

MINUTES

CITY COUNCIL MEETING

February 1, 2016

The Regular Session of the Glenpool City Council was held at 6:30 p.m., Glenpool City Hall, 3rd Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma. Councilors present: Jennifer Ballew, Councilor; Brandon Kearns, Councilor; Momodou Ceesay, Vice Mayor; and Timothy Fox, Mayor. Patricia Agee, Councilor was absent.

Staff present: Roger Kolman, City Manager; Lowell Peterson, City Attorney; Susan White, City Clerk; Julie Casteen, Finance Director; Lynn Burrow, Community Development Director; Rick Malone, City Planner; Lea Ann Reed, Conference Center Director; Dennis Waller, Police Chief and Paul Newton, Fire Chief.

Also present was: Rev. Rick Tabisz, King of Kings Lutheran Church

- A) Mayor Fox called the meeting to order at 6:30 p.m.**
- B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**
- C) Rev. Rick Tabisz offered the Invocation.**
- D) Mayor Fox led the Pledge of Allegiance.**
- E) Glenpool Conference Center Report – Lea Ann Reed**
 - Lea Ann Reed reported that sixteen events were held at the Conference Center in January. The Conference Center served as the venue for the Glenpool Chamber of Commerce Annual Banquet. Ms. Reed recognized Vice Mayor Ceesay and Assistant Police Chief Bart Harris for the awards they received at the Chamber Banquet.
 - She highlighted the upcoming Glenpool Theatre event hosted by the Glenpool High School Vocal Class. This is a returning event at the Conference Center.
- F) Community Development Report – Lynn Burrow, Community Development Director**
 - Lynn Burrow updated the City Council on the progress of various private and public construction projects throughout the city; provided an update on the number of residential and commercial building permits issued in January; as well as activities in the Planning, Building, and Code Enforcement Departments. The activity continues to escalate in the Community Development Department as evidenced by the Report.
- G) City Manager Report – Roger Kolman, City Manager**
 - Mr. Kolman alerted the Council to a request for donations to fund the Send Off Seniors Night event on May 23, 2016.
 - Mr. Kolman and Councilor Kearns recently met with the Glenpool Public Schools Long Range Planning Committee. The Committee is working with TCC to maintain a local campus in Glenpool.
 - Mr. Kolman expressed his appreciation to those that attended the Simple Simon's groundbreaking ceremony. Simple Simons' headquarters will be the first corporate offices of its kind in Glenpool.

- Mr. Kolman expressed his gratitude to Detective Powell and the other officers involved in bringing to justice a person who was arrested for a crime against a child in Glenpool. The defendant pled guilty on February 1. Mr. Kolman stated, "They got a bad person off the streets."

H) Mayor Report – Timothy Fox, Mayor

- Mayor Fox expressed his appreciation to the Glenpool Chamber of Commerce for bestowing the coveted Citizen of the Year award upon eleven year old Katrina Stevens for her contribution to the Glenpool Animal Shelter. Katrina organized a fundraiser by requesting donations to the shelter given in lieu of birthday gifts at her birthday bash last summer.
- Mayor Fox reported that he and Mr. Kolman had recently met with a regional economic development team concerning the need for further industrial positions in Glenpool.
- Mayor Fox spoke of the Simple Simon's groundbreaking event stating, "I'm happy they are bringing their corporate offices to Glenpool."
- Mayor Fox enjoyed shopping and watching others shop at the JBF sale recently held at the Conference Center. He followed up his report with the following statement, "I'm so proud of our city and our building."

I) Council Comments

- None.

J) Public Comments

- None.

K) Scheduled Business

1) Discussion and possible action to approve minutes from January 15, 19, and 25, 2016 meetings.

MOTION: Vice Mayor Ceesay moved, second by Councilor Ballew to approve minutes as presented.

FOR: Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

2) Discussion and possible action to approve and adopt Ordinance No. 715, An Ordinance That: (A) Levies And Assesses A Sales Tax Of Twenty-Nine Hundredths Of One Percent (.29%) Upon The Gross Receipts Or Proceeds On Taxable Sales Of Goods And Services, As Defined In The Ordinance, In The City Of Glenpool, Oklahoma, In Addition To Present Sales Taxes Upon Such Gross Receipts Or Proceeds, For The Purpose Of Funding Capital Improvements Pertaining To Road And Street Improvements, Water And Wastewater System Improvements, Storm Sewer Improvements, Acquisition Of Parks Maintenance Equipment, Improvements To Public Park Lands And Facilities, And Promoting Economic Development, All Within Said City, And/Or To Be Applied Or Pledged Toward The Payment Of Principal And Interest On Any Indebtedness, Including Refunding Indebtedness, Incurred By Or On Behalf Of Said City For Such Purpose; (B) Provides For Such

Sales Tax To Commence On January 1, 2017; (C) Provides For The Duration Of Such Sales Tax For No More Than 20 Years; (D) Prescribes Procedures For The Collection And Remittance Of Such Sales Tax And Penalties For The Failure To Do So; And (E) Includes Such Other Provisions, Terms And Conditions As Necessary And Lawful For The Effective Implementation And Enforcement Of Said Ordinance.

Lowell Peterson, City Attorney read the entire title and reviewed each section of the ordinance.

MOTION: Vice Mayor Ceesay moved, second by Councilor Ballew to approve and adopt Ordinance No. 715, An Ordinance That: (A) Levies And Assesses A Sales Tax Of Twenty-Nine Hundredths Of One Percent (.29%) Upon The Gross Receipts Or Proceeds On Taxable Sales Of Goods And Services, As Defined In The Ordinance, In The City Of Glenpool, Oklahoma, In Addition To Present Sales Taxes Upon Such Gross Receipts Or Proceeds, For The Purpose Of Funding Capital Improvements Pertaining To Road And Street Improvements, Water And Wastewater System Improvements, Storm Sewer Improvements, Acquisition Of Parks Maintenance Equipment, Improvements To Public Park Lands And Facilities, And Promoting Economic Development, All Within Said City, And/Or To Be Applied Or Pledged Toward The Payment Of Principal And Interest On Any Indebtedness, Including Refunding Indebtedness, Incurred By Or On Behalf Of Said City For Such Purpose; (B) Provides For Such Sales Tax To Commence On January 1, 2017; (C) Provides For The Duration Of Such Sales Tax For No More Than 20 Years; (D) Prescribes Procedures For The Collection And Remittance Of Such Sales Tax And Penalties For The Failure To Do So; And (E) Includes Such Other Provisions, Terms And Conditions As Necessary And Lawful For The Effective Implementation And Enforcement Of Said Ordinance.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns; Councilor Ballew

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 3) **Discussion and possible action to approve and adopt Resolution No. 16-02-01, A Resolution Authorizing The Calling And Holding Of A Special Election In The City Of Glenpool, State Of Oklahoma, For The Purpose Of Submitting To The Registered, Qualified Electors Of Said City The Question Whether Ordinance No. 715 Adopted By The City Council On The First Day Of February 2016, Which Levies And Assesses A Sales Tax Of Twenty-Nine Hundredths Of One Percent (.29%) To Take Effect On January 1, 2017, In Addition To Present Sales Taxes Upon The Gross Receipts Or Proceeds On Certain Sales As Therein Defined, Provides For The Purpose Of The Sales Tax, Defines Terms, Prescribes Procedures, Remedies, Lien And Fixes Penalties, Fixes Effective Date And Making Provisions Severable, Shall Be Approved; And Notifying The Tulsa County Election Board Of The Holding Of Such Election.**

Mr. Lowell Peterson explained that the Resolution provides a process by which the Mayor is authorized to call the Special Election and define the proposition language for the ballot. Mr. Peterson recommended adoption since the related Ordinance No. 715 was adopted.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to adopt Resolution No. 16-02-01 as presented.

FOR: Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 4) **Discussion and possible action to approve and adopt Ordinance No. 716, An Ordinance That: (A) Levies And Assesses A Sales Tax Of Twenty-Six Hundredths Of One Percent (.26%) Upon The Gross Receipts Or Proceeds On Taxable Sales Of Goods And Services, As Defined In The Ordinance, In The City Of Glenpool, Oklahoma, In Addition To Present Sales Taxes Upon Such Gross Receipts Or Proceeds, For The Purpose Of Funding Capital Improvements Pertaining To Police And Fire Equipment And Vehicles, System Improvements To Police And Fire Communications Equipment And Infrastructure, And Police And Fire Facilities Within Said City, And/Or To Be Applied Or Pledged Toward The Payment Of Principal And Interest On Any Indebtedness, Including Refunding Indebtedness, Incurred By Or On Behalf Of Said City For Such Purpose; (B) Provides For Such Sales Tax To Commence On January 1, 2017; (C) Provides For The Duration Of Such Sales Tax For No More Than 20 Years; (D) Prescribes Procedures For The Collection And Remittance Of Such Sales Tax And Penalties For The Failure To Do So; And (E) Includes Such Other Provisions, Terms And Conditions As Necessary For The Effective Implementation And Enforcement Of Said Ordinance.**

Mr. Lowell Peterson read the ordinance title and told the Council that basically all of the provisions in the ordinance were identical to Ordinance 715, except for Section 7 which identifies the purpose as funding capital improvements pertaining to Public Safety.

MOTION: Vice Mayor Ceesay moved, second by Councilor Kearns to approve Ordinance No. 716 as presented.

FOR: Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 5) **Discussion and possible action to approve and adopt Resolution No. 16-02-02, A Resolution Authorizing The Calling And Holding Of A Special Election In The City Of Glenpool, State Of Oklahoma, For The Purpose Of Submitting To The Registered, Qualified Electors Of Said City The Question Whether Ordinance No. 716 Adopted By The City Council On The First Day Of February 2016, Which Levies And Assesses A Sales Tax Of Twenty-Six Hundredths Of One Percent (.26%) To Take Effect On January 1, 2017, In Addition To Present Sales Taxes Upon The Gross Receipts Or Proceeds On Certain Sales As Therein Defined, Provides For The Purpose Of The Sales Tax, Defines Terms, Prescribes Procedures, Remedies, Lien And Fixes Penalties, Fixes Effective Date And Making Provisions Severable, Shall Be Approved; And Notifying The Tulsa County Election Board Of The Holding Of Such Election.**

Mr. Peterson pointed out that this Resolution authorizes the Mayor to call a Special Election for the purpose stated in Ordinance No. 716 which is funding for Public Safety capital improvements.

MOTION: Councilor Ballew moved, second by Councilor Kearns to approve and adopt Resolution No. 16-02-02 as presented.

FOR: Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 6) **Discussion and possible action to approve and adopt Ordinance No. 717, An Ordinance That: (A) Levies And Assesses A Sales Tax Of Fifty-Five Hundredths Of One Percent (.55%) Upon The Gross Receipts Or Proceeds On Taxable Sales Of Goods And Services, As Defined In The Ordinance, In The City Of Glenpool, In Addition To**

Present Sales Taxes Upon Such Gross Receipts Or Proceeds, For The Purpose Of Staffing Additional Police And Firefighting Personnel Within Said City; (B) Provides For Such Sales Tax To Commence On June 1, 2016; (C) Provides For The Duration Of Such Sales Tax To Be Until Amended Or Repealed By The Voters Of The City; (D) Prescribes Procedures For The Collection And Remittance Of Such Sales Tax And Penalties For The Failure To Do So; And (E) Includes Such Other Provisions, Terms And Conditions As Necessary For The Effective Implementation And Enforcement Of Said Ordinance.

Lowell Peterson, City Attorney read the title of Ordinance No. 717 and explained that the ordinance if approved levies a permanent sales tax which shall apply expressly to funding for additional Police and Firefighting personnel. Roger Kolman, City Manager reminded Councilors that the purpose was discussed at a City Council Workshop in October 2015, and generally will provide funding to add five full-time police officers, and seven full-time firefighters. The tax, if approved will become effective June 1, 2016.

MOTION: Vice Mayor Ceesay moved, second by Councilor Kearns to adopt Ordinance No. 717 as presented.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns; Councilor Ballew

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 7) **Discussion and possible action to approve and adopt Resolution No. 16-02-03, A Resolution Authorizing The Calling And Holding Of A Special Election In The City Of Glenpool, State Of Oklahoma, For The Purpose Of Submitting To The Registered, Qualified Electors Of Said City The Question Whether Ordinance No. 717 Adopted By The City Council On The First Day Of February 2016, Which Levies And Assesses A Sales Tax Of Fifty-Five Hundredths Of One Percent (.55%) To Take Effect On June 1, 2016, In Addition To Present Sales Taxes Upon The Gross Receipts Or Proceeds On Certain Sales As Therein Defined, Provides For The Purpose Of The Sales Tax, Defines Terms, Prescribes Procedures, Remedies, Lien And Fixes Penalties, Fixes Effective Date And Making Provisions Severable, Shall Be Approved; And Notifying The Tulsa County Election Board Of The Holding Of Such Election.**

Mr. Peterson explained that Resolution No. 16-02-03 allows the Mayor to call a Special Election and authorizes the purpose of a permanent tax to fund new positions to Public Safety personnel.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to approve and adopt Resolution No. 16-02-03 as presented.

FOR: Mayor Fox; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 8) **Discussion and possible action to approve a Special Election Proclamation and Notice and directing the publication of Resolutions No. 16-02-01; 16-02-02; and 16-02-03, once in a newspaper of general circulation in the City of Glenpool and directing the publication of this Proclamation on three consecutive Thursdays immediately preceding the special election, for the purpose of authorizing the calling of a special election on the Propositions set forth in such Special Election Proclamation and Notice, to be held in the City of Glenpool, Oklahoma, on the 5th day of April 2016; and for the purpose of submitting to the registered, qualified voters in the City of Glenpool the**

Propositions therein with respect to whether such voters shall choose to approve Ordinances No. 715, 716, and 717, and the sales tax provisions therein.

Lowell Peterson, City Attorney announced that the Proclamation and Notice is a legal requirement of the special election process and must be published, as well as filed with the Tulsa County Election Board.

MOTION: Vice Mayor Ceesay moved, second by Mayor Fox to approve the Special Election Proclamation and Notice for the purpose of calling a special election to submit to the voters of Glenpool the propositions identified in Ordinances No. 715, 716, and 717.

FOR: Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 9) **Discussion and possible action to adopt Resolution No. 16-02-04, A Resolution amending Part V of the City of Glenpool 2030 Comprehensive Plan, as adopted by Resolution No. 10-07-01, by adding a section to provide for a process of amending the 2030 Comprehensive Plan for the City of Glenpool and repealing all resolutions in conflict herewith.**

Rick Malone, City Planner presented Resolution No. 16-02-04, stating adoption of the Resolution will provide a process to amend the City of Glenpool 2030 Comp Plan. The current Plan fails to designate a process for amendments.

MOTION: Councilor Kearns moved, second by Vice Mayor Ceesay to adopt Resolution No. 16-02-04 as presented.

FOR: Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 10) **Discussion and possible action to ratify the Utilities Construction Contract No. GLP WTF 15001, for construction of the Glenpool water system elevated water storage tower facility and related water line improvements, to be located on property belonging to the City at 156th Street South, east of US Highway 75, as approved by GUSA on December 14, 2015, entered into with Goins Enterprise, Inc., (the "Contract"), and executed by the Mayor of the City of Glenpool and the Chair of the Board of Trustees of GUSA, as a contract with the City and GUSA acting together as the Owner of the Project described in the Contract.**

Lowell Peterson advised Council that the Contract was approved by the GUSA Board in December 2015; however City Council action to ratify the Contract will allow the City to pass along the tax exempt status to contractors purchasing supplies specifically for the water tower construction. Mr. Peterson further recommended Council action to authorize the Mayor to execute the contract with Goins Enterprises, Inc.

MOTION: Vice Mayor Ceesay moved, second by Councilor Ballew to ratify the construction contract with Goins Enterprises, Inc.; and authorize the Mayor to execute the Contract.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns; Councilor Ballew

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 11) **Discussion and possible action to authorize Cowan Group Engineering, LLC, in accordance with its Proposal to serve as Contract Administrator and Project Engineer**

with respect to the proposed water system elevated water storage tank facility and water line improvements as approved by GUSA on February 17, 2015, and in accordance with the Utilities Construction Contract No. GLP WTF 15001, for construction of the Glenpool water system elevated water storage tower facility and related water line improvements, to be located on property belonging to the City at 156th Street South, east of US Highway 75, as approved by GUSA on December 14, 2015, and entered into with Goins Enterprise, Inc., (the "Contract"), to execute, upon consultation with authorized representatives of the City and GUSA, various additional and supplemental Contract Documents, as defined in the Contract, to the fullest extent allowed under applicable provisions of the Public Competitive Bidding Act (to include change orders up to a cumulative maximum of \$40,000.00).

Lowell Peterson, City Attorney explained the item was a follow-up to Item 10 and authorizes Cowan Group Engineering, LLC to serve as Contract Administrator and Project Engineer. Mr. Peterson recommended approval.

MOTION: Vice Mayor Ceesay moved, second by Councilor Ballew to authorize Cowan Group Engineering, LLC to serve as Contract Administrator and Project Engineer with respect to the proposed water tank facility and water line improvements, approved by GUSA on February 17, 2015.

FOR: Mayor Fox; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

12) Discussion and possible action to accept Audit of City of Glenpool financial statements by Arledge & Associates, P.C. for Fiscal Year Ending June 30, 2015, tabled from January 19, 2016.

Julie Casteen, Finance Director reported that Arledge & Associates has all of the information necessary to complete the audit. Ms. Casteen expects the Audit will be ready for presentation at the February 16, 2016 City Council meeting.

MOTION: Councilor Kearns moved, second by Councilor Ballew to table action to the next Regular City Council meeting.

FOR: Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

13) Discussion and possible action to direct publication of notice of public hearing regarding proposed Annexation GA-16-01-01, such public hearing to be held on March 7, 2016, and publication of notice to be no sooner than 30 days prior to the hearing and no later than 14 days prior to the hearing.

Rick Malone, City Planner requested approval from Council to publish notice of public hearing regarding the identified proposed annexation. Lowell Peterson, City Attorney explained that recent legislation effective November 2015, requires Council authorization to direct publication and set public hearings.

MOTION: Councilor Kearns moved, second by Mayor Fox to direct staff to publish Notice of Public Hearing for proposed Annexation GA-16-01-01.

FOR: Councilor Ballew; Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 14) Discussion and possible action to direct publication of notice of public hearing regarding proposed Annexation GA-16-01-02, such public hearing to be held on March 7, 2016, and publication of notice to be no sooner than 30 days prior to the hearing and no later than 14 days prior to the hearing.**

Rick Malone, City Planner requested approval from Council to publish notice of public hearing regarding the identified proposed annexation.

MOTION: Councilor Kearns moved, second by Mayor Fox to direct staff to publish Notice of Public Hearing for proposed Annexation GA-16-01-02.

FOR: Vice-Mayor Ceesay; Mayor Fox; Councilor Kearns; Councilor Ballew

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

- 15) Discussion and possible action to accept Corrective General Utility Easement dedication from East Park Developers, LLC, as acceptance will correct a scrivener's error discovered in the legal description of the original 2014 easement dedication.**

Lynn Burrow, Community Development Director requested Council approval to accept Corrective General Utility Easement from East Park Developers, LLC.

MOTION: Councilor Kearns moved, second by Mayor Fox to accept correction of scrivener's error in the legal description of the original 2014 easement dedication, as demonstrated in the Corrective General Utility Easement from East Park Developers, LLC.

FOR: Mayor Fox; Councilor Kearns; Councilor Ballew; Vice-Mayor Ceesay

AGAINST: None

ABSENT: Councilor Agee

Motion carried.

L) Adjournment.

- Meeting was adjourned at 7:50 p.m.

Date

Mayor

ATTEST:

City Clerk