

# **MINUTES**

## **CITY COUNCIL MEETING**

### **January 3, 2017**

The Regular Session of the Glenpool City Council, including a duly noticed Public Hearing, was held at Glenpool City Hall, 3<sup>rd</sup> Floor, 12205 S. Yukon Ave, Glenpool, Oklahoma.

Councilors present: Jacqueline Triplett-Lund, Councilor; Patricia Agee, Councilor; Brandon Kearns, Councilor; Momodou Ceesay, Vice Mayor and Timothy Fox, Mayor.

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; and Dennis Waller, Police Chief.

Also present were Rev. Jason Yarbrough, First Baptist Church; Jared Frost, JLH Inc.; and Brett Copple, Mercy Regional EMS.

**A) Mayor Fox called the meeting to order at 6:01 p.m.**

**B) Susan White, City Clerk called the roll. Mayor Fox declared a quorum present.**

**C) Jason Yarbrough, First Baptist Church offered the Invocation.**

**D) Mayor Fox led the Pledge of Allegiance.**

**E) City Manager Report – Roger Kolman, City Manager**

In addition to the report included in their packet Mr. Kolman reported on the following:

- Activity has begun at the Saint Francis Hospital construction site. Saint Francis is projecting they will open during the Spring of 2018.
- Mr. Kolman reminded the Council that the Chamber of Commerce Annual Banquet is scheduled for January 21, 2017, 6 p.m. at the Glenpool Conference Center.

**F) Mayor Report – Timothy Fox, Mayor**

- Mayor Fox offered his appreciation to Grandview Heights Apartments and American T's for sponsoring the carriage rides, an event of the Glenpool Chamber of Commerce, during the Christmas holiday season.
- He reported he was glad to see the construction activity at the hospital site. He stated Channel 6 featured a great article about the forthcoming hospital on their webpage.

**G) Council Comments**

- None.

**H) Public Comments**

- None.

## I) Scheduled Business

- 1) **Discussion and possible action to approve minutes from December 13, 2016 meeting.**  
**MOTION:** Councilor Kearns moved, second by Councilor Agee to approve minutes as presented.  
**FOR:** Mayor Fox; Councilor Agee; Councilor Kearns  
**AGAINST:** None  
**ABSTAIN:** Councilor Lund; Vice-Mayor Ceesay  
**Motion carried.**
- 2) **Discussion and possible action to adopt Resolution No. 17-01-01, Notice Of A Nonpartisan Election To Be Held Tuesday, April 4, 2017, For The Purpose Of Electing Officers For The City Of Glenpool.**  
Ms. White advised the Council Members that the next municipal election was slated for April 4, 2017 and explained certain statutory requirements to adopt a resolution for purpose of properly notifying the County Election Board and the public about the upcoming election.  
**MOTION:** Vice Mayor Ceesay moved, second by Councilor Agee to adopt Resolution No. 17-01-01 as presented.  
**FOR:** Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund  
**AGAINST:** None  
**Motion carried.**
- 3) **Discussion and possible action to (i) approve selected Scope of Work for Phase 1 of South County Soccer Complex Construction Project, to include Base Bid and Alternates No. 1, 2, 3, 4 and 9; (ii) approve corresponding Bid Tabulation dated December 8, 2016; (iii) approve the Bid submitted by Dirt Wurx, LLC, in an amount not to exceed \$1,246,200.00; and (iv) authorize Staff to negotiate all terms and conditions of the proposed construction contract with Dirt Wurx, LLC, to be presented to the Council for its approval upon completion; provided that \$978,762.00 of the bid amount shall come from Vision 2025 program funds in that amount, and the balance necessary to complete the Phase I project of \$267,438.00 shall be paid from available City of Glenpool 2011 Construction Bond Funds.**  
Mr. Burrow, Community Development Director presented for Council approval a packet of bid materials pertaining to the South County Soccer Complex Construction Project.  
**MOTION:** Vice Mayor Ceesay moved, second by Councilor Agee to (i) approve selected Scope of Work for Phase 1 of South County Soccer Complex Construction Project, to include Base Bid and Alternates No. 1, 2, 3, 4 and 9; (ii) approve corresponding Bid Tabulation dated December 8, 2016; (iii) approve the Bid submitted by Dirt Wurx, LLC, in an amount not to exceed \$1,246,200.00; and (iv) authorize Staff to negotiate all terms and conditions of the proposed construction contract with Dirt Wurx, LLC, to be presented to the Council for its approval upon completion; provided that \$978,762.00 of the bid amount shall come from Vision 2025 program funds in that amount, and the balance necessary to complete the Phase I project of \$267,438.00 shall be paid from available City of Glenpool 2011 Construction Bond Funds.  
**FOR:** Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay  
**AGAINST:** None  
**Motion carried.**
- 4) **Discussion and possible action to approve Resolution No. 17-01-03, A Resolution Of The City Council Of The City Of Glenpool Amending The FY 2016-2017 Annual Budget In Compliance With The Municipal Budget Act For The Purpose Of Appropriating**

**\$978,762 In The General Fund From Tulsa County Through Vision 2025 Funding, With An Increase Of \$978,762 To The Budget Of The Parks Department For The Cost Of Constructing Soccer Fields And Associated Improvements To Leased Property Adjacent To The South County Recreational Center.**

Ms. Julie Casteen, Finance Director presented Resolution No. 17-01-03 and recommended approval. Ms. Casteen explained that final numbers were not available for the project at the time of budget adoption, therefore they were not included in the budget. The bulk of the funding will be provided through VISION Funds from Tulsa County, while the remaining funding will come from remaining 2011 Bond Series Construction Funds.

**MOTION:** Councilor Kearns moved, second by Councilor Lund to approve Resolution No. 17-01-03 as presented.

**FOR:** Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox

**AGAINST:** None

**Motion carried.**

- 5) **Discussion and possible action to enter into Executive Session for the purpose of confidential communications between the City Council and its attorney concerning a pending investigation, claim, or action because the City Council, with the advice of its attorney, has determined that disclosure will seriously impair the ability of the City Council to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest, pursuant to Title 25, Sec. 307(B)(4); *to wit*, consideration of settlement options in the matter of *Summit Properties, Inc., vs. City of Glenpool*, Case No. CJ-2016-2222, pending in the Tulsa County District Court.**

Lowell Peterson, City Attorney recommended convening into Executive Session for the purpose of providing an update to the Council concerning the current litigation and possible settlement.

**MOTION:** Councilor Agee moved, second by Vice Mayor Ceesay to convene in Executive Session for the purpose stated.

**FOR:** Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee

**AGAINST:** None

**Motion carried.**

- 6) **Discussion and possible action to reconvene in Regular Session.**

**MOTION:** Councilor Agee moved, second by Councilor Lund to reconvene in Regular Session.

**FOR:** Councilor Lund; Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns

**AGAINST:** None

**Motion carried.**

- 7) **Discussion and possible action to enter into Executive Session for the purpose of discussing the employment, promotion, demotion, discipline, resignation or retention of a salaried public employee pursuant to Title 25 Sec. 307(B)(1) of the Oklahoma Statutes (Open Meeting Act), *to wit*, the midterm performance evaluation of the Glenpool City Manager as provided by Section 12.C. of the Fiscal Year 2016-2017 City Manager Employment Agreement.**

Lowell Peterson, City Attorney recommended that the City Council should convene in Executive Session for the purpose of discussing the City Manager's mid-term evaluation, which should not be discussed in open session.

**MOTION:** Councilor Lund moved, second by Councilor Kearns to convene in Executive Session for the purpose stated.

**FOR:** Vice-Mayor Ceesay; Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund

**AGAINST:** None

**Motion carried.**

**8) Discussion and possible action to reconvene in Regular Session.**

**MOTION:** Councilor Kearns moved, second by Councilor Agee to reconvene in Regular Session.

**FOR:** Mayor Fox; Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay

**AGAINST:** None

**Motion carried.**

Mayor Fox declared a recess at 7:29 p.m. to convene in subsequent Glenpool Utility Service Authority, Glenpool Industrial Authority and Glenpool Emergency Medical Services District meetings.

Mayor Fox declared the recess closed and resumed the City Council meeting at 8:37 p.m.

**Mayor Fox opened the Public Hearing at 8:38 p.m.**

**9) Public hearing only (no action) for the purpose of providing information and answering questions regarding proposed Tax Increment Financing District Number One, City of Glenpool, Oklahoma (South 75 Business Park Increment District, herein the “Increment District”).**

Lowell Peterson, City Attorney explained that the purpose of the public hearing was to provide information and answer questions concerning the proposed TIF District No. 1.

Presentation included:

- (i) Copy of published notice for the Public Hearing;
- (ii) Copy of TIF Review Committee Resolution No. RC-16-12-01, dated December 5, 2016, approving and recommending approval of Project Plan by Planning Commission and City Council;
- (iii) Copy of Planning Commission Resolution No. PC-16-12-01, dated December 15, 2016; approving and recommending approval of Project Plan by City Council;
- (iv) Copy of Proposed Ordinance creating Increment District # 1, Glenpool, and approving and adopting the Project Plan;
- (v) Full copy of Project Plan as presented to the TIF Review Committee and the Planning Commission; and
- (vi) PowerPoint presentation of Project Plan.]

Audience members were given the opportunity to ask questions. No questions were offered.

**The public hearing was closed at 8:52 p.m.**

**10) Discussion and possible action to establish and announce the date, time and location of the required second public hearing for the purpose of giving any interested persons the opportunity to express their views on the proposed Project Plan for the foregoing Increment District.**

**MOTION:** Vice Mayor Ceesay moved to designate the date, time and place for the required second public hearing for the purpose of giving any interested persons the opportunity to express their views on the proposed Project Plan for TIF District No. 1 as January 17, 2017 at 6:00 p.m.; Second by Councilor Lund.

**FOR:** Councilor Agee; Councilor Kearns; Councilor Lund; Vice-Mayor Ceesay; Mayor Fox

**AGAINST:** None

**Motion carried.**

**A) Adjournment.**

- Meeting was adjourned at 8:54 p.m.

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Date

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Mayor

ATTEST:

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City Clerk