



The City of Del City

Mailing Address:

P.O. Box 15177

Del City, Oklahoma 73155

• Telephone: 405-677-5741

• Fax: 405-671-2807

• www.cityofdelcity.com • email: info@cityofdelcity.com

Del City Council

Brian E. Linley
Mayor
(405) 670-7309
blinley@cityofdelcity.org

Michael Dean
Ward 1 Councilman
(405) 639-9343
delcityward1@gmail.com

Pam Finch
Ward 2 Councilwoman
(405) 850-5704
delcityward2@gmail.com

Ken Bartlett
Ward 3 Councilman
(405) 677-2233
krbjab@cox.net

Floyd A. Eason
Ward 4 Councilman
(405) 677-6431
Floyd@easonokc.com

Mark Edwards
City Manager
(405) 671-2800 or (405) 670-7300
medwards@cityofdelcity.org

The City of Del City encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if signing is not the necessary accommodation.

Posted for public view at **5:00 p.m.** on **August 17, 2018.**

Signed: _____
City Clerk/Deputy City Clerk

PUBLIC NOTICE OF MEETING

Regular Meeting

City Council

3701 SE 15th Street – City Hall
Del City, Oklahoma

August 20, 2018 – 6:00 p.m.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. INVOCATION

PLEDGE OF ALLEGIANCE

4. PUBLIC AND COUNCIL INPUT

(A maximum of thirty (30) minutes has been set aside for those wishing to discuss non-agenda items. Citizens may speak for a maximum of five (5) minutes during this time. Personal character assassination and attacks on City personnel will not be heard or tolerated.)

- A. Public
- B. Council

5. CITY MANAGER'S REPORT
CITY CLERK'S REPORT

6. CONSENT DOCKET

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

(This item is placed on the agenda so the Council, by unanimous consent, may designate those routine agenda items they wish to approve or acknowledge by one motion. If any proposed item does not meet with approval of all Council members, the item will be heard in regular order.)

- A. Approve budget amendment for FY 2017-2018, as shown in Exhibit A to the Council agenda. Requested by Deputy City Clerk Melissa Jones
- B. Approve budget amendment for FY 2018-2019, as shown in Exhibit B to the Council agenda. Requested by Deputy City Clerk Melissa Jones
- C. Approve minutes of regular meeting of the Council of August 6, 2018. Requested by Deputy City Clerk Melissa Jones

7. PRESENTATION – THE DELQUEST COMMITTEE

Discussion, consideration, possible action to receive a presentation from the DelQuest committee; authorize City Manager to expend up to \$3,800.00 in support of the DelQuest leadership program (a conjointly sponsored program between the City of Del City, Mid-Del School system, Rose State College, Del City Chamber of Commerce and local businesses); declare/deny a public purpose. Requested by Assistant to City Manager Geranium Carrington

8. AGREEMENT WITH COWAN GROUP ENGINEERING, LLC

Discussion, consideration, possible action to approve/deny entering into an agreement with Cowan Group Engineering, LLC, for the purpose of engineering services; authorize Mayor to endorse same. The agreement will run for the remainder of the fiscal year. Requested by Deputy Public Works Director Mike Cantrell

9. MUTUAL COOPERATION AGREEMENT BETWEEN OKLAHOMA COUNTY AND THE CITY OF DEL CITY

Discussion, consideration, possible action to approve/deny the annual General Mutual Cooperation Agreement between the City of Del City and Oklahoma County; authorize Mayor to endorse same. The agreement outlines the type of support that can be provided by the County and the mutual benefit associated with such an agreement. Requested by City Manager Mark Edwards

10. DETERMINATION OF DILAPIDATION AND ORDER OF REMOVAL – 1616 LARIET LANE

A. Public Hearing

Discussion, consideration, possible action to approve holding a public hearing consistent with the requirements of 11 O.S. §22-112, to determine whether this property is dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or if the property creates a fire hazard which is dangerous to other property. Requested by City Planner Monica Cardin

B. Determination of Dilapidation and Order of Removal

Discussion, consideration, possible action to approve/deny making a finding that the condition of the property, including all structures located thereon, constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions; approve/deny fixing reasonable dates for commencement and completion of the work by the property owner, those being commencement by August 21, 2018 and completion by September 21, 2018; authorize/deny the City Clerk to file a notice of dilapidation and lien; and approve/deny directing the City Manager to cause the structure to be razed and removed, in the manner deemed most cost-effective and expedient, if the work is not completed by the property owner by the dates fixed herein. Requested by City Planner Monica Cardin

11. DETERMINATION OF DILAPIDATION AND ORDER OF REMOVAL – 3708 S.E. 15TH STREET

A. Public Hearing

Discussion, consideration, possible action to approve holding a public hearing consistent with the requirements of 11 O.S. §22-112, to determine whether this property is dilapidated and has become detrimental to the health, safety or welfare of the general public and the community or if the property creates a fire hazard which is dangerous to other property. Requested by City Planner Monica Cardin

B. Determination of Dilapidation and Order of Removal

Discussion, consideration, possible action to approve/deny making a finding that the condition of the property, including all structures located thereon, constitutes a detriment or a hazard and that the

property would be benefited by the removal of such conditions; approve/deny fixing reasonable dates for commencement and completion of the work by the property owner, those being commencement by August 21, 2018 and completion by September 21, 2018; authorize/deny the City Clerk to file a notice of dilapidation and lien; and approve/deny directing the City Manager to cause the structure to be razed and removed, in the manner deemed most cost-effective and expedient, if the work is not completed by the property owner by the dates fixed herein. Requested by City Planner Monica Cardin

12. ENGINEERING FOR BRYANT AVENUE SIDEWALK FROM SE 15TH TO SE 29TH

Discussion, consideration, possible action to approve/deny the expenditure of \$23,800.00 to Cowan Group Engineering for the engineering design of approximately 5,220 linear feet of sidewalk with wheelchair ramps and driveway improvements on the east side of Bryant Avenue between SE 15th Street and SE 29th Street. Requested by Deputy Public Works Director Mike Cantrell

13. ASSESS ABATEMENT COSTS TO PROPERTY OWNERS

Discussion, consideration, possible action to approve and ratify assessment costs in the total amount of \$19,812.18 to property owners for cleanup of property previously abated, in accordance with Del City Code Sections 13-106 through 13-114. Requested by City Planner Monica Cardin

- (1) 1809 Breckenridge Drive
 Owner: Dolores V Robledo (Sulphur, OK)
 Contractor Fee\$400.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.\$16.00
 Total Expenses\$769.54

- (2) 1628 Elm Drive (2018 Reabatement)
 Owner: Carmelita N Placke (Del City, OK)
 Contractor Fee\$375.00
 Administrative Expenses\$176.77
 Mailings, photos, processing, copying, etc.\$8.00
 Total Expenses\$559.77

(3) 857 Englewood Road
 Owner: Laquinya Casby (Del City, OK)
 Mobilization Fee.....\$25.00*
 Administrative Expenses\$176.77
 Mailings, photos, processing, copying, etc.\$8.00
 Total Expenses\$209.77

*Nuisance conditions corrected after property assigned to contractor for abatement. Abatement was cancelled and contractor charged a nominal mobilization fee. Administrative fee has been reduced.

(4) 3312 Epperly Drive
 Owner: Patricia J Campbell (Del City, OK)
 Contractor Fee\$175.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.\$16.00
 Total Expenses\$544.54

(5) 4315 Noble Drive
 Owner: Mary M Nixon Living Trust (Midwest City, OK)
 Contractor Fee\$325.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.\$16.00
 Total Expenses\$694.54

(6) 3401 Overland Drive
 Owner: Joyce Nivison (Del City, OK)
 Contractor Fee\$670.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.\$16.00
 Total Expenses\$1,039.54

(7) 4316 Prairie Lane
 Owner: Sunrise Homes LLC (Edmond, OK)
 Contractor Fee\$325.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.\$16.00
 Total Expenses\$694.54

(8) 4000 E Reno Avenue
 Owner: Rosemarie Pelfrey Rev Trust (Oklahoma City, OK)
 Contractor Fee\$800.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.\$16.00
 Total Expenses\$1,169.54

(9) 1505 Shalimar Drive
Owner: Sunrise Homes LLC (Edmond, OK)
Contractor Fee\$1,100.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$1,469.54

(10) 4224 Sunnyview Drive
Owner: Robby L & Tabitha Rawson (Del City, OK)
Contractor Fee\$3,035.00
Mobilization Fee (07/11/2018)\$25.00*
Administrative Expenses\$353.54
Additional Administrative Expenses\$400.00+
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$3,829.54

*Nuisance conditions partially corrected after property assigned to contractor for abatement. Abatement was canceled and contractor charged a nominal mobilization fee. No further progress was made and abatement had to be rescheduled. Only one set of administrative fees was charged.

+Additional administrative fee charged because occupant's actions disrupted abatement and necessitated involvement of department management, additional Code Enforcement and Police Department personnel.

(11) 3924 E Thomas Drive (2018 Reabatement)
Owner: 3924 East Thomas Drive Trust (Edmond, OK)
Contractor Fee\$675.00
Administrative Expenses\$176.77
Mailings, photos, processing, copying, etc.\$8.00
Total Expenses\$859.77

(12) 4762 Woodview Drive
Owner: Darren Lee Jantz & Diana K Leibold (Del City, OK)
Contractor Fee\$875.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$1,244.54

(13) 4014 SE 11th Street
Owner: Omar M Khatib (Oklahoma City, OK)
Contractor Fee\$425.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$794.54

(14) 3328 SE 18th Street (2018 Reabatement)
Owner: Alan R & Kimberly Smith (Oklahoma City, OK)
Contractor Fee\$600.00
Administrative Expenses\$176.77
Mailings, photos, processing, copying, etc.\$8.00
Total Expenses\$784.77

(15) 4509 SE 20th Street
Owner: Katrina Harrington (Oklahoma City, OK)
Mobilization Fee.....\$25.00*
Administrative Expenses\$176.77
Mailings, photos, processing, copying, etc.\$8.00
Total Expenses\$209.77

*Nuisance conditions corrected after property assigned to contractor for abatement. Abatement was cancelled and contractor charged a nominal mobilization fee. Administrative fee has been reduced.

(16) 3009 SE 21st Street
Owner: Fairland Properties LLC (Oklahoma City, OK)
Contractor Fee\$2,250.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$2,619.54

(17) 3820 SE 23rd Street
Owner: Midfirst Bank (Oklahoma City, OK)
Contractor Fee\$250.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$619.54

(18) 4748 SE 23rd Street
Owner: Denny Ray Graham Jr. (Oklahoma City, OK)
Contractor Fee\$450.00
Administrative Expenses\$353.54
Mailings, photos, processing, copying, etc.\$16.00
Total Expenses\$819.54

(19) 4013 SE 25th Street

Owner: Ervin L & Wanda E Gates (Wagoner, OK)

Contractor Fee	\$300.00
Administrative Expenses	\$353.54
Mailings, photos, processing, copying, etc.	<u>\$16.00</u>
Total Expenses	\$669.54

(20) 3801 SE 26th Street

Owner: Jack W Wilkerson Co Trust & Nancy Kaye Wilkerson Co Trust (Goodyear, AZ)

Contractor Fee	\$25.00*
Administrative Expenses	\$176.77
Mailings, photos, processing, copying, etc.	<u>\$8.00</u>
Total Expenses	\$394.54

*Nuisance conditions corrected after property assigned to contractor for abatement. Abatement was cancelled and contractor charged a nominal mobilization fee. Administrative fee has been reduced.

14. EXECUTIVE SESSION

Discussion, consideration, possible action to approve recessing to executive session pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 301 et seq. for the purpose of the following:

- A. Discussion concerning pending investigations, claims, and actions pursuant to 25 O.S. § 307(B)(4). Requested by HR Director John Smith
- B. Discussion regarding negotiations with Fraternal Order of Police Local Lodge 114, pursuant to 25 O.S. § 307(B)(2). Requested by HR Director John Smith

15. ACTION FROM EXECUTIVE SESSION

- A. Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning pending investigations, claims, and actions. Requested by HR Director John Smith
- B. Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session regarding negotiations with Fraternal Order of Police Local Lodge 114, including accept/deny Collective Bargaining Agreement with the FOP for FY 2017 through FY 2020 (July 1, 2017 through June 30, 2021); authorize Mayor/City Manager to endorse agreement. Requested by HR Director John Smith

16. COUNCIL INPUT

17. ADJOURNMENT



PUBLIC NOTICE OF MEETING

Regular Meeting

Del City Municipal Services Authority

August 20, 2018 – 6:00 p.m.

3701 SE 15th Street – City Hall
Del City, Oklahoma

The DCMSA encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations. DCMSA may waive the 48-hour rule if signing is not the necessary accommodation.

Posted for public view at **5:00 p.m. on August 17, 2018.**

Signed: _____
City Clerk/Deputy City Clerk

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC AND TRUSTEE INPUT
 - A. Public
 - B. Trustees
4. MANAGER'S REPORT
5. CONSENT DOCKET

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

(This item is placed on the agenda so the Trust, by unanimous consent, may designate those routine agenda items they wish to approve or acknowledge by one motion. If any proposed item does not meet with approval of all Trust members, the item will be heard in regular order.)

- A. Approve budget amendment for FY 2018-2019, as shown in Exhibit A to the DCMSA agenda. Requested by Deputy City Clerk Melissa Jones

- B. Approve minutes of regular meeting of the DCMSA of August 6, 2018.
Requested by Deputy City Clerk Melissa Jones

6. AGREEMENT WITH COWAN GROUP ENGINEERING, LLC

Discussion, consideration, possible action to approve/deny entering into an agreement with Cowan Group Engineering, LLC, for the purpose of engineering services; authorize Chairman to endorse same. The agreement will run for the remainder of the fiscal year. Requested by Deputy Public Works Director Mike Cantrell

7. MUTUAL COOPERATION AGREEMENT BETWEEN OKLAHOMA COUNTY AND THE CITY OF DEL CITY

Discussion, consideration, possible action to approve/deny the annual General Mutual Cooperation Agreement between the City of Del City and Oklahoma County; authorize Chairman to endorse same. The agreement outlines the type of support that can be provided by the County and the mutual benefit associated with such an agreement. Requested by Trust Manager Mark Edwards

8. REQUEST FOR PROPOSAL (RFP) NO. 1907 – COMMERCIAL REFUSE PACKER BODY

Discussion, consideration, possible action to award/deny RFP No. 1907 – Commercial Refuse Packer Body to Southwest Equipment, the lowest responsible bidder, for an amount not to exceed \$89,935.00, for the purchase of a 32-yard commercial refuse packer body. Requested by Deputy Public Works Director Mike Cantrell

9. REQUEST FOR PROPOSAL (RFP) NO. 1908 – POLY KARTS

Discussion, consideration, possible action to award/deny RFP No. 1908 – Poly Karts to Toter Inc., the lowest responsible bidder, for the purchase of approximately 750 96-gallon residential poly karts. Toter Inc. was the only bidder to meet all specifications, which call for the poly karts to arrive fully assembled. Requested by Deputy Public Works Director Mike Cantrell

10. REQUEST FOR PROPOSAL (RFP) NO. 1909 – 3-YARD COMMERCIAL CONTAINERS

Discussion, consideration, possible action to award/deny RFP 1909 – 3-yard commercial refuse containers to the lowest responsible bidder, Roll Offs

USA. The 3-yard commercial containers are used for new businesses and replacement of rusted unserviceable containers. Requested by Deputy Public Works Director Mike Cantrell

11. REQUEST FOR PROPOSAL (RFP) NO. 1910 – 4-YARD COMMERCIAL CONTAINERS

Discussion, consideration and possible action to award/deny RFP No. 1910 – 4-yard commercial containers to the lowest responsible bidder, Roll Offs USA. The 4-yard commercial containers are used for new businesses and replacement of rusted unserviceable containers. Requested by Deputy Public Works Director Mike Cantrell

12. TRUST INPUT

13. ADJOURNMENT