

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
May 7, 2018 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 4, 2018.)

1. CALL TO ORDER AT 6:00 P.M. BY MAYOR BRIAN LINLEY
2. ROLL CALL

In Attendance: Council Members Floyd Eason, Ken Bartlett, Pam Finch, Michael Dean and Mayor Linley.

City Employees: City Manager Mark Edwards, Deputy City Clerk Melissa Jones, and City Attorney Jack Fried.

3. INVOCATION – Given by Council Member Ken Bartlett.

PLEDGE OF ALLEGIANCE – Led by Public Works Director Bill Graham.

4. PUBLIC AND COUNCIL INPUT

A. Public: None

B. Council:

- Eason: Appreciate new sign put up at Townsend Park. Park needs flowers as well.

5. CITY MANAGER'S REPORT:

- Fatality accident at 15th and Vicky this morning.
- Melissa Elzo who was active in Del City beauty pageant, Del Quest program and Chamber of Commerce passed away this weekend. Services are Thursday at Sunnyside Methodist Church.
- Fire Department positions have been filled. Police Department has just recruited an officer and vacant positions will be filled.
- No Roof leaks from recent heavy rain.
- Working with OG&E to get security lights at Ray Trent Park repaired.
- Vicky Drive will be shut down between 18th and 19th, both sides of the street until mid-July for relocation of pipe.

Mayor Linley administered Loyalty Oath and Oath of Office to new member of Beautification Committee, Joannie Holland.

CITY CLERK'S REPORT: None

05-07-18

6. PRESENTATION – EMPLOYEE SERVICE RECOGNITION

Discussion, consideration, possible action to approve receiving a presentation by the Oklahoma Municipal League (OML), recognizing the following employees for their long term service and commitment to the City of Del City by presenting them with a certificate for accomplishing their quarter of a century (25 years) of service during calendar year 2017; authorize the Mayor to join with a representative from the OML for presentation of awards from the OML and the City.

- Kraig Fryar, Assistant Supervisor (Wastewater Operations) in Public Works, serving since September 17, 1992
- Tim Davis, Supervisor (Sanitation) in Public Works, serving since October 26, 1992
- Philip Rigsby, Firefighter (Fire Dept. retired) serving from December 7, 1992 to January 27, 2018

MOTION: TO APPROVE RECEIVING A PRESENTATION BY THE OKLAHOMA MUNICIPAL LEAGUE (OML), RECOGNIZING THE FOLLOWING EMPLOYEES FOR THEIR LONG TERM SERVICE AND COMMITMENT TO THE CITY OF DEL CITY BY PRESENTING THEM WITH A CERTIFICATE FOR ACCOMPLISHING THEIR QUARTER OF A CENTURY (25 YEARS) OF SERVICE DURING CALENDAR YEAR 2017; AUTHORIZE THE MAYOR TO JOIN WITH A REPRESENTATIVE FROM THE OML FOR PRESENTATION OF AWARDS FROM THE OML AND THE CITY.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

Certificates were presented to employees by Mayor Linley along with Public Works Director Bill Graham and HR Director John Smith.

7. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the Council of April 16, 2018.

MOTION: TO APPROVE MINUTES

MOVED BY: FINCH SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

8. NOMINATIONS – REAPPOINTMENTS

- A. Discussion, consideration, possible action to approve reappointment of Mayor’s nomination (Helen Watson) to Beautification Committee position, said term not to exceed October 1, 2020; or declare/deny said position vacant.

MOTION: TO APPROVE REAPPOINTMENT OF MAYOR'S NOMINATION HELEN WATSON TO BEAUTIFICATION COMMITTEE POSITION SAID TERM NOT TO EXCEED OCTOBER 1, 2020.

MOVED BY: MAYOR SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

- B. Discussion, consideration, possible action to approve reappointment of Mayor's nominations for Ward 2 (Ron Williamson), and Mayor's Appointment (Kay Bibens) to Park and Recreational Commission positions, said terms not to exceed October 1, 2019; or declare/deny said positions vacant.

MOTION: TO APPROVE REAPPOINTMENT OF MAYOR'S NOMINATIONS FOR WARD 2 RON WILLIAMSON, AND MAYOR'S APPOINTMENT KAY BIBENS TO PARK AND RECREATIONAL COMMISSION POSITIONS, SAID TERMS NOT TO EXCEED OCTOBER 1, 2019.

MOVED BY: MAYOR SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

9. RESOLUTION DECLARING COMMITMENT TO TERMS OF LOAN DOCUMENTS AND AGREEMENT WITH FNB

Discussion, consideration, possible action to approve Resolution No. 05-07-18A, a joint resolution of the Del City Economic Development Authority and the City of Del City, declaring their commitment to honoring the terms of loan documents and agreement with FNB Community Bank; authorize Mayor to endorse same.

MOTION: TO APPROVE RESOLUTION NO. 05-07-18A, A JOINT RESOLUTION OF THE DEL CITY ECONOMIC DEVELOPMENT AUTHORITY AND THE CITY OF DEL CITY, DECLARING THEIR COMMITMENT TO HONORING THE TERMS OF LOAN DOCUMENTS AND AGREEMENT WITH FNB COMMUNITY BANK; AUTHORIZE MAYOR TO ENDORSE SAME.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

10. ENGAGEMENT LETTER FOR FY 2017-2018 AUDIT

Discussion, consideration, possible action to approve engaging Arledge & Associates, P.C. to prepare the annual financial audit and compilation report for the fiscal year ending June 30, 2018 at a cost of \$33,000; authorize Mayor to endorse engagement letter.

MOTION: TO APPROVE ENGAGING ARLEDGE & ASSOCIATES, P.C. TO PREPARE THE ANNUAL FINANCIAL AUDIT AND COMPILATION REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2018 AT A COST OF \$33,000; AUTHORIZE MAYOR TO ENDORSE ENGAGEMENT LETTER.

MOVED BY: BARTLETT SECOND: FINCH

AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY

NAYS: NONE

11. REQUEST FOR PROPOSAL (RFP) NO. 1902 – EAGLE HARBOR AQUATIC CENTER CONCESSION STAND OPERATOR

Discussion, consideration, possible action to award RFP No. 1902 to TMT Concessions, the best responsible bidder, to operate the concession stand at Eagle Harbor Aquatic Center during the pool season; authorize Mayor to endorse contract; and direct staff accordingly. TMT Concessions will pay the City 15% of its net profits.

MOTION: TO AWARD RFP NO. 1902 TO TMT CONCESSIONS TO OPERATE THE CONCESSION STAND AT EAGLE HARBOR AQUATIC CENTER DURING THE POOL SEASON; AUTHORIZE MAYOR TO ENDORSE CONTRACT; AND DIRECT STAFF ACCORDINGLY.

MOVED BY: EASON SECOND: FINCH

AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY

NAYS: NONE

12. DETERMINATION OF DILAPIDATION AND ORDER OF REMOVAL – 401 S. SUNNYLANE ROAD

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.

MOTION: TO OPEN PUBLIC HEARING

MOVED BY: EASON SECOND: BARTLETT

AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY

NAYS: NONE

Community Services Planner Monica Cardin discussed property and answered questions.

MOTION: TO TABLE FOR TEN MINUTES TO RETRIEVE PHOTOS @ 6:25 PM.

05-07-18

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

13. RESOLUTION – RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN

Discussion, consideration, possible action to approve Resolution No. 05-07-18B, approving the requirements set forth by the Oklahoma Department of Commerce that, as a CDBG grant recipient, the City must have a current anti-displacement plan adopted by Council resolution on City letterhead; authorize Mayor to endorse same.

MOTION: TO APPROVE RESOLUTION NO. 05-07-18B, APPROVING RESIDENTIAL ANTI-DISPLACEMENT AND RELOCATION ASSISTANCE PLAN; AUTHORIZE MAYOR TO ENDORSE SAME.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

14. YMCA SWIM LESSONS FOR EAGLE HARBOR AQUATIC CENTER

Discussion, consideration, possible action to approve/deny a contract with the YMCA to provide swim lessons at Eagle Harbor Aquatic Center during the 2018 pool season, for which the YMCA will pay the City \$5.00 per student; authorize Mayor to endorse same; and direct staff accordingly.

MOTION: TO APPROVE A CONTRACT WITH THE YMCA TO PROVIDE SWIM LESSONS AT EAGLE HARBOR AQUATIC CENTER DURING THE 2018 POOL SEASON, FOR WHICH THE YMCA WILL PAY THE CITY \$5.00 PER STUDENT; AUTHORIZE MAYOR TO ENDORSE SAME; AND DIRECT STAFF ACCORDINGLY.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

15. MID-DEL HIGH SCHOOL SWIM TEAM AT EAGLE HARBOR AQUATIC CENTER

Discussion, consideration, possible action to approve/deny a contract with the Mid-Del High School Swim Team to use Eagle Harbor Aquatic Center for swim practice during the 2018 pool season, for which the Mid-Del High School Swim Team will pay the City \$10.00 per student per month; authorize Mayor to endorse same; and direct staff accordingly.

MOTION: TO TABLE

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

MOTION: TO RECONVENE TO ITEM #12 @ 6:32 PM

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

Community Services Planner Monica Cardin continued discussion and answered questions after reviewing photos.

MOTION: TO CLOSE HEARING

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

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 June 8, 2018 and completion by June 30, 2018; authorize/not authorize 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.

MOTION: TO APPROVE 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 JUNE 8, 2018 AND COMPLETION BY JUNE 30, 2018; AUTHORIZE THE CITY CLERK TO FILE A NOTICE OF DILAPIDATION AND LIEN; AND APPROVE DIRECTING THE CITY MANAGER TO CAUSE THE STRUCTURES 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.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY
NAYS: NONE

16. COUNCIL INPUT:

- Mayor: Parade on Saturday May 19, 2018 at 10:00 am.

17. ADJOURNMENT

MOTION: TO ADJOURN AT 6:43PM

MOVED BY: BARTLETT SECOND: DEAN

AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY

NAYS: NONE

Approved this 21st day of May, 2018.

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
May 7, 2018 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 4, 2017.)

1. CALL TO ORDER AT 6:43 P.M. BY CHAIRMAN BRIAN LINLEY.
2. ROLL CALL

In Attendance: Trustee Floyd Eason, Ken Bartlett, Pam Finch, Michael Dean and Chairman Linley.

City Employees: City Manager Mark Edwards, Deputy City Clerk Melissa Jones, and City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT

A. Public: None

B. Trustees: None

4. MANAGER'S REPORT: None

5. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the DCMSA of April 16, 2018.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCMSA OF APRIL 16, 2018.

MOVED BY: FINCH SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND CHAIRMAN LINLEY
NAYS: NONE

6. DISCUSSION ONLY – DCMSA FUND BUDGET FOR FY 2018-2019

Discussion, consideration, possible action to approve holding a discussion concerning DCMSA Fund budget process including estimated revenues and expenditures for FY 2018-2019.

MOTION: TO APPROVE HOLDING A DISCUSSION CONCERNING DCMSA FUND BUDGET PROCESS INCLUDING ESTIMATED REVENUES AND EXPENDITURES FOR FY 2018-2019.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND CHAIRMAN LINLEY
NAYS: NONE

City Manager Mark Edwards discussed DCMSA fund for FY 18-19 and answered questions.

Public Works Director Bill Graham answered questions concerning sanitation trucks.

Deputy City Clerk Melissa Jones answered questions.

7. TRUST INPUT: None

8. ADJOURNMENT

MOTION: TO ADJOURN AT 7:32 PM.

MOVED BY: BARTLETT SECOND: DEAN
AYES: EASON, BARTLETT, FINCH, DEAN AND CHAIRMAN LINLEY
NAYS: NONE

Approved this 21st day of May, 2018.

MINUTES
DEL CITY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
May 7, 2018 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 4, 2018.)

1. CALL TO ORDER AT 7:32 P.M. BY CHAIRMAN BARTLETT
2. ROLL CALL

In Attendance: Trustees Floyd Eason, Pam Finch, Michael Dean, Brian Linley and Chairman Bartlett.

City Employees: City Manager Mark Edwards, Deputy City Clerk Melissa Jones, City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT
 - A. Public: -None
 - B. Trustees: - None

4. MINUTES

Discussion, consideration, possible action to approve minutes of regular meeting of the DCEDA of April 16, 2018 with modification to agenda item #6 to read:

TRUST INPUT

- Bartlett: Daily Oklahoman published articles recognizing two Del City businesses, MGM Trophies and Castle Row.

MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCEDA OF APRIL 16, 2018 WITH MODIFICATION TO AGENDA ITEM #6.

MOVED BY: FINCH SECOND: DEAN
AYES: EASON, FINCH, DEAN, LINLEY AND CHAIRMAN BARTLETT
NAYS: NONE

5. RESOLUTION DECLARING COMMITMENT TO TERMS OF LOAN DOCUMENTS AND AGREEMENT WITH FNB

Discussion, consideration, possible action to approve Resolution No. 05-07-18C, a joint resolution of the Del City Economic Development Authority and the City of Del City, declaring their commitment to honoring the terms of loan documents and agreement with FNB Community Bank; authorize Trust Chairman to endorse same.

05-07-18

MOTION: TO APPROVE RESOLUTION NO. 05-07-18C, A JOINT RESOLUTION OF THE DEL CITY ECONOMIC DEVELOPMENT AUTHORITY AND THE CITY OF DEL CITY, DECLARING THEIR COMMITMENT TO HONORING THE TERMS OF LOAN DOCUMENTS AND AGREEMENT WITH FNB COMMUNITY BANK; AUTHORIZE TRUST CHAIRMAN TO ENDORSE SAME.

MOVED BY: EASON SECOND: FINCH

AYES: EASON, FINCH, DEAN, LINLEY AND CHAIRMAN BARTLETT

NAYS: NONE

6. TRUST INPUT:

- Bartlett: Street party following the parade between 12-3pm.

7. ADJOURNMENT

MOTION: TO ADJOURN AT 7:37 PM

MOVED BY: BARTLETT SECOND: EASON

AYES: EASON, FINCH, DEAN, LINLEY AND CHAIRMAN BARTLETT

NAYS: NONE

Approved this 21st day of May, 2018

MINUTES
OKLAHOMA MUNICIPAL RETIREMENT FUND COMMITTEE
REGULAR MEETING
May 7, 2018 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on May 4, 2018.)

1. CALL TO ORDER AT 7:37 P.M. BY CHAIRMAN LINLEY
2. ROLL CALL

In Attendance: Trustees Floyd Eason, Ken Bartlett, Pam Finch, Michael Dean and Chairman Brian Linley.

City Employees: City Manager Mark Edwards, Deputy City Clerk Melissa Jones, and City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT
 - A. Public: None
 - B. Trustees: None
4. MINUTES

To approve minutes of regular meeting of the OMRF Committee of February 20, 2018.

MOTION: TO APPROVE THE MINUTES OF THE REGULAR MEETING OF THE OMRF COMMITTEE OF FEBRUARY 20, 2018.

MOVED BY: FINCH SECOND: DEAN
AYES: EASON, BARTLETT, FINCH, DEAN AND LINLEY
NAYS: NONE

5. RETIREMENT APPLICATION

Discussion, consideration, possible action to approve City employee Ruben Canava to receive an early retirement from the Oklahoma Municipal Retirement Fund, per voluntary resignation/retirement request from employee.

MOTION: TO APPROVE CITY EMPLOYEE RUBEN CANAVA TO RECEIVE AN EARLY RETIREMENT FROM THE OKLAHOMA MUNICIPAL RETIREMENT FUND.

MOVED BY: EASON SECOND: BARTLETT
AYES: EASON, BARTLETT, FINCH, DEAN AND LINLEY
NAYS: NONE

Chairman Linley asked if the contribution refund was the portion that the employee puts in.

6. COMMITTEE INPUT: None

7. ADJOURNMENT

MOTION: TO ADJOURN AT 7:40 PM

MOVED BY: BARTLETT SECOND: DEAN
AYES: EASON, BARTLETT, FINCH, DEAN AND LINLEY
NAYS: NONE

Approved this 21st day of May, 2018