

MINUTES
CITY COUNCIL OF DEL CITY
REGULAR MEETING
June 5, 2017 – 6:00 P.M.
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on June 2, 2017.)

1. CALL TO ORDER AT 6:00 P.M. BY MAYOR BRIAN E. 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, City Clerk Carol Noble, and City Attorney Jack Fried.

3. INVOCATION – Given by Council Member Ken Bartlett.

PLEDGE OF ALLEGIANCE – Led by Mayor Linley.

4. PUBLIC AND COUNCIL INPUT

A. Public: None

B. Council:

- Bartlett: Ditch near Oakbrook needs cleaning and weeds north of 29th near Domino's needs cutting.
- Finch: Parks need cleaning up.

5. CITY MANAGER'S REPORT:

- Pool leak is repaired.
- Big trash pickup total cost was \$81,000.
- Sewer main problem with contactor being addressed.
- Meeting with Library Comm. about project.

CITY CLERK'S REPORT: None

6. CONSENT DOCKET

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

A. Approve minutes of regular meeting of the Council of May 15, 2017.

06-05-17

- B. Approve blanket purchase order for Fleet Maintenance Division for FY 2017-2018 under account 01-518-218.

01-0033	A&H Auto, Inc	\$500.00
01-0561	ATC Freightliner	500.00
01-1034	Accutrac	500.00
01-0316	Advance	1,000.00
01-0750	AutoZone	750.00
01-0605	Central New Holland	500.00
01-0213	Cummins SO Plains	500.00
01-0050	FleetPride	1,000.00
01-0190	Howard Parts	750.00
01-0081	Hudiburg	750.00
01-0578	Midwest Hose	750.00
01-0634	NAPA Auto Parts	1,000.00
01-3056	O'Connors Lawn	750.00
01-0118	OCT Equipment	750.00
01-0354	O'Reilly Auto Parts	1,500.00
01-1079	P&K Equipment	750.00
01-0443	Perfection	500.00
01-1765	Pro Power	500.00
01-2992	Southern Tire Mart	750.00
01-0344	T & W Tires	<u>750.00</u>
	Total	\$14,750.00

- C. Approve using Alliance Personnel Services to provide temporary labor to be utilized in Park Maintenance Division; authorize/deny initiation of blanket purchase order and issuance of warrants from account 01-515-111 Seasonal Labor, not to exceed \$20,000.00, upon receipt and validation of invoices.
- D. Approve using AmeriWorks Occupational Health Center for pre-employment physical/drug screens and fit-for-duty physicals; authorize/deny initiation of blanket purchase order and issuance of warrants from account 01-505-316 Medical Services, not to exceed \$7,000.00, upon receipt and validation of invoices.
- E. Approve using McAfee & Taft for labor relations, consulting and representation as required in matters relating to labor relations with FOP and/or IAFF; authorize/deny initiation of blanket purchase order and issuance of warrants from account 01-505-376 Professional Services, not to exceed \$10,000.00, upon receipt and validation of invoices.

MOTION: MOTION: TO APPROVE CONSENT DOCKET

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

7. RESIGNATION OF DEL CITY HOUSING AUTHORITY COMMISSIONER

Discussion, consideration, possible action to accept the resignation of Rick Horn as a Commissioner of the Del City Housing Authority; declare/deny said position vacant.

MOTION: TO ACCEPT THE RESIGNATION OF RICK HORN AS A COMMISSIONER OF THE DEL CITY HOUSING AUTHORITY; DECLARE SAID POSITION VACANT.

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

8. RESOLUTION – BUDGET FY 2017-2018

A. Public Hearing

Discussion, consideration, possible action to approve holding a public hearing regarding the budget for the fiscal year ending June 30, 2018.

MOTION: TO OPEN A PUBLIC HEARING

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

City Manager Mark Edwards explained budget and answered questions.

There was no response from the public.

MOTION: TO CLOSE PUBLIC HEARING

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

B. Resolution

Discussion, consideration, possible action to adopt Resolution No. 06-05-17A, adopting budget for fiscal year 2017-2018 for the City of Del City; authorize Mayor to endorse resolution.

MOTION: TO ADOPT RESOLUTION NO. 06-05-17A, ADOPTING BUDGET FOR FISCAL YEAR 2017-2018 FOR THE CITY OF DEL CITY; AUTHORIZE MAYOR TO ENDORSE RESOLUTION.

MOVED BY: EASON SECOND: FINCH
AYES: EASON, BARTLETT, FINCH, DEAN AND MAYOR LINLEY

NAYS: NONE

9. GIRL SCOUTS OF AMERICA 2017 ANNUAL TWILIGHT CAMP

Discussion, consideration, possible action to approve/deny allowing the Girl Scouts of America, Community Service Team #638 to have their 4th Annual Twilight Camp at the Del City Community Center vacant area north of Eagle Harbor Aquatic Center; declare/deny a public purpose. The Twilight Camp will be held Monday, June 19 through Friday, June 23, 2017 from 6:30 p.m. to 8:30 p.m.

MOTION: TO APPROVE ALLOWING THE GIRL SCOUTS OF AMERICA, COMMUNITY SERVICE TEAM #638 TO HAVE THEIR 4TH ANNUAL TWILIGHT CAMP AT THE DEL CITY COMMUNITY CENTER VACANT AREA NORTH OF EAGLE HARBOR AQUATIC CENTER; DECLARE A PUBLIC PURPOSE.

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

10. SURPLUS CITY PROPERTY

Discussion, consideration, possible action to declare/deny the structure located at 3900 S.E. 22nd Street as surplus to the City’s needs; authorize it be processed for final disposition as approved by the City Manager.

MOTION: ACTION TO DECLARE THE STRUCTURE LOCATED AT 3900 S.E. 22ND STREET AS SURPLUS TO THE CITY’S NEEDS; AUTHORIZE IT BE PROCESSED FOR FINAL DISPOSITION AS APPROVED BY THE CITY MANAGER.

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

City Manager Mark Edwards explained plans for property.

11. ASSESS ABATEMENT COSTS TO PROPERTY OWNERS

Discussion, consideration, possible action to approve and ratify assessment costs in the total amount of \$1,589.08 to property owners for cleanup of property previously abated, in accordance with Del City Code Sections 13-106 through 13-114.

- (1) 1400 Mallard Drive
 - Owner: Allyson R. Lee Jr. (Del City, OK)
 - Contractor Fee\$500.00
 - Administrative Expenses\$353.54
 - Mailings, photos, processing, copying, etc.....\$16.00

Total Expenses.....\$869.54

- (2) 3924 Thomas Drive
 - Owner: 3924 East Thomas Dr Trust (Edmond, OK)
 - Contractor Fee\$350.00
 - Administrative Expenses\$353.54
 - Mailings, photos, processing, copying, etc.....\$16.00
 - Total Expenses.....\$719.54

MOTION: TO APPROVE AND RATIFY ASSESSMENT COSTS IN THE TOTAL AMOUNT OF \$1,589.08 TO PROPERTY OWNERS AT:

- (1) 1400 Mallard Drive
 - Total Expenses \$869.54

- (2) 3924 Thomas Drive
 - Total Expenses \$719.54

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

12. DONATION - ACCEPTANCE OF CONVEYANCE

Discussion, consideration, possible action to accept/deny conveyance of the tract of real property located at 1115 Hampton Drive, Del City, Oklahoma. This property is vacant, and is being donated by the owners to the City.

MOTION: TO ACCEPT CONVEYANCE OF THE TRACT OF REAL PROPERTY LOCATED AT 1115 HAMPTON DRIVE, DEL CITY, OKLAHOMA.

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

MOTION: TO RECESS TO DCMSA AT 7:08 PM

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

MOTION: TO RECONVENE AT 7:20 PM

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

13. 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 matters pertaining to economic development, including the transfer of property, financing or the creation of proposal to entice a business to locate within the City of Del City as provided in 25 O.S. § 307(C)(10).
- B. Discussion concerning the purchase or appraisal of real property pursuant to 25 O.S. § 307(B)(3).
- C. Discussion concerning pending investigations, claims, and actions pursuant to 25 O.S. § 307(B)(4).

City Attorney Jack Fried stated that in his opinion these matters qualify for Executive Session.

MOTION: TO RECESS TO EXECUTIVE SESSION AT 7:20 PM

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

RECONVENE FROM EXECUTIVE SESSION AT 8:30PM

14. ACTION FROM EXECUTIVE SESSION

- A. Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning matters pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to locate within the City of Del City.

MOTION: TO PROCEED AS DISCUSSED IN EXECUTIVE SESSION

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

- B. Discussion, consideration, possible action, if any, deemed appropriate arising from discussions held in executive session concerning matters pertaining to the purchase or appraisal of real property.

MOTION: TO PROCEED AS DISCUSSED IN EXECUTIVE SESSION

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

- C. Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning pending investigations, claims, and actions.

MOTION: TO TAKE NO ACTION

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

11. COUNCIL INPUT: None

12. ADJOURNMENT

MOTION: TO ADJOURN AT 8:33PM

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

Approved this 19th day of June, 2017.

MINUTES
DEL CITY MUNICIPAL SERVICES AUTHORITY
REGULAR MEETING
June 5, 2017 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on June 2, 2017.)

1. CALL TO ORDER AT 7:08 P.M. BY CHAIRMAN LINLEY
2. ROLL CALL

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

City Employees: City Manager Mark Edwards, City Clerk Carol Noble, and City Attorney Jack Fried.

3. PUBLIC AND TRUSTEE INPUT

A. Public: None

B. Trustees: None

4. MANAGER'S REPORT:

- WWTP proceeding nicely.

5. CONSENT DOCKET

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

- A. Approve minutes of regular meeting of the DCMSA of May 15, 2017.
- B. Approve blanket purchase order for Fleet Maintenance Division for FY 2017-2018 under account 20-530-218.

01-0561	ATC Freightliner	\$500.00
01-0213	Cummins So. Plains	750.00
01-0050	FleetPride	1,000.00
01-0005	Hoidale	750.00
01-0578	Midwest Hose	1,000.00
01-0634	NAPA Auto Parts	1,000.00
01-0354	O'Reilly Auto Parts	1,000.00
01-0443	Perfection	750.00
01-0907	Rush Truck	1,500.00

06-05-17

01-2992	Southern Tire Mart	750.00
01-0288	United Engine	<u>1,500.00</u>
	Total	\$10,500.00

- C. Approve blanket purchase order for Fleet Maintenance Division for FY 2017-2018 under account 20-534-218.

01-0033	A&H Auto, Inc	\$500.00
01-0561	ATC Freightliner	500.00
01-1034	Accutrac	500.00
01-0316	Advance	1,000.00
01-0750	AutoZone	750.00
01-0050	FleetPride	500.00
01-0190	Howard Parts	750.00
01-0081	Hudiburg	750.00
01-1224	J&R Equipment	500.00
01-0578	Midwest Hose	1,000.00
01-0634	NAPA Auto Parts	750.00
01-0118	OCT Equipment	750.00
01-3056	O'Connors Lawn	750.00
01-0354	O'Reilly Auto Parts	1,500.00
01-0179	P&K Equipment	750.00
01-0443	Perfection	500.00
01-1765	Pro Power	500.00
01-2992	Southern Tire Mart	750.00
01-0344	T & W Tires	<u>500.00</u>
	Total	\$13,500.00

MOTION: TO APPROVE CONSENT DOCKET.

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

6. RESOLUTION – BUDGET FY 2017-2018

Discussion, consideration, possible action to adopt Resolution No. 06-05-17A, adopting budget for fiscal year 2017-2018 for the Del City Municipal Services Authority; authorize Chairman to endorse resolution.

MOTION: TO ADOPT RESOLUTION NO. 06-05-17A, ADOPTING BUDGET FOR FISCAL YEAR 2017-2018 FOR THE DEL CITY MUNICIPAL SERVICES AUTHORITY; AUTHORIZE CHAIRMAN TO ENDORSE RESOLUTION.

MOVED BY: EASON SECOND: BARTLETT
 AYES: EASON, BARTLETT, FINCH, DEAN AND CHAIRMAN LINLEY

NAYS: NONE

7. REQUEST FOR PROPOSAL (RFP) NO. 1804 – WATER METERS, FIRE HYDRANTS, VALVES, METER BOXES, LIDS

Discussion, consideration, possible action to award/deny (RFP) No. 1804 – Water Meters, Fire Hydrants, Valves, Meter Boxes, Lids, to the lowest responsible bidder, HD Supply, for various items used by the Water Line Maintenance Division. This bid allows the WLM Division to purchase items as needed at a set price throughout FY 2017-2018.

MOTION: TO AWARD (RFP) NO. 1804 – WATER METERS, FIRE HYDRANTS, VALVES, METER BOXES, LIDS, TO THE LOWEST RESPONSIBLE BIDDER, HD SUPPLY.

MOVED BY: EASON SECOND: BARTLETT

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

NAYS: NONE

10. TRUST INPUT: None

11. ADJOURNMENT

MOTION: TO ADJOURN AT 7:20 P.M.

MOVED BY: BARTLETT SECOND: FINCH

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

NAYS: NONE

Approved this 19th day of June, 2017.

MINUTES
DEL CITY ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
June 5, 2017 – 6:00 P.M
3701 SE 15th Street – City Hall

(Agenda posted on the council bulletin board at 5:00 p.m. on June 2, 2017.)

1. CALL TO ORDER AT 8:33 P.M. BY CHAIRMAN BARTLETT.
2. ROLL CALL

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

City Employees: City Manager Mark Edwards, City Clerk Carol Noble, 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 DCEDA of August 1, 2017.

MOTION: MOTION: TO APPROVE MINUTES OF REGULAR MEETING OF THE DCEDA OF AUGUST 1, 2017.

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

5. RESOLUTION – BUDGET FY 2017-2018

Discussion, consideration, possible action to adopt Resolution No. 06-05-17A, adopting budget for fiscal year 2017-2018 for the Del City Economic Development Authority; authorize Chairman to endorse resolution.

MOTION: TO ADOPT RESOLUTION NO. 06-05-17A, ADOPTING BUDGET FOR FISCAL YEAR 2017-2018 FOR THE DEL CITY ECONOMIC DEVELOPMENT AUTHORITY; AUTHORIZE CHAIRMAN TO ENDORSE RESOLUTION.

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

6. PROFESSIONAL SERVICES AGREEMENT – ECONOMIC DEVELOPMENT CONSULTING SERVICES

Discussion, consideration, possible action to approve/deny Professional Services Agreement to Renew Consulting Services with Retail Strategies, LLC; authorize EDA Chairman to endorse same.

MOTION: TO APPROVE PROFESSIONAL SERVICES AGREEMENT TO RENEW CONSULTING SERVICES WITH RETAIL STRATEGIES, LLC; AUTHORIZE EDA CHAIRMAN TO ENDORSE SAME.

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

7. AMENDMENT TO REAL ESTATE PURCHASE AND SALE AGREEMENT

Discussion, consideration, possible action to approve/deny First Amendment to Real Estate Purchase and Sale Agreement, between the Del City Economic Development Authority and Hunt Properties, Inc.; authorize Trust Chairman to endorse same. This Amendment updates certain provisions of the original Real Estate Purchase and Sale Agreement, to facilitate closing.

MOTION: TO APPROVE FIRST AMENDMENT TO REAL ESTATE PURCHASE AND SALE AGREEMENT, BETWEEN THE DEL CITY ECONOMIC DEVELOPMENT AUTHORITY AND HUNT PROPERTIES, INC.; AUTHORIZE TRUST CHAIRMAN TO ENDORSE SAME.

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

8. TRUST INPUT: None

9. ADJOURNMENT

MOTION: TO ADJOURN AT 8:35 PM

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

Approved this 19th day of June, 2017.