

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma March 19, 2018**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:00 P.M.

Mayor Flanagan asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present Terry Willis, Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

Absent: None.

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Stan Brown, Julie Zollo, Stanton Harrell, Tanya Andrews, Brian Burnett, Doug Woodward, Milburn Litterell, Garrett Ball, Nate Turman, Kendal Bradshaw

Pledge of Allegiance by all.

Invocation by: Councilman Willis

APPOINTMENTS

Swearing in of Ward IV Councilman Herb McSpadden by Municipal Judge Stanton Harrell.

Presentation of Officer Kyle Brassfield, with Oath administered by Police Chief Stan Brown.

Call to the Public

None.

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Kirtley that the agenda for the regular CCDA meeting of March 19, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Claremore Cultural Development Authority Meeting on March 05, 2018 as printed.**
- (b) All Claims as printed.**

Motion by Hays, second by McSpadden to approve the consent items as listed. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

Motion by Michael second by Kirtley to adjourn. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Meeting adjourned at 6:08 P.M.



Sarah Sharp
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma March 19, 2018**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:08 P.M.

Mayor Flanagan asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present Terry Willis, Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

Absent: None.

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Stan Brown, Julie Zollo, Stanton Harrell, Tanya Andrews, Brian Burnett, Doug Woodward, Milburn Litterell, Garrett Ball, Nate Turman, Kendal Bradshaw

ACCEPTANCE OF THE AGENDA

Motion by Kirtley, second by Willis that the agenda for the regular CPWA meeting of March 19, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED

None.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Claremore Public Works Authority Regular Meeting on March 05, 2018.**
- (b) Water Treatment Plant Invoice to UCI, Application #29 in the amount of \$99,357.00.**
- (c) All claims as printed.**

Motion by DeMier, second by Kirtley to approve the consent items as listed.

Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

Motion by Hays, second by McSpadden to adjourn. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Meeting adjourned at 6:13 P.M.

A handwritten signature in black ink that reads "Sarah Sharp". The signature is written in a cursive, flowing style.

Sarah Sharp
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma March 19, 2018**

CALL TO ORDER

Meeting called to order Mayor Flanagan at 6:30 P.M.

Mayor Flanagan asked City Clerk Sarah Sharp to note that members are present/absent as indicated below:

Present Terry Willis, Ken Hays, Herb McSpadden, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

Absent: None.

Staff Present: Jim Thomas, Jonah Humes, Bryan Drummond, Sarah Sharp, Stan Brown, Julie Zollo, Stanton Harrell, Tanya Andrews, Brian Burnett, Doug Woodward, Milburn Litterell, Garrett Ball, Nate Turman, Kendal Bradshaw

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Willis that the agenda for the regular City Council meeting of March 19, 2018 be approved as written. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes ; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

AWARDS, AND COMMUNICATIONS

None.

MAYOR'S REPORT & APPOINTMENTS

None.

STAFF REPORTS

Communications: Report from Josh Froman as to the Shoreline Shred Bike Race that was held at The Claremore Lake Mountain Bike Trails on 03/11/18. It was part of the Tour De Dirt Race Tour with a total of 197 registered racers and 25 tots-teenagers. They had a lot of great feedback from the participants regarding the course and how the event was ran. Participants traveled here from 5 states and 1 foreign country.

Rory Peterson also thanked the Council, Sarah with Musicians Haven, Brandon Claybourne, David Stewart, and Josh Froman with Adventure Signs.

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

- (a) Minutes of the Regular Council Meeting on March 05, 2018.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay periods ending March 10, 2018 in the amount of \$444,147.18 and estimated salary claims to include contractual agreements for Fire Union Dues, Flexible Spending Accounts, Life Insurance, Fire Pension, Police Pension, Oklahoma Municipal Retirement Fund, Supplemental Vision, and Short/Long Term disability plans, Employee Recreation Center Fees, and United Way Contributions for the next pay period in the amount of \$500,000. Payroll at \$500,000 amount to include payables.**
- (d) Approval to advertise and solicit bids for the Community Development Block Grant CDBG #17028 2017 Sidewalk Improvements Project in Claremore's Original Townsite. (Jill Ferenc)**

Motion by Kirtley, second by Hays to approve the consent items as listed. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(2) Discussion and vote to Approve/reject Ordinance #2018-5, changing the zoning of a portion of land located on the Southerly 30 feet of Lot 3 and all Lot 4 in Block 24 of the City of Claremore, Rogers County, State of Oklahoma, from Residential Multi-Family High Intensity District (RM-3) to Residential Duplex District (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. (Jill Ferenc)

Ferenc stated that the plan is to put 2 duplexes which will need to go before Board of Adjustment for special exemption due to the size of the lot. The area is already mixed usage. It has been approved by the Planning Commission and there were no citizens present to speak for or against the re-zoning.

Motion by Willis, second by Hays to approve Ordinance #2018-5, changing the zoning of a portion of land located on the Southerly 30 feet of Lot 3 and all Lot 4 in Block 24 of the City of Claremore, Rogers County, State of Oklahoma, from Residential Multi-Family High Intensity District (RM-3) to Residential Duplex District (RD) and directing the appropriate amendment to the zoning map of the City of Claremore, Oklahoma. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

(3) Discussion and vote to Approve/reject funding request from the Rodeo Arena Cooperative in the amount of \$10,000 for improvement projects to the Stampede Park. (Jim Thomas)

Motion by Kirtley, second by Michael to approve funding request from the Rodeo Arena Cooperative in the amount of \$10,000 for improvement projects to the Stampede Park. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

EXECUTIVE SESSION

(1) Discussion and vote to Approve/reject entering into executive session to discuss the following:

(A) Discussing the evaluation and the employment performance of the City Manager, as authorized by Tit. 25, Oklahoma Statutes, Section 307(B) (1) and (b) (7), where disclosure of information would violate confidentiality requirements of State law.

Motion by Kirtley, second by Callender to approve entering into executive session to discuss the above items. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Time Entered into Executive Session: 6:53 P.M.

(2) Vote to acknowledge return to regular session.

Motion by Willis, second by Hays to acknowledge return to regular session. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Time Returned to Regular Session: 7:40 P.M.

(3) Statement of executive session minutes.

Statement of Executive Session was read by City Attorney Brian Drummond: During executive session, all Council Members present at the meeting were present with the City Attorney, and later the City Manager to discuss the evaluation and the employment performance of the City Manager, as authorized by Tit. 25, Oklahoma Statutes, Section 307(B) (1) and (b) (7), where disclosure of information would violate confidentiality requirements of State law. No other items were discussed and no votes were taken.

Motion by Flanagan, second by Callender to extend City Managers contract through June 30, 2019 with a 3% increase in salary, increase in severance pay from 6 months to 12 months, and increase in car allowance from \$400.00 monthly to \$600.00 monthly. All other terms and conditions remain the same. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

ADJOURNMENT

Motion by DeMier, second by Callender to adjourn. Roll call vote: Willis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Meeting adjourned at 7:43 P.M.

A handwritten signature in cursive script that reads "Sarah Sharp".

Sarah Sharp
City Clerk