

**Minutes of the Claremore Cultural Development Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 18, 2019**

CALL TO ORDER

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

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

Present: Jennifer Lewis, Ken Hays, Herb McSpadden, Bill Flanagan, Justin Michael, Susan Kirtley

Absent: Herb McSpadden, Brian Callender, Will DeMier, Scott Savage

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Stan Brown, Lisa Wilson, Jean Hurst, Joe Kays, Kyle Clifton

Pledge of Allegiance by all.

Invocation by: Councilman Hays

CALL TO THE PUBLIC

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Kirtley that the agenda for the regular CCDA meeting of February 18, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, 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 February 04, 2019 as printed.

(b) All Claims as printed.

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

ADJOURNMENT

Motion by Hays, second by Michael to adjourn. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 6:03 P.M.

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

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 18, 2019**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:03 P.M.

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

Present: Jennifer Lewis, Ken Hays, Herb McSpadden, Bill Flanagan, Justin Michael, Susan Kirtley

Absent: Herb McSpadden, Brian Callender, Will DeMier, Scott Savage

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Stan Brown, Lisa Wilson, Jean Hurst, Joe Kays, Kyle Clifton

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Michael that the agenda for the regular CPWA meeting of February 18, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, 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 February 04, 2019.

(b) All claims as printed.

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

ADJOURNMENT

Motion by Kirtley, second by Michael to adjourn. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 6:03 P.M.

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

Sarah Sharp, CMC
City Clerk

**Minutes of Claremore City Council Regular Meeting
Council Chambers, City Hall, 104 S. Muskogee Ave.
Claremore, Oklahoma February 18, 2019**

CALL TO ORDER

Meeting called to order by Mayor Flanagan at 6:04 P.M.

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

Present: Jennifer Lewis, Ken Hays, Herb McSpadden, Bill Flanagan, Justin Michael, Susan Kirtley

Absent: Herb McSpadden, Brian Callender, Will DeMier, Scott Savage

Staff Present: Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Stan Brown, Lisa Wilson, Jean Hurst, Joe Kays, Kyle Clifton

ACCEPTANCE OF THE AGENDA

Motion by Hays, second by Michael that the agenda for the regular City Council meeting of February 18, 2019 be approved as written. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

AWARDS, PRESENTATIONS, AND COMMUNICATIONS

None

MAYOR'S REPORT & APPOINTMENTS

None

CITY MANAGER'S REPORT

Thomas informed Council that next Wednesday, February 27th will be Claremore Day at the State Capitol from 10 a.m.-2 p.m. If any of the Councilors are interested in going, please let Thomas know.

STAFF REPORTS

None

CURRENT BUSINESS

(1) Approve/Reject the following consent items:

(a) Minutes of the Regular Council Meeting on February 04, 2019.

(b) Minutes of the Special Council Meeting on February 12, 2019.

(c) All claims as printed.

(d) Actual salary claims for pay period ending February 09, 2019 in the amount of \$495,895.56 and estimated salary claims to include contractual agreement 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, and United Way Contributions for the next pay period in the amount of \$500,000. Payroll at \$500,000 amount to include payables.

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

(2) Discussion and vote to Approve/Reject request for a variance on Claremore City Ordinance, Chapter 99, Section .05, A, #5 to allow the event promoters and volunteers to serve beer at the Claremore Lake Mountain Bike Trails on March 24, 2019 (Jim Thomas/Rory Peterson).

Rory Peterson was present to discuss last year's event. Last year 4 states were represented and was a huge success. The event will have liability insurance, event insurance, and ABLE permits for the event.

Motion by Kirtley, second by Michael to approve variance on Claremore City Ordinance, Chapter 99.05 to allow the event promoters and volunteers to serve beer at the Claremore Lake Mountain Bike Trails on March 24, 2019. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

(3) Discussion and vote to Approve/Reject Ordinance 2019-_____, amending Ordinance Section 92.40 regarding Dog Parks (Stan Brown/Jean Hurst).

Motion by Kirtley, second by Hays to Ordinance 2019-1, amending Ordinance Section 92.40 regarding Dog Parks. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

(4) Discussion and vote to Approve/Reject acceptance of Electric and Sanitary Sewer easements from Casey's Marketing Company (Jill Ferenc).

It was noted there was a scrivener's error; the Sanitary Sewer Easement was listed incorrectly, it is actually a Water Easement.

Motion by Kirtley, second by Michael to approve the acceptance of Electric and Water easements from Casey's Marketing Company. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

(5) Discussion and vote to Approve/Reject amended service agreement between the City of Claremore and Meshek & Associates, LLC for consulting and project management services for the FEMA Hazard Mitigation Grant Program for voluntary acquisition project (FEMA 4222-DR OK, Project #037) (Jill Ferenc).

Motion by Micheal, second by Kirtley to approve the amended service agreement between the City of Claremore and Meshek & Associates, LLC for consulting and project management services for the FEMA Hazard Mitigation Grant Program for voluntary acquisition project (FEMA 4222-DR OK, Project #037). Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

(6) Discussion and vote to Approve/Reject Ordinance 2019-_____, amending the zoning from RS-3 (Residential Single-Family High Intensity District) to RD (Residential Duplex) for property located at 623 W. 7th Street (Jill Ferenc).

Planning Commission vote in favor of this item 6-1. There was one letter received by a neighbor who spoke against the re-zoning. It was also noted the address was listed as W. 7th Street and it is actually E. 7th St., but the legal description is correct, so the item can be approved.

Motion by Kirtley, second by Michael to approve Ordinance 2019-2, amending the zoning from RS-3 (Residential Single-Family High Intensity District) to RD (Residential Duplex) for property located at 623 E. 7th Street. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Councilor Michael encouraged the City to look at improvements in this area, as the roadway is very narrow and drainage is not adequate, and with this area growing, it will only put more demands on infrastructure in this area and he would like to see it taken care of before there are issues.

(7) Discussion and vote to Approve/Reject the Final Plat of Kum & Go #1840 located at North Lynn Riggs Boulevard and Blue Starr Drive (Jill Ferenc).

Asst. Planning Director Kyle Clifton stated these improvements include an additional right of way for expansion and improvements of Blue Starr Dr. for future improvements. Project is expected to take 6-12 months to complete. There will be a MOU for the sign and some parking spaces that will be coming before the council in the future, as they will be in the newly expanded ROW.

Motion by Michael, second by Kirtley to approve the Final Plat of Kum & Go #1840 located at North Lynn Riggs Boulevard and Blue Starr Drive. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

ADJOURNMENT

Motion by Kirtley, second by Michael to adjourn. Roll call vote: Lewis, yes; Hays, yes; Flanagan, yes; Michael, yes; and Kirtley, yes. Motion carried.

Meeting adjourned at 6:26 P.M.

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

Sarah Sharp, CMC
City Clerk