

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma June 3, 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:** Herb McSpadden, Bill Flanagan, Brian Callender, Justin Michael,  
Susan Kirtley, Scott Savage

**Absent:** Jennifer Lewis, Ken Hays, Will DeMier

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Stan Brown, Tim White, Kyle Clifton, Tana Andrews, Lisa Wilson, Jill Ferenc, Jonah Humes

Pledge of Allegiance by all.

Invocation by: Pastor Rick Burke, Cedar Point Church

**CALL TO THE PUBLIC**

**Cheryl Hastings, 205 S. Chambers Ave., owner of Park It Mobile Home Park spoke requesting changes in floodplain regulations for mobile homes. Hastings stated that current FEMA regulation require the floor to be at BFE. City regulations require floor level to be at the bottom of the I-beam, which would put some of these mobile homes up to 5 ½ feet off the ground. Hastings also requested the City consider a large pond in the future dog park to reduce flooding in the area.**

**John Cary, 1000 Faulkner Drive- spoke in support of the comprehensive plan. Cary was present representing both the Rogers County Historical Society and the Claremore Museum of History. Cary complimented the City staff on the professionalism of the process.**

**Gavin Dorsey- requesting ordinance change to allow mini pigs as pets inside the City limits. Dorsey presented documents regarding miniature pigs to the council as well as a change.org petition.**

**ACCEPTANCE OF THE AGENDA**

Motion by Callender, second by Michael that the agenda for the regular CCDA meeting of June 3, 2019 be approved as written. Roll call vote: McSpadden, 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 May 20, 2019 as printed.**
- (b) All Claims as printed.**

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

**ADJOURNMENT**

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

Meeting adjourned at 6:10 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma June 3, 2019**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:10 P.M.

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

**Present:** Herb McSpadden, Bill Flanagan, Brian Callender, Justin Michael,  
Susan Kirtley, Scott Savage

**Absent:** Jennifer Lewis, Ken Hays, Will DeMier

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Stan Brown, Tim White, Kyle Clifton, Tana Andrews, Lisa Wilson, Jill Ferenc, Jonah Humes

**ACCEPTANCE OF THE AGENDA**

Motion by Callender, second by Kirtley that the agenda for the regular CPWA meeting of June 3, 2019 be approved as written. Roll call vote: McSpadden, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**ITEMS UNFORESEEN AT THE TIME AGENDA WAS POSTED**

None.

**MAYOR'S REPORT & APPOINTMENTS**

**(1) Appointment of Tanya Andrews, Director of Expo & Tourism as the designated appointee to the Arena Coop Board of Directors, representing the CPWA for a term of 2 years.**

Place on the next agenda as an action item. There was no action item associated with this item.

**CURRENT BUSINESS**

**(2) Approve/Reject the following consent items:**

**(a) Minutes of the Claremore Public Works Authority Regular Meeting on  
May 20, 2019.**

**(b) All claims as printed.**

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

## ADJOURNMENT

Motion by Kirtley, second by Savage to adjourn. Roll call vote: McSpadden, 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, CMC  
City Clerk

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma June 3, 2019**

**CALL TO ORDER**

Meeting called to order by Mayor Flanagan at 6:13 P.M.

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

**Present:** Herb McSpadden, Bill Flanagan, Brian Callender, Justin Michael,  
Susan Kirtley, Scott Savage

**Absent:** Jennifer Lewis, Ken Hays, Will DeMier

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Stan Brown, Tim White, Kyle Clifton, Tana Andrews, Lisa Wilson, Jill Ferenc, Jonah Humes

**ACCEPTANCE OF THE AGENDA**

Motion by Callender, second by Michael that the agenda for the regular City Council meeting of June 3, 2019 be approved as written. Roll call vote: McSpadden, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

**CITY MANAGER'S REPORT**

**STAFF REPORTS**

**Lisa Wilson- presentation on flooding last week**

Mayor Flanagan stated that the areas that experienced flooding will be placed into three categories: nothing can be done, corrective action can be taken to correct issue, combination of City efforts/Property owner solutions. There are isolated areas that need to be re-engineered to see if there is something that can be done. This will take some time but we are beginning the process.

## CURRENT BUSINESS

**(1) Approve/Reject the following consent items:**

- (a) Minutes of the Regular Council Meeting on May 20, 2019.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period ending May 18, 2019 in the amount of \$485,860.81 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.**
- (d) Approval of a letter supporting the Volunteers for Youth's USDA Farmers Market and Local Food Promotion Program grant application (Kyle Clifton).**

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

**(2) Discussion and vote to Approve/Reject General Liability and Vehicle Insurance renewal for FY2019-2020 with OMAG (Oklahoma Municipal Alliance Group) amount not to exceed \$147,110.00 (Sarah Sharp).**

Motion by McSpadden, second by Callender to approve Insurance Renewal for FY2019-2020. Roll call vote: McSpadden, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject Resolution 2019-8, amending the City of Claremore 2040 Comprehensive Plan by adding the Claremore Special Districts Plan (Jill Ferenc).**

Anne Ricker with Ricker/Cunningham and Daniel Hintz with Velocity Group were present.

Ricker reviewed the process and discussed the 4 districts that were determined:

Downtown District

Historic Route 66 District

West Bend/University District

Will Rogers Corridor District

Motion by Kirtley, second by McSpadden to approve Resolution 2019-8. Roll call vote: McSpadden, yes; Flanagan, yes; Callender, yes; Michael, abstain; Kirtley, yes; and Savage, yes. Motion carried.

## ADJOURNMENT

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

Meeting adjourned at 7:46 P.M.

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

Sarah Sharp, CMC  
City Clerk