

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma March 16, 2020**

**CALL TO ORDER**

Meeting called to order by Deputy Mayor Will DeMier at 6:00 P.M.

Deputy Mayor DeMier asked Deputy City Clerk Lisa Rogers to note that members are present/absent as indicated below:

**Present:** Jennifer Lewis, Ken Hays, Herb McSpadden, Will DeMier, Brian Callender, Susan Kirtley, Scott Savage

**Absent:** Bill Flanagan, Justin Michael

**Staff Present:** Jim Thomas, Bryan Drummond, Lisa Rogers, Kyle Clifton, Chris Paulsen, Tanya Andrews, Stan Brown, Suzan Maloy, Garrett Ball

Pledge of Allegiance by all.

Invocation by: Councilman Ken Hays

**CALL TO THE PUBLIC**

Scott Nyman- Spoke in favor of the applicant for the zoning appeal. Been going to her for many years.

Doug/Margaret Guffey- Submitted the petition opposing the zoning change. Zone for residential and spoke of a covenant included in their deed for the land. Tracts are restricted to residential. Concerned for property values of their homes.

Frank Pregler- Road at Westwood coming out to Hwy 20. Concerned for bus stop at that corner due to the hill. Opposed to re-zoning due to safety.

Ken Willits-talked about the city of Claremore and the features they like from when they moved. Concerned about the dangerous intersection by his house. Doesn't understand why the business wants to move into a residential area. Appearance, noise, smell of a business.

Christy Wylie-customer of the business. Speaking for the applicant and her business.

Dale Harrison- co-applicant for the zoning change. Has lived in Claremore all her life. Talked of the location, and pros of the business in the area.

Amy Eubanks- zoning co-applicant. Speaking to the business and disturbance that won't cause to the area. Talked of the business practices and goals of her business. Asked for a chance to

have her business in town- it's close to her house. Talked about other business it can bring to town.

Mindy Stiger- her dad owns the property next door to the location. Asked about the difference between the boarding and what they are talking about doing now with short term stays. Talked about the value of the neighborhood as is, without the businesses.

Shirley Gilliam- her home backs up to the property. Doesn't want the added noise of dogs close to her property. Says neighborhood is a unique one and doesn't want any more businesses close to the neighborhood.

Donna Froman- speaking in favor of the applicant- has done business with her for years. Spoke of the cleanliness, quietness, of her business.

Carrie Robinson- speaking for the applicant. Does business with her. Spoke of the cleanliness, quietness, of her business. Showing support for her and her business.

#### **ACCEPTANCE OF THE AGENDA**

Motion by Kirtley, second by McSpadden that the agenda for the regular CCDA meeting of March 16, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Callender, 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 2, 2020 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; McSpadden, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:03 P.M.

*Lisa M. Rogers*

Lisa M. Rogers  
Deputy City Clerk

**Minutes of Claremore Public Works Authority Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma March 16, 2020**

**CALL TO ORDER**

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

Deputy Mayor DeMier asked Deputy City Clerk Lisa Rogers to note that members are present/absent as indicated below:

**Present:** Jennifer Lewis, Ken Hays, Herb McSpadden, Will DeMier, Brian Callender, Susan Kirtley, Scott Savage

**Absent:** Bill Flanagan, Justin Michael

**Staff Present:** Jim Thomas, Bryan Drummond, Lisa Rogers, Kyle Clifton, Chris Paulsen, Tanya Andrews, Stan Brown, Suzan Maloy, Garrett Ball

**ACCEPTANCE OF THE AGENDA**

Motion by McSpadden, second by Hays to approve that the agenda for the regular CPWA meeting of March 16, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

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

None.

**CURRENT BUSINESS**

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

**(a) Minutes of the Claremore Public Works Authority Regular Meeting on March 2, 2020.**

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

**(c) Approval of Wood Environment invoice #S56561519 in the amount of \$15,829.40 for the Claremore Lake Dam Feasibility study (Garrett Ball).**

Item (c) is the final invoice for Wood for the consult on the Dam repairs.

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

## ADJOURNMENT

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

Meeting adjourned at 6:05 P.M.

*Lisa M. Rogers*

Lisa M. Rogers  
Deputy City Clerk

**Minutes of Claremore City Council Regular Meeting  
Council Chambers, City Hall, 104 S. Muskogee Ave.  
Claremore, Oklahoma March 16, 2020**

**CALL TO ORDER**

Meeting called to order by Deputy Mayor DeMier at 6:05 P.M.

Deputy Mayor DeMier asked Deputy City Clerk Lisa Rogers to note that members are present/absent as indicated below:

**Present:** Jennifer Lewis, Ken Hays, Herb McSpadden, Will DeMier, Brian Callender, Susan Kirtley, Scott Savage

**Absent:** Bill Flanagan, Justin Michael

**Staff Present:** Jim Thomas, Bryan Drummond, Lisa Rogers, Kyle Clifton, Chris Paulsen, Tanya Andrews, Stan Brown, Suzan Maloy, Garrett Ball

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by McSpadden that the agenda for the regular City Council meeting of March 16, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

Announcement regarding the City's modification to facility openings during the COVID-19 pandemic:

For the next 30 days the following will be altered:

- Claremore Expo- All currently scheduled events will be canceled
- Senior Center- Facility will be closed and suspending all current activities. Seniors may place a meal order by 11:30 am and pick up lunch to-go from 12:00 to 1:00 pm.
- Community Center- No gatherings will be allowed for groups in excess of 50 people.
- Library- The Will Rogers Library is currently closed. The staff continues to work manning phones, handling social media, and assisting patrons with digital resources. All late library fees will be suspended for the next 30 days.
- Claremore Rec Center- There will be no child care available or organized classes for the next 30 days. No more than 50 people will be allowed within the Rec Center at one time.
- Municipal Traffic Court- The City is suspending municipal/traffic court for the next 30 days.

- Citizens Police Academy- We are suspending the 2020 Citizens Police Academy and will re-evaluate in 4 weeks.  
We will re-evaluate and notify the public of any changes at the end of 30 days.

## **MAYOR'S REPORT & APPOINTMENTS**

### **(1) Approval of reappointment of Dr. R. Wes Wilson, Hillcrest Hospital, to the Member from Community at Large for a 1 year term to the Claremore EMS Board.**

Motion by Hays, second by Kirtley to approve the appointment. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

### **(2) Approval of appointment of Dr. Emily Williams, Green Country Physicians, to the Member from Community at Large for a 1 year term to the Claremore EMS Board.**

Motion by Callender, second by Hays to approve the appointment. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

## **CITY MANAGER'S REPORT**

### **STAFF REPORTS**

Daniel Hintz and Brad Lonberger- Unified Development Code

Kimley-Horn associates provided an update on the Unified Development Code project they are doing for the Planning & Development Department. They're looking at zoning and subdivision redesign to align with our Comprehensive Plan, redevelopment for vacant lots in the city, and where/how they can integrate mobility standards. They will be doing engagement with the community over the next 9 to 12 months: new engagement with neighborhoods, and continue the existing/past engagement they've been doing with community groups. They'll be visiting Claremore once a month for the project. The next Council update they plan to provide will be in July 2020.

## **CURRENT BUSINESS**

### **(3) Approve/Reject the following consent items:**

- (a) Minutes of the Regular Council Meeting on March 2, 2020.**
- (b) All claims as printed.**
- (c) Actual salary claims for pay period February 22, 2020 in the amount of \$495,004.07 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 \$600,000. Payroll at \$600,000 amount to include payables.**

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

**(4) Discussion and vote to Approve/Reject an appeal of the Planning Commission's decision to disapprove a zoning change from RE to CH on a piece of property described as the E 10' of Tract 30 and the W 152' of Tract 31, in Block 1 of the Holiday Hills Addition (Kyle Clifton).**

The property is undeveloped. The home burned and is vacant. The Future Land Use Map has the property classified as suburban residential. Challenging that thought though is the developmental pressure in this area. Development is allowed on the North side but not on the South side according to the current land use plans/codes. The Planning Department talked with the business to make sure they would have a cohesive look for the neighborhood and preserve the character. Staff recommended approval, but planning commission denied it.

Motion by Savage, second by Callender to reject the appeal. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Callender, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject ambulance service agreement between the City of Claremore and Pafford EMS of Oklahoma, Inc. (Jim Thomas).**

This item was not voted on or discussed.

**ADJOURNMENT**

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

Meeting adjourned at 7:08 P.M.

*Lisa M. Rogers*

Lisa M. Rogers  
Deputy City Clerk