

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma May 18, 2020**  
**NOTICE: Meeting is to be conducted via videoconference- there was no physical site or  
location for this meeting.**

**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, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

**Absent:** None

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, John Feary, Tanya Andrews, Kyle Clifton

**Invocation by Reverend Jamie Willis, Vessel Church.**

**CALL TO THE PUBLIC**

**John Feary-** spoke regarding the re-zoning agenda item. CIEDA strongly supports the rezoning and development. Claremore has made great strides to become more development friendly. The staff has done a great job making sure all elements of development so that stormwater, issues, etc. are met and that developers are held to the proper standards.

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by DeMier that the agenda for the Regular CCD A meeting of May 18, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Claremore Cultural Development Authority Meeting on  
May 4, 2020.**

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

Motion by Kirtley, second by Hays to approve the consent items as listed. Roll call vote: Lewis, 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 a Public Hearing to discuss the fiscal year 2020-2021 CCDA budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2020-2021 fiscal year (Jim Thomas/Suzan Maloy).**

Motion by DeMier, second by Hays to approve opening the Public Hearing. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Hearing opened at 6:06 p.m.

Jim gave budget presentation, explaining all the transfers amongst City accounts/departments, budget rollovers for projects that were not able to be completed in the 2019-2020 Fiscal Year. Thomas highlighted the budgets and projects for the Expo Center and Recreation Center.

There were no comments or questions from the public.

Motion by DeMier, second by Savage to approve closing the public hearing. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Hearing closed at 6:15 p.m.

**(3) Discussion and vote to Approve/Reject Resolution No. 2020-02, adopting the Claremore Cultural Development Authority budget for the fiscal year 2020-2021 and directing said budget be transmitted to the State Auditor and Inspector's Office (Jim Thomas/Suzan Maloy).**

Motion by DeMier, second by Hays to approve Resolution No. 2020-02. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:17 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting  
Claremore, Oklahoma May 18, 2020**

**NOTICE: Meeting is to be conducted via videoconference- there was no physical site or location for this meeting.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:18 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, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

**Absent:** None

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, John Feary, Tanya Andrews, Kyle Clifton

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Kirtley that the agenda for the Regular CPWA meeting of May 18, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Claremore Public Works Authority Meeting on May 4, 2020.**

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

**(c) Approval of request to go out to bid for Annual Sand, Rock, and Gravel pricing for Fiscal Year 2020-2021 (Jonah Humes).**

Motion by Hays, second by DeMier to approve the consent items as listed. Roll call vote: Lewis, 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 a Public Hearing to discuss the fiscal year 2020-2021 CPWA budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2020-2021 fiscal year (Jim Thomas/Suzan Maloy).**

Motion by Hays, second by DeMier to approve opening the public hearing. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Hearing opened at 6:20 p.m.

Reported debt and showed balances through 2036, which will be less than \$1 million for 2036. The extra \$10 million that was borrowed is not included in the budget totals. Detailed revenues and expenses for the CPWA accounts and highlighted major projects/purchases for sanitation, electric department, and water/sewer.

Motion by Hays, second by DeMier to approve closing the public hearing. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Hearing closed at 6:27 p.m.

**(3) Discussion and vote to Approve/Reject CPWA Resolution No. 2020-02, adopting the Claremore Public Works Authority budget for the fiscal year 2020-2021 and directing said budget be transmitted to the State Auditor and Inspector's Office (Jim Thomas/Suzan Maloy).**

Motion by Hays, second by DeMier to approve CPWA Resolution No. 2020-02. Roll call vote: Lewis, 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 DeMier to adjourn. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Meeting adjourned at 6:29 P.M.



Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma May 18, 2020**

**NOTICE: Meeting is to be conducted via videoconference- there was no physical site or location for this meeting.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:29 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, Will DeMier, Bill Flanagan, Brian Callender, Justin Michael, Susan Kirtley, Scott Savage

**Absent:** None

**Staff Present:** Jim Thomas, Bryan Drummond, Sarah Sharp, Tim White, Garrett Ball, John Feary, Tanya Andrews, Kyle Clifton

**ACCEPTANCE OF THE AGENDA**

Motion by Hays, second by Kirtley that the agenda for the Regular Claremore City Council meeting of May 18, 2020 be approved as written. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

The Mayor and City Manager have discussed and agreed to continue holding zoom meetings through the end of June and then will re-evaluate.

**MAYOR'S REPORT & APPOINTMENTS**

**STAFF REPORTS**

**CITY MANAGER REPORT**

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Council Meeting on May 4, 2020.**

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

**(c) Actual salary claims for pay period ending April 18, 2020 in the amount of \$478,809.71 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.**
- (d) Approval of monthly pension payments for Donald W. Stogsdill (Ashley Hickman).**
  - (e) Approval of request to go out to bid for annual sand, gravel and rock pricing for fiscal year 2020-2021 (Jonah Humes).**
  - (f) Approval of request to go out to bid for annual asphalt pricing for fiscal year 2020-2021 (Jonah Humes).**
  - (g) Approval of request to go out to bid for annual concrete pricing for fiscal year 2020-2021 (Jonah Humes).**
  - (h) Approval of acceptance of a drainage easement from Glen & Ami Shaffer in part of Lots 9, 10, 11, and 12 in Block 35 and part of the south 67.5 feet of Lots 13, 14, 15, and 16 in Block 35, all in Bayless Addition to the City of Claremore, Rogers County, Oklahoma, according to the plat thereof (Kyle Clifton).**

Motion by Kirtley, second by Hays to approve consent items as listed. Roll call vote: Lewis, 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 a Public Hearing to discuss the fiscal year 2020-2021 City of Claremore budget. The discussion may include prioritization of capital and other projects, personnel and labor costs and priorities, anticipated revenues, expenses, and other matters related to approval of budget for the 2020-2021 fiscal year (Jim Thomas/Suzan Maloy).**

Motion by Hays, second by McSpadden to approve opening the public hearing. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Opened the public hearing at 6:32 p.m.

Showed sales tax received and where each portion is reserved for. Highlighted notable projects and revenue for the general fund. Budget highlights for the Parks department, police, animal control, and fire.

Thomas listed the proposed projects to be completed with the \$10 million that was borrowed in the 2019 revenue note for capital improvements.

There were no questions or comments from the public.

Motion by McSpadden, second by Savage to approve closing the public hearing. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

Closed the public hearing at 6:43 p.m.

**(3) Discussion and vote to Approve/Reject Resolution No. 2020-06, adopting the City of Claremore budget for the fiscal year 2020-2021 and directing said budget be transmitted to the State Auditor and Inspector's Office (Jim Thomas/Suzan Maloy).**

Motion by DeMier, second by Hays to approve Resolution No. 2020-06. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject awarding the construction contract for Southaven Sidewalk Improvement Project to R&L Construction for a total contract amount of \$137,750.51 (Garrett Ball).**

Nine bids were received for this project- the low bidder was R&L Construction. We checked references and found no issues. This project will put over 1 mile of sidewalk on the new section of Southaven.

Motion by Hays, second by Kirtley to approve construction contract award. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject Ordinance No. 2020-11, amending the zoning from Agriculture General (AG) to Residential Single-Family, High Density District (RS-3) on a piece of property described as the East 280 feet of the SE/4 of the NW/4 and the East 280 feet of the NE/4 of the SW/4, LESS AND EXCEPT the South 286.46 feet thereof, in Section 5, Township 21 North, Range 16 East of the I.B.&M., Rogers County, Oklahoma, according to the U.S. Government Survey thereof (Kyle Clifton).**

Opposition has been expressed from neighboring developments due to stormwater concerns and traffic flow concerns. This item was approved at the May 5<sup>th</sup> Planning Commission meeting- 5 in favor, 1 against, 1 abstained.

Drainage and detention study will be done in future part of the process. The City Engineer has reviewed the site and believes the changes associated with this development will improve drainage in the area. The development will cover 15 acres and the developer has no plans for the remaining 52 acres in the parcel at this time. The remaining 52 acres do have electric lines with 100 foot easements. They have consulted their civil engineer and he has advised the proposed detention area is adequate and they have room to expand that if needed. There are 52 units proposed at this time. There will be a dog park with it.

Motion by Savage, second by Kirtley to approve Ordinance No. 2020-11. Roll call vote: Lewis, 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 Kirtley to adjourn. Roll call vote: Lewis, yes; Hays, yes; McSpadden, yes; DeMier, yes; Flanagan, yes; Callender, yes; Michael, yes; Kirtley, yes; and Savage, yes.  
Motion carried.

Meeting adjourned at 7:03 P.M.

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

Sarah Sharp, CMC  
City Clerk