

**Minutes of the Claremore Cultural Development Authority Regular Meeting  
Claremore, Oklahoma July 6, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**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:** Scott Savage, Debbie Long, Justin Michael, Brian Callender, Bill Flanagan, Jonathan Eslick, Jennifer Lewis, Herb McSpadden, Lindsey Erwin (arrived at 6:02 p.m.)

**Absent:**

**Staff Present:** Bryan Drummond, Sarah Sharp, Tim White, Ger Xiong, Kyle Clifton, Garrett Ball, Andrew Knife Chief

**Invocation by Brian Doyle, Ignite Church**

**CALL TO THE PUBLIC**

Peggy Cogburn- thanked the City for the fireworks display.

**ACCEPTANCE OF THE AGENDA**

Motion by Savage, second by McSpadden that the agenda for the Regular CCDCA meeting of July 6, 2021 be approved as written. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Flanagan, yes; Eslick, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Claremore Cultural Development Authority Meeting on June 21, 2021.**

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

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

## **ADJOURNMENT**

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

Meeting adjourned at 6:04 P.M.

*Sarah Sharp*

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore Public Works Authority Regular Meeting  
Claremore, Oklahoma July 6, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**CALL TO ORDER**

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

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

**Present:** Scott Savage, Debbie Long, Justin Michael, Brian Callender, Bill Flanagan, Jonathan Eslick, Jennifer Lewis, Herb McSpadden, Lindsey Erwin

**Absent:**

**Staff Present:** Bryan Drummond, Sarah Sharp, Tim White, Ger Xiong, Kyle Clifton, Garrett Ball, Andrew Knife Chief

**ACCEPTANCE OF THE AGENDA**

Motion by Long, second by Savage that the agenda for the Regular CPWA meeting of July 6, 2021 be approved as written. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Flanagan, yes; Eslick, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**CURRENT BUSINESS**

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

- (a) Minutes of the Regular Claremore Public Works Authority Meeting on June 21, 2021.**
- (b) All claims as printed.**
- (c) Approval of MKEC Engineering invoice #176643 in the amount of \$44,299.85 for the Frederick Road project (Garrett Ball).**
- (d) Approval of Anixter invoice #4930450-00 in the amount of \$2,988.00 for the ODOT Frederick Road/new Highway 20 Utility Relocation project (Garrett Ball).**
- (e) Approval of Inframark invoice #64993 in the amount of \$43,633.64 for entry gates and fence modifications at the Water Treatment Plant (Garrett Ball).**
- (f) Approval of MKEC Engineering invoice #176644 in the amount of \$42,387.30 for the Frederick Road project (Garrett Ball).**

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

**(2) Discussion and vote to Approve/Reject Task Order #1 with Meshek & Associates for design of drainage improvements between Sunset Drive and Dupont at an estimated cost of \$103,953.70 (Garrett Ball).**

There are erosion problems; the channel is in pretty bad shape. They will do bank re-stabilization and channel work through the Sunset Hills Addition.

Motion by Callender, second by Erwin to approve Task Order #1. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Flanagan, yes; Eslick, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject Task Order #1 with Meshek & Associates for design of drainage improvements between Industrial Blvd and Walnut Park at an estimated cost of \$109,768.70 (Garrett Ball).**

This will take place over by Pelco Structural. There's no defined channel when it comes across the railroad tracks, appears the bottom side is gone. Will have to coordinate efforts with them for this project.

Motion by Callender, second by Michael to approve Task Order #1. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Flanagan, yes; Eslick, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject Task Order #1 with Meshek & Associates for drainage study for a flooding location near Blue Starr Drive and Woods Drive at an estimated cost of \$19,860.00 (Garrett Ball).**

This is in the Parkland Addition. The study will determine where we need to go with the design in the future.

Regarding the Lowry Regional Detention Area, we received final plans last week and are currently reviewing them. As soon as the construction crew is free from the Expo project they will begin on this one.

Motion by McSpadden, second by Michael to approve Task Order #1. Roll call vote: Savage, yes; Long, yes; Michael, yes; Callender, yes; Flanagan, yes; Eslick, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

## **ADJOURNMENT**

Motion by Long, second by Michael to adjourn. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

Meeting adjourned at 6:22 P.M.

*Sarah Sharp*

Sarah Sharp, CMC  
City Clerk

**Minutes of the Claremore City Council Regular Meeting  
Claremore, Oklahoma July 6, 2021  
Claremore City Hall Council Chambers, 104 S. Muskogee Ave.**

**CALL TO ORDER**

Meeting called to order by Mayor Bill Flanagan at 6:22 P.M.

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

**Present:** Scott Savage, Debbie Long, Justin Michael, Brian Callender, Bill Flanagan, Jonathan Eslick, Jennifer Lewis, Herb McSpadden, Lindsey Erwin

**Absent:**

**Staff Present:** Bryan Drummond, Sarah Sharp, Tim White, Ger Xiong, Kyle Clifton, Garrett Ball, Andrew Knife Chief

**ACCEPTANCE OF THE AGENDA**

Motion by Eslick, second by Long that the agenda for the Regular Claremore City Council meeting of July 6, 2021 be approved as written. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**AWARDS, PRESENTATIONS, AND COMMUNICATIONS**

**MAYOR'S REPORT & APPOINTMENTS**

I've reviewed internal financials through April 21 and everything is in line and satisfactory for year end.

**STAFF REPORTS**

John Feary- staff is working on year end close out. The fireworks display and fishing derby were outstanding community events. With the weather challenges, the parks and lake staff did an excellent job getting the area ready.

**CURRENT BUSINESS**

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

**(a) Minutes of the Regular Council Meeting on June 21, 2021.**

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

**(c) Actual salary claims for pay periods ending June 12, 2021 in the amount of \$562,426.63 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 Michael, second by Long to approve the consent items as listed. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(2) Discussion and vote to Approve/Reject awarding the construction contract for the High Density Mineral Bond Street Seal (HA5) to Andale Construction in the amount of \$334,504.96 (Garrett Ball).**

There was only 1 bid received for the project. Compared to other projects they have done in other cities recently, the prices are comparable. It's the only company in this area trained and certified to apply this material.

City crews will begin tomorrow doing mill overlay and crack seal to prep the areas for the installation of the seal. This process is 10% the cost of mill and overlay and can extend the life of roadways for many years.

Motion by Michael, second by Callender to approve the contract award. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(3) Discussion and vote to Approve/Reject a professional services contract amendment between Kimley-Horn and Associates, Inc. and the City of Claremore to develop and implement a new engineering design criteria in the amount of \$120,000 (Kyle Clifton).**

The last time it was updated was 2002.

Motion by Savage, second by Callender to approve the agreement amendment with Kimley-Horn. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(4) Discussion and vote to Approve/Reject a professional services contract between Velocity Group and the City of Claremore to continue the development of the community ecosystem and the community economic development initiatives within the Comprehensive Plan in the amount of \$60,000 (Kyle Clifton).**

CIEDA is partnering on this and will cover 1/3 of the cost of the project.

Motion by McSpadden, second by Michael to approve the contract with Velocity Group. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

**(5) Discussion and vote to Approve/Reject an agreement with 180 Degrees for media and public relations for FY2021-2022 in the amount of \$75,000.00 (John Feary).**

180 Degrees is the parent company of Kanati Strategies. We will still be working with Cheena and Heather. It's an increase of \$15,000 over last year's budget.

Motion by Callender, second by Savage to approve the agreement with 180 Degrees. Roll call vote: Savage, yes; Long, yes; Michael, yes; Flanagan, yes; Lewis, yes; McSpadden, yes; and Erwin, yes. Motion carried.

#### **ADJOURNMENT**

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

Meeting adjourned at 6:42 P.M.

*Sarah Sharp*

Sarah Sharp, CMC  
City Clerk