

**AGENDA**

**CITY OF WARR ACRES  
REGULAR CITY COUNCIL MEETING  
TUESDAY  
JANUARY 16, 2024  
6:00 P.M.**

1. Call to Order, Declaration of a quorum, Flag salute and Invocation.
2. Presentation by Chief Anderson to Major Jason Allen of his badge for his promotion to Deputy Chief.
3. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #4.)
  - A. Approval of the minutes from the Regular meeting of December 19, 2023 and Special meeting of December 12, 2023. \*\*\*\*\*
  - B. Approval of Expenditures 2023\*\*\*\*\*

General Fund	\$ 96,728.81
CIP Fund	\$ 11,939.34

  
Approval of Expenditures 2024\*\*\*\*\*

General Fund	\$ 76,276.91
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  - C. Approval of Actual Expenditures for December 2023 and Proposed Expenditures for January 2024. \*\*\*\*\*
  - D. Sales Tax History Report. \*\*\*\*\*
  - E. Approval of a supplemental appropriation to the 2024 Animal Control budget of a donation in the amount of \$74.08 from Church of the Savior.
  - F. Approval of a transfer of appropriation from the Street department to the Garage department in the amount of \$6,000 to close out FY2023.
  - G. Approval of a supplemental appropriation of OWRB funds in the amount of \$209,700 to the Warr Acres Public Works Authority 2023 budget to revenue line item PWA OWRB Loan Proceeds.
  - H. Approval of a supplemental appropriation of \$209,700 in the Warr Acres Public Works Authority 2023 budget to expenditure line item Loan Issuance Costs.
  - I. Approval of a supplemental appropriation of un-appropriated funds in the Warr Acres Public Works Authority 2024 budget to expenditure line item OWRB Loan Interest Payments in the amount of \$20,000.

Posted at Warr Acres City Hall on 1/11/24 @ 2:00 p.m.

- J. Approval to surplus the badge and Glock 21 SN#SWH706 of Lieutenant Alan Davidofsky, who has retired after 25 years of service to present to him.
4. Discussion and possible action on items removed from the consent docket.
5. Receive reports from Staff: Police Chief, Fire Chief, City Clerk, City Attorney, Public Works Director, City Engineer, City Planner. \*\*\*\*\*
6. Discussion and possible action on authorizing Chief Anderson to send Captain Peters to the Lifesavers Conference on Roadway Safety, in Denver, Colorado, April 7-9, 2024 at a cost of \$700 for registration, \$529.93 hotel, estimated cost of \$358.20 flights and per diem based on federal guidelines. This will be reimbursed up to \$2,500 through the Oklahoma Highway Safety Grant program. \*Anderson\* \*\*\*\*\*
7. Discussion and possible action on authorizing the Mayor to execute a contract for 2024 with Flock Safety in the amount of \$15,000. \*Allen\* \*\*\*\*\*
8. Discussion and possible action on authorizing the Mayor to execute an agreement with CLS Landscape Architectural Services for Wayfinding and Signage design the project will include the design of a palette of signs focused on identity and wayfinding. The design palette will be based on a design theme with different colors/sizes based on a branding established by a Graphic Designer hired by the City and coordinated with the City Planner, SRB LLC. This contract will include schematic and design development; present options for City staff and Council review in the amount of \$6,250.00. \*\*\*\*\* (budgeted in the CIP Fund as part of the line-item New Welcome/Directional Signage for \$150,000) \*Mayor & Long\* \*\*\*\*\*
8. Discussion and possible action on authorizing the Mayor to execute an agreement with CLS Landscape Architectural Services for New Welcome to Warr Acres/Directional Signage the scope of work includes the design for 9 signs. The contract includes evaluating existing sites, existing signs and locations, conceptual design and final design plans and identification of power sources. Plans will be reviewed by the City staff and City Engineer prior to bidding and construction in the amount of \$10,850 and Coordination with City Branding Consultant in the amount of \$5,050.00. \*\*\*\*\* (budgeted in the CIP Fund line-item New Welcome/Directional Signage for \$150,000) \*Mayor & Long\* \*\*\*\*\*
9. Discussion and possible action on authorizing the Mayor to execute an agreement with CLS Landscape Architectural Services for Warr Acres Parks Master Plan. A comprehensive park master plan is necessary to develop a Capital Improvement Plan (CIP) for park improvements for the next 5-20 years. This master plan will identify needs, define the scope of work and propose prioritized improvements to all of the City parks. Another important component will be to use it as a tool for the city to apply for grant funding. Most grant applications require that a master plan is in place as part of the criteria. The plan will include not only planning but verification of engineering constructability and ADA compliance. The master plan will be integrated into the City of

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Warr Acres GIS platform in the amount of \$55,000.00 from the CIP Fund line-item Playground Equipment for \$150,000) \*Mayor & Long\* \*\*\*\*\*

10. Discussion and possible action to authorize the Police Chief to purchase and have installed a shade cover and benches at the Animal Shelter at a cost of \$14,580.00 from AAA Playgrounds. (budgeted for in the CIP budget for \$15,000) \*Schmidt & Myers\* \*\*\*\*\*
11. Discussion and possible action to authorize the Police Chief to purchase and have installed Turf at the Animal Shelter at a cost of \$24,144.75. (budgeted for in the CIP budget for \$25,000) \*Schmidt & Myers\* \*\*\*\*\*
12. Discussion and possible action to approve a supplemental appropriation of funds in the CIP fund that were not paid out in 2023 for the Fire Department Covered Parking in the amount of \$22,500.00 and authorize the Chief to purchase the materials and have installed the Covered Parking.
13. Discussion and possible action on a new agreement with Local Government Testing Consortium for our DOT & Non-DOT Drug/Alcohol testing. \*\*\*\*\*
14. Discussion and possible action on an appointment to the Ward IV Board of Adjustment vacant seat. \*\*\*\*\*
15.
  - A. Discussion and possible action on an Ordinance amending 10.32.010 relating to the permit fee for a parade or Procession permit.
  - B. Approval of the emergency clause.
16.
  - A. Discussion and possible action to reconsider the approval of Ordinance #1234 related to Mobile Food Services (food trucks) (approved December 19, 2023), including possible action to amend the header and approve the amended Ordinance #1234. \*\*\* Love \*\*\*\*\*
  - B. Approval of the emergency clause.
17. Question and comments from Council.
18. Adjournment.

#### Certificate

This is to certify that in conformity with the Oklahoma Open Meeting Act, Public Notice of the date, time and place of this meeting, was given to the City Clerk of Warr Acres 2 o'clock p.m. on the 20<sup>th</sup> day of October, 2023 and that a true and correct copy of the Notice of said meeting was

Posted at Warr Acres City Hall on 1/11/24 @ 2:00 p.m.

posted at the place of said meeting at 2:00 o'clock p.m. on the 11<sup>th</sup> day of January, 2024 all as required by law.

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Pamela McDowell-Ramirez  
City Clerk/Treasurer

Posted at Warr Acres City Hall on 1/11/24 @ 2:00 p.m.

Pursuant to the Oklahoma Meeting Act (25 O.S. Section 311-14), notice is hereby given that the Trustees of the Public Works Authority will hold a meeting as follows:

### **AGENDA**

**CITY OF WARR ACRES  
PUBLIC WORKS AUTHORITY MEETING  
TUESDAY  
JANUARY 16, 2024  
6:00 p.m.**

(Immediately following completion of the regularly scheduled City Council meeting)

1. Call to order, Declaration of a quorum.
2. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #3.)
  - A. Approve the minutes of the Warr Acres Public Works Authority Meeting of December 19, 2023. \*\*\*\*\*
  - B. Approve payment of claim in the amount of \$70,308.14 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of December, 2023. \*\*\*\*\*
  - C. Approval of payment of claims for the Sewer department in the amount of \$3,262.56 from FY2023 budget and \$837.25 from the FY2024 budget. \*\*\*\*\*
  - D. Approval of a supplemental appropriation of OWRB funds in the amount of \$209,700 to the Warr Acres Public Works Authority 2023 budget to revenue line item PWA OWRB Loan Proceeds.
  - E. Approval of a supplemental appropriation of \$209,700 in the Warr Acres Public Works Authority 2023 budget to expenditure line item Loan Issuance Costs.
  - F. Approval of a supplemental appropriation of un-appropriated funds in the Warr Acres Public Works Authority 2024 budget to expenditure line item OWRB Loan Interest Payments in the amount of \$20,000.
3. Discussion and possible action on items removed from the consent docket.
4. SRB reports on Wastewater Masterplan and program.
5. Adjournment.

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Certificate

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Pamela McDowell-Ramirez  
City Clerk/Treasurer

Posted at Warr Acres City Hall on 1/11/24 @ 2:00 p.m.

Pursuant to the Oklahoma Meeting Act (25 O.S. Section 311-14), notice is hereby given that the Trustees of the Economic Development Authority will hold a meeting as follows:

**SPECIAL  
AGENDA**

CITY OF WARR ACRES  
SPECIAL  
ECONOMIC DEVELOPMENT AUTHORITY MEETING  
TUESDAY  
JANUARY 16, 2024  
6:00 p.m.

(Immediately following completion of the regularly scheduled City Council and Public Works Authority meetings)

1. Call to order, Declaration of a quorum.
2. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #3.)
  - A. Approve the minutes of the Economic Development Authority meeting of December 19, 2023 \*\*\*\*\*
  - B. Approval of payment of claims for FY2024 \$6,445.00. \*\*\*\*\*
3. Discussion and possible action on items removed from the consent docket.
4. Discussion and possible action on authoring the Mayor to enter into a contract with Snowtree Creative LLC to create a modern sleek looking new logo and provide a Brands Standard Guide for how the new branding should be used in the amount of \$9,950.00.  
\*\*\*\*\*
5. Discussion and possible action on authorizing the Mayor to attend the 2024 National Association of Development Organizations (NADO) Washington Conference, March 10-13, 2024 at the Crystal Gateway Marriot, Arlington, VA. Approval to pay the registration fee of \$550.00; Airline ticket (round trip) \$546.00; four nights stay at the hotel for \$1,132 plus per diem/shuttle to and from airport and hotel and any travel to eat, of \$400. Total cost of \$2,628.00.
6. Adjournment.