

MINUTES

CITY OF WARR ACRES
REGULAR CITY COUNCIL MEETING
TUESDAY
OCTOBER 17, 2023
6:00 P.M.

1. The meeting was called to order at 6:02 p.m. Declaration of a quorum present was given. The Flag salute was led by Chief Patty and the Invocation was given by Pastor John.

ROLL CALL

Present

Absent

Mayor Roger Godwin
Vice-Mayor Mike Schmidt
Councilman Scott Tribbey
Councilman Jim Von Thayer
Councilwoman Judy Myers
Councilwoman Deborah Morris
Councilwoman Lynda Steele (took her spot after being sworn-in)
Councilman Randy Prince
Councilwoman Vickie Douglas

STAFF PRESENT

Matt Love, City Attorney
Roger Patty, Police Chief
Jason Mahaffey, Asst. Fire Chief
Pamela McDowell-Ramirez, City Clerk/Treasurer
Craig Wallace, City Engineer

2. Presentations by Mayor Godwin of Certificates to the contestants from the Miss Mexico pageant, Proclamations for Jeff Vickers, Carlos Ortiz and Rosio Rodriguez and Volunteers of the year to John Tardibono and Beth Mikkola.

The Mayor allowed Chief Patty to make the presentation to Jeff Vickers and he spoke of all the good things Jeff had done for the city over the last 40 years. The Mayor made presentations recognizing the contestants from the Miss Mexico pageant and the organizers of the pageant. Her presented Carlos Ortiz and Rosio Rodriguez with a proclamation.

3. Nomination by Councilwoman Morris of Lynda Steele to fill the vacant Ward III Council seat. Administer Oath of Office.

Motion by Morris, second by Schmidt to appoint Lynda Steele to the vacant Ward III seat. Poll vote: Morris, yea; Douglas, abstain; Prince, yea; Von Thaer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed.

Councilwoman Douglas stated that she was new to the council and didn't know Councilman Knipp very well but he said you don't always have to say yes, so she abstained.

Judge Luke Simms administered the Oath of office to Lynda Steele.

4. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #6.)
 - A. Approval of the minutes from the Regular meeting of September 19, 2023 and Special meeting of October 4, 2023. *****
 - B. Approval of Expenditures *****

General Fund	\$ 205,254.12
EPA Fund	\$ 1,205.25
CIP Fund	\$ 32,878.66
 - C. Approval of Actual Expenditures for September 2023 and Proposed Expenditures for October 2023. *****
 - D. Sales Tax History Report. *****
 - E. Approval to surplus Officer Jeff Vicker's badge to be presented to him on his retirement.
 - F. Approval of a supplemental appropriation of un-appropriated funds in the Public Safety Tax fund in the amount of \$10,000 to cover expenses through year end.

Motion by Schmidt, second by Myers to approve A, B, C, D and F of the consent docket. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

6. Discussion and possible action on items removed from the consent docket.

Item E of the consent docket.

Motion by Von Thaer, second by Prince to approve E of the consent docket. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

7. Receive reports from Staff: Police Chief, Fire Chief, City Clerk, City Attorney, Public Works Director, City Engineer, City Planner. ****

Patty-started taking applications for a new officer and have received 23. The two rookies are close to graduation, Flock cameras are still working great. The Mayor announced that Chief Patty will be retiring in December.

Love-table item 9 to the next meeting.

Turman-big trans is taking place now, thanks to all PW employees.

Wallace-the final inspection on the sidewalks will happen soon, letting for the Capps pedestrian crossing is in November and then you have the item later of the agenda for

8. Final Public Hearing, discussion and possible action on a Resolution requesting OKC to cut off water service for several Warr Acres properties for non-payment of sewer fees. *Thompson* ****

Motion by Schmidt, second by Von Thaeer to open the public hearing. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaeer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

Motion by Tribbey, second by Von Thaeer to close the public hearing. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaeer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, nay.

Motion Passed.

There will be 6 being cut off.

Motion by Myers, second by Prince to approve the Resolution. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaeer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

9. Final Public Hearing, discussion and possible action on a Use Subject to Review concerning eating or drinking establishments. Review uses: Beer tavern, nightclub or bar. NIGHTCLUB OR BAR: A place of business on whose premises the dispensing of beverages occurs, which are composed, in whole or in part, of alcoholic beverages containing more than 3.2 percent alcohol, for consumption on site, is the primary activity; where the serving and selling of food items is the secondary or limited activity accounting for less than fifty percent (50%) of the annual combined total of food and beverage sales; and where live and /or prerecorded music and other entertainment media and facilities, such as dancing, are provided for customers. Location: 5914 N.W. 36th Warr Acres, OK 73122. Applicant Name: Michael Winnicki. (Planning Commission voted to table the item to the next regular meeting by a unanimous vote.)

Attorney Love recommended tabling this item to the next meeting.

Motion by Tribbey, second by Myers to table this item to the November meeting. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

10. Discussion and possible action on authorizing the Mayor to hire a Grant Writer. *****

Mr. Keith Webber addressed the council stating he has been working on some Public Safety grants for the city. He has met with Police and Fire staff. He gave background on cities he has worked for and ones that they will be working for soon. Most they work for are small cities. There are limited resources. He understands that an investment in grant writing is significant no matter what that dollar figure is. The hope is that in the first year you break even with the amount of money you are spending; second year get 3 times and by year 3 get 5 times the amount you are spending. They will be looking into what kinds of things are out there for like the park plan, transportation plans. They will look for all types of opportunities. He thanked everyone for the opportunity and asked if there were any question. Councilman Von Thaer asked if the city would be paying other fees on top of his fees. He stated that the management of the grants would be handled by the staff unless for some reason they needed someone to do the management. Councilwoman Douglas asked if they came across a grant if they could give it to the mayor and he would give it to Mr. Webber. The mayor stated yes. Mr. Webber said that as part of their services he will provide monthly updates. He will also attend meeting when they would like for him to. Councilman Prince asked if these grants are for something that would be going above and beyond the budget and he was told yes, he asked if there were specific things that were being looked at or are we going to look for money and then decide what to do with it. The mayor stated that is part of the discussion that we have had, an example is that we did not have a Parks plan and so when we applied for a grant we were denied. So yes to go above and beyond the CIP stuff as well as some of the stuff for police and fire. They would look at grants and see if there is a fit for the budget. There are things that could be supplemented in the budget either regular budget or CIP. Councilman Von Thaer asked if the grants are public knowledge and how did you find out about the grants. Mayor Godwin said that he knew the city had done CDBG grants and SRB has done lots of grants that we have paid them for but you the council wants to wait they can. Councilman Von Thaer said so we are paying one company now to do grants and now we will pay another. The Mayor stated that currently the city is not paying someone to do the grants. Councilman Von Thaer stated you just said that we were paying SRB to do grants. Engineer Wallace said he could clarify that, he said that grants are available through Federal, State and sometimes private funding. He said they have been fairly successful and named off several projects that were done by the city that they applied for the funding for. Sidewalks, 63rd and MacArthur, 50th and MacArthur, 50th overlay projects the ARPA grants, wastewater, sewer funding. He said there are other agencies that offer grants and maybe that is the types of grants Keith would work on. It does sound like some of these things we could be working with Keith on as well as the staff. Mr. Webber said that routinely they work with contract engineering firms that municipalities use. Councilman Schmidt asked if it was safe to say that SRB primarily

works on construction grants and Mr. Webber would be working on other types of grants for like fire, police, public works and parks. Engineer Wallace state that could be, but he would assume that they would continue to do what they have been doing. Councilman Tribbey stated he had questions about the fees, he stated that he is new to this, he read from the contract; Any expenses applicable to the contract will be submitted in writing to the customer for approval before the service provider incurs any expenses. He continued that the document said expenses not to exceed 15%, so if we are applying for a grant for \$50,000, then 15% would be \$7,500. Mr. Webber stated no, an example would be if the city asked them to attend something and they would incur expenses then they would have to have that approved before they go. Councilman Schmidt asked if it was a one year contract the answer was yes, they he asked what budget it would come out of and the answer was the General Fund. Councilman Von Thayer stated that they had just had a budget meeting and made major cuts to all the departments and asked if this was a good idea right now. He said that we are very tight money and we need to be watching every quarter not just dollars. Councilman Schmidt asked if this had been budgeted for and he was told no that it would come out of the Other Professional Services and that was one that Treasurer Ramirez had told them they would really need to watch. Councilman Tribbey asked how much was budgeted for Professional services and Mayor Godwin stated that we had made a lot of cuts and understands that money is going to be tight, but he wanted to bring this to the council for consideration. He said this is a business and you have to spend money to make money, you can not just sit back and wait for the money, he knows it is going to be tight we made cuts and we will be watching the budget closely and we have several more meetings before we make the final cuts. If you want to wait a year then we wait, it's a chess game it's not tic tac toe. Councilwoman Douglas stated that at the conference they were talking about how getting money from the federal government is getting harder and harder. We just raised the rates at the last meeting so anything we can get towards wastewater management will help the citizens. That's the majority of what SRB does for us but it doesn't hurt to have additional help. We can table this for a month if the council wants but you have to spend money to make money. Councilman Prince said it sounds like a good idea to him.

Motion by Prince, second by Schmidt to authorize the Mayor to hire a Grant Writer. Poll vote: Morris, yea; Steele, abstain; Douglas, yea; Prince, yea; Von Thayer, nay; Myers, yea; Tribbey, nay; Schmidt, yea; and Godwin, yea.

Motion Passed.

Items 11 and 12 will be on the next agenda the wording did not allow for action.

11. Planning Commission seats Doug Johnson Ward III, Butch Davis At-Large, John Downs At-Large.
12. Board of Adjustment seats reappoint Frank Horner, Ward I, reappoint Barry Curl, At-Large, appoint vacant Ward III and Ward IV.
13. Discussion and possible action on Resolution calling for the 2024 Council election. *****

Motion by Myers, second by Von Thayer to approve the Resolution calling for the election. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thayer, yea; Myers, yea; Tribbey, yea; Schmidt, nay; and Godwin, yea.

Motion Passed.

14. Discussion and possible action on a Resolution requesting ACOG funding and approving the expenditure for City portion (20%) for N.W. 63rd Street Intersection improvements (Safety and Amenities) for the STBG-UZA Grant Application, 2024. ****

Engineer Wallace stated that this is an 80/20 grant. The intersection was done back in 2004 and this is to upgrade it to be the same as 63rd and 42nd and 36th. There is no construction just upgrades.

Motion by Steele, second by Morris to approve the Resolution. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thayer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

15. Discussion and possible action to approve a Certificate and Municipal Order to the County Clerk and County Treasurer. ****

Motion by Schmidt, second by Tribbey to approve the Certificate and Order. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thayer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

16. Question and comments from Council.

Prince-thanks to all employees and especially the street crew for coming and fixing the street.

Douglas-Lynda has some big shoes to fill, thanks police, fire, public works and city hall.

Morris-welcome Lynda, thankful for the planning commission and the work they do.

Steele-thank you to everyone for the warm welcome and thanks to Mayor Godwin for the opportunity, she has been involved in public service since she was in high school, serviced in the military for 12 years, is a mother. Is happy to be here to work with everyone.

Schmidt-thank you to the Miss Mexico pageant contestants that stayed for the entire meeting. Thanks to Jeff Vickers for all the time served, congratulations to Councilwoman Steele, thanks police, fire, city hall. Mike in code enforcement and ordinance and Roger for all he does for the city. Also thanks to Mike and all he does at Public works.

Tribbey-thanks Mike and Craig and Chiefs, love the flock cameras hopes it can take some of the criminals off the streets, congratulations to Councilwoman Steele, God bless our troops.

Myers-welcome Ms. Steele, thanks public works for fixing the pot hole, thank you Pam for keeping us on track and the budget, other things they are looking at adding some things to Animal control officers to be giving vaccines and brining in volunteers. Thanks police, fire and public works all the employees.

Von Thaeer-thanks police, fire, public work and city staff that do the work that makes their council jobs easy.

Godwin-had a visitor from Cameroon here for about a week for a Sister City with police and fire, showed him around and talked to him about things that we do here and can help them and see what we can do with that relationship in the future. Thanks to the city staff it makes his life a lot easier, you wouldn't believe all the phone calls that come in about trash, to Chief Patty the conversation that you had not already retired because you love the city, it is an honor that you have been with us for so long, thank you for that. Thank you everyone for the conversation, a lot of the old meetings were pretty short we kind of extended ours it is important it is the city business and should not be rushed through. Thankful for each member that takes the time to read the packet and have the conversations and an honor to be here. There are a couple things coming down the pipe, there is a new lease on the CVS on the highway there is going to be a grocery store going in there. He is meeting with some high-level real estate investors and we have to be very intentional and strategic in Oklahoma unlike any other state, we have to make the money by spending money. Thankful for Vickers and all he did for the city, prayers for the situation in Israel, thank you Lynda for agreeing to serve.

17. Adjournment.

Motion by Steele, second by Morris to adjourn. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaeer, yea; Myers, abstain; Tribbey, nay; Schmidt, abstain; and Godwin, yea.

Motion Passed.

The meeting was adjourned at 7:26 p.m.

Respectfully submitted

Pamela McDowell-Ramirez
City Clerk/Treasurer

MINUTES

**CITY OF WARR ACRES
PUBLIC WORKS AUTHORITY MEETING
TUESDAY
OCTOBER 17, 2023
6:00 p.m.**

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

1. The meeting was called to order at 7:26 p.m. Declaration of a quorum present was given.

ROLL CALL

Present

Absent

Chairman Roger Godwin
Vice-Chairman Mike Schmidt
Trustee Scott Tribbey
Trustee Deborah Morris
Trustee Lynda Steele
Trustee Jim Von Thær
Trustee Judy Myers
Trustee Randy Prince
Trustee Vickie Douglas

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 September 19, 2023. *****
 - B. Approve payment of claim in the amount of \$60,992.11 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of September, 2023. *****
 - C. Approval of payment of claims for the Sewer department in the amount of \$1,512.36. *****

Motion by Von Thær, second by Schmidt to approve A-C of the consent docket. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thær, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

Motion Passed Unanimously.

3. Discussion and possible action on items removed from the consent docket.

Moot.

4. Adjournment.

Motion by Steele, second by Douglas to adjourn. Poll vote: Morris, yea; Steele, yea; Douglas, yea; Prince, yea; Von Thaer, yea; Myers, yea; Tribbey, nay; Schmidt, yea; and Godwin, yea.

Motion Passed.

The meeting was adjourned at 7:27 p.m.

Respectfully submitted

Pamela McDowell-Ramirez
City Clerk/Treasurer

**SPECIAL
MINUTES**

CITY OF WARR ACRES
SPECIAL
ECONOMIC DEVELOPMENT AUTHORITY MEETING
TUESDAY
OCTOBER 17, 2023
6:00 p.m.

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

1. The meeting was called to order at 7:27 p.m. Declaration of a quorum present was given.

ROLL CALL

Present

Absent

Chairman Roger Godwin
Vice-Chairman Mike Schmidt
Trustee Scott Tribbey
Trustee Lynda Steele
Trustee Deborah Morris
Trustee Jim Von Thaer
Trustee Judy Myers
Trustee Randy Prince
Trustee Vickie Douglas

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 September 19, 2023 *****
 - B. Approval of payment of claims \$341.50. *****

Motion by Morris, second by Steele to approve A & B of the consent docket. Poll vote: Morris, yea; Steele, yea; Douglas, abstain; Prince, yea; Von Thaer, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, nay.

Motion Passed.

3. Discussion and possible action on items removed from the consent docket.

Moot.

4. Adjournment.

Motion by Steele, second by Von Thær to adjourn. Poll vote: Morris, yea; Steele, abstain; Douglas, yea; Prince, yea; Von Thær, yea; Myers, yea; Tribbey, nay; Schmidt, nay; and Godwin, yea.

Motion Passed.

The meeting was adjourned at 7:29 p.m.

Respectfully submitted

Pamela McDowell-Ramirez
City Clerk/Treasurer