

## **MINUTES**

CITY OF WARR ACRES  
REGULAR CITY COUNCIL MEETING  
TUESDAY  
DECEMBER 19, 2023  
6:00 P.M.

1. The meeting was called to order at 6:00 p.m. Declaration of a quorum present was given. The Flag salute was led by Chief Patty and the Invocation was given by Rev. Rodney Newman from New Hope United Methodist Church.

### **ROLL CALL**

#### **Present**

Mayor Roger Godwin  
Vice-Mayor Mike Schmidt  
Councilman Scott Tribbey  
Councilwoman Judy Myers  
Councilwoman Deborah Morris  
Councilwoman Lynda Steele  
Councilman Randy Prince  
Councilwoman Vickie Douglas

#### **Absent**

Councilman Jim Von Thaeer

### **STAFF PRESENT**

Matt Love, City Attorney  
Roger Patty, Police Chief  
Stephen Coy, Fire Chief  
Pamela McDowell-Ramirez, City Clerk/Treasurer  
Mike Turman, Public Works Director  
Craig Wallace, City Engineer  
Marc Long, City Planner

2. Presentations by Mayor Godwin of Certificates to Carlos Ortiz.  
  
Mr. Ortiz was not present. A staff member from US Representative Stephanie Bice's office presented Chief Patty with a proclamation.
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 November 21, 2023. \*\*\*\*\*
  - B. Approval of Expenditures \*\*\*\*\*      General Fund      \$ 143,276.92
  - C. Approval of Actual Expenditures for November 2023 and Proposed Expenditures for December 2023. \*\*\*\*\*

- D. Sales Tax History Report. \*\*\*\*
- E. Approval of the annual contract with Nathan Luke Simms as the Municipal Judge. \*\*\*\*
- F. Approval of the annual contract with Forrest M Stewart as an Alternate Judge. \*\*\*\*
- G. Approval of the annual contract with Steven Barker as an Alternate Judge. \*\*\*\*
- H. Approval of the annual contract with Beverly Palmer as an Alternate Judge. \*\*\*\*
- J. Approval of the annual contract with Douglas Baxter as Asst. Attorney. \*\*\*\*
- K. Approval of the annual contract with Matthew J. Love as the City Attorney. \*\*\*\*
- L. Approval of the annual contract with Crawford and Associates for financial consulting and reporting service for 2024. \*\*\*\*
- M. Approval of the annual agreement with LMRoss for Managed Services Computer Support. (includes a \$300 per month increase) \*\*\*\*
- N. Approval of the engagement letters from Arledge and Associates for the annual 2023 Audit and the 2023 Single Audit required due to the Federal Funds the city received. \*\*\*\*
- O. Approval of the annual contracts with SRB for Engineering and for Planning services. \*\*\*\*
- P. Approval to surplus Chief Patty's badge and Glock 30, SNSXR812 to be presented to him at retirement.

Item P was pulled for separate vote.

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

**Motion Passed Unanimously.**

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

Motion by Godwin, second by Douglas to approve item P. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

**Motion Passed Unanimously.**

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

Patty-thanked the council, mayor and his officers for all the support over the years, it has been a pleasure to serve Warr Acres.

Coy-they conducted some business inspections and is nice to see some new businesses moving into the city, they had a couple of cardiac arrest and they were able to save both of them.

Love-couple of months ago you had an executive session to discuss a law suit and it has been resolved.

Turman-thank you all public works guys and the ladies at City Hall.

Long-Wallac-Desai-addressed the council explaining what they do for the city. They review plans and applications, prepare information for the Planning Commission and Council meetings, worked on the bond issue, the ARPA funds and PWA loan.

**Item 7 was heard before item 6.**

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

**Motion Passed Unanimously.**

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

**Motion Passed Unanimously.**

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

**Motion Passed.**

7. Presentation of Phase II MS4 annual report by halff.

Leslie with halff gave a presentation explaining the MS4 program and the city's responsibility. The city had gotten behind in their reporting so they were hired to get them done. These are required by EPA and DEQ annually. The 2022 report will be filed in January or February, they will get the 2023 report which is due in April 2024.

8. Discussion and possible action on authorizing the Mayor to enter into an agreement with Perdue, Brandon, Fielder, Collins and Mott LLP, Attorney at Law for Collection services involving outstanding municipal court fine/fees. \*Patty\* \*\*\*\*

Chief Patty stated that this was the agreement that the man gave a presentation on last month.

Motion by Schmidt, second by Myers to authorize the Mayor to enter into the agreement with Perdue, Brandon, Fielder, Collins and Mott LLP, Attorney at Law for Collection services involving outstanding municipal court fine/fees. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

**Motion Passed Unanimously.**

9. Discussion and possible action authorizing the Mayor to sign Change Order #3 for additional items required to complete the Pedestrian Improvements ODOT TAP-25D(578)AG multiple sidewalk locations in Warr Acres. \*Wallace\* \*\*\*\*

Engineer Wallace explained that when a project is complete they go through an audit process and there are items that exceeded the amount that was done back in 2018. This should get us close to a final number, however, they will do a final so it could change again.

Motion by Morris, second by Prince to authorize the Mayor to sign Changer Order #3. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

**Motion Passed Unanimously.**

10. A. Discussion and possible action to adopt an ordinance repealing Chapter 5.55 of the Warr Acres Municipal Code and adopting a new Chapter 5.55, all related to Mobile Food Services (food trucks). \*Godwin / Love\* \*\*\*\*

Attorney Love stated that he got rid of the old wording and wrote a new one using what other city's around do.

Motion by Schmidt, second by Steele to approve the Ordinance related to Mobile Food Services. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

**Motion Passed Unanimously.**

B. Approval of the emergency clause.

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

**Motion Passed Unanimously.**

11. Discussion and possible action on the appointment of Stephen Michael Anderson as Police Chief for the City of Warr Acres upon the recommendation of the Mayor, including possible action to enter into executive session for the purpose of discussing the hiring of a Police Chief as authorized by 25 O.S. §307(B)(1) discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, and administer the Oath of Office. \*Mayor\*

The Mayor stated that they did not have to go into executive session. He stated that Major Anderson has been with the department for 20 years, serves as Chaplain and has moved up through the ranks.

Motion by Godwin, second by Steele to appoint Stephen Michael Anderson as Police Chief. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

**Motion Passed Unanimously.**

Mayor Godwin administered the oath of office to Stephen Michael Anderson. Chief Patty gave the newly appointed Chief Anderson his Chief's badge.

Mike thanked the council for their vote of approval.

12. Consideration, Discussion, and possible approval of Resolution #581 of the City of Warr Acres, Oklahoma (The "City") approving the incurrence of indebtedness by the Bethany-Warr Acres Public Works Authority (The "Authority") issuing its utility system revenue Note, Series 2023 (The "Note"); providing that the organizational document creating the Authority is subject to the provisions of the Indenture authorizing the issuance of the Note; waiving competitive bidding with respect to the sale of the Note and approving the proceedings of the Authority pertaining to the sale of the Note; authorizing and directing the execution of all documents relating to the transaction; and containing other provisions relating thereto. \*\*\*\*\*

This is the same Resolution that was approved at the December 12<sup>th</sup> meeting, however, there were only six members in attendance and all voted yes but it was required to have seven votes to approve. So that is why it is on for approval again.

Motion by Schmidt, second by Steele to approve Resolution 581. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

### **Motion Passed Unanimously.**

#### 13. Question and comments from Council.

Prince-Thanks to all the employees for all they have done this past year.

Douglas-Congratulations to Chief Patty, longest serving chief anywhere, her and Councilwoman Steele attended Dove Academy awards to be judges, also she attended the Pre-K and Kindergarten awards at Dove. Thanks to all employees.

Morris-Thank you Chief Patty for all you years of service and being a great leader, look forward to working with Chief Anderson and Merry Christmas.

Steele-thank you to everyone, has been on the council for two months and is loving it. She is excited that she is unopposed for the election so she will get to serve for the next two years. She held her first town hall meeting addressing issues kids are having and how a boxing program might help. Thanks to everyone for their support and for being able to use City Hall, feels it was successful there were about 30 people there. Thank you for allowing her to be on the council. Congrats to Chief Patty have enjoyed getting to meet with you and learn about the history of Warr Acres since he has been here so long. Chief Anderson she received an email that no one ever stops at the stop sign at 47<sup>th</sup> and St. Charles, wanted to let you know.

Myers-Take 5 on NW Expressway is now open, thanks public works for fixing the drainage issue, wish Chief Patty a happy retirement, congratulation and best of luck to Chief Anderson, everyone have a nice holiday.

Tribbey-Congratulations to Chief Patty, being a police chief is not an easy job especially for as long as you have, enjoy your retirement, go to the beach get a tan. Congrats to Chief Anderson, thanks all employees. Best of luck to the Cowboys and the Sooners in their bowl games and Merry Christmas.

Schmidt-pointed at Chief Patty and Chief Anderson and told them congratulations, thanks everyone for the presentations tonight, it was nice to be able to see the slides on the screens. There was a lot that went into the Christmas tree lighting, thanks to Christmas Express for the tree, we are going to work on getting better lights for next year, maybe do a Menorah next year. He talked to the PWD and we only have decorations that go on the light poles, to go from NW Expressway to 50<sup>th</sup> so we need to budget for more to go all the way down MacArthur. Thanks to Chief Patty, even though he didn't play Santa he still walked around and greeted everyone, thanks to Victory and PC Methodist Church for allowing people to park in their parking lots, thanks public works for getting everything set up, thanks to Roger's family for stuffing the bags, thanks Shelly White and Tracy Palmer that served on the committee and volunteered to do different things, Shelly did the programs, Silver Strings for providing the music, Provisions for the hot chocolate, and Wal Mart for donating all the cookies. Thank you to the staff for all they do and helped him while he was acting Mayor, the city wouldn't run if you didn't have the staff that we do.

Godwin-Chief thank you so much for all the time and all the things you have gotten accomplished and you love for the city. Thank you Mike Turman for all you guys do. Thank you SRB and all the projects we have in the works. Thank you Mike Anderson for stepping up and taking on the new position of Chief.

14. Adjournment.

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

**Motion Passed.**

The meeting was adjourned at 6:59 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer

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  
DECEMBER 19, 2023  
6:00 p.m.**

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

1. The meeting was called to order at 6:59 p.m. Declaration of a quorum present was given.

**ROLL CALL**

Present

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

Absent

Trustee Jim Von Thær

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 November 21, 2023. \*\*\*\*
  - B. Approve payment of claim in the amount of \$71,646.20 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of November, 2023. \*\*\*\*
  - C. Approval of payment of claims for the Sewer department in the amount of \$25,497.52. \*\*\*\*
  - D. Approval of OWRB Loan expenditures. \*\*\*\*

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

**Motion Passed Unanimously.**



Amanda gave an update on the Master Plan. It is moving along had hoped it would be more comprehensive. She will be giving an update every month.

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

**Moot.**

4. Discussion and possible action on naming Mike Schmidt to serve on the Bethany/Warr Acres Public Works Authority for 2024.

Motion by Godwin, second by Steele to appoint Mike Schmidt to serve on the BWAPWA for 2024. Poll vote: Morris, yea; Steele, yea; Prince, yea; Douglas, yea; Myers, yea; Tribbey, yea; Schmidt, yea; and Godwin, yea.

**Motion Passed Unanimously.**

5. Adjournment.

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

**Motion Passed Unanimously.**

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer

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  
DECEMBER 19, 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 7:15 p.m. Declaration of a quorum present was given.

**ROLL CALL**

Present

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

Absent

Trustee Jim Von Thayer

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 November 21, 2023 \*\*\*\*\*

B. Approval of payment of claims \$60.42. \*\*\*\*\*

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

**Motion Passed.**

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez  
City Clerk/Treasurer