

City Hall
3701 SE 15th Street
Del City, Oklahoma 73115



(405) 677-5741
www.cityofdelcity.com
email: info@cityofdelcity.com

The City of Del City

Floyd A. Eason, Mayor

Michael Dean, Council Member..... Ward 1

Pam Finch, Council Member & Vice-Mayor Ward 2

Jacque Mooney, Council Member Ward 3

Kyle Gandy, Council Member Ward 4

(Contact info at: cityofdelcity.com/mayor-and-city-council)

Mike Cantrell, Acting City Manager

Melissa Jones, City Clerk

Beverly Palmer, City Attorney

Public Notice of Meeting

Regular Meeting City Council

City Hall – Council Chambers
3701 SE 15th Street
Del City, Oklahoma

June 6, 2022 at 6:00 p.m.

The City of Del City encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations.

Posted for public view at **5:00 p.m.** on **June 3, 2022.**

Signed: *s/Melissa Jones*

(City Clerk) / Deputy City Clerk

Agenda

1. Call to Order

2. Roll Call

3. Invocation

Pledge of Allegiance

4. Public and Council Input

(A maximum of thirty (30) minutes has been set aside for those wishing to discuss non-agenda items. Citizens may speak for a maximum of five (5) minutes during this time. Personal character assassination and attacks on City personnel will not be heard or tolerated.)

A. Public

B. Council

**5. City Manager's Report
City Clerk's Report**

6. Minutes

Discussion, consideration, possible action to approve minutes of the regular meeting of Council of May 16, 2022. Requested by City Clerk Melissa Jones

7. "Dining in Del City" Exposé for June 2022

Discussion, consideration, possible action to approve/deny a presentation from the Economic Development team on the "Dining in Del City" Exposé recipient for June 2022: Akropolis Greek Restaurant located at 4734 SE 29th Street. Requested by Economic Development Director JD Hock

8. Presentation and Discussion Only – Enterprise Fleet Management

Discussion, consideration, possible action to approve receiving a presentation by John Holland, Senior Account Executive for Enterprise Fleet Management; approve holding a discussion only concerning a lease fleet replacement for the Police Department's fleet of vehicles. Request by Chief of Police Steven Robinson

9. Monthly Update from the Chief of Police

Discussion, consideration, possible action to approve receiving a monthly update from the Chief of Police. Requested by Mayor Floyd Eason

10. Nomination – Appointment

Discussion, consideration, possible action to approve Mayor’s nomination of Christi Duane to the Board of Adjustment, said term not to exceed June 6, 2025. Requested by Mayor Floyd Eason

11. Preparation of Annual Financial Statements for FY 2021-2022

Discussion, consideration, possible action to approve/deny engaging Crawford & Associates, P.C., a CPA and accounting firm specializing in serving governmental entities, to prepare the annual financial statements for fiscal year ending June 30, 2022, not to exceed the cost of \$40,000; authorize mayor to endorse same. Requested by City Clerk Melissa Jones

12. Annual Contract Renewals Submitted by Del City Police Department

Discussion, consideration, possible action to approve the following contracts between various entities and City of Del City:

A. Pivot, Inc. – Community Intervention Center

Approve contract with Pivot, Inc., for services as a Community Intervention Center (CIC); authorize Mayor to endorse same. This contract will be effective from July 1, 2022, until June 30, 2023. Requested by Chief of Police Steven Robinson

B. Mid-Del School District – School Resource Officer

Approve contract with Mid-Del School District for a School Resource Officer (SRO) position at the Del City High School, authorize signatures as necessary. This contract will be effective from the date signed until June 30, 2023. Requested by Chief of Police Steven Robinson

C. Oklahoma County Jail Services Agreement

Approve the Jail Services Agreement with Oklahoma County for FY 2022-2023; authorize signatures as necessary. Requested by Chief of Police Steven Robinson

D. City of Oklahoma City – Animal Shelter Services

Approve contract with the City of Oklahoma City for Animal Shelter Services for FY 2022-23; authorize signatures as necessary. Requested by Chief of Police Steven Robinson

13. Invitation to Bid (ITB) No. 0204 – Ray Trent Park Pedestrian Bridge

Discussion, consideration, possible action to award/deny ITB No. 0204 – Ray Trent Park Pedestrian Bridge to the lowest responsible bidder, SAC Services Inc, in the amount of \$100,398; authorize Mayor to endorse same. The pedestrian bridge is part of ongoing improvements to Ray Trent Park funded by CDBG-CV funds. Requested by Public Works Director Mike Hatfield

14. Invitation to Bid (ITB) No. 0205 – Mid-Del Youth & Family Building Repairs and Upgrades

Discussion, consideration, possible action to award/deny ITB No. 0205 – Mid-Del Youth Building Repairs and Upgrades, in the amount of \$148,413.10, at 2840 Linda Lane, by the lowest responsible bidder, Bruce Johnson Construction, LLC; authorize Mayor to endorse same. The cosmetic repairs consist of new flooring and repainting the interior of building. The upgrades include constructing walls to form three additional offices, new lighting, and security/privacy fence. All ADA upgrades to the building will be funded by CDBG-CV funds. Requested by Public Works Director Mike Hatfield

15. Street Striping on Sunnyslane Road

Discussion, consideration, possible action to approve/deny street striping by Action Safety Supply Co., L.L.C., on Sunnyslane Road from SE 20th to SE 29th, for the amount of \$11,547.60 under state contract SW776. Requested by Public Works Director Mike Hatfield

16. Concrete Repairs at SE 28th and Epperly Drive

Discussion, consideration, possible action to approve/deny repairing the intersection of SE 28th Street and Epperly Drive for the amount of \$16,939 by the lowest responsible bidder, Ellsworth Construction OKC. Requested by Public Works Director Mike Hatfield

17. Household Hazardous Waste

Discussion, consideration, possible action to approve/deny the renewal of the agreement with Midwest City regarding the collection of household hazardous waste for FY 2022-2023; authorize Mayor to endorse same. This program provides residents of Del City the opportunity to remove household hazardous waste from the waste stream, thereby protecting the environment. Requested by Public Works Director Mike Hatfield

18. Walking Trail at Rotary Park

Discussion, consideration, possible action to approve/deny extending the walking trail at Rotary Park for \$14,455 by the lowest responsible bidder, Tricore LLC, said project to be funded by CDBG-CV funds. Requested by Public Works Director Mike Hatfield

19. Multifunction Printers for Finance Department

Discussion, consideration, possible action to approve a lease agreement with R.K. Black, Inc., which renews the current contract for the Kyocera copier/printer that is in the mailroom, and adds ten office desktop copiers/printers to be used in the Finance Department and Utility Office, with the service agreement to include all parts, toner, labor, travel, and supplies except paper for \$743.56 per month; authorize Mayor to endorse same. Requested by City Clerk Melissa Jones

**20. Special Use Permit – PC/UR 633-22
(4721 SE 29th Street. Applicant Michael Coker, Owner of 2013 Pawn)**

A. Public Hearing

Discussion, consideration, possible action to approve/deny holding a public hearing on the above-referenced application for special use permit. Requested by City Planner Kelly Wilborn

B. Council Action

Discussion, consideration, possible action to approve or approve with modifications or deny the above-referenced application for a Special Use Permit to permit the Use of a Pawn Shop in A-C commercial zoning district. Requested by City Planner Kelly Wilborn

**21. Special Use Permit – PC/UR 635-22
(901 and 921 S. Sooner Road. Applicant Shelia Williams, Owner of Grown but Not on My Own)**

A. Public Hearing

Discussion, consideration, possible action to approve/deny holding a public hearing on the above-referenced application for special use permit. Requested by City Planner Kelly Wilborn

B. Council Action

Discussion, consideration, possible action to approve or approve with modifications or deny the above-referenced application for a Special Use Permit to permit the use of a Children’s learning center in the O-C Commercial zoning district. Requested by City Planner Kelly Wilborn

22. Renewal of Agreements for FY 2022-2023

Discussion, consideration, possible action to approve renewal of agreements for FY 2022-2023 as listed in Exhibit A to the Council agenda. Requested by City Clerk Melissa Jones

23. Regional Transportation Authority Renewal

Discussion, consideration, possible action to approve/deny the annual renewal costs to be a member of the Regional Transportation Authority in the amount of \$31,133. Requested by Economic Development Director JD Hock

24. Fitness Court Grand Opening

Discussion, consideration, possible action to approve/deny allocating funds for the National Fitness Campaign – Outdoor Fitness Court Grand Opening scheduled for June 22, 2022 at 10:00 a.m. for an amount not to exceed \$500; declare/deny a public purpose. The Outdoor Fitness Court is funded by CDBG-CV funds. Requested by Economic Development Director JD Hock

25. Discussion Only: Airbnb

Discussion, consideration, possible action to approve/deny holding a discussion regarding the allowance of Air Bed & Breakfast facilities (Airbnb’s) within city limits. Requested by Economic Development Director JD Hock

26. Abatement Costs to Property Owners

Discussion, consideration, possible action to approve and ratify or deny and remove assessment costs to property owners for the cleanup of property previously abated in accordance with Del City Code Sections 13-106 through 13-114 in the total amount of \$2,864.08. Requested by Economic Development Director JD Hock

(1) 3304 Dentwood Ter
 Owner: Gregory G & Tanya M Cunningham (Del City, OK)
 Contractor Fee\$1,475.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$1,844.54

(2) 1632 Elm Drive
 Owner: Dorothy Montgomery (Del City, OK)
 Contractor Fee\$650.00
 Administrative Expenses\$353.54
 Mailings, photos, processing, copying, etc.....\$16.00
 Total Expenses.....\$1,019.54

27. Surplus Items

Discussion, consideration, possible action to declare/deny the items listed in Exhibit B to the Council agenda as surplus to the City’s needs; authorize the City Manager to dispose of surplus items. Requested by Economic Development Director JD Hock

28. 2022 State of the City

Discussion consideration, possible action to approve/deny a cost of \$250 for the 2022 Annual State of the City on Tuesday, June 21, 2022 at 10:00 a.m.; declare/deny a public purpose. Requested by Assistant to the City Manager Brittany Parrott

29. Council Input

30. Adjournment

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Michael Dean, Vice Chair
Pam Finch, Secretary
Jacque Mooney, Trustee
Kyle Gandy, Trustee

Mike Cantrell, Acting Trust Manager
Melissa Jones, City Clerk
Beverly Palmer, City Attorney

Public Notice of Meeting

Regular Meeting Del City Municipal Services Authority (DCMSA)

City Hall – Council Chambers
3701 SE 15th Street
Del City, Oklahoma

June 6, 2022 at 6:00 p.m.

The DCMSA encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations.

Posted for public view at **5:00 p.m.** on **June 3, 2022.**

Signed: *s/Melissa Jones*
City Clerk / Deputy City Clerk

Agenda

1. **Call to Order**
2. **Roll Call**
3. **Public and Trustee Input**

- A. Public
- B. Trustees

4. **Manager's Report**
5. **Consent Docket**

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

(This item is placed on the agenda so the Trust, by unanimous consent, may designate those routine agenda items they wish to approve or acknowledge by one motion. If any proposed item does not meet with approval of all Trust members, the item will be heard in regular order.)

- A. Budget Amendment

Approve budget amendment for FY 2021-2022, as shown in Exhibit A to the DCMSA agenda. Requested by City Clerk Melissa Jones

- B. Minutes

Approve minutes of regular meeting of the DCMSA of May 16, 2022. Requested by City Clerk Melissa Jones

6. **Replacement Filter Effluent Rate Flow Controller - Water Treatment Plant**

Discussion, consideration, possible action to approve/deny purchasing a Rate of Flow Controller, Model 20620-16, from BIF Co. LLC (sole source provider), for the water treatment facility in the amount of \$18,450. The parts used to repair the failing valve that is currently in use are obsolete. The replacement valve is an exact fit to the existing plumbing and electrical. Requested by Public Works Director Mike Hatfield

7. **Request for Proposal (RFP) No. 0208 – Water Meters, Boxes, Fire Hydrants and Valves**

Discussion, consideration, possible action to award/deny RFP No. 0208 - Water meters, meter boxes, fire hydrants and valves to the lowest responsible bidders, Core and Main and Utility Technology Services for items that will be used throughout FY 2022-2023; authorize Trust Chair to endorse same. Requested by Public Works Director Mike Hatfield

8. Request for Proposal (RFP) No. 0209 – Polymers

Discussion, consideration, possible action to award/deny RFP No. 0209 – Polymers to the lowest responsible bidder, Polydyne Inc., in the amount of \$1.77 per pound; authorize Trust Chair to endorse same. The polymer will be used at the wastewater treatment facility during FY2022-2023 on an as-needed basis. Requested by Public Works Director Mike Hatfield

9. Multifunction Printers for Finance Department

Discussion, consideration, possible action to approve a lease agreement with R.K. Black, Inc., which renews the current contract for the Kyocera copier/printer that is in the mailroom, and adds ten office desktop copiers/printers to be used in the Finance Department and Utility Office, with the service agreement to include all parts, toner, labor, travel, and supplies except paper for \$743.56 per month; authorize Trust Chair to endorse same. Requested by City Clerk Melissa Jones

10. Renewal of Agreements for FY 2022-2023

Discussion, consideration, possible action to approve renewal of agreements for FY 2022-2023 as listed in Exhibit B to the DCMSA agenda. Requested by City Clerk Melissa Jones

11. Trust Input

12. Adjournment

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Public Notice of Meeting

Regular Meeting Del City Economic Development Authority (DCEDA)

City Hall – Council Chambers
3701 SE 15th Street
Del City, Oklahoma

June 6, 2022 at 6:00 p.m.

The DCEDA encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations.

Posted for public view at **5:00 p.m.** on **June 3, 2022.**

Signed: *s/Melissa Jones*
City Clerk / Deputy City Clerk

Agenda

1. Call to Order

2. Roll Call

3. Public and Trustee Input

- A. Public
- B. Trustees

4. Minutes

Discussion, consideration, possible action to approve minutes of the regular meeting of DCEDA of April 18, 2022. Requested by City Clerk Melissa Jones

5. DC Chamber of Commerce Lease Agreement

Discussion, consideration, possible action to approve/deny entering into a Lease Agreement with the Del City Chamber of Commerce to sublease the property located at 4505 SE 15th Street, Building #4 (Del City Economic Development Center); authorize Trust Chair to endorse same. Requested by Economic Development Director JD Hock

6. Trust Input

7. Adjournment