

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

October 17, 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 **October 14, 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. 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 Council, 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 Council members, the item will be heard in regular order.)

A. Budget Amendment

Approve budget amendment for FY 2022-2023, as shown in Exhibit A to the Council agenda. Requested by City Clerk Melissa Jones

B. Minutes of Regular Meeting

Approve minutes of the regular meeting of Council of October 3, 2022. Requested by City Clerk Melissa Jones

C. Blanket Purchase Order – Fleet Maintenance Division

Approve blanket purchase order for Fleet Maintenance Division for FY 2022-2023 under account 01-518-218, as follows. Requested by Public Works Director Mike Hatfield

01-0226	Central Power Equip	\$500.00
01-0190	Howard Auto Parts	1,000.00
01-1015	XL Parts	<u>1,000.00</u>
	Total	\$2,500.00

7. 2022 Trunk or Treat, 3rd Annual Event

Discussion, consideration, possible action to approve/deny an additional cost of \$2,500 for the 3rd Annual Trunk or Treat Event in conjunction with the Del City Chamber of Commerce; declare/deny a public purpose. The event is scheduled for Saturday, October 29, 2022 from 4:00 p.m.-9:00 p.m. at Del City High School located at 1900 S. Sunnyslane Road. Requested by Assistant to the City Manager Brittany Parrott

8. Renewal of Liability, Fleet, and Property Insurance

Discussion, consideration, possible action to:

- A. Approve renewal of property insurance with Hudson Insurance, agent Glenn Harris & Associates, in the total amount of \$210,422 (City's share is \$105,211 and DCMSA's share is \$105,211) for the period of November 1, 2022, through October 31, 2023. Requested by City Clerk Melissa Jones
- B. Approve renewal of Liability/Fleet insurance with Hudson Insurance, agent Glenn Harris & Associates Insurance, in the total amount of \$329,685 (City's share is \$164,842.50 and DCMSA's share is \$164,842.50) for the period November 1, 2022, through October 31, 2023. Requested by City Clerk Melissa Jones
- C. Approve renewal of Liability insurance for law enforcement, public officials, and employment practices with Hudson Excess Insurance, agent Glenn Harris & Associates Insurance, in the total amount of \$155,798.80 (City's share is \$129,983.03 and DCMSA's share is \$25,815.77) for the period November 1, 2022 through October 31, 2023. Requested by City Clerk Melissa Jones

9. Monthly Update from the Fire Chief

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

10. Revision to Contract with Lexipol, LLC

Discussion, consideration, possible action to approve/deny a revision to the contract with Lexipol, LLC, that was approved by Council on October 3, 2022, to allow for a twelve-month contract, from November 1, 2022 through October 31, 2023, rather than the previously approved prorated contract through the end of fiscal year 2023, for a total of \$31,968.45 to be paid with American Rescue Plan Act funds; authorize Mayor to endorse same. This total amount reflects an increase of \$5,510.95 for the extended length of the subscription services. Requested by Deputy Chief of Police Loyd Berger

11. Determination of Dilapidation and Order of Removal – 4732 SE 23rd Street

Discussion, consideration, possible action to approve/deny making a finding that the condition of the residential structure at the above-mentioned property constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions; approve/deny fixing reasonable dates for commencement and completion of the work by the property owner, those being commencement by January 1, 2023 and completion by January 23, 2023; authorize/not authorize the City Clerk to file a notice of dilapidation and lien against the property; and approve/deny directing the City Manager to cause the structure to be razed and removed, in the manner deemed most cost effective and expedient, if the work is not completed by the property owner within the dates fixed herein. A public hearing of this matter was held before Council at its regularly scheduled meeting on September 19, 2022. Requested by Chief Code Enforcement Officer Antonio Singleton

12. Determination of Dilapidation and Order of Removal – 4708 SE 23rd Street

Discussion, consideration, possible action to approve/deny making a finding that the condition of the residential structure at the above-mentioned address constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions; approve or deny fixing reasonable dates for commencement and completion of the work by the property owner, those being commencement by January 1, 2023 and completion by January 23, 2023; authorize/not authorize the City Clerk to file a notice of dilapidation and lien against the property; and approve/deny directing the City Manager to cause the structure to be razed and removed, in the manner deemed most cost effective and expedient, if the work is not completed by the property owner within the dates fixed herein. A public hearing of this matter was held before Council at its regularly scheduled meeting on September 19, 2022. Requested by Chief Code Enforcement Officer Antonio Singleton

13. Invitation to Bid (ITB) No. 0213 – Sidewalk between 4605 SE 44th and Mickey Road

Discussion, consideration, possible action to award/deny ITB No. 0213 – sidewalk between 4605 SE 44th and Mickey Road, to the lowest responsible bidder, EMC Services LLC, for an amount of \$80,630; authorize Mayor to endorse same. The scope of work will be installing an ADA compliant sidewalk on the north side of SE 44th Street east of Sunnylane Road. Requested by Public Works Director Mike Hatfield

14. Invitation to Bid (ITB) No. 0214 – Concrete Walking Trail

Discussion, consideration, possible action to award/deny ITB No. 0214 – concrete walking trail at the Community Center, to the lowest responsible bidder, TriCore Group, LLC, for an amount of \$54,048; authorize Mayor to endorse same. This project will be funded with CDBG-CV funds. Requested by Public Works Director Mike Hatfield

15. Purchase of Snowplows

Discussion, consideration, possible action to approve/deny purchasing three snowplows from Perfection Equipment for an amount of \$21,939. The plows will be installed on three one-ton, four-wheel drive trucks and will allow for more efficient citywide snow removal. Requested by Public Works Director Mike Hatfield

16. Resolution: Application for American Rescue Plan Act Grant Funds

Discussion, consideration, possible action to approve/deny Resolution No. _____, authorizing application for American Rescue Plan Act grant funds from the Oklahoma Water Resources Board, seeking financial assistance for replacing critical clarifiers at the Del City Water Plant that are developing mechanical issues and have far surpassed their life cycle; authorize Mayor to endorse same. Requested by Economic & Community Development Director JD Hock

17. Executive Session

Discussion, consideration, possible action, if any, to approve recessing to executive session pursuant to the Oklahoma Open Meeting Act, 25 O.S. § 301 et seq. for purpose of the following:

Discussion concerning confidential matters pertaining to pending investigations, claims, and actions, including but not limited to Keith Edwards, Workers' Compensation Commission, Claim CM3-2022-01062K, pursuant to 25 O.S. § 307 (B) (4), as the Council, on advice of its attorney, has determined that disclosure will seriously impair the ability of the Council to process the claim or conduct a pending investigation or litigation in the public interest. Requested by Acting City Manager Mike Cantrell

18. Action from Executive Session

Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning confidential matters pertaining to pending investigations, claims, and actions, including but not limited to Keith Edwards, Workers' Compensation Commission, Claim CM3-2022-01062K, as the Council, on advice of its attorney, has determined that disclosure will seriously impair the ability of the Council to process the claim or conduct a pending investigation or litigation in the public interest; authorize Acting City Manager to endorse related documents. Requested by Acting City Manager Mike Cantrell

19. Council Input

20. Adjournment

CITY OF DEL CITY
 FY 2022-23 BUDGET
 October 17, 2022

EXHIBIT A

GENERAL FUND (01)

Acct.		Current Budget	Budget Increase	Amended Budget	Notes/Reason for Change
Revenue					
01-4630	Sale of Personal Property	520,315	40,807	561,122	4100 SE 12 & 1417 Mallard & 1115 Hampton
01-4699	FEMA Reimbursement	3,094	143,152	146,246	2020 Ice Storm
			183,959		

Acct.		Current Budget	Budget Increase	Amended Budget	Notes/Reason for Change
Expense					
01-549-801	Fund Balance	827,491	183,959	1,011,450	Sale of Land & Ice Storm Reimb.
			183,959		

ECONOMIC DEV. (34)

Acct.		Current Budget	Budget Increase	Amended Budget	Notes/Reason for Change
Expense					
34-575-376	Professional Services	298,500	111,000	409,500	Payment to Halff
34-575-393	Marketing	-	1,000	1,000	Printing/Flyer
34-575-801	Unappropriated Fund Bal	3,172,496	(112,000)	3,060,496	Comprehensive Plan/Flyer
			-		

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The City of Del City

Floyd A. Eason, Chairman
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

October 17, 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 **October 14, 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. **Minutes**

Discussion, consideration, possible action to approve minutes of the regular meeting of DCMSA of October 3, 2022. Requested by City Clerk Melissa Jones

6. **Renewal of Liability, Fleet, and Property Insurance**

Discussion, consideration, possible action to:

- A. Approve renewal of property insurance with Hudson Insurance, agent Glenn Harris & Associates, in the total amount of \$210,422 (City's share is \$105,211 and DCMSA's share is \$105,211) for the period of November 1, 2022, through October 31, 2023. Requested by City Clerk Melissa Jones
- B. Approve renewal of Liability/Fleet insurance with Hudson Insurance, agent Glenn Harris & Associates Insurance, in the total amount of \$329,685 (City's share is \$164,842.50 and DCMSA's share is \$164,842.50) for the period November 1, 2022, through October 31, 2023. Requested by City Clerk Melissa Jones
- C. Approve renewal of Liability insurance for law enforcement, public officials, and employment practices with Hudson Excess Insurance, agent Glenn Harris & Associates Insurance, in the total amount of \$155,798.80 (City's share is \$129,983.03 and DCMSA's share is \$25,815.77) for the period November 1, 2022 through October 31, 2023. Requested by City Clerk Melissa Jones

7. **Purchase of Sanitation Poly Karts**

Discussion, consideration, possible action to approve/deny the purchase of Poly Karts under the city's contract with Toter Inc for an amount not to exceed \$20,580.48. The Poly Karts are purchased to replace broken and worn karts. Requested by Public Works Director Mike Hatfield

8. **Trust Input**
9. **Adjournment**

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Michael Dean, 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 Economic Development Authority (DCEDA)

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

October 17, 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 **October 14, 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. **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 2022-2023, as shown in Exhibit A to the DCEDA agenda. Requested by City Clerk Melissa Jones

- B. Minutes of Regular Meeting

Approve minutes of the regular meeting of DCEDA of September 6, 2022. Requested by City Clerk Melissa Jones

5. **Trust Input**
6. **Adjournment**

DEL CITY ECONOMIC DEVELOPMENT AUTHORITY
 FY 2022-23 BUDGET
 October 17, 2022

EXHIBIT A

ECONOMIC DEVELOPMENT FUND (02)

Acct.		Current Budget	Budget Increase	Amended Budget	Notes/Reason for Change
Expense					
02-576-330	TIF Note Interest-Project 2	301,500	(92,000)	209,500	Loan #99897
02-576-331	TIF Note Principal-Project 2	-	90,000	90,000	Loan #99897
02-576-375	Bank Charges	-	2,000	2,000	Loan #99897
			-		