

**MINUTES
OF
A REGULAR MEETING OF THE MAYOR AND BOARD OF COMMISSIONERS OF
THE CITY OF ARDMORE, OKLAHOMA, HELD ON MAY 20, 2019
AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	Doug Pfau	Vice-Mayor
	Sheryl Ellis	Commissioner
	Beth Windel	Commissioner
	Martin Dyer	Commissioner
	J.D. Spohn	City Manager
	Ken Campbell	City Clerk
Absent:	John Moore	Mayor

This meeting was held in compliance with the Oklahoma Open Meeting Act (OSS 25)

1. CALL TO ORDER, BY THE MAYOR

Vice-Mayor Pfau called the meeting to order.

2. INVOCATION

The invocation was led by Vice-Mayor Pfau.

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Dyer.

4. ROLL CALL

The City Clerk called roll. All were present except Mayor Moore

5. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to approve the agenda with Consent Agenda Item 8.D. moved to Resolution(s) Item 9.B.2.

Ayes:	Ellis, Windel, Dyer, Pfau
Nays:	None
Absent:	Moore

6. APPROVE MINUTES

A. of the City Commission Regular Meeting held on May 6, 2019

Motion was made by Commissioner Ellis and seconded by Commissioner Dyer to approve the minutes of the City Commission Regular Meeting of May 6, 2019 as written.

Ayes: Ellis, Windel, Dyer, Pfau
Nays: None
Absent: Moore

B. of the City Commission Special Meeting held on May 14, 2019

Motion was made by Commissioner Dyer and seconded by Commissioner Windel to approve the minutes of the City Commission Special Meeting/Budget Work Session of May 14, 2019 as written.

Ayes: Ellis, Windel, Dyer, Pfau
Nays: None
Absent: Moore

7. PUBLIC HEARING(S)

A. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 8.61 Acres Located at 5621 West Broadway from AG (Agriculture) to IL (Light Industrial)

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the City received a Rezoning Application from the property owner of 8.61 acres located at 5621 West Broadway, requesting the rezone of subject property from AG (Agriculture) to IL (Light Industrial). In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on May 9, 2019. Per Section 319, a public hearing is now required before the City Commission.

No One Present to Speak For or Against

Public Hearing Closed

B. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 83.58 Acres Located at North of Myall Road from RS-9 (Single Family Residential) to AG (Agriculture)

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the City received a Rezoning Application from the property owner of 83.58 acres located approximately 650 feet north of the 5200 block of Myall Road from RS-9 (Single Family Residential) to AG (Agriculture). In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on May 9, 2019. Per Section 319, a public hearing is now required before the City Commission.

No One Present to Speak For or Against

Public Hearing Closed

C. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request for a Conditional Use Permit to Locate a Triplex in the RS-6 (Single Family Residential) Zoning District at 802 E Street NW

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the City received a Conditional Use Permit Application from the property owner of 802 E Street NW requesting approval to locate a triplex at this location. In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on May 9, 2019. Per Section 319, a public hearing is now required before the City Commission.

Present to Speak For the Conditional Use Permit: Louis Taliaferro

Present to Speak Against the Conditional Use Permit: Freddy Hodges, Cassandra Iliff and Donna Iliff

Public Hearing Closed

8. CONSENT

A. Consideration and Possible Action to Confirm Mayor and City Commissions Appointments to the Parks and Recreation Advisory Board to be Lloyd Collier and Eugene Johnson to Serve Second Three Year Terms with Terms to Expire in May of 2022

The Mayor and City Commissions considered the appointments to the Parks and Recreation Advisory Board to be Lloyd Collier and Eugene Johnson to serve second three (3) year terms with terms to expire in May of 2022.

B. Consideration and Possible Action to Confirm Mayor and City Commission Appointments to the HFV Wilson Community Center to be Roger Price and Cedric Bailey to Serve First Three Year Terms and Harold Waddell to Serve a Second Three Year Term with Terms to Expire in June of 2022

The Mayor and City Commissions considered the appointments to the HFV Wilson Community Center to be Roger Price and Cedric Bailey to serve first three (3) year terms and Harold Waddell to serve a second three (3) year term with terms to expire in June of 2022.

C. Consideration and Possible Action to Confirm Mayor and City Commissions Appointments to the Cemetery Advisory Board to be Bob Humphrey to Fulfill the Unexpired Term of David Annis with Term to Expire in May of 2021 and Appointments of Brian Douglas to Serve a First Three Year Term and Kyle Craddock to Serve a Second Three Year Term with Terms to Expire in May of 2022

The Mayor and City Commissions considered the appointments to the Cemetery Advisory Board to be Bob Humphrey to fulfill the unexpired term of David Annis with term to expire in May of 2021 and appointments of Brian Douglas to serve a first three (3) year term and Kyle Craddock to serve a second three (3) year term with terms to expire in May of 2022.

D. Consideration and Possible Action of a Resolution for a Preliminary Plat of 3 Lots on .85 Acres of the Fox Crossing Subdivision Located at 1201 5th Avenue SW

Item moved to Resolution(s) 9.B.2

E. Consideration and Possible Action of a Resolution for a Final Plat of 1 Lot on 2.12 Acres of the Commerce Addition Located at 1492 South Commerce Street

On May 9, 2019, the Planning Commission considered the application to approve the Final Plat of the Commerce Addition located at 1492 South Commerce Street. The Planning Commission voted (7-0) to recommend approval of the Final Plat.

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to approve Consent Agenda Items 8.A., B and C with Item 8.E. approved by Resolution 4101.

Ayes:	Ellis, Windel, Dyer, Pfau
Nays:	None
Absent:	Moore

9. REGULAR BUSINESS

A. ORDINANCE(S)

1. Consideration and Possible Action for an Ordinance Rezoning 8.61 Acres Located at 5621 West Broadway from AG (Agriculture) to IL (Light Industrial)

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that staff received a request from Jared Wiley on behalf of Bruce Ngo & Truc Nguyen, property owners of property located at 5621 West Broadway to rezone this property from AG (Agriculture) to IL (Light Industrial). The Planning Commission voted (7-0) to recommend approval of rezoning to IL (Light Industrial) Zoning District. Staff recommends approval of the requested rezoning.

Motion was made by Commissioner Ellis and seconded by Commissioner Dyer to approve Ordinance 3065.

Ayes: Ellis, Windel, Dyer, Pfau
Nays: None
Absent: Moore

2. Consideration and Possible Action of an Ordinance to Rezone 83.58 Acres Located at Approximately 650 Feet North of the 5200 Block of Myall Road from RS-9 (Single Family Residential) to AG (Agriculture)

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that staff received a request from Plainview Development LLC on behalf of Susan Trumble, property owner of property located at approximately 650 Feet North of the 5200 Block of Myall Road from RS-9 (Single Family Residential) to AG (Agriculture). The Planning Commission voted (7-0) to recommend approval of rezoning to AG (Agriculture) Zoning District. Staff recommends approval of the requested rezoning.

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to approve Ordinance 3066.

Ayes: Ellis, Windel, Dyer, Pfau
Nays: None
Absent: Moore

B. RESOLUTION(S)

1. Consideration and Possible Action for a Resolution for a Conditional Use Permit to Locate a Triplex in the RS-6 (Single Family Detached/Attached) Zoning District for 802 E Street NW

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that on May 9, 2019, the Planning Commission considered the request by RWN Property LLC/Lewis Taliaferro for a Conditional Use Permit to locate a triplex in the RS-6 (Single Family Detached/Attached) District for 802 E Street NW in Ardmore, Oklahoma. Mr. Taliaferro requests permission to construct a triplex. The Planning Commission voted (5-2) to recommend approval of the Conditional Use Permit in the RS-6 (Single Family Detached/Attached) Zoning District. Staff recommends approval of the Conditional Use Permit in the RS-6 (Single Family Detached/Attached) Zoning District to allow the construction of a triplex.

Motion was made by Commissioner Dyer and seconded by Commissioner Windel to approve Resolution 4102.

Ayes:	Windel, Dyer, Pfau
Nays:	Ellis
Absent:	Moore

2. Consideration and Possible Action of a Resolution for a Preliminary Plat of 3 Lots on .85 Acres of the Fox Crossing Subdivision Located at 1201 5th Avenue SW

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that on May 9, 2019, the Planning Commission considered the application to approve the Preliminary Plat of the Fox Crossing Addition. The Planning Commission voted (7-0) to recommend approval of the Preliminary Plat. Staff recommends approval of the Preliminary Plat.

Motion was made by Commissioner Ellis and seconded by Vice-Mayor Pfau to approve Resolution 4100.

Ayes:	Ellis, Dyer, Pfau
Nays:	None
Abstain:	Windel
Absent:	Moore

C. AGREEMENT(S)

1. Consideration and Possible Action to Declare Ardmore Police Department Unit No. 100 a 2013 Ford Taurus Police Interceptor as Surplus and Authorize Disposal of Said Property to be Sold at the next City Auction

A presentation was made by Ken Grace, Chief of Police, to the Commission. He stated that the Ardmore Police Department requests permission from the City Commissions to declare surplus Unit No. 100, a 2013 Ford Taurus Police Interceptor (Asset No. 008602; Vin No. 1 FAHP2M80DG124380), and sell this unit at the next City Auction.

Motion was made by Commissioner Ellis and seconded by Commissioner Windel to approve to declare Ardmore Police Department Unit No. 100 a 2013 Ford Taurus Police Interceptor as surplus and authorize disposal of said property to be sold at the next City Auction.

Ayes: Ellis, Windel, Dyer, Pfau
Nays: None
Absent: Moore

2. Consideration and Possible Action for an Agreement for Professional Services between the City of Ardmore and D&S Engineering Labs LLC for Engineering, Geotechnical and Laboratory Relating to the City of Ardmore Clubhouse Project in an Amount Not to Exceed \$45,500.00

A presentation was made by Teresa Ervin, Director of Parks and Recreation, to the Commission. She stated that staff requests approval of the contract for Professional Services between the City of Ardmore and D&S Engineering Labs LLC for testing related to The Clubhouse at Regional Park in an amount not to exceed \$45,500.00. This amount is budgeted in the Reserve Management Fund.

Motion was made by Commissioner Ellis and seconded by Commissioner Dyer to approve an Agreement for Professional Services between the City of Ardmore and D&S Engineering Labs LLC for engineering, geotechnical and laboratory relating to the City of Ardmore Clubhouse Project in an amount not to exceed \$45,500.00.

Ayes: Ellis, Windel, Dyer, Pfau
Nays: None
Absent: Moore

3. Consideration and Possible Action for an Agreement for Professional Services between the City of Ardmore and Guernsey for Engineering, Geotechnical and Topographic Survey Relating to the City of Ardmore Broadway and Main Roundabout Project in an Amount Not to Exceed \$62,000.00

A presentation was made by Thomas Mansur, City Engineer, to the Commission. He stated that the intersection of Main, Broadway and G Street NW as it is presently configured is an impediment to smooth and safe traffic flow. Staff over the last several years has considered a great number of modifications which include structural changes, traffic circles and different signal operations. Staff would like now to engage an engineering firm to develop detailed alternatives with cost estimates. Staff would like to undertake the engineering in three (3) phases, the first of which includes detailed site survey, utilities impacts, alternatives development, and design report. Staff recommends that the Commissions approve the engagement of Guernsey, consulting engineers and architects from Oklahoma City, Oklahoma, which has the requisite street and traffic design experience and which also has in-house landscape architects. Guernsey would undertake the first phase of survey and concept development. Subsequent phases and fees would be determined at a future date and submitted to the Commission for consideration once the scope of the project is known. The agreement has been reviewed by the City Attorney and funds have been budgeted for Phase 1 of the agreement in the amount of \$62,000.00.

Motion was made by Commissioner Dyer and seconded by Commissioner Windel to approve an Agreement for Professional Services between the City of Ardmore and Guernsey for engineering, geotechnical and topographic survey relating to the City of Ardmore Broadway and Main Roundabout Project in an amount not to exceed \$62,000.00.

Ayes:	Ellis, Windel, Dyer, Pfau
Nays:	None
Absent:	Moore

4. Consideration and Possible Action to Execute a Contract with US Bronco Services, Inc. for Meter Module Replacements in the Total Amount of \$394,225.00

A presentation was made by Ken Campbell, Director of Finance, to the Commission. He stated that on May 6, 2019, Bid No. 19-301 for meter module replacements was awarded to US Bronco Services, Inc. At the time staff requested deferring the execution of the Contract to review administrative issues and circumstances. During the bid process, US Bronco had to ask a local vendor to replicate their bid and deliver the bid by opening because their original bid was on a plane that was delayed in a thunderstorm. The original was received the next day. Due to an error in delivery by the courier and by no fault of the bidder, it is in the best interest of the City of Ardmore to proceed with the low bid and execute the Contract with US Bronco Services, Inc. in the total amount of \$394,225.00.

Motion was made by Commissioner Ellis and seconded by Commissioner Windel to approve to execute a Contract with US Bronco Services, Inc. for meter module replacements in the total amount of \$394,225.00.

Ayes:	Ellis, Windel, Dyer, Pfau
Nays:	None
Absent:	Moore

D. PURCHASE(S)

1. Consideration and Possible Action for the Purchase of a VHF ASTRO Conventional Voice Communications System from Motorola from the State Contract DIR-TSO-4101 as Amended by State Contract SW1053 in the Total Amount of \$368,703.00

A presentation was made by Kevin Boatright, Assistant City Manager, to the Commission. He stated that in 2007, the City of Ardmore purchased and had installed five (5) radio repeater sites to achieve better VHF radio coverage throughout the City. These repeaters receive, amplify and transmit radio traffic from handheld radios worn by Ardmore Police Department (APD) Officers when they are away from their vehicle as well as strengthen transmissions received from in vehicle systems. It is recommended that the repeater sites and the Ardmore Fire Department (AFD) radio system be replaced this year. These systems are listed as End-of-Life by the manufacturer and certified parts are no longer accessible. Information Technology staff is proposing that repeater sites be outfitted with a VHF ASTRO Conventional Voice Communications and antennas. Staff is also proposing combining the AFD radio system with APD as to leverage infrastructure and increase the FD existing coverage. The system is designed to include two (2) TX/RX sites with one channel each (APD and AFD respectively), and three (3) with two channel RX only sites that shall operate as a Voted system for both the APD and AFD channels. The proposed system shall operate in the VHF band on the frequencies that the City of Ardmore owns and which are currently in use. This system can operate both digitally and analog. When the APD replace remaining radios with digital capable radios, staff will apply to the FCC to add digital capability to the frequencies the City own. It is

expected that APD and AFD will get ten (10) to fifteen (15) years before needing to replace these systems. The purchase of a VHF ASTRO Conventional Voice Communications System from Motorola from the State Contract DIR-TSO-4101 as amended by State Contract SW1053 in the amount of \$368,703.00. This is budgeted in Fiscal Year 2018-2019 and will be paid out of GAPS.

Motion was made by Commissioner Ellis and seconded by Commissioner Dyer to approve the purchase of a VHF ASTRO Conventional Voice Communications System from Motorola from the State Contract DIR-TSO-4101 as amended by State Contract SW1053 in the total amount of \$368,703.00.

Ayes:	Ellis, Windel, Dyer, Pfau
Nays:	None
Absent:	Moore

10. ADJOURN

Motion was made by Commissioner Dyer and seconded by Commissioner Ellis to adjourn from this meeting.

Ayes:	Ellis, Windel, Dyer, Pfau
Nays:	None