

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON
APRIL 3, 2023 AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	Doug Pfau	Mayor
	John Credle, Jr.	Commissioner
	David Plesher	Commissioner
	Nancy Sjulín	Commissioner
	Kevin Boatright	City Manager
	Lori Linney	City Clerk
Absent:	Sheryl Ellis	Vice-Mayor

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

1. CALL TO ORDER

Mayor Pfau called the meeting to order.

2. INVOCATION

The invocation was led by Robert Newell, Chief Information Officer.

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Plesher.

4. ROLL CALL

The City Clerk called roll. All were present except Vice-Mayor Ellis.

5. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Commissioner Credle and seconded by Commissioner Plesher to approve the agenda as written.

Ayes:	Sjulín, Credle, Plesher, Pfau
Nays:	None
Absent:	Ellis

6. PRESENTATION(S)

A. Presentation of Proclamation by Mayor Pfau to Amber Wilson, Director of Emergency Management, to Declare the Month of April 2023 as "Severe Weather Preparedness Month" in the City of Ardmore

Mayor Pfau presented a proclamation to Amber Wilson, Director of Emergency Management, declaring April 2023 as "Severe Weather Preparedness Month" in the City of Ardmore.

B. Presentation of Proclamation by Mayor Pfau to Declare the Month of April 2023 as "National Pickleball Month" in the City of Ardmore

Mayor Pfau presented a proclamation declaring April 2023 as "National Pickleball Month" in the City of Ardmore.

C. Presentation of Proclamation by Mayor Pfau to Declare the Month of April 2023 as "Autism Awareness & Acceptance Month" in the City of Ardmore

Mayor Pfau presented a proclamation declaring April 2023 as "Autism Awareness & Acceptance Month" in the City of Ardmore.

D. Presentation of Proclamation by Mayor Pfau to Declare the Month of April 2023 as "Fair Housing Month" in the City of Ardmore

Mayor Pfau presented a proclamation declaring April 2023 as "Fair Housing Month" in the City of Ardmore.

E. Presentation of Proclamation by Mayor Pfau to Declare the Month of April 2023 as "National Safe Digging Month" in the City of Ardmore

Mayor Pfau presented a proclamation declaring April 2023 as "National Safe Digging Month" in the City of Ardmore.

7. APPROVE MINUTES

A. of the City Commission Regular Meeting held on March 20, 2023

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve the regular minutes of March 20, 2023 as written.

Ayes:	Sjulín, Credle, Plesher, Pfau
Nays:	None
Absent:	Ellis

8. PUBLIC HEARING(S)

A. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 97.25 Acres located on the 3500 Block of Mary Niblack Road from AG (Agriculture) Zoning District to RS-6 (Single Family Residential) Zoning District

The City received a Rezoning application from the property owner of 97.25 acres located on the 3500 block of Mary Niblack Road, requesting rezoning of the subject property from AG (Agriculture) zoning district to RS-6 (Single Family Residential, 6000sf min) zoning district. In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing was held before the Planning Commission on March 23, 2023. Per Section 319, a public hearing is now required before the City Commission. The Rezoning request is also on this agenda for final action by the City Commission.

No One Present to Speak Against

No One Present to Speak For

Public Hearing Closed

B. Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request to Rezone 40.14 Acres located at 2820 Springdale Road from AG (Agriculture) Zoning District to RR (Rural Residential) Zoning District

The City received a Rezoning application from the property owner of 40.14 acres located at 2820 Springdale Road, requesting rezoning of the subject property from AG (Agriculture) zoning district to RR (Rural Residential) zoning district. In keeping with the requirements of Section 319 of the Unified Development Code, a public hearing is now required before the City Commission. The Rezoning request is also on this agenda for final action by the City Commission.

No One Present to Speak Against

No One Present to Speak For

Public Hearing Closed

9. CONSENT

A. Consideration and Possible Action to Accept a Temporary Easement and Right of Way to Provide for the New Construction on 12th Avenue Northwest

As part of improvements proposed along 12th Avenue Northwest which includes widening the roadway to 5 lanes and the installing of a new storm sewer, the City needs an additional temporary right of way along the southern side of 12th Avenue Northwest. This temporary easement is needed to complete construction on a double 6'x3' reinforced concrete box which is located under 12th Avenue and will need to be extended south several feet.

B. Consideration and Possible Action to Accept a Trade-In Offer Received from United Engines for Residential Sanitation 2018 Peterbilt Side Loader (Unit Number 52) in the Amount of \$90,000.00 which is to be Applied Towards a Replacement Sanitation Truck

Staff requests the approval of the trade in offer from United Engines for Unit Number 52 in the amount of \$90,000.00 which is to be applied towards a replacement sanitation truck.

C. Consideration and Possible Action of Resolution Number 4247, a Resolution Approving the Preliminary Plat of 15 Lots on 5.17 Acres of the CKM Addition Phase I located on the 2800 Block of 3rd Avenue Northeast, Ardmore, Oklahoma

On March 23, 2023, the Planning Commission considered the application to approve the Preliminary Plat of the CKM Addition Phase I. The Planning Commission voted (6-0) to recommend approval of the Preliminary Plat.

D. Consideration and Possible Action of Resolution of 4248 for the Preliminary Plat of 19 Lots on 5.41 Acres of the CKM Addition Phase II located on the 3500 Block of Mary Niblack Road, Ardmore, Oklahoma

On March 23, 2023, the Planning Commission considered the application to approve the Preliminary Plat of the CKM Addition Phase II. The Planning Commission voted (5-1) to recommend approval of the Preliminary Plat.

E. Consideration and Possible Action of Resolution Number 4249 for the Final Plat of 1 Lot on 3.65 Acres of the EHC Addition located at 1641 Woerz Way, Ardmore, Oklahoma

On March 23, 2023, the Planning Commission considered the application to approve the Final Plat of the EHC Addition. The Planning Commission voted (6-0) to recommend approval of the Final Plat.

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to approve Consent Agenda Items 8.A. - 8.E.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis

10. REGULAR BUSINESS

A. ORDINANCE(S)

- 1. Consideration of Adoption or Rejection of Ordinance Number 3149, an Ordinance Rezoning Property located on the 3500 Block of Mary Niblack Road, Rezoning from AG (Agriculture) Zoning District to RS-6 (Single Family Residential, 6,000SF MIN) Zoning District Amending Ordinance Number 2583 Known as the Unified Development Code of the City of Ardmore, Oklahoma and Providing for Severability and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as may be Considered by the City Commission at the Meeting**

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that staff received a request from Fox Engineering on behalf of CKM Morgan Developments, LLC, property owners of property located on the 3500 block of Mary Niblack Road to rezone this property from AG (Agriculture) zoning district to RS-6 (Single Family Residential) zoning district. On March 23, 2023, the Planning Commission, after discussion, and consideration of the applicant's responses to the 15 criteria used to justify a rezoning, and after consideration of information provided by staff, voted (5-1) to recommend approval of rezoning to RS-6 (Single Family Residential) zoning district.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to adopt Ordinance 3149.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis

- 2. Consideration of Adoption or Rejection of Ordinance Number 3150, an Ordinance Rezoning Property located at 2820 Springdale Road, Rezoning from AG (Agriculture) Zoning District to RR (Rural Residential) Zoning District Amending Ordinance Number 2583 Known as the Unified Development Code of the City of Ardmore, Oklahoma and Providing for Severability and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as may be considered by the City Commission at the Meeting**

A presentation was made by Jessica Scott, Director of Community Development, to the Commission. She stated that the staff received a request from Ronald and Kathy Hamilton, property owners of property located at 2820 Springdale Road to rezone this property from AG (Agriculture) zoning district to RR (Rural Residential) zoning district. On March 23, 2023, the Planning Commission, after discussion, and consideration of the applicant's responses to the 15 criteria used to justify a rezoning, and after consideration of information provided by staff, voted (6-0) to recommend approval of rezoning to RR (Rural Residential) zoning district.

Motion was made by Commissioner Sjulín and seconded by Commissioner Credle to adopt Ordinance 3150.

Ayes:	Sjulín, Credle, Plesher, Pfau
Nays:	None
Absent:	Ellis

B. BID(S)

- 1. Consideration and Possible Action to Accept the Low Base Bid and Reject the Add Alternates Received from BRB Contractors, Incorporated for the Construction of the New Wastewater Treatment Plant to be located at the Ardmore Industrial Airpark in the Total Amount of \$8,232,000.00 and Approval or Rejection of Any Amendments Proposed by the City Commission at the Meeting**

A presentation was made by Shawn Geurin, Director of Utilities, to the Commission. He stated that three (3) bids were opened on March 2, 2023, for the construction of the New Wastewater Treatment Plant to be located at the Ardmore Industrial Airpark. Staff requests approval of the low Base Bid received from BRB Contractors, Incorporated in the amount of \$8,232,000.00 and reject the Add Alternates. This purchase will be funded from Revenue Bonds and the Wastewater Enterprise Fund.

Motion was made by Commissioner Plesher and seconded by Commissioner Sjulín to approve to accept the low Base Bid and reject the Add Alternates received from BRB Contractors, Incorporated for the construction of the New Wastewater Treatment Plant to be located at the Ardmore Industrial Airpark in the total amount of \$8,232,000.00.

Ayes:	Sjulín, Credle, Plesher, Pfau
Nays:	None
Absent:	Ellis

C. AGREEMENT(S)

1. Consideration and Possible Action of an Easement Agreement by and between the City of Ardmore and National Railroad Passenger Corporation for Americans with Disabilities Act (ADA) Improvements at the Ardmore Rail Station and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Josh Randell, City Engineer, to the Commission. He stated that in a desire to make the Ardmore Rail Station, located on both City property and BNSF right of way compliant with the American with Disabilities Act of 1990 (ADA), AMTRAK is proposing to install improvements at the station. These improvements will include a new rail platform, guardrails, lighting, detectable warning strip, signage, and egress gates. In addition to these improvements AMTRAK will install brick and concrete pathways with a connection to the City's storm sewer system behind the new platform. All of which will improve access to the Rail Station for all people with limited mobility. There are three (3) easements all together that AMTRAK requests. They are referred to as Platform Easement Numbers 1, 2 and 3. They have total areas of .025 ac, .019 ac, and .017 ac respectively.

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to approve an Easement Agreement by and between the City of Ardmore and National Railroad Passenger Corporation for Americans with Disabilities Act (ADA) improvements at the Ardmore Rail Station.

Ayes:	Sjulín, Credle, Plesher, Pfau
Nays:	None
Absent:	Ellis

2. Consideration and Possible Action of an Amendment to the Memorandum of Understanding by and between the City of Ardmore and Ardmore Tourism Authority for the Donation of Thirty-One (31) Wayfinding Signs to the City of Ardmore to Include a Term of Five (5) Years of Providing Funds for Annual Maintenance and an Ending Date on March 6, 2028 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Norris, Assistant City Manager, to the Commission. He stated that the amendment to the Memorandum of Understanding between the City of Ardmore and the Ardmore Tourism Authority for the donation of thirty-one (31) Wayfinding signs to the City of Ardmore would amend to include a term of five (5) years of providing funds for annual maintenance of the Wayfinding Signs for the City of Ardmore. The Memorandum of Understanding between the City of Ardmore and the Ardmore Tourism Authority would end on March 6, 2028.

Motion was made by Commissioner Credle and seconded by Commissioner Sjulín to approve an Amendment to the Memorandum of Understanding by and between the City of Ardmore and Ardmore Tourism Authority for the donation of thirty-one (31) Wayfinding Signs to the City of Ardmore to include a term of five (5) years of providing funds for annual maintenance and an ending date on March 6, 2028.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis

3. Consideration and Possible Action of an Agreement by and between the City of Ardmore and Studio Architecture for the Development of a Master Plan for Downtown Ardmore for a Fixed Fee of \$50,000.00 Plus Reimbursable Expenses Up to \$5,000.00 and Approval or Rejection of Any Amendments Proposed by the City Commission at the Meeting

A presentation was made by Kevin Norris, Assistant City Manager, to the Commission. He stated that the City of Ardmore would enter into an Agreement for professional services with Studio Architect for professional design services for the development of a Master Plan for Downtown Ardmore. Studio Architect would develop the Master Plan over the next six months, going through four (4) phases of development and would present the final plan to the City of Ardmore Commission for approval and adoption. Studio Architect would develop the Master Plan for Downtown Ardmore for a fixed fee of \$50,000.00 plus reimbursable expenses up to \$5,000.00. The Master Plan would be paid through the Community Enhancement Fund twenty (20).

Motion was made by Commissioner Sjulín and seconded by Commissioner Plesher to approve an Agreement by and between the City of Ardmore and Studio Architecture for the development of a master plan for downtown Ardmore for a fixed fee of \$50,000.00 plus reimbursable expenses up to \$5,000.00.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis

4. Consideration and Possible Action for Adoption of a Residential Anti-Displacement and Relocation Assistance Plan for the City of Ardmore and the Oklahoma Department of Commerce Whittington Park Improvement Project and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Norris, Assistant City Manager, to the Commission. He stated that the Oklahoma Department of Commerce requires the City of Ardmore, to adopt a Residential Anti-Displacement and Relocation Assistance Plan, in order to draw down funding for the Community Development Block Grant. The funding will be used for a restroom, playground and improved parking at Whittington Park and will not displace or relocate any citizen in the City of Ardmore.

Motion was made by Commissioner Credle and seconded by Commissioner Plesher to approve the adoption of a Residential Anti-Displacement and Relocation Assistance Plan for the City of Ardmore and the Oklahoma Department of Commerce Whittington Park Improvement Project.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis

5. Consideration and Possible Action of a Settlement Agreement for Properties located at 119 North Washington and 120 North Washington in Ardmore, Oklahoma and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the Settlement Agreement is by and between the City of Ardmore and Nicholas and Tiffany Thigpin (119 North Washington Street) and Kori Thompson (120 North Washington Street) located in Ardmore, Oklahoma.

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to approve a Settlement Agreement for properties located at 119 North Washington and 120 North Washington in Ardmore, Oklahoma.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis

11. NEW BUSINESS

None

12. ADJOURN

Motion was made by Commissioner Plesher and seconded by Commissioner Credle to adjourn from this meeting.

Ayes: Sjulín, Credle, Plesher, Pfau
Nays: None
Absent: Ellis