

REGULAR MEETING NOTICE AND AGENDA
Sand Springs City Council
April 12, 2023 – 11:30 a.m.
Sand Springs Municipal Building
100 East Broadway
Training/Conference Room 232 A/B, Second Floor
Sand Springs, Oklahoma 74063
www.sandspringsok.org

1. **Call to Order** Time _____

2. **Roll Call**

Ward 1-Worrell _____ Ward 2-Barnett _____ Ward 3-Burdge _____
Ward 4-Riley _____ Ward 5-Wilson _____ Ward 6-Jackson _____
At Large – Spoon _____

3. **Invocation**

Invocation will be provided by Mr. Brian Jackson; the public is welcome, but not required, to participate.

4. **Pledge of Allegiance**

Pledge of Allegiance will be provided by Councilor Worrell.

5. **Minutes – Council Meeting – March 27, 2023**

Council may consider approval, denial, amendment, or revision of the minutes of the March 27, 2023, regular City Council Meeting. (Presented by: City Clerk Janice L. Almy)

Motion _____ Second _____

6. **Open Meeting Act Update**

City Attorney David L. Weatherford will provide a brief update regarding the Open Meeting Act. (Presented by: City Attorney David L. Weatherford)

This item is for informational and training purposes only.

7. **Council Overview of Roles and Responsibilities**

Council will discuss the roles and responsibilities of Council and receive input from Charles Page High School Business Professionals of American students in this regards.

This item is for informational and training purposes only.

8. **City Manager's and Council Members' Report**

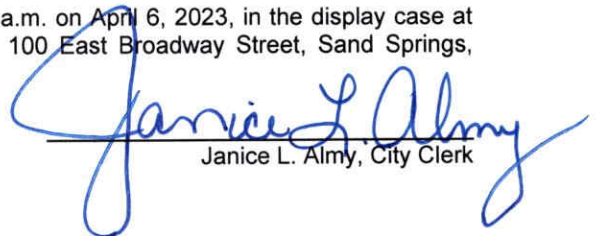
A) The City Manager and Council Members will provide updates regarding recent and upcoming events and projects, including COVID-19, events of interest, and the general operations of the City. No action is to be taken. (Administration)

This item is for training and informational purposes only.

9. **Adjournment** Time _____

IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY OF SAND SPRINGS AT 918-246-2575.

This agenda was filed in the office of the City Clerk and posted at 9:00 a.m. on April 6, 2023, in the display case at the front entrance of the Sand Springs Municipal Building (City Hall), 100 East Broadway Street, Sand Springs, Oklahoma 74063, by Janice L. Almy, City Clerk.


Janice L. Almy, City Clerk

MINUTES
Sand Springs City Council
March 27, 2023 – 6:00 p.m.
Sand Springs Municipal Building
100 East Broadway – Council Chambers, First Floor
Sand Springs, Oklahoma 74063
www.sandspringsok.org

MEMBERS PRESENT: Mayor Jim Spoon (15-0)
Vice Mayor Beau Wilson (12-3)
Councilor Cody Worrell (15-0)
Councilor Matt Barnett (12-3)
Councilor Mike Burdge (15-0)
Councilor Nancy Riley (14-1)
Councilor Brian Jackson (12-3)

ALSO PRESENT: City Manager Michael S. Carter
City Attorney David Weatherford
Recording Secretary Cynthia Webster

ABSENT: None

The Sand Springs City Council met in regular session on March 27, 2023, in the Council Chambers of the Sand Springs Municipal Building pursuant to the regular meeting notice and agenda filed with the City Clerk's office and posted at 11:30 a.m. on March 23, 2023, and the Addendum filed with the City Clerk's office and posted at 3:32 p.m. on March 23, 2023, on the display board located at the front entrance of the Sand Springs Municipal Building (City Hall), 100 East Broadway Street, Sand Springs, Oklahoma 74063

It was noted for the record, pursuant to 25 O.S. 304(2), members of the council were present beginning at 5:00 p.m. for an informal gathering; no business of the City was discussed or acted on by a quorum prior to the stated meeting time.

1. Call to Order

Mayor Spoon called the meeting to order at the noted time of 6:00 p.m.

2. Roll Call

Mayor Spoon called for an individual roll call with members replying in the following manner:

Councilor Jackson, here; Councilor Barnett, here; Councilor Burdge, here; Mayor Spoon, here; Vice Mayor Wilson, here; Councilor Riley, here; Councilor Worrell, here.

3. Invocation

The invocation was provided by Mr. Cody Worrell; the public was welcome, but not required, to participate.

4. Pledge of Allegiance

The Pledge of Allegiance was provided by Councilor Riley.

5. Presentations (A-B)

A) Oklahoma Municipal League – Honor Roll of Service Certifications

Oklahoma Municipal League District 6 Board Member Joyce Calvert (Mayor of Glenpool) presented Honor Roll of Service certificates to John R. (J.R.) Dickerson and Mike Burdge for 25 years of service to an Oklahoma municipality.

It was noted that Public Works Director Derek Campbell accepted on behalf of J.R. Dickerson.

This item was for ceremonial purposes only.

B) Mayoral Proclamation – Autism Awareness and Acceptance Month

Mayor Spoon read aloud a Mayoral Proclamation recognizing April 2023 as Autism Awareness and Acceptance Month in the City of Sand Springs, Oklahoma.

This item was for ceremonial purposes only.

A1. Swearing In Ceremony – Sand Springs Police Department

Municipal Judge Sharon Weaver administered the Oath of Office to newly appointed Police Officers Charles Bybee and Jonathan Noah.

It was noted that Officer Kaleb Louviere was unable to attend the meeting.

Following the Addendum item, Mayor Spoon moved to Agenda Item No. 6.

6. Consent Agenda (A-I)

Mayor Spoon informed Council that all matters listed under the Consent Agenda to be considered by Council are to be routine and will be enacted by one motion. Consent Agenda items are vetted through various Council Committees prior to consideration by Council.

Mayor Spoon noted that questions or clarification on Consent Agenda Items could be addressed prior to taking action. Mayor Spoon requested if Council had questions or needed clarification on Consent Agenda Items or whether any additional item needed to be considered separately.

There being no other questions or requests, Mayor Spoon called for a motion regarding Consent Agenda Items No. 6A through 6I.

A motion was made by Vice Mayor Wilson and seconded by Councilor Barnett to approve Consent Agenda Items No. 6A through 6I.

- A) The minutes of the February 27, 2023, regular City Council meeting.
- B) Resolution No. 23-32, a resolution concerning Phase One (1) of Downtown Streetscape Improvements, authorizing a budget amendment, authorizing an award of contract, authorizing payments and the signature of all related documents.
- C) Resolution No. 23-33, a resolution of the City Council of the City of Sand Springs, Oklahoma, affirming a declaration of dilapidated building public nuisance for a real property contained in Exhibit "A" of said resolution and authorizing the bringing of any action necessary in district court to abate such public nuisance.
- D) Re-allocating budget savings in the General Short Term Capital Fund – Parks and Recreation – Machinery and Equipment line item to the parks and Recreation – Autos and Trucks line item in the amount of \$19,500 to cover the 15-percent match for the Enhanced Mobility for Seniors and Individuals with Disabilities Federal Transit Administration Section 5310 Grant through INCOG.
- E) The amended Special Event Permitting fees.
- F) The acceptance of a Utility Easement dedicated by the Sand Springs Home containing 0.07 acres for the construction of a sanitary sewer line and water line, generally located in the vicinity of the northeast corner of Main Street and Morrow Road, Section 11, Township 19 North, Range 11 East, as described and depicted on subject easement.
- G) The acceptance of a Utility Easement dedicated by the Sand Springs Home containing 0.13 acres for the construction of a sanitary sewer line and water line, generally located in the vicinity of the northeast corner of Main Street and Morrow Road, Section 11, Township 19 North, Range 11 East, as described and depicted on subject easement.

- H) The acceptance of a Utility Easement dedicated by the Sand Springs Railway Company containing 0.18 acres for the construction of a sanitary sewer line and water line, generally located in the vicinity of the northeast corner of Main Street and Morrow Road, Section 11, Township 19 North, Range 11 East, as described and depicted on subject easement.
- I) The acceptance of a Utility Easement dedicated by the Morrow Owner, LLC containing 0.04 acres for the construction of a sanitary sewer line and water line, generally located in the vicinity of the northeast corner of Main Street and Morrow Road, Section 11, Township 19 North, Range 11 East, as described and depicted on subject easement.

Mayor Spoon called for the vote recorded as follows:

Councilor Worrell, aye; Councilor Riley, aye; Vice Mayor Wilson, aye; Mayor Spoon, aye; Councilor Burdge, aye; Councilor Barnett, aye; Councilor Jackson, aye.

The motion carried 7-0-0.

7. John M. Hess Municipal Award for Outstanding Citizen

City Manager Michael S. Carter requested Council's approval of the Council Appointment Committee's recommendation for the 2023 recipient of the John M. Hess Municipal Award for Outstanding Citizenship and preparation of the recipient proclamation and award.

A motion was made by Councilor Burdge and seconded by Vice Mayor Wilson that the Council Appointment Committee's recommendation for the 2023 recipient of the John M. Hess Municipal Award for Outstanding Citizenship and preparation of the recipient proclamation and award, as presented, be approved.

Mayor Spoon called for the vote recorded as follows:

Councilor Jackson, aye; Councilor Barnett, aye; Councilor Burdge, aye; Mayor Spoon, aye; Vice Mayor Wilson, aye; Councilor Riley, aye; Councilor Worrell, aye.

The motion carried 7-0-0.

8. Presentation and Public Hearing – Fiscal Year 2024 Proposed Budget (A-B)

A) Presentation

Budget Officer/Deputy Finance Director Arlena Barnes provided a presentation regarding the Fiscal Year 2024 Proposed Budget for the City of Sand Springs.

This item was for informational purposes only.

B) Public Hearing

Mayor Spoon declared a Public Hearing for the purpose of receiving citizen input concerning the Fiscal Year 2024 Proposed Budget for the City of Sand Springs, Oklahoma.

There being no comments, Mayor Spoon closed the Public Hearing.

This item was for informational purposes only.

9. **2023 Community Development Block Grant (A-C)**

A) Public Hearing

Mayor Spoon declared a Public Hearing for the purpose of receiving citizen input regarding needs under Tulsa County Community Development Block Grant (CDBG) Urban County FY2023 and receiving citizens input on perceived needs in the Low-Moderate Income Census area located just north of downtown Sand Springs.

Planning Director Brad Bates provided a brief overview of the CDBG Urban County program.

There being no comments, Mayor Spoon closed the Public Hearing.

This item was for informational purposes only.

B) Resolution No. 23-30

Planning Director Brad Bates requested Council's approval, denial, amendment, or revision of Resolution No. 23-30, a resolution declaring the City of Sand Springs intent to apply for FY2023 CDBG – Urban County funds.

A motion was made by Councilor Burdge and seconded by Vice Mayor Wilson that Resolution No. 23-30, a resolution declaring the City of Sand Springs intent to apply for FY2023 CDBG – Urban County funds, as presented, be approved.

Mayor Spoon called for the vote recorded as follows:

Councilor Worrell, aye; Councilor Riley, aye; Vice Mayor Wilson, aye; Mayor Spoon, aye; Councilor Burdge, aye; Councilor Barnett, aye; Councilor Jackson, aye.

The motion carried 7-0-0.

C) Resolution No. 23-31

Planning Director Brad Bates requested Council's approval, denial, amendment, or revision of Resolution No. 23-31, a resolution declaring April as Fair Housing Month in the City of Sand Springs, Oklahoma.

A motion was made by Vice Mayor Wilson and seconded by Councilor Worrell that Resolution No. 23-31, a resolution declaring April as Fair Housing Month in the City of Sand Springs, Oklahoma, as presented, be approved.

Mayor Spoon called for the vote recorded as follows:

Councilor Jackson, aye; Councilor Barnett, aye; Councilor Burdge, aye; Mayor Spoon, aye; Vice Mayor Wilson, aye; Councilor Riley, aye; Councilor Worrell, aye.

The motion carried 7-0-0.

10. Ordinance No. 1410 – Fire Prevention Code (A-B)

A) Ordinance No. 1410

Planning Director Brad Bates requested Council's approval, denial, amendment, or revision of Ordinance No. 1410, an ordinance relating to Title 8 – Health and Safety of the Code of Ordinances of the City of Sand Springs, Oklahoma; modifying Chapter 8.12 – Fire Prevention Code, providing for severability; repealing all ordinances in conflict herewith; declaring an emergency; and providing for recodification.

A motion was made by Vice Mayor Wilson and seconded by Councilor Barnett that Ordinance No. 1410, an ordinance relating to Title 8 – Health and Safety of the Code of Ordinances of the City of Sand Springs, Oklahoma; modifying Chapter 8.12 – Fire Prevention Code, providing for severability; repealing all ordinances in conflict herewith; declaring an emergency; and providing for recodification, as presented, be approved.

Mayor Spoon called for the vote recorded as follows:

Councilor Worrell, aye; Councilor Riley, aye; Vice Mayor Wilson, aye; Mayor Spoon, aye; Councilor Burdge, aye; Councilor Barnett, aye; Councilor Jackson, aye.

The motion carried 7-0-0.

B) Emergency Clause

Planning Director Brad Bates requested Council's approval of an Emergency Clause as it relates to Ordinance No. 1410 by reason of the timely need for adoption to protect the public's health, safety and welfare, an emergency is hereby declared to exist for which the ordinance shall become effective upon publication as provided by law.

A motion was made by Vice Mayor Wilson and seconded by Councilor Barnett that an Emergency Clause as it relates to Ordinance No. 1410 by reason of the timely need for adoption to protect the public's health, safety and welfare, an emergency is hereby declared to exist for which the ordinance shall become effective upon publication as provided by law, as presented, be approved.

Mayor Spoon called for the vote recorded as follows:

Councilor Jackson, aye; Councilor Barnett, aye; Councilor Burdge, aye; Mayor Spoon, aye; Vice Mayor Wilson, aye; Councilor Riley, aye; Councilor Worrell, aye.

The motion carried 7-0-0.

11. Financial Report

Budget Officer/Deputy Finance Director Arlena Barnes provided the regular monthly Financial Reports and Sales and Use Tax updates to Council for their review and information.

This item was for informational purposes only.

12. Correspondence (A-C)

The following correspondence was provided to Council for their review and information.

A) Regular monthly bills.

B) A letter dated February 28, 2023, from Oklahoma Department of Environmental quality regarding Permit No. WL000072230100 for the construction of 1.741 linear feet of eight (8) inch PVC, 60 linear feet of six (6) inch PVC potable water line and all appurtenances to serve the Case Park Road, Tulsa County, Oklahoma, Facility No. 1020420, was attached in the addendum to be noted in the minutes of the regular City Council meeting, after which it will become a matter of permanent record as required by the Department of Environmental Quality.

- C) A letter dated February 28, 2023, from Oklahoma Department of Environmental Quality regarding Permit No. SL000072230101 for the construction of 935 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the Sanitary Sewer Extension for Case Park Road and Nine (9) Acre site, Tulsa County, Oklahoma, Permit No. S-20457, was attached in the addendum to be noted in the minutes of the regular City Council meeting, after which it will become a matter of permanent record as required by the Department of Environmental Quality.

13. City Manager’s and Council Members’ Report

The City Manager and Council Members provided updates regarding recent and upcoming events and projects, including COVID-19, events of interest, and the general operations of the City.

This item was for informational purposes only.

14. Recess City Council Meeting

Mayor Spoon called for a brief recess to consider the Municipal Authority agenda at the noted time of 6:52 p.m.

15. Reconvene City Council Meeting

Mayor Spoon reconvened the City Council meeting at the noted time of 6:55 p.m.

16. Executive Session (A-C)

A) Mayor Spoon informed Council of the consideration of retiring into Executive Session for the purpose of conferring on matters pertaining to economic development within RiverWest development; Sheffield Crossing at Sand Springs development; property located in the 200 Block of South Main Street, Sand Springs, OK; property located at 105 & 107 Morrow Road, Sand Springs, OK; a 65-acre subdivision economic development project located in the vicinity of HWY 97 and 51st Street, Sand Springs, OK; property located within the Sand Springs-Pogue Airport; and the Berryhill subdivision economic development project located in Tulsa, OK, all in accordance with 25 O.S. Section 307(C)(11); and for the purpose of conferring on matters pertaining to appraisal or acquisition of property located in the 300 Block of South Main Street, Sand Springs, OK, in accordance with O.S. Title 25, Section 307(B)(3).

A motion was made by Councilor Jackson and seconded by Councilor Worrell to retire into Executive Session for the purpose of conferring on matters pertaining to economic development within RiverWest development; Sheffield Crossing at Sand Springs development; property located in the 200 Block of South Main Street, Sand Springs, OK; property located at 105 & 107 Morrow Road, Sand Springs, OK; a 65-

acre subdivision economic development project located in the vicinity of HWY 97 and 51st Street, Sand Springs, OK; property located within the Sand Springs-Pogue Airport; and the Berryhill subdivision economic development project located in Tulsa, OK, all in accordance with 25 O.S. Section 307(C)(11); and for the purpose of conferring on matters pertaining to appraisal or acquisition of property located in the 300 Block of South Main Street, Sand Springs, OK, in accordance with O.S. Title 25, Section 307(B)(3).

Mayor Spoon called for the vote recorded as follows:

Councilor Worrell, aye; Councilor Riley, aye; Vice Mayor Wilson, aye; Mayor Spoon, aye; Councilor Burdge, aye; Councilor Barnett, aye; Councilor Jackson, aye.

The motion carried 7-0-0.

Mayor Spoon, Vice Mayor Wilson, Councilor Jackson, Councilor Barnett, Councilor Burdge, Councilor Riley, Councilor Worrell, City Manager Mike Carter, and City Attorney David Weatherford retired into Executive Session at the noted time of 6:55 p.m.

Discussion was held for the purpose of conferring on matters pertaining to economic development within RiverWest development; Sheffield Crossing at Sand Springs development; property located in the 200 Block of South Main Street, Sand Springs, OK; property located at 105 & 107 Morrow Road, Sand Springs, OK; a 65-acre subdivision economic development project located in the vicinity of HWY 97 and 51st Street, Sand Springs, OK; property located within the Sand Springs-Pogue Airport; and the Berryhill subdivision economic development project located in Tulsa, OK, all in accordance with 25 O.S. Section 307(C)(11); and for the purpose of conferring on matters pertaining to appraisal or acquisition of property located in the 300 Block of South Main Street, Sand Springs, OK, in accordance with O.S. Title 25, Section 307(B)(3).

B) Following Executive Session, Mayor Spoon reconvened the meeting at the noted time of 7:22 p.m.

C) No action was taken as a result of the Executive Session.

17. Adjournment

There being no other discussion, the meeting adjourned at the noted time of 7:22 p.m.

Janice L. Almy, City Clerk