



CITY COUNCIL MINUTES  
December 6, 2021

The City Council of the City of The Village, Oklahoma, met in Regular Session on Monday, December 6, 2021, at 7:30 p.m., at The Village City Hall located at 2304 Manchester Drive, The Village, OK 73120.

**COUNCIL PRESENT**

Sonny Wilkinson, Mayor  
Adam Graham, Vice-Mayor  
Cathy Cummings, Council Member  
Bubba Symes, Council Member

**STAFF PRESENT**

Bruce K. Stone, City Manager  
Beverly K. Whitener, City Treasurer  
Jeff Sabin, Assistant City Attorney

**ABSENT:**

Wynter Griffis, Council Member

**ITEM I: CALL TO ORDER.**

Mayor Wilkinson called the meeting to order at 7:30 p.m.

**ITEM II: INVOCATION AND PLEDGE OF ALLEGIANCE.**

Mayor Wilkinson gave the invocation and led the Council in the Pledge of Allegiance.

**ITEM III: APPROVAL OF MINUTES OF THE MEETINGS HELD ON NOVEMBER 15, 2021, AND NOVEMBER 22, 2021.**

The Mayor asked if there are any corrections, additions or deletions to the Minutes of the Regular Meeting held on November 15, 2021, or to the Minutes of the Special Meeting held on November 22, 2021. There were none. Council Member Cummings moved for the approval of the Minutes of the meetings held on November 15, 2021, and November 22, 2021, as written. Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM IV: CITIZENS DESIRING TO BE HEARD, PRESENTATIONS & PROCLAMATIONS.**

The Mayor stated this is the time for citizens to address the Council on any issue that is not on the posted Agenda.

Jason Wiggins, The Village Library Manager, appeared before the Council and gave the Council a report on activities and programs at The Village Library.



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Jane Lowther asked about the amount of the City's bonded indebtedness. Mr. Stone advised that the outstanding bonds are in the range of \$10 million.

Jane Lowther suggested a new procedure for choosing the Best Decorated homes during this holiday season, which would involve the public choosing the winners via social media. Vice-Mayor Graham stated that he would work with Ms. Lowther to organize this.

Jane Lowther asked about the authorized uses for ARPA funds. Mr. Stone advised that there are many types of programs that the money can be used for, but that the only infrastructure improvements that are eligible for funding are water, sewer, drainage, and broadband.

**ITEM V: CONSIDERATION OF APPOINTMENT OF CITY ATTORNEY AND ASSISTANT CITY ATTORNEY AND ADMINISTRATION OF THE OATH OF OFFICE.**

After a brief discussion, Council Member Cummings moved to appoint Jeff Sabin as City Attorney and Leslie Batchelor as Assistant City Attorney. Vice-Mayor Graham seconded the motion. The vote: The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

City Manager Bruce Stone administered the Oath of Office for the newly appointed City Attorney.

**ITEM VI: PUBLIC HEARING TO PROVIDE AN OPPORTUNITY FOR THE PUBLIC TO COMMENT ON A PROPOSED SPECIFIC USE PERMIT TO ALLOW A MEDICAL MARIJUANA PROCESSING FACILITY AT 2912 LAKESIDE DRIVE.**

Mayor Wilkinson stated that this is a public hearing to provide an opportunity for the public to comment on a proposed Specific Use Permit to allow a medical marijuana processing facility at 2912 Lakeside Drive.

City Manager Bruce Stone advised that he had received two phone calls from residents about the proposed facility. Mr. Stone advised that he explained to the callers that the facility would not employ any flammable or volatile processes to extract the active ingredient from cannabis but would only make "pre-rolls" (marijuana cigarettes) for wholesale distribution to dispensaries.

Mr. Stone advised that the Planning & Zoning Commission recommends that the application be approved provided that no volatile or combustible processes be allowed on the premises.

The Council asked if the applicant was present to answer questions about the proposed operation, including the possibility of noise or odors that might disturb the neighbors. The Council also had questions about security for the facility. The applicant was not present to answer questions about the proposed medical cannabis facility.



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There were no citizens present to comment on the proposed Specific Use application and the Mayor closed the public hearing.

**ITEM VII: CONSIDERATION OF RESOLUTION 12-06-2021 PERTAINING TO AN APPLICATION FOR A SPECIFIC USE PERMIT TO OPERATE A MEDICAL MARIJUANA PROCESSING FACILITY AT 2912 LAKESIDE DRIVE.**

Mayor Wilkinson tabled action on this item until the applicant can attend a meeting to answers questions from the Council about the proposed facility.

**ITEM VIII: CONSIDERATION OF ORDINANCE 762 APPROVING AND ADOPTING A MINOR AMENDMENT AND INSIGNIFICANT DEVIATION TO THE CITY OF THE VILLAGE ECONOMIC DEVELOPMENT AND COMMUNITY REVITALIZATION PROJECT PLAN APPROVED AND ADOPTED BY ORDINANCE NO. 623; AMENDING THE BUDGET OF ESTIMATED PROJECT COSTS TO TRANSFER UNEXPENDED LAND ACQUISITION AND DEVELOPMENT FINANCING ASSISTANCE COSTS TO PUBLIC INFRASTRUCTURE AND FACILITIES IMPROVEMENTS; DETERMINING THAT SUCH AMENDMENT IS NOT A SIGNIFICANT MODIFICATION AND QUALIFIES AS A MINOR AMENDMENT; AND DECLARING AN EMERGENCY.**

City Attorney Jeff Sabin explained that this Ordinance is needed to make minor amendments to the TIF #1 Project Plan adopted by the Council in 2006. Mr. Sabin advised that the Ordinance would officially amend the budget to correspond with the TIF #1 Project Plan adopted by the Council on October 4, 2021.

After a brief discussion, Vice-Mayor Graham moved to adopt Ordinance 762. Council Member Symes seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

Council Member Symes moved to adopt the Emergency Clause. Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM IX: CONSIDERATION OF RESOLUTION 12-06-2021 (B) APPROVING HOLIDAY BONUSES FOR CITY EMPLOYEES.**

After a brief discussion, Council Member Cummings moved to adopt Resolution 12-06-2021 (B) approving a \$200 net bonus for City employees. Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM X: CONSIDERATION OF RESOLUTION 12-06-2021 (C) AUTHORIZING THE CITY MANAGER TO AWARD THE BID FOR SIDEWALK PROJECT 4 TO EMC SERVICES, INC., AND TO EXECUTE CONTRACT DOCUMENTS.**

City Manager Bruce Stone advised the Council that the low bid for Sidewalk Project #4 was submitted by EMC Services in the amount of \$267,911.90. Mr. Stone told the Council that this company has never worked for The Village but that the company has been given



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complimentary reviews by the City of Oklahoma City, the City of Norman, and the City of Enid, which are cities where the company has done similar work. Mr. Stone further advised that Sidewalk Project 4 is the last “listed” bond project to complete and that the cost of this expanded project would slightly run over the amount of bond funds remaining. Mr. Stone advised that the difference would be made up using dedicated Capital Improvement Sales Tax funds.

After a brief discussion, Council Member Cummings moved to approve Resolution 12-06-2021 (C) authorizing the city manager to award the bid for Sidewalk Project 4 to EMC Services, Inc. and to execute contract documents. Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM XI: CONSIDERATION OF RESOLUTION 12-06-2021 (D) AUTHORIZING THE CITY MANAGER TO SOLICIT COMPETITIVE BIDS FOR THE RESURFACING AND REHABILITATION OF PORTIONS OF BRIGHTON, ANDOVER, CARLISLE, AND ESSEX COURT.**

City Manager Bruce Stone advised that these street improvement projects were approved by the City Council and are in the FY 2021-22 Capital Improvement Fund budget. Mr. Stone advised that these streets are all located south of Britton Road and are among the worst streets in the city.

After a brief discussion, Vice-Mayor Graham moved to approve Resolution 12-06-2021 (D) authorizing the city manager to solicit competitive bids for the resurfacing and rehabilitation of portions of Brighton, Andover, Carlisle, and Essex Court. Council Member Cummings seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM XII: CONSIDERATION OF RESOLUTION 12-06-2021 (E), A RESOLUTION OF THE CITY OF THE VILLAGE, OKLAHOMA (THE “CITY”) AUTHORIZING THE VILLAGE PUBLIC WORKS AUTHORITY (THE “AUTHORITY”) TO ASSIST THE CITY IN CARRYING OUT AND ADMINISTERING THE CITY OF THE VILLAGE ECONOMIC DEVELOPMENT AND REVITALIZATION PROJECT PLAN ADOPTED BY THE CITY; APPROVING THE INCURRENCE OF INDEBTEDNESS BY THE AUTHORITY ISSUING ITS TAX INCREMENT REVENUE NOTE, SERIES 2021 (THE “NOTE”); PROVIDING THAT THE ORGANIZATIONAL DOCUMENT CREATING THE AUTHORITY IS SUBJECT TO THE PROVISIONS OF THE INDENTURE AUTHORIZING THE ISSUANCE OF SAID NOTE; WAIVING COMPETITIVE BIDDING WITH RESPECT TO THE SALE OF SAID NOTE AND APPROVING THE PROCEEDINGS OF THE AUTHORITY PERTAINING TO THE SALE OF SAID NOTE; APPROVING AND AUTHORIZING EXECUTION OF A SECURITY AGREEMENT BY AND BETWEEN THE CITY AND THE AUTHORITY PERTAINING TO THE PLEDGE OF CERTAIN AD VALOREM INCREMENT REVENUES; APPROVING AND AUTHORIZING EXECUTION OF A SALES TAX AGREEMENT BY AND BETWEEN THE CITY AND THE AUTHORITY PERTAINING TO A PLEDGE OF CERTAIN SALES TAX REVENUE; ESTABLISHING**



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**THE CITY'S REASONABLE EXPECTATION WITH RESPECT TO THE ISSUANCE OF TAX-EXEMPT OBLIGATIONS BY OR ON BEHALF OF SAID CITY IN CALENDAR YEAR 2021, AND DESIGNATING THE NOTE AS A QUALIFIED TAX-EXEMPT OBLIGATION; AND CONTAINING OTHER PROVISIONS RELATING THERETO.**

Financial Advisor, Ben Oglesby, appeared before the Council to report on the bids for the sale of TIF Bonds, which will finance projects pursuant to the approved TIF #1 Project Plan. Mr. Oglesby told the Council that five (5) bids were received. Mr. Oglesby stated that J.P. Chase Morgan submitted a bid of 1.60% but that the note would not be callable. Mr. Oglesby told the Council that the next lowest bid submitted by F & M Bank for 1.61% is a better bid because the note can be paid off early at the City's discretion.

The Council briefly discussed the collateral required by the issuance of the note, which includes pledging ½ penny of general revenue sales tax. Mr. Oglesby advised that the pledged sales tax funds are not expected to be needed to make note payments are necessary to be able to secure the loan and to obtain a favorable interest rate.

After a brief discussion, Mayor Wilkinson moved to approve Resolution 12-06-2021 (E). Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM XIII: CONSIDERATION OF RESOLUTION 12-06-2021 (F), A RESOLUTION AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN THE CITY OF THE VILLAGE, OKLAHOMA, ON TUESDAY, FEBRUARY 8, 2022, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED VOTERS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE REGISTERED BONDS OF SAID CITY IN THE SUM OF NINE MILLION NINE HUNDRED THOUSAND DOLLARS (\$9,900,000) TO BE ISSUED IN ONE OR MORE SERIES, TO PROVIDE FUNDS FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTING, IMPROVING, REHABILITATING, RESURFACING, AND REPAIRING STREETS, INCLUDING SIDEWALKS, LIGHTING, STREET ENHANCEMENT IMPROVEMENTS, DRAINAGE IMPROVEMENTS, AND SIGNALIZATION, TO BE COMPLETED WITH OR WITHOUT THE USE OF OTHER FUNDS, AND LEVY AND COLLECT AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY SUFFICIENT TO PAY THE INTEREST ON SAID BONDS AS IT FALLS DUE, AND ALSO TO CONSTITUTE A SINKING FUND FOR THE PAYMENT OF THE PRINCIPAL THEREOF WHEN DUE; AND SUBMITTING TO THE REGISTERED, QUALIFIED VOTERS OF SAID CITY THE QUESTION OF THE ISSUANCE OF THE REGISTERED BONDS OF SAID CITY IN THE SUM OF THREE MILLION THREE HUNDRED THOUSAND DOLLARS (\$3,300,000) TO BE ISSUED IN ONE OR MORE SERIES, TO PROVIDE FUNDS**



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**FOR THE PURPOSE OF CONSTRUCTING, REPAIRING, IMPROVING, RENOVATING, ACQUIRING AND EQUIPPING PARKS AND RECREATIONAL FACILITIES, TO BE OWNED EXCLUSIVELY BY SAID CITY, TO BE COMPLETED WITH OR WITHOUT THE USE OF OTHER FUNDS, AND LEVY AND COLLECT AN ANNUAL TAX, IN ADDITION TO ALL OTHER TAXES, UPON ALL THE TAXABLE PROPERTY IN SAID CITY SUFFICIENT TO PAY THE INTEREST ON SAID BONDS AS IT FALLS DUE, AND ALSO TO CONSTITUTE A SINKING FUND FOR THE PAYMENT OF THE PRINCIPAL THEREOF WHEN DUE; AND PROVIDING FOR ELECTION PROCEDURES; AND PROVIDING FOR SEVERABILITY.**

Bond Counsel, Nate Ellis appeared before the Council to explain the details of the proposed bond election for February 8, 2022. Mr. Ellis explained the statutory requirements to list the use of at least 70% of bond proceeds. Mr. Ellis advised that the list of street and sidewalk projects on the proposed Election Proclamation needs corrections to reflect the proper (platted) street names. Mr. Ellis advised that the Election Proclamation would contain two (2) propositions for the voters. Mr. Ellis stated that Proposition 1 would be for streets, sidewalks, drainage, and other street related improvements in the amount of \$9,900,000. Mr. Ellis told the Council that Proposition 2 would be in the amount of \$3,300,000 for various park improvements.

Ben Oglesby told the Council that, if approved, the ad valorem millage levy would go up about 7 mills to bring the City's levy on par with Oklahoma City's rate. Mr. Oglesby advised that the rate would fall below the OKC levy after two or three years.

After a brief discussion, Mayor Wilkinson moved to approve Resolution 12-06-2021 (F), with the amendments proposed by Bond Counsel. Council Member Cummings seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM XIV: CONSIDER AND TAKE ACTION WITH RESPECT TO AN AGREEMENT FOR BOND COUNSEL SERVICES WITH THE PUBLIC FINANCE LAW GROUP PLLC PERTAINING TO THE PROPOSED AUTHORIZATION AND ISSUANCE OF GENERAL OBLIGATION BONDS.**

Bond Counsel Nate Ellis explained the agreement for bond counsel services. Mr. Ellis advised that the cost for services related to the proposed bond issue would be 1% for the first \$4 million in bonds and ¾% for the remaining amount of the authorized bonds.

After a brief discussion, Council Member Symes moved to approve the agreement for bond counsel services with the Public Finance Law Group. Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.



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**ITEM XV: CONSIDER AND TAKE ACTION WITH RESPECT TO AN AGREEMENT FOR PROFESSIONAL SERVICES WITH LAUD STUDIO FOR ARCHITECTURAL, ENGINEERING AND CONSTRUCTION MANAGEMENT SERVICES RELATING TO THE APPROVED TIF #1 PROJECT PLAN.**

Brent Wall with LAUD Studio appeared before the Council. Mr. Wall thanked Leslie Batchelor for introducing the firm to The Village. Mr. Wall told the Council that this is big contract and that at least two (2) staff members would be assigned to this project for about six (6) months. Mr. Wall advised that construction observation is an extremely important part of the services to be provided and would require the employment of additional staff members.

Mayor Wilkinson thanked the firm for all of the outstanding work they have done for The Village over the last four (4) years. Mayor Wilkinson moved to approve the agreement for professional services with LAUD Studio. Vice-Mayor Graham seconded the motion. The vote: Yea – Symes, Graham, Cummings, and Wilkinson. Nay – none.

**ITEM XVI. REPORTS, CORRESPONDENCE, ETC.**

- a) ***Review of Expenditures.*** *The Council reviewed the Expenditure Reports.*
- b) ***Manager's Report.***

*City Manager Bruce Stone reported that OG&E has scheduled tree trimming in The Village in 2023. Mr. Stone advised that he asked if the company could do the trimming sooner.*

*Mr. Stone reported that, in response to a question that came up at the last City Council meeting, the Coulter Carwash PUD does not provide specific regulations for dimming or turning off signs in the evening.*

*The city manager reported that SAC Services met with City staff on site (Oxford-Britton Drainage Project) recently and that the company is working to locate water, gas, and fiber optic lines. Mr. Stone told the Council that it is the contractor's responsibility to coordinate with the utility companies to move lines that are in the way of construction.*

*Mr. Stone reported that the excavation on the south side of Britton near the intersection of May is for making a water tap for Scooter's Coffeehouse.*

*The city manager gave a brief report on the status of the various sidewalk projects that are under construction.*



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*Mr. Stone reported that ARPA funds have been deposited in the City's bank account and that \$835,202 was received. Mr. Stone advised that he would like to begin engineering for the upgrade of the sewage outfall line running down Village Drive and through Hawthorn.*

*Mr. Stone advised that Jenco is still working to complete the installation of lighting at the tennis courts. Jessica Lerner advised that the shipment of LED lights was delayed, which in turn, has delayed the completion of the project.*

*Mr. Stone reminded the Council of the employee Christmas Party, which is scheduled for Tuesday, December 14<sup>th</sup> at 6:30 p.m.*

**c) Reports from Council.**

*Council Member Symes asked about the status of the dispute with Crossland Heavy Construction. Mr. Stone advised that Crossland just submitted their engineering report and that the company took far too long to produce the report. Mr. Stone told the Council that Crossland's report does not accept any responsibility for the substandard work, which is not surprising.*

*Council Member Symes commented on Coulter Carwash and Scooter's and noted that both developments are good for The Village.*

*Council Member Symes asked if the detailed sales tax reports could be done. Mr. Stone advised that he would do the reports as soon as possible but that other projects such as redistricting will have to be completed before he has time to catch up on the reports.*

*Vice-Mayor Graham briefed the Council on his recent trip to Washington, D.C. to attend a conference and thanked the Council for allowing him to attend and represent The Village.*

*Council Member Cummings told the Council that Reid Clifton has complained to her on more than one occasion about his company (Landscape Enterprises) losing the mowing contract with the City and how terrible a job the city's new contractor is doing. Mr. Stone advised that the City's new contractor is doing the work for half the cost (savings of over \$20,000 a year) and that the City is satisfied with the work the new contractor is doing.*

*Council Member Cummings thanked the city manager for getting a section of new sidewalk on Lakeside Drive replaced.*





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*Jeff Sabin thanked the Council for the vote of confidence by naming him City Attorney.*

*Mayor Wilkinson commented on the \$8.7 million TIF Project and the proposed \$13.3 million bond issue. The Mayor stated that these improvements would be transformative, and that he is excited to see The Village move forward in such a positive way.*

**ITEM XVII: NEW BUSINESS.**

There was no new business to come before the Council.

**ITEM XVIII: ADJOURNMENT**

There was no further business to come before the Council and the Mayor adjourned the meeting 9:20 p.m.

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Mayor Wilkinson

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Vice-Mayor Graham

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Council Member Cummings

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Council Member Symes

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City Clerk

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Council Member Griffis