



CITY COUNCIL MINUTES
October 3, 2022

The City Council of the City of The Village, Oklahoma, met in regular session at City Hall on Monday, October 3, 2022, at 6:30 p.m., at 2304 Manchester Drive.

COUNCIL PRESENT

Sonny Wilkinson, Mayor
Wynter Griffis, Vice-Mayor
Bubba Symes, Council Member
Sean Cummings, Council Member
David Glover, Council Member

STAFF PRESENT

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

ITEM I: CALL TO ORDER.

Mayor Wilkinson called the meeting to order at 6:30 p.m.

ITEM II. INVOCATION & PLEDGE OF ALLEGIANCE.

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

ITEM III: APPROVAL OF THE MINUTES OF THE MEETING HELD ON SEPTEMBER 19, 2022.

The mayor asked if there were any corrections, additions, or deletions to the Minutes of the meeting held on September 19, 2022. There were none and the Minutes were approved as written.

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

Jane Lowther had the following questions/statements:

- *Thanked Public Works for the new sign on Meeker.*
- *Reminded the Council of the Chili Cook-Off in Duffner Park on October 15.*
- *Stated that volunteers are needed for the Fall Festival on October 29th.*
- *Asked how much wristbands (tickets) are for the festival this year. Beverly Whitener advised that they are \$10 and are good for unlimited play on inflatables.*
- *Asked if working the festival could be used as credit for community service to pay traffic tickets. Beverly Whitener advised that there are already a few community service workers approved by the Judge but that it requires a background check to qualify.*



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- *Asked when Trick or Treat would be scheduled. Mr. Stone advised that Trick or Treat would be on the traditional day, October 31st. Mr. Stone added that there are no ordinances that establish an official day or time for Trick or Treat in The Village.*
- *Stated that she had heard several complaints about the firework display at Casady School. The city manager advised that this was a 10-minute show for homecoming and the school's 75th anniversary. Mr. Stone further stated that the information about the firework display was posted on Facebook well before the event.*

ITEM V: CONSIDERATION OF RESOLUTION 10-03-2022 (A) AUTHORIZING THE CITY MANAGER TO ENGAGE BWR DESIGN GROUP TO PROVIDE CIVIL ENGINEERING FOR SERIES 2022 G.O. BOND STREET, SIDEWALK, AND DRAINAGE PROJECTS.

City Manager Bruce Stone explained to the Council that City Engineer Bryan Coon was asked to consider several engineering firms to perform engineering services for Series 2022 G.O. Bond Improvements.

The city engineer told the Council that he interviewed three (3) qualified engineering firms and, based on the company's ability to do the required work in a timely manner, he recommends that the City engage BWR Design Group. Mr. Coon also advised that the cost of all of the engineering services would be approximately \$155,000. Mr. Coon advised that this fee could be as much as \$400,000 for the same services by other firms.

City Manager Bruce Stone told the Council that he noted that the proposed agreement with BWR Design Group does not provide the amount of insurance coverage the City would like to have. Mr. Stone told the Council that the firm is willing to negotiate the terms of the agreement including the Indemnity provisions. The city manager told the Council that Resolution 10-03-2022 (A) would authorize him to execute the contract with BWR Design Group, subject to approval of the Indemnity provisions by the city attorney.

The city manager advised that it will be necessary to meet with BWR Design Group and review the listed projects shown on the map in their proposal.

Mayor Wilkinson asked about updating maps of the City. The city engineer advised that the basic map goes back to work done by Phillips & Stong Engineering (1950s) and that some updates have been made over the years. The mayor stated that it would probably be beneficial for the City to update the map. The city manager advised that the Council should consider appropriating funds in the future for a complete map update.

Council Member Glover and Vice-Mayor Griffis had several questions about the sidewalks, including the side of the street would they be on, width, and the distance the sidewalks would be from the curb. The city engineer advised that those questions are usually



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addressed when the sidewalk is designed. The city manager advised that the city's subdivision regulations provide for sidewalks to be on the north or east side of the street, at least two (2) feet back from the curb, and five (5) feet wide. Mr. Stone advised that obstructions such as utilities and trees sometimes result in the sidewalk being placed on the opposite side of the street. Mr. Stone added that circumstances sometimes call for the sidewalk to switch from one side of the street to the other (crisscross) or to abut the curb without any setback. Mr. Stone advised that when the sidewalk abuts the curb, the sidewalk must be six (6) feet wide in order to meet ADA standards.

After a brief discussion, Vice-Mayor Griffis moved to approve Resolution 10-03-2022 (A) authorizing the city manager to engage BWR Design Group to perform engineering services for Series 2022 G.O. Bond Projects. Council Member Cummings seconded the motion. The vote: Yea – Symes, Cummings, Griffis, Wilkinson, and Glover. Nay – none.

ITEM VI: CONSIDERATION OF RESOLUTION 10-03-2022 (B) AMENDING THE FY 2022-23 GENERAL FUND BUDGET.

City Manager Bruce Stone told the Council that Chief of Police Russ Landon is asking for the Council to appropriate additional revenues received by the City in the amount of \$12,600 for training and equipment to provide for the acquisition of "less lethal" weapons. Mr. Stone stated that these types of weapons help to deescalate tense situations and provide safer options for the police to act when necessary. Mr. Stone told the Council that weapons that are requested are more accurate and can be deployed effectively at a greater distance, which enhances the safety of the officers and the suspects on which they must be used.

Mr. Stone reviewed the proposed changes to the budget which were detailed in Exhibit A of the proposed resolution. Mr. Stone told the Council that General Fund revenues and expenditures would be amended as follows:

- *Fines & Forfeitures is increased by \$2,000 to account for additional asset seizure funds remitted to the City by the District Attorney's office.*
- *Miscellaneous Revenue is increased by \$10,600 to account for the proceeds from the sale of firearms that were held in the custody of the police department.*
- *The Police Department budget is increased by \$12,600 for a total of \$3,687,986.*
- *\$12,600 is added to the budget line item "Seized Assets", which increases this Police Department line-item from \$3,000 to \$15,600.*

Mr. Stone advised that a complete breakdown of how the Police Department proposes to use the additional funds is included in the memorandum submitted by the Chief of Police.



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After a brief discussion, Council Member Symes moved to approve Resolution 10-03-2022 (B) amending the FY 2022-23 General Fund Budget. Council Member Cummings seconded the motion. The vote: Yea – Symes, Cummings, Griffis, Wilkinson, and Glover. Nay – none.

ITEM VII: DISCUSSION AND POSSIBLE ACTION REGARDING CITY MANAGER RECRUITMENT PROFILE, RECRUITMENT PROCESS AND SCHEDULING.

City Attorney Jeff Sabin reviewed the Recruitment Profile, Recruitment Process, and proposed schedule for interviewing candidates for the position of City Manager. The city attorney asked if the Council had any additional suggestions or input.

After a brief discussion, Mayor Wilkinson moved to approve the Recruitment Profile and Recruitment Process and to authorize the city attorney to advertise the information as soon as possible. Vice-Mayor Griffis seconded the motion. The vote: Yea – Symes, Cummings, Griffis, Wilkinson, and Glover. Nay – none.

Jane Lowther asked if the city manager is required to live in The Village. The city attorney advised that the city charter requires the city manager to establish residency within a reasonable time. Mr. Stone told Ms. Lowther that when he came to The Village in 1985, he lived with the fireman at the fire station for several weeks until he could find a place to rent.

ITEM VIII: REPORTS, CORRESPONDENCE, ETC.

a) **Review of Expenditures:** *The Council reviewed the expenditure reports. The city manager explained several of the items on the expenditure list.*

b) **Manager's Report:**

The city manager reported that Sidewalk Project 6 has almost reached Downing is getting near completion.

Mr. Stone reported that the pedestrian crossing at Stratford & Britton is under construction, but completion has been delayed slightly due to equipment problems and the delivery of the electronic controller cabinet.

The city manager told the Council that the sidewalk trip hazard project is still moving forward and that the Street Department has made approximately eighteen spot repairs on sections of sidewalk that cannot be repaired by concrete cutting.

Mr. Stone reported that the revised cost of the Meeker Channelization and Repair Project is \$133,356.20 and will include the installation of 1,400 square yards of



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Fleximat and the replacement of six (6) concrete channel liner panels in Hawthorn.

The city manager reported that Wynn Construction (TIF# 1 Project, Phase I) has been given the Notice of Award and is working to complete contract documents and the submission of the required bonds and insurance.

Mr. Stone told the Council that the new storm siren on Greystone south of Churchill Way should be operational soon. Mr. Stone advised that the location of the siren is being moved about 75 feet north of its current location due to a large tree that has grown up around the existing pole. Mr. Stone told the Council that the siren is solar-powered, and the concern is that the tree will interfere with the solar panel.

The city manager reported that Brent Giles has submitted his resignation from the Planning & Zoning Commission due to his work schedule and children's sport activities.

Mr. Stone reported that annual Dry Weather monitoring is scheduled to start on October 6th. Mr. Stone advised that Terracon is doing the sampling and analysis for possible pollutants at a cost of \$3,900. Mr. Stone told the Council that 17 locations on the City's MS4 (Municipal Storm Sewer System) are monitored annually.

The city manager gave the Council a report on the results of the Inflow & Infiltration Study recently completed by Cowan Engineering. Mr. Stone told the Council that the study confirms that manhole overflows on Village Drive/Hawthorn are due to systemic deficiencies, which have no quick, easy, or cheap fix. Mr. Stone advised that the study identifies Basin 6 (south of Britton Road and west of Village Drive) as the area where system improvements are likely to have the most benefit in reducing the inflow and infiltration of stormwater into the sewerage system. Mr. Stone advised that sewer lines in this area were built in 1949 before they were annexed by the Town of The Village. Mr. Stone reported that the estimated cost to replace all of the lines is approximately \$4 million and this would not guarantee that manhole overflows will be eliminated because ground water is getting into the system from the other basins as well. Mr. Stone gave the Council the following proposed options:

- Video all the lines in Basin 6 and identify the lines that need repair the most. This will enable engineers to formulate a plan which would focus on replacing the worst lines for the most "bang for the buck." It is unlikely that all of the lines in Basin 6 will need to be replaced. The replacement of lines would be done in phases and take up to ten (10) years to complete.*
- Make improvement to the main outfall line from approximately Carlton Way to Finley Drive. This would involve eliminating turns and bottle necks on the line. The rest of the existing line would remain as is.*



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- *Install a parallel outfall line on the west side of the channel on Village Drive from Carlton Way to Vineyard Boulevard. This would take some of the load coming from the west and take it parallel to the existing line along Village Drive. The goal of this would be to eliminate manhole overflows on Village Drive/Hawthorn.*

c) Reports from Council

Council Member Cummings talked about the Chili Cook-Off and suggested that the City provide bales of hay for the event that can be reused for the Fall Festival.

Council Member Symes told the Council that he would like to resurrect the Business of the Month program.

Council Member Symes stated that he would like to attend the pre-work meeting with Wynn Construction when it is arranged.

Vice-Mayor Griffis reported that the Vault is open in Casady Square and that there is live entertainment Thursday, Friday, and Saturday nights.

Vice-Mayor Griffis gave a report on the OML conference and mentioned several grant programs that the City should take a look at.

Vice-Mayor Griffis stated that the new sidewalk on Stratford Drive "looks amazing." Mayor Griffis asked where the Britton Road pedestrian crossing would be located. The city manager advised that the exact location of the crossing has not been determined but that it would be at least one house west of Stratford Drive (i.e., at least 50 feet west of the intersection).

Vice-Mayor Griffis told the Council she would be representing The Village at the National League of Cities conference in Kansas City, November 16th to November 19th. The vice-mayor stated that it would be nice if another member of the Council could attend as well.

Vice-Mayor Griffis reported that there is a county-wide burn ban in effect for Oklahoma County.

The Council briefly discussed an update to the webpage. Mr. Stone advised that \$7,000 was approved in the budget to give the current website in WordPress a facelift. Mr. Stone stated that a completely new webpage would certainly cost much more money and would be a project more suitable for his successor to take on.



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Council Member Glover reminded the Council that the 2020 census indicates a sizeable senior population living alone in The Village (75% higher than the state average). Council Member Glover suggested that the Council should review zoning ordinances pertaining to the use of accessory buildings in the A-1 Single Family zoning district for such things as granny flats, playhouses, guest houses and other similar specialized dwelling units.

City Attorney Jeff Sabin mentioned the need to post city manager recruitment information on the city website. The city manager advised that he could place a digitized version on the city website and/or in Dropbox.

Mayor Wilkinson extended his congratulations to the Fire Department for their win over the Police Department in the recent Battle of the Badges softball game.

Mayor Wilkinson gave a report on the recent ACOG meeting including testing of the new 911 system, progress towards establishing a rapid transit rail system for central Oklahoma, and the retreat for members of the ACOG Board of Directors.

The mayor encouraged citizens to turn on their porch lights at night and to paint their house numbers on the curb in front of their homes.

ITEM IX: ADJOURNMENT

There being no further business, the mayor adjourned the meeting at 8:15 p.m.



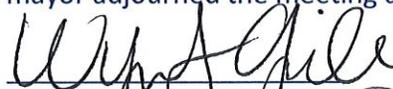
Mayor Wilkinson



Council Member Symes



City Clerk



Vice-Mayor Wynter Griffis



Council Member Cummings



Council Member Glover