



CITY COUNCIL MINUTES  
December 5, 2022

The City Council of the City of The Village, Oklahoma, met in regular session at City Hall on Monday, December 5, 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

**STAFF PRESENT**

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

**ABSENT:**

David Glover, Council Member

**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 MINUTES OF THE MEETINGS HELD ON NOVEMBER 7, 2022.**

The mayor asked if there were any corrections, additions, or deletions to the Minutes of the meeting held on November 21, 2022. Vice-Mayor Griffis moved to approve the Minutes of the meeting held on November 21, 2022, as written. Council Member Cummings seconded the motion. The vote: Yea – Symes, Cummings, Griffis, and Wilkinson. Nay – none.

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

Abigail Stout, The Village Library Manager, appeared before the Council and gave the Council a report on library activities and upcoming programs.

Jane Lowther made the following comments:

*She liked the sign for the temporary library entrance on Penn.*

*Advised that she was asked to help Council Member Glover pick the best decorated home in Ward 3 and announced that 1909 Meeker is her recommendation.*



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*Mentioned social media chatter about a public tree lighting ceremony for the holidays. The Council briefly discussed possibilities for the future.*

*Gave an update on the SALT meeting held earlier in the day.*

**ITEM V: PUBLIC HEARING TO PROVIDE AN OPPORTUNITY FOR THE PUBLIC TO COMMENT ON THE ADOPTION OF THE 2022 CITY CODE, WHICH INCLUDES: ADOPTION OF THE INTERNATIONAL RESIDENTIAL CODE, 2018 EDITION; INTERNATIONAL BUILDING CODE, 2018 EDITION; INTERNATIONAL EXISTING BUILDING CODE, 2018 EDITION; INTERNATIONAL MECHANICAL CODE, 2018 EDITION; INTERNATIONAL PLUMBING CODE, 2018 EDITION; INTERNATIONAL FIRE CODE, 2018 EDITION; INTERNATIONAL FUEL GAS CODE, 2018 EDITION; INTERNATIONAL PROPERTY MAINTENANCE CODE, 2018 EDITION; NATIONAL ELECTRIC CODE, 2017 EDITION; AMENDMENT OF CHAPTER 6 PERTAINING TO BUILDING CODES AND REGULATIONS; AMENDMENT OF CHAPTER 20 PERTAINING TO SIGNS; AMENDMENT TO CHAPTER 24 PERTAINING TO ZONING AND DEVELOPMENT, AND AMENDMENT TO CHAPTER 25 PERTAINING TO SUBDIVISION REGULATIONS.**

Mayor Wilkinson stated that this is a Public Hearing and read the agenda item aloud.

City Manager Bruce Stone explained that Ordinance 768 codifies and publishes all the of the penal ordinances adopted by the Council since December 2020.

Mr. Stone reviewed the adopted ordinances included in the 2022 City Code and other proposed changes to the City Code, as follows:

- ORDINANCE 758, PENALTY ASSESSMENT, 05-17-2021, amending Chapter 14, Section 14-27, Subsection (H) updating the amount of Penalty Assessments, as provided by state law.
- ORDINANCE 759, SHORT TERM RENTALS – BED & BREAKFASTS, 07-19-2021, amending Chapter 11, Article XXIII; Chapter 24, Section 24-1, Section 24-154 authorizing Short Term Rentals (Airbnbs) and providing regulations. City Attorney Jeff Sabin reviewed and explained additional amendments pertaining to Short Term Rentals including, updating the definition of Home Sharing and Accessory Structures; authorizing Accessory Dwellings; providing for Home Sharing Principal Use and adding additional area restrictions for these uses. Chapter 24, Section 24-155 (8) (e)(f).
- ORDINANCE 760, ACCESSORY STRUCTURES – TRELLISES, 08-02-2021. Chapter 24, Section 24-1, Section 24-155, paragraph (3), subparagraph (e), restricting the placement of trellises in the side yard of corner lots in the A-1 Single Family Zoning District.



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- ORDINANCE 761, TATTOO PARLORS & ART GALLERIES, 07-19-2021. Chapter 24, Section 24-188, paragraph A), authorizing tattoo parlors and art galleries in the C-2 Commercial Zoning District.
- ORDINANCE 762, AMENDING TIF# 1 BUDGET,12-06-2021. This is not a penal ordinance and is not included in the 2022 City Code.
- ORDINANCE 763, REAPPORTIONING WARD BOUNDARIES, 12-20-2021. Chapter 2, Section 2-1, amending the ward boundaries to reflect population changes as indicated by the 2020 Census and adopting an official Ward Boundary Map.
- ORDINANCE 764, PAVING OF COMMERCIAL PARKING LOTS,02-21-2022. Chapter 13, Section 13-228, Subsection 1, requiring commercial parking lots to be paved.
- ORDINANCE 765, CLOSING A PORTION OF WEST UTICA DRIVE, 04-18-2022. This is not a penal ordinance and is not included in the 2022 City Code.
- ORDINANCE 766, AUTHORIZING ISSUANCE OF BONDED INDEBTEDNESS, 02-08-2022. This is not a penal ordinance and is not included in the 2022 City Code.
- ORDINANCE 767, TEMPORARY PARKING/OCCUPANCY OF RVs, TRAILERS, AND MOTOR HOMES, 06-06-2022. Chapter 13, Section 13-222, Subsection (B) (2), amending temporary parking provisions to allow certain RVs, motor homes, travel trailers to park in the front driveway of a residence during reconstruction of a destroyed home and not to exceed a period of nine (9) months.
- Chapter 6, Section 16, and Section 17 adopting the 2018 International Residential Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 6, Section 21, and Section 22 adopting the 2018 International Building Code with Amendments. to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 6, Section 23, and Section 24 adopting the 2018 International Existing Building Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 6, Section 21, and Section 22 adopting the 2018 International Building Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.



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- Chapter 6, Section 6-76, and Section 6-77 adopting the 2017 National Electric Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 6, Section 6-101, and Section 6-102 adopting the 2018 International Mechanical Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 6, Section 6-131, and Section 6-132 adopting the 2018 International Plumbing Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 6, Section 6-133, and Section 6-134 adopting the 2018 International Fuel and Gas Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 10, Section 10-1 adopting the 2018 International Fire Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 12, Sections 200 ,201, 202, 203, 205 and 206 are amended to change the legal age for tobacco/vape use, purchase, sale, etc., from 18 years of age to 21 years of age, as provided by state law.
- Chapter 13, Section 13-8 is amended to provide language pertaining to texting and driving, which mirrors the state law and existing provisions in Section 13-372.
- Chapter 13, Section 214 (c) amending this section to read as follows: *“No person shall park any motor vehicle on a residential driveway in such a way as to block or impede access to a pedestrian pathway which crosses the driveway between the hours of 7:00 a.m. and 7 p.m.”.*
- Chapter 13, Section 13-220 (c) amending this section to read as follows: *“It shall be unlawful for any person to block in any way, or to allow to remain blocked in any way, a sidewalk that is adjacent to the person’s residence or residential lot, except as provided by Section 13-214, Subsection (c) of this Chapter”.*
- Chapter 13, Section 13-222, Subsection (b) (2) amending this section to read as follows: *“When a residential dwelling has been destroyed or damaged, or is under extensive renovation, rendering it unsuitable for human habitation, a travel trailer, motor home or recreational vehicle may be parked, stored, or occupied in the driveway of the home while the home is being rebuilt, or repaired or renovated, provided that reconstruction, repair or renovation is done with due diligence, and upon receipt of a permit from the City. In addition, said travel trailer, motor home or recreational vehicle may exceed the size*



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*limitations for width, height and length provided herein by no more than ten (10%) percent, not including hitches, bumpers, bike racks, and other similar attachments to the vehicle”.*

- Chapter 15, Section 15-25 (22) adding a new subsection that adds to the list of enumerated nuisances to include Blight; Dilapidated Building or structure; Structure Unfit for human occupancy; Unsecured building, and Weed.
- Chapter 15, Section 15-101, and Section 102 adopting the 2018 International Property Maintenance Code with Amendments to conform with requirements of the Oklahoma Uniform Building Code Commission.
- Chapter 18, Section 100 (B). This section is amended to adopt the response time standards promulgated by EMSA and eliminating response time standards for Priority 3 or Priority 4 calls.

City Attorney Jeff Sabin reviewed and explained the following amendments to Chapter 20.

- Chapter 20, Section 20-10, and Section 20-21, amending regulations pertaining to rigid signs in areas in use for single family residential and adding a new table with footnotes.
- Chapter 22, Section 22-23 (a) (6). This section pertaining to sales tax is amended to read as follows: *“Service of furnishing rooms by hotels, apartment hotels, short-term rentals (Airbnbs), public rooming houses and public lodging houses and tourist camps.”*
- Chapter 22, Section 22-23 (g) is added to read as follows: *“The sales tax rate provided in Section 22-23 (a) herein shall be increased by an additional amount equal to one half percent (1/2%)”.* (Ord. No. 732, §4, 11-06-2017).
- Chapter 24-24 (g) is amended to clarify that Planning Commission & Council Zoning Review is not required if application for a building permit for a new building in a PUD that was approved within two (2) years of the building permit application, as provided in Chapter 6, Section 6-163.
- Chapter 24-96 (5) is amended to strike unneeded language pertaining to the abolishment of the C-3 Zoning District.
- Chapter 24, Section 24-97 is amended by adding an official Zoning Land Use Map.



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- Chapter 24-154 (A) (1) is amended to correspond with the definition of Single Family in Chapter 24, Section 24-1.
- Chapter 25, Section 25-30. Out of date typical construction sections and construction details are eliminated and OKC standards are adopted in their place. The section is amended to read as follows: *“The City of Oklahoma City standard construction specifications and details shall be utilized for all public improvements (streets, sidewalks, drainage, sewer, water) except as otherwise approved or amended by the City Engineer.”*

There were no questions, concerns, or input from the public regarding the proposed adoption of the 2022 City Code and the Mayor closed the Public Hearing.

**ITEM VI: CONSIDERATION OF ORDINANCE 768 ADOPTING AND ENACTING A NEW CODE OF THE CITY OF THE VILLAGE, OKLAHOMA PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN PROVIDING A PENALTY FOR THE VIOLATION THEREOF PROVIDING FOR THE MANNER OF AMENDING SUCH CODE AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.**

After a brief discussion, Mayor Wilkinson moved to strike proposed amendments to Chapter 13, Section 13-222, Subsection (b) (2), *(but not the language adopted by Ordinance 767)* and to adopt Ordinance 768, as amended. Vice-Mayor Griffis seconded the motion. The vote: The vote: Yea – Symes, Cummings, Griffis, and Wilkinson. Nay – none.

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

**ITEM VII: CONSIDERATION OF RESOLUTION 12-05-2022 (A) PURSUANT TO TITLE 11, SECTION 14-110 REQUIRING THAT THE CITY COUNCIL ADOPT A RESOLUTION NOTIFYING THE PUBLIC OF THE PUBLICATION OF THE CITY’S PENAL ORDINANCES.**

The city manager advised that state law requires the adoption of this resolution. Mr. Stone further advised that the resolution provides for a copy of the 2022 City Code to be deposited at the Oklahoma County Law Library and establishes prices for printed copies of the code, three ring binders, as well as digital (CD, DVD) versions of the code. Mr. Stone told the Council that the code is available online in PDF format at no cost and that printed, CD or DVD versions of the code are rarely, if ever, requested by the public.



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After a brief discussion, Mayor Wilkinson moved to adopt Resolution 12-05-2022 (A). Council Member Cummings seconded the motion. The vote: The vote: Yea – Symes, Cummings, Griffis, and Wilkinson. Nay – none.

**ITEM VIII: CONSIDERATION OF RESOLUTION 12-05-2022 (B) APPROVING HOLIDAY BONUSES FOR FULL TIME CITY EMPLOYEES.**

After a brief discussion, Mayor Wilkinson moved to adopt Resolution 12-05-2022 (B) providing a net \$250 bonus for all full-time and permanent part-time employees. Vice-Mayor Griffis seconded the motion. The vote: The vote: Yea – Symes, Cummings, Griffis, and Wilkinson. Nay – none.

The city manager thanked the Council for their generosity and stated that all City employees will be greatly appreciative.

**ITEM IX: 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:** *City Manager Bruce Stone reported as follows:*

***Hawthorn Channel Repair:*** *C-P Integrated Services (CPI) has completed the replacement of the concrete channel liner panels in Hawthorn. Mr. Stone also advised that the company has also completed all curb repairs on Chesterton.*

***TIF Project:*** *OG&E will not be able to remove six streetlights on Vineyard Boulevard until mid-January and in order to avoid delay in the project a third party has been hired to remove the lights. This will allow the contractor can move forward with new curb and gutter and road construction without undue delay. The need to expedite construction is underscored by the traffic problems that persist on Vineyard. Making Vineyard two-way is not advisable because the remaining lanes are narrow and two-way traffic would be dangerous. There is no functioning signal light at Vineyard and Penn for eastbound motorists and a four-way stop at Vineyard and Penn would be required to make two-way traffic function safely.*

***Meadowbrook Oil.*** *Johnson & Associates and other consulting engineers for the TIF #1 Project have completed the review of concerns expressed by Meadowbrook Oil about access to their production facilities near the Civic Plaza. A meeting with representatives of Meadowbrook Oil and the engineers is pending. The purpose of the meeting is to discuss the concerns and determine appropriate solutions.*



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***Pedestrian Crossing on Britton Road.*** OG&E has yet to provide service to the new pedestrian crossing signal on Britton. The work is scheduled and confirmed to be in progress.

***Drainage Inlet at Stratford & Britton.*** The stormwater steel grate was removed by vandals from the drainage inlet at Stratford and Britton and was dragged or carried to the west and deposited in the yard of a home on Britton Road west of Oxford Way. Police Patrol discovered the vandalism before an accident occurred. The Street Department has welded the grate in place to prevent another similar incident.

***Park Improvements Phase III.*** The pre-bid meeting for the Parks Phase III Project was held on November 30th. Nine (9) general contractors and subcontractors were present at the mandatory meeting. Bids will be opened on December 15th at 2:00 p.m.

***TIF #1 Project.*** The City Council reviewed the Field Report for November.

***Budget Request from Chief Landon.*** Funds were placed in the FY 2022-23 Budget to provide an additional 5% pay increase for telecommunications employees and to add an additional telecommunicator position. Implementation of this was delayed at management's direction until mid-year to ensure that city finances were favorable. Mr. Stone advised that financial conditions remain sound year-to-date, and he does not see any reason for further delay. Mr. Stone told the Council that if the additional pay increase is granted as requested, the Pay Plan will need to be formally amended by the Council. The Council did not object to Chief Landon's request to proceed with hiring an additional employee and increasing pay for telecommunicators by 5%.

### **c) Reports from Council**

Vice-Mayor Griffis reminded the Council to choose the best decorated home in their respective ward. It was noted that Council Member Glover is out of town and that Jane Lowther would select the winner in Ward 3 on his behalf.

Dorothy Henson asked the Council if a person had to live in The Village to serve on the City Council and if they were aware that one of the members on the Council apparently does not live in The Village. Mayor Wilkinson advised that the member of the Council she is referring to owns several homes in The Village and assured Ms. Henson that he meets the necessary residency requirements to serve on the City Council.





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*Vice-Mayor Griffis asked about developing a new website. The city manager advised that funds were approved this year to modify the existing website (i.e., give the site a facelift using the same platform) but that he felt it would be best for this to be handled by the incoming city manager. Mr. Stone also noted that the amount approved in the budget would not be sufficient to pay for a completely new webpage.*

*City Attorney Jeff Sabin gave the Council an update on interview schedules and other related matters pertaining to the recruitment of a new city manager.*

*Carol Jensen commended Donna Rice Johnson for adopting an animal from The Village Animal Shelter.*

*Council Member Cummings told the Council that he has filed a Declaration of Candidacy for Oklahoma County Clerk. Council Member Cummings advised that there are five candidates vying for the job and that the primary election would be on February 14<sup>th</sup>.*

*Mayor Wilkinson told the Council that he appreciated the Christmas card from The Village Police Department.*

**ITEM X: ADJOURNMENT**

There being no further business, the mayor adjourned the meeting at 8:00 p.m.

Mayor Wilkinson

Vice-Mayor Wynter Griffis

Council Member Symes

City Clerk

Council Member Cummings

Council Member Glover