City of Bristow

**Bristow**

*The Woodland Queen*  AGENDA OF A

*EST. 1898* PUBLIC MEETING

**BRISTOW CITY COUNCIL MEETING**

**BRISTOW CITY HALL**

**110 WEST 7TH, BRISTOW, OKLAHOMA 74010**

**7:00 P.M., JANUARY 3, 2023 (TUESDAY)**

**Official action can only be taken on items which appear on the agenda. The City Council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the City Council may refer the matter to the Mayor or the City Attorney, or back to a committee or recommending body. Under certain circumstances, items may be deferred to a specific later date or stricken from the agenda entirely.**

1. **Call to Order.**
2. **Roll Call.**
3. **Invocation.**
4. **Pledge of Allegiance.**
5. **Approval of City Council Meeting minutes: December 21, 2022.**
6. **Consideration, discussion and possible approval of the Consent Agenda:**
   1. **Approval of Maintenance Claims in the amount of $138,230.94.**
   2. **Approval of Un-Paid Claims in the amount of $691.14.**

* 1. **Approval of Paid Claims in the amount of $9,771.85.**
  2. **Approval of Actual Payroll Claims in the amount of $85,226.97, for pay period ending December 22, 2022.**
  3. **Approval of Estimated Payroll Claims in the amount of $95,015.87, for pay period ending January 6, 2023.**

* 1. **Approval of Claim #20062 to Municipal Finance Services, Inc. in the amount of $10,000.00 for Professional Service on filing the APRA Application for the Water & Sewer System for the Northside Expansion. (paid from Capital Improvement).**

**BRISTOW CITY COUNCIL MEETING CONT.**

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* 1. **Approval of Claim #21008 to Professional Engineering Consultants, in the amount of $13,255.75 for Professional Services through November 26, 2022. (paid from Swimming pool Fund 2021A).**

**Mayor**

1. **Consideration, discussion, and possible action to appoint Scott Peters whose term will expire in July 2024, to the Airport Board. Mayor**
2. **Consideration, discussion, and possible action to approve a Resolution abating the property located at Lot Five (5), Block Eight (8), in the Original Town, City of Bristow, Creek County, State of Oklahoma for Weeds, Grass, Trash and Debris. Commonly known as 209 W. 12th Ave. (Nona Wright Or Betty Jo Cobbs). Mayor**
3. **Consideration, discussion, and possible action to approve a Resolution abating the property locates at Lot Five (5), Block Eight (8), in the Original Town, City of Bristow, Creek County, State of Oklahoma, for Dilapidated Buildings. Commonly known as 209 W. 12th Ave. (Nona Wright Or Betty Jo Cobbs). Mayor**
4. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $5,174.00 on the property located at the East Sixty-Eight feet (68’) of lots One (1), Two (2), & Three (3), Block Nineteen (19), in the Johnson Addition, City of Bristow, Creek County, State of Oklahoma, for the removal of Dilapidated Buildings. Commonly known as 100 E. Washington. (Christopher Jade Craig Geringer). Mayor**
5. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $2,341.24 on the property located at Lot Seven (7), Block Eight (8), in the Johnson Addition, City of Bristow, Creek County, State of Oklahoma. for the removal of Dilapidated Buildings Commonly known as 206 E. Jackson. (Diane L. Schumacher). Mayor**
6. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $8,597.28 on the property located at the North Ten Feet (10’) of Lots Twelve (12) & Thirteen (13), Block Seven (7), in the Gibbs Addition, City of Bristow, Creek County, State of Oklahoma. for the removal of Dilapidated Buildings Commonly known as 915 S. Poplar. (Helen Marie Terry).**

**Mayor**

**BRISTOW CITY COUNCIL MEETING CONT.**

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1. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $5,144.56 on the property located at the North One Hundred Feet (N/100’) in Lot One (1) & North One Hundred Feet (N/100’) & East Twenty Feet (E/20’) in Lot Two (2), Block Eighty-Six (86), in the Original Town of Bristow, City of Bristow, Creek County, State of Oklahoma. for the removal of Dilapidated Buildings Commonly known as 226 E. 4th Ave. (Joseph &Lorie Shrewsbury). Mayor**
2. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $3,838.83 on the property located at Lots Forty-Four (44) & Forty-Five (45), Block One (1), in the Mount Addition, City of Bristow, Creek County, State of Oklahoma. for the removal of Dilapidated Buildings Commonly known as 909 S. Oak. (Jolen L. & Stacie R. Boyd). Mayor**
3. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $5,634.38 on the property located at the South Seventy-Four Feet (S/74’) & the East Five Feet (E/5’) of Lot Twenty-Two (22) & the South Seventy-Four Feet (S/74’) of Lots Twenty-Three (23) & Twenty-Four (24), Block Ninety-Six (96), in the Original Town of Bristow, City of Bristow, Creek County, State of Oklahoma. for the removal of Dilapidated Buildings Commonly known as 418 W. Walnut. (Matt & Amanda Henshaw). Mayor**
4. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $585.40 on the property located at the North Sixty-Six Feet (N/66’) & East Five Feet (E/5’) of Lot Twenty-Two (22) & the North Sixty-Six Feet (N/66’) of Lots Twenty-Three (23) & Twenty-Four (24), Block Ninety-Six (96), in the Original Town, City of Bristow, Creek County, State of Oklahoma, for the removal of Weeds, Grass Trash & Debris. Commonly known as 416 S. Walnut. (Michael L. & Dorothy S. Johnson). Mayor**
5. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $1,081.63 on the property located at the North Seventy Feet (N/70’) of Lots Twenty-Three (23) & Twenty-Four (24), Block Ninety-Eight (98), in the Original Town, City of Bristow, Creek County, State of Oklahoma for the removal of Weeds, Grass Trash & Debris. Commonly known as 414 S. Elm St. (Janice Scott & Larry Harjo). Mayor**

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1. **Consideration, discussion, and possible action adopting a Resolution Determining the Cost set forth in Exhibit “A” in the amount of $585.40 on the property located at the East Ninety Feet (E/90’) & South Twenty-Four Feet (S/24’) of Lot Two (2) & the East Ninety (E/90’) & North Thirty-One Feet (N/31’) of Lot Three (3), Block Two (2), in the Gibbs Addition, City of Bristow, Creek County, State of Oklahoma, for the removal of Weeds, Grass, Trash & Debris. Commonly known as 606 S. Poplar St. (Angela Kay Ogg). Mayor**
2. **Consideration, discussion, and possible approval to apply for grants for the library from the Oklahoma Department of Libraries, including approval of necessary resolutions and execution by the Mayor. Librarian**
3. **Consideration, discussion and possible action regarding appointment of committees for the City Council, including, but not limited to utilities (water, sanitary sewer, sanitation), streets, technology, zoning, code enforcement, abatement, budgeting and finance, operations and logistics. Mayor**
4. **Explanation and discussion of the election scheduled for January 10, 2023, to amend Section 3-2 of the Bristow City Charter to clarify the duties of the Mayor and address contradictory portions of the Charter approved by the voters on April 5, 2022.**

**City Attorney**

1. **Consideration, discussion, and possible approval of a RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISTOW, OKLAHOMA, AND MAYORAL PROCLAMATION CALLING FOR A SPECIAL ELECTION IN THE CITY OF BRISTOW ON APRIL 4, 2023, FOR THE PURPOSE OF SUBMITTING A QUESTION TO THE REGISTERED VOTERS REGARDING LEVY AND ASSESSMENT OF AN OCCUPANCY TAX OF EIGHT PERCENT (8%) UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL OCCUPANCY; ESTABLISHING THE PURPOSE OF THE FUNDING; AND PROVIDING FOR THE CONDUCT OF THE ELECTION BY THE CREEK COUNTY ELECTION BOARD. Mayor**

**The Council will consider this Resolution and may make revisions/amendments to the Resolution or percentage of the proposed Occupancy Tax, setting out the purpose of the Occupancy Tax, and other revisions/amendments as may be reasonable and proper, including the title of the Tax and the proposed date of the election.**

**BRISTOW CITY COUNCIL MEETING CONT.**

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1. **Consideration, discussion, and possible adoption of AN ORDINANCE AMENDING CHAPTER 12, FINANCE AND TAXATION, ARTICLE V OF THE BRISTOW CODE OF ORDINANCES, LEVYING AND ASSESSING AN EXCISE TAX OF EIGHT (8%) ON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM RENTS RECEIVED FROM THE OCCUPANCY OF HOTEL ROOMS ALL IN ADDITION TO OTHER TAXES, TO TAKE EFFECT ON AUGUST 1, 2023; ESTABLISHING A TITLE AND PURPOSE; PROVIDING DEFINITIONS, INCLUDING HOTEL, OCCUPANCY, OPERATOR, RENT AND TRANSIENT; ESTABLISHING EXEMPTIONS; SETTING FORTH OPERATOR’S DUTIES AND RESPONSIBILITIES, INCLUDING COLLECTING THE TAX; REQUIRING REGISTRATION; PROVIDING FOR FILING OF RETURNS; PROVIDING FOR PAYMENT OF THE TAX; ESTABLISHING CRITERIA FOR BONDS; ESTABLISHING PENALTIES AND INTEREST; PROVIDING FOR DELINQUENT TAXES; ESTABLISHING AN APPEALS PROCESS; REQUIRING RECORDS TO BE KEPT; PROVIDING FOR REFUNDS; PROVIDING FOR ACTIONS TO COLLECT THE TAX; AND ESTABLISHING PENALTIES; PROVIDING FOR APPROVAL BY A MAJORITY OF VOTERS VOTING IN THE ELECTION HELD FOR SUCH PURPOSES AS REQUIRED BY LAW; PROVIDING FOR PUBLICATION; AND MAKING PROVISIONS SEVERABLE.**

**The Council will consider this Ordinance and may make revisions/amendments to the Ordinance or percentage of the proposed Occupancy Tax, setting out the purpose of the Occupancy Tax, and other revisions/amendments as may be reasonable and proper, including the title of the Tax and the proposed date of the election.**

1. **PROPOSED EXECUTIVE SESSION: Consideration and possible action to enter into Executive Session for confidential communications and discussions with legal counsel and other staff members as requested and required to discuss the following:**
   1. **The possible employment of Cody Crank as Police Officer as authorized by 25 O.S. §307(B)(1).**
   2. **The employment of the Police Chief, the Deputy Police Chief, the Municipal Judge, and the Interim City Clerk, including the employment on these positions and the appointment of the City Clerk, and compensation as authorized by 25 O.S. §307(B)(1).**
2. **PROPOSED ACTION FOLLOWING EXECUTIVE SESSION:**

**Consideration, discussion, and possible reasonable action, including the following:**

* 1. **The possible employment of Cody Crank as Police Officer at a rate of $15.55 per hour as authorized by 25 O.S. §307(B)(1), with a hire date of December 19, 2022, with a one (1) year probation.**

* 1. **The employment of the Police Chief, the Deputy Police Chief, the Municipal Judge, and the Interim City Clerk, including the employment on these positions and the appointment of the City Clerk, and compensation as authorized by 25 O.S. §307(B)(1).**

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1. **City Attorney’s Report**
2. **Comments from Mayor and Council.**
3. **Adjourn.**

**DATE POSTED: DECEMBER 30, 2022**

**TIME POSTED: 2:00 P.M.**

**POSTED BY: SABRINA MOUNCE**