

Guymon Meeting Minutes

01/08/2015 - Regular Meeting of the Guymon City Council Amended Agenda -
219 NW 4th Street - 6:00 PM

The City Council of the City of Guymon, Texas County, State of Oklahoma, City of Guymon, Oklahoma, met in Regular Session on the 8th day of January 2015.

Present: Kim Peterson, Mayor; Larry Swager, Vice Mayor; William King, Council Member; Sergio Alvidrez, Council Member; Sally Hawkins, City Treasurer; David K. Petty, City Attorney; Kimberly Meek, City Manager; Lavoana Martinez, City Clerk; Elaine Campbell, Treasury Clerk; Ivan Clark, Public Works Director; Michael Babb, Chief of Police; Dean McFadden, Fire Chief; Miranda Gilbert, Community Development Specialist

Others: Emmanuel DeHerrera, PTCI; Jessica Crawford, Guymon Daily Herald; Chet Krone, Don Boyd, Chad Smith, Greg Sievers, EMR; Mark Brisbois, Brannyn McDougal, Gray Planning Services; Danny Riggan, EMR; Mark Donnarumma, Enel Green Power North America

1. Call To Order

The meeting was called to order at 6:00 PM.

2. Approval of Consent Agenda

Motion was made to approve the consent agenda.

Moved By: Vice Mayor Swager

Seconded By: Council Member Alvidrez

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

2.1 Approve the Minutes of the December 23, 2014 Special Meeting

2.2 Approve the Purchase Orders for the Current Month

| | |
|------------------------------|-----------------------------|
| General Fund | \$ 196,996.09 |
| E-911 Fund Cash | 444.04 |
| Golf Course Fund Cash | 9,843.11 |
| Pool/Recreation | 211.24 |
| Guymon Development Fund | 275.76 |
| Hotel Motel Tax Fund | 5,172.50 |
| Sales Tax General CIF Fund | 183,229.96 |
| Sales Tax GUA CIF Fund | 60,168.16 |
| Guymon Airport Authority | 3,635.07 |
| Total Purchase Orders | <u>\$ 459,975.93</u> |

3. Public Comments and Announcements

Fire Chief Dean McFadden stated a company was in need of EMS services on their work site where 100 wind turbines would be constructed. City Attorney David K. Petty provided a contract for Council Members to review. Greg Sievers, Assistant Project Manager for Renewable Energy Systems, stated it was mandatory to have a safety officer on site anytime there was construction on site. This project would bring around 100 wind turbines south of Goodwell, OK. Permanent job growth would be created by this project. City Manager Kimberly Meek stated the Oklahoma Living Electrical Cooperation magazine named Sunset Hills Golf Course the Best Golf Course and Pioneer Days was voted Best Festival.

4. Discussion on Parking Ordinance

Mayor Kim Peterson stated he researched parking ordinances in cities comparative in size to Guymon and they read almost verbatim but he would like to make any provisions that would benefit everyone and the City in the future. City Attorney David K. Petty stated the ordinance was based off Oklahoma State Statute.

Vice Mayor Larry Swager stated he wanted an advisory committee to speak to the community to find out what wording they would be comfortable with. Peterson stated Council meetings were the only time they could legally discuss this item.

Vice Mayor Larry Swager stated the City would not intentionally try to inconvenience the people in the community. This item would be discussed at length and proper revisions would be made according to what was best for the City of Guymon as a whole.

Council Member Sergio Alvidrez stated he wanted to look at the width of the

streets because several of the streets in question were narrow which caused residents to park illegally.

5. Presentation of Comprehensive Plan by Brannyn McDougal with Gray Planning Services

Brannyn McDougal, with Gray Planning Services, stated she was happy to present a draft of the Comprehensive Plan. McDougal stated there were three important processes in determining the best comprehensive plan for Guymon; community assessments, planned development and implementation strategies are key to fully understanding what a community wants. With more community involvement, the comprehensive plan would become more adherent. McDougal stated this was a living document that needed to . "In 15 years, Guymon will be one unified community that is a place of opportunity for all" was the motto the technical advisory meeting, comprised of City staff.

6. Public Hearing on Annexation Petition of SemGroup Energy Partners LLC n/k/a BKEP Crude LLC for Annexation of Property Adjacent and Contiguous to the City of Guymon

There were no comments.

7. Discussion and Possible Action on Ordinance No 791 An Ordinance Annexing to the City of Guymon, Oklahoma, Certain Real Estate Adjacent to and Contiguous to the Limits of Said City; Providing for Severability; Repealing all Ordinances in Conflict; and Declaring an Emergency

Motion was made to approve Ordinance No 791, an Ordinance annexing to the City of Guymon, OK, certain real estate adjacent to and contiguous to the limits of said city.

Moved By: Council Member Van Meter

Seconded By: Vice Mayor Swager

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

Motion was made to declare this item an emergency.

Moved By: Council Member King

Seconded By: Council Member Van Meter

| | Aye | Nay | Absent |
|--|-----|-----|--------|
|--|-----|-----|--------|

| | |
|-----------------|---|
| Kim Peterson | X |
| William King | X |
| John Van Meter | X |
| Sergio Alvidrez | X |
| Larry Swager | X |

8. Discussion and Possible Action on Resolution 15-01 A Resolution Directing Apportionment of the Increments Generated in the Current Fiscal Year and Directing Disbursement of the Apportioned Funds for the Current Fiscal year from Tax Increment District No One, City of Guymon

City Manager Kimberly Meek stated this was an annual item allowing the City to allocate that money.

Motion was made to approve Resolution Directing Apportionment of the increments generated in the current fiscal year and directing disbursement of the apportioned funds for the current fiscal year.

Moved By: Council Member King

Seconded By: Council Member Alvidrez

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

9. Discussion and Possible Action on Resolution 15-02 A Resolution to Give Notice of Intent to Amend Section 1-201 of the Guymon Code of Ordinances Establishing Ward Boundaries

City Manager Kimberly Meek stated when the City annexed the land north of Walmart, the ward size increased greatly. This item would be the first step in establishing the increase in size. Motion was made to approve Resolution 15-02. A Resolution to give notice of intent to amend Section 1-201 of the Guymon Code of Ordinances Establishing Ward Boundaries.

Moved By: Council Member Alvidrez

Seconded By: Vice Mayor Swager

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |

Larry Swager X

10. Discussion and Possible Action on Approval of Agreement for Consultant Professional Services Between Jividen and Company LLC and the City of Guymon for Services in Connection With the Reconstruct North Terminal Apron Project

Public Works Director Ivan Clark stated this project would begin in 2016. Jividen worked hand in hand with Garver, who handled the City's Airport projects before, so they would both need to be approved.

Motion was made to approve agreement for Consultant Professional Services between Jividen and Company LLC and the City of Guymon for services to reconstruct the north terminal apron project.

Moved By: Council Member Van Meter

Seconded By: Vice Mayor Swager

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

11. Discussion and Possible Action on Approval of Agreement for Consultant Professional Services Between Envirotech Engineering & Consulting Inc and the City of Guymon for Services in Connection With the Reconstruct North Terminal Apron Project

Motion was made to approve agreement for consultant professional services between Envirotech Engineering & Consulting Inc and the City of Guymon for services in connection with the reconstruction of north apron project.

Moved By: Vice Mayor Swager

Seconded By: Council Member King

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

12. Discussion and Possible Action on Approval of Real Estate Purchase Agreement Between Bank of the Panhandle, the City of Guymon and Richard E and Suzanne Bryan

City Attorney David K. Petty explained the history of this property to Council Members. Petty stated the Old Chrysler building had been deemed dilapidated by City Council. The City then removed the structure and put a lien on the property for cost of removal, which was \$80,000. The building had a mortgage with a remainder of about \$40,000. The sale of the building would give the City 66% of the sale price and the Bank of the Panhandle would receive 34%. The building was appraised at \$55,000. The remainder owed on the building would go toward the mortgage. Motion was made to approve real estate purchase agreement between Bank of the Panhandle, the City of Guymon and Richard E and Suzanne Bryan.

Moved By: Council Member King

Seconded By: Council Member Van Meter

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

13. Discussion and Possible Action on Approval of Revised One Year Lease Between the Independent School District #8 and the City of Guymon

City Manager Kimberly Meek stated this was the lease Council Member William King requested the wording be changed since it stated the children attending this school must be handicapped.

City Attorney David K. Petty made those changes. Motion was made to approve the revised one year lease between the Independent School District #8 and the City of Guymon.

Moved By: Council Member King

Seconded By: Council Member Alvidrez

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

14. Discussion and Possible Action on Approving Appendix B, General Planning Scope of Work, for Gray Planning Services, LLC Contract.

City Manager Kimberly Meek stated Guymon was not a traditional City since it was so far away from any other place. Meek stated she worked with

Brannyn McDougal throughout the Comprehensive Planning process and McDougal's knowledge of land use would serve well as Community Development Director on a contractual basis since the City was currently without one. McDougal would also take on a lot of the roles Building Inspector Bryon Bennett did.

McDougal would provide staff reports and training to the Planning and Zoning Commission, review all applications for plats, permits, site plans, variance requests, rezoning, etc. The contract would be renewed annually upon Council approval.

Council Members were in agreement they needed more time to review the contract. Motion was made to table this item.

Moved By: Council Member King

Seconded By: Vice Mayor Swager

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

15. Discussion and Possible Action on Approval of Standard Form of Agreement Between Hornbeek Blatt Architects PC and the City of Guymon

Motion was made to accept the approval of standard form of agreement between Hornbeek Blatt Architects PC and the City of Guymon.

Moved By: Vice Mayor Swager

Seconded By: Council Member Van Meter

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

16. New Business

There was none.

17. Adjourn

There being no further business, the meeting was adjourned at 7:10 PM.

Guymon Meeting Minutes

01/08/2015 - Regular Meeting of the Guymon Utilities Authority - 219 NW 4th Street - 6:00 PM

The Trustees of the Guymon Utilities Authority of Guymon, Texas County, State of Oklahoma, City of Guymon, Oklahoma, met in Regular Session on the 8th day of January 2015.

Present: Kim Peterson, Chairman; Larry Swager, Vice Chairman; William King, Trustee; John Van Meter, Trustee; Sergio Alvidrez, Trustee; David K. Petty, City Attorney; Sally Hawkins, City Treasurer; Kimberly Meek, City Manager; Lavoana Martinez, Secretary; Elaine Campbell, Treasury Clerk; Ivan Clark, Public Works Director; Michael Babb, Chief of Police; Dean McFadden, Fire Chief; Miranda Gilbert, Community Development Specialist

Others: Emmanuel DeHerrera, PTCI; Jessica Crawford, Guymon Daily Herald; Chet Krone, Don Boyd, Chad Smith, Greg Sievers, EMR; Mark Brisbois, Brannyn McDougal, Gray Planning Services; Danny Riggan, EMR; Mark Donnarumma, Enel Green Power North America

1. Call to Order

The meeting was called to order at 6:00 PM.

2. Approval of Consent Agenda

Motion was made to approve the consent agenda.

Moved By: Vice Chairman Swager

Seconded By: Trustee Alvidrez

| | Aye | Nay | Absent |
|-----------------|-----|-----|--------|
| Kim Peterson | X | | |
| William King | X | | |
| John Van Meter | X | | |
| Sergio Alvidrez | X | | |
| Larry Swager | X | | |

2.1 Approve the Minutes of the December 23, 2014 Special Meeting

2.2 Approve the Purchase Orders for the Current Month

Guymon Utilities Authority

\$ 342,704.14

3. Public Comments and Announcements

City Manager Kimberly Meek stated Trustee Sergio Alvidrez requested some information about the Waste Water Treatment facility. Meek stated the City entered into a contract with Severn Trent, a managerial company. Since that time, there had been no violations to the Oklahoma Water Resource Board. The current operator of the plant would work on a fee structure in order to charge industrial users that were exceeding limitation levels of what could be discharged and those fees would be charged accordingly.

4. New Business

There was none.

5. Adjournment

There being no further business, the meeting was adjourned at 7:12 PM.