

## Minutes

THE CITY OF TUTTLE COUNCIL MEMBERS MET IN REGULAR SESSION ON **MARCH 11, 2019 at 7:00 P.M.** IN THE TUTTLE CITY HALL LOCATED AT 221 W. MAIN STREET.

MEMBERS PRESENT: SCOTT DICKSON, TODD LITTLETON, AUSTIN HUGHES, MARY SMITH AND AARON MCLEROY

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, WENDY MARBLE, DON CLUCK, BRUCE ANTHONY, AARON SLATTERY, TIM EDWARDS, LAURIE KOELSCH, KARA BLEVINS, BIANCA VALENCIA AND SEAN FAIRBAIRN

OTHERS PRESENT: MARK HODGES, RANDY BURRIS, TERESA FIELDER, TOMMY FIELDER, DON BALL, ANDREA ANDERSON, TRAVIS BROUSSARD, CHARLES GRAVITT, MASON BONILLA, ALICE KILGORE, RALPH KILGORE, DAVID WYATT, LESLIE WALKER AND OTHERS THAT DID NOT SIGN IN

**CALL TO ORDER Mayor McLeroy called the meeting to order at 7:01 p.m.**

**ROLL CALL Marble called the roll and declared a quorum present**

**PLEDGE OF ALLEGIANCE McLeroy led the pledge of allegiance**

**INVOCATION Littleton gave the invocation**

1. INTRODUCTION OF GUESTS / HEARING OF CITIZENS OR DELEGATES

(This is an opportunity for citizens to address the City Council. If you wish to speak at this evening's meeting, please fill out a "Request to Speak" form. The forms are available from the City Clerk's table or at the entrance door. Please turn in your form prior to the start of the meeting. City Council rules and regulations limit visitor comments to a maximum of three minutes should be directed to the City Council as a whole. The Oklahoma Open Meeting Act prohibits the City Council from taking official action on requests made during this portion of the agenda unless otherwise noted on this agenda.)

**Mayor McLeroy instructed those that want to speak will have the opportunity when the item comes up on the agenda.**

2. PRESENTATIONS, PROCLAMATIONS AND RECOGNITION

a. Recognition of Teresa Buck for 2 years of service on the Planning Commission

**Marble stated Buck is not able to attend because she has moved out of state. The plaque was presented to her last week.**

b. Recognition of Officer Preston Cox for receiving DUI Enforcement award

**Chief Cluck presented recognition of Officer Cox for his DUI arrests**

c. Recognition of Wendy Marble for completing 120 hours for the Certified Municipal Clerk designation as recognized by Municipal Clerks, Treasurers and Finance Officials Association of Oklahoma and the International Institute of Municipal Clerks

**Young presented recognition of Marble for receiving the Certified Municipal Clerk designation. He and the council thanked her for her work.**

d.\*\* Presentation of Oklahoma Emergency Management Week Proclamation

**McLeroy acknowledged EM week proclamation**

e.\*\* Recognition of Emergency Management Volunteers

**Anthony recognized volunteers, Mike Fay, Chris Turner, Jessie Turner and Larry Johns. Fay praised the volunteers for their commitment to Emergency operations.**

3. Discussion and questions regarding items on the consent docket

**None**

4. CONSENT DOCKET

(This item is placed on the agenda so that the City Council, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Councilmembers, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for City Council meeting February 11, 2019
- b. APPROVAL minutes for City Council Workshop meeting February 11, 2019
- c. ACKNOWLEDGMENT receipt of payroll and claims for February 2019
- d. APPROVAL and RATIFICATION all action taken by the Tuttle Public Works Authority for February 2019
- e. APPROVAL and RATIFICATION all action taken by the Tuttle Development Authority for February 2019
- f. APPROVAL purchase of 2019 Dodge Charger for the Police Department
- g. APPROVAL mutual aid agreement with Mustang Fire Department
- h. APPROVAL purchase of two cardiac monitors for Fire Department
- i. APPROVAL of **Resolution 2019-02** approving State of Oklahoma Department of Transportation Speed Zone Modification on Mustang Road (SH-4)
- j. APPROVAL surplus Ford F550 truck and truck bed from Streets Department
- k. APPROVAL purchase of (4) Scag zero turn mowers for (1) Streets, (1) Cemetery and (2) Parks Department
- l. ACCEPTANCE of resignation from Teresa Buck for Position 5 on the Planning Commission with a term ending June 30, 2021
- m. APPROVAL of **Resolution 2019-03** authorizing the distribution of Escrow Account funds from Oklahoma Municipal Assurance Group Worker's Compensation plan year 2015-2016
- n. APPROVAL **Budget Amendment 2018-028** regarding EMS Collections moved from the General Fund
- o. APPROVAL **Budget Amendment 2018-029** regarding REAP grant awarded in 2018

**Motion was made by Littleton, seconded by Dickson to approve Consent Docket Items a,b,c,d,e,f,g,i,j,k,l,m,n and o, removing item h. Motion carried as follows:  
Aye: Dickson, Littleton, Smith and McLeroy  
Nay: None**

**Hughes entered the meeting at 7:09 p.m.**

5. CONSIDERATION of Items Removed from Consent Docket

**Strike**

6. COMMUNITY DEVELOPMENT

- a. DISCUSSION and related CONSIDERATION of **Ordinance 2019-06** (PC Petition 2019-08), request of Jaden Court, LLC, to rezone approximately 80 acres located in the 4300 Block of E Tyler Dr from A-1 to R-1

**Wyatt presented development information for the property owner. He stated the drainage issues will be addressed.**

**Dickson stated at a meeting earlier today the drainage problems were discussed and addressed by the engineer.**

**Motion was made by Smith, seconded by Hughes to approve Ordinance 2019-06 (PC Petition 2019-08), request of Jaden Court, LLC, to rezone approximately 80 acres located in the 4300 Block of E Tyler Dr from A-1 to R-1. Motion carried as follows:**

**Aye: Dickson, Hughes, Littleton, Smith and McLeroy**

**Nay: None**

- b. DISCUSSION and related CONSIDERATION of **Ordinance 2019-07** (PC Petition 2019-09), request of Troung Le, to rezone approximately 2.2 acres located at 5909 Aero Dr from O-1 to C-5

**Le presented his request for rezoning and discussed his business. Dickson asked if this is a retail business. Le stated no retail only organic growing for wholesale. Littleton asked if there will be any other requirements for building inspections. Young stated no other requirements unless they expand the building. Dickson asked about security. Le stated biometric locks, cameras, interior loading area for vehicles, alarms and monitoring system. Hughes asked about smell. Le stated carbon filters are used in all areas especially during the flowering stage when the smell is the greatest. He stated the carbon will filter the smell.**

**Motion was made by Smith, seconded by Dickson to approve Ordinance 2019-07 (PC Petition 2019-09), request of Troung Le, to rezone approximately 2.2 acres located at 5909 Aero Dr from O-1 to C-5. Motion carried as follows:**

**Aye: Dickson, Hughes, Littleton, Smith and McLeroy**

**Nay: None**

- c. DISCUSSION and related CONSIDERATION of **Ordinance 2019-05 PC** (PC Petition 2019-07) regarding amending the Tuttle Zoning Code updating the façade regulations for residential buildings

Young presented the Planning Commission reviewed and approved this last Monday to include homes of less than 2000 feet will be required to have brick or masonry wainscoting and any siding shall have 25 year life.

Dickson stated this is increasing the cost and not making housing affordable. This also limits craftsman style homes. Hughes agrees that craftsman is what is being built currently. Dickson stated he does not think the ordinance should be updated. McLeroy stated there is a design review for exceptions included in the ordinance. Littleton stated Jeff Hill said the custom homes they are building currently are craftsman style. Young stated the fear is that smaller homes would use cheap product on the back and sides of the home. He stated a Planned Unit Development would go around the requirement. Dickson asked why change the ordinance if there are reasons and ways to go around it. Littleton stated affordable housing is needed in Tuttle. Dickson stated the City would be limiting the style of homes built if this is approved. His solution would be no changes. Hughes asked about current requirements. Young stated no metal facades unless approved by the board. He stated the Planning Commission was focused on quality building materials.

Motion was made by Smith, seconded by Littleton to remand Ordinance 2019-05 (PC Petition 2019-07) regarding amending the Tuttle Zoning Code updating the façade regulations for residential buildings back to the Planning Commission for further review. Motion carried as follows:

Aye: Dickson, Hughes, Littleton, Smith and McLeroy

Nay: None

- d. DISCUSSION and related CONSIDERATION of **Ordinance 2019-04** (PC Petition 2019-11) regarding amending the Tuttle Zoning Code updating the home occupation regulations regarding commercial medical marijuana and industrial uses in residential areas

**Young presented processing needs to be regarded as a non-home based business.**

Motion was made by Dickson, seconded by Smith to approve Ordinance 2019-04 (PC Petition 2019-11) regarding amending the Tuttle Zoning Code updating the home occupation regulations regarding commercial medical marijuana and industrial uses in residential areas. Motion carried as follows:

Aye: Dickson, Hughes, Littleton, Smith and McLeroy

Nay: None

## 7. GENERAL GOVERNMENT

- a. DISCUSSION and related CONSIDERATION appointment to the Planning Commission, Position 5, for the remainder of the term expiring June 30, 2021

**McLeroy stated Brad Traxler was the only applicant.**

Motion was made by Littleton, seconded by Smith to appoint Brad Traxler to the Planning Commission, Position 5, for the remainder of the term expiring June 30, 2021. Motion carried as follows:

Aye: Dickson, Hughes, Littleton, Smith and McLeroy

Nay: None

**Motion was made by Littleton, seconded by Dickson to recess the City Council Meeting at 7:48 p.m. and begin Tuttle Public Works Authority meeting.**

**Motion carried as follows:**

**Aye: Dickson, Littleton, Hughes, Smith and McLeroy**

**Motion was made by Littleton, seconded by Dickson to reconvene the City Council Meeting at 7:52 p.m. with a five-minute break.**

**Motion carried as follows:**

**Aye: Dickson, Littleton, Hughes, Smith and McLeroy**

**Nay: None**

**Motion was made by Littleton, seconded by Dickson to enter executive session at 7:58 p.m.**

**Motion carried as follows:**

**Aye: Dickson, Littleton, Hughes, Smith and McLeroy**

**Nay: None**

## 8. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

- a. CONSIDERATION to conduct an EXECUTIVE SESSION regarding annual job performance review of the City Manager. Proposed Executive Session pursuant to 25 O.S. Section 307(B)(1).

1. CONSIDERATION action related to Executive Session Item 8a

**Mayor McLeroy reconvened the City Council meeting at 9:01 p.m.**

**McLeroy announced for the record that only items on the agenda were discussed in Executive Session and no action was taken in Executive Session.**

## 9. INFORMATION AND REPORTS

- a. City Manager and Department Reports

**Cluck presented new police patch with the new design.**

**Slattery presented Rock Creek addition utility installation is almost complete and then will begin running fiber to the ballpark.**

**Young stated there has been a break in at the concession stand and the water tower. Slattery stated he is working with PSO for better lighting at the water tower.**

**Young presented the bond issue work is moving forward. He stated he met with ASCOG about a proposed meeting with other city managers for road improvement with county involved in the work.**

**Young presented the sales tax report with sales tax decreasing.**

**Young stated he met with Jaden Court developer and feels confident that they will make the drainage issues better for surrounding developments. He stated the residents in Silver Ridge filled in the back channel causing the drainage to get worse. He stated the city will need the easements and fences moved to improve the drainage.**

**Dickson asked discussed three solutions to the problem that were provided in the meeting with engineer and developer. Dig the channel on the west side of Deer**

Ridge, add feeder road at well site; 5 acres of detention pond at Jaden Court , sidewalks connecting to Silver Ridge; and reshape the channel in Silver Ridge.

McLeroy asked that the city propose a resolution next month and notify all residents along the channel by letter.

Young presented this Thursday at 1:30 p.m. is the High School assembly for state champions if anyone would like to attend.

Dickson asked about street signage for truck routes. Slattery stated very close to getting signage installed.

b. Councilmember Reports

Littleton stated met with Avalon and Berkley South neighborhoods regarding annexation and will meet again the last Thursday in March.

**NEW BUSINESS**

**ANNOUNCEMENTS**

1. City Council Workshop Meeting on Monday, March 25, 2019 at 6:00 p.m.
2. City Council Meeting on Monday, April 8, 2019 at 7:00 pm (workshop at 6:00 pm)

**ADJOURNMENT**

**Motion was made by Littleton, seconded by Smith to adjourn the City Council Meeting at 9:48 p.m.**

**Motion carried as follows:**

**Aye: Dickson, Littleton, Hughes, Smith and McLeroy**

**Nay: None**

Attest:

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Wendy Marble, City Clerk

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Aaron McLeroy, Mayor