

AGENDA OF A REGULAR MEETING OF THE MAYOR AND BOARD OF COMMISSIONERS OF

THE CITY OF ARDMORE, OKLAHOMA, TO BE

HELD ON 07/06/2021 AT 7:00 PM IN THE
COMMISSION CHAMBERS

NOTICE: "Official action can only be taken on items which appear on the agenda. The Commission may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any item. When more information is needed to act on an item, the Commission may refer the matter to the City Manager or the Municipal Counselor. The Commission may also refer items to standing committees of the Commission or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

1. **CALL TO ORDER**
2. **INVOCATION**
3. **PLEDGE OF ALLEGIANCE**
4. **ROLL CALL**
5. **PRESENTATIONS**
 - 5.A. **Presentation A**

Presentation of Proclamation by Mayor Glasgow to Teresa Ervin, Director of Parks and Recreation, Declaring the Month of July as Parks and Recreation Month in the City of Ardmore
6. **APPROVE AGENDA - ORDER OF BUSINESS AND CONTENTS**

7. **APPROVE MINUTES**

7.A. **City Commission Regular Minutes**

of the Meeting Held on June 21, 2021

Documents:

[MINUTES OF 06-21-21.PDF](#)

8. **EXECUTIVE SESSION**

8.A. **Executive Session A**

Consideration and Possible Vote to Enter Into Executive Session for the Purpose of Discussion Concerning the Status of Negotiations between the City and the Fraternal Order of Police, Lodge No. 108 for a New Collective Bargaining Agreement for Fiscal Year 2021-2022 as Authorized by 25 O.S. Section § 307 (B)(2)

8.B. **Executive Session B**

Come Out of Executive Session and Vote to Reconvene Into Open Meeting

9. **Agreement (1)**

Consideration of Approval or Rejection of Collective Bargaining Agreement for Fiscal Year 2021-2022 with Fraternal Order of Police, Lodge No. 108 and Authorize Mayor and City Manager to Execute the Collective Bargaining Agreement for Fiscal Year 2021-2022 with Fraternal Order of Police, Lodge No. 108 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

10. **PUBLIC HEARING**

10.A. **Public Hearing A**

Public Hearing for the Purpose of Hearing and Considering Any Objections and/or Complaints Concerning the Request of a Text Amendment of the City of Ardmore Code of Ordinances Chapter 14, Article V, Section 14-44, Entitled Condemnation; Providing Definitions; Providing Regulations and Procedures for Condemnation of Dilapidated Building and Authorizing Appointment of an Administrative Officer to Enforce the Provisions of this Chapter; Providing for Severability and Declaring an Emergency

Documents:

[PUBLIC HEARING A.PDF](#)

11. **CONSENT AGENDA**

All items listed are considered to be routine by the City Commission and will be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or a citizen so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.

11.A. **Consent A**

Consideration and Possible Action to Confirm Mayor and City Commissions Appointment to the Planning Commission to Fulfill the Unexpired Term of Marcus High to be Gustavo Ocana with Term to Expire May of 2023 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

(Submitted by Jessica Scott, Director of Community Development)

Documents:

[CONSENT A.PDF](#)

11.B. **Consent B**

Consideration and Possible Action to Confirm Mayor and City Commission Appointments to the Hardy Murphy Coliseum Trust Authority to Serve a Second Three Year Term to be Zachary Allen, and to Serve First Three Year Terms to be Ginger Allison and Brandon Naifeh with Terms to Expire in June of 2024 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

(Submitted by Kevin Boatright, City Manager)

Documents:

[CONSENT B.PDF](#)

12. **REGULAR BUSINESS**

12.A. **ORDINANCE(S)**

12.A.1. **Ordinance 1**

Consideration of Adoption or Rejection of Ordinance Number 3104 an Ordinance Amending the Code of Ordinances of the City of Ardmore, Chapter 14, Article V, Section 14-44 Entitled Condemnation; Providing Definitions; Providing Regulations and Procedures for Condemnation of Dilapidated Buildings and Authorizing Appointment of an Administrative Officer to Enforce the Provisions of this Chapter; Providing for Repealer, Saving Clause, Severability and Declaring an Emergency and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as May be Considered by the City Commission at the Meeting

(Presented by Jessica Scott, Director of Community Development)

Documents:

[ORDINANCE 1.PDF](#)

12.B. **BID(S)**

12.B.1. **Bid 1**

Consideration and Possible Action to Reject the Bid Received from Pavers, Inc. to Mill and Overlay an Asphalt Parking Lot, Including Striping at the South Softball Complex located in Ardmore Regional Park and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

(Presented by Teresa Ervin, Director of Parks and Recreation)

Documents:

[BID 1.PDF](#)

12.C. **AGREEMENT(S)**

12.C.1. **Agreement 1**

Consideration and Possible Action to Declare Ardmore Police Unit Number 13 a 1995 Ford Passenger Van as Surplus and Disposed of in Accordance with City Code and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

(Presented by Kevin Norris, Chief of Police)

Documents:

[AGREEMENT 1.PDF](#)

12.C.2. **Agreement 2**

Consideration and Possible Action for the Cancellation of the Wayfinding Sign Contract between the City of Ardmore and United Signs, LLC and to Make a Final Payment for Services Rendered to Date in the Total Amount of \$16,750.00, and to Re-Bid at a Later Date and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

(Presented by Thomas Mansur, City Engineer)

Documents:

[AGREEMENT 2.PDF](#)

13. **NEW BUSINESS**

(As defined by the Oklahoma Open Meeting Act 25 OK Statutes § 311 (A) (9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda”).

14. **ADJOURN**

**MINUTES OF A REGULAR MEETING OF THE MAYOR AND BOARD OF
COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA, HELD ON
JUNE 21, 2021 AT 7:00 PM IN THE COMMISSION CHAMBERS**

Present:	Beth Glasgow Sheryl Ellis	Mayor Vice-Mayor
	Doug Pfau John Credle, Jr. David Plesher	Commissioner Commissioner Commissioner
	Kevin Boatright Lori Linney	City Manager City Clerk

This meeting was held in compliance with the Oklahoma Open Meeting Act (OSS 25)

1. CALL TO ORDER

Mayor Glasgow called the meeting to order.

2. INVOCATION

The invocation was led by Robert Newell, Director of Information Technology.

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Pfau.

4. ROLL CALL

The City Clerk called roll. All were present.

5. PRESENTATION(S)

A. Presentation by Mark Lambert, President of Lambert Construction Company, on behalf of Associated General Contractors of Oklahoma to the City of Ardmore for Receiving 2020 "Best of the Best" for The Clubhouse Project

Presentation made by Mark Lambert, President of Lambert Construction Company, on behalf of Associated General Contractors of Oklahoma to the City of Ardmore for receiving 2020 "Best of the Best" for The Clubhouse Project.

B. Presentation of Award by Mayor Glasgow to Kevin Norris, Chief of Police, Recognizing the Ardmore Police Department for Excellence in Law Enforcement Policy Management

Presentation of Award was made by Mayor Glasgow to Police Lieutenant Randy O'Hanlon, recognizing the Ardmore Police Department for excellence in Law Enforcement Policy Management.

6. APPROVE AGENDA – ORDER OF BUSINESS AND CONTENTS

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to approve the agenda as written.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

7. APPROVE MINUTES

A. of the City Commission Regular Meeting held on June 7, 2021

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Plesher to approve the minutes of June 7, 2021 as written.

Ayes: Pfau, Credle, Plesher, Ellis
Nays: None
Abstain: Glasgow

8. EXECUTIVE SESSION

Motion was made by Commissioner Pfau and seconded by Commissioner Plesher to adjourn into Executive Session at 7:28 P.M.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

A. Consideration and Possible Vote to Enter Into Executive Session for a Discussion concerning the Status of Negotiations between the City and the Fraternal Order of Police, Lodge No. 108 for a New Collective Bargaining Agreement for Fiscal Year 2021-2022 and for a Discussion Concerning the Status of Negotiations between the City and the International Association of Firefighters, Local No. 1881 for a New Collective Bargaining Agreement for Fiscal Year 2021-2022, all as Authorized by 25 O.S. Section § 307 (B)(2)

B. Come Out of Executive Session and Vote to Reconvene Into Open Meeting

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to reconvene into Open Meeting at 7:45 P.M.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

9. REGULAR BUSINESS

AGREEMENT(S)

C. Consideration and Possible Action on Item (1) Discussed in Executive Session Concerning Negotiations with the Fraternal Order of Police, Lodge No. 108

No Action Taken and No Business Transacted

D. Consideration of Approval or Rejection of Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881 and Authorize Mayor and City Manager to Execute the Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to approve the Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881 and authorize Mayor and City Manager to execute the Collective Bargaining Agreement for Fiscal Year 2021-2022 with International Association of Firefighters, Local No. 1881.

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to reconvene into Open Meeting at 7:45 P.M.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

10. CONSENT

A. Consideration and Possible Action to Confirm Mayor and City Commissions Appointments to the Ardmore Main Street Authority to Fulfill the Unexpired Term of William Crosby to be Bryson Culwell with Term to Expire June of 2022, and to Serve First Three (3) Year Terms to be Brian Billey, Kevin Hill, Tyler Hillis, David Powell, Daniel Romo and Paul White; and to Serve a Second Three (3) Year Term to be Cindy Huggins with Terms to Expire in June of 2024 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

The Mayor and City Commissions confirmed the appointments to the Ardmore Main Street Authority to fulfill the unexpired term of William Crosby to be Bryson Culwell with term to expire June of 2022, and to serve first three (3) year terms to be Brian Billey, Kevin Hill, Tyler Hillis, David Powell, Daniel Romo and Paul White; and to serve a second three (3) year term to be Cindy Huggins with terms to expire in June of 2024.

B. Consideration of Adoption or Rejection of Resolution Number 4172, a Resolution Approving a Minor Subdivision Plat of 1 Lot on 0.68 Acres of The MCBR Ardmore Land Addition located at 905 Holiday Drive, Ardmore, Oklahoma and Consideration of Adoption or Rejection of Any Amendments to the Proposed Resolution as May be Considered by the City Commission at the Meeting

On June 17, 2021, the Planning Commission considered the application to approve the Minor Subdivision Plat of The MCBR Ardmore Land Addition. The Minor Subdivision Plat is for 1 lot on approximately 0.68 acres located at 910 Holiday Drive, Ardmore, Oklahoma.

C. Consideration of Adoption or Rejection of Resolution Number 4173 Approving a Minor Subdivision Plat of 1 Lot on 0.50 Acres of The Brentwood Addition located at 1634 Brentwood Circle, Ardmore, Oklahoma and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as May be Considered by the City Commission at the Meeting

On June 17, 2021, the Planning Commission considered the application to approve the Minor Subdivision Plat of The Brentwood Addition. The Minor Subdivision Plat is for 1 Lot on 0.50 acres located at 1634 Brentwood Circle, Ardmore, Oklahoma. The applicant requests permission to combine 2 lots into 1 lot, for one (1) single family residence.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Pfau to approve Consent Agenda Items 10.A. - 10.C.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

11. REGULAR BUSINESS

A. ORDINANCE(S)

- 1. Consideration of Adoption or Rejection of Ordinance Number 3103, an Emergency Ordinance Amending Chapter 17, Article III of the Ardmore Code of Ordinances for the Municipal Court Clerk Regarding Certain Offenses; Providing for Repealer and Severability and Declaring an Emergency and Consideration of Adoption or Rejection of Any Amendments to the Proposed Ordinance as May be Considered by the City Commission at the Meeting**

A presentation was made by Sissy Burge, City Treasurer, to the Commission. She stated that the Finance Department and the Ardmore Municipal Court staff requests consideration and action to adopt ordinance revisions. The proposed language changes would clarify the procedures and guidelines for complaint dismissals for accidents, reckless driving, drivers' license, expired tags, defective motor vehicles and driving with no insurance.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to approve Ordinance Number 3103.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

B. BID(S)

1. Consideration and Possible Action to Reject All Bids Received for the Sale of Surplus Ammunition to the Highest Bidder and Rebid with a Reserve as Recommended by the City Attorney and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the City of Ardmore recently solicited bids for the sale of surplus ammunition to the highest bidder. Bids were solicited from eleven (11) vendors with two (2) bidders responding with a total of four (4) bids. The highest bid was \$3,500.00 for 50,000 rounds of ammunition. The other three (3) bids received were \$1,500.00 for 30,000 rounds, \$400.00 for 20,000 rounds and \$650.00 for 50,000 rounds. Staff evaluated the current state contract pricing for 50,000 rounds and it is between \$11,900.00 and \$23,350.00. For this reason, staff believes it is in the City's best interest to reject all bids and rebid with a reserve as recommended by the City Attorney.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Plesher to approve to reject all bids received for the sale of surplus ammunition to the highest bidder and rebid with a reserve as recommended by the City Attorney.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

C. AGREEMENT(S)

1. Consideration and Possible Action of an Intergovernmental Service Agreement for Fiscal Year 2021/2022 between the City of Ardmore and Carter County for the Detention and Care of Persons Arrested and Taken Into Custody by the City Law Enforcement Officers in the Total Amount Per Annum of \$155,004.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the Ardmore Police Department requests approval of the Fiscal Year 2021/2022 Intergovernmental Service Agreement with Carter County for the detention and care of persons arrested and taken into custody by Ardmore Police Officers. Per this contract, the City agrees to pay the County a total base cost of \$155,004.00 per annum which shall be paid in monthly installments of \$12,917.00. This cost shall allow the City to incarcerate one hundred twenty-five (125) inmates per calendar month and one hundred seventy-five (175) days per calendar month. If the City exceeds this maximum, after averaging over a twelve (12) month time frame, the City shall be billed at a rate of \$50.00 for each additional inmate and \$50.00 for each additional day. Any amount exceeding the \$155,004.00 will be billed at the end of the fiscal year.

Motion was made by Commissioner Plesher and seconded by Vice-Mayor Ellis to approve an Intergovernmental Service Agreement for Fiscal Year 2021/2022 between the City of Ardmore and Carter County for the detention and care of persons arrested and taken into custody by the City Law Enforcement Officers in the total amount per annum of \$155,004.00.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

2. Consideration and Possible Action of Fiscal Year 2020/2021 Year-End Supplemental Budget Amendments and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Sandy Doughty, Director of Finance, to the Commission. She stated that the supplemental budget amendments to the Fiscal Year 2020/2021 budget are to bring the original approved budget into compliance. The expense budget increases are due to additional grants or expenses. Therefore, all budget increases are covered by other revenue, grants, or contingency funds.

Motion was made by Vice-Mayor Ellis and seconded by Commissioner Pfau to approve Fiscal Year 2020/2021 year-end supplemental budget amendments.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

3. Consideration and Possible Action to Declare a 2012 Toro Mower and 2015 Toro Mower of the Parks and Recreation Department as Surplus and Disposed of in Accordance with City Code and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Teresa Ervin, Director of Parks and Recreation, to the Commission. She stated that the Parks and Recreation Department requests permission to declare a 2012 Toro Mower and 2015 Toro Mower of the Parks and Recreation Department as surplus to be disposed of by sealed bid, OK Iron and Metal, auction or donation.

Motion was made by Commissioner Pfau and seconded by Commissioner Credle to approve to declare a 2012 Toro Mower and 2015 Toro Mower of the Parks and Recreation Department as surplus and disposed of in accordance with City Code.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

4. Consideration and Possible Action of Change Order Number 1 for the 2020 Major Street Project of Additional Work for the Completion of 5th Avenue NW and Striping for the Entire Project in an Increased Amount of \$24,456.89 with New Total Cost of Project in the Amount of \$774,456.89 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Thomas Mansur, City Engineer, to the Commission. He stated that the purpose of this agenda item is to request a change order to close-out the 2020 Major Street Project (Project). Bids for the Project were received June 5, 2020; the low bidder was Overland Corporation with a bid of \$1,108,160.80. Subsequent to the receipt of bids it was determined that it would be prudent to reduce the size of the project due to the unpredictable revenue situation arising from the COVID-19 epidemic. Accordingly, staff negotiated a reduction to \$750,000.00. Work proceeded based on staff's best estimates of adjusted quantities for each of the ten sites upon which work was performed. In order to remain within the target budget quantities were adjusted in the field to either add or subtract work. The additional work included in the Change Order was for completion of the work for 5th Avenue NW and striping for the entire project which had been postponed to the end of the project.

Motion was made by Commissioner Pfau and seconded by Vice-Mayor Ellis to approve Change Order Number 1 for the 2020 Major Street Project of additional work for the completion of 5th Avenue NW and striping for the entire project in an increased amount of \$24,456.89 with new total cost of project in the amount of \$774,456.89.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

5. Consideration and Possible Action of Change Order Number 1 of GCC Enterprises, Inc. for the Ardmore Downtown Executive Airport Project to Clean and Seal Joints and Cracks, Seal Coat and Re-Mark Runway 17 in the Reduced Amount of \$4,171.00 Resulting in the New Contract Amount of \$2,239,230.25 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that in September of 2020, the City of Ardmore accepted the bid of GCC Enterprises to clean and seal joints and cracks, seal coat, and re-mark Runway 17; reconstruct partial parallel taxiway; construct concrete, connecting taxiway; and install lighting, for the Ardmore Downtown Executive Airport. The total amount of the contract was \$2,243,401.25. The project has an underrun on cleaning and sealing joints and cracks, resulting in a decrease of \$5,846.00. Additionally, an electrical upgrade, that would be beneficial for long-term reliability and versatility for future expansion would be included, resulting in the increase of \$1,675.00. The Change Order in total is a “no-net” additional cost to the project.

Motion was made by Commissioner Plesher and seconded by Commissioner Pfau to approve Change Order Number 1 of GCC Enterprises, Inc. for the Ardmore Downtown Executive Airport Project to clean and seal joints and cracks, seal coat and re-mark Runway 17 in the reduced amount of \$4,171.00 resulting in the new contract amount of \$2,239,230.25.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

6. Consideration and Possible Action of a First Amendment to the Construction Contract for Depot Park between the City of Ardmore and Kornhaas Construction, Inc. to Increase the Contract Amount by \$32,758.00 to Provide Payment for the Irrigation Portion of the Contract with New Total Cost of Contract in the Amount of \$1,368,825.57 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that on March 15, 2021, the Commission accepted the low bid of Kornhaas Construction, in the amount of \$1,273,072.00, plus unit items from additive alternates 1 and 2, in the amount of \$62,995.57 for the construction of the Depot Park. The total amount of the original contract is \$1,336,067.57. Additional Funding has become available that will allow the irrigation portion from the additive alternatives of the bid, to be included in the existing contract. The unit cost for the irrigation will be \$32,785.00, which will increase the total contract amount to \$1,368,825.57. All expenses for the project will be paid with grant, donations or Authority funding. The City will have no expenses associated with the project other than the administrative and coordination work performed by City Staff.

Motion was made by Commissioner Credle and seconded by Vice-Mayor Ellis to approve a First Amendment to the construction contract for Depot Park between the City of Ardmore and Kornhaas Construction, Inc. to increase the contract amount by \$32,758.00 to provide payment for the irrigation portion of the contract with new total cost of contract in the amount of \$1,368,825.57.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

7. Consideration and Possible Action of a Lease Agreement between the City of Ardmore and Big Five Community Services, Inc. for a Building and Associated Property located at 201 A Street SW, Ardmore, Oklahoma with the Term of Lease to Commence on October 1, 2020 and End on September 2021 with Lease to be Automatically Renewed for Five (5) Additional One (1) Year Periods in the Monthly Amount of \$1,600.00 and Approval or Rejection of Any Amendments Proposed and Considered by the City Commission at the Meeting

A presentation was made by Kevin Boatright, City Manager, to the Commission. He stated that the Lease Agreement entered into is between the City of Ardmore (Lessor) and Big Five Community Services, Inc. (Lessee) in the sum of \$1,600.00 per month, payable on the 1st day of each month for a building and associated property owned by the Lessor located at 201 A Street SW in Ardmore, Oklahoma. The initial term of this Lease shall be for one (1) year, beginning on the 1st day of October, 2020 and ending on the 30th day of September, 2021. The term of this lease shall be automatically renewed and extended for five (5) additional one (1) year periods, unless the Lessor or Lessee gives written notice to the other party sixty (60) days prior to the annual expiration date that the Lease will not be renewed and extended and will be terminated.

Motion was made by Commissioner Plesher and seconded by Commissioner Pfau to approve a Lease Agreement between the City of Ardmore and Big Five Community Services, Inc. for a building and associated property located at 201 A Street SW, Ardmore, Oklahoma with the term of lease to commence on October 1, 2020 and end on September 2021 with lease to be automatically renewed for five (5) additional one (1) year periods in the monthly amount of \$1,600.00.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

12. NEW BUSINESS

None

13. ADJOURN

Motion was made by Commissioner Plesher and seconded by Commissioner Pfau to adjourn from this meeting.

Ayes: Pfau, Credle, Plesher, Ellis, Glasgow
Nays: None

CITY OF ARDMORE
DEVELOPMENT SERVICES

Council No. 5119
Meeting Date: July 6, 2021

Mayor and City Commission
City of Ardmore, OK

PUBLIC HEARING

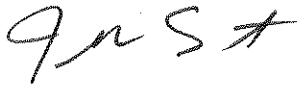
Re: TX21-02/ Text Amendment of the City of Ardmore Code of Ordinances Chapter 14, Article V, Section 14-44, entitled condemnation; providing definitions; providing regulations and procedures for condemnation of dilapidated building and authorizing appointment of an administrative officer to enforce the provisions of this chapter; providing for severability and declaring an emergency.

Dear Commission Members:

City staff is processing a text amendment to the City of Ardmore Code of Ordinances to amend Chapter 14, Article V, Section 14-44 Entitled Condemnation; providing definitions; providing regulations and procedures for condemnation of dilapidated buildings and authorizing appointment of an administrative officer to enforce the provisions of this chapter.

In keeping with the requirements of Section 318 of the Unified Development Code, a public hearing was held before the Planning Commission on June 10, 2021. Per Section 318, a public hearing is now required before the City Commission. The request for the Text Amendment is also on this agenda for final action by the City Commission.

Respectfully Submitted,



Jessica Scott
Community Development Director

Reviewed by: _____


City Manager

CITY OF ARDMORE
Office of the City Manager

Council Letter No. 5120
Meeting Date: July 6, 2021

Mayor and City Commission
City of Ardmore, Oklahoma

Re: Appointments to the Planning Commission

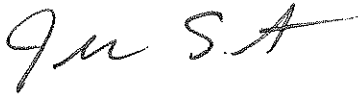
Dear Commission Members:

The Commission is requested to consent to the Mayor's appointment of the following individual to the City's Planning Commission:

Appointment of Gustavo Ocana to serve the unexpired term of Marcus High as regular member of the City Planning Commission to expire in May 2023.

Staff respectfully recommends approval of this appointment to the Planning Commission.

Respectfully submitted,



Jessica Scott
Community Development Director

Reviewed By: _____



City Manager

CITY OF ARDMORE
Office of the City Manager

Council Letter No. 5121
Meeting Date: July 6, 2021

Mayor and City Commission
City of Ardmore, Oklahoma

Re: Appointments to the Hardy Murphy Coliseum Trust Authority

Dear Commission Members:

It is the recommendation of the Hardy Murphy Coliseum Trust Authority to appoint the following individuals as Trustee of the Hardy Murphy Coliseum Trust Authority:

Re-Appointment of Zachary Allen to Serve a Second Three (3) Year Term (Expire Date: June 2024)

Appointment of Ginger Allison to Serve a First Three (3) Year Term (Expire Date: June 2024)

Appointment of Brandon Naifeh to Serve a First Three (3) Year Term (Expire Date: June 2024)

Staff respectfully recommends approval of the appointments to the Hardy Murphy Coliseum Trust Authority.

Respectfully submitted,



Kevin Boatright
City Manager

CITY OF ARDMORE
DEVELOPMENT SERVICES

Council Letter No. 5122
Meeting Date: July 6, 2021

Mayor and City Commission
City of Ardmore, OK

RE: TX21-02/ Text Amendment of the City of Ardmore Code of Ordinances Chapter 14, Article V, Section 14-44, entitled condemnation; providing definitions; providing regulations and procedures for condemnation of dilapidated building and authorizing appointment of an administrative officer to enforce the provisions of this chapter; providing for severability and declaring an emergency.

Dear Commission Members:

On June 10, 2021 the Planning Commission considered an amendment to the City of Ardmore Code of Ordinances to amend Chapter 14, Article V, Section 14-44, entitled condemnation; providing definitions; providing regulations and procedures for condemnation of dilapidated building and authorizing appointment of an administrative officer to enforce the provisions of this chapter; providing for severability and declaring an emergency.

Mr. Davis has reviewed the state law and recommended the proposed amendments.

After discussion, the Planning Commission voted (7-0) to approve the proposed text amendment.

Recommendation: Staff recommends approval of the proposed Text Amendment contained in the attached Ordinance.

Respectfully Submitted,



Jessica Scott
Community Development Director

Attachments: CC Ordinance
PC Resolution

Reviewed by: _____


City Manager

ORDINANCE NO. 3104

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF ARDMORE, CHAPTER 14, ARTICLE V, SECTION 14-44 ENTITLED CONDEMNATION; PROVIDING DEFINITIONS; PROVIDING REGULATIONS AND PROCEDURES FOR CONDEMNATION OF DILAPIDATED BUILDINGS AND AUTHORIZING APPOINTMENT OF AN ADMINISTRATIVE OFFICER TO ENFORCE THE PROVISIONS OF THIS CHAPTER; PROVIDING FOR REPEALER, SAVING CLAUSE, SEVERABILITY AND DECLARING AN EMERGENCY.

BE IT ORDAINED BY THE MAYOR AND BOARD OF COMMISSIONERS OF THE CITY OF ARDMORE, OKLAHOMA:

Section I: Amendatory. Chapter 14, Article 5, Section 14-44 of the Code of Ordinances of the City of Ardmore, is hereby amended to read as follows:

Sec. 14-44. - Condemnation.

(a)

Any habitation shall be condemned as unfit for human occupancy if it is found to be in one (1) or more of the following conditions:

(1)

So damaged, decayed, dilapidated, unsanitary, unsafe or vermin-infested that it creates a serious hazard to the health or safety of the occupants or of the public.

(2)

So deficient in illumination, sanitation or ventilation facilities that it jeopardizes the health or safety of the occupants or of the public.

(3)

So located as to be dangerous to the health or safety of the occupants or of the public.

(b)

Whenever the housing official determines that a habitation is unfit for human occupancy as defined above, he shall give notification for vacation by the following procedure:

(1)

He shall affix upon the door or entrance to such habitation a printed placard stating that the habitation is unfit for human occupancy and shall be vacated according to the procedure prescribed in Article V, Section 14-43.

(2)

Any habitation which has been condemned, placarded and vacated shall not again be used for human occupancy until written approval is secured from, and such placard is removed by, the housing official. He shall remove the placard only upon the elimination of the defects upon which the condemnation and the placarding were based.

(3)

No person shall deface or remove the placard from any habitation except as provided in subsection (b)(2), above.

(4)

Any person affected by any notice or order relating to the condemning and placarding of a habitation as unfit for human occupancy may request and shall be granted a hearing on the matter before the board of commissioners of the City of Ardmore.

(c)

Order for repair or condemnation of dilapidated buildings; notice; removal; costs, lien; nuisance. The municipal governing body may cause dilapidated buildings within the municipal limits to be torn down and removed in accordance with the provisions of this section.

(1)

At least ten (10) days' notice that a building is to be torn down or removed shall be given to the owner of the property before the administrative officer holds a hearing. A copy of the notice shall be posted on the property to be affected. In addition, a copy of said notice shall be sent by mail to the property owner at the address shown by the current year's tax rolls in the office of the county treasurer. Written notice shall also be mailed to any mortgage holder as shown by the records in the office of the county clerk to the last-known address of the mortgagee. At the time of mailing of notice to any property owner or mortgage holder, the city shall obtain a receipt of mailing from the postal service, which receipt shall indicate the date of mailing and the name and address of the mailer. However, if neither the property owner nor mortgage holder can be located, notice may be given by posting a copy of the notice on the property, or by publication notice in the Daily Ardmoreite. Such notice must be published once not less than ten (10) days prior to any hearing or action by the city pursuant to the provisions of this section.

(2)

A hearing shall be held by the administrative officer to determine if the property is dilapidated and has become detrimental to the health, safety, or welfare of the general public and the community, or if said property creates a fire hazard which is dangerous to other property.

(3)

Pursuant to a finding that the condition of the property constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions, the administrative officer may cause the dilapidated building to be torn down and removed. The administrative officer shall fix reasonable dates for the commencement and completion of the work. The municipal clerk shall immediately file a notice of dilapidation and lien with the county clerk describing the property, the findings of the municipality at the hearing, and stating that the city claims a lien on said property for the destruction and removal costs and that such costs are the personal obligation of the property owner from and after the date of filing of said notice. The agents of the city are granted the right of entry on the property for the performance of the necessary duties as a governmental function of the city if the work is not performed by the property owner within dates fixed by the governing body.

(4)

The administrative officer shall determine the actual cost of the dismantling and removal of dilapidated buildings and any other expenses that may be necessary in conjunction with the dismantling and removal of the buildings, including the cost of notice and mailing. The municipal clerk shall forward a statement of the actual cost attributable to the dismantling and removal of the buildings and a demand for payment of such costs, by mail to the property owner. In addition, a copy of said statement shall be mailed to any mortgage holder at the address provided for in paragraph (1) of this section. At the time of mailing of the statement of costs to any property owner or mortgage holder, the city shall obtain a receipt of mailing from the postal service, which receipt shall indicate the date of mailing and the name and address of the mailee. If a city dismantles or removes any dilapidated buildings, the cost to the property owner shall not exceed the actual cost of the labor, maintenance, and equipment required for the dismantling and removal of the dilapidated buildings. If dismantling and removal of the dilapidated buildings is done on a private contract basis, the contract shall be awarded to the lowest and best bidder.

(5)

When payment is made to the city for costs incurred, the municipal clerk shall file a release of lien, but if payment attributable to the actual cost of the dismantling and removal of the buildings is not made within six (6) months from the date of the mailing of the statement to the owner of such property, the municipal clerk shall forward a certified statement of the amount of the cost to the county treasurer of the county in which the property is located. Said costs shall be levied on the property and collected by

the county treasurer as are other taxes authorized by law. Until finally paid, the costs and the interest thereon shall be the personal obligation of the property owner from and after the date of the notice of dilapidation and lien is filed with the county clerk. In addition the cost and the interest thereon shall be a lien against the property from the date the notice of the lien is filed with the county clerk. Said lien shall be coequal with the lien of ad valorem taxes and all other taxes and special assessments and shall be prior and superior to all other titles and liens against the property. The lien shall continue until the cost is fully paid. At the time of collection, the county treasurer shall collect a fee of five dollars (\$5.00) for each parcel of property. Said fee shall be deposited to the credit of the general fund of the county. At any time prior to collection as provided for in this paragraph, the city may pursue any civil remedy for collection of the amount owing and interest thereon including an action in personam against the property owner and an action in rem to foreclose its lien against the property. A mineral interest, if severed from the surface interest and not owned by the surface owner, shall not be subject to any tax or judgment lien created pursuant to this section. Upon receiving payment, the municipal clerk shall forward to the county treasurer a notice of such payment and shall direct discharge of the lien.

(6)

The planning and development department is designated to carry out the duties of the governing body specified in this section. The property owner shall have the right of appeal to the municipal governing body from any order of the planning and development department. Such appeal shall be taken by filing written notice of appeal with the municipal clerk within ten (10) days after the administrative order is rendered.

(7)

For the purposes of this section, "dilapidated building" means a structure which through neglect or injury lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that said structure is a hazard to the health, safety, or welfare of the general public. "Owner" means the owner of record as shown by the most current tax rolls of the county treasurer.

(8)

Nothing in the provisions of this section shall prevent the city from abating a dilapidated building as a nuisance or otherwise exercising its police power to protect the health, safety, or welfare of the general public.

(9)

The officers, employees or agents of the city shall not be liable for any damages or loss of property due to the removal of dilapidated buildings performed pursuant to the provisions of this section or as otherwise prescribed by law.

(10)

The provisions of this act shall not apply to any property zoned and used for agricultural purposes.

(11)

Designation of administrative officer.

The board of commissioners authorizes the city manager to appoint an administrative officer to carry out the duties of the city commission and planning and development department as provided for in this article. The property owners or mortgage holder shall have the right of appeal to the city commission from any order of the administrative officer or administrative body. Such appeal shall be taken by filing written notice of appeal with the city clerk within ten (10) days after the administrative order is rendered.

Section II: Repealer. All ordinances or parts thereof, which are inconsistent with this Ordinance are hereby repealed.

Section III: Savings Clause. Nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceedings now pending in any court, or any rights acquired or liability incurred, nor any cause or causes of action accrued of existing, under any act or Ordinance repealed hereby. Nor shall any right or remedy of any character be lost, impaired, or affected by this Ordinance.

Section IV: Severability. If any one or more of the sections, sentences, clauses, or parts of this Ordinance shall, for any reason, be held invalid, the invalidity of such section, sentence, clause, or part, shall not affect or prejudice in any way the applicability and validity of any other provision of this Ordinance. It is hereby declared to be the intention of the Mayor and Board of Commissioners of the City of Ardmore that this section of the Code of Ordinances for the City of Ardmore, Oklahoma, 2014, would have been adopted had such unconstitutional, illegal, or otherwise invalid section, sentence, clause, or part had not been included.

Section V: Emergency. It being immediately necessary for the preservation of the public peace, health, safety, and welfare of the City of Ardmore and the inhabitants thereof that this ordinance be put into full effect, an emergency is hereby declared to exist by reason whereof this ordinance shall be in full force and effect from and after its passage and approval.

The undersigned hereby certify that the foregoing ordinance was introduced before the Ardmore City Commission on the ____ day of _____, 2021, and was duly adopted and approved by the Mayor and City Commission of the City of Ardmore on the ____ day of _____, 2021, after compliance with notice requirements of the Oklahoma Open Meeting Law.

CITY OF ARDMORE

A MUNICIPAL CORPORATION

ATTEST:

City Clerk

Mayor

RESOLUTION FOR CASE NO. TX 21-02

A RESOLUTION BY THE PLANNING COMMISSION, CITY OF ARDMORE, CARTER COUNTY, OKLAHOMA RECOMMENDING APPROVAL OF A TEXT AMENDMENT TO AMEND CHAPTER 14, ARTICLE V, SECTION 14-44 ENTITLED CONDEMNATION; PROVIDING DEFINITIONS; PROVIDING REGULATIONS AND PROCEDURES FOR CONDEMNATION OF DILAPIDATED BUILDINGS AND AUTHORIZING APPOINTMENT OF AN ADMINISTRATIVE OFFICER TO ENFORCE THE PROVISIONS OF THIS CHAPTER; PROVIDING FOR SEVERABILITY AND DECLARING AN EMERGENCY.

WHEREAS, the Planning Commission of the City of Ardmore, Oklahoma, held a public hearing to consider a proposal to amend Chapter 14, Article V, Section 14-44 entitled Condemnation; Providing definitions; Providing Regulations and procedures for condemnation of dilapidated buildings and authorizing appointment of an administrative officer to enforce the provision of this chapter, and,

WHEREAS, legal notice was published and the Planning Commission heard and considered all of the facts presented at their regular monthly meeting; and,

WHEREAS, the Planning Commission has determined that the proposed text change amendment is beneficial to the City of Ardmore.

NOW THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Ardmore recommending text amendments to the Unified Development Code to amend Chapter 14, Article V, Section 14-44 to read as follows:

Sec. 14-44. - Condemnation.

(a) Any habitation shall be condemned as unfit for human occupancy if it is found to be in one (1) or more of the following conditions:

(1) So damaged, decayed, dilapidated, unsanitary, unsafe or vermin-infested that it creates a serious hazard to the health or safety of the occupants or of the public.

(2) So deficient in illumination, sanitation or ventilation facilities that it jeopardizes the health or safety of the occupants or of the public.

(3) So located as to be dangerous to the health or safety of the occupants or of the public.

(b) Whenever the housing official determines that a habitation is unfit for human occupancy as defined above, he shall give notification for vacation by the following procedure:

(1) He shall affix upon the door or entrance to such habitation a printed placard stating that the habitation is unfit for human occupancy and shall be vacated according to the procedure prescribed in Article V, Section 14-43.

(2) Any habitation which has been condemned, placarded and vacated shall not again be used for human occupancy until written approval is secured from, and such placard is removed by, the housing official. He shall remove the placard only upon the elimination of the defects upon which the condemnation and the placarding were based.

(3) No person shall deface or remove the placard from any habitation except as provided in subsection (b) (2), above.

(4) Any person affected by any notice or order relating to the condemning and placarding of a habitation as unfit for human occupancy may request and shall be granted a hearing on the matter before the board of commissioners of the City of Ardmore.

(c) Order for repair or condemnation of dilapidated buildings; notice; removal; costs, lien; nuisance. The municipal governing body may cause dilapidated buildings within the municipal limits to be torn down and removed in accordance with the provisions of this section.

(1) At least ten (10) days' notice that a building is to be torn down or removed shall be given to the owner of the property before the administrative officer holds a hearing. A copy of the notice shall be

posted on the property to be affected. In addition, a copy of said notice shall be sent by mail to the property owner at the address shown by the current year's tax rolls in the office of the county treasurer. Written notice shall also be mailed to any mortgage holder as shown by the records in the office of the county clerk to the last-known address of the mortgagee. At the time of mailing of notice to any property owner or mortgage holder, the city shall obtain a receipt of mailing from the postal service, which receipt shall indicate the date of mailing and the name and address of the mailee. However, if neither the property owner nor mortgage holder can be located, notice may be given by posting a copy of the notice on the property, or by publication notice in the Daily Ardmoreite. Such notice must be published once not less than ten (10) days prior to any hearing or action by the city pursuant to the provisions of this section.

(2) A hearing shall be held by the administrative officer to determine if the property is dilapidated and has become detrimental to the health, safety, or welfare of the general public and the community, or if said property creates a fire hazard which is dangerous to other property.

(3) Pursuant to a finding that the condition of the property constitutes a detriment or a hazard and that the property would be benefited by the removal of such conditions, the administrative officer may cause the dilapidated building to be torn down and removed. The administrative officer shall fix reasonable dates for the commencement and completion of the work. The municipal clerk shall immediately file a notice of dilapidation and lien with the county clerk describing the property, the findings of the municipality at the hearing, and stating that the city claims a lien on said property for the destruction and removal costs and that such costs are the personal obligation of the property owner from and after the date of filing of said notice. The agents of the city are granted the right of entry on the property for the performance of the necessary duties as a governmental function of the city if the work is not performed by the property owner within dates fixed by the governing body.

(4) The administrative officer shall determine the actual cost of the dismantling and removal of dilapidated buildings and any other expenses that may be necessary in conjunction with the dismantling and removal of the buildings, including the cost of notice and mailing. The municipal clerk shall forward a statement of the actual cost attributable to the dismantling and removal of the buildings and a demand for payment of such costs, by mail to the property owner. In addition, a copy of said statement shall be mailed to any mortgage holder at the address provided for in paragraph (1) of this section. At the time of mailing of the statement of costs to any property owner or mortgage holder, the city shall obtain a receipt of mailing from the postal service, which receipt shall indicate the date of mailing and the name and address of the mailee. If a city dismantles or removes any dilapidated buildings, the cost to the property owner shall not exceed the actual cost of the labor, maintenance, and equipment required for the dismantling and removal of the dilapidated buildings. If dismantling and removal of the dilapidated buildings is done on a private contract basis, the contract shall be awarded to the lowest and best bidder.

(5) When payment is made to the city for costs incurred, the municipal clerk shall file a release of lien, but if payment attributable to the actual cost of the dismantling and removal of the buildings is not made within six (6) months from the date of the mailing of the statement to the owner of such property, the municipal clerk shall forward a certified statement of the amount of the cost to the county treasurer of the county in which the property is located. Said costs shall be levied on the property and collected by the county treasurer as are other taxes authorized by law. Until finally paid, the costs and the interest thereon shall be the personal obligation of the property owner from and after the date of the notice of dilapidation and lien is filed with the county clerk. In addition the cost and the interest thereon shall be a lien against the property from the date the notice of the lien is filed with the county clerk. Said lien shall be coequal with the lien of ad valorem taxes and all other taxes and special assessments and shall be prior and superior to all other titles and liens against the property. The lien shall continue until the cost is fully paid. At the time of collection, the county treasurer shall collect a fee of five dollars (\$5.00) for each parcel of property. Said fee shall be deposited to the credit of the general fund of the county. At any time prior to collection as provided for in this paragraph, the city may pursue any civil remedy for collection of the amount owing and

interest thereon including an action in personam against the property owner and an action in rem to foreclose its lien against the property. A mineral interest, if severed from the surface interest and not owned by the surface owner, shall not be subject to any tax or judgment lien created pursuant to this section. Upon receiving payment, the municipal clerk shall forward to the county treasurer a notice of such payment and shall direct discharge of the lien.

(6) The planning and development department is designated to carry out the duties of the governing body specified in this section. The property owner shall have the right of appeal to the municipal governing body from any order of the planning and development department. Such appeal shall be taken by filing written notice of appeal with the municipal clerk within ten (10) days after the administrative order is rendered.

(7) For the purposes of this section, "dilapidated building" means a structure which through neglect or injury lacks necessary repairs or otherwise is in a state of decay or partial ruin to such an extent that said structure is a hazard to the health, safety, or welfare of the general public. "Owner" means the owner of record as shown by the most current tax rolls of the county treasurer.

(8) Nothing in the provisions of this section shall prevent the city from abating a dilapidated building as a nuisance or otherwise exercising its police power to protect the health, safety, or welfare of the general public.

(9) The officers, employees or agents of the city shall not be liable for any damages or loss of property due to the removal of dilapidated buildings performed pursuant to the provisions of this section or as otherwise prescribed by law.

(10) The provisions of this act shall not apply to any property zoned and used for agricultural purposes.

(11) Designation of administrative officer.

The board of commissioners authorizes the city manager to appoint an administrative officer to carry out the duties of the city commission and planning and development department as provided for in this article. The property owners or mortgage holder shall have the right of appeal to the city commission from any order of the administrative officer or administrative body. Such appeal shall be taken by filing written notice of appeal with the city clerk within ten (10) days after the administrative order is rendered.

PASSED by the Planning Commission on the 17th day of June 2021 on the following vote:

Darrell Scott	Yes	No	Absent	<input checked="" type="checkbox"/>
Marcus High	Yes	No	Absent	<input checked="" type="checkbox"/>
Bob Bates	Yes	No	Absent	<input checked="" type="checkbox"/>
Ethan Bateman	Yes	No	Absent	<input checked="" type="checkbox"/>
Eric Howard	Yes	No	Absent	<input checked="" type="checkbox"/>
Roger Hughes	Yes	No	Absent	<input checked="" type="checkbox"/>
Dee Ann Chatham	Yes	No	Absent	<input checked="" type="checkbox"/>
Chris Sandvick	Yes	No	Absent	<input checked="" type="checkbox"/>
Claudia Kittrell	Yes	No	Absent	<input checked="" type="checkbox"/>

PLANNING COMMISSION
CITY OF ARDMORE, OKLAHOMA

BY Claudia C. Kittrell
Claudia Kittrell, Chairperson

ATTEST: Sabrina Martinez
Sabrina Martinez, Secretary

DATE 6/17/21

CITY OF ARDMORE
Parks and Recreation Department

Council Letter No. 5123
Meeting Date: July 6, 2021

Mayor and City Commission
City of Ardmore, Oklahoma

Re: Approval to reject the bid received and accepted from Pavers Inc. to mill and overlay asphalt parking lot, including striping at the south Softball Complex in Regional Park.

Dear Commission Members:

Bids were opened on April 22, 2021 with Pavers Inc as the lowest bid of one hundred and three thousand three hundred and thirty three dollars (\$103,333.00) to mill and overlay asphalt parking lot at the South Softball Complex in Regional Park.

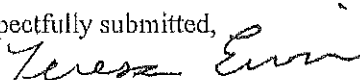
As we were having concrete poured to support the dumpsters. It was discovered that the existing pavement was not as thick as we previously thought nor was there a good base. The pavement is approximately 1-inch thick. Also it has about 5 to 6 inches of hot sand base. This was common practice when this parking lot was laid but isn't now.

The problem with the existing thickness, the age of the pavement, and the number of distresses found throughout the surface is not conducive for the overlay process. The pavement thickness and condition may not support the heavy equipment it's going to take to place the asphalt. Which means we may be destroying the pavement as we are attempting to overlay it.

After speaking with our Assistant Engineer and Paver's Inc. regarding the process and the possibility that the surface as is would not support this process. I feel that the best solution at this time would be to reject the bid. Follow up with some small patching spots and do a full depth replacement at a later date. This is a costly procedure and would need to be budgeted in FY22-23

Staff recommends rejecting the bid from Pavers Inc. in the amount of one hundred and three thousand three hundred and thirty three dollars (\$103,333.00).

Thank you for your consideration.

Respectfully submitted,

Teresa Ervin
Parks and Recreation Director

Reviewed by: 
City Manager

Mayor and City Commission
City of Ardmore, Oklahoma

RE: Declaration of Surplus and Disposal of Police Unit #13

Dear Commission Members:

The Ardmore Police Department is requesting permission for the City Commission to declare the below Police unit surplus and obsolete to be disposed of via auction, OK Iron and Metal or donation. The cost to repair this unit outweighs the value.

UNIT #	VEHICLE DESCRIPTION	VIN	ASSET #	PURCHASE VALUE
13	1995 Ford Passenger Van - TAC Team	1FMEE11HXSHB83246	008176	\$2,000.00

Staff respectfully recommends that the above unit be declared surplus and asks permission to dispose of this unit via auction, OK Iron and Metal or donation.

Respectfully,



Kevin Norris
Chief of Police

Reviewed by: 
City Manager

CITY OF ARDMORE
ENGINEERING DEPARTMENT
Ardmore, Oklahoma

Board Letter No.: 5125
Meeting Date: July 6, 2021

Mayor and Commissioners
Ardmore, Oklahoma

SUBJECT: Wayfinding Sign Contract Cancellation

Dear Mayor and Commissioners:

The purpose of this agenda item is to request Commission approval to cancel the current Wayfinding installation project contract. A contract for installation of selected wayfinding signs was awarded on April 5, 2021 in the amount of \$35,290.00 to United Signs, LLC of Norcross, Georgia. United Signs mobilized to the site and determined that the signs could not be installed with the components on hand and requested a change order to account for the extra work.

The City and United Signs have endeavored to adjust the work and cost to achieve the basic project goals within the allowable budget however the revised cost proposed by United Signs is 50% higher than the original award. The change order amount is in excess of that allowed by law. Both the City and United Sign believe now it would be mutually desirable to cancel the contract, pay for services rendered to date in the amount of \$16,750, and re-bid it at a later date.

We therefore recommend and request that the Commission approve final partial payment of \$16,750 and authorize the City Manager to cancel the contract.

Sincerely,


Thomas D. Mansur, P.E.
City Engineer

Reviewed by: 
City Manager