

**MINUTES  
JENKS CITY COUNCIL  
TUESDAY, JANUARY 21, 2020,6:00 P.M.  
JENKS CITY HALL, COUNCIL CHAMBERS, 211 NORTH ELM**

The Agenda for the Jenks City Council was posted in City Hall and on the City's website at 12:10 p.m. on January 15, 2020. The meeting was called to order at 6:07 p.m. on the above date with Mayor Robert Lee presiding. A roll call vote of members was taken as follows:

Donna Ogez	Absent
Kaye Lynn	Present
Craig Murray	Present
Gary Isbell	Present
Cory Box	Absent
Dawn Dyke	Present
Mayor Robert Lee	Present

Invocation was given by Pastor Keith Badgett with First Baptist Church Jenks.

Pledge of Allegiance was given.

Citizen's Comments

There were no citizen comments

Employee Recognition

Fire Chief Greg Ostrum recognized Tyler Baxter as a new Firefighter and Richie Martinez as newly promoted to Driver.

Business

1. Consideration and appropriate action relating to a request for approval of the Consent Agenda. (All matters listed under "Consent" are considered by the City Council to be routine and will be enacted by one motion. Any Councilor may, however, remove an item from the Consent Agenda by request. A motion to adopt the Consent Agenda is non-debatable.)
  - A. Approve minutes of the regular meeting held on January 7, 2020
  - B. Approve Encumbrances and Expenditures
  - C. Monthly Reports
  - D. Request by the Oklahoma Aquarium, to use Jenks streets for an Aquarium Run event on Saturday, April 4, 2020 from 7:30 a.m. to 12:00 p.m.
  - E. Request to authorize the City of Jenks to administer a Community Expansion of Nutrition Assistance Grant by the Department of Commerce/Office of Community Development and INCOG/Area Agency on Aging to Jenks Senior Citizens, Inc., in the amount of \$14,646.41 for capital expenditures in the Jenks Senior Citizens program; and to appropriate \$14,646.41 from the Risk Management Fund fund

balance to be budgeted to Account No. 61-801-5250, which will be reimbursed from grant proceeds.

- F. Request to approve Resolution No. 690, a resolution amending the annual appropriations by \$14,647 from the Risk Management Fund Balance to account 61-801-5250 (Risk Management – Contractual Services Account) due to the grant for the Jenks Senior Citizens program.

Mayor Robert Lee requested to remove Item E from the Consent Agenda. Craig Murray made a motion to approve Item 1, A-D and F. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

- 2. Consideration and appropriate action relating to items removed from the Consent Agenda. Councilor Kaye Lynn provided information about the grant for the Jenks Senior Citizens and asked that Attachment A be included in the official record.

Kaye Lynn made a motion to approve Item E. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

- 3. Request to award a bid for construction of a Street Improvement Project for milling and overlay in Melody Lane and asphalt patching in Melody Lane, South Creek, Sunnybrook Estates and on Union Avenue, to H&G Paving (Muskogee, Oklahoma) in the total amount of \$227,785.00; funding is included in the FY 19-20 Street Maintenance budget (Account No. 53-521-5393) as part of the existing Pavement Management Program. Chris Robinson provided information regarding the street improvement project and the bid to be awarded.

Craig Murray made a motion to approve Item 3. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

4. Request to approve JZ 19-648 from Theresa Dewhurst, rezoning from RS-3 (Single-Family Residential High-Density District) to CS (Commercial Shopping District). General Location: 122 North 6<sup>th</sup> Street. Jim Beach presented information regarding the rezoning request with the recommendation of waiving the plat requirement.

Dawn Dyke made a motion to approve Item 4 and waive the plat requirement. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

5. Request to approve Ordinance No. 1504 relating to JZ 19-648, rezoning a tract of land from RS-3 (Single-Family Residential High-Density District) to CS (Commercial Shopping District). General Location: 122 North 6<sup>th</sup> Street

Craig Murray made a motion to approve Item 5. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

6. Request to approve the emergency clause for Ordinance No. 1504, making it effective immediately upon passage.

Gary Isbell made a motion to approve Item 6. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Failed due to lack of 3/4 of Councilors present.

7. Request by Josh Nave for approval of ROW/UEC 19-70 to close a 7-foot wide portion of a utility easement to allow a retaining wall. General Location: 10709 South Nandina Court. Jim Beach presented information regarding the easement closure for a retaining wall. Planning Commission recommending closing a 6.5-foot portion, not the full 7-foot.

Gary Isbell made a motion to approve Item 7 by closing a 6.5-foot portion of the easement, subject to obtaining a Judicial Vacation of said easement, pot holing the PSO electric line, and prohibiting the pool from being in any portion of the easement. Craig Murray seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

8. Request to approve Ordinance No. 1506 relating to ROW/UEC 19-70, closing a 7-foot wide portion of a utility easement to allow a retaining wall. General Location: 10709 South Nandina Court

Gary Isbell made a motion to approve Item 8. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

9. Request to approve the emergency clause for Ordinance No. 1506, making it effective immediately upon passage.  
Withdrawn due to lack of 3/4 of Councilors present.

10. Request by Bell Land Use for approval of JZ 19-649/PUD 97A amending Development Area B of PUD 97 to include Reserve B of Jenks Landing Subdivision in the land area, making the total area of Development Area B approximately 13.2 acres to allow more dwelling units in the previously approved multi-family portion of the PUD. General Location: SE Corner South James Avenue and West 114<sup>th</sup> Street. Jim Beach presented information regarding the amendment to PUD 97 to include Tract C with Tract B.

Robert Bell, 1011 W G St, attempted to clarify the history of the property.

Jerrie Hall, 11008 August Dr, expressed concern about increased traffic in the area and Chris Robinson stated that the infrastructure was designed for industrial use so it should be able to handle the increased traffic.

Dawn Dyke made a motion to approve Item 10 with the following conditions:

1. Development standards and character descriptions presented in PUD 97 and the requested PUD 97A amendment shall remain applicable to both Development Area A and Development Area B. In addition, the Landscape Standards listed above shall e applied to both Development Areas.
2. The minimum masonry coverage of all building shall be 70%
3. The minimum landscaped area shall be 30%
4. Maintenance of the ponds, as well as all other landscape areas shall be consistent throughout all development areas in Jenks Landing.

Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

11. Request to approve Ordinance No. 1505 relating to JZ 19-649 to amend Development Area B of PUD 97 to include Reserve B of Jenks Landing Subdivision in the land area, making the total area of Development Area B approximately 13.2 acres to allow more dwelling units in the previously approved multi-family portion of the PUD. General Location: SE Corner South James Avenue and West 114<sup>th</sup>

Gary Isbell made a motion to approve Item 11. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

12. Request to approve the emergency clause for Ordinance No. 1505, making it effective immediately upon passage.

Withdrawn due to lack of 3/4 of Councilors present.

13. Request by Bell Land Use for approval of a preliminary/conditional final plat to accompany JZ 19-649 PUD 97A. General Location: SE Corner South James Avenue and West 114<sup>th</sup>

Jim Beach stated that the Technical Advisory Committee recommends approval and that the applicant is aware of an access charge of \$44,080.41 that must be paid before issuing any building permits.

Craig Murray made a motion to approve Item 13, with the following conditions:

1. Include language in the Deed of Dedication to accomplish the proportional assignment of maintenance responsibilities for Reserve B.
2. Identify location of Access Limits on the face of the plat per Paragraph 1.8 of the Deed of Dedication
3. Numbering of the two paragraphs under 2.2 Reserve Area "B" should be corrected to 2.2.1 and 2.2.2.
4. Reserve Areas "A" and "C" are described as being for various uses, including ingress and egress. No ingress/egress is shown on any of the accompanying site plans. Make modifications necessary to clarify Paragraphs 2.2.1 and 2.2.2 pertaining to Reserve Area "B."
5. The plat and Deed of Dedication and Restrictive Covenants shall be updated with landscape requirements, masonry percentage, and other changes made in approval of the PUD

Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

14. Request to approve the capital projects and amounts to include in a G.O. Bond package  
Assistant City Manager Robert Carr presented five (5) street projects that staff recommends including in the G.O. Bond package, with a total of \$20 million. These projects include:

1. Main Street Improvements from Date St to East of the Railroad tracks
2. South Elm Street Widening to 5-lanes from 111<sup>th</sup> to 131<sup>st</sup> Street
3. Design for improvements to 106<sup>th</sup> Street from Elm to River District
4. Design, Acquiring Rights-of-way, and Utility relocation for Elwood Ave from 96<sup>th</sup> Street to 91<sup>st</sup> Street.
5. Design, Acquiring Rights-of-way, and Utility relocation for Elwood Ave from 111<sup>th</sup> Street to 121<sup>st</sup> Street.

He also stated that staff will be moving forward with the design of a new Senior Center, Central Fire Station, and Animal Shelter and will make recommendations on these projects at a later date.

Jerrie Hall, 11008 Augusta Dr, asked is road construction will be staggered. She was assured that staff will do their best at staggering them, but the roadways will always be passable during construction.

Craig Murray made a motion to approve the addition of the 5 street projects in a G. O. Bond package totaling \$20 million. Gary Isbell seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried.

Other Business

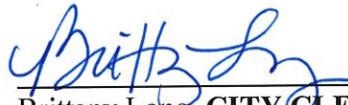
1. City Manager's Report. City Manager Chis Shrout stated that the report was included in the agenda packet.

Adjournment. Craig Murray made a motion to adjourn. Dawn Dyke seconded the motion. A roll call vote of members was taken as follow:

Kaye Lynn	Yes
Craig Murray	Yes
Gary Isbell	Yes
Dawn Dyke	Yes
Mayor Robert Lee	Yes

Motion Carried. The Jenks City Council adjourned at 8:01 p.m.

  
\_\_\_\_\_  
Robert Lee, **MAYOR**

  
\_\_\_\_\_  
Brittany Long, **CITY CLERK**

## Community Expansion of Nutrition Assistance

### CENA

The CENA program is a state funded program designed to assist the Senior Centers in the INCOG Area Agency on Aging (IAAA) region to provide life-enriching services to older persons.

INCOG releases a RFP (Request for Proposal) application in the summer of each year so that senior centers can apply for grant funding to operate and/or enhance their programs. To be eligible for the CENA grant program senior centers must have by-laws in place, a governing board, hold regular board meetings and not receive funding under Title III of the Older Americans Act.

CENA funds are available to use for a variety of projects including construction, renovation and equipment for senior center. CENA is a reimbursement program.

The three counties covered by the Tri-County Council on Aging are, Tulsa, Creek and Osage.

Process for obtaining funds.

1. Center receives RFP
2. Terri, Senior Center Coordinator, takes the information to the Senior Board
3. Board members make decision on needs and what to request from grant money.
4. An application is made to INCOG, which include signed copy of minutes from the board meeting
5. Any request over \$5,000, 3 estimates are required to send with application.
6. Senior Center Coordinator sends the completed application to City Finance Director for signature
7. Senior Center Coordinator sends completed application, including all signatures; board minutes estimates if needed, to INCOG Tri County Council.
8. The application then goes to the INCOG Tri County Resource Committee for approval.
9. Approval of the application is returned to Senior Center coordinator
10. Senior Coordinator takes approval back to the City Finance Director.
11. The city pays for approved projects for center.
12. Completion forms with all receipts are returned to INCOG
13. INCOG sends reimbursement check to the Senior Center treasurer
14. The Senior Center Treasurer signs check and takes to the city Finance Director

Total in grants The Jenks Senior Center has received from INCOG over the past 5 years, \$25,650.

The request for City Council approval of \$14,646(INCOG approved) will make the total \$40,296 in grants from INCOG.

Attached is check off list for all things needed with application is returned.

## Application Checklist

✓

**Application**

✓

**Budget Justification**

✓

**Board of Directors**

✓

**By-laws are included**

✓

**Meeting minutes included**

✓

**W-9**

In process

**County Health Department Food License**