

City Hall  
3701 SE 15<sup>th</sup> Street  
Del City, Oklahoma 73115



(405) 677-5741  
[www.cityofdelcity.com](http://www.cityofdelcity.com)  
email: [info@cityofdelcity.org](mailto:info@cityofdelcity.org)

## The City of Del City

Floyd A. Eason, Mayor

Michael Dean, Council Member..... Ward 1  
Pam Finch, Council Member & Vice-Mayor ..... Ward 2  
Claudia Browne, Council Member ..... Ward 3  
Kyle Gandy, Council Member ..... Ward 4

(Contact info at: [www.cityofdelcity.com](http://www.cityofdelcity.com))

JD Hock, City Manager  
Melissa Jones, City Clerk  
Vacant, City Attorney

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## Public Notice of Meeting

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### Regular Meeting City Council

City Hall – Council Chambers  
3701 SE 15<sup>th</sup> Street  
Del City, Oklahoma

**September 5, 2023 at 6:00 p.m.**

The City of Del City encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations.

Posted for public view at **5:00 p.m.** on **September 1, 2023.**

Signed: *s/Melissa Jones*  
City Clerk / Deputy City Clerk

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# Agenda

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**1. Call to Order**

**2. Roll Call**

**3. Invocation**

**Pledge of Allegiance**

**Proclamation – Hispanic Heritage Month**

**4. Public and Council Input**

(A maximum of thirty (30) minutes has been set aside for those wishing to discuss non-agenda items. Citizens may speak for a maximum of five (5) minutes during this time. Personal character assassination and attacks on City personnel will not be heard or tolerated.)

- A. Public
- B. Council

**5. City Manager's Report  
City Clerk's Report**

**6. Consent Docket**

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

(This item is placed on the agenda so the Council, by unanimous consent, may designate those routine agenda items they wish to approve or acknowledge by one motion. If any proposed item does not meet with the approval of all Council members, the item will be heard in regular order.)

- A. Minutes of August 21, 2023 Regular Meeting of Council  
Approve minutes of the regular meeting of Council of August 21, 2023. Requested by City Clerk Melissa Jones
- B. Budget Amendment  
Approve budget amendment for FY 2022-2023, as shown in Exhibit A to the Council agenda. Requested by City Clerk Melissa Jones
- C. Budget Amendment  
Approve budget amendment for FY 2023-2024, as shown in Exhibit B to the Council agenda. Requested by City Clerk Melissa Jones

**7. Del City Family Fiesta**

Discussion, consideration, possible action to approve or deny dedicating funds for the ‘Del City Family Fiesta’ hosted by the Oklahoma Hispanic Institute in the amount of \$5,000.00. This event will take place on September 16, 2023 at Ray Trent Park from 11:00am to 5:00pm. Declare/Deny a public purpose. Requested by Mayor Floyd Eason

**8. Hometown Heros Video Project**

Discussion, consideration, possible action to approve or deny dedicating funds for the ‘Hometown Heroes’ video project in the amount of \$5,000.00. This project will partner with Force 50 Foundation, Inc. to produce videos of various hometown heroes from Del City. The first video will be created around Robert Kalsu. Declare/Deny public purpose. Requested by City Manager JD Hock

**9. 2023 Trunk or Treat, 4th Annual Event**

Discussion, consideration, and possible action to approve or deny a cost of \$8,000 for 4<sup>th</sup> Annual Trunk or Treat Event and declare a public purpose. Requested by Assistant to City Manager Brittany Parrott

**10. Monthly Update from Chief of Police**

Discussion, consideration, and possible action to approve or deny receiving a monthly update from the Chief of Police. Requested by Mayor Floyd Eason

**11. Contract – SHINE Program**

Discussion, consideration, and possible action to approve or deny a contract for utilization of the SHINE Program for services in the community and to support the program with funds in the amount of \$36,000 for FY 2023-2024; authorize Mayor to endorse the same. SHINE (Start Helping Impacted Neighborhoods Everywhere) serves as an alternative sentencing program for low-rate offenders. SHINE Crews work to pick up trash, remove graffiti, paint over graffiti, and remove red cedar trees and provide overall labor for other forms of community service projects such as working to improve public properties, schools, parks and neighborhoods. Requested by Mayor Floyd Eason

**12. Invitation to Bid (ITB) No. 0304 – City Hall & Activity Center Renovations**

Discussion, consideration, and possible action to approve or deny ITB No. 0304 – City Hall & Activity Center Renovations to Jenco Construction, the lowest responsible bidder, for an amount not to exceed \$1,299,000.00 for renovation of City Hall Restrooms, Del City Activity Center, and Alternates A1-Mayors Restroom, A2-Receptionist Counter, B1-Roof Top Unit (RTU), and B2-Gutter & Roofing; authorize Mayor to endorse the same. Requested by City Manager JD Hock

**13. Boundary Line Adjustment – PC/LS 654-23 (401 and 405 S. Sunnyslane Rd.)**

A. Public Hearing

Discussion, consideration, and possible action to approve or deny holding a public hearing on the application for Boundary Line Adjustment by Eason Enterprises LLC, property owner, has applied for a Boundary Line Adjustment to create a new commercial parcel to be addressed 4112 Lawn Drive in the (A-C) Arterial Commercial Zoning District. Requested by City Planner Kelly Abell

B. Council Action

Discussion, consideration, possible action to approve, approve with modifications or deny the above-referenced application for a Boundary Line Adjustment to create a new commercial parcel to be addressed 4112 Lawn Drive in the (A-C) Arterial Commercial Zone District. Requested by City Planner Kelly Abell

**14. Specific Use Permit – PC/UR 649-23 (3905 SE 29 Street)**

A. Public Hearing

Discussion, consideration, and possible action to approve or deny holding a public hearing on the application for a Specific Use Permit by Deborah McNeely, tenant, has applied for a Specific Use Permit to allow the use classification of drinking establishment: sit down alcohol permitted in the (A-C) Arterial Commercial Zoning District. The applicant plans to offer mixed beverages as an additional service at the event center. Requested by City Planner Kelly Abell

B. Council Action

Discussion, consideration, possible action to approve, approve with modifications or deny the above-referenced application for a Specific Use Permit to allow the use classification of drinking establishment: sit down alcohol permitted in the (A-C) Arterial Commercial Zone District. Requested by City Planner Kelly Abell

**15. Specific Use Permit – PC/UR 655-23 (4108 Lawn Drive)**

A. Public Hearing

Discussion, consideration, possible action to approve, or deny holding a public hearing on the application for a specific use permit by Pedro Ortiz, tenant, has applied for a Specific Use Permit to allow the use classification of Automotive and Equipment: Heavy in an (A-C) Arterial Commercial Zone District. Requested by City Planner Kelly Abell

B. Council Action

Discussion, consideration, possible action to approve, approve with modifications, or deny the above-referenced application for a Specific Use Permit to allow the use classification of Automotive and Equipment Heavy in an (A-C) Arterial Commercial Zone District. Requested by City Planner Kelly Abell

**16. Specific Use Permit – PC/UR 656-23 (3400 E. Reno)**

A. Public Hearing

Discussion, consideration, possible action to approve, or deny holding a public hearing on the application for a Specific Use Permit by Alberto Valdez, future owner, has applied

for a Specific Use Permit to allow Mixed Use Occupancy classifications of Light Industrial Restricted: All activities shall be conducted inside of building and Retail, Sales, and Services: General in an (A-C) Arterial Commercial Zone District. Requested by City Planner Kelly Abell

**B. Council Action**

Discussion, consideration, possible action to approve, approve with modifications, or deny the above-referenced application for a Specific Use Permit to allow the use classifications of Mixed Use Occupancy classifications of Light Industrial Restricted: All activities shall be conducted inside of building and Retail, Sales, and Services: General in an (A-C) Arterial Commercial Zone District. Requested by City Planner Kelly Abell

**17. Purchase and Installation – Phone System for All City Offices**

Discussion, consideration, possible action to approve, approve with modifications or deny entering into a contract with American Telcom, Inc., for purchase of StarBox 1000 Voice Optimized SD-WAN Phone System, including all required equipment as well as, configuration and deployment expenses to be installed at all City Buildings (8 locations, 127 extensions), in the amount not to exceed \$65,000.00. Requested by City Manager JD Hock

**18. Resolution – Del City Housing Inspection Program**

Discussion, consideration, possible action to approve or deny a resolution implementing a moratorium on the enforcement of the Housing Inspection Program as set forth in Article XIII – Occupancy of Chapter 5 of the Del City Code of Ordinances until such time as the adoption of the 2024-2044 Del City Comprehensive Plan; providing effective and expiration dates, providing severability; declaring an emergency; Mayor to endorse the same. Requested by City Manager JD Hock

**19. Council Input**

**20. Adjournment**

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## The City of Del City

Floyd A. Eason, Chairman  
Michael Dean, Vice Chair  
Pam Finch, Secretary  
Claudia Browne, Trustee  
Kyle Gandy, Trustee

JD Hock, Trust Manager  
Melissa Jones, City Clerk  
Vacant, City Attorney

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### Public Notice of Meeting

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#### Regular Meeting Del City Municipal Services Authority (DCMSA)

City Hall – Council Chambers  
3701 SE 15<sup>th</sup> Street  
Del City, Oklahoma

**September 5, 2023 at 6:00 p.m.**

The DCMSA encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least 48 hours before the scheduled meeting is encouraged to make the necessary accommodations.

Posted for public view at **5:00 p.m.** on **September 1, 2023.**

Signed: *s/Melissa Jones*  
City Clerk / Deputy City Clerk

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# Agenda

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1. **Call to Order**
2. **Roll Call**
3. **Public and Trustee Input**

- A. Public
- B. Trustees

4. **Manager's Report**
5. **Consent Docket**

Discussion, consideration, possible action to approve the following items by unanimous consent, with one motion:

(This item is placed on the agenda so the Trust, by unanimous consent, may designate those routine agenda items they wish to approve or acknowledge by one motion. If any proposed item does not meet with the approval of all Trust members, the item will be heard in regular order.)

- A. Minutes of August 21, 2023 Regular Meeting of DCMSA  
Approve minutes of the regular meeting of DCMSA of August 21, 2023. Requested by City Clerk Melissa Jones
- B. Budget Amendment  
Approve budget amendment for FY 2023-2024, as shown in Exhibit A to the DCMSA agenda. Requested by City Clerk Melissa Jones

6. **Discussion Only – Project Update on AMI Water Meters**

Discussion consideration, possible action to approve/deny holding a discussion only regarding an update on the upcoming AMI Water Meter Project. Requested by Assistant to City Manager Brittany Parrott

7. **Trust Input**
8. **Adjournment**