

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



(405) 677-5741  
[www.cityofdelcity.org](http://www.cityofdelcity.org)  
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  
Scott Tatom, Council Member..... Ward 4  
(Contact info at: [www.cityofdelcity.org](http://www.cityofdelcity.org))

JD Hock, City Manager  
Melissa Jones, City Clerk  
Mueller, Wheeler & Associates, PLLC, 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

**April 15, 2024 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 **April 12, 2024.**

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**

**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**

**Departmental Reports:**

- A. City Clerk / Finance
- B. Fire Department
- C. Public Works

**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 April 1, 2024 Regular Meeting of Council  
Approve minutes of the regular meeting of Council of April 1, 2024. Requested by City Clerk Melissa Jones
- B. Budget Amendment  
Approve budget amendment for FY 2023-2024, as shown in Exhibit A to the Council agenda. Requested by City Clerk Melissa Jones

**7. Appointment to Del City Urban Renewal Authority**

Discussion, consideration, and possible action to approve or deny the selection and appointment of Francisco Arredondo to the Del City Urban Renewal Authority for the term

of April 15, 2024, through April 15, 2027. Requested by Economic Development Director Kyle Gandy

**8. Appointment to Del City Parks and Beautification Committee**

Discussion, consideration, and possible action to approve or deny the selection and appointment of Cindy Coffman-McTrusty to the Del City Parks and Beautification Committee for the term of April 15, 2024, through April 15, 2027. Requested by Economic Development Director Kyle Gandy

**9. Appointment to Del City Parks and Beautification Committee**

Discussion, consideration, and possible action to approve or deny the reappointment of Stacie Freitas to the Del City Parks and Beautification Committee for the term of April 15, 2024, through April 15, 2027. Requested by Economic Development Director Kyle Gandy

**10. Appointment to Del City Parks and Beautification Committee**

Discussion, consideration, and possible action to approve or deny the selection and appointment of Helen Watson as the Mayor's Advisor to the Del City Parks and Beautification Committee for the term of April 15, 2024, through April 15, 2027. Requested by Economic Development Director Kyle Gandy

**11. Donation – Fire Department**

Discussion, consideration, and possible action to approve or deny a donation to the Del City Fire Department from Magellan in the amount of \$1,500. Donation would be used to purchase smoke detectors, batteries and/or other public education or outreach items. Funds to be placed in respective department's general fund to be used at Chief's discretion; authorize Mayor/City Manager to endorse the same. Requested by Fire Chief Brandon Pursell

**12. Addendum to Contract – Del City Lawn and Landscape Services for City Parks**

Discussion, consideration, and possible action to approve or deny Contract Addendum #1 for an additional amount of \$8,000, to the contract approved by Council on March 18, 2024, for lawn and landscape services with Citywide Facility Solutions of Oklahoma. The change is required due to the original bid did not include total and accurate acreage amount for Ray Trent Park. Authorize Mayor to endorse same, and direct staff accordingly. Requested by Assistant City Manager Kellie Wilbanks

**13. Assess Abatement Costs to Property Owners**

Discussion, consideration, possible action to approve and ratify or deny and remove the assessment costs in the total amount of \$1,814.08 to property owners for cleanup of property previously abated, in accordance with Del City Code Sections 13-106 through 13-114. Requested by Assistant City Manager Kellie Wilbanks

(1) 4865 Park Vista	
Quigley Properties and Investments LLC (Oklahoma City, OK)	
Contractor Fee .....	\$900.00
Administrative Expenses .....	\$353.54
Mailings, photos, processing, copying, etc.....	\$16.00
Total Expenses.....	\$1,269.54

(2) 4708 E. Reno	
NOMS LLC (Del City, OK)	
Contractor Fee .....	\$175.00
Administrative Expenses .....	\$353.54
Mailings, photos, processing, copying, etc.....	\$16.00
Total Expenses.....	\$544.54

**14. Pay Range and Classification for FY2024-2025**

A. Discussion, consideration, and possible action to approve or deny holding a discussion regarding the proposed new Pay Range and Classification Chart for FY2024-2025. Requested by City Manager J.D. Hock

B. Discussion, consideration, and possible action to approve, approve with modifications, or deny the proposed Pay Range and Classification Chart for FY2024-2025. Requested by City Manager J.D. Hock

**15. Executive Session**

Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning confidential matters pertaining to pending investigations, claims, and actions as the Council, on advice of its attorney, has determined that disclosure will seriously impair the ability of the Council to process the claim or conduct a pending investigation or litigation in the public interest. Requested by City Manager J.D. Hock

**16. Action from Executive Session**

Discussion, consideration, possible action deemed appropriate, if any, arising from discussions held in executive session concerning confidential matters pertaining to pending investigations, claims, and actions, as the Council, on advice of its attorney, has determined that disclosure will seriously impair the ability of the Council to process the claim or conduct a pending investigation or litigation in the public interest; and authorize Mayor and/or City Manager to ratify and endorse same. Requested by City Manager J.D. Hock

**17. Council Input**

**18. Adjournment**

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## The City of Del City

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

JD Hock, Trust Manager  
Melissa Jones, City Clerk  
Mueller, Wheeler & Associates, PLLC, 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

**April 15, 2024 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 **April 12, 2024.**

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 April 1, 2024 Regular Meeting of DCMSA  
Approve minutes of the regular meeting of DCMSA of April 1, 2024. 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, and possible action to approve or deny holding a discussion only regarding an update on the ongoing AMI Water Meter Project. Requested by Deputy Public Works Director Brittany Parrott

7. **Agreement – SRB, LLC – Water Treatment Plant Assessment**

Discussion, consideration, and possible action to approve or deny an agreement with SRB, LLC to conduct an assessment of City of Del City water treatment plant facility, to include a preliminary site inspection, assessing facility and equipment and developing identified improvements; not to exceed \$40,000; authorize Mayor to endorse the same. Requested by Public Works Director Mike Hatfield

8. **Trust Input**
9. **Adjournment**

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Claudia Browne, Trustee  
Scott Tatom, Trustee

JD Hock, Trust Manager  
Melissa Jones, City Clerk  
Mueller, Wheeler & Associates, PLLC, City Attorney

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## Public Notice of Meeting

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### Regular Meeting Del City Economic Development Authority (DCEDA)

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

**April 15, 2024 at 6:00 p.m.**

The DCEDA 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 **April 12, 2024.**

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. **Minutes**

Discussion, consideration, possible action to approve minutes of the regular meeting of DCEDA of March 4, 2024. Requested by City Clerk Melissa Jones

6. **Presentation – “Dining in Del City” Recipient for April 2024**

Discussion, consideration, and possible action to approve or deny a presentation from the Economic Development Team on the “Dining in Del City” recipient for April 2024: Feng Cha located at 5301 Main St., Ste. 106, Del City, Oklahoma. Requested by Marketing Specialist Cerrina Pulver

7. **Trust Input**

8. **Adjournment**



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### Public Notice of Meeting

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#### Oklahoma Municipal Retirement Fund (OMRF) Regular Meeting

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

**April 15, 2024 at 6:00 p.m.**

The OMRF Committee 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. The OMRF Committee may waive the 48-hour rule if signing is not the necessary accommodation.

Posted for public view at **5:00 p.m.** on **April 12, 2024.**

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 Committee Input**

- A. Public
- B. Committee

4. **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 June 5, 2023 Regular Meeting of OMRF  
Approve minutes of the regular meeting of OMRF of June 5, 2023. Requested by City Clerk Melissa Jones
- B. Minutes of October 2, 2023 Regular Meeting of OMRF  
Approve minutes of the regular meeting of OMRF of October 2, 2023. Requested by City Clerk Melissa Jones

5. **Retirement Application**

Discussion, consideration, possible action, to approve City employee Timothy Rupert to receive a normal retirement from the Oklahoma Municipal Retirement Fund, per request from employee. Requested by HR Benefits Coordinator Madonna Sanders

6. **Committee Input**
7. **Adjournment**