

**MINUTES OF THE CLINTON CITY COUNCIL
FEBRUARY 17, 2015**

Minutes of the regular meeting of the Mayor and City Council of the City of Clinton, Oklahoma, Custer County, held in the City Council Room, City Hall on Tuesday, February 17, 2015 at 5:30 p.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of Clinton City Hall on Thursday, February 12, 2015.

Mayor Seth Adams called the meeting to order with the following present:

MAYOR: Seth Adams

COUNCIL: Don Rodolph, Jason Hulin, Lucas Martinez

ABSENT: Wheeler Lowry

CITY MANAGER: Mark Skiles

CITY CLERK: Lisa Anders

CITY TREASURER: Debra Blanchard

DEPUTY CLERK: Shona Stermer

CITY ATTORNEY: Ryan Meacham

NEWS MEDIA: Gerald Green and Corianna Fairchild

OTHERS: Kris Wermey, Jeremy Brush, Gene McCullough, Conan Wilson, Donald Webb, Janna Harris, Ann Marie Waugh, Debora Glasgow, Tracy Yoder, David Crabtree, and others.

Roland Youngberg of the First United Methodist Church opened the meeting with prayer and Councilman Lucas Martinez led the Pledge of Allegiance.

AGENDA ITEM NO. 3: CONSENT AGENDA

- A. Minutes of Regular Meeting of February 3, 2015
- B. Minutes of Public Hearing on February 3, 2015

Motion was made by Councilman Hulin and second by Councilman Martinez that Consent Agenda Item No. 3 (a-b) be approved.

Mayor put the motion to a roll call vote:

Aye: Hulin, Martinez, Rodolph, Adams
Nay: None

Mayor declared the motion carried.

AGENDA ITEM NO. 4 ACTION ITEMS

4A. PRESENTATION OF FIVE YEAR CAPITAL IMPROVEMENT PLAN BY SOUTH WESTERN OKLAHOMA DEVELOPMENT AUTHORITY

SWODA representatives Janna Harris and Ann Marie Waugh explained the process of reviewing the inventory and mapping infrastructure for the City. The City had received a CDBG grant through the Department of Commerce to pay for the process of preparing the five-year plan. A presentation was given showing the mapping of water lines, water meters, manholes, storm sirens and other assets of the City.

4B. CONSIDER RESOLUION NO. 838 ADOPTING THE FIVE YEAR CAPITAL IMPROVEMENT PLAN AS PRESENTED

Motion was made by Councilman Hulin and seconded by Councilman Martinez to approve Resolution No. 838 regarding adopting the Five Year Capital Improvement Plan.

Mayor put the motion to a roll call vote:

Aye: Hulin, Martinez, Rodolph, Adams

Nay: None

Mayor declared the motion carried.

4C. CONSIDER APPROVAL OF SOUTH WESTERN OKLAHOMA DEVELOPMENT AUTHORITY'S CLAIM FOR COMPLETION OF THE FIVE YEAR CAPITAL IMPROVEMENT PLAN

Motion was made by Councilman Rodolph and seconded by Councilman Martinez to approve payment to SWODA for completion of the Five Year Capital Improvement Plan.

Mayor put the motion to a roll call vote:

Aye: Rodolph, Martinez, Hulin, Adams

Nay: None

Mayor declared the motion carried.

4D. CONSIDER RESOLUTION NO. 844 REGARDING MATCHING FUNDS FOR CDBG GRANT

SWODA representative Debora Glasgow explained that the next three agenda items are requirements for the application for the CDBG grant for the purchase of three police department cars. The City had budgeted \$37,500.00 for the purchase of one car and that is being declared as the matching funds for the grant. If awarded the grant, the City would be providing 33% of the funding on the three units and the CDBG grant would provide 67% of the funding.

Motion was made by Councilman Rodolph and seconded by Councilman Martinez to approve Resolution No. 844 regarding matching funds of \$37,500.00 for the CDBG grant.

Mayor put the motion to a roll call vote:

Aye: Rodolph, Martinez, Hulin, Adams

Nay: None

Mayor declared the motion carried.

4E. CONSIDER RESOLUTION NO 845 REGARDING COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY REVITALIZATION

Motion was made by Councilman Hulin and seconded by Councilman Martinez to approve Resolution No. 845 regarding the Community Development Block Grant Community Revitalization.

Mayor put the motion to a roll call vote:

Aye: Hulin, Martinez, Rodolph, Adams
Nay: None

Mayor declared the motion carried.

4F. CONSIDER APPROVAL OF CITIZENS PARTICIPATION PLAN FOR COMMUNITY DEVELOPMENT BLOCK GRANT

Motion was made by Councilman Martinez and seconded by Councilman Hulin to approve the Citizen's Participation Plan for the Community Development Block Grant.

Mayor put the motion to a roll call vote:

Aye: Martinez, Hulin, Rodolph, Adams
Nay: None

Mayor declared the motion carried.

AGENDA ITEM NO 5.COUNCIL REPORT

None

AGENDA ITEM NO. 6: MANAGER'S REPORT

None

AGENDA ITEM NO. 7 : AUDIENCE PARTICIPATION

None

AGENDA ITEM NO. 8: ADJOURNMENT

Moved by Councilman Hulin and seconded by Councilman Martinez to adjourn the meeting.

Mayor put the motion to a roll call vote:

Aye: Hulin, Martinez, Rodolph, Adams
Nay: None

Mayor declared the meeting adjourned at 6:10 p.m.

RESOLUTION NO. 844

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLINTON, OKLAHOMA, TO PROVIDE FUNDS TOWARD AND FOR THE COMPLETION OF THE 2015 COMMUNITY DEVELOPMENT BLOCK PROJECT.

BE IT RESOLVED, by the City Council of the City of Clinton to provide the amount \$ 37,500.00 as Matching Funds toward the 2015 Community Development Block (CDBG) project.

These funds are made available as listed:

Capital Improvement Fund: \$ 37,500.00

PASSED, APPROVED AND ADOPTED, by the City Council of the City of Clinton, Oklahoma, State of Oklahoma, this 17th day of February, 2015.



Seth Adams, Mayor

ATTEST:



Lisa Andes, City Clerk

(SEAL)

**COMMUNITY DEVELOPMENT BLOCK GRANT
COMMUNITY REVITALIZATION**

RESOLUTION 845

WHEREAS, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized by the Secretary of Housing and Urban Development, as representative of the United States of America, to grant to the State of Oklahoma funds and administrative responsibility for the "Small Cities Community Development Block Grant" program; and

WHEREAS, the Oklahoma Department of Commerce, pursuant to designation by the Governor as the administering agency of the Community Development Block Grant Program for Small Cities in Oklahoma, is directed to further the purposes of community development in the State, and is authorized and empowered to accept funds from the Federal Government or its agencies and to enter into such contracts and agreements as are necessary to carry out the functions of the Department; and

WHEREAS, the City of Clinton is a local unit of general purpose government that will provide opportunity for input by residents in determining and prioritizing community development needs through its written Citizen Participation Plan; and

NOW THEREFORE, BE IT RESOLVED by the City Council (Governing Body) that City of Clinton (Government Subdivision) desires to obtain assistance in community development and hereby requests the Oklahoma Department of Commerce to provide assistance under the policies, regulations, and procedures applicable to local communities in Oklahoma.

NOW THEREFORE, BE IT RESOLVED by the City Council (Governing Body) that City of Clinton (Government Subdivision) affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds if the City of Clinton (Government Subdivision) is awarded a Community Development Block Grant, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, and all empowered agencies thereof.

ADOPTED this 17th day of February, 2015, at a (regularly or specially) scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

Seth Adams, Mayor
(Type) Name and Title of Chief Elected Official

Feb. 17, 2015
Date

[Signature]
Signature of Chief Elected Official

[S E A L]

Attest:
Subscribed and sworn to before me February 17, 2015. My commission

expires March 18, 2017. Commission No. 01003853

[Signature]
Clerk Signature

COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY REVITALIZATION

CITY OF CLINTON CITIZEN PARTICIPATION PLAN

The City of Clinton intends to implement a citizen participation program for its Community Development Block Grant (CDBG) application process to accomplish the following objectives:

- A. Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in areas where CDBG funds are proposed to be used. This will be accomplished by:
 1. Providing frequent and timely public notice of CDBG program activities in the local newspaper and by posting at City Hall/County Courthouse.
 2. Adopting a comprehensive CDBG Statement of Needs.
 3. Conducting a Special Public Hearing to inform citizens of the proposed CDBG project and authorizing the Mayor to sign a CDBG application in a formal Council meeting.
- B. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to proposed and actual use of funds, including, but not be limited to:
 1. The amount of CDBG funds to be made available for the current fiscal year, if the proposed project is approved.
 2. The range of activities that may be undertaken with those funds.
 3. The estimated amount of those funds proposed to be used for activities that will benefit low and moderate income persons.
 4. The proposed CDBG activities likely to result in displacement and any anti-displacement and relocation plans developed by City of Clinton in accordance with Section 104(d)(1) and (2) of the Act.
 5. The basis on which City of Clinton may provide technical assistance to groups representative of persons of low and moderate income that may request assistance in developing proposals. The level and type of assistance to be provided is at the discretion of City of Clinton and does not necessarily include providing funding to such groups.
 6. This requirement will be accomplished by discussing the CDBG proposal during regular Council meetings and in one formal public hearing prior to the submittal of the City of Clinton CDBG application. During the hearing the five (5) items listed above will be explained to the public. Records of the CDBG process will be maintained in the City Hall/County Courthouse of City of Clinton by the Clerk and will be available upon request for review by the public. A brief summary of the proposed CDBG project will be available for public review after the Council has made its final selection.

COMMUNITY DEVELOPMENT BLOCK GRANT COMMUNITY REVITALIZATION

- C. Provide for a minimum of two (2) public hearings; one (1) prior to submission of the application for funding of the project for the purpose of obtaining citizen views and formulating or responding to proposals and questions, and the other end of the grant period if City of Clinton receives funding, that discusses City of Clinton accomplishments in relation to initial plans. The application stage hearing will include discussion of CDBG needs, and the development of activities being proposed for CDBG funding. There will be reasonable notice of all hearings, which will be scheduled for times and locations convenient to the potential and actual beneficiaries and which will accommodate the handicapped. Regularly scheduled Council meetings will not be used for this purpose.
1. This requirement will be met through scheduling a Special Public Hearing to discuss City of Clinton CDBG proposal. At this hearing, the proposed project will be reviewed for the public and further citizen input will be solicited. Notice will be given seven (7) to ten (10) days in advance of this hearing in the City of Clinton and by posting at the City Hall/County Courthouse. The hearing will be held in the early evening so those citizens who work may attend. A second hearing will be held at the end of the grant period if City of Clinton is funded in the CDBG process.
- D. Meet the needs of non-English speaking residents in those instances where a significant number of non-English speaking residents can reasonably be expected to participate in the CDBG process. For example: City of Clinton does not currently have a significant population of non-English speaking citizens. However, every effort will be made to accommodate the needs of any non-English speaking citizens who wish to participate.
- E. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously described in City of Clinton funding request and on activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location or beneficiaries.

The proposed seven (7) to ten (10) day notice for all public meetings and hearings in connection with City of Clinton CDBG application process is believed by City of Clinton to afford citizens with reasonable advance notice. In addition, if any change is proposed to the purpose, scope, location, or beneficiaries of the proposed project or if the CDBG project budget changes by more than 25%, the public will be notified and afforded an opportunity for additional input.

- F. Provide the place, telephone number, and times when citizens are able to submit written complaints or grievances and the process City of Clinton will use to provide a timely, written response to such complaints or grievances. For example: Citizens with comments or grievances on the CDBG process may submit them in writing or in person at the City Hall/County Courthouse during regular business hours or may call (phone number). The City of Clinton will respond to such comments or grievances within fifteen (15) working days, where practicable.

By formally adopting this Citizen Participation Plan, the Clinton City Council/Board of Commissioners accepts the responsibility for implementing its provisions. The Council further charges all employees and contractors with the responsibility of implementing this plan and living up to the spirit of the citizen participation requirements of the CDBG program.

**COMMUNITY DEVELOPMENT BLOCK GRANT
COMMUNITY REVITALIZATION**

Adopted this 17th day of February, 2015 by the City Council/Board of Commissioners of City of Clinton.



Chief Elected Official

ATTEST:



Clerk's Signature

Feb. 17, 2015

Date