

**CITY OF ADA
REGULAR MEETING**

Date: **December 16th, 2024 5:45 p.m.** Location: **231 S. Townsend, Ada Ok**
The Ada City Council met in the Dr. Ray L. Stout City Council Chamber.
Advanced public notice was given by posting the agenda on the City Hall bulletin board and posting on the City of Ada web site on December 13th, 2024, at 12:55 p.m.

COUNCIL MEMBERS PRESENT

Randy McFarlin	X	Yoli Vazquez	X	Karen Hudson	X
Holly Johnson	X	Don Griffith	X		

1. The meeting of the Ada City Council was called to order by Mayor McFarlin
2. The audience was led in the Pledge of Allegiance by Mayor McFarlin
3. The audience was asked to observe a moment of silence by Mayor McFarlin
4. Discussion of and action on Consent Agenda.
 - a. Consideration of the Minutes (November 18, 2024, 5:45 pm meeting).
 - b. Consideration of supplemental appropriations or transfer of appropriations within the General Fund budget.
 - c. Consideration of supplemental appropriations or transfer of appropriations within the Sub-Funds to the General Fund budget.
 - d. Consideration of supplemental appropriations or transfer of appropriations within the Special Revenue Funds budget.
 - e. Consideration of supplemental appropriations or transfer of appropriations within the Other Funds budget.
 - f. Consideration of Corporate Resolution with People’s Electric Cooperative to authorize execution of agreements on behalf of the City of Ada, Oklahoma.
 - g. Consideration of renewal of Generator Preventative Service Agreement with Elite Power Services, Inc.

Council Member Vazquez addressed the council regarding the ARPA funds information update.

Finance Director, Carl Turner stated that earmark instruction was given regarding the ARPA Compliance Reporting Deadlines for 12/31/24 and no action from Council would be needed at this time to comply.

Motion made by council member Johnson to approve the consent agenda. Motion seconded by council member Vazquez. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

5. Discussion of and action on items removed from the Consent Agenda.

No items removed from the Consent Agenda.

6. Discussion of and action on amendment to the Ada City Council 2025 Calendar Year Schedule of Regular Meetings.

City Manager, Tracy Roles advised the council that the July 14th 2025 council meeting date was scheduled in error and thereby needed a change to July 21st, 2025, to follow the normal, 1st and 3rd Monday of each month.

Motion made by council member Hudson to approve an amendment to the Ada City Council 2025 Calendar Year Schedule of Regular Meetings reflecting the change from July 14th 2025 council meeting date to July 21st, 2025. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

7. Discussion of and action on bids for concrete presented by Carl Turner, Finance Director.

Carl Turner advised the council that 1 bid was sent out and Dolese is the only concrete respondent at this time.

Motion made by council member Hudson to approve Dolese as the lowest and most responsible bid for Concrete for the City of Ada. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

8. Discussion of and action on bids for mineral aggregate presented by Carl Turner, Director of Finance.

Carl Turner advised the council that 4 bids were sent out and 3 were returned. Ada Aggregate was the lowest price and recommended for approval.

Motion made by council member Vazquez to approve Ada Aggregate as the lowest and most responsible bid for micro surfacing and mineral aggregate for the City of Ada. Motion seconded by council member Hudson. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

9. Discussion of and action on bids for material hauling presented by Carl Turner, Finance Director.

Carl Turner advised the council that seven bids were sent out and 3 were returned. Cowboy Trucking bid came in as the lowest bid and recommended for approval.

Motion made by council member Hudson to approve the bid for material hauling for Cowboy Trucking as the lowest and most responsible bid for the City of Ada. Motion seconded by council member Vazquez. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

10. Discussion of and action on a ninety-day extension until April 4th, 2025, for awarding of contract to lowest responsible bidder for construction/rehabilitation of Central Fire Station.

Frank Stout, City Attorney requested approval of a 90-day extension to continue to seek construction and rehabilitation for Central Fire Station. He stated that since we are using federal funds we have up to 90 days. Assistant City Manager, Angie Stout stated that this project was grant funded however there are still cost being worked out with the engineer.

Motion made by council member Johnson to approve a ninety-day extension until April 4th, 2025, for awarding of contract to lowest responsible bidder for construction/rehabilitation of Central Fire Station. Motion seconded by council member Vazquez. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

11. Discussion of and action on Americans with Disabilities Act (A.D.A.) annual report outlining completed A.D.A. accessibility projects and money expended (presented by Tommy Eaton, Parks and Public Facilities Director).

Tommy Eaton addressed the council to give the annual report outlining the A.D.A. compliant projects for the last year. The total expended this year was about \$50,000.

Motion made by council member Hudson to accept the Americans with Disabilities Act (A.D.A.) annual report outlining completed A.D.A. accessibility projects and money expended. Motion seconded by council member Vazquez. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

12. Discussion of and action on a Preliminary Plat approval for North Ridge Addition for the following property:

A part of the E/2 SE/4 SW/4 of Section 16, Township 4 North, Range 6 East, more particularly described as follows: Beginning at a point 285.00 feet North of the Southeast corner of said E/2 SE/4 SW/4; thence continuing North along East line of said E/2 SE/4 SW/4 a distance of 335.6 feet; thence N 89°45' W a distance of 330.0 feet; thence N 0°00' E a distance 660.0 feet to a point 40.0 feet South of the North line of the SE/4 SW/4; thence N 89°45' W and parallel to the North boundary line of said E/2 SE/4 SW/4 a distance of 329.8 feet to the West boundary line of said E/2 SE/4 SW/4; thence South along the West line of said E/2 SE/4 SW/4 a distance of 1280.6 feet to the Southwest corner of said E/2 SE/4 SW/4; thence East along the South boundary line of said E/2 SE/4 SW/4 a distance of 449.6 feet to a point 210.0 feet West of the Southeast corner of said E/2 SE/4 SW/4; thence N 0°00' E a distance of 285.00 feet; thence S 89°50' E a distance of 210.00 feet to the point of beginning. Containing 13.02 acres, more or less.

The property is generally located at 3411 North Broadway.

Staci Bungard addressed the council regarding the preliminary plat for the Chickasaw Nation. Staff recommends approval with the following contingencies. All utility easements must be finalized and shown on final plat and the city PRT team will work to determine the jurisdictional responsibility of tower road prior to final plat stage.

Motion made by council member Hudson to approve a Preliminary Plat approval for North Ridge Addition for the following property: A part of the E/2 SE/4 SW/4 of Section 16, Township 4 North, Range 6 East, more particularly described as follows: Beginning at a point 285.00 feet North of the Southeast corner of said E/2 SE/4 SW/4; thence continuing North along East line of said E/2 SE/4 SW/4 a distance of 335.6 feet; thence N 89°45' W a distance of 330.0 feet; thence N 0°00' E a distance 660.0 feet to a point 40.0 feet South of the North line of the SE/4 SW/4; thence N 89°45' W and parallel to the North boundary line of said E/2 SE/4 SW/4 a distance of 329.8 feet to the West boundary line of said E/2 SE/4 SW/4; thence South along the West line of said E/2 SE/4 SW/4 a distance of 1280.6 feet to the Southwest corner of said E/2 SE/4 SW/4; thence East along the South boundary line of said E/2 SE/4 SW/4 a distance of 449.6 feet to a point 210.0 feet West of the Southeast corner of said E/2 SE/4 SW/4; thence N 0°00' E a distance of 285.00 feet; thence S 89°50' E a distance of 210.00 feet to the point of beginning. Containing 13.02 acres, more or less. The property is generally located at 3411 North Broadway. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

13. Discussion of and action on the Approval of a Lot Split in a platted subdivision for certain property within the City of Ada, Oklahoma.

Proposed Tract One: The North 80 feet of Lot 1 of Block 129 to the Original Town of Ada, Pontotoc County, Oklahoma.

Proposed Tract Two: The South 60 feet of Lot 1 of Block 129 to the Original Town of Ada, Pontotoc County, Oklahoma.

The property is addressed as both 401 W. 15th and 511 S. Cherry and there are two (2) existing single-family residences on the land.

Staci Bungard, Director of Community Development addressed the council on the lot split and the desire to sell the properties individually.

Motion made by council member Johnson to approve a Lot Split in a platted subdivision for certain property within the City of Ada, Oklahoma. Proposed Tract One: The North 80 feet of Lot 1 of Block 129 to the Original Town of Ada, Pontotoc County, Oklahoma. Proposed Tract Two: The South 60 feet of Lot 1 of Block 129 to the Original Town of Ada, Pontotoc County, Oklahoma. The property is addressed as both 401 W. 15th and 511 S. Cherry and there are two (2) existing single-family residences on the land. Motion seconded by council member Griffith. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

14. Discussion of and action on Ordinance Amending Section 18-71 of the City of Ada, Oklahoma Code of Ordinances, titled, "Electric Code Adopted"; Providing for Severability; and Declaring an Emergency (presented by Staci Bungard, Director of Community Services).

Staci Bungard addressed the council on electric code changes made by the state and the requirements for the City of Ada to follow the state codes as outlined by the OUBCC.

Motion made by council member Hudson to approve Ordinance 24-15 Amending Section 18-71 of the City of Ada, Oklahoma Code of Ordinances, titled, "Electric Code Adopted"; Providing for Severability; and Declaring an Emergency Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:

AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

(If passed, must consider Emergency Clause.)

Motion made by council member Hudson to invoke the emergency clause. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

15. Discussion of and action on Professional Services Agreement with SRB Engineering to develop a Master Plan for the City of Ada Water Delivery System (presented by Shelly Williams, Director of Engineering).

Council Member Hudson inquired on the last time a master plan was done for the City of Ada. Shelly Williams, Director of Engineering stated that it has been a long time. Angie Stout stated that the master plan was needed to determine growth and density for water delivery. There would be work with Chickasaw Nation, Mercy and others to analyze the data for making the best decisions in the future.

Motion made by council member Johnson to approve the Professional Services Agreement with SRB Engineering to develop a Master Plan for the City of Ada Water Delivery System. Motion seconded by council member Hudson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

16. Discussion of and action on Professional Services Agreement with Plummer Engineering on Master Plan for Wastewater Treatment and Water Reuse (presented by Shelly Williams, Director of Engineering).

Gary Kinder addressed the council on the data sharing between the wastewater and the water reuse projects. The data will be good to determine growth and development for the east side. This is funded by EPA grant.

Motion made by council member Hudson to approve Professional Services Agreement with Plummer Engineering on Master Plan for Wastewater Treatment and Water Reuse. Motion seconded by council member Vazquez. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

17. Discussion of and action on CDBG Admin Agreement with Parkhill for administrative services on FY-2024 CDBG Glenwood Park Improvements Project (presented by Tommy Eaton, Parks and Public Facilities Director).

Tommy Eaton addressed the council on the contract for Millie Vance, with Parkhill to administer the CDBG grant for Glenwood Park improvements project, including fencing, sidewalk relocation and lighting.

Motion made by council member Johnson to approve contract for CDBG Admin Agreement with Parkhill for administrative services on FY-2024 CDBG Glenwood Park Improvements Project. Motion seconded by council member Hudson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

18. Discussion of and action on an Ordinance 24-09 Amending Section 2-64, titled "Salaries Generally", of the Code of Ordinances of the City of Ada, Oklahoma and declaring an emergency. (Presented by Tracy Roles, City Manager)

City Manager Tracy Roles addressed the council on the amendment of Salaries Generally to include the updating and cleanup of titles and alignment of levels.

Motion made by council member Johnson to approve Ordinance 24-09 Amending Section 2-64, titled "Salaries Generally", of the Code of Ordinances of the City of Ada, Oklahoma and declaring an emergency. Motion seconded by council member Vazquez. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

(If passed, must consider Emergency Clause.)

Motion made by council member Vazquez to invoke the emergency clause. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

19. Executive session to discuss the purchase or appraisal of real property [as provided in Title 25, O.S. Section 307(B)(3)].

Mayor McFarlin advised the council that, with no objection item number 19 would be skipped and council would return to this item.

Motion made by council member Hudson to recess the Ada City Council. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

The Ada City Council recessed at 6:23 p.m.

Motion made by council member Hudson to reconvene the Ada City Council. Motion seconded by council member Johnson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

The Ada City Council reconvened at 6:28 p.m.

Motion made by council member Johnson to enter executive session. Motion seconded by council member Hudson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

The Ada City Council entered executive session at 6:28 p.m.

Motion made by council member Griffith to reconvene the Ada City Council from executive session. Motion seconded by council member Hudson. Mayor McFarlin called for a vote and the result was as follows:			
AYE:	Johnson, Vazquez, McFarlin, Griffith, Hudson	NAY:	None
Motion Carried	5-0		

The Ada City Council reconvened the regular meeting from executive session at 7:03 p.m.

20. Reports by City Manager and/or City Staff.

Lisa Bratcher, PIO addressed the council on the “All Things Christmas” and the Icetown ice skating available downtown until December 22nd.

Tracy Roles introduced Dean Costales as the new Community Advancement and Growth Director.

21. Persons to be heard on any matter not on the agenda.

No other persons to be heard on any matter not on the agenda.

22. Adjournment.

Mayor McFarlin adjourned the Ada City Council at 7:03 p.m.



Attest: 
Heather Heard, City Clerk


Randy McFarlin, Mayor