**MINUTES**

Special Meeting – City of Anadarko

Anadarko City Hall

501 W. Virginia, Anadarko, Oklahoma

Tuesday, July 8th, 2014 at 6:00pm

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| 1. **PRELIMINARY** |
| * 1. Invocation and Flag Salute |
| * 1. Call to Order   2. Roll Call   City Clerk called the roll:  Vice Mayor Wesley Callahan Present  Ward 1 Rufus Vance Present  Ward 2 Rodney Pedersen Present  Ward 3 Jeremy Hall Present  Ward 4 JJ Vance Present  Ward 5 Stephanie Novotny Present  Mayor Jerry Marcum Present  John Demoran - Staff: Rocky Rogers, City Manager; Jo Spanglehour, City Clerk; and Regina Jones, Police Sargent |
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* 1. Hearing Session/Citizen Presentation

*The Procedures to follow if you address the council are: The Council requests that you express your ideas in five minutes or less and refrain from any personal attacks or derogatory statements about any City employee, a fellow citizen, or anyone else, whether in the audience or not. The Mayor will limit discussion whenever he deems such an action appropriate to the proper conduct of the meeting. At the conclusion of an open call to the public, individual members of the Council may ask Staff to review a matter or may ask that a matter be put on a future agenda. However, members of the Council shall not discuss or take legal action on any matters during an open call to the public unless the matters are properly noticed for discussion and legal action.*

1. **AGENDA** 
   1. The Mayor and City Council shall discuss and take action

to clarify the City’s Purchasing Policy specified in City

Charter/Code – Article XVIII – General Provisions – Section

18.2 and Section 18.3 – Contract Negotiations and Signing

Authority

Rocky read the above portions of the Charter to the council. He discussed the fact that it has been 20 years since the purchase amount without prior council approve has occurred and requested that the council consider raising the limit. After discussion, the council agreed that they would consider a request to increase the limit to $6000.00.

* 1. The Mayor and the City Council shall discuss and take action

to clarify the City’s Purchasing Policy specified in City

Charter/Code – Chapter 9, 1-9-1A and 1-9-1B – Purchasing Policy

Rocky suggested that the council consider allowing the City Clerk or Department Manager open sealed bids during a public meeting (prior to a council meeting), review the bids and then present the bids to the council. After discussion, the council’s consensus was that they wanted the process to remain in its current format.

* 1. The Mayor and the City Council shall discuss and take action to

clarify the City’s Policy regarding Agenda Format. Consent

Agenda Items

Rocky discussed the option of streamlining the agenda format by including non-controversial items such as contacts to the consent agenda. After much discussion, the council determined that the only items that they want on the consent agenda are:

* Minutes
* Check Reconciliations
* Financial Statements
* Proclamations

Council expressed that they wanted all Chamber of Commerce related items to be placed on a separate line item.

* 1. The Mayor and the City Council shall discuss and take action

to clarify the City’s Policy regarding City Chartered Boards and

their individual requirements.

Rocky discussed the fact that many of the city chartered boards have not met on a regular basis and some not for several years. He asked for the council’s direction. The council asked that the City review each board, their activity; determine the necessity of the board, and to return to the council with their recommendations.

Additionally, the council asked that the city look at the ordinances regarding the city owned property functions, administration policy, and fees propose appropriate changes.

* 1. The Mayor and the City Council shall discuss and take action

to clarify the City’s Policy regarding Grants.

Rocky discussed the city’s grant policy. He recommended that if a grant application did not require council resolution signatory approval and council’s approval of matching funds; that the city should be allowed to pursue the grant without obtaining approval prior to submission of the grant application. The council agreed that this change would be acceptable and that the city could recommend this change.

1. **City Manager’s Report**

* Announced that the Library I holding a book fair
* Rocky met with Brad Murth; he explained that the project was moved to July 2015
* Rocky discussed the camping pad and equipment at the park. He mentioned that we needed to consider budgeting for improvements.

1. **Comments by Council Members**
2. **New Business**
3. **Adjourn**

**Motion was made by Jeremy Hall and seconded by JJ Vance to adjourn.**

Vice Mayor Wesley Callahan Aye Ward 1 Rufus Vance Aye Ward 2 Rodney Pedersen Aye

Ward 3 Jeremy Hall Aye Ward 4 JJ Vance Aye Ward 5 Stephanie Novotny Aye

Mayor Jerry Marcum Aye Motion Passed

**IN WITNESS WHEREOF,** I hereunto subscribed by name as Mayor of the City of Anadarko and have caused the stamp or seal of said council to be hereunto affixed to this 14th Day of July, 2014. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Jerry Marcum, Mayor

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ATTEST: Jo Spanglehour, City Clerk