

**BOARD OF CITY COMMISSIONERS
REGULAR MEETING**

December 9, 2024

6:00 P.M.

**COUNCIL CHAMBERS
113 N ELM ST
SALLISAW, OK 74955**

****AMENDED****

A G E N D A

“POSSIBLE ACTION” INCLUDES, BUT IS NOT LIMITED TO, APPROVAL, AUTHORIZATION, ADOPTION, REJECTION, DENIAL, AMENDMENT, TAKING NO ACTION, OR TAKING THE ITEM FOR DISPOSITION AT A LATER DATE OR TIME.

- 1. Meeting called to order**
- 2. Declaration of a quorum**
- 3. Discussion and possible action on removal of any item from the consent agenda**
- 4. Discussion and possible action on consent agenda**
 - (a) Possible action on regular minutes of November 12, 2024, and special minutes of November 19, 2024
 - (b) Possible action on invoice paid report for November 2024
 - (c) Possible action on Brushy Lake Park Campground and Lake Use policy, Revision 2
- 5. Discussion and possible action on any item removed from the consent agenda**
- 6. Presentation of Oklahoma Municipal League's 25-Year Service Award to Lee Risley, and Jarod Vinson**

- 7. Receive Presentation of FY 2024 Audit from Jana A Walker, CPA, PLLC**
- 8. Discussion and possible action on Mayor's appointment of Mr. Nick Grant to the position of Municipal Judge with an annual salary of \$31,200.00 plus benefits**
- 9. Receive presentation from Mr. Todd Martin concerning Northeastern Health Systems - Sequoyah; and possible direction to staff**
- 10. Receive presentation from Daryl Legg, Cherokee Nation Tribal Council District 6, concerning possible donation of unused City property to Cherokee Nation for construction of homes; and possible direction to staff**
- 11. Receive presentation from Ms. Jeannie Richardson; she would like to request that the City start the process of applying for a Transportation Alternatives Program Grant for sidewalks; and possible direction to staff**
- 12. Receive presentation from Ms. Debora Gable: she would like to request a shelter expansion at the Sallisaw Animal Care Facility be considered in the FY 26 budget; and possible direction to staff**
- 13. Conduct Public Hearing to Determine if the Property Located at 304 East Iola is a Public Nuisance; Case #12-24-1C, Condemnation of Dilapidated Structure**
- 14. Discussion and possible action on Civic Plus Statement of Work (SOW) Agreement in the amount of \$19,712.34 to provide permitting and licensing software**
- 15. Possible action to convene to Executive Session for discussion concerning the employment and proposed contract of a City Manager, in accordance with 25 O.S. § 307 B(1)**
- 16. Possible action to convene to Regular Session**
- 17. Possible action or direction pursuant to Executive Session concerning the employment of a City Manager**
- 18. Discussion and possible action on the proposed City Manager Contract**

- 19. Receive update on current and future projects**
- 20. Receive update on the financial status of the city and activities of the finance department**
- 21. Administrative reports**
- 22. Adjourn**

Posted: 12/06/2024

Time: 1:20 P.M.

KIM JAMISON

MINUTES
BOARD OF CITY COMMISSIONERS
REGULAR MEETING
NOVEMBER 12, 2024

The Board of City Commissioners met in a regular meeting on November 12, 2024, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; emailing KXXMX; by posting at city hall on November 8, 2024, at 1:35 p.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens, Kenny Moody, Josh Bailey, Julian Mendiola, Brad Hamilton,	Mayor Member, Ward 1 Member, Ward 2 Member, Ward 3 Member, Ward 4
Members absent:	None	
Staff present:	Jordan Pace, Kim Jamison, Robin Haggard, Keith Miller, Ben Spyres, Clint Smith, CJ Eppler, Caleb Dotson,	City Attorney City Clerk Director of Finance/Interim City Manager Building Development Director Computer Technician IT Manager Superintendent - WWTP Patrolman
Others present:	Lynn Adams; John Honeycutt; Pamela Gay; Philip Gay; Jeannie Richardson; Roderick Dukes; Michael Hogan; Shane Walker; Howard Copeland; Others Unidentified.	

1. Meeting called to order

Mayor Martens called the meeting to order. The meeting began at 6:00 p.m.

2. Declaration of a quorum

A quorum was declared present.

3. Discussion and possible action on removal of any item from the consent agenda

None.

4. Possible action on consent agenda

a Consider approval of minutes of special meeting of October 10, 2024, regular minutes of October 14, 2024, and special minutes of October 28, 2024

b Consider approval of Invoice paid report for October 2024

Motion was made by Mendiola, seconded by Bailey, for approval of the consent agenda.
Vote: Mendiola aye; Bailey aye; Moody aye; Hamilton aye; Martens aye. Motion carried 5-0.

5. Discussion and possible action on any item removed from the consent agenda

None.

6. Receive presentation from Mr. Howard Copeland concerning search for a shooting range; and possible direction to staff

Mr. Copeland began his presentation by noting how a shooting range could benefit the people.

- Firearms sales in Oklahoma for 2023 were \$325,700 (does not represent private sales).
- Firearm purchases nationwide were 5.5 million in the first five (5) months of 2024. 107,102 in Oklahoma.
- Sallisaw had no public gun ranges.
- More and more gun owners have limited resources to learn proper safe handling of firearms.
- Oklahoma firearms laws are quickly changing. More people are choosing to carry a firearm on their person.
- Sallisaw needs a place where firearms training and practice can be performed.
- Sallisaw offers nothing in the area of shooting sports for our youth or adults.
- Facilitate a place for the people to assemble and learn how to operate firearms

safely.

- Continuing education on firearms statutes.
- Facilitate a location for firearms competitions United States Practical Shooting Association (USPSA events).
- Bring in tax revenue and support for local sporting goods businesses.

Objective - To provide a safe local location for hunters, youth training, and marksman to practice. He mentioned the advantages and challenges. And mentioned the State statute pertaining to gun ranges and gun clubs. Potential solutions for operation (of a shooting range): gun club; City operated (indoor or outdoor); State Department of Wildlife. He asked that a committee be formed to discuss these options and other options and have the committee return to Council to present their recommendations in either 60 or 90 days.

Council gave no direction.

7. Discussion and possible action on Supplemental Watershed Plan No. 7 and Environmental Evaluation for the Sallisaw Creek Watershed between the Natural Resources Conservation Service Acquisition & Procurement Division - Section 3 in Cooperation with Adair County Conservation District and City of Sallisaw, et al.

Motion was made by Mendiola, seconded by Bailey, for approval of Supplemental Watershed Plan No. 7 and Environmental Evaluation for the Sallisaw Creek Watershed.

Vote: Mendiola aye; Bailey aye; Moody aye; Hamilton aye; Martens aye. Motion carried 5-0.

8. Discussion and possible action on Ordinance 2024-07; AN ORDINANCE AMENDING THE EMPLOYEE RETIREMENT SYSTEM, DEFINED BENEFIT PLAN FOR THE CITY OF SALLISAW, OKLAHOMA BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CITY OF SALLISAW, OKLAHOMA; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; PROVIDING FOR REPEALER AND SEVERABILITY; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE.

Motion was made by Moody, seconded by Hamilton, for approval of Ordinance 2024-07.

Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

9. Discussion and possible action on Purchase Order No. 102823, issued to Lattimore Welding, which was \$5,370.00 above the previously approved amount for weir replacement at the Sallisaw Wastewater Treatment Plant

Motion was made by Bailey, seconded by Hamilton, for approval of Purchase Order No. 102823 (an increase of \$5,370.00 over the previously approved amount). Vote: Bailey aye; Hamilton aye; Moody aye; Mendiola aye; Martens aye. Motion carried 5-0.

10. Possible action to convene to Executive Session to discuss the employment, hiring, and appointment of a City Manager and Municipal Judge, in accordance with 25 O.S. § 307 B(1)

The City Attorney recommended moving to Executive Session. Motion was made by Mendiola, seconded by Bailey, to move to Executive Session. Vote: Mendiola aye; Bailey aye; Moody aye; Hamilton aye; Martens aye. Motion carried 5-0. Executive Session began at 6:16 p.m.

11. Possible action to convene to Regular Session

Motion was made by Mendiola, seconded by Hamilton, to reconvene to Regular Session. Vote: Mendiola aye; Hamilton aye; Moody aye; Bailey aye; Martens aye. Motion carried 5-0. Regular Session reconvened at 6:51 p.m.

12. Possible action or direction pursuant to Executive Session concerning the vacant City Manager position

Motion was made by Moody, seconded by Hamilton, for no action or direction pursuant to Executive Session. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

13. Possible action or direction pursuant to Executive Session concerning the vacant Municipal Judge position

Motion was made by Mendiola, seconded by Hamilton, for no action or direction pursuant to Executive Session. Vote: Mendiola aye; Hamilton aye; Moody aye; Bailey aye; Martens aye. Motion carried 5-0.

14. Possible action on Municipal Court Judge Agreement for temporary Municipal

Judge position

Motion was made by Moody, seconded by Hamilton, for approval (of agreement) to hire Ronald Lawson as temporary Municipal Judge. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0.

15. Receive update on current and future projects

The Building Development Director gave an update, for informational purposes only.

16. Receive update on the financial status of the city and activities of the finance department

The Finance Director gave an update, for informational purposes only.

17. Administrative reports

From the Administrative Reports included in the agenda, the Interim City Manager mentioned the South Cedar Project; storm sirens; and landfill cell 8. She gave an update on the soccer fields, the engineers are wrapping up everything and the final review is set for the week of the 18th. Hopefully, we can bid after Thanksgiving and award a bid after the 1st of the year. Commissioner Mendiola stated that the lights on the sign at the entrance of the sports complex looked good. Mayor Martens thanked everyone involved for the handling of how the storm sirens went off during a recent storm.

18. Adjourn

Motion was made by Moody, seconded by Hamilton, to adjourn. Vote: Moody aye; Hamilton aye; Bailey aye; Mendiola aye; Martens aye. Motion carried 5-0. The meeting ended at 7:01 p.m.

Approved the 9th day of December, 2024.

Ernie Martens, Mayor

ATTEST:

Kim Jamison, City Clerk

(SEAL)

MINUTES
BOARD OF CITY COMMISSIONERS
SPECIAL MEETING
NOVEMBER 19, 2024

The Board of City Commissioners met in a special meeting on November 19, 2024, in the Council Chambers, 113 N. Elm Street, Sallisaw. Notice of the meeting was given by emailing to Sequoyah County Times; emailing KXXM; by posting at city hall on November 13, 2024, at 11:20 a.m.; by posting on the city's website; and, by giving notice to the City Clerk.

Members present:	Ernie Martens, Kenny Moody, Josh Bailey, Julian Mendiola, Brad Hamilton,	Mayor Member, Ward 1 Member, Ward 2 Member, Ward 3 Member, Ward 4
Members absent:	None	
Staff present:	Jordan Pace, Kim Jamison, Robin Haggard,	City Attorney City Clerk Director of Finance/Interim City Manager
Others present:	Lynn Adams; Steve Whitlock; Shane Walker; John Honeycutt; Philip Gay; Pamela Gay; Gladis Lewis; Others Unidentified.	

1. Meeting called to order

Mayor Martens called the meeting to order. The meeting began at 5:30 p.m.

2. Declaration of a quorum

A quorum was declared present.

3. Possible action to convene in Executive Session for the purpose of conducting interviews of selected applicants who have submitted applications for the position of City Manager; as authorized by Title 25 O.S. § 307(B) (1)

At the City Attorney's recommendation, motion was made by Mendiola, seconded by Moody, to convene to Executive Session. Vote: Mendiola aye; Moody aye; Bailey aye; Hamilton aye; Martens aye. Motion carried 5-0. Executive Session began at 5:30 p.m.

4. Possible action to reconvene to Regular Session

Motion was made by Mendiola, seconded by Moody, to reconvene to Regular Session. Vote: Mendiola aye; Moody aye; Bailey aye; Hamilton aye; Martens aye. Motion carried 5-0. Regular Session reconvened at 7:59 p.m.

5. Possible direction or action pursuant to Executive Session regarding filling the vacancy of City Manager position

Motion was made by Hamilton, seconded by Bailey, for no direction or action (pursuant to Executive Session). Vote: Hamilton aye; Bailey aye; Moody aye; Mendiola aye; Martens aye. Motion carried 5-0.

6. Adjourn

Motion was made by Moody, seconded Bailey, to adjourn the meeting. Vote: Moody aye; Bailey aye; Mendiola aye; Hamilton aye; Martens aye. Motion carried 5-0. The meeting ended at 7:59 p.m.

Ernie Martens, Mayor

ATTEST:

Kim Jamison, City Clerk

(SEAL)

CITY OF SALLISAW ADMINISTRATIVE POLICY		Policy Number:	1.006.00	Revision	2
		Effective Date	12.09.2024		
Subject:	Brushy Lake Park Campground and Lake Use				
Department(s):	Parks				

Purpose

The purpose of this policy is to outline rules and regulations for the use of Brushy Lake Park to ensure each visitor's safety and comfort.

Background

Brushy Lake Park is a beautiful park owned and maintained by the City of Sallisaw. It is provided for the enjoyment of everyone who utilizes the park. The park has campsites for overnight stay, day use picnic areas, rental pavilions, and a beautiful lake. It is the goal of the City of Sallisaw to provide a family friendly park. For safety, and security of our visitors, hunting **is not** allowed at Brushy Lake Park or on the city's surrounding property.

Policy

Section 1: General Rules of the Lake and Park

1. Fishing shall be governed by the regulations of the Oklahoma Department of Wildlife.
2. While on the lake, boaters are to obey the maximum lake speed of 15 MPH.
3. No Jet Skis, Tubing or Skiing are allowed on the lake.
4. Day users of the park are to use the picnic tables and restrooms specifically identified for *day use*.
5. No alcoholic beverages, glass containers or fireworks.
6. All vehicles, including golf carts, four-wheelers, and ATVs, shall be driven or parked on paved areas only. Drivers are to obey the posted speed limit of 5 MPH.
7. All trash is to be placed in dumpsters and/or barrels as provided.
8. All pets must be penned, caged or on a leash no longer than six feet. No more than three pets. Park users shall be responsible for clean up after their pets
9. If dogs bark excessively or disturb other campers, they will be asked to leave the park area.
10. Keep campfires small and within the structure provided and do not burn trash or food waste. Never leave fires unattended.
11. No water inflatables.
12. The park is recognized as a public park. Under no circumstances will the park be rented or leased to an organization where the use of the park would prohibit public access.

Section 2: Camping

1. Campers at Brushy Lake Park shall abide by all rules posted in the park and the rules of this policy.
2. Camping fees, as stated in the City of Sallisaw Master Fee Schedule, must be paid within one (1) hour of occupying a campsite. Camping fees are non-refundable and cannot be transferred to others. Once a campsite is selected, campers may use the payment kiosk in the lower section of the park to complete their camping form and payment. Campers shall use the instructions provided at the payment kiosk.
 - a) If paying by check, the camper shall make the check payable to the City of Sallisaw. In addition, the camper's name, address, driver's license number, state of issue and phone number shall be noted on the check or the camping form provided.
 - b) Once paid, camper shall place the payment in the payment kiosk and place the receipt portion of the form on the rearview mirror of vehicle, or on the camper with information easily seen from the road.
 - c) Campers who are occupying a space that has not been paid for, will be requested to pay immediately or to leave the park. If a camper refuses to leave, the proper law enforcement authorities shall be contacted.
3. Camping fees do not include use of pavilions. Pavilions may be reserved by contacting the City of Sallisaw.
4. Camping is for RV and tents only. No camping is allowed in the open or in any type of vehicle unless prior approval is received from the City.
5. No more than two sleeping units per campsite shall be allowed. No more than two vehicles per campsite shall be allowed unless prior approval is received from the City.
6. For the camping season days of March 1st thru October 31st, a 14-day maximum stay limit shall be enforced. Camping days outside this time period shall be limited to 21 days.
7. Quiet hours of the park are from 10:00 p.m. to 6:00 a.m.

Section 3: Pavilion Rental

1. Advance reservation of the picnic pavilion is required. To reserve the pavilion, park users must call City Hall at (918) 775-6241, during regular business hours. Once reserved, the person or group reserving the pavilion is responsible for placing reserve sign at the pavilion.
2. Rental fees shall be those noted in the City of Sallisaw Master Fee Schedule. Rental fees are non-refundable and cannot be transferred to others.
3. Pavilion may be used between the hours of 6:00 a.m. and 10:00 p.m. daily.
4. All users of the pavilion must clean the area used and dispose of all trash in the provided receptacles.

References: NA

Rescission Date: NA

This policy shall remain in effect until rescinded or otherwise modified and approved by the Board of City Commissioners.

Mayor, City of Sallisaw Date: _____

City Manager, City of Sallisaw Date: _____

Attest:

City Clerk Date: _____

Revision History: 12/09/2024

AGENDA ITEM COMMENTARY

Meeting Date: December 9, 2024
Board: Board of City Commissioners
Subject: 25-Year Service Award

ITEM TITLE: Presentation of Oklahoma Municipal League's 25-Year Service Award to Lee Risley, and Jarod Vinson

INITIATOR: City Clerk

STAFF INFORMATION SOURCE: City Clerk

BACKGROUND: Each year, the Oklahoma Municipal League recognizes municipal employees across the state of Oklahoma who have completed 25 years of service during the previous year. They began their careers as follows:

Risley - 10/12/1999
Vinson - 12/15/1999

EXHIBITS:

KEY ISSUES: None.

FUNDING SOURCE: N/A

RECOMMENDATION: N/A



The Sallisaw Neighborhood Association is committed to fostering a collaborative and engaged community by amplifying residents' voices. We partner with residents, organizations, and local leaders to ask meaningful questions, identify community needs, and support actionable plans that enhance the well-being and vitality of our neighborhoods and community.



Transportation Alternatives Program

2024 Edition

Matt VanAuken
Transportation Alternatives
(TA)

Program Manager
Oklahoma Department of Transportation
200 N.E. 21st Street Oklahoma City, OK
73105

Phone: (405) 436-3734
Email: mvanauken@odot.org

The TA program
provides funding
for non-
motorized
transportation



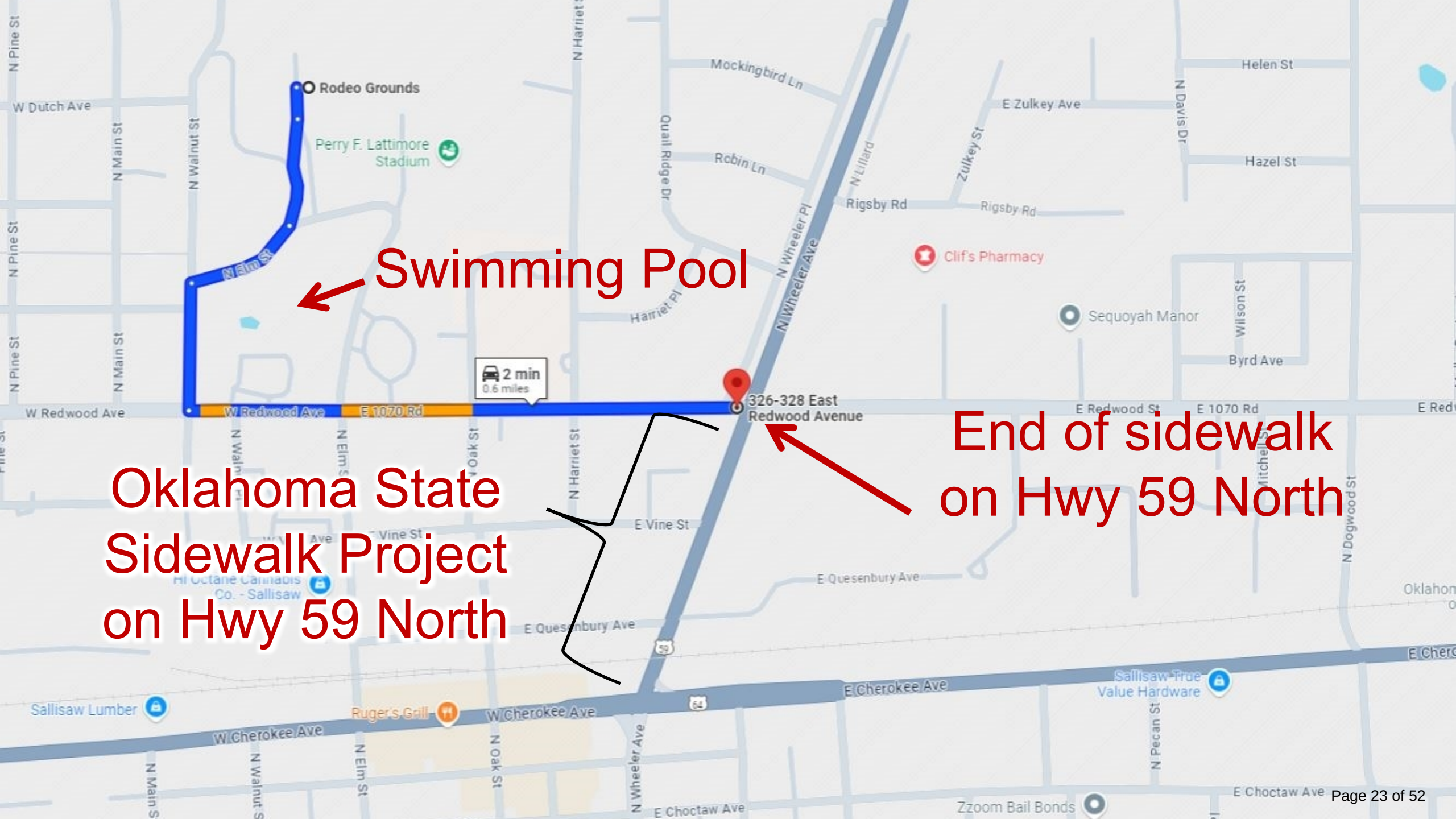


Sallisaw's
population
size allows
for up to 1.2
million per
project

Oklahoma State Sidewalk Project on Hwy 59 North

End of sidewalk
on Hwy 59 North

Beginning of sidewalk on
Hwy 59 North



Swimming Pool

End of sidewalk
on Hwy 59 North

Oklahoma State
Sidewalk Project
on Hwy 59 North

Beginning of sidewalk on
Hwy 59 North

Sports Complex



Average cost
of
bike-walking
trails is
1 million
per mile



Bike
companies
can provide
bikes for rent.



Shelters
can
provide
comfort
and
safety.



Larger shelters
can serve as
meeting places,
information
hubs, and offer
various other
benefits.



The background of the slide is a dark, textured surface filled with numerous question marks of varying sizes and shades of gray and brown. Some question marks are in sharp focus, while others are blurred, creating a sense of depth. In the center, the word "Questions" is written in a large, white, sans-serif font, followed by three question marks "???" in the same style. The text has a subtle glow effect.

Questions???

AGENDA ITEM COMMENTARY

Meeting Date: December 9, 2024
Board: Board of City Commissioners
Subject: Condemnation of Dilapidated Structure

ITEM TITLE: Conduct Public Hearing to Determine if the Property Located at 304 East Iola is a Public Nuisance; Case #12-24-1C, Condemnation of Dilapidated Structure

INITIATOR: Building Development

STAFF INFORMATION SOURCE: Building Development

BACKGROUND: The structure upon this property has been without active utilities including running water since April 2024. It was housing one known occupant and several dogs. The structure shows to be in a state of decay due to lack of upkeep. Mold and large amounts of garbage are noticeable inside. All flooring contains approximately ½” to 1” or more of compacted and layered fecal matter. The Building Development Department has a safety concern for the residents in that area and the public in general. It is Building Development’s opinion that this structure is detrimental to the health, safety, and the welfare of the public, being that it is not fit for human occupancy and is beyond repair and should be removed.

EXHIBITS:

1. Condemnation letter-Hall
2. Deed pdf
3. county report
4. county map pdf
5. Iola House

KEY ISSUES: The structure is vacant and presents a safety hazard.

FUNDING SOURCE: N/A

RECOMMENDATION: Recommend that Case No. 12-24-1C be declared a public nuisance and direct staff to abate nuisance.

**NOTICE FOR
CONDEMNATION OF DILAPIDATED BUILDING
11O.S. 22-112**

**TO: Evelyn J Hall
470874 E 1030 Rd
Sallisaw OK 74955**

**Case #12-24-1C
24-000130**

You are hereby notified in accordance with 11 Oklahoma Statutes 22-112 and amendments thereto, that a hearing will be held before the Board of Commissioners of the City of Sallisaw, Sequoyah County, Oklahoma to determine if the property is dilapidated and has caused the property to become detrimental to the health, benefit and welfare of the general public and the community, or if said property creates a fire hazard to other property.

Upon a finding by the Commission that the condition of the property constitutes a detriment or hazard, and that the property would be benefited by the removal of such conditions, the City will enter on the property to cause the dilapidated building to be torn down and removed and perform the necessary duties as a governmental function of the City.

In the event the City performs such services, a statement for the actual cost of said services will be forwarded to you for payment. If said statement is not paid in accordance to 11 O.S. 22-112, the City of Sallisaw shall cause a notice of lien to be filed with the County Clerk against said property for cost due and owing the city.

Your cooperation in correcting this matter prior to the hearing date is requested. Inspection of the property will be made within twenty-four (24) hours prior to the hearing date and time. If this matter is corrected prior to the below hearing date, the action will be dismissed. Please attempt to correct the situation so as to avoid incurring an assessment by the City.

Hearing before the Board of Commissioners to be at 6:00 o'clock p.m. on December 9th, 2024, in the Sallisaw Municipal Complex for the following described real property:

304 E Iola Ave, SALLISAW, OKLAHOMA 74955

Legal Description: LOT 4, BLOCK 2 JIMMIE ROGERS IN THE CITY OF SALLISAW, SEQUOYAH COUNTY, OKLAHOMA. MOBILE HOME INFORMATION 1981 HORNETTE VIN# (not legible) TITLE# (unknown)

This notice issued, posted and mailed on 22 November 2024.

By: _____
Travis Buchanan, Code Enforcement Officer

CITY OF SALLISAW

PO BOX 525

SALLISAW, OK 74955

Cc:

If the property has recently been sold or you feel that this notice is in error please contact the City of Sallisaw Building Development at 918-775-6241.

**If the property has recently been sold or you feel that this notice is in error please
contact the City of Sallisaw Building Development at 918-775-6241.**

Documentary Stamp Tax 18.00
Exemption No. _____
Date 10/21/11 Purchase Price 12,000.00
Claimant Signature _____

I-2011-006187 Book 1259 Pg: 684
10/21/2011 3:28pm Pg 0684-0684
Fee: \$ 13.00 Doc: \$ 18.00
Vicki Sawney - Sequoyah County Clerk
State of Oklahoma

Please Send Tax Statement To:

Evelyn J. Hall
470874 E. 1030 Road
Sallisaw, OK 74955

WARRANTY DEED

Know All Men by These Presents:

That Randal W. Rogers and Shawna A. Rogers, husband and wife, parties of the first part, in consideration of the sum of Ten Dollars and other valuable considerations in hand paid, the receipt of which is hereby acknowledged, do hereby Grant, Bargain, Sell and Convey unto Evelyn J. Hall, a single woman, party of the second part. The following real estate found in Sequoyah County, State of Oklahoma, to-wit:

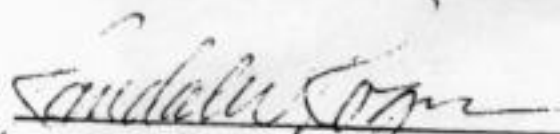
Lot 4 Block 2 in the Jimmie Rogers Addition to the City of Sallisaw, Sequoyah County, Oklahoma.

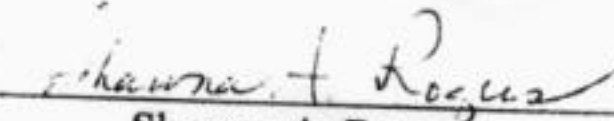
Less Public Road Right of Way and Subject to Easements of Record.

Together with all the improvements thereon and the appurtenances thereunto belonging, and warrant the title to the same.

TO HAVE AND TO HOLD said described premises unto the said parties of the second part and to the heirs and assigns of the survivor, forever free, clean and discharged of and from all former grants, charges, taxes, judgments, mortgages and other liens and encumbrances of whatsoever nature.

Signed and delivered this 21 day October, 2011.


Randal W. Rogers


Shawna A. Rogers

STATE OF OKLAHOMA

)

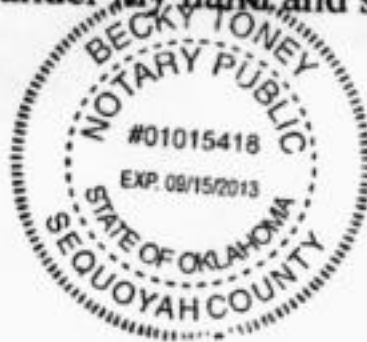
)SS.

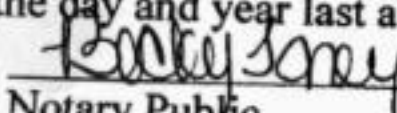
COUNTY OF SEQUOYAH

)

Before me, the undersigned, a Notary Public in and for said County and State on this 21st day of October, 2011, personally appeared Randal W. Rogers, and Shawna A. Rogers to me known to be identical person(s) who executed the within and foregoing instrument and acknowledged to me that he/she executed the same of his/her free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.




Notary Public

As of: 11/22/2024

Photos



Standard Advanced Addressing Assessor Emergency Mgmt Planning Redistricting

Road & Bridge Water & Sewer



Full Extent



Print



Measure...



Google Location Search



Google











11/21/2024 02:31:46 PM













AGENDA ITEM COMMENTARY

Meeting Date: December 9, 2024
Board: Board of City Commissioners
Subject: Permitting and Licensing Software

ITEM TITLE: Discussion and possible action on Civic Plus Statement of Work (SOW) Agreement in the amount of \$19,712.34 to provide permitting and licensing software

INITIATOR: Building Development Director

STAFF INFORMATION SOURCE: Civic Plus

BACKGROUND: This software is a module available from Civic Plus that will be utilized for permitting and licensing. We currently use Civic Plus for website design and agenda management. We anticipate that this upgrade will make the permitting and licensing process more user-friendly for both staff and customers.

EXHIBITS: 1. OK - Sallisaw - Community Development - SOW - 12032024

KEY ISSUES: Our current permitting software subscription (MyGov) ends March 1st. If approved, we will begin the process of transferring information over to Civic Plus in order to minimize interruption of permitting software access prior to our current subscription expiring. In addition, the recurring annual fee is cheaper than our current fee.

FUNDING SOURCE: Office Systems Services - #010-303-55512

RECOMMENDATION: Approval of Statement of Work agreement with Civic Plus.

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:**

Statement of Work

Q-69817-1

4/10/2024 8:12 AM

12/31/2024

Client:

City of Sallisaw, OK

Bill To:

SALLISAW, OKLAHOMA

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Clay Fielding		clay.fielding@civicplus.com		Net 30

Core Package

QTY	PRODUCT NAME	DESCRIPTION
1.00	Community Development Essential Modules	Community Development Essential Modules
1.00	Community Development Core Setup	Community Development Core Setup
1.00	Community Development Permitting Annual	Community Development Permitting Annual
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Permitting Setup	Community Development Permitting Setup
1.00	Community Development Code Enforcement Annual	Community Development Code Enforcement Annual
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Code Enforcement Setup	Community Development Code Enforcement Setup
1.00	Community Development Licensing Annual	Community Development Business Licensing Annual
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Licensing Setup	Community Development Business Licensing Setup

QTY	PRODUCT NAME	DESCRIPTION
1.00	Community Development Planning & Zoning Annual	Community Development Planning & Zoning Annual
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Planning & Zoning Setup	Community Development Planning & Zoning Setup
1.00	Community Development Fire & Safety Inspections Annual	Community Development Fire & Safety Inspections Annual
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Fire & Safety Inspections Setup	Community Development Fire & Safety Inspections Setup
1.00	Community Development Essential Features	Community Development Essential Features
1.00	Community Development ICC Code Integration (population based) Annual	Unlimited Users up to 9 Titles
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development ICC Code Integration (population based) Setup	Community Development ICC Code Integration (population based) Setup
1.00	Community Development GIS (ESRI) Mapping Integration Annual	Community Development Premium GIS (ESRI) Mapping Integration Annual. This requires the client to provide an ArcGIS restful endpoint for each layer consumed.
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development GIS (ESRI) Mapping Integration Setup	Community Development Premium GIS (ESRI) Mapping Integration Setup. This requires the client to provide an ArcGIS restful endpoint for each layer consumed.
1.00	Community Development Essential Connectors	Community Development Essential Connectors
1.00	MunicodeNEXT Connector for Community Development	Community Development Code Library integration with Municode Online Codes

Data Import

QTY	PRODUCT NAME	DESCRIPTION
1.00	Community Development-Data Import - Premium - Client Formatted - Permitting	The client is responsible for formatting the data within the provided templates. CivicPlus will import the returned pre-formatted templates (.csv format) provided by the client.
1.00	Community Development-Data Import - Premium - Client Formatted - Licensing	The client is responsible for formatting the data within the provided templates. CivicPlus will import the returned pre-formatted templates (.csv format) provided by the client.
1.00	Community Development-Data Import - Premium - Client Formatted - Code Enforcement Violation	The client is responsible for formatting the data within the provided templates. CivicPlus will import the returned pre-formatted templates (.csv format) provided by the client.

Digital Payment Package

QTY	PRODUCT NAME	DESCRIPTION
1.00	Community Development Pay Annual Fee - Forte	Community Development Pay - Forte
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Pay Setup Fee - Forte	Community Development Pay Setup Fee - Forte

Offline Mobile App (Inspections)

QTY	PRODUCT NAME	DESCRIPTION
1.00	Community Development Mobile App (Offline Inspections) Annual	Community Development Mobile App (Offline Inspections) Annual
1.00	Community Development Year 1 Annual Fee Discount	Year 1 Annual Fee Discount
1.00	Community Development Mobile App (Offline Inspections) Setup	Community Development Mobile App (Offline Inspections) Setup

List Price - Initial Term Total	USD 35,062.34
Total Investment - Initial Term	USD 19,712.34
Annual Recurring Services (Subject to Uplift)	USD 24,500.00

Initial Term	Beginning at signing and ending 6/30/2025, Renewal Term 7/1 each calendar year
Initial Term Invoice Schedule	100% invoiced at signing, to be prorated based on signature date.

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Annual Uplift	5% to be applied in year 2

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal-stuff> (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

For CivicPlus Billing Information, please visit <https://www.civicplus.com/verify/>

Authorized Client Signature

CivicPlus

By (please sign):

By (please sign):

Printed Name:

Printed Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)

ADMINISTRATIVE REPORTS

Meeting Date:	December 9, 2024
Board:	Board of City Commissioners
Subject:	

Upcoming Events:

- January 13th-Regular Meeting
- February 10th-Regular Meeting

City Manager Reports:

- VA Center Ribbon Cutting expected for Feb
- AMI Water Meters-Materials still outstanding.
- Electric AMI Meters are not scheduled to be available until March 2025.
- Drake/Lenington Water Loop (OWRB Grant)-Construction underway. Making good progress.
- S Cedar Electric-Project complete.
- Received a response on the AJD from Corp of Engineers for the Landfill Expansion and still in discussions with Jodie on the mitigation credits needed to move forward.
- E Drake Water line extension to open bids Jan 3rd and plan to award at Jan 13th meeting.
- Country Club Lift Station-plans to advertise and be ready to open bids around Feb 4th.
- Storm Sirens are installed. Testing Friday 12/6/24 weather permitting
- Traffic signs for redwood-supplier had some delays with parts and anticipate them being ready to ship later this month.
- PDG Civil Engineering complete; Hopefully ready to advertise Dec 18th and open bids Jan 14th
- Landfill Cell 8A- Installation of clay liner has begun and making good headway. After the liner is installed, the remainder of the project will include the leachate line and sand. Expected completion time to be end of year, weather permitting.

City Projects:

- LED Sign-ran into some programming issues that caused a delay.

Other: