

**CITY OF SAPULPA, OKLAHOMA**  
**COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**  
Meeting of August 29, 2016

The Community and Economic Development Committee of the City of Sapulpa, Oklahoma, met Monday, August 29, 2016, at 5:30 o'clock P.M. in the Sapulpa City Hall, 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Members Present:   Reg Green, Chairman  
                          Craig Henderson  
                          Hugo Naifeh  
                          Carla Stinnett

Others Present: OSU Prevention Coordinator Lisa Prescott, City Attorney David Widdoes, City Manager Joan Riley, City Clerk Shirley Burzio, City Attorney Assistant Amy Hoehner, Economic Development Director Ted Fisher

**CONSIDER APPROVAL OF MINUTES FROM THE PREVIOUS MEETING:**

No minutes were presented for consideration.

**CONSIDER AND DISCUSS RECOMMENDING TO COUNCIL, THE ADOPTION OF A RESOLUTION TO INITIATE EMINENT DOMAIN PROCEEDINGS TO OBTAIN EASEMENT ACROSS A TRACT IN SECTION 2, TOWNSHIP 17 NORTH, RANGE 11 EAST FOR A WATER LINE TO THE CITY DOG PARK:**

City Attorney David Widdoes told the committee that property owners, Robert & Diana Neal, have been contacted in regard to the city's need to obtain an easement for a water line to serve the new dog park. His negotiations with the property owners have been unsuccessful. A resolution will need to be adopted by the city council so condemnation proceedings can begin.

Motion was made by Craig Henderson, seconded by Hugo Naifeh, to recommend to the city council the adoption of a resolution to begin condemnation proceedings.

ROLL CALL: AYE-Reg Green, Craig Henderson, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 4-0.

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**CONSIDER AND DISCUSS THE AGREEMENT WITH THE SAPULPA AREA CHAMBER OF COMMERCE FOR TOURISM SERVICES:**

An agreement with the Sapulpa Area Chamber of Commerce for tourism services was presented to the committee. The chamber will receive 18.75% of the funds actually collected by the city from the hotel/motel tax.

No action was taken by the committee.

**CONSIDER AND DISCUSS AGREEMENT WITH MAIN STREET/UPTON SAPULPA ACTION, INC., FOR ECONOMIC DEVELOPMENT SERVICES:**

An agreement with Upton Sapulpa Action, Inc., d/b/a Sapulpa Main Street, for an economic development program for downtown, was presented to the committee. Sapulpa Main Street will be paid \$30,000.00 annually for their services.

No action was taken by the committee.

**CONSIDER AND DISCUSS AN UPDATE ON THE ACTIVITIES OF RETAIL ATTRACTIONS, LLC, CONCERNING RETAIL DEVELOPMENT SERVICES:**

City Manager Joan Riley presented a written report to the committee on the activities of Retail Attractions, LLC, regarding retail development services. A report to the council will be presented at the September 19, 2016, council meeting.

No action was taken by the committee.

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**CONSIDER AND DISCUSS PROCESS FOR BECOMING A CERTIFIED HEALTHY COMMUNITY, INCLUDING PROHIBITING TOBACCO USE ON ALL PROPERTY OWNED OR OPERATED BY THE CITY:**

Lisa Prescott, Creek County Healthy Living Program Coordinator, discussed incentive grants available to communities for becoming a certified healthy community. Grant awards are based on community size and level of criteria met (Bronze, Silver and Gold). The minimum grant award is sixteen thousand dollars (\$16,000.00) and the maximum grant award is one hundred thousand dollars (\$100,000.00). The grant criteria would require the city to adopt and implement an ordinance prohibiting the use of tobacco and vapor products on all indoor and outdoor city-owned and operated properties.

According to a memorandum from John Waytula, Director of Parks and Recreation, the Sapulpa Parks and Recreation Advisory Board voted at their February 16, 2016, meeting to recommend to the council the adoption of a tobacco-free ordinance for city-owned and operated properties.

Motion was made by Craig Henderson, seconded by Carla Stinnett, to recommend to the council that the city start the process to become a certified healthy community.

ROLL CALL: AYE-Craig Henderson, Hugo Naifeh, Carla Stinnett. NAY-Reg Green. Motion carried 3-1.

**CONSIDER AND DISCUSS A REQUEST FOR DE-ANNEXATION OF A TRACT OF LAND IN SECTION 5, TOWNSHIP 17 NORTH, RANGE 12 EAST, CREEK COUNTY, OKLAHOMA**

According to City Attorney David Widdoes, the city has received a request from Dana Hudgins to de-annex certain property annexed pursuant to Ordinance No. 2560 on September 2, 2008. The intended use of the property by the owner at the time of the annexation is not possible, and they have no foreseeable use of the property.

Motion was made by Craig Henderson, seconded by Carla Stinnett, to table the request for de-annexation so additional information may be considered by the committee.

ROLL CALL: AYE-Reg Green, Craig Henderson, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 4-0.

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**CONSIDER AND DISCUSS RECOMMENDING TO COUNCIL THE ADOPTION OF AN ORDINANCE PROVIDING FOR THE REGULATION OF THE COLLECTION, REMOVAL AND DISPOSAL OF REFUSE AND GARBAGE:**

City Attorney David Widdoes told the committee there are non-permitted trash haulers operating within the city. The city does not receive any revenue from them. He is working with the trash haulers' attorneys to address the issues.

Motion was by Carla Stinnett, seconded by Craig Henderson, to recommend to the council the adoption of an ordinance to provide for the regulation of the collection, removal and disposal of refuse and garbage.

ROLL CALL: AYE-Reg Green, Craig Henderson, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 4-0.

**CONSIDER AND DISCUSS RECOMMENDING TO COUNCIL THE ADOPTION OF AN ORDINANCE PROVIDING BUSINESS REGISTRATION AND LICENSING FOR ALL NEW BUSINESSES IN THE CITY OF SAPULPA:**

The committee discussed the issuing of a general business license within the city. Ordinances from other cities were reviewed.

This item of business will be brought back to the committee for further study.

**DISCUSS AND CONSIDER POTENTIAL PARTNERSHIP OPPORTUNITIES WITH SAPULPA PUBLIC SCHOOLS:**

Carla Stinnett told the committee there should be the ability for the city and schools to partner. As an example, the use of the golf course beverage cart by the school when it is not in use by the city.

No action was taken by the committee

**ADJOURNMENT:**

There being no further business, the meeting adjourned.