

**NOTICE OF A REGULAR MEETING OF THE  
CHEROKEE DEVELOPMENT AUTHORITY**

**112 NORTH GRAND**

**CHEROKEE, OK 73728**

**WEDNESDAY, NOVEMBER 18, 2020, at 6:00 P.M.**

**CALL TO ORDER: MAYOR KAREN HAWKINS**

- A. PLEDGE OF ALLEGIANCE**
- B. INVOCATION**
- C. ROLL CALL—AMBER K. WILHITE**
- D. APPROVAL OF MINUTES FROM THE OCTOBER 28TH, 2020, REGULAR MEETING**

**BUSINESS (TO DISCUSS AND POSSIBLE TAKE ACTION ON THE FOLLOWING):**

- A. APPROVAL OF THE CLAIMS LISTS**
- B. CONSIDER AND DISCUSS OCTOBER 2020 FINANCIALS PRESENTED BY RSMEACHAM CPA'S**
- C. DISCUSS AND CONSIDER APPROVAL OF RESOLUTION 2020-009 OF THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF CHEROKEE, OKLAHOMA, TO EXECUTE AUTHORIZING OMAG TO DISTRIBUTE ESCROW ACCOUNT FUNDS TO THE CITY OF CHEROKEE.**

**MANAGER'S REPORT**

**NEW BUSINESS (IN ACCORDANCE WITH SECTION 311 (9) O.S. TITLE 25)**

**ADJOURNMENT**

**ATTEST:**

**FILED IN THE OFFICE OF THE CITY OF CHEROKEE, NOVEMBER 17, 2020, AT 4:00 P.M.**

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**AMBER K. WILHITE, CITY CLERK**

**NOTICE OF A REGULAR MEETING  
OF THE CITY OF CHEROKEE  
112 NORTH GRAND CHEROKEE, OK 73728  
WEDNESDAY, NOVEMBER 17TH, 2020  
IMMEDIATELY FOLLOWING THE CDA MEETING**

**CALL TO ORDER: MAYOR KAREN HAWKINS**

- A. ROLL CALL—AMBER K. WILHITE**
- B. APPROVAL OF MINUTES FROM THE OCTOBER 14<sup>TH</sup>, 2020, GRANT MATCH PUBLIC HEARING MEETING.**
- C. APPROVAL OF MINUTES FROM THE OCTOBER 28TH, 2020, REGULAR MEETING**

**BUSINESS (TO DISCUSS AND POSSIBLE TAKE ACTION ON THE FOLLOWING):**

- A. APPROVAL OF THE CLAIMS LISTS**
- B. CONSIDER AND DISCUSS OCTOBER 2020 FINANCIALS PRESENTED BY RSMEACHAM CPA'S**
- C. DISCUSS AND CONSIDER APPROVAL OF RESOLUTION 2020-009 OF THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF CHEROKEE, OKLAHOMA, TO EXECUTE AUTHORIZING OMAG TO DISTRIBUTE ESCROW ACCOUNT FUNDS TO THE CITY OF CHEROKEE**
- D. DISCUSS AND CONSIDER DECLARING 2008 FORD TRUCK (VIN#9152) SURPLUS**
- E. DISCUSS AND CONSIDER APPROVAL OF ORDINANCE NO. 2020-008, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CHEROKEE, OKLAHOMA, REPEALING CHAPTER 4, SECTION 4-200A OF THE CHEROKEE MUNICIPAL CODE 2020 LIMITING THE NUMBER OF DOGS AND CATS PERMITTED PER HOUSEHOLD IN THE CITY LIMITS; DECLARING AN EMERGENCY**
- F. CONSIDER DECLARING ABOVE ORDINANCE AN EMERGENCY**
- G. DISCUSS AND CONSIDER APPROVAL OF RESOLUTION 2020-010 OF THE MAYOR AND CITY COMMISSIONERS OF THE CITY OF CHEROKEE, OKLAHOMA, CONCERNING AIRPORT FENCING, SPECIFICALLY AN AMENDMENT, AMENDMENT NO. 3 TO THE OWNER-ENGINEER AGREEMENT BETWEEN THE CITY OF CHEROKEE AND CEC CORPORATION REGARDING AIRPORT IMPROVEMENTS, IN WHICH SAID AMENDMENT SPECIFIES THE INSTALLATION OF PERIMETER FENCING AND GATES AS PER AIP 3-40-0016-012-2021.**
- H. CONSIDER AND DISCUSS CITY PROPERTY, PARCEL ID #0180-00-061-003-0-000-00.**
- I. CONSIDER CONVENING INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING:**
  - THE EMPLOYMENT, HIRING, APPOINTMENT, AND BENEFITS OR THE BEST QUALIFIED POLICE OFFICER CANDIDATE. THIS EXECUTIVE SESSION PERMITTED BY (25 O.S. 307 (B) (1).)**

- THE DISCUSSION OF A SHARED EMPLOYEE WITH THE CITY OF ALVA.
- J. VOTE TO CONVENE OR NOT CONVENE INTO EXECUTIVE SESSION.
  - K. VOTE TO ACKNOWLEDGE RETURN TO REGULAR SESSION
  - L. CONSIDER TO TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

**MANAGER'S REPORT**

**NEW BUSINESS (IN ACCORDANCE WITH SECTION 311 (9) O.S. TITLE 25)**

**ADJOURNMENT**

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**AMBER K. WILHITE, CITY CLERK**



**CITY OF CHEROKEE**  
112 N. GRAND AVE, CHEROKEE, OK 73728  
P (580) 596-3052 | F (580) 596-2878

## City Manager's Report

Date: November 18, 2020  
To: Honorable Mayor and Council Members  
From: Michael Jones, City Manager  
Subject: Manager's Report

*"I FIND THAT THE HARDER I WORK, THE MORE LUCK I SEEM TO HAVE."*

THOMAS JEFFERSON

### Cherokee Development Authority

- I received the Draft Master Water Plan from Guernsey.
- The main water meter for the RO Plant is inoperable. A new meter has been ordered and will cost \$5,365.33.
- Meters at each water well are scheduled to be calibrated on 11/24/2020.
- Lagoon Generator has been ordered.
- DEQ Notice of Violation

### City of Cherokee

- Community
  - City of Cherokee Website and App Proposal.
    - SOCS currently hosts over 650 websites in 14 states.
    - Examples: <https://www.alvaok.org> | <https://www.crete.ne.gov> | <https://www.cityoflakequivira.org> (cell phone app available for review)
  - Animal rabies clinic by Dr. Erica League – League Mobile Veterinary Services. \$300 plus fee per animal. Two services will be offered, rabies only or full pet wellness check.
  - Watch Dog Committee met on 11/18/20 and approved recommendations from Council.
- Meetings
  - Open Meetings Exemption that allowed Council to meet and Vote via teleconference or video-conference expired Sunday, November 15, 2020
- Parks and Streets
  - Mowing season is over and street crew has been working on storm water drainage issues.
  - Residences located at 700 S Oklahoma and 115 W 7<sup>th</sup> utilize the same water meter. The homeowner at 700 S Oklahoma requested this be address and both residences have their own water meter. Due to this issue being a fault of the City, we will run a new waterline and install a second water meter at no cost to the homeowners. This project is scheduled to begin next week.
- Personnel
  - Interviews have been conducted for Police Officer

- Librarian Job Announcement has been posted
- City Property
  - During my last contact with our former Librarian, Seneca West, she picked out a color scheme for a new awing for the Library. That awing was ordered for a cost of \$4,290. I have also applied for a grant that would cover \$500 of the price of the awing. If awarded, the total cost to the City to replace the Library awing would be \$3,790.
- Fire Department
  - Researching options for audio and visual technology added to FD Training Room to support future training.
- City Clerk

**City of Cherokee  
Permits and Licensing  
2020**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	Fees	Money Collected
Contractor License	0	1	2	1	0	2	1	1	1	0			9	\$ 10.00	\$ 90.00
Plumbing License	0	0	0	0	0	0	1	1	0	0			2	\$ 10.00	\$ 20.00
Electrical License	0	0	1	0	0	0	0	0	0	0			1	\$ -	\$ -
Specialized Contractor **	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 50.00	\$ -
Peddlers License *** Daily	2	1	0	1	2	1	1	0	4	2			14	\$ 5.00	\$ 70.00
*** Monthly	0	0	0	0	1	0	0	0	0	0			1	\$ 20.00	\$ 20.00
*** Annual	0	0	0	0	0	1	0	0	0	0			1	\$ 75.00	\$ 75.00
Dispensary License	0	0	0	0	0	2	0	0	0	1			3	\$ 600.00	\$ 1,800.00
Cultivation License	1	0	0	0	0	0	0	0	0	0			1	\$ 1,500.00	\$ 1,500.00
Alcoholic Beverage License	0	0	0	0	0	0	0	0	0	0			0	\$ 100.00	\$ -
Building Permit	1	3	2	2	3	6	4	1	4	3			29	\$ 25.00	\$ 725.00
Cemetery Permits	0	0	0	3	3	1	0	0	0	0			7	\$ 5.00	\$ 35.00
Animal Permits	1	4	8	2	4	0	3	4	1	5			32	\$ 4.00	\$ 128.00
UTV Permits	0	0	1	1	5	3	3	0	0	1			14	\$ 40.00	\$ 560.00
														Total	<u>\$ 5,773.00</u>

\*\* Specialized includes: Tree trimming, Roofing, Glass, etc.  
 \*\*\* Peddler's License: Daily \$5, Monthly \$20, Annually \$75

Repealed Chapter 5 Section 5-113/04-08-2020

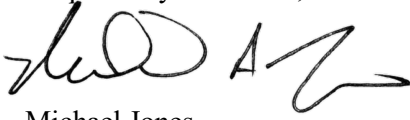
- Police Department
  - Update on Police Vehicles

**FY 2020 FINE REVENUE**

Month	Year	Fine Amount
January	2020	\$1,950.00
February	2020	\$3,945.00
March	2020	\$395.00
April	2020	\$610.00
May	2020	\$3,270.00
June	2020	\$2,860.00
July	2020	\$4,150.00
August	2020	\$3,180.00
September	2020	\$3,380.00
October	2020	\$730.00
November	2020	
December	2020	
<b>TOTALS</b>		<b>\$17,570.00</b>

Thank you for the opportunity to serve!

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Jones". The signature is fluid and cursive, with a long horizontal stroke at the end.

Michael Jones  
City Manager