

MINUTES  
Monday, December 9, 2024

APPROVED  
12/16/2024

I. CALL TO ORDER

The Board of County Commissioners (BOCC) met at the hour of 9:30 a.m., with the following members present: Commissioner Kelly Dunkerley, Commissioner Karen Keith and Commissioner Stan Sallee. Others present: County Clerk Chief of Staff Kenneth Yates.

Stan Sallee, Chairman, called the meeting to order at 9:30 a.m., and the following business was transacted:

II. ANNOUNCEMENTS

County Events and Status Updates for Comment and Discussion from: Administrative Services, Building Operations, Court Services, Early Settlement, Election Board, Engineers, Highways, Human Resources, Information Technology, Inspections, Parks, Social Services, Procurement, Assessor, County Clerk, Court Clerk, Sheriff, Treasurer, District Attorney, Drainage District #12, Expo Square, Juvenile Justice, OSU Extension, Presiding Judge, River Parks Authority, Tulsa Area Emergency Management Agency, Public Defender, Chief Deputies and County Commissioners

Chairman advised the announcements and County Events and Status updates were open for comment and discussion. The departments with information gave a report.

III. MINUTES

- A. Management Conference Meeting of October 10, 2024
- B. Management Conference Special Meeting of October 21, 2024
- C. Board of County Commissioner's Meeting of December 2, 2024

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

IV. REPORTS

- A. Elected Official - (County Clerk) - Monthly for 11/2024 (Clerk's Misc. File No. 20242222)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

V. UNFINISHED BUSINESS

- A. Bid Awards & Recommendations:

- 1. Juvenile Detention Home - Tablets & Software for the Tulsa County Detention Home - Deferred

Motion made by Kelly Dunkerley, seconded by Karen Keith, to defer the award. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- 2. Sheriff - Uniforms and Accessories, to Galls, LLC, Oklahoma Police Supply, LLC, and Baysingers Police Supply, Inc., the best bids received meeting the need for specific brands, embroidery, and specified modifications (Clerk's Misc. File No. 20242223)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the recommendation. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Amendments

1. Parks - #1 to the agreement with Stava Building, LLC, dba Lyle Building Group, CMF #20240910, for the O'Brien Park Improvements, to establish a Guaranteed Maximum Price not to exceed of \$3,638,859.60 (Clerk's Misc. File No. 20242224)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. TC Departments:

- a. #2 to the award for Hydraulic Hoses, Fittings, Assemblies, Installation and Repair to Ameriflex Hose & Accessories and Lawson Products, Inc., CMF #20222136, the most recent renewal, CMF #20231887, to exercise the option to renew for an additional one-year beginning 1/15/2025, with no changes to the terms (Clerk's Misc. File No. 20242225)
- b. #4 to the award for Vehicle Lubricants and Antifreeze to Crow Burlingame Co., dba Bumper to Bumper, CMF #20222180, the most recent renewal, CMF #20240870, to exercise the option to renew for an additional six-month period beginning 1/1/2025 (Clerk's Misc. File No. 20242226)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- C. Zoning Amended Resolution - (Tulsa Metropolitan Area Planning Commission) - CZ-556 and related PUD-869, Applicant: Megan Pasco, Property Owner: Bagwell, Eva Sue Rev Trust, Location: West of the northwest corner of E. 151st St. S. and S. East Ave. The request is to rezone 100 ± acres from AG to RS for residential use. On meeting date of August 7, 2024, TMAPC voted 8-0-0 to recommend that the County Commission approve the rezoning of 100 ± acres from AG to RS, and from AG to PU-869. Zoning was approved on 11/25/2024, pending amendment to the Resolutions stating final approval will be contingent on the final plat approval by the Tulsa County Engineer and once approval is granted then the zoning classification will be changed (Clerk's Misc. File No. 20242227)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

VI. ACTION ITEMS

A. New or Replacement Procurement Officers

1. Election Board - designating Kerry Martin as new Receiving Specialist (Clerk's Misc. File No. 20242228)
2. Engineers - designating Kelly Lykins as new Receiving Specialist for Highway Maintenance CC2300 (Clerk's Misc. File No. 20242229)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

B. Memorandums of Understanding

1. Board of County Commissioners - Muscogee (Creek) Nation, to add roads to the Nation's National Tribal Transportation Facility Inventory agreeing that Tulsa County continues to own and maintain these roads and their associated rights-of-way,

namely, Route 1115, S. Peoria Avenue for 1 mile and Route 1131, W. 31st Street S. for .5 miles (Clerk's Misc. File No. 20242230)

2. Court Clerk - The City of Broken Arrow, for lease of office space located at 123 North Main Street, Broken Arrow, Oklahoma, 74012, through 11/30/2025, for the purpose of providing civil filing services (Clerk's Misc. File No. 20242231)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

#### C. Requests for Approval

1. Board of County Commissioners - of OneVoice 2025 Regional Legislative Agenda (Clerk's Misc. File No. 20242232)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the legislative agenda. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

#### 2. Engineers:

- a. Oklahoma Department of Transportation - (DOT) - of form 324a for payment of right-of-way required for the 121st Street from Highway 75 to Elwood project, State Project JP 33567(04), assigned to Cozetta, LLC, in the amount of \$77,000 (Clerk's Misc. File No. 20242233)
- b. of acceptance of Right-of-Way Easement in Tulsa County from Brent Properties, LLC (CLLA- 34) (Clerk's Misc. File No. 20242234)
- c. of acceptance of Right-of-Way Easement in Tulsa County from Deborah J and Beverly Huston (CLS-62) (Clerk's Misc. File No. 20242235)
- d. of acceptance of Right-of-Way Easement in Tulsa County from Rebecca Short (CLS-67) (Clerk's Misc. File No. 20242236)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

#### 3. Human Resources

- a. of Tulsa County Policy, Carrying of Duty Weapons by Court Services Certified Officers (TCP 2103) (Clerk's Misc. File No. 20242237)
- b. of Revocation of Tulsa County Policy, Parks Division Capital Inventory (TCP 402). This document is no longer needed as Parks is following the County's Capital Inventory policy, Capital Inventory and Asset Policy (TCP 002) (Clerk's Misc. File No. 20242238)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

#### 4. Parks

- a. of various donations for employee appreciation events in 2025 from Scooter's Coffee, Bill & Ruth's Sandwich, Outback Steakhouse, Waldo's Chicken, Chili's, Sonic, Cheddars and Starbucks; valued at \$785.11 (Clerk's Misc. File No. 20242239)
- b. of donation s for Let's Get Frosty Event at South County Recreation Center on 12/14/2024, from Scooter's Coffee, Nothing Bundt Cakes, Baskin Robins, Rustic Gate Creamery, Walmart, Casey's and Domino's; valued at \$512.54 (Clerk's Misc. File No. 20242240)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve the donations. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

5. Social Services - to accept donations of medications to the Pharmacy and various items to the Transitional Living Center for 11/2024 (Clerk's Misc. File No. 20242241)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the donations. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

D. Resolutions - Board of County Commissioners

1. authorizing the distribution of bond proceeds for the construction of a new Tulsa County OSU Extension Center in the amount of \$6,500,000 and \$10,645,000 to the Tulsa County Public Facility Authority, for capital improvements, authorized by Resolution CMF #20241441 (Clerk's Misc. File No. 20242242)
2. authorizing the distribution of Vision Tulsa County Use Tax proceeds in the amount of \$166,384 for The Chandler Park Miscellaneous Improvements Projects (PJ1579 CMF# 20240635), for miscellaneous amenities including trails and other appurtenances, CMF#20242210 (Clerk's Misc. File No. 20242243)
3. authorizing the balance of funds in the amount of \$69.17 from the LaFortune Park Herd Project (PLAFH/PJ1088), CMF #20211679 & #20242208, now completed, be transferred to the Vision Tulsa Sales Tax Account (Clerk's Misc. File No. 20242244)
4. Repealing and Replacing Tulsa County's Floodplain Management Regulations (Clerk's Misc. File No. 20242245)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution, as needed. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- E. Tort Claim - TC-2024-48 Claimant: Shondra Marzett for incident on 6/9/2024, to approve for \$5,400.09 (Clerk's Misc. File No. 20242246)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the tort claim. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

F. Agreements

1. Board of County Commissioners:
  - a. Medcross.org, ARPA Beneficiary, in the amount of \$100,000 to provide funding to a non-profit for the operation of a facility offering goods and services to the homeless population in downtown Tulsa (Clerk's Misc. File No. 20242247)
  - b. Creek County - For Identification of responsibilities and duties regarding the operations, maintenance, construction, and financial obligations for public rights-of-way (Clerk's Misc. File No. 20242248)
  - c. Tulsa Community Foundation - ARPA Beneficiary, in the amount of \$120,000, CMF #20242147, to provide capital funding for the HVAC expenses for the 21st Street Market small business incubator in connection with Beneficiary's Tulsa Immigrant Community Development Program (Clerk's Misc. File No. 20242249)
2. Court Services - Alcohol Monitoring Systems, Inc., dba SCRAM Systems, for the rental and servicing of alcohol and GPS monitoring equipment (Clerk's Misc. File No. 20242250)
3. Parks - California Street Tacos, LLC, to provide concessions at the South County Recreation Center from 5:00 to 8:00 p.m. on 12/14/2024; fee \$50 (Clerk's Misc. File No. 20242251)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- G. Agreement Renewal - (County Clerk) - Harris Recording Solutions, for renewal of CMF #20240173 for FY 2024-2025 (Clerk's Misc. File No. 20242252)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- H. Notice to Proceed - Parks

1. Stava Building, LLC, dba Lyle Building Group, for Chandler Park Improvements, CMF #20240909 (Clerk's Misc. File No. 20242253)
2. Stava Building, LLC, dba Lyle Building Group, for O'Brien Park Improvements, CMF #20240910 (Clerk's Misc. File No. 20242254)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve the notices to proceed. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- I. Inventory Resolutions

1. Administrative Services
  - a. Asset disposal: junked - crisscross stacker, collator system, mobile computer (Clerk's Misc. File No. 20242255)
  - b. Asset registration: exchanged - Janam scanner (Clerk's Misc. File No. 20242256)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

2. OSU Extension - Asset disposal: junked - portable PA system (Clerk's Misc. File No. 20242257)
3. Parks - Asset disposal: junked - Suzuki mini-truck (Clerk's Misc. File No. 20242258)
4. Sheriff
  - a. Asset disposal: retired to Deputy John Bryant - Safariland body armor (Clerk's Misc. File No. 20242259)
  - b. Request to surplus - Light bars, squad shields (Clerk's Misc. File No. 20242260)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Chairman. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- J. Travel/Training - (Administrative Services) - for Theron Roberts to attend the Print Shop Pro User Training on 3/23-26/2025, in San Diego, CA; cost \$2,400 (Clerk's Misc. File No. 20242261)

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve the travel/training. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

- K. Claims to be Disallowed - Vendor IT, #05060, Fund 100, PO #142382, Warrant #500077353 Amount Paid \$4,400 Reason: Duplicate Payment (Clerk's Misc. File No. 20242262)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to cancel and disallow the claims. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

L. Claims

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

M. Payroll claims - Biweekly for 11/16-29/2024

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

N. Blanket Purchase Orders and Emergency Purchase Orders

Motion made by Kelly Dunkerley, seconded by Karen Keith, to approve and authorize execution by the Commission. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

O. Discussion and possible action approving the appropriation and use of funds received from the U.S. Department of Treasury under the “Coronavirus Response and Relief Supplemental Appropriations Act of 2021”, the “Emergency Rental Assistance Program”, and/or the “American Rescue Plan Act of 2021” and the “Coronavirus State and Local Fiscal Recovery Fund” contained therein (Clerk's Misc. File No. 20242263)

Motion made by Karen Keith, seconded by Kelly Dunkerley, to approve as amended. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

P. Juvenile Detention Home Update to Accept & File for November 27 through December 2, 2024 (Clerk's Misc. File No. 20242264)

David Parker provided the following update:

- Audit Preparation: We will be undergoing an audit on December 11, 2024. We are ensuring we are fully prepared.
- Staffing:
- I am pleased to announce that a new Youth Detention Specialist employee has joined our team as of December 4, 2024.
- Two interviews for the position of Youth Development Specialist and one interview for the position of Unit Secretary have been successfully conducted. Based on the evaluations, we will be moving forward to the next stage of the hiring process.

Population and crime Report: Charge/Number of Residents Charged:

First Degree Murder-1; Possession Firearm Minor Misdemeanor-2; Larceny of Vehicle 3; Shooting with Intent to Kill-1; Burglary III -1; Burglary II -2; Burglary I -1; Assault and Battery -1; Obstruction of Public Office -1; Domestic Assault and Battery w/ Dangerous Weapon-2; Robbery with Firearm-2; Minor in Poss of Weapon aft Adjud -2; Possession of Stolen Vehicle-2

Motion made by Kelly Dunkerley, seconded by Karen Keith, to accept and file the update. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

Q. Executive Sessions - District Attorney:

1. Requested by Andrew Higginbotham - Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for the purpose of confidential communications concerning a pending claim, to wit: *Tort Claim TC-2024-45, Charles Ford*, disclosure of which will seriously impair the ability of the public body to process the claim in the public interest
2. Requested by Douglas Wilson - Pursuant to 25 O.S. § 307(B)(4), I am requesting that this matter be discussed in Executive Session between the Board and its attorney, for

the purpose of confidential communications concerning possible official action regarding a pending claim in the above-referenced case, *to wit: Neil Parks v. Tulsa Board of County Commissioners*, disclosure of the details of which its attorney advises would seriously impair the ability of the Board to proceed in the public interest

Motion made by Karen Keith, seconded by Kelly Dunkerley, to go into Executive Session. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion Carried.

Executive Session commenced at 9:47 a.m.

Motion made by Karen Keith, seconded by Kelly Dunkerley, to reconvene the regular meeting at 9:54 a.m. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

R. Discussion and Possible Action Regarding Executive Session Items

Motion made by Kelly Dunkerley, seconded by Karen Keith, to grant settlement authority to the Assistant District Attorney up to the amount discussed in Executive Session, to-wit: *Tort Claim TC-2024-45, Charles Ford*. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried. (Clerk's Misc. File No. 20242265)

There was no action taken on the second Executive Session.

VII. NEW BUSINESS

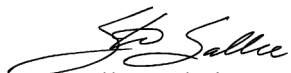
In accordance with the Open Meeting Act, Title 25 O.S. § 311.A.10, new business is defined as any matter not known about or which could not have been reasonably foreseen prior to the time of posting the agenda.

There was no new business.

VIII. ADJOURN

Motion made by Kelly Dunkerley, seconded by Karen Keith, to adjourn the meeting. Upon roll call, Yes - Kelly Dunkerley, Karen Keith, Stan Sallee. No - None. Abstain - None. Motion carried.

BOARD OF COUNTY COMMISSIONERS

  
Stan Sallee, Chairman

ATTEST:



Michael Willis, Tulsa County Clerk

