



City Council of the City of Perry

City Agenda – Regular Meeting

November 17, 2025 @ 6:15 P.M.

Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order

Roll Call

Declaration of Quorum

Invocation

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item. The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City Manager, staff, attorney or to the recommending board, commission, or committee. All Agenda Items Are for Discussion and Whatever Further Action the City Council Deem Necessary or Advisable to Discharge Constitutional, Home Rule Charter, and Statutory Powers of Government.

1. Consent Agenda

All Items Listed under the Consent Agenda Are Deemed to Be Non-controversial and Routine in Nature by the Governing Body. They Will Be Approved by One Motion of the Governing Body. The Items on the Consent Agenda Will Not Be Discussed. Any Member of the Governing Body Desiring to Discuss an Item on the Consent Agenda May Request That It Be Removed from the Consent Agenda and Placed in its Proper Order on the Regular Agenda. It Will Then Be Considered at That Time.

A. Receive and Approve the Minutes of the Regular City Council Meeting of November 3, 2025.

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the City Agenda or Citizens presenting their concerns or comments. (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Mayor or other Presiding Officer.

Such a person should stand before the podium and address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body.

If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Mayor or Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

- 5. Proclamations, Commendations, Reports, and Inquiries by the Governing Body.** No action may be taken on any report or inquiry made by the governing body during this section of the agenda (unless the item is specifically listed herein below and then action may be taken) and is only for the purpose of identifying issues that may be subject to a future agenda item. Each report given should be for the purpose of informing the other members and the public of the activity of the member or ad hoc, recommendation only committee and in the event discussion is desired, the item should be placed on the next regular or special agenda. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

a. Council Reports

- Ward 1,2,3, and 4 Councilpersons have an opportunity to report any new developments or work performed since the last meeting.

- 6. Presentation of Main Street of Perry Quarterly Report.**

Background: Executive Director Laura Vollmer will present the quarterly report on Main Street of Perry at the meeting.

- 7. City Manager Remarks on current projects and activities.**

- 8. Chief Financial Officer Report on October 2025 Financial Report.**

Attachment: October 2025 Financial Report enclosed.

- 9. Consider Items pertaining to the CDBG Grant Award #19758 CDBG 25 – Water System Improvements Project.:**

- A. Discussion and possible action to approve Parkhill CDBG administration contract with Mareta Woodard in the amount of \$48,000.00.**
- B. Discussion and possible action to approve Resolution No. 2025-19 adopting Section 3 plan for #19758 CDBG 25 – Water System Improvements Project.**
- C. Discussion and possible action to approve Resolution No. 2025-17 regarding Fair Housing Resolution.**
- D. Discussion and possible action to approve 2026 Fair Housing Proclamation.**
- E. Discussion and possible action to approve Anti Displacement and Relocation plan for #19758 CDBG 25 Water System Improvements Project.**

- F. **Discussion and possible action to approve Resolution No. 2025-18 for #19758 CDBG 25 authorizing the Mayor and/or City Manager of the City of Blackwell to approve and sign invoices related to the construction of the CDBG water system improvements project to expedite the process of CDBG funds draw down, with the understanding that said invoices will not be paid until the council approves the invoices in a formal meeting.**

Background: The City was recently awarded a \$600,000.00 CDGB Grant for water treatment plant improvements. The specific project is to deal with the residuals which are removed from the treated potable water, and which currently flow to a lagoon and must be removed every few years. The project involves a permanent solution where the residuals can be dried and pressed and properly disposed of in an approved landfill. The balance of the funds needed for this approximate \$1.2 million dollar facility will be provided through the FAP financing recently authorized through the OWRB. The required actions include approving the contract with the grant administrator, approving the resolution which adopts Section 3 of the Housing and Urban Development Act of 1968 to ensure, to the greatest extent feasible, that training and employment opportunities from the project be given to low-income residents in the project area, providing for a Fair Housing Resolution and Proclamation, providing an Anti-Displacement and Relocation Plan, and approving a resolution authorizing the Mayor and/or City Manager to approve payments to expedite the CDBG funds draw down. The resolution applying for the grant already authorized the Mayor to execute the grant agreement so that action has already occurred.

Attachments: Grant Administration Contract, Section #3 Resolution, Fair Housing Resolution, Fair Housing Proclamation, Anti-Displacement Plan, and Resolution No. 2025-18 providing for authorization.

Recommendation: Approve each item separately.

10. **Receive Recommendation and Consider Action on the proposed HP Historic Preservation District.**
- A. **Receive Recommendation from the Perry Planning Commission on the proposed HP Historic Preservation District.**
- B. **Consider Approval of the City Council of the City of Perry, Oklahoma, Which Amends Chapter 12 of the Perry Municipal Code, 2022, Entitled “Planning, Zoning and Development”, by the Amendment Of Article 7 Entitled “Historic Preservation”; by the Addition of a New Division 8 Entitled “Historic Preservation Districts Created”; by the Addition of a New Section 12-770 Entitled “HP Historical Preservation Zoning District_Created”; Providing for the Creation and Identification of Perry’s First Historic Preservation District; Providing for Repealer; Savings; Codification; Severability; and Declaring an Emergency.**

Background: in order to promote the cultural heritage of the City, strengthen the City's economy by stabilizing and improving property values in historic areas, and to encourage new buildings and developments that will be harmonious with the existing historic buildings and squares, the Historic Preservation Ordinance, codified as Chapter 12, Article 7 of the Perry Municipal Code 2022, was adopted by the Perry City Council. On May 12, 2025, a Town Hall meeting was held to discuss the district boundaries of the proposed HP Historic Preservation District, wherein concerns arose about the district embracing parts of the City which lay outside the traditional square. The boundaries were reviewed on August 11, 2025, by the Historical Preservation Commission and the City Council met on September 2, 2025, to consider the Commission's amendments and slightly amended that proposal. Those revised district boundaries, which were substantially reduced from the original May 12th proposal, were included in a published and mailed notice, together with maps of the former and newly proposed district boundaries, which notice invited all persons to attend a public hearing concerning those district boundaries to be held on November 17, 2025, at 5:00 p.m. at the Perry Event Center. The Perry Planning Commission will hold that meeting and make its recommendation to the City Council at this meeting.

Attachment: Notice, map, and Ordinance No. 2025-22.

Recommendation: Receive recommendation of the Perry Planning Commission and consider approval of Ordinance No. 2025-22.

11. Consider Approval of the Emergency Clause for Ordinance No. 2025-22.

Note: At least seven (7) affirmative votes are required to pass the emergency clause.

12. Approve Items Necessary to Close Project Duke:

A. Consider Approval of Resolution No. 2025-20 of the City Council of the City of Perry, Oklahoma (hereinafter the "City"), Authorizing Nate Read, City Manager of the City of Perry, Oklahoma, or in his Absence, Lawrence Wortham, Mayor of the City of Perry, Oklahoma, to Execute and Deliver the Special Warranty Deed and all Other Documents and Certifications required for the Sale of Lot 1, Block A, Perry Industrial Park Addition to the City of Perry, County of Noble, State of Oklahoma, According to the Recorded Plat Thereof, To BHD Land Development, LLC, An Arizona Limited Liability Company ("BHD") or BHD's assignee.

B. Approve Commission Agreement with CBRE, Inc.

Background: One of the terms of the title commitment for the Project Duke transaction requires the City Council to authorize a signatory for the documents required to close. This resolution accomplishes that requirement by authorizing Nate Read or in his absence Mayor Wortham as the signatory for all required documents. CBRE, Inc., functioned as the broker for the transaction and is entitled to a three percent commission (3% of \$150,000.00 purchase price=\$4,500.00).

Attachments: Resolution No. 2025-20 and the Commission Agreement

Recommendation: Approval of Resolution No. 2025-20 and the Commission Agreement

13. **Consider Certain Budget Amendments for Specific Required Purchases; Take Required Actions to Authorize the purchases and amend the General Fund Budget, if required.**

- A. **E911 Equipment match.**
- B. **Back hoe purchase.**

Background: Nate Read will discuss the necessary purchase of upgraded E911 Equipment, a possible state grant, and discussion concerning splitting the cost with Noble County.

The backhoe has been having issues for the past four months. The cost to repair the backhoe is estimated at more than \$20,000.00. By selling city-owned brass fittings to metal scrappers and trading in the owned backhoe, city staff is expecting sufficient proceeds to purchase a new backhoe on a state bid for \$65,000.00.

Recommendation: After being fully advised, take appropriate action

14. **Authorize Waiver of all Plan Review Fees, Building and Community Development Fees for the YMCA Remodel and Expansion Project.**

Background: In fulfilling their mission, the YMCA assists the City in promoting recreation programs for the residents which would otherwise have to be funded by the City. Perry is quite unique in being a smaller city with such a splendid YMCA. In consideration of the many services that the YMCA provides to the residents of the community, the city administration would request the City Council waive all fees, including plan review and building and community development charges, associated with their remodel and expansion project.

Recommendation: Waive the Fees

15. **Consider Approval of Ordinance No. 2025-24 of the City Council of the City of Perry, Oklahoma, Amending Chapter 1, Article 7, of the Perry Municipal Code 2022 by the Adoption of a New Article Entitled “City Records”; Providing for Section 2-701 Entitled “Purpose; Providing for Section 2-702 Entitled “Statement of Policy”; Providing for Section 2-703 Entitled “Appointment of Open Record and Record Retention Custodians”; Providing for Section 2-704 Entitled “Open Record Requests”; Providing for Section 2-705 Entitled “Processing Record Requests”; Providing for Section 2-706 Entitled “Scope of Record Search”; Providing for Section 2-707 Entitled “Records In Storage”; Providing for Section 2-708 Entitled “Computer Records”; Providing for Section 2-709 Entitled “Fees for Records”; Providing for Section 2-710 Entitled “Accountability for Funds”; Providing for Section 2-711 Entitled “Open Record Form Adopted”; Providing for Section 2-712 Entitled “Legal Questions”; Providing for Section 2-713 Entitled “Reserved”; Retaining Section 7-214 Entitled Destruction of Public Records; Scanning and Storing Public Records; Providing for the Repealer of the Current Section 2-701 through 2-713 and Sections 2-711, 2-712 and 2-713 of Chapter 18 Entitled “Fee Schedule”; Providing for Savings; Providing for Codification; Providing for Severability; and Declaring an Emergency.**

Background: In SB 535, the Oklahoma Legislature approved some amendments to the Oklahoma Open Record Act Title 51, Oklahoma Statutes §24A.1 *et seq.* These amendments help municipalities in working with records requests that do not describe the requested records with reasonable specificity. To have reasonable specificity, a request shall: “a) specify a general time frame within which the requested records would have been created or transmitted, b) seek identifiable records, rather than general information without any qualifiers or other specifications, and c) include search terms that are sufficiently specific to assist the public body in identifying the requested records. If a public body has engaged with the requestor to seek the information needed to fulfill the request and to identify the records sought by the requestor, including providing the requestor with general topics or a specific list of records related to the request, the request may be denied if it is still not reasonably specific.” Additionally, SB 535 allows a municipality to require advance payment of the estimated authorized fees when the estimated cost exceeds Seventy-five Dollars (\$75.00) or if the requestor has outstanding fees from previous requests. Any portion of an advance payment that exceeds the costs of responding to the request must be returned to the requestor.

To implement these changes a review of the existing article controlling open records was reviewed. City administration determined it was simpler to adopt a new article rather than amend the existing article. The current provisions on destruction and scanning of public records are retained. The Article adopts a new open record form to be used by the requestor and City in responding to requests.

Attachment: Ordinance No. 2025-24

Recommendation: Approval

16. Consider Approval of the Emergency Clause for Ordinance No. 2025-24.

Note: At least seven (7) affirmative votes are required to pass the emergency clause.

17. Consider Approval of Memorandum of Agreement with the County Commissioners of Noble County and the Main Street of Perry, Inc., with respect to proposed construction project for the “Square.

Background: This MOA provides a framework for the proposed construction plan to make improvements on the inner Square. The MOA has been approved by all other parties to the agreement.

Attachment: MOA

Recommendation: Approval

18. Consider convening into Executive Session for the purpose of discussing the purchase of certain real property located near the Interstate 35 corridor, pursuant to Title 25, Section 307(B)(3) of the Oklahoma Statutes, as amended.

19. Reconvene into regular session.

- 20. Take any action deemed necessary pursuant to such executive session.**
- 21. New Business (matters not known about or which could not reasonably be foreseen prior to the time of posting. (Title 25, Section 311A.9 of Oklahoma Statutes as amended).**
- 22. Adjourn**

Posted at Perry City Hall & Council Chambers.

November 14, 2025, 12:00 P.M.

Christy Conrad, City Clerk



Board of Trustees of the Perry Municipal Authority

Agenda – Regular Meeting

November 17, 2025 @ 6:15 P.M.

Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order

Roll Call

Declaration of Quorum

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its Trust Manager, staff, attorney or to the recommending board, commission, or committee. All Agenda Items Are for Discussion and Whatever Further Action the Authority Deems Necessary or Advisable to Discharge Their Statutory Powers of Government.

1. Consent Agenda

All Items Listed under the Consent Agenda Are Deemed to Be Non-controversial and Routine in Nature by the Governing Body. They Will Be Approved by One Motion of the Governing Body. The Items on the Consent Agenda Will Not Be Discussed. Any Member of the Governing Body Desiring to Discuss an Item on the Consent Agenda May Request That It Be Removed from the Consent Agenda and Placed in its Proper Order on the Regular Agenda. It Will Then Be Considered at That Time.

A. Receive and Approve the Minutes of the Regular PMA Meeting of November 3, 2025.

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the PMA Agenda or Citizens presenting their concerns or comments. (Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Presiding Officer. Such a person should stand before the podium and address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided with a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body.

Perry Municipal Authority Regular Meeting Agenda
November 17, 2025
Page 2

If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

5. Adjourn

Posted at Perry City Hall & Council Chambers.

November 14, 2025, 12:00 P.M.

Christy Conrad, Secretary



Board of Trustees of the Perry Facilities Authority

Agenda – Regular Meeting

November 17, 2025 @ 6:15 P.M.

Municipal Building | 729 Cedar Street, Perry, Oklahoma 73077

Meeting Called to Order

Roll Call

Declaration of Quorum

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item. The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its Trust Manager, staff, attorney or to the recommending board, commission, or committee. All Agenda Items Are for Discussion and Whatever Further Action the Authority Deems Necessary or Advisable to Discharge Their Statutory Powers of Government.

1. Consent Agenda

All Items Listed under the Consent Agenda Are Deemed to Be Non-controversial and Routine in Nature by the Governing Body. They Will Be Approved by One Motion of the Governing Body. The Items on the Consent Agenda Will Not Be Discussed. Any Member of the Governing Body Desiring to Discuss an Item on the Consent Agenda May Request That It Be Removed from the Consent Agenda and Placed in its Proper Order on the Regular Agenda. It Will Then Be Considered at That Time.

A. Receive and Approve the Minutes of the Regular PMA Meeting of November 3, 2025.

2. Items Removed from Consent Agenda for Discussion.

3. Consider and act on items removed from the Consent Agenda, if any.

4. Comments from Those Assembled Pertaining to Items on the PFA Agenda or Citizens presenting their concerns or comments.

(Note: Only items listed on the agenda can be discussed between the commentor and the governing body members. If there is any agenda item that any person wishes to address, such person shall raise their hand to be recognized by the Presiding Officer. Such a person should stand before the podium and address their remarks to a specific agenda item. A maximum three (3) minute address by such person may be provided. For commentors on items not on the agenda, such persons shall be provided with a maximum of three (3) minutes, but no discussion should occur between such commentor and the governing body. If discussion is desired, the item should be directed to be placed on the next regular or special agenda. The Presiding Officer may provide additional time. This procedure is to ensure that no violation of the Oklahoma Open Meeting Act occurs.

Perry Facilities Authority Regular Meeting Agenda
November 17, 2025
Page 2

5. Adjourn

Posted at Perry City Hall & Council Chambers.

November 14, 2025, 12:00 P.M.

Christy Conrad, Secretary