

**GROVE CITY COUNCIL  
REGULAR MEETING  
TUESDAY, MAY 20, 2025  
MINUTES**

The Grove City Council met in regular session on Tuesday, May 20, 2025 at 4:30 PM with Vice-Mayor Ivan Devitt presiding. Members present were Peggy Steed and Andy Stewart. Members Ed Trumbull and Marty Dyer were absent. Also present was City Manager, Debbie Bottoroff; City Attorney, Darren Cook; City Treasurer, Lisa Allred; Public Works Director, Deric Douthit, and Municipal Clerk, Laura Davila.

**Additional Staff Present:**

Municipal Clerk – Karyn Pesich  
Human Resources Director – Kristi Ford  
Convention and Tourism Director – Brent Malone  
Administrative Assistant CTB – Jeff Lovelady

**PUBLIC COMMENTS:**

Vice Mayor Ivan Devitt presented the Gary Dunham Memorial Scholarships to the following continuing education students in the amount of \$500:

- ✓ Justice Bassett
- ✓ Tyler Bloss
- ✓ Chloe Brown
- ✓ Zane Malone

**AGENDA ITEMS:**

Steed made the motion to approve the minutes from the May 6, 2025 Regular Meeting. Second by Stewart. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

Steed made the motion to approve the Purchase Order Register. Second by Stewart. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the Approval of Amended Documents with the Bank of Grand Lake to Secure Financing to Construct a new Expo Center at Wolf Creek Park & Boating Facility.

- a. Assignment of Royalty Payment Agreement
- b. Agreement of Support of Assignment of Royalty Payment Agreement with FCOK-ONE LLC

Cook reported that on February 3, 2025, City Council and Grove Economic Development Authority held a Special Meeting and approved documents with Bank of Grand Lake for securing financing for the construction of the Wolf Creek Expo Center. Although it was the intent, the documents did not include the appropriate wording to allow Bank of Grand Lake to locate Automatic Teller Machines (ATM) at the Wolf Creek Expo Center. The amended documents include the wording that was inadvertently not included in the original documents. Stewart made the motion to approve the documents as presented. Second by Steed. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to Authorizing the mayor and/or the Vice-Mayor to sign documents with the LOCAL BANK for the Grove Municipal Airport Managing Authority's loan not-to-exceed \$35,000 for construction of additional office space at the Grove Regional Airport Terminal. Staff reported that on April 15, 2025 the Council authorized the Grove Municipal Airport Managing Authority (GMAMA) to issue debt in an amount not-to-exceed \$35,000.00. The purpose of issuing debt is to finance the construction of additional office space at the airport terminal. GMAMA does not have a Federal Tax ID Number and will have to use the City of Grove's

Federal Tax ID Number to avoid delaying the loan process. Stewart made the motion to authorize the mayor and/or Vice Mayor to sign documents with the LOCAL Bank as presented and discussed. Second by Steed. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to the approval of a Resolution amending the 2024-2025 City Capital Budget. Allred reported that the street department would like to purchase a used grater from the County. This amendment is to appropriate funds to be able to purchase it. Steed made the motion to approve the Budget Amendment Resolution as presented. Second by Stewart. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to Awarding bids for the construction at the new Police Station located at 1141 NEO Loop, Grove, OK as recommended by Timberlake Construction.

### **Police Department**

- |   |                                 |
|---|---------------------------------|
| • Bid Package 03A – Building Concrete                             | Spencer Concrete and Excavation |
| • Bid Package 04A – Masonry                                       | Precision Stone & Design        |
| • Bid Package 06A – Millwork and Finish Carpentry                 | Mid-Continent Millwork          |
| • Bid Package 06B – Rough Carpentry & General Trades              | Timberlake Construction         |
| • Bid Package 07C – Exterior Insulation and Finish Systems (EIFS) | Talon Commercial Services       |
| • Bid Package 08A – Doors, Frames and Hardware (Material Only)    | Resource Door & Hardware        |
| • Bid Package 08B – Overhead Doors                                | Overhead Door Company           |
| • Bid Package 08C – Storefront, Glass and Glazing                 | Commercial Glass & Metal        |
| • Bid Package 09B – Flooring                                      | Millcreek Carpet                |
| • Bid Package 09C – Painting                                      | Evan's Painting                 |
| • Bid Package 12A – Window Treatment                              | Contract Drapery                |
| • Bid Package 13A – Metal Building System (PEBM)                  | Metal Building Industries       |
| • Bid Package 21A – Fire Suppression                              | VCS Sprinklers                  |
| • Bid Package 22A – Plumbing                                      | Climatech                       |
| • Bid Package 23A – Mechanical                                    | Climatech                       |
| • Bid Package 26A – Electrical and Fire Alarm                     | All Star Electric               |

### Packages to be rebid **Police Department**

- Bid Package 05A - Structural Steel
- Bid Package 07A – Roofing
- Bid Package 07B – Joint Sealants
- Bid Package 09A – Metal Framing Drywall, Insulation, Ceilings
- Bid Package 10A – Specialties
- Bid Package 32A – Fences & Gates

### Packages removed: **Police Department**

- Bid Package 10B – Signage
- Bid Package 10C – Flagpoles
- Bid Package 32C – Landscape and Irrigation

Steed made the motion to award the bids for the Construction of the new Police Station located at 1141 NEO Loop, as recommended by Timberlake Construction. Second by Stewart. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

Devitt opened the floor for Discussion with Respect to Awarding bids for the construction at the new Fire Station located at 1820 S Broadway St, Grove, OK as recommended by Timberlake Construction.

## **Fire Department**

- |  |                                 |
|--|---------------------------------|
| • Bid Package 03A – Building Concrete                              | Spencer Concrete and Excavation |
| • Bid Package 04A – Masonry  | Precision Stone & Design        |
| • Bid Package 06A – Millwork and Finish Carpentry                  | Mid-Continent Millwork          |
| • Bid Package 06B – Rough Carpentry & General Trades               | Timberlake Construction         |
| • Bid Package 07C – Exterior Insulation and Finish Systems (EIFS)  | Talon Commercial Services       |
| • Bid Package 08A – Doors, Frames and Hardware (Material Only)     | Resource Door & Hardware        |
| • Bid Package 08B – Overhead Doors                                 | DH Pace                         |
| • Bid Package 08C – Storefront, Glass and Glazing                  | Commercial Glass & Metal        |
| • Bid Package 09A – Metal Framing, Insulation Drywall and Ceilings | Southwest Drywall               |
| • Bid Package 09B – Flooring                                       | Bryan's Flooring                |
| • Bid Package 09C – Painting                                       | Evan's Painting                 |
| • Bid Package 12A – Window Treatment                               | Contract Drapery                |
| • Bid Package 13A – Metal Building System (PEBM)                   | Metal Building Industries       |
| • Bid Package 21A – Fire Suppression                               | VCS Sprinklers                  |
| • Bid Package 23A – Mechanical                                     | Climatech                       |
| • Bid Package 26A – Electrical and Fire Alarm                      | All Star Electric               |

### Packages to be rebid **Fire Department**

- Bid Package 05A - Structural Steel
- Bid Package 07A – Roofing
- Bid Package 07B – Joint Sealants
- Bid Package 10A – Specialties
- Bid Package 22A - Plumbing
- Bid Package 32A – Fences & Gates
- Bid Package 32B – Landscaping and Irrigation

### Packages to be removed: **Fire Department**

- Bid Package 10B – Signage
- Bid Package 10C – Flagpoles
- Bid Package 32A – Fences & Gates
- Bid Package 32B – Landscaping and Irrigation

Steed made the motion to award the bids for the Construction of the new Fire Station located at 1820 S. Broadway, Grove, OK as recommended by Timberlake Construction. Second by Stewart. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.

## **STAFF REPORTS:**

Bottoroff reported that Crossland Construction held a bid opening on May 15, 2025, for subcontractors for the Construction of Wolf Creek Expo Center. Construction is still on schedule to begin before the end of the month.

Bottoroff also added that the demolition of the community Center is complete. The cleanup and restoration of the exterior walls are underway. With all the ongoing projects, the funding for the construction of a new Community Center parking lot will be moved to the 2025-2026 City Capital Budget and construction will begin in the fall of 2025.

## **WARD REPORTS:**

Steed reported that she visited the new restaurant 'The Drunken Rooster' and there were several fishermen in town who were complimenting the City of Grove.

## **WORKSESSION:**

Devitt opened the floor for discussion with respect to presentation of the proposed 2025-2026 fiscal year budget. Cook reported that the goal with this year's budget is to increase wages for all non-union employees and continue to maintain the \$100,000 Life Insurance provided for employees at no cost. Cook added that the proposed budget reflects a 5% COLA pay increase to employees with a merit increase on their anniversary date effective 07-01-2025.

Cook reported that sales tax and other sources of revenue are budgeted conservative. Sales tax revenue was budgeted at a rate less than the actual sales tax generated last year. Cook highlighted that liability, property, and worker's compensation insurance would see an increase 15%-35%. OMAG is raising rates for all its municipal customers.

Cook introduced the following proposed 2025-2026 fiscal year budget:

|  |                     |
|--|---------------------|
| <b><u>TOTAL REVENUE CITY GENERAL FUND:</u></b> | <b>\$15,353,600</b> |
| <b><u>CITY GENERAL FUND EXPENDITURES:</u></b>  |                     |

|                               |                     |
|-------------------------------|---------------------|
| • Governing Board             | \$6,757,600         |
| • Administration              | \$881,000           |
| • Finance                     | \$125,200           |
| • Legal & Courts              | \$107,600           |
| • Police Administration       | \$2,780,800         |
| • Animal Control              | \$148,700           |
| • Fire Department             | \$1,535,900         |
| • Street Department           | \$1,119,100         |
| • Vehicle Maintenance         | \$163,000           |
| • Building Inspection         | \$147,500           |
| • Code Enforcement            | \$119,100           |
| • Planning & Zoning           | \$46,300            |
| • E911                        | \$21,800            |
| • Buildings & Grounds         | \$871,900           |
| • City Hall                   | \$57,000            |
| • Golden Age Senior Center    | \$20,900            |
| • Wolf Creek Expo Center      | \$138,300           |
| • Sports & Recreation Complex | \$20,400            |
| • Wolf Creek Park             | \$34,000            |
| • Grove Springs Park          | \$4,400             |
| • Rotary Veterans Park        | \$5,700             |
| • Grove Library Building      | \$26,200            |
| • Old Library Building        | \$2,400             |
| • Cemeteries                  | \$7000              |
| • NEO Higher Education Center | \$41,400            |
| • Airport                     | \$39,100            |
| • Swimming Pool               | \$51,300            |
| <b><u>TOTAL</u></b>           | <b>\$15,353,600</b> |

|                            |                    |
|----------------------------|--------------------|
| <b><u>CITY CAPITAL</u></b> | <b>\$7,469,400</b> |
|----------------------------|--------------------|

Cook added that a Public Hearing on the budget is scheduled for the June 3<sup>rd</sup> City Council meeting. Cook and staff entertained questions, comments, and concerns from the Board. The presentation of the Budget lasted approximately 40 minutes. No action taken.

At 5:11 PM Steed made the motion to adjourn the meeting. Second by Stewart. AYE: Steed, Stewart, Devitt. NAY: None. Motion Carried.