

SAPULPA MUNICIPAL AUTHORITY MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., MONDAY, DECEMBER 3, 2018

MEETING PROCEDURE: Comments from the public are welcome at two different times during the course of the meeting. A Sign in Sheet is located at the back of the room. Those wishing to address the Municipal Authority are to sign in prior to the start of the meeting and identify the item(s) they wish to address. Comments concerning items scheduled on the Agenda will be heard immediately following the presentation by staff or petitioner and Comments concerning items not scheduled on the Agenda will only be heard under the Public Comments section. The Municipal Authority will act on an Item after all comments have been heard.

PLEASE COME TO THE PODIUM WHEN THE CHAIRMAN CALLS YOUR NAME

- AGENDA -

1. **CALL TO ORDER.**
2. **ROLL CALL.**
3. **MINUTES.**
 - A. Consider approving minutes for the November 19, 2018, municipal authority meeting.
4. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**
5. **CONSENT ITEMS:** All matters under “Consent” are considered by the Municipal Authority to be routine and will be enacted by one motion. Any Municipal Authority Trustee may, however, remove an item from consent by request.
 - A. Consider approving Claims in the amount of \$137,969.96.
(Refer to: Purchase Order Claim Register with City Agenda.)
 - B. Consider approving schedule of meetings for calendar year 2019.
6. **PUBLIC HEARINGS.**
7. **ADMINISTRATION.**
8. **NEW BUSINESS.**

9. **INFORMATIONAL ITEMS FROM CHAIRMAN, BOARD OF TRUSTEES, TRUST MANAGER, OR TRUST ATTORNEY.**

10. **PUBLIC COMMENTS:** The purpose of the Public Comments Section of the Agenda is for members of the public to speak to the Municipal Authority on any subject not scheduled on the Regular Agenda. The Municipal Authority shall make no decision or action, except to direct the Trust Manager to take action, or to schedule the matter for Municipal Authority discussion at a later date.

Please come to the podium when the Chairman calls your name and keep your comments as brief as possible.

11. **ADJOURNMENT.**

Posted this 29th day of November, 2018 at or before 5:00 p.m., at the Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Name: *Mikaila Stepp*

Title: *Administrative Assistant*



AGENDA ITEM

Municipal Authority Regular

3.A.

Meeting Date: December 3, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving minutes for the November 19, 2018, municipal authority meeting.

BACKGROUND:

RECOMMENDATION:

Attachments

minutes.11-19-2018 sma

SAPULPA MUNICIPAL AUTHORITY
TRUST PROCEEDINGS
Meeting of November 19, 2018

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, November 19, 2018, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Chairman
Louis Martin, Jr., Vice-Chairman
John Anderson, Trustee
Bruce Bledsoe, Trustee
Marty Cummins, Trustee
Wes Galloway, Trustee
Carla Gunn, Trustee
Craig Henderson, Trustee
Hugo Naifeh, Trustee
Carla Stinnett, Trustee

Staff Present: Joan Riley, Trust Manager; Pam Vann, Trust Treasurer; Shirley Burzio, Secretary; Mike Hoehner, Utility Billing Supervisor

1. MINUTES, CONSENT ITEMS, AND ADMINISTRATION.

- A.** Motion was made by Trustee Hugo Naifeh, seconded by Vice-Chairman Louis Martin, to approve the first amendment to the Solid Waste Services Agreement with Waste Management allowing Waste Management to manage all commercial account services and extending contract to June 30, 2024.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

Motion was made by Vice-Chairman Louis Martin, seconded by Trustee John Anderson, to approve the following items of business:

- B.** Approve the minutes of the November 5, 2018, regular municipal authority meeting.
- C.** Approve claims in the amount of \$574,096.50;
- D.** Approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority, Sapulpa, Oklahoma, amending the FY 2018-2019 annual budget by increasing budgeted beginning fund balance in the cumulative amount of \$410,604.00 and increasing appropriations in the amount of \$278,150.00 in various funds for the purpose of adjusting budgeted beginning fund balances to actual and appropriating funds for wage

adjustments. (Resolution No. 4551);

- E. Approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Trust Authority amending the FY 2018-2019 annual budget by increasing revenues by \$644,000.00 and increasing appropriations by \$480,000.00 in various funds for the purpose of making adjustments based on current revenue and providing funds for transfers, postage, and the kennel and lab furnishings for the animal shelter. (Resolution No. 4552)

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh, Carla Stinnett. NAY-None. Motion carried 10-0.

2. **INFORMATIONAL ITEMS FROM CHAIRMAN, BOARD OF TRUSTEES, TRUST MANAGER, OR TRUST ATTORNEY.**

- A. The status report from Tetra Tech regarding various City and SMA projects was presented for discussion and review. There was no action taken.

3. **PUBLIC COMMENTS:**

Ms. Lottie Wilds questioned when the new Animal Shelter will open.

4. **ADJOURNMENT.**

There being no further business to consider, motion was made by Vice-Chairman Louis Martin, seconded by Trustee Hugo Naifeh, to adjourn the meeting. Motion carried unanimously.

Chairman

Attest:

Secretary



Consent Agenda 5.A.

Municipal Authority Regular

Meeting Date: December 3, 2018

Submitted By: Amber Fisher, Accounts Payable Clerk

SUBJECT:

Consider approving Claims in the amount of \$137,969.96.

(Refer to: Purchase Order Claim Register with City Agenda.)



AGENDA ITEM

Consent Agenda 5.B.

Municipal Authority Regular

Meeting Date: December 3, 2018

Submitted For: Shirley Burzio, City Clerk

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By: Shirley Burzio

SUBJECT:

Consider approving schedule of meetings for calendar year 2019.

BACKGROUND:

State law requires the trust authority approve a schedule of their meetings for the calendar year. The schedule of meetings will need to be filed with the city clerk before December 15, 2018.

RECOMMENDATION:

Staff recommends approval.

Attachments

2019 schedule of meetings sma

SCHEDULE OF REGULAR MEETINGS

SAPULPA MUNICIPAL AUTHORITY

Meeting Location: City Hall Council Chambers, 2nd Floor, 425 East Dewey Avenue,
Sapulpa, Oklahoma

Calendar Year 2019

<u>DATE</u>	<u>TIME</u>
January 7	7:00 P.M.
January 22*	7:00 P.M.
February 4	7:00 P.M.
February 18	7:00 P.M.
March 4	7:00 P.M.
March 18	7:00 P.M.
April 1	7:00 P.M.
April 15	7:00 P.M.
May 6	7:00 P.M.
May 20	7:00 P.M.
June 3	7:00 P.M.
June 17	7:00 P.M.
July 1	7:00 P.M.
July 15	7:00 P.M.
August 5	7:00 P.M.
August 19	7:00 P.M.
September 3*	7:00 P.M.
September 16	7:00 P.M.
October 7	7:00 P.M.
October 21	7:00 P.M.
November 4	7:00 P.M.
November 18	7:00 P.M.
December 2	7:00 P.M.
December 16	7:00 P.M.

Note: Due to holidays, those meeting dates shown with an asterisk (*) have been scheduled for Tuesday.

Passed and approved by the Sapulpa Municipal Authority of Sapulpa, Oklahoma, on the _____ day of _____, 2018.

Received and filed in the Office of City Clerk on the _____ day of _____, 2018.

Shirley Burzio
City Clerk