

SAPULPA MUNICIPAL AUTHORITY
TRUST PROCEEDINGS
Meeting of December 3, 2018

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, December 3, 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
Carla Gunn, Trustee
Craig Henderson, Trustee
Hugo Naifeh, Trustee

Absent: Wes Galloway, Trustee
Carla Stinnett, Trustee

Staff Present: Joan Riley, Trust Manager; Rick Rumsey, Assistant Trust Manager; Pam Vann, Trust Treasurer; David Widdoes, Trust Attorney; Shirley Burzio, Secretary

1. MINUTES AND CONSENT ITEMS.

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

- A.** Approve minutes for the November 19, 2018, municipal authority meeting;
- B.** Approve claims in the amount of \$137,969.96;
- C.** Approve the schedule of meetings for calendar year 2019.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Reg Green, Carla Gunn, Craig Henderson, Louis Martin, Hugo Naifeh.
NAY-None. Motion carried 8-0.

2. PUBLIC COMMENTS:

There were no comments made to the board.

3. **ADJOURNMENT.**

There being no further business, the meeting adjourned.

Chairman

Attest:

Secretary



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](#)

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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