

SAPULPA MUNICIPAL AUTHORITY MEETING

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2ND FLOOR

7:00 P.M., TUESDAY, JANUARY 2, 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 the minutes of the December 18, 2017, regular 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 \$36,406.91.
(Refer to: Purchase Order Claims Register with City Agenda.)
6. **PUBLIC HEARINGS.**

7. **ADMINISTRATION.**

- A. Discussion and possible action regarding the adoption of a Resolution of the Sapulpa Municipal Authority amending the FY 2017-2018 annual budget of the Stormwater Management Fund by increasing appropriations in the amount of \$65,000.00 to provide funds for the purchase of property.

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 December, 2017 at or before 5:00 p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: *Anna Jo Fife*

Title: *Administrative Assistant*



AGENDA ITEM

Municipal Authority Regular

3.A.

Meeting Date: January 2, 2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Presented By:

SUBJECT:

Consider approving the minutes of the December 18, 2017, regular municipal authority meeting.

BACKGROUND:

RECOMENDATION:

Attachments

minutes.12-18-2017 sma

DRAFT

SAPULPA MUNICIPAL AUTHORITY
TRUST PROCEEDINGS
Meeting of December 18, 2017

The Board of Trustees of the Sapulpa Municipal Trust Authority met in regular session Monday, December 18, 2017, 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
Marty Cummins, Trustee
Wes Galloway, Trustee
Craig Henderson, Trustee
Alan Jones, Trustee
Hugo Naifeh, Trustee
Charles Stephens, 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, CONSENT ITEMS, AND ADMINISTRATION:

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

- A.** Approve the minutes of the December 4, 2017, regular municipal authority meeting;
- B.** Approve claims in the amount of \$956,755.94;
- C.** Approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, and the Sapulpa Municipal Authority amending the FY 2017-2018 Golf Course budget by increasing revenues and increasing appropriations in the amount of \$1,600.00 to recognize donation revenue for the purchase of aerators. (Resolution No. 4507)

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

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

- A. A status report from Tetra Tech regarding various City and SMA Projects was presented for discussion only. No action was taken.

3. **PUBLIC COMMENTS:**

No comments were made to the board.

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



AGENDA ITEM

Consent Agenda 5.A.

Municipal Authority Regular

Meeting Date: January 2, 2018

Submitted By: Anna Jo Fife, City Manager Assistant

Department: City Manager

Presented By:

SUBJECT:

Consider approving Claims in the amount of \$36,406.91.

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

BACKGROUND:

RECOMENDATION:



AGENDA ITEM

Administration 7.A.

Municipal Authority Regular

Meeting Date: January 2, 2018

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding the adoption of a Resolution of the Sapulpa Municipal Authority amending the FY 2017-2018 annual budget of the Stormwater Management Fund by increasing appropriations in the amount of \$65,000.00 to provide funds for the purchase of property.

BACKGROUND:

The City has contracted for the purchase of a tract of land for the 2nd Street Drainage Project in the amount of \$65,000.00. This purchase was not considered at the time of the budget preparation; however, the fund has sufficient fund balance to appropriate at this time.

RECOMENDATION:

Staff recommends approval of this resolution.

Attachments

Stormwater Management Resolution 12/18/17

Stormwater Management Budget Adjustment 12/18/17

RESOLUTION NO. _____

A RESOLUTION OF THE SAPULPA MUNICIPAL AUTHORITY AMENDING THE FY 2017-2018 ANNUAL BUDGET OF THE STORMWATER MANAGEMENT FUND BY INCREASING APPROPRIATIONS IN THE AMOUNT OF \$65,000.00 TO PROVIDE FUNDS FOR THE PURCHASE OF PROPERTY.

WHEREAS, the City has contracted to purchase a tract of land for the 2nd Street Drainage Project, and

WHEREAS, this purchase was not anticipated during the completion of the original budget thus an additional appropriation of \$65,000.00 is needed from Fund Balance,

NOW, THEREFORE BE IT RESOLVED, by the Sapulpa Municipal Authority, Sapulpa, Oklahoma, that the following budget amendment be made:

(Increase)	29-529-406 Land	<u>\$65,000.00</u>
	Total Appropriations Increase:	\$65,000.00

PASSED BY THE SAPULPA MUNICIPAL AUTHORITY, SAPULPA, and signed by the Chairman this 18th day of December 18, 2017.

Reg Green, Chairman

ATTEST:

Shirley Burzio, Trust Secretary

David Widdoes, Trust Attorney

