

**ADMINISTRATION & FINANCE
COMMITTEE MEETING**

SAPULPA CITY HALL - 425 EAST DEWEY
2nd FLOOR CONFERENCE ROOM
THURSDAY MAY 17, 2018- 5:30 P.M.

Notice is hereby given that the Administration and Finance Committee of the City of Sapulpa, Oklahoma will meet in regular session at 5:30 p.m. on the 17th day of May, 2018, in the 2nd floor Conference Room of the Sapulpa City Hall, located at 425 E Dewey Avenue in said city, with the agenda for said meeting as follows:

AGENDA

1. CALL TO ORDER.
2. ROLL CALL.
3. CONSIDER APPROVAL OF MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE MEETING OF APRIL 30, 2018.
4. ADMINISTRATION.
 - A. Discuss and possible recommendations regarding revenues, expenses, and 2018/2019 FY budget.
5. NEW BUSINESS. (Items that were not know about at the time of posting the Agenda.)
6. ADJOURNMENT.

Posted this 15th day of May, 2018 at or before 5:00 o'clock p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: _____

Title: _____



Current Business 3.

Administration and Finance Committee

Meeting Date: 05/17/2018

Submitted For: Shirley Burzio, City Clerk

Submitted By: Amy Hoehner, Legal Assistant

SUBJECT:

CONSIDER APPROVAL OF MINUTES OF THE ADMINISTRATION AND FINANCE COMMITTEE MEETING OF APRIL 30, 2018.

Attachments

minutes.04-30-2018 Administration & Finance Committee

CITY OF SAPULPA, OKLAHOMA
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
Meeting of April 30, 2018

The Administration and Finance Committee of Sapulpa, Oklahoma, met in regular session April 30, 2018, at time in the 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Chairman Reg Green; Member Alan Jones; Member Louis Martin, Jr.;
Member Hugo Naifeh

Staff Present: Joan Riley, City Manager; Rick Rumsey, Assistant City Manager; Pam Vann, City Treasurer / Finance Director; David Widdoes, City Attorney; Shirley Burzio, City Clerk; Becky McGinnis, H. R. Director

1. **MINUTES.**

Motion was made by Mr. Louis Martin, seconded by Mr. Hugo Naifeh, to approve the minutes of the January 29, 2018, Administration and Finance Committee meeting.

2. **ADMINISTRATION**

1. **Presentation and discussion of Sapulpa's debt to income ratio by Municipal Financial Services.**

Representatives from Municipal Finance Services, Inc., discussed with the committee the funding required to cover a twenty-six year loan with the Oklahoma Water Resources Board. The projects to be funded will be the Wastewater System Improvements in the amount of \$4,547,050.00, Frankoma Road Sanitary Sewer System Extension in the amount of \$3,043,900.00, and Pipeline Television Inspection System in the amount of \$85,000.00 for a total estimated projects costs of \$7,675,950.00. The loan transaction costs will be \$174,050.00 for a total loan budget of \$7,850,000.00. Municipal Finance Services, Inc., recommended an increase to the sewer rates based on volumetric flow.

No action was taken by the committee.

2. **Discuss future capital projects, bonds, and funding.**

A list of 2019 General Obligation Bond proposed projects were presented to the committee. Listed were for Economic Development - Route 66 Corridor, Retail Development, Downtown Development, Infill Housing Revitalization, Incentives for Growth and Retention and Town West Development; Public Safety - Fire Station #3 Replacement, Public Safety CAD System, Fire Training Facility, Mobile Data

System, Computers/Security Cameras; Digi-Ticket upgrades, Door Lock Technology, HVAC for the Police Station, Replace 20 800 MHZ Radios, Police Building Remodel, Fire Range Upgrades; Quality of Life - 100 Acre Sports Complex Phases 2 - 5, City Lakes Clean-up, Camping and Rental, City Golf Course Irrigation, Club House & Tee Boxes, Splash Pad and Bike Trails; Streets, Buildings, Structures and Upgrades - Cheyenne Road, Complete Automated Meters, Downtown Sidewalk and Streetscape, Annex Building Remodel, and Administration Building Remodel.

No action was taken by the committee.

3. ADJOURNMENT.

There being no further business, the meeting adjourned.