

**ADMINISTRATION & FINANCE
COMMITTEE MEETING**

SAPULPA CITY HALL - 425 EAST DEWEY
2nd FLOOR CONFERENCE ROOM
MONDAY, DECEMBER 4, 2017- 5:00 P.M.

Notice is hereby given that the Administration and Finance Committee of the City of Sapulpa, Oklahoma will meet in regular session at 5:00 p.m. on the 4th day of December, 2017, 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. MINUTES.
 - A. Consider approving the minutes for the May 17, 2017 Administration and Finance meeting.
 - B. Consider approving the minutes from the October 26, 2017 Administration and Finance meeting.
4. ADMINISTRATION
 - A. Discuss Financing options with Municipal Finance regarding:
 - (1) Wastewater Plant facility upgrades
 - (2) Sewer infrastructure
 - B. Discuss an ordinance amending the city code to provide a licensing process for the use of the public ways in connection with the sale of transport gas.
5. **EXECUTIVE SESSION.**
 - A. Consider entering into Executive Session for the purpose of discussing:
 1. The purchase and/or acquisition of real property located at or about 8810 W 100th St S, Sapulpa, Oklahoma in relation to the Animal Shelter Project. [25 O.S. Section 307 (B) (3)]

B. Consider action in open session regarding matters discussed in Executive Session.

6. ADJOURNMENT.

Posted this 30th day of November, 2017 at or before 5:00 o'clock p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: _____

Title: _____



Current Business 3.A.

Administration and Finance Committee

Meeting Date: 12/04/2017

Submitted By: Shirley Burzio, City Clerk, City Clerk

SUBJECT:

Consider approving the minutes for the May 17, 2017 Administration and Finance meeting.

Attachments

minutes.05-18-2017 adm & finance

CITY OF SAPULPA, OKLAHOMA
ADMINISTRATION AND FINANCE COMMITTEE PROCEEDINGS
Meeting of May 18, 2017

The Administration and Finance Committee of Sapulpa, Oklahoma, met in regular session Monday, May 18, 2017, at 6:00 o'clock P.M. in the 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

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

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

1. CURRENT BUSINESS

A. Discuss Fiscal Year 2017-2018 Budget.

Finance Director Pam Vann presented the Fiscal Year 2017-2017 annual budget to the committee. The committee discussed the budget with no action taken in regard to the budget. The budget will be presented to the council at the June 5, 2017, meeting.

2. ADJOURNMENT.

There being no further business, the meeting adjourned.



Current Business 3.B.

Administration and Finance Committee

Meeting Date: 12/04/2017

Submitted By: Becky McGinnis, HR Director, Human Resources

SUBJECT:

Consider approving the minutes from the October 26, 2017 Administration and Finance meeting.

Attachments

A & F - 10-26-17

**CITY OF SAPULPA, OKLAHOMA
ADMINISTRATION AND FINANCE COMMITTEE PROCEEDINGS
Meeting of October 26, 2017**

The Administration and Finance Committee of Sapulpa, Oklahoma, met in regular session Thursday, October 26, 2017, beginning at 6:05 o'clock P.M. in the 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

**Present: Reg Green Green, Chairman
 Hugo Naifeh, Member
 Louis Martin, Jr., Member**

**Staff Present: Joan Riley, City Manager
 Rick Rumsey, Assistant City Manager
 Pam Vann, City Treasurer / Finance Director
 David Widdoes, City Attorney
 Becky McGinnis, HR Director**

4 **ADMINISTRATION**

A. **Discuss and consider recommendations concerning IT Assessment and Proposals.**

 The City Manager distributed quotes for the IT proposals and requested parameters from the Administration and Finance Committee if necessary. Member Hugo Naifeh stated it should be the City Manager's decision

B. **Discuss the status of the current GO Bond Projects,**

Rick Rumsey gave a brief overview of the GO Bond Projects:

- Spillway project is done
- DEQ – 30 days out of getting Right of Way- the initial verbal agreement fell through
- Contract on sale of 81st Street property
- Sports Complex – Phase 1 money will be used for a Quad – 2 lighted fields and a softball field and a restaurant
- WWTP – Currently at 60-70% capacity. According to Tetra Tech we are at 97% capacity for BODs. To update the plant by putting a conveyor belt press and blowers/fans this should suffice us for another 25 years. An estimate for those items is 4.7 million.

ADJOURNMENT. – Member Lou Martin made the motion, 2nd by Chairman Reg Green – 7:05p

2.

There being no further business, the meeting adjourned.