

SAPULPA DEVELOPMENT AUTHORITY MEETING
CITY HALL - 425 EAST DEWEY AVENUE
COUNCIL CHAMBERS, 2ND FLOOR
7:00 P.M., MONDAY, JUNE 17, 2019

Notice is hereby given that the Mayor and Development Authority of the City of Sapulpa, Oklahoma, will meet in regular session at 7:00 p.m. on the 17th day of June, 2019 in the Council Chambers, Sapulpa City Hall, 425 E. Dewey Avenue, Sapulpa, Oklahoma, with the agenda for said meeting as follows:

- AGENDA -

1. **CALL TO ORDER.**

2. **ROLL CALL.**

3. **MINUTES.**
 - A. Consider approval of minutes of the Sapulpa Development Authority Meeting of June 18th, 2018.

4. **APPOINTMENTS, AWARDS, PRESENTATIONS, AND PROCLAMATIONS.**

5. **CONSENT ITEMS:** All matters under “Consent” are considered by the Development Authority to be routine and will be enacted by one motion. Any Development Authority member may, however, remove an item from consent by request.

6. **PUBLIC HEARINGS.**

7. **ADMINISTRATION.**
 - A. Discussion and possible action regarding a Resolution of the Board of Trustees of the Sapulpa Development Authority, Sapulpa, Oklahoma, adopting and appending a budget for the Sapulpa Development Authority, Sapulpa, Oklahoma, for the year beginning July 1, 2019, and ending June 30, 2020.

8. **NEW BUSINESS.** (Items that were not known about at the time of posting the agenda.)

9. **INFORMATIONAL ITEMS FROM MAYOR, DEVELOPMENT AUTHORITY, CITY MANAGER, OR CITY ATTORNEY.**

10. ADJOURNMENT.

Posted this 13th day of June, 2019 at or before 5:00 o'clock p.m., at the Sapulpa City Hall, 425 East Dewey, Sapulpa, Oklahoma.

Name: Mikaila Stepp

Title: Administrative Assistant



AGENDA ITEM

Sapulpa Development Authority

3.A.

Meeting Date: 06/17/2019

Submitted By: Mikaila Stepp, Administrative Assistant

Department: City Manager

Presented By:

SUBJECT:

Consider approval of minutes of the Sapulpa Development Authority Meeting of June 18th, 2018.

BACKGROUND:

RECOMMENDATION:

Attachments

SDA Minutes 6/18/18

SAPULPA DEVELOPMENT AUTHORITY MEETING
TRUST PROCEEDINGS
Meeting of June 18, 2018

The Board of Trustees of the Sapulpa Development Authority met in regular session Monday, June 18, 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
Hugo Naifeh, Trustee

Absent: Craig Henderson, 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 AND ADMINISTRATION.

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

- A.** Approve the minutes of the June 5, 2017, Sapulpa Development Authority meeting;
- B.** Approve the adoption of a Resolution of the Board of Trustees of the Sapulpa Development Authority, Sapulpa, Oklahoma, adopting and appending a budget for the Sapulpa Development Authority, Sapulpa, Oklahoma, for the year beginning July 1, 2018, and ending June 30, 2019. (Resolution No. 4535);
- C.** Approve the adoption of a resolution of the Sapulpa Development Authority, Sapulpa, Oklahoma, amending the FY 2017-2018 annual budget by increasing revenues and appropriations by \$5,000.00 to recognize reimbursement revenue to provide funding for legal services. (Resolution No. 4536);

- D. Approve an agreement for legal services with Hilborne and Weidman, P.C., as special counsel to assist creating a Tax Increment Financing District for the SeneGence International Midwest Business Park.

ROLL CALL: AYE-John Anderson, Bruce Bledsoe, Marty Cummins, Wes Galloway, Reg Green, Louis Martin, Hugo Naifeh. NAY-None. Motion carried 7-0.

2. **ADJOURNMENT.**

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

Chairman

Attest:

Secretary



AGENDA ITEM

Sapulpa Development Authority

7.A.

Meeting Date: 06/17/2019

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discussion and possible action regarding a Resolution of the Board of Trustees of the Sapulpa Development Authority, Sapulpa, Oklahoma, adopting and appending a budget for the Sapulpa Development Authority, Sapulpa, Oklahoma, for the year beginning July 1, 2019, and ending June 30, 2020.

BACKGROUND:

The Administration and Finance Committee met May 30, 2019, and discussed the budget as proposed. The proposed budget was presented to Council and was discussed at the June 3, 2019, study session. The budget is balanced and does meet the requirements of the City of Sapulpa for the proper and sustained operations of the City, Authorities, and related funds.

RECOMMENDATION:

Staff recommends approval of the Resolution.

Attachments

FY 2019-2020 Budget Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
SAPULPA DEVELOPMENT AUTHORITY, SAPULPA, OKLAHOMA,
ADOPTING AND APPENDING A BUDGET FOR THE SAPULPA
DEVELOPMENT AUTHORITY, SAPULPA, OKLAHOMA, FOR THE
YEAR BEGINNING JULY 1, 2019, AND ENDING JUNE 30, 2020.**

WHEREAS, a budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, has been prepared by the Trust Manager; and

WHEREAS, said budget has been presented by the Trust Manager to the City, as beneficiary, for their approval in compliance with Title 60 of the Oklahoma Statutes and is hereby submitted to the Trustees for their approval as required by Article VIII of the Trust Indenture; and

WHEREAS, this proposed budget has been filed with the Trust Secretary and will be filed with the State Auditor and Inspector and County Excise Board after a public hearing has been held and the budget duly adopted by the Trustees; and

WHEREAS, the legal level of control established by the Council by Resolution regarding budget adoption, transfers, budget amendments and financial policies shall also apply to the Trust Authority operations; and

WHEREAS, the provisions of the Oklahoma Municipal Budget Act, as adopted by the City Council also apply to the Trust with the exception that all powers conferred to Title 60 Public Trusts under the applicable state statutes and all provisions contained in the Sapulpa Development Authority indenture are hereby recognized and not abridged thereby; and

WHEREAS, after full and final consideration, the public hearing has been held on said budget and it is in the opinion of the Chairman and Board of Trustees that this budget, as filed, is balanced and does meet the requirements of the Sapulpa Development Authority for the proper and sustained operation of the services of the Authority; and should be approved as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SAPULPA DEVELOPMENT AUTHORITY, SAPULPA, OKLAHOMA, THAT:

Section 1. The Budget Summary, Fund Summaries and departmental expenditures as shown by object code classification totals for all Trust Authority operations be adopted as the FY 19/20 Operating Budget of the Sapulpa Development Authority.

Section 2. That the City Treasurer is authorized to invest any funds not needed for current use, whether operating funds or bond funds, in accordance with Oklahoma Statutes, Title 62, Section 348.1

Section 3. All appropriations shall lapse at the end of the fiscal year.

**DULY PASSED AND APPROVED BY THE BOARD OF TRUSTEES OF
THE SAPULPA DEVELOPMENT AUTHORITY, SAPULPA, OKLAHOMA, BY
A VOTE _____ TO _____ ON THIS _____
OF
_____, 2019.**

APPROVED:

Reg Green, Chairman

ATTEST:

Shirley Burzio, Secretary

APPROVED AS TO FORM:

David Widdoes, Trust Attorney