

CITY OF SAPULPA, OKLAHOMA
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
Meeting of January 29, 2018

The Administration and Finance Committee of Sapulpa, Oklahoma, met in regular session Monday, January 29, 2018, at 6:00 o'clock P.M. 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; Amy Hoehner, Legal Assistant

Attendees: John Weidman, Hilborne & Weidman

1. MINUTES.

Motion was made by Mr. Hugo Naifeh, seconded by Mr. Alan Jones, to approve the minutes of the December 4, 2017, Administration and Finance Committee meeting.

ROLL CALL: AYE-Reg Green, Alan Jones, Louis Martin, Hugo Naifeh.
NAY-None. Motion carried 4-0.

2. ADMINISTRATION.

A. Discuss status of the Oklahoma Nursing Home UPL Program.

City Attorney David Widdoes told the committee the state has denied the original applications submitted for participation in the Oklahoma Nursing Home UPL Program. There has been a change in the funding requirement relating to Medicaid. The city will need to assess the benefit for participating in the program. Applications will need to be resubmitted.

No action was taken by the committee.

B. **Discuss financing capital needs for improvement at the Wastewater Plant and sewer extension to City property at 81st Street and Frankhoma Road.**

The developer for the proposed Hickory Hills Subdivision has decided not to pursue development of a housing addition. It is not feasible for the city to extend sewer lines to the proposed site.

The city can extend sewer lines for the proposed housing development on Frankoma Road and 81st Street. A lift station will need to be constructed.

No action was taken by the committee.

3. **ADJOURNMENT.**

There being no further business to consider, motion was made by Mr. Reg Green, seconded by Mr. Louis Martin, to adjourn the meeting. Motion carried unanimously.



AGENDA ITEM

Administration and Finance Committee

3.

Meeting Date: 01/29/2018

Submitted By: Shirley Burzio, City Clerk

Department: City Clerk

Attachments

minutes.12-04-2017 adm & finance

DRAFT

CITY OF SAPULPA, OKLAHOMA
ADMINISTRATION AND FINANCE COMMITTEE PROCEEDINGS
Meeting of December 4, 2017

The Administration and Finance Committee of Sapulpa, Oklahoma, met in regular session Monday, December 4, 2017, at 5:00 o'clock P.M. in the 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

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

Chairman Reg Green called the meeting to order.

2. MINUTES.

Motion was made by Mr. Louis Martin, seconded by Mr. Hugo Naifeh, to approve the following minutes:

- A.** Approve the minutes for the May 17, 2017, Administration and Finance meeting;
- B.** Approve the minutes for the October 26, 2017, Administration and Finance meeting.

Motion carried by the following vote:

AYE: Reg Green, Alan Jones, Louis Martin, Hugo Naifeh. NAY-None.

Motion carried 4-0.

3. ADMINISTRATION.

- A.** Discuss financing options with Municipal Finance Services, Inc., regarding the Wastewater Plant facility upgrades and sewer infrastructure.

According to City Manager Joan Riley, the Wastewater Plant is needing new blowers, belt press and other miscellaneous parts at an estimated cost of \$4,700,000.00. In addition, the plant is currently inadequate for serving any new housing additions or sewer line extensions.

The city has been notified of two possible housing additions being considered for development. One housing development is for 200 homes near Frankoma Road, and the other is near Hickory Hill Road with 137 houses. Both developments will need city sewer lines. The cost for the sewer line extension to the addition near Frankoma Road will cost approximately \$2,700,000.00 and the addition near Hickory Hill Road will be approximately \$1,700,000.00.

Mr. Alan Brooks with Public Finance Law Group, PLLC, and Mr. Jon Wolff representing Municipal Finance Services, Inc., discussed various funding options.

Motion was made by Mr. Louis Martin, seconded by Mr. Alan Jones, that a city council study session be held on Monday, December 11, 2017, to discuss funding.

Motion carried by the following vote:

AYE-Reg Green, Alan Jones, Hugo Naifeh, Louis Martin. NAY-None. Motion carried 4-0.

- 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.

City Attorney David Widdoes presented the committee with a draft of an ordinance for the sale of transport gas.

No action was taken by the committee.

4. 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 Street South, Sapulpa, Oklahoma, in relation to the Animal Shelter Project. [25 O.S. Section 307 (B) (3)]

No action was taken by the committee. No executive session was convened.

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

No action was taken by the committee.

5. ADJOURNMENT.

Motion was made by Mr. Louis Martin, seconded by Mr. Hugo Naifeh, to adjourn the meeting. Motion carried unanimously.



AGENDA ITEM

Administration and Finance Committee

4.A.

Meeting Date: 01/29/2018

UPL Program status

Submitted For: David Widdoes, City Attorney

Submitted By: Amy Hoehner, Legal
Assistant

Department: Legal



AGENDA ITEM

Administration and Finance Committee

4.B.

Meeting Date: 01/29/2018

Wastewater plant needs and sewer expansion to Frankhoma Rd.

Submitted For: Joan Riley, City Manager

Submitted By: Amy Hoehner, Legal
Assistant

Department: City Manager
