

CITY OF SAPULPA, OKLAHOMA
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
Meeting of May 30, 2019

The Administration and Finance Committee of Sapulpa, Oklahoma, met in regular session May 30, 2019, at 5:30 o'clock P.M. in the 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

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

Absent: Craig Henderson, Member

Staff Present: City Manager Joan Riley; City Treasurer / Finance Director Pam Vann; City Attorney David Widdoes; City Clerk Shirley Burzio; Economic Development Director Nikki Howard; Public Works/Economic Development Director Steve Hardt

1. MINUTES.

- A. Consider approving the minutes of the April 10th, 2019, Administration and Finance Committee meeting.

Motion was made by Louis Martin, Jr., seconded by Hugo Naifeh to approve the minutes of the April 10, 2019, Administration and Finance Committee meeting.

VOTE - AYE: Reg Green, Louis Martin, Jr., Hugo Naifeh

3 - 0 MOTION CARRIED

2. ADMINISTRATION.

- A. Discuss budget for 2019/2020 fiscal year.

The proposed budget for 2019/2020 fiscal year was presented for discussion and review. There was no action taken by the committee members.

- B. Discuss storm damage from tornado including golf course and other city properties/buildings.

City Manager Joan Riley updated committee members on damages sustained from the May 6, 2019, tornadoes. The parks and golf course received an excessive amount of tree debris, which needs to be removed. The golf course will be closed until the debris is removed, and repairs to greens, tees and fairways are made. City hall, city hall annex, and police station were also damaged.

No action was taken by the committee members.

3. **ADJOURNMENT.**

There being no further business, 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

3. A.

Meeting Date: 05/30/2019

Submitted By: Mikaila Stepp, Administrative Assistant

Department: City Manager

Attachments

Minutes April 2019

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Meeting of April 10, 2019

The Administration and Finance Committee of Sapulpa, Oklahoma, met on April 10, 2019, at 5:30 o'clock P.M. in the 2nd Floor Conference Room, 425 East Dewey Avenue, Sapulpa, Oklahoma.

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

Absent: Member Craig Henderson

Staff Joan Riley, City Manager; Pam Vann, City Treasurer / Finance Director;
Present: Shirley Burzio, City Clerk; David Widdoes, City Attorney; Steve Hardt,
Economic Development Director/Public Works Director; Nikki Howard,
Urban Development Director

1. MINUTES.

- A.** Motion was made by Mr. Lou Martin, seconded by Mr. Hugo Naifeh, to approve the minutes of the December 12, 2018, Administration and Finance Committee meeting.

AYE: Chairman Reg Green, Member Louis Martin, Jr., Member Hugo Naifeh
MOTION CARRIED

2. ADMINISTRATION.

City Manager Joan Riley presented to the committee a preliminary renovation and needs assessment list for the Booker T. Washington Community Center. The renovation list totaled \$236,500.00 with costs possibly being higher. The fixtures and furniture list costs was in the amount of \$35,800.00. A new community center may need to be considered.

The city manager also presented to the committee a list of potential projects for funding with General Obligation Bonds. The categories presented for funding totaled of \$32,638,731.00: Public Safety - \$5,000,000; Route 66 and Downtown Revitalization - \$6,900,000.00; Community - \$8,500,000.00; Economic Development - \$2,750,000.00; Park and Recreation - \$9,488,731.00. Other possible capital considerations which may need to be considered for funding was in the amount of \$750,000.00.

Repayment of the bonds would require an 18 mill levy with a twenty-five year G. O. Bond term. Possible election dates for this year would be the months of September, 2019, or December, 2019.

No action was taken by the committee.

- A. According to City Manager Joan Riley, problems with the concessionaire at the golf course continues. Staff is working to resolve the issues.

No action was taken by the committee.

3. ADJOURNMENT.

There being no further business to consider, motion was made by Mr. Hugo Naifeh, seconded by Mr. Lou Martin, to adjourn the meeting. Motion carried unanimously.