

MINUTES

CITY OF WARR ACRES
REGULAR CITY COUNCIL MEETING
TUESDAY,
JUNE 20, 2017
6:00 P.M.

1. The meeting was called to order at 6:03 p.m. Declaration of a quorum present was given. The Flag salute was led by Chief Coy and the Invocation was given by Mayor Woolley.

ROLL CALL

PRESENT

Mayor Patrick Woolley
Vice Mayor James Mickley
Councilman Bo Broadwater
Councilman Mike Schmidt
Councilman Stephen Fuhrman
Councilman Roger Godwin (arrived at 7:24 p.m.)
Councilman Glenn Lipinski

ABSENT

Councilman John Knipp
Councilman Donnie Ryan

STAFF PRESENT

Matthew Love, Attorney
Roger Patty, Police Chief
Stephen Coy, Fire Chief
Mike Turman, Public Works Director
Pamela McDowell-Ramirez, City Clerk/Treasurer
Craig Wallace, Engineer
Wiley Rice, City Planner

2. Presentation of a 35-year service pin to Sewer Supervisor Mark O'Connor.

The Mayor said a few nice words about the work that Mark does for the city and PWD
Turman presented Mark O'Connor with his 35-year pin

3. Call to the Public.

Moot.

4. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #5.)

- A. Approval of the minutes from the Regular meeting of May 16, 2017. ****
- B. Approval of Expenditures ****

General Fund	\$178,586.39
Sewer Line Maint	\$ 3,070.00
- C. Approval of Actual Expenditures for May 2017 and Proposed Expenditures for June 2017. ****
- D. Sales Tax History Report. ****
- E. Approval to surplus 28 sections of 3” and 6 sections of 1 ¾” hose that is older than 1987 and is out of NFPA compliance.

Mayor Woolley asked to pull Item A since he was not at the last meeting.

Motion by Mickley, second by Broadwater to approve B, C, D and E of the consent docket. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

- 5. Discussion and possible action on items removed from the consent docket.

Item A. Minutes from the May 16, 2017 meeting.

Motion by Mickley, second by Schmidt to approve Item A. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, abstain.

Motion Passed.

- 6. Receive reports from Staff: Police Chief, Fire Chief, City Clerk, City Attorney, Public Works Director, City Engineer, and City Planner. ****

Patty-thanks to PWD Turman and his crew for fixing a washed-out roadway at the training facility. Thanks also to Chief Coy and his guys for helping out with the double fatality accident by staying out there to assist with the investigation by providing light and the tower so they could take pictures from up above.

Coy-the guys have been doing training with the new truck, they have started the new schedule, they have been doing business inspections. They provided fire extinguisher training with the employees of Alfredo’s. With the new schedule starting they had someone come in and do a survey and will do a study of the guys and will check again in a few weeks. It is frustrating that

Ramirez-at the last meeting Councilman Fuhrman brought up some issues about the funds of the city and he is correct that the money is tighter than it was 3 years ago, 18

months with expenses are greater while revenue has remained the same. We have been eating into the reserve, some of that was money that was in reserve for certain things, we need to do more to bring in more revenue. It is frustrating that every year at budget time she brings up the need to look at revenue but only expenses are discussed. In April, the council did vote to raise the garbage rates, not sure how that will turn out, she said she knows what it shows on paper but we will see. She is still concerned as to whether there will have enough money to prepare the 2018 budget. The sales tax is running around \$20,000 less each month from the same time periods as last year. She has pulled report after report and cannot tell where the difference is coming from. There has been no loss of a big business. There are over 1000 vendors on the report that have paid in taxes, most are not from our city and some actually should be on the use tax report but they pay it as sales tax. From month to month there are so many different businesses paying in it is hard to find where the difference is coming from. She said she has compared month to month and year to year and there is no way to figure out where the difference is coming from, she wishes she could. Even with the sales tax itself being down the total revenue was ahead of last year for the same time period by \$5,138 while the expenses are down by \$161,881. The use tax is helping with the revenue side and everyone is being careful with their spending. She said that their business that are out of state and they turn their taxes in as sales tax and not use tax and she wishes there was just tax and not separated since most do not turn it in right anyway. Some of the things that Councilman Fuhrman brought up last month that she is concerned might have caused some confusion and she wanted to make sure there wasn't confusion so she explained some things. He gave out some numbers and he did say they were his numbers not anyone else numbers. He brought up the expenses versus the sales tax revenue, and thank God the city receives more than just sale tax. If the city had to rely solely on sales tax revenue there is no way the city would be making it, there is no way. Some of what he brought up last month were the South MacArthur Project and the recent repairs to the lift station that was required. Those are the types of things that have specific funds that they are paid out of. They are not paid out of General Fund, it is not the money that is the difference between expenses and revenue that is left over. The General Fund is what pays your daily operating expenses, salaries, materials, supplies, and utilities your everyday needs. The other revenues that come into General Fund are franchise fees, licenses, permits, gas and motor vehicle taxes and other fees. Projects such as MacArthur are in the project fund the CIP budget and it has its own funding source that was voted on by the people in 2005 and is a designated ½ cent tax. For years she has kept the revenue estimate at \$750,000 to stay on the safe side and not to overestimate the revenue. Even with the sales tax being down the city is still on track to meet the estimate so the CIP fund is fine. As for the sewer lift station repairs that were just done were paid from Public Works Authority which pays for all sewer expenses, salaries, materials, repairs like the lift station that was just done. Major sewer line repairs are paid from the Sewer Line Maintenance Fund. The funding source for Public Works is the sewer fee you pay on your utility bill. The Sewer Line projects that the city does are paid for from the Sewer Line Maintenance Fund and again is funded by the fee on your utility bill so it has its own funding source and any money not used is carried over to the next year. Every year a budget is put together and every year the council looks at those budgets and every year audits are done and those are provided to the council so that they are aware of where the city stands. The

council can make changes as they deem necessary. She said that she also prepared a sheet showing the last 5 years information from the audits as to where the city's fund balances were at the beginning of each year and how they ended each year and if anyone would like to look at them they are more than welcome to. Lastly, every year in September/October budget preparation starts and estimates of revenue through the end of the year and expenditures must be calculated. It is all a guessing game based on previous years. She pointed out something that was in the audit but might not have been noticed was that the estimated/projected revenue and the actual revenue and the difference was \$79,000 which was over the estimate and the expenditures were a difference of \$24,000 more than the estimate so she was pretty close to the actual when those numbers were estimated 3 months before the end of the year. She said that she doesn't give them numbers all the time but she is looking at the numbers all the time.

Love-no action taken at the Planning Commission meeting since the applicant did not show up and there were questions they wanted to ask. As for sales tax, there is a down turn state wide last year was 4% and another 2% this year, not just Warr Acres. With Oklahoma being the only state that the municipalities rely on sales tax and not receive property taxes the cities are subject to the up and down turns in the economy. What Warr Acres is experiencing is nothing different than the other cities in Oklahoma and Warr Acres is actually in a lot better situation than many other communities. Councilman Lipinski asked about a bill he had heard about that would allow for some property tax for public safety, he was told the bill died. He also asked about Clerk/Treasurer Ramirez statement about not doing anything about revenue. She stated that this year they did take action but for many years nothing was done and the city got farther and farther behind and then when something was done it was a big jump. If their discussion had been done each year then maybe the increases could have been smaller each time.

Turman-Thanks Pam she keeps track of the expenditures and revenue, prepares the budget every year is a daunting task. Jim did a great job on the Health fair was lots of work getting everything together he spent many hours so special thanks to Jim. Mark has been here a long time and he does a lot of work behind the scenes to keep things running so big thanks to him, 35 years is a long time. Midwest Wrecking is ready to demo the house at 47th and Hammond and the owner worked out a deal with a contractor so the city will not be paying for the demo. The city did receive reimbursement on the other house that was torn down. As you can see on the list lots of property maintenance going on. July is big trash month.

Wallace-been very busy, final inspection on sewer project they walked the project. ACOG received 35 applications and Warr Acres did receive approval for the future sidewalk projects which will give the city \$534,000 from the feds.

7. Discussion and possible action on approval of paying possibly an additional \$50,000 on the Sidewalk project.

Engineer Wallace explained that during construction they realized there was an understated quantity that resulted in about \$50,000 more. Funding for the project was

awarded in 2014 and the city agreed to pay 31% for a better chance getting the funding. However, when the city paid their portion the invoice only charged 25%. The Resolution actually stated that the city would pay \$72,000 but only paid \$47,000. They are asking ACOG for additional funding but at this point need to complete the project so the city needs to agree to pay. Clerk/Treasurer Ramirez stated that because of past projects and receiving final bills on those projects years down the road she had actually budgeted money for this project, so they do not need to appropriate the funds only approve they will pay.

Motion by Broadwater, second by Mickley to approve paying additional funds not to exceed \$50,000. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

8. Discussion and possible action to remove Mayor Woolley as alternate and appoint Councilman Knipp as alternate to serve on all boards at ACOG. ****

The Mayor stated that after the item was placed on the agenda they discovered that he could also stay on as an alternate so the only thing they will be voting on is to appoint Councilman Knipp.

Motion by Mickley, second by Schmidt to appoint Councilman Knipp. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

9. Discussion and possible action on accepting the 2016 Annual Audit and the 2016 Single Audit. ****

The Mayor stated that when the audit was sent out a letter asking the council to review and have whoever they felt could help them feel comfortable with the report to take it to them to review. Councilman Schmidt stated that he felt the report was very good. Vice-Mayor Mickley stated that he did take it to his finance person and they thought it looked good.

Motion by Schmidt, second by Mickley to accept the audits. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

10. Discussion and possible action on approval to use the Escrow Credit on account with OMAG in the amount of \$150,250.13 to reduce the Workers' Comp premium. ****

Motion by Mickley, second by Broadwater to approve using the escrow credit. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

11. Discussion and possible action on the annual Fire Equipment agreement with Oklahoma County Emergency Management. ****

This is the annual agreement with the county.

Motion by Mickley, second by Broadwater to approve the agreement. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

12. Discussion and possible action on the annual Jail Service agreement with Oklahoma County. ****

This is the annual agreement with the county and the cost has not changed.

Motion by Mickley, second by Fuhrman to approve the agreement. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

13. Discussion and possible action to authorize the Mayor to enter into an agreement with RagnaSoft Incorporated to provide digital scheduling capabilities for the Police Department. ****

Chief Patty stated that this will assist them in scheduling and has been looking for it for a long time. If it doesn't work out they will cancel.

Motion by Broadwater, second by Mickley to authorize the Mayor to execute the agreement. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

14. Questions and Comments from Council.

Lipinski-received a phone call from a constituent complaining about the increase and was told he should present the constituents views. He stated that he did not agree with the constituent's views and would not share them. Thank you Pam for all you do.

Godwin-thanks to Vice-Mayor Mickley for the Health fair and thanks to Police and Fire.

Fuhrman-thanks for Health fair and told Pam he hoped that his rant the month before did not make her feel like she needed to justify her job. He said she does a fabulous job, and he will continue to work as councilman with his constituents to work to cut back and use a little money as they possibly can. He said his comments were no way directed at her.

Schmidt-thanks Pam for the financial information. The best way to increase revenue is to get businesses to move in. It shouldn't be on the burden of the people that live here it should be on the businesses so anyone that knows people that have businesses talk to them about moving to Warr Acres.

Mickley-thanks to PWD Turman for all his help with the Health fair, also to Sally and Roger Godwin. Thanks to Police and Fire. They had about 1000 people show up. He and Councilman Knipp will be working on trying again to get Warr Acres their own zip. If council has issues they should call the Mayor and if not taken care of then ask for an item on the agenda.

Broadwater-Thanks to Vice-Mayor Mickley for all the work on the Health Fair. Said wishes there was more that councilmembers could do to reach out to the legislature for assistance. Thanks to all the department heads.

Woolley-commented on statements that were made by Councilman Fuhrman at the last meeting concerning the stated that it was not someone at city hall that stopped the ordinance on temporary businesses. It was heard at the Planning then the Council and sent back to the Planning.

15. Adjournment.

Motion by Fuhrman, second by Godwin to adjourn. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk/Treasurer

MINUTES

**CITY OF WARR ACRES
PUBLIC WORKS AUTHORITY MEETING
TUESDAY
JUNE 20, 2017
6:00 p.m.**

(Immediately following completion of the regularly scheduled City Council meeting)

1. The meeting was called to order at 7:48 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

Chairman Patrick Woolley
Vice Chairman James Mickley
Trustee Bo Broadwater
Trustee Mike Schmidt
Trustee Stephen Fuhrman
Trustee Roger Godwin
Trustee Glenn Lipinski

ABSENT

Trustee John Knipp
Trustee Donnie Ryan

2. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #3.)
 - A. Approve the minutes of the Warr Acres Public Works Authority Meeting of May 16, 2017. *****
 - B. Approve payment of claim in the amount of \$52,868.41 to the Bethany-Warr Acres Public Works Authority for the Warr Acres portion of the Joint Trust and Bond Retirement for the month of May, 2017. (at this time we will take our rate holiday and the money will stay in the WAPWA) *****
 - C. Approval of payment of claims for the Sewer department in the amount of \$5,565.71.

Chairman Woolley asked to pull item A.

Motion by Mickley, second by Godwin to approve B and C of the consent docket. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

3. Discussion and possible action on items removed from the consent docket.

Item A.

Motion by Mickley, second by Broadwater to approve item A. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, abstain.

Motion Passed Unanimously.

4. Adjournment.

Motion by Broadwater, second by Fuhrman to adjourn. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

The meeting was adjourned at 7:51 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk/Treasurer

MINUTES

**CITY OF WARR ACRES
SPECIAL
ECONOMIC DEVELOPMENT AUTHORITY MEETING
TUESDAY
JUNE 20, 2017
6:00 p.m.**

(Immediately following completion of the regularly scheduled City Council and Public Works Authority meetings)

1. The meeting was called to order at 7:51 p.m. Declaration of a quorum present was given.

ROLL CALL

PRESENT

Chairman Patrick Woolley
Vice Chairman James Mickley
Trustee Bo Broadwater
Trustee Mike Schmidt
Trustee Stephen Fuhrman
Trustee Roger Godwin
Trustee Glenn Lipinski

ABSENT

Trustee John Knipp
Trustee Donnie Ryan

2. CONSENT DOCKET: (individual items may be deleted from the consent docket for discussion and action under #3.)

- A. Approve the minutes of the Economic Development Authority meeting of May 16, 2017 ****
- B. Approve payment of claims in the amount of \$7,518.00.

Chairman Woolley asked for item A to be pulled.

Motion by Mickley, second by Godwin to approve item B of the consent docket. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

3. Discussion and possible action on items removed from the consent docket.

Item A.

Motion by Mickley, second by Godwin to approve item A. Poll vote: Broadwater, yea; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, yea.

Motion Passed Unanimously.

4. Adjournment.

Motion by Mickley, second by Schmidt to adjourn. Poll vote: Broadwater, nay; Mickley, yea; Schmidt, yea; Fuhrman, yea; Godwin, yea; Lipinski, yea; and Woolley, yea.

Motion Passed.

The meeting was adjourned at 7:53 p.m.

Respectfully submitted,

Pamela McDowell-Ramirez
City Clerk/Treasurer