

Special Meeting Agenda Davis Municipal Authority

February 27, 2023, 8:00 AM
Davis City Council Chambers
308 S 3rd St
Davis, OK 73030

Agenda Item #1: Call to order Davis Municipal Authority.

- Meeting called to order by Chairman Brian Davis. Time: 8:03 AM

Agenda Item #2: Roll Call

- Chairman Brian Davis – present; Vice Chairman Stan Jones – present, Trustee Josh Oakley – present, Trustee Clint Grinstead – absent; Trustee Jeremy Bumgarner – present.

Agenda Item #3: Prayer

- Prayer led by Jones.

Agenda Item #4: Pledge of Allegiance

- Pledge of Allegiance led by Davis.

Agenda Item #5: Consideration and possible action to approve Resolution #638 agreeing to file application with the Oklahoma Water Resources Board (The OWRB) for financial assistance through the Clean Water State Revolving Fund Loan Program, with the loan proceeds being for the purpose of financing certain wastewater system improvements, approving and authorizing professional services agreements; and containing other provisions related thereto.

- Clint Grinstead arrived 8:09 AM
- Introduction of Allan Brooks, The Public Finance Law Group PLLC, Chris Wolff & Jon Wolff, Municipal Finance Services, Inc. Mr. Brooks introduced Resolution #638 and explained our intent to apply for financing to construct the wastewater treatment plant at an estimated amount of \$17,250,000 with this resolution authorizing us to make the application and hire the professional services, both legal and financial, to execute the application/transaction. Chris Wolff reviewed his financial analysis after a review of six years of fiscal year audits and four years of utility billing projecting a short-fall of almost \$30,000 with the required 1.25 debt service coverage. He explained that a rate increase would be required to make up this short-fall to get loan application approval from OWRB. Rate environment, loan amount, increase in cost of the project as well as the rates charged for the professional services were all discussed.
- Motion to approve Resolution #638 authorizing the loan application and the professional service agreements was made by Davis. Second by Jones. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes.

Agenda Item #6: Consideration and possible action Liberty Mountain Customer Application to establish a new vendor relationship for Turner Falls Park.

- Motion to approve Liberty Mountain Customer Application was made by Jones. Second by Davis. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Presentation by Cathi Neal, Interim Park Manager of the need for a new vendor as well as her past experience with this vendor through previous employment. Discussion of the experience with the current vendor and the reason a new vendor is needed. Other existing vendors are being reviewed and research completed to see if they are still the best option for the park.

Agenda Item #7: Adjourn.

- Motion to adjourn made by Jones. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Time: 8:55 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Brian Davis
Brian Davis
Chairman

**Special Join Meeting Agenda
City of Davis & Davis Municipal Authority**

February 27, 2023, 8:00 AM
Davis City Council Chambers
308 S 3rd St
Davis, OK 73030

Agenda Item #1: Call to order Davis City Council and Davis Municipal Authority.

- Meeting called to order by Mayor and Chairman Brian Davis. Time: 8:55 AM

Agenda Item #2: Roll Call

- Mayor & Chairman Brian Davis – present; Vice Mayor & Vice Chairman Stan Jones – present; Councilman & Trustee Josh Oakley – present; Councilman & Trustee Clint Grinstead – present; Councilman & Trustee Jeremy Bumgarner.

Agenda Item #3: Discussion and planning of fiscal year 2023-2024 budget, all funds.

- Presentation of first draft of the 2023-2024 budget, all funds, by Ricky Harness, City Manager. Explanation from City Clerk/Treasurer Susan Suther that the cash amount used for the Turner Falls Park budget includes the \$2.5 million in reserve CDs that are currently invested. Preference of the group would be to reserve \$1.5 million of those funds and not include them in the cash balance for budget balancing purposes. Harness first presented information regarding the mowing contracts and the various discussions that have been had about the city doing the mowing and not using contractors. His concern is hiring the staff and purchasing the equipment. With the current equipment requested in the budget the city property contracts could probably be absorbed but the cemetery contracts would likely be too much to do well in this upcoming mowing season. There was discussion of Oakridge Cemetery and us not having ownership of that property and not continuing to maintain the property. This current fiscal year with the drought last summer, we are coming in just under budget on the city mowing but significantly under the budgeted amounts for the mowing of the cemeteries. Discussion of renewing or seeking new bids, offering partial extensions through this mowing season, Harness will gather more information on the contracts and costs and provide that to the council. Vehicle equipment and maintenance is an area that has been hard to manage due to the age and condition of our fleet of vehicles and equipment. Harness has explored the idea of reaching a joint agreement with the school to hire a mechanic to service our vehicles and equipment using their shop. Still some research to do and the consideration of the amount of business we provide to local business owners and the concern with discontinuing that business. Grinstead mentioned that proper service and fleet management would extend the life of our vehicles and equipment and cover the costs of the initial investment over time. Harness stated that this year a 3% cost of living adjustment is what he is planning in this budget. In 2022, all hourly staff received a 6% adjustment due to the inflation rate. He would like to increase the performance award category to 3% of total payroll, last year it was at 1%, but he would like to see more on the spot award opportunities for outstanding performance.

Harness shared that SORD had a 2.5% increase in service last year that we absorbed into our budget and thought we should consider passing this increase on to the customers that receive the service. Grinstead inquired about servicing our own trash routes as we did before, Harness will research and provide more information on servicing our own trash routes. Suther reviewed the capital outlay list by department. In this list is a Sanitary Sewer Evaluation Study with no cost included. Engineer Bryan Mitchell with Parkhill spoke about the scope of work for this evaluation to give us a very thorough look at our sewer system and identify and prioritize needs. Mr. Brooks presented this project as a loan request with loan forgiveness from OWRB to complete the evaluation this year, then seek another loan request with loan forgiveness to execute repair/replacement projects in subsequent years. He has had success with this program in other small cities and assisted them in securing funding to repair or replace sewer infrastructure. Mitchell explained that the work to complete the evaluation would only be executed if the loan forgiveness request is successful. Harness stated that this draft was pretty expansive as it included all the requests, we will begin working to pare down the list of projects, fine tune the expenses as well as the revenues. More discussions will be held at subsequent meetings, either special or regular meetings. Harness welcomed feedback on any of these items or other items that were not included. Oakley inquired about a second storm shelter be considered. Harness agreed to do some research on a second storm shelter. Grinstead mentioned grants would likely be available for storm shelters. Davis inquired about capital outlay projects at Cross Bar, Harness will be meeting with Justin Ramsey to discuss revenue projections as well as capital improvements for Cross Bar.

Agenda Item #4: Adjourn.

- Motion to adjourn made by Oakley. Second by Jones. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – yes. Time: 10:17 AM

ATTEST:

/s/Susan Suther

Susan Suther
City Clerk/Treasurer

/s/Brian Davis

Brian Davis
Mayor/Chairman