

Special Meeting City of Davis

March 27, 2024, 6:00 PM
Davis City Council Chambers
308 S 3rd St
Davis, OK 73030

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

- Meeting called to order by Mayor Brian Davis. Time: 6:00 PM

Agenda Item #2: Roll Call.

- Mayor Brian Davis - present; Vice Mayor Stan Jones - present; Councilman Josh Oakley - present; Councilman Clint Grinstead – 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 minutes from February 12, 2024, meeting.

- Motion to approve made by Davis. Second by Jones. Vote: Grinstead - yes; Oakley - abstain; Jones - yes; Davis – yes.

Agenda Item #6: Consideration and possible action to approve minutes from February 28, 2024, meeting.

- Motion to approve made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.

Agenda Item #7: Consideration and possible action to approve claims from March 11, 2024.

- Motion to approve made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.

Agenda Item #8: Consideration and possible action to fill vacancy for Ward 1 position of City Council.

- Motion to appoint Jeremy Bumgarner to fill the Ward 1 vacancy made by Davis. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Davis asked if anyone in attendance was interested in filling the Ward 1 vacancy. Jeremy Bumgarner raised his hand. No one else in attendance spoke or showed interest in the vacancy.

Agenda Item #9: Consideration and possible action to approve Resolution #674 for a Special Election for Ward 1 position of City Council.

- No action taken on this item after the appointment of Jeremy Bumgarner to fill the Ward 1 vacancy in agenda item #8.

Agenda Item #10: Consideration and possible action to approve Resolution #671 authorizing application for financial assistance from Firehouse Subs Public Safety Foundation to purchase four self-contained breathing apparatus – SCBA's and six spare cylinders for the fire department.

- Motion to approve Resolution #671 made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Danny Cox, Fire Chief, presented the grant opportunity to receive \$15,000 to \$35,000 for this equipment without a match requirement. The equipment would be placed on Engine 3, which is located at Station 2 and is currently without air packs.

Agenda Item #11: Consideration and possible action to approve Resolution #672 authorizing application for financial assistance from US Forestry Service to purchase two slip-on tanker units for the fire department.

- Motion to approve Resolution #672 made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Cox presented the grant opportunity to purchase two slip-on tankers to replace existing units, one at Turner Falls Park and one in town. No matching funds are required for this grant.

Agenda Item #12: Consideration and possible action to approve INCA Community Services, Inc. Agreement for INCA Head Start at 701 E Benton Avenue.

- Motion to approve the agreement for INCA Head Start at 701 E Benton Avenue made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Ricky Harness, City Manager presented the agreement as a renewal of the existing agreement allowing the use of our building located at 701 E Benton Avenue.

Agenda Item #13: Consideration and possible action to approve materials testing for 6th Street Roadway Improvements Project.

- Motion to approve materials testing for 6th Street Roadway Improvements Project made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Harness presented the proposed materials testing by EST/WSB, currently undergoing a name change. Garver has approved the scope of the proposed testing.

Agenda Item #14: Consideration and possible action to approve Change Order #2 in the amount of \$14,500 for the 6th Street Roadway Improvements Project.

- Motion to approve Change Order #2 for 6th Street Roadway Improvements Project made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Harness presented the change order for a concrete box at the 6th Street and Hanna Avenue intersection. The existing line was recorded in the plans as concrete and it is actually clay. It will require the removal of approximately 18' of the clay line, replacement with 8" PVC encased with steel pipe. The overall cost will be reduced if we are able to use the existing HVAC truck we have rented to pump the line. Grinstead inquired about the need to replace more of the line. Harness stated that based on what has been exposed thus far, the condition is "okay".

Agenda Item #15: Consideration and possible action to approve an increase to Change Order # 1 in the amount of \$248.00 for the 6th Street Roadway Improvements Project.

- Motion to approve the \$248.00 increase to Change Order #1 for the 6th Street Roadway Improvements Project made by Jones. Second by Davis. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.
- Harness stated that previously Change Order #1 was approved for \$25,100 but the actual invoice came in at \$25,348.

Agenda Item #16: City Manager's Report

- Danny Cooper, Police Chief, stated there was no change to his report.

- Danny Cox, Fire Chief, stated there was no change to his report.
- Tim Thompson, Parks Manager, stated there was not change to his report but that he would answer any questions or provide updates. Jones inquired about how many conestoga wagons have been delivered. Thompson stated all six have been delivered, the bathhouses are set for April 1 delivery and installation is currently scheduled for April 16th through April 18th.
- Harness stated that on the 6th Street Roadway Improvement Project the southern most blocks have been graded, lime applied, pouring forms for early next week for curbs and driveways, drain lines are still progressing North.

Agenda Item #17: City Treasurer Report

- Susan Suther, City Clerk/Treasurer, stated there have been no changes to the February month end totals provided, we will have a CD maturing in April, decisions are being made on how to handle that transaction.

Agenda Item #18: Davis Chamber of Commerce Report

- Report provided in the packet.

Agenda Item #19: Discussion and planning of fiscal year 2024-2025 budget, all funds.

- Harness reviewed the FY2024-2025 Budget Summary. General Fund and Turner Falls Park are still reflecting expenses in excess of revenues. This is a work in progress and there will be changes made to “skinny down” the capital outlay and other expenses until we have a balanced budget. Davis inquired about a skid steer in capital outlay, Harness explained the current skid steer lacks a cab or cage and some implements will not work with it. Discussion of TFP departments, salaries, staffing levels for full-time, part-time and seasonal.

Agenda Item #20: Adjourn

- Motion to adjourn made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes ; Davis – yes. Time: 6:33 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Brian Davis
Brian Davis
Mayor

**Special Meeting
Davis Municipal Authority**

March 27, 2024, 6:00 PM
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: 6:34 PM

Agenda Item #2: Roll Call

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

Agenda Item #3: Consideration and possible action to appoint Trustee for Ward 1.

- Motion to appoint Jeremy Bumgarner as Trustee for Ward 1 made by Davis. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.

Agenda Item #4: Consideration and possible action to approve minutes from February 12, 2024, meeting.

- Motion to approve made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - abstain; Jones - yes; Davis – yes.

Agenda Item #5: Consideration and possible action to approve minutes from February 28, 2024, meeting.

- Motion to approve made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.

Agenda Item #6: Consideration and possible action to approve claims from the March 11, 2024.

- Motion to approve made by Jones. Second by Grinstead. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes.

Agenda Item #7: Presentation and discussion of Crossbar Capital Improvement items planned for FY2024-2025.

- Ricky Harness, City Manager, asked Justin Ramsey to highlight his items he would like to pursue in the 2024-2025 fiscal year. Ramsey provided the following:
 - o Upgrade existing Starlink Satellite internet service to improve communications.
 - o Upgrade the registration office with a silo concept to provide two walk up windows and two drive thru lanes, estimated cost of \$10,000
 - o Main Road improvements estimated at \$50,000 (\$25,000 gravel and \$25,000 asphalt millings) to run from Main Camp to Well Camp. Also adding a turn around loop at Well Camp that could be converted into RV spaces at a later date.
 - o Shower house (8 stalls) is the highest priority item estimated at approximately \$50,000. Discussion about shower houses with and without toilets, vault toilets, septic systems, aerobic systems. Grinstead inquired about the need for toilets. Ramsey stated showers are the main need at this time. Discussion of what other off road recreation parks offer, which is a mix of facilities. Grinstead inquired about the plans now and how they have changed from several years back that included golf course, hotel etc. Ramsey desires to invest where there is the most opportunity for return and the budget for large infrastructure projects is not available. He does anticipate 6% - 10% growth over the next couple of years. Relationships are continuing to grow providing more event opportunities. Grinstead inquired about social media posts and monitoring what is posted to their social media. Ramsey stated they have recently made changes to assist with monitoring and strengthen their control over what can be posted on their page.
 - o Road maintenance would need about \$10,000 to make improvements from the Ranch House to Rock Face, including creating a fire break from Main Camp to SE Well Camp.
 - o Ranch House remodel to convert to a 3 bedroom Air BNB. There are some water leaks at the back of the house and some plumbing issues. It needs a little TLC.
 - o Sign Implementation would cost about \$5,000 for the printing of signs and materials. These would include speed limit signs, sign boards and maps.
 - o Bunkhouse needs a new roof, galvanized sheet metal, and a coat of stain. Adding bunkhouses over the next couple of years would provide additional revenue stream.

- o The old maintenance shed needs about \$2,000 in repairs.
- o Container to double as medic station and a place to store the fire department UTV that is used for rescue and patient transport. Jones inquired about a helicopter landing zone. Ramsey stated this is something they are actively working to create at Rock Face.

Ramsey asked for questions. Davis, none. Jones inquired about a RV dump station. Ramsey stated that Well Camp has potential for a full septic and an RV dump station.

Agenda Item #8: WWTP Construction Project Report.

- Harness updated that the equipment purchase is complete, the foundation for the main building has been poured and they are making good progress. They are still assessing the 15” sewer line that is there but was not in the plans. Today the pre-construction meeting was held with bnb Industries, Inc for the CDBG funded portion of the project. We are looking to issue the Notice to Proceed to allow them to order materials with significant lead times, then issue a Stop Order and resume the Notice to Proceed on or around September 1st when they will be able to get on site to begin their portion of the project.

Agenda Item #9: Conestoga Wagon Project Report.

- Harness stated six wagons are delivered, bathhouse to arrive next week, assembly/installation scheduled for mid April.

Agenda Item #10: Discussion and planning of fiscal year 2024-2025 budget, all funds.

- Harness asked if there were any follow up questions about the budget. Additional work required for General Fund and Turner Falls Park to get those balanced. Davis stated he liked the automation for Turner Falls to get people in and out. Grinstead commented those are investments that will provide positive impact and he didn’t see a lot of capital items that could be cut. Harness agreed there would be tough decisions, we want to continue with the things that add value and get people in the park efficiently, and off the highway. Discussion of the impact to the state highway. Thompson stated that he has expanded the wi-fi to check guests in with tablets. Discussion of the ability to adjust the budget once the season ends knowing how much revenue was actually earned and adding items back to the plan if you can afford to do so.

Agenda Item #11: Adjourn.

- Motion to adjourn made by Jones. Second by Davis. Vote: Grinstead - yes; Oakley - yes; Jones - yes; Davis – yes. Time: 7:22 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Brian Davis
Brian Davis
Chairman