

City of Davis
July 8, 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 Vice Mayor Stan Jones. Time: 6:02 PM

Agenda Item #2: Roll Call.

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

Agenda Item #3: Prayer

- Prayer led by Ralph Coppenbarger, Jr.

Agenda Item #4: Pledge of Allegiance

- Pledge of Allegiance led by Jones

Agenda Item #5: Consideration and possible action to approve Consent Agenda.

- a. Minutes of prior meetings. Motion to approve made by Bumgarner. Second by Grinstead. Vote: Bumgarner - yes; Grinstead - yes; Oakley - yes; Jones - yes; Davis – absent.
- b. Claims. Motion to approve made by Bumgarner. Second by Grinstead. Vote: Bumgarner - yes; Grinstead - yes; Oakley - yes; Jones - yes; Davis – absent.

Agenda Item #6: Consideration and possible action to approve items removed from Consent Agenda.

- No items removed from the consent agenda.

Agenda Item #7: Consideration and possible action to approve Resolution #681 Amendment to Employee Handbook Section 202 for the City of Davis, OK.

- Motion to approve Resolution #681 made by Oakley. Second by Bumgarner. Vote: Bumgarner - yes; Grinstead - yes; Oakley - yes; Jones - yes; Davis – absent.
- Ricky Harness, City Manager, presented the resolution and asked Dee Gregory, Police Chief, to share the reason for the request. Gregory desires to adjust the scheduling to allow more full days off between officer shifts, better recovery time for the officers, hopes to improve retention and recruitment efforts. Harness shared that we worked with OMAG Human Resources to be sure we are in compliance with FLSA. Grinstead asked if the new schedule will cut out the overtime. Gregory stated that it will not completely stop the overtime. Grinstead asked if the overtime rate would be impacted by the change. Harness confirmed the overtime rate of pay will remain the same. Bumgarner asked Chief Gregory if the department is fully staffed, Gregory confirmed that he is not, he currently has 8 full-time and 6 reserve. Grinstead confirmed with Harness that is the same staff numbers that we had when the budget was presented.

Agenda Item #8: Consideration and possible action to approve engagement letter for Rahhal Henderson Willis PLLC to prepare the financial statements of the City of Davis as of June 30, 2024.

- Motion to approve made by Grinstead. Second by Oakley. Vote: Bumgarner - yes; Grinstead - yes; Oakley - yes; Jones - yes; Davis – absent.
- Susan Suther, City Clerk/Treasurer, requested that the engagement letter be approved for Beth Willis to prepare our financial statements for the fiscal year 2024 audit. Willis will help prepare our financials for our auditors to review and the final financial statements at the end of the audit process.

Agenda Item #9: Consideration and possible action to approve credit application for Interstate Billing Service, Inc to establish a vendor relationship with Rush Enterprises.

- Motion to approve made by Jones. Second by Grinstead. Vote: Bumgarner - yes; Grinstead - yes; Oakley - yes; Jones - yes; Davis – absent.
- Harness presented the request to establish a vendor account and asked Danny Cox, Fire Chief, to speak about the purpose for the vendor. Cox stated that the large tanker truck needs work that can be performed by Rush Truck Center out of Ardmore once we have a vendor account set up. Suther stated we will use this account with our purchase orders the same as other vendor accounts but they do require the credit application to accept purchase orders.

Agenda Item #10: Consideration and possible action to approve a transfer of excess Contingency Fund Balance to another fund.

- Suther reviewed the current Contingency Fund balance of \$218,645.10 and shared that with the transfer that will be deposited in July the fund will exceed the \$250,000 balance limit. She asked

that they table this item until August as there is an agenda item in the executive session of the DMA meeting that might change how they want to transfer or use these funds.

Agenda Item #11: City Manager's Report

- Police Department report by Chief Gregory, details of calls included in the packet. Highlights include Anderson graduating from CLEET, Baum set to begin CLEET this week, interviews completed today for the full-time officer candidates, Assistant Chief interviews to be scheduled soon. Gregory has assembled a panel for the selection of the Assistant Chief and he will not be included in the panel to make the selection. The process will be done the same way the Chief selection was done. After the selection of the Assistant Chief, the department may or may not be fully staffed depending on which applicant is selected.
- Fire Department report by Chief Cox, details of calls included in the packet. SODA REAP grant application has been submitted and the award is expected on or around September 2024.
- Harness shared details on the recent low water pressure situation experienced by many residents. The system software reported no alarms of low water levels. Staff reported that evening to the plant and began working to manually operate the plant to fill the towers. Garver was contacted and they logged into our system remotely to troubleshoot but were unable to find any issues to identify the source of the low water levels. Staff began searching the community for a large water leak but nothing was found that night. The next morning, the search resumed with no success locating a leak. Mid-day Chickasaw Nation arrived with two drones that were used to search for a water leak but they did not find anything. By that afternoon water levels had recovered and were maintaining, rural water was allowed access again alternating between the two districts that are served, by late in the day, they were returned to full access. Nothing in the data supports the increase from 1 million gallons to 1.3 million gallons consumption. Bumgarner inquired about who gets notified. Harness confirmed that multiple employees receive the alarm notifications from the software. Grinstead inquired about how we knew the water pressure and water levels were low, specifically asking if the reports were from citizens. Harness confirmed that they were. Grinstead inquired about why our SCADA did not notify. Harness confirmed that this is unknown at this time but conversations with Garver about the software and this specific issue are ongoing. Bumgarner inquired about rural water having a leak. Harness confirmed that they did not find a leak with rural water. Grinstead asked if this means we still have a SCADA problem. Harness believes this to be the case and is still working with Garver on a resolution. Grinstead inquired about this being the new system we recently upgraded. Harness confirmed it is. Oakley inquired about when the system was upgraded. Harness confirmed that the project is in the final stages of completion now with some flow meter installation still outstanding.
- Harness provided stats on Turner Falls Park attendance through the first seven days of July totaling 23,000 plus. The 4th of July holiday brought sold out days and exceeded the Memorial Day holiday weekend total by over 6,000 guests.
- The 6th Street Project has the base coat of asphalt on the two blocks on the South end of the project with the sidewalks and curb and gutter completed as well. The next two blocks have the lime application complete and weather permitting will receive the base coat of asphalt soon. Work in the alley has been delayed by some fiber lines, but they will be able to resume work on it later this week.
- The July 5th event at Fullerton Park was successful and has received positive input from many in attendance. Some data gathering tools that were used to measure attendance reported 1,000 to 1,200 people in attendance at the event in Fullerton Park. Many lined up in parking areas off of Main St to watch the show. The reported attendance between 3rd St and 7th St was 2,400 with the busiest time being at 8 PM. Harness was very appreciative of all of the City staff that worked at the event.
- A recap of FY2024 can be expected at the August meeting as we use July to wrap up payments and make budget amendments where they are needed. Harness asked if there were any questions. Bumgarner asked about water leaks, first one is the hydrant in front of Physical Therapy going on 8 months, 4th St and Atlanta Ave near the Middle School, this one was previously dug up and repaired once about 5 months ago but it is still leaking, 5th St by the elementary school has a leak that has been leaking for over one year, at the old pump house down by Buffalo Gap the check valve is busted, C & Hanna has a leak that has been leaking for approximately 4 months. Harness stated that these leaks had not previously been reported to him. Discussion was had about reporting leaks to City Hall or directly to Harness so he can deal with them. Jones reported that a while back he reported a leak he found in the alley when he was mowing, and it was repaired in about 48 hours. Jones asked if the police make note of leaks when they are on patrol and report them. Gregory confirmed that they do not unless it is something significant that really gets their attention. Discussion of reporting leaks to Harness so he can direct the correct attention to the matter.

Agenda Item #12: City Treasurer Report

- Report by Suther included in the packet. Updated report to include tax receipts and transfer amounts provided at the start of the meeting. Fund balances reviewed. Update of funds remaining to be paid on the 6th Street Project, current Street Maintenance Fund Balance, pending transfer of funds allocated from Turner Falls Park June admission, budgeted transfer from

Lodging Tax Fund, leaving approximately \$250,000 to fund. With July, August and September anticipated Turner Falls Park admission, no concerns with fully funding the project. June 2024 DMA Utility Billing reviewed.

Agenda Item #13: Davis Chamber of Commerce Report

- Lauren Payne, Executive Director, announced we have entered event season for the Davis Chamber of Commerce. Registration is open for the joint chamber golf tournament; the response has been surprisingly good thus far. The first evening social event was a trivia night at River Bottom Bar, very fun, adds value to chamber memberships and reaches members who are unable to attend or participate in events during the day. Next evening social will be a float with Washita River Floats in July and a headshot event in August. Currently very busy revamping the Davis website, general chamber meeting scheduled for July 11th.

Agenda Item #14: New Business: Discussion concerning any matter not known which could not have been foreseen prior to the posting of this agenda.

- No new business.

Agenda Item #15: Adjourn

- Motion to adjourn made by Bumgarner. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – absent. Time: 6:49 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Stan Jones
Stan Jones
Vice Mayor

Davis Municipal Authority

July 8, 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 Vice Chairman Stan Jones. Time: 6:49 PM

Agenda Item #2: Roll Call

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

Agenda Item #3: Consideration and possible action to approve Consent Agenda.

- a. Minutes of prior meetings. Motion to approve made by Bumgarner. Second by Grinstead. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – absent.
- b. Claims. Motion to approve made by Bumgarner. Second by Grinstead. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – absent.

Agenda Item #4: Consideration and possible action to approve items removed from Consent Agenda.

- No items removed from the consent agenda.

Agenda Item #5: Consideration and possible action to enter into executive session:

- c. Pursuant to 25 O.S. § 307 (B)(1) to discuss the performance of Ricky Harness as interim Turner Falls Park Manager, and
 - Motion to enter into executive session made by Grinstead. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – abstain; Jones – yes; Davis – absent.
- d. Pursuant to 25 O.S. § 307 (B)(3) to discuss the purchase or appraisal of real property.
 - Motion to enter into executive session made by Grinstead. Second by Bumgarner. Vote: Bumgarner – yes; Grinstead – yes; Oakley – abstain; Jones – yes; Davis – absent. Time: 6:51 PM

Agenda Item #6: Consideration and possible action to return from executive session.

- Motion to return from executive session made by Grinstead. Second by Oakley. Vote: Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – absent. Time: 7:58 PM

Agenda Item #7: Presentation of executive session minutes by City Attorney to City Clerk/Treasurer.

- Executive Session minutes presented to City Clerk/Treasurer by City Attorney.

Agenda Item #8: Consideration and possible action regarding items discussed in Executive Session.

- Motion made to authorize Ricky Harness, City Manager to negotiate the purchase of real property discussed in executive session. Second by Oakley. Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – absent.

Agenda Item #9: WWTP Construction Project Report.

- Harness reported progress since last update, finished bottom slab for influent pump station, started interior walls on influent pump station, back fill around the outside, they've finished the plumbing and underground electrical work for the ops building, placed the first slab for the aero mod, started the reroute of the 15" sewer line, the one previously discussed that was missed in the plans, that particular reroute and what they are doing to tie it in is being covered by the project contingency budget, no change order required. In the next period should see continued progress on the interior walls for the influent pump station and the backfill around that structure, the pipe vault for the influent pump station has been started they will continue to work on that, we should see some masonry work on the ops building and they will continue with the aero mod slabs. As mentioned previously, no change orders to date on this project. Hovering in 15-17% completion range. No major delays with regard to the weather, hanging in fairly close to the project completion date. No site safety issues. Expecting another update report from the contractor in the next week to ten days. So far, we are moving along pretty well and they have been good to work with. Grinstead inquired about the other contractor starting their project. Harness reported that they are not expected to begin until September.

Agenda Item #10: Conestoga Wagon Project Report.

- Harness reported that the concrete work is completed with the exception of the fire pit construction. That will not happen until we have the wagons in place. The ground work was completed this past weekend. The electrical is complete, water and sewer is complete as far as they can go with it. The pads for the bath houses are complete. Hope to place the wagons this week. Once the wagons are placed, hope to get the bath houses placed and then they can complete the water and sewer connections. Lots of progress these last couple of weeks. Should have sod placed later this week depending on weather. Grinstead inquired if we or the contractor is laying the sod, watering and fertilizing. Harness confirmed the contractor is laying the sod, but we are watering, conversations to be had about fertilizing. We are currently watering the sod around the tipi village so we already have lines out for watering and water is available at the wagons to water that sod as well.

Agenda Item #11: New Business: Discussion concerning any matter not known which could not have been foreseen prior to the posting of this agenda.

- No new business.

Agenda Item #12: Adjourn.

- Motion to adjourn made by Bumgarner. Second by Oakley. Bumgarner – yes; Grinstead – yes; Oakley – yes; Jones – yes; Davis – absent. Time: 8:05 PM

ATTEST:

/s/Susan Suther
Susan Suther
City Clerk/Treasurer

/s/Stan Jones
Stan Jones
Vice Chairman