

MINUTES OF A SPECIAL MEETING OF CLINTON CITY COUNCIL, CLINTON PUBLIC WORKS AUTHORITY, CLINTON HOSPITAL AUTHORITY, CLINTON SOLID WASTE AUTHORITY, CLINTON RECREATIONAL AUTHORITY, CLINTON AIRPORT AUTHORITY AND CLINTON INDUSTRIAL AUTHORITY

THURSDAY, MAY 14, 2009

Minutes of a special meeting of the Mayor/ Chairman and Council/Trustees of the City of Clinton, Oklahoma, Custer County, held at the Frisco Center on Thursday, May 14, 2009, 8:30 A.M. A notice of this meeting with agenda was posted on the bulletin board in the lobby of the Clinton City Hall on May 11, 2009.

Mayor/Chairman Allen Bryson called the meeting to order with the following present:

Trustee/ Council: Terry Wheeler, Bob Marcy, Mark Hendrickson, John Jordan

City Manager: Grayson Bottom

City Clerk: Lisa Anders

News Media: Gerald Green

Others: Arnold Adams, Gene McCullough, D'Lese Travis, David Crabtree, Brad Aneshansley, Debra Blanchard, Wade Anders, and Rhonda Williams.

2. REVIEW OF 2009-2010 FISCAL YEAR BUDGET

City Manager Grayson Bottom explained that the budget preparation began in February. He said the City's Financial Advisors were consulted regarding the national, regional and local economy. He said Department Heads were instructed to prepare draft budgets with a stand-still policy. He said the Capital Improvement contains no big projects but funding for polishing of existing projects.

City Manager Bottom said two memos were presented to Council. The first memo reviewed was prepared by City Treasurer Debra Blanchard regarding the highlights of the budget to include at 16% increase in health insurance. He said the insurance representatives had notified the City yesterday that the actual rate increase would be 4%.

City Treasurer Debra Blanchard said the health insurance rate increase of 16% is included in the budget presented today. She explained that Oklahoma Municipal Retirement Fund had notified the City that an increase of 2% would be necessary to keep the city retirement program funded. This would change the contribution rate from 10% to 12%. She reported that the dental insurance rates would have a 10% rate increase. She said four additional personnel positions have been included in the budget along with the built-in step increases for staff.

City Treasurer Blanchard said the City has received notification from the Foss Reservoir Master Conservancy District regarding a 21% rate increase in the annual assessment for participation with Foss. She said this amounts to an over \$130,000.00 increase. She said the rate for gallons taken over the annual assessment would be changed at \$2.50 per thousand which is an increase from the \$1.85 per thousand rate. The budget being

presented includes a 7% rate increase to Clinton customers as a result of the annual assessment increase.

After a question from Councilman Hendrickson, City Manager Grayson Bottom said that an amendment would be made to the Kent Miller's contract at the Pro Shop to include the responsibility of Marshal of the golf course. He said the need for a marshal has been discussed for some time and this seems to be the most effective method.

City Manager Bottom also reported that the Consumer Price Index was extremely low this year. He said in the past several years the CPI was the indicator that was used to gage rates. He said for this reason the projected revenues for an increase are not included.

GENERAL FUND

City Treasurer Debra Blanchard explained that 90% of reoccurring revenue is used for budget purposes. The 10% of recurring revenues not estimated total \$450,000.00. A ten year history of cash carryover history was presented for review. It was noted that revenue from royalties has a large decline.

Governing Board

City Manager Grayson Bottom discussed contingency and the "Rainy Day Fund". He said \$200,000 had been budgeted last year in a contingency line item and that amount still remains. He proposed to continue to dedicate \$200,000 but requested that a definition for a "Rainy Day Fund" be established to include events that would cause the fund to be used.

City Treasurer Blanchard recommended have a Contingency Fund and a Rainy Day Fund.

The following line item of Contribution to Other Agency was reviewed:

Blanchard said the contributions actually have contracts with these agencies due to the fact that they provide services for the City.

Following discussion it was recommended to increase funding to Action Associates to \$20,000 per year.

The contribution to Rotary Club was discussed. The funding is used for the July 4th celebration but it was decided that Rotary should be notified that they should look for funding for next year from other sources and suggested that Rotary consult with the Cheyenne/Arapaho Tribe about a joint effort to the celebration.

Steven Collins presented information regarding the Eastside Academy and explained that they are a separate entity from C.A.R.E. He said that Eastside Academy would like to occupy the building on their own. He said there is disconnection between ESA and CARE.

City Manager Grayson Bottom said the current lease agreement expires June 30th. He said CARE has not be able to provide several of the items required in the agreement. He said an auditable set of books has never been provided.

Mr. Collins said he understood some of the requirements such as a diverse board, books with a cash flow plan and professionals on hand would be provided. He said the Eastside Academy wanted to be transparent in their efforts and operation of the program.

Mayor Bryson said the CARE request would remain open until the next review at the next meeting.

City Manager Bottom said the change to the line item for Contribution to Other Agencies would increase by \$12,620.

Police

City Manager Grayson Bottom explained that the policy regarding cell phones had been changed during current fiscal year. Rather than providing cell phones to employees, the City pays an allowance each month to comply with IRS requirements.

Police Operations

Police Chief David Crabtree reported that the department has taken a proactive stance on vehicle repair. He explained that a protective bar has been installed in the units in an attempt to reduce the number of windows that are kicked out.

Animal Control

Police Chief David Crabtree said the department will be implementing a program whereby off-duty police officers will be working in the absence of the Animal Control Officer. He said funds for extra help are included in the budget.

Fire

Fire Chief Wade Anders said the budgeted amount for the office rental will be to be increased as the rental agreement will be considered for renewal at a higher rate.

Emergency Management

Councilman Hendrickson asked if the Reverse 911 program will be implemented. City Manager Bottom said he plans to put a survey in the newspaper to try to get feedback on public opinion.

Inspector

City Manager Bottom said he anticipated changes for the Oklahoma Building Code in the near future if current legislation pending in the House of Representatives is passed into law.

Streets

It was noted that the line item for Chemicals was increased and it was explained that price of

chemicals has increased and the areas to be sprayed has also increased. The line item for sidewalk repairs has increased and this is due to the plans for addition curb and sidewalk repairs. City Manager Bottom said Clinton Public Schools is in the process of completing a survey for an application for Safe Routes to Schools for sidewalks between the grade schools and middle school.

Salaries

City Manager Grayson Bottom explained that the proposed rate increase in health insurance of 16% had been included in the budget but the actual increase will be 4%. Bottom recommended \$130,000 be committed to the Rainy Day Fund and \$70,000 be designated for salary adjustments. His recommendation of the \$70,000 would be allocated for raises to eight directors and two key mid-management personnel amounting to \$22,860. He proposed across the board \$300 raises for all other 93 employees in addition to their scheduled step increases.

Councilman Wheeler asked about signage in the City of Clinton.

City Manager Bottom said a draft ordinance had been presented to Council. He said Councilman Marcy had some concerns regarding the ordinance. Councilman Hendrickson said he felt this is a beautification issue and he would like to see it addressed.

Capital Improvement

City Treasurer Debra Blanchard explained the sales tax collections and transfer process.

City Manager Bottom said the applications for projects for Chapman Road, Dougherty Street Phase I Bridge and the Public Safety Center have been submitted but are not included in the budget.

Included in the Capital Improvement Fund are:

Replacement of two vehicles in the Police Department

Additional pickup to the Fire Department

City Manager Bottom commented on the reason a ladder truck is not included in the budget. He said it has been evaluated and placed on the schedule for future purchases. He said the City is in the position whereby a lease purchase could be utilized if necessary. It was estimated that a demo/used ladder truck would be \$350,000 to \$400,000.

Councilman Marcy asked about completing the closure of the reflecting pool at Acme Brick Park. It was disused to fill the opening with dirt/native grass and possibly relocated the buffalo statue to that site.

Councilman Wheeler suggested funding the fencing of the soccer fields at Acme Brick Park.

Purchase of equipment for sanding in the Street Department. Public Works Director Arnold

Adams said this would allow for a backup to the current equipment.

City Manager Grayson Bottom explained the recommendation for entering into a Master Lease Agreement. He said this would allow the City to get the needed equipment at a new cost of 2%. He explained the rate is 4.5% and the earnings on pooled cash is 2.5%. He said this is a four year deal that is renewal each year and consists of quarter payment. He explained this allows for cash reserves for longer periods of time and there is no prepayment penalty should it be determined that prepayments could be made.

City Manager Bottom pointed out that \$25,000 for decorative lighting for Frisco Avenue had been listed as a possible expenditure but installation cost would need to be determined.

Meeting recessed for a lunch break at 12:26 p.m.

Meeting reconvened at 1:00.

Public Works Authority

City Manager Grayson Bottom said that proposed 7% rate increase on water had been included in the budget and this would also result in an increase in sewer revenue.

Public Works Director Arnold Adams explained the required chlorine levels for water and discussed phasing in of injectors at the towers and standpipes in Clinton.

City Manager Grayson Bottom reported on the downsizing of Freightliner Vehicles and the requirement of maintaining 50 employees. He said they are struggling with continued operations and currently have 29 employees. He recommended the City approve the deferral of the payment for the deficit in employees until such time as the market improves.

Water Treatment

There was a review of personnel and the building remodel requested in the budget.

Water Maintenance

A full year of salary for the addition of employees is included in the budget to allow for the installation of the replacement of the north-east water line.

Wastewater Treatment

The budget includes the funding for a plan for backup motors for the plant.

Solid Waste

The budget includes for the funding for replacement of polycarts with dumpsters where available.

Solid Waste Collections

The Solid Waste provider has implemented a .118% increase in the rates for this fiscal year.

It was noted that the current contract has two more years.

Airport

It was noted that a major portion of the revenue for the airport comes from oil and gas and there has been a decline in this revenue. The hangars at the airport are owned by the City and the amendment of the Fixed Base Operator will reflect a change in the revenue of the hangars. The amendment to the Fixed Base Operators contract will be effective in July so that this contract will be on a fiscal year calendar.

Discussion regarding addition hangars and airport lease of 241 acres was completed.

Recreational Authority

City Manager Grayson Bottom explained the policy for greens fee pass renewals. He said a \$100 discount had been offered to those who had continued with their passes during the renovation of the golf course. Proposed rates effective July 1 were discussed. A chart comparing the various fees at neighboring golf courses was provided. It was recommended to change the name of Twilight golf charges to 9-Hole rate be implemented.

Golf Course Maintenance

City Manager Grayson Bottom said the goal regarding maintenance cost for the golf course was to complete the improvements with no additional maintenance cost. He said the swinging bridge would need to be replaced within the next couple of years.

Parks/ Recreation

It was noted that three additional employees have been budgeted. One maintenance employee and two attendants at Acme Brick Park are included.

Ball fields

It was estimated that five seasonal employees will be needed at Acme Brick Park.

Mayor Bryson recommended the establishment of a Park Advisory Board consisting of five people. He recommended the operation of Acme Brick Park, McLain Rogers Park and one park per Ward.

Swimming

It was decided that there would be no increase in rates.

Industrial

There was discussion of rates increase for the Frisco Center and the purchase of a car.

Recreational Construction

The third year pledge should be received.

Grant Funds

City Manager Grayson Bottom said the HOPE II grant, downtown housing project, is being reevaluated and could possibly be rebid on the project.

Cemetery Perpetual

Fencing improvements and replacement of a mower is included in the budget.

It was noted that a second date for a budget work session would be set for May 27, 2009 with the time to be determined later.

Motion was made by Councilman Hendrickson and seconded by Councilman Marcy to adjourn the meeting.

The meeting was declared adjourned at 3:15 p.m.