

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 10, 2012

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 10, 2012, 5:30 P.M. A notice of this meeting with agenda was posted on the bulletin board in the lobby of the Clinton City Hall on May 7, 2012.

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

Trustee/ Council: Don Rodolph, Bob Marcy, Jason Hulin, Phyllis Smith

City Manager: Steve Hewitt

City Clerk: Lisa Anders

News Media: Gerald Green and Jarod Atha

Others: Arnold Adams, D'Lese Travis, David Crabtree, Kris Wermey, Debra Blanchard, Wade Anders, Rhonda Williams, Seth Adams, Dave Thorpe, Marcia Fanchier and others.

2. REVIEW OF 2012-2013 FISCAL YEAR BUDGET

City Manager Steve Hewitt presented the draft budget to the Council. He said the plan for each department has been reviewed with each department head. He said the plan is to build a reserve in the General Fund while with Public Works is a concern due to water and the Solid Waste will have a CPI increase. He said that Chapman Road is taking a large part of the Capital Improvement. He said there are funds from grant sources that will be applied to the total cost for the road.

City Manager Hewitt said the budget includes a 2% Cost of Living increase while it is anticipated that the cost of health insurance will increase by 15%. He said the matching for the Oklahoma Municipal Retirement Fund will be increased to 13%.

City Manager Hewitt said a notification was sent to residents regarding peak water usage. Residents were asked to conserve of landscape irrigation since more water was being used that the City was able to bring in. He said public education will need to be improved on conservation of water.

GENERAL FUND

City Treasurer Debra Blanchard reported that Use Tax collections but up but not predictable. She said that sales tax collections are also increased but have been cautiously projected. She said that estimates for normal revenue have been made and she pointed out that parks department and the swimming pool are included in the General Fund.

City Manager Steve Hewitt said additional employees in certain facilities have been included and additional programs have been added. He said the revenue from the programs will offset the additional expenses.

Treasurer Blanchard said the budget amendments would be presented at the next regular Council meeting.

City Manager Hewitt said that Contributions to Other Agencies request is down. He said CARE was not included and the Art's Council request is reduced from last year. He explained that CARE is trying to reorganize and is currently being housed in a city owned facility.

Councilman Hulin asked about the funding for the Art's Council.

City Manager Hewitt said they had lost their non-profit status but want to continue the art show. He said they are undertaking a fund raising effort for the show.

City Manager Hewitt said the budget provides for the position of Public Information Officer. He said a large section of our community is not getting information. He said this person would provide information on a regular basis to inform the community and promote the city on a daily basis. He said this would be a full-time position. He said it is not possible to combine these during with the current IT position. He said the Public Information Officer would be interviewing for stories from all department, provide public works notices and provide press releases.

Councilman Hulin asked if contracting rather than hiring additional staff had been considered.

City Manager Hewitt said staff would prevent lag time and some items could be of a sensitive nature. He said this would be a good tool for economic development and provide positive information on the website. He said he is currently working on a job description for this position.

Councilman Hulin asked about the differences in the IT position and the new position.

City Manager Hewitt said IT mainly addressed problems such as hardware, software and telephone. He said the City website has a long lag time regarding information because the IT person does not have time to update it. He said the Public Information person would work under IT with separate duties.

Dave Thorpe asked if the city has anyone on staff that would be considered for the position.

City Manager Hewitt said he would look in-house first and then outside if necessary.

CAPITAL

City Manager Hewitt said some department had received cuts in the Capital Improvement funding in order to fund the Chapman Road project. He said it looks like the project would be completed this year. He said it is expected that bids will be received in September by the City. He said the project contains a complete new road, some curbing and guttering, and a small bridge. The project will be divided into two phases: from the railroad east and from the railroad west. He said traffic would be rerouted during construction.

Dave Thorpe asked about the breakdown of city sales tax.

Treasurer Debra Blanchard said 2% goes to General Fund operations, 1% permanent Capital Improvement and 1% established per the election of October 2011.

City Manager Hewitt said the capital items in other department will play catch up next year.

Fire Chief Wade Anders reported that ISO could come at any time to re-evaluate the City. He said currently that are in Elk City. He estimated the cost of a good used ladder truck to be over half a million.

PUBLIC WORKS

Treasurer Debra Blanchard explained a handout regarding water cost and revenue for the past ten months.

City Manager Hewitt said he believes the water rates need an adjustment to cover cost and build a reserve. He said the philosophy regarding long term planning has changed.

Councilman Rodolph said the rates have been increased once but they did not cover the costs.

City Manager Hewitt said the rates increases came mid-year and did not cover the full costs. He said the budget also includes funding for water improvements such as water wells. He said this could also be funded from Capital Improvement if necessary. He said he wants the City to be proactive but not hasty. He said the problem cannot be fixed overnight.

City Manager Hewitt said that the Severn Trent contract will be modified regarding the chemical formula. He said the city would be purchasing the chemicals. He said the contract includes a CPI increase for June.

SOLID WASTE

City Manager Hewitt said there are no issues for Solid Waste. He said there is a CPI increase and reviewed items to be purchased from the Capital.

ECONOMIC DEVELOPMENT

The budget for economic development projects is set at \$235,200.

4TH CENT FD/PD

Construction of the new Fire Station and renovation of Police Station

Councilman Hulin asked about health insurance.

City Manager Steve Hewitt said the city is looking at other companies. He said that Blue Cross Blue Shield had submitted a high rate. He said other plans are being considered for our employees.

ADJOURN

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

Chairman Bryson put the motion to a roll call vote:

Aye: Marcy, Smith, Hulin, Rodolph, Bryson

Nay: None

Chairman declared the meeting adjourned at 7:05 P.M.

AIRPORT AUTHORITY

City Manager Hewitt said the revenue for the Airport Authority has been reducing each year for several years. He said the last time bids were taken on oil and gas leases at the airport there were no bids submitted. He said a subsidy from the General Fund will be necessary for the airport this year.

He reported that there will be a change in the Fixed Base Operator agreement. He said the City will be taking the responsibility for the fuel sales. He said the airport is a huge economic development tool for the City and the FAA five year program is in place. He said justification is needed for the addition of jet fuel and then hopefully justification for the extension of the runway. He said a fly-in will be scheduled for later in the fiscal year.

RECREATIONAL AUTHORITY

City Manager Steve Hewitt said that Acme Brick Park is no longer included in the Recreational Authority budget. Golf is in the budget and the prediction for revenue has been conservative. He reported that play is up and no rate increases are recommended. He said there may be a green fee reduction may be recommended soon because he wants to make the play more attractive.

INDUSTRIAL AUTHORITY

City Manager Steve Hewitt said the lodging tax collections have increased with the addition of a new hotel. He said there are Capital needs for the Frisco Center and the funding for the Fire Station loan is included in the Industrial Authority. He reported that the housing development is also included in the budget and the plat should be presented at the next regular meeting.

Chairman Bryson said the TIF had been established to payoff in fifteen years and asked about the projected payoff date.

City Manager Hewitt said a conservative guess would be eight years.

CENTRAL GARAGE

City Manager Steve Hewitt explained that this is an internal service fund where repairs are made to equipment.

HOUSING/HOPE

City Manager Steve Hewitt said this is a nice project that is serving the needs to the community.

4th CENT ACME BRICK PARK

Treasurer Debra Blanchard explained this is a pass through account to Public Works to pay debt.