



City of Enid  
401 W. Owen K. Garriott Road  
Enid, Oklahoma 73701  
580-234-0400

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BOARD OF COMMISSIONERS

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NOTICE OF SPECIAL MEETING

Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, the Trustees of the Enid Economic Development Authority, a Public Trust and the Trustees of the Enid Public Transportation Authority, a Public Trust Notice is hereby given that the Mayor and Board of Commissioners of the City of Enid, Oklahoma, the Trustees of the Enid Municipal Authority, a Public Trust, and the Trustees of the Enid Economic Development Authority, a Public Trust, will meet in special session at 5:00 p.m. on the 23rd day of May, 2019, in the Council Chambers of the City Administration Building, located at 401 W. Owen K. Garriott Road in said city, and the agenda for said meeting is as follows:

- AGENDA -

MAYOR AND BOARD OF COMMISSIONERS SPECIAL MEETING

1. CALL TO ORDER/ROLL CALL.
2. ORGANIZATIONAL BUSINESS.
  1. CONSIDER AN APPOINTMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING COMMISSION.
3. ADMINISTRATION.
  1. CONSIDER A RESOLUTION APPROVING, ADOPTING AND APPROPRIATING THE 2019-2020 FISCAL YEAR BUDGET FOR THE CITY OF ENID, OKLAHOMA; APPROVING THE FISCAL YEAR 2019-2020 FINANCIAL PLAN FOR THE VANCE DEVELOPMENT AUTHORITY; AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO MAKE FUND TRANSFERS AS PROVIDED IN THE MUNICIPAL BUDGET ACT; AND AUTHORIZING THE CHIEF FINANCIAL OFFICER TO INVEST THE CITY'S FUNDS AS PROVIDED IN OKLAHOMA STATUTE TITLE 62, SECTION 348.1.
4. RECESS TO CONVENE AS THE ENID MUNICIPAL AUTHORITY.
5. TRUSTEES OF THE ENID MUNICIPAL AUTHORITY SPECIAL MEETING.
6. ENID MUNICIPAL AUTHORITY SPECIAL MEETING.

1. **CONSIDER A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2019-2020 ENID MUNICIPAL AUTHORITY FINANCIAL PLAN.**
7. **ADJOURN TO CONVENE AS THE ENID ECONOMIC DEVELOPMENT AUTHORITY.**
8. **TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING.**
9. **ENID ECONOMIC DEVELOPMENT AUTHORITY SPECIAL MEETING.**
1. **CONSIDER A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2019-2020 ENID ECONOMIC DEVELOPMENT AUTHORITY FINANCIAL PLAN.**
10. **ADJOURN TO CONVENE AS THE ENID PUBLIC TRANSPORTATION AUTHORITY.**
11. **TRUSTEES OF THE ENID PUBLIC TRANSPORTATION AUTHORITY SPECIAL MEETING.**
12. **ENID PUBLIC TRANSPORTATION AUTHORITY SPECIAL MEETING.**
1. **CONSIDER A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2019-2020 ENID TRANSPORTATION AUTHORITY FINANCIAL PLAN.**
13. **ADJOURN TO RECONVENE AS THE ENID CITY COMMISSION.**
14. **PUBLIC COMMENTS.**
15. **ADJOURN.**

**City Commission Special Meeting**

**2.1.**

**Meeting Date:** 05/23/2019

**Submitted By:** Cary Huffhines, Executive Assistant

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**SUBJECT:**

**CONSIDER AN APPOINTMENT TO THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING COMMISSION.**

**BACKGROUND:**

The duty of the Funding Commission is to assist the Mayor and Board of Commissioners with recommendations for the annual allocations of CDBG funding.

An At-Large vacancy exists, due to the resignation of T. Geoffrey Luke. Mayor Pankonin has recommended Ms. Tammy Wilson for appointment to this commission. If approved, Ms. Wilson will serve an unexpired term through October 2020.

**RECOMMENDATION:**

Consider appointment.

**PRESENTER:**

Jerald Gilbert, City Manager

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**City Commission Special Meeting**

**3.1.**

**Meeting Date:** 05/23/2019

**Submitted By:** Erin Crawford, Chief Financial Officer

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**SUBJECT:**

**CONSIDER A RESOLUTION APPROVING, ADOPTING AND APPROPRIATING THE 2019-2020 FISCAL YEAR BUDGET FOR THE CITY OF ENID, OKLAHOMA; APPROVING THE FISCAL YEAR 2019-2020 FINANCIAL PLAN FOR THE VANCE DEVELOPMENT AUTHORITY; AUTHORIZING THE CITY MANAGER, OR HIS DESIGNEE, TO MAKE FUND TRANSFERS AS PROVIDED IN THE MUNICIPAL BUDGET ACT; AND AUTHORIZING THE CHIEF FINANCIAL OFFICER TO INVEST THE CITY'S FUNDS AS PROVIDED IN OKLAHOMA STATUTE TITLE 62, SECTION 348.1.**

**BACKGROUND:**

The proposed 2019-2020 Budget for the City of Enid and 2019-2020 Financial Plan for the Vance Development Authority were delivered to the Commission April 26, 2019 and presented during study, special and regular session on May 6, 9 and 21, with the formal budget hearing on May 21, 2019.

Approval of this resolution provides for the formal adoption and appropriation of the 2019-2020 operating and capital budgets for the City and also approves the 2019-2020 financial plan for the Vance Development Authority. Budget copies are available at the Public Library of Enid & Garfield County, on the City of Enid's website and on file in the City Clerk's Office.

**RECOMMENDATION:**

Approve resolution.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Attachments**

Resolution

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## RESOLUTION

**A RESOLUTION APPROVING, ADOPTING AND APPROPRIATING THE 2019-2020 FISCAL BUDGET FOR THE CITY OF ENID, OKLAHOMA; APPROVING THE FISCAL YEAR 2019-2020 FINANCIAL PLAN FOR THE VANCE DEVELOPMENT AUTHORITY; AUTHORIZING THE CITY MANAGER, OR THE CHIEF FINANCIAL OFFICER, TO MAKE FUND TRANSFERS AS PROVIDED IN THE OKLAHOMA MUNICIPAL BUDGET ACT; AND AUTHORIZING THE CHIEF FINANCIAL OFFICER TO INVEST THE CITY'S FUNDS AS PROVIDED IN OKLAHOMA STATUTES, TITLE 62, SECTION 348.1.**

**WHEREAS**, the City of Enid has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

**WHEREAS**, the proposed budget and financial plans for Fiscal Year 2019-2020 were delivered to the Mayor and Commissioners on April 26, 2019, which is more than 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

**WHEREAS**, the Mayor and Board of Commissioners held budget and financial plan review meetings during study, regular and special sessions on May 6, 9 and 21, 2019; and

**WHEREAS**, the Mayor and Board of Commissioners conducted a public hearing on May 21, 2019, which is 15 days prior to the start of the fiscal year; and

**WHEREAS**, Notice of the public hearing was published in the *Enid News & Eagle* on May 12, 2019, which is five days in advance of the hearing and in compliance with Section 17-208 of the Act; and

**WHEREAS**, the Mayor and Board of Commissioners, after careful review and consideration, have determined that the said 2019-2020 budget and financial plans address the priorities and operational and capital needs of the City and the Vance Development Authority, all within estimated revenue limits; and

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF COMMISSIONERS OF THE CITY OF ENID, OKLAHOMA:**

**SECTION 1.** The Mayor and Board of Commissioners of the City of Enid, Oklahoma do hereby approve and adopt the Fiscal Year 2019-2020 Budget on the 23rd day of May 2019, with total resources available in the amount of \$101,795,570, and total department level appropriations in the amount of \$104,007,290. The Mayor and Board of Commissioners also hereby approve the

Fiscal Year 2019-2020 Financial Plan for the Vance Development Authority. Legal appropriations and Authority approvals are hereby established as follows:

<b>FUND</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
<b>10 GENERAL FUND</b>	<b>ADMINISTRATION</b>	<b>\$633,610</b>
	<b>HUMAN RESOURCES</b>	<b>\$466,770</b>
	<b>LEGAL</b>	<b>\$1,348,585</b>
	<b>SAFETY</b>	<b>\$167,650</b>
	<b>PUBLIC RELATIONS/MARKETING</b>	<b>\$469,725</b>
	<b>GENERAL GOVERNMENT</b>	<b>\$907,400</b>
	<b>ACCOUNTING</b>	<b>\$779,180</b>
	<b>RECORDS AND RECEIPTS</b>	<b>\$268,180</b>
	<b>INFORMATION TECHNOLOGY</b>	<b>\$723,535</b>
	<b>COMMUNITY DEVELOPMENT</b>	<b>\$270,520</b>
	<b>CODE ENFORCEMENT</b>	<b>\$748,335</b>
	<b>ENGINEERING</b>	<b>\$1,543,735</b>
	<b>PUBLIC WORKS MANAGEMENT</b>	<b>\$495,565</b>
	<b>FLEET MANAGEMENT</b>	<b>\$791,870</b>
	<b>PARKS &amp; RECREATION</b>	<b>\$1,397,340</b>
	<b>STORMWATER &amp; ROADWAY MAINTENANCE</b>	<b>\$2,438,475</b>
	<b>TECHNICAL SERVICES</b>	<b>\$1,285,170</b>
	<b>LIBRARY</b>	<b>\$956,340</b>
	<b>GENERAL FUND TRANSFERS</b>	<b>\$18,588,685</b>
	<b>SALES TAX TRANSFERS</b>	<b>\$17,938,480</b>
<b>GENERAL FUND CAPITAL REPLACEMENT</b>	<b>\$876,960</b>	
<b>12 POLICE SPECIAL PROJECTS</b>	<b>POLICE SPECIAL PROJECTS</b>	<b>\$358,000</b>
<b>14 HEALTH</b>	<b>HEALTH</b>	<b>\$6,203,535</b>
<b>20 AIRPORT</b>	<b>AIRPORT</b>	<b>\$1,631,000</b>
<b>22 GOLF</b>	<b>GOLF</b>	<b>\$879,200</b>
<b>30 STREET &amp; ALLEY</b>	<b>STREET &amp; ALLEY</b>	<b>\$2,468,000</b>
<b>33 VANCE DEVELOPMENT AUTHORITY</b>	<b>VANCE DEVELOPMENT AUTHORITY</b>	<b>\$171,100</b>
<b>40 CAPITAL IMPROVEMENT</b>	<b>CAPITAL IMPROVEMENT</b>	<b>\$4,289,000</b>

41 STREET IMPROVEMENT	STREET IMPROVEMENT	\$1,450,000
42 SANITARY SEWER	SANITARY SEWER	\$1,405,000
43 STORMWATER	STORMWATER	\$3,090,000
44 WATER CAPITAL IMPROVEMENT	WATER CAPITAL IMPROVEMENT	\$1,725,000
45 CAPITAL PROJECTS ESCROW	CAPITAL PROJECTS ESCROW	\$300,000
50 911	911	\$1,348,510
51 POLICE	POLICE	\$11,489,855
60 EECCH	EECCH	\$3,698,300
65 FIRE	FIRE	\$9,311,225
70 CDBG	CDBG	\$793,455
80 SINKING	SINKING	\$300,000

**SECTION 2.** The Mayor and Board of Commissioners do hereby authorize the City Manager, or the Chief Financial Officer, to transfer any unexpended and unencumbered appropriations or approved funds, at any time throughout Fiscal Year 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Mayor and Board of Commissioners. Further, the Mayor and Board of Commissioners authorize the Chief Financial Officer to invest the City's funds as provided in Oklahoma Statutes, Title 62, Section 348.1.

**SECTION 3.** All supplemental appropriations or decreases in the total appropriation of a fund shall be adopted at a meeting of the Mayor and Board of Commissioners and filed with the State Auditor and Inspector.

Adopted this 23rd day of May 2019.

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Mayor

(SEAL)

ATTEST:

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City Clerk



**City Commission Special Meeting**

**6.1.**

**Meeting Date:** 05/23/2019

**Submitted By:** Erin Crawford, Chief Financial Officer

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**SUBJECT:**

**CONSIDER A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2019-2020 ENID MUNICIPAL AUTHORITY FINANCIAL PLAN.**

**BACKGROUND:**

This is a companion to items 2.1, 8.1 & 11.1 and will provide for the concurrent approval and adoption of the Fiscal Year 2019-2020 Enid Municipal Authority Financial Plan. Financial plan copies are available at the Public Library of Enid & Garfield County, on the City of Enid's website and on file in the City Clerk's Office.

**RECOMMENDATION:**

Approve resolution.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Attachments**

Resolution

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**RESOLUTION**

**RESOLUTION APPROVING AND ADOPTING THE PROPOSED FISCAL YEAR 2019-2020 ENID MUNICIPAL AUTHORITY FINANCIAL PLAN.**

**WHEREAS**, the Board of Trustees held financial plan review meetings during study, regular and special sessions on May 6, 9 and 21, 2019, and conducted a public hearing on May 21, 2019; and

**WHEREAS**, the Board of Trustees, after careful review and consideration, have determined that the said Fiscal Year 2019-2020 Financial Plan addresses the priorities and operational and capital needs of the Authority within estimated revenue limits; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE ENID MUNICIPAL AUTHORITY:**

**SECTION 1.** The Enid Municipal Authority Board of Trustees do hereby approve and adopt the Fiscal Year 2019-2020 Financial Plan on the 23rd day of May 2019, with total resources available in the amount of \$57,500,480, and total expenditures of \$57,500,480. Approval levels are hereby established as follows:

<b>FUND</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
<b>31 ENID MUNICIPAL AUTHORITY</b>	<b>EMA OPERATIONS</b>	<b>\$44,976,815</b>
	<b>UTILITY SERVICES</b>	<b>\$616,375</b>
	<b>SOLID WASTE SERVICES</b>	<b>\$3,840,795</b>
	<b>PUBLIC UTILITIES MGMT</b>	<b>\$368,190</b>
	<b>WATER PRODUCTION</b>	<b>\$2,344,370</b>
	<b>UTILITY MAINTENANCE</b>	<b>\$1,738,760</b>
	<b>WASTEWATER PLANT MGMT</b>	<b>\$2,080,735</b>
	<b>EMA CAPITAL REPLACEMENT</b>	<b>\$1,534,440</b>

**SECTION 2.** The Enid Municipal Authority Board of Trustees do hereby authorize the City Manager, or his designee, to transfer any approved funds, at any time throughout Fiscal Year 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Board of Trustees.

Adopted this 23rd day of May 2019.

Chairman

(SEAL)

ATTEST:

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Secretary

**City Commission Special Meeting**

**9.1.**

**Meeting Date:** 05/23/2019

**Submitted By:** Erin Crawford, Chief Financial Officer

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**SUBJECT:**

**CONSIDER A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2019-2020 ENID ECONOMIC DEVELOPMENT AUTHORITY FINANCIAL PLAN.**

**BACKGROUND:**

This is a companion to items 2.1, 5.1 and 11.1 and will provide for the concurrent approval and adoption of the Fiscal Year 2019-2020 Enid Economic Development Authority Financial Plan. Financial plan copies are available at the Public Library of Enid & Garfield County, on the City of Enid's website and on file in the City Clerk's Office.

**RECOMMENDATION:**

Approve resolution.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Attachments**

Resolution

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**RESOLUTION**

**RESOLUTION APPROVING AND ADOPTING THE PROPOSED FISCAL YEAR 2019-2020 ENID ECONOMIC DEVELOPMENT AUTHORITY FINANCIAL PLAN.**

**WHEREAS**, the Board of Trustees held financial plan review meetings during study, regular and special sessions on May 6, 9 and 21, 2019, and conducted a public hearing on May 21, 2019; and

**WHEREAS**, the Board of Trustees, after careful review and consideration, have determined that the said Fiscal Year 2019-2020 Financial Plan addresses the priorities and operational and capital needs of the Authority within estimated revenue limits; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE ENID ECONOMIC DEVELOPMENT AUTHORITY:**

**SECTION 1.** The Enid Economic Development Authority Board of Trustees do hereby approve and adopt the Fiscal Year 2019-2020 Financial Plan on the 23rd day of May 2019, with total resources available in the amount of \$4,485,120, and total expenditures of \$4,485,120. Approval levels are hereby established as follows:

<b>FUND</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
<b>32 ENID ECONOMIC DEVELOPMENT AUTHORITY</b>	<b>EEDA</b>	<b>\$4,485,120</b>

**SECTION 2.** The Enid Economic Development Authority Board of Trustees do hereby authorize the City Manager, or his designee, to transfer any approved funds, at any time throughout Fiscal Year 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Board of Trustees.

Adopted this 23rd day of May 2019.

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Chairman

(SEAL)

ATTEST:

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Secretary

**City Commission Special Meeting**

**12.1.**

**Meeting Date:** 05/23/2019

**Submitted By:** Erin Crawford, Chief Financial Officer

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**SUBJECT:**

**CONSIDER A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2019-2020 ENID TRANSPORTATION AUTHORITY FINANCIAL PLAN.**

**BACKGROUND:**

This is a companion to items 2.1, 5.1 and 8.1 and will provide for the concurrent approval and adoption of the Fiscal Year 2019-2020 Enid Public Transportation Authority Financial Plan. Financial plan copies are available at the Public Library of Enid & Garfield County, on the City of Enid's website and on file in the City Clerk's Office.

**RECOMMENDATION:**

Approve resolution.

**PRESENTER:**

Erin Crawford, Chief Financial Officer

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**Attachments**

Resolution

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**RESOLUTION**

**RESOLUTION APPROVING AND ADOPTING THE PROPOSED FISCAL YEAR 2019-2020 ENID PUBLIC TRANSPORTATION AUTHORITY FINANCIAL PLAN.**

**WHEREAS**, the Board of Trustees held plan review meetings during study, regular and special sessions on May 6, 9 and 21, 2019, and conducted a public hearing on May 21, 2019; and

**WHEREAS**, the Board of Trustees, after careful review and consideration, have determined that the said Fiscal Year 2019-2020 Financial Plan addresses the priorities and operational and capital needs of the Authority within estimated revenue limits; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE ENID PUBLIC TRANSPORTATION AUTHORITY:**

**SECTION 1.** The Enid Public Transportation Authority Board of Trustees do hereby approve and adopt the Fiscal Year 2019-2020 Financial Plan on the 23rd day of May 2019, with total resources available in the amount of \$903,850, and total expenditures of \$903,850. Approval levels are hereby established as follows:

<b>FUND</b>	<b>DEPARTMENT</b>	<b>AMOUNT</b>
<b>99 ENID PUBLIC TRANSPORTATION AUTHORITY</b>	<b>EPTA</b>	<b>\$903,850</b>

**SECTION 2.** The Enid Public Transportation Authority Board of Trustees do hereby authorize the City Manager, or his designee, to transfer any approved funds, at any time throughout Fiscal Year 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Board of Trustees.

Adopted this 23rd day of May 2019.

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Chairman

(SEAL)

ATTEST:



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Secretary