

**MINUTES
BUDGET/PERSONNEL
REGULAR MEETING
TUESDAY, MAY 10TH, 2016
5:30 P.M.**

THE BUDGET / PERSONNEL COMMITTEE MET IN REGULAR SESSION IN THE COUNCIL CHAMBER AT 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

Committee Members: **Greg Rosamond, Drew Stott,

1. CALL MEETING TO ORDER.

The meeting was called to order at 5:30 p.m. by Chairman Greg Rosamond. Members present: Greg Rosamond, Drew Stott. Members absent: none.

Others present: Mayor Jimmy Tramel; Eva Smith, City Clerk; Travis Noland, newly-elected Council Member; Jill White, newly-elected Council Member; Dennis Nichols, Chief of Police; Tim Thompson, Fire Chief; Doug Moore, Building Inspector; Cari Rerat, Library Director; James Willyard and Kevin Tramel, Police Department; BK Young, Fire Department; Billy and Nena Roberts; Cydney Baron; Terry Aylward;

2. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE APRIL 12TH, 2016 REGULAR MEETING.

Motion was made by Rosamond, second by Stott to approve the minutes of the APRIL 12th, 2016 regular meeting. All voted yes.

3. DISCUSS, POSSIBLY APPROVE THE MINUTES OF THE MAY 2ND, 2016 SPECIAL MEETING.

Motion was made by Stott, second by Rosamond to approved the minutes of the May 2nd, 2016 Special Meeting, with the change that Randy Chitwood was not absent, but was, in fact, no longer on the Committee. All voted yes.

4. MAYOR'S REPORT.

a. Tax Report.

Sales tax numbers are down for the month. Use tax numbers are the lowest they've been since 2011, and before that 2006. Tobacco tax is up for the month.

b. Review of financial status.

By the end of fiscal year, income is projected to be down by nearly \$500,000. Mayor presented a pie chart showing how the budget is allocated by department. He is proposing that each department take a cut of the same percentage as their respective allocation, with a few exceptions, such as Police, who cannot afford to take a 36% cut in funding. Some departments are down in their staff numbers, and department heads are working to pick up the slack in these areas.

c. Budget Process:

Mayor is currently working on the new budget with Ron Kolker, and they are having to make some tough decisions.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION ON APPROVAL OF CONTRACT BETWEEN INSTITUTE FOR BUILDING TECHNOLOGY AND SAFETY AND THE CITY OF PRYOR CREEK.

Motion was made by Stott, second by Rosamond to table approval of contract between Institute for Building Technology and Safety and the City of Pryor Creek, until we have more specific information. Rosamond asked that Mayor Tramel and Doug Moore spend some time getting an SOP in place before representing it to the Committee. No action was taken.

6. PETITIONS FROM THE AUDIENCE.

There were no petitions from the audience.

7. UNFORESEEABLE BUSINESS. (ANY MATTER NOT REASONABLY FORESEEN PRIOR TO POSTING AGENDA.)

There was no unforeseeable business.

8. ADJOURN.

Motion was made by Rosamond, second by Stott to adjourn at 6:30 pm. All voted yes.



MAY 26, 2016

The Municipal Utility Board met with the City of Pryor Creek Budget Committee in a Special Session at 5:03 PM o'clock on Thursday, 26 May 2016 with Chairman Harris. The agenda was duly posted in the outside Pryor City Hall Bulletin Case at 12 North Rowe Street. Municipal Utility Board Members present were: Mr. Harris, Mr. Roberts, Dr. Lindsey, Dr. Sixkiller, and Ms. Mitchell. City of Pryor Creek Budget Committee Members present were: Mr. Greg Rosamond and Mr. Drew Stott.

Others in attendance were: MUB Attorney Mr. Fred Sordahl, City of Pryor Creek Attorney Mr. K. Ellis Ritchie, Financial Consultant Mr. Ron Kolker, Mayor Tramel, MUB General Manager Mr. Gary Pruett, Assistant MUB General Manager Mr. Jared Crisp, MUB Office Manager Mrs. Teri Hill, MUB Network Administrator Mr. Ryan Stout, and Cost of Service & Rate Design Project Team Members, Mr. Dan Jackson, Mr. Steve Powell, and Mr. Dale Burke. Also attending were Councilman Willard Buchanan and Mr. Terry Alyward from The Paper.

Mr. Pruett welcomed those in attendance and introduced Mr. Dan Jackson who is the Vice President of Willdan/Economists.com and a member of the rate study project team hired by the Municipal Utility Board.

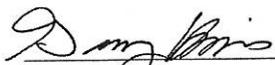
Budget Committee Member, Mr. Travis Noland arrived at 5:11 PM.

Mr. Dan Jackson presented the cost of service study performed by Infrastructure Solutions Group LLC and Willdan/Economists.com Project Team which included recommended rate modifications for the electric, natural gas, water, and wastewater services provided by the Municipal Utility Board to all of its customers.

At 6:10 PM the floor was opened for discussion and questions. The City of Pryor Charter Article V (Utility Board), Sections 47 and 48 (Utility Rates and Application of Revenues) were discussed in length. City Attorney K. Ellis Ritchie, MUB Attorney Fred Sordahl, and Municipal Financial Consultant Mr. Ron Kolker agreed the Municipal Utility Board and the City Council may adjust rates to cover each department's cost of commodities, operations and maintenance without a change to the Charter by a vote of the people. In closing, the proposed cost of service rate average totals for electric, water, gas, and wastewater would be an increase of approximately \$10 per month to the average residential customer.

A motion was made by Councilman Noland seconded by Councilman Rosamond to adjourn at 6:53 PM. Motion Carried: Votes cast as follows: Ayes – Noland and Rosamond Nay - Stott

A motion was made by Ms. Mitchell and seconded by Mr. Roberts to adjourn at 6:54 PM. MOTION CARRIED. Votes cast as follows: Ayes – Mitchell, Roberts, Lindsey, Sixkiller, and Harris Nay – none


Chairman


Secretary

Sales Tax Totals

City of Pyrot Creek, OK

	2013	2014	2015	2016	2017	2018	2019
January	\$ 662,268.95	\$ 658,062.06	\$ 740,543.77	\$ 677,143.26			
February	\$ 586,123.88	\$ 565,505.43	\$ 636,916.53	\$ 588,954.82			
March	\$ 618,550.89	\$ 632,444.37	\$ 625,112.00	\$ 643,554.63			
April	\$ 660,168.52	\$ 595,445.12	\$ 632,397.91	\$ 611,945.73			
May	\$ 668,493.85	\$ 689,595.74	\$ 574,434.03	\$ 605,647.51			
June	\$ 695,166.87	\$ 658,498.21	\$ 635,634.75				
July	\$ 642,951.64	\$ 665,441.69	\$ 655,427.10				
August	\$ 588,984.89	\$ 735,229.04	\$ 662,165.39				
September	\$ 623,305.96	\$ 674,441.21	\$ 650,653.18				
October	\$ 613,821.44	\$ 682,906.08	\$ 637,163.60				
November	\$ 604,682.41	\$ 655,413.45	\$ 636,938.17				
December	\$ 733,777.94	\$ 785,335.96	\$ 642,704.26				
Total	\$ 7,698,297.24	\$ 7,998,318.36	\$ 7,730,090.69	\$ 3,127,245.95	\$ -	\$ -	\$ -

FISCAL YEAR

	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
July	\$ 642,951.64	\$ 665,441.69	\$ 655,427.10				
August	\$ 588,984.89	\$ 735,229.04	\$ 662,165.39				
September	\$ 623,305.96	\$ 674,441.21	\$ 650,653.18				
October	\$ 613,821.44	\$ 682,906.08	\$ 637,163.60				
November	\$ 604,682.41	\$ 655,413.45	\$ 636,938.17				
December	\$ 733,777.94	\$ 785,335.96	\$ 642,704.26				
January	\$ 658,062.06	\$ 740,543.77	\$ 677,143.26				
February	\$ 565,505.43	\$ 636,916.53	\$ 588,954.82				
March	\$ 632,444.37	\$ 625,112.00	\$ 643,554.63				
April	\$ 595,445.12	\$ 632,397.91	\$ 611,945.73				
May	\$ 689,595.74	\$ 574,434.03	\$ 605,647.51				
June	\$ 658,498.21	\$ 635,634.75					
Total	\$ 7,607,075.21	\$ 8,043,806.42	\$ 7,012,297.65				

Use Tax Totals

City of Puyor Creek, OK

	2013	2014	2015	2016	2017	2018	2019
January	\$ 49,498.60	\$ 67,520.43	\$ 53,267.28	\$ 33,946.26			
February	\$ 86,209.97	\$ 14,211.05	\$ 64,642.37	\$ 35,634.83			
March	\$ 65,872.89	\$ 81,216.06	\$ 46,346.84	\$ 28,846.29			
April	\$ 49,140.05	\$ 49,167.04	\$ 45,722.80	\$ 18,092.03			
May	\$ 51,496.14	\$ 50,463.73	\$ 108,253.46	\$ 26,009.82			
June	\$ 57,591.39	\$ 48,203.22	\$ 31,611.29				
July	\$ 45,585.07	\$ 24,940.14	\$ 40,861.47				
August	\$ 20,958.57	\$ 33,583.63	\$ 1,248.08				
September	\$ 29,081.10	\$ 65,477.59	\$ 35,215.20				
October	\$ 53,932.44	\$ 65,006.50	\$ 38,907.29				
November	\$ 30,579.71	\$ 5,681.25	\$ 22,413.04				
December	\$ 46,631.21	\$ 67,517.27	\$ 33,280.69				
Total	\$ 586,577.14	\$ 572,987.91	\$ 521,769.81	\$ 142,529.23	\$ -	\$ -	\$ -

FISCAL YEAR

	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
July	\$ 45,585.07	\$ 24,940.14	\$ 40,861.47				
August	\$ 20,958.57	\$ 33,583.63	\$ 1,248.08				
September	\$ 29,081.10	\$ 65,477.59	\$ 35,215.20				
October	\$ 53,932.44	\$ 65,006.50	\$ 38,907.29				
November	\$ 30,579.71	\$ 5,681.25	\$ 22,413.04				
December	\$ 46,631.21	\$ 67,517.27	\$ 33,280.69				
January	\$ 67,520.43	\$ 53,267.28	\$ 33,946.26				
February	\$ 14,211.05	\$ 64,642.37	\$ 35,634.83				
March	\$ 81,216.06	\$ 46,346.84	\$ 28,846.29				
April	\$ 49,167.04	\$ 45,722.80	\$ 18,092.03				
May	\$ 50,463.73	\$ 108,253.46	\$ 26,009.82				
June	\$ 48,203.22	\$ 31,611.29					
Total	\$ 537,549.63	\$ 612,050.42	\$ 314,455.00	\$ -	\$ -	\$ -	\$ -

TOBACCO Tax Totals

City of Puyor Creek, OK

	2013	2014	2015	2016	2017	2018	2019
January	\$ 7,630.66	\$ 5,991.95	\$ 8,329.08	\$ 7,390.81			
February	\$ 6,503.06	\$ 6,606.99	\$ 7,231.88	\$ 6,236.75			
March	\$ 7,199.37	\$ 6,205.90	\$ 8,386.99	\$ 7,114.13			
April	\$ 8,896.25	\$ 8,241.76	\$ 8,346.16	\$ 7,329.77			
May	\$ 9,298.06	\$ 7,567.36	\$ 6,855.21	\$ 8,142.89			
June	\$ 8,402.42	\$ 7,451.83	\$ 7,131.18				
July	\$ 8,725.16	\$ 8,287.62	\$ 8,299.68				
August	\$ 8,942.09	\$ 8,330.75	\$ 7,944.48				
September	\$ 5,940.99	\$ 8,453.05	\$ 7,644.72				
October	\$ 7,742.79	\$ 8,339.63	\$ 7,854.01				
November	\$ 8,042.53	\$ 6,772.72	\$ 7,728.07				
December	\$ 8,141.25	\$ 8,381.17	\$ 8,105.83				
Total	\$ 95,464.63	\$ 90,630.73	\$ 93,857.29	\$ 28,071.46	\$ -	\$ -	\$ -

FISCAL YEAR

	FY 2013-2014	FY 2014-2015	FY 2015-2016	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020
July	\$ 8,725.16	\$ 8,287.62	\$ 8,299.68				
August	\$ 8,942.09	\$ 8,330.75	\$ 7,944.48				
September	\$ 5,940.99	\$ 8,453.05	\$ 7,644.72				
October	\$ 7,742.79	\$ 8,339.63	\$ 7,854.01				
November	\$ 8,042.53	\$ 6,772.72	\$ 7,728.07				
December	\$ 8,141.25	\$ 8,381.17	\$ 8,105.83				
January	\$ 5,991.95	\$ 8,329.08	\$ 7,390.81				
February	\$ 6,606.99	\$ 7,231.88	\$ 6,236.75				
March	\$ 6,205.90	\$ 8,386.99	\$ 7,114.13				
April	\$ 8,241.76	\$ 8,346.16	\$ 7,329.77				
May	\$ 7,567.36	\$ 6,855.21	\$ 8,142.89				
June	\$ 7,451.83	\$ 7,131.18					
Total	\$ 89,600.60	\$ 94,845.44	\$ 75,648.25	\$ -	\$ -	\$ -	\$ -