



June 20, 2016

The **REGULAR** meeting of the **CHICKASHA CITY COUNCIL** was held in the council chambers in city hall on the 20th day of June, 2016 as specified by advance public notice with a properly prepared agenda stating the subject matter or matters to be discussed at said meeting. Mayor Ross called the meeting to order at 5:30 p.m.

ITEM 1. Call to Order / Roll Call / Opening Prayer / Pledge of Allegiance

MAYOR AND COUNCIL

PRESENT: Hank Ross, Mayor
John Toland
Kimberly Loggins
Phylis Steelman
Mike Sutterfield
Howard Carpenter
Jerry Pittman
Blake Elliott
Ashanti-Alexander

STAFF

Alan Guard, City Manager
Tom Frailey Attorney
Steve Chapman, Park and Recreation Director
Tina Smith, City Clerk
Stewart Steele, Police Chief
Brian Zalewski, Fire Chief
Susan Jones, Executive Assistant
Gina Snedeker, Finance Director
Lillie Huckaby, Library Director
Jim McClain, Public Works Director
Robinson Camp, Capital Project Manager
Kim Kohler, Special Event Manage

Council Member Ashanti-Alexander gave the invocation and led the pledge of allegiance.

ITEM 2. Visitor Presentation / Citizen and Council Communication.

Chickasha City Council Meeting 06-20-2016

TIME: 5:30

(City Council Rules and Regulations limit visitor comments to a maximum of three minutes.)

Council Communications

Council Member Sutterfield wanted to recognize public works on the great job on the road repair.

Council Member Ashanti-Alexander thanked Steve Chapman for his help during the Juneteenth and for including Washita Valley Park in the movie in the park. The grass on the fence line by Congo creek needs mowed.

Alan Guard stated there were 1700 plus people at the Airport fly in.

Council Member Loggins said the City Staff was very helpful and engaged, Great teamwork.

Council Member Toland stated he was concerned about the property at the 1200 block of Colorado.

Council Member Pittman 727Minnesota grass.

Council Member Carpenter said there were property's mowing the front and not the back yards.

**Public Hearing to consider implementation of drainage utility fee ordinance
opened 5:43pm closed 6:55**

City Manager Guard presented a power point on drainage issues and drainage utility.
See attachment

Council Member Steelman asked if lawn meter would be included in the fee, no lawn meter will have the fee.

Citizens Communications

Roland Nunez supports the drainage as a home and business owner but would like to know the application process for the lower fee amount.

Susan Jones would like to see the fee dropped reduced to \$5.50, thinks the \$7.00 fee is ridiculous for Chickasha.

Loretta Jackson stated that several years ago the drainage was never finished and would it be completed, when it floods the water sets in the ditches there isn't anywhere to drain.

Harvey Taylor asked if the City really wants to fix the drainage, don't spend money on lights. Get sand bags out.

Dianne Wilkins Chickasha resident and employed with DEQ stated she was very impressed getting ahead of the drainage problem, health issue and the drainage problem must be fixed fees are reasonable.

Mike Young stated he moved here a year ago from Alaska and lives on Sleepy Hollow and they don't have storm drains so they will be charged a fee for no service. Have

Drainage Issues and Drainage Utility



CITY COUNCIL MEETING – JUNE 20, 2016

Drainage Issues



- **Drainage Infrastructure**
- **Stormwater Inlets**
 - 668 Inlets, 58 were replaced in 2015 at \$160,700; 26 replaced in 2016 at \$80,000.
 - 204 Street Drains
- **Stormwater management and flood mitigation**
 - Downtown floodplain management and flood mitigation
 - Congo Creek floodplain management
- **Drainage Utility – User fee**

Drainage Infrastructure



- **Guernsey Report – Inventory of stormwater inlets.**
 - Street and curb drains (872) plus 67 field inlets
- **Chisholm Report – Stormwater management and downtown flood mitigation**
 - Downtown Area
- **Congo Creek Report – Stormwater management and flood mitigation**
 - Fluming and enlarging Congo Creek
- **Drainage system collapsed at Atwood's Shopping Center – Other issues still to identify**

Guernsey Report



- Reviewed Drainage Master Plan from 1978
- Studied 940 inlets.
 - 668 Curb Inlets, 204 Street Inlets, 67 Field Inlets and 1 other
- Identified four large stormwater collection systems and several smaller systems.
- Stormwater is directed through tributaries to Line Creek, Congo Creek or other smaller unnamed creeks.
- Study identified 533 deficient inlets, or 57%.
- Total cost to construct/replace deficient inlets is \$1,476,795.00 (replaced 58 in 2015 at a cost of \$160,700 and 26 in 2016 at a cost of \$80,000).

Chisholm Consulting



- Looked at drainage basin that impact Downtown Chickasha
- Identified **53 square miles** drain into creeks that all end up in Line Creek flowing through downtown.
- Will recommend that a combination of detention, deepening, widening and paving the bottom of Line Creek, as well as replacing the bridges East of 16th Street as a permanent solution. This will allow 25,000 cfs down Line Creek which removes the area out of the 10 year event.
- Estimated cost - \$13,000,000

Line Creek DOWNTOWN Drainage

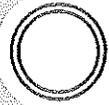
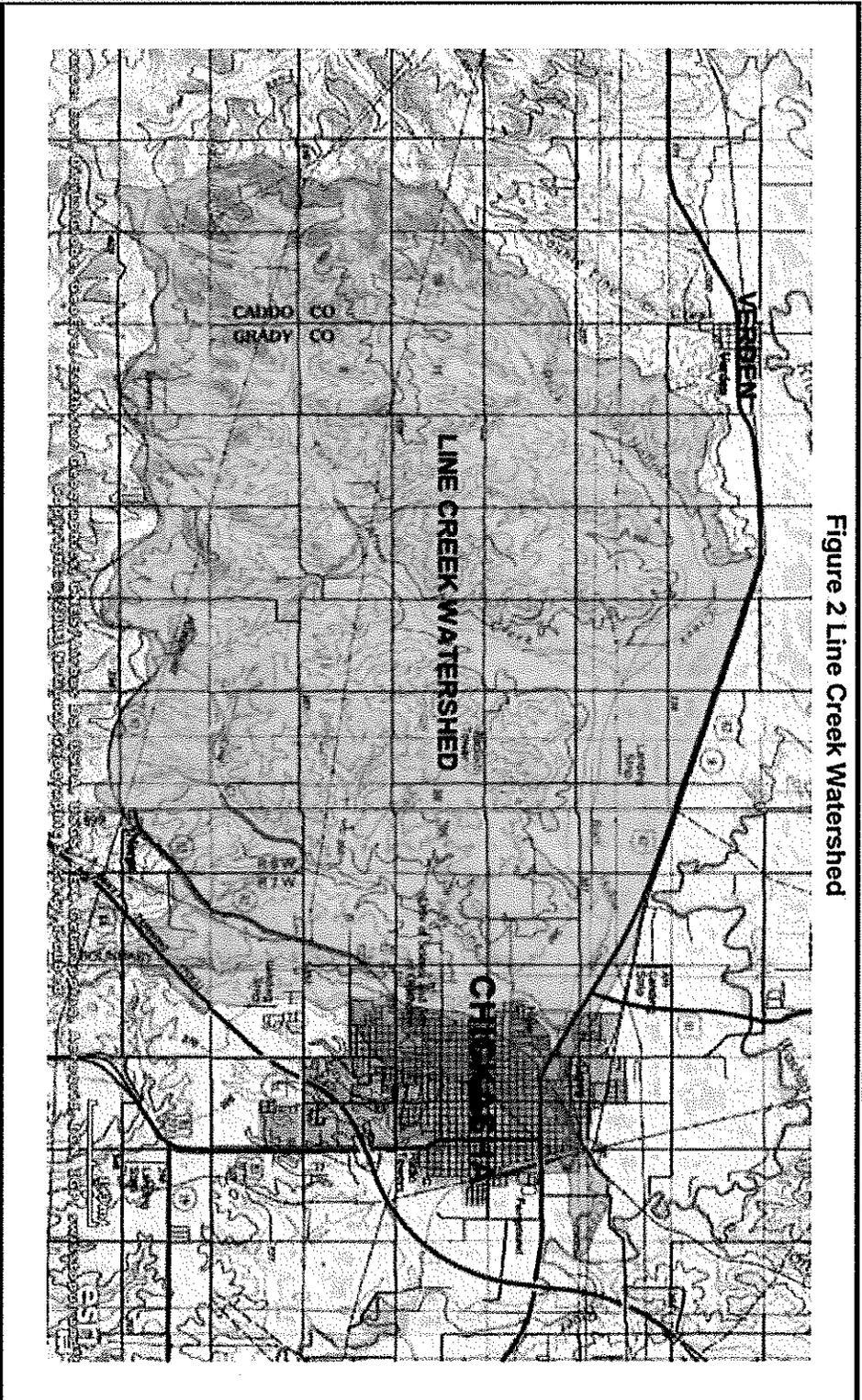
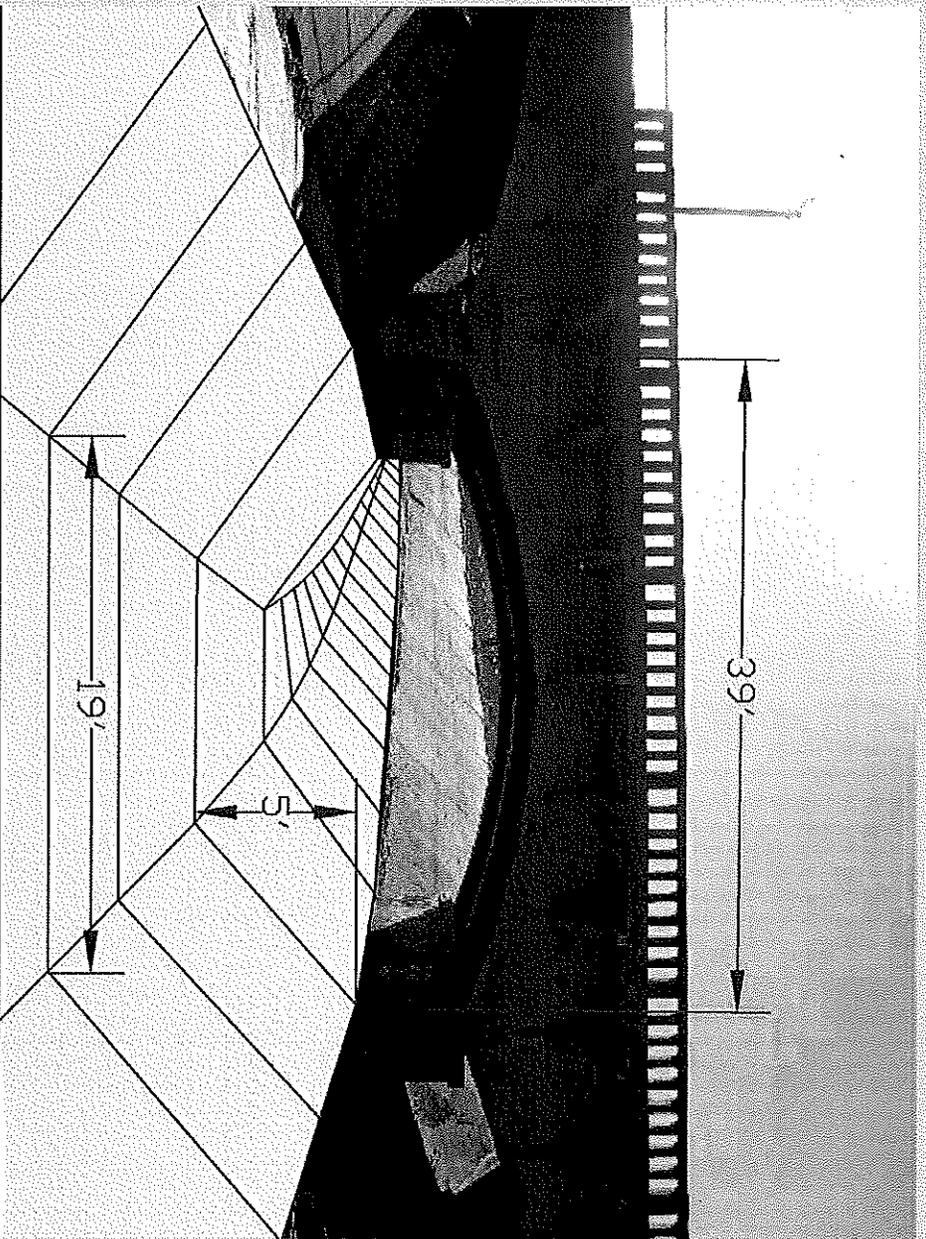
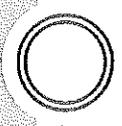


Figure 2 Line Creek Watershed



6th Street Paved Channel Modifications



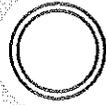
Congo Creek Report

- Smith, Roberts Engineering Consultants performed the study
- Analyzed Congo Creek from the south of Grand Avenue to the north to Tennessee Avenue
- Provides three alternatives
 - A - Has the sides of the banks stabilized with rip rap and a natural bottom, also requires the largest top width. - \$1.25 million
 - B - Is a trapezoidal shaped concrete lined channel, this would be similar to the channel the City of Chickasha recently improved behind Homeland. - \$1.48 million
 - C - Is a concrete lined channel, similar to the channel east of 4th street, which requires the smallest top width of the three options. - \$1.93 million
- **Recommend alternative is B**

Congo Creek continued

- Henderson Street to the railroad tracks
- Recommended that this section consist of a concrete-lined channel with vertical walls. Section would be six feet high and 40 feet wide.
- Estimated cost - \$318,000

How do we pay for drainage projects?

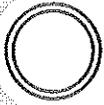


- Downtown Flood mitigation, Congo Creek and deficient inlets would cost \$16,114,000
- Current budget includes \$265,000 per year for drainage projects. That would support approximately \$3.0 million of debt
- Annual maintenance costs \$400,000 (Four-person crew, materials, vehicles, services and charges). We do not do this now at any level.
- Current budget – 46 years to do the job and minimal maintenance.

Drainage Utility Fee

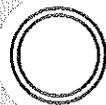
- Managing the stormwater drainage system is no different than managing the Water Plant or Wastewater Plant – Asset Management
 - Steps in Asset Management
 - Conduct asset inventory
 - Perform condition assessment
 - Prioritize improvements
 - Determine revenue requirements
 - Establish or re-set user fees
 - Implement improvements
 - Repeat the cycle

Drainage Utility Fee Benefits



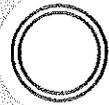
- User fees fund stormwater drainage utility that sustains the assets through dedicated funds generated in an equitable way.
- Users pay based on impervious property area.
- Fair and equitable.
- Dedicated dollars – stable and predictable.
- Costs are spread over a larger customer base.
- Can provide credits for those who practice stormwater management. Can also provide exemptions.
- Best practice. In 2012, over 1300 user fee funded stormwater utilities in 39 states and District of Columbia

Drainage Utility Fee



- National average user fee funded stormwater bill for a typical single family residence is \$4.50 per month
- More than 20 cities in Oklahoma have a stormwater drainage utility and user fee
- Range from \$3.00 to \$8.00 per month for residential property.

Establishing a Drainage Utility and Fee



- Hired Raffelis Financial Consultants in November
- Developed the drainage utility ordinance, clean water ordinance and stormwater fee calculation.
- Review capital projects, administrative, regulatory and operation and maintenance needs.

User Fee Study



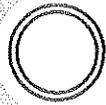
- Study alternative stormwater user fee models
- Select a model.
- Input the stormwater management program revenue requirements (budget) and parcel area assessment data into the model.
- Include credits information.
- Calculate estimated user fee.
- Typically an Equivalent Residential Unit, or ERU
- Each resident pays one ERU, commercial and other property pay based on the number of ERU's of impervious area.

Expenditures



- Operations – Four-person crew, equipment, materials and supplies - \$400,000
- Pay-As-You Go projects – Inlets, Manhole Improvements and Small-Conduit Upsize Improvements - \$330,000 – Each year
- Capital Projects – Year 1 – Stormwater Management Plan, Phase I Downtown Flood Mitigation, Phase I Congo Creek, Atwoods Drainage
- Debt Service Payment - \$533,000

User Fee Study

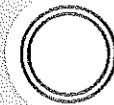


- It was determined based on a sampling of Chickasha houses that one ERU is equivalent to 2500 square feet of impervious area. An ERU is calculated to be \$7.00 per month based on the operation and maintenance costs, the cost of pay-as-you go projects and debt service payments related to the revenue bonds needed to complete the larger projects.

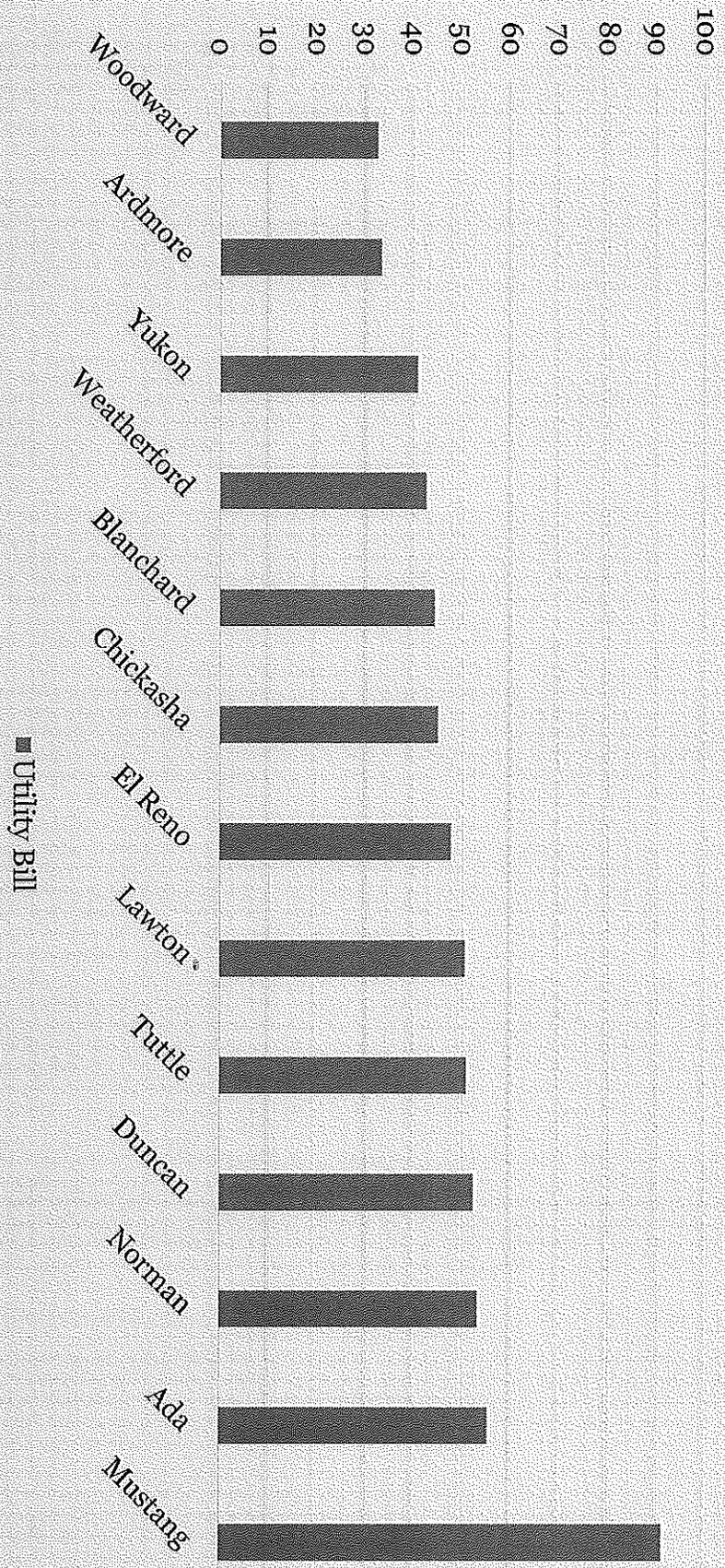
Option 2

- Reduce water and wastewater projects by \$300,000 per year
- Dedicate those funds to payoff \$300,000 of debt service related to the revenue bonds
- Reduces the debt service payment from the drainage fee to \$255,000
- Reduce the monthly rate to \$5.50. Increase in FY20 to \$6.00

Utility Bill Comparison



Residential Utility Bill – Includes Water, Sewer, and Stormwater



Option 2



FY 2016-2017 FY 2017-2018 FY 2018-2019 FY 2019-2020 FY 2020-2021

Anticipated Rates

Calculated Monthly Rate	\$ 5.52	\$ 5.42	\$ 5.27	\$ 6.01	\$ 5.83
Override Monthly Rate	\$ 5.50	\$ 5.50	\$ 5.50	\$ 6.00	\$ 6.00

Operating Fund Balance	\$ 52,901	\$ 72,220	\$ 105,811	\$ 51,775	\$ 92,684
Operating Reserve Days	25	33	47	23	40

Drainage Utility

- Conduct the public hearing
- Two ordinances and a resolution
 - Ordinance establishing the Drainage Utility
 - Ordinance establishing clean water regulations
 - Resolution establishing the fee
- Consideration in both the City Council meeting and the CMA meetings
- Consider original proposal or make a motion to amend the fee to Option 2 - \$5.50 per ERU.

residents make run offs from their homes and then have a vote for 1% fee with a sunset against the fee.

Council Member Pittman asked Mrs. Wilkins about the exceptions for the County, Schools etc.

Council Member Ashanti-Alexander said that Loretta Jackson is correct water flows E. Henderson and goes into the ditch and just sits there.

Council Member Loggins asked if we have enough education about the drainage problem she agrees it needs to be done pay now or later pay higher amount. Do we know if were doing it the right way? No business owners have been here to speak, Loggins had City Manager check business address and that fee would be \$600.00. how is the fee going to affect new businesses looking at coming to Chickasha?

Mike Sutterfield said we have to look forward for the City and do something for the drainage tonight with fee or tax. Citizens need to quit adding to the problem grass is going into the drainage after mowing.

Council Member Carpenter “pay me now or pay me later “put the vote to the people, we are smart enough to educate the citizens.

Council Member Elliott asked the cost for the studies done on the drainage.

Council Member Steelman stated that the water has improved significantly.

Council Member Pittman stated the council was elected to make these decisions.

ITEM 3.

Consent Docket: ITEM 3a through ITEM 3d.

ITEM 3a.

Consider approving the minutes of the June 6, 2016, regular meeting

Approval is requested for the minutes of the June 6, 2016 regular meeting.

Staff Recommendation: Approve minutes, and authorize filing thereof.

ITEM 3b.

Consider approving the Purchase Order List for the last half of June 2016 in the amount of \$594,554.12.

The Purchase Order List for the last half of June, 2016 in the amount of \$594,554.12 needs approval by Mayor and Council.

Staff Recommendation: Approve the Purchase Order List for the last half of June, 2016 in the amount of \$594,554.12.

ITEM 3c.

Consider re-appointments to the Chickasha Industrial Authority of the City of Chickasha.

Re-Appointments need to be made to the Chickasha Industrial Authority. The Mayor puts forward the following re-appointments:

Tim Elliot

Term to Expire: 06-30-2017

Steve LaForge

Term to Expire: 06-30-2017

Staff Recommendation: Approve re-appointments of Tim Elliot and Steve LaForge to the Chickasha Industrial Authority with terms expiring as noted.

ITEM 3d. Consider a request from the Chickasha Rodeo Foundation to conduct their annual rodeo parade on Saturday, June 25, 2016 at 4:00 P.M.

A request has been received for permission to conduct the annual Chickasha Rodeo Parade on Saturday, June 25, 2016 at 4:00 p.m.

The parade route will begin at First Street and Chickasha Avenue, proceed west on Chickasha Avenue to Sixth Street, south to Kansas Avenue, and then east returning to First Street.

They are requesting permission for the Chickasha Police Department to escort the parade. They will provide their Certificate of Insurance; and the Indemnification Agreement will be prepared for the Rodeo Foundation’s signature, once their request receives approval.

Staff Recommendation: Approve request from the Chickasha Rodeo Foundation to conduct their annual rodeo parade on Saturday, June 25, 2016 at 4:00 P.M.

Motion by Council Member Sutterfield, second by Council Member Loggins to approve the Consent Docket: ITEM 3a. through ITEM 3d.

Roll call vote:

“Ayes:” Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter and Pittman

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 4. Discussion/Approval of Items Removed from Consent Docket:

No action taken on ITEM 4.

ITEM 5. Ordinances and Resolutions:

ITEM 5a Consider approving a resolution amending the FY 15-16 Budget.

Though the Compensated Absences Fund is not over-expending its appropriation, Council controls the budget at the department level. If a department is, or may be, over-expending its specific appropriation, Council needs to do a resolution balancing the department budget. We do this by transferring the beginning fund balance in the Compensated Absences Fund to the appropriate line item.

This fiscal year has had numerous retiring employees along with several disability-retirements of employees working for the City of Chickasha. Staff is asking Mayor and Council approval of a resolution amending the Compensated Absences Fund.

Recommendation: Approve Resolution No. 2016-10R, amending the FY 15-16 Budget.

*Motion by Council Member Sutterfield second by Council Member Elliott approve Resolution 2016-10R FY 15-16 Budget. *

Roll call vote:

“Ayes:”	Steelman, Toland Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Pittman and Loggins
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 5b. Consider an Ordinance Establishing a Drainage Utility.

Due to its location along the various waterways including Congo Creek, Line Creek and the Washita River, a considerable amount of the City of Chickasha is in the floodplain or floodway. As a result, there has been a history of flooding, particularly in the downtown, along businesses and residences along Congo Creek and in the east part of Chickasha.

Oklahoma state law provides for cities the ability to establish drainage utilities. Staff and the City Council have been discussing the establishment of a drainage utility and subsequent fee since August 2015. These discussions included operations of the drainage system in addition to drainage related capital projects.

The City has identified \$16 million of drainage projects including downtown flooding, Congo Creek flooding and a collapsed drainage system under the parking lot at the Atwood’s shopping center. Within the FY2016 budget, the City does not have a dedicated crew to maintain the drainage system that is in place. In addition, there is a total of \$265,000 budgeted for drainage projects. Therefore, staff recommends the establishment of a drainage utility fee.

In November of 2015, the City Council approved a contract with Raftelis Financial Consultant to conduct a study on the establishment of a drainage utility, assist with the creation of an ordinance and to calculate the appropriate fee to cover the costs of operation and capital projects.

The reasons for the ordinance include:

- (A) Effective stormwater management should be provided to protect, to the extent practicable, the citizens of the City from the loss of life and property damage from flooding
- (B) Water quality standards mandated by state and federal law are requiring that local governments develop more detailed, advanced, and costly stormwater programs.
- (C) The construction, operation, and maintenance of stormwater conveyance systems requires long term planning and stable and adequate funding.
- (D) The City is authorized to acquire, construct, establish, enlarge, improve, extend, maintain, own, operate, and contract for the operation of Storm Drainage Programs designed to protect water quality by controlling the level of pollutants in, and the quantity and flow of, stormwater and structural and natural stormwater and drainage systems of all types.
- (E) The establishment of a Storm Drainage Utility that would be accounted for as a separate enterprise fund and would facilitate the provision of a Storm Drainage Program is reasonable and in the public interest.
- (F) The City is authorized to establish and revise, from time to time, a schedule of rates and charges to fund the Storm Drainage Program activities including both structural and natural stormwater conveyance and Drainage System services provided by the Storm Drainage Utility.

The ordinance also allows for the establishment of a fee, exemptions to the fee, a credit program and a discount program.

Staff Recommendation: Approve the ordinance.

Council Member Carpenter stated he hasn't received Emails, or calls to approve the drainage fee.

Council Member Ashanti-Alexander said we should put it to the people.

*Motion by Council Member Toland, second by Council Member Sutterfield to approve Ordinance #2016-12, Motion by Council Member Toland to amend his motion, second by Council Member Sutterfield to Amend motion to August 1, 2016 approve Ordinance #2016-12. *

Roll call vote:

"Ayes:" Toland, Ross Sutterfield, Pittman, Loggins and Steelman,

"Nays:" Elliott, Ashanti-Alexander and Carpenter

"Abstain:" None

Motion carried. 6-3

**ITEM 5c. Consideration and discussion of a Resolution
Establishing a Drainage Utility Fee.**

Due to its location along the various waterways including Congo Creek, Line Creek and the Washita River, a considerable amount of the City of Chickasha is in the floodplain or floodway. As a result, there has been a history of flooding, particularly in the downtown, along businesses and residences along Congo Creek and in the east part of Chickasha.

Oklahoma state law provides for cities the ability to establish drainage utilities. Staff and the City Council have been discussing the establishment of a drainage utility and subsequent fee since August 2015. These discussions included operations of the drainage system in addition to drainage related capital projects.

The City has identified \$16 million of drainage projects including downtown flooding, Congo Creek flooding and a collapsed drainage system under the parking lot at the Atwood's shopping center. Within the FY2016 budget, the City does not have a dedicated crew to maintain the drainage system that is in place. In addition, there is a total of \$265,000 budgeted for drainage projects. Therefore, staff recommends the establishment of a drainage utility fee to cover the expenses relation to the maintenance and operations of the utility and fund the projects identified to mitigate flooding throughout Chickasha.

Drainage utilities do not have the ability to measure "usage" through a meter like a water utility. What causes water runoff is impervious area, so impervious area is commonly used by cities in the methodology to establish a fee. Impervious area includes roof tops, sidewalks, driveways, patios, etc. The City's consultants using Google Earth and records from the County assessor's office looked at all the property in Chickasha. They measured the impervious area of a sample of residential property to determine an average. This average is called an Equivalent Residential Unit, or ERU. The average impervious area for a residential unit in Chickasha was calculated to be 2500 square feet. So one (1) ERU is 2500 square feet. For billing purposes every residential property in Chickasha will be billed one (1) ERU per month. For commercial and institutional property, these will be billed one (1) ERU for each 2500 square feet of impervious area.

The City's consultant has identified and measured all the impervious area in Chickasha. The City worked with the consultant to identify the staff, supplies and equipment needed to maintain the City's drainage system, and the first phase of major capital projects to be completed as identified above. A budget was formulated using this information. Then the budget number was divided by the total amount of impervious area. This yielded the calculation per ERU needed to support the program.

Chickasha City Council Meeting 06-20-2016

TIME: 5:30

	FY 2016-2017	FY 2017-2018	FY 2018-2019	FY 2019-2020	FY 2020-2021
Revenue Requirements					
Operations	\$ 813,490	\$ 829,760	\$ 846,355	\$ 863,282	\$ 880,548
Overhead	-	-	-	-	-
PAYGO Capital	-	-	-	-	-
Debt Service	533,711	533,711	533,711	735,151	735,151
<i>Total Revenue Requirements</i>	<i>\$ 1,347,201</i>	<i>\$ 1,363,471</i>	<i>\$ 1,380,066</i>	<i>\$ 1,598,433</i>	<i>\$ 1,615,698</i>
<i>Reserves/Credit Program Adjustment</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>	<i>100,000</i>
Anticipated Revenue					
Total Rate Base (Units)	20,445	20,854	21,271	21,696	22,130
Expected Collection	85%	86%	88%	90%	92%
Calculated Monthly Rate	\$ 6.94	\$ 6.80	\$ 6.59	\$ 7.25	\$ 7.02
Override Monthly Rate	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00	\$ 7.00
Annual SCM Credit Impact	\$ 23,923	\$ 24,402	\$ 24,890	\$ 25,387	\$ 25,895
Annual Hardship Discount	\$ 23,400	\$ 23,400	\$ 23,400	\$ 23,400	\$ 23,400
Annual Education Credit Impact	\$ 26,544	\$ 27,075	\$ 27,616	\$ 28,169	\$ 28,732
<i>Annual Anticipated Revenue</i>	<i>\$ 1,385,906</i>	<i>\$ 1,431,609</i>	<i>\$ 1,496,445</i>	<i>\$ 1,563,291</i>	<i>\$ 1,632,204</i>
Operating Fund Balance	\$ 38,705	\$ 68,139	\$ 116,379	\$ (35,141)	\$ 16,506
Capital Fund Balance	\$ 3,931,475	\$ 1,951,200	\$ 472,199	\$ 1,393,198	\$ (728,304)
Operating Reserve Days	17	30	50	(15)	7
Debt Service Coverage	1.07	1.13	1.22	0.95	1.02

You can see over the five-year period that the calculated monthly rate fluctuates below and above the \$7.00 range. \$7.00 is the recommended rate so that it remains flat during this period. Also, notice that this does not create a large fund balance. This is a zero-based budget and the revenue generated covers only the cost of service and drainage projects identified.

There are several exemptions and discounts, or credits. Property in Chickasha owned by the City of Chickasha, Grady County, the Chickasha Public Schools and USAO will be exempted from the fee. Seniors citizens and residents with disabilities who meet certain income guidelines can apply for a \$3.00 per month discount. Non-residential property owners who have water detention infrastructure on their property can apply for a credit on their bill for up to 40% of the fee.

Staff Recommendation: Approve the Resolution.

*Motion by Council Member Toland, second by Council Member Sutterfield to approve Resolution #2016-11R. *

Roll call vote:

“Ayes:” Ross Sutterfield, Pittman, Loggins, Steelman and Toland

“Nays:” Elliott, Ashanti-Alexander and Carpenter

“Abstain:” None

Motion carried. 6-3

ITEM 5d. Consideration and discussion of an Ordinance Establishing Stormwater Quality and Regulating Discharges into Stormwater.

Due to its location along the various waterways including Congo Creek, Line Creek and the Washita River, a considerable amount of the City of Chickasha is in the floodplain or floodway. As a result, there has been a history of flooding, particularly in the downtown, along businesses and residences along Congo Creek and in the east part of Chickasha.

Oklahoma state law provides for cities the ability to establish drainage utilities. Staff and the City Council have been discussing the establishment of a drainage utility and subsequent fee since August 2015. These discussions included operations of the drainage system in addition to drainage related capital projects.

Further, at some point in the near future, The City of Chickasha will be required to manage stormwater quality and the regulation of discharges into the stormwater system, the proposed ordinance establishes these rules and regulations and provides a tool for staff to manage illegal discharge into the stormwater system and manage stormwater quality for the benefit of its citizens.

Staff Recommendation: Approve the ordinance.

*Motion by Council Member Sutterfield, second by Council Member Loggins to approve Ordinance #2016-13. *

Roll call vote:

“Ayes:” Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Pittman, Loggins, Steelman, Toland and Ross

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 5e. Consider approving a resolution adopting the Budget for FY 2016-2017.

Council has previously received a copy of the FY 2016-17 Budget for review, and has held two work sessions to discuss the future budget on April 11 and May 9, 2016. The Public Hearing was conducted at the June 6, 2013, Council meeting, including several

public comments regarding the proposed drainage utility and accompanying stormwater fee.

The General Fund budget is balanced and has been brought into conformance with Council direction including the use of other funds for eligible expenditures (Capital Projects Fund, EMS Fund) and reducing the reliance on transfers from the Chickasha Municipal Authority. The Chickasha Municipal Authority budget includes those funds necessary to operate the Authority's various utilities including the establishment of a new Drainage Utility. All budgets include capital projects and equipment totaling \$18 million.

All other fund budgets are included as originally proposed.

Staff Recommendation: Approve Res. No. 2016-9R, accepting the previous changes to the Preliminary Budget as discussed at the May 9, 2016 work session and presented at the June 6 Public Hearing.

*Motion by Council Member Sutterfield, second by Council Member Loggins to approve Resolution #2016-9R. *

Roll call vote:

"Ayes:"	Elliott, Ashanti-Alexander, Carpenter, Pittman, Loggins, Steelman, Toland, Ross and Sutterfield
"Nays:"	None
"Abstain:"	None
Motion carried.	9-0

ITEM 5f. Discussion, consideration and possible action to enter into an agreement between the City of Chickasha and Lauren Pettit for the performance of services as Main Street Coordinator, and authorize Mayor to execute the same.

On November 18, 2015 the City hosted a community forum at the Washita Theater regarding the Main Street Associates program sponsored by the Oklahoma Department of Commerce. Linda Barnett from the ODC Main Street program spoke about the Associates program including the requirements and benefits. One of the requirements is that there be at least a paid part time professional position to support the Main Street Association and its board.

At the January 12, 2016 Chickasha Industrial Authority meeting, the CIA voted to amend the FY16 budget to include funding of the position. Following an interview process, the city manager has selected Lauren Pettit for the position. Due to the unique nature of this position, it is recommended that the position be contracted rather than a City employee. The primary reasons for this recommendation is that the position will have unusual hours including night time meetings and weekends in order to accomplish the work. The

position will also have considerable autonomy and perform considerable work away from City offices.

Lauren Pettit has been performing the duties as Main Street Coordinator in a satisfactory manner since April 1, 2016. Staff recommends that the contract be renewed for a full year.

Funding for this position is provided from Hotel/Motel taxes from the Chickasha Industrial Authority budget. The contract will be through June 30, 2017.

Staff Recommendation: Staff recommends approving the agreement authorizing the Mayor to execute contract.

*Motion by Council Member Sutterfield, second by Council Member Steelman to enter into agreement between the City of Chickasha and Lauren Pettit. *

Roll call vote:

“Ayes:”	Ashanti-Alexander, Carpenter, Pittman, Loggins, Steelman, Toland, Ross, Sutterfield and Elliott
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 6.

Consideration and Discussion:

ITEM 6a.

Discussion, consideration, and possible action to approve the amendment to employment agreement between the City of Chickasha, the Chickasha Municipal Authority, and Alan Guard as city Manager and authorize the Mayor to execute the same.

The City Council met in Executive Session to discuss the city manager’s performance on April 4, 2016, April 18, 2016 and May 2, 2016. On May 2, 2016 upon reconvening from executive session, a motion was made by Council Member Toland and seconded by Council Member Steelman to retain Alan Guard as City Manager and provide him with a 4% raise effective January 1, 2017. The motion passed 8-1.

This agenda item formalizes that vote by amending the City Manager’s contract.

Staff Recommendation: Approve the contract amendment with the City Manager.

*Motion by Council Member Sutterfield, second by Council Member Ashanti-Alexander to approve the amendment the employment agreement between the City of Chickasha, the Chickasha Municipal Authority, and Alan Guard as City Manager. *

Roll call vote:

“Ayes:” Pittman, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott and Ashanti-Alexander
“Nays:” Carpenter
“Abstain:” None
Motion carried. 8-1

ITEM 6b. Consideration and discussion of Post-Employment Health Insurance Plan.

Hiring and retaining quality employees is a primary concern of most organizations. An important consideration for most employees is health insurance. Providing a post-employment health insurance benefit can provide the City of Chickasha a competitive advantage for retaining good employees. Staff recommends a new benefit that would allow employees who retire access to employee-only health insurance on the City’s plan at the same monthly premium rate as an active employee for one month for each year of services for up to 24 months or age 65.

The new policy would state:

Upon retirement from the City, if an employee elects to remain on the City’s health plan, the City will allow the employee to continue to pay the same premium rate for Employee only coverage equal to the full cost of coverage for current employees for a period equivalent to one month for each year of services up to a maximum of twenty-four (24) months of premiums or until the employee reaches the age of sixty-five (65) whichever comes first.

Management has also been negotiating this benefit with the unions as a means to receive other concessions regarding health insurance.

Staff Recommendation: Approve the policy.

Council Member Toland asked if it was a max of 2 years and employee only.

*Motion by Council Member Sutterfield second by Council Member Elliott to approve the Post-Employee Health Insurance Plan. *

Roll call vote:

“Ayes:” Pittman, Loggins, Steelman, Toland, Ross, Sutterfield, Elliott Ashanti-Alexander and Carpenter
“Nays:” None
“Abstain:” None
Motion carried. 9-0

ITEM 6c. Consider accepting a proposal from Embodiment Fitness to provide Wellness Program Coordination services.

City staff has been developing a Wellness program for City employees with the assistance of Elip Moore, founder and owner of Embodiment Fitness. Mr. Moore has been trained at the Cooper Institute and is certified as a Wellness Director and personal trainer. As part of the agreement, he will provide 10 hours per week facilitating the City's program and working directly with employees as we attempt to improve the overall health and wellness of the organization. The proposed fee is \$300 per week. Funding is available in the Combined Insurance Fund.

Staff Recommendation: Accept the approval.

*Motion by Council Member Toland second by Council Member Elliott to accept a proposal from Embodiment fitness. *

Roll call vote:

"Ayes:"	Loggins, Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander Carpenter and Pittman
"Nays:"	None
"Abstain:"	None
Motion carried.	9-0

ITEM 6d. Consider authorizing emergency repairs to the signal lights at 4th and Chickasha and 29th and Choctaw.

We have been having problems with the intersection at 4th and Chickasha for several months. It is now to the point it will not reset and all the wiring needs to be replaced. Traffic Signals Inc. has given us an estimate of \$6,500.00 to \$7,500.00.

The camera system at 29th and Choctaw is out. Traffic Signals tells us it is outdated and can't be repaired, it will need to be replaced to keep traffic flowing. The estimate on this project is \$20,000.00.

Staff Recommendation: Declare an emergency and authorize Traffic Signals Inc. to proceed with the repairs.

Council Member Carpenter asked if it's a State Highway, Guard stated that the City of Chickasha does all maintenance on the lights.

*Motion by Council Member Sutterfield second by Council Member Elliott to authorizing emergency repairs to the signal lights at 4th and Chickasha and 29th and Choctaw. *

TIME: 5:30

Roll call vote:

“Ayes:” Steelman, Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter Pittman and Loggins

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 6e. Consider approving memorandums of understanding with both the IAFF and FOP to extend the FY 16 contract into FY 17, except for wages, until the new agreements are reached.

Since the final agreements have not yet been reached, MOU’s is needed to establish what rules we are operating under until the FY 17 agreements are reached. The MOU states that all items are the same as in FY 16, but that no increases in wages are approved, including steps, COLA, or market changes.

Any FY 17 agreement will be retroactive to July 1, 2016.

Staff Recommendation: Approve the memorandums of understanding with both the IAFF and FOP to extend the FY 16 contract into FY 17, except for wages, until the new agreements are reached.

*Motion by Council Member Carpenter second by Council Member Loggins to approve memorandums of understanding with both IAFF and FOP to extend the FY 16 contract in FY 17, except for wages, until the new agreements are reached. *

Roll call vote:

“Ayes:” Toland, Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter Pittman, Loggins and Steelman

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 6f. Discuss and consider approving the Chickasha Airport Industrial Park plat located on Airport Road

The applicant and owner, Chickasha Industrial Authority, is requesting a resub division for the Chickasha Airport Industrial Park, originally platted as one lot, now proposing 20 lots on 236 acres. 11 lots are 88.33 acres and 9 lots are 110.39 acres.

The plat establishes provisions for public utilities, and other needs, to ensure the development and maintenance of a healthy, attractive and efficient community that provides for the conservation and protection of its human and natural resources.

Whenever an easement or other element is dedicated, the action of the Planning Commission shall be forwarded to the City Council for its approval and acceptance of dedications.

Planning Commission reviewed the resub division request at the June 14, 2016 meeting and recommends approval.

Staff Recommendation: Staff recommends approval of the Chickasha Airport Industrial Park resub division.

Council Member Carpenter asked why? Need legal description.

*Motion by Council Member Sutterfield second by Council Member Elliott to approve the Chickasha Airport Industrial Park plat located on Airport road. *

Roll call vote:

“Ayes:”	Ross, Sutterfield, Elliott, Ashanti-Alexander, Carpenter Pittman, Loggins, Steelman and Toland
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 7.

Bid openings and Awards:

ITEM 7a.

Consider awarding Bid #2016-054 to Rudy Construction of Oklahoma City for US 81 Roadway and Signal Modification.

On June 1, 2016 sealed bids for project 2016-054 (US 81 Roadway and Signal Modification) were opened.

Two companies submitted bids for this project:

- Rudy Construction
- MTZ Construction

The results of those bids are as follows:

- Rudy Construction - \$1,047,990.85
- MTZ Construction - \$1,210,546.62

After careful review of each bid, the low bid by Rudy Construction seems to be the best choice. This company has done work for the City before on different occasions.

This project includes the southbound left turn lane off Highway 81 into the Shoppes at Chisholm Trail. Funding has been budgeted in the Economic Development Sales Tax Fund.

Staff Recommendation: Award bid 2016-054 to Rudy Construction of Oklahoma City in the amount of \$1,047,990.85.

*Motion by Council Member Sutterfield, second by Council Member Loggins to award bid 2016-054 to Rudy Construction. *

Roll call vote:

“Ayes:”	Sutterfield, Elliott, Ashanti-Alexander, Carpenter, Pittman Loggins, Steelman, Toland and Ross
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 7b. Consider awarding bid for Commonly Used Items – Rock/Sand etc.

Each year staff bids commonly used items -- rock/sand etc. on a year basis. Staff wishes to award bid to lowest bid on each item.

Staff Recommendation: Award bid to the lowest bidder on each item.

*Motion by Council Member Elliott, second by Council Member Carpenter to award bid Commonly used items-rock/sand ect2016-054 to Rudy Construction. *

Roll call vote:

“Ayes:”	Elliott, Ashanti-Alexander, Carpenter, Pittman Loggins, Steelman, Toland, Ross and Sutterfield
“Nays:”	None
“Abstain:”	None
Motion carried.	9-0

ITEM 7c. Consider awarding bid for annual Water / Wastewater Line Utility Materials – Bid 2016-051.

Council authorized Staff to solicit bids for Water Wastewater Line Utility Materials at the April 6, 2016 Council meeting. As the results of those solicitations, the following vendors submitted their bids:

- ETNA Supply
- HD Supply
- Oklahoma Contractors Supply
- Pioneer Supply
- Ferguson Waterworks

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TIME: 5:30

Staff reviewed the bids submitted and recommends awarding the bid to lowest vendors with availability, for the items that meet specifications.

The Water Utility Materials Award book will be available in the Public Works Directors office for your review and information.

Staff Recommendation: Award bid 2016-051 – Water / Wastewater Line Utility Materials as contained in the Water Line Utility Materials award book.

*Motion by Council Member Ashanti-Alexander, second by Council Member Carpenter to award bid #2016-051. *

Roll call vote:

“Ayes:” Ashanti-Alexander, Carpenter, Pittman Loggins, Steelman, Toland, Ross, Sutterfield and Elliott

“Nays:” None

“Abstain:” None

Motion carried. 9-0

ITEM 9. Motion to Adjourn.

No further business Mayor Ross called the meeting adjourned.

TIME: 7:15 P.M

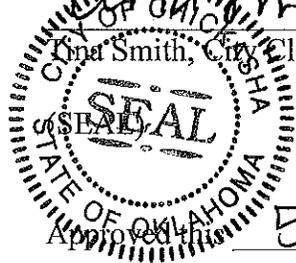
Handwritten marks: a checkmark and the letter 'n'

Hank Ross, Mayor

ATTEST:

Handwritten signature of Dana Smith

Dana Smith, City Clerk



Approved this 5th day of July, 2016.