

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
June 20, 2022 AT 6:00 P.M.
COMMISSION CHAMBERS AT CITY HALL
16 WEST 9TH STREET
SHAWNEE, OKLAHOMA

Official action can only be taken on items which appear on the agenda. The public body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the public body may refer the matter to Staff or back to Committee or the recommending body. Under certain circumstances, items are deferred to a future date or stricken from the agenda entirely.

CALL TO ORDER

DECLARATION OF A QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the June 6, 2022 regular meeting.
2. Consideration of approval of the Shawnee Municipal Authority budget for Fiscal Year 2022-2023.
3. Consideration of a resolution adopting the budget for the Shawnee Municipal Authority for the period of July 1, 2022 through June 30, 2023 finding all things requisite and necessary have been done in preparation and presentation of budget.
4. New Business

(Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)
5. Adjournment

Respectfully submitted,

Lisa Lasyone, CMC, City Clerk

The City of Shawnee encourages participation from its citizens in public meetings. If participation is not possible due to a disability, notify the City Clerk, in writing, at least forty-eight hours prior to the scheduled meeting and necessary accommodations will be made. (ADA 28 CFR/36)

Shawnee Municipal Authority

1. a.

Meeting Date: 06/20/2022

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the June 6, 2022 regular meeting.

Fiscal Impact

Attachments

Minutes

THE TRUSTEES OF THE SHAWNEE MUNICIPAL AUTHORITY OF THE CITY OF SHAWNEE, COUNTY OF POTTAWATOMIE, STATE OF OKLAHOMA, MET IN REGULAR SCHEDULED SESSION, MONDAY, JUNE 6, 2022, DURING THE BOARD OF CITY COMMISSIONER MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 6:55 P.M. ON JUNE 2, 2022. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

PRESENT: Matthews, Engles, Flood, Bolt, Rutherford, Sehorn, Salter

ABSENT: None

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1:

Consider approval of Consent Agenda:

- a. Minutes from the May 16, 2022 regular meeting.
- b. Acknowledge Water Tank Maintenance Contracts with Suez also known as Utility Service Company, Inc. for the following water tower locations for Fiscal Year 2022-2023:
 - 1) Airport Tank \$28,613.64
 - 2) Edwards Street Tank \$22,609.60
 - 3) Park Street Tank \$22,609.60
 - 4) Water Plant Tank \$11,559.12
 - 5) Wolverine Tank \$22,459.92

A motion was made by Trustee Matthews, seconded by Trustee Rutherford, to approve Consent Agenda Item Nos. 1(a-b). Motion carried 7-0.

AYE: Matthews, Rutherford, Sehorn, Salter, Engles, Flood, Bolt

NAY: None

AGENDA ITEM NO. 2:

Public hearing for the Shawnee Municipal Authority Proposed Budget for Fiscal Year 2022-2023.

Brad Schmidt, Public Works Director, provided a brief presentation of the Shawnee Municipal Authority Proposed Budget for Fiscal Year 2022-2023.

Chairman Bolt declared a public hearing in session to consider the Fiscal Year 2022-2023 budget. No one appeared in favor or against the proposed budget. The public hearing was closed.

AGENDA ITEM NO. 3:

New Business (Any matter not known, or which could not have been reasonably foreseen prior to the posting of the agenda)

There was no New Business.

AGENDA ITEM NO. 4:

Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (9:20 p.m.)

ATTEST:

ED BOLT, CHAIRMAN

KACIE ECK, CMC
SENIOR DEPUTY CITY CLERK

Shawnee Municipal Authority

2.

Meeting Date: 06/20/2022

Budget

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of approval of the Shawnee Municipal Authority budget for Fiscal Year 2022-2023.

Fiscal Impact

Attachments

Memo

Interactive Budget



Finance

16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: June 16, 2022
To: Shawnee Municipal Authority
From: Jacob Bussell, Assistant Finance Director
Subject: Consideration of Approval of Resolution to Adopt the Fiscal Year 2022-2023 Budget

Background: On May 16, 2022, the proposed Fiscal Year 2022-2023 Budget was presented to the City Board of Commissioners, and the budget was made available for review on the City of Shawnee website and at City Hall. On June 6, 2022, the proposed Fiscal Year 2022-2023 Budget was presented, and a formal public hearing was held.

In accordance with Title 11 of the Oklahoma Statutes, Chapter 1, Section 17, this agenda item is for consideration of a resolution to adopt the Fiscal Year 2022-2023 Budget.

Financial Impact: N/A.

Attachment: Resolution.

Staff Recommendation: Approval of resolution.

How to Navigate the City of Shawnee's Online Budget Book

This year, the City of Shawnee is again using OpenGov, which allows for an interactive experience with the City's budget, offering review by fund, by department, and by division, as well as a summary overview. Included in this guide is helpful information on how to navigate Shawnee's online budget book most easily.

It is important to note that OpenGov works best with Google Chrome.

The link below will take you to the City of Shawnee Online Budget Book.

<https://stories.opengov.com/shawneeok/published/82vLZCw50>

The online Budget Book opens to the Table of Contents. This page contains all of the links to look at the budget - in summary, by fund, or by division. Simply click on the desired hyperlink and the information will populate in a new window. Also included are links to information on the City Commission as well as the City Manager's budget message.

City of Shawnee Proposed Budget Fiscal Year 2022 - 2023 		
Introduction City Vision and Mission City Commission City Manager's Message Budget Summary Part 1 Budget Summary Part 2	Budget by Department/Division City Manager City Manager City Attorney Tourism Finance Finance Information Technology Information Technology City Clerk Municipal Court City Clerk Utility Billing Human Resources Human Resources Community Development Planning CDBG Administration Police Police Administration Police Patrol Criminal Investigations Division Animal Welfare Dispatch Emergency Management Fire Fire Administration Fire Suppression Fire Training Engineering Engineering	Budget by Department/Division continued Public Works Streets Traffic Control Parks Cemetery Pool Municipal Auditorium Community Center Senior Center Library Utility Administration Lake Operations Water Production Water Distribution North Sewer Treatment Plant South Sewer Treatment Plant Sewer Collection Building Maintenance Airport Airport Non-Departmental Expo Operations Debt Service Transfers Out Economic Development Sister Cities Workers' Compensation

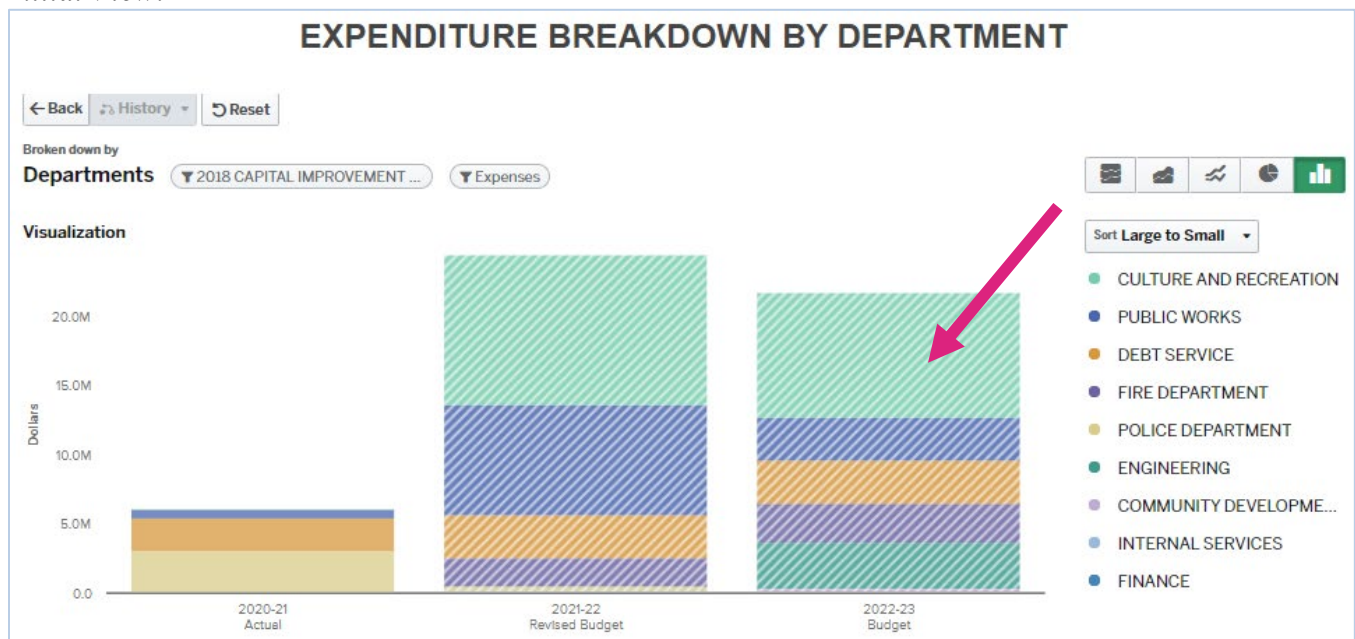
OpenGov comes with many features and additional hyperlinks are contained within the various Fund and Division pages.

In general, Fund pages show all Divisions that receive associated revenues:

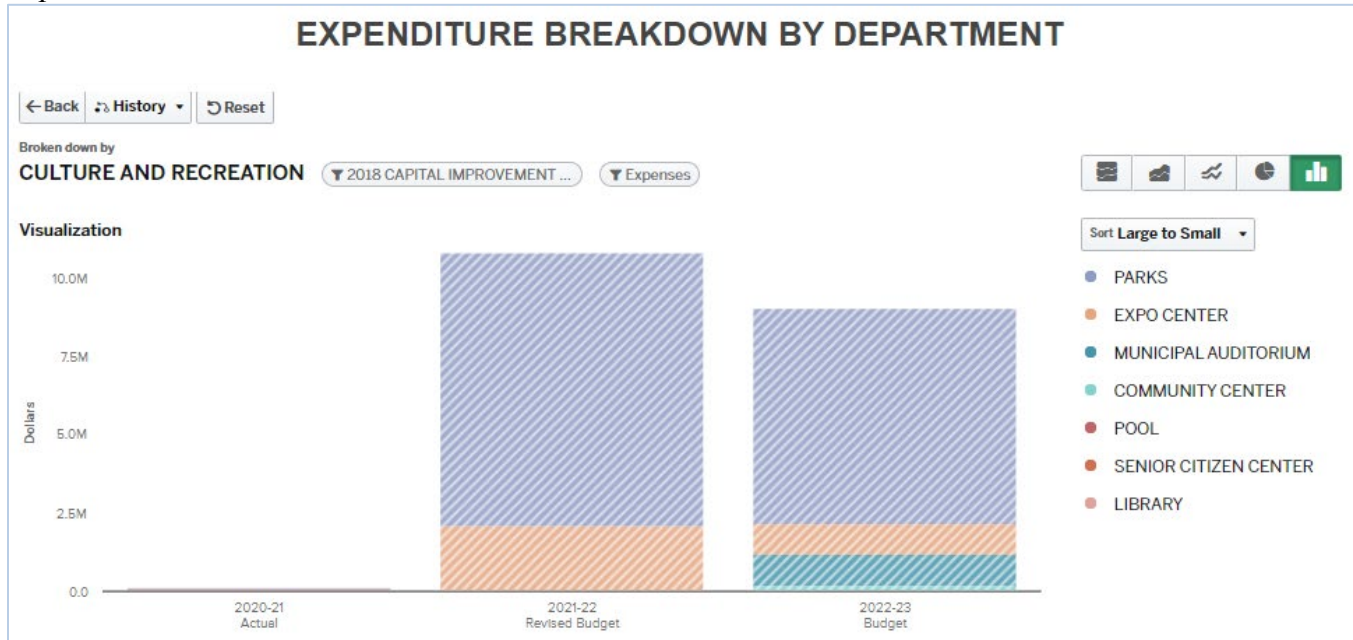


Within each page, certain graphs are dynamic and can be used to drill-down to more detailed information. For example, the 2018 Capital Improvement Fund “Expenditure Breakdown by Department” allows for the review of certain divisions, which is done by clicking on the portion of the graph which is of interest.

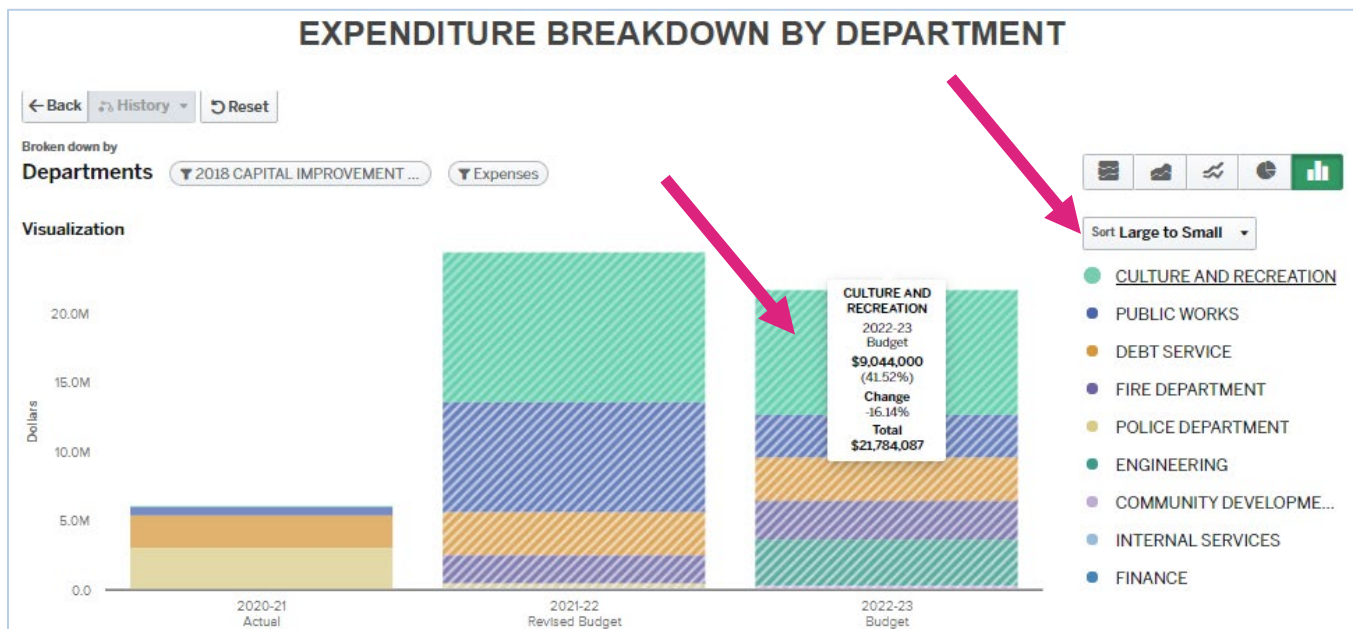
Initial View:



Department Level:



Hovering over a portion of a bar graph will also show the amount of a particular item.

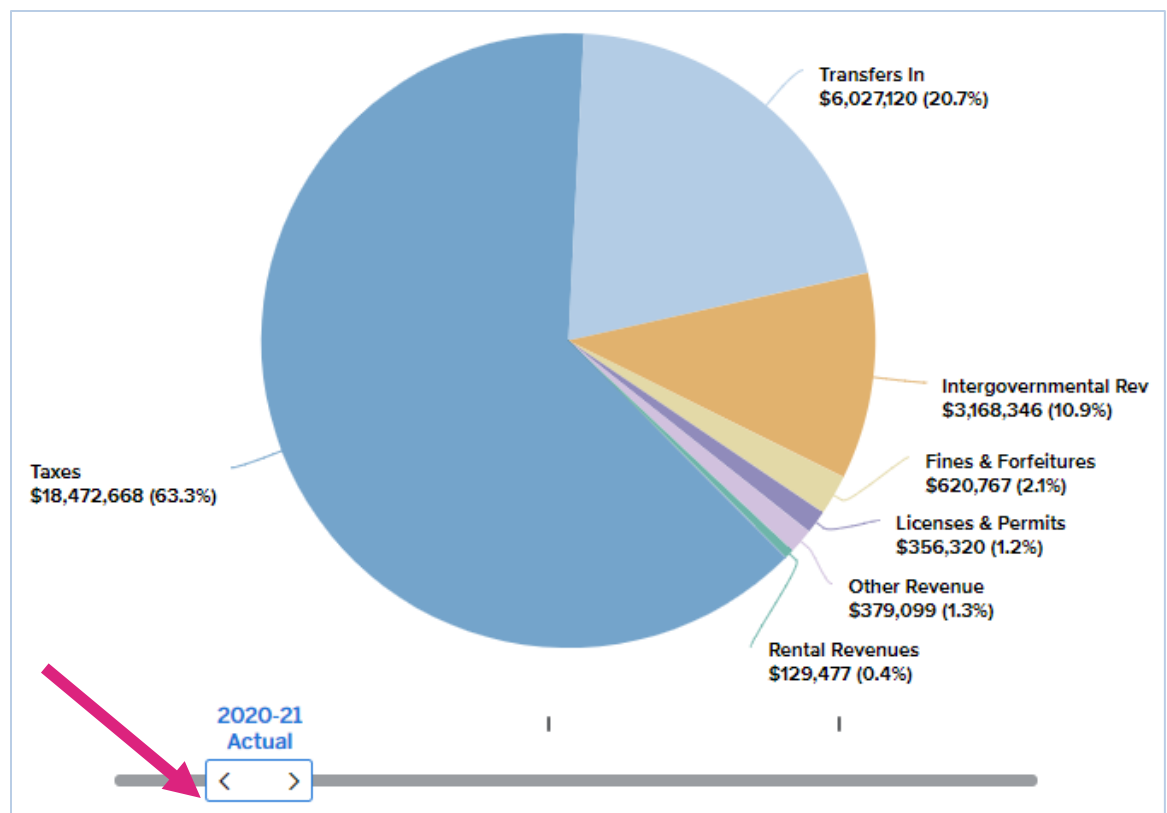
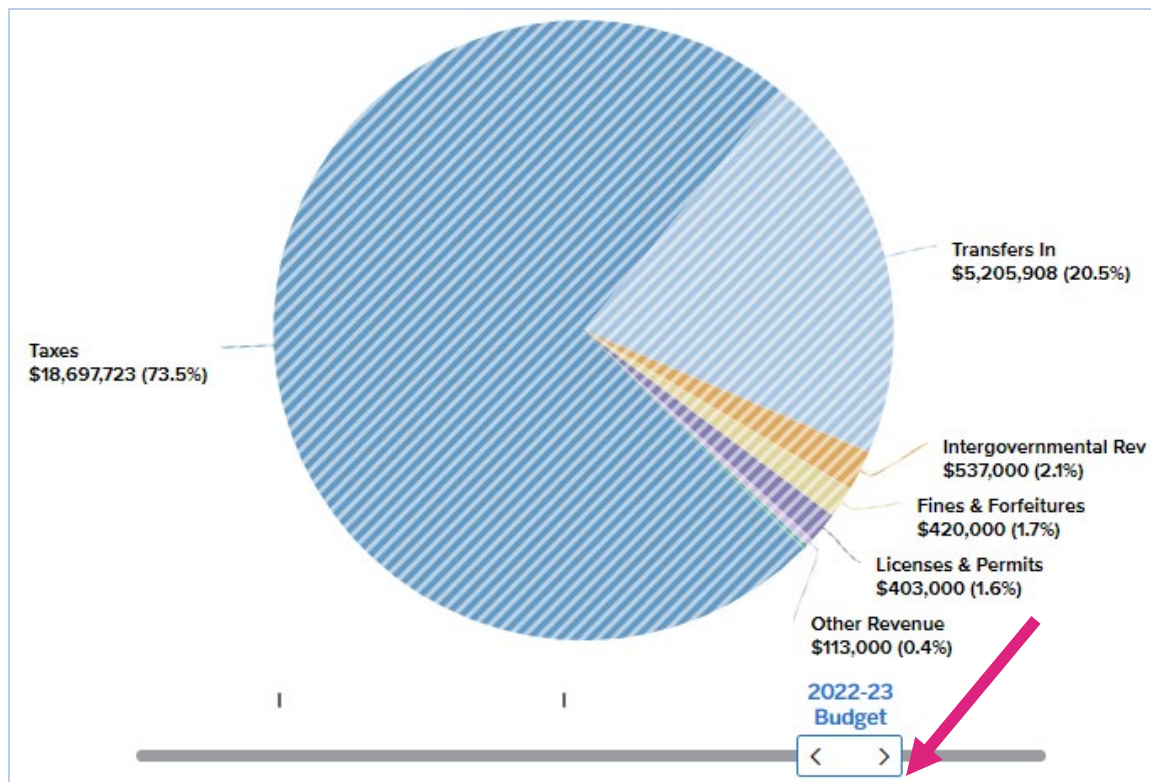


The graphs may also be sorted four different ways:

- A to Z
- Chart of Accounts
- Smallest to Largest
- Largest to Smallest

To use this feature, simply use the “Sort” dropdown on the top right-hand corner of the graph.

Additional functionality is provided within the pie charts that have a slider bar. This slider can be set to a prior year for comparison purposes.



Thank you so much for interest in the Fiscal Year 2022-2023 Budget for the City of Shawnee, Oklahoma.

Shawnee Municipal Authority

3.

Meeting Date: 06/20/2022

Resolution

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a resolution adopting the budget for the Shawnee Municipal Authority for the period of July 1, 2022 through June 30, 2023 finding all things requisite and necessary have been done in preparation and presentation of budget.

Fiscal Impact

Attachments

Memo

Resolution



Finance

16 W. 9th St.
Shawnee, OK 74801
ShawneeOK.org

Date: June 16, 2022
To: Shawnee Municipal Authority
From: Jacob Bussell, Assistant Finance Director
Subject: Consideration of Approval of Resolution to Adopt the Fiscal Year 2022-2023 Budget

Background: On May 16, 2022, the proposed Fiscal Year 2022-2023 Budget was presented to the City Board of Commissioners, and the budget was made available for review on the City of Shawnee website and at City Hall. On June 6, 2022, the proposed Fiscal Year 2022-2023 Budget was presented, and a formal public hearing was held.

In accordance with Title 11 of the Oklahoma Statutes, Chapter 1, Section 17, this agenda item is for consideration of a resolution to adopt the Fiscal Year 2022-2023 Budget.

Financial Impact: N/A.

Attachment: Resolution.

Staff Recommendation: Approval of resolution.

RESOLUTION NO. SMA-2022-____

A RESOLUTION APPROVING AND ADOPTING THE BUDGET FOR SHAWNEE MUNICIPAL AUTHORITY, OKLAHOMA FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023 FINDING ALL THINGS REQUISITE AND NECESSARY HAVE BEEN DONE IN PREPARATION AND PRESENTATION OF SAID BUDGET.

WHEREAS, the Charter of the City of Shawnee, Oklahoma, and statutes of the State of Oklahoma, require that an annual budget be prepared and presented to the City Commission of the City of Shawnee, Oklahoma, prior to the beginning of the fiscal year of said City, and that a public hearing be held thereon prior to the adoption of said budget; and

WHEREAS, the budget for the fiscal year July 1, 2022 through June 30, 2023, has heretofore been presented to the City Commission and due deliberation had thereon, and a public hearing having been held as required by Charter and/or statute, and all comments and objections have been considered; and a public hearing was held June 6, 2022 at City Hall Commission Chambers at 16 West 9th Street, Shawnee, Oklahoma.

WHEREAS, the following is a summary of the anticipated sources of revenue, and of the amounts appropriated, to wit:

501 SHAWNEE MUNICIPAL AUTHORITY \$36,819,600

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSIONERS OF THE CITY OF SHAWNEE, OKLAHOMA:

THAT the budget for the SHAWNEE MUNICIPAL AUTHORITY, Oklahoma, now before the said City Commission for consideration, as herein above summarized, a complete copy of which is on file with the City Clerk, be, and the same is hereby adopted as the budget for the said City of Shawnee, Oklahoma, for the period of July 1, 2022 through June 30, 2023.

BE IT FURTHER RESOLVED that the said City Commission finds, determines, and declares that all things requisite and necessary to the presentation and adoption of said budget have been performed as required by Charter and/or statute.

Passed and approved this 20th day of June, 2022

CITY OF SHAWNEE, OKLAHOMA
A MUNICIPAL CORPORATION

SEAL
ATTEST:

ED BOLT, MAYOR

LISA LASYONE, CMC, CITY CLERK