

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
February 7, 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 January 18, 2022 regular meeting.
2. Consideration of a budget amendment for Fund 501 Shawnee Municipal Authority to move full-time employee position budget from Fund 501 to Fund 001 (General Fund) due to new department position arrangement.
3. New Business

(Any matter not known or which could not have been reasonably foreseen prior to the posting of the agenda)
4. 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: 02/07/2022

Minutes

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Minutes from the January 18, 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, TUESDAY, JANUARY 18, 2022, DURING THE BOARD OF CITY COMMISSIONER MEETING AT 6:00 P.M., PURSUANT TO NOTICE DULY POSTED AS PRESCRIBED BY LAW AT 4:08 P.M. ON JANUARY 13, 2022. UPON ROLL CALL, A QUORUM WAS DECLARED WITH THE FOLLOWING MEMBERS IN ATTENDANCE:

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

ABSENT: Salter

Call to Order

Declaration of a Quorum

AGENDA ITEM NO. 1: Consider approval of Consent Agenda:

- a. Minutes from the December 20, 2021 regular meeting.

A motion was made by Trustee Rutherford, seconded by Trustee Matthews, to approve Consent Agenda Item No. 1(a). Motion carried 6-0.

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

NAY: None

AGENDA ITEM NO. 2: 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. 3.: Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:08 p.m.)

ED BOLT, CHAIRMAN

ATTEST:

KACIE ECK, SECRETARY

DRAFT

Shawnee Municipal Authority

2.

Meeting Date: 02/07/2022

Budget Amendment

Submitted By: Kacie Eck, City Clerk

Department: City Clerk

Information

Title of Item for Agenda

Consideration of a budget amendment for Fund 501 Shawnee Municipal Authority to move full-time employee position budget from Fund 501 to Fund 001 (General Fund) due to new department position arrangement.

Fiscal Impact

Attachments

Memo

Budget Amendment



Finance

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

Date: February 7, 2022
To: City Commission
From: Jacob Bussell, Assistant Finance Director
Subject: Consideration of budget amendments to move construction inspection position to General Fund department and reduce appropriations for Cemetery Mausoleum.

Background: Staff has moved its Construction Inspector position from Shawnee Municipal Authority Fund (Fund 501) to General Fund (Fund 001), which will require commission approval of moving appropriations between funds. Staff has also noted that, due to delays associated with acquiring ownership of the Cemetery Mausoleum, the appropriations for capital outlay with the Cemetery Mausoleum should be reduced. The amounts for the movement of appropriated funds are as follows:

- \$35,637.97 – Construction Inspector position – To further the effectiveness of city inspections, the Construction Inspector position has been moved from SMA Administration Dept. (Fund 501) to Code Enforcement, Inspections, and Permitting Dept. (Fund 001).
- \$(400,000) – Cemetery Mausoleum capital outlay – reduction of appropriated funds (approved on the 12/20/21 meeting).

Financial Impact: Reduction in appropriated funds, see budget amendment attached.

Attachment: Budget Amendment.

Staff Recommendation: Approval of the item.

Posted By _____ Date _____ BA# _____ Pkt.# _____