

AGENDA
SHAWNEE MUNICIPAL AUTHORITY
JUNE 17, 2024 AT 6:00 PM
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 QUORUM

1. Consider approval of Consent Agenda:
 - a. Minutes from the May 20, 2024 regular meeting.
2. Consideration of a resolution adopting the Fiscal Year 2024-2025 Budget for the Shawnee Municipal Authority for the period of July 1, 2024 through June 30, 2025.
3. New Business
4. Adjournment

Respectfully submitted,



Lisa Lasyone, MMC, 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)

DRAFT

SHAWNEE MUNICIPAL AUTHORITY PROCEEDINGS

MAY 20, 2024 AT 6:00 PM

The Shawnee Municipal Authority of the City of Shawnee, County of Pottawatomie, State of Oklahoma, met in Regular Session in the Commission Chambers at City Hall, 16 West 9th Street, Shawnee, Oklahoma on, Monday, May 20, 2024 at 6:00 PM, pursuant to notice duly posted as prescribed by law on Thursday, May 16, 2024, at 4:31 PM. Mayor Bolt presided and called the meeting to order. Upon roll call, the following members were in attendance.

Ed Bolt
Chairman/Mayor

Absent
Trustee Ward 1

Yannah Frazier
Trustee Ward 3

Mark Sehorn
Trustee Ward 5

Absent
Trustee Ward 2

Darren Rutherford
Trustee Ward 4

Lauren Richter
Trustee Ward 6

ABSENT: Daniel Matthews, Cami Engles

CALL TO ORDER

DECLARATION OF QUORUM

1. Consider approval of Consent Agenda:

- a. Minutes from the April 15, 2024 regular meeting.
- b. Confirm action taken by the City Commission on Consent Agenda Item No. 2(j) regarding acknowledgment of the Contract for Solid Waste Collection, Recycling, and Disposal Services with Central Disposal for Fiscal Year 2024-2025.

A motion was made by Trustee Sehorn, seconded by Trustee Rutherford, to approve Consent Agenda Item Nos. 1(a-b). Motion carried 5-0-0.

AYE: Sehorn, Rutherford, Richter, Frazier, Bolt

NAY: None

ABSTAIN: None

2. New Business

There was no new business.

3. Adjournment

There being no further business to be considered, the meeting was adjourned by power of the Chair. (7:46 p.m.)

ED BOLT, MAYOR
CHAIRMAN

ATTEST:

LISA LASYONE, MMC, CITY CLERK
SECRETARY



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

Date: June 17, 2024
To: Shawnee Municipal Authority
From: Andrea Weckmueller-Behringer, City Manager
Subject: Consideration of a resolution adopting the Fiscal Year 2024-2025 Budget for the Shawnee Municipal Authority for the period of July 1, 2024 through June 30, 2025.

Background: On April 15, 2024, the proposed Fiscal Year 2024-2025 Budget was presented to the City of Shawnee Board of Commissioners.

On May 20, 2024, the Fiscal Year 2024-2025 Budget proposal was the subject of a formal public hearing.

Prepared in accordance with the City of Shawnee's Municipal Code, Section 2-96, and in compliance with the Oklahoma Municipal Budget Act, Title 11 of the Oklahoma Statutes, Section 17-201 et seq., City staff is requesting that the City Commission consider the approval of a resolution to adopt the Fiscal Year 2024-2025 Budget for the City of Shawnee, finding all things requisite and necessary have been done in the preparation and presentation of the budget.

Financial Impact: See attached Public Hearing Notice

Attachments: FY24-25 Public Hearing Notice, FY24-25 SMA Budget Resolution

Staff Recommendation: Approval of the Resolution

Notice of Public Hearing City of Shawnee, Oklahoma Shawnee Municipal Authority Shawnee Airport Authority Proposed Budget Summary* Fiscal Year 2024-2025																														
	001	010	101	102	104	105	106	107	108	112	190	191	301	302	303	304	306	350	501	502	503	504	511	601	603	701	702	709		
Description	General Fund	Grant Fund	Street & Alley Fund	E 911 Fund	Economic Development Fund	Spay/ Neuter Fund	Hotel/Motel Surcharge Fund	Police Sales Tax Fund	Fire Sales Tax Fund	Tax Increment Fund	CDBG Grant Fund	CDBG-CV- ODOC Fund	Capital Improvement Fund	Street Improvement Fund	2018 Capital Improvement Fund	American Rescue Plan Fund	2023 Capital Improvement Fund	Aquatic Center Fund	Shawnee Municipal Authority	Water System Capital Imprv Fund	Wastewater Capital Imprv Fund	Meter Maintenance Fund	Shawnee Airport Authority	Workers Compensation Self-Insurance Fund**	Insurance Recovery Fund**	Library Fund	Cemetery Perpetual Care Fund	Sister Cities Fund	Total	
ESTIMATED REVENUES & BUDGETARY FUND BALANCE																														
1 Beginning Budgetary Fund Balance	5,438,371	4,000,000	-	418,911	360,430	-	642,852	-	-	1,210,866	-	-	4,238,624	6,774,399	8,574,157	1,024,081	2,196,495	-	1,426,038	600,000	1,100,000	414,955	297,325	-	3,175,746	-	193,805	42,500	42,129,555	
2 Taxes	22,758,344	-	283,900	414,000	388,945	-	574,000	486,182	486,182	200,000	-	-	3,014,326	3,403,271	3,889,453	-	3,889,453	-	-	-	-	-	-	-	-	-	-	-	-	39,788,056
3 Intergovernmental	401,500	236,500	-	-	-	-	-	-	-	-	905,616	192,198	180,000	-	-	11,013,476	-	-	38,285	1,000,000	-	-	180,000	-	-	-	-	-	14,147,575	
4 License and Permits	578,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	28,025	-	-	-	-	-	-	-	-	-	606,025	
5 Fines and Forfeitures	317,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	317,500	
6 Gifts and Donations	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7 Charges for Services	238,235	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	145,000	15,972,385	-	-	850,000	-	-	-	-	-	-	17,205,620	
8 Rental Revenues	49,100	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	14,000	-	-	-	-	239,700	-	-	-	-	-	302,800	
9 Interest Income	314,900	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	320,900	
10 Other Revenues	113,000	-	6,360	-	-	2,200	12,000	-	-	-	13,200	-	2,000	2,500	1,500	-	-	-	55,000	280,000	45,000,000	-	226,250	-	50,000	-	4,000	-	45,762,010	
11 Transfers In	5,532,364	-	269,000	-	-	-	-	-	-	-	-	-	-	-	-	-	64,057	274,948	4,989,453	910,000	1,439,000	-	230,230	828,582	-	93,376	-	-	14,631,010	
TOTAL	35,741,314	4,236,500	559,260	832,911	749,375	2,200	1,228,852	486,182	486,182	1,410,866	918,816	192,198	7,434,950	10,180,170	12,465,110	12,037,557	6,150,005	488,948	22,734,186	2,510,000	47,539,000	1,264,955	1,173,505	828,582	3,225,746	93,376	197,805	42,500	175,211,051	
APPROPRIATIONS :																														
1 Administration	2,034,663	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,320	-	-	-	-	2,036,983	
2 Accounting	734,032	-	-	-	-	-	-	-	-	-	-	-	2,000	-	-	-	-	-	-	-	-	-	-	3,476	-	-	-	-	739,508	
3 Information Systems	652,627	-	-	-	-	-	-	-	-	-	-	-	352,350	-	-	-	-	-	-	-	-	-	-	2,317	-	-	-	-	1,007,294	
4 City Clerk	433,888	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,738	-	-	-	-	-	435,626	
5 Municipal Court	483,278	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,317	-	-	-	-	-	485,595	
6 Utility Billing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	918,674	-	-	-	-	5,224	-	-	-	-	923,898	
7 Human Resources	494,059	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,738	-	-	-	-	-	495,797	
8 Community Development	605,193	-	-	-	-	-	-	-	-	30,000	913,760	192,198	550,000	-	1,075,774	-	-	-	-	-	-	-	-	9,216	4,461	-	-	-	3,380,602	
9 Police Department and Emergency Management	10,966,402	4,215,000	-	413,048	-	2,200	-	-	-	-	-	-	1,570,144	-	-	-	-	-	-	-	-	-	491,914	185,625	-	-	-	-	17,844,333	
10 Fire Department	7,043,267	-	-	-	-	-	-	-	-	-	-	-	1,498,846	-	2,005,000	-	-	-	-	-	-	-	-	199,582	2,085	-	-	-	10,748,780	
11 Engineering	493,570	-	-	-	-	-	-	-	-	-	-	-	239,000	485,000	-	-	-	-	-	-	-	-	-	2,317	-	-	-	-	1,219,887	
12 Code Enforcement	1,031,621	-	-	-	-	-	-	-	-	-	-	-	50,000	-	-	-	-	-	-	-	-	-	-	4,634	2,268	-	-	-	1,088,523	
13 Public Works	1,529,084	-	550,000	-	-	-	-	-	-	-	-	-	606,600	7,335,000	1,012,000	11,834,227	-	-	9,357,622	1,958,000	46,470,000	-	-	51,532	83,837	-	-	80,787,902		
14 Parks, Culture and Recreation	2,082,814	21,500	-	-	-	-	-	-	-	-	-	-	728,750	-	150,000	-	-	478,997	-	-	-	-	-	30,640	187,905	91,726	3,862	-	3,776,194	
15 Expo Center	944,250	-	-	-	-	-	-	-	-	-	-	-	-	-	100,000	-	-	-	-	-	-	-	-	-	626,671	-	-	-	1,670,921	
16 Building Maintenance	395,678	-	-	-	-	-	-	-	-	-	-	-	433,000	-	-	-	-	-	-	-	-	-	-	10,340	-	-	-	-	839,018	
17 Tourism	-	-	-	-	-	-	578,369	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,159	-	-	-	-	579,528	
18 Economic Development	-	-	-	-	388,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	388,000	
19 Sister Cities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	42,500	-	
20 Airport	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,057,224	8,118	2,082,894	-	-	-	3,148,236	
21 Contingency Reserve	630,000	-	8,900	-	-	-	11,554	-	-	-	-	-	-	-	-	-	-	8,500	435,000	-	-	-	15,000	-	50,000	1,650	-	-	1,160,604	
22 Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,122,694	-	-	-	3,860,136	-	-	433,274	-	-	-	-	-	-	7,416,104	
23 Transfers Out	867,554	-	-	-	-	-	-	486,182	486,182	-	-	-	500,000	600,000	-	-	3,889,453	-	6,973,057	-	-	-	-	-	-	-	-	-	13,802,428	
TOTAL	31,421,980	4,236,500	558,900	413,048	388,000	2,200	589,923	486,182	486,182	30,000	913,760	192,198	6,530,690	8,420,000	7,465,468	11,834,227	3,889,453	487,497	21,544,489	1,958,000	46,470,000	433,274	1,072,224	828,582	3,225,746	93,376	3,862	42,500	154,018,261	
ENDING BUDGETARY FUND BALANCE RESERVE	4,319,334	-	360	419,863	361,375	-	638,929	-	-	1,380,866	5,056	-	904,260	1,760,170	4,999,642	203,330	2,260,552	1,451	1,189,697	552,000	1,069,000	831,681	101,281	-	-	-	193,943	-	21,192,790	
Percent of Ending Fund Balance/Annual Expenses	13.75%	0.00%	0.06%	101.65%	93.14%	0.00%	108.31%	0.00%	0.00%	4602.89%	0.55%	0.00%	13.85%	20.90%	66.97%	1.72%	58.12%	0.30%	5.52%	28.19%	2.30%	191.95%	9.45%	0.00%	0.00%	0.00%	5021.83%	0.00%	13.76%	
Impact to Fund Balance - Gain/(Loss)	(1,119,037)	(4,000,000)	360	952	945	-	(3,923)	-	-	170,000	5,056	-	(3,334,364)	(5,014,229)	(3,574,515)	(820,751)	64,057	1,451	(236,341)	(48,000)	(31,000)	416,726	(196,044)	-	(3,175,746)	-	138	(42,500)	(20,936,765)	

This Summary documents the preliminary budgeted estimates of Revenues and Appropriations for the funds of the City of Shawnee, Oklahoma, including its Authorities, for the budget period July 1, 2024 through June 30, 2025, as identified on May 6, 2024.

* Not included in the summary are funds with no activity: 103 - Oil & Gas Revenue, 113 - Drug Forfeiture, 114 - Opiod Settlement Fund, 192 - ESG ODOC Fund, 201 - Debt Service, 706 - Gifts and Contributions

** The Workers Compensation Self-Insurance Fund - 601, reflects "Transfers In" from other funds. The associated expense in other funds is reflected within the division where the payroll occurs, and is therefore not shown in the general "Transfers Out" expenditure line.

For a downloadable PDF, visit <http://www.ShawneeOK.org>

A public hearing will be held on the Preliminary Budget Summary of Revenues and Appropriations in the City Commission Chamber at City Hall, 16 West 9th Street, Shawnee, Oklahoma, at 6:00 p.m. on May 20, 2024.

Andrea Weckmueller-Behringer, City Manager

(Seal)

Attest:

s/s Lisa Lasyone, City Clerk

RESOLUTION NO. SMA-2024-_____

A RESOLUTION APPROVING AND ADOPTING THE FISCAL YEAR 2024-2025 BUDGET FOR THE SHAWNEE MUNICIPAL AUTHORITY, OKLAHOMA FOR THE PERIOD JULY 1, 2024 THROUGH JUNE 30, 2025.

WHEREAS, the City of Shawnee, Oklahoma 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 budget for fiscal year July 1, 2024 through June 30, 2025, was formally presented to the City of Shawnee City Commission on April 15, 2024, at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, the City of Shawnee City Commission conducted a Public Hearing on May 20, 2024, at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

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

SECTION 1. The Shawnee Municipal Authority does hereby adopt the Fiscal Year 2024-2025 Budget. Legal appropriations are hereby established as follows:

501 SHAWNEE MUNICIPAL AUTHORITY	21,544,489
502 WATER SYSTEM CAPITAL PROJECTS FUND	1,958,000
503 WASTEWATER SYSTEM CAPITAL PROJECTS FUND	46,470,000
504 METER MAINTENANCE FEE FUND	433,274

SECTION 2. The budget shall be administered in compliance with the provisions of the City Charter, Municipal Code, and statutes of the State of Oklahoma.

SECTION 3. The budget for the Shawnee Municipal Authority, Oklahoma, now before the City Commission for consideration, as herein above summarized, a complete copy of which is on file with the City Clerk, and the same is hereby adopted as the budget for the said City of Shawnee, Oklahoma, for the period of July 1, 2024 through June 30, 2025.

Passed and approved this 17th day of June, 2024

CITY OF SHAWNEE, OKLAHOMA A MUNICIPAL CORPORATION

ED BOLT, MAYOR

SEAL
ATTEST:

LISA LASYONE, MMC, CITY CLERK