POSTED AT THE CITY HALL DECEMBER 13, 2021 @ 12:00 P.M.

TOWN OF KIOWA MINUTES

FOR SPECIAL FINANCIAL MEETING

DECEMBER 15TH, 2021 @ 5:00 P.M.

AT KIOWA CITY HALL

813 S. HARRISON ST

KIOWA, OK

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing 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 governing body may refer the matter to its City/Trust Manager, staff, Attorney or to the recommending board, commission or committee.

**CALL MEETING TO ORDER:** Mayor Peterson called meeting to order @ 5:01 P.M.

**ROLL CALL:** Hatridge present, Hall present, Peterson present, Vanblaricom present, Nichols present.

1. **PRESENTATION AND DISCUSSION OF CURRENT YEAR BUDGET.** Tracy Reed, “I have presented you all with a document and I will begin to explain to you what it is, overall we have looked at what has happened over the first five months of the year and projected out for the next seven months. We are trying to remain conservative on the expense side and on the revenue side and if all goes well I expect for us to end the year better that what the budget predicts, that’s the good news. The bad news is the budget does predict that we will spend about $440,000 more this year than we think that we will bring in. That does take into consideration all of our recurring revenue, sales and use tax and reducing those by about 10% of where we think we’re going to end is about a $19,000 reduction but the biggest ones are the police fines. Based on what we know now I’ve taken what we expect our general fund expenses to be and projected police revenue at about 50% of that. That reduces about $300,000 of revenue that we had seen in recent years that I am not projecting for this year. In the state of Oklahoma we are the only state in the entire union that doesn’t receive any money in our municipality from our property taxes. We get sales and use tax which are the primary drivers of the general fund which for you all is also the police fines and then we have our utility rates and that’s the only way the state has given us to fund our operations. You have a strong sales tax which is 5%, so 3% is going into our general fund and 2% is going into our restricted for street and alley. So what I have done with the budget is I have tried to use any restricted money that is available first. You all have a lot of restricted money currently in street and alley and police. First, since you all have already adopted the estimate of needs this year we won’t officially adopt this, this will be our management budget for the rest of the year so that when I come every month for the meeting and talk about how we are doing in comparison to our budget we can use these numbers. In our police we have a lot of available cash but we don’t have it all budgeted so it isn’t available for any purpose except for police. The net change on the documents I have provided you all with shows that if this budget plays out exactly as it is written where we will end the year with regards to our cash from where we started, so you can see each of those minus cemetery care fund projects that we will spend more money than we bring in this year. So overall this shows that you will end the year with about $1.6 million. We do need to start making some changes. On your sales and use tax through December you are up about 20% over a year ago.” Chief Wilson says for police there is $28,000 in repairs and maintenance. He states he hasn’t seen a line item budget. Tracy Reed, “This budget is just an estimate of what has already been spent over the past five months. Our total expenses in general fund, half of that is about $650,000. So between police fines, deferment, OPPRS, technology and other police income kept it at about $655,000. So far for this year we have categorized about $12,500 in materials and supplies for the PD. Services and charges projecting out to about $75,000.” Wilson states for gas and mileage he projected $21,000, uniforms $2,400, office supplies $3,000, materials $20,000, repairs and maintenance $25,000, and materials and supplies $46,400. Without salaries $139,350.00 is projected to be needed for the PD this year, which that shows $35,000 for technology services. Tracy Reed, “In the police restricted cash going forward, I am trying to project what is available and what we could legitimately use it on this year. Drug and alcohol and drug seizure can be utilized for any police purpose. I put in the budget to use technology fee to cover a salary if needed.” Wilson feels like we should try to fund as much of the PD as we can off of the technology fund this year. The understanding of it since it is generated off of tickets was to benefit the PD for technology but if we can spend it city wide when we need to. We make about $10,000 a month off of that fee and we need to try to deplete that wherever we can. Attorney states that the technology fund is not restricted to just the PD, but a salary cannot be paid out of it. Anything technology but not for bricks and mortar. Chief Wilson asks if it can fund a car. Attorney says no. It is geared towards technology as in computer stuff, smart phones, servers, security systems. Reed questioned if the UTS service (which is the digital water meters) could be paid for by the technology fund and the attorney said yes. It’s the common use and knowledge of the word technology. Tracy Reed, “Moving on, for the impound fees your ordinance states for police equipment and training. If you look at the capital outlay for the three funds street and alley, general fund, and PWA we have $375,045, which some of it is already spent. The net operating cost of the city is about $321,045. Most communities don’t have the police funds that you all have, which helps support the general fund so in general these communities are supported by their utilities, streets, police, fires etc. which has to be part of the budget and council has to approve the transfer. We spend about $95,000 on health and dental insurance for the employees, Ensure Oklahoma pays us back about $23,000 a year so in total we spend about $70,000 on health and dental insurance.” Jerri Ellis states that the city only pays a portion of the nutrition employees’ salaries, whom are part time, that is why we offer them health insurance because Feed the Need pays the bigger portion of their salaries. Tracy Reed, “I am projecting the income for our nutrition program will be about $55,000 this year and I’m sure that includes the reimbursements and everything but I don’t have the exact details right now. So far through November we have collected about $25,000 and projecting that to be about $55,000 in income by the end of the year and about $112,000. Nutrition’s insurance is about net of $20,000 a year after Ensure Oklahoma.

**NEW BUSINESS**: N/A

**PUBLIC DISCUSSION:** N/A

**ADJOURN:** Mayor Peterson made the motion to adjourn @ 7:23 P.M. Seconded by Hatridge. Hatridge yes, Hall yes, Peterson yes, Vanblaricom yes, Nichols yes. Motion carries

**TIME ADJOURNED:** 7:24 P.M.

IF ASSISTANCE IS NEEDED PLEASE NOTIFY THE CITY HALL AT 918-432-5621, 24 HOURS IN ADVANCE.