

**Yukon City Council Minutes
January 20, 2015**

The Yukon City Council met in regular session January 20, 2015 at 7:00 p.m. in the Council Chambers of the Centennial Building, 12 South Fifth Street, Yukon, Oklahoma.

The invocation was given by Pastor Mark Borseth, Resurrection Lutheran.
The flag salute was given in unison.

ROLL CALL: (Present) Ken Smith, Mayor
 Michael McEachern, Vice Mayor
 John Alberts, Council Member
 Richard Russell, Council Member
 Donna Yanda, Council Member

OTHERS PRESENT:

Grayson Bottom, City Manager	Doug Shivers, City Clerk
Robbie Williams, City Engineer	Mike Segler, City Attorney
Arnold Adams, Public Works Director	John Corn, Police Chief
Gary Cooper, Information Technology Dir.	J.I. Johnson, Treasurer
Mitchell Hort, Development Services Dir.	Bill Stover, Sanitation Director
Jenna Roberson, Public Info. Officer	

Public Hearing was held to Receive Input from the Public Regarding the 2015 Oklahoma Tourism and Recreation Department Land and Water Conservation Fund Grant. There were no participants.

Presentations and Proclamations

There were no Presentations or Proclamations.

Visitors

There were no visitors.

(Recess as Yukon City Council and Reconvene as Yukon Municipal Authority)

1A. YMA Consent Docket

This item is placed on the agenda so the Yukon Municipal Authority, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Authority Members, that item will be heard in regular order.

The City Manager recommends a motion to approve:

- A) The minutes of the regular meeting of January 6, 2015**
- B) Payment of material claims in the amount of \$324,306.36**

The motion to approve the YMA Consent Docket, consisting of the approval of the minutes of the regular meeting of January 6, 2015; and payment of material claims in the amount of \$324,306.36, was made by Trustee McEachern and seconded by Trustee Russell.

The vote:**AYES: McEachern, Alberts, Yanda, Russell, Smith****NAYS: None****VOTE: 5-0****MOTION CARRIED****2A. Present, Discuss, and Consider accepting the Fiscal Year 2013-2014 Yukon Municipal Authority/City of Yukon Audited Financial Report, as prepared by Derrel S. White, CPA**

Mr. White wanted to make some general observations and answer questions about the audit. They did issue an unmodified opinion with no findings. The audit tries to get a good evaluation of the system and what the changes are from year to year. He likes the direction of our system. We always get tremendous cooperation from the staff. All levels understand expectations and goals. It gets better each year. We do find opportunity for improvements and when we return the next year, they have been addressed and positive improvements have been made. Mr. White has a high opinion of the overall system and direction it is going. This is the first full year Mr. Johnson has been in his position. His expanded role has been good. The budgetary process is working well. There is very little difference between the monthly information presented to Council and the final audit report. Good information is presented throughout the year. Mr. White appreciates the opportunity to speak.

The motion to accept the Fiscal Year 2013-2014 Yukon Municipal Authority/City of Yukon Audited Financial Report, as prepared by Derrel S. White, CPA, was made by Trustee Russell and seconded by Trustee Yanda.

Council Member Alberts asked for clarification of direction. Mr. White stated the City Government has to be accountable and transparent. Controls and processes from the past would have been inadequate today. Process of billing and reconciliation has lots of places to break down. We are seeing fewer errors going outside of automated system. Mistakes have been identified and corrected.

Council Member Alberts questioned retirement and pensions. Mr. White stated improvements every year. Market has been good. As well as it's been a goal of Mr. Bottom to get it fully funded by additional contributions. Council Member Alberts wanted to know the current levels of funding. Mr. White stated page 36 of report states unfunded liability is \$7.6 million, that's a funded ratio of 70%. That percentage has gone up significantly each year. The Actuarial Accrued Liability is generally overstated. If you look on page 39, you can see the other pension obligations. The General Employee's retirement is almost fully funded. Page 36 is current employees. Mayor Smith stated, safe to say few communities can show same numbers for percentage of funding. Mr. White stated main thing is that funding levels have increased. Council Member Alberts questioned how long. Mr. White stated if trends on earning continue, four to five years to get to 100% on all plans. Police and Fire are outside of our control. Others are within one to two years. Council Member Alberts clarified we contribute to Police and Fire per statute. Mr. White stated yes.

Council Member Alberts asked about opportunities for improvements. Mr. White stated integration of departments have improved. A weak link may be Grant Administration, it is departmentalized. The largest grant we have is storm shelters. It has been done well. We now have lots of grant opportunities and suggest a central oversight. Council Member Alberts questioned if the TIF has had any effect. Mr. White stated it is early, but so far it's been positive. Administratively it has worked well. Sometimes, it has been problematic for other cities.

Council Member McEachern asked if TIF was well administered. Mr. White stated yes. The system adaptability has been good so far. Council Member McEachern stated there is a lot at stake. Do you feel controls are in place? Mr. White stated yes, strong

tone and effective oversight at top helps. Council Member McEachern questioned if structure of Yukon Economic Development Authority is good. Mr. White stated yes.

Mayor Smith asked about oversight of grant administration. Mr. Bottom stated it would probably be contractual basis not a full time employee. Council Member McEachern asked if problem was after grant is received. Mr. White stated yes. He stated the shelter grant is not easy to administer, but it was done well here. The big risk is unallowable expenditures. We did not find this, but we do believe there needs to be central oversight.

The vote:

AYES: Russell, McEachern, Smith, Yanda, Alberts

NAYS: None

VOTE: 5-0

MOTION CARRIED

(Adjourn as YMA and Reconvene as Yukon City Council)

1. Consent Docket

This item is placed on the agenda so the City Council, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet with the approval of all Council Members, that item will be heard in regular order.

The City Manager recommends a motion that will approve:

- A) The minutes of the regular meeting of January 6, 2015**
- B) Payment of material claims in the amount of \$488,528.43**
- C) An Agreement for Services between the City of Yukon and Project Graduation for the term of July 1, 2014 through June 30, 2015, for the amount of \$250.00, upon proper application**
- D) The submittal of a grant application for the 2015 Oklahoma Tourism and Recreation Department Land and Water Conservation Fund Grant**
- E) An Agreement for Services between the City of Yukon and Yukon Cemetery Association beginning on the 1st Day of February, 2015, for the amount of Utility Payments to the City of Yukon**
- F) Setting the date for the next regular Council meeting for February 3, 2015, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St.**

The motion to approve the Consent Docket, consisting of the approval of the minutes of the regular meeting of January 6, 2015; Payment of material claims in the amount of \$488,528.43; An Agreement for Services between the City of Yukon and Project Graduation for the term of July 1, 2014 through June 30, 2015, for the amount of \$250.00, upon proper application; The submittal of a grant application for the 2015 Oklahoma Tourism and Recreation Department Land and Water Conservation Fund Grant; An Agreement for Services between the City of Yukon and Yukon Cemetery Association beginning on the 1st Day of February, 2015, for the amount of Utility Payments to the City of Yukon; and Setting the date for the next regular Council meeting for February 3, 2015, 7:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St., was made by Council Member McEachern and seconded by Council Member Russell.

The vote:

AYES: Smith, Alberts, Russell, McEachern, Yanda

NAYS: None

VOTE: 5-0

MOTION CARRIED

2. **Reports of Boards, Commissions and City Officials – None**

3. **Present, Discuss, and Consider accepting the Fiscal Year 2013-2014 Yukon Municipal Authority/City of Yukon Audited Financial Report, as prepared by Derrel S. White, CPA**

The motion to accept the Fiscal Year 2013-2014 Yukon Municipal Authority/City of Yukon Audited Financial Report, as prepared by Derrel S. White, CPA, was made by Council Member Yanda and seconded by Council Member McEachern.

The vote:

AYES: Yanda, Russell, Alberts, Smith, McEachern

NAYS: None

VOTE: 5-0

MOTION CARRIED

4. **Consider approving a Conditional Use Permit from Central OK Marketing for installation of a 14X24 foot electronic billboard for off premise advertising; one pole, double-faced sign, one facing North and the other facing South, at Yukon Parkway West, Lot 1, Block 1; known as 1500 Garth Brooks Blvd, Yukon, OK, as recommended by the Planning Commission**

The motion to approve a Conditional Use Permit from Central OK Marketing for installation of a 14X24 foot electronic billboard for off premise advertising; one pole, double-faced sign, one facing North and the other facing South, at Yukon Parkway West, Lot 1, Block 1; known as 1500 Garth Brooks Blvd, Yukon, OK, as recommended by the Planning Commission, was made by Council Member McEachern and seconded by Council Member Alberts.

Council Member McEachern asked if the size of the sign changes, would it have to return for approval. Mr. Hort stated if it increases in size, it would have to be reviewed by Planning Commission and then back to City Council. Mayor Smith asked if permit is an annual review. Mr. Hort stated yes and an ODOT permit is needed as well. Council Member McEachern questioned light from sign. Mr. Hort stated it dims at night and also has a dimming failsafe mechanism included.

The vote:

AYES: Alberts, Russell, McEachern, Smith, Yanda

NAYS: None

VOTE: 5-0

MOTION CARRIED

Mayor Smith stated we will be moving onto Item 8.

8. **City Manager's Report – Information items only**
 - A. **Sales Tax Report**
 - B. **Notify Council of May 19 Meeting Change**
 - C. **YEDA 2nd Quarter Report**
 - D. **Events Report**

Mr. Bottom stated Sales Tax is up 10.58% for the month and 3.4% year to date. Next month should be good as well.

The May 19th meeting will change to Thursday, May 21 at 7pm. This will be the first of many notifications.

The YEDA Quarterly report has been distributed. The information included is as follows: a financial report about the construction of Health Center Parkway, a zoning item called SmartCode, and an article about the ICSC meeting in Dallas, please review.

January 31, is the Daddy Daughter Dance and there will be three sessions. February 7, is the Chocolate Festival, make your reservation by buying your ticket.

Mr. Bottom handed out the quarterly report of Capital Improvement Projects that had been completed.

Council Member McEachern asked if there was a time frame for the Recreation Department Land and Water Conservation Fund Grant. Mr. Bottom stated this is for application, so not really.

Council Member Russell asked if the meeting change is for the May 19th meeting only. Mr. Bottom stated yes.

5. Consider a motion to recess as Yukon City Council and convene into Executive Session, for discussing the employment of the City Manager, as provided for in 25 OS 2003, Section 307 (B) (1)

The motion to recess as Yukon City Council and convene into Executive Session, for discussing the employment of the City Manager, as provided for in 25 OS 2003, Section 307 (B) (1), was made by Council Member Alberts and seconded by Council Member Yanda.

The vote:

AYES: Smith, McEachern, Yanda, Alberts, Russell

NAYS: None

VOTE: 5-0

MOTION CARRIED

6. Consider a motion to adjourn from Executive Session and reconvene as Yukon City Council

The motion to adjourn from Executive Session and reconvene as Yukon City Council, was made by Council Member Alberts and seconded by Council Member Yanda.

The vote:

AYES: Yanda, Smith, Russell, McEachern, Alberts

NAYS: None

VOTE: 5-0

MOTION CARRIED

Mayor Smith then read the minutes of the Executive Session, stating, "While in Executive Session, only the items on the agenda were discussed, no action was taken, and no votes were cast."

7. Consider a motion to amend the terms of the City Manager's employment contract

Council Member Alberts made the motion to amend the terms of the City Manager's Contract to change the compensation to \$141,000.00 annually and set the matter for review at the July 21, 2015 Council meeting, was seconded by Council Member Yanda.

Mayor Smith stated the salary adjustment is barely over the 2.5% pay increase that all City employees had received this past year.

The vote:

AYES: McEachern, Yanda, Alberts, Russell, Smith

NAYS: None

VOTE: 5-0

MOTION CARRIED

9. New Business - None

10. Council Discussion

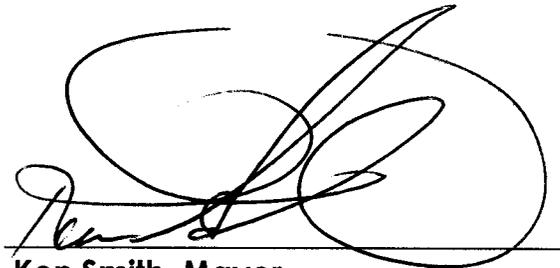
Council Member McEachern thanked those who were remaining. Wal-Mart Neighborhood Market opens tomorrow. It has been twelve years in the waiting. Thanks to Mr. Johnson and Mr. White for the audit he is very pleased.

Council Member Russell and Council Member Yanda had nothing at this time.

Council Member Alberts concurs with Council Member McEachern. He stated there is great leadership with Mr. Bottom and he has put together a great staff. Good to hear Mr. White couldn't find a mistake. Convinced we are in exceptional shape.

Mayor Smith had no comments.

11. Adjournment



Ken Smith, Mayor



Doug Shivers, City Clerk

