

THE CITY COMMISSION OF THE CITY OF WOODWARD AND THE WOODWARD MUNICIPAL AUTHORITY, WOODWARD COUNTY, OKLAHOMA, MET IN A JOINT SPECIAL SESSION IN THE UPSTAIRS CONFERENCE ROOM OF CITY HALL ON THURSDAY, MAY 16, 2019, AT 6:30 PM.

(As prescribed by law, meeting notice and agenda were filed with the Office of the City Clerk at 11:55 a.m., and posted at City Hall at 12:00 p.m. on May 13, 2019.)

Mayor Pro-Tem Hill called the meeting to order, declaring a quorum present.

PRESENT:	Roscoe Hill	Mayor Pro-Tem/Vice-Chairman
	Steve Bogdahn	Commissioner/Trustee
	Tom Fisher	Commissioner/Trustee
	Alan Riffel	City Manager
	Catherine Coleman	City Clerk/Secretary
ABSENT:	John Meinders	Mayor/Chairman
	John Brown	Commissioner/Trustee
	Aaron Sims	City Attorney

The first item on the agenda was the Budget Workshop for Fiscal Year 2019-2020. City Manager Riffel began by stating that the proposed budget had been a challenging undertaking due to the fluctuations in sales tax collections, and no steady trend of recovery realized. In addition, departmental requests for capital needs amounted to 4.2 million dollars. Mr. Riffel continued explaining that furloughs will continue for the next year, and that the proposed budget is based on 92.5% of anticipated revenue for the next year. However, as the focus has been on rebuilding reserves, they now have recovered to a four-month balance, with the goal being six months.

Russ Meacham of R.S. Meacham and Associates CPAs and Advisors addressed the Commission concerning the current budgeting situation. Forecasting sales tax revenue has been the biggest challenge as the largest fluctuations have occurred in the latter half of this fiscal year.

Mr. Meacham proceeded with explanations of the separate funds and how they are funded with the incoming revenues, to include Tourism and Airport funding. Further explanations included debt service in the amount of 5.1 million dollars, 65% of the operational budget is for personal services, to include salaries and benefits, with the largest portion received by fire and police services, and funding obligations at the Airport.

In response to questions from the Commission relative to necessity of increases to utility rates, Mr. Meacham responded that no increases other than the annual cost of living adjustments were considered in the proposed budget.

City Manager Riffel explained that the proposed budget allowed for additional staffing in certain departments, specifically, the IT Department for an additional staff member, and the Fire Department, allowing replacement of the Fire Marshal position.

Following a full discussion, Mayor Pro-Tem Hill adjourned the meeting.

s/ Roscoe Hill

Roscoe Hill, Mayor Pro-Tem/Vice-Chairman

s/ Catherine Coleman

Catherine Coleman, City Clerk/Secretary

Approved this 20th day of May, 2019.

s/ Catherine Coleman

Catherine Coleman, City Clerk