

FILED IN OFFICE  
 COUNTY CLERK  
 OKLAHOMA CITY, OKLA.

AUG 18 2010

**OKLAHOMA COUNTY BUDGET BOARD  
 REGULAR MEETING  
 320 Robert S. Kerr  
 Conference Room 201  
 Oklahoma City, Ok 73102**

STATE OF OKLAHOMA  
 CAROLYNN CAUDILL  
 COUNTY CLERK

2010 AUG 18 A 9:21

STATE OF OKLAHOMA  
 OKLAHOMA COUNTY  
 RECORDED OR FILED

CAROLYNN CAUDILL County Clerk, Okla. Cnty.  
*T. Caudill* Deputy

**AGENDA**

**10:00 a.m., Thursday, August 19, 2010**

1. Call meeting to order.
2. Notice of the meeting was properly posted Wednesday, August 18, 2010.
3. Discussion and possible action to approve the minutes of the regular meeting dated Thursday, July 15, 2010 and special meetings dated Thursday, July 22, and August 5, 2010.

**The following items, No. 4 through 35 are Consent Items and are routine in nature:**

**CASH FUND APPROPRIATIONS**

4. Discussion and possible action on Resolution HWY 4-11: Cash fund appropriation for Highway Cash 1110 as follows:

		9100	9200	9300	Total
1110-51000	Salary	\$120,000.00	\$105,000.00	\$110,972.30	\$335,972.30
1110-52000	Benefits	\$40,000.00	\$40,000.00	\$43,141.00	\$123,141.00
1110-53000	Travel	\$0.00	\$0.00	\$0.00	\$0.00
1110-54000	Operation	\$266,641.53	\$115,996.39	\$254,687.18	\$637,325.10
1110-55000	Capital	\$10,000.00	\$0.00	\$0.00	\$10,000.00
1110-9101-54000	Operation	\$0.00	\$0.00	\$0.00	\$0.00
1110-9102-54000	Operation	\$0.00	\$0.00	\$0.00	\$0.00
1110-9205-55000	Capital	\$0.00	\$100,000.00	\$0.00	\$100,000.00
1110-9206-54000	Operation	\$0.00	\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>\$436,641.53</b>	<b>\$360,996.39</b>	<b>\$408,800.48</b>	<b>\$1,206,438.40</b>

To appropriate miscellaneous and Tax Commission receipts for the month of July 2010 as follows (Document Received):

<u>Misc. Receipts</u>		<u>Tax Collections</u>	
Sale of Material D-1	\$1,820.64	Gross Production	\$119,030.36
Sale of Material D-2	\$372.24	Diesel Fuel Excise Tax	\$152,040.07
Sale of Material D-3	\$0.00	Gasoline Excise Tax	\$352,615.40
Reimb Gas & Fuel D-1	\$698.74	Special Fuel Tax	\$22.80
Reimb Gas & Fuel D-2	\$324.26	Veh Coll for Rds /w CRIRF	\$436,755.84
Reimb Gas & Fuel D-3	\$3,423.46		
Reimb Parts & Serv Repair D-1	\$0.00	Interest	\$2,129.90
Reimb Parts & Serv Repair D-2	\$0.00	Sub Total	\$1,062,594.37



Sheriff Service Fee Fund 1160 as follows:

1160-5100-2011-51000	Salary	\$20,000.00
1160-5100-2011-52000	Benefits	\$10,000.00
1160-5100-2011-53000	Travel	\$5,000.00
1160-5100-2011-54000	Operation	\$100,000.00
1160-5100-2011-55000	Capital	\$18,506.34
1160-5105-2011-54000	Operation	\$160,000.00
1160-5160-2011-54000	Operation	\$10,000.00
1160-5160-2011-55000	Capital	<u>\$6,812.81</u>
Total		\$330,319.15

To appropriate interest and miscellaneous receipts for the month of July 2010.

(Document Received)

11. Discussion and possible action on Resolution SSR 4-11: Cash fund appropriation for Sheriff Special Revenue Fund 1161 as follows:

1161-5108-2011-54000	Operation	\$50,000.00
1161-5108-2011-55000	Capital	\$20,000.00
1161-5110-2011-53000	Travel	\$4,282.68
1161-5110-2011-54000	Operation	\$300,000.00
1161-5110-2011-55000	Capital	\$30,000.00
1161-5111-2011-54000	Operation	\$108,612.33
1161-5112-2011-54000	Operation	\$55.00
1161-5113-2011-54000	Operation	\$2,103.21
1161-5114-2011-54000	Operation	\$4,885.42
1161-5115-2011-51000	Salary	\$10,000.00
1161-5115-2011-52000	Benefits	\$5,000.00
1161-5145-2011-54000	Operation	\$1,000.00
1161-5146-2011-54000	Operation	<u>\$150,000.00</u>
Total		\$685,938.64

To appropriate interest and miscellaneous receipts for the month of July 2010.

(Document Received)

12. Discussion and possible action on Resolution AFR 3-11: Cash fund appropriation for Assessor's Fee Revolving Fund 1201 as follows:

1201-1300-2011-55000	Capital	\$4,124.50
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To appropriate receipts for the month of July 2010. (Document Received)

13. Discussion and possible action on Resolution JPF 3-11: Cash fund appropriation for Juvenile Probation Fee Fund 1231 as follows:

1231-5200-2011-54000	Operation	\$2,233.00
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To appropriate receipts for the month of July 2010. (Document Received)

14. Discussion and possible action on Resolution JWRF 3-11: Cash fund appropriation for Juvenile Work Restitution Fund 1232 as follows:

1232-5200-2011-54000	Operation	\$1,634.50
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To appropriate receipts for the month of July 2010. (Document Received)

15. Discussion and possible action on Resolution JGF 3-11: Cash fund appropriation for Juvenile Grant Fund 1233 as follows:  
1233-5217-2011-54000                      Operation                      \$375.00  
To appropriate grant receipts for the month of July 2010. (Document Received)
16. Discussion and possible action on Resolution PC 4-11: Cash fund appropriations for Planning Commission Fee Fund 1240 as follows:  
1240-3000-2011-51000                      Salary                      \$10,000.00  
1240-3000-2011-52000                      Benefits                      \$4,254.85  
1240-3000-2011-53000                      Travel                      \$5,000.00  
1240-3000-2011-54000                      Operation                      \$10,000.00  
Total                      \$29,254.85  
To appropriate fee receipts for the month of July 2010. (Document Received)
17. Discussion and possible action on Resolution EMF 2-11: Cash fund appropriations for Emergency Management Fund 1251 as follows:  
1251-5500-2011-55000                      Capital                      \$9,159.25  
To appropriate receipts for the month of July 2010. (Document Received)
18. Discussion and possible action on Resolution CSF 3-11: Cash fund appropriations for Community Service Fee Fund 1260 as follows:  
1260-3100-2011-54000                      Operation                      \$1,330.00  
1260-3105-2011-51000                      Salary                      \$12,156.00  
1260-3105-2011-55000                      Capital                      \$1,500.00  
Total                      \$14,986.00  
To appropriate fee receipts for the month of July 2010. (Document Received)
19. Discussion and possible action on Resolution SENT 3-11: Cash fund appropriations for Community Sentencing Fund 1270 as follows:  
1270-3110-2011-51000                      Salary                      \$33,802.68  
1270-3110-2011-52000                      Benefits                      \$13,299.42  
1270-3110-2011-53000                      Travel                      \$1,662.42  
1270-3110-2011-54000                      Operation                      \$4,987.28  
1270-3110-2011-55000                      Capital                      \$1,662.42  
Total                      \$55,414.22  
To appropriate fee receipts for the month of July 2010. (Document Received)
20. Discussion and possible action on Resolution MHCF 2-11: Cash fund appropriations for Mental Health Court Fund 1282 as follows:  
1282-3160-2011-54000                      Operation                      \$17,500.00  
To appropriate receipts for the month of July 2010. (Document Received)
21. Discussion and possible action on Resolution CIR 3-11: Cash fund appropriation for Capital Improvement- Regular Fund 2010 as follows:  
2010-1200-2011-55000                      Capital                      \$2.21

To appropriate interest receipts for the month of July 2010. (Document Received)

22. Discussion and possible action on Resolution CIT 2-11: Cash fund appropriation for Capital Improvement-Tinker Fund 2030 as follows:

2030-1200-2011-55000	Capital	.06
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To appropriate interest receipts for the month of July 2010. (Document Received)

23. Discussion and possible action on Resolution TCF 3-11: Cash fund appropriation for Tinker Clearing 2002 – Fund 2031 as follows:

2031-1202-2011-55000	Capital	\$563.18
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To appropriate interest receipts for the month of July 2010. (Document Received)

24. Discussion and possible action on Resolution CB 3-11: Cash fund appropriation for County Bonds 2008, Fund 2032 as follows:

2032-0001-2011-54000	Operation	\$3.21
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2032-1203-2011-55000	Capital	\$155.78
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2032-1204-2011-55000	Capital	\$658.19
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2032-1205-2011-55000	Capital	\$1,586.00
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2032-1206-2011-55000	Capital	\$34.56
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2032-1207-2011-54000	Operation	<u>\$1,161.33</u>
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Total		\$3,599.07
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To appropriate interest and sale of material receipts for the month of July 2010. (Document Received)

25. Discussion and possible on Resolution SOPP 2-11: Cash fund appropriation for Sale of Property Proceeds Fund 2050 as follows:

2050-1200-2011-55000	Capital	\$.04
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To appropriate interest receipts for the month of July 2010. (Document Received)

26. Discussion and possible action on Resolution EB 3-11: Cash fund appropriation for Employee Benefits Fund 4010 as follows:

4010-0001-2011-54000	Operation	\$181,421.99
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To appropriate receipts for the month of July 2010. (Document Received.)

27. Discussion and possible action on Resolution EB 4-11: Cash fund appropriation for Employee Benefits 4010-0001-2011-54000 in the amount of \$980,000.00. To appropriate miscellaneous receipts for the month of August contingent upon funds being deposited on August 31, 2010.

28. Discussion and possible action on Resolution WC 2-11: Cash fund appropriation for Worker's Compensation Fund 4020 as follows:

4020-0001-2011-54000	Operation	\$12,494.31
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To appropriate receipts for the month of July 2010. (Document Received)

29. Discussion and possible action on Resolution LL 3-11: Cash fund appropriations for Law Library Fund 6010 as follows:

6010-0001-2011-51000	Salary	\$8,200.00
6010-0001-2011-52000	Benefits	\$1,500.00
6010-0001-2011-54000	Operation	<u>\$36,076.90</u>
Total		\$45,776.90

To appropriate receipts for the month of July 2010. (Document Received)

**SPECIAL REVENUE FUND TRANSFERS**

30. Discussion and possible action on Resolution CCRP 4-11: Transfer of appropriations for County Clerk Records Preservation and Management Fund 1152 in the amount of \$175,000.00 as follows:

From 1152-1700-2011-55000	Capital	\$175,000.00
To 1152-1700-2011-54000	Operation	\$175,000.00

Transfer is necessary to align funds in order to encumber professional services to preserve more real estate record books. (Document Received)

31. Discussion and possible action on Resolution SSR 5-11: Transfer of appropriations for Sheriff Special Revenue Fund 1161 in the amount of \$20,675.00 as follows:

From 1161-5113-2011-55000	Capital	\$20,000.00
From 1161-5174-2011-51000	Salary	<u>\$675.00</u>
Total		\$20,675.00
To 1161-5113-2011-54000	Operation	\$20,000.00
To 1161-5174-2011-52000	Benefits	<u>\$675.00</u>
Total		\$20,675.00

Transfers are necessary for the daily operation of the Sheriff's department.

**CARRY-OVER APPROPRIATIONS FOR SPECIAL REVENUE APPROPRIATIONS**

32. Discussion and possible action on Resolution CCLF 4-11: Carry-over appropriations for County Clerk Lien Fee Fund 1150 in the amount of \$6,380.73. To carry forward appropriations from FY 2009-10 to the current fiscal year. (Document Received)
33. Discussion and possible action on Resolution UCC 4-11: Carry-over appropriations for County Clerk's Uniform Commercial Code Fund 1151 in the amount of \$90,825.15. To carry forward appropriations from FY 2009-10 to the current fiscal year. (Document Received)
34. Discussion and possible action on Resolution CCRP 5-11: Carry-over appropriations for County Clerk's Records Preservation and Management Fund 1152 in the amount of \$111,616.78. To carry forward appropriations from FY 2009-10 to the current fiscal year. (Document Received)
35. Discussion and possible action on Resolution HWY 5-11: Carry-over appropriations for Highway Cash District No. 3, 9300 in the amount of \$265,955.54. To carry forward funds from fiscal year 2009-10 to the current fiscal year. (Document Received)

### End of Consent Docket

36. Discussion and possible action regarding the Monthly Financial Report to be presented by Kelly Henley, County Clerk's Budget Analyst. This item requested byCarolynn Caudill, County Clerk and secretary to the Board.
37. Discussion and possible action to approve employee payroll deducted monthly fitness dues with All American Fitness. This item is requested by John Whetsel, County Sheriff and member of the Board. (Document Received)
38. Discussion and possible action regarding a revised or updated County Handbook and the establishment of a committee to work on and prepare the Handbook with the review of the District Attorney and State Auditor and Inspector's office for their input and approval. This item requested by Carolynn Caudill, County Clerk and secretary to the Board.
39. Discussion on presentation by Stacey Trumbo, County Engineer on a Space Study for Oklahoma County. This item requested by Stacey Trumbo, County Engineer.
40. Discussion and possible action regarding Kronos Software presentation and demonstration.
41. Discussion and possible action on update from the Health and Wellness Committee. This committee was requested to give monthly updates to the Budget Board. This item request by Jane Gaston and Dan Matthews Co-Chairs of the Committee.
42. Discussion and possible action to recommend to the Board of County Commissioners to amend the current Holiday schedule for 2010 to comply with the State Statutes, Title 24, Chapter 2, Section 82.1, which goes into effect November 1, 2010. (Document Received)
43. Discussion and possible action to add a line item to the Capital Improvement-Regular list of projects for repair to the OSU Extension Center soffit and fascia. This item has been requested for funding for the past three years and has been denied. The soffit is now in deplorable condition with holes and ripped out portions in several areas. There is \$15,067.93 available cash for projects in the Capital Improvement-Regular 2010 fund as of the Monthly Financial Report ending July 31, 2010. Facilities Management request the \$15,067.93 be designated for repairs to the soffit and fascia at the OSU Extension Center facility. This item requested by Mark Stephens, Facilities Management Director.
44. Executive Session for the purpose of discussing the following:
  - A. Pursuant to Title 25 O.S. §307 (B) (4), discussion regarding confidential communications between the Board and its attorney concerning a pending investigation, claim, or action of James McElroy because the Board, with the advice of its attorney, has determined that disclosure would seriously impair the

ability of the Board to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest.

- B. Pursuant to Title 25 O. S. § 307 B. 4, for confidential communications between the Board and its attorney concerning a pending investigation, claims or action of Christopher Bowles, because the Board, with the advice of its attorney, has determined that disclosure would seriously impair the ability of the Board to process the claim or conduct a pending investigation litigation, or proceeding in the public interest.
45. Action regarding the confidential communications between the Board and its attorney concerning a pending investigation, claim or action of James McElroy.
46. Action regarding the confidential communications between the Board and its attorney concerning a pending investigation, claim or action of Christopher Bowles.
47. Board Comments/ Comments from the Elected Officials.
48. Citizens' participation. Any citizen wishing to address the Oklahoma County Budget Board on an Agenda Item may do so at this time.
49. New Business. In accordance with the open Meetings Act, Section, 311.9, New Business is defined, as "any matter not known about or which could not have been reasonably foreseen prior to the time of posting the Agenda."
50. Adjourn the meeting at \_\_\_\_\_ until the next meeting.

NAME OF PERSON REPORTING: CAROLYNN CAUDILL, COUNTY CLERK

TITLE: SECRETARY TO THE OKLAHOMA COUNTY BUDGET BOARD

SIGNATURE: CAROLYNN CAUDILL, BY *Karen Prince* Deputy