

**City of Choctaw**  
**Retreat of the City Council/Board of Trustees - Special No. 06**  
**March 5, 2020 @ 12:00pm**  
**EOC Tech Center, 4601 N Choctaw Road**  
**Choctaw, Oklahoma 73020**

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**MINUTES**

1. Call to Order by the Mayor @ 12:09 pm

**Roll Call:**

7      **Present:**      **Chad Williams; Mike Birdsong; Jeannie Abts; Roger Malone;**  
**Steve Krieske; Dale Gill; Randy Ross**

0      **Absent:**      **None**

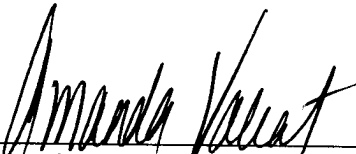
**Staff Present:**      **Ed Brown, City Manager/Executive Director;**  
**Amanda Valent/City Clerk**

2. Strategic Planning session facilitated by EOC Tech Staff.

**The City Council/Board of Trustees and the City Manager/Executive Director discussed City of Choctaw Strategic Planning and Goal Setting items to assist in identifying priorities and direction establishing guidance in the accomplishment of those priorities. The full report of that session is made a part of these minutes.**

3. Adjournment:  
**Adjourned @ 3:51pm.**

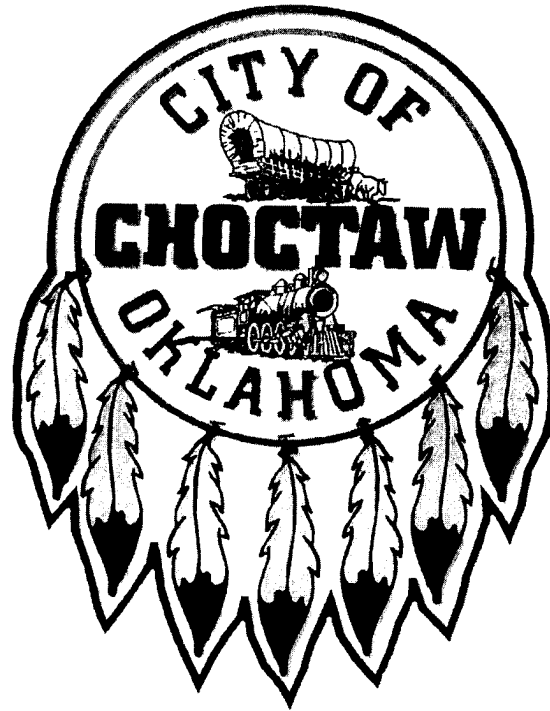
**ATTEST:**

  
\_\_\_\_\_  
Amanda Valent, City Clerk



**CITY OF CHOCTAW, OK**

  
\_\_\_\_\_  
Randy Ross, Mayor



City of Choctaw, Oklahoma  
Council Retreat  
March 5, 2020



Facilitated by:

Milissa Ellefson

Eastern Oklahoma County Tech Center

## City of Choctaw Vision

***“Living in a Great City is not just a Right, it’s a Responsibility”***

City Council Members and the Mayor held a Council Retreat conducted by Eastern Oklahoma County Tech Center on March 5, 2020. In attendance and participating at this meeting were Mayor Randy Ross, Council Members, Chad Williams, Mike Birdsong, Jeannie Abts, Roger Malone, Steve Krieske, Dale Gill, and City Manager Ed Brown.

The Council Retreat assisted Council in identifying priorities and direction and establishing guidance to Staff in the accomplishment of those priorities. The process is beneficial in achieving Council effectiveness by assisting policy leaders in developing future focus, identifying issues and opportunities facing the community, setting strategic directions and determining priorities.

## **Values**

The following were identified as values that help guide City Services, Policies, Finances and Operations:

- Quality of our Community and our Neighborhoods
- Safety in the Community
- Creating a positive opportunity for progress in Choctaw
- Maintaining a hometown feel
- Good government stewardship
- Shared Vision

## **City of Choctaw Strategic Plan**

The following were identified as top priorities that help guide City Services, Policies, Finances and Operations:

- Roads
- Utilities
- Community
- Public Safety
- Economic Development

## Focus Areas

City Manager, Ed Brown, reviewed focus areas for initiatives and consideration:

- Financial Ecosystem
  - Tax Increment Financing (TIF) District
    - Allocation of current TIF monies
    - FY 2023 TIF payoff at which point in time that money will go back to the General Fund
    - \$9.075M cap in the TIF district
    - TIF monies can only be spent within the designated TIF district
  - Dedicated Sales Tax
    - Breakdown of the 4.25% sales tax
    - Portion of the sales tax generated transferred to CUA to help CUA fund
  - General Fund
    - '7 Notes paid out of the general fund
    - 2019 Reserve Ordinance passed to set a reserve amount to plan for the future
  - Employees
    - 68 FT employees in the City of Choctaw including Fire and Police
    - Only 25 employees in Administration, Public Works, Parks, Water/Sewer
    - Choctaw is under the per capita employee standard state wide
- Council Roles/Manager Roles – David Weatherford, City of Sand Springs
  - Role of Elected Officials

- Long term planning for the City
  - No power individually
- Role of City Manager
  - Day to Day operations
  - Personnel
- Ordinance – Water and Sewer Development Fee
  - Ordinance originally passed in 1985 addressing water and sewer impact fees
  - Currently charging those not tying onto system and not charging those tying onto the system
    - Charges to be amended to only charge those tying onto the system
  - Credits for off-site improvements to be removed from regulations
- Council Member Social Media Policy
  - Facebook and social media a useful tool for cities when used properly
  - Council Member Social Media Policy to be sent to City Attorney for review and presentation at the April 7, 2020 regular meeting
  - Need for a Communications staff member
    - City Manager to create job description and proceed with hiring Communication Staff Member