Fund Structure and Budget Reform Committee Minutes

Special Meeting

November 20, 2025

1. **Call to Order**

Committee Chair, Mark Nash, called the special meeting of the Fund Structure and Budget Reform Committee to order at 8:00 A.M., Thursday, November 20, 2025, in the City Council Chambers located at 22 E. Main St. in Edmond, Oklahoma. The agenda for this meeting was posted in City Hall on November 17 , 2025, at 3:05 P.M.

Members Present: Mark Nash, Preston Watterson, Cody Boyd, Ex-Officio Kathy Panas, Ex-Officio Ross VanderHamm, Taylor Wilson, Rick McCune, Jill Castilla

Members Absent: Laura Sheriff

2. **Presentation and Discussion of KickingBird Golf Reserves and Potential Plans for the Reserves Moving Forward.**

Brian Soerensen, Director of Golf, presented to the committee that KickingBird has $2.1 million in unrestricted fund balance and is looking at moving that into restricted funds to be used for specific purposes. He suggested four funds: Emergency Reserve fund (4 mo. Operational revenue), Restaurant Improvements & Maintenance Funds, Building Improvements & Maintenance Funds, and Operational Improvements & Maintenance Funds.

Committee member Nash thanked Brian for bringing this to the committee to discuss how the committee thinks requests like this should be handled.

Brian noted that he would be okay with two funds, one an emergency fund and a maintenance fund.

Committee member Castilla agreed with Committee member Nash to have some flexibility within the funds for KickingBird.

Committee member Boyd commented that asset reservation and replacement are important, and he believes that two funds(Emergency Fund and Maintenance Fund) could work well. It was also recommended to have a long-term capital plan for all projects needed should that ever need to be presented to Council.

Brian commented that he would take the feedback back to the KickingBird Golf Advisory Board to get their thoughts.

Committee member Wilson noted that he appreciated Brian's insight and had a question wondered what the strategy for the fund is was when City Council originally approved these funds.

3. **Consideration of Approval of Meeting Minutes from the Fund Structure and Budget Reform Committee Meeting held October 9th, 2025.**

Motion by Cody Boyd, seconded by Taylor Wilson to approve the meeting minutes from October 9, 2025.

Motion passed unanimously.

4. Discussion and Consideration of the Budget Fund and Object Code Structure.

Kathy Panas described the current funds the city has and a bit about what each is.

Committee member Nash asked about Other Enterprise Funds and if it was possible to group those altogether.

Kathy explained that 570 is for Golf and the others like 570000 and 570700 are all divisions of golf. What is included in the packet is more detailed for the presentation to this committee, but when it's presented to the public it is rolled up all under 570.

Committee member Boyd asked if some of the Special Revenue Funds, once depleted and audited, if those are removed by City Council. Kathy said that they don't go to Council, but the fund (like ARPA for example) could be exhausted.

Committee member Castilla even if funds are exhausted it will still exist to hold the history should anyone need to go back and look.

Committee member Boyd exited the room and returned at 8:30 a.m.

Committee member Castilla commented that she agrees with having flexibility but having clarity on what things are to be used for.

Committee member Nash would like to see the money transferred from their operating fund to a separate fund at the end of the year so everyone can see how much cash is sitting there.

Committee member Wilson noted that the transparency between restricted and nonrestricted funds are needed.

Committee member Nash noted that we should be moving surpluses that aren't going to be used for cash flow into two different funds.

Committee member Castilla noted that It is confusing how we have it listed because it's hard to differentiate between certain things.

5. Discussion and Review of Budget Transfer Policy.

Committee member Nash stated that the City Council took Oklahoma City's budget policy and adopted a temporary one. Multiple committee members noted that they agreed with moving forward with a permanent policy with percentages. Staff will add percentages back in and bring forth to the next meeting

6. **Discussion of Resolution 27-25 and Recommendation Report to be Presented to the City Council at the December 8, 2025 Meeting.**

Members of the committee agreed that there were more meetings needed prior to preparing a report to present to City Council. The committee will meet again on December 4, 2025, at 8:00 a.m.

7. **Adjournment.**
Motion by Jill Castilla, seconded by Rick McCune to adjourn the Fund Structure and Budget Reform Committee meeting.

Motion passed unanimously.

Mark A. Nash, Fund Structure and Budget
Reform Committee Chairperson