



DOWNTOWN
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CITY OF ADA REPORT

MARCH 2024



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Angie Stout, Interim City Manager

WELCOME

Mayor and Council Members,

We are so excited to kick off the first edition of the City of Ada Report, a new tool for reporting and providing transparency to you. Within this report you will find short yet informative updates from each of our city departments. Our hope is to keep you informed on the many outstanding projects and services our staff is providing to our community. As you are well aware, staff hit the ground running in 2024, and January and February proved to be very productive months. Budget preparation has officially begun, and staff is diligently preparing for the upcoming fiscal year. We have identified new strategies to assist in budget preparation including utilizing technology as well as staff training. Speaking of training, thank you for participating in the OMAG staff and Council training. OMAG provided great information on best practices within municipalities, and we are already putting the suggestions in place. I must take this opportunity to brag on our staff and the way they have worked together as a team during this transitional period. Every department has been intentional in improving communication among staff and with the public, analyzing business processes and discovering ways to be more efficient, and improving service delivery to the citizens of this community.

I look forward to watching the “City of Ada Report” evolve and hopefully become a long-standing document that provides a wealth of information to you and the public.

Thank you for serving this great community!

Angie Stout

Angie Stout, Interim City Manager



DIRECTOR: CARL TURNER

FINANCE DEPARTMENT



Carl earned his BS in accounting and his MBA from Southeastern Louisiana University with a concentration in accounting.

His skills and expertise include C-Suite Financial Management, Budgeting, Financial Analysis, Business Metrics, Organization Process and Workflow, and Strategic Planning.

Carl has previously worked as the Executive Director of Finance at Mercy Hospital in Ada and as Operational Performance and Analysis Advisor for the Chickasaw Nation Department of Commerce.

Finance Departments:

- City Clerk
- Utilities
- Purchasing
- Court Clerk



FEBRUARY 2024 SALES TAX

\$1,589,823.45

(derived from December sales)
-4.74% compared to February 2023.

PROPOSITION ONE SALES TAX
\$2,132,820.65

PROPOSITION TWO SALES TAX
\$710,940.22

Collected between 7/1/23 - 1/31/24

PENNY 2 SALES TAX COMPLETED PROJECTS

Wintersmith Aquatic Center

\$5,274,908

Glenwood Aquatic Center

\$4,133,682

Irving Community Center

\$4,993,725

PENNY 3 SALES TAX

Sales tax is offset by two months.

Collection numbers will be available
mid-March 2024.

HUMAN RESOURCES



Jana graduated from Southern Nazarene University in Bethany, Oklahoma with a bachelor of science degree in business administration. She earned two National HR Certifications, Professional in Human Resources (PHR) and Society of Human Resources Management (SHRM-CP). She is also a Home Health Administrator with the State of Oklahoma.

Employment experiences have given Jana a well-rounded human resources knowledge regarding the practice of human resources. Her employment has included health administration which encompasses all aspects of HR, Joint Commission Standards compliance, Policy and Procedures development, and Medicare Conditions or Participation (COP's).

JANUARY 2024

Open positions:

Communications Dispatcher
Construction Worker I or II
Line Maintenance Worker I
Human Resources Assistant II
Probationary Police Officer
Street Maintenance Worker I or II
Utilities Customer Service Clerk, I or II
Building Official/Building Inspector
Code Enforcement Assistant
Recreation Assistant I

NEW HIRES

Derrek Thompson-Utilities Clerk II
Marcus Phillips-Construction Worker I
Roy Fruen-Line Maintenance Worker I

TRANSFERS

Construction

Leston Long-Construction HEO
Joe Taylor-Construction HEO

Driver

Michael Woods-Sanitation HEO
Rex Harrison-Sanitation HEO
Eddie Kinstner-Sanitation HEO

Ada Police Department

Tracy Jackson-Chief
Jason Mosley-Assistant Chief

(HEO) - Heavy Equipment Operator

DIRECTOR: STACI BUNGARD

COMMUNITY DEVELOPMENT

Community Development Employees

- Office Manager
- (2) Building Inspectors/Code Officers
- (1) PT P&Z Coordinator

The Community Development Department provides one-stop service for commercial and residential development by bringing together the professionals needed to streamline the process of zoning, platting, site plan and plan reviews, permits, inspections and the enforcement of public nuisances.

What's new in Community Development:

- Established a project review team, and with other departments review new development.
- Contracted with Freese and Nichols for Housing and Neighborhood Plans.
- Created and implemented a Dilapidated Housing Policy (coordinated with legal, DA's Office, Fire Department, and Police).
- In 2023, 44 houses have been torn down or rehabbed because of the new Dilapidated Housing Policy, and the goal for 2024 is even higher.



OUR SERVICE

Staci grew up in Eastern Montana and attended high school at Garfield County in Jordan, Montana. She graduated from Rocky Mountain College with a political science degree and holds a master's degree in public administration from Bozeman University.

She has 15+ years of job experience and has worked in Montana, Wyoming, South Dakota, and Oklahoma. The focus of her career has been on Planning and Zoning with both long-range and current planning.

Achievements include updating the Comprehensive Plan in both Gillette, Wyoming and Brookings, South Dakota. Staci is responsible for numerous ordinance amendments, and has worked on large commercial, residential, historic, and mixed-use projects.

PUBLIC WORKS

- Ada Regional Airport
- Line Maintenance
- Water and Wastewater Plants
- Streets/Signals
- Construction
- Sanitation/Landfill/Recycling
- Fleet Management
- Public Works

There are 109 employees in the Public Works Department. This is the largest department within the City of Ada.

The PW Department is responsible for more than 170 center line street miles, more than 270 miles of water line, and more than 250 miles of sanitary sewer line.

In the last six months, PW has completed:

44,883 linear feet (Striping)

747 repairs (Potholes)

86,601 square yards micro-surfacing (resurfacing)

2,805 tons (Asphalt Road Repair)

1,440 cubic yards concrete (for road repair)

6,075 linear feet of new sewer line (Pipe Bursting)



Jason grew up in Ft. Worth, Texas and graduated from Castleberry High School in 1990. He attended Colorado State University and studied project management with an emphasis on construction project management and construction materials.

He has more than 30 years of experience working in construction and project management. He began as an entry level construction worker in high school, continued through college and started his own construction company in 2000.

In 2002, he moved his family and business to Ada. His company focused on commercial construction such as remodeling schools, office buildings, and industrial parks. He sold the company in 2018.

He later worked as Assistant Public Works Director for the City of Ada and became Public Works Director in 2021.

DIRECTOR: TOMMY EATON

PARKS AND PUBLIC FACILITIES



Tommy spent 24 years in education as a basketball coach, teacher, alternative education director, elementary principal, district principal, as well as seven years as a school superintendent.

As a superintendent, he was tasked with developing and managing local, state, and federal funds to ensure sound auditing principles.

Tommy holds a bachelor's degree in education from ECU, and a master's degree in administration. He holds certificates in Oklahoma as a certified teacher, principal and superintendent.

He has been with the City of Ada for the past four years as the Parks and Public Facilities Director and has gained valuable knowledge managing budget and staff for six departments within parks and public facilities.

The Parks and Public Facilities Departments include:

- Ada Public Library
- Irving Community Center
- Recreation Department
- Rosedale Cemetery
- Parks Department
- General Maintenance

The Irving Community Center opened in 2019. Average daily attendance in 2023 was 150. Each month, there are 40-60 various activities offered. **Multiple seniors have said the ICC has been a life saver since they lost their spouse.**

In 2023, the Sports Complex has had over 1,500 participants in various leagues. The recreation staff hosted 14 tournaments, with over 2,400 players in attendance.

25,200 people passed through both aquatic centers (WAC and GAC) in 2023.

More than 22,000 visitors enjoyed the Christmas lights at Wintersmith and downtown Ada during the 2023 holiday season.

Rosedale Cemetery had 96 burials in 2023.

In 2023, the Ada Public Library saw an annual circulation of 136,000 (10,000 juvenile items during the summer and 24% adult circulation in large print. The library hosted 267 youth/juvenile programs with 3,800 attendees, and 276 adult programs with 4,100 in attendance.

DIRECTOR: BEN MCFARLANE

INFORMATION TECHNOLOGY

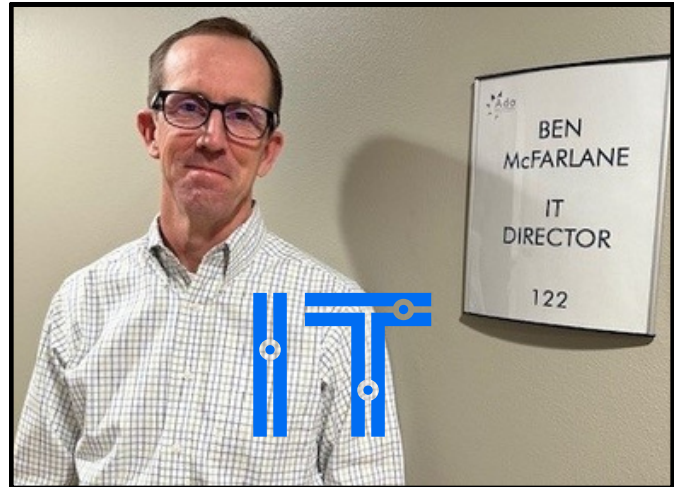
IT Employees

- Two desktop support employees
- One network/security administrator
- * One business analyst

IT Responsibilities:

- Desktop Support
- Network Security
- Application and Data Securities
- Documenting and Streamlining Business Processes
- Application Development
- Software for Community Development
- Website/Agenda/Citizen Portal

Each completed task will have a positive impact on the level of service provided to citizens.



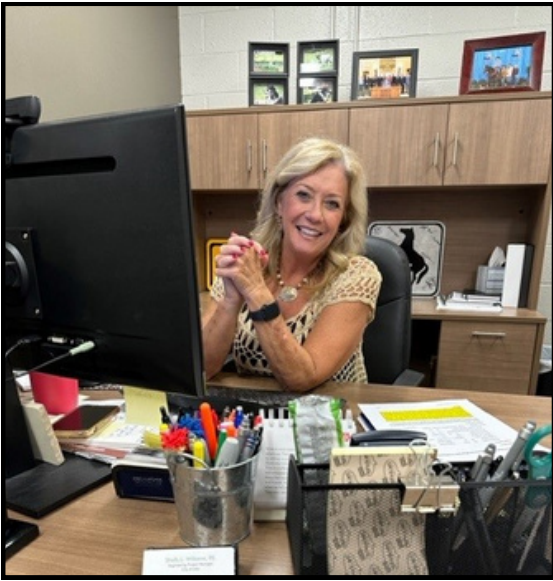
Ben grew up in Ada and graduated from Ada High School. He holds a bachelor's degree in business administration from the University of Oklahoma and majored in management information systems (MIS).

He was an Enterprise software developer for more than 25 years and worked with Compaq Computers, Dell Computers, and Hewlett Packard.

During his time as a software developer, he worked in several areas including financial, manufacturing, SLED, emergency management, Homeland Security, and e-commerce. He worked with companies such as Russell Sports, Pfizer, Postal Inspection Service, and New York City.

He joined the City of Ada as IT Director in 2020.

ENGINEERING



ENGINEERING PROJECT MANAGER

Shelly grew up in Ada and attended Ada High School. She received a business administration degree from East Central University, and later a degree in civil engineering from the University of Oklahoma.

She worked for (ODOT) Oklahoma Department of Transportation for 32 years and retired as the Local Government Division Engineer. She oversaw more than \$300 million in city and county projects annually.

Shelly was hired by the City of Ada in 2023 as Engineering Project Manager. Her department acts as support staff to all departments, but primarily assists Public Works, offering solutions and engineering judgement surrounding various issues or concerns over the different issues within the city. This includes water, wastewater, storm water drainage, and transportation.

Michael grew up in Hobart, Oklahoma and later attended Oklahoma State University where he received a degree in civil engineering. While in college, he accepted an internship with the City of Ada and was tasked with building a water model for the potable distribution system.

After college, Michael was offered a full-time position with the City of Ada as an Engineering Intern. He passed the exam and became a P.E. in 2021 and was promoted to City Engineer.

After eight years with the COA, his main focus is more technical in nature with duties including private development review, city utility planning and design, and coordination/compliance with regulatory agencies.



CITY ENGINEER

SAFETY AND COMPLIANCE



Jason grew up in Sulphur, Oklahoma and received an A.S., A.A.S in police science at Oklahoma State University.

He is advanced C.L.E.E.T. certified and holds numerous certifications in law enforcement. Jason is a qualified instructor in several fields and holds numerous safety certifications.

He worked for 14 years as an officer with the Sulphur Police Department, two years with the Noble Police Department, and seven years with the Ada Police Department (retired from OPPRS). After that, he worked for two years with the State of Oklahoma Highway Patrol.

He joined the City of Ada once again in 2019 as the Safety and Compliance/Emergency Management Director.

GOAL

Safety and compliance for all City of Ada employees.

EMPLOYEE SAFETY

- Evaluates working conditions
- Performs Safety assessments
- Provides Training
- Updates emergency action plans

TESTING

Jason is responsible for employee quarterly drug testing and quarterly trainings.

EMERGENCY ACTION

- Completes Hazard Mitigation action items
- Reviews and updates emergency operations plan



ADA FIRE DEPARTMENT

RESPONSIBILITIES

Plan, direct, manage and oversee the activities and operations of the fire department.

EMPLOYEES

- **30 full-time firefighters**
- **One administrative employee.**

TOP 13%

The current classification for the City of Ada is a Public Protection Class (PPC) 2. This puts the Ada Fire Department in the top 13% of fire departments across the nation.

RESPONSES IN 2023

- **106 - FIRES**
- **1 - NO FIRE**
- **538 - RESCUE & EMERGENCY**
- **133 - HAZARDOUS CONDITIONS**
- **111 - SERVICE CALLS**
- **240 - GOOD INTENT CALLS**
- **144 - FALSE ALARM CALLS**
- **2 - SEVERE WEATHER**
- **1 - SPECIAL INCIDENT TYPE**



Rob grew up in Ada and graduated from Byng High School. He attended East Central University for three years majoring in criminal justice when he accepted a job with the Ada Fire Department in 1993. He recently celebrated his 30th work anniversary.

He was promoted to Captain in 2002, Assistant Chief in 2008, and became Captain of the department in 2015.

Rob has received hundreds of hours of training through the Oklahoma State University Fire Service Training starting with basic firefighter fundamentals to more advanced fire, medical, rescue, incident command, incident management, arson, inspection, leadership, and officer courses.

ADA POLICE DEPARTMENT



Tracy grew up in Ada and attended Byng High School. He graduated from East Central University and holds basic, intermediate, and advanced LE certifications from C.L.E.E.T.

He began working for the City of Ada in 1994 as a jailer/dispatcher. He became a patrolman for the Ada Police Department in 1995. He served as a detective in 2003 and was promoted to detective sergeant in 2006 and detective captain in 2014. In 2015, Tracy became assistant chief and was promoted to chief of the department in 2024.

Tracy is also a C.L.E.E.T. certified instructor of firearms, SFST (standardized field sobriety testing), ALERRT (advanced law enforcement rapid response training), police mountain bike patrol, COPS curriculum, S.W.A.T. (CIRT member) and holds several levels of National Incident Management System (NIMS) certifications.

GOAL

To protect and serve the citizens of Ada.

TAKE HOME CARS

In 2021, the Ada Police Department implemented a take home car program. The goal is to ensure each officer has a take home car in the next fiscal year.

JANUARY RESPONSES

- **3,030 - CALLS**
- **77 - ARRESTS**
- **180 - CITATIONS**
- **166 - TRANSIENTS**
- **11 - EOD TRANSPORTS**



PONTOTOC COUNTY CENTRAL DISPATCH 911

MISSION

To enhance public safety by providing the most reliable, efficient, and clear communication to every agency, department, and citizen in Pontotoc County.

911 DISPATCHERS

- 10 FULL-TIME
- 1 PART -TIME

2023 CALLS FOR SERVICE

18,877
911 CALLS

53,308
ADMINISTRATIVE
CALLS

18,264
OUTGOING CALLS



Danny grew up in Ada and attended Byng High School. He received a bachelor's degree in physical education from ECU, and later a master's degree in school administration.

He has worked in many different fields throughout his life including five years in retail, seven years as a mechanic, 21 years as an Ada Firefighter, and over 30 years operating a small business.

Danny has been the 911 Director for the last five years.

