

CITY OF SAPULPA, OKLAHOMA
COUNCIL PROCEEDINGS
Special Meeting of June 24, 2019

The City Council of Sapulpa, Oklahoma, met in special session Monday, June 24, 2019, at 7:00 o'clock P.M. in the City Hall Council Chambers, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Present: Reg Green, Mayor
Louis Martin, Jr., Vice-Mayor
John Anderson, Councilor
Bruce Bledsoe, Councilor
Marty Cummins, Councilor
Carla Gunn, Councilor
Hugo Naifeh, Councilor

Absent: Wes Galloway, Councilor
Craig Henderson, Councilor
John Suggs, Councilor

Staff Present: Joan Riley, City Manager; Pam Vann, City Treasurer / Finance Director; David Widdoes, City Attorney; Shirley Burzio, City Clerk

1. ADMINISTRATION.

- A.** Motion was made by Vice-Mayor Louis Martin, seconded by Councilor Hugo Naifeh, to approve the adoption of a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 Grants and Aid Fund annual budget by increasing revenues in the amount of \$72,550.00 and appropriations in the amount of \$55,627.00 to recognize donations and grant revenue from the Federal Emergency Management Agency (FEMA) to be used for training. (Resolution No. 4580)

AYE: Reg Green, Louis Martin, Jr., John Anderson, Bruce Bledsoe, Marty Cummins, Hugo Naifeh

Vote: 6 - 0 MOTION CARRIED

B. LIABILITY POLICY REVIEW:

1. A video was shown to the council explaining the declaration pages and explanation of liability insurance coverage provided by the Oklahoma Municipal Assurance Group. No action was taken by the council.

C. CITY COUNCIL HANDBOOK:

1. City Council Handbooks were provided to each councilor. City Attorney David Widdoes explained the purpose of the handbook. There was no action taken by the council.

Councilor Carla Gunn arrived at the council meeting at 5:23 o'clock P.M.

D. ANNUAL BOARD TRAINING:

1. Mr. Bill Tackett and Mr. David Weatherford, Oklahoma Municipal Assurance Group representatives, provided the training to the council. There was no action taken by the council.

Mayor Reg Green departed from the meeting at 5:45 o'clock P.M.

E. ANNUAL STABILITY TEST:

1. Each councilor present participated in an Annual Stability Test. Results of the test to be provided by OMAG to city staff. No action was taken by the council.

F. RESOLUTION FOR OMAG RECOGNITION PROGRAM:

1. There was no resolution presented for participation in the Oklahoma Municipal Assurance Group (OMAG) Recognition Program. The resolution will be presented for consideration at the next council meeting. There was no action taken by the council.

2. ADJOURNMENT.

There being no further business to consider, motion was made by Councilor Hugo Naifeh, seconded by Councilor John Anderson, to adjourn the meeting.

AYE: Louis Martin, Jr., John Anderson, Bruce Bledsoe, Marty Cummins,
Carla Gunn, Hugo Naifeh

Vote: 6 - 0 MOTION CARRIED

Mayor

Attest:

City Clerk



AGENDA ITEM

Administration 2.A.

City Council Special Meeting

Meeting Date: 06/24/2019

Submitted By: Pam Vann, Finance Director

Department: Finance

Presented By: Pam Vann

SUBJECT:

Discuss and consider a Resolution of the City of Sapulpa, Oklahoma, amending the FY 2018-2019 Grants and Aid Fund annual budget by increasing revenues in the amount of \$72,550.00 and appropriations in the amount of \$55,627.00 to recognize donations and grant revenue from the Federal Emergency Management Agency (FEMA) to be used for training.

BACKGROUND:

City Council previously accepted a grant from FEMA in the total amount of \$293,191.00 with a required match of \$29,319.00 for a total amount of \$322,510.00. These funds are to be used for rescue and hazmat training including the cost of callback pay required. A previous resolution appropriated funds for the rescue training but the funds for the hazmat training have not been appropriated. At this time the costs of the hazmat training has been estimated at \$55,627.00 with FEMA funding of \$50,064.00.

The city has received donations in the amount of \$25,627.00 for both the rescue and hazmat training that has not been recognized. At this time the donations and the grant funds should be recognized and appropriated for the purpose of hazmat training.

RECOMMENDATION:

Staff recommends approval of the resolution.

Attachments

Resolution #4580

Grants & Aid Fund Resolution for FEMA grant-062419

Grants & Aid Budget adjustment for FEMA Grant-062419

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF SAPULPA, OKLAHOMA AMENDING THE FY 2018-2019 GRANTS AND AID FUND ANNUAL BUDGET BY INCREASING REVENUES IN THE AMOUNT OF \$72,550.00 AND APPROPRIATIONS IN THE AMOUNT OF \$55,627.00 TO RECOGNIZE DONATIONS AND GRANT REVENUE FROM THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) TO BE USED FOR TRAINING.

WHEREAS, the City of Sapulpa, Oklahoma received a grant award from FEMA in the total amount of \$293,191.00 with a required match of \$29,319.00 for a total cost of \$322,510.00; and

WHEREAS, the funds will be used for rescue and hazmat training including the costs of callback pay required; and

WHEREAS, the funds for the rescue training have been previously appropriated; and

WHEREAS, at this time the costs of the hazmat training have been estimated at \$55,627.00 with the FEMA share of \$50,064.00; and

WHEREAS, the City has received donations in the amount of \$22,486.00 for both the rescue and hazmat training,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Sapulpa, Oklahoma, that the following budget amendment be made:

GRANTS AND AID FUND

(Increase)	60-4082 Donations	\$22,486.00
(Increase)	60-4385 Grant: FEMA (Fire)	<u>50,064.00</u>
	Total Revenues Increase:	\$72,550.00

(Increase)	60-585-108 Call-Back Pay	\$ 25,627.00
(Increase)	60-585-301 Training & Travel	<u>30,000.00</u>
	Total Appropriations Increase:	\$55,627.00

PASSED BY THE CITY COUNCIL FOR THE CITY OF SAPULPA,
OKLAHOMA and signed by the Mayor this 24th of June 2019.

Reg Green, Mayor

ATTEST:

Shirley Burzio, City Clerk

David Widdoes, City Attorney

BUDGET TRANSFER REQUEST

DEPARTMENT	Department Head Signature	Date Requested
Grants		6/24/2019

To recognize grant award from FEMA,
allocate funds for training, and recognize donation revenue

RESOLUTION #

Account #	Account Name	Amount Budgeted	Amount of Increase	Amount of Decrease	Adjusted Budget
60-4082	Donations	\$1,536,900	\$22,486		\$1,559,386
60-4385	Grant: FEMA (Fire)	\$101,701	\$50,064		\$151,765
60-585-108	Call back	\$75,499	\$25,627		\$101,126
60-585-301	Training & Travel	\$36,200	\$30,000		\$66,200

Date Approved	Finance Director	Date Rejected	Reason

Date Approved	City Manager	Date Rejected	Reason

FY 18-19		Transfer #:	18-