

**NOTICE AND AGENDA FOR A SPECIAL TRAINING SESSION OF  
THE**

**CITY COUNCIL OF SAPULPA, OKLAHOMA**

CITY HALL - 425 EAST DEWEY AVENUE

COUNCIL CHAMBERS, 2<sup>ND</sup> FLOOR

5:00 P.M., MONDAY, JUNE 24<sup>th</sup>, 2019

TAKE NOTICE that a special training session of the City Council of the City of Sapulpa will be held in the Council Chambers of the City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma, at 5:00 o'clock p.m. on Monday, June 24<sup>th</sup>, 2019.

**- AGENDA -**

**1. CALL TO ORDER.**

**2. ADMINISTRATION.**

- A.** 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.

**3. ANNUAL BOARD TRAINING:**

- A.** Consider and participate in Annual Council Training Program as provided by OMAG. This item is for training-purposes only.

**4. CITY COUNCIL HANDBOOK:**

- A.** Consider and discuss acceptance of a City Council Handbook. This item is for training-purposes only.

**5. ANNUAL STABILITY TEST:**

- A.** Consider, discuss, and participate in and review Annual Stability Test and results. This item is for training-purposes only.

**6. LIABILITY POLICY REVIEW:**

- A. Discuss, consider, and participate in review of the Declarations Page and Explanation of Coverage information for the City/ Authority's liability policy with OMAG. This item is for training-purposes only.

7. **RESOLUTION FOR OMAG RECOGNITION PROGRAM:**

- A. Discuss and consider a resolution authorizing participation in the Oklahoma Municipal Assurance Group (OMAG) Recognition Program and consider recommending staff bring the same to Council at its next available regular meeting.

8. **ADJOURNMENT.**

Posted this 20th day of June, 2019 at or before 5:30 p.m., at the Sapulpa City Hall, 425 East Dewey Avenue, Sapulpa, Oklahoma.

Name: *Mikaila Stepp*

Title: *Administrative Assistant*



**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

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**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.

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**Attachments**

Grants & Aid Fund Resolution for FEMA grant-062419

Grants & Aid Budget adjustment for FEMA Grant-062419

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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 24<sup>th</sup> of June 2019.

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Reg Green, Mayor

ATTEST:

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Shirley Burzio, City Clerk

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David Widdoes, City Attorney

