



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | www.cityofcoweta-ok.gov

AGENDA - SPECIAL MEETING

COWETA CITY COUNCIL
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, MARCH 20, 2023 6:30 P.M.

MEETING PROCEDURE: Comments on all scheduled agenda items will be heard immediately following the presentation by staff or the petitioner. Please wait until you are recognized by the Mayor and keep your comments as brief as possible. Individuals addressing the City Council must identify themselves by name prior to making any comments. The City Council will act on an agenda item after comments from staff and the City Council have been heard.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

EVETTE YOUNG _____

HAROLD CHANCE _____

NAOMI HOGUE _____

LOGAN BROWN _____

RANDY WOODWARD _____

IV. OLD BUSINESS

1. PURCHASE OF TEMPORARY QUARTERS

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE PURCHASE OF A LIBERTY MODEL MODULAR LIVING FACILITY FROM THE HOME STORE FOR USE AS TEMPORARY LIVING QUARTERS FOR THE COWETA FIRE DEPARTMENT. (ROGER KOLMAN, CITY MANAGER)

Documents:

[230320 STAFF REPORT LIVING QUARTERS.PDF](#)

2. RESOLUTION 2023-09

DISCUSSION AND POSSIBLE ACTION ON THE ADOPTION OF RESOLUTION 2023-09, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA ADOPTING AMENDMENTS TO THE ANNUAL REVENUES AND APPROPRIATIONS FOR THE BUDGET OF THE CITY OF COWETA, OKLAHOMA FOR THE FISCAL YEAR ENDING JUNE 30, 2023. (JULIE CASTEEN, ASSISTANT CITY MANAGER)

Documents:

[230320-SUPPLEMENTALS - GOVERNMENTAL.PDF](#)

[230320-SUPPLEMENTALS RESO 2023-09-GRANTS FUND.PDF](#)

V. NEW BUSINESS

(Business which was not foreseen prior to the posting of the agenda.)

VI. ADJOURNMENT

IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL BY 9:00 A.M. ON THE DATE OF THE MEETING.



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Mémorandum

To: Honorable Mayor, Members of the City Council
From: Roger Kolman, City Manager
Re: Fire Living Quarters
Date: 3/20/2023

BACKGROUND

In March of 2023, fire staff began having enhanced cases of allergic reactions while working in the fire station. Staff reported such to the Chief who ordered a mold test of the 35 year old facility. The initial and subsequent, more invasive, tests indicated the existence of three main mold species within areas of the fire station. Out of an abundance of caution, fire staff were moved to temporary quarters at the local hotel.

Staff spoke to representatives of the remediation company that performed the tests about the process and potential costs to permanently fix the moisture problems in the building. Their best guess on costs to remediate the issues, including the removal and replacement of the roof and the north wall, was in the “six figures and potentially up to seven figures”. Given the uncertainty as to cost and the need to provide a more stable working and living environment for the fire staff, we recommend abandoning the current station and replacing it with a temporary modular facility until the new Public Safety Facility is complete.

Interim Chief Woodward and two of the fire staff toured several modular facility sales locations and found what they preferred in Muskogee at the Home Store. The preferred modular facility, the Liberty model, is approximately 2,100 square feet and includes four bedrooms, two bathrooms and rooms for offices and a day room. The facility is priced just under \$140,000.

Additional items will need to be acquired to bring the proposed facility into livable conditions, including the extension of electric, water, and sewer to the proposed location. Staff is seeking a \$200,000 budget to acquire, setup and equip the new facility.

STAFF RECOMMENDATION

Staff recommends approval of the purchase of a Liberty Model modular facility from the Home Store in an amount not to exceed \$140,000.

ATTACHMENTS

Modular Facility floor plan

THE HOME STORE

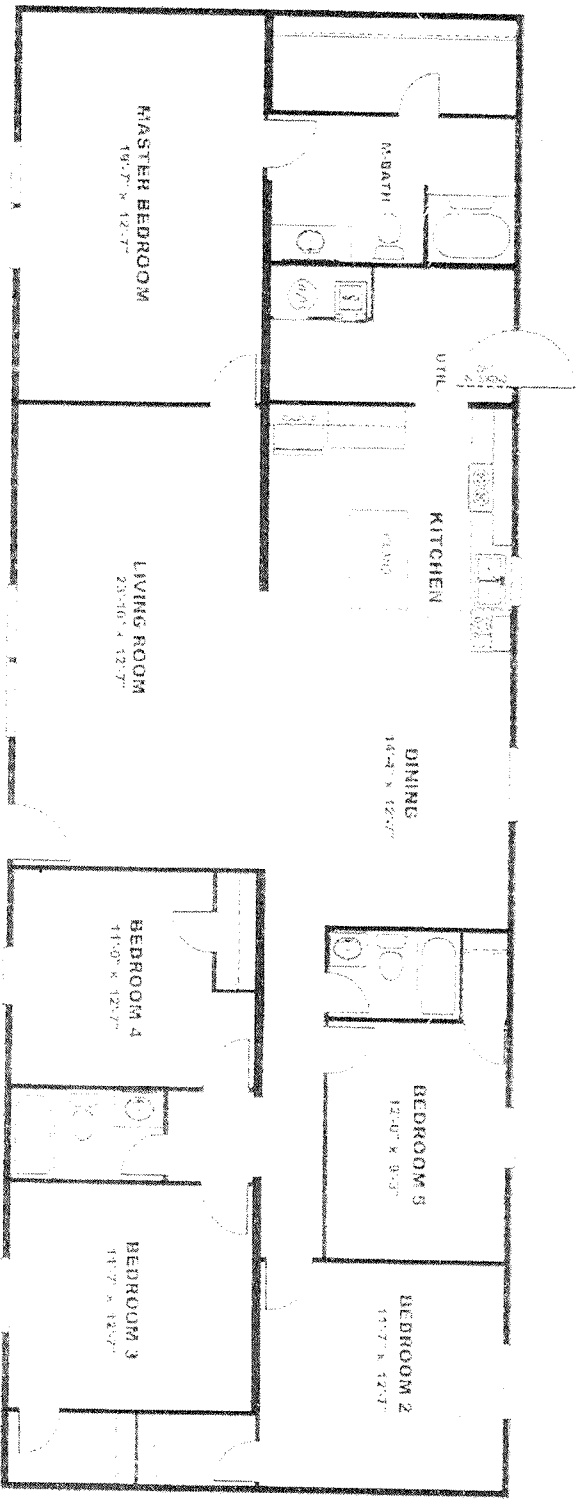
2400 North 32nd St

Muskogee OK 74401

TRIUMPH

918-683-7791

5 bedroom/3 bath 28x76





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Memorandum

To: Honorable Mayor and City Council
From: Julie Casteen, Assistant City Manager
Re: Supplemental Appropriations for Grants Fund
Date: March 20, 2023

BACKGROUND

The purchases needed for the relocation of the Fire Department due to mold issues were not anticipated in the FY23 Budget and must be appropriated. ARPA Grant funds are suitable for the project.

	<u>Supplemental Appropriation</u>	<u>Fund/Dept</u>
<u>Revenues:</u>		
Fund Balance	\$200,000	Grants Fund

	<u>Supplemental Appropriation</u>	<u>Fund/Dept</u>
<u>Expenditures:</u>		
Minor Tools & Equipment	\$3,500	Grants/Fire
Machinery & Equipment	\$41,500	Grants/Fire
Buildings & Improvements	\$155,000	Grants/Fire

STAFF RECOMMENDATION

Staff recommends approval of supplemental appropriations per Resolution 2023-09.

ATTACHMENTS:

Resolution 2023-09

**CITY OF COWETA, OKLAHOMA
RESOLUTION 2023-09**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA, ADOPTING AMENDMENTS TO THE ANNUAL APPROPRIATIONS FOR THE BUDGET OF THE CITY OF COWETA, OKLAHOMA, FOR FISCAL YEAR ENDING JUNE 30, 2023.

WHEREAS, the City of Coweta has expenses for which the budget for fiscal year 2022-2023 exceeds available resources; and

WHEREAS, 62 O.S. Section 310.5 provides that all fund balances reserved for unencumbered appropriations for the prior fiscal year on hand at the close of day September 30, may be appropriated by supplemental appropriation for the current fiscal year; and

WHEREAS, the City of Coweta, Oklahoma desires to make supplemental appropriations for revenue sources and expenditures not appropriated in the budget.

NOW THEREFORE BE IT RESOLVED BY THE COWETA CITY COUNCIL that the following supplemental appropriations be made:

FUND	ACCOUNT #	DESCRIPTION	AMOUNT	REASON FOR EXPENDITURE	FUNDING SOURCE	FUND BALANCE AMOUNT
Grants Fund	20-5204.009	Minor Tools & Equipment	\$3,500	Fire Dept Relocation	Fund balance	\$3,500
	20-5404.009	Machinery & Equipment	41,500	Fire Dept Relocation	Fund balance	\$41,500
	20-5405.009	Buildings & Improvements	155,000	Fire Dept Relocation	Fund balance	\$155,000
Total Grants Fund			\$ 200,000			\$ 200,000

PASSED BY THE CITY COUNCIL FOR THE CITY OF COWETA, OKLAHOMA, and signed by the Mayor this 20th Day of March, 2023.

Evette Young, Mayor

Attest:

Approved as to form:

Julie Casteen, City Clerk

Ronald D. Cates, Trust Attorney