



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

AGENDA - REGULAR MEETING
COWETA CITY COUNCIL

COWETA CITY HALL, 310 S. BROADWAY
MONDAY, APRIL 1, 2024 6:00 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 consider, discuss, and may take action on, approve, adopt, amend, reject, deny, table, or not take action on any item listed on this agenda after comments from staff and the City Council have been heard.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

NAOMI HOGUE_____

HAROLD CHANCE_____

CAROLINE MARTIN_____

JOE CASH_____

RANDY WOODWARD_____

IV. GENERAL CITY COUNCIL COMMENTS

(During the General City Council Comments section of the agenda, the City Council shall make no decision or take any action except as to request the City Manager to schedule the matter for Council discussion at a later date.)

V. PROCLAMATIONS/PRESENTATIONS

1. PROCLAMATION NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

APPROVAL AND AUTHORIZATION FOR THE MAYOR TO SIGN A PROCLAMATION DEDICATING THE WEEK OF APRIL 14-20TH, 2024 AS "NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK". (MIKE BELL, CHIEF OF POLICE)

Documents:

[STAFF REPORT FOR PROCLAMATION.DOCX](#)
[PROCLAMATION 2024.DOCX](#)

VI. CONSENT

(All matters under the "Consent Calendar" are considered by the City Council to be routine and will be enacted by one motion. Any Councilmember may, however, remove an item from consent by

request.)

1. MINUTES OF THE REGULAR MEETING

APPROVAL OF THE MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING ON MARCH 4, 2024.

Documents:

[240304-COUNCIL MINUTES.DOCX](#)

2. MINUTES OF THE SPECIAL MEETING

APPROVAL OF THE MINUTES OF THE COWETA CITY COUNCIL SPECIAL MEETING ON MARCH 11, 2024.

Documents:

[240311-COUNCIL MINUTES- SPECIAL.DOCX](#)

3. MINUTES OF THE SPECIAL MEETING

APPROVAL OF THE MINUTES OF THE COWETA CITY COUNCIL SPECIAL MEETING ON MARCH 18, 2024.

Documents:

[240318-COUNCIL MINUTES- SPECIAL.DOCX](#)

VII. CONSIDER ITEMS REMOVED FROM CONSENT

VIII. ADMINISTRATION

1. CDBG PUBLIC HEARING - SKYVIEW WATER STORAGE TOWER PROJECT

DISCUSS AND CONSIDER ACTION RELATED TO THE FIRST PUBLIC HEARING FOR THE 2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION FOR THE WATER STORAGE TANK REHABILITATION PROJECT FOR THE CITY OF COWETA. (JULIE CASTEEN CITY MANAGER)

2. CDBG APPLICATION - RESOLUTION 2024-09

DISCUSS AND CONSIDER ACTION ON THE ADOPTION OF RESOLUTION 2024-09, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA IN SUPPORT OF THE 2024 CDBG APPLICATION FOR THE WATER STORAGE TANK REHABILITATION PROJECT FOR THE CITY OF COWETA. (JULIE CASTEEN, CITY MANAGER)

Documents:

[2. ATTACH A RESOLUTION COWETA 2024 CDBG.PDF](#)

3. COMMUNITY PARTICIPATION PLAN

DISCUSS AND CONSIDER ACTION ON A COMMUNITY PARTICIPATION PLAN RELATED TO THE 2024 CDBG APPLICATION FOR THE WATER STORAGE TANK REHABILITATION PROJECT FOR THE CITY OF COWETA. (JULIE CASTEEN, CITY MANAGER)

Documents:

[3. ATTACH B CITIZEN PARTICIPATION PLAN COWETA 2024 CDBG.PDF](#)

4. RESOLUTION 2024-06 BANK SIGNATORIES

DISCUSS AND CONSIDER APPROVAL OF RESOLUTION 2024-06, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA APPROVING THE AUTHORIZED SIGNATORIES ON CERTAIN ACCOUNTS HELD BY FIRST NATIONAL BANK OF COWETA. (JULIE

CASTEEN, CITY MANAGER)

Documents:

[240401-STAFF REPORT CITY BANK SIGNATORIES.PDF](#)
[240401-BANK SIGNATORIES - GOVT RESO 2024-06.PDF](#)

5. PURCHASE OF THREE STORM SIRENS & COMMANDER ONE (PHASE 1)
DISCUSSION AND POSSIBLE ACTION ON THE PURCHASE OF THREE STORM SIRENS & COMMANDER ONE SOFTWARE IN THE AMOUNT OF \$81,858.80 UTILIZING STATE OF OKLAHOMA CONTRACT SW-0404F PRICING. FUNDING WOULD BE UTILIZED FROM APPROVED FY24 CAPITAL FUNDS IN ACCOUNT 12/5404/010. (BRIAN WOODWARD, FIRE CHIEF)

Documents:

[STAFF REPORT PURCHASE OF THREE STORM SIRENS.DOCX](#)
[SIREN UPGRADE FOR COWETA \(PHASE 1\).PDF](#)
[CURRENT SIREN MAP WITH 5 SIRENS.PDF](#)

6. BID AWARD - WASTEWATER TREATMENT PLANT IMPROVEMENTS
DISCUSS AND CONSIDER ACTION TO AWARD A BID TO DARIS CONTRACTORS, LLC IN THE AMOUNT OF \$16,292,400.00 FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS AND DIRECTION TO THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS RELATED TO THE PROJECT. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240401-STAFF REPORT WWTP IMPROVEMENTS BID AWARDCC.PDF](#)
[240328-WWTP IMPROVEMENTS BID TAB.PDF](#)
[240329-RECOMENDATION OF AWARD.PDF](#)
[240401-015-NOTICE OF AWARD \(ORF-418\).PDF](#)

- IX. NEW BUSINESS
(Business which was not foreseen prior to the posting of the agenda.)

- X. 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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Mé morandum

To: Honorable Mayor and City Council

From: Michael Bell, Chief of Police

Re: Proclamation to Recognized National Public Safety Telecommunications Week 2024

Date: March 26th, 2024

BACKGROUND

To dedicate the week of April 14th, 2024, as “National Public Safety Telecommunicators Week”.

STAFF RECOMMENDATION

Staff recommends a motion authorizing the Council to have the Mayor sign a proclamation dedicating the week of April 14-20th, 2024 as “National Public Safety Telecommunicators Week” and to read aloud this proclamation during the April 1, 2024 Council Meeting.

Attachments:

1. Proclamation



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Proclamation

National Public Safety Telecommunicators Week

April 14-20, 2024

WHEREAS Emergencies can occur at any time that require police, fire, or emergency medical services; and,

WHEREAS When an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

WHEREAS The safety of our police officers, firefighters and paramedics is dependent upon the quality and accuracy of information obtained from citizens who telephone the Coweta E911 Center; and,

WHEREAS Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

WHEREAS Public Safety Telecommunicators are the single vital link for our police officers, firefighters, and paramedics by monitoring their activities by radio, providing them information, and ensuring their safety; and,

WHEREAS Public Safety Telecommunicators of the Coweta E911 Center have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

WHEREAS Each Public Safety Telecommunicator has exhibited compassion, understanding and professionalism during the performance of their job in the past year; and,

WHEREAS, The Council has designated the week beginning April 14th, 2024, as "National Public Safety Telecommunicators Week" and has authorized and requested the Mayor to issue a proclamation in observance of this week.

THEREFORE I, Naomi Hogue, Mayor of Coweta, Oklahoma do hereby proclaim the week of April 14th, 2024, as National Public Safety Telecommunicators Week in Coweta, in honor of the men and women whose diligence and professionalism that keep our city and citizens safe.

IN WITNESS WHEREOF, I have hereunto set my hand this date.

Naomi Hogue, Mayor

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING
MARCH 4, 2024, 6:00 P.M.**

The members of the Coweta City Council met in regular session on Monday, March 4, 2024, at 6:00 p.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

COUNCILMEMBERS PRESENT: Naomi Hogue, Harold Chance, Joe Cash, Caroline Martin, Randy Woodward.

I. CALL TO ORDER

The meeting was called to order by Mayor Hogue.

II. Pledge of Allegiance given

III. ROLL CALL

Roll call taken. Councilmembers were present as shown above.

IV. GENERAL CITY COUNCIL COMMENTS

Mayor Hogue encouraged everyone to educate themselves on the propositions being voted on during Tuesday's election. Interim City Manager, Lisa Taylor, explained the conflict-of-interest form that City Councilmembers sign before each meeting

V. CONSENT

Motion by Harold Chance, second by Naomi Hogue to approve the consent calendar items:

1. Approval of the minutes of the regular meeting of the City Council held on February 5, 2024.
2. Approval of a purposed memorandum of understanding between the City of Coweta and Muskogee (Creek) Nation concerning a road that the Muskogee (Creek) Nation proposes to add to the National Tribal Transportation Facility Inventory.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

VI. CONSIDER ITEMS REMOVED FROM CONSENT

No items removed.

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING
MARCH 4, 2024, 6:00 P.M.**

VII. ADMINISTRATION

1. RFP FOR WWTP

Interim City Manager, Lisa Taylor, led discussion and requested possible action to solicit bids related to the Wastewater Treatment Plant Improvements, referenced as Project No. ORF-19-0002-CW.

Motion by Harold Chance, second by Naomi Hogue to approve the solicitation of bids related to the Wastewater Treatment Plant Improvements, referenced as Project No. ORF-19-0002-CW.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

2. RFP- SOLID WASTE/RECYCLING SERVICES

Assistant City Manager, Julie Casteen, led discussion and requested approval for soliciting proposals for solid waste and recycling collection, removal, and disposal services.

Motion by Harold Chance, second by Naomi Hogue to approve the solicitation of proposals for solid waste and recycling collection, removal, and disposal services.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

3. RESCUE FIRE TRUCK CONTRACT REMOVAL

Fire Chief, Brian Woodward, led discussion and requested possible action for the Coweta Fire Department to cancel order of custom rescue fire truck previously approved by City Council.

Motion by Harold Chance, second by Naomi Hogue to approve the cancelation of order of custom rescue fire truck previously approved by City Council.

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Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

4. REQUEST FOR PROPOSAL- WIRELESS HEADSET COMMUNICATION

Brian Woodward led discussion and requested possible action for publishing of a request for proposal in regard to wireless headset communication devices for the Coweta Fire Department.

Motion by Harold Chance, second by Naomi Hogue to approve the publishing of a proposal in regard to wireless headset communication devices for the Coweta Fire Department.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

5. REVIEW AND APPROVE WRECKER SERVICE AGREEMENT

Police Chief, Mike Bell, led discussion and requested approval and authorization for the Police Chief to implement the Wrecker Service Agreement.

Motion by Harold Chance, second by Naomi Hogue to approval and authorization for the Police Chief to implement the Wrecker Service Agreement.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

6. AWARD OF BID

Mike Bell led discussion and requested consideration of award of bid for the acquisition of body cameras, related equipment and data storage services for Police Department use and authorization for the Interim City Manager to execute a contract and any other documents related to the acquisition and services provided.

Motion by Naomi Hogue, second by Harold Chance to approve award of bid for the acquisition of body cameras, related equipment and data storage services for Police

**MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING
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Department use and authorization for the Interim City Manager to execute a contract and any other documents related to the acquisition and services provided.

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

7. ORDINANCE 884- FATS, OILS, AND GREASE (FOG) PROGRAM

Caroline Back, Community Development Director, led discussion and requested adoption of Ordinance 884, an ordinance of the City of Coweta, Oklahoma adopting the Fats, Oils, and Grease (FOG) Program to aid in the prevention of sanitary sewer main blockages and obstructions from contributions and accumulation of FOG into the sanitary sewer system, subject to the jurisdictional control, laws, and ordinances of the City of Coweta, Oklahoma, directing notification, providing for repeal, severability, and declaring an emergency.

Motion by Harold Chance, second by Naomi Hogue to adopt Ordinance 884, an ordinance of the City of Coweta, Oklahoma adopting the Fats, Oils, and Grease (FOG) Program to aid in the prevention of sanitary sewer main blockages and obstructions from contributions and accumulation of FOG into the sanitary sewer system, subject to the jurisdictional control, laws, and ordinances of the City of Coweta, Oklahoma, directing notification, providing for repeal, severability, and declaring an emergency.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Caroline Martin
Randy Woodward

8. DECLARIFICATION OF AN EMERGENCY ORDINANCE 884

Carolyn Back led discussion and requested possible action to declare an emergency regarding Ordinance 884 making it effective immediately upon passage and approval.

Motion by Harold Chance, second by Naomi Hogue to declare an emergency regarding Ordinance 884 making it effective immediately upon passage and approval.

Aye: Harold Chance
Naomi Hogue

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Joe Cash
Caroline Martin
Randy Woodward

9. ORDINANCE 879- CZ 24-01 REZONE

Carolyn Back led discussion and requested possible action related to proposed Ordinance No. 879, an ordinance of the City of Coweta, Oklahoma rezoning certain property from a Light Industrial (IL) classification to a Residential Single Family (RS-2) classification, on property described as a tract of land situated in the E/2 NE/4 of Section 19, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and located on the west side of 305th East Avenue, between East 151ST South and East 161st Street South.

Motion by Harold Chance, second by Randy Woodward to adopt Ordinance 879, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Light Industrial (IL) classification to a Residential Single Family (RS-2) classification, on property described as a tract of land situated in the E/2 NE/4 of Section 19, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and located on the west side of 305th East Avenue, between East 151ST South and East 161st Street South.

Aye: Harold Chance
Randy Woodward
Naomi Hogue
Joe Cash
Caroline Martin

10. ORDINANCE 880- CZ 24-02 REZONE

Carolyn Back led discussion and requested possible action concerning proposed Ordinance No. 880, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Light Industrial (IL) classification to an Agriculture (AG) classification, on property described as a tract of land situated in the E/2 NE/4 of Section 19, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and located on the west side of 305th East Avenue, between East 151ST South and East 161st Street South.

Motion by Harold Chance, second by Randy Woodward to adopt Ordinance No. 880, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Light Industrial (IL) classification to an Agriculture (AG) classification, on property described as a tract of land situated in the E/2 NE/4 of Section 19, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of

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Oklahoma, and located on the west side of 305th East Avenue, between East 151ST South and East 161st Street South.

Aye: Harold Chance
Randy Woodward
Naomi Hogue
Joe Cash
Caroline Martin

11. ORDINANCE 881- CZ 24-03 REZONE

Carolyn Back led discussion and requested possible action concerning proposed Ordinance No. 881, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Residential Single-Family (RS-3) classification to a Residential Multi-Family (RM-1) classification, on property described as part of government Lot 4 in Section 7, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and generally located at 28827 East 141st Street South.

Motion by Harold Chance, second by Randy Woodward to adopt Ordinance No. 881, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Residential Single-Family (RS-3) classification to a Residential Multi-Family (RM-1) classification, on property described as part of government Lot 4 in Section 7, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and generally located at 28827 East 141st Street South.

Aye: Harold Chance
Randy Woodward
Naomi Hogue
Joe Cash
Caroline Martin

12. ORDINANCE 882- CZ 24-04 REZONE

Carolyn Back led discussion and requested possible action concerning proposed Ordinance No. 882, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Residential Multi-Family (RM-1) classification to General Commercial (CG), on property described as part of the West Half of the Southwest Quarter of the Southwest Quarter of the Northeast Quarter (W/2 SE/4 SE/4 NE/4) and part of the East Half of the Southeast Quarter of the Southeast Quarter of the Northeast Quarter (E/2 SE/4 SE/4 NE/4) of Section 18, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and located North and West of the Northwest corner of State Highway 51 and South 305th East Avenue.

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Motion by Harold, second by Randy Woodward to adopt Ordinance No. 882, an ordinance of the City of Coweta, Oklahoma, rezoning certain property from a Residential Multi-Family (RM-1) classification to General Commercial (CG), on property described as part of the West Half of the Southwest Quarter of the Southwest Quarter of the Northeast Quarter (W/2 SE/4 SE/4 NE/4) and part of the East Half of the Southeast Quarter of the Southeast Quarter of the Northeast Quarter (E/2 SE/4 SE/4 NE/4) of Section 18, Township 17 North, Range 16 East, of the Indian Base and Meridian, City of Coweta, County of Wagoner, State of Oklahoma, and located North and West of the Northwest corner of State Highway 51 and South 305th East Avenue.

Aye: Harold Chance
Randy Woodward
Naomi Hogue
Joe Cash
Caroline Martin

13. FINAL PLAT WYNSTONE PHASE III

Carolyn Back led discussion and requested possible approval of the final plat of the Wynstone Phase III subdivision, located in the vicinity of East 111th Street South and South 273rd East Avenue, in Section 25, Township 18 North, Range 15 East, of the Indian Base and Meridian, Wagoner County, State of Oklahoma, RS-3 Residential Single-Family zoning, with 92 Lots.

Motion by Harold Chance, second by Randy Woodward to approve the final plat of Wynstone Phase III subdivision, located in the vicinity of East 111th Street South and South 273rd East Avenue, in Section 25, Township 18 North, Range 15 East, of the Indian Base and Meridian, Wagoner County, State of Oklahoma, RS-3 Residential Single-Family zoning, with 92 Lots.

Aye: Harold Chance
Randy Woodward
Naomi Hogue
Joes Cash
Caroline Martin

14. RESOLUTION 2024-03- ACCEPTING INFRASTRUCTURE WYNSTONE PHASE III

Carolyn Back led discussion and requested possible action to proposed Resolution 2024-03, a resolution of the City Council of the City of Coweta, Oklahoma accepting as dedicated public improvements certain paving, grading, sanitary sewer, and drainage improvements as shown on the final plat for Wynstone Phase III subdivision, located

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within Section 25, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, State of Oklahoma.

Motion by Naomi Hogue, second by Randy Woodward to adopt Resolution 2024-03, a resolution of the City Council of the City of Coweta, Oklahoma accepting as dedicated public improvements certain paving, grading, sanitary sewer, and drainage improvements as shown on the final plat for Wynstone Phase III subdivision, located within Section 25, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, State of Oklahoma.

Aye: Naomi Hogue
Randy Woodward
Harold Chance
Joe Cash
Caroline Martin

X. EXECUTIVE SESSION

1. EXECUTIVE SESSION

Discussion and appropriate action related to a proposed executive session for the purpose of discussing the employment, hiring, and appointment of a City Manager, pursuant to 25 O.S. Section 307(B)(1), including the review and discussion of applications and resumes submitted, conducting candidate interviews, and discussion related to scheduling additional interviews.

Motion by Naomi Hogue, second by Harold Chance to enter into executive session at 6:34 p.m.

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

2. END EXECUTIVE SESSION

Vote to leave executive session.

Motion by Naomi Hogue, second by Harold Chance to end executive session at 7:23 p.m.

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Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

3. EXECUTIVE SESSION ACTION

Consideration and possible action related to the discussions held in executive session related to the employment, hiring, and appointment of a City Manager, and scheduling interviews of candidates.

Motion by Naomi Hogue, second by Harold Chance to appoint Julie Casteen as City Manager, subject to the execution and approval of a contract and direct the City Attorney to prepare a contract for consideration by the City Council.

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

IX. NEW BUSINESS

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

No new business.

XI. ADJOURNMENT

Mayor Hogue adjourned the meeting at 7:24 p.m.

Naomi Hogue, Mayor

Marcy Kilgore, City Clerk

**MINUTES OF THE COWETA CITY COUNCIL SPECIAL MEETING
MARCH 11, 2024, 6:00 P.M.**

The members of the Coweta City Council met in special session on Monday, March 4, 2024, at 6:00 p.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

COUNCILMEMBERS PRESENT: Naomi Hogue, Harold Chance, Joe Cash, Caroline Martin, Randy Woodward.

I. CALL TO ORDER

The meeting was called to order by Mayor Hogue.

II. Pledge of Allegiance given

III. ROLL CALL

Roll call taken. Councilmembers were present as shown above.

IV. EXECUTIVE SESSION

1. EXECUTIVE SESSION

Discussion and consideration of action related to a proposed executive session for the purpose of discussing the employment and hiring of a City Manager pursuant to 25 O.S. Section 307(B)(1), including discussion about a proposed employment contract with Julie Casteen, discussion regarding an existing contract with Interim City Manager, Lisa Taylor, possible amendments thereto and the allocation of duties during the transition period.

Motion by Naomi Hogue, second by Harold Chance to enter into executive session at 6:01 p.m.

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

2. END EXECUTIVE SESSION

Vote to leave executive session.

Motion by Naomi Hogue, second by Harold Chance to end executive session at 6:22 p.m.

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

**MINUTES OF THE COWETA CITY COUNCIL SPECIAL MEETING
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3. EXECUTIVE SESSION ACTION

Consideration and possible action related to the discussions held in executive session related to a proposed employment contract with Julie Casteen to serve as City Manager, the existing contract with Interim City Manager, Lisa Taylor, and possible amendments thereto, and the allocation of duties during the transition period.

Motion by Naomi Hogue, second by Harold Chance to move to approve employment contract with Julie Casteen

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

Motion by Naomi Hogue, second by Harold Chance to terminate contract with Interim City Manager, Lisa Taylor, effective March 26, 2024.

Aye: Naomi Hogue
Harold Chance
Joe Cash
Caroline Martin
Randy Woodward

V. ADJOURNMENT

Mayor Hogue adjourned the meeting at 6:23 p.m.

Naomi Hogue, Mayor

Marcy Kilgore, City Clerk

**MINUTES OF THE COWETA CITY COUNCIL SPECIAL MEETING
MARCH 18, 2024, 6:00 P.M.**

The members of the Coweta City Council met in special session on Monday, March 18, 2024, at 6:00 p.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

COUNCILMEMBERS PRESENT: Naomi Hogue, Harold Chance, Joe Cash, Randy Woodward.

COUNCILMEMBERS ABSENT: Caroline Martin

I. CALL TO ORDER

The meeting was called to order by Mayor Hogue.

II. Pledge of Allegiance given

III. ROLL CALL

Roll call taken. Councilmembers were present as shown above.

IV. ADMINISTRATION

1. ENGINEERING AGREEMENT

Lisa Taylor, Interim City Manager led discussion and requested appropriate action related to the approval of an agreement with WDB Engineering, P.L.L.C., for engineering services related to the Skyview tower modifications and painting in the amount not to exceed \$52,000.00 and authorize the City Manager to execute a contract and any other documents related to the services to be provided.

Motion by Harold Chance, second by Naomi Hogue to approve an agreement with WDB Engineering, P.L.L.C., for engineering services related to the Skyview tower modifications and painting in the amount not to exceed \$52,000.00 and authorize the City Manager to execute a contract and any other documents related to the services to be provided.

Aye: Harold Chance
Naomi Hogue
Joe Cash
Randy Woodward

**MINUTES OF THE COWETA CITY COUNCIL SPECIAL MEETING
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XI. ADJOURNMENT

Mayor Hogue adjourned the meeting at 6:02 p.m.

Naomi Hogue, Mayor

Marcy Kilgore, City Clerk

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
WATER AND WASTEWATER CONSTRUCTION PROGRAM

RESOLUTION 2024-09

WHEREAS, Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended, authorized by the Secretary of Housing and Urban Development, as representative of the United States of America, to grant to the State of Oklahoma funds and administrative responsibility for the “Small Cities Community Development Block Grant” program; and

WHEREAS, the Oklahoma Department of Commerce, pursuant to designation by the Governor as the administering agency of the Community Development Block Grant Program for Small Cities in Oklahoma, is directed to further the purposes of community development in the State, and is authorized and empowered to accept funds from the Federal Government or its agencies and to enter into such contracts and agreements as are necessary to carry out the functions of the Department; and

WHEREAS, the City of Coweta is a local unit of general purpose government that will provide opportunity for input by residents in determining and prioritizing community development needs through its written Citizen Participation Plan; and

NOW THEREFORE, BE IT RESOLVED by the City Council that City of Coweta desires to obtain assistance in community development and hereby requests the Oklahoma Department of Commerce to provide assistance under the policies, regulations, and procedures applicable to local communities in Oklahoma.

NOW THEREFORE, BE IT RESOLVED by the City Council that City of Coweta affirms its commitment to take all action within its power to facilitate the receipt of the assistance of community development funds if the City of Coweta (Government Subdivision) is awarded a Community Development Block Grant, and upon receipt to administer said grant by the rules and regulations established by the United States of America, the State of Oklahoma, and all empowered agencies thereof.

ADOPTED this 1st day of April, 2024, at a regularly scheduled meeting of the governing body, in compliance with the Open Meeting Act, 25 O.S. §§ 301-314 (2001).

Naomi Hogue,
Mayor of City of Coweta

Date

Signature of Chief Elected Official

(S E A L)

Attest:

Subscribed and sworn to before me _____, 20____ My commission

expires _____, 20____.

Commission No. _____

Clerk Signature

***Community Development Block Grant (CDBG)
Water and Wastewater Construction Program
Citizen Participation Plan***

City of Coweta CITIZEN PARTICIPATION PLAN

The City of Coweta intends to implement a Citizen Participation Program for its application process to accomplish the following objectives:

- A. Provide for and encourage citizen participation, particularly by low- and moderate-income persons who reside in areas where Community Development Block Grant (CDBG) funds are proposed to be used. This will be accomplished by:
 - 1. Providing frequent and timely public notice of CDBG program activities in the local newspaper or by posting at City/County Office.
 - 2. Adopting a comprehensive CDBG Statement of Needs.
 - 3. Conducting a Special Public Hearing to inform citizens of the proposed CDBG project and authorizing the Mayor to sign a CDBG application in a formal Council/Board of Commissioners meeting.

- B. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to proposed and actual use of funds, including, but not be limited to:
 - 1. The amount of CDBG funds to be made available for the current fiscal year, if the proposed project is approved.
 - 2. The range of activities that may be undertaken with those funds.
 - 3. The estimated amount of those funds proposed to be used for activities that will benefit low- and moderate-income persons.
 - 4. The proposed CDBG activities likely to result in displacement and any anti-displacement and relocation plans developed by City of Coweta in accordance with Section 104(d)(1) and (2) of the Act.
 - 5. The basis on which City of Coweta may provide technical assistance to groups representative of persons of low and moderate income that may request assistance in developing proposals. The level and type of assistance to be provided is at the discretion of City of Coweta and does not necessarily include providing funding to such groups.

***Community Development Block Grant (CDBG)
Water and Wastewater Construction Program
Citizen Participation Plan***

6. This requirement will be accomplished by discussing the CDBG proposal during regular Council/Board of Commissioners meetings and in one formal public hearing prior to the submittal of City of Coweta's CDBG application. During the hearing the five (5) items listed above will be explained to the public. Records of the CDBG process will be maintained in the City/County Office of City of Coweta by the Clerk and will be available upon request for review by the public. A brief summary of the proposed CDBG project will be available for public review after the Council/Board of Commissioners has made its final selection.
- C. Provide for a minimum of two (2) public hearings; one (1) prior to submission of the application for funding of the project for the purpose of obtaining citizen views and formulating or responding to proposals and questions, and the other end of the grant period if City of Coweta receives funding, that discusses City of Coweta's accomplishments in relation to initial plans. The application stage hearing will include discussion of CDBG needs, and the development of activities being proposed for CDBG funding. There will be reasonable notice of all hearings, which will be scheduled for times and locations convenient to the potential and actual beneficiaries and which will accommodate the handicapped. Regularly scheduled Council/Board of Commissioners meetings will not be used for this purpose.
1. This requirement will be met through scheduling a Special Public Hearing to discuss City of Coweta's CDBG proposal. At this hearing, the proposed project will be reviewed for the public and further citizen input will be solicited. Notice will be given no less than seven (7) working days in advance of this hearing in the Coweta Public Library, Coweta U.S. Post Office and by posting at the City/County Office. The hearing will be held in the early evening so those citizens who work may attend. A second hearing will be held at the end of the grant period if City of Coweta is funded in the CDBG process.
- D. Meet the needs of non-English speaking residents in those instances where a significant number of non-English speaking residents can reasonably be expected to participate in the CDBG process. For example: City of Coweta does not currently have a significant population of non-English speaking citizens. However, every effort will be made to accommodate the needs of any non-English speaking citizens who wish to participate.
- E. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously described in City of Coweta's funding request and on activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location or beneficiaries.

The proposed seven (7) working days' notice for all public meetings and hearings in connection with City of Coweta's CDBG application process is believed by the City of Coweta to afford citizens with reasonable advance notice. In addition, if any change is proposed to the purpose, scope, location, or beneficiaries of the proposed project or if the CDBG project budget changes by more than 25%, the public will be notified and afforded an opportunity for additional input.

***Community Development Block Grant (CDBG)
Water and Wastewater Construction Program
Citizen Participation Plan***

- F. Provide the place, telephone number, and times when citizens are able to submit written complaints or grievances and the process City of Coweta will use to provide a timely, written response to such complaints or grievances. For example: Citizens with comments or grievances on the CDBG process may submit them in writing or in person at the City/County Office during regular business hours or may call 918-486-2189. City of Coweta will respond to such comments or grievances within fifteen (15) working days, where practicable.

By formally adopting this Citizen Participation Plan, the City of Coweta City Council accepts the responsibility for implementing its provisions. The Council further charges all employees and contractors with the responsibility of implementing this plan and living up to the spirit of the citizen participation requirements of the CDBG program.

Adopted this 1st day of April, 2024 by the City Council of City of Coweta.

Naomi Hogue, Mayor

Date

ATTEST:

Clerk's Signature



POST OFFICE BOX 850 • COWETA, OKLAHOMA 74429 • PH. (918) 486-2189 • FAX (918) 486-5366 • www.cityofcoweta-ok.gov

Memorandum

To: Honorable Mayor and City Council
From: Julie Casteen, City Manager
Re: Resolution 2024-06
Date: March 28, 2024

BACKGROUND

The authorized bank account signatories must be updated with First National Bank of Coweta as a result of changes in staff. All signatories on the accounts must complete new signature cards to be submitted to the bank with an authorizing resolution.

STAFF RECOMMENDATION

Staff recommends the adoption of Resolution 2024-06.

ATTACHMENTS:

Resolution 2024-06

**CITY OF COWETA, OKLAHOMA
RESOLUTION 2024-06**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA,
APPROVING THE AUTHORIZED SIGNATORIES ON CERTAIN ACCOUNTS HELD
BY FIRST NATIONAL BANK OF COWETA.**

WHEREAS, the City of Coweta has established banking accounts with First National Bank of Coweta; and

WHEREAS, from time to time it is necessary to change signatories on those accounts.

NOW THEREFORE BE IT RESOLVED BY THE COWETA CITY COUNCIL that:

SECTION 1. The following persons shall be authorized signatories on all First National Bank accounts established for the City of Coweta:

Naomi Hogue
Julie Casteen
Marcy Kilgore

SECTION 2. The following person shall be an authorized signatory only on the Court Bond and Fine account established for the City of Coweta:

Rebecca Price

PASSED BY THE CITY COUNCIL FOR THE CITY OF COWETA, OKLAHOMA, and signed by the Mayor this 1st Day of April, 2024.

Naomi Hogue, Mayor

Attest:

Approved as to form:

Marcy Kilgore, City Clerk

Jeff Stephens, City Attorney



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Memorandum

To: Honorable Mayor and City Council

From: Brian Woodward, Fire Chief

Re: Purchase of Three Storm Sirens & Commander One Software (Phase 1)

Date: March 22nd, 2024

BACKGROUND

The Coweta Fire Department is currently working with OMNI WARN to develop a plan to have storm sirens strategically located throughout City Limits. Phase 1 has two parts: purchase Commander One software that will allow storm sirens to be individually activated or by zones & purchase three new sirens that will be installed in locations specific to alert the most citizens possible. This will allow citizens to be alerted in the path of storms instead of alerting the whole City Limits of Coweta as we are doing now. Included in Commander One software is a live feed for status on the three new sirens. If there are any issues with any of the (3 new) sirens, the software will immediately report the issue instead of waiting weekly or monthly for testing.

Phase 2 will be requested to move multiple sirens to more strategic locations along with purchasing 3-4 additional new sirens to fully cover the City Limits of Coweta. Upfitting the remaining existing sirens with Commander One software will be requested in this phase also.

If plan is approved year to year, four years is expected to fully develop consistent coverage throughout the City Limits of Coweta.

Funding has been approved in FY24 budget of \$77,200.00. With other capital purchases being purchased below quoted amount in same FY, the overage of \$4,658.80 is not a issue with funding this purchase. Funding account of 12-5404-010 will be utilized.

STAFF RECOMMENDATION

Staff recommends a motion to approve the purchase of the three storm sirens & commander one software for \$81,858.80.

Quote #193 - Siren Upgrade for Coweta (Phase 1)

Oklahoma State Contract: SW0404F

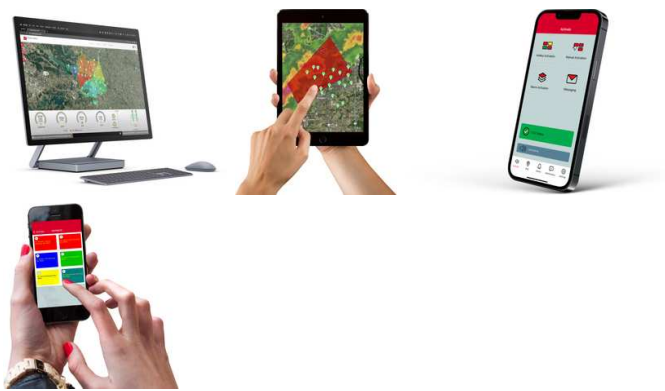
Pricing per the Oklahoma State Contract Number SW0404F. Price updated May of 2023.



Command & Control

Commander1-LE10 CommanderOne LE

Commanderone® is the latest innovation connecting you to your warning system, anytime, anywhere. Control your warning system from any device, desktop or mobile, with our cloud-based platform. Designed for one-way siren systems. Includes AccuWeather patented polygon activation technology. Give your community a head start with CommanderOne! CommanderOne is a software subscription and renews yearly.



CommanderOne Datasheet

1,103.00
x 1
1,103.00



FROM
Logan Sheltis
Federal Signal
2645 Federal Signal Dr.
University Park, IL 60484
www.omni-warn.com

PHONE
1-833-360-9276

FOR
Coweta, Oklahoma

TO
Brian Woodward

EMAIL
bwoodward@cityofcoweta-ok.gov

QUOTE NUMBER
193

DATE
March 7, 2024

VALID UNTIL
June 30, 2024

SS2000+

SS2000+ Desktop Encoder

The SS2000+ controller is the most advanced stand-alone control unit. The SS2000+ interfaces to an analog or digital radio system to provide control of sirens or giant voice systems. The SS2000+ has 24 programmable activation hotkeys and 20 contact closure inputs for interfacing with remote control systems. The hotkeys can provide specific types of warnings or test activations. Hotkeys are now accessible from a new web interface commonly used in dispatch centers. The new web interface can provide improved redundancy allowing multiple points of access to a single SS2000+ unit. Available in a desktop and rack mount console.



4,419.00
x 1
20% discount
3,535.20

Outdoor Sirens

Equinox-C

Equinox High Powered Outdoor Siren

The Federal Signal Equinox is a high power outdoor warning siren. The high-decibel output provides maximum coverage with minimum installation cost. Three distinct warning signals available: steady, wail and fast wail.

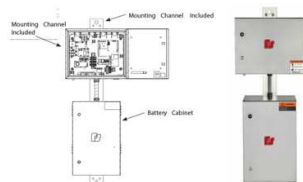


10,061.00
x 3
20% discount
24,146.40

DCFCTBDH

Two Way Siren Controller (DC Siren)

Two-way siren controller for 48VDC Sirens. Two-way radio control and status monitoring. Simultaneous two-tone sequential, DTMF, EAS, POCSAG, and digital AFSK decoding for security. Able to utilize multiple communication paths for redundancy. Controls mechanical sirens, including models 2001-130, Equinox, 508-128 and Eclipse8. UL Listed for general signaling. DNV Certified



9,474.00
x 3
20% discount
22,737.60

OMNI-BVH-35 Antenna Kit: Conventional Radio • Federal Signal high gain antenna kit with grounding plane. • High quality, corrosion-resistant components • Light weight, easy to ship and install • Compatible with (AMB-P) pole mount and (AMB-W) wall mount • 35ft LMR400 Coax, Type N male 	480.00 x 3 20% discount 1,152.00
AMB-P Antenna Mounting Bracket • Antenna bracket, pole mount	159.00 x 3 20% discount 381.60

Labor & Services

TK-IO-CUSTINS (Install Standard) Install Service: Warning Siren • Implementing standard siren installation procedures. • Provide standard solar panel kit • Provide Set of AC Delco Batteries • Provide 50FT Steel Pole • The authorized installer will provide all necessary heavy equipment. • Conducting on-site site surveys and 811 locates. • Executing a complete turnkey installation of the outdoor warning system, including all required hardware. • The authorized installer will supply all heavy equipment, such as trucks and necessary hardware.	8,500.00 x 3 25,500.00
Freight2 Shipping & Handling Shipping from University Park, IL to Customer location. FOB - University Park, IL (Factory)	3,303.00 x 1 3,303.00

Subtotal, includes discount of 12,988.20

Total

81,858.80

\$81,858.80

Download PDF Quote

You may download a PDF copy of this quote using the download PDF option found on the right side of this digital quote.

Purchase Order Instructions

All purchase orders must be made out to the following:

Federal Signal Corporation
Alerting & Notification Systems
2645 Federal Signal Drive
University Park, IL 60484

Remittance Instructions

Please find our W9 and remittance information attached for your convenience.

Checks may be mailed to:

PO BOX 200217
Dallas, Texas
75320-0217

 [Federal Signal 2023 W9](#)

 [Remittance Instructions](#)

Sales Tax

All quotes exclude sales tax. If your organization qualifies for sales tax exemption in your area, we kindly request that you provide the necessary details by submitting a Sales Tax Exemption Form with your order.

Credit Card Purchases

Please indicate upon acceptance whether you will be paying by credit card as a customer. Our internal sales team will contact you via phone to process the credit card payment.

Terms & Conditions

Prices are firm for 30 days from the date of quotation unless shown otherwise. Upon acceptance, prices are firm for 6 months. This quotation is expressly subject to acceptance by Buyer of all Terms stated in the Terms document, available for download on this quote. Any exception to or modification of such Terms shall not be binding on Seller unless expressly accepted in writing by an authorized agent or Officer of Seller. Any order submitted to Seller on the basis set forth above, in whole or in part, shall constitute an acceptance by Buyer of the Terms. Any such order shall be subject to acceptance by Seller in its discretion. If the total price for the items set forth above exceeds \$50,000 then this quotation IS ONLY VALID if countersigned below by a Regional Manager of the Safety & Security Systems Group, Federal Signal Corporation. Installation is not included unless specifically quoted as a line item above. Adverse Site Conditions, including rock, caving soil conditions, contaminated soil, poor site access availability, and other circumstances which result in more than 2 hours to install a pole, will result in a \$385.00 per hour fee, plus equipment. Trenching is additional. Power Clause, bringing power to the equipment is the responsibility of the purchaser. Permit Clause, any special permits, licenses or fees will be additional.

Download full terms and conditions here:

 [Terms Conditions Warranty](#)

1-833-360-WARN
www.Omni-Warn.com



The City of Coweta

Comprehensive Siren Coverage Study

Prepared by:
OmniWarn Public Safety
Saturday, December 9,
2023



**Federal Signal
Representative
& Service Provider**



Company Introduction

Thank you for choosing OmniWarn Public Safety. OmniWarn follows a practical and functional approach in its services. With extensive experience in public safety systems, our company stands out in the industry, emphasizing a commitment to reliable support.

Reasons to choose OmniWarn:

- ❑ **Experience:** We have a proven track record, drawing on years of industry experience to deliver high-quality solutions tailored to our clients' needs.
- ❑ **Comprehensive Services:** Whether you need cutting-edge warning systems, reliable maintenance for sirens, radio infrastructure solutions, or IT support, OmniWarn is your all-in-one destination for comprehensive and tailored services.
- ❑ **Customer-Centric Approach:** Client satisfaction is a top priority at OmniWarn. Our customer-centric approach that ensures specific requirements are not just met but exceeded.

OmniWarn offers comprehensive maintenance and repair solutions for all major siren brands, including Federal Signal, American Signal, Whelen, Sentry, and ATI. With a focus on your peace of mind, we strive to keep your warning system in optimal working condition, leveraging over 14 years of combined experience in the field.

Accessibility and affordability are fundamental principles for us. In line with these values, OmniWarn provides various procurement options, including statewide contracts, interlocal agreements, and cooperative purchase agreements to meet your needs.

Federal Signal

We take great pride in serving as the sole authorized factory representative for Federal Signal in the south-central region of the United States, offering factory direct sales, maintenance, and other services. Federal Signal, a leader in public safety, sets the standard with cutting-edge warning systems covering a broad spectrum of applications, all proudly manufactured in the USA.

Ensuring the protection of your community is made effortless with CommanderOne. This system provides seamless control accessible from any web-enabled device, be it a computer, tablet, or smartphone. CommanderOne integrates seamlessly with various manufacturers and accommodates different siren types, presenting a comprehensive solution for all your system needs. For further information, feel free to reach out.

Thank you!



About SoundPLAN

SoundPLAN is an internationally recognized noise modeling software and engineering firm, specializing in noise control, noise mapping, occupational health and safety, and room acoustics. At the core of their success is the SoundPLAN prediction software, utilized globally for over three decades. The company's 22-member team collaborates seamlessly across software development, customer support, expert opinions, and global marketing.

The SoundPLAN software plays a crucial role in evaluating the coverage of outdoor warning sirens and other audible warning devices. The SoundPLAN prediction software employs multiple diverse modeling methods to predict the propagation of sirens in outdoor environments. Each model considers physical effects such as geometrical divergence, atmospheric absorption, ground effect, reflection from surfaces, and screening by obstacles. SoundPLAN provides a more accurate and comprehensive analysis of siren coverage by factoring in all the intricate details of sound propagation.

It's important to note that perfect circles often provided via Google Earth are not an accurate representation of true siren coverage. They fail to account for critical factors influencing sound propagation outdoors. To ensure a reliable assessment of whether sirens meet system requirements, SoundPLAN is recommended.

Our models consider the various parameters listed below:

- ☐ Wind speed & direction
- ☐ Humidity
- ☐ Temperature
- ☐ Air pressure
- ☐ Ground effects
- ☐ Topography
- ☐ Objects & obstacles



Synopsis

The environmental conditions applied in our SoundPLAN noise models are based on the summertime daily averages for the area in question. Coweta currently has a system of (6) WPS2905 sirens.

Coweta's current outdoor warning sirens, as indicated by the manufacturer's datasheet, are rated at approximately 4200ft in perfect controlled conditions. However, a comprehensive evaluation using the SoundPLAN model, which accounts for all relevant parameters, reveals a real-world coverage radius of around 3500ft.

Coweta's city limits are not covered by the existing sirens. The inadequacy becomes apparent as the existing sirens prove suboptimal for city limit coverage. Consequently, the recommendation is to expand the system to ensure proper coverage for the city.

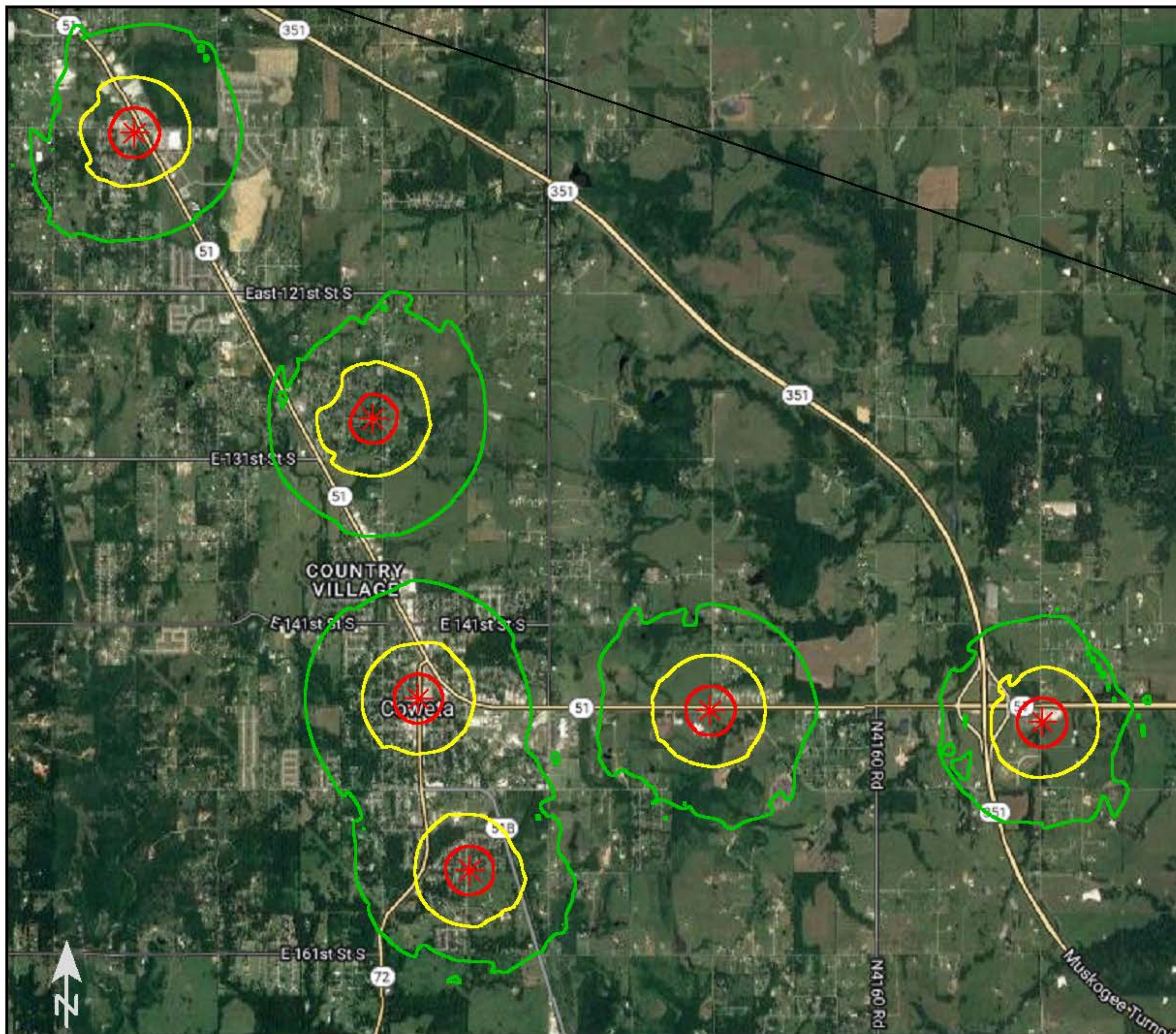
It is crucial to note that relying on coverage maps which use perfect circles, do not yield accurate results for determining siren coverage. This highlights the importance of utilizing precise modeling tools like SoundPLAN to make informed decisions about outdoor warning siren systems.

Suggestions

Recognizing the limitations of the current sirens, we can confirm that relocating them won't resolve the larger coverage issue at hand. The challenge lies in the existing sirens insufficient volume levels to effectively cover the city limits. Relocating these units is unlikely to yield significant improvement and may cost more than the potential benefits. Instead, we propose a more effective use of tax dollars by gradually introducing new sirens over time until the existing ones are completely replaced.

We propose a phased approach that involves introducing new, more powerful sirens in strategic locations. This gradual replacement process continues until all old sirens are upgraded, ensuring complete coverage for the city. This systematic and cost-effective upgrade is designed to address the coverage requirements for the city limits. According to the SoundPLAN analysis, around (11) high power sirens are recommended to align with FEMA recommendations and achieve the desired coverage for the city limits.

This strategy not only tackles the current coverage gaps but also establishes a more reliable warning system for the community. The investment in new sirens follows modern standards and provides a forward-thinking solution that prioritizes the safety and well-being of the city's residents.

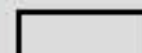


Coweta, Oklahoma Current Siren Coverage

Temperature: 95°F
Humidity: 60%

Siren Model
(6) WPS2905 Sirens

Signs and symbols

 Ground effects
 Warning Siren

Levels in dB(C)

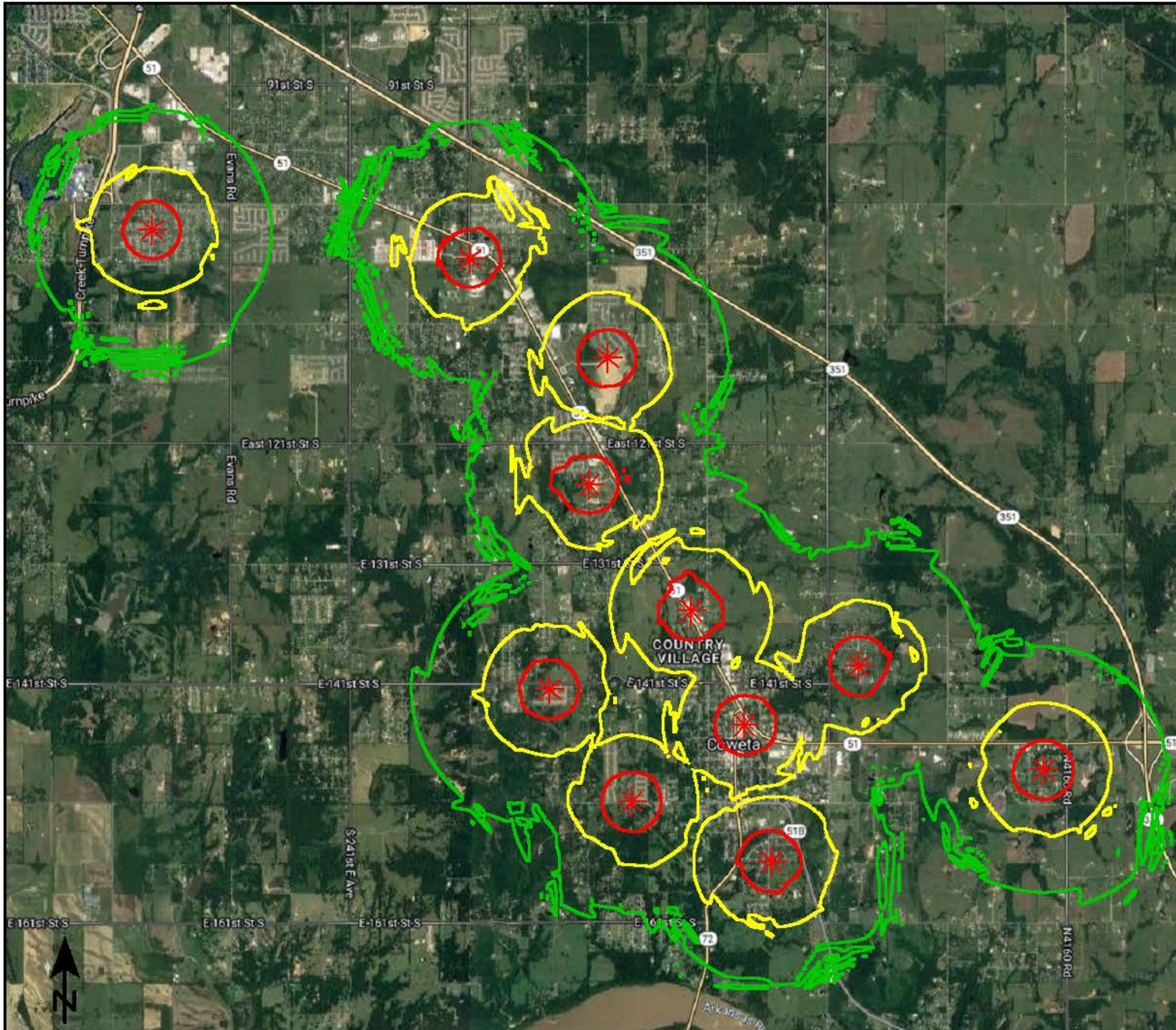
 = 70
 = 80
 = 90

1 : 4678

0 0.2 0.4 0.8 1.2 1.6 miles



Toll Free: 1-833-360-WARN
Email: contact@omniwarnllc.com
Web: www.omniwarnllc.com

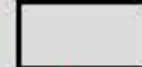


Coweta, Oklahoma (11) Siren Solution

Temperature: 95°F
Humidity: 60%

Siren Model
(11) 2001-130 Sirens

Signs and symbols

-  Ground effects
-  Warning Siren

Lmax Levels in dB(C)

-  = 70
-  = 80
-  = 90

1 : 6447

0 0.25 0.5 1 1.5 2 miles



Toll Free: 1-833-360-WARN
Email: contact@omniwarnllc.com
Web: www.omniwarnllc.com



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Memorandum

To: Honorable Mayor and City Council
From: Julie Casteen, City Manager
Re: Bid Award – WWTP Improvements
Date: March 28, 2024

BACKGROUND

On February 21, 2024 the City of Coweta issued a solicitation for bids related to the Wastewater Treatment Plant. The project will include the construction of a new lift station, lagoon, lagoon partition walls to create two aeration basins, two aerobic sludge digesters, construction of one flow equalization basin, an activated sludge pump station, two secondary clarifiers, and sludge drying beds, in addition to modification of the existing disinfection basin. These improvements will allow adequate wastewater treatment for anticipated growth in the community and will help to maintain the water quality in the Arkansas River.

Bids from four qualified contractors were received and opened on March 28, 2024. The bids received were significantly higher than the engineering estimate, mostly due to the current operating environment in the construction industry.

Funding for this project was secured via Oklahoma Water Resources Board loans in 2019 and 2022. However, the low bid of \$16,292,400 is approximately \$1.43 million higher than the total amount financed for the project.

In keeping with compliance with the ODEQ Consent Order Case #23-186, construction on improvements at the wastewater treatment plant must commence on or before May 1, 2024. There is not sufficient time to seek additional financing, and current rates are not desirable. Staff recommends the use of fund balance in the Public Works Authority Utility fund to bridge the funding gap.

STAFF RECOMMENDATION

Staff recommends that Council and PWA ratify the decision to award the bid for the Wastewater Treatment Plant Improvements to Daris Contractors, LLC in the amount of \$16,292,400, funded by OWRB loan proceeds and a transfer from fund balance of \$1,430,000 from the Coweta Public Works Authority Utility Fund to the Sewer Improvements Fund. A budget amendment for the transfer will be presented as a separate item.

ATTACHMENTS:

Bid Tabulation
Recommendation of Award
Notice of Award

City of Coweta and The Coweta Public Works Authority

Wastewater Treatment Plant Improvements

Bids March 28, 2024 @ 2:00 p.m.

Contractors	Bonds & Affidavits	Addendum	Bid Amount
Reed Environmental, LLC			
BRB Contractors Inc.	✓ OK	✓	\$17,417,000 ⁰⁰
Crossland Heavy Contractors	✓ OK	✓	\$16,868,000 ⁰⁰
TimberWolf Excavating, LLC			
Daris Contractors, LLC	✓ OK	✓	\$16,292,400 ⁰⁰
Orr Construction, Inc.			
Downey Contracting, LLC	✓ OK	✓	\$29,878,000 ⁰⁰

M. Kilgore

 Marcy Kilgore, City Clerk





WDB ENGINEERING P.L.L.C.

6330 S.E. 74th Street
Oklahoma City, OK 73135
PHONE (405) 741-7090
FAX (405) 741-7094
wdbengineering.net

March 29, 2024

Julie Casteen
City Manager
City of Coweta
310 S. Broadway
Coweta, OK 74429

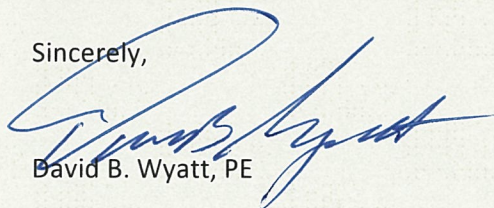
Re: Waste Water Treatment Plant Improvements
ORF-19-0002-CW

Dear Julie,

I have reviewed the bids received for the above referenced project on March 28, 2024, and recommend award to Daris Contractors for their submitted bid in the amount of \$16,292,400.00.

If you should have any questions, please do not hesitate to give me a call.

Sincerely,



David B. Wyatt, PE

NOTICE OF AWARD

Date: ____/____/____

Project: _____

Loan#: ORF-____-____-CW

The _____ has considered the bid submitted by
Owner
_____ for the above referenced project in response to the
Contractor
Advertisement for Bids dated ____/____/____ and Information for Bidders. You are hereby
notified that your bid has been accepted for items in the amount of \$_____.

You are required per the Information for Bidders to execute the Agreement and furnish the
required Contractor's Performance Bond, Statutory Bond, Maintenance Bond and Certificate of
Insurance within ____ calendar days from the date of this Notice. If you fail to provide these in the
specified time, the Owner will be entitled to consider all your rights arising out of the Owner's
acceptance of your Bid as abandoned and as a forfeiture of your Bid Bond. The Owner will be
entitled to such other rights as may be granted by law.

Owner's Authorized Representative signature

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged by _____,
Contractor's Representative name

Authorized Representative of _____.
Contractor

Contractor's Authorized Representative signature

____/____/____
Date