



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, AUGUST 5, 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. CITY MANAGER REPORT
- VI. COMMUNITY DEVELOPMENT DIRECTOR REPORT
- VII. EMPLOYEE INTRODUCTIONS

BRAXTON – K9

MATTHEW WELDIN – DEPUTY FIRE CHIEF

TRISTON WILLIS – FIREFIGHTER

DAVID ANAYA – VOLUNTEER FF

MICHAEL BYFORD – VOLUNTEER FF

RYAN GREENWOOD – VOLUNTEER FF

JOHN HOWELL – VOLUNTEER FF

DAKODA STACH – PARKS

MICHEAL SOUTH – STREETS

VIII. CORRESPONDENCE

1. LETTER FROM ROBERT JOHNSTON - OKLAHOMA MUNICIPAL RETIREMENT FUND A-LARGE TRUSTEE NOMINEE

Documents:

[LETTER FROM ROBERT JOHNSTON- OKMRF AT-LARGE TRUSTEE.PDF](#)

2. LETTER FROM KAMIE BROOKSHIRE - OKLAHOMA MUNICIPAL RETIREMENT FUND A-LARGE TRUSTEE NOMINEE

Documents:

[LETTER FROM KAMIE BROOKSHIRE- RUNNING FOR OKMRF A-LARGE TRUSTEE.PDF](#)

IX. PRESENTATIONS

1. QUESTION AND ANSWER SESSION - WATER QUALITY ISSUES
2. DAN SIMON - PROPERTY EXCHANGE

X. 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 REGULAR MEETING
APPROVAL OF THE MINUTES OF THE COWETA CITY COUNCIL REGULAR MEETING HELD ON JULY 1, 2024. (MARCY KILGORE, CITY CLERK/TREASURER)

Documents:

[240701-COUNCIL MINUTES.PDF](#)

2. COWETA FALL FESTIVAL VENDORS
APPROVAL OF THE WAIVER OF LICENSE FEES AND BACKGROUND CHECKS REQUIRED BY ORDINANCE NO. 857 FOR COWETA CHAMBER OF COMMERCE REGISTERED VENDORS PARTICIPATING IN THE COWETA FALL FESTIVAL SEPTEMBER 12TH THROUGH THE 14TH, 2024. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT- FALL FESTIVAL VENDORS.PDF](#)

3. ROAD CLOSURE - COWETA FALL FESTIVAL
APPROVAL OF A REQUEST FROM THE COWETA CHAMBER OF COMMERCE FOR THE CLOSURE OF HIGHWAY 72 AND CERTAIN CITY STREETS FOR EVENTS RELATED TO THE COWETA FALL FESTIVAL FROM SEPTEMBER 11TH, 2024 TO SEPTEMBER 15TH, 2024. (JULIE CASTEEN, CITY MANAGER)

Documents:

[2024 FALL FESTIVAL STREET CLOSURE REQUEST.PDF](#)

4. APPOINTMENT OF RECEIVING AND REQUISITIONING PERSONNEL

APPROVAL OF THE APPOINTMENT OF ASSISTANT CITY MANAGER MCKAY HALE AND FIRE CHIEF BRIAN WOODWARD TO SERVE AS RECEIVING OFFICERS AND DEPUTY FIRE CHIEF MATTHEW WELDIN AND FIRE MARSHAL JEFF WALLER TO SERVE AS REQUISITIONING OFFICERS FOR PURCHASES UTILIZING THE WAGONER COUNTY SALES TAX ACCOUNT, AND DIRECTION TO THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT- WAGONER COUNTY FIRE TAX REQUISITIONING AND RECEIVING OFFICERS.PDF](#)
[FY25 MASTER RECEIVING OFFICERS DESIGNATION FORM.PDF](#)
[FY25 MASTER REQUISITIONING OFFICERS DESIGNATION FORM.PDF](#)

5. COWETA PUBLIC LIBRARY BOARD APPOINTMENT

CONFIRMATION OF THE APPOINTMENT OF SUE COKER TO THE COWETA PUBLIC LIBRARY BOARD BY THE MAYOR OF THE CITY OF COWETA, OKLAHOMA TO FILL THE VACANT UNEXPIRED TERM ENDING JUNE 1, 2026. (JULIA STEPHENS, LIBRARY DIRECTOR).

Documents:

[240805-LIBRARY BOARD APPOINTMENT OF SUE COKER.PDF](#)

XI. CONSIDER ITEMS REMOVED FROM CONSENT

XII. ADMINISTRATION

1. OKLAHOMA MUNICIPAL RETIREMENT FUND AT-LARGE TRUSTEE ELECTION

DISCUSSION AND CONSIDER ACTION RELATED TO THE CASTING OF A VOTE FOR A NOMINEE TO SERVE AS THE OKLAHOMA MUNICIPAL RETIREMENT FUND AT-LARGE TRUSTEE. (JULIE CASTEEN, CITY MANAGER)

Documents:

[OKMRF NOMINATIONS FOR AT-LARGE POSTION.PDF](#)
[240805-RESO 2024-34 OKMRF BALLOT.PDF](#)

2. METROPOLITAN ENVIRONMENTAL TRUST ANNUAL ASSESSMENT

DISCUSS AND CONSIDER APPROVAL OF THE PAYMENT OF THE FISCAL YEAR 2024-2025 ANNUAL ASSESSMENT FOR THE METROPOLITAN ENVIRONMENTAL TRUST IN THE AMOUNT OF \$27,704.00. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT- MET ANNUAL ASSESSMENT.PDF](#)

3. METROPOLITAN ENVIRONMENTAL TRUST REPRESENTATION

APPROVAL OF THE APPOINTMENT OF MCKAY HALE, ASSISTANT CITY MANAGER, AS THE CITY'S REPRESENTATIVE TO THE METROPOLITAN ENVIRONMENTAL TRUST BOARD OF DIRECTORS. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT- M.E.T. REPRESENTATIVE.PDF](#)

4. JOINT RESOLUTION 2024-35 AGENDA POLICY

DISCUSS AND CONSIDER ACTION ON THE ADOPTION OF RESOLUTION 2024-35, A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA, THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, AND THE BOARD OF TRUSTEES

OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY; ADOPTING AN AGENDA POLICY.
(JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT - AGENDA POLICY.PDF](#)
[240805-RESO 2024-35 AGENDA POLICY.PDF](#)
[AGENDA REQUEST FORM \(PDF\).PDF](#)

5. CEMETERY SOFTWARE AGREEMENT

DISCUSS AND CONSIDER APPROVAL OF AN AGREEMENT WITH PLOTBOX, INC. FOR THE LICENSING AND IMPLEMENTATION OF A CEMETERY SOFTWARE SOLUTION IN AN ANNUAL AMOUNT NOT TO EXCEED TWENTY-ONE THOUSAND (\$21,00.00), FUNDED IN THE CEMETERY FUND, ACCOUNT 03-5400.070, AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL DOCUMENTS RELATED TO THE AGREEMENT. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT- CEMETERY PLOTBOX SOFTWARE.PDF](#)
[COWETA STATEMENT OF WORK.PDF](#)
[PLOTBOX GENERAL TERMS - USA.PDF](#)

6. CROSSROADS COMMUNICATIONS AGREEMENT

DISCUSS AND CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH CROSSROADS COMMUNICATIONS, LLC FOR PUBLIC RELATIONS CONSULTING AND DIRECTION TO THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-CROSSROADS COMMUNICATIONS CONTRACT.PDF](#)
[240805-STAFF REPORT - CROSSROADS COMMUNICATIONS CONTRACT.PDF](#)

7. ODOT FUNDING AGREEMENT - 289TH EAST AVENUE BRIDGE

DISCUSS AND CONSIDER APPROVAL OF AN AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION (ODOT) FOR THE REPLACEMENT OF THE 289TH EAST AVENUE BRIDGE OVER COWETA CREEK AT A TOTAL COST OF \$1.9 MILLION, FUNDED 100% BY ODOT WITH FEDERAL BRIDGE FORMULA PROGRAM FUNDS. (JULIE CASTEEN, CITY MANAGER)

Documents:

[240805-STAFF REPORT - COWETA CREEK BRIDGE S 289TH E AVE.PDF](#)
[38447-04 BFP FUNDING AGREEMENT FOR CITY BRIDGES.PDF](#)

8. SURPLUS OF RESCUE 1 FIRE TRUCK

DISCUSS AND CONSIDER ACTION TO SURPLUS A 2008 FORD RESCUE FIRETRUCK (08-1068) AND ACCEPT A BID FROM HASKELL FIRE FOR THE PURCHASE OF THE RESCUE FIRETRUCK FOR \$45,000.00. (BRIAN WOODWARD, FIRE CHIEF)

Documents:

[240805-STAFF REPORT SURPLUS RESCUE 1.PDF](#)
[240805-RESCUE 1 BID FROM HASKELL FIRE DEPARTMENT.PDF](#)

9. PURCHASE OF RTV SIDE-BY-SIDE

DISCUSS AND CONSIDER APPROVAL OF THE PURCHASE OF A RTV SIDE-BY-SIDE FROM STEWART MARTIN KUBOTA OF BROKEN ARROW FOR THE CEMETERY DEPARTMENT AT A COST NOT TO EXCEED \$22,440.22, UTILIZING SOURCEWELL CONTRACT #86901, FUNDED IN

ACCOUNT 12-5404.013. (RONNY DOOLING, PUBLIC WORKS DIRECTOR)

Documents:

[240805- STAFF REPORT PWA CEMETERY RTV SIDE-BY-SIDE.DOCX](#)
[RTV SIDE-BY SIDE QUOTE FROM STEWART MARTIN KUBOTA OF BROKEN ARROW.PDF](#)

10. PURCHASE OF A 2025 FREIGHTLINER CAB AND CHASSIS AND 15' DUMP BED WITH PLOW AND SPREADER

DISCUSS AND CONSIDER APPROVAL OF THE PURCHASE OF A 2025 FREIGHTLINER CAB AND CHASSIS AND A 15' DUMP BED WITH SNOW PLOW AND SPREADER FOR THE STREETS DEPARTMENT UTILIZING STATE OF OKLAHOMA CONTRACT SW035T, SW0106IT, AND SW0500, AT A COST NOT TO EXCEED \$234,362.00, FUNDED IN ACCOUNT 12-5404.015. (RONNY DOOLING, PUBLIC WORKS DIRECTOR)

Documents:

[240805- STAFF REPORT PWA STREETS 2025 FREIGHTLINER DUMP TRUCK.DOCX](#)
[PREMIER TRUCK GROUP QUOTE.PDF](#)
[INDUSTRIAL TRUCK EQUIPMENT, INC. QUOTE.PDF](#)

11. PURCHASE OF TWO (2) GRASSHOPPER MOWERS

DISCUSS AND CONSIDER APPROVAL OF THE PURCHASE OF TWO (2) 900D-1.3L GRASSHOPPER MOWERS FROM ENLOW AND SONS EQUIPMENT FOR THE PARKS DEPARTMENT UTILIZING STATE OF OKLAHOMA CONTRACT SW0196MM IN THE AMOUNT OF \$24,410.75 EACH FOR A TOTAL COST NOT TO EXCEED OF \$48,821.50, FUNDED IN ACCOUNT 12-5404.014. (RONNY DOOLING, PUBLIC WORKS DIRECTOR)

Documents:

[240805- STAFF REPORT PWA PARKS GRASSHOPPER MOWER.DOCX](#)
[QUOTE FROM ENLOW AND SONS EQUIPMENT.PDF](#)

12. PURCHASE OF A 2024 JOHN DEERE MOWER

DISCUSS AND CONSIDER APPROVAL OF THE PURCHASE OF A 2024 JOHN DEERE MOWER FROM P&K EQUIPMENT, INC. FOR THE CEMETERY DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$12,954.97 UTILIZING STATE OF OKLAHOMA CONTRACT SW0196JD, FUNDED IN ACCOUNT 12-5404.013. (RONNY DOOLING, PUBLIC WORKS DIRECTOR)

Documents:

[240805- STAFF REPORT PWA CEMETERY JOHN DEERE MOWER.PDF](#)
[QUOTE FROM P AND K EQUIPMENT.PDF](#)

13. PUD-R 24-01 SAVANNAH LANDING

DISCUSS AND CONSIDER ACTION ON THE ADOPTION OF PUD-R 24-01 - SAVANNAH LANDING, LOCATED ON A PROPERTY CONSISTING OF APPROXIMATELY 19.91 ACRES, MORE OR LESS, ON THE WEST SIDE OF 305TH EAST AVENUE AND ON THE EAST SIDE OF STATE HIGHWAY 51B, BETWEEN EAST 154TH STREET SOUTH AND EAST 156TH STREET SOUTH, COWETA, OK, IN SECTION 19, TOWNSHIP 17 NORTH, RANGE 16 EAST OF THE INDIAN BASE AND MERIDIAN, WAGONER COUNTY, STATE OF OKLAHOMA. (CAROLYN BACK, COMMUNITY DEVELOPMENT DIRECTOR)

Documents:

[PUD-R 24-01 STAFF REPORT CB.DOCX](#)

[PUD-R 24-01 SAVANNAH PUD.PDF](#)
[PUD-R 24-01 LOCATION MAP.PDF](#)
[PUD-R 24-01 ZONING MAP.PDF](#)
[ORD 886 PUD-R-24-01 FINAL PB.DOCX](#)

14. ORDINANCE 886 - PLANNED UNIT DEVELOPMENT PUD-R 24-01

DISCUSS AND CONSIDER ACTION ON THE ADOPTION OF ORDINANCE 886, AN ORDINANCE OF THE CITY OF COWETA, OKLAHOMA ON AN APPLICATION FOR A PLANNED UNIT DEVELOPMENT, PUD-R 24-01, ON PROPERTY CONSISTING OF APPROXIMATELY 19.91 ACRES, MORE OR LESS, IN COWETA, OKLAHOMA LOCATED ON THE WEST SIDE OF 305TH EAST AVENUE AND ON THE EAST SIDE OF STATE HIGHWAY 51B, BETWEEN EAST 154TH STREET SOUTH AND EAST 156TH STREET SOUTH, COWETA, OK, IN SECTION 19, TOWNSHIP 17 NORTH, RANGE 16 EAST OF THE INDIAN BASE AND MERIDIAN, WAGONER COUNTY, STATE OF OKLAHOMA. (CAROLYN BACK, COMMUNITY DEVELOPMENT DIRECTOR)

Documents:

[PUD-R 24-01 STAFF REPORT CB.DOCX](#)
[SAVANNAH LANDING PUD V2.PDF](#)
[CZ 24-05 PUD-R 24-01 LOCATION MAP.PDF](#)
[CZ 24-05 PUD-R 24-01 ZONING MAP.PDF](#)
[ORD 886 PUD-R-24-01 FINAL PB.DOCX](#)

15. DECLARATION OF AN EMERGENCY ORDINANCE 886

DISCUSS AND CONSIDER ACTION TO DECLARE AN EMERGENCY REGARDING ORDINANCE NO. 886, MAKING IT EFFECTIVE IMMEDIATELY UPON PASSAGE AND APPROVAL.

XIII. EXECUTIVE SESSION

(Pursuant to 25 O.S. Section 307 the City Council may enter into executive session for the purposes specifically provided in this section.)

1. EXECUTIVE SESSION

CONSIDER A MOTION AND VOTE TO ENTER EXECUTIVE SESSION PURSUANT TO TITLE 25 O.S. SECTION 307(B)(3) TO DISCUSS THE POSSIBLE PURCHASE OF CERTAIN REAL PROPERTY LOCATED AT OR NEAR THE INTERSECTION OF STATE HIGHWAY 51 AND EAST 111TH STREET IN THE CITY OF COWETA, BY MEANS OF A REAL PROPERTY TRADE AND TRANSFER OF TITLE TO THE CITY'S CURRENT POLICE AND FIRE STATION PROPERTY.

2. END EXECUTIVE SESSION

EXIT THE EXECUTIVE SESSION TO DISCUSS AND POSSIBLY TAKE ACTION ON THE PURCHASE OF CERTAIN REAL PROPERTY AT OR NEAR THE INTERSECTION OF STATE HIGHWAY 51 AND EAST 111TH STREET IN THE CITY OF COWETA BY MEANS OF A REAL PROPERTY TRADE AND TRANSFER OF TITLE TO THE CITY'S CURRENT POLICE AND FIRE STATION PROPERTY.

XIV. NEW BUSINESS

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

XV. 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.