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, OCTOBER 7, 2024, 6:00 PM

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. EMPLOYEE INTRODUCTIONS
April Costner – Library Assistant – 09/23/2024

Tanner Wiedel – Volunteer Firefighter – 09/30/2024

Ana Martinez – PWA Admin Assistant – 10/04/2024

VII. 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 SEPTEMBER 9, 2024. (MARCY KILGORE, CITY CLERK/TREASURER)

Documents:

240909-COUNCIL MINUTES.PDF

2. 2025 MEETING SCHEDULE
   APPROVAL OF THE 2025 REGULAR PUBLIC MEETING DATES SCHEDULE OF THE COWETA CITY COUNCIL, COWETA PLANNING COMMISSION, COWETA BOARD OF ADJUSTMENTS, AND THE COWETA LIBRARY BOARD. (MARCY KILGORE, CITY CLERK/TREASURER)

   Documents:

   MEETING SCHEDULE 2025.PDF

3. 2025 HOLIDAY SCHEDULE
   APPROVAL OF THE 2025 HOLIDAY SCHEDULE FOR THE CITY OF COWETA. (MARY KILGORE, CITY CLERK/TREASURER)

   Documents:

   HOLIDAY SCHEDULE 2025.PDF

4. 2025 COWETA MUNICIPAL COURT CALENDAR
   APPROVAL OF THE 2025 COWETA MUNICIPAL COURT CALENDAR. (MARCY KILGORE, CITY CLERK/TREASURER)

   Documents:

   COURT CALENDAR 2025.PDF

5. APPOINTMENT TO BOARD OF ADJUSTMENT - BRIANA LIBEY
   CONFIRMATION OF THE APPOINTMENT OF BRIANA LIBEY TO THE COWETA BOARD OF ADJUSTMENT BY THE MAYOR OF THE CITY OF COWETA, OKLAHOMA FOR AN EXPIRED TERM THAT ENDS JUNE 1, 2025. (CAROLYN BACK, COMMUNITY DEVELOPMENT DIRECTOR)

   Documents:

   241007 BRIANA LIBEY APPOINTMENT.PDF

6. APPOINTMENT TO PLANNING COMMISSION - KACI BARNETT
   CONFIRMATION OF THE APPOINTMENT OF KACI BARNETT TO THE COWETA PLANNING COMMISSION BY THE MAYOR OF THE CITY OF COWETA, OKLAHOMA FOR A PREVIOUSLY EXPIRED TERM. FULL THREE-YEAR TERM SHALL EXPIRE JUNE 1, 2027. (CAROLYN BACK, COMMUNITY DEVELOPMENT DIRECTOR)

   Documents:

   241007 KACI BARNETT APPOINTMENT.PDF

VIII. CONSIDER ITEMS REMOVED FROM CONSENT

IX. ADMINISTRATION

1. REVIEW AND APPROVE ACCEPTANCE AND SURPLUS OF FORFEITURE PROPERTY
   DISCUSS AND CONSIDER ACTION TO ACCEPT FORFEITURE PROPERTY FROM THE STATE OF OKLAHOMA, ONE 2018 DODGE CHARGER, AND THEN SURPLUS THAT PROPERTY TO ALL HEART WRECKER SERVICE. (MIKE BELL, CHIEF OF POLICE)

   Documents:

   FORFEITURE PAPERWORK ON DODGE CHARGER 2018.PDF

FORFEITURE OF PROPERTY TO THE CITY OF COWETA.DOCX

2. XPRESS BILL PAY GATEWAY ADMINISTRATIVE SERVICE AGREEMENT
   DISCUSS AND CONSIDER APPROVAL OF A GATEWAY ADMINISTRATIVE SERVICE AGREEMENT WITH XPRESS SOLUTIONS, INC. AND AUTHORIZATION FOR THE CITY MANAGER TO EXECUTE THE AGREEMENT. (JULIE CASTEEN, CITY MANAGER)

   Documents:

   241007-STAFF REPORT - XPRESS BILL PAY.PDF
   COWETA XPRESS BILL PAY AGREEMENT.PDF
   COWETA OK COST ANALYSIS - JULY 2024.PDF
   XPRESS BILL PAY FLYER.PDF

3. CDBG GRANT AWARD
   DISCUSS AND CONSIDER ACTION TO ACCEPT A CDBG GRANT IN THE AMOUNT OF $418,000.00 FOR WATER SYSTEM IMPROVEMENTS AND AUTHORIZE THE MAYOR AND CITY MANAGER TO EXECUTE DOCUMENTS RELATED TO THE GRANT (CONTRACT 19508 CDBG 24). (JULIE CASTEEN, CITY MANAGER)

   Documents:

   241007-STAFF REPORT CDBG GRANT AWARD.PDF
   19508 CDBG 24 CONTRACT.PDF

4. CONTRACT FOR CDBG GRANT ADMINISTRATION
   DISCUSS AND CONSIDER ACTION TO APPROVE A CONTRACT WITH EASTERN OKLAHOMA DEVELOPMENT DISTRICT (EODD) IN THE AMOUNT OF $33,000 FOR THE ADMINISTRATION OF A COMMUNITY DEVELOPMENT BLOCK GRANT (19508 CDBG 24). (JULIE CASTEEN, CITY MANAGER)

   Documents:

   241007-STAFF REPORT CDBG GRANT ADMINISTRATION CONTRACT.PDF
   EODD CDBG ADMINISTRATION CONTRACT - COWETA-SIGNED 10-2-24.PDF

5. INCOG GO PLAN COMMUNITY BICYCLE AND PEDESTRIAN MASTER PLAN
   DISCUSS AND CONSIDER ACTION TO APPROVE AN AGREEMENT WITH INCOG FOR A COMMUNITY BICYCLE AND PEDESTRIAN MASTER PLAN IN THE TOTAL AMOUNT OF $25,000.00, WITH THE COST BEING DIVIDED BETWEEN INCOG PAYING 50%, AND THE CITY OF COWETA PAYING 50% OR APPROXIMATELY $12,500.00. (JULIE CASTEEN, CITY MANAGER)

   Documents:

   241007-STAFF REPORT - INCOG GO PLAN.PDF
   COWETACONTRACT GO PLAN.PDF

6. PUBLIC NUISANCE PROPERTY
   DISCUSS AND CONSIDER ACTION TO APPROVE A 7-DAY WAITING PERIOD TO DELAY THE ABATEMENT PROCESS FOR PROPERTY LOCATED AT 15966 S 296TH E AVENUE IN COWETA, OKLAHOMA. (JULIE CASTEEN, CITY MANAGER)

   Documents:

   241007-STAFF REPORT PUBLIC NUISANCE PROPERTY.PDF

7. DANGEROUS DILAPIDATED AND UNINHABITABLE STRUCTURES
   DISCUSS AND REQUEST DIRECTION ON ANTICIPATED ENFORCEMENT ACTIONS OF

DANGEROUS DILAPIDATED AND UNINHABITABLE STRUCTURES. (CAROLYN BACK, COMMUNITY DEVELOPMENT DIRECTOR)

Documents:

241007 DANGEROUS DILAPIDATED STRUCTURES STAFF REPORT.PDF
DILAPIDATED PROPERTY PHOTOS FOR CC OCT 7.PDF
DILAPIDATED STRUCTURES MAP FOR CC OCT 7.PDF
CHAPTER 5-3 NUISANCES.PDF

8. RESOLUTION 2024-41 ACCEPTING COWETA TRAILS II WATER AND SEWER INFRASTRUCTURE
DISCUSS AND CONSIDER ACTION ON THE ADOPTION OF RESOLUTION 2024-41, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA ACCEPTING AS DEDICATED PUBLIC IMPROVEMENTS CERTAIN SANITARY SEWER, AND WATER LINE IMPROVEMENTS AS SHOWN ON THE FINAL PLAT FOR THE COWETA TRAILS SUBDIVISION, LOCATED IN SECTION 35, TOWNSHIP 18 NORTH, RANGE 15 EAST, OF THE INDIAN BASE AND MERIDIAN, WAGONER COUNTY, STATE OF OKLAHOMA. (CAROLYN BACK, COMMUNITY DEVELOPMENT DIRECTOR)

Documents:

241007 COWETA TRAILS II WATER SEWER ACCEPTANCE SR.PDF
241007 RESOLUTION 2024-41.PDF
COWETA TRAILS.PDF
COWETA TRAILS COV.PDF
LTR-BACK APPROVAL - COWETA TRAILS II (UTILITIES).PDF
HAMILTON BUILDERS MAINTENANCE BOND.PDF

9. RESOLUTION 2024-38 ADOPTING BUDGET AMENDMENTS
DISCUSSION AND POSSIBLE ACTION ON THE ADOPTION OF RESOLUTION 2024-38, 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 FOR FISCAL YEAR ENDING JUNE 30, 2025. (MCKAY HALE, ASSISTANT CITY MANAGER)

Documents:

241007-STAFF REPORT - SUPPLEMENTALS GOVERNMENTAL ROLLOVERS.PDF
241007-SUPPLEMENTALS RESO 2024-38-GOVT.PDF

10. RESOLUTION 2024-40 REGARDING BUDGET AMENDMENTS FY25
DISCUSSION AND POSSIBLE ACTION ON THE ADOPTION OF RESOLUTION 2024-40, 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 FISCAL YEAR ENDING JUNE 30, 2025. (MCKAY HALE, ASSISTANT CITY MANAGER)

Documents:

241007-SUPP STAFF REPORT - SUPPLEMENTAL RESO 2024-40-GOVT AWARDS.PDF
241007-SUPPLEMENTAL RESO 2024-40-GOVT GRANT AWARDS.PDF

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

XI. 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.