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**AGENDA - REGULAR MEETING
COWETA CITY COUNCIL
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, JUNE 2, 2025 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. ROLL CALL

Naomi Hogue ____ Harold Chance ____ Lauren Given ____ Caroline Martin ____
Jeremy Barnett ____

III. 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.)

IV. CITY MANAGER REPORT

1. NEW HIRES

Michael Alvarado, 05/22/25 – Seasonal Parks Maintenance
Skyler Stafford, 05/28/25 – Streets Maintenance

V. 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 May 5, 2025.
(Marcy Kilgore, City Clerk/Treasurer)

2. SURPLUS PROPERTY

Approval of Declaration of Surplus on the following items and authorizing the City Manager to dispose of them accordingly:

1. 13-1867 - Police 2013 Dodge Charger
2. 11-5836 - Streets 2011 Ford F150 Crew Cab
3. Streets Rhino DB150 Ditch Bank

4. Streets Backhoe Ditching Bucket

Julie Casteen, City Manager

3. **AGREEMENT WITH KI BOIS COMMUNITY ACTION**

Approval and authorization for the mayor to sign a contract with KI BOIS Community Action Foundation in the amount of \$50,000.00 for the provision of transportation services within the City of Coweta, Oklahoma.

Julie Casteen, City Manager

4. **CITY OF COWETA'S 911 SYSTEM REVIEW - THIRD QUARTER FY2025**

Approval of the quarterly financial results and operational activities of the City of Coweta's 911 system for the quarter ending March 31, 2025, in accordance with 63 O.S. §2868 v2(H).

Marcy Kilgore, City Clerk/Treasurer

5. **RESOLUTION 2025-17, RENEWAL OF SALES TAX AGREEMENT**

Consider action on the adoption of Resolution No. 2024-26, a resolution of the City Council of the City of Coweta, Oklahoma, whereby the City of Coweta, Oklahoma, agrees to make payments to the Coweta Public Works Authority in amounts sufficient to pay principal and interest on the Authority's 2016 Utility System Revenue Bonds.

Julie Casteen, City Manager

6. **SCHOOL RESOURCE OFFICER (SRO) MEMORANDUM OF UNDERSTANDING 2025-2026**

Discuss and consider approval of the School Resource Officer MOU, an Understanding of Services provided by the Coweta Police Department to the Coweta Public Schools.

Mike Bell, Police Chief

7. **RENEWAL OF STORAGE BUILDING LEASE AGREEMENT**

Approval of a 12-month lease for storage of Fire Department and Public Works Department equipment.

Brian Woodward, Fire Chief

8. **REAPPOINTMENT OF LINDA DYER TO BOARD OF ADJUSTMENT**

Confirmation of the reappointment of Linda Dyer to the Coweta Board of Adjustment by the Mayor of the City of Coweta, Oklahoma for a term ending June 1, 2028.

Carolyn Back, Community Development Director

VI. CONSIDER, DISCUSS AND TAKE ACTION ON ITEMS REMOVED FROM CONSENT

VII. ADMINISTRATION

1. **ECONOMIC DEVELOPMENT SUPPORT FOR GREAT SCOTT FIREWORKS DISPLAY**

Discuss and consider approval of a request for economic development support of the Great Scott Fireworks Display to be held at the Broken Arrow Roundup Club Arena on June 15, 2025.

Julie Casteen, City Manager

2. **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

3. BEER IN PARK PERMIT

Discuss and consider approval of a permit for Beer in Park for an adult softball league at the Coweta Sports Complex.

Julie Casteen, City Manager

4. RESOLUTION 2025-12 ON FY26 BUDGET ADOPTION

Discuss and consider action on the adoption of Resolution No. 2025-12, a resolution of the City Council of the City of Coweta, Oklahoma; adopting the budget for the General Fund, the Street and Alley Fund, the Cemetery Fund, the Library Fund, the Rural Fire Fund, the Self Insurance Fund, the E-911 Fund, the Grant Fund, and the Capital Improvement Fund for the fiscal year beginning July 1, 2025, and ending June 30, 2026; and providing for the investment of these funds.

Julie Casteen, City Manager

5. JOINT RESOLUTION 2025-15 MASTER FEE SCHEDULE

Discuss and consider action on the adoption of Resolution 2025-15, 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; establishing a master fee schedule confirming and modifying fees, fines, and rates charged by the City of Coweta, the Coweta Public Works Authority, and the Coweta Industrial Development Authority to be effective July 1, 2025.

Julie Casteen, City Manager

6. CUSTOM CAB RESCUE TRUCK

Discuss and consider approval of the purchase a Custom Cab Rescue Truck from Summit Fire Apparatus in the amount of \$618,000.

Brian Woodward, Fire Chief

7. RESOLUTION 2025-11 OHIO STATE COOPERATIVE PURCHASING PROGRAM

Discuss and consider action on the adoption of Resolution 2025-11, a Resolution of the City Council of the City of Coweta, Oklahoma; authorizing the City of Coweta to participate in the State of Ohio's Cooperative Purchasing Program.

Julie Casteen, City Manager

8. RESOLUTION 2025-16 TSET LEGACY GRANT APPLICATION WITH FUNDING MATCH

Discuss and consider the adoption of Resolution 2025-16, a resolution of the City Council of the City of Coweta, Oklahoma; authorizing an application for the TSET Legacy Grant Program and committing matching funds.

Julie Casteen, City Manager

9. CITY OF COWETA MISSION STATEMENT

Discuss and consider the adoption of a Mission Statement for the City of Coweta.

Julie Casteen, City Manager

10. ORDINANCE 902 - RESTRICTIONS ON TOBACCO AND VAPOR PRODUCTS

An ordinance of the City of Coweta, Oklahoma; amending Coweta City Code, Title 5, "Health, Sanitation and Environment," Chapter 5-5, "Use of Tobacco and Vapor Products"; re-titling this chapter as "Restrictions on Tobacco and Vapor Products"; creating a new Article 5-5A, titled "Tobacco and Vapor Product Use on City Property Prohibited"; specifically repealing Title 7, "Offenses and Crimes," Chapter 7-7, "Minors," Article 7-7B, "Tobacco and Vapor Products to Minors"; enacting a new Article 5-5B, "Prevention of Youth Access to Tobacco and Vapor Products"; providing for severability; and declaring an emergency.

Julie Casteen, City Manager

11. DECLARATION OF AN EMERGENCY ORDINANCE 902

Discuss and consider action to declare an emergency regarding Ordinance 902, making it effective immediately upon passage and approval

Julie Casteen, City Manager

12. FY25 AUDIT PROPOSAL

Discuss and consider acceptance of a proposal from Hinkle & Company, PC to provide auditing services for the fiscal year ending June 30, 2025 in the amount of \$34,500, with half being paid by the Coweta Public Works Authority, and authorization for the Mayor and City Manager to accept and sign all documents related to the engagement.

McKay Hale, Assistant City Manager

13. PURCHASE OF STORMWATER PIPE FOR REPAIRS AT ROLAND PARK

Discuss and consider approval of the purchase of 360 linear feet of 36" HDPE pipe at a total cost of \$17,830.80, budgeted in account 01-5209.015.

Edgar Barroso, Public Works Director

14. EMERGENCY STREET REPAIRS ON 289TH EAST AVENUE SOUTH OF HICKORY STREET

Discuss and consider approval of emergency street repairs at 289th East Avenue south of Hickory Street

Edgar Barroso, Public Works Director

15. WSB STORMWATER CONTRACT APPROVAL

Discuss and consider approval to enter into a professional services agreement with WSB LLC for \$41,000 to become the designated City of Coweta Stormwater Management consultant.

Carolyn Back, Community Development Director

16. ORDINANCE 898 - BOWMAN DENTAL PARTIAL ALLEY CLOSURE

Discuss and consider action on the adoption of Ordinance 898, an ordinance of the City of Coweta, Oklahoma; closing a portion of a public alleyway located south of Lots 8 through 12, Block 34, within the "New Coweta City" subdivision of the City of Coweta and extending west from State Highway 51 to North Fairlane Avenue, all more particularly described in this ordinance and depicted on the attached Exhibit "A"; providing for severability; and declaring an emergency.

Carolyn Back, Community Development Director

17. DECLARATION OF AN EMERGENCY ORDINANCE 898

Discuss and consider action to declare an emergency regarding Ordinance 898, making it effective immediately upon passage and approval.

Carolyn Back, Community Development Director

18. BOWMAN OF COWETA - FINAL PLAT

Discuss and consider action on a request for final plat approval of Bowman of Coweta, a subdivision within the City of Coweta, of approximately 0.442 acres, One Lot and One Block. Located in Section Eighteen (18), Township Seventeen (17) North, Range Sixteen (16) East, of the Indian Base and Meridian, Wagoner County, State of Oklahoma. The land is zoned General Commercial (CG).

Carolyn Back, Community Development Director

19. ORDINANCE 899 - VILLA HOMES PARTIAL 7.5 FT DRAINAGE EASEMENT CLOSURE

Discuss and consider action on the adoption of Ordinance 899, an ordinance of the City of Coweta, Oklahoma; closing a two-foot (2) portion of a seven and one-half foot (7.5) drainage easement located along the west lot line of Lot 10, Block 6, Wynstone-Phase 3 subdivision of the City of Coweta, that lot having the street address of 28051 East 109th Street, all as more particularly described in this ordinance and depicted on attached exhibit "A"; providing for severability and declaring an emergency.

Carolyn Back, Community Development Director

20. DECLARATION OF AN EMERGENCY ORDINANCE 899

Discuss and consider action to declare an emergency regarding Ordinance 899, making it effective immediately upon passage and approval.

Carolyn Back, Community Development Director

21. ORDINANCE 901 - AMENDMENT OF SECTIONS 13-7-4 AND 13-7-8 - SUBDIVISION REGULATIONS

Discuss and consider action on the adoption of Ordinance 901, an ordinance of the City of Coweta, Oklahoma; amending Coweta City Code Title 13, "Subdivisions", Chapter 13-7 "Required Improvements and Improvement Standards"; Amending Section 13-7-4, titled "Contractor Bond and Insurance"; re-naming Section 13-7-4 to "Subdivider's Performance Bond or Escrow Account" and clarifying the purposes of such bonds and accounts; amending Section 13-7-8, titled "Maintenance Bond"; re-naming Section 13-7-8 to "Subdivider's Maintenance Bond"; increasing the amount of maintenance bond to 100 percent of the cost of construction for certain improvement and clarifying the purpose of maintenance bonds; providing for the protection of existing rights and remedies; providing for severability; and declaring an emergency.

Carolyn Back, Community Development Director

22. DECLARATION OF AN EMERGENCY ORDINANCE 901

Discuss and consider action to declare an emergency regarding Ordinance 901, making it effective immediately upon passage and approval.

Carolyn Back, Community Development Director

23. PUBLIC HEARING ANNEXATION

Public hearing to receive public comment on a request for annexation of 160-acres into the City Limits of Coweta, Oklahoma, by consent of the applicant owner; describing the subject property as follows: The Southwest Quarter (SW/4) of Section Thirty-Three (33), Township Eighteen (18) North, Range Fifteen (15) East, Wagoner County, State of Oklahoma.

Carolyn Back, Community Development Director

24. ORDINANCE 900 - ANNEXATION 160-ACRES NORTHEAST CORNER OF 121ST ST S AND 225TH E AVE

Discuss and consider action on the adoption of Ordinance 900, an ordinance of the City of Coweta, Oklahoma; annexing territory described as all of the Southwest Quarter (SW/4) of Section Thirty-Three (33), Township Eighteen (18) North, Range Fifteen (15) East of the Indian Base and Meridian, Wagoner County, into the corporate limits of the City of Coweta, Oklahoma; describing the annexed territory by legal description in this ordinance, and by a map which is attached as Exhibit "A", providing that the territory shall be subject to the jurisdiction, control, and ordinances of the City; directing certain required notifications; providing for severability; and declaring and emergency.

Carolyn Back, Community Development Director

25. DECLARATION OF AN EMERGENCY ORDINANCE 900

Discuss and consider action to declare an emergency regarding Ordinance 900 making it effective immediately upon passage and approval.

Carolyn Back, Community Development Director

26. WARD 3 APPOINTMENT

Discuss and consider action on the appointment of a candidate to the Ward 3 Council Seat, including possible discussions with applicants.

Julie Casteen, City Manager

VIII. NEW BUSINESS

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

IX. ADJOURNMENT

IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL AT LEAST 24 HOURS BEFORE THE MEETING.