

**MINUTES OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, JULY 9, 2019 6:00 P.M., MUNICIPAL BOARDROOM**

**1. Call to Order**

The meeting was called to order by Mayor Upton at 6:00 p.m. in the Municipal Boardroom.

**2. Opening Business**

- a. Invocation by Scott Neighbors, First Baptist Church
- b. Flag Salute by Billy Wakefield, Deputy Police Chief
- c. Roll Call by City Clerk Shirley Lett

PRESENT: Herb Forbes, Robin Edens, Joyce Jech, Linda Lofts, Roger Upton, Geoff McGoffin, Cody Fuentes

ABSENT: NONE

STAFF: Shirley Lett, Dan Yancey and other staff members.

**3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.**

- A. Approval of the minutes of the June 11, 2019 Regular Meeting.
- B. Approval of Purchase Orders/Warrants for 6/27/19: (#132675-#132757)
 

i.	General Fund	\$38,830.72
ii.	Cemetery Fund	\$353.48
iii.	Airport Fund	\$26,573.36
iv.	One Cent Capital Projects	\$90,480.29
v.	One/Half Cent Cap Projects	\$568.01
vi.	Payroll (6/7/19)	\$147,445.86
- C. Approval of Purchase Orders/Warrants for 7/8/19: (#132813-#132926)
 

i.	General Fund	\$151,959.38
ii.	Cemetery Fund	\$1,453.87
iii.	Airport Fund	\$259.77
iv.	Court Fund	\$499.01
v.	One Cent Capital Projects	\$17,313.30
vi.	One/Half Cent Cap Projects	\$253,744.81
vii.	Payroll (6/21/19)	\$215,853.47

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Councilor Jech to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

**4. Consideration and appropriate action relating to items removed from the Consent Agenda.**

Item was skipped. No action was taken.

**5. Presentation of a retirement plaque to Pat Dean for his years of service as Skiatook Police Chief.****6. Discussion regarding the possible expansion of the Osage Gardens Cemetery to the south.****7. Discussion regarding mobile food vendor licensing in Skiatook.**

**8. Discussion and possible consideration and appropriate action related to the issuance of a permit to the Osage Nation Skiatook Johnson O'Malley (JOM) organization to hold a back to school bash at Skiatook Central Park on the evening of August 9, 2019 that will include bounce houses, food, and a movie for the residents of Skiatook.**

Motion was made by Vice-Mayor Forbes and 2<sup>nd</sup> by Councilor Edens to approve a permit to the Osage Nation Skiatook Johnson O'Malley (JOM) organization to hold a back to school bash at Skiatook Central Park on the evening of August 9, 2019 from 4:00 PM-11:00 PM that will include bounce houses, food, and a movie for the residents of Skiatook.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**9. Discussion and possible consideration and appropriate action related to the approval of Ordinance 2019-06, AN ORDINANCE CHANGING AND AMENDING THE ZONING CLASSIFICATION FROM AG (AGRICULTURAL DISTRICT) TO RS-2 (SINGLE FAMILY MEDIUM DENSITY DISTRICT) OF THE SOUTH 950' +/- OF GOVERNMENT LOT 1, IN SECTION THIRTY-FIVE (35), TOWNSHIP TWENTY-TWO (22) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDAN, TULSA COUNTY, STATE OF OKLAHOMA AND THE NORTH 19' LOT 1, BLOCK 1, LITTLE OSAGE ESTATES, A SUBDIVISION TO THE CITY OF SKIATOOK, TULSA COUNTY, OKLAHOMA, AS SET FORTH IN ZONING APPLICATION NO. SKZ-200, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EFFECTIVE DATE.**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Vice-Mayor Forbes to approve Ordinance 2019-06, AN ORDINANCE CHANGING AND AMENDING THE ZONING CLASSIFICATION FROM AG (AGRICULTURAL DISTRICT) TO RS-2 (SINGLE FAMILY MEDIUM DENSITY DISTRICT) OF THE SOUTH 950' +/- OF GOVERNMENT LOT 1, IN SECTION THIRTY-FIVE (35), TOWNSHIP TWENTY-TWO (22) NORTH, RANGE TWELVE (12) EAST OF THE INDIAN BASE AND MERIDAN, TULSA COUNTY, STATE OF OKLAHOMA AND THE NORTH 19' LOT 1, BLOCK 1, LITTLE OSAGE ESTATES, A SUBDIVISION TO THE CITY OF SKIATOOK, TULSA COUNTY, OKLAHOMA, AS SET FORTH IN ZONING APPLICATION NO. SKZ-200, REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, AND DECLARING AN EFFECTIVE DATE.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**10. Discussion and possible consideration and appropriate action relating to Council approval of the Planning Commission's recommendation, with a stipulation, to accept the preliminary plat for Little Osage Estates 2, a single family residential subdivision, located on the east side of South Osage Ave., between 133rd St. N. and 136th St. North, Skiatook.**

Motion was made by Mayor Upton and 2<sup>nd</sup> by Councilor Edens to approve the Planning Commission's recommendation, with a stipulation, to accept the preliminary plat for Little Osage Estates 2, a single family residential subdivision, located on the east side of South Osage Ave., between 133rd St. N. and 136th St. North, Skiatook.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**11. Discussion and possible consideration and appropriate action related to Lot Split Application Number SKL-181, proposed to create two (2) tracts consisting of .67 acres and .09 acres, more or less, and generally located in Lot Fifteen (15), Block One (1), a Subdivision in Section Nineteen (19), Township Twenty-two (22) North, Range Thirteen (13) East, Tulsa County, at the approximate location of North 19th East Court and North 21st East Avenue, Breton Ridge Subdivision, Skiatook (Applicant: Chris Hancock).**

Motion was made by Vice-Mayor Forbes and 2<sup>nd</sup> by Councilor McGoffin to approve Lot Split Application Number SKL-181, proposed to create two (2) tracts consisting of .67 acres and .09 acres, more or less, and generally located in Lot Fifteen (15), Block One (1), a Subdivision in Section Nineteen (19), Township Twenty-two (22) North, Range Thirteen (13) East, Tulsa County, at the approximate location of North 19th East Court and North 21st East Avenue, Breton Ridge Subdivision, Skiatook (Applicant: Chris Hancock).

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**12. Discussion and possible consideration and appropriate action related to Lot Split Application Number SKL-182, proposed to create two (2) tracts consisting of .83 acres and .10 acres, more or less, and generally located in Lot Sixteen (16), Block One (1), a Subdivision in Section Nineteen (19), Township Twenty-two (22) North, Range Thirteen (13) East, Tulsa County, at the approximate location of North 19th East Court and North 21st East Avenue, Breton Ridge Subdivision, Skiatook (Applicant: Chris Hancock).**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Vice-Mayor Forbes to approve Lot Split Application Number SKL-182, proposed to create two (2) tracts consisting of .83 acres and .10 acres, more or less, and generally located in Lot Sixteen (16), Block One (1), a Subdivision in Section Nineteen (19), Township Twenty-two (22) North, Range Thirteen (13) East, Tulsa County, at the approximate location of North 19th East Court and North 21st East Avenue, Breton Ridge Subdivision, Skiatook (Applicant: Chris Hancock).

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**13. Review of bids received, and possible award of bid and contract for the "Install Medium Intensity Taxiway Lights" project, AIP 3-40-0089-013-2019, at the Skiatook Municipal Airport to the lowest responsible bidder, subject to the receipt of grant from the Federal Aviation Administration for project funding. (Low Bidder: Third Generation Electrical, Inc. in the amount of \$188,720.00)**

Motion was made by Mayor Upton and 2<sup>nd</sup> by Councilor Jech to award the bid and contract for the "Install Medium Intensity Taxiway Lights" project, AIP 3-40-0089-013-2019, at the Skiatook Municipal Airport to Third Generation Electrical, Inc. in the amount of \$188,720.00, subject to the receipt of grant from the Federal Aviation Administration for project funding.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**14. Discussion and possible consideration and appropriate action related to the approval of Resolution 2019-06, a Resolution of the City Council of the City of Skiatook, Oklahoma, approving the application for a grant from the Federal Aviation Administration for AIP 3-40-0089-013-2019 the "Install Medium Intensity Taxiway Lights" project; accepting the grant if awarded; and authorizing the Mayor to execute the grant application and grant agreement.**

Motion was made by Mayor Upton and 2<sup>nd</sup> by Councilor Edens to approve Resolution 2019-06, a Resolution of the City Council of the City of Skiatook, Oklahoma, approving the application for a grant from the Federal Aviation Administration for AIP 3-40-0089-013-2019 the "Install Medium Intensity Taxiway Lights" project; accepting the grant if awarded; and authorizing the Mayor to execute the grant application and grant agreement.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes  
NO: NONE

**15. City Manager's Report:**

**a. Update regarding the "Fantasy in the Sky" Independence Day celebration.**

**16. Public Comment Forum**

*\*To be eligible to speak, you must be identified by the Mayor. You must come to the microphone to speak and must clearly state your name and address.*

**17. Adjournment.**

Motion was made by Vice-Mayor Forbes and 2<sup>nd</sup> by Councilor Loftis to adjourn.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

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Roger Upton, Mayor

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Herb Forbes, Vice Mayor

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Robin Edens, Councilor

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Joyce Jech, Councilor

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Linda Loftis, Councilor

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Shirley Lett, City Clerk

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Geoff McGoffin, Councilor

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Date Minutes Approved:

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Cody Fuentes, Councilor

**MINUTES OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY  
TUESDAY, July 9, 2019 6:00 P.M., MUNICIPAL BOARDROOM**

**1. Call to Order**

The meeting was called to order by Chairman Upton at 6:47 pm in the Municipal Boardroom.

**2. Roll Call**

PRESENT: Herb Forbes, Robin Edens, Joyce Jech, Linda Loftis, Roger Upton, Geoff McGoffin, Cody Fuentes

ABSENT: NONE

STAFF: Shirley Lett, Dan Yancey and other staff members.

**3. Consideration and appropriate action relating to a request for approval of the Consent Agenda.**

- a. Approval of the minutes of the June 11, 2019 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 6/27/19: (#132675-#132757)
  - i. SPWA \$104,224.90
  - ii. SPWA (6/7/19) \$49,522.81
- c. Approval of Purchase Orders/Warrants for 7/8/19: (#132813-#132926)
  - i. SPWA \$678,781.18
  - ii. Payroll (6/21/19) \$70,691.72

Motion was made by Vice-Chairman Forbes and 2<sup>nd</sup> by Trustee Edens to approve the Consent Agenda.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

**4. Consideration and appropriate action relating to items removed from the Consent Agenda.**

Item was skipped. No action was taken.

**5. Adjournment**

Motion was made by Vice Chairman Forbes and 2<sup>nd</sup> by Chairman Upton to adjourn.

YES: Forbes, Edens, Jech, Loftis, Upton, McGoffin, Fuentes

NO: NONE

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Roger Upton, Chairman

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Herb Forbes, Vice Chairman

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Robin Edens, Trustee

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Joyce Jech, Trustee

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Linda Loftis, Trustee

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Shirley Lett, City Clerk

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Geoff McGoffin, Trustee

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Date Minutes Approved:

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Cody Fuentes, Trustee