

**MINUTES OF THE MEETING  
OF THE SKIATOOK CITY COUNCIL  
TUESDAY, March 8, 2022 6:00 P.M., MUNICIPAL BOARDROOM**

**1. Call to Order**

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

**2. Opening Business**

- a. Invocation by Trey Harper, Skiatook Christian Church
- b. Flag Salute by Brad White, City Manager
- c. Roll Call by Shirley Lett, City Clerk

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

**ABSENT:**

**STAFF:** Brad White, Shirley Lett, 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 February 8, 2022 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 02/22/22 (#142029-#142106)
  - i. General Fund \$43,500.44
  - ii. Cemetery Fund \$575.30
  - iii. Airport Fund \$3,187.26
  - iv. One Cent Capital Projects \$5,417.99
  - v. One Half Cent Capital Projects \$32,236.11
- c. Approval of Purchase Orders/Warrants for 03/08/22 (#142151-#142246)
  - vi. General Fund \$151,667.53
  - vii. Cemetery Fund \$2,692.23
  - viii. Airport Fund \$2,888.83
  - ix. Court Fund \$198.40
  - x. One Cent Capital Projects \$13,753.75
  - xi. Payroll (02-11-22) \$165,391.24
  - xii. Payroll (02-25-22) \$237,159.24
- d. Approval of Budget Amendment to Revenue line 01-338 (General Misc.) and Supplemental Appropriation to Expense line 01-406-531 (Fire Dept. Travel and Training) in the amount of \$5,225.00 for FEMA Grant reimbursement for Firefighter training.

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

**YES:** Forbes, Edens, McGoffin, Loftis, Upton, Fuentes, Jech  
**NO:** None

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

Item was skipped. No action was taken.

**5. Discussion and possible consideration and appropriate action related to the approval of the use of Central Park for a Community "Son Rise" service on Easter Sunday, April 17<sup>th</sup>, 2022, from 6:30am to 9:30am, hosted by Community Lighthouse Church and Skiatook Christian Church.**

Motion was made by Councilor Forbes and 2<sup>nd</sup> by Councilor Loftis to approve the use of Central Park for a Community "Son Rise" service on Easter Sunday, April 17<sup>th</sup>, 2022, from 6:30am to 9:30am, hosted by Community Lighthouse Church and Skiatook Christian Church.

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

No: None

- 6. Discussion and possible consideration and appropriate action related to the approval of use of Central Park for the Chamber of Commerce's 'Third Thursday in the Park' for the following dates: May 19<sup>th</sup>, June 16<sup>th</sup>, July 21<sup>st</sup>, Aug. 18<sup>th</sup>, & Sept. 15<sup>th</sup>, 2022.**

Motion was made by Councilor Jech and 2<sup>nd</sup> by Vice Mayor Fuentes to approve use of Central Park for Chamber of Commerce's Third Thursday in the Park for the above referenced dates.

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

NO: None

- 7. Discussion and possible consideration and appropriate action related to the approval of Lot Split Application Number SKL-193, proposed to create two separate (2) tracts of land, consisting of the west 13.5 feet and the east 11.5 feet, more or less, and generally located in Lot Forty-Two (42), Block Five (5), Vineyard Addition, a Subdivision located within Section Twenty-six (26), Township Twenty-two (22) North, Range Twelve (12) East of the Indian Base and Meridian, City of Skiatook, Tulsa County, Oklahoma, at the approximate location of 439 East Oak, Skiatook (Applicant: Hilton Development Company, LLC, Brad Hilton).**

Motion was made by Councilor Forbes and 2<sup>nd</sup> by Vice-Mayor Fuentes to approve Lot Split Application Number SKL-193, proposed to create two separate (2) tracts of land, consisting of the west 13.5 feet and the east 11.5 feet, more or less, and generally located in Lot Forty-Two (42), Block Five (5), Vineyard Addition, a Subdivision located within Section Twenty-six (26), Township Twenty-two (22) North, Range Twelve (12) East of the Indian Base and Meridian, City of Skiatook, Tulsa County, Oklahoma, at the approximate location of 439 East Oak, Skiatook (Applicant: Hilton Development Company, LLC, Brad Hilton).

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

NO: None

- 8. Discussion and possible consideration and appropriate action related to the approval of the appointment of Jake Carter to the Skiatook Planning Commission board to complete a three (3) year term that expires July 1, 2023.**

Motion was made by Councilor Forbes and 2<sup>nd</sup> by Councilor Upton to approve the appointment of Jake Carter to the Skiatook Planning Commission board to complete a three (3) year term that expires July 1, 2023.

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

NO: None

- 9. Discussion and possible consideration and appropriate action related to the approval of an Interlocal Agreement between the Board of County Commissioners of Tulsa County, Oklahoma, and the City of Skiatook, Oklahoma. (Star Lake Addition Street Project)**

Motion was made by Vice-Mayor Fuentes and 2<sup>nd</sup> by Councilor Forbes to approve the Interlocal Agreement between the Board of County Commissioners of Tulsa County, Oklahoma, and the City of Skiatook, Oklahoma. (Star Lake Addition Street Project)

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

**10. Discussion and possible consideration and appropriate action related to the approval of an Agreement by and between The Indian Nation Council of Governments and the City of Skiatook for Traffic Technology Improvements.**

Motion was made by Vice-Mayor Fuentes and 2<sup>nd</sup> by Councilor Upton to approve the Agreement by and between The Indian Nation Council of Governments and the City of Skiatook for Traffic Technology Improvements.

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

**11. Discussion and possible consideration and appropriate action related to approval of Resolution 2022-01, A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, APPROVING A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH HDOK MANAGEMENT, LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (WITH A LEGAL DESCRIPTION OF: PART OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA) AND ALSO AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE AGREEMENT.**

Motion was made by Councilor McGoffin and 2<sup>nd</sup> by Councilor Upton to approve Resolution 2022-01, A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, APPROVING A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH HDOK MANAGEMENT, LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (WITH A LEGAL DESCRIPTION OF: PART OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA) AND ALSO AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE AGREEMENT.

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

**12. Discussion by Oklahoma Municipal Finance of funding options for Capital Improvement projects including new Police and Fire facilities.**

**13. City Manager's report:  
 Annexation of Highway 11 & Highway 20 – Park and Ride Area**

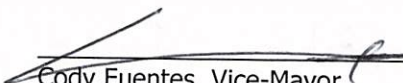
**14. Adjournment.**

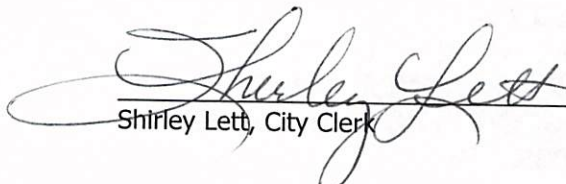
Motion was made by Vice-Mayor Fuentes, 2<sup>nd</sup> by Councilor Loftis to adjourn.

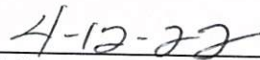
YES: Forbes, Edens, McGoffin, Loftis, Upton, Fuentes, Jech

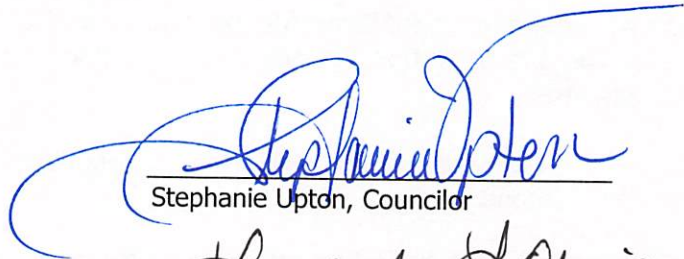
NO: None

  
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Robin Edens, Mayor

  
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Cody Fuentes, Vice-Mayor


  
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Shirley Lett, City Clerk

  
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Date Minutes Approved:

  
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Stephanie Upton, Councilor

  
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Linda Loftis, Councilor

  
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Joyce Jech, Councilor

  
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Geoff McGoffin, Councilor

  
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Herb Forbes, Councilor

**MINUTES OF THE MEETING  
OF THE SKIATOOK PUBLIC WORKS AUTHORITY  
TUESDAY, MARCH 8, 2022 6:00 P.M., MUNICIPAL BOARDROOM  
DIRECTLY FOLLOWING THE ADJOURNMENT OF THE CITY COUNCIL**

**1. Call to Order**

The meeting was called to order by Chairman Edens at 7:30 pm in the Municipal Boardroom.

**2. Roll Call**

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

ABSENT:

STAFF: Brad White, Shirley Lett, 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 February 8, 2022 Regular Meeting.
- b. Approval of Purchase Orders/Warrants for 02/22/22 (#142029-#142106)
  - i. SPWA \$381,903.05
  - ii. Payroll (01-14-22) \$60,141.18
  - iii. Payroll (01-28-22) \$88,869.11
- c. Approval of Purchase Orders/Warrants for 03/08/22 (#142151-#142246)
  - iv. SPWA \$633,397.74

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

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

NO: NONE

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

Item was skipped. No action was taken.

**5. Discussion and possible consideration and appropriate action related to the approval of Resolution 2022-02, A RESOLUTION DECLARING CERTAIN PROPERTY OF THE SKIATOOK PUBLIC WORKS AUTHORITY (SPWA) TO BE SURPLUS AND NO LONGER OF USE OR BENEFIT TO THE OPERATIONS OF THE SPWA; AND PROVIDING FOR AND AUTHORIZING THE SALE AND DISPOSAL OF SUCH SURPLUS PROPERTY. (2000 Trailer Mounted Sewer Jetter)**

Motion was made by Trustee Forbes and 2<sup>nd</sup> by Vice-Chairman Fuentes to approve Resolution 2022-02, A RESOLUTION DECLARING CERTAIN PROPERTY OF THE SKIATOOK PUBLIC WORKS AUTHORITY (SPWA) TO BE SURPLUS AND NO LONGER OF USE OR BENEFIT TO THE OPERATIONS OF THE SPWA; AND PROVIDING FOR AND AUTHORIZING THE SALE AND DISPOSAL OF SUCH SURPLUS PROPERTY. (2000 Trailer Mounted Sewer Jetter)

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

NO: NONE

**6. Discussion and possible consideration and appropriate action related to approval of Resolution 2022-01, A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, APPROVING A REAL ESTATE AGREEMENT**

**CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH HDOK MANAGEMENT, LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (WITH A LEGAL DESCRIPTION OF: PART OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA) AND ALSO AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE AGREEMENT.**

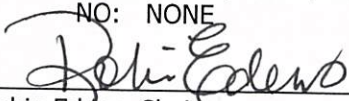
Motion was made by Trustee Forbes and 2<sup>nd</sup> by Trustee Loftis to approve Resolution 2022-01, A JOINT RESOLUTION OF THE CITY OF SKIATOOK AND THE SKIATOOK PUBLIC WORKS AUTHORITY, APPROVING A REAL ESTATE AGREEMENT CONTAINING A PROVISION FOR CONVEYANCE OF CERTAIN REAL PROPERTY WITH HDOK MANAGEMENT, LLC, FOR ECONOMIC DEVELOPMENT OF CURRENTLY UNIMPROVED REAL PROPERTY, PREVIOUSLY COMMONLY DESCRIBED AS THE "TIGER PARK" SPORTS BALL PARK AREA BEING LOCATED GENERALLY AT 1000 SOUTH LENAPAH AVENUE AND 3600 WEST OAK STREET (WITH A LEGAL DESCRIPTION OF: PART OF THE NORTH HALF OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 28, TOWNSHIP 22 NORTH, RANGE 12 EAST, OSAGE COUNTY, OKLAHOMA) AND ALSO AUTHORIZING THE CITY MANAGER TO SIGN AND EXECUTE THE AGREEMENT.

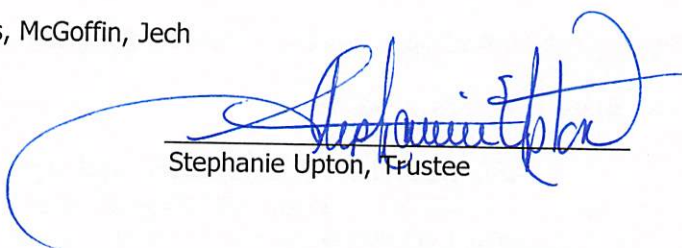
YES: Forbes, Edens, Loftis, Upton, Fuentes, McGoffin, Jech  
NO: NONE

**7. Adjournment.**

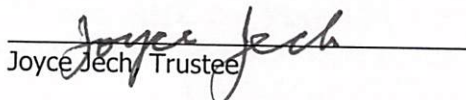
Motion was made by Vice-Chairman Fuentes and 2<sup>nd</sup> by Trustee Upton to adjourn.

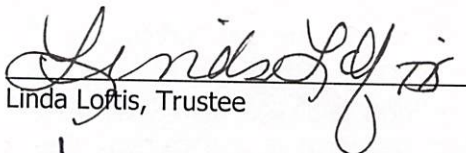
YES: Forbes, Edens, Loftis, Upton, Fuentes, McGoffin, Jech  
NO: NONE

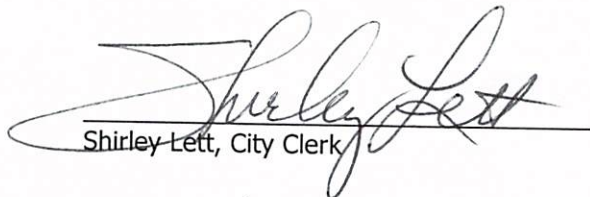
  
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Robin Edens, Chairman

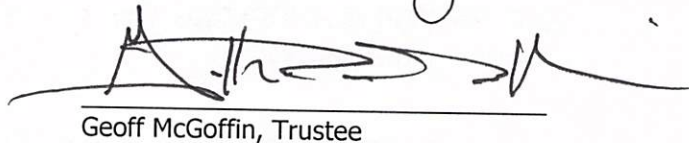
  
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Stephanie Upton, Trustee

  
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Cody Fuentes, Vice Chairman

  
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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

4-12-22  
Date Minutes Approved:

  
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Herb Forbes, Trustee