



P.O. BOX 850 | COWETA, OKLAHOMA 74429 | PH. (918) 486-2189 | FAX (918) 486-5366 | [www.cityofcoweta-ok.gov](http://www.cityofcoweta-ok.gov)

AGENDA - REGULAR MEETING  
COWETA INDUSTRIAL DEVELOPMENT AUTHORITY  
COWETA CITY HALL, 310 S. BROADWAY  
IMMEDIATELY FOLLOWING THE MEETING  
OF THE COWETA PUBLIC WORKS AUTHORITY  
MONDAY, JUNE 3, 2019 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 Chairman and keep your comments as brief as possible. Individuals addressing the Trustees must identify themselves by name prior to making any comments. The Trustees will act on an agenda item after comments from staff and the Trustees have been heard.

I. CALL TO ORDER

II. ROLL CALL

EVETTE MORRIS \_\_\_\_\_  
HAROLD CHANCE \_\_\_\_\_  
NAOMI HOGUE \_\_\_\_\_  
LOGAN BROWN \_\_\_\_\_  
RANDY WOODWARD \_\_\_\_\_

III. CONSENT

(All matters under the "Consent Calendar" are considered by the Trustees to be routine and will be enacted by one motion. Any Trustee may, however, remove an item from consent by request.)

1. Minutes for April 1, 2019 Meeting

Approval of the minutes of the Coweta Industrial Development Authority Regular Meeting held on April 1, 2019.

Documents:

[190401 CIDA BOARD MINUTES.PDF](#)

2. Minutes for April 15, 2019 Meeting

Approval of minutes of the Coweta Industrial Development Authority special meeting held on April 15, 2019.

Documents:

[190415 CIDA SPECIAL MEETING MINUTES.PDF](#)

3. Minutes for April 26, 2019

Approval of the minutes of the Coweta City Council/Coweta Public Works Authority/Coweta Industrial Development Authority Joint Special Meeting held on April 26, 2019.

Documents:

[190426 MINUTES OF JOINT SPECIAL MEETING.PDF](#)

IV. OLD BUSINESS

1. Fiscal Year 19-20 Budget Adoption

Discussion and possible action on the adoption of Resolution No. 2019-14, a Resolution of the Trustees of the Coweta Industrial Development Authority, Coweta, Oklahoma, adopting the budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, and providing for the investment of said funds.

(Julie Casteen, Assistant City Manager/HR Director)

Documents:

[190603 CIDA BUDGET ADOPTION RESOLUTION.PDF](#)

V. NEW BUSINESS

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

VI. ADJOURNMENT

**IF YOU REQUIRE SPECIAL ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT,  
PLEASE CONTACT CITY HALL BY 9:00 A.M. THE DAY OF THE MEETING.**

MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY REGULAR MEETING  
APRIL 1, 2019 6:44 P.M.

The Trustees of the Coweta Industrial Development Authority met in regular session on Monday, April 1, 2019 at 6:44 p.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

TRUSTEES PRESENT: Evette Morris, Harold Chance, Steve Sinclair, John McCrackin, Randy Woodward.

TRUSTEES ABSENT: None.

STAFF PRESENT: Roger Kolman, Ron Cates, Brittany Long, Rob Werley, Chip Cohrs, Paula Emmons, Greg Edwards, Julie Casteen, Mike Bell, Tom Young.

I. CALL TO ORDER

The meeting was called to order by Chairman Morris.

II. ROLL CALL

Trustees present and absent as shown above.

III. CONSENT

Motion by Harold Chance, second by Evette Morris, to approve consent calendar items:

1. Minutes of the Coweta Industrial Development Authority regular meeting held on March 4, 2019.

Aye: Randy Woodward  
John McCrackin  
Steve Sinclair  
Harold Chance  
Evette Morris

IV. OLD BUSINESS

Discussion and possible action regarding the adoption of Resolution No. 2019-09, a Resolution adopting amendments to the annual revenues and appropriations for the budget of the Coweta Industrial Development Authority for Coweta, Oklahoma, for Fiscal Year ending June 30, 2019.

Motion by Harold Chance, second by Evette Morris to approve the adoption of Resolution No. 2019-09, a Resolution adopting amendments to the annual revenues and appropriations for the budget of the Coweta Industrial Development Authority for Coweta, Oklahoma, for Fiscal Year ending June 30, 2019.

Minutes of the Coweta Industrial Development Authority Regular Meeting held on April 1, 2019

Aye: Randy Woodward  
John McCrackin  
Steve Sinclair  
Harold Chance  
Evette Morris

V. NEW BUSINESS

There was no new business.

VI. ADJOURNMENT

Chairman Morris adjourned the meeting at 6:46 p.m.

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Evette Morris, Chairman

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Harold Chance, Secretary

MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY SPECIAL MEETING  
APRIL 15, 2019 6:07 P.M.

The Trustees of the Coweta Industrial Development Authority met in special session on Monday, April 15, 2019 at 6:07 p.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

TRUSTEES PRESENT: Evette Morris, Harold Chance, Naomi Hogue, Logan Brown, Randy Woodward.

TRUSTEES ABSENT: None.

STAFF PRESENT: Roger Kolman, Ron Cates, Brittany Long, Rob Werley, Chip Cohrs, Greg Edwards, Julie Casteen, Mike Bell.

I. Oath of Office signed by newly elected Trustees Evette Morris, Harold Chance, Naomi Hogue, and Logan Brown.

II. CALL TO ORDER

The meeting was called to order by Chairman Morris.

III. ROLL CALL

Trustees present and absent as shown above.

IV. OLD BUSINESS

Discussion regarding possible action on the selection of a Chairman for the Coweta Industrial Development Authority.

Motion by Harold Chance, second by Randy Woodward selecting Evette Morris as Chairman for the Coweta Industrial Development Authority.

Aye: Randy Woodward  
Logan Brown  
Naomi Hogue  
Harold Chance  
Evette Morris

Discussion regarding possible action on the selection of a Secretary for the Coweta Industrial Development Authority.

Motion by Evette Morris, second by Randy Woodward selecting Harold Chance as Secretary for the Coweta Industrial Development Authority.

Aye: Randy Woodward  
Logan Brown  
Naomi Hogue  
Harold Chance  
Evette Morris

VI. ADJOURNMENT

Chairman Morris adjourned the meeting at 6:07 p.m.

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Evette Morris, Chairman

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Harold Chance, Secretary

MINUTES OF THE COWETA CITY COUNCIL/COWETA PUBLIC WORKS AUTHORITY  
COWETA INDUSTRIAL TRUST AUTHORITY JOINT SPECIAL MEETING  
APRIL 26, 2019 9:00 A.M.

The members of the Coweta City Council, and Trustees of Coweta Public Works Authority and Coweta Industrial Trust Authority, met in a joint special session on Friday, April 26, 2019, at 9:00 a.m. at Oneta Power Plant located at 25142 East 105<sup>th</sup> Street South, Broken Arrow, OK 74014.

COUNCILMEMBERS/TRUSTEES PRESENT: Evette Morris, Harold Chance, Naomi Hogue, Logan Brown, Randy Woodward.

COUNCILMEMBERS/TRUSTEES ABSENT: None.

STAFF PRESENT: Roger Kolman, Brittany Long, Rob Werley, Chip Cohrs, Greg Edwards, Julie Casteen, Ron Peterson.

- I. The meeting was called to order by Mayor/Chairman Morris.
- II. Pledge of Allegiance was not given due to lack of American flag.
- III. Roll call taken. Councilmembers/Trustees present and absent as shown above.
- IV. OLD BUSINESS

Mayor/Chairman Morris welcomed everyone to the annual budget retreat. She then gave a brief history of the Oneta Power Plant and shared various ways that the Plant supports the community.

City/Trust Manager Roger Kolman welcomed everyone and explained the purpose of the retreat and briefly described what will be discussed at the meeting.

Motion by Evette Morris, second by Harold Chance to table the discussion and possible action regarding the purchase of a Garbage Truck until the May 2019 meeting.

Aye: Randy Woodward  
Logan Brown  
Naomi Hogue  
Harold Chance  
Evette Morris

City/Trust Manager Roger Kolman gave a presentation of the 2019 Annual Citizen Survey. He stated we had 353 total responses, which is 11% of the current households. He then discussed the results for each question and how that will impact future plans. Once the Citizen Survey presentation was completed, we moved on to the budget presentation.

Assistant City/Trust Manager Julie Casteen began the budget presentation by explaining the budget process and the steps it takes to end with a balanced budget. She also reviewed the purpose of each fund within the budget. The proposed budget for FY 2019-2020 is \$12.6 million in expenditures, which includes a 2.5% pay increase for all non-contracted employees, a 1%

Minutes of the Coweta City Council/Coweta Public Works Authority/Coweta Industrial Development Authority Joint Special Meeting held on April 26, 2019

increase to the non-contractual employee retirement, 10% health insurance premium increase, 10% workers' compensation insurance increase, one new Firefighter, and one new Parks maintenance worker. She then moved on to explain the various revenues and expenditures for the General Fund and the special revenue funds, while explaining the various projects in each fund.

She then moved on to the Enterprise Funds and the revenues and expenditures for each fund, including a 2.4% utility rate increase according to the December 2018 Consumer Price Index.

It was also mentioned that we need to look at future funding opportunities, such as a 1% sales tax increase, to fund capital improvements. The budget presentation was concluded.

The City/Trust Manager Roger Kolman explained the process from this point forward and began discussion regarding any questions that were raised and asked for input and help to get the public more involved. Councilmember/Trustee Naomi Hogue suggested having somewhere on our website that shows areas of concern and what the City is doing about it. Discussion held regarding the city streets and how to fix the issues with not only the streets but also the drainage. It was mentioned that the City plans to improve ditches along Division to solve drainage issues.

Other topics discussed include the plans for the Cottonwood addition, since nothing structural can be placed, it would be perfect for a dog park, walking trail, or disc golf and it will be looked into after the completion of the Roland Park improvements. Discussions of the multiple housing additions and their impact on the community were held and how the Muscogee (Creek) Nation is using Federal funds to repair 305<sup>th</sup> and 273<sup>rd</sup>. Also mentioned is how the City/Trust Manager would like to eventually change the Subdivision Regulations to require 75% brick on new residential construction to help reduce the number of dilapidated buildings in city limits. Another topic mentioned was how to repair 337<sup>th</sup> and the general consensus is to deannex the one resident that is currently in city limits.

Mayor/Chairman Evette Morris asked if each Department Head had input for their budget. It was stated that every requested capital item was approved and only one requested new employee was denied.

Short break from 10:30 a.m. to 10:37 a.m.

City/Trust Manager then began discussion of each proposed project at length, starting with the construction of a new Coweta sign at 111<sup>th</sup> and Highway 51, which will cost about \$11,000 and will be constructed of concrete. He stated that the future plans are to place one near the turnpike on East Highway 51 and one on Highway 72.

The next project is the update to the Comprehensive Plan, which will cost \$90,000. He stated that the first meeting will be with staff at some point in May 2019 and will take about 16 months to complete. The current Comprehensive Plan was completed in 1994 and has never been updated. His goal is to have the new one updated every 5 years, which would be around \$20,000 to \$30,000.



Another project is updates to the bathrooms at the Sports Complex for \$12,000 to make them ADA compliant. He stated that we currently subsidize the sports clubs but we are looking into stopping and taking over maintenance in house.

The upgrades to Roland Park were discussed and it was mentioned that the Wagoner County Health Department is helping pay for the walking paths by granting the City with \$185,000. We are currently still waiting on plans for the improvements.

The upgrades to the sidewalks along Broadway have been submitted and are waiting for approval. The costs for the upgrades are unknown at this time.

Oklahoma Department of Transportation stated that they are planning to overlay Broadway but it will be done by using leftover funds from other projects, so they are unsure of the timeline for that project.

The SCADA upgrades will allow various points of the water distribution system to communicate to one central point.

A new Garbage truck is needed due to the age of our current fleet. It was mentioned that Solid Waste is our most profitable service but we need to look into going to a poly cart system instead of loose bags. That will have a bigger expense due to having to purchase a different type of truck and all poly carts for our citizens.

That concluded the discussion of the major projects that are included in the proposed budget.

Discussion was held regarding Wagoner County wanting to extend 131<sup>st</sup> Street South to 305<sup>th</sup> East Avenue and 305<sup>th</sup> East Avenue having upgrades through to Highway 412.

City/Trust Manager Roger Kolman stated that there is a meeting in June to discuss a turnpike exit ramp near 101<sup>st</sup> or 273<sup>rd</sup>, which will be a great bypass to Highway 51 due to Broken Arrow completing a 40 acre project at 91<sup>st</sup> and Highway 51.

Another project not included in the budget but needs to be completed is a new Public Safety Center, with plans to purchase the dentist office to the north of the current fire station and start rebuilding going south. Finally, tear down the old gas station and make it a public park.

## V. ADJOURNMENT

Mayor/Chairman adjourned all meetings at 11:02 a.m. with lunch to follow.

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Evette Morris, Mayor

Minutes of the Coweta City Council/Coweta Public Works Authority/Coweta Industrial Development  
Authority Joint Special Meeting held on April 26, 2019

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Brittany Long, City Clerk

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Evette Morris, PWA Chairman

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Brittany Long, PWA Trust Secretary

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Evette Morris, CIDA Chairman

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Harold Chance, CIDA Trust Secretary

**RESOLUTION 2019-14**

**A RESOLUTION OF THE TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY, COWETA, OKLAHOMA, ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020, AND PROVIDING FOR THE INVESTMENT OF SAID FUNDS.**

**WHEREAS**, the Coweta Industrial Development Authority is required to submit a budget to its beneficiary, the City of Coweta, pursuant to Title 60 O.S. § 176; and

**WHEREAS**, the Trust Manager has submitted the budget for the Coweta Industrial Development Authority for the fiscal year ending June 30, 2020 (FY2019-2020) to the City Council of the Coweta City consistent with the statutory requirements; and

**WHEREAS**, the budget has been formally presented to the Trustees; and

**WHEREAS**, a public hearing on the proposed budget was duly held at the time and place as provided for in the notice of such public hearing and all interested persons were given opportunities to be heard on said budget; and

**WHEREAS**, the proposed expenditures do not exceed the estimated revenues and appropriated fund balance for any fund; and

**WHEREAS**, revenues are classified separately by source and expenditures are departmentalized within each fund; and

**WHEREAS**, the Coweta Industrial Development Authority has need throughout the fiscal year to amend its annual budget through supplemental appropriations, decreases in appropriations or appropriation transfers; and

**WHEREAS**, the Trustees have reviewed the proposed budget and are aware of the operations and projects planned for FY2019-2020.

**NOW THEREFORE BE IT RESOLVED BY THE TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY THAT:**

SECTION 1: The Proposed Budget reviewed during the budget public hearing is hereby approved and adopted for FY2019-2020 for the following funds and amounts:

See **EXHIBIT A** attached hereto and incorporated herein.

SECTION 2: The Trust Manager, or his designee, may transfer funds from one account or object category to another within the same department or from department to department within the same fund, as well as, may make interfund transfers as provided in the FY2019-2020 Proposed Budget; provided that no expenditure may be incurred or made by any officer or employee which exceeds the fund balance for any fund, and further provided that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimums required.

SECTION 3: The Coweta Industrial Development Authority may amend its budget to make supplemental appropriations to any fund up to the amount of additional revenues which are available for current expenses for the fund due to:

- (1) Revenues received or to be received from sources not anticipated in the budget for that year;
- (2) Revenues received or to be received from anticipated sources but in excess of the original budget estimates; or
- (3) Unexpended and unencumbered fund balances on hand at the end of the preceding fiscal year which had not been anticipated or appropriated in the budget.

SECTION 4: All supplemental appropriations, decreases in appropriations and interfund transfers must be approved by the Trustees prior to implementation. Such proposed amendments shall be submitted to the Trustees, for action, on a properly completed Budget Amendment Form.

SECTION 5: The Trust Manager or his designee is hereby given authority to transfer ownership of any materials, equipment or infrastructure purchased by the Coweta Industrial Development Authority that is intended for use by the City of Coweta or the Coweta Public Works Authority to those named entities.

SECTION 5: The Trust Manager or his designee is hereby given authority and directed to invest and reinvest available funds on a continuing basis in United States Treasury Bills, savings accounts or certificates of deposit during the fiscal year ending June 30, 2020. Interest accrued from such investments shall be deposited in the Coweta Industrial Development Authority Fund. All investments shall be in accordance with the law.

**ADOPTED AND APPROVED** this 3<sup>rd</sup> Day of June 2019.

ATTEST:

\_\_\_\_\_  
Harold Chance, CIDA Secretary

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Evette Morris, CIDA Chairman

APPROVED AS TO FORM:

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Ronald D. Cates, Trust Attorney

**EXHIBIT A**

**COWETA INDUSTRIAL DEVELOPMENT AUTHORITY  
FY2019-2020 PROPOSED BUDGET**

<b>REVENUES</b>		
Charges for Services	\$	-
Other Revenues		-
Investment Income		10
Transfers In		123,000
Use of Fund Balance		-
<b>Total Revenues</b>	<b>\$</b>	<b>123,010</b>
<b>EXPENDITURES</b>		
Water	\$	-
Sewer		-
Solid Waste		-
Administration		-
Finance		-
Non-Departmental		-
Debt Service		-
Ambulance Service		-
Economic Development		105,700
Transfer to Fund Balance		17,310
Transfers Out		-
Transfer to Reserves		-
<b>Total Expenditures</b>	<b>\$</b>	<b>123,010</b>
Net Change in Fund Balance	\$	17,310
Beginning Net Assets	\$	22,665
<b>Ending Net Assets</b>	<b>\$</b>	<b>39,975</b>