



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, OCTOBER 2, 2023 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 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 Trustees have been heard.

I. CALL TO ORDER

II. ROLL CALL

NAOMI HOGUE\_\_\_\_\_

LOGAN BROWN\_\_\_\_\_

HAROLD CHANCE\_\_\_\_\_

CAROLINE MARTIN\_\_\_\_\_

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 OF THE REGULAR MEETING

APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY HELD ON SEPTEMBER 11, 2023.

Documents:

[230911-CIDA MINUTES.PDF](#)

2. MINUTES OF THE SPECIAL MEETING

APPROVAL OF THE MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY HELD ON SEPTEMBER 18, 2023.

Documents:

IV. NEW BUSINESS

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

V. 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  
SEPTEMBER 11, 2023, 6:29 P.M.**

The Trustees of the Coweta Industrial Development Authority met in regular session on Monday, September 11, 2023, at 6:29 p.m. following the meeting of the Coweta Public Works Authority at the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

**TRUSTEES PRESENT:** Naomi Hogue, Logan Brown, Harold Chance, Caroline Martin, Randy Woodward.

**I. CALL TO ORDER**

The meeting was called to order by Chairman Hogue.

**II. ROLL CALL**

Roll call taken. Trustees were present as shown above.

**III. CONSENT**

Motion by Harold Chance, second by Randy Woodward to approve the consent calendar items:

1. Minutes of the Coweta Industrial Development Authority Regular Meeting held on August 7, 2023.

Aye: Harold Chance  
Randy Woodward  
Naomi Hogue  
Logan Brown  
Caroline Martin

**IV. OLD BUSINESS**

**1. SHOP COWETA PROGRAM**

Mandy Vavrinak, Crossroads Communication led the discussion and requested possible action to approve proposed changes to the administration and operation of the annual Shop Coweta program.

Motion by Harold Chance, second by Randy Woodward to request a formal proposal be submitted by Crossroads Communication outlaying in detail the costs associated with making changes to the administration and operation of the annual Shop Coweta program.

Aye: Harold Chance  
Randy Woodward  
Naomi Hogue  
Logan Brown

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY  
REGULAR MEETING  
SEPTEMBER 11, 2023, 6:29 P.M.**

Caroline Martin

**V. NEW BUSINESS**

There was no new business.

**VI. ADJOURNMENT**

Chairman Hogue adjourned the meeting at 6:45 p.m.

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Naomi Hogue, Chairman

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Logan Brown, Trust Secretary

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
SEPTEMBER 18, 2023, 6:31 P.M.**

The Trustees of the Coweta Industrial Development Authority met in regular session on Monday, September 18, 2023, at 6:31 p.m. following the meeting of the Coweta Public Works Authority at the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

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

**TRUSTEES ABSENT:** Caroline Martin.

**I. CALL TO ORDER**

The meeting was called to order by Chairman Hogue.

**II. ROLL CALL**

Roll call taken. Trustees were present as shown above.

**III. OLD BUSINESS**

**1. HIRING A TRUST MANAGER**

Discussion and appropriate action related to the process for hiring a Trust Manager.

No action taken.

**2. AUTHORIZATION FOR JULIE CASTEEN**

Discussion and appropriate action related to the authorization for Julie Casteen, Assistant Trust Manager, to approve payment of usual and customary claims, purchase orders and disbursements in accordance with the ordinances, policies, and procedures of the Trust.

Motion by Harold Chance, second by Randy Woodward to give authorization to Julie Casteen to approve payment of usual and customary claims, purchase orders and disbursements in accordance with the ordinances, policies, and procedures of the Trust.

Aye: Harold Chance  
Randy Woodward  
Naomi Hogue  
Logan Brown  
Caroline Martin

**3. RATIFICATION REGARDING SEVERANCE**

Discussion and appropriate action related to ratification of the action taken by the City Coweta Council regarding the severance which may be due to Roger Kolman, former Trust Manager, pursuant to the terms of the employment agreement between the City of

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY  
SPECIAL MEETING  
SEPTEMBER 18, 2023, 6:31 P.M.**

Coweta, The Coweta Public Works Authority, and The Coweta Industrial Development Authority.

Motion by Naomi Hogue, second by Harold Chance to ratifying the action taken by the City Coweta Council regarding the severance which may be due to Roger Kolman, former Trust Manager, pursuant to the terms of the employment agreement between the City of Coweta, The Coweta Public Works Authority, and The Coweta Industrial Development Authority.

Aye: Naomi Hogue  
Harold Chance  
Logan Brown  
Caroline Martin  
Randy Woodward

**4. INTERIM TRUST MANAGER**

Possible appointment of an Interim Trust Manager as a temporary position, and ratifying the salary established by the City Council.

No action taken.

**VI. ADJOURNMENT**

Chairman Young adjourned the meeting at 6:36 p.m.

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Naomi Hogue, Chairman

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Logan Brown, Trust Secretary