

MINUTES OF THE COWETA CITY COUNCIL/COWETA PUBLIC WORKS AUTHORITY
COWETA INDUSTRIAL TRUST AUTHORITY
SPECIAL MEETING

APRIL 7, 2017

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 special session on Friday, April 7, 2017, at 9:00 a.m. in the meeting room of the Golf Club of Oklahoma located at 20400 East 141st Street South, Broken Arrow, Oklahoma 74011.

COUNCILMEMBERS/TRUSTEES PRESENT: Billy Embrey, Evette Morris, Steve Garman.

COUNCILMEMBERS/TRUSTEES ABSENT: Robert Morton, Steve Sinclair.

STAFF PRESENT: Steve Whitlock, David Weatherford, Brittany Long, Doug Black, Rob Werley, Mike Bell, Ron Peterson, Hal Bumgarner, Paula Emmons.

- I. The meeting was called to order by Vice-Mayor Embrey.
- II. Roll call taken. Councilmembers present and absent as shown above.
- III. CONSENT

Motion by Billy Embrey, second by Steve Garman, to approve City of Coweta consent calendar items:

1. Approved minutes of the Coweta City Council regular meeting held on March 6, 2017.
2. Approved the March 2017 payroll figures for the General Fund in the amount of \$246,204.98 and \$0.00 for the Self-Insurance Fund.
3. Declaration of surplus on the following items and authorized the City Manager to dispose of accordingly: miscellaneous cellular telephones and components, computers and accessories, keyboards, printers, and monitors.
4. Authorization for the City Manager to: sign a Basic Agreement to Furnish Engineering Services to City of Coweta/Coweta Public Works Authority, with McClelland Consulting Engineers, Inc.; sign other and other necessary related documents; and provide payment approval for development of a Community Development Block Grant (CDBG) for water system improvements.

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5. Approved the City of Coweta's Participation Plan in reference to the proposed 2017 Community Development Block Grant (CDBG) grant application for water line improvements.
6. Authorization for the Mayor to sign Resolution No. 2017-09, a resolution relating to the Community Development Block Grant (CDBG) 2017 water and wastewater construction program.
7. Appointed Joanna Jones to the Coweta Planning Commission, for a term expiring on June 1, 2018 (effective April 17, 2017).

Aye: Steve Garman
Evette Morris
Billy Embrey

Motion by Evette Morris, second by Steve Garman, to approve Coweta Public Works Authority consent calendar items:

1. Approved minutes of the Coweta Public Works Authority regular meeting held on March 6, 2017.
2. Approved the March 2017 payroll figures for the Coweta Public Works Authority in the amount of \$94,294.72 and the Ambulance Fund in the amount of \$64,074.92.
3. Authorization for the City Manager to: sign a Basic Agreement to Furnish Engineering Services to City of Coweta/Coweta Public Works Authority, with McClelland Consulting Engineers, Inc.; sign other and other necessary related documents; and provide payment approval for development of a Community Development Block Grant (CDBG) for water system improvements.

Aye: Steve Garman
Evette Morris
Billy Embrey

Motion by Billy Embrey, second by Evette Morris, to approve Coweta Industrial Development Authority consent calendar items:

1. Minutes of the Coweta Industrial Development Authority regular meeting held on February 6, 2017.

Aye: Steve Garman
Evette Morris
Billy Embrey

IV. OLD BUSINESS

City Manager Steve Whitlock welcomed everyone to the retreat, and stated that the purpose of the retreats is to help the Council focus on where we are going. He thanked staff for everything they do; it is greatly appreciated but not recognized by many. Councilmember Steve Garman brought up that in other city's the councils battle for their ward and do not look at the city as a cohesive unit.

Discussion held regarding possible action on Ordinance No. 781, an ordinance providing for and declaring the closing and vacation to public use North Broadway Ave and Alleyways located in Orcutt Addition to New Coweta, Lots 6 through 16, Block 1; Lots 12 through 18, Block 2, Orcutt Addition to New Coweta, Less South State Highway 51, in Section 18, Township 17 North, Range 16 East, City of Coweta, Wagoner County, State of Oklahoma, said tract being more particularly described hereinafter, and retaining the rights of any holder of a franchise or others determined by the governing body to have a special right or privilege granted by ordinance or legislative enactment to maintain their existing utilities, and retaining the absolute right to reopen the easement without expense to the municipality and declaring an emergency.

Motion by Evette Morris, second by Steve Garman, to approve Ordinance No. 781 upon verification of road name, an ordinance providing for and declaring the closing and vacation to public use North Broadway Ave and Alleyways located in Orcutt Addition to New Coweta, Lots 6 through 16, Block 1; Lots 12 through 18, Block 2, Orcutt Addition to New Coweta, Less South State Highway 51, in Section 18, Township 17 North, Range 16 East, City of Coweta, Wagoner County, State of Oklahoma, said tract being more particularly described hereinafter, and retaining the rights of any holder of a franchise or others determined by the governing body to have a special right or privilege granted by ordinance or legislative enactment to maintain their existing utilities, and retaining the absolute right to reopen the easement without expense to the municipality and declaring an emergency.

Aye: Billy Embrey
Evette Morris
Steve Garman

Consideration given to a motion to declare an emergency on Ordinance No. 781, making it effective immediately upon publication.

Motion by Billy Embrey, second by Evette Morris, to declare an emergency on Ordinance No. 781, making it effective immediately upon publication.

Aye: Billy Embrey
Evette Morris
Steve Garman

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Short break to complete some “brain game” activities from 9:15 a.m. to 9:20 a.m.

City Attorney David Weatherford discussed the purpose of the stability test and that the results are used for comparative purposes to other cities. He explained and discussed each of the ten (10) categories and asked for each attendee to score Coweta, based on their opinions and thoughts. Each submission was also marked to reflect staff or elected official. Those were gathered to calculate the results.

Short break from 10:50 a.m. to 11:00 a.m.

City Manager Steve Whitlock presented the proposed FY 2017-2018 Capital/Operating Budget for all funds with a total financial plan equaling \$19,712,565. Mr. Whitlock advised that there would be a 2.1% rate increase, which would add \$1.38 to the minimum bill and stated that he proposed for next year’s increase to move to a usage increase instead of a base increase. He also advised that the reserve amount equals \$1,085,107. It was discussed how the State’s budget shortfall could impact the City through the Street and Alley fund and CDBG projects. The overall budget decreased \$724,116 or 3.54% due mainly to the reduced PWA debt service requirements as a result of the recent Revenue Bond refinancing. Mr. Whitlock ended the presentation stating that we will survive and we can be critical of the City in a lot of ways but our financial stability is not one of them.

Lunch break at 12:00 noon with the meeting reconvening at 12:30 p.m.

Discussion held regarding the things the City “does great.” The purpose is to discuss and focus on the positive aspects of our City because finding problems are easily done but solutions can be difficult.

Councilmember Evette Morris stated that our top notch school system was one of the top four (4) listed for Advanced Placement Honor Roll and the superintendent works well with the City and other organization throughout the community.

Vice-Mayor Billy Embrey stated that our financial stability is great because we do not have to worry about how we are going to pay bills or make payroll.

Police Chief Mike Bell stated that Coweta has been listed as a Safest City in Oklahoma for the last three (3) years. He acknowledges that we are not immune to crime and issues but we work well to prevent it.

Public Works Director Rob Werley stated that we work within our budget. Each department would love to have specialized pieces of equipment but we work within our means to continue to be successful and get the job done.

Mr. Weatherford stated we do not have departments that are fighting with each other over funds, equipment, growth, people, etc.

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Mr. Whitlock reminded that the City has not had to send out water quality letters to citizens and kudos to PWA because nearly 70% of all Water Treatment Plants in Oklahoma are not compliant to Department of Environmental Quality regulations. He also stated that we tend to have great customer service but pointed out that what we consider great, and what the public considers great, are completely different.

Library Director Paula Emmons stated that our response time to disaster, especially during the storm in July 2016, within two days we had a plan worked out. Even though citizens were upset stating we were slow, we addressed the issue as quickly as we could, at a large expense, with a service the City was not required to offer, but did so anyway.

Fire Chief Hal Bumgarner stated that the City has always had a willingness to change and since he has been in Coweta the attitude has slowly changed from being a problem identifier to being a problem solver.

City Clerk/Treasurer Brittany Long stated that we are all passionate about our jobs and have pride for the City.

Human Resource Director Doug Black added the benefit of having a forward thinking Council and staff for growth for the City.

Councilmember Steve Garman stated that we have been acknowledge as doing the right thing by having other cities request our policies. Other cities see what we are doing and want to be able to do the same. Mr. Weatherford brought up that our City Council Handbook is an example that is being used by Oklahoma Municipal Assurance Group (OMAG) as a template and for training officers statewide. Another success is the annual Council retreats that are monumental for upcoming growth and starting projects that have been seen as important. Other cities are now starting to hold retreats. Another advantage is to get to know each other in a more personal manner through discussion and it is a way to build trust and relationships.

Short break from 1:20 p.m. to 1:25 p.m.

Aubrey Weatherford with Municipal Consultants presented information regarding the City of Coweta's Facebook page. In less than one (1) year, the page has 1,828 followers with women making up 80% and men making up 20%. The most popular posts tend to be those regarding public safety. She stated that we need to focus more on employee appreciation, pre-notification of events, follow up of the events, day to day operations, and lots of photos.

Mr. Whitlock started the next discussion of I want us to _____. We need to _____. We should stop _____.

Vice-Mayor Embrey stated that Officers need to become a presence on the highway during the morning commute. Every morning there is speeding in front of Atwoods and asked that Officers start making their presence known along the highways during high traffic times.

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Chief Bell stated that he wants us to have infrastructure improvements to continue growth and providing better services to our citizens.

Mr. Whitlock wants us to complete a new water line improvement project along 141st Street. Other wants or needs includes a new Wastewater Treatment Plant, new Fire Station and Public Works buildings, development of the Cottonwood Addition into a park of some sort, and contacting Graphic Design majors still in school to create a marketing video to use for informational purposes and market what we do at events like the annual International Council of Shopping Centers (ICSC) Conference.

Chief Bumgarner states the possibility of combining County fire districts to be able to use taxes for operations.

Councilmember Evette Morris states that we need to update our website and make it more user friendly and informational.

When Mr. Whitlock asked what we should stop, most attendees did not have an answer. Vice-Mayor Embrey stated we should stop and think before responding or reacting and Chief Bumgarner stated we need to stop hoarding old equipment and surplus unused items.

The recent election was brought up and the lack of voter turnout is alarming. If the City decides to have a G.O. Bond Election, it may not pass due to lack of voters. Mr. Whitlock stated that one solution would be to hold a meeting in four (4) different areas of town to discuss what is on the Bond issue and to record each meeting live to post as a Facebook live video. People are untrusting of the government right now. Ms. Weatherford stated that we need to utilize Facebook to educate people on the voting process and who can vote in each election. Councilmember Garman stated that we need to produce literature on how our government works and the process of each board.

Ms. Weatherford presented the results of the stability test. Our overall score decreased by 7.29%. The lowest score is public image but communication was significantly lower as well.

V. ADJOURNMENT

Vice-Mayor Embrey adjourned the meeting at 2:32 p.m.

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Evette Morris, Mayor


Brittany Long, City Clerk

