



P.O. BOX 850
COWETA, OK 74429
PH. (918) 486-2189
FAX (918) 486-5366
www.cityofcoweta-ok.gov

**AGENDA - REGULAR MEETING
COWETA INDUSTRIAL DEVELOPMENT AUTHORITY
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, SEPTEMBER 8, 2025 6:00 PM**

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 Chair and keep your comments as brief as possible. Individuals addressing the Trustees must identify themselves by name prior to making any comments. The Trust Authority 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 Trust Authority have been heard.

I. CALL TO ORDER

II. ROLL CALL

Naomi Hogue ____ Jeremy Barnett ____ Lauren Givan ____ Joshua Wilburn ____
Donald Vieth ____

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 REGULAR MEETING**

Approval of the minutes of the Coweta Industrial Development Authority Meeting held on August 4, 2025. *Marcy Kilgore, City Clerk/Treasurer*

2. **2025 MEETING AND HOLIDAY SCHEDULES**

Affirmation of the actions taken by the Coweta City Council as it pertains to the approval of the City of Coweta 2025 meeting schedules and 2025 holiday calendars.
Marcy Kilgore, City Clerk/Treasurer

IV. CONSIDER, DISCUSS AND TAKE ACTION ON ITEMS REMOVED FROM CONSENT

V. ADMINISTRATION

1. **COWETA FOOD TRUCK PARK LOCATED SOUTH OF COWETA CITY HALL AT THE NORTHWEST CORNER OF BROADWAY AND ASH STREET TO BE CONSTRUCTED FOR AN ESTIMATED COST OF \$485,713.75**

Discuss and consider approval of the construction of a Food Truck Park to be located south of Coweta City Hall at the northwest corner of Broadway and Ash Street for an estimated cost of \$485,713.75, funded by a contribution of \$242,856.87 from the Wagoner County Economic Development Authority (WCEDA), and \$242,856.88 from unencumbered fund balance, and authorization for the Trust Manager to negotiate and execute a grant funding agreement with WCEDA.

Julie A. Casteen, Trust Manager

2. **RESOLUTION 2025-31 REGARDING BUDGET AMENDMENTS**

Discuss and consider possible action on the adoption of Resolution 2025-31, a resolution of the Trustees of the Coweta Industrial Development Authority; adopting amendments to the annual appropriations for the budget of the Coweta Industrial Development Authority, Coweta, Oklahoma for fiscal year ending June 30, 2026; appropriating \$242,856.88 from unencumbered fund balance and \$242,856.87 in grant contributions for a total of \$485,713.75 for a food truck park in the Downtown Coweta Broadway District.

Julie A. Casteen, Trust Manager

VI. NEW BUSINESS

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

VII. ADJOURNMENT

IF YOU REQUIRE A SPECIAL ACCOMMODATION PURSUANT TO THE AMERICANS WITH DISABILITIES ACT, PLEASE NOTIFY CITY HALL AT LEAST 24 HOURS BEFORE THE MEETING.

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY
REGULAR MEETING
AUGUST 4, 2025, 8:18 P.M.**

The agenda for this meeting was posted at least 24 hours prior to the start of this meeting at the entrance of City Hall, 310 S Broadway, Coweta, OK.

The Trustees of the Coweta Industrial Development Authority met in regular session on Monday, August 4, 2025, at 8:18 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, Joshua Wilborn, Lauren Givan, Jeremy Barnett

TRUSTEES ABSENT: None.

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 Naomi Hogue, second by Joshua Wilborn to approve the consent calendar items:

1. Minutes of the Coweta Industrial Development Authority Regular meeting held on June 2, 2025.
2. Minutes of the Joint Special meeting held on June 2, 2025.

Aye: Naomi Hogue
Joshua Wilborn
Lauren Givan
Jeremy Barnett

IV. CONSIDER ITEMS REMOVED FROM CONSENT

No items removed.

V. ADMINISTRATION

1. SELECTION OF VICE-CHAIRMAN

Trust Manager Julie Casteen led discussion and requested possible action related to the selection of a Vice-Chairman for the Coweta Industrial Development Authority.

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY
REGULAR MEETING
AUGUST 4, 2025, 8:18 P.M.**

Motion by Naomi Hogue, second by Laura Givan to select Jeremy Barnett as Vice-Chairman of the Coweta Industrial Development Authority.

Aye: Naomi Hogue
Lauren Givan
Jeremy Barnett
Joshua Wilborn

VI. NEW BUSINESS

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

No new business.

VII. ADJOURNMENT

Chairman Hogue adjourned the meeting at 8:19 p.m.

Naomi Hogue, Chairman

Jeremy Barnett, Trust Secretary

**COWETA CITY COUNCIL • COWETA PUBLIC WORKS AUTHORITY
COWETA INDUSTRIAL DEVELOPMENT AUTHORITY
COWETA CITY HALL • 310 S BROADWAY, COWETA, OK**

1st Monday of Each Month • 6:00 p.m.

January 05, 2026	May 04, 2026	September 14, 2026 (2 nd Monday)
February 02, 2026	June 01, 2026	October 05, 2026
March 02, 2026	July 06, 2026	November 02, 2026
April 06, 2026	August 03, 2026	December 07, 2026

**COWETA PLANNING COMMISSION/BOARD OF ADJUSTMENT
COWETA CITY HALL • 310 S BROADWAY, COWETA, OK**

3rd Monday of Each Month • 6:00 p.m.

January 19, 2026	May 18, 2026	September 21, 2026
February 17, 2026 (3 rd Tuesday)	June 15, 2026	October 19, 2026
March 16, 2026	July 20, 2026	November 16, 2026
April 20, 2026	August 17, 2026	December 21, 2026

**COWETA LIBRARY BOARD
COWETA PUBLIC LIBRARY • 120 E SYCAMORE, COWETA, OK
TUESDAY, 6:00 p.m.**

January 27, 2026
April 28, 2026
June 30, 2026
September 29, 2026

**CITY OF COWETA/COWETA PUBLIC WORKS AUTHORITY
2026 HOLIDAY SCHEDULE**

January 1, 2026 (Thursday)	New Year's Day
February 16, 2026 (Monday)	President's Day
April 3, 2026 (Friday)	Good Friday
May 25, 2026 (Monday)	Memorial Day
July 3, 2026 (Friday)	Independence Day
September 7, 2026 (Monday)	Labor Day
November 11, 2026 (Wednesday)	Veteran's Day
November 26, 2026 (Thursday)	Thanksgiving Day
November 27, 2026 (Friday)	Day after Thanksgiving
December 24, 2026 (Thursday)	Christmas Eve
December 25, 2026 (Friday)	Christmas Day



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Memorandum

To: Honorable CIDA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **COWETA FOOD TRUCK PARK LOCATED SOUTH OF COWETA CITY HALL AT THE NORTHWEST CORNER OF BROADWAY AND ASH STREET TO BE CONSTRUCTED FOR AN ESTIMATED COST OF \$485,713.75**

Date: September 8, 2025

BACKGROUND

The Coweta Food Truck Park is designed to serve as a downtown anchor for community engagement, tourism, and small business incubation. This initiative also incorporates dedicated parking enhancements for the downtown district, addressing accessibility and supporting adjacent commercial activity.

The additional parking provided by this project will be crucial during the SH-72 ODOT reconstruction project, currently scheduled to begin in 2028. The project will utilize strategic site planning and community design principles to enhance the city's livability and business climate.

Strategic Goals Supported

This initiative aligns with municipal priorities:

- **Downtown Revitalization:** Strengthens commercial corridors by improving parking infrastructure with a pedestrian-friendly design and boosting property values and business viability by providing a lively commercial hub central to downtown.
- **Small Business Activation:** Provides a low-barrier entry point for culinary entrepreneurs and seasonal vendors, expanding the local food economy.
- **Tourism and Community Engagement:** Attracts visitors to downtown through events, festivals, and regular vendor rotations, increasing foot traffic to nearby retailers.
- **Public-Private Partnership Potential:** Invites regional vendors and local organizations to collaborate, ensuring inclusive development and shared success.

Community and Economic Impact

- Expands commercial offerings in downtown Coweta
- Supports emerging entrepreneurs and mobile vendors
- Promotes regional tourism and local spending
- Improves accessibility and satisfaction for downtown visitors
- Elevates Coweta’s identity as a business-friendly and culturally vibrant municipality

STAFF RECOMMENDATION

Staff recommends a motion to approve the construction of the Coweta Food Truck Park and authorizing the Trust Manager to negotiate and execute a grant funding agreement with Wagoner County Economic Development Authority.

ATTACHMENTS

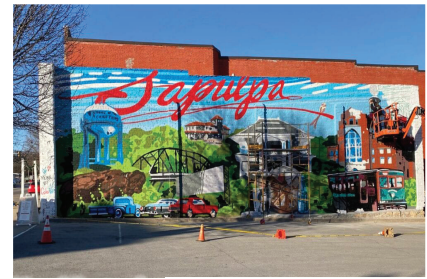
1. 250908 Coweta Food Truck Park



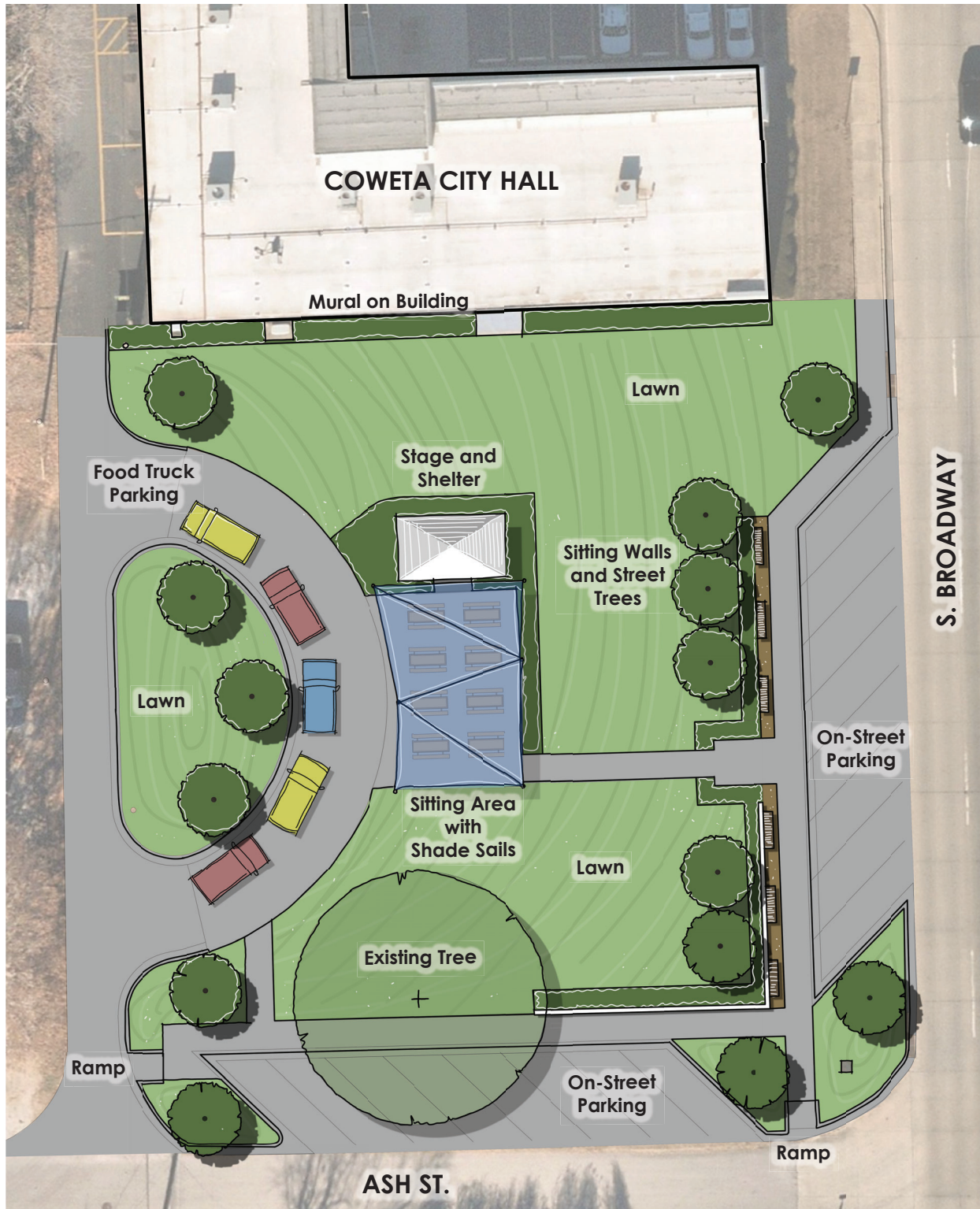
Shade Sail Example



Food Truck Parking Example

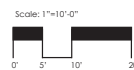


Mural Example



COWETA FOOD TRUCK PARK

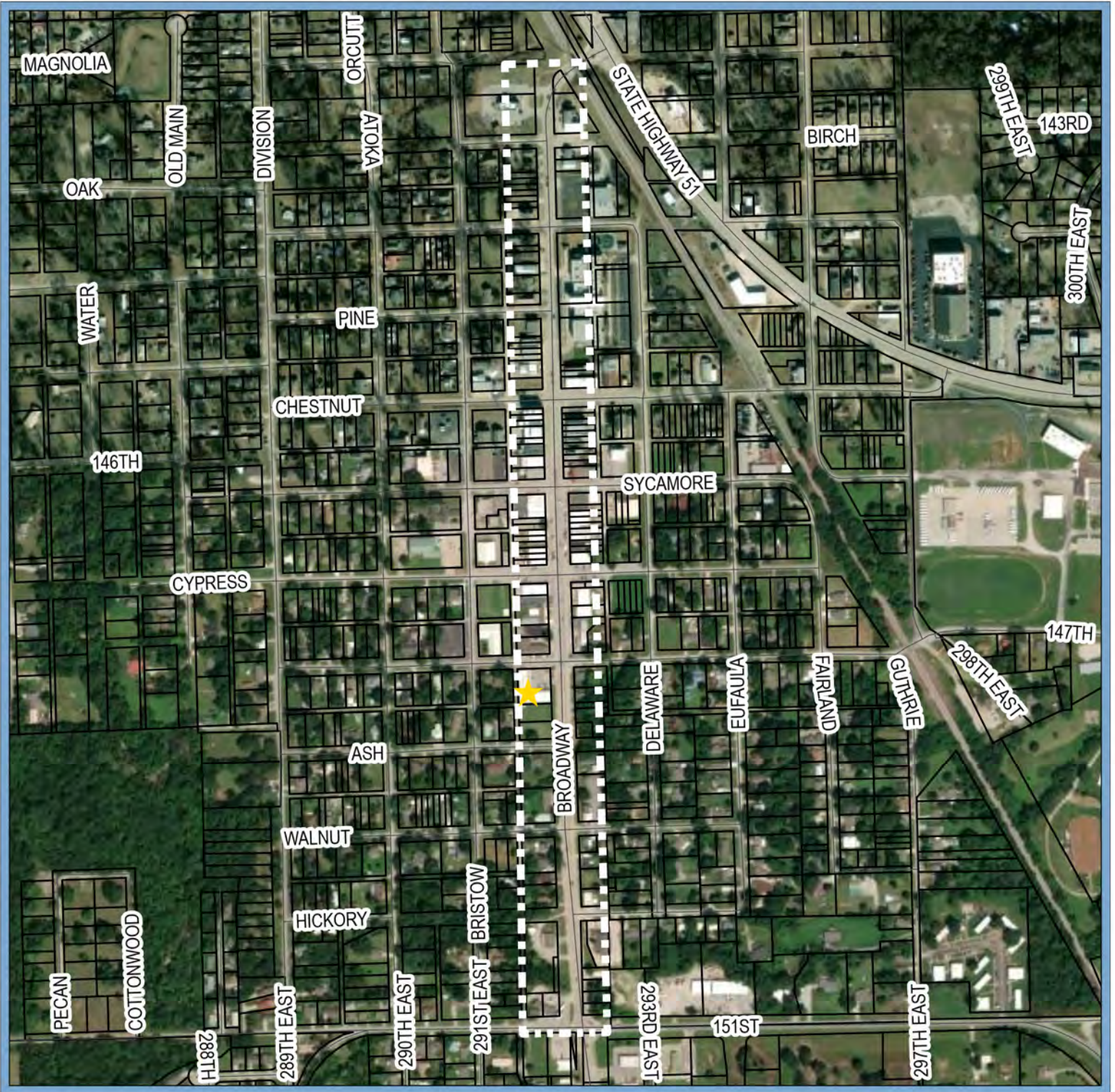
Project No. 24347
26 February 2025



Tanner Consulting LLC
LANDSCAPE ARCHITECTURE | LAND PLANNING
CIVIL ENGINEERING | LAND SURVEYING | PROJECT SERVICES
5323 SOUTH LEWIS AVENUE, TULSA, OKLAHOMA 74105-6339

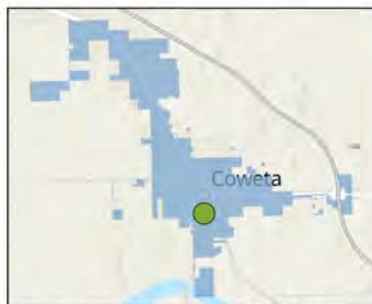
Downtown District- Food Truck Park

Highway 72 from SH-51 to 15st Street S



Legend

-  Food Truck Park
-  Roads
-  Subject Property
-  Parcels



Inset Map: General location of site area



Date Exported: 8/18/2025 8:41 AM

Estimate of Probable Cost
for
Coweta Food Truck Park
ROW Parking & Sidewalk Improvements
07/28/2025

Item	Quantity	Description	Unit Cost	Extension
100. Demolition				
a	1,759 SF	Demo existing Sidewalk	\$ 1.25	\$ 2,198.75
b	991 SF	Demo existing Pavement & Integral Curb	\$ 4.00	\$ 3,964.00
c	724 SF	Demo existing Asphalt <i>(All Demo items includes complete removal and haul-off)</i>	\$ 4.00	\$ 2,896.00
Total Demolition Bid			\$	9,058.75
200. Pavement & Amenities				
a	1 LSUM	Earthwork & Grading	\$ 1,500.00	\$ 1,500.00
b	4,623 SF	6" P.C. Concrete	\$ 10.00	\$ 46,230.00
c	486 SF	Asphalt Patch	\$ 6.00	\$ 2,916.00
d	459 LF	Combined Curb & Gutter	\$ 24.00	\$ 11,016.00
e	1,967 SF	4" Concrete Paving	\$ 8.00	\$ 15,736.00
f	3 EA	ADA Ramps and Signage	\$ 2,500.00	\$ 7,500.00
g	1 LSUM	Parking Striping	\$ 1,200.00	\$ 1,200.00
h	1 LSUM	Pedestrian Lighting to Match Downtown	\$ 16,000.00	\$ 16,000.00
i	1 LSUM	Drainage & Stormwater Improvements	\$ 10,000.00	\$ 10,000.00
j	4 EA	Trees	\$ 600.00	\$ 2,400.00
k	1,224 SF	Bermuda Sod	\$ 1.00	\$ 1,224.00
Total Pavement & Amenities Bid			\$	115,722.00
300. Traffic Control				
a	1 LSUM	Traffic Control Design, Installation, and Maintenance	\$ 7,500.00	\$ 7,500.00
Total Traffic Control Bid			\$	7,500.00
400. Erosion Control				
a	1 EA	Stabilized Construction Entrance	\$ 2,000.00	\$ 2,000.00
b	100 LF	Temporary Barrier Fencing	\$ 2.00	\$ 200.00
c	150 LF	Silt Fence or Hay Bales for Erosion Stabilization	\$ 3.00	\$ 450.00
Total Erosion Control Bid			\$	2,650.00
ROW Parking & Sidewalk Improvements Total Concept Bid			\$	134,930.75

Estimate of Probable Cost
 for
Coweta Food Truck Park
Food Truck Parking Court Improvements
 07/28/2025

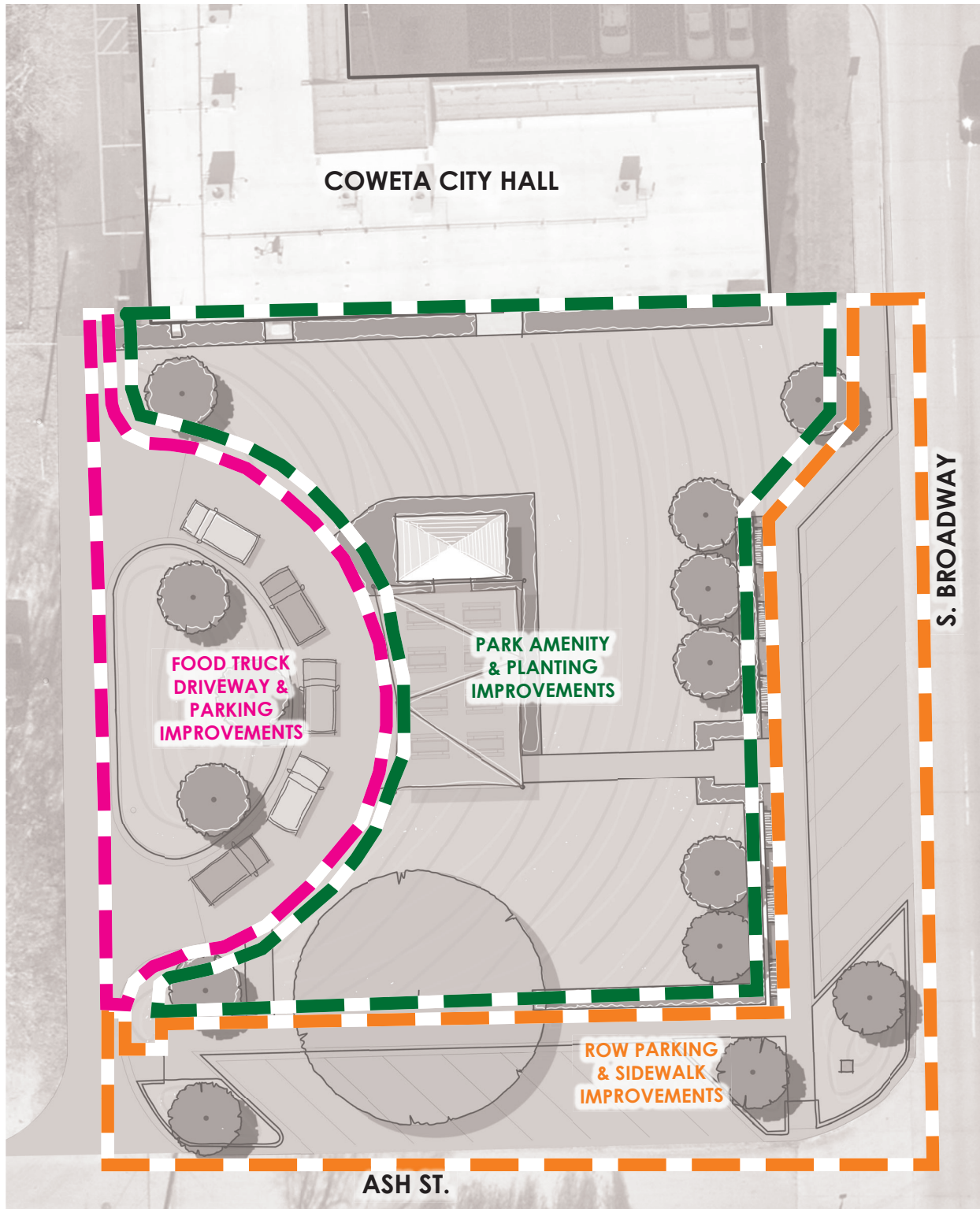
Item	Quantity	Description	Unit Cost	Extension
100. Demolition				
a	571	SF Demo existing Asphalt Pavement <i>(All Demo items includes complete removal and haul-off)</i>	\$ 4.00	\$ 2,284.00
Total Demolition Bid				\$ 2,284.00
200. Parking Court				
a	1	LSUM Earthwork & Grading	\$ 1,000.00	\$ 1,000.00
b	2,777	SF 6" P.C. Concrete	\$ 10.00	\$ 27,770.00
c	302	SF Asphalt Patch	\$ 6.00	\$ 1,812.00
d	385	LF Combined Curb & Gutter	\$ 40.00	\$ 15,400.00
e	1	LSUM Parking Striping	\$ 600.00	\$ 600.00
f	3	EA Trees	\$ 600.00	\$ 1,800.00
g	1,973	SF Bermuda Sod	\$ 1.00	\$ 1,973.00
Total Parking Court Bid				\$ 50,355.00
300. Traffic Control				
a	1	LSUM Traffic Control Design, Installation, and Maintenance	\$ 1,000.00	\$ 1,000.00
Total Traffic Control Bid				\$ 1,000.00
400. Erosion Control				
a	1	EA Stabilized Construction Entrance	\$ 2,000.00	\$ 2,000.00
b	100	LF Temporary Barrier Fencing	\$ 2.00	\$ 200.00
c	200	LF Silt Fence or Hay Bales for Erosion Stabilization	\$ 3.00	\$ 600.00
Total Erosion Control Bid				\$ 2,800.00
Food Truck Parking Court Improvements Total Concept Bid				\$ 56,439.00

Estimate of Probable Cost
for
Coweta Food Truck Park
Park Amenity & Planting Improvements
07/28/2025

Item	Quantity	Description	Unit Cost	Extension
100. Demolition				
a	312 SF	Demo existing Sidewalk <i>(All Demo items includes complete removal and haul-off)</i>	\$ 1.25	\$ 390.00
Total Demolition Bid			\$	390.00
200. Amenities & Plantings				
a	1 LSUM	Earthwork & Grading	\$ 5,500.00	\$ 5,500.00
b	155 CY	Soil Import for Regrading	\$ 22.00	\$ 3,410.00
c	325 SF	6" P.C. Concrete	\$ 10.00	\$ 3,250.00
d	1,800 SF	4" Concrete Paving	\$ 8.00	\$ 14,400.00
e	96 LF	Masonry Seating Walls	\$ 225.00	\$ 21,600.00
f	3 EA	Trees	\$ 600.00	\$ 1,800.00
g	2,247 SF	Landscape Beds & Plants	\$ 17.00	\$ 38,199.00
h	12,595 SF	Bermuda Sod	\$ 1.00	\$ 12,595.00
i	1 LSUM	Irrigation Meter and Tap	\$ 2,500.00	\$ 2,500.00
j	1 LSUM	Irrigation System	\$ 15,000.00	\$ 15,000.00
k	1 LSUM	Mural on Building	\$ 5,000.00	\$ 5,000.00
l	2 EA	Trash cans	\$ 1,000.00	\$ 2,000.00
m	4 EA	Shade Sails	\$ 16,500.00	\$ 66,000.00
n	8 EA	Picnic Tables and Mounting	\$ 1,200.00	\$ 9,600.00
Total Amenities & Plantings Bid			\$	200,854.00
300. Stage & Shelter Facility				
a	1 LSUM	Stage and Shelter Facility	\$ 90,000.00	\$ 90,000.00
Total Stage & Shelter Facility Bid			\$	90,000.00
400. Erosion Control				
a	1 EA	Stabilized Construction Entrance	\$ 2,000.00	\$ 2,000.00
b	100 LF	Temporary Barrier Fencing	\$ 2.00	\$ 200.00
c	300 LF	Silt Fence or Hay Bales for Erosion Stabilization	\$ 3.00	\$ 900.00
Total Erosion Control Bid			\$	3,100.00
Park Amenity & Planting Improvements Total Concept Bid			\$	294,344.00

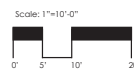
Estimate of Probable Cost
 for
Coweta Food Truck Park
ROW Parking & Sidewalk Improvements
 07/28/2025

Item	Quantity	Description	Unit Cost	Extension
		ROW Parking & Sidewalk Improvements Total Concept Bid	\$	<u>134,930.75</u>
		Food Truck Parking Court Improvements Total Concept Bid	\$	<u>56,439.00</u>
		Park Amenity & Planting Improvements Total Concept Bid	\$	<u>294,344.00</u>
		Grand Total Conceptual Base Bid	\$	<u>485,713.75</u>



COWETA FOOD TRUCK PARK - ESTIMATE KEY MAP

Project No. 24347
18 July 2025





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Memorandum

To: Honorable CIDA Chairman and Trustees
From: Julie A. Casteen, Trust Manager
Re: **RESOLUTION 2025-31 REGARDING BUDGET AMENDMENTS**
Date: September 8, 2025

BACKGROUND

The Coweta Food Truck Park was not included in the FY26 Budget and requires an appropriation to move forward with the project.

STAFF RECOMMENDATION

Staff recommends the adoption of Resolution 2025-31.

ATTACHMENTS

1. 250908-Supplementals Reso 2025-31-CIDA

**COWETA INDUSTRIAL DEVELOPMENT AUTHORITY, COWETA, OKLAHOMA
RESOLUTION 2025-31**

A RESOLUTION OF THE TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY; ADOPTING AMENDMENTS TO THE ANNUAL APPROPRIATIONS FOR THE BUDGET OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY FOR COWETA, OKLAHOMA, FOR FISCAL YEAR ENDING JUNE 30, 2026; APPROPRIATING \$242,856.88 FROM UNECUMBERED FUND BALANCE AND \$242,856.87 IN GRANT CONTRIBUTIONS FOR A TOTAL OF \$485,713.75 FOR A FOOD TRUCK PARK IN THE DOWNTOWN COWETA BROADWAY DISTRICT.

WHEREAS, the Coweta Industrial Development Authority has expenses for which the budget for fiscal year 2025-2026 exceeds available resources; and

WHEREAS, the Coweta Industrial Development Authority desires to make supplemental appropriations for expenditures not appropriated in the budget.

NOW THEREFORE BE IT RESOLVED BY THE TRUSTEES FOR THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY FOR COWETA, OKLAHOMA, THAT THE FOLLOWING SUPPLEMENTAL APPROPRIATIONS BE MADE:

ACCOUNT#	DESCRIPTION	AMOUNT	REASON FOR EXPENDITURE	FUNDING SOURCE	FUND BALANCE AMOUNT	REVENUE AMOUNT	REVENUE ACCOUNT
40-5410.140	Public Improvements	\$ 485,713.75	Parking/Food Truck Park	WCEDA Grant, Fund Balance	\$ 242,856.88	\$ 242,856.87	40-04.03.20
		<u>\$ 485,713.75</u>			<u>\$ 242,856.88</u>	<u>\$ 242,856.87</u>	

ADOPTED BY THE BOARD OF TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY ON THIS 9th DAY OF SEPTEMBER 2025.

Naomi Hogue, Chairman

Approved as to form:

Patrick Boulden, Trust Attorney

ATTEST:

Jeremy Barnett, Trust Secretary