



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, MAY 4, 2026 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 ____ Daniel Beatie ____ 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 March 2, 2026. *Marcy Kilgore, City Clerk/Treasurer*

2. **APPROVAL OF A SANITARY SEWER EASEMENT TO THE CITY OF COWETA**

Coweta Industrial Development Authority authorization for the Chairman to execute on its behalf the grant of a Sanitary Sewer Line Easement to the City of Coweta, on property located in Government Lot Two (2) of Section Thirty (30), Township 17 North, Range 16 East of the Indian Meridian, Wagoner County, Oklahoma and as more particularly described in that Easement.

Patrick Boulden, City Attorney

3. **FISCAL YEAR 2024-2025 AUDITED FINANCIAL REPORT AND OPERATING REPORT**

Presentation of the annual audited Financial Report and Operating Report for the Fiscal Year ended June 30, 2025 and possible action to acknowledge the receipt thereof.

McKay Hale, Assistant City Manager

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

V. ADMINISTRATION

1. **REQUEST FROM CHRIS THOMAS FOR DISCUSSION AND POSSIBLE ACTION REGARDING THE BID PROCESS FOR THE 2026 COWETA PATRIOTIC FESTIVAL**

VI. NEW BUSINESS

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

VII. ADJOURNMENT

*If you wish to speak during this meeting, please sign in before the meeting begins using the sign-up sheet located on the table near the podium. Speakers may address only those items listed on the posted agenda. All cell phones and electronic devices must be turned **off** or **set to silent** for the duration of the meeting.*

If you are a person with a disability and require an accommodation to participate, please contact the City Clerk at 918-486-2189 no later than 9:00 a.m. at least two business days prior to the meeting so arrangements can be made.

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY
REGULAR MEETING
MARCH 2, 2026, 8:56 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, March 2, 2026, at 8:56 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, Jeremy Barnett, Daniel Beatie, Joshua Wilburn, Donald Vieth

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 Jeremy Barnett to approve the consent calendar items:

1. Minutes of the Coweta Industrial Development Authority special meeting held on February 2, 2026.

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Joshua Wilburn
Donald Vieth

IV. CONSIDER ITEMS REMOVED FROM CONSENT

No items removed.

V. ADMINISTRATION

1. **2026 COWETA PATRIOTIC FESTIVAL- APPROVAL OF LOCATION AND FESTIVAL EXPENSES UP TO \$30,000 TO BE PAID FROM ACCOUNT 40-5222-140 AND 40-5325-140.**

**MINUTES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY
REGULAR MEETING
MARCH 2, 2026, 8:56 P.M.**

Trust Manager Julie Casteen led discussion and requested possible action related to the approval of the 2026 Patriotic Festival date and location, and authorization for the Trust Manager to approve contracts related to the festival within the budget of \$30,000.

Motion by Naomi Hogue, second by Jeremy Barnett to approve the date, and location, and authorization for the Trust Manager to approve contracts related to the festival within the budget of \$30,000.

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Joshua Wilburn
Donald Vieth

2. TRUST MANAGER EMPLOYMENT AGREEMENT

Discuss and Consider action related to approving the Amended and Restated Trust Manager Employment Agreement.

Motion by Naomi Hogue, second by Jeremy Barnett to approve a 3.5% COLA and an increase of vacation accrual to 280 hours maximum.

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Joshua Wilburn
Donald Vieth

VI. NEW BUSINESS

There was no new business.

VII. ADJOURNMENT

Chairman Hogue adjourned the meeting at 9:13 p.m.

Naomi Hogue, Chairman

Jeremy Barnett, Trust Secretary



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Memorandum

To: Honorable CIDA Chairman and Trustees

From: Patrick Boulden, City Attorney

Re: **APPROVAL OF A SANITARY SEWER EASEMENT TO THE CITY OF COWETA**

Date: May 4, 2026

BACKGROUND

A recent title opinion revealed that the City of Coweta operates and maintains a sanitary sewer line on property owned by the Coweta Industrial Development Authority (CIDA) without the benefit of an easement to preserve and protect its right to operate and maintain it on property owned by CIDA, its successors and assigns. When filed, this Easement will put the public on notice that this sewer line is located within this easement and not to interfere with its continued use either intentionally or accidentally.

The City's sewer line is located in southern Coweta within a part of Government Lot Two (2) of Section Thirty (30), Township 17 North, Range 16 East of the Indian Meridian, Wagoner County, State of Oklahoma. Its location is more particularly described in the legal description written in this sanitary sewer easement and the surveyor's drawing attached to this Easement as Exhibit "A".

It is requested that the Coweta Industrial Development Authority authorize the execution of this Easement and that the Coweta City Council authorize acceptance by adoption of the accompanying Resolution.

STAFF RECOMMENDATION

Staff recommends that the Coweta Industrial Development Authority authorize the execution of this easement.

ATTACHMENTS

1. 20260504 Final CIDA to City Sanitary Sewer Line Easement

SANITARY SEWER LINE EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the COWETA INDUSTRIAL DEVELOPMENT AUTHORITY (“Grantor”), an Oklahoma public trust, with offices located at 310 South Broadway Street, Coweta, Oklahoma, 74429, as owner of the below-described property, for and in consideration of One Dollar (\$1.00) and other good and valuable consideration, the receipt of which is acknowledged here, does by this writing, grant and convey to the CITY OF COWETA, OKLAHOMA (“City”), a municipal corporation, its successors and assigns, a permanent sanitary sewer line easement over the following described property located in Wagoner County, Oklahoma, to-wit:

A tract of land that is a part of Government Lot Two (2) of Section Thirty (30), Township 17 North, Range 16 East of the Indian Meridian, Wagoner County, State of Oklahoma, being more particularly described as follows;

Beginning at a Point on the South Line of said Government Lot 2 that is 812.05 feet from the Southwest Corner of said Government Lot 2; thence along the South line of said Government Lot 2, N88°50'31"E a distance of 20.00 feet; thence N01°15'08"W a distance of 654.32 feet; thence N15°41'09"E a distance of 306.65 feet; thence N20°25'45"W a distance of 395.65 feet to a point on the North line of said Government Lot 2; thence along the North line of said Government Lot 2, S88°56'42"W a distance of 21.20 feet to a point that is 770.18 feet from the Northwest Corner of said Government Lot 2; thence S20°25'45"E a distance of 396.16 feet; thence S15°41'09"W a distance of 303.10 feet; thence S01°15'08"E a distance of 657.27 feet to the Point of Beginning, having an area of 27132 Square Feet, 0.6229 Acres, the same being graphically depicted on the professional surveyor’s map attached as Exhibit “A”.

This easement is granted for the purpose of permitting the construction of any and all sanitary sewer lines on, through, over, under, and across the described property, together with all necessary and convenient appurtenances, and to use and maintain the same, and affording the owners and operators of the above identified sanitary sewer line, their officers, agents, employees, and all persons under contract with them, the right to enter upon and access these premises and strip of land for the purpose of surveying, excavating for, constructing, operating, and maintaining such utility, and for terminating such use.

The City is by this writing given and granted possession of the above-described premises for the above stated purposes, and the undersigned, acting at the direction of the Grantor, the Coweta Industrial Development Authority, for its heirs, administrators, successors, and assigns, covenants and agrees that no building, structure, or other above or below ground obstruction that will interfere with the stated purposes, or will be placed, erected, installed, or permitted upon the above-described premises; and further covenants and agrees that in the event the terms of this paragraph are violated by the Grantor, its heirs, administrators, successors, and assigns, or any person in privity with them, such violation will be corrected and eliminated immediately upon receipt of notice from the City utility, or the City shall have the right to correct and eliminate such

violation, and Grantor, its heirs, administrators, successors, and assigns shall promptly pay the actual cost incurred by the City.

Dated this 4th day of May 2026

“GRANTOR”

Coweta Industrial Development Authority.
an Oklahoma public trust

By: _____
Naomi Hogue, Chairman

ATTEST:

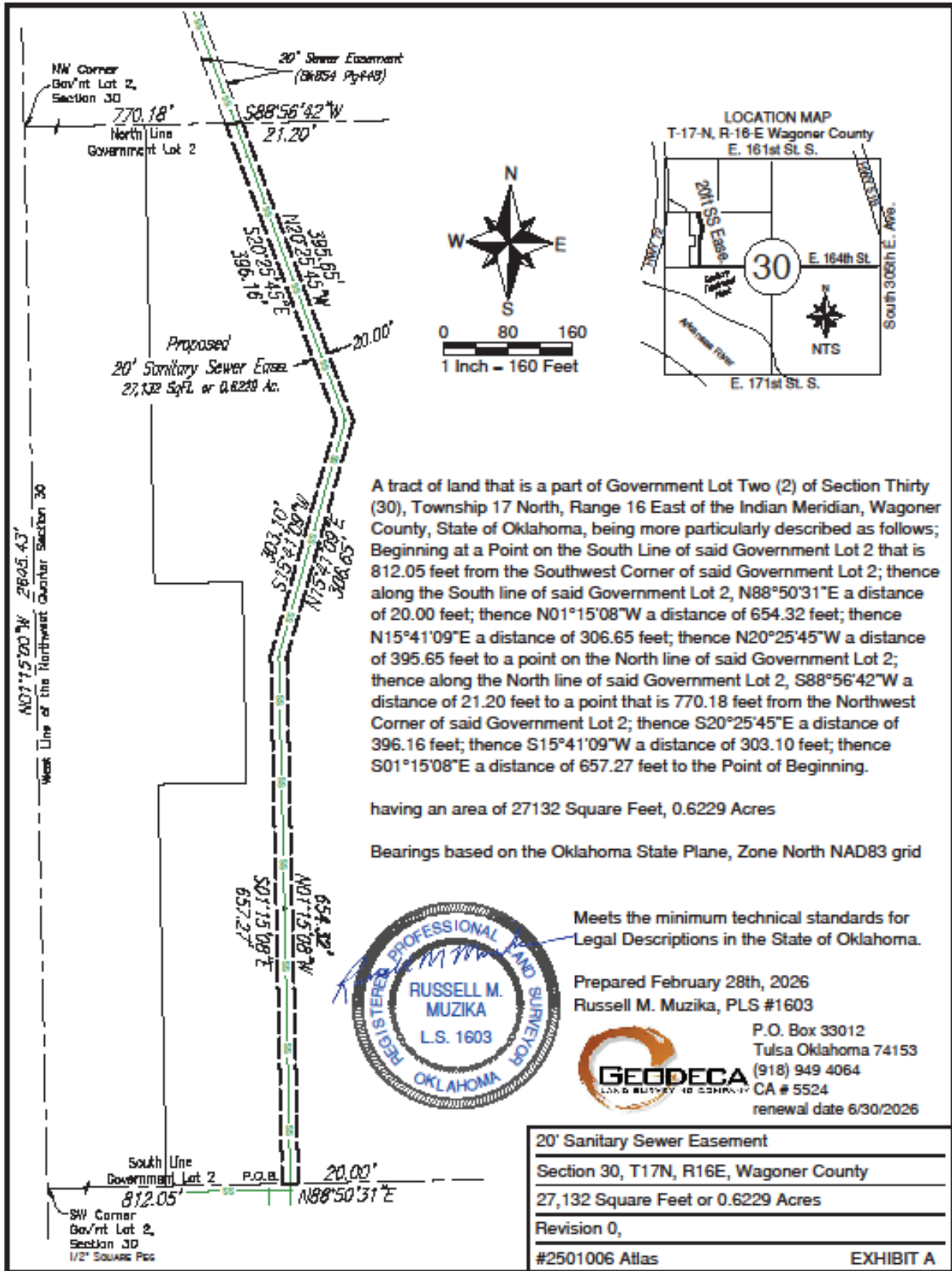
Jeremy Barnett, Trust Secretary

APPROVED:

Patrick T. Boulden, Trust Attorney

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**SANITARY SEWER LINE EASEMENT
EXHIBIT "A"**





AGENDA REQUEST FORM

POST OFFICE BOX 850 • COWETA, OKLAHOMA 74429 • PH (918) 486-2189 • FAX (918) 486-5366 www.cityofcoweta-ok.gov

Date of Request: 3-24-26 Meeting Date: 5-4-26

Name of Requestor: Chris Thomas

Name of Business, if applicable _____

Agenda Item Request For: (Please check one)

- Action Item Request
- Discussion
- Report
- Other (specify) _____

Items must be clear and specific to allow for proper notice to the public. Items pertaining to the employment of any city employee, except for the City Manager, will not be considered. The language of the submitted topic will be reviewed and revised to guarantee agreement with the Oklahoma Open Meeting Act. Items must regard issues affecting the City of Coweta and refrain from political, commercial or similar subjects. Only one item per agenda is allowed.

Discussion and possible action regarding the bid process for the 2026 Coweta Patriotic Festival.

Any documentation related to the agenda request must be submitted with the Agenda Request form. Please provide the City Clerk with one original of any documents pertaining to the agenda item requested. Agenda Request forms and associated documents may be emailed to cityclerk@cityofcoweta-ok.gov, mailed to the address at the top of the form, or hand-delivered to the City Clerk at 310 S. Broadway in Coweta, OK. Agenda Request forms and all documentation must be received by the City Clerk by noon on the Wednesday prior to the meeting. Distribution of handouts at the meeting is not allowed.

[Signature]
Signature

3-24-26
Date

[Redacted]
Physical Address

[Redacted]
Email address

Coweta, OK, 74429
City, State, Zip Code

[Redacted]
Telephone Number

Revised 8/5/2021