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**AGENDA - REGULAR MEETING
COWETA PUBLIC WORKS AUTHORITY
COWETA CITY HALL, 310 S. BROADWAY
MONDAY, JUNE 1, 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 THE REGULAR MEETING

APPROVAL OF THE MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY REGULAR MEETING HELD ON MAY 4, 2026. (MARCY KILGORE, TRUST SECRETARY)

Approval of the minutes of the Coweta Public Works Authority Regular meeting held on May 4, 2026. (Marcy Kilgore, City Clerk/Treasurer)

2. MINUTES OF JOINT SPECIAL MEETING

Approval of the minutes of the Coweta City Council/Coweta Public Works Authority/Coweta Industrial Development Authority Joint Special meeting held on May 5, 2026. (Marcy Kilgore, Trust Secretary)

3. JOINT RESOLUTION 2026-15 MASTER FEE SCHEDULE

Approval of Resolution 2026-15, a joint resolution of the City Council of the City of Coweta, Oklahoma, the Board of Trustees of the Coweta Public Works Authority, and the Board of Trustees of the Coweta Industrial Development Authority; establishing a master fee schedule confirming and modifying fees, fines, and rates charged by the City of Coweta, the Coweta Public Works Authority, and the Coweta Industrial Development Authority to be effective July 1, 2026.

Julie A. Casteen, Trust Manager

4. RESOLUTION 2026-22 REGARDING BUDGET AMENDMENTS

Discuss and consider possible action related to the adoption of Resolution 2026-22, a

resolution of the Board of Trustees of the Coweta Public Works Authority, Coweta, Oklahoma; adopting amendments to the annual appropriations for the budget of the Coweta Public Works Authority for fiscal year ending June 30, 2026; appropriating \$600,000 for transfers to the City of Coweta, funded by \$600,000 in transfers from the City of Coweta as a security pledge for the indebtedness of the Coweta Public Works Authority.

Julie A. Casteen, Trust Manager

5. RESOLUTION 2026-24 REGARDING BUDGET AMENDMENTS

Approval of Resolution 2026-24, a Resolution of the City Council of the City of Coweta, adopting amendments to the annual appropriations for the budget of the City of Coweta, Oklahoma, for Fiscal Year Ending June 30, 2026; appropriating \$2,128.47 in the Ambulance Fund from unencumbered fund balance 08-5310.060 for the cost of repairs to EMS4 for the Fire Department, and appropriating \$3,664.03 in the Ambulance Fund for the receipt of Insurance Claim Proceeds to 08-04.03.48.

McKay Hale, Assistant City Manager

6. FY26 AUDIT PROPOSAL

Discuss and consider acceptance of a proposal from Hinkle & Company, PC to provide auditing services for the fiscal year ending June 30, 2026 in the amount of \$34,500, with half being paid by the Coweta Public Works Authority.

McKay Hale, Assistant City Manager

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

V. CONSENT RATIFICATION OF PREVIOUS ACTIONS TAKEN BY THE COWETA PUBLIC WORKS AUTHORITY ON MAY 4, 2026

1. MINUTES OF SPECIAL MEETING

APPROVAL OF THE MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY SPECIAL MEETING HELD ON APRIL 6, 2026. MARCY KILGORE, CITY CLERK/ TREASURER

Discuss and consider approval to ratify the actions taken on May 4, 2026 to approve the minutes of the Coweta Public Works Authority Special Meeting held on April 6, 2026.

Julie A. Casteen, Trust Manager

2. 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

3. BID AWARD - PUBLIC SAFETY COMMUNICATIONS TOWER PROJECT TO BRIGHT LIGHTING, INC. IN THE AMOUNT OF \$75,250.00

Discuss and consider action to award a bid to Bright Lighting, Inc., the lowest responsible bidder, in the amount of \$75,250.00 for the Public Safety Communications Tower project budgeted in the Public Works Authority 1% Sales Tax Fund, account 36-5404.007, and direction to the Trust Manager to execute all necessary documents related to the project..

Julie A. Casteen, Trust Manager

4. APPROVAL OF CHANGE ORDER NO 1, PUBLIC SAFETY BUILDINGS - USE OF CONTINGENCY

FUNDS

DISCUSS AND CONSIDER APPROVAL OF CHANGE ORDER NO. 1 AUTHORIZING THE USE OF THE CONSTRUCTION MANAGER'S CONTINGENCY IN THE AMOUNT OF \$124,404.36 FOR THE PUBLIC SAFETY FACILITY PROJECT, WITH NO CHANGE TO THE OVERALL PROJECT COST

Julie A. Casteen, Trust Manager

VI. ADMINISTRATION

1. RESOLUTION 2026-13 ON FY27 BUDGET ADOPTION

Discuss and consider action on the adoption of Resolution 2026-13, a resolution of the Board of Trustees of the Coweta Public Works Authority, Coweta, Oklahoma; adopting the budget for the Coweta Public Works Authority Utility Services Fund, the Ambulance Service Fund, the Sewer Improvements Fund, and the 1% Sales Tax Fund for the fiscal year beginning July 1, 2026, and ending June 30, 2027; and providing for the investment of these funds; and including any possible amendments to the FY27 Proposed Budget and Financial Plan, including adding, deleting, increasing, or decreasing any appropriations, expenditures, and the amounts thereof.

Julie A. Casteen, Trust Manager

2. RESOLUTION 2026-20, ACCEPTANCE OF REMOVAL AND DISPOSAL OF WATER TREATMENT PLANT LAGOON SLUDGE PROJECT

Discuss and consider action related to the adoption of Resolution 2026-20, a resolution of the Board of Trustees of the Coweta Public Works Authority, Coweta, Oklahoma, accepting the completion of the Removal and Disposal of Water Treatment Plant Lagoon Sludge project.

Julie A. Casteen, Trust Manager

VII. NEW BUSINESS

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

VIII. 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 PUBLIC WORKS AUTHORITY REGULAR MEETING
MAY 4, 2026 8:03 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 Public Works Authority met in regular session on Monday, May 4, 2026, at 8:03 p.m. following the meeting of the Coweta City Council at City Hall, 310 S Broadway, Coweta, OK 74429.

TRUSTEES PRESENT: Naomi Hogue, Jeremy Barnett, Daniel Beatie, 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.

ALL AGENDA ITEMS WERE CONSIDERED BY THE COWETA PUBLIC WORKS AUTHORITY AFTER 7:00 P.M. WHEN IT WAS LATER DISCOVERED THAT THE ACCESS DOORS TO THE MEETING WERE INADVERTENTLY, AUTOMATICALLY LOCKED. PUBLIC WORKS AUTHORITY ACTION ON THESE ITEMS WILL BE CONSIDERED FOR RATIFICATION AT THE COWETA PUBLIC WORKS AUTHORITY'S MONDAY, JUNE 1, 2026, REGULAR MEETING

III. CONSENT

Motion by Naomi Hogue, second by Jeremy Barnett to approve the consent calendar items:

1. Approval of the minutes of the Coweta Public Works Authority special meeting held on April 6, 2026.
2. Acknowledgement of receipt of the annual audited Financial Report and Operating Reports for the Fiscal Year ending June 30, 2025.

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Donald Vieth

IV. CONSIDER ITEMS REMOVED FROM CONSENT

No items removed.

V. ADMINISTRATION

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY REGULAR MEETING
MAY 4, 2026 8:03 P.M.**

**1. BID AWARD - PUBLIC SAFETY COMMUNICATIONS TOWER PROJECT TO
BRIGHT LIGHTING, INC. IN THE AMOUNT OF \$75,250.00**

Trust Manager Julie Casteen led discussion and requested possible action related to awarding a bid to Bright Lighting, Inc., the lowest responsible bidder, in the amount of \$75,250.00 for the Public Safety Communications Tower project budgeted in the Public Works Authority 1% Sales Tax Fund, account 36-5404.007, and direction to the Trust Manager to execute all necessary documents related to the project.

Motion by Naomi Hogue, second by Jeremy Barnett to approve awarding a bid to Bright Lighting, Inc., the lowest responsible bidder, in the amount of \$75,250.00 for the Public Safety Communications Tower project budgeted in the Public Works Authority 1% Sales Tax Fund, account 36-5404.007, and direction to the Trust Manager to execute all necessary documents related to the project.

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Donald Vieth

**2. APPROVAL OF CHANGE ORDER NO 1, PUBLIC SAFETY BUILDINGS - USE
OF CONTINGENCY FUNDS**

Julie Casteen led discussion and requested possible action related to the approval of Change Order No. 1 authorizing the use of the construction manager's contingency in the amount of \$124,404.36 for the Public Safety Facility Project, with no change to the overall project cost.

Motion by Naomi Hogue, second by Jeremy Barnett to approve Change Order No. 1 authorizing the use of the construction manager's contingency in the amount of \$124,404.36 for the Public Safety Facility Project, with no change to the overall project cost.

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Donald Vieth

VI. NEW BUSINESS

No new business.

VII. ADJOURNMENT

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY REGULAR MEETING
MAY 4, 2026 8:03 P.M.**

Chairman Hogue adjourned the meeting at 8:08 p.m.

Naomi Hogue, Chairman

Marcy Kilgore, Trust Secretary

**MINUTES OF THE COWETA CITY COUNCIL/COWETA PUBLIC
WORKS AUTHORITY/COWETA INDUSTRIAL TRUST AUTHORITY
JOINT SPECIAL MEETING
MAY 5, 2026, 9:01 A.M.**

The agenda for this meeting was posted at least 48 hours prior to the start of this meeting at the entrance of City Hall, 310 S Broadway, Coweta, OK.

The members of the Coweta City Council and Trustees of the Coweta Public Works Authority and Coweta Industrial Trust Authority met in a joint special session on Tuesday, May 5, 2026, at 9:01 a.m. in the Coweta City Hall, 310 S Broadway, Coweta, Oklahoma.

COUNCILMEMBERS/TRUSTEES PRESENT: Naomi Hogue, Jeremy Barnett, Daniel Beatie, Donald Vieth

COUNCILMEMBERS/TRUSTEES ABSENT: None.

I. CALL TO ORDER

The City Council meeting was called to order by Mayor Hogue.

II. The Coweta Public Works Authority meeting was called to order by Chairman Hogue.

III. The Coweta Industrial Development Authority meeting was called to order by Chairman Hogue.

IV. Pledge of Allegiance given

V. ROLL CALL

Roll call taken. Council members and Trustees were present as shown above.

VI. PRESENTATIONS

1. PROPOSED FY 2024-2025 BUDGET DISCUSSION AND TOUR OF FACILITIES

City Manager Julie Casteen discussed the proposed FY 2026-2027 Operating/Capital budget for all funds. Department heads presented information on equipment purchases and capital projects that have been proposed for the FY 2026-2027 budget.

The Coweta City Council/Coweta Public Works Authority/Coweta Industrial Development Authority reviewed priorities and participated in a tour of the City facilities to establish budget priorities for the proposed FY 2026-2027 Operating/Capital budget for all funds of the City.

**MINUTES OF THE COWETA CITY COUNCIL/COWETA PUBLIC
WORKS AUTHORITY/COWETA INDUSTRIAL TRUST AUTHORITY
JOINT SPECIAL MEETING
MAY 5, 2026, 9:01 A.M.**

Facilities toured included: the Coweta Public Works facility, the Coweta Sports Complex, and Coweta Water Treatment Plant.

Following the facility tour, further discussion was held on the proposed FY 2026-2027 Operating/Capital budget for all funds.

Other than the discussion and tour, no action was taken.

VII. ADJOURNMENT

Mayor Hogue adjourned the City Council meeting at 12.58 p.m.

Chairman Hogue adjourned the Coweta Public Works Authority meeting at 12:58 p.m.

Chairman Hogue adjourned the Coweta Industrial Development Authority meeting at 12:58 p.m.

Naomi Hogue, Mayor

Marcy Kilgore, City Clerk

Naomi Hogue, PWA Chairman

Marcy Kilgore, Trust Secretary

Naomi Hogue, CIDA Chairman

Jeremy Barnett, Secretary



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Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **JOINT RESOLUTION 2026-15 MASTER FEE SCHEDULE**

Date: June 1, 2026

BACKGROUND

The City maintains a Master Fee Schedule that provides a single source listing of fees, utility rates, court fines and other charges for services. The proposed changes to the Master Fee Schedule in the upcoming FY27 fiscal year include a 3% increase in Utility rates, as well as increases to Ambulance rates, and other minor adjustments. In addition, commercial solid waste fees have been adjusted to be more equitable to the overall rate structure between residential and commercial customers. This change in commercial rates is the second in a planned three-year adjustment that began last year.

A new stormwater management fee is also included in the fee schedule. The cost is \$1.50 per month for residential accounts and a minimum of \$5.00 per month for commercial accounts. Residential stormwater fees charged by other municipalities in the area range from \$2.00 per month to \$13.69 per month.

STAFF RECOMMENDATION

Staff recommends the adoption of Joint Resolution 2025-15.

ATTACHMENTS

1. 260601-Joint Reso 2026-015 FY27 Master Fee Schedule Update
2. FY27 Master Fee Schedule

RESOLUTION 2026-15

A JOINT RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA, THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, AND THE BOARD OF TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY; ESTABLISHING A MASTER FEE SCHEDULE CONFIRMING AND MODIFYING FEES, FINES AND RATES CHARGED BY THE CITY OF COWETA, THE COWETA PUBLIC WORKS AUTHORITY, AND THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY.

WHEREAS, the Coweta City Council, the Board of Trustees of the Coweta Public Works Authority, and the Board of Trustees of the Coweta Industrial Development Authority as part of the budgeting process, have reviewed all fees charged by the City of Coweta, the Coweta Public Works Authority, and the Coweta Industrial Development Authority to ensure that appropriate fees and charges are in place; and

WHEREAS, in order to provide for sound financial planning for utility purposes, multi-year rates must be established, providing for minimal rate increases each year in order to avoid large, unexpected rate increases.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA, THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, AND THE BOARD OF TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY THAT:

Section 1: The Master Fee Schedule attached to this resolution as Exhibit “A”, listing various fees, fines and rates, is established as the schedule of fees, fines or rates that shall be charged by the City of Coweta, Oklahoma upon the effective dates and for the specific services listed.

Section 2: A rolling utility rate plan has been established, with annual rate adjustments of 3% in each subsequent utility master fee schedule unless modified during the budgeting process.

Section 3: The City Manager of the City of Coweta is authorized to add any prior existing and unintentionally omitted fee, fine or rate to the attached Master Fee Schedule, until the next annual review, or to make temporary fee adjustments as special circumstances may warrant, ensuring that the City of Coweta will recover its expenses for services provided.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF COWETA, OKLAHOMA, THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, AND THE BOARD OF TRUSTEES OF THE COWETA INDUSTRIAL DEVELOPMENT AUTHORITY ON THIS THIS 1st DAY OF JUNE 2026.

Naomi Hogue
As Mayor of the City of Coweta,

As Chair of the Board of Trustees of the
Coweta Public Works Authority, and

As Chair of the Board of Trustees of the
Coweta Industrial Development
Authority

Approved as to form:

Patrick Boulden, Coweta City Attorney;
Attorney for the Coweta Public Works
Authority; and Attorney for the Coweta
Industrial Development Authority

ATTEST:

Marcy Kilgore, Coweta City Clerk
and Secretary for the Coweta Public Works Authority

ATTEST:

Jeremy Barnett, Secretary for the
Coweta Industrial Development Authority



Master Fee Schedule Fiscal Year 2027

Resolution 2026-15 “Exhibit A”

Adopted 6/1/2026

Effective 7/1/2026

**City of Coweta, Oklahoma
Coweta Public Works Authority
Coweta Industrial Development Authority**

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**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

AMBULANCE FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
BLS Emergent 911/ Non-Emergent 911	\$1,300.00/ \$1,050.00	\$1,300.00
ALS Level 1 Emergent 911/ ALS Level 1 Non- Emergent 911	\$1,875.00/ \$1,215.00	\$1,875.00
ALS Level 2 Emergent 911	\$2,050.00	\$2,200.00
Specialty Care Transports	\$2,050.00	\$2,050.00
Ambulance Stand-by Fee	\$800.00 Per Hour Billed in 15 Minute Increments	\$800.00 Per Hour Billed in 15 Minute Increments
Mileage Fee for Ambulance Run	\$18.90 per mile	\$18.90 per mile
ANIMAL CONTROL FEES/FINES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Adoption Fee – includes spay/neuter	\$60.00	\$80.00
Dog/Cat License	\$5.00 Annually	\$5.00 Annually
Impound Fee/Dog or Cat	\$7.50 Per Day	\$7.50 Per Day
Impound Fee/not Dog or Cat	Actual Expenses Incurred as Determined by City Manager	Actual Expenses Incurred as Determined by City Manager
Violation - First Offense	\$25.00 + Court costs	\$25.00 + Court costs
Violation - Second Offense	\$50.00 + Court Costs	\$50.00 + Court Costs
Violation - Third Offense	\$500.00 + Court Costs	\$500.00 + Court Costs
BUILDING PERMIT FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
New Residential & Multi-Family	\$250.00 Plan Check Fee +\$.22 Per Sq. Ft. + Park & Rec. Fee	\$250.00 Plan Check Fee +\$.22 Per Sq. Ft. + Park & Rec. Fee
New Commercial	\$500.00 Plan Check Fee Plus 0.4% of Valuation < \$1 million Plus 0.2% of Valuation for Everything Over \$1 million	\$500.00 Plan Check Fee Plus 0.4% of Valuation < \$1 million Plus 0.2% of Valuation for Everything Over \$1 million
Revocable Permit (Private Improvements in the Public ROW)	\$100.00 Plan Check Fee + \$50.00 For Each Inspection	\$100.00 Plan Check Fee + \$50.00 For Each Inspection
Residential Remodel	\$0.15 Per Sq. Ft. + \$50.00 For Each Inspection	\$0.15 Per Sq. Ft. + \$50.00 For Each Inspection
Commercial Remodel	\$115.00 Plan Check Fee + \$50.00 For Each Inspection	Same as New Commercial
Accessory Buildings	\$75.00 where no utilities or inspections are necessary	\$100.00 where no utilities or inspections are necessary
Electrical, Framing, Plumbing, Gas, Mechanical, Fire Alarm or Fire Sprinkler Inspection	\$50.00 Per Inspection + \$75.00 for each reinspection	\$50.00 Per Inspection + \$75.00 for each reinspection

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

BUILDING PERMIT FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Driveway Permit	\$50.00 except lots platted after 7/1/22	\$50.00 except lots platted after 7/1/22
Specific Use Permits	\$100.00 + Advertising, Postage and Sign Fee	\$150.00 + Advertising, Postage and Sign Fee
Site Plan Review	\$100.00	\$100.00
Zoning Public Notice Sign Posting	\$50.00	\$50.00
Occupancy Permit (Fire Marshal Inspection)	\$50.00 Per Inspection + \$75.00 for each reinspection	\$50.00 Per Inspection + \$75.00 for each reinspection
In-Ground Swimming Pool	\$75.00 (Includes All Inspections)	\$75.00 (Includes All Inspections)
General Permit – all permits not listed above	\$50.00 (\$75.00 for each reinspection)	\$50.00 (\$75.00 for each reinspection)
Construction Work requiring Permit or Signs Completed Without Permit	Double Permit Fee Amount + Inspection Fee not performed	Double Permit Fee Amount + Inspection Fee not performed
Oklahoma Uniform Building Code Commission Fee	\$4.50 For Each Building, Plumbing, Electrical, Mechanical and Fire Suppression System Construction Permit with \$4.00 remitted to the Oklahoma Uniform Building Code Revolving Fund and 50¢ to the City General Fund	\$4.50 For Each Building, Plumbing, Electrical, Mechanical and Fire Suppression System Construction Permit with \$4.00 remitted to the Oklahoma Uniform Building Code Revolving Fund and 50¢ to the City General Fund
Park and Recreation Fee:		
Single-Family Dwelling	\$ 50.00 + \$25.00 Per Bedroom	\$ 50.00 + \$25.00 Per Bedroom
Duplex Dwelling	\$150.00 + \$25.00 Per Bedroom	\$150.00 + \$25.00 Per Bedroom
Multi-Family Units	\$200.00 Per Dwelling Unit	\$200.00 Per Dwelling Unit
Mobile or Manufactured Homes	\$200.00 Per Lot or Space	\$200.00 Per Lot or Space
Commercial Facility	\$ 0.01 Per Sq. Ft. of Building	\$ 0.01 Per Sq. Ft. of Building
New Mobile Home Permits	\$100.00 (Includes All Inspections)	\$100.00 (Includes All Inspections)
Existing Mobile Home Inspection	\$25.00 Per Inspection	\$25.00 Per Inspection

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

MOVER'S/DEMO PERMIT FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Mover's Permit (Over-Sized Load)	\$25.00	\$25.00
Mover's Permit (building or structure)	\$100.00	\$100.00
Demolition of Building or Structure	\$50.00	\$50.00
CEMETERY FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Cemetery Lot (Utility Customer)	\$1,100.00	\$1,100.00
Cemetery Lot (Non-Utility Customer)	\$2,600.00	\$2,600.00
Opening & Closing (Weekday)	\$600.00	\$600.00
Opening & Closing (Saturday and holidays)	\$1,200.00	\$1,200.00
Opening & Closing: Cremation	\$300.00	\$300.00
Opening & Closing: Cremation (Saturday and holidays)	\$600.00	\$600.00
Opening & Closing (after 4:00 pm)	Additional \$400.00	Additional \$400.00
Disinterment	\$600.00	\$600.00
Transfer fee	\$25.00	\$25.00
COPY/FAX/SCANNING FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Police Department Reports	\$0.25 Per Page	\$0.25 Per Page
All Other Copies	\$0.25 Per Page	\$0.25 Per Page
Documents in storage	\$20.00 Per Hour Search Fee	\$20.00 Per Hour Search Fee
Large Documents (Requiring at Least Thirty Minutes Staff Time)	\$20.00 Per Hour	\$20.00 Per Hour
Scanning of Documents	\$0.25 Per Page	\$0.25 Per Page
USB Flash Drive	New	\$5.00
Fax Transmissions/Local Area	\$1.00	\$1.00
Fax Transmissions/Long Distance	\$2.00	\$2.00
Faxes Received	\$0.50 Per Page	\$0.50 Per Page

**CHARGES FOR REPRODUCTION OF CITY RECORDS PURSUANT TO THE CITY OF COWETA'S
OPEN RECORDS POLICY ADOPTED NOVEMBER 3, 2025**

Except as otherwise provided by law, the following schedule of charges shall apply to records requests pursuant to the open records ordinances of the City of Coweta and in compliance with Oklahoma's Open Records Act, Title 51 Oklahoma Statutes, Section 24A.1 and following. This schedule of charges is posted in the public access area of City Hall, 310 South Broadway, Coweta, OK 74429, and in the Wagoner County Clerk's Office. The type of record and the media on or through which it is provided is at each records custodian's discretion. Payment of fees in advance of production may be required if the estimated fees exceed Seventy-five Dollars (\$75.00) or if the requestor has outstanding fees from previous requests. Any portion of an advance payment that exceeds the costs of responding to the request shall be returned to the requestor.

1. Paper Reproduction	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
a. Black and White Legal sized or smaller (8.5' x 14" or smaller)	\$0.25 per page	\$0.25 per page
b. Color Legal sized or smaller (8.5' x 14" or smaller)	\$0.50 per page	\$0.50 per page
c. Ledger sized (11" x 17")	\$0.50 per page	\$0.50 per page
d. Paper larger than 11" x 17", microfilm, photographic paper, or other specialty papers	Actual cost of media and reproduction	Actual cost of media and reproduction
2. Digital Reproduction (scanned or electronically generated and processed for electronic delivery)	\$0.15 per page	\$0.15 per page
3. Flash, thumb, or USB drive, external hard drive, memory card, or other media	Actual cost + \$5.00	Actual cost + \$5.00
4. U.S. Mail or other shipping service	Actual cost	Actual cost
5. Certification	\$1.00 per page	\$1.00 per page
PRODUCTION FEES FOR COMMERCIAL REQUESTS OR REQUESTS INVOLVING EXCESSIVE DISRUPTION	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
	1. \$55.00 per hour	1. \$55.00 per hour
	2. \$80.00 per hour when computer programming is required on a customized request	2. \$80.00 per hour when computer programming is required on a customized request
	3. \$85.00 per hour when legal support or legal review is required	3. \$85.00 per hour when legal support or legal review is required
	4. \$50.00 per hour when redaction of audio or video is required	4. \$50.00 per hour when redaction of audio or video is required

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Allow Minor on Premises/ alcohol Sold for Consumption	\$270.00	\$270.00
Allow Passenger to Ride Outside of Vehicle	\$270.00	\$270.00
Altered Drivers License	\$270.00	\$270.00
Altered Tag	\$270.00	\$270.00
Animal not to be at Large - 1st Offense	\$95.00	\$95.00
Animal not to be at Large - 2nd Offense	\$120.00	\$120.00
Animal not to be at Large - 3rd Offense or More	\$570.00/Court Required	\$570.00/Court Required
Animal Nuisance	\$270.00	\$270.00
Animal Protection Other Acts Prohibited	\$270.00	\$270.00
Assault & Battery	\$570.00	\$570.00
Begging/pan Handling	\$270.00	\$270.00
Building Permit or Sign Permit Required	\$270.00	\$270.00
Business Use of Streets Prohibited	\$270.00	\$270.00
Careless Driving	\$270.00	\$270.00
Carrying Firearm under the Influence	\$570.00/Court Required	\$570.00/Court Required
Certain Animals Not to Be Kept in City	\$95.00	\$95.00
Child Restraint	\$75.00	\$75.00
Conspiracy to Commit Larceny	\$270.00	\$270.00
Consumption by Person under 21	\$270.00	\$270.00
Contributing to Delinquency of Minor	\$270.00	\$270.00
Creating a Public Nuisance	\$270.00	\$270.00
Cross over Safety Zone at Stop Light	\$270.00	\$270.00
Cruelty to Animal(s)	\$270.00	\$270.00
Curfew Violation	\$95.00	\$95.00
Cutting Corner to Avoid Traffic Device	\$130.00	\$130.00
D.L. Endorsement Required	\$270.00	\$270.00
Damage or Defacement of Traffic Control Device	\$270.00	\$270.00
Potentially Dangerous Dog	\$570.00/Court Required	\$570.00/Court Required
Dangerous Dog	\$570.00/Court Required	\$570.00/Court Required

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Defective Vehicle/equipment	\$270.00	\$270.00
Design Standards for off Street Parking where not code compliant	\$570.00	\$570.00
Destruction of Property	\$270.00	\$270.00
Disobey Order of Officer	\$270.00	\$270.00
Disobeyed Stop Light	\$130.00	\$130.00
Disobeyed Stop Sign	\$130.00	\$130.00
Distribute Tobacco Products Within 300' of Playground or School (First Offense)	\$170.00	\$170.00
Distribute Tobacco Products Within 300' of Playground or School (Second Offense)	\$270.00	\$270.00
Destruction of Evidence	\$570.00	\$570.00
Disturbing the Peace	\$130.00/Court Required	\$130.00/Court Required
Dog(s) or Cat(s) to be Vaccinated	\$270.00	\$270.00
Door-to-door Sales Prohibited	\$270.00	\$270.00
Drivers View Obstructed	\$270.00	\$270.00
Driving in Manner Not Proper	\$270.00	\$270.00
Driving on Roadways with Lanes Marked for Traffic/driving on Shoulder	\$270.00	\$270.00
Driving under Suspension	\$570.00/Court Required	\$570.00/Court Required
Driving Wrong Way on One Way Street	\$270.00	\$270.00
Duty Upon Striking Fixtures Upon a Roadway	\$570.00/Court Required	\$570.00/Court Required
Eluding an Officer	\$570.00/Court Required	\$570.00/Court Required
Embezzlement	\$270.00/Court Required	\$270.00/Court Required
Embezzlement of Leased or Rented Property	\$270.00/Court Required	\$270.00/Court Required
Excessive Acceleration	\$130.00	\$130.00
Expired Tag or No Tag	\$170.00	\$170.00
Failure to Carry Bill of Sale	\$270.00	\$270.00
Failure to Change Address on Driver's License	\$270.00	\$270.00
Failure to Dim Headlights	\$270.00	\$270.00
Failure to Display Lighted Lamps	\$270.00	\$270.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Failure to Exercise Due Care Drivers to Exercise Due Care	\$270.00	\$270.00
Failure to Move to Non-Adjacent Lane When Passing Stationary Emergency Vehicle	\$270.00	\$270.00
Failure to Obey Traffic Control Devices	\$130.00	\$130.00
Failure to Obtain Occupation License	\$270.00	\$270.00
Failure to Obtain Plumbing Permit	\$270.00	\$270.00
Failure to Obtain Mechanical Permit	\$270.00	\$270.00
Failure to Obtain All Trades Inspection	\$270.00	\$270.00
Failure to Secure Load	\$270.00	\$270.00
Failure to Signal	\$130.00	\$130.00
Failure to Stop at Railroad Crossing	\$270.00	\$270.00
Failure to Surrender Suspended D.L.	\$270.00	\$270.00
Failure to Use Seat Belt	\$20.00	\$20.00
Failure to Yield	\$170.00	\$170.00
Failure to Yield to Emergency Vehicle	\$170.00	\$170.00
Failure to Yield to Funeral Procession	\$170.00	\$170.00
Failure to Yield to Railroad Crossing	\$170.00	\$170.00
Failure to Yield/school Zone Cross Walk	\$570.00	\$570.00
False Alarms	\$270.00	\$270.00
False Reports of Crime	\$570.00	\$570.00
False Representation to an Officer	\$570.00/Court Required	\$570.00/Court Required
Following too Closely	\$170.00	\$170.00
Forged Proof of Security Verification	\$270.00	\$270.00
Go Around Railroad Crossing Gate	\$270.00	\$270.00
Harmful Deception	\$570.00/Court Required	\$570.00/Court Required
Headgear Required	\$270.00	\$270.00
House Moving Permit Required	\$270.00	\$270.00
Ignition Interlock Device	\$570.00/Court Required	\$570.00/Court Required
Illegal Dumping	\$270.00	\$270.00
Illegal Exhaust	\$270.00	\$270.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Illegal Parking	\$130.00	\$130.00
Illegal Parking on Right of Way	\$130.00	\$130.00
Illegal U Turn to Park	\$130.00	\$130.00
Impeding Flow of Traffic	\$130.00	\$130.00
Improper Backing	\$130.00	\$130.00
Improper Display of Lights	\$130.00	\$130.00
Improper Display of Tag	\$130.00	\$130.00
Improper Lane Use or Lane Change	\$130.00	\$130.00
Improper Tag/Blocked Tag	\$130.00	\$130.00
Improper Turn	\$130.00	\$130.00
Improper/unsafe U Turn	\$130.00	\$130.00
Inattentive Driving	\$270.00	\$270.00
Indecent Exposure	\$270.00	\$270.00
Insulting Signs, Language, Literature	\$270.00	\$270.00
Interference with Emergency Telephone Calls	\$570.00/Court Required	\$570.00/Court Required
Interfere with Officers Duties	\$270.00	\$270.00
Intimidation or Harassment	\$270.00	\$270.00
Itinerant Vender License Required	\$270.00	\$270.00
Joyride	\$270.00	\$270.00
Larceny of Utilities	\$270.00/Court Required	\$270.00/Court Required
Leaving Scene of Accident	\$270.00	\$270.00
Left of Center	\$130.00	\$130.00
Littering	\$270.00	\$270.00
Littering from Vehicle	\$270.00	\$270.00
Loud Sound Amplification	\$270.00	\$270.00
Loud Unnecessary Noise Prohibited	\$270.00	\$270.00
Maliciously Defacing Property of Another	\$270.00	\$270.00
Minor in Possession of Tobacco Product	\$130.00	\$130.00
Minor Possession of Beer/liquor	\$170.00	\$170.00
Molesting Auto	\$270.00	\$270.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Mufflers/no Muffler or Defective Muffler	\$270.00	\$270.00
Negligent Parking	\$130.00	\$130.00
No Drivers License	\$370.00	\$370.00
No Insurance	\$320.00	\$320.00
No More than 3 Dogs Permitted	\$130.00	\$130.00
Nuisance Dog	\$270.00	\$270.00
Obscene, Threatening or Harassing Telephone Calls	\$270.00	\$270.00
Obstructed View of Vehicle Tag	\$130.00	\$130.00
Obstruction	\$270.00	\$270.00
Obstruction to Turning of Steering Control Obstruction to Turning	\$270.00	\$270.00
Obtaining Property by Trick or Deception	\$270.00	\$270.00
Off Road Vehicle on Street	\$270.00	\$270.00
Offenses Not Listed	\$270.00	\$270.00
Operate Vehicle Without License Decal	\$270.00	\$270.00
Operate Vehicle in Park Not in Parking Lot	\$270.00	\$270.00
Operating Vehicle W/o DL in Possession	\$270.00	\$270.00
Operating a Motor Vehicle at a Speed Greater than Posted Limit	\$270.00	\$270.00
Operating W/o City License	\$170.00	\$170.00
Owner Duty to Restrain Domestic Animals	\$270.00	\$270.00
Parking Handicap Zone	\$130.00	\$130.00
Parking on Railroad Right of Way	\$270.00	\$270.00
Parking Setbacks	\$570.00	\$570.00
Parking too Close to Fire Hydrant	\$270.00	\$270.00
Passing in No Passing Zone	\$270.00	\$270.00
Passing on Right	\$270.00	\$270.00
Passing School Bus While Loading or Unloading	\$570.00/Court Required	\$570.00/Court Required
Pedestrian Fail to Use Provided Crosswalk	\$130.00	\$130.00
Permit Juvenile to Violate Curfew	\$130.00	\$130.00
Permit Unlicensed Person to Drive	\$270.00	\$270.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Permitting Invitees under 21 to Consume Alcohol	\$270.00	\$270.00
Petit Larceny	\$570.00/Court Required	\$570.00/Court Required
Planning or Threatening Violent Act	\$570.00/Court Required	\$570.00/Court Required
Possession of Illegal Fireworks	\$130.00	\$130.00
Possession of Marijuana	\$475.00/Court Required	\$475.00/Court Required
Possession of Marijuana Without Tax Stamp	\$270.00/Court Required	\$270.00/Court Required
Possession of Paraphernalia	\$425.00/Court Required	\$425.00/Court Required
Possession of Pills Not in Proper Container	\$570.00/Court Required	\$570.00/Court Required
Possession of Schedule VI CDS/Schedule III Possession of Schedule VI/III CDS.	\$575.00/Court Required	\$575.00/Court Required
Possession of Tobacco By Minor (First Offense)	\$170.00 or 22 Hours of Community Service, as Selected by the Offender	\$170.00 or 22 Hours of Community Service, as Selected by the Offender
Potentially Dangerous Dog	\$570.00/Court Required	\$570.00/Court Required
Prohibited Sale of Alcohol	\$170.00	\$170.00
Public Intoxication	\$170.00	\$170.00
Pump Piracy	\$270.00	\$270.00
Reckless Driving	\$570.00/Court Required	\$570.00/Court Required
Reckless Conduct with a Firearm	\$270.00/Court Required	\$270.00/Court Required
Resisting an Officer	\$570.00/Court Required	\$570.00/Court Required
Sale of Alcohol/Beer to Minor	\$130.00	\$130.00
School/Construction Zone 1-10 Over	\$190.00	\$130.00
School/Construction Zone 11-16 Over	\$240.00	\$240.00
School/Construction Zone 17-21 Over	\$270.00	\$270.00
School/Construction Zone 22 Over	\$270.00	\$270.00
Sell of Tobacco Product Except in Original Packaging	\$370.00	\$370.00
Sell or Furnish Tobacco Product to Minor (First Offense)	\$170.00	\$170.00
Sell or Furnish Tobacco Product to Minor (Second Offense)	\$321.00 (Within 2 Year Period)	\$321.00 (Within 2 Year Period)

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Sell or Furnish Tobacco Product to Minor (Third Offense)	\$310.00 (Within 2 Year Period of Second Offense)	\$310.00 (Within 2 Year Period of Second Offense)
Sell or Furnish Tobacco Product to Minor	\$170.00	\$170.00
Sell or Give Intoxicating Liquors to Minors	\$130.00	\$130.00
Shooting at Persons or Property	\$570.00/Court Required	\$570.00/Court Required
Sign Classified as a Billboard	\$280.00	\$280.00
Sign Not a Permitted Accessory Use in Agriculture Zoning District	\$280.00	\$280.00
Simple Assault	\$570.00/Court Required	\$570.00/Court Required
Speed Contest Prohibited	\$570.00	\$570.00
Speeding 1-10 over Posted Speed Limit	\$130.00	\$100.00
Speeding from 11 to 16 over Posted Speed Limit	\$155.00	\$155.00
Speeding from 17 to 21 over Posted Speed Limit	\$201.00	\$201.00
Speeding 22 or More over the Speed Limit	\$270.00	\$270.00
Suppress/Conceal Evidence	\$270.00/Court Required	\$270.00/Court Required
Tampering With/Or Damaging Public Utilities	\$570.00/Court Required	\$570.00/Court Required
Texting While Driving a Commercial Motor Vehicle	\$270.00	\$270.00
Texting While Driving a Non-Commercial Motor Vehicle	\$270.00	\$270.00
Throwing Object at Moving Vehicle	\$270.00	\$270.00
Too Fast for Conditions	\$270.00	\$270.00
Transport Oversized Load W/o City Permit	\$570.00	\$570.00
Transport Manufactured Home W/o Permit	\$570.00	\$570.00
Transporting an Open Container	\$420.00	\$420.00
Transporting Loaded Firearm	\$320.00	\$320.00
Trespassing	\$270.00	\$270.00
Truck Driving Route Prohibited	\$130.00	\$130.00
Unattended Children Left in Vehicles	\$270.00	\$270.00
Unattended Motor Vehicle	\$130.00	\$130.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

COURT FINES AND BONDS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Unlawful Carry	\$270.00	\$270.00
Unlawful Crossing of Fire Hose	\$270.00	\$270.00
Unlawful Discharge of Firearm in City	\$270.00	\$270.00
Unlawful Discharge of Fireworks	\$130.00	\$130.00
Unlawful Fighting	\$130.00	\$130.00
Unlawful Nuisance	\$570.00	\$570.00
Unlawful Parking of Commercial Vehicle or Trailer in Residential District	\$270.00	\$270.00
Unlawful Play on Sidewalk, Street, Parking Lot	\$95.00	\$95.00
Unlawful Riding of a Vehicle Unlawful Riding	\$270.00	\$270.00
Unlawful to Drive Around Construction Barricade	\$270.00	\$270.00
Unlawful to Obstruct Sidewalks and Streets	\$270.00	\$270.00
Unsafe Passing	\$270.00	\$270.00
Using Hand-held Device While Driving a Commercial Motor Vehicle	\$120.00	\$120.00
Uttering a Forged Instrument	\$270.00	\$270.00
Vehicle Equipment Required	\$270.00	\$270.00
Violate Terms of Special Permit	\$270.00	\$270.00
Violation of D.L. Restriction	\$270.00	\$270.00
Violation of Hours of Sale/Low Point Beer	\$270.00	\$270.00
Violation of Open Burning Regulations	\$270.00	\$270.00
Violation of Restriction on Tinted Windshields	\$270.00	\$270.00
Violation of Zoning Ordinance	\$270.00	\$270.00
Windshield, Goggles, or Face Shield Required	\$270.00	\$270.00
Zoning Code Violation	\$270.00	\$270.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

FIRE DEPARTMENT FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Commercial Burn Permit	\$25.00	\$25.00
Non-Rural Fire Run	\$700.00 Per Vehicle, Per Hour	\$800.00 Per Vehicle, Per Hour
Rural Fire Run (no membership)	\$750.00 Per Vehicle, Per Hour	\$850.00 Per Vehicle, Per Hour
Fire Suppression for Vehicles, Grass or Wildland, Rubbish, Trash, or other	New	\$350 Per Vehicle, Per Hour
RURAL FIRE MEMBERSHIP DUES		
Rural Fire Membership Dues (Resolution No. 2012-19)		
Non-Commercial Land	\$250.00 Per Year	\$250.00 Per Year
Commercial Land	\$750.00 Per Year	\$750.00 Per Year
Service Fee for Those Who Pay on a Monthly Basis (Per Parcel)	\$1.67 Per Month	\$1.67 Per Month/Structure
FLOODPLAIN MANAGEMENT	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Notice of Intent Fee	\$25.00 (Maximum)	\$25.00 (Maximum)
Floodplain Development Permit Application Review	\$100.00	\$100.00
Floodplain Development Permit Fee	\$25.00	\$25.00
Floodplain Inspection Fee (per inspection)	\$25.00	\$25.00
INDUSTRIAL DISCHARGE PERMITS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Discharging Industrial Waste		
Inside City Limits: Initial 1-Year Permit	\$500.00	\$500.00
Annual Renewal Fee	\$250.00	\$250.00
Outside City Limits: Initial 1-Year Permit	\$750.00	\$750.00
Annual Renewal Fee	\$375.00	\$375.00
Industry Discharging Normal Domestic Waste		
Inside City Limits: Initial 1-Year Permit	\$500.00	\$500.00
Annual Renewal Fee	\$100.00	\$100.00
Outside City Limits: Initial 1-Year Permit	\$600.00	\$600.00
Annual Renewal Fee	\$150.00	\$150.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

INDUSTRIAL DISCHARGE PERMITS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Non-Residential Establishment Discharging		
Non-Classified Waste		
Inside City Limits: Initial 1-Year Permit	\$100.00	\$100.00
Annual Renewal Fee	\$50.00	\$50.00
Outside City Limits: Initial 1-Year Permit	\$150.00	\$150.00
Annual Renewal Fee	\$75.00	\$75.00
KIOSK SIGN RENTAL	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Metal Panel (any size)	\$185.00 (one-time fee)	\$200.00 (one-time fee)
Graphics, small panel	\$85.00 (one-time fee per graphics change)	\$100.00 (one-time fee per graphics change)
Graphics, large panel	\$135.00 (one-time fee per graphics change)	\$150.00 (one-time fee per graphics change)
Installation	\$120.00 (one-time fee per graphics change)	\$150.00 (one-time fee per graphics change)
Administrative Fee	\$100.00 (Annual Fee)	\$100.00 (Annual Fee)
LIBRARY FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Library Fines (Books)	\$.10 Per Day/Cumulative to \$2.00	\$0.10 Per Day/Cumulative to \$2.00
Library Fines (Videos/DVDs)	\$1.00 Per Day/Cumulative to \$5.00	\$1.00 Per Day/Cumulative to \$5.00
LOST BOOKS		
Old Paperbacks	Replacement Costs Plus \$5.00 Processing Fee	Replacement Costs Plus \$5.00 Processing Fee
New Paperbacks	Replacement Costs Plus \$5.00 Processing Fee	Replacement Costs Plus \$5.00 Processing Fee
Old Hardbacks	Replacement Costs Plus \$5.00 Processing Fee	Replacement Costs Plus \$5.00 Processing Fee
New Hardbacks	Replacement Costs Plus \$5.00 Processing Fee	Replacement Costs Plus \$5.00 Processing Fee

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

LICENSES AND PERMITS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Commercial Burn Permit	\$25.00	\$25.00
Contractors License (Electrical, Plumbing or Mechanical)	\$75.00 Per Year (each)	\$75.00 Per Year (each)
Fireworks Stand Permit	\$100.00 Per Year + \$20.00 Inspection Fee + \$30.00 Re-Inspection Fee	\$100.00 Per Year + \$20.00 Inspection Fee + \$30.00 Re- Inspection Fee
Fireworks Display Permit (non-commercial)	New	\$25.00 Inspection Fee + \$30.00 Re-Inspection Fee
Fireworks Display Permit (commercial)	New	\$50.00 Inspection Fee + \$75.00 Re-Inspection Fee
Itinerant Vendor License – Background check required except for mobile food vendors licensed by the Health Department	\$50.00 + Costs for Background Checks	\$75.00 + \$25 per added persons + \$43 cost of Background Checks
Work in City Right-of-Way	New	\$100 Base Fee + \$50 per inspection + \$50 per bore
Unauthorized Work in City Right-of-Way	New	\$200 base fee + \$100 per inspection + \$100 per bore
SPECIAL EVENT PERMITS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Special Event Application Fee	\$25.00	\$25.00
Police/Security (per hour, 3 hour minimum)	\$50.00	\$50.00
Road Closure	\$25.00	\$25.00
Public Works Laborer (per hour, 3 hour minimum)	\$25.00	\$25.00
Water Connection (each, plus water fee per day)	\$25.00	\$25.00
Water Fee (each connection, per day)	\$10.00	\$10.00
Type II or Type III Barricades (Each – Per Day)	\$1.50	\$1.50
Reflective Cones (Each – Per Day)	\$0.50	\$0.50
Delineator (Each – Per Day)	\$1.75	\$1.75
Special Event Itinerant Vendor's License – Each event up to 5 days	\$35.00	\$35.00
Itinerant Vendor's License – One Year – Background check required except for mobile food vendors licensed by the Health Department	\$75.00 + \$25 per added persons + \$43 cost of Background Checks	\$75.00 + \$25 per added persons + \$43 cost of Background Checks

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

ALCOHOL LICENSES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Brewer	\$1,250.00	\$1,250.00
Small Brewer	\$125.00	\$125.00
Distiller	\$3,125.00	\$3,125.00
Winemaker	\$625.00	\$625.00
Small Farm Winery	\$75.00	\$75.00
Rectifier	\$3,125.00	\$3,125.00
Wine, Beer and Spirits Wholesaler	\$3,000.00	\$3,000.00
Off Premises Retail Spirits (new)	\$1,005.00	\$1,005.00
Off Premises Retail Spirits (renewal)	\$905.00	\$905.00
Off Premises Retail Wine (new)	\$250.00	\$250.00
Off Premises Retail Wine (renewal)	\$225.00	\$225.00
Off Premises Retail Beer (new)	\$250.00	\$250.00
Off Premises Retail Beer (renewal)	\$225.00	\$225.00
On Premises Mixed Beverage (new)	\$1,005.00	\$1,005.00
On Premises Mixed Beverage (renewal)	\$905.00	\$905.00
On Premises Beer and Wine (new)	\$250.00	\$250.00
On Premises Beer and Wine (renewal)	\$250.00	\$225.00
Caterer	\$1,005.00	\$1,005.00
Special Events (Per Day)	\$55.00	\$55.00
Hotel Beverage	\$1,005.00	\$1,005.00
Game Room/Pool Hall: Application Fee	\$100.00	\$100.00
Certificate of Compliance fee for new alcohol license	\$35.00	\$35.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

PLANNING AND ZONING	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Annexations	\$500.00 + Certified Mail Fee, Advertising and Sign Fee	\$500.00 + Certified Mail Fee, Advertising and Sign Fee
Board of Adjustment Application	\$125.00 + Cost of Certified Mail Fee and Advertising Fee	\$125.00 + Cost of Certified Mail Fee and Advertising Fee
Certified Mailing Fee	Actual Mailing Cost for Each Property Owner Within a 300' Radius of Subject Property	Actual Mailing Cost for Each Property Owner Within a 300' Radius of Subject Property
Closure of Easement/Right-of-way	\$500 + Certified Mail Fee, and Advertising Fee	\$500 + Certified Mail Fee, and Advertising Fee
Development Review	New	\$100.00
Earth Change Permit: 0 - 4.99 Acres	\$50.00	\$50.00
Earth Change Permit: 5 - 19.99 Acres	\$75.00	\$75.00
Earth Change Permit: 20 + Acres	\$100.00	\$100.00
Lot Split	\$25.00	\$100.00
Subdivision Regulation Waiver	\$50.00	\$50.00
Planned Unit Development (PUD)	\$250.00 + Cost of Publication, Mailing Fee and Sign Fee	\$250.00 + Cost of Publication, Mailing Fee and Sign Fee
Plat Fees: Preliminary Plat	\$ 50.00 + \$1.00 Per Lot Over 10 Lots	\$ 300.00
Plat Fees: Final Plat	\$100.00 + \$1.00 Per Lot Over 10 Lots (No Maximum)	\$300.00
Plat Fees: Resubmittal of Final Plat	\$100.00	\$100.00
Vacation of Plat	\$500 + Certified Mail Fee, and Advertising and Sign Fee	\$500 + Certified Mail Fee, and Advertising and Sign Fee
Zoning: Residential, including duplexes	\$100.00 + Certified Mail Fee, Advertising and Sign Fee	\$150.00 + Certified Mail Fee, Advertising and Sign Fee
Zoning: Commercial and multifamily residential (3 or more units)	\$150.00 + Certified Mail Fee, Advertising and Sign Fee	\$250.00 + Certified Mail Fee, Advertising and Sign Fee
Zoning: Industrial	\$200.00 + Certified Mail Fee, Advertising and Sign Fee	\$350.00 + Certified Mail Fee, Advertising and Sign Fee
Zoning Waiver	\$50.00	\$50.00
Zoning or Flood Plain Letters	\$20.00	\$20.00
Unlawful Signs in Public Right-of-Way	\$25.00 Per Sign Fine	\$25.00 Per Sign Fine

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

PLANNING AND ZONING	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Non-Lighted Signs/Permanent Banners/A-Frame	\$50.00 (Includes All Inspections)	\$50.00 (Includes All Inspections)
Lighted Signs	\$100.00 (Includes All Inspections)	\$100.00 (Includes All Inspections)
Temporary Signs	\$25.00 (Includes All Inspections)	\$25.00 (Includes All Inspections)
WATER TAPS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Inside City Limits	\$1,000.00 + \$300.00 Water Meter Fee	\$1,000.00 + \$300.00 Water Meter Fee
Outside City Limits	\$2,700.00 + \$300.00 Water Meter Fee	\$2,700.00 + \$300.00 Water Meter Fee
Water Tap: Larger Than 3/4" Tap	Cost of Materials + 15%	Cost of Materials + 15%
SEWER TAPS	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Single Family Residential	\$1,350.00 per connection	\$1,400.00 per connection
Multifamily Residential	\$1,350.00 per connection plus \$100 per unit	\$1,400.00 per connection Plus \$100 per unit for shared service
Commercial/Industrial	\$1,350.00 per connection plus \$100.00 per unit	\$1,400.00 per connection plus \$100.00 per unit
MISCELLANEOUS FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Public Nuisance Cleaning/ Mowing (by City)	\$50.00 Per Hour/Per Man + \$100.00 Administration Fee (Minimum)	\$50.00 Per Hour/Per Man + \$100.00 Administration Fee (Minimum)
Public Nuisance Cleaning/ Mowing (by Contractor)	Actual Costs + \$100.00 Administrative Fee + 15%	Actual Costs + \$100.00 Administrative Fee + 15%
Public Nuisance Demolition	Actual Costs + \$100.00 Administrative Fee + 15%	Actual Costs + \$100.00 Administrative Fee + 15%
Fee for Release of Towed Public Nuisance Vehicle/Trailer/Etc.	\$50.00 Per Vehicle/Trailer/Etc.	\$50.00 Per Vehicle/Trailer/Etc.
Special Assessment Letter	\$20.00	\$25.00
Returned Check Fee	\$25.00	\$25.00
Fingerprint Fee	\$25.00	\$25.00
Notary Service	\$2.00	\$2.00
Passport Processing Fee	\$35.00	\$35.00
Passport Photos	\$15.00	\$15.00
IAFF and/or FOP Contract(s) Election Approval by Local Electorate	Cost(s) of Election + Funding of Cumulative Contract(s) Cost(s) to be Identified and Included on Monthly Utility Billing Statement with Amount to be Determined by the City Manager	

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

UTILITY RATES AND FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Rate Adjustment Policy	Rates will be adjusted by 3% + \$1.00 for sewer debt each year on July 1 unless otherwise adjusted by the Coweta City Council	Rates will be adjusted by 3% + \$1.00 for sewer debt each year on July 1 unless otherwise adjusted by the Coweta City Council
Water Rates	\$35.33 For First 1,000 Gallons	\$36.39 For First 1,000 Gallons
	\$3.39 Per 1,000 Gallons (1,000 to 4,000)	\$3.49 Per 1,000 Gallons (1,000 to 4,000)
	\$4.09 Per 1,000 Gallons (over 4,000)	\$4.21 Per 1,000 Gallons (over 4,000)
Sewer Rates	\$26.91 First 2,000 gallons	\$28.72 First 2,000 gallons
	\$1.79 Per 1,000 Gallons (over 2,000)	\$1.84 Per 1,000 Gallons (over 2,000)
Sewer Rates (Flat Fee For Non-Water Customers)	\$33.07 Per Month	\$35.29 Per Month
Sewer Rates (Flat Fee For Non-CPWA Sewer Collection and/or Treatment)	\$44.93 Per Month	\$47.95 Per Month
Sewer Rates (Flat Fee For Non-City Residents)	\$64.14 Per Month	\$68.45 Per Month
Sewer Rates (Commercial, non-CPWA water)	\$33.07 For First 1,000 Gallons	\$35.29 For First 1,000 Gallons
Sewer Rates (Commercial, non-CPWA water)	\$1.79 Per 1,000 Gallons (over 1,000)	\$1.84 Per 1,000 Gallons (over 1,000)
Sewer Relief Valve (pop-off)	\$40.00	\$40.00
Garbage Rates		
Residential (Once-A-Week Collection)	\$18.33 Per Month, each additional cart \$15.00/month	\$18.88 Per Month, each additional cart \$15.00/month
Backyard Service (Once-A-Week collection)	\$10.00 Per Month additional fee, each additional cart \$15.00/month	\$10.00 Per Month additional fee, each additional cart \$15.00/month
Additional Bags outside of cart	\$3.00 for Each Bag	\$3.00 for Each Bag
General Business (polycart)	Once/week - \$20.75 Per Month	Once/week - \$22.50 Per Month
General Business (polycart)	Twice/week - \$38.59 Per Month	Twice/week - \$41.68 Per Month
Commercial (Light)	\$41.36 Per Month	\$44.67 Per Month

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

UTILITY RATES AND FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
2-Yard Dumpster	Once/week - \$74.75 Per Month	Once/week - \$80.73 Per Month
2-Yard Dumpster	Twice/week - \$137.50 Per Month	Twice/week - \$148.50 Per Month
3-Yard Dumpster	Once/week - \$92.00 Per Month	Once/week - \$99.36 Per Month
3-Yard Dumpster	Twice/week - \$137.50 Per Month	Twice/week - \$148.50 Per Month
4-Yard Dumpster	Once/week - \$135.65 Per Month	Once/week - \$150.00 Per Month
4-Yard Dumpster	Twice/week - \$214.35 Per Month	Twice/week - \$231.50 Per Month
6-Yard Dumpster	Once/week - \$156.00 Per Month	Once/week - \$168.48 Per Month
6-Yard Dumpster	Twice/week - \$195.04 Per Month	Twice/week - \$210.64 Per Month
8-Yard Dumpster	Once/week - \$205.00 Per Month	Once/week - \$221.40 Per Month
8-Yard Dumpster	Twice/week - \$255.00 Per Month	Twice/week - \$275.40 Per Month
Extra pick-up for Dumpsters	\$60.00 each additional pick-up above twice/week, per dumpster	\$65.00 each additional pick-up above twice/week, per dumpster
Solid waste tax	\$0.52 Per Month	\$0.53 Per Month
Bulk Trash (Residential)	\$97.00 per 8 cubic yards or priced by the bulky item at \$30.75 (Direct Pay to American Waste Control)	\$97.00 per 8 cubic yards or priced by the bulky item at \$30.75 (Direct Pay to American Waste Control)
Ambulance – Run cost not covered by insurance is waived with membership	\$6.95 Per Month	\$7.16 Per Month
Water and Garbage Deposit	\$100.00	\$100.00
Ambulance Deposit (in City Limits/on Rural Water with no other City Services)	\$25.00	\$25.00
Utility Service Transfer Fee	\$25.00	\$25.00
After Hours Turn-On Fee	\$25.00	\$25.00

**CITY OF COWETA, OKLAHOMA
FY27 MASTER FEE SCHEDULE**

Effective 7/1/2026

UTILITY RATES AND FEES	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Default Payment Fee (If Not Paid by Cut-Off Date)	\$10.00	\$10.00
Disconnect Fee	\$25.00	\$25.00
Pulled Meter Fee (Unpaid Bill)	\$25.00	\$25.00
Pulled Meter Fee (Tampering with a Meter)	\$100.00	\$100.00
Sewer Disconnection Fee	\$250.00 + Permit and Fee + Inspection Fee	\$250.00 + Permit Fee + Inspection Fee
Sewer Pop-Off Valve Installation/Inspection	\$40.00	\$40.00
Replacement of Water Meter Box and/or Lid	Cost of Materials + 15%	Cost of Materials + 15%
Utility Account Re-Read Fee		
Utility re-read if reading was correct as initially read	\$5.00 Charge to Customer's Account	\$5.00 Charge to Customer's Account
Utility re-read if reading was incorrect as initially read	\$10.00 Credit to Customer's Account	\$10.00 Credit to Customer's Account
Obstructed Meter Charge		
First Offense	\$25.00	\$25.00
Second Offense	\$50.00	\$50.00
Third Offense	Disconnection of Water Service	Disconnection of Water Service
Other Utility Fees		
Unauthorized Bulk Water Usage	\$500.00 Minimum (if Actual Usage is Over, Water Rates Apply)	\$500.00 Minimum (if Actual Usage is Over, Water Rates Apply)
Penalty (If Utility Bill Not Paid by the Due Date)	10% of Entire Bill With a \$2.00 Minimum	10% of Entire Bill With a \$2.00 Minimum
STORMWATER MANAGEMENT FEE	FEE AS OF 7/1/2025	NEW FEE 7/1/2026
Residential, per account	New	\$1.50/month
Non-residential, per account	New	\$3.00 per ESU per month (\$5 min per month) 1 ESU (Equivalent Surface Unit) = 2,650 square feet of impervious surface



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

Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **RESOLUTION 2026-22 REGARDING BUDGET AMENDMENTS**

Date: June 1, 2026

BACKGROUND

Under the terms of a security agreement between the City and the Coweta Public Works Authority related to the 2016 Revenue Bond, the City must transfer Sales Tax to PWA. The Trust Authority then transfers the funds back to General Fund, provided that there is sufficient debt coverage to meet the requirements of the bond indenture.

Due to sales tax revenue projections being higher than originally budgeted, supplemental appropriations are needed to cover the additional transfers required to satisfy the terms of the security agreement.

The appropriations needed are detailed in the attached resolution.

STAFF RECOMMENDATION

Staff recommends approval of supplemental appropriations per Resolution 2026-22.

ATTACHMENTS

1. Supplementals Reso 2026-22-PWA

**COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA
RESOLUTION 2026-22**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA; ADOPTING AMENDMENTS TO THE ANNUAL APPROPRIATIONS FOR THE BUDGET OF THE COWETA PUBLIC WORKS AUTHORITY FOR FISCAL YEAR ENDING JUNE 30, 2026; APPROPRIATING \$600,000 FOR TRANSFERS TO THE CITY OF COWETA, FUNDED BY \$600,000 IN TRANSFERS FROM THE CITY OF COWETA AS A SECURITY PLEDGE FOR THE INDEBTEDNESS OF THE COWETA PUBLIC WORKS AUTHORITY.

WHEREAS, the Coweta Public Works Authority has expenses for which the budget for fiscal year 2023-2024 exceeds available resources; and

WHEREAS, 62 O.S. Section 310.5 provides that all fund balances reserved for unencumbered appropriations for the prior fiscal year on hand at the close of day September 30, may be appropriated by supplemental appropriation for the current fiscal year; and

WHEREAS, the Coweta Public Works Authority desires to make supplemental appropriations for revenue sources and expenditures not appropriated in the budget.

NOW THEREFORE BE IT RESOLVED by the Trustees for the Coweta Public Works Authority for Coweta, Oklahoma, that the following supplemental appropriations be made:

ACCOUNT #	DESCRIPTION	AMOUNT	REASON FOR EXPENDITURE	FUNDING SOURCE	REVENUE AMOUNT	REVENUE ACCOUNT
04-5511.037	Transfer Out - GF	600,000	Sales Tax Pledge Transfers	Sales Tax	600,000	04.04.03.05
Total Utility Services Fund		<u>\$600,000</u>			<u>\$600,000</u>	

ADOPTED BY THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY ON THIS 1st DAY OF JUNE 2026.

Naomi Hogue, Chair

Approved as to form:

Patrick Boulden, Trust Attorney

ATTEST:

Marcy Kilgore, Secretary



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www.cityofcoweta-ok.gov

Memorandum

To: Honorable PWA Chairman and Trustees

From: McKay Hale, Assistant City Manager

Re: **RESOLUTION 2026-24 REGARDING BUDGET AMENDMENTS**

Date: June 1, 2026

BACKGROUND

There is need to appropriate \$2,128.47 in the Ambulance Fund from unencumbered fund balance to 08-5310.060 for asset repairs for the Fire Department, and need to appropriate \$3,664.03 in the Ambulance Fund for the receipt of Insurance Claim Proceeds to 08-04.03.48.

Routine insurance claims resulted in the receipt of insurance proceeds related to repair costs. In accordance with 11 O.S. § 17-216 of Oklahoma Municipal Budget Act, all related repair estimates and insurance revenue must be approved prior to any budget amendment to ensure compliance with Oklahoma municipal budget law and applicable U.S. GAAP and GASB standards.

STAFF RECOMMENDATION

Staff recommends the adoption of Resolution 2026-24

ATTACHMENTS

1. 260601-Supplementals Reso 2026-24-PWA

**COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA
RESOLUTION 2026-24**

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA; ADOPTING AMENDMENTS TO THE ANNUAL APPROPRIATIONS FOR THE BUDGET OF THE COWETA PUBLIC WORKS AUTHORITY FOR FISCAL YEAR ENDING JUNE 30, 2026; APPROPRIATING \$2,128 IN THE AMBULANCE FUND FROM UNENCUMBERED FUND BALANCE FOR THE PURCHASE OF REPAIR SERVICES FOR THE FIRE DEPARTMENT, AND APPROPRIATING \$3,664 IN THE AMBULANCE FUND FOR THE RECEIPT OF INSURANCE CLAIM PROCEEDS.

WHEREAS, the Coweta Public Works Authority has expenses for which the budget for fiscal year 2023-2024 exceeds available resources; and

WHEREAS, 62 O.S. Section 310.5 provides that all fund balances reserved for unencumbered appropriations for the prior fiscal year on hand at the close of day September 30, may be appropriated by supplemental appropriation for the current fiscal year; and

WHEREAS, the Coweta Public Works Authority desires to make supplemental appropriations for revenue sources and expenditures not appropriated in the budget.

NOW THEREFORE BE IT RESOLVED by the Trustees for the Coweta Public Works Authority for Coweta, Oklahoma, that the following supplemental appropriations be made:

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>REASON FOR EXPENDITURE</u>	<u>FUNDING SOURCE</u>	<u>FUND BALANCE AMOUNT</u>	<u>REVENUE AMOUNT</u>	<u>REVENUE ACCOUNT</u>
08-5310.060	Maintenance-Vehicles & Equip	\$ 2,128	Repairs to EMS 4	Fund Balance	\$ 2,128	\$ -	
				Insurance Reimbursement		3,664	08-04.03.48
Total Ambulance Fund		<u><u>\$ 2,128</u></u>			<u><u>\$ 2,128</u></u>	<u><u>\$ 3,664</u></u>	

ADOPTED BY THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY ON THIS 1st DAY OF JUNE 2026.

Approved as to form:

Naomi Hogue, Chair

Patrick Boulden, Trust Attorney

ATTEST:

Marcy Kilgore, Secretary



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Memorandum

To: Honorable PWA Chairman and Trustees

From: McKay Hale, Assistant City Manager

Re: **FY26 AUDIT PROPOSAL**

Date: June 1, 2026

BACKGROUND

Title 11, Section 17-105 of the Oklahoma State Statutes requires a full and complete annual audit of the City's financial statements to be conducted by an independent auditor. The objective of the audit is for the auditor to express an opinion on whether the City's financial statements are fairly presented and whether they conform to generally accepted accounting principles and standards. During the audit, the auditor will examine items such as customer accounts, revenues received, cash disbursements, check reconciliations, debt reconciliations, pledged collateral, general ledger entries, and capital asset inventory.

Attached for your review is a proposal from Hinkle & Company, PC to conduct the annual Financial and Compliance Audit for the Fiscal Year Ending June 30, 2026. The fee for the audit service is \$29,000, plus an additional \$5,500 for a Single Audit. A Single Audit will be required if we expend over \$1,000,000 in federal funding during fiscal year 2026, but this is not anticipated. The cost of the audit is split between the City and the Public Works Authority.

STAFF RECOMMENDATION

Staff recommends a motion to accept the proposal from Hinkle & Company, PC to provide auditing services for the fiscal year ending June 30, 2026, in the amount of \$34,500, with half being paid by the Coweta Public Works Authority.

ATTACHMENTS

1. City of Coweta - PDF
2. Hinkle & Company Proposal



May 15, 2026

City of Coweta
P.O. Box 850
Coweta, Oklahoma 74429

You have requested that we audit the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Coweta (the City), as of June 30, 2026 and for the year then ended and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In addition, we will audit the entity's compliance over major federal award programs for the period ended June 30, 2026. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the entity's major federal award programs.

Accounting principles generally accepted in the United States of America require that supplementary information (RSI), such as management's discussion and analysis (MD&A), budgetary comparison schedule and notes for the General Fund, schedules of the City's proportionate share of the net pension liability and the City's contributions, be presented to supplement the City of Coweta basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board* who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by accounting principles generally accepted in the United States of America. This RSI will be subjected to certain limited procedures but will not be audited:

- Management's Discussions and Analysis
- Budgetary Comparison Schedules - General Fund
- Notes to Budgetary Comparison Schedule
- Schedule of the City's proportionate share of the net pension liability
- Schedule of the City's contributions

Supplementary information other than RSI will accompany the City of Coweta basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling supplementary information to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on the following information in relation to the financial statements as a whole:

- Combining Statements – Nonmajor governmental funds
- Budgetary Comparison Schedule – Major Governmental Funds (Capital Improvement Fund)
- Fiscal Year 2025 Operating Report

Schedule of Expenditures of Federal Awards

We will subject the schedule of expenditures of federal awards to the auditing procedures applied in our audit of the basic financial statements and certain additional procedures, including comparing and reconciling the schedule to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and additional procedures in accordance with auditing standards generally accepted in the United States of America. We intend to provide an opinion on whether the schedule of expenditures of federal awards is presented fairly in all material respects in relation to the financial statements as a whole.

Data Collection Form

Prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.



Audit of the Financial Statements

We will conduct our audits in accordance GAAS, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and, if applicable, in accordance with any state or regulatory audit requirements. As part of an audit of financial statements in accordance with GAAS and, in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements or noncompliance may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards* of the Comptroller General of the United States of America and, if applicable, in accordance with any state or regulatory audit requirements. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.



Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the City's basic financial statements. Our report will be addressed to the board of directors of the City. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditor's report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

Audit of Major Program Compliance

Our audit of the City's major federal award program(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; and the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with the Uniform Guidance and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the entity's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the entity's compliance with the requirements of the federal programs as a whole.



As part of a compliance audit in accordance with GAAS *and*, if applicable, in accordance with *Government Auditing Standards*, and/or any state or regulatory audit requirements, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the entity's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the entity's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the entity's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management Responsibilities

Our audit will be conducted on the basis that management and, when appropriate, those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the Uniform Guidance;



6. For designing, implementing, and maintaining effective internal control over federal awards that provides reasonable assurance that the entity is managing federal awards in compliance with federal statutes, regulations, and the terms and conditions of the federal awards;
7. For identifying and ensuring that the entity complies with federal laws, statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs, and implementing systems designed to achieve compliance with applicable federal statutes, regulations, and the terms and conditions of federal award programs;
8. For disclosing accurately, currently, and completely the financial results of each federal award in accordance with the requirements of the award;
9. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
10. For taking prompt action when instances of noncompliance are identified;
11. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
12. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
13. For submitting the reporting package and data collection form to the appropriate parties;
14. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
15. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements including the disclosures, and relevant to federal award programs, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit;
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence;
16. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
17. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
18. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
19. For informing us of any known or suspected fraud affecting the entity involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;



20. For the accuracy and completeness of all information provided;
21. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information; and
22. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter.

With regard to the schedule of expenditures of federal awards referred to above, you acknowledge and understand your responsibility (a) for the preparation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance, (b) to provide us with the appropriate written representations regarding the schedule of expenditures of federal awards, (c) to include our report on the schedule of expenditures of federal awards in any document that contains the schedule of expenditures of federal awards and that indicates that we have reported on such schedule, and (d) to present the schedule of expenditures of federal awards with the audited financial statements, or if the schedule will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the schedule of expenditures of federal awards no later than the date of issuance by you of the schedule and our report thereon.

As part of our audit process, we will request from management and, when appropriate, those charged with governance, written confirmation concerning representations made to us in connection with the audit.

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

Fees and Timing

Kirk Vanderslice is the engagement partner for the audit services specified in this letter. His responsibilities include supervising the auditing services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report. *We will work with your staff to schedule the audit to meet the City's needs.*

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Invoices will be rendered every two weeks and are payable upon presentation. We estimate that our fee for the audit will be \$29,000 and an additional \$5,500 for the single audit if applicable. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever possible, we will attempt to use the City's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.



Other Matters

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

The audit documentation for this engagement is the property of Hinkle & Company, PC and constitutes confidential information. However, we may be requested to make certain audit documentation available to state and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Hinkle & Company, PC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies. We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature.

With respect to any nonattest services we perform, the City's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

We agree to retain our audit documentation or work papers for a period of at least five years from the date of our report.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditor's report to the date the financial statements are issued.

At the conclusion of our audit engagement, we will communicate to the Mayor and Audit Committee, the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;



- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the financial statement's compliance over major federal award programs including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Hill & Company, PC

This letter correctly sets forth our understanding of the City of Coweta.

Mayor Naomi Hogue
City of Coweta

Date



Report on the Firm's System of Quality Control

To the Partners of Hinkle & Company, PC and
the Peer Review Committee of the Oklahoma Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Hinkle & Company, PC (the "firm") in effect for the year ended September 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants ("Standards").

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

To the Partners of Hinkle & Company, PC and
the Peer Review Committee of the Oklahoma Society of CPAs
Page -2-

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Hinkle & Company, PC in effect for the year ended September 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Hinkle & Company, PC has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Finley & Cook, PLLC". The signature is written in a cursive, flowing style.

Shawnee, Oklahoma
August 30, 2023

City of Coweta, Oklahoma
Proposal for Audit Services
Year Ended June 30, 2025

Hinkle & Company, PC

5028 E. 101st Street
Tulsa, OK 74137
(918) 492-3388
www.hinklecpas.com

Kirk Vanderslice
Audit Partner
kirk@hinklecpas.com

May 19, 2025



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May 19, 2025

City of Coweta
PO Box 850
Coweta, OK 74429-0850

Re: City of Coweta – RFP

We are pleased to respond to the City of Coweta (The City). Request for Proposal for External Audit Services for the fiscal year ending June 30, 2025, with the option to provide audit services for the subsequent two years, as outlined in the Request for Proposal. We believe Hinkle & Company, PC, is the best qualified Firm to perform the City's professional auditing services since we focus and specialize in providing governmental audit services throughout Oklahoma.

We strive to be helpful to our clients throughout the audit process. That means we offer comments and suggestions throughout the engagement where the City can improve their procedures. We work within your staff's daily work to not overwhelm them. Our workpapers are electronic and we set up a secure portal that allows you to upload Prepared by Client (PBC) files as you complete them. Typically, we can complete approximately 80% of the audit remotely. This will lessen the burden on you and your staff.

Hinkle & Company, PC is a regional Public Accounting Firm with offices located in Tulsa, Oklahoma and in Englewood, Colorado. Both offices specialize in audits of local governmental industry, we can provide efficient services and timely notification of technical issues. Our audit team includes partners, managers and professional staff that are experienced, competent, dependable, flexible, and easy to work with. Our team is sensitive to the fact that during the audit process, the City's daily operations must continue with as little interruption as possible.

Hinkle & Company, PC strives to provide services to our clients to meet their goals and exceed their expectations. Ultimately, the key to our success is our people and their willing commitment to partner with our clients to help them succeed. As a regional and local Firm, the City will receive the same personal service as if we were your next-door neighbor. You will find this presentation has a simple purpose – to share the values and qualifications of our Firm and to reinforce the values and benefits our Firm can provide to the City leadership teams.

We have outlined in detail our approach to your audit, along with the anticipated time in each segment. We believe there are four (4) hallmarks that make us stand out:

- More experienced professionals on site during the audit.
- A commitment to clear and timely communication throughout the entire audit process.
- Professionalism – we will treat your staff with the respect they deserve.
- A high-quality audit and lower costs than the national firms.

We fully understand the work to be performed as described in the Request for Proposal and have included our specific approach to providing financial auditing services in our proposal. We are available and committed to meeting the time requirements and deadlines as outlined in the Request for Proposal.

This proposal and presented fees represent a firm and irrevocable offer for 90 days after submittal deadline date and the periods covered as described in Request for Proposal. We commit to performing the work within the time frames as outlined by the City.

The representative for Hinkle & Company, PC, is Kirk Vanderslice. He is authorized to submit this proposal as well as sign a contract with the City of Coweta. Kirk can be reached by telephone at (918) 492-3388 and by email at Kirk@HinkleCPAs.com.

Thank you for considering Hinkle & Company, PC as the external auditors for the City of Coweta. Please let us know if we can provide further information or answer any questions.

Yours truly,
Hinkle & Company, PC



Kirk Vanderslice, CPA, Partner



Part I: Introduction & Scope of Work

Hinkle & Company, PC submits this proposal to perform the following audits for City of Coweta (the City) for the fiscal year June 30, 2025, and for the year then ended and for each of the two (2) following fiscal years.

Hinkle & Company, PC will perform a general-purpose financial audit in accordance with GAAP.

Hinkle & Company, PC will perform other services including, but not limited to, financial audits for the City.

Hinkle & Company, PC represents that it has read and agrees to the general information and provisions as it relates to the services being proposed.

Part II: Terms and Conditions

Hinkle & Company, PC represents that it has read and agrees to the terms and conditions of this RFP as it relates to the services being proposed. Hinkle & Company, PC also represents that the proposal submitted from us will remain in effect for a period of ninety (90) days after the closing date.

Commitment to Governmental Auditing

Hinkle & Company, PC is committed to Governmental Auditing. We provide services to more Oklahoma Colleges and Universities, Government Authorities, and Cities than most other CPA firms.

Involvement/Contact with Oversight Agencies

Hinkle & Company, PC has a rich history of involvement with GASB and FASB representatives, Office of Inspector General (OIG), Internal Revenue Service, Department of Education review teams in Dallas, Chicago & Seattle, on behalf of clients. We are active members of the AICPA - GAQC and participate in regular webinars which provide updates on standards by GASB & Uniform Guidance.

Part II: Terms and Conditions (Continued)

Independence of Principals & Training Opportunities

Hinkle & Company, PC acknowledges there are no known conflicts of interest and affirms it is independent of the City of Coweta. We will also provide your staff with regular updates on professional standards through our other sources as changes occur. We will provide your accounting department with access to our CCH accounting research database.

Peer Review

Our most recent peer review report is an unqualified report and is attached hereto as Exhibit 2. We have also had Quality Control Reviews (QCRs) by the U.S. Department of Education (ED) Office of Inspector General (OIG), also referred to as ED-OIG, covering both for-profit post-secondary schools subject to the SFA Audit Guide and non-profit college and universities subject to OMB Circular A-133. Both QCRs found no reporting or performance issues. Every quality review Hinkle & Company, PC has been associated with has reflected only the highest standard of audit excellence.

CPE Requirements

Each of our CPAs obtains on average 50 - 60 hours of annual continuing professional education. This is up to 50% more than Oklahoma state law requires. Included in those hours are the required hours of Government Auditing Standards education required by Uniform Guidance. Finally, our entire audit supervisory team has attended a continuing professional education program taught by the U.S. Department of Education specifically for CPAs auditing federal student financial aid programs under the student financial aid Audit Guide and the Uniform Guidance.

Cost Accounting

Hinkle & Company, PC has experience and knowledge of the Cost Accounting Standards and Disclosure Statements through the services we have provided to our clients. This is evidenced by the services we have provided to Oklahoma colleges and universities with assistance in the preparation of their indirect cost percentage.

Part II: Terms and Conditions (Continued)

Breadth of Knowledge – Uniform Guidance

Hinkle & Company, PC possess a wide range of knowledge and experience in Uniform Guidance compliance audits, should the City have the need in the future years. Personnel assigned to the engagement have met or exceeded the CPE requirements for Uniform Guidance audits and have been an in-charge on similar City engagements.

Investigative Actions

Hinkle & Company, PC does not have any investigations or actions against our firm or against any individual employed by our firm by any law enforcement or regulatory agency in the past 10 years.

Proposed Fee

Hinkle & Company, PC fees proposed for the audit are disclosed in Exhibit 3.

Completion of Audits

Hinkle & Company, PC acknowledges that it will complete the audit pursuant to the timelines as it relates to the audit of this RFP.

Equal Employment Opportunity Requirement

Hinkle & Company, PC complies with Equal Employment Opportunity requirements as stipulated in Executive Order 11246 and Executive Order 11375 and all subsequent amendments thereto and superseding orders.

Compliance with Taxes, Licenses and Permits

Hinkle & Company, PC acknowledges that it will comply with all laws, regulations on taxes, licenses and permits as it relates to the RFP.

Client References

Hinkle & Company, PC provides our client references and is located at Exhibit 1.

Part III: Objectives and Requirements – General Purpose Financial Audits

Objectives

This section is our understanding and response to the objective and requirements set forth in the request for proposal. We list our understanding of your needs and our commitment to meeting those needs. We have also provided information relevant to this RFP, about Hinkle & Company, PC and specifically addressing why we are the best qualified firm to be selected as the external auditor to satisfy the City's objectives; because of the general-purpose financial audit.

- To determine that management assertions regarding economic actions and events embodied in the financial statements are verifiable, properly classified and disclosed.
- To determine the extent to which management assertions conform to established criteria, standards, rules, regulations, and statutes of the State of Oklahoma.
- To communicate to the City the auditor's conclusions, called an auditor's report or opinion, as to the fairness with which the City's financial statements present Net Positions as of June 30 and the Revenues, Expenses, and Changes in Net Positions and the Statement of Cash Flows for the years then ended in conformity with generally accepted accounting principles (GAAP).
- To communicate to the City the auditor's conclusions, called a management letter, regarding any existing weaknesses in accounting, fiscal procedures, or internal control, and any other matters that may come to their attention, together with any recommendations for corrections or improvements.

Hinkle & Company, PC understands that Appropriate Institutional Officials will prepare a draft of the financial statements for the City of Coweta, including footnotes and other appropriate supporting documentation, in accordance with GAAP as of June 30 and for the year then ended for each of the fiscal years covered by this proposal.

Hinkle & Company, PC will provide, at least three weeks prior to the beginning of the interim and year-end audit field work, to the Vice President for Business Affairs their requirements and schedule an entry interview. Hinkle & Company, PC understands that the City will make available all required facilities and staff as possible or feasible to assist with the audit engagement as appropriate and necessary so long as the independence and integrity of the auditing firm is in no way compromised. Hinkle & Company, PC will provide the estimated number of field hours anticipated with this proposal and will furnish the actual number of field hours at the completion of the audit.

Part III: Objectives and Requirements – General Purpose Financial Audits (Continued)

Requirements

Hinkle & Company, PC shall perform the financial audits in accordance with generally accepted auditing standards (GAAS) as of June 30 and for the years then ended for the City. We shall determine whether the financial statements of the City present fairly the Net Position as of June 30 and the Revenues, Expenses, and Changes in Net Positions and Cash Flows for the years then ended in conformity with generally accepted accounting principles (GAAP). The financial audits shall include all accounts of the City.

Our auditor's report or opinion will address the fairness with which the City's financial statements present fairly its Net Position as of June 30 and the Revenues, Expenses, and Changes in Position and Cash Flows for the year then ended in conformity with generally accepted accounting principles (GAAP). Additionally, our auditor's report or opinion will indicate that supplemental information, if any, is included as a part of the basic financial statements, and that it is fairly stated in all material respects in relation to the basic financial statements.

The audited financial statements will consist of net position as of June 30 and the related statements of revenue and expenses, and changes in net position and the statements of cash flows (direct method) for the year then ended, and other statements as may be required for conformity with GAAP. For financial reporting purposes, the City is considered a special-purpose government engaged only in business-type activities as defined in GASB 34/35. Our audit report will include the MD&A and note the City is required to include/provide the Management Discussion and Analysis.

Hinkle & Company, PC will provide a management letter identifying any existing weaknesses in accounting, fiscal procedures, or internal control, and any other matters that may come to our attention, together with any recommendations for corrections or improvements.

Hinkle & Company, PC will provide the requested number of copies of the audit report and management letter as well as an electronic version, in PDF format, of the audited financial statements.

Hinkle & Company, PC will meet weekly with appropriate institutional management and the Vice President for Business Affairs or his designee to review the status of the audits.

Part III: Objectives and Requirements – General Purpose Financial Audits (Continued)

At the conclusion of the audit fieldwork, we will conduct an exit interview that will be scheduled with the Vice President for Business Affairs and related parties to assure that all parties to the audit are aware of any findings prior to the printing of reports.

At the conclusion of the audit, we will meet with the Audit Committee of the City Council, the City's Mayor, and chosen administrative representatives to review the audit reports, the management letters or other comments or suggestions, and any other findings. We will also report findings of material weaknesses, qualifications of the auditor's reports, defalcations, or report lack of such findings, and we shall communicate them in writing to the City, the State Auditor and Inspector, and the Office of State Finance. These written communications shall include any responses or other comments, which the Mayor has included.

To enhance the effectiveness of the City's accounting staff, Hinkle & Company, PC shall also; 1) provide current information on prevailing industry practices through mailings of technical material and other publications as appropriate; 2) invite members of the accounting staff to participate in the firm's professional development seminars, and 3) provide any other assistance that would further train and develop the institutional accounting staff.

Hinkle & Company, PC will provide separate fees for additional optional services to address any areas of special emphasis as defined by the City. We understand the terms and conditions of this requested service and our fees shall be included in the attached fee schedule.

Part III: Objectives and Requirements – General Purpose Financial Audits (Continued)

Hinkle & Company, PC will retain all workpapers and reports for a period of three (3) years from the date of the auditors' report, unless notified otherwise in writing by the City. The work papers shall be made available upon request to the City following completion of the audit.

Specific Engagement Approach

Electronic Audit Environment

Hinkle & Company, PC uses the most advanced audit technology available. This includes a fully electronic audit environment. We use CCH ProSystemfx Engagement software for our trial balance/financial statement reporting as well as our file structure functions. We use the Knowledge Coach software for our audit programs and documenting our audit plan. Both software programs are supported by Wolters Kluwer, and CCH. In the near future we will be incorporating the TeamMate Data Analytics software which will take our auditing approach to the next level.

We will structure our audit process such that we will provide you with a list of schedules and documents that we would like to have during the audit. We then provide encrypted access to Axxess Portal and permit you to deposit schedules and support documentation as you prepare them.

We will perform basic procedures in our office, including the selection of samples and individual transactions to audit. This provides you with many opportunities to accumulate the supporting documentation before we arrive in your offices. This increases audit efficiency and decreases the interruptions in your workload.

Specific Engagement Approach (Continued)

Pre-Engagement Planning

We plan to start our audit by first meeting with each of the City's personnel in June to discuss any concerns management may have for which we would tailor our audit procedures. At this meeting, we plan to accomplish the following:

- Finalize the calendar with respect to the timing of fieldwork, to best fit your staff and their schedules.
- Discuss the various sources of City information we will utilize during the audit, including schedules that the City staff prepare in their normal duties as well as any additional schedules and details that could easily be prepared to assist in our audit process. This information may include:
 - Copies of the City's organizational chart, chart of accounts, various account reconciliations, roll-forward schedules, and any other information available to support account balances.
 - Bond and certification of participation documentation and schedules.
 - Pension plan documentation and reports.
 - Access to original source documents, such as invoices, cash receipts, sales tax reports/filings and bank statements.

We expect to provide the City with a detailed list of all schedules and other items that the City staff will prepare for our use during the audit, commonly referred to as information prepared by clients (PBCs).

- Discuss other information we will gather during the audit process such as our understanding of the accounting systems and processes.
- Discuss both the implementation of new accounting pronouncements that will be effective during the year under audit, as well as how the City is progressing through the actual implementation.
- Discuss any changes in personnel, operations, or policy matters that might affect the financial reporting or audit process. Items that might arise in this meeting include new bond issues during the year, construction in progress, changes in software, changes to federal award programs and similar topics.
- Discuss the City's federal awards, if any, for the current year and whether any significant changes have occurred from the prior year to determine major federal awards that will be subject to testing during the audit. We will invite the City's input as to whether management has any concerns regarding specific federal awards, (i.e., CARES ACT) and adjust our testing to include your input in our determination of which Type A and Type B awards will be tested as major programs, if any.

Specific Engagement Approach (Continued)

Pre-Engagement Planning (Continued)

Kirk Vanderslice will conduct the Pre-Engagement Planning meeting. At the conclusion of these meetings, the City will know the specific dates for interim and final fieldwork, the dates we will conduct an exit conference for both our interim and final fieldwork, the date we expect to provide a financial statement draft and the date we anticipate to issue our opinions, as well as the audit schedules City staff will be expected to produce.

Engagement Planning

During our engagement planning segment of the audit, we will obtain year end trial balances and the PBCs as agreed upon during the Pre-Engagement Planning meeting. We would like to receive as much of this information electronically as possible. We work in an electronic audit environment where all our audit workpapers and audit programs are electronic and digitally stored. We will build our audit file with the trial balance and audit schedules obtained from the City during this time.

We will then make our audit selections in as many audit areas as possible and accumulate questions regarding the schedules provided to us. We will communicate these selections and questions electronically before our final fieldwork begins so that you can adequately plan for our final fieldwork.

Engagement planning will be conducted in our offices, and we expect this process to occur during early August, or as soon as trial balances and audit schedules are available to us.

At the conclusion of this segment, you will know the testing samples we intend to examine so staff can pull the appropriate documentation. The City will also know the major questions we have regarding audit schedules and fluctuation analysis so that you can research the answers. We will also communicate to you any additional information we will need to complete our audit procedures.

Final Fieldwork

During final fieldwork, we will examine supporting documentation on the testing items we selected in the previous segment and obtain answers to our questions. We will address any further audit items that may arise during this segment, so that when final fieldwork ends, our audit procedures are finished, and our audit file will be complete.

Specific Engagement Approach (Continued)

Final Fieldwork (Continued)

The Firm's management team will conduct their review of audit documentation in the City's offices during final fieldwork, so that any issues that arise can be easily communicated and quickly resolved. One of the most common complaints we hear from new clients is the gap in time between final fieldwork and final audit review and the resulting communication issues and surprises by the client. We strive to increase communication during fieldwork and eliminate surprises by completing our primary workpaper review during final fieldwork.

Because our primary workpaper review is completed during final fieldwork, we will be able to prepare draft financial statements at the conclusion of the final fieldwork. Also, during this time, we will have an exit conference with City management that will include a discussion of our audit process, the results of our audit work and summaries of any management comments (including significant deficiencies, material weaknesses, or issues of non-compliance for federal awards).

GASB Pronouncements

We will assist you in the implementation of any new GASB pronouncements. As previously mentioned, the Firm intends to be an additional resource for the City and its accounting personnel.

Audit Presentation

We will attend meetings requested by the City to present the final Audit Reports to the Audit Committee and/or the City Council. We will meet as needed with any of the City staff prior to the City Council meeting to outline our presentation. You will know exactly what we intend to present to the City Council prior to the actual presentation.

Engagement Team

We have selected an audit team that we believe will be effective and efficient for the audit. The detailed assignment of our staffing plan is below. We have included summarized biographies of significant Firm members later in this proposal.

Jim Hinkle – Managing Partner

Jim is our Managing Partner and will oversee the engagement to ensure you receive the highest level of service from both a quality and personalized service perspective. Jim has over 35 years of experience working with governmental entities under GASB accounting standards.

Kirk Vanderslice – Audit Partner

Kirk is our Tulsa practice Audit Partner. Mr. Vanderslice has been deeply involved in several audits of Colleges and Universities, including the Regional University System of Oklahoma and Oklahoma A & M schools, INCOG, and other governmental entities. Kirk has over 20 years of experience working with governmental entities under GASB accounting standards. He will be responsible for the audit engagement.

Ron Johnson – Audit Senior

Ron has been with Hinkle & Company, PC since 2018. During this tenure, Ron has worked on audits of governmental entities including City of Claremore, INCOG, and Town of Slick. Ron has attended specific government training at this year's OSCP's Governmental Conference to keep up to date with governmental standards for many years.

Engagement Team (Continued)

James D. Hinkle, CPA/ABV, CVA, CMAP, MAFF, CFF
Managing Partner

(T) (918) 492-3388
(F) (918) 492-4443

jim@hinklecpas.com



Engagement Responsibility: Jim will be the Engagement Partner and have responsibility for communication with management and the primary reviewer of all audit work.

Education: B.S. Accounting and Business Administration, Kansas University, Lawrence, Kansas.

Current Responsibilities: Managing Partner in the public accounting Firm of Hinkle & Company, PC.

Other Related Training/Education: Certified Public Accountant in the States of Oklahoma, Colorado, California, Arkansas, Kansas, and Missouri. Member of the American Institute of CPAs and the Oklahoma Society of CPAs and the Colorado Society of CPAs.

Professional Experience: Jim has over 35 years of experience with national public accounting firms and Hinkle & Company, PC.

Jim spent 13 years with Baird, Kurtz & Dobson in Kansas City and Tulsa. During this time, he was one of two members who taught Single Audits in internal CPE classes. For two years, Jim left public accounting and managed a \$20 million sales organization who was a previous BKD client.

In 1997, Mr. Hinkle began Hinkle & Company, PC and built a full-service CPA Firm that provides audits, income tax and bookkeeping services to clients throughout the Midwest. Hinkle & Company, PC is a regional Firm with offices in Tulsa, Oklahoma and Englewood, Colorado.

Engagement Team (Continued)

Kirk Vanderslice, CPA **Partner and Accounting and Audit Director**

(T) (918) 492-3388
(F) (918) 492-4443

kirk@hinklecpas.com



Kirk joined Hinkle & Company, PC in September 2017 as Partner and Accounting & Audit Director of the Tulsa office. He brings to your organization:

- A wide range and in-depth experience in supervising and performing non-profit, commercial, governmental, and service organizations audits, reviews, and compilations.
- A member of the American Institute of Certified Public Accountants and Oklahoma Society of Certified Public Accountants.
- Up to date experience with Government Auditing Standards and the Uniform Guidance.
- Experience with staying apprised and up to date on new accounting standards from the FASB.

After spending 18 years working with another local CPA firm, Kirk is proud to have joined Hinkle & Company, PC. Kirk is a local Tulsan, graduating from Jenks High School. He received his Accounting degree from the University of Kansas. Kirk is active in the community and currently serves as the Treasurer of Fab Lab Tulsa.

Engagement Team (Continued)

Ron Johnson
Audit In-Charge

ron@hinklecpas.com

(T) (918) 492-3388

(F) (918) 492-4443



Ron graduated from Northeastern State University in 1999 with a BA in Marketing. He then completed his MBA from Southern Nazarene University in 2007. He has over 10 years' experience in accounting performing audits for multiple industries.

Ron is the in-charge auditor for many of our non-profits and governmental entities including municipalities and universities. He has completed several single-audits and adheres to Yellow Book CPE requirements. Ron worked in hospitality and customer service-oriented employment before becoming an auditor and strives to have a good, working relationship with our clients.

Ron is married and has two daughters, Ryan, and RayLynn. In his spare time, Ron enjoys spending time with his family, going to the gym, and spending time in the water, whether it be at a lake, beach, or pool.

Firm Acknowledgements

Hinkle & Company, PC assures they are an Equal Opportunity Employer, a provider of services and/or assistance and in compliance with the 1964 Civil Rights Act, Title IX of Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, as amended and Executive Orders 11246 and 11375.

Hinkle & Company, PC assures compliance with the American with Disabilities Act of 1990 and all amendments and requirements imposed by the regulations issued pursuant to this act.

Jim Hinkle assures he and all CPAs assigned to this engagement are licensed CPAs within the State of Oklahoma and are allowed to conduct governmental audits.

Hinkle & Company, PC acknowledges there are no known conflicts of interest and affirms it is independent of the City.

Hinkle & Company, PC shall conduct the annual audits in accordance with Auditing Standards Generally Accepted in the United States of America; Government Auditing Standards for financial audits as set forth by the Comptroller General of the United States.

Hinkle & Company, PC certifies that it does not, and will not, during the performance of the contract, employ illegal alien workers or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986.

Hinkle & Company, PC certifies and agrees that no gratuities, kickbacks, or contingency fees were paid in connection with this contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this contract.

Hinkle & Company, PC agrees and warrants that services performed in response to this invitation shall conform to the standards declared by the U.S. City of Labor under the Occupational Safety and Health Act of 1970 (OSHA).

Fees

Fee Information

Our fees, as shown in Exhibit 3, are based upon receiving a high level of assistance from each of the City's Accounting staff. This includes, but is not limited to, closing of the general ledger, including the posting of all closing entries, working trial balance, preparation of various schedules supporting the footnotes, supporting documentation and preparation of the initial draft of the financial statements. The fees are inclusive of all out-of-pocket costs, including travel, related travel expenses, copies, and postage.

Fees (Continued)

Upon retention of the Firm's services for the 2025 year-end audit, there will be no upfront fees for building files or gaining an understanding of each of the City's internal controls; we view this engagement as an on-going investment for building a future relationship with the City.

If any changes in audit requirements occur during the term of our engagement that requires additional time and procedures, we will notify the City prior to the beginning of that audit year. We will provide the City with an estimate of the effect of those changes on the agreed upon fee.

Exhibits Summary

Attached are the following exhibits and required attachments which are considered an integral part of this proposal.

Exhibit 1	Client References
Exhibit 2	Peer Review Report
Exhibit 3	Fee Schedule

Summary

We would like to thank you for the opportunity to consider Hinkle & Company, PC to provide financial auditing services to the City of Coweta and to allow us to share details about our company. We are confident our successful history in the completion of audits of governmental agencies and Colleges and Universities, has demonstrated that we possess the qualifications, competence, and capacity to satisfy the requirements for the City's audit, on time and on budget. If you have any questions, we invite you to please contact us. We are elated about submitting this proposal and we are asking for the opportunity to provide you with professional audit and compliance services. Thank you!

Exhibit 1 – Client References

<u>Organization Name/Audit type</u>	<u>Contact</u>	<u>Telephone</u>
Indian Nations Council of Governments (INCOG)	Mr. Rich Brierre Executive Director rbrierre@incog.org	(918) 584-7526
City of Claremore	Mr. John Feary City Manager citymanager@claremore.com	(918) 341-1325
City of Glenpool	Mr. David Tillotson City Manager DTillotson@cityofglenpool.com	(918) 322-5409
Tulsa County Criminal Justice Authority & Tulsa County Industrial Authority	Mrs. Jenn Wynn Pottorf Financial Services Director jpottorf@tulsacounty.org	(918) 596-5208
Tulsa Health Department	Mrs. Jumao Wang Chief Financial Officer jwang@tulsa-health.org	(918) 595-4275

Exhibit 2



Finley & Cook, PLLC

405-878-7300

Finley-Cook.com

1421 East 45th Street
Shawnee, OK 74804

Report on the Firm's System of Quality Control

To the Partners of Hinkle & Company, PC and
the Peer Review Committee of the Oklahoma Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Hinkle & Company, PC (the "firm") in effect for the year ended September 30, 2022. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants ("Standards").

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

To the Partners of Hinkle & Company, PC and
the Peer Review Committee of the Oklahoma Society of CPAs
Page -2-

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Hinkle & Company, PC in effect for the year ended September 30, 2022, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Hinkle & Company, PC has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Finley & Cook, PLLC". The signature is written in a cursive, flowing style.

Shawnee, Oklahoma
August 30, 2023

Exhibit 3 - Fee Schedule

5 Year Fee Estimate Schedule

<u>Year</u>	<u>Financial Audit</u>	<u>Single Audit, If Applicable *</u>
2025	\$ 29,000	\$ 5,500
2026	\$ 29,000	\$ 5,500
2027	\$ 30,000	\$ 6,500

* - Estimate of single audit based on one major program. If additional major programs required, an additional \$4,500 2per major program will be estimated.





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

Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **MINUTES OF SPECIAL MEETING**
Approval of the minutes of the Coweta Public Works Authority Special meeting held on April 6, 2026. *Marcy Kilgore, City Clerk/ Treasurer*

Date: June 1, 2026

BACKGROUND

This item was approved on May 4, 2026. However, it was discovered that the exterior doors to City Hall were inadvertently locked at 7:00 p.m. Therefore, this item is being considered again to ratify the approval on May 4, 2026

STAFF RECOMMENDATION

Staff recommends ratification of the actions taken to approve this item on May 4, 2026.

ATTACHMENTS

1. 260406-PWA MINUTES- SPECIAL MEETING

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY SPECIAL MEETING
APRIL 6, 2026 7:17 P.M.**

The agenda for this meeting was posted at least 48 hours prior to the start of this meeting at the entrance of City Hall, 310 S Broadway, Coweta, OK and 31850 SH-51, Building B, Coweta, OK.

The Trustees of the Coweta Public Works Authority met in special session on Monday, April 6, 2026, at 7:17 p.m. following the meeting of the Coweta City Council at Indian Capital Technology Center (ICTC), 31850 SH-51, Building B, Coweta, OK 74429.

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. Approval of the minutes of the Coweta Public Works Authority regular meeting held on March 2, 2026.
2. Approval of Declaration of Surplus on the following items and authorizing the Trust Manager to dispose of them accordingly:
 1. 2002 GMC 1500 Pickup, VIN 1GCEK14V22Z228902
 2. Honda 4" Trash Pump
 3. Honda 3" Trash Pump
 4. Coleman Powermate 10 HP
 5. Pacer 2" Pump
 6. Cast Iron Fittings
 7. Excavator Bucket
 8. Fork Attachment
 9. Stryker Power Pro Auto Loader (2)
 10. Stryker 6500 Power Pro XT
 11. 2-story building at the Water Treatment Plant

Aye: Naomi Hogue
Jeremy Barnett
Daniel Beatie
Joshua Wilburn

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY SPECIAL MEETING
APRIL 6, 2026 7:17 P.M.**

Donald Vieth

IV. CONSIDER ITEMS REMOVED FROM CONSENT

No items removed.

V. ADMINISTRATION

1. DEMOLITION OF OLD WATER TREATMENT PLANT BUILDING FOR \$23,660, BUDGETED IN THE PWA WATER DEPARTMENT ACCOUNT 04-5325.033.

Public Works Director Edgar Barroso led discussion and requested possible action related to the approval of the demolition of the old water treatment plant building by Five Star Demolition for a cost of \$23,660, budgeted in account 04-5325.033.

Motion by Naomi Hogue, second by Jeremy Barnett to approve the demolition of the old water treatment plant building by Five Star Demolition for a cost of \$23,660, budgeted in account 04-5325.033.

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

2. APPROVAL OF AN AUTHORIZED REPRESENTATIVES CERTIFICATE DESIGNATING CHAIRMAN NAOMI HOGUE, TRUST MANAGER JULIE CASTEEN, AND ASSISTANT TRUST MANAGER MCKAY HALE TO MANAGE TRUST FUNDS AND AUTHORIZE PAYMENTS FOR APPROVED PURCHASES FROM TRUST FUNDS HELD BY BOK FINANCIAL

Julie Casteen led discussion and requested possible action related to the approval of an authorized representatives certificate designating Chairman Naomi Hogue, Trust Manager Julie Casteen, and Assistant Trust Manager McKay Hale to manage Trust funds and authorize payments for approved purchased from Trust funds held by BOK Financial.

Motion by Naomi Hogue, second by Jeremy Barnett to approve an authorized representatives certificate designating Chairman Naomi Hogue, Trust Manager Julie Casteen, and Assistant Trust Manager McKay Hale to manage Trust funds and authorize payments for approved purchased from Trust funds held by BOK Financial.

Aye: Naomi Hogue
Jeremy Barnett

**MINUTES OF THE COWETA PUBLIC WORKS AUTHORITY SPECIAL MEETING
APRIL 6, 2026 7:17 P.M.**

Daniel Beatie
Joshua Wilburn
Donald Vieth

VI. ADJOURNMENT

Chairman Hogue adjourned the meeting at 7:23 p.m.

Naomi Hogue, Chairman

Marcy Kilgore, Trust Secretary



P.O. BOX 850
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FAX (918) 486-5366
www.cityofcoweta-ok.gov

Memorandum

To: Honorable PWA Chairman and Trustees

From: McKay Hale, Assistant City Manager

Re: **FISCAL YEAR 2024-2025 AUDITED FINANCIAL REPORT AND OPERATING REPORT**

Date: June 1, 2026

BACKGROUND

The Annual Financial Report and Operating Report was prepared to present the City's financial condition and the results of its financial activities for the fiscal year ended June 30, 2025 (FY2025). Hinkle & Company PC has completed its audit of the financial report, which includes the City of Coweta, the Coweta Public Works Authority and the Coweta Industrial Development Authority.

STAFF RECOMMENDATION

Staff recommends the receipt of the annual audited Financial Report and Operating Report for the Fiscal Year ended June, 30 2025.

ATTACHMENTS

None



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PH. (918) 486-2189
FAX (918) 486-5366
www.cityofcoweta-ok.gov

Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **BID AWARD - PUBLIC SAFETY COMMUNICATIONS TOWER PROJECT TO BRIGHT LIGHTING, INC. IN THE AMOUNT OF \$75,250.00**

Date: June 1, 2026

BACKGROUND

This item was unanimously approved on May 4, 2026. However, it was discovered that the exterior doors to City Hall were inadvertently locked at 7:00 p.m. Therefore, this item is being considered again to ratify the approval on May 4, 2026.

On April 1, 2026, the City of Coweta/Coweta Public Works Authority solicited bids for the Public Safety Communications Tower project. This project involves installing an 80-foot tower at the site of the new Police Station to house the communications equipment needed for public safety communications.

Bids from eight vendors were received and opened on April 22, 2026. One bid was rejected for failure to properly label the bid package according to instructions.

The lowest responsible bidder was Bright Lighting, Inc. in the amount of \$75,250.00.

STAFF RECOMMENDATION

Staff recommends awarding the bid for the Public Safety Communications tower project to Bright Lighting, Inc. in the amount of \$75,250.00. and authorizing the Trust Manager to execute any necessary documents related to the project.

ATTACHMENTS

1. 260427-Bid Tab

BID TABULATION
CITY OF COWETA
Coweta PD Communications Radio Tower
April 22, 2026, 2:00 p.m.

BID BOND	VENDOR	BASE TOTAL BID PRICE	ADDITIONS
X	Ontivity	\$173,267.85	None
X	Hayden Tower Company	\$112,385.73	None
X	Bell Tower	\$92,000 with additions	1. Line Bridge: \$4,000.00
X	Bright Lighting	\$75,250	1. Ice Bridge: \$1,800.00
X	Globenet Telecommunications	\$100,867.36	None
X	Forge25	\$96,410.75	1. NEPA/SHPO/FAA Feasibility: \$6,750.00 2. Geotechnical Report - \$5,000.00
REJECTED Packet was not labeled correctly	Second Sight Systems	\$120,625	1. Fenced Compound, Gate, Graveling, Port Install: \$25,000.00 2. Geo-Technical Investigation: \$8,000.00 3. Provide and collect field measurement data for engineers: \$5,200.00

Julie Casteln

City Manager
April 27, 2026



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

Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **APPROVAL OF CHANGE ORDER NO 1, PUBLIC SAFETY BUILDINGS - USE OF CONTINGENCY FUNDS**

Date: June 1, 2026

BACKGROUND

This item was approved on May 4, 2026. However, it was discovered that the exterior doors to City Hall were inadvertently locked at 7:00 p.m. Therefore, this item is being considered again to ratify the approval on May 4, 2026.

The Coweta Public Safety Facility project includes a Construction Manager's contingency of \$560,267.

Flintco has encountered two situations so far that call for the use of contingency funds:

1. **PCO 004 - Fire Unsuitable Soils:** The Fire Station No. 1 site had unsuitable soils that required remediation prior to the building pad being constructed. An allowance for unsuitable soils in the amount of \$44,330 was included in the contract, but an additional \$58,616.00 is needed to cover the cost of remediation.
2. **PCO 006 - Police PSO Electrical Feed Revision:** The cost of the electrical utility routing by PSO increased by \$65,788.36 due to design revisions.

Even though these items are for changes to the scope of work, at the Owner's request, the Construction Manager has agreed to use Construction Manager's contingency in the amount of \$124,404.36 for these costs. The Owner agrees that should the Construction Manager incur any cost that is a Cost of the Work payable out of Construction Manager's contingency, which causes the Cost of the Work plus the Construction Manager's Fee to exceed the GMP, the Owner shall issue a Change Order increasing the GMP by the excess amount up to the amount of Construction Manager's contingency used by the Owner.

STAFF RECOMMENDATION

Staff recommends approval of Change Order No 1 for the Public Safety Facility Project for the use of Construction Manager's contingency funds in the amount of \$124,404.36, and authorizing the Trust Manager to execute all documents related to the change order.

ATTACHMENTS

1. PCO#004 - Fire Unsuitable Soils
2. PCO#006 - Police PSO Power Revisions



Allowance Use Authorization

Coweta Public Safety Facility

14432 S 305th East Ave.
Coweta, Oklahoma 74429

Flintco LLC (40-000)**Project # 23107****PCO: 004****Date: 4/29/2026**

To: City of Coweta
310 South Broadway
Coweta, Oklahoma 74429

From:**Description****Status**

Fire Station Unsuitable Soils

Pending - In Review

Days Req**Reference****Amt Req**

\$0.00

NotesCE #005 - Fire Unsuitable Soils

This contingency use authorization includes PCO No. 004. The parties agree that these PCOs are for changes to the scope of work not included in the Contract Documents at the time the GMP was approved. The parties agree that, even though these items are for changes to the scope of work, at the Owner's request, the Construction Manager has agreed to use Construction Manager's contingency in the amount of \$58,616.00 for these costs. The Owner agrees that should the Construction Manager incur any cost that is a Cost of the Work payable out of Construction Manager's contingency, which causes the Cost of the Work plus the Construction Manager's Fee to exceed the GMP, the Owner shall issue a Change Order increasing the GMP by the excess amount up to the amount of Construction Manager's contingency used by the Owner.

CE No.	CE Total	CE Type	Change Reason
005	\$0.00	Allowance	Existing Condition
Item No	Item Description	Vendor	Amount
1	D-Kerns Fire Unsuitable Soils		\$102,946.00
2	Police Unsuitable Soil Allowance		\$(16,330.00)
3	Fire Unsuitable Soil Allowance		\$(28,000.00)
4	Fire Contingency		\$(58,616.00)
Total Amount:			\$0.00

Owner Approval:

Signature _____

Name _____ **Date** _____

Architect Approval:

Signature _____

Name _____ **Date** _____

Attachments:

[D-K Coweta CO #3 Cement Proposal.pdf](#)



CHANGE ORDER #3 PROPOSAL

April 29, 2026

Attn: Ross Smith

Project: Coweta Fire Station

D-Kerns Construction, Inc. does hereby propose to provide the necessary labor, material, equipment and supervision to complete the following scope of work based on recommendation from Terracon and emails from Flintco.

A. EARTHWORK

- Cement stabilize subgrade to 12" depth with 4-5% Portland approximately 48,000 sf total, cure for 3 days before placement of additional material
- No Additional Cost Item - Install 18" loose height bridge lift using import shale select fill at approximately 17,000 sf
 - Compact top of bridge lift, proof roll, and density test

Specific Exclusions: Export of Spoils

Change Order Total \$102,964.00

Breakdown:

Material & Trucking \$52,597.00

Cement 150 tons \$46,344.00
Fuel & Oil/DEF/Grease \$ 6,253.00

Labor (6 man crew) \$21,594.00

Supervisor 40 MH \$4,896.00
Operator 160 MH \$12,123.00
Labor 80 MH \$4,575.00

Equipment \$28,773.00

Stabilizer 4 DY \$12,467.00
Dozer 4 DY \$6,791.00
Roller 4 DY \$3,737.00
Water Trucks 4 DY \$5,778.00

GENERAL EXCLUSIONS:

Testing , Control Points, Barricades, Sales Tax

Respectfully Submitted,
D-KERNS CONSTRUCTION, INC.

By: _____
Dan Kerns, President

TERMS AND CONDITIONS:

1. Bid is Valid for 20 days from date submitted.
2. Any changes resulting from unforeseen field conditions and/or altered scope of work requirements (by owner or contractor) which change the cost of work will result in a Change Order. Change Order must be signed and approved by authorized party prior to commencement of work.
3. This proposal (or a notice of intent) to be returned at least 10 working days prior to date that the work shall begin.

ACCEPTED on this ____ day of _____, _____, the above prices and scope(s) of work are satisfactory and hereby accepted without modification. Payment will be made monthly, based on percentage of completion. All work outside of the aforementioned scope(s) of work will be set forth in a written Change Order.

Signature: _____

Title: _____

Company: _____

PO Box 745
Coweta, OK 74429

Invoice

Phone #	918-482-1022
Fax #	918-482-1038

Date	Invoice #
4/14/2026	303622

Bill To
D-Kerns Construction, Inc. 6551 E Tower Lane Claremore, OK 74019

Ship To & Material
Coweta Fire Station Materials & Haul Charge End Dumps

P.O. Number	Terms	Due Date	Number
	Net 30	5/14/2026	01

[illegible]

Yocham
TRUCKING

Any portion of this account not paid according to terms, is subject to 1.5% per month (18% Annual) finance charge.

Total	\$37,547.33
Payments/Credits	\$0.00
Balance Due	\$37,547.33

PO Box 745
Coweta, OK 74429

Invoice

Phone #	918-482-1022
Fax #	918-482-1038

Date	Invoice #
4/14/2026	303622

Bill To
D-Kerns Construction, Inc. 6551 E Tower Lane Claremore, OK 74019

Ship To & Material
Coweta Fire Station Materials & Haul Charge End Dumps

P.O. Number	Terms	Due Date	Number
	Net 30	5/14/2026	01

[illegible]

Yocham
TRUCKING

Any portion of this account not paid according to terms, is subject to 1.5% per month (18% Annual) finance charge.

Total	\$37,547.33
Payments/Credits	\$0.00
Balance Due	\$37,547.33

Central Plains Cement LLC

287839

287839**SEE OTHER CONDITIONS ON THE BACK**

Received subject to the terms of any written transportation contract between the Carrier(s) transporting this shipment and Central Plains Cement LLC or its affiliates (Shipper) on the date of issue of this Bill of Lading, the property described hereon, in apparent good order, except as noted, marked, consigned and destined as set forth hereon, which said Carrier(s) agrees to carry with reasonable dispatch to such destination. Carrier(s) shall verify the weight of the shipment and Carrier(s) agreed to indemnify Shipper from any loss, cost or expense (including, but not limited to, attorney's fees) arising from or relating to Carrier(s) transportation of a load that exceeds the maximum allowable weight. Consignee accepts such shipment in accordance with Central Plain's standard terms and conditions.

NON-RECOURSE: If Shipper signs this provision, Shipper shall not be liable for freight charges and Carrier shall not deliver this shipment without advance payment of all shipping and related charges.

Signature of Shipper: _____

Branch/Plant :

67506

Tulsa Cement

Shipped To :

YOCHAM TRUCKING

50336

HASKELL, OK

BOL No.	287839
Sales Order No.	13294
Shipment Date	4/6/2026

67506

67506

Sold To		Customer Purchase Order No.							
TULSA PICKUP									
Item Description	Item No.	Begin / End		Silo	Bags or Gross LB	PLT	Bags Wgt or Tare LB	Net LB	Total TS
PLC Type IL	IL100007506	12:00 am	11:58 am	S2	79,560		30,820	48,740	24.37
					IL100007506 IL100007506				
					* P. T.				
Total US					79,560		30,820 *	48,740	24.37
Special Delivery Instructions :									
Mode	Carrier Full Name	Carrier Code			Tractor/Rail Car	Trailer 1	Trailer 2		
P	YOCHAM TRUCKING INC	YOCHAM			122YOCH	300			
					Trailer 1 Seal No.	Trailer 2 Seal No.			
State Stamp :									
					Shipper Signature / Date				
					Driver Signature / Date				
					Customer Signature / Date				

WARNING: Corrosive - May cause severe eye and skin burns. Toxic - May cause lung disease. Read Material Safety Data Sheet (MSDS)

Received subject to the terms of any written transportation contract between the Carrier(s) transporting this shipment and Central Plains Cement LLC or its affiliates (Shipper) on the date of issue of this Bill of Lading, the property described hereon, in apparent good order, except as noted, marked, consigned and destined as set forth hereon, which said Carrier(s) agrees to carry with reasonable dispatch to such destination. Carrier(s) shall verify the weight of the shipment and Carrier(s) agreed to indemnify Shipper from any loss, cost or expense (including, but not limited to, attorney's fees) arising from or relating to Carrier(s) transportation of a load that exceeds the maximum allowable weight. Consignee accepts such shipment in accordance with Central Plain's standard terms and conditions.
NON-RECOURSE: If Shipper signs this provision, Shipper shall not be liable for freight charges and Carrier shall not deliver this shipment without advance payment of all shipping and related charges.

Signature of Shipper: _____

Branch/Plant :

67506

Tulsa Cement

Shipped To :

YOCHAM TRUCKING

50336

HASKELL, OK

BOL No.	287893
Sales Order No.	13294
Shipment Date	4/7/2026

67506

67506

Sold To		Customer Purchase Order No.							
TULSA PICKUP									
Item Description	Item No.	Begin	End	Silo	Bags or Gross LB	PLT	Bags Wgt or Tare LB	Net LB	Total TS
PLC Type IL	IL100007506	8:05 am	8:17 am	S3	79,040		29,840	49,200	24.60
					IL100007506 IL100007506				
Total US					79,040		29,840	49,200	24.60

Special Delivery Instructions :

Mode	Carrier Full Name	Carrier Code	Tractor/Rail Car	Trailer 1	Trailer 2
P	YOCHAM TRUCKING INC	YOCHAM	122YCH	300	
			Trailer 1 Seal No.	Trailer 2 Seal No.	
State Stamp :					
			Shipper Signature / Date		
			Driver Signature / Date		
			Customer Signature / Date		

Central Plains Cement LLC

287904

287904**SEE OTHER CONDITIONS ON THE BACK**

Received subject to the terms of any written transportation contract between the Carrier(s) transporting this shipment and Central Plains Cement LLC or its affiliates (Shipper) on the date of issue of this Bill of Lading, the property described hereon, in apparent good order, except as noted, marked, consigned and destined as set forth hereon, which said Carrier(s) agrees to carry with reasonable dispatch to such destination. Carrier(s) shall verify the weight of the shipment and Carrier(s) agreed to indemnify Shipper from any loss, cost or expense (including, but not limited to, attorney's fees) arising from or relating to Carrier(s) transportation of a load that exceeds the maximum allowable weight. Consignee accepts such shipment in accordance with Central Plain's standard terms and conditions.
 NON-RECOURSE: If Shipper signs this provision, Shipper shall not be liable for freight charges and Carrier shall not deliver this shipment without advance payment of all shipping and related charges.

Signature of Shipper: _____

Branch/Plant :

67506

Tulsa Cement

Shipped To :
 YOCHAM TRUCKING
 50336

HASKELL, OK

BOL No.	287904
Sales Order No.	13294
Shipment Date	4/7/2026

67506

67506

Sold To		Customer Purchase Order No.							
TULSA PICKUP									
Item Description	Item No.	Begin / End		Silo	Bags or Gross LB	PLT	Bags Wgt or Tare LB	Net LB	Total TS
PLC Type IL	IL100007506	9:58 am	10:10 am	S3	79,060		30,400	48,660	24.33
					IL100007506 IL100007506				
Total US					79,060		30,400	48,660	24.33
Special Delivery Instructions :									
Mode	Carrier Full Name	Carrier Code			Tractor/Rail Car	Trailer 1	Trailer 2		
P	YOCHAM TRUCKING INC	YOCHAM			122YOCH	300			
					Trailer 1 Seal No.	Trailer 2 Seal No.			
State Stamp :									
					Shipper Signature / Date				
					Driver Signature / Date				
					Customer Signature / Date				

WARNING: Corrosive - May cause severe eye and skin burns. Toxic - May cause lung disease. Read Material Safety Data Sheet (MSDS)

Central Plains Cement LLC

288160

288160**SEE OTHER CONDITIONS ON THE BACK**

Received subject to the terms of any written transportation contract between the Carrier(s) transporting this shipment and Central Plains Cement LLC or its affiliates (Shipper) on the date of issue of this Bill of Lading, the property described hereon, in apparent good order, except as noted, marked, consigned and destined as set forth hereon, which said Carrier(s) agrees to carry with reasonable dispatch to such destination. Carrier(s) shall verify the weight of the shipment and Carrier(s) agreed to indemnify Shipper from any loss, cost or expense (including, but not limited to, attorney's fees) arising from or relating to Carrier(s) transportation of a load that exceeds the maximum allowable weight. Consignee accepts such shipment in accordance with Central Plain's standard terms and conditions.

NON-RECOURSE: If Shipper signs this provision, Shipper shall not be liable for freight charges and Carrier shall not deliver this shipment without advance payment of all shipping and related charges.

Signature of Shipper: _____

Branch/Plant :

67506

Tulsa Cement

Shipped To :

YOCHAM TRUCKING

50336

HASKELL, OK

BOL No.	288160
Sales Order No.	13294
Shipment Date	4/9/2026

67506

67506

Sold To		Customer Purchase Order No.							
TULSA PICKUP									
Item Description	Item No.	Begin / End		Silo	Bags or Gross LB	PLT	Bags Wgt or Tare LB	Net LB	Total TS
PLC Type IL	IL100007506	12:07 pm	12:12 pm	S6	79,220		32,080	47,140	23.57
					IL100007506 IL100007506				
Total US					79,220		32,080	47,140	23.57
Special Delivery Instructions :									
Mode	Carrier Full Name	Carrier Code			Tractor/Rail Car	Trailer 1	Trailer 2		
P	Customer Pickup	99999			122YOC	308			
					Trailer 1 Seal No.	Trailer 2 Seal No.			
State Stamp :									
					Shipper Signature / Date				
					Driver Signature / Date				
					Customer Signature / Date				

WARNING: Corrosive - May cause severe eye and skin burns. Toxic - May cause lung disease. Read Material Safety Data Sheet (MSDS)

Central Plains Cement LLC

288131

288131**SEE OTHER CONDITIONS ON THE BACK**

Received subject to the terms of any written transportation contract between the Carrier(s) transporting this shipment and Central Plains Cement LLC or its affiliates (Shipper) on the date of issue of this Bill of Lading, the property described hereon, in apparent good order, except as noted, marked, consigned and destined as set forth hereon, which said Carrier(s) agrees to carry with reasonable dispatch to such destination. Carrier(s) shall verify the weight of the shipment and Carrier(s) agreed to indemnify Shipper from any loss, cost or expense (including, but not limited to, attorney's fees) arising from or relating to Carrier(s) transportation of a load that exceeds the maximum allowable weight. Consignee accepts such shipment in accordance with Central Plain's standard terms and conditions.

NON-RECOURSE: If Shipper signs this provision, Shipper shall not be liable for freight charges and Carrier shall not deliver this shipment without advance payment of all shipping and related charges.

Signature of Shipper: _____

Branch/Plant :

67506

Tulsa Cement

Shipped To :

YOCHAM TRUCKING

50336

HASKELL, OK

BOL No.	288131
Sales Order No.	13294
Shipment Date	4/9/2026

67506

67506

Sold To		Customer Purchase Order No.							
TULSA PICKUP									
Item Description	Item No.	Begin / End		Silo	Bags or Gross LB	PLT	Bags Wgt or Tare LB	Net LB	Total TS
PLC Type IL	IL100007506	9:27 am	9:33 am	S3	79,360		32,100	47,260	23.63
					IL100007506 IL100007506				
Total US					79,360		32,100	47,260	23.63

Special Delivery Instructions :

Mode	Carrier Full Name	Carrier Code	Tractor/Rail Car	Trailer 1	Trailer 2
P	YOCHAM TRUCKING INC	YOCHAM	122YOCH	300	
State Stamp :			Trailer 1 Seal No.	Trailer 2 Seal No.	
			Shipper Signature / Date Driver Signature / Date Customer Signature / Date		

WARNING: Corrosive - May cause severe eye and skin burns. Toxic - May cause lung disease. Read Material Safety Data Sheet (MSDS)

Central Plains Cement LLC

288109

288109

SEE OTHER CONDITIONS ON THE BACK

Received subject to the terms of any written transportation contract between the Carrier(s) transporting this shipment and Central Plains Cement LLC or its affiliates (Shipper) on the date of issue of this Bill of Lading, the property described hereon, in apparent good order, except as noted, marked, consigned and destined as set forth hereon, which said Carrier(s) agrees to carry with reasonable dispatch to such destination. Carrier(s) shall verify the weight of the shipment and Carrier(s) agreed to indemnify Shipper from any loss, cost or expense (including, but not limited to, attorney's fees) arising from or relating to Carrier(s) transportation of a load that exceeds the maximum allowable weight. Consignee accepts such shipment in accordance with Central Plain's standard terms and conditions.

NON-RECOURSE: If Shipper signs this provision, Shipper shall not be liable for freight charges and Carrier shall not deliver this shipment without advance payment of all shipping and related charges.

Signature of Shipper: _____

Branch/Plant :

67506

Tulsa Cement

Shipped To :

YOCHAM TRUCKING

50336

HASKELL, OK

BOL No.	288109
Sales Order No.	13294
Shipment Date	4/9/2026

67506

67506

Sold To		Customer Purchase Order No.							
TULSA PICKUP									
Item Description	Item No.	Begin / End		Silo	Bags or Gross LB	PLT	Bags Wgt or Tare LB	Net LB	Total TS
PLC Type IL	IL100007506	7:07 am	7:23 am	S1	79,620		30,620	49,000	24.50
					IL100007506				
					IL100007506				
Total US					79,620		30,620	49,000	24.50
Special Delivery Instructions :									
Mode	Carrier Full Name	Carrier Code			Tractor/Rail Car	Trailer 1	Trailer 2		
P	YOCHAM TRUCKING INC	YOCHAM			122YOCH	300			
					Trailer 1 Seal No.	Trailer 2 Seal No.			
State Stamp :									
					Shipper Signature / Date				
					Driver Signature / Date				
					Customer Signature / Date				

WARNING: Corrosive - May cause severe eye and skin burns. Toxic - May cause lung disease. Read Material Safety Data Sheet (MSDS)



Contingency Use Authorization

Coweta Public Safety Facility

14432 S 305th East Ave.
Coweta, Oklahoma 74429

Flintco LLC (40-000)**Project # 23107****PCO: 006****Date: 4/30/2026**

To: City of Coweta
310 South Broadway
Coweta, Oklahoma 74429

From:

Description			Status
Police - PSO Electrical Feed Revision			Pending - In Review
Days Req	Reference	PCO Change Reason	Amt Req
		Design Development	\$0.00

Notes**CE #008 - Police - PSO Electrical Feed Revision**

This contingency use authorization includes PCO No. 006. The parties agree that these PCOs are for changes to the scope of work not included in the Contract Documents at the time the GMP was approved. The parties agree that, even though these items are for changes to the scope of work, at the Owner's request, the Construction Manager has agreed to use Construction Manager's contingency in the amount of \$65,788.36 for these costs. The Owner agrees that should the Construction Manager incur any cost that is a Cost of the Work payable out of Construction Manager's contingency, which causes the Cost of the Work plus the Construction Manager's Fee to exceed the GMP, the Owner shall issue a Change Order increasing the GMP by the excess amount up to the amount of Construction Manager's contingency used by the Owner.

CE No.	CE Total	CE Type	Change Reason
008	\$0.00	Contingency	Design Development
Item No	Item Description	Vendor	Amount
1	2J - Police - PSO Electrical Feed Revision	2 J's Electric, Inc.	\$65,788.36
2	Police Contingency		\$(65,788.36)
Total Amount:			\$0.00

Owner Approval:**Signature** _____**Name** _____**Date** _____**Architect Approval:****Signature** _____**Name** _____**Date** _____

Attachments:



2 J'S ELECTRIC INC.

STATE LICENSE #: OK46359 AR4850 MD2743 VA2705 NC21455 TN050069

4266 W. HIGHWAY 20
PRYOR CREEK, OK 74361
OFFICE (918) 825-6506
FAX (918) 825-7090
OFFICE@2JSELECTRIC.COM

TO: Flintco
ATTN: Estimating department
SUBJECT: **PR#3 – PSO Electrical Utility Routing – Coweta Police**

April 6, 2026

Thank you for letting 2 J's Electric provide you with an electrical quote. Our goal is to offer competitive pricing that's balanced with quality service. After reviewing the plans and specs and request for pricing, I estimate the cost to be as shown below:

PR Quote: \$65,788.36

INCLUSIONS:

North Side of Property:

- Furnish and install (1) 6" underground PVC conduit from gear-to-gear location as shown.
- Furnish and install (2) 6" GRC 48" sweep 90s.
- Furnish and install pull string in PVC conduit.
- Furnish and install detectable marking tape.
- Furnish equipment for excavation and backfill with native soils for areas not under driveways.

East Side of Property:

- Furnish and install (1) 4" underground PVC conduit from gear to cabinet as shown.
- Furnish and install (2) 4" GRC 48" sweep 90s.
- Furnish and install pull string in PVC conduit.
- Furnish equipment for excavation and backfill with native soils not under driveways.
- Furnish and install detectable marking tape.
- Excavate additional trench width to allow for at least 2' separation per notes of attached sheet.
 - Install PSO provided 6" sweep 90s.
 - Install PSO provided 6" PVC as shown.

Southwest Side of Property Transformer New Location:

- Furnish and install additional length for (2) 3" PVC underground conduits from existing transformer location shown.
- Furnish and install additional length of 350kcmil conduits as shown on one line diagram.
- Work to be performed during normal business hours (7 am – 3:30 pm M-F).
- Bond.

South Side of Property (1) 4" Underground PVC Conduit from Transformer to Cabinet No Cost in Original Bid:

EXCLUSIONS:

- Dumpster for trash removal.
- Furnish or install any concrete work.
- Furnish 6" GRC 90s and 6" PVC on East side of property.
- Rock removal if encountered during excavation (rock clause \$325 per cubic yard plus mobilization and demobilization).
- Repair of any unmarked underground utilities if not marked after locates have been called in.
- Any additional work not listed in above inclusions.
- Any after-hours work.
- Tariffs.

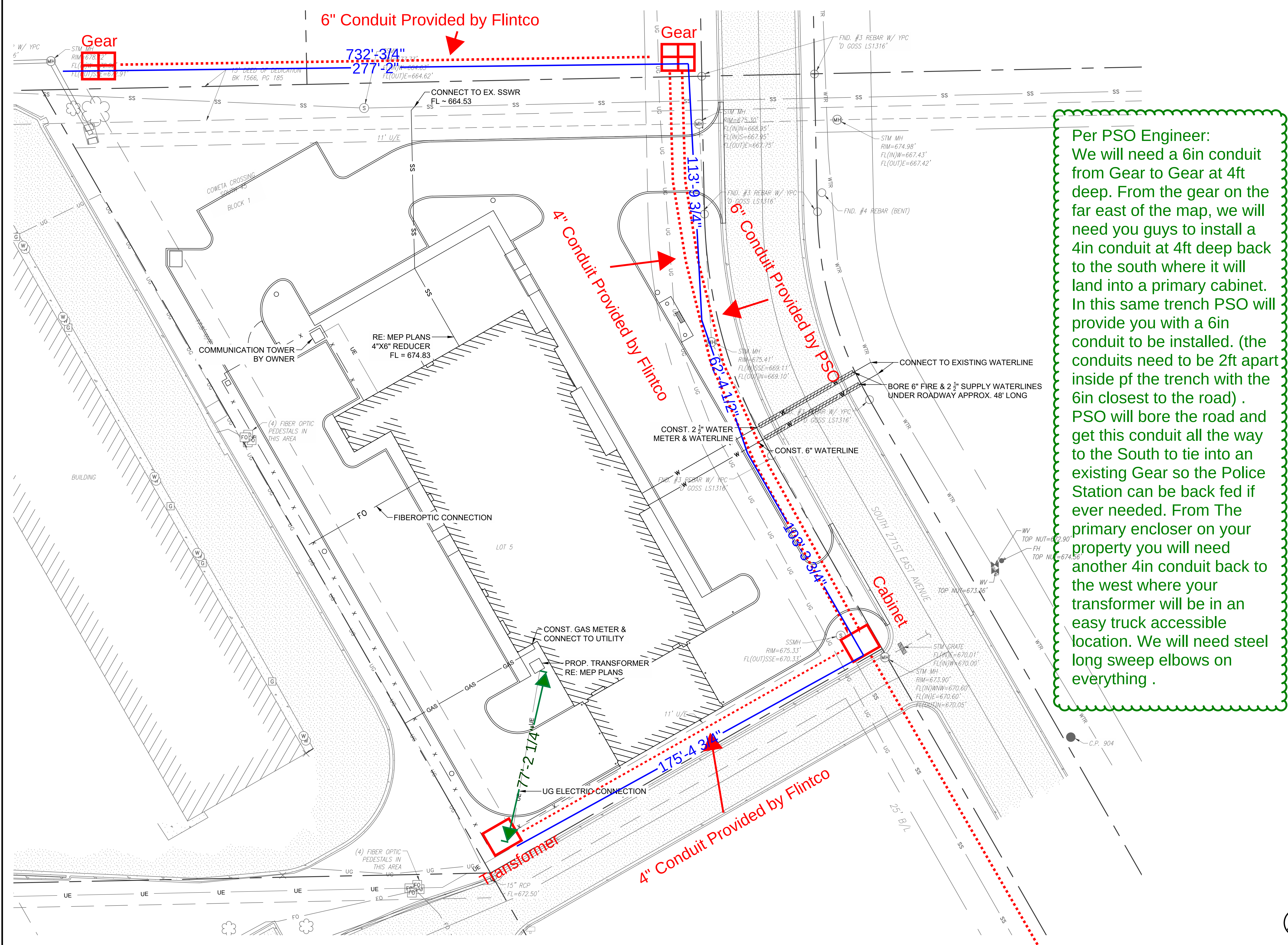
This quote outlines the electrical work to be performed in accordance with industry standards. Any modifications to the agreed-upon scope resulting in additional material or labor will be billed separately. Please note this quote is valid for standard business hours and excludes costs associated with expedited schedules, construction delays, or project changes. *Due to fluctuating material costs, this quote is valid for 30 days.*

We remain available to answer any questions or provide further clarification. Our team is committed to exceeding your expectations and ensuring a successful project. Thank you for considering us for your electrical needs.

Respectfully Submitted By,
Josh Cagle | VP of Operations 2 J's Electric Inc. | (918) 825-6506

Project Number: X:\Projects\860-Coweta Police and Fire Facilities\DWG\Sheets\POLICE STATION\860 - UT01.dwg

PRINT DATE: 10/13/2025 6:08:37 PM



Per PSO Engineer:
We will need a 6in conduit from Gear to Gear at 4ft deep. From the gear on the far east of the map, we will need you guys to install a 4in conduit at 4ft deep back to the south where it will land into a primary cabinet. In this same trench PSO will provide you with a 6in conduit to be installed. (the conduits need to be 2ft apart inside pf the trench with the 6in closest to the road) . PSO will bore the road and get this conduit all the way to the South to tie into an existing Gear so the Police Station can be back fed if ever needed. From The primary encloser on your property you will need another 4in conduit back to the west where your transformer will be in an easy truck accessible location. We will need steel long sweep elbows on everything .

PROJECT NO.: 860
SUBMITTAL: CONFORMED
ISSUE DATE: 12/10/2025

REVISIONS:

No.	Description	Date

0' 10' 20' 40'
BAR SCALE SHOULD EQUAL 1" AT THE 20' MARK.

Job ID: JOB-0656
Project: Flintco - Coweta Police and Fire



CO: CO-0003: PR#3 - PSO Electrical Utility Routing

Bid Brief Form Report

Vendor: TARGET **Labor Level:** CONEST **6 Apr 2026 16:03:43**
Tax Rate status: Default **Bid Name:** BASE BID **Bid Template:** BASIC (EXPANDED O&P)

<u>Description</u>	<u>Amount</u>	<u>Subtotal</u>
Material		
Estimated Material	16,255.53	
Material Adjustment	0.00	
Material Total:		16,255.53
Labor		
Direct Labor Hours	377.85	
Labor Dollars	40,618.80	
Indirect Labor	0.00	
Labor Escalation	0.00	
Labor Adjustments	0.00	
Labor Total:		40,618.80
Quotes		
SELECT FILL		
	750.00	
SELECT FILL Total:	750.00	
Quote Adjustments	0.00	
Quotes Total:		750.00
Equipment		
SKIDSTEER		
	900.00	
SKIDSTEER Total:	900.00	
BACKHOE		
	1,650.00	
BACKHOE Total:	1,650.00	
Equipment Adjustments	0.00	
Equipment Total:		2,550.00
Direct Job Costs		
Estimated DJC	609.28	
DJC Adjustments	0.00	
Direct Job Costs Total:		609.28
Taxes		
Material Tax (0.0000%)	0.00	
Quote Tax (0.0000%)	0.00	
Labor Tax (0.0000%)	0.00	
Equipment Tax (0.0000%)	0.00	
SubContract Tax (0.0000%)	0.00	
Taxes Total:		0.00
Pre-Overhead and Profit Subtotal:		60,783.61

2 J's Electric

4266 W. Hwy 20
Pryor, OK 74361

Phone: 918-825-6506
Web:

Overhead

Material Overhead (10.00% markup)	1,625.55
Quotes Overhead (10.00% markup)	75.00
Labor Overhead (0.00% markup)	0.00
Equipment Overhead (10.00% markup)	255.00
SubContracts Overhead (0.00% markup)	0.00
DJC Overhead (0.00% markup)	0.00

Overhead Total: 1,955.55

Profit

Material Profit (5.00% markup)	894.05
Quotes Profit (5.00% markup)	41.25
Labor Profit (0.00% markup)	0.00
Equipment Profit (5.00% markup)	140.25
SubContracts Profit (0.00% markup)	0.00
DJC Profit (0.00% markup)	0.00

Profit Total: 1,075.55

Miscellaneous

Job Tax	0.00
Bond	1,973.65

Miscellaneous Total: 1,973.65

Bid Total: 65,788.36



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

Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **RESOLUTION 2026-13 ON FY27 BUDGET ADOPTION**

Date: June 1, 2026

BACKGROUND

Pursuant to Title 60 O.S. § 176, the Coweta Public Works Authority is required to submit a financial plan each year to its beneficiary, the City of Coweta. The financial plan is incorporated into the budget document for the City and its related trusts.

STAFF RECOMMENDATION

Staff recommends the adoption of the FY27 Proposed Budget and Financial Plan.

ATTACHMENTS

1. 260601-Budget Reso 2026-13 PWA

RESOLUTION 2026-13

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA; ADOPTING THE BUDGET FOR THE COWETA PUBLIC WORKS AUTHORITY UTILITY SERVICES FUND, THE AMBULANCE SERVICE FUND, THE SEWER IMPROVEMENTS FUND, AND THE 1% SALES TAX FUND FOR THE FISCAL YEAR BEGINNING JULY 1, 2026 AND ENDING JUNE 30, 2027; AND PROVIDING FOR THE INVESTMENT OF THESE FUNDS.

WHEREAS, the Coweta Public Works 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 Public Works Authority for the fiscal year ending June 30, 2027 (FY27) to the City Council of the City of Coweta consistent with the statutory requirements; and

WHEREAS, the budget has been formally presented to the Coweta Public Works Authority Board of 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 the proposed 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 Public Works Authority Board of Trustees has need throughout the fiscal year to amend its annual budget through supplemental appropriations, decreases in appropriations or appropriation transfers; and

WHEREAS, the Coweta Public Works Authority Board of Trustees have reviewed the proposed budget and are aware of the operations and projects planned for FY27.

NOW THEREFORE BE IT RESOLVED BY THE TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY THAT:

Section 1. The Proposed Budget reviewed during the budget public hearing is by this Resolution approved and adopted for FY27 for the following funds and amounts:

See the attached EXHIBIT A which is incorporated into this Resolution by reference.

Section 2. The Trust Manager, or the Trust Manager's 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 FY27 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 Public Works Authority may amend this 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 FY27;
- (2) Revenues received or to be received from anticipated sources but in excess of the original FY27 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 Board of Trustees prior to implementation. Such proposed amendments shall be submitted to the Board of Trustees for action, on a properly completed Budget Amendment Form.

Section 5. The Trust Manager, or the Trust Manager's designee, is granted the authority to transfer ownership of any materials, equipment or infrastructure purchased by the Coweta Public Works Authority that is intended for use by the City of Coweta or the Coweta Industrial Development Authority to those named entities.

Section 6. The Trust Manager, or the Trust Manager's designee, is granted the 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, 2027. Interest accrued from such investments shall be deposited in the Coweta Public Works Authority Utility Services Fund, the Ambulance Service Fund, the Sewer Improvements Fund, and the 1% Sales Tax Fund, or the fund from which the investment was made. All investments shall be in accordance with the law.

**ADOPTED BY THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS AUTHORITY
ON THIS THIS 1st DAY OF JUNE 2026.**

Naomi Hogue, Chair

Approved as to form:

Patrick Boulden, Trust Attorney

ATTEST:

Marcie Kilgore, Secretary

RESOLUTION 2026-13

EXHIBIT A

**COWETA PUBLIC WORKS AUTHORITY
FY27 PROPOSED BUDGET**

	Coweta Public Works Authority Utility Services	Coweta Public Works Authority Ambulance Service	Coweta Public Works Authority Sewer Improvements	Coweta Public Works Authority 1% Sales Tax Fund	
REVENUES					Total
Charges for Services	\$ 5,647,931	\$ 1,369,248	\$ -	\$ -	\$ 7,017,179
Intergovernmental	-	-	-	-	-
Other Revenues	438,000	-	-	-	438,000
Investment Income	18,000	4,500	-	100,000	122,500
Debt Proceeds	-	-	-	-	-
Transfers In	7,028,007	200,000	-	2,409,329	9,637,336
Use of Fund Balance	1,086,104	463,718	-	1,990,502	3,540,324
Total Revenues	\$ 14,218,042	\$ 2,037,466	\$ -	\$ 4,499,831	\$ 20,755,339
EXPENDITURES	Coweta Public Works Authority Utility Services	Coweta Public Works Authority Ambulance Service	Coweta Public Works Authority Sewer Improvements	Coweta Public Works Authority 1% Sales Tax Fund	Total
Water	\$ 1,391,632	\$ -	\$ -	\$ -	\$ 1,391,632
Sewer	587,453	-	-	-	587,453
Solid Waste	1,250,000	-	-	-	1,250,000
Stormwater	65,000	-	-	-	65,000
Administration	542,342	-	-	-	542,342
Finance	427,750	-	-	-	427,750
Non-Departmental	558,502	-	-	-	558,502
Capital Improvements	839,000	360,000	-	3,460,000	4,659,000
Debt Service	2,308,356	-	-	1,039,831	3,348,187
Ambulance Service	-	1,677,466	-	-	1,677,466
Transfer to Fund Balance	-	-	-	(1,990,502)	(1,990,502)
Transfers Out	6,228,007	-	-	-	6,228,007
Transfer to Reserves	20,000	-	-	-	20,000
Total Expenditures	\$ 14,218,042	\$ 2,037,466	\$ -	\$ 2,509,329	\$ 18,764,837
Net Change in Fund Balance	\$ (1,066,104)	\$ (463,718)	\$ -	\$ (1,990,502)	\$ (3,520,324)
Beginning Net Assets	\$ 8,410,253	\$ 1,003,340	\$ (330,460)	\$ 3,318,880	\$ 12,402,013
Ending Net Assets	\$ 7,344,149	\$ 539,622	\$ (330,460)	\$ 1,328,378	\$ 8,881,690



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

Memorandum

To: Honorable PWA Chairman and Trustees

From: Julie A. Casteen, Trust Manager

Re: **RESOLUTION 2026-20, ACCEPTANCE OF REMOVAL AND DISPOSAL OF WATER TREATMENT PLANT LAGOON SLUDGE PROJECT**

Date: June 1, 2026

BACKGROUND

The sludge removal project at the Water Treatment Plant lagoon has been successfully completed well ahead of schedule. In addition to removing accumulated sludge and repairing leaks within the lagoon, the contractor cleared a significant amount of surrounding trees and vegetation. This work is essential for preventing future leaks and maintaining a pre-treatment lagoon that is free of organic material. These measures will help lower disinfection byproducts in the distribution system.

STAFF RECOMMENDATION

Staff recommends acceptance of the Removal and Disposal of Water Treatment Plant Lagoon Sludge project completed by Hodges Farms & Dredging, LLC through the adoption of Resolution 2026-20.

ATTACHMENTS

1. Reso 2026-20-PWA Acceptance of WTP Plant Sludge Removal Project
2. Maintenance Bond

**COWETA PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA
RESOLUTION 2026-22**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE COWETA
PUBLIC WORKS AUTHORITY, COWETA, OKLAHOMA; ACCEPTING
THE COMPLETION OF THE WATER TREATMENT PLANT LAGOON
SLUDGE REMOVAL PROJECT IN THE CITY OF COWETA.**

WHEREAS, the Coweta Public Works Authority contracted with Hodges Farms & Dredging, LLC to complete the removal of sludge and vegetation from the Water Treatment Plant lagoon in the City of Coweta; and

WHEREAS, upon completion of the work, the project was inspected and approved by the City Engineer and the Public Works Director; and

WHEREAS, the City is in possession of the required one-year maintenance bonds and is prepared to assume maintenance of the work upon the expiration of the one-year period.

NOW THEREFORE BE IT RESOLVED by the Trustees for the Coweta Public Works Authority for Coweta, Oklahoma that:

Section 1. The Trustees for the Coweta Public Works Authority move to accept the work completed related to the Water Treatment Plant sludge removal project and authorize final payment to Hodges Farms & Dredging, LLC for a total amount of \$1,362,414.00.

**ADOPTED BY THE BOARD OF TRUSTEES OF THE COWETA PUBLIC WORKS
AUTHORITY ON THIS 1st DAY OF JUNE 2026.**

Naomi Hogue, Chair

Approved as to form:

Patrick Boulden, Trust Attorney

ATTEST:

Marcy Kilgore, Secretary

MAINTENANCE BOND

KNOW ALL MEN BY THESE PRESENT:

That Hodges Farms & Dredging, LLC, as Principal, and Hodges Farms & Dredging, LLC, a corporation organized under the laws of the State of Westfield Insurance Company and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto **City of Coweta** in the penal sum of One Million Three Hundred Sixty Two Thousand Four Hundred Fourteen Dollars, (\$1,362,414.00) in lawful money of the United States of America, said sum being equal to one hundred percent (100%) of the contract price, for the payment of which, well and truly to be made, we bind ourselves and each of us, our heirs, executors, administrators, trustees, successors, and assigns, jointly and severally, firmly by these presents.

DATE this 6th day of October, 2025.

The condition of this obligation is such that:

WHEREAS, said Principal entered into a written Contract with **City of Coweta** dated October 6, 2025, for

Removal and Disposal of Municipal WTP Lagoon Sludge

all in compliance with the plans and specifications therefore, made a part of said Contract and on file in the office of **City of Coweta**.

NOW, THEREFORE, if said Principal shall pay or cause to be paid to **City of Coweta** all damage, loss, and expense which may result by reason of defective materials and/or workmanship in connection with said work, occurring within one (1) year for all projects from and after acceptance of said project by **City of Coweta** and if Principal shall pay or cause to be paid all labor and materials, including the prime contractor and all subcontractors; and if principal shall save and hold **City of Coweta** harmless from all damages, loss and expense occasioned by or resulting from any failure whatsoever of said Principal, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized so to do, the day and year first above written.

Principal:

Hodges Farms & Dredging, LLC

By

JFB Hodges

Owner

Title

Witness:

Grace Dickinson

Grace Dickinson, Witness to Surety

Surety:

Westfield Insurance Company

By

Kate Zanders

Kate Zanders, Attorney-in-fact & Non Resident OK Agent

