

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

APRIL 1, 2016

9:00 A.M.

The members of the Coweta City Council, and Trustees of Coweta Public Works Authority and Coweta Industrial Trust Authority, met in special session on Friday, April 1, 2016, at 9:00 a.m. in the meeting room of the Best Western Plus Hotel, 13593 South Highway 51, Coweta, Oklahoma 74429.

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

COUNCILMEMBERS/TRUSTEES ABSENT: None.

STAFF PRESENT: Steve Whitlock, David Weatherford, Brittany Long, Jeffrey Beltran, Doug Black, Rob Werley, Greg Collins, Mike Bell, Ron Peterson, Hal Bumgarner, Paula Emmons, Chip Cohrs.

- I. The meeting was called to order by Mayor/Chairman Robert Morton.
- II. Roll call taken. Councilmembers/Trustees present and absent as shown above.
- III. CONSENT

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

City of Coweta:

1. Approved minutes of the Coweta City Council regular meeting held on March 7, 2016.
2. Approved the March 2016 payroll figures for the General Fund in the amount of \$224,105.57 and \$148.00 for the Self-Insurance Fund.
3. Authorized the Mayor to sign a Second Modification to a Parks and Recreation Agreement with the Coweta Youth Sports Association (CYS).
4. Authorized the Mayor to sign a General Warranty Deed to Valent Aerostructures, LLC, for a tract of land and real property located in the NE1/4 of Section 35, Township 18 North, Range 15 East of the Indian Base and Meridian, Wagoner County, State of Oklahoma (the physical address of the property is 26730 East 111th Street South, Coweta, Oklahoma).

Minutes of the Coweta City Council Special Meeting held on April 1, 2016

Coweta Public Works Authority:

1. Approved minutes of the Coweta Public Works Authority regular meeting held on March 7, 2016.
2. Approved the March 2016 payroll figures for the Coweta Public Works Authority in the amount of \$93,077.63 and the Ambulance Fund in the amount of \$46,354.63.

Coweta Industrial Development Authority:

1. Approved minutes of the Coweta Industrial Development Authority regular meeting held on January 4, 2016.

IV. OLD BUSINESS

City Manager Steve Whitlock welcomed everyone to the retreat, and mentioned that the hotel that the meeting was held in is a direct “success” of open discussions that has occurred at previous retreats. Mr. Whitlock then introduced the City Attorney, David Weatherford, and turned the meeting over to him.

Mr. Weatherford asked for everyone present to introduce themselves and state their title. He then discussed the purpose of the stability test and that the results are used for comparative purposes to other cities. He explained and discussed each of the ten (10) categories and asked for each attendee to score Coweta, based on their opinions and thoughts. Each submission was also marked to reflect staff or elected officials. Those were gathered in order to calculate the results.

City Manager Steve Whitlock presented the proposed FY 2016-2017 Capital/Operating Budget for all funds. Mr. Whitlock advised that there would be a 0.7% Environmental Compliance Adjustment rate increase, which would add \$0.46 to the minimum residential utility bill. He also advised that the reserve amount equals \$1,035,763 or 20% of the planned expenditures for FY 2016-2017.

Discussion was held regarding the possible effects the proposed Oklahoma educational tax will have on the City and that there are approximately 150 different tax exemptions offered by the State which costs local entities’ additional revenues.

Councilmember Garman asked for clarification of the differences between GO Bonds and Revenue Bonds. Mayor Morton asked if Calpine is inside the corporate limits. A short discussion was held regarding the participation trend regarding the voluntary rural fire and ambulance membership program.

A brief break was taken between 10:36 a.m. and 10:55 a.m.

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Discussion held regarding how the good things about the City are not reported but the negatives are always known. Open discussion about the things Coweta does well.

Fire Chief Hal Bumgarner stated that the fire department has responded to 2,283 EMS calls and has an average response time of four minutes twenty-six seconds. Each run lasts an average of one hour and twenty-six minutes. At this point, there are nine paramedics on staff, with three additional in training, and twenty-one firefighters that are being cross-trained. Mr. Bumgarner advised that during a cardiac arrest call, there is an 80% survival rate if using paramedics but only 4% for EMTs.

Vice-Mayor Billy Embrey stated that the customer service has increased during his time on Council. City employees also have a helpful attitude toward the citizens of Coweta.

Public Works Director Rob Werley stated that something we do well is working within the budget and being able to adapt to accomplish the task with what we have.

Mayor Morton stated some things that Coweta excels at are finance, accounting, and maintaining clean audits. We also have no bonded debt, besides the water plant. Our city properties and facilities are kept clean and nice looking. City employees are always willing to help, we have the best people in key positions, and we offer continued education for the employees. The communication between the City Council and City Manager is great and Council is always informed and updated on various tasks and projects. We respond quickly and effectively to citizen complaints. The City focuses on economic development which has paid off with a new Wal-Mart, hotel, and the new Coweta Crossing development.

Police Chief Mike Bell stated that Coweta has a safe family friendly environment and we were named one of the 10 safest cities in Oklahoma. The City also has a strong relationship with the schools with programs, like D.A.R.E., and we invest in programs and products to prepare for future growth. The Police Department has gained relationships with surrounding departments and state-level agencies. The department takes care of what we have by remodeling existing building to accommodate future use.

Councilmember Garman's list included the fact that Coweta has a great City Council that works together and caring department heads and staff. Showing respect to our Veteran's by being supportive of placing flags at the cemetery for Memorial Day and having an annual Veteran's breakfast. Having a great and knowledgeable City Attorney that keeps us out of trouble. Having the ability to obtain CDBG grants to improve outdated infrastructure. The fact that Coweta's policies and procedures are being requested and adopted by other cities. Knowing the importance and value of having a Retreat annually.

Librarian Paula Emmons commented on the fact that City employees have a passion for Coweta and desire to accomplish many things. Also, having compassion for the City by printing off tax papers for free and hosting outreach programs like the Free Dump Day.

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Councilmember Steve Sinclair encouraged staff to keep doing what we do and to inform the employees that they are doing a great job and are appreciated.

Councilmember Evette Morris added that the City provides support to the Chamber of Commerce by shutting down streets for the events they host. Having community involvement with various activities. Being able to have an emergency management staff and having other cities use our policies.

City Manager Steve Whitlock adds that it is rare for a City the size of Coweta to have public transportation. Coweta also has a great staff and City Council. We are also municipal incubators by giving policies to other cities. We are able to maintain a stable financial position and lead and manage needed changes. Also, that we have the mind set that we are a team and we work together.

Lunch break occurred from 12:13 p.m. to 12:54 p.m.

City Attorney David Weatherford presented the results of the stability tests and discussed ways to improve our score. He also discussed how to work together and other best practices of municipalities.

City Manager Steve Whitlock presented a few projects that will need to be completed in the near future. These include a new wastewater treatment facility, new public safety facilities on the land that was donated by TJT Enterprises, remodel or new construction of the Fire Department due to water intrusion, a new public works facility, and expansion of the library. He stated that we need to move forward so we can have a better idea for budgeting and planning purposes.

Mayor/Chairman Morton left the meeting at 2:00 p.m.

Fire Chief Hal Bumgarner stated that the water intrusion at the current fire department building is coming through the concrete walls and ground. He has an estimate of \$41,950 to fix the wall with no guarantee it will solve the issue. Also, \$228,000 to demolish the existing building and rebuild a two-story building with potential expansion in the back for a holding cell for the police department.

Public Works Director Rob Werley stated that the current public works site could be used for a future permanent recycling center.

Councilmember Steve Garman asked if the money we receive from Calpine could fund some of these projects.

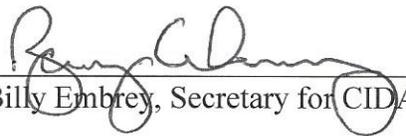
City Manager Steven Whitlock closed the meeting by stating there are a lot of big projects with big expenses.

V. ADJOURNMENT

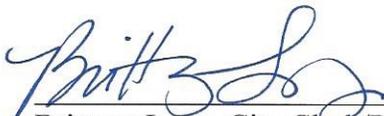
Vice-Mayor Embrey adjourned the meeting at 2:19 p.m.



Robert Morton, Mayor/Chairman



Billy Embrey, Secretary for CIDA



Brittany Long, City Clerk/PWA Secretary

