

ADA PUBLIC WORKS AUTHORITY REGULAR MEETING MINUTES

Date: June 2nd, 2025

Location: 231 S. Townsend

The Ada Public Works Authority met in the Dr. Ray L. Stout City Council Chamber, at the Ada City Hall. The Meeting of the Authority was held immediately following the adjournment of the Ada City Council. Advanced public notice was given by posting the agenda on the City Hall bulletin board and posting on the City of Ada web site on Friday, May 30th, 2025, at 2:05 p.m.

1. Call to order.
2. Roll call, declaration of a quorum being present.

Trustee- Holly Johnson	X	Vice Chairman- Yoli Vazquez	X
Trustee- Don Griffith	X	Chairman- Karen Hudson	X
Trustee- Doug Dow	X		

3. Discussion of and action on Consent Agenda.
 - a. Consideration of the Minutes (May 19, 2025, 5:45 PM Regularly Scheduled meeting).
 - b. Consideration of supplemental appropriations or transfer of appropriations within the Ada Public Works Authority Fund budget.
 - c. Consideration of supplemental appropriations or transfer of appropriations within the Sub-Funds to Ada Public Works Authority Fund budget.
 - d. Consideration of supplemental appropriations or transfer of appropriations within the Special Revenue Funds budget.
 - e. Consideration of Cooperative Agreement with the U.S. Department of Agriculture - Animal and Plant Health Inspection Service - Wildlife Services, for large wildlife removal from the Airport.
 - f. Consideration of Contract for Services with Ada Main Street.
 - g. Discussion of and action on Professional Services Contract with Retail Attractions, LLC.

- h. Discussion of and action on Professional Services Contract with Oculus Strategies, LLC.

Council Member Johnson requested to remove items E through H from the consent agenda.

Motion made by Trustee Johnson to approve the Consent Agenda item A.

Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

4. Discussion of and action on items removed from the Consent Agenda.

Items E through H removed from the consent agenda.

Motion made by Trustee Johnson to continue items E through H until the Special Called Meeting on June 11, 2025, at 4:00 p.m. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

5. Discussion of and action on bids for concrete.

Motion made by Trustee Vazquez to award the bid for concrete to Dolese as the lowest best competitive bid for Ada Public Works Authority. Motion seconded by Chairman Hudson. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

6. Discussion of and action on bids for material hauling.

Motion made by Trustee Vazquez to award the contract for material hauling to Cowboy Trucking, Maud Oklahoma as the lowest best competitive bid.

Motion seconded by Chairman Hudson. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

7. Discussion of and action on bids for mineral aggregate.

Motion made by Chairman Hudson to award the contract for Type A base to Pontotoc Sand and Stone and the contract for type 2 micro surfacing course fill to Ada Aggregate. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

8. Public hearing on proposed budget for Fiscal Year 2025-2026.

Motion made by Trustee Johnson to continue this item until June 11, 2025, at 4:00 p.m. and that new notice be given. Motion seconded by Trustee Hudson. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

9. Discussion of and action on a resolution of the Board of Trustees of the Ada Public Works Authority, A Public Trust, adopting the operating budget for the Fiscal Year 2025-2026.

Motion made by Trustee Johnson to continue this item until June 11, 2025, at 4:00 p.m. and that new notice be given. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

10. Discussion of and action on a resolution establishing miscellaneous fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma.

Motion made by Chairman Hudson to approve resolution # 25-04P establishing miscellaneous fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma. Motion seconded by Trustee Johnson. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

11. Discussion of and action on a resolution establishing water, sewer and solid waste fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma.

Motion made by Trustee Johnson to approve resolution #25-05P establishing water, sewer and solid waste fees and charges as provided by the Code of Ordinances of the City of Ada, Oklahoma. Motion seconded by Trustee Griffith. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson

Motion Carried: 5-0

Nay:

12. Discussion of and action on a resolution of the City Council and the Board of Trustees of the City of Ada and the Ada Public Works Authority, authorizing the investment of idle funds for the City of Ada, Oklahoma.

Motion made by Trustee Dow to approve resolution # 25-06P of the City Council and the Board of Trustees of the City of Ada and the Ada Public Works Authority, authorizing the investment of idle funds for the City of Ada, Oklahoma. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

13. Discussion of and action on extension of Bank Depository Agreement with First United Bank and Trust Company.

Motion made by Trustee Johnson to approve the Consent Agenda. Motion seconded by Trustee Griffith. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

14. Discussion of and action on approval of Engagement Letter with Crawford and Associates, P.C. to provide consulting services and to prepare financial statements for the annual audit of Fiscal Year 2024-2025 for the City of Ada and Ada Public Works Authority.

Motion made by Trustee Johnson to continue this item to June 11, 2025, at 4:00 p.m. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

15. Discussion of and action on Ordinance amending the Employee Retirement System, Defined Contribution Plan for the City of Ada, Oklahoma; providing retirement benefits for eligible employees of the City of Ada, Oklahoma; pertaining to the definition of compensation; providing for repealer and severability.

Motion made by Trustee Dow to approve an ordinance #25-06 amending the Employee Retirement System, Defined Contribution Plan for the City of Ada, Oklahoma; providing retirement benefits for eligible employees of the City of Ada, Oklahoma; pertaining to the definition of compensation; providing for repealer and severability. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

Motion made by Trustee Vazquez to approve the emergency clause for item #15. Motion seconded by Trustee Johnson. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

16. Discussion of and action on Ordinance amending the Employee Retirement System, Defined Contribution Plan for the position of the City Manager for the City of Ada, Oklahoma; providing retirement benefits for eligible employees of the city of Ada, Oklahoma; pertaining to the definition of compensation; providing for repealer and severability.

Motion made by Trustee Johnson to approve ordinance # 25-07 amending the Employee Retirement System, Defined Contribution Plan for the position of the City Manager for the City of Ada, Oklahoma; providing retirement benefits for eligible employees of the city of Ada, Oklahoma; pertaining to the definition of compensation; providing for repealer and severability. Motion seconded by Chairman Hudson Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

Motion made by Trustee Johnson to approve the emergency clause for item #16. Motion seconded by Trustee Vazquez. Chairman Hudson called for a vote. Secretary, Heather Heard called roll, and the result was as follows:

Aye: Johnson, Dow, Griffith, Vazquez, Hudson
Nay:

Motion Carried: 5-0

17. Reports by Authority Manager and/or APWA Staff.

No reports by Authority Manger and/or APWA Staff.

18. Persons to be heard on any matter not on the agenda.

No persons to be heard on any matter not on the agenda.

19. Adjournment.

The meeting of the Ada Public Works Authority adjourned at 7:22 p.m.



Attest:

A handwritten signature in black ink, appearing to read "Heather Heard".

Heather Heard, Secretary

A handwritten signature in black ink, appearing to read "Karen Hudson".

Karen Hudson, Chairman