

# Durant Industrial Authority

## **MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR SCHEDULED MEETING OF MAY 13, 2014 AT 7:00 A.M. IN THE DURANT INDUSTRIAL AUTHORITY CONFERENCE ROOM.**

### **I. Call to Order. – Chairman Tomlinson**

Chairman Tomlinson called the meeting to order at 7:00 a.m., declared a quorum present and opened the meeting. Chairman Tomlinson recognized the following guests present for the Durant Industrial Authority Board Meeting: Jessica Breger – Staff Reporter for the Durant Daily Democrat.

### **II. Opening Invocation. – Nate Morrison in place of Fran Mickle**

### **III. Roll Call. – Cynthia Price**

The following Authority members were present: Ron Bennett, Greg Massey, Nate Morrison, Janet Reed, and Chairman Tomlinson.

The following Authority member was absent: Fran Mickle.

The following support staff members were present: James Dunegan, Tommy Kramer, and Cynthia Price.

The following support staff members were absent: None.

The following guests were present at this month's meeting: Jessica Breger – Staff Reporter for the Durant Daily Democrat.

### **IV. Presentation of Durant Industrial Authority Service Award to Rick Hammel. – Chairman Tomlinson**

Chairman Tomlinson and Tommy Kramer presented Rick Hammel with an engraved clock to commemorate his outstanding service as a member of the Durant Industrial Authority Board.

### **V. Consider Approval of Minutes of the Regular Monthly Meeting on April 8, 2014. – Chairman Tomlinson**

A motion was made by Janet Reed to accept the minutes from the Regular Monthly Meeting on April 8, 2014. This motion was seconded by Greg Massey. The motion was carried by:

Aye: Ron Bennett, Greg Massey, Nate Morrison, Janet Reed, and Chairman Tomlinson.  
Nay: None  
Abstain: None

**VI. Review the Durant Industrial Authority March 2014 Financial Report. – Tommy Kramer**

Tommy Kramer reviewed the March 2014 Financial Report for Durant Industrial Authority Fund 020. The Durant Industrial Authority total cash and receivables, as of March 31, 2014 were \$3,907,774.37. The Fund 020 total current and long term liabilities are \$1,586,983.66 as of March 31, 2014.

Mr. Kramer provided the Board with a summary chart of the 1st Quarter 2014 Oklahoma State Employment Commission Employer's Quarterly Contribution Report for Texoma Manufacturing LLC (\$406,121.97) and PharmcareOK of Durant (\$257,254.55).

The total revenues collected in Fund 020 for March 2014 were \$58,887.75. The total expenses and fund reserve activity was \$40,283.66. The net change in fund balance as of March 31, 2014 is \$18,604.09. The 2013-2014 fiscal year-to-date net change in fund balance as of March 31, 2014 is \$133,177.94.

Economic Development Fund 110 for Job Creation total assets as of March 31, 2014, was \$5,335,242.37 with no liabilities as of March 31, 2014. Fund 110 Account had a surplus deficit in the amount of \$764,899.99 for March 2014. The total liabilities and fund balance as of March 31, 2014, was \$5,335,242.37. The total revenue received for the month of March 2014 was \$81,883.19. The total expenses for the month of March 2014 were \$7,960.50 for new materials to repair the wastewater sewer line and manhole for The Tile Shop Complex. Therefore, the net change in fund balance as of March 31, 2014 was \$81,883.19.

**VII. Consider Approval of Durant Industrial Authority Claims for the Month of April 2014. – Tommy Kramer**

A copy of the April 2014 Durant Industrial Authority Budget Analysis was electronically mailed to each Durant Industrial Authority Board Member on May 6, 2014 for their review prior to the May 13, 2014 regular scheduled meeting of the Durant Industrial Authority.

Tommy Kramer informed the Durant Industrial Authority Board of the April 2014 claims for payment approval. The payroll claims for April 2014 were \$17,277.45. The submitted claim reports for Durant Industrial Authority Fund 020 for the month of April 2014 totaled \$14,674.71.

Items discussed were the following expense claims for Fund 020:

- Durant Area Chamber of Commerce – Copy Machine Rental - \$160.00;
- Durant Area Chamber of Commerce – Office Rent - \$1,225.00;
- AT&T Phone Service (Office, Mobile, Long Distance) - \$161.32;
- JP Morgan Chase – Fuel, Vehicle Maintenance, Training and Travel - \$261.99;
- Arledge & Associates – Audit Fees (Audit of Financial Statements FY 6-30-2013) - \$843.44;
- Five CDBG Loan Payments to Oklahoma Department of Commerce - \$7,020.66;
- Cheryl Jackson – Land Acquisition Payment (principal and interest) - \$2,407.61;
- John Jackson – Land Acquisition Payment (principal and interest) - \$2,407.60;
- Fuelman – Fuel - \$187.09;

A motion was made by Nate Morrison to approve the claims for the month of April 2014. This motion was seconded by Ron Bennett. The motion was carried by:

Aye: Ron Bennett, Greg Massey, Nate Morrison, Janet Reed, and Chairman Tomlinson.  
Nay: None  
Abstain: None

**VIII. Discussion of Durant Industrial Authority 55 Acre Site Improvements. – Tommy Kramer**

Tommy Kramer stated he has contacted four excavation companies and the City of Durant to request written bids for site clearing improvements to the Durant Industrial Authority 55 acre site minus the 8-10 acre fenced construction yard that is currently under lease in the West Industrial Park. The site improvements consist of: 1.) Clearing trees/brush; and 2.) Draining and filling in the two livestock ponds. Mr. Kramer further stated he should receive the written estimates within the next ten days and will present them to the Board for their review at the next regular scheduled meeting on June 10, 2014. Mr. Kramer further stated he has received two inquiries from individuals interested in leasing the site for agricultural grazing purposes. After a general discussion, it was agreed that no action will be taken regarding agricultural leasing until after the site improvements have been completed and the matter can be placed before the Board for further consideration.

**IX. Durant Industrial Authority Information Items:**

**A.) Schedule a Special Called Meeting to Discuss Real Property Purchase. – Chairman Tomlinson**

Chairman Tomlinson questioned the Board as to their availability to attend a Special Called Meeting and enter Executive Session to discuss the purchase of real property. A Special Called Meeting was scheduled for Tuesday, May 24, 2014 at 7:00 A.M.

**B.) Present Oklahoma Department of Commerce Oklahoma's Economic Performance and High Growth Occupations 2013-2023. – Tommy Kramer**

Tommy Kramer contacted the Oklahoma Department of Commerce and requested an economic and workforce projection for Bryan County in response to a request by Greg Massey at the April 8, 2014 meeting. Mr. Kramer provided each board member with a handout entitled 'Oklahoma's Economic Performance' which was prepared by the Oklahoma Department of Commerce. The occupations analysis report compared Bryan County with surrounding counties and the State of Oklahoma. Mr. Kramer highlighted particular sections of the handout pertaining to the Southern WIB Ecosystems, Oklahoma's Education Attainment Differential for New Jobs (2020), and High Growth Occupations and Industries 2013-2023. Mr. Kramer stated Mike Goodwin has agreed to act as the CHAMPION for the development of a Career Pathways Program in Bryan County. Mr. Kramer further stated that Mr. Goodwin has already reached out to all school administrators in Bryan County and invited them to tour Cardinal Glass, the Big Lots Distribution Center, Eagle Suspensions, the Medical Center of Southeastern Oklahoma, Alorica, and other facilities to gain a better understanding of workforce opportunities available in the community.

**X. Durant Industrial Authority New Business**

**A.) Present Survey of Retail Incentive Programs in Oklahoma Communities. – Chairman Tomlinson**

Chairman Tomlinson stated Tommy Kramer and Cynthia Price contacted all the micropolitan economic development departments of 18 Oklahoma communities to determine if they offered a retail incentive program and gather details of how those programs work. A Summary Report was provided to each board member. Five of the communities contacted had retail incentive programs. The survey report included a list of stores incentivized by each of those cities. Chairman Tomlinson stated that several rural communities have experienced a leakage of retail sales tax dollars to larger metropolitan areas while Durant competes with communities in North Texas (Sherman, Allen, McKinney). Chairman Tomlinson stated for Durant to remain competitive, the Board should consider the development of a retail incentive program. Chairman Tomlinson stated one particular retailer which is ranked in the top 20 retail chains nationwide, has expressed interest in locating to either Durant or Ardmore. Chairman Tomlinson stated a retail incentive program could be the deciding factor for such a retail chain to select Durant over another community. Greg Massey stated a retail strategy plan needs to be developed including the Choctaw Nation of Oklahoma so that we are working together and not competing against each other in our city. Mr. Massey stressed the importance of bringing the right people to the table including retail owners from the downtown business district, retail owners from West Durant, and the Choctaw Nation of Oklahoma. Ron Bennett stated retail is more competitive than manufacturing and that has been the focus of the Durant Industrial Authority Board up to this point.

Mr. Bennett stated there is a need for additional research regarding the impact of incentives versus other variables when trying to attract new major retail stores. Mr. Bennett stated the City of Durant has done an excellent job of helping all industry including retailers. No action was taken at this point in time.

- B.)** Chairman Tomlinson stated a draft of the Durant Industrial Authority Budget for Fiscal Year 2014-2015 has been submitted to the City of Durant but has not been formally approved by the Durant City Council. Chairman Tomlinson further stated if any board member would like a copy of the budget draft to contact Tommy Kramer with their request.

**XV. Adjournment.**

Chairman Tomlinson called the Durant Industrial Authority meeting adjourned at 8:08 a.m.