



Durant Industrial Authority

MINUTES OF THE DURANT INDUSTRIAL AUTHORITY MEETING MAY 7, 2018, AT 3:00 P.M.

I. Call to Order – Chairman Martin Tucker

Chairman Tucker called the meeting to order at 3:04 p.m., declared a quorum present, and opened the meeting.

II. Opening Invocation –Janet Reed

III. Roll Call – Paige Murray

The following Durant Industrial Authority members were present: Sean Burrage, Dennis Garrett, Tammye Gwin, Jeff Hammock, Darrell Mendez, Janet Reed, Martin Tucker

The following Support Staff members were present: Paul Buntz and Paige Murray

The following guests were present at this month's meeting: Tim Rundel - City Manager, John Cathey, Larry Miller - Durant Democrat

IV. Consideration and Action – April 9, 2018 Minutes of the Regular Called Meeting – Chairman Tucker

A motion was made by Dennis Garrett to approve. Jeff Hammock seconded the motion. The motion carried by:

Aye: Dennis Garrett, Jeff Hammock, Darrell Mendez, Janet Reed, Martin Tucker

Nay: None

Non-Voting Members: Sean Burrage & Tammye Gwin

V. Review Durant Industrial Authority Financial Report - April 2018 – Greg Buckley

Tim Rundel stated Greg Buckley had a last minute emergency and no one from Treasurer's office could be present to discuss the financial report. Paul Buntz did present a Balance Sheet through March 31, 2018 provided by the Treasurer's Office. Martin Tucker asked if the DIA could use existing Certificates of Deposit for operating expenses. Paul Buntz replied that he talked to Judy Siemens about that and it was being discussed as an option.

VI. Consideration and Action - Durant Industrial Authority Claims - April 2018 – Chairman Tucker

A motion was made by Darrell Mendez to approve the claims for April. Janet Reed seconded the motion. The motion carried by:

Aye: Dennis Garrett, Jeff Hammock, Darrell Mendez, Janet Reed, Martin Tucker

Nay: None

Non-Voting Members: Sean Burrage & Tammye Gwin

VII. Consideration and Possible Action – Approve a Conditional Letter of Intent for Project Hickory Economic Development in the City of Durant – Paul Buntz

Paul Buntz explained the process of moving forward with the conditional letter of intent. Project Hickory requested a TIF, but the City had not previously offered a TIF with the incentives. There would be a different TIF committee than there was for CMC. The TIF Committee will make recommendations to the City Council and the City Council will make the final decision of the TIF bonds. The city council has to approve any incentives in the development agreement. Project Hickory is projecting 140 jobs at \$55,000 average wage within 3 years and is eligible for the Oklahoma Quality Jobs program.

A motion was made by Darrell Mendez to approve the conditional letter of intent. Jeff Hammock seconded the motion. The motion carried by:

Aye: Dennis Garrett, Jeff Hammock, Darrell Mendez, Janet Reed, Martin Tucker

Nay: None

Non-Voting Members: Sean Burrage & Tammye Gwin

VIII. Consideration and Possible Action – Approving an Engagement Agreement with the Center for Economic Development Law Relating to Project Hickory – Paul Buntz

Paul Buntz stated he has been in contact with the TIF lawyer to lay out details, such as a proposed hourly rate. He stated that the firm is one of the most experienced in the state and highly recommends it.

A motion was made by Janet Reed to approve. Dennis Garrett seconded the motion. The motion carried by:

Aye: Dennis Garrett, Jeff Hammock, Darrell Mendez, Janet Reed, Martin Tucker

Nay: None

Non-Voting Members: Sean Burrage & Tammye Gwin

IX. Consideration of Budget for Industrial Authority for FY 2018-2019 – Paul Buntz

Martin Tucker stated that Paul Buntz and Judy Siemens worked on a basic minimum budget for rent, operating expenses, and one full time staff with insurance for the DIA. They passed out a sheet detailing the budget. It is informational only, and they are looking for feedback. This budget does not address where the funds would come from, it just outlines the minimum required to operate the DIA. Discussion about comparable cities and how much DIA directors are usually paid followed.

Martin Tucker stated that if he could get a consensus from the board he could direct Paul Buntz in drafting a final budget in time for City's budget deadlines. Darrell Mendez requested that Paul Buntz make sure the budget accounts for publication costs for marketing industrial prospects to locate in Durant. Tammye Gwin requested that travel and membership fees to events for business recruiting be included at least to Dallas And Houston.

X. Update of Durant Industrial Authority Projects – Paul Buntz

Paul Buntz stated that Project H2O was recently in news because Texas offered an amended incentive to them. He does not expect Project H2O to select Durant as their location.

SteelFab is moving along. Rain has held them up quite a bit, but construction will be complete this summer.

UPS will start their project next month.

The DIA has been getting some requests for large projects. Industrial sites are becoming limited, and need to address the tightening labor market in the area.

Janet Reed stated that the Chamber of Commerce is starting a committee called the Industrial Committee. They have funds available and want to get a feel for the workforce here and how to shape it. They saw the best response for filling jobs openings from television advertising. She asked if the City's quarter cent tax could be used for this purpose. Paul Buntz advised that the city attorney would have to answer that because he thought it was only to be used for infrastructure and direct incentives. Martin Tucker asked Paul Buntz to follow up on that and ask the city attorney about it.

XI. Consider Executive Session for the DIA - Executive Director Job Search (Executive Session Authorized by Title 25, Section 307B.1 of the Oklahoma State Statute) - Chairman Tucker

No action.

XII. Consider Motion to Return to Regular Session - Chairman Tucker

No action.

XIII. Consideration and Action Pursuant to Item XI. Above - Chairman Tucker

No action.

XIV. Durant Industrial Authority New Business – Chairman Tucker

None.

XV. Adjournment – Acting Chairman Tucker

A motion was made to adjourn by Jeff Hammock. Darrell Mendez seconded the motion. The motion carried by:

Aye: Dennis Garrett, Jeff Hammock, Darrell Mendez, Janet Reed, Martin Tucker

Nay: None

Non-Voting Members: Sean Burrage & Tammye Gwin