



Durant Industrial Authority

MINUTES OF THE DURANT INDUSTRIAL AUTHORITY MEETING August 9, 2016 at 7:00 a.m.



- I. Call to Order Chairman Massey**
Chairman Massey called the meeting to order at 7:00 a.m., declared a quorum present, and opened the meeting.

- II. Opening Invocation Janet Reed**

- III. Roll Call Laura Voorhies**
The following Durant Industrial Authority members were present: Chairman Greg Massey, Mayor Steward Hoffman, Billy Blackburn, President Sean Burrage and Janet Reed.

The following members were not present: Tammye Gwin, Jeff Monroe, Kyle McLemore and Darrell Mendez

The following Support Staff members were present: Tommy Kramer and Laura Voorhies.

The following guests were present at this month's meeting: Dan Pennington, Mark Codner, Paul Buntz, Ron Boyer, Donnalla Miller acting City Manager, Earlene Walker City Finance Manager, An Chen Lai City Treasurer and Jacque Wilson City Projects Manager.

- IV. Consideration and Action of the July 12, 2016 Minutes for the Regular Called Meeting..... Chairman Massey**

A motion was made to approve by Stewart Hoffman. Sean Burrage seconds the motion. The motion carried by:

Aye: Chairman Greg Massey, Mayor Steward Hoffman, Billy Blackburn and Janet Reed.
Nay: None
Abstain: Sean Burrage

- V. Consideration and Action of the July 21, 2016 Minutes for the Special Called Meeting..... Chairman Massey**

A motion was made to approve by Janet Reed. Stewart Hoffman seconds the motion. The motion carried by:

Aye: Chairman Greg Massey, Mayor Steward Hoffman, Billy Blackburn and Janet Reed.
Nay: None
Abstain: Sean Burrage

- VI. Update On The Commercial Metals Company Project..... Tommy Kramer**

Tommy Kramer advised to date, CMC has spent over \$100M investing in our community with this project. Currently, CMC is drilling piers and pouring concrete. The finished goods' building, where the equipment will be temporarily housed, is scheduled to be complete by the end of August and the equipment will be arriving in September.

Clay Jones, the field representative for OG&E came to the Durant Industrial Authority (DIA) office to bring a \$9,000 check for the 1.78 acres of easements on the DIA 95 acres of land on McLean Road.

CMC has bi-monthly infrastructure meetings, in person or via conference call and the CMC team is moving forward and the current issue is the water/sewer infrastructure with the City. The Oklahoma Department of Transportation (ODOT)

needs the water/sewer issues finalized so they may begin their work. ODOT has advised that they will begin their bid process the beginning of October. CMC had given us an extension for city water/sewer service until December 1, 2016. Bob Weinhoffer met with the Secretary of Commerce, the ODOT director and the Tax Commissioner to update them on the project and they are all on board and moving forward in support of the Durant CMC project.

Jacque Wilson advised that the City has received the 7.5 acres that has been deeded to the City and he plans to send that information to ODOT so they can begin bidding the road work.

Tommy Kramer also advised that AT&T is on board with relocations of their phone lines and Plyler Construction won the bid to build the office, scale house and employee welfare area. Tommy also met with Jay Perry and ODOT in regards to Sawmill Road and within 24 hours the road work had begun.

Tommy Kramer was informed today that on August 16, 2016 a group of CMC top managers from the CMC America Corp will be coming to Durant to tour the community and look over the project construction.

Tommy Kramer spoke with Stuart England and the TIF documents should be completed by the end of August. The banks are on board and the letters of intent are completed as to fund the TIF.

VII. Update and Review of the BrucePac Workforce Forgivable LoanTommy Kramer

Tommy Kramer advised the loan is completed and the \$700,000 check was sent to BrucePac on July 23, 2016. They have already met the criteria for the workforce loan and will provide quarterly reports over the next seven years to the DIA office.

VIII. Review the Durant Industrial Authority Financial report for month ending June 30, 2016Chairman Massey

Tommy Kramer reviewed the Financial Report as of May 31, 2016 for the Durant Industrial Authority:

- A. The Durant Industrial Authority-Fund 020 Cash, Current Receivables & Liability Summary was:
Cash Accounts \$1,307,753.68 + Current Receivables \$1,382,017.37 = Total: \$2,689,771.05
Current Liabilities \$17,292.53 + Long Term Debt \$1,294,019.58 = Total: \$1,311,312.11
- B. The Durant Industrial Authority-Fund 020 Income and Expense Statement showed:
Total Revenues \$37,027.93 - Expenses & Fund Reserve \$48,200.83 = Net Change in Fund Balance: (\$11,172.90)
- C. The Economic Development-Fund 110 Balance Sheet showed:
Total Assets: \$2,821,264.25 and Total Liabilities \$600.00
Total Liabilities & Fund Balance \$2,821,264.25
- D. The Economic Development-Fund 110 Income & Expense Statement revealed:
Total Revenue \$88,028.99 and Total Expenses \$83,481.99
Net Change in Fund Balance: \$4,547.00
- E. ED Fund 110 Cash Flow Statement Reviewed

IX. Consider Approval of Durant Industrial Authority Claims Month Ending July 31, 2016Tommy Kramer

Tommy Kramer reviewed the July 2016 Financial Report for the Durant Industrial Authority:

◇ Durant Area Chamber – Copies and Office Rent.....	1,385.00
◇ AT&T – Mobility (Cingular) Cell Phone	52.69
◇ AT&T – Office Phone.....	10.94

◇ Conway Data	980.00
◇ JP Morgan – Journal Record Ad	1,199.00
◇ JP Morgan – Office Supplies	124.97
◇ JP Morgan – Vehicle Maintenance	10.00
◇ JP Morgan – Meetings/Food	440.16
◇ Arledge & Associates – Audit fees	294.27
◇ Lucinda French – Office Cleaning	30.00
◇ Oklahoma Department of Commerce – CDBG Loan Payments.....	7,020.66
◇ Cheryl Jackson – Cardinal Glass Land Principal/Interest.....	2,407.61
◇ John Jackson – Cardinal Glass Land Principal/Interest	2,407.60

A motion was made to approve by Janet Reed. Sean Burrage seconds the motion. The motion carried by:

Aye: Chairman Greg Massey, Mayor Steward Hoffman, Janet Reed and Billy Blackburn.
Nay: None
Abstain: Sean Burrage

X. Consider to Sell 20 Acres of Durant Industrial Authority Land..... Chairman Massey

Tommy Kramer advised that Billy Sprouse came to his office to request purchasing the 20 acres of DIA land on Country Club Road. Kevin Dale currently has an agricultural cattle lease on the land.

Greg Massey stated that his thoughts are that the land was purchased for industrial use and new job creation. The DIA is not in the land real estate business.

Sean Burrage and Billy Blackburn both stated that they agreed, it should be for industrial development use only.

A motion was made to deny the request by Janet Reed. Sean Burrage seconds the motion. The motion carried by:

Aye: Chairman Greg Massey, Mayor Steward Hoffman, Janet Reed and Billy Blackburn.
Nay: None
Abstain: Sean Burrage

**XI. Consider and Action to Change the Schedule of the Durant Industrial Authority Monthly Meeting
..... Chairman Massey**

Chairman Massey advised that the Governor’s Economic Development Marketing Team (GEDMT) meeting is on the same day the DIA meetings, the second Tuesday of each month. I believe it is important for Tommy Kramer and Tammy Gwin to attend these meetings in Oklahoma City.

Tommy Kramer stated that he was on the GEDMT board, but if you miss 5 or more meetings you are removed.

Mayor Hoffman advised that the meeting must be held prior to the City Council meeting each month.

Chairman Massey suggested the second Monday of each month at 3:00 pm and will adjust for holidays.

A motion was made to approve by Janet Reed. Jeff Monroe seconds the motion. The motion carried by:

Aye: Chairman Greg Massey, Mayor Steward Hoffman, Janet Reed, and Billy Blackburn.
Nay: None
Abstain: Sean Burrage

XI. Consider Executive Session for Review and Evaluation of Executive Director (Executive Session Authorized by Title 25, Section 307B(1) of the Oklahoma State Statutes).....Chairman Massey

Chairman Massey suggested there be no action due to Darrell Mendez, who is the head of the review committee not being present.

No Action

XII. Consider Motion to Return to Regular Session Chairman Massey

No Action

XIII. Consideration and Action Pursuant to Item XI Above.....Chairman Massey

No Action

XIV. Durant Industrial Authority New Business.....Chairman Massey

Tommy Kramer advised that he and Mike Garrison, Operations Manager for The Tile Shop, toured the old Clint Williams peanut facility on Waldron Drive, for a possible temporary storage warehouse. The Tile Shop re-bid their 88,000 sf building this week, Plyler Construction won the bid and it will be funded with New Market Tax Credits.

The Cornerstone building is being rehabilitated for Project Web and the closing is set for September 2016. Mr. Sullivan, the current owner is working with FEMA on correcting their documentation in regards to flood plains.

Cardinal Glass' new 112,000 sf distribution center and warehouse will be complete by the end of August.

The national big box retail grocery store project has accepted Durant as their home. The project will include an approximately 60,000 sf grocery store, gas station and retail stores. There are currently eight properties under contract for this project and Tommy Kramer is working with the civil engineer and Mayor Hoffman in regards to vacating the city street and utility easements, rezoning and widening West Main Street.

Gaming Capital Group has completed their new facility and have moved out of the old Goody's building on Radio Road.

Jacque Wilson stated that they are working through where the OG&E transmission line easements will go for the CMC project. The City wants to be sure that the eleven easements are in the best location for future growth and once that is completed, we will move forward.

XV. AdjournmentChairman Massey

A motion was made to approve by Sean Burrage. Janet Reed seconds the motion. The motion carried by:

Aye: Chairman Greg Massey, Mayor Steward Hoffman, Billy Blackburn and Janet Reed.

Nay: None

Abstain: Sean Burrage