

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting was filed with the City Clerk of Durant on the 12th day of November, 2019 and that an agenda of said meeting was posted at the place of such meeting at 2:45 p.m. on July 9, 2020.

**MINUTES OF THE REGULAR MEETING OF THE DURANT INDUSTRIAL AUTHORITY
OF August 4, 2020 AT 3:00 PM, Roscoe J. Hatfield Council Chambers, 300 West
Evergreen, Durant, Oklahoma**

Edwin Boothe was sworn in as trustee prior to the beginning of the meeting.

1. Call to Order

Chairman Chris Pierce called the meeting to order at 3:02 p.m.

2. Roll Call

Attended in Person:

Trustee Edwin Boothe
Trustee Jeff Shattuck
Vice Chairman Jeff Hammock

Attended Via Zoom:

Trustee Brandon Johnson
Chairman Chris Pierce
Advisory Member Tammye Gwin

Absent:

Trustee Steve Brittingham
Trustee Ashley Stuteville
Advisory Member Mike Goodwin

3. Opening Invocation

Chairman Pierce provided the invocation.

4. Consideration and Action - Approval of Minutes of Regular Meeting of July 13, 2020

APPROVED

Motion was made by Vice Chairman Hammock and seconded by Trustee Shattuck to approve the regular called meeting minutes of July 13, 2020 contingent upon the correction of the minutes to reflect that Ashley Stuteville is a trustee not an advisory member.

Ayes: Boothe, Hammock, Johnson, Shattuck

Abstain: Pierce

Nay:

5. Review of Industrial Authority Financial Reports

Trustee Johnson presented the Authority Financial Reports.

6. Consider and Action – Durant Industrial Authority Claims – July 2020

APPROVED

| | |
|-------------------------------------|--------------------|
| ○ Cheryl Jackson | \$2,407.60 |
| ○ Durant Area Chamber of Commerce | \$1,385.00 |
| ○ Loucinda French | \$55.00 |
| ○ Jennifer Taylor | \$150.00 |
| ○ John Jackson | \$2,407.61 |
| ○ The Journal Record Publishing Co. | \$5,100.00 |
| ○ Oklahoma Department of Commerce | \$2,083.34 |
| ○ Oklahoma Department of Commerce | \$1,666.67 |
| ○ Oklahoma Department of Commerce | \$1,666.48 |
| ○ Oklahoma Department of Commerce | \$1,250.00 |
| ○ Oklahoma Department of Commerce | \$354.17 |
| ○ W. Brown Enterprises, Inc. | \$20,027.70 |
| ○ TOTAL | \$38,553.57 |

Motion was made by Vice Chairman Hammock and seconded by Trustee Johnson to approve the July 2020 claims as presented.

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None

7. Consider and Take Action on Hiring an Attorney to Revise DIA Bylaws

APPROVED

Chairman Pierce addressed the Authority Board and stated his recommendation was to digitize the bylaws and the trust indenture making them searchable. There would be no changes to the language of the documents. The estimated cost would be \$200.00.

Chairman Pierce and Lisa Taylor will obtain price quotes from Attorney Matt Mickle and the Center for Economic Development Law in Oklahoma City and select the best quote.

Motion was made by Vice Chairman Hammock and seconded by Trustee Shattuck to approve hiring an attorney to revise the DIA Bylaws and Trust Indenture.

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None

8. Consider and Take Action on the Adoption of the 2020 Strategic Plan

APPROVED

Executive Director Lisa Taylor addressed the Authority Board and stated the mission statement is unchanged.

Motion was made by Vice Chairman Hammock and seconded by Trustee Shattuck to adopt the 2020 Strategic Plan.

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None

9. Consider and Take Action on Easement Request from Rural Water and Sewer District #5

TABLED

Executive Director Lisa Taylor addressed the Authority Board and stated Rural Water and Sewer District #5 had requested an easement from UPS out across a parcel of vacant property owned by the DIA. Ms. Taylor stated there is an existing easement. The requested easement would be across the existing easement. Ms. Taylor stated she still has not received the proper legal description from Rural Water and Sewer District #5.

Motion was made by Vice Chairman Hammock and seconded by Trustee Shattuck to table item.

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None

10. Consider and Take Action on Request for Support from Lost Street Brewery

APPROVED

Executive Director Lisa Taylor addressed the Board and stated Lost Street Brewery is located in an industrial zone. They are listed as a manufacturer and 90% of what they do will be manufacturing/making beer. Scott DeWald, owner of Lost Street Brewery, provided Ms. Taylor and the DIA Board with a letter detailing several infrastructure projects for his business. Ms. Taylor stated all of the listed infrastructure projects could be paid for with sales tax dollars. The improved infrastructure would stay with the building even if the building tenant would change in the future. The city will provide the labor for new sidewalks at the business if material costs are otherwise covered. Scott DeWald, owner of Lost Street Brewery, addressed the board and stated the need for infrastructures improvements on the north and east side of the building. Mr. DeWald expects to open the Lost Street Brewery in mid-October 2020. Ms. Taylor stated the City

of Durant agreement to provide labor would not extend to private property or other Lost Street property. Any such work would need to be contracted out.

Motion was made by Vice Chairman Hammock and seconded by Trustee Johnson to grant request for \$25,000 for infrastructure improvements as described.

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None

11. Consider and Take Action on Request for Support for the Downtown Lighting Project

APPROVED

Curtis Armor addressed the Authority Board and stated he is seeking support for the project and partial funding. Executive Director Lisa Taylor and Chairman Pierce expressed their support for the project. Funding could not come from sales tax. Mr. Armor described the area proposed for this project. The preliminary cost is \$135,000. The City of Durant would pay for electrical costs and maintain the LED bulbs. Discussion followed. Trustee Johnson asked Mr. Armor to provide the Authority Board with what the phases would look like if the project went in that direction. Trustee Hammock asked that Mr. Armor disclose to the Authority Board what financial commitments have been received from other community partners for this project before a decision is made. City Manager John Dean addressed the Authority Board and requested a motion be made to support the project without referring to cost stating it would be beneficial for other partners.

Motion was made by Trustee Hammock and seconded by Trustee Shattuck to express support for the Downtown Lighting Project.

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None

12. Information Items

a. Executive Director's Report

Executive Director Lisa Taylor presented her report to the Board. Ms. Taylor stated she would like to enhance the website by adding videos of property for sale and business owner testimonials.

13. New Business

There was no new business.

14. Adjournment

Motion was made by Vice Chairman Hammock and seconded by Trustee Shattuck to adjourn meeting.

Motion Passed with the following vote:

Ayes: Boothe, Hammock, Johnson, Shattuck, Pierce

Nay: None