

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED JULY 8, 2021 AT 10:10 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JULY 12, 2021**

**PRESENT: CHAIR WILLIAM H. JOYCE AND TRUSTEES JOHN WEDLAKE AND
CHRISTIE HAWKINS**
ABSENT: VICE CHAIR ALANE ZANNOTTI AND TRUSTEE AMY DZIALOWSKI

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 6:10 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of June 21, 2021

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE WEDLAKE TO APPROVE THE
CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, HAWKINS-YEA. NAY-NONE. MOTION
CARRIED WITH THREE YEA VOTES.

3. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. GENERAL ORDERS

- a. Approve the carry forward of budget appropriations from FY21 to FY22

Finance Director Christy Cluck reported on the carry forward budget appropriations from FY21 to
FY22 in the City Council meeting.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE WEDLAKE TO APPROVE THE
CARRY FORWARD OF BUDGET APPROPRIATIONS FROM FY21 TO FY22 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, HAWKINS-YEA. NAY-NONE. MOTION
CARRIED WITH THREE YEA VOTES.

- b. Update on upfront financing for Tax Increment Financing Districts development projects

Deputy City Manager Melissa Reames gave an update on the upfront financing for Tax Increment Financing Districts development projects. She gave an overview of the recommended action plan as follows:

- Develop and adopt a city-wide reserve policy
- Include criteria for intra-fund loans based on best practice reserve targets
- Review and update the SUA transfer policy
- Develop and adopt a city-wide economic development policy
- Review and approve future intra-fund loans related to economic development on a project-by-project basis pending development and adoption of the above items.

No action was taken on this item.

- c. Appoint Center for Economic Development Law as special counsel for tax increment financing projects and matters

Interim City Attorney Kimberly Carnley recommended appointing the Center for Economic Development Law as special counsel for tax increment financing projects and matters. She stated the City charter authorizes special appointments of this type that allows them to work directly with City staff. Ms. Carnley reported the City has used this group in the past and has a good working relationship.

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE HAWKINS TO APPOINT CENTER FOR ECONOMIC DEVELOPMENT LAW AS SPECIAL COUNSEL FOR TAX INCREMENT FINANCING PROJECT AND MATTERS.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH THREE YEA VOTES.

6. REPORTS FROM OFFICERS & BOARDS

- a. Miscellaneous items from General Counsel: No report.
- b. Miscellaneous items from General Manager: No report.
- c. Miscellaneous items from Trustees: No report.
 - i) Discussion about scheduling items for future meetings

7. QUESTIONS & INQUIRIES

None.

8. ADJOURN

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE WEDLAKE TO ADJOURN THE JULY 12, 2021 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, WEDLAKE-YEA, HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH THREE YEA VOTES.

The regular meeting of the Stillwater Economic Development Authority adjourned at 6:21 p.m.

**WILLIAM H. JOYCE, CHAIR
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY**

**TERESA KADAVY, SECRETARY
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY**

DRAFT