

# Durant Industrial Authority

## MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR CALLED MEETING OF June 9, 2015, AT 7:00 A.M. IN THE DURANT INDUSTRIAL AUTHORITY CONFERENCE ROOM.

### **I. Call to Order – Chairman Greg Massey**

Chairman Greg Massey called the meeting to order at 7:05 a.m., declared a quorum present and opened the meeting.

### **II. Opening Invocation – Mayor Hoffman**

### **III. Roll Call – Julie Ingram**

The following Durant Industrial Authority members were present: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.

The following Durant Industrial Authority member was absent: Janet Reed

The following support staff members were present: James Dunegan, Julie Ingram and Tommy Kramer.

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

### **IV. Consider Approval of Minutes of the Regular Monthly Meeting on May 12, 2015 – Chairman Massey**

A motion was made by Nate Morrison to approve the May 12, 2015 minutes. The motion was seconded by Mayor Hoffman. The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.

Nay: None

Abstain: None

**V. Review the Durant Industrial Authority April 30, 2015 Financial Report - Tommy Kramer**

Tommy Kramer reviewed the April 2015 Financial Report for Durant Industrial Authority Fund 020. The Durant Industrial Authority Cash, Current Receivables and Liability Summary were, for Cash Account \$1,317,835.98, Total Current Receivables were \$1,683,794.09, and the Total Cash and Receivables were \$3,001,630.07 as of April 2015. The Fund 020 total Current and Long Term Liabilities were, Current Liabilities \$25,789.17, Long Term Debt Liabilities were \$1,433,561.53, and Total Current and Long Term Liabilities were \$1,459,350.70 as of April 2015.

The Total Revenues collected in Fund 020 for April 2015 were \$32,834.71. Mr. Kramer noted that all the revenue is routine. Durant Industrial Authority is still receiving the monthly payment of \$2,000.00 for Property Lease Revenue from Dixie Mat, Inc. The total expenses and Fund Reserve activity was \$40,607.60, leaving a negative fund balance of (\$7,772.89). Mr. Kramer noted that the Durant Industrial Authority funded from the 020 account \$30,211.75 for repairing the Texhoma Truss Stahl building and a donation of \$50,000 was made to the Magnolia Festival for building the wrought-iron fence at the Bryan County Fairgrounds. The Year to Date Net Change Negative Fund Balance is (\$168,583.72).

Economic Development Fund 110 for Job Creation total assets as of April 2015 was \$5,758,492.12 with no liabilities as of April 2015. Income and Expense Statement Fund 110 for April 2015 Total Revenue is \$86,950.15 with no expenses, leaving a fund balance of \$86,950.15. Mr. Kramer pointed out the first payment to Hitchcock Distributing has been made for \$6,257.50 for the sewer line extension and building permit. The Economic Development Administration Grant match transfer was made for \$500,000 to Southeastern Oklahoma State University water tower project. Mr. Kramer noted the first payment for Waldron Drive has been paid for the new concrete industrial road to the airport. The Durant Industrial Authority had committed \$630,000 and we've paid \$209,343.46 to-date. Mr. Kramer noted that we still owe for the Crawford Road Project of \$110,000 and Hitchcock Project for \$34,000. This leaves the Net Change in Fund balance of \$86,950.15 for the month of April 2015.

**VI. Consider Approval of the Durant Industrial Authority Claims for the Month of April 2015 - Tommy Kramer**

A copy of the May 2015 Durant Industrial Authority budget analysis was electronically mailed to each Durant Industrial Authority Board Member; for their review prior to the June 9, 2015 regular scheduled meeting.

**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 Office Phone - \$9.33
- Conway Data – Publications May 2015 Site Selection - \$904.40
- JP Morgan Chase- Postage and UPS Store - \$16.00
- JP Morgan Chase – Publications Misc.- \$114.00
- JP Morgan Chase – Office Supplies - \$201.74
- JP Morgan Chase – Fuel - \$14.50
- JP Morgan Chase – Training & Travel Expenses - \$2,598.96
- Fuel Man - Fuel - \$82.20
- Pat Phelps – Consulting Fee Legal Services - \$35.00
- Best Buy Auto Glass – Vehicle Maintenance Replace Windshield - \$198.00
- 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
- Imagine Durant – E.D. Promotion One Time Pledge for Membership - \$25,000

A motion was made by Darrell Mendez to approve the claims for the month of April 2015  
This motion was seconded by Ron Bennett.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle,  
and Nate Morrison.  
Nay: None  
Abstain: None

**VII. Consider Approval of the Durant Industrial Authority Fiscal Year (2015–2016)  
Budget –Chairman Massey**

Mr. Kramer reported that the Durant Industrial Authority Budget has changed for Fiscal Year 2015-2016. The Durant Industrial Authority will cash in a Certificate of Deposit for \$400,000 to cover the budget for Fiscal 2015-2016 year. Mr. Kramer also reported that in seventeen years, the Durant Industrial Authority has not exceeded the 020 Budget Expenses. Chairman Massey reported that the City of Durant will continue to provide the Durant Industrial Authority the revenue in the future. At this time, the city needs to use the funds for other projects that need to be addressed in Fiscal Year 2015-2016.

A motion was made by Ron Bennett to approve the Durant Industrial Authority Fiscal Year 2015-2016 Budget. This motion was seconded by Nate Morrison.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle,  
and Nate Morrison.  
Nay: None  
Abstain: None

**VIII. Consider Approval of Durant Industrial Authority Annual Contract Fiscal Year (2015-2016) with the Durant City Utility Authority – Chairman Massey**

Mr. Kramer reported that the Durant Industrial Authority Annual contract for Fiscal Year 2015-2016 had no major changes. The Durant Industrial Authority was cashing in a \$400,000 Certificate of Deposit for one year of 020 funding. The contract funding is listed in item # 7.

Mayor Hoffman reported that in the contract the spelling of his first name was not correct and it needs to be corrected. The contract was drafted by the Durant city attorney.

A motion was made to approve the Annual Contract for Fiscal Year (2015-2016) with the Durant City Utility Authority by Nate Morrison. It was seconded by Fran Mickle.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.  
Nay: None  
Abstain: None

**IX. Discussion and Consideration of Entering into Executive Session for purchases of Industrial Land and Building Site's, according to Title 25, Section 307 (1) - Chairman Massey**

A motion was made by Nate Morrison to enter into Executive Session to discuss Project Clark. The motion was seconded by Darrell Mendez.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.  
Nay: None  
Abstain: None

**X. Consider Motion to Return to Regular Session –Chairman Massey**

A motion was made by Fran Mickle to return to Regular Session. This motion was seconded by Darrell Mendez.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.  
Nay: None  
Abstain: None

## **XI. Consider Action Pursuant to IX - Chairman Massey**

Chairman Massey stated for the record, Project Clark Industrial Land and Building Site information was presented to the board and no action was taken at this meeting.

## **XII. Consider Funding of Industrial Access Road for Project Clark – Chairman Massey**

Chairman Massey stated this agenda item would require a motion to be approved with a letter of intent from Project Clark. The Durant Industrial Authority would provide funding for an Industrial Access Road for Project Clark. Mr. Kramer reported that the funding would be used to rebuild 2 miles of Old East Main from George Washington Elementary School to Sawmill Road. There will be a 4" overlay for 1.4 miles. At the new plant entrance, the road would require a total rebuild with new base rock and add road width for two turn lanes to get on and off the US-70 bypass. This would be the second part of the Project at a cost of \$825,000 with a total project cost of \$1.3M.

A motion was made to approve the Funding of Industrial Access Road for Project Clark by Ron Bennett. The motion was seconded by Mayor Hoffman.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.  
Nay: None  
Abstain: None

## **XIII. Durant Industrial Authority New Business – Chairman Massey**

Chairman Massey noted that the Agenda for the Special Called Durant Industrial Authority Meeting on Friday, June 12, 2015 at 7:00 am would be posted today. Mr. Kramer reported a reminder of the Hitchcock Distributing Center Groundbreaking Ceremony will be Wednesday, June 10th, at 1:00 pm, at 2901 West Arkansas Street. Chairman Massey reported that Imagine Durant is having their first Public Meeting and Dialogues this Saturday at the Durant High School. Mr. Kramer reported that the Annual Report is completed for the Durant Industrial Authority and he will be distributing the reports this week.

## **XIV. Adjournment**

Nate Morrison made a motion for the meeting to be adjourned at 8:52 a.m. The motion was seconded by Ron Bennett.

The motion was carried by:

Aye: Ron Bennett, Mayor Hoffman, Greg Massey, Darrell Mendez, Fran Mickle, and Nate Morrison.  
Nay: None  
Abstain: None