

Durant Industrial Authority

MINUTES OF THE DURANT INDUSTRIAL AUTHORITY REGULAR CALLED MEETING OF NOVEMBER 10, 2015, AT 7:00 A.M. IN THE DURANT INDUSTRIAL AUTHORITY CONFERENCE ROOM.

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 –Vice Chairman Hoffman

III. Roll Call – Cindy Price

The following Durant Industrial Authority members were present: Ron Bennett, Mayor Hoffman, Chairman Massey, Kyle McLemore (newly sworn in member), Darrell Mendez, Fran Mickle, Nate Morrison, and Janet Reed.

The following Support Staff member was present: Tommy Kramer.

The following Support Staff member was absent: Laura Voorhies

The following guests were present at this month's meeting: Judge Ken Rainbolt, Sarah Sherrer- Interim City Manager of Durant, Cindy Price-Durant City Clerk, Ann Chin Lai-Durant City Treasurer, Nathan D. Ellis-The Public Finance Law Group, PLLC, Jon Wolfe - Municipal Finance Services, Inc., and Barbara Kramer.

IV. Accept Resignation of Ron Bennett from Durant Industrial Authority Board

A motion was made by Nate Morrison to accept the resignation of Ron Bennett. Mayor Hoffman seconded the motion. The motion passed unanimously.

A. Presentation of Award to Ron Bennett in Recognition of His Years of Service on Durant Industrial Authority Board. – Chairman Massey and Vice Chairman Hoffman

Chairman Massey stated that no one on the Durant Industrial Authority Board has served in a better capacity than Ron Bennett and that Ron is a man of great character. Chairman Massey thanked Ron Bennett for his 17 Years of service and was presented with a clock from the Durant Industrial Authority Board members. Ron said it had been an education to serve in this capacity and the Team Durant effort involved is just amazement. Ron said, "The momentum needs to continue."

V. Swearing –in Ceremony of Kyle McLemore, President of Landmark Bank to Fill Seat Vacated by Ron Bennett. – Judge Ken Rainbolt

Chairman Massey asked for a motion to accept Kyle McLemore and a replacement for Ron Bennett. The motion was made by Nate Morrison and seconded by Janet Reed. The motion carried unanimously. Judge Ken Rainbolt performed the swearing-in ceremony of Kyle McLemore as the newest member of the Durant Industrial Authority Board. He will be taking the place of Ron Bennett who is resigning.

VI. Consider Approval of Minutes for the Regular Monthly Meeting of October 13, 2015 – Chairman Massey

Chairman Massey asked for a motion to approve the October 13, 2015 minutes. The motion was made by Nate Morrison and a second by Darrell Mendez. The motion carried by:

Aye: Mayor Hoffman, Chairman Massey, Darrell Mendez, Janet Reed, and Kyle McLemore
Nay: None
Abstain: Fran Mickle

VII. Consider Approval of the Durant Industrial Authority 2016 Schedule of Meetings – Chairman Massey

A motion was made to approve the Durant Industrial Authority 2016 Schedule of Meetings by Darrell Mendez. Fran Mickle seconded the motion. The motion carried by:

Aye: Mayor Hoffman, Chairman Massey, Darrell Mendez, Janet Reed, and Kyle McLemore, Nate Morrison, and Fran Mickle
Nay: None
Abstain: None

VIII. Present Update of the Hitchcock Distribution Center Building Permit – Tommy Kramer

Tommy Kramer provided a brief history of the Hitchcock Distribution Center Building Project. As of last week, Plyler Construction was selected as the contractor. The DIA paid for the extension of the water line as well as the city building permit in the amount of \$5,943.00 This project was budgeted for \$40,000.00 and is expected to come in under budget. This is a \$3 million dollar investment and will retain 34 jobs in the community.

IX. Present Update of the New Durant Tile Shop Distribution Center Project – Tommy Kramer

Tommy Kramer provided a brief history of the New Durant Tile Shop Distribution Center Project. The Tile Shop Corporation went from private to public when they opened their facility in Durant. The Tile Shop slowed this project and eventually put the project on hold pending approval of the Community Development Block Grant (CDBG). David Keese drafted the Memorandum of Understanding (MOU). When the funding is in place, the Distribution Center building will go out for bid. All liability is on the tenant during construction and funding. The Tile Shop has agreed to create 29 new jobs as a qualifier to receive the \$1,000,000.00 Commercial Development Block Grant.

X. Present Update of Commercial Metals Company Project –Chairman Massey

Commercial Metals Company is excited to come to Durant. Tommy Kramer met with four CMC Engineers to develop site plans for the project. The Commercial Metals Company complimented the city staff for their friendliness and service. Tommy Kramer stated that R&D Maintenance & Repair, LLC was the winning bidder to demolish the four houses on the land purchased for Commercial Metals Company and there is one house left to be demolished by November 15, 2015.

Cheryl Vinall Denney, attorney with McAfee & Taft met with Commercial Metals and is developing a Tax Increment Financing (TIF). There is a fourth Tax Increment Financing Meeting on November 19, 2015 at 3:30 P.M. in the Durant Industrial Authority Conference Room. There is also a “Town Hall” meeting scheduled for November 19, 2015 at 6:00 P.M. at the Donald W. Reynolds Community Center and Library to present the Commercial Metals Company to our community.

XI. Consider Acceptance of Commercial Metals Company Tax Increment Finance Engagement Letter from Nate Ellis and Jon Wolff – Chairman Massey

This item was tabled. Chairman Massey stated he did not have adequate time to review the proposed contracts from the Public Finance Law Group PLLC and Municipal Finance Services, Inc. Chairman Massey did allow Nate Ellis from the Public Finance Law Group and Jon Wolfe from Municipal Finance Services to define the nature and scope of the services they could provide for the City and the Durant Industrial Authority.

XII. Review the Durant Industrial Authority September 2015 Financial Report – Tommy Kramer

Tommy Kramer reviewed the September 2015 Financial Report for Durant Industrial Authority – Fund 020.

- A. The Durant Industrial Authority-Fund 020 Cash, Current Receivables & Liability Summary was:
Cash Accounts \$1,349,434.47 + Current Receivables \$271,687.50 = Total: \$2,925,451.16
Current Liabilities \$61,011.79 + Long Term Debt \$1,386,587.44 = Total: \$1,447,599.23
- B. The Durant Industrial Authority-Fund 020 Income and Expense Statement showed:
Expenses & Fund Reserve \$73,029.48 - Total Revenues \$38,917.31 = Net Change in Fund Balance: (\$34,112.17).
- C. The Economic Development Fund 110 Balance Sheet showed:
Total Assets: \$2,404,079.15 and Total Liabilities: \$2,404,079.15
Total Liabilities & Fund Balance \$2,404,079.15
- D. The Economic Development Fund 110 Income & Expense Statement revealed:
Total Revenue \$96,139.11 and Total Expenses \$118,550.66
Net Change in Fund Balance: (\$22,411.55)

XIII. Consider Approval of the Durant Industrial Authority Claims for the Month of October 2015-Tommy Kramer

- Durant Area Chamber of Commerce Copy Machine Rental - \$160.00
- Durant Area Chamber of Commerce Office Rent - \$1,225.00
- AT&T Office Phone - \$9.99
- AT&T Mobility – Cell Phone: \$52.37
- Crawford & Associates – Audit Fees - \$3,408.91
- Homer Miller Company Publication Pens - \$315.07
- JP Morgan Chase – Membership For Texas Conference - \$280.00
- Fuelman - Fuel - \$76.10
- Bobby Brewer – Janitorial SE Cleaning for Durant Industrial Authority Office - \$30.00
- Hart’s Custom Cabinets – E.D. Chair Rail - \$350.00
- Cheryl Jackson – Land Acquisition Payment (principal and interest) - \$2,407.61
- John Jackson – Land Acquisition Payment (principal and interest) - \$2,407.60
- Oklahoma Department of Commerce –Community Development Block Grants: - \$7020.66

Chairman Massey asked for a Consideration for Approval for the October 2015 Claims. A motion was made by Mayor Hoffman and a seconded by Kyle McLemore.

The motion carried by:

Aye: Mayor Hoffman, Chairman Massey, Darrell Mendez, Janet Reed, Darrell Mendez, Fran Mickle, and Nate Morrison
Nay: None
Abstain: None

IX. Durant Industrial Authority New Business – Chairman Massey

Janet Reed provided an overview of Chamber events scheduled for November and December 2015, which include a Chili Cook-Off on November 14, 2015, the Durant Christmas Parade on December 1, 2015 and the first ever Christmas Chamber Mixer on December 10, 2015.

Janet Reed announced the Chamber Banquet would be held on January 22, 2016 at the Choctaw Resort.

Tommy Kramer stated there will be a regional meeting of the Oklahoma Center for Advancement of Science and Technology (OCAST), held on November 16, 2015 at Southeastern Oklahoma State University. A program agenda was provided and all board members are encouraged to attend.

Tommy Kramer explained that Laura Voorhies' mother passed away and the funeral services will be held on November 12, 2015.

Tommy stated that the ICSC Retail Trade Show, held in the Dallas Convention Center was excellent. Participation in this event, made possible through a partnership with the Choctaw Nation of Oklahoma who funded the Oklahoma Booth.

Tommy announced he had a meeting with Shawn Banner, General Manager of Cardinal Float Glass and two of the Cardinal Float Glass engineers on Friday, November 6, 2015, in the Durant Industrial Authority Conference room. Cardinal Glass has begun a \$50,000,000.00 plant expansion for 2015. Mr. Kramer received a call from Cardinal Glass requesting permission to allow them to access the adjoining lot, now owned by Durant Industrial Authority for the purpose of parking work trailers during construction. Cardinal Glass will be shutting down their Durant Facility for 81 days in late 2016 to empty molten glass and rebuild their hot end equipment. They will also be needing to locate lodging for 100-150 out-of-state workers during the course of this project.

Tommy Kramer explained that the chair rail has been installed in the Durant Industrial Authority Conference Room and the new carpet has been ordered.

X. Adjournment

A motion for the meeting to be adjourned at 8:03 a.m., by Mayor Hoffman and a second by Fran Mickle.