The City of Stillwater OKLAHOMA

MEETING MINUTES
STILLWATER (RE) INVESTMENT PLAN
(DOWNTOWN/CAMPUS LINK PROJECT PLAN) IMPLEMENTATION POLICY COMMITTEE
INCREMENT DISTRICT #3, CITY OF STILLWATER

March 11, 2024
12:00 p.m.
Room 1122B
Stillwater Municipal Building
723 S Lewis Street
Stillwater, OK 74074

Present: Jeremy Bale, Candace Robinson, Uwe Gordon, Doug Major, John Killam, Chris Reding (12:18)
Absent: Devin Wanzor

Staff Present: City Manager Kimberly Meek, Deputy City Manager Brady Moore, Assistant City Manager Christy Cluck, Assistant City Attorney Ashlyn Garis, Clerk to Board Teresa Kadavy

1. Call Meeting to Order

Chair Bale called the meeting to order at 12:00 p.m.

2. General Orders

a.	Approve special meeting minutes of January 29, 2024 **MOTION BY MAJOR, SECOND BY ROBINSON TO APPROVE THE SPECIAL MEETING MINUTES FROM JANUARY 29, 2024 AS PRESENTED.** **ROLL CALL: BALE-YEA, MAJOR-YEA, ROBINSON-YEA, GORDON-YEA, KILLAM-YEA** **MOTION CARRIED WITH FIVE YEA VOTES.**	Jeremy Bale
b.	Consideration, evaluation, and possible action to make a recommendation to SEDA regarding Progressive Development, LLC's request for public infrastructure financing support for public parking associated with the project located at 116 W. 10th Ave.	Brady Moore

	Deputy City Manager Brady Moore reported that Progressive Development has requested financial assistance for public infrastructure improvements adjacent to the recently approved Empire Slice project at 116 W. 10th. The Project Plan budget includes $11,617,500 for Public Infrastructure, Facilities, and improvements. To date, $627,929 of the Public Infrastructure budget funds have been spent on public infrastructure improvements in the TIF#3 district project plan area. Mr. Moore stated that on December 12, 2022, city management presented an item to the TIF#3 Implementation Policy Committee for a policy discussion on TIF3 infrastructure funding. The discussion centered around TIF3 infrastructure funding being utilized to support approved TIF3 projects. **Mr. Moore stated that Progressive Development obtained three quotes for the installation of 8 public parking stalls (including 1 ADA accessible) and curb along the north side of 10th Avenue. The low quote submitted was $48,124.72.** **Major stated that he felt this was a good opportunity for this entire area to be looked at and to get more parking developed. He asked about City rights-of-way or easements that would allow more parking to be developed in this area. Mr. Moore reported that this is land the City condemned as a dilapidated structure, so the City has a lien on that property. He stated in that area of 10th the City does have a lot of right-of-way and could develop more parking.** **Killam asked if this committee has ever approved infrastructure projects before. Mr. Moore stated no, that the other projects were approved by SEDA. Killam requested to find out SEDA's logic in approving these past infrastructure projects, so this committee could gear their logic and thinking processes in the same manner.** **Chair Bale asked what the next step is in the process of approving this infrastructure project and for clarification on how these projects move forward and get approved. Mr. Moore answered these questions and discussed the parking problems around the city.** **Major clarified that the infrastructure improvements in this area need to be tied to any project in the TIF3 district so the funding comes from the proper budget. Discussion was held regarding indirect funding vs. direct funding.** **MOTION BY MAJOR, SECOND BY ROBINSON TO APPROVE THE RECOMMENDATION LISTED UNDER ITEM B.** **ROLL CALL: BALE-YEA, MAJOR-YEA, ROBINSON-YEA, GORDON-YEA, KILLAM-YEA**	

	MOTION CARRIED WITH FIVE YEA VOTES.	
c.	Discussion of the process to update and revise the Implementation Policy Guide for Assistance in Development Financing. **Deputy City Manager Brady Moore reported at the previous TIF#3 meetings it was discussed and also with the SEDA Trustees about their desires to make updates to the Implementation Policy Guide. He stated it is a living document that is meant to change and evolve. Mr. Moore stated that following this meeting he could email an editable word file to each committee individually. This would allow each committee member time to read, track edits and make suggestions. Mr. Moore said general things or bullet points could be written down and emailed to him. He will then work with the Center for Economic Development Law to work through the suggestions and changes, then bring the proposals back to the committee.** **Mr. Moore stated that some items discussed at previous meetings that needed clarity were between significant impact vs general improvement and total development costs vs hard construction costs. Also there is probably some clarity that needs to be put on timing for projects. Mr. Moore stated that CEDL can come to a committee meeting and give insight on why the language is there.** **No action was taken on this item.**	Brady Moore

3. Public Comment

   None.

4. Adjourn

MOTION BY ROBINSON, SECOND BY MAJOR TO ADJOURN THE MARCH 11, 2024 REGULAR MEETING.

ROLL CALL: BALE-YEA, MAJOR-YEA, ROBINSON-YEA, GORDON-YEA, KILLAM-YEA, REDDING-YEA. MOTION CARRIED WITH SIX YEA VOTES.

Meeting adjourned at 12:20 p.m.

Jeremy Bale, Chair

Teresa Kadavy

Teresa Kadavy, Clerk to Board