

**IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW, THE AGENDA
WAS POSTED SEPTEMBER 9, 2021 AT 11:30 A.M. AT THE MUNICIPAL BUILDING,
723 SOUTH LEWIS, STILLWATER, OKLAHOMA**

**MINUTES
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
SEPTEMBER 13, 2021**

PRESENT: CHAIR WILLIAM H. JOYCE AND VICE CHAIR ALANE ZANNOTTI,
TRUSTEES JOHN WEDLAKE, AMY DZIALOWSKI AND CHRISTIE HAWKINS
ABSENT: NONE

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 7:39 p.m.

2. CONSENT DOCKET

- a. Approve regular meeting minutes of July 19, 2021

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

ROLL CALL VOTE: JOYCE-YEA, ZANNOTTI-YEA, WEDLAKE-YEA, DZIALOWSKI-YEA,
HAWKINS-YEA. NAY-NONE. MOTION CARRIED WITH FIVE 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. Chamber of Commerce quarterly report

Chamber of Commerce President Justin Minges gave an update on the chamber's quarterly activities,
economic development, projects and staff.

- b. Approve redevelopment agreement between SEDA and Progressive Development Corp, LLC
for the redevelopment of property located at 917 S Husband Street

Deputy City Manager Melissa Reames reported that the TIF #3 Committee met to review the
application submitted by Progressive Development Corp, LLC (PD) under the general project
improvement financing category of the TIF3 project. PD is requesting \$275,000 in upfront funding
from TIF3 for the redevelopment project at 917 S. Husband Street. The committee voted 7-0 to
recommend this proposal to the SEDA Trustees for consideration of a redevelopment agreement.

Ms. Reames introduced the applicant, Cory Williams, who discussed the redevelopment project plans.

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY TRUSTEE HAWKINS TO APPROVE STAFF'S RECOMMENDATION TO APPROVE THE REDEVELOPMENT AGREEMENT BETWEEN SEDA AND PROGRESSIVE DEVELOPMENT CORP, LLC FOR THE REDEVELOPMENT OF PROPERTY LOCATED AT 917 S. HUSBAND STREET.

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

- c. Approve budget amendment to carry forward to FY21/22 \$350,000 apportioned in FY20 for the Everyman, LLC and Just the Letter J Capital, LLC redevelopment agreement

Deputy City Manager Melissa Reames reported that the redevelopment agreement provided for advancement of \$350,000 to the Everyman project which was financed by a note between SEDA and SUA. Funds were transferred from SUA to SEDA in FY2021 but during the FY2021 carryforward process the funds were not re-appropriated in FY2022. The budget amendment appropriates those funds from fund balance.

MOTION BY TRUSTEE HAWKINS, SECOND BY TRUSTEE WEDLAKE TO APPROVE THE BUDGET AMENDMENT TO CARRY FORWARD to FY21/22 \$350,000 APPORTIONED IN FY20 FOR THE EVERYMAN, LLC AND JUST THE LETTER J CAPITAL, LLC REDEVELOPMENT AGREEMENT.

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

- d. Approve budget amendment transferring in \$650,000 from the Stillwater Utilities Authority for the issuance of Stillwater Economic Development Authority tax apportionment obligations (See Resolution SEDA-21-3)

Deputy City Manager Melissa Reames reported Resolution No. CC-2021-26; SUA-2021-9; SEDA-2021-3 authorizes the borrowing of funds from the Stillwater Utilities Authority (SUA) in an aggregate amount not to exceed \$1,000,000 to Stillwater Economic Development Authority (SEDA) for the issuance of tax apportionment obligations. Ms. Reames stated to date \$350,000 of funds have been transferred from SUA to SEDA. This budget amendment is to establish the transfer in to SEDA of the remaining \$650,000.

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE HAWKINS TO APPROVE THE BUDGET AMENDMENT TRANSFERRING IN \$650,000 FROM THE STILLWATER UTILITIES AUTHORITY FOR THE ISSUANCE OF STILLWATER ECONOMIC DEVELOPMENT AUTHORITY TAX APPORTIONMENT OBLIGATIONS

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

- e. Approve budget amendment apportioning \$650,000 from the Stillwater Utilities Authority for the issuance of Stillwater Economic Development tax apportionment obligations (See Resolution SEDA-21-3)

Deputy City Manager Melissa Reames reported Resolution No. CC-2021-26; SUA-2021-9; SEDA-2021-3 authorizes the borrowing of funds from the Stillwater Utilities Authority (SUA) in an aggregate amount not to exceed \$1,000,000 to Stillwater Economic Development Authority (SEDA) for the

issuance of tax apportionment obligations. Ms. Reames stated to date \$350,000 of funds have been transferred from SUA to SEDA and apportioned to development agreements. This budget amendment is to apportion 650,000 transfer in to development agreements.

MOTION BY TRUSTEE WEDLAKE, SECOND BY TRUSTEE DZIALOWSKI TO APPROVE THE BUDGET AMENDMENT APPORTIONING \$650,000 FROM THE STILLWATER UTILITIES AUTHORITY FOR THE ISSUANCE OF STILLWATER ECONOMIC DEVELOPMENT AUTHORITY TO TRANSFER IN TO DEVELOPMENT AGREEMENTS.

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

6. RESOLUTIONS

Resolution No. SEDA-2021-3: A resolution authorizing the borrowing of funds from the Stillwater Utilities Authority in an aggregate amount not to exceed \$1,000,000; authorizing the issuance of tax apportionment obligations; waiving competitive bidding on the issuance of the notes issued in connection with the tax apportionment obligations; authorizing assistance in development financing; approving and authorizing the chairman or vice chairman of the Stillwater Economic Development Authority to approve, finalize, execute, modify and/or deliver the necessary or appropriate transactional documents; all authorizations hereunder being in accordance with authorizations of the City Council.

MOTION BY VICE MAYOR ZANNOTTI, SECOND BY TRUSTEE DZIALOWSKI TO ADOPT RESOLUTION NO. SEDA-2021-3 AS PRESENTED.

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

7. 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

8. QUESTIONS & INQUIRIES

None.

9. ADJOURN

MOTION BY TRUSTEE DZIALOWSKI, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE SEPTEMBER 13, 2021 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

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

The regular meeting of the Stillwater Economic Development Authority adjourned at 8:01 p.m.



WILLIAM H. JOYCE, CHAIR
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY



TERESA KADAVY, SECRETARY
STILLWATER ECONOMIC DEVELOPMENT
AUTHORITY