

MINUTES
LAWTON ECONOMIC DEVELOPMENT AUTHORITY
MAYORS CONFERENCE ROOM
NEW CITY HALL
AUGUST 12, 2015, AT 2:00 P.M.

Fred Fitch, Chair, called the meeting to order at 2:00 p.m. in the Mayor's Conference Room. Meeting notice and agenda were posted on the City Hall bulletin board as required by State Law.

ROLL CALL:

PRESENT: David Denham (entered late); Fred Fitch; Keith Jackson (entered late); David Means; Larry Neal; Ernie Sheppard, Doug Wells;

ABSENT: David Madigan; Ron Nance.

OTHERS PRESENT: Brooks Mitchell, Kristin Huntley and Scott Powers, Financial Services; Danye Due, City Attorneys Office; Denise Ezell, City Clerk's Office.

INTRODUCTION OF GUESTS

Fitch stated we have Mark Garrett with Garrett and Associate. He is the auditor that we are using to audit PSO. We have Rusty Whisenhunt with the City of Lawton and he is assisting Garrett.

Mitchell stated I would like to introduce Scott Powers. He is a new accountant within our division.

BUSINESS ITEMS

1. Approve the minutes of July 16, 2015.

Motion by Wells, Second by Neal, to approve the minutes of July 16, 2015. **Aye:** Fitch; Means; Neal; Sheppard; Wells. **Nay:** None. **Motion Passed.**

2. Consider approving invoices, requisitions, and all other submitted materials for payment and take action as deemed necessary.

Fitch stated we have no materials for payment.

3. Receive Financial Report and take action as deemed necessary.

Huntley stated looking at the balance sheet you see a total in the checking account of \$886,680.00 as of the end of July. Under assets you have sales tax receivable for May and June, matching funds for all of 2015 and sales and use tax for April, May and June. Looking at the liability and equities you have the accrued interest payable as of July 31st of \$524,352.23. I spoke with BancFirst and they expect the interest as of September to be a little over \$700,000. Moving to the profit and loss sheet you have property tax income for June and under expenses you have the developer's retainer expense to Collett and Associates, interest expense was the accrued interest for July, professional fees to Batchelor for the month of June and mowing and debris. We have received another mowing invoice that will be paid in August. You accrued \$120.54 in interest. Are there any questions.

Wells asked was the sales and use tax received for two months.

Huntley stated three months.

Wells stated that seems low. It usually runs about \$40,000 a month.

Huntley stated I didn't break it down to each individual month so I'll double check and let you know.

Mitchell stated that number might not include hotel sales tax. We will verify the numbers and let you know.

Motion by Wells, **Second** by Means, to accept the financial report. **Aye:** Means; Neal; Sheppard; Wells; Fitch. **Nay:** None. **Motion Passed.**

4. Report on project activities, issues and programs including discussion and possible action on implementation and coordination.

Fitch stated I will be meeting the hotel group tomorrow. They are very pleased with the way things are going. They did talk with the Oklahoma Police Association about holding their annual conference here but it didn't work out. They were not able to accommodate rooms, conference center and a place inside to display vehicles. Later they offered to put up big tents in the parking lot but they had already committed to Ardmore. They will revisit holding it here next year. I spoke with Collett and he is working diligently on the north end. They are working with 2 restaurants and some good big boxes. We need another \$7.5 to \$8 million in sales from the project to generate the necessary sales tax. He did finalize his loan. Normally he would not finalize until the whole project is complete but due to the delays he went ahead. This should give him more incentive to get things done because he realizes the importance. A lot of the delay was waiting to see what happened with Fort Sill and now we know we fared very well. We should know about the civil services positions by the end of August. They feel Fort Sill has been cut to the bone so they feel good about what will happen. We will have to wait and see.

5. Discuss the contract for mowing and debris removal on LEDA owned property within the Lawton Town Center Development and take action as deemed necessary.

Fitch stated our contract is with Quality Maintenance and they were pathetic. We are releasing them from the contract and are using LURA's contractor. There are some trees and debris on the north end but that is Collett's responsibility.

Wells asked do we need to approve a contract.

Fitch stated no.

Jensen asked is LURA paying the contractor.

Sheppard stated no.

Jensen stated so LEDA doesn't have a contract.

Ezell stated no. We are working off the LURA contract.

Jensen stated they need to have a contract with LEDA.

Ezell stated okay.

EXECUTIVE SESSION

1. Pursuant to Section 307B4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss a pending action/claim involving the electric utility relocation costs associated with the Lawton Downtown Redevelopment Project within Tax Increment Financing District No. 2, and take appropriate action in open session as necessary.

Motion by Wells, **Second** by Sheppard, to enter into executive session. **Aye:** Means; Neal; Sheppard; Wells; Fitch, Jackson. **Nay:** None. **Motion passed.**

The Trustees convened in executive session at 2:15 p.m. and reconvened in regular, open session at 2:40 p.m. Roll call reflected Means; Neal; Sheppard; Wells; Denham; Fitch present.

Fitch stated there is no action to be taken.

DISCUSSION ITEMS AND REPORTS

Rogalski stated I just got back from a meeting with the Governor's office regarding the contract with the KCA. At this time there is nothing new to report. The process is still ongoing and we expect it will be another 3 months or so before there is anything new to report.

ADJOURNMENT

There being no further business the meeting adjourned at 2:42 p.m.

Motion by Wells, **Second** by Means, to adjourn. **Aye:** Neal; Sheppard; Wells; Denham; Fitch; Means. **Nay:** None. **Motion Passed.**