



City of Broken Arrow
Minutes
Tax Increment District Review Committee

City Hall
220 S 1st Street
Broken Arrow OK
74012

*Chairperson Johnnie Parks
Committee Member Janet Dunlop
Committee Member Tim Kelley
Committee Member Derek Williamson
Committee Member Johnna Sue Blair*

Monday, June 17, 2019

Time 5:30 p.m.

City Hall Main Conference Room

1. Determination of Quorum and Call to Order

Chairperson Johnnie Parks called the meeting to order at approximately 5:30 p.m. The following individuals were present: Broken Arrow Superintendent Dr. Janet Dunlop, Wagoner County Commissioner Tim Kelley, Johnna Sue Blair from Wagoner County Health Department, Derek Williamson from Tulsa Tech, Citizen Tony Hammontree from Beck Design, Deputy City Clerk Lisa Blackford, Assistant City Manager of Administration Russell Gale, Public Finance Law Group Nate Ellis, City Attorney Trevor Dennis, City Manager Michael Spurgeon, Finance Director Cindy Arnold, and Finance Controller Tom Cook.

Chairperson Parks asked for roll call to be conducted.

Present: 5 - Johnna Sue Blair, Janet Dunlop, Tim Kelley, Derek Williamson, Johnnie Parks

2. Discussion of Status of Proposed increment District No. 2 (Creek 51 Business Park).

Mr. Nate Ellis with Public Finance Law Group reported the purpose of this meeting was to choose the At Large Members of the Committee. He noted he had copies of the Draft Project Plan, but felt it was best to cover the Plan in detail at the next Meeting. He stated the overall project was development of a business park down by Highway 51 and the Creek Turnpike; Rex Robertson was the developer. He noted there were some economic development prospects, but he had no detail in this regard yet. He stated the purpose of the Tax Increment District Review (TIF) was to offset the cost of the necessary infrastructure. City Attorney Dennis asked if there were any questions about how the TIF worked, or what the Committee's roles or responsibilities would be. He agreed with Mr. Ellis, the purpose of today's Meeting was to choose Committee Members and to determine when the next Meeting would be held. Chairperson Parks noted this was a \$5 million TIF at ten years with possibly a 50% ad valorem withholding. He noted Mr. Nate Ellis was the TIF expert for the State of Oklahoma. He asked if there were any questions. There were none.

Mr. Nate Ellis distributed various TIF related documents including the Draft Project Plan document. He noted there would be some changes to the Draft Project Plan. Chairperson Parks reported a Member of the Planning Commission would be appointed to the Committee. Mr. Nate Ellis reviewed the various documents he distributed including the levy rates and general revenue summary. He noted the TIF was estimated at \$5.3 million dollars with \$355,000 dollars in City costs, and 50% of revenue would go to the developer, up to a maximum of \$5 million dollars; the other 50% would be distributed to reimburse City costs and distributed to the balance of the taxing entities. He reviewed TIF revenues and how said revenues would be used. He noted the TIF District would be helpful to the School District. He reviewed the Project summary and noted as it stood there was approximately \$4.3 million dollars as incentive, approximately \$355,000 dollars to go to the City, and \$3.95 million dollars to go to

the taxing jurisdictions.

Chairperson Parks thanked Mr. Ellis for driving from Oklahoma City to attend the Meeting.

3. Selection of At Large Members of Tax Increment District Review Committee

Chairperson Parks stated seven individuals were selected from which three Committee Members and an alternate would be chosen. He noted each of the seven individuals was chosen for a certain expertise and interest in TIF Districts. He indicated he requested a letter of introduction from each potential candidate and noted he could answer questions regarding the candidates. Mr. Nate Ellis stated Statute indicated seven individuals were selected, three were chosen from the seven, and one individual must represent the business community. He stated the selection could be done by ballot or vote. Chairperson Parks asked for selection to be done by vote. He reviewed the seven possible Committee Members: County Clerk Lori Hendricks, Joyce Sanders of Sanders Real Estate, Jim Hoffmeister, a Member of the Broken Arrow Recycling Committee who worked for a law firm which represented Broken Arrow Public Schools (it was determined this was not a conflict of interest), Mary Ann Colston who lived in Wagoner County and was active in Civil Affairs, Sherry Farmer who was an accountant with the Federal Government, Richard Carter who had served on Broken Arrow City Council as Mayor and Vice Mayor, and Greg Graham, Chairman and CEO of First National Bank of Broken Arrow and Coweta.

Mr. Tim Kelley nominated Mr. Greg Graham as a Committee Member.

MOTION: A motion was made by Tim Kelley, seconded by Johnna Sue Blair.

Move to select Mr. Greg Graham as a Member of the Tax Increment District Review Committee

The motion carried by the following vote:

Aye: 4 - Johnna Sue Blair, Janet Dunlop, Tim Kelley, Derek Williamson

Dr. Janet Dunlop asked which of the possible Committee Members lived in Wagoner County. Chairperson Parks responded Ms. Joyce Sanders, Ms. Mary Ann Colston, and Ms. Lori Hendricks. Discussion ensued regarding Ms. Sanders developing real estate in the TIF District area. Dr. Dunlop nominated Ms. Joyce Sanders as a Committee Member.

MOTION: A motion was made by Janet Dunlop, seconded by Tim Kelley.

Move to select Ms. Joyce Sanders as a Member of the Tax Increment District Review Committee

The motion carried by the following vote:

Aye: 4 - Johnna Sue Blair, Janet Dunlop, Tim Kelley, Derek Williamson

Chairperson Parks noted Mr. Jim Hoffmeister attended all Recycling Committee Meetings and noted he believed Mr. Hoffmeister was an excellent candidate, as well as Mary Ann Colston. Discussion ensued regarding selection of an alternate Committee Member. Mr. Tim Kelley nominated Mr. Jim Hoffmeister as a Committee Member.

MOTION: A motion was made by Tim Kelley, seconded by Janet Dunlop.

Move to select Mr. Jim Hoffmeister as a Member of the Tax Increment District Review Committee

The motion carried by the following vote:

Aye: 4 - Johnna Sue Blair, Janet Dunlop, Tim Kelley, Derek Williamson

Discussion ensued regarding quorum requirements, the alternate's responsibility, and Wagoner County representation. Ms. Johnna Sue Blair nominated Mary Ann Colston as the Alternate Committee Member.

MOTION: A motion was made by Johnna Sue Blair, seconded by Derek Williamson.
Move to select Ms. Mary Ann Colston as Alternate Member of the Tax Increment District Review Committee

The motion carried by the following vote:

Aye: 4 - Johnna Sue Blair, Janet Dunlop, Tim Kelley, Derek Williamson

4. Selection of next Meeting Time

Discussion ensued regarding the time and date of the next Tax Increment District Review Committee Meeting. It was decided the next Meeting would be held July 23, 2019 at 5:00 p.m.

5. Adjournment

The meeting adjourned at approximately 6:12 p.m.

MOTION: A motion was made by Derek Williamson, seconded by Janet Dunlop.

Move to adjourn

The motion carried by the following vote:

Aye: 5 - Johnna Sue Blair, Janet Dunlop, Tim Kelley, Derek Williamson, Johnnie Parks

Attest:


Johnnie Parks

Chairperson

City Clerk

