

REGULAR MINUTES

Tulsa Development Authority Board of Commissioners Regular Meeting

One Technology Center
175 East 2nd Street
Tulsa, OK 74103
10th Floor South Conference Room

Thursday – January 15, 2015

8:30 a.m.

Present:

Julius Pegues, Chairman
Roy Peters, Vice Chairman
Carl Bracy, Commissioner
Nancy Roberts, Commissioner
Steve Mitchell, Commissioner
O.C. Walker II, Executive Director
Jot Hartley, General Counsel

Absent:

Also Present:

Kevin Anderson
Andrew Coffey
Leon Davis
Norman Kildow
Ronn Lansky
Steve Larry
Cynthia Stewart

Also Present:

Cecilia Wilkins
Will Wilkins
NaTasha Bunch
Jane Malone
Carol Young

The regular meeting was called to order at 8:37 a.m. by Chairman Pegues. Decisions will be made, votes and action taken. A quorum was established. The Agenda will be followed as printed. Reports and supporting documentation were distributed for this meeting and will be incorporated by reference to the minutes and filed with the meeting packet.

1. **Roll Call:** Jane Malone called roll. Chairman Pegues, Vice Chairman Peters, Commissioner Bracy, Commissioner Roberts, and Commissioner Mitchell were in attendance. A quorum was present.
2. **Routine, Repetitive Items for Action:**
 - a. Minutes of December 4, 2014 Work Study Session
 - b. Minutes of December 4, 2014 Executive Session
 - c. Minutes of December 11, 2014 Regular Meeting

Commissioner Bracy moved to approve Agenda Items 2. a., b., c., seconded by Commissioner Roberts. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously.

- d. Tulsa Development Authority Financial Report for November 2014
- e. November 2014 - Comparative Financial Statements

Commissioner Bracy moved to receive the reports, Agenda Items 2. d., e., seconded by Commissioner Mitchell. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously.

- f. November 2014 – Program Income Report – Fund 5540

Commissioner Mitchell moved to approve **Resolution No. 6043**, approving Tulsa Development Authority financial report for November 2014, Program Income Report for Fund No. 5540, and the Comparative Financial Statements. Vice Chairman Peters seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously.

3. Receive, Discuss, and Vote:

- a. **Discussion, consideration, and vote to approve a Resolution authorizing payment for City of Tulsa Services from the Planning and Development Department, Asset Management, and Economic Development Departments, First Quarter Invoice from July through September 2014 in the amount of \$7,811.99:** Vice Chairman Peters questioned the validity of the charges and suggested the Board pass on voting on this item until specific Project Agreements can be established between TDA and City of Tulsa. General Counsel Hartley suggested requesting two separate invoices, one for TIF administration and one for City of Tulsa Services. General Counsel Hartley recommended voting on the agenda item, but to notate there are questions remaining regarding the invoicing and approving the invoice would not set a precedent for future invoices. After discussion, Commissioner Mitchell moved to approve **Resolution No. 6044**, approving and authorizing expenditure of funds for City of Tulsa Services to TDA for first quarter of fiscal year 2014 - 2015. Commissioner Bracy seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Bracy, and Roberts

Nays: Peters and Mitchell

The motion passed.

- b. Discussion, consideration, and vote to approve a Resolution authorizing payment for Audit Services for Fiscal Year 2013 – 2014 in the amount of \$24,000.00 to McGladrey LLP:** Executive Director Walker explained the Audit was previously approved by the Commissioners, but the invoice was not prepared at that time. After discussion, Vice Chairman Peters moved to approve **Resolution No. 6045**, approving audit report for fiscal year 2013 – 2014 and authorizing expenditure of funds for audit services. Commissioner Mitchell seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell

Nays: None

The motion passed unanimously.

- c. Discussion, consideration, and vote to approve a Resolution approving amendments to existing Redevelopment Agreements as follows:**

- **Urban8, LLC and Tulsa Development Authority**
- **Tulsa Open Space Alliance and Tulsa Development Authority**

for property located north of West 3rd Street South, between South Greenwood Avenue and South Kenosha Street, Tulsa Oklahoma: General Counsel Hartley provided an explanation and rationale for amending both agreements and preparing two Resolutions.

After discussion, Commissioner Bracy moved to approve **Resolution No. 6046**, approving Sixth Amendment to Redevelopment Agreement with Tulsa Urban Development Group, LLC d/b/a Urban8 for the Redevelopment of TDA owned property located near Greenwood Avenue between 2nd and 3rd Streets, Tulsa, Oklahoma. Commissioner Mitchell seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell

Nays: None

The motion passed unanimously.

After discussion, Vice Chairman Peters moved to approve **Resolution No. 6047**, approving Fifth Amendment to Redevelopment Agreement with Tulsa Open Space Alliance, Inc. for the Redevelopment of TDA owned property located along Greenwood Avenue between 2nd and 3rd Streets, Tulsa, Oklahoma. Commissioner Roberts seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously.

- d. Discussion, consideration, and vote to authorize a Resolution approving a Professional Service Agreement between The Write Company, Inc., Overlease Design, Inc. and Tulsa Development Authority to draft an Annual Report for the Tulsa Development Authority:** General Counsel Hartley stated The Write Company, Inc., Overlease Design, Inc. has agreed to the terms of the Agreement. After discussion, Commissioner Mitchell moved to approve **Resolution No. 6048** to contract with the Write Company, Inc. to provide services for the preparation of Annual Report for The Tulsa Development Authority. Commissioner Bracy seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously.

- e. Discussion, consideration, and vote to approve a Fourth Amendment to an existing Redevelopment Agreement between William (Will) Wilkins, Cecilia Wilkins, Novus Homes, LLC and W3 Development, LLC and TDA for property located on the northwest corner of East Archer Street and North Elgin Avenue, Tulsa, Oklahoma:** Ms. Cecilia Wilkins and Mr. Will Wilkins were present and stated the request for an extension of time was not made by them. After discussion, it was deemed unnecessary to proceed with a Resolution for an Amendment. No action taken on this item.
- f. Discussion, consideration, and vote to approve a Resolution authorizing an Amendment to the Redevelopment Agreement between East End Village LLC and Tulsa Development Authority for properties located at 401 and 405 South Elgin Avenue, 408 and 418 South Frankfort Avenue, 414 East 4th Street and 415 East 5th Street, Tulsa, Oklahoma:** Executive Director Walker explained the contract expired on December 31, 2014 and the redeveloper is requesting an extension of time to February 28, 2015 to complete the housing project. After discussion, Vice Chairman Peters moved to approve **Resolution No. 6049** authorizing Fourth Amendment of Redevelopment Agreement with East End Village, LLC for the Redevelopment of the Real Property described as East End Village Property. Commissioner Bracy seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously.

- g. Discussion, consideration, and vote to approve a Resolution authorizing Commissioner Bracy and Executive Director's attendance to the National Association of Housing & Redevelopment Officials (NAHRO) Conference on March 14 – 18, 2015, in Washington, D.C.:** Executive Director Walker and Commissioner Bracy responded to questions of the Board regarding the purpose and benefit of the trip. After discussion, Vice Chairman Peters moved to approve **Resolution No. 6050** authorizing travel for the Executive Director and Commissioner Bracy to attend the National Association of Housing and Redevelopment Officials (NAHRO), 2015 Legislative Conference in Washington, D.C. Commissioner Roberts seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously

- h. Discussion, consideration, and vote to approve a Resolution selecting a firm responding to the Request for Qualifications (RFQ) for Engineering and Consulting Services for the North Peoria TIF. Boundaries are: North – East Apache Street; South – East Pine Street; East – North Utica Avenue; West – Midland Valley Railroad, Tulsa, Oklahoma:** Executive Director Walker stated four (4) of the five (5) respondents gave a presentation at the Work Study Meeting. Three (3) of the Commissioners submitted tally sheets and the results are DW Gates Engineering received the highest number of possible points. The Board selected DW Gates Engineering as the firm for Engineering and Consulting Services for the North Peoria TIF. After discussion, Commissioner Bracy moved to approve **Resolution No. 6051** approving selection of DW Gates Engineering for Engineering and Consulting Services for the North Peoria TIF. Commissioner Mitchell seconded the motion. The vote was recorded as follows:

Ayes: Pegues, Peters, Bracy, Roberts, and Mitchell
Nays: None

The motion passed unanimously

Prior to accepting a vote to move to Executive Session. General Counsel Hartley stated, there is not any new information to report on the First Street Lofts project. General Counsel Hartley has not received a response from the Principal's attorney.

Chairman Pegues stated without new information to report, Executive Session is not necessary; therefore, the Board will forego Executive Session.

4. **New Business:** Chairman Pegues, Vice Chairman Peters, General Counsel Hartley, and Executive Director Walker attended a meeting with City of Tulsa staff, regarding the application process of the Downtown Housing Fund. Clarity regarding the process was obtained and the understanding that the funds are available for mixed-use development. TDA will be included in the selection process. Chairman Pegues stated the main objective of the fund is to produce something of quality for the betterment of the community.

Commissioner Roberts stated Executive Director Walker forward her the list of community leaders submitted to the Public Relations firm for formation of Citizen Advisory Teams for the Sector Plan Update. Commissioner Roberts suggested adding some names to the list. Chairman Pegues suggested Executive Director Walker forward the list to all of the Commissioners and the Commissioners should submit any additional names to Executive Director Walker. Leon Davis stated the maximum number of members on a Citizen Advisory Team is 13.

Chairman Pegues suggested a small break prior to moving into the discussion with Cynthia Stewart.

5. **Gather information for the purpose of developing a Strategic Plan for the Tulsa Development Authority – EverMore Services, LLC (Cynthia Stewart).** The TDA Board discussed with Cynthia Stewart a timeline for meetings, topics for discussion, and crucial individuals that can provide feedback on the topics.

Commissioner Bracy exited the meeting at 11:00 a.m.

6. **Adjournment:** Commissioner Mitchell moved to adjourn at 11:08 a.m., seconded by Commissioner Roberts. The vote was recorded as follows:


Ayes: Pegues, Peters, Roberts, and Mitchell

Nays: None


The motion passed unanimously.

Tulsa Development Authority

Approved as to legal form and adequacy:



Julius Pegues, Chairman



Jot Hartley, Esq., General Counsel