

THE CITY OF WAGONER ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING - City Hall
March 25, 2024 5:30 PM

Dalton Self, Mayor
Roger Schilling – Secretary
Tim Hoffman – Treasurer

John Chandler – Member
Chris Luna – Member
Scott Yandell – Member

Agenda

1. **Call to Order** – at 5:30 by Tim Hoffman. All present
2. **Approval or Correction of Minutes:** For regular Meetings on December 2023 and February 2024
December minutes Roger Schilling made motion to approve with correction of spelling of Schilling on action 1. (Correction made). Schilling is the only current board member who was present at the December meeting. The Board okays for Schilling to approve the December minutes with correction.
February minutes – motion to approve Hoffman, Second – Yandell
Vote: Hoffman, yes; Yandell, yes (only members who were present at February meeting)
3. **Discussion and possible action:** Election of officers

Chair – Motion for Roger Schilling, Chair by John Chandler; Second – Tim Hoffman

Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes

Vice-Chair – Motion for Chris Luna by Roger Schilling; Second – John Chandler
Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes

Secretary – Motion for Scott Yandell by Roger Schilling; Second – John Chandler
Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes

New Officers Chair Roger Schilling, Vice Chair Chris Luna, Secretary Scott Yandell and Treasurer Tim Hoffman
As new Chair Roger assumes role for remaining of the meeting.
4. **Unscheduled public appearances** – *Tonya Sappington, Update on Harris Building - Back of building windows not feasible. Need to come up with different option to cover holes/windows. Maybe bricks or plywood. Need to remove vines which was discussed in previous meeting. Possible idea is to open up building to make a “mother road market” type place to tie in with Junction since the building is not feasible to repair/renovate. Tonya recommends an RV park on 15th street as possible revenue spot or WEDA. Great place for people to stay during events being held at Junction, Summer Fest, Fishing Tournaments, etc. Scott Graham was awarded bid in November for ditch clean out near DMI, need to proceed. In regards to the Junction, the stage should not face south. Also suggests to use a brick wall not a metal wall. Easier to paint a mural on brick than metal. Recommends using Leon Russell’s brother as talent scout for getting events at the Junction. He will be in town at the end of April if board would like to meet with him.*

5. **Treasurer's Report** – Check for \$500.00 to Scott Graham Trucking cleared. Audit is in progress and going well. Requests have been satisfied. In the future can the new board members be educated on what properties/assets are held and what income if any the board has. Also, can we include budget sheets in future board packets.
6. **Chair Report** – As the new chairman I plan to follow Roberts Rules of Order and things will change how they are done on the agenda. Will allow for public comment, but will retain order as well. The meeting will be held as a business meeting. The agenda needs to be more detailed and descriptive. Agenda items need to be sent by Monday before the meeting and packets will be issued on that Friday allowing time for board to review. The Harris Building updates will be listed as an item and not an unscheduled speaker. Would like to move forward on the Scott Graham Bid for the Junction, this bid was approved in November.
7. **Mayors Report** – Mayor is excited to finally have a full board with officers. Have been in discussions on converting WEDA property on adjacent to the storage facility to an RV park to coincide with the inflow of people from the Junction. This could be revenue for WEDA.
8. **Discussion and possible action:** To approve the Junction contract presented by legal representatives from TCWEDA and the Wagoner County Economic Development Authority – Darla is present from County to answer questions. John Chandler is happy with contract from the donor stand point, does need some new designs. Yandell section I.(d.) should read: the creation of **park with event** space that will enhance commercial activity for the residents of the City and County. Purpose to open up more funding opportunities such as grants. Yandell section II. Wants to make sure funds are appropriated correctly. Bank account has been created just for the Junction by TCWEDA. Chandler wants to make sure we spend the funds appropriately and make something Wagoner can be proud of and be able to sustain it. Darla with the county is working to secure P3 funding from county to secure payroll taxes to offset infrastructure expenses for the Junction. Has one Bank (Armstrong) committed to this and is working on a couple of other business. This P3 funding will free up funds to allow money to sustain Junction. Also, in Section II. Last paragraph should specify a time frame for changes to be made. Board recommended **10 business days**. Yandell Section VI. Need to add **WEDA Secretary** to notification. Does the City still have an employee that will be the liaison? John Chandler's view is the board is not meant to run things; we are meant to work with the city. If the city has an employee that is not meeting the needs of what the Board expects then the Mayor/Council need to address that employee. Not feasible for the board to hire someone to manage the Junction. John will pull his donation if that is the direction the board wants to take. At this time Gordon will be the project liaison during the project phase (building). Construction updates needs to be weekly. Yandell concerned about paragraph about necessary equipment and lighting for Junction. The contract initiates the funding, the next step is the design and that is where the board will approve the fine details of lighting, sound, etc. Tonya expressed concerns over liability issues.

Motion to approve contract with recommended changes (in bold) – Chandler, Second, Luna

Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes

Yandell wants the board to move forward with bid from Scott Graham preparing the ground. He thought it was going to be an agenda item. Concrete needs to be removed and ground prepared. Yandell has verbal bids. Needs to be an agenda item. Scott Graham feels it needs to be done as soon as possible before the rain season or it will delay the construction of the project. Possibly call special meeting to approve bid.

9. **Discussion and possible action:** Removal and addition of authorized signatories for Banc First and Blue-Sky Bank accounts

Motion to remove all old signatures with the exception of Tim Hoffman and add Chris Luna and John Chandler to all bank accounts.

Motion – Chris Luna; Second – Scott Yandell

Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes

10. Discussion and possible action: SaveYourTown Program engagement – *focus on revitalizing small cities. They practical low or no cost solutions to help small towns thrive. They provide in person visits, tool kits and courses and tours of empty buildings to help develop a plan to revitalize the town. Their fee is \$7500 and is paid in part through a grant they help to write. They are planning a visit in late April to talk with people and develop a plan. They work with the Oklahoma Arts Council and are very excited to work with Wagoner. Yandell has researched and verified references and feels this is a good fit for WEDA and Wagoner.*

Motion to approve – Yandell, Second – Chandler

Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes

11. Adjournment

Motion to adjourn – Hoffman, Second – Luna

Vote – Hoffman, yes; Schilling, yes; Yandell, yes; Luna, yes; Chandler, yes