

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW,  
THE AGENDA WAS POSTED DECEMBER 1, 2016 AT 5:30 P.M. AT  
THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES  
STILLWATER ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
COUNCIL HEARING ROOM  
723 S. LEWIS  
DECEMBER 5, 2016

**PRESENT:** CHAIR GINA J. NOBLE, VICE CHAIR PAT DARLINGTON,  
TRUSTEES MIGUEL NAJERA, ALANE ZANNOTTI AND WILLIAM JOYCE  
**ABSENT:** NONE

**1. CALL MEETING TO ORDER**

Chair Noble called the meeting to order at 6:39 p.m.

**2. CONSENT DOCKET**

- a. Approval of minutes: Regular Meeting November 21, 2016
- b. Budget amendments reflecting receipt of Chamber of Commerce contribution to Holiday in Stillwater funding
- c. Budget amendment reflecting transfer of overpayment to self-insurance fund in FY2016 by the Business Improvement District #1
- d. Budget amendment reflecting transfer of funds from Stillwater Economic Development Authority to the General Fund to reimburse costs associated with the 9<sup>th</sup> Avenue sidewalk construction

MOTION BY VICE CHAIR DARLINGTON, SECOND BY TRUSTEE JOYCE TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA, JOYCE-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 First Quarter Economic Development Report

Stillwater Chamber of Commerce Chair Gary Clark reviewed the first quarterly report under the new contract metrics. The following categories were covered:

- Business Retention and Expansion
- Business Attraction and Marketing
- Business Creation and Entrepreneurship
- Real Estate and Industrial Use

Mr. Clark shared economic indicator comparisons for Fiscal Years 2016 and 2017. Discussion was held regarding the strengths, weaknesses, opportunities and threats analysis prepared by Ted Allison, CECD.

## **6. RESOLUTIONS**

- a. **RESOLUTION SEDA 2016-3: A RESOLUTION OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY ADOPTING A REVISED OPERATING BUDGET FOR THE FISCAL YEAR 2016-17**

MOTION BY TRUSTEE NAJERA, SECOND BY TRUSTEE ZANNOTTI TO APPROVE RESOLUTION SEDA-2016-3 AS PRESENTED.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA, JOYCE-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

## **7. REPORTS FROM OFFICERS & BOARDS**

- a. Miscellaneous items from the General Counsel: None.
- b. Miscellaneous items from the General Manager: None.
- c. Miscellaneous items from Trustees: None.
  - i) Discussion about scheduling items for upcoming meetings

## **8. QUESTIONS & INQUIRIES**

None.

## **9. ADJOURN**

MOTION BY TRUSTEE JOYCE, SECOND BY TRUSTEE NAJERA TO ADJOURN THE DECEMBER 5, 2016 REGULAR MEETING OF THE STILLWATER ECONOMIC DEVELOPMENT AUTHORITY.

ROLL CALL VOTE: NOBLE-YEA, DARLINGTON-YEA, NAJERA-YEA, ZANNOTTI-YEA, JOYCE-YEA. NAY-NONE. MOTION CARRIED WITH FIVE YEA VOTES.

The meeting of the Stillwater Economic Development Authority adjourned at 6:51 p.m.

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**GINA J. NOBLE, CHAIR**  
**STILLWATER ECONOMIC DEVELOPMENT**  
**AUTHORITY**

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**ELIZABETH CHRZ, SECRETARY**  
**STILLWATER ECONOMIC DEVELOPMENT**  
**AUTHORITY**