



SPECIAL URBAN RENEWAL AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

June 18, 2024 – 8:15 AM

- A. CALL TO ORDER.
- B. DISCUSSION ITEMS.
1. Discussion, consideration, or possible action to administer the Oath of Office to newly appointed Urban Renewal Authority Commissioners Jacob Hussain and Ted Nugent. (R. Coleman - Economic Development)
 2. Discussion, consideration, and possible action to nominate and elect a Chairman of the Urban Renewal Authority for the term of July 1, 2024 to July 31, 2025. (R. Coleman - Economic Development)
 3. Discussion, consideration, and possible action to nominate and elect a Vice-Chairman of the Urban Renewal Authority for the term of July 1, 2024 to July 31, 2025. (R. Coleman - Economic Development)
 4. Discussion, consideration, and possible action to approve the October 10, 2023, special meeting minutes. (R. Coleman - Economic Development)
 5. Discussion and consideration for adoption, including any possible amendments, of the Fiscal Year 2024 – 2025 Operating Budget. (R. Coleman - Economic Development)
 6. Discussion, consideration, and possible action to approve the management representation letter to Grant Thornton LLP and the draft of the Final Report Associated Combined Finance Statements of Sooner Town Center IV for calendar years ending December 31, 2022 and December 31, 2023. (R. Coleman - Economic Development)
 7. Discussion and consideration of an update regarding the Heritage Park Mall Area Urban Renewal Plan. (City Attorney - D. Maisch)
- C. PUBLIC DISCUSSION. In accordance with State Statute Title 25 Section 311. Public bodies - Notice. A-9 The purpose of the "Public Discussion" section of the agenda is for members of the public to speak to the Authority on any subject not scheduled on the regular agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**
- D. ADJOURNMENT.



Economic Development Department
100 N. Midwest Boulevard
Midwest City, OK 73110
Office: (405) 739-1218
rcoleman@MidwestCityOK.org

MEMORANDUM

TO: Honorable Chairman and Commissioners

FROM: Robert Coleman, Director of Economic Development

DATE: June 18, 2024

SUBJECT: Discussion, consideration, or possible action to administer the Oath of Office to newly appointed Urban Renewal Authority Commissioners Jacob Hussain and Ted Nugent.

Mr. Hussain was appointed to the URA at the October 24, 2023, City Council meeting to replace former Hon. Mayor Russell Smith who resigned earlier in 2023.

Mr. Nugent was appointed to the URA at the May 28, 2024, City Council meeting to replace former Hon. Mayor Jack Fry who resigned earlier this year.

Respectfully,

A handwritten signature in black ink, appearing to read "Tim Lyon", is written over a horizontal line.

Tim Lyon
General Manager/Administrator

Attachments: Oath of Office

City of Midwest City
URBAN RENEWAL AUTHORITY

100 N. Midwest Blvd., Midwest City, OK 73110

Print Name of Officer or Employee

LOYALTY OATH
(51 O.S. §36.2A)

I do solemnly swear (or affirm) that I will support the Constitution and the laws of the United States of America and the Constitution and the laws of the State of Oklahoma, and that I will faithfully discharge, according to the best of my ability, the duties of my office or employment during such time as I am a Commissioner of the Urban Renewal Authority.

State of Oklahoma

County of Oklahoma

Signed and sworn to (or affirmed) before me on the 18th day of June, 2024 by

(Seal, if any)

My Commission Expires: _____

Commission Number: _____

Affiant Sign Here

Print name of the person taking the oath.

Signature of the Notary

Title and Rank (if other than a notary)



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rcoleman@MidwestCityOK.org

MEMORANDUM

TO: Honorable Chairman and Commissioners

FROM: Robert Coleman, Director of Economic Development

DATE: June 18, 2024

SUBJECT: Discussion, consideration, and possible action to nominate and elect a Chairman of the Urban Renewal Authority for the term of July 1, 2024 to July 31, 2025.

This position is currently vacant as former Chairman Jack Fry resigned his position earlier this year.

The current Urban Renewal Authority roster is attached.

Staff recommends nominating and electing a Chairman to serve from July 1, 2024 to July 31, 2025.

Respectfully,

Tim Lyon
General Manager/Administrator

Attachments: Current URA Roster

MIDWEST CITY URBAN RENEWAL AUTHORITY ROSTER
(As of May 29, 2024)

(Mayor appointed/Council approved – 3 year terms)

Vice-Chairman (VACANT)

Chairman (VACANT)

Ted Nugent (W2)

1340 E Timberview DR, Midwest City, OK 73130 – tnugent@toptiertac.com
(405) 795-9137 (c); or (405) 737-2424 (w)

Term expires: 07/31/2026

Secretary/Treasurer Sherry Beaird (W6)

101 Shelby Lane, Midwest City, OK 73130 - sherry@shelbyindustrial.com
(405) 732-6495(h) or (405) 659-7889(c)

Term expires: 07/31/2026

Aaron Budd (W2)

9104 Pine Creek DR
Midwest City, OK 73130 – aaron@ablegacylaw.com
(405) 990-9472 (m)

Term expires: 07/31/2026

Jacob Hussain (W4)

609 Crescent CI
Midwest City, OK 73110-1240
jacobhussain@gmail.com theugcoffee@gmail.com
(405) 733-7720 (w)

Term expires: 7/26/2025

Wade Moore (W6)

10820 SE 3rd ST, Midwest City, OK 73130 – docs4wade@gmail.com
(405) 401-3624 (m)

Term expires: 07/23/2024



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Office: (405) 739-1218
rcoleman@MidwestCityOK.org

MEMORANDUM

TO: Honorable Chairman and Commissioners

FROM: Robert Coleman, Director of Economic Development

DATE: June 18, 2024

SUBJECT: Discussion, consideration, and possible action to nominate and elect a Vice-Chairman of the Urban Renewal Authority for the term of July 1, 2024 to July 31, 2025.

This position is currently vacant as former Vice-Chairman Russell Smith was forced to resign his position due to a potential conflict of interest.

The current Urban Renewal Authority roster is attached to the previous item.

Staff recommends nominating and electing a Vice-Chairman to serve from July 1, 2024, to July 31, 2025.

Respectfully,


Tim Lyon
General Manager/Administrator



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1204

MEMORANDUM

TO: Urban Renewal Authority Board Members
FROM: Tim Lyon, General Manager/Administrator
DATE: June 18, 2024

SUBJECT: Discussion, consideration, and possible action to approve the October 10, 2023, special meeting minutes.

Attached for your review and approval are the minutes from the last meeting of the URA.

Staff recommends approving as written.

Respectfully,

A handwritten signature in black ink, appearing to read "Tim Lyon", is written over a horizontal line.

Tim Lyon
General Manager/Administrator

Attachments: 10/10/2023 URA Special Meeting Minutes

Notice of this special Midwest City Urban Renewal Authority meeting was filed with the City Clerk of Midwest City more than 48 hours prior to the meeting and copies of the agenda for this special meeting were posted at City Hall and on the City’s website, accessible to the public for at least 24 hours in advance of the meeting.

MINUTES OF THE SPECIAL

MIDWEST CITY URBAN RENEWAL AUTHORITY MEETING

October 10, 2023 – 8:15 AM

A special meeting of the Midwest City Urban Renewal Authority (“URA”) was held on October 10, 2023 at 8:15 a.m. in the Council Chambers, Midwest City Hall, 100 N. Midwest Blvd, MWC, OK 73110.

Chairman Fry called the meeting to order at 8:15 AM with the following Trustees present: Vice-Chairman Dave Herbert, Secretary Sherry Beard and Commissioner Wade Moore. City Staff present included City Manager Tim Lyon (8:18), Assistant City Manager Vaughn Sullivan (8:18), City Attorney Don Maisch, Planning Director Matt Summers and Economic Development Director Robert Coleman. Emily Pomeroy, attorney at the Center for Economic Development Law, and John Williams, Esq., of Box – Foshee P.C. also appeared on behalf of the URA.

B. DISCUSSION ITEMS

1. Discussion, consideration, and possible action of approving the minutes of the July 19, 2023 special meeting.

Vice-Chairman Herbert made a motion to approve the minutes as presented, Commissioner Moore seconded the motion and the item was approved 4 – 0.

Chairman Fry then moved Item #3 up on the agenda.

3. Discussion, consideration and possible action, including any possible amendments, on a Resolution approving and adopting the Relocation Policy and Procedures for the Heritage Park Mall Area Urban Renewal Plan.

Ms. Pomeroy provided an overview of the proposed Relocation Policy and its need to be fair and equitable as an important component of the Heritage Park Mall Urban Renewal Plan. She then briefly described the legal steps necessary in completing the URA’s acquisition of Heritage Park Mall.

Vice-Chairman Herbert made a motion to approve the item, Secretary Beard seconded the motion and it was approved 4 – 0.

2. Discussion, consideration and possible action, including any possible amendments, on a Resolution authorizing the acquisition of certain real property located on the northwest corner of E. Reno Avenue and N Air Depot Boulevard, by negotiation or by exercise of eminent domain, if necessary, Heritage Park Mall Area Urban Renewal Plan.

Chairman Fry asked Commissioners if there were any questions about Item #2. There were none.

Vice-Chairman Herbert made a motion to approve the item, Secretary Beaird seconded his motion, and the item was approved 4 – 0.

Secretary Beaird motioned to adjourn, but before a vote could be taken Vice-Chairman Herbert interrupted. Chairman Fry then recognized the Vice-Chairman, who proceeded to announce his resignation from the URA due to illness in his family.

City Manager Lyon and Assistant Manager Sullivan individually spoke in tribute to Vice-Chairman Herbert. Chairman Fry thanked Vice-Chairman Herbert for his lifelong service to Midwest City. All in attendance stood and applauded

D. ADJOURNMENT.

Chairman Fry adjourned the meeting at 8:32 AM.

JACK FRY, Chairman

ATTEST:

SHERRY BEAIRD, Secretary



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1204

MEMORANDUM

TO: Urban Renewal Authority Board Members

FROM: Tim Lyon, General Manager/Administrator

DATE: June 18, 2024

SUBJECT: Discussion and consideration for adoption, including any possible amendments, of the Fiscal Year 2024 – 2025 Operating Budget.

Attached for your review and approval is the proposed budget for FY 2024 – 2025.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Tim Lyon", is written over a horizontal line.

Tim Lyon
General Manager/Administrator

Attachments: FY 2024 – 2025 Proposed Budget

FUND: URBAN RENEWAL (201)
 DEPARTMENT: URBAN RENEWAL
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET	ACTUAL	BUDGET
	2023-24	2023-24	2023-24	2024-25
OTHER SERVICES	1,306	55,000	30,441	55,000
TOTAL	1,306	55,000	30,441	55,000

OTHER SERVICES	
30-44 ADMIN/PROFESSIONAL SVCS	55,000
TOTAL OTHER SERVICES & CHARGES	<u>55,000</u>

TOTAL DEPARTMENT REQUEST 55,000

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET	ACTUAL	BUDGET
	2023-24	2023-24	2023-24	2024-25
CHARGES FOR SERVICES	50,000	56,530	65,131	60,000
INVESTMENT INTEREST	1,186	495	4,963	4,095
TOTAL	51,186	57,025	70,094	64,095

BUDGETARY	BUDGET	REVENUES	EXPENSES	FUND	
FUND BALANCE:	FUND BAL.			BALANCE	
6/30/2021	21,797	98,806	71,892	48,711	6/30/2022
6/30/2022	48,711	51,186	1,306	98,591	6/30/2023
6/30/2023	98,591	70,094	30,441	138,244	6/30/2024 - EST
6/30/2024	138,244	64,095	55,000	147,339	6/30/2025 - EST



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
office 405.739.1204

MEMORANDUM

TO: Urban Renewal Authority Board Members

FROM: Tim Lyon, General Manager/Administrator

DATE: June 18, 2024

SUBJECT: Discussion and consideration, and possible action to approve accepting the management representation letter to Grant Thornton LLP and the draft of the Final Report Associated Combined Finance Statements of Sooner Town Center IV for calendar years ending December 31, 2022 and December 31, 2023.

Attached for your review and approval are the management representation letters and financial statements for the entity leasing property associated with STC IV for calendar years 2022 and 2023.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "T. Lyon", is written over a horizontal line.

Tim Lyon
General Manager/Administrator

Attachments: Reports



City Attorney, Donald D. Maisch

100 N. Midwest Boulevard
Midwest City, OK 73110
DMaisch@midwestcityok.org
Office: 405.739.1203
www.midwestcityok.org

MEMORANDUM

To: Chair and Commissioners of the Urban Renewal Authority

From: Donald D. Maisch, City Attorney

Date: June 18, 2024

RE: Discussion and consideration on providing an update to Heritage Park Mall. (D. Maisch – City Attorney).

The City Attorney will give an update on the progression of the issues concerning Heritage Park Mall. This presentation will be informational and no action will be taken concerning the presentation.

Respectfully submitted,

Donald D. Maisch
City Attorney