

AGENDA FOR
REGULAR MEETING OF
OKLAHOMA CITY REDEVELOPMENT AUTHORITY
CONFERENCE ROOM
431 WEST MAIN, SUITE B
WEDNESDAY, OCTOBER 19, 2016
10:00 A.M.

- I. Call to Order
- II. Statement of Compliance with the Oklahoma Open Meeting Law
- III. Roll Call
- IV. Reading and Approval of Minutes of a Regular and Annual Meeting held on Wednesday, July 20, 2016
- V. Resolution No. _____ Adding Certain Acquisition and Relocation Services Providers and Land Title Examination and Title Insurance Services Providers to the Approved Vendors List for Professional Services Providers
- VI. Presentation of Interim Financial Report for the Period Ending August 31, 2016
- VII. New Business
- VIII. Comments from Trustees
- IX. Comments from Citizens
- X. Adjournment

MINUTES OF REGULAR AND ANNUAL MEETING
OF THE
OF THE OKLAHOMA CITY REDEVELOPMENT AUTHORITY

A Regular and Annual Meeting of the Trustees of the Oklahoma City Redevelopment Authority (“Redevelopment Authority”) was held on Wednesday, July 20, 2016, at 10:00 a.m. in the Offices of the Authority, 431 West Main, Suite B, Oklahoma City, OK.

The Vice-Chairman called the meeting to order and stated that the meeting was being held in compliance with the Oklahoma Open Meeting Law. Upon roll call the following Trustees were present:

Mr. Russell M. Perry
Mr. James R. Tolbert, III
Ms. Mary Mélon
Mr. Mark Beffort
Councilman Larry McAtee

Trustee Absent:

Councilman David Greenwell
Mr. J. Larry Nichols

Staff Present:

Catherine O’Connor, Executive Director
Dan Batchelor, OCURA General Counsel
Leslie Batchelor, OCURA Associate General Council
Nicolle Goodman, The Alliance for Economic Development of Oklahoma City
Geri Kenfield, The Alliance for Economic Development of Oklahoma City
Cassi Poor, The Alliance for Economic Development of Oklahoma City
Pam Lunnon, The Alliance for Economic Development of Oklahoma City
Cynthia McCollum, The Alliance for Economic Development of Oklahoma City
Mitchell Moore, The Alliance for Economic Development of Oklahoma City

Others Present:

Steve Lackmeyer, The Oklahoman

The Vice-Chairman asked for a motion to approve, as circulated, the minutes of a Special Meeting held on Wednesday, February 10, 2016.

Mr. Beffort moved the adoption of the minutes and upon second by Ms. Mélon, the vote was as follows:

Trustee J. Larry Nichols	Absent
Trustee James R. Tolbert, III	Aye
Trustee Mary Mélon	Aye

OCRA Board of Trustees, Wednesday, July 20, 2016

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Trustee Russell M. Perry	Aye
Trustee Mark Beffort	Aye
Councilman Larry McAtee	Aye
Councilman David Greenwell	Absent

Minutes Adopted.

The Vice-Chairman called for Election of Officers

Vice-Chairman stated it is time to conduct the annual election of officers for the Oklahoma City Redevelopment Authority and the following has been recommended:

Chairman:	J. Larry Nichols
Vice Chairman:	James R. Tolbert, III
Secretary:	Larry McAtee
Assistant Secretary:	Mary Mélon
Assistant Secretary:	Russell Perry
Treasurer	David Greenwell

Mr. Beffort moved to adopt the officers, and upon second by Mr. Perry, the vote was as follows:

Mr. J. Larry Nichols	Absent
Mr. Russell M. Perry	Aye
Mr. James R. Tolbert, III	Aye
Ms. Mary Mélon	Aye
Mr. Mark Beffort	Aye
Councilman Larry McAtee	Aye
Councilman David Greenwell	Absent

Officers adopted.

The Vice-Chairman introduced the following resolution:

Resolution No. 163 entitled:

“Resolution of the Oklahoma City Redevelopment Authority Approving Proposal by BKD, LLP to Provide an Audit of Accounts for the Fiscal Year Ending June 30, 2016 and Authorizing the Chairman and the Executive Director to Execute the Proposal”

Mr. Mélon, moved the adoption of this resolution and upon a second by Mr. Perry, the vote was as follows:

Trustee J. Larry Nichols	Absent
Trustee James R. Tolbert, III	Aye
Trustee Mary Mélon	Aye

Trustee Russell M. Perry	Aye
Trustee Mark Beffort	Aye
Councilman Larry McAtee	Aye
Councilman David Greenwell	Absent

Resolution Adopted

Resolution No. 164 entitled:

“Resolution of the Oklahoma City Redevelopment Authority Authorizing the Use of Advancements for Payment of Certain Costs Incurred by the Oklahoma City Urban Renewal Authority in Connection with Proposed and Approved Projects, and Approving and Ratifying Actions Through June 30, 2016”

Mr. Perry, moved the adoption of this resolution and upon a second by Mr. Beffort, the vote was as follows:

Trustee J. Larry Nichols	Absent
Trustee James R. Tolbert, III	Aye
Trustee Mary Mélon	Aye
Trustee Russell M. Perry	Aye
Trustee Mark Beffort	Aye
Councilman Larry McAtee	Aye
Councilman David Greenwell	Absent

Resolution Adopted

Resolution No. 165 entitled:

“Resolution Approving an Amendment to the Agreement for General Counsel Services Between the Oklahoma City Redevelopment Authority and the Center for Economic Development Law”

Mr. Beffort, moved the adoption of this resolution and upon a second by Mr. Perry, the vote was as follows:

Trustee J. Larry Nichols	Absent
Trustee James R. Tolbert, III	Aye
Trustee Mary Mélon	Aye
Trustee Russell M. Perry	Aye
Trustee Mark Beffort	Aye
Councilman Larry McAtee	Aye
Councilman David Greenwell	Absent

Resolution Adopted

Presentation of Interim Financial Reports for the Period Ending June 30, 2016

Ms. Kenfield presented the financial statements for the period ending June 30, 2016.

There being no further business to come before the Board, meeting was adjourned at 10:09 a.m.

SECRETARY

OKLAHOMA CITY REDEVELOPMENT AUTHORITY

TRUSTEES

J. Larry Nichols
Chairman

James R. Tolbert III
Vice Chairman

Mark Beffort

David Greenwell

Larry McAtee, Jr.

Mary Melon

Russell M. Perry

EXECUTIVE DIRECTOR

Catherine O'Connor

To: Board of Trustees of the Oklahoma City Redevelopment Authority

From: Catherine O'Connor, Executive Director

Date: October 19, 2016

Ref: Resolution Adding Certain Acquisition and Relocation Services Providers and Land Title Examination and Title Insurance Service Providers to the Approved Vendors List for Professional Services Providers

Background: In order to comply with federal procurement policies, OCURA and OCRA passed respective resolutions authorizing the solicitation of vendors for frequently used professional services. In December of 2016, the Board approved a vendor list for professional services.

Due to a lack of responses for title services, the RFP was re-released to allow for additional vendors to be added to the list. The two companies that were originally approved will remain on the list. This proposed resolution will add the following six title companies to the approved vendor list:

- Old Republic Abstract and Title Company
- First American Title and Trust Company
- The Oklahoma City Abstract and Title Co.
- Trustmark Title Acquisition Group, LLC
- Stewart Abstract and Title of Oklahoma
- Chicago Title Oklahoma Co.

Additionally, this is a need for land acquisition and relocation services. These services were not a service requested in the initial release of the RFP thus an RFP was released to add land acquisition and relocation services to the preapproved vendors list. Only one response was received from Pinnacle Consulting Management Group, Inc. Pinnacle will be added to the approved vendor list.

The updated vendors list will still be valid through 2018. Schedule A to the Resolution contains an amended list of the recommended vendors for each category.

Summary of Agenda Item: Approving Additions to Vendor List

Recommendation: Approval of Resolution

Attachments: Schedule A – Amended Vendor List

RESOLUTION NO. _____

RESOLUTION ADDING CERTAIN ACQUISITION AND RELOCATION SERVICES PROVIDERS AND LAND TITLE EXAMINATION AND TITLE INSURANCE SERVICES PROVIDERS TO THE APPROVED VENDORS LIST FOR PROFESSIONAL SERVICES PROVIDERS

WHEREAS, the Board of Trustees of the Oklahoma City Redevelopment Authority (“OCRA”) has previously conducted a public, competitive procurement process and approved a list of preferred professional services providers from which both OCRA and the Oklahoma City Urban Renewal Authority may select providers for the period from January 1, 2016 through December 31, 2018 (“Approved Vendors List”); and

WHEREAS, the Executive Director has issued an additional request for qualifications for acquisition and relocation services providers and land title examination and title insurance services providers for addition to the Approved Vendors List; and

WHEREAS, after evaluating the responses to the additional solicitation, the Executive Director recommends the following professional services providers for consideration by the Board of Trustees for addition to the Approved Vendors List:

Abstract and Title Services:

Old Republic Abstract and Title Company
First American Title and Trust Company
The Oklahoma City Abstract and Title Co.
Trustmark Title Acquisition Group, LLC
Stewart Abstract and Title of Oklahoma
Chicago Title Oklahoma Co.

Land Acquisition Services:

Pinnacle Consulting Management Group, Inc.

WHEREAS, it is appropriate and desirable to add these professional services providers to the Approved Vendors List.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Oklahoma City Redevelopment Authority as follows:

1. The following professional services providers are hereby approved for addition to the Approved Vendors List:

Abstract and Title Services:

Old Republic Abstract and Title Company
First American Title and Trust Company
The Oklahoma City Abstract and Title Co.

Trustmark Title Acquisition Group, LLC
Stewart Abstract and Title of Oklahoma
Chicago Title Oklahoma Co.

Land Acquisition Services:
Pinnacle Consulting Management Group, Inc.

2. The Executive Director, with the advice and assistance of Legal Counsel, is authorized to enter into professional services agreements with the professional services providers listed on the Approved Vendors List, as amended.
3. The authorizations in this resolution shall not create any legal obligation for OCRA to enter into contracts with the professional services providers on the Approved Vendors List, as amended.
4. The Executive Director, Legal Counsel, and officers and staff of OCRA are authorized and directed to prepare and execute such documents, letters, and authorizations as may be appropriate and desirable to implement this resolution.

I, _____, Secretary of the Oklahoma City Redevelopment Authority, certify that the foregoing Resolution No. _____ was duly adopted at a **regular** meeting of the Oklahoma City Redevelopment Authority, held at the Arts District Garage Conference Room, 431 West Main Street, Suite B, Oklahoma City, Oklahoma 73102, on the **19th** day of **October, 2016**; that any notice required to be given of such meeting was properly given; that a quorum was present at all times during said meeting; and that the Resolution was duly adopted by a majority of the those present.

SECRETARY

(SEAL)

Schedule A
2016-2018 Professional Services Vendor Lists

1. Abstract and Title Services:

American Eagle Title Insurance Company*
Oklahoma Title and Closing Company*
Old Republic Abstract and Title Company
First American Title and Trust Company
The Oklahoma City Abstract and Title Co.
Trustmark Title Acquisition Group, LLC
Stewart Abstract and Title of Oklahoma
Chicago Title Oklahoma Co.

2. Architecture, City Planning, Urban Design and Landscape Architecture Services:

ADG, Inc.
Allen Brown Consulting, LLC
Butzer Architects and Urbanism
Callison RTKL
GSB, Inc. Architects & Planners
Guernsey
Lord Aeck Sargent
WSP Parsons Brinckerhoff

City Planning, Urban Design and Landscape Architecture Specific Services:

Planning Design Group, Inc.
LAUD Studio
Howard-Fairbairn Site Design

3. Civil Engineering and Traffic Studies Services:

ADG Inc.
Cardinal Engineering
EST, Inc.
Guernsey
Johnson & Associates
MacArthur Associated Consultants
Path Engineering
Traffic Engineering Consultants, Inc. (traffic studies only)

4. Land Acquisition and Relocation Services

Pinnacle Consulting Management Group, Inc.

5. Land Surveying Services:

EST, Inc.
CEC Infrastructure
Frontier Land Surveying
Johnson & Associates
Lemke Land Surveying
MacArthur Associated Consultants
White Hawk Engineering & Design, LLC

6. Appraisal Services:

Bradford J. Black
Central Resource Management Corp. dba Donald Wade & Assoc.
J.W. Hoyt & Associates
Schmook Appraisals Company
Stacy and Associates
RC Borders & Co.
Real Property Services, Inc. – Richard Riley

7. Environmental Assessment and Testing Services:

Enercon Services, Inc.
Est, Inc.
GMR & Associates, Inc.
Guernsey
Marshall Environmental Management, Inc.
SCS Aquaterra
Talon/LPE
Terracon Consultants, Inc.

Renewal of the vendor lists will occur at the end of 2018 unless deemed necessary to reissue requests for proposals prior by the Oklahoma City Urban Renewal Authority and/or Oklahoma City Redevelopment Authority.

*These companies responded to the original RFP and will remain on the vendor list. The other companies answered the re-released RFP.

Oklahoma City Redevelopment Authority
Statement of Net Position
and Reconciliation of Net Position to Fund Balance
as of August 31, 2016

Assets	
Current Assets	
Cash & Cash Equivalents	1,918,295
Cash & Cash Equivalents - Encumbered/Reserved	7,871,084
Investments - Encumbered/Reserved	7,883,000
Rent Receivable	-
Interest Receivable	75,264
Investment Income Receivable	5,830
Due from Other Governments	684,944
Total Current Assets	18,438,416
Capital Assets	
Land	506,891
Building & Undivided Ownership	8,615,214
Accumulated Depreciation	(3,129,157)
Total Capital Assets	5,992,948
Other Noncurrent Assets	
Notes Receivable	10,035,193
Other Assets	300,000
Total Other Noncurrent Assets	10,335,193
Total Assets	34,766,557
Liabilities	
Current Liabilities	
Current Portion of Long-term Debt	794,422
Accounts Payable	29,485
Due to Urban Renewal	5,403,645
Total Current Liabilities	6,227,552
Noncurrent Liabilities	
Deferred Revenue	22,176
Long-term Debt, less current portion	4,077,835
Total Noncurrent Liabilities	4,100,011
Total Liabilities	10,327,563
Net Position	24,438,993
Reconciliation of Net Position to Fund Balance	
<i>Not Reported in Governmental Funds Balance Sheet</i>	
Land	(506,891)
Building & Undivided Ownership	(8,615,214)
Accumulated Depreciation	3,129,157
Notes Receivable	(10,035,193)
Long-term Debt	4,872,257
Total Fund Balance	13,283,110

Unaudited - For management use only

Oklahoma City Redevelopment Authority
Governmental Funds Balance Sheet and Statement of Revenues
as of and for the Two Months ending August 31, 2016

	<u>TIF 1</u>	<u>Skirvin</u>	<u>Total</u>
Assets			
Cash & Cash Equivalents	1,918,295	-	1,918,295
Cash & Cash Equivalents - Encumbered/Reserved	2,120,033	5,751,050	7,871,084
Investments - Encumbered/Reserved	7,883,000	-	7,883,000
Rent Receivable	-	-	-
Interest Receivable	-	75,264	75,264
Investment Income Receivable	5,830	-	5,830
Due From Other Governments	684,944	-	684,944
Other Assets	300,000	-	300,000
Total Assets	12,912,102	5,826,314	18,738,416
Liabilities			
Accounts Payable	29,485	-	29,485
Due to Urban Renewal	3,645	5,400,000	5,403,645
Deposit	22,176	-	22,176
Total Liabilities	55,307	5,400,000	5,455,307
Fund Balance	12,856,795	426,314	13,283,110
Total Liabilities & Fund Balance	12,912,102	5,826,314	18,738,416
Revenues			
Apportioned Ad Valorem Taxes/PILOT - TIF 1	-	-	-
Rental Income	-	-	-
Interest Income	-	50,176	50,176
Investment Income	2,539	2,750	5,289
Other Income	-	-	-
Total Revenues	2,539	52,926	55,465
Expenditures			
Bioscience Development & Improvements	65,551	-	65,551
Public Parking & Related Public Improvements	-	-	-
Implementation & Administration of Project Plan	20,307	-	20,307
Other Project Redevelopment Activity Costs	-	-	-
Other - Payment to OCURA	-	-	-
Debt Service - Principal	131,792	-	131,792
Debt Service - Interest	10,976	-	10,976
Total Expenditures	228,627	-	228,627
Changes in Fund Balance	(226,088)	52,926	(173,162)
Fund Balance, Beginning of Year	13,082,883	373,388	13,456,271
Fund Balance, Current	12,856,795	426,314	13,283,110

Unaudited - For management use only

Oklahoma City Redevelopment Authority
Schedule of Investments
August 31, 2016

<u>Investments</u>	<u>Interest</u> <u>Rate</u>	<u>Maturity</u> <u>Date</u>	<u>Settlement</u> <u>Date</u>	<u>Amount</u>
People's United Bank	0.85%	10/11/16	10/08/14	245,000
Sallie Mae Bank	1.05%	10/24/16	10/22/14	245,000
Merchantile Commerce Bank	1.00%	12/19/16	12/17/14	245,000
Amalgamated Bank	0.75%	02/27/17	02/27/15	250,000
Capital Bank NA	1.05%	03/20/17	09/19/14	245,000
Berkshire Bank	0.75%	03/31/17	03/31/15	245,000
Cathay Bank	0.85%	03/31/17	03/31/15	245,000
Merrick Bank Corp	0.85%	05/11/17	05/11/15	250,000
American Express Centurion Bank	0.95%	05/15/17	05/14/15	250,000
Investors Bank	0.85%	05/19/17	05/20/15	248,000
Flushing Bank	1.00%	06/26/17	06/26/15	250,000
Cambridge Trust Co	1.00%	07/07/17	07/07/15	250,000
Ally Bank	1.15%	07/10/17	07/13/15	245,000
Comenity Capital Bank	1.15%	07/15/17	07/13/15	250,000
Capital One NA	1.15%	07/17/17	07/17/15	245,000
Branson Bank	1.00%	07/25/17	08/04/14	245,000
Discover Bank DE	1.25%	08/28/17	08/26/15	245,000
American Express Bank FSB	1.30%	09/05/17	09/04/14	245,000
BMO Harris Bank NA	1.10%	09/22/17	09/22/15	245,000
Firstbank of Puerto Rico	1.25%	10/02/17	10/02/15	245,000
First Niagara Bank	1.10%	10/10/17	10/09/15	245,000
Synovus Bank GA	1.00%	10/16/17	10/15/15	245,000
BMW Bank Salt Lake City UT	1.15%	10/16/17	10/27/15	245,000
Key Bank NA	1.05%	10/30/17	10/28/15	245,000
Enerbank USA UT	1.05%	10/30/17	10/29/15	245,000
TCF National Bank SD	0.95%	11/06/17	11/04/15	245,000
FirstMerit Bank OH	1.00%	11/13/17	11/13/15	245,000
Compass Bank	1.15%	11/16/17	11/16/15	245,000
Wex Bank	1.05%	11/20/17	11/20/15	245,000
Connectone Bank	1.10%	11/20/17	11/20/15	250,000
Wells Fargo Bank	1.15%	09/28/18	09/28/16	250,000
Capital One Bank USA	1.30%	09/30/19	09/28/16	245,000
Total TIF 1 Investments	1.06%			7,883,000

Oklahoma City Redevelopment Authority
Schedule of Investments
August 31, 2016

<u>Investments</u>	<u>Interest</u> <u>Rate</u>	<u>Maturity</u> <u>Date</u>	<u>Settlement</u> <u>Date</u>	<u>Amount</u>
People's United Bank	0.85%	10/11/16	10/08/14	245,000
Sallie Mae Bank	1.05%	10/24/16	10/22/14	245,000
Merchantile Commerce Bank	1.00%	12/19/16	12/17/14	245,000
Amalgamated Bank	0.75%	02/27/17	02/27/15	250,000
Capital Bank NA	1.05%	03/20/17	09/19/14	245,000
Berkshire Bank	0.75%	03/31/17	03/31/15	245,000
Cathay Bank	0.85%	03/31/17	03/31/15	245,000
Merrick Bank Corp	0.85%	05/11/17	05/11/15	250,000
American Express Centurion Bank	0.95%	05/15/17	05/14/15	250,000
Investors Bank	0.85%	05/19/17	05/20/15	248,000
Flushing Bank	1.00%	06/26/17	06/26/15	250,000
Cambridge Trust Co	1.00%	07/07/17	07/07/15	250,000
Ally Bank	1.15%	07/10/17	07/13/15	245,000
Comenity Capital Bank	1.15%	07/15/17	07/13/15	250,000
Capital One NA	1.15%	07/17/17	07/17/15	245,000
Branson Bank	1.00%	07/25/17	08/04/14	245,000
Discover Bank DE	1.25%	08/28/17	08/26/15	245,000
American Express Bank FSB	1.30%	09/05/17	09/04/14	245,000
BMO Harris Bank NA	1.10%	09/22/17	09/22/15	245,000
Firstbank of Puerto Rico	1.25%	10/02/17	10/02/15	245,000
First Niagara Bank	1.10%	10/10/17	10/09/15	245,000
Synovus Bank GA	1.00%	10/16/17	10/15/15	245,000
BMW Bank Salt Lake City UT	1.15%	10/16/17	10/27/15	245,000
Key Bank NA	1.05%	10/30/17	10/28/15	245,000
Enerbank USA UT	1.05%	10/30/17	10/29/15	245,000
TCF National Bank SD	0.95%	11/06/17	11/04/15	245,000
FirstMerit Bank OH	1.00%	11/13/17	11/13/15	245,000
Compass Bank	1.15%	11/16/17	11/16/15	245,000
Wex Bank	1.05%	11/20/17	11/20/15	245,000
Connectone Bank	1.10%	11/20/17	11/20/15	250,000
Wells Fargo Bank	1.15%	09/28/18	09/28/16	250,000
Capital One Bank USA	1.30%	09/30/19	09/28/16	245,000
Total TIF 1 Investments	1.06%			7,883,000