

**Yukon Economic Development Authority  
November 20, 2014**

The Yukon Economic Development Authority met in regular session on November 20, 2014 at 4:00 p.m. in the Council Chambers of the Centennial Building, 12 South Fifth Street, Yukon, Oklahoma.

ROLL CALL: (Present)     Ray Wright, Chairman  
                                   John Nail, Vice-Chairman (Absent)  
                                   John Alberts (Absent)  
                                   Mike Geers  
                                   Rena Holland  
                                   Ken Smith (Absent)  
                                   Tara Peters

**OTHERS PRESENT:**

|  |                                 |
|--|---------------------------------|
| Mike Segler, City Attorney             | Doug Shivers, City Clerk        |
| Larry Mitchel, Executive Director      | Sara Hancock, Deputy City Clerk |
| Gary Cooper, Technology Director       | Jeff Sabin, Counsel             |
| Amy Phillips, Administrative Assistant |                                 |

**1. Consider approving the minutes of the October 16, 2014 Regular meeting**

The motion to approve the minutes of the October 16, 2014 Regular meeting, was made by Mike Geers and seconded by Rena Holland.

**The vote:**

**AYES: Peters, Holland, Geers, Wright**

**NAYS: None**

**VOTE: 4-0**

**MOTION CARRIED**

**2. Review and Discuss a Draft Ordinance establishing the proposed Urban Gateway District.**

Mr. Mitchell stated at our last meeting we had a good discussion about Form Based Codes. We would like to proceed with a two part process. Information today discusses the overlay. We also came up with the name Urban Gateway District. Mr. Mitchell asked Jeff Sabin to discuss information. Mr. Sabin stated at the last meeting, we were instructed to prepare a draft Form Based Code. It's not quite ready to discuss yet. The information provided has a list of recommended changes to the existing zoning code that will allow for the Smartcode. The changes to the new overlay, includes design principles. It can be done with the existing PUD. Mr. Wright

questioned who takes subjective ideas and quantifies them? Mr. Sabin stated this will be addressed in the Smartcode. Mr. Wright asked if developer or builder could see requirements. Mr. Sabin stated clear guides will be stated in tables and illustrations. Mr. Mitchell stated tables have not been presented yet, but they are very helpful. Mr. Wright asked how we will educate builders. Mr. Mitchell stated to begin, we will use only in TIF District as pilot. We would have a preliminary meeting with developer to clarify. We may apply in downtown or if builders requests. Prairie West has an architectural planning firm retained who has exposure to this already. There is also potential for developer to split off parcels. Mr. Geers asked if Smartcode is a recognized term. Mr. Mitchell stated yes. Mr. Sabin stated it has been around, since early 90's. It started in Florida. It is heavily used in Texas. It was done in Hutto, Texas. Mr. Wright stated it seems to have great potential. However, as a developer, it is a little scary due to the fear of the unknown. Mr. Sabin stated it will take work with Development Services staff. We may also hold community workshops for developers. Mr. Wright asked, if we will present recommendation to the City Council. Mr. Segler stated yes. Mr. Mitchell stated we are looking at receiving your recommendation, then taking it to the Planning Commission and then City Council. Mr. Wright appreciates starting with one area. Mr. Mitchell stated starting with Phase I, East 20 – 30 acres. Mr. Sabin stated Smartcode is a unified development code that will take precedence, but doesn't replace zoning code.

**3. Review and Discuss a Memorandum outlining current Yukon School Clubs/Programs in response to the possible development of an Economic Assistance Program for Small Business start-ups.**

Mr. Mitchell stated Amy Phillips wrote the memo and did all the work gathering the information. They made a recommendation for the Jr. Achievement program. Possibly YEDA could sponsor the program later. Vo-Tech programs are not too active right now, due to relocation. Canadian Valley has design programs for Engineering, Aerospace, etc. Programs include providing a training program for Wind Farm Technicians. Mr. Geers thanked those for providing YEDA agenda material early. Mr. Mitchell hopes to get Smartcode information out a week early.

**4. Report from Executive Director with Related Discussion/Questions:**  
**A. YEDA Departmental Expense Summary**  
**B. FY 2014-2015 TIF Revenue Collections**  
**C. FY 2014-2015 Hotel/Motel Tax Collections Updated Report (handout)**

Mr. Mitchell stated we are a third thru the budget year. Expenditures are at 33%, which is right on budget.

TIF Revenue for October was \$19,500 and \$55,000 year to date. Collections should start smoothing out within the next two to three months.

Hotel/Motel collection is up and work on Garth Brooks is complete. Mr. Wright sated Fairfield Marriot is at 75% capacity. This is great!

**5. Informational Material**

- A. Demographic Information; Dossier & Public Management, an ICMA publication**
- B. Oklahoma Is: Unmanned Aerial Systems; ODOC (handout)**
- C. Business Retention and Expansion Report FY 2013-2014; Greater Oklahoma City Chamber (handout)**

Mr. Mitchell stated the demographic statistics are interesting.

He is amazed at the activity in Oklahoma. DRG building office in Edmond is adding 50 employees. Aerospace is up and coming.

Mr. Mitchell stated OKC Chamber survey has lots of good information. They rate different business climate factors. It is a very interesting annual report.

Mr. Wright questioned where we stood on Health Center Parkway. Mr. Segler stated we had to negotiate, told Lawyer there was no objection to the Title. Mr. Wright thought contract stated the City could start after it was signed. Mr. Segler stated yes, at our own risk. Mr. Mitchell stated utilities have been located and work will start December 1. The City had to pay one utility in advance. Mr. Segler stated ONG. Mr. Mitchell stated we will have to demo existing roadway first. It should take 120 days, if weather cooperates. Hopefully, it will be done by early March.

**6. Setting the date for the next Regular Economic Development Meeting for December 18, 2014 at 4:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St.**

Mr. Wright stated the Meeting Schedule for 2016 has been provided. Please mark your calendars.

**7. Adjournment**