

**Yukon Economic Development Authority
December 18, 2014**

The Yukon Economic Development Authority met in regular session on December 18, 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
 Mike Geers
 Rena Holland
 Ken Smith
 Tara Peters

(Absent) John Alberts

OTHERS PRESENT:

Larry Mitchel, Executive Director
Leslie Batchelor, Counsel
Gary Cooper, Technology Director

Doug Shivers, City Clerk
Sara Hancock, Deputy City Clerk
Amy Phillips, Administrative Assistant

1. Consider approving the minutes of the November 20, 2014 Regular meeting

The motion to approve the minutes of the November 20, 2014 Regular meeting, was made by Rena Holland and seconded by Mike Geers.

The vote:

AYES: Nail, Geers, Holland, Smith, Peters, Wright

NAYS: None

VOTE: 6-0

MOTION CARRIED

2. Review and Discuss final draft of Yukon Urban Gateway Smart Code Ordinance and take any action as deemed necessary and appropriate by the Trustees.

Mr. Mitchell had given lots of material to look at this week. He would like to bring your attention to the Summary Table and Allocations by Transect Zone. We think T5 will be the predominantly mixed use category in the Prairie West development. You can use T5 on 40% - 50% of the development with T4 and T6 being the smaller percentages used. The mix will help the Developer put their Regulatory Plan together. If you look at the table, it shows how the pieces come together. The other observation Mr.

Mitchell would like to make is on page 10, Process, under 1.4: Consolidated Review Committee. The committee would see if the Developer's plans meet conditions or if variances or warrants would be required. Major changes to the standards would require approval from the City Council. Any variances would come through YEDA go to the Planning Commission and be approved by the Council. Mayor Smith stated variances go through the Board of Adjustment. By reading this, it gives this committee the opportunity to circumvent all. Mr. Mitchell stated there is another piece that discusses Administrative Guidelines. Mr. Smith stated this already happens, can you explain. Mr. Mitchell stated permit can be issued without Council approval. Mr. Smith stated the alert word is variance. Mr. Mitchell stated minor changes done administratively. He stated term variance here is different from what you're describing. Mrs. Batchelor directed the attention to section 1.5.3, variance granted only in compliance with local code. Mr. Smith asked if we could add a definition of variance or level of. Mrs. Batchelor stated this is just a draft to flag areas of clarification. Mr. Smith stated definition needed clarifying what would not be major enough to go through our Board of Adjustment. Sam Day stated variance would have to prove hardship. Asa Highsmith stated this is similar process we go through with Oklahoma City. Mr. Wright asked Mr. Smith if he was trying to clarify the variance in this is same as traditional. Mr. Smith stated yes. Maybe another word should be used. Mr. Wright stated it should be defined and handled the same. Mr. Mitchell stated we could do this.

Mr. Geers asked if a Developer brought in plans that comply, they don't need any TIF money, and are ready to build, where does review go? Mr. Mitchell stated staff review, typical permit process. Mrs. Batchelor stated plans will also be submitted to YEDA. Mr. Wright questioned if we are comfortable with original development plan following land regardless of owners. Mrs. Batchelor stated yes. Mr. Highsmith stated new Community Plan sets framework for total development. Mr. Wright wants option to make changes to remain with City. Mr. Wright wants pieces sold off to be bound by preliminary. Mr. Highsmith stated it will be under this. Mr. Day stated builder plan approved administratively. Mr. Wright asked about the empty lots that are in the existing development and TIF district, will we work on blending these in with design cues. Mrs. Batchelor stated there are a couple of options on how overlay district will apply. Owners can provide Community Development Plan. It can be done collaboratively or individually by property owners. Mr. Wright doesn't want things taken away, but could see using design cues from Prairie West. Mr. Smith stated key might be they have to submit same process, as Prairie West. Mr. Highsmith asked if it would make sense to present this to stakeholders. Mr. Wright stated no, most are out of state. Mr. Highsmith stated could work to articulate options. Mr. Mitchell stated anyone seeking financial assistance or incentive through the Authority would have to qualify or anyone needing to re-plot. Mr. Smith questioned how other developers could be held to standards, if not asking for something. Mrs. Batchelor stated implications only clear when the Plan to Develop is submitted. We should have conversations with owners. Mr. Wright stated they could probably get the four local owners with empty lots together. Mr. Day stated we could have smaller new Community Plans independent of Prairie West and still abide by code. Mr. Smith

stated still can't hold to same standard as Prairie West. Mrs. Batchelor stated just asking for something different from the property owner's, not more. Mr. Wright stated design could be more flexible with the new standards. It would be optimum, if governed by current options with some options from new. Mr. Smith questioned how owners would perceive. Mr. Geers asked if we were going to overlay the whole city or just the development. Mr. Smith stated TIF District. Mrs. Batchelor stated other areas could opt in. Mr. Highsmith stated we will look at what other cities have adopted. Mr. Smith asked if a motion needed to be made pending further review. Mr. Mitchell stated not needed. He stated we needed to think about using smartcode to include parking lots. Sea of parking not needed. Mr. Wright stated there are lots of parking lots that are only filled a few days a year. Mr. Mitchell stated there will probably be arguments over parking. Mr. Wright stated most lots sit 2/3 empty. Mr. Highsmith stated street parking takes some load off and makes street active.

Mr. Wright stated no action will be taken, directed staff to continue revising.

3. Consider approving Resolution No. 2014-26, a Resolution recommending the approval of proposed amendments to the City of Yukon zoning ordinance that will allow for the creation of a Form-Based Code overlaying the Frisco Road Economic Development Project Plan Project Area.

The motion to approve Resolution No. 2014-26, a Resolution recommending the approval of proposed amendments to the City of Yukon zoning ordinance that will allow for the creation of a Form-Based Code overlaying the Frisco Road Economic Development Project Plan Project Area, was made by Ken Smith and seconded by Mike Geers.

Mrs. Batchelor stated this is recommending concept to allow, but does not obligate. Mr. Smith stated Frisco Road area is not TIF District. What are we talking about? Mrs. Batchelor stated areas are the same per map. Mr. Wright clarified, if we approve this, you will work on differences between Prairie West and the other land. Mrs. Batchelor stated and come back with options for land owners. Mr. Wright clarified this is changing the concept to Form Based Code. Mr. Mitchell stated it will open discussion with Development Services, as well as, maybe having workshops with Planning Commission. Mr. Smith clarified Frisco Road Economic Development Project Plan Project Area is interchangeable phrase with TIF District. Mrs. Batchelor stated yes. Mr. Geers stated property owners need to know about changes. Mr. Wright stated staff needs to deal specifically with individual owners other than Prairie West coming up with options. Mr. Smith clarified approving concept doesn't lock others in. Mr. Wright stated correct. Mrs. Batchelor stated we could make a slight change in Resolution to make that clear.

Mr. Smith amended his motion to incorporate the final decision being made after the changes have been presented for our consideration, seconded by Mike Geers.

The vote:

AYES: Holland, Wright, Nail, Peters, Geers, Smith

NAYS: None

VOTE: 6-0

MOTION CARRIED

Mr. Wright left meeting at 4:43 pm and Mr. Nail, Vice-Chairman, presided.

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 expenditures at 40% year to date. We are mostly on budget. TIF Revenue Collections; we have four retailers open with great response, revenue should keep improving. Hotel/Motel Tax still surprising, it is up over \$50,000 from last year. Mr. Geers asked for clarification of expenditures for Phase I and Phase II Design. Mr. Mitchell stated Phase I is right now and Phase II connects Health Center Parkway to Frisco Road.

5. Informational Material

A. Oklahoma Employment Report – October 2014; Oklahoma Employment Security Commission

Mr. Mitchell stated the unemployment rate for Oklahoma City MSA Metro is at 3.9%. 4% unemployment rate is considered fully employed.

6. Setting the date for the next Regular Economic Development Meeting for January 15, 2015 at 4:00 p.m., in the Council Chambers of the Centennial Building, 12 S. Fifth St.

7. Adjournment