

*Minutes of the Regular Session*

**Date: December 10, 2020**

In accordance with the "Oklahoma Open Meetings Act, the **Regular Session** of the **Medicine Park Economic Development Authority** was called to order at **6:01 p.m.** by Jean Schucker, Chairman.

**Members Present:** John Branch, Jean Schucker, Kelly Price

**Members Absent:** Roger Johnson

**MPEDA Attorney:** Julie Alsbrook

**Recorder:** Kirsten Sellens, Town Clerk

1. **Citizen Comments**-See list.
  
3. **Discuss and take action to approve financial reports.** Motion by Branch to approve financials. Second by Price.  
Johnson- Absent Branch-Yes Schucker-Yes Price-Yes **Motion Carried.**
  
- Dr. Roger Johnson arrived at 6:05 p.m.
  
4. **Discuss and take action to approve claims and reimbursements.** Motion by Price to approve claims and encumbrances. Second by Branch.  
Johnson- Yes Branch-Yes Schucker-Yes Price-Yes **Motion Carried.**
  
2. **Discuss and take action on minutes of the November 12, 2020, regular meeting.** Motion by Johnson to approve the minutes with the following correction: Item #15, 3<sup>rd</sup> page, second sentence add "properties" after MPEDA and 3<sup>rd</sup> sentence remove the word "from". Second by Price.  
Johnson- Yes Branch-Yes Schucker-Yes Price-Yes **Motion Carried.**
  
5. **Discuss and take action to approve a draft 2021 MPEDA budget.** Motion by Branch to approve the 2021 MPEDA Budget. Second by Johnson.  
Johnson- Yes Branch-Yes Schucker-Yes Price-Yes **Motion Carried.**
  
6. **Discuss and take action on a new MPEDA trustee for the open position on the board.** Motion by Johnson to accept Shawn Bryans to fill the MPEDA Board vacancy and recommend to the Board of Trustees. Second by Price.  
Johnson- Yes Branch-Yes Schucker-Yes Price-Yes **Motion Carried.**
  
7. **Update on Bath Lake bathrooms. Take any necessary action.** Schucker reported that Planning and Preservation Commission granted a Floodplain Permit for the project and Building Permit will be issued once Commercial Inspector approves the plans and changes.  
**No Action.**
  
8. **Approve Craig Higley invoice for Bath Lake Bathroom Building Code Plan Review -- \$1,482.00.** Motion by Johnson to approve \$1482.00 for code review and inspections for new Bath Lake bathroom project. Second by Price.  
Johnson- Yes Branch-Yes Schucker-Yes Price-Yes **Motion Carried.**
  
9. **Discuss and take action to complete Bath Lake Bathroom building scope of work bid form and authorize Town Clerk to advertise for bids.** Schucker requested the Trustees take the draft scope of work home to look it over. Town Clerk recommended that she bring the draft of bid notice to the next meeting and they can vote on a date to open bids and to considered whether they want to include a pre-bid meeting to answer any questions. Motion by Johnson to table to next month. Second by Branch.  
Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**

10. **Update on porta-potties. Take any necessary action.** Schucker reported the portapotties and handwashing station have been removed at Bath Lake. The one at Hitchin' Post Park is still there. Town Clerk stated that was placed there at the last large event for MPEDA. Schucker will call to have it removed. **No Action.**
11. **Discuss and take action to turn off the Cotton Electric MPEDA meters behind Mrs. Chadwick's Bakery and behind Red Neck Candles. The meter adjacent to the Main Stage will be turned off after the stage is removed.** Schucker reported there is no need for use of those meters and will be a small cost savings. Motion by Johnson to turn off the Cotton Electric MPEDA meters behind Mrs. Chadwick's Bakery and behind Red Neck Candles and the meter adjacent to the Main Stage will be turned off after the stage is removed. Second by Price. Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**
12. **Discuss and take action on Scope of Work for street entertainers.** Motion by Johnson to accept the Scope of Work (SOW) for street entertainers. Second by Price. Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**
13. **Update on Christmas Carnival and Parade Dec. 19 from Pat Shaughnessy. Take any necessary action.** Shaughnessy reported toys have been acquired. bath Lake area for the ponies. Tractor and corn hole will be on East Lake. Would like the road closed from about the emporium to the Auto Bridge. Event is from 10:00 am-6:00 pm. Parade starts at 2:00 pm and line up is 1:00 pm at the water treatment plant on Water Street. Motion by Branch to approve \$850.00 to Southwest Ponies. Second by Price. Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**
14. **Discuss and take action to hire Mr. and Mrs. Corey Mack as the Grinch and Cindy Lou for the Dec. 19, 2020 parade, cost not to exceed \$500.00.** Much discussion. **No Action.**
15. **Discuss and take action to send Jean Schucker to the OSU online grant-writing class starting Jan.13, 2021 or if full, Feb. 10, 2021. Cost is \$299.** Motion by Branch to approve Chair Schucker to attend the OSU Grant Writing class at a cost of \$299.00. Second by Johnson. Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**
16. **Update on MPEDA event season 2021. Take any necessary action.** Clerk pointed out; the event schedule does not have the Polar Plunge Week January 30, 2021- Feb 6, 2021 on it. Shaughnessy will send digital artwork and Schucker will update the Event list. **No Action.**
17. **Discuss and take action to appoint Yolanda Ramos to request OTC special event permits for the five annual events approved by MPEDA.** Motion by Johnson to appoint Yolonda Ramos to request OTC Special Event Permits for the five annual events. Second by Price. Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**
18. **Discuss and take action to allow local business owners to be excused from paying vendor fees during scheduled MPEDA events, or, as an option a discounted vendor fee.** Motion by Branch to excuse medicine Park Business owners from paying vendor fees during scheduled MPEDA Events. Second by Johnson. Johnson- Yes Branch-Yes Schucker- Yes Price-Recuse **Motion Carried.**
19. **Discuss and take action to request that Town Board of Trustees place on the April 2021 ballot to increase the sales tax revenue for MPEDA from .08 percent to 10 percent of the monthly total sales tax revenue.** Motion by Schucker to recommend to the Board of Trustees to increase MPEDA's monthly sales tax allocation from 8% to 10% and place on the April 2021 Ballot. Second by Johnson. Johnson- Yes Branch-Yes Schucker- Yes Price-Yes **Motion Carried.**

- 20. **Update on Parkie BBQ in late spring, and Movie Nights at Bath Lake this summer.**  
Schucker would like to see the Parkie BBQ coincide with the opening of the bathrooms, perhaps on a Monday before bath Lake opens. Price is still working on Movie Night in Bath Lake and will discuss with Kim Johnson how to move forward. **No Action.**
- 21. **Discuss and take action to approve renewal of the annual Elk Mountain contract for storage space #7.** **No Action.**

**ATTORNEY REPORT-** Town Clerk shared with Alsbrook a case out of City of Norman they lost due to improper wording on an agenda. Agenda items need to be clear. The case is on appeal and she will pass on when she hears new information.

**NEW BUSINESS-** None

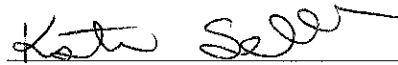
**BOARD COMMENTS-** Johnson apologized for being late.

Motion by Branch to adjourn. Second by Price

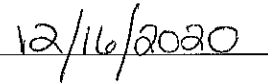
Johnson- Yes Branch-Yes Schucker-Yes Price-Yes

**Motion Carried.**

**Meeting adjourned at 7:35 p.m.**



Town Clerk



Date

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MPEDA Chairman or Vice Chair

Date