

**MINUTES OF THE REGULAR MEETING OF  
OF THE MOORE URBAN RENEWAL AUTHORITY  
JULY 12, 2021 – 6:30 P.M.**

The Moore Urban Renewal Authority met in the City Council Chambers, 301 North Broadway, Moore, Oklahoma on July 12, 2021 at 6:30 p.m. with Chairwoman Marlene Wood presiding.

*Marlene Wood  
Chairwoman*

*Aiden Street  
Commissioner*

*Robert Clark  
Commissioner*

*David Roberts  
Commissioner*

*William Jones  
Commissioner*

STAFF PRESENT: Brooks Mitchell, City Manager; Vanessa Kemp, City Clerk

ALSO PRESENT: Emily Pomeroy, attorney with the Center for Economic Development Law.

**Agenda Item Number 1 being:**

CALL TO ORDER

Chairman Wood called the meeting to order and asked the City Clerk to call the roll.

**Agenda Item Number 2 being:**

ROLL CALL

PRESENT: Street, Jones, Wood

ABSENT: Roberts, Clark

**Agenda Item Number 3 being:**

STATEMENT OF COMPLIANCE WITH THE OKLAHOMA OPEN MEETING ACT.

Brooks Mitchell, Executive Director, confirmed that the agenda was properly posted in accordance with the Open Meeting Act.

**Agenda Item Number 4 being:**

APPROVAL OF MINUTES FROM THE JUNE 14, 2021 MEETING.

**Commissioner Street moved to approve the minutes from the June 14, 2021 meeting, second by Commissioner Jones. Motion carried unanimously.**

Ayes: Street, Jones, Wood  
Nays: None  
Absent: Roberts, Clark

**Agenda Item Number 5 being:**

PRESENTATION AND DISCUSSION OF THE VALUATION TRACTS 6 AND 7 APPRAISAL REPORT AND REVIEW OF APPRAISAL.

Emily Pomeroy with the Center for Economic Development Law advised that Brett Brown with Real Estate Technical Services would be giving a presentation regarding his analysis of the fair market values for Tracts 6 and 7 in the Cleveland Heights Addition. Mr. Brown presented a summary of his fair market value analysis of Tracts 6 and 7, explaining the need for the separate valuation from the large appraisal and discussing the comparable sales used in the analysis. Ms. Pomeroy noted that the review appraiser, Michael Stacy with Stacy and Associates, agreed in his review appraisal with Mr. Browns' analysis and the values he placed on the tracts. She advised that acquisition efforts could begin on all parcels except for the five improved parcels within the Cleveland Heights area that would receive separate appraisals.

She stated that no action was necessary on the item.

**Agenda Item Number 6 being:**

DISCUSSION, CONSIDERATION, POSSIBLE ACTION TO APPROVE AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL SERVICES WITH REAL ESTATE TECHNICAL SERVICES, INC. (BRETT BROWN AS ITS PRINCIPAL) FOR APPRAISAL SERVICES NECESSARY AND APPROPRIATE TO THE IMPLEMENTATION OF THE CLEVELAND HEIGHTS URBAN RENEWAL PLAN.

Brooks Mitchell, City Manager, indicated that Agenda Items No. 6 and 7 were companion items related to amendments to the agreements made with Brett Brown and Michael Stacy incorporating separate appraisals for improved parcels 6 and 7, and the rest of Cleveland Heights as a whole, along with the associated fees. Mr. Mitchell recommended approval of the items.

**Commissioner Jones moved to approve an Amendment to the Agreement for Professional Services with Real Estate Technical Services, Inc. (Brett Brown as its principal) for appraisal services necessary and appropriate to the implementation of the Cleveland Heights Urban Renewal Plan, second by Commissioner Street. Motion carried unanimously.**

Ayes: Street, Jones, Wood  
Nays: None  
Absent: Roberts, Clark

**Agenda Item Number 7 being:**

DISCUSSION, CONSIDERATION, POSSIBLE ACTION TO APPROVE AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL SERVICES WITH STACY AND ASSOCIATES, INC. (MICHAEL STACY AS PRINCIPAL) FOR REVIEW APPRAISAL SERVICES NECESSARY AND APPROPRIATE TO THE IMPLEMENTATION OF THE CLEVELAND HEIGHTS URBAN RENEWAL PLAN.

**Commissioner Jones moved to approve an Amendment to the Agreement for Professional Services with Stacy and Associates, Inc. (Michael Stacy as principal) for review appraisal services necessary and appropriate to the implementation of the Cleveland Heights Urban Renewal Plan, second by Commissioner Street. Motion carried unanimously.**

Ayes: Street, Jones, Wood  
Nays: None  
Absent: Roberts, Clark

**Agenda Item Number 8 being:**

DISCUSSION, CONSIDERATION, POSSIBLE ACTION TO ACCEPT THE ANNUAL REPORT AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO FILE SUCH ANNUAL REPORT WITH THE CITY COUNCIL.

Emily Pomeroy, attorney with the Center for Economic Development Law, presented the Annual Report. She stated that under the Urban Renewal Law the Authority must provide an annual report at the end of each fiscal year that included a Statement of Activities and a Financial Statement. Ms. Pomeroy advised that the report will be filed with the City and accepted by the City Council.

**Commissioner Street moved to accept the Annual Report and to authorize the Executive Director to file such Annual Report with the City Council, second by Chairwoman Wood. Motion carried unanimously.**

Ayes: Street, Jones, Wood  
Nays: None  
Absent: Roberts, Clark

**Agenda Item Number 9 being:**

ITEMS FROM THE EXECUTIVE DIRECTOR.

Brooks Mitchell, Executive Director, stated that since the Authority had received all of the appraisals except for the improved properties a meeting could be initiated with the Moore Public Schools who had previously expressed an interest in some of the property for a proposed school expansion. Mr. Mitchell advised that the cash balance, as reflected in the Annual Report, was \$265,000. He noted that the City Council approved adding another \$50,000 in this fiscal year's budget; however additional funding sources would likely be necessary.

**Agenda Item Number 10 being:**

ADJOURNMENT

**Commissioner Jones moved to adjourn the meeting of the Moore Urban Renewal Authority, second by Commissioner Street. Motion carried unanimously.**

Ayes: Street, Jones, Wood  
Nays: None  
Absent: Roberts, Clark

**The Moore Urban Renewal Authority meeting was adjourned at 6:55 p.m.**

TRANSCRIBED BY:

\_\_\_\_\_  
RHONDA BAXTER, Executive Assistant

FOR:

\_\_\_\_\_  
AIDEN STREET, Secretary

These minutes passed and approved as noted this \_\_\_\_ day of \_\_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
VANESSA KEMP, City Clerk