

This is to certify that in conformity with the Oklahoma Open Meeting Act, public notice of the date, time and place of this meeting, was given to the City Clerk of Durant on the 12th day of November, 2019 and that an agenda of said meeting was posted at the place of such meeting at 2:35 p.m. on the 25th day of November, 2020.

**MINUTES OF THE REGULAR SCHEDULED MEETING OF DURANT
COMMUNITY FACILITIES AUTHORITY OF December 1, 2020 AT 3:00 PM,
Roscoe J. Hatfield Council Chambers, 300 West Evergreen, Durant,
Oklahoma 74701**

CALL TO ORDER

Chairman Tomlinson called the meeting to order at 3:04 p.m.

ROLL CALL

Present: Trustee Kelly Dillard
Trustee Joey Gosnell
Trustee Mike Morris
Vice Chairman Mark Webb
Chairman Jerry Tomlinson

Absent: Trustee Keith Baxter
Trustee Darin Grover
Trustee Chris Pierce
Trustee Anne Tuttle

(*denotes partial attendance)

Chairman Tomlinson declared a quorum.

1. Consent Items

To help streamline meetings and allow the focus to be on other items requiring strategic thought, the "Consent Items" portion of the agenda groups the routine, procedural, and self-explanatory non-controversial items together. These items are voted on in a single motion (one vote). However, any Council member requesting further information on a specific item thus removes it from the "Consent Items" section for individual attention and separate vote.

- a. Consider Approval of Regular Meeting Minutes of September 1, 2020
- b. Consider Approval of Special Called Meeting Minutes of October 6, 2020

- c. Consider Approval of 2021 Meeting Schedule of the Durant Community Facilities Authority
Approved

Motion was made by Mike Morris and seconded by Joey Gosnell to approve consent items as presented.

Motion Passed with the following vote:

Ayes: Dillard, Gosnell, Morris, Tomlinson, Webb

Absent: Baxter, Grover, Pierce, Tuttle

2. Information Items

- a. Financial Reports - October 31, 2020

Finance Director/Treasurer AnChen Lai presented the financial reports and answered questions from the Authority Board.

- b. Ron Cross Senior Activity Center Renovation Project Update

Shane Knight addressed the Authority Board and stated the bid for renovation of the new Senior Center was awarded to Cavins Construction. Mr. Knight stated the construction timeline of 150 days begins December 1, 2020. A full crew will be on site beginning Monday, December 7, 2020. City Manager John Dean introduced Mike Davis as Senior Center Coordinator.

- c. Arena/Convocation Center Activity Update

Vice Chairman Webb spoke on behalf of Trustee Keith Baxter who was absent. Mr. Webb state basketball practice is taking place however no other sports activities are being held at this time. There will be no December commencement held at the arena. Campus buildings are open however social distancing and masks are required.

- d. Durant Multi-Sports Complex Activity Update

Caleb Gwaltney addressed the Authority Board and reviewed project list which is attached and incorporated into the minutes. Mr. Gwaltney introduced Carissa Mikesic who is the newly hired Recreation and Marketing Coordinator. Assistant City Manager James Dalton stated he and Mr. Gwaltney are working on a Parks Plan.

3. Administration

- a. Discussion of Infrastructure Improvements at Carl Albert and Dixon Durant Parks and Take Possible Action

Assistant City Manager James Dalton presented a PowerPoint presentation of Carl Albert and Dixon Durant Parks Critical Infrastructure Needs as of December 2020. Mr. Dalton began by reviewing improvements completed at Carl Albert Park to date. Mr. Dalton listed some of the principal areas of concern as:

Drainage issues at the parking areas for Carl Albert Park and the swimming pool. The far west lot needs gravel. The east lot needs drainage overlay. A concrete plume needs to be created to carry the drainage to Chuckwa Creek;

Lighting Plan for the Carl Albert Park walking track, swimming pool parking lot and Dixon Durant Park. Mr. Dalton stated lighting is needed to help eliminate continual vandalism. Mr. Dalton stated OGE claims converting to LED lighting could reduce lighting costs by 2/3rds.

Place heat in park restrooms to prevent pipes from freezing. Currently, portable toilets are placed in front of parks restrooms during winter.

Replace concrete under pavilion at Dixon Durant Park and repair/replace concrete damage on walking track at Dixon Durant Park.

Mr. Dalton requested a total amount of \$150,000 in funding from the DCFA to purchase materials for these projects. City employees would be performing all labor.

Motion was made by Mark Webb and seconded by Mike Morris to approve \$150,000 to fund capital expenditures at Carl Albert Park and Dixon Durant Park as presented.

Motion Passed with the following vote:

Ayes: Dillard, Gosnell, Morris, Tomlinson, Webb

Absent: Baxter, Grover, Pierce, Tuttle

4. Citizen Comments on Non-Agenda Items

There were no citizen comments.

5. New Business

There was no new business.

Adjournment

Motion was made by Mark Webb and seconded by Kelly Dillard to adjourn meeting.

Motion Passed with the following vote:

Ayes: Dillard, Gosnell, Morris, Tomlinson, Webb

Absent: Baxter, Grover, Pierce, Tuttle

DCFA Meeting December 1st, 2020

DMSC Update

- ❖ Complex has been closed for winter and will be winterized in the coming weeks
- ❖ Marketing plan draft has been turned in to administration
- ❖ Hired a new Recreation and Marketing Coordinator, Carissa Mikesic
- ❖ Working on hiring new maintenance workers
- ❖ Lights at complex replaced by Oklahoma LED
- ❖ Meeting scheduled this week with Oklahoma LED to discuss LED field lights
- ❖ Fixed maintenance issues in office and around complex, looking to get sensor lights installed in restrooms
- ❖ 3 AC/Heating units have been installed in concessions (football, baseball and softball)
- ❖ Automatic pavilion LED lights have been installed at the Football and Baseball entrances
- ❖ Safety features have been updated (all fire extinguishers updated, first aid/eye wash stations have been bought and installed)
- ❖ Collecting estimates to build field covers on three baseball and softball fields
- ❖ Collecting estimates on mesh outfield covers, fence safety toppers and field marking signs for all complex fields
- ❖ Collecting estimates on benches for the soccer fields and for the football field
- ❖ Completed contract agreement with PAC Sports to host 13 tournaments from last week of March 2021 through July 2021
- ❖ Agreement for installation of four new scoreboards/video boards with Youth Scoreboards