

Minutes

THE BOARD OF TRUSTEES OF THE TUTTLE DEVELOPMENT AUTHORITY MET IN REGULAR SESSION ON **SEPTEMBER 9, 2019 AT 7:00 P.M.** IN THE TUTTLE CITY HALL BUILDING LOCATED AT 221 W. MAIN STREET

MEMBERS PRESENT: SCOTT DICKSON, TODD LITTLETON, AUSTIN HUGHES, MARY SMITH AND AARON MCLEROY

MEMBERS ABSENT: NONE

STAFF PRESENT: TIM YOUNG, DAVID PERRYMAN, WENDY MARBLE, DON CLUCK, AARON SLATTERY, BRUCE ANTHONY, LAURIE KOELSCH, KARA BLEVINS, KAYLEY GORDON, MATT MEARS AND SEAN FAIRBAIRN

OTHERS PRESENT: LESLIE WALKER, JAYSON KNIGHT AND OTHERS THAT DID NOT SIGN IN

CALL TO ORDER Mayor McLeroy called the meeting to order at 8:10 p.m.

ORDER OF BUSINESS

1. Discussion and questions regarding items on the consent docket

None

2. CONSENT DOCKET

(This item is placed on the agenda so that the Board of trustees, by unanimous consent, can designate routine items and those items requiring minimum discussion to be approved or acknowledged in one motion. If any item does not meet with approval of all Board members, that item will be removed from the consent docket and considered in regular order)

- a. APPROVAL minutes for TDA meeting August 12, 2019
- b. ACKNOWLEDGMENT receipt of payroll and claims for August 2019
- c. APPROVING AND AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT PERTAINING TO PUBLIC FINANCE TRANSACTIONS WITH MUNICIPAL FINANCE SERVICES, INC.
- d. APPROVAL purchase of hand holes from CSC not to exceed \$49,000
- e. APPROVAL purchase of fiber duct from Western Supply not to exceed \$49,000
- f. APPROVAL purchase of splicing cases not to exceed \$50,000

- g. APPROVAL purchase of splicing materials, grounding materials, aerial hangers, aerial "snowshoes," and other miscellaneous outdoor plant materials not to exceed \$50,000
- h. APPROVAL purchase of optical node terminals not to exceed \$50,000
- i. APPROVAL purchase of fiber optic cable not to exceed \$50,000
- j. APPROVAL amended contract with Dobson Communications

Motion was made by Dickson, seconded by Hughes to approve Consent Docket Items 2 a, b, c, d, e, f, g, h, i, and j. Motion carried as follows:

Aye: Dickson, Littleton, Hughes, Smith and McLeroy

Nay: None

3. CONSIDERATION of Items Removed from Consent Docket

Strike

4. DISCUSSION and related CONSIDERATION award of contract for the construction and installation of fiber optic cable infrastructure for the WTUT, TUTT, MARI, ETUT, and WOAK Customer Service Areas (CSA's)

Gary Beikman presented bid for the west portion of Tuttle was conducted, 18 contractors were invited, 9 of these placed bids, Floyd's Equipment was the low bidder with the base and alternate bid of \$1,469,691.50. Dickson asked if there are any concerns about using Floyd's? Beikman stated they are a reputable contractor that has been in this business for a very long time.

Perryman asked about completion date. Beikman stated the start date is September 30, 2019 with a completion toward the end of February 2020. They have 90 working days to complete.

Motion was made by Smith, seconded by Littleton to accept the bid and award the contract to Floyd's Equipment.

Motion carried as follows:

Aye: Dickson, Littleton, Hughes, Smith and McLeroy

Nay: None

Motion was made by Littleton, seconded by Smith to recess the Tuttle Development Authority meeting at 8:20 p.m. and begin Tuttle Public Works Authority meeting.

Motion carried as follows:

Aye: Dickson, Littleton, Hughes, Smith and McLeroy

Nay: None

Motion was made by Littleton, seconded by Hughes to reconvene the Tuttle Development Authority, Tuttle Public Works Authority and City Council meetings at 8:21 p.m. and begin Executive Session after a five-minute break.

Motion carried as follows:

Aye: Dickson, Littleton, Hughes, Smith and McLeroy

Nay: None

Motion was made by Littleton, seconded by Smith to reconvene the Tuttle Development Authority meeting at 9:04 p.m.

Motion carried as follows:

Aye: Dickson, Littleton, Hughes, Smith and McLeroy

Nay: None

Perryman announced for the record that only items on the agenda were discussed in Executive Session and no action was taken in Executive Session.

5. DISCUSSION and related CONSIDERATION regarding the status of the Fiber-to-the-Home project

Littleton asked for update on Cedar Springs and Cottonwood additions. Koelsch presented the report did not have those additions updated. Littleton asked what the installation goal for the month will be. Young stated 20 installs a week. Dickson asked if the report could include a column that lists the interested parties. McLeroy stated they would like to know how many residents are interested in being connected. Dickson asked about help desk calls. Koelsch stated 62 was a high number but the storms last month knocked out power and that took out some routers. Dickson asked about a warranty for the routers that could be void if customer is not using a surge protector. Staff and council discussed various options for surge protection. Young presented a revenue and expense report for the Fiber System.

6. EXECUTIVE SESSIONS

(Section 307, Title 25, Oklahoma Statutes permits the public body to meet in executive session for certain specified reasons under certain specified conditions. Any formal action will occur in regular session)

- a. CONSIDERATION to conduct an EXECUTIVE SESSION to discuss a potential claim against Flock Enterprises, Inc. and/or Granite Re, Inc. (Proposed Executive Session pursuant to 25 O.S. Section 307 (B)(4) for confidential communications between the City Manager, the City Council and the City Attorney concerning this pending claim upon the advice of the City Attorney and if the City Council determines that public disclosure would seriously impair the ability of the City of Tuttle to process the claim or conduct an investigation. The City Council shall make such determination in open session. No action shall be taken in executive session and any action taken at the conclusion of the executive session must be taken in open session.)

1. CONSIDERATION action related to Executive Session Item 6a

NEW BUSINESS

ANNOUNCEMENTS

ADJOURNMENT

**Motion was made by Littleton, seconded by Dickson to adjourn the Tuttle Development Authority meeting at 9:30 p.m. Motion carried as follows:
Aye: Dickson, Littleton, Hughes, Smith and McLeroy
Nay: None**

Attest:

TDA Secretary

Chairman, Aaron McLeroy