



**SPECIAL MEETING MINUTES
BLOCK 34 CITIZEN TASK FORCE
DECEMBER 2, 2017 at 8:00 a.m.
Room 2073
723 S. Lewis Street
Stillwater, OK 74074**

**Task Force members: Chair Jim Beckstrom, Vice Chair Victoria Berry, Ariel Ross, Russ Teubner, Kevin Fowler
Staff present: City Attorney John Dorman, Assistant to City Manager Patti Osmus, Development Services
Director Paula Dennison, CFO Melissa Reames
Others Present: David Reed of Sparks Reed Architects, Stephen Gose, Julie Couch**

1. Call Meeting to Order

2. General Orders

a. Approval of minutes:

- i) October 28, 2017
- ii) November 6, 2017
- iii) November 8, 2017
- iv) November 27, 2017

Fowler motioned to approve minutes as presented and Ross seconded.

Beckstrom-yea, Berry-yea, Fowler-yea, Ross-yea. Motion carried 4-0.

b. Site plan evolution

Discussion centered on how much square footage of the market hall should be dedicated to sales tax generating entities. The idea of an educational space on the 2nd floor was discussed.

c. Costing & Financing alternatives and next steps

Berry reviewed the following grants:

- **Art Place America**
 - Ideas must be submitted by mid-February; no match required; amount awarded ranges from \$50,000 to \$500,000. No projects in Oklahoma have ever been selected. Berry thinks the grant should focus on energy, gardens, landscaping, celebration of local history, and that it needs to be edgy.
- **NEA Our Town**
 - Requires a 1:1 match and the maximum award is \$200,000, which can be used toward infrastructure.

Fowler believes that the application and possible award of grants will encourage private investment. Dennison commented that grants need to encourage partnerships and be an example of unique projects that other communities can model.

Dorman concurred with Beckstrom that the use of general sales as a financing option is off the table. He agreed that the Stillwater Economic Development Authority could allocate a portion of the room tax in support of a bond. Teubner and Fowler would like to get feedback from Visit Stillwater.

d. Report to Council preparation

Osmus reported that the City Council is available to meet on January 9, 2018 at 5:30 p.m. for presentation from the Task Force.

3. Public Comment on Items on Agenda

Julie Couch inquired if the public restroom area would be open at all times. Beckstrom answered yes since they are public spaces. Couch also asked if the stage would be accessible at all times. Berry said that the stage could be rented, which would help with sustaining the project. Teubner said anyone could use the stage but there will also be areas in the green space for performances, gatherings.

Stephen Gose stated he likes the layout; however, specific areas for food trucks, farmers market, and ice rink are missing.

4. Directions to Staff Regarding Resources/Research for Next Meeting

Berry asked what the report to Council should look like. All agreed that it should be casual in tone. Dennison mentioned the P3 Conference in Dallas in February as the perfect place to take the finished plan and pitch to investors. Task Force agreed.

5. Adjourn

Teubner motioned to adjourn and 11:00 a.m. and Berry seconded.

Beckstrom-yea, Berry-yea, Teubner-yea, Fowler-yea, Ross-yea. Motion carried 5-0.