

ECONOMIC DEVELOPMENT ADVISORY BOARD

May 26, 2022

The Economic Development Advisory Board of the City of Norman, Cleveland County, Oklahoma, met in a regular meeting in the Municipal Building Executive Conference room at 201 West Gray on the 26th day of May, 2022, at 8:30 a.m. Notice and agenda of the meeting ere posted at the Municipal Building 48 hours prior to the beginning of the meeting.

MEMBERS PRESENT:

Mr. Hossein Farzaneh
Ms. Chris Purcell
Ms. Mayumi Windler
Mr. Chuck Thompson, Chairman

MEMBERS ABSENT:

Mr. Matthew Allen
Mr. Ben Graves
Dr. Alexander Holmes

OTHERS PRESENT:

Mr. Lawrence McKinney, Chief
Operating Officer, Norman
Economic Development Coalition
Ms. Kathryn Walker, City Attorney
Ms. Brenda Hall, City Clerk

Item 1. Welcome and introductions.

Chairman Thompson welcomed everyone to the meeting.

Item 2. Approval of the January 13, 2022, meeting minutes.

Member Purcell moved that the minutes be approved and the filing thereof be directed, which motion was duly seconded by Member Farzaneh;

Items submitted for the record

1. Norman Economic Development Board minutes of January 13, 2022

and the question being upon approval of the minutes and upon the subsequent directive, a vote was taken with the following result:

Item 2, continued:

YEAS:

Members Farzanah, Purcell, Windler,
and Chairman Thompson

NAYES:

None

Chairman Thompson declared the motion carried and the minutes approved and the filing thereof was directed.

Item 3. Discussion and possible action related to the proposed agreement between the City and the Norman Economic Development Coalition for disbursement of American Rescue Act funding.

Chairman Thompson introduced Mr. Lawrence McKinney, Norman Economic Development Coalition (NEDC) Chief Executive Officer (CEO).

Mr. McKinney said the City Council designated \$1 million from American Rescue Plan Act (ARPA) funding to be used for economic development, specifically helping small businesses, incubators, and entrepreneurs through grants with participation from NEDC, Norman Regional Health System (NRHS), Moore-Norman Technology Center (MNTC), Cleveland County, and Norman Public Schools (NPS). He said NEDC recently moved to Main Street and shares offices with Norman Chamber of Commerce and VisitNorman. He said NEDC currently rents office space to two incubator customers, but needs more space for incubator programs. The City discussed purchasing a building and allowing NEDC to run the incubator programs charging affordable rent for start-ups. He said NEDC would like to begin a program within the next 18 months focusing on minorities, including women and veterans. He said NEDC has several commitments from local citizens to serve on an Oversight Advisory Board. NEDC is looking at vacant buildings in Downtown Norman with open space, training space, offices space, etc., and one property currently being considered would support 30 companies while other buildings being considered would support approximately 12 to 15 companies.

Ms. Kathryn Walker, City Attorney, said with NEDC's recommendation on the agreement, Staff will move the agreement forward to Council for review and approval. She said under the agreement, the City will receive quarterly and annual reports to ensure applications meet ARPA guidelines. She said the agreement can be reviewed for approval by Council on June 14th; however, a conference or study session will be held prior to that date with a presentation to Council.

Mr. McKinney said NEDC will prepare a presentation on the history of incubators in Norman and Ms. Walker said she would follow that up with a presentation on the agreement.

Item 3, continued:

Member Purcell moved that the agreement be recognized and approved with submittal to Council for approval, which motion was duly seconded by Member Windler;

Items submitted for the record

1. Draft ARPA Subrecipient Agreement

and the question being upon the agreement being recognized and approved with submittal to Council for approval, a vote was taken with the following result:

YEAS:	Members Farzanah, Purcell, Windler, and Chairman Thompson
NAYES:	None

Chairman Thompson declared the motion carried and the agreement was recognized and approved with submittal to Council for approval.

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Item 4. Discussion and possible action to potential agreement with United Way to administer non-profit grant program utilizing American Rescue Plan Act funds programmed for such purpose.

Ms. Walker said ARPA funding is also being made available for non-profits although an amount has not been determined. She said the City would like to enter into a similar agreement with United Way and use the process United Way already has in place to evaluate non-profit requests. She said United Way is the most qualified entity as they are very familiar with the non-profit agencies in Norman.

Ms. Walker said United way will vet the non-profit applications and make recommendations to the Economic Development Advisory Board (EDAB) or City Council. Agencies would then contract with the City and the City would be responsible for reporting.

Member Farzanah said United Way is an excellent organization for this program and he is sure they will be very thorough in vetting applications.

Member Farzanah moved to approve a recommendation for Council to enter into an agreement with United Way to administer a non-profit grant program utilizing ARPA funding , which motion was duly seconded by Member Purcell;

Items submitted for the record

1. Draft ARPA Subrecipient Agreement

and the question being upon approving a recommendation for Council to enter into an agreement with United Way to administer a non-profit grant program utilizing ARPA funding, a vote was taken with the following result:

Item 4, continued:

YEAS:

Members Farzanah, Purcell, Windler,
and Chairman Thompson

NAYES:

None

Chairman Thompson declared the motion carried and a recommendation for Council to enter into an agreement with United Way to administer a non-profit grant program utilizing ARPA funding was approved.

Item 5. Miscellaneous Comments.

Mr. McKinney said NEDC there are a lot of good prospects for incubator/start-up companies wanting to locate in Norman.

Item 6. Adjourn.

The meeting adjourned at 8:54 a.m.