

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
August 15, 2022, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Tucker Link, Woody Reding, Thom McGuire

Item 1: Call to order and roll call and declaration of quorum.

T.J. Riley called the meeting to order at 4:01 p.m.

Item 2: Confirmation of compliance with the Open Meeting Act.

Andrea Anderson informed Mr. Riley that the agenda was placed and posted in a timely manner in a prominent public view.

Item 3: Consideration and possible action to approve the Minutes of the Special Meeting of July 25, 2022.

Mike Whitson motioned to approve the minutes of the Meeting of July 25, 2022. Dr. Pam Kimbrough seconded. Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 4: Consideration and possible action to accept the July 2022 Financials.

Bill Murphy presented the July 2022 Financials report. After a discussion, Eric Howard motioned to approve the July 2022 Financials. Patrick McGuire seconded. Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to enter Executive Session for the purpose of:

- a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
- b. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee 25 O.S. §307B (1). (President & CEO Performance Evaluation)

Mike Whitson motioned to enter Executive Session. Dr. Pam Kimbrough seconded. Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:09 p.m.

*Dr. Crag Gerken arrived at the meeting at 4:09 p.m.

Item 6: Consideration and possible action to reconvene into regular session.

Dr. Pam Kimbrough motioned to reconvene regular session. Eric Howard seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:46 p.m.

Item 7: Consideration and possible action to approve a sublease for 5B Aviation LLC and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell explained to the board that the proposed lease would be for office space in the terminal building of the Airpark for \$200 per month. 5B will be utilizing the space for flight school operations. Dr. Craig Gerken motioned to approve a sublease for 5B Aviation LLC in the amount of \$200 per month. Patrick McGuire seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Old Business:

Consideration and possible action to approve and accept a bid for Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell explained to the trustees that the hangar would potentially house 5B Aviation as they expand their operations at Ardmore Municipal Airport. After review of bids, it is staff recommendation to award to the bid to MacHill Construction Company in the amount of \$2,168,000.00. After discussion, Dr. Pam Kimbrough motioned to approve and accept a bid from MacHill Construction Company for Corporate Hangar project in the amount of \$2,168,000.00. Dr. Craig Gerken seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

None presented

Item 11: Staff Reports

- a. President’s Report- Bill Murphy reported that he was able to visit the EJ corporate offices the previous week in conjunction with another trip. Mr. Murphy also reminded the board that the State Chamber of Oklahoma would be in Ardmore November 18 for a luncheon.
- b. Airport and Industrial Parks- Dan Luttrell informed the trustees that air traffic counts for July were up approximately 3% from July 2021. Mr. Luttrell then reported that Taxiway E shoulder project should be complete, and that the runway will reopen in the next few days. Next, Mr. Luttrell is working with the FAA on the procurement of the equipment for the new MALSR system. The FAA Depot is currently out of the items, and he is working with the FAA to find a supplier that the FAA will use and maintain. Finally, the advertisement for bid on the EDA Waterline Project is going out this week.
- c. Marketing- Andrea Anderson updated the board on her recent attendance to the EAA AirVenture show in Oshkosh, WI. She is also coordinating dates with Neon Cloud on the filming of new community videos. A project update was also provided.
- d. Legislative- No update was provided

Item 15: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Mike Whitson seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:02 p.m.

Respectfully Submitted:

William P. Murphy, Secretary