

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
February 3, 2022, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES:
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Mita Bates, Thom McGuire

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

T.J. Riley called the meeting to order at 4:00 p.m.

Item 2: Confirmation of compliance with Open Meeting Act.

Andrea Anderson confirmed 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 agreement for professional services with H.W. Lochner for the MRO Hangar Design (civil) and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy explained to the board that the civil work previously done for the site would have to be reconfigured due to design changes on the new proposed hangar facility. Dan Luttrell further explained that the geotechnical services previously performed would be able to be used and would provide a cost savings for the project of approximately \$15,000.00. The total for the agreement is \$79,100.00. After a brief discussion, Jake Charnock motioned to approve the agreement for professional services with H.W. Lochner for the MRO Hangar Design (civil). Dr. Craig Gerken seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, 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 approve the Agreement for Professional Services with H.W. Lochner to develop a pavement condition number (PCN) for airfield pavements and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Mr. Murphy explained to the board that with the various projects and developments occurring at the Airpark, runway 1735 and the taxiways need to be tested to know their current capabilities and help with planning future pavement-related projects. This agreement would total \$22,900.00. After a brief discussion, Mike Whitson motioned to approve the Agreement for Professional Services with H.W. Lochner to develop a pavement condition number (PCN) for airfield pavements. Jake Charnock seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, 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 approve the agreement for professional services with H.W. Lochner for engineering design to construct 8' shoulders for turns on taxiway E and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Mr. Murphy informed the board that this agreement would be for \$21,900.00. Dan Luttrell explained that this project would also be necessary with the growth of the Airpark and an increase in aviation operations for larger aircraft. Mr. Luttrell further explained that he would be working with current and future tenants to increase operations to a level that would qualify the project for FAA reimbursement. Dr. Craig Gerken motioned to approve the agreement for professional services with H.W. Lochner for engineering design to construct 8' shoulders for turns on taxiway E. Eric Howard seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were not nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve the agreement with Dollar General for installing, maintaining, and supporting a mutually agreed upon security system, as well as the monthly monitoring fees for a security system for the Warehouse Facility located at 425 Northrup Drive, Ardmore, Oklahoma, and Dollar General reimbursing the ADA for the monthly fee incurred for the system and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the ADA would make the initial purchase of monitoring equipment for the warehouse being leased by Dollar General in the amount of \$4,155.00. Dollar General will then reimburse the monthly monitoring cost of \$184.00 at the time of their monthly lease payment. Dan Luttrell further explained that should Dollar General vacate the building at the end of their current lease, the equipment would stay and could be used with the next tenant. Mike Whitson motioned to approve the agreement with Dollar General for installing, maintaining, and supporting a mutually agreed upon security system, as well as the

monthly monitoring fees for a security system for the Warehouse Facility located at 425 Northrup Drive, Ardmore, Oklahoma, and Dollar General reimbursing the ADA for the monthly fee incurred for the system. Jake Charnock seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve the agreement for professional services with the Oklahoma Lobby Group, LLC for legislative advocacy activity in conjunction with the ADA application for ARPA fund and any additional legislative issues that arise and the approval or rejections of any amendments proposed or considered by the board at the time of the meeting.

Bill Murphy explained that with the number of infrastructure projects the ADA has requested funding for at the Ardmore Industrial Airpark, it would benefit the organization to have daily representation at the State Capitol to help address questions that may arise. Mita Bates then explained to the board that Clayton Taylor, principle of Oklahoma Lobby Group has worked with multiple companies and organizations in Southern Oklahoma for many years and is familiar with the community. Mrs. Bates also provided information on the ADA's use of Mr. Taylor on previous issues. Mr. Murphy then told the board as part of the agreement Oklahoma Lobby Group would also provide services for other infrastructure and legislative issues that may arise over the course of the agreement. The board will be provided a monthly summary of activities related to the agreement. Mr. Murphy informed the board that the agreement would be \$5,000.00 per month for twelve months, totally \$60,000.00. After a brief discussion, Jake Charnock motioned to approve the agreement for professional services with the Oklahoma Lobby Group, LLC for legislative advocacy activity in conjunction with the ADA application for ARPA fund and any additional legislative issues that arise. Mike Whitson seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Jake Charnock seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Respectfully Submitted:

William P. Murphy, Secretary