

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
January 18, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Mita Bates

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

Jake Charnock called the meeting to order at 4:02 p.m.

Item 2: Confirmation of compliance with Open Meeting Act.

Mr. Murphy informed Mr. Charnock 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 Regular Meeting of December 20, 2022.

Item tabled

*Scott Chapman arrived at 4:05 p.m.

Item 5: Consideration and possible action to approve the request by Michelin North America to exercise the option to Purchase ASSETS subject to the provisions of Lease Schedule No.3, dated December 29, 2006 and MATURING JANUARY 15, 2022 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy reminded the board that the purchase of new equipment was approved during the December board meeting. Today's transaction is the second step in the annual transaction. Dr. Pam Kimbrough moved to approve the request by Michelin North America to exercise the option to Purchase ASSETS subject to the provisions of Lease Schedule No.3, dated December 29, 2006 and MATURING JANUARY 15, 2022. Mike Whitson seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were not nays or abstentions. The motion passed.

Item 4: Consideration and possible action to accept the December 2021 Financials.

Scott Chapman presented the December. During this discussion Mr. Murphy reminded the board on ADA sales tax income and how those funds are allocated. With no further discussion, Mike Whitson motioned to approve the December 2021 Financials. Eric Howard seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were not nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve the Agreement for Professional Services for MAB Advisory LLC (Mita Bates) pursuant to the acceptance of the proposal for services approved at the December 20, 2021 Ardmore Development Authority Board Meeting and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy reminded the board that the proposal from MAB Advisory LLC was approved in December. Today's action to approve the contract for three months including one three-month extension. Dr. Pam Kimbrough motioned to approve the Agreement for Professional Services for MAB Advisory LLC (Mita Bates) pursuant to the acceptance of the proposal for services approved at the December 20, 2021 Ardmore Development Authority Board Meeting. Scott Chapman seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to enter Executive Session for the purpose of:

- a. Discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an individual salaried public officer or employee (Appointment of Vice President) under provisions of 25 O.S. §307B(1).
- b. 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).

Scott Chapman motioned to enter Executive Session. Mike Whitson seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:18 p.m.

Item 8: Consideration and possible action to reconvene to open session.

Dr. Pam Kimbrough motioned to reconvene open session. Scott Chapman seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Open session reconvened at 4:30 p.m.

Item 9: Consideration and possible action to appoint Dan Luttrell as Vice President of Industrial Assets.

Scott Chapman motioned to appoint Dan Luttrell as Vice President of Industrial Assets. Mike Whitson seconded. Jake Charnock seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: New Business: (As defined by the Oklahoma Open Meeting Act 25 OK Statutes 311 (A)(9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda.”

No new business presented

Item 11: Staff Reports

- a. Airport- Dan Luttrell reported that airport traffic count for December was up 13% compared to December 2020. In addition, all hangar space is leased and there is currently a wait list. Phase two of the Taxiway E extension design is expected to be complete in May. Finally, the FAA has finally approved the design modification for the MALSR project. Mr. Luttrell is working with Lochner on the final design and scheduling of the project.
- b. Industrial Parks- Dan Luttrell reported that demolition of the former Beetle building continues. In addition, Dollar General is operational in the leased warehouse. Finally, demolition of the former DOC facility will be going to public bid by the City of Ardmore in the coming weeks.
- c. Marketing Report- Andrea Anderson updated the trustees on projects. She is also working with Community Development Strategies on the final draft of the housing study and the sharing of its findings. Planning of the 2022 Lt. Governor’s Turkey Hunt has begun.

Item 18: Adjourn

With no further business, Mike Whitson motioned to adjourn the meeting. Scott Chapman seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:39 p.m.

Respectfully Submitted:

William P. Murphy, Secretary