

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
March 15, 2021 4:00 P.M.

Ardmore Convention Center
2401 N Rockford Road
Ardmore, OK 73401

TRUSTEES PRESENT: Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Steve Rhines, T.J. Riley, Nancy Sjulín
TRUSTEES VIA ZOOM: Scott Chapman
EX-OFFICIOS TRUSTEES:
STAFF: Mita Bates, Andrea Anderson, Marthanna Donald, Chase Tindle, Randy Gentry
GUESTS: Kevin Boatwright, Drew Butler, Michael Carnuccio, Tucker Link, Jimmy Patterson

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

Nancy Sjulín called the meeting to order at 4:07 p.m.

Item 2: Confirmation of compliance with Open Meeting Act.

Mita Bates informed Mrs. Sjulín that the agenda was placed in 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 February 16, 2021.

T.J. Riley moved to approve the Minutes of the Special Meeting of February 16, 2021. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

*Jake Charnock and Steve Rhines arrived at 4:08 p.m.

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

Jake Charnock presented the February 2021 Financials. After a brief discussion Steve Rhines motioned to accept the February 2021 Financials. T.J. Riley seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve the Contract for Services with EST Engineering for the waterline expansion and rehabilitation at the Ardmore Municipal Airport.

Mita Bates explained to the board that under the grant agreement with the EDA engineering services could not exceed \$303,648.00. The contract with EST, Inc. came in at \$268,000.00. Mrs. Bates also explained that the contract would need to be reviewed by Debi Sterkel before the ADA would sign off. Jake Charnock motioned to approve the Contract for Services with EST Engineering for the waterline expansion and rehabilitation at the Ardmore Municipal Airport. Steve Rhines seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to acknowledge receipt of request from IMTEC Real Estate to renew the lease expiring August 31, 2021 and negotiate terms of a renewal.

T.J. Riley excused himself from this item due to a conflict of interest and left the room. Mita Bates reminded the board that the lease for IMTEC Real Estate expires on August 31, 2021. She then explained that when the lease was originally signed, the terms allowed for a purchase of the building or an extension of the lease. However, the original terms are no longer applicable. Mrs. Bates also explained that advice counsel was to acknowledge receipt of the request and renegotiate a new lease. Mrs. Bates also reminded the board that in April 2020, the board approved the deferral of one-half month's rental payment amounting to \$7,300.00, that would be added to the final payment of the original lease in August 2021. A new lease will be brought to the board for approval at a future meeting. After a brief discussion, Dr. Pam Kimbrough motioned to acknowledge receipt of request from IMTEC Real Estate to renew the lease expiring August 31, 2021 and negotiate terms of a renewal. Jake Charnock seconded Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, and Nancy Sjulín voted aye. T.J. Riley abstained. There were no nays. The motion passed.

Item 7: Consideration and possible action to recommend Mike Whitson to serve a remaining term ending December 31, 2022 on the Ardmore Development Authority Board of Trustees.

Mita Bates reminded the board that Pat Ownbey resigned from the board in February due to moving outside of Ardmore city limits. In discussion with Nancy Sjulín, Mike Whitson agreed to serve the remainder of Mr. Ownbey's term which will expire on December 31, 2022. If approved the recommendation will be sent to the Ardmore City Commission for approval during the

April 5, 2021 commission meeting. T.J. Riley motioned to recommend Mike Whitson to serve a remaining term ending December 31, 2022 on the Ardmore Development Authority Board of Trustees. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to enter Executive Session for the purpose of:

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).

Jake Charnock motioned to begin Executive Session. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:36 p.m.

Item 9: Consideration and possible action to reconvene open session.

T.J. Riley motioned to reconvene open session. Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed. Open session reconvened at 5:25 p.m.

Item 10: Staff Reports:

- a. Airport- Chase Tindle reported that construction for ATS World Wide has begun and is moving quickly. The Ardmore Downtown Executive Airport will be closing for a 55-day project and the community hangar at the Airpark will be used to temporarily house about a dozen planes. Mr. Tindle then reported that he is still working with the FAA on the new MALSR system. Next, Mr. Tindle is beginning to coordinate with contractors to replace the upper fascia on the control tower and is hoping to begin the project in the next 30 to 45 days. Finally, Mr. Tindle reported that the airport traffic count was down 48% compared to February 2020 due to the closure for the winter storm.
- b. Industrial Parks- Mita Bates introduced Randy Gentry, the new Industrial Park Manager. Mr. Gentry reported that Beetle Plastics will be completely out of their facility by June. He has begun getting quotes to paint the exterior of the Frontier Music Building. Mr. Gentry also reported that he has begun getting quotes to repair sheetrock and paint the restrooms in the terminal building. Finally, the parking area for the box hangar complex has been paved and will be striped next week. The pump for the fire suppression system should arrive sometime around May 1. Mita Bates also informed the board that the team is working with Dollar General and the City of Ardmore on an approximately 200 foot gap between the road going into the new DG Fresh facility and the existing road.
- c. Marketing- Andrea Anderson updated informed the board that she is beginning to look at dates for the 2021 Southern Oklahoma Hiring Conference. Ms. Anderson also updated the board on projects. Mita Bates then provided a legislative update regarding economic development bills currently being considered by the state legislature.

Item 13: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Dr. Craig Gerken, Steve Rhines, T.J. Riley, and Nancy Sjulín voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:26 p.m.

Respectfully Submitted:

Mita A. Bates, Secretary