

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
November 20, 2023, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS:

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

Jake Charnock called the meeting to order at 4:00 p.m.

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

Andrea Anderson 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 October 16, 2023, Regular Meeting, the October 25, 2023, Special Meeting and the November 10, 2023, Special Meeting, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

T.J. Riley motioned to approve the minutes of the October 16, 2023, Regular Meeting, the October 25, 2023, Special Meeting and the November 10, 2023, Special Meeting. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Patrick McGuire, Jeff Moen, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 4: Consideration and possible action to accept the October 2023 Financials.

Mike Whitson presented the October 2023 Financials. Following the presentation, Patrick McGuire motioned to accept the October 2023 Financials. Jeff Moen seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Patrick McGuire, Jeff Moen, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

*Dr. Craig Gerken arrived at 4:09 p.m.

Item 5: Consideration and possible action to appoint a Nominating Committee to appoint three (3) Trustees to each serve a three-year term beginning January 1, 2024, and officers to serve one (1) year terms beginning January 1, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy informed the board that Jake Charnock and Scott Chapman are both eligible for a second 3-year term beginning January 1, 2024, and that T.J. Riley is completing his second 3-year term at the end of December. Mr. Charnock and Mr. Chapman both expressed that they are willing to serve a second term. Mr. Charnock then explained that the Executive Committee consisting of himself, Mr. Chapman, and Mike Whitson would serve as the Nominating Committee to fill Mr. Riley's seat as well as to nominate officers. Scott Chapman made a motion to appoint himself, Jake Charnock, and Mike Whitson as the Nominating Committee to appoint three (3) Trustees to each serve a three-year term beginning January 1, 2024, and officers to serve one (1) year terms beginning January 1, 2024. T.J. Riley seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve the 2024 Meeting Calendar as described in Attachment A, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy presented the 2024 Meeting Calendar to the trustees. Jeff Moen motioned to approve the 2024 Meeting Calendar as described in Attachment A. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, 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 a Professional Services Agreement with Gooden Group for strategic communications and media relations consultation and services for a rate of \$250/hour for professional services and crisis communications services at \$285/hour, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the ADA has worked with the Gooden Group in the past. He has now engaged them to help with communications during the wind down of operations of the Michelin plant. Following a brief discussion, Mike Whitson motioned

to approve a Professional Services Agreement with Gooden Group for strategic communications and media relations consultation and services for a rate of \$250/hour for professional services and crisis communications services at \$285/hour. Scott Chapman seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8. Consideration and possible action to accept a bid and enter into contract with Green Belt Turf Management LLC for the 2024 ADA Mowing Contract for an amount of \$222,222.00 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 current mowing contract expires on December 31, 2023. The new contract would be for one year with two one-year optional renewals. Mr. Luttrell also explained that the contract specifies FAA height objectives that must be met. The new contract also includes language that would deduct from the contract for any damages caused during mowing and maintenance. A total of four bids were received ranging from \$222,222.00 to \$535,000.00. After review of the four, Mr. Luttrell recommended acceptance of the bid from Green Belt Turk Management, LLC for \$222,222.00. T.J. Riley motioned to accept a bid and enter into contract with Green Belt Turf Management LLC for the 2024 ADA Mowing Contract for an amount of \$222,222.00. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. Dr. Craig Gerken abstained. There were no nays. The motion passed.

Item 9: Consideration and possible action to renew the contract with Pro-Tec Fire Service, LTD to provide professional services that include but are not limited to aircraft rescue and firefighting, mutual aid emergency response and security inspection of the Ardmore Municipal Airport and Ardmore Industrial Airpark for three (3) years beginning 2024 through 2026 for an amount of \$740,500 – Year 1, \$755,322 – Year 2 and \$770,589 – Year 3 and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the contract is a 4.7% increase over the 2023 contract and includes 2% increases for 2025 and 2026. Mr. Murphy also explained that the new contract will be slightly over budget for the second half of FY2024 as only a 2% increase was included in the budget. Also included in the contract is the use of the department for mutual aid calls in the area surrounding the Airpark. Following a brief discussion, Jeff Moen motioned to renew the contract with Pro-Tec Fire Service, LTD to provide professional services that include but are not limited to aircraft rescue and firefighting, mutual aid emergency response and security inspection of the Ardmore Municipal Airport and Ardmore Industrial Airpark for three (3) years beginning 2024 through 2026 for an amount of \$740,500 – Year 1, \$755,322 – Year 2 and \$770,589 – Year 3. Dr. Craig Gerken seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: Consideration and possible action to approve an MOU with the City of Ardmore and the ADA to allow the ADA utilization of the City's property insurance policy through OMAG to cover the ADA's property and reimburse the City for the amount of premium directly related to the ADA's specific pieces of property within the policy and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that Dan Luttrell has been working with the City of Ardmore and OMAG to verify that the ADA was eligible to use the City's property insurance. This would save the ADA approximately \$75,000.00 this year. Mr. Murphy then explained that the ADA would be required to pay the first quarter of coverage upfront. This item is also on the City Commission November 20, 2023, agenda for approval. Patrick McGuire motioned to approve an MOU with the City of Ardmore and the ADA to allow the ADA utilization of the City's property insurance policy through OMAG to cover the ADA's property and reimburse the City for the amount of premium directly related to the ADA's specific pieces of property within the policy. Scott Chapman seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 11: Old Business:

None presented

Item 12: 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)

Patrick McGuire motioned to enter Executive Session. Scott Chapman seconded. Scott Chapman seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:39 p.m.

Item 13: Consideration and possible action to reconvene into regular session.

Scott Chapman motioned to reconvene into regular session. Dr. Craig Gerken seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 5:35 p.m.

Item 14: Consideration and possible action to suspend the lease agreement with ATS for six months beginning August 2023 through January 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the board that earlier in the year, the lease rate for ATS was decreased from \$1,000.00 per month along with a reduction in the square footage of the lease space. Due to ownership of the company being located in Poland, it has been difficult for money to be transferred out of the country in the midst of the Ukrainian war. The new motion would suspend the \$500.00 monthly lease payments through January 2024 for a total of \$3,000.00. Mr. Murphy did share that the U.S.-based ATS team is meeting with potential U.S. investors to help ease some of the financial issues. Patrick McGuire motioned to suspend the lease agreement with ATS for six months beginning August 2023 through January 2024. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 15: Consideration and possible action to approve an amendment to the December 19, 2022 Agreement for Sale and Purchase of Business Assets with WP Global, as amended on April 17, 2023 and on August 21, 2023, to extend the Due Diligence Period an additional 100 days and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that agreements have been reached with both EJ and a private property owner by WP Global that will impact the development. Both agreements should be executed and closed in the coming weeks. T.J. Riley then motioned to approve an amendment to the December 19, 2022 Agreement for Sale and Purchase of Business Assets with WP Global, as amended on April 17, 2023 and on August 21, 2023, to extend the Due Diligence Period an additional 100 days. Scott Chapman seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 16: Consideration and possible action to approve the first amendment to the ground sublease between and by the Ardmore Development Authority and Cowboy Holdco, LLC, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this amendment moves the lease site to the acreage nearest Taxiway E in the space previously leased by Skydweller Aero. Moving the lease to this location puts Cowboy Holdco in a better spot to maximize use of the south air cargo development projects. Mr. Murphy also pointed out that tract 3 is the wastewater lagoon and would be decommissioned and cleaned by the City of Ardmore at the completion of the new wastewater treatment plant before being released to Cowboy Holdco, LLC. Mike Whitson motioned to approve the first amendment to the ground sublease between and by the Ardmore Development Authority and Cowboy Holdco, LLC. Jeff Moen seconded. Scott Chapman seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 17: 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 posing of the agenda.”

None presented

*T.J. Riley left the meeting at 5:40 p.m.

Item 18: Staff Reports:

- a. President's Report- Bill Murphy provided an update on the creation of a local Michelin Transition Task Force and potential subcommittees.
- b. Airport and Industrial Parks- Dan Luttrell reported that traffic count at Ardmore Municipal Airport is down 15% due to the flight school no longer operating at the airport. He then informed the trustees that the Corporate Hangar would be complete sometime in mid-December. Phase II of Taxiway E is scheduled to begin on December 12 and will be a 12-month project. The construction of the new air cargo apron is scheduled to go out to bid in December. Finally, Mr. Luttrell reported that installation of the new waterline is at the midpoint of the overall project.
- c. Marketing- Andrea Anderson updated the board on recent trade show and marketing activities.

- d. Legislative- Bill Murphy updated the board on the ADA's participation in the recent Oklahoma Senate Select Committee on Economic Development meeting as well as the recent visit by U.S. Senator Markwayne Mullin. He also updated the trustees on the Rapid Community Response Program passed by the Oklahoma Development Finance Authority.

Item 16: Adjourn

With no further business to discuss, Dr. Craig Gerken motioned to adjourn. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:49 p.m.

Respectfully Submitted,



William P. Murphy, Secretary



**REVISED AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. JANUARY 22, 2024
ARDMORE CHAMBER OF COMMERCE
410 W. MAIN ST.
ARDMORE, OK. 73401**

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1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Meeting of December 18, 2023.
4. Consideration and possible action to accept the December 2023 Financials.
5. Consideration and possible action to approve authorized signors for 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Consideration and possible action to accept a professional services agreement for bookkeeping services with Jackson, Fox and Richardson CPA for \$80-\$160/hour, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. 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 Contract)
8. Consideration and possible action to reconvene into regular session.
9. Consideration and possible action to extend the suspension of the lease agreement with ATS World Wide, Inc. for an additional three months beginning February 1, 2024 through April 30, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
10. Consideration and possible action to approve the contract for the President & CEO, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
11. 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.”
12. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
13. Adjourn

Agenda posted: January 18, 2024, 5:30 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
January 22, 2024, 4:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, Mike Whitson
TRUSTEES ABSENT: Jeff Moen
EX-OFFICIO: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUEST(S): Sarah Delaney, Michael Pineda

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

Scott Chapman called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman that the agenda was placed and posted in a timely manner in a prominent public view. Mr. Chapman then welcomed and introduced Dr. Eric Ward to the other trustees.

Dr. Pam Kimbrough arrived at the meeting at 4:01 p.m.

Item 3: Consideration and possible action to approve the Minutes of the Meeting of December 18, 2023.

Dr. Pam Kimbrough motioned to approve the minutes of the December 18, 2023 regular meeting. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. Jeff Moen abstained. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the December 2023 Financials.

Jake Charnock presented the December 2023 financials. Following discussion, Patrick McGuire motioned to accept the December 2023 financials. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve authorized signors for 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that each January the signors for bank accounts are updated to reflect the members and roles of the Executive Committee. Even though the Executive Committee members are the same as 2024, action must be taken to reflect the change in roles with the new year. Mr. Murphy also reminded that trustees that checks below the amount of \$2,500.00 require one signature, while checks greater than \$2,500.00 require two signatures. Patrick McGuire motioned to approve the signors for 2024 as follows: Scott Chapman (Chair), Mike Whitson (Vice Chair), and Jake Charnock (Treasurer). Dr. Craig Gerken seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to accept a professional services agreement for bookkeeping services with Jackson, Fox and Richardson CPA for \$80-\$160/hour, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the trustees that the prices reflected in the agreement are for the time of Kathy Fox in her CPA capacity at \$160 per hour and her staff accountant at \$80 per hour. Mr. Murphy also noted that the new Chamber staff accountant has been able to keep the costs incurred with the bookkeeping agreement down. Jake Charnock motioned to accept a professional services agreement for bookkeeping services with Jackson, Fox and Richardson CPA for \$80-\$160/hour. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, 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. 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 Contract)

Jake Charnock motioned to enter into Executive Session. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:14 p.m.

Sarah Delaney and Michael Pineda left the meeting.

Item 8: Consideration and possible action to reconvene into regular session.

Dr. Craig Gerken motioned to reconvene into regular session. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:51 p.m.

Sarah Delaney and Michael Pineda rejoined the meeting.

Item 9: Consideration and possible action to extend the suspension of the lease agreement with ATS World Wide, Inc. for an additional three months beginning February 1, 2024 through April 30, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the board that the current suspension of lease payments was approved at the November 20, 2023, board meeting and expires on January 31, 2024. ADA staff received an email requesting a three-month extension through April. ATS leadership is expecting a resolution to funding issues in February. If approved, this extension would bring the total forbearance amount to \$4,500.00. Following discussion, Dr. Pam Kimbrough motioned to extend the suspension of the lease agreement with ATS World Wide, Inc. for an additional three months beginning February 1, 2024 through April 30, 2024. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: Consideration and possible action to approve the contract for the President & CEO, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Jake Charnock motioned to approve the contract for the President & CEO. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 11: 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

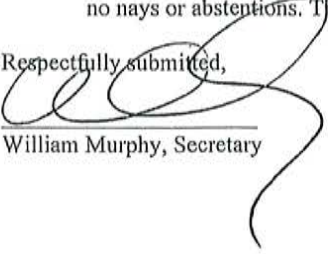
Item 12: Staff Reports:

- a) **President's Report** – Bill Murphy informed the board that he attended the annual Oklahoma Reception in Dallas with Select Oklahoma as well as the Speaker's Ball with ADA staff and representatives of the ADA and Chamber of Commerce Executive Committees. He then informed the trustees that he would be participating in the upcoming session of America's Competitive Exchange in Panama.
- b) **Airport and Industrial Parks** – Dan Luttrell reported that traffic count at the Ardmore Municipal Airport was up 17% in December. Mr. Luttrell also reported that construction of Taxiway E is progressing. As part of this project abandoned runway 04-22 is being removed and used as milling for the base of the taxiway. Mr. Luttrell also reported that he is working with the Oklahoma Department of Transportation and Watco on other elements of the South Cargo development. In closing, Mr. Luttrell reported that part of the EDA water line installation is being modified so as not to disrupt trucking operations for Dollar General.
- c) **Marketing** – Andrea Anderson reported that the previous week, she, Murray State College, and Southern Tech hosted the second South Central Oklahoma Workforce Summit with approximately forty attendees from multiple school districts and employers. Mrs. Anderson then reported that she would be attending the Shot Show with the Department of Commerce.
- d) **Legislative** – Bill Murphy reported that due to weather Oklahoma Lobby Group was unable to attend this meeting but is planning to attend the February meeting. He also noted that Governor Kein Stitt has called a Special Session of the Legislature to begin on January 29.

Item 13: Adjourn

There being no further business, Dr. Craig Gerken motioned to adjourn. Patrick McGuire seconded Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:06 pm

Respectfully submitted,



William Murphy, Secretary



AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. FEBRUARY 26, 2024
ARDMORE CHAMBER OF COMMERCE
410 W. MAIN ST.
ARDMORE, OK. 73401

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Meeting of January 22, 2024.
4. Consideration and possible action to accept the January 2024 Financials.
5. Old Business:
6. Consideration and possible action to accept the 2022 Ardmore Development Authority Audit, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.
 - a. Presentation from Mary E. Johnson & Associates
7. Consideration and Possible action to appoint a Nominating Committee to fill an unexpired term of a Trustee with a term ending December 2025, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.
8. Consideration and possible action to approve a First Amendment to Sublease Agreement with Southern Oklahoma Water Corporation for expansion of plant operations for \$7,800.00 per year, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.
9. Consideration and possible action to accept the bid and award the 2024 Mowing Contract to Greenbelt Turf Management LLC for \$216,700.00, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.
10. Consideration and possible action to consent to an Easement Agreement by and between the City of Ardmore, Ardmore Development Authority, and R&R Properties a Limited Liability Company, (Morgan/Ward) to grant an easement to Morgan/Ward to relocate 50 feet of fence to access adjacent properties of the Ardmore Municipal Airport, in return Morgan/Ward are granting an easement for the installation and extension of the MALS Lighting System of the Ardmore Municipal Airport, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.
11. Consideration and possible action to approve a request for funding from the State of Oklahoma for the Ardmore Industrial Airpark Modernization in an amount of \$75,000,000 for infrastructure improvements, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.
12. Consideration and possible action to approve of an economic incentive agreement between the Ardmore Development Authority and DOT Foods, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the Meeting.

13. 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).

14. Consideration and possible action to approve an amendment to the December 19, 2022, Agreement for Sale and Purchase of Business Assets with WP Global, as amended on April 17, 2023, and on August 21, 2023, to extend the Due Diligence Period an additional 120 days and the approval or rejection of any amendments proposed or considered by the board at the meeting.

15. 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.”

16. Staff Reports:

- a. a. President’s Report b. Airport and Industrial Parks c. Marketing d. Legislative

17. Adjourn

Agenda posted: February 22, 2024, at 3:00 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
February 26, 2024, 4:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, Mike Whitson

TRUSTEES ABSENT:

EX-OFFICIO:

STAFF: Bill Murphy Andrea Anderson, Marthanna Donald

GUEST(S): Lucas Bellamy, Sam Bingaman, Sarah Delaney, Mary Johnson, Michael Johnson, Michael Pineda

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

Scott Chapman called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 Meeting of January 22, 2024.

Jake Charnock motioned to approve the minutes of the January 22, 2024, regular meeting. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the January 2023 Financials.

Jake Charnock presented the January 2024 financials. Following discussion, Patrick McGuire motioned to accept the January 2024 financials. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Old Business:

None

Item 6: Consideration and possible action to accept the 2022 Ardmore Development Authority Audit, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

a. Presentation from Mary E. Johnson & Associates

Mary Johnson presented the 2022 Ardmore Development Authority Audit. Mrs. Johnson stated that she has issued a clean opinion. Jake Charnock motioned to accept the 2022 Ardmore Development Authority Audit, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Mary Johnson and Michael Johnson left the meeting at 4:10 p.m.

Item 7: Consideration and possible action to appoint a Nominating Committee to fill an unexpired term of a Trustee with a term ending December 2025, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Scott Chapman explained to the other trustees that the Executive committee typically serves as the Nominating Committee. Mr. Chapman then asked the other trustees to let himself, Jake Charnock, or Mike Whitson know if they had suggestions for possible trustees. Bill Murphy then reminded the trustees that they should verify availability and schedule of meetings with interested parties. Mr. Murphy also stated that due to the trust indenture, the person filling this position would need to live within Ardmore city limits. Patrick McGuire then motioned to appoint Scott Chapman, Mike Whitson, and Jake Charnock as the Nominating Committee to fill an unexpired term of a Trustee with a term ending December 2025. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 8: Consideration and possible action to approve a First Amendment to Sublease Agreement with Southern Oklahoma Water Corporation for expansion of plant operations for \$7,800.00 per year, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Bill Murphy explained that due to SOWC's receipt ARPA funding from the State of Oklahoma, the upgrades to their facility will require an expansion of the facility's footprint. Mr. Murphy also explained that the new lease also includes an annual CPI increase. Following a brief discussion, Jeff Moen motioned to approve a First Amendment to Sublease Agreement with Southern Oklahoma Water Corporation for expansion of plant operations for \$7,800.00 per year. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 9: Consideration and possible action to accept the bid and award the 2024 Mowing Contract to Greenbelt Turf Management LLC for \$216,700.00, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Bill Murphy reminded the board that the mowing contract was originally awarded during the December 2023 meeting for \$222,000.00, but it was discovered there were some discrepancies. The contract was authorized for rebid during the January meeting. Following rebid, it is staff recommendation to award the 2024 Mowing Contract to Greenbelt Turf Management LLC for \$216,700.00. Mr. Murphy informed the board that all State licensing and permitting has been verified. Dr. Pam Kimbrough motioned to accept the bid and award the 2024 Mowing Contract to Greenbelt Turf Management LLC for \$216,700.00. Jeff Moen seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Sam Bingaman left the meeting at 4:19 p.m.

- Item 10: Consideration and possible action to consent to an Easement Agreement by and between the City of Ardmore, Ardmore Development Authority, and R&R Properties a Limited Liability Company, (Morgan/Ward) to grant an easement to Morgan/Ward to relocate 50 feet of fence to access adjacent properties of the Ardmore Municipal Airport, in return Morgan/Ward are granting an easement for the installation and extension of the MALS Lighting System of the Ardmore Municipal Airport, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Bill Murphy explained that this is the last piece needed for the MALSR project at the Airpark. Because the City of Ardmore is the sponsor of the airport, the item is on the City Commission agenda for granting. Jake Charnock motioned to consent to an Easement Agreement by and between the City of Ardmore, Ardmore Development Authority, and R&R Properties a Limited Liability Company, (Morgan/Ward) to grant an easement to Morgan/Ward to relocate 50 feet of fence to access adjacent properties of the Ardmore Municipal Airport, in return Morgan/Ward are granting an easement for the installation and extension of the MALS Lighting System of the Ardmore Municipal Airport. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 11: Consideration and possible action to approve a request for funding from the State of Oklahoma for the Ardmore Industrial Airpark Modernization in an amount of \$75,000,000 for infrastructure improvements, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Bill Murphy explained that a request for funding has been submitted that would help with infrastructure projects at the Ardmore Industrial Airpark. These projects would be focused primarily on the east side of the Airpark where there are currently no utilities in place. Other projects included would be additional funding for Taxiway E and upgrades to Oklahoma Natural Gas infrastructure throughout the park. Following discussion, Patrick McGuire motioned to approve a request for funding from the State of Oklahoma for the Ardmore Industrial Airpark Modernization in an amount of \$75,000,000 for infrastructure improvements. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 12: Consideration and possible action to approve of an economic incentive agreement between the Ardmore Development Authority and DOT Foods, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the Meeting.

Bill Murphy reminded the board that the incentive for Dot Foods expansion project was awarded in November. Per the agreement presented, the ADA would provide \$300,000.00 in matching funds to State awarded dollars as well as a maximum of \$100,000.00 in sales tax reimbursements on eligible purchases upon submission of receipts. After a brief discussion, Jeff Moen motioned to approve an economic incentive agreement between the Ardmore Development Authority and DOT Foods.

Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 13: 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).

Before a motion was made Bill Murphy explained that a motion to re-enter regular session was inadvertently left off the agenda but would be made following Executive Session.

Patrick McGuire motioned to enter Executive Session. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:32 p.m.

Michael Pineda left the room at the start of Executive Session. Lucas Bellamy and Sarah Delany left the room at 4:41 p.m.

Mike Whitson motioned to re-enter Regular Session. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular Session reconvened at 4:52 p.m.

Item 14: Consideration and possible action to approve an amendment to the December 19, 2022, Agreement for Sale and Purchase of Business Assets with WP Global, as amended on April 17, 2023, and on August 21, 2023, to extend the Due Diligence Period an additional 120 days and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this would be the fourth amendment for extension of the due diligence period. WP Global has been able to secure the lease necessary for the development and anticipates closing on a needed easement on approximately April 1, 2024. Mr. Murphy explained that the sale of business assets should also be able to close on approximately April 1, 2024. Patrick McGuire motioned to approve an amendment to the December 19, 2022, Agreement for Sale and Purchase of Business Assets with WP Global, as amended on April 17, 2023, and on August 21, 2023, to extend the Due Diligence Period an additional 120 days. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 15: 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 16: Staff Reports:

- a) **President's Report** – Bill Murphy updated the trustees on a recent trip to Panama with America's Competitive Exchange. Mr. Murphy also updated on upcoming recent event attendance.
- b) **Airport and Industrial Parks** – Bill Murphy presented the report in Dan Luttrell's absence. Traffic at Ardmore Municipal Airport was down 11% in January. The corporate hangar is nearing completion, but Mr. Luttrell is working with the contractor on resolving issues with the slab. Concrete removal and excavation continue for Taxiway E. As part of this project, closure of runway 13/31 is expected during the month of April. The MALSR project is out for bid with bid opening on March 6, 2024. Bids for the cargo apron will be at the end of March. The EDA water line grant project is continuing with tie-ins to bring parts of the pipe online. Work on the City's waste water treatment plant at the Airpark continues.
- c) **Marketing** – Andrea Anderson reported that the new marketing video was released at the Chamber Banquet and is out on all ADA social channels. She also reported that the Michelin Career Fair is scheduled for Tuesday and Wednesday, March 5th and 6th. Registrations at capacity with 70 companies from throughout Oklahoma and north Texas. The next shows she will be attending will be MRO Americas with the Oklahoma Department of Commerce and Southern Economic Development Council's Meet the Consultants.
- d) **Legislative** – Bill Murphy reported that Senator Jerry Alford is running the funding request from Woodside Energy for \$50 million. He then informed the trustees that Leadership Ardmore Day at the Capitol is scheduled for Wednesday, March 15.

Item 17: Adjourn

There being no further business, Jake Charnock motioned to adjourn. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:11 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'W. Murphy', is written over a horizontal line.

William Murphy, Secretary



**REVISED AGENDA
SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
8:30 A.M. MARCH 15, 2024
ARDMORE CHAMBER OF COMMERCE
410 W. MAIN ST.
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Regular Meeting of February 26, 2024.
4. Consideration and possible action to accept the February 2024 Financials.
5. Consideration and possible action to approve that the City of Ardmore solicit bids on behalf of Ardmore Development Authority for the construction of the South Cargo Apron Project and to apply for a future grant to fund the project, from the Oklahoma Department of Aerospace and Aeronautics (ODAA), Preserving Rural Economic Prosperity (PREP) Program, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Old Business:
7. Consideration and possible action to enter Executive Session for the purpose of:
8. 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).
9. Consideration and possible action to reconvene into regular session.
10. 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. 5 dated December 21, 2008, and maturing January 17, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
11. Consideration and possible action to approve the Seventh Amendment to Loan and Security Agreement with Michelin North America, Inc to amend Section 2.2 Repayment to clarify that the outstanding balance of the Note shall equal the fair market value of the equipment less any Supplemental Rent Payments to be credited at the time of the Option to Purchase.
12. Consideration and possible action to approve the First Amendment to Amended and Restated Promissory Note with Michelin North America, Inc to clarify the repayment terms and include that the outstanding balance of the Note shall equal the fair market value of the equipment less any Supplemental Rent Payments to be credited at the time of the Option to Purchase.

13. 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 posing of the agenda.”
14. Staff Reports:
 - a. a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
15. Adjourn

Agenda posted: March 12, 2024, at 4:15 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
March 15, 2024, 8:30 a.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen,
Dr. Eric Ward, Mike Whitson
TRUSTEES ABSENT: None
EX-OFFICIO:
STAFF: Bill Murphy Andrea Anderson, Marthanna Donald, Dan Luttrell
GUEST(S): Isai Molina, Francesca Mostellar (virtual), Michael Pineda

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

Scott Chapman called the meeting to order at 8:30 a.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 February 26, 2024.

Jeff Moen motioned to approve the minutes of the Regular Meeting of February 26, 2024. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Dr. Pam Kimbrough arrived to the meeting at 8:33 a.m. Francesca Mostellar signed off.

Item 4: Consideration and Possible Action to accept the February 2024 Financials.

Jake Charnock presented the February 2024 financials. Following discussion, Patrick McGuire motioned to accept the February 2024 financials. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve that the City of Ardmore solicit bids on behalf of Ardmore Development Authority for the construction of the South Cargo Apron Project and to apply for a future grant to fund the project, from the Oklahoma Department of Aerospace and Aeronautics (ODAA), Preserving Rural Economic Prosperity (PREP) Program, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained to the trustees that as the airport sponsor, the City of Ardmore will receive the grants funds from the ODAA as with other projects. He then explained that the ADA team will approve the award of the bid for the project. Following a brief discussion, Jake Charnock motioned to approve that the City of Ardmore solicit bids on behalf of Ardmore Development Authority for the construction of the South Cargo Apron Project and to apply for a future grant to fund the project, from the Oklahoma Department of Aerospace and Aeronautics (ODAA), Preserving Rural Economic Prosperity (PREP) Program. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Old Business:

None presented

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

Item 8: 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).

Bill Murphy noted that the statute was listed as an agenda item rather than being included in Item 7. Patrick McGuire motioned to enter Executive Session. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam

Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 8:40 a.m.

Isai Molina and Michael Pineda left the room.

Item 9: Consideration and possible action to reconvene into regular session.

Mike Whitson motioned to re-enter Executive Session. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular Session resumed at 8:40 a.m.

Isai Molin and Michael Pineda re-entered the room. Francesca Mostellar rejoined the meeting virtually.

Item 10: 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. 5 dated December 21, 2008, and maturing January 17, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the next three items would be related to unwinding the loan-lease agreement set up between the ADA and Michelin North America. Mr. Murphy explained that typically, equipment is removed from the list after 15 years, when it is fully depreciated. At that time, new equipment is placed on the list. Mr. Murphy and Isai Molina confirmed that throughout this transaction there is no material or financial implications beyond removing items from ancillary rent.

Mr. Murphy explained that Item 10 will retire equipment listed on Lease Schedule 5 because those items are fully depreciated. Jeff Moen motioned to approve the request by Michelin North America to exercise the option to purchase assets subject to the provisions of Lease Schedule No. 5 dated December 21, 2008, and maturing January 17, 2024. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. Dustin Caldwell abstained. There were no nays. The motion passed.

Item 11: Consideration and possible action to approve the Seventh Amendment to Loan and Security Agreement with Michelin North America, Inc to amend Section 2.2 Repayment to clarify that the outstanding balance of the Note shall equal the fair market value of the equipment less any Supplemental Rent Payments to be credited at the time of the Option to Purchase.

Bill Murphy explained that Item 11 specifies that there is no financial obligation of the ADA despite early termination of the agreement. Isai Molina added that language was added to specify the zero out of the loan balance per the intent of the original agreement. Mike Whitson then motioned to approve the Seventh Amendment to Loan and Security Agreement with Michelin North America, Inc to amend Section 2.2 Repayment to clarify that the outstanding balance of the Note shall equal the fair market value of the equipment less any Supplemental Rent Payments to be credited at the time of the Option to Purchase. Patrick McGuire seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. Dustin Caldwell abstained. There were no nays. The motion passed.

Item 12: Consideration and possible action to approve the First Amendment to Amended and Restated Promissory Note with Michelin North America, Inc to clarify the repayment terms and include that the outstanding balance of the Note shall equal the fair market value of the equipment less any Supplemental Rent Payments to be credited at the time of the Option to Purchase.

Bill Murphy explained that it is the intent of Michelin to terminate the lease agreement at the wind down of tire production operations. Mr. Murphy then explained that Item 12 is the first step in that process with additional steps to take place at future meetings. Isai Molina added that this is essentially the same change as the previous item. Jake Charnock asked about any tax or ad valorem implications. Mr. Molina stated that his team is still investigating those implications. Dr. Pam Kimbrough then motioned to approve the First Amendment to Amended and Restated Promissory Note with Michelin North America, Inc to clarify the repayment terms and include that the outstanding balance of the Note shall equal the fair market value of the equipment less any Supplemental Rent Payments to be credited at the time of the Option to Purchase. Dr. Eric Ward seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. Dustin Caldwell abstained. There were no nays. The motion passed.

Isai Molina left the meeting at 9:01 a.m. Francesca Mostellar hung up as well.

Item 13: Consideration and possible action to consent to an Easement Agreement by and between the City of Ardmore, Ardmore Development Authority, and R&R Properties a Limited Liability Company, (Morgan/Ward) to grant an easement to Morgan/Ward to relocate 50 feet of fence to access adjacent properties of the Ardmore Municipal Airport, in return Morgan/Ward are granting an easement for the installation and extension of the MALS Lighting System of the Ardmore Municipal Airport, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Bill Murphy explained that this is the last piece needed for the MALSR project at the Airpark. Because the City of Ardmore is the sponsor of the airport, the item is on the City Commission agenda for granting. Jake Charnock motioned to consent to an Easement Agreement by and between the City of Ardmore, Ardmore Development Authority, and R&R Properties a Limited Liability Company, (Morgan/Ward) to grant an easement to Morgan/Ward to relocate 50 feet of fence to access adjacent properties of the Ardmore Municipal Airport, in return Morgan/Ward are granting an easement for the installation and extension of the MALSR Lighting System of the Ardmore Municipal Airport. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 14: Consideration and possible action to approve a request for funding from the State of Oklahoma for the Ardmore Industrial Airpark Modernization in an amount of \$75,000,000 for infrastructure improvements, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the meeting.

Bill Murphy explained that a request for funding has been submitted that would help with infrastructure projects at the Ardmore Industrial Airpark. These projects would be focused primarily on the east side of the Airpark where there are currently no utilities in place. Other project included would be additional funding for Taxiway E and upgrades to Oklahoma Natural Gas infrastructure throughout the park. Following discussion, Patrick McGuire motioned to approve a request for funding from the State of Oklahoma for the Ardmore Industrial Airpark Modernization in an amount of \$75,000,000 for infrastructure improvements. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 15: Consideration and possible action to approve of an economic incentive agreement between the Ardmore Development Authority and DOT Foods, and the approval or rejection of any amendments proposed and considered by the Board of Trustees at the Meeting.

Bill Murphy reminded the board that the incentive for Dot Foods expansion project was awarded in November. Per the agreement presented, the ADA would provide \$300,000.00 in matching funds to State awarded dollars as well as a maximum of \$100,000.00 in sales tax reimbursements on eligible purchases upon submission of receipts. After a brief discussion, Jeff Moen motioned to approve an economic incentive agreement between the Ardmore Development Authority and DOT Foods. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 16: 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 posing of the agenda.")

None presented

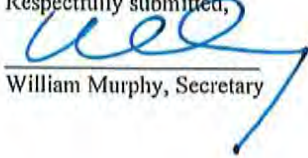
- Item 17: Staff Reports:

- a) **President's Report** – Bill Murphy reported that he and Andrea Anderson attended Select Oklahoma and Leadership Ardmore's Days at the Capitol earlier in the week. He then informed the trustees that he is attending the U.S. Travel Association D.C. Fly-in the following week. In closing he reported that the ADA will not be submitting any funding request to our federal delegation this year in order to get existing projects and requests under control.
- b) **Airport and Industrial Parks** – Dan Luttrell reported that air traffic at Ardmore Municipal Airport is up 23.6% due to good flying weather. Mr. Luttrell is still working with the contractor to resolve slab issues at the new corporate hangar. He then reported that the Taxiway E is moving ahead with runway 13/31 scheduled for closure beginning April 25th. The MALSR project bid opening has been moved to April 2nd to allow more time for bids due to the previous deadline aligning with Oklahoma Department of Transportation bid deadlines. The bid opening for the cargo apron project is scheduled for April 10th. On the industrial park side, Mr. Luttrell reported that the EDA Waterline Project is nearing completion. Mr. Luttrell then updated on the progress of the City of Ardmore wastewater treatment plant.
- c) **Marketing** – Andrea Anderson reported that she is now working with Neon Cloud Productions on short videos to be released via social media. Ms. Anderson then discussed that April and May are busy months for conferences, so she and Mr. Murphy will be splitting attendance at multiple shows including MRO Americas, Industrial Asset Management Council, and Southern Economic Development Council. She then updated the trustees on the upcoming Lt. Governor's Turkey Hunt. She reported on the recent Michelin Career Fair. In closing, Ms. Anderson briefly discussed an event for site consultants that she and Mr. Murphy are working on with Michelin to highlight the Ardmore sites following SEDC in Atlanta.
- d) **Legislative** – given during President's Report

Item 18: Adjourn

There being no further business, Patrick McGuire motioned to adjourn. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 9:20 a.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'W. Murphy', is written over a horizontal line. A long, sweeping flourish extends from the end of the signature down and to the right.

William Murphy, Secretary



AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. APRIL 15, 2024
ARDMORE CHAMBER OF COMMERCE
410 W. MAIN ST.
ARDMORE, OK. 73401

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Special Meeting of March 15, 2024.
4. Consideration and possible action to accept the March 2024 Financials.
5. Consideration and possible action to recommend Mitesh Patel to serve a remaining term ending December 31, 2024, on the Ardmore Development Authority Board of Trustees and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Consideration and possible action to approve a sublease agreement for Altom, Inc for a box hangar at the 602 McDonell, Ardmore Municipal Airport for 3 years beginning March 1st, 2024 with a cost of \$750.00 per month and an annual CPI based adjustment, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Old Business
8. 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).
9. Consideration and possible action to reconvene into regular session.
10. 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 posing of the agenda.”
11. Staff Reports:
 - a. a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
12. Adjourn

Agenda posted: April 11, 2024, at 4:00 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen,
Mike Whitson
TRUSTEES ABSENT: None
EX-OFFICIO:
STAFF: Bill Murphy Andrea Anderson, Marthanna Donald
GUEST(S): Sarah Delaney, Michael Pineda

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

Scott Chapman called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 March 15, 2024.

Jake Charnock motioned to approve the minutes of the Special Meeting of March 15, 2024. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Patrick McGuire, Dr. Pam Kimbrough, Jeff Moen, and Mike Whitson voted aye. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the March 2024 Financials.

Jake Charnock presented the March 2024 Financials. Following discussion, Mike Whitson motioned to accept the March 2024 Financials. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to recommend Mitesh Patel to serve a remaining term ending December 31, 2024, on the Ardmore Development Authority Board of Trustees and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy presented the recommendation of Mitesh Patel to serve the remainder of an unexpired term on the board. Mr. Murphy explained that at the expiration of the term, Mr. Patel would then be eligible to complete two 3-year terms. The approval of Mr. Patel is also on the agenda for the City Commission. Jake Charnock then motioned to recommend Mitesh Patel to serve a remaining term ending December 31, 2024, on the Ardmore Development Authority Board of Trustees. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Following the meeting, it was discovered that the correct date for the expiration of the term is December 31, 2025. Bill Murphy consulted with ADA legal counsel and was advised to note the scrivener's error in the minutes. The correction will also be noted during the May 20, 2024, Regular Meeting of the board of trustees.

Item 6: Consideration and possible action to approve a sublease agreement for Altom, Inc for a box hangar at the 602 McDonell, Ardmore Municipal Airport for 3 years beginning March 1st, 2024 with a cost of \$750.00 per month and an annual CPI based adjustment, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained to the trustees that this would be a renewed lease for an existing tenant. This new lease includes a higher lease rate as well as an annual rate increase based on the Consumer Price Index. Jeff Moen motioned to approve a sublease agreement for Altom, Inc for a box hangar at the 602 McDonell, Ardmore Municipal Airport for 3 years beginning March 1st, 2024, with a cost of \$750.00 per month and an annual CPI based adjustment. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Old Business

None presented.

Item 8: 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).

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

Micheal Pineda left the room at 4:18 p.m. Sarah Delaney left the room at 4:20 p.m.

Item 9: Consideration and possible action to reconvene into regular session.

Jeff Moen motioned to re-enter Executive Session. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular Session resumed at 4:27 p.m.

Sarah Delaney and Michael Pineda re-entered the room.

Item 10: 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

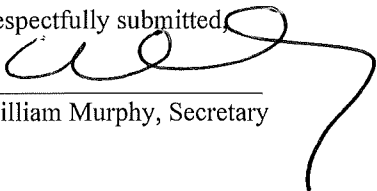
Item 11: Staff Reports:

- a) **President's Report** – Bill Murphy reported that he recently visited the Dot Foods corporate office. He also reported that he and Andrea Anderson have recently participated in the Select Oklahoma Day at the Capitol as well as the Leadership Greater Ardmore Day at the Capitol. Mr. Murphy also informed the board that legislation pertaining to the Oklahoma Department of Commerce is having an impact on projects and leads coming from that team.
- b) **Airport and Industrial Parks** – Bill Murphy began by informing the trustees that air traffic is down 28%. The Corporate Hangar is nearing completion, and the contractor is working on his final punch list. The Taxiway E Phase II Project is moving forward. Dan Lutrell is coordinating with King Aerospace on the planned closure for Runway 13/31 during May. In closing, Mr. Murphy informed the trustees that clean-up is beginning for the waterline project and the new wastewater treatment plant is on schedule.
- c) **Marketing** – Andrea Anderson reported projects being received from the Oklahoma Department of Commerce are down significantly, but that she and Bill Murphy have been working directly with site consultants on a number of projects. Ms. Anderson then reminded the trustees that the Lt. Governor's Invitational Turkey Hunt will be on Wednesday and Thursday of this week. Eight guests have been confirmed with seven planning to hunt. In closing, Ms. Anderson reviewed past and upcoming conference attendance.
- d) **Legislative** – Bill Murphy reported that both the Oklahoma Senate and House of Representatives have reached the stage of this legislative session focused on the budget. He reminded the trustees that the Legislature is statutorily required to conclude session by the final day of May.

Item 12: Adjourn

There being no further business, Jake Charnock motioned to adjourn. Dr. Pam Kimbrough seconded. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:38 p.m.

Respectfully submitted,


William Murphy, Secretary



AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. MAY 20, 2024
ARDMORE CHAMBER OF COMMERCE
410 W. MAIN ST.
ARDMORE, OK. 73401

-
1. Call to order and roll call and declaration of quorum.
 2. Confirmation of compliance with the Open Meeting Act.
 3. Consideration and possible action to approve the Minutes of the Regular Meeting of April 15, 2024.
 4. Consideration and possible action to accept the April 2024 Financials.
 5. Old Business
 6. Consideration and possible action to consent to the City of Ardmore accepting the low bid from Silverstar Construction Company in the amount of \$4,476,999.00 for the construction of the South Cargo Apron, and the approval or rejection of any amendments at the meeting.
 7. Consideration and possible action to accept an MOU with the City of Ardmore for the purposes of explaining the responsibilities and duties of the parties with respect to the Oklahoma Department of Aerospace and Aeronautics (ODAA) Grant for the construction of the South Cargo Apron, and the approval or rejection of any amendments at the meeting.
 8. Consideration and possible action to consent to The City of Ardmore in applying and accepting a future grant from the Oklahoma Department of Aerospace and Aeronautics (ODAA), Preserving Rural Economic Prosperity (PREP) Grant Program (ADM-24C-PREP) in the amount of \$2,269,099.00 to fund the South Cargo Apron project for the Ardmore Municipal Airport on behalf of the Ardmore Development Authority, and the approval or rejection of any amendments at the meeting.
 9. Consideration and possible action to approve Task Order 3 Agreement with H.W. Lochner on the Eastside Infrastructure Estimates for an amount not to exceed \$15,000.00, and the approval or rejection of any amendments at the meeting.
 10. Consideration and possible action to accept the bids and award a contract contingent upon available financing for the Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) to Duit Holdings, Inc. for an amount not to exceed \$6,510,000.00, and the approval or rejection of any amendments considered at the meeting.
 11. 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).

12. Consideration and possible action to reconvene into regular session.
13. Consideration and possible action to approve a resolution authorizing the Ardmore Development Authority (“The Authority”) to approve purchase options of certain personal property by Michelin North America, Inc. as set forth in Section 17 of the Master Equipment Lease Agreement dated December 29, 2004, as amended, including the supplemented lease and loan schedules and authorize the chairman and secretary to execute each of the related letter agreements and bills of sale, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
14. Consideration and possible action to approve post-closing obligations relating to the Rail Asset Purchase Agreement for Sale and Purchase of Business Assets dated November 21, 2022, with WP Global LLC and authorize execution of the Post Closing Letter setting forth the obligations, and the approval or rejection of any amendments at the meeting.
15. 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.”
16. Staff Reports:
 - a. President’s Report
 - b. Legislative
 - c. Airport and Industrial Parks
 - d. Marketing
17. Adjourn

Agenda posted: Thursday, May 16, 2024, at 12:00 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
May 20, 2024, 4:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson
TRUSTEES ABSENT: Jake Charnock
EX-OFFICIO: Kevin Boatright
STAFF: Bill Murphy Andrea Anderson
GUEST(S): Sarah Delaney, Isai Molina, Michael Pineda

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

Scott Chapman called the meeting to order at 4:01 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

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

Mr. Chapman then introduced and welcomed Mitesh Patel to the board.

Kevin Boatright arrived to the meeting at 4:03 p.m.

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of April 15, 2024.

Mike Whitson motioned to approve the minutes of the Regular Meeting of April 15, 2024. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. Mitesh Patel abstained. There were no nays. The motion passed.

Michael Pineda arrived to the meeting at 4:05

Item 4: Consideration and Possible Action to accept the April 2024 Financials.

Bill Murphy presented the April 2024 Financials. Following discussion, Patrick McGuire motioned to accept the April 2024 Financials. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Dr. Pam Kimbrough arrived to the meeting at 4:07 p.m.

Item 5: Old Business

Item 6: Consideration and possible action to consent to the City of Ardmore accepting the low bid from Silverstar Construction Company in the amount of \$4,476,999.00 for the construction of the South Cargo Apron, and the approval or rejection of any amendments at the meeting.

Bill Murphy began by explaining that the following two agenda items are related. He then explained that as the airport sponsor, the City of Ardmore must award the bid to Silverstar Construction Company. The ADA will oversee the project and has reviewed the bids with the City of Ardmore. Mr. Murphy also explained that the item is on the City Commission agenda for this evening. Following a brief discussion, Patrick McGuire motioned to consent to the City of Ardmore accepting the low bid from Silverstar Construction Company in the amount of \$4,476,999.00 for the construction of the South Cargo Apron. Mike Whitson seconded. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 7: Consideration and possible action to accept an MOU with the City of Ardmore for the purposes of explaining the responsibilities and duties of the parties with respect to the Oklahoma Department of Aerospace and Aeronautics (ODAA) Grant for the construction of the South Cargo Apron, and the approval or rejection of any amendments at the meeting.

Bill Murphy explained that this MOU is similar to previous MOUs for projects at the airport. It lays out that the ADA is responsible for any payments and will be reimbursed once invoices are turned into the City of Ardmore. The City of Ardmore, as airport sponsor, will help in the administration and submission of grant paperwork to ODAA. Following discussion, Jeff Moen motioned to accept an MOU with the City of Ardmore for the purposes of explaining the responsibilities and duties of the parties with respect to the Oklahoma Department of Aerospace and Aeronautics (ODAA) Grant for the construction of the South Cargo Apron. Patrick McGuire seconded. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 8: Consideration and possible action to consent to The City of Ardmore in applying and accepting a future grant from the Oklahoma Department of Aerospace and Aeronautics (ODAA), Preserving Rural Economic Prosperity (PREP) Grant Program (ADM-24C-PREP) in the amount of \$2,269,099.00 to fund the South Cargo Apron project for the Ardmore Municipal Airport on behalf of the Ardmore Development Authority, and the approval or rejection of any amendments at the meeting.

Bill Murphy explained that for PREP funds, the ODAA will award funds for each project that will make up the overall South Cargo Apron project. Again, because the City of Ardmore is the airport sponsor, they will be applying for and accepting all grants related to projects for the Ardmore Municipal Airport. Mr. Murphy also explained that federal funding through Congressman Tom Cole's office will also be used for the South Cargo Apron. Following a brief discussion, Mike Whitson motioned to consent to The City of Ardmore in applying and accepting a future grant from the Oklahoma Department of Aerospace and Aeronautics (ODAA), Preserving Rural Economic Prosperity (PREP) Grant Program (ADM-24C-PREP) in the amount of \$2,269,099.00 to fund the South Cargo Apron project for the Ardmore Municipal Airport on behalf of the Ardmore Development Authority. Dr. Pam Kimbrough seconded. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 9: Consideration and possible action to approve Task Order 3 Agreement with H.W. Lochner on the Eastside Infrastructure Estimates for an amount not to exceed \$15,000.00, and the approval or rejection of any amendments at the meeting.

Bill Murphy explained that Task order 3 is related to preparing for the \$75 million Legislative Request for the east side of the Airpark. Mr. Murphy also explained that the development partners for that portion of the park will not be contributing to paying for park of the cost. Dr. Pam Kimbrough motioned action to approve Task Order 3 Agreement with H.W. Lochner on the Eastside Infrastructure Estimates for an amount not to exceed \$15,000.00. Dr. Eric Ward seconded the motion. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 10: Consideration and possible action to accept the bids and award a contract contingent upon available financing for the Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) to Duit Holdings, Inc. for an amount not to exceed \$6,510,000.00, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy began by reminding the trustees that the MALSR lighting system is necessary for many of the aircraft worked on by King Aerospace. Mr. Murphy also explained that the system is also a necessary component for the aircraft that will be used for future air cargo operations. Mr. Murphy explained that the design for the system has been done to make it safe in the event of future flooding by the Washita River. In closing, Mr. Murphy informed that board that ADA staff has been working with Oklahoma Development Finance Authority on funding the project so that would help address cash flow concerns for the ADA. Jeff Moen then motioned to accept the bids and award a contract contingent upon available financing for the Medium Intensity Approach Lighting System with Runway Alignment Indicator Lights (MALSR) to Duit Holdings, Inc. for an amount not to exceed \$6,510,000.00. Mike Whitson seconded. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 11: 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).

Patrick McGuire motioned to enter Executive Session. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:30 p.m.

Sarah Delany, Michael Pineda, and Isai Molina left the room.

Item 12: Consideration and possible action to reconvene into regular session.

Dr. Eric Ward motioned to reconvene into regular session. Patrick McGuire seconded. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:49 p.m.

All guests re-entered the room.

Item 13: Consideration and possible action to approve a resolution authorizing the Ardmore Development Authority (“The Authority”) to approve purchase options of certain personal property by Michelin North America, Inc. as set forth in Section 17 of the Master Equipment Lease Agreement dated December 29, 2004, as amended, including the supplemented lease and loan schedules and authorize the chairman and secretary to execute each of the related letter agreements and bills of sale, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this is the final step in unwinding of the loan-lease agreement between the ADA and Michelin. Because the agreement is being terminated before the original 15-year intended term, the resolution will include a bill of sale for the fourteen items within the agreement. As part of this, Michelin will also be making a Uniform Commercial Code filing that discloses the purchase. Mr. Murphy also explained that the ADA will receive five months’ worth of ancillary rent payments for the equipment that will be based on the value of the equipment included in the agreement, Isai Molina validated Mr. Murphy’s explanation of the transaction on behalf of Michelin. Dr. Eric Ward then motioned action to approve a resolution authorizing the Ardmore Development Authority (“The Authority”) to approve purchase options of certain personal property by Michelin North America, Inc. as set forth in Section 17 of the Master Equipment Lease Agreement dated December 29, 2004, as amended, including the supplemented lease and loan schedules and authorize the chairman and secretary to execute each of the related letter agreements and bills of sale. Patrick McGuire seconded. Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. Dustin Caldwell abstained. There were no nays. The motion passed.

Item 14: Consideration and possible action to approve post-closing obligations relating to the Rail Asset Purchase Agreement for Sale and Purchase of Business Assets dated November 21, 2022, with WP Global LLC and authorize execution of the Post Closing Letter setting forth the obligations, and the approval or rejection of any amendments at the meeting.

Bill Murphy explained that when the Ardmore Industrial Airpark was turned over to the City of Ardmore by the federal government, most of the legal descriptions were not done. The post-closing obligations will be related to correcting the necessary legal descriptions. Mr. Murphy informed the trustees that Dan Luttrell is working on addressing the necessary issues. Mr. Murphy also stated that the City of Ardmore will be approving the June 6, 2024, closing at the June 3, 2024, City Commission Meeting. Following a brief discussion, Mike Whitson motioned to approve post-closing obligations relating to the Rail Asset Purchase Agreement for Sale and Purchase of Business Assets dated November 21, 2022, with WP Global LLC and authorize execution of the Post Closing Letter setting forth the obligations. Jeff Moen seconded. Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 15: 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 reasonably been foreseen prior to the time of posting of the agenda.

Item 16: Staff Reports:

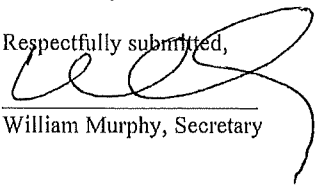
- a) **President’s Report** – Bill Murphy reported that he recently attended a meeting of the Site Selectors Guild as part of their partner program. Mr. Murphy also reported that he was recently appointed to the Membership Committee for the Industrial Asset Management Council.

- b) **Legislative-** Bill Murphy reported that he and Andrea Anderson have been engaged in several meetings related to the Woodside Energy project in Ardmore. In relation to the project multiple letters to the editor have been submitted and printed in publications across the state by several supporters. My Murphy also reported that the ADA was named one of the recipients of the Small Economic Development Organization of the Year by Business Facilities Magazine.
- c) **Airport and Industrial Parks** – Bill Murphy provided the report in Dan Luttrell’s absence. Traffic count for the Ardmore Municipal Airport was down 37% for the month of April, due in large part to the absence of the flight school that was in operation in April of 2023. Mr. Luttrell is negotiating a delay claim related to the completion of the new hangar. For the Taxiway E Phase II project, Mr. Luttrell and his team are working with King Aerospace on runway closures in relation to their operations. The rest of the project is moving along and on schedule. The new cargo apron project will be awarded in Juen with an anticipated start in August. The EDA Waterline project within the greater Ardmore Industrial Airpark in complete and project paperwork is being done to close it out. The City of Ardmore continues work on the new wastewater treatment plant.
- d) **Marketing** – Andrea Anderson reported that projects coming from the Oklahoma Department of Commerce have dropped significantly due to both the election year and issues within the department. She did note that she and Bill Murphy have begun receiving projects directly from a number of consultants. Ms. Anderson then provided a recap of the recent Lt. Governor’s Turkey Hunt, an overview of the annual Intern Welcome Event, as well as information on upcoming trade show and conference attendance.

Item 17: Adjourn

There being no further business, Jeff Moen motioned to adjourn. Mike Whitson seconded Dustin Caldwell, Scott Chapman, Dr Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:11 p.m.

Respectfully submitted,



William Murphy, Secretary



**SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
1:00 P.M. JUNE 7, 2024
ARDMORE CHAMBER OF COMMERCE
410 W MAIN STREET
ARDMORE, OK. 73401**



1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to authorize the purchase of a perpetual easement of 15.15 acres from R&R Properties, LLC as described in Exhibit A in the amount of \$20,000, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
4. Old Business:
5. 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.”)
6. Adjourn

Agenda posted: June 5, 2024, 11:00 a.m.
Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall

EXHIBIT "A"
PERPETUAL GROUND EASEMENT
ARDMORE DEVELOPMENT AUTHORITY

TRACT 1 LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE SOUTHEAST QUARTER (SE/4) OF SECTION SEVENTEEN (17), TOWNSHIP THREE (3) SOUTH, RANGE THREE (3) EAST OF THE INDIAN MERIDIAN, CARTER COUNTY, OKLAHOMA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER (SE/4), THENCE N 0°30'06" W ON THE EAST LINE OF SAID SOUTHEAST QUARTER (SE/4) A DISTANCE OF 1,548.98 FEET TO THE **POINT OF BEGINNING**.

THENCE CONTINUING N 0°30'06" W ON SAID EAST LINE A DISTANCE OF 1,093.82 FEET TO THE NORTHEAST CORNER OF SAID SOUTHEAST QUARTER (SE/4), SAID POINT ALSO BEING ON THE SOUTHERN PROPERTY LINE OF ARDMORE MUNICIPAL AIRPORT;

THENCE S 44°16'10" W ON SAID SOUTHERN PROPERTY LINE A DISTANCE OF 768.65 FEET TO A POINT ON THE NORTHERN LINE OF AN EXISTING EASEMENT FILED IN BK 233 / PG 304;

THENCE S 45°08'41" E ON THE NORTHERN LINE OF SAID EXISTING EASEMENT, BEING PARALLEL AND 100.00 FEET NORTH OF THE EXTENDED CENTERLINE OF RUNWAY 13/31, A DISTANCE OF 770.39 FEET BACK TO THE **POINT OF BEGINNING**.

SAID TRACT CONTAINING 296,064.48 SQUARE FEET OR 6.80 ACRES AS DESCRIBED.

TRACT 2 LEGAL DESCRIPTION

A TRACT OF LAND BEING A PART OF THE SOUTHEAST QUARTER (SE/4) OF SECTION SEVENTEEN (17), TOWNSHIP THREE (3) SOUTH, RANGE THREE (3) EAST OF THE INDIAN MERIDIAN, CARTER COUNTY, OKLAHOMA. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID SOUTHEAST QUARTER (SE/4), THENCE N 0°30'06" W ON THE EAST LINE OF SAID SOUTHEAST QUARTER (SE/4) A DISTANCE OF 1,321.40 FEET TO THE SOUTHEAST CORNER OF THE NORTHEAST QUARTER (NE/4) OF THE SOUTHEAST QUARTER (SE/4); THENCE S 88°58'14" W ON THE SOUTH LINE OF SAID NORTHEAST QUARTER (NE/4) OF THE SOUTHEAST QUARTER (SE/4) A DISTANCE OF 55.83 FEET TO THE **POINT OF BEGINNING**.

THENCE CONTINUING S 88°58'14" W ON SAID SOUTH LINE A DISTANCE OF 855.46 FEET TO A POINT ON THE SOUTHWESTERLY BOUNDARY OF THE CURRENT RUNWAY PROTECTION ZONE;

THENCE N 36°36'50" W ON SAID BOUNDARY OF THE RUNWAY PROTECTION ZONE A DISTANCE OF 406.30 FEET TO A POINT ON THE SOUTHERN PROPERTY LINE OF ARDMORE MUNICIPAL AIRPORT;

THENCE N 88°58'31" E ON SAID SOUTHERN PROPERTY LINE A DISTANCE OF 158.57 FEET;

THENCE CONTINUING ON SAID SOUTHERN PROPERTY LINE N 44°16'10" E A DISTANCE OF 440.09 FEET TO A POINT ON THE SOUTHERN LINE OF AN EXISTING EASEMENT FILED IN BK 233 / PG 304;

THENCE S 45°08'41" E ON THE SOUTHERN LINE OF SAID EXISTING EASEMENT, BEING PARALLEL AND 100.00 FEET SOUTH OF THE EXTENDED CENTERLINE OF RUNWAY 13/31, A DISTANCE OF 891.41 FEET BACK TO THE **POINT OF BEGINNING**.

SAID TRACT CONTAINING 363,666.18 SQUARE FEET OR 8.35 ACRES AS DESCRIBED.

BASIS OF BEARINGS:

GRID NORTH BASED ON NAD 83 OKLAHOMA
STATE PLANE COORDINATE SYSTEM NORTH ZONE

THIS DESCRIPTION WAS PREPARED BY:

JOSEPH H. FARMER, PLS #1799
FRONTIER LAND SURVEYING, CA #7232



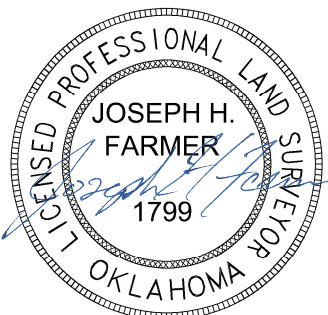
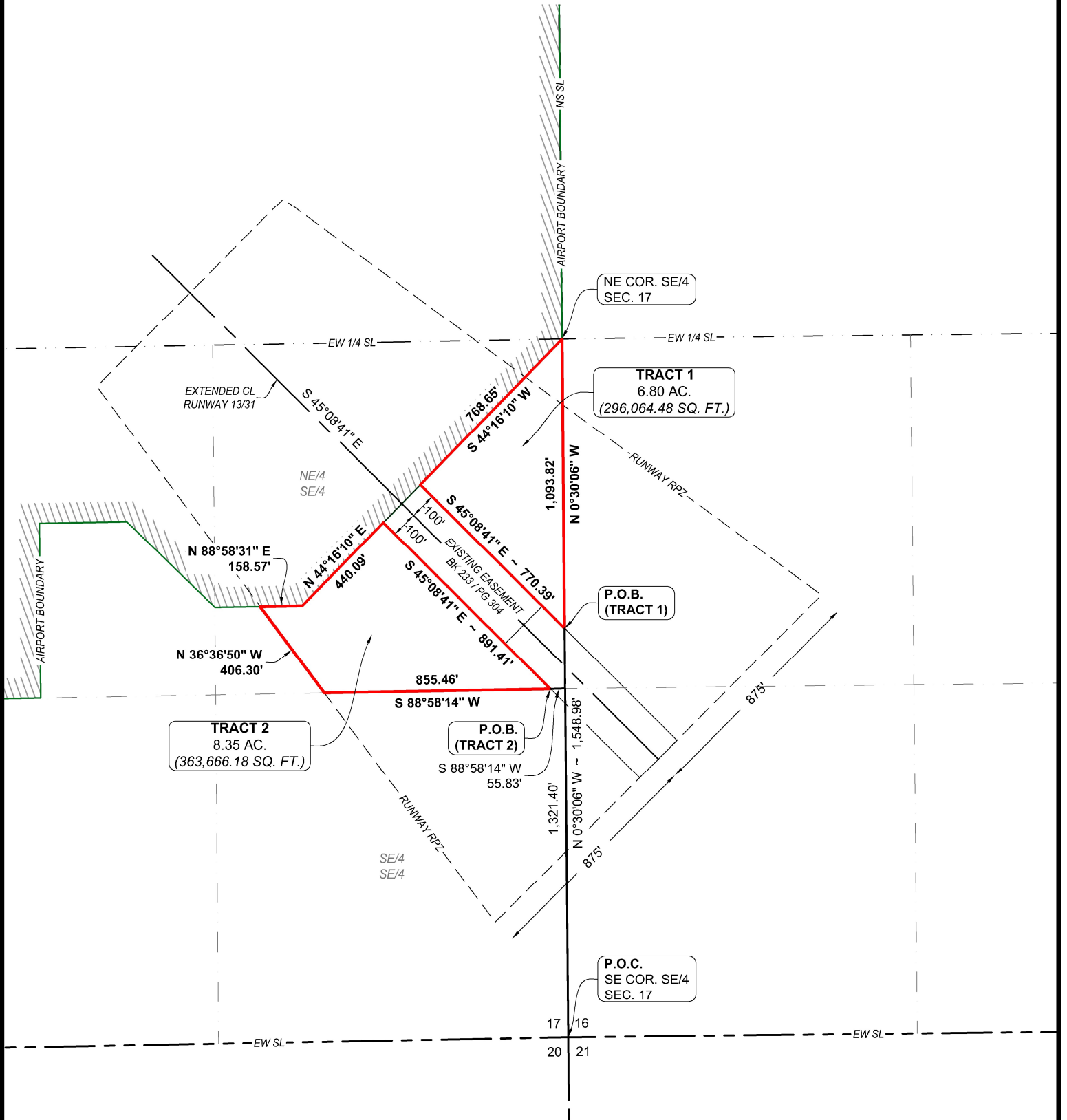
P.O. BOX 7197
EDMOND, OK 73083
405.285.0433

DATE: 6/4/2024

SCALE: 1" = 500'

EXHIBIT "A"
PERPETUAL GROUND EASEMENT
ARDMORE DEVELOPMENT AUTHORITY
PAGE 1 OF 2

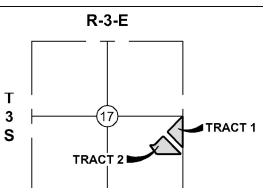
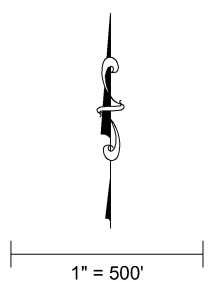
EXHIBIT "B"
PERPETUAL GROUND EASEMENT
ARDMORE DEVELOPMENT AUTHORITY



BASIS OF BEARINGS:
 GRID NORTH BASED ON NAD 83
 OKLAHOMA STATE PLANE COORDINATE
 SYSTEM NORTH ZONE

THIS DESCRIPTION WAS PREPARED BY:
 JOSEPH H. FARMER, PLS #1799
 FRONTIER LAND SURVEYING, CA #7232

THIS SKETCH IS NOT A BOUNDARY SURVEY. IT IS INTENDED TO SHOW THE CONFIGURATION OF PROPOSED EASEMENT. IT SHOULD NOT BE USED TO LOCATE PROPERTY LINES AND DOES NOT MEET THE MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.



frontier
LAND SURVEYING
 CA #7232

P.O. BOX 7197
 EDMOND, OK 73083
 405.285.0433

DATE: 6/4/2024
 SCALE: 1" = 500'
EXHIBIT "B"
 PERPETUAL GROUND EASEMENT
 ARDMORE DEVELOPMENT AUTHORITY
 PAGE 2 OF 2

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
June 7, 2024, 1:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Jeff Moen, Mitesh Patel, and Mike Whitson
TRUSTEES ABSENT: Patrick McGuire, Dr. Eric Ward
EX-OFFICIO:
STAFF: Bill Murphy, Marthanna Donald, Dan Luttrell, Annalisa Peevy
GUEST(S):

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

Mike Whitson called the meeting to order at 1:01 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Bill Murphy informed Mr. Whitson that the agenda was placed and posted in a timely manner in a prominent public view.

Item 3: Consideration and possible action to authorize the purchase of a perpetual easement of 15.15 acres from R&R Properties, LLC as described in Exhibit A in the amount of \$20,000, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the needed easement is on property on the south end of the Ardmore Industrial Airpark, south of the airport's long runway. Dan Luttrell then informed the board that the FAA requires trees to be cleared from areas near runways. Work is beginning near the property related to the Taxiway E project in the coming weeks and this easement needs to be in place.

Scott Chapman arrived to the meeting at 1:07 p.m. during the discussion of this item.

Following discussion of the item, Mike Whitson motioned to authorize the purchase of a perpetual easement of 15.15 acres from R&R Properties, LLC as described in Exhibit A in the amount of \$20,000. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, Mitesh Patel, and Mike Whitson voted aye. There were no abstentions or nays. The motion passed.

Item 4: Old Business

None presented

Item 5: 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 reasonably been foreseen prior to the time of posting of the agenda.")

None presented

Item 6: Adjourn

There being no further business, Jake Charnock motioned to adjourn. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, Mitesh Patel, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 1:11 p.m.

Respectfully submitted,


William Murphy, Secretary



****REVISED****
SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. JUNE 24, 2024
ARDMORE INDUSTRIAL AIRPARK
620 GENERAL STREET
ARDMORE, OK. 73401

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the minutes of the May 20, 2024, Regular Meeting and the Special Meeting of June 7, 2024.
4. Consideration and possible action to accept the May 2024 Financials.
5. Consideration and possible action to approve an Administrative Services Agreement with the Ardmore Chamber of Commerce for \$156,000, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Consideration and possible action to approve a resolution authorizing the CEO to apply for a loan with the Oklahoma Finance Authorities in an amount not to exceed \$5,000,000 to be secured by a first lien real estate mortgage on a warehouse at 425 Northrup Street and to be secured by a pledge of two \$1,000,000 CDs; said loan shall be for 10 years with full amortization and to provide for interest at the Wall Street Journal Prime Rate (WSJPR) less 1.00% adjusting every 3 months with a 3.50% floor; to provide that during the 1 year construction period payments shall be interest only monthly payments; providing for principal and interest payments based on a 120 month amortization; providing for 5-4-3-2-1 partial or whole repayment penalty in the first 5 years of permanent financing; providing for the closing fees in the amount of \$15,000; approving the issuance of said note upon approval of the full board of the Oklahoma Finance authorities; authorizing the execution of said note and other related document necessary to effectuate the intent of the resolution and containing other provisions related thereto, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to award a bid to Cooper Coles Ranch, LLC for cutting and baling hay on 55 acres at the south end of the Ardmore Municipal Airport for an annual amount of \$4,007.00.
8. Consideration and possible action to approve the FY2025 budget, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
9. Old Business:
10. 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).
11. Consideration and possible action to reconvene into regular session.

12. Staff Reports:
 - a. President's Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
13. Adjourn

Agenda posted: June 20, 2024, 2:00 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall, Ardmore Industrial Airpark

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
June 24, 2024, 4:00 p.m.

Ardmore Industrial Airpark
620 General Drive
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson
TRUSTEES ABSENT: Scott Chapman, Mitesh Patel
EX-OFFICIO:
STAFF: Bill Murphy, Andrea Anderson, Dan Luttrell, Amanda Dion
GUEST(S): Sarah Delaney, Michael Pineda

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

Mike Whitson called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Whitson 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 May 20, 2024, Regular Meeting and the Special Meeting of June 7, 2024.

Jake Charnock pointed out a spelling error in the minutes of May 20, 2024, and Dr. Pam Kimbrough noted that she was present at the meeting of June 7, 2024. Jeff Moen then motioned to approve the minutes of the May 20, 2024, Regular Meeting and the Special Meeting of June 7, 2024, with the noted corrections. Dustin Caldwell seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Michael Pineda arrived to the meeting at 4:06 p.m. Patrick McGuire arrived to the meeting at 4:07 p.m.

Item 4: Consideration and Possible Action to accept the May 2024 Financials.

Jake Charnock presented the May 2024 Financials. Following discussion, Dr. Eric Ward motioned to accept the May 2024 Financials. Dr. Pam Kimbrough seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve an Administrative Services Agreement with the Ardmore Chamber of Commerce for \$156,000, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the contract with the Ardmore Chamber of Commerce is reviewed annually and includes functions such as payroll, shared databases and internet service. The proposed annual amount of \$156,000.00 is an additional \$1,000.00 per month. This year an attempt was made to provide a better estimation of time Chamber staff spends on ADA-related work. Following the review, Mr. Murphy stated the estimated time does align with the increased contract cost. Following a brief discussion, Jake Charnock motioned to approve an Administrative Services Agreement with the Ardmore Chamber of Commerce for \$156,000. Dr. Eric Ward seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve a resolution authorizing the CEO to apply for a loan with the Oklahoma Finance Authorities in an amount not to exceed \$5,000,000 to be secured by a first lien real estate mortgage on a warehouse at 425 Northrup Street and to be secured by a pledge of two \$1,000,000 CDs; said loan shall be for 10 years with full amortization and to provide for interest at the Wall Street Journal Prime Rate (WSJPR) less 1.00% adjusting every 3 months with a 3.50% floor; to provide that during the 1 year construction period payments shall be interest only monthly payments; providing for principal and interest payments based on a 120 month amortization; providing for 5-4-3-2-1 partial or whole repayment penalty in the first 5 years of permanent financing; providing for the closing fees in the amount of \$15,000; approving the issuance of said note upon approval of the full board of the Oklahoma Finance authorities; authorizing the execution of said note and other related document necessary to effectuate the intent of the resolution and containing other provisions related thereto, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy began by explaining that the desired loan would be used to finance the MALSR project that is needed for airport operations and that due to the low number of required flights currently requiring the lighting system the project is the sole responsibility of the Ardmore Development Authority. Mr. Murphy then explained that while the ADA does have the cash on hand to pay the approximately \$7,000,000 project cost, the loan will help the ADA not deplete funds. The Oklahoma Development Finance Authority board is scheduled to approve the loan at their Wednesday, June 26 meeting. Should it be approved, the ODFA will order an appraisal of the warehouse. Mr. Murphy stated that any changes to the stated loan made at the ODFA board meeting will be brought back to the ADA board for approval. In closing, Mr. Murphy reminded board members that the City of Ardmore must approve any indebtedness by the ADA and that the item is on the July 1, 2024, City Commission agenda. Following discussion, Jeff Moen motioned to approve a resolution authorizing the CEO to apply for a loan with the Oklahoma Finance Authorities in an amount not to exceed \$5,000,000 to be secured by a first lien real estate mortgage on a warehouse at 425 Northrup Street and to be secured by a pledge of two \$1,000,000 CDs; said loan shall be for 10 years with full amortization and to provide for interest at the Wall Street Journal Prime Rate (WSJPR) less 1.00% adjusting every 3 months with a 3.50% floor; to provide that during the 1 year construction period payments shall be interest only monthly payments; providing for principal and interest payments based on a 120 month amortization; providing for 5-4-3-2-1 partial or whole repayment penalty in the first 5 years of permanent financing; providing for the closing fees in the amount of \$15,000; approving the issuance of said note upon approval of the full board of the Oklahoma Finance authorities; authorizing the execution of said note and other related document necessary to effectuate the intent of the resolution and containing other provisions related thereto. Jake Charnock seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 7: Consideration and possible action to award a bid to Cooper Coles Ranch, LLC for cutting and baling hay on 55 acres at the south end of the Ardmore Municipal Airport for an annual amount of \$4,007.00.

Bill Murphy explained that the area in question is leased out annually for hay. The proposed contract does not have a stipulated number of cuttings or bales to-be-produced. Dan Luttrell noted that in years past, the area has been cut and baled two to three times annually. Jake Charnock motioned to award a bid to Cooper Coles Ranch, LLC for cutting and baling hay on 55 acres at the south end of the Ardmore Municipal Airport for an annual amount of \$4,007.00. Patrick McGuire seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 8: Consideration and possible action to approve the FY2025 budget, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy presented the FY2025 budget. Following the presentation, Dan Luttrell presented a three-year project and estimated cost projection to the trustees. Following the conclusion of Mr. Luttrell's presentation, Dr. Eric Ward motioned to approve the FY2025 budget. Dr. Pam Kimbrough seconded. Dustin Caldwell seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 9: Old Business

None presented.

Dr. Pam Kimbrough stepped out of the meeting at 5:05 p.m.

- Item 10: 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).

Jake Charnock motioned to enter Executive Session. Dustin Caldwell seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 5:06 p.m.

Sarah Delany and Michael Pineda left the room at 5:06 p.m.

Dr. Pam Kimbrough returned to the room at 5:08 p.m.

Item 11: Consideration and possible action to reconvene into regular session.

Jeff Moen motioned to reconvene into regular session. Jake Charnock seconded. Dustin Caldwell, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 5:17 p.m.

Sara Delaney and Michael Pineda returned to the room. Jake Charnock left the meeting at 5:17 p.m.

Item 12: Staff Reports:

- a) **President's Report** – Bill Murphy reported that he recently attended the Site Selector's Guild meeting in Charleston, South Carolina as well as the Oklahoma Business Roundtable in Tulsa. The next large conference he will be attending will be Select USA in Washington, D.C.
- b) **Airport and Industrial Parks** – Dan Luttrell reported that airport traffic during the month of May was down 11% from May 2023. However, May 2024 traffic was up from April 2024. Mr. Luttrell reported that he is working with the contractor on the corporate hangar project on a delay claim based on the construction time overage. Mr. Luttrell also reported that construction of Taxiway E is moving along with the placement of the main line storm drain subgrade stabilization, and the crushing of concrete from the abandoned runway to be used for ag base. For the cargo apron project, the project award is scheduled for June with an anticipated start in either late-July or August. For the greater industrial park, Mr. Luttrell reported that the EDA Water Line project will be complete within a couple of weeks as the contractor is working on one punch list item. In closing, Mr. Luttrell reported that the City of Ardmore's new wastewater treatment plant is on schedule for completion at the end of the year.
- c) **Marketing** – Andrea Anderson reported that GTIP progress celebration has 70 attendees. The annual Intern Welcome hosted in conjunction with FUEL Ardmore had ten interns from three local employers. Ms. Anderson also reported that she is working with the Oklahoma Manufacturing Alliance and other partners to host a regional career fair on September 24. Ms. Anderson is also working to schedule meetings with site selectors while she and Bill Murphy are in Atlanta on July 10 for a presentation to the board of the Industrial Asset Management Council. In closing, Ms. Anderson reported that a lunch is being planned with the Oklahoma Department of Commerce and Oklahoma Finance Authority for local businesses and companies to discuss the Rapid Community Response Program.
- d) **Legislative**- Bill Murphy reported that with the recent state primary elections leadership in the Oklahoma Senate is in question for the next legislative session. On the House of Representatives side, Mr. Murphy reported that there are runoffs scheduled for key leadership positions for later in the summer.

Item 13: Adjourn

There being no further business, Patrick McGuire motioned to adjourn. Dr. Eric Ward seconded. Dustin Caldwell, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:24 p.m.

Respectfully submitted,


William Murphy, Secretary



**REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. JULY 15, 2024
ARDMORE CHAMBER OF COMMERCE
410 WEST MAIN STREET
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the minutes of the June 24, 2024, Special Meeting.
4. Consideration and possible action to accept the June 2024 Financials.
5. Old Business
6. Consideration and possible action to approve a professional services agreement with Russell and Williams CPAs for audit-related services for the year ending June 30, 2023, for an amount not to exceed \$19,900, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to approve Task Order 4 Agreement to the 2023-2026 Master-On-Call Consultant Agreement with Lochner for Construction Service for Runway 31 Medium Approach Lighting System with Runway Alignment Indicator Lights (MALSR) for an amount not to exceed \$490, 900.00, and the approval or rejection of any amendments proposed and considered by the board at the meeting.
8. 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.”
9. 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).
10. Consideration and possible action to reconvene into regular session.
11. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
12. Adjourn

Agenda posted: July 11, 2024, 4:00 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson

TRUSTEES ABSENT:

EX-OFFICIO:

STAFF: Bill Murphy, Andrea Anderson, Dan Luttrell

GUEST(S):

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

Mike Whitson called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 June 24, 2024, Special Meeting.

Dr. Pam Kimbrough motioned to approve the minutes of the June 24, 2024, Special Meeting. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the June 2024 Financials.

Jake Charnock presented the June 2024 Financials. Following discussion, Patrick McGuire motioned to accept the June 2024 Financials. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Old Business

None

Item 6: Consideration and possible action to approve a professional services agreement with Russell and Williams CPAs for audit-related services for the year ending June 30, 2023, for an amount not to exceed \$19,900, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the auditor previously engaged has been unable to perform the audit, so it became necessary to engage a new firm. Mr. Murphy then noted that Russell and Williams came at the recommendation of the City of Ardmore, who is a client. Because it is time to perform the audit for FY2024, Mr. Murphy stated that Russell and Williams will be engaged again upon completion of the F2023 audit. At that time, an agreement will be brought to the board. Mr. Murphy stated that because two audits will be performed during the new fiscal year, the ADA will end up over budget for auditing services. Following discussion, Mike Whitson motioned to approve a professional services agreement with Russell and Williams CPAs for audit-related services for the year ending June 30, 2023. Jeff Moen seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve Task Order 4 Agreement to the 2023-2026 Master-On-Call Consultant Agreement with Lochner for Construction Service for Runway 31 Medium Approach Lighting System with Runway Alignment Indicator Lights (MALSR) for an amount not to exceed \$490, 900.00, and the approval or rejection of any amendments proposed and considered by the board at the meeting.

Dan Luttrell reminded the trustees that the Master-On-Call Agreement with Lochner was executed for airport related projects that would not run through the City of Ardmore. Because the MALSR project is being fully funded by the ADA, this project would fall under that agreement. Mr. Luttrell explained that the project is set to begin in August. Following discussion, Dr. Pam Kimbrough motioned to approve Task Order 4 Agreement to the 2023-2026 Master-On-Call Consultant Agreement with Lochner for Construction Service for Runway 31 Medium Approach Lighting System with Runway Alignment Indicator Lights (MALSR) for an amount not to exceed \$490, 900.00. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman,

Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: 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 9: 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).

Mike Whitson motioned to enter Executive Session. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:22 p.m.

Item 10: Consideration and possible action to reconvene into regular session.

Mike Whitson motioned to reconvene into regular session. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:50 p.m.

Item 11: Staff Reports:

- a) **President’s Report** – Bill Murphy reported that a new Marketing Director will be starting on Monday, July 22 that will work across the ADA, Chamber and Ardmore Tourism Authority to help better align the three organizations. Mr. Murphy then reported that he will be attending the upcoming Logistics Development Forum and the EAA AirVenture Oshkosh Luncheon hosted by the Oklahoma delegation. In closing, Mr. Murphy reported that work has begun to determine steps for modifying TIF 1 at the Ardmore Industrial Airpark, which expires in May 2025.
- b) **Airport and Industrial Parks** – Dan Luttrell reported that airport traffic during the month June 2024 is down 38% from the previous year due to the closure of runway 13/31 for the Taxiway E project. Mr. Luttrell explained that Taxiway E would remain closed through mid-August. Mr. Luttrell is still working with the contractor of the new hangar to resolve issues including new leaks in the building. Next, Mr. Luttrell explained that the construction of the new air cargo apron will begin in September and that Silverstar Construction is working to begin as soon as they complete Taxiway E. In closing, Mr. Luttrell reported that the EDA Waterline Project will be closed out within the next week and that the bid opening for the rail expansion will be July 31.
- c) **Marketing** – Andrea Anderson the number of RFPs from the Oklahoma Department of Commerce has increased in the past month. Ms. Anderson also reported that she and Bill Murphy toured Hannah Rohde of the Transatlantic Business and Investment Council around Ardmore on July 2. Ms. Anderson then reported that she attended the Select Oklahoma Technical Conference in Durant on July 9. The following day, Ms. Anderson was in Atlanta for meetings and a presentation to the board of the Industrial Asset Management Council. Ms. Anderson then reported that she will be working with the Oklahoma Development Finance Authority and Oklahoma Department of Commerce on a lunch with bankers and local industry leaders regarding funds available through the Rapid Community Response Program. In closing, Ms. Anderson reported that she will be attending the Southern Economic Development Council annual conference July 27 through 30 and the Southern Automotive Corridor ED Summit August 15 through 17.
- d) **Legislative**- Bill Murphy reported that the Oklahoma Senate has elected Senator Lonnie Paxton as the new Senate Pro Tempore.

Item 13: Adjourn

There being no further business, Dr. Eric Ward motioned to adjourn. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:00 p.m.

Respectfully submitted,


William Murphy, Secretary



**REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. AUGUST 19, 2024
ARDMORE CHAMBER OF COMMERCE
410 WEST MAIN STREET
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the minutes of the July 15, 2024, Regular Meeting.
4. Consideration and possible action to accept the July 2024 Financials.
5. Old Business
6. Consideration and possible action to authorize the President & CEO to solicit Requests for Proposals for an Economic Vision Plan, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible approve a Memorandum of Understanding (MOU) with the DronePort Network for the purpose of setting up a community airspace awareness system at the Ardmore Industrial Airpark at no cost to the ADA, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
8. Consideration and possible action to approve an amendment to the sublease made and entered into on November 20, 2023, by the Ardmore Development Authority, a public trust ("Authority"), and ATS World Wide LLC, ("Company") to authorize the reduction in rental payments from \$500 to \$250 per month and to amend the termination language allowing the Authority to terminate the Agreement with or without cause, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
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 posting of the agenda."
10. 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).
11. Consideration and possible action to reconvene into regular session.
12. Staff Reports:
 - a. President's Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
13. Adjourn

Agenda posted: August 15, 2024, 10:00 AM.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
August 19, 2024, 4:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson
TRUSTEES ABSENT: Dustin Caldwell, Jake Charnock
EX-OFFICIO:
STAFF: Bill Murphy, Andrea Anderson, Dan Luttrell
GUEST(S): Michael Pineda

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

Scott Chapman called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 July 15, 2024, Regular Meeting.

Jeff Moen motioned to approve the minutes of the July 15, 2024, Regular Meeting. Patrick McGuire seconded. Scott Chapman, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the July 2024 Financials.

Mike Whitson presented the July 2024 Financials. Following discussion, Dr. Eric Ward motioned to accept the July 2024 Financials. Jeff Moen seconded. Scott Chapman, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Dr. Pam Kimbrough arrived at the meeting at 4:06 p.m.

Item 5: Old Business

None

Item 6: Consideration and possible action to authorize the President & CEO to solicit Requests for Proposals for an Economic Vision Plan, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the trustees that as part of the Oklahoma Department of Commerce's (ODOC) Rapid Community Response Program, \$250,000 was carved out of the overall fund for strategic planning for Ardmore. Mr. Murphy then explained that once the submission window closes, the proposals will be reviewed by the Strategic Planning Committee of the Michelin Transition Taskforce. That committee will then make a recommendation to the ADA board for approval. In closing, Mr. Murphy explained that payments to the chosen firm will be made directly by ODOC. Following a brief discussion, Patrick McGuire motioned to authorize the President & CEO to solicit Requests for Proposals for an Economic Vision Plan. Mike Whitson seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible approve a Memorandum of Understanding (MOU) with the DronePort Network for the purpose of setting up a community airspace awareness system at the Ardmore Industrial Airpark at no cost to the ADA, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell informed the trustees that DronePort Network is working with airports to test their monitoring system as the use of unmanned aircraft systems are being increasingly used. The intent of the system is to help better coordinate between traditional aircraft and UAS pilots in and around airport airspace. Mr. Luttrell stated that a monitoring device will be installed on a radio antenna for nine months. Bill Murphy then reiterated that there would be no financial obligation to the ADA. Mike Whitson then motioned to approve a Memorandum of Understanding (MOU) with the DronePort Network for the purpose of setting up a community airspace awareness system at the Ardmore Industrial Airpark at no cost to the ADA. Dr. Pam Kimbrough seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to approve an amendment to the sublease made and entered into on November 20, 2023, by the Ardmore Development Authority, a public trust (“Authority”), and ATS World Wide LLC, (“Company”) to authorize the reduction in rental payments from \$500 to \$250 per month and to amend the termination language allowing the Authority to terminate the Agreement with or without cause, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell informed the board that ATS is working with a new company in Spain on potential long-term funding. Bill Murphy reminded the trustees that the owner of ATS is located in Poland where the banking system is being heavily impacted by the war in Ukraine. Should the new company not work out, ATS may reorganize as a U.S. entity. Bill Murphy then explained that there are currently no projects looking at the space in question. Following discussion, Dr. Eric Ward motioned to approve an amendment to the sublease made and entered into on November 20, 2023, by the Ardmore Development Authority, a public trust (“Authority”), and ATS World Wide LLC, (“Company”) to authorize the reduction in rental payments from \$500 to \$250 per month and to amend the termination language allowing the Authority to terminate the Agreement with or without cause. Dr. Pam Kimbrough seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, 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 posting of the agenda.”

None presented.

Item 10: 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).

Patrick McGuire motioned to enter Executive Session. Mike Whitson seconded. motioned to reconvene into regular session. Jake Charnock seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:26 p.m.

Michael Pineda exited the room.

Item 11: Consideration and possible action to reconvene into regular session.

Mike Witson motioned to reconvene into regular session. Patrick McGuire seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:44 p.m.


Item 12: Staff Reports:

- a) **President’s Report** – Bill Murphy introduced Gustavo Ocana, the new Marketing Director, to the trustees. He then updated the trustees on meetings regarding the renewal options for the Airpark TIF that expires in May 2025. Finally he updated on recent local event participation including the OSU Polytechnic Rural Workforce Roundtable and opening celebration for Warren Cat.
- b) **Airport and Industrial Parks** – Dan Luttrell reported that air traffic is down 38% due to the runway closure. This is also impacting fuel sales. He then reported that the Taxiway E project is moving forward but is running behind schedule. Related, because the same contractor won the bid for the air cargo apron, that project will not begin until the Taxiway project is complete. Next, Mr. Luttrell informed the board that due to procurement issues, the MALSR project start has been delayed to January. For this reason, not all of the allocated budget will be expended by the end of the fiscal year. Next, Mr. Luttrell reported that the rail expansion in the park will begin after Labor Day. In closing, Mr. Luttrell reported that 42 aircraft came in for the Airplanes & Coffee Fly-in, with over 50 discovery flights taking place.
- c) **Marketing** – Andrea Anderson the number of RFPs from the Oklahoma Department of Commerce are continuing to increase with an emphasis on automotive-related and renewable energy projects. She then reported that she is coordinating meetings with the Michelin team and site selectors in Greenville, South Carolina and the Dallas area for early October. Ms. Anderson then reported that she has also been working with the Oklahoma Finance Authority and Oklahoma Department of Commerce on meetings in Ardmore and Sulphur around project funding through the Rapid Community Response Program. She then updated on recent and upcoming conference attendance and local industry tours.
- d) **Legislative**- Bill Murphy reported that the State Chamber of Oklahoma just released their annual REID Report on legislators and their support of business-friendly legislation. Rep. Tammy Townley received a 100% rating.

Item 13: Adjourn

There being no further business, Dr. Eric Ward motioned to adjourn. Mike Whitson seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, 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 Murphy, Secretary



**REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. SEPTEMBER 23, 2024
ARDMORE CHAMBER OF COMMERCE
410 WEST MAIN STREET
ARDMORE, OK. 73401**

-
1. Call to order and roll call and declaration of quorum.
 2. Confirmation of compliance with the Open Meeting Act.
 3. Consideration and possible action to approve the minutes of the August 19, 2024, Regular Meeting.
 4. Consideration and possible action to accept the August 2024 Financials.
 5. Old Business
 6. Consideration and possible action to approve a lease agreement for Box Hangars 1-3 to Blackbeard Aviation for 3 years at a rate of \$750.00 per month with an annual CPI adjustment, and the approval or rejection or any amendments proposed or considered at the meeting.
 7. Consideration and possible action to approve an MOU with the City of Ardmore for Task 8 – Tower Renovation in an amount not to exceed \$192,900 for design, bidding, and construction administration services, and the approval or rejection or any amendments proposed or considered at the meeting.
 8. Consideration and possible action to declare as surplus items broken, abandoned, or no longer of use and to dispose of appropriately as described in Exhibit A, and the approval or rejection or any amendments proposed or considered at the meeting.
 9. Consideration and possible action to revise the Legal Descriptions of Fee Title and Legal Description of Easements in the Quit Claim Deed by and between the Ardmore Development Authority as Grantee and WP Global, LLC as Grantor, as adopted at the at the May 20th Regular Meeting, and the approval or rejection of any amendments at the meeting.
 10. 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 posting of the agenda.”
 11. 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).
 12. Consideration and possible action to reconvene into regular session.
 13. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
 14. Adjourn

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall

EXHIBIT A

DOCKING STATIONS/ETC

HP DOCK CONNECTOR TO ETHERNRT/VGA MN: HSTNN-F03D

MICROSOFT SURFACE PRO DOC STATION 0137935131574/ICIADFBEOI0

MICROSOFT SURFACE PRO DOC STATION 068194944574MAC/B831B541FC9A

MICROSOFT SURFACE PRO DOC STATION SN=NULL VENDOR PD9-00003(BRAND NEW)

MICROSOFT WINDOW CORD OC130K00N4L98

IPAD

IPAD 16GB MODEL-A1395/SN-DMPHPUG5DFHW

SURFACE PROS

MICROSOFT SURFACE PRO 7-1866-256GB -001764393653 (BLACK)

MICROSOFT SURFACE PRO 4 -1724 128 GB- 079301155053 (SILVER)

MICROSOFT SURFACE PRO 7- 256 GB JT2L59GA1C (BLACK)

MICROSOFT SURFACE PRO 8- 64 GB-055463544653 (SILVER)

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
September 23, 2024, 4:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, Mike Whitson

TRUSTEES ABSENT:

EX-OFFICIO:

STAFF: Bill Murphy, Andrea Anderson

GUEST(S): Michael Pineda

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

Scott Chapman called the meeting to order at 4:01 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 August 19, 2024, Regular Meeting.

Dr. Eric Ward motioned to approve the minutes of August 19, 2024, Regular Meeting. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the August 2024 Financials.

Jake Charnock presented the August 2024 Financials. Following discussion, Jeff Moen motioned to accept the August 2024 Financials. Patrick McGuire seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Old Business

None presented.

Item 6: Consideration and possible action to approve a lease agreement for Box Hangars 1-3 to Blackbeard Aviation for 3 years at a rate of \$750.00 per month with an annual CPI adjustment, and the approval or rejection or any amendments proposed or considered at the meeting.

Bill Murphy explained that this is a renewal of an existing lease for Blackbeard Aviation. Following questions, Mr. Murphy clarified that the lease is for three separate hangars. Patrick McGuire then motioned to approve a lease agreement for Box Hangars 1-3 to Blackbeard Aviation for 3 years at a rate of \$750.00 per month per hangar with an annual CPI adjustment. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve an MOU with the City of Ardmore for Task 8 – Tower Renovation in an amount not to exceed \$192,900 for design, bidding, and construction administration services, and the approval or rejection or any amendments proposed or considered at the meeting.

Bill Murphy explained that the MOU would work in the same manner as other project-related MOUs with the City of Ardmore. The ADA will pay the expenses and then be reimbursed by the City of Ardmore. Following a brief discussion, Jake Charnock motioned to approve an MOU with the City of Ardmore for Task 8 – Tower Renovation in an amount not to exceed \$192,900 for design, bidding, and construction administration services. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to declare as surplus items broken, abandoned, or no longer of use and to dispose of appropriately as described in Exhibit A, and the approval or rejection or any amendments proposed or considered at the meeting.

Bill Murphy explained that there are several computers and related devices that are no longer being used by the ADA. Upon approval, staff will have all devices wiped by Standley Systems and will donate to local non-profits. Mike Whitson motioned to declare as surplus items broken, abandoned, or no longer of use and to dispose of appropriately as described in Exhibit A. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to revise the Legal Descriptions of Fee Title and Legal Description of Easements in the Quit Claim Deed by and between the Ardmore Development Authority as Grantee and WP Global, LLC as Grantor, as adopted at the at the May 20th Regular Meeting, and the approval or rejection of any amendments at the meeting.

Bill Murphy explained that upon review by WP Global, the legal descriptions within the Quit Claim Deed were not matching. Their legal team went through and cleaned up the language. Mr. Murphy explained that ADA counsel, Amanda Mullins, also reviewed the new language. Both ADA counsel and WP Global agree that there are no financial implications to the new descriptions. Dr. Pam Kimbrough motioned to revise the Legal Descriptions of Fee Title and Legal Description of Easements in the Quit Claim Deed by and between the Ardmore Development Authority as Grantee and WP Global, LLC as Grantor, as adopted at the at the May 20th Regular Meeting. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, 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 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of posting of the agenda.”

None presented.

Item 11: 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).

Mike Witson motioned to enter executive session. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:21 p.m.

Michael Pineda exited the room at 4:21 p.m.

Item 12: Consideration and possible action to reconvene into regular session.

Jake Charnock motion to reconvene into regular session. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:35 p.m.

Michael Pineda returned to the room at 4:35 p.m.

Item 13: Staff Reports:

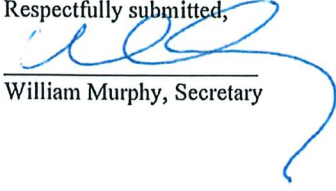
- a) **President’s Report** – Bill Murphy provided the trustees an update on the Strategic Plan. A total of ten proposals were received. Of those, five met the requirements and were narrowed down to three. Virtual interviews are being scheduled with the three finalist firms. Mr. Murphy informed the trustees that the Strategic Plan Committee would have a recommendation for the board during the October board meeting.
- b) **Airport and Industrial Parks** – Bill Murphy informed the board that due to the continued closure of the runway, air traffic count is down 39% compared to September 2023. Mr. Murphy then provided an update on the Taxiway E Project, MALSR project, construction of the new air cargo apron, and reconstruction of Grumman. In closing, Mr. Murphy informed the trustees that rail expansion on the west side of the Airpark broke ground at the beginning of September.
- c) **Marketing** – Andrea Anderson informed the trustees that she continues to work with the Oklahoma Department of Commerce and Oklahoma Finance Authority on meetings around the Rapid Community Response Program. She then explained upcoming conferences and events with Select Oklahoma, the Southern Economic Development Council, and Area Development.

d) Legislative- Bill Murphy reported that Representative Kevin Wallace lost his August primary race.

Item 13: Adjourn

There being no further business, Patrick McGuire motioned to adjourn. Dr. Pam Kimbrough seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:47 p.m.

Respectfully submitted,


William Murphy, Secretary



****REVISED****
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. OCTOBER 21, 2024
ARDMORE CHAMBER OF COMMERCE
410 WEST MAIN STREET
ARDMORE, OK. 73401

-
1. Call to order and roll call and declaration of quorum.
 2. Confirmation of compliance with the Open Meeting Act.
 3. Consideration and possible action to approve the minutes of the September 23, 2024, Regular Meeting.
 4. Consideration and possible action to accept the September 2024 Financials.
 5. Old Business
 6. Consideration and possible action to approve Vision First for the development of the Ardmore Economic Vision Plan with funding for the plan from the Oklahoma Department of Commerce as described in Exhibit A, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 7. Consideration and possible action to approve the application and acceptance of a \$500,000 grant from the 2024 BIL Federal Contract Tower Competitive Grant Program, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 8. Consideration and possible action to approve an MOU with the City of Ardmore to provide any and all additional funding exceeding the 2024 BIL Federal Contract Tower Competitive Grant of \$500,000, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 9. Consideration and possible action to appoint a Nominating Committee to appoint three (3) Trustees to each serve a three-year term beginning January 1, 2024, and officers to serve one (1) year terms beginning January 1, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 10. Consideration and possible action to approve a 20ft x 20ft non-exclusive surface easement for \$2000 and a 100ft x 100ft temporary construction easement to Oklahoma Natural Gas for the installation of cathodic protection of the 6" gas main feeding the Ardmore Municipal Airport, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 11. 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 posting of the agenda."
 12. 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).

13. Consideration and possible action to reconvene into regular session.
14. Staff Reports:
 - a. President's Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
15. Adjourn

Agenda posted: October 17, 2024, 4:00 PM.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall

TRUSTEES PRESENT: Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward,
Mike Whitson
TRUSTEES ABSENT: Dustin Caldwell, Jake Charnock
EX-OFFICIO: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Dan Luttrell
GUEST(S): Sasha Brown, Sarah Delaney, Michael Pineda, Warren Wyld

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

Scott Chapman called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 September 23, 2024, Regular Meeting.

Dr. Pam Kimbrough motioned to approve the minutes of September 23, 2024, Regular Meeting. Patrick McGuire seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays. The motion passed.

Item 4: Consideration and Possible Action to accept the September 2024 Financials.

Bill Murphy presented the September 2024 Financials. Following discussion, Dr. Eric Ward motioned to accept the September 2024 Financials. Mike Whitson seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Old Business

None presented.

Item 6: Consideration and possible action to approve Vision First for the development of the Ardmore Economic Vision Plan with funding for the plan from the Oklahoma Department of Commerce as described in Exhibit A, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the trustees that as part of the Rapid Community Response Program, the Oklahoma Department of Commerce (ODOC) allocated \$250,000 of the overall fund to be used by the ADA for a new economic vision plan. Of the ten proposals received, the Strategic Planning Committee of the Michelin Transition Taskforce reviewed the top three proposals and conducted virtual interviews with the finalist teams. Following those interviews, the Strategic Planning Committee recommended the proposal by Vision First in the amount of \$110,000.00 with no more than an additional 10% for expenses. Mr. Murphy then explained that Vision First would be paid directly by ODOC. Following a brief discussion, Patrick McGuire motioned to approve Vision First for the development of the Ardmore Economic Vision Plan with funding for the plan from the Oklahoma Department of Commerce as described in Exhibit A. Mitesh Patel seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve the application and acceptance of a \$500,000 grant from the 2024 BIL Federal Contract Tower Competitive Grant Program, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this grant would allow for needed renovations and upgrades. Mr. Murphy then explained that this action would serve as the official approval by the board for the ADA to apply for and accept the grant. Jeff Moen motioned to approve the application and acceptance of a \$500,000 grant from the 2024 BIL Federal Contract Tower Competitive Grant Program. Sr. Eric Ward seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to approve an MOU with the City of Ardmore to provide any and all additional funding exceeding the 2024 BIL Federal Contract Tower Competitive Grant of \$500,000, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy began by explaining that this item is related to Item 7. He explained that the MOU is for any expenses related to the tower renovations that exceed the grant amount of \$500,000.00. Mr. Murphy also reminded the trustees that in the current budget \$600,000.00 was allocated for this project. He closed by stating that the same item is on the City Commission agenda for this evening. Following a brief discussion, Mike Whitson motioned to approve an MOU with the City of Ardmore to provide any and all additional funding exceeding the 2024 BIL Federal Contract Tower Competitive Grant of \$500,000.00. Dr. Eric Ward seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to appoint a Nominating Committee to appoint three (3) Trustees to each serve a three-year term beginning January 1, 2024, and officers to serve one (1) year terms beginning January 1, 2024, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the ADA board will have three spots open for full three-year terms beginning January 1, 2025. Of those, Patrick McGuire is up for his second full term, but has unable to commit to the term. The other two spots are currently filled by Dustin Caldwell and Jeff Moen, who are both currently filling unexpired terms and are eligible for their first three-year term. Mr. Murphy then explained that the Nominating Committee would also be tasked with determining the Executive Committee to begin on January 1, 2024. In closing, Mr. Murphy explained that the Nominating Committee has historically been comprised of the current Executive Committee. During discussion of the item, Jeff Moen noted that the date in the item should be for 2025 and not 2024. Dr. Eric Ward then motioned to appoint a Nominating Committee consisting of Scott Chapman, Mike Whitson, and Jake Charnock to appoint three (3) Trustees to each serve a three-year term beginning January 1, 2025, and officers to serve one (1) year terms beginning January 1, 2025. Dr. Pam Kimbrough seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: Consideration and possible action to approve a 20ft x 20ft non-exclusive surface easement for \$2000 and a 100ft x 100ft temporary construction easement to Oklahoma Natural Gas for the installation of cathodic protection of the 6" gas main feeding the Ardmore Municipal Airport, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell explained the needed easement is for some new equipment that ONG is installing to help with the protection of the gas lines from soil erosion. Following discussion, Mike Whitson motioned to approve a 20ft x 20ft non-exclusive surface easement for \$2000 and a 100ft x 100ft temporary construction easement to Oklahoma Natural Gas for the installation of cathodic protection of the 6" gas main feeding the Ardmore Municipal Airport. Jeff Moen seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 11: 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 posting of the agenda."

None presented.

Item 12: 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).

Jeff Moen motioned to enter Executive Session. Patrik McGuire seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:35 p.m.

Michael Pineda and Sarah Delaney exited the room at 4:35 p.m.

Sasha Brown and Warren Wyld exited the room at 5:06 p.m.

Item 13: Consideration and possible action to reconvene into regular session.

Mike Whitson motioned to reconvene regular session. Patrick McGuire seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 5:10 p.m.


Item 14: Staff Reports:

- a) **President's Report** – Bill Murphy reported that he recently participated in the State Chamber of Oklahoma D.C. Fly-in.
- b) **Airport and Industrial Parks** – Dan Luttrell explained that airport traffic is still down due to the closure of runway 1731. He is working with the contractor on the Taxiway E project for project completion and reopening in early November. Upon project completion the contractor will move over to begin work on the air cargo apron. Mr. Luttrell then reported that due to dry weather, the contractor for the MALSR project is going to begin the first of November. For the reconstruction of Grumman, Mr. Luttrell explained that he is working with the City of Ardmore and the Oklahoma Department of Transportation to the new interchange with Highway 53 as well as OG&E on power relation for this and future projects. For the air cargo warehouse, the footprint and orientation have been finalized and Lochner is working on storm water drainage. Mr. Luttrell then reported that solicitation of bids for the tower modernization project that was approved would go out mid-December with bids to be open the beginning of January. Mr. Luttrell closed with a update and pictures of the rail expansion project.
- c) **Marketing** – Andrea Anderson informed the trustees that she and Bill Murphy have had a series of meetings with the Michelin team and site consultants in different markets across the country. Ms. Anderson also informed the trustees that the ADA will be hosting the November meeting of Select Oklahoma that will also include a site consultant visit. She then closed with an update on upcoming conference attendance.
- d) **Legislative**- Bill Murphy reported that all legislative work is currently focused on preparing for the legislative session in February.

Item 13: Adjourn

There being no further business, Dr. Eric Ward motioned to adjourn. Mitesh Patel seconded. Scott Chapman, Dr. Pam Kimbrough, Patrick McGuire, Jeff Moen, Mitesh Patel, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:25 p.m.

Respectfully submitted,



William Murphy, Secretary



REVISED

**REGULAR MEETING
ARMORE DEVELOPMENT AUTHORITY
4:00 P.M. NOVEMBER 18, 2024
ARMORE CHAMBER OF COMMERCE
410 WEST MAIN STREET
ARMORE, OK 73401**

-
1. Call to order and roll call and declaration of quorum.
 2. Confirmation of compliance with the Open Meeting Act.
 3. Consideration and possible action to approve the minutes of the October 21, 2024, Regular Meeting.
 4. Consideration and possible action to accept the October 2024 Financials.
 5. Old Business
 6. Consideration and possible action to approve the 2024 Meeting Calendar as described in Exhibit "A", and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 7. Consideration and possible action to surplus a 30-foot antenna tower as described in Exhibit "B" and dispose of appropriately, and the approval or rejection or any amendments proposed or considered at the meeting.
 8. Consideration and possible action to authorize the President & CEO to enter into an agreement with Vision First Advisors for the development of the Economic Development Vision Plan, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 9. Consideration and possible action to enter into a Memorandum of Understanding (MOU) with the Oklahoma Department of Commerce regarding the Economic Development Vision Plan with Vision First Advisors, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 10. 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).
 11. Consideration and possible action to reconvene into regular session.
 12. Consideration and possible action to approve a lease agreement to Dolese Bros. Co. for the pad site located southwest of the airport for 2 years beginning December 1, 2024, for a rate of \$5,389.520 per year and with an annual CPI adjustment, and the approval or rejection or any amendments proposed or considered at the meeting.

13. Consideration and possible action to approve the contract for sale of approximately 29.93 acres to Dot Foods for \$350,000 with the closing to occur in the 1st quarter of 2025 and the approval or rejection of any amendments proposed or considered by the board at the meeting.
14. Consideration and possible action to approve a resolution authorizing the CEO to apply for a loan with the Oklahoma Finance Authorities in an amount not to exceed \$5,000,000 to be secured by leasehold mortgages on 425 Northrup and 615 General and by a pledge of two \$1,000,000 CDs; said loan shall be for 10 years with full amortization and to provide for interest at the Wall Street Journal Prime Rate (WSJPR) less 1.00% adjusting every 3 months with a 3.50% floor; to provide that during the 1 year construction period payments shall be interest only monthly payments; providing for principal and interest payments based on a 120 month amortization; providing for 5-4-3-2-1 partial or whole repayment penalty in the first 5 years of permanent financing; providing for the closing fees in the amount of \$15,000; approving the issuance of said note upon approval of the full board of the Oklahoma Finance authorities; authorizing the execution of said note and other related document necessary to effectuate the intent of the resolution and containing other provisions related thereto, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
15. 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 posting of the agenda.”
16. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
17. Adjourn

Agenda posted: November 15, 2024, 9:00 a.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall

EXHIBIT A

ADA Meetings Dates for 2024

- *Monday, January 13, 2025 @4PM* (Second Monday of January)
- *Tuesday, February 18, 2025 @4PM* (Moved for President's Day)
- Monday, March 17, 2025 @4PM
- Monday, April 21, 2025@4PM
- Monday, May 19, 2025 @4PM
- Monday, June 18, 2025 @4PM
- Monday, July 21, 2025 @4PM
- Monday, August 18, 2025 @4PM
- Monday, September 15, 2025 @4PM
- *Monday, October 13, 2025 @ 4PM* (Second Tuesday of October)
- Monday, November 17, 2025 @4PM
- Monday, December 15, 2025 @4PM

Meeting location is the Ardmore Chamber of Commerce, 410 W. Main Street, Ardmore, OK 73401

EXHIBIT B



ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
November 18, 2024, 4:00 p.m.

Ardmore Chamber of Commerce
410 West Main Street
Ardmore, OK 73401

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson
TRUSTEES ABSENT: Dr. Pam Kimbrough, Patrick McGuire, Mitesh Patel
EX-OFFICIO:
STAFF: Bill Murphy, Andrea Anderson, Dan Luttrell
GUEST(S): Michael Pineda

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

Scott Chapman called the meeting to order at 4:00 p.m.

Item 2: Confirmation of Compliance with the Open Meetings Act.

Andrea Anderson informed Mr. Chapman 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 October 21, 2024, Regular Meeting.

Jeff Moen motioned to approve the minutes of October 21, 2024, Regular Meeting. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays. The motion passed.

Michael Pineda entered the meeting at 4:02 p.m.

Item 4: Consideration and Possible Action to accept the October 2024 Financials.

Jake Charnock presented the October 2024 Financials. Following discussion, Dustin Caldwell motioned to accept the October 2024 Financials. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Old Business

None presented.

Item 6: Consideration and possible action to approve the 2024 Meeting Calendar as described in Exhibit "A", and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy presented the 2025 meeting schedule drawing attention to the dates that would be changed due to holidays and other conflicts. It was noted that the schedule provided on Exhibit A had the year as 2024 and that the October meeting would be on the second Monday of the month, not the second Tuesday. Jeff Moen motioned to approve the 2025 Meeting Calendar with the October date being the second Monday of the month. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to surplus a 30-foot antenna tower as described in Exhibit "B" and dispose of appropriately, and the approval or rejection or any amendments proposed or considered at the meeting.

Bill Murphy explained that this is the old tower for the AWOS equipment that was replaced in 2020. Upon approval, the old tower will be sold to the City of Ardmore for \$1,000.00. Mike Whitson motioned to surplus a 30-foot antenna tower as described in Exhibit "B" and dispose of appropriately. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to authorize the President & CEO to enter into an agreement with Vision First Advisors for the development of the Economic Development Vision Plan, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy began by explaining that items 8 and 9 are related. He then reminded the board that the funding for the Strategic Vision Plan is coming directly from the Oklahoma Department of Commerce as part of the Rapid Community Response Program. The MOU in item 8 will allow the ADA to begin the strategic development planning process with Vision First. states that all payments will come directly from ODOC and not the ADA. Jeff Moen motioned to authorize the President & CEO to enter into an agreement with Vision First Advisors for the development of the Economic Development Vision Plan. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to enter into a Memorandum of Understanding (MOU) with the Oklahoma Department of Commerce regarding the Economic Development Vision Plan with Vision First Advisors, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the board that the funding for the Strategic Vision Plan is coming directly from the Oklahoma Department of Commerce as part of the Rapid Community Response Program. The MOU in item 9 lays out the process for invoicing and payments to Vision First from the Oklahoma Department of Commerce. Mike Whitson motioned to enter into a Memorandum of Understanding (MOU) with the Oklahoma Department of Commerce regarding the Economic Development Vision Plan with Vision First Advisors. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: 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).

Jake Charnock motioned to enter Executive Session. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:19 p.m.

Michael Pineda exited the room at 4:19 p.m.

Item 11: Consideration and possible action to reconvene into regular session.

Jake Charnock motioned to reconvene into regular session. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:36 p.m.

Item 12: Consideration and possible action to approve a lease agreement to Dolese Bros. Co. for the pad site located southwest of the airport for 2 years beginning December 1, 2024, for a rate of \$5,389.520 per year and with an annual CPI adjustment, and the approval or rejection or any amendments proposed or considered at the meeting.

Bill Murphy explained that this would be a new lease in the existing location of the current pad site being utilized at the Ardmore Industrial Airpark by Dolese Brothers. The new lease includes a CPI adjustment of 2.4% as agreed to in the previous lease. Jake Charnock motioned to approve a lease agreement to Dolese Bros. Co. for the pad site located southwest of the airport for 2 years beginning December 1, 2024, for a rate of \$5,389.520 per year and with an annual CPI adjustment. Jeff Moen seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 13: Consideration and possible action to approve the contract for sale of approximately 29.93 acres to Dot Foods for \$350,000 with the closing to occur in the 1st quarter of 2025 and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this property is across the street from the Dot Foods facility at New Horizons Industrial Park. Mike Whitson motioned to approve the contract for sale of approximately 29.93 acres to Dot Foods for \$350,000 with the closing to occur in the 1st quarter of 2025. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 14: Consideration and possible action to approve a resolution authorizing the CEO to apply for a loan with the Oklahoma Finance Authorities in an amount not to exceed \$5,000,000 to be secured by leasehold mortgages on 425 Northrup and 615 General and by a pledge of two \$1,000,000 CDs; said loan shall be for 10 years with full amortization and to provide for interest at the Wall Street Journal Prime Rate (WSJPR) less 1.00% adjusting every 3 months with a 3.50% floor; to provide that during the 1 year construction period payments shall be interest only monthly payments; providing for principal and interest payments based on a 120 month amortization; providing for 5-4-3-2-1 partial or whole repayment penalty in the first 5 years of permanent financing; providing for the closing fees in the amount of \$15,000; approving the issuance of said note upon approval of the full board of the Oklahoma Finance authorities; authorizing the execution of said note and other related document necessary to effectuate the intent of the resolution and containing other provisions related thereto, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy reminded the trustees that a similar resolution was approved at the June 24, 2024 board meeting allowing him to apply for the stated loan. Since then, the Corporate Hangar was added as collateral to meet loan to value standards and approximately \$1,000,000.00 will be applied to the project in funds from another Oklahoma Finance Authority (OFA) project with Vance Air Force Base. Mr. Murphy reminded the board that the full loan amount may not be needed. Jake Charnock and Jeff Moen had questions regarding the loan to value standards being used by OFA, but stated that both were comfortable approving the application at this time. Mr. Murphy stated that he would get answers to those questions from OFA. Jeff Moen motioned to approve a resolution authorizing the CEO to apply for a loan with the Oklahoma Finance Authorities in an amount not to exceed \$5,000,000 to be secured by leasehold mortgages on 425 Northrup and 615 General and by a pledge of two \$1,000,000 CDs; said loan shall be for 10 years with full amortization and to provide for interest at the Wall Street Journal Prime Rate (WSJPR) less 1.00% adjusting every 3 months with a 3.50% floor; to provide that during the 1 year construction period payments shall be interest only monthly payments; providing for principal and interest payments based on a 120 month amortization; providing for 5-4-3-2-1 partial or whole repayment penalty in the first 5 years of permanent financing; providing for the closing fees in the amount of \$15,000; approving the issuance of said note upon approval of the full board of the Oklahoma Finance authorities; authorizing the execution of said note and other related document necessary to effectuate the intent of the resolution and containing other provisions related thereto. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 15: 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 posting of the agenda.”

None presented

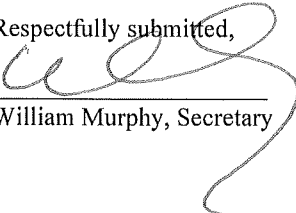
Item 16: Staff Reports:

- a) **President’s Report** – Bill Murphy reported that he and Andrea Anderson recently participated in a tour of Circulus with Congressman Tom Cole. He then discussed other engagements including the Chamber Education Forum, BancFirst Student Advisory board, and a tour of the Ardmore Industrial Airpark by the Southern Oklahoma Develoment Authority.
- b) **Airport and Industrial Parks** – Dan Luttrell provided an update on projects throughout the park. As part of this he stated that the runway is still closed for the Taxiway E project and that he is not allowing the contractor to begin the air cargo apron until it is reopened. The contractor is 107 days into liquidated damages for the delay on the project and is being charged approximately \$1,500 per day. Following an update on other projects, Mr. Luttrell provided the trustees with an update on the spending and allocation schedule for PREP funds through both the Oklahoma Department of Commerce and the Oklahoma Department of Aerospace and Aeronautics.
- c) **Marketing** – Andrea Anderson provided the trustees with a recap of the Aviation Dinner. She also provided an overview of the ADA’s recent hosting of the November meeting of Select Oklahoma which included a two day familiarization tour of Ardmore from a team with Newmark.
- d) **Legislative**- Bill Murphy provided an update on the bill filing schedule in the lead up to the start of the Oklahoma Legislative session in February.

Item 13: Adjourn

There being no further business, Jake Charnock motioned to adjourn. Mike Whitson seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Jeff Moen, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:59 p.m.

Respectfully submitted,



William Murphy, Secretary



**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. DECEMBER 16, 2024
ARDMORE CHAMBER OF COMMERCE
410 W. MAIN ST.
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the minutes of the November 18, 2024, Regular Meeting, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
4. Consideration and possible action to accept the November 2024 Financials.
5. Old Business:
6. Consideration and possible action to appoint Dustin Caldwell, Jeff Moen, and Matt McAnally to each serve a three-year term beginning January 1, 2025, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to appoint Mike Whitson as Chair, Jake Charnock as Vice Chair, and Dr. Eric Ward as Treasurer to serve a one (1) year term beginning January 1, 2025, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
8. Consideration and possible action to approve authorized signors for 2025, and the approval or rejection of any amendments proposed or considered by the board at the meeting
9. 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)
10. Consideration and possible action to reconvene into regular session.
11. Consideration and possible action on matters discussed in executive session, including but not limited to approving the performance evaluation of the President & CEO, and the approval or rejection of any amendments proposed or considered by the board.

12. 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.”)
13. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
14. Adjourn

Agenda posted: December 12, 2024, 4:00 p.m.

Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website;
Ardmore City Hall