

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
February 25, 2025, 4:00 p.m.

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

TRUSTEES PRESENT: Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, Dr. Eric Ward, Mike Whitson
TRUSTEES ABSENT: Dr. Pam Kimbrough
EX-OFFICIO:
STAFF: Bill Murphy, Andrea Anderson, Amanda Dion
GUEST(S): Michael Pineda

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

Mike Whitson called the meeting to order at 4:01 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 January 13, 2025, Regular Meeting, and January 28, 2025, Special Meeting, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Scott Chapman motioned to approve the minutes of the January 13, 2025, Regular Meeting and January 28, 2025, Special Meeting. Dr. Eric Ward seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, 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 2025 Financials.

Dr. Eric Ward presented the January 2025 Financials. Following the discussion, Jake Charnock motioned to accept the January 2025 Financials. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, 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 Congressional Appropriations request with Rep. Tom Cole and Sen. Markwayne Mullin of \$36,095,839.00 for the balance of Parallel Taxiway Echo at Ardmore Municipal Airport, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy reminded the trustees that the one-mile connector between Phase I and Phase II would be left to complete the full taxiway upon completing Taxiway E, Phase II. Dan Luttrell has been working with Senator Mullin and Congressman Cole's offices on potentially funding Phase III. Even though grants are currently frozen amid changes at the federal level, both offices have requested that requests be submitted in case funding is opened. Mr. Murphy explained that this approval would help speed up the process should the granting be opened. Following a brief discussion, Scott Chapman motioned to approve a Congressional Appropriations request with Rep. Tom Cole and Sen. Markwayne Mullin of \$36,095,839.00 for the balance of Parallel Taxiway Echo at Ardmore Municipal Airport. Matt McAnally seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, 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 a lease rate increase for the Ardmore Public Works Authority, Wastewater Treatment Plant to \$16,117.20 per year for the next five years, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy reminded the trustees that Dan Luttrell has been working to get lease rates at the Ardmore Industrial Airpark up to FAA standards for aeronautical and non-aeronautical use. When the lease for the new wastewater treatment plant was executed, it included the stated rate increase. Mr. Murphy has been in contact with the City of Ardmore and they are agreeable to the increase. Dustin Cadwell then motioned to approve a lease rate increase for the Ardmore Public Works Authority, Wastewater Treatment Plant to \$16,117.20 per year for the next five years. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, 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 one-year option renewal for Greenbelt Turf Management LLC for \$213,200.00, a reduction of \$3,500 for the removal of the property at 410 W. Main Street, Ardmore from the annual contract, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy explained that following multiple discussions with Greenbelt Turf Management, they have requested the downtown ADA/Chamber office be removed from the contract because smaller landscaping work is not one of their strengths. Mr. Murphy explained that upon approval, staff will get seek a new contractor for the landscaping. Dr. Eric Ward motioned to approve a one-year option renewal for Greenbelt Turf Management LLC for \$213,200.00, a reduction of \$3,500 for the removal of the property at 410 W. Main Street, Ardmore from the annual contract. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to adopt a resolution of the Chairman and Board of Trustees of the Ardmore Development Authority adopting the second amended by-laws of the Ardmore Development Authority to amend Article I, Section V regarding Trustee attendance, and confirming that all other provisions of the by-laws shall remain unchanged, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy explained to the trustees that the current bylaw regarding meeting attendance requires that trustees attend more than half of all board meetings, both regular and special, within a four-month period. The recommended change would remove the necessity to attend special meetings. Mr. Murphy also informed the trustees that this change does not require approval by the City of Ardmore. Scott Chapman noted that due to the caliber of people who are typically appointed to the ADA board, they often have busy schedules that do not allow for the flexibility that would allow them to attend special meetings. Following discussion, Scott Chapman motioned to adopt a resolution of the Chairman and Board of Trustees of the Ardmore Development Authority adopting the second amended by-laws of the Ardmore Development Authority to amend Article I, Section V regarding Trustee attendance, and confirming that all other provisions of the by-laws shall remain unchanged. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, Dr. Eric Ward, 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).

Dustin Caldwell motioned to enter Executive Session. Jake Charnock seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, 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.

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

Dr. Eric Ward motioned to reconvene into regular session. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:47 p.m.

Michael Pineda returned to the room at 4:47 p.m.

Item 12: Consideration and possible action to enter into a contract to purchase 20 acres of property at the southeast end of Runway 31 at Ardmore Municipal Airport from R and R Properties for \$120,000.00, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy explained to the trustees that the owners of the 20 acres approached the ADA about purchasing the property from them. Mr. Murphy then explained that this is the same property the ADA previously negotiated easements and access to for the MALSR project. Dan Luttrell has been negotiating the price with the owners which does include the amount previously paid for the easements and access. Mr. Murphy added that the price is less than the appraised value. Following a brief discussion, Matt McAnally motioned to enter into a contract to purchase 20 acres of property at the southeast end of Runway 31 at Ardmore Municipal Airport from R and R Properties for \$120,000.00. Scott Chapman seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 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 posting of the agenda.”

None presented.

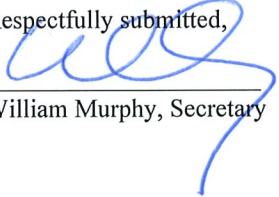
Item 14: Staff Reports:

- a) **President's Report** – Bill Murphy reported that in January he attended the Site Selectors Guild Winter Meeting and the IEDC Leadership Forum. Mr. Murphy then reported that Vision First Advisors were in Ardmore conducting multiple interviews as well as leading an all-board retreat as part of data gathering for the strategic plan. In closing, Mr. Murphy updated on upcoming events.
- b) **Airport and Industrial Parks** – Bill Murphy informed the trustees that Taxiway E, Phase II is anticipated to be complete in April. The new cargo apron and MALSAR projects are also moving along. Bids for the Grumman Road reconstruction are anticipated in either April or May. In closing, Mr. Murphy reported that the FAA granted the extension of bids for the Tower Modernization and they are to be submitted on March 5th.
- c) **Marketing** – Andrea Anderson updated the board on plans for the annual Lt. Governor's Turkey Hunt. She also discussed upcoming attendance at multiple events including a clean tech incentive workshop, the World Hydrogen Forum, and MRO Americas.
- d) **Legislative**- Bill Murphy shared that the ADA had a presence at multiple legislative events, including the Speaker's Ball, State Chamber Legislative Reception and Dinner, and the Oklahoma Academy Legislative Reception.

Item 14: Adjourn

There being no further business, Scott Chapman motioned to adjourn. Dustin Caldwell seconded. Dustin Caldwell, Scott Chapman, Jake Charnock, Matt McAnally, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:03 p.m.

Respectfully submitted,


William Murphy, Secretary