

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
April 21, 2025, 4:00 p.m.

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

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

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

Mike Whitson called the meeting to order at 4:00 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 March 24, 2025, Special Meeting, and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Jake Charnock motioned to approve the minutes of the March 24, 2025, Special Meeting. Dr. Eric Ward seconded. Dustin Caldwell, 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 March 2025 Financials.

Dr. Eric Ward presented the March 2025 Financials. Following the discussion, Dustin Caldwell motioned to accept the March 2025 Financials. Matt McAnally seconded. Dustin Caldwell, 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 Memorandum of Understanding with The City of Ardmore pertaining to the proposed establishment of a tax increment district, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy explained that the process of establishing the tax increment district will not begin until the current TIF expires in May of this year. Mr. Murphy explained that the proposed MOU will reimburse the City of Ardmore for any expenses related to the establishment of the TIF by Public Finance Law Group, up to \$65,000 plus any filing expenses. Following discussion, Jake Charnock motioned to approve a Memorandum of Understanding with the City of Ardmore pertaining to the proposed establishment of a tax increment district. Dustin Caldwell seconded. Dustin Caldwell, Jake Charnock, Matt McAnally, Dr. Eric Ward, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Approval of and authorization to execute Agreement for Tax Increment Finance Counsel Services with The Public Finance Law Group PLLC, and the approval or rejection of any amendments considered at the meeting.

Bill Murphy informed the board that this is the second part of starting the process for the establishment of the tax increment finance district. Mr. Murphy explained how a TIF district works and explained that any entity receiving ad valorem taxes would have to approve the TIF. Mr. Murphy then explained that this agreement does not replace the services of attorneys for either the City of Ardmore or ADA. The agreement is a total of \$40,000, or \$10,000 per month beginning May 1. Additionally, the firm is entitled to \$25,000 for successfully executing the TIF Agreement. The firm is also entitled to reasonable filing expenses. Following discussion, Dustin Caldwell motioned to approve and authorize to execute Agreement for Tax Increment Finance Counsel Services with The Public Finance Law Group PLLC. Jake Charnock seconded. Dustin Caldwell, 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 recommend Mitesh Patel to serve a remaining term ending December 31, 2025, 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 reminded the trustees that an amendment had been made to the bylaws in February, which now only requires attendance at regularly scheduled meetings, rather than special meetings. Mr. Murphy then added that Mr. Patel petitioned to be reappointed to the board following his resignation due to attendance issues. Upon approval of reappointment, Mr. Murphy added that Mr. Patel would be completing the unexpired term that he was filling and would be eligible for a first full term beginning January 2026. Jake Charnock motioned to recommend Mitesh Patel to serve a remaining term ending December 31, 2025, on the Ardmore Development Authority Board of Trustees. Dustin Caldwell seconded Scott Chapman, Jake Charnock, Jeff Moen, Matt McAnally, 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 9: Consideration and possible action to recommend Kim Thompson to serve a remaining term ending December 31, 2025, 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 explained that Mrs. Thompson would be filling an unexpired term and would also be eligible for a first full 3-year term beginning in January 2026. Matt McAnally motioned to recommend Kim Thompson to serve a remaining term ending December 31, 2025, on the Ardmore Development Authority Board of Trustees. Dr. Eric Ward seconded. Dustin Caldwell, 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 4:40 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).

Dr. Eric Ward motioned to enter Executive Session. Jake Charnock seconded. Dustin Caldwell, 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 4:38 p.m.

Michael Pineda left the room at the start of the Executive Session.

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

Matt McAnally motioned to reconvene into regular session. Jake Charnock seconded. Dustin Caldwell, 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 4:52 p.m.

Michael Pineda returned to the room.

Item 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.”

None presented.

Item 13: Staff Reports:

- a) **President's Report** – Bill Murphy provided an overview of the strategic plan areas of focus. He then reminded the trustees that because the plan is being funded by the Rapid Community Response Program, the plan will need to be submitted to the Oklahoma Department of Commerce for acceptance and payment. Mr. Murphy anticipates the release of the plan in late June or July.
- b) **Airport and Industrial Parks** – Dan Luttrell reported that construction of Taxiway E, Phase II, should be complete in early June. The MALSR project is ahead of schedule with anticipated completion in May. Mr. Luttrell is working to schedule the FAA Flight Check for the project sometime in June. Mr. Luttrell then stated that the apron project is paused so the contractor can complete Taxiway E. The Grumman Road reconstruction project is anticipated to be advertised for bid in May. Finally, Mr. Luttrell reported that he is working with the Oklahoma Department of Aerospace and Aeronautics on potential funding for the tower modernization project.
- c) **Marketing** – Andrea Anderson provided an update on the recent Lt. Governor's Turkey Hunt. She also informed the board that work has begun on getting Ardmore designated as a Film Friendly Community through the Oklahoma Office

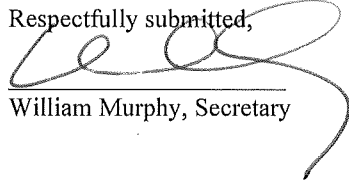
of Film and Music. In closing, Ms. Anderson stated that she is working with the Oklahoma Department of Commerce on the promotion of the Rapid Community Response Program.

- d) **Legislative-** Bill Murphy shared that the ADA is still working with Oklahoma Lobby Group to advocate for funding of infrastructure projects at the Ardmore Industrial Airpark.

Item 14: Adjourn

There being no further business, Jake Charnock motioned to adjourn. Dr. Eric Ward seconded. Dustin Caldwell, 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 5:16 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'William Murphy', is written over a horizontal line. The signature is fluid and cursive, with a long, sweeping tail that extends downwards and to the right.

William Murphy, Secretary