



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. January 19, 2016  
410 W. Main Street 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 accept the minutes of the December 21, 2015 Regular Meeting.
4. Consideration and possible action to accept the December 2015 Financials.
5. Consideration and possible action to sell as surplus, following a bid opening on January 18, 2016, to the best qualified bid the 2014 Chevrolet Crew Cab VIN 3GCUKREC0E4958007.
6. Consideration and possible action to sell as surplus, following a bid opening on January 18, 2016, to the best qualified bid the 2005 Ford Crown Victoria VIN 2 FAFP71W25X145606.
7. Consideration and possible action to sell as surplus, following a bid opening on January 18, 2016, to the best qualified bid the 1997 Ford Extended Cab Pickup VIN 1FTDX1723VKC82558.
8. Consideration and possible action to approve Amendment No. 1 to Contract for Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark between the Ardmore Development Authority and Pro Tec Fire Services, Ltd.
9. Consideration and possible action to approve Lease #DTFACN-15-L-00267 between the Federal Aviation Administration and the Ardmore Development Authority for Small Lease Space and parking in the Ardmore Industrial Park terminal building with a lease term expiring in September 2020.
10. Consideration and possible action to approve Lease # DTFACN-16-L-00022 between the Federal Aviation Administration and the Ardmore Development Authority for space in the Control Tower to house FAA Equipment at the Ardmore Industrial Airpark with a term expiring in September 2026.
11. Consideration and possible action to recommend an individual to serve as Trustee for the Ardmore Development Authority.
12. Consideration and possible action to enter into Executive Session for confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, upon the advice of counsel, to discuss ATP Development, LLC and the Colvert Technology Park because disclosure will "seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest" as authorized by 25 O.S. Section 307 (B)(4).
13. Reconvene into Regular Session
14. Staff Report
15. Adjourn

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
December 21, 2015, 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Lesley Johnson, Chris Bryant, Tyler Young  
GUESTS: Jennifer O'Steen, Michael Pineda, Tucker Jeffrey

- Item 1: Chairman, Gary Farabough called the meeting to order at 4:03 p.m.  
– The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
– ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to approve the minutes of the November 2015 regular meeting.  
– Ron Crosby moved to approve the November 2015 minutes. Chris Sandvick seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the October 2015 financial statements.  
– Treasurer Chris Sandvick presented the November 2015 financial statements. Warren Blackmon moved to accept the November 2015 financial statements. Riley Seals seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consider and possible action to approve the engagement of Rahhal Henderson Johnson, PLLC to conduct the audit of FY 2015 and authorize payment in the amount of \$17,600.00 for auditing services.  
– Mita Bates provided the board with information on the FY 2015 audit. Steve Jordan moved to approve the engagement of Rahhal Henderson Johnson, PLLC to conduct the audit of FY 2015 and authorize payment in the amount of \$17,600.00 for auditing services. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 6: Consider and possible Action to approve the Fourth Amendment to the Loan and Security Agreement between the Ardmore Development Authority and Michelin North America, Inc., and related documents to increase the ADA's borrowing limit to \$540,000,000. Mita Bates provided the board with information on the Fourth Amendment and background on previous transactions since 2003.  
– Henry Roberts moved to approve the Fourth Amendment to the Loan and Security Agreement between the Ardmore Development Authority and Michelin North America, Inc., and related documents to increase the ADA's borrowing limit to \$540,000,000. Ron Crosby Seconded. Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes. Warren Blackmon abstained from the vote. The motion passed.
- Item 7: Consider and possible action to approve the Third Amendment to the Master Equipment Lease Agreement between the Ardmore Development Authority and Michelin North America, Inc., for the leasing of additional equipment and extending the term of the lease to December 31, 2036.  
– Henry Roberts moved to approve the Third Amendment to the Master Equipment Lease Agreement between the Ardmore Development Authority and Michelin North America, Inc., for the leasing of additional equipment and extending the term of the lease to December 31, 2036. Ron Crosby Seconded. Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes. Warren Blackmon abstained from the vote. The motion passed.
- Item 8: Consider and Take Possible Action to approve the Equipment Lease Schedule No. 12 for Master Lease Agreement between the Ardmore Development Authority and Michelin North America, Inc., in the amount of \$38,893,453.10.  
– Henry Roberts moved to approve the Equipment Lease Schedule No. 12 for the Master Lease Agreement between the Ardmore Development Authority and Michelin North America, Inc., in the amount of \$38,893,453.10. Phillip Washington seconded. Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes. Warren Blackmon abstained from the vote. The motion passed.
- Item 9: Consider and possible action to declare as surplus a: 2014 Chevrolet Crew Cab VIN 3GCUKRECOE4958007; 2005 Ford Crown Victoria VIN 2FAFP71W25X145606; 1997 Ford Extended Cab Pickup VIN 1FTDX1723VKC82558 with disposal by advertisement for bids for the sale of the vehicles. Mita Bates provided the board with information on the surplus property.

- Chris Sandvick moved to declare as surplus a: 2014 Chevrolet Crew Cab VIN 3GCUKRECOE4958007; 2005 Ford Crown Victoria VIN 2FAFP71W25X145606; 1997 Ford Extended Cab Pickup VIN 1FTDX1723VKC82558 with disposal by advertisement for bids for the sale of the vehicles. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 10: Consider and possible action to approve Amendment No. 1 to Contract for Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark. Mita Bates provided the board with information on the proposed contract. The proposed contract will reduce the amount from \$650,000.00 from the previous amount of \$740,000.00 and maintain current Staffing levels.

- Steve Jordan moved to approve Amendment No. 1 to Contract for Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 11: Consider and possible approval to engage Wilson & Company to perform a comprehensive analysis and prepare a Master Plan for the Ardmore Municipal Airport in the amount not to exceed \$81,777 with the Ardmore Development Authority responsible for 75 percent of the cost. Gary Farabough provided the board with information on the Master Plan. Tucker Jeffrey informed the board of the scope and background of the proposed Master Plan. Warren Blackmon moved to approve the engagement of Wilson & Company to perform a comprehensive analysis and prepare a Master Plan for the Ardmore Municipal Airport in the amount not to exceed \$81,777 with the Ardmore Development Authority responsible for 75 percent of the cost. Henry Roberts seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 12: Ardmore Development Authority Nominating Committee Report: City Manager, JD Spohn, recommended Mark Riesen and Gary Farabough to serve a three year term beginning January 2016.

Item 13: Consider and possible action to recommend individuals to serve as Trustees for the Ardmore Development Authority. Warren Blackmon moved to approve the Nominating Committee recommendations of Mark Riesen and Gary Farabough to serve a three year term beginning in 2016. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 14: Consider and Possible Action to elect officers for the Ardmore Development Authority for 2016. City Manager, JD Spohn, informed the board the Nominating Committee recommended the following: Chair-Chris Sandvick, Vice Chair- Ron Crosby, and Treasurer- Gary Farabough for the 2016 board officers. Steve Jordan moved to approve to elect the Nominating Committee recommendations of Chair-Chris Sandvick, Vice Chair- Ron Crosby, and Treasurer- Gary Farabough for the 2016 board officers. Riley Seals seconded. Chris Sandvick seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Henry Roberts, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 15: Staff Report: Chris Bryant provided the board with updates on the Control Tower and the warehouse project. Mita Bates provided the board with information on a positive meeting with the FAA, RVA, and Lochner, She also provided the board with information on a possible expansion of a company at the Airpark and possible expansion of a company at New Horizons. Ms. Bates also provided the officers and retiring board member Henry Roberts with a gift for their service. Gary Farabough thanked the board for their leadership and hard work. He also thanked Henry Roberts for his six years of dedicated service to the organization. Mr. Farabough thanked the ADA staff, Michael Pineda for his accurate reporting, and JD Spohn and the City of Ardmore Commission for continued support of the organization.

Item 14: Adjourn.

- With no further business to discuss, Steve Jordan moved to adjourn. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Meeting adjourned at 5:13 P.M.

Respectfully Submitted:

  
Secretary



\*\*\*\*REVISED AGENDA\*\*\*\*  
REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. February 16, 2016  
410 W. Main Street 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 accept the minutes of the January 19, 2016 Regular Meeting.
4. Consideration and possible action to accept the January 2016 Financials.
5. Consideration and possible action to permit staff to re-advertise for bids for disposal of the 2014 Chevrolet Crew Cab VIN 3GCUKREC0E4958007 declared as surplus at the December 21, 2015 Regular meeting of the Ardmore Development Authority.
6. Consideration and possible action to approve the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.00.
7. Consideration and possible action to approve a Document Retention Guidelines for the Ardmore Development Authority.
8. Consideration and possible action with respect to refinancing the Ardmore Development Authority's Tax Apportionment Bonds, Series 2005C (Ardmore Airpark Increment District Project).
9. Consideration and possible action on Professional Services Agreement with the Public Finance Law Group PLLC, as Bond Counsel.
10. Discussion and possible action on Professional Services Agreement with Municipal Finance Services, Inc. as Financial Advisor.
11. Discussion and possible action on a Resolution Authorizing the Ardmore Development Authority (The "Authority") to issue its Tax Increment Revenue Note, Taxable Series 2016 (The "Note") in the aggregate principal amount of \$2,130,000.00; Waiving competitive bidding and authorizing the Note to be sold on a negotiated basis; Approving and Authority Execution of a General Bond Indenture and a Series 2016 Supplemental Note Indenture (collectively, The "Indenture"), Authorizing the issuance and securing the payment of the Note; Providing that the Trust Indenture creating the Authority is subject to the provisions of the Indenture; Approving and Authorizing execution of a Security Agreement by and between the Authority and the City of Ardmore, Oklahoma (The "City"), pertaining to a pledge of certain Ad Valorem Tax Increment Revenue; Authorizing and Directing the Execution of the Note and other documents relating to the transaction, including an Escrow Deposit Agreement; and containing other provisions relating thereto.

12. Consideration and possible action to enter into Executive Session for confidential information of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services of if public disclosure would violate the confidentiality of the business as authorized by 25 OS. Section 307(C) (10).
13. Reconvene into Regular Session
14. Staff Report
15. Adjourn

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
January 19, 2016, 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Lesley Johnson, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Michael Pineda, Thom McGuire, Ken Delashaw

- Item 1: Chairman, Chris Sandvick called the meeting to order at 4:04 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to approve the minutes of the December 2016 regular meeting.  
Warren Blackmon moved to approve the December 2016 minutes. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the December 2016 financial statements.  
Treasurer Gary Farabough presented the December 2015 financial statements. Phillip Washington moved to accept the December 2015 financial statements. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consider and possible action to sell as surplus, following a bid opening on January 18<sup>th</sup>, 2016, to the best qualified bid the 2014 Chevrolet crew cab VIN 3GCUKREC0E4958007.  
Mita Bates provided the board with information on the bids received. Two bids were received in the amount of \$19,999.00 and \$23,200.00. Discussion followed. Ron Crosby moved to reject the two bids in the amount of \$19,000.00 and \$23,200.00. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 6: Consider and possible action to sell as surplus, following a bid opening on January 18<sup>th</sup>, 2016, to the best qualified bid the 2005 Ford Crown Victoria VIN 2 FAFP71W25X145606.  
Mita Bates provided the board with information on the bid received. One bid was received in the amount of \$400.00 from Kip's Klunkers. Mark Riesen moved to accept and award the bid for the 2005 Ford Crown Victoria to Kip's Klunkers in the amount of \$400.00 Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 7: Consider and possible action to sell as surplus, following a bid opening on January 18<sup>th</sup>, 2016, to the best qualified bid the 1997 Ford Extended Truck VIN 1FTDX1723VKC82558.  
Mita Bates provided the board with information on the bid received. One bid was received in the amount of \$900.00 from Kip's Klunkers. Warren Blackmon moved to accept and award the bid for the 1997 Ford Extended Truck to Kip's Klunkers in the amount of \$900.00 Ron Crosby seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 8: Consider and Take Possible Action to approve Amendment No. 1 to Contract for Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark between the Ardmore Development Authority and Pro Tec Fire Services, Ltd.  
Mita Bates provided the board with information on the proposed amended contract. Staff recommends approval. Warren Blackmon moved to approve Amendment No. 1 to Contract for Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark between the Ardmore Development Authority and Pro Tec Fire Services, Ltd. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 9: Consider and possible action to approve Lease #DTFACN-15-L-00267 between the Federal Aviation Administration and the Ardmore Development Authority for small lease space and parking in the Ardmore Industrial Airpark terminal building with a lease term expiring September 2020.  
Mita Bates informed the board that this proposed lease would accommodate the Federal Aviation Administration during the remodel. Warren Blackmon moved to approve Lease #DTFACN-15-L-00267 between the Federal Aviation Administration and the Ardmore Development Authority for small lease space and parking in the Ardmore Industrial Airpark terminal building with

a lease term expiring September 2020. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 10: Consider and possible action to approve Lease #DTFACN-16-L-00022 between the Federal Aviation Administration and the Ardmore Development Authority for space in the Control Tower to house FAA Equipment at the Ardmore Industrial Airpark with a term expiring September 2026. Chris Bryant provided the board with information on the proposed FAA lease. Ron Crosby moved to approve Lease #DTFACN-16-L-00022 between the Federal Aviation Administration and the Ardmore Development Authority for space in the Control Tower to house FAA Equipment at the Ardmore Industrial Airpark with a term expiring September 2026. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 11: Consider and possible action to recommend an individual to serve as trustee for the Ardmore Development Authority. JD Spohn, City Manager, informed the board that the nominating committee had met and recommended Nancy Sjulín to serve as a trustee on the Ardmore Development Authority for one three year term. Ron Crosby moved to recommend Nancy Sjulín to serve as a trustee on the Ardmore Development Authority for one three year term. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 12: Consideration and possible action to enter into Executive Session for confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, upon the advice of counsel, to discuss ATP Development, LLC and the Colvert Technology Park because disclosure will "seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest" as authorized by 25 O.S. Section 307 (B)(4). Phillip Washington moved to enter into Executive Session at 4:31pm. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 13: Reconvene into Regular Session.

Warren Blackmon moved to reconvene into regular session at 5:13pm. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 14: Staff Report: Mita Bates introduced Andrea Anderson to the board. Ms. Anderson will serve as Director of Marketing and Industry Relations. Ms. Bates informed the board that she and Ms. Anderson attended the Oklahoma Department of Commerce and Governor's Economic Development Marketing Team site selector reception in Dallas, TX. They met with a BNSF representative and several site selectors. She also updated the board that Ameripoint is moving forward on the master plan. Mita met with King Aerospace regarding improvement on the King Aerospace campus at the Ardmore Airpark, and the Oklahoma National Guard is moving forward with their plans on the property at Westport Industrial Park. Mita Bates provided the board with information on state incentives and possible, future changes. Chris Bryant informed the board that the warehouse project and the tower project are moving forward. He also informed the board that the runway sealcoat project should start next month.

Item 15: Adjourn.

With no further business to discuss, Ron Crosby moved to adjourn. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Meeting adjourned at 5:22 P.M.

Respectfully Submitted:

  
Secretary



**SPECIAL MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
5:00 P.M. February 23, 2016  
410 W. Main Street 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 ratify the approval of the Right of Way Grant from the Ardmore Development Authority to Sovereign Development Fund I, related to real property located near the Ardmore Industrial Airpark, and to approve the filing of such document in the records of the County Clerk of Carter County, consistent with the Interim Development Agreement and Supplement to Lease among the Ardmore Development Authority, Sovereign Oklahoma Development, and Sovereign Development Fund I, related to the Ardmore Industrial Airpark
4. Consideration and possible action to ratify the approval of the Covenant Agreement among the Ardmore Development Authority, Sovereign Oklahoma Development, and Sovereign Development Fund I, related to real property located near the Ardmore Industrial Airpark, and to approve the filing of such document in the records of the County Clerk of Carter County, consistent with the Interim Development Agreement and Supplement to Lease among the such parties, related to the Ardmore Industrial Airpark
5. Adjourn





**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. March 21, 2016  
410 W. Main Street 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 accept the minutes of the February 16, 2016 Regular Meeting and the February 23, 2016 Special Meeting.
4. Consideration and possible action to accept the February 2016 Financials.
5. Consideration and possible action to sell as surplus, following a bid opening on March 17, 2016, to the best qualified bid the 2014 Chevrolet Crew Cab VIN 3GCUKREC0E4958007.
6. Consideration and possible action to approve the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.00.
7. Staff Report
  - a. Ardmore Industrial Airpark
  - b. Ameripointe Project
  - c. Marketing
  - d. President's Report
8. Adjourn

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
February 16, 2016, 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Michael Pineda, Thom McGuire, Jessica Bruha, Tyler Young, Tucker Jeffrey, Nate Ellis, Ben Oglesby

- Item 1: Chairman, Chris Sandvick called the meeting to order at 4:02 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to approve the minutes of the January 2016 regular meeting.  
Gary Farabough moved to approve the January 2016 minutes. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the January 2016 financial statements.  
Treasurer Gary Farabough presented the January 2016 financial statements. Phillip Washington moved to accept the January 2016 financial statements. Riley Seals seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consideration and possible action to permit staff to re-advertise for bids for disposal if the 2014 Chevrolet Crew Cab VIN 3GCUKRECOE4958007 declared as surplus at the December 21, 2015 Regular meeting of the Ardmore Development Authority.  
Mita Bates reminded the board that the two bids received in January for the 2014 Chevrolet Crew Cab were rejected. Discussion followed. Warren Blackmon moved to permit staff to re-advertise bids for disposal of the 2014 Chevrolet Crew Cab. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 6: Consideration and possible action to approve the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.00.  
Tabled
- Item 7: Consideration and possible action to approve a Document Retention Guidelines for the Ardmore Development Authority.  
Tabled
- Item 8: Consideration and possible action with respect to refinancing the Ardmore Development Authority's Tax Apportionment Bonds, Series 2005C (Ardmore Airpark Increment District Project).  
  
Nate Ellis and Ben Oglesby provided the board with information on current interest rates and presented the case for refinancing of the Tax Apportionment Bond, Series 2005 and how it would be of benefit to the Ardmore Development Authority. Discussion followed. Steve Jordan moved to refinance the Ardmore Development Authority's Tax Apportionment Bond, Series 2005C (Ardmore Airpark Increment District Project). Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 9: Consideration and possible action on Professional Services Agreement with the Public Finance Law Group PLLC, as Bond Counsel.  
Following discussion Steve Jordan moved that the Ardmore Development Authority retain the Professional Services Agreement with the Public Finance Law Group PLLC, as Bond Counsel. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 10: Discussion and possible action on Professional Services Agreement with Municipal Finance Services, Inc. as Financial Advisor.

After discussion Steve Jordan moved to continue with the Professional Services Agreement with Municipal Finance Services, Inc. as Financial Advisor. Nancy Sjulín seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 11: Discussion and possible action on a Resolution Authorizing the Ardmore Development Authority (The "Authority") to issue its Tax Increment Revenue Note, Taxable Series 2016 (The "Note") in the aggregate principal amount of \$2,130,000.00; Waiving competitive bidding and authorizing the Note to be sold on a negotiated basis; Approving and Authority Execution of a General Bond Indenture and a Series 2016 Supplemental Note Indenture (collectively, The "Indenture"), Authorizing the issuance and securing the payment of the Note; Providing that the Trust Indenture creating the Authority is subject to the provisions of the Indenture; Approving and Authorizing execution of a Security Agreement by and between the Authority and the City of Ardmore, Oklahoma (The "City"), pertaining to a pledge of certain Ad Valorem Tax Increment Revenue; Authorizing and Directing the Execution of the Note and other documents relating to the transaction, including an Escrow Deposit Agreement; and containing other provisions relating thereto.

Following discussion between the board, Nate Ellis and Ben Oglesby, Steve Jordan moved to authorize the Authority to issue its Tax Increment Revenue Note, Taxable Series 2016 (The "Note") in the aggregate principal amount of \$2,130,000.00; Waiving competitive bidding and authorizing the Note to be sold on a negotiated basis; Approving and Authorizing Execution of a General Bond Indenture and a Series 2016 Supplemental Note Indenture (collectively, The "Indenture"), Authorizing the issuance and securing the payment of the Note; Providing that the Trust Indenture creating the Authority is subject to the provisions of the Indenture; Approving and Authorizing execution of a Security Agreement by and between the Authority and the City of Ardmore, Oklahoma (The "City"), pertaining to a pledge of certain Ad Valorem Tax Increment Revenue; Authorizing and Directing the Execution of the Note and other documents relating to the transaction, including an Escrow Deposit Agreement; and containing other provisions relating thereto. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 12: Consideration and possible action to enter into Executive Session for confidential information of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services of if public disclosure would violate the confidentiality of the business as authorized by 25 OS. Section 307(C) (10).

Warren Blackmon move to enter into Executive Session at 4:54 pm. Ron Crosby seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 13: Reconvene into Regular Session.

Warren Blackmon moved to reconvene into regular session at 5:11pm. Riley Seals seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 14: Staff Report: Chris Bryant updated the board on the progress of the control tower construction as well as the warehouse project at the Ardmore Industrial Airpark. Mita Bates informed the board that Congressman Tom Cole would be in town on Wednesday, February 17. She also reported that two RFPs have been submitted to the Department of Commerce in the last week. Mrs. Bates informed the board on issues at the state level for economic tax incentives for business looking to locate within Oklahoma are being examined closely and that she would keep them informed of any changes that would impact the Ardmore Development Authority.

Item 15: Adjourn.

With no further business to discuss, Ron Crosby moved to adjourn. Nancy Sjulín seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Chris Sandvick, Riley Seals, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Meeting adjourned at 5:22 P.M.

Respectfully Submitted:

  
Secretary

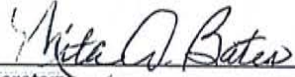
ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
73401  
MINUTES OF SPECIAL MEETING  
February 23, 2016, 5:00 P.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick,  
EX-OFFICIOS TRUSTEES:  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS:

- Item 1: Chairman, Chris Sandvick called the meeting to order at 5:04 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to ratify the approval of the Right of Way from the Ardmore Development Authority to Sovereign Development Fund I, related to real property located near the Ardmore Industrial Airpark, and to approve the filing of such document in the records of the County Clerk of Carter County, consistent with the Interim Development Agreement and Supplement to Lease among the Ardmore Development Authority, Sovereign Oklahoma Development, and Sovereign Development Fund I, related to the Ardmore Industrial Airpark.  
Mita Bates presented the Board with a history of the Right of Way. JD Spohn was telephoned during discussion to answer questions from Board members. Gary Farabough made a motion to ratify the approval of the Right of Way Grant from the Ardmore Development Authority to Sovereign Development Fund I, related to real property located near the Ardmore Industrial Airpark, and to approve the filing of such document in the records of the County Clerk of Carter County, consistent with the Interim Development Agreement and Supplement to Lease among the Ardmore Development Authority, Sovereign Oklahoma Development, and Sovereign Development Fund I, related to the Ardmore Industrial Airpark. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, and Chris Sandvick voted aye. There were no nay votes or abstentions.
- Item 4: Consideration and possible action to ratify the approval of the Covenant Agreement among the Ardmore Development Authority, Sovereign Oklahoma Development, and Sovereign Development Fund I, related to the real property located near the Ardmore Industrial Airpark, and to approve the filing of such documents in the records of the County Clerk of Carter County, consistent with the Interim Development Agreement and Supplement to Lease among such parties.  
Mita Bates discussed the history of the Covenant Agreement with the Board. Mark Riesen made a motion to ratify the approval of the Covenant Agreement among the Ardmore Development Authority, Sovereign Oklahoma Development, and Sovereign Development fund I, related to the real property located near the Ardmore Industrial Airpark, and to approve the filing of such documents in the records of the County Clerk of Carter County, consistent with the Interim Development Agreement and Supplement to Lease among such parties. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, and Chris Sandvick voted aye. There were no nay votes or abstentions.
- Item 5: Adjourn.  
With no further business to discuss, Mark Riesen moved to adjourn. Ron Crosby seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, and Chris Sandvick voted aye. There were no nay votes and no abstentions. The motion passed.  
Meeting adjourned at 5:35 P.M.

Respectfully Submitted:

  
Secretary



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. April 18, 2016  
410 W. Main Street 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 accept the minutes of the March 21, 2016 Regular Meeting.
4. Consideration and possible action to accept the February 2016 Financials.
5. Consideration and possible action to approve an Ardmore Community Work Center Contract between the Oklahoma Department of Corrections and the Ardmore Development Authority for the Fiscal Year 2016.
6. Consideration and possible action to approve an Ardmore Community Work Center Contract between the Oklahoma Department of Corrections and the Ardmore Development Authority for the Fiscal Year 2017.
7. Consideration and possible action to approve Change Order No. 1 on the Ardmore Industrial Airpark Warehouse Building Project which provides for additions and deletions in the building contract, including the necessary foundation work in an amount not to exceed \$125,000.00.
8. Consideration and possible action to direct the project engineer to design or cause to be designed a fire system to provide water and fire protection for the Ardmore Industrial Airpark Warehouse Building and 1) solicit bids for same or 2) incorporate into the current contract upon approval by the Authority.
9. Consideration and possible approval of a minor amendment to the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.00.
10. Consideration and possible action to enter into Executive Session for confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, upon the advice of counsel, to discuss ATP Development, LLC and the Colvert Technology Park because disclosure will "seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest" as authorized by 25 O.S. Section 307 (B)(4).
11. Reconvene into Regular Session
12. Consideration and possible action on item discussed in Executive Session including authorizing the initiation of litigation and/or entering into negotiations, the designation of the Chairman and/or legal counsel for the Ardmore Development Authority to participate in any mediation session or settlement negotiations to represent the interests of the Ardmore Development Authority.

**Staff Report**

- a. Ardmore Industrial Airpark
  - Control Tower Project
  - Runway Resurfacing Project
- b. Ameripointe Project
- c. Marketing
- d. President's Report
  - Annual Planning Retreat

**13. Adjourn**

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
March 21, 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Phillip Washington  
EX-OFFICIOS TRUSTEES:  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Thom McGuire

- Item 1: Chairman, Chris Sandvick called the meeting to order at 4:04 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to approve the minutes of the February 16, 2016 regular meeting and the February 23, 2016 Special Meeting.  
Gary Farabough moved to approve the February 16, 2016 regular meeting minutes. Phillip Washington seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.  
Phillip Washington moved to accept the minutes from the February 23, 2016 Special Meeting. Mark Riesen seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the February 2016 financial statements.  
Treasurer Gary Farabough presented the February 2016 financial statements. Warren Blackmon moved to accept the February 2016 financial statements. Phillip Washington seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consideration and possible action to sell as surplus, following a bid opening on March 17, 2016, to the best qualified bid the 2014 Chevrolet Crew Cab VIN 3GCUKREC0E4958007.  
Mita Bates informed the board that only one bid was received. Mark Riesen moved to accept the bid of \$20,200 for the 2014 Chevrolet Crew Cab from E & J Auto Sales. Gary Farabough seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 6: Consideration and possible action to approve the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.000.  
Mita Bates explained the history and details of the contract between the two organizations. A brief discussion followed. Steve Jordan moved to approve the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.000. Warren Blackmon seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 7: Staff Report:

- a) Ardmore Industrial Airpark- Chris Bryant reported on the progress of both the warehouse and control tower projects. Runway repairs will begin at the end of April. Mr. Bryant also updated the board on the upcoming Greater Ardmore Hiring Conference.
- b) Ameripointe Project- Mita Bates read an email from Tucker Jeffrey on the progress of the project. The Masterplan is moving forward with an expected completion date of June 23<sup>rd</sup>.
- c) Marketing- Andrea Anderson updated the board on three recent Requested for Proposals submitted to the Oklahoma Department of Commerce. Ms. Anderson also updated the Board on the upcoming Lt. Governor's Turkey Hunt which will be held in Ardmore April 13 through April 15.
- d) President's Report- Mita Bates confirmed with the board that this year's Ardmore Day at the Capitol will be on Wednesday, April 6, 2016. Plans for the Maxwell Golf Tournament are being finalized. Play of the tournament will be April 15 through 17 at Dornick Hills Country Club with sixteen collegiate teams from across the country scheduled to participate. Plans for the downtown pocket park were unveiled on the morning of March 21 by representatives from Noble Energy.

Item 8: Adjourn.

With no further business to discuss, Warren Blackmon moved to adjourn. Phillip Washington seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Meeting adjourned at 4:53 P.M.

Respectfully Submitted:

  
Secretary





**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. May 16, 2016  
LOCATION MODIFIED  
THE EJ EXECUTIVE BOARD ROOM  
ARDMORE CONVENTION CENTER  
2401 N. ROCKFORD ROAD  
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 accept the minutes of the April 18, 2016 Regular Meeting.
4. Consideration and possible action to accept the April 2016 Financials.
5. Consideration and possible action to appoint Ken Campbell as Assistant Secretary of the Ardmore Development Authority.
6. Consideration and possible action to retain the legal services of Frailey, Chaffin, Cordell, Perryman & Sterkel, LLP as Co-Counsel with Kenneth Delashaw to represent the Ardmore Development Authority in Case No. CV-16-54, ATP Development LLC, an Oklahoma Limited Liability Company v. Ardmore Development Authority, a Public Trust Authority filed in the District Court of Carter County, State of Oklahoma.
7. Consideration and possible action to enter into Executive Session for:
  - a. Confidential communications between the Ardmore Development Authority and its attorneys concerning a pending investigation, claim, or action based on a determination by the Ardmore Development Authority, with the advice of its attorneys, that disclosure will seriously impair the ability of the Ardmore Development Authority to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest as authorized by 25 O.S. Section 307 (B)(4). (ATP Development, LLC v. Ardmore Development Authority, Case No. CV-16-54 filed in the District Court of Carter County, State of Oklahoma).
  - b. Confidential discussion of matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within ADA's jurisdiction because public disclosure of the matter discussed would violate the confidentiality of the business as authorized by 25 OS. Section 307(C) (10).
8. Reconvene into Open Meeting

9. Consideration and possible action on item discussed in Executive Session including authorizing the ADA's legal counsel to respond to pending litigation and/or entering into negotiations, the designation of the Chairman and/or legal counsel for the Ardmore Development Authority to participate in any mediation session or settlement negotiations to represent the interests of the Ardmore Development Authority. (ATP Development, LLC v. Ardmore Development Authority, Case No. CV-16-54 filed in the District Court of Carter County, State of Oklahoma).
10. Consideration and possible action on item discussed in Executive Session pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to locate within the jurisdiction, including possible acceptance of offer to purchase land in New Horizons Business Park and authorization for the Chairman of the Ardmore Development Authority to execute documents relating to the sale of said real property.
11. Discussions  
FY 2017 Projects, Priorities & Goals
12. Adjourn

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

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Ken Delashaw, Jessica Bruha, Tom Manseur

- Item 1: Chairman, Chris Sandvick called the meeting to order at 4:00 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to accept the minutes of the March 21, 2016 regular meeting.  
Ron Crosby moved to approve the March 21, 2016 regular meeting minutes. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the March 2016 financial statements.  
Treasurer Gary Farabough presented the March 2016 financial statements. Warren Blackmon moved to accept the February 2016 financial statements. Nancy Sjulín seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consideration and possible action to approve an Ardmore Community Work Center Contract between the Oklahoma Department of Corrections and the Ardmore Development Authority for the Fiscal Year 2016.  
Item tabled.
- Item 6: Consideration and possible action to approve an Ardmore Community Work Center Contract between the Oklahoma Department of Corrections and the Ardmore Development Authority for the Fiscal Year 2017.  
Item tabled.
- Item 7: Consideration and possible action to approve Change Order No. 1 on the Ardmore Industrial Airpark Warehouse Building Project which provides for additions and deletions in the building contract, including the necessary foundation work in an amount not to exceed \$125,000.00.  
Tom Mansuer briefed the board on changes needed in the foundation work for the construction of the warehouse building. Gary Farabough moved to approve Change Order No. 1 on the Ardmore Industrial Airpark Warehouse Building Project which provides for additions and deletions in the building contract, including the necessary foundation work in an amount not to exceed \$125,000.00. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 8: Consideration and possible action to direct the project engineer to design or cause to be designed a fire system to provide water and fire protection for the Ardmore Industrial Airpark Warehouse Building and 1) solicit bids for same or 2) incorporate into the current contract upon approval by the Authority.  
Tom Manseur explained the need for an updated fire protection system based on current available water and infrastructure. Gary Farabough made a motion to direct the project engineer to design or cause to be designed a fire system to provide water and fire protection for the Ardmore Industrial Airpark Warehouse Building and 1) solicit bids for same. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 9: Consideration and possible approval of a minor amendment to the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.00.  
Mita Bates explained the minor changes in the contract to the board. Warren Blackmon moved to approve a minor amendment to the contract for management service between the Ardmore Chamber of Commerce and the Ardmore Development Authority including but not limited to administrative and clerical support including office supplies, maintenance, postage, printing, information technology support, payroll and HR services in an annual amount of \$120,000.00. Phillip Washington seconded.

Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 10: Consideration and possible action to enter into Executive Session for confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, upon the advice of counsel, to discuss ATP Development, LLC and the Colvert Technology Park because disclosure will "seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest" as authorized by 25 O.S. Section 307(B)(4). Ron Crosby made a motion to enter into Executive Session for confidential communications between a public body and its attorney concerning a pending investigation, claim, or action, upon the advice of counsel, to discuss ATP Development, LLC and the Colvert Technology Park because disclosure will "seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest" as authorized by 25 O.S. Section 307(B)(4). Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. Executive session began at 4:29 p.m.

Item 11: Reconvene into Regular Session.

Nancy Sjulín made a motion to reconvene into Regular Session. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. Regular Session reconvened at 4:56 p.m.

Item 12: Consideration and possible action on item discussed in Executive Session including authorizing the initiation of litigation and/or entering into negotiations, the designation of the Chairman and/or legal counsel for the Ardmore Development Authority to participate in any mediation session or settlement negotiations to represent the interests of the Ardmore Development Authority. Warren Blackmon moved to authorize the initiation of litigation and/or entering into negotiations, the designation of the Chairman and/or legal counsel for the Ardmore Development Authority to participate in any mediation session or settlement negotiations to represent the interests of the Ardmore Development Authority. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Staff Report:

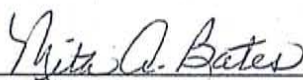
- a) Ardmore Industrial Airpark
  - a. Control Tower Project- Chris Bryant reported that beams are in place and placement of roof cap is dependent upon weather. Once the roof cap is placed the project will move quickly with an expected completion in December.
  - b. Runway Resurfacing- Chris Bryant reported that the seal coat project on runway 1735 began last week. This project should be complete in 90 days.
- b) Ameripointe Project- Mita Bates and Brad Haines will be touching base toward the end of the week on the project.
- c) Marketing- Andrea Anderson updated the board the 2016 Lt. Governor's Turkey Hunt held the previous week. Ms. Anderson and Chris Bryant are also working together on an RFP received the previous week for the warehouse being constructed at the Airpark.
- d) President's Report
  - a. Mita Bates updated on a meeting she and Ms. Anderson had with i2e in Oklahoma City regarding the Ardmore Angel Seed investment group and the potential to re-engage and expand this group. Mrs. Bates also reported on the success of The Maxwell Intercollegiate Golf Tournament.
  - b. Annual Planning Retreat- Mrs. Bates updated the board on the upcoming annual planning retreat to be held on Monday, May 16 in preparation for the beginning of FY 2016 on July 1, 2016. This meeting is tentatively scheduled to take place from 4:00 p.m. to 7:00 p.m. at the Convention Center.

Item 13: Adjourn.

With no further business to discuss, Ron Crosby moved to adjourn. Nancy Sjulín seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Meeting adjourned at 5:06 p.m.

Respectfully Submitted:

  
Secretary



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. JUNE 20, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the minutes of the May 16, 2016 Regular Meeting.
4. Consideration and possible action to accept the May 2016 Financials.
5. Consideration and possible action to accept donation and conveyance of title for an Boeing model 727-243-F airframe bearing manufacturer's serial number 21269 and United States Registration Number N1269Y and associated appliances, parts, instruments, appurtenances, accessories, furnishings, spare parts and/or the equipment or property on, part of, and/or attached to said Aircraft or associated therewith from APS Airparts Support, Inc.
6. Consideration and possible action to accept donation and conveyance of title for an Boeing model 727-222F airframe bearing manufacturer's serial number 20041 and United States Registration Number N180AX and associated appliances, parts, instruments, appurtenances, accessories, furnishings, spare parts and/or the equipment or property on, part of, and/or attached to said Aircraft or associated therewith from APS Airparts Support, Inc.
7. Consideration and possible action to declare as surplus Boeing model 727-243-F airframe bearing manufacturer's serial number 21269 and United States Registration Number N1269Y and Boeing model 727-222F airframe bearing manufacturer's serial number 20041 and United States Registration Number N180AX.
8. Consideration and possible action to approve the Second Amendment to Ardmore Industrial Airpark Project Part II of Interim Development Agreement and Supplement to Lease between the ADA, Sovereign Oklahoma Development, LLC and Sovereign Development Fund I, LLC.
9. Consideration and possible action to approve Landlord Consent, Estoppel and Agreement among the Ardmore Development Authority, LKCM Radio Group, LP, and SMG-Ardmore, LLC for assignment of Ground Lease dated November 30, 2000 by and between Ardmore Development Authority and Chuckie Broadcasting Company.
10. Consideration and possible action to reject all bids or award a bid to provide mowing and grounds maintenance services, to include all labor, materials and equipment for the Ardmore Industrial Airpark and the Ardmore Development Headquarters for FY 2016-2017.

11. Staff Report

- a. Airpark & Building Update
- b. Ameripointe
- c. Marketing & Prospect Report
- d. IEDC Report
- e. Education Update

12. Adjourn

Agenda posted Thursday, June 16, 2016

4:00 pm

Ardmore Development Authority/Chamber of Commerce

Ardmore City Hall

Ardmore Development Authority website

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
May 16, 4:00 P.M.

Ardmore Convention Center  
2401 N. Rockford Road, Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Nancy Sjulín, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Ken Delashaw, Jessica Bruha, Debbie Sterkel, Tom Frailey, Margaret Love

- Item 1: Vice-Chairman, Ron Crosby called the meeting to order at 4:04 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Vice-Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.  
Steve Jordan arrived to meeting at 4:10 p.m.
- Item 3: Consideration and possible action to accept the minutes of the April 18, 2016 Regular Meeting.  
Warren Blackmon moved to approve the April 18, 2016 regular meeting minutes. Steve Jordan seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the April 2016 financial statements.  
Treasurer Gary Farabough presented the April 2016 financial statements. Mark Riesen moved to accept the April 2016 financial statements. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consideration and possible action to appoint Ken Campbell as Assistant Secretary of the Ardmore Development Authority.  
Mita Bates explained the need for an Assistant Secretary for document execution in the absence of the Secretary. Warren Blackmon moved to appoint Ken Campbell as Assistant Secretary of the Ardmore Development Authority. There was no second made. Item tabled and will be discussed again at the next meeting.
- Item 6: Consideration and possible action to retain the legal services of Frailey, Chaffin, Cordell, Perryman, & Sterkel, LLP as Co-Counsel with Kenneth Delashaw to represent the Ardmore Development Authority in Case No. CV-16-54, ATP Development, LLC, an Oklahoma Limited Liability Company v. Ardmore Development Authority, a Public Trust Authority filed in the District Court of Carter County, State of Oklahoma.  
Tom Frailey provided information on firm's background and experience with municipal law, in particular in representing public trusts. Margaret Love explained reasoning for need of co-counsel from City's perspective. Ken Delashaw voiced his support for the need of co-counsel. Steve Jordan made a motion to retain legal services of Frailey, Chaffin, Cordell, Perryman, & Sterkel, LLP as Co-Counsel with Kenneth Delashaw to represent the Ardmore Development Authority in Case No. CV-16-54, ATP Development, LLC, an Oklahoma Limited Liability Company v. Ardmore Development Authority, a Public Trust Authority filed in the District Court of Carter County, State of Oklahoma. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 7: Consideration and possible action to enter into Executive Session for:
- a. Confidential communication between the Ardmore Development Authority and its attorneys concerning a pending investigation, claim, action based on a determination by the Ardmore Development Authority, with the advice of its attorneys, that disclosure will seriously impair the ability of the Ardmore Development Authority to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest as authorized by 25 O.S. Section 307(B)(4). (ATP Development, LLC v Ardmore Development Authority, Case No. CV-16-54 filed in the District Court of Carter County, State of Oklahoma.)  
Warren Blackmon made a motion to enter into Executive Session. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. Executive Session began at 4:24 p.m.  
Dr. Phillip Washington arrived at 4:40 p.m.

**Item 8: Reconvene into Open Meeting**

Nancy Sjulín made a motion to reconvene into regular session at 4:50 p.m. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

**Item 9: Consideration and possible action on item discussed in Executive Session including authorizing the ADA's legal counsel to respond to pending litigation and/or entering into negotiations, the designation of the Chairman and/or legal counsel for the Ardmore Development Authority to participate in any mediation session or settlement negotiations to represent the interests of the Ardmore Development Authority. (ATP Development, LLC v. Ardmore Development Authority, Case No. CV-16-54 filed in the District Court of Carter County, State of Oklahoma.)**

Warren Blackmon made a motion; Steve Jordan seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. Ken Delashaw, Debbie Sterkel, Tom Frailey, and Margaret Love left the meeting.

**Item 7: Consideration and possible action to enter into Executive Session for:**

- b. Confidential discussion of matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within the ADA's jurisdiction because public disclosure of the matter discussed would violate the confidentiality of the business as authorized by 25 OS. Section 307(C)(10).

Steve Jordan made a motion to enter into Executive Session. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. Executive session began at 4:52 p.m.

**Item 8: Reconvene into Open Meeting**

Steve Jordan made a motion to reconvene into Open Meeting. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Steve Jordan, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. Open Meeting reconvened at 5:04 p.m.

**Item 10: Consideration and possible action on item discussed in Executive Session pertaining to economic development, including the transfer of property, financing or the creation of a proposal to entice a business to locate within the jurisdiction, including possible acceptance of offer to purchase land in New Horizons Business Park and authorization for the Chairman of the Ardmore Development Authority to execute documents relating to the sale of said real property.**

No action was taken

The Trustees took a break beginning at 5:04p.m. and returned at 5:15 p.m.

**Item 11: Discussions**

- a. Jennifer O'Steen provided the Board with a brief refresher of the Open Meeting and Open Records Acts.
- b. Mita Bates presented the Board with information on properties at New Horizons Industrial Park, Westport Industrial Park, Colvert/Ardmore Technology Park, and the Ardmore Airpark. At New Horizons, Westport, and Colvert Technology Park, the ADA currently owns little or no land. At the Ardmore Airpark, most of the available land is under lease to Sovereign, LLC and the ADA only controls a few acres at different locations within the park. Mrs. Bates and the Board then discussed the need for acquiring new land in and around Ardmore for continued economic development. Steve Jordan left the meeting at 6:15 p.m.
- c. Mita Bates updated the Board on the progress of the AmeriPointe North American Logistics Hub. The master plan is due on June 23 and does require input from the ADA as well as approval from the City of Ardmore. Jennifer O'Steen and JD Spohn left the meeting at 6:30 p.m.
- d. Chris Bryant discussed upcoming projects at the Ardmore Industrial Airpark. Mr. Bryant also updated the Board on the Department of Corrections' recent announcement of the closure of State work centers, one being located at the Ardmore Industrial Airpark. He is working with Kacie Wilson to develop options. Mr. Bryant informed the Board that he expects the last day to have access to DOC workers is July 31.
- e. Mita Bates discussed current marketing efforts with an emphasis on re-engaging with local business and industry. Mrs. Bates and Andrea Anderson have both been attending meetings with different economic development organizations. Mrs. Bates shared that discussions with local business and other organizations continually come back to workforce and the need for education. Workforce development, supporting local business, and the initiating of an aggressive marketing effort to reengage Ardmore with the site selector community will be a priorities for the upcoming fiscal year.
- f. Branding- Mita Bates revealed the new logo to the Board. The Ardmore Tourism Authority has been working on new branding since August 2015. Mrs. Bates shared that the goal of the new branding is to have a common "theme" across all organizations as well as the City of Ardmore. The ATA has recently approved moving forward with development of the concept and she will provide updates throughout the process.




g. Suggestions from Board for FY17

- a. Gary Farabough suggested that the ADA begin looking into the acquisition of new lands for potential industrial development.

Item 12: Adjourn

With no further items to discuss the meeting was adjourned at 7:53.

Respectfully Submitted:

  
Secretary



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. JULY 18, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the minutes of the June 20, 2016 Regular Meeting.
4. Consideration and possible action to accept the June 2016 Financials.
5. Consideration and possible action to approve the FY 2016-2017 Marketing Plan
6. Consideration and possible action to approve the FY 2016-2017 Ardmore Development Authority Budget
7. Consideration and possible action to approve the 2016-2017 Memorandum of Understanding Between the City and ADA for AIP Project Number 3-40-0005-16-2016 Taxiway Alpha Reconstruction, establishing the ADA's Responsibility to pay the Ten Percent (10%) Local Match, in the Maximum Amount \$605,054.00, Required by the FAA Grant Agreement and for Costs that Exceed the Amount of the Grant Award.
8. Consideration and possible action to enter Executive Session for confidential discussion of matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within ADA's jurisdiction because public disclosure of the matter discussed would violate the confidentiality of the business as authorized by 25 OS. Section 307(C) (10).
9. Reconvene into Open Session
10. Consideration and possible action on item discussed in Executive Session pertaining to economic development, including possible authorization for the President & CEO and/or the Chairman of the Board to negotiate with a company considering relocating to Ardmore, which negotiations may include a discussion regarding the sale of land in New Horizons Business Park
11. Staff Report
  - a. Airpark & Building Update
  - b. Ameripointe
  - c. Marketing & Prospect Report
12. Adjourn

Agenda posted Friday, July 15, 2016

8:00 am

Ardmore Development Authority/Chamber of Commerce  
Ardmore City Hall; Ardmore Development Authority website

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

Ardmore Chamber of Commerce  
410 West Main  
Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson, Micele Garrison  
GUESTS: Jennifer O'Steen, Jessica Bruha, Thom McGuire

Item 1: Treasurer, Gary Farabough called the meeting to order at 4:00 p.m.  
The presence of a quorum was declared.

Item 2: Confirmation of compliance with Open Meeting Act.

ADA President informed the Treasurer that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.

Item 3: Consideration and possible action to accept the minutes of the May 16, 2016 Regular Meeting.

Nancy Sjulín moved to approve the May 16, 2016 regular meeting minutes. Mark Riesen seconded. Warren Blackmon, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

\*Ron Crosby arrived to the meeting a 4:10 p.m.

Item 4: Consideration and possible action to accept the May 2016 financial statements.

Treasurer Gary Farabough presented the May 2016 financial statements. Mark Riesen moved to accept the May 2016 financial statements. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 5: Consideration and possible action to accept donation and conveyance of title for a Boeing model 727-243-F airframe bearing manufacturer's serial number 21269 and United States Registration Number N1269Y and associated appliances, parts, instruments, appurtenances, furnishings, spare parts and/or the equipment or property on, part of, and/or attached to said Aircraft or associated therewith from APS Airparts Support, Inc.

After a brief explanation from Mita Bates, Warren Blackmon made a motion to accept donation and conveyance of title for a Boeing model 727-243-F airframe bearing manufacturer's serial number 21269 and United States Registration Number N1269Y and associated appliances, parts, instruments, appurtenances, furnishings, spare parts and/or the equipment or property on, part of, and/or attached to said Aircraft or associated therewith from APS Airparts Support, Inc. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 6: Consideration and possible action to accept donation and conveyance of title for a Boeing model 727-222-F airframe bearing manufacturer's serial number 20041 and United States Registration Number N180AXY and associated appliances, parts, instruments, appurtenances, furnishings, spare parts and/or the equipment or property on, part of, and/or attached to said Aircraft or associated therewith from APS Airparts Support, Inc.

Mark Riesen made a motion to accept donation and conveyance of title for a Boeing model 727-222-F airframe bearing manufacturer's serial number 20041 and United States Registration Number N180AXY and associated appliances, parts, instruments, appurtenances, furnishings, spare parts and/or the equipment or property on, part of, and/or attached to said Aircraft or associated therewith from APS Airparts Support, Inc. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 7: Consideration and possible action to declare as surplus Boeing model 727-243-F airframe bearing manufacturer's serial number 21269 and United States Registration Number N1269Y and Boeing model 727-222-F airframe bearing manufacturer's serial number 20041 and United States Registration Number N180AX.

Mita Bates explained that airframes would be removed from the Airpark for scrap. Warren Blackmon made a motion to declare as surplus Boeing model 727-243-F airframe bearing manufacturer's serial number 21269 and United States Registration Number N1269Y and Boeing model 727-222-F airframe bearing manufacturer's serial number 20041 and United States Registration Number N180AX. Nancy Sjulín seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 8: Consideration and possible action to approve the Second Amendment to Ardmore Industrial Park Project Part II of Interim Development Agreement and Supplement to Lease between the ADA, Sovereign Oklahoma Development, LLC and Sovereign Development Fund I, LLC.

Mita Bates updated the board on progress with the Ameripointe development. Ron Crosby made a motion to accept a 60 day extension to the Interim Development agreement to August 23, 2016. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 9: Consideration and possible action to approve Landlord Consent, estoppels and Agreement among the Ardmore Development Authority, LKCM Radio Group, LP, and SMG-Ardmore, LLC for assignment of Ground Lease dated November 30, 2000 by and between Ardmore Development Authority and Chuckie Broadcasting Company.

After a brief discussion Warren Blackmon made a motion to approve Landlord Consent, estoppels and Agreement among the Ardmore Development Authority, LKCM Radio Group, LP, and SMG-Ardmore, LLC for assignment of Ground Lease dated November 30, 2000 by and between Ardmore Development Authority and Chuckie Broadcasting Company. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 10: Consideration and possible action reject all bids or award a bid to provide mowing and grounds maintenance services, to include all labor, materials and equipment for the Ardmore Industrial Airpark and the Ardmore Development Headquarters for FY 2016-2017.

Mita Bates informed the board that four qualifying bids were received. Warren Blackmon made a motion to accept the bid from Deaver Lawn Care in the amount of \$294,500 for one year with work to begin on July 1, 2016. Mark Riesen seconded the motion. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 11: Staff Report

a. Airpark & Building Update

Chris Bryant updated the board on the progress of the new Tower construction at the Airpark as well as the new warehouse.

b. Ameripointe

Mita Bates informed the board that she and the City of Ardmore had participated in multiple conference calls in regards to Ameripointe during the previous weeks.

c. Marketing & Prospect Report

Andrea Anderson informed the board the two RFPs have been submitted to the Oklahoma Department of Commerce since the previous meeting.

d. IEDC Report

Mita Bates and Andrea Anderson attended the International Economic Development Council's Future Forum in Tulsa from June 12 through June 14. Mrs. Bates reported on the increased emphasis on workforce and education.


e. Education Update

Mita Bates reported that several components of Partners In Education would be rolling out in conjunction with the start of the new school year in August 2016.

Item 12: Adjourn

With no further items to discuss, Phillip Washington made a motion to adjourn. Ron Crosby seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Mark Riesen, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. The meeting was adjourned at 4:43 p.m.

Respectfully Submitted:

  
Secretary



**PUBLIC NOTICE**  
**August 11, 2016**  
**August Regular Meeting Cancellation**

The Regular Meeting of the Board of Directors of the Ardmore Development Authority, scheduled for Monday, August 15, 2016, has been cancelled. A Special Meeting will take place on Monday, August 22, 2016 at the Ardmore Chamber of Commerce beginning at 4:00 p.m.

Posted at 2:30 on Thursday, August 11, 2016



**SPECIAL MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M. AUGUST 22, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the July 2016 Financials.
4. Consideration and possible action to accept the FY 2015 Audit
5. Consideration and possible action to declare equipment and vehicles from the Ardmore Airpark as described on the attached Exhibit "A" as surplus.
6. Consideration and possible action to authorize the disposal of equipment and vehicles as described on the attached Exhibit "A" to be by sealed bids.
7. Consideration and possible action to accept donation and conveyance of title for 2005 mobile home title number 810002318093 from the State of Oklahoma DOC-131 and
8. Consideration and possible action to authorize the disposal of a 2005 mobile home title number 810002318093 by sealed bids.
9. Consideration and possible action to authorize the Chairman of the Board to execute a Real Estate Purchase and Sale Agreement, and any other necessary documents, to facilitate the sale of real property located at 3435 Cypert, Ardmore, Oklahoma, containing approximately 3.54 acres, to Southwest Sales, Inc. for a total purchase price of \$725,000.00, less the ADA's closing costs and necessary fees.
10. Staff Report
  - a. Airpark & Building Update
  - b. Ameripointe
  - c. Marketing & Prospect Report

**11. Adjourn**

Agenda posted Thursday, August 18, 2016  
Ardmore Development Authority/Chamber of Commerce  
Ardmore City Hall; Ardmore Development Authority website

12:00 pm



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M.      SEPTEMBER 19, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the minutes of the July 18, 2016 Regular Meeting and the August 22, 2016 Special Meeting.
4. Consideration and possible action to accept the August 2016 Financials.
5. Consideration and possible action to engage Rahhal, Henderson and Johnson, PLLC to perform the FY 2016 Audit.
6. Staff Report
  - a. Airpark & Building Update
  - b. Ameripointe
  - c. Marketing & Prospect Report
7. Consideration and possible action to enter into Executive Session for:  
Confidential communications between the Ardmore Development Authority and its attorneys concerning a pending investigation, claim, or action based on a determination by the Ardmore Development Authority, with the advice of its attorneys, that disclosure will seriously impair the ability of the Ardmore Development Authority to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest as authorized by 25 O.S. Section 307 (B)(4). (ATP Development, LLC v. Ardmore Development Authority, Case No. CV-16-54 filed in the District Court of Carter County, State of Oklahoma).
8. Reconvene into Open Meeting
9. Adjourn

Agenda posted Thursday, September 15, 2016  
Ardmore Development Authority/Chamber of Commerce  
Ardmore City Hall; Ardmore Development Authority website

12:00 pm

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

Ardmore Chamber of Commerce  
410 West Main  
Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Jessica Bruha, Thom McGuire

- Item 1: Chairman, Chris Sandvick called the meeting to order at 4:02 p.m.  
Roll was called and the presence of a quorum was declared.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Treasurer that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.
- Item 3: Consideration and possible action to accept the minutes of the June 20, 2016 Regular Meeting.  
Warren Blackmon moved to approve the June 20, 2016 regular meeting minutes. Nancy Sjulín seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the June 2016 financial statements.  
Treasurer Gary Farabough presented the June 2016 financial statements. Steve Jordan moved to accept the June 2016 financial statements. Warren Blackmon seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 5: Consideration and possible action to approve FY 2016-2017 Marketing Plan.  
After a brief explanation from Mita Bates and Andrea Anderson, Gary Farabough made a motion to accept the FY 2016-2017 Marketing Plan. Riley Seals seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 6: Consideration and possible action to approve the FY 2016-2017 Ardmore Development Authority Budget.  
Nancy Sjulín made a motion to accept the FY 2016-2017 Ardmore Development Authority Budget. Warren Blackmon seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed.
- Item 7: Consideration and possible action to approve the 2016-2017 Memorandum of Understanding Between the City and ADA for AIP Project Number 3-40-0005-16-2016 Taxiway Alpha Reconstruction, establishing the ADA's Responsibility to pay the Ten Percent (10%) Local Match, in the Maximum Amount \$605,054.00, Required by the FAA Grant Agreement and for Costs that Exceed the Amount of the Grant Award.  
Chris Bryant and Jen O'Steen provided an explanation of the process involved in applying for the mentioned grant and its necessity. Mark Riesen made a motion to approve the 2016-2017 Memorandum of Understanding between the City and the ADA. Steve Jordan seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín. There were no nay votes and no abstentions. The motion passed.
- Item 8: Consideration and possible action to enter Executive Session for confidential discussion of matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within the ADA's jurisdiction because public disclosure of the matter discussed would violate the confidentiality of the business as authorized by 25 OS. Section 307(c)(10).  
Nancy Sjulín made a motion to enter into Executive Session. Warren Blackmon seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no objections or abstentions. Executive Session began at 4:30 p.m.
- Item 9: Reconvene into Open Session.  
Warren Blackmon made a motion to reconvene into Open Session. Nancy Sjulín seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed. Open Session reconvened at 4:45 p.m.
- Item 10: Consideration and possible action on item discussed in Executive Session pertaining to economic development, including possible authorization for the President & CEO and/or the Chairman of the Board to negotiate with a company considering relocating to Ardmore, which negotiations may include a discussion regarding the sale of land in New Horizons Business Park.



Mark Riesen made a motion to authorize the President & CEO and/or Chairman of the Board to negotiate with a company considering relocation/expansion in Ardmore, which negotiations may include a discussion regarding the sale of land in New Horizons Business Park. Warren Blackmon seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no objections or abstentions. The motion passed.

Item 11: Staff Report

a. Airpark & Building Update

Chris Bryant updated the board on the progress of the new Tower construction at the Airpark as well as the new warehouse. He is also working on relocating trucks currently parked on the runway.

b. Ameripointe

Mita Bates informed the board that a draft of the Master Plan should be completed by the August ADA Board meeting.

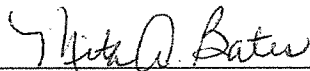
c. Marketing & Prospect Report

Andrea Anderson informed the board that she continues to receive RFPs from the Oklahoma Department of Commerce.

Item 12: Adjourn

With no further items to discuss, Warren Blackmon made a motion to adjourn. Steve Jordan seconded. Warren Blackmon, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Riley Seals, Nancy Sjulín voted aye. There were no nay votes and no abstentions. The motion passed. The meeting was adjourned at 4:53 p.m.

Respectfully Submitted:

  
Secretary

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF SPECIAL MEETING  
August 22, 2016, 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, Phillip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Thom McGuire, Jen O'Steen, Jessica Bruha, Mary Johnson, Jill Luker

- Item 1: Chairman, Chris Sandvick called the meeting to order at 4:04 p.m.  
The Chair declared the presence of a quorum.
- Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 48 hours prior to the meeting.  
  
\*Phillip Washington arrived at 4:06 p.m.
- Item 3: Consideration and possible action to accept July 2016 Financials.  
Mita Bates presented the Board with an overview of the July 2016 financial statements.  
Ron Crosby made a motion to accept the July 2016 Financials. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.
- Item 4: Consideration and possible action to accept the FY 2015 Audit.  
Mary Johnson of Rahhal, Henderson, Johnson PLLC provided the board with a brief summary of the FY 2015 Audit. Mark Riesen made a motion to accept the FY 2015 Audit as presented. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.  
Following the vote, Mrs. Johnson and Mrs. Luker left the meeting.
- Item 5: Consideration and possible action to declare equipment and vehicles from the Ardmore Airpark as described on the attached Exhibit "A" as surplus.  
Chris Bryant described the items to be declared as surplus to the board. Phillip Washington made a motion to declare equipment and vehicles from the Ardmore Airpark as described on the attached Exhibit "A" as surplus. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.
- Item 6: Consideration and possible action to authorize the disposal of equipment and vehicles as described on the attached Exhibit "A" to be by sealed bids.  
Jen O'Steen described the process by which the items would be disposed. Ron Crosby made a motion to authorize the disposal of equipment and vehicles as described on the attached Exhibit "A" to be by sealed bids. Nancy Sjulín seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.
- Item 7: Consideration and possible action to accept donation and conveyance of title for 2005 mobile home title number 810002318093 from the State of Oklahoma DOC-131.  
Nancy Sjulín made a motion to accept donation and conveyance of title for 2005 mobile home title number 810002318093 from the State of Oklahoma DOC-131. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.
- Item 8: Consideration and possible action to authorize the disposal of a 2005 mobile home title number 810002318093 by sealed bids.  
Nancy Sjulín made a motion to authorize the disposal of a 2005 mobile home title number 810002318093 by sealed bids. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.
- Item 9: Consideration and possible action to authorize the Chairman of the Board to execute a Real Estate Purchase and Sale Agreement, and any other necessary documents, to facilitate the sale of real property located at 3435 Cypert, Ardmore, Oklahoma, containing approximately 3.54 acres, to Southwest Sales, Inc. for a total purchase price of \$725,000, less the ADA's closing costs and necessary fees.  
Warren Blackmon made a motion to authorize the Chairman of the Board to execute a Real Estate Purchase and Sale Agreement, and any other necessary documents, to facilitate the sale of real property located at 3435 Cypert, Ardmore, Oklahoma, containing

approximately 3.54 acres, to Southwest Sales, Inc. for a total purchase price of \$725,000, less the ADA's closing costs and necessary fees. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.

Item 10: Staff Report

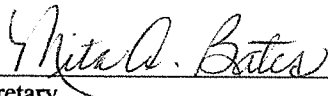
- a. Airpark & Building Update- Chris Bryant informed the board that the new warehouse should be completed in December 2016 and the control tower in February 2017.
- b. Ameripointe- Mita Bates informed the board that a rough draft of the Master Plan has been received. It was suggested that the Airpark Committee schedule a time to meet and review the rough draft before a meeting is set with Sovereign.
- c. Marketing & Prospect Report- Andrea Anderson updated the board on the number of RFPs being received. Chris Bryant is to get spec drawings of the new warehouse so that it can be effectively marketed ahead of completion. Mita Bates also informed the board that she and Mrs. Anderson would be attending the Oklahoma Department of Commerce Foreign Direct Investment Planning Retreat the following day.

Item 11: Adjourn.

With no further business to discuss, Ron Crosby moved to adjourn Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.

Meeting adjourned at 4:32 P.M.

Respectfully Submitted:

  
Secretary

**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M.      OCTOBER 17, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the minutes of the September 19, 2016 Regular Meeting.
4. Consideration and possible action to accept the September 2016 Financials.
5. Consideration and possible action to sell as surplus, following a bid opening on October 22, 2016 to the best qualified bid:
  - 2010 John Deere Tractor Model 6100D with attached brush hog, Serial number 1P06100BCAT020068
  - 1974 Ford Tractor Model MOTT-6610, Serial number 2930aCJ25373
  - 2014 Frontier Finish Mower Attachment Model GM-6610, Serial number 1XFGM10XCD0002435
  - 2012 John Deere Zero Turn Mower Model 2930A, Serial number I7C930ACTCT090995
  - 2006 Ford Econoline Van VIN#1FBSS31L46HB22565
6. Consideration and possible action to acknowledge receipt of the Airpark Logistics Report with Master Plan Concepts prepared by GKSF Global Research, Inc.
7. Consideration and possible action to approve funding to widen River Side Road at the Ardmore Industrial Airpark, upon receipt of engineering report, in an amount not to exceed \$25,000.00.
8. Consideration and possible action to approve:  
Contract to Provide Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark between the Ardmore Development Authority and Pro-Tec Fire Service, LTD, for one year in the amount of \$680,000.00.
9. Appointment of Nominating Committee for recommendations of individuals to serve as Trustees of the Ardmore Development Authority for a three year term beginning 1-1-2017.
10. Staff Report
  - a. Airpark & Building Update
  - b. Ameripointe
  - c. Marketing & Prospect Report
11. Adjourn

Agenda posted Thursday, October 13, 2016  
Ardmore Development Authority/Chamber of Commerce  
Ardmore City Hall; Ardmore Development Authority website

2:20 pm

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
September 19, 2016 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main  
Ardmore OK 73401

TRUSTEES PRESENT: Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Philip Washington  
EX-OFFICIO TRUSTEES:  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jessica Bruha, Thom McGuire

Item 1: Vice Chairman, Ron Crosby called the meeting to order at 4:02 p.m.  
Roll was called and the presence of a quorum was declared.

Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Vice Chairman that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.

Item 3: Consideration and possible action to accept the minutes of the July 18, 2016 Regular Meeting and the August 22, 2106 Special Meeting.  
Philip Washington moved to accept the minutes of the July 18, 2016 Regular Meeting and the August 22, 2106 Special Meeting. Riley Seals seconded the motion. Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 4: Consideration and possible action to accept the August 2016 financial statements.  
Treasurer Gary Farabough presented the August 2016 financial statements. Steve Jordan moved to accept the August 2016 financial statements. Mark Riesen seconded. Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 5: Consideration and possible action to engage Rahhal, Henderson and Johnson, PLLC to perform the FY 2016 Audit.  
Mita Bates informed the board that a standard letter of engagement was sent to Rahhal, Henderson and Johnson, PLLC and that the completed FY 2016 Audit would be delivered by February 21, 2017. Gary Farabough made a motion to engage Rahhal, Henderson and Johnson, PLLC to perform the FY 2016 Audit. Philip Washington seconded. Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 6: Staff Report


- a. Airpark & Building Update- Chris Bryant updated the board on the progress of the Control Tower and new Warehouse construction projects at the Airpark. The final payment has been made on the project for Runway 1735. The Taxiway Alpha project will to begin within the next 30 to 45 days. There are no projects planned for FY 2018-2019.
- b. AmeriPointe-Mita Bates informed the board that she and Chris Sandvick met with Brad Haines and J.T. Phillips. An AmeriPointe marketing person has been hired and will start on October 1. The final draft of the Master Plan for AmeriPointe will be complete within 30 days.
- c. Marketing & Prospect Report- Andrea Anderson briefed the board on her attendance at the Solar Power International Show in Las Vegas in conjunction with ODOC. She will be attending the annual meeting of the International Economic Development Council in Cleveland, September 25-28.

Item 7: Consideration and possible action to enter into Executive Session for: Confidential communications between the Ardmore Development Authority and its attorneys concerning a pending investigation, claim, or action based on a determination by the Ardmore Development Authority, with the advice of its attorneys, that disclosure will seriously impair the ability of the Ardmore Development Authority to process the claim or conduct a pending investigation, litigation, or proceeding, in the public interest as authorized by 25 O.S. Section 307(B)(4). (ATP Development, LLC v. Ardmore Development Authority, Case No. CV-16-54 filed in the District Court of Carter County, State of Oklahoma). Mita Bates explained to the board that a scheduling meeting has been set with Judge Dennis Morris for October 3, 2016.  
No Executive Session.

Item 9: Adjourn

With no further items to discuss, Philip Washington made a motion to adjourn. Riley Seals seconded. Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed. The meeting was adjourned at 4:27 p.m.

Respectfully Submitted:

  
Secretary



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M.      NOVEMBER 21, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the minutes of the October 17, 2016 Regular Meeting.
4. Consideration and possible action to accept the October 2016 Financials.
5. Consideration and possible action to authorize payoff of IMTEC II indebtedness with a principal balance of \$176,941.86 and all accrued interest.
6. Consideration and possible action to approve installation 6 new infrared heating units – Beetle Plastics in an amount not to exceed \$9800.00.
7. Consideration and possible action to engage HW Lochner Engineering to provide a Scope of Services for expansion of infrastructure at the Ardmore Industrial Airpark.
8. Presentation by Scott Pribula, AmeriPointe Logistics Hub, LLC.
9. Staff Report
  - a. Introduction of new Manager of Airport Operations
  - b. Airpark & Building Update
  - c. Marketing & Prospect Report
10. Adjourn

Agenda posted Thursday, November 17, 2016  
Ardmore Development Authority/Chamber of Commerce  
Ardmore City Hall; Ardmore Development Authority website

3:00 pm

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, Philip Washington  
EX-OFFICIOS TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jennifer O'Steen, Jessica Bruha, Thom McGuire

Item 1: Chairman, Chris Sandvick called the meeting to order at 4:00 p.m.  
Roll was called and the presence of a quorum was declared.

Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chairman that the agenda of the meeting was posted in prominent public view of the principal office of the Authority and that it had been posted at least 24 hours prior to the meeting.

Item 3: Consideration and possible action to accept the minutes of the September 19, 2016 Regular Meeting.  
Steve Jordan moved to accept the minutes of the September 19, 2016 Regular Meeting. Mark Riesen seconded the motion. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 4: Consideration and possible action to accept the September 2016 Financials.  
Treasurer Gary Farabough presented the September 2016 financial statements. Gary Farabough moved to accept the September 2016 financial statements. Ron Crosby seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 5: Consideration and possible action to sell as surplus, following a bid opening on October 22, 2016 to the best qualified bid:

- 2010 John Deere Tractor Model 6100D with attached brush hog, Serial number 1P06100BCAT020068
- 1974 Ford Tractor Model MOTT-6610, Serial number 2930aCJ25373
- 2014 Frontier Finish Mower Attachment Model GM-6610, Serial number 1XFGM10XCD0002435
- 2012 John Deere Zero Turn Mower Model 2930A, Serial number I7C930ACTCT090995
- 2006 Ford Econoline Van VIN#1FBSS31L46HB22565

An oral motion was made by Steve Jordan to correct the date of the bid opening to October 12, 2016. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes or abstentions. The motion passed.

Chris Bryant informed the board of the number of bids received on each item and the highest bid received. He also confirmed that each bid was qualified. The following were the high bids:

- 2010 John Deere Tractor Model 6100D with attached brush hog, Serial number 1P06100BCAT020068-\$18,000.00 Johnny Burrís
- 1974 Ford Tractor Model MOTT-6610, Serial number 2930aCJ25373 - \$500.00 Johnny Burrís
- 2014 Frontier Finish Mower Attachment Model GM-6610, Serial number 1XFGM10XCD0002435 - \$250.00 – Jim South
- 2012 John Deere Zero Turn Mower Model 2930A, Serial number I7C930ACTCT090995- \$800.00 Johnny Burrís
- 2006 Ford Econoline Van VIN#1FBSS31L46HB22565 - \$2500.00 Johnny Burrís

Gary Farabough made a motion to sell as surplus, to the best qualifying bid as indicated above. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 6: Consideration and possible action to acknowledge receipt of the Airpark Logistics Report with Master Plan Concepts prepared by GKSF Global Research, Inc.

Mita Bates informed the board that the Airpark Committee had reviewed the Master Plan and agreed that the plan is a good start. Steve Jordan made a motion to acknowledge receipt of the Airpark Logistics Report with Master Plan Concepts prepared by GKSF Global Research, Inc. Mark Riesen seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 7: Consideration and possible action to approve funding to widen River Side Road at the Ardmore Industrial Airpark, upon receipt of engineering report, in an amount not to exceed \$25,000.00.

Mita Bates and Chris Bryant explained the need for the road widening due to the anticipated number of large trucks traveling the section of the Airpark serviced by River Side Road. After brief discussion, Mark Riesen made a motion to approve funding to widen River Side Road at the Ardmore Industrial Airpark, upon receipt of engineering report, in an amount not to exceed \$25,000.00. Steve Jordan seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 8: Consideration and possible action to approve:

Contract to Provide Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark between the Ardmore Development Authority and Pro-Tec Fire Service, LTD, for one year in the amount of \$680,000.00.

Chris Bryant provided information on the role Pro-Tec Fire Service plays at the Airpark and in neighboring communities. JD Spohn also provided cost information on the City of Ardmore providing the same services. Warren Blackmon made a motion to approve a contract to Provide Resource Protection and Aircraft Rescue and Firefighting Services at Ardmore Industrial Airpark between the Ardmore Development Authority and Pro-Tec Fire Service, LTD, for one year in the amount of \$680,000.00. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 9: Appointment of Nominating Committee for recommendations of individuals to serve as Trustees of the Ardmore Development Authority for a three year term beginning 1-1-2017.

Chris Sandvick informed the board that he, Ron Crosby, Mark Riesen, and a person to be appointed by the City of Ardmore would serve on the Nominating Committee.

Item 10: Staff Report

- a. Airpark & Building Update- Chris Bryant updated the board on the progress of the new Warehouse and FAA Control Tower construction projects at the Airpark. The Taxiway Alpha project will begin on November 1. King Aerospace will provide an update to improvement plans at the November ADA board meeting. Mr. Bryant is also in the process of obtaining estimates to update the heating units within the Beetle Plastics facility.
- b. AmeriPointe-Mita Bates informed the board that Scott Pribula has been named the new Chief Operating Officer for AmeriPointe and will invite him to the November board meeting.
- c. Marketing & Prospect Report- Mita Bates informed the board that she recently visited the Michelin corporate offices in Greenville, SC and also attended the International Asset Management Council meeting. Andrea Anderson informed that board that she received a scholarship in the amount of \$1,400.00 from the Oklahoma Economic Development Council to attend the November session of the University of Oklahoma Economic Development Institute. She also updated the board on a meeting that she and Mita Bates had with HMC Global, the European marketing company representing the state of Oklahoma.

Item 11: Adjourn

With no further items to discuss, Warren Blackmon made a motion to adjourn. Steve Jordan seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Philip Washington voted aye. There were no nay votes and no abstentions. The motion passed. The meeting was adjourned at 5:01 p.m.

Respectfully Submitted:

  
Secretary



**REGULAR MEETING  
ARDMORE DEVELOPMENT AUTHORITY  
4:00 P.M.      DECEMBER 19, 2016  
ARDMORE CHAMBER OF COMMERCE  
410 W MAIN  
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 accept the minutes of the November 21, 2016 Regular Meeting, and the minutes of the December 5, 2016 Special Meeting.
4. Consideration and possible action to accept the November 2016 Financials.
5. Consideration and possible action to approve the Loan/Lease Agreement (Schedule 13) in an amount up to \$13,544,233.01 of Additional Equipment for Michelin North America, Inc. in accordance with the Amendments to the Master Equipment Lease Agreement and the Loan and Security Agreement and the Amended and Restated Promissory Note for \$540,000,000.00 approved December 21, 2015.
6. Consideration and possible action to approve expenditure of funds to complete road improvement on Sawmill Road in an amount not to exceed \$22,900.00 to Dirtworks, Inc.
7. Consideration and possible action to approve the engagement of Blackbird Environmental, LLC to provide environmental services for the wetland delineation project at the Ardmore Industrial Airpark in an amount not to exceed \$5,700.00.
8. Consideration and possible action to approve the engagement of HW Lochner Engineering for engineering to bring infrastructure to the east side of the Ardmore Industrial Airpark in the amount of \$53,500.00 for basic services and \$39,925.00 for special services.
9. Consideration and possible action to enter into a Sublease Agreement with Tactical Electronics and Military Supply, LLC, for aircraft parking area space at the Ardmore Industrial Airpark for a one year term beginning April 1, 2017, renewable on a month-to-month basis thereafter, for up to twelve additional months, in exchange for rent in the amount of \$2,000.00 per month.
10. Ardmore Development Authority Nominating Committee Report.
11. Consideration and possible action to recommend individuals to serve as Trustees for the Ardmore Development Authority for terms beginning in January 2017.
12. Consideration and possible action to elect officers for the Ardmore Development Authority for 2017.
13. Staff Report
  - a. 2017 Meeting Schedule
  - b. Airpark & Building Update
  - c. Marketing & Prospect Report
14. Adjourn

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
November 21, 2016 4:00 P.M.

Ardmore Chamber of Commerce  
410 West Main  
Ardmore OK 73401

TRUSTEES PRESENT: Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington  
TRUSTEES ABSENT: Chris Sandvick  
EX-OFFICIO TRUSTEES: JD Spohn  
STAFF: Mita Bates, Chris Bryant, Andrea Anderson, Kacie Wilson  
GUESTS: Jessica Bruha, Thom McGuire, Jim Pratt, Scott Pribula, Brad Haines, Chase Tindle

Item 1: Vice Chairman, Ron Crosby called the meeting to order at 4:01 p.m.  
Roll was called and the presence of a quorum was declared.

Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President informed the Chairman that the agenda of the meeting was posted in prominent public view of the principal office of the Authority, City Hall and on the ADA website and that it was posted at least 24 hours prior to the meeting.

Item 3: Consideration and possible action to accept the minutes of the October 17, 2016 Regular Meeting.  
Warren Blackmon moved to accept the minutes of the October 17, 2016 Regular Meeting. Riley Seals seconded the motion. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 4: Consideration and possible action to accept the October 2016 Financials.  
Treasurer Gary Farabough presented the October 2016 financial statements. Mark Riesen moved to accept the October 2016 financial statements. Riley Seals seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 5: Consideration and possible action to authorize payoff of IMTEC II indebtedness with a principal balance of \$176,941.86 and all accrued interest.

Mita Bates explained that due to the sale of the Rush Trucking building funds are available to payoff the indebtedness from IMTEC II with funds remaining from the sale. Gary Farabough made a motion to authorize payoff of IMTEC II indebtedness with a principal balance of \$176,941.86 and all accrued interest. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 6: Consideration and possible action to approve installation of 6 new infrared heating units- Beetle Plastics in an amount not to exceed \$9,800.00.

Mita Bates informed the board that the heating units currently in the Beetle Plastics building are from the 1970s and no longer up to safety standards. Chris Bryant contacted three local vendors regarding new units, with two sending in estimates. Vernon's Plumbing, Heating & Air Conditioning returned the lowest bid for three new units at \$1,628 per unit. Steve Jordan made a motion to approve installation of 6 new infrared heating units- Beetle Plastics in an amount not to exceed \$9,800.00. Mark Riesen seconded. Warren Blackmon seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 7: Consideration and possible action to engage HW Lochner Engineering to provide a Scope of Services for expansion of infrastructure at the Ardmore Industrial Airpark.

Mita Bates explained that in order to continue development at the Ardmore Industrial Airpark infrastructure would need to be expanded to the east side of the park. After brief discussion, Warren Blackmon made a motion to engage HW Lochner Engineering to provide a Scope of Services for expansion of infrastructure at the Ardmore Industrial Airpark. Riley Seals seconded. Warren Blackmon, Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed.

Item 8: Presentation by Scott Pribula, AmeriPointe Logistics Hub, LLC.

Scott Pribula, COO of AmeriPointe Logistics Hub, presented the board with the development plans for AmeriPointe. The first unit train is expected in the park within the next two to three weeks. Mr. Pribula reiterated the need for an infrastructure development plan in order to move forward.

Warren Blackmon left the meeting at 4:50 p.m.

Item 9: Staff Report

- a. Introduction of new Manager of Airport Operations- Mita Bates introduced Chase Tindle, the new Manager of Airport Operations, to the board. Mr. Tindle's duties will be split with the City of Ardmore as he will be in charge of the Ardmore Executive Airport as well. Chris Bryant has already begun introducing him to aviation partners. Mrs. Bates also informed the board that a search is underway for a Property Manager for the industrial parks.
- b. Airpark & Building Update- Chris Bryant updated the board on the progress of the new Warehouse and FAA Control Tower construction projects. The Tower is expected to be complete in late January or early February. The Warehouse is on schedule to be complete in mid-December. The first section of the Taxiway Alpha project has begun and has 100 days to be complete.
- c. Marketing & Prospect Report- Andrea Anderson informed the board that the number of Requests for Proposals is remaining steady.

Item 11: Adjourn

With no further items to discuss, Steve Jordan made a motion to adjourn. Nancy Sjulín seconded. Ron Crosby, Gary Farabough, Steve Jordan, Mark Riesen, Riley Seals, Nancy Sjulín, Phillip Washington voted aye. There were no nay votes and no abstentions. The motion passed. The meeting was adjourned at 5:19 p.m.

Respectfully Submitted:

  
Secretary

ARDMORE DEVELOPMENT AUTHORITY  
BOARD OF TRUSTEES  
MINUTES OF SPECIAL MEETING  
December 7, 2016, 8:30 A.M.

Ardmore Chamber of Commerce  
410 West Main St., Ardmore OK 73401

TRUSTEES PRESENT: Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, Phillip Washington

STAFF: Mita Bates, Andrea Anderson, Tyler Young, Chase Tindle

GUESTS: Mayor Doug Pfau, Jessica Bruha

Item 1: Chairman, Chris Sandvick called the meeting to order at 8:34 a.m.  
The Chair declared the presence of a quorum.

Item 2: Confirmation of compliance with Open Meeting Act.  
ADA President, Mita Bates, informed the Chair that the agenda of the meeting was posted in prominent public view of the principal office of the Authority, at City Hall and on the ADA website at least 48 hours prior to the meeting.

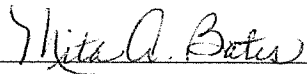
Item 3: Consideration and possible action to approve Change Order #3 to the Air Traffic Control Modernization for Ardmore Municipal Airport, Ardmore, Oklahoma 73401 in the amount of \$21,514.00.  
After a brief discussion, Mark Riesen made a motion to approve Change Order #3 to the Air Traffic Control Modernization for Ardmore Municipal Airport, Ardmore, Oklahoma 73401 in the amount of \$21,514.00. Phillip Washington seconded. Warren Blackmon, Ron Crosby, Mark Riesen, Chris Sandvick, Nancy Sjulín, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.

Item 11: Adjourn.

With no further business to discuss, Phillip Washington moved to adjourn. Gary Farabough seconded. Ron Crosby, Gary Farabough, Mark Riesen, Chris Sandvick, and Phillip Washington voted aye. There were no nay votes or abstentions. The motion passed.

Meeting adjourned at 8:37 a.m.

Respectfully Submitted:

  
Secretary