



Members of the Ardmore Development Authority Board of Trustees will be present at the All Boards Strategic Planning Session on Wednesday, January 12, 2022 from 11:30 a.m. to 4:00 p.m. at the Lake Murray Lodge. No business will be conducted or discussed.

Posted: Tuesday, January 11, 2022 at 11:45 a.m.

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

**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. JANUARY 18, 2022
ARDMORE CHAMBER OF COMMERCE
410 W MAIN
ARDMORE, OK. 73401**

.....

1. CALL TO ORDER AND ROLL CALL AND DECLARATION OF QUORUM.
2. CONFIRMATION OF COMPLIANCE WITH THE OPEN MEETING ACT.
3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 20, 2021.
4. CONSIDERATION AND POSSIBLE ACTION TO ACCEPT THE DECEMBER 2021 FINANCIALS.
5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE REQUEST BY MICHELIN NORTH AMERICA TO EXERCISE THE OPTION TO PURCHASE ASSETS SUBJECT TO THE PROVISIONS OF LEASE SCHEDULE NO.3, DATED DECEMBER 29, 2006 AND MATURING JANUARY 15, 2022 AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES FOR MAB ADVISORY LLC (MITA BATES) PURSUANT TO THE ACCEPTANCE OF THE PROPOSAL FOR SERVICES APPROVED AT THE DECEMBER 20, 2021 ARDMORE DEVELOPMENT AUTHORITY BOARD MEETING AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
7. CONSIDERATION AND POSSIBLE ACTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF:
 - a. Discussing the employment, hiring, appointment, promotion, demotion, discipling, or resignation of an individual salaried public officer or employee (Appointment of Vice President) under provisions of 25 O.S. §307B(1).
 - b. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C(11).
8. CONSIDERATION AND POSSIBLE ACTION TO RECONVENE TO OPEN SESSION.
9. CONSIDERATION AND POSSIBLE ACTION TO APPOINT DAN LUTTRELL AS VICE PRESIDENT OF INDUSTRIAL ASSETS.
10. NEW BUSINESS: (As defined by the Oklahoma Open Meeting Act 25 OK Statutes 311 (A)(9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda.”
11. STAFF REPORTS:
 - a. Airport
 - b. Industrial Parks
 - c. Marketing
12. ADJOURN

Agenda posted: January 13, 2022, 10:00 am

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

**AGENDA
SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. FEBRUARY 3, 2022
ARDMORE CHAMBER OF COMMERCE
410 W MAIN
ARDMORE, OK. 73401**

1. CALL TO ORDER AND ROLL CALL AND DECLARATION OF QUORUM.
2. CONFIRMATION OF COMPLIANCE WITH THE OPEN MEETING ACT.
3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES WITH H.W. LOCHNER FOR THE MRO HANGAR DESIGN (CIVIL) AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES WITH H.W. LOCHNER TO DEVELOP A PAVEMENT CONDITION NUMBER (PCN) FOR AIRFIELD PAVEMENTS AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
5. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES WITH H.W. LOCHNER FOR ENGINEERING DESIGN TO CONSTRUCT 8' SHOULDERS FOR TURNS ON TAXIWAY E AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
6. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT WITH DOLLAR GENERAL FOR INSTALLING, MAINTAINING, AND SUPPORTING A MUTUALLY AGREED UPON SECURITY SYSTEM, AS WELL AS THE MONTHLY MONITORING FEES FOR A SECURITY SYSTEM FOR THE WAREHOUSE FACILITY LOCATED AT 425 NORTHRUP DRIVE, ARDMORE, OKLAHOMA, AND DOLLAR GENERAL REIMBURSING THE ADA FOR THE MONTHLY FEE INCURRED FOR THE SYSTEM AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
7. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR PROFESSIONAL SERVICES WITH THE OKLAHOMA LOBBY GROUP, LLC FOR LEGISLATIVE ADVOCACY ACTIVITY IN CONJUNCTION WITH THE ADA APPLICATION FOR ARPA FUNDS AND ANY ADDITIONAL LEGISLATIVE ISSUES THAT MIGHT ARISE AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
8. ADJOURN

Agenda posted: February 1, 2022, 9:00 am

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

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
February 3, 2022, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES:
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Mita Bates, Thom McGuire

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

T.J. Riley called the meeting to order at 4:00 p.m.

Item 2: Confirmation of compliance with Open Meeting Act.

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

Item 3: Consideration and possible action to approve the agreement for professional services with H.W. Lochner for the MRO Hangar Design (civil) and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy explained to the board that the civil work previously done for the site would have to be reconfigured due to design changes on the new proposed hangar facility. Dan Luttrell further explained that the geotechnical services previously performed would be able to be used and would provide a cost savings for the project of approximately \$15,000.00. The total for the agreement is \$79,100.00. After a brief discussion, Jake Charnock motioned to approve the agreement for professional services with H.W. Lochner for the MRO Hangar Design (civil). Dr. Craig Gerken seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 4: Consideration and possible action to approve the Agreement for Professional Services with H.W. Lochner to develop a pavement condition number (PCN) for airfield pavements and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Mr. Murphy explained to the board that with the various projects and developments occurring at the Airpark, runway 1735 and the taxiways need to be tested to know their current capabilities and help with planning future pavement-related projects. This agreement would total \$22,900.00. After a brief discussion, Mike Whitson motioned to approve the Agreement for Professional Services with H.W. Lochner to develop a pavement condition number (PCN) for airfield pavements. Jake Charnock seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve the agreement for professional services with H.W. Lochner for engineering design to construct 8' shoulders for turns on taxiway E and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Mr. Murphy informed the board that this agreement would be for \$21,900.00. Dan Luttrell explained that this project would also be necessary with the growth of the Airpark and an increase in aviation operations for larger aircraft. Mr. Luttrell further explained that he would be working with current and future tenants to increase operations to a level that would qualify the project for FAA reimbursement. Dr. Craig Gerken motioned to approve the agreement for professional services with H.W. Lochner for engineering design to construct 8' shoulders for turns on taxiway E. Eric Howard seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were not nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve the agreement with Dollar General for installing, maintaining, and supporting a mutually agreed upon security system, as well as the monthly monitoring fees for a security system for the Warehouse Facility located at 425 Northrup Drive, Ardmore, Oklahoma, and Dollar General reimbursing the ADA for the monthly fee incurred for the system and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that the ADA would make the initial purchase of monitoring equipment for the warehouse being leased by Dollar General in the amount of \$4,155.00. Dollar General will then reimburse the monthly monitoring cost of \$184.00 at the time of their monthly lease payment. Dan Luttrell further explained that should Dollar General vacate the building at the end of their current lease, the equipment would stay and could be used with the next tenant. Mike Whitson motioned to approve the agreement with Dollar General for installing, maintaining, and supporting a mutually agreed upon security system, as well as the

monthly monitoring fees for a security system for the Warehouse Facility located at 425 Northrup Drive, Ardmore, Oklahoma, and Dollar General reimbursing the ADA for the monthly fee incurred for the system. Jake Charnock seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve the agreement for professional services with the Oklahoma Lobby Group, LLC for legislative advocacy activity in conjunction with the ADA application for ARPA fund and any additional legislative issues that arise and the approval or rejections of any amendments proposed or considered by the board at the time of the meeting.

Bill Murphy explained that with the number of infrastructure projects the ADA has requested funding for at the Ardmore Industrial Airpark, it would benefit the organization to have daily representation at the State Capitol to help address questions that may arise. Mita Bates then explained to the board that Clayton Taylor, principle of Oklahoma Lobby Group has worked with multiple companies and organizations in Southern Oklahoma for many years and is familiar with the community. Mrs. Bates also provided information on the ADA's use of Mr. Taylor on previous issues. Mr. Murphy then told the board as part of the agreement Oklahoma Lobby Group would also provide services for other infrastructure and legislative issues that may arise over the course of the agreement. The board will be provided a monthly summary of activities related to the agreement. Mr. Murphy informed the board that the agreement would be \$5,000.00 per month for twelve months, totally \$60,000.00. After a brief discussion, Jake Charnock motioned to approve the agreement for professional services with the Oklahoma Lobby Group, LLC for legislative advocacy activity in conjunction with the ADA application for ARPA fund and any additional legislative issues that arise. Mike Whitson seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Jake Charnock seconded. Jake Charnock, Dr. Craig Gerken, Eric Howard, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Respectfully Submitted:

William P. Murphy, Secretary

**AGENDA
SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. FEBRUARY 22, 2022
ARDMORE CONVENTION CENTER
2401 NORTH ROCKFORD ROAD
ARDMORE, OK. 73401**

.....

1. CALL TO ORDER AND ROLL CALL AND DECLARATION OF QUORUM.
2. CONFIRMATION OF COMPLIANCE WITH THE OPEN MEETING ACT.
3. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 18, 2022 AND THE SPECIAL MEETING MINUTES OF FEBRUARY 3, 2022.
4. CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR A TAX-EXEMPT MUNICIPAL LEASE FOR PURCHASE FOR A ROSENBAUER 6X6 FIRE TRUCK WITH LEASE SERVICING CENTER, INC. DBA NCL GOVERNMENT CAPITAL FOR FIVE (5) YEARS WITH ANNUAL LEASE PAYMENTS OF \$87,676.85 AND A ONE TIME BUYDOWN OF \$450,000 AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.
5. CONSIDERATION AND POSSIBLE ACTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C(11).
6. STAFF REPORTS:
 - a. Airport
 - b. Industrial Parks
 - c. Marketing
7. ADJOURN

Agenda posted: February 19, 2022, 9:00 am
Ardmore Development Authority; Ardmore Chamber of Commerce; Ardmore Development Authority Website; Ardmore City Hall; Ardmore Convention Center

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
February 22, 2022 4:00 P.M.

Ardmore Convention Center
2401 North Rockford Road
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson

EX-OFFICIOS TRUSTEES:

STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell

GUESTS: Mita Bates

Item 1: CALL TO ORDER AND ROLL CALL AND DECLARATION OF QUORUM.

T.J. Riley called the meeting to order at 4:00 p.m.

Item 2: CONFIRMATION OF COMPLIANCE WITH THE OPEN MEETING ACT.

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

*Jake Charnock arrived at 4:01 p.m.

Item 3: CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 18, 2022 AND THE SPECIAL MEETING MINUTES OF FEBRUARY 3, 2022.

Steve Rhines motioned to approve the minutes of the Regular Meeting of January 18, 2022 and the Special Meeting of February 3, 2022. Mike Whitson seconded. Scott Chapman, Jake Charnock, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson vote aye. There were no nays or abstentions. The motion passed.

Item 5: PRESENTATION OF THE ARDMORE COMPREHENSIVE HOUSING STUDY

Steve Spillette and Ty Jacobsen of Community Development Strategies presented the findings of the Ardmore Comprehensive Housing Study via Zoom. Following the presentation and questions of the CDS team, Ms. Anderson informed the board that Mr. Spillette would be in Ardmore to present the findings on Thursday, March 10 to multiple groups.

*Dr. Craig Gerken arrived at 4:07 p.m. and Dr. Pam Kimbrough arrived at 4:15 p.m.

Item 4: CONSIDERATION AND POSSIBLE ACTION TO ACCEPT THE JANUARY 2022 FINANCIALS.

Scott Chapman presented the January 2022 financial report. After a discussion, Jake Charnock motioned to approve the January 2022 Financials. Eric Howard seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE AGREEMENT FOR A TAX-EXEMPT MUNICIPAL LEASE FOR PURCHASE FOR A ROSENBAUER 6X6 FIRE TRUCK WITH LEASE SERVICING CENTER, INC. DBA NCL GOVERNMENT CAPITAL FOR FIVE (5) YEARS WITH ANNUAL LEASE PAYMENTS OF \$87,676.85 AND A ONE TIME BUYDOWN OF \$450,000 AND THE APPROVAL OR REJECTION OF ANY AMENDMENTS PROPOSED OR CONSIDERED BY THE BOARD AT THE MEETING.

Dan Luttrell informed the board that since presenting information on the truck at the December board meeting, he had been in contact with the company regarding lease options. Mr. Luttrell also reminded the board that \$450,000 had been budgeted to purchase a used truck but that he had been unable to find one for sale that would meet the requirements of the FAA. The \$450,000.00 budgeted would now be used as a down payment of a new truck, leaving a balance of \$844,129.00. The truck will take approximately 14 months to build and the first payment will not be due until March 2023. During the discussion, Bill Murphy also reminded the board that the new truck would meet the requirement set by the FAA for current tenants of the Airpark as well as future growth. With no further discussion, Mike Whitson motioned to approve the agreement for a tax-exempt municipal lease for purchase for a Rosenbauer 6 x6 fire truck with Lease Servicing Center, Inc. DBA NCL Government Capital for five (5) years with annual lease payments of \$87,676.85 and a one time buydown of \$450,000.00. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: CONSIDERATION AND POSSIBLE ACTION TO ENTER EXECUTIVE SESSION FOR THE PURPOSE OF:

- a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C(11).

Dr. Pam Kimbrough motioned to enter Executive Session. Dr. Craig Gerken seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 5:18 p.m.

Item 8: CONSIDERATION AND POSSIBLE ACTION TO RECONVENE TO OPEN SESSION.

Jake Charnock motioned to reconvene open session. Scott Chapman seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Open session reconvened at 5:35 p.m.

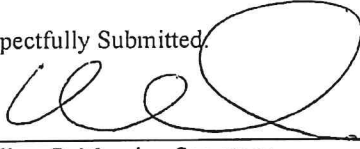
Item 9: STAFF REPORTS

- a. Airport- Dan Luttrell reported that airport traffic count for January was up 2% compared to January 2021. Runway 13/31 rehab has begun and will be complete by then end of March. The design is complete for the Taxiway E widening project and will be going out for bid next week. The PCN study is moving forward with all boring being scheduled to coincide with the 13/31 rehab and closure of 17/35. Also, the final design for the MALSR project is ready to be submitted to the FAA for approval. Finally, Mr. Luttrell reported the FAA will be granting an additional \$295,000.00 per year for the next five years for the Ardmore Municipal Airport.
- b. Industrial Parks- Dan Luttrell reported that demolition of the former Beetle building is complete and that the remaining steel is being removed from the site. Also, EST has completed the design for the EDA Waterline Project and will be submitting to the Department of Environmental Quality for approval. Finally, the City of Ardmore is issuing a contract for the demolition of the old Department of Corrections facility as part of the new sanitary sewer treatment plant.
- c. Marketing Report- Andrea Anderson updated the trustees on projects. She is also deep into the planning of the 2022 Lt. Governor's Turkey Hunt. Finally, Ms. Anderson provided the date and times for the housing study presentations.
- d. Legislative- Mita Bates updated the board on progress with Oklahoma Lobbying Group. Mrs. Bates also informed the board of some bills that she and OLG are watching as they move through committees.

Item 18: Adjourn

With no further business, Jake Charnock motioned to adjourn the meeting. Eric Howard seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:52 p.m.

Respectfully Submitted,



William P. Murphy, Secretary

**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. MARCH 21, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

.....

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Special Meeting of February 22, 2022.
4. Consideration and possible action to accept the February 2022 Financials
5. Consideration and possible action to approve the agreement for a sublease agreement with the Continental Intermodal Group – Trucking LLC for use of office space at the Terminal Building 620 General Drive, Ardmore, OK 73402 for \$150/month and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Consideration and possible action to approve the agreement for a sublease agreement with Small Business Aviation, Inc for use as a Fixed Base Operation at 40 South Tarmac Drive, Ardmore, OK 73401 for use as an aircraft fueling and Ground Handling facility for the Ardmore Municipal Airport for \$250.00 per month for the suites, and \$300.00 for the Line Shack location and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to approve the Authority’s membership in Sourcewell, a purchasing cooperative; authorizing the authority to purchase a new Rosenbaum 6x6 fire truck through Sourcewell for the sum of \$844,129.00 in lieu of competitive bidding; authorizing the Authority to incur indebtedness in the amount of \$394,129.00 payable over five year term to finance the purchase of the fire truck; waiving the competitive bidding for the finance of the indebtedness; and authorizing and approving the financing through a lease-purchase agreement between the Authority and Lease Service Center, Inc. dba NCL Governmental Capital for the lease-purchase of the new fire truck; subject to approval of the indebtedness by City of Ardmore; and the approval or rejection of any amendments proposed or considered by the board at the meeting.
8. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
9. Consideration and possible action to reconvene into regular session.
10. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.
11. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
12. Adjourn

Agenda posted: March 17, 2022, 5:00pm

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

**REVISED AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. MARCH 21, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Special Meeting of February 22, 2022.
4. Consideration and possible action to accept the February 2022 Financials
5. Consideration and possible action to approve the agreement for a sublease agreement with the Continental Intermodal Group – Trucking LLC for use of office space at the Terminal Building 620 General Drive, Ardmore, OK 73402 for \$150/month and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Consideration and possible action to approve the agreement for a sublease agreement with Small Business Aviation, Inc for use as a Fixed Base Operation at 40 South Tarmac Drive, Ardmore, OK 73401 for use as an aircraft fueling and Ground Handling facility for the Ardmore Municipal Airport for \$250.00 per month for the suites, and \$300.00 for the Line Shack location and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to approve the Authority’s membership in Sourcewell, a purchasing cooperative; authorizing the authority to purchase a new Rosenbauer 6x6 fire truck through Sourcewell for the sum of \$844,129.00 in lieu of competitive bidding; authorizing the Authority to incur indebtedness in the amount of \$394,129.00 payable over five year term to finance the purchase of the fire truck; waiving the competitive bidding for the finance of the indebtedness; and authorizing and approving the financing through a lease-purchase agreement between the Authority and Lease Service Center, Inc. dba NCL Governmental Capital for the lease-purchase of the new fire truck; subject to approval of the indebtedness by City of Ardmore; and the approval or rejection of any amendments proposed or considered by the board at the meeting.
8. Consideration and possible action to accept a bid for construction to construct Taxiway E shoulders in the amount of \$375,655.00 and enter into contract for construction with Contech, Inc. and approval or rejection of any amendments proposed or considered by the board at the meeting.
9. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
10. Consideration and possible action to reconvene into regular session.
11. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.
12. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
13. Adjourn

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
March 21, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES:
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald
GUESTS: Mita Bates, Thom McGuire

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

T.J. Riley called the meeting to order at 4:00 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Special Meeting of February 22, 2022.

Mike Whitson motioned to approve the minutes of the Special Meeting of February 22, 2022. Steve Rhines seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson vote aye. There were no nays or abstentions. The motion passed.

*Dr. Pam Kimbrough arrived at 4:03 p.m.

Item 4: Consideration and possible action to accept the February 2022 Financials.

Scott Chapman presented the February 2022 Financials report. After a discussion, Jake Charnock motioned to approve the February 2022 Financials. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve the agreement for a sublease agreement with the Continental Intermodal Group – Trucking LLC for use of office space at the Terminal Building 620 General Drive, Ardmore, OK 73402 for \$150/month and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained to the board that this is a lease renewal for office space at the Airpark Terminal Building. With no questions, Mike Whitson motioned to approve the agreement for a sublease agreement with the Continental Intermodal Group – Trucking LLC for use of office space at the Terminal Building 620 General Drive, Ardmore, OK 73402 for \$150/month. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve the agreement for a sublease agreement with Small Business Aviation, Inc. for use as a Fixed Base Operation at 40 South Tarmac Drive, Ardmore, OK 73401 for use as an aircraft fueling and Ground Handling facility for the Ardmore Municipal Airport for \$250.00 per month for the suites, and \$300.00 for the Line Shack location and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained to the board that Small Business Aviation, Inc. is the FBO division of King Aerospace. The proposed leases are for the actual FBO suite space in the Terminal Building as well as the Line Shack. The leases will be for 10 years with two additional 10-year options. Mr. Murphy added that the leases do include annual Consumer Price Index (CPI) increases. After a brief discussion, Dr. Craig Gerken motioned to approve the agreement for a sublease agreement with Small Business Aviation, Inc. for use as a Fixed Base Operation at 40 South Tarmac Drive, Ardmore, OK 73401 for use as an aircraft fueling and Ground Handling facility for the Ardmore Municipal Airport for \$250.00 per month for the suites, and \$300.00 for the Line Shack location. Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve the Authority's membership in Sourcewell, a purchasing cooperative; authorizing the authority to purchase a new Rosenbaum 6x6 fire truck through Sourcewell for the sum of \$844,129.00 in lieu of competitive bidding; authorizing the Authority to incur indebtedness in the amount of \$394,129.00 payable over five year term to finance the purchase of the fire truck; waiving the competitive bidding for the finance of the indebtedness; and authorizing and approving the financing through a lease-purchase agreement between the Authority and Lease Service Center, Inc. dba NCL Governmental Capital for the lease-purchase of the new fire truck; subject to approval of the indebtedness by City of Ardmore; and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy informed the board that this item is being tabled in order to further investigate full purchase options rather than lease options. Mr. Murphy then explained that he would bring those items to the board at a subsequent meeting.

Item 8: Consideration and possible action to accept a bid for construction to construct Taxiway E shoulders in the amount of \$375,655.00 and enter into contract for construction with Contech, Inc. and approval or rejections of any amendments proposed or considered by the board at the meeting.

Bill Murphy informed the board that four proposals were received for the project. After review by staff and H.W. Lochner it was recommended to move forward with the bid from Contech, Inc. in the amount of \$375,655.00. Following a brief discussion, Dr. Craig Gerken motioned to accept a bid for construction to construct Taxiway E shoulders in the amount of \$375,655.00 and enter into contract for construction with Contech, Inc. Steve Rhines seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to enter Executive Session for the purpose of:

- a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).

Dr. Pam Kimbrough motioned to enter Executive Session. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:35 p.m.

*Dr. Craig Gerken left the meeting at 4:35 p.m. at the start of Executive Session.

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

Mike Whitson made the motion the reconvene regular session. Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:57 p.m.

Item 11: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as "matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

No new business was presented.

Item 12: STAFF REPORTS

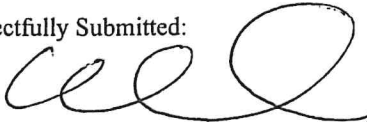
- a. President's Report- Bill Murphy informed the board that the ADA is being recognized as an emerging logistics hub by Business Facilities magazine. To go along with the article, the ADA and Watco have partnered on ad for the publication.
- b. Airport and Industrial Parks- Bill Murphy presented in Dan Luttrell's absence. He informed the board that traffic count for Ardmore Municipal Airport was the same as 2021. It was also noted that military traffic was down due to the closure of the runway. Taxiway E shoulder construction should begin toward the end of April. The approved POCN study from February is scheduled to coincide with the closure of runway 17/35 and 13/31 lighting rehab next week. The MALSR project final design has been submitted to the FAA for final approval. The demolition of the old Beetle Plastics building is complete with the final steel being removed from the site. Finally, the EDA Grant Waterline Project design is being submitted to DEQ for permitting.
- c. Marketing Report- Andrea Anderson updated the trustees on projects. She is also spending a lot of time on the planning of this year's Lt. Governor's Turkey Hunt. Ms. Anderson is also doing follow-up work from the housing study presentations. Finally, Ms. Anderson reported that she has been engaged with the local high schools on a few projects including the coordination of a teacher tour of Michelin for Ardmore High School and a career fair for Lone Grove High School. She is also working with the AHS Principal on the AOPA curriculum.

- d. Legislative- Mita Bates updated the board on progress with Oklahoma Lobbying Group and various bills of importance to Ardmore.

Item 13: Adjourn

With no further business, Scott Chapman motioned to adjourn the meeting. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:10 p.m.

Respectfully Submitted:



William P. Murphy, Secretary

**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. APRIL 18, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

.....

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Meeting of March 21, 2022.
4. Consideration and possible action to accept the March 2022 Financials
5. Consideration and possible action to approve a purchase in lieu of a finance purchase of Rosenbauer Panther 6x6 through Sourcwell for \$839,859.00 and the approval or rejection of any amendments proposed or considered by the Board at the Meeting.
6. Consideration and possible action to approve a contract for \$83,500.00 with Pro-Tec to provide personnel for one year for the Airport Operations Officer position at Ardmore Municipal (ADM) and Ardmore Downtown Executive Airport (1FO) and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to approve an MOU with the City of Ardmore for the reimbursement of \$28,000.00 in 12 monthly installments for providing the position of Airport Operations Officer through the Pro-Tec contract agreement and the approval or rejection of any amendments proposed or considered by the Board at the meeting.
8. Consideration and possible action to approve an addendum by and between Knightsbridge Partners, LLC, ("Knightsbridge") and the Ardmore Development Authority ("ADA") as an addendum to Section 2 of that certain Grant Services Agreement, by and between the parties, as amended on July 22, 2019, by Addendum I and September 21, 2020, by Addendum II in an amount not to exceed \$30,000.00 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.
9. Consideration and possible action to enter Executive Session for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
10. Consideration and possible action to reconvene into regular session.
11. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as "matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.
12. Staff Reports:
 - a. President's Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
13. Adjourn

Agenda posted: April 14, 2022, 4:00pm

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

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
April 18, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES:
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Michael Carnuccio

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

T.J. Riley called the meeting to order at 4:03 p.m.

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

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

Item 12d. Legislative Report

Bill Murphy called Mita Bates, who was unable to attend the meeting in person, to provide an update on legislative affairs. Mrs. Bates informed the board that budget talks are underway at the Capitol and that there is an internal goal to adjourn session ahead of the PGA event in Tulsa which begins on May 16th. She then reported that a call was facilitated earlier in the month between First Mode and Oklahoma Lobby Group to discuss several hydrogen-related bills. Mrs. Bates then updated the board on several bills of interest to economic development and Ardmore projects. In closing, Mrs. Bates reported that the ARPA process has been slowed and will most likely not see much progress until after the budget is finalized.

*Michael Carnuccio arrived at 4:08 p.m.

Item 3: Consideration and possible action to approve the Minutes of the Meeting of Meeting of March 21, 2022.

Scott Chapman motioned to approve the minutes of the Meeting of March 21, 2022. Steve Rhines seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson vote aye. There were no nays or abstentions. The motion passed.

*Marthanna Donald arrived at 4:19 p.m.

Item 4: Consideration and possible action to accept the March 2022 Financials.

Scott Chapman presented the March 2022 Financials report. After a discussion, Eric Howard motioned to approve the March 2022 Financials. Mike Whitson seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve a purchase in lieu of a finance purchase of Rosenbauer Panther 6x6 through Sourcewell for \$839,859.00 and the approval or rejection of any amendments proposed or considered by the Board at the Meeting.

Bill Murphy explained to the trustees that following discussion during the March meeting, it was determined that it would be better to purchase the new truck outright rather than financing it. Purchasing would also save approximately \$38,000.00 over the term of the previously proposed financing option. After a brief discussion, Mike Whitson motioned to approve a purchase in lieu of a finance purchase of Rosenbauer Panther 6x6 through Sourcewell for \$839,859.00. Steve Rhines seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve a contract for \$83,500.00 with Pro-Tec to provide personnel for one year for the Airport Operations Officer position at Ardmore Municipal (ADM) and Ardmore Downtown Executive Airport (IFO) and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this contract would help fill the Airport Operations Officer position that has been vacant for several months. Pro-Tec provides a similar service to Oklahoma City Will Rogers Airport. Mr. Murphy also reported that the pay and benefits being offered to the prospective person to fill the role will be similar to what the ADA would offer directly. As was done previously, this role would also manage the airport operations for the Downtown Executive Airport. The contract will be for one year at which time the contract will either be extended or the person filling the role will be become directly employed by the

ADA. After a brief discussion, Eric Howard motioned to approve a contract for \$83,500.00 with Pro-Tec to provide personnel for one year for the Airport Operations Officer position at Ardmore Municipal (ADM) and Ardmore Downtown Executive Airport (1FO). Patrick McGuire seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 7: Consideration and possible action to approve an MOU with the City of Ardmore for the reimbursement of \$28,000.00 in 12 monthly installments for providing the position of Airport Operations Officer through the Pro-Tec contract agreement and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy explained that this MOU would be for the City's portion of the previously approved contract with Pro-Tec Services for the Airport Operations Officer. Steve Rhines motioned to approve an MOU with the City of Ardmore for the reimbursement of \$28,000.00 in 12 monthly installments for providing the position of Airport Operations Officer through the Pro-Tec contract agreement. Patrick McGuire seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 8: Consideration and possible action to approve an addendum by and between Knightsbridge Partners, LLC, ("Knightsbridge") and the Ardmore Development Authority ("ADA") as an addendum to Section 2 of that certain Grant Services Agreement, by and between the parties, as amended on July 22, 2019, by Addendum I and September 21, 2020, by Addendum II in an amount not to exceed \$30,000.00 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy informed the board that this addendum would allow Knightsbridge Partners to continue to facilitate the federal appropriation the ADA recently received, preparation of further grants, as well as the state ARPA process. Mr. Murphy reminded the board that as part of the original agreement Knightsbridge also receives 8.5% of any monies they are able to secure on behalf of the ADA. Michael Carnuccio then added that part of the fees charged are used to pay for studies and other data that are often required by grants. Scot Chapman motioned to approve an addendum by and between Knightsbridge Partners, LLC, ("Knightsbridge") and the Ardmore Development Authority ("ADA") as an addendum to Section 2 of that certain Grant Services Agreement, by and between the parties, as amended on July 22, 2019, by Addendum I and September 21, 2020, by Addendum II in an amount not to exceed \$30,000.00. Mike Whitson seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

- Item 9: Consideration and possible action to enter Executive Session for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).

Mike Whitson motioned to enter Executive Session. Eric Howard seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:35 p.m.

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

Eric Howard made the motion the reconvene regular session. Scott Chapman seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:59 p.m.

- Item 11: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as "matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

No new business was presented.

Item 12: STAFF REPORTS

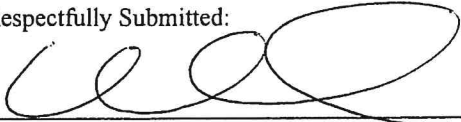
- a. President's Report- Bill Murphy provided the trustees with copies of the article that appeared in Business Facilities magazine recognizing Ardmore as an emerging logistics hub. He then updated the board on various activities.
- b. Airport and Industrial Parks- Dan Luttrell reported that airport operations in March were on par with March 2021. Mr. Luttrell also reported that demolition of the DOC building has begun and should be complete within the next week. Construction of the new wastewater treatment facility should begin during the summer. The Runway 13/31 Rehab and Lighting Project will be complete by the end of the month. The contracts for Taxiway E shoulders are ready for signatures. The pavement borings for the PCN study are complete with results pending from Terracon. Design for Taxiway E Phase II is almost complete by Lochner.

- c. Marketing Report- Andrea Anderson updated the trustees on projects. She then updated on activities for this week's Lt. Governor's Turkey Hunt as well as recent activities with Ardmore High School. In closing she shared some of the feedback she has received from the housing study.

Item 13: Adjourn

With no further business, Mike Whitson motioned to adjourn the meeting. Scott Chapman seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:19 p.m.

Respectfully Submitted:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke, positioned above a horizontal line.

William P. Murphy, Secretary

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
January 18, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Mita Bates

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

Jake Charnock called the meeting to order at 4:02 p.m.

Item 2: Confirmation of compliance with Open Meeting Act.

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

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of December 20, 2022.

Item tabled

*Scott Chapman arrived at 4:05 p.m.

Item 5: Consideration and possible action to approve the request by Michelin North America to exercise the option to Purchase ASSETS subject to the provisions of Lease Schedule No.3, dated December 29, 2006 and MATURING JANUARY 15, 2022 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy reminded the board that the purchase of new equipment was approved during the December board meeting. Today's transaction is the second step in the annual transaction. Dr. Pam Kimbrough moved to approve the request by Michelin North America to exercise the option to Purchase ASSETS subject to the provisions of Lease Schedule No.3, dated December 29, 2006 and MATURING JANUARY 15, 2022. Mike Whitson seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were not nays or abstentions. The motion passed.

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

Scott Chapman presented the December. During this discussion Mr. Murphy reminded the board on ADA sales tax income and how those funds are allocated. With no further discussion, Mike Whitson motioned to approve the December 2021 Financials. Eric Howard seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were not nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve the Agreement for Professional Services for MAB Advisory LLC (Mita Bates) pursuant to the acceptance of the proposal for services approved at the December 20, 2021 Ardmore Development Authority Board Meeting and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy reminded the board that the proposal from MAB Advisory LLC was approved in December. Today's action to approve the contract for three months including one three-month extension. Dr. Pam Kimbrough motioned to approve the Agreement for Professional Services for MAB Advisory LLC (Mita Bates) pursuant to the acceptance of the proposal for services approved at the December 20, 2021 Ardmore Development Authority Board Meeting. Scott Chapman seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

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

- a. Discussing the employment, hiring, appointment, promotion, demotion, disciplining, or resignation of an individual salaried public officer or employee (Appointment of Vice President) under provisions of 25 O.S. §307B(1).
- b. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C(11).

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

Item 8: Consideration and possible action to reconvene to open session.

Dr. Pam Kimbrough motioned to reconvene open session. Scott Chapman seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Open session reconvened at 4:30 p.m.

Item 9: Consideration and possible action to appoint Dan Luttrell as Vice President of Industrial Assets.

Scott Chapman motioned to appoint Dan Luttrell as Vice President of Industrial Assets. Mike Whitson seconded. Jake Charnock seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: New Business: (As defined by the Oklahoma Open Meeting Act 25 OK Statutes 311 (A)(9) as “matters not known about or which could not have reasonably been foreseen prior to the time of posting the agenda.”

No new business presented

Item 11: Staff Reports

- a. Airport- Dan Luttrell reported that airport traffic count for December was up 13% compared to December 2020. In addition, all hangar space is leased and there is currently a wait list. Phase two of the Taxiway E extension design is expected to be complete in May. Finally, the FAA has finally approved the design modification for the MALSR project. Mr. Luttrell is working with Lochner on the final design and scheduling of the project.
- b. Industrial Parks- Dan Luttrell reported that demolition of the former Beetle building continues. In addition, Dollar General is operational in the leased warehouse. Finally, demolition of the former DOC facility will be going to public bid by the City of Ardmore in the coming weeks.
- c. Marketing Report- Andrea Anderson updated the trustees on projects. She is also working with Community Development Strategies on the final draft of the housing study and the sharing of its findings. Planning of the 2022 Lt. Governor’s Turkey Hunt has begun.

Item 18: Adjourn

With no further business, Mike Whitson motioned to adjourn the meeting. Scott Chapman seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:39 p.m.

Respectfully Submitted:

William P. Murphy, Secretary

**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. MAY 16, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Regular Meeting of April 18, 2022.
4. Consideration and possible action to accept the April 2022 Financials
5. Consideration and possible action to approve a land lease to BETA Technologies, Inc. for 250 SF of apron and 300 SF of land for \$100 per year for 10 years and in return for 10% revenue share of electricity sold and approval or rejection of any amendments proposed or considered by the board at the meeting. (See Exhibit A)
6. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
7. Consideration and possible action to reconvene into regular session.
- 8.. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.
9. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
10. Planning Session for FY 2023
11. Adjourn

Agenda posted: May 12, 2022, 4:00pm

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

Exhibit A



ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
May 16, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson
GUESTS: Mita Bates, Carter Cloud, Tucker Link, Thom McGuire

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

T.J. Riley called the meeting to order at 4:01 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of April 18, 2022.

Scott Chapman motioned to approve the minutes of the Meeting of April 18, 2022. Mike Whitson seconded. Scott Chapman, Jake Charnock, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson vote aye. There were no nays or abstentions. The motion passed.

*Dr. Craig Gerken arrived at 4:04 p.m.

Item 4: Consideration and possible action to accept the April 2022 Financials.

Scott Chapman presented the April 2022 Financials report. After a discussion, Jake Charnock motioned to approve the April 2022 Financials. Eric Howard seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to approve a land lease to BETA Technologies, Inc. for 250 SF of apron and 300 SF of land for \$100 per year for 10 years and in return for 10% revenue share of electricity sold and approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained to the trustees that ADA staff has been working with BETA Technologies for several months on finding a location at the Ardmore Industrial Airpark. The proposed location will not hinder any future development in its vicinity. Mr. Murphy also explained that as with any new technology, the cost sharing benefits are not expected to be realized for several years down the road. Following a brief discussion, Eric Howard motioned to approve a land lease to BETA Technologies, Inc. for 250 SF of apron and 300 SF of land for \$100 per year for 10 years and in return for 10% revenue share of electricity sold. Patrick McGuire seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to enter Executive Session for the purpose of:

a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).

Dr. Pam Kimbrough motioned to enter Executive Session. Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:24 p.m.

*Thom McGuire left the meeting and did not return.

Item 7: Consideration and possible action to reconvene into regular session.

Mike Whitson motioned to reconvene into regular session. Scott Chapman seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 5:12 p.m.

Item 8: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

None presented

Item 9: STAFF REPORTS

- a. President's Report- Bill Murphy updated the board on various activities.
- b. Airport and Industrial Parks- Bill Murphy presented the report in Dan Luttrell's absence. Air traffic was down 27% over last year, mainly due to increased fuel costs. The Runway 13/31 rehab and lighting upgrade project is complete with the final inspection coming up on Friday. The preconstruction meeting for the Taxiway E shoulder project will be Thursday with a Notice to Proceed date to be determined at the meeting. Terracon has completed the geotechnical report for the PCN study and it will be available this week. Lochner will begin pavement strength calculations and will have a full report in August. Lochner is also almost done with the design for the Taxiway E Phase 2 project. On the Industrial Park side, the Department of Environmental Quality is reviewing plans for the permitting of the new Wastewater Treatment Plant. The new facility is set to break ground in August.
- c. Marketing Report- Andrea Anderson updated the trustees on projects. She then provided a recap of the Lt. Governor's Turkey Hunt. Since the last meeting, Ms. Anderson informed the board that she has also attended MRO Americas as well as the Industrial Asset Management Council. Finally, she has been working with Ada Jobs Foundation and OG&E on developing a regional economic development strategy.

Item 10: Planning Session for FY 2023

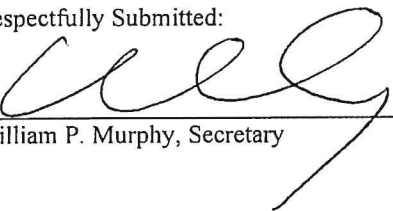
The planning session began at 5:19 p.m.

At the beginning of the planning session, Bill Murphy explained that a final budget and marketing plan will be presented for approval by the board at the June 20, 2022 meeting. A discussion on proposed projects and marketing ideas was then discussed.

Item 13: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Scott Chapman seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:57 p.m.

Respectfully Submitted:



William P. Murphy, Secretary

**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. JUNE 20, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

.....

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Regular Meeting of May 16, 2022.
4. Consideration and possible action to accept the May 2022 Financials.
5. Consideration and possible action to accept the FY 2021 Audit.
6. Consideration and possible action to approve a contract amendment in lieu of contract for \$83,500.00 with Pro-Tec to provide personnel for one year for the Airport Operations Officer position at Ardmore Municipal (ADM) and Ardmore Downtown Executive Airport (1FO) and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to approve a preliminary budget for FY 2023 and the approval or rejection of any amendments proposed or considered by the board at the meeting.
8. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
9. Consideration and possible action to reconvene into regular session.
10. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of posing of the agenda.
11. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
12. Adjourn

Agenda posted: June 16, 2022, 4:00pm

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

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
June 20, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Mita Bates, Thom McGuire, Jodie Linton-Prickett

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

T.J. Riley called the meeting to order at 4:00 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of May 16, 2022.

Dr. Pam Kimbrough motioned to approve the minutes of the Meeting of May 16, 2022. Patrick McGuire seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson vote aye. There were no nays or abstentions. The motion passed.

*Kevin Boatright arrived at 4:01 p.m.

Item 4: Consideration and possible action to accept the May 2022 Financials.

Scott Chapman presented the May 2022 Financials report. After a discussion, Jake Charnock motioned to approve the May 2022 Financials. Steve Rhines seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to accept the FY 2021 Audit.

Bill Murphy explained to the board that he had been informed by the Rheba Henderson that the audit would not be delivered until after June 30, 2022. This item was tabled.

Item 6: Consideration and possible action to approve a contract amendment in lieu of contract for \$83,500.00 with Pro-Tec to provide personnel for one year for the Airport Operations Officer position at Ardmore Municipal (ADM) and Ardmore Downtown Executive Airport (IFO) and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell reminded the board that they had previously approved a stand-alone contract with Pro-Tec for this matter. Upon further review and consideration from Debi Sterkel, ADA attorney, it was determined that an amendment to the existing contract with Pro-Tec for fire services would better meet section 61 requirements than a stand-alone contract. After a brief discussion, Scott Chapman motioned to approve a contract amendment in lieu of contract for \$83,500.00 with Pro-Tec to provide personnel for one year for the Airport Operations Officer position at Ardmore Municipal (ADM) and Ardmore Downtown Executive Airport (IFO). Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve a preliminary budget for FY 2023 and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy took the board through the preliminary FY 2023 budget. Mike Whitson motioned approve a preliminary budget for FY 2023. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

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

- a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).

Dr. Pam Kimbrough motion to enter Executive Session. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:46 p.m.

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

Jake Charnock motioned to reconvene open session. Scott Chaman seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Open session reconvened at 5:04 p.m.

Item 10: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

No new business presented

Item 11: STAFF REPORTS

- a. President's Report- Bill Murphy updated the board on various activities.
- b. Airport and Industrial Parks- Dan Luttrell reported that May air traffic was up 25% from May 2021. The final punch list for the Runway 13/31 Rehab and Lighting Upgrade is being developed this week with Lochner and the FAA. The contractor for the Taxiway E Shoulder Widening Project has been delayed on another project causing the new start date to be pushed back to mid-July. Lochner is finalizing the PCN report and will have it complete toward the end of July. The Oklahoma Aeronautics Commission will then use the report to make recommendations for projects during their annual site visit in August or September. The FAA has reviewed all MALSR construction documents. This project should be advertised for bid in August with and anticipated start sometime in January 2023. Advertisements for bids have gone out for the Storm Water Ramp Improvement Project. Finally, Mr. Luttrell reminded the trustees that a corporate hangar was originally designed to be part of the new hangar complex, but that it was removed from the project when the anticipated tenant backed out. The low interest loan from the OAC that was originally going to be used for the construction of an MRO hangar will now be used to construct the corporate hangar. Mr. Luttrell is expecting to be able to advertise for bids sometime in July. On the Industrial Park side, the DEQ permit for the EDA Waterline Project has been approved. Anticipated bid advertisement will be in August. Finally, DEQ has halted the permit for the removal of the old DOC building for review of new EPA guidelines. The new facility was scheduled to break ground in August, but a new anticipated date is not known.
- c. Marketing Report- Andrea Anderson updated the trustees on projects. She then provided an update on the collaboration with Ada Jobs Foundation and OG&E on developing a regional economic development strategy. She has been working with a local manufacturer on finding a location for an expansion project. In closing she is working with the Watco team on setting up meetings with Dallas-area site location consultants for GTIP.
- d. Legislative Update- Mita Bates updated the board on the work occurring during the concurrent Special Sessions of the State Legislature including bills of interest to the ADA and economic development.

Item 12: Adjourn

With no further business, Mike Whitson motioned to adjourn the meeting. Scott Chapman seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:20 p.m.

Respectfully Submitted:

William P. Murphy, Secretary



*****PUBLIC NOTICE*****

The July meeting of the Board of Trustees of the Ardmore Development Authority will be held at 4:00 p.m. on Monday, July 25, 2022, at the offices of the Ardmore Chamber of Commerce, 410 West Main, Ardmore, Oklahoma.

Posted: Wednesday, July 13 2022 at 10:30 a.m.

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

**AGENDA
SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. JULY 25, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

.....

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Regular Meeting of June 20, 2022.
4. Consideration and possible action to accept the June 2022 Financials.
5. Consideration and possible action to accept the FY 2021 Audit.
6. Consideration and possible action to approve an agreement with the Ardmore Chamber of Commerce to perform certain day-to-day services for the benefit of ADA in an amount of \$144,000 annually and the approval or rejection of any amendments proposed or considered by the board at the meeting.
7. Consideration and possible action to approve and accept a bid for Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.
8. Consideration and possible action to approve and accept a bid for Ramp Stormwater Improvements project and the approval or rejection of any amendments proposed or considered by the board at the meeting.
9. Consideration and possible action to approve an amendment to the sublease for WP Global and the approval or rejection of any amendments proposed or considered by the board at the meeting. (Exhibit A)
10. Consideration and possible action to approve a lease option renewal for Blackbeard Aviation on Box Hangars at Ardmore Municipal Airport, 614, 618, & 622 McDonnell, Ardmore, OK for a monthly rental rate of \$650 per each unit and the approval or rejection of any amendments proposed or considered by the board at the meeting.
11. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
12. Consideration and possible action to reconvene into regular session.
13. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.
14. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
15. Adjourn

Agenda posted: July 21, 2022, 10:00 a.m.

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

AMENDED EXHIBIT "A"

LEGAL DESCRIPTIONS

Tract A3

A tract of land lying in the Southeast Quarter (SE/4) of Section 7, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Southwest corner of said SE/4; Thence N 89°02'44" E along the South line of said SE/4, a distance of 252.56 feet; Thence parallel with the West line of said SE/4, N 00°33'54" W, a distance of 515.64 feet to the Point of Beginning;

Thence N 89°49'15" E for a distance of 779.81 feet; Thence N 00°00'15" E, a distance of 420.55 feet; Thence S 89°49'15" W, a distance of 742.40 feet; Thence S 00°00'15" W, for a distance of 348.51 feet; Thence S 89°48'48" W, a distance of 37.41 feet; Thence S 00°00'15" W, a distance of 71.99 feet to the Point of Beginning, having an area of 314907.4280 square feet/7.23 Acres, more or less.

Tract A3.1

A tract of land lying in the Southwest Quarter (SW/4) and the Southeast Quarter (SE/4) of Section 7, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Southeast corner of said SW/4; Thence N 00°33'54" W along the East line of said SW/4, a distance of 525.74 feet to the Point of Beginning;

Thence S 89°39'06" W for a distance of 279.98 feet; Thence N 00°20'33" W a distance of 356.00 feet; Thence N 89°39'06" E, a distance of 200.56 feet; Thence along a curve to the left having a radius of 783.50 feet, an arc length of 204.73 feet, a chord length of 204.15 feet, and a chord bearing of S 33°07'15" E, Thence along a curve to the right having a radius of 716.50 feet, an arc length of 217.21 feet, a chord length of 216.38 feet, and a chord bearing of S 31°55'22" E; Thence S 89°39'06" W for a distance of 144.42 feet to the Point of Beginning, having an area of 111981.1684 square feet/2.57 Acres, more or less.

Tract A4

A tract of land lying in the Northwest Quarter (NW/4) and the Northeast Quarter (NE/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Beginning at the Northeast corner of said NW/4; Thence N 89°02'44" E along the North line of said NE/4, a distance of 196.69 feet; Thence S 00°06'05" E a distance of 417.16 feet; Thence S 89°49'03" W a distance of 410.00 feet; Thence N 00°06'05" W, a distance of 311.90 feet; Thence N 53°11'30" E a distance of 170.26 feet to a point on the North line of said NW/4; Thence N 89°02'37" E along said North line a distance of 76.84 feet to the Point of Beginning, having an area of 163047.8818 square feet/3.74 Acres, more or less.

Tract A5

A tract of land lying in the Northwest Quarter (NW/4) and the Northeast Quarter (NE/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northeast corner of said NW/4; Thence S 00°29'09" E along the East line of said NW/4, a distance of 479.41 feet to the Point of Beginning;

Thence N 89°49'03" E, a distance of 193.45 feet; Thence S 00°06'05" E, a distance of 367.00 feet; Thence S 89°49'03" W, a distance of 410.00 feet; Thence N 00°06'05" W, a distance of 367.00 feet; N 89°49'03" E, a distance of 216.55 feet to the Point of Beginning, having an area of 150469.0544 square feet/3.45 Acres, more or less.

TRACT B-1

A tract of land lying in the Southwest Quarter (SW/4) of Section 7, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said SW/4;

Thence N89°01'01"E along the North line of said SW/4, a distance of 50.00 feet to the Point of Beginning;

Thence continuing N89°01'01"E along said North line, a distance of 2554.63 feet to a point on the East line of said SW/4;

Thence S00°38'18"W along the East line of said SW/4, a distance of 131.01 feet;

Thence S89°21'42"W, a distance of 170.51 feet;

Thence along a curve to the left having a radius of 100 feet, an arc length of 155.95 feet, a chord length of 140.62 feet, and a chord bearing of S44°41'04"W;

Thence S00°00'25"W, a distance of 548.51 feet;

Thence along a curve to the left having a radius of 537.50 feet, an arc length of 99.15 feet, a chord length of 99.01, and a chord bearing of S 0 5°16'40" E;

Thence S10°33'45"E, a distance of 695.22 feet;

Thence along a curve to the left having a radius of 787.50 feet, an arc length of 54.31 feet, a chord length of 54.30, and a chord bearing of S12°32'17"E;

Thence S89°38'58"W, a distance of 859.00 feet;

Thence N00°20'13"W, a distance of 1141.46 feet;

Thence S89°37'46"W, a distance of 1566.31 feet;

Thence N00°20'13"W, a distance of 446.55 feet to the Point of beginning.

TRACT B-2

A tract of land lying in the Southwest Quarter (SW/4), Southeast Quarter (SE/4), and the NE/4 of Section 7, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said SW/4;

Thence N 89°01'01" E along the North line of said SW/4, a distance of 2604.63 feet to a point on the East line of said SW/4;

Thence S 00°38'18" E along the West line of said SE/4, a distance of 206.01 feet to the Point of Beginning;

Thence continuing S 00°38'18" E along said West line, a distance of 795.29 feet;

Thence N 89°48'40" E, a distance of 338.26 feet;

Thence N 00°11'20" W, a distance of 425.00 feet;

Thence N 89°13'40" E, a distance of 170.00 feet;

Thence N 00°11'20" W, a distance of 800.00 feet;

Thence N 89°48'40" E, a distance of 37.29 feet;

Thence S 45°09'23" E, a distance of 780.68 feet;

Thence S 00°11'20" E, a distance of 144.40 feet;

Thence S 89°59'53" E, a distance of 124.00 feet;

Thence S 00°11'20" E, a distance of 755.00 feet;

Thence N 89°59'53" W, a distance of 178.00 feet;

Thence S 00°11'20" E, a distance of 146.00 feet;

Thence S 89°59'53" E, a distance of 128.00 feet;

Thence S 00°11'20" E, a distance of 220.00 feet;

Thence N 89°59'53" W, a distance of 98.00 feet;

Thence S 00°11'20" E, a distance of 106.00 feet;
Thence S 89°49'07" W, a distance of 778.76 feet;
Thence S 00°00'07" W, a distance 348.51 feet;
Thence S 89°48'40" W, a distance of 37.41 feet;
Thence S 00°00'07" W, a distance of 71.99 feet;
Thence S 89°59'27" W, a distance of 29.01 feet;
Thence along a curve to the left having a radius of 787.50 feet, an arc length of 276.20 feet, a chord length of 274.81 feet, and a chord bearing of N 30°33'40" W;
Thence along a curve to the right having a radius of 712.50 feet, an arc length of 374.64 feet, a chord length of 369.37 feet, and a chord bearing of N 25°35'09" W;
Thence N 10' 33'45" W, a distance of 695.22 feet;
Thence along a curve to the right having a radius of 462.50 feet, an arc length of 85.32 feet, a chord length of 85.20 feet, and a chord bearing of N 05°16'40" W;
Thence N 00°00'25" E, a distance of 546.76 feet;
Thence along a curve to the right having a radius of 25.00 feet, an arc length of 38.99 feet, a chord length of 35.16 feet, and a chord bearing of N 44°41'03" E;
Thence N 89°21'42" E, a distance of 170.53 feet to the Point of Beginning.

TRACT C

A tract of land lying in the Northwest Quarter (NW/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said NW/4;

Thence N89°02'37"E along the North line of said NW/4, a distance of 965.05 feet;

Thence S00°21'50"E, a distance of 320.04 feet to the Point of Beginning;

Thence continuing S00°21'50"E for a distance of 894.00 feet;

Thence N89°49'03"E, a distance of 672.87 feet;

Thence N00°06'05"W, a distance of 896.13 feet;

Thence S89°38'11"W, a distance of 676.97 feet to the Point of Beginning.

TRACT D

A tract of land lying in the Northwest Quarter (NW/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said NW/4;

Thence N 89°02'37" E along the North line of said NW/4, a distance of 1709.56 feet;

Thence S 00°06'05" E, a distance of 25.30 feet to the Point of Beginning;

Thence S 89°54'58" E for a distance of 365.38 feet;

Thence S 00°00'50" W, a distance of 45.00 feet;

Thence S 89°54'58" E, a distance of 130.00 feet;

Thence N 00°00'50" E, a distance of 32.32 feet;

Thence S 89°54'58" E, a distance of 119.15 feet;

Thence S 00°06'05" E, a distance of 361.37 feet;

Thence S 89°49'03" W, a distance of 614.50 feet;

Thence N 00°06'05" W, a distance of 376.91 feet to the Point of Beginning.

TRACT E

A tract of land lying in the Northwest Quarter (NW/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said NW/4;

Thence N 89°02'37" E along the North line of said NW/4, a distance of 1709.56 feet;

Thence S 00°06'05" E, a distance of 467.21 feet to the Point of Beginning;
Thence N 89°49'03" E for a distance of 614.50 feet;
Thence S 00°06'05" E, a distance of 367.00 feet;
Thence S 89°49'03" W, a distance of 614.50 feet;
Thence N 00°06'05" W, a distance of 367.00 feet to the Point of Beginning.

TRACT F

A tract of land lying in the Northwest Quarter (NW/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said NW/4;

Thence N 89°02'37" E along the North line of said NW/4, a distance of 1709.56 feet;

Thence S 00°06'05" E, a distance of 899.21 feet to the Point of Beginning;

Thence N 89°49'03" E for a distance of 614.50 feet;

Thence S 00°06'05" E, a distance of 325.00 feet;

Thence S 89°49'03" W, a distance of 614.50 feet;

Thence N 00°06'05" W, a distance of 325.00 feet to the Point of Beginning.

TRACT G

A tract of land lying in the Northwest Quarter (NW/4) and the Northeast Quarter (NE/4) of Section 18, Township Three (3) South, Range (3) East, Indian Meridian, Carter County, Oklahoma, being more particularly described as follows:

Commencing at the Northwest corner of said NW/4;

Thence N 89°02'37" E along the North line of said NW/4, a distance of 1709.56 feet;

Thence S 00°06'05" E, a distance of 899.21 feet;

Thence N 89°49'03" E for a distance of 689.59 feet to the Point of Beginning;

Thence continuing N 89°49'03" E for a distance of 410.00 feet;

Thence S 00°06'05" E, a distance of 325.00 feet;

Thence S 89°49'03" W, a distance of 410.00 feet;

Thence N 00°06'05" W, a distance of 325.00 feet to the Point of Beginning.

Tract A3, A3.1, A4 & A5



Maxar, Microsoft

- Additional Leased Premises
- Original Leased Premises
- Existing Track



Latitude:	34.303762
Longitude:	-97.030365
Date:	7/20/2022
Drawn By:	KT

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
July 25, 2022 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson

EX-OFFICIOS TRUSTEES: Kevin Boatright

STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell

GUESTS: Mita Bates, Tucker Link, Jill Luker

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

T.J. Riley called the meeting to order at 4:01 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of June 20, 2022.

Scott Chapman motioned to approve the minutes of the Meeting of June 20, 2022. Patrick McGuire seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

*Dr. Craig Gerken and Steve Rhines arrived at the meeting at 4:03 p.m.

Item 4: Consideration and possible action to accept the June 2022 Financials.

Scott Chapman presented the June 2022 Financials report. After a discussion, Jake Charnock motioned to approve the June 2022 Financials. Steve Rhines seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to accept the FY 2021 Audit.

Jill Luker of Mary E. Johnson & Associates, PLLC presented the FY 2021 Audit to the trustees. Mrs. Luker explained that some adjustments were made to align with the City of Ardmore. In closing, Mrs. Luker stated that the firm is issuing an Unmodified, or Clean, FY 2021 Audit. Steve Rhines motioned to accept the FY 2021 audit as presented. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 6: Consideration and possible action to approve an agreement with the Ardmore Chamber of Commerce to perform certain day-to-day services for the benefit of ADA in an amount of \$144,000 annually and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that this new agreement would raise the monthly management fee from \$10,000.00 per month to \$12,000.00 per month for a total of \$144,000.00 annually. Upon recommendation from the auditors for the Chamber of Commerce, with a new President and CEO for all organizations, identical agreements are being put before the boards of the other affiliated organizations. Following a brief discussion, Mike Whitson motioned to approve an agreement with the Ardmore Chamber of Commerce to perform certain day-to-day services for the benefit of ADA in an amount of \$144,000 annually. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve and accept a bid for Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.

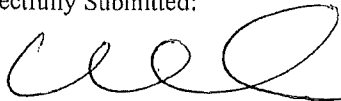
Bill Murphy reminded the board that the construction of a new Corporate Hangar was budgeted in the FY 2023 budget. Dan Luttrell then informed the board that three bids were received. After discussion, and with the acknowledgement that the bids are good for 30 days, the item was tabled for consideration at the August 15, 2022, meeting.

- c. Marketing- Andrea Anderson informed the board that she is preparing to attend the EAA AirVenture show in Oshkosh, Wisconsin along with other delegates from Oklahoma. She also updated the board on other projects.
- d. Legislative- Andrea Anderson presented the update on behalf of Mita Bates. Per the update, the lists of Interim Studies for both houses of the legislature, have been released. These studies are focused on several areas, including education, and it is expected that some may be consolidated. Also, with the Oklahoma Primary Runoff set for August 23rd, it is not expected that much will happen until after that time. It is expected that ARPA working groups will also resume after that time.

Item 15: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Jake Charnock seconded. Scott Chapman, Jake Charnock, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:39 p.m.

Respectfully Submitted:



William P. Murphy, Secretary

**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. AUGUST 15, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Special Meeting of July 25, 2022.
4. Consideration and possible action to accept the July 2022 Financials.
5. Consideration and possible action to approve a sublease for 5B Aviation LLC and the approval or rejection of any amendments proposed or considered by the board at the meeting.
6. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
 - b. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee 25 O.S. §307B (1). (President & CEO Performance Evaluation)
7. Consideration and possible action to reconvene into regular session.
8. Old Business:

Consideration and possible action to approve and accept a bid for Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.
9. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.
10. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
11. Adjourn

Agenda posted: August 11, 2022, 4:00pm

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

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
August 15, 2022, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy, Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Tucker Link, Woody Reding, Thom McGuire

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

T.J. Riley called the meeting to order at 4:01 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Special Meeting of July 25, 2022.

Mike Whitson motioned to approve the minutes of the Meeting of July 25, 2022. Dr. Pam Kimbrough seconded. Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 4: Consideration and possible action to accept the July 2022 Financials.

Bill Murphy presented the July 2022 Financials report. After a discussion, Eric Howard motioned to approve the July 2022 Financials. Patrick McGuire seconded. Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to enter Executive Session for the purpose of:

- a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
- b. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee 25 O.S. §307B (1). (President & CEO Performance Evaluation)

Mike Whitson motioned to enter Executive Session. Dr. Pam Kimbrough seconded. Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive session began at 4:09 p.m.

*Dr. Crag Gerken arrived at the meeting at 4:09 p.m.

Item 6: Consideration and possible action to reconvene into regular session.

Dr. Pam Kimbrough motioned to reconvene regular session. Eric Howard seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:46 p.m.

Item 7: Consideration and possible action to approve a sublease for 5B Aviation LLC and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell explained to the board that the proposed lease would be for office space in the terminal building of the Airpark for \$200 per month. 5B will be utilizing the space for flight school operations. Dr. Craig Gerken motioned to approve a sublease for 5B Aviation LLC in the amount of \$200 per month. Patrick McGuire seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Old Business:

Consideration and possible action to approve and accept a bid for Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell explained to the trustees that the hangar would potentially house 5B Aviation as they expand their operations at Ardmore Municipal Airport. After review of bids, it is staff recommendation to award to the bid to MacHill Construction Company in the amount of \$2,168,000.00. After discussion, Dr. Pam Kimbrough motioned to approve and accept a bid from MacHill Construction Company for Corporate Hangar project in the amount of \$2,168,000.00. Dr. Craig Gerken seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

None presented

Item 11: Staff Reports

- a. President’s Report- Bill Murphy reported that he was able to visit the EJ corporate offices the previous week in conjunction with another trip. Mr. Murphy also reminded the board that the State Chamber of Oklahoma would be in Ardmore November 18 for a luncheon.
- b. Airport and Industrial Parks- Dan Luttrell informed the trustees that air traffic counts for July were up approximately 3% from July 2021. Mr. Luttrell then reported that Taxiway E shoulder project should be complete, and that the runway will reopen in the next few days. Next, Mr. Luttrell is working with the FAA on the procurement of the equipment for the new MALSR system. The FAA Depot is currently out of the items, and he is working with the FAA to find a supplier that the FAA will use and maintain. Finally, the advertisement for bid on the EDA Waterline Project is going out this week.
- c. Marketing- Andrea Anderson updated the board on her recent attendance to the EAA AirVenture show in Oshkosh, WI. She is also coordinating dates with Neon Cloud on the filming of new community videos. A project update was also provided.
- d. Legislative- No update was provided

Item 15: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Mike Whitson seconded. Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:02 p.m.

Respectfully Submitted:

William P. Murphy, Secretary



AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. SEPTEMBER 19, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Regular Meeting of August 15, 2022.
4. Consideration and possible action to accept the August 2022 Financials.
5. Consideration and possible action to consent to a Memorandum of Understanding (MOU) between the City of Ardmore and FAA for air traffic control operations at Ardmore Municipal Airport and the approval or rejection of any amendments proposed or considered by the Board at the meeting.
6. Consideration and possible action to approve an addendum by and between Knightsbridge Partners, LLC, (“Knightsbridge”) and the Ardmore Development Authority (“ADA”) as an addendum to Section 2 of that certain Grant Services Agreement, by and between the parties, as amended on July 22, 2019, by Addendum I and September 21, 2020, by Addendum II and April 18, 2022 by Addendum III in an amount not to exceed \$98,076 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.
7. Consideration and possible action to approve a professional services agreement with H.W. Lochner and the Ardmore Development Authority for construction administration and inspection services for the Corporate Hangar not to exceed \$45,100 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.
8. Consideration and possible action to approve a reimbursable agreement with the FAA for \$631,961.32 for the purchase of equipment for the Medium Intensity Approach Light System with Runway (MALS) project and the approval or rejection of any amendments proposed or considered by the Board at the meeting.
9. Consideration and possible action to approve the creation of a Housing Committee.
10. Consideration and possible action to appoint a Nominating Committee for new Trustees to serve three-year terms beginning January 2023 and officers to serve a one-year term beginning January 2023.
11. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
12. Consideration and possible action to reconvene into regular session.
13. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonably been foreseen prior to the time of posing of the agenda.
14. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative

15. Adjourn

Agenda posted: September 15, 2022, 4:00pm

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

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
September 19, 2022, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson
EX-OFFICIOS TRUSTEES: Kevin Boatright
STAFF: Bill Murphy(virtual), Andrea Anderson, Marthanna Donald, Dan Luttrell
GUESTS: Tucker Link, Thom McGuire, Mita Bates

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

T.J. Riley called the meeting to order at 4:01 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of August 15, 2022.

Mike Whitson motioned to approve the minutes of the Meeting of August 15, 2022. Steve Rhines seconded. Scott Chapman, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

*Dr. Craig Gerken arrived at 4:08 p.m.

Item 4: Consideration and possible action to accept the August 2022 Financials.

Scott Chapman presented the August 2022 Financials report. After a discussion, Mike Whitson motioned to approve the August 2022 Financials. Steve Rhines seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Consideration and possible action to consent to a Memorandum of Understanding (MOU) between the City of Ardmore and FAA for air traffic control operations at Ardmore Municipal Airport and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Dan Luttrell explained that with the change in leadership and staff with the FAA, City of Ardmore, and ADA, the FAA has requested updated paperwork reflecting new names and roles. As lessee of the Ardmore Industrial Airpark and Ardmore Municipal Airport, the ADA must consent to the MOU. Scott Chapman motioned to consent to a Memorandum of Understanding (MOU) between the City of Ardmore and FAA for air traffic control operations at Ardmore Municipal Airport. Steve Rhines seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

*Dr. Pam Kimbrough arrived at the meeting at 4:12 p.m.

Item 6: Consideration and possible action to approve an addendum by and between Knightsbridge Partners, LLC, (“Knightsbridge”) and the Ardmore Development Authority (“ADA”) as an addendum to Section 2 of that certain Grant Services Agreement, by and between the parties, as amended on July 22, 2019, by Addendum I and September 21, 2020, by Addendum II and April 18, 2022 by Addendum III in an amount not to exceed \$98,076 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy explained to the trustees that this addendum would be for Carter Cloud of Knightsbridge Partners to provide grant administration services for the Congressionally Designated Spending funds secured by Congressman Tom Cole. The service fee would 3.5% on the net grant amount. Mr. Murphy informed the trustees, and Kevin Boatright confirmed, that the City of Ardmore is unable to administer the grant due to their own grant load. Eric Howard motioned to approve an addendum by and between Knightsbridge Partners, LLC, (“Knightsbridge”) and the Ardmore Development Authority (“ADA”) as an addendum to Section 2 of that certain Grant Services Agreement, by and between the parties, as amended on July 22, 2019, by Addendum I and September 21, 2020, by Addendum II and April 18, 2022, by Addendum III in an amount not to exceed \$98,076. Mike Whitson seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to approve a professional services agreement with H.W. Lochner and the Ardmore Development Authority for construction administration and inspection services for the Corporate Hangar not to exceed \$45,100 and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Bill Murphy explained that this agreement would be for services related to the loan with the Oklahoma Aeronautics Commission for the construction of a new Corporate Hangar. Dan Luttrell explained to the board that he feels that he and his staff can perform most of the inspections, but that quality control inspections will be performed by H.W. Lochner. Because of this, Mr. Luttrell feels that total for services should be less than \$5,100.00. After a brief discussion, Patrick McGuire motioned to approve a professional services agreement with H.W. Lochner and the Ardmore Development Authority for construction administration and inspection services for the Corporate Hangar not to exceed \$45,100. Scott Chapman seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to approve a reimbursable agreement with the FAA for \$631,961.32 for the purchase of equipment for the Medium Intensity Approach Light System with Runway (MALSR) project and the approval or rejection of any amendments proposed or considered by the Board at the meeting.

Dan Luttrell explained to the trustees that since last updating them on the availability of the equipment for the MALSR project, it has become available from the FAA depot. Mr. Luttrell then reminded them that the ADA must purchase the equipment and then turn it over to the FAA for installation and maintenance. The project is currently scheduled to construction and installation in April 2023. After discussion, Dr. Craig Gerken motioned to approve a reimbursable agreement with the FAA for \$631,961.32 for the purchase of equipment for the Medium Intensity Approach Light System with Runway (MALSR) project. Dr. Pam Kimbrough seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to approve the creation of a Housing Committee.

Andrea Anderson informed the board that at the most recent gathering of the Ardmore Business Roundtable, the need for housing was brought up by multiple attendees. The Housing Committee will address this need with the findings of the Ardmore Housing Study as a guide. Patrick McGuire, Mike Whitson, and Jake Charnock were asked and accepted to serve as the ADA trustees on the committee. Kevin Boatright will work with the City of Ardmore for representation. Eric Howard motioned to approve the creation of a Housing Committee with Patrick McGuire, Mike Whitson, and Jake Charnock serving on the committee. Steve Rhines seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: Consideration and possible action to appoint a Nominating Committee for new Trustees to serve three-year terms beginning January 2023 and officers to serve a one-year term beginning January 2023.

T.J. Riley informed the other trustees that he has asked Jake Charnock and Scott Chapman to serve on the Nominating Committee for 2023 Trustees and officers. Both Mr. Charnock and Mr. Chapman accepted and agreed to serve. Scott Chapman motioned to appoint a Nominating Committee for new Trustees to serve three-year terms beginning January 2023 and officers to serve a one-year term beginning January 2023. Steve Rhines seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 11: Consideration and possible action to enter Executive Session for the purpose of:

- a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).

Mike Whitson motioned to enter Executive Session. Scott Chapman seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:33 p.m.

*Mita Bates and Tucker Link left the meeting following their project updates at 4:45 p.m.

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

Dr. Craig Gerken motioned to reconvene Regular Session. Eric Howard seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Regular session reconvened at 4:57 p.m.

*Only Thom McGuire returned to regular session.

Item 13: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

None presented

Item 14: Staff Reports

- a. President’s Report- Bill Murphy reported on several activities over the last month including attendance at the Transatlantic Investment Council’s Annual Meeting and the Battery Show with the Department of Commerce.
- b. Airport and Industrial Parks- Dan Luttrell informed the trustees that air traffic counts for August were up 13% due in large part to training flights with 5B Aviation. The final inspection for the Taxiway E Shoulder Project should be in the next few days. The preconstruction meeting for the Corporate Hangar Project is scheduled for Thursday of this week with a Notice to Proceed to follow. Mr. Luttrell also reported that the narrative and budget has been submitted to Housing and Urban Development (HUD) for the Congressionally Designated Spending Air Cargo Project. Lochner is also working on the design fee proposal for this project. Finally, EST is finalizing the bid advertisement for the EDA Waterline Project.
- c. Marketing- Andrea Anderson updated the board on projects. She also informed the trustees that new footage will be filmed on October 7 with Neon Could Productions. She also updated on the recent gathering of the Ardmore Business Roundtable.
- d. Legislative- Marthanna Donald provided information on behalf of Mita Bates. Per the updates the State Legislature’s ARPA Committee meetings on funding are scheduled for September 28, 2022, for the House and October 3, 2022, for the Senate. Members of ADA staff may travel to Oklahoma City to attend those meetings.

Item 15: Adjourn

With no further business, Dr. Craig Gerken motioned to adjourn the meeting. Dr. Pam Kimbrough seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 5:11 p.m.

Respectfully Submitted:

William P. Murphy, Secretary



**AGENDA
REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. OCTOBER 17, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401**

1. Call to order and roll call and declaration of quorum.
2. Confirmation of compliance with the Open Meeting Act.
3. Consideration and possible action to approve the Minutes of the Regular Meeting of September 18, 2022.
4. Consideration and possible action to accept the September 2022 Financials.
5. Nominating Committee Report
6. Consideration and possible action to recommend Trustees to serve three-year terms beginning January 2023 and officers to serve a one-year term beginning January 2023.
7. Consideration and possible action to engage Mary E. Johnson & Associates, PLLC to perform the Ardmore Development Authority Audit for FY 2022.
8. Consideration and possible action to request the City of Ardmore to call for a Special Election for the Renewal of the Sales Tax Supporting Economic Development and the approval or rejection of any amendments proposed or considered by the board at the meeting.
9. Consideration and possible action to approve and accept a loan including the execution of all necessary documentation from the Oklahoma Aeronautics Commission for \$600,000 for the construction of the new Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.
10. Consideration and possible action to accept and approve a proposal for professional services from H.W. Lochner for air cargo apron design for \$244,400 and the approval or rejection of any amendments proposed or considered by the board at the meeting.
11. Consideration and possible action to approve a one-year lease option renewal for the warehouse located at 425 Northrup to Dollar General Corporation beginning November 1, 2022 and through October 31, 2023 in the amount of \$16,000.00 per month and the approval or rejection of any amendments proposed or considered by the board at the meeting.
12. Consideration and possible action to enter Executive Session for the purpose of:

Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
13. Consideration and possible action to reconvene into regular session.

14. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

15. Staff Reports:

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

16. Adjourn

Agenda posted: October 13, 2022 at 4:00pm

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

ARDMORE DEVELOPMENT AUTHORITY
BOARD OF TRUSTEES
MINUTES OF SPECIAL MEETING
October 17, 2022, 4:00 P.M.

Ardmore Chamber of Commerce
410 West Main
Ardmore, OK 73401

TRUSTEES PRESENT: Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, Mike Whitson

EX-OFFICIOS TRUSTEES:

STAFF: Bill Murphy(virtual), Andrea Anderson, Marthanna Donald, Dan Luttrell, Thapanut "Frank" Munkong

GUESTS: Tucker Link

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

T.J. Riley called the meeting to order at 4:01 p.m.

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

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

Item 3: Consideration and possible action to approve the Minutes of the Regular Meeting of September 18, 2022.

Mike Whitson motioned to approve the minutes of the Meeting of September 18, 2022. Eric Howard seconded. Scott Chapman, Jake Charnock, Eric Howard, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

*Dr. Pam Kimbrough arrived at 4:02 p.m.; Dr. Craig Gerken arrived at 4:04 p.m.

Item 4: Consideration and possible action to accept the September 2022 Financials.

Scott Chapman presented the September 2022 Financials report. After a discussion, Jake Charnock motioned to approve the September 2022 Financials. Eric Howard seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 5: Nominating Committee Report

T.J. Riley reported that the Nominating Committee met and recommend the following to serve terms beginning January 1, 2023: Mike Whitson to serve his first 3-year term; Dr. Pam Kimbrough and Dr. Craig Gerken to each serve their second 3-year terms. Mr. Riley also reported the Committee recommends the following to serve as ADA Officers for 2023: Jake Charnock- Chair; Scott Chapman- Vice Chair; Mike Whitson- Treasurer. All the above have agreed to serve in the capacity for which they are nominated.

Item 6: Consideration and possible action to recommend Trustees to serve three-year terms beginning January 2023 and officers to serve a one-year term beginning January 2023.

Eric Howard motioned to recommend Mike Whitson, Dr. Pam Kimbrough, and Dr. Craig Gerken to serve 3-year terms beginning January 1, 2023, as well as Jake Charnock, Scott Chapman, and Mike Whitson to serve as officers for 2023. Scott Chapman seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 7: Consideration and possible action to engage Mary E. Johnson & Associates, PLLC to perform the Ardmore Development Authority Audit for FY 2022.

Bill Murphy explained it was recommended to engage Mary E. Johnson & Associates, PLLC for continuity given new ADA leadership. The price for the FY2022 audit will be \$19,900.00 which is approximately \$1,500.00 above the price for the FY2021 audit. Mike Whitson then motioned to engage Mary E. Johnson & Associates, PLLC to perform the Ardmore Development Authority Audit for FY 2022. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 8: Consideration and possible action to request the City of Ardmore to call for a Special Election for the Renewal of the Sales Tax Supporting Economic Development and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy informed the board that the ¼% sales tax dedicated to the ADA for economic development expires December 31, 2024. The City of Ardmore will also be running their ½% sales tax renewal at the same time. The date of the election will be February 14, 2023. Following a brief discussion, Scott Chapman motioned to request the City of Ardmore to call for a Special Election for the Renewal of the Sales Tax Supporting Economic Development. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 9: Consideration and possible action to approve and accept a loan including the execution of all necessary documentation from the Oklahoma Aeronautics Commission for \$600,000 for the construction of the new Corporate Hangar project and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell reminded the trustees that the loan will be for 10 years at 1.8% interest. Approval for indebtedness is on the City Commission agenda for October 17, 2022. After a brief discussion, Jake Charnock motioned to accept a loan including the execution of all necessary documentation from the Oklahoma Aeronautics Commission for \$600,000 for the construction of the new Corporate Hangar project. Eric Howard seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 10: Consideration and possible action to accept and approve a proposal for professional services from H.W. Lochner for air cargo apron design for \$244,400 and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Dan Luttrell explained that the proposal would include design and construction management services related to the \$3.0 million air cargo apron project. Design of the project should take approximately six-months with construction to begin sometime during the summer of 2023. Dr. Pam Kimbrough motion to accept and approve a proposal for professional services from H.W. Lochner for air cargo apron design for \$244,400.00. Jake Charnock seconded Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 11: Consideration and possible action to approve a one-year lease option renewal for the warehouse located at 425 Northrup to Dollar General Corporation beginning November 1, 2022, and through October 31, 2023, in the amount of \$16,000.00 per month and the approval or rejection of any amendments proposed or considered by the board at the meeting.

Bill Murphy explained that Dollar General formally notified staff of their desire to exercise their one-year lease option. Following a brief discussion, Jake Charnock motioned to approve a one-year lease option renewal for the warehouse located at 425 Northrup to Dollar General Corporation beginning November 1, 2022 and through October 31, 2023 in the amount of \$16,000.00 per month. Eric Howard seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed.

Item 12: Consideration and possible action to enter Executive Session for the purpose of:

Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).

Jake Charnock motioned to enter Executive Session. Dr. Pam Kimbrough seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. The motion passed. Executive Session began at 4:30 p.m.

*Frank Munkong and Tucker Link left the meeting.

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

Scott Chapman motioned to reconvene into regular session. Mike Whitson seconded. Scott Chapman, Jake Charnock, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, T.J. Riley, and Mike Whitson voted aye. There were no nays or abstentions. Regular session reconvened at 4:39 p.m.

*Frank Munkong returned to the meeting

Item 14: New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.

None presented

Item 15: Staff Reports

- a. President’s Report- Bill Murphy reported that he and Dan Luttrell will be attending the Air Cargo Summit with the team from Watco in Miami during the first week of November. The following week, he and Andrea Anderson will be in Houston with the Oklahoma Department of Commerce on November 15th for a reception with Consular Generals and meetings with Woodside and Circulus.
- b. Airport and Industrial Parks- Dan Luttrell informed the trustees that air traffic counts for September were up 44% due to an increase in general aviation flights and training flights with 5B Aviation. The Taxiway E project is complete and has been paid in full. Mr. Luttrell then reported that the FAA has approved the reimbursable agreement for the MALSR system. The installation is anticipated to begin in April 2023. Now that the indebtedness for the Corporate Hangar project has been approved, construction can begin once all documents for the Oklahoma Aeronautics Commission are executed. Next, Mr. Luttrell shared that HUD has approved the Congressionally Designated Spending Air Cargo project. He is working with H.W. Lochner on the design with the project start anticipated for Summer 2023. For the industrial parks, Mr. Luttrell share that the EDA Grant Waterline Project has been advertised and that bids are due on November 3, 2022. In closing, Mr. Luttrell shared that a Default Notice has been sent to Legacy Landscaping regarding the mowing contract.
- c. Marketing- Andrea Anderson updated the board on projects. She also informed the trustees that filming with Neon Cloud Productions has been rescheduled due to weather. The annual Manufacturer and Distribution Center Dinner is scheduled for October 27th. She also informed the trustees that she is coordinating a joint presentation to the Ardmore Business Roundtable from Southern Tech and Murray State College. Ms. Anderson then informed the trustees that she will be attending the National Business Aviation Association annual meeting in Orlando immediately following the close of the board meeting. Finally, she will be attending the Southern Economic Development Council Board Meeting as the Alternate Oklahoma State Director in Birmingham, Alabama November 6 through 8.
- d. Legislative- No update provided

Item 15: Adjourn

With no further business, Jake Charnock motioned to adjourn the meeting. Dr. Craig Gerken seconded. Scott Chapman, Dr. Craig Gerken, Eric Howard, Dr. Pam Kimbrough, Patrick McGuire, Steve Rhines, T.J. Riley, Mike Whitson voted aye. There were no nays or abstentions. The motion passed. The meeting adjourned at 4:49 p.m.

Respectfully Submitted:

William P. Murphy, Secretary



ARDMORE
DEVELOPMENT
AUTHORITY
AGENDA

REGULAR MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. NOVEMBER 21, 2022
ARDMORE CHAMBER OF COMMERCE
410 MAIN STREET
ARDMORE, OK. 73401

-
1. Call to order and roll call and declaration of quorum.
 2. Confirmation of compliance with the Open Meeting Act.
 3. Consideration and possible action to approve the Minutes of the Regular Meeting of October 17, 2022.
 4. Consideration and possible action to accept the October 2022 Financials.
 5. Consideration and possible action to accept the Ardmore Airpark 5 Year Capital Improvement Program and approval or rejection of any amendments proposed or considered by the board at the meeting. Presentation by H.W. Lochner.
 6. Consideration and possible action to accept the bid and enter contract with Steve Bean Construction, Inc. for \$3,284,095.70 for the construction of phase 1 of waterline replacement at the Airpark as bid on November 3, 2022, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 7. Consideration and possible action to approve a ground sublease agreement for 2 years with Dolese Bros. Co. beginning December 1, 2022, and ending November 31, 2024, for an annual rate of \$5,100 and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 8. Consideration and possible action to enter Executive Session for the purpose of:

Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
 9. Consideration and possible action to reconvene into regular session.
 10. Consideration and possible action to approve a rail asset purchase agreement with Watco for \$280,000 and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 11. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.”
 12. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
 13. Adjourn

Agenda posted: November 17, 2022, 4:00pm

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



*****PUBLIC NOTICE*****

The December meeting of the Board of Trustees of the Ardmore Development Authority will be held at 4:00 p.m. on Monday, December 12, 2022, at the offices of the Ardmore Development Authority located at the Ardmore Industrial Airpark, 620 General Drive, Ardmore, Oklahoma.

Posted: Tuesday, November 22, 2022, at 3:00 p.m.
Ardmore Development Authority/Chamber of Commerce; Ardmore Development Authority website;
Ardmore Industrial Airpark; Ardmore City Hall



ARDMORE
DEVELOPMENT
AUTHORITY
AGENDA

SPECIAL MEETING
ARDMORE DEVELOPMENT AUTHORITY
4:00 P.M. DECEMBER 12, 2022
ARDMORE AIRPARK
620 GENERAL STREET
ARDMORE, OK. 73401

-
1. Call to order and roll call and declaration of quorum.
 2. Confirmation of compliance with the Open Meeting Act.
 3. Consideration and possible action to approve the Minutes of the Regular Meeting of November 21, 2022.
 4. Consideration and possible action to accept the November 2022 Financials.
 5. Consideration and possible action to declare as surplus items broken, abandoned, or no longer of use and dispose of appropriately as described in Exhibit A and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 6. Consideration and possible action to enter Executive Session for the purpose of:
 - a. Conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to locate within their jurisdiction if public disclosure of the matter discussed would interfere with the development of products or services or if public disclosure would violate the confidentiality of the business under the provisions of 25 O.S. §307C (11).
 - b. Discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of any individual salaried public officer or employee 25 O.S. §307B (1). (President & CEO Performance Evaluation)
 7. Consideration and possible action to reconvene into regular session.
 8. Consideration and possible action to approve the performance evaluation of the President & CEO, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 9. Consideration and possible action to approve an advance per the Loan/Lease Agreement (Loan Schedule 19 and Equipment Lease Schedule 19) in an amount not to exceed \$27,326,577.80 of Additional Equipment for Michelin North America, Ardmore Plant in accordance the Amendments to the Master Equipment Lease Agreement and the Loan and Security Agreement and the Amended and Restated Promissory Note for \$640,000,000.00 dated December 21, 2020, and authorize the Chair to execute all associated documents, and the approval or rejection of any amendments proposed or considered by the board at the meeting.
 10. New Business: (As defined by the Oklahoma Open Meeting Act 25 O.S. § 311 A (9) as “matters not known about or about which could not have reasonable been foreseen prior to the time of positing of the agenda.”
 11. Staff Reports:
 - a. President’s Report
 - b. Airport and Industrial Parks
 - c. Marketing
 - d. Legislative
 12. Adjourn

Agenda posted: December 8, 2022, 12:00pm

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