

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES
PONCA CITY DEVELOPMENT AUTHORITY
PONCA CITY, OKLAHOMA
December 8, 2022**

Pursuant to notice as required by law, the Ponca City Development Authority Board of Trustees met in regular meeting session at 7:30 am in The Gravity Room, City Central Building, Suite 509, 400 East Central, Ponca City with Vice Chair Mark Detten presiding.

1. Chair Detten called the meeting to order at 7:30 a.m.
2. Attendance roll call: Trustees: Mark Detten, Erika Fetters, Garrett Bowers, Lanita Chapman, Erik Peitz and Kirk Brown. Absent: Nancy Laffey. Staff members present: Lori Henderson, Aubrey Adams, Kat Long, and David Myers. Guests: Rich Cantillon, Ponca City Chamber; Tara Goldman, United Way and Dawn Brakey, Pioneer Technology Center.
3. PUBLIC COMMENT
4. CONSENT CALENDAR. CONSIDER AND VOTE ON THE MINUTES FROM THE REGULAR MEETING HELD ON NOVEMBER 10, 2022; CONSIDER AND VOTE ON FINANCIAL REPORTS FOR NOVEMBER, 2022; CONSIDERATION AND VOTE ON THE PAYMENT OF CLAIMS FOR NOVEMBER, 2022

A motion was made by Trustee Bowers with a second by Trustee Fetters to approve the consent calendar for November, 2022.

Roll: Yeas: Detten, Fetters, Bowers, Chapman, Peitz and Brown

Nays: None

Abstain: None

Motion Carried.

5. CONSIDERATION AND POSSIBLE ACTION ON APPROVING AN EXPENSE OF \$27,000 WITH THE CITY OF PONCA CITY FOR THE SHARED COSTS OF BORING UTILITY LINES UNDER CERTAIN STREETS TO FACILITATE LARGE PRODUCT MOVEMENT OUT OF THE PONCA CITY AIRPORT INDUSTRIAL PARK;

David Myers reminded the Board this item was discussed during the November meeting, but was not put on the board agenda for vote due to the short notice given before the November Meeting. The project involves moving overhead utility lines underground at three intersections. The city requested PCDA pay for 50% of the cost, or \$9,000 per intersection for a total PCDA cost of \$27,000. The work was done between the November and December meetings since a large tank was being shipped from MJ&H this week. Staff believes that this project will benefit industry, businesses and homes in the area since it will prevent the disruption of power when large goods are moved through the transportation corridor. MJ&H is paying for phone lines and OG&E line relocations.

The large tank which left the AIP yesterday, was heading to Phillips 66 and will be hoisted by a large crane. Staff if available for questions and recommends approval.

A motion was made by Trustee Bowers with a second by Trustee Brown to approve the expense of \$27,000 with the City of Ponca City for the shared costs of boring utility lines under certain streets to facilitate large product movement out of the Ponca City AIP.

Roll: Yeas: Detten, Feters, Bowers, Chapman, Peitz and Brown

Nays: None

Abstain: None

Motion Carried.

6. CONSIDERATION AND POSSIBLE ACTION OF APPROVING AN EXPENSE OF \$8,778.00 WITH THE RICK MYERS AGENCY ON BEHALF OF THE OKLAHOMA MUNICIPAL ASSURANCE GROUP (OMAG) TO RENEW THE AUTHORITY'S GENERAL LIABILITY POLICY FOR A PERIOD BEGINNING DECEMBER 11, 2022 AND ENDING DECEMBER 11, 2023.

David Myers stated this is a relatively routine item. This is a policy that is renewed each year that includes, among other coverage, what is essentially directors and officers insurance. Since it involves the board, staff has placed this on the agenda rather than approve it at the staff level. The policy presented also provides, for the first time, coverage against cyber crimes given the rise of those incidents worldwide. The cost has is higher due to general inflation related issues as well as the addition of the cyber crime rider.

Staff recommends approval.

A motion was made by Trustee Peitz with a second by Trustee Chapman to approve the expense of \$8,778.00 with the Rick Myers Agency on behalf of OMAG to renew the PCDA general liability policy for a period beginning Dec 11, 2022 and ending Dec. 11, 2023.

Roll: Yeas: Detten, Feters, Bowers, Chapman, Peitz and Brown

Nays: None

Abstain: None

Motion Carried

7. UPDATE ON CONSTRUCTION PROJECTS

David reported that the Cookshack expansion project is on track for completion in a timely manner. Fire suppression systems are currently being installed and the project is nearing completion.

Duke should have iron girders onsite soon and staff hopes there will be "sticks in the air" by early January. Due to rain, the project is a few days behind, but that time could be made up barring weather delays. Supplies and materials have not been unduly delayed. Staff expects to have a new Cookshack lease based on the final construction project for the February meeting.

David asked Lori Henderson to update on the Clean Breeze project in the City Central building. Lori stated that City Officials have signed the Notice to Proceed. PCDA staff will start scheduling with tenants for best times to update the HVAC controls in each suite. The project needs to be completed by the end of June, 2023.

The elevator fire connection project is completed and staff will continue to nurse those elevators until the Otis contract is up in 2024. The south parking lot is now officially PCDA's and there are some small projects including striping and more lighting planned. Questions were asked and answered.

8. DISCUSSION ABOUT THE ROLE OF INDUSTRIAL PARKS IN ECONOMIC DEVELOPMENT

David Myers gave an overview to the question "Why doesn't Ponca City get any of these large mega projects (i.e. Canoo or Panasonic) in Ponca City?" He quickly mentioned workforce and transportation challenges but said the main part of this agenda item was to focus on what a mega-project looks for in terms of industrial park environments. The approved PCDA strategic plan includes the development of additional industrial land but the goals included are much smaller in scale and would likely not meet the requirements of a larger mega-project.

Lori Henderson then updated the board on different types and sizes of industrial parks throughout the state of Oklahoma. This included sizes, industrial uses, access to universities, interstates and railroads. Many of them have much more land available in the industrial parks than Ponca City.

David reported that there are conversations at the Capitol about the long term potential to develop one or more additional large industrial parks similar to the MAIP. The MAIP has 8,000 acres of industrial land with 1,500 acres currently available. It also has significant utility infrastructure and access to resources that exceed every other industrial park in the state. They also are a part of the Tulsa workforce area and have access to that population. Further, Mid-America is a trust of the State and has been around since 1960.

David also contrasted Mid-America with a similar, but smaller, industrial park in Ardmore and Tulsa. Questions were asked and answered. The State of Oklahoma will likely want to add an additional large industrial park in the Oklahoma City/Northwestern part of the state.

The state is planning to invest federal ARPSA funds to grow additional industrial parks in the state. Unfortunately, Ponca City is not well positioned due to the limited workforce and geographic constraints that would make the development of a mega-industrial park here very challenging if not impossible. Staff brought up the potential for Ponca City to work with Enid, which is a much more likely site (geographically) for a large park. The strategic concept, still an idea, not an adopted strategy, would be that it would be far more beneficial to have a large park close to allow Ponca City industries to make products for larger companies than it would be to pursue what would likely be a lost cause in trying to get Ponca City designated for a large future park. Based upon a question from Trustee Detten, staff clarified that this concept would be to offer political, not financial, support.

Myers said that this is a long term discussion that was being introduced to the board today. It is not meant to derail the industrial land elements of the adopted strategic plan and there will be further discussion in the future. He asked Trustees, however, to begin thinking about this. No additional action is requested at this time. Questions were asked and answered.

9. STAFF REPORTS

David Myers gave an overview of November contacts including 43 new industry contacts, 132 existing industry, 73 regional partners, 25 government, 15 consultants, 129 City Central, and 43 small business. Three new leads in November. David announced Liz had her baby on Monday. A little boy named Lucas. Liz and David met with the schools, both Ponca City and Pioneer Tech on the internship program on November 17th per Trustees request. Everyone is on the same page and moving forward to adding more internship opportunities and interns to the program. Kat Long gave an update on the Business Plan Pitch-off which took place on November 14th. Sizzle Sauce Media was the high score on the business plan portion as there were tie scores from the pitches. She also thanked the local judges and was pleased that a venture capital group out of OKC attended and spoke with one of the pitchers on funding their project.

David stated this is the last board meeting before the January 10th election. Staff has the last five year impact on the website, so please share that with your networks. Also on the website is the PCDA strategic plan on the web site, goponca.com.

David passed out an article on the gig economy and how much of the economy is made up "gig" workers. This will also be the last meeting in Gravity, this room, as it has been leased. Coming up next Thursday, is the Chamber/City/PCDA Holiday Party at the Mansion.

10. ENTERTAIN A MOTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO TITLE 25, SECTION 307 OKLAHOMA STATUTES TO DISCUSS PROJECTS 21-08, 21-11, 22-09, 22-15, 22-16, PROJECTS DARIUS, SPIRIT AND YELP AS WELL AS A POTENTIAL REAL ESTATE TRANSACTION INVOLVING A PRIVATELY OWNED PARCEL AT THE SOUTHWEST CORNER OF WAVERLY AND SYKES BOULEVARDS IN PONCA CITY. .

A motion was made by Trustee Bowers with a second by Trustee Fetters to enter into Executive Session.

Roll: Yeas: Detten, Fetters, Bowers, Chapman, Peitz and Brown

Nays: None

Abstain: None

Motion carried

The meeting was declared back in open session by Chair Detten at 8:43 am.

11. CONSIDERATION AND POSSIBLE ACTION ON APPROVING AN AGREEMENT IN AID OF ECONOMIC DEVELOPMENT BETWEEN LOG10, LLC AND THE PONCA CITY DEVELOPMENT AUTHORITY TO PROVIDE INCENTIVES OF UP TO \$12,5000 IN RETURN FOR JOB CREATION;

Staff recommends approval.

A motion was made by Trustee Brown with a second from Trustee Bowers to approve an agreement in aid of economic development between Log10 LLC and PCDA to provide incentives of up to \$12,500 in return for job creation.

Roll: Yeas: Detten, Fetters, Bowers, Chapman, Peitz and Brown

Nays: None

Abstain: None

Motion carried

12. NEW BUSINESS

13. ENTERTAIN A MOTION TO ADJOURN

A motion was made by Trustee Bowers with a second by Trustee Brown to adjourn the meeting

Yeas: Detten, Feters, Bowers, Chapman, Peitz and Brown.

Nays: None

Abstain: None

Motion carried

**MINUTES OF THE EXECUTIVE SESSION OF THE BOARD OF TRUSTEES OF
THE PONCA CITY DEVELOPMENT AUTHORITY
December 8, 2022**

Pursuant to notice as required by law, the Ponca City Development Authority met in executive session at 7:30 a.m. in the Gravity Room, 400 East Central, Suite #509 Ponca City, Oklahoma with Chair Mark Detten presiding.

Present:

MARK DETTEN, CHAIR
GARRETT BOWERS, TRUSTEE
ERICA FETTERS, TRUSTEE
LANITA CHAPMAN, TRUSTEE
KIRK BROWN, TRUSTEE
ERIK PEITZ, TRUSTEE
LORI HENDERSON, PCDA STAFF
DAVID MYERS, PCDA STAFF
KAT LONG, PCDA STAFF
AUBREY ADAMS, PCDA STAFF
RICH CANTILLON, CHAMBER

At 8:28 a.m. Trustee Bowers made a motion with a 2nd from Trustee Feters unanimously carried to enter into executive session pursuant to Title 25, Section 307 Oklahoma Statutes to discuss Projects 21-08, 21-11, 22-09, 22-15 22-16, Projects Darius, Spirit and Yelp as well as a potential real estate transaction involving a privately owned parcel at the southwest corner of Waverly and Sykes Boulevards in Ponca City.

David Myers, PCDA staff, led the discussion and was provided direction for the continuing negotiations with the above companies and real estate transactions, relative to economic development projects.

At 8:43 a.m. Chair Detten declared that the Executive Session was complete and returned the meeting to open session.

Respectfully submitted by:

Kat Long