

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES  
PONCA CITY DEVELOPMENT AUTHORITY  
PONCA CITY, OKLAHOMA  
November 11, 2021**

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 Conference Room, City Central Building, Suite 509, 400 East Central, Ponca City with Chair Lee Evans

1. Chair Evans called the meeting to order at 7:30 a.m.
2. Attendance roll call: Trustees: Lee Evans, Mark Detten, Nancy Laffey, Garrett Bowers, Lanita Chapman, Erica Feters and Eric Peitz. Absent. None  
Staff members present: Lori Henderson, Liz Leaming, Kat Long, Laurence Beliel and David Myers.  
Guests: Mayor Nicholson; Craig Stephenson, City Manager; Molly Kyler, Pioneer Technology; Dave Thomas, Vortex Alley Brewing and Mike Snow, Kyler Construction and Leadership Shadow.
3. PUBLIC COMMENT:
4. CONSENT CALENDAR. CONSIDERATION AND VOTE ON THE MINUTES FROM THE REGULAR MEETING HELD ON OCTOBER 14, 2021; CONSIDERATION AND VOTE ON FINANCIAL REPORTS FOR OCTOBER, 2021; CONSIDERATION AND VOTE ON THE RESOLUTION FOR PAYMENT OF CLAIMS FOR OCTOBER, 2021.

A motion was made by Trustee Detten, with a second by Trustee Peitz to approve the consent calendar.

Roll: Yeas: Evans, Detten, Laffey, Bowers, Chapman, Feters and Peitz  
Nays: None  
Motion Carried.

5. DISCUSSION ON PCDA ENTREPRENEURIAL PROGRAMS AS WELL AS A POTENTIAL GRANT PROGRAM USING ARPA FUNDS TO BE ADMINISTED BY PCDA IN COLLABORATION WITH THE CITY OF PONCA CITY AND PIONEER TECHNOLOGY CENTER.

Kat Long gave an overview of the Entrepreneurship Led Economic Development (ELED) program she is participating in through the International Economic Development Council (IEDC) which challenges communities to develop a robust ELED community. Kat's powerpoint showcased an entrepreneurship statistics on job and economic growth in rural communities with strong small business report. She also explained how PCDA, with the approval of the PCDA Board of Trustees has been developing a small business ecosystem over the last 10 years.

David Myers presented information on the grant that the City of Ponca City has received to assist small businesses in response to COVID issues. This is part of the American Renewal Plan funds that the City applied for this year. More information on this program will be forthcoming as PCDA, The City and Pioneer Technology Center iron out processes and procedures for this grant program.

## 6. GENERAL DISCUSSION ON THE POTENTIAL NEED FOR ADDITIONAL INDUSTRIALLY-ZONED LAND FOR ECONOMIC DEVELOPMENT IN PONCA CITY (NO ACTION SCHEDULED)

David Myers gave an overview of the existing PCDA industrial land holdings, what land is available in the Ponca City limits and at what level the land is zoned. Questions were listed to be addressed moving forward if PCDA should purchase more land; how much land should be purchased; should PCDA own the land or just market existing parcels; How important is I2 (intensive industrial) land; and are there other parcels PCDA should explore? Existing and needed infrastructure on several parcels were given as examples. Rail accessibility and water retention were two of the main infrastructure discussion points when looking at available Ponca City industrial land.

Questions were asked and answered.

## 7. STAFF REPORTS.

David Myers gave an overview of October contacts including 50 new industry contacts, 102 existing industry, 55 regional partners, 16 government, 6 consultants, 123 City Central, and 23 small business. Staff had no new leads this month for a total of nine projects with a total potential job count of 195.

Myers asked Laurence Beliel to talk about the Wichita Industrial Trade Show. . Laurence began by giving an overview of Industry Day for Ponca City Leadership which began with a panel of local industry Plant Managers and Owners telling their stories for the leadership group which included Bliss Industries, Continental Carbon, Bowers Trucking and Dorada Foods. . Next were facility tours with the leadership group at CME and other locations. PCDA had a booth at the Wichita Industrial Trade Show and Moonlight Machine and K&C Manufacturing helped to work the booth over the three days, October 17-19. Laurence also showed a welding piece from a welding laser which was being modeled at the show. A local company has already purchased a machine to do this type of thin gauge welding. Pioneer Tech industry students also attended the show. Mike Snow the Leadership shadow, stated the aha moment for him during industry tours was how much our companies work together.

On October 26<sup>th</sup>, Brent Kisling the Exec Director of the Oklahoma Dept of Commerce was here in Ponca City to present an award to Senator Coleman during the Chamber of Commerce Meeting. PCDA took the senators and Kisling to lunch and then toured them through Garaga and K&C Manufacturing, showcasing connectivity and collaboration among the industries. This connectivity and the trade show brigade were eye openers for them to see how our community works.

On December 2<sup>nd</sup>, the OK Manufacturing Alliance is sponsoring a lunch for local industry to give more information and get more interest in the Connex Oklahoma program. This is to connect more Oklahoma companies.

Liz Leaming talked about the job fair held in The Link on October 28<sup>th</sup> which had nine employers attend and a few job seekers. The employers were pleased with the quality of jobseekers and were pleased. Liz has also been pushing to get back in the schools and is working with the

schools to write a grant to align all students with trade and industry jobs available in the community. This would include soft skills training, industry tours and have speakers from the Ambassador program speak as well as bolstering the internship program and making the criteria open to more students participate which includes a website and centralized portal for all the partners to participate.

Lori updated the board on the elevator project. OTIS has finished the prep to get the elevators hooked up to the fire system. There are new tenants in the building: Bowers Trucking is on the third floor and Stride Bank is on the fifth floor.

David handed out an article on job satisfaction for the Board to review at their leisure.

8. ENTERTAIN A MOTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO TITLE 25, SECTION 307 OKLAHOMA STATUTES TO DISCUSS PROJECTS 17-02, 20-10, 21-07, 21-08, 21-11, CUE, EAGLE, HOMESTEAD, MOTOR HOUSE, QUONSET AND SMOKE.

A motion was made by Trustee Chapman with a second by Trustee Laffey to enter into Executive Session at 8:28 am.

Roll: Yeas: Evans, Detten, Laffey, Bowers, Chapman, Feters and Peitz  
Nays: None  
Motion Carried.

9. CONSIDERATION AND VOTE UPON AN AGREEMENT IN AID OF ECONOMIC DEVELOPMENT BETWEEN THE PONCA CITY DEVELOPMENT AUTHORITY AND VORTEX ALLEY BREWING TO PROVIDE UP TO \$30,000 IN ECONOMIC DEVELOPMENT INCENTIVES IN RETURN FOR THE CREATION OF NEW JOBS IN A FOOD MANUFACTURING OPERATION:

Vortex Alley Brewing is expanding and adding a manufacturing facility to can and distribute their product outside the Ponca City area. Staff recommends approval

Trustee Detten made a motion to approve an agreement in aid of economic development between PCDA and VAB to provide up \$30,000 in economic development incentives in return for the creation of new job in a food manufacturing operation with a second from Trustee Chapman.

Roll: Yeas: Evans, Detten, Laffey, Bowers, Chapman, Feters and Peitz  
Nays: None  
Motion Carried.

## 10. NEW BUSINESS

11. ENTERTAIN A MOTION TO ADJOURN

A motion was made by Trustee Detten to adjourn the meeting with a second by Trustee Chapman.

Roll: Yeas: Evans, Detten, Laffey, Bowers, Chapman, Feters and Peitz  
Nays: None  
Motion Carried. Meeting was adjourned at 9:02 a.m.

**MINUTES OF THE EXECUTIVE SESSION OF THE BOARD OF TRUSTEES OF  
THE PONCA CITY DEVELOPMENT AUTHORITY  
November 11, 2021**

Pursuant to notice as required by law, the Ponca City Development Authority met in executive session at 8:28 a.m. in the Gravity Meeting Room, Suite 509, 400 East Central, Ponca City, Oklahoma with Chair Lee Evans presiding.

Present:

LEE EVANS, TRUSTEE  
GARRETT BOWERS, TRUSTEE  
ERICA FETTERS, TRUSTEE  
NANCY LAFFEY, TRUSTEE  
MARK DETTEN, TRUSTEE  
LANITA CHAPMAN, TRUSTEE  
ERIC PEITZ, TRUSTEE  
LORI HENDERSON, PCDA STAFF  
LIZ LEAMING, PCDA STAFF  
KAT LONG, PCDA STAFF  
LAURENCE BELIEL, PCDA STAFF  
DAVID MYERS, PCDA STAFF  
CRAIG STEPHENSON, CITY MANAGER  
MAYOR HOMER NICHOLSON  
MOLLY KYLER, PIONEER TECHNOLOGY CENTER

At 8:28 a.m. Trustee Chapman made a motion with a 2<sup>nd</sup> from Trustee Laffey and unanimously carried to enter into executive session pursuant to Title 25, Section 307 Oklahoma Statutes to discuss projects 17-02, 20-10, 21-07, 21-08, 21-11, Cue, Eagle, Homestead, Motor House, Quonset and Smoke.

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

At 9:00 a.m. Chair Lee Evans declared that the Executive Session was complete and returned the meeting to open session.

**Respectfully submitted by:**

**Kat Long**