MINUTES OF THE SPECIAL MEETING OF THE BOARD OF TRUSTEES
PONCA CITY DEVELOPMENT AUTHORITY
PONCA CITY, OKLAHOMA
July 23, 2026

Pursuant to notice as required by law, the Ponca City Development Authority Board of Trustees met in a Special Meeting session at 7:30 am in The Redbud Room, Lower Level of City Central Building, 400 East Central, Ponca City with Chair Erik Peitz presiding.

1. **Called the meeting to order at 7:30 a.m.**
2. **Roll call taken.** Trustees: Mark Southard, Erik Peitz, and Shannon Somers and Stuart Powell. Absent: Stuart Powell and Garrett Bowers. Staff members present: Lori Henderson, Kat Long, and Lisa Bocanegra. Guests in attendance included Mayor Wagner; Ashley Ballinger, Speak Now Films; Brad Fox, Evans & Assoc; Don Bohon, Craig Stephenson and Chris Henderson, City of Ponca City; Molly Kyler and Janet Schwabe, Pioneer Technology Center Business & Industry; Homer Nicholson; Calley Lamar, Ponca City Newspaper;
3. **Public Comment: None**
4. **Comments and Reports from the PCDA Board of Trustees: None**
5. **Staff Report:**
   Lori Henderson stated that Laurence and Liz are out of town currently and she will be giving updates from them. Laurence had nothing extra to add to his contact report. Liz has been working with the Marshallese community to solidify the scheduling of their three community events. The movie theater water leak issue has been partially repaired and the last part to complete the repairs from the rain leaks has been scheduled.

   A Signing Day for businesses hosting an intern has been scheduled for Friday, August 7 at Vortex Alley. This is to promote participating businesses and recruit new businesses to the Internship Program. The TAP Incentive program has recruited five remote workers and three company employees to Ponca City. Interest from local employers is growing and there have been contact from HR Managers to ask questions about the program.

   Lori Stated that the Sales Tax Election will not be in December, 2026. She is working with Craig Stephenson, City Manager to select another date. PCDA Sales Tax Election will need to be on a ballot with another election and care is being taken in that selection process. Laurence will be leading the August 13 meeting as Lori will be at an economic development conference that day.

   Kat gave an overview of the new Welcome Wagon group which grew out of a PC Leadership class discussion. First event to welcome new to Ponca City people will be

September 15 at Ponca City Country Cub, 5:30 to 7:30pm. The Food Truck Project has been completed with $3,000 of incentives awarded: Marshall's Food Truck - $1000 for graphics; $1000 to Smokey Mac Goodness for a new warmer and $1000 to Jay's Kick Ash BBQ for a new graphics wrap on his trailer. This is $10,000 of investment from our local food trucks. The Hispanic Heritage Festival will take place on Grand in front of the Ponca City Library on Saturday, Sept. 12, 4 to 8pm.

6. **Oath of Office to incoming Trustees-Select Ashley Ballinger and Brad Fox administered by Mayor Kelsey Wagner.**

   Mayor Wagner swore in Ashley Ballinger and Brad Fox as new PCDA Trustees and they were added to the roll call for voting.

7. **Consent Calendar. (All items shall be considered and voted upon together unless an item is pulled for discussion or separate consideration at the request of one or more Trustees.)**
   a. **Consider and Vote upon the minutes from the regular meeting on June 11, 2026;**
   b. **Consider and Vote upon the Financial Reports for June, 2026;**
   c. **Consider and Vote upon the Payment of Claims for June, 2026;**
   d. **Consideration and possible action on approving Resolution 26-07-01 removing Erica Fetters and Mark Southard as authorized check signers and adding Erik Peitz and Garrett Bowers as authorized check signers at the Authority's bank accounts at First National Bank and RCB Bank.**

   A motion was made by Trustee Fox, with a second by Trustee Somers, to approve the consent calendar as presented.

   Roll: Yeas: Peitz, Somers, Southard, Fox and Ballinger
   Nays: None
   Abstain: None
   Motion Carried

8. **Entertain a motion to enter into executive session pursuant to Title 25, Section 307 Oklahoma Statutes to discuss a potential partnership, a property update, a HIP update and incentive request, potential retail opportunities and Project Triple, as well as a personnel matter involving the Executive Director.**

   A motion was made by Trustee Fox, with a second by Trustee Somers to enter into Executive Session.
   Roll: Yeas: Peitz, Somers, Southard, Fox and Ballinger
   Nays: None
   Abstain: None
   Motion Carried

9. **Consideration and possible action on approving a request from the City of Ponca City for a HIP 2.0 housing incentive with William Powell in the amount of $17,500.00.**

   A motion was made by Trustee Fox, with a second by Trustee Summers to approve a request from the City of Ponca City for a HIP 2.0 housing incentive with Willaim Powell in the amount of $17,500.00.
   Roll: Yeas: Peitz, Somers, Southard, Fox and Ballinger
   Nays: None
   Abstain: None
   Motion Carried

10. **Consideration and possible action on approving an employment agreement with Lori Henderson as Executive Director effective July 1, 2026.**

    A motion was made by Trustee Somers, with a second by Trustee Fox to approve an employment agreement with Lori Henderson as Executive Director effective July 1, 2026.
    Roll: Yeas: Peitz, Somers, Southard, Fox and Ballinger
    Nays: None
    Abstain: None
    Motion Carried

11. **New Business**

12. **Entertain a motion to adjourn.**

    A motion was made by Trustee Peitz, with a second by Trustee Fox and unanimously agreed upon by all Trustees to adjourn at 9:55 am.

MINUTES OF THE EXECUTIVE SESSION OF THE BOARD OF TRUSTEES OF THE PONCA CITY DEVELOPMENT AUTHORITY
July 23, 2026

Pursuant to notice as required by law, the Ponca City Development Authority met in executive session at 8:08 a.m. at City Central in the Redbud Room, Lower Level of City Central Building, 400 East Central, Ponca City with Chair Erik Peitz presiding.

Present: ERIK PEITZ, TRUSTEE
SHANNON SOMERS, TRUSTEE
MARK SOUTHARD, TRUSTEE
GARRETT BOWERS, TRUSTEE
BRAD FOX, TRUSTEE
ASHLEY BALLINGER, TRUSTEE
CHRIS HENDERSON, CITY OF PONCA CITY
DON BOHON, CITY OF PONCA CITY
LORI HENDERSON, PCDA STAFF
KAT LONG, PCDA STAFF
LISA BOCANEGRA, PCDA STAFF
MOLLY KYER, PIONEER TECHNOLOGY CENTER

At 8:08 a.m. Trustee Fox made a motion with a 2nd from Trustee Somers unanimously carried to enter into executive session pursuant to Title 25, Section 307 Oklahoma Statutes to discuss a property update, a HIP 2.0 request, a HIP 2.0 payment request, potential retail opportunities, and Project Triple as well as a personnel matter involving the Executive Director.
Lori Henderson and PCDA staff led the discussion in closed session and provided direction for the continuing negotiations with the projects and potential retail opportunities listed on the Closed Session agenda.

At 8:55, Lori Henderson, Kat Long, Lisa Bocanegra, Chris Henderson, Don Bohon, Craig Stephenson and Molly Kyler left Executive Session. At 9:35 a.m. PCDA Executive Director Lori Henderson was asked to return to Executive Session. At 9:50, Chairman Peitz returned the meeting to open session.

Respectfully submitted by:

Kat Long