**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES**

**PONCA CITY DEVELOPMENT AUTHORITY**

**PONCA CITY, OKLAHOMA**

**July 20, 2023**

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 Suite 101, The John McNeese Gallery, City Central Building, 400 East Central, Ponca City with Chair Mark Detten presiding.

1. Called the meeting to order at 7:30 a.m.
2. ATTENDANCE ROLL CALL: Trustees: Mark Detten, Erika Fetters, Garrett Bowers, Erik Peitz, Mark Southard, Kirk Brown, Absent: Nancy Laffey. Staff members present: David Myers, Aubrey Adams, Laurence Beliel, Liz Leaming, Katherine Long and legal counsel Derrin Hiatt. Guests: Mayor Nicholson; Calley Lamar, Ponca City News, Janet Schwabe and Dawn Brakey, Pioneer Technology Center, and Shelly Arrott, Ponca City Chamber.
3. PUBLIC COMMENT:
4. CONSENT CALENDAR. CONSIDER AND VOTE UPON THE MINUTES FROM THE REGULAR MEETING ON JUNE 8, 2023; CONSIDER AND VOTE ON THE MINUTES OF THE SPECIAL MEETING HELD ON JUNE 28,2023. CONSIDER AND VOTE UPON THE FINANCIAL REPORTS FOR JUNE, 2023; CONSIDER AND VOTE UPON THE PAYMENT CLAIMS FOR JUNE, 2023.

A motion was made by Trustee Peitz with a second by Trustee Fetters to approve the consent calendar for June, 2023.

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

 Nays: None.

 Abstain: None

 Motion Carried.

1. UPDATE ON CONSTRUCTION PROJECTS.

Laurence Beliel gave an update on Spec Building Duke. The sheetrock is up and will be completed soon. The parking lot has been leveled and the concrete is scheduled to be poured as weather permits: not too hot or too wet from rain. The HVAC equipment will be installed next week and the ramp for the front entrance is set to be poured when it is not too hot.

David Myers updated on the Clean Breeze project at City Central. New HVAC Control Systems in the building for the Lower Level through the fourth floor are completed, just undergoing some calibrations and corrections as tenants get used to the new system. The Fifth Floor project, which was approved back in May, has started and should be completed in August. A very big thank you to the City and especially Rhonda Skrapke for all their work on these projects for City Central.

1. STAFF REPORTS

David presented the June staff contact numbers as well as the 2022-2023 end of year numbers. The numbers were in line with past years, with existing industry contacts and government contacts coming in with higher than usual numbers, back in line with pre-pandemic levels. New projects for the fiscal year were 13 with 52 leads and 10 proposals presented. This year, David started reporting all leads from the state and locally so that Trustees could see some of the company/project “must haves” for each of these projects which often takes Ponca City out of the running for some of these projects including companies seeking heavy industrial land (I-3 zoning), high electrical or water loads, etc….

David asked Liz Leaming to update on Girl Power Camp and the Internship Lunch & Learn. Girl Power Camp is scheduled for the last week in July. The campers will tour several industry locations in the mornings and work on a STEM project in the afternoon. Jordan Jackson Gross and another teacher will be facilitating, and a former Girl Power Camper who is now a Sophomore at PoHi will also be a facilitator. Liz thanked Laurence for all his assistance on the project for this eighth year of the Girl Power camp.

The Internship Lunch & Learn was held at Pioneer Technology Center and was well attended. Jordan made several contacts with businesses during the lunch, including one that could have 17 year old interns participating inside their manufacturing plant.

David announced that the onsite audit will be held in the PCDA office on August 16th.

David handed out two articles. One on where Oklahoma ranks with respect to business attractiveness, according to CNBC. Thie need for workforce does hurt Oklahoma and especially Ponca City with our low unemployment rate.

The second article was from the Los Angeles Times about how rural towns are luring California’s remote workers with relocation perks. Tulsa has had some success with their remote worker recruitment which is funded by the Kaiser Family Foundation. Ponca Works ran a pilot program from September to June with MakeYourMove.com which had non-cash based incentives to people seeking to move to a more rural location. PCDA cannot offer any cash incentives to workforce to relocate and there is no foundation in the area, such as the Kaiser Family, to do something like the Tulsa Remote program here in Ponca City. Liz offered to research what types of packages are being offered by states or communities as relocation incentives which have been well received.

David reminded the Board and attendees that the August PCDA meeting has been moved to August 17th from August 10th. The Public Safety Center/Police Station has their ribbon cutting and grand opening on Monday, July 31st from 2 to 5 pm. David handed out a request for attendance to the Oklahoma Academy’s listening session on housing to be held on August 2nd at City Hall. This is a chance for Ponca Citians to voice needs for appropriate, accessible and affordable housing needs for our community.

1. ENTERTAIN A MOTION TO ENTER INTO EXECUTIVE SESSION PURSUANT TO TITLE 25, SECTION 307 OKLAHOMA STATUTES TO DISCUSS PROJECTS 23-03,23-06,23-07, 23-08, BLUE FALCON, BRT, ELEVATE, DAWNS, FEEDER, AS WELL AS POTENTIAL REAL ESTATE TRANSACTIONS INVOLVING PROPERTY LOCATED AT THE SOUTHWEST CORNER OF WAVERLY AND SYKES BOULEVARD

A motion was made by Trustee Southard with a second by Trustee Peitz to enter into executive session.

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

 Nays: None.

 Abstain: None

 Motion Carried.

 The board returned to open session at 8:27 a.m.

1. NEW BUSINESS;
2. ENTERTAIN A MOTION TO ADJOURN. Motion was made by Trustee Detten with a second by Trustee Peitz, followed by unanimous vote to adjourn at 8:31 a.m.

**MINUTES OF THE EXECUTIVE SESSION OF THE BOARD OF TRUSTEES OF**

**THE PONCA CITY DEVELOPMENT AUTHORITY**

**July 20, 2023**

Pursuant to notice as required by law, the Ponca City Development Authority met in executive session at 8:01 a.m. at City Central in Suite 101, The John McNeese Gallery, 400 East Central, Ponca City, Oklahoma with Chair Mark Detten presiding.

Present:

 MARK DETTEN, TRUSTEE

 ERICA FETTERS, TRUSTEE

 GARRETT BOWERS, TRUSTEE

 MARK SOUTHARD, TRUSTEE

 ERIK PEITZ, TRUSTEE

 KIRK BROWN, TRUSTEE

 DAVID MYERS, PCDA STAFF

 LORI HENDERSON, PCDA STAFF

 Laurence beliel, pcda staff

Liz leaming, pcda staff

AUBREY ADAMS, PCDA STAFF

KATHERINE LONG, PCDA STAFF

DERRIN HIATT, ATTORNEY

At 8:01 a.m. Trustee Southard made a motion with a 2nd from Trustee Peitz unanimously carried to enter into executive session pursuant to Title 25, Section 307 Oklahoma Statutes to discuss Projects 23-03, 23-06, 23-07, 23-08, Blue Falcon, BRT, Elevate, Dawns, Feeder, as well as potential real estate transactions involving property located at the northeast corner of Waverly and Sykes.

David Myers, PCDA staff, led the discussion and was provided direction for the continuing negotiations with the projects and potential real estate transaction listed on the Closed Session agenda.

At 8:27 a.m. Chair Detten returned the meeting to open session.

**Respectfully submitted by:**

**Katherine Long**