

Board of Trustees

Diana Moon Adams
Chair

Jamie Bennett
Secretary/Treasurer

Martin Garber

Drew Ihrig

Chris Batchelder

**Ex-Officio
Members**

Dale Copeland
Mayor

Jim Curd
City Councilor

David Wood
President

David King
Legal Counsel

Bartlesville Development Authority

201 SW Keeler Ave (Depot)
Bartlesville, OK 74003

----- MEETING AGENDA -----

8:00 a.m.
May 27th, 2020

Via VideoConference

Per Senate Bill 661

All Trustees shall attend by VideoConference

The public may attend virtually at the following link:

<http://www.bdaok.org/live-stream>

Call to Order -*Diana Adams*

- Oath of Office for incoming Trustee Chris Batchelder – *Laura Clark*

Minutes – Presentation of April 10th Special Meeting Minutes -*Diana Adams*

Financials – Presentation of April, 2020 Financial Statements -*David Wood*

CVB Annual Report and Budget Request – *Maria Gus, Executive Director*

- Discuss and take action to approve/modify CVB operating budget for FY 2020-21
- Discuss and take action to approve the annual contract between BDA and CVB, subject to budget approval by the City Council.

BDA Budget Presentation and Annual Funding Allocation – *David Wood*

- Discuss and take action to approve/modify BDA operating budget for FY 2020-21
- Discuss and take action approving the annual contract between BDA and the City of Bartlesville.

Executive Session

- Motion and vote to move to Executive Session pursuant to 25 O.S. Sec. 307 (C) (11) 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, and -*Diana Adams*

Return to Open Session

- Discuss and take action on a request from Custom Molding Services for a one-year forbearance on their forgivable loan – *David Wood*
- Discuss and possibly take action on a proposal to purchase the former creamery building at 515 W. Frank Phillips Blvd. for \$165,000 and fund restoration/renovations not to exceed \$2 million for leaseback to Mark Spencer for locating a boutique butchery, dairy, and bakery operation – *David Wood*

- Discuss and possibly take action on a recommendation to the Bartlesville City Council to allocate \$220,000 from the Economic Development Fund for a forgivable loan to Mark Spencer for the creation of 22 new food processing jobs – *David Wood*
- Discuss and possibly take action on a Resolution supporting a City Council appropriation from the Economic Development Fund for a potential Loan Guarantee and/or Utilities Assistance Program to be developed collaboratively between BDA/City staff, consistent with the recommendations of the Economic Recovery Task Force – *Diana Adams*

Staff Reports

Adjourn

The Agenda was received in the office of the City Clerk, Bartlesville, Oklahoma at 2:36 p .m. on Friday, May 22, 2020 and posted same day at 5 p.m. on the City of Bartlesville website and in prominent public view at City Hall.

Jason Muninger

City Clerk/Finance Director

/s/ Elaine Banes

by Elaine Banes, Deputy City Clerk