

**Board of Trustees**

Chase Allcott  
*Chair*

Tara Gotwalt  
*Secretary/Treasurer*

Jamie Bennett

Gayle Lester

Mark Runnels

**Ex-Officio  
Members**

Jim Curd  
*Mayor*

Trevor Dorsey  
*Vice Mayor*

David Wood  
*President*

David King  
*Legal Counsel*

**Bartlesville Development Authority**

201 SW Keeler Ave (Depot)  
Bartlesville, OK 74003

**----- MEETING AGENDA -----**

8:00 a.m.  
November 19<sup>th</sup>, 2025

**Call to Order - Chase Allcott**

- **Minutes** – Presentation of September 24, 2025 Meeting Minutes - *Chase Allcott*
- **Financials** – Presentation of October 2025 Financial Statements – *David Wood*

**EXECUTIVE SESSION**

- Motion and vote to move to Executive Session pursuant 25 O.S. Sec. 307 (B) 1 for the purpose of discussing the employment, hiring, appointment promotion, demotion, disciplining or resignation of any individual salaried public officer or employee, and 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. – *Chase Allcott*

**RETURN TO OPEN SESSION**

- Discuss and possibly take action designating a successor for President & CEO, David Wood, upon his retirement effective January 31, 2026 - *Chase Allcott*
- Discuss and possibly take action on amending and restating a forgivable loan agreement with Custom Molding Services – *David Wood*
- **Project Updates**
  - Airport hangar construction – *Chris Batchelder*
  - Industrial speculative building – *Jared Patton*
- **Public Comment**
- **Adjourn**

The Agenda was received and filed in the Office of the City Clerk, Bartlesville, Oklahoma on Monday, November 17, 2025 at 11:44 a.m. and posted same day at 5:30 p.m.

Jason Muninger

Jason Muninger, CFO/City Clerk

/s/ Elaine Banes

by Deputy City Clerk

Open Meetings Act Compliance (25 O.S. Sec. 301 et seq.): All discussion items are subject to possible action by the Bartlesville Development Authority (BDA). Official action can only be taken on items which appear on the agenda. The BDA may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the BDA may refer the matter to the City Manager, Staff or City Attorney, or back to a committing or other recommending body. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely. Agenda items requiring a public hearing as required by law will be so noted. The BDA may at their discretion change the order of the business agenda items. City of Bartlesville encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at least one working day prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive this rule if signing is not the necessary accommodation.