

**OOWA Board of Trustees Meeting
December 14, 2021 – 10:00 a.m.
Pryor, Oklahoma**

A G E N D A

1. Consider approval of minutes for the November 1, 2021 meeting – Mick Webber.
2. CAO's report – David Stewart.
3. Financial Report – Stephanie Hammock.
4. Summary of Operations and Construction Report – Jason Stutzman
5. Consider approval of filtered and chlorinated water rates for the period of January 1, 2022 to June 30, 2022 – Jason Stutzman.
6. Consider approval of waste treatment rates for the period of January 1, 2022 to June 30, 2022 – Jason Stutzman.
7. Consider approval of amendments to Lease and Building Management Agreements with Action Group Staffing – Scott Fry.
8. Consider approval of Agreement with Holloway, Updike and Bellen (HUB) for Engineering Services for 2022 Water System Improvements South Service Area Expansion – Jason Stutzman.
9. Consider approval of a special Federal Aviation Administration (FAA) airport grant offer approved by the U.S. Congress related to the American Rescue Plan Act (ARPA) for mitigation and economic recovery efforts – Jason Stutzman.
10. Consider approval of entering into a project agreement between Oklahoma Ordnance Works Authority (OOWA) and Oklahoma Department of Transportation (ODOT) to construct a 4-leg Roundabout (controlled intersection) at SH 412B and OOWA "Patrol Road" E0555 (Phase 1); and resurface SH 412-B from US 412/SH 412-B to SH 69-A, including shoulder improvements totaling 5.3 miles (Phase 2) – Jason Stutzman.
11. Consider approval of ratification for expenditures associated with providing build-out services in existing white box space at The District, for Oklahoma Ordnance Works Authority's new "Welcome Center" adjacent to OOWA's Marketing Office – Sherry Alexander.
12. Consider holding an Executive Session pursuant to 25 O.S. Section 307 C.10 of the Open Meeting Act to confer on matters pertaining to economic development and pursuant to 25 O.S. 307B.1 to discuss personnel matters.

13. Consider approval of authority to negotiate and finalize a proposal with Design Workshop to enter into a contract for the Four Corners Region and Community Development Placemaking plan. – Sherry Alexander.
14. Consider approval of Letter Agreement for Professional Services with Olsson Inc. for Detail Design of +/- 600 acres east of Hwy 412B – Jason Stutzman.
15. Consider approval of Letter Agreement for Professional Services with Olsson Inc. for Detail Design of +/- 100 acres north of Hwy 69A – Jason Stutzman.
16. Consider approval of Letter Agreement for Professional Services with Olsson Inc. for Residential Tracts Surveying Services– Jason Stutzman.
17. Consider approval of authority to negotiate and sign all closing documents with Chevron Phillips Chemical, LP for purchase of property per Lease Agreement – Jason Stutzman.
18. Consider approval of Real Estate Purchase and Sale Agreement with American Castings, LLC – Jason Stutzman.
19. Consider approval of Real Estate Purchase and Sale Agreement with Rex Alexander Enterprises, Inc. – Jason Stutzman.
20. Consider approval of Real Estate Purchase and Sale Agreement with Robert and Tina Carlile – David Stewart.
21. Consider approval of Real Estate Purchase and Sale Agreement with Grand River Dam Authority – David Stewart.
22. Consider approval of authority to negotiate sell price for ten acres of land – David Stewart.
23. Consider approval of authority to negotiate easement with Hashpower, LLC – Jason Stutzman.
24. Consider approval of CAO's expense claim – Mick Webber.
25. Consider approval of wage increase for salaried employees – David Stewart/Stephanie Hammock.
26. New Business

Next Regular Scheduled Board Meeting is February 22, 2022

**OOWA Board of Trustees Meeting
December 14, 2021, 10:00AM Central Time (US and Canada)**

Trustees attending Regular, Open and Executive Session on-site:

David Stewart

Mick Webber

Charles Sublett

ZOOM MEETING INFORMATION:

OOWA -MidAmerica Industrial Park

Topic: OOWA Board Meeting – December 14, 2021

Time: Dec 14, 2021, 10:00 AM Central Time (US and Canada)

Join Zoom Meeting

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**Minutes of a Regular Meeting of the Board of Trustees of The Oklahoma
Ordnance Works Authority Held in The Conference Room
Of the Authority Headquarters, Pryor, Oklahoma**

November 1, 2021

Trustees Present: Mick Webber
 David Stewart
 Sean Burrage
 Brent Kisling
 Charles Sublett

Others Present: Bill Anderson, OOWA General Counsel
 Jason Stutzman, OOWA Executive Director
 Stephanie Hammock, OOWA Director of Finance/Comptroller
 Sherry Alexander, OOWA Director of Business Development
 Scott Fry, Director of Workforce Development
 Tonya Backward, OOWA Economic Development Specialist
 Jerry Douglas, OOWA Manager of Purchasing and Facilities
 Lindsay Coats, OOWA Contract Administrator
 Brittany Greer, OOWA Workforce Development Coordinator
 Rhonda Spurlock, OOWA Executive Assistant
 Chris Kinder, OOWA Project Manager
 Representative Tom Gann, State of Oklahoma
 Rhett Morgan, Editor – Tulsa World
 David King, President – Mid-First Bank, Tulsa
 Barbara Hawkins, President – Pryor Chamber

The meeting was called to order at 10:01 a.m. by Chairman Mick Webber and roll call of Trustees was taken and a quorum was present. Mick Webber called for approval of the August 24, 2021, board meeting minutes. Brent Kisling made a motion to approve the August minutes, Charles Sublett seconded the motion. All others voted “aye.”

David Stewart reported OOWA continue efforts with preparing for not only Canoo but other companies that could follow. There has been very positive press locally and nationally for MidAmerica and companies continue to look at the Park. A proposal has been submitted to the county commissioners for a Tax Increment Financing (TIF) district. It is a complex and legal process, but it can provide incentives for companies to move into the Park. It gives substantial money to the school systems, infrastructure and some project cost to the company. MidAmerica maintains all the roads in the Park. A percentage of the TIF will be set up as a project fund to assist with roads, infrastructure and community projects with a significant amount going back to current recipients. It is in review stages and a committee has been formed. The committee meets to decide the best approach and MidAmerica will be in discussions with how it all works. The committee is made up of the recipients of the ad valorem tax, (career tech, public schools in the area, the county, and the health department) and three at large members.

One of the three at large will represent a business. It isn't determined that MAIP will serve on the committee, but we are pushing for it. MidAmerica is a facilitator to provide information (it is an education process) and then the committee will make the ultimate decision. The TIF is really good for the companies, which MidAmerica is competing for with other areas all over the country, but if we don't have the TIF, most likely we won't get the bigger companies to come to the Park. It is a function of how much ad valorem tax there is, and that tax would go as normally distributed. Creative, progressive, and complex but when we explain it works, it has been taken very positive. Chouteau Schools and Northeast Tech are positive about this – no decision has been made at this point, but it will help facilitate. The County Commissioners will be the ultimate vote on the TIF. This is great for the schools when you look at the incentive that Google had when they came to the Park. They essentially came because of the incentive and look what has happen with the area. They most likely wouldn't have made that decision to come without the incentive. Internally we continue to prepare for Canoo, and working on placemaking, projects are good, and the financial statements look positive. There are currently no TIFs in the Park or Mayes County. Inola is looking at TIF currently. Sean Burrage added that the TIF is more of being educated and understating what it is. David added that it is encouraging that the County Commissioners have decided to review the TIF.

Mick Webber wanted to take time and welcome those attending via Zoom, Representative Tom Gann, Rhett Morgan, and David King along with the OOWA staff. He expressed his thanks to them for taking the time to attend the meeting. Barbara Hawkins joined the meeting later.

Stephanie Hammock presented the financial report, provided to the Trustees, which is for the five months ending September 30, 2021. The net operating income is \$1.3M favorable over the budgeted amount of \$129,000. The water plant net income was \$1.2M versus a budgeted amount of \$750,000 ending \$430,000 favorable and waste treatment also yielded favorable results of \$172,000. Interest income is under budget \$625,000 due to extremely low rates. Stem and Workforce expenses are \$98,000 favorable, Marketing expenses are \$89,000 favorable, and Professional Services are favorable at \$258,000 but will decrease significantly with the items on the agenda, if approved. Cash flow operating activities were \$2.7M and of that \$5.8M was used for capital projects including \$928,000.00 for Dupont railcar track expansion project, \$1.1M for the wastewater expansion project and \$973,000 for the Capital A improvement project. These are three of the significant projects currently in process. The month ended with \$121.7M with cash and investments decreasing \$3.1M. David Stewart added that we are holding strong in cash and will be spending cash for preparing Igloo Valley. Mick Webber inquired about spec buildings and if should be on the radar. David answered with the way material costs are right now, it wouldn't be something he believes should be explored at this time until costs come down.

David Stewart added that OOWA named a new Executive Director, Jason Stutzman who has been with Oklahoma Ordnance Works Authority for about twenty years and it is excited to have him in this role.

Violet Kirkendall and Mark Helland with Hood & Associates presented the 2021 Audit report and requested approval and ratification of the report. Violet, a managing partner with Hood & Associates, was a part of the OOWA audit team this year and worked with Stephanie Hammock and Mark Helland on the report as well as helped with performing and overseeing this year's audit. Violet expressed OOWA has a great organization, and she is glad to be a part of the team on this year's audit and then turned it over Mark Helland. He expressed this was an unqualified report with no findings and some standard journal entries, with three primary differences included in the Audit Report. There was nothing out of the ordinary in this report. The Audit report was submitted to the State of Oklahoma by the deadline. OOWA Trustees reviewed and had no questions on the report. David Stewart made the motion to approve the 2021 Audit report as completed; Sean Burrage seconded the motion. All others voted "aye".

Jason Stutzman presented the operations and construction report. Currently, all projects are in the green. The water projects are moving along and should be completed by end of December 2021. The two projects in the engineering stages will be reviewed and discussed in next year's budget cycle. As for available building space, if the Board so chooses to move forward with construction, Building 626 is in the design phase and at approximately 90% completion. David Stewart added that this building was designed for smaller companies, multi-plex, multi-tenant space and it can move forward at any time but again until the supply chain loosens, it is something we should just monitor. Jason expressed that the 10th street extension to Hwy 412B has begun. There are a couple of railroad crossings within this project that are in the upcoming agenda items. The new roundabout resurfacing project is in the engineering process with Olsson, and this is the project that OOWA is in a partnership with the Oklahoma Department of Transportation. A Resolution will be forthcoming in the December 2021 meeting as negotiations are ongoing with ODOT for review and approval. ODOT is asking that OOWA enter into a ten-year agreement to maintain the road. The Parallel Taxiway is open and complete. The wastewater treatment expansion is progressing well and with completion expected next year. Mick Webber asked if there were any issues with obtaining materials for this project. Jason answered by stating the materials were anticipated, so the materials were ordered early on. Asked if there were any upcoming projects, Jason answered with there would be the Northeast and South water loop coming up for discussions.

Jason Stutzman presented a request for approval for two change orders. The first change order is a deduct for the Phase I Signage and Wayfinding with SSC Signs and Lighting. The deduct is \$1,854.71 which was part of an exchange for electrical work that was done by OOWA. This project should be completed by the end of December 2021. The second change order presented is a deduct for the Dupont Industrial Track expansion project with American Track Generations, LLC. This change order is a deduct of \$45,000.00 due to change of using limestone ballast instead of granite. This is a change that Solae approved.

After hearing the details and proposed change orders (deducts) on each project, David Stewart made the motion to approve the change order (deducts) presented; Charles Sublett seconded the motion. All others voted "aye".

Jason Stutzman presented a request for approval of lease agreement with Solae, LLC for a lease renewal. The current lease with Solae, LLC expires on November 30, 2021, and allows for a five-year extension. This extension would begin December 1, 2021, and run through November 30, 2026, at a monthly lease rate of \$3,862.50 which is a three percent (3%) increase. The original contract/lease was entered into on January 27, 1981. This lease is for the South Land Farm and Solae requested a five-year renewal. Mick Webber made a motion to approve the lease agreement with Solae, LLC for a five-year renewal at a monthly rate of \$3,862.50; Brent Kisling seconded the motion. All others voted "aye".

Jason Stutzman presented the request for approval of a construction contract with Union Pacific Railroad for construction of a new rail crossing and an upgrade to an existing rail crossing regarding the new 10th Street Grading, Drainage and Surfacing Project. The new 10th Street extension project will cross Union Pacific (UP) railroad's existing trackage in two locations. UP is solely responsible for the design and implementing construction at all crossings on their trackage. One crossing would be completely new (west crossing at Sta. 233+00) and the second crossing is an existing and requires substantial rework and upgrades (east crossing at Sta. 294+70). UP has provided a cost proposal/estimate to construct the two crossings to their design/specifications utilizing in-house forces or contractors subcontracted to the UP. The total proposed contract in the amount of \$131,006.00 to Union Pacific for the reconstruction of the existing crossing at 294+70 and a contract in the amount of \$104,399 to Union Pacific for their construction of a completely new crossing at crossing 233+00. This project was part of the capital budget. David Stewart made a motion to approve the construction contract with Union Pacific Railroad for a total of \$235,404.00 for the two rail crossings as part of the 10th Street expansion project; Sean Burrage seconded the motion. All others voted "aye".

Jason Stutzman presented the request to consider approval for a contract with Ford Audio-Video Systems for updates to technology equipment in the OOWA Administrative office's conference center. The current audio-visual equipment in the conference center was installed by Ford Audio in 2013. A scope of work for this project was developed and would integrate new equipment (camera, microphones, and audio amplifier) as well as include installation. This would bring all the new equipment together to perform at a higher standard. The equipment is priced under the State of Oklahoma contract. The total contract price with Ford Audio-Video Systems, LLC is \$31,455.00. Brent Kisling made a motion to accept the contract with Ford-Audio Video Systems for updated conference center equipment to be installed in the amount of \$31,455.00; Sean Burrage seconded the motion. All others voted "aye".

Jason Stutzman presented for approval a purchase of electrical equipment from Schuermann Enterprises Inc., (SEI) for PLC communication hardware and upgrade at the Water Treatment/Wastewater Treatment Plant. The engineering services for the Water Treatment PLC replacement, communication improvements, and programming which was approved in June 2021, identified the hardware required to enhance redundancy and reliability of the operating system which had an approximate cost of \$500,000.00. After working with SEI and Schneider there were some cost savings measures established and the purchase cost for this equipment which will be acquired under this purchase order is \$243,411.29.

Multiple vendors and brands of equipment were evaluated by SEI before the Schneider Modicon line was selected. SEI then evaluated the technical support offered by the two distributor options, Graybar, and Irby. Graybar was able to offer superior technical support and was selected as the partner for this project. The equipment was priced and purchased through the OEM rep and integrator. The total purchase order amount with Schuermann Enterprises, Inc. is \$243,411.29. David Stewart made a motion to accept the purchase order amount of \$243,411.29 with Schuermann Enterprises, Inc.; Charles Sublett seconded the motion. All others voted "aye".

Brent Kisling made a motion to go into Executive Session as outlined in the agenda to confer on matters pertaining to economic development and personnel matters; Sean Burrage seconded the motion. All others voted "aye." After Executive Session, Brent Kisling made the motion to come out of Executive Session siting no action taken; Sean Burrage seconded the motion. All others voted "aye."

Jason Stutzman presented approval for the Resolution (attached) for the Cherokee Nation Daycare Facility. Charles Sublett made a motion to approve Resolution #1 of agenda item #12 titled Cherokee Daycare Facility donation; Brent Kisling seconded the motion. All others voted "aye".

Agenda Item #13 was stricken.

Jason Stutzman presented approval for a Master Planning Letter Agreement for Professional Services with Olson for two areas (200 +/- acres west of Hwy 69) and (100 +/- acres north of Hwy 69A). The agreement is not to exceed \$65,000.00 with Olsson. Charles Sublett made a motion to approve the Master Planning Letter agreement with Olsson for two areas of land and not to exceed a cost of \$65,000.00; David Stewart seconded the motion. All others voted "aye".

David Stewart presented approval for a Resolution related to the development and preparation of growth initiatives. With the addition of Canoo, the excitement and bright future in the Park as well as all the surrounding communities, OOWA Management would like to take an aggressive approach in continuing doing the things that MidAmerica does with education, The District, the industries, and communities. David Stewart presented for approval the following Resolution (attached) for approval: That the Board supports management's efforts to substantially accelerate a more enhanced and robust program of placemaking, quality of life, and development of amenities, housing, workforce development and recruitment at the MidAmerica Industrial Park; Brent Kisling seconded the motion. All others voted "aye".

Mick Webber presented the Chief Administrative Officers' expense claims. After review by the Trustees, Brent Kisling made a motion to accept the expense claims as presented; Sean Burrage seconded the motion. David Stewart abstained. All others voted "aye".

Mick Webber made the motion to adjourn; Sean Burrage seconded the motion. All others voted “aye.” There being no other business the meeting was adjourned.

Chairman

Chief Administrative Officer

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Agenda Item #2

Title: CAO's Report

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Agenda Item #3

Title: Financial Report.

OKLAHOMA ORDINANCE WORKS AUTHORITY - Projects Status Report 12/14/2021

<u>Ref.</u>	<u>PROJECT DESCRIPTION</u>	<u>STATUS</u>	<u>COST</u>	<u>COMMENT/STATUS</u>
<u>WATER</u>				
8	Capital Improvement Project A	Underway	\$3.0M	Overall project (WTP & WWTP) is approximately 65% complete.
10	NE Water Loop	Engineering	\$139,500	Conceptual plan presented. Initial stakeholders meeting scheduled for January 2022.
11	WTP2 Storage Tank Rehab	Engineering	\$132,100	Engineering at 65%. OOWA reviewed 65% plans and sent comments to engineer. Expect to bid in January '22.
12	WTP1 Drainage Basin Improvements	Underway	\$232,750	Project is approximately 85% Complete.
13	WTP PLC Improvements	Underway	\$656,811	Engineering complete. Equipment purchases completed. Preconstruction meetings initiated.
14	South Service Area	Engineering	\$113,000	Preliminary engineering underway. Three phases to the project (lines-storage-pumps)
<u>BUILDINGS</u>				
23	814g. 626	On Hold	\$134,830	Project on hold. Completed 90% drawings.
<u>SITE DEV.</u>				
31	Zarrow/69A Street Improvements	Engineering	\$3,334,286	Engineering review with plan changes ongoing from additional field information regarding existing gas lines. Engineer is working with ONG on utility relocation.
34	10th St. Extension to 412B	Underway	\$4,969,231	Contractor overall progressing well. Project is approximately 20% complete.
37	2nd Street Grading, Drainage and Surfacing	Underway	\$213,591	Some drainage issues between this project and Brent Electric have come to light requiring engineering review. Expect project to be completed in early January '22.
38	OOWA Industrial Site Signage Package Phase 1-2	Underway	\$504,519	Shop fabrication for signs ongoing. Initial field installation work ongoing. Scheduled completion 1/17/22.
39	412B New Roundabout & Resurfacing	Engineering	\$1,362,580	Initial Surveying complete. Design investigation/work underway. OOWA & ODOT have worked out scope and agreement language between the two entities for Board approval.
<u>WASTE</u>				
50	WWTP 2 MGD Expansion	Underway	\$13.7M	SBR vertical walls forming/concrete placement ongoing. 2 MG SBR basins are approximately 65% complete.
51	Line E Rehabilitation	Underway	\$744,444	Project complete.
52	WWTP Headworks Loading	Engineering	\$15,700	Design review and needs assessment underway.
53	Coyote Hills Regional Lift Station	Engineering	\$218,500	Preliminary engineering underway.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #5

Title: Consider approval of water rates for the period of January 1, 2022 through June 30, 2022.

Issue: OOWA's customer contracts for the sale and purchase of filtered and treated water provide for a semi-annual evaluation of water treatment operations with a specific goal of determining the need for any rate adjustment.

Relevant Information: Staff has conducted a thorough analysis of OOWA's water plant operation for the above stated rate period. Chemical costs are expected to see a major increase due to reduced supply, transportation cost (driven by fuel surcharges), and production labor costs associated with a limited workforce. Cost projections for 2022 reflect an increase of 25% to 100% for the chemicals used to treat the raw water. An increase of 7.5% across the board will take our base water rate from \$1.68 per thousand gallons to \$1.81 per 1,000 gallons. The recommended adjusted rate still leaves us in a highly favorable position when compared against other major water suppliers in the region.

Cost of Project: This is a revenue generating item and there is no direct cost associated with consideration of this agenda item.

Timing: Any approved rate adjustment will become effective January 1, 2022.

Management's Recommendation: Staff hereby recommends approval of increasing the filtered and treated water rates 7.50% for the period beginning January 1, 2022.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #6

Title: Consider approval of wastewater rates for the period of January 1, 2022 through June 30, 2022.

Issue: OOWA's customer contracts for treatment of wastewater discharge provides for a semi-annual evaluation of wastewater treatment operations with a specific goal of determining the need for any rate adjustment.

Relevant Information: Staff has conducted a thorough analysis of OOWA's wastewater treatment plant operation for the above stated rate period. Cost centers associated with the operations are poised to see an increase during the upcoming six-month evaluation period. Capital costs associated with sewer line improvements (Line E-Phase 1), lift station replacement (Hotel LS) and the WWTP expansion project, that is currently underway, have contributed to the cost increase. An increase of 5.0% across the board is necessary to keep our modest operating margins intact. This adjustment moves our base wastewater treatment rate from \$3.02 per 1,000 gallons of metered wastewater effluent coming into our system to \$3.17 per 1,000 gallons. That same adjustment will be applied to flat rate customers and per employee usage calculations.

Cost of Project: This is a revenue generating item and there is no direct cost associated with consideration of this agenda item.

Timing: Any approved rate adjustment will become effective January 1, 2022.

Management's Recommendation: Staff hereby recommends approval of increasing the wastewater treatment rates 5.0% for the period beginning January 1, 2022.

**OOWA Board Meeting
December 14th, 2021**

To: OOWA Board of Trustees

Consider Approval of Agenda Item #7

Title: Consider approval of amendments to Lease and Facilities Management Agreements with Action Group Staffing (AGS).

Issue: OOWA entered into a lease agreement with Action Group Staffing (AGS) in January 2019, to occupy office space in the Center of Excellence to operate their staffing agency operation. In January of 2020, a new Building Management Agreement was entered into with AGS and they assumed responsibility and liability of maintaining and overseeing the building on a daily basis. The new agreement effectively reduced AGS' lease rate to \$12 per year. Both original agreements end on December 31, 2021. The new amendments will extend both agreements through December 31, 2024.

Relevant Information: The partnership with Action Group Staffing has proven to be an effective model that has resulted in new programs that are supporting MidAmerica Delivers and our companies. AGS employs over 300 workers in the Park, acts as employer of record for high school internships, have established a program with the Department of Correction providing workers in the Park and continues to provide transportation services for workers.

Estimated Cost of Project: There is no cost on the behalf of OOWA for this project. While the lease agreement is written for \$1,500 per month, the facilities agreement reduces the amount to \$12 per year for services rendered.

Timing: Lease and facility management amendment will be effective January 1, 2022 and will be effective through December 31, 2024.

Management's Recommendation: Staff recommends that the board approve of the lease and facilities amendments with Action Group Staffing.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #8

Title: Consider approval of Agreement with Holloway, Updike and Bellen, Inc. for Engineering Services Agreement for 2022 Water System Improvements South Service Area Expansion

Issue: MidAmerica Industrial Park continues to improve areas to serve industrial clients that require 500-1000 acres of land for development. Site access, roads, water, sewer and environmental clearance are part of the process. The South Service Area Expansion has been identified as the next step due to the length of time to engineer and construct.

Relevant Information: Holloway, Updike and Bellen, Inc. (HUB Engineers) has prepared a scope of work for the South Service Area Expansion. The project consists of professional engineering services to design approximately 14,500 linear feet of 24" water line, two elevated water storage tanks, replacement of the WTP1 West Service Pumps and yard piping improvements at WTP2 to serve portions of the proposed Coyote Hills, Ridgeline and Igloo Valley development areas. The scope of work proposed authorizes HUB Engineers to provide Engineering Report addressing the proposed improvements in accordance with ODEQ Funding Agency Coordinating Team (FACT) requirements and provide coordinating assistance with the Environmental Information Document. The Engineering Report will define the Field Survey and Preliminary Design, Easement Documents, Final Design, Bidding Services and Construction Administration.

Cost of Project: The engineering contract with Holloway, Updike and Bellen, Inc. is a lump sum contract for \$113,000.

Timing: The contract would be processed immediately allowing the engineering to be begin. Final design complete 90 days from Notice-to-Proceed.

Management's Recommendation: Staff hereby recommends approval of the contract with Holloway, Updike and Bellen, Inc. in the amount of \$113,000 to perform engineering services for the South Service Area Expansion.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #9

Title: Consider approval of a special Federal Aviation Administration (FAA) airport grant offer approved by the U.S. Congress related to the American Rescue Plan Act (ARPA) for mitigation and economic recovery efforts.

Issue: In the third quarter of 2021, the U.S. Congress approved a third stimulus package (ARPA) aimed at moving the country toward economic recovery from the devastating effects of the COVID 19 pandemic. Part of the package includes modest grant awards to small general aviation airports. Based on our classification as a regional business airport, MidAmerica has been awarded a \$32,000 grant that can be used to offset special COVID curtailment efforts and general operational expenses.

Relevant Information: In accordance with the American Rescue Plan Act of 2021 the FAA has approved the Airport Rescue Grant Application for the Mid-America Industrial Airport (Airport Rescue Grant). The Airport Rescue Grant is provided in accordance with the American Rescue Plan Act (ARPA) to provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments.

Cost of Project: The only costs associated with the request are minor administrative efforts of salaried staff.

Timing: Draw down on the grant as awarded will probably begin in January 2022 and be concluded by the third quarter 2022.

Management's Recommendation: Board approval of the request for ratification of acceptance of the FAA grant offer related to the ARP Act is recommended.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #10

Title: Consider approval of entering into a project agreement between Oklahoma Ordnance Works Authority (OOWA) and Oklahoma Department of Transportation (ODOT) to construct a 4-leg Roundabout (controlled intersection) at SH 412B and OOWA 'Patrol Road' E0555 (Phase 1); and resurface SH 412-B from US 412/SH 412-B to SH 69-A, including shoulder improvements totaling 5.3 miles (Phase 2).

Issue: OOWA is planning to construct a new paved road to provide access to newly cleared future development sites including Coyote Hills, Ridgeline, and Igloo Valley areas. This new road aligns with our existing gravel 'Patrol Road' E0555 which intersects SH 412B roughly a mile south of Siemens/AEP power plant. At this location the line of site is extremely poor in both directions and is in fact potentially dangerous for vehicles exiting or entering E0555/SH 412B, requiring a controlled intersection. Additionally, SH 412B is needing full pavement resurfacing and both shoulders reconstructed to safely accommodate increase in traffic over the years. This is one of the two major traffic corridors into the Park, and significantly impacts workers, suppliers, and visitors in MAIP.

Relevant Information: OOWA has entered into a professional services agreement with Olsson to provide surveying, utility investigation, design and specifications and construction documents necessary to construct the Phase (1) 4-leg Roundabout at 'Patrol Road' E0555 and 412B; and Phase (2) full resurfacing of both driving lanes and shoulders improvements from US 412/SH 412B to SH 69A. OOWA solely bears all financial costs of these professional services. OOWA also is responsible for all costs associated with utilities relocation and right of way acquisition estimated at \$850,000. ODOT, in turn, agrees to bear all financial costs of construction for both phases of the work, estimated to be \$14,000,000.00. Additionally, OOWA agrees to provide 25% of ODOT's maintenance costs (not to exceed \$250,000.00), 10-15 years after completion of both Phase (1) and Phase (2) work. The not to exceed amount will be adjusted for inflation at two percent (2%) per year starting the first year a maintenance project is performed.

Cost of Project: The total estimated OOWA maintenance contribution to ODOT after 10-15 years from completion of both Phases of the project is \$300,000.00.

Timing: Entering into contract between OOWA and ODOT is to be executed immediately upon approval of the Board. Phase (1) of the work is expected to start third quarter of 2022 and take approximately eight (8) months to complete. Phase (2) is expected to start second quarter of 2024 and take approximately four (4) months to complete.

Management's Recommendation: Staff hereby recommends approval of entering into contract with ODOT to construct a 4-leg roundabout at OOWA 'Patrol Road' E0555/SH 412B and contribute 25% of ODOT's maintenance costs, estimated to be \$300,000.00 at/or near the 10-15 year life cycle from new construction of the roundabout and resurfacing/shoulder improvements.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #11

Title: Consider ratification of expenditures associated with providing build-out services in existing white box space at The District, for Oklahoma Ordnance Works Authority's new "Welcome Center" adjacent to OOWA's Marketing Office.

Issue: OOWA was scheduled to meet with a significant client in early November. After much consideration, it was decided by OOWA management that to facilitate our marketing efforts and to create a comfortable but professional space to meet important potential clients, a "Welcome Center" in The District was to be created out of existing white-box space. As a result of several planning meetings by OOWA management, a construction and finishes scope was developed.

Relevant Information: OOWA directed AC Owen Construction (previously approved/preferred construction services contractor for The District white space build-outs) to initiate construction services including wall demolition/framing; sheet rock installation; structural framing installation; installation of (8) new electrical outlets; purchase carpet and install cove base throughout; painting; and final cleaning. at a cost estimated not-to-exceed \$25,000. Maps and wall demonstrations critical to the project were designed through Olsson and were created by Premier Signs & Design, a local sign company. Furnishings and technology for the center were also included in the project. All teams worked closely together to expedite this process. The project was initiated on 10/18/21 and completed 10/27/21. All work was completed ahead of schedule and met or exceeded OOWA's expectations. The remodeled space made for a comfortable and yet professional setting for the potential client meeting and has been utilized several times since, four times for site visits and other important meetings. OOWA management is very pleased with the outcome of the remodel work and is now a showcase for their efforts to bring in new clients to the Park.

Cost of Project: The total billing to OOWA from AC Owen Construction, Olsson, Premier Signs, York Electronics and other small Miscellaneous vendors for the remodel work related to the new Welcome Center is \$39,463.89 and has been vetted through appropriate levels of management. The project was not anticipated in OOWA's yearly budgeting process.

Timing: Project was initiated on 10/18/21 and completed is completed 10/27/21.

Management's Recommendation: Staff hereby recommends approval of non-Budgeted costs associated with AC Owen Construction, Olsson, Premier Signs, York Electronics, and other small Miscellaneous vendors for the remodel of an existing white space in The District into the new MAIP Welcome Center in the amount of \$39,463.89

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #12

Title: Consider holding Executive Session pursuant to 25 O.S. Section 307 C.11 of the Open Meeting Act to confer on matters pertaining to economic development and pursuant to 25 O.S. 307B.1 to discuss personnel matters.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #13

Title: Consider approval of authority to negotiate and finalize a proposal with Design Workshop to enter into a contract for the Four Corners Region Community Development Placemaking plan.

Purpose: MidAmerica's planning process and vision is to provide leadership in the development of the Four Corners area, (Pryor, Salina, Chouteau, and Locust Grove), that helps build capacity, prepare for future housing and workforce needs, anticipates resources needed for the existing and future community, and to attract more businesses and residents to the area. The emphasis of this project will be on placemaking and improving the quality of life in these four communities as well as building human capacity through workforce development strategies and programs. Design Workshop is a well-known placemaking firm that will assist MidAmerica in engaging stakeholders to identify and develop community resources, transportation, commercial and mixed-use development, parks, natural, cultural and community resources. Improving quality of life, increasing development of housing and amenities in the area will assist MidAmerica in the retention and attraction of employees to the park for new and existing companies.

Relevant Information: The Design Workshop project will include action plans that define priority projects along with budgets for each community. The project will be broken down into stages beginning with project Initiation/Fact Finding and Obtaining Data.

Cost of Project: The total cost of the project by Design Workshop is not to exceed \$200,000.00.

Timing: Project timeline is 90 days. With approval, the project will begin Q1 2022.

Management's Recommendation: Staff recommends approval of authority to negotiate and finalize a proposal of non-budgeted costs associated with hiring The Design Workshop firm to oversee the Four Corners Region Development Placemaking plan for MidAmerica not to exceed \$200,000.00.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #14

Title: Consider approval of Letter Agreement for Professional Services with Olsson Inc. for Detail Design of +/- 600 acres east of Hwy 412B.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #15

Title: Consider approval of Letter Agreement for Professional Services with Olsson Inc. for Detail Design of +/- 100 acres north of Hwy 69A.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #16

Title: Consider approval of Letter Agreement for Professional Services with Olsson Inc. for Residential Tracts Surveying Services.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #17

Title: Consider approval of authority to negotiate and sign all closing documents with Chevron Phillips Chemical, LP for the purchase of property per Lease Agreement.

Issue: Phillips Petroleum and its successor Chevron Phillips Chemical LP (CPCHEM) have leased land from Oklahoma Ordnance Works Authority (OOWA) since 1965. Pursuant to the fifth amendment of the lease, dated April 1, 1998 the lessee has the right to purchase the leased property by giving 60 days' notice and providing a metes and bounds survey and legal description. A letter dated October 27, 2021, from CPCHEM exercised its option to purchase and provided the required survey and legal description.

Relevant Information: Per Section 3.3 of the fifth amendment the purchase price shall be \$865,272. OOWA will convey to CPCHEM a general warranty deed, free and clear of all liens, charges and encumbrances except for those specifically enumerated in Section 3.3 of the fifth amendment. Mayes County Abstract Company has been used to facilitate the transfer and recording of the deed.

Cost of Project: The authorization of closing documents with Chevron Phillips is a revenue generating item.

Timing: Closing on the property is expected to be complete by December 31, 2021.

Management's Recommendation: Recommend authorization of closing documents with Chevron Phillips for the purchase of property per Lease Agreement for \$865,272.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #18

Title: Consider approval of Real Estate Purchase and Sale Agreement with American Castings, LLC.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #19

Title: Consider approval of Real Estate Purchase and Sale Agreement with Rex Alexander Enterprises, Inc.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #20

Title: Consider approval of Real Estate Purchase and Sale Agreement with Robert and Tina Carlile.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #21

Title: Consider approval of Real Estate Purchase and Sale Agreement with Grand River Dam Authority.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #22

Title: Consider approval of authority to negotiate sell price for ten acres of land.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #23

Title: Consider approval of authority to negotiate easement with Hashpower, LLC.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #24

Title: Consider approval of CAO's expense claims

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Agenda Item #25

Title: Consider approval of wage increase for salaried employees – David Stewart.

OOWA Board Meeting
December 14, 2021

To: OOWA Board of Trustees

Consider Approval of Agenda Item #26

Title: New Business.