



**City of Broken Arrow**  
**Meeting Agenda**  
**Broken Arrow Economic Development**  
**Authority**

*Chairperson Debra Wimpee*  
*Vice Chairman Johnnie Parks*  
*Trustee Lisa Ford*  
*Trustee Justin Green*  
*Trustee David Pickel*

---

**Tuesday, January 21, 2025**

**Council Chambers**  
**220 S. 1st Street**  
**Broken Arrow, OK**

---

**TIME: Follows City Council meeting which begins at 6:30 p.m. and the Broken Arrow  
Municipal Authority meeting which follows City Council.**

- 1. Call to Order**
- 2. Roll Call**
- 3. Consideration of Consent Agenda**
  - A. [25-52](#) Approval of the Broken Arrow Economic Development Authority Meeting Minutes of January 7, 2025
  - B. [25-88](#) Acknowledgement of submittal of the November 2024 Broken Arrow Economic Development Corporation's Monthly Report
  - C. [25-97](#) Ratification of the Claims List Check Register Dated January 13, 2025
- 4. Consideration of Items Removed from Consent Agenda**
- 5. Public Hearings, Appeals, Presentations, Recognitions, Awards**
  - A. [24-1574](#) Presentation of an Aspen Ridge Update
- 6. General Authority Business**
- 7. Remarks and Inquiries by Governing Body Members**
- 8. Remarks and Updates by City Manager and Staff**
- 9. Executive Session**
- 10. Adjournment**

**NOTICE:**

Please note that all items on this agenda may be approved, denied, amended, postponed, acknowledged, affirmed or tabled.

If you wish to speak at this evening's meeting, please fill out a "Request to Speak" form. The forms are available from the City Clerk's table or at the entrance door. Please turn in your form prior to the start of the meeting. Topics are limited to items on the currently posted agenda, or relevant business.

All cell phones and pagers must be turned OFF or operated SILENTLY during meetings.

Exhibits, petitions, pictures, etc., shall be received and deposited in case files to be kept at the Broken Arrow City Hall. If you are a person with a disability and need some accommodation in order to participate in this meeting, please contact the City Clerk at 918-259-2400 Ext. 5418 to make arrangements.

21 O.S. Section 280 provides the following:

A. It is unlawful for any person, alone or in concert with others and without authorization, to willfully disturb, interfere or disrupt state business or the business of any political subdivision, which includes publicly posted meetings, or any agency operations or any employee, agent, official or representative of the state or political subdivision.

B. It is unlawful for any person who is without authority or who is causing any disturbance, interference or disruption to willfully refuse to disperse or leave any property, building or structure owned, leased or occupied by state officials or any political subdivision or its employees, agents or representatives or used in any manner to conduct state business or any political subdivision's business or operations after proper notice by a peace officer, sergeant-at-arms, or other security personnel.

C. Any violation of the provisions of this section shall be a misdemeanor punishable by imprisonment in the county jail for a term of not more than one (1) year, by a fine not exceeding One Thousand Dollars (\$1,000.00), or by both such fine and imprisonment.

D. For purposes of this section, "disturb, interfere or disrupt" means any conduct that is violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others.

A paper copy of this agenda is available upon request.

POSTED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_  
City Clerk



# City of Broken Arrow

## Request for Action

---

**File #: 25-52, Version: 1**

---

**Broken Arrow Economic Development Authority  
Meeting of: 01-21-2025**

**Title:**

Approval of the Broken Arrow Economic Development Authority Meeting Minutes of January 7, 2025

**Background:**

Minutes recorded for the Broken Arrow Economic Development Authority Meeting.

**Cost:** None

**Funding Source:** None

**Requested By:** Curtis Green, City Clerk

**Approved By:** City Manager's Office

**Attachments:** January 7,2025 Broken Arrow Economic Development Authority Minutes

**Recommendation:**

Approve the minutes of the January 7,2025 Broken Arrow Economic Development Authority Meeting.



# City of Broken Arrow

## Minutes

### Broken Arrow Economic Development Authority

City Hall  
220 S 1st Street  
Broken Arrow OK  
74012

Chairperson Debra Wimpee  
Vice Chair Johnnie Parks  
Trustee Lisa Ford  
Trustee Justin Green  
Trustee David Pickel

---

**Tuesday, January 7, 2025**

**Council Chambers**

---

**1. Call to Order**

Chairperson Debra Wimpee called the meeting to order at approximately 7:27 p.m.

**2. Roll Call**

**Present:** 5 - David Pickel, Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**3. Consideration of Consent Agenda**

- A. 24 126 Approval of the Broken Arrow Economic Development Authority Meeting Minutes of November 19, 2024**
- B. 24 128 Approval of the Broken Arrow Economic Development Authority Meeting Minutes of December 3, 2024**
- C. 24 1704 Approval of the Broken Arrow Economic Development Authority Meeting Minutes of December 17, 2024**
- D. 24 1707 Ratification of the Claims List Check Register Dated December 30, 2024**

MOTION: A motion was made by Johnnie Parks, seconded by Lisa Ford.

**Move to approve the Consent Agenda**

The motion carried by the following vote:

**Aye:** 5 - David Pickel, Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**4. Consideration of Items Removed from Consent Agenda - None**

**5. Public Hearings, Appeals, Presentations, Recognitions, Awards - None**

**6. General Authority Business - NONE**

**7. Remarks and Inquiries by Governing Body Members - None**

**8. Remarks and Updates by City Manager and Staff - NONE**

**9. Executive Session - NONE**

**10. Adjournment**

The meeting was adjourned at approximately 7:28 p.m.

MOTION: A motion was made by David Pickel, seconded by Justin Green.

**Move to adjourn**

The motion carried by the following vote:

**Aye: 5 -** David Pickel, Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

---

Chairperson

---

Secretary



# City of Broken Arrow

## Request for Action

---

**File #: 25-88, Version: 1**

---

**Broken Arrow Economic Development Authority**  
**Meeting of: 01-21-2025**

**Title:**

Acknowledgement of submittal of the November 2024 Broken Arrow Economic Development Corporation's Monthly Report

**Background:**

The Broken Arrow Economic Development Authority contracts with the Broken Arrow Economic Development Corporation in the amount of \$425,000.00 annually with the goal to encourage and facilitate economic development within and near the City of Broken Arrow by attracting new industry and commercial businesses to the Broken Arrow area, and to promote the economic health and expansion of existing industry and commercial businesses within the City. Per the Economic Development Agreement, each month BAEDC shall submit a Monthly Activity Report detailing services and activities that accurately state the progress made in implementing the terms, conditions and scope of work required by the Contract. Attached is the Monthly Activity Report for November 2024.

**Cost:** \$35,416.66 per month

**Funding Source:** Fund 887

**Requested By:** Jennifer Rush, Economic Development Manager

**Approved By:** City Manager's Office

**Attachments:** BAEDC Monthly Activity Report

**Recommendation:**

Acknowledge the November 2024 Broken Arrow Economic Development Corporation's Monthly Report.

TRANSMITTAL

TO: City Council & BAEDA Members

COPY: City Manager  
BAEDC Board  
Chamber Board

SUBJECT: Economic Development Services

FROM: EDC Team

DATE: **December 10, 2024**

Attached you will find the monthly invoice for **November** 2024.



---

## INVOICE

City of Broken Arrow

Attn: Michael Spurgeon, City Manager

P. O. Box 610

Broken Arrow, OK 74013

---

Broken Arrow Economic Development Corporation

November 2024 Economic Development Services	\$35,416.66
TOTAL	\$35,416.66

Please make check payable to BAEDC.



November 2024

# BROKEN ARROW

ECONOMIC DEVELOPMENT CORPORATION

# BROKEN ARROW

ECONOMIC DEVELOPMENT CORPORATION

## November Report 2024

<b>Business Retention and Expansion .....</b>	<b>3</b>
Summary .....	3
<b>New Business Attraction .....</b>	<b>3</b>
Summary .....	3
<b>Incoming November Projects.....</b>	<b>3</b>
<b>Innovation, Entrepreneurship, and Small Business Development.....</b>	<b>3</b>
Entrepreneurship Ecosystem Assessment.....	3
<b>Workforce Development .....</b>	<b>3</b>
Summary .....	3
<b>Arrow Forge.....</b>	<b>4</b>
Summary .....	4
<b>Research Analysis, Strategic Planning, &amp; Advocacy.....</b>	<b>4</b>
Summary .....	4

## Business Retention and Expansion

### Summary

- Staff attended two-day Business Retention and Expansion Course facilitated by IEDC
- Met with existing Broken Arrow company to discuss strategies for marketing available space at facility; company looking to sublet 8,000 SF of office and shared space
  - BAEDC featured site in November EDC newsletter
- **BRE Employer Meetings: 7**
- **BRE Drop-ins: 27**

## New Business Attraction

### Summary

- Hosted company representative for site visit at Creek 51 Business Park for Project Ullr
  - Provided due diligence to company after site visit per their request to aid in site evaluation
- Facilitated OKSITES Ready site visit for Arrow Forge and Robson Land
  - InSite Consulting evaluated sites for site readiness through program
  - Oklahoma Department of Commerce, utility partners, and COBA leaders in attendance

## Incoming November Projects

- **Project Ullr** – Submitted Lot 4C and 5B at Creek 51
  - Solar and green energy company seeking minimum of 5 acres for closed loop data center
    - Project Scope
      - TBD jobs
      - \$3 million capital investment
- **Project Ranger** – No available sites meeting the needs of the project. Seeking a 600–1000-acre greenfield site with no nearby residential for hypersonic missile testing facility.
  - Project Scope
    - 250 jobs
    - \$145 million capital investment

## Innovation, Entrepreneurship, and Small Business Development

### Entrepreneurship Ecosystem Assessment

- Reviewing assessment internally to determine next steps

## Workforce Development

### Summary

- Staff attended the **Young, Smart & Local Conference** in Philadelphia. Human Resources, Talent Development, Economic Development professionals came together to learn best practices around attracting talent to their respective communities

- Facilitated ***NSUBA Mechanical Engineering Open House*** at NSU BA
  - 25 students from Broken Arrow and Union School Districts
  - Program included speakers from TCC, NSU, Zeeco, and a tour of the engineering lab with hands on activities for the students
  - Event was executed as part of the outreach efforts tied to the Impact Partnership Grant
- Staff attended ***Tulsa Higher Education Consortium Fall Convening***
  - Staff hosted a session to discuss how the skills gap impact on our region and highlighted stats from the Workforce Needs Survey completed this summer
- **Employer Partner Meetings = 8**
- **Talent Attraction Website:**
  - Continued development of new job board platform powered by Getro
  - Developing new metrics for job board reporting

November:

- ★ Total Employer Job Post Supports = 0 (*Pending new metrics through new job board*)
- ★ Job seeker engagements = 17
- ★ Job seeker placements = 1

Year to Date:

- ★ Total Employer Job Post Supports = 146
- ★ Job seeker engagements = 156
- ★ Job seeker placements = 11

## Arrow Forge

### Summary

- Facilitated monthly Arrow Forge committee meeting where committee continued discussion for marketing and recruitment plan for district
  - Shared some feedback from site visit pertaining to potential target industries

## Research Analysis, Strategic Planning, & Advocacy

### Summary

- Co-facilitated Leadership Trip to Northwest Arkansas with Broken Arrow Chamber, focusing on innovation, entrepreneurship, and land development surrounding amphitheater
- Staff began drafting 2024-2025 Grounds for Development publication
- Staff met with leadership at Oklahoma Department of Commerce to learn about initiatives and share overview of projects in Broken Arrow and opportunities for partnership
- Research Requests:
  - Business Resources – 1

- City of Broken Arrow – 2
- Workforce - 0



# City of Broken Arrow

## Request for Action

---

**File #: 25-97, Version: 1**

---

**Broken Arrow Economic Development Authority**  
**Meeting of: 01/21/2025**

**Title:**

Ratification of the Claims List Check Register Dated January 13, 2025

**Background:**

Council on September 3, 2019 approved Ordinance No. 3601 allowing ratification of the claims list. For the period from December 31, 2024 through January 13, 2025 checks, V-Cards (single use electronic credit cards) or ACH (direct payments to the vendors bank by the federal reserve automated clearing house) were processed for a total of \$6,607,440.89 for the various funds.

Governmental Funds	\$1,332,099.19
BAMA	\$3,597,166.36
BAEDA	<u>\$1,678,175.34</u>
Total	\$6,607,440.89

A summary by funds and detail are attached.

**Cost:** \$1,678,175.34

**Funding Source:** BAEDA Operational and Capital accounts

**Requested By:** Cynthia S. Arnold, Finance Director

**Approved By:** City Manager's Office

**Attachments:** Check Register dated January 13, 2025

**Recommendation:**..recommend  
Ratify Claims List Check Register dated 01/13/2025

City of Broken Arrow  
Check Register by Fund



Fund

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
	FUND		DESCRIPTION		AMOUNT	INVOICE COUNT			
	110		GENERAL		309,880.10	648			
	220		BA MUNICIPAL AUTHORITY		3,597,166.36	1,243			
	221		BAMA SALES TAX DEBT SERVICE		5,250.00	4			
	227		CVB-HOTEL MOTEL		4,162.86	29			
	330		SALES TAX CAPITAL IMPROVEMENT		94,835.83	16			
	342		STREET LIGHT FUND		24,483.19	15			
	343		STREET SALES TAX FUND		26,888.79	1			
	344		PS SALES TAX POLICE		208,357.55	397			
	345		PS SALES TAX FIRE		123,698.58	206			
	592		2014 BOND ISSUE		23,167.05	2			
	593		2018 BOND ISSUE		365,519.25	14			
	660		WORKERS COMPENSATIONS		75,650.59	17			
	661		GROUP HEALTH AND LIFE		61,772.20	2			
	882		AGENCY FUND DEPOSITS		8,433.20	5			
	887		ECONOMIC DEVELOP AUTHORITY		1,678,175.34	2			
	Total				6,607,440.89	2,601			

City of Broken Arrow  
Check Register by Fund



Fund 887

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
01/09/2025	325434	936	CROSSLAND HEAVY CONTRACTORS INC	PA 6 2417210	Prj 2417210 - Agreement	8871700  570150	2417210	2025/7	1,664,120.34
Total For Check # 325434									1,664,120.34
01/09/2025	325471	2004	KIMLEY-HORN & ASSOCIATES INC.	064598216-1124	Events Park Infrastructure 2417210	8871700  570170	2417210	2025/7	14,055.00
Total For Check # 325471									14,055.00
Total For Fund 887									1,678,175.34
Number of Invoices For Fund 887									2
Total For ALL Checks									6,607,440.89
Total Number of Invoices									2,601





# City of Broken Arrow

## Request for Action

---

**File #:** 24-1574, **Version:** 1

---

**Broken Arrow Economic Development Authority**  
**Meeting of: 01-21-2025**

**Title:**

Presentation of an Aspen Ridge Update

**Background:**

On July 31<sup>st</sup>, 2023, The Broken Arrow Economic Authority requested to be supplied with a monthly update of ongoing progress of the Aspen Ridge Development. Mr. Steve Easley with Oaktrust Development will provide a comprehensive update of the accomplishments of the development last year, as well as, updates regarding what to expect in the future.

**Cost:** \$0

**Funding Source:** N/A

**Requested By:** Jennifer Rush, Economic Development Manager

**Approved By:** City Manager's Office

**Attachments:**

**Recommendation:**

No action requested