



**City of Broken Arrow**  
**Meeting Agenda**  
**Broken Arrow City Council**

*Mayor Debra Wimpee*  
*Vice Mayor Johnnie Parks*  
*Council Member Lisa Ford*  
*Council Member Justin Green*  
*Council Member David Pickel*

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**Monday, June 2, 2025**

**6:30 PM**

**Council Chambers**  
**220 South 1st Street**  
**Broken Arrow, OK**

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**1. Call to Order**

**2. National Anthem by the Broken Arrow Senior Center Choir**

**3. Invocation**

**4. Roll Call**

**5. Pledge of Allegiance to the Flag**

**6. Consideration of Consent Agenda**

- A.     [25-17](#)           Approval of the City Council Meeting Minutes of May 20, 2025
- B.     [25-755](#)       Acceptance Planning Commission meeting minutes of May 8, 2025
- C.     [25-774](#)       Approval of and authorization to execute Budget Amendment Number 28 for Fiscal Year 2025
- D.     [25-777](#)       Approval of and authorization to execute a Risk Management Services Agreement with the Arrow Group to provide brokerage services for Risk Management and Insurance Services administration to be effective July 1, 2025
- E.     [25-779](#)       Approval of and authorization to execute the first renewal of the Mutual Aid Agreement between the City of Broken Arrow and the City of Coweta for Building Inspection Services
- F.     [25-743](#)       Approval of and authorization to execute Agreement for Professional Consultant Services with Walter P. Moore and Associates, Inc. for the 245th E. Avenue Improvements from Kenosha Street to Oakland Street (Project Number 2552200)
- G.     [25-780](#)       Approval of and authorization to execute Amendment 1 to professional Consultant Agreement with Narrate for the design of the Operations Center Administration Building Remodel Project (Project No. 2317210)



- H. [25-747](#) Approval of and authorization to execute Agreement, Gas Facilities Relocation, between Oklahoma Natural Gas and the City of Broken Arrow, for South Aspen Ave and East Tucson Street (Project Number ST2031)
- I. [25-701](#) Approval of and authorization to execute an agreement with the Orsus Group Background Screenings to provide preemployment background check screenings for preemployment requirements of candidates of the City of Broken Arrow
- J. [25-716](#) Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and ArtsOK, Inc
- K. [25-731](#) Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and Broken Arrow Genealogical Society
- L. [25-720](#) Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and Broken Arrow Historical Society
- M. [25-728](#) Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and Broken Arrow MVA d/b/a Military History Center
- N. [25-719](#) Approval of and authorization to execute an annual use agreement and sublease between the City of Broken Arrow and Broken Arrow Veterans Center, Inc.
- O. [25-742](#) Notification of City Manager's and Assistant City Manager's execution of Professional Consultant Agreements and Amendments to an Agreement, as well as public Construction Contracts not subject to the Competitive Bid Act, with a Contract value of \$50,000 or less
- P. [25-776](#) Approval of and authorization to execute the purchase of Oklahoma Municipal Assurance Group (OMAG) Insurance Policies for Bass Pro property, General Municipal Properties including Battle Creek Property, and Auto/Mobile Equipment effective July 1, 2025
- Q. [25-745](#) Approval of and authorization to execute the sale of the bid 25.14 for the property located at 401 E. Kenosha to CRS Sanders
- R. [25-746](#) Approval of and authorization to award and execute a Request for Proposal (RFP) for consultant services to provide fleet management consulting services to Matrix Consulting Group
- S. [25-789](#) Approval of a waiver of Section 24.104 of the Codes of Ordinances for approximately 15 acres, A-1 (Agricultural), one-quarter mile south of Washington Street (91st Street) east of 23rd Street (County Line Road)
- T. [25-751](#) Approval of and authorization to execute Change Order No. 3 with Mowtown Outdoors for the Gardens at Central Park (2360450)



- U.     [25-750](#)     Approval of and authorization to execute Resolution No. 1659, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 11.0, consisting of 4,898 square feet of permanent Right-of-Way and one Utility Easement for Parcel 11.A consisting of 3,179 square feet, located at 8601 South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 13, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from The Linda J. Holman Revocable Trust, dated January 25, 2007, and authorization of payment in the amount of \$17,270.00 for the 9th Street widening from Houston Street to Washington Street, Parcel 11.0 and 11.A (Project No. ST2027)
- V.     [25-770](#)     Approval of and authorization to execute Resolution No. 1660, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 6.0, consisting of 7,188 square feet of permanent Right-of-Way located at 17615 East 101st Street South in Broken Arrow, Oklahoma, in the Northeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from King Development Group, LLC, an Oklahoma Limited Liability Company, and authorization of payment in the amount of \$17,970.00 for the 9th Street widening from New Orleans Street to Washington Street, Parcel 6.0 (Project No. ST23280)
- W.     [25-771](#)     Approval of and authorization to execute Resolution No. 1661, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 7.0, consisting of 4,160 square feet of permanent Right-of-Way located at 8722 South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southeast Quarter of Section 14, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from Robert E. Samuel and Fran Samuel, and authorization of payment in the amount of \$12,940.00 for the 9th Street widening from Houston Street to Washington Street, Parcel 7.0 (Project No. ST2027)
- X.     [25-614](#)     Approval of PR-000766-2024 | PT-002131-2025, Conditional Final Plat, 81st Street Industrial Park, approximately 12.83 acres, 1 proposed lot, IH (Industrial Heavy) and FD (Flood District), located south of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road)
- Y.     [25-636](#)     Approval of PR-00628-2024 | PT-002142-2025, Conditional Final Plat, Elysian Fields II, 12.76 acres, 59 lots, A-1 (Agricultural) to RS-3 (Single Family Residential) and RS-4 (Single Family Residential)/PUD-306 via BAZ-2046, one-quarter mile south and east of the southeast corner of Tucson Street (121st Street) and Garnett Road
- Z.     [25-679](#)     Approval of SP-002108-2025, Ian's Auto Service, CH (Commercial Heavy), one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street)



- AA. [25-790](#) Approval of and authorization to execute Resolution No. 1668, a Resolution of Necessity to Condemn Property located at 520 East Washington Street, Broken Arrow, OK 74012, located in Section 14, Township 18 North, Range 14 East of the Indian Meridian, Tulsa County, Oklahoma, for the: 9th Street Widening: Houston to Washington, Parcel 4.0 (Project No. ST2027)
- AB. [25-767](#) Acceptance of a Deed of Dedication from OakTrust Development, LLC, an Oklahoma Limited Liability Company, for property consisting of 3.1215 Acres of overland drainage and detention easement, located near 5601 South Aspen Avenue in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 34, Township 18 North, Range 14 East, Tulsa County, Oklahoma, for the OakTrust Project
- AC. [25-559](#) Acceptance of a Detention Easement from RoseWood Village Development, LLC on property located approximately one-quarter mile north of Houston Street (81st Street) one-eighth mile east of Aspen Avenue (145th East Avenue), shown as Exhibit A (Section 10, T18N, R14E) (EASE-002077-2025)
- AD. [25-749](#) Acceptance of a Utility Easement consisting of 13.28 square feet from Ruby M. Drake Family, LLC, an Oklahoma Limited Liability Company and Eldon L. Drake Family, LLC, an Oklahoma Limited Liability Company, on property located at 4516 South 9th Street in Broken Arrow, Oklahoma, located in the Southeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma for the 9th Street, Waco Street to Florence Street & Florence Street, Elm Place to Ash Drive, Parcel 8.0 (Project No. WL23080)
- AE. [25-791](#) Ratification of the Claims List Check Register Dated May 29, 2025

## **7. Consideration of Items Removed from Consent Agenda**

## **8. Public Hearings, Appeals, Presentations, Recognitions, Awards**

- A. [25-760](#) Conduct a public hearing for the Proposed 2025-2026 Fiscal Year Budget
- B. [25-358](#) Presentation and annual programming update by Broken Arrow Seniors
- C. [25-359](#) Presentation and annual programming update by ArtsOK for Arts@302
- D. [25-773](#) Presentation regarding requested lane closure at the intersection of South Elm Place and West Houston Street by AWP Safety
- E. [25-270](#) Update on the 2026 General Obligation Bond Package

## **9. Citizens' Opportunity to Address the Council on General Topics Related to City Business or Services (No action may be taken on matters under this item)**

## **10. General Council Business**



- A. [25-626](#) Consideration, discussion, and possible approval of PT-001984-2025|PR-000157-2023, Conditional Final Plat, Spring Creek Crossing, approximately 36.99 acres, 132 Lots, RS-4(Single-Family Residential)/PUD-001360-2024 (Planned Unit Development), located north of Tucson Street (121st Street) and approximately one-quarter mile west of 9th Street (Lynn Lane Road/177th Avenue)
- B. [25-753](#) Consideration, discussion, and possible approval of COMP-002093-2025(Comprehensive Plan Change), Aequitas Tucson Development, 11.72 acres, Levels 2 & 3 to Levels 3 6, & Greenway/Floodplain, located approximately one-eighth mile south of Tucson Street (121st Street) and one-half mile west of Elm Place (161st East Avenue)
- C. [25-754](#) Consideration, discussion, and possible approval of PUD-002040-2025 (Planned Unit Development) and BAZ-002088-2025 (Rezoning), The Plaza at Forest Ridge, approximately 17 acres, located south of Kenosha Street (71st Street) and one-half mile east of Oneta Road (241st E. Avenue)
- D. [25-785](#) Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1665, a Resolution of the City of Broken Arrow, Oklahoma (the “City”) approving action taken by the Broken Arrow Municipal Authority (the “Authority”) authorizing issuance, sale and delivery of the Authority’s Series 2025A Promissory Note to Oklahoma Water Resources Board; ratifying and confirming a Lease Agreement; ratifying and confirming a Sales Tax Agreement; and containing other provisions related thereto
- E. [25-786](#) Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1667, a Resolution of the City of Broken Arrow, Oklahoma (the “City”) authorizing the Broken Arrow Economic Development Authority (the “Authority”) to assist the City in carrying out and administering the Hackberry Market Economic Development Project Plan adopted by the City; approving the incurrence of indebtedness by the Authority issuing its Tax Apportionment Bonds, Taxable Series 2025 (Hackberry Market Increment District Project) (the “Bonds”) in one or more series; providing that the organizational document creating the Authority is subject to the provisions of the Indenture authorizing the issuance of said Bonds; waiving competitive bidding and authorizing the sale of said Bonds by the Authority at negotiated sale and at a price less than par; approving and authorizing execution of a Security Agreement by and between the City and the Authority pertaining to the pledge of certain sales tax increment revenues; approving the forms of a Continuing Disclosure Agreement and an Official Statement; approving the use of assistance in development financing; approving and authorizing execution of a Development Financing Assistance Agreement; and containing other provisions relating thereto



- F. [25-778](#) Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1662, a Resolution authorizing execution of and accepting a purchase and sales agreement of Real Estate in connection with an economic development agreement; and approval and authorization to execute the purchase and sale agreement and an Economic Development Agreement between CSI Aerospace, City of Broken Arrow and Broken Arrow Economic Development Authority

## **11. Preview Ordinances**

- A. [25-775](#) Consideration, discussion and possible preview of an ordinance amending Chapter 3.5, Airports, Heliports, Takeoffs, and Landings of the Broken Arrow Code of Ordinances providing for special use permits for commercial air tour operations; amending Sections 3.5-1, 3.5-2, 3.5-2.1, 3.5-3, 3.5-4, and 3.5-5; providing for severability; repealing conflicting ordinances; and establishing an effective date; and declaring an emergency

## **12. Ordinances**

- A. [25-758](#) Consideration, discussion, and possible adoption of Ordinance No. 3848, an ordinance amending the zoning ordinance of the City of Broken Arrow, Oklahoma, approving BAZ-001788-2024, along with PUD-001787-2024 generally located one-half mile north of East Houston Street (81st Street) and one-quarter mile east of 9th street (177th East Avenue/ Lynn Lane Road), granting RM (Residential Multi-Family) zoning classification upon the tract along with PUD-001787-2024, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency
- B. [25-759](#) Consideration, discussion and possible approval of an emergency clause for Ordinance No. 3848; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist

## **13. Remarks and Inquiries by Governing Body Members**

## **14. Remarks and updates by City Manager, including Recognition of Recent Accomplishments by Employees and Elected Officials**



**15. Executive Session for the purpose of confidential communications between the City Council, the City Manager, the City Attorney and any other pertinent staff members discussing, conferring on matters and possible action in open session pertaining to:**

- 1. A pending litigation known as Heather Fox v. City of Broken Arrow, Tulsa County District Court, Case No. CJ-24-3934, and taking appropriate action in open session, if any, under 25 O.S. §307(B)(4);**
- 2. A pending investigation and claim, including potential resolution, of a matter involving the tort claim of Briar Todd, Tort Claim No. TRT 1652.2025, and taking appropriate action in open session, if any, under 25 O.S. §307(B)(4);**
- 3. A pending investigation and claim, including potential resolution, of a matter involving the tort claim of James Michael Ritz, Tort Claim No. TRT 1656.2025, and taking appropriate action in open session, if any, under 25 O.S. §307(B)(4);**
- 4. A pending investigation and claim, including potential resolution, of a matter involving the tort claim of Pricilla Carrick, Tort Claim No. TRT 1660.2025, and taking appropriate action in open session, if any, under 25 O.S. §307(B)(4);**
- 5. A pending litigation known as Richard McMahon v. City of Broken Arrow, U.S. District Court for the Northern District of Oklahoma, Case No. 25-CV-207-JFJ, and taking appropriate action in open session, if any, under 25 O.S. §307(B)(4);**

**In the opinion of the City Attorney, the Council is advised that the Executive Session is necessary to process the claims and litigation, and disclosure will seriously impair the ability of the public body to process the proceeding in the public interest. Moreover, that the Executive Session is necessary to protect the confidentiality of the investigation and potential litigation. After the conclusion of the confidential portion of executive session, the Council will reconvene in open meeting, and the final decision, if any, will be put to a vote.**

**16. 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

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**File #: 25-17, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of the City Council Meeting Minutes of May 20, 2025

**Background:**

Minutes recorded for the City Council Meeting.

**Cost:**

Approximately \$118

**Funding Source:**

City Clerk Operational Fund

**Requested By:**

City Clerk's Office

**Approved By:**

City Manager's Office

**Attachments:**

May 20, 2025 City Council Minutes

**Recommendation:**

Approve the minutes of the May 20, 2025 City Council Meeting.





**City of Broken Arrow**  
**Minutes**  
**City Council Meeting**

City Hall  
220 S 1<sup>st</sup> Street  
Broken Arrow, OK  
74012

**Mayor Debra Wimpee**  
**Vice Mayor Johnnie Parks**  
**Council Member Lisa Ford**  
**Council Member Justin Green**  
**Council Member David Pickel**

**Tuesday, May 20, 2025**

**Time 6:30 p.m.**

**Council Chambers**

**1. Call to Order**

Mayor Debra Wimpee called the meeting to order at 6:30 p.m.

**2. Invocation**

Pastor Greg Pittman led the invocation.

**3. Roll Call**

**Present:** 4 - Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee  
**Absent:** 1 - David Pickel

**4. Pledge of Allegiance to the Flag**

The Pledge was led by Council Member Justin Green

**5. Consideration of Consent Agenda**

- A. 25-733 Acknowledgement of out-of-state travel by City Council Members**
- B. 25-16 Approval of the City Council Meeting Minutes of May 06, 2025**
- C. 25-672 Acceptance Planning Commission Meeting Minutes of April 10, 2025**
- D. 25-673 Acceptance Planning Commission Meeting Minutes of April 24, 2025.**
- E. 25-671 Acceptance Drainage Advisory Committee meeting minutes of January 27, 2025**
- F. 25-737 Approval of and authorization to execute Budget Amendment Number 27 for Fiscal Year 2025**
- G. 25-706 Approval of and authorization to execute a Professional Services Agreement between the City of Broken Arrow and John Barnhart, P.c., Attorneys and Counselors at Law for providing outside counsel and legal advice regarding Workers' Compensation matters**
- H. 25-703 Approval of and authorization to execute an Agreement between the City of Broken Arrow and Claims Recovery Specialists LLC for Providing City Recovery and Adjustment Services for property damages to City-owned assets**
- I. 25-664 Approval of and authorization to execute a Professional Services renewal contract with First Responder Support Services, LLC to provide behavioral health services (counseling, training, and consultation) to all employees of the Broken Arrow Police Department**
- J. 25-697 Approval of and authorization to execute Amendment 1 to Agreement for Professional Consultant Services with Garver, LLC for the 9<sup>th</sup> Street Widening from New Orleans Street to Washington Street project (Project Number ST 23280)**
- K. 25-585 Approval of and authorization to execute the Amendment Number 2 to Professional Consultant Agreement with Kimley-Horn and Associates, Inc. For Residential Streets Concrete Panel Replacement (Project Number 2352120)**
- L. 25-707 Approval of and authorization to execute a Professional Services Agreement between the City of Broken Arrow and Latham, Keele, Lehman, Ratcliff, Cater & Clark, Attorneys at Law for providing outside counsel and legal advice regarding Workers' Compensation matters**
- M. 25-734 Approval of and authorization to execute a Side Agreement between the City of Broken Arrow, Broken Arrow Economic Development Authority, and Oak Trust Development relating to the Fifth Amendment to the Economic Development Agreement**
- N. 25-704 Approval of and authorization to execute a Professional Services Agreement between the City of Broken Arrow and Two Oaks Investments, LLC, and Consolidated Business Resources (CBR) to provide services for Workers' Compensation claims administration**
- O. 25-522 Approval of and authorization to execute the Windstream Agreement to provide connectivity for the RTIC intersection cameras**
- P. 25-724 Approval of and authorization to execute Resolution No. 1655, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 6.0 consisting of 4,169 square feet of**



permanent Right-of-Way and one Drainage Easement consisting of 1,460 feet, generally located near the northwest corner of 9<sup>th</sup> Street and Washington Street in Broken Arrow, Oklahoma, in the Southeast Quarter of Section 14, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from Robin Havens, and authorization of payment in the amount of \$17,270.00 for the 9<sup>th</sup> Street widening from Houston Street to Washington Street, Parcel 0.6 (Project No. ST2027)

- Q. 25-698 Notification of City Manager's and Assistant City manager's execution of Professional Consultant Agreements and Amendments to an Agreement, as well as public Construction Contracts not subject to the Competitive Bid Act, with a Contract value of \$50,000.00 or less
- R. 25-663 Award the most advantageous bid to Keeling Company for the purchase irrigation project materials for Battle Creek Golf Course
- S. 25-722 Award the lowest responsible bid to A & A Asphalt, Inc. as the primary contractor and Ellsworth Construction LLC as the secondary contractor and approve and authorize execution of a construction contract for Cold Milling Asphalt Streets (Project Number ST25330)
- T. 25-605 Approval of an extension of the bid 25.142 award period for the sale of property located at 401 E. Kenosha for an additional 90 days, finding such extension to be in the best interests of the City of Broken Arrow
- U. 25-699 Approval of and Authorization to purchase hardware and software for the City's Fortinet firewalls through Chickasaw Telecom, Inc., pursuant to the Oklahoma States Purchasing Contract Fortinet C2020-2
- V. 25-702 Approval of and authorization to purchase Video Cameras for the Police Department from Orion Security Solutions, pursuant to Oklahoma Statewide Security Equipment Contract # 0900000569
- W. 25-684 Approval of and authorization to purchase the Commvault Enterprise Solution through SHI, pursuant to the Oklahoma State Master Agreement
- X. 25-727 Approval of and authorization to execute Resolution No. 1657, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 5.0, consisting of 12,516 square feet of permanent Right-of-Way and one Drainage Easement consisting of 1,340 square feet, generally located near the northwest corner of 9th Street and Washington Street in Broken Arrow, Oklahoma, in the Southeast Quarter of Section 14, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from Gerardo Yanez and Elizabeth Yanez, and authorization of payment in the amount of \$57,740.00 for the 9th Street widening from Houston Street to Washington Street, Parcel 5.0 (Project No. ST2027)
- Y. 25-677 Acceptance of the Drainage Advisory Committee's recommendation to City Council to expend funds to construct erosion control measures in the Bristol Ponds south detention pond and in the channel between Bristol Ponds and Elm Place
- Z. 25-678 Acceptance of the Drainage Advisory Committee's recommendation to approve expenditure of 2018 General Obligation (GO) Bond funds to construct erosion mitigation downstream of an outlet structure at 215 S Laurel Avenue
- AA. 25-680 Acceptance of the Drainage Advisory Committee's recommendation to approve expenditure of 2018 General Obligation (GO) Bond funds for a survey to design drainage improvements at 8624 South Harp Boulevard
- AB. 25-670 Acceptance of a Deed of Dedication for Parcel 8.0, consisting of 0.74 Acres of permanent Right-of-Way from Broken Arrow Municipal Authority, the owner, on property generally located in the northeast corner of the intersection of New Orleans Street and South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 24, Township 18 North, Range 14 East, Tulsa County, Oklahoma, for the 9th Street Roadway Improvements~ New Orleans Street to Washington Street, Parcel 8.0 (Project Number ST23280)
- AC. 25-714 Acceptance of a Right-of-Way Dedication from SVR Investments, LLC and Metro Worldwide Properties, LLC, on property located at the northeast corner of New Orleans (101st Street) and Elm Place (161st Street), Tulsa County, State of Oklahoma, (Section 23, T18N, R14E)
- AD. 25-717 Acceptance of a Utility Easement consisting of 0.16 acres of utility easement from James Hoover and Maribel Hoover on property located at 10718 South Lynn Lane Road in Broken Arrow, Oklahoma, located in the Southeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma for the 24-inch waterline 9th Street-Waco Street to Florence Street & Florence Street, Elm Place to Ash Drive, Parcel 11.0 (Project No. WL23080)
- AE. 25-669 Acceptance of a Utility Easement consisting of 0.015 acres from Samuel B. Neal and Vanessa I. Neal on property located at 4508 South 9th Street in Broken Arrow, Oklahoma, located in the Southwest Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma for the 9th Street, Waco Street to Florence Street & Florence Street, Elm Place to Ash Drive, Parcel 10.0 (Project No. WL23080)
- AF. 25-694 Ratification of the Claims List Check Register Dated May 12, 2025

MOTION: A motion was made by Lisa Ford, seconded by Justin Green  
**Move to Accept the Consent Agenda**  
 The motion carried by the following vote:



Aye: 4                      Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**6. Consideration of Items Removed from Consent Agenda**

NONE

**7. Public Hearings, Appeals, Presentations, Recognitions, Awards**

**A.        25-662        Presentation of Letter of Recognition for Paul Gerner and Kurt Klein for their years of service with the Camp Bandage event**

Debra Wimpee, Mayor of the City of Broken Arrow, introduced Item 7A to the City Council.

Lisa Ford, Council Member of the City of Broken Arrow City Council, introduced a video detailing the various roles and educational aspects of a program called Camp Bandage. Counciler Ford recounted the evolution of the program from its beginnings at Emmanuel Lutheran Church and its progression to the Events Park, and now the Community Center. Camp Bandage was established by Paul’s parents, Dr. A. L. Gerner and wife Shirley, as an educational seminar to teach children how to avoid and respond to common injuries. The council expressed appreciation of the commitment of the leaders of Camp Bandage and was marked with their contributions to the city. Additionally noted was the nonprofit status of Camp Bandage, as they are not paid by the city to put on these safety events. Both Paul Gerner and Kurt Klein received recognition from the City of Broken Arrow with Certificates of Recognition and Ceremonial Keys to the City.

Mr. Gerner spoke of his parents’ legacy and how this recognition continues the growth of their legacy. He commended Mr. Klein, Director of Camp Bandage, for continuing the mission of Camp Bandage and its growth of importance among members of the community.

**B.        25-715        Approval of and authorization to execute a Proclamation declaring May 2025 as LUPUS Awareness Month in the City of Broken Arrow**

Debra Wimpee, Mayor of the City of Broken Arrow, introduced item 7B to the City Council. Lisa Ford, Council Member of the City Council, gave a brief overview of the Auto-immune disease Lupus to the city council, including symptoms and demographics of those with the disease. She also informed the council of the hardships those with the disease face in medical situations, as some Primary Care doctors do not have extensive experience with the disease. She called for continued access to interdisciplinary medicine, high quality specialists, and for the development of additional communication tools for patients and doctors. Additionally, Council Member Ford called for additional funding for the cause of Lupus, for better tools to monitor disease, and for the improvement in treatments for symptoms of the disease. the proclamation is resolved to bring awareness to community members including the medical community of the City of Broken Arrow in the month of May 2025. The Council invited Ms. Kecia Loyd, Advocate for LUPUS disease awareness, to accept the proclamation.

Kecia Loyd accepted the proclamation from the City Council, and thanked the members, especially Lisa Ford for listening to her concerns, and elevating the LUPUS awareness cause to the people of Broken Arrow.

MOTION: A motion was made by Justin Green, seconded by Lisa Ford  
**Move to Approve, authorize, and execute the Proclamation declaring May 2025 as LUPUS Awareness Month in the City of Broken Arrow.**

The motion carried the following vote:

Ayes: 4                      Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**C.        25-723        Presentation of upcoming Public Safety micro-survey**

Mayor Wimpee introduced Arron McColloch, Communications and Media Relations Director for the City of Broken Arrow.

Mr. McColloch addressed the City Council and the City Manager Micheal Spurgeon on the upcoming Public Safety micro survey. As detailed in the results of the 2024 Comprehensive survey, Mr. McColloch reminded the council that public safety is an important facet of community livability, noting that the respondents of the survey rated the city very high, at 93%. However, the respondents of the survey only rated the 83% score in quality of services provided by public safety departments, like first responders, fire departments, police departments, and emergency management teams. He noted that these trends are not unlike national trends in satisfaction of public safety services.

Additionally, Mr. McColloch detailed that the micro survey will cover police services, fire services, emergency management services, ambulance, and the training campus master plan. Respondents of the survey will be able to rate performance with the delineation of excellent, good, fair, poor, or don’t know. Also included in the micro survey is the importance rank of survey provided ideas the city can do to improve its public safety services. With regards to the master plan, the micro survey will as survey takers to indicate on a rank scale the importance of eight different components of the training center. He also informed the council that the micro survey should not take a lot of time to complete, only 5-10 minutes. The survey should be available to Broken Arrow community members for three weeks. After the completion of



the survey, and completion of the analysis of the survey, Mr. McColloch will return to the City Council to present these findings, most likely in July of 2025. The results, when completed, will be available on the Broken Arrow city website.

Vice Mayor Johnnie Parks and Mayor Debra Wimpee commended the Office of Communications for their hard work and commitment to engaging the public on issues. Mayor Wimpee mentioned the importance of giving the public a voice to be heard by their government, as well as establishing transparency within local government.

Mr. McColloch thanked the council for their kind words of appreciation and applauded Chief Jeremy Moore, Chief Lance Arnold, and Director Jamie Ott as collaborative partners in this effort.

**D. 25-269 Update on the 2026 General Obligation Bond Package**

Michael Spurgeon, City Manager of the City of Broken Arrow, addressed the City Council in his capacity as City Manager. He informed the council that the bond package vote is scheduled for April 7<sup>th</sup>. He also informed the council that the Steering Committee has completed three meetings with great engagement through the propositions included. The Steering committee will meet two more times to discuss these matters. Mr. Spurgeon was also pleased to announce that there will be an all-day Special City Council Meeting on June 18, 2025 where members of all groups that have requested to speak will get a chance to address the council, as well as an opportunity for the council to discuss proposed projects for the consideration of the council. With regards to the proposed project, Mr. Spurgeon indicated that those were a culmination of the results of surveys, conversations and meetings with community members, and residual bond packages not included in the August 2018 bond vote. He additionally thanked the council for their considerable commitment to an all-day meeting. Later in the summer, he added, there will be additional public forums for individuals to voice their thoughts on these packages.

**8. Citizens' Opportunity to Address the Council on General Topics Related to City Business or Services**

NONE

**9. General Council Business**

**A. 25-4681 Consideration, discussion, and possible action to accept the Drainage Advisory Committee's recommendation to the Council to expend funds to construct improved channelization measures along the banks of a tributary to Covington Creek contingent upon all property owners' agreement and execution of a drainage easement for the construction of the project.**

Sarah Walters, Stormwater Project Manager in the Engineering and Construction Department for the City of Broken Arrow explained to the council that this item covers the Covington Creek Bank Stabilization Project evaluated and approved by the Broken Arrow Drainage Advisory committee. This project address serious erosion along the banks of the Covington Creek Tributary. Ms. Walters explained that the Drainage Advisory Committee first reviewed and approved this project in 2020, but the project required a 404 permit from the Army Corps of Engineers. It took three years to obtain the permit and was finally executed by the city in April of 2025. Additionally, Ms. Walters explained it is the recommendation of city staff to accept and follow the Drainage Advisory Committee's recommendation to expend \$500,000 in construction funds to complete the project. This recommendation also holds a stipulation that all adjacent property owners be in agreement to the construction and obtain a drainage easement from the City.

Council Member Ford recounted information from a previous meeting in which property owners in attendance we amenable to the project. An action item from that meeting indicated that city staff were to reach out to property owners who were unable to attend the initial meeting. Council Member Ford asked Ms. Walters for a status on that item.

Ms. Walters responded with nearly all of the property owners were in favor of the project and its stipulations. But he did mention that one property owner has not been reached by city staff, yet.

Joy Thorp was present at the meeting, but did not wish to speak publicly on the issue but offered her support to be added to the record.

Mr. Joe Robson of Broken Arrow addressed the council by noting that creek management has been an issue for over 50 years. He appreciated the council's consideration approving the allocation of construction funds to ease erosion.

Vice Mayor Johnnie Parks explained additional backstory on the development and management of that area of Broken Arrow. He indicated that at the time, the City of Broken Arrow was not involved in the development, and that the creek channel was moved. The city has an obligation to protect the city-maintained infrastructure like roads and sewers, and protect the interests of future residents.

Vice Mayor Johnnie Parks explained additional backstory on the development and



management of that area of Broken Arrow. He indicated that at the time, the City of Broken Arrow was not involved in the development, and that the creek channel was moved. The city has an obligation to protect the city-maintained infrastructure like roads and sewers, and protect the interests of future residents.

MOTION: A motion was made by Johnnie Parks, seconded by Justin Green  
**Move to accept the Drainage Advisory Committee's recommendation to the Council to expend funds to construct improved channelization measures along the banks of a tributary to Covington Creek contingent upon all property owners' agreement and execution of a drainage easement for the construction of the project.**

**Aye: 4** The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**B. 25-725 Consideration, discussion, and possible approval of and authorization to execute a Professional Consultant Agreement with CEC Corporation for the Tucson Street Improvements from Olive Avenue to Aspen Avenue Including Intersection Improvements at Olive Avenue (Project No. ST25300)**

Travis Small of the Engineering and Construction Department of the City of Broken Arrow, addressed the council on the merits of an engineering contract. He highlighted the current improvement needs of an area of roadway. Mr. Small also recounted the ways in which the department solicited bids for the project, including a Request for Qualifications to engineering firms. Through a deliberative process, CEC Corporation was determined to be the consultant with whom the City of Broken Arrow wanted to engage for this project. Mr. Small also informed the Council that the contract has been negotiated and is submitted for their review in this meeting. Mr. Small highlighted the scope of the contract that includes things like number of lanes, drainage improvements, utility relocations, and improving the safety of an intersection with alternative directions like a roundabout, or signaled intersection. He then paused for questions from the council members.

Vice Mayor Johnnie Parks noted the importance of improvement to the intersection and how there are many truck accidents in the area due to tight turns. He also mentioned the importance of these improvements on the quality of life for members of the community who reside in that area as well as all who travel through that area.

Mr. Small then added that if a roundabout were to be selected, the Engineering and Construction Department would ensure its success over the recent implementation of a roundabout.

MOTION: A motion was made by Justin Green, seconded by Johnnie Parks  
**Move to approve Item 25-725 to authorize, and execute a Professional Consultant Agreement with CEC Corporation for the Tucson Street Improvements from Olive Avenue to Aspen Avenue Including Intersection Improvements at Olive Avenue (Project No. ST25300)**

**Aye: 4** The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**C. 25-629 Consideration, discussion, and possible award the lowest responsible bid to Mammoth Sports Construction, LLC. for the construction of the Nienhuis Football Synthetic Turf Fields (Project 2460360)**

Shannon Marshall, Special Projects Division Manager, first modeled to the Council the accepted pronunciation of "Nienhuis." She then introduced the project as a conversion of grass turf football and lacrosse fields to synthetic turf fields. She highlighted the merits of that conversion, including recent improvements to stormwater drainage. The project will look to returf fields 1 and 4. Ms. Marshall also noted the bid process and indicated several bids for the project. Due to some omissions in the lowest bid, it is the recommendation of her team to select the second lowest responsible bidder. She informed the council that the project would cost \$1,560,739. She also informed the council that city staff recommend awarding this bid. She then paused for questions from the council.

Council Member Lisa Ford confirmed that the bid was for Fields 1 and 4, due to the fact Fields 2 and 3 have previously been converted to synthetic turf fields. She then asked about the lifespan of the synthetic turf and how often it would need to be replaced.

Ms. Marshall explained to Council Member Ford that the longevity of a synthetic turf field is usually 10 years before it would need to be replaced. She then mentioned the benefits of the lack of maintenance needed with synthetic turf.

Vice Mayor Johnnie Parks recounted his experience in speaking with community members to determine the rate of injury due to synthetic turf fields. He informed the council that there is no greater risk in synthetic turf over natural turf.

Ms. Marshall followed Vice Mayor Parks point with additional facts regarding synthetic turf and its popularity among other sport facilities, and the likelihood players on the field would have experience with the landscape materials.



MOTION: A motion was made by Lisa Ford, seconded by Johnnie Parks  
**Move to approve Item 25-629 and award the lowest responsible bid to Mammoth Sports Construction, LLC. for the construction of the Nienhuis Football Synthetic Turf Fields (Project 2460360)**

The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

Aye: 4

**D. 25-652 Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1658, a Resolution authorizing the acceptance of Updates to the Broken Arrow NEXT Comprehensive Plan**

Amanda Yamaguchi, Planning and Development Manager for the City of Broken Arrow, introduced the item to the city council. She explained the Resolution is to algin the Comprehensive Plan to zoning ordinances for the City of Broken Arrow. She explained that several pages of zoning ordinances need to be changed in order to algin with another item on the agenda that the council is expected to pass. She reiterated that this is to bring the Comprehensive plan into agreement with the new zoning ordinances. She paused for questions from the City Council.

Vice Mayor Johnnie Parks reaffirmed that the council was not changing any of the Broken Arrow NEXT Comprehensive Plan, just some terminology found within it.

Ms. Yamaguchi responded in the affirmative and said that there were specific references on four pages of the comprehensive plan to specific zoning districts, and would reflect the updates needed by the new zoning ordinances.

MOTION: A motion was made by Lisa Ford, seconded by Justin Green  
**Move to Approve Item 25-652, authorization to execute Resolution No. 1658, a Resolution authorizing the acceptance of Updates to the Broken Arrow NEXT Comprehensive Plan**

The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

Aye: 4

**E. 25-653 Consideration, discussion, and possible approval of COMP-002056-2025 (Comprehensive Plan Change), Lynn Corner, 23.18 acres, Levels 3 & 4 to Level 3, located on the northeast corner of Washington Street (91st Street) and 9th Street (Lynn Lane Road)**

Amanda Yamaguchi, Planning and Development Manager for the City of Broken Arrow addressed the council with a change to the Comprehensive Plan. She informed the council that this is an amendment to change approximately 23 acres of land marked as Level 3 and Level 4 to a change of all acres marked as Level 3. She gave a rough outline of where the property was plotted and located at the northeast corner of Washington Street and 9th Street. She then informed the council that if this item were to be approved, the applicant would return to the planning commission with an application to rezone to RS4. She recounted the activities of the Planning Commission of April 24th in which the applicant submitted a conceptual plan and layout demonstrating approximately 68 lots. She continued with a summation of a neighbor to the property who spoke at the planning commission meeting in opposition to the development, citing concerns about loss of privacy due to the wooded lot behind her home, property values, and other issues. Ms. Yamaguchi informed the council that the Planning Commission recommended approval for the application. Council Member Ford asked Ms. Yamaguchi for the degree of unity of the votes from the Planning Commission. Ms. Yamaguchi indicated the votes were all in. favor of the application.

MOTION: A motion was made by Johnnie Parks, seconded by Justin Green  
**Move to Approve Item 25-653, approval of COMP-002056-2025 (Comprehensive Plan Change) Lynn corner, 23.18 acres, Levels 3 & 4 to Level 3, Located on the north east corner of Washington Street (91st Street) and 9th street (Lynn Lane Road)**

The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

Aye: 4

**F. 25-653 Consideration, discussion, and possible approval of COMP-002091-2025 (Comprehensive Plan Change), Bel Lago, 17.2 acres, Level 2 (Urban Residential) to Level 3 (Transition Area), located approximately one-half mile north of Houston Street (81st Street), one-half mile west of Evans Road (225<sup>th</sup> E. Avenue)**

Amanda Yamaguchi, Planning and Development Manager for the city of Broken Arrow addressed the council with a change to the Comprehensive Plan. She informed the council that this is an amendment to change approximately 23 acres of land marked as Level 3 and Level 4 to a change of all acres marked as Level 3. She gave a rough outline of where the property was plotted and located at the northeast corner of Washington Street and 9<sup>th</sup> Street. She then informed the council that if this item were to be approved, the applicant would return to the planning commission with an application to rezone to RS4. She recounted the activities of the Planning Commission of April 24<sup>th</sup> in which the applicant submitted a conceptual plan and



layout demonstrating approximately 68 lots. She continued with a summation of a neighbor to the property who spoke at the planning commission meeting in opposition to the development, citing concerns about loss of privacy due to the wooded lot behind her home, property values, and other issues. Ms. Yamaguchi informed the council that the Planning Commission recommended approval for the application.

Vice Mayor Johnnie Parks asked Ms. Yamaguchi about the ownership of the properties.

Ms. Yamaguchi responded to his questions indicating that the Homeowners Association of Bel Lago, and the applicant developer both own their respective properties and that none of the land discussed is owned by the City of Broken Arrow.

Vice Mayor Parks discussed his recent conversations with members of the public who are against the development of the applicant's plot. He then asked if there were members of the community who wished to speak against the proposed item.

After none were identified, Ms. Yamaguchi informed the council that there were 4 community members who opposed the plan at the planning commission meeting. These community members brought up many concerns like the number of multifamily units, concerns of increased congestion and traffic patterns through the subdivision, loss of green space, and other concerns of that nature. Ms. Yamaguchi also pointed out to the council that no multifamily unit traffic will flow through the neighborhood, and that emergency services will have access through a secondary gate to the Bel Lago community, but that would have to be built and installed.

After much discussion of the location of the application, and the additional affected communities, the council then moved to the discussion of buffer zones. Ms. Yamaguchi informed the council of the 20ft buffer zone requirement but also indicated the flood zone as an additional buffer. She then informed the council that the applicant was present. The Council invited the applicant to speak on the matter and stand up for questions from the council.

Attorney Tom Vogt, of Tulsa, Oklahoma, representing the landowner introduced himself to the council. He described the plan for the development's buffer zone to include the extensive floodplain, as well as a screening fence along the east portion of the development. He also noted several access points to the new neighborhood that would alleviate several traffic related concerns to Bel Lago community members. He noted concerns from Bel Lago community members that the multi-family housing units would not be a multi-story apartment building, but small detached units at approximately 1200 square feet. He documented he and his clients' attempts to meet with the public, indicating good turnout of about 80 people at a local elementary school. In this recent meeting, the developer showed off plans for the proposed development and answered questions and concerns. He highlighted the proposed construction materials, and that the builder of this development built many homes in the Bel Lago community. Mr. Vogt then again reaffirmed that the property would house less unit per acre on the property than an apartment community would. Mr. Vogt then described proposed parking options included in the development plans.

Mayor Debra Wimpee asked for clarification on the lack of concept images of the proposed units.

Ms. Yamaguchi reaffirmed that the council members received a draft PUD. She informed the council that once the change to the comprehensive plan was approved, the applicant would return to the Planning Commission with a rezoning application and a complete PUD. After those actions, she explained the council members would receive those additional details.

Mr. Vogt explained his intention to submit a full PUD but due to the changes needed in the comprehensive plan first, he was unable to.

Vice Mayor Johnnie Parks remarked that in the past there has been a difference in how the approval was tied to PUD.

Ms. Yamaguchi confirmed that notion and reiterated that the recommendation from the Planning Commission would be an approval subject to a PUD similar to the draft PUD the is being presented on the property. Otherwise, the comprehensive plan would not change.

Vice Mayor Parks responded with understanding, and that any major change would additionally need to come before the council.

Mr. Vogt for the applicant assured the council that this development had matured past the initial stages, and identified the engineer of the project, Mr. Jeff Tunnell, as present in the room.

Council Member Justin Green asked Mr. Vogt of the property ownership of two of the parcels of land in discussion. Mr. Vogt agreed that the two being discussed were owned by the same property owner.

Mayor Debra Wimpee questioned Mr. Vogt if any traffic studies had occurred in the proposed area. She mentioned how frequently she travels down this road, and whether an additional 300 cars would be feasible on the roadway. Ms. Yamaguchi responded that there have not been any traffic studies completed at this stage, as they are not required until further along in the development process, specifically in the engineering and platting phase. She then went on to explain that the City Council can request a traffic study at any time and can require a study as part of the council's recommendation, but city staff do not have the authority to request a study at this stage in the project.

The Council and Mr. Vogt then discussed the timing of the project so far, indicating that first, the application came before the planning commission in January 2025. The planning commission then asked the applicant to meet with the members of the community to address



concerns. The Applicant and their team met with members of the community in late February 2025. When the item came back to the planning commission, there were significantly less concerned members of the public ready to speak in opposition to the planned development. Mr. Vogt believes that the meeting addressed many concerns of those individuals who had previously voiced loud concerns. The council and Ms. Yamaguchi then went through and discussed the actions of the Planning Commission, including the history of the item, and the approval vote record from the planning commission. Mrs. Yamaguchi also wanted to note for the council that the application with multifamily zoning will require a .4 mile notification radius which is larger than the conference at plottage.

MOTION: A motion was made by Johnnie Parks, seconded by Lisa Ford  
**Move to Approve Item 25-653, approval of COMP-002091-2025 (Comprehensive Plan Change), Bel Lago, 17.2 acres, Level 2 (Urban Residential) to Level 3 (Transition Area), located approximately one-half mile north of Houston Street (81st Street), one-half mile west of Evans Road (225th E. Avenue)**  
The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks,  
Debra Wimpee

Aye: 3  
Nay: 1

10. Preview Ordinances - NONE

11. Ordinances

- A. 25-674 Consideration, discussion, and possible adoption of Ordinance No. 3873, closing an easement from Anthem Church, Inc, on property located one-third mile north of Houston Street (81st Street), one-quarter mile east of Garnett Road, Tulsa County, State of Oklahoma, (Section 08, T18N, R14E), repealing all ordinances to the contrary; and declaring an emergency (EASE-002076-2025)  
Amanda Yamaguchi, Planning and Development Manager, addressed the council on the closing of a portion of a utility easement for Anthem Church. This easement lies underneath a new building. The Anthem Church has dedicated a new easement to replace this easement and put in the water line. This easement, under the building, is no longer in use.

MOTION: A motion was made by Johnnie Parks, seconded by Lisa Ford  
**Move to Approve Item 25-674 adoption of Ordinance No. 3860, closing a utility and drainage easement from Heritage BA, on property located one eighth mile east of Evans Road (225th East Avenue) and north of Kenosha Street (71st Street), Wagoner County, State of Oklahoma, (Section 04, T18N, R15E), repealing all ordinances to the contrary; and declaring an emergency (EASE 002069 2025)**

The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

Aye: 5

- B. 25-675 Consideration, discussion and possible approval of an emergency clause for Ordinance No. 3873; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist  
No summation or introduction was made for this item.

MOTION: A motion was made by Lisa Ford, seconded by Justin Green  
**Move to Approve Item 25-675, approval of an emergency clause for Ordinance No. 3873; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist**

The motion carried by the following vote:  
Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

Aye: 4

- C. 25-710 Consideration, discussion, and possible adoption of Ordinance No. 3877, An Ordinance amending The Broken Arrow Code of Ordinances, to regulate and restrict land use, building use and the location of buildings designed for specific uses; to regulate the limit of height of buildings hereafter erected or altered; to regulate and determine the size and area of yards and other open spaces; to regulate the density of land use; to establish Zoning Districts based upon a Comprehensive Plan and to delimit such districts by reference to a map; to provide for off-street parking and loading; to provide for the application of zoning clearance permits and the issuance thereof by the City Manager or his Authorized Representative; to provide for amendments to this Ordinance; to provide for enforcement and prescribing penalties for the violation of the provisions; to provide for the board of adjustment to define its powers; to provide for severity; to provide for procedure before the Council and the Planning Commission; to provide for amendments, Codification of this Ordinance and repeal of conflicting Ordinances, repealing all ordinances to the contrary; and declaring an emergency; and to become Effective July 1, 2025



Amanda Yamaguchi, Planning and Development Manager for the City of Broken Arrow, introduced the new Broken Arrow Zoning ordinances. She indicated that work on this item began in 2020, with a successful public kick off in 2021. Ms. Yamaguchi additionally recounted how much work, and energy went into these zoning ordinances, as well as the number of public hearings and meetings that were held in its development. The council expressed their excitement to approve the item, noting the length of the process.

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

**Move to Approve Item 25-710 adoption of Ordinance No. 3877.**

The motion carried by the following vote:

**Aye: 4** Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

- D. 25-711 Consideration, discussion and possible approval of an emergency clause for Ordinance No. 3877; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist**  
There was no discussion about this item.

MOTION: A motion was made by Lisa Ford, seconded by Justin Green

**Move to Approve Item 25-711, approval of an emergency clause for Ordinance No. 3877; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist**

The motion carried by the following vote:

**Aye: 4** Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

- E. 25-708 Consideration, discussion, and possible adoption of Ordinance No. 3878, an ordinance amending the zoning ordinance of the City of Broken Arrow, Oklahoma, approving BAZ-2092, generally located one-quarter mile south of Tucson Street (121st Street), one-half mile west of Elm Place (161st E. Avenue), granting RS-3 zoning classification upon the tract, repealing all ordinances to the contrary; and declaring an emergency**  
Amanda Yamaguchi, Planning and Development Manager, explained the item to the council, as a change to the zoning map for a development plat to change the map to a RS-3 zone.

MOTION: A motion was made by Justin Green, seconded by Johnnie Parks

**Move to Approve Item 25-708 adoption of Ordinance No. 3878, an ordinance amending the zoning ordinance of the City of Broken Arrow, Oklahoma, approving BAZ-2092, generally located one-quarter mile south of Tucson Street (121st Street), one-half mile west of Elm Place (161st E. Avenue), granting RS-3 zoning classification upon the tract, repealing all ordinances to the contrary; and declaring an emergency**

The motion carried by the following vote:

**Aye: 4** Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

- F. 25-709 Consideration, discussion and possible approval of an emergency clause for Ordinance No. 3878; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist**  
No discussion was had for this item.

MOTION: A motion was made by Lisa Ford, seconded by Justin Green

**Move to Approve Item 25-709, approval of an emergency clause for Ordinance No. 3878; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist**

The motion carried by the following vote:

**Aye: 4** Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

**12. Remarks and Inquiries by Governing Body Members**

Vice Mayor Johnnie Parks commended the collaboration between the History Museum and the Senior Center on their recent Rooster Day dinner. He commended the staff of the Senior Center who work right alongside the History Museum staff and volunteers to set up, break down, and clean up the event. He also commended the Senior Center for volunteering their facility at no charge to the History Museum. He also recounted the success of the pie auction. Additionally, Vice Mayor Parks informed the public that the Governor of the State of Oklahoma has called special elections to fill the seats for Oklahoma State Representatives in Districts 71 and 74 as indicated in a letter he received from the Tulsa County Election Board. He also included the schedule of the election, with Republican runoff primaries on May 13, 2025, and a general election on June 10, 2025. The state election board will continue to send our confirmations letters to voters who fit into five categories. He added that the letter encouraged community members to log onto the Oklahoma Voter Portal within 60 days to update their information.

Council Member Lisa Ford praised the decoration of the City of Broken Arrow Float in the



Rooster Days parade. She then described that the float contained a rotating carousel and bubbles containing a vapor that dissipated after popping. She then remarked on the construction, and how grateful the council was for the individuals responsible for its design and execution. Other members of the council also agreed and were appreciative of the efforts. Council Member Justin Green expressed his admiration of the Sound of Broken Arrow, the choir from the Broken Arrow Senior Citizen Center who performed in the chambers of the city council for National Elected Officials Day. The members of the choir recognized all city employees for their hard work and performed patriotic songs for the group assembled. Council Member Green noted this incredible performance and thanked the choir.

Mayor Debra Wimpee shared with the City Council that The City of Broken Arrow was named The Best Place to live in the State of Oklahoma, and Number 12 in Best Places to Live in the United States of America. She attributed this ranking to the contributions of dedicated staff, public safety, and the measure, intentional growth of the community. She also included remarks about the great local community regarding community events, employers, restaurants, and retail in the area.

Mayor Wimpee shared with the community about a public meeting the city council is hosting regarding human trafficking. It will be at NSUBA from 8:30am-12:00pm on Friday. She went on to explain the meeting is to bring awareness of the issue to the community, listen to industry professionals.

Mayor Wimpee also shared there would be an event on Saturday called Avenue of the Flags, at Floral Haven beginning at 10am. The ceremony will feature the son of General Mancino. Following that, at 1:00pm the Youth on Guard Tomb of the Unknown Soldier reenactment will begin and continue until Monday at 3:00pm. Additionally, Mayor Wimpee indicated that Tuesdays in the Park will begin on June 2.

Council Member Ford informed the City Council that the rose garden dedication and ceremonial ribbon cutting will begin at 10am on Friday. The rose garden is located behind the community center. The public is encouraged to attend.

Mayor Wimpee also informed the council that the former Superintendent Max Smith passed away. The Council noted his longtime service to the schools and education systems of Broken Arrow. His Memorial Service is Friday at 2pm at Arrow Heights Baptist Church for those interested in attending.

**13. Remarks and updates by City Manager, including Recognition of Recent Accomplishments by Employees and Elected Officials**

City Manager Michael Spurgeon updated the council on the Oak Grove Fire Protection District plan. He reminded the council that the voters in the district voted to begin paying additional property taxes needed to support their additional contributions to the district in order to provide necessary emergency services to the area. Mr. Spurgeon went on to illustrate the work the Fire Chief Moore’s work to engage community leaders and additional leaders in nearby counties. These meetings included a recent meeting to establish protocols for dispatching to these areas. City Manager Mike Spurgeon then informed the council of a recent question on the improvements to County Line Road. He then said that pending the approval for capital improvements in the city budget, the city is prepared to begin work in July on a mill and overlay of the road. This will take place from the roads of Houston to New Orleans. In his final update to the council, Mr. Spurgeon informed the council that Senate Bill 701 will be heard in the legislative house of Oklahoma the following day. He reiterated the importance of the bill and that it would determine whether or not NSU could be heard at the Board of Regents to offer traditional four-year college classes.

**15. Adjournment**

The meeting was adjourned at approximately 7:41 p.m.

MOTION: A motion was made by Lisa Ford, seconded by Justin Green  
**Move to adjourn**

The motion carried by the following vote:

**Aye: 4**

Justin Green, Lisa Ford, Johnnie Parks, Debra Wimpee

\_\_\_\_\_  
Mayor

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





# City of Broken Arrow

## Request for Action

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**File #: 25-755, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Acceptance Planning Commission meeting minutes of May 8, 2025

**Background:**

The minutes of the Planning Commission meeting held May 8, 2025 were approved by the Planning Commission on May 22, 2025.

**Cost:**

Approximately \$45.00

**Funding Source:**

Community Development Operational Fund

**Requested By:**

Rocky Henkel, Community Development Director

**Approved By:**

City Manager Office

**Attachments:**

05-08-2025 Planning Commission Minutes

**Recommendation:**

Accept minutes of Planning Commission meeting held May 8, 2025.





# City of Broken Arrow

## Minutes

### Planning Commission

**Robert Goranson Chairman**  
**Jason Coan Vice Chairman**  
**Jaylee Klempa Commissioner**  
**Jonathan Townsend Commissioner**  
**Mindy Payne Commissioner**

City of Broken Arrow  
220 South 1<sup>st</sup> Street  
Broken Arrow, OK  
74012

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<b>Thursday, May 8, 2025</b>	<b>5:30 p.m.</b>	<b>Council Chambers</b>
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#### 1. Call to Order

Chairman Robert Goranson called the meeting to order at 5:30 p.m.

#### 2. Roll Call

**Present:** 4 - Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson

#### 3. Old Business - NONE

#### 4. Consideration of Consent Agenda

- A. 25-637 Approval of Planning Commission meeting minutes of April 24, 2025
- B. 25-613 Approval of PR-000766-2024 | PT-002131-2025, Conditional Final Plat, 81st Street Industrial Park, approximately 12.83 acres, 1 proposed lot, IH (Industrial Heavy) and FD (Flood District), located south of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road)
- C. 25-635 Approval of PR-00628-2024 | PT-002142-2025, Conditional Final Plat, Elysian Fields II, 12.76 acres, 59 lots, A-1 (Agricultural) to RS-3 (Single Family Residential) and RS-4 (Single Family Residential)/PUD-306 via BAZ-2046, one-quarter mile south and east of the southeast corner of Tucson Street (121st Street) and Garnett Road
- D. 25-647 Approval of LOT-002116-2025, Woodstone Home Cedar, 3 lots to 1 lot, 0.48 acres, DROD Area 1, located approximately one-eighth mile south of Kenosha Street (71st Street) and one-eighth mile east of Elm Place (161st Street)
- E. 25-650 Approval of LOT-002129-2025, Aspen Ridge Business Park North, 4 lots to 3 lots, 4.54 acres, CN (Commercial Neighborhood), located approximately one-quarter mile south of Florence Street (111th Street), east of Aspen Avenue (145th East Avenue)

MOTION: A motion was made by Mindy Payne, seconded by Jonathan Townsend  
**Move to Approve Consent Agenda**

The motion carried by the following vote:

**Aye: 4 -** Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson

#### 5. Consideration of Items Removed from Consent Agenda - NONE

#### 6. Public Hearings

- A. 25-646 Public hearing, consideration, and possible action regarding SP-002108-2025, Ian's Auto Service, CH (Commercial Heavy), one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street)

Amanda Yamaguchi, Planning and Development Manager, presented SP 2108-2025, a request for a specific use permit to allow up to 10% major vehicle repair at a property zoned Commercial Heavy (CH), located a quarter mile north of Houston Street and east of Lynn Lane Road. While minor vehicle repairs are already permitted under the existing zoning, some current activities fall under the major repair category, prompting the need for this permit to bring the property into compliance. Given the zoning of surrounding properties (also CH or IL), staff finds the request compatible with the area and recommends approval.

Jacob Davis, the owner of Ian's Auto Service, clarified that the shop has been operating since 2004 and performs primarily minor vehicle services—oil changes, brake jobs, tune-ups, etc.—which account for over 95% of their business. The only services they occasionally perform that fall under "major repair" are engine and transmission replacements, totaling less than 5% of



their work. The request for the specific use permit is to bring the business into compliance due to those infrequent repairs. Davis also explained that the business responsibly handles environmental concerns, such as oil and coolant disposal, and that noise levels remain consistent regardless of the type of repair. The commission confirmed that this action is essentially a procedural step to align zoning with long-standing operations. The discussion reflected support and appreciation for the business being a good neighbor and operating responsibly.

MOTION: A motion was made by Jason Coan, seconded by Mindy Payne  
**Move to Approve Item 25-646 action regarding SP-002108-2025, Ian's Auto Service, CH (Commercial Heavy), one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street)**

The motion carried by the following vote:

**Aye: 4 -** Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson

**B. 25-651 Public hearing, consideration, and possible action regarding SP-002098-2025 (Specific Use Permit), South Park Square, 2.16 acres, CG (Commercial General), north of West Jasper Street (131st Street), and one-quarter mile west of Elm Place (161st E Avenue)**

Amanda Yamaguchi, Planning and Development Manager, presented Item 25-651, the application for SP 2098-2025, a specific use permit for property located north of West Jasper Street and a quarter mile west of Elm Place, has been officially withdrawn by the applicant, so no commission action is required.

**7. Appeals - NONE**

**8. General Commission Business**

**A. 25-656 Consideration, discussion, and possible approval of building elevations for SITE-002126-2025, McDonald's at Peak, 1.31 acres, A-1 (Agricultural) to CH (Commercial Heavy) via BAZ-001744-2024, located one-half mile north of Tucson Street (121st Street), west of Aspen Avenue (145th E. Avenue), north of the Creek Turnpike**

Staff presented Item 8A-25-656 involved the consideration and potential approval of building elevations for a proposed McDonald's with a drive-thru at Site-002126-2025 on 1.31 acres, which was rezoned from Agricultural to Commercial Heavy in October 2024. A site plan was submitted on April 1, 2025, and a facade variance with updated elevations was requested on April 22. Per zoning rules, CH district buildings must have street-facing facades made of masonry, concrete panels, or glass materials.

Danielle Carter, representing McDonald's through Ofi Chito, stated she was available for questions and brought physical samples of the materials being reviewed that evening.

Ms. Carter confirmed that brick was considered but opted for McDonald's newer modern design featuring metal with a wood look, hardy board, and cement trim for added dimension and easier maintenance. Although McDonald's can use brick when required, this standard model was chosen for its updated, elegant appearance. Commissioners noted the importance of avoiding corrugated metal. She emphasized a preference for more refined materials, with some expressing a personal choice for brick while acknowledging the submitted design as acceptable.

Commissioners expressed concern about the long-term durability and aesthetics of the proposed McDonald's facade, favoring brick over the standard modern design using metal and hardy board. They cited issues like paint adherence on metal and comparisons to more upscale or cohesive developments in the area. The applicant explained the design is McDonald's current standard used nationwide, but agreed to revisit the elevations. After discussion, the applicant requested to table the item rather than face denial, offering to return with colored renderings and possible architectural enhancements. The commission agreed to continue the item to the May 22 meeting.

MOTION: A motion was made by Mindy Payne, seconded by Jason Coan  
**Move to table Item 25-656 possible approval of building elevations for SITE-002126-2025, McDonald's at Peak, 1.31 acres, A-1 (Agricultural) to CH (Commercial Heavy) via BAZ-001744-2024, located one-half mile north of Tucson Street (121st Street), west of Aspen Avenue (145th E. Avenue), north of the Creek Turnpike until May 22, 2025**

The motion carried by the following vote:

**Aye: 4 -** Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson

**B. 25-644 Election of a Chairperson for the Planning Commission for 2025-2026**

MOTION: A motion was made by Jason Coan, seconded by Mindy Payne  
**Move to re-elect Robert Goranson for Chairman of the Planning Commission**



**Aye: 4 -** The motion carried by the following vote:  
Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson

**C. 25-645 Election of a Vice-Chairperson for the Planning Commission for 2025-2026**

MOTION: A motion was made by Robert Goranson, seconded by Mindy Payne  
**Move to re-elect Jason Coan for Vice Chairman of the Planning Commission**  
The motion carried by the following vote:

**Aye: 4 -** Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson

**9. Remarks, Inquiries, and Comments by Planning Commission and Staff (No Action)**

**10. Adjournment**

MOTION: A motion was made by Jonathan Townsend, seconded by Mindy Payne  
**Move to adjourn**

**The motion carried by the following vote:**

**Aye: 4 -** Mindy Payne, Jonathan Townsend, Jason Coan, Robert Goranson





# City of Broken Arrow

## Request for Action

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**File #: 25-774, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Budget Amendment Number 28 for Fiscal Year 2025

**Background:**

The Municipal Budget Act adopted by the City Council allows the City to amend the budget at any time during the year for necessary expenditures incurred that exceed the original budget or when circumstances warrant the action.

Budget Amendment #28 appropriates a portion of the fund balance of the 2018 GO Bond Fund resulting from interest earned to provide funding for project ST25300, Tucson Improvements Olive - Aspen.

**Cost:** \$549,210.00

**Funding Source:** 2018 GO Bond Fund, Fund Balance

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

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

**Attachments:** Budget Amendment #28 for Fiscal Year 2025

**Recommendation:**

Approval of and authorization to execute Budget Amendment Number 28 for Fiscal Year 2025.



**Fund 593 - 2018 Bond Issue**  
**Budget Amendment #28**  
**Fiscal Year 2025**  
**6/2/2025**

**Estimated Revenue, Fund Balance or Transfers in**

<b>Account Number</b>	<b>Description</b>	<b>Balance before Amendment</b>	<b>Amount of Amendment</b>	<b>Balance after Amendment</b>
593-353050	FUND BALANCE	\$ 11,142,095	\$ (549,210)	\$ 10,592,885
		<b>\$ 11,142,095</b>	<b>\$ (549,210)</b>	<b>\$ 10,592,885</b>

**Appropriations**

<b>Account Number</b>	<b>Project</b>	<b>Description</b>	<b>Balance before Amendment</b>	<b>Amount of Amendment</b>	<b>Balance after Amendment</b>
5935300-570160	ST25300	TUCSON IMPROVEMENTS OLIVE - ASPEN	\$ -	\$ 549,210	\$ 549,210
			<b>\$ -</b>	<b>\$ 549,210</b>	<b>\$ 549,210</b>

**Explanation**

The Municipal Budget Act adopted by the City Council allows the City to amend the budget at any time during the year for necessary expenditures incurred that exceed the original budget or when circumstances warrant the action. Budget Amendment #23 appropriates a portion of the Fund Balance of the 2018 G.O. Bond resulting from interest earned to provide for funding for the Tucson Improvements project.

Approved by the City Council  
Tuesday, May 6, 2025

Attest by City Clerk

\_\_\_\_\_  
Mayor, Debra Wimpee

\_\_\_\_\_  
Curtis Green





# City of Broken Arrow

## Request for Action

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**File #: 25-777, Version: 1**

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**Broken Arrow City Council  
Meeting of: June 2, 2025**

**Title:**

Approval of and authorization to execute a Risk Management Services Agreement with the Arrow Group to provide brokerage services for Risk Management and Insurance Services administration to be effective July 1, 2025

**Background:**

The Arrow Group has served as the City's risk management and property insurance broker dating back to 2003. They currently provide brokerage services and arrange coverage for Bass Pro Shop property, general liability and umbrella policies, Battle Creek property, liquor liability, and commercial umbrella policies, City property and mobile equipment policies, the electronic data processing policy and the cyber policy.

The Arrow Group helps to solve specific risk management problems and provides advisory assistance on insurance issues, policy reviews and renewals and claims management.

The Arrow Group charges a fee of \$34,500 for coverages provided through OMAG (currently Bass Pro property, City property and mobile equipment coverage), and they receive commissions paid by carriers who pay commissions directly to them (examples Chubb, Travelers, Central, USLI, and Liberty Mutual).

Staff recommends approval of the Risk Management Services Agreement with the Arrow Group to continue providing brokerage services for risk management and property insurance services.

**Cost:** \$34,500 plus commissions

**Funding Source:** General Government 110-1700 and BAMA 220-1700

**Requested By:** Kelly Cox, Human Resources Director

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

**Attachments:** The Arrow Group Agreement 070125

**Recommendation:**

Approve the Risk Management Services Agreement with Arrow Group to provide brokerage services for Risk Management and Insurance Services administration effective July 1, 2025.



## **Risk Management Service Agreement**

This Risk Management Service Agreement is made effective as of July 1, 2025, by and between the City of Broken Arrow (COBA) and The Arrow Group A Division of Alliant (TAG) for the purpose of providing Risk Management and Insurance Brokerage Services by The Arrow Group A Division of Alliant (TAG) to and on behalf of The City of Broken Arrow (COBA)

### **Scope of Work**

It is agreed that COBA wishes to have TAG help solve specific risk management problems and to arrange appropriate insurance coverage. Also, to provide advisory assistance on conventional as well as non-conventional insurance issues, including when requested insurance policy review and claims management, review and comment on suggested changes made by vendors and contractors to the COBA Master Service Agreement and provide insurance educational assistance to COBA staff and any other work agreed upon by both parties.

### **Term of Agreement**

The term of this agreement (the term) will begin on the date of this agreement and will remain in full force and effect until June 30, 2026.

### **Compensation**

TAG shall be paid a fee of \$34,500 for any coverage placed through OMAG. TAG will receive any commissions paid by carriers who pay commissions directly to the broker.

### **Invoicing**

Invoices shall be submitted by TAG within 30 days of policy effective dates. The invoices shall be paid to TAG within 30 days of receipt by COBA.

### **Independent Contractor**

COBA and TAG expressly agree that TAG is an independent contractor as to all Work performed under this agreement and that TAG, its subcontractors and anyone employed by either TAG or its subcontractors shall not be deemed for any purpose an employee, agent, servant or representative of COBA.

### **Subcontracting**

TAG shall not utilize any subcontractors' services without the express permission and approval of COBA.

### **Warranty of Performance**

TAG warrants that it will perform all work in a professional manner and provide comments and notes based upon accepted professional standards.



### **Indemnification**

It is understood and agreed that TAG will be working in a strictly advisory capacity. Any comments provided by TAG dealing with contractor/vendor MSA reviews will be considered suggestions only and will be used only as a tool for COBA's corporate counsel to arrive at any legal or otherwise business decision for COBA. Although TAG may help in identifying exposures to be insured, it is the final responsibility of COBA in the identifying COBA's exposure to risk and to purchase the appropriate conventional or non-conventional insurance products. TAG will assist COBA determine if the insurance products purchased are appropriate and adequate, as allowed by Oklahoma law.

As a result of the above, COBA agrees to indemnify, defend, and hold TAG harmless from any claims, demands or costs whatsoever including reasonable attorney fees arising from the advisory risk management work outlined in the scope of work described within this agreement.

### **Confidentiality**

TAG agrees that any and all information that is not otherwise publicly available and is communicated by COBA and its employees for the purpose of providing advisory risk management assistance whether such information be written, oral, or in electronic format shall be confidential and shall be treated as such and held in strict confidence by TAG. Such Confidential Information shall be used only for the purposes of this Agreement by TAG and no such information shall be disclosed by TAG, its agents, employees or subcontractors without prior written consent of COBA.

### **Ownership of Intellectual Property**

All intellectual property and related material (Intellectual Property) that is developed or produced under this Agreement, will be the sole property of COBA. The use of the Intellectual Property by COBA will not be restricted in any manner.

### **Cancellation of Work**

COBA may at any time and for any reason immediately cancel any Work requested of TAG, in whole or in part, by giving written notice to TAG. If TAG is not in default at the time of such cancellation, COBA shall pay for the Work completed by TAG in draft form up to the termination date.

### **Assignment**

TAG acknowledges that COBA has entered into this agreement because of the unique knowledge and capabilities of TAG. Therefore, TAG may not assign the work under this agreement or delegate or subcontract any duty of performance without written approval of COBA.

### **Dispute Resolution**

In the event a dispute arises out of or in connection with this Agreement, COBA and TAG will attempt to resolve the dispute through friendly consultation.




**Governing Law**

It is the intention of the Parties to this Agreement that this Agreement and the performance under this Agreement, shall be construed in accordance and governed, to the exclusion of any other forum, by the laws of the State of Oklahoma, without regard to the jurisdiction in which any action or special proceeding may be instituted.

**In Witness Whereof**, the parties hereto have caused this Agreement to be signed by their respective authorized representatives.

**The Arrow Group**  
**A Division of Alliant**

By: 

Name: Terry D. Cupp

Title: Senior Vice President

Date: 5/1/2025

**The City of Broken Arrow**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-779, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute the first renewal of the Mutual Aid Agreement between the City of Broken Arrow and the City of Coweta for Building Inspection Services

**Background:**

The purpose of this Agreement is to facilitate, enhance, and formalize cooperation efforts between the City of Broken Arrow and the City of Coweta in providing mentoring and training opportunities as well as provisions for limited building inspection assistance within their respective city limits to ensure that structures are safe, sanitary, and fit for occupation and use. The duration of this agreement shall commence for a term of 12 months upon the day of execution and shall reserve the option for renewal of (3) three consecutive (1) one-year terms.

The original agreement was approved by City Council on June 3, 2024. The agreement allows for the renewal of three (3) consecutive one-year terms. This renewal is the first (1) of three (3) eligible renewals.

**Cost:** N/A

**Funding Source:** N/A

**Requested By:** Rocky Henkel, Community Development Director

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

**Attachments:** Mutual Aid Agreement

**Recommendation:**

Approval of the first renewal of the Mutual Aid Agreement between the City of Broken Arrow and the City of Coweta for Building Inspection Services and authorize its execution.



## **RENEWAL OF MUTUAL AID AGREEMENT BETWEEN CITY OF BROKEN ARROW AND THE CITY OF COWETA FOR BUILDING INSPECTION SERVICES**

This Renewal ("Renewal") is entered into by and between the City of Broken Arrow, Oklahoma, a municipal corporation ("Broken Arrow"), and the City of Coweta, Oklahoma, a municipal corporation ("Coweta"), collectively referred to as the "Parties."

### **RECITALS**

WHEREAS, the Parties previously entered into a Mutual Aid Agreement effective March 19, 2024, for a term of twelve (12) months, which allowed for three (3) consecutive one-year renewal terms; and

WHEREAS, the Parties desire to exercise the first renewal option for an additional twelve (12) month period in accordance with Section 2 of the original Agreement.

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

**1. Renewal Term**

Pursuant to Section 2 of the original Agreement, the Parties hereby agree to renew the Mutual Aid Agreement for a period of twelve (12) months, commencing on March 19, 2025, and continuing through March 18, 2026.

**2. No Other Changes**

Except as expressly set forth herein, all terms, conditions, covenants, and provisions of the original Agreement shall remain in full force and effect and are hereby ratified and affirmed by the Parties.

**3. Authority to Execute**

Each person signing below represents that they are authorized to execute this Renewal on behalf of their respective entity.

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IN WITNESS WHEREOF, the Parties have executed this Renewal on the dates set forth below:

City of Broken Arrow

City of Coweta

By: Kenneth D. Schugl  
City Manager *for MLS*

By: \_\_\_\_\_  
City Manager

Date: 05-29-25

Date: \_\_\_\_\_

Attest:

Curtis D. [Signature]

City Clerk

Attest:

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

Approved as to Form:

[Signature]

City Attorney

Approved as to Form:

\_\_\_\_\_  
City Attorney



Broken Arrow City Council Ratified:

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Mayor

Curtis D. [Signature]

City Clerk





# City of Broken Arrow

## Request for Action

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**File #: 25-743, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Agreement for Professional Consultant Services with Walter P. Moore and Associates, Inc. for the 245th E. Avenue Improvements from Kenosha Street to Oakland Street (Project Number 2552200)

**Background:**

Due to deterioration of existing infrastructure over time and also from recent development construction activities, approximately 1,500 feet of 245<sup>th</sup> E. Avenue from Kenosha Street to the north is in need of significant rehabilitation. Engineering & Construction Department staff has negotiated an Agreement for Professional Consultant Services with Walter P. Moore and Associates, Inc. to provide design services for said roadway improvements as well as upgrade existing waterline in the same vicinity.

The project scope includes widening and full depth reconstruction of the existing narrow two-lane roadway to a two-lane asphalt roadway, minimum 22' in width, with sod shoulders and improved open drainage ditches. Also included in the scope are improvements of existing waterline along S. 245th E. Avenue, approximately 1,500 L.F. in length, from Kenosha tying into existing waterline at Oakland Street. The project also includes other miscellaneous improvements such as: drives, storm drains under drives, roadway cross drains, ditch grading, miscellaneous appurtenances, identification of the need for utility relocations as well as all governmental agency coordination/permitting. It is anticipated improvements will not require additional right-of-way therefore services for right-of-way acquisition are not included in this agreement.

Staff recommends approval of this agreement.

**Cost:** \$119,000.00

**Funding Source:** Engineering Operational Budget

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

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

**Attachments:** Agreement for Professional Consultant Services

**Recommendation:**

Approve and authorize execution of Agreement for Professional Consultant Services with Walter P. Moore and Associates, Inc. for the 245th E. Avenue Improvements from Kenosha Street to Oakland Street project.



**AGREEMENT SUMMARY  
CITY OF BROKEN ARROW  
PROFESSIONAL CONSULTANT AGREEMENT  
S. 245TH E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT 2552200**

**1.0 Professional Consulting Firm:**

1.1 Name: Walter P Moore  
1.2 Telephone No.: 918-806-7200  
1.3 Address: 7666 East 61st Street, Suite #251  
Tulsa, OK 74133

**2.0 Project Name/Location:** S. 245th E. Ave Improvements From E. Kenosha St.  
To E. Oakland St., Broken Arrow, OK

**3.0 Statement of Purpose:** CONSULTANT understands that the OWNER has retained their professional services to prepare Plans and Construction Documents for construction of street and waterline improvements in Broken Arrow, OK, at the specified location within this agreement. These documents shall include, but not be limited to, the following: provide the bid document quantities; construction plans detailing the intent of the project; standard details and standard drawings associated with the project specifics; construction specifications; general conditions, and special conditions.

**4.0 Agreement Summary:**

4.1 Agreement Amount:  
Construction Document Phase (w/  
assistance during bidding) \$ 119,000.00  
**TOTAL AGREEMENT AMOUNT** \$ 119,000.00  
4.2 Agreement Time: 119 calendar days  
4.3 Estimated Construction Cost: \$ 930,000.00

**5.0 Agreement Approved by the Owner on:** \_\_\_\_\_ 2025

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**AGREEMENT  
FOR  
PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW  
AND  
WALTER P MOORE  
FOR  
S. 245TH E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT 2552200**

This AGREEMENT, including Attachment A through Attachment E, between the City of Broken Arrow (OWNER) and Walter P. Moore and Associates, Inc., (CONSULTANT);

**W I T N E S S E T H:**

WHEREAS, OWNER intends to design improvements to S. 245<sup>th</sup> E. Avenue from E. Kenosha Street to E. Oakland Street within the City of Broken Arrow (PROJECT) for which, OWNER has requested that CONSULTANT provide certain professional services as required and,

WHEREAS, CONSULTANT is qualified and capable to provide the professional services required;

NOW, therefore, in consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree as follows:

**ARTICLE 1 - EFFECTIVE DATE**

This AGREEMENT shall be effective upon signature of both parties.

**ARTICLE 2 - GOVERNING LAW**

This AGREEMENT shall be governed by the laws of the State of Oklahoma and venue for any action concerning this Agreement shall be in the District Court of Tulsa County, Oklahoma.

**ARTICLE 3 - SERVICES TO BE PERFORMED BY CONSULTANT**

CONSULTANT shall perform the SERVICES described in Attachment A, Scope of Services. If construction phase services are included, the CONSULTANT shall be the OWNER'S agent and representative to observe, record and report with respect to all services that are required or authorized by the construction documents. OWNER and CONSULTANT agree that the services to be performed under this AGREEMENT by the CONSULTANT shall be as an independent contractor.

**ARTICLE 4 – ORGANIZATION OF SUBMITTAL DOCUMENTS**

CONSULTANT shall prepare the documents as described in Attachment B as part of this Agreement.

**ARTICLE 5 - COMPENSATION**

OWNER shall pay CONSULTANT in accordance with Attachment C, Compensation and Additional Services.

**ARTICLE 6 - OWNER'S RESPONSIBILITIES**

OWNER shall be responsible for all matters described in Attachment D, OWNER'S Responsibilities and Special Conditions.



## **ARTICLE 7 - STANDARD OF CARE**

CONSULTANT shall perform the SERVICES undertaken in a manner consistent with the prevailing accepted standard for similar services with respect to projects of comparable function and complexity, and with the applicable state laws, as well as the specific codes, regulations, design criteria and construction specifications adopted by the OWNER and other governing policies published and generally considered authoritative by CONSULTANT'S profession that are in effect at the time of performance of these SERVICES. CONSULTANT is obligated to perform professional services in accordance with the foregoing standard with respect to the laws, codes, regulations, design criteria and construction specifications that are applicable pursuant to this AGREEMENT.

## **ARTICLE 8 - LIABILITY**

8.1 General. Having considered the potential liabilities that may exist during the performance of these SERVICES, the benefits of the PROJECT, and CONSULTANT'S fee for the SERVICES; and in consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree to allocate and limit such liabilities in accordance with Article 10.

8.2 Indemnification: CONSULTANT hereby agrees as follows:

1. With regard to the professional services performed and to be performed hereunder by or through the CONSULTANT, CONSULTANT agrees to indemnify, and hold harmless OWNER, and its agents and employees, from and against legal liability for all third-party claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by the negligent or intentional wrongful acts, errors, or omissions of CONSULTANT, its agents or employees. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of OWNER and CONSULTANT, or their agents or employees, then they, shall be borne by each party in proportion to each entity's own negligence. The CONSULTANT shall not have an upfront duty to defend the OWNER but shall reimburse reasonable defense fees and costs to the extent a claim is determined to have been caused by the negligence or willful misconduct of CONSULTANT, or as the parties otherwise agree in settlement.

2. With regard to acts or omissions of the CONSULTANT in connection with this Agreement which do not compromise professional services, the CONSULTANT further agrees to indemnify, defend, and hold harmless OWNER, and its agents and employees, from and against legal liability for all third-party claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by the negligent or intentional wrongful acts, errors, or omissions of CONSULTANT, its agents or employees, excluding, however, claims, losses, damages, or expenses arising out of the rendering or failure to render any professional services by the CONSULTANT (which is covered by Section 8.2.1. above). In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of OWNER and CONSULTANT, or their agents or employees, then they, shall be borne by each party in proportion to each entity's own negligence.

8.3 Consequential Damages. OWNER shall not be liable to CONSULTANT for any special, indirect, or consequential damages resulting in any way from the performance of the SERVICES such as, but not limited to, loss of use, loss of revenue, or loss of anticipated profits.

8.4 Survival. Upon completion of all SERVICES, obligations, and duties provided for in this AGREEMENT, or if this AGREEMENT is terminated for any reason, the terms and conditions of this Article 8 shall survive.

## **ARTICLE 9 - INSURANCE**

During the performance of the SERVICES under this AGREEMENT, CONSULTANT shall maintain the following insurance:



- (1) General Liability Insurance, with a combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate;
- (2) Automobile Liability Insurance, with a combined single limit of not less than \$1,000,000 for each person, not less than \$1,000,000 for each accident and not less than \$1,000,000 for property damage; and
- (3) Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.

CONSULTANT shall furnish OWNER certificates of insurance, which shall include a provision that such insurance shall not be canceled without at least thirty (30) days written notice to OWNER. Except as it pertains to Professional Liability Insurance, All PROJECT sub-consultants shall be required to name OWNER as an Additional Insured and certificate holder on their certificates of insurance for the PROJECT, and shall be required to indemnify OWNER and CONSULTANT to the same extent. CONSULTANT shall be held responsible to submit certificates of insurance for sub-consultants to OWNER prior to the sub-consultant's release to commence work.

#### **ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY**

CONSULTANT shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the construction of the PROJECT; or (2) procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to CONSULTANT in Attachment A, Scope of Services.

#### **ARTICLE 11 - LIMITATIONS OF RESPONSIBILITIES FOR ACTS OF OTHERS**

CONSULTANT shall not at any time supervise, direct, control or have authority over any work performed by any employee, contractor or other agent of OWNER. CONSULTANT shall not be responsible for the acts or omissions of any employee, contractor or other agent associated with the PROJECT except for its own employees, subcontractors and other agents.

#### **ARTICLE 12 - OPINIONS OF COST AND SCHEDULE**

Since CONSULTANT has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet PROJECT schedules, CONSULTANT'S opinion of probable costs and of PROJECT schedules shall be made on the basis of experience and qualifications as a professional. CONSULTANT does not guarantee that proposals, bids, or actual PROJECT costs will conform to OWNER'S cost estimates or that actual schedules will conform to OWNER'S projected schedules.

#### **ARTICLE 13 - REUSE OF DOCUMENTS**

All documents, including, but not limited to, drawings, specifications, and details, reports, etc. prepared by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the PROJECT. They are not intended or represented to be suitable for reuse by CONSULTANT or others on extensions of the PROJECT or on any other project. Any reuse or adaptation without prior written verification by the OWNER for the specific purpose intended will be at CONSULTANT'S sole risk and without liability or legal exposure to the OWNER. CONSULTANT shall defend, indemnify, and hold harmless the OWNER against all claims, losses, damages, injuries, and expenses, including attorney's fees, arising out of or resulting from such reuse to the extent allowed by law.

#### **ARTICLE 14 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY**

Except as otherwise provided herein, engineering documents, drawings, and specifications prepared by CONSULTANT as part of the SERVICES shall become the property of OWNER. CONSULTANT shall retain its rights in its standard drawing details, specifications, data bases, computer software, and other proprietary property. Rights to intellectual property developed, utilized, or modified in the performance of the SERVICES shall remain the property of CONSULTANT, but shall be provided to the OWNER, at no additional expense to the OWNER.



## **ARTICLE 15 - TERMINATION**

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the either party to perform in accordance with the terms of this AGREEMENT. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

OWNER may suspend performance of this AGREEMENT for OWNER'S convenience upon written notice to CONSULTANT. Upon restart, an equitable adjustment may be made to CONSULTANT'S compensation, if the period of suspension has created an economic hardship for the CONSULTANT.

## **ARTICLE 16 - DELAY IN PERFORMANCE**

Neither OWNER nor CONSULTANT shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this AGREEMENT, such circumstances include, but are not limited to, abnormal weather conditions such as floods, earthquakes, fire; civil disturbances such as war, riots, or other civil epidemic; power outages, strikes, lockouts, work slowdowns, or other labor disturbances; sabotage; judicial restraint, and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either OWNER or CONSULTANT under this AGREEMENT.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

## **ARTICLE 17 - WAIVER**

A waiver by either OWNER or CONSULTANT of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

## **ARTICLE 18 - SEVERABILITY**

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if this AGREEMENT did not contain the particular portion or provision held to be void. The parties further agree to amend this AGREEMENT to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire AGREEMENT from being void should a provision which is of the essence of this AGREEMENT be determined void.

## **ARTICLE 19 - INTEGRATION**

This AGREEMENT represents the entire and integrated AGREEMENT between OWNER and CONSULTANT. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT.

## **ARTICLE 20 - SUCCESSORS AND ASSIGNS**

To the extent permitted by Article 22, OWNER and CONSULTANT each binds itself and its successors and assigns to the other party to this AGREEMENT.

## **ARTICLE 21 - ASSIGNMENT**

Neither OWNER nor CONSULTANT shall assign its duties under this AGREEMENT without the prior written consent of the other party. Unless otherwise stated in the written consent to an



assignment, no assignment will release or discharge the assignor from any obligation under this AGREEMENT. Nothing contained in this Article shall prevent CONSULTANT from employing independent sub-consultants, associates, and sub-contractors to assist in the performance of the SERVICES. However, third party entities must comply with Article 9.

#### **ARTICLE 22 - THIRD PARTY RIGHTS**

Nothing in this AGREEMENT shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

#### **ARTICLE 23 - COMPLETION**

CONSULTANT shall complete the services within the time frame outlined on Attachment E, Schedule, subject to conditions which are beyond the control of the CONSULTANT.

#### **ARTICLE 24 - IMMIGRATION COMPLIANCE**

24.1 CONSULTANT shall demonstrate that they:

24.1.1 Have complied, and shall at all times during the term of this AGREEMENT, comply in all respects with all immigration-related laws, statutes, ordinances and regulations including without limitation, the Immigration and Nationality Act, as amended, the Immigration Reform and Control Act of 1986, as amended, and the Oklahoma Taxpayer and Citizen Protection Act of 2007 (Oklahoma HB 1804) and any successor laws, ordinances or regulations (collectively, the Immigration Laws"); and

24.1.2 Has properly maintained, and shall at all times during the term of this AGREEMENT, maintain any and all employee records required by the U.S. Department of Homeland Security ("DHS"), including, without limitation, properly completed and maintained Form I-9s for each of the CONSULTANT's employees; and

24.1.3 Has verified the employment eligibility for all employees hired on or after July 1, 2008 through DHS's E-Verify system, and shall at all times continue to verify the employment eligibility of all employees hired during the term of this AGREEMENT; and

24.1.4 Has required, and will at all times during the term of this AGREEMENT, require any sub-contractor utilized, hired or sub-contracted for by CONSULTANT for the completion or undertaking of any duties, tasks or responsibilities under this AGREEMENT, to comply with the requirements and obligations imposed by the Immigration Laws and set forth in Paragraphs 24.1.1, 24.1.2, and 24.1.3, above, with regards to each of the sub-contractor's employees.

24.2 CONSULTANT will indemnify, defend and hold harmless OWNER against any loss, cost, liability, expense (including, without limitation, costs and expenses of litigation and reasonable attorney's fees) demands, claims, actions, causes of action, liabilities, suits, damages, including special and consequential damages that arise from or in connection with, directly or indirectly, CONSULTANT'S failure, deliberate or negligent, to fulfill its obligations and representations regarding verifying the employment eligibility of its employees and the employees of any subcontractor utilized by CONSULTANT as set forth more fully in Paragraph 24.1 above.

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## **ARTICLE 25 - COMMUNICATIONS**

Any communication required by this AGREEMENT shall be made in writing to the address specified below:

OWNER: City of Broken Arrow  
485 N. Poplar Avenue  
Broken Arrow, OK 74012  
Contact: Mr. Travis Small, P.E., CFM  
Transportation Division Manager

CONSULTANT: Walter P. Moore and Associates, Inc.  
7666 E 61<sup>st</sup> Street, Suite #251  
Tulsa, OK 74133  
(918) 806-7200

Contact Name: Daniel Ashbaugh, P.E.  
Project Manager

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of OWNER and CONSULTANT.

## **ARTICLE 26 – ELECTRONIC SIGNATURES**

The Parties agree this transaction may be completed by electronic means and an electronic signature on this AGREEMENT will be given the same legal effect as a handwritten signature and cannot be denied enforceability solely because is it in electronic form. If CONSULTANT signs this AGREEMENT electronically and/or submits documents electronically, CONSULTANT agrees to comply with OWNER'S requirements for submission of electronically signed and/or submitted documents.

[The remainder of this page intentionally left blank]



IN WITNESS WHEREOF, the City Manager of the City of Broken Arrow, Oklahoma has hereunto set his hand, for and on behalf of the City of Broken Arrow and the CONSULTANT has signed, or caused his name to be signed, and seal affixed by proper authority, the day and year first above written and these presents have been executed in triplicate counterparts.

**OWNER:**

City of Broken Arrow, a Municipal Corporation

By: \_\_\_\_\_  
Michael L. Spurgeon, City Manager

Date: \_\_\_\_\_

**CONSULTANT:**

Walter P. Moore and Associates, Inc.

By: Brent Bolerjack  
Brent Bolerjack, Principal  
5/27/2025

Date: \_\_\_\_\_

(CORPORATE SEAL, IF APPLICABLE)

Attest: \_\_\_\_\_  
City Clerk [Seal]

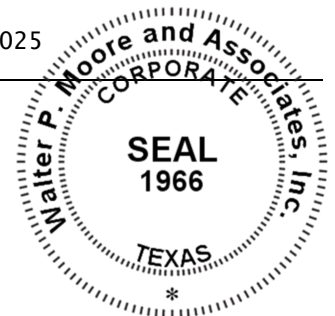
Date: \_\_\_\_\_

Approved as to form:

D. Graham Parker  
Assistant City Attorney

Attest: [Signature]  
~~Notary Public~~ **Corporate Secretary**

Date: 5/27/2025

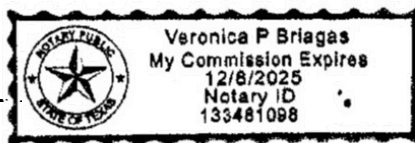


**VERIFICATION**

State of Texas )  
County of Harris ) §

Before me, a Notary Public, on this 27th day of May, 2025, personally appeared Brent Bolerjack, known to be to be a Principal of Walter P Moore, and to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:  
12/08/2025



Veronica P. Briagas  
Notary Public



**ATTACHMENT A  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**SCOPE OF SERVICES**

The following scope of services shall be made a part of the AGREEMENT dated the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**1.0 PROJECT UNDERSTANDING**

CONSULTANT understands that the OWNER has retained their professional services to prepare construction documents for bidding purposes on the S. 245<sup>th</sup> E. Avenue from E. Kenosha Street to E. Oakland Street Improvements project. These documents shall include, but not be limited to, the following: a design manual including all numerical calculations supporting the intent of the design, as well as providing the basis for bid document quantities; construction plans detailing the intent of the project; standard details and standard drawings associated with the project specifics; construction specifications; general conditions, and special conditions.

Furthermore, CONSULTANT understands: This project consists of approximately 1,500 L.F. of improvements for S. 245<sup>th</sup> E. Avenue from E. Kenosha Street to E. Oakland Street. The project scope includes widening the existing narrow two-lane roadway to a two-lane roadway, minimum 22' in width, with sod shoulders and improved open drainage ditches. Hydraulic analysis will be performed for proposed drainage structures, both crossing and paralleling drive structures, to maximize capacity with minimal impacts to existing right-of-way. The project scope also includes improvements of existing waterline along S. 245<sup>th</sup> E. Avenue, approximately 1,500 L.F. in length, from Kenosha tying into existing waterline at Oakland Street. The project shall also include services for the following: private drives, storm drains under drives, roadway cross drains, ditch grading, miscellaneous appurtenances, identification of the need for utility relocations as well as all governmental agency coordination/permitting.

The following is work not included in this scope but can be negotiated and performed as needed and at additional cost: identification of ultimate right-of-way needs, preparation of ultimate right-of-way acquisition documents, assistance during acquisition, and the coordination of utility relocations.

**2.0 PROJECT SCOPE**

CONSULTANT shall coordinate the subsurface exploration and design the subgrade and pavement section(s); perform civil design including water lines, and grading; and perform hydraulics/hydrology necessary to properly design the drainage structures. CONSULTANT shall also identify existing gas, electric, telecommunication, and other



private utilities which may require relocations.

CONSULTANT shall provide consulting services as follows:

- Geotechnical Services and Coordination
- Survey Services and Coordination
- Geometric, Site Grading, Drainage, Paving, and
- Miscellaneous Design
- Public Utility Design and Relocations
- Governmental Agency Coordination/Permitting

### **3.0 SCOPE OF SERVICES**

3.1 ADMINISTRATIVE/MANAGERIAL DUTIES: CONSULTANT shall be responsible to perform the following tasks throughout the course of the PROJECT:

- 3.1.1 Document all meetings, conferences, coordination, phone conversations, etc. and send documentation to OWNER within three (3) calendar days.
- 3.1.2 Meet with the Owner in a Pre-Design Conference in order to determine design criteria, requirements and codes and other critical design features of the Project such as preferred alignment as well as project schedule and milestone dates. All designs shall meet current City of Broken Arrow codes, regulations, and design criteria as found in the latest versions of the Engineering Design Criteria Manual, Land Subdivision Code, Zoning Code, Traffic Control Manual, Standard Construction Specifications, City Ordinances and Comprehensive Plan.
- 3.1.3 Provide Owner with a list of all proposed sub-consultants and tasks sub-consultants are responsible to perform.
- 3.1.4 Meet with the Owner to discuss review comments on each phase of the project, and incorporate appropriate comments into following phase.

3.2 LAND SURVEY: Upon receiving the written Notice to Proceed, the CONSULTANT shall perform the following tasks in accordance with the schedule provided in Attachment E:

- 3.2.1 Establish horizontal and vertical control necessary for the design and construction of the project including the establishment of reference points and benchmarks at each end and at interim points of the project and setting PK nails, at distances no greater than 500 feet between PK nails and at offset locations sufficient as to not be disturbed during construction, throughout the project. Control shall be in accordance with the OWNER'S Engineering Design Criteria.
- 3.2.2 Conduct all field surveys, including topographical, boundary, and aerial surveys, as necessary, for design of the project.
- 3.2.3 Research and field-verify, to the fullest extents possible (typically S.U.E. level "B"), the horizontal and vertical locations of all public and private utilities within the project boundary, which may be in conflict with the project and include in base survey along with all pertinent utility easements. It is incumbent upon CONSULTANT to determine if further investigation is necessary and advise OWNER of such need.
- 3.2.4 Determine existing right-of-way and easements.
- 3.2.5 Submit one (1) drawing on electronic media (AutoCAD 2022 or greater) and one (1) PDF file of the final survey.



- 3.3 PLANNING AND CONCEPTUAL DESIGN PHASE: Upon receiving the written Notice to Proceed, the Consultant shall perform the following tasks in accordance with the schedule provided in Attachment E:
- 3.3.1 With City input, establish project goals and alignments for streets, storm sewers, sanitary sewers and water lines as required.
  - 3.3.2 Develop conceptual plan, and alternatives as needed, for street and stormwater improvements.
  - 3.3.3 Develop a conceptual plan for water line improvements.
  - 3.3.4 Evaluate existing drainage system, capacity and conditions. Provide conceptual plan schematics and calculations for drainage design additions/improvements.
  - 3.3.5 Provide conceptual design plans to all utility companies electronically (i.e. pdf or CADD files as required) at submittal of conceptual design plans.
  - 3.3.6 Conduct all necessary geotechnical investigations and submit recommendations to the Owner for project sub-grade, pavement and foundation design.
  - 3.3.7 Submit six (6) bound sets of 1/2 size prints, one (1) set of drawings on electronic media (AutoCAD 2022 or greater), one (1) PDF file of the Planning & Conceptual design, and planning & conceptual cost estimate using 20% contingency.
  - 3.3.8 The Planning and Conceptual Design Phase submittal shall include:
    - Land Survey
    - Title Sheet
    - Typical Sections
    - Right-of-Way Map & Data (Existing Right-of-Way)
    - Survey Data Sheet
    - Plan and Profiles (Conceptual)
    - Construction Sequence
    - Identify any Public Utility Relocations on P&P
    - Conceptual cross sections
  - 3.3.9 Prepare conceptual special provisions.
  - 3.3.10 Prepare conceptual quantities.
  - 3.3.11 Prepare conceptual construction cost estimate using 20% contingency.
  - 3.3.12 Planning & Conceptual Design Review.
  - 3.3.13 Attend a meeting with the CITY to review the Conceptual Design Phase submittal and provide meeting minutes.
- 3.4 FINAL DESIGN PHASE: Following approval of the Planning and Conceptual Design, and upon receiving the written Notice to Proceed, the Consultant shall perform the following tasks in accordance with the schedule provided in Attachment E:
- 3.4.1 Conduct all necessary design functions required to complete the final design phase of the project.
  - 3.4.2 Finalize utility relocation coordination as necessary.
  - 3.4.3 Prepare and complete final design.
  - 3.4.4 Prepare detailed construction plans in conformance with appropriate drafting standards.
  - 3.4.5 Prepare final quantity estimates.



- 3.4.6 Prepare final estimate of construction costs with a 10% contingency.
- 3.4.7 Prepare construction specifications; Contract documents other than drawings and estimates on 8-1/2" x 11" plain white bond paper. All documents shall be suitable for original camera-ready copy.
- 3.4.8 Prepare Contract proposals in units compatible with Broken Arrow specifications.
- 3.4.9 Submit six (6) bound sets of 1/2 size prints of final construction plans, one (1) bound set of full-size prints (if required) of final construction plans, three (3) sets of final contract bid documents, one (1) PDF file and three (3) sets of 1/2 size prints of final City utility relocation plans, if required, to the Owner for distribution and review.
- 3.4.10 The Final Design Phase submittal shall include:
  - Title Sheet
  - Pay Quantities and Pay Item/General Notes
  - Typical Sections
  - Quantity & Miscellaneous Summaries
  - Summary of Drainage Structures, as needed
  - Storm Water Management Plan (SWP3)
  - Project Drainage Area Map
  - Right-of-Way Map & Data
  - Survey Data Sheet
  - Plan and Profiles
  - Waterline Relocation Sheets, as necessary
  - Intersection Details (tie-in to intersection plans by others)
  - Miscellaneous Details Sheet
  - Special Details, as needed
  - Cross Sections
  - Standard Construction Drawings
- 3.4.11 Final Design Review.
- 3.4.12 Attend a meeting with the CITY to review the Final Design Phase submittal and provide meeting minutes.
- 3.4.13 Provide final design plans to all utility companies electronically (i.e. pdf or CADD files as required).
- 3.4.14 Incorporate final review comments and furnish one (1) complete set of full-size drawings and contract documents, three (3) 1/2 size sets of final drawings, one (1) set of final drawings in pdf format and electronic media (AutoCAD 2022 or greater), one (1) master set of final specifications on electronic media, in both Microsoft Word and pdf formats, and paper, a written project description and electronic bid proposal.
- 3.5 ASSISTANCE DURING BIDDING (INCLUDED WITH DESIGN PHASE):  
Upon receiving the written Notice to Proceed, the Consultant shall perform the following tasks in accordance with the schedule provided in Attachment E:
  - 3.5.1 Provide the OWNER services during advertisement of the Project for bid.
  - 3.5.2 Serve as the technical question point of contact to answer requests for information during bidding and draft any necessary addenda to clarify Contract documents.
  - 3.5.3 Assist in preparing addenda and addenda plan sheets as required.

#### **4.0 ADDITIONAL SERVICES**



The following is not included in this scope and is considered additional work which can be negotiated and performed as needed at additional cost:

4.1 PROJECT CLOSE-OUT:

- 4.1.1 Incorporate changes into the drawings and produce Record Drawings.
- 4.1.2 Submit record drawings on electronic media (AutoCAD 2022 or greater).
- 4.1.3 Submit any revisions to the Design Manual caused by construction changes.

4.2 CONSTRUCTION ASSISTANCE: Construction Assistance is considered an additional service not included in the Scope of Services and will be negotiated with the CONSULTANT as necessary.

4.3 ATTEND NEIGHBORHOOD MEETINGS: If requested, the CONSULTANT will meet with the neighborhood to discuss the project. CONSULTANT will provide exhibits, be available for questions, concerns, and take notes.

4.4 UTILITY RELOCATION EXHIBITS: CONSULTANT can create an exhibit for franchise utility companies to show the impact of construction on their lines as identified by the survey. Relocation plans will not be created.

4.5 PROPERTY REPORTS, LEGAL DESCRIPTIONS, AND STAKING: CONSULTANT will coordinate with the surveyor on any right of way staking, legal descriptions, or right of way reports that the owner requests.

4.6 LOMR SUBMISSION: Though the project lies within the floodplain, it is not expected that a LOMR will be required to be submitted to FEMA. If the OWNER does request a LOMR, CONSULTANT staff can assist as needed in preparing the paperwork.

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**ATTACHMENT B  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245TH E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**ORGANIZATION OF SUBMITTAL DOCUMENTS**

The CONSULTANT shall prepare the following documents as described as a part of the AGREEMENT dated the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**1.0 CONSTRUCTION PLANS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following plan sheets:

- 1.1 Title Sheet;
- 1.2 Pay Quantities and Pay Item/General Notes;
- 1.3 Typical Sections;
- 1.4 Quantity & Miscellaneous Summaries;
- 1.5 Storm Water Management Plan (SWP3);
- 1.6 Project Drainage Area Map;
- 1.7 Right-of-Way Map & Data;
- 1.8 Survey Data Sheet;
- 1.9 Plan and Profiles (roadway & public utilities as necessary);
- 1.10 Intersection Details;
- 1.11 Miscellaneous Details;
- 1.12 Cross Sections; and
- 1.13 Standard Construction Drawings.

**2.0 RIGHT-OF-WAY DOCUMENTS:** Right-of-way services are not included in this scope and is considered additional work which can be negotiated and performed as needed at additional cost.

**3.0 DRAINAGE DESIGN DOCUMENTS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following documents:

- 3.1 Hydrology and Hydraulic Calculations;
- 3.2 Overall Project Drainage Map;
- 3.3 Drainage Summary Tables;
- 3.4 Stormwater Pollution Prevention Plan (SWP3)

**4.0 DESIGN CALCULATIONS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following documents:

- 4.1 Other Engineer Design Calculations (As Needed)

**5.0 CONTRACT DOCUMENTS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following documents:



5.1 Bid Documents:

- 5.1.1 Electronic bid proposal in format provided.
- 5.1.2 Written description of construction project.
- 5.1.3 Construction duration in calendar days.

5.2 Project Conditions:

- 5.2.1 Special Conditions.

5.3 Construction Specifications

**6.0 RECORD DRAWINGS:** Record drawing services are not included in this scope and is considered additional work which can be negotiated and performed as needed at additional cost.

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**ATTACHMENT C  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**COMPENSATION AND ADDITIONAL SERVICES**

The following compensation and hourly rates shall apply as described in Attachment C and shall be made a part of the AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_ 2025.

**1.0 BASIC COMPENSATION**

The basic compensation for the Professional Consultant to perform all duties and responsibilities associated with the Scope of Services as described in Attachment A shall be in accordance with the following payment breakdown:

- 1.1 Construction Documents Phase Payment: The OWNER shall pay the CONSULTANT a lump sum amount of **\$119,000** for the completion of the Construction Documents Phase (includes assistance during bidding). This amount includes all labor, material, overhead and profit associated with the Scope of Services.

**2.0 ADDITIONAL SERVICES BASED ON TIME**

The hourly rates set forth below include all salaries, benefits, overhead and other indirect costs including federal, state, and local taxes, plus profit and effective through June 30, 2026.

Principal	350.00
Project Manager	265.00
Senior Engineer	265.00
Engineer	200.00
Graduate Engineer	175.00
Senio CAD Technician	170.00
CAD Technician	140.00

**3.0 REPRODUCTION**

All charges for reproduction shall be included in Basic Compensation Fee of the Professional Consultant. No separate payment will be made for these expenses.



#### **4.0 MILEAGE**

All direct costs shall be included in the Basic Compensation of the Professional Consultant. No separate payment will be made for these expenses.

#### **5.0 DIRECT COSTS**

All direct costs shall be included in the Basic Compensation of the Professional Consultant. No separate payment will be made for these expenses.

#### **6.0 ADJUSTMENT CLAUSE**

The rates and costs described in this AGREEMENT shall not be revised annually, unless mutually agreed upon by both parties.

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**ATTACHMENT D  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**OWNER'S RESPONSIBILITIES AND SPECIAL CONDITIONS**

The following list of special OWNER'S responsibilities and contract special conditions shall be made a part of this AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_ 2025.

**1.0 OWNER'S RESPONSIBILITIES**

- 1.1 OWNER shall furnish to CONSULTANT all available information pertinent to the PROJECT including previous reports and any other data relative to design and construction of the PROJECT;
- 1.2 OWNER shall furnish to CONSULTANT all public utility information available relative to the design and construction of the PROJECT. CONSULTANT topographical survey shall locate all utilities above and below ground for exact location;
- 1.3 OWNER shall furnish to CONSULTANT list of codes adopted by the municipality as well as subdivision regulations, design criteria and construction standards and specifications that may be pertinent to the design and construction of the PROJECT;
- 1.4 OWNER shall be responsible for reproduction costs associated with the bidding of the final approved construction documents required for the construction of this PROJECT;
- 1.5 OWNER shall be responsible for all land/easement acquisition costs and filing of the required legal documents, if necessary; and
- 1.6 OWNER shall examine all studies, reports, sketches, estimates, specifications, plan drawings, proposals, and other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay the SERVICES of the CONSULTANT.

**2.0 SPECIAL CONDITIONS**

- 2.1 None

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**ATTACHMENT E  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**PROJECT SCHEDULE**

The following schedule shall be made a part of the AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_ 2025.

**1.0 CONSTRUCTION DOCUMENTS PHASE:**

- 1.1 Notice to Proceed:
- 1.2 Preparation of Preliminary Plans: 70 calendar days
- 1.3 Owner Review: 14 calendar days
- 1.4 Preparation of Final Plans (signed/sealed): 35 calendar days
- 1.5 Total: 119 calendar days

**2.0 ASSISTANCE DURING BIDDING PHASE:**

- 2.1 Answer technical questions and prepare addenda: To be determined

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# City of Broken Arrow

## Request for Action

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**File #: 25-780, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Amendment 1 to professional Consultant Agreement with Narrate for the design of the Operations Center Administration Building Remodel Project (Project No. 2317210)

**Background:**

The City of Broken Operations Center Administration Building will be remodeled to the existing space for the use of the Utility Department, Streets and Storm Department, and Code Enforcement Team of the Community Development Department. A space study has been performed to determine the best utilization of the space. This project will use the space study as a guide to design the offices, work areas, and public facing spaces for all three departments.

City staff negotiated an amendment with the Narrate to prepare the Construction Documents for additional exterior improvements for windows and canopy structures at the exit doors for \$27,350.00

**Cost:** \$27,350.00

**Funding Source:** 2018 GO Bond

**Requested By:** Charlie Bright, P.E., Director of Engineering & Construction

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

**Attachments:** Professional Consulting Agreement

**Recommendation:**

Approval of and authorization to execute Amendment 1 to professional Consultant Agreement with Narrate for the design of the Operations Center Administration Building Remodel Project (Project No. 2317210)



**AMENDMENT NO. 1  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES  
BETWEEN  
CITY OF BROKEN ARROW  
AND  
SELSER SCHAEFER ARCHITECTS (NARRATE)  
PROJECT NAME: Operations Center Administration Building  
PROJECT NO. 2317210**

THIS **AMENDMENT NO. 1**, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025, by and between the CITY OF BROKEN ARROW, OKLAHOMA, a municipal corporation of the State of Oklahoma, hereinafter referred to as "CITY", and SELSER SCHAEFER ARCHITECTS (NARRATE), hereinafter referred to as "ENGINEER";

**WITNESSETH:**

**WHEREAS**, CITY and ENGINEER entered into an Agreement dated December 18, 2024 "ORIGINAL AGREEMENT" for services as set forth in said Agreement; and

**WHEREAS**, said ORIGINAL AGREEMENT requires ENGINEER to prepare full architectural, interior design, structural, mechanical, and electrical and plumbing construction documents for bidding purposes for the Operations Facility Renovations to renovate the 14,000 SF office portion of the building.

**WHEREAS**, CITY and ENGINEER propose to amend said ORIGINAL AGREEMENT to expand the project scope and compensation to include the exterior entry canopy design and documentation.

**WHEREAS**, the ORIGINAL AGREEMENT and Amendments No. 1 through No. 1 shall hereinafter collectively be referred to as the "Agreement"; and

**WHEREAS**, funding is now available for said additional services; and

**WHEREAS**, ENGINEER is prepared to provide said additional services identified in this Amendment.

**NOW THEREFORE**, in consideration of the promises contained herein, the parties hereto agree to amend the Agreement as follows:

**1. PROJECT SCOPE.**

This Amendment requires CONSULTANT to provide design and documentation for exterior improvements from Option 1 at the conclusion of the Design Development Phase. Including the following:

- a. Design and documentation of the structural reinforcing and additional steel to support the existing wall where the new windows will be installed. The



existing brick is to be removed from grade to top of parapet at three (3) paired window locations.

- b. Design and documentation of the new structural elements to create a free-standing steel canopy over the main entrance along 1st street. New columns and foundations to be placed along the existing wall and footings. Design and documentation of the new shade and rain structure for canopy soffit.
- c. Design and documentation of new entry canopy lighting.
- d. Design and documentation of the new structural reinforcing and additional steel to support the exterior wall at the new building entrance along 1st Street. The existing wall is to be removed from grade to top of parapet. Design and documentation of the new smaller steel eyebrow canopy at entrance doors.
- e. Design and documentation of the new structural reinforcing and any additional steel to support new roof top screen being tied into existing structure.

**2. CHANGE IN CONTRACT AMOUNT.**

As compensation for the additional work, CITY shall pay ENGINEER in accordance with the terms as a change in the contract amount;

Original Contract Amount executed December 18, 2024	\$ 243,100.00
<u>Amendment No. 1</u>	<u>\$ 27,350.00</u>

Revised Total Contract Amount	\$ 270,450.00
-------------------------------	---------------

**3. AMENDED PROJECT SCHEDULE**

The schedule for Amendment No. 1 is to extend the original contract schedule by 0 days from Notice to Proceed.

**4. EFFECTIVE DATE AND AUTHORIZATION TO PROCEED.**

This Amendment No. 1 is effective upon signature of both parties.

Except as amended hereby, all terms of the Agreement shall remain in full force and effect without modification or change.



**IN WITNESS WHEREOF**, the parties have executed this AMENDMENT, in multiple copies on the respective dates herein below reflected.

**OWNER:**

City of Broken Arrow, a Municipal Corporation

By: \_\_\_\_\_  
Michael L. Spurgeon, City Manager

Date: \_\_\_\_\_

**CONSULTANT:**

SELSER SCHAEFER ARCHITECTS  
(NARRATE)

By: H. Spicker  
Hank Spicker, Partner

Date: 28 MAY 2025

(CORPORATE SEAL, IF APPLICABLE)

Attest: \_\_\_\_\_  
City Clerk [Seal]

Date: \_\_\_\_\_

Attest: Britton Howerton  
Britton Howerton, Associate Principal

Date: 28 MAY 2025

Approved as to form:

D. Graham Parker  
Assistant City Attorney

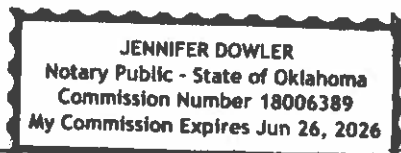
**VERIFICATION**

State of OKlahoma )  
County of Tulsa ) §

Before me, a Notary Public, on this 28 day of May, 2025, personally appeared Henry Spicker, known to be to be the (President, Vice-President, Corporate Officer, Member, or Other: \_\_\_\_\_) of SELSER SCHAEFER ARCHITECTS (NARRATE), and to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:

June 26, 2026



Notary Public:

J. Dowler





# City of Broken Arrow

## Request for Action

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**File #: 25-747, Version: 1**

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**Broken Arrow City Council  
Meeting of: 6-2-2025**

**Title:**

Approval of and authorization to execute Agreement, Gas Facilities Relocation, between Oklahoma Natural Gas and the City of Broken Arrow, for South Aspen Ave and East Tucson Street (Project Number ST2031)

**Background:**

The City of Broken Arrow plans to improve the South Aspen Ave and East Tucson Street intersection as part of the 2018 GO Bond. In order to accommodate the new construction, existing Oklahoma Natural Gas Company (ONG) medium pressure gas facilities need to be relocated. Portions of these existing facilities are located within existing private ONG easements, and as such, the City must reimburse ONG for the cost of relocating those portions of the facilities. ONG will bear the cost of relocating the portions of the facilities that do not occupy private easements, or for improvements (betterments) to their facilities completed as part of this project.

The total anticipated construction cost for this work is \$221,887.45. Of which, the City portion is \$135,584.00 (61.10%). ONG's share is \$86,303.00 (38.90%), which includes any betterment. The attached Agreement details these costs and serves as authorization for ONG to begin the relocation process.

Staff recommends approval of the Agreement with ONG to relocate the medium pressure gas facilities for an estimated cost to the City of \$135,584.00.

**Cost:** \$135,584.00

**Funding Source:** 2018 General Obligation Bond

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

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

**Attachments:** Agreement, Gas Facilities Relocation, between ONG and City of Broken Arrow

**Recommendation:**

Approve and authorize execution of Agreement, Medium Pressure Gas Facilities Relocation, between Oklahoma Natural Gas and the City of Broken Arrow, for South Aspen Ave and East Tucson Street Improvements (Project Number ST2031)



**AGREEMENT  
GAS FACILITIES RELOCATION  
Tucson (121st) and Aspen (145th) Int. (ONG Ph. 1.2 MP)  
CITY OF BROKEN ARROW PROJECT NUMBER ST2031 Ph. 2  
TULSA COUNTY**

Oklahoma Natural Gas Company, a Division of ONE Gas, Inc., hereinafter called "Company," owns various natural gas pipelines within the construction limits of the referenced project in the City of Broken Arrow, Tulsa County, Oklahoma, which Company utilizes in the discharge of its duties as a public service corporation.

City of Broken Arrow, Oklahoma, a municipal corporation, hereinafter called "City," has requested Company to relocate these facilities to accommodate the proposed construction of the referenced project as shown on plans therefore, the latest of which were received electronically by Company on April 17, 2025. City agrees to reimburse Company in the extent and manner hereinafter stated for that portion of the cost of relocating said facilities which is for the benefit of City.

Company proposes to perform the necessary relocation of its facilities in substantial accordance with the attached plan sheets and cost estimate(s). Company will bear the cost of relocating the portions of the facilities which do not occupy private rights-of-way. The City's share of the estimated cost of the necessary relocation will be \$135,584 all of which is to be reimbursed to Company by City.

City by accepting the proposal agrees that City shall reimburse Company for its share of the total actual relocation costs, said costs being arrived at in the same manner as used in Company's estimated cost of the project attached hereto.

Such relocation costs will be based upon, but not necessarily limited to, material suppliers', work contractors', and equipment-rental invoices; and at then-current rates and prices, company's transfer and stores expense charges for warehoused materials; payroll time sheets; indirect labor charges; auto, truck, and equipment use records; expense statements; and standard allocated overhead charges. Company's award of and payment for contracted work will be based upon competitive bids or continuing contract, whichever appears to the Company will be most practical and economical.

It is further understood, and City by accepting this proposal agrees, that City will reimburse the Company in accordance with this agreement within thirty (30) days after the said relocation work has been completed and Company's statement for City's costs thereof has been submitted. Company agrees that in the event Company should determine prior to commencement of construction that the revised estimated amount of the reimbursement by the City may exceed the estimated cost as stated herein, Company shall notify the City of such determination in writing. City shall have the right to terminate this agreement within ten (10) days of receipt of such said written notice. If City elects to so terminate, City shall pay Company the City's share of any engineering cost incurred to date of termination. If the City does not terminate the agreement within the ten (10) days, it shall remain in full force and effect.

The Company by agreeing to or by abandoning, relocating, or modifying any of its facilities pursuant to this agreement shall not thereby be deemed to have abandoned, modified, released, or otherwise destroyed any of its rights existing at the time of the execution of this agreement under valid and subsisting private right-of-way easements granted to, obtained by or through condemnation, or otherwise vested in the Company unless the Company shall have released same by written instrument.

Further, should the Company in the course of relocating the above-described facilities relocate any of such facilities presently located on private right-of-way onto public right-of-way, the Company shall be deemed in respect to such facilities to have retained sufficient easement and other rights such that if said facilities are encompassed within any



future governmental project requiring relocation, adjustment, or abandonment of such facilities, that the Company shall be entitled to reimbursement for the cost of such relocation, adjustment, or abandonment from the governmental agency requiring the same; provided, however, this provision shall not be construed as requiring reimbursement by the City of Broken Arrow except when such relocation, adjustment, or abandonment is required for a project of the City of Broken Arrow.

Any changes made by the City in this proposal as submitted by the Company shall be subject to the written acceptance thereof by the Company before there is any binding contract between the parties.

City by accepting this proposal warrants that it now has or will have unencumbered funds available with which to pay the relocation costs to the extent herein above provided.

If this proposal is not accepted by the City within one (1) year from the date of this letter, this proposal shall automatically terminate and thereafter shall not be subject to acceptance by the City unless the proposal is reinstated by Company.

Company respectfully requests that the City of Broken Arrow agree to the terms of this proposal by signing in the space provided below and returning one executed copy to us.

ATTEST:

Brian Shore

Signature ID: SMOCEWPEM

Secretary - Brian Shore

By: David Williams

Signature ID: OGDQEC3P5M

Vice President of Operations – David Williams

OKLAHOMA NATURAL GAS COMPANY,  
A DIVISION OF ONE Gas, INC.

Dated: 05/26/2025 PDT

APPROVED AND ADOPTED by the City Council of the City of Broken Arrow this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

City Clerk – Deputy

Mayor

CITY OF BROKEN ARROW  
A MUNICIPAL CORPORATION

APPROVED as to form and legality

D. Graham Parker

City Attorney



**OKLAHOMA NATURAL GAS COMPANY**  
**ESTIMATED GAS FACILITIES RELOCATION COST**

Tucson and Aspen Intersection (COB# ST2031) - MP  
CITY OF BROKEN ARROW  
5/20/2025

Pipe Footage in Private Easement	=	602	ft
Pipe Footage in Public Easement	=	383	ft
Total Project Footage	=	985	ft
Estimated Project Cost (Like Kind and Size)	=	\$221,887	
Estimated Project Cost (Actual Installation)	=	\$221,887	
Betterment (Actual - Like Kind and Size)	=	\$0	

Breakdown of Estimated Project Cost Like Kind and Size				
ONG Share	+	Entity Share	=	Total
383	+	602	=	985
985	+	985	=	985
38.90%	+	61.10%	=	100.00%
\$86,303	+	\$135,584	=	\$221,887

Betterment Cost Allocation				
Sub-Total Estimated Cost	=	Entity Share	+	Betterment
Total Estimated ONG Cost	=	\$86,303	+	\$0 = \$86,303
Total Estimated Entity Cost	=	\$135,584	+	\$0 = \$135,584
Total Estimated Cost of Actual Replacement				= \$221,887

Composite Percentage of Project				
ONG SHARE	=	$\frac{\$86,303}{\$221,887}$	=	38.90%
ONG BETTERMENT	=	$\frac{\$0}{\$221,887}$	=	0.00%
ENTITY SHARE	=	$\frac{\$135,584}{\$221,887}$	=	61.10%



# Cost Summary Report

CUE Number		47826
CUE Description	ONG BROKEN ARROW 055 NDU - Tucson (121st) and Aspen (145th) Int. (COBA# ST2031 Ph. 2, ONG Ph. 1,2 MP)	
CUE Status	AFEAPPR	
Parent WO	2025-1000475061	
Capital Project Number	021.055.2980.010408	
Project Function	055	
Version Number	1	
Version Description	Actual Install	
Version Estimate Type	DESIGN	
Version Estimate Status	AFEAPPR	
Estimator ID	OKE12478	
Estimator Name	Hubbard, Shane M.	
Cost Center	2980	
Project Funding Number	021.055.2989.FP010001	
Funding Type	NDU	
Target Start Date	Mar 13, 2025	
Target Finish Date	Mar 13, 2028	

Table 1

Summary	Materials SubTotal	Labor & Services Subtotal	Stores OH	Labor Attends	COH	Vehicle OH	Gross Cost	Less Contribution	Total Estimated Cost
Install Cost	3349.17	164021.84	736.81	220.92	53558.71	0.00	221887.45	0.00	221887.45
Sub Total	3349.17	164021.84	736.81	220.92	53558.71	0.00	221887.45		221887.45

Table 2

		Materials & Consumables				Labor Breakdown			Overheads		Vehicle OH	Total Costs
WP #	Task Description	Issued Material	Direct Purchase (Generic Material)	Miscellaneous Costs	Company Labor	Contract Labor	Stores OH	Labor Attends	COH	Vehicle OH		
20	CU Mainline Labor	0	0.00	0.00	1207.20	162760.69	0.00	220.92	52469.72	0.00	0.00	216658.53
10	CU Mainline Material	3,349.17	0.00	0.00	0.00	53.95	736.81	0.00	1088.99	0.00	0.00	5228.92
Sub Total		3,349.17	0.00	0.00	1,207.20	162,814.64	736.81	220.92	53,558.71	0.00	0.00	221,887.45



## Cost Summary Report

Table 3 - Materials Detail

Station	Work	Account	AssetCode	LaborType	DirectPurchase	CU Description	Generic CU Description	LineCost	QTY	UOM	Item#
10	I			CONTRACT	0	CAP,END,0.75 IN IPS,MDPE,BUTT FUSION,DR 11,100 PSIG,ASTM D2513		3	2	EACH	340000323
10	I			CONTRACT	0	CAP,END 4 IN IPS,MDPE,BUTT FUSION,100 PSIG,ASTM D2513		4.3	1	EACH	340000080
10	I			CONTRACT	0	COUPLING,4 IN IPS,HDPE,ELECT 100 PSIG,BLACK,AST D2513		30.26	2	EACH	340000235
10	I			CONTRACT	0	ELBOW,4 IN IPS,MDPE,BUTT FUSION,90 DEG,DR11,100 PSIG,ASTM D2513		29.6	4	EACH	340000365
10	I			CONTRACT	0	WIRE, SOLID, 10 GA, THWN, COPPER, YELLOW, 30 MILL, 1000 FT, HIGH, TRACER, BURIED GAS PIPELINE		207.9	770	FEET	342000081
10	I			CONTRACT	0	TRANSITION,4 IN X 4 IN IPS,ST X PE,WE X FUS, 0.391 IN WT,DR, 11.5,MD,FBE,W/ TRACER		54.55	1	EACH	110000255
10	I	37600	1590007	CONTRACT	0	PIPE MDPE, COIL, 0.75 IN IPS,DR 11,500 FT COIL, 0.095 IN WALL,BIMODAL,↑ REGRIND ALLOWED,ASTM D2513, YELLOW		8.2	20	FEET	330000020

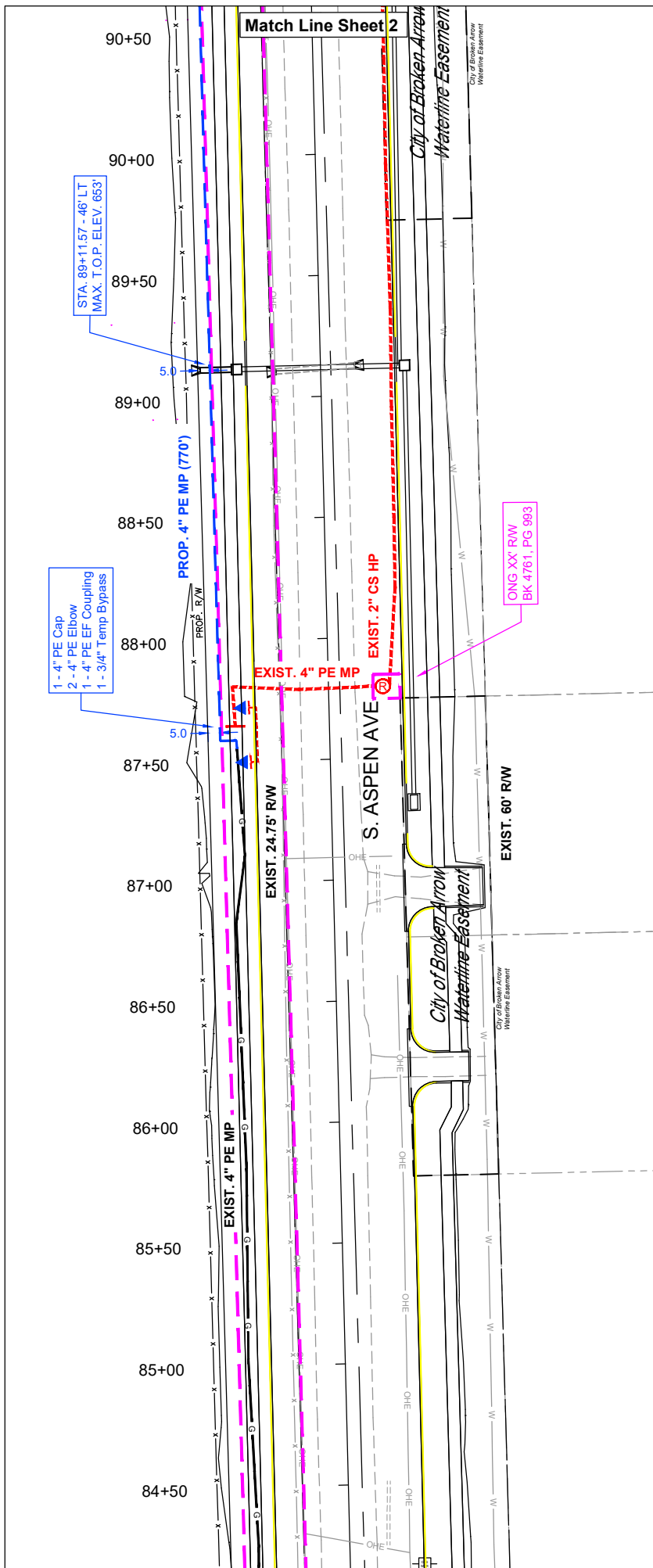


## Cost Summary Report

Table 3 - Materials Detail

Station	Work	Account	AssetCode	LaborType	DirectPurchase	CU Description	Generic CU Description	LineCost	QTY	UOM	Item#
10	I	37600	1590040	CONTRACT	0	PIPE MDPE,STICK, 4.00 IN IPS,DR 11.5,40 FT STICKS,0.395 IN WALL,UNI OR BIMODAL,NO REGRIND ALLOWED,ASTM D2513, YELLOW		140.8	40	FEET	330000060
10	I	37600	1590040	CONTRACT	0	PIPE MDPE,COIL,4.00 IN IPS,DR 11.5,500 FT COIL,0.395 IN WALL,NO REGRIND ALLOWED,ASTM D2513, YELLOW		2787.4	770	FEET	330000065
10	I			CONTRACT	0	TEE,4 IN IPS X 0.750 IN IPS,TAPPING,M 0.80 IN CUTTER,ASTM D2513,BUTT OUTLET,W/ 12 IN SLEEVE,W/ ALCOHOL WIPE		83.16	4	EACH	3400000603





**OKLAHOMA NATURAL GAS**  
A Division of ONE Gas

**MISSION**  
Providing reliable natural gas services to customers in Oklahoma.

**VISION**  
The customer's choice.

**CORE VALUES**  
Ethics • Quality • Loyalty  
Value • Service

**PRINTS ISSUED**

DATE	BY	ITEM	DATE	NO.	TO

**CITY OF BROKEN ARROW**

ASPEN AVENUE FROM  
JASPER TO TUCSON (Phase 3)  
COBA PROJECT NO. ST2031

DESIGNED	S.H.	SURVEY	NONE	DATE	10/9/24
DRAWN	S.B.H.	J.O.F.	9 <td>SCALE</td> <td>AS SHOWN</td>	SCALE	AS SHOWN
CHECKED				SHEET NO.	1
FILE NO.				DWG. NO.	3

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SCALE: 1"=40'

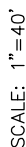
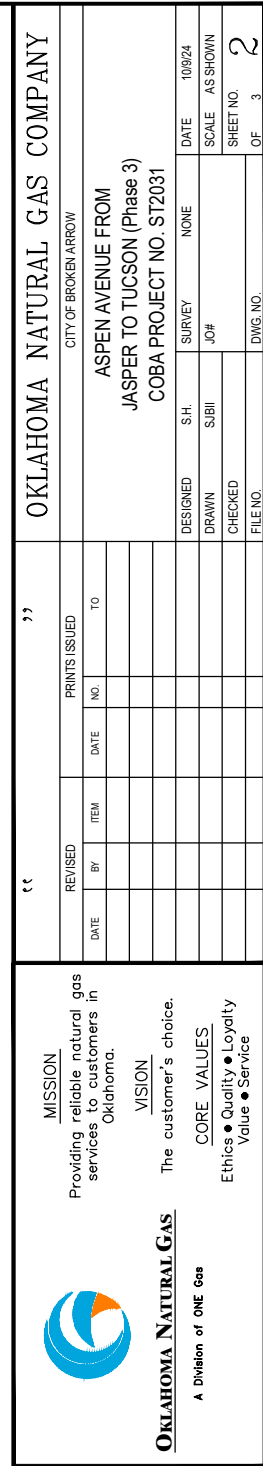
PROPOSED GAS (HP)

EXIST. GAS

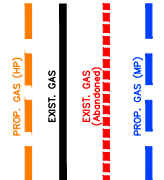
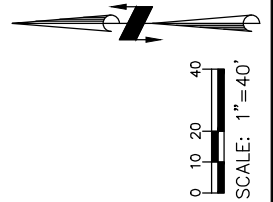
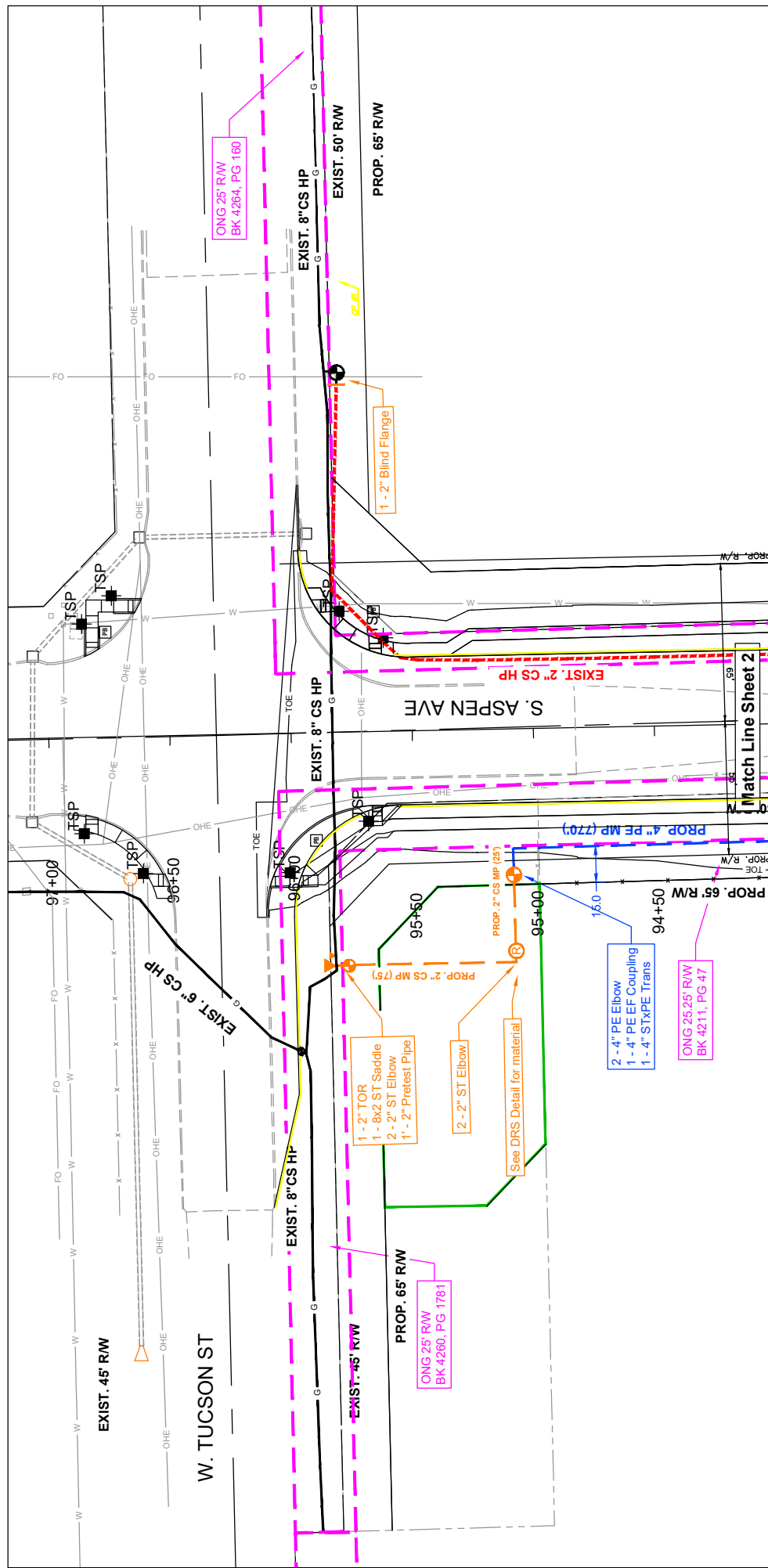
EXIST. GAS (ASPH/NO)

PROPOSED GAS









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A Division of ONE Gas

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**VISION**  
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Value • Service

OKLAHOMA NATURAL GAS COMPANY			
REVISED		PRINTS ISSUED	
DATE	BY	DATE	NO.
CITY OF BROKEN ARROW			
ASPER AVENUE FROM JASPER TO TUCSON (Phase 3)			
COBA PROJECT NO. ST2031			
DESIGNED	S.H.	SURVEY	NONE
DRAWN	S.B.III	JOF	
CHECKED			
FILE NO.			
DATE	10/9/24		
SCALE	AS SHOWN		
SHEET NO.	3		
OF	3		

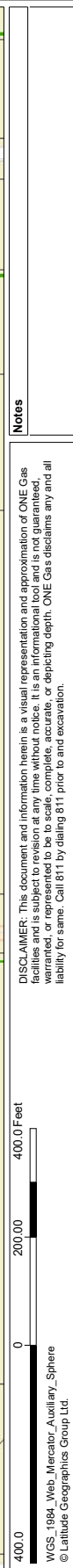




Notes

**DISCLAIMER:** This document and information herein is a visual representation and approximation of ONE Gas facilities and is subject to revision at any time without notice. It is an informational tool and is not guaranteed, warranted, or represented to be to scale, complete, accurate, or depicting depth. ONE Gas disclaims any and all liability for same. Call 811 by dialing 811 prior to any excavation.









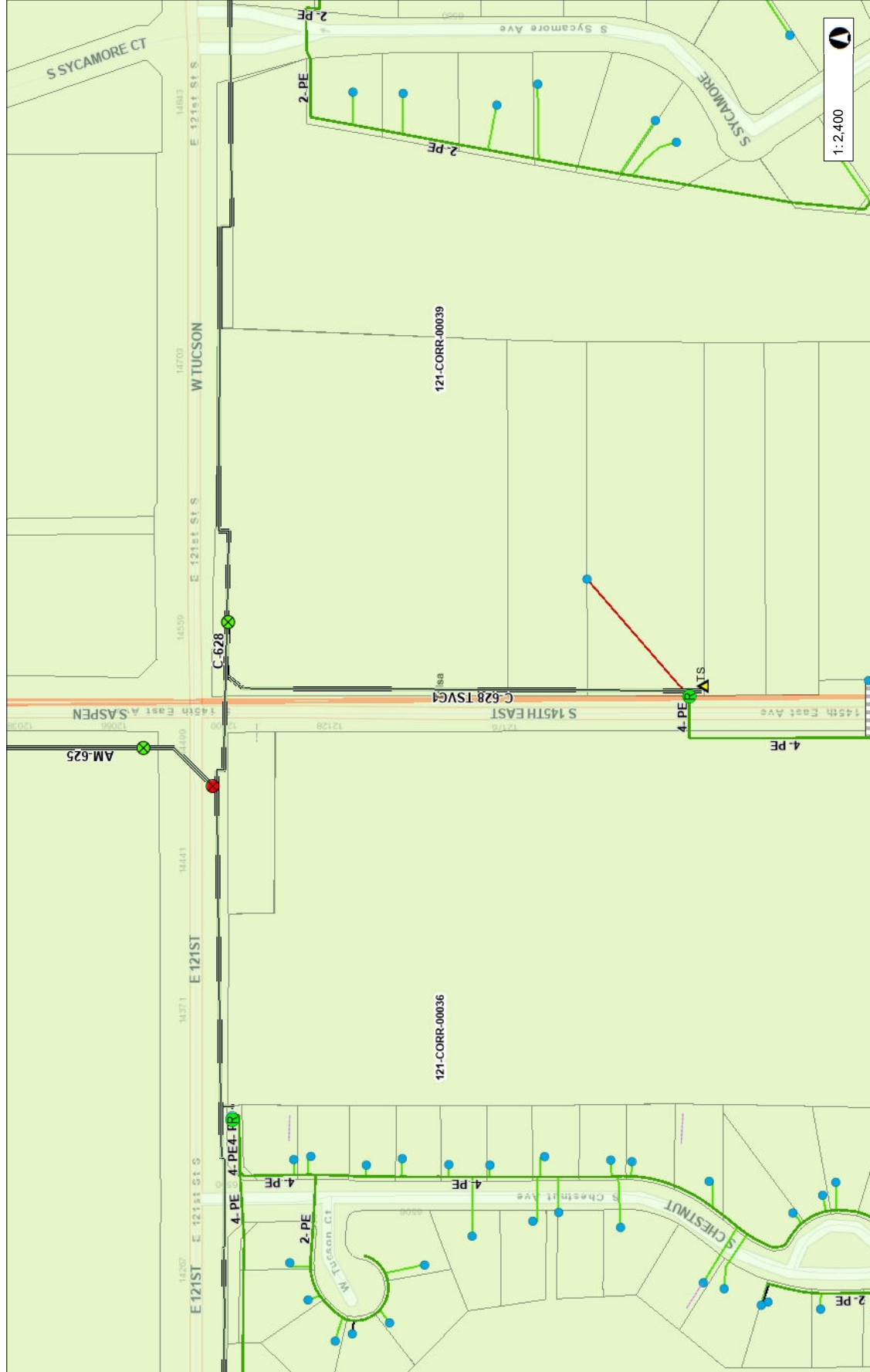
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400.0	0	200.00	400.0 Feet
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WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere  
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[illegible]





Legend	
	Hazard Point
	Verified
	<all other values>
	Threat Point
	Verified
	<all other values>
	Hazard Area
	Verified
	<all other values>
	Designer Drip
	Designer Test Point
	Designer Anode
	Designer Rectifier
	Designer Bond Junction
	Designer Ground Bed
	Designer Cable
	Bond Wire
	Rectifier Cable
	Designer Rural Tap
	Designer Gas Pipe Casing
	Casing
	Insertion
	Designer Meter Setting
	Designer Non-Controllable Fitting
	Coupling
	End Cap
	Expansion Joint
	Flange
	Reducer
	Reinforcing Sleeve
	Screw
	Transition
	Purge Point
	Threaded O-ring
	Unknown
	Designer Gas Valve
	Designer Location Notes
	Designer Controllable Fitting
	Short Stop
	Three-Way Tee
	Designer Regulator Station
	Designer Town Border Station
	Designer Utility Easement
	Designer Abandon Service Line
	to be Removed (Contains Gas)
	to be Abandoned (Contains Gas)
	Removed (No Longer Contains Gas)
	Abandoned (No Longer Contains Gas)
	Designer Service Line
	Proposed
	Approved
	Under Construction
	Operating
	New Design - Status Pending
	Status Not Available
	Designer Abandon Mains
	to be Removed (Contains Gas)
	to be Abandoned (Contains Gas)
	Removed (No Longer Contains Gas)
	Abandoned (No Longer Contains Gas)
	Designer Mains
	Proposed
	Approved
	Under Construction
	Operating
	New Design - Status Pending
	Status Not Available
	Service Point
	Valves
	Emergency Valve
	Non-Emergency Valve
	Coupling
	Gas Valve - Emergency
	Emergency Valve
	Non-Emergency Valve
	Regulator Station

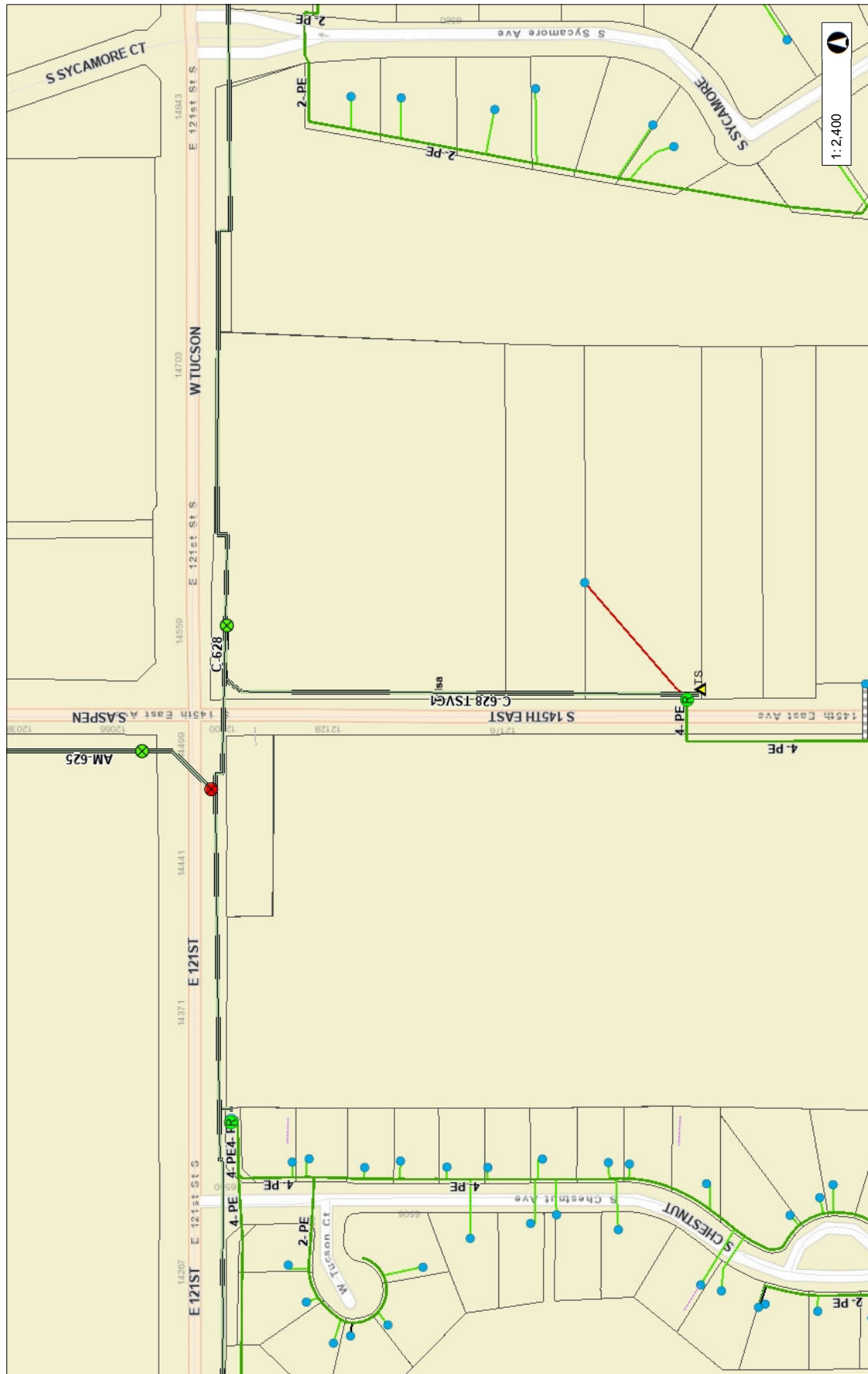
### Notes

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400.0 200.00 400.0 Feet

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**Legend**

	Hazard Point		Verified
	<all other values>		Threat Point
	Verified		<all other values>
	Hazard Area		Verified
	<all other values>		Designer Drip
	Designer Test Point		Designer Anode
	Designer Rectifier		Designer Bond Junction
	Designer Ground Bed		Designer Cable
	Bond Wire		Rectifier Cable
	Designer Rural Tap		Designer Gas Pipe Casing
	Casing		Insertion
	Designer Meter Setting		Designer Non-Controllable Fitting
	Coupling		End Cap
	Expansion Joint		Flange
	Reducer		Reinforcing Sleeve
	Screw		Transition
	Purge Point		Threaded O-ring
	Unknown		Designer Gas Valve
	Designer Location Notes		Designer Controllable Fitting
	Short Stop		Three-Way Tee
	Designer Regulator Station		Designer Town Border Station
	Designer Utility Easement		Designer Abandon Service Line
	to be Removed (Contains Gas)		to be Abandoned (Contains Gas)
	Removed (No Longer Contains Gas)		Abandoned (No Longer Contains Gas)
	Designer Service Line		Proposed
	Approved		Under Construction
	Operating		New Design - Status Pending
	Status Not Available		Designer Abandon Mains
	to be Removed (Contains Gas)		to be Abandoned (Contains Gas)
	Removed (No Longer Contains Gas)		Abandoned (No Longer Contains Gas)
	Designer Mains		Proposed
	Approved		Under Construction
	Operating		New Design - Status Pending
	Status Not Available		Service Point
	Valves		Emergency Valve
	Non-Emergency Valve		Coupling
	Gas Valve - Emergency		Emergency Valve
	Non-Emergency Valve		Regulator Station

**Notes**

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400.0 200.00 400.0 Feet

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P.O. Box 871  
Tulsa 74102

BOOK 4264 PAGE 160

561481

MY 16F 087 L00002.70 .1  
MY 16F 087 L00002.70 .I

FORM 428 (REV. 12-63)

# RIGHT OF WAY AGREEMENT

THIS AGREEMENT, made and entered into by and between

Ernest B. Day, Jr., and Frances M. Day, husband and wife; and

Jon T. Vrooman

hereinafter called the Grantor, and OKLAHOMA NATURAL GAS COMPANY, a corporation, hereinafter called the Grantee.

WITNESSETH, that said Grantor, for and in consideration of \$ 10.00 and other valuable considerations, the receipt of which is hereby acknowledged, does hereby grant to said Grantee, its successors and assigns, a permanent easement and right of way to lay, maintain, operate, relay and remove a pipe line, with fittings, tie-overs, cathodic protection equipment and other appurtenant appliances, with the right of ingress and egress to and from the same, over and through certain lands situated in the County of Tulsa

State of Oklahoma, and more particularly identified and described as follows, to-wit:

The south 25 feet of the north 50 feet of the north 528 feet of the W/2 W/2 NW/4

Section 3-T17N-R14E.

STATE OF OKLAHOMA  
TULSA COUNTY  
FILED FOR RECORD

77 MAY 16 PM 1 33

ANITA NESBITT  
COUNTY CLERK

THIS RIGHT OF WAY GRANT IS MADE SUBJECT TO THE FOLLOWING:

1. That said Grantor is to fully use and enjoy said premises subject to the easement rights hereby granted, but Grantor agrees that it will not construct nor permit to be constructed any lakes, ponds, buildings or other structures of a permanent nature upon or over said right of way or within ten feet of the pipe line of Grantee without the written consent of Grantee. However, hard surface driveways and entryways may be constructed over this pipeline.

2. That said Grantee hereby covenants to bury its pipe 24 inches below surface of the ground so that the same will not interfere with the cultivation of said premises. The Grantee shall not install any above ground level appurtenances.

3. That the Grantee shall have the right at any time to change the size of its pipe line and to cut, trim and keep clear all trees, brush and other obstructions that may injure, endanger or interfere with the construction, operation, maintenance or removal of said pipe line.

4. That the Grantee shall pay all damages to fences, crops, driveways, entryways and premises, which may be suffered by reason of laying, relaying, maintaining, operating, or removing said line of pipe. If not mutually agreed upon, said damages are to be ascertained and determined by three disinterested persons, one thereof to be appointed by the owner of the premises, one by the Grantee, and the third by the two so appointed as aforesaid, and the award of two of such three persons shall be final and conclusive.

This right of way grant contains all of the agreements and stipulations between the Grantor and Grantee with respect to the granting of said easement, and the same shall inure to the benefit of and be binding upon the Grantor and Grantee and their respective heirs, successors and assigns.

IN WITNESS WHEREOF the undersigned have executed this right of way agreement this 4th day of May, 1977.

x Ernest B. Day, Jr.  
Ernest B. Day, Jr.

x Frances M. Day  
Frances M. Day

x Jon T. Vrooman  
Jon T. Vrooman

STATE OF Oklahoma }  
COUNTY OF Tulsa } SS.

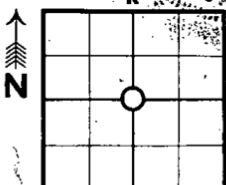
Before me, the undersigned, a Notary Public, in and for the State aforesaid, on this 4th day of May, 1977 personally appeared Ernest B. Day, Jr., Frances M. Day and Jon T. Vrooman to me known to be the identical persons who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed, for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last above written.

My Commission Expires 3-31-81

Cathy C. C. C.  
Notary Public

RECORDING DATA



Return to:  
OKLAHOMA NATURAL GAS COMPANY  
Land & Geological Department  
Box 871  
Tulsa, Oklahoma 74102



Negotiated by E. E. Smith Rods 40

Line Tulsa Distb. J.O. 515-90-27 R/W#

Entered ✓ Indexed ✓



08800001880 2813  
08800001880 2813

001 1-10-11-0002

STATE OF OKLAHOMA,  
COUNTY OF \_\_\_\_\_ } ss.

Before me, the undersigned, a Notary Public, in and for the County aforesaid, on this \_\_\_\_\_ day  
of \_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person \_\_\_\_\_ who executed the within and foregoing instrument, and acknowledged to  
me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes  
herein set forth.

Witness my hand and official seal.

Notary Public.

My Commission expires \_\_\_\_\_

STATE OF OKLAHOMA,  
COUNTY OF \_\_\_\_\_ } ss.

Before me, the undersigned, a Notary Public, in and for the County aforesaid, on this \_\_\_\_\_ day  
of \_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person UJO who executed the within and foregoing instrument, and acknowledged to  
me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes  
herein set forth.

Witness my hand and official seal.

Notary Public.

My Commission expires \_\_\_\_\_

STATE OF OKLAHOMA,  
COUNTY OF \_\_\_\_\_ } ss.

Before me, the undersigned, a Notary Public, in and for the County aforesaid, on this \_\_\_\_\_ day  
of \_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person \_\_\_\_\_ who executed the within and foregoing instrument, and acknowledged to  
me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes  
herein set forth.

Witness my hand and official seal.

Notary Public.

My Commission expires \_\_\_\_\_

STATE OF \_\_\_\_\_  
COUNTY OF \_\_\_\_\_ } ss.

CORPORATION ACKNOWLEDGMENT

Before me, the undersigned, a Notary Public, in and for said County and State, on this \_\_\_\_\_ day of  
\_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person who subscribed the name of the maker thereof to the within and foregoing instru-  
ment as its \_\_\_\_\_ and acknowledged to me that he executed the same as his free and voluntary act and deed,  
and as the free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last above written.

My Commission Expires \_\_\_\_\_

Notary Public.



Return to:  
OKLAHOMA NATURAL GAS COMPANY  
Right-of-Way & Damages Department  
Box 871  
Tulsa, Oklahoma 74102  
FORM 428 (REV. 2-81)

233457

BOOK 4761 PAGE 993

RIGHT OF WAY AGREEMENT

THIS AGREEMENT, made and entered into by and between Ernest B. Day, Jr., and Jon T. Vrooman

hereinafter called the Grantor, and OKLAHOMA NATURAL GAS COMPANY, a Division of ONEOK Inc., a Delaware corporation, hereinafter called the Grantee.

WITNESSETH, that said Grantor, for and in consideration of \$ 10.00\*\* and other valuable considerations, the receipt of which is hereby acknowledged, does hereby grant to said Grantee, its successors and assigns, a permanent easement and right of way to lay, maintain, operate, relay and remove a pipe line, with fittings, tie-overs, cathodic protection equipment and other appurtenant appliances, with the right of ingress and egress to and from the same, over and through certain lands situated in the County of Tulsa

State of Oklahoma, and more particularly identified and described as follows, to-wit:

The East 15.25 feet of the West 40 feet of the North 528 feet of the South 2,640 feet of the W/2 W/2 NW/4 Section 3-T17N-R14E.

At the option of the Grantors, Gas taps and regulators will be provided at various locations along said pipeline, and the rate charged will be the same as the nearest city or town served by ONG.

2-inch m-p regulator setting will be located at least 859 feet South of the NW/corner of Section 3-T17N-R14E.

THIS RIGHT OF WAY GRANT IS MADE SUBJECT TO THE FOLLOWING:

1. That said Grantor is to fully use and enjoy said premises subject to the easement rights hereby granted, but Grantor agrees that it will not construct nor permit to be constructed any lakes, ponds, buildings or other structures of a permanent nature upon or over said right of way or within ten feet of the pipe line of Grantee without the written consent of Grantee.

2. That said Grantee hereby covenants to bury its pipe 24-inches below surface of the ground so that the same will not interfere with the cultivation of said premises.

3. That the Grantee shall have the right at any time to change the size of its pipe line and to cut, trim and keep clear all trees, brush and other obstructions that may injure, endanger or interfere with the construction, operation, maintenance or removal of said pipe line.

4. That the Grantee shall pay all damages to fences, crops, and premises, which may be suffered by reason of laying, relaying, maintaining, operating, or removing said line of pipe. If not mutually agreed upon, the parties may agree to have damages ascertained and determined by three disinterested persons, one thereof, to be appointed by the owner of the premises, one by the Grantee, and the third by the two so appointed as aforesaid, and the award of two of such three persons shall be final and conclusive.

This right of way grant contains all of the agreements and stipulations between the Grantor and Grantee with respect to the granting of said easement, and the same shall inure to the benefit of and be binding upon the Grantor and Grantee and their respective heirs, successors and assigns.

IN WITNESS WHEREOF, the undersigned have executed this right of way agreement this 9th day of January, 1984.

Ernest B. Day, Jr.  
Ernest B. Day, Jr.

Jon T. Vrooman  
Jon T. Vrooman

STATE OF Oklahoma

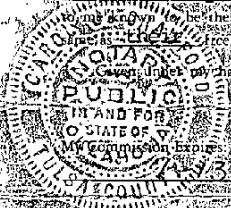
COUNTY OF Tulsa

SS.

Before me the undersigned, a Notary Public, in and for the State aforesaid, on this 9th day of January, 1984, personally appeared Ernest B. Day, Jr. and Jon T. Vrooman

and know to be the identical persons who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed, for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last above written.

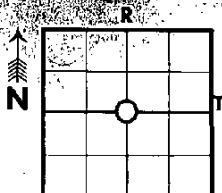


STATE OF OKLAHOMA  
TULSA COUNTY  
FILED OR RECORDED

RECORDING DATA

1984 JAN 24 AM 10:31

ANITA NESBITT  
COUNTY CLERK



Negotiated by Walt R. Hoppensteadt  
Broken Arrow

Line Distb. J. O. 515-84-51

Entered ☒ Indexed ☒





STATE OF OKLAHOMA,  
COUNTY OF \_\_\_\_\_

ss.

Before me, the undersigned, a Notary Public, in and for the County aforesaid, on this \_\_\_\_\_ day  
of \_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person \_\_\_\_\_ who executed the within and foregoing instrument, and acknowledged to  
me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes  
herein set forth.

Witness my hand and official seal.

Notary Public.

My Commission expires \_\_\_\_\_

STATE OF OKLAHOMA,  
COUNTY OF \_\_\_\_\_

ss.

Before me, the undersigned, a Notary Public, in and for the County aforesaid, on this \_\_\_\_\_ day  
of \_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

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herein set forth.

Witness my hand and official seal.

Notary Public.

My Commission expires \_\_\_\_\_

STATE OF OKLAHOMA,  
COUNTY OF \_\_\_\_\_

ss.

Before me, the undersigned, a Notary Public, in and for the County aforesaid, on this \_\_\_\_\_ day  
of \_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person \_\_\_\_\_ who executed the within and foregoing instrument, and acknowledged to  
me that \_\_\_\_\_ executed the same as \_\_\_\_\_ free and voluntary act and deed, for the uses and purposes  
herein set forth.

Witness my hand and official seal.

Notary Public.

My Commission expires \_\_\_\_\_

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

CORPORATION ACKNOWLEDGMENT

ss.

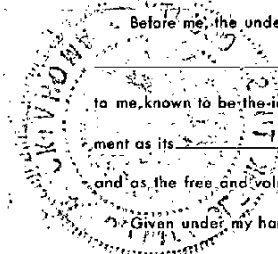
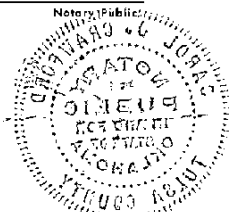
Before me, the undersigned, a Notary Public, in and for said County and State, on this \_\_\_\_\_ day of  
\_\_\_\_\_, 19\_\_\_\_, personally appeared \_\_\_\_\_

to me known to be the identical person who subscribed the name of the maker thereof to the within and foregoing instru-  
ment as its \_\_\_\_\_ and acknowledged to me that he executed the same as his free and voluntary act and deed,  
and as the free and voluntary act and deed of such corporation, for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last above written.

My Commission Expires \_\_\_\_\_

Notary Public.







# City of Broken Arrow

## Request for Action

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**File #: 25-701, Version: 1**

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**Broken Arrow City Council  
Meeting of: June 2, 2025**

**Title:**

**Approval of and authorization to execute an agreement with the Orsus Group Background Screenings to provide preemployment background check screenings for preemployment requirements of candidates of the City of Broken Arrow**

**Background:**

The City of Broken Arrow ordinances require preemployment background screenings to be completed on all new hires. To ensure the city was receiving fair pricing and adequate information for preemployment background checks, the HR department conducted an RFP for preemployment background screening services.

A request for proposal was sent out on in March 2025 notifying companies the city was seeking to establish a contract for the following services:

- a. National Criminal Searches - Conduct thorough searches across national databases to identify any criminal records.
- b. County-Level Record Verification - Obtain and verify county records for all locations where the candidate has resided.
- c. Criminal History Verification - Ensure accurate reporting of any past criminal offenses.
- d. Employment History Verification - Confirm previous employment, including dates of service and job titles.
- e. Education Verification - Authenticate academic credentials, including degrees earned and institutions attended.
- f. Social Security Number & Date of Birth Validation - Verify identity through SSN and DOB checks.
- g. FCRA Compliance - Adhere to Fair Credit Reporting Act (FCRA) requirements, including providing legally required notices to applicants in cases of adverse findings.
- h. Timely and Accurate Reporting - Deliver results expeditiously while maintaining high standards of accuracy and compliance.

A total of ten (10) proposals were received: AInsight, HireRight, Accurate C&S Services, Atlanta HealthCare, Teams Professional Services, Command Investigations, Thuro, Justifacts, GroupOne and Orsus Group. After receipt of the proposals, two responses were disqualified for not providing adequate responses. A review committee was comprised of Kelly Cox-HR Director, Alex Foster-Assistant HR Director, Kristin Ross-Talent Acquisition Coordinator, and Denise Sarey, HR Specialist. The proposals were scored based on the categories of overall experience of company and demonstrated results, method and ease of submission and turnaround time, work plan/approach and timing, and cost effectiveness.

A thorough review of each company brought us to final presentation stages with Justifacts, GroupOne and the Orsus Group. The review committee preferred the system ease and turnaround time of the Orsus Group. The Orsus Group includes an all-inclusive package price for their preemployment background check which includes the criminal background check, education verification(s) and employment verification(s).



**Cost:** approximately \$20,000 annually (dependent upon number of new hires annually)

**Funding Source:** 1101102 530870 Professional Services-HR Budget

**Requested By:** Kelly Cox, Human Resources Director

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

**Attachments:** Background check combined scores  
Background Check RFP 030725 final  
Pre-employment Background Check A&Q Addendum 040425  
TOG Proposal to Broken Arrow for Background Check Services -25-145  
TOG Agreement

**Recommendation:**

Approve and execute an agreement with the Orsus Group Background Screenings to provide preemployment background check screenings for preemployment requirements of candidates of the City of Broken Arrow



Company/Firm				Overall Experience of Company & Demonstrated Results				Method and Ease of Submission and Turnaround Time				Work Plan, Approach and Timing				Cost Effectiveness				Total Points				
	.PDF Version	4 Copies	1 Unbound Original	30 Points				20 Points				30 Pons				20 Points				100	Individual Scores			
				KC	AF	KR	DS	KC	AF	KR	DS	KC	AF	KR	DS	KC	AF	KR	DS	400	Kelly	Alex	Kristin	Denise
aINSIGHT	n/a	n/a	x	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HireRight	x	n/a	n/a	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Accurate C&S Services	flash drive	X	X	20	12	27	0	15	12	18	10	15	15	28	0	10	2	18	0	202	60	41	91	10
Atlanta HealthCare	X	X		15	10	26	15	12	12	18	15	25	10	27	15	10	0	18	5	233	62	32	89	50
Teams Professional Services	X	X	x	28	13	27	20	20	15	18	15	30	25	28	20	20	0	19	5	303	98	53	92	60
Command Investigations	X	X	X	30	20	29	20	20	17	19	15	25	13	28	20	18	2	19	20	315	93	52	95	75
Thuro	flash drive-Word	X	X	30	30	30	25	15	16	19	20	25	15	29	20	20	0	19	20	333	90	61	97	85
Justifacts	x	X	X	30	28	30	20	18	17	19	10	30	23	29	20	15	15	17	20	341	93	83	95	70
GroupOne	X	X	X	27	27	28	25	18	20	18	20	25	28	27	20	12	15	18	20	348	82	90	91	85
Orsus Group	X	X	X	30	25	30	25	10	20	20	15	30	26	29	25	20	18	19	20	362	90	89	98	85



# **REQUEST FOR PROPOSALS 25.145**

## **Pre-Employment Background Check Services**



**CITY OF BROKEN ARROW, OKLAHOMA**



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## ADVERTISEMENT & NOTICE

REQUEST FOR PROPOSAL (RFP) 25.145  
Pre-employment Background Check Services  
City of Broken Arrow, Oklahoma

The City of Broken Arrow, Oklahoma is hereby soliciting sealed proposals for pre-employment background check services. Proposals will be received by the Human Resources Office until **April 10<sup>th</sup>, 2025**. Proposals will be received only in the Human Resource's office address shown below.

All proposals must be submitted in accordance with the RFP specifications which may be obtained during normal business hours from (8:00 a.m. to 5:00 p.m.):

City of Broken Arrow  
Human Resources  
P. O. Box 610  
201 E. Commercial Street  
Broken Arrow, OK 74013  
918-259-2400 x.5342 Office  
918-251-9210 Fax

Proposals will be evaluated as described herein. The City reserves the right to accept part, or all, of any specific proposal(s) and to waive or disregard minor irregularities, informalities, or deficiencies. The City further reserves the right to reject all proposals, or part of any specific proposal, to hold all proposals in force and effective for ninety (90) calendar days after date of opening, to waive any informalities in the proposal(s) and to postpone, or cancel, the proposal opening date for cause or convenience.



## **I. Introduction and Purpose**

The City Manager, appointed by the City Council, appoints and directs all City employees and administrative officers. He/she also directs and supervises the administration and operations of all departments, offices and agencies of the City. The City employs approximately 1000 employees, with over three hundred of those residing in the sworn ranks of the Police and Fire Department. The city hires approximately 200 employees every year, which includes approximately 80 seasonal employees who are generally under the age of 18.

The City of Broken Arrow has two recognized employee unions, the Fraternal Order of Police (FOP), and the International Association of Firefighters (IAFF); all other employees fall under a general, executive or seasonal group. We are the fourth largest city in the state and is one of the fastest growing incorporated municipalities in Oklahoma. City departments include Streets & Stormwater, Parks and Recreation, Engineering & Construction, Community Development, Police, Fire, Utility Services, Solid Waste & Recycling, and several administrative departments.

The City of Broken Arrow is exploring options for a new or revised pre-employment background check service and partnership.

## **II. Instructions to Respondents**

- A. Responses must be received in a sealed envelope and clearly marked as “**RFP –Pre-Employment Background Check Services**” (one original and 4 copies) and must be received no later than 4:30pm on April 10<sup>th</sup>, 2025. Responses to this RFP received after this date and time will not be viewed.
- B. The envelope or container transmitting the proposals must be sealed, labeled and addressed as follows:

City of Broken Arrow, Human Resources

PO Box 610

Broken Arrow, OK 74013

**RFP –Pre-employment Background Check Services 25.145**

- C. **Four (4) copies** of each proposal must be submitted together with **one unbound original** (for reproduction by the City Staff) and **one .pdf version**. Any proposal not submitted in compliance with the instructions contained in this section and/or not containing the information requested by Section VI may be declared "non-responsive" and will not be considered.
- D. The City of Broken Arrow will accept proposals that meet the requirements in this request for proposal to provide pre-employment background check services as described herein.
- E. Any person, vendor, or corporation, able to meet the requirements of this RFP is invited to respond to this RFP. Proposals will be bound by the provisions contained in this

RFP for Pre-Employment Background Check Services 25.145



RFP, unless an amendment or deviation is formally approved and distributed by the City.

- E. This RFP represents in writing to all proposers the most comprehensive and definite statement that the City is able to make as to the requirements, terms, and conditions for this proposal process and needs for service. Information and understandings, verbal or written, which are not contained either in this RFP, or in subsequent written addenda to this RFP, will not be considered in evaluating proposals. Any conditions or expectations on the part of the proposer for performance by the City must be set forth in the proposal. The City is not obligated to consider the proposer's post submittal terms and conditions.
- F. The City of Broken Arrow reserves the right to amend this RFP at any time prior to the time for receipt of proposals. The City further reserves the right to cancel this RFP, in whole or in part, at any time whenever such an act is deemed in the best interest of the City.
- G. The City may request additions or modifications to any proposal as part of the negotiation process leading to the selection of a service provider. It is the intent of the City not to negotiate substantive portions of an applicant's proposal, but to rely on the information submitted in these proposals in awarding a contract.
- H. The City reserves the right to award the contract without further discussion on the proposals submitted. The City and its designees also reserve the right to reject and/or accept any and all proposals received or parts thereof. The City retains the right to waive any minor irregularities in any proposal submitted. The City may make such investigations it deems necessary to determine the ability of the proposer to provide/perform as sought by the City, and the proposer shall provide relevant information as requested.
- I. The City will not pay any costs incurred in preparing and submitting the proposal, or be required to contract for the services specified.
- J. Acceptance by the successful proposer of an award from this proposal indicates that the successful candidate is in no way currently an officer of the City of Broken Arrow or is indebted to the City of Broken Arrow. Indebtedness to any of the above shall be basis for non-award and/or cancellation of any award.
- K. Any questions concerning proposal results should be directed to Kelly Cox, Human Resources Director at 918-259-2400 x. 5342.
- L. Requests for clarification of any items, requirements or specifications contained herein must be received by the City, **IN WRITING**, no later than the close of business on March 25<sup>th</sup>, 2025. Upon receipt of a request for clarification, the City shall respond in writing no later than April 4<sup>th</sup>, 2025, and shall furnish a copy of said response to all prospective respondents who have obtained copies of the "Request for Proposals" if the response materially changes the RFP or is deemed significant. The procedure outlined above shall be followed in order to ensure competitive fairness by



providing all prospective respondents with the same information. Except when in the City's best interest, the names of prospective proposers will not be divulged. In order to be provided a copy of the clarification questions/answers, respondents must submit the acknowledgement form, located at the end of this RFP, signed by an authorized person. Failure of receipt of the acknowledgement form will exclude those individuals, businesses and firms from receiving a copy of the clarification questions/answers. Questions can be faxed (918-251-9210) or emailed ([kcox@brokenarrowok.gov](mailto:kcox@brokenarrowok.gov)). The City will not be held liable for faxes and/or emails not received.

- M. All proposals will be reviewed by a committee comprised of the Director of Human Resources, Talent Acquisition Coordinator, Assistant Human Resources Director, and HR Specialist.
- N. Proposals must be signed by a corporate officer authorized to commit the submitting vendor and shall remain in full force and effective for ninety (90) calendar days following the date of opening. Proposals may be withdrawn prior to opening only. Negligence on the part of the proposer shall not constitute a right to withdraw the proposal after it is opened.
- O. There is no guarantee of any minimum amount of services that may be requested during the term of the contract.

### **III. Schedule of Events**

The City of Broken Arrow will make efforts to adhere to the following schedule:

<b>Event</b>	<b>Date</b>
<b>RFP Release Date</b>	March 12, 2025
<b>Proposal Due Date</b>	April 14, 2025
<b>Proposal Reviews</b>	Week of April 14, 2025
<b>Anticipated Contract Award</b>	May 20, 2025

### **IV. Services Solicited**

- A. The city seeks to establish a contract for the following services:
  - a. National Criminal Searches – Conduct thorough searches across national databases to identify any criminal records.
  - b. County-Level Record Verification – Obtain and verify county records for all locations where the candidate has resided.
  - c. Criminal History Verification – Ensure accurate reporting of any past criminal offenses.
  - d. Employment History Verification – Confirm previous employment, including dates of service and job titles.



- e. Education Verification – Authenticate academic credentials, including degrees earned and institutions attended.
- f. Social Security Number & Date of Birth Validation – Verify identity through SSN and DOB checks.
- g. FCRA Compliance – Adhere to Fair Credit Reporting Act (FCRA) requirements, including providing legally required notices to applicants in cases of adverse findings.
- h. Timely and Accurate Reporting – Deliver results expeditiously while maintaining high standards of accuracy and compliance.

**Interested respondents shall complete and return the acknowledgement form upon receipt of this request for proposal.**

## **V. Proposal Submission Requirements and Response Format**

Respondents are responsible for preparing an effective, clear, and concise proposal. In order to be considered for selection, respondent must submit a complete response to this Request for Proposal that includes the following mandatory information and/or requirements in the following format. Failure to provide any of the information requested below may be cause for the proposal to be rejected.

- A. A Request for Proposal cover letter introducing the Business, Individual or Firm and the individual who will be the primary contact person. Proposals must be signed by a corporate officer authorized and shall remain in full force and effective for ninety (90) calendar days following the date of opening. Proposals may be withdrawn prior to opening only. Negligence on the part of the proposer shall not constitute a right to withdraw the proposal after it is opened.
- B. Background information including specific qualifications and recent experience must be included. Failure to provide this information may be cause for the proposal to be rejected:
  - a. Describe your organizational structure and explain how your organization qualifies to be responsive to the requirements of this RFP.
  - b. Describe how you ensure clients receive the highest service levels and compliance.
  - c. Describe experience providing recent similar services as required in this Request for Proposal.
  - d. Describe any unique tools or services your company provides and how you rise above your competitors.
  - e. Describe how your firm measures service quality.
  - f. References: Provide a list of at least four (4) clients for whom you have conducted business. Indicate the client organization name, contact person, phone number, and how long you have provided them services.



- g. Provide an overview of the cost and fee structure associated with your solution offerings.
  - h. Provide any fees/training/documentation costs, if any, which may be associated with your services.
  - i. Please list any service(s) that must be purchased separately.
  - j. Provide a detailed explanation of how your process works; through an online portal, paper submission, etc. and provide examples of your portal and/or available forms.
- C. In addition, provide clear and detailed responses to the General Questionnaire (Section IX).
- D. Submit four (4) originals and one (1) electronic copy of the proposal to the Human Resources Director of the City of Broken Arrow per the direction and address included on page one of this document. Responses must be received in a sealed envelope and clearly marked as “RFP- Pre-Employment Background Check Services 25.145”. Responses to this RFP must be received no later than 4:30pm on April 10<sup>th</sup>, 2025. Responses received after this date and time will not be viewed.
- E. The respondent is also verifying they have Commercial General Liability, Professional Liability, personal injury and property damage liability, contractual liability, independent consultant's liability, and automobile liability insurance from an A.M. Best Rated A+ insurer, with minimum combined liability limits of One Million Dollars (\$1,000,000) per occurrence, and a maximum deductible of One Thousand Dollars (\$1,000) per occurrence and that the City will be named as Additional Insured with all the appropriate endorsements.

## **VI. Selection Process**

Each proposal received will be evaluated and reviewed to determine if it meets the stated requirements in this Request for Proposal. The City’s purpose in soliciting proposals is to determine and select the best qualified firm with which to negotiate a contract at the best possible price. In order to accomplish this objective, the following evaluation criteria and procedure will be used:

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## **Evaluation Criteria**

	Points
<b>Overall Experience of Company &amp; Demonstrated Results</b> Our evaluation will include an assessment of the history of your company, your experience as it relates to the requirements within this RFP, evidence of past performance, quality and relevance of past work, references, and related items.	30
<b>Method and Ease of Submission and Turnaround Time</b> Our evaluation will include an assessment of the ease of the process/forms, the ease in which our internal team is able to submit information for the check to be conducted and its trackable status, and the days in which finalized results are submitted.	20
<b>Work Plan, Approach and Timing</b> Our evaluation of the effectiveness of your services and reports, approach to how employee and employer situations are handled and how quickly issues are addressed	30
<b>Cost Effectiveness</b> Effectiveness and efficiency of costs	20
Total	100

## **VII. General Information**

The City of Broken Arrow reserves the right to reject any or all proposals and will not be liable for any costs incurred by responding firms relating to the preparation and submittal of proposals, making of initial presentation to the City, negotiating a contract for services, or any other expense incurred by the respondent prior to the date of an executed contract. In addition, no respondent shall include any such expenses as part of the price proposed to conduct the scope of work for this project.

- A. Proposals must be valid for 90 calendar days beginning April 10th, 2025.
- B. The City reserves the right to expand or diminish the scope of the work subject to negotiation with the successful respondent.
- C. The City is not required to select the proposal that may indicate the lowest price or costs. The City expressly reserves the right to reject all proposals at its sole discretion and opinion, without indicating any reason(s) for such rejection. If all proposals are rejected, the City may or may not request additional proposals. The City may withdraw this RFP at any time without advance notice.
- D. The successful firm shall defend, indemnify, save and hold harmless the City of Broken Arrow, its officers, agents, and employees, from any demands, claims, suits, damages, or actions that may be brought by third persons on account of bodily injury or death; personal injury; damage to property or personal interest; or violation of any law, regulation or ordinance; where the third person's loss, demand, claim, suit, damages, or action arises in whole or part out of any negligent or other act or omission of the contracting agency or its officers, employees, and agents, while performing the services agreed to save and except those actions arising out of the sole negligence of the City.



- E. The successful firm shall submit appropriate evidence of required insurance coverages, licenses, or permits prior to the effectuation of any contract for services described herein, as required by the City.
- F. The successful firm shall not transfer the responsibility for any part of their contractual obligation without prior written approval of the City Manager of the City of Broken Arrow.
- G. The City reserves the right to terminate the agreement upon giving the successful firm 15 days written notice of termination.
- H. In the event it becomes necessary to revise any part of this Request for Proposal, an addendum will be provided in writing to all individuals, businesses and firms receiving the Request for Proposal from the City. The City reserves the right to terminate the agreement upon giving the successful firm 15 days written notice of termination.
- I. Inquiries to this Request for Proposal/Information should be addressed via email to:

Kelly Cox  
 Human Resources Director  
 City of Broken Arrow, OK  
 PO Box 610  
 Broken Arrow, OK 74013  
 918-259-2400 x.5342  
[kcox@brokenarrowok.gov](mailto:kcox@brokenarrowok.gov)

## **VIII. General Questionnaire**

- A. Does your organization have other municipal or government clients?
- B. Provide a count of your existing Municipal clients categorized by large, medium or small groups.
- C. Provide a count of your existing clients with greater than 500 employees.
- D. How many clients of similar size to us have you lost in the last three years? Explain.
- E. Provide the history of your firm.
- F. What aspects of your customer service are strongest?
- G. Describe the customer service our internal team would receive.
- H. Explain how you ensure FCRA compliance.
- I. Explain your national criminal search process.
- J. Explain the process of contacting individual counties to obtain records and any longer than usual wait times in specific counties.
- K. Explain how you go about verifying an individual's criminal record and ensuring accuracy.
- L. Explain your approach to employment verification.
- M. Explain your approach to educational verification.
- N. Confirm that you use Social Security number and DOB to confirm identity and run background checks.



- O. How do you ensure timely and accurate reporting?
- P. Explain the process of initiating a new pre-employment background check.
- Q. How does your firm stay current with state and federal regulations?
- R. Describe any other facets of your organization and your firm's experience that are relevant to this proposal which have not been previously described and that you feel warrant consideration.

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## IX. ACKNOWLEDGEMENT

ACKNOWLEDGEMENT OF THIS "REQUEST FOR PROPOSAL" (RFP) MUST BE RECEIVED BY THE CITY IN ORDER FOR YOU TO RECEIVE ADDENDUMS (i.e. Updates or changes to the packet).

PLEASE COMPLETE BELOW AND EMAIL TO [kcox@brokenarrowok.gov](mailto:kcox@brokenarrowok.gov) IMMEDIATELY UPON RECEIPT OF THIS PACKET so that you will receive any changes or updates as they occur. If we do not receive this form from you, any updates or changes that you do not receive are not the responsibility of the City.

ITEM/SERVICE SOUGHT BY "RFP": Pre-Employment Background Check Services 25.145

DATE RECEIVED: \_\_\_\_\_

RECIPIENT: \_\_\_\_\_ (NAME)

\_\_\_\_\_ (ADDRESS)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (PHONE)

\_\_\_\_\_ (FAX)

\_\_\_\_\_ (E-MAIL)

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
SIGNATURE





**Pre-Employment Background Check Services RFP 22.145-Questions & Answers**

- Q. What is the total number of National Backgrounds Screenings required monthly or annually under this program?***
- a. The City hires approximately 200 employees every year, which include approximately 80 seasonal employees who are generally under the age of 18. On average, we run approximately 12 pre-employment background checks per month.
- Q. How many background checks do you anticipate you will need annually?***
- a. Approximately 140 preemployment background checks per year.
- Q. For the employees under 18 years of age, will you be getting written consent from their legal guardian or parent before ordering the background check?***
- a. No preemployment background check will be required for those under 18 years of age.
- Q. Who is the current incumbent?***
- a. American Checked
- Q. What are some pain points that you have with the current background screening vendor?***
- a. We are performing our normal and periodic review of contracts.
- Q. Please clarify what you mean by “County-Level Record Verification.” Is this verifying address history, county criminal record search, or something else?***
- a. County-level record verification means county criminal record searches and pending matters particularly within the courts of specific counties. These searches provide a more detailed analysis of one’s criminal history within that geographic area. In some instances, these searches are required individually as some counties do not pull on general searches.
- Q. What is the standard scope of your criminal searches? eg. 7 years of history? 10 years of history?***
- a. The standard scope of criminal searches is lifetime. Our ordinance states: *The person has not pled guilty to, or been convicted of any felony, or any misdemeanor involving moral turpitude or which otherwise indicates unfitness for city employment.*
- Q. What is your scope for employment verification? eg. The last 2 employers or all employers from the past 7 years, etc.***
- a. The scope for employment verification is seven (7) years.
- Q. What is your scope for education verification? Eg. Highest degree earned or all degrees earned?***
- a. The scope for education verification is highest degree(s) earned.





# **Proposal for Pre-Employment Background Check Services**

## **RFP #25.145**

**Submitted by The Orsus Group**

**Prepared for:**

**City of Broken Arrow, Oklahoma**

**On Monday, April 14, 2025**

**POC: Will Montgomery**

The information in this document is proprietary and confidential and is intended for the use of The Orsus Group and its clients. Distribution or transmission of this document, in any form or by any means—graphic, electronic, or mechanical, including photocopying and recording to third parties is strictly prohibited without the permission of an authorized representative of The Orsus Group.





## Transmittal

April 14, 2025

**Kelly Cox**

Human Resources Director

City of Broken Arrow

P.O. Box 610

201 E. Commercial Street

Broken Arrow, OK 74013

**Subject: Proposal Submission – RFP #25.145, Pre-Employment Background Check Services**

Dear Ms. Cox,

On behalf of **The Orsus Group (TOG)**, I am pleased to submit our proposal in response to **RFP #25.145 for Pre-Employment Background Check Services**. As an **SBA 8(a) Certified** and **PBSA-Accredited** provider, TOG brings over **20 years of experience** delivering secure, accurate, and fully compliant background screening solutions to public-sector clients across the United States.

TOG's technology-forward, compliance-driven platform and our experienced support team will help the **City of Broken Arrow** streamline its hiring process while meeting all legal, regulatory, and operational expectations. Our proposal reflects a deep understanding of municipal hiring needs and includes the following:

- **Expedited Turnaround** – 91% of screenings completed within one business day, and 99% within 72 hours
- **Full Regulatory Compliance** – Alignment with FCRA, EEOC, SOC 2, and PBSA standards
- **Dedicated Support** – A single point of contact and an experienced account team for onboarding, training, and day-to-day assistance and support.
- **ATS Compatibility** – Built on an open API framework, TOG's platform integrates with leading ATS platforms, supporting real-time data transfer, applicant tracking, and batch or individual screening workflows.





This proposal represents a **binding offer** and shall remain valid for **ninety (90) calendar days** from submission under the terms outlined in the RFP. We have adhered to all proposal formatting and submission requirements and can provide any additional documentation or clarification as needed.

Thank you for the opportunity to be considered as the City's background screening partner. We look forward to serving the **City of Broken Arrow** and contributing to the success of your hiring goals.

Sincerely,

**Will Montgomery**  
President  
The Orsus Group  
+1 248-530-3685  
wmontgomery@theorsusgroup.com  
<http://www.theorsusgroup.com>





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# 1. Executive Summary

The Orsus Group (TOG) is pleased to submit this proposal in response to **RFP #25.145 for Pre-Employment Background Check Services for the City of Broken Arrow**. As an **SBA 8(a) certified** and **PBSA-accredited** background screening provider, TOG brings over **20 years of experience** delivering accurate, secure, and fully compliant screening solutions to municipalities, government agencies, and Fortune 5000 employers across the United States.

Founded with a **human resources-focused mindset**, TOG's mission is to simplify and elevate the background screening process through **regulatory integrity, innovative technology, and responsive client service**. Our approach is built on **speed, accuracy, and compliance**. With **91% of screenings completed within one business day**, TOG enables organizations like the City of Broken Arrow to confidently make timely, well-informed hiring decisions.

At the core of our service delivery are the **Orsus Gateway**, a secure, ADA-accessible candidate portal, and our **Orsus Platform**, a robust HR dashboard interface. They provide a seamless and transparent workflow from candidate initiation through report delivery. HR teams benefit from **real-time tracking, automated notifications, and secure document management**, while candidates enjoy a mobile-friendly, guided experience.

TOG's proposed services for the City include:

- **Comprehensive Screening Solutions:** Criminal history checks (local, state, federal), employment and education verifications, license and credential validation, driving record (MVR) checks, SSN trace, drug screening coordination, credit checks (for designated roles), and watchlist monitoring.
- **Secure and Compliant Technology:** Web-based platform aligned with **FCRA, EEOC, SOC 2, and PBSA** standards, supported by audit-ready documentation and role-based access controls.
- **Dedicated Client Support:** A named **Client Relationship Manager** and a responsive support team will guide implementation, training, and long-term service, ensuring alignment with City-specific policies and workflows.





- **ATS Integration Support:** API-based compatibility with modern applicant tracking systems to automate initiation, reduce manual data entry, and maintain end-to-end visibility.

TOG's **HR-centric experience, regulatory fluency, and service-focused technology** position us as a trusted partner to support the City's workforce strategy and compliance requirements.

## 1.1. Corporate Background and Experience

The Orsus Group, founded in 2004 by **Will Montgomery and Michael Peterson**, is a nationally recognized provider of human resource risk mitigation and background screening solutions. With **over 70 years of combined leadership experience**, our founders built TOG to deliver tailored, compliant, and scalable screening programs that meet the evolving needs of public sector agencies, municipalities, school systems, and large commercial organizations.

Our client base spans many industries—**staffing, education, public service, finance, non-profit, automotive, healthcare, and manufacturing**—demonstrating our ability to accurately, efficiently, and accountable support complex and diverse hiring environments.

“Orsus,” derived from Latin, means *a beginning or an undertaking*. This philosophy continues to guide our mission: to help organizations start strong by making informed hiring decisions through a **technology-forward, compliance-driven, and service-centered approach**.

TOG works closely with each client to align services with their **regulatory requirements, organizational policies, and operational goals**, ensuring that every screening solution is custom-configured for success.

### 1.1.1. Industry Engagement

As a proud member of the Professional Background Screening Association (PBSA), TOG adheres to the highest industry standards and maintains full compliance with state and federal regulations, including the Fair Credit Reporting Act (FCRA), Equal Employment Opportunity Commission (EEOC) guidelines, and the Family Education Rights and Privacy Act (FERPA). Our comprehensive approach ensures that our clients receive legally compliant,





accurate, and efficient background screening services that mitigate hiring risks while maintaining data security and privacy.

**One hundred percent (100%) of our operations are carried out within the United States**, and none of our clients' data will ever be transmitted, processed, or stored offshore.

### **1.1.2. Client Experience and Retention**

The Orsus Group has decades of experience serving Fortune 5000 companies, public sector agencies, municipalities, school districts, and brand-recognized sports media entities that require highly specialized and complex background screening solutions.

Many clients rely on us for their most complex and high-risk screening requirements due to our flexibility and expertise in challenging hiring landscapes.

### **1.1.3. Commitment to Excellence**

The founders of TOG previously managed background screening processes as customers, giving us first-hand insight into human resources departments' frustrations—such as delays, inaccuracies, and poor customer service. Our company was created to eliminate these challenges by delivering a Best-in-Class, consultative background screening experience that is efficient, accurate, and customer-focused.

Since our founding, we have continued to expand our market share by leveraging cutting-edge technology, proactive customer engagement, and a commitment to quality service. Our emphasis on continuous improvement ensures that we meet and exceed our client's expectations while providing a seamless and transparent background screening process for our clients.





## 2. Technical Proposal

TOG will deliver **comprehensive, secure, and fully compliant background screening services** to support the **City of Broken Arrow's** hiring and workforce risk management processes. TOG's solution aligns with the City's pre-employment requirements as outlined in RFP #25.145 and will ensure accuracy, compliance, and efficiency throughout each step of the screening lifecycle.

TOG's services include, but are not limited to:

- **National Criminal Searches** - Thorough searches across national databases to identify any criminal records.
- **County-Level Record Verification** - Verified county records for all locations where the candidate has previously resided.
- **Criminal History Verification** - Accurate reporting of any past criminal offenses.
- **Employment History Verification** - Confirmed previous employment, including dates of service and job titles.
- **Education Verification** - Authenticated academic credentials, including degrees earned and institutions attended.
- **Social Security Number & Date of Birth Validation** - Verified identity through SSN and DoB Checks
- **FCRA Compliance** - Adherence to Fair Credit Reporting Act (FCRA) requirements including providing legally required notices to applicants in cases of adverse findings.
- **Timely and Accurate Reporting** - Deliver results while maintaining high standards of accuracy and compliance.

All screenings are conducted through TOG's **secure, web-based Orsus Platform and Orsus Gateway**, providing the City's Human Resources team with:

- **Rapid turnaround times** (91% completed within 1 business day)
- **Digital form submission and electronic consent workflows**
- **Real-time status tracking, system alerts, and automated notifications**
- **Full compliance with FCRA, EEOC, and applicable local, state, and federal laws**





Completed reports and supporting documentation will be delivered directly and securely to the City of Broken Arrow Human Resources Department, with configurable adjudication tools and audit-ready archives to support internal compliance and review processes.

## 2.1. Background Check Screening Components

TOG will provide the City with a complete, compliant, and efficient suite of background screening services. Our advanced screening and reporting, guided by rigorous compliance standards, will enable the City to confidently and quickly assess candidates for employment.

The following section provides a **point-by-point response** to the scope of services outlined in **RFP Section IV**:

Criminal History Checks (Local, State, National, and Federal)
<p>TOG conducts criminal record searches across all relevant jurisdictions based on the candidate's address history. This includes:</p> <ul style="list-style-type: none"><li>• <b>County-level</b> searches for felonies and misdemeanors</li><li>• <b>State repositories</b>, where available</li><li>• <b>National criminal database</b> for multistate offenses</li><li>• <b>Federal district court searches</b> for white-collar and federal crimes.</li></ul> <p>All records are verified at the primary source, and results are reported in compliance with the <b>Fair Credit Reporting Act (FCRA)</b> and applicable state regulations.</p>
Sex Offender Registry Search
<p>TOG provides a comprehensive search of the <b>National Sex Offender Registry</b> and state-level databases to identify individuals listed in sex offender registries. This includes alias and address history matching to ensure thoroughness.</p>





### **Employment Verification**

We verify up to seven (7) years of employment history, including job titles, dates of employment, and reasons for separation when available. Verifications are conducted directly with employers or authorized agents.

### **Education and Credential Verification**

TOG verifies academic records (diplomas, degrees, certifications) with issuing institutions to confirm legitimacy and completion status. Professional license verifications are also available for positions requiring regulated credentials.

### **Social Security Number (SSN) Trace**

TOG conducts SSN Trace (Verification) to verify names to match and identify jurisdictions associated with a candidate's historical residence. This helps inform jurisdictional criminal record coverage and ensures proper identity validation.

### **Driving Record (MVR) Checks**

Motor Vehicle Record (MVR) checks are performed through each state's Department of Motor Vehicles, with return times and access based on jurisdiction. These checks validate:

- License status and class
- Traffic violations
- DUI or reckless driving history
- Restrictions or suspensions

MVR services support roles where driving is a job requirement or conditional to employment eligibility.

### **FCRA Compliance**





TOG (The Orsus Group) maintains full compliance with the **Fair Credit Reporting Act (FCRA)** and all applicable federal and state regulations related to pre-employment background screening. Our procedures are designed to protect applicant rights while supporting our clients' compliance responsibilities.

In cases where potentially adverse information is identified in a background check report, TOG follows the mandated **two-step Adverse Action process**:

1. **Pre-Adverse Action Notice**

TOG generates and delivers a **Pre-Adverse Action notice** to the applicant, which includes:

- A copy of the background check report
- A summary of the applicant's rights under the FCRA
- TOG's contact information for disputes or clarifications

2. **Waiting Period**

A **minimum five-business-day waiting period** is observed (or longer, per client policy) to allow the applicant time to dispute or provide clarification regarding the reported information.

3. **Final Adverse Action Notice**

If no dispute is received or if the client chooses to proceed with adverse action, TOG then issues the **Final Adverse Action notice**, completing the FCRA-mandated notification process.

All notices are sent **electronically (via email)** when available or by **postal mail** if email is not provided. TOG's platform tracks delivery, receipt status, and compliance timelines for audit readiness.

These procedures are handled in strict adherence to FCRA guidelines and supported by TOG's **PBSA-certified compliance team** to ensure that both the applicant and client remain protected throughout the hiring process.

## **Timely and Accurate Reporting**

TOG is committed to delivering background screening results that are both timely and accurate, enabling clients to make informed hiring decisions without unnecessary delays.

- **Timeliness:**

TOG's streamlined digital workflows and national network of data providers enable us to complete 91% of reports within one business day and 99% within 72 hours, depending on jurisdictional response times. Real-time tracking and automated alerts keep clients informed of report status throughout the screening lifecycle.





- **Accuracy:**  
Every report undergoes a multi-tiered quality assurance process. TOG follows a minimum two-identifier match standard (e.g., full name + date of birth or SSN) before reporting any adverse findings, and a third identifier is required for common names to avoid false positives. All public records are verified at the source of record to ensure legal defensibility and compliance with the Fair Credit Reporting Act (FCRA).
- **Transparency:**  
Clients have full access to status dashboards, adjudication tools, and audit trails via the TOG Platform. In the event of discrepancies, our compliance team performs enhanced record reviews and communicates directly with courts or candidates as needed to validate results.

This commitment to speed, accuracy, and compliance ensures that the City of Broken Arrow receives background check results it can trust—on time and with confidence.

### 2.1.1. Orsus Gateway – Secure Candidate Portal

All candidates access the **Orsus Gateway**, a secure portal that can be accessed from any device, including desktop web browsers and mobile devices for:

- Disclosure and Authorization (D&A) form completion
- PII submission with AES-256 encryption
- Uploading of supporting documents
- Real-time status tracking
- ADA-compliant accessibility features

### 2.1.2. ATS Integration

TOG supports **API-based integration** with leading Applicant Tracking Systems (ATS), enabling automated candidate referrals, status synchronization, and background check initiation from within our clients' HR platforms.

### 2.1.3. Turnaround Time Metrics

Our average turnaround time is:

- **91%** of background checks are completed within **1 business day**
- **99%** completed within **72 hours**





Clients receive automated alerts when a report is complete or delayed due to third-party verification (e.g., employer responsiveness or court closures).

#### 2.1.4. Adverse Action Procedures

TOG manages the FCRA-compliant **Pre-Adverse and Adverse Action process**, including:

- Pre-adverse notice delivery
- Waiting period tracking (typically 5–7 business days)
- Final adverse notice issuance with report copy and Summary of Rights
- Audit trail documentation stored within the platform

#### 2.1.5. Candidate Dispute Process

If a candidate disputes the accuracy of information:

- TOG promptly initiates a **reinvestigation**
- Confirms the disputed data with sources
- Updates the report and provides revised findings to the City

Candidates may submit disputes through the Orsus Gateway or via TOG's dedicated compliance hotline or email.

TOG uses a **fully digital, secure, and FCRA-compliant workflow** to manage every step of the background screening process—ensuring efficient communication between **applicants** and the **City of Broken Arrow's Human Resources Department**. Our technology is designed to streamline applicant interaction, automate compliance tasks, and give City HR staff complete visibility into status and outcomes in real time.

### 2.2. System Capabilities

TOG offers a secure, configurable, and web-based background screening Orsus Platform designed to meet municipal clients' operational, compliance, and transparency requirements like the City of Broken Arrow. Our platform combines user-friendly design with powerful administrative tools that enable HR teams to manage and monitor the entire screening lifecycle from initiation through adjudication.





With human resources workflows in mind, the TOG Platform empowers the City's Human Resources Department to operate efficiently, confidently, and with complete legal compliance.

### 2.2.1. Key System Capabilities

The TOG Platform is fully **mobile-responsive**, **ADA-compliant**, and **accessible through any modern web browser**—allowing City HR staff to initiate, manage, and review screenings from any location with secure access. We provide:

- **Customizable Screening Packages** - Screening bundles can be configured to meet the City's position-specific requirements and risk levels (e.g., public safety, administrative, finance).
- **Candidate Management Dashboard** - A centralized view provides HR users real-time progress tracking, candidate filtering, audit logs, and customizable reporting views.
- **Electronic Document Upload & E-Signature** - Candidates securely upload required documents and digitally sign Disclosure & Authorization forms. All data is encrypted in transit and at rest.
- **FCRA Compliance Tools** - Pre-adverse and Adverse Action notices are automatically generated and delivered via the platform in adherence to FCRA and EEOC regulations.
- **Real-Time Status Monitoring** - Visual indicators display the live status of each screening component (e.g., pending, completed, delayed) to eliminate guesswork and bottlenecks.
- **Automated Alerts & Bulletins** - System notifications inform users of delayed completion, such as court closures, verification delays, or jurisdictional changes affecting turnaround time.
- **Role-Based Access Controls** - User role and department can customize access to system features and candidate information to support internal security protocols.

### 2.3. Integration with Applicant Tracking Systems (ATS)

TOG's [optional] open API framework enables seamless integration with most modern ATS and HRIS platforms. Integration features include:

- Automated background check initiation upon candidate submission





- Bi-directional status syncing between systems
- Auto-populated candidate data fields to eliminate manual entry
- Support for both real-time API and batch upload environments

Our technical team will coordinate directly with the City's IT and HR departments to ensure compatibility, test connectivity, and train users post-integration.

## 2.4. Client Access & Reporting

TOG provides the City with real-time status reporting access to all background screening activity through our web-based platform. Authorized Human Resources personnel will be assigned individual login credentials with defined permission levels, ensuring role-based access to reports, candidate status updates, and workflow management tools.

The platform offers full visibility into the progress of each background check and includes robust tools to support decision-making, compliance, and documentation retention.

### Key Access & Reporting Features

- **Permission-Based Access** - Access levels are customizable by user role (e.g., HR manager, department reviewer), ensuring data privacy and security across City departments.
- **Automated Notifications** - Email and in-platform alerts notify users immediately when a report is completed, delayed, or requires additional input.
- **Customizable Reports** - HR staff can generate **standard or customized reports** to support internal metrics, audit preparation, or policy reviews. Reports can be scheduled or exported in real-time.
- **Secure Communication** - Through the TOG platform, HR staff may **send inquiries to TOG staff**.

All data is stored following **FCRA record retention guidelines**, and the platform maintains full audit logs for each screening file to support compliance, dispute resolution, and internal review.





## 2.5. The Orsus Gateway – The Candidate Experience

The **Orsus Gateway** is TOG's secure, mobile-responsive portal built to streamline and enhance the **candidate experience** during the background screening process. It allows applicants to submit their **Personally Identifiable Information (PII)**, sign required documents electronically, and track their background check status in real-time—ensuring both compliance and convenience.

The Orsus Gateway was designed with hiring transparency and data protection in mind. It provides a seamless and intuitive experience that supports the City's hiring and onboarding efforts.

### 2.5.1. Key Orsus Gateway Features

- **Secure Access** - Candidates receive individualized, time-sensitive login credentials via **email and/or SMS**, enabling encrypted access to the portal.
- **Electronic Consent** - Candidates digitally sign **Disclosure and Authorization** forms in full compliance with **FCRA** and **City policies**. Electronic consent is stored and accessible for audit and reporting purposes.
- **Document Upload** - The portal supports **securely uploading supplemental documents** (e.g., proof of identity, licenses, diplomas), ensuring quick submission and centralized data access.
- **Real-Time Status Monitoring** - Candidates can view the live status of each background screening component, improving communication and reducing inquiries to HR.
- **Error Reporting & Resolution Tools** - Applicants can flag potential inaccuracies, request clarifications, or submit updates directly through the portal, triggering a secure notification to TOG's compliance team.
- **Customizable Candidate Instructions** - TOG customizes applicant-facing instructions to reflect the **City of Broken Arrow's** internal points of contact, communication timelines, and documentation requirements.





## 2.6. Implementation Timeline & Training Plan

TOG follows a structured, client-centered onboarding process that ensures a smooth and timely transition for the City's Human Resources team. Our method minimizes administrative disruption while ensuring compliance with local, state, and federal employment screening requirements.

### 2.6.1. TOG's New Client Onboarding Process

Our onboarding process consists of four core phases: **Planning, Configuration, Quality Assurance, and Launch.**

- **Planning & Discovery** - TOG begins with a discovery session to assess the City's current screening policies, discuss preferred workflows, and define service package configurations. We also review any reporting, invoicing, or integration requirements affecting implementation.
- **Configuration & Customization** - TOG configures the City's background screening account based on agreed-upon service levels, adjudication preferences, department-based billing (if applicable), and candidate communications. If integration with the City's ATS or HRIS is requested, the configuration process will also include coordination with TOG's technical team.
- **Quality Assurance & Internal Testing** - Test background checks are executed to ensure system alignment, data accuracy, and seamless communication between platforms. This phase includes data validation and audit trail confirmation.
- **Launch & Initial Support** - Once setup and testing are complete, TOG activates the City's account, and background checks may begin. Our team remains closely engaged during the initial rollout phase and provides performance reviews and configuration adjustments as needed.

### 2.6.2. Typical onboarding timeline:

- 3–5 business days for full activation after receipt of completed onboarding documentation
- Up to 10–14 business days for drug testing or credit reporting services regulatory process and approval completion (due to third-party credentialing requirements).





### 2.6.3. New Account Provisioning

TOG assigns a **dedicated Client Relationship Manager (CRM)** to oversee implementation, training, and service delivery. Your CRM will serve as a single point of contact throughout the partnership.

During the discovery and setup phase, your CRM will:

- Confirm selected screening packages and user permissions
- Configure department-level billing or invoice routing (if needed)
- Coordinate system integration with your ATS or HRIS (if applicable)
- Establish internal reporting formats and approval workflows.

Upon completion of account setup, TOG will deliver a **Welcome Packet** containing:

- Key contact directory for TOG's support team
- Compliance documentation and audit readiness tools
- Quick-start user guides and platform resources
- Fully executed Client Service Agreement (CSA)

### 2.6.4. Training Plan

TOG offers live, customized training sessions led by your assigned CRM. Training is scheduled according to the City's preferences and conducted virtually (via Microsoft Teams).

#### **Training Format**

- Standard session length: **60 minutes**
  - 30 minutes: Guided walkthrough of TOG platform
  - 30 minutes: Open Q&A and use case scenarios

#### **Core Training Topics Include**

- Navigating the Orsus Platform and Orsus Gateway
- Initiating background checks and reviewing results
- Understanding FCRA, EEOC, and Adverse Action Compliance
- Managing candidate communication and documentation





- Accessing reports, dashboards, and audit logs

Refresher sessions, onboarding for new HR users, and advanced training on platform features are available **at no additional cost** throughout the contract term.

## 2.7. TOG Qualifications

TOG is a Minority-Owned, SBA 8(a) Certified small business with over 20 years of experience delivering secure, scalable, and fully compliant background screening services to public agencies, school systems, and Fortune 1000 employers.

### 2.7.1. Certifications & Licenses

- SOC 2 Type II Compliant – Audited for data security, integrity, and privacy
- PBSA Accredited – Recognized for excellence in consumer reporting
- Licensed Private Investigator – Certified in Michigan and Ohio
- Advanced FCRA Certified – Key staff maintain PBSA Advanced FCRA credentials
- SBA 8(a) Program Participant – Certified through 2027
- Minority Business Enterprise (MBE) – Certified by MMSDC/NMSDC

### 2.7.2. Industry Recognition

- MMSDC & NMSDC Supplier of the Year – Winner and Finalist (multiple years)
- Kelly Services Supplier Excellence Award
- Recognized nationally for service innovation, regulatory expertise, and client retention

### 2.7.3. Compliance Practices

TOG maintains a rigorous internal compliance program that includes:

- Quarterly internal audits
- Policy reviews aligned with FCRA, EEOC, and state privacy regulations
- Systematic documentation and training enforcement



## 2.7.4. Ongoing Training and Certification

All TOG team members participate in structured compliance training to uphold the highest industry standards:

- Annual FCRA Training – Required for all personnel
- Quarterly Compliance & Security Training
- PBSA Advanced FCRA Certification – Maintained bi-annually by managers
- PBSA Accreditation Review – Every five (5) years
- PBSA Surveillance Audit – Every 2–3 years

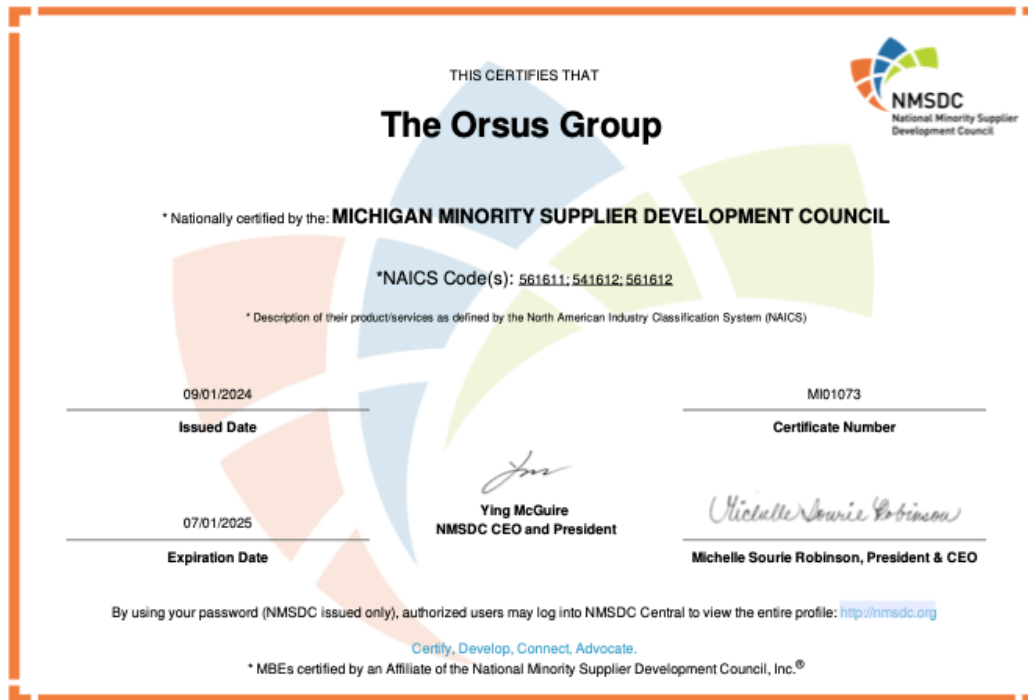
### PBSA Accreditation Certificate







## Michigan Minority Supplier Development Council



## 2.8. Data Security & Compliance

TOG (The Orsus Group) maintains a robust information security and compliance framework designed to protect client and candidate data's integrity, confidentiality, and availability. Our systems are built to meet the rigorous expectations of public-sector clients and ensure complete alignment with state and federal regulatory standards.

### 2.8.1. Encryption & Data Protection

TOG utilizes **AES-256 encryption** for data at rest and **256-bit SSL encryption** for data in transit. All Personally Identifiable Information (PII), including candidate background reports, authorization forms, and supporting documents, is securely stored within a private cloud infrastructure in compliance with U.S. data residency laws.

Access to sensitive data is strictly limited based on **role-based permissions**, and all user interactions with the platform are logged and auditable. Our systems





are hosted in secure, redundant environments with continuous monitoring and automated alerts for suspicious activity.

### 2.8.2. SOC 2 Type II Compliance

TOG is **SOC 2 Type II compliant**, having undergone third-party audits that validate the strength and consistency of our **security, availability, processing integrity, confidentiality, and privacy controls**. This ensures that our operational practices meet the highest data protection and reporting accuracy standards.

### 2.8.3. Regulatory Compliance

Our services are developed and delivered in full compliance with all applicable employment screening regulations, including:

- The **Fair Credit Reporting Act (FCRA)**
- The **Equal Employment Opportunity Commission (EEOC)** guidelines
- Applicable state-level background screening and privacy laws

TOG also ensures that all required consumer disclosures, authorizations, and adverse action notices are issued following state and federal requirements and are available for audit through our secure platform.

### Access Controls & Audit Trails

- All user access is governed by **multi-factor authentication (MFA)** and **permission-based role management**.
- Candidate data is segregated and encrypted within isolated environments
- Full **audit trails** are retained for all report activity, communications, and system interactions

By embedding security and compliance throughout our platform and operations, TOG enables the **City of Broken Arrow** to meet its workforce risk management goals with confidence and transparency.



## 2.9. TOG Response to Broken Arrow Questionnaire

Does your organization have other municipal or government clients?	<p>Yes. TOG has experience supporting municipal and government entities both directly and indirectly. In addition to working with numerous <b>cities, counties, and special districts</b> through partnerships with staffing agencies providing temporary and contract personnel, TOG has directly served many public-sector clients.</p> <p>Recent examples of government and municipal clients include:</p> <ul style="list-style-type: none"> <li>• <b>Savannah River Nuclear Solutions</b></li> <li>• <b>Traverse City, Michigan</b></li> <li>• <b>Trumbull County, Ohio</b></li> <li>• <b>Mahoning County, Ohio</b></li> <li>• <b>Stark County, Ohio</b></li> </ul> <p>Our experience with government clients spans a variety of functions, including public safety, administrative services, education, and health departments—demonstrating TOG's flexibility and deep understanding of public-sector compliance and operational needs.</p>
Provide a count of your Municipal clients categorized by large, medium, or small groups.	<p>Large - 20%</p> <p>Medium - 60%</p> <p>Small - 20%</p>
Provide a count of your existing clients with greater than 500 employees.	Over 250
How many clients of similar size to us have you lost in the last three years? Explain.	Zero
Provide the history of your firm.	See section 2.1
What aspects of your customer service are strongest?	TOG (The Orsus Group) takes pride in delivering a high-touch, client-focused service model that prioritizes responsiveness, accountability, and subject matter expertise. Key strengths of



	<p>our customer service approach include:</p> <ol style="list-style-type: none"> <li>1. <b>Client-Centric Model</b> - We do not operate a call center. Instead, each client is supported by a dedicated team that offers personalized service and deep familiarity with their account.</li> <li>2. <b>U.S.-Based Operations</b> - All background screening processes are conducted domestically. TOG does not offshore or outsource any part of our service delivery, ensuring quality control and data security.</li> <li>3. <b>Cross-Trained Specialists</b> - Our background screening specialists are cross-trained across all client accounts, allowing for seamless support and continuity, even during peak periods or staff transitions.</li> <li>4. <b>Certified Expertise</b> - All Team Leads and Client Relationship Managers are <b>FCRA-certified</b> through the <b>Professional Background Screening Association (PBSA)</b>, ensuring regulatory accuracy in every interaction.</li> <li>5. <b>Rapid Response Time</b> - TOG maintains an <b>average client response time of under two hours</b>, providing timely resolution to inquiries and support requests.</li> </ol> <p>This service model allows TOG to build long-term client relationships based on trust, consistency, and performance.</p>
Describe the customer service our internal team would receive.	<p>The City of Broken Arrow will receive dedicated, personalized support through a <b>Client Relationship Manager (CRM)</b> who will serve as your primary point of contact throughout implementation and ongoing service. In addition to the CRM, you will be supported by a <b>cross-functional team</b> trained on the City's specific requirements to ensure consistency, accuracy, and responsiveness.</p> <p>This team-based approach allows TOG to deliver timely assistance, customized guidance, and seamless service continuity. Our structure ensures that every support team member understands your screening policies, workflows, and preferred communication channels.</p> <p>Please refer to <b>Section 3.9 – TOG Proposed Project Team for additional details on our client support structure.</b></p>
Explain how you ensure FCRA compliance.	<p>TOG maintains a proactive, multi-layered approach to <b>Fair Credit Reporting Act (FCRA)</b> compliance through structured</p>



	<p>training, continuous education, expert consultation, and rigorous internal audits.</p> <p>Key elements of our compliance program include:</p> <ul style="list-style-type: none"> <li>• <b>Quarterly Staff Training</b></li> <li>• <b>Annual PBSA Conference Attendance</b></li> <li>• <b>Advanced FCRA Certification</b></li> <li>• <b>External Legal Consultation</b></li> <li>• <b>Internal Audits &amp; Monitoring</b></li> </ul> <p>For specific details on our recurring training and audit schedule, please refer to <b>Section 3.7.4</b>.</p>
<p>Explain your national criminal search process.</p>	<p>TOG conducts a <b>National Criminal Database Search</b> using a robust, continuously updated database that aggregates more than <b>400 million records</b> from various sources across the United States. This includes data from:</p> <ul style="list-style-type: none"> <li>• County, state, and federal criminal courts (as available)</li> <li>• Department of Corrections records</li> <li>• Administrative Office of the Courts (AOC)</li> <li>• The <b>National Sex Offender Registry</b></li> <li>• The <b>FBI's Most Wanted List</b></li> <li>• The <b>FBI's Most Wanted Fugitive List</b></li> <li>• Additional public and proprietary watchlists</li> </ul> <p>While this national search is a powerful tool for identifying potential criminal history across jurisdictions, <b>it is not used alone to make employment decisions</b>. Following the <b>Fair Credit Reporting Act (FCRA)</b>, any record located through the national database is <b>verified through a direct county-level search</b> at the source of the record before inclusion in the final background report. This ensures <b>accuracy, legal compliance, and fair treatment of candidates</b>.</p> <p>TOG's layered approach allows for <b>broad coverage</b> while maintaining the <b>precision and verification standards</b> that the law requires.</p> <p>For a complete overview of background check components, see <b>Section 3.1</b></p>



<p>Explain the process of contacting individual counties to obtain records and any longer than usual wait times in specific counties.</p>	<p>TOG obtains <b>county-level criminal records</b> through a vetted <b>national network of professional court researchers</b>, utilizing various methods depending on each jurisdiction's access protocols. These methods include:</p> <ul style="list-style-type: none"> <li>• <b>Direct digital access</b> to county court record systems (where available)</li> <li>• <b>On-site courthouse visits</b> to use public access terminals.</li> <li>• <b>Clerk-assisted searches</b>, where a researcher works directly with courthouse staff to locate relevant records.</li> </ul> <p>Searches are conducted using <b>first name, last name, and date of birth</b>, with additional identifiers such as <b>middle name</b> or <b>Social Security Number</b> (when available) to confirm or narrow record matches. TOG reports <b>all legally reportable felony and misdemeanor convictions</b> in accordance with the <b>Fair Credit Reporting Act (FCRA)</b> and applicable state laws.</p> <p>At this time, TOG is not experiencing any known access delays or turnaround issues with <b>counties in Oklahoma</b>. However, some jurisdictions nationally may experience longer-than-usual processing times due to <b>court staffing limitations, manual-only records, or temporary closures</b>. When such delays occur, TOG proactively notifies clients through our platform and tracks progress in real-time.</p> <p>TOG completes 91% of our reporting orders within 1 business day. 99% are completed within 3 business days.</p>
<p>Explain how you go about verifying an individual's criminal record and ensuring accuracy.</p>	<p>TOG (The Orsus Group) follows strict verification protocols to ensure the <b>accuracy, integrity, and compliance</b> of all criminal record information reported.</p> <p><b>Criminal Record Reporting</b></p> <p>TOG reports <b>misdemeanor and felony convictions</b> based on the jurisdiction and the search scope requested by the client. Convictions are only reported if the <b>disposition date</b> or known <b>incarceration release date</b> falls within the reporting window authorized by law and ordered by the City of Broken Arrow.</p> <p><b>Identity Matching &amp; Accuracy Protocol</b></p>



	<p>To ensure <b>maximum possible accuracy</b>, TOG requires a minimum of <b>two identifiers</b> to confirm a match between a criminal record and the candidate:</p> <ol style="list-style-type: none"> <li>1. <b>Primary Identifier:</b> Full name (first, last, and middle name or initial when available)</li> <li>2. <b>Secondary Identifier(s):</b> Date of birth (full DOB), Social Security Number (when legally permissible), Driver's license number, Current or previous address, Passport or government-issued ID number, Other partial identifiers to support record validation</li> </ol> <p>In cases where a candidate has a <b>common name</b> (as defined using U.S. Census data), a <b>third identifier</b> is required to confirm the match and prevent misattribution.</p> <p>Each background report indicates which identifiers were used to validate any record included.</p> <p><b>Database Record Verification</b></p> <p>TOG does not report adverse information from any <b>non-government-maintained criminal database</b> without first verifying the data at the <b>primary source of record</b>—typically the county or state court of jurisdiction. National criminal databases are used strictly as <b>pointer tools</b> and any potential findings are validated with official court records before being included in the report.</p> <p><b>FCRA Section 613 Compliance</b></p> <p>Following <b>FCRA Section 613</b>, if TOG includes public record information in a report that could negatively impact a candidate, we send a <b>notice to the consumer (613 Notice)</b>. This communication informs the individual of the finding and provides TOG's contact information if the candidate wishes to dispute the accuracy of the information. Notices are sent via <b>email</b> or <b>postal mail</b> if an email address is unavailable.</p> <p>For more on dispute handling and candidate communication, see <b>Section 3.1.13 – Candidate Dispute Process</b></p>
Explain your approach to employment	TOG (The Orsus Group) employs a <b>structured, persistent, and</b>



<p>verification.</p>	<p><b>compliance-driven approach</b> to employment verification designed to ensure accuracy and reliability while minimizing turnaround times.</p> <p>Each verification is assigned to a <b>dedicated Background Screening Specialist</b> who thoroughly reviews the candidate's submission for completeness and conducts initial research to locate the most accurate and direct contact for verification. We initiate contact with the employer through a combination of voice calls, email, and fax outreach.</p> <p><b>Standard Verification Protocol:</b></p> <ul style="list-style-type: none"> <li>• Up to <b>five contact attempts</b> are made per employer, including: <ul style="list-style-type: none"> <li>○ Voicemail messages</li> <li>○ Email requests</li> <li>○ Alternate contact methods when available</li> </ul> </li> <li>• <b>After three unsuccessful attempts</b>, the candidate is contacted to request additional or corrected contact details.</li> <li>• Two <b>final outreach attempts</b> are made using the updated information provided by the candidate.</li> </ul> <p>Our goal is to confirm the following, based on the client's requirements and what the employer is legally permitted to disclose:</p> <ul style="list-style-type: none"> <li>• <b>Employment dates (start and end)</b></li> <li>• <b>Job title(s)</b></li> <li>• <b>Salary information</b> (if authorized)</li> <li>• <b>Reason for separation</b> (if available)</li> </ul> <p>This methodical and candidate-assisted process ensures that each employment verification is as <b>thorough, accurate, and timely</b> as possible, while maintaining compliance with the <b>Fair Credit Reporting Act (FCRA)</b> and all relevant privacy regulations.</p>
<p>Explain your approach to educational verification.</p>	<p>TOG (The Orsus Group) conducts educational verifications using a <b>methodical, persistent, and compliance-focused process</b> tailored to the type of institution and academic credential being verified.</p> <p>Each request is reviewed by a <b>Background Screening Specialist</b>,</p>



	<p>who evaluates the information submitted by the candidate and conducts preliminary research to identify the most accurate point of contact or verification method—whether through direct institutional contact, authorized third-party clearinghouses (e.g., National Student Clearinghouse), or online registries.</p> <p><b>Verification Process Overview:</b></p> <ul style="list-style-type: none"> <li>• <b>Daily outreach attempts</b> are made for up to <b>five (5) business days</b> to confirm: <ul style="list-style-type: none"> <li>○ <b>Attendance dates</b> (when available)</li> <li>○ <b>Degree(s) earned</b></li> <li>○ <b>Major or field of study</b></li> <li>○ <b>Graduation or completion date</b></li> </ul> </li> <li>• Each contact attempt may include: <ul style="list-style-type: none"> <li>○ Speaking directly with school officials</li> <li>○ Leaving voicemails or messages</li> <li>○ Sending follow-up emails</li> </ul> </li> <li>• The candidate is contacted to confirm or supplement the information if verification cannot be obtained after three outreach attempts.</li> <li>• TOG then makes <b>two final verification attempts</b> using any new or corrected details.</li> </ul> <p>This structured and proactive approach ensures <b>accurate and timely verification</b> of a candidate's academic background in full compliance with the <b>Fair Credit Reporting Act (FCRA)</b> and applicable privacy standards.</p>
<p>Confirm that you use the Social Security number and DOB to confirm identity and run background checks.</p>	<p>Yes. TOG requires both the <b>Social Security Number (SSN)</b> and <b>Date of Birth (DOB)</b> to initiate and process a background screening. This information is securely collected through our platform via <b>client input</b> or <b>direct candidate self-entry</b> through the Orsus Gateway.</p> <p>SSN and DOB are used to:</p> <ul style="list-style-type: none"> <li>• <b>Confirm the candidate's identity</b></li> <li>• <b>Conduct SSN trace and address history checks</b></li> <li>• <b>Ensure accurate record matching across jurisdictions</b></li> <li>• <b>Access specific records where the reporting source requires these identifiers</b></li> </ul> <p>These identifiers depend on the requirements of the <b>jurisdiction or service</b> being requested, and all data is handled</p>



	per FCRA, SOC 2, and <b>privacy best practices</b> .
How do you ensure timely and accurate reporting?	<p>TOG ensures timely and accurate reporting through <b>automated technology, rigorous quality controls, and experienced personnel</b> who manage each background screening with precision and accountability.</p> <p><b>Key elements of our process include:</b></p> <ul style="list-style-type: none"> <li>• <b>Fast Turnaround Times</b>—Thanks to our <b>automated Orsus Platform and proactive follow-up procedures with data sources</b>, over <b>91% of reports are completed within one business day and 99% within 72 hours</b>.</li> <li>• <b>Multi-Tiered Verification Process</b> - Criminal records, employment, and education verifications follow a <b>structured outreach protocol</b>, including up to <b>five attempts</b>, ensuring thoroughness without unnecessary delays.</li> <li>• <b>Minimum Matching Thresholds for Accuracy</b> - TOG requires a minimum of <b>two identifiers</b> (e.g., full name + DOB or SSN) to confirm any match before reporting. Common names require a third identifier to avoid misattribution.</li> <li>• <b>Automated Alerts &amp; Real-Time Tracking</b> - Our platform provides <b>real-time status updates</b> and alerts on delayed components, keeping HR personnel informed throughout the process and enabling rapid response to verification issues.</li> <li>• <b>Built-In Quality Control &amp; Auditing</b> - Every report undergoes an internal review prior to release to validate data accuracy, legal reportability, and formatting. <b>Quarterly internal audits</b> further ensure adherence to FCRA and client-specific guidelines.</li> <li>• <b>Certified Compliance Team</b> All Team Leads and Client Relationship Managers are <b>PBSA Advanced FCRA Certified</b>, and TOG consults with <b>external FCRA-specialized counsel</b> on an ongoing basis to ensure reporting accuracy and legality.</li> </ul> <p>This combination of <b>technology, training, and quality assurance</b> enables TOG to consistently deliver <b>timely and legally sound reports</b>, supporting confident and compliant hiring decisions for the City of Broken Arrow.</p>



<p>Explain the process of initiating a new pre-employment background check.</p>	<p>TOG offers a flexible and secure process for initiating pre-employment background checks, designed to integrate seamlessly with the City of Broken Arrow's hiring workflows.</p> <p><b>Step-by-Step Initiation Process:</b></p> <ol style="list-style-type: none"> <li>1. <b>Request Submission</b> - The background check is initiated by the City's HR personnel through the <b>secure TOG Platform</b> or automatically via <b>API integration</b> with the City's Applicant Tracking System (ATS), if configured.</li> <li>2. <b>Candidate Notification</b> - Upon initiation, the candidate receives a secure link via <b>email and/or SMS</b> to access the <b>Orsus Gateway</b>, TOG's encrypted, mobile-friendly applicant portal.</li> <li>3. <b>Electronic Consent &amp; Data Collection</b> - The candidate completes the required <b>Disclosure and Authorization forms</b> electronically and provides <b>Personally Identifiable Information (PII)</b> needed for screening (e.g., name, SSN, DOB, employment, and education history).</li> <li>4. <b>Package Confirmation</b> - Based on the candidate's role, TOG applies the appropriate <b>screening package</b> as defined during implementation (e.g., background check, MVR, drug screen, credit check).</li> <li>5. <b>Screening Begins</b> - Once the candidate has submitted their information, TOG's system automatically begins processing each screening component. HR staff can monitor progress in <b>real-time</b> through the platform dashboard.</li> <li>6. <b>Live Status Tracking &amp; Notifications</b> - The City's HR team receives alerts when reports are completed, delayed, or require additional candidate input.</li> <li>7. <b>Report Delivery</b> - Upon completion, the final background screening report and any supporting documentation or adjudication flags are securely delivered to authorized city users for review.</li> </ol> <p>This streamlined, automated process reduces administrative workload, improves transparency, and ensures a positive candidate experience—while supporting full FCRA and EEOC compliance. For more details, refer to sections 3.4 and 3.5.</p>
<p>How does your firm stay current with state and federal regulations?</p>	<p>TOG maintains a proactive, multi-channel strategy to ensure continuous alignment with all <b>federal, state, and local laws</b> governing background screening. Our commitment to</p>



	<p>compliance is central to our operations and reflected in the systems, training, and oversight we provide.</p> <p><b>Key Methods Include:</b></p> <ul style="list-style-type: none"> <li>• <b>Ongoing Legal Consultation</b> - TOG works closely with <b>external legal counsel</b> specializing in the <b>Fair Credit Reporting Act (FCRA)</b>, employment law, and privacy regulations. This ensures timely updates on legal developments and industry-specific compliance guidance.</li> <li>• <b>Professional Memberships &amp; Certifications</b> - We are an <b>accredited member of the Professional Background Screening Association (PBSA)</b> and actively participate in its policy updates, webinars, and regulatory roundtables. Our leadership team also attends the <b>annual PBSA conference</b>, where emerging regulatory trends are addressed in-depth.</li> <li>• <b>Recurring Staff Training</b> - TOG staff participate in <b>quarterly compliance training</b>, covering updates to FCRA, EEOC guidelines, state-specific background check laws, and industry best practices. Team Leads and Client Relationship Managers maintain <b>PBSA Advanced FCRA Certification</b>.</li> <li>• <b>Internal Compliance Audits</b> - We conduct <b>quarterly internal audits</b> to evaluate adherence to regulatory requirements, platform functionality, and documentation standards. These reviews are documented and used to guide continuous improvement.</li> <li>• <b>Automated Regulatory Monitoring Tools</b> - TOG leverages technology and subscription-based services that flag updates to legislation affecting background screening practices in all 50 states, as well as federal rule changes.</li> </ul> <p>This layered approach allows TOG to remain agile and fully compliant in a complex regulatory environment—ensuring that our clients, including the City of Broken Arrow, receive accurate and legally sound background screening services at all times.</p> <p>For additional compliance practices, see <b>Section 3.7</b></p>
<p>Describe any other facets of your organization and your</p>	<p>TOG was founded by professionals who were once <b>end-users of background screening services</b>. This gave our leadership team</p>





<p>firm's experience that are relevant to this proposal which have not been previously described and that you feel warrant consideration.</p>	<p><b>a firsthand understanding of the critical importance of accuracy, timeliness, and responsive support in the hiring process. This perspective has shaped our business philosophy and set us apart from traditional data vendors.</b></p> <p>While many background screening providers treat the process as a <b>transactional data exchange</b>, TOG operates as a <b>risk mitigation partner</b>. In addition to employment screening, our firm conducts <b>complex workplace investigations</b> involving theft, fraud, harassment, and workplace violence—experience that directly informs how we evaluate, verify, and report information.</p> <p>Our background screening services go beyond basic data retrieval. TOG maintains one of the <b>largest and most diverse networks of data providers in the industry</b>, enabling faster, more comprehensive, and more accurate reporting. We <b>investigate</b> every background check, scrutinizing discrepancies and confirming record accuracy before reporting them to our clients.</p> <p>Our <b>Compliance Team routinely performs enhanced reviews</b>, including direct outreach to court clerks for clarification and <b>proactive communication with candidates</b> when inconsistencies arise. These extra steps ensure that the City of Broken Arrow receives background reports that are <b>not only fast but also thoroughly vetted and legally defensible</b>.</p> <p>This combination of investigative experience, technology, and compliance rigor makes TOG a uniquely qualified partner for public-sector hiring environments where accuracy and accountability are paramount.</p>
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## 2.10. TOG Proposed Project Team

TOG proposes a highly experienced, credentialed team to support the City of Broken Arrow's background screening program. Each team member brings specialized expertise in compliance, operations, and client success to ensure seamless implementation, fast turnaround, and consistent adherence to municipal, state, and federal screening requirements.





### **Carrie A. Hoeksema – Client Relationship Manager**

Carrie will serve as the City of Broken Arrow's primary point of contact and day-to-day liaison for all services provided under this contract. With over 17 years of experience in client services, compliance, and human capital operations, Carrie is known for translating complex regulatory obligations into practical, user-friendly processes.

She is PBSA Advanced FCRA Certified and an expert in managing sensitive screening protocols, including criminal history checks, verifications, drug screening coordination, and adverse action processes. For exceptional client service delivery, Carrie was named TOG's 2024 MVP.

### **Natalie Globke – Director of Operations**

Natalie will oversee the City's account provisioning, platform configuration, and ongoing service performance. With over 15 years of leadership experience at TOG, Natalie is responsible for aligning operational workflows with client-specific needs and ensuring service quality across all phases of the engagement.

Natalie specializes in risk mitigation, regulatory compliance, KPI tracking, and team performance. Throughout the contract, she will oversee TOG's implementation and technical support teams.

### **Karen I. Thomas – Compliance Manager**

Karen leads TOG's internal compliance review, adjudication, and dispute resolution processes. She will ensure that all screening results delivered to the City of Broken Arrow adhere to FCRA, EEOC, state-level employment laws, and TOG's internal quality standards.

Karen brings over 10 years of experience in regulatory compliance and background investigations. She also provides training for TOG staff and assists with regulatory audits and continuous monitoring initiatives.

*Full biographies for all proposed team members are included in **Appendix A**.*





### 3. Cost Proposal

TOG has developed a transparent, flexible, and scalable pricing structure tailored to meet the specific requirements outlined in **RFP #25.145**. The cost proposal includes individual service line items for core background screening components, as well as optional services that may be utilized based on the City's hiring needs and position types.

All pricing is presented on a **per-applicant, per-service basis**, and includes:

- **No minimum order requirements**
- **No implementation, account setup, or annual maintenance fees**

TOG's pricing is designed to be **cost-effective, predictable, and fully aligned with FCRA compliance and municipal procurement standards**. Any additional services requested beyond the scope of the base package can be added on an as-needed basis, with prior authorization and full cost transparency.

Service	Cost
National Criminal Search	\$3.00
County-Level Record Verification for All Counties of Prior Residence. Includes State.	\$19.00
Employment History Verification (7 Years)	\$19.50
Education Verification (Highest Degree Earned)	\$7.00
Social Security Number & Date of Birth Validation	\$1.25
<b>Prepare</b> FCRA Compliance and Legally-Required Notices of Adverse Findings	No Charge
<b>Transmit [Optional]</b> FCRA Compliance and Legally-Required Notices of Adverse Findings to the Candidate	\$5.00



### 3.1. Third-Party Jurisdictional Pass-Through Fees

As part of TOG's commitment to pricing transparency and compliance, we want to identify any **third-party pass-through fees** that may be incurred during the background screening process. These fees are assessed directly by external entities—such as courts, state agencies, motor vehicle departments, and education institutions—and are passed through to the client **at cost**, with **no additional markup** from TOG.

The jurisdiction or data source determines these charges and may vary based on location, service type, or institutional policy. Common examples include:

#### Typical Pass-Through Fee Categories

- **County Criminal Court Access Fees** – Some counties charge access fees for local court record searches (e.g., New York, Michigan, California).
- **Statewide Criminal Repository Fees** – Certain states (e.g., Florida, Colorado, South Dakota) charge fees for accessing state-maintained criminal databases.
- **Department of Motor Vehicles (DMV) Fees** – Motor Vehicle Record (MVR) checks may include a per-state fee based on DMV regulations.
- **Education Verification Fees** – Some colleges, universities, and verification platforms (e.g., National Student Clearinghouse) charge a fee to confirm degrees or enrollment.
- **Professional License Verification Fees** – Some boards or licensing bodies require a verification fee for credential confirmation.
- **International Screening Fees** – Varying by country and complexity of the search, including government filing or record access costs.

#### How Pass-Through Fees Are Handled

- All pass-through fees are disclosed to the City in advance when known and itemized on the invoice for complete visibility.
- Fees are billed **only when incurred**—TOG does not bundle or estimate these costs in advance.
- A full, up-to-date **fee schedule** of known pass-through charges for many jurisdictions will be included in this proposal as **Appendix D**.



While these fees are outside TOG's control, we maintain a real-time internal database to inform clients of changes and ensure accurate cost forecasting during implementation.

## 4. Past Performance & References

TOG serves a diverse portfolio of public-sector and enterprise clients that rely on our background screening services for their most sensitive and high-impact hiring decisions. The following references represent organizations with similar scope, regulatory requirements, and service expectations to those of the City of Broken Arrow. Each reference can speak to our responsiveness, compliance expertise, service reliability, and ability to support large-scale and specialized screening programs.

Client Name	Scope of Work	Period of Performance	Point of Contact	Contact Information
Kelly Services	National background screening and occupational health services provider for Kelly Services' contract employees and Managed Services Programs (MSP) for government agencies. TOG conducts approximately 250,000 screenings annually, including criminal, employment, education, MVRs, and credit reports.	2008 to present (16 years)  \$1.2m Annual Revenue	Paul Champoux Employment Compliance Manager	Phone: 248-419-4306 Email: <a href="mailto:Champpr@kellyservices.com">Champpr@kellyservices.com</a>  Address: 999 West Big Beaver Rd, Troy, MI 48084



Dealer Tire	Exclusive background screening partner for Dealer Tire's US operations, providing criminal checks, MVRs, drug testing, physicals, and investigative services for security-related incidents, including theft, fraud, and harassment.	2019-present 5 years (Current Contract)  \$350k Annual Revenue	Taylor Kyger Team Lead	Phone: 234-425-7553 tkyger@dealertire.com Address: 7012 Euclid Ave, Cleveland, OH 44103
Goodyear Tire and Rubber Company	TOG provides investigative and administrative compliance services for Goodyear's Global Security Program. Supports background screening adjudications for ~20,000 screenings annually, hiring recommendations, and global security consulting for post-incident investigations.	2018-Present (6 years, Current Contract)  \$443k Annual Revenue	Ryan Schilling Program Leader Protective Operations Intelligence	Phone: 330-813-8649 ryan_schilling@goodyear.com Address: 200 Innovation Way, Akron, OH, 44316-0001
Detroit Manufacturing	TOG provides pre-employment background screenings, coordinates occupational health appointments, and schedules drug testing.	2012 - Present	Jonathan Tsegaye HR Systems Analytics Manager	Phone: 313-949-3088 jonathan.tsegaye@dmsna.com  Address: 12701 Southfield Rd, Detroit, MI 48223





## 5. Appendices

### 5.1. Appendix A – Team Biographies

#### **Will Montgomery | President | The Orsus Group**

Will Montgomery is the Co-Founder and President of The Orsus Group, a minority-owned human capital management firm specializing in pre-employment screening, corporate investigations, and risk management solutions. With over 25 years of experience in business development, risk assessment, and workforce compliance, Will has played a pivotal role in shaping industry best practices for background screening and corporate investigations.

Since founding The Orsus Group in 2007, Will has led the company's growth from a startup to a trusted provider of screening and investigative services for small businesses and Fortune 1000 clients. He has developed pre-employment screening protocols, formulated risk management solutions, and provided consulting services to ensure companies comply with federal, state, and local employment regulations (EEOC, FCRA). His expertise extends to workplace violence prevention, anti-harassment training, adverse termination risk assessments, and critical incident investigations.

Before establishing The Orsus Group, Will held leadership roles in financial services and staffing, including positions at JP Morgan Chase, Morgan Stanley, and Aerotek (a division of Allegis Group). His background in investment portfolio management, corporate staffing, and business development provided him with deep insights into risk management, compliance strategies, and operational efficiency—insights that continue to drive Orsus Group's success today.

Will holds a Bachelor of Arts in International Relations from Michigan State University, with a focus on Economics and Political Science, and completed a Business Administration certificate from the Eli Broad College of Business. His strategic leadership, industry expertise, and commitment to compliance-driven workforce solutions have made The Orsus Group a trusted partner for organizations seeking secure, efficient, and legally compliant hiring processes.





## **Michael Angelo Peterson | Vice President & COO | The Orsus Group**

Michael Angelo Peterson is a seasoned security, investigations, and risk management professional with over three decades of experience in corporate security, background screening, and law enforcement. As the Co-Founder, Vice President and COO of The Orsus Group, he oversees global investigations, background screening operations, and corporate security services, ensuring organizations remain compliant with employment regulations and best practices.

Before co-founding The Orsus Group, Michael held executive security and investigations roles at Goodyear Tire & Rubber Company, Kelly Services, and Prudential/Titan Insurance. In these positions, he managed global security programs, internal investigations, executive protection, corporate espionage cases, workplace violence assessments, and EEO claims resolution for Fortune 500 companies. His expertise in fraud prevention, security risk mitigation, and critical incident management has made him a trusted advisor in corporate security strategy.

Michael began his career in law enforcement, serving as a police officer in Canton, Ohio, and an intensive supervision probation officer for Stark County. He later transitioned into corporate investigations, special investigations units (SIU), and executive protection, bringing a law enforcement mindset to corporate risk management.

He holds a Bachelor of Science in Law Enforcement Administration from Youngstown State University and has earned multiple certifications in police training, crisis and media communications, fraud investigations, and interview/interrogation techniques.

Michael is an active member of ASIS (American Society of Industrial Security), OSAC (Overseas Security Advisory Council), SHRM (Society for Human Resource Management), and multiple security and investigative associations. His leadership has earned him numerous commendations, including serving as President of the Akron Police Academy and being named Commandant of the Year.

A former athlete, Michael was a four-year starter in college football, a free agent player for the Miami Dolphins, and was drafted by the Frankfurt Galaxy in





NFL Europe. His commitment to integrity, security, and risk mitigation makes him an invaluable leader at The Orsus Group.

### **Carrie A. Hoeksema | Client Relationship Manager | The Orsus Group**

Carrie Hoeksema is a client relationship professional with over 17 years of experience in customer service, compliance, and workforce solutions. As a Client Relationship Manager at The Orsus Group, she serves as clients' primary point of contact, ensuring seamless communication, compliance, and tailored background screening solutions.

Since joining The Orsus Group in 2024, Carrie has been pivotal in developing customized screening programs that align with federal, state, and local regulations, including FCRA and EEOC guidelines. She specializes in criminal history checks, employment and education verification, and drug testing coordination, working closely with clients to meet their unique hiring needs while maintaining compliance. She analyzes client feedback and data trends to enhance service efficiency and accuracy.

Before her role at The Orsus Group, Carrie gained extensive experience in staffing and compliance at Kelly Services, where she managed large-scale workforce operations for major clients such as Pitney Bowes and handled employment compliance processes, including pre-adverse and adverse action notifications. Her background also includes experience in hospitality management and architectural design, showcasing her adaptability, attention to detail, and leadership skills.

Carrie holds a Bachelor of Fine Arts in Interior Design from the International Academy of Design and Technology in Troy, MI. She is PBSA Advanced FCRA Certified and was recognized as The Orsus Group's MVP of the Year in 2024 for her outstanding contributions to client service and operational excellence.

### **Karen I. Thomas | Compliance Manager | The Orsus Group**

Karen Thomas is a seasoned compliance professional with over a decade of experience in background screening, regulatory compliance, and client service. As the Compliance Manager at The Orsus Group, she is responsible for reviewing criminal records, managing candidate disputes, ensuring FCRA compliance, and overseeing vendor accuracy. Since joining the company in 2012, Karen has advanced through multiple





roles, gaining expertise in background investigations, legal compliance, and client relations.

Karen holds an Advanced FCRA Certification, demonstrating her deep understanding of federal and state employment laws and regulatory requirements. She has played a critical role in training new employees on compliance best practices and managing dispute resolution processes to ensure accuracy and fairness in background screening results.

Prior to her tenure at The Orsus Group, Karen worked in payroll processing at Kelly Services and in loss prevention at PNC Bank, where she developed investigative and auditing skills, earning multiple awards for her attention to detail and excellence in customer service.

Karen holds an Associate Degree in General Studies from Oakland Community College, with a focus on administrative and Microsoft Office Suite applications. Her commitment to compliance, accuracy, and customer service excellence makes her an invaluable asset to The Orsus Group's risk mitigation and regulatory oversight efforts.

### **Natalie Globke | Director of Operations | The Orsus Group**

Natalie Globke is a highly skilled operations leader with over 15 years of experience in background screening, corporate investigations, and compliance management. As the Director of Operations at The Orsus Group, she is responsible for overseeing all operational functions, ensuring efficiency, compliance, and strategic alignment with the company's objectives.

Since joining The Orsus Group in 2009, Natalie has held key leadership roles, including Director of Client Relations and Client Relationship Manager, before being promoted to Director of Operations in 2017. In her current role, she manages business process optimization, operational compliance, risk mitigation, and strategic planning to drive organizational success. She also oversees client-related technical integration projects, ensuring seamless service delivery and operational excellence.

Natalie is instrumental in maintaining The Orsus Group's compliance with Fair Credit Reporting Act (FCRA) regulations, state consumer reporting laws, and federal and state Driver Privacy Protection Acts. She leads audit preparation, accreditation enforcement, and performance management initiatives, setting





Key Performance Indicators (KPIs) to measure success and operational efficiency.

A graduate of Oakland University, Natalie holds a Bachelor of Science in Human Resource Management and Finance, with a minor in accounting. Her expertise spans strategic planning, project management, budgeting, staff leadership, and risk analysis, making her a vital asset to The Orsus Group's leadership team.

Beyond her professional commitments, Natalie is an active community volunteer, serving as an Elementary Small Group Leader for Woodside Bible Church since 2018. Her dedication to operational excellence, compliance, and team leadership ensures The Orsus Group delivers top-tier background screening and investigative services to its clients.





## 5.2. Appendix B – Certificate of Insurance

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<b>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</b>																																										
<b>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</b>																																										
<b>PRODUCER</b> Rooney Insurance Agency, Inc. 6140 E Skelly Drive, Ste 1010 Tulsa, OK 74135		<b>CONTACT NAME:</b> Angela Lewallen <b>PHONE (A/C, N/A, Ext):</b> (918) 876-3489 <b>FAX (A/C, N/A):</b> (918) 420-9926 <b>EMAIL:</b> angela.lewallen@rooneyinsurance.com <b>ADDRESS:</b>																																								
<b>INSURED</b> The Orsus Group 3155 West Big Beaver Rd. Suite 216 Troy, MI 48064		<b>INSURER'S AFFORDING COVERAGE</b> <table border="1"><thead><tr><th>INSURER</th><th>COVERAGE</th><th>RAT #</th></tr></thead><tbody><tr><td>INSURER A: RLI Insurance Company</td><td></td><td>13056</td></tr><tr><td>INSURER B: Homelife Insurance Company of Florida</td><td></td><td>11158</td></tr><tr><td>INSURER C: Coalition Insurance Company</td><td></td><td>29539</td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></tbody></table>		INSURER	COVERAGE	RAT #	INSURER A: RLI Insurance Company		13056	INSURER B: Homelife Insurance Company of Florida		11158	INSURER C: Coalition Insurance Company		29539	INSURER D:			INSURER E:			INSURER F:																				
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ACORD 25 (2016/03)

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## 5.3. Appendix C – Company Information & Legal Qualifications

- Legal Name: The Orsus Group, Inc.
- CAGE: 397A6 | UEI: MF3NJ8W6HCA8 | DUNS: 02-646-5499
- Headquarters: Troy, MI
- SBA 8(a) certification (through 2027)
- PBSA Accreditation (valid through 2029)
- MMSDC Minority Certification (valid through 2025)

2/26/25, 5:00 PM

Search Summary State of Michigan Corporations Division

[LARA Home](#) [Contact LARA](#) [Online Services](#) [News](#) [MI.gov](#)



ID Number: 800644683

[Request certificate](#)

[Return to Results](#)

[New search](#)

Summary for: THE ORSUS GROUP, INC.

The name of the DOMESTIC PROFIT CORPORATION: THE ORSUS GROUP, INC.

Entity type: DOMESTIC PROFIT CORPORATION

Identification Number: 800644683 Old ID Number: 42411D

Date of Incorporation in Michigan: 12/22/2004

Purpose: All Purpose Clause

Term: Perpetual

Most Recent Annual Report: 2024

Most Recent Annual Report with Officers & Directors: 2019

### The name and address of the Resident Agent:

Resident Agent Name: WILLIE J MONTGOMERY JR

Street Address: 3155 W BIG BEAVER RD

Apt/Suite/Other: SUITE 216

City: TROY State: MI Zip Code: 48084

### Registered Office Mailing address:

P.O. Box or Street Address: 3155 W. BIG BEAVER RD. SUITE 216

Apt/Suite/Other:

City: TROY State: MI Zip Code: 48084

### The Officers and Directors of the Corporation:

Title	Name	Address
PRESIDENT	WILLIE J. MONTGOMERY	3155 W. BIG BEAVER RD TROY, MI 48084 USA
TREASURER	WILLIE MONTGOMERY	3155 W. BIG BEAVER RD TROY, MI 48084 USA
SECRETARY	WILLIE J. MONTGOMERY	3155 W. BIG BEAVER RD TROY, MI 48084 USA
DIRECTOR	WILLIE MONTGOMERY	3155 W. BIG BEAVER RD TROY, MI 48084 USA

Act Formed Under: 284-1972 Business Corporation Act

Total Authorized Shares: 60,000

☐ Written Consent



## 5.4. Appendix D – Third-Party Passthrough Fee Examples

### 5.4.1. Statewide Criminal Reporting

State	Average TAT	Access Fee	Search Details
Alabama	24-48 hours	\$1.00	Felony & Misdemeanor
Alaska	24 hours	\$0.00	Felony & Misdemeanor
<b>Arizona- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
Arkansas	48-72 hours	\$7.00	Felony & Misdemeanor at the Circuit Court level. Not all lower level misdemeanor charges are reported.
<b>California- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
Colorado	24-48 hours	\$2.40	Felony & Misdemeanor
Connecticut	24-48 hours	\$0.00	Felony & Misdemeanor
Delaware	24-48 hours	\$0.00	Felony & Misdemeanor
Florida	24-48 hours	\$25.00	Felony & Misdemeanor
Georgia	48-72 hours	\$1.00	Felony & Misdemeanor; Special GCIC authorization release form is required
Hawaii	24-48 hours	\$6.00	Felony & Misdemeanor; Open or pending information may not be reported
Idaho	24-48 hours	\$2.00	Felony & Misdemeanor
Illinois	24-48 hours	\$10.00	Felony & Misdemeanor; Not all lower level misdemeanor charges are reported. Average TAT for clears is 24 hours, searches that require additional research may take up to 30 days and may require a fingerprint card.
Indiana	24-48 hours	\$15.00	Felony & Misdemeanor; Not all lower level misdemeanor charges are reported. Pending or open cases less than a year old are not reported.
Iowa	24-48 hours	\$15.00	Felony & Major Misdemeanor; Open and pending cases are not reported. Gender is required to perform search. Searches that require additional research may take 3 – 5 days.
Kansas	24-48 hours	\$30.00	Felony & Misdemeanor
Kentucky	24-48 hours	\$25.00	Felony & Misdemeanor; Open or pending information are not reported.
<b>Louisiana- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
Maine	24-48 hours	\$31.00	Felony & Misdemeanor; Open, pending, or diversion records are not reported
Maryland	24-48 hours	\$0.00	Felony & Misdemeanor
<b>Massachusetts- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
Michigan	24-48 hours	\$10.00	Felony & Misdemeanor; Not all local misdemeanors are reported. Open or pending information are not reported. Gender is required to perform search.
Minnesota	24-48 hours	\$0.00	Felony & Misdemeanor; Not all petty misdemeanor are reported. Open cases are not reported.
Mississippi	48-72 hours	\$15.00	Felony & Misdemeanor available from Upper Court; Misdemeanor cases only reported if the charge was a Felony reduced to a misdemeanor.
Missouri	72-96 hours	\$15.00	Felony & Misdemeanor; searches that require additional research can take 3-5 days to complete. Occasionally fingerprints may be requested and this may take up to 30 days after receipt of fingerprint card.
Montana	24-48 hours	\$20.00	Felony & Misdemeanor; Warrants not reported
Nebraska	24-48 hours	\$15.50	Felony records; Misdemeanor records are not required to be reported to the state. Cases where the subject has not been fingerprinted are not reported. Recommend County Criminal as an alternate search.
<b>Nevada- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
<b>New Hampshire- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
New Jersey	24-48 hours	\$5.00	Felony; Not all misdemeanors are reported. Recommend County Criminal as an alternate search.
New Mexico	24-48 hours	\$0.00	Felony & Misdemeanor
New York	24-48 hours	\$95.00	Felony & Misdemeanor
North Carolina	24 hours	\$0.00	Felony & Misdemeanor
North Dakota	24-48 hours	\$2.00	Felony & Misdemeanor
Ohio	24-48 hours	\$9.00	Felony & Felony reduced to Misdemeanor and upper level Misdemeanor; Not all misdemeanors are reported. DUI's are not reported in statewide.
Oklahoma	24-48 hours	\$15.00	Felony & upper level Misdemeanors; Cases where the subject has not been fingerprinted are not reported.
Oregon	24-48 hours	\$1.00	Felony & Misdemeanor
Pennsylvania	24-48 hours	\$0.00	Felony & Misdemeanor
Rhode Island	24-48 hours	\$0.00	Felony & Misdemeanor
South Carolina	24-48 hours	\$26.00	Felony & Misdemeanor
South Dakota	24-48 hours	\$20.00	Felony & Misdemeanor; Gender is required to perform search
Tennessee	24-48 hours	\$29.00	Felony & Misdemeanor
Texas	24-48 hours	\$3.00	Felony & Misdemeanor; Convictions below a Class B Misdemeanor are not reported
Utah	24-48 hours	\$1.00	Felony & Misdemeanor
Vermont	24-48 hours	\$30.00	Felony & Misdemeanor
<b>Virginia- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
Washington	24-48 hours	\$11.00	Felony & Misdemeanor
<b>West Virginia- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>
Wisconsin	24-48 hours	\$0.00	Felony & Misdemeanor
<b>Wyoming- Not Available</b>			<b>Alternate Search Recommendation: County Criminal</b>

Turnaround is based on past experience, but is subject to change depending on the State Repository process. Turnaround Times are based on the average for the given jurisdiction and may vary by search. Access Fees are subject to change. Current as of 03/10/2025.



## 5.4.2. Driving Records by State

State	Years Reported	State/Data Fee	Instant	Overnight and Batch Orders Cut-Off Time (EST)
Alabama	3	\$10.00	Yes	8:00 PM
Alaska	3	\$10.00	Yes	6:45 PM
Arizona	5	\$8.00	Yes	6:30 PM
Arkansas	3	\$12.70	Yes	5:00 PM
California	3	\$2.00	Yes	6:45 PM
Colorado	3	\$6.00	Yes	11:00 PM
Connecticut	3	\$18.00	Yes	11:00 PM
Delaware	3	\$25.00	Yes	11:00 PM
District of Columbia	7	\$13.00	Yes	11:00 PM
Florida	7	\$10.10	Yes	11:00 PM
Georgia	7	\$8.00	Yes	11:00 PM
Hawaii	3	\$23.00	2 hours	11:30 PM
Idaho	3	\$10.00	Yes	11:00 PM
Illinois	3	\$20.00	Yes	7:00 PM
Indiana	3	\$10.00	Yes	11:00 PM
Iowa	3	\$10.30	Yes	11:00 PM
Kansas	3	16.70	Yes	11:00 PM
Kentucky	3	\$6.00	Yes	11:00 PM
Louisiana	3	\$18.00	Yes	11:00 PM
Maine	7	\$12.00	Yes	11:00 PM
Maryland	3	\$15.00	Yes	11:00 PM
Massachusetts	3	\$8.00	Yes	11:00 PM
Michigan	3	\$15.00	Yes	7:15 PM
Minnesota	3	\$5.00	Yes	11:00 PM
Mississippi	3	\$14.00	Yes	11:00 PM
Missouri	3	\$5.88	Yes	7:45 PM
Montana	3	\$7.87	Yes	11:00 PM
Nebraska	3	\$7.50	Yes	11:00 PM
Nevada	3	\$7.00	Yes	11:00 PM
New Hampshire	3	\$17.00	Yes	<b>*Special NH MVR Form Required</b>
New Jersey	3	\$12.00	Yes	11:00 PM
New Mexico	3	\$6.50	Yes	11:00 PM
New York	3	\$7.00	Yes	11:00 PM
North Carolina	7	\$12.75	Yes	11:00 PM
North Dakota	3	\$3.00	Yes	11:00 PM
Ohio	3	\$5.00	1 Hour	6:30 PM
Oklahoma	3	\$27.50	Yes	5:30 PM
Oregon	3	\$13.99	Yes	11:00 PM
Pennsylvania	3	\$14.00	1 Day	<b>*Special PA MVR Form Required</b>
Rhode Island	3	\$21.00	Yes	11:00 PM
South Carolina	7	\$7.25	Yes	11:00 PM
South Dakota	3	\$5.00	Yes	11:00 PM
Tennessee	3	\$7.50	Yes	11:00 PM
Texas	3	\$6.50	Yes	7:45 PM
Utah	3	\$11.00	Yes	11:00 PM
Vermont	3	\$21.00	Yes	11:00 PM
Virginia	3	\$8.00	Yes	11:00 PM
Washington	3	\$15.00	Yes	<b>*Special WA MVR Form Required</b>
West Virginia	3	\$12.50	Yes	11:00 PM
Wisconsin	3	\$7.00	Yes	11:00 PM
Wyoming	3	\$10.00	Yes	11:00 PM

Report turnaround is based on past experience and is subject to change by State Motor Vehicle Departments and delays due to communications and/or processing times. MVR State Fee and Connection Fees are subject to change. Current as of 03.10.2025



## CLIENT SERVICE AGREEMENT

This Orsus Group Services Agreement ("Agreement") is entered between The Orsus Group, Inc. and Client effective \_\_\_\_\_ ("Effective Date").

### 1. SERVICES

Subject to the terms and conditions of this Agreement, The Orsus Group, a Consumer Reporting Agency, shall as Client's preferred provider, furnish background screening reports and the related services described herein ("Services and/or Products") in connection with Client's screening of job applicants and/or employees (collectively, "Applicants").

The Orsus Group reserves the right to change the Services and Products and charges, but no change shall become effective earlier than 30-days after written notice thereof shall have been given by The Orsus Group to the Client.

### 2. CLIENT OBLIGATIONS

a. Compliance with FCRA and Other Applicable Laws: In utilizing The Orsus Group's Services, Client is considered a "user" of consumer reports and/or investigative consumer reports under the Fair Credit Reporting Act, 15 U.S.C. § 1681 et seq. ("FCRA") A copy of the FCRA is available at <http://www.ftc.gov>. Client shall be responsible for identifying and complying with all federal (including FCRA), state, local and foreign laws and regulations (collectively, "Laws") applicable to Client in connection with its procurement and use of Consumer Reports. In accordance with FCRA and state requirements, Client agrees that it will comply with the Compliance Certification requirements and the Information Access & Security Guidelines set forth in **Attachment 1**.

b. Account Administration, Maintenance Security:

(i) Client shall assign a designated representative(s) who shall be Client's main contact(s) for the background screening services and who shall be responsible for the strict administration and control of Client's account User Identification and passwords. Upon execution of the Agreement, Client shall provide written notice to The Orsus Group's Client Services via Client Form of the name and contact information of each designated representative as of the Effective Date. Client shall thereafter provide written notice to The Orsus Group of the removal or addition of any designated representative, said notice to be provided to The Orsus Group's Client Services within TEN (10) calendar days of such change. Client shall require all designated representatives sign a Designated Representative Acknowledgement (**Attachment 2**), which shall include Attachment 1 as an Attachment, and shall provide The Orsus Group with an executed copy of each such Acknowledgement.

(ii) The designated representative(s) shall identify and authorize all Client account users and their

respective access privileges, and promptly notify The Orsus Group of any changes of account users and/or if any account User Identification or passwords become invalid, inactive or compromised in any manner. All users are required to have their own individual account to request pre-employment services. Upon execution of the Agreement, Client shall provide written notice to The Orsus Group's Client Services via Client Form of the name and contact information of each account user as of the Effective Date. Client shall thereafter provide written notice to The Orsus Group of the removal or addition of any account user, said notice to be provided to The Orsus Group's Client Services within TEN (10) calendar days of such change. Client shall require all account users sign an Account User Acknowledgment (**Attachment 3**), which shall include Attachment 1 as an Attachment, and shall provide The Orsus Group with an executed copy of each such Acknowledgement.

(iii) Client shall maintain reasonable and appropriate technical, physical and administrative measures to protect against unauthorized access to and/or misuse of The Orsus Group system and Consumer Reports, including those described in **Attachment 1, Section B** (Information Access & Security Guidelines). The Orsus Group may immediately suspend and, upon notice cancel, Client's account should The Orsus Group reasonably suspect or identify any misuse of or unauthorized access to its system and/or Consumer Reports through Client's account, or if Client at any time fails to meet The Orsus Group's standard client credentialing requirements.

c. Audit and Record Retention: Client shall maintain for a minimum of five (5) years copies of all Applicant consent forms and pre-adverse/adverse action notices (as described in **Attachment 1, Section A**) and Client shall promptly make available to The Orsus Group for compliance auditing purposes such records and other related documentation reasonably requested.

d. Prohibition on Resale: Client will not, directly or indirectly, sell, transfer, disclose the contents of or distribute Consumer Reports, in whole or in part, to any third party (other than to the applicable Applicant), and Client shall use the Consumer Reports solely as an end user.

e. Legal Advice: Client acknowledges that The Orsus Group will not render any opinions regarding Consumer Report content, and Client will base its hiring processes and decisions on its own guidelines, policies and procedures. Any consultation, training and sample forms which may be provided by The Orsus Group shall be provided for informational purposes, and The Orsus Group shall not be deemed to be providing legal advice. The Orsus Group advises employers consult experienced counsel to ensure compliant procurement and use of Consumer Reports in connection with their particular screening program.



### 3. THE ORSUS GROUP OBLIGATIONS

a. Compliance with FCRA and Other Applicable Laws: The Orsus Group shall be responsible for identifying and complying with all Laws applicable to The Orsus Group in its preparation and transmission of Consumer Reports.

b. Training and Account Implementation: The fees set forth in the Schedule of Fees include The Orsus Group's standard account implementation services, and The Orsus Group's standard user-training. The Orsus Group training is provided as an informational service and does not replace or waive Client's compliance obligations under applicable Laws or this Agreement.

c. Data Information Privacy and Security: The Orsus Group shall implement reasonable and appropriate technical, physical and administrative measures to protect Applicant data against accidental or unlawful destruction and unauthorized disclosure or access.

d. Record Maintenance and File Disclosures: The Orsus Group shall maintain consumer report information and transaction details for a minimum of two (2) years. Upon an Applicant's request and proper identification, The Orsus Group will in accordance with applicable Laws disclose to the Applicant the status and substance of their Consumer Report and file.

e. Warranty: The Orsus Group's Services will be performed in a professional manner in accordance with industry standards. The Orsus Group will maintain and follow reasonable procedures to assure the maximum possible accuracy of the information contained in each Consumer Report, and The Orsus Group will re-verify any disputed Consumer Report when either the Client or Applicant makes a request in accordance with applicable Laws.

### 4. MOTOR VEHICLES RECORDS

a. Motor Vehicle Records: If motor vehicle records ("MVRs") are requested by Client, Client agrees that: (i) it is qualified to do business and validly holds all licenses required to operate Client's business in all states where Client conducts business and/or has employees; (ii) it will comply with all applicable federal and state Laws related to the use and review of MVRs, including the Driver's Privacy Protection Act found at 18 U.S.C. § 2721 et seq. ("DPPA"); (iii) it will not use the MVRs to build its own database; and (iv) it will, from time to time upon The Orsus Group's request, execute state DMV forms required for MVR access.

### 5. PAYMENT TERMS

a. Fees: Client shall pay The Orsus Group for Services and/or Products procured by Client pursuant to the schedule contained in the Schedule of Fees (**Attachment**

4). Client will be responsible for charges resulting from Client's errors in inputting data, duplicate order entries, and order cancellations once processing have commenced.

b. Payment Terms: All invoices will be payable by Client NET 30 Days. The Orsus Group may, following reasonable advance notice, suspend Client's account and/or charge Client interest on the outstanding balance at the lesser of 1½ percent per month or the highest rate permitted by law, in the event an invoice remains unpaid past the due date. Client shall pay all reasonable attorney's fees, court costs and expenses which may be incurred in connection with the collection of any past due amounts.

c. Disputed Invoices: Any dispute with an invoice must be brought to the attention of The Orsus Group in writing within ten (10) days of the invoice date or Client waives any such dispute and the invoice shall be final, binding and indisputable.

### 6. CONFIDENTIAL INFORMATION

a. Confidential Information: Client and The Orsus Group acknowledge that, as a result of the relationship between Client and The Orsus Group created by this Agreement, Client and The Orsus Group may have access to the following: (i) each other's valuable trade secrets, as defined by applicable law, (ii) and each other's proprietary information which relates to each other's past, present and future research, development and business activities; and (iii) information arising from the Service or Product provided by The Orsus Group to the Client (collectively, the "Confidential Information"). Client and The Orsus Group hereby agree on behalf of themselves, their shareholders, officers, employees, affiliates, subsidiaries, agents and representatives (the "Affiliates"), to treat and maintain the confidentiality of each other's Confidential Information. Client, The Orsus Group, and Affiliates shall not use, without prior written consent, nor disclose, in whole or in part, any Confidential Information. Client, The Orsus Group and Affiliates shall not disclose any Confidential Information nor shall Client, The Orsus Group and/or Affiliates use Confidential Information to the detriment of each other.

The terms of this provision shall survive the termination of this Agreement. By execution hereof, Client and The Orsus Group acknowledge and agree that money damages would not be a sufficient remedy for a breach of this provision of the Agreement, and, in addition to all other remedies to which either party may be entitled, either party shall be entitled to specific performance and injunctive or other equitable relief as remedies for such breach or threatened breach. Client and The Orsus Group agree not to disclose any Confidential Information to any Affiliate until said Affiliate acknowledges in writing that he/she/it fully understands the terms of this Agreement and this confidentiality clause, and he/she/it agrees in writing to comply with said clause.

b. Required Disclosures: If either Client or The Orsus Group is requested in any judicial or administrative



proceeding or by any governmental or regulatory authority (whether by depositions, interrogatories, requests for information or documents ie: open records requests made to the Client,, subpoenas, civil investigative demands, application regulations or similar processes) or otherwise required by applicable Laws to disclose the Confidential Information, the Client or The Orsus Group may make such disclosure, provided it uses reasonable efforts to give prompt written notice, as soon as practicable, to the other party of such required disclosure so that the party may seek an appropriate protective order. Notwithstanding anything to the contrary above, The Orsus Group shall not (i) be restricted from disclosing to Applicants their Consumer Reports and file information in accordance with applicable Laws, (ii) be restricted from disclosing Confidential Information to the extent necessary to perform its Services under this Agreement, or (iii) be required to destroy, erase or return any Consumer Reports or related Applicant data in The Orsus Group's files, which The Orsus Group shall maintain and utilize in strict compliance with all applicable Laws.

## 7. PROHIBITION AGAINST HIRING

Client shall not, during the term of this Agreement and for a period of two (2) years following the termination or expiration of the Agreement, retain, hire, employ or utilize the Services of an employee of The Orsus Group while the employee is currently employed with The Orsus Group, or any individual who was an employee of The Orsus Group in the previous three (3) month period.

## 8. TERMS AND CONDITIONS

a. Term of Agreement: This Agreement will remain in full force and effect for a period of one year from the Effective Date of this Agreement. This Agreement may be terminated with or without cause, by either party, upon thirty (30) days prior written notice of cancellation. Any retainer fees paid to secure the Services and/or Products described will be subject to forfeiture (all or in part) to compensate The Orsus Group for expenses incurred as a result of service delivery preparation and start-up. At the end of the initial one-year period, this Agreement shall automatically renew for successive one (1) year periods, unless terminated pursuant to a thirty (30) day written notice by either party.

b. Entire Agreement; Modification of Agreement:

(i) It is understood that this Agreement supersedes all previous Agreements, oral or written, between The Orsus Group and Client and all previous representations made by either party.

(ii) This Agreement shall not be superseded or modified by any purchase order or acknowledgement issued at any time by the Client. No modification of this Agreement shall be effective unless reduced in writing and signed by both parties to this Agreement. This Agreement and any modifications hereto shall not be effective or enforceable against The Orsus Group unless this

Agreement or modifications hereto are executed by Client and the designated officer of The Orsus Group.

c. Mutual Benefit: It is expressly understood that this Agreement is entered into solely for the mutual benefit of the parties herein and that no benefits, rights, duties, or obligations inure to any party other than those signatory hereto.

d. Notice of Breach: Prior to claiming a breach by a party hereunder, the party alleging such breach shall first provide the alleged breaching party with written notice thereof specifying the claimed breach and providing the alleged breaching party a period of no less than thirty (30) days to cure the breach, except that no notice need be provided when the terminating party determines that the action giving rise to termination cannot reasonably be remedied.

e. Commencement and Completion Dates: The Client acknowledges that the scheduled starting and completion dates of projects are estimates only. The failure to commence or complete the Services and/or Products hereunder as of the dates specified shall not constitute a breach of this Agreement.

f. Liability and Indemnity:

(i) Liability. Client acknowledges that (a) The Orsus Group is not an insurer and makes no warranty, express or otherwise, that the Services and/or Products furnished will avert or prevent occurrences or consequences therefrom, (b) neither The Orsus Group nor third parties from whom it receives information (when used herein, third parties include, by way of example and not limitation, suppliers and credit reporting agencies), guarantee or warrant the accuracy, timeliness, completeness or fitness for a particular purpose of the Services and/or Products it provides, (c) The Orsus Group is not assuming any responsibility for any losses that may occur under this Agreement, (d) Client's sole and exclusive remedy against The Orsus Group, whether in contract, tort or otherwise, shall be limited to liquidated damages in an amount equal to the purchase price paid by the Client for the Services and/or Products provided by The Orsus Group. In no event shall The Orsus Group be liable to Client for any incidental, consequential or special damages, including without limitation lost revenues and profits.

(ii) Indemnity. To the extent provided under OK law and without waiving any defenses provided by the OK Governmental Tort Claims Act, Client shall defend, indemnify, reimburse, protect, and hold harmless, The Orsus Group and third parties from whom The Orsus Group receives information, and each of its or their employees, officers, shareholders, successors, assigns, agents, third-party contractors, licensees, and affiliates (collectively, the "Indemnified Parties"), from and against any and all claims, judgments, damages, losses, liabilities, suits, investigations, costs, and expenses (including legal fees, and regardless of the outcome of any proceeding) that directly or indirectly arise out of or in any manner relate to



(a) the access to, or the use, disclosure, sale, transfer of, or reliance on by Client of the Services and/or Products provided by The Orsus Group, (b) any inaccuracies contained in any information provided by The Orsus Group and third parties from whom it receives information, (c) Client's improper or negligent use of the Services and/or Products provided by The Orsus Group, and (d) claims brought by a Client's employee(s) or an individual(s) who applied for or who was considered for employment with Client, arising out of, relating to, or resulting from the acts, errors, or omissions of The Orsus Group and third parties from whom The Orsus Group receives information. Client acknowledges that it is solely and independently responsible (legally, financially, and otherwise) for any use, decision, action, or omission to act that is based on, or in any way related to, the Services and/or Products provided by The Orsus Group.

(iii) Reliance by The Orsus Group. Client acknowledges that the Services and/or Products are furnished by The Orsus Group in reliance upon Client's acknowledgements, covenants and indemnities under this Agreement.

g. Governing Law: This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Oklahoma, without giving effect to any choice of law or conflict of law provision or rule (whether of the State of Oklahoma or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than the State of Oklahoma. Any suit brought to enforce the terms or conditions of this Agreement or otherwise arising from or connected with the subject matter hereof shall be governed by Oklahoma law and any suit is to be brought in Tulsa County, Oklahoma.

h. Invalid Provision: If any provision of this Agreement is determined to be illegal, unenforceable or invalid, in whole or in part, for any reason, such provision(s) shall be reformed to the extent, but only to such extent, as is necessary to make the provision enforceable. Any provision which cannot be so reformed shall be omitted from this Agreement and shall not affect the legality, enforceability or validity of the remainder of this Agreement.

j. Assignment: Client shall neither transfer nor assign this Agreement, in whole or in part, without The Orsus Group's prior written consent, which shall not unreasonably be withheld.



IN WITNESS WHEREOF, the parties have executed this Agreement on the date(s) set forth below.

CLIENT:

COMPANY NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

THE ORSUS GROUP:

SIGNATURE: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



# ATTACHMENT 1

## SECTION A. COMPLIANCE CERTIFICATION REQUIREMENTS

Client certifies to The Orsus Group as follows with respect to each Consumer Report Client orders and/or receives:

1. Permissible Purpose: Client agrees to procure and use Consumer Reports only for legally permissible employment purposes in order to evaluate an Applicant consumer for employment, promotion, reassignment or retention as an employee, and for no other purpose.

2. Applicant Disclosure and Consent: Client will ensure that prior to its procurement of a Consumer Report for employment purposes: (i) Client has made a clear and conspicuous disclosure in writing to the Applicant, in a document that consists solely of the disclosure, that a consumer report may be obtained for employment purposes (ii) the Applicant has authorized in writing the procurement of the Consumer Report by Client.

3. Pre-Adverse Action Disclosures: In using a Consumer Report for employment purposes, before taking any adverse action based in whole or in part on the Consumer Report, Client shall provide to the Applicant to whom the Client Report relates: (i) a copy of the Client Report; and (ii) a description in writing of the rights of the Applicant under the FCRA, as prescribed by the Federal Trade Commission under FCRA § 609(c)(3) (the "Summary of Consumer Rights"), and any other notices required by applicable law.

4. Adverse Action Disclosures: After providing the Applicant with the pre-adverse action disclosure described in paragraph 3 above, and after Client has given the Applicant reasonable time to dispute the information contained in their Consumer Report, Client will, if intending to take adverse action, send the Applicant a follow-up notification that the Client is taking adverse

action (e.g., denying employment or promotion) based in whole or in part on the information contained in the Consumer Report.

5. EEO Compliance: The information from the Consumer Report will not be used in violation of any applicable federal or state equal employment opportunity law or regulation.

6. Investigative Consumer Reports: For each Investigative Consumer Report, as defined by the FCRA (e.g., professional reference check), that Client procures from The Orsus Group, Client has complied with its obligations under FCRA § 606(a) and (b), including without limitation the following:

a. clearly and accurately disclosing to the Applicant that an Investigative Consumer Report including information as to the Applicant's character, general reputation, personal characteristics, and mode of living, whichever are applicable, may be made, and such disclosure:

(i) is made in writing, mailed, or otherwise delivered, to the Applicant not later than three days after the date on which the report was first requested; and

(ii) includes a statement informing the Applicant of his right to request the additional disclosures provided for under FCRA § 606(b) as set forth in (b.) below, and a written Summary of Consumer Rights; and

b. upon written request made by the Applicant within a reasonable period of time after the receipt by him of the disclosure required in paragraph.

## SECTION B. INFORMATION ACCESS & SECURITY GUIDELINES

Client agrees to take and enforce all reasonable measures to ensure only authorized access to The Orsus Group's system and only authorized access to and disclosure of Client's Consumer Reports, including without limitation the following:

1. Protect all Orsus Group account identification number(s) and passwords(s) ("Account I.D.'s") so that only key Client personnel with an authorized need-to-know this sensitive information are given the ability to order and access Consumer Reports. These Account I.D.'s should not be posted or otherwise publicly displayed. If a person who knows the Account I.D.'s leaves your company or no longer needs to have access due to a change in duties, the Account I.D.'s should be changed immediately.

2. Place all terminal devices or system used to obtain Consumer Reports in a secure location within your facility so that unauthorized persons cannot easily access them. After normal business hours or when left

unattended, be sure to turn off and/or lock all such devices or systems used to access Consumer Reports.

3. Secure hard copies and electronic files of Consumer Reports within your facility so that only authorized personnel can access them.

4. Shred or otherwise permanently destroy all hard copy Consumer Reports when no longer needed and when applicable regulation(s) permit destruction, to prevent the unauthorized access to and/or use of applicant/employee data and/or any other personally identifiable information of applicants/employees.

5. Make all appropriate employees aware that your company can order and use Consumer Reports only for permissible employment purposes, and that employees may not order their own reports nor should they order or access the report of a family member or friend unless it is approved for the permissible employment purpose authorized in, and conducted in accordance with, your services agreement with The Orsus Group.

Initials \_\_\_\_\_ Date \_\_\_\_\_



## ATTACHMENT 2

### DESIGNATED REPRESENTATIVE ACKNOWLEDGEMENT

The undersigned Designated Representative represents and agrees that he/she:

1. Will comply with all federal (including FCRA), state, local and foreign laws and regulations (collectively, "Laws") applicable to Client in connection with its procurement and use of Consumer Reports;
2. Will identify and authorize all Client account users and their respective access privileges, and promptly notify The Orsus Group of any changes of account users and/or if any account User Identification or passwords become invalid, inactive or compromised in any manner;
3. Will not, directly or indirectly, sell, transfer, disclose the contents of or distribute Consumer Reports, in whole or in part, to any third party (other than to the applicable Applicant), and shall use the Consumer Reports solely as an end user;
4. Will, both during and after employment by Client, maintain the confidentiality of The Orsus Group's Confidential Information and will not use or disclose, in whole or in part, without prior written consent from The Orsus Group, any Confidential Information, defined as including but not limited to (a) The Orsus Group's trade secrets, as defined by applicable law, (b) proprietary information which relates to The Orsus Group's past, present and future research, development and business activities; and (c) information arising from the Services and/or Products provided by The Orsus Group to the Client;
5. Will comply with the Compliance Certification Requirements set forth in Attachment 1, Section A; and
6. Is responsible for the strict administration and control of Client's account User Identification and passwords, and will take and enforce all reasonable measures to ensure only authorized access to and use of The Orsus Group's system and Client's Consumer Reports, including without limitation the measures set forth in Attachment 1, Section B (Information Access & Security Guidelines).

By signing below, I confirm that I am aware of the above requirements and agree to comply with them.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_



### ATTACHMENT 3

#### ACCOUNT USER ACKNOWLEDGEMENT

The undersigned Account User Representative represents and agrees that he/she:

1. Will comply with all federal (including FCRA), state, local and foreign laws and regulations (collectively, "Laws") applicable to Client in connection with its procurement and use of Consumer Reports;
2. Will not, directly or indirectly, sell, transfer, disclose the contents of or distribute Consumer Reports, in whole or in part, to any third party (other than to the applicable Applicant), and shall use the Consumer Reports solely as an end user;
3. Will, both during and after employment by Client, maintain the confidentiality of The Orsus Group's Confidential Information and will not use or disclose, in whole or in part, without prior written consent from The Orsus Group, any Confidential Information, defined as including but not limited to (a) The Orsus Group's trade secrets, as defined by applicable law, (b) proprietary information which relates to The Orsus Group's past, present and future research, development and business activities; and (c) information arising from the Services and/or Products provided by The Orsus Group to the Client;
4. Will comply with the Compliance Certification Requirements set forth in Attachment 1, Section A; and
5. Is responsible for the strict administration and control of Client's account User Identification and passwords, and will take and enforce all reasonable measures to ensure only authorized access to and use of The Orsus Group's system and Client's Consumer Reports, including without limitation the measures set forth in Attachment 1, Section B (Information Access & Security Guidelines).

By signing below, I confirm that I am aware of the above requirements and agree to comply with them.

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-716, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and ArtsOK, Inc

**Background:**

The attached use agreement grants a license allowing ArtsOK to inhabit the building located at 302 South Main Street. The agreement runs from the date of signature until June 30, 2026.

**Cost:** \$26,000.00 plus any major maintenance required

**Funding Source:** General Fund

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

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

**Attachments:** Use Agreement for ArtsOK

**Recommendation:**

Approve and authorize execution of an annual use agreement between the City of Broken Arrow and ArtsOK, Inc.



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND ARTSOK, INC.**

This Agreement is entered, by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and ArtsOK, Inc. (**Licensee**).

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities popularly known as the Brown-Kimbrough Center for Arts, Innovation & Creativity located at 302 South Main Street in Broken Arrow (**Premises**). **Licensee** shall refrain from interfering or otherwise changing the name to the building or the signage to the building.

**City** agrees to pay for the electrical and natural gas costs of the **Premises** during the full term of this Agreement. Water and sewer service shall be provided by the **City**. The amounts provided for herein shall not exceed \$26,000.00. Any cost for utilities (electric, natural gas, water and sewer) over \$26,000.00 shall be the responsibility of the Licensee. All utility usage shall be reasonable in its use. In the event that utilities are utilized in an unreasonable or illegal manner, the user group shall be solely responsible for that use.

**Licensee** shall pay for cable, internet, telephone, and trash service.

**Licensee** shall provide at least one individual to monitor the **Premises** during operating hours and all **Licensee** activities.

**Licensee** shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances and the State of Oklahoma alcohol laws, **Licensee** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). **Licensee** shall gain appropriate licensing from the ABLE Commission for such permission. A copy of such license shall be provided to



the City. **Licensee** shall be responsible for obtaining all necessary permits from the City and County to serve/sell alcohol and or beer.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between the **City** and the **Licensee**.

The **City** shall be authorized to utilize the facility with reasonable notice and as **Licensee's** schedule permits for City events. **Licensee** shall not unreasonably withhold authorization for the City event.

**Licensee** shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 O.S. § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

**Licensee** shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## **II. TERM**



The term of this license shall commence on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

### III. IMPROVEMENTS

The Premises shall remain the property of the City, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (**Liaison**). No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the **Liaison**.

**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures, or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artwork in the exhibit gallery shall remain the property of Licensee. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

### IV. MAINTENANCE

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage, or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises** that **Licensee** has allowed use of the **Premises**. Any and all use of natural resources (electric, water, etc.) shall be reasonable in its use.



**Licensee** acknowledges that access to mechanical rooms, Information Technology rooms and the equipment therein, along with roof access is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction.

The **City** shall mow and fertilize the outdoor area surrounding the Premises.

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems and structural components of the **Premises**, and the parking areas and outdoor lighting fixtures. **City** shall also maintain a security server, cameras, and door access equipment. **Licensee** shall maintain, replace or repair any minor maintenance item that is considered routine in nature of the **Premises**, which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs), and structural components (pest control) of the **Premises**. **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artwork in the exhibit gallery. **City** shall give reasonable notice prior to entering the building for maintenance. That in the event of an emergency, no notice shall be required prior to entering or repairing the premises.

The **City** shall perform all clearing of snow and ice from the parking lots and sidewalks of the premises.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit in a commercial dumpster provided by **Licensee**.

In the event any landscaping is installed by the Licensee, the Licensee shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the City's responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the **City** and shall be maintained at the **City's** sole discretion.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**. **Licensee** shall ensure that all exhibits are appropriately lit, if applicable.

**Licensee** shall lock and secure the **Premises** after each use. That the **Licensee** is allowed two keys to the property. Any required duplication of any key, for any reason, over the two allotted, shall be at the sole cost of the **Licensee**.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.



**City** shall pay for all maintenance and annual inspections required on the elevator contained within the structure.

**City** shall manage and conduct all fire extinguisher and fire suppression inspections.

**City** shall initially furnish the furniture, fixtures, equipment, and technology (FFE) for the building. **Licensee** shall be responsible to maintain the items provided. Should **Licensee** desire to replace the items provided by the **City**, **Licensee** shall give **City** reasonable notice thereof and shall return the items to the **City**. If **Licensee** chooses to replace any items above, said replacement cost shall be solely borne by **Licensee**.

All required maintenance, repair, washing, maintenance, removals or any other service provided by the **City** herein shall be at the **city's** sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. Not including City employees.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The



indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

**Licensee** agrees to complete all required background checks for all its employees, officers and volunteers.

## **VI. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating, and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned, or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager.



This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

The parties have caused this Agreement to be executed on the dates hereinafter set forth.

City of Broken Arrow


By: Michael Spurgeon 5/13/2025  
Michael L. Spurgeon, City Manager

ATTEST:

Curtis Green 5/13/2025  
City Clerk / Seal



APPROVED AS TO FORM:

 5/13/2025  
Deputy City Attorney

Date of Execution:

ArtsOK, Inc.



By: Melinda Clonts 5/13/2025

\_\_\_\_\_  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):

\_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-731, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and Broken Arrow Genealogical Society

**Background:**

The attached use agreement grants a license to allow Broken Arrow Genealogical Society to inhabit the building located at 400 South Main Street. The agreement runs from the date of signature until June 30, 2026.

**Cost:** \$3,800 plus any major maintenance required

**Funding Source:** General Fund

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

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

**Attachments:** Use Agreement for Broken Arrow Genealogical Society

**Recommendation:**

Approve and authorize execution of an annual use agreement between the City of Broken Arrow and Broken Arrow Genealogical Society.



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW GENEALOGICAL SOCIETY**

This Agreement is entered by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Genealogical Society (**Licensee**).

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the Genealogical Library located in the Museum Broken Arrow located at 400 S. Main St. (**Premises**).

**City** agrees to pay for the electrical and natural gas costs of the **Premises** during the full term of this Agreement not to exceed \$3,800.00. All utility usage must be reasonable. In the event of an unreasonable or illegal usage of utilities, or usage that exceeds the allotted \$3,800.00, the **Licensee** shall be responsible.

**Licensee** shall provide at least one individual to monitor the **Premises** during all operating hours and all **Licensee** activities.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances, the **Licensee** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The Licensee shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the City. The Licensee shall be responsible for obtaining all necessary permits from the City and County to serve/sell alcohol and or beer.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between **the City** and the **Licensee**.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.



Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## II. TERM

The term of this license shall commence on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

## III. IMPROVEMENTS

The **Premises** shall remain the property of the **City**, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (**Liaison**). Further, no improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the **Liaison**.



**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures, or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Genealogical Society. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks. The **Licensee** shall be provided with two keys. Any replacement or duplication of keys shall be at the sole cost of the **Licensee**.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

#### IV. MAINTENANCE

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage, or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees, or others who may be on the **Premises** that the **Licensee** has allowed use of the **Premises**.

**Licensee** acknowledges that access to mechanical rooms and the equipment therein is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction.

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems, elevator and structural components of the **Premises**, and the parking areas and outdoor lighting fixtures. The **Licensee** shall maintain, replace, or repair any minor maintenance item that is considered routine in nature of the **Premises**,



which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs; operation of security system), HVAC systems (setting thermostats, changing batteries in thermostats), and structural components (pest control) of the **Premises**. The **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artifacts.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit the same in a commercial dumpster provided by the **City**.

The **City** shall mow and fertilize the outdoor area surrounding the Premises.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.

**Licensee** shall lock and secure the **Premises** after each use.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.

The **City** retains the right to enter any portion of the **Premises** at any and all times, with reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the **City** under this Agreement. No notice shall be required in an emergency situation to enter the premises or repair the same.

**City** shall be responsible for clearing of all snow and ice from the parking lot and sidewalk areas.

In the event any landscaping is installed by the Licensee, the **Licensee** shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the **City's** responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the City and shall be maintained at the City's sole discretion.

All services, maintenance, repairs or other work required to be done by the City herein, shall be done at the City's sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall



be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## V. INDEMNIFICATION

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. Not including City employees.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions, and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## VI. INSURANCE AND WAIVER OF SUBROGATION

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk



Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating, and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions, and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or estopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager.

This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State, and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

The parties have caused this Agreement to be executed on the dates hereinafter set forth.

City of Broken Arrow




By: Michael Spurgeon 5/14/2025  
Michael Spurgeon, City Manager

ATTEST:

Curtis Green 5/14/2025  
City Clerk / Seal



APPROVED AS TO FORM:

 5/14/2025  
Deputy City Attorney

Date of Execution:

Broken Arrow Genealogical Society

\_\_\_\_\_  
By: Jae Jaeger 5/14/2025  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):  
\_\_\_\_\_  
\_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-720, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and Broken Arrow Historical Society

**Background:**

The attached use agreement grants a license to allow Broken Arrow Historical Society to inhabit the building located at 400 South Main Street. The agreement runs from the date of signature until June 30, 2026.

**Cost:** \$26,000 plus any major maintenance required

**Funding Source:** General Fund

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

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

**Attachments:** Use Agreement for Broken Arrow Historical Society

**Recommendation:**

Approve and authorize execution of an annual use agreement between the City of Broken Arrow and Broken Arrow Historical Society.



## **USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW AND THE BROKEN ARROW HISTORICAL SOCIETY**

This Agreement is entered by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Historical Society (**Licensee**).

### **I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the Historical Museum located at 400 S. Main St. (**Premises**).

**City** agrees to pay for the electrical, natural gas costs, water and sewer costs of the **Premises** during the full term of this Agreement in an amount not to exceed \$26,000.00. Any cost over this amount shall be solely paid by the Licensee. All utility usage must be reasonable. Any utility usage that is unreasonable or is illegal shall be paid solely by the **Licensee**.

**Licensee** shall provide at least one individual to monitor the **Premises** during all **Licensee** activities.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

**Licensee** shall perform all scheduling and reservations of the **Premises**. Licensee shall allow the City to use, at no charge, the 3<sup>rd</sup> floor meeting space when schedule permits. City will pay Licensee for any museum staff's overtime expense.

In accordance with City of Broken Arrow Ordinance No. 2821, the **Historical Society** is permitted to serve alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The **Historical Society** shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the **City**. The City then issues its own permit to the Historical Society. In the event that only low-point beer will be served, only the City's permit must be obtained.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between the **City** and the **Licensee**.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.



Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

Any and all requests for assistance by the Licensee or its personnel shall be coordinated through the City Manager's Office or the City Manager's designee.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## **II. TERM**

The term of this license shall commence June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically. The Agreement does not renew automatically.



### III. IMPROVEMENTS

The **Premises** shall remain the property of the **City**, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (**Liaison**). No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the **Liaison**.

**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Historical Society. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks. **Licensee** shall be provided two keys. Any replacement or duplication of keys shall be paid by the **Licensee**.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

### IV. MAINTENANCE

**Licensee** acknowledges that it has inspected the **Premises** thoroughly, and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use, and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises**.



The **City** shall replace or repair any major maintenance item that is not routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems, and structural components of the **Premises**, the parking areas and outdoor lighting fixtures. The **Licensee** shall replace or repair any minor maintenance item that is routine in nature of the **Premises**, which may include the plumbing, electrical, HVAC systems, indoor lightbulb replacement and structural components of the **Premises**. The **Licensee** will be responsible for the replacement or repair any portion of the actual structures involved in displaying artifacts in the exhibit gallery.

The **City** shall schedule and pay for all maintenance and annual inspections required on the elevator contained within the structure.

The **City** shall mow and fertilize the outdoor area surrounding the **Premises**.

The **City** shall perform all clearing of snow and ice from the parking lots and sidewalks of the premises.

The **City** shall conduct annual cleaning and any needed repairs of humidifier.

The **City** shall manage and/or conduct fire extinguisher and fire suppression inspections.

The **Licensee** shall be responsible for keeping the mural in good condition and shall be responsible to repair any vandalism, damage or major wear and tear to the mural. The **Licensee** has purchased insurance to address any issues related to damage or vandalism to the mural and shall utilize the insurance coverage to repair any damage or vandalism to the mural.

**Licensee** is responsible for routine carpet and other flooring cleaning and upkeep, including any stain removal. Professional carpet cleaning services may be hired at the expense of **Licensee** with prior approval from the **City**. Carpet and flooring will be inspected regularly by **City**. Any carpet replacement due to normal wear and tear is the responsibility of and at the discretion of the **City** (typically every 10-20 years depending on use).

In the event that the indoor paint needs to be refreshed or repaired, **Licensee** shall be responsible for the cost and repair. All work must be done with express written permission of the **City Manager** prior to the work being performed. The **City** reserves the right to approve the painter(s) for the project. Outside painting shall be performed by the **City** and shall be at the **City's** sole discretion.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit the same in a commercial dumpster provided by the **City**.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.



**Licensee** shall lock and secure the **Premises** after each use. All electrical, mechanical and technology rooms shall be kept clear of debris by the **Licensee** at all times and shall be accessible only to City personnel. Additionally, areas around electrical panels, HVAC equipment and fire suppression equipment must be kept clear and accessible at all times.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair or routine maintenance on the **Premises** as a result of the acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties. Any damage to personal property caused by the failure of the City to maintain an item shall be repaired or replaced by the City at its discretion.

The **City** retains the right to enter any portion of the **Premises** at any and all times, reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the **City** under this Agreement. In the event of an emergency, no notice shall be required to enter or repair the premises.

In the event any landscaping is installed by the Licensee, the Licensee shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the City's responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the City and shall be maintained at the City's sole discretion.

Any maintenance, repair, cleaning, or service required from the **City** hereunder shall be performed at the **City's** sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for



furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## **VI. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right



to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or estopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager or his designee.

This Agreement is not a waiver of any permit or other legal requirements, and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

City of Broken Arrow

By: Michael Spurgeon 5/13/2025  
Michael L. Spurgeon, City Manager

Attested:

Curtis Green 5/13/2025  
City Clerk /Seal





AS APPROVED TO FORM:



5/13/2025

Deputy City Attorney

Broken Arrow Historical Society

By: GARY GERBER 5/12/2025  
Historical Society President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises  
address):

\_\_\_\_\_  
\_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-728, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute an annual use agreement between the City of Broken Arrow and Broken Arrow MVA d/b/a Military History Center

**Background:**

The attached use agreement grants a license allowing Broken Arrow Military History Center to inhabit the building at 112 North Main Street. The agreement runs from the date of signature until June 30, 2026.

**Cost:** \$13,000.00 plus any major maintenance required

**Funding Source:** General Fund

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

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

**Attachments:** Use Agreement for Broken Arrow Military History Center

**Recommendation:**

Approve and authorize execution of an annual use agreement between the City of Broken Arrow and Broken Arrow Military History Center.



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW MVA D/B/A MILITARY HISTORY CENTER**

This Agreement is entered , by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow MVA dba “Military History Center” (**Licensee**).

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the Military History Center located at 112 N. Main St. (**Premises**).

**City** agrees to pay for the electrical and natural gas costs, water and sewer costs of the **Premises** during the full term of this Agreement not to exceed \$13,000.00 per fiscal year. Any usage over this amount shall be paid solely by the Licensee. All utility usage shall be reasonable. Any unreasonable or illegal utility usage shall be paid solely by the Licensee.

**Licensee** shall provide at least one individual to monitor the **Premises** during operating hours and all **Licensee** activities.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee’s Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City’s City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee’s Board of Directors and replace the individual with another sitting member of the City’s City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee’s bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee’s** status, the **City** reserves the right to examine **Licensee’s** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances, the **Military History Center** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The Military History Center shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the City. The Military History Center shall be responsible for obtaining all necessary permits from the City and County to serve/sell alcohol and or beer.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between the **City** and the **Licensee**.



Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## **II. TERM**

The term of this license shall commence on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

## **III. IMPROVEMENTS**

The Premises shall remain the property of the City, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (Liaison). No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the Liaison.



**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Military History Center. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

#### **IV. MAINTENANCE**

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises** that the **Licensee** has allowed use of the **Premises**.

**Licensee** acknowledges that access to mechanical rooms and the equipment therein is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction. **Licensee** may store, at **Licensee's** risk, non-perishable, non-artifact items in the basement of the **Premises**. The **City** will not be responsible for damages to items stored. **Said storage in the basement shall not block or otherwise impede access areas for maintenance personnel.**

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems and structural components of



the **Premises**, and the parking areas and outdoor lighting fixtures. The **Licensee** shall maintain, replace, or repair any minor maintenance item that is considered routine in nature of the **Premises**, which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs; operation of security system), and structural components (pest control) of the **Premises**. The **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artifacts in the exhibit gallery.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit in a commercial dumpster provided by the **Licensee**.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.

**Licensee** shall lock and secure the **Premises** after each use. The **Licensee** has been provided two keys. Any replacement or duplicate key costs shall be solely borne by the **Licensee**.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.

The **City** retains the right to enter any portion of the **Premises** at any and all times, with reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the **City** under this Agreement. That in the event of an emergency, no notice shall be required to enter or repair premises.

The **City** shall mow and fertilize the outdoor area surrounding the Premises.

The **City** shall perform all clearing of snow and ice from the parking lots and sidewalks of the premises.

The **City** shall be responsible for window washing.

The **City** shall be responsible for all fire suppression and extinguisher systems and shall conduct all inspections.

In the event any landscaping is installed by the **Licensee**, the **Licensee** shall be responsible for maintenance and upkeep. Any landscaping installed by the **City**, shall be the **City's** responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the **City** and shall be maintained at the **City's** sole discretion.

Any maintenance, repair, cleaning or service required of the **City** herein, shall be at the **City's**



sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. MILITARY EQUIPMENT (NON-OPERATIONAL)**

**Licensee** may install and display non-operational military equipment and non-operational firearms at its own risk and expense, either inside or outside the building, as a means of increasing public awareness of the Military History Center. Before any non-operational military equipment can be displayed outside of the building, the City Manager or his designee must approve of the proposed display. If installed outdoors, this non-operational equipment shall be secured with suitable anchors to the ground or concrete pad to discourage theft.

## **VI. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. Not including City employees.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.



**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## **VII. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VIII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager.

This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.



This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

City of Broken Arrow

By: Michael Spurgeon 5/14/2025  
Michael L. Spurgeon, City Manager

ATTEST:

Curtis Green

5/14/2025

City Clerk / Seal





APPROVED AS TO FORM  
2002  
Deputy City Attorney

Deputy City Attorney

Date of Execution:

Broken Arrow Military History Center

By: Tom Mancino 5/14/2025  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):





# City of Broken Arrow

## Request for Action

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**File #: 25-719, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute an annual use agreement and sublease between the City of Broken Arrow and Broken Arrow Veterans Center, Inc.

**Background:**

The attached use agreement and sublease grants a license allowing Broken Arrow Veterans, Inc. to inhabit the building located at 1117 South Main Street. The agreement runs from the date of signature until June 30, 2026.

**Cost:** \$10,000.00 plus any major maintenance required

**Funding Source:** General Fund

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

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

**Attachments:** Use Agreement and Sublease for Broken Arrow Veterans, Inc.

**Recommendation:**

Approve and authorize execution of an annual use agreement and sublease between the City of Broken Arrow and Broken Arrow Veterans, Inc.



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW VETERANS CENTER, INC.**

This Agreement is entered , by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Veterans Center, Inc. (**Licensee**). The **Licensee** is currently comprised of five entities consisting of American Legion Post 110, Veterans of Foreign Wars Post 10887, Blue Star Mothers Chapter 5, Military Order of the Purple Heart Chapter 589 and Vietnam Veterans of America Post 216.

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the **Broken Arrow Veteran's Center** located at 1117 South Main Street, Broken Arrow, OK. (**Premises**).

**City** agrees to pay for the electrical, natural gas, water and sewer costs on behalf of the **Premises** during the full term of this Agreement in an amount not to exceed \$10,000.00. Licensee shall be solely responsible for any amounts over the allotted amount above. All utility usage must be reasonable. Any unreasonable or illegal utility usage shall be the sole expense of the Licensee.

**Licensee** shall provide at least one individual belonging to the organization to monitor the **Premises** during operating hours and all **Licensee** activities.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances and Oklahoma State Law, the **Broken Arrow Veteran's Center** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The Broken Arrow Veteran's Center shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the City of Broken Arrow. The Broken Arrow Veteran's Center shall be responsible for obtaining all necessary permits from the City, County and State to serve/sell alcohol and/or beer.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.



The **City** retains the right to use any extra space, including the large meeting room, at no charge to the **City**.

The **Licensee** agrees to allow **City** personnel access to and use of all of its technological equipment.

Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## II. TERM



The term of this license shall commence beginning on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

### **III. IMPROVEMENTS**

The Premises shall remain the property of the City, and may not be modified, altered, or destroyed without the prior written permission of the City Manager. No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the City Manager. The City shall have the absolute right to both choose and approve any contractor selected to perform any construction or alterations of the premises.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**. The cost of all telephone, cable and internet charges shall be borne by the **Licensee**.

Any improvements, structures, or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Broken Arrow Veteran's Center. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks. The **Licensee** has been provided two keys. Any replacement or duplicate keys shall be the sole expense of the **Licensee**.

### **IV. MAINTENANCE AND USE**

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.



**Licensee** agrees to take all reasonable precautions to prevent waste, damage or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises** that the **Licensee** has allowed use of the **Premises**.

**Licensee** acknowledges that access to mechanical rooms and the equipment therein is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction.

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems and structural components of the **Premises**, and the parking areas and outdoor lighting fixtures. The **Licensee** shall maintain, replace or repair any minor maintenance item that is considered routine in nature of the **Premises**, which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs; operation of security system), and structural components (pest control) of the **Premises**. The **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artifacts in the exhibit gallery. All artifacts displayed shall be non-operable.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and is responsible for the payment of all trash service.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.

**Licensee** shall lock and secure the **Premises** after each use.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.

The **City** shall mow and fertilize the outdoor area surrounding the **Premises**.

The **City** shall maintain all fire suppression and extinguisher systems and conduct all required inspections and maintenance.

The **City** shall be responsible for all snow and ice removal of the parking lot and sidewalks.

The **City** shall be responsible for window washing.

The **City** retains the right to enter any portion of the **Premises** at any and all times, with reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or



for any other purpose incidental to the rights of the **City** under this Agreement. In the event of an emergency, no notice shall be required to enter or repair the premises.

In the event any landscaping is installed by the Licensee, the Licensee shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the City's responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the City and shall be maintained at the City's sole discretion.

All maintenance, repair, cleaning or services provided by the City herein shall be at its sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. MILITARY EQUIPMENT (NON-OPERATIONAL)**

**Licensee** may install and display non-operational military equipment and non-operational firearms at its own risk and expense, either inside or outside the building, as a means of increasing public awareness of the Broken Arrow Veteran's Center. Before any non-operational military equipment can be displayed outside of the building, the City Manager or his designee must approve of the proposed display. If installed outdoors, this non-operational equipment shall be secured with suitable anchors to the ground or concrete pad to discourage theft and protect against injury.

## **VI. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. This provision does not include Broken Arrow City Employees.



As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## **VII. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating, and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VIII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any



other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned, or encumbered by **Licensee**. The Licensee is permitted to sublease part of the leased premises to the Oklahoma Department of Veteran's Affairs as detailed in the sublease attached in "Exhibit A" hereto and specifically approved and incorporated herein.

This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

City of Broken Arrow

By: Michael Spurgeon 5/13/2025  
Michael L. Spurgeon, City Manager

ATTEST:

Curtis Green

5/13/2025

Clerk / Seal






APPROVED AS TO FORM:



5/13/2025

Deputy City Attorney

Broken Arrow Veterans Center, Inc.

By:  5/12/2025  
Director

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):  
\_\_\_\_\_  
\_\_\_\_\_



**EXHIBIT A TO USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW VETERANS CENTER, INC.**

This Agreement is entered, by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Veterans Center, Inc. (**Licensee**). The **Licensee** is currently comprised of five entities consisting of American Legion Post 110, Veterans of Foreign Wars Post 10887, Blue Star Mothers Chapter 5, Military Order of the Purple Heart Chapter 589 and Vietnam Veterans of America Post 216.

**I. RECITALS**

1. A Use Agreement was executed by and between the parties herein to take effect on the 30<sup>th</sup> day of June 2025.
2. That the Broken Arrow Veterans Center Inc. desires to sublease part the leased premises to the Oklahoma Department of Veterans Affairs beginning on the 30<sup>th</sup> day of June 2025.
3. That the sublease is hereby approved by the City of Broken Arrow and specifically incorporated into the original use agreement by reference herein. All other terms and conditions contained within the original use agreement remain the same.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by all parties.

City of Broken Arrow




By: Michael Spurgeon 5/13/2025  
Michael I. Spurgeon, City Manager

ATTEST:

Curtis Green 5/13/2025  
City Clerk / Seal



APPROVED AS TO FORM:

 5/13/2025  
Deputy City Attorney

Broken Arrow Veterans Center, Inc.

By: [Signature] 5/12/2025  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):

\_\_\_\_\_  
\_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-742, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Notification of City Manager's and Assistant City Manager's execution of Professional Consultant Agreements and Amendments to an Agreement, as well as public Construction Contracts not subject to the Competitive Bid Act, with a Contract value of \$50,000 or less

**Background:**

The City Council has authorized the City Manager, or his designee, by ordinance to execute contracts for the purchase of supplies, materials, and other services in accordance with the limitations prescribed by the City of Broken Arrow Purchasing manual or other procedures established by the City Manager. The Purchasing Manual establishes a limitation up to including \$50,000.00 for the City Manager and, in turn, the City Manager has identified a limitation up to and including \$15,000.00 for the Assistant City Managers.

In an effort to keep the governing body and the public apprised of administration's contractual actions. Staff is submitting the following contracts, including professional consultant contracts and amendments, and public construction contracts not subject to the State of Oklahoma Public Competitive Bid Act, for notification purposes only. No further action is required by the Governing Body.

The City Manager or Assistant City Managers have approved the following Professional Consultant Agreements:

- Professional Consultant Services Agreement to perform 2D HEC-RAS Modeling Training, Project Number 2552190 - Freese and Nichols, Inc.

**Cost:** \$7,500.00

**Funding Source:** Stormwater Operational Budget

**Requested By:** Charlie Bright, PE, Director of Engineering and Construction

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

**Attachments:** AE Agreement with Freese and Nichols, Inc.- 2552190

**Recommendation:**



No Action Required



**CITY OF BROKEN ARROW  
PROFESSIONAL SERVICES AGREEMENT  
2D HEC-RAS MODELING TRAINING  
PROJECT NUMBER: 2552190**

**1. PROFESSIONAL SERVICE PROVIDER:**

- a. Name: Freese and Nichols, Inc.
- b. Telephone No.: 539.444.8677
- c. Address: 5100 E. Skelly Dr., Suite 602 Tulsa, OK 74135

**2. PROJECT TITLE AND LOCATION: 2D RAIN ON MESH HEC-RAS TRAINING.**

**3. Contract for:** Providing professional survey services associated with public works projects for the City of Broken Arrow. Professional services to include providing 2D HEC-RAS modeling training. The Professional Service Provider shall perform all duties, responsibilities and requirements set out in Attachment A hereto. The Professional Service Provider agrees that this professional service shall be treated as an important service to the City and also agrees to commit the time necessary to perform the professional services in a professional manner.

**4. Compensation:** Professional Service Provider shall be compensated at the hourly rate in accordance with attached hourly rate schedule and the total compensation under this contract is Not to Exceed Seven Thousand Five Hundred and No/100 (\$7,500.00) for the entire Scope of the Professional Services rendered. The parties agree that the Professional Service Provider's position is not a traditional City employee position; therefore, the foregoing constitutes all the benefits and other forms of compensation due the Professional Service Provider, acting in the role of an independent contractor, and therefore ineligible for all other benefits paid to regular full-time City employees. The Professional Service Provider shall be responsible for his own vehicle expenses and any other indirect costs incurred in fulfilling the stated contract requirements. The Professional Service Provider agrees to abide by and comply with all of the City's Administrative Policies.

**5. Invoicing and Payment:** The Professional Service Provider shall submit invoices requesting payment for services rendered to the City monthly in accordance with actual progress of the work on each work item. The invoices shall be in a format satisfactory to the City. Payment will be made within 30 days following the first eligible City Council meeting occurring after the date on the invoice.

**6. Time for Performance:** These duties, responsibilities and requirements shall begin upon the execution of this Contract and training shall be conducted May 28-29, 2025 at the City's Operation Building located at 485 N. Poplar Ave.



**CITY OF BROKEN ARROW  
PROFESSIONAL SERVICES AGREEMENT  
2D HEC-RAS MODELING TRAINING  
PROJECT NUMBER: 2552190**

**1. PROFESSIONAL SERVICE PROVIDER:**

- a. Name: Freese and Nichols, Inc.
- b. Telephone No.: 539.444.8677
- c. Address: 5100 E. Skelly Dr., Suite 602 Tulsa, OK 74135

**2. PROJECT TITLE AND LOCATION: 2D RAIN ON MESH HEC-RAS TRAINING.**

**3. Contract for:** Providing professional survey services associated with public works projects for the City of Broken Arrow. Professional services to include providing 2D HEC-RAS modeling training. The Professional Service Provider shall perform all duties, responsibilities and requirements set out in Attachment A hereto. The Professional Service Provider agrees that this professional service shall be treated as an important service to the City and also agrees to commit the time necessary to perform the professional services in a professional manner.

**4. Compensation:** Professional Service Provider shall be compensated at the hourly rate in accordance with attached hourly rate schedule and the total compensation under this contract is Not to Exceed Seven Thousand Five Hundred and No/100 (\$7,500.00) for the entire Scope of the Professional Services rendered. The parties agree that the Professional Service Provider's position is not a traditional City employee position; therefore, the foregoing constitutes all the benefits and other forms of compensation due the Professional Service Provider, acting in the role of an independent contractor, and therefore ineligible for all other benefits paid to regular full-time City employees. The Professional Service Provider shall be responsible for his own vehicle expenses and any other indirect costs incurred in fulfilling the stated contract requirements. The Professional Service Provider agrees to abide by and comply with all of the City's Administrative Policies.

**5. Invoicing and Payment:** The Professional Service Provider shall submit invoices requesting payment for services rendered to the City monthly in accordance with actual progress of the work on each work item. The invoices shall be in a format satisfactory to the City. Payment will be made within 30 days following the first eligible City Council meeting occurring after the date on the invoice.

**6. Time for Performance:** These duties, responsibilities and requirements shall begin upon the execution of this Contract and training shall be conducted May 28-29, 2025 at the City's Operation Building located at 485 N. Poplar Ave.



**7. Insurance:** The Professional Service Provider shall acquire all insurance policies required for professional liability insurance, general liability, auto insurance, workers' compensation and/or health insurance. The Professional Service Provider shall provide proof of general liability and professional liability insurance coverage to the City on or before the effective date of this Agreement.

During the performance of the services under this Professional Services Contract, the Professional Service Provider shall maintain the insurance coverage required below and the City shall be named as an Additional Insured on each required policy:

- (1) General Liability Insurance, with a combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate;
- (2) Automobile Liability Insurance, with a combined single limit of not less than \$1,000,000 for each person, not less than \$1,000,000 for each accident and not less than \$1,000,000 for property damage; and
- (3) Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.

**8. Indemnification:** The Professional Services Provider agrees to defend, indemnify, and hold harmless the City, and its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by the negligent or intentional acts, errors, or omissions of The Professional Services Provider, its agents or employees.

**9. Immigration Compliance:** The Professional Service Provider shall comply in all respects with all immigration-related laws, statutes, ordinances and regulations including without limitation, the Immigration and Nationality Act, as amended, the Immigration Reform and Control Act of 1986, as amended, and the Oklahoma Taxpayer and Citizen Protection Act of 2007 (Oklahoma HB 1804) and any successor laws, ordinances or regulations (collectively, the Immigration Laws”).

**10. Governing Documents:** The parties agree to perform this contract in strict accordance with the clauses, provisions, and the documents identified as follows, all of which are made part of this contract. In the event of conflict, these documents shall be interpreted in the following order:

- a. This Contract
- b. Attachment A to this Contract
- c. Duly Authorized Amendments arising out of this Contract

**11. Electronic Signatures:**

The Parties agree this transaction may be completed by electronic means and an electronic signature on this Contract will be given the same legal effect as a handwritten signature and cannot be denied enforceability solely because is it in electronic form. If the Professional Services Provider signs this Contract electronically and/or submits documents electronically, the Professional Services Provider agrees to comply with the City's requirements for submission of



electronically signed and/or submitted documents.

**12. Governing Law:** This agreement shall be governed by the laws of the State of Oklahoma and venue for any action concerning this Agreement shall be in the District Court of Tulsa County, Oklahoma.

**13. Entirety of Agreement:** The foregoing Professional Services Contract supersedes all previous negotiations and may not be modified except by a written order executed by the parties hereto.

**14. Effective Date:** This Contract is effective shall be effective upon signature of both parties.

REMAINDER OF PAGE INTENTIONALLY BLANK



IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized officers or representatives on the dates set forth below.

City of Broken Arrow, a municipal corporation:

By: Michael Spurgeon  
Michael Spurgeon, City Manager

Date: 5/14/25

Attest: Curtis Green  
City Clerk [Seal]

Date: 5/20/2025



Professional Service Provider:  
Freese and Nichols, Inc.

By: Scott Hubley  
Scott Hubley, P.E.

Title: Principal & Vice President

Date: 5/13/25

Attest: Austin Dugger  
By: Austin Dugger, P.E.

Title: Project Manager

Date: 5/13/2025

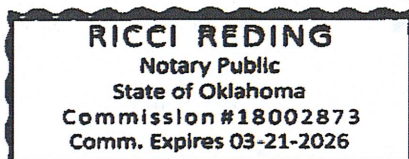
Approved as to form:

D. Graham Parker  
Assistant City Attorney

### VERIFICATIONS

State of Oklahoma )  
                                  ) §  
County of Tulsa     )

Before me, a Notary Public, on this 13 day of May 2025, personally appeared Scott Hubley, known to me to be the (President, Vice-President, Corporate Officer, Member, Partner or Other: \_\_\_\_\_ (Please circle or specify) of Freese and Nichols, Inc. to be the identical person who executed the within and foregoing instrument, and acknowledged to me that s/he executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.



Ricci Reding  
Notary Public



**CITY OF BROKEN ARROW  
PROFESSIONAL SERVICES AGREEMENT  
2D HEC-RAS MODELING TRAINING  
PROJECT NUMBER: 2552190**

**ATTACHMENT A**

**SP - 1.0 SCOPE OF THE PROJECT:**

1.1. Providing Professional Training Services associated with HEC-RAS Rain on Mesh 2D Modeling. Refer to Attachment B for entire scope of work. Work performed under the contract shall be performed on a not to exceed contract as requested by the City.

**SP- 2.0 SERVICES OF THE CITY: THE CITY WILL:**

2.1. Furnish to Professional Service Provider all data in its possession, and needed engineering guidance as necessary for the service provider to complete the contract requirements.

2.2. Designate in writing a person to act as its representative in respect to the work to be performed under this agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the City's policies and decisions with respect to materials, equipment, elements and systems pertinent to the services covered by this agreement.

**SP - 3.0 SCOPE OF SERVICES: THE PROFESSIONAL SERVICE PROVIDER SHALL:**

3.1 The Professional Service Provider shall provide 2D HEC-RAS Rain on Mesh Modeling Training.

3.2 Work will be a not to exceed contract all costs associated with the performance of the work, including any support and supervision cost required from the Professional Service Provider

[END OF ATTACHMENT A]





5100 E. Skelly Drive, Suite 602 • Tulsa, Oklahoma 74135 • 539-444-8677

[www.freese.com](http://www.freese.com)

May 9, 2025

Sarah Walters and Kenneth Schwab  
City of Broken Arrow  
485 N. Poplar Avenue  
Broken Arrow, OK 74012

Re: HEC-RAS 2D Version 6.6 Training

Ms. Walters and Mr. Schwab,

Freese and Nichols, Inc. (FNI) is pleased to submit this training services proposal to the City of Broken Arrow (City) for Professional Services related to HEC-RAS 2D version 6.6 training two-day workshop costs.

### SCOPE OF SERVICES

FNI will provide professional services for the following scope of work:

- FNI will facilitate an in-person, project-based 2D Rain-on Mesh HEC-RAS modeling session using a detention pond near St. John Hospital as the case study. The purpose of this effort is to both build a pre-developed model (reflecting conditions prior to the development of St. John Hospital, using 2009 topographic data) and proposed conditions model to train City staff on the step-by-step process of model development and analysis. FNI staff will travel to the City and work on-site for up to two (2) days, collaboratively building the model with City staff and explaining each modeling step in detail. The case study will focus on Packages B and C of the provided plans and will include modeling updates based on the CAD grading plans and any additional data (e.g., 2009 topo) supplied by the City. This effort will include: (1) Reviewing and processing available site data (CAD grading, topography, design plans), (2) Constructing a pre-developed hydrologic and hydraulic model, (3) Identifying any additional modeling needs and outlining next steps, and (4) Live instruction on model setup, calibration, and review techniques.
- Learning Objectives: (1) Open, explore, and modify 2D HEC-RAS models, (2) Understand and use the new features of HEC-RAS, and (3) Build a 2D rain-on-grid HEC-RAS model from scratch. Topics Covered: (1) Overview of HEC-RAS 2D, (2) Importing Terrains and Land Cover with RASMapper, (3) Generating 2D Flow Areas and Running a 2D Model, (4) Reviewing and processing results with RASMapper, (5) Model Review and Troubleshooting, and (6) Discuss alternative modeling for detention facilities and other stormwater design.
- Workshop Outline: 20% Lecture, 70% Hands-On Modeling Exercises, 10% Q&A.
- Assumptions: One (1) instructors for in person only. The City will provide room accommodations. The City will provide all local area data to use as a project example.

### COMPENSATION

FNI proposes to furnish Professional Services for a Lump Sum fee of Seven Thousand Five Hundred Dollars (\$7,500) for the two-day workshop.

If additional information or clarification is desired, please do not hesitate to contact me at (405) 267-1281, [Austin.Dugger@freese.com](mailto:Austin.Dugger@freese.com).

Sincerely,

Austin Dugger, P.E.  
Freese and Nichols, Inc.





# City of Broken Arrow

## Request for Action

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**File #: 25-776, Version: 1**

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**Broken Arrow City Council  
Meeting of: June 2, 2025**

**Title:**

**Approval of and authorization to execute the purchase of Oklahoma Municipal Assurance Group (OMAG) Insurance Policies for Bass Pro property, General Municipal Properties including Battle Creek Property, and Auto/Mobile Equipment effective July 1, 2025**

**Background:**

Oklahoma Municipal Assurance Group (OMAG) currently provides property loss coverage to all major structures, facilities, buildings, mobile equipment, Battle Creek, and the City-owned building occupied by Bass Pro Shops.

The total property value associated with the coverage at Bass Pro Shops is \$31,925,272. The policy premium for Bass Pro Shops, through OMAG beginning July 1, 2025, is \$61,483, an increase of 10,205 from last fiscal year.

The renewal of the general municipal property policy through OMAG provides coverage for buildings and personal property (including Battle Creek) in the amount of \$290,650,739. The policy premium for the general municipal property, beginning July 1, 2025, is \$438,599, an increase of 19.03% from last fiscal year.

Renewal of the blanket mobile equipment policy is valued at \$2,227,779.00 with a premium of \$12,013 beginning July 1, 2025. The mobile equipment policy renewal increased \$2,086 from last fiscal year.

Staff recommends approval of these three policies with OMAG for the period of July 1, 2025, through July 1, 2026. The policy premiums total \$512,095. OMAG is a quasi-municipal entity that was established by State statute in 1979 to provide insurance coverage and other products to Oklahoma municipalities.

**Cost:** \$512,095

**Funding Source:** General Government 110-1700 and BAMA 220-1700

**Requested By:** Kelly Cox, Human Resources Director

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

**Attachments:** OMAG Cost Breakdown

**Recommendation:**

Approve and execute the purchase of Oklahoma Municipal Assurance Group (OMAG) Insurance Policies for the Bass Pro property, Battle Creek property, mobile equipment, and general municipal property, effective July 1, 2025.







**OMAG-Bass Pro****Property**

Buildings & BPP (business personal property)  
Business Income  
Earth Movement (excess)  
Equipment Breakdown  
Deductible

**2024/2025****\$51,278**

\$30,405,021  
\$750,000  
\$10,000,000  
\$30,405,021  
\$10,000

**2025/2026****\$61,483**

\$31,925,272  
\$750,000  
\$10,000,000  
\$31,925,272  
\$10,000

**OMAG-City Property****Property**

Buildings & BPP  
Equipment Breakdown  
Deductible

**\$368,475**

\$276,747,746  
\$276,747,746  
\$10,000

**\$438,599**

\$290,650,739  
\$290,650,739  
\$10,000

**OMAG-City Property****Auto/Mobile Equipment**

Physical Damage to Equipment  
Rented Equipment  
Auto Physical Damage

**\$9,927**

\$2,227,779  
\$300,000  
Per Schedule

**\$12,013**

\$2,227,779  
\$300,000  
Per Schedule

**Total****429,680****512,095**





# City of Broken Arrow

## Request for Action

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**File #: 25-745, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute the sale of the bid 25.14 for the property located at 401 E. Kenosha to CRS Sanders

**Background:**

The property located at 401 E. Kenosha was acquired by the City of Broken Arrow in 1996 through uncontested condemnation as part of the Kenosha Street widening project. The property was purchased from Allen C. Anderson for \$114,000, with funding provided by the Property Tax and Judgment Fund. Since the completion of the road project, the approximately 6,500 square foot (0.15 acre) parcel has remained inactive within the City's property inventory.

On December 3, 2024, the City Council approved the disposition of the property. Accordingly, Bid No. 25.142 for the sale of the parcel was publicly advertised on February 28, 2025. In addition to the public notice, all adjacent property owners were notified by both email and certified mail. The bid package included a current good faith appraisal valuing the property at \$120,000, which was conducted by Ace Appraisal Group, a reputable and experienced appraisal firm.

On March 26, 2025, one responsive bid was received from Mike Lester with Samson Commercial, acting on behalf of CRS Sanders Investment, in the amount of \$40,000. On May 21, 2025, the governing body approved RFA 25.605, granting an extension for further research and discussion regarding the disposition of this property.

This parcel has remained idle and has provided no economic return to the City since the completion of the original street project.

Staff recommends proceeding with the sale for several reasons. The property is situated within the Downtown Residential Overlay District, which includes the Rose District, a key focus area for revitalization efforts by the City of Broken Arrow. The City has invested considerable resources in the development of this district to support long term economic and social growth. The property is landlocked and surrounded by a single adjacent property owner, rendering it impractical for independent development due to lack of access. Only one bid was received, indicating limited market interest given the parcel's constraints. The bid submitted by CRS Sanders Investment includes assurances that the parcel will be integrated with adjacent holdings, enhancing the collective utility and value of the properties. Mr. Sanders has also provided assurances of future investments in the area, which align with the City's revitalization strategy and vision for downtown Broken Arrow. These assurances include an increase in density in the Rose District which will increase sales tax generated as well as property taxes. The estimates offset the decrease in appraised value versus the purchased price.

Based on these considerations, staff supports the sale of 401 E. Kenosha to CRS Sanders Investment as a means of enabling productive use of the property and contributing to the continued growth and redevelopment of the Rose District.

**Cost:** Receive \$40,000



**Funding Source:** Reimbursement to the General Fund

**Requested By:** Ryan Baze, Director of Maintenance Services

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

**Attachments:** Bid #25-142 - Property Bid Invitation 401 E Kenosha St\_  
Bid #25-142 - Property Bid Invitation 401 E Kenosha St-Tabulation

**Recommendation:**

Approval of and authorization to execute the sale of the bid 25.14 for the property located at 401 E. Kenosha to CRS Sanders



**Legal Name of Bidder:**

**Bid #25.142**



## **CITY OF BROKEN ARROW**

February 28, 2025

**Bid Number: 25.142**

### **Property Bid Invitation 401 E Kenosha St.**

The City of Broken Arrow is inviting proposals to provide a **Property Bid Invitation 401 E Kenosha St.** in accordance with the terms and conditions detailed herein. The successful firm will enter into an agreement effective from the date of the City Council award.

If you or your firm is interested in participating in the solicitation and review process, please submit a copy of your bid to:

City of Broken Arrow Purchasing Division, 1700 West Detroit, Broken Arrow OK. 74012 (East Building) **on or before 10:30 a.m. CST, Wednesday, March 26, 2025 Bid REVIEW will be on the same day at 11:00am CST** at the Broken Arrow Purchasing Office 1700 West Detroit, Broken Arrow, OK 74012. **Late bids will not be considered.**

Proposed pricing may be disclosed at a public meeting to receive and file responses of this and other solicitations, and at the Broken Arrow City Council Meeting. Contractual agreements of this nature require the disposal of public assets; therefore, it should be noted that all other information provided in your response will be considered proprietary and will not be divulged during the proposal review process. The successful proposer shall understand; however, that portions (potentially all) of their proposal (including any final contracts) will become public record after its acceptance by the City of Broken Arrow City Council.

Questions or additional information requests should be directed to the City of Broken Arrow

City of Broken Arrow - Purchasing Department  
Attention: Blake Dampf, Purchasing Manager  
918-259-7000 ext. 7366

**THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT**



**Bid Number: 25.142**

**Title: Property Bid Invitation 401 E Kenosha St.**

**PURPOSE:** City of Broken Arrow wishes to sell the property. For the **Property Bid Invitation 401 E Kenosha St. for the City of Broken Arrow** according to the terms and conditions set forth in this bid (25.142).

1. **CONTRACT AWARD:** The City of Broken Arrow reserves the right to select the most advantageous bid and may award the contract at the discretion of the Broken Arrow City Council.
2. **CONTRACT ADMINISTRATOR:** The following individual shall serve as the monitor of the conditions of the contract and shall work directly with the buyer on a regular basis in scheduling and coordinating performance of services, answering technical questions in connection with the sale, and providing general direction under the resulting contract: Grant Rissler, Asset Manager.
3. **QUESTIONS REGARDING THE BID:** Email any technical issue and specification questions pertaining to this BID to [bdampf@brokenarrowok.gov](mailto:bdampf@brokenarrowok.gov) by **3:00 p.m. on Tuesday, March 25, 2025**. Include a phone number and specifically reference the section of the BID in question. All questions must be submitted in writing **and submitted 48 hours prior to bid closing**. Questions and answers will be distributed to all suppliers solicited to avoid any unfair advantage. These guidelines for communication have been established to ensure a fair and equitable evaluation process for all respondents. Any attempt to bypass the above lines of communication may be perceived as establishing an unfair or biased process and could lead to disqualification as a potential supplier. Any statements made by the district representatives do not modify the terms, conditions, and specifications of this BID. Any changes to this BID will be issued in a written addendum to the solicitation.
4. **STATEMENT OF NEED:** The buyer shall be capable of providing a bid amount, buyer information, financing, purchase timeline, earnest money deposit, special conditions and/or requests, and proposal validity. This shall be for **Property Bid Invitation 401 E Kenosha St.** listed in the BID response, in accordance with the terms and conditions stated herein in Section 5. Proposals will be evaluated based on price offered, buyer's financial strength, timeline, buyer's reputation, and any or other terms and conditions.
  - **Buyer is responsible for all closing costs.**
  - **Closing must be done in Broken Arrow, OK**
5. **GENERAL TASKS:** The buyer shall be responsible for the following minimum general requirements:

**PROPOSAL REQUIREMENTS:**

Interested parties must submit a complete proposal that includes the following:

- **Bid Amount:** The total price being offered for the property.
  - The Buyer is responsible for all closing cost in addition to bid amount.

**THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT**



- **Buyer Information:** Company or individual name, contact information, and relevant background or qualifications.
- **Financing:** Clear description of the method of financing (e.g., cash, mortgage, etc.), along with proof of funds or a pre-approval letter from a financial institution.
- **Purchase Timeline:** Expected closing date and any contingencies, including financing or inspections.
- **Earnest Money Deposit:** Amount and timing of the earnest money deposit (minimum \$10,000).
- **Special Conditions or Requests:** Any specific terms or conditions (e.g., property inspection, environmental assessment, etc.).
- **Proposal Validity:** Proposal must be valid for a minimum of 60 days from the proposal deadline.
- **Title Commitment:** In the event buyer obtains a title commitment with valid title requirements, seller has the option to exercise a 30-day extension to cure title requirements or cancel the contract.

#### **EVALUATION CRITERIA:**

Proposals will be evaluated based on the following:

- **Price Offered:** Competitive and fair pricing.
  - **Buyer's Financial Strength:** Demonstrated ability to finance the purchase.
  - **Timeline:** Ability to meet the proposed timeline and contingencies.
  - **Buyer's Reputation:** Track record and capability to close the transaction smoothly.
  - **Other Terms & Conditions:** Flexibility or additional terms that may be beneficial to the seller.
6. **CITY LIABILITY:** Nothing in these specifications or any future agreement, which may be formulated, will bind the City of Broken Arrow for payment of any fees:

#### **7. AUTHORITY IN CITY COUNCIL:**

- 7.1. The City Council shall have the authority to award contract within the purview of this title.
- 7.2. Responsive and responsible bidder. Contract shall be awarded to the responsive and responsible bidder. In determining the "responsive and responsible bidder" in addition to price, the following factors shall be considered:
- The ability and capacity of the bidder to perform the contract.
  - Whether the bidder can perform the contract promptly or within the time specified, without delay or interference.
  - The character, integrity, reputation, judgment, experience and efficiency of the bidder.
  - The quality of performance for previous contracts.
  - The previous and existing compliance by the bidder with laws and ordinances relating to contracts.
  - The sufficiency of financial resources and ability of the bidder to perform the contract.
  - The number and scope of conditions attached to the bid.

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



- The ultimate revenue to The City of Broken Arrow.

## 8. EXCEPTIONS:

All exceptions must be fully explained on a separate page entitled “Exceptions,” giving reference to the page and paragraph where the exception is being taken. Failure to comply with this requirement could result in bid proposal being rejected. The City reserves the right to waive minor technicalities under these specifications.

## 9. PROPOSAL SUBMISSION REQUIREMENTS:

Bidders shall sign this form in the space provided on the “Terms” and “Signature Sheet” and return bid documents to: The City of Broken Arrow, Purchasing Division, 1700 W. Detroit. If mailed, mail to P.O. Box 610, Broken Arrow, Oklahoma 74013.

**Bid documents must be returned in a sealed envelope.**

- **Mark outside on the front of an envelope; both a and b:**
  - a. **Invitation for BID# 25.142**
  - b. **Property Bid Invitation 401 E Kenosha St.**
- **Opening date of BID Wednesday, March 26, 2025**
- **Property Bid Invitation 401 E Kenosha St.**
- **Exhibit 1 and Exhibit 2**
- **Attachments B, C, & D completed and signed, as required.**
- **Attachments B, C, & D must have a valid notary stamp and signature.**

- 10. PROPOSAL AWARD:** City of Broken Arrow will review all proposals and make a recommendation to the Broken Arrow City Council for award to the most advantageous and responsible offeror(s) who submits the proposal that is in the best interest of the City of Broken Arrow. Services may not commence until such approval is obtained.

## 11. TERMS AND CONDITIONS

### 11.1. DEFINITIONS

- ITB means Invitation to Bid
- Solicitation means an Invitation to Bid
- City means the City of Broken Arrow

### 11.2. EXPLANATION TO BIDDERS

Bidders who need clarifications shall contact the Purchasing Division or the individual shown on the ITB. Oral explanations or instructions given before bid opening will not be binding. Any information given to a bidder concerning a solicitation will be provided promptly to all other bidders as an amendment, if that information is necessary in submitting bids or if the lack of it would be prejudicial to other bidders.

### 11.3. TYPE OF CONTRACT

This proposal is submitted in response to a real estate purchase agreement for the sale of 401 E Kenosha. The contract will govern the terms and conditions for the

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



transfer of ownership of the specified property from the City of Broken Arrow to the buyer.

**11.4. PREPARATION OF BIDS**

- Bidders are expected to examine the solicitation, instructions, and all amendments. Failure to do so will be at the bidder's risk.
- Each bidder shall provide the information required by the solicitation. Bids shall be typewritten or written in ink and signed. Penciled bids will not be accepted. The person signing the bid shall initial erasures or other changes.
- Unit price shall be entered on the form provided or a copy thereof.
- Recipients of this solicitation not responding with a bid shall return only the "Statement of No Interest."

**11.5. AMENDMENTS TO INVITATION TO BID**

- If this solicitation is amended, then all terms and conditions, which are not modified, remain unchanged.
- Bidders shall acknowledge receipt of any amendment to this solicitation by signing and returning the amendment with the bid documents.

**11.6. ORAL AGREEMENTS**

No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in the ITB or the resulting contract. The Purchasing Division must make all modifications to the contract in writing.

**11.7. SUBMISSION, MODIFICATION, OR WITHDRAWAL OF BIDS**

- Bids and bid modifications shall be submitted on proper forms and in sealed envelopes or packages addressed to the Purchasing Division, 1700 West Detroit, Broken Arrow, Oklahoma 74012. The outside of the envelope or package shall show the opening date and time, the ITB number, and the name and address of the bidder.
- The Purchasing Division will open sealed bids at the time and place specified.
- Any bid received in the Purchasing Division after the exact time specified for receipt will not be considered.
- Bids may be withdrawn or modified by written notice if received no later than forty-eight hours before the bid opening time and date.
- City of Broken Arrow may reject any or all Bids, in whole or in part.
- A Bid may be rejected if it contains additional terms, conditions, or agreements that modify the requirements of this Invitation for Bid or attempts to limit Bidder's liability to the City.
- A Bid may be rejected if Bidder is currently in default to City on any other contract or has an outstanding indebtedness of any kind to City.
- City of Broken Arrow reserves the right to waive any formalities or minor irregularities, defects, or errors in Bids.

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



- Bid withdrawal may only be accomplished by an Authorized Agent requesting the withdrawal in person at the Purchasing office before the close of business on the Bid Submission Date.

#### **11.8. BID COMPLIANCE**

The City of Broken Arrow reserves the right to reject any bid that does not comply with the requirements and specifications of the ITB. **A bid shall be rejected when the bidder imposes terms or conditions that would modify requirements of the ITB or limit the bidder's liability to the City.**

#### **11.9. EVALUATION AND AWARD**

- The City will evaluate all bids submitted in response to this solicitation and will award a contract to the bidder(s) whose proposal is deemed the most advantageous and responsible.
- The City reserves the right to (1) reject any or all bids, (2) accept a bid that is not the lowest, and (3) waive any informalities or minor irregularities found in the bids received.
- The City may choose to accept bids based on individual items, groups of items, or the total bid amount.
- All communications regarding this sealed bid must be directed exclusively to the Purchasing Manager or the Asset Manager. Non-compliance with this directive may result in the rejection of the bid.

#### **11.10. NOTICE OF AWARD**

Notice of award letter resulting from this BID will be furnished to the successful bidder and shall result in a binding contract without further action by either party. No additions, deletions or changes of any kind shall be made to this contract without prior written approval of the Director over the Purchasing Division.

#### **11.11. TERMINATION OF CONTRACT**

- The City may cancel with just cause upon written notification to the buyer.
- Immediate cancellation shall be administered when violations are found to be an impediment to the function of the City and detrimental to its cause, or when conditions preclude the thirty (30) day notice.
- In the event buyer obtains a title commitment with valid title requirements, seller has the option to cancel the contract.

#### **11.12. EXTENSION OF CONTRACT**

- The City may extend the term of this contract up to ninety (90) days if mutually agreed upon by both parties in writing.
- In the event buyer obtains a title commitment with valid title requirements, seller has the option to exercise a 30-day extension to cure title requirements.



**11.13. GRATUITIES**

The right of the successful bidder to perform under this contract may be terminated by written notice if the Purchasing Division determines that the successful bidder, or its agent or another representative offered or gave a gratuity (e.g., an entertainment or gift) to an officer, official or employee of the City to obtain a contract.

**11.14. BID CONFORMITY**

By submitting a response to this solicitation, the bidder attests that the supplies or services conform to specified contract requirements.

**11.15. CONFLICT OF INTEREST**

The Invitation to Bid hereunder is subject to the provisions of the Oklahoma Statutes. All bidders must disclose with the bid the name of any officer, director or agency that is also an employee of the City of Broken Arrow or any of its agencies. Further, all bidders must disclose the name of any City Official or City Employee who owns, directly or indirectly, any interest of twenty-five percent (25%) or more in the bidder's firm or any branches.



## **EXHIBIT 1**

### **City Holidays**

New Year's Day  
 Martin Luther King Day  
 Presidents' Day  
 Good Friday  
 Memorial Day  
 Independence Day

Labor Day  
 Veteran's Day  
 Thanksgiving  
 Friday after Thanksgiving  
 Christmas Eve  
 Christmas Day

## **EXHIBIT 2**

### **INSTRUCTIONS FOR SUBMITTING A SEALED REQUEST FOR PROPOSAL**

1. PLACE BID IN AN OPAQUE ENVELOPE AND SEAL. **TYPE OR PRINT** RFP NUMBER AND OPENING DATE IN THE LOWER LEFT CORNERS
2. IF SENDING FEDERAL EXPRESS OR OTHER EXPRESS MAIL REQUIRING A SEPARATE ENVELOPE, PLACE THE ABOVE DESCRIBED IN THE EXPRESS MAILER. **DO NOT** PLACE BID DOCUMENTS IN THE EXPRESS ENVELOPE WITHOUT FIRST PLACING IN A SEPARATE ENVELOPE AS DESCRIBED IN ITEM ONE.

<p>COMPANY NAME</p> <p>YOUR RETURN ADDRESS</p>   <p style="text-align: center;">CITY OF BROKEN ARROW              PURCHASING DIVISION              1700 WEST DETROIT              BROKEN ARROW, OK 74012</p> <p>RFP NUMBER              RFP OPENING DATE</p>
---

**PROPOSALS MAY BE REJECTED IF THE ABOVE INSTRUCTIONS ARE NOT FOLLOWED**

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT A**

**BID TITLE: Bid # 25.142 Property Bid Invitation 401 E Kenosha St.**

**PRICING SUMMARY- as outlined in section 5**

*Note: Pricing is to remain firm while contract is in effect*

**Property Bid Invitation 401 E Kenosha St.** \$ \_\_\_\_\_

Comments/Notes: Reference Section 8

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THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT B**  
**TERMS AND SIGNATURE SHEET**

In compliance with this invitation for Bid Number **25.142** and subject to all conditions thereof, the undersigned offers and agrees to fulfill the terms of the sale contract at the price quoted as specified.

My signature certifies that the accompanying bid is not the result of or affected by any act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Federal, State, or City Law. Furthermore, I understand that fraudulent and collusive bidding is a crime under Federal, State, and City Law and can result in fines, prison sentences, and civil damage awards. I hereby certify that I am authorized to sign this bid for the bidder.

If you desire not to bid on this Invitation, forward your acknowledgement of "No Bid". Return of only the "Statement of No Interest Sheet" with authorized signature and indicate the reason for "No Bid". Failure to comply may be cause for removal of your company's name from the bid list for the subject commodity and/or service.

Complete Legal Name of Bidder:

\_\_\_\_\_

Date: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address:

\_\_\_\_\_

City

State

Zip Code

Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Official Title: \_\_\_\_\_

Please print or type name clearly: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

My Commission Expires: \_\_\_\_\_  
 \_\_\_\_\_  
 Notary Public (or Clerk or Judge)

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT C**  
**INTEREST AFFIDAVIT**

**The following affidavit is to accompany the proposal:**

STATE OF: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

\_\_\_\_\_, of lawful age, being first duly sworn, states that s(he) is the agent authorized by the bidder to submit the attached proposal. Affiant further states that no officer or employee of the City of Broken Arrow either directly or indirectly, owns a twenty-five percent (25%) interest in the bidder's business or such a percentage, which constitutes a controlling interest. Affiant furthers states that the following officers and/or employees of the City of Broken Arrow have some direct or indirect interest in the bidder's business:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For purposes of this affidavit, a direct or indirect interest is defined to include any relationship existing on the date of this affidavit, or which previously existed within the past year. Such an interest shall also be defined to include any business relationship between or among the proposed parties to the contract project and also to include any business relationship between the officers and directors of the proposed contracting parties of the project.

X \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

My Commission Expires: \_\_\_\_\_  
Notary Public (or Clerk or Judge)

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT D**  
**PROPOSAL AFFIDAVIT**

**The following affidavit is to accompany the proposal:**

STATE OF: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

\_\_\_\_\_, of lawful age, being first duly sworn, on oath says:

1. (S)he is the duly authorized agent of \_\_\_\_\_, the proposer submitting the competitive offer which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among proposer and between proposer and city officials or employees, as well as facts to pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the offer to which this statement is attached;
2. (S)he is fully aware of the facts and circumstances surrounding the making of the offer to which this statement is attached and has been personally and directly involved in the proceeding leading to the submission of such proposal; and
3. Neither the proposer nor anyone subject to the proposer's direction or control has been a party:
  - a). to any collusion among proposers in restraint of freedom of competition by agreement to submit an offer at a fixed price or to refrain from submitting an offer,
  - b). to any collusion with any city official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c). in any discussions between proposers and any city official concerning exchange of money or other things of value for special consideration in the letting of a contract.

X \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

My Commission Expires: \_\_\_\_\_  
Notary Public (or Clerk or Judge)

THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



# APPRAISAL REPORT

## **KENOSHA ST LAND**

401 E Kenosha St  
Broken Arrow, Oklahoma 74012

### VALUATION DATES

As-Is Market Value: June 11, 2024

Date of Report: July 26, 2024

### PREPARED BY

Ace Appraisal Group, LLC  
113 SW 168th Ter  
Oklahoma City, OK 73170  
File No: 24-1310

### PREPARED FOR

Karen Pax  
Right of Way Agent  
City of Broken Arrow  
485 N Poplar Ave  
Broken Arrow, OK 74013







Kenosha St Land  
401 E Kenosha St  
Broken Arrow, Oklahoma 74012



July 26, 2024

Karen Pax  
 Right of Way Agent  
 City of Broken Arrow  
 485 N Poplar Ave  
 Broken Arrow, OK 74013

RE: Appraisal Report  
**Kenosha St Land**  
 401 E Kenosha St, Broken Arrow, Oklahoma 74012  
 Ace Appraisal Group, LLC File No: 24-1310

Ms. Pax:

Ace Appraisal Group, LLC is proud to present the appraisal that satisfies the agreed upon scope of work with City of Broken Arrow.

The subject property, located at 401 E Kenosha St, Broken Arrow, OK, is a commercial land property containing a total land area of 6,500 square feet zoned CN.

The purpose of this appraisal is to develop an opinion of the As-Is Market Value (Fee Simple Interest). The following table conveys the final opinion of value that is developed in this appraisal:

MARKET VALUE CONCLUSION			
VALUATION SCENARIO	INTEREST APPRAISED	EFFECTIVE DATE	VALUE
As-Is Market Value	Fee Simple Interest	June 11, 2024	\$120,000

This report conforms to the current Uniform Standards of Professional Appraisal Practice (USPAP), the Financial Institutions Reform, Recovery and Enforcement Act (FIRREA) standards, and the appraisal guidelines of City of Broken Arrow.

### Extraordinary Assumptions

No Extraordinary Assumptions were made for this assignment.

### Hypothetical Conditions

No Hypothetical Conditions were made for this assignment.





If there are any specific questions or concerns regarding the attached appraisal report, or if Ace Appraisal Group, LLC can be of additional assistance, please contact the individuals listed below.

Respectfully Submitted,

**ACE APPRAISAL GROUP, LLC**

Ethan Scott  
Partner  
Certified General Real Estate Appraiser  
Oklahoma License No. 13419CGA  
Expiration Date 6/30/2025  
918-927-9296  
ethan@aceappraisalgroup.com

Andrea Johnson  
Partner  
Certified General Real Estate Appraiser  
Oklahoma License No. 13505CGA  
Expiration Date 8/31/2026  
405-505-0238  
andrea@aceappraisalgroup.com

Casey Mars  
Partner  
Certified General Real Estate Appraiser  
Oklahoma License No. 13418CGA  
Expiration Date 6/30/2025  
405-830-9966  
casey@aceappraisalgroup.com



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## PROPERTY IDENTIFICATION

Name	Kenosha St Land
Property	Land - Commercial Land
Address	401 E Kenosha St
City, State Zip	Broken Arrow, Oklahoma 74012
County	Tulsa County
MSA	Tulsa, OK MSA
Market / Submarket	Tulsa MSA / Downtown Broken Arrow
Geocode	36.06079,-95.78606
Census Tract	40-143-007402

## SITE DESCRIPTION

Number of Parcels	1	
Assessor Parcel Number	R98411841115290	
Land Area	Square Feet	Acres
Usable	6,500	0.15
Total	6,500	0.15
Zoning	Commercial Neighborhood District (CN)	
Shape	Irregular	
Topography	Level at street grade	
Flood Zone	Zone X (Unshaded)	
Seismic Zone	Low Risk	

## QUALITATIVE ANALYSIS

Location Quality	Average
Site Access	Average
Site Exposure	Average
Site Utility	Average

## HIGHEST &amp; BEST USE

Proposed Construction	No
As Vacant	Commercial use
As Improved	N/a

## EXPOSURE &amp; MARKETING TIME

Exposure Time	Six to Nine Months
Marketing Time	Six to Nine Months

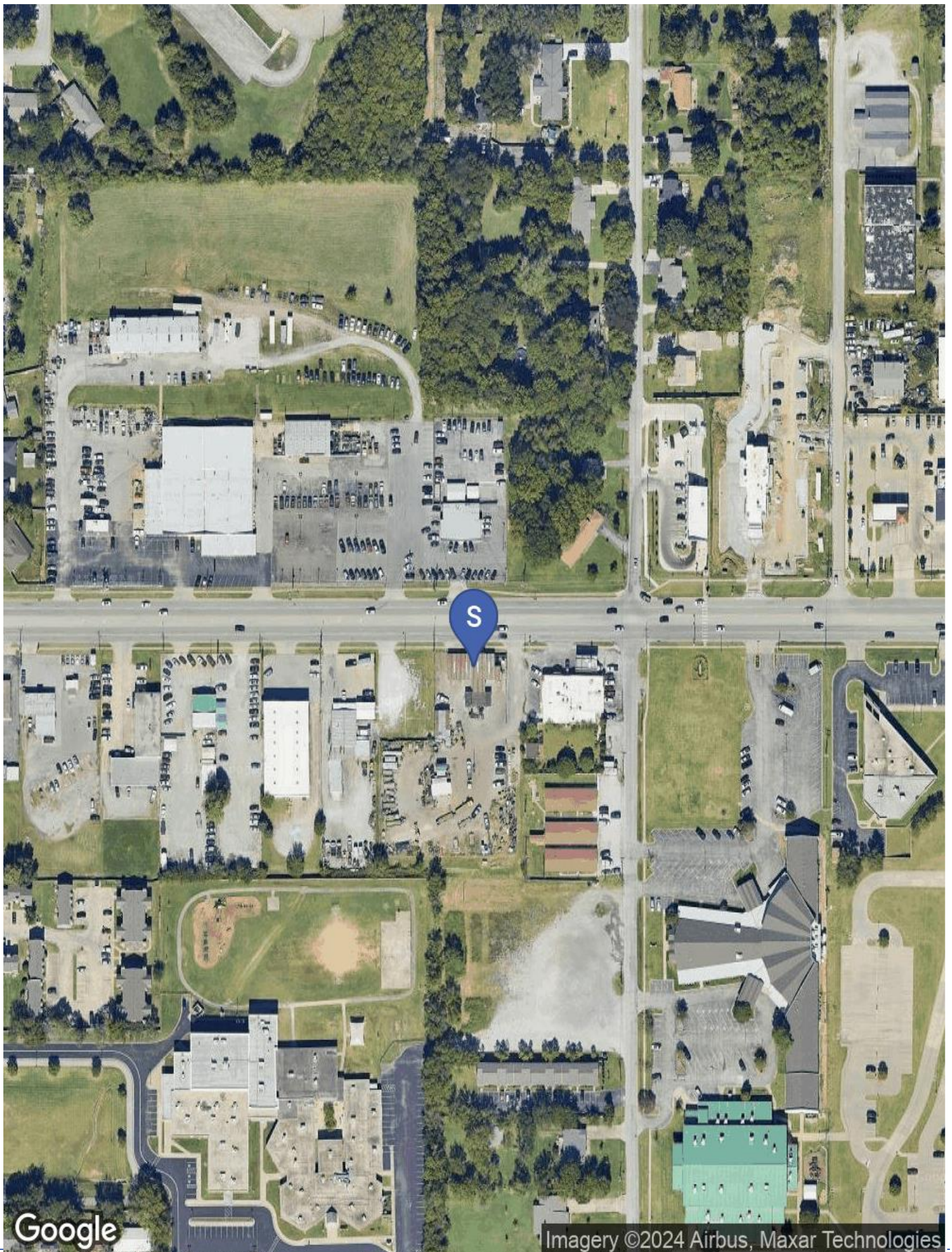
## VALUE CONCLUSION

VALUATION SCENARIOS	AS-IS MARKET VALUE
Interest	Fee Simple Interest
Effective Date	June 11, 2024
Site Value	\$120,000
Cost Approach	Not Presented
Sales Comparison Approach	\$120,000
Income Capitalization Approach	Not Presented
<b>FINAL VALUE CONCLUSION</b>	<b>\$120,000</b>











## SUBJECT PROPERTY PHOTOGRAPHS



View of site



View of site



View of site



View of site



Street view



Street view



## Property Identification

The subject property, located at 401 E Kenosha St, Broken Arrow, OK, is a commercial land property containing a total land area of 6,500 square feet zoned CN.

The assessor parcel number is: R98411841115290.

## Legal Description

BEG 50S NEC NW NW NE TH W50 S130 E50 N130 POB SEC 11 18 14 .149AC

## Client Identification

The client of this specific assignment is City of Broken Arrow.

## Intended Use & Intended Users

The intended use of this appraisal is to assist the client with a potential loan that would be collateralized by this asset. City of Broken Arrow or assigns are the only intended users of this report.

## Purpose

The purpose of this appraisal is to develop an opinion of the As-Is Market Value (Fee Simple Interest).

## Personal Property & Business Intangible

There is no personal property (FF&E) included in this valuation.

## Property And Sales History

### CURRENT OWNER

The subject property is currently under the ownership of City of Broken Arrow, according to the Tulsa County records.

### MOST RECENT SALE

To the best of our knowledge, no sale or transfer of ownership has taken place within a three-year period prior to the effective appraisal date. Additionally, to the best of our knowledge, the property is not subject to an agreement of sale or an option to buy, nor is it listed for sale, as of the effective appraisal date.

## Exposure & Marketing Time

Marketing time and exposure time are both influenced by price. That is, a prudent buyer could be enticed to acquire the property in less time if the price were less. Hence, the time span cited below coincides with the value opinion(s) formed herein.

USPAP Standard rule 1-2(c)(iv) requires an opinion of exposure time, not marketing time, when the purpose of the appraisal is to estimate market value. In the recent past, the volume of competitive properties offered for sale, sale prices, and vacancy rates have fluctuated little. Sale concessions have not been prevalent. The following information is used to estimate exposure time and marketing time for the subject:

### EXPOSURE & MARKETING TIME

Exposure Period Conclusion	Six to Nine Months
Marketing Time Conclusion	Six to Nine Months
Most Probable Buyer	Local or Regional Investor

### EXPOSURE TIME CONCLUSION

The subject is a land use totaling 0.15-acres (6,500 SF) located at 401 E Kenosha St in Broken Arrow, Tulsa County, Oklahoma. Considering these factors, a reasonable estimate of exposure time for the subject As-Is Market Value (Fee Simple Interest) is six to nine months.



**MARKETING TIME CONCLUSION**

A marketing time estimate is a forecast of a future occurrence. History should be considered as a guide, but anticipation of future events & market circumstances should be the prime determinant. Overall market conditions are expected to remain stable, so a marketing time of six to nine months is predicted for the subject.

**Definition of Market Value**

The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably, and assuming that the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby:

1. Buyer and seller are typically motivated;
2. Both parties are well informed or well advised, and acting in what they consider their own best interests;
3. A reasonable time is allowed for exposure in the open market;
4. Payment is made in terms of cash in United States dollars or in terms of financial arrangements comparable thereto; and
5. The price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions granted by anyone associated with the sale.<sup>1</sup>

**Property Rights Appraised****FEE SIMPLE INTEREST**

Absolute ownership unencumbered by any other interest or estate, subject only to the limitations imposed by the governmental powers of taxation, eminent domain, police power and escheat.<sup>2</sup>

**Value Scenarios****AS-IS MARKET VALUE**

The estimate of the market value of real property in its current physical condition, use, and zoning as of the appraisal date.<sup>3</sup>

**Scope of Work**

The scope of work for this appraisal assignment is outlined below:

- ▶ The appraisal analyzes the regional and local area profiles including employment, population, household income and real estate trends. The local area was inspected to consider external influences on the subject.
- ▶ The appraisal analyzes legal and physical features of the subject including site size, improvement size, flood zone, seismic zone, site zoning, easements, encumbrances, site access and site exposure.
- ▶ The appraisal includes a Highest and Best Use analysis and conclusions have been completed for the highest and best use of the subject property As Vacant and As Improved. The analysis considered legal, locational, physical and financial feasibility characteristics of the subject site and existing improvements.
- ▶ In selecting applicable approaches to value, the appraisers considered the agreed upon appraisal scope and assessed the applicability of each traditional approach given the subject's characteristics and the intended use of the appraisal. As a result, this appraisal developed Land Sales Comparison Approach. The values presented represent the As-Is Market Value (Fee Simple Interest).
- ▶ The assignment was prepared as an Appraisal Report in accordance with USPAP Standards Rules 2, with the analysis stated within the document and representing a summarized level of analysis.

<sup>1</sup> Office of Comptroller of the Currency (OCC), Title 12 of the Code of Federal Regulation, Part 34, Subpart C -Appraisals, 34.42 (g); Office of Thrift Supervision (OTS), 12 CFR 564.2 (g); This is also compatible with the FDIC, FRS and NCUA definitions of market value.

<sup>2</sup> The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, Chicago, Illinois, 2022

<sup>3</sup> The Dictionary of Real Estate Appraisal, Seventh Edition, Appraisal Institute, Chicago, Illinois, 2022



- The authors of this report are aware of the Competency Rule of USPAP and meet the standards.

### Assistance Provided

Mark Ramirez provided real property appraisal assistance to the appraisers signing this certification. Assistance provided includes miscellaneous administrative assistance, such as file and exhibit preparation, as well as data entry relating to area descriptions and other routine front-half related duties.

### Sources of Information

The following sources were contacted to obtain relevant information:

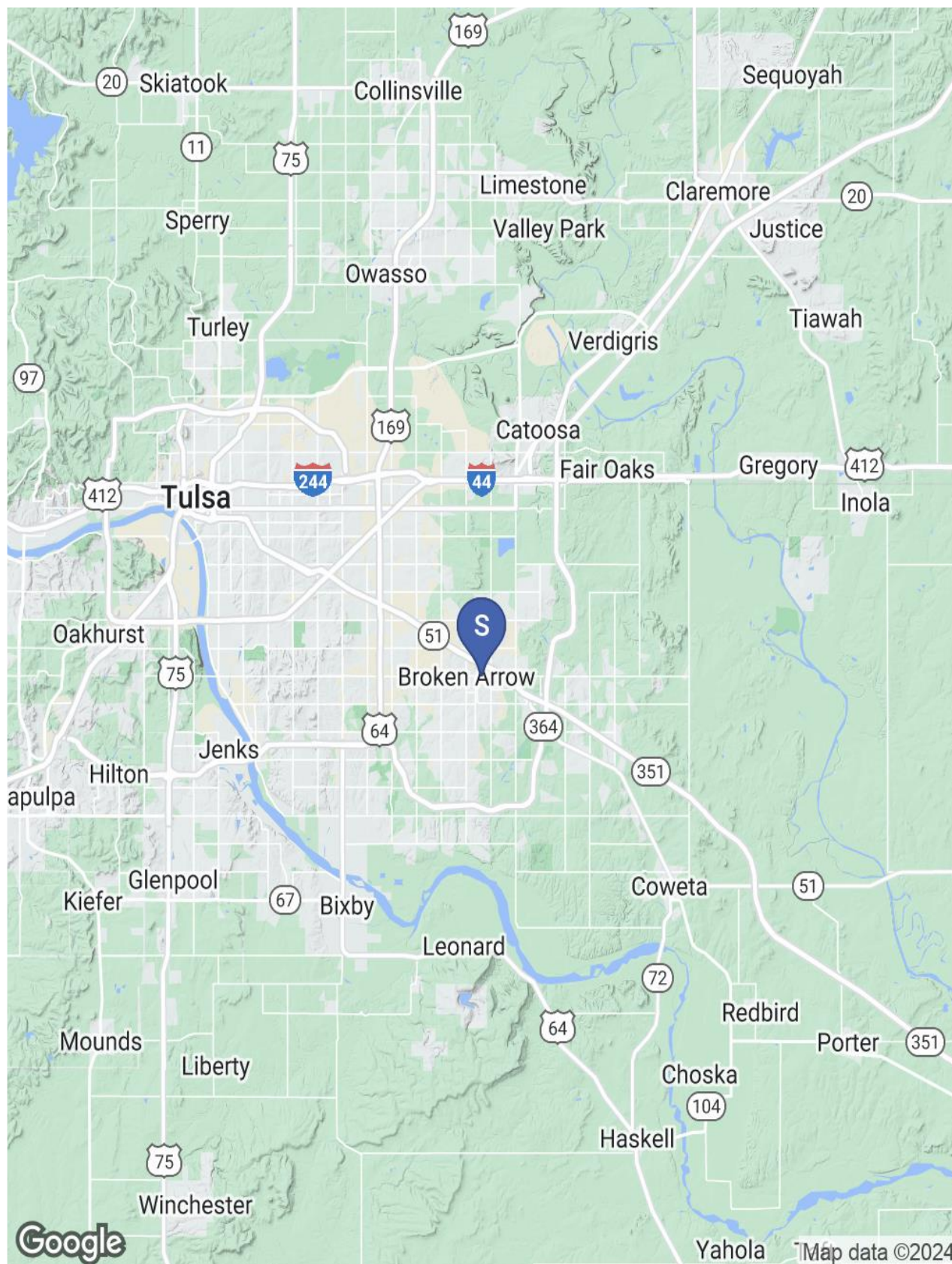
INFORMATION PROVIDED	
Property Assessment & Tax	Tulsa County Assessor
Zoning & Land Use Planning	City of Broken Arrow Zoning
Site Size	Tulsa County Assessor
Building Size	Tulsa County Assessor
Supply & Demand	CoStar
Flood Map	FEMA
Demographics	STDB On-Line
Comparable Information	Appraiser Research
Legal Description	Tulsa County Assessor
Physical Inspection Report	Not Provided
Title/Survey	Not Provided
Phase I Environmental Report	Not Provided

The lack of the unavailable items could affect the results of this analysis. As part of the general assumptions and limiting conditions, the subject is assumed to have no adverse easements, significant items of deferred maintenance, or be impacted by adverse environmental conditions.

### In-Person Property Observation

PROPERTY OBSERVATION					
APPRAISER	IN-PERSON OBSERVATION	EXTENT	DATE	ROLE	
Ethan Scott	Yes	Interior & Exterior	June 11, 2024	Primary Appraiser	
Andrea Johnson	No	N/A	June 11, 2024	Appraiser	
Casey Mars	No	N/A	June 11, 2024	Appraiser	





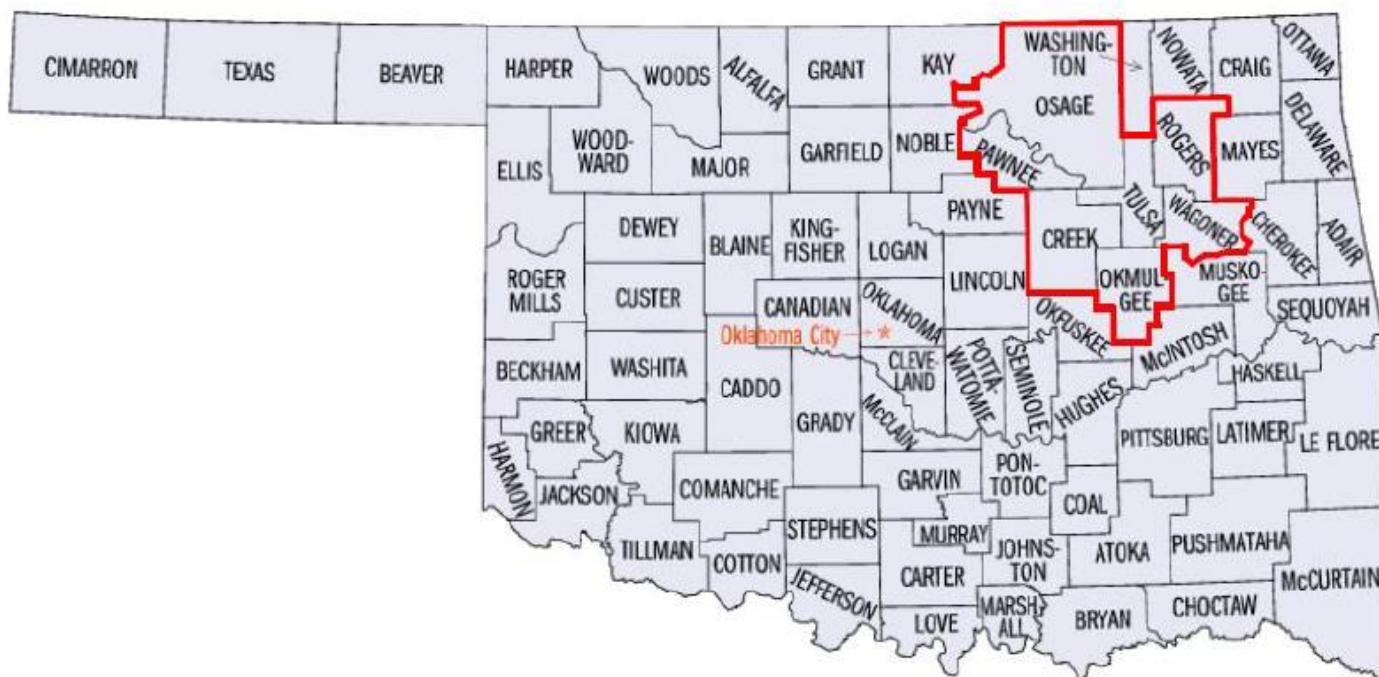


## Introduction

In order to understand the subject's position in the area or region, we have undertaken a brief analysis in order to determine how trends—both historical and projected—in population, employment, personal income, consumer spending, and housing impact supply and demand and influence the subject's area directly and indirectly. This analysis first begins on a broader spectrum, and without respect to the subject itself, and is highlighted in the Regional Area Analysis. Secondly, we undertake a more narrowly focused study of the aforementioned attributes as they relate directly to the subject and the subject's neighborhood. This discussion is presented in the forthcoming Local Area Analysis.

## Regional Area Analysis

The subject property is located in Broken Arrow, Oklahoma. The map presented on the previous page illustrates the subject property location relative to the Tulsa, OK MSA metropolitan area.



## POPULATION

The Tulsa MSA has an estimated 2023 population of 1,038,382, which represents an average annual 0.98% increase over the 2010 census amount of 937,478. Tulsa MSA added an average of 7,762 residents per year over the 2010 - 2023 period, and its annual growth rate is similar to that of the State of Oklahoma.

### POPULATION TRENDS

AREA	POPULATION			COMPOUND ANN. % CHNG	
	2010 CENSUS	2023 EST.	2028 EST.	2010-2023	2023-2028
Tulsa MSA	937,478	1,038,382	1,056,939	0.98%	0.36%
Oklahoma	3,751,351	4,022,510	4,077,925	0.66%	0.28%
United States	308,745,538	337,470,185	342,640,129	0.85%	0.31%

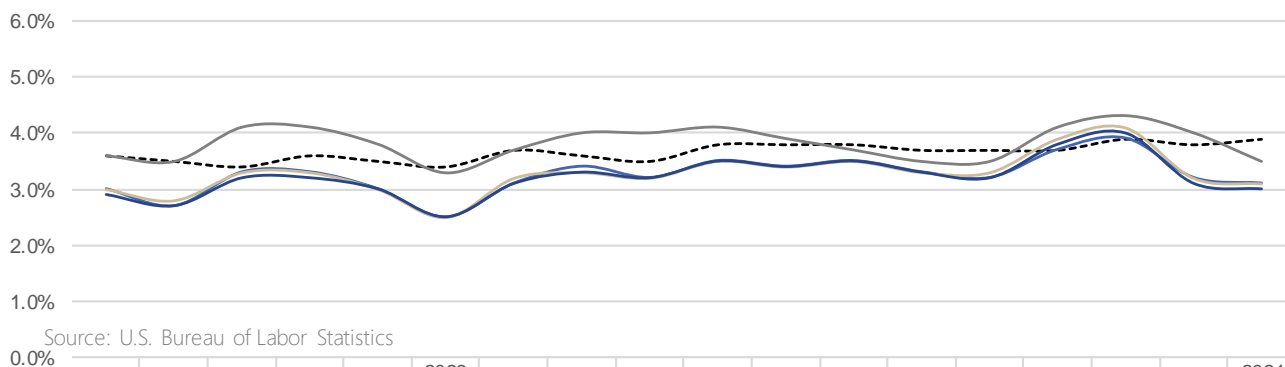
Source: Site To Do Business Online

## UNEMPLOYMENT

The following graphs charts the trailing 18 months and trailing 10 years unemployment rate for the United States, West South Central Division, Oklahoma, Tulsa, OK MSA, and Tulsa County.

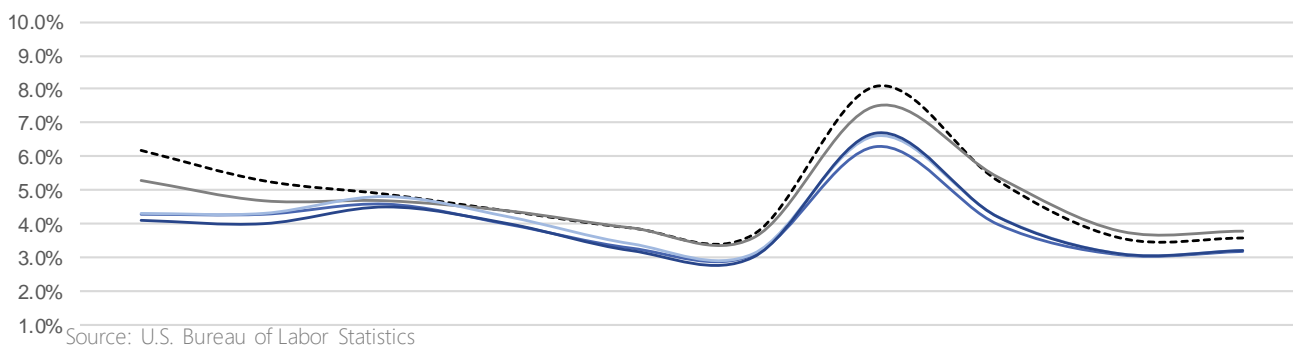


## MONTHLY UNEMPLOYMENT RATE (18 MONTHS)



	Nov	Dec	Jan	Feb	Mar	2023 Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	2024 Apr
----- Nation	3.6%	3.5%	3.4%	3.6%	3.5%	3.4%	3.7%	3.6%	3.5%	3.8%	3.8%	3.8%	3.7%	3.7%	3.7%	3.9%	3.8%	3.9%
----- Region	3.6%	3.5%	4.1%	4.1%	3.8%	3.3%	3.7%	4.0%	4.0%	4.1%	3.9%	3.7%	3.5%	3.5%	4.1%	4.3%	4.0%	3.5%
----- State	3.0%	2.7%	3.3%	3.3%	3.0%	2.5%	3.1%	3.4%	3.2%	3.5%	3.4%	3.5%	3.3%	3.2%	3.7%	3.9%	3.2%	3.1%
----- Area	3.0%	2.8%	3.3%	3.3%	3.0%	2.5%	3.2%	3.3%	3.2%	3.5%	3.4%	3.5%	3.3%	3.3%	3.9%	4.1%	3.2%	3.1%
----- County	2.9%	2.7%	3.2%	3.2%	3.0%	2.5%	3.1%	3.3%	3.2%	3.5%	3.4%	3.5%	3.3%	3.2%	3.8%	4.0%	3.1%	3.0%

## ANNUAL UNEMPLOYMENT RATE (10 YEARS)



	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
----- Nation	6.2%	5.3%	4.9%	4.4%	3.9%	3.7%	8.1%	5.3%	3.6%	3.6%
----- Region	5.3%	4.7%	4.7%	4.4%	3.9%	3.6%	7.5%	5.4%	3.8%	3.8%
----- State	4.3%	4.3%	4.6%	4.0%	3.3%	3.1%	6.3%	4.0%	3.1%	3.2%
----- Area	4.3%	4.3%	4.8%	4.2%	3.4%	3.1%	6.6%	4.2%	3.1%	3.2%
----- County	4.1%	4.0%	4.5%	4.0%	3.2%	3.0%	6.7%	4.2%	3.1%	3.2%

## EMPLOYMENT

The following chart shows the trailing 10 years employment for the state of Oklahoma, Tulsa, OK MSA, and Tulsa County.



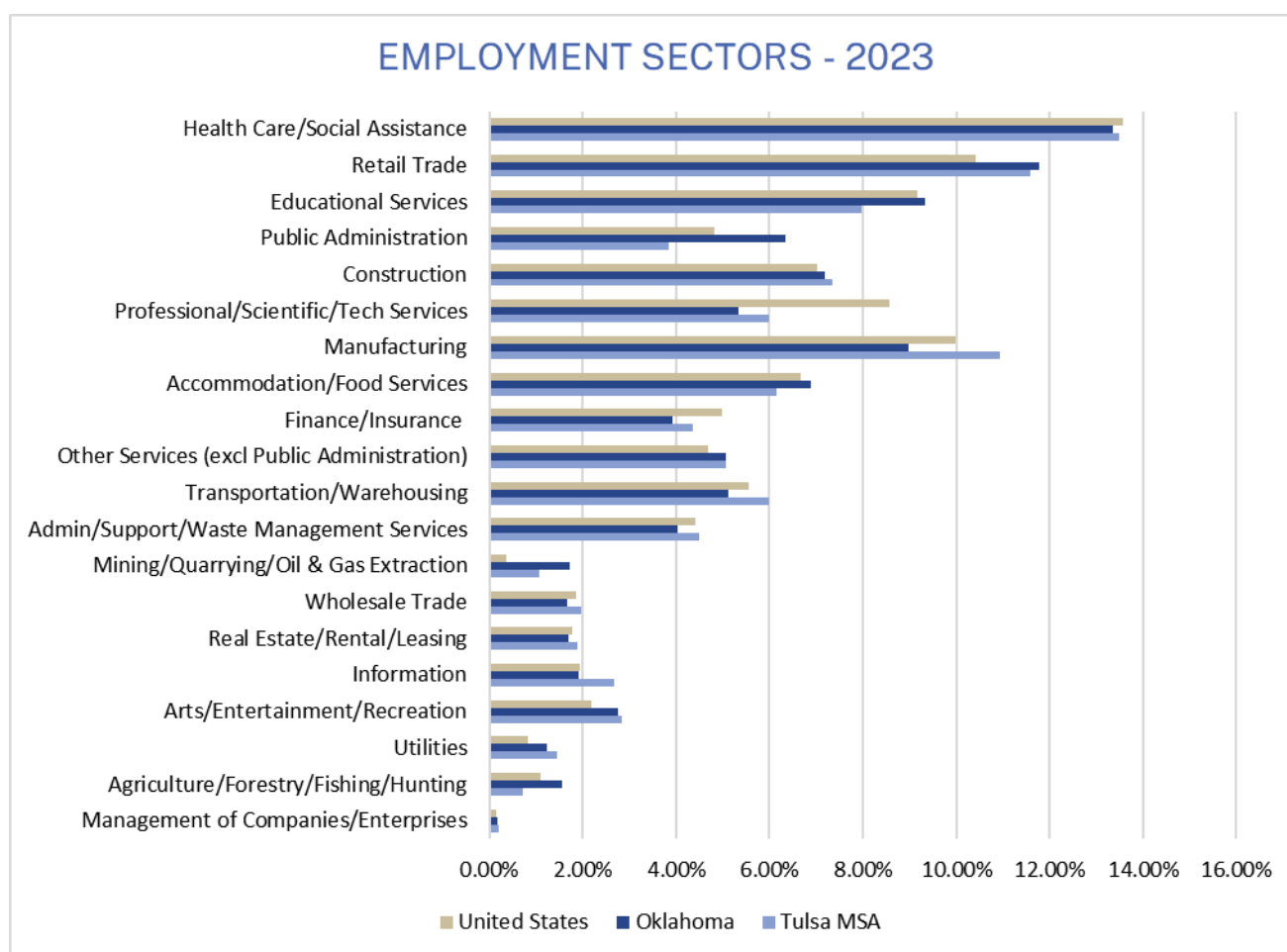
## STATE &amp; REGIONAL EMPLOYMENT

YEAR	STATE	% CHG.	AREA	% CHG.	COUNTY	% CHG.
2014	1,719,826	0.7%	445,756	0.8%	298,511	1.1%
2015	1,750,501	1.8%	454,306	1.9%	304,809	2.1%
2016	1,743,225	(0.4%)	452,702	(0.4%)	303,589	(0.4%)
2017	1,752,733	0.5%	454,957	0.5%	305,546	0.6%
2018	1,771,251	1.0%	461,696	1.5%	310,231	1.5%
2019	1,785,400	0.8%	467,824	1.3%	314,369	1.3%
2020	1,726,786	(3.4%)	448,969	(4.2%)	301,882	(4.1%)
2021	1,791,369	3.6%	463,915	3.2%	311,951	3.2%
2022	1,845,328	2.9%	476,061	2.6%	320,002	2.5%
2023	1,899,949	2.9%	491,740	3.2%	330,507	3.2%
<b>CAGR</b>	<b>1.1%</b>	<b>-</b>	<b>1.1%</b>	<b>-</b>	<b>1.1%</b>	<b>-</b>

Source: U.S. Bureau of Labor Statistics [www.bls.gov](http://www.bls.gov)

## EMPLOYMENT SECTORS

The composition of the Tulsa MSA job market is illustrated in the chart below, paired with that of Oklahoma. Total employment for the areas is stratified by major employment sectors, ranked from largest to smallest based on the percentage of Tulsa MSA jobs in each sector.



## MAJOR EMPLOYERS

The table below contains major employers in the Tulsa MSA.



## MAJOR EMPLOYERS - TULSA MSA

NAME	EMPLOYEES
1 American Airlines	5,000-9,999
2 Ascension St John	5,000-9,999
3 Hillcrest Healthcare System	5,000-9,999
4 Saint Francis Health System	5,000-9,999
5 Tulsa Public Schools	5,000-9,999
6 City of Tulsa	2,500-4,999
7 Macy's	2,500-4,999
8 AAON Inc	1,000-2,499
9 PSO	1,000-2,499
10 Alliance Resource Partners	1,000-2,499
11 Alorica	1,000-2,499
12 Amazon	1,000-2,499
13 AT&T	1,000-2,499
14 BAMA Companies Inc	1,000-2,499
15 Bank of Oklahoma	1,000-2,499
16 Broken Arrow Public Schools	1,000-2,499
17 Jenks Public Schools	1,000-2,499
18 NORDAM Group	1,000-2,499
19 ONEOK	1,000-2,499
20 QuikTrip	1,000-2,499

Source: Tulsa Metro Chamber of Commerce

## GROSS DOMESTIC PRODUCT

Based on Gross Domestic Product (GDP), the Tulsa MSA ranks #59 out of all metropolitan area economies in the nation.

## GROSS DOMESTIC PRODUCT

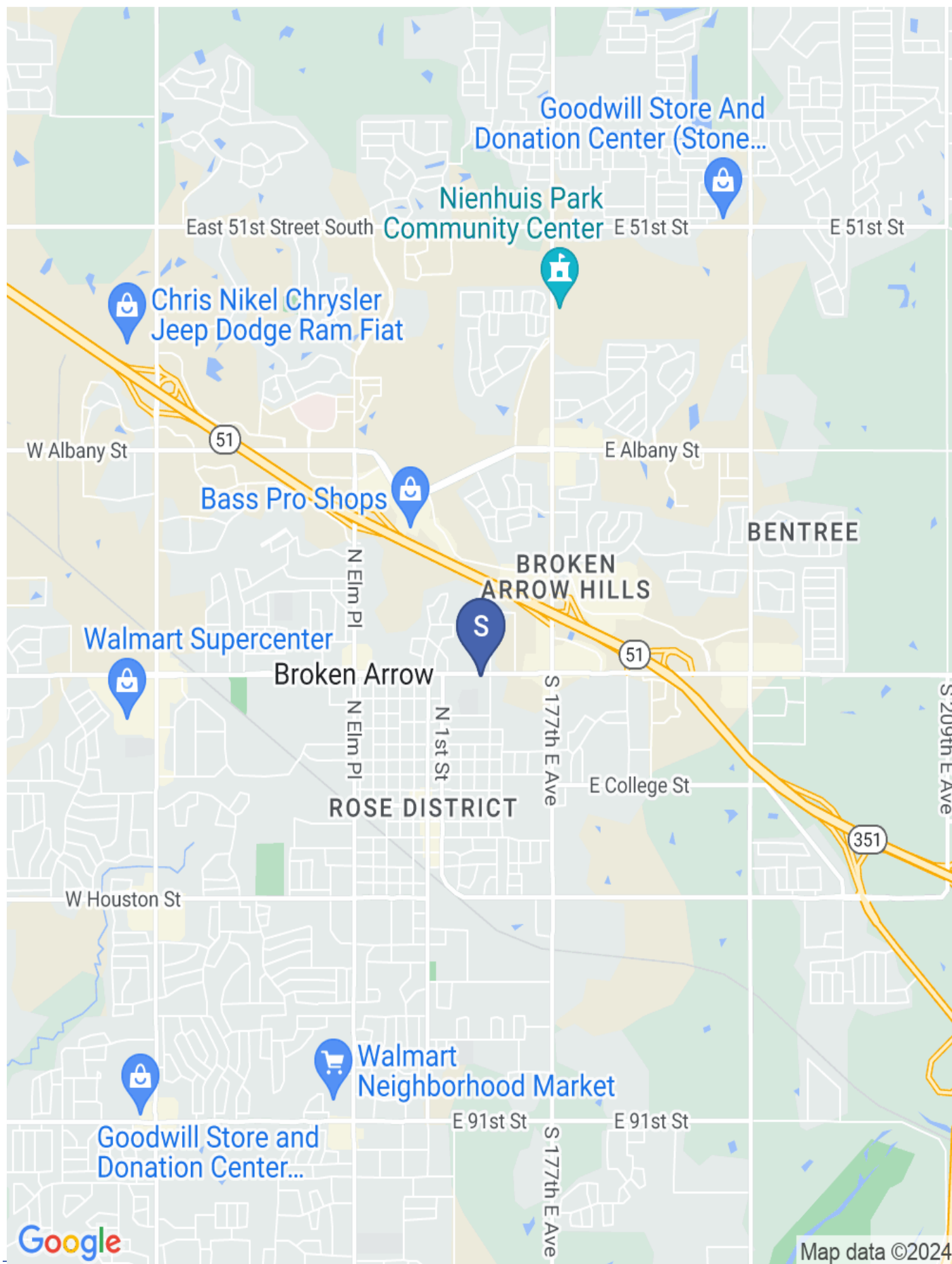
	GROSS DOMESTIC PRODUCT (\$ MIL)					GDP PER CAPITA (\$)			
	TULSA MSA	CHANGE	OKLAHOMA	CHANGE	UNITED STATES		TULSA MSA	OKLAHOMA	UNITED STATES
					CHANGE	CHANGE			
2011	\$45,639	-	\$166,327	-	\$15,891,534	-	\$48,361	\$44,052	\$51,092
2012	\$48,085	5.36%	\$174,874	5.14%	\$16,253,970	2.28%	\$50,620	\$46,020	\$51,876
2013	\$48,621	1.1%	\$177,699	1.62%	\$16,533,348	1.72%	\$50,851	\$46,466	\$52,446
2014	\$52,470	7.92%	\$189,360	6.56%	\$16,932,051	2.41%	\$54,520	\$49,202	\$53,261
2015	\$53,795	2.53%	\$197,072	4.07%	\$17,390,295	2.71%	\$55,538	\$50,884	\$54,312
2016	\$50,782	-5.60%	\$193,025	-2.05%	\$17,680,274	1.67%	\$52,092	\$49,528	\$54,825
2017	\$52,087	2.57%	\$194,256	0.64%	\$18,079,084	2.26%	\$53,091	\$49,535	\$55,667
2018	\$53,753	3.20%	\$197,358	1.60%	\$18,606,787	2.92%	\$54,444	\$50,016	\$56,890
2019	\$54,656	1.68%	\$200,711	1.70%	\$19,032,672	2.29%	\$55,011	\$50,554	\$57,788
2020	\$51,925	-5.00%	\$190,894	-4.89%	\$18,384,687	-3.40%	\$51,937	\$47,789	\$55,435
2021	\$52,270	-4.37%	\$215,336	7.29%	\$19,609,812	3.03%	\$52,745	\$53,870	\$64,143
2022	\$51,031	-1.72%	\$191,583	0.36%	\$25,744,108	40.03%	\$53,749	\$54,724	\$56,419

Source: BEA. The release of state and local GDP data has a longer lag time than national data. The data represents GDP stated in 2017 dollars.

## CONCLUSION

The Tulsa MSA's economy will benefit from a rapidly growing population base. The Tulsa MSA saw an increase in the number of jobs in the past 10 years and has maintained a lower unemployment than Oklahoma during the past decade. Furthermore, the Tulsa MSA is influenced positively from having both a higher rate of GDP growth in the past nine years and a higher level of GDP per capita than Oklahoma overall. We project that the Tulsa MSA's economy will improve, and employment will grow, strengthening the demand for real estate overall.







## Introduction

The following pages detail the demographics and development in the subject's immediate market area.

## DEMOGRAPHICS

The following information reflects the demographics for the subject's area.

LOCAL AREA & MSA DEMOGRAPHICS									
DESCRIPTION	1 MILE	3 MILE	5 MILE	MSA	DESCRIPTION	1 MILE	3 MILE	5 MILE	MSA
POPULATION TOTAL					HOUSEHOLDS				
2010 Census	7,328	34,938	80,392	937,478	2010 Census	2,804	12,908	29,474	367,091
2020 Census	8,721	42,064	93,223	1,015,331	2020 Census	3,527	15,790	34,600	397,385
2023 Estimate	8,972	43,646	98,107	1,038,382	2023 Estimate	3,636	16,415	36,416	407,299
2028 Projection	9,152	44,853	101,023	1,056,939	2028 Projection	3,727	16,935	37,657	416,353
Δ 2010-2020	19.01%	20.40%	15.96%	8.30%	Δ 2010-2020	25.78%	22.33%	17.39%	8.25%
Δ 2020-2023	2.88%	3.76%	5.24%	2.27%	Δ 2020-2023	3.09%	3.96%	5.25%	2.49%
Δ 2023-2028	2.01%	2.77%	2.97%	1.79%	Δ 2023-2028	2.50%	3.17%	3.41%	2.22%
Total Daytime Population	5,259	29,407	78,357	1,038,988	HOUSEHOLDS BY INCOME (2023 ESTIMATE)				
HOUSING UNITS					<\$15,000	7.5%	6.2%	6.0%	11.1%
Total (2023 Estimate)	3,769	17,128	38,123	448,544	\$15,000 - \$24,999	3.7%	4.4%	4.3%	8.0%
Owner Occupied	69.8%	75.5%	75.3%	59.5%	\$25,000 - \$34,999	6.3%	6.4%	6.5%	9.0%
Renter Occupied	26.7%	20.3%	20.2%	31.3%	\$35,000 - \$49,999	10.5%	10.6%	9.9%	12.7%
Vacant Housing Units	3.5%	4.2%	4.5%	9.2%	\$50,000 - \$74,999	17.9%	18.9%	18.2%	18.4%
Total (2028 Projection)	3,846	17,576	39,229	457,076	\$75,000 - \$99,999	16.6%	14.7%	14.7%	12.1%
Owner Occupied	70.6%	76.6%	76.1%	59.9%	\$100,000 - \$149,999	25.6%	24.2%	22.8%	15.8%
Renter Occupied	26.3%	19.8%	19.9%	31.1%	\$150,000 - \$199,999	6.9%	8.7%	9.9%	6.6%
Vacant Housing Units	3.1%	3.6%	4.0%	8.9%	\$200,000+	5.0%	6.0%	7.8%	6.4%
AVERAGE HOUSEHOLD INCOME					AVERAGE HOUSEHOLD SIZE				
2023 Estimate	\$95,550	\$99,502	\$106,611	\$88,479	2023 Estimate	2.47	2.65	2.67	2.51
2028 Projection	\$107,412	\$112,294	\$119,353	\$99,583	2028 Projection	2.46	2.64	2.66	2.50
Δ 2023-2028	12.41%	12.86%	11.95%	12.55%	Δ 2023-2028	(0.40%)	(0.38%)	(0.37%)	(0.40%)
MEDIAN HOUSEHOLD INCOME					MEDIAN HOME VALUE				
2023 Estimate	\$79,842	\$79,778	\$82,120	\$60,251	2023 Estimate	\$199,315	\$217,837	\$227,066	\$207,804
2028 Projection	\$88,647	\$90,955	\$92,489	\$67,378	2028 Projection	\$243,374	\$254,485	\$257,532	\$249,011
Δ 2023-2028	11.03%	14.01%	12.63%	11.83%	Δ 2023-2028	22.11%	16.82%	13.42%	19.83%
PER CAPITA INCOME					AVERAGE HOME VALUE				
2023 Estimate	\$37,753	\$37,748	\$39,667	\$34,792	2023 Estimate	\$244,344	\$254,334	\$268,362	\$251,190
2028 Projection	\$42,638	\$42,769	\$44,593	\$39,313	2028 Projection	\$288,958	\$300,873	\$308,773	\$297,271
Δ 2023-2028	12.94%	13.30%	12.42%	12.99%	Δ 2023-2028	18.26%	18.30%	15.06%	18.35%

Source: Sites To Do Business Online



## Economic Influences

The local area economic status is important to recognize as the measurement of income levels provides an indication of the ability of the area population to buy, rent and maintain property. The economic status of an area also provides an indication of the population's appetite for goods and services. Relevant economic information includes income levels, property ownership vs. rent, property rent levels, rent level trends, property vacancy and new construction.

### POPULATION

The estimate provided by ESRI for the current 2023 population within the subject neighborhood's 3 mile radius is 43,646 representing a 3.76% change since 2020. ESRI's 2020 population estimate for the subject's 5 mile radius is 98,107, which represents a 5.24% change since 2020.

Looking forward, ESRI estimates that the population within the subject neighborhood's 3 mile radius is forecasted to change to 44,853 by the year 2028. As for the broader area, ESRI forecasts that the population within the subject's 5 mile radius will change to 101,023 over the next five years. The population estimates for the next five years within the subject's 5 mile radius represents a 2.97% change as well as a 2.01% change within the subject's 1 mile radius for the same period.

### HOUSEHOLDS

The estimates provided by ESRI indicate that the number of households within the subject neighborhood's 3 mile radius is 16,415, which is a 3.96% change since 2020. Within the subject's broader 5 mile radius, ESRI estimates that the number of households is 36,416, a 5.25% change over the same period of time.

By the year 2028, the estimates provided by ESRI indicate that the number of households within the subject neighborhood's 3 mile radius will change by 3.17% to 16,935 households. Additionally, ESRI's estimate for total households over the next five years within the subject's broader 5 mile radius indicates an expected change of 3.41% which will result in a total household estimate of 37,657.

Looking back, the number of households in the subject neighborhood's 3 mile radius changed 22.33% during the ten-year period of 2010 to 2020. Since then it has changed by 3.96%.

### INCOME

Income estimates provided by ESRI for the subject neighborhood's 3 mile radius indicates that the median household income is \$79,778 and that the average household income is \$99,502. Further, the estimates provided by ESRI indicate that, for the subject's broader 5 mile radius the median household income is \$82,120, and the average household income is \$106,611. Given that there are reportedly 36,416 households in the subject's 5 mile radius, it is estimated that the local effective buying income is around \$3,882,346,176.



## Surrounding Land Uses

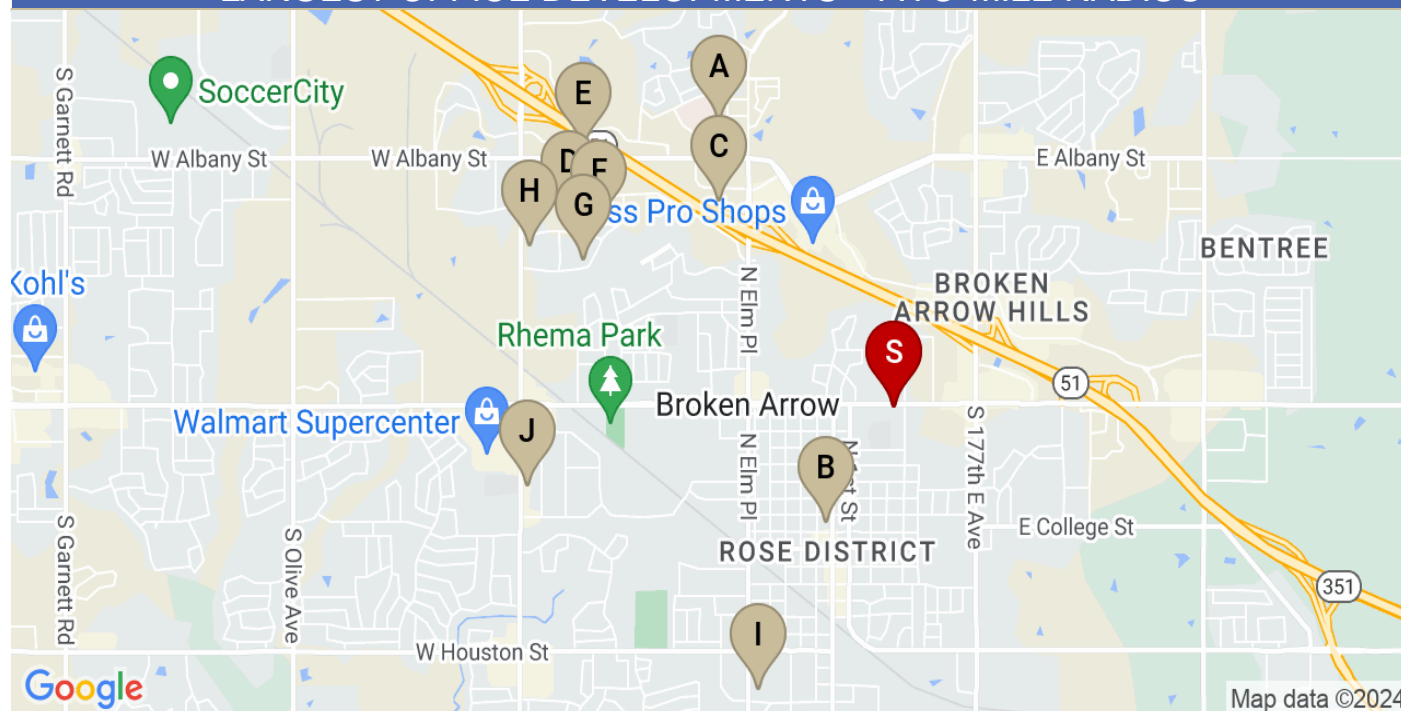
The following tables and maps highlight the development in and around the subject.

## LOCAL AREA OFFICE - TWO-MILE RADIUS

CLASS	RBA	YEAR BUILT	PERCENT LEASED	PROPERTY
A	0 SF	-	-	0
B	526,479 SF	2000	94.2	26
C	193,410 SF	1989	91.1	17
<b>TOTAL</b>	<b>719,889 SF</b>	<b>1997</b>	<b>93.5</b>	<b>44</b>

Source: CoStar

## LARGEST OFFICE DEVELOPMENTS - TWO-MILE RADIUS



PIN	ADDRESS, CITY	DIST TO SUBJ	RBA	BUILT	CLASS	%LEASED
A	800 W Boise Cir, Broken Arrow	1.4 mi	109,248	2009	B	100
B	210 N Main St, Broken Arrow	0.6 mi	61,049	1970	B	100
C	Regent Corner, Broken Arrow	1.1 mi	41,024	2023	B	100
D	1814 W Tacoma St, Broken Arrow	1.6 mi	36,408	1998	C	100
E	1700 W Albany St, Broken Arrow	1.7 mi	35,626	1983	B	39.16
F	1600 W Tacoma St, Broken Arrow	1.5 mi	34,683	2010	B	100
G	1701 W Tacoma St, Broken Arrow	1.5 mi	22,891	2016	B	100
H	1749-1757 N Aspen Ave, Broken Arrow	1.7 mi	20,415	2008	B	100
I	817 S Elm Pl, Broken Arrow	1.3 mi	18,360	1985	C	100
J	409 N Aspen Ave, Broken Arrow	1.6 mi	17,010	1978	B	100

Source: CoStar

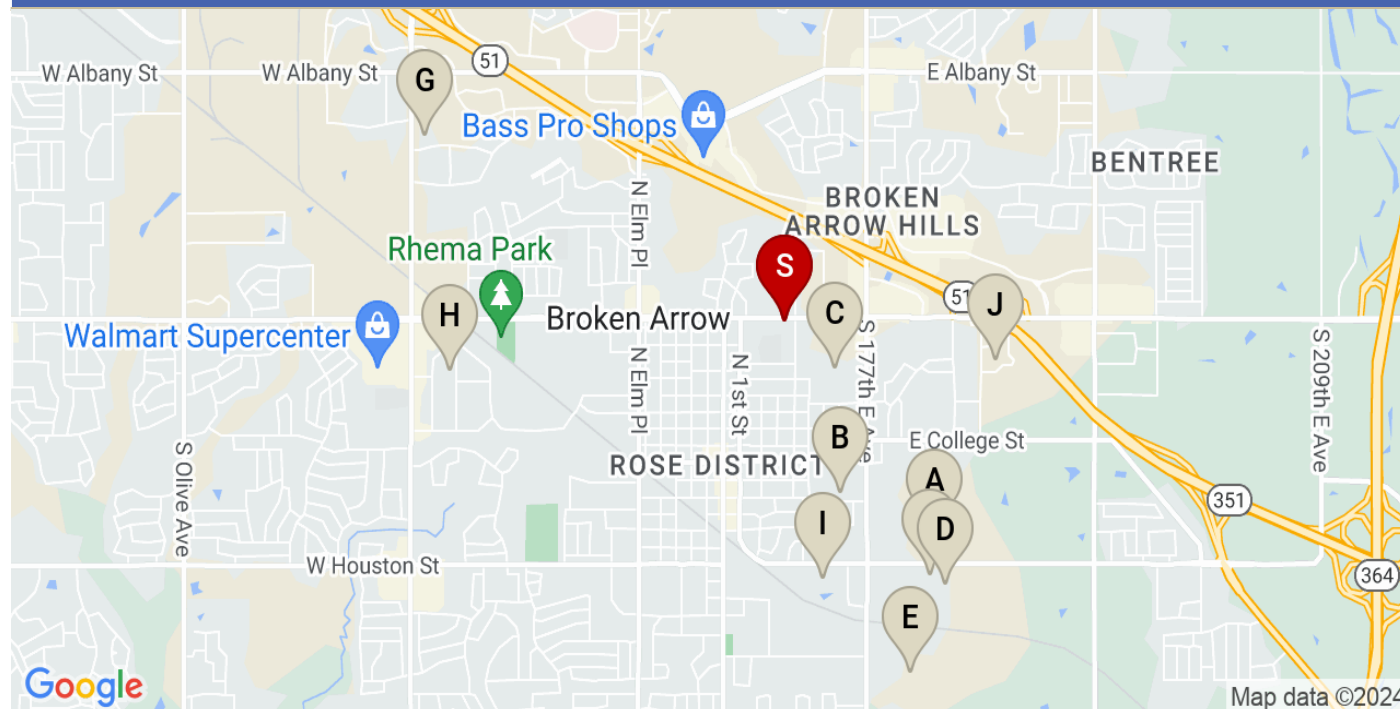


## LOCAL AREA INDUSTRIAL - TWO-MILE RADIUS

TYPE	RBA	YEAR BUILT	PERCENT LEASED	PROPERTY
Flex	191,607 SF	1998	68	11
Gen-Ind <25,000 FT	1,497,869 SF	1990	97	144
Gen-Ind >25,000 FT	2,222,897 SF	1990	96	33
<b>TOTAL</b>	<b>3,912,373 SF</b>	<b>1990</b>	<b>95.1</b>	<b>188</b>

Source: CoStar

## LARGEST INDUSTRIAL DEVELOPMENTS - TWO-MILE RADIUS



PIN	ADDRESS, CITY	DIST TO SUBJ	RBA	BUILT	TYPE	%LEASED
A	1214 E Houston St, Broken Arrow	1.1 mi	250,000	2017	Industrial	100
B	800 E Dallas St, Broken Arrow	0.7 mi	226,856	1948	Industrial	100
C	700 N 9th St, Broken Arrow	0.3 mi	223,056	2005	Industrial	100
D	1221 E Houston St, Broken Arrow	1.3 mi	152,100	1985	Industrial	100
E	1020 E Nashville St, Broken Arrow	1.5 mi	99,745	2019	Industrial	100
F	1215 E Houston St, Broken Arrow	1.2 mi	97,505	1988	Industrial	100
G	2000 N Aspen Ave, Broken Arrow	1.7 mi	95,600	2003	Industrial	100
H	604 N Redbud Ave, Broken Arrow	1.5 mi	80,400	1987	Industrial	100
I	605 E Houston St, Broken Arrow	1.1 mi	72,837	1969	Industrial	0
J	1605 E Iola St N, Broken Arrow	0.9 mi	67,000	1982	Industrial	100

Source: CoStar

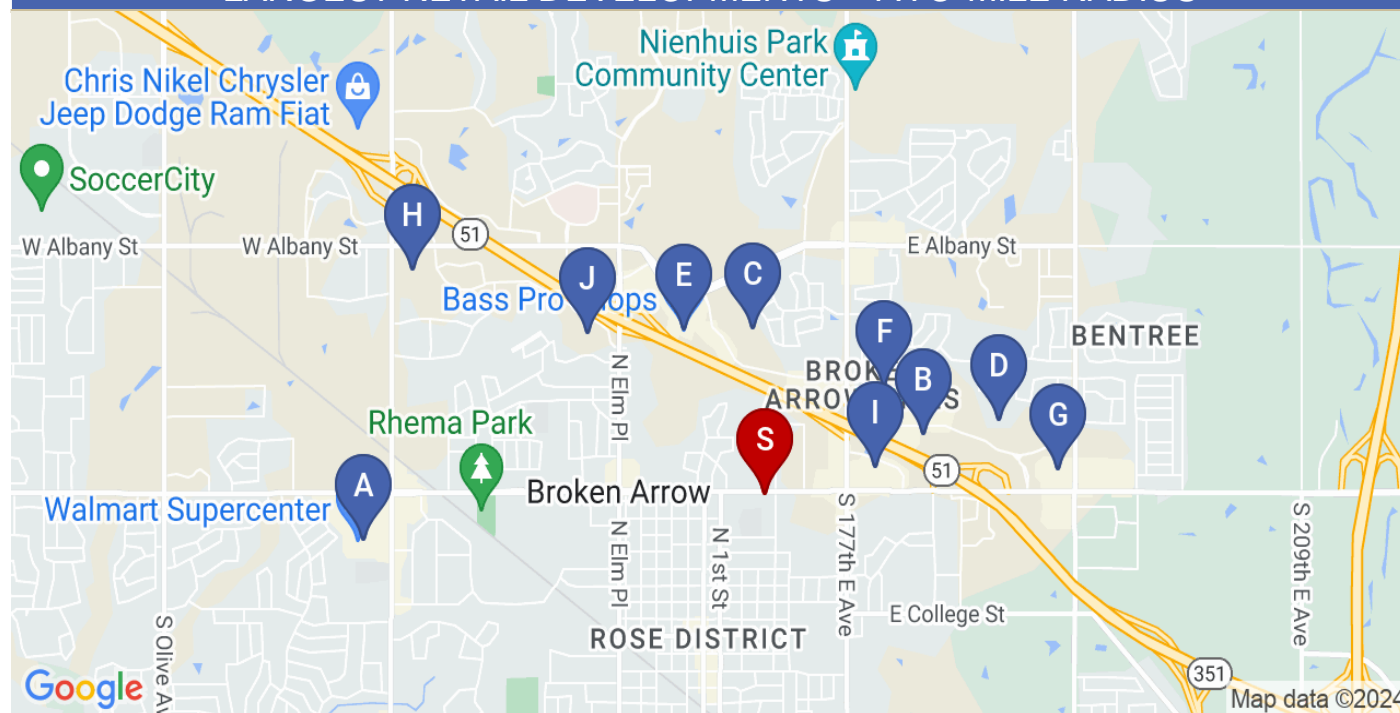


## LOCAL AREA RETAIL - TWO-MILE RADIUS

SIZE	RBA	YEAR BUILT	PERCENT LEASED	PROPERTIES
<5,000 FT	0 SF	-	-	0
>5,000 FT-<20,000 FT	1,323,271 SF	1987	92.3	122
>20,000 FT	3,085,386 SF	1997	96.8	52
<b>TOTAL</b>	<b>4,408,657 SF</b>	<b>1994</b>	<b>95.5</b>	<b>175</b>

Source: CoStar

## LARGEST RETAIL DEVELOPMENTS - TWO-MILE RADIUS



PIN	ADDRESS, CITY	DIST TO SUBJ	RBA	BUILT	CLASS	%LEASED
A	2301 W Kenosha St, Broken Arrow	1.8 mi	206,190	1998	C	100
B	1150 E Hillside Dr, Broken Arrow	0.7 mi	194,404	N/A	B	100
C	E Hillside. -1, Broken Arrow	0.7 mi	178,718	N/A	B	84.04
D	1900 E Hillside Dr, Broken Arrow	1.1 mi	145,261	2002	B	100
E	101 Bass Pro Dr, Broken Arrow	0.8 mi	126,000	2007	B	100
F	1150 E Hillside Dr, Broken Arrow	0.7 mi	125,153	2008	B	100
G	2300 E Kenosha St, Broken Arrow	1.3 mi	110,000	1985	B	100
H	2301 N Aspen Ave, Broken Arrow	1.8 mi	90,469	1994	B	100
I	1100 E Kenosha St, Broken Arrow	0.5 mi	81,284	1997	B	100
J	1800 N Elm Pl, Broken Arrow	1.0 mi	78,281	1985	C	100

Source: CoStar

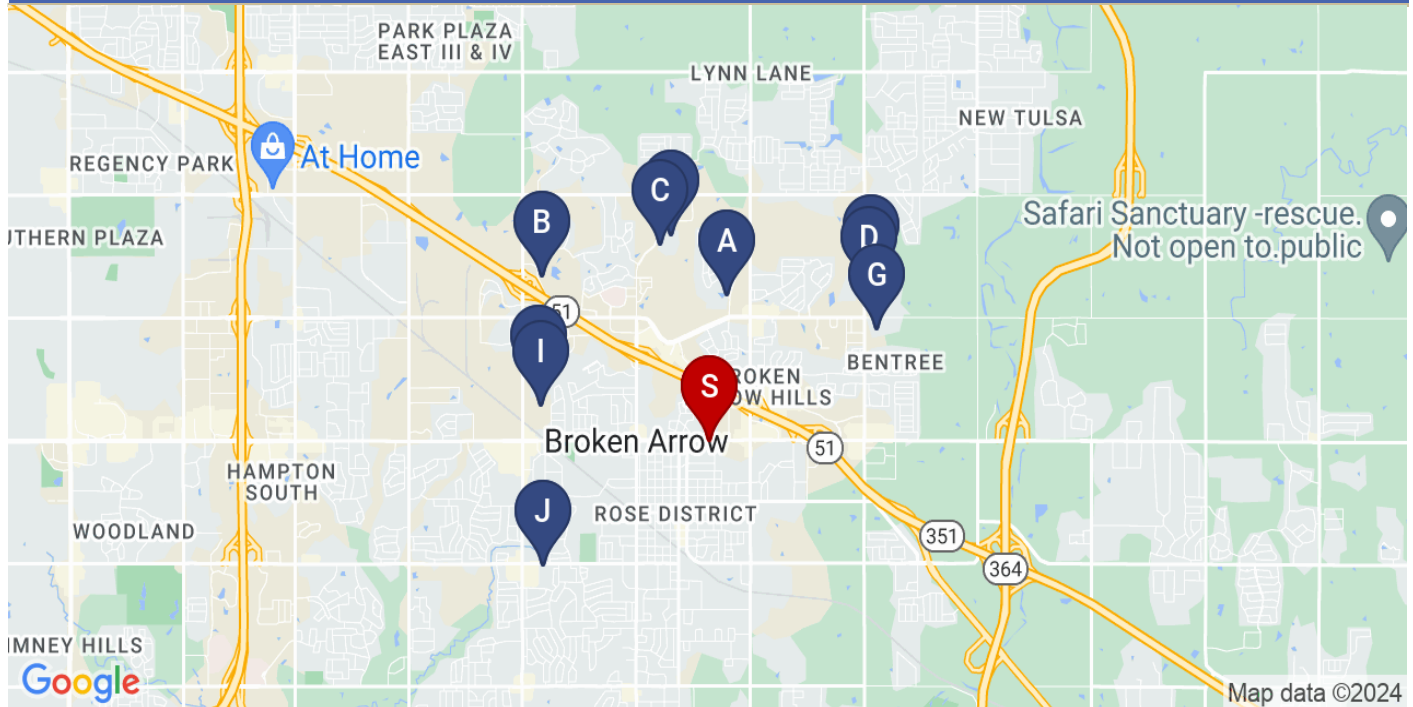


## LOCAL AREA MULTI-FAMILY - TWO-MILE RADIUS

CLASS	RBA	YEAR BUILT	UNITS	PROPERTIES
A	1,829,253 SF	2017	1,582	7
B	1,677,374 SF	2003	1,551	13
C	1,052,555 SF	1993	948	14
<b>TOTAL</b>	<b>4,559,182 SF</b>	<b>2005</b>	<b>4,188</b>	<b>35</b>

Source: CoStar

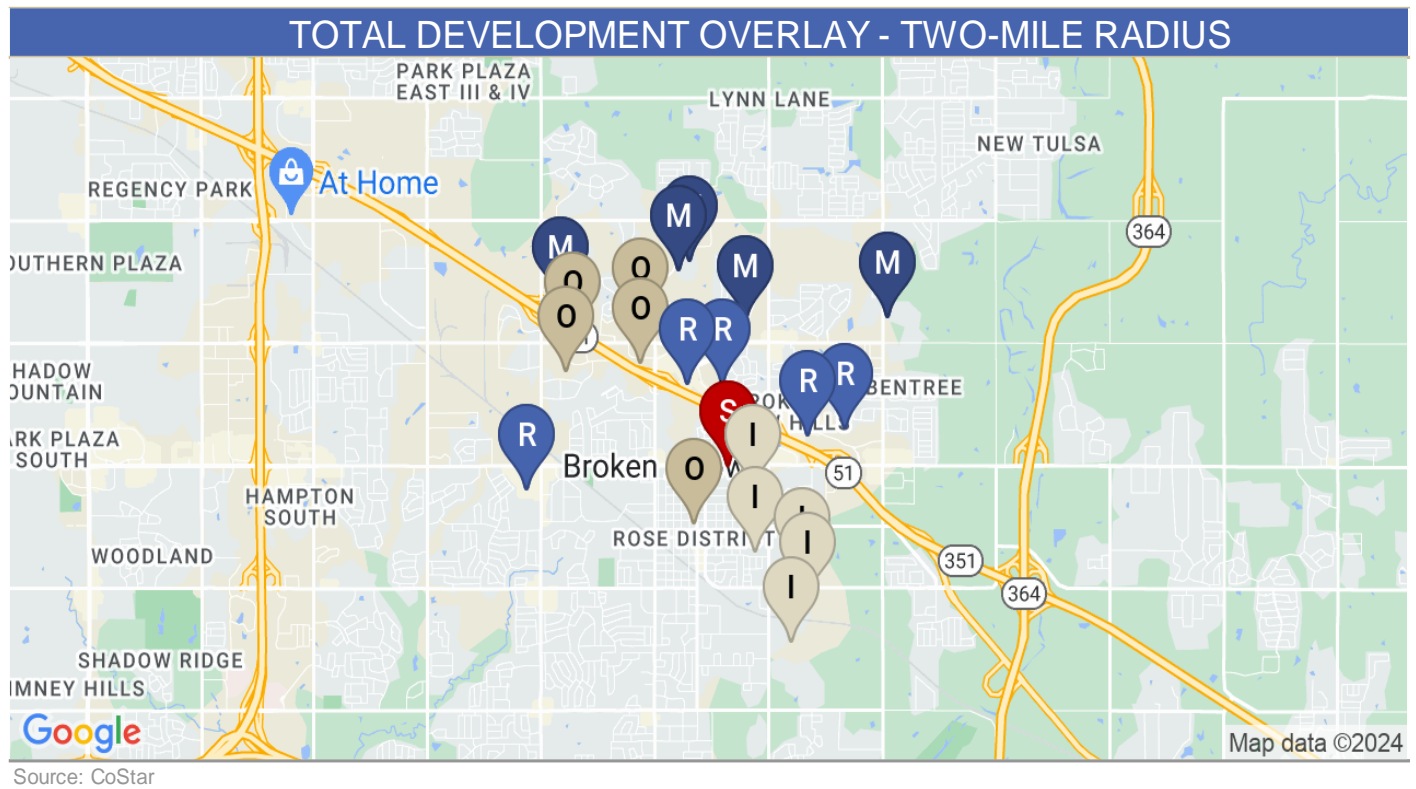
## LARGEST MULTI-FAMILY DEVELOPMENTS - TWO-MILE RADIUS



PIN	ADDRESS, CITY	DIST TO SUBJ	RBA	BUILT	CLASS	STORIES
A	2700 N 7th St, Broken Arrow	1.2 mi	715,014	2008	B	3
B	1800 W Albany Dr, Broken Arrow	2.0 mi	467,787	2012	C	3
C	3301 N Elm Ave, Broken Arrow	1.7 mi	382,953	2014	A	3
D	2701 N 23rd St, Broken Arrow	1.9 mi	324,613	2022	A	3
E	3401 N Elm Ave, Broken Arrow	1.7 mi	320,000	2022	A	1
F	2800 N 23rd St, Broken Arrow	1.9 mi	287,560	2017	A	3
G	2607 E Albany St, Broken Arrow	1.7 mi	271,800	1984	B	2
H	2001 W Princeton Cir, Broken Arrow	1.6 mi	270,156	2009	A	3
I	1375-1405 N Aspen Ave, Broken Arrow	1.5 mi	225,600	N/A	A	1
J	1947 W Houston St, Broken Arrow	1.8 mi	161,722	1996	B	2

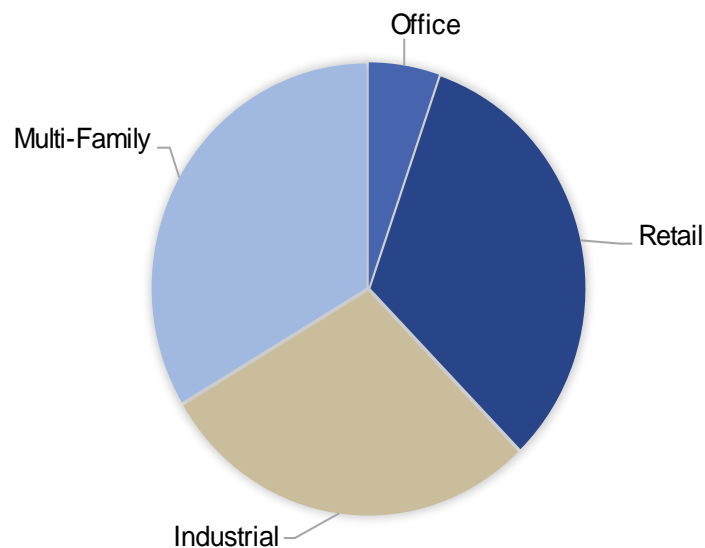
Source: CoStar





The land use in the subject's immediate neighborhood consists of a significant amount of commercial property, comprising of a mix of many property types. The following chart illustrates the high concentration of multifamily, industrial, and retail compared to office properties.

### Commercial Land Use





## Recent Development

Based on CoStar's research, 14 projects have been recently developed. All of these projects are perceived to be within 2.0 miles of the subject. The range in size of developments is 6,400 SF to the largest development of 324,613 SF. Overall, the average size of recent developments in the area is 67,730 SF. Further, it appears that most of the developments are office, retail, and multi-family in nature.

The following table details our findings:

RECENT DEVELOPMENTS IN A TWO-MILE RADIUS (2023-2024)					
PIN	ADDRESS, CITY	DIST TO SUBJ	RBA	TYPE	CLASS
A	2701 N 23rd St, Broken Arrow	1.9 mi	324,613	Multi-Family	A
B	3401 N Elm Ave, Broken Arrow	1.7 mi	320,000	Multi-Family	A
C	400 E Madison St, Broken Arrow	0.3 mi	93,000	Multi-Family	B
D	1111 N Elder Pl, Broken Arrow	2.0 mi	78,000	Multi-Family	B
E	1050 N Birch Ave, Broken Arrow	0.4 mi	20,200	Flex	C
F	1275 N Elm Plz, Broken Arrow	0.7 mi	20,000	Retail	B
G	1201 E Houston St, Broken Arrow	1.2 mi	17,500	Industrial	A
H	455 W Albany St, Broken Arrow	1.1 mi	15,000	Retail	B
I	1225 N Birch Ave, Broken Arrow	0.4 mi	14,500	Office	B
J	453 W Albany St, Broken Arrow	1.2 mi	12,000	Retail	C
K	457 W Albany St, Broken Arrow	1.1 mi	10,000	Office	C
L	457 W Albany St, Broken Arrow	1.1 mi	10,000	Office	C
M	701 W Elgin St, Broken Arrow	0.8 mi	7,000	Office	B
N	825 E Hillside Dr, Broken Arrow	0.5 mi	6,400	Retail	B

Source: CoStar

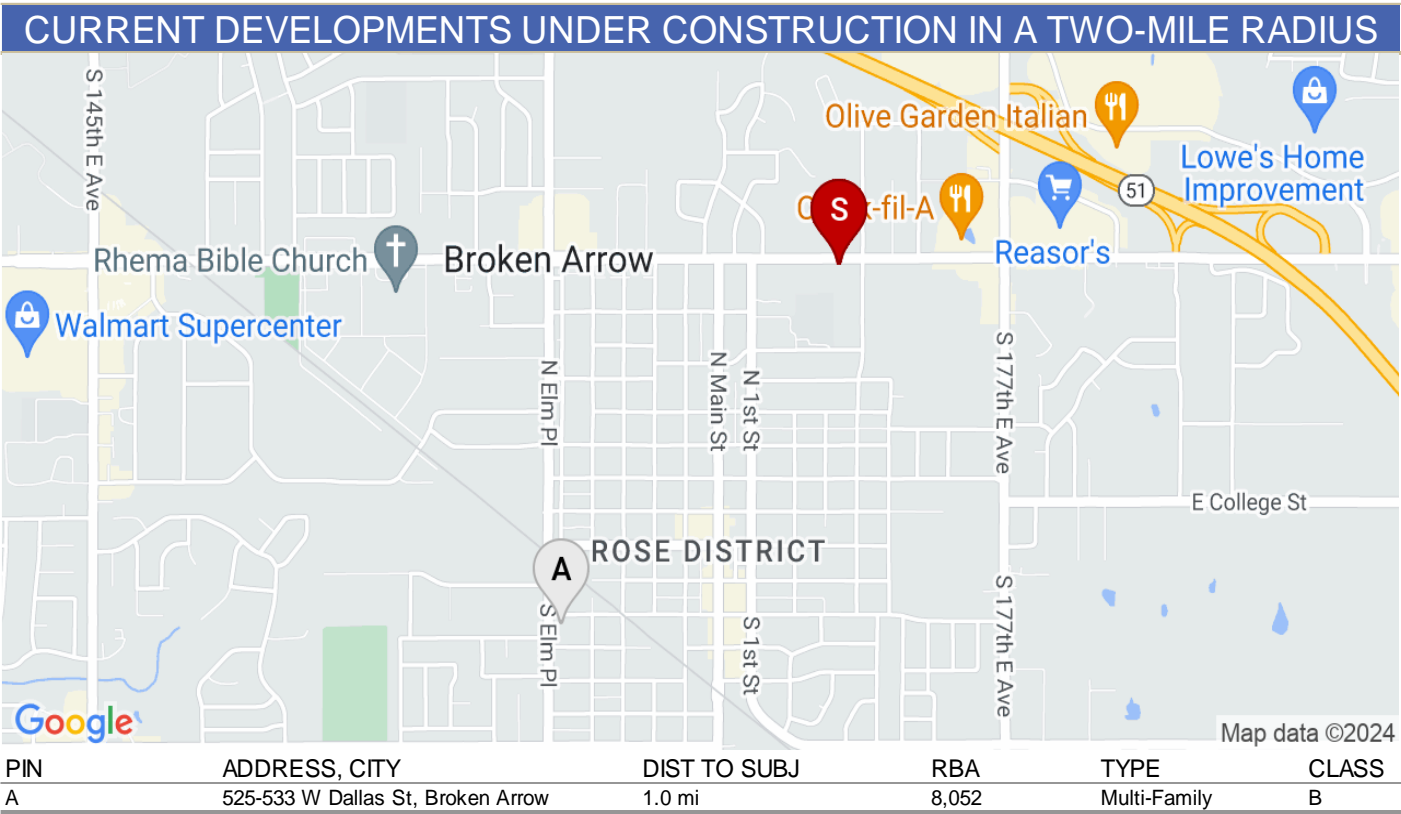
## Development Pipeline

### UNDER CONSTRUCTION

Based on CoStar's research, one project is currently under construction. The project is perceived to be within 1.0 miles of the subject. The size of future development in the area is 8,052 SF. Further, it appears that the development under construction is multi-family in nature.

The following table details our findings:



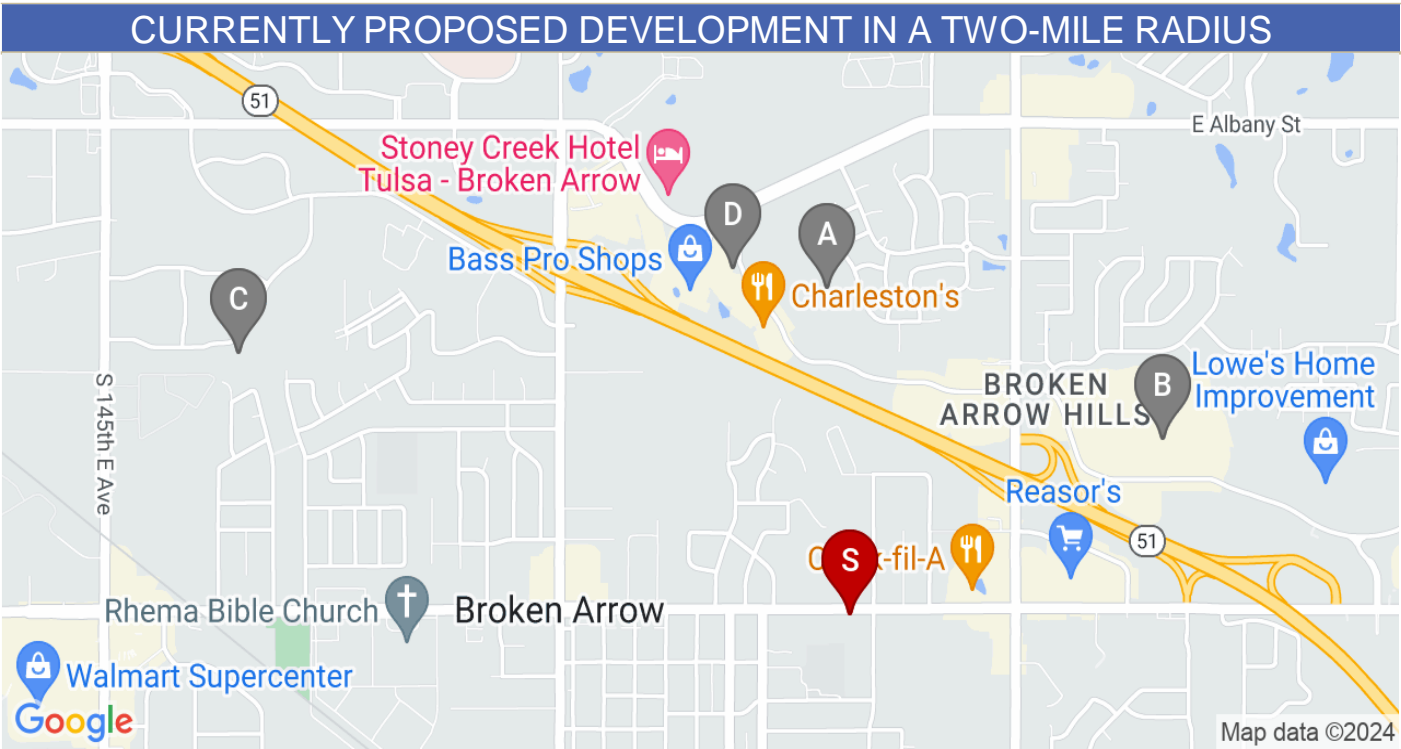


PROPOSED

Based on CoStar's research, four projects are proposed for construction. All of these projects are perceived to be within 1.4 miles of the subject. The range in size of proposed developments is 16,000 SF to the largest proposed development of 178,718 SF. Overall, the average size of proposed developments in the area is 70,687 SF. Further, it appears that most of the developments that are proposed will be retail in nature.

The following table details our findings:





PIN	ADDRESS, CITY	DIST TO SUBJ	RBA	TYPE	CLASS
A	E Hillside. -1, Broken Arrow	0.7 mi	178,718	Retail	B
B	1440 E Hillside Dr, Broken Arrow	0.8 mi	60,029	Retail (Power Center)	B
C	1729 W Reno St, Broken Arrow	1.4 mi	28,000	Flex	B
D	Hillside Dr, Broken Arrow	0.8 mi	16,000	Retail	C

Source: CoStar



## Government Influence

Governmental considerations relate to zoning, building codes, regulations, flood plain restrictions, special assessment, property tax and empowerment zones.

Zoning in the area is mixed, including commercial, residential, and industrial designations. Zoning code is enforced by the municipality and enforcement in all areas of City of Broken Arrow is considered to be typical. Rezoning typically requires public input in all municipalities. Building codes are in force and require a certain standard of construction quality and design. This is a typical influence on properties similar to the subject and falls in line with the zoning classification.

Property taxes in the area are established by Tulsa County. Considering broad authority of the county administration, the tax rates in the neighborhood are similar to other neighborhoods in the metropolitan area. There are no known special assessments that affect property in the neighborhood.

## Access/Public Transportation

The major north/south streets in the neighborhood include Elm Pl and Highway 51. The major east/west streets include Kenosha St and Houston St. With the existing transportation system, access is considered average for the subject's area.

## Local Area Summary

The subject's area has experienced recent employment growth and construction activity has been strong contributing to our conclusion that the subject's area is in the growth stage of its life cycle.



## SITE DESCRIPTION

The subject property, located at 401 E Kenosha St, Broken Arrow, OK, is a commercial land property containing a total land area of 6,500 square feet zoned CN.

The subject property consists of one parcel with a total site area of 6,500 SF (0.15 AC) which is based on information obtained from the Tulsa County Assessor. It is perceived that there is no surplus or excess land at the subject. For the purposes of this report, we have relied on this site area and reserve the right to amend our analysis upon receipt of a Survey. The following summaries the salient characteristics of the subject site.

**Address** 401 E Kenosha St, Broken Arrow, Oklahoma.

**Census Tract** 40-143-007402

<b>Number of Parcels</b>	1	
<b>Assessor Parcel</b>	R98411841115290	
<b>Land Area</b>	Square Feet	Acres
Economic Unit (Primary) Site Size	6,500	0.15
Usable Site Size	6,500	0.15
<b>Total Land Area</b>	6,500	0.15
<b>Excess/Surplus Land</b>	No	
<b>Corner</b>	Yes	
<b>Site Topography</b>	Level	
<b>Site Shape</b>	Irregular	
<b>Site Grade</b>	At street grade	
<b>Site Quality</b>	Average	
<b>Site Access</b>	Average	
<b>Site Exposure</b>	Average	
<b>Site Utility</b>	Average	
<b>Utilities</b>	All Available	

### STREET & TRAFFIC DETAIL

Street Improvements	Type	Direction	Lanes	Lights	Curbs	Sidewalks	Signals	Median	Parking	Center Lane	Bike Lane
Kenosha St	Major arterial	Two-Way	4	x	x	x	x				
4th St	Neighborhood Street	Two-Way	2	x		x	x				x
<b>Frontage</b>											
Kenosha St	650 feet										
4th St	27 feet										
<b>Traffic Counts</b>	Location	Date	Source							Count	
Kenosha St	Kenosha St	Jan-22	ODOT							18,000	
4th St	4th St	N/A	N/A							N/A	
<b>TOTAL</b>										<b>18,000</b>	

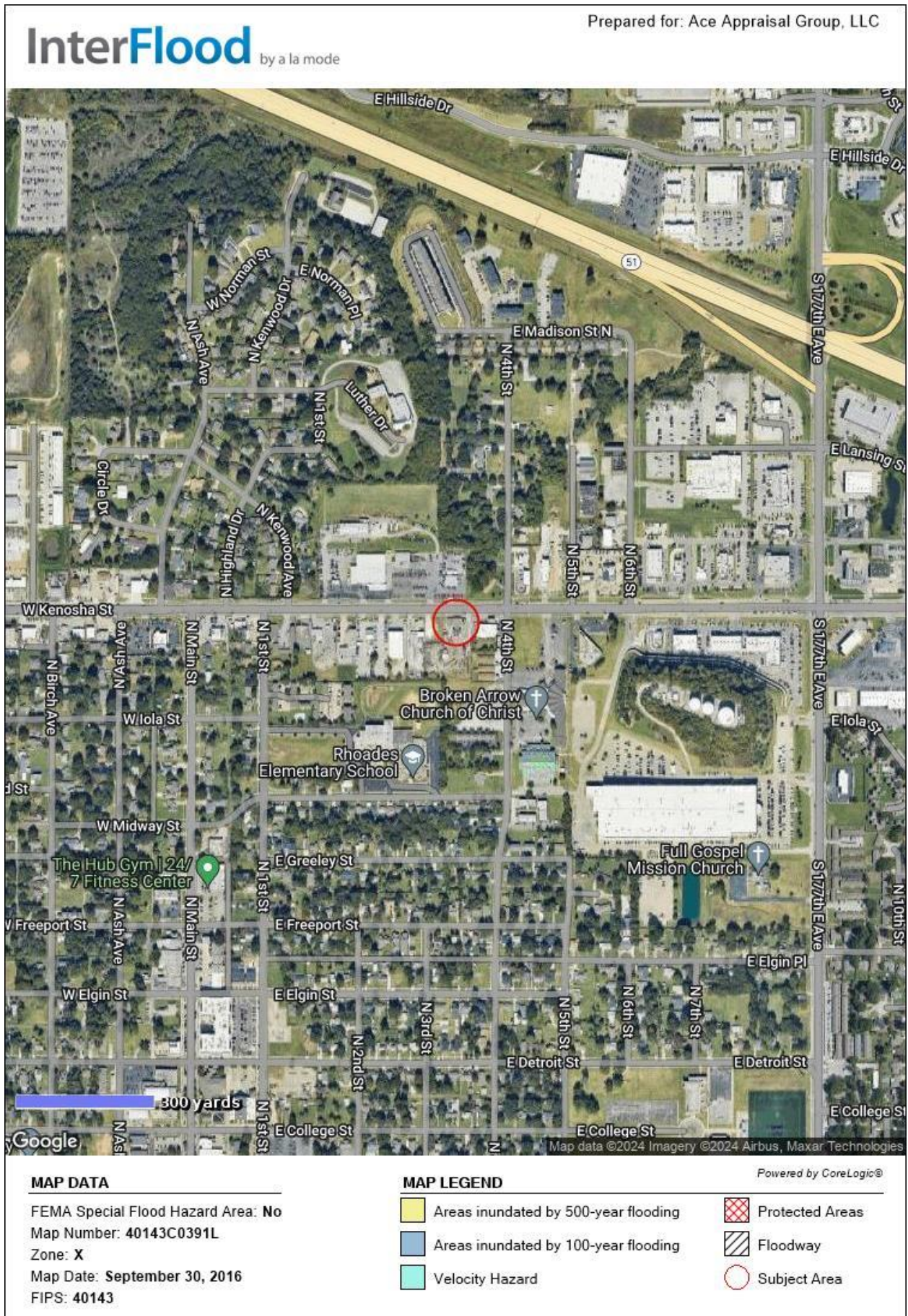


<b>Accessibility</b>	Access to the subject site is considered average overall.
<b>Exposure &amp; Visibility</b>	Exposure of the subject is average.
<b>Flood Plain</b>	Zone X (Unshaded). This is referenced by Panel Number 40143C0391L, dated September 30, 2016. Zone X (unshaded) is a moderate and minimal risk area. Areas of moderate or minimal hazard are studied based upon the principal source of flood in the area. The subject is outside the 500-year flood plain. The appraiser is not an expert in this matter and is reporting data from FEMA maps.
<b>Seismic</b>	The subject is in a low risk area.
<b>Easements</b>	A preliminary title report was not available for review. During the property observation, no adverse easements or encumbrances were noted. This appraisal assumes that there are no adverse easements present. If questions arise, further research is advised.
<b>Soils</b>	A detailed soils analysis was not available for review. Based on the development of the subject, it appears the soils are stable and suitable for the existing improvements.
<b>Hazardous Waste</b>	We have not conducted an independent investigation to determine the presence or absence of toxins on the subject property. If questions arise, the reader is strongly cautioned to seek qualified professional assistance in this matter. Please see the Assumptions and Limiting Conditions for a full disclaimer.
<b>Site Rating</b>	Overall, the subject site is considered average
<b>Site Conclusion</b>	In conclusion, the site's physical characteristics appear to be supportive of the subject's current use and there were no significant detriments discovered that would inhibit development in accordance with its highest and best use.











## Current Taxation &amp; Assessment Description

Real Estate tax assessments are administered by the Tulsa County Assessor for taxation and are estimated by jurisdiction on a county, city, and school district basis for the subject. Real estate taxes in this state and these jurisdictions are ad valorem taxes, meaning a tax applied in proportion to value. The real estate taxes for an individual property may be determined by dividing the assessed value for a property by 1,000, then multiplying the estimate by the composite rate. The composite rate is based on a blended tax rate from several local taxing district rates. Current real estate taxes and assessments are shown in the following table.

## ASSESSMENT &amp; TAXES (2024)

ASSESSOR PARCEL #	LAND	IMPROVEMENTS	TOTAL	ASSESSMENT RATIO	EQUILIZED TOTAL	TAX RATE	TOTAL TAXES
R98411841115290	\$51	\$0	\$51	11.00%	\$6	\$128.50	\$0.72
Subtotal	\$51	\$0	\$51	11.00%	\$6	\$128.50	\$1
<b>TOTAL TAX</b>							<b>\$1</b>

Source: Tulsa County Assessment & Taxation

Oklahoma is not an equalization state and according to state law, county assessors can increase assessments 1) at a maximum rate of 3.0% to 5.0% annually; 2) in accordance with values reported on building permits for additions or refurbishments; or 3) in the event of sale, to an amount commensurate with the recorded sale price where deemed to be arm's length. Consistent with this law, tax comparables are not germane to this analysis. Instead, the tax burden relevant to the valuation herein would be based on the concluded value estimate representing an arm's length sale price employed by the assessor for purpose of re-assessment upon sale.



## ZONING

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The subject is located in the Commercial Neighborhood District (CN) zoning area. The CN district is intended for small, compact commercial uses within or surrounded by residential areas, compatible in scale and character with surrounding residential uses, to serve the convenience needs of the immediately surrounding neighborhood..

### ZONING

Designation	Commercial Neighborhood District (CN)
Zoning Authority	City of Broken Arrow
Permitted Uses	A wide variety of commercial uses
Prohibited Uses	Various
Current Use	Commercial Land use
Current Use Legally Permitted	Yes
Conforming Use	The improvements conform to the requirements of the ordinance.
Conforming Lot	The site conforms to the requirements of the ordinance.
Zoning Change	No
Max Permitted Height	CN: 50' or 3-stories
Min Permitted Yard Setbacks	
Front (Feet)	CN: 50'
Rear (Feet)	CN: 30'
Side (Feet)	None Required

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Source: City of Broken Arrow Planning & Zoning Department

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### Zoning Conclusion

The current use for the subject property is commercial land use and is a permitted use based on the current zoning guidelines. No zoning change is believed to be imminent. Based on the foregoing, it appears that the subject's improvements are a legally conforming use of the subject site.



### Introduction

The highest and best use of the subject property provides the foundation for the valuation section. Highest and best use is defined in the 7<sup>th</sup> edition of *The Dictionary of Real Estate Appraisal* (Appraisal Institute, Chicago, 2022), as follows:

1. The reasonably probable use of property that results in the highest value. The four criteria that the highest and best use must meet are legal permissibility, physical possibility, financial feasibility, and maximum productivity.
2. The use of an asset that maximizes its potential and that is possible, legally permissible, and financially feasible. The highest and best use may be for continuation of an asset's existing use or for some alternative use. This is determined by the use that a market participant would have in mind for the asset when formulating the price that it would be willing to bid.
3. The highest and most profitable use for which the property is adaptable and needed or likely to be needed in the reasonably near future.

Highest and best use analysis uses the following steps for the subject:

- ▶ Highest & Best Use As Vacant
- ▶ Determination of the ideal improvements
- ▶ Highest & Best Use As Improved
- ▶ Conclusion of the Highest & Best Use

The analysis of highest and best use can be thought of as the logical end of a spectrum of market analysis procedures, running from the macroeconomic overview of a general market study, through more detailed marketability studies and analyses of financial feasibility, to the formal analysis of highest and best use. In theory, the highest and best use is commonly described as that reasonable and most profitable use that will support its highest present value. The highest and best use, or most profitable use, must be legally permissible, physically possible, financially feasible, and maximally productive.

This section develops the highest and best use of the subject property As-Vacant and As Improved.

### As Vacant Analysis

In this section the highest and best use of the subject as vacant is concluded after taking into consideration financial feasibility, maximal productivity, marketability, legal, and physical factors.

#### LEGALLY PERMISSIBLE

Private restrictions, zoning, building codes, historic district controls, and environmental regulations are considered, if applicable to the subject site. The legal factors influencing the highest and best use of the subject site are primarily government regulations such as zoning ordinances. Permitted uses of the subject's Commercial Neighborhood District (CN) include a wide variety of commercial uses. Zoning change is not likely; therefore, uses outside of those permitted by the CN zoning are not considered moving forward in the as-vacant analysis. Given prevailing land use patterns in the area, only commercial use is given further consideration in determining highest and best use of the site, as though vacant.

#### PHYSICAL POSSIBLE

The test of what is physically possible for the subject site considers physical and locational characteristics that influence its highest and best use. In terms of physical features, the subject site totals 0.15-acres (6,500 SF), it is irregular in shape and has a level topography. The site has average exposure and average overall access. There are no physical limitations that would prohibit development of any of the by-right uses on the site.

#### FINANCIAL FEASIBILITY

Based on our analysis of the market, there is currently adequate demand for commercial use in the subject's area. Therefore, commercial use is considered to be financially feasible.



**MAXIMUM PRODUCTIVITY**

There is only one use that creates value and at the same time conforms to the requirements of the first three tests. Financial feasibility, maximal productivity, marketability, legal, and physical factors have been considered and the highest and best use of the subject site as-vacant concluded to be commercial use.

**As Improved Analysis**

No improvements are situated on the subject. Therefore, a highest best analysis as improved is not applicable.

**Most Probable Buyer**

Based on the functional utility of the site and area development trends, it is our opinion that the most probable buyer for the subject would be a developer.



In traditional valuation theory, the three approaches to estimating the value of an asset are the cost approach, sales comparison approach, and income capitalization approach. Each approach assumes valuation of the property at the property's highest and best use. From the indications of these analyses, an opinion of value is reached based upon expert judgment within the outline of the appraisal process.

### Site Valuation

The site value is not a specific scope requirement of this assignment. Considering the subject property comprises a vacant site, the inclusion of estimate of vacant land value is deemed appropriate. Therefore, a valuation of the subject site has been provided herein.

### Cost Approach

The cost approach considers the cost to replace the proposed improvements, less accrued depreciation, plus the market value of the land. The cost approach is based on the understanding that market participants relate value to cost. The value of the property is derived by adding the estimated value of the land to the current cost of constructing a reproduction or replacement for the improvements and then subtracting the amount of depreciation in the structure from all causes. Profit for coordination by the entrepreneur is included in the value indication.

The Cost Approach is not a specific scope requirement of this assignment. Characteristics specific to the subject property do not warrant that this valuation technique is developed. Based on the preceding information, the Cost Approach will not be presented.

### Sales Comparison Approach

The sales comparison approach estimates value based on what other purchasers and sellers in the market have agreed to as price for comparable properties. This approach is based upon the principle of substitution, which states that the limits of prices, rents, and rates tend to be set by the prevailing prices, rents, and rates of equally desirable substitutes. In conducting the sales comparison approach, we gather data on reasonably substitutable properties and make adjustments for transactional and property characteristics. The resulting adjusted prices lead to an estimate of the price one might expect to realize upon sale of the property.

The Sales Comparison Approach is not a specific scope requirement of this assignment. Characteristics specific to the subject property do not warrant that this valuation technique be developed. Based on this reasoning, the Improved Sales Comparison Approach is not presented within this appraisal.

### Income Capitalization Approach

The income capitalization approach ("income approach") simulates the reasoning of an investor who views the cash flows that would result from the anticipated revenue and expense on a property throughout its lifetime. The net income developed in our analysis is the balance of potential income remaining after vacancy and collection loss, and operating expenses. This net income is then capitalized at an appropriate rate to derive an estimate of value or discounted by an appropriate yield rate over a typical projection period in a discounted cash flow analysis. Thus, two key steps are involved: (1) estimating the net income applicable to the subject and (2) choosing appropriate capitalization rates and discount rates. The appropriate rates are ones that will provide both a return on the investment and a return of the investment over the life of the particular property.

The Income Approach is not a scope requirement for this assignment. The subject property type is not typically analyzed on an income basis by buyers and sellers, reducing the applicability of this valuation technique. Therefore, the Income Approach is not developed. 0

### Correlation and Conclusion

Based on the agreed upon scope with the client, the subject's specific characteristics and the interest appraised, this appraisal developed Land Sales Comparison Approach. The values presented represent the As-Is Market Value (Fee Simple Interest).



### Introduction

This section values the subject site by comparing it with substitute land sales or listings within the local market area or in competitive areas throughout the region. Land value is influenced by a number of factors; most notably development and use potential. These factors, as well as others, are factored in the following analysis.

### Unit of Comparison

The most relevant unit of comparison for competing land is the \$/SF. All of the comparable sales presented in this section were reported on this basis.

### Adjustments

Adjustments to the comparable sales were considered and made when warranted for expenditures after purchase, property rights transferred, conditions of sale, financing terms, and market conditions.

1. **Property Rights** - All of the sales comparables were fee simple sales reflecting the property rights appraised herein per the agreed upon scope of work.
2. **Financing** - The sales all reflected typical cash equivalent, lender-financed transactions and no adjustments were required for financing terms.
3. **Sale Conditions** - None of the comparables required a condition of sale adjustment, as all were confirmed to be arm's length transactions.
4. **Expenditures After Sale** - Expenses that the buyer incurs after purchase (demolition, cleanup costs, etc.). No adjustments are warranted based on review of the land sales.
5. **Market Conditions (Time)** - Based on the analysis performed, which includes research and interpretation of value trends of the comparables presented herein, a market conditions adjustment of 3% is applied on an Annual basis reflecting the relatively consistent appreciation that occurred between the oldest comparable sale date up through the effective valuation date. However, it should be noted that due to recent economic trends, we have capped this adjustment to October 2022. Over the past several months, inflationary concerns and rises in interest rates have created uncertainty in the market and have led to stagnated economic growth during this time period.

### Quantitative Adjustment Process

Quantitative percentage adjustments are also made for location and physical characteristics such as size, location quality, access, exposure, as well as other applicable elements of comparison. Where possible the adjustments applied are based on paired data or other statistical analysis. It should be stressed that the adjustments are subjective in nature and are meant to illustrate the logic in deriving a value opinion for the subject property by the Land Sales Comparison Approach.

### Comparable Selection

A thorough search was made for similar land sales in the area. The parameters of the survey were highest and best use, zoning, proximity to the subject, size, and date of sale. In selecting comparables, emphasis was placed on confirming recent sales of sites that are similar to the subject property in terms of location and physical characteristics. Overall, the sales used represent the best comparables available for this analysis.



## Presentation

The following Land Sales Comparison Table, location map and exhibits summarize the sales data. Following these items, the sales are adjusted for applicable elements of comparison and the site value is concluded.

## LAND SALES COMPARISON TABLE

	SUBJECT	COMP 1	COMP 2	COMP 3	COMP 4	COMP 5
Name	Kenosha St Land	BA Retail Land	Commercial Land Tract	Hawaiian Bros Restaurant Land	Previous Walmart Outparcel	Commercial Land
Address	401 E Kenosha St	E Kenosha St TBD	451 West Albany Street	500 E Kenosha St	2346 E Kenosha St	1511 N 23rd St
City	Broken Arrow	Broken Arrow	Broken Arrow	Broken Arrow	Broken Arrow	Broken Arrow
State	OK	OK	OK	OK	OK	OK
Zip	74012	74014	74012	74012	74014	74012
County	Tulsa	Wagoner	Tulsa	Tulsa	Tulsa	Tulsa
Submarket	Downtown Broken Arrow	Wagoner County	Southeast Tulsa	-	-	-

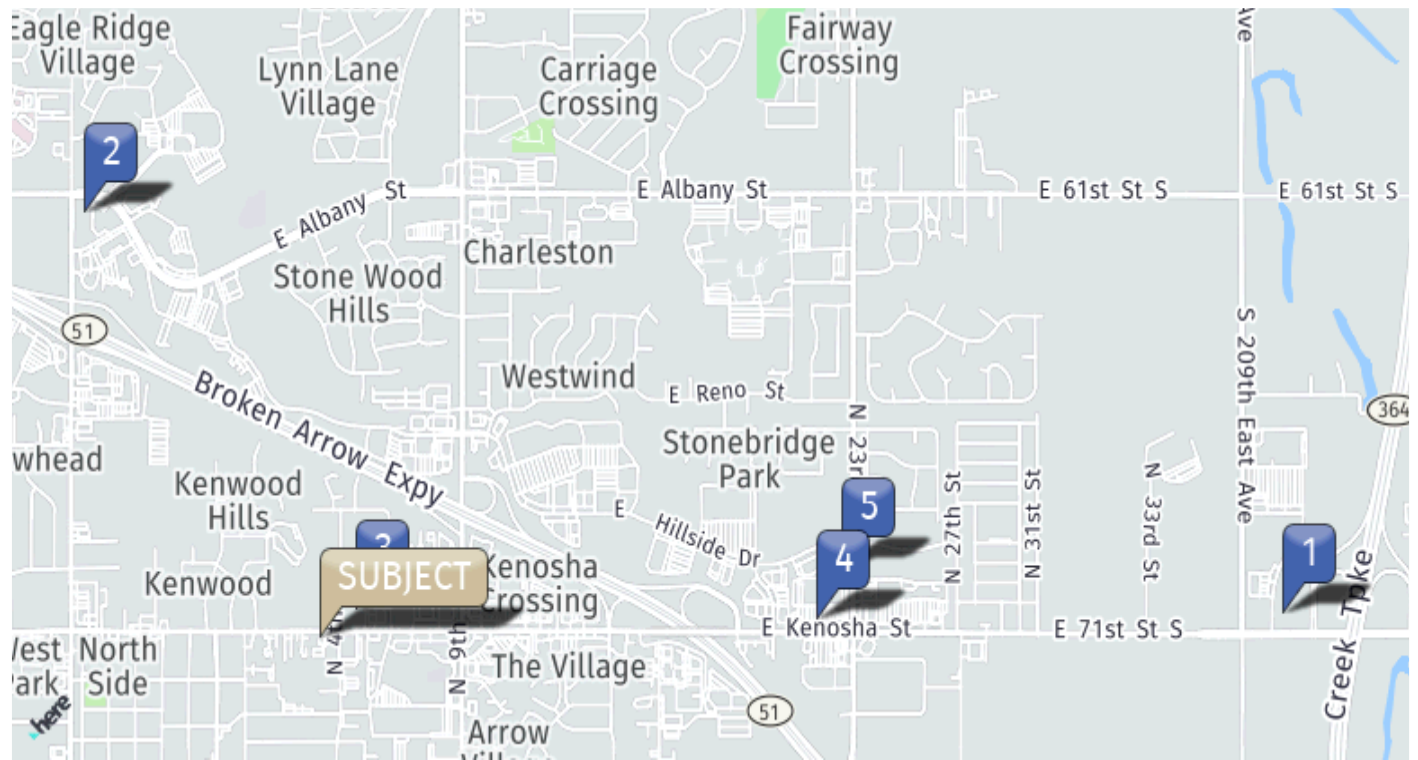
## SALE INFORMATION

Transaction Price	\$861,000	\$1,300,000	\$850,000	\$1,090,000	\$927,000
Transaction Price \$/SF	\$19.57	\$20.51	\$13.72	\$27.50	\$12.01
Property Rights <sup>1</sup>	Fee Simple	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Financing <sup>2</sup>	Cas	Cash to Seller	Cash to seller	Cash to seller	Cash to seller
Sale Conditions <sup>3</sup>	Arm's Length	Arms-length	Arm's Length	Arm's Length	Arms Length
Expenditures After Sale <sup>4</sup>	\$0	-	\$0	\$0	\$0
Market Conditions <sup>5</sup>	2/17/2022 2%	12/6/2021 2%	1/23/2023	2/23/2023	8/15/2023
Sale Status	Recorded	Recorded	Closed	Closed	Closed
Recording Number	2780-373	2021142860	2023005334	2023013381	2023066357
Total Transactional Adjustments	\$0.36 2%	\$0.50 2%	\$0.00 0%	\$0.00 0%	\$0.00 0%
<b>Adjusted \$/SF</b>	<b>\$19.93</b>	<b>\$21.01</b>	<b>\$13.72</b>	<b>\$27.50</b>	<b>\$12.01</b>

## PHYSICAL INFORMATION

Square Feet	6,500	43,996 5%	63,380 5%	61,940 5%	39,636	77,217 10%
Acres	0.15	1.01	1.46	1.42	0.91	1.77
Location	Average	Average	Average	Average	Average	Average
Access	Average	Average	Average	Average	Average	Average
Exposure	Average	Average	Average	Average	Average	Below Average 5%
Shape	Irregular	Generally Rectangular (10%)	Generally Rectangular (10%)	Irregular	Generally Rectangular (10%)	Generally Rectangular (10%)
Zoning	CN	CH	CH	CH	CH	CH
Topography	Level	Level	Level	Generally Level	Generally Level	Generally Level
Flood Zone	Zone X (Unshaded)	Zone X (Unshaded)	Zone X (Unshaded)	Zone X (Unshaded)	Zone X (Unshaded)	Zone X (Unshaded)
Total Physical Adjustments		(\$1.00) (5%)	(\$1.05) (5%)	\$0.69 5%	(\$2.75) (10%)	\$0.60 5%
Adjusted \$/SF		\$18.93	\$19.96	\$14.41	\$24.75	\$12.61





COMPARABLE	LABEL	ADDRESS	MILES FROM SUBJECT
COMPARABLE 1	1	E Kenosha St TBD, Broken Arrow, OK, 74014	2.5
COMPARABLE 2	2	451 West Albany Street, Broken Arrow, OK, 74012	1.1
COMPARABLE 3	3	500 E Kenosha St, Broken Arrow, OK, 74012	0.1
COMPARABLE 4	4	2346 E Kenosha St, Broken Arrow, OK, 74014	1.3
COMPARABLE 5	5	1511 N 23rd St, Broken Arrow, OK, 74012	1.3



Land Sale Exhibits



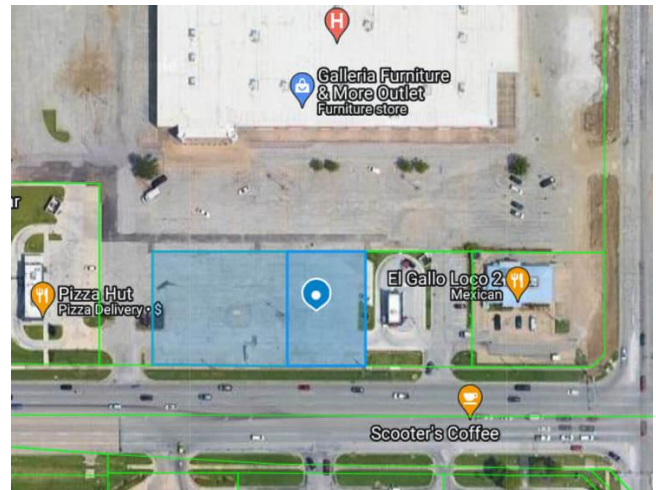
COMPARABLE 1



COMPARABLE 2



COMPARABLE 3



COMPARABLE 4



COMPARABLE 5



## Land Sales Adjustment Discussion

The comparable land sales indicate an overall unadjusted value range from \$12.01/SF to \$27.50/SF, and average of \$18.66/SF. After adjustments, the comparables indicate a narrower range for the subject site between \$12.61/SF and \$24.75/SF with an average of \$18.13/SF. The adjustment process is described below.

**Land Sale 1 (\$18.93/SF Adjusted)** – - Sale of a build-ready pad site south of Walmart on E Kenosha St near the Creek Turnpike.

**Land Sale 2 (\$19.96/SF Adjusted)** – - The property was sold in December of 2021 for \$1,300,000. The property is zone CH, has all utilities available and lies in Zone X-unshaded.

**Land Sale 3 (\$14.41/SF Adjusted)** – - Vacant land parcel sold to a Hawaiian Bros restaurant developer. Developer constructed a build-to-suit Hawaiian Bros property on the site.

**Land Sale 4 (\$24.75/SF Adjusted)** – - Property was previously a vacant outparcel of Walmart. Walmart changed location, and a furniture store is not occupying the previous Walmart building.

**Land Sale 5 (\$12.61/SF Adjusted)** – - Sale of a retail land site for commercial development in the popular Hillside retail area of Broken Arrow. Buyer will likely construct a retail center.

## Land Value Conclusion

The comparables indicate a unit value, based on a general bracketing analysis, between \$12.61/SF and \$24.75/SF. Based on the subject's overall locational and physical features, a unit value conclusion of \$18.00/SF is supported. The following table summarizes the comparable land sales analysis and applies the unit value conclusion to the site area to provide an indication of the as-vacant land value.

LAND SALES COMPARISON APPROACH CONCLUSION (SF)							
TRANSACTION	TRANSACTIONAL <sup>1</sup>		ADJUSTMENT			NET	GROSS
	PRICE		ADJUSTED	PROPERTY <sup>2</sup>	FINAL	ADJ	ADJ
1	\$19.57	2%	\$19.93	(5%)	\$18.93	(3%)	17%
2	\$20.51	2%	\$21.01	(5%)	\$19.96	(3%)	17%
3	\$13.72	0%	\$13.72	5%	\$14.41	5%	5%
4	\$27.50	0%	\$27.50	(10%)	\$24.75	(10%)	10%
5	\$12.01	0%	\$12.01	5%	\$12.61	5%	25%
HIGH	\$27.50	2%	\$27.50	5%	\$24.75	5%	25%
AVG	\$18.66	1%	\$18.83	(2%)	\$18.13	(1%)	15%
MED	\$19.57	0%	\$19.93	(5%)	\$18.93	(3%)	17%
LOW	\$12.01	0%	\$12.01	(10%)	\$12.61	(10%)	0%
SUBJECT SF			\$/SF		VALUE		
Usable Land	6,500	x	\$18.00	=	\$117,000		
INDICATED VALUE (ROUNDED TO NEAREST \$10,000)			\$18.46		\$120,000		

<sup>1</sup>Cumulative <sup>2</sup>Additive



RECONCILIATION OF VALUE CONCLUSIONS

Based on the agreed upon scope with the client, the subject’s specific characteristics and the interest appraised, this appraisal developed Land Sales Comparison Approach. The value presented represents the As-Is Market Value (Fee Simple Interest).

RECONCILIATION OF VALUES	
VALUATION SCENARIOS	AS-IS MARKET VALUE
Interest	Fee Simple Interest
Date	June 11, 2024
LAND VALUE	
LAND CONCLUSION	\$120,000
\$/SF Usable Land	\$18
FINAL VALUE CONCLUSION	
FINAL VALUE CONCLUSION	<b>\$120,000</b>
\$/SF Usable Land	\$18



We certify that, to the best of our knowledge and belief:

- ▶ The statements of fact contained in this report are true and correct.
- ▶ The reported analyses, opinions, and conclusions of the signers are limited only by the reported assumptions and limiting conditions, and are our personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- ▶ The signers of this report have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
- ▶ The signers have performed no services, specifically as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- ▶ The signers are not biased with respect to the property that is the subject of this report or to the parties involved with this assignment.
- ▶ The signers have no present or prospective interest in the property that is the subject to this report and have no present or prospective personal interest or bias with respect to the participants in the transaction. The signers did not base, either partially or completely, the analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.
- ▶ The engagement in this assignment was not contingent upon developing or reporting predetermined results.
- ▶ The compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- ▶ The reported analysis, opinions, and conclusions were developed, and this report has been prepared, in conformity with the requirements of the *Code of Professional Ethics* and *Standards of Professional Appraisal Practice* of the Appraisal Institute, and the *Uniform Standards of Professional Appraisal Practice*, as set forth by the Appraisal Standards Board of the Appraisal Foundation.
- ▶ Ethan Scott inspected the property that is the subject of this report. Andrea Johnson and Casey Mars have not inspected the subject property.
- ▶ Mark Ramirez provided significant real property appraisal assistance to the appraisers signing the certification.
- ▶ The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
- ▶ As of the date of this report, Andrea Johnson, Casey Mars, and Ethan Scott have completed the Standards and Ethics Education Requirements of Candidates for Designation, the Appraisal Institute.





Ethan Scott  
 Certified General Real Estate Appraiser  
 Oklahoma License No. 13419CGA  
 Expiration Date 6/30/2025



Andrea Johnson  
 Certified General Real Estate Appraiser  
 Oklahoma License No. 13505CGA  
 Expiration Date 8/31/2026



Casey Mars  
 Certified General Real Estate Appraiser  
 Oklahoma License No. 13418CGA  
 Expiration Date 6/30/2025



## ASSUMPTIONS & LIMITING CONDITIONS

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- ▶ Information presented in this report has been obtained from reliable sources, and it is assumed that the information is accurate.
- ▶ This analysis assumes that the information provided for this appraisal accurately reflect the current condition of the subject property.
- ▶ This report shall be used for its intended purpose only, and by the party to whom it is addressed. Possession of this report does not include the right of publication.
- ▶ The appraisers may not be required to give testimony or to appear in court by reason of this appraisal, with reference to the property in question, unless prior arrangements have been made.
- ▶ The statements of value and all conclusions shall apply as of the dates shown herein.
- ▶ There is no present or contemplated future interest in the property by the appraisers which is not specifically disclosed in this report.
- ▶ Without the written consent or approval of the authors neither all, nor any part of, the contents of this report shall be conveyed to the public through advertising, public relations, news, sales, or other media. This applies particularly to value conclusions and to the identity of the appraisers and the company with which the appraisers are connected.
- ▶ This report must be used in its entirety. Reliance on any portion of the report independent of others, may lead the reader to erroneous conclusions regarding the property values. Unless approval is provided by the authors no portion of the report stands alone.
- ▶ We assume no responsibility for matters legal in character, nor do we render any opinion as to title, which is assumed to be marketable. All existing liens, encumbrances, and assessments have been disregarded, unless otherwise noted, and the property is appraised as though free and clear, under responsible ownership, and competent management.
- ▶ The appraisal has provided exhibits to assist the client(s)/intended user(s) to understand from a graphical standpoint some of the salient issues which impact the subject property. We have made no survey of the property and if further verification is required, a survey by a registered surveyor is advised.
- ▶ The appraisers assume no responsibility for determining if the property requires environmental approval by the appropriate governing agencies, nor if it is in violation thereof, unless otherwise noted herein. This analysis assumes that no asbestos or other hazardous materials are stored or found in or on the subject property. If evidence of hazardous materials of any kind occurs, the reader should seek qualified professional assistance. If hazardous materials are discovered and if future market conditions indicate an impact on value and increased perceived risk, a revision of the concluded values may be necessary.
- ▶ The valuation stated herein assumes professional management and operation of the buildings throughout the lifetime of the improvements, with an adequate maintenance and repair program.
- ▶ The liability of Ace Appraisal Group, LLC, its principals, agents, and employees is limited to the client. Further, there is no accountability, obligation, or liability to any third party. If this report is placed in the hands of anyone other than the client, the client shall make such party aware of all limiting conditions and assumptions of the assignment and related discussions. The appraisers are in no way responsible for any costs incurred to discover or correct any deficiency in the property.
- ▶ The appraisers are not qualified to detect the presence of toxic or hazardous substances or materials which may influence or be associated with the property or any adjacent properties, has made no investigation or analysis as to the presence of such materials, and expressly disclaims any duty to note the degree of fault. Ace Appraisal Group, LLC and its principals, agents, employees, shall not be liable for any costs, expenses, assessments, or penalties, or diminution in value, property damage, or personal injury (including death) resulting from or otherwise attributable to toxic or hazardous substances or materials, including without limitation hazardous waste, asbestos material, formaldehyde, or any smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, solids or gasses, waste materials or other irritants, contaminants or pollutants.
- ▶ The appraisers assume no responsibility for determining if the subject property complies with the Americans with Disabilities Act (ADA). Ace Appraisal Group, LLC, its principals, agents, and employees, shall not be liable for any costs, expenses, assessments, penalties or diminution in value resulting from non-compliance.
- ▶ This appraisal assumes that the subject meets an acceptable level of compliance with ADA standards; if the subject is not in compliance, the eventual renovation costs and/or penalties would negatively impact the present value of the subject. If the magnitude and time of the cost were known today, they would be reduced from the reported value conclusion.
- ▶ Unless otherwise noted herein, a detailed soils study was not provided for this analysis. The subject's soils and sub-soil conditions are assumed to be suitable based upon a visual observation of the subject property and surrounding properties, which did not indicate evidence of excessive settling or unstable soils. No certification is made regarding the stability or suitability of the soil or sub-soil conditions.



## Andrea Johnson



### Partner | OKC

#### Current Responsibilities

Andrea Johnson serves as a Partner for Ace Appraisal Group (AAG) in Oklahoma. Actively engaged in real estate valuation and consulting assignments since 2016, Ms. Johnson has performed appraisal services for various types of real property including but not limited to retail (shopping centers, strip, freestanding, auto dealerships, restaurants, car washes, c-stores, event centers, grocery), billboards, single-family residential and commercial subdivisions, office buildings (CBD, suburban, rural, medical, daycare, call centers), industrial (manufacturing, distribution, cold storage, warehousing, flex, self-storage), and vacant land. Valuations have been prepared on proposed, partially completed, renovated, and existing structures. Clients served include banks and financial institutions, developers, investors, business/industry, government, and mortgage bankers.

#### Experience

Ms. Johnson showcases specialized expertise in auto dealership facilities and brand standards, used car dealerships, billboards and street furniture, industrial manufacturing and flex facilities, daycare facilities, enclosed and partially enclosed malls and large shopping centers. Ms. Johnson has completed projects related to taxation including but not limited to: tax protests, partial interest valuations of single purpose entities, joint ventures, tenants-in-common, and trusts for financial reporting and tax planning.

Prior to founding Ace Appraisal Group in 2022, Ms. Johnson served as Vice President in valuations for a global commercial real estate company. Ms. Johnson was recognized as a top performer throughout the years by the Fortune 500 firm. Before specialization in valuations, Ms. Johnson was a commercial real estate lender for a national life insurance company providing efficiencies in loan underwriting, lease analyses, and appraisal review. As a leader of the organization, Ms. Johnson performed presentations to the senior investment committee and held multiple roles in nationwide conferences sponsored by the Mortgage Bankers Association. Throughout her tenure and by growing relationships with mortgage bankers and loan officers, Ms. Johnson acquired expertise in commercial mortgage financing, underwriting, forecasting, and risk assessment.

#### Education and Professional Associations

- Candidate for Designation, Appraisal Institute
- Certified General Real Estate Appraiser–Oklahoma
- Master of Business Administration–Mid-America Christian University
- Bachelor of Business Administration in Finance–University of Central Oklahoma
- Greater Oklahoma City Chamber of Commerce–Member
- Urban Land Institute (ULI)–Associate Member
- Commercial Real Estate Council (CREC) of Oklahoma–Member
- Oklahoma City Young Professionals –Member

#### Contact

T: 405-505-0238

E: [andrea@aceappraisalgroup.com](mailto:andrea@aceappraisalgroup.com)



## State of Oklahoma



Glen Mulready, Insurance Commissioner

### Oklahoma Real Estate Appraiser Board

This is to certify that:

# Andrea D Johnson

*has complied with the provisions of the Oklahoma Real Estate Appraisers Act to transact business as a State Certified General Real Estate Appraiser in the State of Oklahoma.*

*In Witness Whereof, I have hereunto set my hand and caused the seal of my office to be affixed at the City of Oklahoma City, State of Oklahoma, this 14th day of July, 2023.*

**Glen Mulready, Insurance Commissioner  
Chairperson, Oklahoma Real Estate Appraiser Board**

**Members, Oklahoma Real Estate Appraiser Board**



Brandon Witt

Lavonna M. Milam

Expires:

**08/31/2026**

Oklahoma Appraiser Number:

**13505CGA**





## Casey Mars



### Partner | OKC

#### Current Responsibilities

Casey Mars serves as a Partner for Ace Appraisal Group (AAG) in Oklahoma. Actively involved in real estate valuation, advisory, and consulting assignments since 2015, Mr. Mars has performed appraisal services for various types of real property including but not limited to retail (shopping centers, strip, freestanding, restaurants), single-family residential and commercial subdivisions, office buildings (CBD, suburban, medical, dental, and call centers), industrial (manufacturing, distribution, cold storage, warehousing, flex, self-storage), and vacant land. Valuations have been prepared on proposed, partially completed, renovated, and existing structures. Clients served include banks and financial institutions, developers, investors, business/industry, government, and mortgage bankers.

#### Experience

Mr. Mars has specialized expertise in residential subdivision valuation & analysis, litigation, right-of-way and condemnation, and hotels. Additionally, Mr. Mars has completed many projects related to taxation such as: tax protests and partial interest valuations of various entities for financial reporting and tax planning.

Prior to founding Ace Appraisal Group in 2022, Mr. Mars served as Vice President for a global, Fortune 500 real estate firm. During his tenure at the worldwide commercial real estate company, Mr. Mars was recognized as a top performer and led the residential subdivision sector of valuations for the nation. Mr. Mars displays experience in multiple property types, including but not limited to; office, retail, manufacturing facilities, industrial distribution, cold-storage, healthcare facilities, meat packing plants, mixed-use residential and commercial subdivisions, limited and full-service lodging, gaming, ranch land, municipal, state, and federal tax abatements, and utility districts. Before focusing on commercial real estate, Mr. Mars supervised a large team for a nationwide insurance company. Over the years, Mr. Mars developed knowledge and expertise in leadership, management, and client relations.

#### Education and Professional Associations

- Candidate for Designation, Appraisal Institute
- Certified General Real Estate Appraiser—Oklahoma
- Bachelor of Business Administration—Southern Nazarene University
- Greater Oklahoma City Chamber of Commerce—Member
- Urban Land Institute (ULI)—Associate Member
- Commercial Real Estate Council (CREC) of Oklahoma—Member

#### Contact

T: 405-830-9966

E: [casey@aceappraisalgroup.com](mailto:casey@aceappraisalgroup.com)



# State of Oklahoma



*Glen Mulready, Insurance Commissioner*

## Oklahoma Real Estate Appraiser Board

*This is to certify that:*

### Casey M Mars

*has complied with the provisions of the Oklahoma Real Estate Appraisers Act to transact business as a **State Certified General Real Estate Appraiser** in the State of Oklahoma.*

*In Witness Whereof, I have hereunto set my hand and caused the seal of my office to be affixed at the City of Oklahoma City, State of Oklahoma, this 2nd day of June, 2022.*

*Glen Mulready, Insurance Commissioner  
Chairperson, Oklahoma Real Estate Appraiser Board*

*Members, Oklahoma Real Estate Appraiser Board*



*Brandon Witt*

*Patricia A. Brown*

*Expires:*

**06/30/2025**

*Oklahoma Appraiser Number:*

**13418CGA**





## Ethan Scott



### Partner | Tulsa

#### Current Responsibilities

Ethan Scott serves as a Partner for Ace Appraisal Group (AAG) in Oklahoma. Actively engaged in real estate valuation and consulting assignments since 2017, Mr. Scott has performed appraisal services including narrative and summary valuations, market rent studies, and feasibility analyses. Real property types valued include hotels and hospitality, right-of-way and condemnation, multi-family, retail (shopping centers, strip, freestanding, restaurants, c-stores, grocery), commercial subdivisions, office buildings (CBD, suburban, rural, medical, daycare), industrial (manufacturing, distribution, cold storage, warehousing, flex, self-storage), and vacant land. Valuations have been completed on proposed, partially completed, renovated, and existing structures. Clients served include banks and financial institutions, developers, investors, business/industry, government, and mortgage bankers.

#### Experience

Mr. Scott showcases specialized expertise in full and limited-service hotels, right-of-way and condemnation, and self-storage facilities. Mr. Scott has completed projects related to taxation including but not limited to: tax protests, partial interest valuations of single purpose entities, joint ventures, tenants-in-common, and trusts for financial reporting and tax planning.

Prior to founding Ace Appraisal Group in 2022, Mr. Scott served as Vice President in valuations for a Fortune 500, international commercial real estate company. Mr. Scott was chosen to be part of the national hotel & hospitality valuations team and recognized as a top performer. Before entering his career in commercial real estate valuation, Mr. Scott worked at a financial services firm providing clients with strategies and assistance in savings, investments, and debt elimination.

#### Education and Professional Associations

- Candidate for Designation, Appraisal Institute
- **Certified General Real Estate Appraiser—Oklahoma**
- Bachelor of Science (Business Administration and Psychology)—Oral Roberts University
- Tulsa Regional Chamber of Commerce—Member
- Greater Oklahoma City Chamber of Commerce—Member
- Urban Land Institute (ULI)—Associate Member

#### Contact

T: 918-927-9296

E: [ethan@aceappraisalgroup.com](mailto:ethan@aceappraisalgroup.com)



# State of Oklahoma



*Glen Mulready, Insurance Commissioner*

## Oklahoma Real Estate Appraiser Board

*This is to certify that:*

# **Ethan P Scott**

*has complied with the provisions of the Oklahoma Real Estate Appraisers Act to transact business as a **State Certified General Real Estate Appraiser** in the State of Oklahoma.*

*In Witness Whereof, I have hereunto set my hand and caused the seal of my office to be affixed at the City of Oklahoma City, State of Oklahoma, this 14th day of June, 2022.*

**Glen Mulready, Insurance Commissioner**  
**Chairperson, Oklahoma Real Estate Appraiser Board**

**Members, Oklahoma Real Estate Appraiser Board**



**Brandon Witt**

**Patricia M. Brown**

*Expires:*

**06/30/2025**

*Oklahoma Appraiser Number:*

**13419CGA**





# Assessor

## General Information

Account Number	R98411841115290
Situs Address	401 E KENOSHA ST N BROKEN ARROW 74012
Owner Name	CITY OF BROKEN ARROW
Owner Mailing Address	PO BOX 610 BROKEN ARROW, OK 74013
Land Area	0.15 acres / 6,500 sq ft
Market Value	\$32,500
Last Year's Taxes	-
Legal Description	Subdivision: UNPLATTED (98411) Legal: BEG 50S NEC NW NW NE TH W50 S130 E50 N130 POB SEC 11 18 14 .149AC Section: 11 Township: 18 Range: 14



**98411-84-11-15290 (11/2006)**

## Tax Information

	2022	2023	2024
Fair Cash Value	\$32,500	\$32,500	\$32,500
Taxable Value	\$32,500	\$32,500	\$32,500
Assessment Ratio			
Gross Assessed	\$0	\$0	\$0
Exemptions	\$0	\$0	\$0
Net Assessed	\$0	\$0	\$0
Tax Rate	BA-3A	BA-3A	BA-3A
Tax Rate Mills	129.620000	128.500000	128.500000
Estimated Taxes	\$0	\$0	\$0
Notice of Value Date (if changed from prev yr)	-	-	-

## Values

	2022	2023	2024
Land Value	\$0	\$0	\$0
Improvement Value	\$0	\$0	\$0
Fair Cash (Market) Value	\$32,500	\$32,500	\$32,500

## Exemptions

	2022	2023	2024
Homestead	-	-	-
Additional Homestead	-	-	-
Senior Valuation Freeze	-	-	-
Veteran	-	-	-

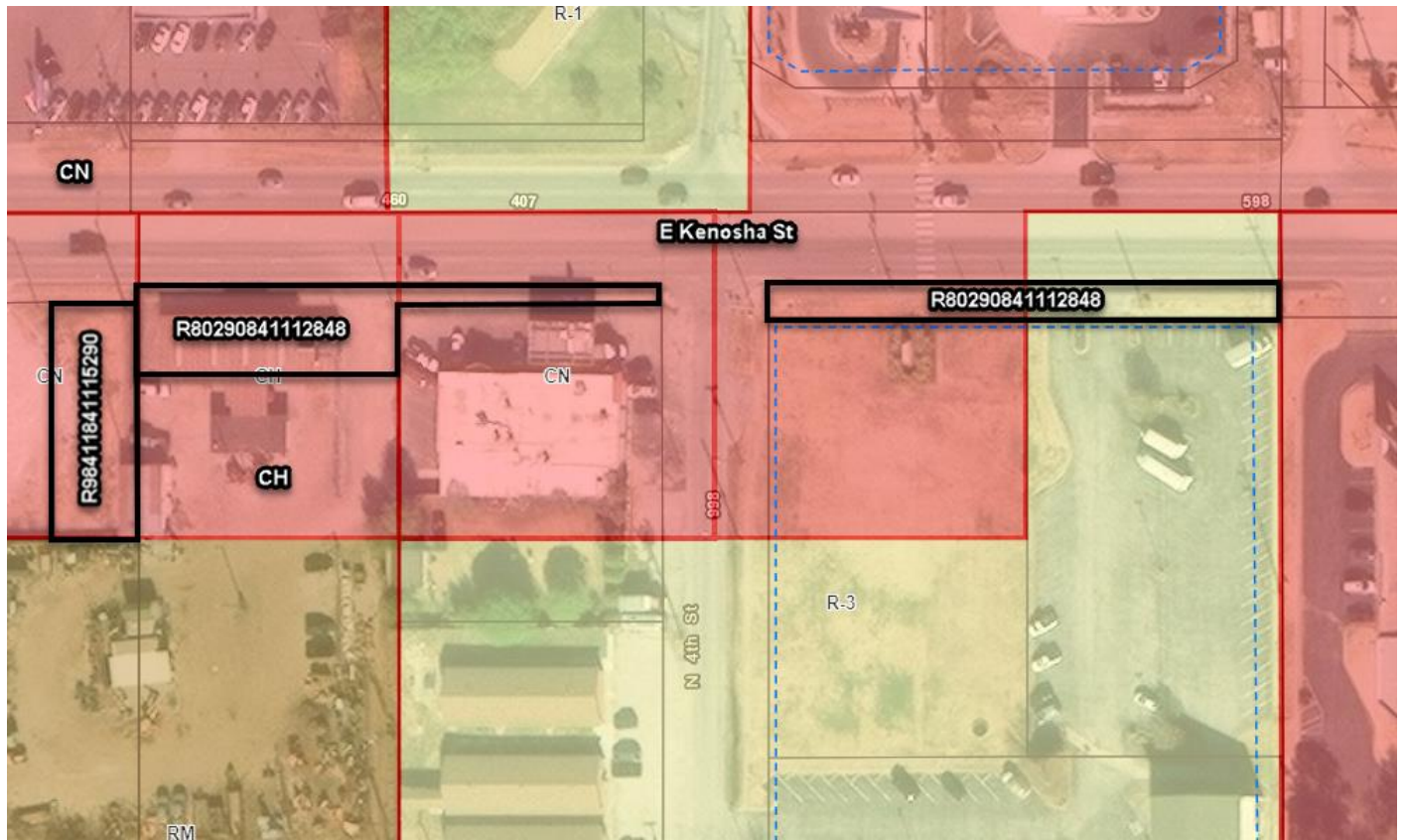
## Current Improvements

There are no current improvements for this account.

## Recent Sales

Sale Date	Grantor	Grantee	Sale Price	Doc Type	Book-Page/Doc #
2/13/1998			\$0	Journal Entry Of Judgment	2000300063 BK-06011PG-01035

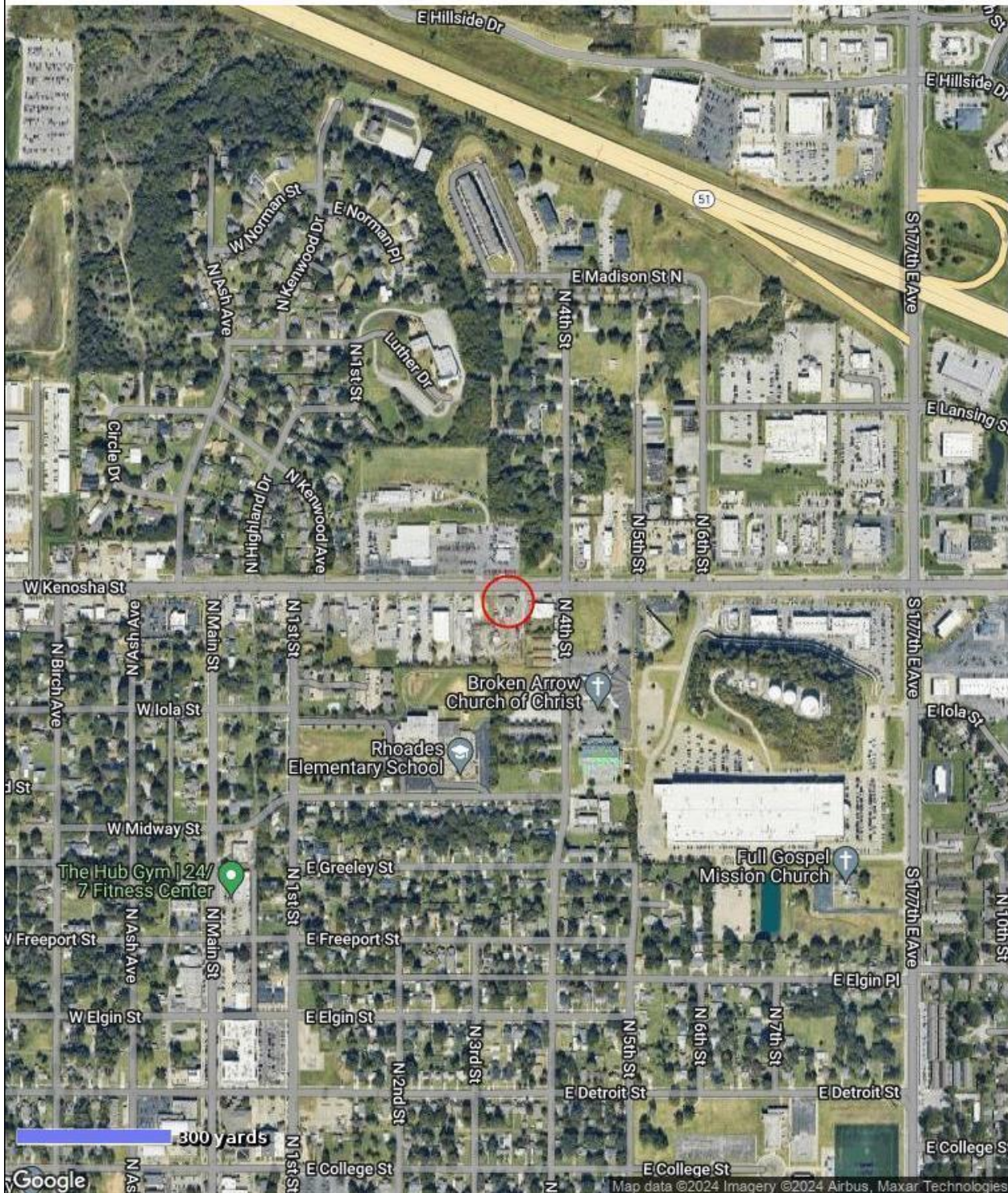






**InterFlood** by a la mode

Prepared for: Ace Appraisal Group, LLC



#### MAP DATA

FEMA Special Flood Hazard Area: No  
 Map Number: 40143C0391L  
 Zone: X  
 Map Date: September 30, 2016  
 FIPS: 40143

#### MAP LEGEND

- Areas inundated by 500-year flooding
- Areas inundated by 100-year flooding
- Velocity Hazard

- Protected Areas
- Floodway
- Subject Area

Powered by CoreLogic®



# Tax Roll Inquiry

## Tulsa County Treasurer



**John M. Fothergill, Treasurer**  
 218 W. 6th St, 8th Floor, Tulsa OK 74119  
 Phone: 918-596-5071  
 Fax: 918-596-4934  
 E-Mail: treasurer@tulsacounty.org



20232105820

### Owner Name and Address

STATE OF OKLAHOMA  
 DEPT OF HWYS R/W DIV  
 200 NE 21ST ST  
 OKLAHOMA CITY OK 73105-0000

### Taxroll Information

**Tax Year :** 2023  
**Property ID :** 80290-84-11-12848  
**Location :** CITY OF BROKEN ARROW  
**School District :** BA3A1 Broken Arrow City TIF BA1  
**Type of Tax :** Real Estate **Mills :** 128.5  
**Tax ID :** 2105820

### Legal Description and Other Information:

N20 LTS 1 & 2 & N10 LT 3 & N50 LT 4 LOWERY'S ADDN

Assessed Valuations	Amount	Tax Values	Amount
Land	0	Base Tax	0.00
Improvements	0	Penalty	0.00
		Fees	0.00
		Payments	0.00
		Total Paid	0.00
		Total Due	0.00

Date	Receipt	Paid With	Payment For	Amount	Paid By
No records Found!					

Login: (build: 23127/20240308.2)  
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# Tax Roll Inquiry

## Tulsa County Treasurer



**John M. Fothergill, Treasurer**  
 218 W. 6th St, 8th Floor, Tulsa OK 74119  
 Phone: 918-596-5071  
 Fax: 918-596-4934  
 E-Mail: treasurer@tulsacounty.org



26232620050

### Owner Name and Address

CITY OF BROKEN ARROW  
 PO BOX 610  
 BROKEN ARROW OK 74013-0000

### Taxroll Information

**Tax Year :** 2023  
**Property ID :** 98411-84-11-15290  
**Location :** 401 E KENOSHA ST N CITY OF  
 BROKEN ARROW  
**School District :** BA3A1 Broken Arrow City TIF BA1  
**Type of Tax :** Real Estate [Mills : 128.5](#)  
**Tax ID :** 2620050

### Legal Description and Other Information:

BEG 50S NEC NW NW NE TH W50 S130 E50 N130 POB SEC 11 18 14 .149AC UNPLATTED

Assessed Valuations	Amount	Tax Values	Amount
Land	0	Base Tax	0.00
Improvements	0	Penalty	0.00
		Fees	0.00
		Payments	0.00
		Total Paid	0.00
		Total Due	0.00

Date	Receipt	Paid With	Payment For	Amount	Paid By
No records Found!					

Login (build 23127:20240308.2)  
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## BA Retail Land

Comparable 1

## Sale Information

Buyer	C & D Landmark LLC	
Seller	Windsor Plaza LLC	
Sale Date	2/17/2022	
Transaction Status	Recorded	
Sale Price	\$861,000	\$19.57 /SF Land
Analysis Price	\$861,000	\$19.57 /SF Land
Recording Number	2780-373	
Rights Transferred	Fee Simple	
Financing	Cas	
Conditions of Sale	Arm's Length	

## Property

Land Area	1.01 Acres (43,996 SF)
Number of Parcels	1
Zoning	CH
Shape	Generally Rectangular
Topography	Level
Utilities	All
Flood Zones	Zone X (Unshaded)

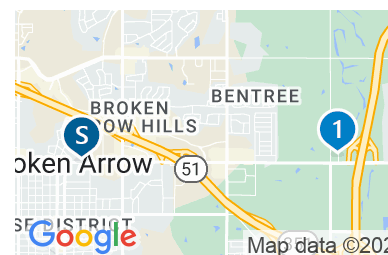


E Kenosha St TBD  
Broken Arrow, OK 74014

County  
Wagoner

Submarket  
Wagoner County

APN  
730080952



## Confirmation

Name	Deed
------	------

## Remarks

Sale of a build-ready pad site south of Walmart on E Kenosha St near the Creek Turnpike.



## Commercial Land Tract

Comparable 2

### Sale Information

Buyer	DUNN & DUNN PLAZA LLC	
Seller	TULSA FEDERAL CREDIT UNION	
Sale Date	12/6/2021	
Transaction Status	Recorded	
Sale Price	\$1,300,000	\$20.51 /SF Land
Recording Number	2021142860	
Rights Transferred	Fee Simple	
Financing	Cash to Seller	
Conditions of Sale	Arms-length	

### Property

Land Area	1.455 Acres (63,380 SF)
Number of Parcels	1
Zoning	CH
Shape	Rectangular
Topography	Level
Utilities	All Public Available
Frontage	162' West Albany Street, 335' North Elm Place
Flood Zones	Zone X (Unshaded)



451 West Albany Street  
Broken Arrow, OK 74012

County  
Tulsa

Submarket  
Southeast Tulsa

APN  
98402-84-02-56220



### Confirmation

Name Verified by public records

### Remarks

The property was sold in December of 2021 for \$1,300,000. The property is zone CH, has all utilities available and lies in Zone X-unshaded.



## Hawaiian Bros Restaurant Land

Comparable 3

### Sale Information

Buyer	BROKEN ARROW INVESTORS LLC	
Seller	SRJ FIELD SERVICES LLC	
Sale Date	1/23/2023	
Transaction Status	Closed	
Sale Price	\$850,000	\$13.72 /SF Land
Analysis Price	\$850,000	\$13.72 /SF Land
Recording Number	2023005334	
Rights Transferred	Fee Simple	
Financing	Cash to seller	
Conditions of Sale	Arm's Length	

### Property

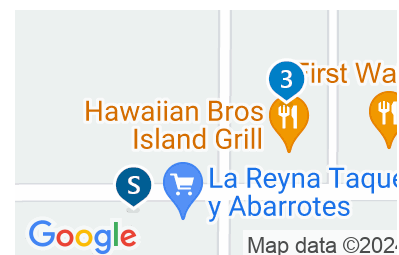
Land Area	1.4219 Acres (61,940 SF)
Number of Parcels	1
Zoning	CH
Shape	Generally Rectangular
Topography	Generally Level
Corner	No
Utilities	All
Flood Zones	Zone X (Unshaded)



500 E Kenosha St  
Broken Arrow, OK 74012

County  
Tulsa

APN  
79313-84-02-57810



### Confirmation

Name Public Record

### Remarks

Vacant land parcel sold to a Hawaiian Bros restaurant developer.  
Developer constructed a build-to-suit Hawaiian Bros property on the site.



## Previous Walmart Outparcel

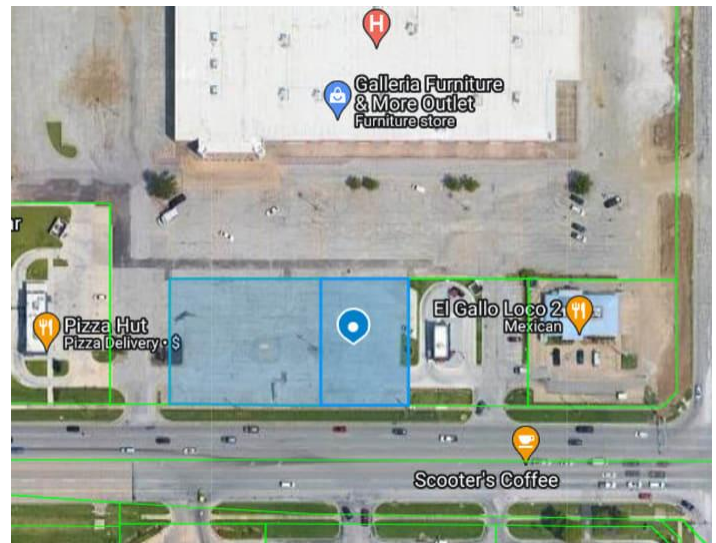
Comparable 4

### Sale Information

Buyer	KENOSHA BA CASA LLC	
Seller	CENTURY INVESTMENTS LLC	
Sale Date	2/23/2023	
Transaction Status	Closed	
Sale Price	\$1,090,000	\$27.50 /SF Land
Analysis Price	\$1,090,000	\$27.50 /SF Land
Recording Number	2023013381	
Rights Transferred	Fee Simple	
Financing	Cash to seller	
Conditions of Sale	Arm's Length	

### Property

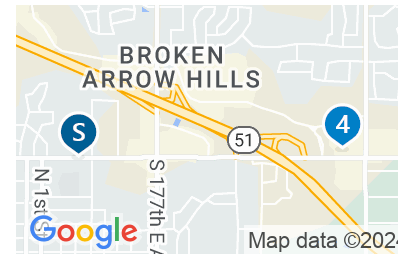
Land Area	0.9099 Acres (39,636 SF)
Number of Parcels	2
Zoning	CH
Shape	Generally Rectangular
Topography	Generally Level
Utilities	All
Flood Zones	Zone X (Unshaded)



2346 E Kenosha St  
Broken Arrow, OK 74014

County  
Tulsa

APN  
81920-84-01-61450, 81920-84-01-61440



### Confirmation

Name Public Record

### Remarks

Property was previously a vacant outparcel of Walmart. Walmart changed location, and a furniture store is now occupying the previous Walmart building.



## Commercial Land

Comparable 5

### Sale Information

Buyer	WIGGIN INVESTMENTS LLC	
Seller	KAISER FRANCIS OIL CO	
Sale Date	8/15/2023	
Transaction Status	Closed	
Sale Price	\$927,000	\$12.01 /SF Land
Analysis Price	\$927,000	\$12.01 /SF Land
Recording Number	2023066357	
Rights Transferred	Fee Simple	
Financing	Cash to seller	
Conditions of Sale	Arms Length	

### Property

Land Area	1.7727 Acres (77,217 SF)
Number of Parcels	1
Zoning	CH
Shape	Rectangular
Topography	Generally Level
Corner	Yes
Utilities	All
Flood Zones	Zone X (Unshaded)



1511 N 23rd St  
Broken Arrow, OK 74012

County  
Tulsa

APN  
80783-84-01-67121



### Confirmation

Name Public Record

### Remarks

Sale of a retail land site for commercial development in the popular Hillside retail area of Broken Arrow. Buyer will likely construct a retail center.



Bid 25.142 - Property for 401 E Kenosha St		CRS Sanders Investments, LLC	N/A	N/A
1)	<b><u>Description</u></b>	<b><u>Total Price</u></b>	<b><u>Total Price</u></b>	<b><u>Total Price</u></b>
	Property Bid for 401 E Kenosha St	\$40,000.00	\$0.00	\$0.00
2)	<b><u>Fees</u></b>	No exemptions except clear title	N/A	N/A
3)	<b><u>Conditions</u></b>	No exemptions except clear title	N/A	N/A
		Buyer to close on a cash purchase		
		Buyer to close subject to clear title/abstract		
		Buyer seeks no contingencies or conditions on purchase other than clear title		
		Buyer assumes the responsibility of all closing costs		
4)	<b><u>Bidders Qualifications</u></b>	Buyer owns adjoining lots and desires to merge this purchase with these lots to plan for a meaningful commercial development on the property	N/A	N/A
		Bidder has partnered with the City of Broken Arrow on many projects including the detention pond off 2751 S Aspen		
5)	<b><u>Notary Commission Expires</u></b>	7/2/2028	N/A	N/A

**NOTES: Request for**  
**Bid 25.142 - Property for 401 E Kenosha St**  
**sent to one (1) Vendors and with one (1) Vendors responding.**  
**This was advertised on the City Website as well as the Tulsa World.**  
**This bid tabulation is true and accurate to the best of my knowledge.**  
**Wednesday, March 26, 2025**

X \_\_\_\_\_  
**Ryan Baze, General Services Director**



**CRS SANDERS INVESTMENTS, LLC.**

107 S ASH AVE  
BROKEN ARROW, OK 74012

4241

86-289/1031

CHECK NUMBER

DATE 3-24-25

PAY  
TO THE  
ORDER OF

City of Broken Arrow

\$ 10,000

Ten Thousand & NO/100

DOLLARS

Photo  
Not for  
Deposit  
Date only



Broken Arrow & Tulsa, Oklahoma  
918-251-9811 • Member F.D.I.C.

FOR

[Signature]

⑈00441⑈ ⑆103102892⑆ ⑈0599449⑈





March 25, 2025

Charles Sanders  
107 S Ash Ave  
Broken Arrow, OK 74012

To Whom It May Concern:

This letter is to verify that the customer named above has an account with AVB Bank with a current available balance in the amount of \$50,000.00. These funds will be available through April 25, 2025.

If you need any additional information regarding this letter, you can contact me at 918-259-2783.

Sincerely,

Ben Dejene  
Senior Vice President/ Retail Banking Director

Downtown Broken Arrow  
322 S. Main Street  
Broken Arrow, OK 74012

South Elm  
6401 S. Elm Place  
Broken Arrow, OK 74011

Tulsa Mingo  
9800 E. 51<sup>st</sup> Street  
Tulsa, OK 74146

Stone Wood Hills  
2201 N. Elm Place  
Broken Arrow, OK 74012

(918) 251-9611 • [www.bankavb.com](http://www.bankavb.com)  
MEMBER FDIC



Legal Name of Bidder:

CRS Sanders Investments, LLC

Bid #25.142



## CITY OF BROKEN ARROW

February 28, 2025

**Bid Number: 25.142**

### **Property Bid Invitation 401 E Kenosha St.**

The City of Broken Arrow is inviting proposals to provide a **Property Bid Invitation 401 E Kenosha St.** in accordance with the terms and conditions detailed herein. The successful firm will enter into an agreement effective from the date of the City Council award.

If you or your firm is interested in participating in the solicitation and review process, please submit a copy of your bid to:

City of Broken Arrow Purchasing Division, 1700 West Detroit, Broken Arrow OK. 74012 (East Building) **on or before 10:30 a.m. CST, Wednesday, March 26, 2025** **Bid REVIEW will be on the same day at 11:00am CST** at the Broken Arrow Purchasing Office 1700 West Detroit, Broken Arrow, OK 74012. **Late bids will not be considered.**

Proposed pricing may be disclosed at a public meeting to receive and file responses of this and other solicitations, and at the Broken Arrow City Council Meeting. Contractual agreements of this nature require the disposal of public assets; therefore, it should be noted that all other information provided in your response will be considered proprietary and will not be divulged during the proposal review process. The successful proposer shall understand; however, that portions (potentially all) of their proposal (including any final contracts) will become public record after its acceptance by the City of Broken Arrow City Council.

Questions or additional information requests should be directed to the City of Broken Arrow

City of Broken Arrow - Purchasing Department  
Attention: Blake Dampf, Purchasing Manager  
918-259-7000 ext. 7366

**THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT**



**EXHIBIT 1**

### City Holidays

New Year's Day  
Martin Luther King Day  
Presidents' Day  
Good Friday  
Memorial Day  
Independence Day

Labor Day  
Veteran's Day  
Thanksgiving  
Friday after Thanksgiving  
Christmas Eve  
Christmas Day

**EXHIBIT 2**

## INSTRUCTIONS FOR SUBMITTING A SEALED REQUEST FOR PROPOSAL

1. PLACE BID IN AN OPAQUE ENVELOPE AND SEAL. TYPE OR PRINT RFP NUMBER AND OPENING DATE IN THE LOWER LEFT CORNERS
2. IF SENDING FEDERAL EXPRESS OR OTHER EXPRESS MAIL REQUIRING A SEPARATE ENVELOPE, PLACE THE ABOVE DESCRIBED IN THE EXPRESS MAILER. **DO NOT** PLACE BID DOCUMENTS IN THE EXPRESS ENVELOPE WITHOUT FIRST PLACING IN A SEPARATE ENVELOPE AS DESCRIBED IN ITEM ONE.

COMPANY NAME

YOUR RETURN ADDRESS

CITY OF BROKEN ARROW  
PURCHASING DIVISION  
1700 WEST DETROIT  
BROKEN ARROW, OK 74012

RFP NUMBER

RFP OPENING DATE

**PROPOSALS MAY BE REJECTED IF THE ABOVE INSTRUCTIONS ARE NOT FOLLOWED**

**THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT**



**ATTACHMENT A**

**BID TITLE:** Bid # 25.142 Property Bid Invitation 401 E Kenosha St.

**PRICING SUMMARY- as outlined in section 5**

*Note: Pricing is to remain firm while contract is in effect*

Property Bid Invitation 401 E Kenosha St.

\$ 40,000.00

Comments/Notes: Reference Section 8

No exceptions except clear title

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THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT B**  
**TERMS AND SIGNATURE SHEET**

In compliance with this invitation for Bid Number **25.142** and subject to all conditions thereof, the undersigned offers and agrees to fulfill the terms of the sale contract at the price quoted as specified.

My signature certifies that the accompanying bid is not the result of or affected by any act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Federal, State, or City Law. Furthermore, I understand that fraudulent and collusive bidding is a crime under Federal, State, and City Law and can result in fines, prison sentences, and civil damage awards. I hereby certify that I am authorized to sign this bid for the bidder.

If you desire not to bid on this Invitation, forward your acknowledgement of "No Bid". Return of only the "Statement of No Interest Sheet" with authorized signature and indicate the reason for "No Bid". Failure to comply may be cause for removal of your company's name from the bid list for the subject commodity and/or service.

Complete Legal Name of Bidder:

Charles F. Sanders

Date: March 25, 2025

Company Name: CRS Sanders Investments, LLC

Address:

107 S. Ash Ave Broken Arrow, OK 74012  
City State Zip Code

Email: charles.sanders@gmail.com

Signature: [Signature] Official Title: Managing Member

Please print or type name clearly: Charles R. Sanders

Telephone: 918-455-1111 Fax Number: None (email)

Federal Tax ID Number: 90-1234595

Subscribed and sworn to before me this 24 day of March

My Commission Expires: 7-2-28 [Signature]  
Notary Public (or Clerk or Judge)



THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT C**  
**INTEREST AFFIDAVIT**

The following affidavit is to accompany the proposal:

STATE OF: OKLAHOMA

COUNTY OF: TULSA

Mike Lester, of lawful age, being first duly sworn, states that s(he) is the agent authorized by the bidder to submit the attached proposal. Affiant further states that no officer or employee of the City of Broken Arrow either directly or indirectly, owns a twenty-five percent (25%) interest in the bidder's business or such a percentage, which constitutes a controlling interest. Affiant further states that the following officers and/or employees of the City of Broken Arrow have some direct or indirect interest in the bidder's business:

None

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

For purposes of this affidavit, a direct or indirect interest is defined to include any relationship existing on the date of this affidavit, or which previously existed within the past year. Such an interest shall also be defined to include any business relationship between or among the proposed parties to the contract project and also to include any business relationship between the officers and directors of the proposed contracting parties of the project.

X Unger

Subscribed and sworn to before me this 25 day of March 2025

My Commission Expires: 7-2-28 Melanie Walenciak  
Notary Public (or Clerk or Judge)



THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT



**ATTACHMENT D**  
**PROPOSAL AFFIDAVIT**

The following affidavit is to accompany the proposal:

STATE OF: OKLAHOMA

COUNTY OF: TULSA

Mike Lester, of lawful age, being first duly sworn, on oath says:

1. (S)he is the duly authorized agent of CRS Sanders Investments, LLC, the proposer submitting the competitive offer which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among proposer and between proposer and city officials or employees, as well as facts to pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the offer to which this statement is attached;
2. (S)he is fully aware of the facts and circumstances surrounding the making of the offer to which this statement is attached and has been personally and directly involved in the proceeding leading to the submission of such proposal; and
3. Neither the proposer nor anyone subject to the proposer's direction or control has been a party:
  - a). to any collusion among proposers in restraint of freedom of competition by agreement to submit an offer at a fixed price or to refrain from submitting an offer,
  - b). to any collusion with any city official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c). in any discussions between proposers and any city official concerning exchange of money or other things of value for special consideration in the letting of a contract.

X [Signature]

Subscribed and sworn to before me this 24 day of March 2025

My Commission Expires: 7-2-28 [Signature]  
Notary Public (or Clerk or Judge)



THIS BID IS INVALID IF NOT SIGNED AND NOTARIZED BY AN AUTHORIZED AGENT





**The City of Broken Arrow, OK**

**Addendum for BID 25.142**

**“PROPERTY BID INVITATION FOR 401 E KENOSHA ST”**

Bidders are informed that the above subject BID is hereby explained, modified, corrected, or supplemented as specified, described, and set forth in this Addendum:

- Page 2 has correct pin location
- Removed pictures from original page 4

**Going forward, BID 25.142 “Property BID Invitation for 401 E Kenosha St” shall have these revised requirements.**

*Received & Acknowledged  
3/24/25  
[Signature]*



## BIDDERS QUALIFICATIONS

**BID # 25.142**

**BID DATE: 03-26-2025**

Bidder: CRS Sanders Investments, LLC  
Charles Sanders, Managing Member

Life-long member of the Broken Arrow Community (since 1946)  
Long time Broken Arrow neighborhood developer  
Long time Broken Arrow home builder  
Commercial property owner

Buyer to close on a cash purchase  
Buyer to close subject to clear title/abstract  
Buyer seeks no contingencies or conditions on purchase other than clear title  
Buyer assumes the responsibility of all closing costs

Buyer owns adjoining lots and desires to merge this purchase with these lots to plan for a meaningful commercial development on the property.

Bidder has partnered with the City of Broken Arrow on many projects including the detention pond off 2751 S Aspen





**Samson Commercial**

Real Estate Services, LLC

**Mike Lester, CCIM**

1645 S. 101<sup>st</sup> E. Avenue, Suite 101  
Tulsa, OK 74128  
samsoncommre@gmail.com

[www.samsoncommre.com](http://www.samsoncommre.com)

918-764-9144 (M)  
918-764-9155 (F)  
918-284-0700 (C)





**Samson Commercial**

Real Estate Services, LLC

**Mike Lester, CCIM**

1645 S. 101<sup>st</sup> E. Avenue, Suite 101  
Tulsa, OK 74128  
samsoncommre@gmail.com

[www.samsoncommre.com](http://www.samsoncommre.com)

918-764-9144 (M)  
918-764-9155 (F)  
918-284-0700 (C)





# City of Broken Arrow

## Request for Action

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**File #: 25-746, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to award and execute a Request for Proposal (RFP) for consultant services to provide fleet management consulting services to Matrix Consulting Group

**Background:**

The RFP for consultant services to provide fleet management consulting services was published on April 22, 2025. There were five (5) responsive proposals, opening occurred on May 25, 2025 at 14:00. Bids were tabulated and reviewed by staff. The top three (3) choices were selected for interview before final selection occurred.

Staff presented a request for proposal for fleet management consulting services to conduct a comprehensive review of its current fleet operations program to ensure superior customer service comprehensive life-cycle analysis. The City's fleet management program must be both competitive and customer-oriented. The City aims to develop a modern fleet management program that employs best management practices and well-established techniques coupled with a robust policy foundation.

The primary objective of this study is to evaluate the City's vehicle and equipment procurement, retention, and disposal life cycle. The study will provide recommendations for current and future needs and offer guidance on policy creation and maintenance for the fleet. The Consultant is tasked with identifying where "best fleet management practices" are being utilized and determining how to achieve better results in areas where they are not currently employed.

The five (5) responsive proposals were reviewed, three (3) were selected for interviews, and subsequent reference checks were conducted on the final candidates. Staff recommends utilizing the services of Matrix Consulting group as their proposal most closely aligned with the goals set forth in the RFP.

**Cost:** \$88,880

**Funding Source:** General Government

**Prepared By:** Ryan Baze, Maintenance Services Director

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

**Attachments:** Matrix Consulting Group  
RFP#25.153-Fleet Management Consulting Services-Tabulations

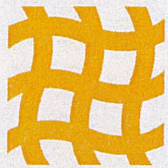
**Recommendation:**

Approve and authorize the award and execution of the Request for Proposal for consultant services to provide



fleet management consulting services to Matrix Consulting Group





# **PROPOSAL TO PROVIDE FLEET MANAGEMENT CONSULTING SERVICES**

MAY 14, 2025

**BROKEN ARROW, OKLAHOMA**

**MATRIX**  
CONSULTING GROUP



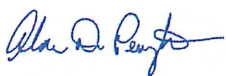
Tasha Walters, Purchasing Secretary  
The City of Broken Arrow  
Fleet Management Division  
1700 W. Detroit Street  
Broken Arrow, OK 74012

Dear Ms. Walters:

Matrix Consulting Group, Ltd. is pleased to provide the City of Broken Arrow with this proposal to provide fleet consulting services. Our proposal is based on our review of the Request for Proposal (RFP) and our experience conducting fleet projects across the country. Collaboration to reach actionable recommendations is the core of our approach and has worked well in our previous work with clients in Oklahoma and across the country. We are uniquely qualified for the following reasons:

- **Our dedicated fleet consulting team is skilled, certified, and recognized as experts in fleet management.** They hold professional designations in fleet management and have managed large government fleets.
- **Extensive Fleet Study Experience.** Our project portfolio includes over 1,800 studies in every functional area of government, many of which have included analysis of fleet needs. This total includes more than 350 specialized fleet studies.
- **Experience in the State of Oklahoma and with the City of Broken Arrow.** Our firm has completed more than ten projects in the State of Oklahoma including 2023-2024 Staffing and Deployment Studies for Broken Arrow's Police Department and a Feasibility Study of Dedicated Regional Fire/EMS Dispatch and Automatic Aid for the Indian Nations Council of Governments (INCOG), which includes the City of Broken Arrow.
- **Innovative Thinking.** We are proud to be regarded as industry specialists who always raise the bar through our research and analytics. We are frequently asked to showcase our approach at industry seminars and in industry publications. Our approach to fleet utilization is the subject of a December 2024 American Public Works Association article.

As the firm's President, I am authorized to negotiate on its behalf and contractually bind it. I can be reached at 650-858-0507 or via email at [apennington@matrixcg.net](mailto:apennington@matrixcg.net). On behalf of the firm, I look forward to discussing our proposal, project team, and experience with you and to the opportunity to work with the City of Broken Arrow.



**ALAN D. PENNINGTON**

President  
Matrix Consulting Group, Ltd.

MATRIX CONSULTING GROUP  
1875 S Grant Street, Suite 960  
San Mateo, CA 94402



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## EXPERIENCE AND QUALIFICATIONS OF THE CONSULTANT

This section of our proposal demonstrates that our firm has the qualifications and experience to complete the City's requested Scope of Work.

### FIRM HISTORY AND OWNERSHIP

Matrix Consulting Group, Ltd. is a management consulting firm dedicated to providing quality analytical, evaluation, support, and training assistance to local government. Our company was formed by experienced consultants to pursue an operating model in which analytical work is performed by senior-level staff. Our firm can be summarized as follows:

- We are a California-based firm that provides management consulting services throughout the United States and Canada. We were incorporated in 2003. We are also registered to conduct business in Oklahoma.
- We are comprised of 30 full-time and seven part-time highly experienced management consultants who specialize in analyzing local government functions encompassing the entire spectrum of critical operational areas.
- Since our founding, we have worked with over 1,800 government agencies, conducting management studies and cost-of-service evaluations and providing recommendations on operations, improvements, and cost recovery.
- We take a holistic approach to evaluating operations, processes, policies, and resource needs to provide efficient and effective services to both the public and internal customers.

We have dedicated experts in government internal service functions such as fleet, information technology, and permitting. The following outlines the core service areas of our firm:

Administrative Services	Fire and EMS
Community Development	<b>Fleet Management</b>
Diversity, Equity and Inclusion	Law Enforcement
Facilities and Space Planning	Permitting
Information Technology	Sustainability

We have dedicated staff members in each of these areas.

### FIRM LOCATIONS

Matrix Consulting Group is an international firm (United States and Canada). We are headquartered in San Mateo, California, and have regional offices in Charlotte (NC), Denver (CO), Edwardsville (IL), the Dallas (TX) area, Irvine (CA), the Tampa (FL) area, Portland (OR), and Nova Scotia, Canada.

The consultants engaged on this project will be from our California, Illinois, Texas, and Nova Scotia offices.





## MANAGING QUALITY

We believe very strongly in the science of our craft. As a result, we utilize formal project management and quality control techniques in our studies. These techniques include:

- All project work activities are defined in advance and tied to each project team member, as well as deliverables, schedule, and budget.
- The project manager briefs each project team member on their roles and expectations, both in writing and in person.
- Internal (project team) and external (client) expectations and results are managed weekly. Formal project schedules and accountability reporting mechanisms are used to report this.
- The project manager designs and personally reviews all interim and final products before they are delivered to the client.
- We have frequent client review meetings to discuss the quality and direction of the project through interim deliverables. We commit to monthly formal reviews, including project committee meetings and status reports.

We recommend creating a small project committee to work with us on this project. This committee would review our findings, conclusions, and recommendations by reviewing each interim deliverable.

## STAFF CAPACITY

All proposed staff are available to work on this engagement as needed. The following table summarizes our team's availability during the estimated project lifespan. We manage our staff allocations through Team Forecast, a project management software that enables us to assess and quickly reallocate priorities.

Name	Jun	Jul	Aug
Vigneau	45%	45%	55%
Branch	20%	40%	40%
Alfson	40%	40%	40%
Masters	55%	35%	35%
Orrick	30%	30%	30%

## FLEET CONSULTING EXPERIENCE

Our firm and project team have conducted over 350 dedicated fleet studies since our founding in 2003. Recent studies include:





Alaska Railroad, AK	Hennepin County, MN	Rancho Water, CA
Bexar County, TX	Hydro Ottawa, ON	Redmond WA
BJSW Authority, SC	Issaquah, WA	RMCP, ON
Bloomington, MN	Janesville, WI	Rowan County, NC
Broward Sheriff Office, FL	Long Beach, CA	Seminole Tribe, FL
Cal Water, CA	Melrose, MA	Simi Valley, CA
Carlsbad, CA	Miami Beach, FL	Spokane, WA
Denton, TX	Minnesota DOT	Trent Lakes, ON
Dubuque, IA	Mount Pleasant, SC	Vaughan, ON
El Paso, TX	Nebraska DOT	UW Health, WI
Garland, TX	Pleasant Prairie, WI	U of Lethbridge, AB
Hamilton, ON	Possum Kingdom, TX	Wood Buffalo, AB

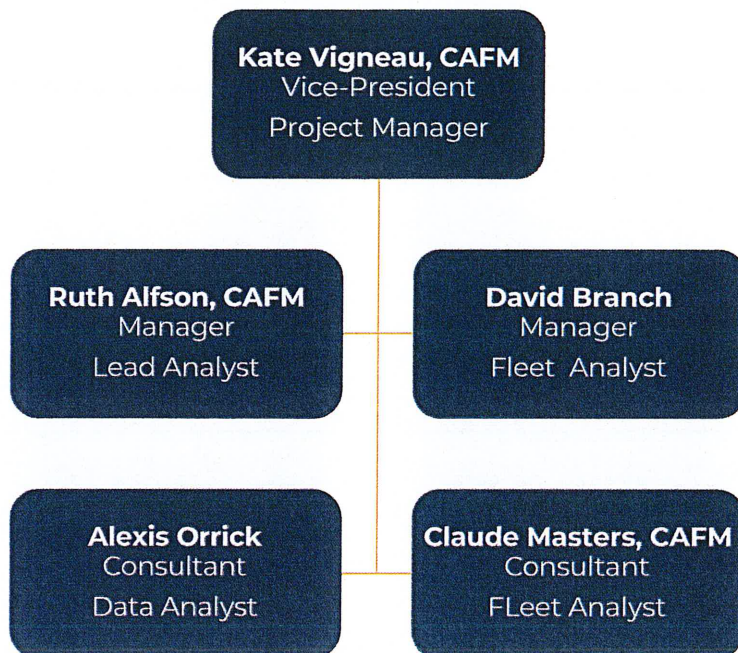
We are currently working on similar fleet consulting projects for West Sacramento, CA, North Port, FL, and North Richland Hills, TX.





## QUALIFICATIONS OF KEY PERSONNEL/ MANAGEMENT TEAM

The consultants proposed for this engagement have broad experience working together analyzing local government fleet operations.



### RESUMES

Resumes for our project team are outlined in the following pages.





**KATHERINE VIGNEAU, CAFM**  
Vice-President

## BIOGRAPHY:

Kate has been responsible for our fleet business worldwide since 2020, and has been a management consultant for fifteen years. She has extensive experience in all aspects of fleet, sustainability and project management.

Her relevant experience highlights include:

- Army Logistics Officer for 27+ years with extensive operational and strategic planning experience across Canada and overseas.
- Fleet Manager for the Department of National Defence responsible for policy oversight of 32,000 vehicles.
- Director of Professional Development for NAFA, responsible for fleet certification and education programs for over a decade.
- Trainer and author with a regular fleet column in *Autosphere* known as "Kate's Corner".
- Project Manager for more than sixty projects in the past five years.

## EXPERIENCE HIGHLIGHTS:

### SEMINOLE TRIBE, FL: FLEET UTILIZATION REVIEW

This review of the Tribe's fleet utilization and maintenance outsourcing practices led to the following recommendations:

- Continue to use a Fleet Management Company to coordinate outsourced maintenance.
- Introduce electric vehicles and charging infrastructure.
- Eliminate and pool assets identified in the utilization review.

### ROWAN COUNTY, NC: FLEET AND MAINTENANCE AUDIT

This best practice review, maintenance audit and utilization study for the county led to the following key recommendations:

- Enhance policies, especially the take-home vehicle policy, through a Driver's Handbook and Fleet Policy Manual.
- Retain the current outsourced fleet maintenance arrangement.
- Increase the number of bays and create a fleet manager position to oversee fleet replacement and the maintenance contract.

## ROLE ON THIS ENGAGEMENT:

Kate will be the Project Manager

## RELEVANT CLIENTS:

CA, Carlsbad  
CA, Elsinore Valley  
CA, Long Beach  
CA, Palm Desert  
CA, Rancho Water  
CA, West Sacramento  
FL, Broward Sheriff  
FL, Miami Beach  
FL, Seminole Tribe  
MN, DOT  
MN, Hennepin County  
NC, Rowan County  
ON, Hamilton  
ON, Hydro Ottawa  
ON, RCMP  
ON, Vaughan  
SC, Mount Pleasant  
TX, Denton  
TX, Montgomery Co.  
WA, Issaquah  
WA, Redmond  
WA, Spokane  
WI, Pleasant Prairie  
WI, Janesville  
WI, UW Health

## YEARS OF EXPERIENCE:

35+

## EDUCATION:

Certified Automotive Fleet Manager (CAFM) NAFA Fleet Management Association, 2000

MBA, Royal Military College, 2003

MDS, Royal Military College, 2005





**RUTH ALFSON, CAFM**  
Manager

### BIOGRAPHY:

Ruth is a Manager/Analyst for Matrix with more than 30 years of experience as a fleet manager. She has taught fleet management for students of the CAFM designation with an emphasis on financial management for fleets.

Relevant experience highlights include:

- Fleet Manager for the City of Cincinnati and responsible for a \$12M per year garage operation including 9 locations and 60 technicians and support staff.
- Fleet Operations Manager for Mettler-Toledo, revamping the fleet department to include replacement cycling, upfitting, and vendor management.
- Fleet Manager for Serco Group, responsible for DOT programs, fleet analysis, program management for Serco contracts and RFPs.
- Fleet Consolidated Services Manager for Exelon, leading the program to unite two subsidiary fleets into one reporting structure.
- Developer of NAFA's Lifecycle Cost Analysis CD and additional instructional materials.

### EXPERIENCE HIGHLIGHTS:

#### **ROWAN COUNTY, NC: FLEET AND MAINTENANCE AUDIT**

Ruth's contributions to a maintenance audit included:

- Analyzed vehicle usage and made recommendations for vehicle right-sizing and elimination.
- Created a multi-year replacement plan for all fleet vehicles.
- Reviewed fleet policies, proposing solutions for improving operations.

#### **PALM DESERT, CA: FLEET VEHICLE STUDY**

This review of the fleet and maintenance outsourcing practices led to the following recommendations:

- Move from a leased fleet to an owned fleet for substantial savings.
- Hiring a dedicated Fleet Manager to manage operations.

### ROLE ON THIS ENGAGEMENT:

Ruth will be the lead analyst

### RELEVANT CLIENTS:

CA, Carlsbad  
CA, Humboldt Bay  
CA, Palm Desert  
CA, Rancho Water  
CA, SMUD  
FL, Broward Sheriff  
FL, Seminole Tribe  
IA, Dubuque  
MA, Lowell  
MN, Hennepin County  
NC, Rowan County  
ON, Vaughan  
TX, Montgomery Co.  
WI, Pleasant Prairie  
WI, Janesville  
WI, UW Health

### YEARS OF EXPERIENCE:

30+

### EDUCATION:

Certified Automotive Fleet Manager (CAFM) NAFA Fleet Management Association, 1996

BA Communications, Wayne State University, 1998

### PROFESSIONAL ASSOCIATION:

NAFA Fleet Management Association

Florida Association of Governmental Fleet Administrators





**DAVID BRANCH**  
Senior Manager

### BIOGRAPHY:

David Branch has served as an analyst and project lead on a wide range of government studies covering a variety of county and government functions. David has extensive experience conducting operational, and staffing assessments during his 13 years with our firm. Experience highlights include:

- Completed over 120 studies for local government entities, including numerous departmental and development review assessments.
- Analysis focuses on workload and staffing, organizational structure, asset management, and process improvement using recognized best practices and quantitative metrics and modeling and developing implementation solutions.

### EXPERIENCE HIGHLIGHTS:

#### **SANTA BARBARA, CA: FLEET OPERATIONAL REVIEW**

This review focused on the City's fleet utilization, replacement planning, maintenance, technology use, and sustainability plan.

- Conducted full utilization review of the fleet, identifying assets for replacement, elimination, right-typing or pooled use, and developed a ten-year replacement plan to cost-effectively update the fleet.
- Recommended steps to achieve compliance with upcoming CA state regulations and the City's own established goal of reaching full carbon neutrality by 2035.

#### **SPOKANE, WA: FLEET UTILIZATION**

The study examined the fleet utilization and cost efficiency of the City's Police Department, which manages its own fleet with maintenance assistance from the Fleet Department. It included:

- Reviewed take-home vehicle policies, the fleet governance approach, maintenance staffing, replacement strategy, utilization, and sustainability.
- Recommended training and performance initiatives, policy development for utilization and replacement, and infrastructure for future acquisitions of EV patrol vehicles.

### ROLE ON THIS ENGAGEMENT:

David will serve as a fleet analyst.

### RELEVANT CLIENTS:

AZ, Buckeye  
CA, El Segundo  
CA, Fresno  
CA, Milpitas  
CA, Redlands  
CA, Riverside  
CO, Aurora  
CO, Westminster  
FL, Coral Gables  
FL, Fort Myers  
FL, Kissimmee  
GA, DeKalb County  
IL, Chatham  
IL, Tinley Park  
NC, Rowan County  
NY, Albany  
OR, Tigard  
TX, Dallas  
TX, Flower Mound

### YEARS OF EXPERIENCE:

13

### EDUCATION:

BS, University of Southern California; Policy, Management, and Planning

MPA, California State University, Fullerton

### PROFESSIONAL ASSOCIATION:

American Public Works Association (APWA)

Association of Public Safety Communications Officials (APCO)





**CLAUDE MASTERS**

Subconsultant

### BIOGRAPHY:

Claude is a Senior Consultant with the Matrix Consulting Group and has 43 years of experience as a fleet manager and fleet management consultant. Claude is a nationally recognized expert in fleet management, utilization, and best practices. His relevant experience includes:

- President of NAFA, Fleet Management Association, from 2013-2015 and architect of NAFA's Fleet Sustainability Program.
- Instructor and public speaker on fleet topics such as disaster response, sustainability and best practices.
- Fleet Manager at Centerpoint Energy/ Houston Lighting & Power where he managed a fleet of 4,300 vehicles for the electric utility and another 1,200 for the gas utility.
- Reserve Deputy for Harris County Sheriff's Office for eighteen years.

### EXPERIENCE HIGHLIGHTS:

#### **PALM BEACH COUNTY, FL: BUS FLEET UTILIZATION REVIEW**

Claude was the project manager for an analysis of the Palm Beach County bus fleet. This project involved:

- Analysis of existing lifecycles and making recommendations to optimize lifecycles and improve procurement practices.
- Review all aspects of their fleet fueling program and recommend implementation of industry best practices.

#### **SANTA CLARA COUNTY, CA: FLEET ELECTRIFICATION REVIEW**

Claude was a fleet consultant for Santa Clara County. The project involved:

- Assessment of best practices for the Information Management System, the fuel system, existing infrastructure, maintenance staffing, utilization, and rates.
- Identification of options to convert fleet vehicles to EVs, policies for pooled vehicles and reimbursement programs to incentivize employees to choose the greener options.

### ROLE ON THIS ENGAGEMENT:

Claude will serve as a fleet analyst.

### RELEVANT CLIENTS:

AK Alaska Railroad  
CA PG&E  
CA Santa Clara Co.  
CA Simi Valley  
CA Southern Cal Ed.  
FL Key West  
FL Miami Dade County  
FL Palm Beach County  
ON Vaughan  
WA Redmond

YEARS OF EXPERIENCE:  
40+

### EDUCATION:

Six Sigma

BA, University of Houston

### PROFESSIONAL ASSOCIATION:

NAFA Fleet Management  
Association





**ALEXIS ORRICK**  
Analyst

### BIOGRAPHY:

**Alexis Orrick** recently joined our firm as a data analyst in our General Consulting Practice. Alexis works primarily on data analysis and metrics for operational, organizational, and staffing assessments.

Alexis's relevant experience includes:

- Reporting and Data Analysis
- Management and Communication
- Mixed Methods Research

### EXPERIENCE HIGHLIGHTS:

#### **LSE RESEARCH:** PROGRAM EVALUATION

- Conducted program evaluation of Latimer Community Art Therapy (LCAT). Mixed methods reports (quantitative survey analysis, case studies, and interviews) sent to potential and existing funders to evaluate the efficacy of LCAT services.
- Created and maintained Excel and Google Sheets dashboards for automated data analysis of assessments (surveys).

#### **FAMILY HEALTH CENTERS OF SAN DIEGO:** DATA ANALYST

- Managed 3 databases (SQL, CMIS, EHR) & hundreds of Excel spreadsheets with confidential patient information (HIPAA).
- Responsible for Data Evaluation to ensure accurate and quality data was presented to grant funders during audits.

### ROLE ON THIS ENGAGEMENT:

Alexis will serve as a data analyst.

### RELEVANT CLIENTS:

CA, West Sacramento  
TX, Port of Corpus Christi

### YEARS OF EXPERIENCE:

6

### EDUCATION:

MsC Applied Social Data Science – London School of Economics and Political Science

BA Political Science:  
Comparative Politics –  
University of California,  
San Diego





## **CONFLICT OF INTEREST**

We have no conflicts of interest with the City of Broken Arrow whether familial, business, financial or professional relationship between any project team member and any City employee or City representative, family member of any City employee or City representative, or City volunteer or board member, or vendor having any involvement in this procurement process or any other procurement activities with the City that would be in effect during the length of this procurement.





## DEMONSTRATED EXPERIENCE WITH SIMILAR TYPE WORK AND REFERENCES

As mentioned previously, our firm and project team have conducted over 350 dedicated fleet reviews. Below is a summary of recent work on fleet projects that included some or all elements of this scope. Team members involved with each endeavor are listed.

Client/Project Dates	Team Members	Scope
West Sacramento, CA Mar 2025 – present	Vigneau, Branch, Alfson, Orrick	Facility, Fleet, Best Practices and Electrification
North Richland Hills, TX Mar 2025 – present	Vigneau, Branch Masters	Best Practices, Benchmarking
North Port, FL (Sub) Mar 2025 – present	Vigneau, Alfson	Best Practices, Cost Allocation
Port of Corpus Christi Authority, TX Mar 2025 – present	Vigneau, Alfson, Branch, Masters, Orrick	Best Practices, Utilization, Electrification
Montgomery County HD, TX Dec 2024 – Mar 2025	Vigneau, Alfson	Best Practices, Replacement Plan
Seminole Tribe, FL May 2024 – Oct 2024	Vigneau, Branch, Alfson	Utilization and Replacement Plan
Miami Beach, FL Mar – Nov 2024	Vigneau, Branch, Jordan	Lifecycles, Replacement Plan, Sustainability
Hennepin County, MN Jan – Sep 2024	Vigneau, Alfson, Branch	Maintenance Facility and Operations
Rowan County, NC Jan – Oct 2024	Vigneau, Alfson, Branch	Maintenance Audit
Vaughan, ON Jan 2024 – Jan 2025	Vigneau, Alfson, Branch, Masters	Best Practice, Cost Allocation, Fuel
Redmond, WA Jun 2023 - May 2024	Vigneau, Branch	Utilization, Maintenance, EV Conversion
Vacaville, CA Feb to Aug 2023	Vigneau, Branch	Utilization, Best Practice, Replacement Plan
Simi Valley, CA July 2022 – Jan 2023	Vigneau, Branch	Utilization, Maintenance, Electric Conversion
Spokane, WA July 2022 – Jan 2023	Vigneau, Branch	Best Practices, Electric Conversion
Issaquah, WA Mar 2022 – Oct 2022	Vigneau, Branch, Masters	Best Practices, Cost Allocation, Electric Conversion
Clear Roads/MN DOT Mar 2022 – Feb 2023	Vigneau, Branch	Best Practices and Electric Conversion
Hydro Ottawa, ON Jan to July 2022	Vigneau, Branch	Best Practices, Electric Conversion
Long Beach, CA Dec 2021 – Jun 2022	Vigneau, Branch	Best Practices Audit, Cost Allocation
Cal Water, CA Nov 2021 – Mar 2022	Vigneau, Branch	Best Practices, Safety Program, Policy Review
Santa Barbara, CA Nov 2021 – Jan 2023	Vigneau, Branch	Cost Allocation, Utilization, Policy and Sustainability





Details about any project listed are available upon request.

## REFERENCES

Below is a summary of five fleet projects completed within the last five years that included some or all elements of this scope. Details about any project listed are available upon request.

### SEMINOLE TRIBE, FLORIDA



#### Fleet Utilization Study

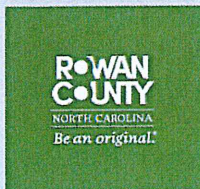
Sandy Leonard, CAFM  
(954) 966-6300  
[sandyleonard@seminoletribe.com](mailto:sandyleonard@seminoletribe.com)

The initial project involved a utilization review of the Seminole Tribe's fleet (less public safety). We visited the five principal locations where the fleet operates and spoke with users on how vehicles are deployed and used.

This study identified right-sizing and right-typing recommendations resulting in \$1,000,000 of initial savings. We also provided guidance on establishing a fleet pool and created a fleet utilization policy with lifecycles by vehicle classification.

After completing this study, the firm was retained by the Seminole Tribe to study the utilization of the public safety fleet as well as maintenance outsourcing, and electrification.

### ROWAN COUNTY, NORTH CAROLINA



#### Fleet Management Audit

William Downs  
Senior Internal Auditor  
(704) 216-8161  
[William.downs@rowancountync.gov](mailto:William.downs@rowancountync.gov)

Matrix Consulting Group completed a comprehensive review of fleet and maintenance operations for Rowan County, NC. This review consisted of a best practice analysis, a utilization review, replacement plan, and an audit of maintenance practices with a comparison on outsourcing alternatives.

The project team conducted a site visit and identified the need for additional maintenance bays to accommodate the workflow from County operations. Recommendations were made on eliminating and right-sizing vehicles, including a review of take-home vehicle practices.

A leveled replacement plan was proposed to overcome a replacement backlog and bring the fleet back into lifecycle. In addition, recommendations were made for the County to hire a dedicated Fleet Manager to oversee the entire garage and outsourcing operations with a focus on tracking performance metrics.





## REDMOND, WASHINGTON



### Fleet Study

Triston Osborne  
Maintenance and Ops  
Manager  
(425) 556-2833  
[tsosborne@redmond.gov](mailto:tsosborne@redmond.gov)

This comprehensive review was divided into two components. Component A consisted of a fleet and maintenance best practice review. In Component B, Matrix worked with Energetics to conduct a fleet right-sizing review, replacement plan and an EV conversion plan.

The study recommended that 18 assets should be eliminated, and 41 assets should be right typed to a different size or configuration. An additional 102 vehicles were identified as candidates for transition to electric vehicles.

A phased charging plan was developed to accompany the transition to EVs and the financial implications of the EV transition and charging requirements were provided.

## ISSAQUAH, WASHINGTON



### Fleet Fund and Fossil Fuel Reduction Study

Kelly Kussman  
Fleet Manager  
(425) 837-3493  
[kellyk@issaquahwa.gov](mailto:kellyk@issaquahwa.gov)

Matrix conducted a comprehensive study of the City's fleet management practices including utilization, replacement planning, maintenance, governance, technology use, and rates/cost recovery. The study also included a sustainability evaluation, recommendations for reducing greenhouse gas emissions, and implementation guidance for reducing fossil fuel usage and transitioning to greater alternative fuels adoption in the municipal fleet. The study came at a transition point as the Fleet Division was being re-located within the City.

The study identified 42 vehicles for elimination or replacement and provided a model multi-year replacement plan to maintain cost-effective fleet composition. It also recommended expanded use of the City's fleet management information system, telematics, adjustments to staffing levels in the repair shop, and the creation of a capital vehicle replacement fund and chargeback methodology.

The sustainability report identified data analysis strategies and steps aligned with the City's climate action plan which would reduce greenhouse gas emissions, as well as a multi-year alternative fuel transition plan based on projected availability, charging capacity, and total costs of ownership.





## LONG BEACH, CALIFORNIA



### Fleet Management Performance Audit

Dan Berlenbach  
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This project, initiated by the City Auditor, was to assess fleet practices at the Financial Services Bureau, Harbor and Water. Specific areas for review also included maintenance staffing, work order processes, the effectiveness of the replacement plan including lifecycles, budget, review and guidelines, funding approach and chargeback system adequacy and the Fleet Management Information System capabilities and data usage.

The findings included a maintenance staffing deficit of 2.6 Full-time Equivalents. We also made right-sizing recommendations that would result in initial savings of over \$500,000.

Additional details and/or references are available upon request.





## COST

We propose to conduct this engagement at a price not to exceed **\$88,880**. The following table summarizes our proposed price by task.

Task	Project Manager	Fleet Analysts(3)	Data Analyst	Total Hours	Total Fee
1. Launch Project	12	6	2	20	\$4,340
2. Fleet Profile	16	32	16	64	\$12,320
3. Best Practices	16	64	16	96	\$18,720
4 Replacement	16	32	24	72	\$13,360
5. Fleet Services	24	24	8	56	\$11,600
6. Fleet Policies	16	48	0	64	\$13,440
7, Final Report	24	24	8	56	\$11,600
<b>Total Hours</b>	<b>124</b>	<b>230</b>	<b>74</b>	<b>428</b>	
Hourly Rate	\$240	\$200	\$130		
<b>Professional Fees</b>	<b>\$29,760</b>	<b>\$46,000</b>	<b>\$9,620</b>		<b>\$85,380</b>
Travel Expenses					\$3,500
<b>Total Project Cost</b>					<b>\$88,880</b>

We are open to alternative price structures for conducting this audit.





## PROJECT SCHEDULE

### PROJECT TASK PLAN

We will accomplish all items requested in the RFP through the following activities or tasks.

#### TASK 1: CONDUCT PROJECT START-UP AND CONSULTATION MEETINGS

We will launch the project by setting up a robust Project Management framework that will guide the project work to completion. This framework includes:

- **Pre-launch meeting:** We will meet with the City's Project Lead to review the administrative aspects of the project and ensure a mutual understanding of timelines, key personnel, status meetings, and deliverables.
- **Request for Information (RFI).** We will provide the City with a comprehensive RFI detailing the data we will require for the project. We will provide a structured data collection template to collect all required information and identify any items that are not readily available. We will discuss data transfer and storage with the City and adopt a shared folder that is convenient for you. An example of an RFI excerpt for a recent project appears below.

#### Request for Information (RFI)

Section	General Information Description
<b>Governance</b>	
G-1	Organization's Strategic Plan
G-2	Professional Development or Training Plans
G-3	Fleet policies and plans (maintenance, fuel, safety, etc.)
<b>Organization</b>	
O-1	Organizational Chart for the entire organization
O-2	List of departmental fleet reps with names, positions, location and contact information
<b>Fleet Lifecycle and Replacement</b>	
R-1	Fleet Asset Inventory Listing
R-2	Fleet Lifecycle policies (acquisition, remarketing, in-service utilization of assets)
R-3	Fleet Lifecycle parameters by unit class (miles/hours, trips or other metrics used)

- **Kick-off Meeting.** We will conduct a project initiation meeting with the Project Steering Committee to review study objectives, approach, work plan, interim deliverables, and schedule. We will prepare slides to guide the meeting and keep a record of the discussion detailing action items.
- **Status meetings.** We will schedule bi-weekly meetings to review the project timeline and progress on deliverables.

#### TASK RESULT

We will create a framework that will support the management of the project.



**TASK 2: PERFORM A CURRENT STATE ANALYSIS**

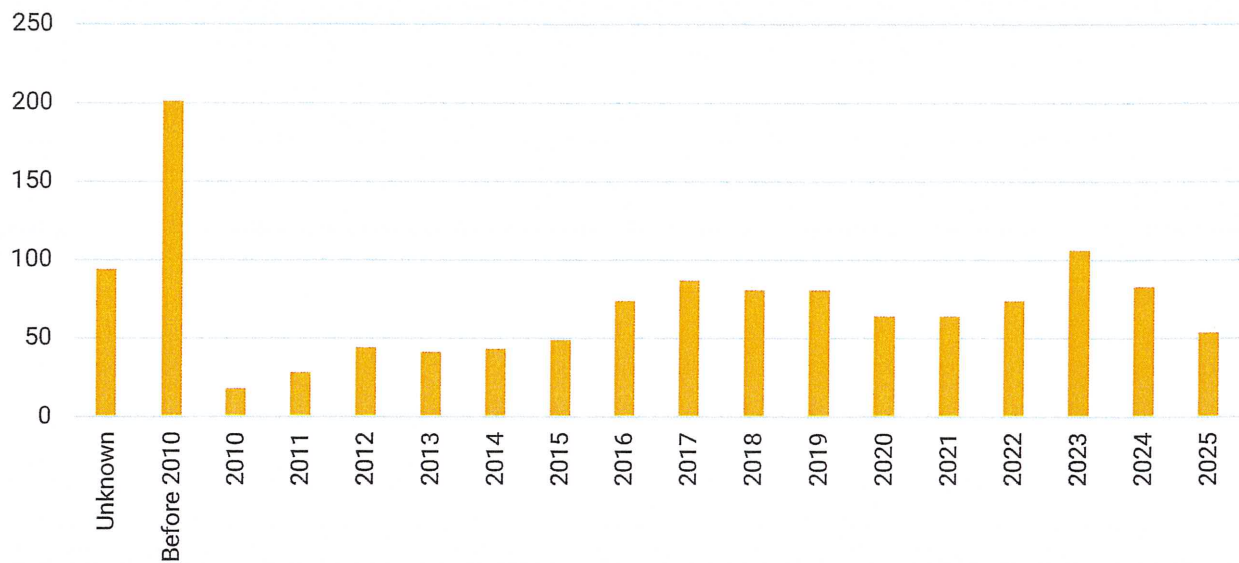
This task involves reviewing data as it is submitted and meeting with stakeholders to build an understanding of the fleet organization and create a fleet profile. We will build a detailed current inventory listing fleet data by department, year, and model, which will be the basis for future studies. The inventory will also reflect unit and VINs, purchase date, current odometer, anticipated mileage, and capital and operating costs. A sample table generated from the consolidated inventory supplied by Broken Arrow in the RFP, sorted by department and average age, can be seen below:

<b>Department</b>	<b>Count</b>	<b>Average Age</b>
Animal Control	10	8.2
Building Maintenance	22	10.9
Cemetery	23	11.1
City Clerk – Court Clerk	2	7.5
CMO – Communications	1	6.0
Community Development – Neighborhood	16	8.1
Community Development – Permitting	4	9.0
E&C – Construction	9	7.4
E&C – Engineering	5	7.6
E&C – Stormwater	3	11.3
Fire – EMS	23	7.0
Fire – Prevention	1	17.0
Fire – Training	8	15.0
Fire Department	128	11.1
Fleet	23	9.9
Forestry/Horticulture	6	9.0
General Government	13	4.5
General Services – Operation	4	9.3
Human Resources	1	N/A
Information Technology	8	7.0
Logistics	6	7.5
Parks	124	11.3
Police	258	7.2
Recreation	3	15.7
Solid Waste & Recycling	50	4.9
SSW – Signal Maintenance	14	12.0
SSW – Stormwater	142	9.0
SSW – Streets	131	8.1
Utilities – Meter Reading	13	9.2
Utilities – Wastewater Plant	26	11.0
Utilities – Water Administration	1	3.0
Utilities – Water Distribution	80	7.8
Utilities – Water Plant	23	12.3
Utilities – R&C	48	7.4
Utilities – Water Reclamation	54	8.8
Utilities – Water Resources	3	6.7
<b>TOTAL</b>	<b>1,286</b>	<b>8.7</b>





We will use diagrams and graphs to illustrate important information, such as the manufacturer model year in the example below:



In addition to the inventory, the Fleet Profile will provide an overview of the organization, job descriptions, facilities, budget, policies, and use of technology. A draft fleet profile will be submitted to allow the City to edit or add to the information collected. The report will conclude with a list of challenges and opportunities noted during early analysis. The final version of this assessment will be the baseline upon which all future deliverables are built.

#### TASK RESULT

We will use data analysis and stakeholder feedback to create a Current State Assessment Report documenting the current inventory and staffing as well as existing Fleet Services operational policies and processes.

### TASK 3: CONDUCT A BEST PRACTICES REVIEW AND SITE VISIT

In this task, the project team will analyze the efficiency and effectiveness of the organization's fleet service delivery. This assessment will focus on the degree to which the City follows recognized industry best management practices and opportunities to improve fleet program management and/or lower costs. This task includes a site visit to assess maintenance facilities and practices and conduct in-person interviews. The best practice review will concentrate on fleet governance, utilization, replacement, maintenance, and financial impacts. We will closely follow the City's requested topics and include them as shown in the sections below.

#### GOVERNANCE AND POLICIES

We will review how the fleet program is governed from a corporate perspective, including policies related to fleet management and vehicle maintenance, the division of responsibilities between fleet program stakeholders, the degree of centralization, lines of communication, and customer service





protocols. We will assess customer satisfaction with the current support by conducting a survey of the fleet's main customers. We will also closely examine the policy framework and provide recommendations for the content of the Fleet Policy Manual, Driver's Handbook, and Service Level Agreements.

Included from the City's list of items:

- Policy development and recommendations
- Organizational structure and resource allocation analysis

#### UTILIZATION

We will look at miles traveled, hours used, trips per day, and criticality for administrative vehicles to assess whether all fleet assets are fully utilized. If some assets are not fully utilized, we will make recommendations for their future status. We will look at the number of crews, shifts, and reserves for emergency service assets to ensure that the fleet adequately supports operations. We will recommend asset retention, elimination, replacement, pooling, right-tying, and right-fueling.

Included from the City's list of items:

- Fleet size, composition, and age analysis
- Vehicle and equipment utilization analysis
- Assessment of backup vehicle availability for departments (e.g., Police, Fire, Street, Solid Waste & Recycling, Utilities)
- Recommended number of reserve vehicles needed

#### REPLACEMENT

Fleet replacement should be planned to occur at the optimum point in the asset's lifecycle to minimize Total Costs of Ownership (TCO). We will assess the extent to which the City is replacing assets at their optimum replacement points. We will use our Fleet Replacement Planning Tool to refine a replacement plan for the City. Replacement planning is dependent on the funds available. We will examine the fund structure and chargeback rates. We will also assess procurement practices, specifications, and contract management.

Included from the City's list of items:

- Establishing economic life designations for each vehicle type
- Development of a fleet replacement plan and recommendations
- Replacement forecasting recommendations at intervals (e.g., 5, 10 years)
- Fleet lifecycle cost analysis





## MAINTENANCE

We will review and evaluate all aspects of shop operations, including:

- Technology in use for fleet and maintenance management, utilization and fuel.
- Preventive Maintenance scheduling and compliance.
- Unscheduled repairs completion.
- Work order management.
- Decision-making for outsourced work.
- Parts ordering and inventory management.
- Other management and support staff and responsibilities.

Where applicable, we will use flowcharting to diagram process flows and our recommendations for improvement.

Included from the City's list of items:

- Evaluation of maintenance practices
- Operator maintenance evaluation and recommendations

## FINANCIAL

We will assess the adequacy of the City's operational and capital budgets and suggest strategies to reduce costs while maintaining current service levels. We will specifically examine the option to lease fleet vehicles and compare purchase and leasing costs.

Included in the City's list of items:

- Identifying short-term, mid, and long-term cost reduction opportunities
- Cost-effectiveness of leasing specific vehicles and equipment

The resulting Best Practices Checklist will cover how the City meets each industry standard in a checklist format, as shown below. Note that each topic will be the subject of a chapter in the final report, where findings, recommendations, and savings will be identified.

Best Practice Criteria	Status	Comment
1. The City has a fit-for-purpose Fleet Management Information System.	✓	The City uses Assetworks M5, a well-recognized industry tool.
2. The City uses odometer readings from the GPS system to monitor utilization.	X	The City does not use GPS.



Best Practice Criteria	Status	Comment
3. The City has a reporting matrix that details what information is required at what level in what format and at what time intervals.	~	An annual report is compiled, but information needs are not regularly assessed.

## TASK RESULT

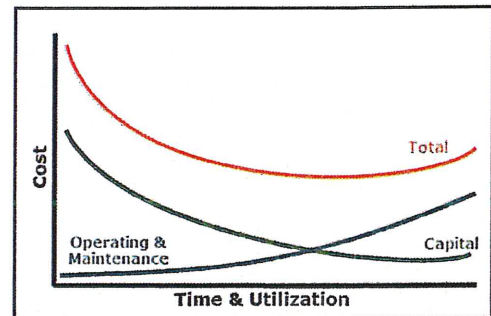
We will provide a Best Practice Checklist.

### TASK 4: EVALUATE THE FLEET REPLACEMENT PROGRAM

In Task 4, we will review and evaluate asset management, including procurement, replacement, and disposal of fleet assets. We will assess the existing methods to acquire and finance fleet assets and financing, and determine if existing funding levels support optimum replacement cycles. We will compare the Total Cost of Ownership (TCO) of leasing and purchasing.

We will use our fleet modelling tool to create a ten-year replacement plan that reflects when each asset should be replaced and accounts for the costs of that replacement.

Equipment capital costs tend to decline over time (because annual depreciation is highest in the initial years of ownership), while operating and maintenance costs increase. The combination of these two basic curve functions results in a “U-shaped” total cost curve. The economic theory of vehicle and equipment replacement predicts that vehicles and equipment should ideally be replaced during the flat portion of the curve, when annual operating costs begin to outweigh capital costs. Replacing an asset at this point produces the lowest lifecycle costs. The chart to the right, which is from APWA’s publication “Managing Public Equipment”, illustrates this concept.



The chart to the right, which is from APWA’s publication “Managing Public Equipment”, illustrates this concept.

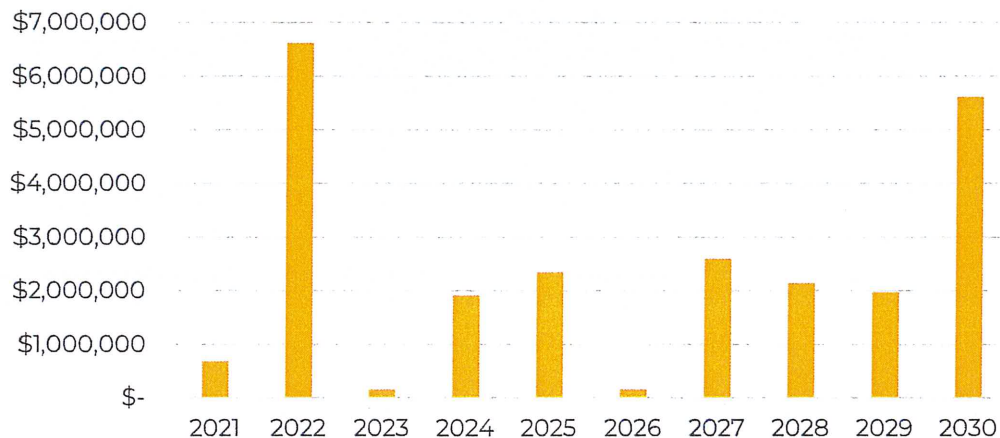
The total cost curve can vary significantly for different types of equipment. Factors that impact total costs and lifecycle timing include purchase prices, differences in operating environments, utilization levels, maintenance practices, rates of depreciation, etc. Consequently, replacement criteria must be developed for all types of equipment in a fleet.

The move to optimum lifecycles will result in savings in TCO. Our model will demonstrate the savings potential for various levels of spending. We will also generate a multi-year replacement plan for the fleet reflecting the new recommended lifecycles. In a recent example, a client had a plan that looked like the graph below:



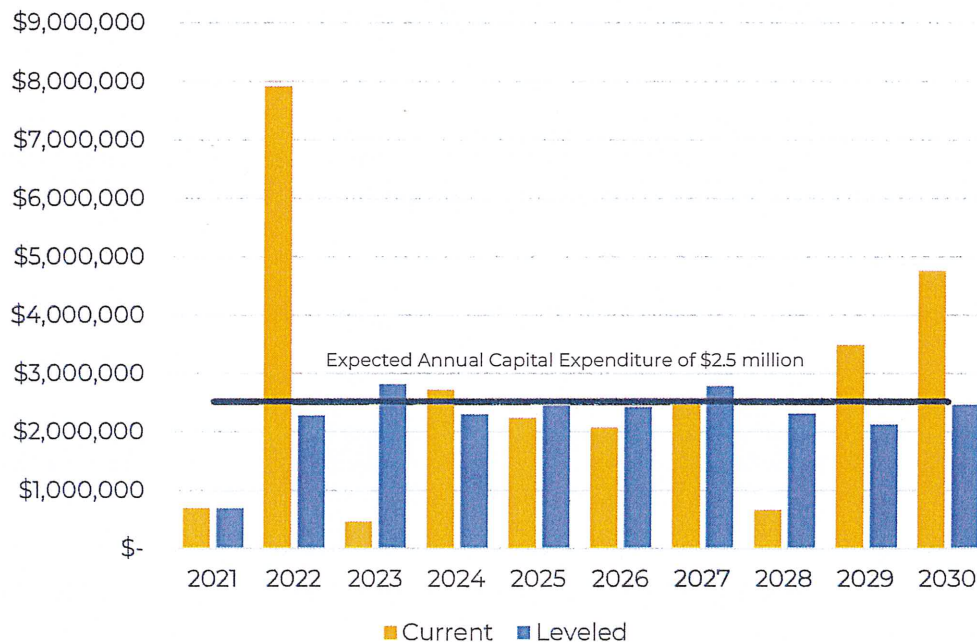


### Replacement Plan - Current Practices



This plan was made for inconsistent budget requirements. We recommended a levelled plan that provided more predictability for budget needs.

### Current Replacement Plan and Levelled Plan



In addition to reviewing acquisition and replacement, we will determine whether the methods used to dispose of vehicles and equipment are timely and yield the best rate of return.

#### TASK RESULT

We will create a replacement plan and a chapter for the Final Report that discusses vehicle procurement, replacement and disposal.





## **TASK 5: EVALUATE THE FLEET SERVICES PROGRAM**

This task involves a program review of vehicle assignments, take-home policies, reserve units, and maintenance. We will complete it in two steps.

5.1 Review of vehicle assignments. We will conduct interviews and review utilization data to determine where vehicle assignments are justified. We will also examine all policies and practices regarding vehicle assignments. We can share tailored policies that we have developed in this area.

5.2 Review of shop operations. We will conduct focus groups and interviews with mechanics and fleet customers in the following areas:

- Preventive Maintenance (PM) Program. We will assess the process for scheduling and conducting PMs and calculate the compliance rate for on-time inspection completion.
- Parts. We will interview mechanics and parts personnel to understand availability and assignment. We will also review the parts program to determine how inventory levels are determined and maintained, and how warranty management is handled.
- Fuel. We will review the processes and controls for obtaining fuel.
- Fleet Management Information System. We will conduct a system needs assessment and determine whether the system currently in use meets the organization's needs.
- Outsourcing. Best-in-class fleets typically outsource 10-15% of maintenance. We will calculate what is being outsourced and recommend improving the outsourcing decision process to improve repair times.

In addition, we will assess the adequacy and effectiveness of maintenance staffing using an established industry methodology: Vehicle Equivalency Unit (VEU) Analysis. A VEU represents a relative repair factor that enables comparisons between different types of vehicles and fleets. The baseline is the passenger sedan, which is assigned a VE of 1.0. All other vehicles and equipment are given a VE based on the relative level of effort required to maintain them compared to a sedan.

Once we have determined the total number of VEs represented by the vehicles and equipment in the fleet, we can determine the labor hours required to maintain one VE. In our experience, this number is impacted by factors such as the age of the fleet, utilization, shops and tools, operating environment, etc. Once we have determined the labor hours per VE, we will calculate the need for mechanic labor. The final step in determining the number of mechanics required is to evaluate the labor hours a mechanic can produce in a year. Once we know the number of mechanics required, we can make informed recommendations on the number of bays and the division between light and heavy-duty.





These staffing calculations are also part of our Excel-based fleet modeling tool. We will provide a copy so you can estimate the impacts of fleet growth or reduction on staffing requirements. After calculating the mechanics, we will determine the need for supervisors and support staff. We will review the job descriptions of all staff and recommend changes as needed.

#### TASK RESULT

We will provide chapters in the final report on vehicle assignment and maintenance.

### **TASK 6: ASSESS FLEET POLICIES**

In Task 6, we will assess the existing policies to acquire fleet assets along with financing the operation and capital replacement of the fleet, including the methodology and vehicle/equipment replacement program to include:

- Provide recommendations of the highest priority areas for policy development.
- Provide templates and samples of applicable policies to assist in the policy development.
- Provide recommendations on the implementation of these high-priority policies.
- Design and recommend policy development

We have a library of hundreds of fleet policy statements that can be tailored for the City's needs.

#### TASK RESULT

We will provide templates for a Fleet Policy Manual and a Driver's Handbook with draft policies for the City's review.

### **TASK 7: COMPILE A FINAL REPORT AND IMPLEMENTATION PLAN**

Upon the conclusion of the preceding tasks, we will prepare a detailed report summarizing the results of each of the previous work tasks and clearly delineating the recommended changes and associated costs. The report will be structured as follows:

- Executive Summary
- Introduction, Methodology, and Project Approach
- Fleet Profile
- Best Practices
  - Governance and Policies
  - Utilization





- Replacement
  - Maintenance
  - Technology
- Replacement Plan
- Fleet Services Program
- Policies
- Recommendations Summary and Prioritization (Implementation Plan)
- Appendix – Best Practice Checklist

This report includes specific, actionable recommendations for improvement with a cost-benefit analysis and implementation plan.

Once the draft report is complete, we will submit it to the City Project Lead and work with them to clarify any questions. Once the report is checked for factual accuracy and comments returned to our project team, we will make the necessary edits and produce a final version. We will provide electronic copies of the final report and all attachments to the Project Lead. We will also create and deliver a PowerPoint presentation to senior leadership and the City Council.

#### TASK RESULT

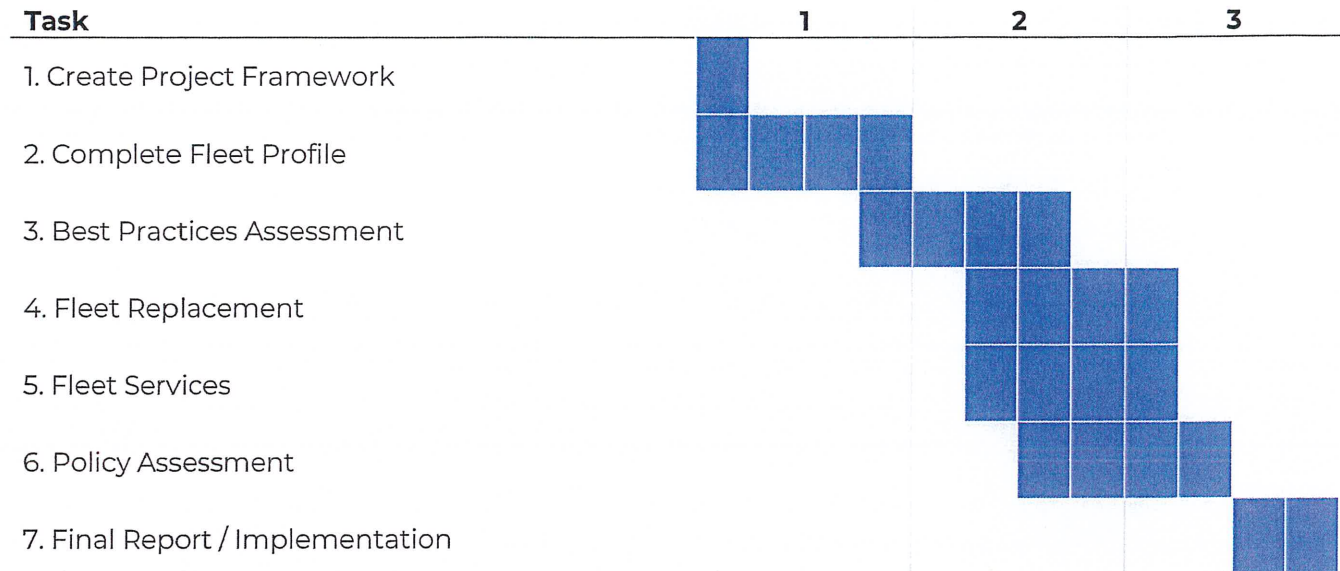
We will provide a draft and final report in the format described.





## PROJECT COMPLETION DEADLINE

The chart below shows the proposed timeline to complete this project in the 90 days (3 months) requested by the City.



Upon selection, we will finalize the project schedule with the City to ensure needs are met. All proposed timelines can be adjusted based on City staff priorities, preferences, and requirements.





## RELATED INFORMATION

### SPECIAL QUALIFICATIONS

Three project team members (Kate, Ruth, and Claude) are Certified Automotive Fleet Managers (CAFM). NAFA Fleet Management Association awards this designation through an eight-course program covering all aspects of fleet management. All three are NAFA instructors on fleet utilization, maintenance staffing, alternative fuels, and fleet financial decisions.

### WORK SAMPLE

The link below provides access to the City of Long Beach, Fleet Services Bureau, and Fleet Maintenance Audit.

<https://drive.google.com/drive/folders/1EFAkJDaV0i6B0N0kUC0mUZpke6n6wMZF?usp=sharing>





## FORMS

This section contains the following forms:

1. Interest Affidavit
2. Terms and Signature Form



# INTEREST AFFIDAVIT

The following affidavit is to accompany the proposal:

STATE OF: Virginia

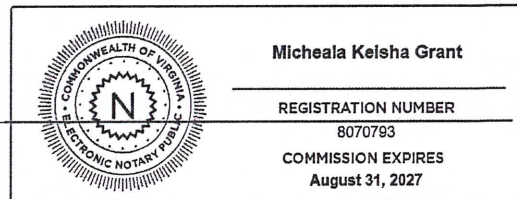
COUNTY OF: Newport News

Alan D. Pennington \_\_\_\_\_, of lawful age, being first duly sworn, states that s(he) is the agent authorized by the bidder to submit the attached proposal. Affiant further states that no officer or employee of the City of Broken Arrow either directly or indirectly, owns a twenty-five percent (25%) interest in the bidder's business or such a percentage, which constitutes a controlling interest. Affiant furthers states that the following officers and/or employees of the City of Broken Arrow have some direct or indirect interest in the bidder's business:

not applicable

For purposes of this affidavit, a direct or indirect interest is defined to include any relationship existing on the date of this affidavit, or which previously existed within the past year. Such an interest shall also be defined to include any business relationship between or among the proposed parties to the contract project and also to include any business relationship between the officers and directors of the proposed contracting parties of the project.

X Alan D Pennington  
Alan D Pennington



Subscribed and sworn to before me this 2nd day of May 20 25

My Commission Expires: 08/31/2027

Micheala Kelsha Grant  
Notary Public (or Clerk or Judge)

Newport News Virginia      Electronic Notary Public  
Notarized remotely online using communication technology via Proof.

(MUST BE SIGNED AND NOTIRIZED BY AN AUTHORIZED AGENT)



## TERMS AND SIGNATURE SHEET

In compliance with this invitation for **RFP Number 25.153** and subject to all conditions thereof, the undersigned offers and agrees to furnish any or all items and/or services upon which prices are quoted, at the price quoted as specified.

My signature certifies that the accompanying RFP is not the result of or affected by any act of collusion with another person or company engaged in the same line of business or commerce, or any act of fraud punishable under Federal, State, or City Law. Furthermore, I understand that fraudulent and collusive bidding is a crime under Federal, State, and City Law and can result in fines, prison sentences, and civil damage awards. I hereby certify that I am authorized to sign this RFP for the bidder.

If you desire not to bid on this Invitation, forward your acknowledgement of "No Bid". Return of only the "Statement of No Interest Sheet" with authorized signature and indicate the reason for "No Bid". Failure to comply may be cause for removal of your company's name from the bid list for the subject commodity and/or service.

Complete Legal Name of Bidder: Matrix Consulting Group, Ltd.

Date: May 2, 2025

Company Name: Matrix Consulting Group, Ltd.

Address: 1875 S. Grant Street, Suite 960

San Mateo

California

94402

City

State

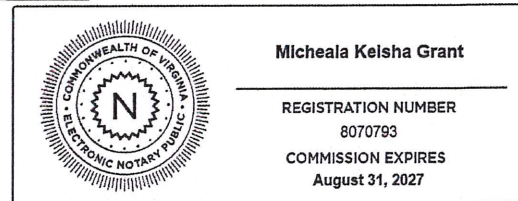
Zip Code

Email: proposals@matrixcg.net

Signature: Alan D Pennington

Official Title: President

Please print or type name clearly: Alan D. Pennington



Telephone: 650.858.0507 Fax Number: 650.397.4050

Federal Tax ID Number: 05-0545979

Subscribed and sworn to before me this 2nd day of May 2025

My Commission Expires: 08/31/2027

Micheala Keisha Grant

Notary Public (or Clerk or Judge)

Newport News Virginia Electronic Notary Public  
Notarized remotely online using communication technology via Proof.

(MUST BE SIGNED AND NOTIRIZED BY AN AUTHORIZED AGENT)







**RFP NO. 25.153 - Fleet Management Consulting Services**
**Description**

City of Broken Arrow wishes to use a contractor to review the City's vehicle fleet management to assess efficiency and cost-effectiveness, providing improvement recommendations. The consultant will evaluate if best practices are being followed.

	<b>BIDDER #1</b>	<b>BIDDER #2</b>	<b>BIDDER #3</b>	<b>BIDDER #4</b>	<b>BIDDER #5</b>
<b>Qualifications</b>	<b>RTA - The Fleet</b>	<b>Matrix Consulting Group</b>	<b>CST Fleet Services</b>	<b>Raftelis Financial Consultants, Inc.</b>	<b>Mercury Associates, Inc.</b>
<b>Price Summary</b>	<b>\$86,073</b>	<b>\$88,880</b>	<b>\$39,800</b>	<b>\$94,875</b>	<b>\$72,380</b>
<b>Company Opened</b>	<b>1979 - 46 years</b>	<b>2003 - 22 years</b>	<b>2000 - 25 years</b>	<b>1993 - 32 years</b>	<b>2002 - 23 years</b>
<b>Fleet Studies</b>	<b>500+</b>	<b>1800+(350+specialized)</b>	<b>300+</b>	<b>700+</b>	<b>650+</b>
<b>Company Size</b>	<b>15 employees</b>	<b>30 full-time/7 part-time</b>	<b>5 employees</b>	<b>221 employees, 191 consultants, 30 additional support staff</b>	<b>4 employees</b>
<b>Company Location(s)</b>	<b>1 location</b>	<b>8 locations</b>	<b>1 location</b>	<b>5 locations</b>	<b>3 locations + remote</b>
<b>References</b>	1) City of Las Vegas, NV 2) Lehi City, UT 3) City of Vancouver, WA	1) Seminole Tribe, FL 2) Long Beach, CA 3) City of Issaquah, WA	1) Cape Coral, FL 2) Harris County, TX 3) New Bedford, MA	1) City of Austin, TX 2) City of Lawton, OK 3) City of Charlottesville, VA	1) City of Wichita Falls, TX 2) City and County of Denver 3) City of Tamps, FL
<b>Clients</b>	Claremore, OK Norman, OK Las Vegas, NV Forth Worth, TX Orlando, FL Kansas City, MO U.S. Dept of Energy U.S. Dept of Homeland Security U.S. Dept of State U.S. Postal Service	Broken Arrow Police Dept Indian Nations Council of Gov. Nebraska DOT Minnesota DOT Carlsbad, CA El Paso, TX City of Issaquah, WA Spokane, WA Broward Sheriff Office, FL BJSW Authority, SC	City of Tulsa, OK State of Oklahoma University of Oklahoma Oklahoma State University Oklahoma City, OK City of Chicago, IL City of San Diego, CA Orlando, FL City of San Antonio, TX New York City, NY	Pinellas County, FL City of Lawton, OK City of Hutchinson, KS City of La Vista, NE City of Charlottesville, VA City of Austin, TX Village of Shorewood, WI City of Avon Lake, OH City of Charleston, SC	City of Wichita Falls, TX City and County of Denver City of Tampa, FL Loudoun County, VA Dallas County, TX
<b>Notary Public Expires</b>	<b>07/10/2029</b>	<b>8/31/2027</b>	<b>4/22/2028</b>	<b>6/13/2029</b>	<b>4/3/2035</b>
<b>TOTAL</b>	<b>\$86,073.00</b>	<b>\$88,880.00</b>	<b>\$39,800.00</b>	<b>\$94,875.00</b>	<b>\$72,380.00</b>

**NOTES: Request for RFP NO. 25.153 - Fleet Management Consulting Services**  
 Bid was sent out to five (10) Vendors with one (5) Vendor responding.  
 This was advertised on the City Website as well as the Tulsa World.  
 This bid tabulation is true and accurate to the best of my knowledge.

Thursday, May 22, 2025

X \_\_\_\_\_  
 Ryan Baze, General Services Director





# City of Broken Arrow

## Request for Action

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**File #: 25-789, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of a waiver of Section 24.104 of the Codes of Ordinances for approximately 15 acres, A-1 (Agricultural), one-quarter mile south of Washington Street (91st Street) east of 23rd Street (County Line Road)

**Background:**

Ryan and Julie Brown are in the process of developing vacant property located at 9201 s 193<sup>rd</sup> East Avenue and is requesting approval of a modification to Section 24.104 of the Codes of Ordinances. The Wagoner County parcel number for this property is 730096150.

Section 24.104 of the Codes of Ordinances (as approved through Ordinance No. 2224) requires properties located within 300 feet of a public sanitary sewer to connect to the sewer. Due to the current conditions of the County Line Trunk sewer, a simple tap would not be acceptable for this service. A recommendation from the Broken Arrow Utilities Director in favor of allowing the waiver has been provided.

Therefore, a request has been made by the applicant to modify Section 24.104 of the Codes of Ordinances to waive the requirement to connect to public sanitary sewer and allow an on-site sewer treatment system for this property. The property meets the minimum Oklahoma Department of Environmental Quality requirement of one-half acre to install an on-site treatment system.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Community Development Director

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

**Attachments:** Utilities Department Memo and Recommendation

**Recommendation:**

Approve the waiver of Section 24.104 of the Codes of Ordinances for this undeveloped property.



**INTEROFFICE MEMO**

**To:** Rocky Henkle, Community Development Director  
**From:** Timothy S. Robins, PE, Utilities Director  
**Date:** April 29, 2025  
**Re:** Sewer Connection Waiver Request for Brown Residence Addition - 9201 S 193rd E Ave

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This letter serves as a recommendation to waive the City Ordinance Section 24-104 part C, which essentially states that if a property line is within 300' of a city sanitary sewer, the property owner must connect to City sewer. The entire Ordinance is provided below.

Mr. Browns residential addition is within the property located off County Line Rd. south of Washington Street, specifically: tract 1, park of NW/4, Section 19, T-18-N, R-15E (9201 S 193rd E Ave). See attached site plan. The existing residential structure is served by a separate onsite septic system in good operating conditions. The new structure is adjacent but separate from the existing residential structure.

The new structure will have water and sewer needs and thus would have two options for this service; installation of an appropriate sewer system to tie into the County Line Trunk sewer system adjacent to the property along County Line Rd., or installation of a local septic system. Of those two options, allowing Mr. Ryan Brown to install a septic system or aerobic system per ODEQ appears to be the preferred option.

Due to the current conditions of the County Line Trunk sewer, a simple tap would not be acceptable for this service. A new doghouse manhole, an extension of an 8" line with another manhole would be required to provide this residence a service on this line. With this in mind, and a relocation project of this truck sewer pending, staff do not see this option being an equitable situation for both parties.

Our recommendation is to allow Mr. Brown a variance of the requirement to connect to City sewer off of County Line Rd.

**Sec. 24-104. - Connection to public sanitary sewers.**

(a) Every owner of a residence or other building in which humans reside, are employed, or congregate within this city shall connect all of their sanitary facilities designed for disposal of human excrement to the public sanitary sewer. This connection shall be made within one year after public sanitary sewers are available. Provided that developed property that is served by a properly functioning septic system at the time of annexation may continue to use the septic system until it fails, or until the system creates a health hazard as determined by the health department. The city manager may also authorize undeveloped individual lots which are within an otherwise developed subdivision, which subdivision was developed with septic systems, to construct a new septic system to serve a building to be constructed on the lot, under health



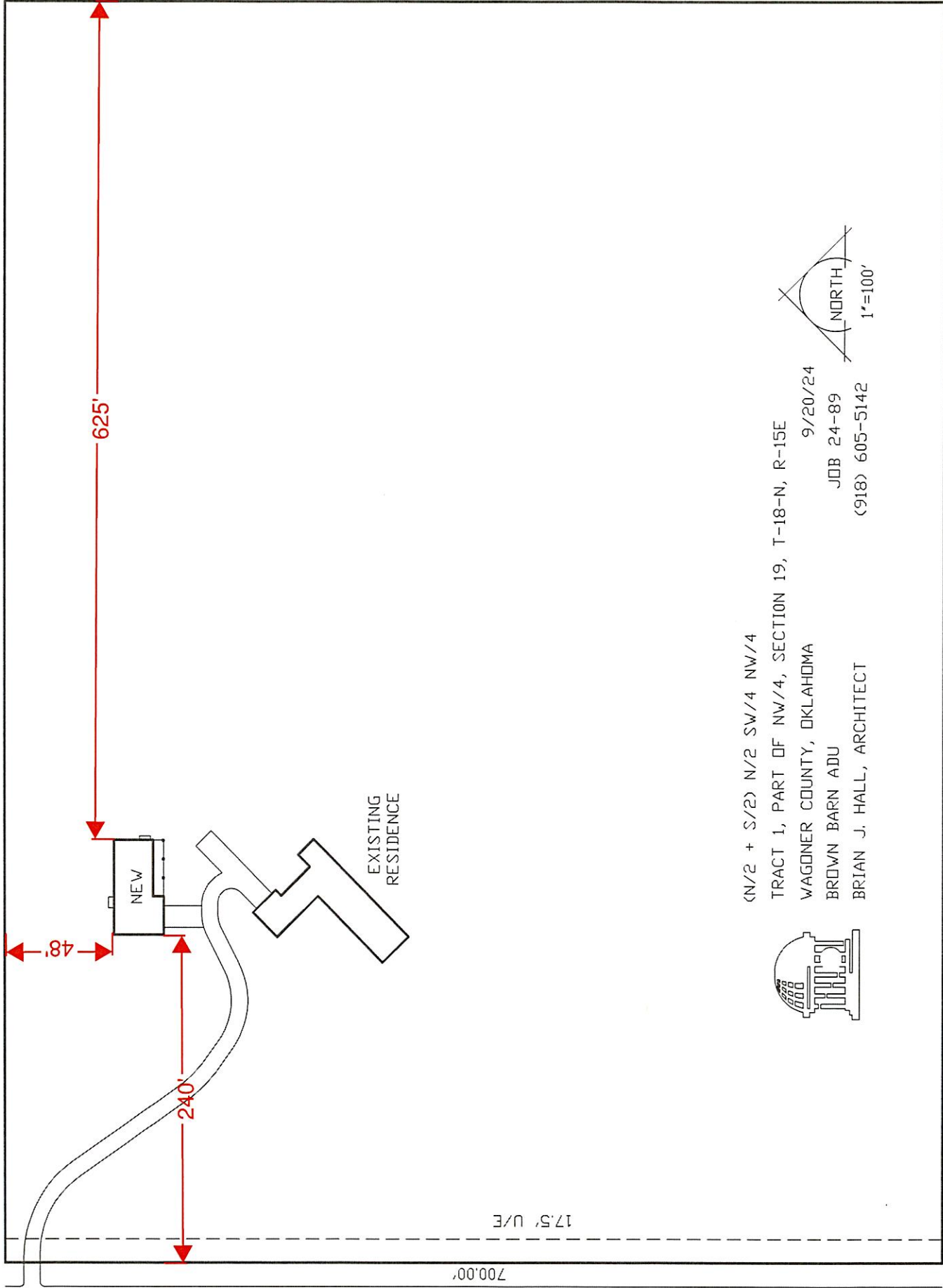
department standards.

(b) The use of a sanitary privy, septic system, or other private sanitary sewer that does not meet the conditions in [section 24-104\(a\)](#), but is used for more than one year after a public sanitary sewer becomes available is hereby declared to be a nuisance. It shall further be unlawful for any owner of the property or any tenant therein to dispose of human excrement through such a private system for a period of time longer than one year after a public sanitary sewer system becomes available.

(c) As used within this section, public sanitary sewers shall be deemed available when a publicly owned line which has collection capacity available, is located within 300 feet of the exterior perimeter of any existing lot; public sanitary sewers shall be deemed available to all lots within a subdivision or lot split tract, when a publicly owned line which has collection capacity available, is located within 300 feet of the exterior perimeter of the tract as it existed prior to the grant of approval.



935.00'



700.00'

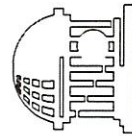
(N/2 + S/2) N/2 SW/4 NW/4

TRACT 1, PART OF NW/4, SECTION 19, T-18-N, R-15E

WAGONER COUNTY, OKLAHOMA

BROWN BARN ADU

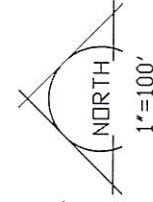
BRIAN J. HALL, ARCHITECT



9/20/24

JOB 24-89

(918) 605-5142



935.00'

S 193RD E AVE

FE

700.00'

17.5' U/E

625'

48'

240'





# City of Broken Arrow

## Request for Action

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**File #: 25-751, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Change Order No. 3 with Mowtown Outdoors for the Gardens at Central Park (2360450)

**Background:**

The Gardens at Central Park will add a Rose Garden to the Rose District. This project will beautify the area and provide a landscaped area to visit and reflect

Change Order #3 addresses the following additions/deletions/changes to the contract:

- To install a water feature including electrical and auto fill.
- There is a 10 - day ad to the contract time.

**The total cost for Change Order #3 amounts to \$12,390.00 but will be a no cost charge to the City of Broken Arrow**

The additional cost associated with these changes is as follows:

Previous Change Orders:	\$18,875.00
This Change Order(s):	\$12,390.00
Total Cost of Change Orders:	\$31,265.00
Original Contract Amount:	\$467,793.00
Revised Contract Amount:	\$499,058.00
Percent Change in Contract:	6.68%
Applicable to Comp. Bid Act:	6.68%

**Cost:** \$499,058.00

**Funding Source:** 2018 GO Bond

**Requested By:** Charlie Bright, PE, Director of Engineering and Construction

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

**Attachments:** Garden at Central Park CO 3



**Recommendation:**

Approve and authorize execution of Change Order #3 with Mowtown Outdoors for the Gardens at Central Park (2360450)



**Public Contract  
Application for  
Contractual Changes**

**Engineering and Construction Department**  
485 N. Poplar, Broken Arrow, OK. 74012  
Fax: 918-259-8453 - Office: 918-259-7000

**Contract Change Order #**

Project Name:	Gardens At Central Park	Project Number:	2360450
Project Location:	Section 1, T/18/N, R-14-E Tulsa County	Date of Application:	Monday, May 12, 2025
Contractor:	Mowtown Outdoors	Submitted By:	Chad Walker

**Summary of Change in Scope of Work**

The following scope of work consisting of work location, work description, established quantities, and timeline for completion has been reviewed and agreed upon by the contractor, the origin funding department, and the Engineering and Construction Department.

Change of Work Items Included in this Change Order:

- 1) Water feature including electrical and auto fill
- 2)

Change in Contractual Project Time:

- 1) 10 days
- 2)

Plan Sheets or Additional Documents Attached: ☒ Yes ☐ No ☐ Other: \_\_\_\_\_

**Work Order Quantities**

Item#	(Spec)	Item Description	Units	Price	Quantity	Total Amount
		Water Feature			\$	9,981.33
		Electrical			\$	1,050.00
		Autofill & Irrigation			\$	1,358.67
Total Change Cost:						\$ 12,390.00

**Summary of Project Costs**

Total Previous Change Orders:	\$ 18,875.00	Original Contract Amount:	\$ 467,793.00
Current Change Order:	\$ 12,390.00	Amended Contract Amount:	\$ 499,058.00
Total Cost of Change Orders:	\$ 31,265.00	Percent Change in Contract:	6.68%
Total Cost Applicable to CBA:		Percent Change Applicable to CBA:	6.68%

**Change Order Authorization**

Change Order #	3	in the sum of:	\$ 12,390.00	has been reviewed by all parties and is recommended for approval by:
Contractor Submitting Change Order:	Mowtown Outdoors	Name	Signature	Date
Construction Division Manager:	Nathanael T. Kohl, PE	Name	Nathanael Kohl	5/12/2025
Director of Engineering & Construction:	Charlie Bright, PE	Name	Charlie Bright	5/16/2025
Assistant City Manager - Operations:	Kenneth D Schwab, PE	Name	Kenneth Schwab	5/16/2025
City Manager:	Michael Spurgeon	Name	Signature	Date

**This Change is Executed Through:**

- ☐ This change to the contract documents is authorized by the City Manager's authority in accordance with the applicable state statutes and COBA Code of Ordinances.  
or  
☐ This change to the contract documents was approved at the City Council/BAMA meeting held on : \_\_\_\_\_





# City of Broken Arrow

## Request for Action

---

**File #: 25-750, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Resolution No. 1659, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 11.0, consisting of 4,898 square feet of permanent Right-of-Way and one Utility Easement for Parcel 11.A consisting of 3,179 square feet, located at 8601 South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 13, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from The Linda J. Holman Revocable Trust, dated January 25, 2007, and authorization of payment in the amount of \$17,270.00 for the 9th Street widening from Houston Street to Washington Street, Parcel 11.0 and 11.A (Project No. ST2027)

**Background:**

The attached General Warranty Deed is being conveyed to the City of Broken Arrow, a municipal corporation, from The Linda J. Holman Revocable Trust, dated January 25, 2007, the owner. Parcel 11.0 consists of 4,898 square feet of permanent Right-of-Way and Parcel 11.A consists of 3,179 square feet of utility easement located at 8601 South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 13, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma. The Linda J. Holman Revocable Trust, dated January 25, 2007 has accepted the following offer, made subject to City Council approval:

Permanent Right of Way: 4,898 SQUARE FEET @ \$2.87/SF = \$14,057.26

Utility Easement: 3,179 SQUARE FEET @ \$2.87/SF x 75% = \$6,842.80

Total Just Compensation Amount (Rounded) = \$20,900.00

A copy of the signed acceptance of the City's offer is attached, as is the General Warranty Deed. Payment of the compensation amount is on the June 2, 2025 City Council Claims List.

**Cost:** \$20,900.00

**Funding Source:** 2018 GO Bond

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

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

**Attachments:** Resolution No. 1659  
General Warranty Deed  
Utility Easement  
Acceptance Letter  
Conditions for Payment  
Affidavit



Affidavit for Title or Ownership of Land

**Recommendation:**

Approve and authorize execution of Resolution No. 1659



## UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, HARLEY D. WATKINS Keli Eckhart \* of the **LINDA J. HOLMAN REVOCABLE TRUST Dated January 25, 2007**, the owner(s), of the legal and equitable title to the following described real estate, "Grantor," in consideration of the sum of One Dollar (\$1.00), cash in hand paid by the City of Broken Arrow, Oklahoma and other good and valuable considerations, receipt of which is hereby acknowledged, do hereby assign(s), grant(s) and convey(s) to the **CITY OF BROKEN ARROW**, Tulsa County, Oklahoma, a municipal corporation, its successors and assigns, "Grantee," an easement and right of way over and across the following described real property and premises, situated in TULSA County, State of Oklahoma to wit:

### SEE EXHIBIT "A"

with right of ingress and egress to and from the same, for the purpose of constructing, operating, and replacing utility lines and appurtenances.

Grantor agrees not to build or construct any building or buildings upon the permanent easement area. However, Grantor expressly reserves the right to build and construct sidewalks, streets and driveways, water mains, gas lines, electrical lines and other public service facilities across said premises herein described.

There is further granted, the right to remove any tree or parts of trees, which in the judgment of the City may interfere with the construction of the applicable utilities.

PROVIDED, that the said Grantor, his/her heirs, executors, administrators and assigns, shall fully use and enjoy the said premises except as may be necessary for the purposes herein granted to the City, its successors or assigns.

TO HAVE AND TO HOLD such easement and right of way unto the City of Broken Arrow, Oklahoma, its successors and assigns forever.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed this 16th day of MAY, 2025.

\*Successor Co-Trustees

Return to:  
City of Broken Arrow  
City Clerk  
PO Box 610  
Broken Arrow, OK 74013

Harley D. Watkins  
HARLEY D. WATKINS, CO-TRUSTEE  
Keli Eckhart  
KELI ECKHART, CO-TRUSTEE



STATE OF OKLAHOMA     )  
  ) §  
COUNTY OF TULSA        )

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 16th day of MAY 2025, personally appeared HARLEY D. WATKINS  
KELI ECKHART of the LINDA J. HOLMAN REVOCABLE TRUST Dated January 25, 2007, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



  
\_\_\_\_\_  
NOTARY PUBLIC

Approved as to Form:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

  
\_\_\_\_\_  
Assistant City Attorney

Approved as to Substance:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

\_\_\_\_\_  
Michael L. Spurgeon, City Manager

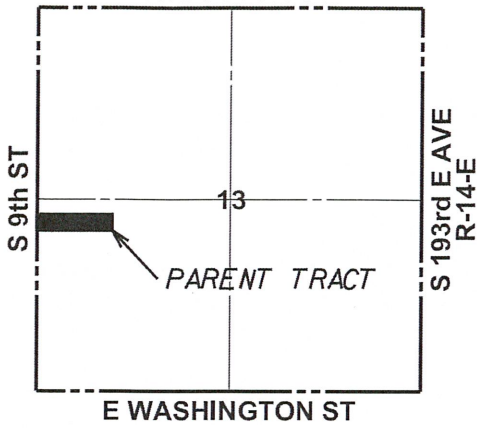
Attest:

Engineer RTS Checked: 5/19/25  
Project: 9<sup>TH</sup> STREET WIDENING-HOUSTON TO WASHINGTON  
Project #ST2027 Parcel 11.A

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



T-18-N  
E HOUSTON ST



Parcel No.: 11.A  
County: Tulsa  
Legal Description: See Exhibit "A"  
Project Number: ST2027

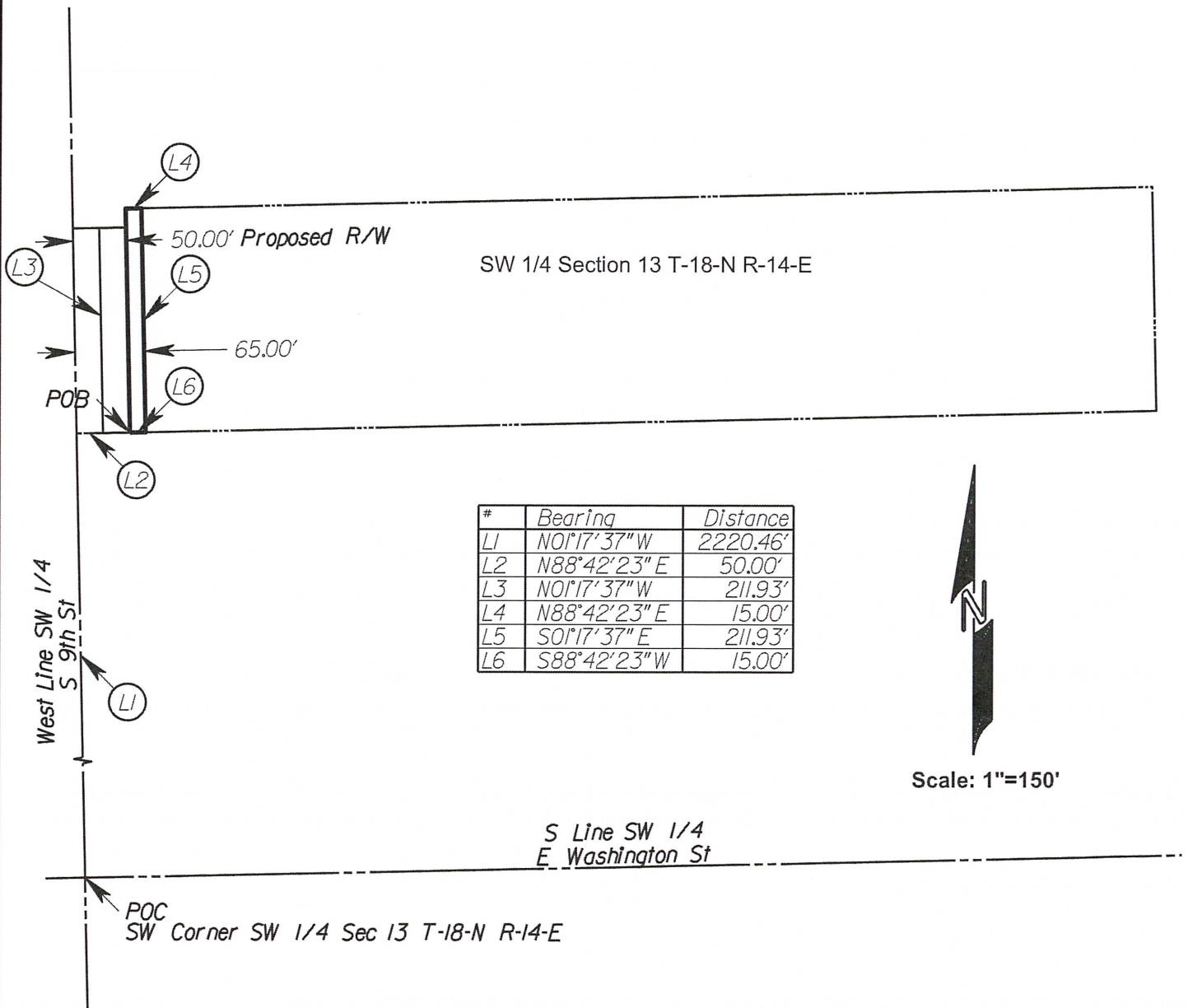
#### LEGEND

POB - Point of Beginning  
POC - Point of Commencement  
SPC - State Plane Coordinates  
R/W - Right-of-Way

Tract Area	216,903	S.F.	4.98 Acres
Existing R/W	4,801	S.F.	0.11 Acres
Proposed R/W	4,898	S.F.	0.11 Acres
Rem in Tract	207,204	S.F.	4.76 Acres
Perpetual Easement	-	S.F.	- Acres
Temp Construction Easement	-	S.F.	- Acres
Drainage Easement	-	S.F.	- Acres
Sanitary Easement	3,179	S.F.	0.07 Acres

#### EXHIBIT NOTES

1. This Exhibit is a sketch descriptive only of size, shape and location of the proposed Right-of-Way easement and does not constitute a plat of survey of the Grantor's Property.





## EXHIBIT "A"

### PROPOSED SANITARY EASEMENT

PARCEL 11.A

CITY PROJECT NO. ST2027

### PROPOSED SANITARY EASEMENT LEGAL

A parcel of land lying in the SW 1/4 of Section 13, Township 18 North, Range 14 East, City of Broken Arrow, Tulsa County, State of Oklahoma, said parcel being more particularly described as follows:

Commencing at the SW Corner of said Section 13; thence a distance of 2220.46 feet, on a bearing of N01°17'37"W (being the basis of bearings for this description) along the West line of said SW 1/4; thence a distance of 50.00 feet, on a bearing of N88°42'23"E to a point on the proposed Easterly Right-of-Way line for South 9<sup>th</sup> Street same being a line 50.00 feet East of and parallel with the West line of said SW 1/4 as well as the Point of Beginning; thence N01°17'37"W along said proposed Easterly Right-of-Way line and parallel line, a distance of 211.93 feet; thence N88°42'23"E, a distance of 15.00 feet to a point on a line being 65.00 feet East of and parallel with the West line of said SW 1/4; thence S01°17'37"E along said parallel line, a distance of 211.93 feet; thence S88°42'23"W, a distance of 15.00 feet to the Point of Beginning.

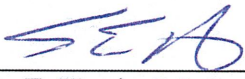
Said parcel containing 3,179 square feet, or 0.07 acre more or less and being subject to all easements and Rights-of-Way of record.

### SURVEYOR'S CERTIFICATE

I, Carey E. Harris, PLS, Keystone Engineering and Land Surveying, Inc., certify that the attached legal description closes in accord with existing records, is a true representation of the real property described, and meets the minimum technical standards for land surveying of the state of Oklahoma.

Witness my hand and seal this 1st day of March 2021.



  
\_\_\_\_\_  
Carey E. Harris, P.L.S. #1719  
C.A. No.: 5877  
Expires: 6/30/21



**RESOLUTION NO. 1659**

**A RESOLUTION AUTHORIZING ACCEPTANCE OF A GENERAL WARRANTY DEED FOR PARCEL 11.0, WHICH CONSISTS OF 4,898 SQUARE FEET OF PERMANENT RIGHT-OF-WAY FOR THE 9TH STREET WIDENING: HOUSTON TO WASHINGTON, LOCATED AT 8601 SOUTH LYNN LANE IN BROKEN ARROW, OKLAHOMA IN THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 18 NORTH, RANGE 14 EAST, TULSA COUNTY, STATE OF OKLAHOMA, FROM THE LINDA J. HOLMAN REVOCABLE TRUST, DATED JANUARY 25, 2007, AND AUTHORIZATION OF PAYMENT IN THE AMOUNT OF \$14,060.00 FOR THE 9TH STREET WIDENING: HOUSTON TO WASHINGTON, PARCEL 11.0. (PROJECT NO. ST2027)**

**WHEREAS**, the right-of-way acquisition for the 9<sup>th</sup> Street Widening: Houston to Washington has been approved as General Obligation Bond 2018; and

**WHEREAS**, the City of Broken Arrow's right-of-way agent has negotiated a payment in the amount of \$14,060.00 to The Linda J. Holman Revocable Trust, dated January 25, 2007, the property owner of Parcel 11.0, which consists of 4,898 square feet of Permanent Right of Way located at the 8601 South Lynn Lane Road in Broken Arrow, Oklahoma; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA, THAT:**

1. The City of Broken Arrow accepts the General Warranty Deed for Parcel 11.0 from The Linda J. Holman Revocable Trust, dated January 25, 2007, and authorizes payment in the amount of \$14,060.00.

This Resolution is approved in open meeting by the City Council of the City of Broken Arrow on this 2nd day of June, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
(seal) CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
ASSISTANT CITY ATTORNEY



## GENERAL WARRANTY DEED

THIS INDENTURE is made this 6<sup>th</sup> day of MAY, 2025, between WALLEY WATKINS, KELI ECKHART \* of the LINDA J. HOLMAN REVOCABLE TRUST, dated January 25, 2007, party of the first part, and CITY OF BROKEN ARROW, OKLAHOMA, a municipal corporation, party of the second part.

WITNESSETH, That in consideration of the sum of Ten and No/100 Dollars (\$10.00), the receipt of which is hereby acknowledged, said party of the first part does by these presents, grant, bargain, sell and convey unto said party of the second part, its successors and assigns, all of their right, title and interest in and to the all of the following described real estate and premises, and including all right, title and interest in and to the airspace, light, view above the surface, including any previously dedicated roadway of the following described real estate situated in the County of **TULSA**, State of Oklahoma, to-wit:

### SEE EXHIBIT "A"

### EXEMPT FROM DOCUMENTARY STAMPS PURSUANT TO 68 O.S. 3202 (11).

TO HAVE AND TO HOLD THE SAME, together with all and singular the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining forever.

And said party of the first part, its successors and assigns, does hereby covenant, promise and agree to and with said party of the second part at the delivery of these presents it is lawfully seized in its own right of an absolute and indefeasible estate of inheritance in fee simple, of and in, all and singular the above granted and described premises, with the appurtenances; that the same are free, clear, and discharged of and from all former grants, charges, judgments, taxes, assessments, mortgages and other liens and encumbrances of whatsoever nature, EXCEPT, taxes and assessments not yet due, restrictions, covenants and easements of record, and that party of the first part will WARRANT AND FOREVER DEFEND the same unto the said party of the second part, successors and assigns, against said party of the first part, its successors and assigns, and all and every person or persons whomsoever, lawfully claiming or to claim the same.

IN WITNESS WHEREOF, the said party of the first part hereto has caused these presents to be signed in its name the day and year first above written.

*\*Successor Co-Trustees*

Return to:  
City of Broken Arrow  
City Clerk  
PO Box 610  
Broken Arrow, OK 74013

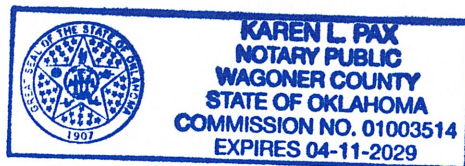
*Wallely D. Watkins*  
WALLELY D. WATKINS, CO. TRUSTEE  
*Keli Eckhart*  
KELI ECKHART, CO. TRUSTEE

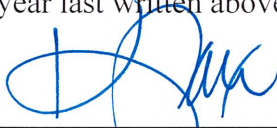


STATE OF OKLAHOMA     )  
  ) §  
COUNTY OF TULSA        )

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 16th day of MAY, 2025, personally appeared HAROLD D. WATKINS, KELI ECKHART of the LINDA J. HOLMAN REVOCABLE TRUST, dated January 25, 2007, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



  
\_\_\_\_\_  
NOTARY PUBLIC

Approved as to Form:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

  
\_\_\_\_\_

Assistant City Attorney

Approved as to Substance:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

\_\_\_\_\_  
Michael L. Spurgeon, City Manager

Attest:

Engineer: PTS   Checked: 5/9/25  
Project: ST2027   Parcel 11.0  
9<sup>TH</sup> STREET WIDENING-HOUSTON TO WASHINGTON

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



## EXHIBIT "A"

### PROPOSED PERMANENT RIGHT-OF-WAY

PARCEL 11.0

CITY PROJECT NO. ST2027

### PROPOSED RIGHT-OF-WAY LEGAL

A parcel of land lying in the SW 1/4 of Section 13, Township 18 North, Range 14 East, City of Broken Arrow, Tulsa County, State of Oklahoma, said parcel being more particularly described as follows:

Commencing at the SW Corner of said Section 13; thence a distance of 2220.46 feet, on a bearing of N01°17'37"W (being the basis of bearings for this description) along the West line of said SW 1/4; thence a distance of 24.75 feet, on a bearing of N88°42'23"E to a point on the present Easterly Right-of-Way line for South 9<sup>th</sup> Street same being a line 24.75 feet East of and parallel with the West line of said SW 1/4 as well as the Point of Beginning; thence N01°17'37"W along said present Easterly Right-of-Way line and parallel line, a distance of 193.99 feet; thence N88°42'23"E, a distance of 25.25 feet to a point on a line being 50.00 feet East of and parallel with the West line of said SW 1/4; thence S01°17'37"E along said parallel line, a distance of 193.99 feet; thence S88°42'23"W, a distance of 25.25 feet to the Point of Beginning.

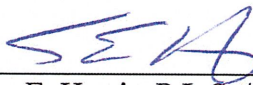
Said parcel containing 4,898 square feet, or 0.11 acre more or less and being subject to all easements and Rights-of-Way of record.

### SURVEYOR'S CERTIFICATE

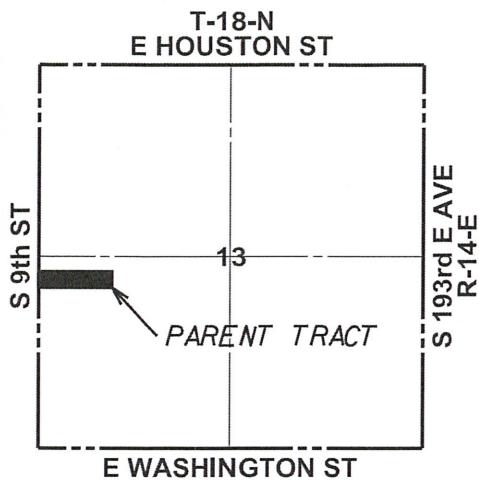
I, Carey E. Harris, PLS, Keystone Engineering and Land Surveying, Inc., certify that the attached legal description closes in accord with existing records, is a true representation of the real property described, and meets the minimum technical standards for land surveying of the state of Oklahoma.

Witness my hand and seal this 2nd day of February 2021.



  
\_\_\_\_\_  
Carey E. Harris, P.L.S. #1719  
C.A. No.: 5877  
Expires: 6/30/21





Parcel No.: 11.0  
 County: Tulsa  
 Legal Description: See Exhibit "A"  
 Project Number: ST2027

#### LEGEND

POB - Point of Beginning  
 POC - Point of Commencement  
 SPC - State Plane Coordinates  
 R/W - Right- of- Way

Tract Area	216,903	S.F.	4.98 Acres
Existing R/W	4,801	S.F.	0.11 Acres
Proposed R/W	4,898	S.F.	0.11 Acres
Rem in Tract	207,204	S.F.	4.76 Acres
Perpetual Easement	-	S.F.	- Acres
Temp Construction Easement	-	S.F.	- Acres
Drainage Easement	-	S.F.	- Acres

#### EXHIBIT NOTES

1. This Exhibit is a sketch descriptive only of size, shape and location of the proposed Right-of-Way easement and does not constitute a plat of survey of the Grantor's Property.

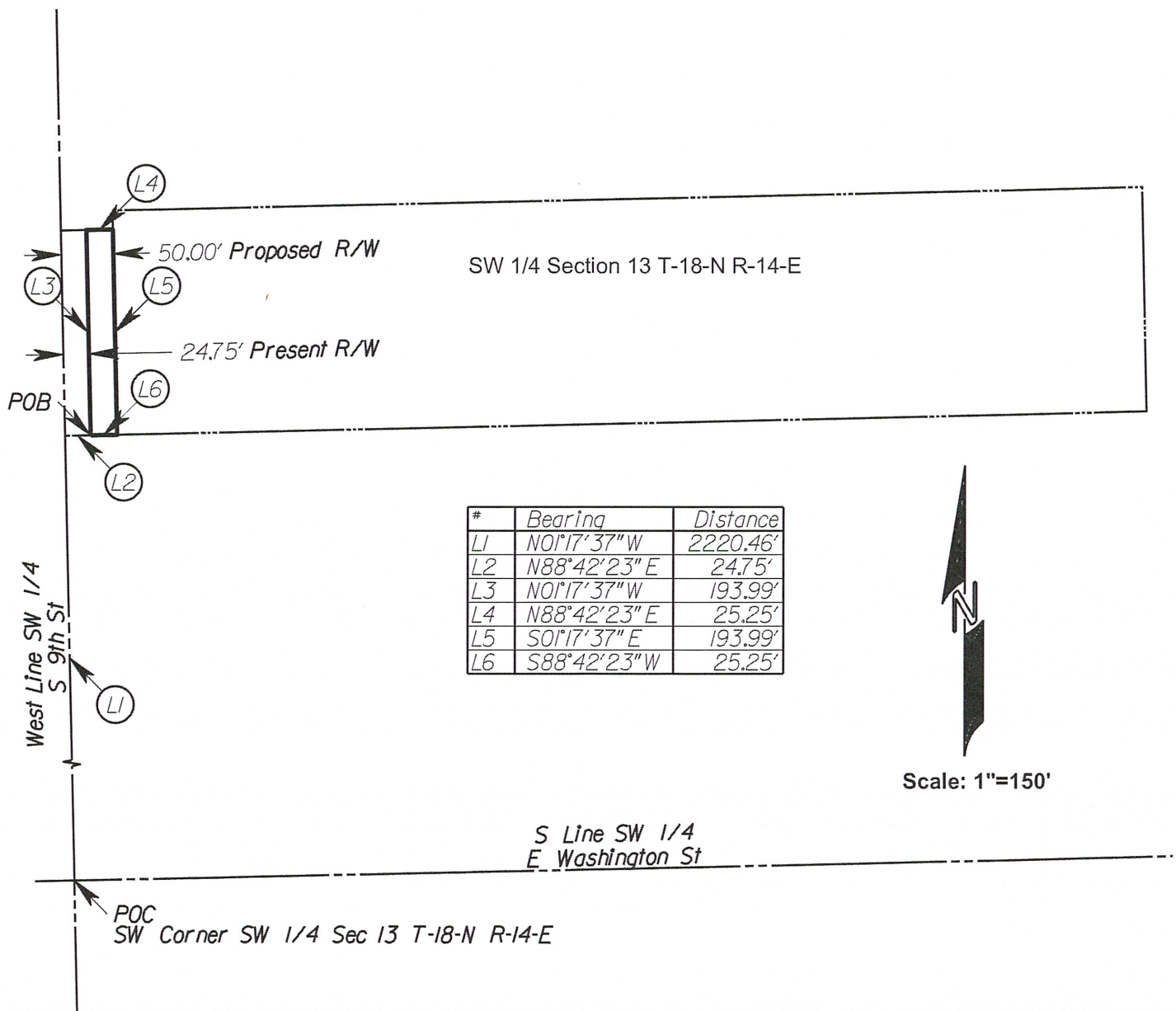




Exhibit to Deed

**AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: EXEMPT BUSINESS OR TRUST**

[illegible]

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Michael L. Spurgeon (list legal name and any aliases) (the “Affiant”), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I am eighteen (18) years of age or older and have personal knowledge of the statements made herein.

2. I am a/an City Manager (role, such as titled officer or trustee) of City of Broken Arrow, a municipal corporation (legal name, along with any trade or fictitious names, of business, trust, or other legal entity) (referred to herein as the “Entity”). I am duly authorized to record this Affidavit on behalf of the Entity, which took title to the real property identified in the Deed to which this Affidavit is attached (the “Property”), and to bind the Entity for the consequences of any false statements in this Affidavit.

3. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States shall acquire title to or own land in this state either directly or indirectly through a business entity or trust, except as hereinafter provided, but he or she shall have and enjoy in this state such rights as to personal property as are, or shall be accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce in accordance with federal law.

4. For purposes of this Affidavit, I acknowledge and understand that to be “engaged in regulated interstate commerce in accordance with federal law,” means all the Entity’s business activities in Oklahoma must be either: (a) expressly permitted by federal regulation or federal law, or (b) not prohibited by federal regulation or federal law. I further acknowledge and understand that an entity engaged in or supporting the cultivation of marijuana in Oklahoma is not “engaged in regulated interstate commerce in accordance with federal law.” I have read the provisions of 60 O.S. § 121 and this Affidavit and certify that the Entity is engaged in regulated interstate commerce in accordance with federal law.”



5. No funding source is being used in the sale or transfer of the Property in violation of section 121 or any other state or federal law.

6. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or subject me and/or the Entity to being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

\_\_\_\_\_  
AFFIANT, individually, and as authorized agent of the Entity      Date

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025,  
by [Michael L Spurgeon](#).

\_\_\_\_\_  
NOTARY PUBLIC



## CONDITIONS AND REQUEST FOR PAYMENT

**Conditions:** (List physical conditions required for acceptance):

Fee Simple

- Replace all driveway entrances in same width in concrete
- Replace all fencing in like kind.

**Terms for Payment:**

Owner's request for payment in the amount of: \$20,900

Owner's Mailing Address: 8109 S Lynn Lane Rd Bldg 74012

**Owner Requests Check:**

- ☐ Mailed to above address
- ☐ Mailed to above address by Certified Mail
- ☐ Call me and I will pick it up
- ☒ Delivered by Agent

Check Payable to: Linda J. Holman Revocable Trust

**Signature/Date:**

Owner/s: ✓ Harley D. Matthews  
✓ Kei Rebhart

Date: 5/16/2025  
5/16/2025

Agent: 

Date: 5/16/25

Project: ST2027 9<sup>th</sup> Street widening: Houston to Washington, Parcel 11.0 & 11.A



# AFFIDAVIT

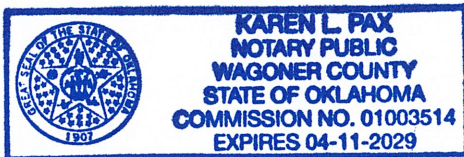
STATE OF OKLAHOMA     )  
                                      ) §  
COUNTY OF TULSA        )

The undersigned, of lawful age, being first duly sworn, on oath says that this invoice of claim is true and correct. Affiant further states that the conditions for payment as shown by this invoice or claim have been completed or supplied, or will be upon approval of the city council, in accordance with the offer, contracts or agreements furnished the affidavit. Affiant further states that he/she has made no payment directly or indirectly to any elected official, officer or employee of the state of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

By: Keli Eophart  
Kelley Watkins

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 16th day of January, 2025, personally appeared Kelley Watkins, of the LINDA J. HOLMAN REVOCABLE TRUST Dated January 25, 2007, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



[Signature]  
NOTARY PUBLIC



**Exhibit to Deed**

**AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: EXEMPT BUSINESS OR TRUST**

[illegible]

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Michael L. Spurgeon (list legal name and any aliases) (the “Affiant”), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I am eighteen (18) years of age or older and have personal knowledge of the statements made herein.

2. I am a/an City Manager (role, such as titled officer or trustee) of City of Broken Arrow, a municipal corporation (legal name, along with any trade or fictitious names, of business, trust, or other legal entity) (referred to herein as the “Entity”). I am duly authorized to record this Affidavit on behalf of the Entity, which took title to the real property identified in the Deed to which this Affidavit is attached (the “Property”), and to bind the Entity for the consequences of any false statements in this Affidavit.

3. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States shall acquire title to or own land in this state either directly or indirectly through a business entity or trust, except as hereinafter provided, but he or she shall have and enjoy in this state such rights as to personal property as are, or shall be accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce in accordance with federal law.

4. For purposes of this Affidavit, I acknowledge and understand that to be “engaged in regulated interstate commerce in accordance with federal law,” means all the Entity’s business activities in Oklahoma must be either: (a) expressly permitted by federal regulation or federal law, or (b) not prohibited by federal regulation or federal law. I further acknowledge and understand that an entity engaged in or supporting the cultivation of marijuana in Oklahoma is not “engaged in regulated interstate commerce in accordance with federal law.” I have read the provisions of 60 O.S. § 121 and this Affidavit and certify that the Entity is engaged in regulated interstate commerce in accordance with federal law.”



5. No funding source is being used in the sale or transfer of the Property in violation of section 121 or any other state or federal law.

6. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or subject me and/or the Entity to being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

\_\_\_\_\_  
AFFIANT, individually, and as authorized agent of the Entity

\_\_\_\_\_  
Date

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025,  
by [Michael L Spurgeon](#).

\_\_\_\_\_  
NOTARY PUBLIC





May 9, 2025

LINDA J HOLMAN REVOCABLE TRUST  
8709 S LYNN LANE RD  
BROKEN ARROW, OK 74012

**RE: 9TH STREET WIDENING: HOUSTON TO WASHINGTON,  
PROJECT NO. ST2027, PARCEL NO. 11.0 & 11.A**

**PROPERTY LOCATION: 8601 S LYNN LANE RD E BROKEN ARROW 74012**

Dear Trustee:

The City of Broken Arrow has completed the design phase and is beginning the easement acquisition phase on the above-named project. With a fair market value for the portion to be acquired now complete, the City is able to place a fair market value on the acquisitions and make an offer to you. The following offer is made by the City, subject to City Council approval:

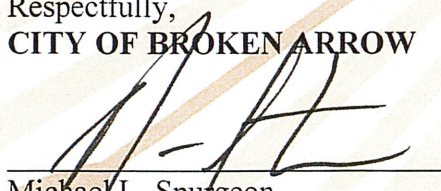
Permanent Right of Way: 4,898 SQUARE FEET (SF) @ \$2.87/SF = \$14,057.26  
Sanitary Easement = 3,179 SF @ \$2.87/SF = \$9,123.73 x 75% = \$6,842.80  
Total Just Compensation Amount (Rounded) = \$20,900

By your signature on this letter, you have accepted the City's offer of \$20,900.00 Please return this document in the enclosed self-addressed stamped envelope for further processing. If you have any questions about this offer, please contact a Right-of-Way Agent:

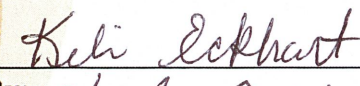
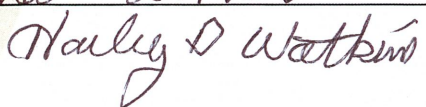
Karen Pax: [kpax@brokenarrowok.gov](mailto:kpax@brokenarrowok.gov) or 918-259-7000 ext. 5435  
Amy O'Laughlin: [aolaughlin@brokenarrowok.gov](mailto:aolaughlin@brokenarrowok.gov), or 918-259-7000 ext. 5278

**Please respond within 10 days of receipt of this letter.**

Respectfully,  
**CITY OF BROKEN ARROW**

*Acting*  
  
Michael L. Spurgeon  
City Manager

MLS/klp  
enc

  
By: 





# City of Broken Arrow

## Request for Action

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**File #: 25-770, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Resolution No. 1660, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 6.0, consisting of 7,188 square feet of permanent Right-of-Way located at 17615 East 101st Street South in Broken Arrow, Oklahoma, in the Northeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from King Development Group, LLC, an Oklahoma Limited Liability Company, and authorization of payment in the amount of \$17,970.00 for the 9th Street widening from New Orleans Street to Washington Street, Parcel 6.0 (Project No. ST23280)

**Background:**

The attached General Warranty Deed is being conveyed to the City of Broken Arrow, a municipal corporation, from King Development Group, LLC, an Oklahoma Limited Liability Company, the owner. Parcel 6.0 consists of 7,188 square feet of permanent Right-of-Way located at 17615 East 101st Street South in Broken Arrow, Oklahoma, in the Northeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma. King Development Group, LLC, an Oklahoma Limited Liability Company, has accepted the following offer, made subject to City Council approval:

Permanent Right of Way: 7,188 SQUARE FEET (SF) @ \$2.50 SF = \$17,970  
Total Just Compensation Amount (Rounded) = \$17,970.00

A copy of the signed acceptance of the City's offer is attached, as is the General Warranty Deed. Payment of the compensation amount is on the June 2, 2025 City Council Claims List.

**Cost:** \$17,970.00

**Funding Source:** 2018 GO Bond

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

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

**Attachments:** Resolution No. 1660  
General Warranty Deed  
Acceptance Letter  
Conditions for Payment  
Affidavit



Affidavit for Title or Ownership of Land

**Recommendation:**

Approve and authorize execution of Resolution No. 1660





May 12, 2025

King Development Group, LLC  
17411 E 49<sup>th</sup> Street  
Tulsa, OK 74134

**RE: 9<sup>TH</sup> STREET-NEW ORLEANS STREET TO WASHINGTON STREET  
PROJECT NO. ST23280 PARCEL #6.0**

**PROPERTY LOCATION: 17615 EAST 101<sup>ST</sup> STREET SOUTH, BROKEN ARROW, OK  
74011**

Mr. Burk:

The City of Broken Arrow has completed the design phase and is beginning the easement acquisition phase on the above-named project. With a fair market value for the portion to be acquired now complete, the City is able to place a fair market value on the acquisitions and make an offer to you. The following offer is made by the City, subject to City Council approval:

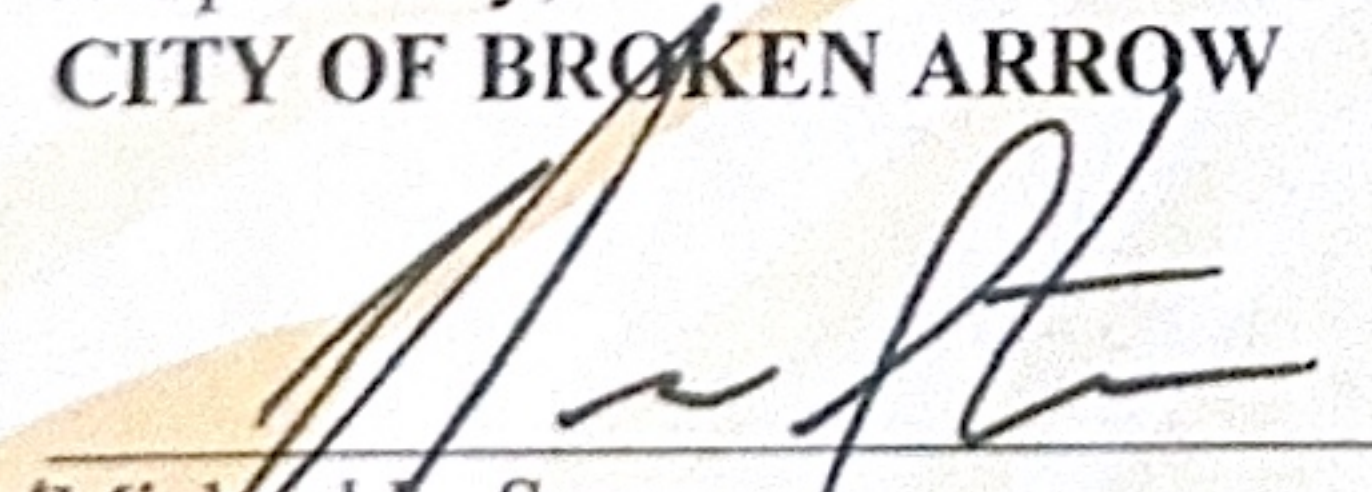
Permanent Right of Way: 7,188 SQUARE FEET (SF) @ \$2.50 SF = \$17,970  
Total Just Compensation Amount (Rounded) = \$17,970

By your signature on this letter, you have accepted the City's offer of \$17,970.00. Please return this document in the enclosed self-addressed stamped envelope for further processing. If you have any questions about this offer, please contact a Right-of-Way Agent:

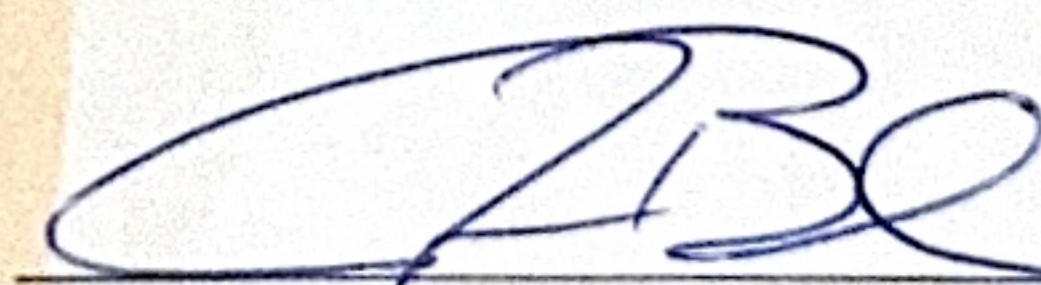
Karen Pax: [kpax@brokenarrowok.gov](mailto:kpax@brokenarrowok.gov) or 918-259-7000 ext. 5435  
Amy O'Laughlin: [aolaughlin@brokenarrowok.gov](mailto:aolaughlin@brokenarrowok.gov), or 918-259-7000 ext. 5278

**Please respond within 10 days of receipt of this letter.**

Respectfully,  
**CITY OF BROKEN ARROW**

*Acting*  
  
Michael L. Spurgeon  
City Manager

MLS/ao  
enc

  
By: Jason Burk / King Development Group LLC.



**Exhibit to Deed**

**AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: EXEMPT BUSINESS OR TRUST**

[illegible]

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Michael L. Spurgeon (list legal name and any aliases) (the “Affiant”), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I am eighteen (18) years of age or older and have personal knowledge of the statements made herein.

2. I am a/an City Manager (role, such as titled officer or trustee) of City of Broken Arrow, a municipal corporation (legal name, along with any trade or fictitious names, of business, trust, or other legal entity) (referred to herein as the “Entity”). I am duly authorized to record this Affidavit on behalf of the Entity, which took title to the real property identified in the Deed to which this Affidavit is attached (the “Property”), and to bind the Entity for the consequences of any false statements in this Affidavit.

3. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States shall acquire title to or own land in this state either directly or indirectly through a business entity or trust, except as hereinafter provided, but he or she shall have and enjoy in this state such rights as to personal property as are, or shall be accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce in accordance with federal law.

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5. No funding source is being used in the sale or transfer of the Property in violation of section 121 or any other state or federal law.

6. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or subject me and/or the Entity to being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

\_\_\_\_\_  
AFFIANT, individually, and as authorized agent of the Entity

\_\_\_\_\_  
Date

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025,  
by [Michael L Spurgeon](#).

\_\_\_\_\_  
NOTARY PUBLIC



AFFIDAVIT

STATE OF Oklahoma )  
 ) §  
COUNTY OF Tulsa )

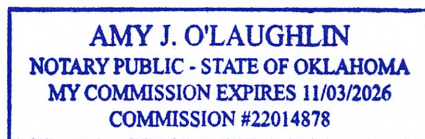
The undersigned, of lawful age, being first duly sworn, on oath says that this invoice of claim is true and correct. Affiant further states that the conditions for payment as shown by this invoice or claim have been completed or supplied, or will be upon approval of the city council, in accordance with the offer, contracts or agreements furnished the affidavit. Affiant further states that he/she has made no payment directly or indirectly to any elected official, officer or employee of the state of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

King Development Group, LLC, an  
Oklahoma Limited Liability Company

By: [Signature]  
Jason Burk, Manager

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 22nd day of May, 2025, personally appeared Jason Burk, Manager of King Development Group, LLC, an Oklahoma Limited Liability Company, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



[Signature]  
NOTARY PUBLIC



## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Print or type See Specific Instructions on page 2.	<b>1</b> Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <i>King Development Group LLC.</i>	
	<b>2</b> Business name/disregarded entity name, if different from above	
	<b>3</b> Check appropriate box for federal tax classification; check only <u>one</u> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶	
	<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	<b>5</b> Address (number, street, and apt. or suite no.) <i>17411 E 49th St</i>	Requester's name and address (optional) City of Broken Arrow PO Box 610
	<b>6</b> City, state, and ZIP code <i>Tulsa, OK 74134</i>	
	<b>7</b> List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

<b>Social security number</b>	
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<b>or</b>	
<b>Employer identification number</b>	
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

<b>Sign Here</b>	Signature of U.S. person <i>ZBE</i>	Date <i>5/22/25</i>
------------------	-------------------------------------	---------------------

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/irw9](http://www.irs.gov/irw9).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.*

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



## CONDITIONS AND REQUEST FOR PAYMENT

**Conditions:** (List physical conditions required for acceptance):

Fee Simple

**Terms for Payment:**

Owner's request for payment in the amount of: \$17,970.00

Owner's Mailing Address: 17411 E 49<sup>th</sup> St, Tulsa, OK 74134


Owner Requests Check:

- ☐ Mailed to above address by Certified Mail
- ☒ Mailed to above address
- ☐ Call me and I will pick it up
- ☐ Delivered by Agent

Check Payable to: King Development Group, LLC

Signature/Date:

Owner/s:



Date:

5-19-25

Agent: Amy O'Laughlin

Date: 5-19-25

Project: ST23280 9<sup>th</sup> Street-New Orleans Street to Washington Street, Parcel 6.0



## GENERAL WARRANTY DEED

THIS INDENTURE is made this 15th day of May, 2025, between **KING DEVELOPMENT GROUP, LLC, an Oklahoma Limited Liability Company**, party of the first part, and **CITY OF BROKEN ARROW, OKLAHOMA, a municipal corporation**, party of the second part.

WITNESSETH, That in consideration of the sum of Ten and No/100 Dollars (\$10.00), the receipt of which is hereby acknowledged, said party of the first part does by these presents, grant, bargain, sell and convey unto said party of the second part, its successors and assigns, all of their right, title and interest in and to the all of the following described real estate and premises, and including all right, title and interest in and to the airspace, light and view above the surface of the following described real estate situated in the County of \_\_\_\_\_, State of Oklahoma, to-wit:

**SEE EXHIBIT "A"**

**EXEMPT FROM DOCUMENTARY STAMPS PURSUANT TO 68 O.S. 3202 (11).**

TO HAVE AND TO HOLD THE SAME, together with all and singular the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining forever.

And said party of the first part, its successors and assigns, does hereby covenant, promise and agree to and with said party of the second part at the delivery of these presents it is lawfully seized in its own right of an absolute and indefeasible estate of inheritance in fee simple, of and in, all and singular the above granted and described premises, with the appurtenances; that the same are free, clear, and discharged of and from all former grants, charges, judgments, taxes, assessments, mortgages and other liens and encumbrances of whatsoever nature, EXCEPT, taxes and assessments not yet due, restrictions, covenants and easements of record, and that party of the first part will WARRANT AND FOREVER DEFEND the same unto the said party of the second part, successors and assigns, against said party of the first part, its successors and assigns, and all and every person or persons whomsoever, lawfully claiming or to claim the same.

IN WITNESS WHEREOF, the said party of the first part hereto has caused these presents to be signed in its name the day and year first above written.

KING DEVELOPMENT GROUP, LLC, an  
Oklahoma Limited Liability Company

By:   
Jason Burk, Manager

Return to:  
City of Broken Arrow  
City Clerk  
PO Box 610  
Broken Arrow, OK 74013



STATE OF Oklahoma )  
 ) §  
COUNTY OF Tulsa )

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 22nd day of May, 2025, personally appeared Jason Burk, Manager of King Development Group, LLC, an Oklahoma Limited Liability Company, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.

AMY J. O'LAUGHLIN  
NOTARY PUBLIC - STATE OF OKLAHOMA  
MY COMMISSION EXPIRES 11/03/2026  
COMMISSION #22014878

Amy J. O'Laughlin  
NOTARY PUBLIC

Approved as to Form:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

[Signature]  
Assistant City Attorney

Approved as to Substance:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

[Signature]  
Michael L. Spurgeon, City Manager

Attest:

[Signature]  
City Clerk

Engineer: RTS Checked: 5/22/2025  
Project: S123280 9th Street Roadway Improvements ~ New Orleans Street to Washington Street  
Parcel 6.0



**PARCEL 6.0**  
**RIGHT-OF-WAY**  
**EXHIBIT "A"**  
**LEGAL DESCRIPTION**

A portion of the Northeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma, being more particularly described as follows:

Commencing at the Northeast corner of said Northeast Quarter; thence a distance of 49.93 feet, on a bearing of S01°26'16"E (being the basis of bearings for this description) along the East line of said Northeast Quarter; thence a distance of 40.00 feet, on a bearing of S88°33'44"W to a point on the Westerly Present Right-of-Way line for S 9<sup>th</sup> Street, same being a point on a line being 40.00 feet West of and parallel with the East line of said Northeast Quarter, same being a point on the North line of the parent tract and the Point of Beginning; thence S01°26'16"E, along said Westerly Present Right-of-Way line and said parallel line, a distance of 275.00 feet to a point on the South line of said parent tract; thence S88°33'44"W, along said South line, a distance of 25.00 feet to point on a line being 65.00 feet West of and parallel with the East line of said Northeast Quarter; thence N01°26'16"W, along said parallel line, a distance of 250.04 feet; thence N46°23'27"W, a distance of 35.38 feet to a point on the North line of said parent tract; thence N88°39'22"E, parallel to and 50.00 feet South of the North line of said Northeast Quarter, a distance of 50.00 feet to the Point of Beginning.

Said parcel of land containing 7,188 square feet, or 0.17 acres more or less, and subject to all easements and Rights-of-Way of record.

The afore written description was prepared by Daniel A. McPeek, P.L.S. 2029, on February 4th, 2025.

**SURVEYOR'S CERTIFICATE**

I, Daniel A. McPeek, P.L.S. 2029, Bancroft Design, Inc., Certify that the attached legal description closes in accord with existing records, is a true representation of the real representation of the real property described, and meets the minimum technical standards for land surveying of the state of Oklahoma.

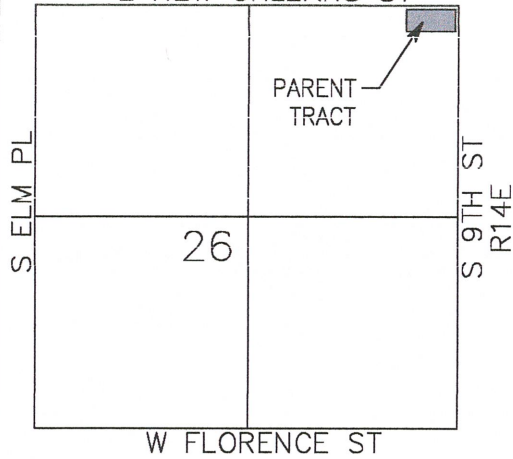
Witness my hand and seal this 4th day of February 2025.

\_\_\_\_\_  
Daniel A. McPeek,  
P.L.S. #2029  
C.A. NO.: 9205 Expires: 6/30/2026.





T18N  
E NEW ORLEANS ST

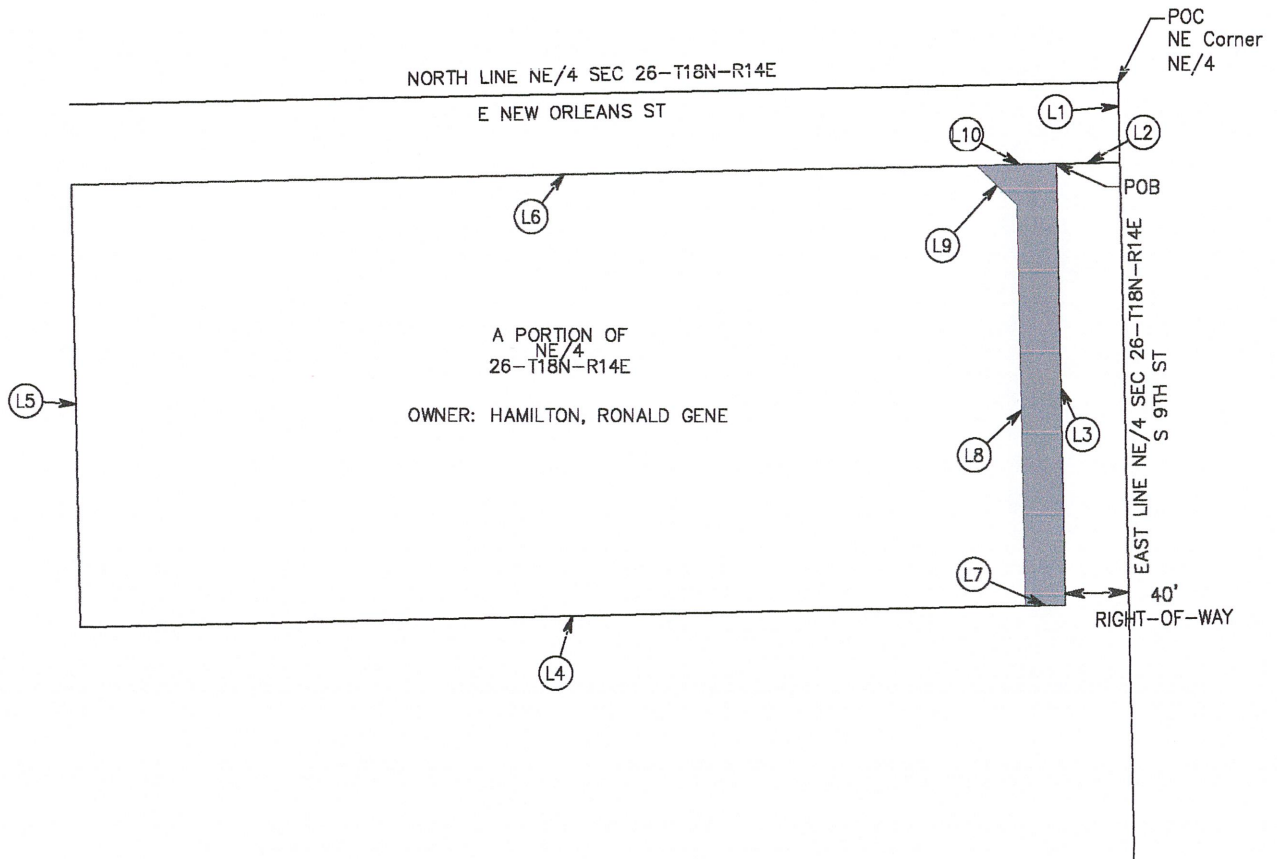


Parcel No.: 6.0 Right of Way  
City Project No: ST23280

Tract Area	170.500	S.F.	3.91	Acres
Existing R/W	0	S.F.	0.00	Acres
Proposed R/W	7.188	S.F.	0.17	Acres
Rem in Tract	163.312	S.F.	3.74	Acres
Drainage Easement	0	S.F.	0.00	Acres
Utility Easement	0	S.F.	0.00	Acres
Temp Construction Easement	0	S.F.	0.00	Acres

LINE TABLE			LINE TABLE		
#	BEARING	DISTANCE	#	BEARING	DISTANCE
L1	S01°26'16"E	49.93'	L6	N88°39'22"E	618.63'
L2	S88°33'44"W	40.00'	L7	S88°33'44"W	25.00'
L3	S01°26'16"E	275.00'	L8	N01°26'16"W	250.04'
L4	S88°33'44"W	619.08'	L9	N46°23'27"W	35.38'
L5	N01°20'38"W	276.02'	L10	N88°39'22"E	50.00'

1"=120'



#### NOTES:

1. THE BEARING BASE FOR THE EXHIBIT IS BASED ON THE EAST LINE OF THE NE/4 OF SECTION 26, TOWNSHIP 18 NORTH, RANGE 14 EAST AS S01°26'16"E.
2. SEE PARCEL 6.0 EXHIBIT "A" PAGE 1 FOR LEGAL DESCRIPTION AND SURVEYOR'S CERTIFICATE.
3. THIS EXHIBIT IS A SKETCH DESCRIPTIVE ONLY OF SIZE, SHAPE AND LOCATION OF THE PROPOSED RIGHT-OF-WAY EASEMENT AND DOES NOT CONSTITUTE A PLAT OF SURVEY OF THE GRANTOR'S PROPERTY.



## Bancroft Design

923 SOUTH LOWRY STREET  
POST OFFICE BOX 436  
STILLWATER, OKLAHOMA 74076

PHONE: (405) 743-3355  
CA #9205 EXP: 6/30/2026



**RESOLUTION NO. 1660**

**A RESOLUTION AUTHORIZING ACCEPTANCE OF A GENERAL WARRANTY DEED FOR PARCEL 6.0, WHICH CONSISTS OF 7,188 SQUARE FEET OF PERMANENT RIGHT-OF-WAY FOR THE 9TH STREET WIDENING: NEW ORLEANS TO WASHINGTON, LOCATED AT 17615 EAST 101<sup>ST</sup> STREET SOUTH IN BROKEN ARROW, OKLAHOMA IN THE NORTHEAST QUARTER OF SECTION 26, TOWNSHIP 18 NORTH, RANGE 14 EAST, TULSA COUNTY, STATE OF OKLAHOMA, FROM KING DEVELOPMENT GROUP, LLC, AN OKLAHOMA LIMITED LIABILITY COMPANY, AND AUTHORIZATION OF PAYMENT IN THE AMOUNT OF \$17,970.00 FOR THE 9TH STREET WIDENING: NEW ORLEANS TO WASHINGTON, PARCEL 6.0. (PROJECT NO. ST23280)**

**WHEREAS**, the right-of-way acquisition for the 9<sup>th</sup> Street Widening: New Orleans Street to Washington Street has been approved as General Obligation Bond 2018; and

**WHEREAS**, the City of Broken Arrow's right-of-way agent has negotiated a payment in the amount of \$17,970.00 to King Development Group, LLC, an Oklahoma Limited Liability Company, the property owner of Parcel 6.0, which consists of 7,188 square feet of Permanent Right of Way located at 17615 East 101<sup>st</sup> Street South in Broken Arrow, Oklahoma; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA, THAT:**

1. The City of Broken Arrow accepts the General Warranty Deed for Parcel 6.0 from King Development Group, LLC, an Oklahoma Limited Liability Company, and authorizes payment in the amount of \$17,970.00.

This Resolution is approved in open meeting by the City Council of the City of Broken Arrow on this 2nd day of June, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
(seal) CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
ASSISTANT CITY ATTORNEY





# City of Broken Arrow

## Request for Action

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**File #: 25-771, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Resolution No. 1661, a Resolution authorizing acceptance of a General Warranty Deed for Parcel 7.0, consisting of 4,160 square feet of permanent Right-of-Way located at 8722 South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southeast Quarter of Section 14, Township 18 North, Range 14 East, Tulsa County, Oklahoma, from Robert E. Samuel and Fran Samuel, and authorization of payment in the amount of \$12,940.00 for the 9th Street widening from Houston Street to Washington Street, Parcel 7.0 (Project No. ST2027)

**Background:**

The attached General Warranty Deed is being conveyed to the City of Broken Arrow, a municipal corporation, from Robert E. Samuel and Fran Samuel, the owners. Parcel 7.0 consists of 4,160 square feet of permanent Right-of-Way located at 8722 South Lynn Lane Road in Broken Arrow, Oklahoma, in the Southeast Quarter of Section 14, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma. Robert E. Samuel and Fran Samuel have accepted the following offer, made subject to City Council approval:

Permanent Right of Way: 4,160 SQUARE FEET (SF) @ \$2.87 SF = \$11,939.20

Replace decorative bushes: \$1,000

Total Just Compensation Amount (Rounded) = \$12,940.00

A copy of the signed acceptance of the City's offer is attached, as is the General Warranty Deed. Payment of the compensation amount is on the June 2, 2025 City Council Claims List.

**Cost:** \$12,940.00

**Funding Source:** 2018 GO Bond

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

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

**Attachments:** Resolution No. 1661  
General Warranty Deed  
Acceptance Letter  
Conditions for Payment  
Affidavit



Affidavit for Title or Ownership of Land

**Recommendation:**

Approve and authorize execution of Resolution No. 1661





May 20, 2025

ROBERT E SAMUEL AND FRAN SAMUEL  
8722 S LYNN LANE RD  
BROKEN ARROW, OK 74012

**RE: 9TH STREET WIDENING FROM HOUSTON STREET TO WASHINGTON  
STREET PROJECT NO. ST2027 PARCEL NO. 7.0**

Property Address: 8722 S LYNN LANE RD, BROKEN ARROW, OK 74012

Mr. and Mrs. Samuel,

The City of Broken Arrow has completed the design phase and is beginning the right-of-way acquisition phase on the above-named project. With a fair market value for the portion to be acquired now complete, the City is able to place a fair market value on the acquisitions and make an offer to you. The following offer is made by the City subject to City Council approval:

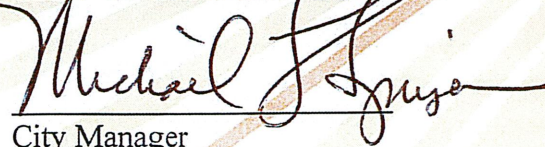
Permanent Right of Way: 4,160 square feet @ \$2.87/square foot = \$11,939.20  
Replace decorative bushes: \$1,000

Total Just Compensation Amount (Rounded) = \$12,940

By your signature on this letter, you have accepted the City's offer of \$12,940.00. Please return **this document** in the self-addressed-stamped-envelope for further processing. Please contact Amy O'Laughlin if you have any questions about this offer. Her direct number is 918-259-7000 ext. 5278. **Please respond within ten (10) days of receipt of this letter.**

Respectfully,

CITY OF BROKEN ARROW

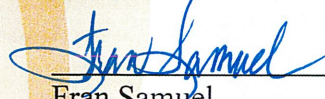


City Manager

MLS/ajo  
enc



Robert E. Samuel



Fran Samuel



**Exhibit to Deed**

**AFFIDAVIT OF LAND OR MINERAL OWNERSHIP: EXEMPT BUSINESS OR TRUST**

[illegible]

TO: THE ATTORNEY GENERAL OF THE STATE OF OKLAHOMA

Before me, the undersigned Michael L. Spurgeon (list legal name and any aliases) (the “Affiant”), who, having been first duly sworn, deposes and states as of the date of this Affidavit:

1. I am eighteen (18) years of age or older and have personal knowledge of the statements made herein.

2. I am a/an City Manager (role, such as titled officer or trustee) of City of Broken Arrow, a municipal corporation (legal name, along with any trade or fictitious names, of business, trust, or other legal entity) (referred to herein as the “Entity”). I am duly authorized to record this Affidavit on behalf of the Entity, which took title to the real property identified in the Deed to which this Affidavit is attached (the “Property”), and to bind the Entity for the consequences of any false statements in this Affidavit.

3. This Affidavit is executed in accordance with and pursuant to 60 O.S. § 121, which provides in part as follows:

No alien or any person who is not a citizen of the United States shall acquire title to or own land in this state either directly or indirectly through a business entity or trust, except as hereinafter provided, but he or she shall have and enjoy in this state such rights as to personal property as are, or shall be accorded a citizen of the United States under the laws of the nation to which such alien belongs, or by the treaties of such nation with the United States, except as the same may be affected by the provisions of Section 121 et seq. of this title or the Constitution of this state. Provided, however, the requirements of this subsection shall not apply to a business entity that is engaged in regulated interstate commerce in accordance with federal law.

4. For purposes of this Affidavit, I acknowledge and understand that to be “engaged in regulated interstate commerce in accordance with federal law,” means all the Entity’s business activities in Oklahoma must be either: (a) expressly permitted by federal regulation or federal law, or (b) not prohibited by federal regulation or federal law. I further acknowledge and understand that an entity engaged in or supporting the cultivation of marijuana in Oklahoma is not “engaged in regulated interstate commerce in accordance with federal law.” I have read the provisions of 60 O.S. § 121 and this Affidavit and certify that the Entity is engaged in regulated interstate commerce in accordance with federal law.”



5. No funding source is being used in the sale or transfer of the Property in violation of section 121 or any other state or federal law.

6. I acknowledge and understand that making or causing to be made a false statement in this affidavit may subject me to criminal prosecution for perjury and/or subject me and/or the Entity to being liable for actual damages suffered or incurred by any person or other entity as a result or consequence of the making of or reliance upon such false statement.

FURTHER AFFIANT SAYETH NOT.

\_\_\_\_\_  
AFFIANT, individually, and as authorized agent of the Entity

\_\_\_\_\_  
Date

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025,  
by [Michael L Spurgeon](#).

\_\_\_\_\_  
NOTARY PUBLIC



## AFFIDAVIT

STATE OF OKLAHOMA     )  
                                      ) §  
COUNTY OF TULSA        )

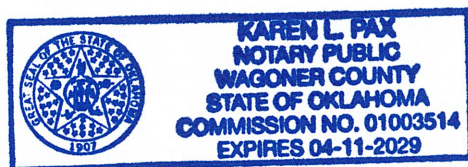
The undersigned, of lawful age, being first duly sworn, on oath says that this invoice of claim is true and correct. Affiant further states that the conditions for payment as shown by this invoice or claim have been completed or supplied, or will be upon approval of the city council, in accordance with the offer, contracts or agreements furnished the affidavit. Affiant further states that he/she has made no payment directly or indirectly to any elected official, officer or employee of the state of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

Robert E. Samuel  
Robert E. Samuel

Fran Samuel  
Fran Samuel

Don BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this May day of May, 2025, personally appeared ROBERT E. SAMUEL and FRAN SAMUEL, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



[Signature]  
NOTARY PUBLIC



## CONDITIONS AND REQUEST FOR PAYMENT

**Conditions:** (List physical conditions required for acceptance):

Fee Simple

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**Terms for Payment:**

Owner's request for payment in the amount of: \$ 12,940.00

**Owner's Mailing Address:** \_\_\_\_\_

**Owner Requests Check:**

- ☐ Mailed to above address
- ☐ Mailed to above address by Certified Mail
- ☐ Call me and I will pick it up
- ☒ Delivered by Agent

**Check Payable to:** Robert E. Samuel and Fran Samuel

**Signature/Date:**

**Owner/s:** Robert E. Samuel  
Fran Samuel

**Date:** 5/22/25  
5/22/25

**Agent:** 

**Date:** 5/22/25

**Project:** ST2027 9<sup>th</sup> Street Widening-Houston to Washington, Parcel 7.0



## GENERAL WARRANTY DEED

THIS INDENTURE is made this 19th day of May, 2025, between **ROBERT E. SAMUEL AND FRAN SAMUEL**, party of the first part, and **CITY OF BROKEN ARROW, OKLAHOMA**, a municipal corporation, party of the second part.

WITNESSETH, That in consideration of the sum of Ten and No/100 Dollars (\$10.00), the receipt of which is hereby acknowledged, said party of the first part does by these presents, grant, bargain, sell and convey unto said party of the second part, its successors and assigns, all of their right, title and interest in and to the all of the following described real estate and premises, and including all right, title and interest in and to the airspace, light, view above the surface, including any previously dedicated roadway of the following described real estate situated in the County of **TULSA**, State of Oklahoma, to-wit:

**SEE EXHIBIT "A"**


**EXEMPT FROM DOCUMENTARY STAMPS PURSUANT TO 68 O.S. 3202 (11).**

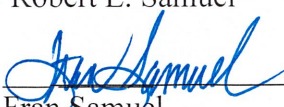
TO HAVE AND TO HOLD THE SAME, together with all and singular the tenements, hereditaments and appurtenances thereto belonging or in any wise appertaining forever.

And said party of the first part, its successors and assigns, does hereby covenant, promise and agree to and with said party of the second part at the delivery of these presents it is lawfully seized in its own right of an absolute and indefeasible estate of inheritance in fee simple, of and in, all and singular the above granted and described premises, with the appurtenances; that the same are free, clear, and discharged of and from all former grants, charges, judgments, taxes, assessments, mortgages and other liens and encumbrances of whatsoever nature, EXCEPT, taxes and assessments not yet due, restrictions, covenants and easements of record, and that party of the first part will WARRANT AND FOREVER DEFEND the same unto the said party of the second part, successors and assigns, against said party of the first part, its successors and assigns, and all and every person or persons whomsoever, lawfully claiming or to claim the same.

IN WITNESS WHEREOF, the said party of the first part hereto has caused these presents to be signed in its name the day and year first above written.

Return to:  
City of Broken Arrow  
City Clerk  
PO Box 610  
Broken Arrow, OK 74013

  
\_\_\_\_\_  
Robert E. Samuel

  
\_\_\_\_\_  
Fran Samuel



[illegible]

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 22<sup>nd</sup> day of May, 2025, personally appeared ROBERT E. SAMUEL AND FRAN SAMUEL, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that she executed the same as her free and voluntary act and deed on behalf of the beneficiaries of the trust, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



NOTARY PUBLIC

Approved as to Form:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

Sh. Pr.

Assistant City Attorney

Approved as to Substance:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

Michael L. Spurgeon, City Manager

Attest:

Engineer: KT Checked: 5/28/25  
Project: 9<sup>th</sup> Street and Washington Street Intersection  
Improvements ST2027 P.7.0

City Clerk



## EXHIBIT "A"

### PROPOSED PERMANENT RIGHT-OF-WAY

#### PARCEL 7.0

CITY PROJECT NO. ST2027

### PROPOSED RIGHT-OF-WAY LEGAL

A parcel of land lying in the SE 1/4 of Section 14, Township 18 North, Range 14 East, City of Broken Arrow, Tulsa County, State of Oklahoma, said parcel being more particularly described as follows:

Commencing at the SE Corner of said Section 14; thence a distance of 831.09 feet, on a bearing of N01°17'37"W (being the basis of bearings for this description) along the East line of said SE 1/4; thence a distance of 24.75 feet, on a bearing of S88°42'23"W to a point on the present Westerly Right-of-Way line for South 9<sup>th</sup> Street same being a line 24.75 feet West of and parallel with the East line of said SE 1/4 as well as the Point of Beginning; thence continuing S88°42'23"W, a distance of 25.25 feet to a point on a line being 50.00 feet West of and parallel with the East line of said SE 1/4; thence N01°17'37"W along said parallel line, a distance of 164.72 feet; thence N88°35'45"E, a distance of 25.25 feet to a point on the aforesaid present Westerly Right-of-Way line and parallel line; thence S01°17'37"E along said present Westerly Right-of-Way line and parallel line, a distance of 164.77 feet to the Point of Beginning.


Said parcel containing 4,160 square feet, or 0.10 acre more or less and being subject to all easements and Rights-of-Way of record.

### SURVEYOR'S CERTIFICATE

I, Carey E. Harris, PLS, Keystone Engineering and Land Surveying, Inc., certify that the attached legal description closes in accord with existing records, is a true representation of the real property described, and meets the minimum technical standards for land surveying of the state of Oklahoma.

Witness my hand and seal this 2nd day of February 2021.



  
\_\_\_\_\_  
Carey E. Harris, P.L.S. #1719  
C.A. No.: 5877  
Expires: 6/30/21







**RESOLUTION NO. 1661**

**A RESOLUTION AUTHORIZING ACCEPTANCE OF A GENERAL WARRANTY DEED FOR PARCEL 7.0, WHICH CONSISTS OF 4,160 SQUARE FEET OF PERMANENT RIGHT-OF-WAY FOR THE 9TH STREET WIDENING: HOUSTON TO WASHINGTON, LOCATED AT 8722 SOUTH LYNN LANE ROAD IN BROKEN ARROW, OKLAHOMA IN THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 18 NORTH, RANGE 14 EAST, TULSA COUNTY, STATE OF OKLAHOMA, FROM ROBERT E. SAMUEL AND FRAN SAMUEL, AND AUTHORIZATION OF PAYMENT IN THE AMOUNT OF \$12,940.00 FOR THE 9TH STREET WIDENING: HOUSTON TO WASHINGTON, PARCEL 7.0. (PROJECT NO. ST2027)**

**WHEREAS**, the right-of-way acquisition for the 9th Street Improvements: Houston to Washington has been approved as General Obligation Bond 2018; and

**WHEREAS**, the City of Broken Arrow's right-of-way agent has negotiated a payment in the amount of \$12,940.00 to Robert E. Samuel and Fran Samuel, the property owner of Parcel 7.0, which consists of 4,160 square feet of Permanent Right of Way located at 8722 South Lynn Lane Road in Broken Arrow, Oklahoma; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA, THAT:**

1. The City of Broken Arrow accepts the General Warranty Deed for Parcel 7.0 from Robert E. Samuel and Fran Samuel, and authorizes payment in the amount of \$12,940.00.

This Resolution is approved in open meeting by the City Council of the City of Broken Arrow on this 2nd day of June, 2025.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
(seal) CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
ASSISTANT CITY ATTORNEY





# City of Broken Arrow

## Request for Action

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**File #: 25-614, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of PR-000766-2024 | PT-002131-2025, Conditional Final Plat, 81st Street Industrial Park, approximately 12.83 acres, 1 proposed lot, IH (Industrial Heavy) and FD (Flood District), located south of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road)

**Background:**

PR-000766-2024 | PT-002131-2025 is the conditional final plat for 81<sup>st</sup> Street Industrial Park, which proposes to have 1 lot on 12.83 acres. The property is located south of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road). BAZ-001965-2024 was approved on this property by the City Council on November 19, 2024. The rezoning request to change the zoning from IL (Industrial Light) & CG (Commercial General) to IH (Industrial Heavy) & FD (Floodplain District) was approved subject to the property being platted.

According to FEMA maps, a portion of the property is located in a 100-year floodplain area. This area is proposed to be contained within reserve areas and designated as FD (Flood District). Water and sanitary sewer service are available from the City of Broken Arrow. This item was reviewed by the Technical Advisory Committee on April 29, 2025, where none of the utility companies had concerns. Planning Commission recommended approval of this request on May 8, 2025.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Community Development Director

**Approved By:** City Manager Office

**Attachments:** Planning Commission Staff Report

Conditional final plat for 81st Street Industrial Park

**Recommendation:**

Approve PR-000766-2024 | PT-002131-2025, Conditional Final Plat for 81<sup>st</sup> Street Industrial Park, subject to the attached comments, as recommended by Planning Commission and Staff.





# City of Broken Arrow

## Request for Action

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**File #: 25-613, Version: 1**

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**Broken Arrow Planning Commission  
05-08-2025**

**To:** Chair and Commission Members  
**From:** Community Development Department  
**Title:**

Approval of PR-000766-2024 | PT-002131-2025, Conditional Final Plat, 81<sup>st</sup> Street Industrial Park, approximately 12.83 acres, 1 proposed lot, IH (Industrial Heavy) and FD (Flood District), located south of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road)

**Background:**

**Applicant:** Wallace Design Collective, PC  
**Owner:** 81st Street Properties, LLC  
**Developer:** 81st Street Properties, LLC  
**Engineer:** Tulsa Land Surveying, LLC  
**Location:** South of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road)  
**Size of Tract:** Approximately 12.83 acres  
**Number of Lots:** 1  
**Zoning:** IH (Industrial Heavy) and FD (Flood District) via BAZ-001756-2024  
**Comp Plan:** Level 7 (Major Industrial)

PR-000766-2024 | PT-002131-2025 is the conditional final plat for 81<sup>st</sup> Street Industrial Park, which proposes to have 1 lot on 12.83 acres. The property is located south of Houston Street (81st Street) and approximately one-sixteenth mile west of 23rd Street (193rd Avenue/County Line Road). BAZ-001965-2024 was approved on this property by the City Council on November 19, 2024. The rezoning request to change the zoning from IL (Industrial Light) & CG (Commercial General) to IH (Industrial Heavy) & FD (Floodplain District) was approved subject to the property being platted.

According to FEMA maps, a portion of the property is located in a 100-year floodplain area. This area is proposed to be contained within reserve areas and designated as FD (Flood District). Water and sanitary sewer service are available from the City of Broken Arrow. This item was reviewed by the Technical Advisory Committee on April 29, 2025, where none of the utility companies had concerns.

**Attachments:**

Conditional Final Plat for 81st Street Industrial Park

**Recommendation:**

Staff recommends PR-000766-2024 | PT-002131-2025 the conditional final plat for 81<sup>st</sup> Street Industrial Park, be approved, subject to the attached checklist.

**Reviewed by:** Amanda Yamaguchi

**Approved by:** Rocky Henkel

ALY



PLACE HOLDER CO  
RECORDING STAMP

CONDITIONAL FINAL PLAT

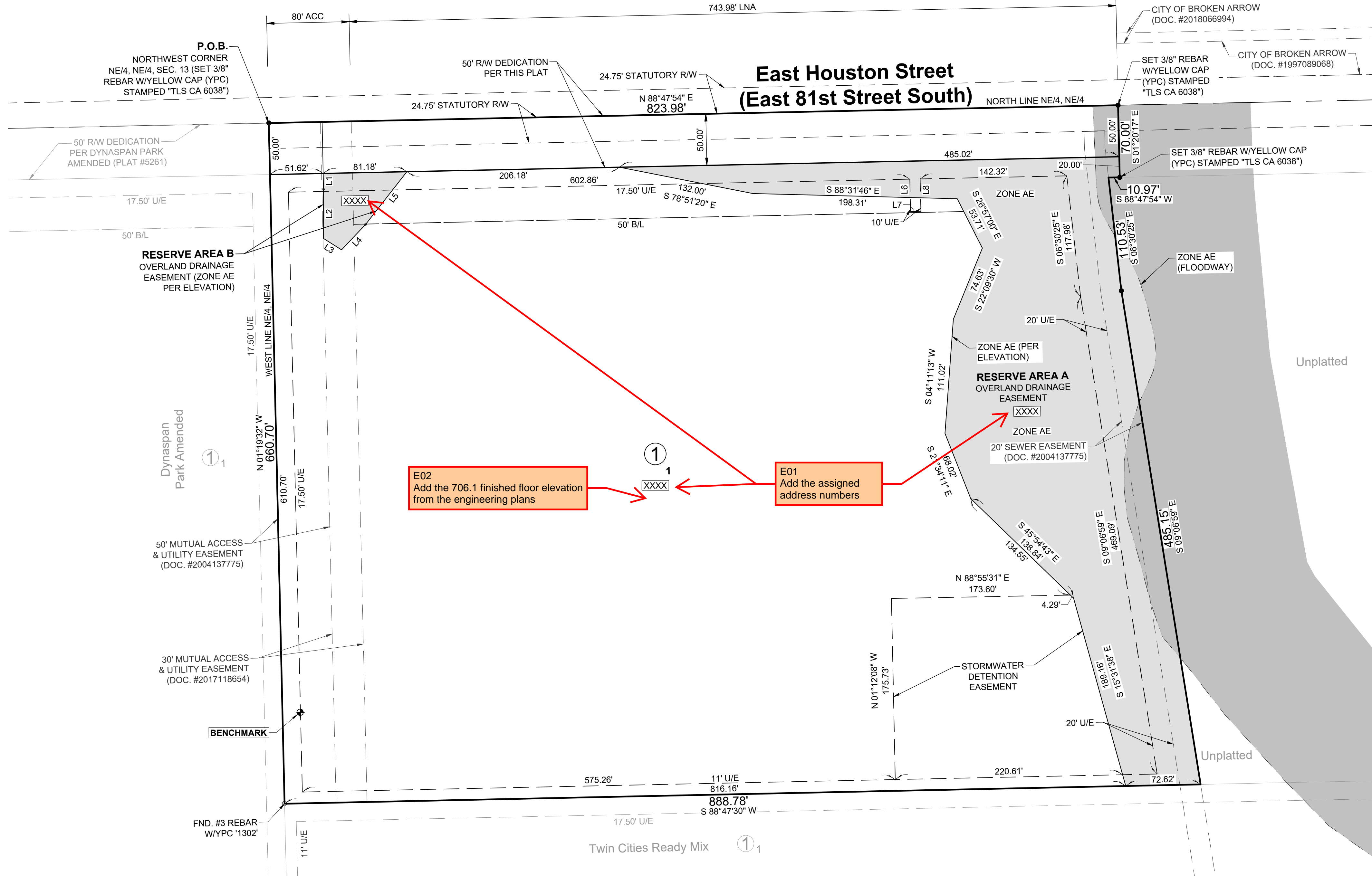
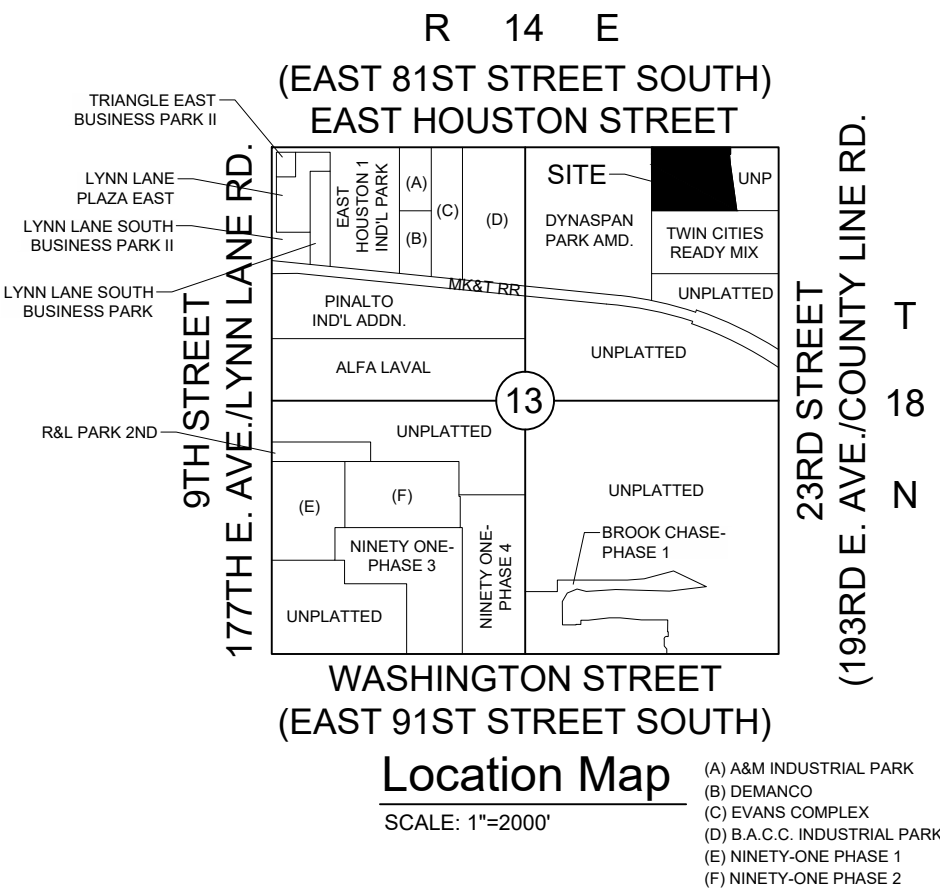
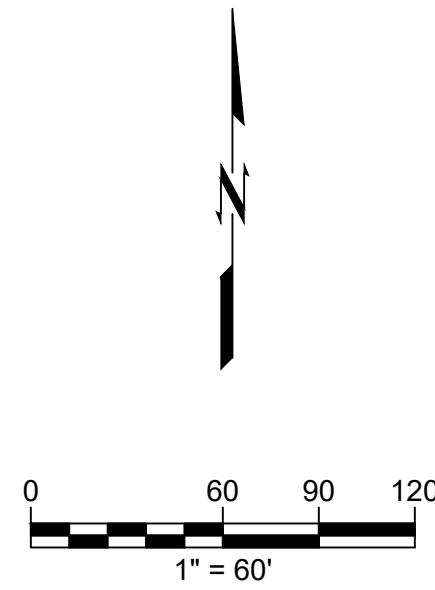
81st STREET INDUSTRIAL PARK

PART OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4 NE/4) OF SECTION THIRTEEN (13),  
TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN,  
CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA.

**OWNER:**  
81st Street Properties, LLC  
1209 South Frankfort Avenue, Suite 400  
Tulsa, Oklahoma, 74120  
Phone: (918) 446-1500  
CONTACT: NATHAN ELLSWORTH

**ENGINEER:**  
Wallace Design Collective, PC  
123 North Martin Luther King Jr Blvd.  
Tulsa, Oklahoma, 74103  
Phone: (918) 584-5858  
OK CA NO. 1460, EXPIRES 6/30/2025  
A. NICOLE WATTS, P.E.  
nicole.watts@wallace.design

**SURVEYOR:**  
Tulsa Land Surveying LLC  
1501 East 6th Street  
Tulsa, Oklahoma, 74120  
Phone: (918) 794-6777  
OK CA NO.6038, EXPIRES 6/30/2025  
JOSHUA R. LAMB, PLS 1678  
josh@tulsasurveying.com



LINE TABLE		
LINE #	LENGTH	BEARING
L1	15.42'	S 01°12'06" E
L2	47.66'	S 00°00'00" E
L3	20.68'	S 57°36'38" E
L4	33.72'	N 43°23'54" E
L5	65.23'	N 38°03'30" E
L6	31.52'	S 01°22'27" E
L7	10.00'	N 88°37'33" E
L8	31.48'	N 01°22'27" W

**LEGEND**  
B/L = BUILDING SETBACK  
R/W = RIGHT-OF-WAY  
U/E = UTILITY EASEMENT  
DOC. = DOCUMENT  
P.O.B. = POINT OF BEGINNING

XXXX ADDRESS

① BLOCK NUMBER

2 LOT NUMBER

● 3/8" REBAR SET

○ #3 REBAR FOUND

**SUBDIVISION STATISTICS**  
SUBDIVISION CONTAINS ONE (1) LOT IN ONE (1) BLOCK AND TWO (2) RESERVE AREAS.  
SUBDIVISION CONTAINS 559,042 SF (12.83 ACRES)  
LOT 1 CONTAINS 422,861 SF (9.71 ACRES)  
RESERVE A CONTAINS 91,313 SF (2.10 ACRES)  
RESERVE B CONTAINS 3,668 SF (0.08 ACRES)  
R/W DEDICATED BY PLAT CONTAINS 41,199 SF (0.94 ACRES)

PROPERTY ZONED: IH

**MONUMENTATION**  
ALL CORNERS WERE SET USING 3/8" X 18" REBAR WITH A YELLOW CAP (YPC) STAMPED "TLS CA 6038", UNLESS OTHERWISE NOTED.

**BENCHMARK**  
CHISELED X LOCATED APPROXIMATELY 572' SOUTH AND 17' EAST OF THE NORTHWEST CORNER OF OF THE NE/4 OF THE NE/4.  
NORTHING=387950.94  
EASTING=2628849.57  
ELEV=716.08' (NAVD 88)

**BASIS OF BEARINGS**  
BASIS OF BEARINGS SHOWN HEREON BEING THE NORTH LINE OF SECTION 13, HAVING A BEARING OF SOUTH 88°47'54" WEST.

**ADDRESS NOTE**  
ADDRESSES SHOWN ON THIS PLAT WERE ACCURATE AT THE TIME THIS PLAT WAS FILED. ADDRESSES ARE SUBJECT TO CHANGE AND SHOULD NEVER BE RELIED ON IN PLACE OF LEGAL DESCRIPTION.

**FLOODPLAIN NOTE**  
SURVEYOR HAS EXAMINED A MAP BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, CITY OF BROKEN ARROW, TULSA COUNTY, OKLAHOMA AND UNINCORPORATED AREAS, MAP #40143C0392L, REVISED DATE SEPTEMBER 30, 2016, WHICH SHOWS THE PROPERTY DESCRIBED HEREON IS LOCATED IN ZONE X (UNSHADED), ZONE AE (SHADED) WHICH INDICATES A PORTION OF THE PROPERTY IS LOCATED IN A REGULATORY FLOODWAY.

**SURVEYOR'S LAST SITE VISIT:**  
JULY 31, 2024

APPROVED \_\_\_\_\_ by the City  
Council of the City of Broken Arrow,  
Oklahoma,

Mayor \_\_\_\_\_

Attest: City Clerk \_\_\_\_\_

**BACKFLOW PREVENTER NOTE**  
\*ALL NEW BUILDINGS THAT ARE SERVED BY SANITARY SEWER SERVICE SHALL INSTALL A BACKWATER DEVICE (BACKFLOW PREVENTER). INSTALLATION OF THESE DEVICES AND ALL MAINTENANCE SHALL BE AT THE SOLE EXPENSE OF THE PROPERTY OWNER.\* BROKEN ARROW ORDINANCE NO. 3527, SECTION 24303, ADOPTED MAY 15, 2018.  
ALL LOTS REQUIRE A BACKFLOW PREVENTER VALVE.

E. HOUSTON STR. & S. 193RD E. AVE. (PARCEL 9841384304010),  
STR 13-18-14, FEE-IN-LIEU OF DETENTION, BROKEN ARROW  
DETERMINATION LETTER DD-090324-49

PLACE HOLDER CO  
CLERK STAMP

PLACE HOLDER CO  
TAX STAMP



\\civl-server\projects\24\0394\_Ellsworth Development - Broken Arrow, OK\DWG\PRODUCTION\Plat\24\0394\_DOD.dwg  
PLOT: 4/4/25  
ORIG SIZE: 24"x36"

# 81st STREET INDUSTRIAL PARK

## DEED OF DEDICATION AND RESTRICTIVE COVENANTS

KNOW ALL MEN BY THESE PRESENTS:

81st STREET PROPERTIES, LLC, AN OKLAHOMA LIMITED LIABILITY COMPANY, HEREINAFTER REFERRED TO AS THE "OWNER", IS THE OWNER OF THE FOLLOWING DESCRIBED TRACT OF LAND IN TULSA COUNTY, STATE OF OKLAHOMA, TO-WIT:

A TRACT OF LAND LYING IN THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4, NE/4) OF SECTION THIRTEEN (13), TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN (1.B.&M.), TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS, TO-WIT:

BEGINNING (P.O.B.) AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4, NE/4) OF SAID SECTION THIRTEEN (13); THENCE N88°47'54"E ALONG THE NORTH LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4, NE/4) FOR A DISTANCE OF 823.98 FEET; THENCE S01°20'17"E FOR A DISTANCE OF 70.00 FEET; THENCE S88°47'54"W FOR A DISTANCE OF 10.97 FEET; THENCE S06°30'25"E FOR A DISTANCE OF 110.53 FEET; THENCE S09°06'59"E FOR A DISTANCE OF 485.15 FEET; THENCE S88°47'30"W FOR A DISTANCE OF 888.78 FEET; THENCE N01°19'32"W ALONG THE WEST LINE OF THE NORTHEAST QUARTER OF THE NORTHEAST QUARTER (NE/4, NE/4) OF SAID SECTION THIRTEEN (13) FOR A DISTANCE OF 660.70 FEET TO THE POINT OF BEGINNING;

AREA CONTAINS 12.83 ACRES, MORE OR LESS.

AND HAS CAUSED THE ABOVE-DESCRIBED TRACT OF LAND TO BE SURVEYED, STAKED, PLATTED AND SUBDIVIDED INTO NINE LOTS, THREE BLOCKS, IN CONFORMITY WITH THE ACCOMPANYING PLAT AND SURVEY (HEREINAFTER THE "PLAT"), AND HAS ENTITLED AND DESIGNATED THE SUBDIVISION AS "81st STREET INDUSTRIAL PARK", A SUBDIVISION IN THE CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA (HEREINAFTER THE "SUBDIVISION" OR "PLATTED AREA" OR "81st STREET INDUSTRIAL PARK").

### SECTION I. EASEMENTS AND UTILITIES

#### A. GENERAL UTILITY EASEMENTS

THE OWNER DOES HEREBY DEDICATE TO THE PUBLIC THE UTILITY EASEMENTS DESIGNATED AS "U/E" OR "UTILITY EASEMENT", FOR THE PURPOSES OF CONSTRUCTING, MAINTAINING, OPERATING, REPAIRING, REPLACING, AND/OR REMOVING ANY AND ALL PUBLIC UTILITIES, INCLUDING STORM SEWERS, SANITARY SEWERS, TELEPHONE AND COMMUNICATION LINES, ELECTRIC POWER LINES AND TRANSFORMERS, GAS LINES, WATER LINES AND CABLE TELEVISION LINES, TOGETHER WITH ALL FITTINGS, INCLUDING THE POLES, WIRES, CONDUITS, PIPES, VALVES, METERS, AND EQUIPMENT FOR EACH OF SUCH FACILITIES AND ANY OTHER APPURTENANCES THERETO, WITH THE RIGHTS OF INGRESS AND EGRESS TO AND UPON THE UTILITY EASEMENTS FOR THE USES AND PURPOSES AFORESAID, PROVIDED HOWEVER, THE OWNER HEREBY RESERVES THE RIGHT TO CONSTRUCT, MAINTAIN, OPERATE, LAY AND RE-LAY WATER LINES AND SEWER LINES, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS FOR SUCH CONSTRUCTION, MAINTENANCE, OPERATION, LAYING AND RELAYING OVER, ACROSS AND ALONG ALL OF THE UTILITY EASEMENTS DEPICTED ON THE PLAT, FOR THE PURPOSE OF FURNISHING WATER AND/ OR SEWER SERVICES TO THE AREA INCLUDED IN THE PLAT. THE OWNER HEREIN IMPOSES A RESTRICTIVE COVENANT, WHICH COVENANT SHALL BE BINDING ON THE LOT OWNER AND SHALL BE ENFORCEABLE BY THE CITY OF BROKEN ARROW, TULSA COUNTY, OKLAHOMA, AND BY THE SUPPLIER OF ANY AFFECTED UTILITY SERVICE, THAT WITHIN THE UTILITY EASEMENTS DEPICTED ON THE ACCOMPANYING PLAT NO BUILDING, STRUCTURE OR OTHER ABOVE OR BELOW GROUND OBSTRUCTION THAT INTERFERES WITH THE ABOVE SET FORTH USES AND PURPOSES OF AN EASEMENT SHALL BE PLACED, ERECTED, INSTALLED OR MAINTAINED, PROVIDED HOWEVER, NOTHING HEREIN SHALL BE DEEMED TO PROHIBIT DRIVES, PARKING AREAS, CURBING, LANDSCAPING AND CUSTOMARY SCREENING FENCES AND WALLS THAT DO NOT CONSTITUTE AN OBSTRUCTION. FURTHERMORE, IN ADDITION TO THE ABOVE DESCRIBED FACILITIES AND APPURTENANCES, THE WESTERN 20 FOOT UTILITY EASEMENT SHALL ALSO FUNCTION AS A SIDEWALK EASEMENT.

#### B. UNDERGROUND SERVICE

- OVERHEAD POLES FOR THE SUPPLY OF ELECTRIC AND COMMUNICATION SERVICE MAY BE LOCATED IN THE PERIMETER UTILITY EASEMENT AND IN THE PERIMETER RIGHT-OF-WAYS OF THE SUBDIVISION. STREET LIGHT POLES OR STANDARDS MAY BE SERVED BY OVERHEAD OR UNDERGROUND CABLE, AND ELSEWHERE THROUGHOUT THE SUBDIVISION, ALL SUPPLY LINES INCLUDING ELECTRIC, TELEPHONE, CABLE TELEVISION AND GAS LINES SHALL BE LOCATED UNDERGROUND IN EASEMENTS DEDICATED FOR GENERAL UTILITY SERVICES AND IN THE RIGHTS-OF-WAY OF THE PUBLIC STREETS AS DEPICTED UPON THE ACCOMPANYING PLAT. SERVICE PEDESTALS AND TRANSFORMERS, AS SOURCES OF SUPPLY AT SECONDARY VOLTAGES, MAY ALSO BE LOCATED IN THE GENERAL UTILITY EASEMENTS.
- UNDERGROUND SERVICE CABLES AND GAS SERVICE LINES TO ALL STRUCTURES WHICH MAY BE LOCATED ON ALL LOTS IN THE SUBDIVISION MAY BE RUN FROM THE NEAREST GAS MAIN, SERVICE PEDESTAL OR TRANSFORMER TO THE POINT OF USAGE DETERMINED BY THE LOCATION AND CONSTRUCTION OF SUCH STRUCTURE AS MAY BE LOCATED UPON EACH SAID LOT, PROVIDED THAT UPON THE INSTALLATION OF SUCH A SERVICE CABLE OR GAS SERVICE LINE TO A PARTICULAR STRUCTURE, THE SUPPLIER OF SERVICE SHALL THEREAFTER BE DEEMED TO HAVE A DEFINITIVE, PERMANENT AND EFFECTIVE EASEMENT ON THE LOT, COVERING A 5 FOOT STRIP EXTENDING 2.5 FEET ON EACH SIDE OF THE SERVICE CABLE, EXTENDING FROM THE SERVICE PEDESTAL, TRANSFORMER OR GAS MAIN TO THE SERVICE ENTRANCE ON THE STRUCTURE OR A POINT OF METERING.
- THE SUPPLIER OF ELECTRIC, TELEPHONE, CABLE TELEVISION AND GAS SERVICES, THROUGH ITS AUTHORIZED AGENTS AND EMPLOYEES, SHALL AT ALL TIMES HAVE RIGHT OF ACCESS TO ALL SUCH EASEMENTS SHOWN ON THE PLAT OF THE SUBDIVISION OR PROVIDED FOR IN THIS DEED OF DEDICATION FOR THE PURPOSE OF INSTALLING, MAINTAINING, REMOVING OR REPLACING ANY PORTION OF THE UNDERGROUND ELECTRIC, TELEPHONE, CABLE TELEVISION OR GAS SERVICE FACILITIES SO INSTALLED BY IT. THE SUPPLIER OF ELECTRIC, TELEPHONE, CABLE TELEVISION ALSO RESERVES THE PERPETUAL RIGHT, PRIVILEGE AND AUTHORITY TO CUT DOWN, TRIM, OR TREAT ANY TREES AND UNDERGROWTH ON SAID EASEMENT.

- THE LOT OWNER SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE UNDERGROUND ELECTRIC FACILITIES LOCATED ON THE OWNER'S PROPERTY AND SHALL PREVENT THE ALTERATION OF GRADE OR ANY CONSTRUCTION ACTIVITY WHICH MAY INTERFERE WITH SAID ELECTRIC, TELEPHONE, CABLE TELEVISION OR GAS FACILITIES. THE SUPPLIER OF SERVICE WILL BE RESPONSIBLE FOR ORDINARY MAINTENANCE OF UNDERGROUND FACILITIES, BUT THE LOT OWNER WILL PAY FOR DAMAGE OR RELOCATION OF SUCH FACILITIES CAUSED OR NECESSITATED BY ACTS OF THE OWNER OR THEIR AGENTS OR CONTRACTORS. THE FOREGOING COVENANTS CONCERNING UNDERGROUND FACILITIES SHALL BE ENFORCEABLE BY THE SUPPLIER OF ELECTRIC, TELEPHONE, CABLE TELEVISION, OR GAS SERVICES.

#### C. WATER MAINS, SANITARY SEWERS, AND STORM SEWER SERVICES

- THE OWNER OF THE LOT SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE PUBLIC WATER MAINS, SANITARY SEWER MAINS AND STORM SEWERS IN THIS ADDITION.
- WITHIN THE UTILITY EASEMENT AREAS DEPICTED ON THE ACCOMPANYING PLAT, THE ALTERATION OF GROUND ELEVATIONS FROM THE CONTOURS EXISTING UPON THE COMPLETION OF THE INSTALLATION OF A PUBLIC WATER MAIN, SANITARY SEWER MAIN, OR STORM SEWER MAIN, OR ANY CONSTRUCTION ACTIVITY WHICH WOULD INTERFERE WITH PUBLIC WATER MAINS, SANITARY SEWER MAINS AND STORM SEWERS, SHALL BE PROHIBITED.
- THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSORS, SHALL BE RESPONSIBLE FOR ORDINARY MAINTENANCE OF PUBLIC WATER MAINS, SANITARY SEWER MAINS AND STORM SEWER MAINS. BUT THE OWNER SHALL PAY FOR DAMAGE OR RELOCATION OF SUCH FACILITIES CAUSED OR NECESSITATED BY ACTS OF THE OWNER, THEIR AGENTS OR CONTRACTORS.
- THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSORS, SHALL AT ALL TIMES HAVE RIGHT OF ACCESS TO ALL EASEMENTWAYS DEPICTED ON THE ACCOMPANYING PLAT, OR OTHERWISE PROVIDED FOR IN THE DEED OF DEDICATION FOR THE PURPOSE OF INSTALLING, MAINTAINING, REMOVING, OR REPLACING ANY PORTION OF UNDERGROUND WATER, SANITARY SEWER OR STORM SEWER FACILITIES.
- ALL STORM SEWER OUTSIDE OF THE RIGHT OF WAY WILL BE CONSIDERED PRIVATE AND IDENTIFIED IN THE PLANS AS PRIVATE OF PUBLIC.
- THE FOREGOING COVENANTS SET FORTH IN THIS PARAGRAPH SHALL BE ENFORCEABLE BY THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSORS, AND THE OWNER OF THE LOT AGREES TO BE BOUND HEREBY.

#### D. SURFACE DRAINAGE

EACH LOT DEPICTED ON THE PLAT OF 81ST STREET INDUSTRIAL PARK, SHALL RECEIVE AND DRAIN, IN AN UNOBSTRUCTED MANNER, THE STORM AND SURFACE WATERS FROM LOTS AND DRAINAGE AREAS OF HIGHER ELEVATION AND FROM STREETS AND EASEMENTS. NO LOT OWNER(S) SHALL CONSTRUCT OR PERMIT TO BE CONSTRUCTED ANY FENCING OR OTHER OBSTRUCTIONS WHICH WOULD IMPAIR THE DRAINAGE OF STORM AND SURFACE WATERS OVER AND ACROSS ANY LOT, THE FOREGOING COVENANTS SET FORTH IN THIS PARAGRAPH SHALL BE ENFORCEABLE BY ANY AFFECTED LOT OWNER.

#### E. RESERVE AREAS "A" & "B" (OVERLAND DRAINAGE EASEMENT)

- RESERVE AREAS "A" & "B", DEPICTED ON THE ACCOMPANYING PLAT AS OVERLAND DRAINAGE EASEMENTS, ARE DEDICATED TO THE CITY OF BROKEN ARROW, OKLAHOMA, FOR THE PURPOSE OF PERMITTING THE FLOW, CONVEYANCE, AND DISCHARGE OF STORM WATER RUNOFF FROM VARIOUS LOTS WITHIN THE SUBDIVISION AND FROM PROPERTIES OUTSIDE THE SUBDIVISION.
- DRAINAGE FACILITIES OR OTHER IMPROVEMENTS CONSTRUCTED IN THE OVERLAND DRAINAGE EASEMENTS SHALL BE IN ACCORDANCE WITH THE ADOPTED STANDARDS OF THE CITY OF BROKEN ARROW, OKLAHOMA, AND PLANS AND SPECIFICATIONS APPROVED BY THE CITY OF BROKEN ARROW, OKLAHOMA.
- NO FENCE, WALL, BUILDING OR OTHER OBSTRUCTION MAY BE PLACED OR MAINTAINED IN THE OVERLAND DRAINAGE EASEMENTS NOR SHALL THERE BE ANY ALTERATION OF THE GRADES OF CONTOURS IN THE EASEMENT AREAS UNLESS APPROVED BY THE CITY OF BROKEN ARROW, OKLAHOMA.
- MAINTENANCE OF THE OVERLAND DRAINAGE EASEMENTS SHALL BE BY THE OWNER THEREOF IN ACCORDANCE WITH STANDARDS PRESCRIBED BY THE CITY OF BROKEN ARROW, OKLAHOMA. IN THE EVENT THE OWNER SHOULD FAIL TO PROPERLY MAINTAIN THE EASEMENT AREAS AND FACILITIES LOCATED THEREON OR, IN THE EVENT OF THE PLACEMENT OF AN OBSTRUCTION WITHIN THE EASEMENT AREAS, OF THE ALTERATION OF THE GRADE OR CONTOUR THEREIN, THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS DESIGNATED CONTRACTOR MAY ENTER THE EASEMENT AREAS AND PERFORM MAINTENANCE NECESSARY TO THE ACHIEVEMENT OF THE INTENDED DRAINAGE FUNCTIONS AND MAY REMOVE ANY OBSTRUCTION OR CORRECT ANY ALTERATION OF GRADE OR CONTOUR, AND THE COST THEREOF SHALL BE PAID BY THE OWNER THEREOF. IN THE EVENT THE OWNER FAILS TO PAY THE COST OF MAINTENANCE AFTER COMPLETION OF THE MAINTENANCE AND RECEIPT OF A STATEMENT OF COSTS, THE CITY OF BROKEN ARROW, OKLAHOMA, MAY FILE OF RECORD A COPY OF THE STATEMENT OF COSTS, AND THEREAFTER THE COSTS SHALL BE A LIEN AGAINST LOT 1, BLOCK 1, WHICH LIEN MAY BE FORECLOSED BY THE CITY OF BROKEN ARROW, OKLAHOMA.

#### F. STORMWATER DETENTION EASEMENT

- THE OWNER DOES HEREBY DEDICATE TO THE PUBLIC A PERPETUAL EASEMENT ON, OVER, AND ACROSS THE PROPERTY DESIGNATED AND SHOWN ON THE ACCOMPANYING PLAT AS "STORMWATER DETENTION EASEMENT" FOR THE PURPOSES OF PERMITTING THE FLOW, CONVEYANCE, RETENTION, DETENTION AND DISCHARGE OF STORMWATER RUNOFF FROM THE VARIOUS LOTS WITHIN THE SUBDIVISION AND FROM PROPERTIES NOT INCLUDED WITHIN THE SUBDIVISION.
- DETENTION, RETENTION AND OTHER DRAINAGE FACILITIES LOCATED WITHIN THE EASEMENT SHALL BE CONSTRUCTED IN ACCORDANCE WITH STANDARDS AND SPECIFICATIONS APPROVED BY THE CITY OF BROKEN ARROW, OKLAHOMA.
- NO FENCE, WALL, BUILDING, OR OTHER OBSTRUCTION SHALL BE PLACED OR MAINTAINED IN THE RESERVES NOR SHALL THERE BE ANY ALTERATION OF GRADE IN SAID RESERVES UNLESS APPROVED BY THE STORMWATER DEVELOPMENT DIVISION THROUGH THE ENGINEERING AND CONSTRUCTION DEPARTMENT OF THE CITY OF BROKEN ARROW, OKLAHOMA.
- DETENTION, RETENTION, AND OTHER DRAINAGE FACILITIES SHALL BE MAINTAINED BY THE LAND OWNER TO THE EXTENT NECESSARY TO ACHIEVE THE INTENDED DRAINAGE, RETENTION, AND DETENTION FUNCTIONS INCLUDING REPAIR OF APPURTENANCES AND REMOVAL OF OBSTRUCTIONS AND SILTATION AND THE ASSOCIATION SHALL PROVIDE CUSTOMARY GROUNDS MAINTENANCE WITHIN THE RESERVES IN ACCORDANCE WITH THE FOLLOWING MINIMUM STANDARDS:
  - GRASS AREAS SHALL BE MOWED (IN SEASON) AT REGULAR INTERVALS OF FOUR WEEKS, OR LESS.
  - CONCRETE APPURTENANCES SHALL BE MAINTAINED IN GOOD CONDITION AND REPLACED IF DAMAGED.
  - THE RESERVES SHALL BE KEPT FREE OF DEBRIS.
  - CLEANING OF SILTATION AND VEGETATION FROM CONCRETE CHANNELS SHALL BE PERFORMED TWICE YEARLY.
- LANDSCAPING, APPROVED BY THE CITY OF BROKEN ARROW, OKLAHOMA, SHALL BE RESTRICTED TO AREA OUTSIDE THE 500-YR STORAGE AREA. ALL TREES SHALL BE REMOVED FROM WITHIN THE 500YR STORAGE AREA.
- IN THE EVENT THE LAND OWNER SHOULD FAIL TO PROPERLY MAINTAIN THE DETENTION, RETENTION, AND OTHER DRAINAGE FACILITIES OR, IN THE EVENT OF THE PLACEMENT OF AN OBSTRUCTION WITHIN, OR THE ALTERATION OF GRADE WITHIN THE RESERVES, THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS DESIGNATED CONTRACTOR MAY ENTER AND PERFORM MAINTENANCE NECESSARY TO ACHIEVE THE INTENDED DRAINAGE FUNCTIONS AND MAY REMOVE ANY OBSTRUCTION OR CORRECT ANY ALTERATION OF GRADE, AND THE COSTS THEREOF SHALL BE PAID BY THE LAND OWNER. IN THE EVENT THE LAND OWNER FAILS TO PAY THE COSTS OF MAINTENANCE AFTER COMPLETION OF THE MAINTENANCE AND RECEIPT OF A STATEMENT OF COSTS, THE CITY OF BROKEN ARROW, OKLAHOMA, MAY FILE OF RECORD A COPY OF THE STATEMENT OF COSTS IN THE LAND RECORDS OF THE TULSA COUNTY CLERK, AND THEREAFTER THE COSTS SHALL BE A LIEN AGAINST EACH LOT WITHIN THE SUBDIVISION, PROVIDED, THE LIEN AGAINST EACH LOT SHALL NOT EXCEED THAT LOT'S PRO RATA PORTION OF THE COSTS. A LIEN ESTABLISHED AS ABOVE PROVIDED MAY BE FORECLOSED BY THE CITY OF BROKEN ARROW, OKLAHOMA.

### SECTION II. ENFORCEMENT, DURATION, AMENDMENT, AND SEVERABILITY

#### A. ENFORCEMENT

THE RESTRICTIONS HEREIN SET FORTH ARE COVENANTS TO RUN WITH THE LAND AND SHALL BE BINDING UPON THE OWNER, ITS SUCCESSORS AND ASSIGNS. WITHIN THE PROVISIONS OF SECTION I, EASEMENTS, AND UTILITIES ARE SET FORTH CERTAIN COVENANTS AND THE ENFORCEMENT RIGHTS PERTAINING THERETO. IF THE UNDERSIGNED OWNER OR ITS SUCCESSORS OR ASSIGNS SHALL VIOLATE ANY OF THE COVENANTS WITHIN SECTION I, IT SHALL BE LAWFUL FOR ANY PERSON OR PERSONS OWNING ANY LOT SITUATED WITHIN THE SUBDIVISION, OR THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSOR, TO MAINTAIN ANY ACTION AT LAW OR IN EQUITY AGAINST THE PERSON OR PERSONS VIOLATING OR ATTEMPTING TO VIOLATE ANY SUCH COVENANT, TO PREVENT HIM OR THEM FROM SO DOING OR TO COMPEL COMPLIANCE WITH THE COVENANT OR TO RECOVER DAMAGES.

#### B. DURATION

THESE RESTRICTIONS, TO THE EXTENT PERMITTED BY APPLICABLE LAW, SHALL BE PERPETUAL AND SHALL BE IN FORCE AND EFFECT FOR A TERM OF NOT LESS THAN THIRTY (30) YEARS FROM THE DATE OF THE RECORDING OF THIS DEED OF DEDICATION UNLESS TERMINATED OR AMENDED AS HEREINAFTER PROVIDED.

#### C. AMENDMENT

THE COVENANTS CONTAINED WITHIN SECTION I, EASEMENTS, AND UTILITIES MAY BE AMENDED OR TERMINATED AT ANY TIME BY A WRITTEN INSTRUMENT SIGNED AND ACKNOWLEDGED BY THE CITY OF BROKEN ARROW PLANNING COMMISSION, OR ITS SUCCESSORS WITH THE APPROVAL OF THE CITY OF BROKEN ARROW, TULSA COUNTY, OKLAHOMA.

#### D. SEVERABILITY

INVALIDATION OF ANY RESTRICTION SET FORTH HEREIN OR ANY PART THEREOF, BY AN ORDER, JUDGMENT, OR DECREE OF ANY COURT, OR OTHERWISE, SHALL NOT INVALIDATE OR AFFECT ANY OF THE OTHER RESTRICTIONS OR ANY PART THEREOF AS SET FORTH HEREIN, WHICH SHALL REMAIN IN FULL FORCE AND EFFECT.

### CERTIFICATE OF OWNERSHIP

IN WITNESS WHEREOF: 81st STREET PROPERTIES, LLC, BEING THE SOLE OWNER OF 81st STREET INDUSTRIAL PARK, HEREBY APPROVES THE FOREGOING DEED OF DEDICATION, AND COVENANTS THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.

BY: \_\_\_\_\_  
NATHAN ELLSWORTH  
MANAGING MEMBER

### ACKNOWLEDGMENT

STATE OF OKLAHOMA )  
 ) SS:  
COUNTY OF TULSA )

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025,  
BY NATHAN ELLSWORTH, AS MANAGING MEMBER OF 81st STREET PROPERTIES, LLC.

NOTARY PUBLIC

MY COMMISSION NO.: \_\_\_\_\_

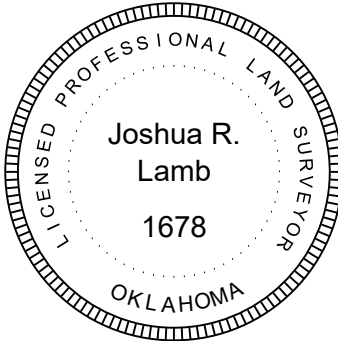
MY COMMISSION EXPIRES: \_\_\_\_\_

[SEAL]

### CERTIFICATE OF SURVEY

I, JOSHUA R. LAMB, OF TULSA LAND SURVEYING, LLC, A LICENSED PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF OKLAHOMA, HEREBY CERTIFY THAT I HAVE CAREFULLY AND ACCURATELY SURVEYED, SUBDIVIDED, AND PLATTED THE TRACT OF LAND DESCRIBED ABOVE, AND THAT THE ACCOMPANYING PLAT DESIGNATED HEREIN AS 81st STREET INDUSTRIAL PARK, A SUBDIVISION IN THE CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA, IS A TRUE REPRESENTATION OF THE SURVEY MADE ON THE GROUND USING GENERALLY ACCEPTED LAND SURVEYING PRACTICES AND MEETS OR EXCEEDS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING AS ADOPTED BY THE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS FOR THE STATE OF OKLAHOMA.

WITNESS MY HAND AND SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025.



JOSHUA R. LAMB  
OKLAHOMA PLS NO. 1678

STATE OF OKLAHOMA )  
 ) SS:  
COUNTY OF TULSA )

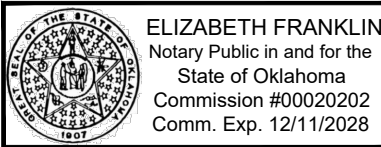
BEFORE ME THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2025, PERSONALLY APPEARED JOSHUA R. LAMB, TO ME KNOWN TO BE THE IDENTICAL PERSON WHO SUBSCRIBED HIS NAME AS A LICENSED LAND SURVEYOR TO THE FOREGOING CERTIFICATE OF SURVEY AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME AS HIS FREE AND VOLUNTARY ACT AND DEED FOR THE USES AND PURPOSES THEREIN SET FORTH.

NOTARY PUBLIC

MY COMMISSION EXPIRES: 12/11/2028

MY COMMISSION NUMBER: 00020202

[SEAL]







# City of Broken Arrow

## Request for Action

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**File #: 25-636, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of PR-00628-2024 | PT-002142-2025, Conditional Final Plat, Elysian Fields II, 12.76 acres, 59 lots, A-1 (Agricultural) to RS-3 (Single Family Residential) and RS-4 (Single Family Residential)/PUD-306 via BAZ-2046, one-quarter mile south and east of the southeast corner of Tucson Street (121st Street) and Garnett Road

**Background:**

PT-002142-2025, the conditional final plat for Elysian Fields II, contains 59 lots on 12.76 acres. This property, which is located approximately one-quarter mile south and east of the southeast corner of Tucson Street (121st Street) and Garnett Road. BAZ-2046, a request to change the zoning on the property from A-1 to RS-3 and RS-4 was approved by the City Council on February 18, 2020, subject to the property being platted. PUD-306 was subsequently approved by the City Council on June 2, 2020. The preliminary plat for this project was approved by the Planning Commission on February 13, 2020.

According to the FEMA Maps, none of this property is located in the 100-year floodplain. Water and sanitary sewer service are available from the City of Broken Arrow. This item was reviewed by the Technical Advisory Committee on April 29, 2025 and recommended for approval. Planning Commission recommended this plat for approval (4-0 vote) on May 8, 2025.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Community Development Director

**Approved By:** City Manager Office

**Attachments:** Planning Commission Staff Report

Conditional final plat and covenants with staff comments

**Recommendation:**

Approve PR-00628-2024 | PT-002142-2025, conditional final plat for Elysian Fields II, subject to the attached comments, as recommended by Planning Commission and Staff.





# City of Broken Arrow

## Request for Action

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**File #:** 25-635, **Version:** 1

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**Broken Arrow Planning Commission**  
**05-08-2025**

**To:** Chairman and Commission Members  
**From:** Development Services Department  
**Title:**

Approval of PR-00628-2024 | PT-002142-2025, Conditional Final Plat, Elysian Fields II, 12.76 acres, 59 lots, A-1 (Agricultural) to RS-3 (Single Family Residential) and RS-4 (Single Family Residential)/PUD-306 via BAZ-2046, one-quarter mile south and east of the southeast corner of Tucson Street (121<sup>st</sup> Street) and Garnett Road

**Background:**

**Applicant:** Tim Terral, Tulsa Engineering and Planning Associates, Inc.  
**Owner:** Elysian Fields Development Company, L.L.C.  
**Developer:** Elysian Fields Development Company, L.L.C.  
**Engineer:** Tulsa Engineering and Planning Associates, Inc.  
**Location:** One Quarter mile south and east of the southeast corner of Tucson Street (121st Street) and Garnett Road  
**Size of Tract** 12.76 acres  
**Number of Lots:** 59  
**Present Zoning:** A-1 (RS-3 and RS-4 proposed via BAZ-2046)/PUD-306  
**Comp Plan:** Level 2 and Greenway/Floodplain

PT-002142-2025, the conditional final plat for Elysian Fields II, contains 59 lots on 12.76 acres. This property, which is located approximately one-quarter mile south and east of the southeast corner of Tucson Street (121<sup>st</sup> Street) and Garnett Road. BAZ-2046, a request to change the zoning on the property from A-1 to RS-3 and RS-4 was approved by the City Council on February 18, 2020, subject to the property being platted. PUD-306 was subsequently approved by the City Council on June 2, 2020. The preliminary plat for this project was approved by the Planning Commission on February 13, 2020.

According to the FEMA Maps, none of this property is located in the 100-year floodplain. Water and sanitary sewer service are available from the City of Broken Arrow.

**Attachments:** Checklist  
Conditional Final Plat and Covenants

**Recommendation:**

Staff recommends PR-00628-2024 | PT-002142-2025, conditional final plat for Elysian Fields II, be approved subject to the attached checklist.

**Reviewed by:** Amanda Yamaguchi



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**File #: 25-635, Version: 1**

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**Approved by: Rocky Henkel**



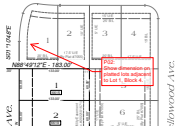
# Conditional Final Plat Checklist

## [1] Layout1 (6)



**Page Label:** [1] Layout1  
**Author:** Amanda

**P01:**  
The jog between building lines cannot be greater than 5'.



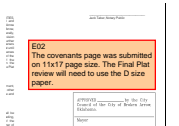
**Page Label:** [1] Layout1  
**Author:** Amanda

**P02:**  
Show dimension on platted lots adjacent to Lot 1, Block 4.



**Page Label:** [1] Layout1  
**Author:** jdickeson

**E01**  
There are no reserve areas in phase 2 this section can be eliminated or modified to include the reserve areas from Phase 1



**Page Label:** [1] Layout1  
**Author:** jdickeson

**E02**  
The covenants page was submitted on 11x17 page size. The Final Plat review will need to use the D size paper.



**Page Label:** [1] Layout1  
**Author:** jdickeson

**E03**  
There are no ODE shown in phase 2 this section can be eliminated.



**Page Label:** [1] Layout1  
**Author:** jdickeson

**E04**  
Sidewalk will be required along Reserve B in phase 1. Phase 2 will be responsible for construction if it was not previously completed.

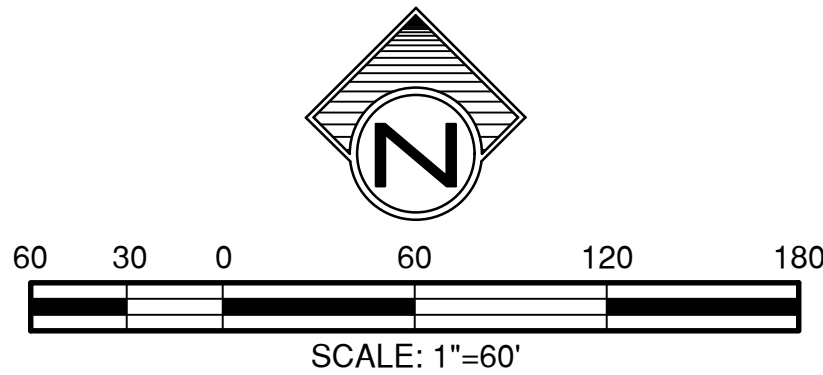


# Elysian Fields II

12150 East 96th Street North, Suite 202  
Owasso, Oklahoma 74055  
918.376.6536

9810 East 42nd Street, Suite 100  
Tulsa, Oklahoma 74146  
Phone: 918.252.9621

*A subdivision in the City of Broken Arrow, being a part of Government Lot 3 of  
Section 5, Township 17 North, Range 14 East of the Indian Base and Meridian,  
Tulsa County, State of Oklahoma*



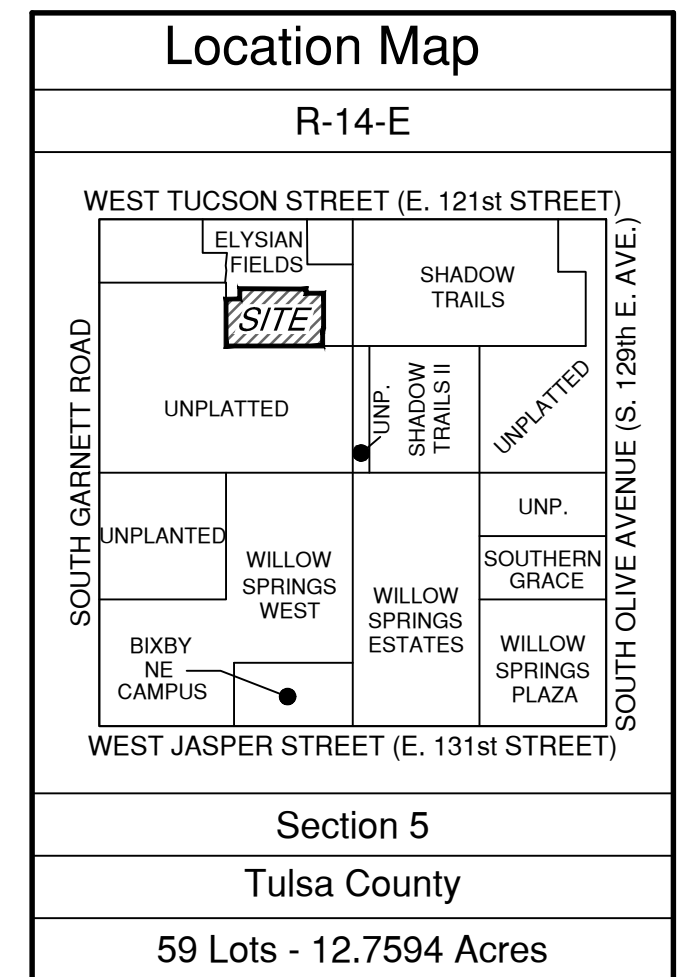
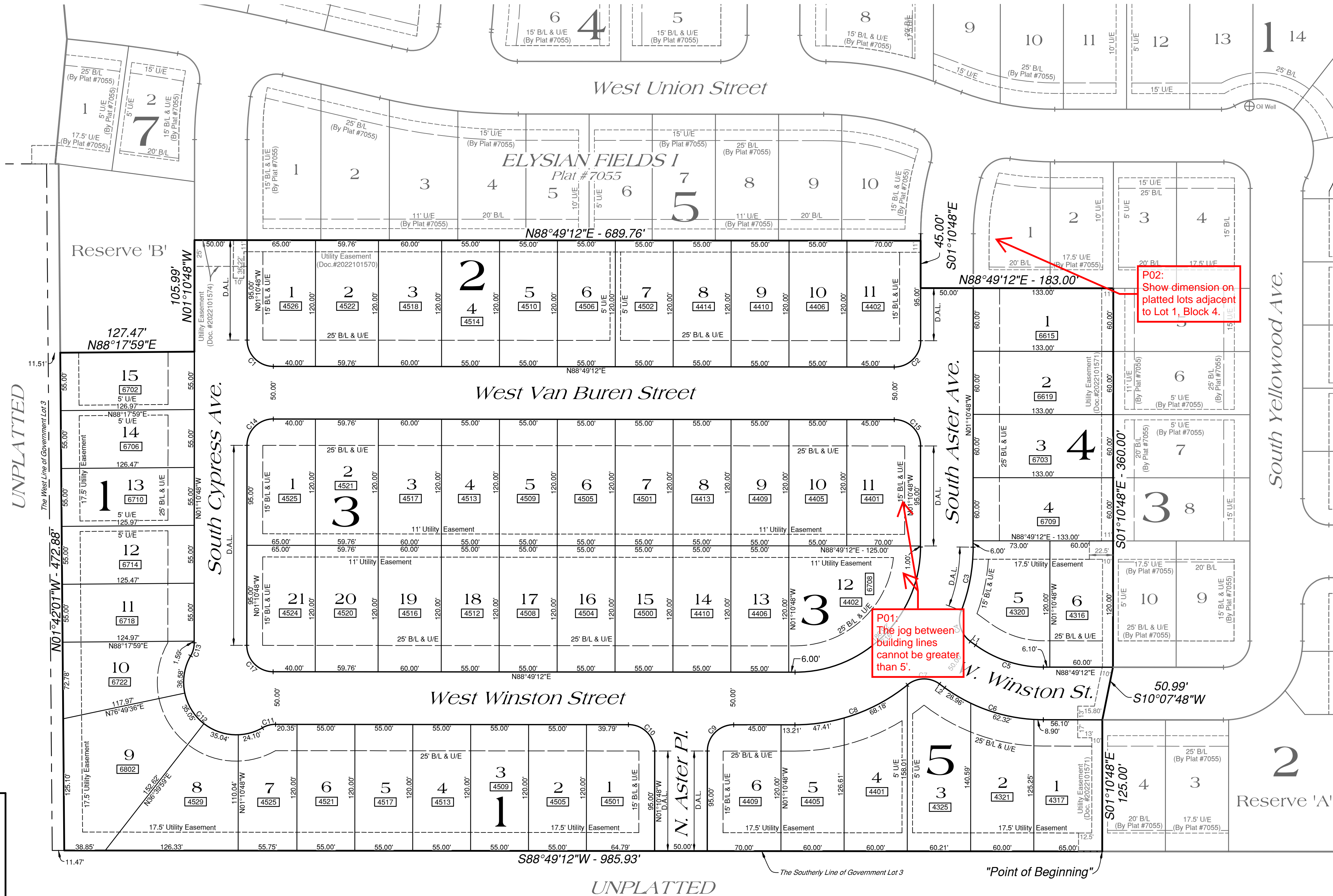
Lot Areas & Finished Floor Elevation										
BLOCK 1	Lot	Area (S.F.)	F.F.		Lot	Area (S.F.)	F.F.			
	1	7,641	638.00		5	6,600	637.75			
	2	6,600	637.75		6	6,600	638.00			
	3	6,600	637.25		7	6,600	638.25			
	4	6,600	638.50		8	6,600	638.75			
	5	6,600	638.25		9	6,600	639.00			
	6	6,600	637.75		10	6,600	639.25			
	7	6,501	637.25		11	8,266	639.75			
	8	9,341	637.25		12	11,961	639.25			
	9	12,529	637.25		13	6,600	638.75			
	10	7,199	636.75		14	6,600	638.50			
	11	6,887	636.75		15	6,600	638.25			
	12	6,915	637.00		16	6,600	638.00			
	13	6,942	637.50		17	6,600	638.00			
	14	6,970	637.75		18	6,600	638.25			
	15	6,997	637.75		19	7,200	638.50			
				20	7,171	638.00				
				21	7,666	637.50				
BLOCK 2	1	7,666	637.25		1	7,980	640.50			
	2	7,171	636.75		2	7,980	640.00			
	3	7,200	637.00		3	7,980	640.25			
	4	6,600	637.25		4	7,980	640.50			
	5	6,600	637.75		5	8,807	638.75			
	6	6,600	638.00		6	7,200	638.50			
	7	6,600	638.25							
	8	6,600	638.75							
	9	6,600	639.00							
	10	6,600	639.25							
BLOCK 3	11	8,266	639.75							
	1	7,666	636.75		1	8,126	638.50			
	2	7,171	636.50		2	7,850	638.75			
	3	7,200	637.00		3	9,368	639.00			
	4	6,600	637.25		4	8,394	639.50			
BLOCK 4	5	6,600	637.50		5	7,302	639.25			
	6	6,600	637.25		6	8,266	638.75			

No.	Delta	Radius	Length	Chord Bearing	Chord Distance
C1	90°00'00"	25.00'	39.27'	S 46°10'48" E	35.36'
C2	90°00'00"	25.00'	39.27'	N 43°49'12" E	35.36'
C3	20°56'52"	169.00'	61.76'	S 09°17'23" W	61.42'
C4	75°03'52"	25.00'	32.75'	S 17°46'22" E	30.46'
C5	35°52'30"	110.00'	68.88'	S 73°14'33" E	67.76'
C6	35°52'30"	160.00'	100.18'	N 73°14'33" W	98.55'
C7	35°52'30"	25.00'	32.75'	S 87°09'46" W	30.46'
C8	39°11'22"	169.00'	115.59'	S 69°13'31" W	113.35'
C9	90°00'00"	25.00'	39.27'	S 43°49'12" W	35.36'
C10	90°00'00"	25.00'	39.27'	N 46°10'48" W	35.36'
C11	29°55'35"	50.00'	13.06'	S 73°51'25" W	12.91'
C12	149°51'10"	25.00'	130.77'	N 46°10'48" W	96.96'
C13	29°55'35"	25.00'	13.06'	N 13°47'00" E	12.91'
C14	90°00'00"	25.00'	39.27'	N 43°49'12" E	35.36'
C15	90°00'00"	25.00'	39.27'	N 46°10'48" E	35.36'
C16	90°00'00"	119.00'	186.92'	S 43°49'12" W	168.29'
C17	90°00'00"	25.00'	39.27'	N 46°10'48" W	35.36'

Line Table		
No.	Length	Direction
L1	6.05'	S55°18'18"E
L2	6.05'	N55°18'18"W

Per the FEMA Flood Map Service Center this property is located within an area having a Zone Designation X (Unshaded, Areas determined to be outside the 0.2% annual chance floodplain) on Flood Insurance Rate Maps No. 40143C0451L & No. 40143C0452L, with an effective date of October 15, 2012, for Community No. 400236, in City of Broken Arrow, Tulsa County, State of Oklahoma, which is the current Flood Insurance Rate Map for the community in which the property is situated.

Additional dirt shall be added to each Lot Pad sufficient to bury the concrete house slabs a minimum of 6" below the top of slab, and sufficient to promote positive drainage away from the individual Lots.



F.F. = Finished Floor Elevation	Res. = Reserve
B/L = Building Line	Bk. = Book
U/E = Utility Easement	Pg. = Page
D.A.L. = Driveway Access Limitation	Doc. = Document

A 3/8" x 18" deformed bar with a yellow plastic cap stamped "TEP CA 531" to be set at all plate boundary corners, prior to recardation unless noted otherwise.

A 3/8" x 18" deformed bar with a yellow plastic cap stamped "TEP CA 531" to be set at all lot corners after completion of improvements, unless noted otherwise.

A 3/8" x 18" deformed bar with a yellow plastic cap stamped "TEP CA 531" to be set at all street centerline intersections, points of curve, points of tangent, point of compound curve, points of reverse curve, center of cul-de-sacs and center of embayments, after completion of improvements, unless noted otherwise.

The non-astronomic bearings for said tract are based on a platted bearing of N 01°42'51" W along the westerly line of "Shadow Trails", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma and recorded as Plat 6637 in the office of the Tulsa County Clerk.

A mag nail on top of curb on south side of West Van Buren Place, approximately 110' west of the centerline of South Willow Place.

Elevation: 639.22'  
North American Vertical Datum of 1988 (NAVD88)

Addresses 0000

Addresses shown on this plat were accurate at the time this plat was filed.  
Addresses are subject to change and should never be relied upon in place  
of the legal description.

## Stormwater Detention

Stormwater detention accommodations for this plat are provided in accordance with Detention Determination No. DD-100319-31. Stormwater detention for this plat will be provided adjacent to the site.

## Notes

1. Water to be supplied by the City of Broken Arrow.
2. Sewage to be received by the City of Broken Arrow.
3. All buildings will require a backflow or backflow preventer for all sanitary sewer connections.
4. Restricted access is required on all lots where the building line is less than 25 feet, except garage openings shall be permitted on the side yard abutting a public street if the side yard setback is increased to 20 feet, from the 15 feet side yard shown on the plat.
5. The minimum rear yard setback is 20 feet
6. Note to homebuilder: If a lot is not sold, it shall be added to each Lot Pad sufficient to bury the concrete house slabs minimum of 6' below the top of slab, and sufficient to promote positive drainage away from the individual lots.

APPROVED \_\_\_\_\_ by the City Council  
of the City of Broken Arrow, Oklahoma

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Attest: City Clerk

Date of Preparation: March 25, 2025  
Sheet 1 of 2



ELYSIAN FIELDS II

DEED OF DEDICATION  
AND  
RESTRICTIVE COVENANTS  
PUD No. 306

KNOW CERTAIN PERSONS BY THESE PRESENTS:

That Elysian Fields Development Company, L.L.C., an Oklahoma limited liability company, hereinafter referred to as the "Owner/Developer", is the owner of the following described land:

A tract of land contained within a part of Government Lot 3, Section 5, T-17-N, R-14-E of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows:

Beginning at the southwest corner of Block Two (2), "Elysian Fields I", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma, Plat No. 7055, as recorded in the office of the Tulsa County Clerk;

Thence S 88°49'12" W a distance of 985.93 feet, along the southerly line of said Government Lot 3, to a point that is 11.47 feet east of the southwest corner of said Government Lot 3, said point also being the southeast corner of a tract of land described within General Warranty Deed, recorded as Document No. 2020118658 in the office of the Tulsa County Clerk;

Thence N 01°42'01" W a distance of 472.88 feet along the easterly line of said General Warranty Deed to a point being 11.51 feet perpendicularly distant east of the west line of said Government Lot 3 and also being on the southerly line of said Plat No. 7055;

Thence along the boundary of said Plat No. 7055 the following eight (8) courses:

N 88°17'59" E a distance of 127.47 feet;

N 01°10'48" W a distance of 105.99 feet;

N 88°49'12" E a distance of 689.76 feet;

S 01°10'48" E a distance of 45.00 feet;

N 88°49'12" E a distance of 183.00 feet;

S 01°10'48" E a distance of 360.00 feet;

S10°07'48" W a distance of 50.99 feet;

S 01°10'48" E a distance of 125.00 feet to the "Point of Beginning".

Said tract contains 555,798 square feet or 12.7594 acres, more or less.

The non-astronomic bearings for said tract are based on a platted bearing of N 01°42'51" W along the westerly line of "Shadow Trails", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma and recorded as Plat 6637 in the office of the Tulsa County Clerk.

The Owner/Developer has caused the same to be engineered, surveyed, staked and platted into lots, blocks, streets, and reserve areas in conformity to the accompanying plat and survey thereof, which plat is made a part hereof (the "Plat"), and has caused the same to be named "ELYSIAN FIELDS II", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma (the "Subdivision").

SECTION I. STREETS, EASEMENTS AND UTILITIES

1.1 Public Streets and General Utility Easements

The Owner/Developer does hereby dedicate for public use the streets as depicted on the accompanying plat; and does further dedicate for public use the utility easements as depicted on the accompanying plat as "Utility Easement" or "U/E", for the several purposes of constructing, maintaining, operating, repairing, replacing, and/or removing any and all public utilities, including storm sewers, sanitary sewers, telephone and communication lines, electric power lines and transformers, gas lines, water lines and cable television lines, together with all fittings, including the poles, wires, conduits, pipes, valves, meters and equipment for each of such facilities and any other appurtenances thereto, with the rights of ingress and egress to and upon the utility easements for the uses and purposes aforesaid, provided, however, the Owner/Developer hereby reserves the right to construct, maintain, operate, lay and re-lay water lines and sewer lines, together with the right of ingress and egress for such construction, maintenance, operation, laying and re-laying over, across and along the public street and the utility easements depicted on the plat, for the purpose of furnishing water and/or sewer services to the area included in the plat. The Owner/Developer herein imposes a restrictive covenant, which covenant shall be binding on the Owner/Developer and shall be enforceable by the City of Broken Arrow, Oklahoma, and by the supplier of any affected utility service, that within the utility easements depicted on the accompanying plat no building, structure or other above or below ground obstruction shall be placed, erected, installed or maintained, provided however, nothing herein shall be deemed to prohibit drives, parking areas, fencing, curbing, irrigation and landscaping or other similar improvements that do not constitute an obstruction.

1.2 Underground Service

1.2.1 Overhead poles may be located along the south and west perimeter of the subdivision as necessary if located in utility easements for the purpose of the supply of underground service. Street light poles or standards may be served by underground cable, and except as provided in the immediately preceding sentence, all electric and communication supply lines shall be located underground in the easement-ways reserved for general utility services and streets, shown on the attached plat. The Owner/Developer does hereby restrict the utility easements shown and designated on the accompanying plat to a single supplier of electrical service.

1.2.2 All supply lines in the subdivision including electric, telephone, cable television and gas lines shall be located underground in the easements reserved for general utility services and streets shown on the plat of the subdivision. Service pedestals and transformers, as sources of supply at secondary voltages, may also be located in said easements.

1.2.3 Underground service cables and gas service lines to all structures which may be located on all lots in the subdivision may be run from the nearest gas main, service pedestal or transformer to the point of usage determined by the location and construction of such structures as may be located upon each said lot: provided that upon the installation of such a service cable or gas

service line to a particular structure, the supplier of service shall thereafter be deemed to have a definitive, permanent, and effective right-of-way easement on said lot, covering a five-foot strip extending 2.5 feet on each side of such service cable or line, extending from the service pedestal, transformer or gas main to the service entrance on the structure or a point of metering.

1.2.4 The supplier of electric, telephone, cable television and gas services, through its authorized agents and employees, shall at all times have right of access to all such easements shown on the plat of the subdivision or provided for in this Deed of Dedication for the purpose of installing, maintaining, removing or replacing any portion of the underground electric, telephone, cable television or gas service facilities so installed by it. The supplier of electric, telephone, cable television also reserves the perpetual right, privilege and authority to cut down, trim, or treat any trees and undergrowth on said easement.

1.2.5 The owner of each lot in the subdivision shall be responsible for the protection of the underground facilities located on the property and shall prevent the alteration of grade or any construction activity which may interfere with said electric, telephone, cable television or gas facilities. The supplier of service will be responsible for ordinary maintenance of underground facilities, but the owner of each lot in the subdivision will pay for damage or relocation of such facilities caused or necessitated by acts of such owner or the owner's agents or contractors. The foregoing covenants concerning underground facilities shall be enforceable by the supplier of electric, telephone, cable television or gas service.

1.3 Water and Sewer Service

1.3.1 The owner of the lot shall be responsible for the protection of the public water and sewer mains located on the owner's lot.

1.3.2 Within the depicted utility easement area, if the ground elevations are materially altered from the contours existing upon the completion of the installation of a public water or sewer main, all ground level apertures, to include: valve boxes, fire hydrants and manholes will be adjusted to the new grade by the owner or at the owner's expense.

1.3.3 The City of Broken Arrow, Oklahoma, or its successors, shall be responsible for ordinary maintenance of public water and sewer mains, but the owner shall pay for damage or relocation of such facilities caused or necessitated by acts of the owner, the owner's agents or contractors.

1.3.4 The City of Broken Arrow, Oklahoma, or its successors, shall at all times have right of access to all easement-ways depicted on the accompanying plat, or otherwise provided for in this Deed of Dedication, for the purpose of installing, maintaining, removing or replacing any portion of underground water or sewer facilities.

1.3.5 The foregoing covenants set forth in this subsection 1.3 shall be enforceable by the City of Broken Arrow, Oklahoma, or its successors, and the owner of the lot agrees to be bound hereby.

1.4 Surface Drainage

Each lot on the Plat shall receive and drain, in an unobstructed manner, the storm and surface waters from drainage areas of higher elevation and from public streets and easements. Each lot owner, by taking title to a lot, shall be deemed to understand and agree that stormwater from other lots will flow across the owner's lot and the lot owner shall not construct or permit to be constructed any fencing or other obstructions which would impair the drainage of storm and surface waters over and across the lot. The Owner/Developer expressly reserves the right to enter upon each lot for the purpose of resolving or curing drainage issues related to adjacent or nearby lots, including the trimming of trees, shrubs or turf, and the removal of fencing, as necessary. Drainage from each lot shall mimic the drainage pattern established by the grading done per the engineering plans, including the installation of any side yard swales or berms and resulting in no adverse impact to the adjacent lots. The foregoing covenants set forth in this paragraph 1.4 shall be enforceable by any affected lot owner and by the HOA, and Owner/Developer.

1.5 Driveway Access Limitation

Within the boundaries of a Lot designated on the Plat as "Driveway Access Limitation" (D.A.L.), vehicular access to the adjoining public street shall be prohibited.

1.6 Fence, Landscape, and Paving Repair

The owner of each lot shall be responsible for the repair and replacement of any fencing, landscaping, and paving located within the utility easements in the event it is necessary to repair any underground water, sanitary sewer mains, storm sewers, electric, natural gas, telephone, or cable television service. No lot owner shall place any fencing, landscaping, or plant any trees or shrubbery in dedicated utility easements or rights-of-ways which would potentially endanger, threaten, or harm any utilities located within said easements or rights-of-ways. If it is determined that any fencing, landscaping, trees or shrubbery located within said easements or rights-of-way are damaging or endangering utilities in said easements or rights-of-way, the City of Broken Arrow and/or respective utility provider shall have the right to remove said fencing, landscaping, trees or shrubbery upon five (5) days' notice at the lot owner's expense, or within such time the lot owner may remove the same.

1.7 Homeowners' Association

As part of the development of the Subdivision, the Owner/Developer thereof has created or will create as per the Subdivision Regulations for the City of Broken Arrow the Elysian Fields Homeowners' Association, Inc., an Oklahoma not-for-profit corporation, as set forth in the Restrictive Covenants, Conditions, and Restrictions for "ELYSIAN FIELDS." There is to be one Homeowners' Association, for "ELYSIAN FIELDS", even though the property may be platted in phases, and the Owner/Developer hereby reserves the right to add such additional lands/phases/lots to such Association as the Owner/Developer in its sole discretion, may determine.

1.8 Reserve Areas

Reserve areas shall be used for open space, signage, landscaping, walls, fencing, sidewalks, drainage, overland drainage, utilities, parking and ingress and egress and is reserved for subsequent conveyance to the Homeowners' Association to be comprised of the owners of the residential lots within "ELYSIAN FIELDS II", and future phases as determined by the Owner/Developer, as set forth within Section II hereof. All costs and expenses associated with all reserves, including maintenance of various improvements will be the responsibility of the property owner or the Homeowners' Association, as determined by the Owner/Developer.

1.9 Retaining Walls

A retaining wall is a structural wall measuring over 4 feet in height from the top of the leveling course to the top of the wall. Retaining walls will need to be designed by a licensed structural engineer and submitted for review and permitting to the City.

1.10 Restrictive Covenants

Additional covenants and restrictions for "ELYSIAN FIELDS" are filed, as a separate instrument, in the Tulsa County Clerk's office.

1.11 Overland Drainage Easement

1.11.1 Drainage facilities constructed in overland drainage easements shall be in accordance with the adopted standards of the City of Broken Arrow, and plans and specifications approved by the Stormwater Manager of the City of Broken Arrow.

1.11.2 Except as provided herein no fence, wall, building, or other obstruction may be placed or maintained in the overland drainage easement areas, nor shall there be any alteration of the grades or contours in the easement areas unless approved by the Stormwater Manager of the City of Broken Arrow, provided, however, that the planting of turf or single trunk trees having a caliper of not less than two and one-half (2 ½) inches shall not require approval. Split rail, wrought iron, or open fencing will be allowed in the Overland Drainage Easement (OD/E), between lots, must be raised 6" off the ground to prevent obstruction to the emergency overland relief swale. Fencing in the OD/E must be reviewed and approved by the stormwater manager or floodplain manager.

1.11.3 All costs and expenses associated with the overland drainage easement areas and facilities located therein, including maintenance of various improvements, will be the responsibility of the Elysian Fields Homeowners' Association to be formed pursuant to Section III (hereinafter referred to as the "Association"), in accordance with the standards prescribed by the City of Broken Arrow. In the event the Association should fail to properly maintain the easement area and facilities located thereon or, in the event of the placement of an obstruction within the easement area, or the alteration of the grade or contour therein, the City of Broken Arrow may enter the easement area and perform maintenance necessary to the achievement of the intended drainage functions and may remove any obstruction or correct any alteration of grade or contour, and the cost thereof shall be paid by the Association. In the event the Association fails to pay the cost of maintenance after completion of the maintenance and receipt of a statement of costs, the City of Broken Arrow may file of record a copy of the statement of costs and thereafter the costs shall be a lien against the Association. A lien established as above provided may be judicially foreclosed.

SECTION II. PLANNED UNIT DEVELOPMENT

WHEREAS, "ELYSIAN FIELDS" was submitted as a planned unit development (entitled PUD No. 306) as provided within Section 6.4 of the Zoning Ordinance of the City of Broken Arrow, Oklahoma (Ordinance No. 2931) as amended and existing on May 5, 2020 (hereinafter the "Broken Arrow Zoning Ordinance"), which PUD No. 306 was approved by the Broken Arrow Planning Commission on April 9, 2020 and approved by the City of Broken Arrow City Council, on May 5, 2020; and WHEREAS, the planned unit development provisions of the Broken Arrow Zoning Ordinance require the establishment of covenants of record, inuring to and enforceable by the City of Broken Arrow, Oklahoma, sufficient to assure the implementation and continued compliance with the approved planned unit development; and

WHEREAS, the Owner/Developer desires to establish restrictions for the purpose of providing for an orderly development and to ensure adequate restrictions for the mutual benefit of the Owner/Developer, its successors and assigns, and the City of Broken Arrow, Oklahoma;

THEREFORE, the Owner/Developer does hereby impose the following restrictions and covenants which shall be covenants running with the land and shall be binding upon the Owner/Developer, its successors and assigns, and shall be enforceable as hereinafter set forth:

2.1 General Standards

The development of "ELYSIAN FIELDS II" shall be subject to the Planned Unit Development provisions of the Broken Arrow Zoning Code as such provisions existed on May 5, 2020.

2.2 Development Standards

2.2.1 Permitted Uses: PUD 306 will be developed in accordance with the Broken Arrow Zoning Ordinance and the Use and Development Regulations of the RS-3 Residential District except as noted herein

2.2.2 Minimum Lot Size:  
- Blocks 1, 2 and 3 6,500 sq. ft.  
- Blocks 4 and 5 7,000 sq. ft.

2.2.3 Minimum Lot Width  
- Blocks 1, 2 and 3 55 feet  
- Blocks 4 and 5 60 feet

2.2.4 Minimum Building Setbacks:  
Front 25 feet  
Minimum Rear Yard 20 feet  
Side 5/5 feet  
Side Yard abutting public street 15 feet\*

\* Restricted access is required on all lots where the building line is less than 25 feet, except garage openings shall be permitted on the side yard abutting a public street if the side yard setback is increased to 20 feet from the 15 feet side yard shown on the plat. Setbacks between building lines shall be offset no more than 10 feet.

2.2.5 Maximum Building Height: 35 feet

2.2.6 Other Bulk and Area Requirements: As established in the RS-3 Zoning District

2.3 Landscaping and Open Space

E01 There are no reserve areas in phase 2 this section can be eliminated or modified to include the reserve areas from Phase 1

plans shall be presented to and approved by the City of Broken Arrow and the same time IN WITNESS WHEREOF, the undersigned Owner/Developer has executed this instrument this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

E03 There are no ODE shown in phase 2 this section can be eliminated.

SECTION III. HOMEOWNERS' ASSOCIATION

3.1. Formation

The Owner/Developer has formed or shall be caused to be formed, an association of owners of lots within the subdivision, which shall be named "Elysian Fields Homeowners' Association, Inc.", an Oklahoma not for profit corporation (the "Association") for the general purposes of the maintenance and ownership of the Common Areas and to enhance the desirability and attractiveness of the Subdivision. The Owner/Developer will control the Association until such time that it is turned over to the Homeowners. Every record owner of a fee interest in a lot in the subdivision shall be a member of the Association and such membership shall be appurtenant to and may not be separated from ownership of a lot. The acceptance of a deed to a lot shall constitute acceptance of membership in the Association. All members of the Association covenant and agree to pay to the Association an annual assessment established by the Association which shall be no less than the minimum amount necessary to adequately maintain and support all common areas of interest, including, without limitation, all reserve areas, and common areas as designated on the plat provided, however, no assessment shall be made or attach to any Lot owned by the Owner/Developer.

3.2. Maintenance

Reserve Areas: The owner of the property associated with the Reserve Areas shall be responsible for the maintenance of improvements and landscaping within all reserve areas designated on the plat and the reserve areas are reserved for subsequent conveyance to the Association.

SECTION IV.  
ENFORCEMENT, DURATION, AMENDMENT, AND SEVERABILITY

4.1. Enforcement

The restrictions herein set forth shall run with the land and shall be binding upon the Owner/Developer, its successors and assigns. Within the provisions of SECTION I. STREETS, EASEMENTS AND UTILITIES, are set forth certain covenants and the enforcement rights pertaining thereto, and whether or not therein so stated the covenants within Section I, shall inure to the benefit of and be enforceable by the City of Broken Arrow, Oklahoma.

4.2. Duration

These restrictions shall remain in full force and effect until 40 years from the date of filing this plat of record, and thereafter shall automatically be continued for successive periods of 10 years, unless terminated or amended as hereinafter provided.

4.3. Amendment

The covenants contained within SECTION I. STREETS, EASEMENTS AND UTILITIES, may be amended or terminated at any time by written instrument signed and acknowledged by the owners of the affected lot or parcel and by the Broken Arrow Planning Commission or its successors with the approval of the City of Broken Arrow, Oklahoma. All other covenants may be amended by the Owner/Developer unilaterally, in its sole discretion, for so long as the Owner/Developer owns a lot in the Subdivision or a later adjacent subdivision known as "ELYSIAN FIELDS III or IV", or as may be further expanded; and, thereafter, at any time by an instrument in writing signed by the owners of at least sixty percent (60 %) of all lots in the Subdivision; providing, however, that until the Owner/Developer has sold all lots in the Subdivision, the Owner/Developer reserves the right to amend any of the covenants contained herein without the consent of the other owners if such amendment, in the sole opinion and discretion of the Owner/Developer, is necessary for the development and sale of the lots in the Subdivision. In this Section 4.3, the term "the Subdivision" shall explicitly mean the Plat of "ELYSIAN FIELDS II."

4.4. Severability

Invalidation of any restriction set forth herein, or any part thereof, by an order, judgment, or decree of any court, or otherwise, shall not invalidate or affect any of the other restrictions of any part hereof as set forth herein, which shall remain in full force and effect.

4.5. Lot owner's Responsibilities

The respective lot owner of each dwelling and said lot owner's builder shall be responsible for all structure design, geotechnical design, foundation design, grading, drainage, and all other structural aspects of the dwelling independent of the Owner/Developer and the Owner/Developer's engineer. The respective lot owner of each dwelling and the lot owner's builder shall be responsible for determining the proper finish floor elevation of the respective dwelling. The finished floor elevation shall be determined relative to, but not limited to: roadways, areas of higher elevations, borrow ditches, culvert pipes, elevation of adjacent lots, etc. It is the dwelling owner's responsibility to prepare the finished grade of each individual home site so as to ensure that storm water is properly managed around the perimeter of the subject home. Said lot owner and its builder shall construct the dwelling in accordance with the municipal, county and state building codes that are customarily applicable in this region to such construction.

E04 Sidewalk will be required along Reserve B in phase 1. Phase 2 will be responsible for construction if it was not previously completed.

By: David E. Charney, President of Charney Properties, Inc., as manager of Elysian Fields Development Company, L.L.C.

State of Oklahoma )  
County of Tulsa ) s.s.

Subscribed and sworn before me, a Notary Public, this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by David E. Charney, Manager of Elysian Fields Development Company, L.L.C.

Notary Public

CERTIFICATE OF SURVEY

I, David W. Murdoch, of Tulsa Engineering & Planning Associates, Inc., a professional land surveyor registered in the State of Oklahoma, hereby certify that I have carefully and accurately surveyed, subdivided, and platted the tract of land described above, and that the accompanying plat designated herein as "ELYSIAN FIELDS II", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma, is a representation of the survey made on the ground using generally accepted land surveying practices and meets or exceeds the Oklahoma Minimum Standards for the Practice of Land Surveying as adopted.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

David W. Murdoch  
Registered Professional Land Surveyor  
Oklahoma No. 1404

State of Oklahoma )  
County of Tulsa ) s.s.

The foregoing Certificate of Survey was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by David W. Murdoch

Jack Taber, Notary Public

E02 The covenants page was submitted on 11x17 page size. The Final Plat review will need to use the D size paper.

APPROVED \_\_\_\_\_ by the City Council of the City of Broken Arrow, Oklahoma.

Mayor

Attest: City Clerk

ELYSIAN FIELDS II

Date of Preparation: March 25, 2025

Sheet 2 of 2



# Elysian Fields II

OWNER / DEVELOPER

Elysian Fields Development Company, L.L.C.

an Oklahoma Limited Liability Company  
12150 East 96th Street North, Suite 202  
Owasso, Oklahoma 74055  
918.376.6536

A subdivision in the City of Broken Arrow, being a part of Government Lot 3 of  
Section 5, Township 17 North, Range 14 East of the Indian Base and Meridian,  
Tulsa County, State of Oklahoma

ENGINEER / SURVEYOR

Tulsa Engineering & Planning Associates, Inc.

an Oklahoma corporation  
9810 East 42nd Street, Suite 100  
Tulsa, Oklahoma 74146  
Phone: 918.252.9621

CERTIFICATE OF AUTHORIZATION NO. 531  
RENEWAL DATE: JUNE 30, 2025

Lot	Area (S.F.)	F.F.
1	7,641	638.00
2	6,600	637.75
3	6,600	637.25
4	6,600	638.50
5	6,600	638.25
6	6,600	637.75
7	6,501	637.25
8	9,341	637.25
9	12,529	637.25
10	7,199	636.75
11	6,887	636.75
12	6,915	637.00
13	6,942	637.50
14	6,970	637.75
15	6,997	637.75

Lot	Area (S.F.)	F.F.
1	7,666	637.25
2	7,171	636.75
3	7,200	637.00
4	6,600	637.25
5	6,600	637.75
6	6,600	638.00
7	6,600	638.25
8	6,600	638.75
9	6,600	639.00
10	6,600	639.25
11	8,266	639.75

Lot	Area (S.F.)	F.F.
1	7,980	640.50
2	7,980	640.00
3	7,980	640.25
4	7,980	640.50
5	8,807	638.75
6	7,200	638.50

Lot	Area (S.F.)	F.F.
1	8,126	638.50
2	7,850	638.75
3	9,368	639.00
4	8,384	639.50
5	7,302	639.25
6	8,266	638.75

No.	Delta	Radius	Length	Chord Bearing	Chord Distance
C1	90°00'00"	25.00'	39.27'	S 46°10'48" E	35.36'
C2	90°00'00"	25.00'	39.27'	N 43°49'12" E	35.36'
C3	20°56'22"	169.00'	61.76'	S 09°17'23" W	61.42'
C4	75°03'52"	25.00'	32.75'	S 17°46'22" E	30.46'
C5	35°52'30"	110.00'	68.88'	S 73°14'33" E	67.76'
C6	35°52'30"	160.00'	100.18'	N 73°14'33" W	98.55'
C7	75°03'52"	25.00'	32.75'	S 87°09'46" W	30.46'
C8	39°11'22"	169.00'	115.59'	S 69°13'31" W	113.35'
C9	90°00'00"	25.00'	39.27'	S 43°49'12" W	35.36'
C10	90°00'00"	25.00'	39.27'	N 46°10'48" W	35.36'
C11	29°55'35"	25.00'	13.06'	S 73°51'25" W	12.91'
C12	149°51'10"	50.00'	130.77'	N 46°10'48" W	96.56'
C13	29°55'35"	25.00'	13.06'	N 13°47'00" E	12.91'
C14	90°00'00"	25.00'	39.27'	N 43°49'12" E	35.36'
C15	90°00'00"	25.00'	39.27'	S 46°10'48" E	35.36'
C16	90°00'00"	119.00'	186.92'	S 43°49'12" W	168.29'
C17	90°00'00"	25.00'	39.27'	N 46°10'48" W	35.36'

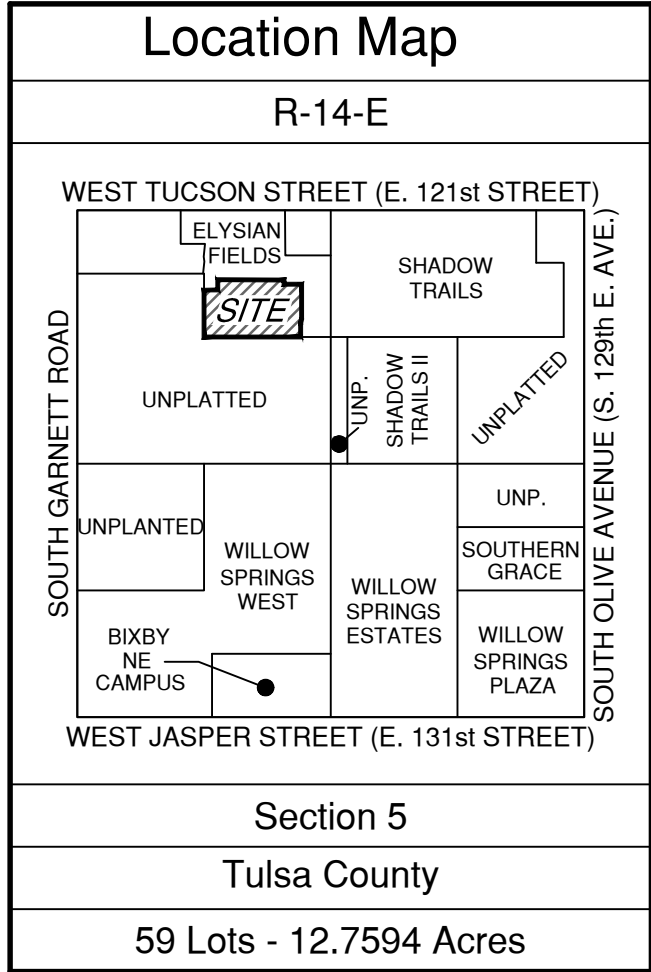
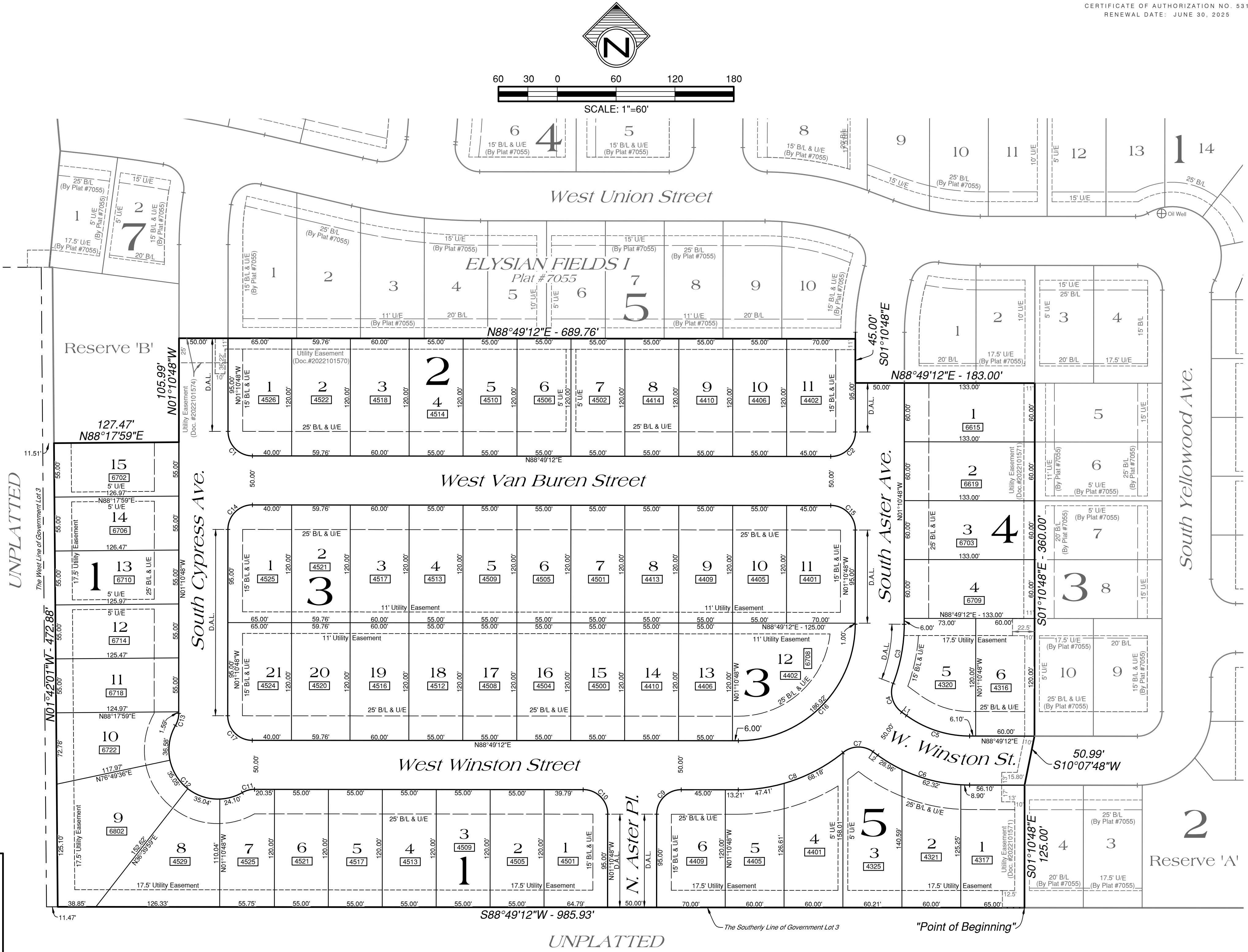
No.	Length	Direction
L1	6.05'	S55°18'18"E
L2	6.05'	N55°18'18"W

## FEMA Note

Per the FEMA Flood Map Service Center this property is located within an area having a Zone Designation X (Unshaded, Areas determined to be outside the 0.2% annual chance floodplain) on Flood Insurance Rate Maps No. 40143C0451L & No. 40143C0452L, with an effective date of October 15, 2012, for Community No. 400236, in City of Broken Arrow, Tulsa County, State of Oklahoma, which is the current Flood Insurance Rate Map for the community in which the property is situated.

## Note to Home Builder

Additional dirt shall be added to each Lot Pad sufficient to bury the concrete house slabs a minimum of 6" below the top of slab, and sufficient to promote positive drainage away from the individual Lots.



## Legend

F.F. = Finished Floor Elevation Res. = Reserve  
B/L = Building Line Bk. = Book  
U/E = Utility Easement Pg. = Page  
D.A.L. = Driveway Access Limitation Doc. = Document

## Monument Notes

A 3/8" x 18" deformed bar with a yellow plastic cap stamped "TEP CA 531" to be set at all plat boundary corners, prior to recordation unless noted otherwise.  
A 3/8" x 18" deformed bar with a yellow plastic cap stamped "TEP CA 531" to be set at all lot corners after completion of improvements, unless noted otherwise.  
A 3/8" x 18" deformed bar with a yellow plastic cap stamped "TEP CA 531" to be set at all street centerline intersections, points of curve, points of tangent, points of compound curve, points of reverse curve, center of cul-de-sacs and center of eyebrows, after completion of improvements, unless noted otherwise.

## Basis of Bearings

The non-astronomic bearings for said tract are based on a platted bearing of N 01°42'51" W along the westerly line of "Shadow Trails", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma and recorded as Plat 6637 in the office of the Tulsa County Clerk.

## Benchmark

A mag nail on top of curb on south side of West Van Buren Place, approximately 110' west of the centerline of South Willow Place.

Elevation: 639.22'  
North American Vertical Datum of 1988 (NAVD88)

## Addresses

Addresses shown on this plat were accurate at the time this plat was filed. Addresses are subject to change and should never be relied upon in place of the legal description.

## Stormwater Detention

Stormwater detention accommodations for this plat are provided in accordance with Detention Determination No. DD-100319-31. Stormwater detention for this plat will be provided adjacent to the site.

## Notes

- Water to be supplied by the City of Broken Arrow.
- Sewage to be received by the City of Broken Arrow.
- All buildings will require a backwater or backflow preventer for all sanitary sewer connections.
- Restricted access is required on all lots where the building line is less than 25 feet, except garage openings shall be permitted on the side yard abutting a public street if the side yard setback is increased to 20 feet, from the 15 feet side yard shown on the plat.
- The minimum rear yard setback is 20 feet.
- Note to homebuilder: additional dirt shall be added to each Lot Pad sufficient to bury the concrete house slabs minimum of 6" below the top of slab, and sufficient to promote positive drainage away from the individual lots.

APPROVED \_\_\_\_\_ by the City Council  
of the City of Broken Arrow, Oklahoma  
  
Mayor  
  
Attest: City Clerk

Elysian Fields II

Date of Preparation: March 25, 2025

Sheet 1 of 2



ELYSIAN FIELDS II

DEED OF DEDICATION  
AND  
RESTRICTIVE COVENANTS  
PUD No. 306

KNOW CERTAIN PERSONS BY THESE PRESENTS:

That Elysian Fields Development Company, L.L.C., an Oklahoma limited liability company, hereinafter referred to as the "Owner/Developer", is the owner of the following described land:

A tract of land contained within a part of Government Lot 3, Section 5, T-17-N, R-14-E of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows:

Beginning at the southwest corner of Block Two (2), "Elysian Fields I", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma, Plat No. 7055, as recorded in the office of the Tulsa County Clerk;

Thence S 88°49'12" W a distance of 985.93 feet, along the southerly line of said Government Lot 3, to a point that is 11.47 feet east of the southwest corner of said Government Lot 3, said point also being the southeast corner of a tract of land described within General Warranty Deed, recorded as Document No. 2020118658 in the office of the Tulsa County Clerk;

Thence N 01°42'01" W a distance of 472.88 feet along the easterly line of said General Warranty Deed to a point being 11.51 feet perpendicularly distant east of the west line of said Government Lot 3 and also being on the southerly line of said Plat No. 7055;

Thence along the boundary of said Plat No. 7055 the following eight (8) courses:

N 88°17'59" E a distance of 127.47 feet;

N 01°10'48" W a distance of 105.99 feet;

N 88°49'12" E a distance of 689.76 feet;

S 01°10'48" E a distance of 45.00 feet;

N 88°49'12" E a distance of 183.00 feet;

S 01°10'48" E a distance of 360.00 feet;

S10°07'48" W a distance of 50.99 feet;

S 01°10'48" E a distance of 125.00 feet to the "Point of Beginning".

Said tract contains 555,798 square feet or 12.7594 acres, more or less.

The non-astronomic bearings for said tract are based on a platted bearing of N 01°42'51" W along the westerly line of "Shadow Trails", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma and recorded as Plat 6637 in the office of the Tulsa County Clerk.

The Owner/Developer has caused the same to be engineered, surveyed, staked and platted into lots, blocks, streets, and reserve areas in conformity to the accompanying plat and survey thereof, which plat is made a part hereof (the "Plat"), and has caused the same to be named "ELYSIAN FIELDS II", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma (the "Subdivision").

SECTION I. STREETS, EASEMENTS AND UTILITIES

1.1 Public Streets and General Utility Easements

The Owner/Developer does hereby dedicate for public use the streets as depicted on the accompanying plat; and does further dedicate for public use the utility easements as depicted on the accompanying plat as "Utility Easement" or "U/E", for the several purposes of constructing, maintaining, operating, repairing, replacing, and/or removing any and all public utilities, including storm sewers, sanitary sewers, telephone and communication lines, electric power lines and transformers, gas lines, water lines and cable television lines, together with all fittings, including the poles, wires, conduits, pipes, valves, meters and equipment for each of such facilities and any other appurtenances thereto, with the rights of ingress and egress to and upon the utility easements for the uses and purposes aforesaid, provided, however, the Owner/Developer hereby reserves the right to construct, maintain, operate, lay and re-lay water lines and sewer lines, together with the right of ingress and egress for such construction, maintenance, operation, laying and re-laying over, across and along the public street and the utility easements depicted on the plat, for the purpose of furnishing water and/or sewer services to the area included in the plat. The Owner/Developer herein imposes a restrictive covenant, which covenant shall be binding on the Owner/Developer and shall be enforceable by the City of Broken Arrow, Oklahoma, and by the supplier of any affected utility service, that within the utility easements depicted on the accompanying plat no building, structure or other above or below ground obstruction shall be placed, erected, installed or maintained, provided however, nothing herein shall be deemed to prohibit drives, parking areas, fencing, curbing, irrigation and landscaping or other similar improvements that do not constitute an obstruction.

1.2 Underground Service

1.2.1 Overhead poles may be located along the south and west perimeter of the subdivision as necessary if located in utility easements for the purpose of the supply of underground service. Street light poles or standards may be served by underground cable, and except as provided in the immediately preceding sentence, all electric and communication supply lines shall be located underground in the easement-ways reserved for general utility services and streets, shown on the attached plat. The Owner/Developer does hereby restrict the utility easements shown and designated on the accompanying plat to a single supplier of electrical service.

1.2.2 All supply lines in the subdivision including electric, telephone, cable television and gas lines shall be located underground in the easements reserved for general utility services and streets shown on the plat of the subdivision. Service pedestals and transformers, as sources of supply at secondary voltages, may also be located in said easements.

1.2.3 Underground service cables and gas service lines to all structures which may be located on all lots in the subdivision may be run from the nearest gas main, service pedestal or transformer to the point of usage determined by the location and construction of such structures as may be located upon each said lot: provided that upon the installation of such a service cable or gas

service line to a particular structure, the supplier of service shall thereafter be deemed to have a definitive, permanent, and effective right-of-way easement on said lot, covering a five-foot strip extending 2.5 feet on each side of such service cable or line, extending from the service pedestal, transformer or gas main to the service entrance on the structure or a point of metering.

1.2.4 The supplier of electric, telephone, cable television and gas services, through its authorized agents and employees, shall at all times have right of access to all such easements shown on the plat of the subdivision or provided for in this Deed of Dedication for the purpose of installing, maintaining, removing or replacing any portion of the underground electric, telephone, cable television or gas service facilities so installed by it. The supplier of electric, telephone, cable television also reserves the perpetual right, privilege and authority to cut down, trim, or treat any trees and undergrowth on said easement.

1.2.5 The owner of each lot in the subdivision shall be responsible for the protection of the underground facilities located on the property and shall prevent the alteration of grade or any construction activity which may interfere with said electric, telephone, cable television or gas facilities. The supplier of service will be responsible for ordinary maintenance of underground facilities, but the owner of each lot in the subdivision will pay for damage or relocation of such facilities caused or necessitated by acts of such owner or the owner's agents or contractors. The foregoing covenants concerning underground facilities shall be enforceable by the supplier of electric, telephone, cable television or gas service.

1.3 Water and Sewer Service

1.3.1 The owner of the lot shall be responsible for the protection of the public water and sewer mains located on the owner's lot.

1.3.2 Within the depicted utility easement area, if the ground elevations are materially altered from the contours existing upon the completion of the installation of a public water or sewer main, all ground level apertures, to include: valve boxes, fire hydrants and manholes will be adjusted to the new grade by the owner or at the owner's expense.

1.3.3 The City of Broken Arrow, Oklahoma, or its successors, shall be responsible for ordinary maintenance of public water and sewer mains, but the owner shall pay for damage or relocation of such facilities caused or necessitated by acts of the owner, the owner's agents or contractors.

1.3.4 The City of Broken Arrow, Oklahoma, or its successors, shall at all times have right of access to all easement-ways depicted on the accompanying plat, or otherwise provided for in this Deed of Dedication, for the purpose of installing, maintaining, removing or replacing any portion of underground water or sewer facilities.

1.3.5 The foregoing covenants set forth in this subsection 1.3 shall be enforceable by the City of Broken Arrow, Oklahoma, or its successors, and the owner of the lot agrees to be bound hereby.

1.4 Surface Drainage

Each lot on the Plat shall receive and drain, in an unobstructed manner, the storm and surface waters from drainage areas of higher elevation and from public streets and easements. Each lot owner, by taking title to a lot, shall be deemed to understand and agree that stormwater from other lots will flow across the owner's lot and the lot owner shall not construct or permit to be constructed any fencing or other obstructions which would impair the drainage of storm and surface waters over and across the lot. The Owner/Developer expressly reserves the right to enter upon each lot for the purpose of resolving or curing drainage issues related to adjacent or nearby lots, including the trimming of trees, shrubs or turf, and the removal of fencing, as necessary. Drainage from each lot shall mimic the drainage pattern established by the grading done per the engineering plans, including the installation of any side yard swales or berms and resulting in no adverse impact to the adjacent lots. The foregoing covenants set forth in this paragraph 1.4 shall be enforceable by any affected lot owner and by the HOA, and Owner/Developer.

1.5 Driveway Access Limitation

Within the boundaries of a Lot designated on the Plat as "Driveway Access Limitation" (D.A.L.), vehicular access to the adjoining public street shall be prohibited.

1.6 Fence, Landscape, and Paving Repair

The owner of each lot shall be responsible for the repair and replacement of any fencing, landscaping, and paving located within the utility easements in the event it is necessary to repair any underground water, sanitary sewer mains, storm sewers, electric, natural gas, telephone, or cable television service. No lot owner shall place any fencing, landscaping, or plant any trees or shrubbery in dedicated utility easements or rights-of-ways which would potentially endanger, threaten, or harm any utilities located within said easements or rights-of-ways. If it is determined that any fencing, landscaping, trees or shrubbery located within said easements or rights-of-way are damaging or endangering utilities in said easements or rights-of-way, the City of Broken Arrow and/or respective utility provider shall have the right to remove said fencing, landscaping, trees or shrubbery upon five (5) days' notice at the lot owner's expense, or within such time the lot owner may remove the same.

1.7 Homeowners' Association

As part of the development of the Subdivision, the Owner/Developer thereof has created or will create as per the Subdivision Regulations for the City of Broken Arrow the Elysian Fields Homeowners' Association, Inc., an Oklahoma not-for-profit corporation, as set forth in the Restrictive Covenants, Conditions, and Restrictions for "ELYSIAN FIELDS." There is to be one Homeowners' Association, for "ELYSIAN FIELDS", even though the property may be platted in phases, and the Owner/Developer hereby reserves the right to add such additional lands/phases/lots to such Association as the Owner/Developer in its sole discretion, may determine.

1.8 Reserve Areas

Reserve areas shall be used for open space, signage, landscaping, walls, fencing, sidewalks, drainage, overland drainage, utilities, parking and ingress and egress and is reserved for subsequent conveyance to the Homeowners' Association to be comprised of the owners of the residential lots within "ELYSIAN FIELDS II", and future phases as determined by the Owner/Developer, as set forth within Section II hereof. All costs and expenses associated with all reserves, including maintenance of various improvements will be the responsibility of the property owner or the Homeowners' Association, as determined by the Owner/Developer.

1.9 Retaining Walls

A retaining wall is a structural wall measuring over 4 feet in height from the top of the leveling course to the top of the wall. Retaining walls will need to be designed by a licensed structural engineer and submitted for review and permitting to the City.

1.10 Restrictive Covenants

Additional covenants and restrictions for "ELYSIAN FIELDS" are filed, as a separate instrument, in the Tulsa County Clerk's office.

1.11 Overland Drainage Easement

1.11.1 Drainage facilities constructed in overland drainage easements shall be in accordance with the adopted standards of the City of Broken Arrow, and plans and specifications approved by the Stormwater Manager of the City of Broken Arrow.

1.11.2 Except as provided herein no fence, wall, building, or other obstruction may be placed or maintained in the overland drainage easement areas, nor shall there be any alteration of the grades or contours in the easement areas unless approved by the Stormwater Manager of the City of Broken Arrow, provided, however, that the planting of turf or single trunk trees having a caliper of not less than two and one-half (2 ½) inches shall not require approval. Split rail, wrought iron, or open fencing will be allowed in the Overland Drainage Easement (OD/E). A solid, opaque fence will need to be approved by the City of Broken Arrow Storm Water Manager or designee. Solid opaque fences in an OD/E, between lots, must be raised 6" off the ground to prevent obstruction to the emergency overland relief swale. Fencing in the OD/E must be reviewed and approved by the stormwater manager or floodplain manager.

1.11.3 All costs and expenses associated with the overland drainage easement areas and facilities located therein, including maintenance of various improvements, will be the responsibility of the Elysian Fields Homeowners' Association to be formed pursuant to Section III (hereinafter referred to as the "Association"), in accordance with the standards prescribed by the City of Broken Arrow. In the event the Association should fail to properly maintain the easement area and facilities located thereon or, in the event of the placement of an obstruction within the easement area, or the alteration of the grade or contour therein, the City of Broken Arrow may enter the easement area and perform maintenance necessary to the achievement of the intended drainage functions and may remove any obstruction or correct any alteration of grade or contour, and the cost thereof shall be paid by the Association. In the event the Association fails to pay the cost of maintenance after completion of the maintenance and receipt of a statement of costs, the City of Broken Arrow may file of record a copy of the statement of costs and thereafter the costs shall be a lien against the Association. A lien established as above provided may be judicially foreclosed.

SECTION II. PLANNED UNIT DEVELOPMENT

WHEREAS, "ELYSIAN FIELDS" was submitted as a planned unit development (entitled PUD No. 306) as provided within Section 6.4 of the Zoning Ordinance of the City of Broken Arrow, Oklahoma (Ordinance No. 2931) as amended and existing on May 5, 2020 (hereinafter the "Broken Arrow Zoning Ordinance"), which PUD No. 306 was approved by the Broken Arrow Planning Commission on April 9, 2020 and approved by the City of Broken Arrow City Council, on May 5, 2020; and WHEREAS, the planned unit development provisions of the Broken Arrow Zoning Ordinance require the establishment of covenants of record, inuring to and enforceable by the City of Broken Arrow, Oklahoma, sufficient to assure the implementation and continued compliance with the approved planned unit development; and

WHEREAS, the Owner/Developer desires to establish restrictions for the purpose of providing for an orderly development and to ensure adequate restrictions for the mutual benefit of the Owner/Developer, its successors and assigns, and the City of Broken Arrow, Oklahoma;

THEREFORE, the Owner/Developer does hereby impose the following restrictions and covenants which shall be covenants running with the land and shall be binding upon the Owner/Developer, its successors and assigns, and shall be enforceable as hereinafter set forth:

2.1 General Standards

The development of "ELYSIAN FIELDS II" shall be subject to the Planned Unit Development provisions of the Broken Arrow Zoning Code as such provisions existed on May 5, 2020.

2.2 Development Standards

2.2.1 Permitted Uses: PUD 306 will be developed in accordance with the Broken Arrow Zoning Ordinance and the Use and Development Regulations of the RS-3 Residential District except as noted herein

2.2.2 Minimum Lot Size:  
- Blocks 1, 2 and 3 6,500 sq. ft.  
- Blocks 4 and 5 7,000 sq. ft.

2.2.3 Minimum Lot Width  
- Blocks 1, 2 and 3 55 feet  
- Blocks 4 and 5 60 feet

2.2.4 Minimum Building Setbacks:  
Front 25 feet  
Minimum Rear Yard 20 feet  
Side 5/5 feet  
Side Yard abutting public street 15 feet\*

\* Restricted access is required on all lots where the building line is less than 25 feet, except garage openings shall be permitted on the side yard abutting a public street if the side yard setback is increased to 20 feet from the 15 feet side yard shown on the plat. Setbacks between building lines shall be offset no more than 10 feet.

2.2.5 Maximum Building Height: 35 feet

2.2.6 Other Bulk and Area Requirements: As established in the RS-3 Zoning District

2.3 Landscaping and Open Space

Landscaping will be provided in accordance with Section 5.2 City of Broken Arrow Zoning Ordinance. All open space reserve areas shall be owned and maintained by the Homeowners' Association. Any landscape material that fails shall be replaced in accordance with the criteria contained in Section 5.2.B.4.d.ii of the Zoning Ordinance. All required fences shall be constructed in accordance with Section 5.2.E of the Zoning Ordinance, with all poles and bracing located on the interior side of the fence. Fencing

plans shall be presented to and approved by the City of Broken Arrow at the same time landscape plans are submitted for review.

2.4 Sidewalks

Sidewalks shall be installed in accordance with the subdivision regulations. Sidewalks shall be constructed by the Owner/Developer in all reserve areas that are adjacent to a street.

2.5 Homeowners' Association

The Elysian Fields Homeowners' Association shall be established subsequent to the filing of the plat and will have as its main objective the maintenance of the reserve/open space areas. Membership in the Elysian Fields Homeowners' Association will be mandatory for all lot owners. Final documents for the Elysian Fields Homeowners' Association will be included in the Deed of Dedication and Restrictive Covenants and will be on file in the Tulsa County Clerk's office, along with the Final Plat, and will include the maintenance agreement and other specific rights and requirements for association members.

SECTION III. HOMEOWNERS' ASSOCIATION

3.1 Formation

The Owner/Developer has formed or shall be caused to be formed, an association of owners of lots within the subdivision, which shall be named "Elysian Fields Homeowners' Association, Inc.", an Oklahoma not for profit corporation (the "Association") for the general purposes of the maintenance and ownership of the Common Areas and to enhance the desirability and attractiveness of the Subdivision. The Owner/Developer will control the Association until such time that it is turned over to the Homeowners. Every record owner of a fee interest in a lot in the subdivision shall be a member of the Association and such membership shall be appurtenant to and may not be separated from ownership of a lot. The acceptance of a deed to a lot shall constitute acceptance of membership in the Association. All members of the Association covenant and agree to pay to the Association an annual assessment established by the Association which shall be no less than the minimum amount necessary to adequately maintain and support all common areas of interest, including, without limitation, all reserve areas, and common areas as designated on the plat provided, however, no assessment shall be made or attach to any Lot owned by the Owner/Developer.

3.2 Maintenance

Reserve Areas: The owner of the property associated with the Reserve Areas shall be responsible for the maintenance of improvements and landscaping within all reserve areas designated on the plat and the reserve areas are reserved for subsequent conveyance to the Association.

SECTION IV.

ENFORCEMENT, DURATION, AMENDMENT, AND SEVERABILITY

4.1 Enforcement

The restrictions herein set forth shall run with the land and shall be binding upon the Owner/Developer, its successors and assigns. Within the provisions of SECTION I. STREETS, EASEMENTS AND UTILITIES, are set forth certain covenants and the enforcement rights pertaining thereto, and whether or not therein so stated the covenants within Section I, shall inure to the benefit of and be enforceable by the City of Broken Arrow, Oklahoma.

4.2 Duration

These restrictions shall remain in full force and effect until 40 years from the date of filing this plat of record, and thereafter shall automatically be continued for successive periods of 10 years, unless terminated or amended as hereinafter provided.

4.3 Amendment

The covenants contained within SECTION I. STREETS, EASEMENTS AND UTILITIES, may be amended or terminated at any time by written instrument signed and acknowledged by the owners of the affected lot or parcel and by the Broken Arrow Planning Commission or its successors with the approval of the City of Broken Arrow, Oklahoma. All other covenants may be amended by the Owner/Developer unilaterally, in its sole discretion, for so long as the Owner/Developer owns a lot in the Subdivision or a later adjacent subdivision known as "ELYSIAN FIELDS III or IV", or as may be further expanded; and, thereafter, at any time by an instrument in writing signed by the owners of at least sixty percent (60 %) of all lots in the Subdivision; providing, however, that until the Owner/Developer has sold all lots in the Subdivision, the Owner/Developer reserves the right to amend any of the covenants contained herein without the consent of the other owners if such amendment, in the sole opinion and discretion of the Owner/Developer, is necessary for the development and sale of the lots in the Subdivision. In this Section 4.3, the term "the Subdivision" shall explicitly mean the Plat of "ELYSIAN FIELDS II."

4.4 Severability

Invalidation of any restriction set forth herein, or any part thereof, by an order, judgment, or decree of any court, or otherwise, shall not invalidate or affect any of the other restrictions of any part hereof as set forth herein, which shall remain in full force and effect.

4.5 Lot owner's Responsibilities

The respective lot owner of each dwelling and said lot owner's builder shall be responsible for all structure design, geotechnical design, foundation design, grading, drainage, and all other structural aspects of the dwelling independent of the Owner/Developer and the Owner/Developer's engineer. The respective lot owner of each dwelling and the lot owner's builder shall be responsible for determining the proper finish floor elevation of the respective dwelling. The finished floor elevation shall be determined relative to, but not limited to: roadways, areas of higher elevations, borrow ditches, culvert pipes, elevation of adjacent lots, etc. It is the dwelling owner's responsibility to prepare the finished grade of each individual home site so as to ensure that storm water is properly managed around the perimeter of the subject home. Said lot owner and its builder shall construct the dwelling in accordance with the municipal, county and state building codes that are customarily applicable in this region to such construction.

IN WITNESS WHEREOF, the undersigned Owner/Developer, has executed this instrument this \_\_\_\_ day of \_\_\_\_\_, 2025.

Elysian Fields Development Company, L.L.C.  
an Oklahoma limited liability company

By: David E. Chamey, President of  
Chamey Properties, Inc., as Manager of Elysian  
Fields Development Company, L.L.C.

State of Oklahoma )  
County of Tulsa ) s.s.

Subscribed and sworn before me, a Notary Public, this \_\_\_\_ day of \_\_\_\_\_,  
2025, by David E. Chamey, Manager of Elysian Fields Development Company, L.L.C.

Notary Public

CERTIFICATE OF SURVEY

I, David W. Murdoch, of Tulsa Engineering & Planning Associates, Inc., a professional land surveyor registered in the State of Oklahoma, hereby certify that I have carefully and accurately surveyed, subdivided, and platted the tract of land described above, and that the accompanying plat designated herein as "ELYSIAN FIELDS II", a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma, is a representation of the survey made on the ground using generally accepted land surveying practices and meets or exceeds the Oklahoma Minimum Standards for the Practice of Land Surveying as adopted.

Executed this \_\_\_\_ day of \_\_\_\_\_, 2025.

David W. Murdoch  
Registered Professional Land Surveyor  
Oklahoma No. 1404

State of Oklahoma )  
County of Tulsa ) s.s.

The foregoing Certificate of Survey was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025, by David W. Murdoch

Jack Taber, Notary Public

APPROVED \_\_\_\_\_ by the City  
Council of the City of Broken Arrow,  
Oklahoma.

Mayor

Attest: City Clerk

ELYSIAN FIELDS II

Date of Preparation: March 25, 2025

Sheet 2 of 2





# City of Broken Arrow

## Request for Action

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**File #: 25-679, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of SP-002108-2025, Ian's Auto Service, CH (Commercial Heavy), one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street)

**Background:**

SP-002108-2025 is a request for a Specific Use Permit to allow up to 10% major vehicle repair on property located one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street). The property has been platted as Lot 5 Block 1 of Lynn Lane Business Park II and is zoned CH (Commercial Heavy).

Minor vehicle service and repair is an allowed use by right in the CH zoning district. The definition of minor repair is shown below.

- g. Vehicle Service and Repair, Minor**  
An establishment engaged in light maintenance activities such as engine tune-ups; oil change or lubrication; carburetor cleaning; muffler replacement; brake repair; tire shops; and detailing and polishing. Vehicle parts are sold and are ordinarily installed on the premises. Major automotive repairs are prohibited except where specifically permitted by terms of a specific use approval.

According to the applicant, some of the repair activities that take place on the property fall within the definition of major repair, shown below.

- f. Vehicle Service and Repair, Major**  
An establishment engaged in the major repair and maintenance of automobiles, motorcycles, trucks, vans, trailers, recreational vehicles, boats, mobile homes, or snowmobiles. Services include engine, transmission, or differential repair or replacement; body, fender, or upholstery work; and painting.

In order to bring this property into compliance, Staff has recommended that the Applicant apply for a specific use permit to allow up to 10% of the activity on the site to fall under the definition of major automotive repairs. Allowances for major vehicle service and repairs are permitted by the zoning ordinance. In addition, the surrounding land uses are compatible with these uses, with property zoned IL, located directly behind the subject tract. Major vehicle service and repair is a permitted use in IL.

SP-002108-2025 was heard by Planning Commission on May 8, 2025. There were no public comments on this item, and Planning Commission recommended approval with a 4-0 vote, per staff recommendation.



**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Director of Community Development

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

**Attachments:** Published Planning Commission Staff report  
Case Map  
Aerial photo  
Comprehensive Plan Map

**Recommendation:**

Approve SP-002108-2025 per Planning Commission and Staff recommendation.





# City of Broken Arrow

## Request for Action

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**File #:** 25-646, **Version:** 1

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**Broken Arrow Planning Commission**  
**05-08-2025**

**To:** Chair and Commission Members  
**From:** Community Development Department  
**Title:**

Public hearing, consideration, and possible action regarding SP-002108-2025, Ian's Auto Service, CH (Commercial Heavy), one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street)

**Background:**

**Applicant:** Jacob Davis

**Owner:** Jacob Davis, Ian's Auto Service

**Developer:** Jacob Davis, Ian's Auto Service

**Architect:** NA

**Location:** One-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street)

**Size of Tract:** 0.85 acres

**Number of Lots:** 1

**Present Zoning:** CH (Commercial Heavy)

**Comp Plan:** Level 4 (Commercial/Employment Nodes)

SP-002108-2025 is a request for a Specific Use Permit to allow up to 10% major vehicle repair on property located one-quarter mile north of Houston Street (81st Street), east of Lynn Lane Road (9th Street). The property has been platted as Lot 5 Block 1 of Lynn Lane Business Park II and is zoned CH (Commercial Heavy).

Minor vehicle service and repair is an allowed use by right in the CH zoning district. The definition of minor repair is shown below.

- g. Vehicle Service and Repair, Minor**  
An establishment engaged in light maintenance activities such as engine tune-ups; oil change or lubrication; carburetor cleaning; muffler replacement; brake repair; tire shops; and detailing and polishing. Vehicle parts are sold and are ordinarily installed on the premises. Major automotive repairs are prohibited except where specifically permitted by terms of a specific use approval.



According to the applicant, some of the repair activities that take place on the property fall within the definition of major repair, shown below.

**f. Vehicle Service and Repair, Major**

An establishment engaged in the major repair and maintenance of automobiles, motorcycles, trucks, vans, trailers, recreational vehicles, boats, mobile homes, or snowmobiles. Services include engine, transmission, or differential repair or replacement; body, fender, or upholstery work; and painting.

In order to bring this property into compliance, Staff has recommended that the Applicant apply for a specific use permit to allow up to 10% of the activity on the site to fall under the definition of major automotive repairs. Allowances for major vehicle service and repairs are permitted by the zoning ordinance. In addition, the surrounding land uses are compatible with these uses, with property zoned IL, located directly behind the subject tract. Major vehicle service and repair is a permitted use in IL.

**SURROUNDING LAND USES/ZONING/COMPREHENSIVE PLAN**

The surrounding properties contain the following uses, along with the following development guide and zoning designations:

Location	Development Guide	Zoning	Land Use
North	Level 6	CH	Commercial
East	Level 6	IL	Industrial Light
South	Level 6	CH	Commercial
West	Public/Semi-Public	R-2	BA Options Academy

According to Section 6.5.C.8 of the Zoning Ordinance, a Specific Use Permit can be approved only if the City Council finds that all of the following criteria have been met:

- a. The proposed use is consistent with the comprehensive plan and all applicable provisions of this Ordinance and applicable state and federal regulations;
- b. The proposed use is consistent with the purpose and intent of the zoning district in which it is located;
- c. The proposed use is consistent with any applicable Specific Use Permit standards set forth in Section 3.2, *Specific Use Permit Standards*;
- d. The proposed use is compatible with adjacent uses in terms of scale, site design, and operating characteristics (hours of operation, traffic generation, lighting, noise, odor, dust, and other external impacts);
- e. Any significant adverse impacts anticipated to result from the use will be mitigated or offset to the maximum extent practicable;
- f. Facilities and services (including sewage and waste disposal, water, gas, electricity, police and fire protection, and roads and transportation, as applicable) will be available to serve the subject property while maintaining adequate levels of service for existing development;



g. Adequate assurances of continuing maintenance have been provided.

In Staff's opinion, SP-002108-2025 is consistent with the above criteria.

**Attachments:** Case map  
Aerial photo  
Comprehensive Plan

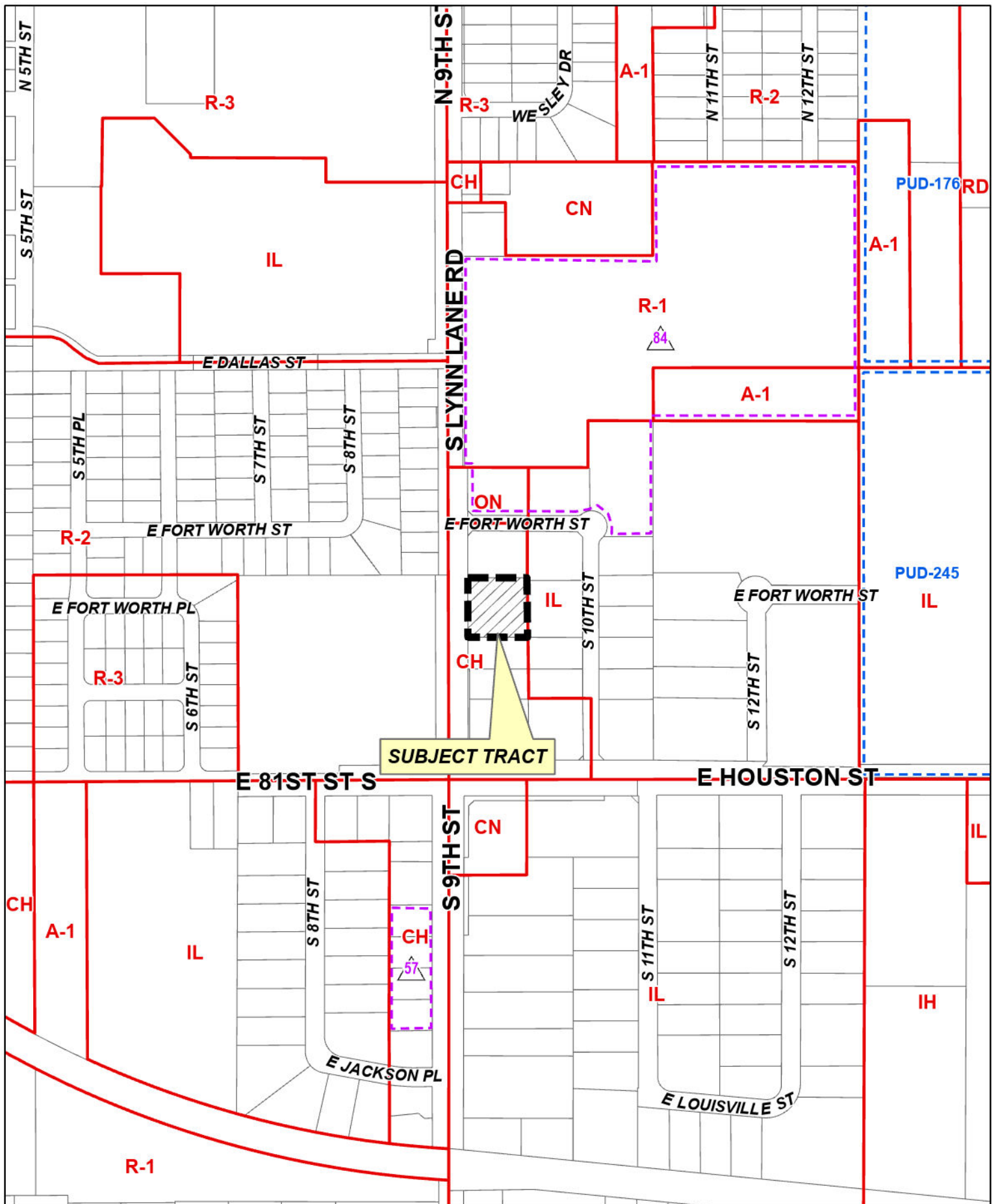
**Recommendation:**

Based on the Comprehensive Plan, the surrounding land uses, the location of the property, and requirements of the Zoning Ordinance, Staff recommends SP-002108-2025 be approved

**Reviewed By: Amanda Yamaguchi**

**Approved By: Rocky Henkel**



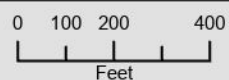


300' Radius



Subject  
Tract

**SP-002108-2025**



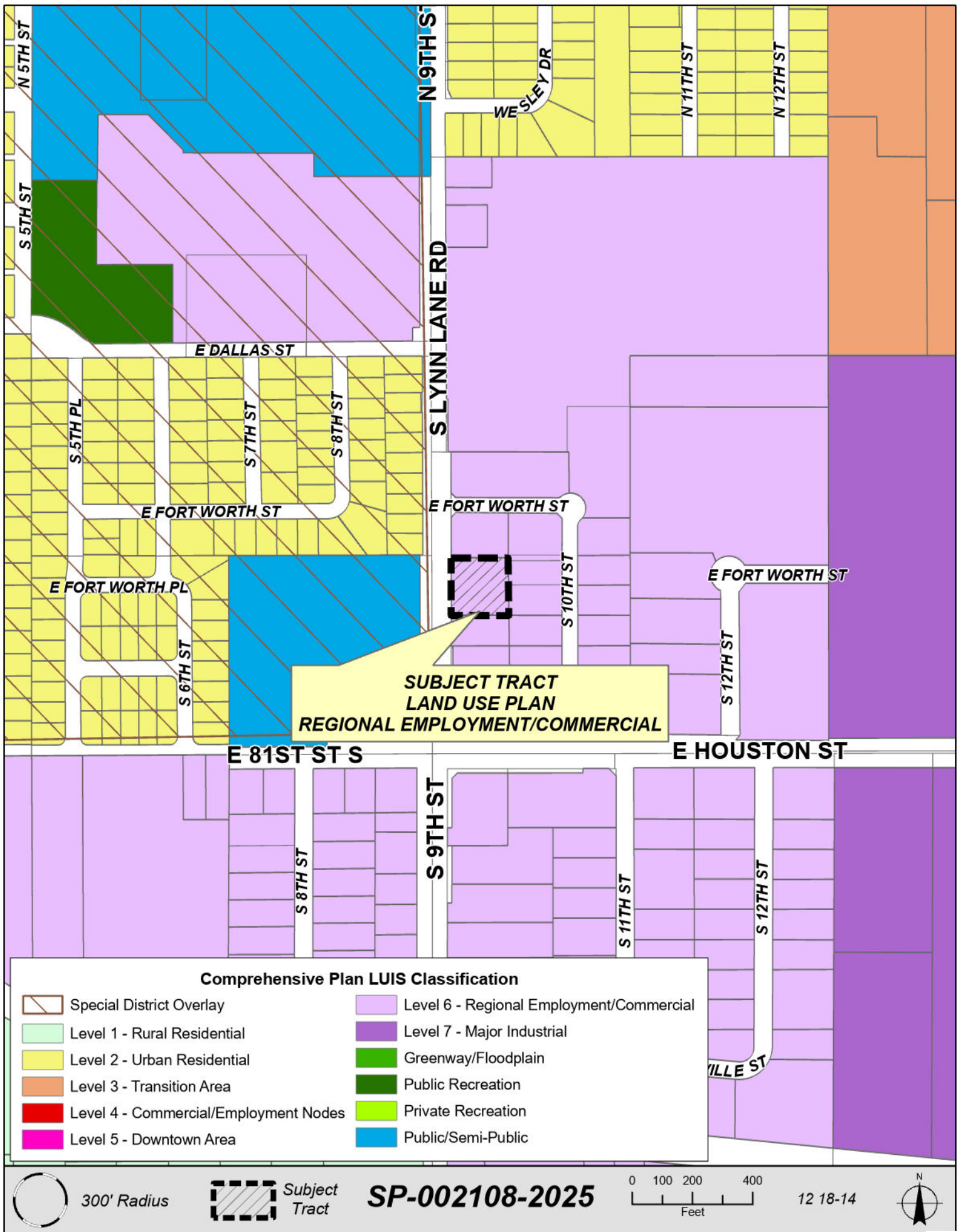
12 18-14















# City of Broken Arrow

## Request for Action

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**File #: 25-790, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Approval of and authorization to execute Resolution No. 1668, a Resolution of Necessity to Condemn Property located at 520 East Washington Street, Broken Arrow, OK 74012, located in Section 14, Township 18 North, Range 14 East of the Indian Meridian, Tulsa County, Oklahoma, for the: 9th Street Widening: Houston to Washington, Parcel 4.0 (Project No. ST2027)

**Background:**

The City of Broken Arrow's Right-of-Way Agent contacted James Steven Fulps and Vicki Rae Fulps Barnett, Personal Representatives of the Estates of the property owners, J.W. Fulps, L.A. Fulps and Paul F. Fulps, in relation to the acquisition of a parcel of land for the 9th Street Widening: Houston to Washington. The Representatives did not accept the City's offer. No counteroffer was made by the Representatives.

The City's Right-of-Way Agent has attempted unsuccessfully to negotiate with the Representatives on Parcel 4.0 located at 520 East Washington Street, Broken Arrow, OK 74012, Section 14 Township 18 North, Range 14 East. The attached Resolution of Necessity No. 1668 recommends that condemnation proceed on Parcel 4.0, for the described parcel.

**Cost:** \$98,300.00 plus costs

**Funding Source:** 2018 GO Bond

**Requested By:** Charlie Bright, P.E., Director of Engineering & Construction

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

**Attachments:** Resolution No. 1668  
Right of Way Agent's Log

**Recommendation:**

Approve Resolution No. 1668 and authorize its execution.



## **RESOLUTION NO. 1668**

**A RESOLUTION OF NECESSITY TO CONDEMN PROPERTY GENERALLY LOCATED AT THE NORTHEAST CORNER OF SOUTH LYNN LANE ROAD AND WASHINGTON STREET IN BROKEN ARROW, OKLAHOMA, LOCATED IN SECTION 14, TOWNSHIP 18 NORTH, RANGE 14 EAST OF THE INDIAN MERIDIAN, TULSA COUNTY, OKLAHOMA, FOR THE 9<sup>TH</sup> STREET WIDENING: HOUSTON TO WASHINGTON, PARCEL 4.0 (PROJECT NO. ST2027)**

**WHEREAS**, James Steven Fulps, as Personal Representative of the Estates of J. W. Fulps and L.A. Fulps, and Vicki Rae Fulps Barnett a/k/a Vicki Rae Barnett, as Personal Representative of the Estate of Paul F. Fulps, own or otherwise claim some interest in certain real property identified as Parcel 4.0, generally located at the Northwest corner of South Lynn Lane Road and Washington Street in Broken Arrow, OK 74011 in Section 14, Township 18 North, Range 14 East of the Indian Meridian, Tulsa County, Oklahoma; and

**WHEREAS**, The Broken Arrow City Council desires to acquire the parcel for the public purpose of the 9<sup>th</sup> Street Widening: Houston to Washington; and

**WHEREAS**, the real property is legally described as follows:

**PARCEL 4.0**  
**PERMANENT RIGHT-OF-WAY:**

A parcel of land lying in the Southeast Quarter of Section Fourteen, Township 18 North, Range 14 East, City of Broken Arrow, Tulsa County, State of Oklahoma, said parcel being more particularly described as follows:

Commencing at the Southeast Corner of said Section 14; thence a distance of 24.75 feet, on a bearing of North 01°17'37" West (being the basis of bearings for this description) along the East line of said Southeast Quarter; thence a distance of 24.75 feet, on a bearing of South 88°37'01" West to a point on the present Northerly right-of-way line for East Washington Street same being a line 24.75 feet North of and parallel with the South line of said Southeast Quarter as well as the point of beginning; thence South 88°37'01" West along said present Northerly right-of-way line and parallel line, a distance of 515.25 feet; thence North 01°17'39" West, a distance of 25.25 feet to a point on a line being 50.00 feet North of and parallel with the South line of said Southeast Quarter; thence North 88°37'01" East along said parallel line, a distance of 163.92 feet; thence North 58°45'04" East, a distance of 30.12 feet to a point on a line being 65.00 feet North of and parallel with the South line of said Southeast Quarter; thence North 88°37'01" East along said parallel line, a distance of 259.94 feet; thence North 43°42'21" East, a distance of 35.41 feet to a point on a line being 65.00 feet West of and parallel with the East line of said Southeast Quarter; thence North 01°17'37" West along said parallel line, a distance of 152.22 feet; thence North 88°42'23" East, a distance of 40.25 feet to a point on the present Westerly right-of-way line for South 9<sup>th</sup> Street same being a line 24.75 feet West of and parallel with the East line of said Southeast Quarter; thence South 01°17'37" East along said Westerly right-of-way and parallel line, a distance of 217.41 feet to the point of beginning.



**WHEREAS**, the parties hereto have duly entered negotiations for the voluntary purchase the full parcel fee simple, but the negotiations have not been successful; and

**WHEREAS**, the City is prepared and will tender the full amount of the Commissioners' Award prior to entering into possession.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Broken Arrow, Oklahoma that condemnation is necessary taking for a public purpose to allow for the 9<sup>th</sup> Street Widening - Houston to Washington project;

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Attorney is authorized to initiate a condemnation action.

This Resolution is approved in open meeting by the City Council of the City of Broken Arrow on this 2nd day of June, 2025.

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Mayor

ATTEST:

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City Clerk

APPROVED AS TO FORM:

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Assistant City Attorney



## RIGHT OF WAY AGENT'S LOG

**PROPERTY LOCATION:**

520 East Washington Street  
Broken Arrow, OK 74012  
Tulsa County Assessor's Parcel No. 98414841430990  
Part of the Southeast Quarter  
**Section 14 Township 18 North, Range 14 East**

**PARCEL NO:** 4.0**PROJECT NO:** ST2027**COUNTY:** TULSA**UNSECURED****OWNER/ ADDRESS/TELEPHONE/EMAIL:**

James 'Steven' Fulps, Personal Representative of the  
Estates of J. W. Fulps and L.A. Fulps  
P.O. BOX 773, BROKEN ARROW, OK 74013  
Steve: 918.636.6624 (cell) or 918.251.2504  
abatment2@aol.com

**PROPERTY DIRECTIONS:**

The property is located at the northwest  
corner of Washington Street and 9<sup>th</sup> Street

**AND**

Vicki Rae Fulps Barnett a/k/a Vicki Rae Barnett,  
Personal Representative of the Estate of Paul F. Fulps  
1301 East Reno Street, Broken Arrow, OK 74012  
Vicki: 918.269.1404  
ldalebarnett49@gmail.com

**AUTHORIZED NEGOTIATION AMOUNT:**

	<b>Original</b>	<b>Revised</b>	<b><u>OFFER</u></b>	<b><u>AMOUNT</u></b>
Perm ROW P-4.0	25,529.00 SF	N/A	@\$3.85/SF	\$98,300.00
IMPROVEMENTS:				
None				
DAMAGES:				
None				
<b>JUST COMPENSATION TOTAL:</b>	<b>\$98,300.00</b>			

**REPORT OF ALL CONTACTS:****08/27/2024**

An introduction letter was sent to the property owner of record (per Assessor's Office) with information on the upcoming project along with detailed exhibit pages and an owner contact information page to be filled out and returned in a self-addressed-stamped-envelope. AO

**09/03//2024**

USPS Certified mail receipt for delivery 70191120000022743760

**09/17//2024**

Re-sent Intro Docs. AO



**10/01//2024**

Contact information was received from SF via USPS. Title report requested from JF. AO

**10/02//2024**

Emailed SF for clarification on property ownership/signatories-J.W. Fulps and Paul Fulps are both deceased. SF replied he is the signer for L.A. Fulps (a spouse of deceased). Requested Letters for L.A. Fulps and J.W. Fulps. AO

**10/08//2024**

Follow-up email was sent to SF to request Letters Testamentary so that the offer letter can be sent. AO

**10/09//2024**

SF emailed Letters for James W. Fulps . Requested additional Letters needed for Paul F and L.A. Fulps. SF replied 'Wanda' 'L.A.' and 'Wanda Lea (Ahrend) Fulps' are his mother's aliases and provided her death certificate. SF notified AO that Paul F. Fulps is his uncle and Paul's heirs are Vicki Fulps Barnett and Kendra Thompson who he'd notified about the acquisition. SF provided email address for VB. AO

**10/11//2024**

Emailed VB to share project information and request Letters for Paul F. Fulps. AO

**10/21//2024**

Emailed SF to request phone number for VB due to no response to email sent. Ten minutes later received email from DB advising they were waiting for answers from their attorney for issues with Paul Fulps' will and probate. AO

**10/11//2024**

Emailed DB to request status of probate for Paul Fulps. AO

**12/03//2024**

Emailed DB to request status of probate for Paul Fulps. Received reply that lawyer was working on it. AO

**01/14//2025**

Letters Testamentary received from SF for Paul Fulps. AO

**01/17//2025**

Offer letters mailed to SF and VB via Certified Mail.

**01/22//2025**

USPS Certified mail receipt for delivery to VB 9589071052701810784330.

**01/23//2025**

USPS Certified mail receipt for delivery to SF 9589071052701810784323.

**02/04//2025**

Emailed SF and DB to check for decision on Offer. SF emailed AO that he would be representing the family on this matter (confirmed by DB) and they declined the offer. AO

**02/05//2025**

Emailed SF the appraisal copy: the offered amount is based on the appraisal received. AO



**02/24//2025**

Emailed SF to ask if a second appraisal would be obtained for the City to consider in its Offer. AO

**02/28//2025**

SF emailed that they would have an appraisal done. Requested that he advise when ordered. AO

**03/12//2025**

Emailed SF to check status on appraisal. SF replied 2-3 weeks was estimated to receive appraisal. AO

**04/03//2025**

Emailed SF to ask if appraisal has been received and he said he'd let me know. AO

**04/04//2025**

Negotiations for acquisition were deferred to City Director(s). AO

**04/21/2025**

LP met with CB, RH and NS for discussions on zoning and future development of the full parcel and possible driveway location on the south side of the property. LP requested that the City do a full take for the whole parcel due to concerns of the remainder parcel being undevelopable if the right-of-way was taken; LP was informed that if the property were to be developed, the right-of-way would be required to be dedicated during platting. LP requested 'fee-in-lieu of' for future detention and was informed that on-site detention would be required, which may be allowable in a future parking lot area. CB made a verbal offer for the right-of-way property-matching the highest amount paid for a previous acquisition at that intersection, located at the southwest corner of South Lynn Lane and Washington Street. AO

**05/14/2025**

LP notified CB that the second offer was lower than what other parcel owners were paid for property at this intersection. CB provided RFAs and accepted offers to LP for the three right-of-way parcels on the other corners at that intersection, as confirmation that the second offer was in line with offers for the other three corners. AO

**05/29/2025**

LP notified CB that the second offer was too low and declined to accept. CB notified LP that the City would be beginning the condemnation process. LP stated he would notify the property owner.

**LEGEND:**

AO – Amy O’Laughlin, Right of Way Agent for the City of Broken Arrow, Oklahoma

SF – James Steven Fulps – Property Owner ½ interest

VB – Vicki Barnett – Property Owner ½ interest

DB – L. Dale Barnett – Spouse of Vicki Barnett

JF – Joe Francis, Attorney, Kivell, Rayment and Francis, P.C.

CB – Charlie Bright, P.E., Engineering and Construction Director

NS – Norman Stephens, Assistant Cit Manager-Administration

RH – Rocky Henkel, Community Development Director

LP – Larry Pennington, Agent for property owners





# City of Broken Arrow

## Request for Action

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**File #: 25-767, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Acceptance of a Deed of Dedication from OakTrust Development, LLC, an Oklahoma Limited Liability Company, for property consisting of 3.1215 Acres of overland drainage and detention easement, located near 5601 South Aspen Avenue in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 34, Township 18 North, Range 14 East, Tulsa County, Oklahoma, for the OakTrust Project

**Background:**

The attached Deed of Dedication is from OakTrust Development, LLC, an Oklahoma Limited Liability Company, the owner. The property consists of 3.1215 Acres of overland drainage and detention easement, located near 5601 South Aspen Avenue in Broken Arrow, Oklahoma, in the Southwest Quarter of Section 34, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma. The property has a detention facility located within its boundaries. This facility will serve as a part of the regional detention required from this development and Hackberry Market Development, approximately 36 acres immediately south of the turnpike. This donation is for the Oak Trust Project, subject to City Council approval:

The Deed of Dedication is attached.

**Cost:** \$0.00

**Funding Source:** N/A

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

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

**Attachments:** Deed of Dedication

**Recommendation:**

Accept the Deed of Dedication



## DEED OF DEDICATION

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, the owner of the legal and equitable title to the following described real estate situated in the City of Broken Arrow, Tulsa County, Oklahoma, for and in consideration of the sum of One Dollar (\$1.00), cash in hand, paid by the City of Broken Arrow, Oklahoma and other good and valuable consideration, receipt of which is hereby acknowledged, does hereby dedicate to the City of Broken Arrow for the benefit of the public, forever, the following described property, to wit:

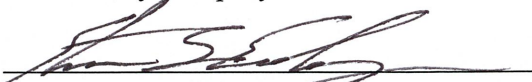
All of Reserve "B" of REPLAT OF LOT 4 OF BLOCK 2 AND RESERVE 'B' OF ASPEN RIDGE BUSINESS PARK, an Addition to the City of Broken Arrow, Tulsa County, State of Oklahoma, according to the plat recorded on 02/07/2024 as Document No. 7123.

Together with all the improvements thereon and appurtenances thereunto belonging.

TO HAVE TO HOLD such property unto the City of Broken Arrow, Oklahoma, a municipal corporation, its successors and assigns, forever.

DATED this 23 day of MAY, 2025.

Oaktrust Development, LLC, an Oklahoma  
Limited Liability Company

BY:   
Steven S. Easley, Manager

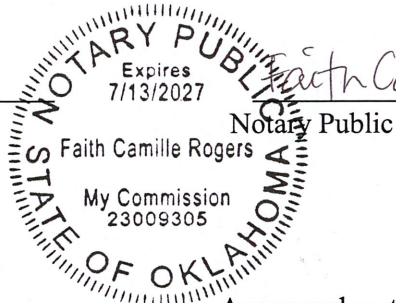


State of OKLAHOMA)  
County of TULSA) §.

Before me, the undersigned, a Notary Public within and for said County and State, on the 23<sup>RD</sup> day of MAY, 2025 personally appeared Steven S. Easley, as Manager of Oaktrust Development LLC, an Oklahoma Limited Liability Company, to me known to be the identical person who executed the within and foregoing instrument in writing and acknowledged to me that he executed the same as his free and voluntary act and deed for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

My Commission Expires: 7-13-2027



Approved as to Form:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

A handwritten signature in black ink, appearing to be "Jm" followed by a flourish.

Assistant City Attorney

Approved as to Substance:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

Michael L. Spurgeon, City Manager

Attest:

Engineer: RTG Checked: 5/28/25

City Clerk





# City of Broken Arrow

## Request for Action

---

**File #: 25-559, Version: 1**

---

**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Acceptance of a Detention Easement from RoseWood Village Development, LLC on property located approximately one-quarter mile north of Houston Street (81st Street) one-eighth mile east of Aspen Avenue (145th East Avenue), shown as Exhibit A (Section 10, T18N, R14E) (EASE-002077-2025)

**Background:**

RoseWood Village Development, LLC is dedicating a detention easement for the proposed development of RoseWood Village. The plans for this development are currently under review by Staff. This detention easement is a requirement of the engineering review.

Staff has reviewed the documents and recommends acceptance of the detention easement dedication.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Community Development Director

**Approved By:** City Manager Office

**Attachments:** Detention Easement Dedication  
Exhibit A

**Recommendation:**

Accept the detention easement.



## **DETENTION EASEMENT**

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, RoseWood Village Development, L.L.C., an Oklahoma limited liability company, the owner(s) of the legal and equitable title to the following described real estate situated in the City of Broken Arrow, Tulsa County, Oklahoma, for and in consideration of the sum of Ten Dollars (\$10.00), cash in hand, paid by the City of Broken Arrow, Oklahoma and other good and valuable considerations, receipt of which are hereby acknowledged, do(es) hereby dedicate to the public, forever, the following described property, to wit:

See Attached Exhibit 'A'

with right of ingress and egress to and from the same, for the purpose of constructing, maintaining, operating, and replacing stormwater detention facilities and appurtenances.

The Detention Facility shall be maintained by the RoseWood Homeowners' Association or their assigns to the extent necessary to achieve the intended drainage, and detention functions including repair of appurtenances, removal of obstructions and siltation, and customary grounds maintenance within the Detention Facility. In the event the RoseWood Homeowners' Association should fail to properly maintain the Detention Facility thereon located as above provided, the City of Broken Arrow, or its designated contractor, may enter the Detention Facility and perform such maintenance, and the cost thereof shall be paid by the Property Owner.

The City is hereby given and granted the exclusive possession of said above described premises for the purposes aforesaid, and grantor(s), for him/her and their heirs, administrators, successors and assigns, covenant(s) and agree(s) that no building, structure, wall or other above ground obstruction will be placed, erected, installed or permitted upon the above described land; the stormwater detention facilities and appurtenances located thereon shall be maintained and kept clear of debris by the grantor(s), and further covenant(s) and agree(s) that in the event the terms of this paragraph are violated by the grantor(s) or any person in privy with them, such violation will be promptly corrected and eliminated immediately upon receipt of notice from City or City shall have right to remove or otherwise eliminate such violation, and grantor(s), his/her heirs, administrators, successors and assigns, shall promptly pay the actual cost thereof.



TO HAVE AND TO HOLD such easement and right of way unto the City of Broken Arrow, Oklahoma, its successors and assigns forever.

DATED this 21<sup>st</sup> day of MAY, 2025

RoseWood Village Development L.L.C.,  
an Oklahoma limited liability company

  
PAUL THOMAS HOMAN, Jr, Manager

State of Oklahoma       )  
                                      )SS.  
County of Tulsa        )

Before me, the undersigned Notary Public, in and for said County and State, on this 21<sup>st</sup> day of MAY, 2025, personally appeared PAUL THOMAS HOMAN, Jr, as Manager of RoseWood Village Development LLC, known to me to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he executed the same as his and voluntary act and deed for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year last above written.

My Commission expires: MAY 31, 2028

  
Notary Public



Approved as to Form:

Approved as to Substance:

\_\_\_\_\_  
Asst. City Attorney

\_\_\_\_\_  
Mayor

Engineer: \_\_\_\_\_ checked: \_\_\_\_\_

Project: \_\_\_\_\_



## 415



Sheet 1 of 2



# Exhibit "A"

## Legal Description

A tract of land being a part of Reserve "A" of Creekridge Park, a subdivision in the City of Broken Arrow, Tulsa County, State of Oklahoma, Plat No. 5732, as filed in the office of the Tulsa County Clerk, being more particularly described as follows:

Beginning at the southeast corner of Lot 3, Block 1 of said Plat No. 5732;

Thence S 42°47'15" W a distance of 269.55 feet;

Thence N 64°19'19" W a distance of 100.00 feet;

Thence N 14°36'00" W a distance of 100.00 feet;

Thence N 05°31'02" E a distance of 45.00 feet;

Thence N 52°17'27" W a distance of 90.00 feet to a point on the easterly line of Lot 2, Block 1 of said Plat No. 5732;

Thence N 33°11'21" E, along said easterly line, a distance of 29.69 feet;

Thence N 82°19'34" E, continuing along said easterly line, a distance of 24.71 feet to a point on the southerly line of said Lot 3;

Thence S 62°53'30" E, along said southerly line, a distance of 195.43 feet;

Thence N 82°53'30" E, continuing along said southerly line, a distance of 151.76 feet to the "Point of Beginning".

Said tract contains 41,099 square feet or 0.9435 acres.

## Certificate

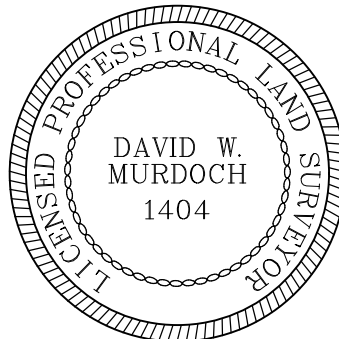
I, David W. Murdoch, of Tulsa Engineering & Planning Associates, Inc. and a Professional Land Surveyor registered in the State of Oklahoma, hereby certify that the foregoing legal description closes in accord with existing records and is a true representation of the real property as described and meets or exceeds the "Minimum Standards for Property Descriptions" as adopted by the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors.



David W. Murdoch, P.L.S.  
2024.12.12 10:10:50 -06'00'

David W. Murdoch, P.L.S. No. 1404

E-mail: d.murdoch@tulsaengineering.com  
Telephone: (918) 252-9621



## DETENTION EASEMENT



Tulsa Engineering & Planning Associates  
9810 E. 42nd Street, Suite 100 Tulsa, Oklahoma 74146  
Phone: 918-252-9621 Fax: 918-340-5999  
Civil Engineering, Land Surveying, Land Planning

Certificate of Authorization No. CA 531 PE/LS Renewal Date June 30, 2025

Job No: 22-019  
Scale: N/A  
Date: 12/12/2024

Sheet 2 of 2





# City of Broken Arrow

## Request for Action

---

**File #: 25-749, Version: 1**

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**Broken Arrow City Council**  
**Meeting of: 06-02-2025**

**Title:**

Acceptance of a Utility Easement consisting of 13.28 square feet from Ruby M. Drake Family, LLC, an Oklahoma Limited Liability Company and Eldon L. Drake Family, LLC, an Oklahoma Limited Liability Company, on property located at 4516 South 9th Street in Broken Arrow, Oklahoma, located in the Southeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma for the 9th Street, Waco Street to Florence Street & Florence Street, Elm Place to Ash Drive, Parcel 8.0 (Project No. WL23080)

**Background:**

The attached Utility Easement is being conveyed to the City of Broken Arrow from Ruby M. Drake Family, LLC, an Oklahoma Limited Liability Company and Eldon L. Drake Family, LLC, an Oklahoma Limited Liability Company, the owners. Parcel 8.0 consists of 13.28 square feet of utility easement and is for the 9th Street, Waco Street to Florence Street & Florence Street, Elm Place to Ash Drive, located in the Southeast Quarter of Section 26, Township 18 North, Range 14 East, Tulsa County, State of Oklahoma

A copy of the Utility Easement is attached.

**Cost:** \$20.00

**Funding Source:** OWRB Loan

**Requested By:** Charlie Bright, P.E., Director of Engineering and Construction

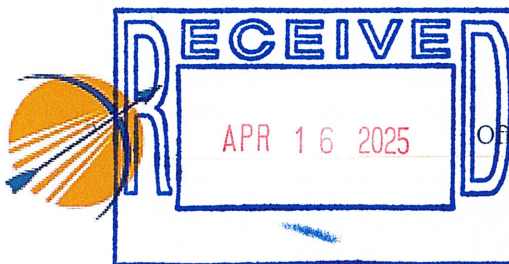
**Approved By:** City Manager's Office

**Attachments:** Acceptance Letter  
Affidavit  
Conditions and Request for Payment  
Utility Easement

**Recommendation:**

Accept the Utility Easement.





RUBY M DRAKE FAMILY, LLC &  
ELDON L DRAKE JR. FAMILY, LLC  
4516 S 9<sup>th</sup> ST  
BROKEN ARROW , OK 74011

February 25, 2024

**RE: WL23080 24" WATERLINE 9TH STREET-WACO STREET TO FLORENCE  
STREET and FLORENCE STREET-ELM PLACE TO ASH DRIVE**

**PROJECT NO. WL23080    PARCEL NO. 8**

**PROPERTY LOCATION: 4516 SOUTH 8<sup>th</sup> STREET, BROKEN ARROW, OK 74011**

Mr. & Mrs. Drake,

The City of Broken Arrow has completed the design phase and is beginning the easement acquisition phase on the above-named project. With a fair market value for the portion to be acquired now complete, the City is able to place a fair market value on the acquisitions and make an offer to you. The following offer is made by the City, subject to City Council approval:

Perpetual Utility Easement: 13.28 SF @ \$1.56/SF x 75% = \$16.00

Total Just Compensation Amount (Rounded) = \$20.00

By your signature on this letter, you have accepted the City's offer of \$20.00. Please return this document in the enclosed self-addressed stamped envelope for further processing. You can donate the portion of your property affected by returning the Donation Certificate in the envelope provided.

If you have any questions about this offer, please contact a Right-of-Way Agent:

Karen Pax: [kpax@brokenarrowok.gov](mailto:kpax@brokenarrowok.gov) or 918-259-7000 ext. 5435

Amy O'Laughlin: [aolaughlin@brokenarrowok.gov](mailto:aolaughlin@brokenarrowok.gov), or 918-259-7000 ext. 5278

**Please respond within 10 days of receipt of this letter.**

Respectfully,

**CITY OF BROKEN ARROW**

Michael L. Spurgeon  
City Manager

MLS/ao

Ruby M. Drake, Manager

Eldon L. Drake, Jr., Manager



## AFFIDAVIT

STATE OF OKLAHOMA    )  
                                  ) §  
COUNTY OF TULSA     )

The undersigned, of lawful age, being first duly sworn, on oath says that this invoice of claim is true and correct. Affiant further states that the conditions for payment as shown by this invoice or claim have been completed or supplied, or will be upon approval of the city council, in accordance with the offer, contracts or agreements furnished the affidavit. Affiant further states that he/she has made no payment directly or indirectly to any elected official, officer or employee of the state of Oklahoma, any county or local subdivision of the state, of money or any other thing of value to obtain payment.

By: Ruby M. Drake  
Ruby M. Drake  
Eldon L. Drake  
Eldon L. Drake

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 15 day of May, 2025, personally appeared Ruby M. Drake and Eldon L. Drake, to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office the day and year last written above.



Tonya Woodward  
Commission expires 4/2/26



## CONDITIONS AND REQUEST FOR PAYMENT

**Conditions:** (List physical conditions required for acceptance):

Fee Simple

**Terms for Payment:**

Owner's request for payment in the amount of: \$20.00

**Owner's Mailing Address:** 4516 S. 9<sup>th</sup>

BA 74011

**Owner Requests Check:**

- ☒ Mailed to above address by Certified Mail
- ☐ Mailed to above address
- ☐ Call me and I will pick it up
- ☐ Delivered by Agent

Check Payable to: Ruby M. Drake Family LLC and Eldon L. Drake Jr. Family LLC

**Signature/Date:**

**Owner/s:** Ruby M. Drake  
Ruby M. Drake

**Date:** 5-15-25

Eldon L. Drake  
Eldon L. Drake

**Date:** 5/15/25

Agent: Amy O'Laughlin

Date: \_\_\_\_\_

Project: WL23080 24" WATERLINE 9TH STREET-WACO ST TO FLORENCE ST



## UTILITY EASEMENT

KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, **Ruby M Drake Family LLC, an Oklahoma Limited Liability Company and Eldon L. Drake Jr. Family LLC, an Oklahoma Limited Liability Company**, husband and wife, the owner(s), of the legal and equitable title to the following described real estate, "Grantor," in consideration of the sum of One Dollar (\$1.00), cash in hand paid by the City of Broken Arrow, Oklahoma and other good and valuable considerations, receipt of which is hereby acknowledged, do hereby assign(s), grant(s) and convey(s) to the **CITY OF BROKEN ARROW**, Tulsa County, Oklahoma, a municipal corporation, its successors and assigns, "Grantee," an easement and right of way over and across the following described real property and premises, situated in TULSA County, State of Oklahoma to wit:

### SEE EXHIBIT "A"

with right of ingress and egress to and from the same, for the purpose of constructing, operating, and replacing utility lines and appurtenances.

Grantor agrees not to build or construct any building or buildings upon the permanent easement area. However, Grantor expressly reserves the right to build and construct sidewalks, streets and driveways, water mains, gas lines, electrical lines, and other public service facilities across said premises herein described.

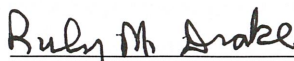
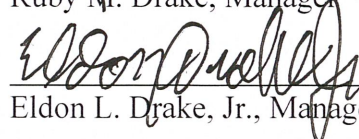
There is further granted, the right to remove any tree or parts of trees, which in the judgment of the City may interfere with the construction of the applicable utilities.

PROVIDED, that the said Grantor, his/her heirs, executors, administrators, and assigns, shall fully use and enjoy the said premises except as may be necessary for the purposes herein granted to the City, its successors, or assigns.

TO HAVE AND TO HOLD such easement and right of way unto the City of Broken Arrow, Oklahoma, its successors and assigns forever.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed this 15 day of May, 2025.

Return to:  
City of Broken Arrow  
City Clerk  
PO Box 610  
Broken Arrow, OK 74013

  
\_\_\_\_\_  
Ruby M. Drake, Manager  
  
\_\_\_\_\_  
Eldon L. Drake, Jr., Manager



STATE OF OKLAHOMA     )  
  ) §  
COUNTY OF TULSA         )

BEFORE ME, the undersigned, a Notary Public, in and for said County and State, on this 15 day of May 2025, personally appeared Ruby M. Drake, Manager of Ruby M. Drake Family, LLC, an Oklahoma Limited Liability Company and Eldon L. Drake, Jr., Manager of Eldon L. Drake Jr. Family, LLC, an Oklahoma Limited Liability Company to me known to be the identical person(s) who executed the within and foregoing instrument in writing and acknowledged to me that he (she) executed the same as his (her) free and voluntary act and deed, and as the free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal of office this day and year last written above.



Tamm Woodward  
NOTARY PUBLIC *commission expires 4/2/26*

Approved as to Form:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

Assistant City Attorney

Approved as to Substance:  
CITY of Broken Arrow, Oklahoma,  
A municipal corporation

\_\_\_\_\_  
Michael L. Spurgeon, City Manager

Attest:

Engineer ELR Checked: 4/22/25  
Project: WL23080 24" Waterline Extension 9<sup>th</sup> St / Florence, Parcel 8

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



**EXHIBIT "A" LEGAL DESCRIPTION**

A TRACT OF LAND LYING IN PART OF THE SOUTHEAST QUARTER (SE/4) OF SECTION TWENTY-SIX (26), TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE UNITED STATES GOVERNMENT SURVEY THEREOF, SAID TRACT BEING MORE PARTICULARLY DESCRIBED BY METES AND BOUNDS AS FOLLOWS:

**COMMENCING** AT THE NORTHEAST CORNER OF THE SOUTHEAST QUARTER (SE/4) OF SAID SOUTHEAST QUARTER (SE/4);

**THENCE** S 00°00'00" E, ALONG THE EAST LINE OF SAID SOUTHEAST QUARTER (SE/4), A DISTANCE OF 370.00 FEET;

**THENCE** N 89°58'56" W A DISTANCE OF 67.50 FEET TO A POINT ON THE WEST LINE OF AN EXISTING UTILITY EASEMENT IN FAVOR OF THE CITY OF BROKEN ARROW AS DESCRIBED AND RECORDED IN DOCUMENT NO. 2013090499 OF THE TULSA COUNTY PUBLIC RECORDS;

**THENCE** N 00°00'00" W, ALONG THE WEST LINE OF SAID EXISTING UTILITY EASEMENT, A DISTANCE OF 33.25 FEET TO THE **POINT OF BEGINNING**;

**THENCE** N 07°58'31" W, DEPARTING THE WEST LINE OF SAID EXISTING UTILITY EASEMENT, A DISTANCE OF 25.05 FEET TO A POINT ON THE WEST EXISTING RIGHT-OF-WAY LINE FOR S. 177TH E. AVENUE AS DESCRIBED IN A RIGHT-OF-WAY DEED IN FAVOR OF TULSA COUNTY AS RECORDED IN BOOK 580 PAGE 364 OF THE TULSA COUNTY PUBLIC RECORDS;

**THENCE** ALONG SAID WEST EXISTING RIGHT-OF-WAY LINE ON A CURVE TO THE LEFT A DISTANCE OF 16.67 FEET, SAID CURVE HAVING A RADIUS OF 256.01 FEET AND A CHORD DISTANCE OF 16.67 FEET WITH A CHORD BEARING OF S 12°02'15" E TO A POINT ON THE WEST LINE OF THE AFOREMENTIONED EXISTING UTILITY EASEMENT IN FAVOR OF THE CITY OF BROKEN ARROW;

**THENCE** S 00°00'00" E, ALONG THE WEST LINE OF SAID EXISTING UTILITY EASEMENT, A DISTANCE OF 8.51 FEET TO THE **POINT OF BEGINNING**.

CONTAINING (13.28 SQ. FT.) AS DESCRIBED.

**BASIS OF BEARINGS:**


DEEDED BEARINGS AS RECORDED IN DOC. NO.2021076659  
OF THE TULSA COUNTY PUBLIC RECORDS

**SURVEYOR'S CERTIFICATE**

I, SHANE D. CARROLL, REGISTERED PROFESSIONAL LAND SURVEYOR OF ELEVATION LAND SURVEYING, LLC., HEREBY CERTIFY THAT THE LEGAL DESCRIPTION HEREON CLOSES IN ACCORDANCE WITH CURRENT TOLERANCES AND IS A TRUE AND ACCURATE REPRESENTATION OF THE EASEMENT DESCRIBED, IT IS NOT A LAND OR BOUNDARY SURVEY.

WITNESS MY HAND AND SEAL THIS 25TH DAY OF AUGUST, 2023.



  
SHANE D. CARROLL, PLS  
OKLAHOMA NO.1981  
CERT. OF AUTH. NO. 8524  
EXP. DATE JUNE 30, 2024



# EXHIBIT "A"

Ex. 17.5' City of Broken  
Arrow Utility Easement  
Doc. No.2013090499

DRAKE FAMILY LLC  
DOC NO.2021076659

P.O.C.  
NE COR. OF SE/4 OF SE/4  
SEC. 26, T18N-R14E  
(FND 2" BRASS CAP)

Line Table		
Line #	Length	Direction
L1	370.00'	S00°00'00"E
L2	67.50'	N89°58'56"W
L3	33.25'	N00°00'00"W
L4	25.05'	N07°58'31"W
L5	8.51'	S00°00'00"E

Parcel No. 8.0  
13.28 SQ. FT.

Curve Table				
Curve #	Length	Radius	Chord Length	Chord Direction
C1	16.67'	256.01'	16.67'	S12°02'15"E

50'

L2

Ex. Right-of-Way  
BK: 580 PG: 364

L1

S. 177TH E. AVE.

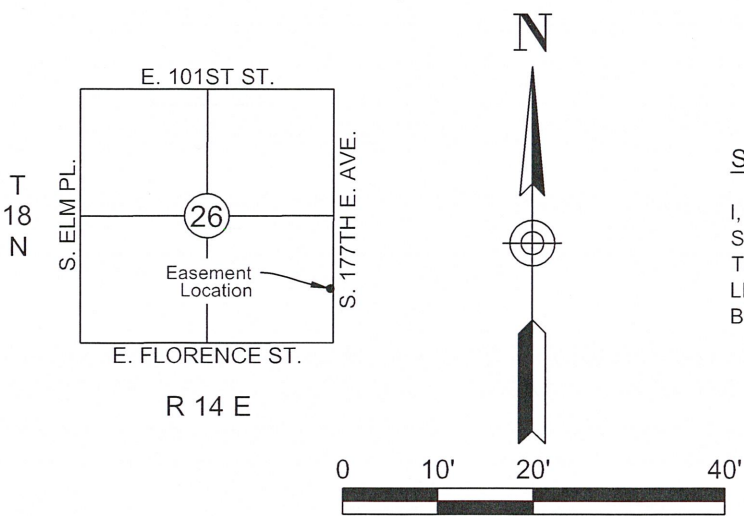
Note  
See Exhibit "A" page 1 for Legal Description and  
Surveyor's Certificate

## SURVEYOR'S NOTE:

I, SHANE D. CARROLL, REGISTERED PROFESSIONAL LAND  
SURVEYOR, HEREBY STATE THAT THE ATTACHED EXHIBIT IS A  
TRUE AND ACCURATE REPRESENTATION OF THE EASEMENT  
LEGAL DESCRIPTION, AS SHOWN HEREON, IT IS NOT A LAND OR  
BOUNDARY SURVEY.

## BASIS OF BEARING

Deeded Bearings as recorded in  
Document No.2021076659 of the  
Tulsa County Public Records



ELS No. 2023.08

Drawn By: SDC

Date: 08.24.2023

EXHIBIT "A"  
Parcel No. 8.0  
page 2 of 2

ELEVATION  
LAND SURVEYING

8501 SW 15th Street  
Oklahoma City, OK 73128  
405.493.9393  
C.A. #8524 Exp. 06.30.2024





# City of Broken Arrow

## Request for Action

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**File #: 25-791, Version: 1**

---

**Broken Arrow City Council  
Meeting of: 06/02/2025**

**Title:**

Ratification of the Claims List Check Register Dated May 29, 2025

**Background:**

Council on September 3, 2019 approved Ordinance No. 3601 allowing ratification of the claims list. For the period from May 13, 2025 through May 29, 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 \$8,286,741.59 for the various funds.

Governmental Funds	\$4,690,479.24
BAMA	\$2,244,455.70
BAEDA	<u>\$1,351,806.65</u>
Total	\$8,286,741.59

A summary by funds and detail are attached.

**Cost:** \$4,690,479.24

**Funding Source:** General Fund and Miscellaneous Funds

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

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

**Attachments:** Check Register dated May 29, 2025

**Recommendation:**...**recommend**

Ratify Claims List Check Register dated 05/29/2025



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		302,138.98				969
	220		BA MUNICIPAL AUTHORITY		2,244,455.70				1,306
	227		CVB-HOTEL MOTEL		21,301.96				41
	330		SALES TAX CAPITAL IMPROVEMENT		392,090.09				35
	336		E 911		2,423.34				2
	337		POLICE BLOCK GRANT		608.00				4
	341		ALCOHOL ENFORCEMENTS		1,142.00				1
	342		STREET LIGHT FUND		33,287.76				99
	343		STREET SALES TAX FUND		288,817.44				41
	344		PS SALES TAX POLICE		251,148.76				523
	345		PS SALES TAX FIRE		135,366.39				305
	346		ADMINISTRATIVE TECHNOLOGY		200.00				1
	348		ARPA FUND		338,719.84				2
	592		2014 BOND ISSUE		3,750.23				3
	593		2018 BOND ISSUE		1,625,482.13				29
	660		WORKERS COMPENSATIONS		33,552.00				8
	661		GROUP HEALTH AND LIFE		20,427.39				16
	770		DEBT SERVICE GO BOND		1,228,131.90				20
	882		AGENCY FUND DEPOSITS		11,061.53				7
	887		ECONOMIC DEVELOP AUTHORITY		1,351,806.65				5
	888		CREEK 51 TIF APPORTIONMENT		829.50				1
	Total				8,286,741.59				3,418



City of Broken Arrow  
Check Register by Fund



Fund 110

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328765	856	AMERICAN FIDELITY ASSURANCE CO.	159547	Payroll Run 1 - Warrant 250425	110  218420		2025/10	98.34
				159547	Payroll Run 1 - Warrant 250425	110  218430		2025/10	24.26
					<b>Total For Check # 328765</b>				<b>122.60</b>
05/15/2025	328769	183	CLEET	APRIL 2025	TOWN AND MUNICIPAL COURT	110  449010		2025/11	-27.06
					<b>Total For Check # 328769</b>				<b>-27.06</b>
05/15/2025	328770	4633	COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	159552	Payroll Run 1 - Warrant 250425	110  218590		2025/10	1,485.24
					<b>Total For Check # 328770</b>				<b>1,485.24</b>
05/15/2025	328771	1319	COMMUNITY CARE EAP	159549	Payroll Run 1 - Warrant 250425	110  218560		2025/10	185.84
					<b>Total For Check # 328771</b>				<b>185.84</b>
05/15/2025	328772	827	CONSTRUCTION INDUSTRIES BOARD	05/08/2025	CHRIS BROOKS LICENSE	1101415  530110		2025/11	35.00
					<b>Total For Check # 328772</b>				<b>35.00</b>
05/15/2025	328774	1550	GENESIS HEALTH CLUBS	159550	Payroll Run 1 - Warrant 250425	110  218150		2025/10	633.50
					<b>Total For Check # 328774</b>				<b>633.50</b>
05/15/2025	328777	4773	JUSTIN GREEN	MLG 05092025	REGIONAL COUNCIL MEETING	1101700  550030		2025/11	31.58
				PDR 04222025	BA DAY AT CAPITOL	1101700  550030		2025/11	16.00
					<b>Total For Check # 328777</b>				<b>47.58</b>
05/15/2025	328778	159	PRE-PAID LEGAL SERVICES, INC.	159546	Payroll Run 1 - Warrant 250425	110  218100		2025/10	538.34
					<b>Total For Check # 328778</b>				<b>538.34</b>
05/15/2025	328779	4905	METROPOLITAN LIFE INSURANCE COMPANY	159554	Payroll Run 1 - Warrant 250425	110  218340		2025/10	3,281.26
				159554	Payroll Run 1 - Warrant 250425	110  218480		2025/10	3,455.66
				159554	Payroll Run 1 - Warrant 250425	110  218590		2025/10	969.22



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						Total For Check # 328779			7,706.14
05/15/2025	328782	835 STATE OF OKLAHOMA		APRIL 2025	MUNICIPAL COURT REPORT APRIL 2025	110  449010		2025/11	-193.88
						Total For Check # 328782			-193.88
05/15/2025	328783	999900 OTP - AR REFUNDS		ACID 12861	EMS REFUND GAYLE TERNES	11020  442040		2025/11	113.10
						Total For Check # 328783			113.10
05/15/2025	328784			ACID 14143	EMS REFUND BARBARA MCBRIDE	11020  442040		2025/11	99.84
						Total For Check # 328784			99.84
05/15/2025	328785			ACID 9460	EMS REFUND BRYAN EDWARDS	11020  442040		2025/11	559.73
						Total For Check # 328785			559.73
05/15/2025	328786			ACID 6090	EMS REFUNDVIJAY GROVER	11020  442040		2025/11	496.64
						Total For Check # 328786			496.64
05/15/2025	328787			ACID 7265	EMS REFUND MICHAEL BAILEY	11020  442040		2025/11	2,027.80
						Total For Check # 328787			2,027.80
05/15/2025	328788			ACID 4743	EMS REFUND	11020  442040		2025/11	100.00
						Total For Check # 328788			100.00
05/15/2025	328789			ACID 10343	EMS REFUND	11020  442040		2025/11	250.00
						Total For Check # 328789			250.00
05/15/2025	328790			ACID 14237	EMS REFUND	11020  442040		2025/11	64.67
						Total For Check # 328790			64.67
05/15/2025	328791			ACID 8625	EMS REFUND	11020  442040		2025/11	290.00
						Total For Check # 328791			290.00
05/15/2025	328792			ACID 6052	EMS REFUND	11020  442040		2025/11	290.00



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						Total For Check # 328792			290.00
05/15/2025	328793			ACID 15124	EMS REFUND MICHAEL HARDESTY	11020  442040		2025/11	261.73
						Total For Check # 328793			261.73
05/15/2025	328794			ACID 7841	EMS REFUND MATTIE SINGLETON	11020  442040		2025/11	124.36
						Total For Check # 328794			124.36
05/15/2025	328795			ACID 9557	EMS REFUND RONALD WILLIAMS	11020  442040		2025/11	272.61
						Total For Check # 328795			272.61
05/15/2025	328796			ACID 6090 A	EMS REFUND	11020  442040		2025/11	1,069.08
						Total For Check # 328796			1,069.08
05/15/2025	328797			ACID 2858	EMS REFUND ANITA CRIPPS	11020  442040		2025/11	250.00
						Total For Check # 328797			250.00
05/15/2025	328798	999907	OTP - COURT REFUNDS	0000623	E936494-1	110  451020		2025/11	22.29
						Total For Check # 328798			22.29
05/15/2025	328799			0000619	725369-1	110  451020		2025/11	119.40
						Total For Check # 328799			119.40
05/15/2025	328800			0000626	E978135-1	110  451020		2025/11	54.13
						Total For Check # 328800			54.13
05/15/2025	328801			0000651	E0001539-1	110  451020		2025/11	26.92
						Total For Check # 328801			26.92
05/15/2025	328802			0000653	806604-1	110  451020		2025/11	115.00
						Total For Check # 328802			115.00
05/15/2025	328803			0000654	NO BALANCE DUE	110  451020		2025/11	224.13
						Total For Check # 328803			224.13



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05/15/2025	328804			0000641	846453-1	110  451020		2025/11	178.30
						<b>Total For Check # 328804</b>			<b>178.30</b>
05/15/2025	328805			0000644	E912702-1	110  451020		2025/11	23.88
						<b>Total For Check # 328805</b>			<b>23.88</b>
05/15/2025	328806			0000637	401145-1	110  451020		2025/11	54.40
						<b>Total For Check # 328806</b>			<b>54.40</b>
05/15/2025	328807			0000625	E0008807-1	110  451020		2025/11	54.13
						<b>Total For Check # 328807</b>			<b>54.13</b>
05/15/2025	328808			0000635	719614-1	110  451020		2025/11	42.67
						<b>Total For Check # 328808</b>			<b>42.67</b>
05/15/2025	328809			0000642	769658-1	110  451020		2025/11	116.15
						<b>Total For Check # 328809</b>			<b>116.15</b>
05/15/2025	328810			0000620	834517-1	110  451020		2025/11	101.89
						<b>Total For Check # 328810</b>			<b>101.89</b>
05/15/2025	328811			0000629	874921-1	110  451020		2025/11	152.83
						<b>Total For Check # 328811</b>			<b>152.83</b>
05/15/2025	328812			0000640	825874-1	110  451020		2025/11	251.22
						<b>Total For Check # 328812</b>			<b>251.22</b>
05/15/2025	328813			0000621	824357-1	110  451020		2025/11	12.98
						<b>Total For Check # 328813</b>			<b>12.98</b>
05/15/2025	328814			0000645	834458-1	110  451020		2025/11	34.71
						<b>Total For Check # 328814</b>			<b>34.71</b>



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05/15/2025	328815			0000639	894523-1	110  451020		2025/11	33.43
						Total For Check # 328815			33.43
05/15/2025	328816			0000630	808639-1	110  451020		2025/11	145.16
						Total For Check # 328816			145.16
05/15/2025	328817			0000648	437881-1	110  451020		2025/11	19.10
						Total For Check # 328817			19.10
05/15/2025	328818			0000649	779620-1	110  451020		2025/11	55.40
						Total For Check # 328818			55.40
05/15/2025	328819			0000613	822377-1	110  451020		2025/11	144.56
						Total For Check # 328819			144.56
05/15/2025	328820			0000647	835026-1	110  451020		2025/11	64.82
						Total For Check # 328820			64.82
05/15/2025	328821			0000612	833538-1	110  451020		2025/11	44.64
						Total For Check # 328821			44.64
05/15/2025	328822			0000622	860660-1	110  451020		2025/11	262.68
						Total For Check # 328822			262.68
05/15/2025	328823			0000643	732797-1	110  451020		2025/11	190.40
						Total For Check # 328823			190.40
05/15/2025	328824			0000617	428898-1	110  451020		2025/11	58.59
						Total For Check # 328824			58.59
05/15/2025	328825			0000632	743891-1	110  451020		2025/11	86.48
						Total For Check # 328825			86.48



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05/15/2025	328826			0000628	733339-1	110  451020		2025/11	42.67
						<b>Total For Check # 328826</b>			<b>42.67</b>
05/15/2025	328827			0000646	E949250-1	110  451020		2025/11	52.54
						<b>Total For Check # 328827</b>			<b>52.54</b>
05/15/2025	328828			0000624	392771-1	110  451020		2025/11	107.62
						<b>Total For Check # 328828</b>			<b>107.62</b>
05/15/2025	328829			0000653	NO BALANCE DUE	110  451020		2025/11	89.18
						<b>Total For Check # 328829</b>			<b>89.18</b>
05/15/2025	328830			0000638	E0008996-1	110  451020		2025/11	117.81
						<b>Total For Check # 328830</b>			<b>117.81</b>
05/15/2025	328831			0000633	815901-1	110  451020		2025/11	105.07
						<b>Total For Check # 328831</b>			<b>105.07</b>
05/15/2025	328832			0000634	851497-1	110  451020		2025/11	150.24
						<b>Total For Check # 328832</b>			<b>150.24</b>
05/15/2025	328833			0000618	868343-1	110  451020		2025/11	31.84
						<b>Total For Check # 328833</b>			<b>31.84</b>
05/15/2025	328834			0000614	731694-1	110  451020		2025/11	26.64
						<b>Total For Check # 328834</b>			<b>26.64</b>
05/15/2025	328835			0000652	402474-1	110  451020		2025/11	79.22
						<b>Total For Check # 328835</b>			<b>79.22</b>
05/15/2025	328836			0000650	E0003787-1	110  451020		2025/11	54.13
						<b>Total For Check # 328836</b>			<b>54.13</b>



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05/15/2025	328837			0000616	870257-1	110  451020		2025/11	17.51
						<b>Total For Check # 328837</b>			<b>17.51</b>
05/15/2025	328838			0000615	876921-1	110  451020		2025/11	167.32
						<b>Total For Check # 328838</b>			<b>167.32</b>
05/15/2025	328839			0000627	442426-1	110  451020		2025/11	32.38
						<b>Total For Check # 328839</b>			<b>32.38</b>
05/15/2025	328840			0000631	739825-1	110  451020		2025/11	157.61
						<b>Total For Check # 328840</b>			<b>157.61</b>
05/15/2025	328841			0000636	781147-1	110  451020		2025/11	145.83
						<b>Total For Check # 328841</b>			<b>145.83</b>
05/15/2025	328844	1987 SURENCY LIFE & HEALTH INS. CO.		159551	Payroll Run 1 - Warrant 250425	110  218460		2025/10	217.75
						<b>Total For Check # 328844</b>			<b>217.75</b>
05/15/2025	328847	5374 ZACH SMITH		PDR 05192025	PER DIEM	1105300  550030		2025/11	102.00
						<b>Total For Check # 328847</b>			<b>102.00</b>
05/15/2025	328850	1092 WESTLAKE HARDWARE INC		8038123	BLANKET PO FOR MISC ITEMS	1106000  560230		2025/11	9.99
				8038109	BLANKET PO FOR MISC ITEMS	1106000  560230		2025/11	8.99
						<b>Total For Check # 328850</b>			<b>18.98</b>
05/15/2025	328852	149 AMERICAN ELECTRIC POWER/PSO		183-137-4-1 04232025	FY25 ANNUAL AGREEMENT 9 PYMTS	1106004  550250		2025/11	1,955.32
				058-747-0-7 04302025	959-058-747-0-7 APR 30, 2025 8800 S ASPEN	1106000  550410		2025/11	204.93
				308-466-0-4 04302025	950-308-466-0-4 APR 30, 2025 1205 W SHREVEPORT	1106000  550400		2025/11	65.22



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				393-103-0-6 04222025	959-393-103-0-6 APRIL 22, 2025 201 S 1ST ST	1101700  550250		2025/11	203.21
				393-103-0-6 04222025	959-393-103-0-6 APRIL 22, 2025 220 S 1ST ST UNIT C	1101700  550250		2025/11	978.57
				393-103-0-6 04222025	959-393-103-0-6 APRIL 22, 2025 220 S 1ST ST	1101700  550250		2025/11	1,344.56
				393-103-0-6 04222025	959-393-103-0-6 APRIL 22, 2025 123 N MAIN ST	1101315  550250		2025/11	109.56
				913-008-1-1 04212025	953-913-008-1-1 APRIL 21, 2025 4000 E NEW ORLEANS	1106000  550250		2025/11	1,309.49
				913-008-1-1 04212025	953-913-008-1-1 APRIL 21, 2025 414 S MAIN ST	1106000  550250		2025/11	53.00
				913-008-1-1 04212025	953-913-008-1-1 APRIL 21, 2025 117 E DALLAS ST	1106000  550250		2025/11	52.18
				913-008-1-1 04212025	953-913-008-1-1 APRIL 21, 2025 21101 E 101ST ST S	1106000  550250		2025/11	205.12
				913-008-1-1 04212025	953-913-008-1-1 APRIL 21, 2025 4000 E NEW ORLEANS	1106000  550470		2025/11	3,309.46
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 7101 S 3RD ST	1106002  550250		2025/11	225.60
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 3201 N 9TH ST	1106002  550250		2025/11	1,039.55
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 100 N FIR AVE	1106002  550250		2025/11	64.01
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 3201 N 9TH ST	1106002  550250		2025/11	258.09
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 801 W CHARLESTON ST	1106002  550250		2025/11	22.90
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 1400 S MAIN ST	1106002  550250		2025/11	2,176.64
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 1301 N REDBUD AVE	1106002  550250		2025/11	21.79
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 604 E DALLAS ST	1106002  550250		2025/11	21.79
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 1400 S MAIN ST UNIT	1106002  550250		2025/11	147.49
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 525 W IOLA ST	1106002  550250		2025/11	21.79



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				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 3201 N 9TH ST	1106000  550460		2025/11	200.98
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 3201 N 9TH ST	1106000  550460		2025/11	466.89
				827-595-4-4 04292025	955-827-595-4-4 APRIL 29, 2025 3201 N 9TH ST	1106000  550460		2025/11	139.66
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 BROKEN ARROW	1105310  550250		2025/11	70.74
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 21365 E 46TH ST S	1105310  550250		2025/11	7.90
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 1391 W OMAHA PL	1105310  550250		2025/11	8.14
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 4301 N ASPEN AVE	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 11901 E 131ST S UNI	1105310  550250		2025/11	5.15
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 4427 W HOUSTON ST	1105310  550250		2025/11	38.98
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 10405 S LYNN LANE R	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 10601 S MINGO RD UN	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 2341 W ALBANY ST UN	1105310  550250		2025/11	8.14
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 20005 E 37TH ST S	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 2701 S ELM PL	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 2291 N 9TH ST	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 709 MAGNOLIA CT	1105310  550250		2025/11	22.83
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 4023 W ROANOKE PL	1105310  550250		2025/11	8.14
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 3190 W KENOSHA ST	1105310  550250		2025/11	8.14
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 1591 E HOUSTON ST	1105310  550250		2025/11	8.14



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				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 18599 E 96TH ST	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 5099 S 23RD ST	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 1605 N 37TH ST UNIT	1105310  550250		2025/11	5.30
				454-130-1-4 04302025	956-454-130-1-4 APRIL 30, 2025 101 E FT WORTH ST	1105310  550250		2025/11	24.39
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 3201 N 9TH ST UNIT VB	1106000  550250		2025/11	101.68
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 418 S MAIN ST	1106000  550250		2025/11	169.53
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1400 S MAIN ST	1106000  550250		2025/11	38.98
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 2810 E MADISON AVE	1106000  550250		2025/11	65.05
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 3201 N 9TH ST	1106000  550250		2025/11	144.96
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 2800 W RICHARD ST	1106000  550250		2025/11	69.86
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 525 W IOLA ST	1106000  550250		2025/11	50.67
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1532 S FERN PL	1106000  550250		2025/11	121.81
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1400 S MAIN ST	1106000  550250		2025/11	197.29
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 5852 S DATE AVE	1106000  550250		2025/11	58.02
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 8870 S ASPEN AVE	1106000  550250		2025/11	151.13
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 3000 N 37TH ST	1106000  550250		2025/11	47.97
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1806 W SANDUSKY ST	1106000  550250		2025/11	54.41
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 2502 W FULTON ST UNIT	1106000  550250		2025/11	5.30
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1400 W SHREVEPORT ST	1106000  550250		2025/11	45.23



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 4800 W WASHINGTON ST	1106000 [550250]		2025/11	5.30
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 3707 N NARCISSUS AVE	1106000 [550250]		2025/11	87.18
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 4800 W WASHINGTON ST	1106000 [550250]		2025/11	178.57
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 104 S MAIN ST	1106000 [550250]		2025/11	24.79
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1111 S MAIN ST STE A	1106000 [550250]		2025/11	475.14
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 3201 N 9TH ST	1106000 [550250]		2025/11	136.13
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 3703 N OAK AVE UNIT	1106000 [550250]		2025/11	140.15
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 2991 N ASPEN AVE	1106000 [550250]		2025/11	72.59
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 201 S CEDAR AVE	1106000 [550250]		2025/11	76.63
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 2196 S MAIN ST	1106000 [550250]		2025/11	48.93
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 5800 S DATE AVE	1106000 [550250]		2025/11	70.61
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 12001 E 101ST ST S UN	1106000 [550250]		2025/11	70.19
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1800 S 3RD ST	1106000 [550250]		2025/11	42.06
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1200 N 52ND ST	1106000 [550250]		2025/11	9.06
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1500 S MAIN ST	1106000 [550250]		2025/11	94.80
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 14000 S 145TH E AVE	1106000 [550250]		2025/11	217.27
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 100 N FIR AVE	1106000 [550250]		2025/11	171.09
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1031 W ITHICA ST	1106000 [550250]		2025/11	64.37
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 6903 S 3RD ST	1106000 [550250]		2025/11	22.30



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				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1213 S ASH DR	1106000  550250		2025/11	130.30
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1101 W SHREVEPORT ST	1106000  550400		2025/11	521.08
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1205 W SHREVEPORT ST	1106000  550400		2025/11	176.23
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1109 W SHREVEPORT ST	1106000  550400		2025/11	199.07
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1117 W SHREVEPORT ST	1106000  550400		2025/11	308.19
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1209 W SHREVEPORT ST	1106000  550400		2025/11	742.65
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1707 W SHREVEPORT ST	1106000  550410		2025/11	261.60
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1900 W SHREVEPORT ST	1106000  550410		2025/11	103.64
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 8860 S ASPEN AVE UNIT	1106000  550410		2025/11	545.69
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1205 W SHREVEPORT ST	1106000  550410		2025/11	134.85
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 1501 W SHREVEPORT ST	1106000  550410		2025/11	388.11
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 300 E WASHINGTON ST U	1106000  550420		2025/11	104.05
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 300 E WASHINGTON ST	1106000  550420		2025/11	3,247.13
				937-903-0-2 05012025	959-937-903-0-2 MAY 01, 2025 2221 W SHREVEPORT ST	1106000  550430		2025/11	525.99
					<b>Total For Check #</b>	<b>328852</b>			<b>25,573.82</b>
05/15/2025	328853	4935 AMAZON.COM SALES INC		1H16-CH16-4M1P	Bird Scare Discs for Parks Maintenance	1106000  560230		2025/11	31.36
				1H9M-3NK3-4FTP	Recreation Supplies - Central	1106002  560300		2025/11	59.97
				1H9M-3NK3-4FTP	Recreation Supplies - Central	1106002  560330		2025/11	38.99
				1MG9-NT43-CFN3	BLANKET PO	1101501  560030		2025/11	36.99
				1MG9-NT43-44DF	Office Supplies	1101102  560030		2025/11	76.44



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				1CN1-1PM4-7YVK	Recreation Supplies for Ray Harral	1106002  560330		2025/11	59.98
						<b>Total For Check # 328853</b>			<b>303.73</b>
05/15/2025	328854	5180	AMERICAN MEDICAL GAS RESOURCES	3161	BLANKET PO FOR MEDICAL AND INDUSTRIAL GAS	1106002  560340		2025/11	237.00
				3159	BLANKET PO FOR MEDICAL AND INDUSTRIAL GAS	1106002  560340		2025/11	237.00
						<b>Total For Check # 328854</b>			<b>474.00</b>
05/15/2025	328856	3753	AMERICANCHECKED INC	9700-20250228	9700-20250228 02/28/2025	1101102  530870		2025/9	1,356.12
				9700-20250331	9700-20250331 03/31/2025	1101102  530870		2025/10	2,428.85
						<b>Total For Check # 328856</b>			<b>3,784.97</b>
05/15/2025	328861	73	AT&T	918105-3484 05012025	918 105-3484 322 4 MAY 1, 2025	1101700  550220		2025/11	30.00
						<b>Total For Check # 328861</b>			<b>30.00</b>
05/15/2025	328866	4674	BOOT BARN INC	INV00481802	BLANKET PO - BOOT BARN	1105300  560100		2025/11	179.99
				INV00481801	BLANKET PO - BOOT BARN	1106000  560100		2025/11	200.00
						<b>Total For Check # 328866</b>			<b>379.99</b>
05/15/2025	328868	20	BROKEN ARROW LAWN & GARDEN	117582	SMALL ENGINE PARTS	1106000  560200		2025/11	9.03
				117606	SMALL ENGINE PARTS	1106000  560200		2025/11	44.10
						<b>Total For Check # 328868</b>			<b>53.13</b>
05/15/2025	328872	37	CINTAS CORPORATION	9319233763	CITY COUNCIL APPROVED 05/07/24	1101102  540330		2025/11	99.00
				9319229981	CITY COUNCIL APPROVED 05/07/24	1101102  540330		2025/11	198.00
				9319228576	CITY COUNCIL APPROVED 05/07/24	1101102  540330		2025/11	297.00
				9319233758	CITY COUNCIL APPROVED 05/07/24	1101102  540330		2025/11	297.00



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				9319230445	CITY COUNCIL APPROVED 05/07/24	1101102  540330		2025/11	198.00
				5268734107	BLANKET PO FOR MEDICAL SUPPLIES	1106005  560230		2025/11	42.79
				5269185908	BLANKET PO FOR MEDICAL SUPPLIES	1101800  560230		2025/11	94.59
					<b>Total For Check # 328872</b>				<b>1,226.38</b>
05/15/2025	328873	996 CITY OF BROKEN ARROW		159548	Payroll Run 1 - Warrant 250425	110  218180		2025/10	423.32
				159548	Payroll Run 1 - Warrant 250425	110  218360		2025/10	4,150.18
					<b>Total For Check # 328873</b>				<b>4,573.50</b>
05/15/2025	328875	1391 CLEAN THE UNIFORM CO OKLAHOMA		52121655	52121655 02/21/2025	1105310  540310		2025/11	141.73
				52121653	52121653 02/21/2025	1105300  540310		2025/11	137.86
				52121653	52121653 02/21/2025	1105310  540310		2025/11	15.93
				52121653	52121653 02/21/2025	1105300  540330		2025/11	2.55
					<b>Total For Check # 328875</b>				<b>298.07</b>
05/15/2025	328880	5259 DAVID PICKEL		PDR 04222025	BA DAY AT CAPITOL	1101700  550030		2025/11	588.19
					<b>Total For Check # 328880</b>				<b>588.19</b>
05/15/2025	328881	2449 DAVIS SUPPLY CO		0020416683-001	Paragon 44101 vertical tread	1106002  560330		2025/11	934.20
				002065133-001	MURATIC ACID-FOR RUSS S./PARKS DEPT.	1106000  560340		2025/11	577.96
					<b>Total For Check # 328881</b>				<b>1,512.16</b>
05/15/2025	328887	2110 FARMERS CO-OP		4465748	18-46-0 (DAP) fertilizer	1106000  560340		2025/11	1,629.80
					<b>Total For Check # 328887</b>				<b>1,629.80</b>
05/15/2025	328888	4056 KIRKWALL HOLDINGS LLC		617-15658	617-15658 05/01/2025	1101700  560230		2025/11	218.77
				617-15556	617-15556 05/01/2025	1101700  560230		2025/11	776.62
					<b>Total For Check # 328888</b>				<b>995.39</b>



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05/15/2025	328889	64	FEDERAL EXPRESS CORPORATION	8-847-35977	1119-1744-2 MAY 01, 2025 INV 8-847-35977	1101700  550390		2025/11	9.77
						<b>Total For Check # 328889</b>			<b>9.77</b>
05/15/2025	328890	1231	AT&T MOBILITY LLC	287319128175X052025	287319128175X04302025	1101300  550220		2025/11	46.81
				287319128175X052025	287319128175X04302025	1101415  550220		2025/11	662.36
				287319128175X052025	287319128175X04302025	1105310  550220		2025/11	18.66
				287319128175X052025	287319128175X04302025	1106000  550220		2025/11	37.32
				287319128175X052025	287319128175X04302025	1106005  550220		2025/11	46.81
				287319128175X052025	287319128175X04302025	1101010  550540		2025/11	94.22
				287319128175X052025	287319128175X04302025	1101102  550540		2025/11	80.08
				287319128175X052025	287319128175X04302025	1101200  550540		2025/11	949.55
				287319128175X052025	287319128175X04302025	1101300  550540		2025/11	154.30
				287319128175X052025	287319128175X04302025	1101310  550540		2025/11	40.04
				287319128175X052025	287319128175X04302025	1101400  550540		2025/11	264.61
				287319128175X052025	287319128175X04302025	1101410  550540		2025/11	223.88
				287319128175X052025	287319128175X04302025	1101415  550540		2025/11	554.66
				287319128175X052025	287319128175X04302025	1101501  550540		2025/11	106.47
				287319128175X052025	287319128175X04302025	1101700  550540		2025/11	227.48
				287319128175X052025	287319128175X04302025	1105300  550540		2025/11	24.74
				287319128175X052025	287319128175X04302025	1105310  550540		2025/11	939.59



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				5					
				287319128175X05202	287319128175X04302025	1106000  550540		2025/11	265.95
				5					
				287319128175X05202	287319128175X04302025	1106002  550540		2025/11	259.12
				5					
				287319128175X05202	287319128175X04302025	1106004  550540		2025/11	43.04
				5					
						Total For Check # 328890			5,039.69
05/15/2025	328891			287319339297X05202	287319339297X04302025	1101102  550540		2025/11	76.60
				5					
				287319339297X05202	287319339297X04302025	1101200  550540		2025/11	200.20
				5					
				287319339297X05202	287319339297X04302025	1101400  550540		2025/11	40.04
				5					
				287319339297X05202	287319339297X04302025	1101700  550540		2025/11	0.72
				5					
				287319339297X05202	287319339297X04302025	1105300  550540		2025/11	375.19
				5					
				287319339297X05202	287319339297X04302025	1106004  550540		2025/11	43.04
				5					
				287319339297X05202	287319339297X04302025	1105315  550540		2025/11	40.04
				5					
						Total For Check # 328891			775.83
05/15/2025	328899	79 GREEN ACRE SOD FARMS		9377	BLANKET PO FOR BERMUDA SOD	1106000  560700		2025/11	3.80
						Total For Check # 328899			3.80
05/15/2025	328902	1582 IMPERIAL LLC		2871:8222826	2870:8222826 05/06/2025	1105310  560230		2025/11	26.93
				2871:8222826	2870:8222826 05/06/2025	1105300  560230		2025/11	53.86
						Total For Check # 328902			80.79
05/15/2025	328908	5131 KEVIN BEHE		13377	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.46
				13377	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.24



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				13377	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.18
				13377	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.49
				13377	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.62
				13379	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.46
				13379	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.24
				13379	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.18
				13379	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.49
				13379	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.62
				13378	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.46
				13378	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.24
				13378	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.18
				13378	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.49
				13378	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.62
				13376	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.25
				13376	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.62
				13376	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.09
				13376	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.24
				13376	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.31
				13375	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.39



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				13375	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.04
				13375	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.81
				13375	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13375	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13374	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.39
				13374	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13374	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.81
				13374	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13374	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13373	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.39
				13373	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.04
				13373	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.81
				13373	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13373	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13372	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.23
				13372	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.62
				13372	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.09
				13372	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.24
				13372	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.31



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				13371	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.52
				13371	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.35
				13371	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.36
				13371	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.70
				13371	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.67
				13159	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.45
				13159	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.24
				13159	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.18
				13159	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.49
				13159	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.62
				13157	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.39
				13157	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13157	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.81
				13157	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13157	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13020	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.62
				13020	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.66
				13020	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.90
				13020	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	3.32



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				13020	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.83
				12989	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.25
				12989	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.62
				12989	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.09
				12989	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.24
				12989	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.31
				13366	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.30
				13366	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13366	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13366	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13366	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.42
				13367	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.30
				13367	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13367	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13367	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13367	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.42
				13364	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.46
				13364	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.24
				13364	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.18



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				13364	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.49
				13364	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.62
				13363	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.52
				13363	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.35
				13363	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	2.36
				13363	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.70
				13363	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.67
				13362	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.38
				13362	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13362	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.82
				13362	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13362	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13189	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.38
				13189	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13189	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.82
				13189	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13189	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13188	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.39
				13188	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.04



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				13188	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.81
				13188	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13188	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13368	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.30
				13368	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13368	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13368	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13368	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.42
					Total For Check # 328908				124.73
05/15/2025	328911	125 KIRBY-SMITH MACHINERY INC	P7331902	P7331902 04/15/2025	1105300  540200			2025/11	1,140.40
					Total For Check # 328911				1,140.40
05/15/2025	328913	614 LIGHTING INC/BROKEN ARROW ELECTRIC	S3338763.001	BLANKET PO FOR MISC. LIGHTING	1106004  560180			2025/11	128.00
			S3339085.001	BLANKET PO FOR MISC. LIGHTING	1106004  560180			2025/11	213.34
					Total For Check # 328913				341.34
05/15/2025	328914	131 LOCKE SUPPLY COMPANY	55307708-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106000  560180			2025/11	11.22
			55295162-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106002  560180			2025/11	189.76
			55308140-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1101700  560180			2025/11	39.04
			55295707-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1101700  560180			2025/11	32.95
					Total For Check # 328914				272.97



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05/15/2025	328919	25	NAPA AUTO PARTS	015544	2278121504	1105300  560200		2025/11	75.38
				015544	2278121506	1105300  560200		2025/11	64.10
				015566	520702	1105300  560200		2025/11	54.37
				015567	520702	1105300  560200		2025/11	54.37
				015568	520702	1105300  560200		2025/11	54.37
				015570	CA5121861	1106000  560200		2025/11	41.50
				015581	HDRTU1GAL	1105300  560210		2025/11	17.16
				015585	FS20194	1105300  560200		2025/11	91.36
				015585	600515	1105300  560200		2025/11	49.25
				015585	400107	1105300  560200		2025/11	38.07
				015585	15W40BULK	1105300  560210		2025/11	157.96
				015596	85705	1106000  560210		2025/11	49.99
				015602	7502	1106000  560200		2025/11	4.15
				015602	5W30BULK	1106000  560210		2025/11	30.48
				015611	HDATFBULK	1105300  560210		2025/11	72.52
				015612	1372	1105300  560200		2025/11	4.15
				015612	230266	1105300  560200		2025/11	10.44
				015612	200697	1105300  560200		2025/11	27.00
				015612	5W30BULK	1105300  560210		2025/11	26.67
				015615	HDRTU1GAL	1105300  560210		2025/11	51.48
				015616	3768	1105300  560200		2025/11	13.34
				015616	3683	1105300  560200		2025/11	35.63
				015616	9131	1105300  560200		2025/11	54.84
				015616	9132	1105300  560200		2025/11	59.20
				015616	1285491	1105300  560200		2025/11	121.60
				015616	383279	1105300  560200		2025/11	51.07
				015616	15W40BULK	1105300  560210		2025/11	32.31
				015622	GX120	1105300  560200		2025/11	6.32



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				015622	16220ZE1020	1105300  560200		2025/11	10.47
				015626	7060	1106003  560200		2025/11	4.15
				015626	2725	1106003  560200		2025/11	15.58
				015626	5W20BULK	1106003  560210		2025/11	23.66
				015626	2413	1106003  560230		2025/11	5.56
				015629	7151	1105310  560200		2025/11	14.72
				015629	300458	1105310  560200		2025/11	45.66
				015629	15W40BULK	1105310  560210		2025/11	46.67
				015629	2413	1105310  560230		2025/11	5.56
				015638	8434AAA	1106002  560200		2025/11	129.51
				015638	8434AAA	1106002  560200		2025/11	18.00
				015638	8434AAA	1106002  560200		2025/11	-18.00
				015646	FS20194	1105300  560200		2025/11	-91.36
				015646	84032457001	1105300  560200		2025/11	-18.12
				015646	400107	1105300  560200		2025/11	-38.07
				015646	0343216010	1105300  560200		2025/11	-199.06
				015650	AT521658	1105300  560200		2025/11	465.37
				015658	7151	1105300  560200		2025/11	14.72
				015658	300458	1105300  560200		2025/11	45.66
				015658	230266	1105300  560200		2025/11	10.44
				015658	200679	1105300  560200		2025/11	41.53
				015658	15W40BULK	1105300  560210		2025/11	46.67
				015662	8465AAA	1105300  560200		2025/11	259.02
				015662	8465AAA	1105300  560200		2025/11	36.00
				015662	8465AAA	1105300  560200		2025/11	-36.00
						<b>Total For Check # 328919</b>			<b>2,187.42</b>
05/15/2025	328920			015545	0120C	1106000  560230		2025/11	5.59
				015545	19403	1106000  560230		2025/11	6.26



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				015546	AHDWMPHDC1	1106000  560230		2025/11	14.80
				015560	81158	1105300  560200		2025/11	5.86
				015576	789DEF	1106000  560210		2025/11	11.11
				015577		1105300  560210		2025/11	15.00
				015614	46181500	1105300  560230		2025/11	8.11
				015623	16220ZE1020	1105300  560200		2025/11	10.47
				015624	16220ZE1020	1105300  560200		2025/11	10.47
				015632	15W40BULK	1105300  560210		2025/11	7.18
				015640	35012	1105300  560210		2025/11	2.61
				015641	1156N	1105300  560200		2025/11	0.43
				015660	75140	1106000  560210		2025/11	7.54
						<b>Total For Check # 328920</b>			<b>105.43</b>
05/15/2025	328924	96 OTA PIKEPASS CENTER		20250400105	20250400105 04/30/2025	1105310  550030		2025/11	21.85
				20250400105	20250400105 04/30/2025	1106002  550030		2025/11	2.33
				20250400105	20250400105 04/30/2025	1101200  550030		2025/11	5.15
				20250400105	20250400105 04/30/2025	1101415  550030		2025/11	21.51
				20250400105	20250400105 04/30/2025	1101700  550030		2025/11	43.23
				20250400105	20250400105 04/30/2025	1101800  550030		2025/11	29.36
				20250400105	20250400105 04/30/2025	1105300  550030		2025/11	104.25
				20250400105	20250400105 04/30/2025	1106000  550030		2025/11	45.84
						<b>Total For Check # 328924</b>			<b>273.52</b>
05/15/2025	328925	209 PIONEER FENCE		25-098	4'x6'3-rail gate w/hardware	1106000  560180		2025/11	500.46
						<b>Total For Check # 328925</b>			<b>500.46</b>
05/15/2025	328932	1493 RED WING BRANDS OF AMERICA INC		754-1-20533	BLANKET - SAFETY SHOES	1106000  560100		2025/11	200.00
						<b>Total For Check # 328932</b>			<b>200.00</b>
05/15/2025	328934	602 SANDERS NURSERY		1119656	1119656	1106003  560700		2025/11	165.00



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				1116559	BLANKET PO FOR NURSERY STOCK	1106003  560700		2025/11	363.00
				1115862	BLANKET PO FOR NURSERY STOCK	1106003  560700		2025/11	632.50
					Total For Check # 328934				1,160.50
05/15/2025	328936	211	SECRETARY OF STATE	MAY 9, 2025	MAY 9, 2025 NOTARY BOND FOR ZEINA AZAR	1101800  530110		2025/11	10.00
					Total For Check # 328936				10.00
05/15/2025	328940	2144	SITE ONE LANDSCAPE SUPPLY LLC	150960501-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560230		2025/11	221.70
				150767687-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560230		2025/11	9.80
				152731512-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106003  560700		2025/11	174.65
				152573377-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560230		2025/11	40.68
				152708323-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560180		2025/11	4.20
				152451626-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106003  560230		2025/11	58.30
					Total For Check # 328940				509.33
05/15/2025	328941	4931	HOWARD DCIII LLC	434194	UNIT # 1808	1105310  540200		2025/11	2,126.38
					Total For Check # 328941				2,126.38
05/15/2025	328942	3880	SOUTHWOOD LANDSCAPE & NURSERY CO	S918846	3 gallon rose	1106003  560700		2025/11	1,224.65
					Total For Check # 328942				1,224.65
05/15/2025	328943	1131	SPRING CREEK NURSERY	218526	BLANKET PO FOR NURSERY STOCK	1106000  560700		2025/11	300.50
				218213	BLANKET PO FOR NURSERY STOCK	1106003  560700		2025/11	140.00
					Total For Check # 328943				440.50



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05/15/2025	328945	3871	SUMMIT FIRE & SECURITY LLC	3062437	3062437	1106001  540070		2025/9	233.00
Total For Check # 328945									233.00
05/15/2025	328947	4499	TIFFANY APRIL HALEY	2104	2104 05/06/2025	1101700  560230		2025/11	60.00
Total For Check # 328947									60.00
05/15/2025	328950	1230	TULSA COUNTY ADMINISTRATIVE SVCS	10013319	10013319 05/09/2025	1101400  550360		2025/11	147.60
Total For Check # 328950									147.60
05/15/2025	328951			10013322	10013322 05/09/2025	1101400  550360		2025/11	20.00
Total For Check # 328951									20.00
05/15/2025	328952			10013321	10013321 05/09/2025	1101400  550360		2025/11	20.00
Total For Check # 328952									20.00
05/15/2025	328953	949	TULSA WINNELSON COMPANY	611615 01	BLANKET PO MISC. PLUMBING SUPPLIES	1106000  560180		2025/11	60.52
				610948 01	BLANKET PO MISC. PLUMBING SUPPLIES	1106002  560180		2025/11	41.23
Total For Check # 328953									101.75
05/15/2025	328956	4365	UNICARE BUILDING MAINTENANCE INC	COBA2504001	CITY COUNCIL APPROVED 06/17/24	1105300  540070		2025/11	1,238.96
				COBA2504001	CITY COUNCIL APPROVED 06/17/24	1101700  540280		2025/11	2,150.40
				COBA2504001	CITY COUNCIL APPROVED 06/17/24	1106002  540280		2025/11	1,632.61
				COBA2504002	CITY COUNCIL APPROVED 06/17/24	1105300  540070		2025/11	365.29
				COBA2504002	CITY COUNCIL APPROVED 06/17/24	1101700  540280		2025/11	634.03
				COBA2504002	CITY COUNCIL APPROVED 06/17/24	1106002  540280		2025/11	481.35
Total For Check # 328956									6,502.64



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05/15/2025	328957	4967	UNITED DATA TECHNOLOGIES, INC.	CW51912	Cybersecurity MXDR Conquest Cyber	1101200  540550		2025/11	11,614.40
						<b>Total For Check # 328957</b>			<b>11,614.40</b>
05/15/2025	328962	3508	VEGA AND TREVINO LLC	1659	1659 05/01/2025	1101315  530870		2025/11	3,500.00
						<b>Total For Check # 328962</b>			<b>3,500.00</b>
05/15/2025	328963	5302	VERSALIFT SOUTHWEST, LLC	175281	UNIT 2117	1106003  540200		2025/11	6,740.80
						<b>Total For Check # 328963</b>			<b>6,740.80</b>
05/15/2025	328964	3950	ES OPCO USA LLC	CINV105081331	Kontrol 4 - 4 Mosquito Spray - SIGN SHOP	1105300  560230		2025/11	295.00
						<b>Total For Check # 328964</b>			<b>295.00</b>
05/15/2025	328965	376	WAGONER COUNTY CLERK	25-3616	25-3516 FILLINGS AT THE COURT HOUSE APRIL 2025	1101700  550860		2025/11	22.00
				25-3522	25-3522 FILLINGS AT THE COURT HOUSE APRIL 2025	1101700  550860		2025/11	56.00
				25-1290	25-1290 FILLINGS AT THE COURT HOUSE	1101700  550860		2025/11	54.00
				25-1692	25-1692 02/20/2025	1101700  550860		2025/11	26.00
				25-1932	25-1932 FILLINGS COURT HOUSE	1101700  550860		2025/11	18.00
						<b>Total For Check # 328965</b>			<b>176.00</b>
05/15/2025	328967	48	WARREN POWER & MACHINERY, INC.	TM38742	UNIT #0950	1105300  540200		2025/11	7,511.07
						<b>Total For Check # 328967</b>			<b>7,511.07</b>
05/15/2025	328970	1095	WINDSTREAM HOLDINGS II LLC	100738910 05052025	FY25 ANNUAL AGREEMENT	1106005  550220		2025/11	180.28
				100738910 04032025	FY25 ANNUAL AGREEMENT	1106005  550220		2025/11	171.62
						<b>Total For Check # 328970</b>			<b>351.90</b>
05/22/2025	328972	4104	AARON MCCOLLOCH	pdr 05122025	PER DIEM, UBER, AIRPORT PARKING REIM DC	1101310  550030		2025/11	92.00



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				T&A 05122025	TRAVEL AND ACCOMODATION DC FLY	1101310  550030		2025/11	47.93
					<b>Total For Check #</b>	<b>328972</b>			<b>139.93</b>
05/22/2025	328973	4120	ABIGAIL BLAND	PDR 06042025	PER DIEM 2025 OMCC CONF STILLWATER OK	1101800  550030		2025/11	54.40
					<b>Total For Check #</b>	<b>328973</b>			<b>54.40</b>
05/22/2025	328974	4904	AMERITAS LIFE INSURANCE CORP.	159553	Payroll Run 1 - Warrant 250425	110  218240		2025/10	2,982.74
					<b>Total For Check #</b>	<b>328974</b>			<b>2,982.74</b>
05/22/2025	328975	5385	ANDREW HAGAR	PDR 06042025	PER DIEM 2025 OMCCA CONFERENCE	1101800  550030		2025/11	54.40
					<b>Total For Check #</b>	<b>328975</b>			<b>54.40</b>
05/22/2025	328979	3260	BRITTANY PACK	PDR 06042025	PER DIEM 2025 OMCC CONF STILLWATER OK	1101800  550030		2025/11	54.40
					<b>Total For Check #</b>	<b>328979</b>			<b>54.40</b>
05/22/2025	328980	5141	CHERYL OWENS	PDR 05052025	PER DIEM REQUEST 2025 HR CONNECT CONFERENCE	1101102  550030		2025/11	40.00
				T&A 05052025	TRAVEL AND ACCOMODATIONS 2025 HR CONNECT	1101102  550030		2025/11	174.42
					<b>Total For Check #</b>	<b>328980</b>			<b>214.42</b>
05/22/2025	328982	4479	DAVID GRAHAM PARKER	MAY 12, 2025	MAY 12, 2025 TRAVEL TO OKLA SUPREME COURT-OKC	1101010  550030		2025/11	167.60
					<b>Total For Check #</b>	<b>328982</b>			<b>167.60</b>
05/22/2025	328983	2471	DEBRA WIMPEE	MLG 04222025	MILEAGE REIMB BA DAY AT THE CAPITOL & WIMG REIMB	1101700  550030		2025/11	191.46
				PDR 04222025	PER DIEM REQUEST BA DAY AT THE CAPITOL & WIMG REIM	1101700  550030		2025/11	48.69
					<b>Total For Check #</b>	<b>328983</b>			<b>240.15</b>
05/22/2025	328988	4140	JENNIFER RUSH	PDR 05122025	PER DIEM WASHINGTON DC FLY IN	1101315  550030		2025/11	92.00
				T&A 05122025	TRAVEL AND ACCOMODATIONS WASHINGTON DC FLY IN	1101315  550030		2025/11	1,041.03



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						Total For Check # 328988			1,133.03
05/22/2025	328990	1560	JOHNNIE PARKS	PDR 04222025	PER DIEM REQUEST BA DAY AT THE CAPITOL	1101700  550030		2025/11	8.00
						Total For Check # 328990			8.00
05/22/2025	328991	3312	JOY CLERE	TRR SP2025	TUITION REIMB REQUEST SPRING 2025	1101501  530110		2025/11	1,420.66
						Total For Check # 328991			1,420.66
05/22/2025	328992	4522	KIMBER PITTMAN	T&A 05112025	UBER/TYLER CONNECT 2025 MAY 11-14,2025	1101200  550030		2025/11	38.86
						Total For Check # 328992			38.86
05/22/2025	328993	495	LESIA THOMAS	PDR 06042025	PER DIEM 2025 OMCC CONF STILLWATER OK	1101800  550030		2025/11	54.40
						Total For Check # 328993			54.40
05/22/2025	328994	761	LISA FORD	PDR 04222025	BA DAY AND THE CAPTIOL AND WIMG RETREAT REIMB	1101700  550030		2025/11	641.14
				MLG 04292025	MILEAGE REIMB FOR ADVOCACY/ NSU & OML LEGISLATIVE	1101700  550030		2025/11	321.84
				MLG 05062025	MILEAGE REIMB FOR ADVOCACY/ NSU & OML LEGISLATIVE	1101700  550030		2025/11	136.74
						Total For Check # 328994			1,099.72
05/22/2025	328997	5386	MIKAYLA PACIN	PDR 06042025	PER DIEM 2025 OMCCA CONFERENCE	1101800  550030		2025/11	54.40
						Total For Check # 328997			54.40
05/22/2025	328999	5378	MUNICIPAL CODE MANAGEMENT, LLC	5/14/2025	RECODIFICATION OF THE CITYS CODE OF ORDINANCES	1101010  540280		2025/11	6,500.00
						Total For Check # 328999			6,500.00
05/22/2025	329000	1344	OKLAHOMA UNIFORM BUILDING CODE COMM	APRIL 2025	APRIL 2025	110  280300		2025/11	1,592.00
						Total For Check # 329000			1,592.00



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05/22/2025	329005	999905	OTP - TORT CLAIMS	TRT1560.2024	TRT1560.2024 DOG BEING TASED	1101700  550090		2025/11	24,999.99
Total For Check # 329005									24,999.99
05/22/2025	329019	489	ADMIRAL EXPRESS LLC	206318-S	SUPPLIESS - APRIL 2025	1106002  560030		2025/11	140.83
				206473-S	SUPPLIESS - APRIL 2025	1106002  560330		2025/11	713.23
				206567-S	SUPPLIESS - APRIL 2025	1101300  560030		2025/11	56.81
				206588-S	SUPPLIESS - APRIL 2025	1101400  560030		2025/11	16.45
				206393-S	SUPPLIESS - APRIL 2025	1101010  560030		2025/11	62.98
				206660-S	SUPPLIESS - APRIL 2025	1101102  560030		2025/11	127.32
				206307-S	SUPPLIESS - APRIL 2025	1105300  560030		2025/11	314.31
				206568-S	SUPPLIESS - APRIL 2025	1101700  560030		2025/11	53.76
Total For Check # 329019									1,485.69
05/22/2025	329020	149	AMERICAN ELECTRIC POWER/PSO	550-797-0- 04302025	958-550-797-0-3 APR 30, 2025 1900 W SHREVEPORT	1106000  550410		2025/11	153.04
				624-103-0-9 05152025	FY25 ANNUAL AGREEMENT 9 PYMTS	1106001  550250		2025/11	1,345.61
Total For Check # 329020									1,498.65
05/22/2025	329022	4935	AMAZON.COM SALES INC	1N9L-QRN1-4M9R	OFFICE SUPPLIES/OFFICE EQUIPMENT	1101400  560030		2025/11	48.16
				17W1-JX6C-61DW	Proximity Sensor	1106000  560330		2025/11	272.02
				1V74-QNMH-DLMQ	ITEM: Bostitch Office Dynamo 4 in 1 Standup Stapl	1101800  560030		2025/11	35.22
				1JTY-V1NJ-GCWQ	OFFICE SUPPLIES/OFFICE EQUIPMENT	1101400  560240		2025/11	189.98
				173P-TH7M-1QP3	ITEM: Logitech M170 Wireless Mouse for PC, Mac, L	1105300  560030		2025/11	74.56
				1GVV-W93T-3JKN	ITEM: Chair Mat for Hard Wood Floors - Heavy Duty	1105300  560030		2025/11	34.19
				11HM-FVGL-HV54	Office Supplies	1101400  560030		2025/11	84.84
				1GP6-CXR6-476J	office supplies	1101102  560030		2025/11	55.13



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				11FW-L1CC-3Y1L	POPRUN Planner 2025-2026 (Medium - 6.5" x 8.5")	1101501  560030		2025/11	20.69
				1KQV-RFYC-MGNC	SCANNERS FOR PAYROLL	1101501  560240		2025/11	1,340.00
				1CFN-RWPY-CMFY	ITEM: Video Game Chair for Adults, Gaming Chair w	1101200  560230		2025/11	199.97
				1W6Q-Y7DH-CG41	Battery for Kids to Parks Day Event at Nienhuis	1106002  560330		2025/11	17.00
				1XNL-6YNT-CD17	ITEM: Corona BP 3180D Forged Classic Bypass Prune	1106003  560230		2025/11	99.00
				1KFR-W67P-HY66	ITEM: MRS. MEYER'S CLEAN DAY Lemon Verbena Air Fr	1101315  560230		2025/11	69.57
				16RN-FLJ3-3X96	Bobrick B-2111 Soap Dispenser-Richard Walter	1106000  560230		2025/11	40.69
				1CKX-NHPY-HH3H	Office Supplies	1101102  560030		2025/11	125.38
				1LD4-NC94-L776	ITEM: Tiffen 55UVP Slim 55mm UV Protection Filter	1101310  560230		2025/11	542.62
				1LD4-NC94-L776	ITEM: Tiffen 55UVP Slim 55mm UV Protection Filter	1101310  560240		2025/11	1,473.00
				1Q1C-MR16-LH67	ITEM: ASI 0030 Surface Mounted Twin Hide-A-Roll T	1106000  560180		2025/11	76.27
				1Q1C-MR16-L7LL	Bill Counters for Pools	1106002  560240		2025/11	978.00
					<b>Total For Check # 329022</b>				<b>5,776.29</b>
05/22/2025	329025	1007	AMERICAN SERVICES INC.	2093	MOWING CONTRACT FOR EIGHT PARKS 04/10/2025	1106000  540280		2025/11	1,073.05
				2138	MOWING CONTRACT FOR EIGHT PARKS FOR 05/09/2025	1106000  540280		2025/11	1,073.05
					<b>Total For Check # 329025</b>				<b>2,146.10</b>
05/22/2025	329032	885	ATWOOD DISTRIBUTING LP	3513	BLANKET PO SAFETY SHOES & MISC ITEMS	1106000  560200		2025/11	59.99
				3510	BLANKET PO SAFETY SHOES & MISC ITEMS	1106000  560230		2025/11	2.94
				3514	BLANKET PO SAFETY SHOES & MISC ITEMS	1106000  560200		2025/11	9.99
				3515	BLANKET PO SAFETY SHOES & MISC	1106000  560230		2025/11	5.99



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					Total For Check #	329032			78.91
05/22/2025	329034	2321	AVERY DENNISON CORP	61821773	HIP MEDIA & INK FOR SIGN SHOP	1105300  560360		2025/11	287.82
					Total For Check #	329034			287.82
05/22/2025	329042	4666	BLUEJAY PROPERTIES LLC	JUNE 2025	REAL PROPERTY RENTAL OR LEASE	1101315  540330		2025/11	1,750.00
					Total For Check #	329042			1,750.00
05/22/2025	329045	4514	BRADLEY WERNER, LLC	24130	24130	1101010  530080		2025/11	481.25
					Total For Check #	329045			481.25
05/22/2025	329047	2910	BROKEN ARROW CHAMBER OF COMMERCE	76396	DC FLY- IN:SPURGEON,MCCOLLOCH,RUSH,WI MPEE,FORD, ETC	1101300  530110		2025/11	1,350.00
				76396	DC FLY- IN:SPURGEON,MCCOLLOCH,RUSH,WI MPEE,FORD, ETC	1101310  530110		2025/11	1,350.00
				76396	DC FLY- IN:SPURGEON,MCCOLLOCH,RUSH,WI MPEE,FORD, ETC	1101315  530110		2025/11	1,350.00
				76396	DC FLY- IN:SPURGEON,MCCOLLOCH,RUSH,WI MPEE,FORD, ETC	1101700  530110		2025/11	5,400.00
				77054	DC FLY-IN PICKEL	1101700  530110		2025/11	1,500.00
				77095	CHAMBER LUNCHEON MAY 7, 2025 JODY BAKER	1106002  530110		2025/11	40.00
				76908	SUCCESSFUL WOMENS LUNCHEON FOR LORI HILL	1101300  530110		2025/11	30.00
				76617-C	76617-C: SPURGEON, STEPHENS, & ROBINS	1101300  530110		2025/11	80.00
					Total For Check #	329047			11,100.00
05/22/2025	329050	20	BROKEN ARROW LAWN & GARDEN	117652	SMALL ENGINE PARTS	1106003  560230		2025/11	22.15



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					Total For Check #	329050			22.15
05/22/2025	329052	22	BROKEN ARROW SENIORS INC	41831	BASI CONTRACTUAL AGREEMENT MAY 2025	1106002  550100		2025/11	2,401.14
					Total For Check #	329052			2,401.14
05/22/2025	329053	297	C J MOLONEYS REST & PUB	05192025	COBA U GRADUATION LUNCH	1101102  550890		2025/11	514.00
					Total For Check #	329053			514.00
05/22/2025	329057	37	CINTAS CORPORATION	5269478601	BLANKET PO FOR MEDICAL SUPPLIES	1106000  560230		2025/11	130.27
				5269478602	BLANKET PO FOR MEDICAL SUPPLIES	1106002  560230		2025/11	92.62
				5269410402	BLANKET PO FOR MEDICAL SUPPLIES	1106000  560230		2025/11	69.68
				5269953603	BLANKET PO FOR MEDICAL SUPPLIES	1106002  560230		2025/11	69.98
				5270445814	BLANKET PO FOR MEDICAL SUPPLIES	1101400  560230		2025/11	153.37
				5270445814	BLANKET PO FOR MEDICAL SUPPLIES	1101501  560230		2025/11	135.11
				5270445813	BLANKET PO FOR MEDICAL SUPPLIES	1101102  560230		2025/11	96.56
				5270445809	BLANKET PO FOR MEDICAL SUPPLIES	1101310  560230		2025/11	29.15
					Total For Check #	329057			776.74
05/22/2025	329059	1391	CLEAN THE UNIFORM CO OKLAHOMA	52133542	52133542	1106002  540330		2025/11	26.19
				52134010	52134010	1101415  540310		2025/11	53.20
				52134015	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106000  540310		2025/11	104.69
				52134015	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106000  540330		2025/11	0.34
				52133541	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106000  540310		2025/11	26.19
				52133541	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106003  540310		2025/11	51.42



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				52132906	52132906	1106002  540330		2025/11	3.14
				52134647	52134647 MAY 14, 2025	1106005  540330		2025/11	1.32
				52134644	52134644 MAY 14, 2025	1106005  540310		2025/11	10.15
				52134644	52134644 MAY 14, 2025	1101700  540330		2025/11	22.54
				52133538		1101700  540330		2025/11	5.10
					<b>Total For Check # 329059</b>				<b>304.28</b>
05/22/2025	329062	5323 COLUMN SOFTWARE PBC		9B37CAF-0065	LEGAL PUBLICATIONS	1101410  550050		2025/11	124.10
				9B37CAF5-0066	LEGAL PUBLICATIONS	1101410  550050		2025/11	223.95
				9V37CAF5-0067	LEGAL PUBLICATIONS	1101410  550050		2025/11	154.46
					<b>Total For Check # 329062</b>				<b>502.51</b>
05/22/2025	329068	4794 DAIOHS FIRST CHOICE		TU-388675	COFFEE FOR BREAKROOM	1101400  560230		2025/11	144.98
				TU-388675	COFFEE FOR BREAKROOM	1101501  560230		2025/11	42.19
					<b>Total For Check # 329068</b>				<b>187.17</b>
05/22/2025	329069	2449 DAVIS SUPPLY CO		0020775185-001	BLANKET PO FOR POOL SUPPLIES	1106002  560340		2025/11	39.92
					<b>Total For Check # 329069</b>				<b>39.92</b>
05/22/2025	329078	2110 FARMERS CO-OP		4466595	Urea (bulk)	1106000  560340		2025/11	595.00
					<b>Total For Check # 329078</b>				<b>595.00</b>
05/22/2025	329079	4056 KIRKWALL HOLDINGS LLC		617-15746	CITY BANNER FOR FLOAT	1101700  560230		2025/11	141.00
					<b>Total For Check # 329079</b>				<b>141.00</b>
05/22/2025	329080	64 FEDERAL EXPRESS CORPORATION		8-855-02879 05082025	8-855-02879 MAY 8, 2025 1119-1744-2	1101700  550390		2025/11	10.87
					<b>Total For Check # 329080</b>				<b>10.87</b>
05/22/2025	329082	1231 AT&T MOBILITY LLC		DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101010  550540		2025/11	10.50
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101102  550540		2025/11	64.00
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101200  550540		2025/11	457.50



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				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101315  550540		2025/11	12.75
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101400  550540		2025/11	0.50
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101501  550540		2025/11	64.00
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1101800  550540		2025/11	12.75
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1105300  550540		2025/11	32.50
				DVR0042025	ACCT # 500634737 04/05-05/04/2025	1105310  550540		2025/11	64.00
					<b>Total For Check # 329082</b>				<b>718.50</b>
05/22/2025	329083			DVR0032025	ACCT # 500634737 03/05-04/04/2025	1101010  550540		2025/11	10.50
				DVR0032025	ACCT # 500634737 03/05-04/04/2025	1101102  550540		2025/11	32.00
				DVR0032025	ACCT # 500634737 03/05-04/04/2025	1101200  550540		2025/11	369.75
				DVR0032025	ACCT # 500634737 03/05-04/04/2025	1101400  550540		2025/11	12.75
				DVR0032025	ACCT # 500634737 03/05-04/04/2025	1101800  550540		2025/11	32.00
				DVR0032025	ACCT # 500634737 03/05-04/04/2025	1105310  550540		2025/11	64.00
					<b>Total For Check # 329083</b>				<b>521.00</b>
05/22/2025	329087	153 GELLCO UNIFORMS & SHOES INC		00298260	BLANKET PO FOR SAFETY SHOES	1106002  560100		2025/11	200.00
					<b>Total For Check # 329087</b>				<b>200.00</b>
05/22/2025	329088	5026 DALE GRAHAM		000176	000176 MAY 13, 2025	1106000  540070		2025/11	150.00
					<b>Total For Check # 329088</b>				<b>150.00</b>
05/22/2025	329090	79 GREEN ACRE SOD FARMS		9409	BLANKET PO FOR BERMUDA SOD	1106000  560700		2025/11	7.60
				9075	BLANKET PO FOR BERMUDA SOD	1106005  560230		2025/11	47.50
					<b>Total For Check # 329090</b>				<b>55.10</b>
05/22/2025	329092	5083 GREGORY S STAIRES		988153	988153	1101400  530870	2514040	2025/11	360.00
					<b>Total For Check # 329092</b>				<b>360.00</b>
05/22/2025	329103	115 INCOG		226947 A	226947-A	1101400  530870		2025/11	1,748.75



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						Total For Check # 329103			1,748.75
05/22/2025	329107	4523	SCOTT PENDERGRASS	172	172 MAY 17, 2025 RDFM ENTERTAINMENT	1101400  540280		2025/11	200.00
						Total For Check # 329107			200.00
05/22/2025	329108	1560	JOHNNIE PARKS	JUNE 2025	CELL PHONE ALLOWANCE	1101700  550220		2025/11	80.00
						Total For Check # 329108			80.00
05/22/2025	329111	5131	KEVIN BEHE	13590	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.36
				13590	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.04
				13590	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.82
				13590	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13590	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13418	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.25
				13418	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.62
				13418	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.09
				13418	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.24
				13418	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.31
				13736	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.32
				13736	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13736	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13736	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66



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				13736	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.41
				13608	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.40
				13608	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13608	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.81
				13608	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13608	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13611	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.30
				13611	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13611	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13611	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13611	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.42
				13592	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.32
				13592	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13592	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13592	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13592	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.41
				13422	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.30
				13422	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13422	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				13422	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13422	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.42
				13428	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.32
				13428	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13428	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13428	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13428	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.41
				13595	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.38
				13595	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13595	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.82
				13595	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13595	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
				13512	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.30
				13512	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83
				13512	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13512	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13512	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.42
				13424	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.32
				13424	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	0.83



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				13424	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.45
				13424	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	1.66
				13424	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.41
					<b>Total For Check # 329111</b>				<b>53.63</b>
05/22/2025	329114	1124	KIVELL,RAYMENT AND FRANCIS, P.C.	1509.193	TITLE REPORTS	1101415  530870		2025/11	600.00
					<b>Total For Check # 329114</b>				<b>600.00</b>
05/22/2025	329118	614	LIGHTING INC/BROKEN ARROW ELECTRIC	S3346055.001	BLANKET PO FOR MISC. LIGHTING	1101700  560180		2025/11	216.00
				S3339747.001	BLANKET PO FOR MISC. LIGHTING	1106004  560180		2025/11	373.34
					<b>Total For Check # 329118</b>				<b>589.34</b>
05/22/2025	329119	131	LOCKE SUPPLY COMPANY	55392299-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106005  560180		2025/11	70.50
				55329454-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106002  560230		2025/11	20.60
					<b>Total For Check # 329119</b>				<b>91.10</b>
05/22/2025	329124	1377	MUSKOGEE MARBLED GRANITE LLC	195036	BLANKET ORDER FOR NICHE ENGRAVING	1106005  540280		2025/11	160.00
					<b>Total For Check # 329124</b>				<b>160.00</b>
05/22/2025	329127	25	NAPA AUTO PARTS	015480	355100	1106000  560200		2025/11	229.46
				015537	62070603	1105300  560200		2025/11	284.20
				015537		1105300  560200		2025/11	25.00
				015678	209562	1106003  560200		2025/11	6.23
				015678	7151	1106003  560200		2025/11	14.72
				015678	300458	1106003  560200		2025/11	45.66
				015678	230266	1106003  560200		2025/11	10.44



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				015678	200905	1106003  560200		2025/11	19.93
				015678	15W40BULK	1106003  560210		2025/11	46.67
				015678	RTU1EXT	1106003  560210		2025/11	17.22
				015678	2413	1106003  560230		2025/11	5.56
				015807	7620	1105310  560200		2025/11	6.45
				015807	600255NP	1105310  560200		2025/11	37.34
				015807	600112	1105310  560200		2025/11	46.58
				015807	4579	1105310  560200		2025/11	6.97
				015807	6930	1105310  560200		2025/11	22.28
				015807	15W40BULK	1105310  560210		2025/11	43.08
				015807	2413	1105310  560230		2025/11	5.56
				015820	GL1943103865	1106000  560190		2025/11	327.52
				15958	106689503	1106000  560200		2025/11	354.18
				15958		1106000  560200		2025/11	28.79
				15971	TOYO556640	1105310  560190		2025/11	1,716.68
				015910	FG1439	1106003  560200		2025/11	305.56
				015925	748806	1106000  560200		2025/11	358.46
				015925		1106000  560200		2025/11	23.27
						Total For Check # 329127			3,987.81
05/22/2025	329128			015455	4211	1105300  560200		2025/11	13.95
				015455	600451	1105300  560200		2025/11	27.15
				015455	100454	1105300  560200		2025/11	6.45
				015455	201057	1105300  560200		2025/11	14.07
				015455	15W40BULK	1105300  560210		2025/11	28.72
				015695	1372	1106000  560200		2025/11	4.15
				015695	1249	1106000  560200		2025/11	14.09
				015695	200697	1106000  560200		2025/11	27.00
				015695	5W30BULK	1106000  560210		2025/11	26.67



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				015703	607003	1105300  560200		2025/11	2.76
				015703	6060CD	1105300  560200		2025/11	48.02
				015703	60250R	1105300  560200		2025/11	34.37
				015703	66205C	1105300  560200		2025/11	56.14
				015708	3972	1106000  560200		2025/11	7.11
				015708	1129188	1106000  560200		2025/11	77.48
				015708	6449	1106000  560200		2025/11	12.88
				015708	1365	1106000  560200		2025/11	4.15
				015708	122377	1106000  560210		2025/11	21.42
				015715	6004ZZ	1106000  560200		2025/11	65.60
				015852	AN225001001	1105310  560200		2025/11	101.14
				015805	6932	1105300  560200		2025/11	30.46
				015805	7060	1105300  560200		2025/11	4.15
				015805	5W30BULK	1105300  560210		2025/11	22.86
				015833	3972	1106000  560200		2025/11	7.11
				015833	1064	1106000  560200		2025/11	6.36
				015833	9978	1106000  560200		2025/11	22.18
				015833	9968	1106000  560200		2025/11	31.27
				015833	15W40BULK	1106000  560200		2025/11	14.36
				015838	30500ZE1073	1105300  560200		2025/11	98.62
				015838		1105300  560200		2025/11	2.66
				15933	7060	1101415  560200		2025/11	4.15
				15933	4579	1101415  560200		2025/11	6.97
				15933	2725	1101415  560200		2025/11	15.58
				15933	60221B	1101400  560200		2025/11	19.96
				15933	5W20BULK	1101415  560210		2025/11	23.66
				15946	94605260	1106000  560200		2025/11	102.41
				15946	71205203	1106000  560200		2025/11	17.12



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				15968	1203	1105300  560200		2025/11	14.15
				15968	3033	1105300  560200		2025/11	3.11
				15968	3138	1105300  560200		2025/11	17.65
				15968	6562	1105300  560200		2025/11	28.12
				15968	7181	1105300  560200		2025/11	11.48
				15968	2330	1105300  560200		2025/11	32.63
				15968	2331	1105300  560200		2025/11	21.45
				15968	15W40BULK	1105300  560210		2025/11	28.72
				015892	200679	1101200  560200		2025/11	41.53
				015892	1372	1101200  560200		2025/11	4.15
				015892	230266	1101200  560200		2025/11	10.44
				015892	5W30BULK	1101200  560210		2025/11	26.67
				015897	38634	1105300  560200		2025/11	64.88
				015897	1847747C1	1105300  560200		2025/11	82.66
						<b>Total For Check # 329128</b>			<b>1,410.84</b>
05/22/2025	329129			015457	122494	1106000  560210		2025/11	10.74
				015471	HDRTU1GAL	1105300  560210		2025/11	34.32
				015522	60221B	1106000  560200		2025/11	19.96
				015530	706616	1106000  560210		2025/11	17.34
				015680	822384	1106000  560210		2025/11	42.84
				015705	1249	1106000  560200		2025/11	-14.09
				015709	6060CD	1105300  560200		2025/11	48.02
				015847	1042	1106000  560200		2025/11	4.15
				015847	2488	1106000  560200		2025/11	13.50
				015847	5W30BULK	1106000  560210		2025/11	22.86
				015847	RTU1DEX	1106000  560210		2025/11	9.30
				015847	2413	1106000  560230		2025/11	5.56
				015848	85805	1106000  560210		2025/11	47.77



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				015849	122377	1106000  560200		2025/11	14.28
				015857	789DEF	1105300  560200		2025/11	11.11
				015870	HDRTU1GAL	1105300  560210		2025/11	17.16
				015877	M121	1106000  560230		2025/11	17.66
				015879	124315	1106000  560210		2025/11	14.28
				015804	607003	1105300  560200		2025/11	8.28
				015804	6060CD	1105300  560200		2025/11	48.02
				015812	AR170	1105300  560200		2025/11	18.54
				015817	5010202R3	1105300  560200		2025/11	3.22
				015817	6060CD	1105300  560200		2025/11	-48.02
				015826	30086R	1105300  560200		2025/11	24.44
				15942	502	1101415  560200		2025/11	21.67
				15942	2413	1101415  560230		2025/11	5.56
				15944	706616	1106005  560210		2025/11	8.67
				15944	75500	1106005  560210		2025/11	14.73
				15945	502	1101415  560200		2025/11	21.67
				15949	K566342110	1106000  560200		2025/11	18.99
				15969	122377	1106000  560210		2025/11	14.28
				015891	HDRTU1GAL	1105300  560210		2025/11	17.16
				015894	100050	1101415  560200		2025/11	4.15
				015894	5W30BULK	1101415  560210		2025/11	22.86
				015919	706616	1106000  560210		2025/11	17.34
				015926	46AWBULK	1105300  560210		2025/11	12.40
						<b>Total For Check # 329129</b>			<b>570.72</b>
05/22/2025	329130			015460	100255	1105300  560200		2025/11	4.15
				015460	100454	1105300  560200		2025/11	-6.45
				015460	15W40BULK	1105300  560210		2025/11	7.18
				015464	CTR1020D	1106000  560200		2025/11	4.46



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				015491	7251675	1106000  560200		2025/11	3.27
				015500	49005	1105300  560210		2025/11	8.24
				015697	06133	1105300  560230		2025/11	6.62
				015846	10401	1105300  560200		2025/11	2.88
				015856	RTU1DEX	1106000  560210		2025/11	9.30
				015874	ATFBULK	1106000  560210		2025/11	4.32
				015813	7131	1105300  560200		2025/11	2.41
				015835	7051018	1106000  560230		2025/11	0.01
				015895	230266	1101200  560200		2025/11	-10.44
				015908	75140	1106000  560210		2025/11	0.02
				015782	75207	1106000  560210		2025/11	5.82
				015783	89825	1105300  560230		2025/11	4.06
				015783	46181500	1105300  560230		2025/11	-8.11
				015799	2413	1106000  560230		2025/11	2.78
						<b>Total For Check # 329130</b>			<b>40.52</b>
05/22/2025	329132	5098	NORTHEAST TECHNOLOGY CENTER	BIS-7221	DEFENSIVE DRIVING 3/19/25	1101102  530870		2025/11	250.00
						<b>Total For Check # 329132</b>			<b>250.00</b>
05/22/2025	329133	4257	ODIN INTERNATIONAL INC	35217	6'10" x 29'4" tan ThoroWeave 990 super shade mesh	1106000  560180		2025/11	1,093.60
						<b>Total For Check # 329133</b>			<b>1,093.60</b>
05/22/2025	329139	98	OKLAHOMA NATURAL GAS CO	179333536 05132025	211107563 1793335 36 MAY 13, 2025 8801 S FAWNWOOD	1106000  550240		2025/11	55.23
						<b>Total For Check # 329139</b>			<b>55.23</b>
05/22/2025	329142	4505	ON CALL SERVICES AND RENTALS, LLC	83427	83427	1101400  530870	2514120	2025/11	840.12
				83398	83398	1101400  530870	2514120	2025/11	1,602.00
						<b>Total For Check # 329142</b>			<b>2,442.12</b>



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05/22/2025	329143	1703	PEYDAY REALTY LLC	JUNE 2025	REAL PROPERTY RENTAL OR LEASE	1101700  540330		2025/11	4,216.67
Total For Check # 329143									4,216.67
05/22/2025	329145	548	PIPELINE PACKAGING CORP	91450	(20)- 55 Gal Black Recond. Unlined Drums	1106000  560330		2025/11	1,720.00
Total For Check # 329145									1,720.00
05/22/2025	329153	4031	ROBERT E ALLEN	240826-0935	240826-0935 WATTS TERMINATION CASE	1101700  530080		2025/11	6,015.50
Total For Check # 329153									6,015.50
05/22/2025	329155	4361	ROCKET INDUSTRIAL, INC	IN00526039	112 rolls-3" Dark Brn Tape #143643-NPPC (CPCC)	1106002  560230		2025/11	1,008.00
Total For Check # 329155									1,008.00
05/22/2025	329156	201	ROYAL PRINTING	66390	66390	1101310  560230		2025/11	16.50
Total For Check # 329156									16.50
05/22/2025	329157	4321	RUSSELL LEE ROBERTS	RDFM-2025-1	RDFM ENTERTAINMENT 05/10/25	1101400  540280		2025/11	200.00
Total For Check # 329157									200.00
05/22/2025	329159	602	SANDERS NURSERY	1120367	BLANKET PO FOR NURSERY STOCK	1106003  560230		2025/11	51.00
Total For Check # 329159									51.00
05/22/2025	329168	2144	SITE ONE LANDSCAPE SUPPLY LLC	153229674-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560340		2025/11	194.96
				153123387-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106003  560700		2025/11	322.44
				153062430-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106003  560700		2025/11	495.88
				153062432-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560230		2025/11	56.31
				153061564-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560340		2025/11	194.96



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				153320334-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560230		2025/11	11.26
				153321886-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560340		2025/11	131.05
					<b>Total For Check #</b>	<b>329168</b>			<b>1,406.86</b>
05/22/2025	329169	303	SMITH FARM & GARDEN CO	86512	BLANKET PO FOR MISC. PARTS	1106000  560230		2025/11	67.98
					<b>Total For Check #</b>	<b>329169</b>			<b>67.98</b>
05/22/2025	329171	1081	SOUTHERN AGRICULTURE	816007	BLANKET PO FOR DOG & CAT FOOD	1106002  560330		2025/11	12.84
				814555	BLANKET PO FOR DOG & CAT FOOD	1106002  560330		2025/11	54.43
				815315	BLANKET PO FOR DOG & CAT FOOD	1106002  560330		2025/11	5.96
					<b>Total For Check #</b>	<b>329171</b>			<b>73.23</b>
05/22/2025	329174	1131	SPRING CREEK NURSERY	218915	BLANKET PO FOR NURSERY STOCK	1106003  560700		2025/11	297.50
				219109	BLANKET PO FOR NURSERY STOCK	1106003  560700		2025/11	184.00
				219228	BLANKET PO FOR NURSERY STOCK	1106000  560700		2025/11	1,020.00
				219199	2" bald cypress tree	1106000  560700		2025/11	1,780.00
					<b>Total For Check #</b>	<b>329174</b>			<b>3,281.50</b>
05/22/2025	329177	234	STOREY TOWING LLC	58071	58071	1106000  540290		2025/11	285.00
					<b>Total For Check #</b>	<b>329177</b>			<b>285.00</b>
05/22/2025	329179	3496	TEAM PROFESSIONAL SERVICES INC	130212	130212	1101102  530020		2025/11	1,782.00
				130211	DRUG & ALCOHOL TESTING RANDOM & FOLLOW UP	1101102  530020		2025/11	462.00
					<b>Total For Check #</b>	<b>329179</b>			<b>2,244.00</b>
05/22/2025	329180	533	BROKEN ARROW INSURANCE	3082010	3082010	1101800  530110		2025/11	30.00



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Total For Check # 329180									30.00
05/22/2025	329183	1104	TIGER, INC.	0425186546	0425186546 MAY 13, 2025 1800 S MAIN ST	1106001  550240		2025/11	75.68
Total For Check # 329183									75.68
05/22/2025	329189	1230	TULSA COUNTY ADMINISTRATIVE SVCS	10013237	10013237	1101700  550360		2025/11	20.00
Total For Check # 329189									20.00
05/22/2025	329190			10013238	10013238	1101800  550360		2025/11	18.26
Total For Check # 329190									18.26
05/22/2025	329191			10013327	COMPLIMENTARY SWIM PASSES 2025	1106002  550360		2025/11	35.18
Total For Check # 329191									35.18
05/22/2025	329199	2390	TULSA TECHNOLOGY CENTER	A24A9BEE	CPR, FIRST AID, AED - APRIL 10, 2025	1101102  530870		2025/11	330.00
Total For Check # 329199									330.00
05/22/2025	329200	949	TULSA WINNELSON COMPANY	611865 01	BLANKET PO MISC. PLUMBING SUPPLIES	1106000  560180		2025/11	1,489.07
Total For Check # 329200									1,489.07
05/22/2025	329209	4397	MDEAN CONCEPTS LLC	29	29 BLOCK PARTY ENTERTAINMENT MUSIC	1101400  530870	2514040	2025/11	15,000.00
Total For Check # 329209									15,000.00
05/29/2025	329214	827	CONSTRUCTION INDUSTRIES BOARD	RENEWAL 2025	CODY BERNA LICENSE	1101415  530110		2025/11	35.00
Total For Check # 329214									35.00
05/29/2025	329215	3004	CURTIS GREEN	PDR 05152025	2025 IIMC ANNUAL CONF REIMB	1101800  550030		2025/11	232.20
				T&A 05152025	2025 IIMC ANNUAL CONF REIMB	1101800  550030		2025/11	1,227.66
Total For Check # 329215									1,459.86



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05/29/2025	329216	5050	DAVID REED	PDR 06082025	PER DIEM REQUEST - JUNE 8, 2025	1101410  550030		2025/11	368.00
					<b>Total For Check # 329216</b>				<b>368.00</b>
05/29/2025	329219	4140	JENNIFER RUSH	PDR 05182025	ICSC PER DIEM	1101315  550030		2025/11	258.00
					<b>Total For Check # 329219</b>				<b>258.00</b>
05/29/2025	329223	5387	MACKENZIE HACKETT	PDR 06112025	PER DIEM REQUEST - JUNE 11, 2025	1101410  550030		2025/11	320.00
					<b>Total For Check # 329223</b>				<b>320.00</b>
05/29/2025	329224	5391	MICHAEL JACK	CDL 05202025	CDL REIMBURSEMENT REQUEST - MAY 20, 2025	1105300  530110		2025/11	71.50
					<b>Total For Check # 329224</b>				<b>71.50</b>
05/29/2025	329225	999907	OTP - COURT REFUNDS	0000658	E923714-1	110  451020		2025/11	42.98
					<b>Total For Check # 329225</b>				<b>42.98</b>
05/29/2025	329226			000659	NO BALANCE - REFUND	110  451020		2025/11	131.84
					<b>Total For Check # 329226</b>				<b>131.84</b>
05/29/2025	329234	999903	OTP - UB REFUNDS	161268		110  150702		2025/11	41.90
					<b>Total For Check # 329234</b>				<b>41.90</b>
05/29/2025	329267	4356	RACHEL A FIELDS	MLG 05202025	MILEAGE REIMBURSEMENT - MAY 20-21, 2025	1101010  550030		2025/11	46.77
					<b>Total For Check # 329267</b>				<b>46.77</b>
05/29/2025	329271	4737	STU-B-QUE-LLC	551484	551484 05/22/2025	1101700  550890		2025/11	3,025.00
					<b>Total For Check # 329271</b>				<b>3,025.00</b>
05/29/2025	329275	1092	WESTLAKE HARDWARE INC	8038131	BLANKET PO FOR MISC ITEMS	1106000  560230		2025/11	29.99
				8038141	BLANKET PO FOR MISC ITEMS	1106000  560230		2025/11	15.98
				8038176	BLANKET PO FOR MISC ITEMS	1106000  560230		2025/11	33.57



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						Total For Check # 329275			79.54
05/29/2025	329277	149	AMERICAN ELECTRIC POWER/PSO	683-103-0-8 05162025	FY25 ANNUAL AGREEMENT	1106005  550250		2025/11	95.74
				784-327-0-0 05142025	955-784-327-0-0 MAY 14, 2025 9101 E HWY 51	1105310  550250		2025/11	75.59
						Total For Check # 329277			171.33
05/29/2025	329278	4935	AMAZON.COM SALES INC	16PR-L7NW-VVKQ	Yard Signs for Ray Harral	1106002  560330		2025/11	37.99
				196G-P67P-6YMC	Copy Paper	1101400  560030		2025/11	43.99
				16VJ-3QVP-VMXG	ITEM: Fancy Farms Popcorn Mini-Max Kit - 8 oz. ki	1105300  560030		2025/11	96.58
				11FW-L1CC-79Y4	ITEM: KOOY Inflatable Costume Adult, Chicken Cost	1101315  560230		2025/11	89.00
				11FW-L1CC-79Y4	ITEM: KOOY Inflatable Costume Adult, Chicken Cost	1101700  560230		2025/11	73.62
				1HGH-63GP-LQG6	Darts for Nerf Wars Nienhuis	1106002  560330		2025/11	31.44
						Total For Check # 329278			372.62
05/29/2025	329280	672	AMERICAN RED CROSS	22783712	9 LIFE GUARDING CLASSES CLS-06334103	1106002  530110		2025/11	423.00
						Total For Check # 329280			423.00
05/29/2025	329281	1007	AMERICAN SERVICES INC.	2184	MOWING CONTRACT FOR 8 PARKS 05/15/2025	1106000  540280		2025/11	1,073.05
				2244	2244 05/22/2025	1106000  540280		2025/11	1,073.05
						Total For Check # 329281			2,146.10
05/29/2025	329284	4846	APAC-CENTRAL, INC.	7002248804	BLANKET PO FOR AGGREGATE	1105300  560800		2025/11	1,150.38
				7002234489	BLANKET PO FOR AGGREGATE	1105300  560800		2025/11	3,623.40
						Total For Check # 329284			4,773.78
05/29/2025	329285	1468	ARLEDGE & ASSOCIATES, P.C.	50676	INTERIM AUDIT BILLING FINANCIAL STATEMENTS FY24	1101501  530810		2025/11	10,000.00



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						<b>Total For Check # 329285</b>			<b>10,000.00</b>
05/29/2025	329288	2321	AVERY DENNISON CORP	61820681	HIP MEDIA & INK FOR SIGN SHOP	1105300  560360		2025/11	721.64
				61820724	HIP MEDIA & INK FOR SIGN SHOP	1105300  560360		2025/11	1,728.00
				61821869	HIP MEDIA & INK FOR SIGN SHOP	1105300  560360		2025/11	1,728.00
						<b>Total For Check # 329288</b>			<b>4,177.64</b>
05/29/2025	329289	767	B & B ELECTRIC CO.	68903	Installation of pool pump on new motor.	1106002  540070		2025/11	625.00
						<b>Total For Check # 329289</b>			<b>625.00</b>
05/29/2025	329290	507	BEN E KEITH-OKLAHOMA	66993784	BLANKET PO FOR FOOD CONCESSIONS FOR PARKS	1106002  560670		2025/11	2,162.45
				66993827	BLANKET PO FOR FOOD CONCESSIONS FOR PARKS	1106002  560670		2025/11	2,811.01
						<b>Total For Check # 329290</b>			<b>4,973.46</b>
05/29/2025	329293	3013	BLUEBEAM, INC	2354776	SUBSCRIPTION RENEWAL	1101410  560280		2025/11	390.00
						<b>Total For Check # 329293</b>			<b>390.00</b>
05/29/2025	329297	20	BROKEN ARROW LAWN & GARDEN	118430	SMALL ENGINE PARTS	1105300  560230		2025/11	94.63
				117224	SMALL ENGINE PARTS	1105300  560200		2025/11	25.00
						<b>Total For Check # 329297</b>			<b>119.63</b>
05/29/2025	329298	790	BSN SPORTS, LLC	929757664	#5004 Bison Elem Goal	1106000  560330		2025/11	188.79
						<b>Total For Check # 329298</b>			<b>188.79</b>
05/29/2025	329300	297	C J MOLONEYS REST & PUB	5/19/2025	MAY 19, 2025 EMPLOYEE LUNCH	1101700  560230		2025/11	930.00
						<b>Total For Check # 329300</b>			<b>930.00</b>
05/29/2025	329303	633	CHICKASAW TELECOM INC	INV#63152	INV#63152 03/12/2025	1101200  540550		2025/11	102.50



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						Total For Check # 329303			102.50
05/29/2025	329305	1391	CLEAN THE UNIFORM CO OKLAHOMA	52135121	52135121 MAY 16, 2025	1105310  540310		2025/11	141.73
				52135119	52135119 MAY 16, 2025	1105300  540310		2025/11	113.29
				52135119	52135119 MAY 16, 2025	1105310  540310		2025/11	7.17
				52135119	52135119 MAY 16, 2025	1105300  540330		2025/11	6.65
				52134011	52134011 MAY 9, 2025	1105310  540310		2025/11	141.73
				52134009	52134009 MAY 9, 2025	1105300  540310		2025/11	137.86
				52134009	52134009 MAY 9, 2025	1105310  540310		2025/11	15.93
				52134009	52134009 MAY 9, 2025	1105300  540330		2025/11	2.55
				52135124	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106000  540310		2025/11	104.69
				52135124	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106000  540330		2025/11	0.34
				52134648	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106000  540310		2025/11	26.19
				52134648	RENTAL CHARGES FOR DIVISION EMPLOYEES	1106003  540310		2025/11	51.42
				52135127	NAVY MAT FOR MUNICIPAL COURT JUSTICE CENTER	1101800  540330		2025/11	7.84
				52135120	52135120 MAY 16, 2025	1101415  540310		2025/11	53.20
				52135762	52135762 MAY 21, 2025	1101400  540330		2025/11	5.10
				52136230	52136230 05/23/2025	1106000  540310		2025/11	104.69
				52136230	52136230 05/23/2025	1106000  540330		2025/11	0.34
				52135765	52135765 05/21/2025	1106000  540310		2025/11	26.19
				52135765	52135765 05/21/2025	1106003  540310		2025/11	51.42
				52136231	52136231 05/23/2025	1106002  540330		2025/11	33.17
				52135766	52135766 05/21/2025	1106002  540330		2025/11	26.19
						Total For Check # 329305			1,057.69
05/29/2025	329308	882	COX COMMUNICATIONS	064999903 05162025	001 6311 064999903 MAY 16, 2025	1105300  550540		2025/11	45.97



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						Total For Check # 329308			45.97
05/29/2025	329316	4056 KIRKWALL HOLDINGS LLC		617-15692	Custom polycarbonate sign w/holes- per approved dr	1106000  560240		2025/11	215.04
						Total For Check # 329316			215.04
05/29/2025	329318	1231 AT&T MOBILITY LLC		32244712X05092025	287332244712X05092025 539-240-7952	1101200  550540		2025/11	43.23
						Total For Check # 329318			43.23
05/29/2025	329324	227 GOVERNMENT FINANCE OFFICERS ASSOCIATION		CASH-26256001	GFOA ANNUAL MEMBERSHIP RENEWAL(5/1/25-4/30/26)	1101501  530850		2025/11	840.00
						Total For Check # 329324			840.00
05/29/2025	329325	5026 DALE GRAHAM		000042	000042 MAY 14, 2025	1106004  540070		2025/11	394.54
				000045	UNIT NOT RUNNING FOUND BAD THERMOSTAT	1106002  540070		2025/11	100.00
						Total For Check # 329325			494.54
05/29/2025	329326			22503169	REPLACE BLOWER MOTOR ON UNIT 2- 3 (ARTS BLDG)	1106004  540070		2025/11	2,440.35
						Total For Check # 329326			2,440.35
05/29/2025	329331	3454 GREENSHINE NEW ENERGY LLC		GS20250206CB	HZ-D-AA-350-35-95V-D Driver	1106000  560180		2025/11	1,696.00
						Total For Check # 329331			1,696.00
05/29/2025	329338	1582 IMPERIAL LLC		2870-8278148	2870-8278148 MAY 20, 2025	1105310  560230		2025/11	23.52
				2870-8278148	2870-8278148 MAY 20, 2025	1105300  560230		2025/11	47.04
						Total For Check # 329338			70.56
05/29/2025	329342	5131 KEVIN BEHE		13421	CITY COUNCIL APPROVED 09/09/24	1101200  540070		2025/11	0.38
				13421	CITY COUNCIL APPROVED 09/09/24	1105300  540070		2025/11	1.03
				13421	CITY COUNCIL APPROVED 09/09/24	1106000  540070		2025/11	1.82



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				13421	CITY COUNCIL APPROVED 09/09/24	1106002  540070		2025/11	2.07
				13421	CITY COUNCIL APPROVED 09/09/24	1106005  540070		2025/11	0.52
					<b>Total For Check # 329342</b>				<b>5.82</b>
05/29/2025	329344	124 KIMS INTERNATIONAL		0150528-IN	BLANKET PO FOR MISC. FITTINGS	1106000  560200		2025/11	45.86
				0150491-IN	BLANKET PO FOR MISC. FITTINGS	1106000  560200		2025/11	81.70
					<b>Total For Check # 329344</b>				<b>127.56</b>
05/29/2025	329346	1050 LAFERRY'S LP GAS COMPANY		00059039B	BLANKET PO FOR PROPANE	1105300  560800		2025/11	-80.50
					<b>Total For Check # 329346</b>				<b>-80.50</b>
05/29/2025	329347	4351 LEE ENTERPRISES INC		A4302025 5006394	PUBLICATIONS - TULSA WORK & WAGONER CONTY AMERICAN	1101700  550050		2025/11	1,293.90
					<b>Total For Check # 329347</b>				<b>1,293.90</b>
05/29/2025	329348	499 LESLIES POOL SUPPLIES INC		00727-02-87516	Blanket PO for Parks	1106002  560230		2025/11	76.47
				WPR9091609-0001	Blanket PO for Parks	1106000  560230		2025/11	35.99
				00727-02-087568	Blanket PO for Parks	1106002  560230		2025/11	248.97
					<b>Total For Check # 329348</b>				<b>361.43</b>
05/29/2025	329350	614 LIGHTING INC/BROKEN ARROW ELECTRIC		S3320116.003	BLANKET PO FOR MISC. LIGHTING	1101700  560180		2025/11	35.27
				S3344966.001	BLANKET PO FOR MISC. LIGHTING	1106000  560180		2025/11	89.06
					<b>Total For Check # 329350</b>				<b>124.33</b>
05/29/2025	329351	131 LOCKE SUPPLY COMPANY		55387271-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106005  560180		2025/11	70.50
				55506733-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106000  560180		2025/11	30.11
				55475504-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1101700  560180		2025/11	117.01



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				55397624-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1105310  560240		2025/11	298.00
				55461338-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106000  560180		2025/11	17.28
				55514107-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	1106004  560180		2025/11	245.87
					<b>Total For Check # 329351</b>				<b>778.77</b>
05/29/2025	329354	3574	MIRAMAR TRAFFIC & PARKING SIGNS LLC	8490	36" SCHOOL ZONE SIGNS/BLANKS	1105300  560360		2025/11	803.75
					<b>Total For Check # 329354</b>				<b>803.75</b>
05/29/2025	329356	25	NAPA AUTO PARTS	15720	400107	1105300  560200		2025/11	76.14
				15720	343216010	1105300  560200		2025/11	199.06
				15720	4318	1105300  560200		2025/11	15.07
				15720	FS20194	1105300  560200		2025/11	91.36
				15720	600515	1105300  560200		2025/11	49.25
				15720	15W40BULK	1105300  560210		2025/11	157.96
				15722	2413	1105300  560230		2025/11	5.56
				15727	57173	1105300  560230		2025/11	7.57
				15727	57173	1105300  560230		2025/11	7.57
				15730	FT8918F	1105300  560200		2025/11	63.68
				15730	FT8909F	1105300  560200		2025/11	69.86
				15747	44302R	1106000  560200		2025/11	19.28
				15748	49005	1106000  560230		2025/11	16.48
				15754	565241	1105300  560190		2025/11	754.97
				016029	0435370001	1105300  560200		2025/11	61.10
				016029		1105300  560200		2025/11	20.00
				016046	6012A	1101400  560200		2025/11	6.41
				016049	K597597530	1106000  560200		2025/11	85.30
				016050	K597597530	1106000  560200		2025/11	85.30



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				016051	2433	1106000  560200		2025/11	188.89
				016057	2651908	1106000  560200		2025/11	69.34
						<b>Total For Check # 329356</b>			<b>2,050.15</b>
05/29/2025	329360	98 OKLAHOMA NATURAL GAS CO	179074682 05192025	210104103 1790746 82 MAY 19, 2025	2300 S 1ST PL	1105300  550240		2025/11	68.70
			110093891 05142025	210105844 1100938 91 MAY 14, 2025	1800 S MAIN ST	1106001  550240		2025/11	180.83
			1798922373 05212025	211103080 17989223 73 MAY 21 2025	220 S 1ST ST	1101700  550240		2025/11	171.36
			109928482 05212025	210104103 1099284 82 MAY 21, 2025	201 S 1ST	1101700  550240		2025/11	70.53
			178921936 05212025	211103077 1789219 36 MAY 21, 2025	115 E COMMERCIAL	1101700  550240		2025/11	186.06
			180052518 05212025	210104103 1800525 18 MAY 21, 2025	123 N MAIN ST	1101315  550240		2025/11	15.48
			249790245 04222025	210104103 2797902 45 APRIL 22, 2025	400 S MAIN ST	1106004  550240		2025/11	340.96
			249790245 05212025	210104103 2497902 45 MAY 21, 2025	400 S MAIN ST	1106004  550240		2025/11	212.99
			179841136 05202025	210105844 1798411 36 MAY 20, 2025	302 S MAIN ST	1106004  550240		2025/11	267.63
			179919164 05202025	210105033 1799191 64 MAY 20, 2025	1117 S MAIN ST	1106004  550240		2025/11	72.69
			114693836 05202025	210155550 11469387 36 MAY 20, 2025	100 N FIR AVE	1106002  550240		2025/11	41.61
			179860600 05202025	21014103 1798606 00 MAY 20, 2025	110 N MAIN ST	1106004  550240		2025/11	172.09
			179037373 05202025	211104310 1790373 73 MAY 20, 2025	1500 S MAIN ST	1106002  550240		2025/11	179.60
			183429400 05202025	211151591 1834294 00 MAY 20, 2025	1350 S MAIN ST	1106002  550240		2025/11	50.13
						<b>Total For Check # 329360</b>			<b>2,030.66</b>
05/29/2025	329364	4987 DAVE HARRISON	25501		Aquatic Staff Uniform Shirts, QTE 25418	1106002  560100		2025/11	1,742.00
						<b>Total For Check # 329364</b>			<b>1,742.00</b>



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05/29/2025	329370	2542	REPUBLIC SERVICES OF TULSA	0053-000416508	0053-000416508 04/25/2025	1106002  540330		2025/11	2,071.81
						<b>Total For Check # 329370</b>			<b>2,071.81</b>
05/29/2025	329374	969	SHERWOOD CONSTRUCTION CO INC	277224	PRIMARY BLANKET FOR 8" SURGE ROCK	1105300  560800		2025/11	361.91
						<b>Total For Check # 329374</b>			<b>361.91</b>
05/29/2025	329375	834	SOFTWARE HOUSE INTERNATIONAL	B19425134	Sentinel SHI MS Azure	1101200  540550		2025/11	1,024.77
				B19547322	SHI Sentinel Feb	1101200  540550		2025/11	1,022.91
						<b>Total For Check # 329375</b>			<b>2,047.68</b>
05/29/2025	329378	2144	SITE ONE LANDSCAPE SUPPLY LLC	153625572-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560180		2025/11	51.59
				153625572-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560340		2025/11	128.29
				153715201-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560180		2025/11	269.61
				153570355-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560180		2025/11	5.02
				153529301-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560230		2025/11	31.64
				153515119-001	BLANKET PO FOR IRRIGATION SUPPLIES	1106000  560180		2025/11	98.49
						<b>Total For Check # 329378</b>			<b>584.64</b>
05/29/2025	329380	303	SMITH FARM & GARDEN CO	83524	Stihl BR600 backpack blower	1106000  560240		2025/11	439.99
						<b>Total For Check # 329380</b>			<b>439.99</b>
05/29/2025	329383	234	STOREY TOWING LLC	58257	58257 05/21/2025	1106005  540290		2025/11	171.00
						<b>Total For Check # 329383</b>			<b>171.00</b>
05/29/2025	329385	3871	SUMMIT FIRE & SECURITY LLC	3239981	3239981 05/07/2025	1101200  540280		2025/11	2,522.25
						<b>Total For Check # 329385</b>			<b>2,522.25</b>



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05/29/2025	329387	4499	TIFFANY APRIL HALEY	2105	COOLIES FOR NEW PROMO EMPLOYEES LUNCH 05/19/25	1101700  560230		2025/11	150.00
				2106	2106 05/22/2025	1101700  560230		2025/11	60.00
					<b>Total For Check # 329387</b>				<b>210.00</b>
05/29/2025	329392	1230	TULSA COUNTY ADMINISTRATIVE SVCS	10013331	BUSINESS CARDS	1101501  550360		2025/11	20.00
					<b>Total For Check # 329392</b>				<b>20.00</b>
05/29/2025	329393			10013332	BUSINESS CARDS	1101501  550360		2025/11	20.00
					<b>Total For Check # 329393</b>				<b>20.00</b>
05/29/2025	329396	949	TULSA WINNELSON COMPANY	611845 01	BLANKET PO MISC. PLUMBING SUPPLIES	1106000  560180		2025/11	28.69
				613688 01	BLANKET PO MISC. PLUMBING SUPPLIES	1106002  560230		2025/11	142.70
					<b>Total For Check # 329396</b>				<b>171.39</b>
05/29/2025	329398	333	TURNER ROOFING & SHEET METAL INC	INV016487	REPAIR ROOF LEAKS AT NEW SENIOR CENTER ANNEX	1106001  540070		2025/11	1,531.00
					<b>Total For Check # 329398</b>				<b>1,531.00</b>
05/29/2025	329406	1095	WINDSTREAM HOLDINGS II LLC	101118081 05212025	101118081 MAY 21, 2025 918-449-9015	1106000  550220		2025/11	90.44
				101118081 04222025	101118081 APRIL 22, 2025 918-449-9015	1106000  550220		2025/11	89.11
				100755590 05212025	100755590 MAY 21, 2025 918-355-5028	1106002  550220		2025/11	43.67
				100755590 04222025	100755590 APRIL 22, 2025 918-355-5028	1106002  550220		2025/11	43.03
					<b>Total For Check # 329406</b>				<b>266.25</b>
					<b>Total For Fund 110</b>				<b>302,138.98</b>
					<b>Number of Invoices For Fund 110</b>				<b>969</b>



City of Broken Arrow  
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Fund 227

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328905	4768	INHOUSE ADVERSTISING LLC	8514	8514 05/06/2025	2271700  530870		2025/11	1,405.30
				8511	8511 05/05/2025	2271700  530870		2025/11	676.07
Total For Check # 328905									2,081.37
05/15/2025	328908	5131	KEVIN BEHE	13377	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.87
				13379	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.87
				13378	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.87
				13376	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	0.93
				13375	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.55
				13374	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13373	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.55
				13372	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	0.93
				13371	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	2.02
				13159	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.87
				13157	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13020	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	2.49
				12989	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	0.93
				13366	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13367	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13364	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.87
				13363	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	2.02



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Fund 227

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				13362	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13189	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13188	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.55
				13368	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
					<b>Total For Check #</b>	<b>328908</b>			<b>33.28</b>
05/22/2025	329042	4666 BLUEJAY PROPERTIES LLC		JUNE 2025	REAL PROPERTY RENTAL OR LEASE	2271700  540330		2025/11	1,750.00
					<b>Total For Check #</b>	<b>329042</b>			<b>1,750.00</b>
05/22/2025	329058	5360 CLARITY OF PLACE INC		250	CONSULTING SERVICES	2271700  530870		2025/11	12,375.00
					<b>Total For Check #</b>	<b>329058</b>			<b>12,375.00</b>
05/22/2025	329077	1009 EXCITE PROMOS, INC.		8513	City of Broken Arrow / Promotional Products Erin H	2271700  560230		2025/11	4,601.40
					<b>Total For Check #</b>	<b>329077</b>			<b>4,601.40</b>
05/22/2025	329111	5131 KEVIN BEHE		13590	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13418	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	0.93
				13736	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13608	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13611	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13592	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13422	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24



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Fund 227

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				13428	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13595	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
				13512	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
				13424	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.24
						<b>Total For Check # 329111</b>			<b>14.29</b>
05/22/2025	329141	468 OKLAHOMA TOURISM & RECREATION		87-19249	87-19249 MAY 10, 2025	2271700  530850		2025/11	149.58
						<b>Total For Check # 329141</b>			<b>149.58</b>
05/29/2025	329342	5131 KEVIN BEHE		13421	CITY COUNCIL APPROVED 09/09/24	2271700  540070		2025/11	1.56
						<b>Total For Check # 329342</b>			<b>1.56</b>
05/29/2025	329360	98 OKLAHOMA NATURAL GAS CO	180052518 05212025	210104103 1800525 18 MAY 21, 2025	123 N MAIN ST	2271700  550240		2025/11	15.48
						<b>Total For Check # 329360</b>			<b>15.48</b>
05/29/2025	329361	419 OKLAHOMA TRAVEL INDUSTRY ASSOC		22920	22920 05/16/2025	2271700  550280		2025/11	280.00
						<b>Total For Check # 329361</b>			<b>280.00</b>
						<b>Total For Fund 227</b>			<b>21,301.96</b>
						<b>Number of Invoices For Fund 227</b>			<b>41</b>



City of Broken Arrow  
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Fund 330

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328859	5126	ASCEND COMMERCIAL BUILDERS	PA 7 2217090	PW Field Office	3301700  570150	2217090	2025/11	62,333.37
Total For Check # 328859									62,333.37
05/15/2025	328882	634	DELL MARKETING L.P.	10813185692	5 Power supplies for Laptop Replacement Project	3301200  570170	2512040	2025/11	464.05
				10808967598	WTP Wireless Network HW	3301200  570170	2512050	2025/11	1,642.68
Total For Check # 328882									2,106.73
05/15/2025	328896	76	GRAINGER	9474254431	VERTICAL LIFT -REQ BY ROGER EDWARDS PROJ 2560310	3306004  570170	2560310	2025/11	11,796.70
Total For Check # 328896									11,796.70
05/15/2025	328903	1976	IMS INFRASTRUCTURE MANAGEMENT SERV.	250430-42	IMS Agreement for P/N 2353130	3305300  570160	2353130	2025/11	800.27
Total For Check # 328903									800.27
05/15/2025	328907	4613	JOSEPH Z EATON	0113	Labor for Upfit on New PD Vehicles (Council)	3303001  570020	2530140	2025/11	3,650.00
Total For Check # 328907									3,650.00
05/15/2025	328921	5212	NORTHEASTERN IRRIGATION AND LANDSCAPE LLC	PA 3 201710	Gateways Signs	3301700  570170	201710	2025/11	116,107.70
Total For Check # 328921									116,107.70
05/15/2025	328961	868	COUNTRY FORD-MERCURY INC	83590	8 Patrol Ford Explorers (Council Approved 8-5-24)	3303001  570020	2530010	2025/11	49,591.00
Total For Check # 328961									49,591.00
05/15/2025	328971	4663	WINTERGREEN CORPORATION	9287323	#78602 Giant Everest Frame- ring A	3306000  570170	2560220	2025/11	860.40
Total For Check # 328971									860.40
05/22/2025	329022	4935	AMAZON.COM SALES INC	1H6L-GDPK-6W6K	ITEM: DecoBrothers K-Cup Holder Drawer for 36 Cof	3303501  570150	2535040	2025/11	99.99
Total For Check # 329022									99.99



City of Broken Arrow  
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Fund 330

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329036	4498	BANNER FIRE EQUIPMENT INC	11P19320	Suppression Tool Purchase	3303501  570170	2535060	2025/11	4,622.00
Total For Check # 329036									4,622.00
05/22/2025	329055	576	CDW GOVERNMENT	AD8NM9L	Ipad mounts state contract SW1020	3303501  570170	2535110	2025/11	3,780.60
Total For Check # 329055									3,780.60
05/22/2025	329070	634	DELL MARKETING L.P.	10815157292	Havis Mounts state contract SW1020D	3303502  570020	2535230	2025/11	1,652.79
Total For Check # 329070									1,652.79
05/22/2025	329116	4311	L&M OFFICE FURNITURE	76174	HTLB48168 Preside 168W x 48D Boat Shaped Laminate	3303504  570190	2535190	2025/11	10,665.26
Total For Check # 329116									10,665.26
05/22/2025	329126	888	NAFECO	1346609	New Brush Equipment Nafeco	3303501  570020	2535020	2025/11	461.00
Total For Check # 329126									461.00
05/22/2025	329160	5071	SCHNEIDER ELECTRIC BUILDINGS AMERICAS, INC.	0001094123	CITY COUNCIL APPROVED 04/02/24	3301700  570150	2317090	2025/11	25,486.03
				0001094123	CITY COUNCIL APPROVED 04/02/24	3306004  570170	2360340	2025/11	81,091.91
Total For Check # 329160									106,577.94
05/22/2025	329166	1586	SIGN SOLUTIONS	5529	RESTRIPE OF 1639 NEW EXPLORERS AND TAHOE	3303001  570020	2530150	2025/11	275.00
				5527	RESTRIPE OF 1639 NEW EXPLORERS AND TAHOE	3303001  570020	2530010	2025/11	1,556.00
				5527	RESTRIPE OF 1639 NEW EXPLORERS AND TAHOE	3303001  570020	2530180	2025/11	329.00
Total For Check # 329166									2,160.00
05/22/2025	329173	2958	SPEEDLINER TRUCK ACCESSORIES LLC	10011	Floor Mats for New PD Vehicles	3303001  570020	2530010	2025/11	1,112.00
				10011	Floor Mats for New PD Vehicles	3303001  570020	2530130	2025/11	458.00



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Fund 330

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				10011	Floor Mats for New PD Vehicles	3303001  570020	2530140	2025/11	139.00
				10011	Floor Mats for New PD Vehicles	3303001  570020	2530150	2025/11	139.00
				10011	Floor Mats for New PD Vehicles	3303001  570020	2530170	2025/11	229.00
				10011	Floor Mats for New PD Vehicles	3303001  570020	2530180	2025/11	973.00
					<b>Total For Check #</b>	<b>329173</b>			<b>3,050.00</b>
05/22/2025	329182	1266 TIGER WINDOW TINTING	INV-1396		WINDOW TIN FOR UNIT 2482	3303001  570020	2530150	2025/11	124.20
					<b>Total For Check #</b>	<b>329182</b>			<b>124.20</b>
05/29/2025	329291	1315 UNITED FORD SOUTH LLC	7727203		2 Extra Key Fobs for AC Unit 2482	3303001  570020	2530150	2025/11	439.90
					<b>Total For Check #</b>	<b>329291</b>			<b>439.90</b>
05/29/2025	329312	5188 ELLIS DOUGHTY, INC.	50102		Single faced, .75" PVC etched park sign panel with	3306000  570150	2360130	2025/11	1,285.00
					<b>Total For Check #</b>	<b>329312</b>			<b>1,285.00</b>
05/29/2025	329327	76 GRAINGER	9321199102		Wall Heater for Rob Holt	3301200  570170	2512010	2025/11	2,958.22
			9350586682		Wall Heater for Rob Holt	3301200  570170	2512010	2025/11	-2,809.22
					<b>Total For Check #</b>	<b>329327</b>			<b>149.00</b>
05/29/2025	329355	888 NAFECO	1337365		New Brush Equipment Nafeco	3303501  570020	2535020	2025/11	83.41
					<b>Total For Check #</b>	<b>329355</b>			<b>83.41</b>
05/29/2025	329379	5078 JESSICA YVANEZ	2501		FD Conference Room Cabling	3303501  570150	2535040	2025/11	1,115.47
					<b>Total For Check #</b>	<b>329379</b>			<b>1,115.47</b>
05/29/2025	329389	1089 TRANE COMPANY	315392088		CITY COUNCIL APPROVED 02/25/25	3301700  570170	2517020	2025/11	6,855.00
					<b>Total For Check #</b>	<b>329389</b>			<b>6,855.00</b>



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Fund 330

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/29/2025	329396	949	TULSA WINNELSON COMPANY	612851 01	WATER BOTTLE FILLER FOR STATION 1	3303501  570150	2535040	2025/11	1,722.36
					Total For Check # 329396				1,722.36
					Total For Fund 330				392,090.09
					Number of Invoices For Fund 330				35



City of Broken Arrow  
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Fund 336

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329016	5359	ABR INDUSTRIES	37308	Antenna cabling	3363006  570150	2536040	2025/11	1,286.40
Total For Check # 329016									1,286.40
05/22/2025	329022	4935	AMAZON.COM SALES INC	171V-RQCC-KPRR	Items for New Quiet Room in Dispatch	3363006  570150	2536040	2025/11	1,136.94
Total For Check # 329022									1,136.94
Total For Fund 336									2,423.34
Number of Invoices For Fund 336									2



City of Broken Arrow  
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Fund 337

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328768	2283	CALEB SHERMAN	PDR 06012025	PER DIEM OK TRAFFIC SAFETY SUMMIT	3373001  550030		2025/11	192.00
Total For Check # 328768									192.00
05/22/2025	328984	4326	ETHAN HUTCHINS	PDR 06022025	PER DIEM-OHSO TRAFFIC SAFETY SUMMIT	3373001  550030	2530190	2025/11	112.00
Total For Check # 328984									112.00
05/22/2025	328998	2794	MIKE PEALE	PDR 06022025	PER DIEM-OHSO TRAFFIC SAFETY SUMMIT	3373001  550030	2530190	2025/11	112.00
Total For Check # 328998									112.00
05/22/2025	329007	5111	RYAN NOSSAMAN	PDR 06012025	PER DIEM-OHSO TRAFFIC SAFETY SUMMIT	3373001  550030	2530190	2025/11	192.00
Total For Check # 329007									192.00
Total For Fund 337									608.00
Number of Invoices For Fund 337									4



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Fund 341

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/29/2025	329339	5363	INNOCORP LTD	50302	Fatal Vision Alcohol Kit for PD	3413001  560240		2025/11	1,142.00
						Total For Check # 329339			1,142.00
						Total For Fund 341			1,142.00
						Number of Invoices For Fund 341			1



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Fund 342

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328852	149	AMERICAN ELECTRIC POWER/PSO	789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1809 W BROADWAY ST	3425300  550250		2025/11	27.03
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1650 N KENWOOD DR	3425300  550250		2025/11	205.86
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 391 N 23RD ST	3425300  550250		2025/11	116.09
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1691 E KENOSHA ST	3425300  550250		2025/11	85.20
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 793 E KENOSHA ST UNIT	3425300  550250		2025/11	21.79
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1900 N ELM PL	3425300  550250		2025/11	196.49
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 100 W DETROIT ST	3425300  550250		2025/11	140.34
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1251 E HILLSIDE DR	3425300  550250		2025/11	344.40
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 8019 E GALVESTON PL	3425300  550250		2025/11	22.23
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 297 S MAIN ST	3425300  550250		2025/11	115.13
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 3500 E KENOSHA ST UNI	3425300  550250		2025/11	33.58
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 2197 S MAIN ST	3425300  550250		2025/11	44.12
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 149 E EL PASO ST	3425300  550250		2025/11	230.51
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 100 S ASPEN AVE	3425300  550250		2025/11	26.34
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1092 E LANSING ST	3425300  550250		2025/11	197.12
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 999 N MAIN ST	3425300  550250		2025/11	24.46
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 8017 E GALVESTON ST	3425300  550250		2025/11	22.50
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1792 E KENOSHA ST UNI	3425300  550250		2025/11	171.12



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Fund 342

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328852			789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 699 S 77TH PL	3425300  550250		2025/11	22.57
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 790 E LANSING ST	3425300  550250		2025/11	134.68
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 204 S MAIN ST	3425300  550250		2025/11	281.86
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 199 N ELM PL	3425300  550250		2025/11	23.26
				789-381-1-9 04292025	956-789-381-1-9 APR 29, 2025 1550 W ALBANY ST	3425300  550250		2025/11	155.00
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3599 S 23RD ST	3425300  550250		2025/11	59.74
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 98 S ELM PL	3425300  550250		2025/11	29.71
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3020 W NEW ORLEANS ST	3425300  550250		2025/11	22.39
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1498 W KENOSHA ST	3425300  550250		2025/11	28.65
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2103 W JASPER ST UNIT	3425300  550250		2025/11	11.32
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1691 N 9TH ST	3425300  550250		2025/11	42.08
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 296 S 9TH ST	3425300  550250		2025/11	57.50
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2815 W FLORENCE ST	3425300  550250		2025/11	17.60
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 5891 S ASPEN AVE	3425300  550250		2025/11	52.67
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 582 W FLORENCE ST	3425300  550250		2025/11	64.43
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2291 W FLORENCE ST	3425300  550250		2025/11	41.13
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1191 N 9TH ST	3425300  550250		2025/11	64.17
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 7880 E KENOSHA ST	3425300  550250		2025/11	61.52



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05/15/2025	328852			452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1808 N ELM PL UNIT TR	3425300  550250		2025/11	11.17
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2150 W KENOSHA ST UNI	3425300  550250		2025/11	43.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 698 N 9TH ST	3425300  550250		2025/11	58.86
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 998 N ELM PL	3425300  550250		2025/11	68.65
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1247 N 23RD ST	3425300  550250		2025/11	69.24
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 11100 S 129TH E AVE	3425300  550250		2025/11	43.20
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1498 N 9TH ST	3425300  550250		2025/11	92.82
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2010 N ELM PL	3425300  550250		2025/11	41.47
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3199 N 9TH ST	3425300  550250		2025/11	62.90
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2791 N ELM PL UNIT	3425300  550250		2025/11	11.10
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 6191 S ASPEN AVE	3425300  550250		2025/11	35.99
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 413 W ALBANY ST UNIT	3425300  550250		2025/11	75.24
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 699 W QUANAH PL UNIT	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2050 E KENOSHA ST UNI	3425300  550250		2025/11	12.76
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 294 E NEW ORLEANS ST	3425300  550250		2025/11	65.43
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 5594 S ASPEN AVE UNIT	3425300  550250		2025/11	44.41
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 211 W ALBANY ST	3425300  550250		2025/11	53.03



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05/15/2025	328852			452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1000W ALBANY ST	3425300  550250		2025/11	73.62
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1850 S MAIN ST	3425300  550250		2025/11	17.05
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3790 E KENOSHA ST	3425300  550250		2025/11	11.32
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1090 N 23RD ST	3425300  550250		2025/11	71.12
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3503 E KENOSHA ST	3425300  550250		2025/11	54.32
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1606 W TUCSON ST	3425300  550250		2025/11	104.75
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 5590 S ASPEN AVE UNIT	3425300  550250		2025/11	44.18
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2190 W OMAHA ST	3425300  550250		2025/11	37.85
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	9.65
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2198 W ALBANY ST UNIT	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW UNIT T	3425300  550250		2025/11	14.86
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2705 N ASPEN AVE UNIT	3425300  550250		2025/11	11.03
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 701 1/4 S 9TH ST	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 7999 S HIGHWAY 51 UNI	3425300  550250		2025/11	12.47
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 5151 E KENOSHA ST UNI	3425300  550250		2025/11	22.36
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3602 W KENOSHA ST UNI	3425300  550250		2025/11	16.46
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1700 S MAIN ST UNIT T	3425300  550250		2025/11	11.40
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1801 S ELM PL UNIT TR	3425300  550250		2025/11	15.30



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05/15/2025	328852			452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2200 E KENOSHA ST UNI	3425300  550250		2025/11	9.37
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1602 S MAIN ST UNIT	3425300  550250		2025/11	13.86
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 24047 E 51 HWY UNIT T	3425300  550250		2025/11	10.59
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2400 N 9TH ST UNIT TR	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1390 E KENOSHA ST UNI	3425300  550250		2025/11	11.83
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 582 W FLORENCE ST	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1902 S 9TH ST UNIT TR	3425300  550250		2025/11	9.86
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 220 S ASPEN AVE	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 1000 1/4 KENOSHA ST U	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	16.46
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	11.47
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	9.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 2150 W KENOSHA ST	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	16.46
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 3599 S ASPEN AVE	3425300  550250		2025/11	15.30
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 24100 E 71ST ST S	3425300  550250		2025/11	11.32
				452-844-0-4 05012025	959-452-844-0-4 MAY 01, 2025 BROKEN ARROW	3425300  550250		2025/11	15.30
				913-008-1-1 04212025	953-913-008-1-1 APRIL 21, 2025 324 N MAIN ST	3425300  550250		2025/11	132.80



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05/15/2025	328852			111-611-0-2 04302025	FY25 ANNUAL AGREEMENT	3425300  550250		2025/11	25,676.39
				983-871-0-9 04302025	954-983-871-0-9 APRIL 30, 2025 3101 E 101ST PL	3425300  550250		2025/11	23.28
						<b>Total For Check # 328852</b>			<b>30,633.19</b>
05/15/2025	328891	1231	AT&T MOBILITY LLC	287319339297X052025	287319339297X04302025	3425300  550540		2025/11	40.04
						<b>Total For Check # 328891</b>			<b>40.04</b>
05/22/2025	329020	149	AMERICAN ELECTRIC POWER/PSO	851-307-0-7 05092025	959-851-307-0-7 MAY 9, 2025 19951 1/2 E HWY ST	3425300  550250		2025/11	6.51
						<b>Total For Check # 329020</b>			<b>6.51</b>
05/22/2025	329118	614	LIGHTING INC/BROKEN ARROW ELECTRIC	S3313064.001	BLANKET PO FOR MISC. LIGHTING	3425300  560230		2025/11	1,991.14
						<b>Total For Check # 329118</b>			<b>1,991.14</b>
05/22/2025	329119	131	LOCKE SUPPLY COMPANY	55318786-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	3425300  560230		2025/11	257.04
				55348001-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	3425300  560230		2025/11	41.59
						<b>Total For Check # 329119</b>			<b>298.63</b>
05/29/2025	329277	149	AMERICAN ELECTRIC POWER/PSO	883-018-0-0 05142025	959-883-018-0-0 MAY 14, 2025 22408 E HWY 51	3425300  550250		2025/11	47.13
						<b>Total For Check # 329277</b>			<b>47.13</b>
05/29/2025	329351	131	LOCKE SUPPLY COMPANY	55474959-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	3425300  560230		2025/11	271.12
						<b>Total For Check # 329351</b>			<b>271.12</b>
						<b>Total For Fund 342</b>			<b>33,287.76</b>
						<b>Number of Invoices For Fund 342</b>			<b>99</b>



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05/15/2025	328848	1360	A & A ASPHALT INC.	4646	4646 04/02/2025	3435300  570150	ST25150	2025/11	2,830.00
Total For Check # 328848									2,830.00
05/15/2025	328895	5010	GOBER CONSTRUCTION LLC	PA 2 ST23030	Concrete Panel Replacement-Turtle Creek Phase 2	3435300  570150	ST23030	2025/11	227,285.13
Total For Check # 328895									227,285.13
05/15/2025	328903	1976	IMS INFRASTRUCTURE MANAGEMENT SERV.	250430-42	IMS Agreement for P/N 2353130	3435300  570160	2353130	2025/11	1,199.73
Total For Check # 328903									1,199.73
05/15/2025	328960	819	VANCE BROTHERS LLC	IP00034869	BLANKET PO FOR ROAD OIL SSI	3435300  570150	ST25140	2025/11	382.00
				IP00034844	BLANKET PO FOR ROAD OIL SSI	3435300  570150	ST25150	2025/11	168.30
Total For Check # 328960									550.30
05/22/2025	329164	81	SHERWIN WILLIAMS CO	69863212820425	BLANKET PO FOR PAINT SUPPLIES	3435300  570150	ST25140	2025/11	689.00
Total For Check # 329164									689.00
05/22/2025	329202	1496	TWIN CITIES READY MIX INC	303104	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	477.00
				304087	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	636.00
Total For Check # 329202									1,113.00
05/29/2025	329284	4846	APAC-CENTRAL, INC.	7002245703	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	1,222.47
				7002245696	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	859.84
				7002249007	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	846.25
				7002248992	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	754.60
				7002248962	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	1,434.05



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				7002248957	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	1,152.07
				700248949	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	1,534.08
				700248949	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	638.92
				7002241048	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	1,913.73
				7002234644	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	11,210.96
				7002234644	BLANKET PO FOR ASHPALT	3435300  570150	ST24090	2025/11	975.28
				7002234697	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	853.66
				7002234687	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	588.80
				7002234671	BLANKET PO FOR ASHPALT	3435300  570150	ST24050	2025/11	878.02
				7002234671	BLANKET PO FOR ASHPALT	3435300  570150	ST25150	2025/11	324.20
					<b>Total For Check #</b>	<b>329284</b>			<b>25,186.93</b>
05/29/2025	329311	3307 DP SUPPLY		034525	034525 APRIL 15, 2025	3435300  570150	ST24050	2025/11	514.00
					<b>Total For Check #</b>	<b>329311</b>			<b>514.00</b>
05/29/2025	329315	748 EWING		25577244	25577244 APRIL 15, 2025	3435300  570150	ST24050	2025/11	6.80
					<b>Total For Check #</b>	<b>329315</b>			<b>6.80</b>
05/29/2025	329321	674 GARVER ENGINEERS		23T27010-11	Kenosha Sidewalks sycamore to Redbud	3435300  570160	ST23290	2025/11	10,812.50
					<b>Total For Check #</b>	<b>329321</b>			<b>10,812.50</b>
05/29/2025	329346	1050 LAFERRY'S LP GAS COMPANY		00059930	BLANKET PO FOR PROPANE	3435300  570150	ST25140	2025/11	15.75
				00059922	BLANKET PO FOR PROPANE	3435300  570150	ST25150	2025/11	84.00
					<b>Total For Check #</b>	<b>329346</b>			<b>99.75</b>
05/29/2025	329357	5247 NEXLEVEL REDI MIX LLC		2539	2539 02/28/2025	3435300  570150	ST24050	2025/11	568.00



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						Total For Check # 329357			568.00
05/29/2025	329369	3069	RADARSIGN, LLC	INV3396	Radar Speed Sign-Gary Harris	3435300  570150	ST25280	2025/11	10,735.00
						Total For Check # 329369			10,735.00
05/29/2025	329399	1496	TWIN CITIES READY MIX INC	303666	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	715.50
				303758	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	477.00
				303859	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	725.00
				303973	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	795.00
				303378	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	636.00
				303489	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	954.00
				303577	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	954.00
				303414	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	715.50
				303413	BLANKET PO FOR CONCRETE	3435300  570150	ST24050	2025/11	874.50
						Total For Check # 329399			6,846.50
05/29/2025	329404	819	VANCE BROTHERS LLC	IP00034907	BLANKET PO FOR ROAD OIL SSI	3435300  570150	ST25150	2025/11	212.50
				IP00034862	BLANKET PO FOR ROAD OIL SSI	3435300  570150	ST25150	2025/11	168.30
						Total For Check # 329404			380.80
						Total For Fund 343			288,817.44
						Number of Invoices For Fund 343			41



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05/15/2025	328765	856	AMERICAN FIDELITY ASSURANCE CO.	159547	Payroll Run 1 - Warrant 250425	344  218420		2025/10	200.28
				159547	Payroll Run 1 - Warrant 250425	344  218430		2025/10	180.50
					<b>Total For Check # 328765</b>				<b>380.78</b>
05/15/2025	328766	989	BRANDON REYNOLDS	PDR 05072025	PER DIEM 911 COORDINATOR WORKSHOP	3443006  550030		2025/11	95.20
					<b>Total For Check # 328766</b>				<b>95.20</b>
05/15/2025	328767	938	BRANDON TENER	PDR 05222025	RTIC SITE VISIST PER DIEM	3443006  550030		2025/11	120.00
					<b>Total For Check # 328767</b>				<b>120.00</b>
05/15/2025	328770	4633	COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	159552	Payroll Run 1 - Warrant 250425	344  218590		2025/10	1,417.96
					<b>Total For Check # 328770</b>				<b>1,417.96</b>
05/15/2025	328771	1319	COMMUNITY CARE EAP	159549	Payroll Run 1 - Warrant 250425	344  218560		2025/10	209.76
					<b>Total For Check # 328771</b>				<b>209.76</b>
05/15/2025	328774	1550	GENESIS HEALTH CLUBS	159550	Payroll Run 1 - Warrant 250425	344  218150		2025/10	639.30
					<b>Total For Check # 328774</b>				<b>639.30</b>
05/15/2025	328778	159	PRE-PAID LEGAL SERVICES, INC.	159546	Payroll Run 1 - Warrant 250425	344  218100		2025/10	942.88
					<b>Total For Check # 328778</b>				<b>942.88</b>
05/15/2025	328779	4905	METROPOLITAN LIFE INSURANCE COMPANY	159554	Payroll Run 1 - Warrant 250425	344  218340		2025/10	992.69
				159554	Payroll Run 1 - Warrant 250425	344  218480		2025/10	3,542.48
				159554	Payroll Run 1 - Warrant 250425	344  218590		2025/10	794.01
					<b>Total For Check # 328779</b>				<b>5,329.18</b>
05/15/2025	328844	1987	SURENCY LIFE & HEALTH INS. CO.	159551	Payroll Run 1 - Warrant 250425	344  218460		2025/10	273.00
					<b>Total For Check # 328844</b>				<b>273.00</b>



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05/15/2025	328845	1696	TRICIA COOK	PDR 05222025	RTIC SITE VISIT PER DIEM	3443006  550030		2025/11	120.00
					<b>Total For Check # 328845</b>				<b>120.00</b>
05/15/2025	328851	4919	ADEMCO INC.	ZN6GTG01	ZN6GTG01 04/23/2025	3443008  560240		2025/11	848.21
					<b>Total For Check # 328851</b>				<b>848.21</b>
05/15/2025	328852	149	AMERICAN ELECTRIC POWER/PSO	234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 695 E KENOSHA ST	3443001  550250		2025/11	549.67
				234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 2302 S 1ST PL	3443001  550250		2025/11	3,440.81
				234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 4205 E OMAHA ST	3443001  550250		2025/11	127.22
				234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 2314 S 1ST PL	3443001  550250		2025/11	140.94
				234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 1101 N 6TH ST	3443001  550250		2025/11	5,229.43
				234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 4205 E OMAHA ST	3443001  550250		2025/11	3,991.92
				234-103-0-2 05012025	959-234-103-0-2 MAY 1, 2025 4142 E OMAHA ST	3443009  550250		2025/11	1,595.92
					<b>Total For Check # 328852</b>				<b>15,075.91</b>
05/15/2025	328853	4935	AMAZON.COM SALES INC	1YXC-1XF7-1THL	Restock of Copy Paper for PD	3443001  560030		2025/11	1,517.50
				1TJ3-VTD1-7VRJ	Restock of PD Biohazard Bags	3443001  560110		2025/11	660.00
				1J3V-7LTM-HVNM	Batteries for General PD Use	3443001  560230		2025/11	303.79
					<b>Total For Check # 328853</b>				<b>2,481.29</b>
05/15/2025	328857	5349	HEATHER OWEN	35791	35791 04/22/2025	3443001  530870		2025/11	258.53
					<b>Total For Check # 328857</b>				<b>258.53</b>
05/15/2025	328858	592	APPLIED CONCEPTS INC	456956	New Radar Unit for Used 2016 BMW Motorcycle	3443001  560200		2025/11	3,803.00
					<b>Total For Check # 328858</b>				<b>3,803.00</b>



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05/15/2025	328864	2358	BEDFORD CAMERA AND VIDEO	115923	video equipment for recruitment and training	3443001  560240		2025/11	2,133.00
Total For Check # 328864									2,133.00
05/15/2025	328865	5206	EUROTEX MOTORS LLC	61110	Service for New BMW Motorcycles	3443001  540200		2025/11	948.47
Total For Check # 328865									948.47
05/15/2025	328872	37	CINTAS CORPORATION	5269185907	BLANKET PO FOR MEDICAL SUPPLIES	3443008  560230		2025/11	194.24
Total For Check # 328872									194.24
05/15/2025	328873	996	CITY OF BROKEN ARROW	159548	Payroll Run 1 - Warrant 250425	344  218180		2025/10	716.65
				159548	Payroll Run 1 - Warrant 250425	344  218360		2025/10	5,498.11
Total For Check # 328873									6,214.76
05/15/2025	328875	1391	CLEAN THE UNIFORM CO OKLAHOMA	52132751	Rugs for PSC and Training Center for FY25	3443009  540330		2025/11	3.92
Total For Check # 328875									3.92
05/15/2025	328879	4240	DANA SAFETY SUPPLY	957607	PepperBall Rounds for PD Use	3443001  560320		2025/11	25,825.00
Total For Check # 328879									25,825.00
05/15/2025	328884	1500	DULTMEIER SALES LLC	4243607	Replacement hoses	3443009  560230		2025/11	290.50
Total For Check # 328884									290.50
05/15/2025	328890	1231	AT&T MOBILITY LLC	287319128175X052025	287319128175X04302025	3443001  550220		2025/11	2,275.29
				287319128175X052025	287319128175X04302025	3443009  550220		2025/11	18.66
				287319128175X052025	287319128175X04302025	3443001  550540		2025/11	7,692.48
				287319128175X052025	287319128175X04302025	3443006  550540		2025/11	24.74
				287319128175X052025	287319128175X04302025	3443009  550540		2025/11	240.24



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				5					
						Total For Check # 328890			10,251.41
05/15/2025	328891			287319339297X052025	287319339297X04302025	3443001  550220		2025/11	40.04
				287319339297X052025	287319339297X04302025	3443001  550540		2025/11	2,510.38
				287319339297X052025	287319339297X04302025	3443001  560240		2025/11	2,710.89
						Total For Check # 328891			5,261.31
05/15/2025	328899	79 GREEN ACRE SOD FARMS		9035	BL;ANKET PO FOR BERMUDA SOD	3443001  560180		2025/11	102.00
						Total For Check # 328899			102.00
05/15/2025	328900	4320 HILL'S PET NUTRITION SALES INC		253068119	Food for the animal shelter	3443009  560230		2025/11	268.38
						Total For Check # 328900			268.38
05/15/2025	328908	5131 KEVIN BEHE		13377	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.82
				13377	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.31
				13379	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.82
				13379	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.31
				13378	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.82
				13378	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.31
				13376	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	2.41
				13376	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.15
				13375	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.01



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				13375	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13374	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.02
				13374	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13373	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.01
				13373	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13372	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	2.41
				13372	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.15
				13371	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	5.22
				13371	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.33
				13159	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.82
				13159	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.31
				13157	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.01
				13157	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13020	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	6.42
				13020	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.41
				12989	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	2.41
				12989	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.15
				13366	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13366	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21



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				13367	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13367	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13364	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.82
				13364	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.31
				13363	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	5.22
				13363	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.33
				13362	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.02
				13362	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13189	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.02
				13189	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13188	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.01
				13188	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13368	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13368	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
						<b>Total For Check # 328908</b>			<b>91.44</b>
05/15/2025	328910	3876 KRISTI WITTLICH		APRIL 30 2025	Professional Services Veterinary Consult	3443009  530870		2025/11	476.00
						<b>Total For Check # 328910</b>			<b>476.00</b>
05/15/2025	328915	2355 LOCKEDINRN		05052025	Inmate Care - Nurse Contract 5/5-9/2025	3443008  530870		2025/11	307.08
						<b>Total For Check # 328915</b>			<b>307.08</b>



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05/15/2025	328916	3658	MALLORY SAFETY AND SUPPLY LLC	6156212	Restock of Emergency Blankets and Safety Glasses	3443001  560110		2025/11	506.28
Total For Check # 328916									506.28
05/15/2025	328919	25	NAPA AUTO PARTS	015549	7060	3443001  560200		2025/11	4.15
				015549	4017	3443001  560200		2025/11	7.85
				015549	9756	3443001  560200		2025/11	14.53
				015549	115	3443001  560210		2025/11	14.44
				015549	20811	3443001  560210		2025/11	23.61
				015549	5W20BULK	3443001  560210		2025/11	23.66
				015552	F000702	3443001  560190		2025/11	148.60
				015555	7502	3443001  560200		2025/11	4.15
				015555	20811	3443001  560210		2025/11	23.61
				015555	115	3443001  560210		2025/11	14.44
				015555	5W20BULK	3443001  560210		2025/11	20.28
				015564	7060	3443001  560200		2025/11	4.15
				015564	4017	3443001  560200		2025/11	7.85
				015564	9756	3443001  560200		2025/11	14.53
				015564	115	3443001  560210		2025/11	14.44
				015564	20811	3443001  560210		2025/11	23.61
				015564	5W20BULK	3443001  560210		2025/11	23.66
				015575	12737252	3443001  560200		2025/11	40.38
				015579	7060	3443001  560200		2025/11	4.15
				015579	4780	3443001  560200		2025/11	7.85
				015579	9288	3443001  560200		2025/11	12.45
				015579	20811	3443001  560210		2025/11	23.61
				015579	115	3443001  560210		2025/11	14.44
				015579	5W30BULK	3443001  560210		2025/11	19.05
				015580	1372	3443001  560200		2025/11	4.15



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				015580	9883	3443001  560200		2025/11	12.45
				015580	20811	3443001  560210		2025/11	23.61
				015580	115	3443001  560210		2025/11	14.44
				015580	5W20BULK	3443001  560210		2025/11	23.66
				015590	8465AAA	3443001  560200		2025/11	18.00
				015590	8465AAA	3443001  560200		2025/11	-18.00
				015590	20811	3443001  560210		2025/11	-23.61
				015590	115	3443001  560210		2025/11	-14.44
				015590	5W20BULK	3443001  560210		2025/11	-23.66
				015590	1372	3443001  560210		2025/11	-4.15
				015590	9883	3443001  560210		2025/11	-12.45
				015590	8465AAA	3443001  560210		2025/11	129.51
				015599	68050126AB	3443001  560200		2025/11	508.33
				015599		3443001  560200		2025/11	9.15
				015604	FU5Z9D370B	3443001  560200		2025/11	99.56
				015604	DB5Z9H307C	3443001  560200		2025/11	438.50
				015613	8465AAA	3443001  560200		2025/11	129.51
				015613	8465AAA	3443001  560200		2025/11	18.00
				015613	8465AAA	3443001  560200		2025/11	-18.00
				015618	6016J	3443001  560200		2025/11	19.23
				015620	6509	3443001  560200		2025/11	21.51
				015625	68370520AA	3443001  560200		2025/11	17.77
				015634	7502	3443001  560200		2025/11	4.15
				015634	20811	3443001  560210		2025/11	23.61
				015634	115	3443001  560210		2025/11	14.44
				015634	5W20BULK	3443001  560210		2025/11	20.28
				015635	7502	3443001  560200		2025/11	4.15
				015635	6935	3443001  560200		2025/11	9.34



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				015635	20811	3443001  560210		2025/11	23.61
				015635	115	3443001  560210		2025/11	14.44
				015635	5W20BULK	3443001  560210		2025/11	20.28
				015636	7502	3443001  560200		2025/11	4.15
				015636	4068	3443001  560200		2025/11	5.22
				015636	6935	3443001  560200		2025/11	9.34
				015636	20811	3443001  560210		2025/11	23.61
				015636	115	3443001  560210		2025/11	14.44
				015636	5W20BULK	3443001  560210		2025/11	20.28
				015637	IC930	3443001  560200		2025/11	60.38
				015642	ED2175283S	3443001  560200		2025/11	0.01
				015642	3961	3443001  560200		2025/11	9.12
				015642	9160	3443001  560200		2025/11	23.08
				015642	15W40BULK	3443001  560210		2025/11	10.77
				015656	1557787	3443001  560190		2025/11	367.67
				015663	55111285AE	3443001  560200		2025/11	36.73
				015670	84104	3443001  560230		2025/11	8.71
				015670	49005	3443001  560230		2025/11	8.24
						<b>Total For Check # 328919</b>			<b>2,618.61</b>
05/15/2025	328920			015645	2413	3443001  560230		2025/11	5.56
				015667	RED	3443001  560200		2025/11	5.73
				015672	RTU1DEX	3443001  560210		2025/11	9.30
						<b>Total For Check # 328920</b>			<b>20.59</b>
05/15/2025	328944	4045 STEPHANIE BRADLEY		229	Professional Services by Dr. Bradley DVM	3443009  530870		2025/11	925.00
						<b>Total For Check # 328944</b>			<b>925.00</b>
05/15/2025	328956	4365 UNICARE BUILDING MAINTENANCE INC		COBA2504001	CITY COUNCIL APPROVED 06/17/24	3443001  540070		2025/11	5,774.63



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				COBA2504001	CITY COUNCIL APPROVED 06/17/24	3443008  540070		2025/11	1,686.04
				COBA2504001	CITY COUNCIL APPROVED 06/17/24	3443009  540070		2025/11	421.41
				COBA2504002	CITY COUNCIL APPROVED 06/17/24	3443001  540070		2025/11	1,702.58
				COBA2504002	CITY COUNCIL APPROVED 06/17/24	3443008  540070		2025/11	497.11
				COBA2504002	CITY COUNCIL APPROVED 06/17/24	3443009  540070		2025/11	124.25
						<b>Total For Check # 328956</b>			<b>10,206.02</b>
05/15/2025	328966	358	WALGREENS COMPANY	500103733	500103733 03/04/2025	3443008  530870		2025/11	224.68
						<b>Total For Check # 328966</b>			<b>224.68</b>
05/15/2025	328970	1095	WINDSTREAM HOLDINGS II LLC	101106759 04142025	101106759 APRIL 14, 2025 918-451-9854	3443001  550220		2025/11	240.47
				100642705 04282025	FY25 ANNUAL AGREEMENT	3443001  550220		2025/11	304.61
				101106759 05132025	FY25 ANNUAL AGREEMENT	3443001  550220		2025/11	256.07
				101122812 05052025	911 Service Lines for FY25	3443006  550220		2025/11	196.48
				100429341 05052025	FY25 ANNUAL AGREEMENT	3443001  550220		2025/11	7,066.28
				100429341 04032025	FY25 ANNUAL AGREEMENT	3443001  550220		2025/11	6,961.86
				100738908 05052025	FY25 ANNUAL AGREEMENT	3443001  550220		2025/11	5,469.76
				100738908 04032025	FY25 ANNUAL AGREEMENT	3443001  550220		2025/11	5,468.45
						<b>Total For Check # 328970</b>			<b>25,963.98</b>
05/22/2025	328974	4904	AMERITAS LIFE INSURANCE CORP.	159553	Payroll Run 1 - Warrant 250425	344  218240		2025/10	3,605.62
						<b>Total For Check # 328974</b>			<b>3,605.62</b>
05/22/2025	328976	4371	AUSTIN W SEABOLT	TRR SP2025	TUITION REIMB SPR 2025 UNIV OF	3443001  530110		2025/11	1,200.00



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					MARYLAND				
						Total For Check # 328976			1,200.00
05/22/2025	328978	938	BRANDON TENER	PDR 05262025	PER DIEM-RTIC SITE VISIT 5/26-27/2025	3443006  550030		2025/11	120.00
						Total For Check # 328978			120.00
05/22/2025	328996	1446	MICHAEL RYAN	PDR 06032025	PER DIEM ADV SEARCH AND SEIZURE TRF STOPS	3443001  550030		2025/11	232.00
						Total For Check # 328996			232.00
05/22/2025	329008	3470	RYAN TYSON	PDR 06012025	PER DIEM-CORCON 2025 ATLANTA GA JUNE 1-4/2025	3443001  550030		2025/11	197.80
						Total For Check # 329008			197.80
05/22/2025	329010	1380	STEPHEN GARRETT	TRR SP2025	TUITION REIMB FOR SPRING 2025 NSU	3443001  530110		2025/11	1,200.00
						Total For Check # 329010			1,200.00
05/22/2025	329011	360	STEVE BRADLEY	PDR 06012025	PER DIEM OHSO TRAFFIC SAFETY SUMMIT	3443006  550030		2025/11	16.00
						Total For Check # 329011			16.00
05/22/2025	329012	4014	TIFFANY YARBROUGH	PDR 06012025	PER DIEM-CORCON 2025 ATLANTA GA JUNE 1-4/2025	3443001  550030		2025/11	197.80
						Total For Check # 329012			197.80
05/22/2025	329014	1696	TRICIA COOK	PDR 05262025	PER DIEM REQUEST RTIC SITE VISIT 5/26-27/2025	3443006  550030		2025/11	120.00
						Total For Check # 329014			120.00
05/22/2025	329015	1335	911 CUSTOM	60641	Scene Lights for SOT	3443001  560240		2025/11	1,267.04
						Total For Check # 329015			1,267.04
05/22/2025	329019	489	ADMIRAL EXPRESS LLC	206524-S	SUPPLIESS - APRIL 2025	3443010  560030		2025/11	25.99
						Total For Check # 329019			25.99



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05/22/2025	329022	4935	AMAZON.COM SALES INC	1QPJ-QK1R-JL7Y	Battery Backup for Karin Witte	3443010  560030		2025/11	93.99
				17N1-FQHM-7X4F	Batteries for General PD Use	3443001  560230		2025/11	223.44
					<b>Total For Check # 329022</b>				<b>317.43</b>
05/22/2025	329023	1372	AMERICAN DOCUMENT SHREDDING,LLC	190213	SHREDDING	3443010  540280		2025/11	45.00
					<b>Total For Check # 329023</b>				<b>45.00</b>
05/22/2025	329028	5349	HEATHER OWEN	36230	VET SERVICES FOR K-9 GHOST	3443001  530870		2025/11	137.11
					<b>Total For Check # 329028</b>				<b>137.11</b>
05/22/2025	329029	592	APPLIED CONCEPTS INC	457642	Repair Radar for Unit 1786	3443001  540200		2025/11	272.50
					<b>Total For Check # 329029</b>				<b>272.50</b>
05/22/2025	329031	73	AT&T	9181470070 05012025	DEDICATED CIRCUT FOR 911 OPERATION	3443006  550220		2025/11	1,830.40
					<b>Total For Check # 329031</b>				<b>1,830.40</b>
05/22/2025	329037	4820	BIG TEX TRAILER WORLD, INC	288535	Serial Number 5JW7C2021SX123622 Enclosed Ball Type	3443001  570040	2530230	2025/11	9,414.50
					<b>Total For Check # 329037</b>				<b>9,414.50</b>
05/22/2025	329038	1315	UNITED FORD SOUTH LLC	7726009	Fobs and Keys for Unit 1633	3443001  540200		2025/11	363.50
				7724973	waterpump replacement-Unit# 1833	3443001  540200		2025/11	5,714.91
				7723809	UNIT 1510	3443001  540200		2025/11	459.00
					<b>Total For Check # 329038</b>				<b>6,537.41</b>
05/22/2025	329049	19	BROKEN ARROW ELECTRIC SUPPLY INC	S3346088.001	BLANKET PO FOR MISC ELECTRICAL	3443001  560180		2025/11	118.91
					<b>Total For Check # 329049</b>				<b>118.91</b>
05/22/2025	329051	204	BROKEN ARROW PUBLIC SCHOOLS	2025-099-042	2025-099-042	3443001  550100		2025/11	3,555.55



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						Total For Check # 329051			3,555.55
05/22/2025	329059	1391	CLEAN THE UNIFORM CO OKLAHOMA	52132753	Rugs for PSC and Training Center for FY25	3443001  540330		2025/11	4.71
				52132752	Rugs for PSC and Training Center for FY25	3443001  540330		2025/11	4.71
				52134651	Rugs for PSC and Training Center for FY25	3443001  540330		2025/11	4.78
				52134650	Rugs for PSC and Training Center for FY25	3443001  540330		2025/11	4.78
						Total For Check # 329059			18.98
05/22/2025	329076	5382	EXCELLENCE IN ANALYTICS	042225	ANALYTICAL LEGACY CONSULTING PKG 5/1/25-4/30/26	3443001  530870		2025/11	9,997.00
						Total For Check # 329076			9,997.00
05/22/2025	329082	1231	AT&T MOBILITY LLC	DVR0042025	ACCT # 500634737 04/05-05/04/2025	3443001  550540		2025/11	912.75
						Total For Check # 329082			912.75
05/22/2025	329083			DVR0032025	ACCT # 500634737 03/05-04/04/2025	3443001  550540		2025/11	931.50
						Total For Check # 329083			931.50
05/22/2025	329101	4320	HILL'S PET NUTRITION SALES INC	253217772	Food for the animals at the shelter.	3443009  560230		2025/11	293.32
						Total For Check # 329101			293.32
05/22/2025	329103	115	INCOG	226947	APR 2025 INCOB MAPPING & MSAG MAINTENANCE	3443006  540550		2025/11	2,392.50
						Total For Check # 329103			2,392.50
05/22/2025	329104	4736	DUSTIN MANLY	10000540	10000540	3443001  540070		2025/11	429.00
						Total For Check # 329104			429.00
05/22/2025	329109	4613	JOSEPH Z EATON	0083	REMOVE/INSTALL FRAPPLER 2310 WORK 2396 2136 2324	3443001  540200		2025/11	750.00
				0106	REMOVE/INSTALL FRAPPLER 2310 WORK 2396 2136 2324	3443001  540200		2025/11	1,100.00



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						Total For Check # 329109			1,850.00
05/22/2025	329111	5131	KEVIN BEHE	13590	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.02
				13590	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13418	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	2.41
				13418	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.15
				13736	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13736	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13608	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.01
				13608	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
				13611	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13611	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13592	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13592	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13422	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13422	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13428	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13428	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13595	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.02
				13595	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26



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				13512	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13512	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
				13424	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	3.21
				13424	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.21
						<b>Total For Check # 329111</b>			<b>39.33</b>
05/22/2025	329120	2355	LOCKEDINRN	05122025	Inmate Care - Nurse Contract	3443008  530870		2025/11	307.08
				042825	Inmate Care - Nurse Contract	3443008  530870		2025/11	307.08
						<b>Total For Check # 329120</b>			<b>614.16</b>
05/22/2025	329121	3658	MALLORY SAFETY AND SUPPLY LLC	6150732	Restock of Emergency Blankets and Safety Glasses	3443001  560110		2025/11	111.44
				6148320	Shirts and Face Shields for SRT	3443001  560100		2025/11	1,149.69
				6164273	Police Gear and Duty Equipment	3443001  560100		2025/11	499.71
						<b>Total For Check # 329121</b>			<b>1,760.84</b>
05/22/2025	329127	25	NAPA AUTO PARTS	015483	HLPS137	3443009  560200		2025/11	216.09
				015487	CTXMS40186	3443001  560200		2025/11	151.13
				015487	CTXMS40185	3443001  560200		2025/11	151.13
				015507	9849	3443001  560200		2025/11	195.24
				015507	9849	3443001  560200		2025/11	18.00
				015507	9849	3443001  560200		2025/11	-18.00
				015510	9894R	3443001  560200		2025/11	-195.24
				015510	9894R	3443001  560200		2025/11	-18.00
				015510	9894R	3443001  560200		2025/11	18.00
				015698	68532223AB	3443001  560200		2025/11	359.72



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				015698	68532199AC	3443001  560200		2025/11	351.39
				015700	AT4Z9E926B	3443001  560200		2025/11	229.13
				015702	621564XD	3443001  560200		2025/11	236.78
				015716	F003874	3443001  560190		2025/11	308.78
				015872	F000702	3443001  560190		2025/11	297.20
				015876	68085784AA	3443001  560200		2025/11	615.83
				015878	F008921	3443001  560190		2025/11	178.02
				015806	F000702	3443001  560190		2025/11	594.40
				015814	620039XD	3443001  560200		2025/11	328.91
				015837	68050126AB	3443001  560200		2025/11	508.33
				015912	AT4Z9E926B	3443001  560200		2025/11	229.13
				015794	F012114	3443001  560190		2025/11	545.72
				015795	F012114	3443001  560190		2025/11	545.72
						<b>Total For Check # 329127</b>			<b>5,847.41</b>
05/22/2025	329128			015449	7060	3443001  560200		2025/11	4.15
				015449	20811	3443001  560210		2025/11	23.61
				015449	115	3443001  560210		2025/11	14.44
				015449	5W20BULK	3443001  560210		2025/11	23.66
				015450	100255	3443001  560200		2025/11	4.15
				015450	20811	3443001  560210		2025/11	23.61
				015450	115	3443001  560210		2025/11	14.44
				015450	0W20BULK	3443001  560210		2025/11	28.64
				015451	100255	3443001  560200		2025/11	4.15
				015451	20811	3443001  560210		2025/11	23.61
				015451	115	3443001  560210		2025/11	14.44
				015451	0W20BULK	3443001  560210		2025/11	28.64
				015463	BR930548K	3443001  560200		2025/11	133.42
				015469	8494RAAA	3443001  560200		2025/11	129.51



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				015469	8494RAAA	3443001  560200		2025/11	18.00
				015472	9894R	3443001  560200		2025/11	195.24
				015472	9894R	3443001  560200		2025/11	18.00
				015472	8494RAAA	3443001  560200		2025/11	-129.51
				015472	8494RAAA	3443001  560200		2025/11	-18.00
				015473	ACT1159	3443001  560200		2025/11	58.20
				015478	100255	3443001  560200		2025/11	4.15
				015478	20811	3443001  560210		2025/11	23.61
				015478	115	3443001  560210		2025/11	14.44
				015478	0W20BULK	3443001  560210		2025/11	28.64
				015481	7060	3443001  560200		2025/11	4.15
				015481	4017	3443001  560200		2025/11	7.85
				015481	9756	3443001  560200		2025/11	14.53
				015481	20811	3443001  560210		2025/11	23.61
				015481	115	3443001  560210		2025/11	14.44
				015481	5W20BULK	3443001  560210		2025/11	23.66
				015482	6814	3443001  560200		2025/11	7.27
				015482	1348	3443001  560200		2025/11	4.15
				015482	5W20BULK	3443001  560210		2025/11	20.28
				015482	20811	3443001  560210		2025/11	23.61
				015482	115	3443001  560210		2025/11	14.44
				015482	2413	3443001  560230		2025/11	2.78
				015482	75190	3443001  560230		2025/11	14.84
				015482	9080XXL	3443001  560230		2025/11	16.67
				015492	7060	3443001  560200		2025/11	4.15
				015492	20811	3443001  560210		2025/11	23.61
				015492	115	3443001  560210		2025/11	14.44
				015492	5W30BULK	3443001  560210		2025/11	22.86



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				015496	7060	3443001  560200		2025/11	4.15
				015496	20811	3443001  560210		2025/11	23.61
				015496	115	3443001  560210		2025/11	14.44
				015496	5W20BULK	3443001  560210		2025/11	23.66
				015506	7502	3443001  560200		2025/11	4.15
				015506	20811	3443001  560210		2025/11	23.61
				015506	115	3443001  560210		2025/11	14.44
				015506	5W30BULK	3443001  560210		2025/11	22.86
				015513	FT8855	3443001  560200		2025/11	57.24
				015514	8465AAA	3443009  560200		2025/11	129.51
				015514	8465AAA	3443009  560200		2025/11	18.00
				015514	8465AAA	3443009  560200		2025/11	-18.00
				015529	85140320	3443001  560200		2025/11	105.87
				015681	7502	3443001  560200		2025/11	4.15
				015681	20811	3443001  560210		2025/11	23.61
				015681	115	3443001  560210		2025/11	14.44
				015681	5W20BULK	3443001  560210		2025/11	20.28
				015682	7502	3443001  560200		2025/11	4.15
				015682	20811	3443001  560210		2025/11	23.61
				015682	115	3443001  560210		2025/11	14.44
				015682	5W20BULK	3443001  560210		2025/11	20.28
				015683	1522	3443001  560200		2025/11	4.15
				015683	4780	3443001  560200		2025/11	7.85
				015683	9115	3443001  560200		2025/11	9.34
				015683	20811	3443001  560210		2025/11	23.61
				015683	115	3443001  560210		2025/11	14.44
				015683	5W30BULK	3443001  560210		2025/11	15.24
				015691	7060	3443001  560200		2025/11	4.15



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				015691	4017	3443001  560200		2025/11	7.85
				015691	9756	3443001  560200		2025/11	14.53
				015691	6012A	3443001  560200		2025/11	6.41
				015691	20811	3443001  560210		2025/11	23.61
				015691	115	3443001  560210		2025/11	14.44
				015691	5W20BULK	3443001  560210		2025/11	23.66
				015701	AG1Z8A080S	3443001  560200		2025/11	138.12
				015701	9C3Z8101B	3443001  560200		2025/11	9.78
				015710	F000702	3443001  560190		2025/11	148.60
				015853	4017	3443001  560200		2025/11	7.85
				015853	9756	3443001  560200		2025/11	14.53
				015853	7060	3443001  560200		2025/11	4.15
				015853	20811	3443001  560210		2025/11	23.61
				015853	115	3443001  560210		2025/11	14.44
				015853	5W20BULK	3443001  560210		2025/11	23.66
				015853	2413	3443001  560230		2025/11	5.56
				015855	7060	3443001  560200		2025/11	4.15
				015855	20811	3443001  560210		2025/11	23.61
				015855	115	3443001  560210		2025/11	14.44
				015855	5W20BULK	3443001  560210		2025/11	23.66
				015863	7502	3443001  560200		2025/11	4.15
				015863	4068	3443001  560200		2025/11	5.22
				015863	6935	3443001  560200		2025/11	9.34
				015863	20811	3443001  560210		2025/11	23.61
				015863	115	3443001  560210		2025/11	14.44
				015863	5W20BULK	3443001  560210		2025/11	20.28
				015864	100255	3443001  560200		2025/11	4.15
				015864	20811	3443001  560210		2025/11	23.61



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				015864	115	3443001  560210		2025/11	14.44
				015864	0W20BULK	3443001  560210		2025/11	28.64
				015808	FT9673	3443001  560200		2025/11	57.93
				015808	FT9656	3443001  560200		2025/11	64.03
				015808	860	3443001  560230		2025/11	21.88
				015808	2413	3443001  560230		2025/11	5.56
				015809	100010	3443001  560200		2025/11	4.15
				015809	20811	3443001  560210		2025/11	23.61
				015809	115	3443001  560210		2025/11	14.44
				015809	0W20BULK	3443001  560210		2025/11	21.48
				015810	7502	3443001  560200		2025/11	8.30
				015810	20811	3443001  560210		2025/11	47.22
				015810	115	3443001  560210		2025/11	28.88
				015810	5W20BULK	3443001  560210		2025/11	20.28
				015822	7060	3443001  560200		2025/11	4.15
				015822	20811	3443001  560210		2025/11	23.61
				015822	115	3443001  560210		2025/11	14.44
				015822	5W30BULK	3443001  560210		2025/11	22.86
				015828	7502	3443001  560200		2025/11	4.15
				015828	4068	3443001  560200		2025/11	5.22
				015828	6935	3443001  560200		2025/11	9.34
				015828	20811	3443001  560210		2025/11	23.61
				015828	115	3443001  560210		2025/11	14.44
				015828	5W20BULK	3443001  560210		2025/11	20.28
				015834	F011685	3443001  560190		2025/11	144.21
				15931	7060	3443001  560200		2025/11	4.15
				15931	20811	3443001  560210		2025/11	23.61
				15931	115	3443001  560210		2025/11	14.44



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				15931	5W20BULK	3443001  560210		2025/11	23.66
				15936	860	3443001  560200		2025/11	21.88
				15936	FT8825	3443001  560200		2025/11	56.16
				15936	FT8855	3443001  560200		2025/11	57.24
				15936	2413	3443001  560230		2025/11	5.56
				15943	CTXMS40186	3443001  560200		2025/11	151.13
				15952	2488	3443001  560200		2025/11	13.50
				15952	7060	3443001  560200		2025/11	4.15
				15952	20811	3443001  560210		2025/11	23.61
				15952	115	3443001  560210		2025/11	14.44
				15952	5W30BULK	3443001  560210		2025/11	22.86
				15952	2413	3443001  560230		2025/11	2.78
				15961	100255	3443001  560200		2025/11	4.15
				15961	20811	3443001  560210		2025/11	23.61
				15961	115	3443001  560210		2025/11	14.44
				15961	0W20BULK	3443001  560210		2025/11	28.64
				015889	100255	3443001  560200		2025/11	4.15
				015889	20811	3443001  560210		2025/11	23.61
				015889	115	3443001  560210		2025/11	14.44
				015889	0W20BULK	3443001  560210		2025/11	28.64
				015890	7060	3443001  560200		2025/11	4.15
				015890	4048	3443001  560200		2025/11	8.70
				015890	9746	3443001  560200		2025/11	17.65
				015890	20811	3443001  560210		2025/11	23.61
				015890	115	3443001  560210		2025/11	14.44
				015890	5W20BULK	3443001  560210		2025/11	23.66
				015903	7060	3443001  560200		2025/11	4.15
				015903	20811	3443001  560210		2025/11	23.61



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				015903	115	3443001  560210		2025/11	14.44
				015903	5W30BULK	3443001  560210		2025/11	22.86
				015905	7060	3443001  560200		2025/11	4.15
				015905	4048	3443001  560200		2025/11	8.70
				015905	9746	3443001  560200		2025/11	17.65
				015905	20811	3443001  560210		2025/11	23.61
				015905	115	3443001  560210		2025/11	14.44
				015905	5W20BULK	3443001  560210		2025/11	23.66
				015921	7502	3443001  560200		2025/11	4.15
				015921	20811	3443001  560210		2025/11	23.61
				015921	115	3443001  560210		2025/11	14.44
				015921	5W20BULK	3443001  560210		2025/11	20.28
				015922	4068	3443001  560200		2025/11	5.22
				015922	6935	3443001  560200		2025/11	9.34
				015922	7502	3443001  560200		2025/11	4.15
				015922	20811	3443001  560210		2025/11	23.61
				015922	115	3443001  560210		2025/11	14.44
				015922	5W20BULK	3443001  560210		2025/11	20.28
				015789	F012114	3443001  560190		2025/11	136.43
				015791	F012114	3443001  560190		2025/11	136.43
				015793	F012114	3443001  560190		2025/11	136.43
						<b>Total For Check # 329128</b>			<b>4,245.61</b>
05/22/2025	329129			015465	BKMAT1415UL	3443001  560230		2025/11	13.87
				015497	1372	3443009  560200		2025/11	4.15
				015497	5W20BULK	3443009  560210		2025/11	23.66
				015499	9894R	3443001  560200		2025/11	-18.00
				015515	9883	3443009  560200		2025/11	12.45
				015515	5W20BULK	3443009  560200		2025/11	-23.66



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				015515	1372	3443009  560200		2025/11	-4.15
				015902	9160	3443001  560200		2025/11	23.08
				015902	7207	3443001  560200		2025/11	9.89
				015902	15W40BULK	3443001  560210		2025/11	17.95
						<b>Total For Check # 329129</b>			<b>59.24</b>
05/22/2025	329130			015447	7216	3443001  560200		2025/11	4.16
				015706	RTU1DEX	3443001  560210		2025/11	9.30
				015830	2413	3443001  560230		2025/11	2.78
				015888	7709231	3443001  560230		2025/11	9.98
				015899	14	3443001  560200		2025/11	8.50
						<b>Total For Check # 329130</b>			<b>34.72</b>
05/22/2025	329131	973	NATIONAL WASTE & DISPOSAL INC.	0000239086	Trash and Recycle Service at PSC for FY2025	3443001  540070		2025/11	286.20
						<b>Total For Check # 329131</b>			<b>286.20</b>
05/22/2025	329136	1301	OKLAHOMA ATTORNEY GENERAL	051325	REIMBURSEMENT FY24 OK SAFE GRANT FUNDS NOT USED	3443001  510110	2430290	2025/11	16,685.09
						<b>Total For Check # 329136</b>			<b>16,685.09</b>
05/22/2025	329137	1214	OKLAHOMA DEPARTMENT OF LABOR	B973175	BOILER INSPECTION	3443008  540070		2025/11	25.00
				B973108	BOILER INSPECTION	3443008  540070		2025/11	25.00
						<b>Total For Check # 329137</b>			<b>50.00</b>
05/22/2025	329138	49	OKLAHOMA DEPT OF PUBLIC SAFETY	LET-018874	OLETS FULL ACCESS, MDT, SERVER	3443006  550540		2025/11	2,875.00
						<b>Total For Check # 329138</b>			<b>2,875.00</b>
05/22/2025	329149	331	PUSH PEDAL PULL	403168	Smith Machine for PD Gym	3443001  560240		2025/11	4,838.67
						<b>Total For Check # 329149</b>			<b>4,838.67</b>



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329154	3827	ROBINSON GLASS OF TULSA INC	2-299951	Replacement Windshield for Unit 1831	3443001  540200		2025/11	541.00
					Total For Check #	329154			541.00
05/22/2025	329158	1279	SAFARILAND LLC	1010-612877	Items Needed for CSI	3443001  560550		2025/11	1,545.02
					Total For Check #	329158			1,545.02
05/22/2025	329163	5048	SHAMROCK TIRE & AUTO REPAIR INC	107-796160	BLANKET PO FOR ALIGNMENTS	3443001  540200		2025/11	124.95
					Total For Check #	329163			124.95
05/22/2025	329166	1586	SIGN SOLUTIONS	5522	5522 MAY 13, 2025	3443001  560100		2025/11	266.30
				5528	RESTRIPE OF 1639 NEW EXPLORERS AND TAHOE	3443001  540200		2025/11	639.00
					Total For Check #	329166			905.30
05/22/2025	329167	275	SIRCHIE FINGER PRINT LABORATORIES	0693131-IN	Items for CSI	3443001  560550		2025/11	810.62
					Total For Check #	329167			810.62
05/22/2025	329170	3932	SOONER LOCK & KEY INC	118193186	BLANKET PO FOR KEYS	3443001  540200		2025/11	320.00
					Total For Check #	329170			320.00
05/22/2025	329175	4045	STEPHANIE BRADLEY	230	Professional Services by Dr. Bradley DVM	3443009  530870		2025/11	605.00
				231	Professional Services by Dr. Bradley DVM	3443009  530870		2025/11	835.00
					Total For Check #	329175			1,440.00
05/22/2025	329178	5285	SUPER KLEAN CAR WASH OKLAHOMA	MAY 7, 2025	Car Washes invoiced once per month to be paid agai	3443001  540200		2025/11	495.00
					Total For Check #	329178			495.00
05/22/2025	329183	1104	TIGER, INC.	0425186545	210157046 1148393 0425186545 05/13/25 4205 E OMAHA	3443001  550240		2025/11	68.46



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				0425186560	0425186560 MAY 13,2025 1101 N 6TH ST	3443001  550240		2025/11	93.69
					Total For Check #	329183			162.15
05/22/2025	329195	3877	OLEN MASINGALE	INV 2025-0109	Contracted Lawn Mowing Service for City Facilities	3443001  540070		2025/11	5,000.00
					Total For Check #	329195			5,000.00
05/22/2025	329197	4412	TULSA HOME GUARD INC	41530	EXTRA GATE/OVERHEAD DOOR OPENERS FOR PSC	3443001  540070		2025/11	340.00
					Total For Check #	329197			340.00
05/22/2025	329210	24	WEST THOMSON REUTERS	851877346	Contract Renewal for Year 2 of PD CLEAR Service	3443001  540550		2025/11	1,679.50
					Total For Check #	329210			1,679.50
05/29/2025	329217	4450	JACK H OELKE	TRR SP2025	TUITION REIMBURSEMENT REQUEST - SPRING 2025	3443001  530110		2025/11	1,197.01
					Total For Check #	329217			1,197.01
05/29/2025	329220	1527	JONATHAN KLECKA	EMP 05212025	REIMBURSEMENT FOR PURCHASE OF 16 BARRELS FOR RANGE	3443001  560320		2025/11	700.00
					Total For Check #	329220			700.00
05/29/2025	329278	4935	AMAZON.COM SALES INC	11W7-KKRF-1TCF	Window Punches for Next Academy Recruits	3443001  560100		2025/11	178.70
				1DQM-V9KX-TXQT	Final FY25 CSI Order	3443001  560550		2025/11	961.42
				1QXF-RQMQ-4Y9G	Office Supplies for PD	3443001  560030		2025/11	377.42
				1QXF-RQMQ-4Y9G	Office Supplies for PD	3443001  560230		2025/11	147.93
					Total For Check #	329278			1,665.47
05/29/2025	329304	37	CINTAS CORPORATION	5270925605	BLANKET PO FOR MEDICAL SUPPLIES	3443009  560230		2025/11	120.68
				5270925603	BLANKET PO FOR MEDICAL SUPPLIES	3443001  560230		2025/11	245.63
					Total For Check #	329304			366.31



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/29/2025	329305	1391	CLEAN THE UNIFORM CO OKLAHOMA	52135128	Rugs for PSC and Training Center for FY25	3443001  540330		2025/11	15.30
						<b>Total For Check # 329305</b>			<b>15.30</b>
05/29/2025	329307	4896	WA BUTLR COMPANY	DP23199	Medical Supplies & Medicine for the Animal Shelter	3443009  560230		2025/11	433.00
						<b>Total For Check # 329307</b>			<b>433.00</b>
05/29/2025	329313	1205	EMBLEMS INC	48775	Restock of PD Shoulder Patches	3443001  560100		2025/11	1,532.00
						<b>Total For Check # 329313</b>			<b>1,532.00</b>
05/29/2025	329325	5026	DALE GRAHAM	000041	000041 MAY 6, 2025	3443001  540070		2025/11	200.00
						<b>Total For Check # 329325</b>			<b>200.00</b>
05/29/2025	329335	2985	HARRISON ENERGY PARTNERS	230417	230417 04/01/2025	3443008  540070		2025/11	657.00
						<b>Total For Check # 329335</b>			<b>657.00</b>
05/29/2025	329341	2133	JIM NORTON CHEVROLET	356261	UNIT # 0895-BRIAN	3443001  540200		2025/11	626.42
						<b>Total For Check # 329341</b>			<b>626.42</b>
05/29/2025	329342	5131	KEVIN BEHE	13421	CITY COUNCIL APPROVED 09/09/24	3443001  540070		2025/11	4.02
				13421	CITY COUNCIL APPROVED 09/09/24	3443009  540070		2025/11	0.26
						<b>Total For Check # 329342</b>			<b>4.28</b>
05/29/2025	329345	3853	KURANDA USA INC	634289	Replacement Parts for Dog Beds	3443009  560230		2025/11	236.05
						<b>Total For Check # 329345</b>			<b>236.05</b>
05/29/2025	329350	614	LIGHTING INC/BROKEN ARROW ELECTRIC	S3344250.001	BLANKET PO FOR MISC. LIGHTING	3443001  560180		2025/11	96.63
						<b>Total For Check # 329350</b>			<b>96.63</b>



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05/29/2025	329352	3658	MALLORY SAFETY AND SUPPLY LLC	6163884	Police Gear and Duty Equipment	3443001  560100		2025/11	633.15
					Total For Check #	329352			633.15
05/29/2025	329353	4341	MATRIX CONSULTING GROUP, 627-23 #9 LTD.		POLICE STAFFING STUDY 9TH INVOICE	3443001  530870		2025/11	13,530.00
					Total For Check #	329353			13,530.00
05/29/2025	329356	25	NAPA AUTO PARTS	15723	7502	3443001  560200		2025/11	4.15
				15723	4068	3443001  560200		2025/11	5.22
				15723	6935	3443001  560200		2025/11	9.34
				15723	20811	3443001  560210		2025/11	23.61
				15723	115	3443001  560210		2025/11	14.44
				15723	5W20BULK	3443001  560210		2025/11	20.28
				15728	F000702	3443001  560190		2025/11	148.60
				15729	276464	3443001  560200		2025/11	271.92
				15732	AF10060	3443001  560200		2025/11	92.04
				016023	7060	3443001  560200		2025/11	4.15
				016023	20811	3443001  560210		2025/11	23.61
				016023	115	3443001  560210		2025/11	14.44
				016023	5W20BULK	3443001  560210		2025/11	23.66
				016044	4048	3443001  560200		2025/11	8.70
				016044	7060	3443001  560200		2025/11	4.15
				016044	9756	3443001  560200		2025/11	14.53
				016044	20811	3443001  560210		2025/11	23.61
				016044	115	3443001  560210		2025/11	14.44
				016044	5W20BULK	3443001  560210		2025/11	23.66
				016044	RTU1EXT	3443001  560210		2025/11	8.61
					Total For Check #	329356			753.16



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05/29/2025	329360	98	OKLAHOMA NATURAL GAS CO	114839300 05142025	210157046 1148393 00 MAY 14, 2025 4205 E OMAHA ST	3443001  550240		2025/11	179.51
				252838500 05142025	213245206 2528385 00 MAY 14, 2025 4121 E OMAHA	3443009  550240		2025/11	212.39
				110008282 05142025	213245197 1100082 82 MAY 14, 2025 1101 N 9TH ST	3443001  550240		2025/11	184.11
				111367300 05202025	210119810 1113673 00 MAY 20, 2025 695 E KENOSHA ST	3443001  550240		2025/11	31.98
Total For Check # 329360									607.99
05/29/2025	329377	275	SIRCHIE FINGER PRINT LABORATORIES	0692135-IN	Additional Items Needed for CSI	3443001  560550		2025/11	301.56
Total For Check # 329377									301.56
05/29/2025	329385	3871	SUMMIT FIRE & SECURITY LLC	3082775	Gate Transponder Reader Refurbishment	3443001  540070		2025/11	3,842.50
Total For Check # 329385									3,842.50
05/29/2025	329389	1089	TRANE COMPANY	315376153	315376153 MAY 7, 2025	3443001  540070		2025/11	962.00
Total For Check # 329389									962.00
05/29/2025	329396	949	TULSA WINNELSON COMPANY	614473 01	BLANKET PO MISC. PLUMBING SUPPLIES	3443001  560180		2025/11	25.34
Total For Check # 329396									25.34
Total For Fund 344									251,148.76
Number of Invoices For Fund 344									523



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05/15/2025	328765	856	AMERICAN FIDELITY ASSURANCE CO.	159547	Payroll Run 1 - Warrant 250425	345  218420		2025/10	43.76
				159547	Payroll Run 1 - Warrant 250425	345  218430		2025/10	110.00
					<b>Total For Check # 328765</b>				<b>153.76</b>
05/15/2025	328770	4633	COLONIAL LIFE & ACCIDENT INSURANCE COMPANY	159552	Payroll Run 1 - Warrant 250425	345  218590		2025/10	619.10
					<b>Total For Check # 328770</b>				<b>619.10</b>
05/15/2025	328771	1319	COMMUNITY CARE EAP	159549	Payroll Run 1 - Warrant 250425	345  218560		2025/10	172.96
					<b>Total For Check # 328771</b>				<b>172.96</b>
05/15/2025	328773	1234	DAVID BUNCH	EMP 02162025	REIMBURSEMENT VENTILATION/LADDERS HOT CLASS	3453501  530110		2025/11	50.00
					<b>Total For Check # 328773</b>				<b>50.00</b>
05/15/2025	328774	1550	GENESIS HEALTH CLUBS	159550	Payroll Run 1 - Warrant 250425	345  218150		2025/10	378.56
					<b>Total For Check # 328774</b>				<b>378.56</b>
05/15/2025	328776	1852	JEREMY MOORE	PDR 06202025	PER DIEM NPFLRA	3453501  550030		2025/11	369.80
					<b>Total For Check # 328776</b>				<b>369.80</b>
05/15/2025	328778	159	PRE-PAID LEGAL SERVICES, INC.	159546	Payroll Run 1 - Warrant 250425	345  218100		2025/10	222.36
					<b>Total For Check # 328778</b>				<b>222.36</b>
05/15/2025	328779	4905	METROPOLITAN LIFE INSURANCE COMPANY	159554	Payroll Run 1 - Warrant 250425	345  218340		2025/10	72.68
				159554	Payroll Run 1 - Warrant 250425	345  218480		2025/10	89.30
				159554	Payroll Run 1 - Warrant 250425	345  218590		2025/10	203.02
					<b>Total For Check # 328779</b>				<b>365.00</b>
05/15/2025	328844	1987	SURENCY LIFE & HEALTH INS. CO.	159551	Payroll Run 1 - Warrant 250425	345  218460		2025/10	100.75
					<b>Total For Check # 328844</b>				<b>100.75</b>



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05/15/2025	328852	149	AMERICAN ELECTRIC POWER/PSO	284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 4105 E OMAHA ST	3453501  550250		2025/11	100.20
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 120 W KENOSHA ST	3453501  550250		2025/11	591.61
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 3151 N 9TH ST UNIT	3453501  550250		2025/11	1,161.63
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 5420 S 23RD ST UNIT	3453501  550250		2025/11	616.60
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 204 E EL PASO ST	3453501  550250		2025/11	65.88
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 2300 W NORFOLK DR	3453501  550250		2025/11	753.55
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 1821 W DETROIT ST	3453501  550250		2025/11	235.65
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 3301 W HOUSTON ST	3453501  550250		2025/11	315.91
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 8000 S ELM PL	3453501  550250		2025/11	118.55
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 6201 E KENOSHA ST	3453501  550250		2025/11	265.01
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 122 W KENOSHA ST	3453501  550250		2025/11	97.81
				284-103-0-3 04282025	953-284-103-0-3 APRIL 28, 2025 3000 S ELM AVE	3453501  550250		2025/11	85.10
Total For Check # 328852									4,407.50
05/15/2025	328853	4935	AMAZON.COM SALES INC	1FNK-PKLF-G3D7	ITEM: 48 Pcs Mini Pullback Fire Truck Toy Small P	3453504  560230		2025/11	99.96
Total For Check # 328853									99.96
05/15/2025	328854	5180	AMERICAN MEDICAL GAS RESOURCES	3138	BLANKET PO FOR MEDICAL AND INDUSTRIAL GAS	3453502  560230		2025/11	184.77
Total For Check # 328854									184.77
05/15/2025	328860	661	ASSOCIATED PARTS & SUPPLY	308896	BLANKET PO FOR MISC. APPLIANCE PARTS	3453501  560180		2025/11	19.99
				309283	BLANKET PO FOR MISC. APPLIANCE PARTS	3453501  560180		2025/11	148.89



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Total For Check # 328860									168.88
05/15/2025	328867	18	BOUND TREE MEDICAL	85749696	EMS Training Supplies	3453502  560240		2025/11	102.27
Total For Check # 328867									102.27
05/15/2025	328870	29	CASCO INDUSTRIES INC	269723	269723 01/29/2025	3453501  560230		2025/11	151.00
				268531	268531 12/13/2024	3453501  560110		2025/11	512.00
				270559	270559 02/27/2025	3453501  560110		2025/11	1,354.00
				269983	269983 02/05/2025	3453501  560110		2025/11	4,057.00
Total For Check # 328870									6,074.00
05/15/2025	328872	37	CINTAS CORPORATION	5268734109	BLANKET PO FOR MEDICAL SUPPLIES	3453501  560230		2025/11	242.24
Total For Check # 328872									242.24
05/15/2025	328873	996	CITY OF BROKEN ARROW	159548	Payroll Run 1 - Warrant 250425	345  218180		2025/10	395.83
				159548	Payroll Run 1 - Warrant 250425	345  218360		2025/10	3,164.53
Total For Check # 328873									3,560.36
05/15/2025	328882	634	DELL MARKETING L.P.	10813170160	Laptop for FM Sharp	3453504  560240		2025/11	1,907.75
Total For Check # 328882									1,907.75
05/15/2025	328890	1231	AT&T MOBILITY LLC	287319128175X052025	287319128175X04302025	3453501  550220		2025/11	128.46
				287319128175X052025	287319128175X04302025	3453502  550220		2025/11	18.87
				287319128175X052025	287319128175X04302025	3453501  550540		2025/11	3,464.75
				287319128175X052025	287319128175X04302025	3453502  550540		2025/11	662.70
Total For Check # 328890									4,274.78
05/15/2025	328891			287319339297X052025	287319339297X04302025	3453501  550540		2025/11	1,022.72
Total For Check # 328891									1,022.72



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05/15/2025	328904	4736	DUSTIN MANLY	10000531	10000531 05/06/2025	3453501  540070		2025/11	1,500.00
Total For Check # 328904									1,500.00
05/15/2025	328908	5131	KEVIN BEHE	13377	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.07
				13379	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.07
				13378	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.07
				13376	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	3.03
				13375	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13374	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13373	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13372	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	3.05
				13371	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.57
				13159	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.07
				13157	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13020	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	8.09
				12989	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	3.03
				13366	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13367	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13364	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.07
				13363	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	6.57



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				13362	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13189	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13188	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13368	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
					Total For Check # 328908				108.16
05/15/2025	328912	1088 LIFE ASSIST INC		1593993	BLANKET PO FOR EMS SUPPLIES	3453502  560240		2025/11	8,400.00
				1595718	BLANKET PO FOR EMS SUPPLIES	3453502  560240		2025/11	3,300.00
				1595592	BLANKET PO FOR EMS SUPPLIES	3453501  560230		2025/11	4,035.57
				1596599	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	2,723.20
				1596600	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	3,729.25
					Total For Check # 328912				22,188.02
05/15/2025	328914	131 LOCKE SUPPLY COMPANY		55293643-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	3453501  560180		2025/11	17.87
				55386886-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	3453501  560180		2025/11	8.01
					Total For Check # 328914				25.88
05/15/2025	328919	25 NAPA AUTO PARTS		015540	2443	3453501  560200		2025/11	-18.05
				015548	F244465	3453501  560190		2025/11	538.34
				015548	205	3453501  560190		2025/11	27.78
				015551	F244465UM	3453501  560190		2025/11	1,681.11
				015586	975	3453501  560210		2025/11	25.66
				015600	7151151	3453501  560210		2025/11	6.16
				015600	21030	3453501  560210		2025/11	18.08



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				015600	13005	3453501  560210		2025/11	14.67
				015600	75190	3453501  560210		2025/11	14.84
				015600	2413	3453501  560210		2025/11	16.68
				015600	SL3330	3453501  560210		2025/11	24.44
				015600	615	3453501  560210		2025/11	18.36
				015661	2866636	3453501  560200		2025/11	28.38
				015675	HX21114	3453501  560200		2025/11	59.32
						<b>Total For Check # 328919</b>			<b>2,455.77</b>
05/15/2025	328920			015541	2995	3453501  560200		2025/11	-1.93
				015573	2413	3453501  560230		2025/11	5.56
						<b>Total For Check # 328920</b>			<b>3.63</b>
05/15/2025	328924	96 OTA PIKEPASS CENTER		20250400105	20250400105 04/30/2025	3453501  550030		2025/11	621.52
				20250400105	20250400105 04/30/2025	3453502  550030		2025/11	392.20
				20250400105	20250400105 04/30/2025	3453501  550030		2025/11	-621.52
				20250400105	20250400105 04/30/2025	3453502  550030		2025/11	-392.20
						<b>Total For Check # 328924</b>			<b>0.00</b>
05/15/2025	328953	949 TULSA WINNELSON COMPANY	611897 01		BLANKET PO MISC. PLUMBING SUPPLIES	3453501  560180		2025/11	91.74
						<b>Total For Check # 328953</b>			<b>91.74</b>
05/22/2025	328974	4904 AMERITAS LIFE INSURANCE CORP.	159553		Payroll Run 1 - Warrant 250425	345  218240		2025/10	12.32
						<b>Total For Check # 328974</b>			<b>12.32</b>
05/22/2025	328989	4064 JO'ES OKOTOGHAIDE	TRR SP2025		TUITION REIMB SPRING 2025	3453501  530110		2025/11	1,200.00
						<b>Total For Check # 328989</b>			<b>1,200.00</b>
05/22/2025	329013	2795 TONY MCGILL	PDR 06012025		PER DIEM REQUEST FOR INTERNATIONAL CO RESPONDERS	3453502  550030		2025/11	154.80
						<b>Total For Check # 329013</b>			<b>154.80</b>



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05/22/2025	329019	489	ADMIRAL EXPRESS LLC	206733-S	SUPPLIESS - APRIL 2025	3453501  560030		2025/11	77.98
				206641-S	SUPPLIESS - APRIL 2025	3453503  560030		2025/11	155.96
				Total For Check # 329019					233.94
05/22/2025	329021	447	AIR CLEANING TECHNOLOGIES INC	INV-03283	STATION 7 REPAIR FOR DISCONNECTED TRACK	3453501  540290		2025/11	218.00
									Total For Check # 329021 218.00
05/22/2025	329022	4935	AMAZON.COM SALES INC	1YXC-1XF7-6WVF	ITEM: Fog Machine 1500W with Wireless Remote & amp	3453504  560240		2025/11	135.99
				1NT1-P4CF-KCK6	Grinder and Vice for St 7	3453501  560230		2025/11	87.00
				1NT1-P4CF-KCK6	Grinder and Vice for St 7	3453501  560240		2025/11	106.49
				1T9P-PP44-9FLY	Test leads, relary, test lead clamp from amazon	3453501  560230		2025/11	89.81
				171V-RQCC-JHJR	Dewalt batteries	3453501  560240		2025/11	500.00
				1RXF-T9TR-M6DX	ITEM: DecoBrothers K-Cup Holder Drawer for 36 Cof	3453501  560240		2025/11	416.51
				1H6L-GDPK-6W6K	ITEM: DecoBrothers K-Cup Holder Drawer for 36 Cof	3453501  560240		2025/11	609.40
				14L1-HK3M-MPG7	ITEM: 2MM Extra Thick Silicone Kitchen Counter Ma	3453502  560230		2025/11	31.49
				1WHL-4F1J-4TKT	Items for rescue/rescue boat	3453501  560230		2025/11	66.08
				1LVN-TYFX-79TT	ITEM: Logitech C270 HD Webcam, 720p, Widescreen H	3453503  560030		2025/11	39.99
				1DLY-M96F-KDRR	ITEM: Cardinal Economy 3-Ring Binders, 5/8" Round	3453502  560030		2025/11	71.30
				Total For Check # 329022					2,154.06
05/22/2025	329024	5180	AMERICAN MEDICAL GAS RESOURCES	3199	BLANKET PO FOR MEDICAL AND INDUSTRIAL GAS	3453502  560230		2025/11	123.00
				3162	BLANKET PO FOR MEDICAL AND INDUSTRIAL GAS	3453502  560230		2025/11	194.77
				Total For Check # 329024					317.77
05/22/2025	329036	4498	BANNER FIRE EQUIPMENT	11P19044	Backpack sprayer	3453501  560240		2025/11	250.00



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			INC						
						Total For Check # 329036			250.00
05/22/2025	329044	18	BOUND TREE MEDICAL	85756763	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	221.58
				85756764	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	5,575.67
				85764124	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	3,781.74
				85746864	EMS Training Supplies	3453502  560240		2025/11	804.46
				85760441	EMS Training Supplies	3453502  560240		2025/11	3,238.32
						Total For Check # 329044			13,621.77
05/22/2025	329054	29	CASCO INDUSTRIES INC	271809	GX2 CO calibration gas	3453501  560230		2025/11	355.00
						Total For Check # 329054			355.00
05/22/2025	329059	1391	CLEAN THE UNIFORM CO OKLAHOMA	52132905	52132905	3453501  560300		2025/11	43.72
				52132748	52132748	3453501  560300		2025/11	38.37
				52132747	52132747	3453501  560300		2025/11	2.94
				52133539	CLEANING SUPPLIES FOR FIRE STATIONS	3453503  540330		2025/11	45.78
				52134018	CLEANING SUPPLIES FOR FIRE STATIONS	3453503  540330		2025/11	48.72
				52134013	CLEANING SUPPLIES FOR FIRE STATIONS	3453503  540330		2025/11	37.35
				52133540	CLEANING SUPPLIES FOR FIRE STATIONS	3453503  540330		2025/11	82.01
				52134017	CLEANING SUPPLIES FOR FIRE STATIONS	3453503  540330		2025/11	56.56
						Total For Check # 329059			355.45
05/22/2025	329063	1196	CONRAD FIRE EQUIPMENT INC	583523	UNIT 1924 & 1925 PART ORDER ONLY	3453501  560200		2025/11	320.19
						Total For Check # 329063			320.19



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05/22/2025	329071	1132	EARTH TECH ENTERPRISES, INC.	23774	INDOOR AIR TESTING AT STATION 1	3453501  540070		2025/11	650.00
						<b>Total For Check # 329071</b>			<b>650.00</b>
05/22/2025	329073	1552	EMS TECHNOLOGY SOLUTIONS LLC	69155	69155	3453502  540550		2025/11	1,666.00
						<b>Total For Check # 329073</b>			<b>1,666.00</b>
05/22/2025	329091	1665	GREEN COUNTRY MEDICAL WASTE LLC	16995	16995	3453502  530870		2025/11	800.00
						<b>Total For Check # 329091</b>			<b>800.00</b>
05/22/2025	329106	3537	J & J BOWERS LAWN CARE	250405	250405	3453503  540280		2025/11	450.00
				250512	MOWING OF TRAINING CENTER	3453503  540280		2025/11	450.00
						<b>Total For Check # 329106</b>			<b>900.00</b>
05/22/2025	329111	5131	KEVIN BEHE	13590	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13418	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	3.03
				13736	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13608	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13611	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13592	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13422	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13428	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
				13595	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
				13512	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04



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				13424	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	4.04
					<b>Total For Check # 329111</b>				<b>46.46</b>
05/22/2025	329115	3568 KNO2 LLC		INV72524	ANNUAL FEE - SAAS SOFTWARE LICENSE	3453502  540550		2025/11	1,600.00
					<b>Total For Check # 329115</b>				<b>1,600.00</b>
05/22/2025	329117	1088 LIFE ASSIST INC		1599995	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	1,851.64
				1597609	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	615.00
					<b>Total For Check # 329117</b>				<b>2,466.64</b>
05/22/2025	329119	131 LOCKE SUPPLY COMPANY		55463863-00	BLANKET PO FOR PLUMBING & ELECTRICAL SUPPLIES	3453501  560180		2025/11	432.87
					<b>Total For Check # 329119</b>				<b>432.87</b>
05/22/2025	329125	2621 MYHEALTH ACCESS NETWORK		13288	13288	3453502  540550		2025/11	420.00
					<b>Total For Check # 329125</b>				<b>420.00</b>
05/22/2025	329126	888 NAFECO		1347459	Parts to repair engine 4 monitor	3453501  560310		2025/11	215.64
					<b>Total For Check # 329126</b>				<b>215.64</b>
05/22/2025	329127	25 NAPA AUTO PARTS		015462	7237	3453501  560200		2025/11	138.69
				015462	7237	3453501  560200		2025/11	27.00
				015502	789DEF	3453501  560210		2025/11	1,066.56
				015512	3807AX	3453501  560200		2025/11	558.20
				015512	370120A	3453501  560200		2025/11	142.66
				015512	4384138	3453501  560200		2025/11	180.02
				015516	KSMA23014728CP	3453501  560200		2025/11	1,610.80
				015516		3453501  560200		2025/11	179.00
				015536	31460024	3453502  560200		2025/11	2,718.38



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				015536		3453502  560200		2025/11	75.80
				015687	GBEK4708Q23PR	3453501  560200		2025/11	120.40
				015687	GBEK4708Q23PR	3453501  560200		2025/11	95.76
				015687		3453501  560200		2025/11	65.00
				015699	8155193	3453501  560200		2025/11	190.63
				015699		3453501  560200		2025/11	60.00
				015819	8448AAA	3453501  560200		2025/11	259.02
				015819	8448AAA	3453501  560200		2025/11	36.00
				015819	8448AAA	3453501  560200		2025/11	-36.00
				015819	100255	3453501  560200		2025/11	4.15
				015819	2488	3453501  560200		2025/11	13.50
				015819	0W20BULK	3453501  560210		2025/11	28.64
				015825	1001010	3453501  560200		2025/11	381.26
				015825		3453501  560200		2025/11	30.00
				015827	HDRTU1GAL	3453501  560200		2025/11	85.80
				015827	B92260406	3453501  560200		2025/11	14.24
				015827	5273379	3453501  560200		2025/11	60.56
				015827	4055445C1	3453501  560200		2025/11	63.31
				015827	7051509	3453501  560200		2025/11	11.86
				015844	11752001	3453502  560200		2025/11	334.44
				015844		3453502  560200		2025/11	15.69
				15927	932073	3453501  560200		2025/11	17.23
				15927	937802	3453501  560200		2025/11	960.20
				15954	66660B	3453501  560200		2025/11	2,557.54
				15954		3453501  560200		2025/11	230.00
				15964	3216591	3453501  560200		2025/11	495.22
				15964	2044735	3453501  560200		2025/11	662.24
				15964	28179110002	3453501  560200		2025/11	366.01



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				15964	26362950025	3453501  560200		2025/11	318.80
				15964		3453501  560200		2025/11	535.95
				15970	3620011	3453501  560200		2025/11	133.14
				15970	006102V102	3453501  560200		2025/11	175.22
				15970		3453501  560200		2025/11	30.00
						<b>Total For Check # 329127</b>			<b>15,012.92</b>
05/22/2025	329128			015459	7151	3453502  560200		2025/11	14.72
				015459	300458	3453502  560200		2025/11	45.66
				015459	15W40BULK	3453502  560210		2025/11	53.85
				015690	VT10475	3453501  560200		2025/11	35.88
				015690	5332563	3453501  560200		2025/11	89.37
				015690	122494	3453501  560210		2025/11	10.74
				015693	HX21114	3453501  560200		2025/11	-59.32
				015802	FT7694F	3453501  560200		2025/11	61.36
				015842	10112BK	3453502  560200		2025/11	53.73
				015842		3453502  560200		2025/11	15.76
				015906	4211	3453501  560200		2025/11	13.95
				015906	100255	3453501  560200		2025/11	4.15
				015906	200942	3453501  560200		2025/11	15.42
				015906	5W30BULK	3453501  560210		2025/11	30.48
						<b>Total For Check # 329128</b>			<b>385.75</b>
05/22/2025	329129			015485	1319A	3453501  560200		2025/11	28.92
				015508	2995	3453501  560200		2025/11	1.93
				015508	1060	3453501  560200		2025/11	4.15
				015508	3481	3453501  560200		2025/11	9.34
				015508	5W30BULK	3453501  560210		2025/11	19.05
				015509	2443	3453501  560200		2025/11	18.05



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				015509	7131	3453501  560200		2025/11	2.41
				015509	75110	3453501  560210		2025/11	3.72
				015511	EB1	3453501  560230		2025/11	10.86
				015526	78004	3453502  560230		2025/11	22.64
				015535	975	3453501  560210		2025/11	25.66
				015713	11407909102	3453501  560200		2025/11	44.16
				015714	42441290900	3453501  560200		2025/11	6.67
				015714	11251290500	3453501  560200		2025/11	6.67
				15930	EB1	3453501  560200		2025/11	10.86
				15941	1248	3453502  560200		2025/11	26.54
				15956	100255	3453501  560200		2025/11	4.15
				15956	0W20BULK	3453501  560210		2025/11	28.64
				15962	100255	3453501  560200		2025/11	4.15
				15962	0W20BULK	3453501  560210		2025/11	28.64
				015907	8195563	3453502  560200		2025/11	22.77
				015909	25080910HD	3453501  560200		2025/11	43.24
				015920	7060	3453501  560200		2025/11	4.15
				015920	5W30BULK	3453501  560210		2025/11	22.86
				015792	FT7752F	3453501  560200		2025/11	50.91
						<b>Total For Check # 329129</b>			<b>451.14</b>
05/22/2025	329130			015476	91440	3453502  560200		2025/11	7.77
				015528	2413	3453501  560200		2025/11	5.56
				015707	2413	3453501  560230		2025/11	5.56
				015711	07481	3453501  560230		2025/11	3.12
				015711	82194	3453501  560230		2025/11	6.64
				015816	17171N	3453501  560200		2025/11	1.34
				015915	F1610080406	3453501  560200		2025/11	5.09
				015790		3453501  560200		2025/11	5.00



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Fund 345

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
						Total For Check # 329130			40.08
05/22/2025	329135	4349	OKIE PACKAGING & INDUSTRIAL SUPPLIES	318522BO1	BLANKET ORDER FOR BLANKET PO FOR FIRE JANITORIAL	3453502  560230		2025/11	102.04
						Total For Check # 329135			102.04
05/22/2025	329139	98	OKLAHOMA NATURAL GAS CO	262815273 05132025	213659281 2628152 73 MAY 13, 2025 5420 S 23RD ST	3453501  550240		2025/11	233.61
						Total For Check # 329139			233.61
05/22/2025	329140	196	OKLAHOMA STATE UNIVERSITY	0099447	VARIOUS CLASSES FOR FIRE DEPT	3453503  530110		2025/11	650.00
				0097037	VARIOUS CLASSES FOR FIRE DEPT	3453503  530110		2025/11	800.00
				0097104	VARIOUS CLASSES FOR FIRE DEPT	3453503  530110		2025/11	2,800.00
				099479	VARIOUS CLASSES FOR FIRE DEPT	3453503  530110		2025/11	450.00
				099451	VARIOUS CLASSES FOR FIRE DEPT	3453503  530110		2025/11	450.00
				098009	VARIOUS CLASSES FOR FIRE DEPT	3453503  530110		2025/11	575.00
						Total For Check # 329140			5,725.00
05/22/2025	329142	4505	ON CALL SERVICES AND RENTALS, LLC	77356	77356	3453503  540330		2025/11	159.03
				79079	79079	3453503  540330		2025/11	79.52
				80128	80128	3453503  540330		2025/11	159.03
				81943	81943	3453503  540330		2025/11	79.52
				82929	82929	3453503  540330		2025/11	159.03
						Total For Check # 329142			636.13
05/22/2025	329144	3744	CTZ ENTERPRISES LLC	165725	DIGITIZER FOR IPAD	3453501  560310		2025/11	119.99
						Total For Check # 329144			119.99
05/22/2025	329164	81	SHERWIN WILLIAMS CO	15738163730525	BLANKET PO FOR PAINT SUPPLIES	3453501  560180		2025/11	34.05
						Total For Check # 329164			34.05



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329208	897	WASTE MANAGEMENT QUARRY LANDFILL	2401304-1006-3	WASTE PICK UP AT TRAINING CENTER	3453503  540330		2025/11	754.34
Total For Check # 329208									754.34
05/22/2025	329213	3543	YAHN ENTERPRISES	4898	Setup promo for the 50619908 aluminum carabiner wi	3453504  560230		2025/11	3,904.52
Total For Check # 329213									3,904.52
05/29/2025	329218	5139	JAMES CAMPBELL	TRR SP2025	TUITION REIMBURSEMENT - SPRING 2025	3453501  530110		2025/11	479.00
Total For Check # 329218									479.00
05/29/2025	329270	893	RYAN LAWSON	T&A 05052025	TRAVEL & ACCOMMODIATION - MAY 05, 2025	3453501  550030		2025/11	83.96
Total For Check # 329270									83.96
05/29/2025	329272	5118	TANNER FREDERICK	TRR SP2025	TIUTION REIMBURSEMENT REQUEST - SPRING 2025	3453501  530110		2025/11	1,200.00
Total For Check # 329272									1,200.00
05/29/2025	329278	4935	AMAZON.COM SALES INC	1MT6-6GT1-9RYD	ITEM: KWANWA Alarm Clock, 8" Large Screen Display	3453501  560230		2025/11	108.03
				1C39-7YWR-HWPL	ITEM: Bird-X Quadblaster QB-4, Ultrasonic Bird Pr	3453501  560180		2025/11	456.51
				1G7J-LXYQ-P4GX	Glowstick restock	3453501  560230		2025/11	78.96
Total For Check # 329278									643.50
05/29/2025	329279	5180	AMERICAN MEDICAL GAS RESOURCES	3218	BLANKET PO FOR MEDICAL AND INDUSTRIAL GAS	3453502  560230		2025/11	173.00
Total For Check # 329279									173.00
05/29/2025	329295	18	BOUND TREE MEDICAL	85771040	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	5,894.82
Total For Check # 329295									5,894.82
05/29/2025	329325	5026	DALE GRAHAM	000044	000044 MAY 15, 2025	3453501  540070		2025/11	100.00



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Fund 345

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
						<b>Total For Check # 329325</b>			<b>100.00</b>
05/29/2025	329340	3537 J & J BOWERS LAWN CARE		250519	250519 05/19/2025	3453503  540280		2025/11	450.00
						<b>Total For Check # 329340</b>			<b>450.00</b>
05/29/2025	329342	5131 KEVIN BEHE		13421	CITY COUNCIL APPROVED 09/09/24	3453501  540070		2025/11	5.05
						<b>Total For Check # 329342</b>			<b>5.05</b>
05/29/2025	329349	1088 LIFE ASSIST INC		1602003	BLANKET PO FOR EMS SUPPLIES	3453502  560230		2025/11	92.00
						<b>Total For Check # 329349</b>			<b>92.00</b>
05/29/2025	329356	25 NAPA AUTO PARTS		15721	2413	3453501  560230		2025/11	5.56
				15726	122492	3453501  560210		2025/11	122.64
				15739	9080XXL	3453501  560230		2025/11	16.67
				15739	2413	3453501  560230		2025/11	5.56
				15752	122494	3453501  560210		2025/11	16.11
				016024	230266	3453502  560200		2025/11	10.70
				016024	7151	3453502  560200		2025/11	14.72
				016024	200905	3453502  560200		2025/11	19.93
				016024	15W40BULK	3453502  560210		2025/11	46.67
				016026	300458	3453502  560210		2025/11	45.66
				016032	3518067	3453501  560200		2025/11	3,759.40
				016033	2413	3453501  560200		2025/11	5.56
				016034	2413	3453501  560230		2025/11	5.56
				016037	B92260406	3453501  560200		2025/11	7.12
				016047	1748XD	3453501  560200		2025/11	36.67
				016047	PA30309	3453501  560200		2025/11	149.40
				016047	15W40BULK	3453501  560210		2025/11	86.16
				016048	GBEK4708Q23PR	3453501  560200		2025/11	-120.40



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CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
				016048	GBEK4708Q23PR	3453501  560200		2025/11	-95.76
					<b>Total For Check #</b>	<b>329356</b>			<b>4,137.93</b>
05/29/2025	329359	4349	OKIE PACKAGING & INDUSTRIAL SUPPLIES	318522BO	BLANKET ORDER FOR BLANKET PO FOR FIRE JANITORIAL	3453502  560230		2025/11	117.68
				318538	BLANKET ORDER FOR BLANKET PO FOR FIRE JANITORIAL	3453502  560230		2025/11	131.34
					<b>Total For Check #</b>	<b>329359</b>			<b>249.02</b>
05/29/2025	329360	98	OKLAHOMA NATURAL GAS CO	220113100 05212025	210105033 2201131 00 MAY 21, 2025 1821 W DETROIT S	3453501  550240		2025/11	205.24
				179007809 05212025	21104004 1790078 09 MAY 21, 2025 100 W KENOSHA ST	3453501  550240		2025/11	241.28
				180496173 05202025	211120163 1804961 73 MAY 20, 2025 3301 W HOUSTON S	3453501  550240		2025/11	214.33
					<b>Total For Check #</b>	<b>329360</b>			<b>660.85</b>
05/29/2025	329372	201	ROYAL PRINTING	66442	66442 05/19/2025	3453501  550360		2025/11	138.00
					<b>Total For Check #</b>	<b>329372</b>			<b>138.00</b>
05/29/2025	329384	4381	HOWMEDICA OSTEONICS CORP	9209283031	BLANKET EMS SUPPLIES	3453502  560230		2025/11	2,138.32
				9209320085	BLANKET EMS SUPPLIES	3453502  560230		2025/11	46.47
				9209262776	BLANKET EMS SUPPLIES	3453502  560230		2025/11	3,645.00
					<b>Total For Check #</b>	<b>329384</b>			<b>5,829.79</b>
05/29/2025	329385	3871	SUMMIT FIRE & SECURITY LLC	3082775	Gate Transponder Reader Refurbishment	3453501  540070		2025/11	3,842.50
					<b>Total For Check #</b>	<b>329385</b>			<b>3,842.50</b>
05/29/2025	329386	1342	TELEFLEX LLC	9509991491	BLANKET PO EMS SUPPLIES	3453502  560230		2025/11	3,800.00
					<b>Total For Check #</b>	<b>329386</b>			<b>3,800.00</b>
05/29/2025	329394	3877	OLEN MASINGALE	2025-0122	2025-0122 MAY 19, 2025	3453501  540070		2025/11	498.47



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Fund 345

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
						Total For Check # 329394			498.47
05/29/2025	329396	949	TULSA WINNELSON COMPANY	614595 01	BLANKET PO MISC. PLUMBING SUPPLIES	3453501  560180		2025/11	24.89
						Total For Check # 329396			24.89
05/29/2025	329406	1095	WINDSTREAM HOLDINGS II LLC	101197628 04302025	101197628 APRIL 30, 2025 918-355-8241	3453501  550220		2025/11	66.16
				101197624 04302025	101197624 APRIL 30, 2025 918-249-9750	3453501  550220		2025/11	71.39
				101198864 05212025	101198864 MAY 21, 2025 918-355-3921	3453501  550220		2025/11	72.46
				101198864 04222025	101198864 APRIL 22, 2025 918-355-3921	3453501  550220		2025/11	71.39
				101198949 05212025	101198949 MAY 21, 2025 918-355-8237	3453501  550220		2025/11	71.34
				101198944 04222025	101198944 APRIL 22, 2025 918-258-5049	3453501  550220		2025/11	69.67
						Total For Check # 329406			422.41
						Total For Fund 345			135,366.39
						Number of Invoices For Fund 345			305



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Fund 346

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329138	49 OKLAHOMA DEPT OF PUBLIC SAFETY		LET-018963	OLETS MONTHLY ACCESS APRIL 2025	3461800  540550		2025/11	200.00
Total For Check # 329138									200.00
Total For Fund 346									200.00
Number of Invoices For Fund 346									1



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Fund 348

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328871	1436	CHEROKEE PRIDE CONST. INC.	PA 2 ARPA 2352100	Arrow Forge-Innovation District Improvements	3481700  570170	2317160	2025/11	337,487.50
						Total For Check # 328871			337,487.50
05/22/2025	329040	692	BKL INC.	PA 19 2317150	Innovation District 2352100	3481700  570170	2317150	2025/11	1,232.34
						Total For Check # 329040			1,232.34
						Total For Fund 348			338,719.84
						Number of Invoices For Fund 348			2



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Fund 592

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328930	1043	PROFESSIONAL ENGINEERING CONSULT.	534630	P/N 2460370	5926000  570150	196024	2025/11	1,300.00
Total For Check # 328930									1,300.00
05/15/2025	328937	1263	SELSER SCHAEFER ARCHITECTS	2503473	Public Safety Complex II 191711	5921700  570160	191711	2025/11	1,000.00
Total For Check # 328937									1,000.00
05/29/2025	329302	1253	CEC CORPORATION	202505157	CEC Agreement for ST1710 approved 8/2/21See Attach	5925300  570160	ST1710	2025/11	1,450.23
Total For Check # 329302									1,450.23
Total For Fund 592									3,750.23
Number of Invoices For Fund 592									3



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Fund 593

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328849	4333	ACE APPRAISAL GROUP LLC	25-1419	25-1419 05/09/2025	5935300  570080	ST2027	2025/11	2,475.00
Total For Check # 328849									2,475.00
05/15/2025	328863	372	BECCO CONTRACTORS INC	PA 8 ST2028	ST2028 - Houston - Garnett to Olive	5935300  570150	ST2028	2025/11	403,965.17
Total For Check # 328863									403,965.17
05/15/2025	328871	1436	CHEROKEE PRIDE CONST. INC.	PA 2 2352100	Arrow Forge-Innovation District Improvements	5935300  570150	ST22290	2025/11	510,216.50
Total For Check # 328871									510,216.50
05/15/2025	328909	1124	KIVELL,RAYMENT AND FRANCIS, P.C.	1509.190	1509.190 05/05/2025	5935300  570080	ST2027	2025/11	550.00
Total For Check # 328909									550.00
05/15/2025	328926	320	POE AND ASSOCIATES INCORPORATE	15718	110033	5935300  570150	ST2028	2025/11	430.00
Total For Check # 328926									430.00
05/15/2025	328930	1043	PROFESSIONAL ENGINEERING CONSULT.	534631	Nienhuis Turf 2460360	5936000  570160	2460360	2025/11	9,600.00
Total For Check # 328930									9,600.00
05/15/2025	328937	1263	SELSER SCHAEFER ARCHITECTS	2503474	Jail Expansion Renovation Prof Agreement	5933008  570160	203019	2025/11	3,367.50
				2503475	Operations Center Admin Building 2317210	5931700  570160	2317210	2025/11	52,470.00
Total For Check # 328937									55,837.50
05/22/2025	328986	5376	GERARDO YANEZ AND ELIZABETH YANEZ	MAY 12, 2025	ST2027 PARCEL 5.0 AND 5.A ACQUISTIONS-YANEZ	5935300  570080	ST2027	2025/11	57,740.00
Total For Check # 328986									57,740.00
05/22/2025	329006	5380	ROBIN HAVENS	ST2027	ST2027 PARCEL 6.0 AND 6.A ACQUISTIONS	5935300  570080	ST2027	2025/11	17,270.00
Total For Check # 329006									17,270.00



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Fund 593

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329040	692	BKL INC.	PA 19 2317150	Innovation District 2352100	5935300  570150	ST22290	2025/11	1,717.66
						<b>Total For Check # 329040</b>			<b>1,717.66</b>
05/22/2025	329065	3538	CP&Y INC	COBA2000129.00-14	110414	5935300  570160	ST2029	2025/11	32,121.35
						<b>Total For Check # 329065</b>			<b>32,121.35</b>
05/22/2025	329066	5314	CROSS TIMBERS CONSULTING, LLC	COBA-001.03	215 S. Laurel Drainage Improvements SW24090	5935305  570160	SW24090	2025/11	5,760.00
				COBA - 002.01	Cross Timbers Bristol Ponds	5935305  570160	SW25080	2025/11	13,769.25
						<b>Total For Check # 329066</b>			<b>19,529.25</b>
05/22/2025	329072	5190	ELLIS CONCRETE CONSTRUCTION LLC	PA 4 ST23300	Concrete Panel Replacement-Brentwood	5935300  570150	ST23300	2025/11	238,973.93
						<b>Total For Check # 329072</b>			<b>238,973.93</b>
05/22/2025	329113	2004	KIMLEY-HORN & ASSOCIATES INC.	061292304-0325	2552170 Transportation planning support	5935300  570160	2552170	2025/11	24,350.00
						<b>Total For Check # 329113</b>			<b>24,350.00</b>
05/22/2025	329123	5145	MOW-TOWN OUTDOORS, LLC	PA 6 2360450	Gardens at Central Park - Project 2360450	5936000  570150	2360450	2025/11	96,412.50
						<b>Total For Check # 329123</b>			<b>96,412.50</b>
05/22/2025	329161	1263	SELSEY SCHAEFER ARCHITECTS	2502413	Operations Center Admin Building 2317210	5931700  570160	2317210	2025/11	27,200.00
						<b>Total For Check # 329161</b>			<b>27,200.00</b>
05/29/2025	329221	5389	KING DEVELOPMENT GROUP LLC	ST23280	ST23280 PARCEL 6.0 ROW ACQUISITION	5935300  570080	ST23280	2025/11	17,970.00
						<b>Total For Check # 329221</b>			<b>17,970.00</b>
05/29/2025	329222	5390	THE LINDA J HOLMAN REVOCABLE TRUST	ST2027	PARCELL 11 AQUISITION	5935300  570080	ST2027	2025/11	20,900.00
						<b>Total For Check # 329222</b>			<b>20,900.00</b>



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Fund 593

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/29/2025	329268	5388	ROBERT E SAMUEL	ST027	ST2027 PARCEL 7 ROW ACQUISTION	5935300  570080	ST2027	2025/11	12,940.00
					Total For Check #	329268			12,940.00
05/29/2025	329321	674	GARVER ENGINEERS	18037041-39	110404	5935300  570160	ST2027	2025/11	1,030.61
				23T27000-15	WIDENING OF 9TH STREET NEW ORLEANS TO WASHINGTON	5935300  570160	ST23280	2025/11	4,492.00
					Total For Check #	329321			5,522.61
05/29/2025	329343	2004	KIMLEY-HORN & ASSOCIATES INC.	061292304-0425	2552170 Transportation planning support	5935300  570160	2552170	2025/11	48,700.00
				064598218-0425	ST25320 Dallas Main to 9th	5935300  570160	ST25320	2025/11	9,040.00
					Total For Check #	329343			57,740.00
05/29/2025	329357	5247	NEXLEVEL REDI MIX LLC	2542	2542 02/28/2025	5935300  570150	ST23230	2025/11	568.00
					Total For Check #	329357			568.00
05/29/2025	329401	591	UNION PACIFIC RAILROAD	90134568	UPRR Reimbursement Agreement	5935300  570160	ST23230	2025/11	2,183.09
				90143449	UPRR Reimbursement Agreement	5935300  570160	ST23230	2025/11	7,244.71
				90144690	ST2027 UPRR agreement	5935300  570160	ST2027	2025/11	2,024.86
					Total For Check #	329401			11,452.66
					Total For Fund	593			1,625,482.13
					Number of Invoices For Fund	593			29



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Fund 660

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329212	2518	WORKER'S COMPENSATION ACCOUNT	MAY 1-8 2025	MAY 1 2025 & MAY 8 2025 PYMNT COMBINED	6601700  530870		2025/11	24.00
				MAY 1-8 2025	MAY 1 2025 & MAY 8 2025 PYMNT COMBINED	6601700  530880		2025/11	36,466.73
				MAY 1-8 2025	MAY 1 2025 & MAY 8 2025 PYMNT COMBINED	6601700  530880		2025/11	-13,494.48
				MAY 1-8 2025	MAY 1 2025 & MAY 8 2025 PYMNT COMBINED	6601700  550900		2025/11	1,686.58
Total For Check # 329212									24,682.83
05/29/2025	329407			MAY 15, 2025	MAY 15, 2025 PAYMENT SUMMARY	6601700  530080		2025/11	3,810.50
				MAY 15, 2025	MAY 15, 2025 PAYMENT SUMMARY	6601700  530870		2025/11	39.14
				MAY 15, 2025	MAY 15, 2025 PAYMENT SUMMARY	6601700  530880		2025/11	4,750.13
				MAY 15, 2025	MAY 15, 2025 PAYMENT SUMMARY	6601700  550900		2025/11	269.40
Total For Check # 329407									8,869.17
Total For Fund 660									33,552.00
Number of Invoices For Fund 660									8



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Fund 661

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328774	1550	GENESIS HEALTH CLUBS	159550	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	27.04
					<b>Total For Check # 328774</b>				<b>27.04</b>
05/15/2025	328778	159	PRE-PAID LEGAL SERVICES, INC.	159546	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	24.90
				159546	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	24.90
					<b>Total For Check # 328778</b>				<b>49.80</b>
05/15/2025	328779	4905	METROPOLITAN LIFE INSURANCE COMPANY	159554	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	8,582.09
				159554	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	35.05
					<b>Total For Check # 328779</b>				<b>8,617.14</b>
05/15/2025	328844	1987	SURENCY LIFE & HEALTH INS. CO.	159551	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	3.25
					<b>Total For Check # 328844</b>				<b>3.25</b>
05/22/2025	328974	4904	AMERITAS LIFE INSURANCE CORP.	159553	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	16.36
				159553	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	23.72
				159553	Payroll Run 1 - Warrant 250425	6611700  530890		2025/10	41.60
				APRIL 2025	APRIL 2025 ADMIN FEE	6611700  530870		2025/11	2,204.16
				APRIL 2025	APRIL 2025 ADMIN FEE	6611700  530870		2025/11	680.96
				APRIL 2025	APRIL 2025 ADMIN FEE	6611700  530870		2025/11	26.88
				APRIL 2025	APRIL 2025 ADMIN FEE	6611700  530870		2025/11	4.48
					<b>Total For Check # 328974</b>				<b>2,998.16</b>
05/22/2025	329207	3769	VIRTA MEDICAL PC	INV00108376-1	DIABETES REVERSAL PROGRAM FEB 2025	6611700  530870		2025/11	2,808.00
				INV00108376	DIABETES REVERSAL PROGRAM MARCH 2025	6611700  530870		2025/11	2,962.00
				INV00113244	DIABETES REVERSAL PROGRAM APRIL 2025	6611700  530870		2025/11	2,962.00
					<b>Total For Check # 329207</b>				<b>8,732.00</b>



City of Broken Arrow  
Check Register by Fund



Fund 661

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
						Total For Fund 661			20,427.39
						Number of Invoices For Fund 661			16



City of Broken Arrow  
Check Register by Fund



Fund 770

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329035	16	BANK OF OKLAHOMA	BAOKKGOB2013B 6/25	BAOKKGOB2013B GO BONDS 2013B	7707000  580020		2025/11	51,046.88
				BAOKKGOB2013B 6/25	BAOKKGOB2013B GO BONDS 2013B	7707000  580030		2025/11	300.00
				BRKNARROW14A 6/25	BRKNARROW14A GO BONDS 2014A JUNE 2025	7707000  580020		2025/11	98,135.00
				BRKNARROW14A 6/25	BRKNARROW14A GO BONDS 2014A JUNE 2025	7707000  580030		2025/11	300.00
				BAOKGO21B 6/25	BAOKGO21B GO BONDS 2021B JUNE 2025	7707000  580020		2025/11	6,562.50
				BAOKGO21B 6/25	BAOKGO21B GO BONDS 2021B JUNE 2025	7707000  580030		2025/11	250.00
				BAOKGO20C 6/25	BAOKGO20C GO BONDS 2020C JUNE 2025	7707000  580020		2025/11	2,500.00
				BAOKGO20C 6/25	BAOKGO20C GO BONDS 2020C JUNE 2025	7707000  580030		2025/11	250.00
				BAOKGO21A 6/25	BAOKGO21A GO BONDS 2021A JUNE 2025	7707000  580020		2025/11	177,062.50
				BAOKGO21A 6/25	BAOKGO21A GO BONDS 2021A JUNE 2025	7707000  580030		2025/11	300.00
				BROKARRROK16D 6/25	BROKARRROK16D GO BONDS 2016D JUNE 2025	7707000  580020		2025/11	174,915.63
				BROKARRROK16D 6/25	BROKARRROK16D GO BONDS 2016D JUNE 2025	7707000  580030		2025/11	300.00
				BROKARROK18B 6/25	BROKARROK18B GO BONDS 2018B JUNE 2025	7707000  580020		2025/11	149,156.25
				BROKARROK18B 6/25	BROKARROK18B GO BONDS 2018B JUNE 2025	7707000  580030		2025/11	300.00
				BROKARROK18C 6/25	BROKARROK18C GO BONDS 2018C JUNE 2025	7707000  580020		2025/11	160,803.14
				BROKARROK18C 6/25	BROKARROK18C GO BONDS 2018C JUNE 2025	7707000  580030		2025/11	300.00
				BAGO2019A 6/25	BAGO2019A GO BONDS 2019A JUNE 2025	7707000  580020		2025/11	245,050.00
				BAGO2019A 6/25	BAGO2019A GO BONDS 2019A JUNE 2025	7707000  580030		2025/11	300.00



City of Broken Arrow  
Check Register by Fund



Fund 770

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/22/2025	329035			BAOKGO20B 6/25	BAOKGO20B GO BONDS 2020B JUNE 2025	7707000  580020		2025/11	160,000.00
				BAOKGO20B 6/25	BAOKGO20B GO BONDS 2020B JUNE 2025	7707000  580030		2025/11	300.00
Total For Check # 329035									1,228,131.90
Total For Fund 770									1,228,131.90
Number of Invoices For Fund 770									20



City of Broken Arrow  
Check Register by Fund



Fund 882

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328769	183	CLEET	APRIL 2025	TOWN AND MUNICIPAL COURT	882  290305		2025/11	3,373.54
Total For Check # 328769									3,373.54
05/15/2025	328781	353	OKLAHOMA BUREAU OF NARCOTICS	APRIL 2025	MUNICIPAL COURT REPORT DRUG EDU FEES APRIL	882  290311		2025/11	45.00
Total For Check # 328781									45.00
05/15/2025	328782	835	STATE OF OKLAHOMA	APRIL 2025	MUNICIPAL COURT REPORT APRIL 2025	882  290305		2025/11	6,672.99
Total For Check # 328782									6,672.99
05/22/2025	329001	999907	OTP - COURT REFUNDS	0000655		882  201020		2025/11	60.00
Total For Check # 329001									60.00
05/22/2025	329002			0000657		882  201020		2025/11	570.00
Total For Check # 329002									570.00
05/22/2025	329003			0000656		882  201020		2025/11	170.00
Total For Check # 329003									170.00
05/22/2025	329004			0000654		882  201020		2025/11	170.00
Total For Check # 329004									170.00
Total For Fund 882									11,061.53
Number of Invoices For Fund 882									7



City of Broken Arrow  
Check Register by Fund



Fund 888

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
05/15/2025	328878	3768	CREEK 51 BUSINESS PARK LLC	2577030140	AD VALAREN TAXES 05/01/2025	8881700  550720		2025/11	829.50
Total For Check # 328878									829.50
Total For Fund 888									829.50
Number of Invoices For Fund 888									1
Total For ALL Checks									8,286,741.59
Total Number of Invoices									3,418





# City of Broken Arrow

## Request for Action

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**File #: 25-760, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Conduct a public hearing for the Proposed 2025-2026 Fiscal Year Budget

**Background:**

The Municipal Budget Act of 1979 requires the city to conduct a Public Hearing to provide the public the opportunity to review and comment on the City's proposed annual budget. In compliance with this Act, this hearing is held for the purpose of receiving the public's comments on the proposed City of Broken Arrow's 2025-2026 Fiscal Year Budget. The notice of this Public Hearing was published May 27, 2025, in the Tulsa World. Copies of the proposed 2025-2026 Fiscal Year Budget have been available for review at City Hall and on the City's website.

**Cost:** \$0

**Funding Source:** N/A

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

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

**Attachments:** Fiscal Year 2025-2026 Proposed Budget and publication

**Recommendation:**

Conduct the Public Hearing for the Proposed 2025-2026 Fiscal Year Budget.



**NOTICE OF PUBLIC HEARING  
CITY OF BROKEN ARROW**

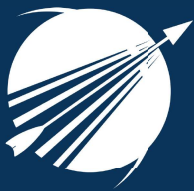
A public hearing concerning the proposed 2025-2026 City of Broken Arrow Annual Budget will be held on Monday, June 2, 2025 at 6:30 p.m. in the CITY COUNCIL CHAMBERS, 220 S 1st Street Broken Arrow, Oklahoma for the purpose of receiving written and hearing oral comments from the public concerning the proposed budget for 2025-2026 summarized below.

**CITY OF BROKEN ARROW PROPOSED BUDGET SUMMARY  
FISCAL YEAR 2025-2026**

ESTIMATED REVENUES																						
Fund	BEGINNING FUND BALANCE	OTHER FINANCING SOURCES	TAXES	LICENSES & PERMITS	INTER- GOVERNMENTAL	CHARGES FOR SERVICES	FINES & FORFEITURES	INTEREST	MISCELLANEOUS	TOTAL	Fund	BEGINNING FUND BALANCE	OTHER FINANCING SOURCES	TAXES	LICENSES & PERMITS	INTER- GOVERNMENTAL	CHARGES FOR SERVICES	FINES & FORFEITURES	INTEREST	MISCELLANEOUS	TOTAL	
General Fund	\$ 32,130,152	\$ 22,889,985	\$ 73,065,540	\$ 2,540,000	-	\$ 875,000	\$ 19,126,538	\$ 1,650,000	\$ 500,000	\$ 153,662,215	General Fund	\$ 32,130,152	\$ 22,889,985	\$ 73,065,540	\$ 2,540,000	-	\$ 875,000	\$ 19,126,538	\$ 1,650,000	\$ 500,000	\$ 153,662,215	
Broken Arrow Municipal Authority Fund	\$ 22,382,515	\$ 74,197,349	-	-	-	-	\$ 79,402,508	\$ 1,100,000	\$ 30,000	\$ 177,237,372	Broken Arrow Municipal Authority Fund	\$ 22,382,515	\$ 74,197,349	-	-	-	-	\$ 79,402,508	\$ 1,100,000	\$ 30,000	\$ 177,237,372	
Excess Sewer Capacity Fund	\$ 2,149,130	-	-	-	-	-	\$ 75,000	-	\$ 7,500	\$ 2,281,630	Excess Sewer Capacity Fund	\$ 2,149,130	-	-	-	-	-	\$ 75,000	-	\$ 7,500	\$ 2,281,630	
Stormwater Management Capital Fund	\$ 990,598	-	-	-	-	-	-	-	-	\$ 990,598	Stormwater Management Capital Fund	\$ 990,598	-	-	-	-	-	-	-	-	-	\$ 990,598
Convention & Visitors Bureau Fund	\$ 1,813,576	-	\$ 850,000	-	-	-	-	-	\$ 6,500	\$ 2,670,076	Convention & Visitors Bureau Fund	\$ 1,813,576	-	\$ 850,000	-	-	-	-	-	\$ 6,500	-	\$ 2,670,076
Vehicle Replacement Fund	\$ 937,500	\$ 2,187,500	-	-	-	-	-	-	-	\$ 3,125,000	Vehicle Replacement Fund	\$ 937,500	\$ 2,187,500	-	-	-	-	-	-	-	-	\$ 3,125,000
Sales Tax Capital Improvement Fund	\$ 18,939,402	-	\$ 10,883,112	-	-	-	-	-	\$ 250,000	\$ 29,822,514	Sales Tax Capital Improvement Fund	\$ 18,939,402	-	\$ 10,883,112	-	-	-	-	-	\$ 250,000	\$ 35,000	\$ 29,822,514
Police Enhancement Fund	\$ 273,379	-	-	-	-	\$ 48,000	-	-	\$ 100	\$ 321,479	Police Enhancement Fund	\$ 273,379	-	-	-	-	\$ 48,000	-	\$ 100	-	\$ 321,479	
Parks and Recreation Capital Improvement Fund	\$ 907,306	-	-	-	-	-	\$ 325,000	-	\$ 700	\$ 1,233,006	Parks and Recreation Capital Improvement Fund	\$ 907,306	-	-	-	-	-	\$ 325,000	-	\$ 700	\$ 1,233,006	
Cemetery Care Fund	\$ 426,875	-	-	-	-	-	\$ 50,000	-	\$ 300	\$ 477,175	Cemetery Care Fund	\$ 426,875	-	-	-	-	-	\$ 50,000	-	\$ 300	\$ 477,175	
Street and Alley Fund	\$ 1,211,301	-	-	-	\$ 1,000,000	-	-	-	-	\$ 2,211,301	Street and Alley Fund	\$ 1,211,301	-	-	-	\$ 1,000,000	-	-	-	-	\$ 2,211,301	
Housing and Urban Development Fund	\$ 266,949	-	-	-	-	-	\$ 902,170	-	-	\$ 1,169,119	Housing and Urban Development Fund	\$ 266,949	-	-	-	-	-	\$ 902,170	-	-	\$ 1,169,119	
E-911 Fund	\$ 2,501,175	-	-	-	-	\$ 1,600,000	-	-	\$ 10,000	\$ 4,101,175	E-911 Fund	\$ 2,501,175	-	-	-	-	-	\$ 1,600,000	-	\$ 10,000	\$ 4,101,175	
Crime Prevention Fund	\$ 250,000	-	-	-	-	-	-	-	-	\$ 250,000	Crime Prevention Fund	\$ 250,000	-	-	-	-	-	-	-	-	-	\$ 250,000
Police Capital Improvement Fund	\$ 239,029	-	-	-	\$ 30,000	-	-	-	-	\$ 269,029	Police Capital Improvement Fund	\$ 239,029	-	-	-	-	-	-	-	-	-	\$ 269,029
Police Enhancement Fund	\$ 97,723	-	-	-	-	\$ 1,950,000	-	-	-	\$ 2,047,723	Police Enhancement Fund	\$ 97,723	-	-	-	-	-	\$ 1,950,000	-	-	-	\$ 2,047,723
Alcohol Enforcement Fund	\$ 1,053,731	-	-	-	-	\$ 5,000	-	\$ 300	-	\$ 1,054,031	Alcohol Enforcement Fund	\$ 1,053,731	-	-	-	-	-	\$ 5,000	-	\$ 300	-	\$ 1,053,731
Street Lighting Fund	\$ 10,287,295	-	\$ 5,176,500	-	-	\$ 1,220,000	-	-	\$ 6,000	\$ 21,683,795	Street Lighting Fund	\$ 10,287,295	-	\$ 5,176,500	-	-	-	\$ 1,220,000	-	\$ 6,000	-	\$ 21,683,795
Street Sales Tax Fund	\$ 14,804	-	-	-	-	-	-	-	-	\$ 14,804	Street Sales Tax Fund	\$ 14,804	-	-	-	-	-	-	-	-	-	\$ 14,804
Police Sales Tax Fund	\$ 29,548,041	\$ 40,919,079	\$ 3,204,936	-	\$ 100,000	-	-	\$ 400,000	\$ 12,500	\$ 74,184,555	Police Sales Tax Fund	\$ 29,548,041	\$ 40,919,079	\$ 3,204,936	-	\$ 100,000	-	-	\$ 400,000	\$ 12,500	\$ 74,184,555	
Fire Sales Tax Fund	\$ 30,283,118	\$ 3,204,936	-	-	\$ 924,552	-	-	\$ 75,000	\$ 8,000	\$ 49,704,832	Fire Sales Tax Fund	\$ 30,283,118	\$ 3,204,936	-	-	\$ 924,552	-	-	-	\$ 75,000	\$ 8,000	\$ 49,704,832
City Clerk Technology Fee Fund	\$ 14,804	-	-	-	-	-	-	\$ 35,000	-	\$ 49,808	City Clerk Technology Fee Fund	\$ 14,804	-	-	-	-	-	-	-	\$ 35,000	-	\$ 49,808
Cares Act Fund	\$ 325,687	-	-	-	-	-	-	-	-	\$ 325,687	Cares Act Fund	\$ 325,687	-	-	-	-	-	-	-	-	-	\$ 325,687
American Rescue Plan Fund	\$ 2,763,020	-	-	-	-	-	-	-	\$ 500	\$ 2,763,520	American Rescue Plan Fund	\$ 2,763,020	-	-	-	-	-	-	-	\$ 500	-	\$ 2,763,520
Opoloid Settlement Fund	\$ 1,786,514	-	-	-	-	-	-	-	-	\$ 1,786,514	Opoloid Settlement Fund	\$ 1,786,514	-	-	-	-	-	-	-	-	-	\$ 1,786,514
PSO 1% Franchise Econ Development Fund	\$ 1,366,911	-	-	-	-	-	-	\$ 715,000	-	\$ 2,081,911	PSO 1% Franchise Econ Development Fund	\$ 1,366,911	-	-	-	-	-	-	\$ 715,000	-	\$ 2,081,911	
PSO 1% Franchise Infrastructure Fund	\$ 1,388,731	-	-	-	-	-	-	-	-	\$ 1,388,731	PSO 1% Franchise Infrastructure Fund	\$ 1,388,731	-	-	-	-	-	-	-	-	-	\$ 1,388,731
2008 Bond Issue Fund	\$ 32,821	-	-	-	-	-	-	-	-	\$ 32,821	2008 Bond Issue Fund	\$ 32,821	-	-	-	-	-	-	-	-	-	\$ 32,821
2011 Bond Issue Fund	\$ 266,129	-	-	-	-	-	-	\$ 20	-	\$ 266,379	2011 Bond Issue Fund	\$ 266,129	-	-	-	-	-	-	-	\$ 20	-	\$ 266,379
2014 Bond Issue Fund	\$ 5,437,483	-	-	-	-	-	-	\$ 36,500	-	\$ 5,473,983	2014 Bond Issue Fund	\$ 5,437,483	-	-	-	-	-	-	\$ 36,500	-	\$ 5,473,983	
2018 Bond Issue Fund	\$ 10,282,297	\$ 21,000,000	-	-	-	\$ 1,483,000	-	\$ 4,250,000	-	\$ 36,965,297	2018 Bond Issue Fund	\$ 10,282,297	\$ 21,000,000	-	-	-	-	\$ 1,483,000	-	\$ 4,250,000	-	\$ 36,965,297
2020 Bond Issue Fund	\$ 2,186,307	-	-	-	-	-	-	-	-	\$ 2,186,307	2020 Bond Issue Fund	\$ 2,186,307	-	-	-	-	-	-	-	-	-	\$ 2,186,307
Group Health & Life Fund	\$ 2,186,307	-	-	-	-	-	\$ 14,283,066	-	\$ 1,300	\$ 16,469,373	Group Health & Life Fund	\$ 2,186,307	-	-	-	-	-	\$ 14,283,066	-	\$ 1,300	-	\$ 16,469,373
Debt Service Fund	\$ 20,458,349	-	-	-	-	-	-	-	-	\$ 20,458,349	Debt Service Fund	\$ 20,458,349	-	-	-	-	-	-	-	-	-	\$ 20,458,349
Broken Arrow Economic Development Authority Fund	\$ 5,588,715	\$ 11,528,000	-	-	-	-	-	-	\$ 600,000	\$ 17,116,715	Broken Arrow Economic Development Authority Fund	\$ 5,588,715	\$ 11,528,000	-	-	-	-	-	-	\$ 600,000	-	\$ 17,116,715
Creek 53 TIF Fund	\$ 39,282	-	\$ 50,000	-	-	-	-	-	\$ 200,000	\$ 289,282	Creek 53 TIF Fund	\$ 39,282	-	\$ 50,000	-	-	-	-	-	\$ 200,000	-	\$ 289,282
<b>TOTAL</b>	<b>\$ 288,532,677</b>	<b>\$ 203,005,031</b>	<b>\$ 119,191,727</b>	<b>\$ 2,540,000</b>	<b>\$ 4,594,722</b>	<b>\$ 119,644,112</b>	<b>\$ 2,785,000</b>	<b>\$ 7,292,670</b>	<b>\$ 2,970,500</b>	<b>\$ 746,556,437</b>	<b>TOTAL</b>	<b>\$ 288,532,677</b>	<b>\$ 203,005,031</b>	<b>\$ 119,191,727</b>	<b>\$ 2,540,000</b>	<b>\$ 4,594,722</b>	<b>\$ 119,644,112</b>	<b>\$ 2,785,000</b>	<b>\$ 7,292,670</b>	<b>\$ 2,970,500</b>	<b>\$ 746,556,437</b>	

EXPENDITURES																			
Fund	PERSONNEL	OTHER SERVICES AND CHARGES	MATERIALS AND SUPPLIES	CAPITAL OUTLAY	FISCAL AGENT FEES	DEBT SERVICE	OTHER FINANCING USES	ENDING FUND BALANCE	TOTAL	Fund	PERSONNEL	OTHER SERVICES AND CHARGES	MATERIALS AND SUPPLIES	CAPITAL OUTLAY	FISCAL AGENT FEES	DEBT SERVICE	OTHER FINANCING USES	ENDING FUND BALANCE	TOTAL
General Fund	\$ 21,950,569	\$ 8,514,710	\$ 2,013,190	-	-	-	-	\$ 88,499,746	\$ 35,662,215	General Fund	\$ 21,950,569	\$ 8,514,710	\$ 2,013,190	-	-	-	-	\$ 88,499,746	\$ 35,662,215
Broken Arrow Municipal Authority Fund	\$ 28,256,036	\$ 2,855,541	\$ 8,029,125	\$ 58,161,529	-	\$ 13,997,000	-	\$ 24,035,485	\$ 177,237,372	Broken Arrow Municipal Authority Fund	\$ 28,256,036	\$ 2,855,541	\$ 8,029,125	\$ 58,161,529	-	\$ 13,997,000	-	\$ 24,035,485	\$ 177,237,372
Excess Sewer Capacity Fund	-	-	-	\$ 770,933	-	-	-	-	\$ 770,933	Excess Sewer Capacity Fund	-	-	-	\$ 770,933	-	-	-	-	\$ 770,933
Stormwater Management Capital Fund	-	-	-	\$ 342,700	-	-	-	\$ 300,000	\$ 1,661,526	Stormwater Management Capital Fund	-	-	-	\$ 342,700	-	-	-	\$ 300,000	\$ 1,661,526
Convention & Visitors Bureau Fund	-	\$ 325,330	\$ 40,520	-	-	-	-	-	\$ 365,850	Convention & Visitors Bureau Fund	-	\$ 325,330	\$ 40,520	-	-	-	-	-	\$ 365,850
Vehicle Replacement Fund	-	\$ 80,000	-	\$ 2,740,000	-	-	-	-	\$ 2,820,000	Vehicle Replacement Fund	-	\$ 80,000	-	\$ 2,740,000	-	-	-	-	\$ 2,820,000
Sales Tax Capital Improvement Fund	-	-	-	-	-	\$ 950,000	-	-	\$ 950,000	Sales Tax Capital Improvement Fund	-	-	-	-	-	\$ 950,000	-	-	\$ 950,000
Police Enhancement Fund	-	\$ 55,000	\$ 96,000	-	-	-	-	-	\$ 151,000	Police Enhancement Fund	-	\$ 55,000	\$ 96,000	-	-	-	-	-	\$ 151,000
Parks and Recreation Capital Improvement Fund	-	-	-	-	-	-	-	-	\$ 1,299,006	Parks and Recreation Capital Improvement Fund	-	-	-	-	-	-	-	-	\$ 1,299,006
Cemetery Care Fund	-	-	-	\$ 79,676	-	-	-	-	\$ 79,676	Cemetery Care Fund	-	-	-	\$ 79,676	-	-	-	-	\$ 79,676
City Clerk Technology Fee Fund	-	-	-	\$ 20,000	-	-	-	\$ 11,000,000	\$ 11,020,000	City Clerk Technology Fee Fund	-	-	-	\$ 20,000	-	-	-	-	\$ 11,020,000
Housing and Urban Development Fund	-	-	-	\$ 902,170	-	-	-	-	\$ 902,170	Housing and Urban Development Fund	-	-	-	\$ 902,170	-	-	-	-	\$ 902,170
E-911 Fund	-	-	-	\$ 598,566	-	-	-	\$ 1,000,000	\$ 1,598,566	E-911 Fund	-	-	-	\$ 598,566	-	-	-	-	\$ 1,598,566
Crime Prevention Fund	-	\$ 9,000	\$ 20,790	-	-	-	-	-	\$ 30,790	Crime Prevention Fund	-	\$ 9,000	\$ 20,790	-	-	-	-	-	\$ 30,790
Battle Creek Golf Course Fund	-	\$ 1,500,000	\$ 250,000	-	-	-	-	-	\$ 1,750,000	Battle Creek Golf Course Fund	-	\$ 1,500,000	\$ 250,000	-	-	-	-	-	\$ 1,750,000
Alcohol Enforcement Fund	-	\$ 17,000	\$ 25,000	-	-	-	-	-	\$ 42,000	Alcohol Enforcement Fund	-	\$ 17,000	\$ 25,000	-	-	-	-	-	\$ 42,000
Street Lighting Fund	-	\$ 670,000	\$ 175,000	-	-	-	-	-	\$ 845,000	Street Lighting Fund	-	\$ 670,000	\$ 175,000	-	-	-	-	-	\$ 845,000
Street Sales Tax Fund	-	\$ 3,830,100	\$ 2,345,700	\$ 15,130,441	-	-	-	-	\$ 21,306,241	Street Sales Tax Fund	-	\$ 3,830,100	\$ 2,345,700	\$ 15,130,441	-	-	-	-	\$ 21,306,241
Police Sales Tax Fund	-	\$ 30,000	\$ 1,443,350	-	-	-	-	-	\$ 1,473,350	Police Sales Tax Fund	-	\$ 30,000	\$ 1,443,350	-	-	-	-	-	\$ 1,473,350
Police Capital Improvement Fund	-	-	\$ 10,000	-	-	-	-	-	\$ 10,000	Police Capital Improvement Fund	-	-	\$ 10,000	-	-	-	-	-	\$ 10,000
City Clerk Technology Fee Fund	-	-	-	\$ 525,687	-	-	-	-	\$ 525,687	City Clerk Technology Fee Fund	-	-	-	\$ 525,687	-	-	-	-	\$ 525,687
Cares Act Fund	-	-	-	\$ 2,763,520															





BROKEN ARROW

*Where opportunity lives*

# CITY OF BROKEN ARROW

FISCAL YEAR  
2026 ANNUAL BUDGET  
2027 FINANCIAL PLAN





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# SECTION 1





# EXECUTIVE SUMMARY

CITY OF  
**BROKEN ARROW**  
BROKEN ARROW, OKLAHOMA

## FISCAL YEAR 2026



# **FISCAL YEAR 2026 EXECUTIVE SUMMARY**

Every year the annual municipal budget process gives the Council and Administration the opportunity to do several things which include: (1) Review and confirm the priorities of local government; (2) Determine our service levels based on those priorities and sustainable resources available; and (3) Thoroughly plan our program of work and then implement within operations over the fiscal year (FY). As is mentioned in each executive summary, it is critical that our proposed actions build upon past successes and continue to advance our top priorities.

In the end, it's all about maintaining a great quality of life in Broken Arrow. To maintain the high standards that we have set for ourselves, we must have a solid financial foundation that sustains the operations we implement for the community. As mentioned on numerous occasions, it will be the Administration's #1 priority to build a municipal budget that meets the community's expectations and is financially sustainable. This approach includes both the short-term and long-term viability of the organization, and the proposed budget for the next fiscal year does continue to employ a prudent approach to maintaining the great quality of life that currently exists in Broken Arrow. Our focus will always be on vision, mission, and opportunities that will accomplish the plan by maintaining our pledge to our top six organizational priorities which are as follows:

1. Public safety services and the community's well-being.
2. Economic development administration focusing on growth and prosperity.
3. Innovative municipal government operations.
4. Fiscal sustainability and strategic public investments (capital improvement program).
5. Transformational initiatives that help us remain a thriving and healthy community.
6. Transparency and Communications.

The Finance team advises that our budget now has a total of 36 different funds. Included in the FY26 Budget Book is a breakdown on proposed expenditures and fund balances where applicable for each of these funds. The Finance team has done an excellent job of putting together a booklet that provides the governing body with great information on each fund in order to make informed decisions on the proposed budget.



## **MUNICIPAL BUDGET PROCESS**

In full transparency, let me share some details about our annual budget process. It begins with a meeting in early January with the Finance team to discuss the upcoming fiscal year and to establish budget parameters (e.g., revenue projections for the year ending, preliminary revenue projections for the upcoming fiscal year, Council priorities, fund balances, etc.). This year we declared the week of March 10th, Budget Week. With this approach, it gives the Leadership team an overall picture of FY26 with the requests submitted. During the week, we spend many hours reviewing requests from directors on their needs for operations and capital improvements. We focus heavily on needs and how best to fund what is necessary to maintain a great quality of life. Adjustments were made when deemed essential to accomplish the goals and objectives and to focus on the areas on the following page.

- How we can we better serve the community through each respective department.
- Constantly seek opportunities to run the operations more efficiently and effectively.
- How do we manage our resources to ensure that our infrastructure is being maintained while preserving and enhancing our financial position?
- Update on our on-going development plans for employee training AND our succession planning efforts to prepare future organizational leaders and managers.

Once Budget Week was completed, my office works with the Finance team to begin balancing the budget with the resources available and then finalizing the plan for submission to the City Council for review, consideration and ultimately approval.

## **FY26 BUDGET CONSIDERATIONS AND CONCERNS**

Overall, while we have seen a slow-down in sales and use tax receipts, the fiscal health of the city right now is very stable. Our over-arching goal will always be to balance operational needs with maintaining a conservative approach to the use of our available revenues. As stated in previous budget messages, every increase in “on-going” expenses are seriously evaluated since they will have an impact on future budgets. We will end FY25 strong but with a negative net income of \$3,812,919. We used net income and fund balance to fund a transfer to supplement the funding of the public infrastructure to support the amphitheater. Without the transfer, our estimated net income for FY25 would be just over \$1.8 million for the General Fund.

Next, the Administration is pleased to note that our reserves are adequate at this time to temporarily offset any unforeseen situation or circumstances we could face (e.g., natural or man-made disasters, a down-turn in the economy, unanticipated increases in the cost of doing business, etc.). However, our reserves are only temporary relief.



With regard to operating revenues and expenses, we anticipate that they will continue to be sustainable but must be watched closely. We expect the expenses of the public safety departments, to exceed available revenues in the early 2030s. Case in point, for FY 2026, the City must absorb an increase in our contributions to the police pension fund as a result of a Bill passed in 2024. The estimated cost for said increase is approximately \$185,000 for this fiscal year alone. When this happens, we will become overly reliant on fund reserves. We need to continually monitor this inevitability until additional revenue sources can be identified and implemented. This is why we need to continue to look for new sources of revenue and lobby the state legislature for implementing a different municipal tax model to create more sustainable revenue sources. Honestly, this continues to be one of my main concerns for the long-term sustainability of the municipal budget.

Let me also mention that nearly everything continues to cost more. Inflation, supply-chain issues, and availability of supplies and materials is a huge challenge right now. This is why directors, finance officials, and city administration are continually scrutinizing the approved budget throughout the year to ensure our expenses are staying on-track with anticipated revenues.

Next, our bond rating remains unchanged which continues to demonstrate that Broken Arrow is a great investment. This is good news as it helps ensure that we get the best rates when we issue bonds. I am pleased to report that our expenditures through April 2025 are coming in below what we originally projected. This is largely due to our conservative approach and ability to prepare for the unknown.

Regarding our revenues, the Manual of Fees has slight increases proposed for certain user-related services, especially in our utilities. The rate model calls for small increases for services provided to cover the cost of operations, capital improvement investments, and debt-service for monies borrowed from the Oklahoma Water Resources Board. We are concerned about customers understanding the cost of operations and the rate we charge our customers for services. Personnel and department operational expenses (wages/benefits, utilities, gas, and even pens, pencils, and paper, etc.) are all higher than in the past and there doesn't seem to be any relief in sight. We will definitely be implementing a comprehensive education campaign on the cost of business and the services we provide.

Finally, as mentioned in all previous budget messages, Oklahoma is one of the last states in America that uses sales tax as the primary revenue source to fund General Fund operational expenses. It is enormously challenging to precisely estimate revenues in such an unpredictable system. Because our state continues to use this antiquated business model, we spend an excessive amount of time chasing sales tax type businesses to give our citizens more opportunities to shop local, therefore maintaining and growing our tax base.



## **FINANCIAL SUMMARY - PROPOSED FY 2026 MUNICIPAL BUDGET**

The proposed FY26 Municipal Budget includes planned expenditures of \$455,957,612 a decrease of \$16,240,626 or 3.44% over FY25 originally budgeted expenditures of \$472,198,240. The primary reasons for the decrease from last year's approved budget is the anticipated bond sale for this FY is less than last year's sale, and many projects were completed this year. There are multiple capital projects that are in one phase or another of construction. The breakdown of the FY26 proposal are as follows:

- Operational Expenses: \$181,303,023 increase of \$15,858,336 or 9.58%
- Capital Outlay: \$232,561,333 decrease of \$34,599,470 or 12.95%
- Debt Service: \$42,093,256 increase of \$2,500,456 or 6.31%

### **GENERAL FUND**

The total proposed budget for our General Fund, which includes expenditures, transfers out, and budgeted ending Reserve and Unreserved Fund balances is \$153,662,215. Proposed expenditures, including transfers:

- \$120,978,215, an increase of \$5,217,309 or 4.5% over the FY25 budget. The budget proposal shows a net income of \$553,848.
- Fund balance at the end of FY26 (June 30, 2026) is estimated to include \$20,755,574 in restricted fund balance (to meet our reserve policy and compensated absences) and \$11,928,426 unrestricted for a total of \$32,684,000 in fund balance.

### **PUBLIC SAFETY FUNDS**

By ordinance (approved in 2015) we are required to ensure each department receives a dedicated portion (Police 36.7% and Fire 30.7%) of all available General Fund current operating revenues. Based on current total expenses for the police and fire departments, public safety consumes all operational sales tax we have available along with 25.2% of all other General Fund revenues available (e.g., franchise fees, permit fees, court, revenue, etc.) for all operations. This fact means that all other General Fund departments (e.g., Parks, Community Development, Economic Development, General Administration, etc.) must operate with the remaining 74.8% of General Fund revenue.

As noted in previous budget messages, because of the ever-increasing costs of collective bargaining and maintaining a high-level of service the community has come to expect, we must find an additional dedicated funding source for public safety. The following is the current status of the police and fire sales tax funds respectively:



## **POLICE SALES TAX FUND**

I am pleased to report to Council that our Police Sales Tax Fund maintains a healthy fund balance. The anticipated fund balance ending June 30, 2025, is at \$29.5 million which is significantly higher than projected for FY25. This is a result of a conservative approach to revenue projections and approved expenditures. The Finance Department anticipates revenues for FY26 are approximately \$44,636,514 and expenses of \$40,355,899 leaving a fund balance projection of just over \$33.8 million as of June 30, 2026. Please note we are currently in collective bargaining negotiations with Fraternal Order of Police Lodge #121. The results of the negotiations could change what has been included for FY26 expenditures which will change the ending fund balance. 42% of the requested Police capital is reflected in their fund with the other remaining in the Sales Tax Capital Improvement Fund (STCI) or in the Vehicle Replacement Fund - total capital for FY26 is \$3,684,700. which includes 21 fully equipped police vehicles that will replace older high mileage patrol cars, and other miscellaneous projects.

## **FIRE SALES TAX FUND**

The estimated fund balance ending June 30, 2025, is \$15,209,226. Anticipated revenues for FY26 are \$34,495,606 with expenses of \$32,558,002 leaving a fund balance in excess of \$17 million. Currently the city is in negotiations with International Association of Firefighters Local #2551 which could change the anticipated expenditures and affect the ending fund balance. All capital, except the money that is a pass-through with Wagoner County comes out of STCI Fund or the Vehicle Replacement Fund. FY26 total capital is \$2,745,000 which includes: Training Center HVAC, remount two ambulances, cardiac monitor replacement, annual replacement of bunker gear, replacement of a staff vehicle and various miscellaneous equipment.

## **PERSONNEL**

The most important resources we have are our employees. They continue to be the most critical piece of the organization's success in serving our citizens and businesses. Currently, we have a total of 1,008 authorized positions. (Full-time 897, Part-time 13, and Seasonal 97). Of these 1,007 positions, 719 are in the Governmental Funds including Police and Fire Departments. A detailed analysis reveals that our personnel expenses make up 68% of the General Fund, 80.8% of Police Sales Tax Fund and 89.78% of the Fire Sales Tax Fund. Providing all the essential services necessary for the community to thrive is an extremely important responsibility, and we couldn't accomplish this without the hard work and dedication of so many.

A cost-of-living adjustment has been included in the proposed budgets for all non-bargaining unit employees. Additionally, all non-public safety employees who meet their performance goals, are eligible to receive a merit increase within their salary ranges. Regarding the FOP Lodge #170 and IAFF Local #2551, negotiations are on-going for new agreements.



Each year, my office receives a multitude of requests for additional positions. These requests are evaluated very closely and then prioritized. My last step is to determine funds available to add any new positions. To ensure we meet the expectations the community has for our organization, as part of next year’s spending plan, my budget proposal includes adding 12 new positions in the various funds. The new positions proposed include:

**NEW POSITIONS FOR FY26**

**General Fund**

Information Technology:	Communication Technician
Parks and Recreation:	Irrigation Crew Leader

**Broken Arrow Municipal Authority**

Streets and Stormwater:	Crew Chief Operator Service Workers (2)
Utilities:	Service Workers (2) Water Quality Tech Crew Supervisor
Engineering:	Project Engineer

**Public Safety**

Fire:	Warehouse and Medical Supply Technician
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**POLICE DEPARTMENT**

The current authorized force is 156. A Needs Assessment was completed last year to help determine the strengths and operational opportunities needed in the future. The challenge will be identifying the sustainable funding needed to implement the findings of the study. Regarding uniformed police officers, there is no doubt in my mind that in the coming years we will need to increase the number of employees we have in the police department in both the officer and support staff. Currently we have been over-hiring officers to ensure we account for anticipated retirements. By continuing to do this we will hopefully be able to remain at full strength.

City administration is currently working with leadership from Broken Arrow Public Schools to restore the School Resource Officer program (SROs) back into the school system. The SROs serve as liaisons to community services that support the well-being of youth and their families. SROs help educate students on crime prevention, safety measures (e.g., school shooter drills), drug awareness, conflict resolution strategies, and insights into the legal system and law enforcement operations.



## **FIRE DEPARTMENT**

For Fire personnel, last year Council approved, the Fire Chief to over-hire the current authorized strength by 12 firefighters/paramedics to help with day-to-day operations. I'll share more about these 12 positions in the Public Safety Services section. This resulted in four additional personnel on each shift or 57 employees per shift. The recommended personnel will give us some additional capacity to avoid falling below the agreed upon minimum staffing number of 40, which triggers the need for call-back overtime. The justification is there to continue the over-hiring plan.

## **FY26 WORK PLAN PRIORITIES**

Maintaining a great quality of life in Broken Arrow is our focus. We do this by staying locked in on our six most important responsibilities. The executive summary highlights some examples of the Work Plan for FY 2026.

## **PUBLIC SAFETY SERVICES**

### **Police Department**

Our new Chief of Police, Lance Arnold, started work in early January 2025. Chief Arnold continues his orientation into the department and community. He is currently working on an update to the department's strategic plan or vision. I am excited to learn the outcomes from this process. I'd like to highlight two areas:

First, a major part of the Chief's orientation is reviewing and implementing the results of the Matrix Consulting Group's Comprehensive Needs Assessment completed for our Police Department. The results of the study were presented to the City Council in October 2024. This study was commissioned to provide an independent and objective assessment of the Police Department's staffing and organizational needs based on the work that staff was currently handling in each functional area as well as alternatives to existing practices. Importantly, the study was to include a review of current staffing, complaint handling, policies, management systems and training.

Secondly, implementation of our Real Time Information Center (RTIC) initiative. The RTIC can be defined as a diversified approach to proactive policing using technology. I will be asking Chief Arnold to provide a more detailed update to the City Council and community this fall. Technology has advanced to the point at which a RTIC is a force multiplier. Future enhancements will include the ability for businesses, schools, and private entities to share video footage of public spaces if the need should arise for police involvement. The most notable scenario would be that of an active shooter. The school district, hospitals, or other entity would be able to share live footage to enable officers to quickly respond to the exact location and end the situation.



## **Fire Department**

There are some exciting things in store for the Broken Arrow Fire Department (BAFD) in Fiscal Year 2026. The department has already begun another hiring process to maintain the 12 additional firefighters previously hired under the Staffing for Adequate Fire and Emergency Response (SAFER) grant awarded in January 2025. As a reminder, the federal SAFER grant is reimbursing the city for the salaries and benefits of 12 firefighters for three years provided Broken Arrow maintains a staffing level of approximately 187.

These additional firefighters will allow the city to offer more emergency response services to our citizens by operating additional ambulances (Squads 8, 9, and 10), as needed, during peak hours. The extra staffing will also reduce firefighter fatigue and nearly eliminate the need for mandatory overtime. Finally, the department will be able to allow more firefighters to attend internal and external training programs.

This fiscal year, we will move forward with Fire Station 8, which was funded by the 2018 GO BOND. The station will be co-located with the Fire and Police Training Center in the northeast portion of the city. This location was specifically selected to provide a significant reduction in Fire Department response times to those nearby citizens.

Because approximately 80% of the Fire Department responses are related to emergency medical calls, the city's focus on providing a highly reliable and effective ambulance fleet remains paramount. Annually the Fire Department has numerous capital items that are replaced on a rotating schedule to ensure the highly technical equipment is dependable and ready at a moment's notice. This year the Fire Department will remount ambulances, computers, radios, cardiac monitors, and numerous other apparatus and equipment to ensure that our public safety professionals continue to have the tools and training they need to serve our community.

The Fire Department is continuing to prepare for the future. Again, this year, BAFD will continue a partnership with Family and Children Services to address a growing number of mental wellness and substance abuse issues throughout the community. BAFD is also working with Venu (formerly Notes Live) to ensure the new amphitheater is a safe environment for all citizens to enjoy.

Finally, the Fire Department is most excited about the quality-of-life improvements that are being considered in the 2026 GO BOND issue. Whether it is public safety, parks, streets, or another initiative, next year Broken Arrow has the opportunity to define who and what we're going to be for generations to come.



## **ECONOMIC DEVELOPMENT ADMINISTRATION**

We continue to experience growth and prosperity in all parts of our community. Our number #1 priority is to maintain an environment that promotes private investment.

Currently we have multiple retail/commercial projects coming on-line that total well over 600,000 square feet of space. The Innovation District (Arrow Forge) is taking shape. And working with our partner at the Economic Development Corporation (EDC), our focus will be the retention of existing jobs and creation of new jobs, additional opportunities to shop local, and quality housing developments. On the following pages updates on several of the exciting initiatives we have going on right now.

### **Innovation District – Arrow Forge**

It's exciting that Arrow Forge is moving forward now with the basic infrastructure improvements (e.g., water/sewer, roads and stormwater, etc.) currently under construction and slated for completion in the fall of 2025. We anticipate announcing the first business for Arrow Forge this summer. The EDC will continue to focus on recruiting companies in the important industries of advanced manufacturing and aerospace.

### **Rose District**

It was exciting that we acquired the Grain Tower last year. The Council has authorized an expansion plan for the Rose District Plaza, and it is anticipated the funds needed for the project will be included in the 2026 Bond Package. This investment, if approved by voters, will expand our current place-making space, provide additional opportunities for the Farmer's Market, and meet the Council's goal of maintaining a small-town feel in our award-winning downtown.

The private sector continues to believe this area is still a great investment. Downtown continues to see new commercial, retail, restaurant, and housing developments happen. While there will always be some level of transition, there is a tremendous amount of stability in the downtown area. Let me also mention that in FY26 we will mill and overlay Main Street from Houston to Washington streets and in FY27 we will perform street maintenance work from Houston Street north.

As a part of this year's work plan, I am recommending the Council approve an initiative to update the Downtown Master Plan starting in early 2026. The formation of a committee made up of citizens and businesses will give the City the chance to review our successes, identify new opportunities for continued investment and reinvestment, and identify challenges to be overcome. Finally, we are starting to see a great deal of interest in the south part of Main Street. A review of this area should be included in the initiative.



## **New Orleans Square**

We continue to see investment and reinvestments at New Orleans Square (NOS). The current business occupancy rate is in the high 90s. NOS is the home of our annual Block Party - 4th of July celebration - and continues to be a big draw. And finally, earlier this year, Council agreed to re-establish the Citizens Advisory Committee to continue the conversation on future development of NOS.

## **Aspen Ridge and Surrounding Area**

The new Reasor's opened last summer and is performing very well. The developer is currently working on building the remaining 200,000 square feet in the economic development agreement and finalizing a plan for the apartments. This year the City sold 14 acres on the west side of Aspen Avenue and selected a developer that will bring additional commercial and retail development to the property. We should start to see construction by the end of 2025.

## **Adams Creek Town Center**

A couple of years ago, the City approved a sales tax only Tax Increment Finance District (TIF) to help with the necessary infrastructure investments. When this project along County Line Road is completed, this will be a \$50-plus million commercial/retail project east of the existing Lowe's home improvement store. Due to some unforeseen obstacles, the developer had to push back plans to break ground until 2025. We anticipate for construction to start before the end of 2025.

## **The Shops at Aspen Creek**

Last year, the City acquired three of the four remaining parcels in the development. Currently, the Administration is negotiating an economic development agreement to bring a large retail/commercial project to phase one of the four remaining phases. The partnership will bring national companies to the area and provide the community more opportunities to shop local.

## **Project Sunset – Amphitheater Partnership with VENU (formerly Notes Live)**

The infrastructure work continues for this project. It is anticipated that all basic infrastructure work the City is required to complete per the agreement will be finished in September of this year. We will still need to complete the new road east of Rosewood Elementary School as soon as we have received permission from the railroad and secure the remaining right-of-way (ROW).

Venu provided an update on their side of the project earlier this month announcing that concerts are expected to begin in 2026. This is not only exciting for the city, but also NSU-BA. As mentioned last year, once opened, the new venue will economically transform the southeast side of our community and become an entertainment draw for the entire city and region.



## **Tourism**

The tourism department, known as Visit Broken Arrow, has had an exciting year marked by several major initiatives. A highlight was the launch of a \$100,000 film incentive program—the second largest municipal incentive in Oklahoma. The team also overhauled the Visit Broken Arrow website, adding interactive maps and detailed information on local venues and attractions to better serve visitors. A playful new mascot, Bullseye, made his debut with a 20-foot advertisement at the Tulsa International Airport and will continue to represent the city's family-friendly charm. Additionally, the team has been developing a new three-year Strategic Plan, with consultant recommendations expected soon. There's more on the horizon for Broken Arrow tourism as our city continues to have a reputation of being a safe and family-friendly place to visit!

## **Economic Development Corporation**

I also feel that it is important to share some highlights from our Economic Development Corporation (EDC). We're excited about the momentum heading into FY26. At the forefront is Arrow Forge, where we anticipate we will be announcing the anchor tenant this summer. Additionally, we are ramping up targeted marketing and recruitment efforts to attract companies in aerospace, advanced manufacturing, and research and development. Our goal is to position Arrow Forge as a regional center for innovation and a destination for forward-thinking businesses who want to access world class talent and ongoing workforce development.

As part of our ongoing Business Retention and Expansion (BRE) efforts, we're actively engaging with local employers—particularly those experiencing significant growth. Notable recent examples include Zeeco's announcement of a 200,000-square-foot expansion and Solar Turbines' addition of 22,000 square feet of manufacturing space at their Broken Arrow facility. Solar Turbines has also committed to adding 150 new jobs over the next three years, underscoring their confidence in our local business climate. Our team continues to work closely with these and other companies to ensure they have the resources and support needed to sustain and grow their operations in Broken Arrow.

We're also expanding our entrepreneurship programming to offer more robust support for local startups and small businesses. This includes access to capital, mentorship, and technical assistance to help foster a strong pipeline of homegrown businesses. Additionally, we are in the process of launching 1 Million Cups chapter in Broken Arrow. We are also reviewing cohort style programming for new entrepreneurs or existing small businesses and expect to announce that programming this year.

Finally, workforce development remains a top priority. We're deepening collaboration with education partners, industry, and workforce agencies to align talent pipelines with employer needs— especially in skilled trades, engineering, and healthcare driven roles. These efforts are critical to supporting both existing employers and the new talent demands we anticipate through recruitment and expansion.



# INNOVATIVE MUNICIPAL GOVERNMENT OPERATIONS

## New Municipal Services Building (City Hall)

Last year, the Council approved the creation of a Citizens' Advisory Committee to review options to renovate and expand the current facility or build a new one. We need a new facility that represents and meets the needs of a community the size of Broken Arrow. The Committee has completed its work, and a recommendation will be submitted this summer. Once Council has selected an option, the programming and design phase will begin. The overall goal continues to be for the new facility to be out to public bid in the late summer of 2026.

## Citizen Survey

Last year, we surveyed the community asking for feedback on the community's direction and their thoughts on the possible projects for the 2026 Bond Package. Regarding the portion of the survey on "how we're doing" as an organization, the results revealed that overall, the community believes we are very transparent and supports the current direction of the city. Each department director has reviewed the findings in their respective areas, and they are working on even better ways to serve our citizens.

## Public Transportation - Micro-Transit Pilot Program

The Broken Arrow Transit (BAT) launched a pilot program last year. We also saw the completion of Phase 1. The results of the pilot were astounding; especially compared to the ridership of the former bus transit. Phase 2 will be completed this summer with the results presented to the Council. It is anticipated that the final phase will be implemented later this summer.





## Information Technology

IT Communications: FY26 investments - Bucket truck, additional technician

1. Currently maintains facilities badge access hardware, optic fiber, city cameras, and the state's second-largest radio network supporting Broken Arrow Police, Dispatch, and Fire.
2. FY26 budget will allow servicing of new technology at street intersections, Rose District, New Orleans Square, and community events in addition to having the means to support the new technologies for the Real Time Information Center, future Traffic Operations Center, and Tourism and Economic Development.

GIS Division: FY26 investments - data gathering technology, data portal licensing

1. Currently, we have developed citizen-facing applications for Solid Waste and Recycling and created a data portal for Tourism and Economic Development.
2. FY26 budget will allow continued innovation and support departments with new data technologies and provide more data reporting and support for public community events.

## FISCAL SUSTAINABILITY AND PUBLIC INVESTMENTS

In addition to day-to-day operations, some of the most significant areas of focus include communications and transparency, economic development administration, public safety, and public infrastructure. The proposed work plan continues the implementation of the priorities we have been discussing over the last couple of years. The following are some of the exciting highlights planned for the upcoming Fiscal Year.

### City Financial Policies

The City Council has established budgetary policies that provide direction for the City Administration to follow as the budget is prepared and administered throughout the fiscal year. Resolution No. 1225 requires a 15% fund balance for the General Fund, and Resolution No. 944 requires 90 days for the BAMA emergency reserves. Going into FY26, we are fortunate to exceed both resolutions. Maintaining these balances helps in many ways, the main two being: (1) Funds for unforeseen circumstances that happen after the budget is adopted; and (2) Bond ratings for the issuance of debt for projects and initiatives.



## **Street Maintenance Program**

The City has been collecting the repurposed Vision 2025 funds for street and road maintenance work since early 2017. It is estimated that the tax will generate almost \$5.2 million in FY26. Each Fiscal Year our Streets and Stormwater Department develops and implements a detailed work plan for use of the funds. As recommended by staff, Section 5 details the proposed use of funds for street maintenance and repairs for FY26. At the budget workshop, Streets Director Tim Wilson will provide the annual report on the proposed use of funds for FY26. The final element of our street maintenance plan is the use of funds from Proposition 1 of the 2018 GO Bond package.

## **Proposed 2025 General Obligation Bond Sale**

As a reminder, in the 2018 voter-approved Bond Package, there are 55 “named” projects and another 33 “unnamed” projects totaling \$210,525,000. Annually, the City sells a specific amount of this overall total. This amount changes from year to year based upon how much capacity is available for the City not to increase our property tax rate.

The sale for this year is anticipated to be \$17 million. This will be the eighth sale of the 2018 GO Bond Program. We will not know the exact amount until after we receive the current year net assessed valuation for the City, our latest community assessed value. As of now, the City has sold \$174.75 million worth of projects and the proposed sale for this year will bring the total to \$191.75 million over the eight years. A detailed list of the projects that will be sold is provided in Section 6 of the budget document for Council’s consideration. We will discuss these projects during the budget review process and finalize the actual list of projects and set them for sale. Please note that the Year #8 package Council approves could be sold sometime between July and October of this year.

## **Sales Tax Capital Improvement Program**

Our Sales Tax Capital Improvement (STCI) Fund was established in 1970 and is 0.5% of the total municipal sales tax rate. The fund pays for a variety of pay-as-you-go type public improvements for our departments including vehicles and equipment, technology, building improvements, road maintenance and park improvements. A substantial fund balance is maintained to ensure funding is available for emergency capital expenditures. Revenue for FY26 is estimated at \$10,683,112. Total capital projects including rollovers is \$22,577,914 and \$950,000 for debt service. A complete listing of proposed expenditures is in the STCI section, Tab 4, page 11 of the budget book.



## **TRANSFORMATIONAL INITIATIVES**

### **2026 General Obligation Bond (GOB) Package**

April 7, 2026, will be here before you know it! The City is a year into a 2-year initiative for its next bond package for community consideration. The package will include multiple propositions for important projects and initiatives such as roads, street maintenance, public safety, stormwater, parks and recreation opportunities, city facilities, and economic development infrastructure. All of FY25 has been spent securing input from the community and developing estimates for proposed projects. In FY26 the following action steps will be completed: meetings with City Council on potential projects; public forums in the late summer for final community input; Council selection of projects for the package and calling for the special election; and public education on the initiative priorities of the community.

### **Initiative to Transition NSU-BA to a Traditional Four-Year University**

Securing the necessary approvals for Northeastern State University Campus - Broken Arrow (NSU-BA) to operate as a four-year university that offers full bachelors and graduate degree programs to better serve the students, businesses, and citizens of Broken Arrow is a major public-policy initiative. The focus needs to be helping the Regional University Systems of Oklahoma (RUSO) Board of Regents to clear any obstacles or hurdles and find a path forward to present to the State Board of Regents a recommendation to make NSU-BA a four-year university. Currently, legislation is being considered that could afford NSU to work with the State Board of Regents to secure this approval. The City should continue its efforts to work closely with NSU President Rodney Hanley and his team on this initiative.

## **TRANSPARENCY AND COMMUNICATIONS**

Transparency is a non-negotiable priority that guides our municipal organization's responsibility to serve citizens, business owners, and visitors of our great city. Being open in our communications about daily operations, capital improvement projects to enhance public infrastructure, incoming economic development opportunities to expand growth and prosperity, and prudent financial stewardship are critical components to building a solid foundation with the members of our community. It's expected and it shows.

The responses to the comprehensive Citizen Survey reflected a higher percentage of positive remarks when compared to the national benchmark for 1) Being open and transparent to the public, 2) Informing residents about issues facing the community and, 3) The overall direction that Broken Arrow is taking. The citizens of BA have spoken and said our efforts create an environment of an informed and engaged community that nurtures collaboration to build a better Broken Arrow. We've set this standard to meet our citizens' needs, and it will be neither compromised nor diminished.



During Fiscal Year 2026, we will continue to solicit our citizens' feedback through targeted micro-surveys to learn what is important to them as we plan for the next General Obligation Bond in 2026 to fund future capital improvements with streets, pedestrian connectivity, public safety, parks and recreation, and more. We will provide more engagement opportunities through quarterly meet and greets with Councilors and city staff, meetings with Homeowners Associations, gatherings with civic groups, and public forums to discuss the 2026 GO Bond. Citizens can expect more frequent project updates on the progress we promised through the voters' approval of the 2018 GO Bond. And, as the calendar year turns to 2026, we are looking forward to our education campaign about the upcoming Bond and its proposed projects, so residents have a clear understanding of why their vote is so important to Build Our Future in BA.

## **BROKEN ARROW MUNICIPAL AUTHORITY (BAMA)**

BAMA consists of the following departments:

- City Manager - Operations
- Finance - Revenue
- General Services - Operations, Building Maintenance, Fleet and Logistics
- Solid Waste & Recycling
- Engineering and Construction
- Streets and Stormwater
- Utilities

## **Revenues and Expenditures**

Based on historical usage, we anticipate that the total available revenues from all sources, including fund balance, for BAMA for FY26 is \$177,237,372 million. Total proposed expenditures, including transfers over to the General Fund include just over \$154,541,678 million which will leave over \$22.6 million for emergency reserves which meets our target of 90 days of operating expenditures.

## **BAMA Capital Considerations**

The Broken Arrow Municipal Authority will fund approximately \$8.5 million in capital from water and sewer rates. A detailed list is available starting in Tab 3, page 41. Construction projects are funded through the Oklahoma Water Resources Board and a list of future projects can be found in Section 6.



## **BAMA Personnel**

Currently there are 288 employees (full-time 285, part-time 3) in BAMA. These individuals are funded from the revenues received from utility services we provide. In terms of a wage adjustment, I am recommending as in past years we mirror what is approved for the General Fund employees. As part of next year's spending plan, my budget proposal includes adding nine (9) positions. The proposed positions are noted as follow:

### **Streets and Storm Water**

Crew Chief  
Operator  
Service Workers (2)

### **Utilities**

Crew Supervisor  
Service Workers (2)  
Water Quality Technician

### **Engineering**

Project Engineer

## **BAMA WORK PLAN HIGHLIGHTS**

We will continue to work on the water and wastewater infrastructure as depicted in our five-year capital improvements plan. Let me point out that funds from the Oklahoma Water Resources Board (OWRB) are extremely important in helping fund many of our major capital improvement projects. A few of the projects that will be completed and/or started in FY26 include the following:

### **New Orleans and 9th Street Water Tower**

Several years ago, the Authority approved a plan to construct a new elevated water storage tower in the southern portion of the city. The tower must be located strategically based upon ground elevation. A site near New Orleans Street (101<sup>st</sup> Street) and 9th Street (Lynn Lane) intersection was selected. The Authority purchased approximately 12 acres on the northeast corner of the intersection and the design commenced. The project includes the completion of the 24-inch water line on the south loop and a new 2.5-million-gallon composite water tower. The project is currently under construction and is anticipated to be completed by May 2026. The total cost of the project is approximately \$11 million.



## **Downtown Water Main Improvements**

The downtown area is the oldest portion of the city's water distribution system. Some lines date back to our earliest infrastructure system days around the beginning of the 20th century. Over the years, many of these water mains have deteriorated and corroded. Today, they need to be replaced. The city has been replacing many of these lines ahead of or during constructed improvements to our streets network, as well as replacing many line sections at a time. This fiscal year, our team has several downtown sections scheduled to replace as we continue to see more and more development in the downtown area.

## **Wagoner County Trunk Sewer Line Replacement**

The Wagoner County Trunk Sewer line runs from Washington Street and 51st Street (Evans Road) intersection just east of Highway 51 cross-country to the County Line Trunk Sewer line near New Orleans Street and 23rd Street (County Line). It was constructed in the early to middle 1980s to collect and convey raw sewage from the eastern portions of the city to the Lynn Lane Wastewater Treatment Plant. The system is near the end of its useful life. We are experiencing several cave-ins along the line where the top of the pipe is collapsing. We have made several spot repairs over the past years and are now ready to replace a significant portion of this gravity sewer. The project was successfully bid, awarded and is currently underway with the project expected to be completed by January 2026. A good portion of this construction activity will occur in the Events Park and coincide with the work for the amphitheater. The total construction cost of this project awarded is approximately \$3.5 million.

## **Water Supply System Interconnections**

As Broken Arrow continues to grow, specifically in the southern and eastern portions of the community, strategic water system interconnections with both the City of Bixby or the City of Tulsa and Wagoner County Rural Water District No. 4 are crucial to provide supplemental water resources. Interconnections between these water providers grant options should any one of the four (4) systems experience a significant disruption in critical water services. Currently, BAMA has two (2) supplemental connections with the City of Tulsa. Additional supplemental connections with other entities create a more robust system for our customers. BAMA has identified a couple of critical locations that benefit both our system and the adjacent neighboring systems if we can install a two-way feed connection. Wagoner County Rural Water District No. 4 continues to experience significant growth both in Broken Arrow and immediately adjacent to our city limits. Over the course of the past couple of years, they have required additional water supply from us in order to meet their peak summertime demand. In addition, there have been a couple of occasions where their plant has experienced significant operational issues, and the City of Broken Arrow has had to provide substantial amounts of water to their customers. Currently, BAMA has constructed one (1) new interconnection with their system near the site of the new amphitheater to assist in critical flow demands, including fire suppression needs.



A few of the more critical interconnections are designed and the city is ready to commence with construction. Agreements between the individual entities still require completion and execution, but the construction is scheduled to commence this fiscal year. The total cost of construction is approximated at \$1 million. Cost sharing will apply in this situation.

Likewise, BAMA is scheduled to meet with the City of Bixby soon in hopes of finalizing a secondary supplemental two-way feed interconnection with them along Mingo Road. This is a strategic connection that could provide either entity additional flow during peak periods or short-term outages. The expected construction cost is approximately \$750,000. Cost sharing will apply in this situation. If the City of Bixby is unable to partner on this endeavor, then BAMA will work with the City of Tulsa for a connection in this same general location. If we have to connect to the Tulsa system, it will be a single-feed system and cost bore solely by BAMA. Construction cost would be on the order of \$500,000.

### **Sewer Collections System Improvements Along SH-51**

The commercial development area between the Broken Arrow Expressway and the Creek Turnpike along State Highway 51 has seen a significant increase in the past few years. With the recent expansion of Blue Bell along with their forecasted production increase, it became apparent that a regional sewer improvements project was needed to be able to handle these flows as well to support the additional business investment in the area. The project will include upsizing existing infrastructure within the State Highway 51 business park and extending that system along SH-51 up to Houston St. The design is currently underway, and construction is anticipated to begin within the fiscal year. The overall project cost is estimated at \$2.5 million.

### **Overall Water Supply System Improvements**

As the water system ages and the overall demands increase each year, it is important to invest back into the system and perform rehabs and upgrades. With the aging infrastructure in mind, the Tiger Hill 2-million-gallon storage tank will be undergoing a second phase of its rehab this next fiscal year with an anticipated \$800,000 improvement to the flooring system. The project is currently under design and will be funded for construction this fiscal year. In the spirit of looking to the future, the raw water intake structure at the Verdigris Water Treatment Plant currently has three raw water pumps with the ability to expand to five total. Within this year's fiscal plan, additional pumps and infrastructure will be added to the existing facility to increase the ability of the plant to draw raw water and provide resiliency should issues arise in existing pumps. The overall cost on this project is estimated at approximately \$1.5 million.



# **BAMA LONG-RANGE PLANS FOR WATER/SANITARY SEWER**

## **Long-range Water Supply Plan Update**

BAMA has adopted a course of action regarding its long-range water plan. The long-range plan enhances the community's overall water supply system and creates critical flexibility and necessary redundancy. The Authority has prepared a Memorandum of Understanding (MOU) with Oklahoma Ordnance Works Authority (OOWA) on a course of action that utilizes our 36-inch diameter supply line from the Mid-America Industrial Park to the Verdigris River Water Treatment Plant and addresses a secondary raw water source coupled with off-site raw water storage facilities. The line became operational in 1982 as the sole source of the community's drinking water.

However, since 2014, the city receives its drinking water from the Adams Creek confluence on the old Verdigris River waterway. We treat this water in our microfiltration membrane plant. As of today, this is our only source of raw water. A secondary water source will help provide assurance that our community has another water source should the primary source become restricted through times of drought or by some other means. With the MOU executed in September of 2024, staff is working with OOWA to prepare an official agreement and begin with the appropriate action steps of securing ownership of a 3-million-gallon storage tank and associated property within the industrial park and start the design process of the infrastructure improvements needed for this plan.

## **Adams Creek Wastewater Basin Update**

BAMA contracted with a professional engineering consulting firm to investigate the future of the community with respect to the wastewater treatment alternatives specifically in the Adams Creek sewershed. This study is complete, and the staff and professional team presented it to the Authority this past fiscal year with recommendations. Ultimately it was determined by the Authority to start the process of locating and constructing a separate wastewater treatment facility along Adams Creek in the northern and/or eastern reaches of our community in lieu of continuing to pump all wastewater to the Lynn Lane treatment system. With this new direction for the system, staff will start taking the next steps of identifying the future location of this new facility and begin land acquisition and design professional selection.

## **SOLID WASTE OPERATIONS**

In the Solid Waste and Recycling Department, we have had some amazing opportunities for success. The department had struggles with equipment, staffing, completion times, and cost recovery as little as three years ago. Today, with the support of the Authority, the department has become leaner and meaner (and maybe a little greener). This coming fiscal year we will have a chance to enact some changes which will help reduce costs, reduce accident exposure, and enhance educational opportunities.



As stewards of the customer, our goal is always to do our very best to eliminate waste in spending not just at the curb. All 12 of the new Automated Side Loading (ASL) trucks have arrived. The ASLs will allow us to focus our efforts on cart-only collections, which will streamline our operations. Given permission to remove the additional bags of trash collections, we would be able to shave off our temporary services expenses, overtime, and down time. The result could save close to \$1 million in operating expenses. The department is looking to go to cart only service in the new fiscal year.

This will mean one person operating the truck with no need for additional staffing. We have already given back 3 full-time positions and reduced our staffing numbers to 56 from 59 full-time positions. There were no reductions in force, there were vacancies which the department did not need to fill. And there will be no reduction in the service with cart-only collections as currently all customers pay for their carts and green waste collection. Any additional services (including bagged trash outside the cart and large items) were added to the customers' bill in addition to their monthly rate. For customers who have placed bagged trash outside the cart, we have been suggesting adding a cart for \$7.50 a month instead of \$5 a bag to save them money.

The next initiative is our updated training program. Solid Waste collection is the 4th-most dangerous business, according to the Bureau of Labor Statistics. The department has hired a training and safety specialist which will help us broaden our training of operators, investigate root causes of injuries and collisions, and ultimately create a safer workforce for our employees and our community.

Finally, we have right-sized our customer service staff. Our goal is to meet every customer every time they call with a smile on the other end. We want our customer experience to be of the highest quality. These changes were made by re-classing existing positions again without adding to staff numbers.

## **MAINTENANCE DEPARTMENT**

As we prepare for Fiscal Year 2026, the Maintenance Services Department is advancing several key projects that will improve service delivery, increase operational efficiency, and better serve residents.

### **Fleet Oversight and Replacement Committee (FORC)**

The City is launching the FORC Program to improve how we manage and maintain our vehicle fleet. This new system will oversee everything from vehicle acquisition to utilization and eventual replacement. With support from a third-party consultant, the program will introduce a standardized, data-driven approach to fleet operations, helping us reduce costs, improve safety, and meet the needs of a growing city. Implementation is targeted for fall 2026.

### **Public Safety Facility Upgrades**

Several capital projects are planned to enhance our public safety facilities. These include HVAC replacement at the Police and Fire Training Center, a new generator at Fire Station #5, and a full roof replacement at Fire Station #4. These investments will improve energy efficiency, ensure uninterrupted operations during emergencies, and extend the useful life of essential infrastructure supporting our first responders.



## **Salt Dome Relocation & Expansion**

We are working with Engineering and Streets/Stormwater to develop a new central facility for snow and ice treatment. This upgraded site will increase covered storage space from 1,450 to 5,000 square feet and consolidate brine pre-treatment and salt/sand operations. The new location will make it easier for crews to respond quickly and effectively during winter storms, ultimately improving roadway safety for the public.

## **General Services Administration Building**

Design is underway for a new General Services Administration Building at 1700 West Detroit. This facility will centralize several key divisions including Solid Waste & Recycling, Asset Management, and Purchasing into one modern, efficient space. It will also serve as a public-friendly and accessible location where residents and vendors can easily connect with staff and access services. The project is partially funded by the 2018 General Obligation Bond.

## **CONCLUSION**

The “whiteboard” in my office is full of projects and initiatives that will help maintain and improve upon the great quality of life in Broken Arrow. This executive summary details our work plan for FY26, and we look forward to discussing the content with the governing body during the budget workshop.

From the BA Transit Program, Amphitheater partnership, on-going street and road improvements, community development initiatives, parks and recreation activities, a growing and vibrant senior center, to maintaining our city as one of the safest places to live in Oklahoma, I am proud to say there are so many great things happening in our community at this time.

The Administration loves the challenge of preparing the annual budget to meet the needs of our fast-growing organization and community. One of our main tenants is maintaining a highly responsive organization that can meet the needs of the city with funds available. Our top organizational priorities will be operations and capital improvements that advance our community and separating the needs and wants and always funding our core responsibilities first. The Leadership Team loves to couple this effort with our philosophy of getting to “Yes” in helping the citizens and businesses in our city. As an Administration, we’re good with this challenge because our community deserves our best every day!

As I mentioned every year, the budget process is more than just numbers and making them balance. Yes, my primary fiscal goal as City Manager will always be to find ways to sustain the financial health of our organization now and into the future. The credit in preparing this great document goes to the amazing Finance team led by Director Cindy Arnold, all the department directors and their staffs, and the hard-working folks in the City Manager’s Office.



The proposed total budget of \$455,967,612 represents what my office believes is needed for FY26 to meet the City's operational obligations, fund our aggressive capital improvement program, and cover our bond and other loan obligations. The budget is presented while maintaining adequate fund reserves for any unforeseen expenses and future budgets. The FY26 Budget continues the City's commitment to keeping Broken Arrow as a great place to live, work, and raise a family!

I'll close by sending a shout out to the City's Finance Director, Leadership Team and all the city employees that helped prepare this year's spending plan. I am so grateful for their support in preparing the budget and as equally important, the help provided to implement an organizational culture that focuses on service.

If City Council approves the proposed budget, we will use approved funding to continue to provide great public services to our community and implement our multi-faceted capital program. With these funds the community will see an organization that will continue to be responsive to its citizens and utility customers and be overly transparent on what's happening in the organization.

Thank you for your leadership and stewardship of the organization and community. Also, for your time and consideration of the proposed budget. If you have any questions, please let me know.

Respectfully,

A handwritten signature in black ink, reading "Michael Spurgeon". The signature is fluid and cursive, with the first name "Michael" and last name "Spurgeon" clearly legible.

Michael Spurgeon, City Manager

Kenneth Schwab, P.E. - Assistant City Manager – Operations  
Norm Stephen, Assistant City Manager - Administration  
Cindy Arnold, Finance Director  
Department Directors



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	GENERAL FUND 110	BROKEN ARROW MUNICIPAL AUTHORITY 220	EXCESS CAPACITY SEWER ESCROW 225	STORMWATER MANAGEMENT CAPITAL 226
<b>Revenues:</b>				
Taxes	73,065,540	-	-	-
Licenses & Permits	2,540,000	-	-	-
Intergovernmental	875,000	-	-	-
Charges For Services	19,126,538	79,402,508	125,000	75,000
Fines, Forfeitures & Assessments	1,650,000	1,100,000	-	-
Interest	500,000	30,000	7,500	-
Miscellaneous	885,000	125,000	-	-
<b>Total Revenues</b>	<b>98,642,078</b>	<b>80,657,508</b>	<b>132,500</b>	<b>75,000</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years			-	-
Transfers In	22,889,985	21,414,985	-	-
Bond/Note Proceeds		52,782,364	-	-
<b>Total Other Financing Sources</b>	<b>22,889,985</b>	<b>74,197,349</b>	<b>-</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>121,532,064</b>	<b>154,854,857</b>	<b>132,500</b>	<b>75,000</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	17,485,855	22,382,515	-	-
Compensated Absences	3,000,000		-	-
Capital Projects			2,149,130	990,598
Debt Service			-	-
Other Purposes	11,644,297		-	-
<b>Total Beginning Reserved Fund Balance</b>	<b>32,130,152</b>	<b>22,382,515</b>	<b>2,149,130</b>	<b>990,598</b>
<b>Total Sources</b>	<b>153,662,215</b>	<b>177,237,372</b>	<b>2,281,630</b>	<b>1,065,598</b>
<b>Expenditures</b>				
Personnel Services	21,950,569	28,290,998	-	-
Other Services and Charges	8,514,710	21,859,541	-	-
Materials and Supplies	2,013,190	8,029,125	-	-
Capital Outlay	-	58,161,529	225,000	770,193
Fiscal Agent Fees	-	-	-	-
Debt Service	-	13,997,000	-	-
<b>Total Expenditures</b>	<b>32,478,469</b>	<b>130,338,192</b>	<b>225,000</b>	<b>770,193</b>
<b>Other Financing Uses-</b>				
Transfers Out	88,499,746	24,203,485	-	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>88,499,746</b>	<b>24,203,485</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>120,978,215</b>	<b>154,541,678</b>	<b>225,000</b>	<b>770,193</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	17,755,574	22,695,695	-	-
Compensated Absences	3,000,000	-	-	-
Capital Projects	-	-	2,056,630	295,405
Debt Service	-	-	-	-
Other Purposes	11,928,426		-	-
<b>Total Ending Reserved Fund Balance</b>	<b>32,684,000</b>	<b>22,695,695</b>	<b>2,056,630</b>	<b>295,405</b>
<b>Total Budget</b>	<b>153,662,215</b>	<b>177,237,372</b>	<b>2,281,630</b>	<b>1,065,598</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	CONVENTION & VISITORS BUREAU 227	VEHICLE REPLACEMENT FUND 329	SALES TAX CAPITAL IMPROVEMENT 330	POLICE ENHANCEMENT 331
<b>Revenues:</b>				
Taxes	850,000	-	10,683,112	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	48,000
Charges For Services	-	-	-	-
Fines, Forfeitures & Assessments	-	-	-	-
Interest	6,500	-	250,000	100
Miscellaneous	-	-	35,000	-
<b>Total Revenues</b>	<b>856,500</b>		<b>10,968,112</b>	<b>48,100</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for	-	-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	2,187,500	-	-
Bond/Note Proceeds	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>2,187,500</b>	<b>-</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>856,500</b>	<b>2,187,500</b>	<b>10,968,112</b>	<b>48,100</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	18,039,402	-
Debt Service	-	-	900,000	-
Other Purposes	1,813,576	937,500	-	273,379
<b>Total Beginning Reserved Fund Balance</b>	<b>1,813,576</b>	<b>937,500</b>	<b>18,939,402</b>	<b>321,479</b>
<b>Total Sources</b>	<b>2,670,076</b>	<b>3,125,000</b>	<b>29,907,514</b>	<b>321,479</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Other Services and Charges	325,330	80,000	-	55,000
Materials and Supplies	40,520	-	-	96,000
Capital Outlay	342,700	2,740,000	22,577,914	-
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	950,000	-
<b>Total Expenditures</b>	<b>708,550</b>	<b>2,820,000</b>	<b>23,527,914</b>	<b>151,000</b>
<b>Other Financing Uses-</b>				
Transfers Out	300,000	-	-	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>300,000</b>		<b>-</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>1,008,550</b>	<b>2,820,000</b>	<b>23,527,914</b>	<b>151,000</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	305,000	4,579,600	-
Debt Service	-	-	1,800,000	-
Other Purposes	1,661,526	-	-	170,479
<b>Total Ending Reserved Fund Balance</b>	<b>1,661,526</b>	<b>305,000</b>	<b>6,379,600</b>	<b>170,479</b>
<b>Total Budget</b>	<b>2,670,076</b>	<b>3,125,000</b>	<b>29,907,514</b>	<b>321,479</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	PARK AND RECREATION CAPITAL IMPROVEMENT 332	CEMETERY CARE 333	STREET AND ALLEY 334	HOUSING AND URBAN DEVELOPMENT 335
<b>Revenues:</b>				
Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	1,000,000	902,170
Charges For Services	325,000	50,000	-	-
Fines, Forfeitures & Assessments	-	-	-	-
Interest	700	300	-	-
Miscellaneous	60,000	-	-	-
<b>Total Revenues</b>	<b>385,700</b>	<b>50,300</b>	<b>1,000,000</b>	<b>902,170</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for	-	-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	-	-	-
Bond/Note Proceeds	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>385,700</b>	<b>50,300</b>	<b>1,000,000</b>	<b>902,170</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	907,306	426,875	1,211,301	-
Debt Service	-	-	-	-
Other Purposes	-	-	-	266,949
<b>Total Beginning Reserved Fund Balance</b>	<b>907,306</b>	<b>426,875</b>	<b>1,211,301</b>	<b>266,949</b>
<b>Total Sources</b>	<b>1,293,006</b>	<b>477,175</b>	<b>2,211,301</b>	<b>1,169,119</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Other Services and Charges	-	-	-	-
Materials and Supplies	-	-	-	-
Capital Outlay	582,567	79,676	200,000	902,170
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenditures</b>	<b>582,567</b>	<b>79,676</b>	<b>200,000</b>	<b>902,170</b>
<b>Other Financing Uses-</b>				
Transfers Out	-	-	1,100,000	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>1,100,000</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>582,567</b>	<b>79,676</b>	<b>1,300,000</b>	<b>902,170</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	710,439	397,499	-	-
Debt Service	-	-	-	-
Other Purposes	-	-	911,301	266,949
<b>Total Ending Reserved Fund Balance</b>	<b>710,439</b>	<b>397,499</b>	<b>911,301</b>	<b>266,949</b>
<b>Total Budget</b>	<b>1,293,006</b>	<b>477,175</b>	<b>2,211,301</b>	<b>1,169,119</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	E-911 336	CRIME PREVENTION 337	BATTLE CREEK GOLF COURSE 340	ALCOHOL ENFORCEMENT 341
<b>Revenues:</b>				
Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	30,000	-	-
Charges For Services	1,600,000	-	1,950,000	5,000
Fines, Forfeitures & Assessments	-	-	-	-
Interest	10,000	-	-	300
Miscellaneous	-	-	-	-
<b>Total Revenues</b>	<b>1,610,000</b>	<b>30,000</b>	<b>1,950,000</b>	<b>5,300</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for	-	-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	-	-	-
Bond/Note Proceeds	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>1,610,000</b>	<b>30,000</b>	<b>1,950,000</b>	<b>5,300</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	2,550,175	138,619	253,059	97,273
<b>Total Beginning Reserved Fund Balance</b>	<b>2,550,175</b>	<b>138,619</b>	<b>253,059</b>	<b>97,273</b>
<b>Total Sources</b>	<b>4,160,175</b>	<b>168,619</b>	<b>2,203,059</b>	<b>102,573</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Other Services and Charges	-	9,000	1,500,000	17,000
Materials and Supplies	-	20,790	250,000	25,000
Capital Outlay	598,456	-	-	-
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenditures</b>	<b>598,456</b>	<b>29,790</b>	<b>1,750,000</b>	<b>42,000</b>
<b>Other Financing Uses-</b>				
Transfers Out	1,000,000	-	-	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>1,598,456</b>	<b>29,790</b>	<b>1,750,000</b>	<b>42,000</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	2,561,719	138,829	453,059	60,573
<b>Total Ending Reserved Fund Balance</b>	<b>2,561,719</b>	<b>138,829</b>	<b>453,059</b>	<b>60,573</b>
<b>Total Budget</b>	<b>4,160,175</b>	<b>168,619</b>	<b>2,203,059</b>	<b>102,573</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	STREET LIGHTING 342	STREET SALES TAX 343	POLICE SALES TAX 344	FIRE SALES TAX 345
<b>Revenues:</b>				
Taxes	-	5,176,500	3,204,936	3,204,936
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	100,000	924,552
Charges For Services	1,220,000	-	-	-
Fines, Forfeitures & Assessments	-	-	-	-
Interest	6,000	200,000	400,000	75,000
Miscellaneous	-	-	12,500	8,000
<b>Total Revenues</b>	<b>1,226,000</b>	<b>5,376,500</b>	<b>3,717,436</b>	<b>4,212,488</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for		-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	-	40,919,079	30,283,118
Bond/Note Proceeds	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>40,919,079</b>	<b>30,283,118</b>
<b>Total Revenues &amp; Sources</b>	<b>1,226,000</b>	<b>5,376,500</b>	<b>44,636,514</b>	<b>34,495,606</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	10,287,295	-	-
Debt Service	-	-	-	-
Other Purposes	1,053,731	-	29,548,041	15,209,226
<b>Total Beginning Reserved Fund Balance</b>	<b>1,053,731</b>	<b>10,287,295</b>	<b>29,548,041</b>	<b>15,209,226</b>
<b>Total Sources</b>	<b>2,279,731</b>	<b>15,663,795</b>	<b>74,184,555</b>	<b>49,704,832</b>
<b>Expenditures</b>				
Personnel Services		-	32,610,899	29,198,552
Other Services and Charges	670,000	-	3,830,100	1,918,150
Materials and Supplies	175,000	-	2,356,700	1,441,300
Capital Outlay	880,000	15,130,441	1,558,200	-
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenditures</b>	<b>1,725,000</b>	<b>15,130,441</b>	<b>40,355,899</b>	<b>32,558,002</b>
<b>Other Financing Uses-</b>				
Transfers Out	-	-	-	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>1,725,000</b>	<b>15,130,441</b>	<b>40,355,899</b>	<b>32,558,002</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	533,354	-	-
Debt Service	-	-	-	-
Other Purposes	554,731	-	33,828,656	17,146,830
<b>Total Ending Reserved Fund Balance</b>	<b>554,731</b>	<b>533,354</b>	<b>33,828,656</b>	<b>17,146,830</b>
<b>Total Budget</b>	<b>2,279,731</b>	<b>15,663,795</b>	<b>74,184,555</b>	<b>49,704,832</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	CITY CLERK TECHNOLOGY FEE 346	CARES ACT 347	AMERICAN RELIEF 348	OPIOID SETTLEMENT 349
<b>Revenues:</b>				
Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges For Services	-	-	-	-
Fines, Forfeitures & Assessments	35,000	-	-	0
Interest	-	-	500	-
Miscellaneous	-	-	-	100,000
<b>Total Revenues</b>	<b>35,000</b>	<b>-</b>	<b>500</b>	<b>100,000</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for	-	-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	-	-	-
Bond/Note Proceeds	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>35,000</b>	<b>-</b>	<b>500</b>	<b>100,000</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	141,804	525,687	2,763,020	1,786,514
<b>Total Beginning Reserved Fund Balance</b>	<b>141,804</b>	<b>525,687</b>	<b>2,763,020</b>	<b>1,786,514</b>
<b>Total Sources</b>	<b>176,804</b>	<b>525,687</b>	<b>2,763,520</b>	<b>1,886,514</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Other Services and Charges	30,000	-	-	250,000
Materials and Supplies	10,000	-	-	-
Capital Outlay	20,000	525,687	2,763,520	-
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenditures</b>	<b>60,000</b>	<b>525,687</b>	<b>2,763,520</b>	<b>250,000</b>
<b>Other Financing Uses-</b>				
Transfers Out	-	-	-	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>60,000</b>	<b>525,687</b>	<b>2,763,520</b>	<b>250,000</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	116,804	-	-	1,636,514
<b>Total Ending Reserved Fund Balance</b>	<b>116,804</b>	<b>-</b>	<b>-</b>	<b>1,636,514</b>
<b>Total Budget</b>	<b>176,804</b>	<b>525,687</b>	<b>2,763,520</b>	<b>1,886,514</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	PSO 1% FRANCHISE ECON DEV 350	PSO 1% FRANCHISE INFRASTRUCTURE 351	1994 BOND ISSUE 555	2008 BOND ISSUE 559
<b>Revenues:</b>				
Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	715,000	-	-
Charges For Services	-	-	-	-
Fines, Forfeitures & Assessments	-	-	-	-
Interest	715,000	-	-	20
Miscellaneous	-	-	-	-
<b>Total Revenues</b>	<b>715,000</b>	<b>715,000</b>	<b>-</b>	<b>20</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for	-	-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	-	-	-
Bond/Note Proceeds	-	-	-	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>715,000</b>	<b>715,000</b>	<b>-</b>	<b>20</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	1,366,911	1,398,731	-	32,821
<b>Total Beginning Reserved Fund Balance</b>	<b>1,366,911</b>	<b>1,398,731</b>	<b>-</b>	<b>32,821</b>
<b>Total Sources</b>	<b>2,081,911</b>	<b>2,113,731</b>	<b>-</b>	<b>32,841</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Other Services and Charges	500,000	500,000	-	-
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	32,841
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenditures</b>	<b>500,000</b>	<b>500,000</b>	<b>-</b>	<b>32,841</b>
<b>Other Financing Uses-</b>				
Transfers Out	-	-	-	-
Bond Issuance Costs	-	-	-	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>500,000</b>	<b>500,000</b>	<b>-</b>	<b>32,841</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	1,581,911	1,613,731	-	-
<b>Total Ending Reserved Fund Balance</b>	<b>1,581,911</b>	<b>1,613,731</b>	<b>-</b>	<b>-</b>
<b>Total Budget</b>	<b>2,081,911</b>	<b>2,113,731</b>	<b>-</b>	<b>32,841</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

DESCRIPTION	2011 BOND ISSUE 591	2014 BOND ISSUE 592	2018 BOND ISSUE 593	WORKERS COMPENSATION 660
<b>Revenues:</b>				
Taxes	-	-	-	-
Licenses & Permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges For Services	-	-	-	1,482,000
Fines, Forfeitures & Assessments	-	-	-	-
Interest	250	36,500	4,250,000	2,500
Miscellaneous	-	-	-	45,000
<b>Total Revenues</b>	<b>250</b>	<b>36,500</b>	<b>4,250,000</b>	<b>1,529,500</b>
<b>Other Financing Sources:</b>				
Transfer of Fund Balance for	-	-	-	-
Prior Year Capital Projects	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-
Transfers In	-	-	-	-
Bond/Note Proceeds	-	-	21,000,000	-
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>21,000,000</b>	<b>-</b>
<b>Total Revenues &amp; Sources</b>	<b>250</b>	<b>36,500</b>	<b>25,250,000</b>	<b>1,529,500</b>
<b>Beginning Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	266,129	5,437,483	-	-
Debt Service	-	-	-	-
Other Purposes	-	-	100,288,297	2,664,270
<b>Total Beginning Reserved Fund Balance</b>	<b>266,129</b>	<b>5,437,483</b>	<b>100,288,297</b>	<b>2,664,270</b>
<b>Total Sources</b>	<b>266,379</b>	<b>5,473,983</b>	<b>125,538,297</b>	<b>4,193,770</b>
<b>Expenditures</b>				
Personnel Services	-	-	-	-
Other Services and Charges	-	-	-	1,200,000
Materials and Supplies	-	-	-	-
Capital Outlay	266,379	5,473,983	109,730,078	-
Fiscal Agent Fees	-	-	-	-
Debt Service	-	-	-	-
<b>Total Expenditures</b>	<b>266,379</b>	<b>5,473,983</b>	<b>109,730,078</b>	<b>1,200,000</b>
<b>Other Financing Uses-</b>				
Transfers Out	-	-	-	-
Bond Issuance Costs	-	-	145,000	-
<b>Total Other Financing Uses</b>	<b>-</b>	<b>-</b>	<b>145,000</b>	<b>-</b>
<b>Total Expenditures &amp; Uses</b>	<b>266,379</b>	<b>5,473,983</b>	<b>109,875,078</b>	<b>1,200,000</b>
<b>Ending Reserved Fund Balance:</b>				
Emergency Reserve	-	-	-	-
Compensated Absences	-	-	-	-
Capital Projects	-	-	-	-
Debt Service	-	-	-	-
Other Purposes	-	-	15,663,219	2,993,770
<b>Total Ending Reserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>15,663,219</b>	<b>2,993,770</b>
<b>Total Budget</b>	<b>266,379</b>	<b>5,473,983</b>	<b>125,538,297</b>	<b>4,193,770</b>



**CITY OF BROKEN ARROW  
BUDGET SUMMARY  
FISCAL YEAR 2026**

	GROUP HEALTH & LIFE 661	DEBT SERVICE 770	BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY 887	CREEK 51 TIF 888	TOTAL
<b>Revenues:</b>					
Taxes	-	22,956,703	-	50,000	119,191,727
Licenses & Permits	-	-	-	-	2,540,000
Intergovernmental	-	-	-	-	4,594,722
Charges For Services	14,283,066	-	-	-	119,644,112
Fines, Forfeitures & Assessments	-	-	-	-	2,785,000
Interest	1,500	600,000	200,000	-	7,292,670
Miscellaneous	-	-	1,700,000	-	2,970,500
<b>Total Revenues</b>	<b>14,284,566</b>	<b>23,556,703</b>	<b>1,900,000</b>	<b>50,000</b>	<b>259,018,731</b>
<b>Other Financing Sources:</b>					
Transfer of Fund Balance for Prior Year Capital Projects	-	-	-	-	-
OWRB Proceeds from Prior Years	-	-	-	-	-
Transfers In	-	-	8,528,000	-	126,222,667
Bond/Note Proceeds	-	-	3,000,000	-	76,782,364
<b>Total Other Financing Sources</b>	<b>-</b>	<b>-</b>	<b>11,528,000</b>	<b>-</b>	<b>203,005,031</b>
<b>Total Revenues &amp; Sources</b>	<b>14,284,566</b>	<b>23,556,703</b>	<b>13,428,000</b>	<b>50,000</b>	<b>462,023,762</b>
<b>Beginning Reserved Fund Balance:</b>					
Emergency Reserve	-	-	-	-	39,868,370
Compensated Absences	-	-	-	-	3,000,000
Capital Projects	-	-	-	-	39,715,520
Debt Service	-	20,458,369	-	-	21,358,369
Other Purposes	228,542	-	5,568,715	39,282	180,590,416
<b>Total Beginning Reserved Fund Balance</b>	<b>228,542</b>	<b>20,458,369</b>	<b>5,568,715</b>	<b>39,282</b>	<b>284,532,675</b>
<b>Total Sources</b>	<b>14,513,108</b>	<b>44,015,072</b>	<b>18,996,715</b>	<b>89,282</b>	<b>746,556,437</b>
<b>Expenditures</b>					
Personnel Services	-	-	-	-	112,051,017
Other Services and Charges	12,500,000	-	1,000,000	25,000	54,783,831
Materials and Supplies	-	-	-	-	14,457,625
Capital Outlay	-	-	9,000,000	-	232,561,333
Fiscal Agent Fees	-	10,550	-	-	10,550
Debt Service	-	22,796,046	4,350,210	-	42,093,256
<b>Total Expenditures</b>	<b>12,500,000</b>	<b>22,806,596</b>	<b>14,350,210</b>	<b>25,000</b>	<b>455,957,612</b>
<b>Other Financing Uses-</b>					
Transfers Out	-	75,000	-	-	115,178,231
Bond Issuance Costs	-	-	-	-	145,000
<b>Total Other Financing Uses</b>	<b>-</b>	<b>75,000</b>	<b>-</b>	<b>-</b>	<b>115,323,231</b>
<b>Total Expenditures &amp; Uses</b>	<b>12,500,000</b>	<b>22,881,596</b>	<b>-</b>	<b>-</b>	<b>571,280,843</b>
<b>Ending Reserved Fund Balance:</b>			<b>14,350,210</b>	<b>25,000</b>	
Emergency Reserve	-	-	-	-	40,451,269
Compensated Absences	-	-	-	-	3,000,000
Capital Projects	-	-	-	-	8,877,928
Debt Service	-	-	-	-	1,800,000
Other Purposes	2,013,108	21,133,476	4,646,505	64,282	121,146,398
<b>Total Ending Reserved Fund Balance</b>	<b>2,013,108</b>	<b>21,133,476</b>	<b>4,646,505</b>	<b>64,282</b>	<b>175,275,594</b>
<b>Total Budget</b>	<b>14,513,108</b>	<b>44,015,072</b>	<b>18,996,715</b>	<b>89,282</b>	<b>746,556,437</b>



**City of Broken Arrow  
Governmental Funds  
FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>CITY MANAGER</b>			
Administrative Assistant	1	1	1
Assistant City Manager Administration	1	1	1
Business Retention & Development Coordinator	2	2	2
City Manager	1	1	1
Communications & Media Relations Manager	1	1	1
Communications Coordinator	2	2	2
Community Relations Manager	1	1	1
Economic Development Director	1	1	1
Marketing & Communications Coordinator	1	1	1
Operations Communication Officer	1	1	1
Tourism Development Manager	1	1	1
Videographer/Producer	1	1	1
<b>Total Full Time:</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b>FINANCE</b>			
Accountant	2	2	2
Accounts Payable Technician	4	4	4
Budget Manager	0	1	1
Budget Officer	2	1	1
Controller	1	1	1
Customer Service Coordinator	1	1	1
Finance Director	1	1	1
Finance Services Manager	1	1	1
Grant Writer	1	1	1
Payroll Coordinator	2	2	2
Senior Accountant	1	1	1
<b>Total Full Time:</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>LEGAL</b>			
Administrative Assistant	2	1	1
Assistant City Attorney I	2	0	0
Assistant City Attorney I-Litigator	0	1	1
Assistant City Attorney I-Prosecutor	0	1	1
Assistant City Attorney II	1	1	1
City Attorney	1	1	1
Deputy City Attorney	1	1	1
Paralegal	1	2	2
Senior Civil Litigation Attorney	1	1	1
<b>Total Full Time:</b>	<b>9</b>	<b>9</b>	<b>9</b>
Legal Intern	1	1	1
<b>Total Seasonal :</b>	<b>1</b>	<b>1</b>	<b>1</b>



**City of Broken Arrow  
Governmental Funds  
FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>HUMAN RESOURCES</b>			
Assistant Human Resources Director	1	1	1
Benefits Administrator	1	1	1
Compensation Coordinator	1	1	1
Employee Engagement Coordinator	1	1	1
FMLA & Benefits Technician	1	1	1
HR Systems Analyst	1	1	1
Human Resources Administrative Technician	1	1	1
Human Resources Director	1	1	1
Human Resources Specialist	0	1	1
Risk Management Coordinator	1	1	1
Talent Coordinator	1	1	1
Training and Development Manager	1	1	1
<b>Total Full Time:</b>	<b>11</b>	<b>12</b>	<b>12</b>
<b>INFORMATION TECHNOLOGY</b>			
Communication Systems Engineer	0	0	0
Communication Systems Manager	1	1	1
Communication Systems Technician	0	0	1
Communications Technician III	1	1	1
Helpdesk Technician	0	0	0
Information Technology Director	1	1	1
IT Project Manager	0	0	0
Network Engineer	1	0	0
Network Systems Manager	1	1	1
Radio Technician	1	1	1
Security Engineer	1	1	1
Senior Application Specialist	0	0	0
Senior IT Project Manager	1	1	1
Senior Security Engineer	1	1	1
Senior Support Specialist	1	1	1
Support Technician III	3	3	3
Systems Engineer	1	2	2
<b>Total Full Time:</b>	<b>14</b>	<b>14</b>	<b>15</b>
<b>CITY CLERK</b>			
Administrative Assistant	1	1	1
Administrative Clerk	1	1	1
City Clerk	1	1	1
Court Clerk	3	3	3
Court Clerk-Community Service Program Coordinator	1	1	1
Deputy City Clerk	1	1	1
Senior Court Clerk	1	1	1
<b>Total Full Time:</b>	<b>9</b>	<b>9</b>	<b>9</b>



**City of Broken Arrow  
Governmental Funds  
FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>CITY CLERK (continued)</b>			
Municipal Judge (Part Time)	1	1	1
Presiding Judge (Part Time)	1	1	1
<b>Total Part Time:</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>DEVELOPMENT SERVICES</b>			
Administrative Assistant Permitting	1	1	1
Administrative Clerk Neighborhood Engagement	2	2	2
Administrative Specialist Permitting	2	2	2
Administrative Specialist Planning & Development	1	1	1
Assistant Chief Building Inspector	1	1	1
Chief Building Inspector	1	1	1
Code Enforcement Officer	4	4	4
Commercial Inspector	2	2	2
Community Development Director	1	1	1
Event Liaison	1	1	1
Farmers Market Facilitator	1	1	1
Engineering Section Manager	1	1	1
Lead Code Enforcement Officer	1	1	1
Permit & License Supervisor	1	1	1
Permit Clerk	5	5	5
Permit Technician	1	1	1
Permitting, Licensing & Sustainability Mgr.	1	1	1
Plan Development Manager	1	1	1
Project Civil Engineer - Community Development	2	2	2
Residential Inspector	5	5	5
Senior Planner	2	2	2
Special Projects Manager Community Development	1	1	1
Staff Planner	1	1	1
<b>Total Full Time:</b>	<b>39</b>	<b>39</b>	<b>39</b>
Receptionist Part Time	2	2	2
<b>Total Part Time:</b>	<b>2</b>	<b>2</b>	<b>2</b>
Intern	1	1	1
<b>Total Seasonal:</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>POLICE</b>			
Deputy Police Chief	1	1	1
Police Captain	7	7	7
Police Chief	1	1	1
Police Major	3	3	3
Police Officer	119	119	119
Police Sergeant	25	25	25
<b>Total Sworn Positions:</b>	<b>156</b>	<b>156</b>	<b>156</b>



**City of Broken Arrow  
Governmental Funds  
FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>POLICE (continued)</b>			
Administrative Assistant	1	1	1
Administrative Secretary	3	3	3
Animal Control Manager	1	1	1
Animal Control Officer	7	7	7
Assistant Records Manager	0	1	1
Body Worn Camera Clerk	1	1	1
Budget Officer	1	1	1
911 Call Taker	4	4	4
911 Communications Manager	1	1	1
911 Communications Supervisor	4	4	4
911 Dispatcher	19	19	19
Community Outreach/Public Information Coordinator	1	1	1
Deputy 911 Communications Manager	1	1	1
Emergency Management Director	1	1	1
Jail Supervisor	4	4	4
Jailer	13	13	13
Planning / Research Specialist	1	1	1
Police Property Room Supervisor	1	1	1
Records Clerk	3	2	2
Records Manager	1	1	1
RTIC Manager	0	1	1
Victim Advocate	1	1	1
<b>Total Non Sworn:</b>	<b>69</b>	<b>70</b>	<b>70</b>
Community Service Officer	0	2	2
Court Marshall (Part Time)	2	2	2
Police Property Room Technician (Part Time)	1	1	1
<b>Total Part Time:</b>	<b>3</b>	<b>5</b>	<b>5</b>
<b>FIRE</b>			
All Firefighter Ranks	106	106	106
Assistant Fire Chief	1	1	1
Deputy Fire Chief	3	3	3
Fire Battalion Chief	3	3	3
Fire Captain	25	25	25
Fire Chief	1	1	1
Deputy Fire Marshall	4	4	4
Fire Lieutenant	25	25	25
Fire Marshall	1	1	1
Fire Training Major	2	2	2
Training Officer	4	4	4
<b>Total Sworn Positions:</b>	<b>175</b>	<b>175</b>	<b>175</b>



**City of Broken Arrow  
Governmental Funds  
FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
Administrative Assistant	2	2	2
Fire Equipment Technician	2	2	2
Community Engagement Specialist Fire	1	1	1
Warehouse and Medical Supply Technician	0	0	1
<b>Total Non Sworn:</b>	<b>5</b>	<b>5</b>	<b>6</b>
<b>Total Full Time:</b>	<b>180</b>	<b>180</b>	<b>181</b>
<b>FIRE (continued)</b>			
Fire Prevention Technician (Part Time)	1	1	1
<b>Total Part Time:</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>STREET</b>			
Administrative Assistant	1	1	1
Crew Chief	3	3	3
Director of Street / Stormwater	1	1	1
Equipment Operator Street	2	2	2
Lead Traffic Signal Technician	1	1	1
Service Worker Street	5	5	5
Street Maintenance Supervisor	1	1	1
Street Superintendent	1	1	1
Supervisor/Truck Driver Section Street	1	1	1
Traffic Control Manager	1	1	1
Traffic Maintenance Technician	3	3	3
Traffic Signal Technician	5	5	5
Traffic Superintendent	1	1	1
Truck Driver I Street	8	8	8
<b>Total Full Time:</b>	<b>34</b>	<b>34</b>	<b>34</b>
Service Worker Street Seasonal	1	1	1
<b>Total Seasonal:</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>PARKS</b>			
Administrative Assistant	1	1	1
Aquatics Program Supervisor	1	1	1
Assistant Sexton	1	1	1
Cemetery Maintenance Worker	1	1	1
Crew leader - Parks	5	6	6
Facilities Supervisor	1	1	1
Grounds Supervisor	3	2	2
Crew Leader Forestry	2	3	3
Horticulture Technician	1	1	1
Horticulturist	1	1	1
Irrigation Crew Leader	0	0	1
Irrigation Technician	2	2	2
Lead Grounds Supervisor	0	1	1
Nature Center Supervisor	1	1	1
Parks and Recreation Director	1	1	1



**City of Broken Arrow  
Governmental Funds  
FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>PARKS (continued)</b>			
Parks Maintenance Technician	1	1	1
Parks Maintenance Workers	23	23	23
Parks Superintendent	1	1	1
Recreation Assistant	5	5	5
Recreation Center Supervisor	2	2	2
Recreation Superintendent	1	1	1
Recreation Technician	1	1	1
Sexton	1	1	1
Small Engine Mechanic	0	1	1
<b>Total Full Time:</b>	<b>56</b>	<b>59</b>	<b>60</b>
Recreation Assistant (Part Time)	4	4	4
<b>Total Part Time:</b>	<b>4</b>	<b>4</b>	<b>4</b>
Cemetery Seasonal Laborer	2	2	2
Lead Lifeguard	7	7	7
Lifeguard	56	56	56
Park Maintenance Worker	8	8	8
Swimming Pool Cashier/Concessions & Slide	16	16	16
Swim Pool Concession Supervisor	1	1	1
Swim Pool Supervisor	1	1	1
<b>Total Seasonal:</b>	<b>91</b>	<b>91</b>	<b>91</b>
<b>GOVERNMENTAL FUND TOTALS</b>			
<b>Full time</b>			
Non-sworn positions	276	281	284
Sworn positions	331	331	331
<b>Total Full Time:</b>	<b>607</b>	<b>612</b>	<b>615</b>
<b>Total Part Time:</b>	<b>12</b>	<b>14</b>	<b>14</b>
<b>Total Seasonal:</b>	<b>94</b>	<b>94</b>	<b>94</b>



**City of Broken Arrow**  
**BAMA**  
**FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>CITY MANAGER</b>			
Assistant City Manager Operations	1	1	1
Executive Assistant to the City Manager of Operations	1	1	1
<b>Total Full Time:</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>FINANCE</b>			
Utility Services Clerk	6	6	6
Utility Services Manager	1	1	1
Utility Services Specialist	1	1	1
Utility Services Technician	2	2	2
<b>Total Full Time:</b>	<b>10</b>	<b>10</b>	<b>10</b>
<b>GENERAL/MAINTENANCE SERVICES</b>			
Administrative Assistant-Maintenance Services	1	1	1
Administrative Secretary Purchasing	1	1	1
Asset Coordinator	1	0	0
Asset Manager	0	1	1
Asset Specialist	0	1	1
Building Maintenance Manager	1	1	1
Building Maintenance Service Coordinator	1	1	1
Building Maintenance Supervisor	1	1	1
Building Maintenance Worker	8	8	8
Building Service Supervisor	1	1	1
Building Service Worker	1	1	1
Buyer	3	3	3
Fleet Division Manager	1	1	1
Fleet Maintenance Service Worker	1	1	1
Fleet Service Technician	3	3	3
Fleet Welder	1	1	1
Maintenance Services Director	1	1	1
Mechanic	11	11	11
Mechanic Supervisor	2	2	2
Purchasing Manager	1	1	1
Service Writer	1	1	1
Warehouse Worker	2	2	2
<b>Total Full Time:</b>	<b>43</b>	<b>44</b>	<b>44</b>
<b>SOLID WASTE &amp; RECYCLING</b>			
Administrative Assistant	1	1	1
Assistant Solid Waste & Recycling Manager	1	3	3
Customer Service Clerk	0	1	1
Recycling Inspector and Educator	1	1	1
Recycling Outreach Coordinator	1	1	1
Solid Waste & Recycling Cart Technician	1	1	1
Solid Waste & Recycling Director	1	1	1
Solid Waste & Recycling Dispatcher/CSR	2	2	2
Solid Waste & Recycling Driver	26	26	26
Solid Waste & Recycling Helper	21	16	16
Solid Waste & Recycling Manager	1	1	1
Solid Waste & Recycling Satellite RC Driver	1	1	1
Solid Waste & Recycling Supervisor	2	0	0
Solid Waste Training and Safety Specialist	0	1	1
<b>Total Full Time:</b>	<b>59</b>	<b>56</b>	<b>56</b>



**City of Broken Arrow**  
**BAMA**  
**FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>STORMWATER</b>			
Assistant Street & Stormwater Director	1	1	1
Construction Supervisor Stormwater	3	3	3
Crew Chief Stormwater	4	4	5
Equipment Operator Stormwater	12	12	13
Service Worker Stormwater	12	12	14
Stormwater Maintenance Supervisor	1	1	1
Stormwater Superintendent	1	1	1
Truck Driver I Stormwater	7	7	7
<b>Total Full Time:</b>	<b>41</b>	<b>41</b>	<b>45</b>
Service Worker Stormwater Seasonal	1	1	1
<b>Total Seasonal:</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>ENGINEERING &amp; CONSTRUCTION</b>			
Administrative Assistant Engineering	1	1	1
Administrative Secretary Engineering	1	1	1
Construction Division Manager	1	1	1
Construction Project Engineer	1	1	1
Contract Administrator	6	6	6
Director of Engineering and Construction	1	1	1
Engineering & Construction Project Coordinator	1	1	1
Engineering Division Manager	1	1	1
Engineering Technician	1	1	1
Environmental Division Manager	1	1	1
Mapping Coordinator	1	1	1
Project Engineer	7	7	8
Right-of-Way Agent	1	2	2
Special Projects Division Manager	1	1	1
Stormwater Compliance Inspector	1	1	1
Stormwater Division Manager	1	1	1
Stormwater Project Engineer	2	2	2
Transportation Division Manager	1	1	1
Utility Relocation Coordinator	0	1	1
<b>Total Full Time:</b>	<b>30</b>	<b>32</b>	<b>33</b>
Intern	2	2	2
<b>Total Seasonal:</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>INFORMATION TECHNOLOGIES</b>			
GIS Analyst	2	0	0
GIS Division Manager	1	1	1
GIS Specialist	1	3	3
SCADA Engineer	1	1	1
<b>Total Full Time:</b>	<b>5</b>	<b>5</b>	<b>5</b>



**City of Broken Arrow**  
**BAMA**  
**FY2026**

Position	Approved 2023-2024	Approved 2024-2025	Proposed 2025-2026
<b>UTILITIES</b>			
Administrative Assistant Utilities	1	1	1
Assistant Utilities Director	1	1	1
Assistant Wastewater Plant Manager	1	1	1
Assistant Water Plant Manager	1	1	1
Line Location Technician	2	3	3
Meter Technician	6	6	6
Meter Technician Superintendent	1	1	1
Repair & Construction Superintendent	1	1	1
Service Order Technician	2	2	2
Sewer Crew Supervisor	5	5	6
Utilities Collection System Crew Chief	1	1	1
Utilities Construction Crew Chief	1	1	1
Utilities Director	1	1	1
Utilities Lift Station Crew Chief	1	1	1
Utilities Line Locate Crew Chief	1	1	1
Utilities Meter Technician Crew Chief	1	1	1
Utilities Preventative Maintenance Crew Chief	1	1	1
Utilities Repairs Crew Chief	1	1	1
Utilities Service Worker	25	25	27
Utilities Systems Manager	1	1	1
Utilities Truck Driver	1	1	1
Wastewater Industrial Tech	1	1	1
Wastewater Plant Manager	1	1	1
Wastewater Plant Mechanic	1	1	1
Wastewater Plant Operator	5	5	5
Water Crew Supervisor	11	11	11
Water Distribution Superintendent	1	1	1
Water Industrial Tech	1	1	1
Water Maintenance Mechanic	2	2	2
Water Plant Manager	1	1	1
Water Plant Operator	9	9	9
Water Reclamation Superintendent	1	1	1
Water Resources Coordinator	1	1	1
Water Treatment Maintenance Crew Chief	1	1	1
Water Quality Technician	2	2	3
<b>Total Full Time:</b>	<b>94</b>	<b>95</b>	<b>99</b>
<b>BAMA FUND TOTALS</b>			
<b>Total Full Time:</b>	<b>284</b>	<b>285</b>	<b>294</b>
<b>Total Seasonal:</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>Total BAMA</b>	<b>287</b>	<b>288</b>	<b>297</b>



# Development of Fiscal Year 2026 and Financial Plan 2027 Operating and Capital Budget

NOVEMBER 12, 2024:	Budget Calendar Distributed. Department Directors and Division Chiefs will have access to budget levels within Munis.
DECEMBER 23, 2024:	All new capital requests are due in Munis with priorities.
DECEMBER 30, 2024:	Personnel changes requested for Fiscal Years 2026 and 2027 with explanations can be submitted to the City Manager, Assistant City Managers(s), Human Resources, and Finance. These changes can be additions, deletions or re-organizational requests.
JANUARY 31, 2025:	Preparation of Operational accounts and Miscellaneous Funds are due. Estimated Actual for Fiscal Year 2025 for all accounts are due. For Fiscal Year 2026 and Financial Plan 2027, all accounts should be completed except for payroll. Complete ONLY Variable Pay and Overtime in payroll. Finance will complete the rest of the payroll accounts for Fiscal Year 2026 and Financial Plan 2027.
	All numbers should be entered in multiples of \$100.
	Department directors to review and propose changes to the Manual of Fees to Assistant City Managers and Finance Director.
FEBRUARY 24, 2025:	Proposed changes to the Manual of Fees for FY26 are due.
WEEK OF FEB 24, 2025:	<b>PRE-BUDGET WEEK</b> – meetings with departments to discuss estimated actuals and discuss any questions prior to meeting with City Manager/ Assistant City Managers
WEEK OF MAR 10, 2025:	<b>BUDGET WEEK</b> – meetings will be scheduled to discuss capital, operating, personnel and changes to the Manual of Fees.
APRIL 25, 2025:	Roll-overs are due.
MAY 2025:	City Manager presents proposed budget and capital requests to the City Council.
JUNE 2025:	City Council reviews proposed budget and capital requests. The Public Hearing will be held. Adoption of the budget, capital requests and approval of resolutions to happen at the City Council meeting.



## ***CITY OF BROKEN ARROW***

### ***ANNUAL BUDGET PROCESS***

The City prepares its annual operating budget on a basis (Budget basis) which differs from Generally Accepted Accounting Principles (GAAP basis). The major difference between GAAP and Budget basis is that encumbrances are recorded as reservations of fund balance on a GAAP basis as opposed to the equivalent of expenditures (Budget basis) in all governmental funds.

The City of Broken Arrow uses modified zero-based budgeting to develop the annual operating budget. This approach requires City Departments to present a basic budget and supplements to the basic budget, which represents program additions or enhancements. The City Council adheres to the following procedures in establishing the budget:

1. The City Manager is responsible for preparing and recommending an operating budget for City Council consideration. The City Manager, working with staff in all Departments, reviews and evaluates all basic budgets and supplemental requests to determine whether they fulfill City Council goals and objectives, improve management effectiveness, or increase productivity. The proposed budget, which the City Manager submits to the City Council, includes recommendations of the program of services, which the City should provide, and which can be financed by the City's projected revenue for the budget year. The Manager must submit a balanced budget for the next fiscal year not later than 30 days prior to the end of the current fiscal year.
2. The City Council considers the Manager's recommended budget in a series of work sessions and in public hearings at which citizen comment is invited. Citizens are encouraged to participate in the budget process. A copy of the proposed budget and the adopted budget are filed in the City Clerk's office and on the City Website. Additional or supplemental information is available upon request.
3. The budget for the next fiscal year is legally enacted by the City Council through passage of a resolution not later than seven days before the beginning of the new budget year.
4. Expenditures may not legally exceed appropriations at the Fund level for each legally adopted annual operating budget. The City Manager/Department Head, without Council approval, may transfer appropriation balances from one expenditure account to another within a Fund/Department of the City. The City Council, however, must approve any transfer of unencumbered appropriation balance or portions thereof from one Fund to another.
5. Annual budgets are legally adopted for all governmental funds. Budgets for the Debt Service Funds are adopted on a basis consistent with Generally Accepted Accounting Principles.
6. At the close of each fiscal year, any unencumbered appropriation balance lapses or reverts to the undesignated fund balance.



## **THE ACCOUNTING PROCESS**

The accounting and reporting policies of the City conform to Generally Accepted Accounting Principles ("GAAP") applicable to state and local governments. Generally Accepted Accounting Principles for local governments include those principles prescribed by the Governmental Accounting Standards Board ("GASB"), which includes all statements and interpretations of the National Council on Governmental Accounting unless modified by the GASB, and those principles prescribed by the American Institute of Certified Public Accountants in the publication entitled Audits of State and Local Governmental Units.

### **GOVERNMENTAL FUNDS**

Governmental funds are used to account for the relatively liquid portion of the City's assets that are not accounted for through proprietary or fiduciary funds, the short-term obligations pertaining thereto and the net balance of these financial resources available for subsequent appropriation and expenditure.

General Fund - The General Fund is the general operating fund of the City. This fund is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specific purposes.

Debt Service Funds - Debt Service Funds are used to account for the accumulation of resources for, and the payment of general long-term debt principal, interest and related costs.

Capital Project Fund - The Capital Projects Fund is used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). They are presented in a separate document.

### **PROPRIETARY FUNDS**

Proprietary Funds are those used to account for the City's ongoing organizations and activities which are similar to those found in the private sector. The measurement focus is upon capital maintenance and upon determination of net income, financial position and changes in financial position.

Enterprise Funds - Enterprise Funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises wherein the intent of the governing body is that the costs (expenses including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes.





## **Glossary and Acronyms**

**Account** – An entity for recording specific revenues or expenditures, or for grouping related or similar classes of revenues and expenditures and recording them within a fund or department.

**Accounting System** – The total structure of records and procedures, which discover, record, classify, summarize and report information on the financial position and results of operations of a government or any of its funds, fund types, balanced account groups, or organizational components.

**Accrual Basis** – The accrual basis of accounting recognizes revenues in the period earned and expenses in the period incurred rather than when cash is received or paid.

**Ad Valorem Taxes** – Commonly referred to as property taxes. These charges are levied on all real and certain personal property according to the property's assessed valuation and the tax rate.

**Appropriation** – A legal authorization granted by the City Council to make expenditures and to incur obligations for specific purposes.

**Assessed Valuation** – A valuation set upon real or personal property by a government as a basis for levying taxes.

**Assets** – Property owned by a governmental unit that has monetary value.

**Audit** – The examination of documents, records, reports, systems of internal control, accounting and financial procedures.

**Audit Report** – The report prepared by an independent auditor.

**Balanced Budget** – The City shall annually adopt a balanced budget in accordance with the Oklahoma Municipal Budget Act (Title 11 Oklahoma Statutes 2006). As such, expenditures may not legally exceed appropriations at the Fund level for each legally adopted annual operating budget (i.e., a fund balance cannot be negative).

**BAEDA** – Broken Arrow Economic Development Authority

**BAMA**- Broken Arrow Municipal Authority





**Bond** – A written promise to pay a sum of money on a specific date at a specified interest rate. The most common type of bonds are general obligation and revenue bonds that are most frequently used for construction of large capital projects.

**Bond Fund** – A fund used to account for the proceeds of general obligation bond issues.

**Bonded Indebtedness** – That portion of indebtedness represented by outstanding bonds.

**Budget** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. The term usually indicates a financial plan for a single fiscal year.

**Budget Document** – The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

**Budget Message** – A general discussion of the proposed budget as presented by the City Manager to the legislative body.

**Budget Year**- July 1 through June 30

**Budgetary Control** – The control or management of a governmental unit in accordance with an approved budget for the purpose of keeping expenditures within the limitation of available appropriations and available revenues.

**Capital Budget** – A plan of proposed capital outlays for the current fiscal period.

**Capital Improvement Fund** – A fund designated for capital budget expenditures.

**Capital Outlay** – Expenditures, which result in the acquisition of or addition to, fixed assets, such as equipment, vehicles, building improvements, or major repairs.

**CDBG** – Community Development Block Grant

**Chart of Accounts** – The classification system used by the City to organize the accounting for various funds.

**C.I.P** – Capital Improvement Plan

**Contingency** – The account of a reasonable reserve in order that temporary losses in income or occasional expenditure emergencies may be met to avoid a cumulative deficit position.





**Debt** – An obligation resulting from the borrowing of money or from the purchase of goods and services.

**Debt Service**– The City’s payment of the principal and interest of general obligation and revenue bonds according to a predetermined payment schedule.

**Debt Service Fund** – A fund established to finance and account for the payment of interest and principal on all general obligation bonds, special assessments, and revenue debt issued or serviced by another governmental entity. This fund was formerly called a sinking fund.

**Deficit**- The excess of the liabilities of a fund over its assets, or the excess of expenditure over revenues during an accounting period.

**Department** – A major administrative division of the City that indicates overall management responsibility for an operation or a group of related operations within a functional area.

**EMS**- Emergency Medical Services

**Encumbrance** – The commitment of appropriated funds to purchase an item or service. They cease to be an encumbrance when paid or when the actual liability is set up

**Ending Fund Balance** – The excess of the fund’s assets and estimated revenues for the period over its liabilities and appropriations for the period.

**Enterprise Fund** – A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. Examples of enterprise funds are those for water, sewer, solid waste or golf course.

**Estimated Revenue** – The amount of projected revenue to be collected during a fiscal year.

**Expenditures** – Decrease in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures

**FEMA** – Federal Emergency Management Agency

**Fiscal Year** – The time period set by the State of Oklahoma and designated by the City signifying the beginning and ending period for recording financial transactions.





**Franchise** – A special privilege granted by a government permitting the continuing use of public property usually involving the elements of monopoly and regulation.

**FT-** Full time employee

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual balances, which are segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions or limitations.

**Fund Balance** – The excess of the fund’s assets and estimated revenues for the period over its liabilities, reserves, and appropriations for the period.

**General Fund** – A fund used to account for all transactions of a governmental unit which are not accounted for in another fund.

**General Obligation Bonds** – Bonds for whose payments the full faith and credit of the issuing body are pledged.

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Governmental Accounting Standards Board

**GFOA-** Government Finance Officers Association

**G.I.S.** – Geographic Information System

**Goal** – A statement of broad direction, purpose or intent based on the needs of the community.

**Governing Body-** City Council

**Grant** - A contribution by one governmental unit to another.

**Infrastructure** – Structure and equipment such as highways, bridges, buildings and public utilities such as water and sewer systems.

**Investments** – Securities and real estate held for the production of income in the form of interest, dividends, or lease payments.

**Liabilities** – Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date.





**Long-Term Debt** – Debt with a maturity of more than one year after the date of issuance.

**Maintenance** – The upkeep of physical properties in condition for use or occupancy.

**Mill** – The property tax rate that is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

**Modified Accrual Accounting** – An alternative bookkeeping method that combines accrual basis accounting and cash basis account. It recognizes revenue when they become available and measurable and with a few exceptions, records expenditures when liabilities are incurred.

**O.D.E.Q.** – Oklahoma Department of Environmental Quality

**O.W.R.B.** – Oklahoma Water Resources Board

**Ordinance** – A formal legislative enactment by the governing body of a municipality.

**Resolution** – A special or temporary order of the City Council requiring less legal formality than an Ordinance or State Statute.

**Refunding**- A system by which a bond issue is redeemed by a new bond issue under conditions generally more favorable to the issuer (lower interest rate; fewer restrictions, etc.).

**Reserve Capital** - A portion of fund balance equal to the average of the forecasted capital expenditures reserved in each fiscal year budget to provide assurance that resources are available to provide for the normal replacement of depreciable assets.

**Reserve Debt** - A portion of fund balance equal to the average annual debt service requirement that has been reserved to provide assurance that resources are available to meet each fiscal year's debt service payment.

**Reserve (deficit)** - The amount by which fund balance does not meet all reserve requirements.

**Reserve-Legal** - A portion of fund balance that is not appropriate for expenditures or is legally segregated for a specific future use.





**Reserve- Operating** - A portion of fund balance that has been reserved in each fiscal year budget to protect service delivery from unexpected revenue loss or expenditure requirement.

**Reserve-Surplus** - A portion of fund balance that is not reserved for any specified purpose and may be appropriated for one-time expenditures as needed.

**Revenue** - Increases net total assets from other than expense refunds, capital contributions, and residual equity transfers. Funds received as income.

**Salaries and Benefits** – Payments direct to full and part-time City of Broken Arrow employees for services performed, including contributions to retirement and pensions, social security, health insurance uniform allowances and related expenses.

**Sales Tax**– A tax levied by the City on retail sales of tangible personal property and some services.

**Special Assessment** – A compulsory levy made by a local government against certain properties to defray part or all of the cost of a specific improvement, which is presumed to be of general benefit to such properties.

**Special Revenue Funds** – An accounting fund type recommended by the Oklahoma Municipal Budget Act to account for the proceeds of specific revenue sources and related expenditures separate and apart from other funds, but for which the specified revenues may be insufficient to meet the related expenditures.

**Tax Increment Finance (TIF)** – The use of incremental sales and property tax in a designated district to be used in accordance with approved plans to finance projects in the district such as facilities, infrastructure, parks, sidewalks and other public improvements.

**Transfer In/Out** – Amounts transferred from one fund to another to help in financing the services and expenditures of the recipient fund.

**Use Tax**– A tax levied by the City of Broken Arrow on out-of-state purchases of tangible personal property that is stored, used or otherwise consumed within the State of Oklahoma by the purchaser.

**Zero-Based Budgeting** – The process of preparing an operating plan or budget that starts with no authorized funds. Each activity to be funded must be justified every time a new budget is prepared.



**City of Broken Arrow**  
**General Fund Budget Compliance Policy**  
**Effective: September 1, 2009**

1. **Purpose:** Establish a policy for ensuring that City complies with the requirements of the annual budget and the economic criteria established by the City Council.
2. **Background:** The City has a specific policy establishing the parameters and actions that should be taken to ensure budget compliance. This policy adjusts the existing policy to answer questions concerning implementation of the policy. The City must balance the needs of its citizens against the cost of doing business and must make both happen while keeping costs within the funds available. To ensure that all members of the City Management Team understand and comply with the financial management goals, this policy will establish the minimum standards for budget compliance, the trigger levels that require action and the actions to be taken at each trigger level. The City must make the best use of its resources to ensure that all citizens receive cost-effective service from the City and that the City remains financially stable.
3. **Policies:**
  - a. All City departments will provide the required services within the financial and personnel constraints established by the annual budget
  - b. The City's General Fund Emergency Reserve Fund Balance will serve as the primary measure for budgetary compliance actions.
  - c. The Emergency Reserve Fund Balance for the General Fund will be ten (10) percent of the preceding year's income excluding transfers.
  - d. When the six-month rolling average of the monthly General Fund Emergency Reserve Fund Balance is one hundred (100) percent or more of the required General Fund Emergency Reserve Fund Balance the departments will comply with the approved budget.
  - e. Triggers and actions for a falling General Fund Emergency Reserve Fund Balance:
    - (1) When the six month average of the monthly General Fund Emergency Reserve Fund Balance is below one hundred (100) percent but more than eighty (80) percent of the required undesignated/unreserved balance the departments will cease all out of state travel, training not required for certification or licensing, hiring personnel for authorized positions that have not been filled and take necessary actions to minimize overtime.
    - (2) When the six-month average of the monthly General Fund Emergency Reserve Fund Balance is at or below eighty (80) percent but more than sixty (60) percent of the required undesignated/unreserved balance the departments will take all actions listed above plus cease all out of town travel, training by outside trainers and a hiring freeze on all positions.
    - (3) When the six month average of the monthly General Fund Emergency Reserve Fund Balance is at or below sixty (60) percent but more than forty (40) percent of the required undesignated/unreserved balance the departments will take all actions listed above plus cease all non-emergency requisitions, limit driving of City vehicles to the minimum possible and identify authorized positions that can be eliminated with minimal impact on mission performance.



**City of Broken Arrow**  
**General Fund Budget Compliance Policy (continued)**  
**Effective: September 1, 2009**

- (4) When the six-month average of the monthly General Fund Emergency Reserve Fund Balance is at or below forty (40) percent but more than twenty (20) percent of the required undesignated/unreserved balance the departments will take all actions listed above plus elimination of authorized positions that were identified in step 3 above.
- f. Triggers and actions for a rising General Fund Emergency Reserve Fund Balance (A rising fund balance is defined as three or more months where the monthly Emergency Reserve Fund Balance increases for each month):
  - (1) When the six-month average of the monthly General Fund Emergency Reserve Fund Balance is at or above forty (40) percent but less than sixty (60) percent of the required undesignated/unreserved balance the departments will return to normal requisition procedures and remove driving limitations on City vehicles.
  - (2) When the six-month average of the monthly General Fund Emergency Reserve Fund Balance is at or above sixty (60) percent but less than eighty (80) percent of the required undesignated/unreserved balance the departments will take all actions listed above plus resume in state travel, resume training by outside trainers and rehire the positions eliminated (if any).
  - (3) When the six month average of the monthly General Fund Emergency Reserve Fund Balance is at or above eighty (80) percent but less than one hundred (100) percent of the required undesignated/unreserved balance the departments will take all actions listed above plus resume all out of town travel, resume training by outside trainers and remove the hiring freeze on all except positions eliminated in the reduction in force.
  - (4) When the six-month average of the monthly General Fund Emergency Reserve Fund Balance is above one hundred (100) percent of the required undesignated/unreserved balance, the departments will be authorized to fill positions eliminated in the reduction in force.
- g. The City Manager may override any portion of the above policy if he/she determines it to be in the best interests of the City.



**City of Broken Arrow**  
**Broken Arrow Municipal Authority (BAMA)**  
**BAMA Fund Budget Compliance Policy**  
**Effective: September 1, 2009**

1. **Purpose:** Establish a policy for ensuring that BAMA complies with the requirements of the annual budget and the economic criteria established by BAMA and the City Council.
2. **Background:** BAMA has a specific policy establishing the parameters and actions that should be taken to ensure budget compliance. This policy adjusts the existing policy to answer questions concerning implementation of the policy. BAMA must balance the needs of its customers against the cost of doing business and must make both happen while keeping costs within the funds available. To ensure that all members of the BAMA Management Team understand and comply with the financial management goals, this policy will establish the minimum standards for budget compliance, the trigger levels that require action and the actions to be taken at each trigger level. BAMA must make the best use of its resources to ensure that all citizens receive cost effective service from BAMA and that BAMA remains financially stable.
3. **Policies:**
  - a. All BAMA departments will provide the required services within the financial and personnel constraints established by the annual budget
  - b. The BAMA Emergency Reserve Fund Balance will serve as the primary measure for budgetary compliance actions.
  - c. The BAMA Emergency Reserve Fund Balance will be equal to six (6) months of expenses for the previous year (July through December) for the Water, Sewer and Sanitation Utilities. It will also include an amount equal to four (4) months of expenses for the previous year (July through October) for the Stormwater Utility.
  - d. The BAMA Emergency Reserve Fund Balance will be calculated excluding all projects associated with bonds, grants or state agency loans. Both the income and expenditures from such projects will not be counted in the BAMA Emergency Reserve Fund Balance.
  - e. When the six-month rolling average of the monthly BAMA Emergency Reserve Fund Balance is one hundred (100) percent or more of the required BAMA Emergency Reserve Fund Balance the departments will comply with the approved budget.
  - f. In the interest of organizational continuity, the BAMA expense reduction actions for steps one and two will be tied to the General Fund Emergency Reserve fund balance percentage for steps one and two when the BAMA Emergency Reserve Fund Balance percentage is higher than the General Fund Emergency Reserve Fund Balance percentage. Subsequent to steps one and two the BAMA Fund managers will follow the steps listed in this policy.
  - g. Triggers and actions for a falling BAMA Emergency Reserve Fund Balance:
    - (1) When the six month rolling average of the monthly BAMA Emergency Reserve Fund Balance is below one hundred (100) percent but more than seventy five (75) percent of the required BAMA Emergency Reserve Fund Balance the departments will cease all out of state travel, training not required for certification or licensing, hiring personnel for authorized positions that have not been filled and take necessary actions to minimize overtime.



**City of Broken Arrow**  
**Broken Arrow Municipal Authority (BAMA)**  
**BAMA Fund Budget Compliance Policy (continued)**  
**Effective: September 1, 2009**

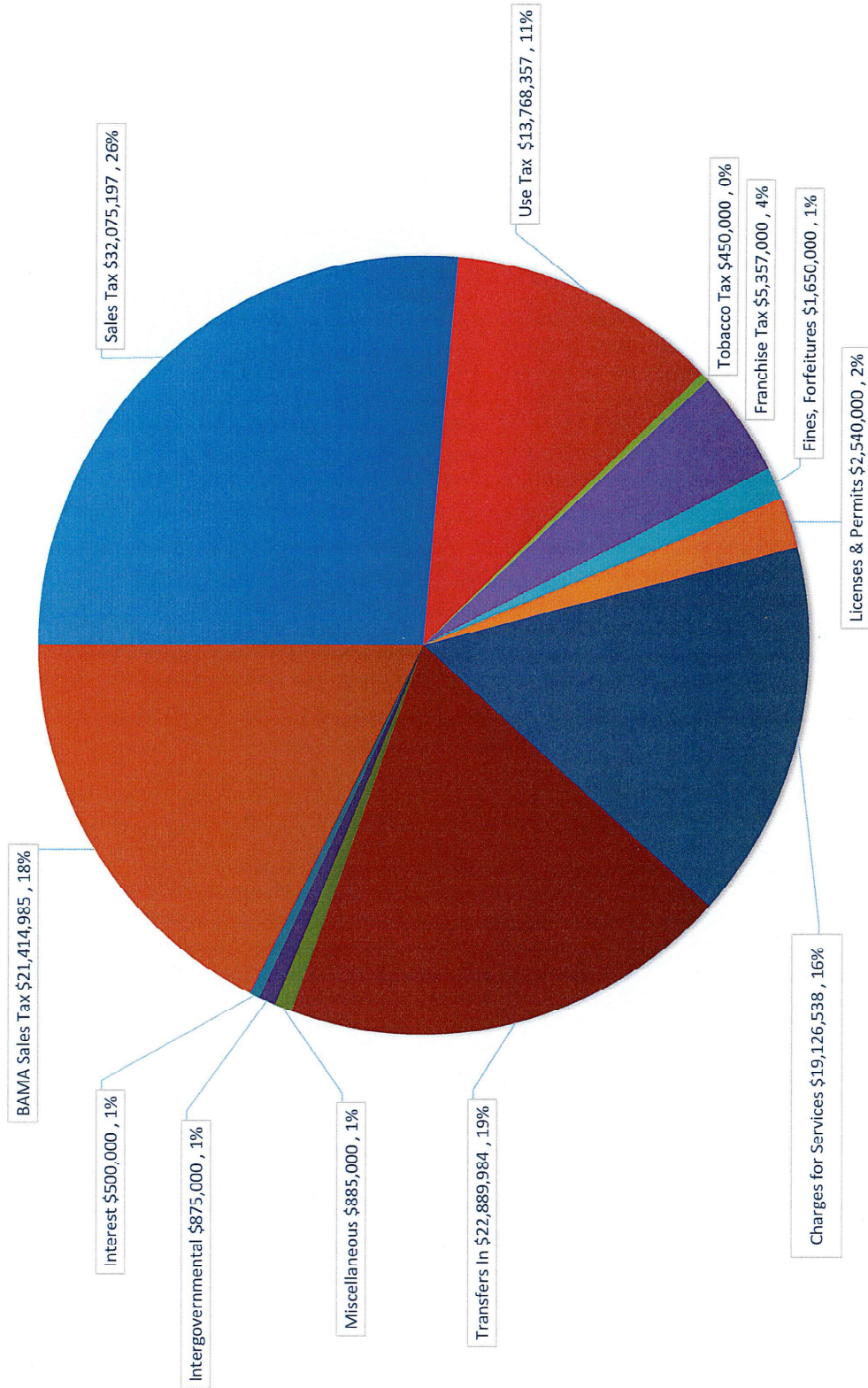
- (2) When the six-month rolling average of the monthly BAMA Emergency Reserve Fund Balance is at or below seventy-five (75) percent but more than fifty (50) percent of the required BAMA Emergency Reserve Fund Balance the departments will take all actions listed above plus cease all out of town travel, training by outside trainers and a hiring freeze on all positions
  - (3) When the six month rolling average of the monthly Emergency Reserve Fund Balance is at or below fifty (50) percent but more than thirty (30) percent of the required Emergency Reserve Fund Balance the departments will take all actions listed above plus cease all non-emergency requisitions, limit driving of BAMA vehicles to the minimum possible and identify authorized positions that can be eliminated with minimal impact on mission performance.
  - (4) When the six-month rolling average of the monthly BAMA Emergency Reserve Fund Balance is at or below thirty (30) percent of the required Emergency Reserve Fund Balance the departments will take all actions listed above plus elimination of authorized positions that were identified in step 3 above.
- h. Triggers and actions for a rising BAMA Emergency Reserve Fund Balance (A rising fund balance is defined as three or more months where the monthly Emergency Reserve Fund Balance increases for each month):
- (1) When the six-month rolling average of the monthly BAMA Emergency Reserve Fund Balance is at or above thirty (30) percent but less than fifty (50) percent of the required Emergency Reserve Fund Balance the departments will return to normal requisition procedures and remove driving limitations on City vehicles.
  - (2) When the six-month rolling average of the monthly BAMA Emergency Reserve Fund Balance is at or above fifty (50) percent but less than seventy five (75) percent of the required Emergency Reserve Fund Balance the departments will take all actions listed above plus resume in state travel, resume training by outside trainers.
  - (3) When the six month rolling average of the monthly Emergency Reserve Fund Balance is at or above seventy five (75) percent but less than one hundred (100) percent of the required Emergency Reserve Fund Balance the departments will take all actions listed above plus resume all out of town travel, resume training by outside trainers and remove the hiring freeze on all except positions eliminated in the reduction in force.
  - (4) When the six-month rolling average of the monthly BAMA Emergency Reserve Fund Balance is above one hundred (100) percent of the required Emergency Reserve Fund Balance the departments will be authorized to fill positions eliminated in the reduction in force.
- i. The City/General Manager may override any portion of the above policy if he/she determines it to be in the best interests of the Authority.



## SECTION 2

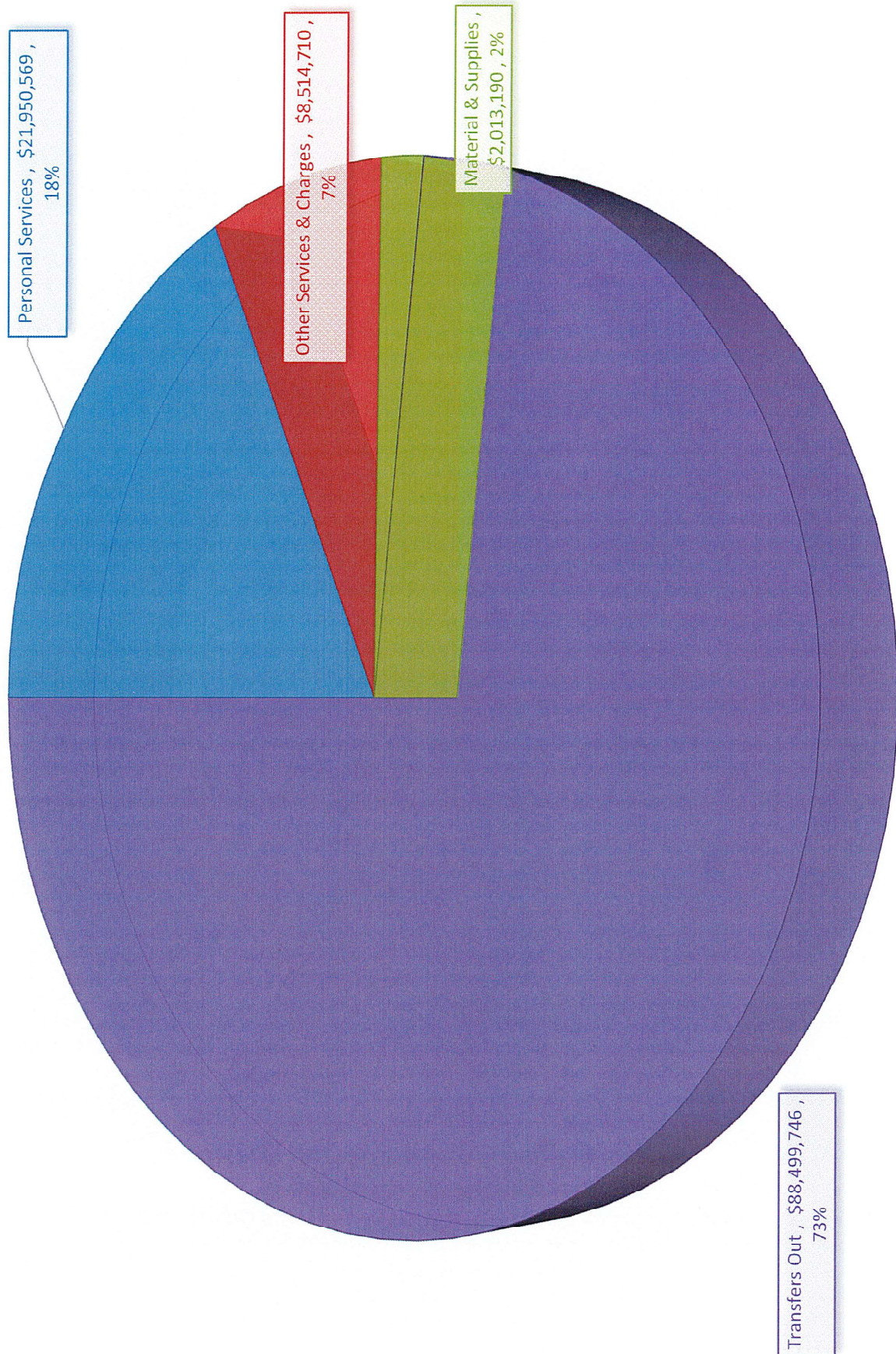


# CITY OF BROKEN ARROW GENERAL FUND RESOURCES FISCAL YEAR 2026





## GENERAL FUND EXPENSES BY CLASSIFICATION FY 2026





**GENERAL FUND REVENUE SUMMARY**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**

DESCRIPTION	ACTUAL 2024	BUDGET 2025	ESTIMATED ACTUAL 2025	BUDGET 2026	FINANCIAL PLAN 2027
<b>Beginning Fund Balance:</b>					
Reserved Fund Balances					
Emergency Reserve Fund Balance	13,874,996	13,792,998	13,792,998	17,485,855	17,755,574
Reserved for Compensated Absences	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Reserved for Capital Projects	14,289,188	19,150,073	19,150,073	11,644,297	11,928,426
<b>Total Reserved Fund Balances</b>	<b>31,164,184</b>	<b>35,943,071</b>	<b>35,943,071</b>	<b>32,130,152</b>	<b>32,684,000</b>
<b>Total Fund Balance</b>	<b>31,164,184</b>	<b>35,943,071</b>	<b>35,943,071</b>	<b>32,130,152</b>	<b>32,684,000</b>
<b>Taxes</b>					
Sales Tax:	30,217,618	30,961,193	31,601,180	32,075,197	33,678,957
Utility	20,170,298	20,665,533	21,098,508	21,414,985	21,736,210
<b>Total Sales Tax</b>	<b>50,387,915</b>	<b>51,626,726</b>	<b>52,699,688</b>	<b>53,490,183</b>	<b>55,415,168</b>
Use Tax	13,908,527	13,676,883	13,564,884	13,768,357	13,974,883
Tobacco Tax	439,527	475,000	445,176	450,000	475,000
Franchise Tax:	4,976,797	5,610,000	5,070,975	5,357,000	5,432,000
<b>Total Taxes</b>	<b>69,712,767</b>	<b>71,388,609</b>	<b>71,780,723</b>	<b>73,065,540</b>	<b>75,297,050</b>
<b>Other Revenues</b>					
Licenses & Permits	2,409,171	1,895,000	2,419,512	2,540,000	2,578,100
Intergovernmental :	824,533	650,000	650,000	875,000	888,125
Charges for Services	15,620,663	16,742,726	18,574,362	19,126,538	19,413,436
Fines, Forfeitures and Assessments	1,559,111	1,003,000	1,621,494	1,650,000	1,674,750
Interest	478,589	300,000	510,000	500,000	507,500
Miscellaneous	1,348,484	1,575,000	1,587,547	885,000	898,275
<b>Total Other Revenues</b>	<b>22,240,552</b>	<b>22,165,726</b>	<b>25,362,915</b>	<b>25,576,538</b>	<b>25,960,186</b>
<b>Total Current Revenues</b>	<b>91,953,318</b>	<b>93,554,335</b>	<b>97,143,638</b>	<b>98,642,078</b>	<b>101,257,236</b>
<b>Other Financing Sources:</b>					
Transfers In	21,505,298	22,315,533	22,748,508	22,889,985	23,211,210
Fund Balance Transfer	-	-	-	-	-
<b>Total Revenues</b>	<b>113,458,616</b>	<b>115,869,868</b>	<b>119,892,146</b>	<b>121,532,064</b>	<b>124,468,446</b>
<b>Current Expenditures</b>					
Personnel Services	18,997,390	16,957,772	16,647,238	21,950,569	22,650,183
Other Services & Charges	5,880,203	7,893,344	7,755,646	8,514,710	8,460,388
Materials & Supplies	1,545,257	1,864,025	1,718,816	2,013,190	2,094,350
<b>Total Current Expenditures</b>	<b>26,422,851</b>	<b>26,715,141</b>	<b>26,121,700</b>	<b>32,478,469</b>	<b>33,204,921</b>
<b>Other Financing Sources (Uses):</b>					
Project Sunset Transfer	-	-	5,684,935	-	-
Transfer Out to BAEDA	600,000	4,725,110	4,725,110	600,000	600,000
Transfers Out	81,656,879	84,321,155	87,173,320	87,899,746	90,583,587
<b>Total Other Financing Sources (Uses):</b>	<b>82,256,879</b>	<b>89,046,265</b>	<b>97,583,365</b>	<b>88,499,746</b>	<b>91,183,587</b>
<b>Total Budget</b>	<b>108,679,729</b>	<b>115,761,406</b>	<b>123,705,065</b>	<b>120,978,215</b>	<b>124,388,508</b>
<b>Net Income</b>	<b>4,778,887</b>	<b>108,462</b>	<b>(3,812,919)</b>	<b>553,848</b>	<b>79,938</b>
<b>Ending Fund Balance:</b>					
Emergency Reserve Fund Balance	13,792,998	14,033,150	17,485,855	17,755,574	15,188,585
Reserved for Compensated Absences	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Reserved for Capital Projects	19,150,073	19,429,140	11,644,297	11,928,426	14,575,353
<b>Ending Fund Balance</b>	<b>35,943,071</b>	<b>36,051,533</b>	<b>32,130,152</b>	<b>32,684,000</b>	<b>32,763,938</b>



**GENERAL FUND  
REVENUE DETAIL  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**

DESCRIPTION	ACTUAL REVENUES 2024	BUDGETED REVENUES 2025	ESTIMATED REVENUES 2025	BUDGETED REVENUES 2026	FINANCIAL PLAN 2027
<b>Franchise Tax</b>					
Electric	2,522,858	2,800,000	2,605,528	2,750,000	2,800,000
Gas	1,578,693	1,875,000	1,619,000	1,700,000	1,725,000
Cable Television	865,568	900,000	840,000	900,000	900,000
Telephone	9,678	35,000	6,447	7,000	7,000
<b>Total Franchise Tax</b>	<b>4,976,797</b>	<b>5,610,000</b>	<b>5,070,975</b>	<b>5,357,000</b>	<b>5,432,000</b>
<b>License and Permits</b>					
Occupational Licenses	334,728	300,000	335,000	340,000	340,000
Peddlers Licenses	-	-	-	-	-
Food Licenses	65,370	45,000	65,000	65,000	65,000
Other Fees	79,140	50,000	32,000	35,000	35,000
Building Permits	1,929,933	1,500,000	1,987,512	2,100,000	2,200,000
<b>Total License and Permits</b>	<b>2,409,171</b>	<b>1,895,000</b>	<b>2,419,512</b>	<b>2,540,000</b>	<b>2,640,000</b>
<b>Intergovernmental</b>					
Intergovernmental	480,412	300,000	325,000	525,000	300,000
Alcoholic Beverage Tax	344,121	350,000	325,000	350,000	350,000
<b>Total Intergovernmental</b>	<b>824,533</b>	<b>650,000</b>	<b>650,000</b>	<b>875,000</b>	<b>650,000</b>
<b>Fines, Forfeitures &amp; Assessments</b>					
Court Fines/Returned Check Fees	1,555,038	1,000,000	1,617,494	1,500,000	1,600,000
Assessment Districts	4,073	3,000	4,000	4,000	4,000
<b>Total Fines</b>	<b>1,559,111</b>	<b>1,003,000</b>	<b>1,621,494</b>	<b>1,504,000</b>	<b>1,604,000</b>
<b>Charges for Services</b>					
Planning and Zoning	177,257	185,000	280,000	225,000	240,000
Sale Of Material	58,296	100,000	60,000	50,000	50,000
BAMA Pilot	4,807,469	5,350,226	5,411,845	5,817,038	5,800,000
Rural Fire Runs	22,695	2,500	31,300	33,000	35,000
Fire Subscriptions	28,273	35,000	36,000	36,000	36,000
Inspection Fees	272,000	285,000	440,000	450,000	450,000
Ambulance Revenue	6,415,647	7,000,000	7,464,480	7,600,000	7,750,000
LifeRide	2,733,326	2,775,000	3,788,375	3,800,000	3,700,000
Farmers Market	47,734	45,000	69,000	65,000	65,000
Special Events	24,747	100,000	45,000	45,000	45,000
Cemetery Fee	263,872	225,000	200,162	225,000	225,000
Animal Control Fees	40,568	55,000	42,000	50,000	50,000
Nuisance Abatement	84,453	50,000	85,000	75,000	75,000
Parks and Recreation	257,454	225,000	240,000	250,000	250,000
Swimming Pools	330,535	250,000	325,000	350,000	350,000
Administrative Fees	17,242	15,000	18,000	18,000	18,000
Cash Over & Short	7,705	-	4,200	2,500	2,500
Juvenile Court	31,390	45,000	34,000	35,000	35,000
<b>Total Charges for Services</b>	<b>15,620,663</b>	<b>16,742,726</b>	<b>18,574,362</b>	<b>19,126,538</b>	<b>19,176,500</b>



**GENERAL FUND**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**REVENUE DETAIL**

DESCRIPTION	ACTUAL REVENUES 2024	BUDGETED REVENUES 2025	ESTIMATED REVENUES 2025	BUDGETED REVENUES 2026	FINANCIAL PLAN 2027
Rental Property	1,243,015	1,300,000	1,400,000	760,000	505,000
Donations	250	-	5,000		-
Miscellaneous	45,407	250,000	115,547	80,000	80,000
Insurance Proceeds	59,812	25,000	67,000	45,000	45,000
<b>Total Miscellaneous</b>	<b>1,348,484</b>	<b>1,575,000</b>	<b>1,587,547</b>	<b>885,000</b>	<b>630,000</b>
BAMA	20,170,298	20,665,533	21,098,508	21,414,985	21,736,210
Convention & Visitors Bureau	275,000	300,000	300,000	300,000	300,000
Street and Alley	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000
Sinking Fund	60,000	250,000	250,000	75,000	75,000
<b>Total Transfers In</b>	<b>21,505,298</b>	<b>22,315,533</b>	<b>22,748,508</b>	<b>22,889,985</b>	<b>23,211,210</b>



**GENERAL FUND BUDGET  
ACTUAL EXPENDITURES  
FISCAL YEAR 2024**

	PERSONNEL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>DEPARTMENT/DIVISION</b>				
<b>CITY ATTORNEY</b>	<b>1,145,535</b>	<b>132,259</b>	<b>29,301</b>	<b>1,307,096</b>
<b>HUMAN RESOURCES</b>	<b>1,026,773</b>	<b>373,046</b>	<b>35,619</b>	<b>1,435,438</b>
<b>INFORMATION TECHNOLOGIES</b>	<b>1,978,134</b>	<b>755,515</b>	<b>19,975</b>	<b>2,753,625</b>
CITY MANAGER	1,111,107	41,527	3,067	1,155,701
COMMUNICATIONS	527,884	36,065	19,332	583,281
ECONOMIC DEVELOPMENT	322,742	100,497	6,182	429,422
<b>TOTAL CITY MANAGER</b>	<b>1,961,734</b>	<b>178,089</b>	<b>28,581</b>	<b>2,168,405</b>
COMMUNITY PERMITTING	1,134,048	368,089	23,468	1,525,606
PLACEMAKING	169,021	2,952	57	172,030
PLANNING & DEVELOPMENT	806,239	70,589	5,154	881,982
NEIGHBORHOOD ENGAGEMENT	1,367,185	89,654	38,823	1,495,661
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>3,476,494</b>	<b>531,284</b>	<b>67,502</b>	<b>4,075,279</b>
<b>FINANCE</b>	<b>1,511,976</b>	<b>189,342</b>	<b>16,207</b>	<b>1,717,525</b>
<b>GENERAL GOVERNMENT</b>	<b>1,577</b>	<b>2,093,097</b>	<b>30,651</b>	<b>2,125,324</b>
<b>CITY/COURT CLERK</b>	<b>835,541</b>	<b>208,226</b>	<b>8,894</b>	<b>1,052,661</b>
STREET	1,985,838	242,489	699,199	2,927,527
SIGNAL MAINTENANCE	443,302	64,923	30,057	538,282
TRAFFIC	-	-	-	-
<b>TOTAL STREET/STORMWATER</b>	<b>2,429,140</b>	<b>307,413</b>	<b>729,256</b>	<b>3,465,809</b>
PARKS	2,412,907	439,007	327,011	3,178,925
MAIN PLACE	-	74,987	5,379	80,366
RECREATION	1,332,067	426,290	171,883	1,930,240
FORESTRY/HORTICULTURE	648,887	65,893	48,065	762,845
HISTORICAL MUSEUM	-	95,680	3,642	99,322
CEMETERY	236,626	10,075	23,290	269,992
<b>TOTAL PARKS</b>	<b>4,630,487</b>	<b>1,111,931</b>	<b>579,271</b>	<b>6,321,689</b>
<b>TOTAL DEPARTMENTAL</b>	<b>18,997,390</b>	<b>5,880,203</b>	<b>1,545,257</b>	<b>26,422,851</b>
TRANSFERS OUT				
BAMA				20,170,298
BAEDA				600,000
PUBLIC SAFETY SALES TAX:				
POLICE				33,480,082
FIRE				28,006,499
<b>TRANSFERS OUT</b>				<b>82,256,879</b>
<b>TOTAL EXPENDITURES/USES</b>	<b>18,997,390</b>	<b>5,880,203</b>	<b>1,545,257</b>	<b>108,679,729</b>



**GENERAL FUND  
BUDGETED EXPENDITURES  
FISCAL YEAR 2025**

	PERSONNEL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>DEPARTMENT/DIVISION</b>				
<b>CITY ATTORNEY</b>	<b>593,557</b>	<b>280,200</b>	<b>56,000</b>	<b>929,757</b>
<b>HUMAN RESOURCES</b>	<b>659,896</b>	<b>686,800</b>	<b>47,200</b>	<b>1,393,896</b>
<b>INFORMATION TECHNOLOGIES</b>	<b>1,036,454</b>	<b>1,072,342</b>	<b>31,400</b>	<b>2,140,196</b>
CITY MANAGER	660,272	55,400	7,250	722,922
COMMUNICATIONS	279,571	116,000	21,775	417,346
ECONOMIC DEVELOPMENT	338,617	180,900	5,000	524,517
<b>TOTAL CITY MANAGER</b>	<b>1,278,460</b>	<b>352,300</b>	<b>34,025</b>	<b>1,664,785</b>
COMMUNITY PERMITTING	1,415,773	466,920	34,500	1,917,193
PLACEMAKING	177,453	4,850	2,500	184,803
PLANNING & DEVELOPMENT	992,379	81,000	9,500	1,082,879
NEIGHBORHOOD ENGAGEMENT	1,487,474	188,915	59,400	1,735,789
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>4,073,079</b>	<b>741,685</b>	<b>105,900</b>	<b>4,920,664</b>
<b>FINANCE</b>	<b>910,898</b>	<b>217,500</b>	<b>19,800</b>	<b>1,148,198</b>
<b>GENERAL GOVERNMENT</b>	<b>7,000</b>	<b>2,655,375</b>	<b>30,900</b>	<b>2,693,275</b>
<b>CITY/COURT CLERK</b>	<b>411,541</b>	<b>266,892</b>	<b>20,300</b>	<b>698,733</b>
STREET	2,060,618	193,700	798,700	3,053,018
SIGNAL MAINTENANCE	533,654	72,150	44,600	650,404
TRAFFIC	-	-	-	-
<b>TOTAL STREET/STORMWATER</b>	<b>2,594,272</b>	<b>265,850</b>	<b>843,300</b>	<b>3,703,422</b>
PARKS	2,679,407	523,200	363,500	3,566,107
MAIN PLACE	-	121,200	7,000	128,200
RECREATION	1,646,709	478,700	196,400	2,321,809
FORESTRY/HORTICULTURE	776,493	74,400	62,400	913,293
HISTORICAL MUSEUM	-	134,800	17,000	151,800
CEMETERY	290,006	22,100	28,900	341,006
<b>TOTAL PARKS</b>	<b>5,392,615</b>	<b>1,354,400</b>	<b>675,200</b>	<b>7,422,215</b>
<b>TOTAL DEPARTMENTAL</b>	<b>16,957,771</b>	<b>7,893,344</b>	<b>1,864,025</b>	<b>26,715,140</b>
TRANSFERS OUT				
BAMA				20,665,533
BAEDA				5,325,110
PUBLIC SAFETY SALES TAX:				
POLICE				34,334,441
FIRE				28,721,181
<b>TRANSFERS OUT</b>				<b>89,046,265</b>
<b>TOTAL EXPENDITURES/USES</b>	<b>16,957,771</b>	<b>7,893,344</b>	<b>1,864,025</b>	<b>115,761,405</b>



**GENERAL FUND  
ESTIMATED ACTUAL  
FISCAL YEAR 2025**

	PERSONNEL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>DEPARTMENT/DIVISION</b>				
<b>CITY ATTORNEY</b>	<b>669,510</b>	<b>150,200</b>	<b>83,500</b>	<b>903,210</b>
<b>HUMAN RESOURCES</b>	<b>669,193</b>	<b>709,575</b>	<b>47,200</b>	<b>1,425,968</b>
<b>INFORMATION TECHNOLOGIES</b>	<b>1,127,481</b>	<b>1,112,794</b>	<b>33,899</b>	<b>2,274,174</b>
CITY MANAGER	680,299	53,400	7,250	740,949
COMMUNICATIONS	292,901	64,900	17,175	374,976
ECONOMIC DEVELOPMENT	349,633	223,400	15,380	588,413
<b>TOTAL CITY MANAGER</b>	<b>1,322,834</b>	<b>341,700</b>	<b>39,805</b>	<b>1,704,339</b>
COMMUNITY PERMITTING	1,177,603	511,620	34,500	1,723,723
PLACEMAKING	175,000	4,850	2,000	181,850
PLANNING & DEVELOPMENT	872,960	81,000	9,500	963,460
NEIGHBORHOOD ENGAGEMENT	1,511,904	188,915	56,900	1,757,719
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>3,737,466</b>	<b>786,385</b>	<b>102,900</b>	<b>4,626,751</b>
<b>FINANCE</b>	<b>1,067,998</b>	<b>254,524</b>	<b>17,850</b>	<b>1,340,372</b>
<b>GENERAL GOVERNMENT</b>	<b>17,157</b>	<b>2,475,042</b>	<b>34,462</b>	<b>2,526,661</b>
<b>CITY/COURT CLERK</b>	<b>426,853</b>	<b>269,161</b>	<b>20,300</b>	<b>716,314</b>
STREET	2,100,564	235,900	615,700	2,952,164
SIGNAL MAINTENANCE	493,927	62,850	57,650	614,427
TRAFFIC	-	-	-	-
<b>TOTAL STREET/STORMWATER</b>	<b>2,594,491</b>	<b>298,750</b>	<b>673,350</b>	<b>3,566,591</b>
PARKS	2,544,254	526,925	367,800	3,438,979
MAIN PLACE	-	84,500	7,000	91,500
RECREATION	1,547,317	508,050	201,000	2,256,367
FORESTRY/HORTICULTURE	658,679	70,400	56,400	785,479
HISTORICAL MUSEUM	-	150,450	12,000	162,450
CEMETERY	264,004	17,190	21,350	302,544
<b>TOTAL PARKS</b>	<b>5,014,254</b>	<b>1,357,515</b>	<b>665,550</b>	<b>7,037,319</b>
<b>TOTAL DEPARTMENTAL</b>	<b>16,647,238</b>	<b>7,755,646</b>	<b>1,718,816</b>	<b>26,121,700</b>
TRANSFERS OUT				
BAMA				21,098,508
BAEDA				5,325,110
PROJECT SUNSET				5,684,935
PUBLIC SAFETY SALES TAX:				
POLICE				35,651,715
FIRE				29,823,097
<b>TRANSFERS OUT</b>				<b>97,583,365</b>
<b>TOTAL EXPENDITURES/USES</b>	<b>16,647,238</b>	<b>7,755,646</b>	<b>1,718,816</b>	<b>123,705,065</b>



**GENERAL FUND BUDGET  
BUDGETED EXPENDITURES  
FISCAL YEAR 2026**

	PERSONNEL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>DEPARTMENT/DIVISION</b>				
<b>CITY ATTORNEY</b>	<b>1,266,699</b>	<b>241,750</b>	<b>59,500</b>	<b>1,567,949</b>
<b>HUMAN RESOURCES</b>	<b>1,376,223</b>	<b>697,700</b>	<b>54,400</b>	<b>2,128,323</b>
<b>INFORMATION TECHNOLOGIES</b>	<b>2,000,807</b>	<b>1,093,310</b>	<b>45,100</b>	<b>3,139,217</b>
CITY MANAGER	1,248,890	58,400	7,750	1,315,040
COMMUNICATIONS	609,496	275,700	25,040	910,236
ECONOMIC DEVELOPMENT	367,202	238,500	11,000	616,702
<b>TOTAL CITY MANAGER</b>	<b>2,225,589</b>	<b>572,600</b>	<b>43,790</b>	<b>2,841,979</b>
COMMUNITY PERMITTING	1,270,087	430,500	18,900	1,719,487
PLACEMAKING	179,471	3,350	600	183,421
PLANNING & DEVELOPMENT	974,659	60,900	3,250	1,038,809
NEIGHBORHOOD ENGAGEMENT	1,593,177	122,500	43,500	1,759,177
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>4,017,393</b>	<b>617,250</b>	<b>66,250</b>	<b>4,700,893</b>
<b>FINANCE</b>	<b>1,975,662</b>	<b>259,000</b>	<b>19,800</b>	<b>2,254,462</b>
<b>GENERAL GOVERNMENT</b>	<b>48,984</b>	<b>2,842,250</b>	<b>37,900</b>	<b>2,929,134</b>
<b>CITY/COURT CLERK</b>	<b>838,680</b>	<b>302,300</b>	<b>19,300</b>	<b>1,160,280</b>
STREET	1,715,724	243,250	704,300	2,663,274
SIGNAL MAINTENANCE	598,293	64,750	58,800	721,843
TRAFFIC	378,473	45,750	165,500	589,723
<b>TOTAL STREET/STORMWATER</b>	<b>2,692,490</b>	<b>353,750</b>	<b>928,600</b>	<b>3,974,840</b>
PARKS	2,755,568	589,600	397,700	3,742,868
MAIN PLACE	-	107,400	7,050	114,450
RECREATION	1,649,098	580,000	223,800	2,452,898
FORESTRY/HORTICULTURE	822,069	77,700	63,500	963,269
HISTORICAL MUSEUM	-	156,800	17,000	173,800
CEMETERY	281,308	23,300	29,500	334,108
<b>TOTAL PARKS</b>	<b>5,508,043</b>	<b>1,534,800</b>	<b>738,550</b>	<b>7,781,393</b>
<b>TOTAL DEPARTMENTAL</b>	<b>21,950,569</b>	<b>8,514,710</b>	<b>2,013,190</b>	<b>32,478,469</b>
TRANSFERS OUT				
BAMA				21,414,985
BAEDA				600,000
PUBLIC SAFETY SALES TAX:				
POLICE				36,201,643
FIRE				30,283,118
<b>TRANSFERS OUT</b>				<b>88,499,746</b>
<b>TOTAL EXPENDITURES/USES</b>	<b>21,950,569</b>	<b>8,514,710</b>	<b>2,013,190</b>	<b>120,978,215</b>



**GENERAL FUND BUDGET  
BUDGETED EXPENDITURES  
FISCAL YEAR 2027**

	PERSONNEL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>DEPARTMENT/DIVISION</b>				
<b>CITY ATTORNEY</b>	<b>1,287,707</b>	<b>251,350</b>	<b>72,500</b>	<b>1,611,557</b>
<b>HUMAN RESOURCES</b>	<b>1,419,798</b>	<b>721,400</b>	<b>59,000</b>	<b>2,200,198</b>
<b>INFORMATION TECHNOLOGIES</b>	<b>2,053,450</b>	<b>1,149,438</b>	<b>40,800</b>	<b>3,243,688</b>
CITY MANAGER	1,278,501	59,400	7,750	1,345,651
COMMUNICATIONS	620,129	92,900	25,550	738,579
ECONOMIC DEVELOPMENT	379,110	238,500	11,000	628,610
<b>TOTAL CITY MANAGER</b>	<b>2,277,740</b>	<b>390,800</b>	<b>44,300</b>	<b>2,712,840</b>
COMMUNITY PERMITTING	1,312,757	468,000	25,750	1,806,507
PLACEMAKING	184,795	4,350	1,250	190,395
PLANNING & DEVELOPMENT	1,008,125	80,500	6,000	1,094,625
NEIGHBORHOOD ENGAGEMENT	1,631,038	138,200	55,000	1,824,238
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>4,136,714</b>	<b>691,050</b>	<b>88,000</b>	<b>4,915,764</b>
<b>FINANCE</b>	<b>2,033,686</b>	<b>268,300</b>	<b>20,000</b>	<b>2,321,986</b>
<b>GENERAL GOVERNMENT</b>	<b>48,984</b>	<b>2,736,350</b>	<b>37,900</b>	<b>2,823,234</b>
<b>CITY/COURT CLERK</b>	<b>864,571</b>	<b>310,300</b>	<b>19,300</b>	<b>1,194,171</b>
STREET	1,781,742	260,450	716,300	2,758,492
SIGNAL MAINTENANCE	612,912	66,500	63,700	743,112
TRAFFIC	386,560	45,750	165,500	597,810
<b>TOTAL STREET/STORMWATER</b>	<b>2,781,213</b>	<b>372,700</b>	<b>945,500</b>	<b>4,099,413</b>
PARKS	2,958,867	606,900	406,600	3,972,367
MAIN PLACE	-	107,900	7,050	114,950
RECREATION	1,677,971	589,500	239,000	2,506,471
FORESTRY/HORTICULTURE	815,514	79,300	67,000	961,814
HISTORICAL MUSEUM	-	161,800	17,000	178,800
CEMETERY	293,968	23,300	30,400	347,668
<b>TOTAL PARKS</b>	<b>5,746,320</b>	<b>1,568,700</b>	<b>767,050</b>	<b>8,082,070</b>
<b>TOTAL DEPARTMENTAL</b>	<b>22,650,183</b>	<b>8,460,388</b>	<b>2,094,350</b>	<b>33,204,921</b>
TRANSFERS OUT				
BAMA				21,736,210
BAEDA				600,000
PUBLIC SAFETY SALES TAX:				
POLICE				37,161,406
FIRE				31,085,972
<b>TRANSFERS OUT</b>				<b>90,583,587</b>
<b>TOTAL EXPENDITURES/USES</b>	<b>22,650,183</b>	<b>8,460,388</b>	<b>2,094,350</b>	<b>123,788,508</b>



# OFFICE OF THE CITY ATTORNEY

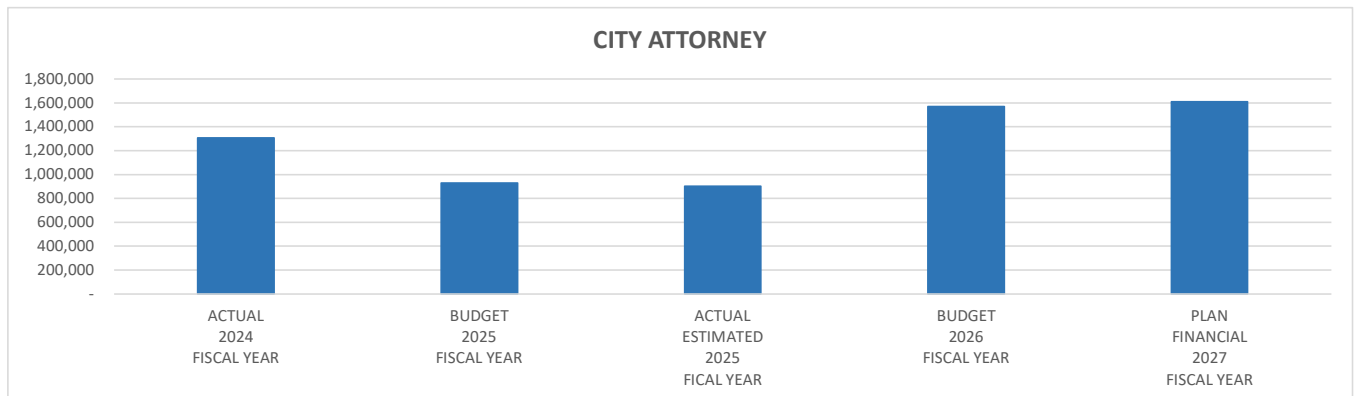
## PURPOSE:

To provide ethical, trustworthy, competent and cost effective legal services to the City Council, City Manager, Boards and Authorities, as well as to the officers and employees of the City. These services include representing the City in all litigation and controversies to which it is a party, managing outside counsel representation as required, preparing ordinances, resolutions and contracts, reviewing bonds, certificates of insurance and other documents of interest to the City.

	FY 2024	FY2025	FY2026
Total Full Time	9	9	9
Total Part Time	0	0	0
Total Seasonal	0	0	0

## FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FICAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	881,896	453,729	533,998	968,610	980,390
EMPLOYEE BENEFITS	263,640	139,827	135,512	298,089	307,317
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,145,535</b>	<b>593,557</b>	<b>669,510</b>	<b>1,266,699</b>	<b>1,287,707</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	103,761	166,000	66,000	120,000	124,000
PROPERTY SERVICES	18,053	90,500	60,500	26,500	28,500
OTHER SERVICES	10,445	23,700	23,700	95,250	98,850
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>132,259</b>	<b>280,200</b>	<b>150,200</b>	<b>241,750</b>	<b>251,350</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>29,301</b>	<b>56,000</b>	<b>83,500</b>	<b>59,500</b>	<b>72,500</b>
<b>TOTAL</b>	<b>1,307,096</b>	<b>929,757</b>	<b>903,210</b>	<b>1,567,949</b>	<b>1,611,557</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
CITY ATTORNEY DEPARTMENT**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101010-510040	REGULAR	879,934	447,329	531,798	961,960	976,390
1101010-510050	VARIABLE PAY PROGRAM	-	2,000	1,200	2,000	2,000
1101010-510080	PART TIME & TEMPORARY	-	2,650	-	2,650	-
1101010-510110	OVERTIME	1,961	1,750	1,000	2,000	2,000
<b>SALARIES AND WAGES</b>		<b>881,896</b>	<b>453,729</b>	<b>533,998</b>	<b>968,610</b>	<b>980,390</b>
1101010-520100	LONGEVITY	3,200	1,750	1,800	4,000	5,400
1101010-520120	EDUCATION/PERFORMANCE	50	-	300	900	-
1101010-520210	SOCIAL SECURITY	66,756	34,710	40,989	73,138	75,000
1101010-520220	RETIREMENT	89,091	45,373	53,400	97,262	98,039
1101010-520260	INSURANCE	98,783	54,994	35,729	117,027	122,879
1101010-520410	CELL PHONE ALLOWANCE	5,760	3,000	3,295	5,761	6,000
<b>EMPLOYEE BENEFITS</b>		<b>263,640</b>	<b>139,827</b>	<b>135,512</b>	<b>298,089</b>	<b>307,317</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,145,535</b>	<b>593,557</b>	<b>669,510</b>	<b>1,266,699</b>	<b>1,287,707</b>
1101010-530080	OUTSIDE LEGAL COUNSEL	92,746	150,000	50,000	100,000	100,000
1101010-530110	REG. FEES & CERTIFICATION	7,118	8,000	8,000	10,000	11,500
1101010-530850	MEMBERSHIP DUES	3,897	8,000	8,000	10,000	12,500
1101010-530870	PROFESSIONAL SERVICES	-	-	-	-	-
<b>PROF &amp; TECH SERVICES</b>		<b>103,761</b>	<b>166,000</b>	<b>66,000</b>	<b>120,000</b>	<b>124,000</b>
1101010-540280	MISC CONTRACT SERVICES	11,539	80,000	50,000	10,000	10,000
1101010-540330	OTHER RENTAL	2,331	3,500	3,500	5,500	6,500
1101010-540550	MAINTENANCE SERVICES	4,183	7,000	7,000	11,000	12,000
<b>PROPERTY SERVICES</b>		<b>18,053</b>	<b>90,500</b>	<b>60,500</b>	<b>26,500</b>	<b>28,500</b>
1101010-550030	TRAVEL & EXPENSES	8,037	18,500	18,500	20,000	22,500
1101010-550280	CONTRACT SERVICES	-	-	-	70,000	70,000
1101010-550370	TEMPORARY SERVICES	-	-	-	-	-
1101010-550390	POSTAGE	-	200	200	250	350
1101010-550540	OUTSIDE DATA SERVICES	2,408	5,000	5,000	5,000	6,000
1101010-550860	MISCELLANEOUS	-	-	-	-	-
<b>OTHER SERVICES</b>		<b>10,445</b>	<b>23,700</b>	<b>23,700</b>	<b>95,250</b>	<b>98,850</b>
1101010-560030	OFFICE SUPPLIES	1,215	6,500	6,500	6,500	7,500
1101010-560230	MATERIAL & SUPPLIES	936	2,000	2,000	2,000	2,500
1101010-560240	OTHER EQUIPMENT	2,017	17,500	50,000	16,000	22,500
1101010-560280	BOOKS, MAGS, & SUBSCRIPT.	25,133	30,000	25,000	35,000	40,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>29,301</b>	<b>56,000</b>	<b>83,500</b>	<b>59,500</b>	<b>72,500</b>
<b>CITY ATTORNEY</b>		<b>1,307,096</b>	<b>929,757</b>	<b>903,210</b>	<b>1,567,949</b>	<b>1,611,557</b>



## HUMAN RESOURCES DEPARTMENT

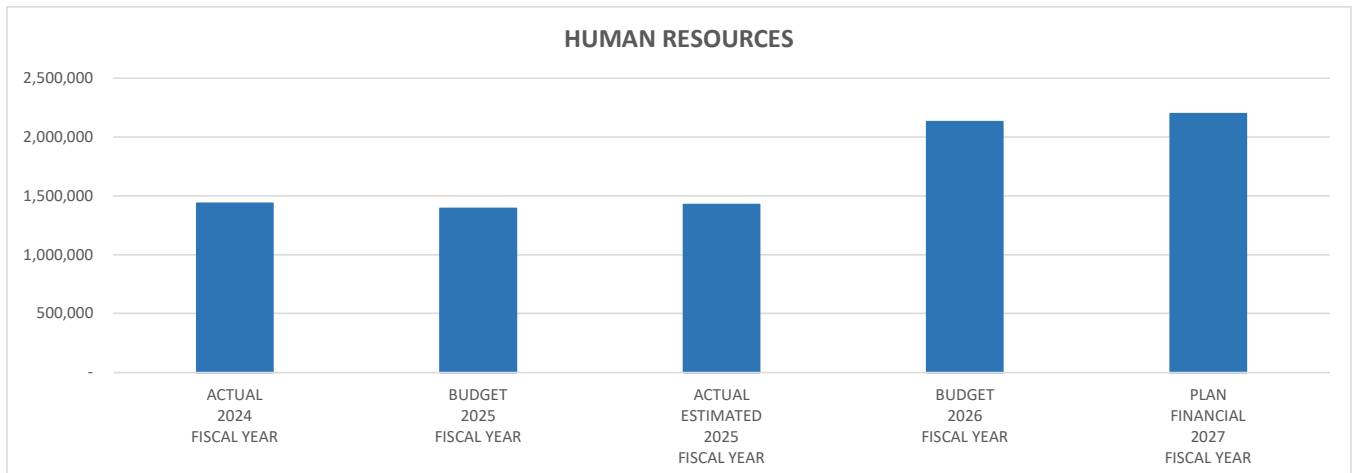
### PURPOSE:

Human Resources provides services to the City and its employees by assisting in the hiring and onboarding of new employees, maintaining accurate employee records, administering employee benefit plans and providing training opportunities. In addition, Human Resources works to maintain safe work conditions for the employees of the City of Broken Arrow by educating staff on safety practices and policies.

	<b>FY 2024</b>	<b>FY2025</b>	<b>FY2026</b>
<b>Total Full Time</b>	<b>11</b>	<b>12</b>	<b>12</b>
<b>Total Part Time</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FINANCIAL HIGHLIGHTS

	<b>FISCAL YEAR 2024 ACTUAL</b>		<b>FISCAL YEAR 2025 BUDGET</b>		<b>FISCAL YEAR 2025 ESTIMATED ACTUAL</b>		<b>FISCAL YEAR 2026 BUDGET</b>		<b>FISCAL YEAR 2027 FINANCIAL PLAN</b>
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	738,821		475,285		465,421		970,927		988,378
EMPLOYEE BENEFITS	287,953		184,611		203,772		405,296		431,420
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,026,773</b>		<b>659,896</b>		<b>669,193</b>		<b>1,376,223</b>		<b>1,419,798</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	288,235		404,700		424,775		380,400		396,000
PROPERTY SERVICES	40,539		202,600		205,300		235,500		239,800
OTHER SERVICES	44,271		79,500		79,500		81,800		85,600
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>373,046</b>		<b>686,800</b>		<b>709,575</b>		<b>697,700</b>		<b>721,400</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>35,619</b>		<b>47,200</b>		<b>47,200</b>		<b>54,400</b>		<b>59,000</b>
<b>TOTAL</b>	<b>1,435,438</b>		<b>1,393,896</b>		<b>1,425,968</b>		<b>2,128,323</b>		<b>2,200,198</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
HUMAN RESOURCES DEPARTMENT**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101102-510040	REGULAR	728,864	461,535	451,671	943,427	957,578
1101102-510050	VARIABLE PAY PROGRAM	-	1,250	1,250	2,500	2,800
1101102-510110	OVERTIME	9,956	12,500	12,500	25,000	28,000
1101102-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>738,821</b>	<b>475,285</b>	<b>465,421</b>	<b>970,927</b>	<b>988,378</b>
1101102-520100	LONGEVITY	4,400	2,300	1,700	4,000	4,700
1101102-520120	EDUCATION/PERFORMANCE	3,475	1,725	1,545	2,700	4,500
1101102-520210	SOCIAL SECURITY	54,971	33,873	35,853	68,731	75,611
1101102-520220	RETIREMENT	73,937	44,279	46,542	95,493	98,838
1101102-520260	INSURANCE	147,089	100,234	115,387	229,573	241,051
1101102-520410	CELL PHONE ALLOWANCE	4,080	2,200	2,745	4,800	6,720
<b>EMPLOYEE BENEFITS</b>		<b>287,953</b>	<b>184,611</b>	<b>203,772</b>	<b>405,296</b>	<b>431,420</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,026,773</b>	<b>659,896</b>	<b>669,193</b>	<b>1,376,223</b>	<b>1,419,798</b>
1101102-530020	PHYSICAL EXAMS	35,628	41,600	30,000	46,800	50,000
1101102-530110	REG. FEES & CERTIFICATION	13,868	25,500	25,500	31,300	34,000
1101102-530850	MEMBERSHIP DUES	5,872	20,400	20,400	20,900	22,000
1101102-530870	PROFESSIONAL SERVICES	232,868	317,200	348,875	281,400	290,000
<b>PROF &amp; TECH SERVICES</b>		<b>288,235</b>	<b>404,700</b>	<b>424,775</b>	<b>380,400</b>	<b>396,000</b>
1101102-540200	VEHICLE REPAIR	-	1,000	1,000	2,000	4,000
1101102-540280	MISC CONTRACT SERVICES	6,005	-	1,200	1,000	1,000
1101102-540330	OTHER RENTAL	4,556	42,500	44,000	46,300	46,300
1101102-540550	MAINTENANCE SERVICES	29,978	159,100	159,100	186,200	188,500
<b>PROPERTY SERVICES</b>		<b>40,539</b>	<b>202,600</b>	<b>205,300</b>	<b>235,500</b>	<b>239,800</b>
1101102-550030	TRAVEL & EXPENSES	7,792	21,300	21,300	15,900	18,000
1101102-550050	LEGAL PUBLICATIONS	-	2,000	2,000	2,000	2,000
1101102-550220	TELEPHONE	-	500	500	-	-
1101102-550280	CONTRACT SERVICES	-	-	-	6,500	7,000
1101102-550360	PRINTING SERVICES	1,882	3,700	3,700	4,600	5,000
1101102-550540	OUTSIDE DATA SERVICES	2,134	2,400	2,400	5,900	5,600
1101102-550890	EMPLOYEE/CITIZEN ACTIVITY	32,463	49,600	49,600	46,900	48,000
<b>OTHER SERVICES</b>		<b>44,271</b>	<b>79,500</b>	<b>79,500</b>	<b>81,800</b>	<b>85,600</b>
1101102-560030	OFFICE SUPPLIES	7,104	21,000	21,000	20,200	22,000
1101102-560100	UNIFORMS	-	-	-	-	-
1101102-560190	TIRES	-	500	500	1,000	2,000
1101102-560200	VEHICLE MAIN	-	500	500	2,000	2,000
1101102-560210	FUEL	177	500	500	2,000	2,000
1101102-560230	MATERIAL & SUPPLIES	8,655	4,800	4,800	9,900	10,000
1101102-560240	OTHER EQUIPMENT	19,216	19,300	19,300	18,700	20,000
1101102-560280	BOOKS, MAGS, & SUBSCRIPT	468	600	600	600	1,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>35,619</b>	<b>47,200</b>	<b>47,200</b>	<b>54,400</b>	<b>59,000</b>
<b>HUMAN RESOURCES</b>		<b>1,435,438</b>	<b>1,393,896</b>	<b>1,425,968</b>	<b>2,128,323</b>	<b>2,200,198</b>



## INFORMATION TECHNOLOGIES DEPARTMENT

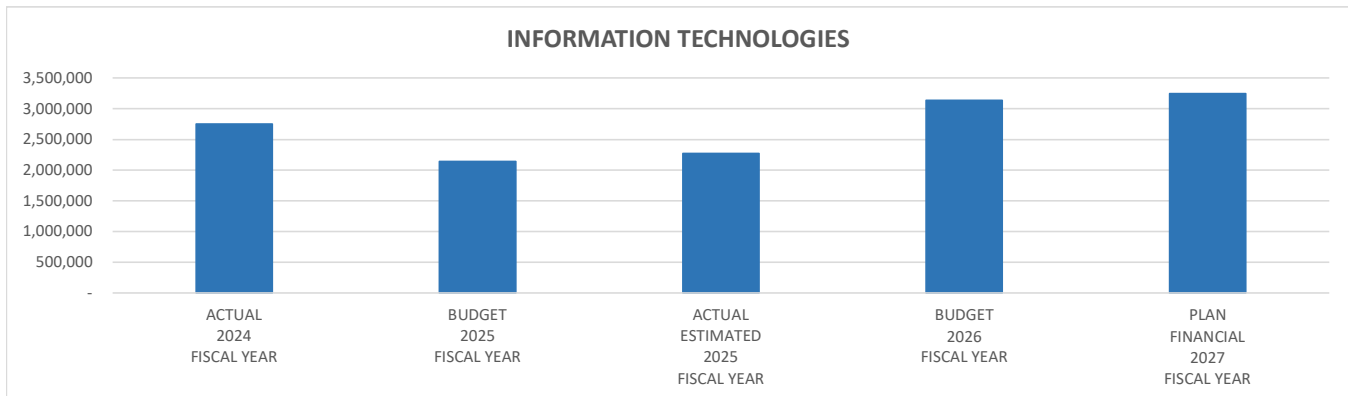
### PURPOSE:

The Information Technologies Department provides effective, professional and innovative solutions to the changing information needs of the City's administration and departments through the development and applications of an overall solution to the various technology needs of the City as well as providing operational support for all computer systems and software obtained by the City. Information Services also coordinates and works with the various departments of the City in addressing telephone and radio communication needs.

	<b>FY 2024</b>	<b>FY2025</b>	<b>FY2026</b>
<b>Total Full Time</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b>Total Part Time</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	1,468,159		759,384		833,601		1,461,835		1,488,059
EMPLOYEE BENEFITS	509,975		277,069		293,881		538,971		565,392
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,978,134</b>		<b>1,036,454</b>		<b>1,127,481</b>		<b>2,000,807</b>		<b>2,053,450</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	26,203		118,439		85,439		79,550		86,500
PROPERTY SERVICES	690,177		903,503		976,955		972,860		1,021,438
OTHER SERVICES	39,136		50,400		50,400		40,900		41,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>755,515</b>		<b>1,072,342</b>		<b>1,112,794</b>		<b>1,093,310</b>		<b>1,149,438</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>19,975</b>		<b>31,400</b>		<b>33,899</b>		<b>45,100</b>		<b>40,800</b>
<b>TOTAL</b>	<b>2,753,625</b>		<b>2,140,196</b>		<b>2,274,174</b>		<b>3,139,217</b>		<b>3,243,688</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
INFORMATION TECHNOLOGIES DEPARTMENT**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101200-510040	REGULAR	1,369,822	712,434	783,651	1,414,885	1,436,109
1101200-510050	VARIABLE PAY PROGRAM	-	1,950	1,950	1,950	1,950
1101200-510110	OVERTIME	98,337	45,000	48,000	45,000	50,000
1101200-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>1,468,159</b>	<b>759,384</b>	<b>833,601</b>	<b>1,461,835</b>	<b>1,488,059</b>
1101200-520100	LONGEVITY	6,300	3,600	2,500	6,400	8,000
1101200-520120	EDUCATION/PERFORMANCE	1,500	750	750	-	1,500
1101200-520210	SOCIAL SECURITY	110,274	58,093	63,770	107,325	113,836
1101200-520220	RETIREMENT	148,936	75,938	83,360	146,339	148,806
1101200-520260	INSURANCE	229,562	132,263	136,910	266,428	279,749
1101200-520410	CELL PHONE ALLOWANCE	13,404	6,425	6,590	12,480	13,500
<b>EMPLOYEE BENEFITS</b>		<b>509,975</b>	<b>277,069</b>	<b>293,881</b>	<b>538,971</b>	<b>565,392</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,978,134</b>	<b>1,036,454</b>	<b>1,127,481</b>	<b>2,000,807</b>	<b>2,053,450</b>
1101200-530110	REG. FEES & CERTIFICATION	20,232	57,300	57,300	53,200	55,000
1101200-530850	MEMBERSHIP DUES	527	1,139	1,139	1,350	1,500
1101200-530870	PROFESSIONAL SERVICES	5,444	60,000	27,000	25,000	30,000
<b>PROF &amp; TECH SERVICES</b>		<b>26,203</b>	<b>118,439</b>	<b>85,439</b>	<b>79,550</b>	<b>86,500</b>
1101200-540070	PROPERTY MAINTENANCE	5,491	2,500	2,500	1,500	1,500
1101200-540200	VEHICLE REPAIR	-	1,000	1,000	1,800	1,800
1101200-540280	MISC CONTRACT SERVICES	1,779	-	6,700	2,200	2,500
1101200-540330	OTHER RENTAL	1,050	1,000	2,200	2,300	2,400
1101200-540500	RADIO MAINTENANCE	-	-	-	1,500	1,500
1101200-540550	MAINTENANCE SERVICES	681,858	899,003	964,555	963,560	1,011,738
<b>PROPERTY SERVICES</b>		<b>690,177</b>	<b>903,503</b>	<b>976,955</b>	<b>972,860</b>	<b>1,021,438</b>
1101200-550030	TRAVEL & EXPENSES	17,645	29,400	29,400	22,500	23,000
1101200-550240	UTILITIES (ONG)	2,650	3,000	3,000	3,000	3,000
1101200-550250	UTILITIES	-	-	-	2,000	2,000
1101200-550540	OUTSIDE DATA SERVICES	18,841	18,000	18,000	13,400	13,500
<b>OTHER SERVICES</b>		<b>39,136</b>	<b>50,400</b>	<b>50,400</b>	<b>40,900</b>	<b>41,500</b>
1101200-560030	OFFICE SUPPLIES	130	2,000	2,000	2,000	2,000
1101200-560100	UNIFORMS	-	-	-	2,000	1,000
1101200-560190	TIRES & TUBES	-	1,000	1,000	3,000	1,000
1101200-560200	VEHICLE REPAIR PARTS	1,772	600	600	1,800	1,800
1101200-560210	FUEL & LUBRICANTS	4,389	4,800	4,800	5,800	6,000
1101200-560230	MATERIAL & SUPPLIES	11,909	12,000	12,000	16,500	16,500
1101200-560240	OTHER EQUIPMENT	1,430	11,000	13,499	11,500	10,000
1101200-560280	BOOKS, MAGS, & SUBSCRIPT.	-	-	-	1,000	1,000
1101200-560500	RADIO MAINTENANCE	344	-	-	1,500	1,500
<b>MATERIAL &amp; SUPPLIES</b>		<b>19,975</b>	<b>31,400</b>	<b>33,899</b>	<b>45,100</b>	<b>40,800</b>
<b>INFORMATION SERVICES</b>		<b>2,753,625</b>	<b>2,140,196</b>	<b>2,274,174</b>	<b>3,139,217</b>	<b>3,243,688</b>



## CITY MANAGER

**DIVISIONS:**

City Manager  
Economic Development

Communications

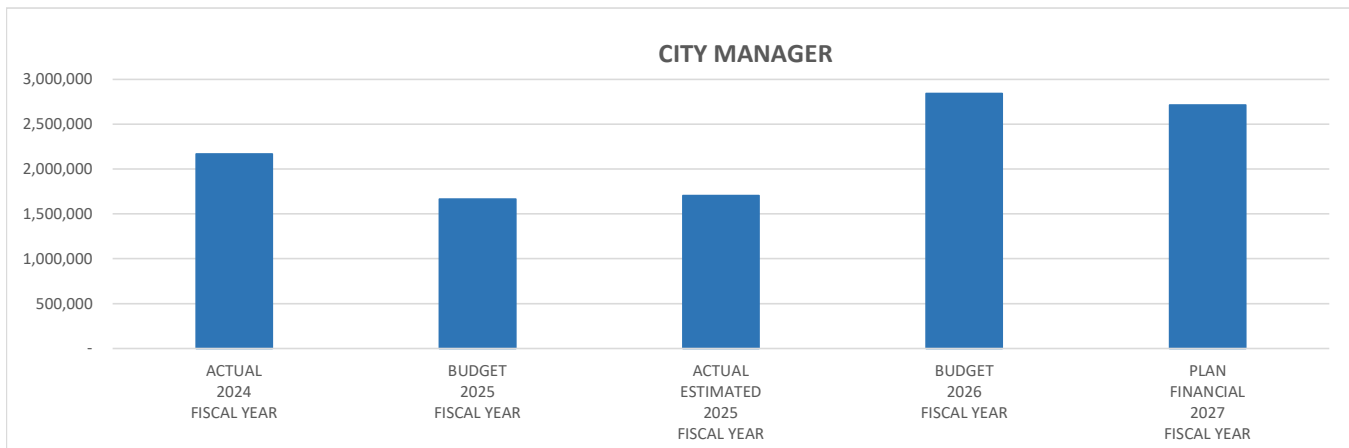
**PURPOSE:**

To serve as the Chief Executive Officer of the City of Broken Arrow providing for the oversight and administration of all City departments, directing the implementation of policies and programs adopted by the City Council, resolving citizen concerns, representing the City within the community, region and state as required and recommending the annual budget and policy recommendations for consideration by the City Council. The City Manager's office is also responsible for communications of City business and plans and the coordination of major projects.

	<b>FY 2024</b>	<b>FY2025</b>	<b>FY2026</b>
<b>Total Full Time</b>	<b>14</b>	<b>14</b>	<b>14</b>
<b>Total Part Time</b>	<b>0</b>	<b>0</b>	<b>0</b>

**FINANCIAL HIGHLIGHTS**

	<b>FISCAL YEAR 2024 ACTUAL</b>	<b>FISCAL YEAR 2025 BUDGET</b>	<b>FISCAL YEAR 2025 ESTIMATED ACTUAL</b>	<b>FISCAL YEAR 2026 BUDGET</b>	<b>FISCAL YEAR 2027 FINANCIAL PLAN</b>
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	1,413,551	918,656	892,578	1,595,985	1,616,489
EMPLOYEE BENEFITS	548,183	359,804	430,255	629,604	661,251
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,961,734</b>	<b>1,278,460</b>	<b>1,322,834</b>	<b>2,225,589</b>	<b>2,277,740</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	40,960	114,500	135,500	308,200	143,200
PROPERTY SERVICES	87,949	136,800	138,000	115,500	116,500
OTHER SERVICES	49,180	101,000	68,200	148,900	131,100
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>178,089</b>	<b>352,300</b>	<b>341,700</b>	<b>572,600</b>	<b>390,800</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>28,581</b>	<b>34,025</b>	<b>39,805</b>	<b>43,790</b>	<b>44,300</b>
<b>TOTAL</b>	<b>2,168,405</b>	<b>1,664,785</b>	<b>1,704,339</b>	<b>2,841,979</b>	<b>2,712,840</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
CITY MANAGER DEPARTMENT  
City Manager's Office**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101300-510040	REGULAR	809,955	481,196	439,798	913,159	926,856
1101300-510050	VARIABLE PAY PROGRAM	-	2,500	2,500	2,500	2,500
1101300-510080	PART TIME & TEMPORARY	-	-	-	-	-
1101300-510110	OVERTIME	3,792	1,800	3,000	1,800	1,800
<b>SALARIES AND WAGES</b>		<b>813,746</b>	<b>485,496</b>	<b>445,298</b>	<b>917,459</b>	<b>931,156</b>
1101300-520100	LONGEVITY	8,025	4,200	4,200	5,000	9,300
1101300-520210	SOCIAL SECURITY	53,942	37,462	34,065	61,335	71,233
1101300-520220	RETIREMENT	124,046	66,050	125,000	132,822	128,116
1101300-520260	INSURANCE	89,047	55,065	59,550	109,234	114,695
1101300-520400	CAR ALLOWANCE	13,800	6,900	6,900	13,800	13,800
1101300-520410	CELL PHONE ALLOWANCE	8,500	5,100	5,286	9,240	10,200
<b>EMPLOYEE BENEFITS</b>		<b>297,360</b>	<b>174,777</b>	<b>235,001</b>	<b>331,431</b>	<b>347,344</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,111,107</b>	<b>660,272</b>	<b>680,299</b>	<b>1,248,890</b>	<b>1,278,501</b>
1101300-530110	REG. FEES & CERTIFICATION	8,730	10,000	10,000	12,000	12,000
1101300-530850	MEMBERSHIP DUES	2,200	3,500	3,500	3,500	3,500
1101300-530870	PROFESSIONAL SERVICES	-	-	-	-	-
<b>PROF &amp; TECH SERVICES</b>		<b>10,930</b>	<b>13,500</b>	<b>13,500</b>	<b>15,500</b>	<b>15,500</b>
1101300-540550	MAINTENANCE SERVICES	4,714	6,000	6,000	7,000	8,000
<b>PROPERTY SERVICES</b>		<b>4,714</b>	<b>6,000</b>	<b>6,000</b>	<b>7,000</b>	<b>8,000</b>
1101300-550030	TRAVEL & EXPENSES	23,107	30,000	28,000	30,000	30,000
1101300-550220	TELEPHONE	620	1,200	1,200	1,200	1,200
1101300-550360	PRINTING	-	1,700	1,700	1,700	1,700
1101300-550540	OUTSIDE DATA SERVICES	96	-	3,000	3,000	3,000
1101300-550860	MISCELLANEOUS	2,060	3,000	-	-	-
<b>OTHER SERVICES</b>		<b>25,883</b>	<b>35,900</b>	<b>33,900</b>	<b>35,900</b>	<b>35,900</b>
1101300-560030	OFFICE SUPPLIES	1,429	1,600	1,600	1,600	1,600
1101300-560230	MATERIAL & SUPPLIES	964	2,500	2,500	3,000	3,000
1101300-560240	OTHER EQUIPMENT	628	3,000	3,000	3,000	3,000
1101300-560280	BOOKS, MAGS, & SUBSCRIPT.	46	150	150	150	150
<b>MATERIAL &amp; SUPPLIES</b>		<b>3,067</b>	<b>7,250</b>	<b>7,250</b>	<b>7,750</b>	<b>7,750</b>
<b>CITY MANAGER</b>		<b>1,155,701</b>	<b>722,922</b>	<b>740,949</b>	<b>1,315,040</b>	<b>1,345,651</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
CITY MANAGER DEPARTMENT  
Communications Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101310-510040	REGULAR	365,008	192,432	197,931	414,995	421,220
1101310-510050	VARIABLE PAY	-	600	-	600	600
1101310-510110	OVERTIME	5,267	2,000	4,500	5,000	2,000
1101310-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>370,275</b>	<b>195,032</b>	<b>202,431</b>	<b>420,595</b>	<b>423,820</b>
1101310-520100	LONGEVITY	-	-	500	1,700	2,500
1101310-520120	EDUCATION/PERFORMANCE	-	-	-	-	-
1101310-520210	SOCIAL SECURITY	27,209	14,920	15,486	30,628	32,422
1101310-520220	RETIREMENT	37,174	19,503	20,243	42,149	42,382
1101310-520260	INSURANCE	90,627	48,676	52,041	109,624	115,105
1101310-520410	CELL PHONE ALLOWANCE	2,600	1,440	2,200	4,800	3,900
<b>EMPLOYEE BENEFITS</b>		<b>157,610</b>	<b>84,539</b>	<b>90,470</b>	<b>188,901</b>	<b>196,309</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>527,884</b>	<b>279,571</b>	<b>292,901</b>	<b>609,496</b>	<b>620,129</b>
1101310-530110	REG. FEES & CERTIFICATION	9,953	2,800	2,800	3,500	3,500
1101310-530850	MEMBERSHIP DUES	-	200	200	200	200
1101310-530870	PROFESSIONAL SERVICES	79	54,000	30,000	200,000	35,000
<b>PROF &amp; TECH SERVICES</b>		<b>10,032</b>	<b>57,000</b>	<b>33,000</b>	<b>203,700</b>	<b>38,700</b>
1101310-540200	VEHICLE REPAIR	-	-	200	500	500
1101310-540550	MAINTENANCE SERVICES	16,204	18,000	18,000	40,000	40,000
<b>PROPERTY SERVICES</b>		<b>16,204</b>	<b>18,000</b>	<b>18,200</b>	<b>40,500</b>	<b>40,500</b>
1101310-550030	TRAVEL & EXPENSES	5,148	6,600	5,000	4,500	5,000
1101310-550360	PRINTING SERVICES	4,201	13,400	6,700	24,000	6,700
1101310-550390	POSTAGE	-	19,500	500	1,500	500
1101310-550540	OUTSIDE DATA SERVICES	480	1,500	1,500	1,500	1,500
<b>OTHER SERVICES</b>		<b>9,829</b>	<b>41,000</b>	<b>13,700</b>	<b>31,500</b>	<b>13,700</b>
1101310-560030	OFFICE SUPPLIES	-	200	200	200	200
1101310-560100	UNIFORMS	440	500	500	500	500
1101310-560200	VEHICLE REPAIR SUPPLIES	79	-	500	500	500
1101310-560210	FUEL & LUBRICANTS	1,420	575	575	610	650
1101310-560230	MATERIAL & SUPPLIES	866	1,000	1,200	1,000	1,200
1101310-560240	OTHER EQUIPMENT	15,392	17,300	12,000	17,230	17,500
1101310-560280	BOOKS, MAGS, & SUBSCRIPT.	1,136	2,200	2,200	5,000	5,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>19,332</b>	<b>21,775</b>	<b>17,175</b>	<b>25,040</b>	<b>25,550</b>
<b>COMMUNICATIONS</b>		<b>583,281</b>	<b>417,346</b>	<b>374,976</b>	<b>910,236</b>	<b>738,579</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
CITY MANAGER DEPARTMENT  
Economic Development Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101315-510040	REGULAR	213,309	218,929	225,649	238,731	242,312
1101315-510050	VARIABLE PAY	-	1,200	1,200	1,200	1,200
1101315-510110	OVERTIME	16,221	18,000	18,000	18,000	18,000
SALARIES AND WAGES		<u>229,530</u>	<u>238,129</u>	<u>244,849</u>	<u>257,931</u>	<u>261,512</u>
1101315-520100	LONGEVITY	-	-	1,000	1,700	2,000
1101315-520210	SOCIAL SECURTIY	17,032	18,217	17,577	17,357	20,006
1101315-520220	RETIREMENT	23,145	23,813	23,661	24,065	26,151
1101315-520260	INSURANCE	51,115	56,539	60,626	64,229	67,440
1101315-520410	CELL PHONE ALLIOWANCE	1,920	1,920	1,920	1,920	2,000
EMPLOYEE BENEFITS		<u>93,213</u>	<u>100,489</u>	<u>104,784</u>	<u>109,271</u>	<u>117,597</u>
<b>TOTAL PERSONNEL SERVICES</b>		<b><u>322,742</u></b>	<b><u>338,617</u></b>	<b><u>349,633</u></b>	<b><u>367,202</u></b>	<b><u>379,110</u></b>
1101315-530110	REG FEES & CERTIFICATION	8,695	10,000	10,000	10,000	10,000
1101315-530850	MEMBERSHIP DUES	2,353	4,000	4,000	4,000	4,000
1101315-530870	PROFESSIONAL SERVICES	8,950	30,000	75,000	75,000	75,000
<b>PROF &amp; TECH SERVICES</b>		<b><u>19,998</u></b>	<b><u>44,000</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>	<b><u>89,000</u></b>
1101315-540200	VEHICLE REPAIR	-	-	2,000	2,000	2,000
1101315-540280	MISC CONTRACT SERVICES	38,344	85,000	78,000	30,000	30,000
1101315-540330	OTHER RENTAL	22,176	26,000	26,000	31,000	31,000
1101315-540550	MAINTENANCE SERVICES	6,510	1,800	7,800	5,000	5,000
<b>PROPERTY SERVICES</b>		<b><u>67,031</u></b>	<b><u>112,800</u></b>	<b><u>113,800</u></b>	<b><u>68,000</u></b>	<b><u>68,000</u></b>
1101315-550030	TRAVEL	10,269	20,000	15,000	20,000	20,000
1101315-550240	ONG	405	2,000	2,000	2,000	2,000
1101315-550250	UTILITIES	964	1,500	1,500	1,500	1,500
1101315-550280	CONTRACT SERVICES	750	-	-	55,000	55,000
1101315-550360	PRINTING SERVICES	426	-	1,500	1,500	1,500
1101315-550540	OUTSIDE DATA SERVICES	654	600	600	1,500	1,500
<b>OTHER SERVICES</b>		<b><u>13,468</u></b>	<b><u>24,100</u></b>	<b><u>20,600</u></b>	<b><u>81,500</u></b>	<b><u>81,500</u></b>
1101315-560030	OFFICE SUPPLIES	189	1,000	1,000	1,000	1,000
1101315-560200	VEHICLE REPAIR PARTS	-	-	2,000	2,000	2,000
1101315-560210	FUEL & LUBRICANTS	-	-	3,000	3,000	3,000
1101315-560230	MATERIAL & SUPPLIES	1,732	3,000	5,000	3,500	3,500
1101315-560240	OTHER EQUIPMENT	4,014	500	3,880	1,000	1,000
1101315-560280	BOOKS, MAGS, & SUBSCRIPT.	247	500	500	500	500
<b>MATERIAL &amp; SUPPLIES</b>		<b><u>6,182</u></b>	<b><u>5,000</u></b>	<b><u>15,380</u></b>	<b><u>11,000</u></b>	<b><u>11,000</u></b>
<b>ECONOMIC DEVELOPMENT</b>		<b><u>429,422</u></b>	<b><u>524,517</u></b>	<b><u>588,413</u></b>	<b><u>616,702</u></b>	<b><u>628,610</u></b>
<b>TOTAL CITY MANAGER</b>		<b><u>2,168,405</u></b>	<b><u>1,664,785</u></b>	<b><u>1,704,339</u></b>	<b><u>2,841,979</u></b>	<b><u>2,712,840</u></b>



## COMMUNITY DEVELOPMENT DEPARTMENT

### DIVISIONS:

Community Permitting  
Placemaking

Neighborhood Engagement  
Planning & Development

### PURPOSE:

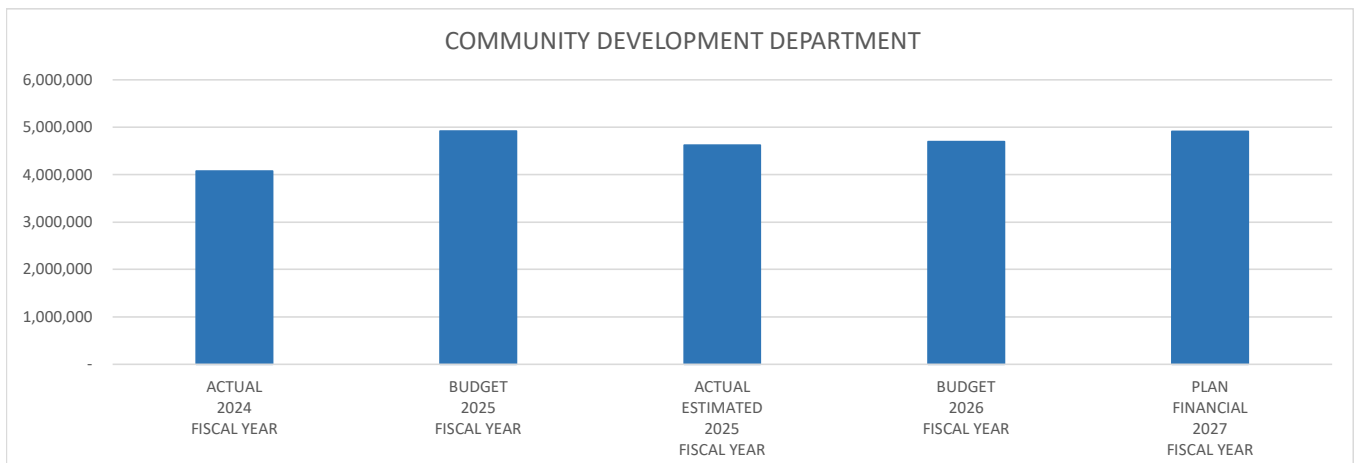
The Community Development Department provides total service to the development community.

The Department provides Community Permitting support for development, including processing each request through committees, boards, commissions and council for required approvals; review and approval of plats and construction plans; coordinating utility planning and inspections; issuing construction permits for streets and city utilities; acceptance of completed subdivisions; reviewing building permits; performing building inspections and providing certificates of occupancy. The Department provides staff oversight and required implementation for the Building Code, Comprehensive Plan, Land Subdivision Code, Nuisance Code, Zoning Code and serves as the primary point of contact for licensing and demographic information. The Department issues various licenses and permits and serves as an additional utility payment location.

	FY2024	FY2025	FY2026
Total Full Time	39	39	39
Total Part Time	2	2	2
Total Seasonal	1	1	1

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	2,499,412	2,926,073	2,680,233	2,867,245	2,937,006
EMPLOYEE BENEFITS	977,082	1,147,007	1,057,233	1,150,148	1,199,709
<b>TOTAL PERSONNEL SERVICES</b>	<b>3,476,494</b>	<b>4,073,080</b>	<b>3,737,466</b>	<b>4,017,393</b>	<b>4,136,714</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	172,467	269,215	257,715	165,050	186,900
PROPERTY SERVICES	267,378	248,120	328,120	267,500	294,000
OTHER SERVICES	91,439	224,350	200,550	184,700	210,150
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>531,284</b>	<b>741,685</b>	<b>786,385</b>	<b>617,250</b>	<b>691,050</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>67,502</b>	<b>105,900</b>	<b>102,900</b>	<b>66,250</b>	<b>88,000</b>
<b>TOTAL</b>	<b>4,075,279</b>	<b>4,920,665</b>	<b>4,626,751</b>	<b>4,700,893</b>	<b>4,915,764</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
COMMUNITY DEVELOPMENT DEPARTMENT  
Community Permitting Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101400-510040	REGULAR	745,035	946,917	789,994	848,410	861,137
1101400-510050	VARIABLE PAY PROGRAM	-	2,500	2,500	2,500	2,500
1101400-510080	PART TIME & TEMPORARY	40,465	38,000	39,600	45,076	40,000
1101400-510110	OVERTIME	27,897	30,000	11,000	11,000	30,000
1101400-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>813,396</b>	<b>1,017,417</b>	<b>843,094</b>	<b>906,987</b>	<b>933,637</b>
1101400-520100	LONGEVITY	6,375	6,300	4,883	4,800	6,800
1101400-520120	EDUCATION/PERFORMANCE	650	1,200	4,788	5,100	4,800
1101400-520210	SOCIAL SECURITY	61,548	77,832	64,497	69,801	71,423
1101400-520220	RETIREMENT	77,919	101,742	84,309	90,091	93,364
1101400-520260	INSURANCE	169,759	207,463	171,272	188,508	197,934
1101400-520410	CELL PHONE ALLOWANCE	4,400	3,820	4,760	4,800	4,800
<b>EMPLOYEE BENEFITS</b>		<b>320,652</b>	<b>398,357</b>	<b>334,509</b>	<b>363,100</b>	<b>379,121</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,134,048</b>	<b>1,415,773</b>	<b>1,177,603</b>	<b>1,270,087</b>	<b>1,312,757</b>
1101400-530110	REG. FEES & CERTIFICATION	10,051	12,500	5,000	12,000	13,000
1101400-530850	MEMBERSHIP DUES	5,674	8,500	8,500	3,000	3,000
1101400-530870	PROFESSIONAL SERVICES	80,700	85,500	85,500	40,000	50,000
<b>PROF &amp; TECH SERVICES</b>		<b>96,424</b>	<b>106,500</b>	<b>99,000</b>	<b>55,000</b>	<b>66,000</b>
1101400-540200	VEHICLE REPAIR	-	1,300	1,300	500	1,000
1101400-540280	MISC CONTRACT SERVICES	91,753	95,000	95,000	50,000	55,000
1101400-540310	UNIFORM RENTAL/SERVICES	-	-	-	-	-
1101400-540330	OTHER RENTAL	24,277	21,120	21,120	25,000	25,000
1101400-540550	MAINTENANCE SERVICES	115,366	78,500	158,500	160,000	165,000
<b>PROPERTY SERVICES</b>		<b>231,396</b>	<b>195,920</b>	<b>275,920</b>	<b>235,500</b>	<b>246,000</b>
1101400-550030	TRAVEL & EXPENSES	6,507	16,000	16,000	15,000	16,000
1101400-550050	LEGAL ADVERTISING	185	1,000	1,000	500	1,000
1101400-550360	PRINTING	1,197	1,500	5,000	8,000	9,000
1101400-550370	TEMPORARY SERVICES	-	5,000	5,000	2,500	5,000
1101400-550540	OUTSIDE DATA SERVICES	3,537	5,000	5,000	4,000	5,000
1101400-550550	CREDIT CARD CHARGES	804	61,000	95,000	100,000	110,000
1101400-550890	EMPLOYEE/CITIZEN ACTIVITY	28,038	75,000	9,700	10,000	10,000
<b>OTHER SERVICES</b>		<b>40,269</b>	<b>164,500</b>	<b>136,700</b>	<b>140,000</b>	<b>156,000</b>
1101400-560030	OFFICE SUPPLIES	8,008	12,000	12,000	5,000	7,500
1101400-560100	UNIFORMS	1,752	2,000	2,000	1,500	2,000
1101400-560190	TIRES	141	500	500	450	500
1101400-560200	VEHICLE REPAIR PARTS	2,546	500	500	250	250
1101400-560210	FUEL & LUBRICANTS	3,766	1,000	1,000	500	1,000
1101400-560230	MATERIAL & SUPPLIES	4,472	7,500	7,500	5,500	7,000
1101400-560240	OTHER EQUIPMENT	2,638	10,000	10,000	5,000	7,000
1101400-560280	BOOKS, MAGS, & SUBSCRIPT.	145	1,000	1,000	700	500
<b>MATERIAL &amp; SUPPLIES</b>		<b>23,468</b>	<b>34,500</b>	<b>34,500</b>	<b>18,900</b>	<b>25,750</b>
<b>COMMUNITY PERMITTING</b>		<b>1,525,606</b>	<b>1,917,193</b>	<b>1,723,723</b>	<b>1,719,487</b>	<b>1,806,507</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
COMMUNITY DEVELOPMENT DEPARTMENT  
Placemaking Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101405-510040	REGULAR	124,414	129,714	128,147	130,709	134,631
SALARIES AND WAGES		124,414	129,714	128,147	130,709	134,631
1101405-520100	LONGEVITY	2,500	2,500	2,500	2,500	2,500
1101405-520120	EDUCATION/PERFORMANCE	1,500	1,500	1,500	1,500	1,500
1101405-520210	SOCIAL SECURITY	9,478	9,923	9,803	9,956	10,299
1101405-520220	RETIREMENT	12,841	12,971	12,815	13,471	13,463
1101405-520260	INSURANCE	18,288	20,845	20,236	21,335	22,402
EMPLOYEE BENEFITS		44,607	47,739	46,854	48,761	50,164
<b>TOTAL PERSONNEL SERVICES</b>		<b>169,021</b>	<b>177,453</b>	<b>175,000</b>	<b>179,471</b>	<b>184,795</b>
1101405-530110	REG. FEES & CERTIFICATION	706	1,200	1,200	900	1,000
1101405-530870	MEMBERSHIP DUES	487	650	650	500	600
1101405-530870	PROFESSIONAL SERVICES	-	500	500	250	500
<b>PROF &amp; TECH SERVICES</b>		<b>1,193</b>	<b>2,350</b>	<b>2,350</b>	<b>1,650</b>	<b>2,100</b>
1101405-550030	TRAVEL & EXPENSES	1,759	1,750	1,750	1,500	1,750
1101405-550050	LEGAL PUBLICATIONS	-	750	750	200	500
<b>OTHER SERVICES</b>		<b>1,759</b>	<b>2,500</b>	<b>2,500</b>	<b>1,700</b>	<b>2,250</b>
1101405-560030	OFFICE SUPPLIES	21	500	-	-	-
1101405-560230	MATERIAL & SUPPLIES	-	500	500	100	250
1101405-560240	OTHER EQUIPMENT	-	1,500	1,500	500	1,000
1101405-560280	BOOKS, MAGS, & SUBSCRIPT.	36	-	-	-	-
<b>MATERIAL &amp; SUPPLIES</b>		<b>57</b>	<b>2,500</b>	<b>2,000</b>	<b>600</b>	<b>1,250</b>
<b>PLACEMAKING</b>		<b>172,030</b>	<b>184,803</b>	<b>181,850</b>	<b>183,421</b>	<b>190,395</b>



**CITY OF BROKEN ARROW**  
**GENERAL FUND**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**Planning and Development Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101410-510040	REGULAR	593,297	727,129	626,749	701,462	711,984
1101410-510050	VARIABLE PAY PROGRAM	-	1,500	1,500	1,500	1,500
1101410-510080	PART TIME	-	5,280	12,825	5,280	13,000
1101410-510110	OVERTIME	1,947	5,000	750	800	2,500
<b>SALARIES AND WAGES</b>		<b>595,244</b>	<b>738,909</b>	<b>641,824</b>	<b>709,042</b>	<b>728,984</b>
1101410-520100	LONGEVITY	2,400	2,400	2,800	3,200	4,100
1101410-520120	EDUCATION/PERFORMANCE	3,563	5,000	3,700	3,000	3,700
1101410-520210	SOCIAL SECURITY	44,667	56,710	49,100	52,562	55,767
1101410-520220	RETIREMENT	60,296	73,891	64,182	70,958	72,898
1101410-520260	INSURANCE	98,308	114,269	109,433	133,976	140,675
1101410-520410	CELL PHONE ALLOWANCE	1,760	1,200	1,920	1,920	2,000
<b>EMPLOYEE BENEFITS</b>		<b>210,995</b>	<b>253,470</b>	<b>231,135</b>	<b>265,616</b>	<b>279,141</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>806,239</b>	<b>992,379</b>	<b>872,960</b>	<b>974,659</b>	<b>1,008,125</b>
1101410-530110	REG. FEES & CERTIFICATION	6,760	12,000	12,000	6,900	10,000
1101410-530850	MEMBERSHIP DUES	2,641	4,000	4,000	2,700	3,500
1101410-530870	PROFESSIONAL SERVICES	3,566	14,000	10,000	7,000	12,000
<b>PROF &amp; TECH SERVICES</b>		<b>12,967</b>	<b>30,000</b>	<b>26,000</b>	<b>16,600</b>	<b>25,500</b>
1101410-540550	MAINTENANCE SERVICES	28,230	20,000	20,000	20,000	25,000
<b>PROPERTY SERVICES</b>		<b>28,230</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>25,000</b>
1101410-550030	TRAVEL & EXPENSES	15,449	20,000	20,000	14,000	16,000
1101410-550050	LEGAL PUBLICATIONS	4,672	2,500	6,500	2,500	3,500
1101410-550360	PRINTING SERVICES	2,986	2,000	2,000	3,100	4,000
1101410-550540	OUTSIDE DATA SERVICES	6,087	6,000	6,000	4,500	6,000
1101410-550860	MISCELLANEOUS	199	500	500	200	500
<b>OTHER SERVICES</b>		<b>29,392</b>	<b>31,000</b>	<b>35,000</b>	<b>24,300</b>	<b>30,000</b>
1101410-560030	OFFICE SUPPLIES	-	500.00	500	250	500
1101410-560230	MATERIAL & SUPPLIES	642	3,000	3,000	1,000	2,000
1101410-560240	OTHER EQUIPMENT	4,201	5,000	5,000	1,000	2,500
1101410-560280	BOOKS, MAGS, & SUBSCRIPT.	310	1,000	1,000	1,000	1,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>5,154</b>	<b>9,500</b>	<b>9,500</b>	<b>3,250</b>	<b>6,000</b>
<b>PLANNING AND DEVELOPMENT</b>		<b>881,982</b>	<b>1,082,879</b>	<b>963,460</b>	<b>1,038,809</b>	<b>1,094,625</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
COMMUNITY DEVELOPMENT DEPARTMENT  
Neighborhood Engagement Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101415-510040	REGULAR	963,418	1,032,533	1,062,969	1,116,507	1,133,254
1101415-510050	VARIABLE PAY PROGRAM	-	2,500	2,500	2,500	2,500
1101415-510110	OVERTIME	2,789	5,000	1,500	1,500	4,000
1101501-510190	INJURY PAY	150	-	200	-	-
<b>SALARIES AND WAGES</b>		<b>966,357</b>	<b>1,040,033</b>	<b>1,067,169</b>	<b>1,120,507</b>	<b>1,139,754</b>
1101415-520100	LONGEVITY	16,300	16,300	17,100	17,900	19,200
1101415-520120	EDUCATION/PERFORMANCE	1,200	1,200	1,200	1,200	1,200
1101415-520210	SOCIAL SECURITY	72,033	80,810	81,638	83,033	87,191
1101415-520220	RETIREMENT	98,376	105,633	106,717	113,657	113,975
1101415-520260	INSURANCE	211,959	242,538	237,120	255,921	268,717
1101415-520410	CELL PHONE ALLOWANCE	960	960	960	960	1,000
<b>EMPLOYEE BENEFITS</b>		<b>400,828</b>	<b>447,441</b>	<b>444,735</b>	<b>472,670</b>	<b>491,283</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,367,185</b>	<b>1,487,474</b>	<b>1,511,904</b>	<b>1,593,177</b>	<b>1,631,038</b>
1101415-530110	REG. FEES & CERTIFICATION	5,492	7,665	7,665	6,000	7,500
1101415-530850	MEMBERSHIP DUES	350	700	700	800	800
1101415-530870	PROFESSIONAL SERVICES	56,041	122,000	122,000	85,000	85,000
<b>PROF &amp; TECH SERVICES</b>		<b>61,883</b>	<b>130,365</b>	<b>130,365</b>	<b>91,800</b>	<b>93,300</b>
1101415-540200	VEHICLE REPAIR	2,009	10,000	10,000	6,000	7,500
1101415-540310	UNIFORM RENTAL/SERVICES	2,780	5,400	5,400	3,000	4,000
1101415-540330	OTHER RENTAL	984	1,800	1,800	1,000	1,500
1101415-540550	MAINTENANCE SERVICES	1,978	15,000	15,000	2,000	10,000
<b>PROPERTY SERVICES</b>		<b>7,752</b>	<b>32,200</b>	<b>32,200</b>	<b>12,000</b>	<b>23,000</b>
1101415-550030	TRAVEL & EXPENSES	4,054	7,500	7,500	5,000	6,000
1101415-550220	TELEPHONE	8,956	8,000	8,000	8,000	9,000
1101415-550360	PRINTING SERVICES	806	100	100	200	400
1101415-550540	OUTSIDE DATA SERVICES	6,203	10,750	10,750	5,500	6,500
<b>OTHER SERVICES</b>		<b>20,019</b>	<b>26,350</b>	<b>26,350</b>	<b>18,700</b>	<b>21,900</b>
1101415-560100	UNIFORMS	2,811	2,500	4,000	3,000	3,000
1101415-560190	TIRES & TUBES	2,750	8,000	8,000	3,500	4,000
1101415-560200	VEHICLE REPAIR PARTS	2,956	5,000	5,000	3,000	5,000
1101415-560210	FUEL & LUBRICANTS	25,481	30,000	26,000	27,000	32,000
1101415-560230	MATERIAL & SUPPLIES	1,949	1,500	1,500	2,000	2,500
1101415-560240	OTHER EQUIPMENT	2,762	7,400	7,400	3,000	6,000
1101415-560280	BOOKS, MAGS, & SUBSCRIPT.	114	5,000	5,000	2,000	2,500
<b>MATERIAL &amp; SUPPLIES</b>		<b>38,823</b>	<b>59,400</b>	<b>56,900</b>	<b>43,500</b>	<b>55,000</b>
<b>NEIGHBORHOOD ENGAGEMENT</b>		<b>1,495,661</b>	<b>1,735,789</b>	<b>1,757,719</b>	<b>1,759,177</b>	<b>1,824,238</b>
<b>COMMUNITY DEVELOPMENT</b>		<b>4,075,279</b>	<b>4,920,664</b>	<b>4,626,751</b>	<b>4,700,893</b>	<b>4,915,764</b>



## FINANCE DEPARTMENT

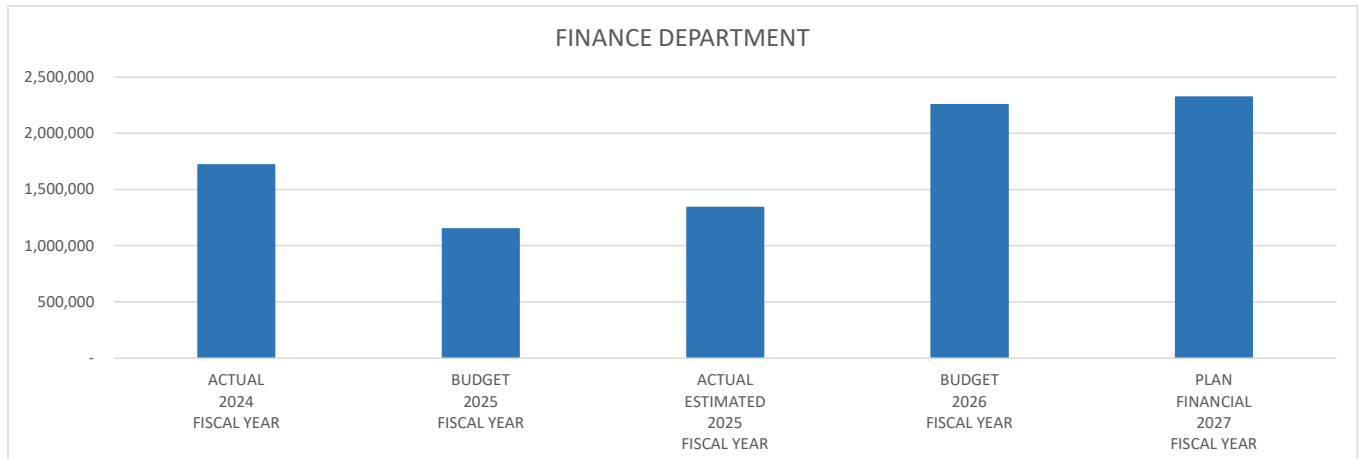
### PURPOSE:

To provide public financial services in accordance with established financial policies including accounting for City revenues, expenditures, assets and liabilities; preparing and administering the annual budget; maintaining the City's investment portfolio; assuring timely payment of the City's bills, claims and debt liabilities; developing and monitoring the City's annual capital plan; maintaining and providing copies of all official financial documents; accounting for and obtaining reimbursement for Federal and State grants and loans; and developing and implementing financial policies and programs consistent with legal requirements.

	<b>FY 2024</b>	<b>FY2025</b>	<b>FY2026</b>
<b>Total Full Time</b>	<b>16</b>	<b>16</b>	<b>16</b>
<b>Total Part Time</b>	<b>0</b>	<b>0</b>	<b>0</b>

### FINANCIAL HIGHLIGHTS

	<b>FISCAL YEAR 2024 ACTUAL</b>		<b>FISCAL YEAR 2025 BUDGET</b>		<b>FISCAL YEAR 2025 ESTIMATED ACTUAL</b>		<b>FISCAL YEAR 2026 BUDGET</b>		<b>FISCAL YEAR 2027 FINANCIAL PLAN</b>
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	1,096,098		639,716		770,400		1,432,356		1,455,912
EMPLOYEE BENEFITS	415,877		271,182		297,598		543,306		577,774
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,511,976</b>		<b>910,898</b>		<b>1,067,998</b>		<b>1,975,662</b>		<b>2,033,686</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	95,930		122,500		128,500		126,500		132,800
PROPERTY SERVICES	78,221		77,000		94,500		97,500		100,500
OTHER SERVICES	15,191		18,000		31,524		35,000		35,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>189,342</b>		<b>217,500</b>		<b>254,524</b>		<b>259,000</b>		<b>268,300</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>16,207</b>		<b>19,800</b>		<b>17,850</b>		<b>19,800</b>		<b>20,000</b>
<b>TOTAL</b>	<b>1,717,525</b>		<b>1,148,198</b>		<b>1,340,372</b>		<b>2,254,462</b>		<b>2,321,986</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
FINANCE DEPARTMENT**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101501-510040	REGULAR	1,065,779	618,716	752,700	1,397,056	1,418,012
1101501-510050	VARIABLE PAY PROGRAM	-	1,000	1,000	1,500	1,500
1101501-510110	OVERTIME	30,169	20,000	16,700	33,800	36,400
1101501-510190	INJURY PAY	150	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>1,096,098</b>	<b>639,716</b>	<b>770,400</b>	<b>1,432,356</b>	<b>1,455,912</b>
1101501-520100	LONGEVITY	11,000	6,000	6,000	12,400	12,800
1101501-520120	EDUCATION/PERFORMANCE	3,600	2,100	1,997	3,600	3,900
1101501-520210	SOCIAL SECURITY	82,040	49,558	57,582	100,403	112,356
1101501-520220	RETIREMENT	111,262	63,972	75,270	138,094	145,591
1101501-520260	INSURANCE	206,056	148,592	155,102	285,930	300,227
1101501-520410	CELL PHONE ALLOWANCE	1,920	960	1,648	2,880	2,900
<b>EMPLOYEE BENEFITS</b>		<b>415,877</b>	<b>271,182</b>	<b>297,598</b>	<b>543,306</b>	<b>577,774</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,511,976</b>	<b>910,898</b>	<b>1,067,998</b>	<b>1,975,662</b>	<b>2,033,686</b>
1101501-530110	REG. FEES & CERTIFICATION	9,431	7,500	12,000	13,500	11,000
1101501-530810	AUDIT FEES	34,250	45,000	55,000	50,000	55,000
1101501-530850	MEMBERSHIP DUES	1,290	5,000	1,500	3,000	1,800
1101501-530870	PROFESSIONAL SERVICES	50,959	65,000	60,000	60,000	65,000
<b>PROF &amp; TECH SERVICES</b>		<b>95,930</b>	<b>122,500</b>	<b>128,500</b>	<b>126,500</b>	<b>132,800</b>
1101501-540280	MISC CONTRACT SERVICES	17,215	2,000	14,400	15,000	15,500
1101501-540550	MAINTENANCE SERVICES	61,005	75,000	80,100	82,500	85,000
<b>PROPERTY SERVICES</b>		<b>78,221</b>	<b>77,000</b>	<b>94,500</b>	<b>97,500</b>	<b>100,500</b>
1101501-550030	TRAVEL & EXPENSES	8,084	10,000	19,000	20,000	20,000
1101501-550280	CONTRACT SERVICES	5,583	5,000	10,500	12,000	12,000
1101501-550360	PRINTING	-	1,000	500	1,000	1,000
1101501-550540	OUTSIDE DATA SERVICES	1,524	2,000	1,524	2,000	2,000
<b>OTHER SERVICES</b>		<b>15,191</b>	<b>18,000</b>	<b>31,524</b>	<b>35,000</b>	<b>35,000</b>
1101501-560030	OFFICE SUPPLIES	3,698	4,500	4,000	4,500	4,700
1101501-560230	MATERIAL & SUPPLIES	3,742	5,000	4,700	5,000	5,000
1101501-560240	OTHER EQUIPMENT	8,658	10,000	9,000	10,000	10,000
1101501-560280	BOOKS, MAGS, & SUBSCRIPT.	109	300	150	300	300
<b>MATERIAL &amp; SUPPLIES</b>		<b>16,207</b>	<b>19,800</b>	<b>17,850</b>	<b>19,800</b>	<b>20,000</b>
<b>FINANCE</b>		<b>1,717,525</b>	<b>1,148,198</b>	<b>1,340,372</b>	<b>2,254,462</b>	<b>2,321,986</b>



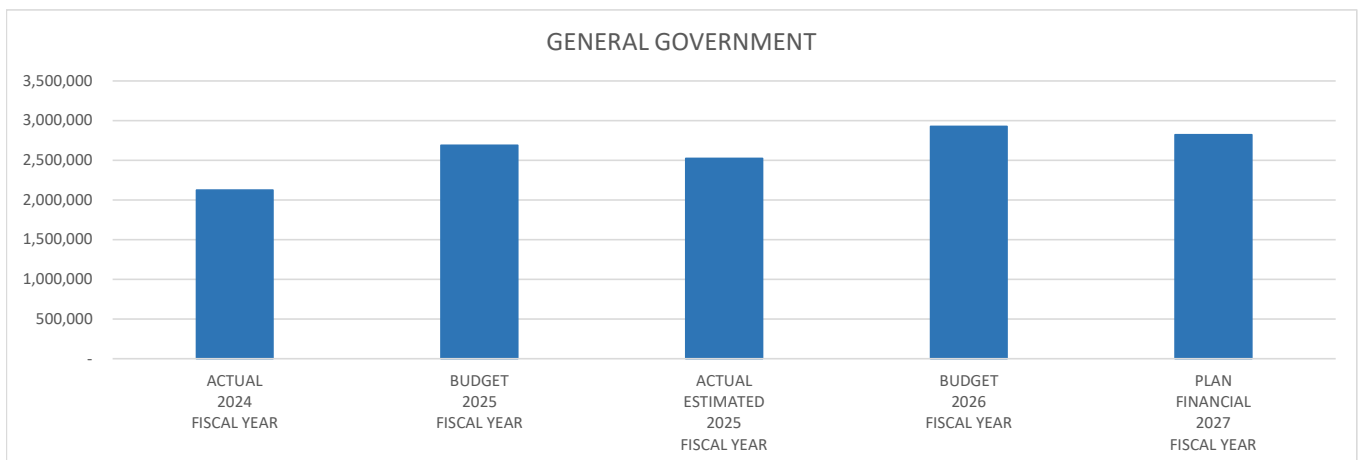
## GENERAL GOVERNMENT

### PURPOSE:

The General Government program assembles all general purpose expenditure requirements that are not chargeable to specific departments. These expenditures do not include any personnel costs except for unemployment benefits, but they do include maintenance for City Hall, fueling and maintenance of pool vehicles, expenditures relating to conducting City's business by City Council members and other general expenses for the operation of City Hall including printing and postage.

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	-		-		-		-		-
EMPLOYEE BENEFITS	1,577		7,000		17,157		48,984		48,984
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,577</b>		<b>7,000</b>		<b>17,157</b>		<b>48,984</b>		<b>48,984</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	444,028		651,875		589,218		670,000		620,000
PROPERTY SERVICES	446,697		570,000		464,416		535,250		545,350
OTHER SERVICES	1,202,372		1,433,500		1,421,408		1,637,000		1,571,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,093,097</b>		<b>2,655,375</b>		<b>2,475,042</b>		<b>2,842,250</b>		<b>2,736,350</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>30,651</b>		<b>30,900</b>		<b>34,462</b>		<b>37,900</b>		<b>37,900</b>
<b>TOTAL</b>	<b>2,125,324</b>		<b>2,693,275</b>		<b>2,526,661</b>		<b>2,929,134</b>		<b>2,823,234</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
GENERAL GOVERNMENT**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101700-510040	COUNCIL SALARY	-	-	9,750	39,000	39,000
1101700-520210	SOCIAL SECURITY	-	-	745	2,984	2,984
1101700-520250	UNEMPLOYMENT COMP	-	5,000	5,000	5,000	5,000
1101700-520280	PCORI FEE	1,577	2,000	1,662	2,000	2,000
EMPLOYEE BENEFITS		<u>1,577</u>	<u>7,000</u>	<u>17,157</u>	<u>48,984</u>	<u>48,984</u>
<b>PERSONNEL SERVICES</b>		<b><u>1,577</u></b>	<b><u>7,000</u></b>	<b><u>17,157</u></b>	<b><u>48,984</u></b>	<b><u>48,984</u></b>
1101700-530080	LEGAL EXPENSES - LABOR	47,326	100,000	185,000	75,000	75,000
1101700-530090	LEGAL EXPENSE - LITIGATION	-	10,000	-	10,000	10,000
1101700-530110	REG. FEES & CERTIFICATION	29,549	25,000	29,218	35,000	35,000
1101700-530830	ELECTIONS	-	91,875	-	95,000	95,000
1101700-530850	MEMBERSHIP DUES	155,773	125,000	125,000	130,000	130,000
1101700-530870	PROFESSIONAL SERVICES	211,380	300,000	250,000	325,000	275,000
<b>PROF &amp; TECH SERVICES</b>		<b><u>444,028</u></b>	<b><u>651,875</u></b>	<b><u>589,218</u></b>	<b><u>670,000</u></b>	<b><u>620,000</u></b>
1101700-540070	PROPERTY MAINTENANCE	9,566	25,000	18,416	25,000	25,000
1101700-540160	BUILDING MAINT EMERGENCIES	9,971	25,000	-	-	-
1101700-540170	B.P. MAINTENANCE	556	25,000	15,000	-	-
1101700-540200	VEHICLE REPAIR	5,061	1,000	8,000	2,500	2,500
1101700-540280	MISC CONTRACT SERVICES	344,371	350,000	325,000	350,000	350,000
1101700-540330	OTHER RENTAL	47,542	90,000	68,000	70,000	72,500
1101700-540550	MAINTENANCE SERVICES	29,630	54,000	30,000	87,750	95,350
<b>PROPERTY SERVICES</b>		<b><u>446,697</u></b>	<b><u>570,000</u></b>	<b><u>464,416</u></b>	<b><u>535,250</u></b>	<b><u>545,350</u></b>
1101700-550030	TRAVEL & EXPENSES	68,360	70,000	75,000	85,000	85,000
1101700-550050	LEGAL PUBLICATIONS	11,562	10,000	6,500	15,000	10,000
1101700-550060	VEHICLE REPAIR TORT	22,347	50,000	25,000	50,000	50,000
1101700-550090	MISCELLANEOUS TORT CLAIMS	35,490	50,000	65,000	65,000	65,000
1101700-550100	SERVICE CONTRACTS	45,280	25,000	46,000	50,000	50,000
1101700-550110	WORKERS COMP	577,500	707,500	707,500	741,000	750,000
1101700-550220	TELEPHONE	16,244	24,000	14,400	20,000	20,000
1101700-550240	UTILITIES (ONG)	7,631	10,000	9,005	10,000	10,000
1101700-550250	UTILITIES (PSO)	45,351	50,000	48,400	50,000	50,000
1101700-550360	PRINTING SERVICES	8,660	20,000	7,500	100,000	20,000
1101700-550390	POSTAGE	48,199	50,000	49,000	54,000	54,000
1101700-550540	OUTSIDE DATA SERVICES	20,001	22,000	22,000	22,000	22,000
1101700-550760	INSURANCE-GENERAL	239,803	275,000	278,103	300,000	310,000
1101700-550860	MISCELLANEOUS	32,191	30,000	28,000	30,000	30,000
1101700-550890	EMPLOYEE/CITIZEN ACTIVITY	23,755	40,000	40,000	45,000	45,000
<b>OTHER CHARGES</b>		<b><u>1,202,372</u></b>	<b><u>1,433,500</u></b>	<b><u>1,421,408</u></b>	<b><u>1,637,000</u></b>	<b><u>1,571,000</u></b>
1101700-560030	OFFICE SUPPLIES	719	1,000	1,000	1,000	1,000
1101700-560170	BP MAINTENANCE SUPPLIES	-	2,500	2,281	2,500	2,500
1101700-560180	BLDG MATERIAL & SUPPLIES	8,457	5,000	8,231	8,500	8,500
1101700-560190	TIRES & TUBES	-	500	-	500	500
1101700-560200	VEHICLE REPAIR PARTS	399	500	1,000	1,000	1,000
1101700-560210	FUEL & LUBRICANTS	1,271	1,000	1,800	2,000	2,000
1101700-560230	MATERIAL & SUPPLIES	9,784	18,000	18,000	20,000	20,000
1101700-560240	OTHER EQUIPMENT	9,325	2,000	2,000	2,000	2,000
1101700-560280	BOOKS, MAGS, & SUBSCRIPT.	-	200	-	200	200
1101700-560300	JANITORIAL SUPPLIES	110	200	150	200	200
1101700-570170	MISCAP	587	-	-	-	-
<b>MATERIALS &amp; SUPPLIES</b>		<b><u>30,651</u></b>	<b><u>30,900</u></b>	<b><u>34,462</u></b>	<b><u>37,900</u></b>	<b><u>37,900</u></b>
<b>GENERAL GOVERNMENT</b>		<b><u>2,125,324</u></b>	<b><u>2,693,275</u></b>	<b><u>2,526,661</u></b>	<b><u>2,929,134</u></b>	<b><u>2,823,234</u></b>



## CITY/COURT CLERK

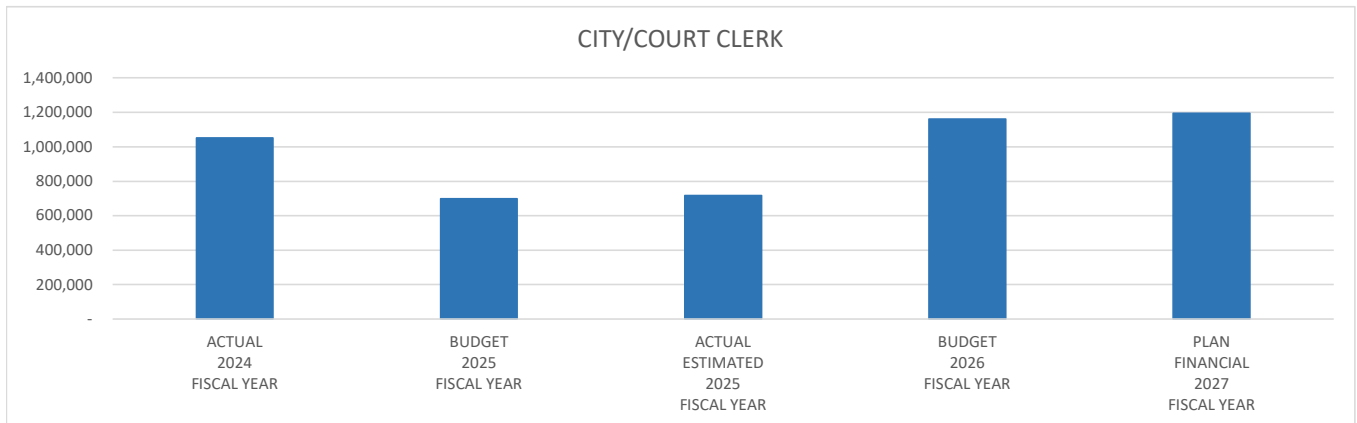
### PURPOSE:

Perform the statutory duties of the City Clerk. Municipal Court provides assistance to law enforcement officials and the public in the administration of justice and providing certain statutory functions including assisting the municipal judges in recording court proceedings, preparing writs and other processing of court records. The court clerks additionally collect payment of all fines or judgments rendered.

	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
<b>Total Full Time</b>	<b>9</b>	<b>9</b>	<b>9</b>
<b>Total Part Time</b>	<b>2</b>	<b>2</b>	<b>2</b>

### FINANCIAL HIGHLIGHTS

	<b>FISCAL YEAR 2024 ACTUAL</b>		<b>FISCAL YEAR 2025 BUDGET</b>		<b>FISCAL YEAR 2025 ESTIMATED ACTUAL</b>		<b>FISCAL YEAR 2026 BUDGET</b>		<b>FISCAL YEAR 2027 FINANCIAL PLAN</b>
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	599,313		291,713		311,756		607,563		617,373
EMPLOYEE BENEFITS	236,228		119,828		115,097		231,117		247,198
<b>TOTAL PERSONNEL SERVICES</b>	<b>835,541</b>		<b>411,541</b>		<b>426,853</b>		<b>838,680</b>		<b>864,571</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	6,783		14,500		13,500		16,000		16,000
PROPERTY SERVICES	174,072		202,100		187,869		197,000		200,000
OTHER SERVICES	27,372		50,292		67,792		89,300		94,300
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>208,226</b>		<b>266,892</b>		<b>269,161</b>		<b>302,300</b>		<b>310,300</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>8,894</b>		<b>20,300</b>		<b>20,300</b>		<b>19,300</b>		<b>19,300</b>
<b>TOTAL</b>	<b>1,052,661</b>		<b>698,733</b>		<b>716,314</b>		<b>1,160,280</b>		<b>1,194,171</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
CITY/COURT CLERK**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1101800-510040	REGULAR	574,255	278,963	295,766	585,343	594,123
1101800-510050	VARIABLE PAY PROGRAM	-	750	750	750	750
1101800-510080	PART TIME & TEMPORARY	15,299	8,250	8,740	14,470	15,500
1101800-510110	OVERTIME	8,857	3,750	6,500	7,000	7,000
1101800-510190	INJURY	901	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>599,313</b>	<b>291,713</b>	<b>311,756</b>	<b>607,563</b>	<b>617,373</b>
1101800-520100	LONGEVITY	7,700	3,850	3,950	6,400	6,600
1101800-520120	EDUCATION/PERFORMANCE	2,363	750	350	750	750
1101800-520210	SOCIAL SECURITY	44,780	22,316	23,849	44,795	47,229
1101800-520220	RETIREMENT	54,680	29,171	31,176	54,507	61,737
1101800-520260	INSURANCE	124,785	62,781	54,675	122,744	128,882
1101800-520410	CELL PHONE ALLOWANCE	1,920	960	1,098	1,920	2,000
<b>EMPLOYEE BENEFITS</b>		<b>236,228</b>	<b>119,828</b>	<b>115,097</b>	<b>231,117</b>	<b>247,198</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>835,541</b>	<b>411,541</b>	<b>426,853</b>	<b>838,680</b>	<b>864,571</b>
1101800-530110	REG. FEES & CERTIFICATION	5,663	12,000	11,000	13,500	13,500
1101800-530850	MEMBERSHIP DUES	664	1,500	1,500	1,500	1,500
1101800-530870	PROFESSIONAL SERVICES	456	1,000	1,000	1,000	1,000
<b>PROF &amp; TECH SERVICES</b>		<b>6,783</b>	<b>14,500</b>	<b>13,500</b>	<b>16,000</b>	<b>16,000</b>
1101800-540070	BUILDING MAINTENANCE	125	6,000	5,000	5,000	5,000
1101800-540200	VEHICLE REPAIR PARTS	(254)	-	2,500	500	500
1101800-540280	MISC CONTRACT SERVICES	26,976	23,500	5,000	-	-
1101800-540330	OTHER RENTAL	7,193	10,600	13,369	10,000	10,000
1101800-540550	MAINTENANCE SERVICES	140,032	162,000	162,000	181,500	184,500
<b>PROPERTY SERVICES</b>		<b>174,072</b>	<b>202,100</b>	<b>187,869</b>	<b>197,000</b>	<b>200,000</b>
1101800-550030	TRAVEL & EXPENSES	9,478	12,000	12,000	15,000	15,000
1101800-550280	CONTRACT SERVICES	-	12,000	17,000	28,400	28,400
1101800-550360	PRINTING SERVICES	593	500	500	500	500
1101800-550540	OUTSIDE DATA SERVICES	784	792	792	400	400
1101800-550550	CREDIT CARD CHARGES	16,518	25,000	37,500	45,000	50,000
<b>OTHER SERVICES</b>		<b>27,372</b>	<b>50,292</b>	<b>67,792</b>	<b>89,300</b>	<b>94,300</b>
1101800-560030	OFFICE SUPPLIES	4,419	5,500	5,500	5,500	5,500
1101800-560200	VEHICLE REPAIR PARTS	586	500	500	500	500
1101800-560210	FUEL & LUBRICANTS	57	600	600	600	600
1101800-560230	MATERIAL & SUPPLIES	2,646	7,500	7,500	7,000	7,000
1101800-560240	OTHER EQUIPMENT	1,062	5,500	5,500	5,000	5,000
1101800-560280	BOOKS, MAGS, & SUBSCRIPT.	124	700	700	700	700
<b>MATERIAL &amp; SUPPLIES</b>		<b>8,894</b>	<b>20,300</b>	<b>20,300</b>	<b>19,300</b>	<b>19,300</b>
<b>CITY CLERK/COURT CLERK</b>		<b>1,052,661</b>	<b>698,733</b>	<b>716,314</b>	<b>1,160,280</b>	<b>1,194,171</b>



## STREET/STORMWATER DEPARTMENT

### DIVISIONS:

Street Repair and Construction  
Traffic

Signal Maintenance

### PURPOSE:

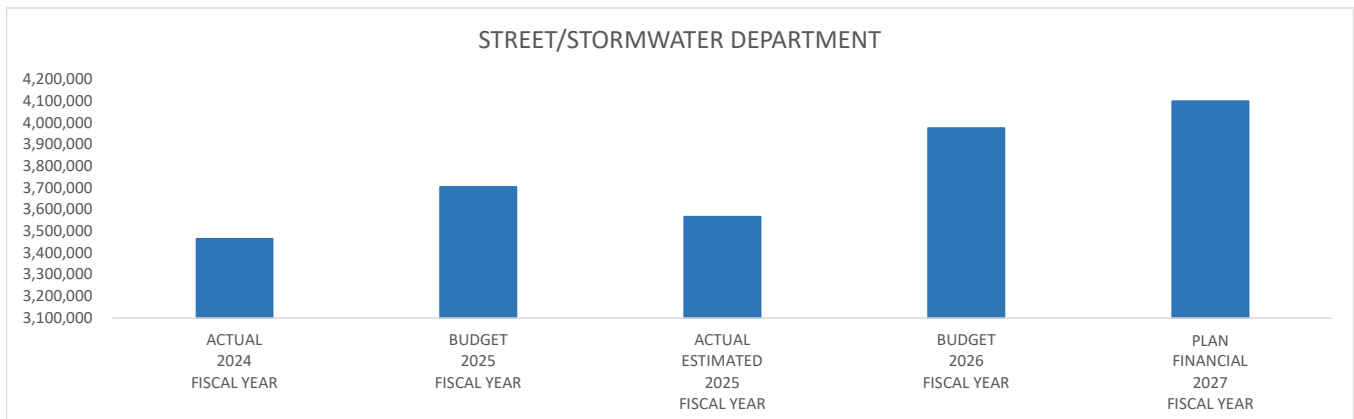
To maintain and repair all aspects of the street system, including snow removal, pavement and rights-of-way maintenance, street cleaning and reconstruction of streets as necessary while striving to minimize disruption of access by the citizens and business community of the City.

To maintain and repair all city traffic signals and school signals, to provide electrical system repair and maintenance for lift stations, treatment plants and all other city buildings. To construct new traffic signals as required.

	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>
<b>Total Full Time</b>	<b>34</b>	<b>34</b>	<b>34</b>
<b>Total Part Time</b>	<b>1</b>	<b>1</b>	<b>1</b>

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	1,691,039		1,924,766		1,894,369		1,851,685		1,878,352
EMPLOYEE BENEFITS	738,101		669,506		700,122		840,805		902,862
<b>TOTAL PERSONNEL SERVICES</b>	<b>2,429,140</b>		<b>2,594,272</b>		<b>2,594,491</b>		<b>2,692,490</b>		<b>2,781,213</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	6,997		18,000		18,000		70,000		70,000
PROPERTY SERVICES	256,674		183,500		230,800		231,700		248,550
OTHER SERVICES	43,741		64,350		49,950		52,050		54,150
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>307,413</b>		<b>265,850</b>		<b>298,750</b>		<b>353,750</b>		<b>372,700</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>729,256</b>		<b>843,300</b>		<b>673,350</b>		<b>928,600</b>		<b>945,500</b>
<b>TOTAL</b>	<b>3,465,809</b>		<b>3,703,422</b>		<b>3,566,591</b>		<b>3,974,840</b>		<b>4,099,413</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
STREET/STORMWATER DEPARTMENT  
Streets**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1105300-510040	REGULAR	1,322,628	1,442,615	1,443,982	1,105,892	1,122,480
1105300-510050	VARIABLE PAY PROGRAM	-	10,000	8,500	7,000	8,500
1105300-510080	PART TIME & TEMPORARY	6,940	8,300	-	7,200	5,000
1105300-510110	OVERTIME	47,129	90,000	90,000	70,000	70,000
1105300-510190	INJURY PAY	53	-	18,000	-	-
<b>SALARIES AND WAGES</b>		<b>1,376,751</b>	<b>1,550,915</b>	<b>1,560,482</b>	<b>1,190,092</b>	<b>1,205,980</b>
1105300-520100	LONGEVITY	24,875	13,000	11,450	11,000	20,200
1105300-520120	EDUCATION/PERFORMANCE	1,200	600	600	1,500	1,200
1105300-520210	SOCIAL SECURITY	103,029	118,644	119,377	79,218	93,803
1105300-520220	RETIREMENT	138,624	155,092	156,048	110,983	120,598
1105300-520260	INSURANCE	338,680	220,927	250,250	321,011	337,061
1105300-520410	CELL PHONE ALLOWANCE	2,680	1,440	2,357	1,920	2,900
<b>EMPLOYEE BENEFITS</b>		<b>609,087</b>	<b>509,703</b>	<b>540,082</b>	<b>525,632</b>	<b>575,762</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,985,838</b>	<b>2,060,618</b>	<b>2,100,564</b>	<b>1,715,724</b>	<b>1,781,742</b>
1105300-530110	REG. FEES & CERTIFICATION	1,900	13,000	10,000	10,000	10,000
1105300-530850	MEMBERSHIP DUES	1,990	3,500	3,500	3,500	3,500
1105300-530870	PROFESSIONAL SERVICES	-	-	-	50,000	50,000
<b>PROF &amp; TECH SERVICES</b>		<b>3,890</b>	<b>16,500</b>	<b>13,500</b>	<b>63,500</b>	<b>63,500</b>
1105300-540070	BUILDING MAINTENANCE	45,886	35,000	45,000	45,000	55,000
1105300-540200	VEHICLE REPAIR	107,482	75,000	110,000	75,000	75,000
1105300-540280	MISC CONTRACT SERVICES	41,259	-	-	-	-
1105300-540290	OTHER EQUIPMENT REPAIR	302	700	700	700	800
1105300-540310	UNIFORM RENTAL/SERVICES	5,334	8,500	7,500	7,500	8,750
1105300-540320	EQUIPMENT RENTAL	-	2,000	2,000	5,000	6,000
1105300-540330	OTHER RENTAL	2,709	1,500	2,300	2,500	2,500
1105300-540550	MAINTENANCE SERVICES	12,624	26,500	26,500	21,500	25,000
<b>PROPERTY SERVICES</b>		<b>215,596</b>	<b>149,200</b>	<b>194,000</b>	<b>157,200</b>	<b>173,050</b>
1105300-550030	TRAVEL & EXPENSES	14,849	15,000	15,000	11,500	12,500
1105300-550220	TELEPHONE	890	1,000	1,000	750	850
1105300-550240	UTILITIES (ONG)	419	1,000	1,000	1,000	1,250
1105300-550250	UTILITIES (PSO)	-	-	-	-	-
1105300-550360	PRINTING SERVICES	20	-	400	300	300
1105300-550370	TEMPORARY SERVICES	-	-	-	-	-
1105300-550540	OUTSIDE DATA SERVICES	6,827	11,000	11,000	9,000	9,000
<b>OTHER SERVICES</b>		<b>23,004</b>	<b>28,000</b>	<b>28,400</b>	<b>22,550</b>	<b>23,900</b>
1105300-560030	OFFICE SUPPLIES	1,978	2,500	2,500	3,500	3,500
1105300-560100	UNIFORMS	11,400	13,000	13,000	10,500	12,500
1105300-560180	BLDG MATERIALS & SUPPLIES	6,638	4,000	4,000	4,000	4,000
1105300-560190	TIRES & TUBES	27,712	25,000	25,000	27,500	29,000
1105300-560200	VEHICLE REPAIR PARTS	156,235	120,000	120,000	130,000	135,000
1105300-560210	FUEL & LUBRICANTS	190,496	170,000	156,000	160,000	160,000
1105300-560230	MATERIAL & SUPPLIES	48,686	30,000	42,000	52,000	55,000
1105300-560240	OTHER EQUIPMENT	9,326	15,000	24,000	13,500	13,500
1105300-560270	CONCRETE & AGGREGATE	1,235	1,200	1,200	-	-
1105300-560280	BOOKS, MAGS, & SUBSCRIPT.	-	-	-	300	300
1105300-560300	JANITORIAL SUPPLIES	-	3,000	3,000	3,000	3,500
1105300-560310	OTHER EQUIP PARTS/MAINT	312	-	-	-	-
1105300-560360	STREET SIGN/MARKING	111,349	115,000	75,000	-	-
1105300-560800	ASPHALT & AGGREGATE	133,832	300,000	150,000	300,000	300,000
<b>MATERIALS &amp; SUPPLIES</b>		<b>699,199</b>	<b>798,700</b>	<b>615,700</b>	<b>704,300</b>	<b>716,300</b>
<b>STREET</b>		<b>2,927,527</b>	<b>3,053,018</b>	<b>2,952,164</b>	<b>2,663,274</b>	<b>2,758,492</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
STREET/STORMWATER DEPARTMENT  
Signal Maintenance**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1105310-510040	REGULAR	307,552	361,451	321,287	383,066	388,812
1105310-510050	VARIABLE PAY PROGRAM	-	2,400	2,400	2,400	2,400
1105310-510110	OVERTIME	6,736	10,000	10,000	12,500	13,500
1105310-510190	INJURY PAY	-	-	200	-	-
<b>SALARIES AND WAGES</b>		<b>314,288</b>	<b>373,851</b>	<b>333,887</b>	<b>397,966</b>	<b>404,712</b>
1105310-520100	LONGEVITY	2,400	2,700	2,000	2,200	3,400
1105310-520210	SOCIAL SECURITY	23,295	28,600	25,542	29,849	30,960
1105310-520220	RETIREMENT	31,751	37,385	33,389	41,246	40,471
1105310-520260	INSURANCE	70,608	89,198	98,149	125,113	131,368
1105310-520410	CELL PHONE ALLOWANCE	960	1,920	960	1,920	2,000
<b>EMPLOYEE BENEFITS</b>		<b>129,014</b>	<b>159,803</b>	<b>160,040</b>	<b>200,327</b>	<b>208,200</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>443,302</b>	<b>533,654</b>	<b>493,927</b>	<b>598,293</b>	<b>612,912</b>
1105310-530110	REG. FEES & CERTIFICATION	2,608	1,000	4,000	3,000	3,000
1105310-530350	MAINT OF TRAFFIC SIGNALS	500	500	500	500	500
<b>PROF &amp; TECH SERVICES</b>		<b>3,108</b>	<b>1,500</b>	<b>4,500</b>	<b>3,500</b>	<b>3,500</b>
1105310-540200	VEHICLE REPAIR	26,025	16,000	16,000	17,500	17,500
1105310-540280	MISC CONTRACT SERVICES	-	1,000	1,000	1,000	1,000
1105310-540310	UNIFORM RENTAL/SERVICES	7,118	8,000	8,000	8,000	8,000
1105310-540320	EQUIPMENT RENTAL	-	300	300	-	-
1105310-540500	RADIO MAINTENANCE	-	-	-	-	-
1105310-540550	MAINTENANCE SERVICES	7,936	9,000	11,500	11,000	12,000
<b>PROPERTY SERVICES</b>		<b>41,079</b>	<b>34,300</b>	<b>36,800</b>	<b>37,500</b>	<b>38,500</b>
1105310-550030	TRAVEL & EXPENSES	339	300	300	1,500	1,750
1105310-550220	TELEPHONE	224	250	250	250	250
1105310-550250	UTILITIES (PSO)	5,338	3,800	5,000	7,000	7,500
1105310-550540	OUTSIDE DATA SERVICES	14,836	32,000	16,000	15,000	15,000
<b>OTHER SERVICES</b>		<b>20,737</b>	<b>36,350</b>	<b>21,550</b>	<b>23,750</b>	<b>24,500</b>
1105310-560100	UNIFORMS	2,595	2,600	2,600	2,600	2,600
1105310-560190	TIRES & TUBES	1,286	3,000	3,000	5,000	5,000
1105310-560200	VEHICLE REPAIR PARTS	5,764	4,000	4,000	6,000	6,500
1105310-560210	FUEL & LUBRICANTS	10,151	5,000	15,000	15,000	16,000
1105310-560230	MATERIAL & SUPPLIES	4,562	3,000	3,000	4,500	4,700
1105310-560240	OTHER EQUIPMENT	562	1,000	1,000	1,200	1,400
1105310-560310	OTHER EQUIP PARTS/MAINT	3,167	20,000	20,000	18,000	20,000
1105310-560350	TRAFFIC SIGNAL SUPPLIES	1,970	6,000	9,050	6,500	7,500
1105310-560500	RADIO MAINTENANCE	-	-	-	-	-
<b>MATERIALS &amp; SUPPLIES</b>		<b>30,057</b>	<b>44,600</b>	<b>57,650</b>	<b>58,800</b>	<b>63,700</b>
<b>SIGNAL MAINTENANCE</b>		<b>538,282</b>	<b>650,404</b>	<b>614,427</b>	<b>721,843</b>	<b>743,112</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
STREET/STORMWATER DEPARTMENT  
Traffic**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1105315-510040	REGULAR				252,128	255,910
1105315-510050	VARIABLE PAY PROGRAM				1,500	1,750
1105315-510110	OVERTIME				10,000	10,000
1105315-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>263,628</u>	<u>267,660</u>
1105315-520100	LONGEVITY				5,300	5,500
1105315-520210	SOCIAL SECURITY				20,168	20,476
1105315-520220	RETIREMENT				26,363	26,766
1105315-520260	INSURANCE				62,055	65,158
1105315-520410	CELL PHONE ALLOWANCE				960	1,000
<b>EMPLOYEE BENEFITS</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>114,845</u>	<u>118,900</u>
<b>TOTAL PERSONNEL SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>378,473</u>	<u>386,560</u>
1105315-530110	REG. FEES & CERTIFICATION				3,000	3,000
1105315-530350	MAINT OF TRAFFIC SIGNALS				-	-
<b>PROF &amp; TECH SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>3,000</u>	<u>3,000</u>
1105315-540070	BUILDING MAINTENANCE				15,000	15,000
1105315-540200	VEHICLE REPAIR				15,000	15,000
1105315-540280	MISC CONTRACT SERVICES				-	-
1105315-540310	UNIFORM RENTAL/SERVICES				1,000	1,000
1105315-540320	EQUIPMENT RENTAL				1,000	1,000
1105315-540500	RADIO MAINTENANCE				-	-
1105315-540550	MAINTENANCE SERVICES				5,000	5,000
<b>PROPERTY SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>37,000</u>	<u>37,000</u>
1105315-550030	TRAVEL & EXPENSES				3,500	3,500
1105315-550220	TELEPHONE				250	250
1105315-550250	UTILITIES (PSO)				-	-
1105315-550540	OUTSIDE DATA SERVICES				2,000	2,000
<b>OTHER SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>5,750</u>	<u>5,750</u>
1105315-560100	UNIFORMS				2,500	2,500
1105315-560190	TIRES & TUBES				3,500	3,500
1105315-560200	VEHICLE REPAIR PARTS				15,000	15,000
1105315-560210	FUEL & LUBRICANTS				20,000	20,000
1105315-560230	MATERIAL & SUPPLIES				8,000	8,000
1105315-560240	OTHER EQUIPMENT				1,500	1,500
1105315-560310	OTHER EQUIP PARTS/MAINT				-	-
1105315-560350	TRAFFIC SIGNAL SUPPLIES				-	-
1105315-560360	STREET SIGN MARKING SUPPLIES				115,000	115,000
1105315-560500	RADIO MAINTENANCE	-	-	-	-	-
<b>MATERIALS &amp; SUPPLIES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>165,500</u>	<u>165,500</u>
<b>TRAFFIC</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>589,723</u>	<u>597,810</u>
<b>STREET/STORMWATER</b>		<u>3,465,809</u>	<u>3,703,422</u>	<u>3,566,591</u>	<u>3,974,840</u>	<u>4,099,413</u>



## PARKS

### DIVISIONS:

Parks  
Main Place  
Historical Museum

Recreation  
Forestry/Horticulture  
Cemetery

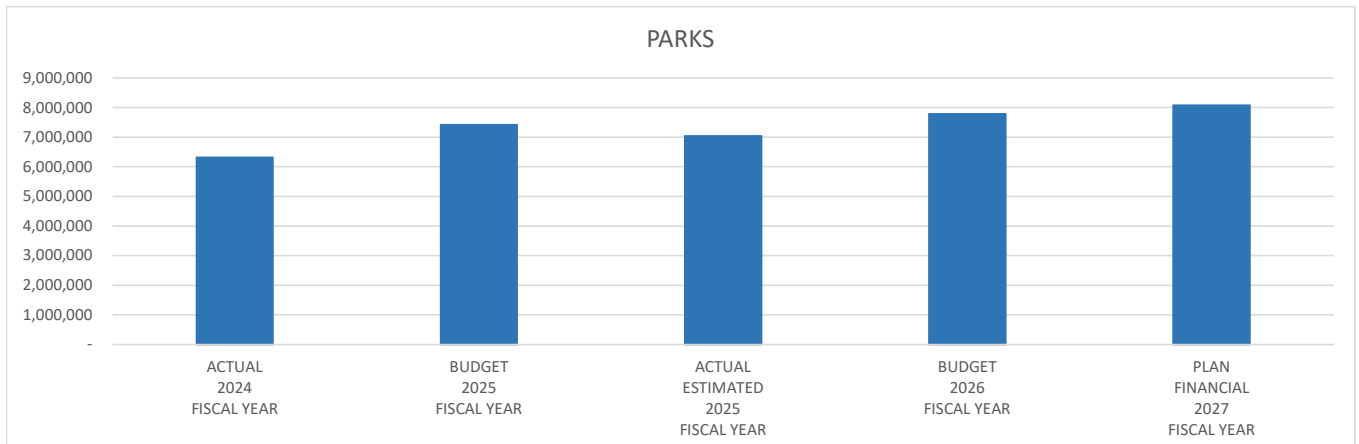
### PURPOSE:

To provide park and recreation services and facilities viewed by the citizens as highly valued investments in their daily lives, improve the quality of life by providing the citizens of Broken Arrow with the level of satisfaction they desire through meeting their recreational, educational and cultural needs and desires including maintenance and enhancement of the City's urban forest. Maintaining the cemetery grounds and provide burial services in a professional, courteous and caring manner.

	FY2024	FY2025	FY2026
Total Full Time	59	59	59
Total Part Time	4	4	4
Total Seasonal	91	91	91

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	3,293,032	3,674,430	3,605,213	3,963,014	4,000,259
EMPLOYEE BENEFITS	1,337,455	1,718,185	1,409,041	1,545,029	1,746,061
<b>TOTAL PERSONNEL SERVICES</b>	<b>4,630,487</b>	<b>5,392,615</b>	<b>5,014,254</b>	<b>5,508,043</b>	<b>5,746,320</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	19,862	54,700	41,100	56,400	57,000
PROPERTY SERVICES	405,434	450,500	491,845	475,600	489,800
OTHER SERVICES	686,635	849,200	824,570	1,002,800	1,021,900
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,111,931</b>	<b>1,354,400</b>	<b>1,357,515</b>	<b>1,534,800</b>	<b>1,568,700</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>579,271</b>	<b>675,200</b>	<b>665,550</b>	<b>738,550</b>	<b>767,050</b>
<b>TOTAL</b>	<b>6,321,689</b>	<b>7,422,215</b>	<b>7,037,319</b>	<b>7,781,393</b>	<b>8,082,070</b>





**CITY OF BROKEN ARROW  
GENERAL FUND  
PARKS DEPARTMENT  
Park Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1106000-510040	REGULAR	1,606,072	1,692,122	1,688,783	1,888,294	1,916,619
1106000-510050	VARIABLE PAY PROGRAM	-	3,700	7,300	7,300	7,500
1106000-510080	PART TIME & TEMPORARY	29,296	35,000	26,000	43,200	35,000
1106000-510110	OVERTIME	24,424	30,000	30,000	33,000	35,000
1106000-510190	INJURY PAY	93	-	5,000	-	-
<b>SALARIES AND WAGES</b>		<b>1,659,884</b>	<b>1,760,822</b>	<b>1,757,083</b>	<b>1,971,794</b>	<b>1,994,119</b>
1106000-520100	LONGEVITY	29,617	32,300	31,400	27,800	29,200
1106000-520210	SOCIAL SECURITY	123,935	134,703	134,417	13,860	152,550
1106000-520220	RETIREMENT	166,052	176,082	175,708	186,302	199,412
1106000-520260	INSURANCE	431,499	573,580	443,725	553,892	581,586
1106000-520410	CELL PHONE ALLOWANCE	1,920	1,920	1,920	1,920	2,000
<b>EMPLOYEE BENEFITS</b>		<b>753,022</b>	<b>918,585</b>	<b>787,171</b>	<b>783,774</b>	<b>964,748</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>2,412,907</b>	<b>2,679,407</b>	<b>2,544,254</b>	<b>2,755,568</b>	<b>2,958,867</b>
1106000-530110	REG. FEES & CERTIFICATION	1,555	5,100	4,500	5,100	5,300
1106000-530850	MEMBERSHIP DUES	7,013	6,200	7,300	7,500	7,500
1106000-530870	PROFESSIONAL SERVICES	-	12,000	12,000	12,000	12,000
<b>PROF &amp; TECH SERVICES</b>		<b>8,568</b>	<b>23,300</b>	<b>23,800</b>	<b>24,600</b>	<b>24,800</b>
1106000-540070	BUILDING MAINTENANCE	21,717	14,000	27,975	16,000	16,000
1106000-540160	BLDG. MAIN. EMERGENCIES	-	25,000	12,500	25,000	25,000
1106000-540200	VEHICLE REPAIR	39,428	15,000	21,000	17,000	17,500
1106000-540280	MISC. CONTRACT SERVICES	58,029	74,500	76,100	76,500	78,000
1106000-540310	UNIFORM RENTAL/SERVICES	6,591	7,300	7,100	8,000	8,300
1106000-540320	EQUIPMENT RENTAL	1,656	3,200	2,700	3,200	3,400
1106000-540330	OTHER RENTAL	4,762	5,600	6,350	6,500	6,800
1106000-540550	MAINTENANCE SERVICES	14,872	15,600	18,800	21,500	23,000
<b>PROPERTY SERVICES</b>		<b>147,055</b>	<b>160,200</b>	<b>172,525</b>	<b>173,700</b>	<b>178,000</b>
1106000-550030	TRAVEL & EXPENSES	209	6,000	1,000	6,000	6,200
1106000-550220	TELEPHONE	4,167	5,500	5,000	5,500	5,500
1106000-550230	OTHER UTILITIES	62,173	57,000	62,000	70,000	72,000
1106000-550240	UTILITIES (ONG)	1,460	1,900	1,900	2,100	2,100
1106000-550250	UTILITIES (PSO)	75,818	87,000	88,700	116,200	118,000
1106000-550400	UTILITIES (PSO) BASEBALL	15,016	25,300	19,000	23,000	26,300
1106000-550410	UTILITIES (PSO) SOCCER	23,440	22,000	33,000	35,000	35,000
1106000-550420	UTILITIES (PSO) SOFTBALL	30,657	41,000	40,300	42,000	42,000
1106000-550430	UTILITIES (PSO) AL GRAHAM	7,654	15,000	12,000	15,000	15,000
1106000-550460	UTILITIES (PSO) FOOTBALL	11,557	14,700	14,500	16,500	16,500
1106000-550470	UTILITIES (PSO) ADULT SOFTBALL	40,102	49,300	43,000	45,000	50,000
1106000-550540	OUTSIDE DATA SERVICE	11,131	15,000	10,200	15,000	15,500
<b>OTHER SERVICES</b>		<b>283,384</b>	<b>339,700</b>	<b>330,600</b>	<b>391,300</b>	<b>404,100</b>
1106000-560030	OFFICE SUPPLIES	10,774	2,000	6,000	6,000	6,200
1106000-560100	UNIFORMS	6,726	10,500	9,500	10,500	10,800
1106000-560180	BLDG MATERIAL & SUPPLIES	39,155	33,900	58,900	58,900	60,000
1106000-560190	TIRES & TUBES	11,285	9,100	12,300	12,500	12,700
1106000-560200	VEHICLE REPAIR PARTS	52,454	58,500	50,000	58,500	59,000
1106000-560210	FUEL & LUBRICANTS	93,316	103,000	95,000	103,000	104,000
1106000-560230	MATERIAL & SUPPLIES	22,144	23,000	21,000	23,000	23,500
1106000-560240	OTHER EQUIPMENT	8,911	10,000	9,000	10,000	10,500
1106000-560270	CONCRETE & AGGREGATE	6,441	10,000	8,000	10,000	11,000
1106000-560300	JANITORIAL SUPPLIES	8,500	10,500	10,400	11,000	11,500
1106000-560310	OTHER EQUIP PARTS/MAINT	1,115	1,000	1,200	1,300	1,400
1106000-560330	RECREATIONAL SUPPLIES	17,659	30,000	28,000	30,000	32,000
1106000-560340	CHEMICAL & LAB SUPPLIES	45,146	51,500	51,500	52,500	53,500
1106000-560500	RADIO MAINTENANCE	171	500	-	500	500
1106000-560700	BEAUTIFICATION	3,215	10,000	7,000	10,000	10,000
<b>MATERIALS &amp; SUPPLIES</b>		<b>327,011</b>	<b>363,500</b>	<b>367,800</b>	<b>397,700</b>	<b>406,600</b>
<b>PARKS</b>		<b>3,178,925</b>	<b>3,566,107</b>	<b>3,438,979</b>	<b>3,742,868</b>	<b>3,972,367</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
PARKS DEPARTMENT  
Main Place Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1106001-540070	BUILDING MAINTENANCE	11,531	20,000	10,000	18,500	19,000
<b>PROPERTY SERVICES</b>		<b>11,531</b>	<b>20,000</b>	<b>10,000</b>	<b>18,500</b>	<b>19,000</b>
1106001-550220	TELEPHONE	1,816	3,000	1,500	3,000	3,000
1106001-550230	OTHER UTILITIES	-	-	-	-	-
1106001-550240	UTILITIES (ONG)	17,164	20,000	18,000	20,000	20,000
1106001-550250	UTILITIES (PSO)	41,628	75,000	52,000	62,000	62,000
1106001-550540	DATA SERVICES	2,848	3,200	3,000	3,900	3,900
<b>OTHER SERVICES</b>		<b>63,456</b>	<b>101,200</b>	<b>74,500</b>	<b>88,900</b>	<b>88,900</b>
1106001-560180	BLDG MATERIAL & SUPPLIES	5,379	6,000	6,000	6,000	6,000
1106001-560230	MATERIAL & SUPPLIES	-	700	700	750	750
1106001-560240	OTHER EQUIPMENT	-	-	-	-	-
1106001-560300	JANITORIAL SUPPLIES	-	300	300	300	300
<b>MATERIALS &amp; SUPPLIES</b>		<b>5,379</b>	<b>7,000</b>	<b>7,000</b>	<b>7,050</b>	<b>7,050</b>
<b>MAIN PLACE</b>		<b>80,366</b>	<b>128,200</b>	<b>91,500</b>	<b>114,450</b>	<b>114,950</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
PARKS DEPARTMENT  
Recreation Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1106002-510040	REGULAR	577,206	615,737	607,870	668,553	678,581
1106002-510050	VARIABLE PAY PROGRAM	-	1,200	1,200	1,200	1,200
1106002-510080	PART TIME & TEMPORARY	408,905	576,695	575,000	600,000	600,000
1106002-510110	OVERTIME	38,734	25,000	32,000	30,000	30,000
1106002-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>1,024,845</b>	<b>1,218,632</b>	<b>1,216,070</b>	<b>1,299,753</b>	<b>1,309,781</b>
1106002-520100	LONGEVITY	3,100	3,600	800	900	2,000
1106002-520120	EDUCATION/PERFORMANCE	1,500	1,500	1,500	1,500	1,500
1106002-520210	SOCIAL SECURITY	76,631	93,225	93,029	97,648	100,198
1106002-520220	RETIREMENT	59,016	121,863	64,107	64,904	70,978
1106002-520260	INSURANCE	165,055	205,968	169,890	182,393	191,513
1106002-520410	CELL PHONE ALLOWANCE	1,920	1,920	1,920	2,000	2,000
<b>EMPLOYEE BENEFITS</b>		<b>307,221</b>	<b>428,077</b>	<b>331,246</b>	<b>349,345</b>	<b>368,189</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>1,332,067</b>	<b>1,646,709</b>	<b>1,547,317</b>	<b>1,649,098</b>	<b>1,677,971</b>
1106002-530110	REG. FEES & CERTIFICATION	9,800	18,200	12,000	18,200	18,200
1106002-530840	MEDICAL VACCINATION	-	10,000	2,400	10,000	10,000
1106002-530850	MEMBERSHIP DUES	799	1,100	1,200	1,300	1,500
<b>PROF &amp; TECH SERVICES</b>		<b>10,598</b>	<b>29,300</b>	<b>15,600</b>	<b>29,500</b>	<b>29,700</b>
1106002-540070	BUILDING MAINTENANCE	36,564	51,000	45,000	51,000	51,000
1106002-540280	MISC. CONTRACT SERVICES	67,782	54,000	70,000	25,000	25,000
1106002-540290	OTHER EQUIPMENT REPAIR	-	-	-	-	-
1106002-540330	OTHER RENTAL	23,619	15,000	25,000	26,000	27,000
1106002-540550	MAINTENANCE SERVICES	13,217	15,000	21,000	23,000	25,000
<b>PROPERTY SERVICES</b>		<b>141,182</b>	<b>135,000</b>	<b>161,000</b>	<b>125,000</b>	<b>128,000</b>
1106002-550030	TRAVEL & EXPENSES	5,637	12,000	11,000	15,000	15,000
1106002-550100	SERVICE CONTRACT	117,461	123,000	123,000	123,000	123,000
1106002-550220	TELEPHONE	6,848	7,200	6,000	7,200	7,200
1106002-550240	UTILITIES (ONG)	16,000	19,000	18,000	19,000	19,000
1106002-550250	UTILITIES (PSO)	106,168	130,000	120,000	130,000	135,000
1106002-550280	CONTRACT SERVICES	-	-	10,250	71,100	71,100
1106002-550360	PRINTING SERVICES	896	1,200	1,200	1,200	1,500
1106002-550540	OUTSIDE DATA SERVICE	7,903	7,000	7,000	9,000	10,000
1106002-550550	CREDIT CARD CHARGES	13,596	15,000	35,000	50,000	50,000
1106002-550860	MISCELLANEOUS EXPENSE	-	-	-	-	-
<b>OTHER SERVICES</b>		<b>274,510</b>	<b>314,400</b>	<b>331,450</b>	<b>425,500</b>	<b>431,800</b>
1106002-560030	OFFICE SUPPLIES	1,331	4,500	4,500	5,000	5,000
1106002-560100	UNIFORMS	3,567	3,500	3,500	3,500	3,500
1106002-560180	BLDG MATERIAL & SUPPLIES	13,033	11,300	14,500	15,000	15,000
1106002-560190	TIRES & TUBES	77	300	300	300	300
1106002-560200	VEHICLE REPAIR PARTS	697	800	800	800	800
1106002-560210	FUEL & LUBRICANTS	144	800	800	800	800
1106002-560230	MATERIAL & SUPPLIES	13,217	16,000	10,000	16,000	16,000
1106002-560240	OTHER EQUIPMENT	9,381	18,000	18,000	20,000	20,000
1106002-560280	BOOKS, MAGS, & SUBSCRIPT.	-	200	200	400	400
1106002-560300	JANITORIAL SUPPLIES	2,751	6,400	6,400	7,000	7,200
1106002-560310	OTHER EQUIP PARTS/MAINT	60	-	-	-	-
1106002-560330	RECREATIONAL SUPPLIES	35,804	56,600	57,000	60,000	65,000
1106002-560340	CHEMICAL & LAB SUPPLIES	37,498	33,000	35,000	40,000	45,000
1106002-560670	CONCESSION SUPPLIES	54,324	45,000	50,000	55,000	60,000
<b>MATERIALS &amp; SUPPLIES</b>		<b>171,883</b>	<b>196,400</b>	<b>201,000</b>	<b>223,800</b>	<b>239,000</b>
<b>RECREATION</b>		<b>1,930,240</b>	<b>2,321,809</b>	<b>2,256,367</b>	<b>2,452,898</b>	<b>2,506,471</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
PARKS DEPARTMENT  
Forestry/Horticulture Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1106003-510040	REGULAR	429,822	485,917	435,630	471,252	478,321
1106003-510050	VARIABLE PAY PROGRAM	-	2,200	2,200	2,500	2,500
1106003-510080	PART TIME & TEMPORARY	4,679	5,700	2,500	14,400	5,700
1106003-510110	OVERTIME	1,913	6,200	4,500	6,200	6,600
1106003-590190	INJURY PAY	271	-	900	-	-
<b>SALARIES AND WAGES</b>		<b>436,686</b>	<b>500,017</b>	<b>445,730</b>	<b>494,352</b>	<b>493,121</b>
1106003-520100	LONGEVITY	5,500	5,800	6,400	6,900	7,900
1106003-520120	EDUCATION/PERFORMANCE	-	5,200	-	-	-
1106003-520210	SOCIAL SECURITY	32,067	38,695	34,098	43,800	37,724
1106003-520220	RETIREMENT	43,735	73,602	44,573	60,390	49,312
1106003-520260	INSURANCE	130,900	153,179	127,878	216,626	227,457
<b>EMPLOYEE BENEFITS</b>		<b>212,201</b>	<b>276,476</b>	<b>212,949</b>	<b>327,716</b>	<b>322,393</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>648,887</b>	<b>776,493</b>	<b>658,679</b>	<b>822,069</b>	<b>815,514</b>
1106003-530110	REG. FEES & CERTIFICATION	531	1,800	1,500	2,000	2,100
1106003-530850	MEMBERSHIP DUES	165	300	200	300	400
<b>PROF &amp; TECH SERVICES</b>		<b>696</b>	<b>2,100</b>	<b>1,700</b>	<b>2,300</b>	<b>2,500</b>
1106003-540200	VEHICLE REPAIR	4,158	5,000	4,000	5,000	5,300
1106003-540280	MISC. CONTRACT SERVICES	58,855	62,000	62,000	65,000	66,000
1106003-540310	UNIFORM RENTAL/SERVICES	2,143	2,800	2,200	2,900	3,000
1106003-540330	OTHER RENTAL	41	-	-	-	-
<b>PROPERTY SERVICES</b>		<b>65,197</b>	<b>69,800</b>	<b>68,200</b>	<b>72,900</b>	<b>74,300</b>
1106003-550030	TRAVEL & EXPENSES	-	2,500	500	2,500	2,500
<b>OTHER SERVICES</b>		<b>-</b>	<b>2,500</b>	<b>500</b>	<b>2,500</b>	<b>2,500</b>
1106003-560030	OFFICE SUPPLIES	-	200	100	200	300
1106003-560100	UNIFORMS	1,970	3,200	3,000	3,200	3,400
1106003-560180	BLDG MATERIAL & SUPPLIES	1,023	1,400	1,200	1,400	1,600
1106003-560190	TIRES & TUBES	938	1,500	2,200	2,200	2,500
1106003-560200	VEHICLE REPAIR PARTS	2,491	2,100	2,100	2,300	2,500
1106003-560210	FUEL & LUBRICANTS	3,078	9,700	7,000	9,000	9,500
1106003-560230	MATERIAL & SUPPLIES	4,586	4,800	4,500	4,800	4,900
1106003-560240	OTHER EQUIPMENT	855	2,000	2,000	2,200	2,300
1106003-560270	CONCRETE & AGGREGATE	2,790	3,500	3,500	3,700	3,800
1106003-560310	OTHER EQUIP PARTS/MAINT	721	1,000	800	1,000	1,200
1106003-560340	CHEMICAL & LAB SUPPLIES	6,232	7,000	5,000	6,000	6,500
1106003-560700	BEAUTIFICATION	23,382	26,000	25,000	27,500	28,500
<b>MATERIALS &amp; SUPPLIES</b>		<b>48,065</b>	<b>62,400</b>	<b>56,400</b>	<b>63,500</b>	<b>67,000</b>
<b>FORESTRY/HORTICULTURE</b>		<b>762,845</b>	<b>913,293</b>	<b>785,479</b>	<b>963,269</b>	<b>961,814</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
PARKS DEPARTMENT  
Historical Museum Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1106004-540070	BUILDING MAINTENANCE	36,149	55,000	72,600	75,000	80,000
1106004-540280	MISC. CONTRACT SERVICES	-	-	-	-	-
<b>PROPERTY SERVICES</b>		<b>36,149</b>	<b>55,000</b>	<b>72,600</b>	<b>75,000</b>	<b>80,000</b>
1106004-550220	TELEPHONE	3,627	6,800	6,500	6,800	6,800
1106004-550240	UTILITIES (ONG)	11,201	15,000	14,000	15,000	15,000
1106004-550250	UTILITIES (PSO)	39,401	52,000	52,850	54,000	54,000
1006004-550540	OUTSIDE DATA SERVICE	5,302	6,000	4,500	6,000	6,000
<b>OTHER SERVICES</b>		<b>59,531</b>	<b>79,800</b>	<b>77,850</b>	<b>81,800</b>	<b>81,800</b>
1106004-560180	BLDG MATERIAL & SUPPLIES	3,642	15,000	10,000	15,000	15,000
1106004-560230	MATERIAL & SUPPLIES	-	2,000	2,000	2,000	2,000
1106004-560240	OTHER EQUIPMENT	-	-	-	-	-
<b>MATERIALS &amp; SUPPLIES</b>		<b>3,642</b>	<b>17,000</b>	<b>12,000</b>	<b>17,000</b>	<b>17,000</b>
<b>HISTORICAL MUSEUM</b>		<b>99,322</b>	<b>151,800</b>	<b>162,450</b>	<b>173,800</b>	<b>178,800</b>



**CITY OF BROKEN ARROW  
GENERAL FUND  
PARKS DEPARTMENT  
Cemetery Division**

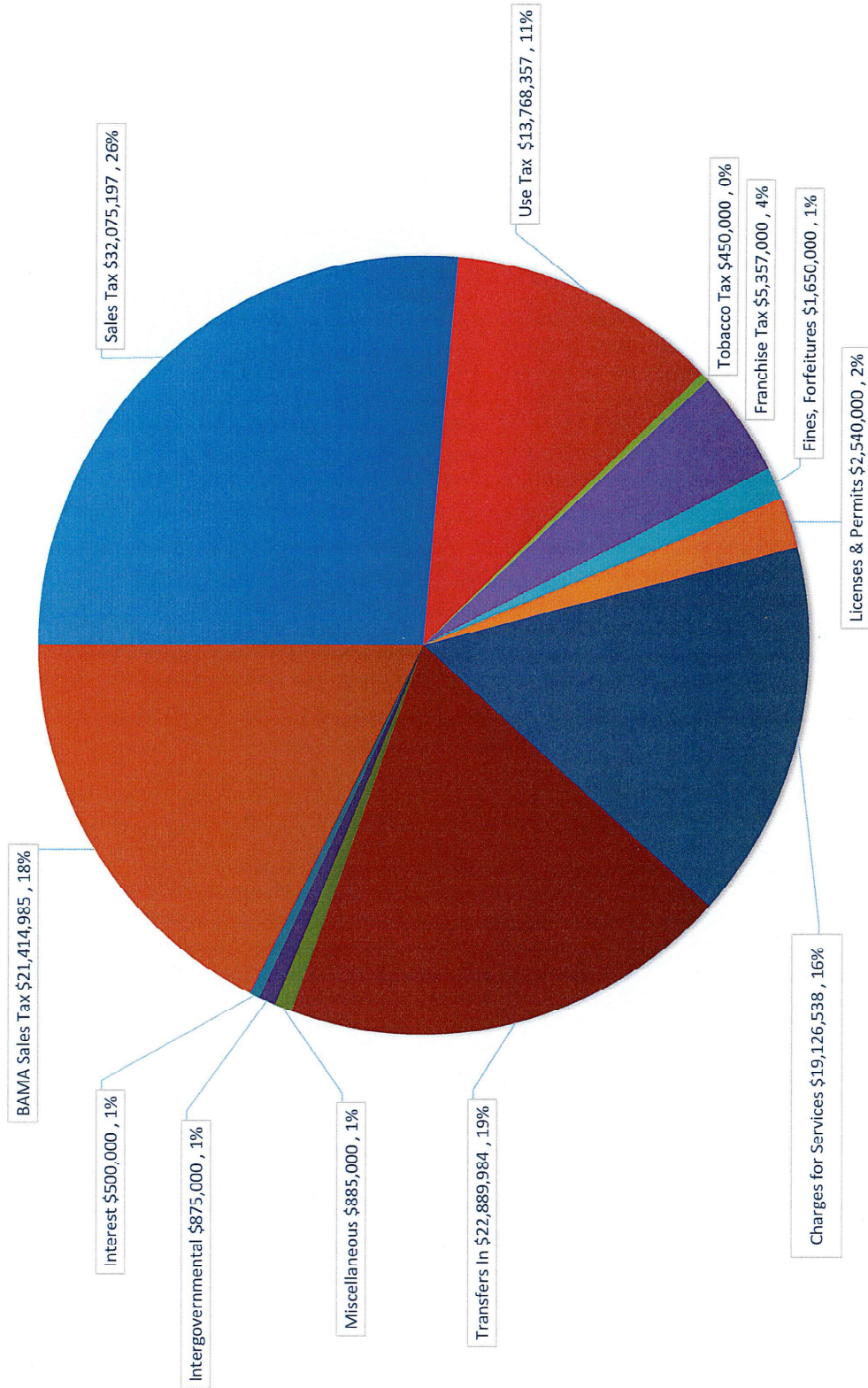
ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
1106005-510040	REGULAR	156,184	186,659	164,829	174,114	179,337
1106005-510050	VARIABLE PAY PROGRAM	-	-	-	1,200	1,200
1106005-510080	PART TIME & TEMPORARY	7,997	2,500	14,500	14,400	15,000
1106005-510110	OVERTIME	7,170	5,800	7,000	7,400	7,700
1106005-510190	INJURY PAY	266	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>171,616</b>	<b>194,959</b>	<b>186,329</b>	<b>197,114</b>	<b>203,237</b>
1106005-520100	LONGEVITY	3,300	3,500	3,500	3,700	3,900
1106005-520210	SOCIAL SECURITY	13,004	14,914	14,254	14,180	15,548
1106005-520220	RETIREMENT	16,689	19,496	18,633	17,781	20,324
1106005-520260	INSURANCE	32,017	57,137	41,287	48,532	50,959
<b>EMPLOYEE BENEFITS</b>		<b>65,010</b>	<b>95,047</b>	<b>77,674</b>	<b>84,194</b>	<b>90,730</b>
<b>TOTAL PERSONNEL SERVICES</b>		<b>236,626</b>	<b>290,006</b>	<b>264,004</b>	<b>281,308</b>	<b>293,968</b>
1106005-540070	BUILDING MAINTENANCE	1,579	2,000	1,300	2,000	2,000
1106005-540200	VEHICLE REPAIR	37	1,000	300	1,000	1,000
1106005-540280	MISC CONTRACT SERVICES	1,850	5,500	4,000	5,500	5,500
1106005-540310	UNIFORM RENTAL/SERVICES	698	800	800	800	800
1106005-540330	OTHER RENTAL	29	100	50	100	100
1106005-540550	MAINTENANCE SERVICES	127	1,100	1,070	1,100	1,100
<b>PROPERTY SERVICES</b>		<b>4,320</b>	<b>10,500</b>	<b>7,520</b>	<b>10,500</b>	<b>10,500</b>
1106005-550030	TRAVEL	-	-	-	-	-
1106005-550220	TELEPHONE	1,227	1,500	3,100	3,200	3,200
1106005-550240	UTILITIES (ONG)	1,062	1,500	900	1,000	1,000
1106005-550250	UTILITIES (PSO)	1,853	2,500	2,270	2,500	2,500
1106005-550370	TEMPORARY SERVICES	305	4,000	2,000	4,000	4,000
1106005-550540	OUTSIDE DATA SERVICES	1,308	1,900	1,200	1,900	1,900
1106005-550890	EMPLOYEE/CITIZEN ACTIVITY	-	200	200	200	200
<b>OTHER SERVICES</b>		<b>5,755</b>	<b>11,600</b>	<b>9,670</b>	<b>12,800</b>	<b>12,800</b>
1106005-560030	OFFICE SUPPLIES	155	600	600	-	-
1106005-560100	UNIFORMS	455	1,700	600	1,700	1,700
1106005-560180	BLDG MATERIAL & SUPPLIES	349	500	250	500	500
1106005-560190	TIRES & TUBES	443	2,200	950	2,200	2,200
1106005-560200	VEHICLE REPAIR PARTS	9,075	6,600	5,200	6,600	6,600
1106005-560210	FUEL & LUBRICANTS	6,667	4,500	5,000	5,000	5,500
1106005-560230	MATERIAL & SUPPLIES	3,543	8,000	4,000	8,000	8,000
1106005-560240	OTHER EQUIPMENT	249	900	450	800	900
1106005-560270	CONCRETE & AGGREGATE	1,888	3,300	3,200	3,500	3,700
1106005-560300	JANITORIAL SUPPLIES	352	600	1,100	1,200	1,300
1106005-560310	OTHER EQUIP PARTS/MAINT	83	-	-	-	-
1106005-560340	CHEMICAL & LAB SUPPLIES	31	-	-	-	-
<b>MATERIALS &amp; SUPPLIES</b>		<b>23,290</b>	<b>28,900</b>	<b>21,350</b>	<b>29,500</b>	<b>30,400</b>
<b>CEMETERY</b>		<b>269,992</b>	<b>341,006</b>	<b>302,544</b>	<b>334,108</b>	<b>347,668</b>
<b>TOTAL PARKS</b>		<b>6,321,689</b>	<b>7,422,215</b>	<b>7,037,319</b>	<b>7,781,393</b>	<b>8,082,070</b>



## SECTION 3

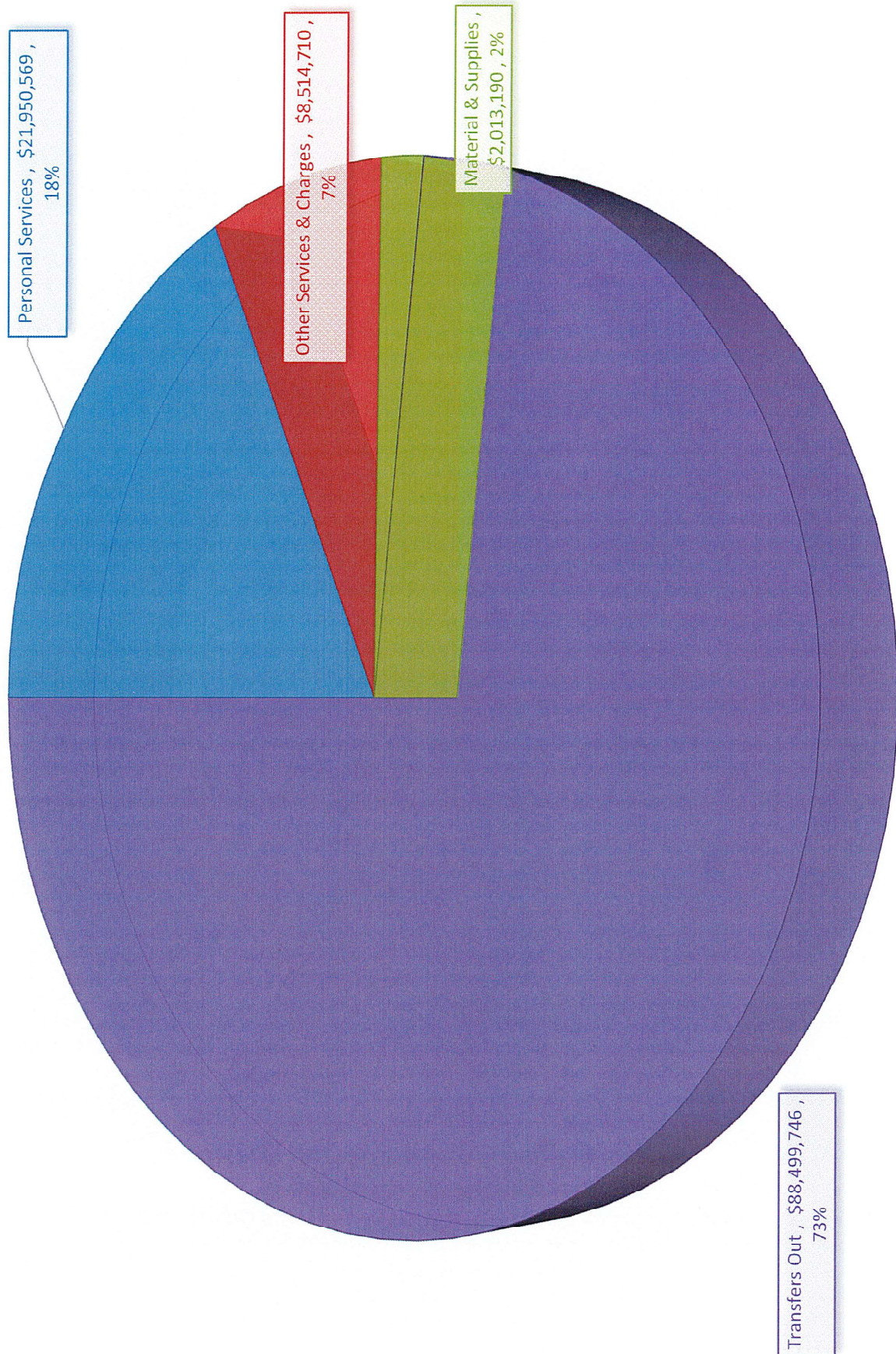


# CITY OF BROKEN ARROW GENERAL FUND RESOURCES FISCAL YEAR 2026





## GENERAL FUND EXPENSES BY CLASSIFICATION FY 2026





**BROKEN ARROW MUNICIPAL AUTHORITY**  
**FINANCIAL PLAN**  
**FISCAL YEAR 2026 BUDGET**

	FISCAL YEAR 2024 ACTUAL	FINANCIAL PLAN 2025	ESTIMATED ACTUAL 2025	FINANCIAL PLAN 2026
<b>BEGINNING FUND BALANCE -</b>				
<b>EMERGENCY RESERVE FUND BALANCE</b>	19,703,847	20,949,008	20,949,008	22,382,515
<b>CURRENT REVENUE:</b>				
CHARGES FOR SERVICES	69,018,176	73,023,353	72,428,029	79,402,508
FINES FORFEITURES & ASSESSMENTS	945,121	1,100,000	1,020,000	1,100,000
INTEREST	20,987	13,000	30,000	30,000
MISCELLANEOUS	138,133	125,000	159,000	125,000
<b>TOTAL CURRENT REVENUE</b>	<b>70,122,416</b>	<b>74,261,353</b>	<b>73,637,029</b>	<b>80,657,508</b>
<b>OTHER FINANCING SOURCES:</b>				
TRANSFER OF FUND BALANCE FOR PRIOR YEAR CAPITAL PROJECTS	-	-	-	-
OWRB PROCEEDS FROM PRIOR YEARS	-	-	-	-
TRANSFERS IN	20,170,298	20,665,533	21,098,508	21,414,985
NOTE PROCEEDS	6,500,000	84,752,734	4,500,000	52,782,364
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>26,670,298</b>	<b>105,418,267</b>	<b>25,598,508</b>	<b>74,197,349</b>
<b>TOTAL REVENUES</b>	<b>96,792,714</b>	<b>179,679,620</b>	<b>99,235,537</b>	<b>154,854,857</b>
<b>CURRENT EXPENDITURES:</b>				
PERSONAL SERVICES	23,330,913	26,071,156	25,434,977	28,290,998
OTHER SERVICES & CHARGES	16,504,912	20,298,398	19,694,852	21,859,541
MATERIALS & SUPPLIES	6,790,002	7,444,800	7,702,665	8,029,125
<b>TOTAL CURRENT EXPENDITURES</b>	<b>46,625,828</b>	<b>53,814,354</b>	<b>52,832,493</b>	<b>58,179,664</b>
CAPITAL OUTLAY	15,087,064	90,738,763	9,711,029	58,161,529
<b>TOTAL EXPENDITURES</b>	<b>61,712,891</b>	<b>144,553,117</b>	<b>62,543,522</b>	<b>116,341,192</b>
<b>OTHER FINANCING USES -</b>				
DEBT SERVICE	13,064,364	13,560,000	13,560,000	13,997,000
TRANSFERS OUT	20,770,298	21,265,533	21,698,508	24,203,485
<b>TOTAL OTHER FINANCING USES</b>	<b>33,834,662</b>	<b>34,825,533</b>	<b>35,258,508</b>	<b>38,200,485</b>
<b>TOTAL EXPENDITURES AND USES</b>	<b>95,547,553</b>	<b>179,378,650</b>	<b>97,802,030</b>	<b>154,541,678</b>
<b>NET INCOME</b>	<b>1,245,161</b>	<b>300,970</b>	<b>1,433,507</b>	<b>313,179</b>
<b>ENDING FUND BALANCE -</b>				
<b>EMERGENCY RESERVE FUND BALANCE</b>	<b>20,949,008</b>	<b>21,249,978</b>	<b>22,382,515</b>	<b>22,695,695</b>



**BROKEN ARROW MUNICIPAL AUTHORITY**  
**FINANCIAL PLAN**  
**FISCAL YEAR 2026 BUDGET**

DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FINANCIAL PLAN 2025	ESTIMATED ACTUAL 2025	FINANCIAL PLAN 2026
<b>REVENUES:</b>				
CHARGES FOR SERVICES:				
Water Revenue	31,138,008	32,451,810	32,117,294	33,750,927
Sewer Charges	17,888,529	18,869,086	19,095,775	21,973,256
Sanitation	9,116,239	10,527,467	10,122,105	11,553,353
Extra Refuse Pick-up	430,986	300,000	545,635	450,000
Water Taps	847,349	750,000	640,000	750,000
Sewer Taps	33,168	40,000	40,300	40,000
Stormwater Utility Fee	9,007,299	9,487,990	9,311,466	10,282,972
Turn-ons	329,715	290,000	260,774	290,000
Transfer Fees		-	-	-
Pretreatment Application Fee	3,000	2,000	2,000	2,000
Administrative Fee	160,085	175,000	155,100	175,000
Property Damage		-	-	-
Return Check Fees	30,820	30,000	37,580	35,000
Sale of Material	32,979	100,000	100,000	100,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>69,018,176</b>	<b>73,023,353</b>	<b>72,428,029</b>	<b>79,402,508</b>



**BROKEN ARROW MUNICIPAL AUTHORITY**  
**FISCAL YEAR 2024**  
**ACTUAL**

DEPARTMENT/DIVISION	PERSONAL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
City Manager -				
Operations	408,448	5,572	-	414,020
Finance -				
Revenue	746,817	963,912	9,367	1,720,097
<b>General Government</b>	<b>8,594</b>	<b>1,306,645</b>	<b>13,106</b>	<b>1,328,344</b>
<b>General Services:</b>				
Operations	359,406	122,278	24,675	506,359
Building Maintenance	923,400	69,971	48,389	1,041,760
Fleet Maintenance	1,634,481	310,437	134,550	2,079,467
Purchasing	475,040	35,000	17,367	527,407
<b>Total General Services</b>	<b>3,392,326</b>	<b>537,686</b>	<b>224,981</b>	<b>4,154,993</b>
<b>Solid Waste &amp; Recycling</b>	<b>4,129,356</b>	<b>3,134,431</b>	<b>1,297,328</b>	<b>8,561,115</b>
<b>Engineering/Construction:</b>				
Construction	1,080,363	16,204	30,651	1,127,218
Engineering	1,705,382	328,785	22,086	2,056,254
Stormwater	667,378	26,025	33,849	727,251
Planning	544,631	249,197	1,701	795,529
<b>Total Engineering/Construction</b>	<b>3,997,754</b>	<b>620,212</b>	<b>88,287</b>	<b>4,706,253</b>
<b>Street/Stormwater -</b>				
Stormwater	2,612,860	1,061,137	380,283	4,054,280
<b>Utilities:</b>				
Water Distribution	2,089,754	2,351,036	984,310	5,425,100
Administration	361,388	17,104	5,839	384,331
Water R & C	1,083,462	51,609	169,716	1,304,787
Water Resources	224,000	97,250	31,882	353,132
Water Plant	1,361,301	1,430,745	2,126,832	4,918,878
Meter Reading	734,740	48,229	700,834	1,483,802
Wastewater Plant	849,593	2,654,151	451,843	3,955,587
Sewer Utilities R & C	1,330,521	2,225,194	305,393	3,861,108
<b>Total Utilities</b>	<b>8,034,758</b>	<b>8,875,317</b>	<b>4,776,651</b>	<b>21,686,726</b>
<b>TOTAL EXPENDITURES</b>	<b>23,330,913</b>	<b>16,504,912</b>	<b>6,790,002</b>	<b>46,625,828</b>
<b>CAPITAL OUTLAY</b>				<b>15,087,064</b>
<b>Other Financing Uses:</b>				
Debt Service:				11,307,918
Transfers Out				20,770,298
				-
				-
<b>Total Transfers Out</b>				<b>20,770,298</b>
<b>Total Other Financing Uses</b>				<b>32,078,216</b>
<b>TOTAL BUDGET</b>				<b>93,791,107</b>



**BROKEN ARROW MUNICIPAL AUTHORITY  
FISCAL YEAR 2025  
BUDGET**

DEPARTMENT/DIVISION	PERSONAL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>City Manager -</b>				
Operations	417,235	11,200	3,200	431,635
<b>Finance -</b>				
Revenue	795,104	1,259,700	12,700	2,067,504
<b>General Government</b>	7,000	1,530,500	5,700	1,543,200
<b>General Services:</b>				
Operations	493,594	136,000	30,600	660,194
Building Maintenance	1,032,526	73,500	55,200	1,161,226
Fleet Maintenance	1,876,746	402,400	123,700	2,402,846
Logistics	518,323	48,650	19,400	586,373
<b>Total General Services</b>	3,921,189	660,550	228,900	4,810,639
<b>Solid Waste &amp; Recycling</b>	4,381,697	4,029,760	1,463,500	9,874,957
<b>Engineering/Construction:</b>				
Construction	1,371,310	42,200	42,500	1,456,010
Engineering	2,103,563	434,800	43,400	2,581,763
Stormwater	691,882	55,700	16,000	763,582
Planning	515,969	235,570	8,600	760,139
<b>Total Engineering/Construction</b>	4,682,724	768,270	110,500	5,561,494
<b>Street/Stormwater -</b>				
Stormwater	2,984,414	1,166,399	405,100	4,555,913
<b>Utilities:</b>				
Water Utilities R & C	2,312,333	2,736,686	912,500	5,961,519
Administration	499,379	24,300	16,700	540,379
Water R & C	1,211,593	68,800	181,500	1,461,893
Water Resources	238,594	282,400	58,200	579,194
Water Plant	1,454,640	2,053,650	2,551,400	6,059,690
Meter Reading	839,273	254,500	642,300	1,736,073
Wastewater Plant	870,183	2,803,100	452,000	4,125,283
Sewer Utilities R & C	1,455,799	2,649,581	400,600	4,505,980
<b>Total Utilities</b>	8,881,793	10,873,017	5,215,200	24,970,010
<b>TOTAL EXPENDITURES</b>	<b>26,071,156</b>	<b>20,299,396</b>	<b>7,444,800</b>	<b>53,815,352</b>
<b>CAPITAL OUTLAY</b>				<b>71,214,248</b>
<b>Other Financing Uses:</b>				
Debt Service:				13,560,000
Transfers Out				21,265,533
				-
				-
<b>Total Transfers Out</b>				<b>21,265,533</b>
<b>Total Other Financing Uses</b>				<b>34,825,533</b>
<b>TOTAL BUDGET</b>				<b>159,855,133</b>



**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ESTIMATED ACTUAL**  
**FY 2025**

DEPARTMENT/DIVISION		PERSONAL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
City Manager -					
	Operations	423,807	11,200	3,200	438,207
Finance -	Revenue	789,729	1,071,900	9,000	1,870,628
General Government		4,161	1,434,450	6,000	1,444,611
General Services:					
	Operations	497,912	144,984	27,600	670,496
	Building Maintenance	947,223	105,700	55,000	1,107,923
	Fleet Maintenance	1,793,795	461,700	124,075	2,379,570
	Logistics	511,710	75,650	21,800	609,160
Total General Services		3,750,641	788,034	228,475	4,767,150
Solid Waste and Recycling		4,219,948	3,532,760	1,518,741	9,271,449
Engineering/Construction:					
	Construction	1,171,185	37,325	31,000	1,239,510
	Engineering	1,946,482	482,192	36,800	2,465,474
	Stormwater	646,740	88,200	16,000	750,940
	Planning	548,463	242,093	8,600	799,156
Total Engineering/Construction		4,312,870	849,810	92,400	5,255,080
Street/Stormwater -					
	Stormwater	3,007,351	1,178,659	405,100	4,591,110
Utilities:					
	Water Distribution	2,459,567	2,766,586	1,059,044	6,285,197
	Administration	451,147	35,800	23,900	510,847
	Water R & C	1,079,745	96,433	178,500	1,354,678
	Water Resources	259,375	259,800	57,180	576,355
	Water Plant	1,450,698	2,082,400	2,555,800	6,088,898
	Meter Reading	821,186	271,026	690,800	1,783,012
	Wastewater Plant	940,096	2,570,000	456,475	3,966,571
	Sewer Utilities R & C	1,464,655	2,745,994	418,050	4,628,699
Total Utilities		8,926,470	10,828,039	5,439,749	25,194,258
TOTAL EXPENDITURES		25,434,977	19,694,852	7,702,665	52,832,493
CAPITAL OUTLAY					-
Other Financing Uses:					
	Debt Service:				13,560,000
	Transfers Out				21,698,508
					-
					-
Total Transfers Out					21,698,508
Total Other Financing Uses					35,258,508
TOTAL BUDGET					88,091,001



**BROKEN ARROW MUNICIPAL AUTHORITY**  
**FINANCIAL PLAN**  
**FISCAL YEAR 2026**

DEPARTMENT/DIVISION		PERSONAL SERVICES	OTHER SERVICES & CHARGES	MATERIALS AND SUPPLIES	TOTAL
<b>City Manager -</b>					
	Operations	428,598	14,300	5,000	447,898
<b>Finance -</b>	Revenue	827,613	1,243,700	13,000	2,084,313
<b>General Government</b>		12,000	1,756,950	6,200	1,775,150
<b>General Services:</b>					
	Operations	535,596	169,000	30,400	734,996
	Building Maintenance	1,082,045	92,600	56,500	1,231,145
	Fleet Maintenance	1,882,464	463,550	143,675	2,489,689
	Logistics	589,256	82,650	19,400	691,306
<b>Total General Services</b>		4,089,360	807,800	249,975	5,147,135
<b>Solid Waste &amp; Recycling</b>		4,480,698	4,038,801	1,467,200	9,986,700
<b>Engineering/Construction:</b>					
	Construction	1,244,550	43,600	45,500	1,333,650
	Engineering	852,324	502,875	29,275	1,384,474
	Stormwater	756,076	81,200	17,800	855,076
	GIS	608,579	239,278	8,100	855,957
	Environmental	573,628	24,150	8,475	606,253
	Special Projects	456,259	5,275	7,825	469,359
	Transportation	612,739	18,375	5,575	636,689
<b>Total Engineering/Construction</b>		5,104,154	914,753	122,550	6,141,457
<b>Street/Stormwater -</b>					
	Stormwater	3,789,590	1,306,923	474,500	5,571,013
<b>Utilities:</b>					
	Water Distribution	2,562,565	2,877,520	1,142,600	6,582,685
	Administration	471,494	53,300	18,100	542,894
	Water R & C	1,432,257	79,700	204,200	1,716,157
	Water Resources	277,417	311,900	72,200	661,517
	Waterplant	1,538,216	2,230,500	2,670,800	6,439,516
	Meter Readers	833,620	246,400	695,600	1,775,620
	Wastewater Treatment	952,938	3,058,100	495,500	4,506,538
	Sewer R & C	1,490,477	2,918,894	391,700	4,801,071
<b>Total Utilities</b>		9,558,984	11,776,314	5,690,700	27,025,998
<b>TOTAL EXPENDITURES</b>		<b>28,290,998</b>	<b>21,859,541</b>	<b>8,029,125</b>	<b>58,179,664</b>
<b>CAPITAL OUTLAY</b>					<b>10,993,188</b>
<b>Other Financing Uses:</b>					
	Additional positions				-
	Debt Service:				13,997,000
	Transfers Out				24,203,485
					-
<b>Total Transfers Out</b>					<b>24,203,485</b>
<b>Total Other Financing Uses</b>					<b>38,200,485</b>
<b>TOTAL BUDGET</b>					<b>107,373,337</b>



## OFFICE OF THE CITY MANAGER

### DIVISIONS:

City Manager

Operations

### PURPOSE:

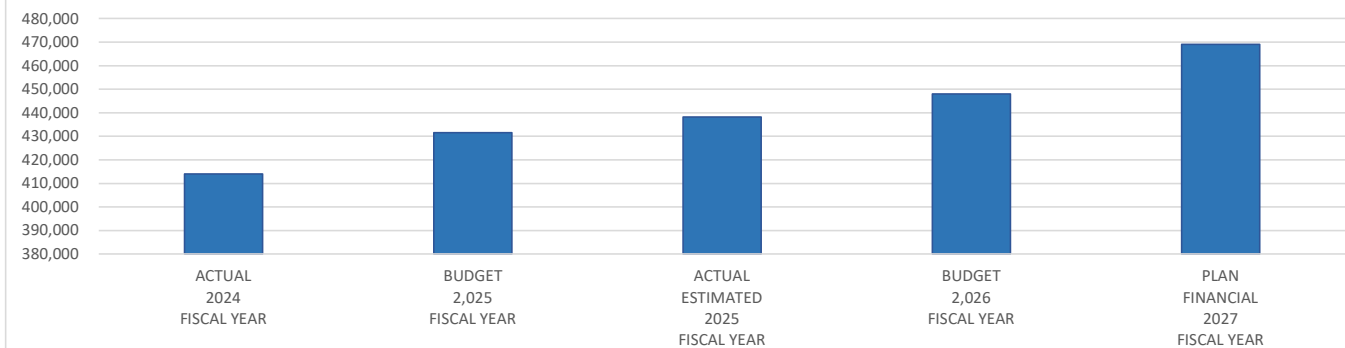
To serve as the Chief Executive Officer of the City of Broken Arrow providing for the oversight and administration of all City departments, directing the implementation of policies and programs adopted by the City Council, resolving citizen concerns, representing the City with in the community, region and state as required and recommending the annual budget and policy recommendations for consideration by the City Council. The City Manager's office is also responsible for communications of City business and plans and the coordination of major projects.

	FY 2024	FY 2025	FY 2026
Total Full Time	2	2	2
Total Part Time	0	0	0

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2,025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2,026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONAL SERVICES:</b>					
SALARIES & WAGES	305,372	309,321	314,983	319,214	332,985
EMPLOYEE BENEFITS	103,076	107,914	108,824	109,384	117,024
<b>TOTAL PERSONAL SERVICES</b>	<b>408,448</b>	<b>417,235</b>	<b>423,807</b>	<b>428,598</b>	<b>450,009</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	1,434	4,600	4,600	6,100	6,300
PROPERTY SERVICES	-	-	-	-	-
OTHER SERVICES	4,139	6,600	6,600	8,200	9,200
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,572</b>	<b>11,200</b>	<b>11,200</b>	<b>14,300</b>	<b>15,500</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>-</b>	<b>3,200</b>	<b>3,200</b>	<b>5,000</b>	<b>3,500</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>414,020</b>	<b>431,635</b>	<b>438,207</b>	<b>447,898</b>	<b>469,009</b>

### OFFICE OF THE CITY MANAGER





**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**CITY MANAGER**  
**Operations Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2201302-510040	REGULAR	303,185	305,721	310,500	315,614	329,185
2201302-510050	VARIABLE PAY	-	-	883	-	-
2201302-510110	OVERTIME	2,187	3,600	3,600	3,600	3,800
<b>SALARIES AND WAGES</b>		<b>305,372</b>	<b>309,321</b>	<b>314,983</b>	<b>319,214</b>	<b>332,985</b>
2201302-520100	LONGEVITY	2,000	2,200	2,200	2,400	2,600
2201302-520210	SOCIAL SECURITY	20,369	23,663	24,096	21,102	25,473
2201302-520220	RETIREMENT	31,493	30,932	31,498	32,557	33,299
2201302-520260	INSURANCE	41,654	43,559	43,470	45,764	48,052
2201302-520400	CAR ALLOWANCE	4,800	4,800	4,800	4,800	4,800
2201302-520410	CELL PHONE ALLOWANCE	2,760	2,760	2,760	2,760	2,800
<b>EMPLOYEE BENEFITS</b>		<b>103,076</b>	<b>107,914</b>	<b>108,824</b>	<b>109,384</b>	<b>117,024</b>
<b>PERSONNEL SERVICES</b>		<b>408,448</b>	<b>417,235</b>	<b>423,807</b>	<b>428,598</b>	<b>450,009</b>
2201302-530110	REG. FEES & CERTIFIC	1,384	4,200	4,200	5,100	5,200
2201302-530850	MEMBERSHIP DUES	50	400	400	1,000	1,100
<b>PROF &amp; TECH SERVICES</b>		<b>1,434</b>	<b>4,600</b>	<b>4,600</b>	<b>6,100</b>	<b>6,300</b>
2201302-540550	MAINTENANCE SERVICES	-	-	-	-	-
<b>PROPERTY SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
2201302-550030	TRAVEL & EXPENSES	4,139	6,500	6,500	8,000	9,000
2201302-550360	PRINTING SERVICES	-	100	100	200	200
2201302-550370	TEMPORARY SERVICES	-	-	-	-	-
2201302-550540	OUTSIDE DATA SERVICES	-	-	-	-	-
<b>OTHER SERVICES</b>		<b>4,139</b>	<b>6,600</b>	<b>6,600</b>	<b>8,200</b>	<b>9,200</b>
2201302-560030	OFFICE SUPPLIES	-	200	200	300	300
2201302-560230	MATERIAL & SUPPLIES	-	500	500	600	600
2201302-560240	OTHER EQUIPMENT	-	2,400	2,400	4,000	2,500
2201302-560280	BOOKS, MAGS, & SUBSCRIPT.	-	100	100	100	100
<b>MATERIAL AND SUPPLIES</b>		<b>-</b>	<b>3,200</b>	<b>3,200</b>	<b>5,000</b>	<b>3,500</b>
<b>TOTAL OPERATIONS</b>		<b>414,020</b>	<b>431,635</b>	<b>438,207</b>	<b>447,898</b>	<b>469,009</b>



## FINANCE DEPARTMENT

### DIVISIONS:

Revenue

### PURPOSE:

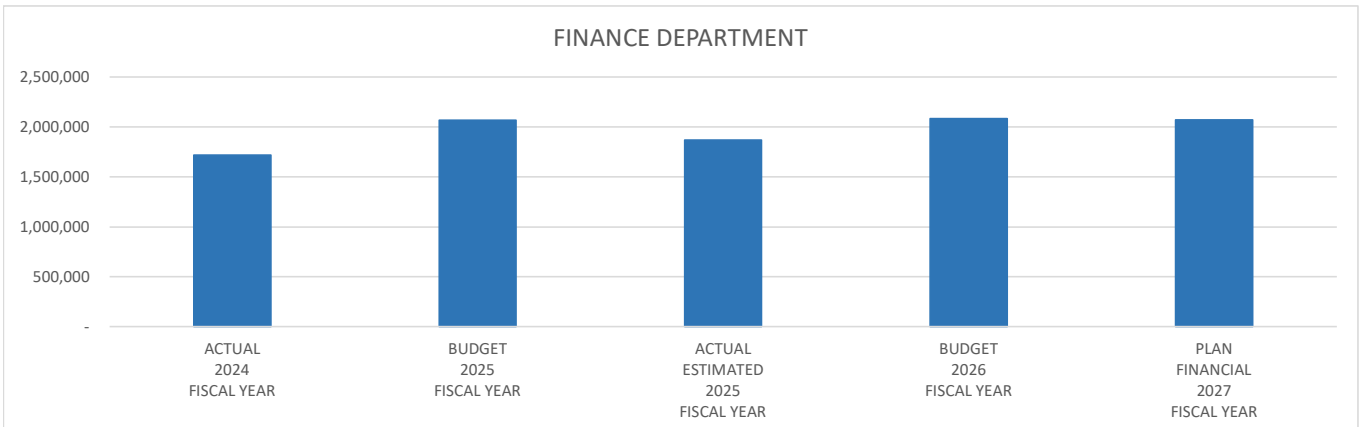
The Revenue Division's purpose is to provide prompt and courteous service to the citizens of the City by coordinating with the Water, Sewer, Stormwater and Sanitation utilities for timely levels of service, presenting accurate customer bills on a timely basis, facilitate information and community news through messages on the monthly bills, collect and accurately post payments to the appropriate customer accounts and deposit all collections for the day. The Logistics Division processes all purchase requisitions and issues purchase orders for the City. It is also the central receiving point for materials ordered and maintains the main warehouse.

	FY 2024	FY 2025	FY 2026
Total Full Time	10	10	10
Total Part Time	0	0	0

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	514,334	548,226	542,272	588,753	612,672
EMPLOYEE BENEFITS	232,483	246,878	247,457	238,860	256,952
<b>TOTAL PERSONNEL SERVICES</b>	<b>746,817</b>	<b>795,104</b>	<b>789,729</b>	<b>827,613</b>	<b>869,624</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	86,348	83,000	106,500	113,500	118,000
PROPERTY SERVICES	43,343	73,700	52,600	75,800	75,800
OTHER SERVICES	834,222	1,103,000	912,800	1,054,400	994,400
<b>TOTAL OTHER SERV/CHARGES</b>	<b>963,912</b>	<b>1,259,700</b>	<b>1,071,900</b>	<b>1,243,700</b>	<b>1,188,200</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>9,367</b>	<b>12,700</b>	<b>9,000</b>	<b>13,000</b>	<b>13,000</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,720,097</b>	<b>2,067,504</b>	<b>1,870,628</b>	<b>2,084,313</b>	<b>2,070,824</b>

### FINANCE DEPARTMENT





**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**FINANCE DEPARTMENT**  
**Revenue Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2201503-510040	REGULAR	506,104	515,726	531,800	556,253	580,172
2201503-510050	VARIABLE PAY	-	2,500	472	2,500	2,500
2201503-510110	OVERTIME	8,229	30,000	10,000	30,000	30,000
2201503-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>514,334</b>	<b>548,226</b>	<b>542,272</b>	<b>588,753</b>	<b>612,672</b>
2201503-520100	LONGEVITY	5,600	6,100	5,700	5,800	6,400
2201503-520120	EDUCATION	1,200	1,500	1,500	1,200	1,200
2201503-520210	SOCIAL SECURITY	38,185	42,406	41,484	40,940	46,869
2201503-520220	RETIREMENT	52,210	54,823	54,227	56,422	61,267
2201503-520260	INSURANCE	134,329	141,050	143,586	133,538	140,215
2201503-520410	CELL PHONE ALLOWANCE	960	1,000	960	960	1,000
<b>EMPLOYEE BENEFITS</b>		<b>232,483</b>	<b>246,878</b>	<b>247,457</b>	<b>238,860</b>	<b>256,952</b>
<b>PERSONNEL SERVICES</b>		<b>746,817</b>	<b>795,104</b>	<b>789,729</b>	<b>827,613</b>	<b>869,624</b>
2201503-530110	REG. FEES & CERTIFICATION	1,199	2,500	1,200	2,500	2,500
2201503-530810	AUDIT FEES	34,250	37,500	65,300	68,000	70,000
2201503-530850	MEMBERSHIP DUES	-	500	-	500	500
2201503-530870	PROFESSIONAL SERVICES	50,899	42,500	40,000	42,500	45,000
<b>PROF &amp; TECH SERVICES</b>		<b>86,348</b>	<b>83,000</b>	<b>106,500</b>	<b>113,500</b>	<b>118,000</b>
2201503-540330	OTHER RENTAL	1,225	1,200	3,100	3,300	3,300
2201503-540550	MAINTENANCE SERVICES	42,118	72,500	49,500	72,500	72,500
<b>PROPERTY SERVICES</b>		<b>43,343</b>	<b>73,700</b>	<b>52,600</b>	<b>75,800</b>	<b>75,800</b>
2201503-550030	TRAVEL & EXPENSES	793	5,000	2,000	5,000	5,000
2201503-550280	CONTRACT SERVICES	104,584	145,000	115,000	146,400	146,400
2201503-550360	PRINTING SERVICES	2,133	3,000	2,500	3,000	3,000
2201503-550370	TEMPORARY SERVICES	-	-	-	-	-
2201503-550390	POSTAGE	173,827	400,000	200,000	300,000	230,000
2201503-550550	CREDIT CARD CHARGES	552,886	550,000	593,300	600,000	610,000
<b>OTHER SERVICES</b>		<b>834,222</b>	<b>1,103,000</b>	<b>912,800</b>	<b>1,054,400</b>	<b>994,400</b>
2201503-560030	OFFICE SUPPLIES	4,087	4,000	4,000	4,000	4,000
2201503-560180	BUILDING MATERIAL & SUPPLIES	121	-	-	-	-
2201503-560230	MATERIAL & SUPPLIES	889	1,200	1,500	1,500	1,500
2201503-560240	OTHER EQUIPMENT	4,269	7,500	3,500	7,500	7,500
<b>MATERIAL &amp; SUPPLIES</b>		<b>9,367</b>	<b>12,700</b>	<b>9,000</b>	<b>13,000</b>	<b>13,000</b>
<b>REVENUE</b>		<b>1,720,097</b>	<b>2,067,504</b>	<b>1,870,628</b>	<b>2,084,313</b>	<b>2,070,824</b>



## GENERAL GOVERNMENT

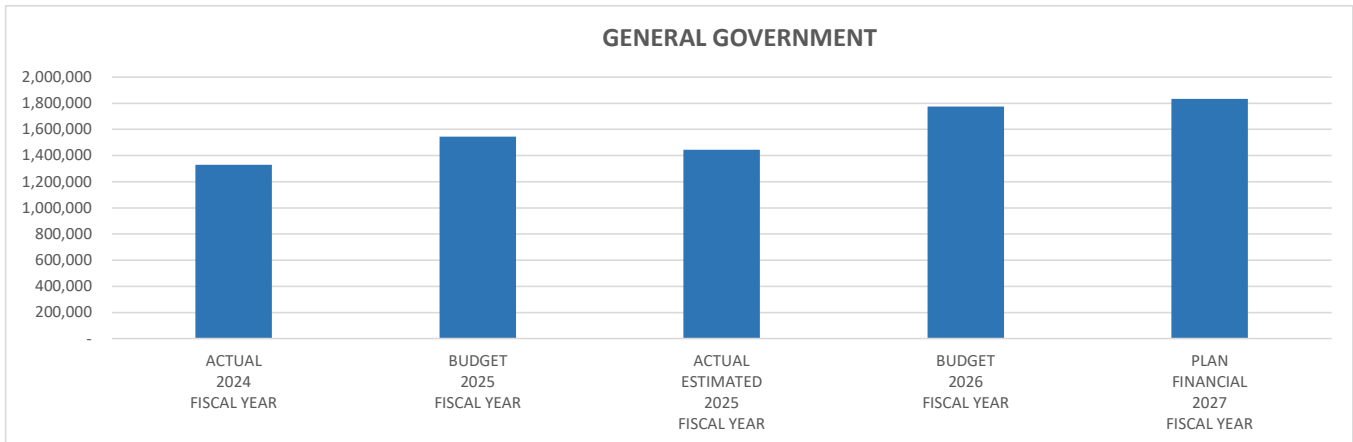
### PURPOSE:

The General Government program assembles all general purpose expenditure requirements that are not chargeable to specific departments. These expenditures do not include any personnel costs except for unemployment benefits, but do include such type of expenditures as building maintenance for City Hall, expenditures relating to conducting the City's business by BAMA Trustees and other general expenses for the operation of BAMA.

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	-	-	-	-	-
EMPLOYEE BENEFITS	8,594	7,000	4,161	12,000	12,000
<b>TOTAL PERSONNEL SERVICES</b>	<b>8,594</b>	<b>7,000</b>	<b>4,161</b>	<b>12,000</b>	<b>12,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	150,409	169,000	190,000	300,000	310,000
PROPERTY SERVICES	39,304	82,000	27,250	89,750	90,850
OTHER SERVICES	1,116,931	1,279,500	1,217,200	1,367,200	1,414,200
<b>TOTAL OTHER SERV/CHARGES</b>	<b>1,306,645</b>	<b>1,530,500</b>	<b>1,434,450</b>	<b>1,756,950</b>	<b>1,815,050</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>13,106</b>	<b>5,700</b>	<b>6,000</b>	<b>6,200</b>	<b>6,200</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,328,344</b>	<b>1,543,200</b>	<b>1,444,611</b>	<b>1,775,150</b>	<b>1,833,250</b>

### GENERAL GOVERNMENT





**CITY OF BROKEN ARROW  
BROKEN ARROW MUNICIPAL AUTHORITY  
GENERAL GOVERNMENT**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2201700-520250	UNEMPLOYMENT COMPENSATION	7,017	5,000	2,500	10,000	10,000
2201700-520280	PCORI FEE	1,577	2,000	1,661	2,000	2,000
EMPLOYEE BENEFITS		8,594	7,000	4,161	12,000	12,000
<b>PERSONNEL SERVICES</b>		<b>8,594</b>	<b>7,000</b>	<b>4,161</b>	<b>12,000</b>	<b>12,000</b>
2201700-530080	LEGAL EXPENSES - LABOR	-	15,000	-	15,000	15,000
2201700-530090	LEGAL EXPENSE LITIGATION	-	10,000	-	10,000	10,000
2201700-530110	REG FEES & CERTIFICATION	-	20,000	-	20,000	20,000
2201700-530850	MEMBERSHIP DUES	127,172	94,000	115,000	125,000	135,000
2201700-530870	PROFESSIONAL SERVICES	23,237	30,000	75,000	130,000	130,000
<b>PROF &amp; TECH SERVICES</b>		<b>150,409</b>	<b>169,000</b>	<b>190,000</b>	<b>300,000</b>	<b>310,000</b>
2201700-540070	PROPERTY MAINTENANCE	11,756	2,000	2,000	2,000	2,500
2201700-540160	BUILDING MAINT EMERGENCIES	15,281	25,000	12,000	-	-
2201700-540280	MISC CONTRACT SERVICES	12,153	20,000	13,000	20,000	20,000
2201700-540330	OTHER RENTAL	114	10,000	250	10,000	10,000
2201700-540550	MAINTENANCE SERVICES	-	25,000	-	57,750	58,350
<b>PROPERTY SERVICES</b>		<b>39,304</b>	<b>82,000</b>	<b>27,250</b>	<b>89,750</b>	<b>90,850</b>
2201700-550030	TRAVEL & EXPENSES	653	1,000	500	1,000	1,000
2201700-550090	MISCELLANEOUS TORT CLAIMS	95,454	100,000	102,500	110,000	120,000
2201700-550110	WORKERS COMP	577,500	707,500	707,500	741,000	750,000
2201700-550220	TELEPHONE	-	6,000	-	6,000	6,000
2201700-550230	OTHER UTILITIES	3,773	6,000	25,000	25,000	28,000
2201700-550240	UTILITIES (ONG)	-	-	200	200	200
2201700-550250	UTILITIES (PSO)	-	-	-	-	-
2201700-550360	PRINTING SERVICES	-	4,000	2,500	4,000	4,000
2201700-550760	INSURANCE-GENERAL	239,803	275,000	279,000	300,000	325,000
2201700-550800	BLANKET PURCHASE ORDERS	67	-	-	-	-
2201700-550860	MISCELLANEOUS	176,137	150,000	75,000	150,000	150,000
2201700-550890	EMPLOYEE/CITIZEN ACTIVITY	23,544	30,000	25,000	30,000	30,000
<b>OTHER SERVICES</b>		<b>1,116,931</b>	<b>1,279,500</b>	<b>1,217,200</b>	<b>1,367,200</b>	<b>1,414,200</b>
2201700-560030	OFFICE SUPPLIES	158	500	500	500	500
2201700-560230	MATERIAL & SUPPLIES	2,480	1,000	1,000	1,000	1,000
2201700-560240	OTHER EQUIPMENT	5,454	2,000	2,500	2,500	2,500
2201700-560280	BOOKS & SUBSCRIPTIONS	-	200	-	200	200
2201700-560300	JANITORIAL SUPPLIES	5,014	2,000	2,000	2,000	2,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>13,106</b>	<b>5,700</b>	<b>6,000</b>	<b>6,200</b>	<b>6,200</b>
<b>GENERAL GOVERNMENT</b>		<b>1,328,344</b>	<b>1,543,200</b>	<b>1,444,611</b>	<b>1,775,150</b>	<b>1,833,250</b>



## GENERAL SERVICES DEPARTMENT

### DIVISIONS:

Operations  
Fleet Maintenance  
Building Maintenance  
Logistics Division

### PURPOSE:

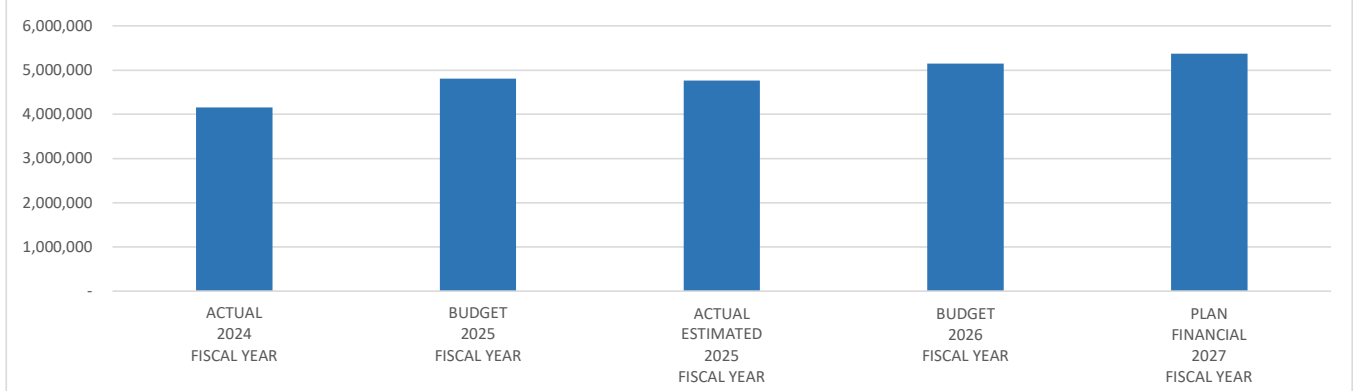
The General Services Department performs the vehicle and building maintenance functions for the City.

	FY 2024	FY 2025	FY 2026
Total Full Time	43	44	44
Total Part Time	0	0	0

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	2,378,464	2,723,967	2,615,476	2,848,582	2,966,497
EMPLOYEE BENEFITS	1,013,862	1,197,221	1,135,164	1,240,778	1,327,192
<b>TOTAL PERSONNEL SERVICES</b>	<b>3,392,326</b>	<b>3,921,188</b>	<b>3,750,641</b>	<b>4,089,360</b>	<b>4,293,689</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	8,941	34,200	25,900	22,900	23,300
PROPERTY SERVICES	326,978	377,000	439,984	464,450	467,500
OTHER SERVICES	201,767	249,350	322,150	320,450	328,200
<b>TOTAL OTHER SERV/CHARGES</b>	<b>537,686</b>	<b>660,550</b>	<b>788,034</b>	<b>807,800</b>	<b>819,000</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>224,981</b>	<b>228,900</b>	<b>228,475</b>	<b>249,975</b>	<b>258,600</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>4,154,993</b>	<b>4,810,638</b>	<b>4,767,150</b>	<b>5,147,135</b>	<b>5,371,289</b>

## GENERAL SERVICES DEPARTMENT





**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**OPERATIONS DEPARTMENT**  
**Operations Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205100-510040	REGULAR	257,533	349,943	346,500	377,761	394,005
2205100-510050	VARIABLE PAY	-	-	-	-	-
2205100-510110	OVERTIME	2,832	2,500	3,500	2,500	2,500
<b>SALARIES AND WAGES</b>		<b>260,365</b>	<b>352,443</b>	<b>350,000</b>	<b>380,261</b>	<b>396,505</b>
2205100-520100	LONGEVITY	1,100	1,200	3,000	3,200	3,900
2205100-520120	EDUCATION/PERFORMANCE	600	600	900	900	900
2205100-520210	SOCIAL SECURITY	19,485	26,962	26,775	28,183	30,333
2205100-520220	RETIREMENT	26,302	35,244	35,000	38,378	39,650
2205100-520260	INSURANCE	50,593	76,645	80,477	82,754	86,891
2205100-520410	CELL PHONE ALLOWANCE	960	500	1,760	1,920	1,920
<b>EMPLOYEE BENEFITS</b>		<b>99,041</b>	<b>141,151</b>	<b>147,912</b>	<b>155,335</b>	<b>163,594</b>
<b>PERSONNEL SERVICES</b>		<b>359,406</b>	<b>493,594</b>	<b>497,912</b>	<b>535,596</b>	<b>560,099</b>
2205100-530110	REG. FEES & CERTIFICATION	3,459	6,000	6,000	6,000	6,000
2205100-530850	MEMBERSHIP DUES	244	1,300	1,300	3,000	3,000
<b>PROF &amp; TECH SERVICES</b>		<b>3,703</b>	<b>7,300</b>	<b>7,300</b>	<b>9,000</b>	<b>9,000</b>
2205100-540070	BUILDING MAINTENANCE	46,053	35,000	40,184	40,000	41,000
2205100-540200	VEHICLE REPAIR	-	4,000	11,500	4,000	4,000
2205100-540280	MISC CONTRACT SERVICES	33	1,000	1,000	1,000	1,000
2205100-540330	OTHER RENTAL	1,078	2,300	1,300	2,300	2,300
2205100-540550	MAINTENANCE SERVICES	1,236	18,000	5,000	18,000	18,000
<b>PROPERTY SERVICES</b>		<b>48,401</b>	<b>60,300</b>	<b>58,984</b>	<b>65,300</b>	<b>66,300</b>
2205100-550030	TRAVEL & EXPENSES	4,586	4,000	12,500	10,000	10,000
2205100-550220	TELEPHONE	9,709	9,000	9,000	9,000	9,000
2205100-550240	UTILITIES (ONG)	18,313	10,500	10,500	14,000	14,750
2205100-550250	UTILITIES (PSO)	37,067	42,000	42,000	58,000	61,000
2205100-550360	PRINTING SERVICES	-	500	500	500	500
2205100-550540	OUTSIDE DATA SERVICES	174	1,200	2,200	1,200	1,200
2205100-550890	EMPLOYEE/CITIZEN ACTIVITY	325	1,200	2,000	2,000	2,000
<b>OTHER SERVICES</b>		<b>70,174</b>	<b>68,400</b>	<b>78,700</b>	<b>94,700</b>	<b>98,450</b>
2205100-560030	OFFICE SUPPLIES	1,220	1,500	1,500	1,500	1,500
2205100-560100	UNIFORMS	531	900	900	900	900
2205100-560180	BLDG MATERIAL & SUPPLIES	5,584	7,000	7,000	7,000	7,200
2205100-560190	TIRES & TUBES	991	1,400	1,400	1,400	1,400
2205100-560200	VEHICLE REPAIR PARTS	1,173	2,000	2,000	2,000	2,000
2205100-560210	FUEL & LUBRICANTS	400	1,600	1,600	1,600	1,600
2205100-560230	MATERIAL & SUPPLIES	2,669	3,000	3,000	3,000	3,200
2205100-560240	OTHER EQUIPMENT	12,108	13,000	10,000	13,000	13,000
2205100-560500	RADIO MAINTENANCE	-	200	200	-	-
<b>MATERIAL &amp; SUPPLIES</b>		<b>24,675</b>	<b>30,600</b>	<b>27,600</b>	<b>30,400</b>	<b>30,800</b>
<b>OPERATIONS TOTAL</b>		<b>506,359</b>	<b>660,194</b>	<b>670,496</b>	<b>734,996</b>	<b>764,649</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**OPERATIONS DEPARTMENT**  
**Building Maintenance Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205115-510040	REGULAR	601,281	668,357	597,000	690,425	720,114
2205115-510050	VARIABLE PAY	-	1,000	576	1,000	1,000
2205115-510110	OVERTIME	39,529	35,000	50,000	40,000	40,000
2205115-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>640,809</b>	<b>704,357</b>	<b>647,576</b>	<b>731,425</b>	<b>761,114</b>
2205115-520100	LONGEVITY	11,200	12,000	11,100	9,300	10,500
2205115-520210	SOCIAL SECURITY	47,931	53,883	49,540	50,208	58,225
2205115-520220	RETIREMENT	65,281	70,436	64,758	70,111	76,111
2205115-520260	INSURANCE	157,219	190,850	173,289	220,000	231,000
2205115-520410	CELL PHONE ALLOWANCE	960	1,000	960	1,000	1,000
<b>EMPLOYEE BENEFITS</b>		<b>282,591</b>	<b>328,169</b>	<b>299,647</b>	<b>350,619</b>	<b>376,837</b>
<b>PERSONNEL SERVICES</b>		<b>923,400</b>	<b>1,032,526</b>	<b>947,223</b>	<b>1,082,045</b>	<b>1,137,950</b>
2205115-530110	REG. FEES & CERTIFICATION	95	5,000	2,500	2,000	2,000
<b>PROF &amp; TECH SERVICES</b>		<b>95</b>	<b>5,000</b>	<b>2,500</b>	<b>2,000</b>	<b>2,000</b>
2205115-540200	VEHICLE REPAIR	15,709	6,000	5,000	15,000	15,000
2205115-540280	MISC CONTRACT SERVICES	381	-	-	-	-
2205115-540310	UNIFORM RENTAL/SERVICES	2,013	3,900	3,900	3,900	4,000
2205115-540330	OTHER RENTAL	419	1,400	3,500	1,900	1,900
2205115-540550	MAINTENANCE SERVICES	9,730	10,800	12,500	12,500	14,000
<b>PROPERTY SERVICES</b>		<b>28,252</b>	<b>22,100</b>	<b>24,900</b>	<b>33,300</b>	<b>34,900</b>
2205115-550030	TRAVEL	-	-	-	4,000	4,000
2205115-550220	TELEPHONE	226	300	300	300	300
2205115-550370	TEMPORARY SERVICES	39,220	43,100	75,000	50,000	52,000
2205115-550540	DATA SERVICES	2,177	3,000	3,000	3,000	3,000
<b>OTHER SERVICES</b>		<b>41,623</b>	<b>46,400</b>	<b>78,300</b>	<b>57,300</b>	<b>59,300</b>
2205115-560030	OFFICE SUPPLIES	50	200	200	-	-
2205115-560100	UNIFORMS	4,871	5,500	5,500	5,500	5,500
2205115-560180	BLDG MATERIAL & SUPPLIES	599	-	1,000	500	500
2205115-560190	TIRES & TUBES	1,472	3,000	4,800	3,000	3,000
2205115-560200	VEHICLE REPAIR PARTS	6,960	4,500	5,500	4,500	4,500
2205115-560210	FUEL & LUBRICANTS	10,662	13,000	13,000	13,000	13,000
2205115-560230	MATERIAL & SUPPLIES	5,749	2,000	3,000	3,000	3,000
2205115-560240	OTHER EQUIPMENT	17,996	26,000	21,000	26,000	26,000
2205115-560300	JANITORIAL SUPPLIES	31	-	-	-	-
2205115-560310	OTHER EQUIP PARTS/MAINT	-	1,000	1,000	1,000	1,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>48,389</b>	<b>55,200</b>	<b>55,000</b>	<b>56,500</b>	<b>56,500</b>
<b>BUILDING MAINTENANCE</b>		<b>1,041,760</b>	<b>1,161,226</b>	<b>1,107,923</b>	<b>1,231,145</b>	<b>1,290,650</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**OPERATIONS DEPARTMENT**  
**Fleet Maintenance Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205120-510040	REGULAR	1,059,204	1,232,272	1,157,800	1,265,949	1,320,384
2205120-510050	VARIABLE PAY	-	1,000	1,000	1,000	1,000
2205120-510110	OVERTIME	62,249	65,000	75,000	65,000	65,000
2205120-510190	INJURY PAY	16,775	-	20,000	-	-
<b>SALARIES AND WAGES</b>		<b>1,138,228</b>	<b>1,298,272</b>	<b>1,253,800</b>	<b>1,331,949</b>	<b>1,386,384</b>
2205120-520100	LONGEVITY	13,600	14,500	15,300	16,100	17,400
2205120-520120	EDUCATION/PERFORMANCE	25	1,200	400	600	1,200
2205120-520210	SOCIAL SECURITY	85,375	99,318	95,916	93,809	106,058
2205120-520220	RETIREMENT	116,361	129,827	125,380	128,361	138,638
2205120-520260	INSURANCE	268,931	319,629	288,039	297,685	312,570
2205120-520310	TOOL ALLOWANCE	11,000	13,000	14,000	13,000	15,000
2205120-520410	CELL PHONE ALLOWANCE	960	1,000	960	960	1,000
<b>EMPLOYEE BENEFITS</b>		<b>496,253</b>	<b>578,474</b>	<b>539,995</b>	<b>550,515</b>	<b>591,867</b>
<b>PERSONNEL SERVICES</b>		<b>1,634,481</b>	<b>1,876,746</b>	<b>1,793,795</b>	<b>1,882,464</b>	<b>1,978,251</b>
2205120-530110	REG. FEES & CERTIFICATION	1,678	13,800	8,000	3,800	3,800
2205120-530840	MEDICAL VACCINATION	-	500	500	500	500
2205120-530850	MEMBERSHIP DUES	199	800	800	800	800
<b>PROF &amp; TECH SERVICES</b>		<b>1,877</b>	<b>15,100</b>	<b>9,300</b>	<b>5,100</b>	<b>5,100</b>
2205120-540070	BUILDING MAINTENANCE	13,972	12,000	13,000	13,250	13,500
2205120-540200	VEHICLE REPAIR	1,409	9,000	9,000	9,000	9,000
2205120-540280	MISC CONTRACT SERVICES	149,047	180,000	180,000	180,000	180,000
2205120-540290	OTHER EQUIPMENT REPAIR	7,633	10,000	40,000	50,000	50,000
2205120-540310	UNIFORM RENTAL/SERVICES	5,030	4,000	4,000	4,000	4,200
2205120-540330	OTHER RENTAL	2,375	6,100	6,100	6,100	6,100
2205120-540500	RADIO MAINTENANCE OUTSIDE	-	400	400	400	400
2205120-540550	MAINTENANCE SERVICES	42,600	40,000	45,000	40,000	40,000
<b>PROPERTY SERVICES</b>		<b>222,065</b>	<b>261,500</b>	<b>297,500</b>	<b>302,750</b>	<b>303,200</b>
2205120-550030	TRAVEL & EXPENSES	2,388	12,000	6,000	12,000	12,000
2205120-550220	TELEPHONE	2,221	1,700	1,700	1,700	1,700
2205120-550240	UTILITIES (ONG)	29,324	30,000	30,000	30,000	32,000
2205120-550250	UTILITIES (PSO)	17,951	60,000	40,000	60,000	60,000
2205120-550370	TEMPORARY SERVICES	33,130	22,100	75,000	50,000	50,000
2205120-550540	OUTSIDE DATA SERVICES	1,480	-	2,200	2,000	2,000
<b>OTHER SERVICES</b>		<b>86,495</b>	<b>125,800</b>	<b>154,900</b>	<b>155,700</b>	<b>157,700</b>
2205120-560030	OFFICE SUPPLIES	351	2,000	2,000	2,000	2,000
2205120-560100	UNIFORMS	9,181	10,000	10,000	10,000	10,400
2205120-560180	BLDG MATERIAL & SUPPLIES	4,052	12,000	14,175	14,175	14,500
2205120-560190	TIRES & TUBES	6,803	3,100	3,100	3,100	3,100
2205120-560200	VEHICLE REPAIR PARTS	26,612	10,000	10,000	10,000	10,000
2205120-560210	FUEL & LUBRICANTS	30,260	20,000	20,000	20,000	20,000
2205120-560230	MATERIAL & SUPPLIES	38,888	30,000	30,000	40,000	45,000
2205120-560240	OTHER EQUIPMENT	17,810	33,400	31,400	40,000	42,000
2205120-560300	JANITORIAL SUPPLIES	567	3,000	3,000	4,000	4,500
2205120-560310	OTHER EQUIP PARTS/MAINT	26	-	200	200	200
2205120-560500	RADIO MAINTENANCE	-	200	200	200	200
<b>MATERIAL &amp; SUPPLIES</b>		<b>134,550</b>	<b>123,700</b>	<b>124,075</b>	<b>143,675</b>	<b>151,900</b>
<b>FLEET MAINTENANCE</b>		<b>2,079,467</b>	<b>2,402,846</b>	<b>2,379,570</b>	<b>2,489,689</b>	<b>2,596,151</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**OPERATIONS DEPARTMENT**  
**Logistics Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205130-510040	REGULAR	329,231	360,395	355,100	396,447	413,494
2205130-510050	VARIABLE PAY	-	2,000	2,000	2,000	2,000
2205130-510110	OVERTIME	9,754	6,500	7,000	6,500	7,000
2205130-510190	INJURY PAY	76	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>339,062</b>	<b>368,895</b>	<b>364,100</b>	<b>404,947</b>	<b>422,494</b>
2205130-520100	LONGEVITY	2,900	5,000	3,100	3,800	4,000
2205130-520120	EDUCATION/PERFORMANCE	1,500	1,500	1,500	1,500	1,500
2205130-520210	SOCIAL SECURITY	25,718	28,221	27,854	29,477	32,321
2205130-520220	RETIREMENT	34,308	36,890	36,410	40,175	42,249
2205130-520260	INSURANCE	70,912	77,817	78,747	109,357	114,825
2205130-520410	CELL PHONE ALLOWANCE	640	-	-	-	-
<b>EMPLOYEE BENEFITS</b>		<b>135,978</b>	<b>149,427</b>	<b>147,610</b>	<b>184,309</b>	<b>194,895</b>
<b>PERSONNEL SERVICES</b>		<b>475,040</b>	<b>518,323</b>	<b>511,710</b>	<b>589,256</b>	<b>617,389</b>
2205130-530110	REG. FEES & CERTIFICATION	1,508	3,800	3,800	3,800	4,200
2205130-530850	MEMBERSHIP DUES	1,758	3,000	3,000	3,000	3,000
<b>PROF &amp; TECH SERVICES</b>		<b>3,266</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>	<b>7,200</b>
2205130-540200	VEHICLE REPAIR	-	4,000	4,000	4,000	4,000
2205130-540280	MISC CONTRACT	-	500	1,000	500	500
2205130-540310	UNIFORM RENTAL/SERVICES	624	600	600	600	600
2205130-540330	OTHER RENTAL	2,899	3,000	3,000	3,000	3,000
2205130-540550	MAINTENANCE SERVICES	24,736	25,000	50,000	55,000	55,000
<b>PROPERTY SERVICES</b>		<b>28,260</b>	<b>33,100</b>	<b>58,600</b>	<b>63,100</b>	<b>63,100</b>
2205130-550030	TRAVEL & EXPENSES	-	1,500	2,500	5,000	5,000
2205130-550050	LEGAL PUBLICATIONS	2,895	5,000	5,000	5,000	5,000
2205130-550390	POSTAGE	-	1,500	1,500	1,500	1,500
2205130-550540	OUTSIDE DATA SERVICES	-	-	500	500	500
2205130-550890	EMPLOYEE CITIZEN ACTIVITY	580	750	750	750	750
<b>OTHER SERVICES</b>		<b>3,475</b>	<b>8,750</b>	<b>10,250</b>	<b>12,750</b>	<b>12,750</b>
2205130-560030	OFFICE SUPPLIES	1,983	3,500	3,500	3,500	3,500
2205130-560100	UNIFORMS	2,349	2,200	2,200	2,200	2,200
2205130-560190	TIRES & TUBES	-	1,400	1,400	1,400	1,400
2205130-560200	VEHICLE REPAIR PARTS	1,761	1,000	1,000	1,000	1,000
2205130-560210	FUEL & LUBRICANTS	626	2,200	2,200	2,200	2,200
2205130-560230	MATERIAL & SUPPLIES	5,069	3,500	3,000	3,500	3,500
2205130-560240	OTHER EQUIPMENT	5,579	5,600	8,500	5,600	5,600
<b>MATERIAL &amp; SUPPLIES</b>		<b>17,367</b>	<b>19,400</b>	<b>21,800</b>	<b>19,400</b>	<b>19,400</b>
<b>LOGISTICS</b>		<b>527,407</b>	<b>586,373</b>	<b>609,160</b>	<b>691,306</b>	<b>719,839</b>
<b>TOTAL GENERAL SERVICES</b>		<b>4,154,993</b>	<b>4,810,639</b>	<b>4,767,149.81</b>	<b>5,147,135</b>	<b>5,371,289</b>



## SOLID WASTE & RECYCLING

**DIVISIONS:**

**SANITATION**

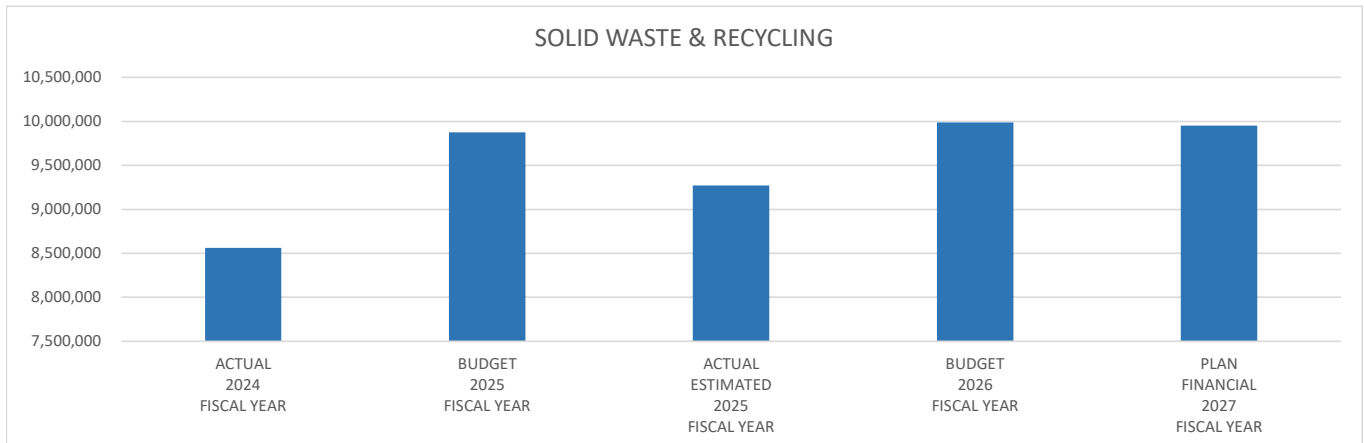
**PURPOSE:**

The Sanitation Division is responsible for trash collection and recycling program

	FY 2024	FY 2025	FY 2026
Total Full Time	59	59	59
Total Part Time	0	0	0

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	2,995,036	3,112,132	3,073,100	3,170,154	2,982,820
EMPLOYEE BENEFITS	1,134,321	1,269,565	1,146,848	1,310,545	1,316,641
<b>TOTAL PERSONNEL SERVICES</b>	<b>4,129,356</b>	<b>4,381,697</b>	<b>4,219,948</b>	<b>4,480,698</b>	<b>4,299,461</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	17,678	178,200	59,200	178,800	189,000
PROPERTY SERVICES	1,768,847	2,192,500	1,989,500	2,113,500	2,178,500
OTHER SERVICES	1,347,907	1,659,060	1,484,060	1,746,501	1,816,000
<b>TOTAL OTHER SERV/CHARGES</b>	<b>3,134,431</b>	<b>4,029,760</b>	<b>3,532,760</b>	<b>4,038,801</b>	<b>4,183,500</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>1,297,328</b>	<b>1,463,500</b>	<b>1,518,741</b>	<b>1,467,200</b>	<b>1,468,200</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>8,561,115</b>	<b>9,874,957</b>	<b>9,271,449</b>	<b>9,986,700</b>	<b>9,951,161</b>





**CITY OF BROKEN ARROW  
BROKEN ARROW MUNICIPAL AUTHORITY  
SOLID WASTE & RECYCLING**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205010-510040	REGULAR	2,398,921	2,512,132	2,470,600	2,620,154	2,732,820
2205010-510050	VARIABLE PAY	-	-	-	-	-
2205010-510110	OVERTIME	590,192	600,000	600,000	550,000	250,000
2205010-510190	INJURY PAY	5,922	-	2,500	-	-
<b>SALARIES AND WAGES</b>		<b>2,995,036</b>	<b>3,112,132</b>	<b>3,073,100</b>	<b>3,170,154</b>	<b>2,982,820</b>
2205010-520100	LONGEVITY	25,142	29,000	26,100	25,800	28,800
2205010-520210	SOCIAL SECURITY	225,366	238,078	235,092	242,517	228,186
2205010-520220	RETIREMENT	300,790	311,213	307,310	317,015	298,282
2205010-520260	INSURANCE	581,103	688,774	576,426	723,213	759,373
2205010-520410	CELL PHONE ALLOWANCE	1,920	2,500	1,920	2,000	2,000
<b>EMPLOYEE BENEFITS</b>		<b>1,134,321</b>	<b>1,269,565</b>	<b>1,146,848</b>	<b>1,310,545</b>	<b>1,316,641</b>
<b>PERSONNEL SERVICES</b>		<b>4,129,356</b>	<b>4,381,697</b>	<b>4,219,948</b>	<b>4,480,698</b>	<b>4,299,461</b>
2205010-530110	REG. FEES & CERTIFICATION	2,432	10,000	6,000	10,000	10,000
2205010-530850	MEMBERSHIP DUES	2,764	3,200	3,200	3,800	4,000
2205010-530870	PROFESSIONAL SERVICES	12,481	165,000	50,000	165,000	175,000
<b>PROF &amp; TECH SERVICES</b>		<b>17,678</b>	<b>178,200</b>	<b>59,200</b>	<b>178,800</b>	<b>189,000</b>
2205010-540200	VEHICLE REPAIR	358,371	350,000	350,000	250,000	250,000
2205010-540280	MISC CONTRACT SERVICES	-	2,500	2,500	5,000	5,000
2205010-540300	CONTRACT LANDFILL SERVICE	1,036,487	1,300,000	1,100,000	1,150,000	1,200,000
2205010-540310	UNIFORM RENTAL/SERVICES	12,538	27,000	14,000	27,000	28,000
2205010-540330	OTHER RENTAL	11,825	8,000	8,000	8,000	8,000
2205010-540350	RECYCLING FEES	235,062	375,000	375,000	400,000	425,000
2205010-540500	RADIO MAINTENANCE	-	2,500	2,500	7,500	7,500
2205010-540550	MAINTENANCE SERVICES	114,565	125,000	125,000	250,000	250,000
2205010-540630	MAINT RECYCLE CENTER	-	2,500	12,500	16,000	5,000
<b>PROPERTY SERVICES</b>		<b>1,768,847</b>	<b>2,192,500</b>	<b>1,989,500</b>	<b>2,113,500</b>	<b>2,178,500</b>
2205010-550030	TRAVEL & EXPENSES	17,396	18,000	18,000	20,000	20,000
2205010-550100	SERVICE CONTRACTS	147,348	250,000	250,000	275,000	300,000
2205010-550220	TELEPHONE	1,282	2,000	2,000	2,000	2,500
2205010-550300	HAZARDOUS WASTE DISPOSAL	-	2,500	2,500	2,500	2,500
2205010-550310	RECYCLING EDUCATION	57,851	192,500	60,000	195,000	195,000
2205010-550360	PRINTING SERVICES	59	45,000	2,500	25,000	25,000
2205010-550370	TEMPORARY SERVICES	436,859	350,000	350,000	350,000	400,000
2205010-550540	OUTSIDE DATA SERVICES	5,220	8,500	8,500	8,500	9,000
2205010-550840	PILOT	681,680	789,560	789,560	866,501	860,000
2205010-550860	MISCELLANEOUS EXPENSE	211	1,000	1,000	2,000	2,000
<b>OTHER SERVICES</b>		<b>1,347,907</b>	<b>1,659,060</b>	<b>1,484,060</b>	<b>1,746,501</b>	<b>1,816,000</b>
2205010-560030	OFFICE SUPPLIES	3,177	6,000	6,000	5,200	5,200
2205010-560100	UNIFORMS	11,503	16,000	16,000	22,000	23,000
2205010-560190	TIRES & TUBES	257,184	195,000	245,000	260,000	260,000
2205010-560200	VEHICLE REPAIR PARTS	361,546	425,000	425,000	350,000	350,000
2205010-560210	FUEL & LUBRICANTS	525,003	500,000	500,000	500,000	500,000
2205010-560230	MATERIAL & SUPPLIES	24,427	25,000	25,000	25,000	25,000
2205010-560240	OTHER EQUIPMENT	28,296	44,000	49,241	50,000	50,000
2205010-560420	TRASH CONTAINERS	86,192	250,000	250,000	250,000	250,000
2205010-560500	RADIO MAINTENANCE	-	1,500	1,500	2,500	2,500
2205010-560630	RECYCLE CENTER MAINT	-	1,000	1,000	2,500	2,500
<b>MATERIAL &amp; SUPPLIES</b>		<b>1,297,328</b>	<b>1,463,500</b>	<b>1,518,741</b>	<b>1,467,200</b>	<b>1,468,200</b>
<b>SANITATION</b>		<b>8,561,115</b>	<b>9,874,957</b>	<b>9,271,449</b>	<b>9,986,700</b>	<b>9,951,161</b>



## ENGINEERING/CONSTRUCTION

### DIVISIONS:

Construction  
Stormwater

Engineering  
Planning-GIS

### PURPOSE:

The Construction Division is responsible for inspection of all privately constructed utilities and streets that are transferred to City ownership. The division manages and inspects all capital improvement project contracts awarded by the City and/or BAMA.

The Engineering Division administers architects and engineering contracts, designs capital infrastructure and maintenance and repair projects. The division also is responsible for the acquisition of right-of-way necessary for the construction and maintenance projects.

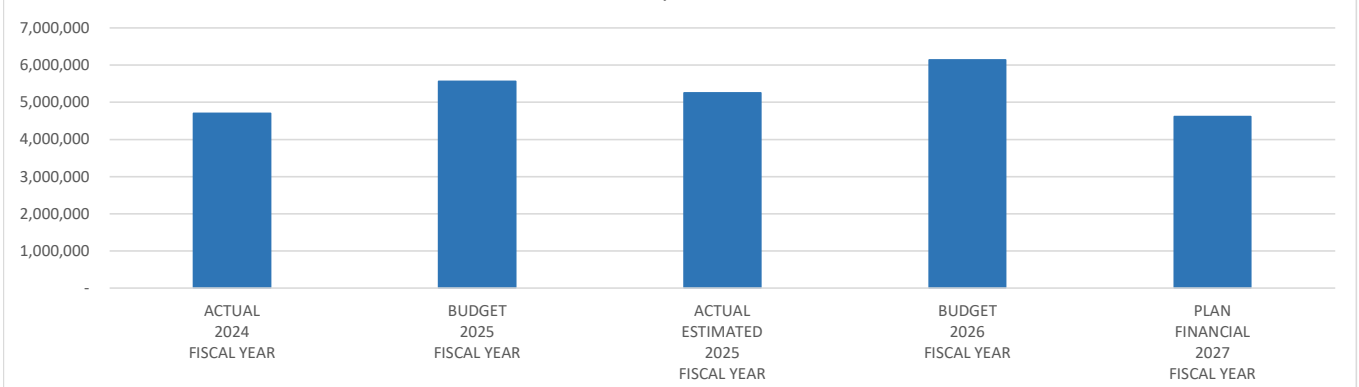
The Stormwater Division administers the Stormwater NDES permits and reviews stormwater design, construction and necessary maintenance to stormwater facilities. The division also manages the floodplain areas within the City.

	FY 2024	FY 2025	FY 2026
Total Full Time	35	35	35
Total Seasonal	2	2	2

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	2,980,713	3,469,936	3,208,224	3,847,461	2,700,854
EMPLOYEE BENEFITS	1,017,041	1,212,788	1,104,646	1,256,694	930,526
<b>TOTAL PERSONNEL SERVICES</b>	<b>3,997,754</b>	<b>4,682,724</b>	<b>4,312,870</b>	<b>5,104,154</b>	<b>3,631,380</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	417,515	520,510	554,533	633,960	625,750
PROPERTY SERVICES	161,366	189,260	230,302	207,463	212,500
OTHER SERVICES	41,331	58,500	64,975	73,330	54,700
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>620,212</b>	<b>768,270</b>	<b>849,810</b>	<b>914,753</b>	<b>892,950</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>88,287</b>	<b>110,500</b>	<b>92,400</b>	<b>122,550</b>	<b>90,250</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>4,706,253</b>	<b>5,561,494</b>	<b>5,255,080</b>	<b>6,141,457</b>	<b>4,614,580</b>

### ENGINEERING/CONSTRUCTION





**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Construction Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205200-510040	REGULAR	750,606	919,429	813,300	869,551	906,941
2205200-510050	VARIABLE PAY	-	5,000	1,500	5,000	5,000
2205200-510110	OVERTIME	40,456	50,000	50,000	55,000	55,000
<b>SALARIES AND WAGES</b>		<b>791,062</b>	<b>974,429</b>	<b>864,800</b>	<b>929,551</b>	<b>966,941</b>
2205200-520100	LONGEVITY	5,800	6,300	6,000	6,700	7,500
2205200-520120	EDUCATION/PERFORMANCE	1,663	2,100	2,100	2,100	2,100
2205200-520210	SOCIAL SECURITY	59,452	74,544	66,157	65,139	73,971
2205200-520220	RETIREMENT	79,853	97,443	86,480	87,835	96,694
2205200-520260	INSURANCE	142,534	216,494	145,648	153,225	160,887
<b>EMPLOYEE BENEFITS</b>		<b>289,301</b>	<b>396,881</b>	<b>306,385</b>	<b>315,000</b>	<b>341,152</b>
<b>PERSONNEL SERVICES</b>		<b>1,080,363</b>	<b>1,371,310</b>	<b>1,171,185</b>	<b>1,244,550</b>	<b>1,308,093</b>
2205200-530110	REG. FEES & CERTIFICATION	3,412	5,500	5,500	6,000	6,000
2205200-530850	MEMBERSHIP DUES	-	1,500	1,500	2,000	2,000
2205200-530870	PROFESSIONAL SERVICES	-	15,000	10,000	15,000	15,000
<b>PROF &amp; TECH SERVICES</b>		<b>3,412</b>	<b>22,000</b>	<b>17,000</b>	<b>23,000</b>	<b>23,000</b>
2205200-540200	VEHICLE REPAIR	3,615	3,200	6,500	5,000	5,200
2205200-540310	UNIFORM RENTAL/SERVICES	-	500	500	500	500
2205200-540550	MAINTENANCE SERVICES	851	2,000	1,500	2,000	2,000
<b>PROPERTY SERVICES</b>		<b>4,466</b>	<b>5,700</b>	<b>8,500</b>	<b>7,500</b>	<b>7,700</b>
2205200-550030	TRAVEL & EXPENSES	109	3,000	3,000	3,000	3,000
2205200-550220	TELEPHONE	2,652	6,500	4,800	5,000	5,000
2205200-550360	PRINTING	-	-	25	100	100
2205200-550390	POSTAGE	58	-	-	-	-
2205200-550540	OUTSIDE DATA SERVICES	5,508	5,000	4,000	5,000	5,000
<b>OTHER SERVICES</b>		<b>8,327</b>	<b>14,500</b>	<b>11,825</b>	<b>13,100</b>	<b>13,100</b>
2205200-560030	OFFICE SUPPLIES	553	2,000	2,000	2,000	2,000
2205200-560100	UNIFORMS	3,023	3,500	3,500	4,500	4,500
2205200-560190	TIRES & TUBES	-	2,500	2,500	2,500	2,500
2205200-560200	VEHICLE REPAIR PARTS	7,502	2,500	5,000	4,000	4,000
2205200-560210	FUEL & LUBRICANTS	16,401	20,000	12,000	20,000	20,000
2205200-560230	MATERIAL & SUPPLIES	1,325	10,000	4,000	10,000	10,000
2205200-560240	OTHER EQUIPMENT	1,848	2,000	2,000	2,500	2,500
<b>MATERIALS &amp; SUPPLIES</b>		<b>30,651</b>	<b>42,500</b>	<b>31,000</b>	<b>45,500</b>	<b>45,500</b>
<b>CONSTRUCTION</b>		<b>1,127,218</b>	<b>1,456,010</b>	<b>1,239,510</b>	<b>1,333,650</b>	<b>1,397,393</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Engineering Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205205-510040	REGULAR	1,277,048	1,572,660	1,452,400	626,913	653,870
2205205-510050	VARIABLE PAY	-	5,000	3,301	2,500	5,000
2205205-510080	PART TIME & TEMPORARY	-	10,000	-	10,000	10,000
2205205-510110	OVERTIME	4,503	10,000	6,000	10,000	10,000
<b>SALARIES AND WAGES</b>		<b>1,281,550</b>	<b>1,597,660</b>	<b>1,461,701</b>	<b>649,413</b>	<b>678,870</b>
2205205-520100	LONGEVITY	5,792	7,500	6,100	3,100	3,200
2205205-520120	EDUCATION/PERFORMANCE	-	-	-	-	-
2205205-520210	SOCIAL SECURITY	93,663	122,221	111,820	49,680	51,934
2205205-520220	RETIREMENT	126,931	159,766	146,170	64,941	67,887
2205205-520260	INSURANCE	194,306	212,575	217,131	84,230	88,442
2205205-520410	CELL PHONE ALLOWANCE	3,140	3,840	3,560	960	960
<b>EMPLOYEE BENEFITS</b>		<b>423,832</b>	<b>505,902</b>	<b>484,781</b>	<b>202,911</b>	<b>212,422</b>
<b>PERSONNEL SERVICES</b>		<b>1,705,382</b>	<b>2,103,563</b>	<b>1,946,482</b>	<b>852,324</b>	<b>891,292</b>
2205205-530110	REG. FEES & CERTIFICATION	11,185	13,200	13,200	5,500	6,450
2205205-530850	MEMBERSHIP DUES	7,288	7,500	7,500	900	900
2205205-530870	PROFESSIONAL SERVICES	250,269	340,000	340,000	420,000	430,000
<b>PROF &amp; TECH SERVICES</b>		<b>268,741</b>	<b>360,700</b>	<b>360,700</b>	<b>426,400</b>	<b>437,350</b>
2205205-540200	VEHICLE REPAIR	-	2,000	1,000	500	500
2205205-540280	MISC CONTRACT SERVICES	-	-	34,942	-	-
2205205-540330	OTHER RENTAL	2,331	1,500	3,000	-	-
2205205-540550	MAINTENANCE SERVICES	43,099	62,200	65,000	72,125	74,000
<b>PROPERTY SERVICES</b>		<b>45,430</b>	<b>65,700</b>	<b>103,942</b>	<b>72,625</b>	<b>74,500</b>
2205205-550030	TRAVEL & EXPENSES	11,831	6,100	15,000	1,500	2,750
2205205-550220	TELEPHONE	563	500	500	500	500
2205205-550360	PRINTING SERVICES	179	-	500	100	100
2205205-550390	POSTAGE	42	300	50	250	250
2205205-550540	OUTSIDE DATA SERVICES	1,720	1,500	1,500	1,500	1,500
2205205-550860	MISCELLANEOUS EXPENSE	278	-	-	-	-
<b>OTHER SERVICES</b>		<b>14,614</b>	<b>8,400</b>	<b>17,550</b>	<b>3,850</b>	<b>5,100</b>
2205205-560030	OFFICE SUPPLIES	5,744	10,000	7,000	1,250	1,250
2205205-560100	UNIFORMS	2,043	3,500	3,500	2,000	2,000
2205205-560190	TIRES & TUBES	-	1,500	500	625	400
2205205-560200	VEHICLE REPAIR PARTS	672	1,500	600	375	375
2205205-560210	FUEL & LUBRICANTS	1,712	1,500	1,500	375	375
2205205-560230	MATERIAL & SUPPLIES	2,603	1,000	1,800	250	250
2205205-560240	OTHER EQUIPMENT	6,958	19,900	19,900	19,900	15,000
2205205-560280	BOOKS, MAGS, & SUBSCRIPT	1,785	3,000	1,500	3,000	3,000
2205205-560310	OTHER EQUIP PARTS/MAINT	570	1,500	500	1,500	1,500
<b>MATERIAL &amp; SUPPLIES</b>		<b>22,086</b>	<b>43,400</b>	<b>36,800</b>	<b>29,275</b>	<b>24,150</b>
<b>ENGINEERING</b>		<b>2,056,254</b>	<b>2,581,763</b>	<b>2,465,474</b>	<b>1,384,474</b>	<b>1,432,392</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Stormwater Engineering Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205210-510040	REGULAR	485,975	499,470	467,163	547,900	571,459
2205210-510050	VARIABLE PAY	-	5,000	5,000	5,000	5,000
2205210-510110	OVERTIME	16,998	16,000	16,000	21,000	22,500
<b>SALARIES AND WAGES</b>		<b>502,973</b>	<b>520,470</b>	<b>488,163</b>	<b>573,900</b>	<b>598,959</b>
2205210-520100	LONGEVITY	3,900	4,200	4,200	4,500	4,800
2205210-520120	EDUCATION/PERFORMANCE	563	-	500	500	750
2205210-520210	SOCIAL SECURITY	37,460	39,816	37,344	40,794	45,820
2205210-520220	RETIREMENT	50,741	52,047	48,816	55,240	59,896
2205210-520260	INSURANCE	71,741	75,350	67,716	81,142	85,199
2205210-520410	CELL PHONE ALLOWANCE	-	-	-	-	-
<b>EMPLOYEE BENEFITS</b>		<b>164,405</b>	<b>171,413</b>	<b>158,577</b>	<b>182,176</b>	<b>196,465</b>
<b>PERSONNEL SERVICES</b>		<b>667,378</b>	<b>691,882</b>	<b>646,740</b>	<b>756,076</b>	<b>795,425</b>
2205210-530110	REG. FEES & CERTIFICATION	4,689	8,700	8,700	7,800	8,000
2205210-530750	DEQ PERMIT FEES	1,774	3,500	2,300	2,500	2,700
2205210-530850	MEMBERSHIP DUES	4,490	6,200	6,200	6,200	6,500
2205210-530870	PROFESSIONAL SERVICES	7,063	20,000	53,700	45,000	47,000
<b>PROF &amp; TECH SERVICES</b>		<b>18,015</b>	<b>38,400</b>	<b>70,900</b>	<b>61,500</b>	<b>64,200</b>
2205210-540200	VEHICLE REPAIR	190	1,000	1,000	1,000	1,000
2205210-540550	MAINTENANCE SERVICES	-	2,000	2,000	2,300	2,500
<b>PROPERTY SERVICES</b>		<b>190</b>	<b>3,000</b>	<b>3,000</b>	<b>3,300</b>	<b>3,500</b>
2205210-550030	TRAVEL & EXPENSES	1,211	6,300	6,300	8,400	8,600
2205210-550220	TELEPHONE	2,566	1,300	1,300	1,300	1,300
2205210-550360	PRINTING	1,504	2,000	2,000	2,000	2,000
2205210-550390	POSTAGE	1,376	2,200	2,200	2,200	2,200
2205210-550540	OUTSIDE DATA SERVICES	1,162	2,500	2,500	2,500	2,700
<b>OTHER SERVICES</b>		<b>7,819</b>	<b>14,300</b>	<b>14,300</b>	<b>16,400</b>	<b>16,800</b>
2205210-560030	OFFICE SUPPLIES	910	1,500	1,500	1,500	1,500
2205210-560100	UNIFORMS	1,213	1,500	1,500	1,500	1,500
2205210-560190	TIRES & TUBES	3,281	1,200	1,200	3,000	1,500
2205210-560200	VEHICLE REPAIR PARTS	16,115	1,200	1,200	1,200	1,200
2205210-560210	FUEL & LUBRICANTS	3,597	2,200	2,200	2,200	2,200
2205210-560230	MATERIAL & SUPPLIES	2,141	3,000	3,000	3,000	3,000
2205210-560240	OTHER EQUIPMENT	6,591	5,000	5,000	5,000	6,000
2205210-560280	BOOKS, MAGS, & SUBSCRIPT	-	400	400	400	400
<b>MATERIALS &amp; SUPPLIES</b>		<b>33,849</b>	<b>16,000</b>	<b>16,000</b>	<b>17,800</b>	<b>17,300</b>
<b>STORMWATER ENGINEERING</b>		<b>727,251</b>	<b>763,582</b>	<b>750,940</b>	<b>855,076</b>	<b>897,225</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Environmental Engineering Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205220-510040	REGULAR	-	-	-	433,079	451,701
2205220-510050	VARIABLE PAY	-	-	-	1,500	1,500
2205220-510080	PART TIME & TEMPORARY	-	-	-	-	-
2205220-510110	OVERTIME	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>434,579</b>	<b>453,201</b>
2205220-520100	LONGEVITY	-	-	-	3,200	3,300
2205220-520120	EDUCATION/PERFORMANCE	-	-	-	-	-
2205220-520210	SOCIAL SECURITY	-	-	-	33,245	34,670
2205220-520220	RETIREMENT	-	-	-	43,458	45,320
2205220-520260	INSURANCE	-	-	-	58,186	61,095
2205220-520410	CELL PHONE ALLOWANCE	-	-	-	960	960
<b>EMPLOYEE BENEFITS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>139,049</b>	<b>145,345</b>
<b>PERSONNEL SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>573,628</b>	<b>598,547</b>
2205220-530110	REG. FEES & CERTIFICATION	-	-	-	8,000	8,250
2205220-530850	MEMBERSHIP DUES	-	-	-	3,000	3,000
2205220-530870	PROFESSIONAL SERVICES	-	-	-	-	-
<b>PROF &amp; TECH SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>11,000</b>	<b>11,250</b>
2205220-540200	VEHICLE REPAIR	-	-	-	500	500
2205220-540280	MISC CONTRACT SERVICES	-	-	-	-	-
2205220-540330	OTHER RENTAL	-	-	-	1,250	1,500
2205220-540550	MAINTENANCE SERVICES	-	-	-	-	-
<b>PROPERTY SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>1,750</b>	<b>2,000</b>
2205220-550030	TRAVEL & EXPENSES	-	-	-	11,000	11,000
2205220-550220	TELEPHONE	-	-	-	-	-
2205220-550360	PRINTING SERVICES	-	-	-	150	150
2205220-550390	POSTAGE	-	-	-	250	250
2205220-550540	OUTSIDE DATA SERVICES	-	-	-	-	-
2205220-550860	MISCELLANEOUS EXPENSE	-	-	-	-	-
<b>OTHER SERVICES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>11,400</b>	<b>11,400</b>
2205220-560030	OFFICE SUPPLIES	-	-	-	3,350	3,350
2205220-560100	UNIFORMS	-	-	-	1,000	1,000
2205220-560190	TIRES & TUBES	-	-	-	625	400
2205220-560200	VEHICLE REPAIR PARTS	-	-	-	375	375
2205220-560210	FUEL & LUBRICANTS	-	-	-	375	375
2205220-560230	MATERIAL & SUPPLIES	-	-	-	250	250
2205220-560240	OTHER EQUIPMENT	-	-	-	2,500	1,000
2205220-560280	BOOKS, MAGS, & SUBSCRIPT	-	-	-	-	-
2205220-560310	OTHER EQUIP PARTS/MAINT	-	-	-	-	-
<b>MATERIAL &amp; SUPPLIES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>8,475</b>	<b>6,750</b>
<b>ENVIRONMENTAL ENGINEERING</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>606,253</b>	<b>629,947</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Special Projects Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205225-510040	REGULAR	-	-	-	338,347	352,896
2205225-510050	VARIABLE PAY	-	-	-	1,500	1,500
2205225-510080	PART TIME & TEMPORARY	-	-	-	-	-
2205225-510110	OVERTIME	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>339,847</u>	<u>354,396</u>
2205225-520100	LONGEVITY	-	-	-	-	-
2205225-520120	EDUCATION/PERFORMANCE	-	-	-	-	-
2205225-520210	SOCIAL SECURITY	-	-	-	25,998	27,111
2205225-520220	RETIREMENT	-	-	-	33,900	35,440
2205225-520260	INSURANCE	-	-	-	55,553	58,331
2205225-520410	CELL PHONE ALLOWANCE	-	-	-	960	960
<b>EMPLOYEE BENEFITS</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>116,412</u>	<u>121,842</u>
<b>PERSONNEL SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>456,259</u>	<u>476,238</u>
2205225-530110	REG. FEES & CERTIFICATION	-	-	-	1,550	1,550
2205225-530850	MEMBERSHIP DUES	-	-	-	2,100	2,100
2205225-530870	PROFESSIONAL SERVICES	-	-	-	-	-
<b>PROF &amp; TECH SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>3,650</u>	<u>3,650</u>
2205225-540200	VEHICLE REPAIR	-	-	-	500	500
2205225-540280	MISC CONTRACT SERVICES	-	-	-	-	-
2205225-540330	OTHER RENTAL	-	-	-	-	-
2205225-540550	MAINTENANCE SERVICES	-	-	-	-	-
<b>PROPERTY SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>500</u>
2205225-550030	TRAVEL & EXPENSES	-	-	-	750	750
2205225-550220	TELEPHONE	-	-	-	-	-
2205225-550360	PRINTING SERVICES	-	-	-	125	125
2205225-550390	POSTAGE	-	-	-	250	250
2205225-550540	OUTSIDE DATA SERVICES	-	-	-	-	-
2205225-550860	MISCELLANEOUS EXPENSE	-	-	-	-	-
<b>OTHER SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,125</u>	<u>1,125</u>
2205225-560030	OFFICE SUPPLIES	-	-	-	2,700	2,700
2205225-560100	UNIFORMS	-	-	-	1,000	1,000
2205225-560190	TIRES & TUBES	-	-	-	625	500
2205225-560200	VEHICLE REPAIR PARTS	-	-	-	375	375
2205225-560210	FUEL & LUBRICANTS	-	-	-	375	375
2205225-560230	MATERIAL & SUPPLIES	-	-	-	250	250
2205225-560240	OTHER EQUIPMENT	-	-	-	-	-
2205225-560280	BOOKS, MAGS, & SUBSCRIPT	-	-	-	2,500	2,500
2205225-560310	OTHER EQUIP PARTS/MAINT	-	-	-	-	-
<b>MATERIAL &amp; SUPPLIES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>7,825</u>	<u>7,700</u>
<b>SPECIAL PROJECTS</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>469,359</u>	<u>489,213</u>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Transportation Engineering Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR	FISCAL YEAR
		2024 ACTUAL	2025 BUDGET	2025 ESTIMATED ACTUAL	2026 BUDGET	2027 FINANCIAL PLAN
2205230-510040	REGULAR	-	-	-	481,499	502,204
2205230-510050	VARIABLE PAY	-	-	-	1,000	1,000
2205230-510080	PART TIME & TEMPORARY	-	-	-	-	-
2205230-510110	OVERTIME	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>482,499</u>	<u>503,204</u>
2205230-520100	LONGEVITY	-	-	-	-	-
2205230-520120	EDUCATION/PERFORMANCE	-	-	-	-	-
2205230-520210	SOCIAL SECURITY	-	-	-	36,911	38,495
2205230-520220	RETIREMENT	-	-	-	48,250	50,320
2205230-520260	INSURANCE	-	-	-	44,119	46,325
2205230-520410	CELL PHONE ALLOWANCE	-	-	-	960	960
<b>EMPLOYEE BENEFITS</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>130,240</u>	<u>136,100</u>
<b>PERSONNEL SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>612,739</u>	<u>639,304</u>
2205230-530110	REG. FEES & CERTIFICATION	-	-	-	5,750	5,750
2205230-530850	MEMBERSHIP DUES	-	-	-	3,000	3,000
2205230-530870	PROFESSIONAL SERVICES	-	-	-	-	-
<b>PROF &amp; TECH SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>8,750</u>	<u>8,750</u>
2205230-540200	VEHICLE REPAIR	-	-	-	500	500
2205230-540280	MISC CONTRACT SERVICES	-	-	-	-	-
2205230-540330	OTHER RENTAL	-	-	-	1,250	1,500
2205230-540550	MAINTENANCE SERVICES	-	-	-	-	-
<b>PROPERTY SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>1,750</u>	<u>2,000</u>
2205230-550030	TRAVEL & EXPENSES	-	-	-	7,500	7,500
2205230-550220	TELEPHONE	-	-	-	-	-
2205230-550360	PRINTING SERVICES	-	-	-	125	125
2205230-550390	POSTAGE	-	-	-	250	250
2205230-550540	OUTSIDE DATA SERVICES	-	-	-	-	-
2205230-550860	MISCELLANEOUS EXPENSE	-	-	-	-	-
<b>OTHER SERVICES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>7,875</u>	<u>7,875</u>
2205230-560030	OFFICE SUPPLIES	-	-	-	2,700	2,700
2205230-560100	UNIFORMS	-	-	-	1,250	1,250
2205230-560190	TIRES & TUBES	-	-	-	625	500
2205230-560200	VEHICLE REPAIR PARTS	-	-	-	375	375
2205230-560210	FUEL & LUBRICANTS	-	-	-	375	375
2205230-560230	MATERIAL & SUPPLIES	-	-	-	250	250
2205230-560240	OTHER EQUIPMENT	-	-	-	-	-
2205230-560280	BOOKS, MAGS, & SUBSCRIPT	-	-	-	-	-
2205230-560310	OTHER EQUIP PARTS/MAINT	-	-	-	-	-
<b>MATERIAL &amp; SUPPLIES</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>5,575</u>	<u>5,450</u>
<b>TRANSPORTATION ENGINEERING</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>636,689</u>	<u>663,379</u>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**ENGINEERING/CONSTRUCTION DEPARTMENT**  
**Information Technology - GIS**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2201205-510040	REGULAR	395,484	366,877	385,560	428,173	446,584
2201205-510050	VARIABLE PAY	-	2,500	-	1,500	1,500
2201205-510110	OVERTIME	9,643	8,000	8,000	8,000	8,000
<b>SALARIES AND WAGES</b>		<b>405,128</b>	<b>377,377</b>	<b>393,560</b>	<b>437,673</b>	<b>456,084</b>
2201205-520100	LONGEVITY	4,300	4,300	3,400	2,000	2,100
2201205-520120	EDUCATION/PERFORMANCE	600	1,800	780	780	780
2201205-520210	SOCIAL SECURITY	30,552	28,869	30,107	31,845	34,890
2201205-520220	RETIREMENT	41,450	37,738	39,356	43,570	45,608
2201205-520260	INSURANCE	58,129	62,045	76,500	87,912	92,307
2201205-520410	CELL PHONE ALLOWANCE	4,472	3,840	4,760	4,800	4,800
<b>EMPLOYEE BENEFITS</b>		<b>139,503</b>	<b>138,592</b>	<b>154,903</b>	<b>170,906</b>	<b>180,486</b>
<b>PERSONNEL SERVICES</b>		<b>544,631</b>	<b>515,969</b>	<b>548,463</b>	<b>608,579</b>	<b>636,570</b>
2201205-530110	REG. FEES & CERTIFICATION	515	8,060	8,060	6,110	6,200
2201205-530850	MEMBERSHIP DUES	255	-	-	-	-
2201205-530870	PROFESSIONAL SERVICES	126,577	91,350	97,873	93,550	95,000
<b>PROF &amp; TECH SERVICES</b>		<b>127,347</b>	<b>99,410</b>	<b>105,933</b>	<b>99,660</b>	<b>101,200</b>
2201205-540200	VEHICLE REPAIR	-	800	800	800	800
2201205-540550	MAINTENANCE SERVICES	111,280	114,060	114,060	119,238	126,000
<b>PROPERTY SERVICES</b>		<b>111,280</b>	<b>114,860</b>	<b>114,860</b>	<b>120,038</b>	<b>126,800</b>
2201205-550030	TRAVEL & EXPENSES	8,560	18,500	18,500	18,500	18,500
2201205-550540	OUTSIDE DATA SERVICES	2,010	2,800	2,800	1,080	1,200
<b>OTHER CHARGES</b>		<b>10,570</b>	<b>21,300</b>	<b>21,300</b>	<b>19,580</b>	<b>19,700</b>
2201205-560030	OFFICE SUPPLIES	-	1,000	1,000	500	500
2201205-560100	UNIFORMS	-	-	-	-	-
2201205-560190	TIRES & TUBES	-	800	800	800	800
2201205-560200	VEHICLE REPAIR PARTS	42	800	800	800	-
2201205-560210	FUEL & LUBRICANTS	1,582	1,500	1,500	1,500	1,500
2201205-560230	MATERIAL & SUPPLIES	77	500	500	500	500
2201205-560240	OTHER EQUIPMENT	-	4,000	4,000	4,000	-
2201205-560280	BOOKS, MAGS, & SUBSCRIPT	-	-	-	-	-
<b>MATERIAL &amp; SUPPLIES</b>		<b>1,701</b>	<b>8,600</b>	<b>8,600</b>	<b>8,100</b>	<b>3,300</b>
<b>ENGINEERING PLANNING</b>		<b>795,529</b>	<b>760,139</b>	<b>799,156</b>	<b>855,957</b>	<b>887,570</b>
<b>ENGINEERING/CONSTRUCTION</b>		<b>4,706,253</b>	<b>5,561,494</b>	<b>5,255,080</b>	<b>6,141,457</b>	<b>6,397,118</b>



## STREET/STORMWATER

### DIVISIONS -

Stormwater

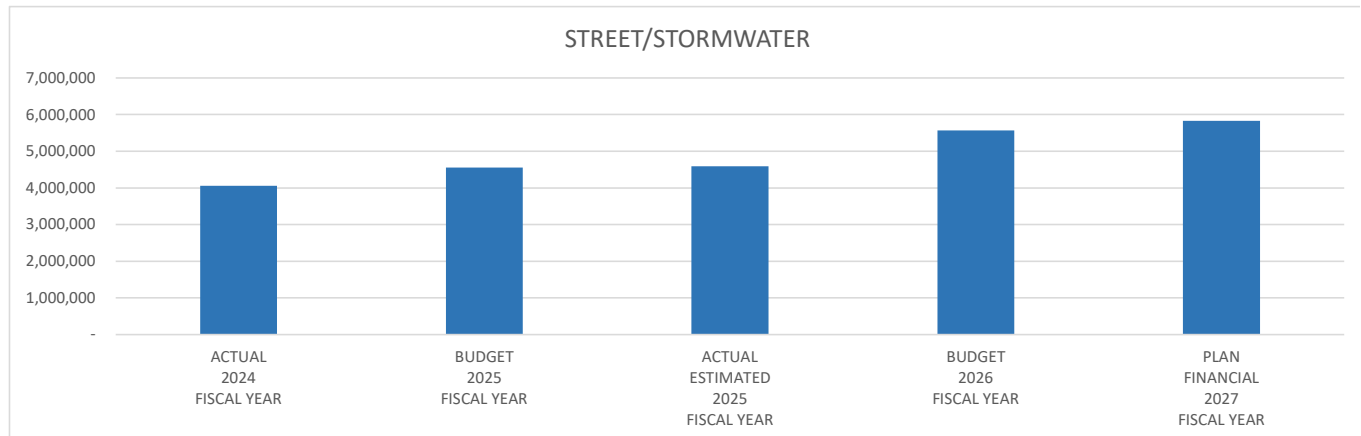
### PURPOSE:

The Stormwater Division is responsible for maintenance of all stormwater structures, mowing of right-of-way, sweeping streets and monitoring the City's stormwater system.

	FY 2024	FY 2025	FY 2026
Total Full Time	41	41	41
Total Seasonal	1	1	1

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>					
SALARIES & WAGES	1,807,627	1,983,671	1,981,966	2,567,249	2,667,078
EMPLOYEE BENEFITS	805,233	1,000,743	1,025,385	1,222,342	1,319,062
<b>TOTAL PERSONNEL SERVICES</b>	<b>2,612,860</b>	<b>2,984,414</b>	<b>3,007,351</b>	<b>3,789,590</b>	<b>3,986,140</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	8,657	12,100	12,100	11,500	11,500
PROPERTY SERVICES	360,538	420,000	432,260	501,500	507,000
OTHER SERVICES	691,942	734,299	734,299	793,923	833,700
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,061,137</b>	<b>1,166,399</b>	<b>1,178,659</b>	<b>1,306,923</b>	<b>1,352,200</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>380,283</b>	<b>405,100</b>	<b>405,100</b>	<b>474,500</b>	<b>486,500</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>4,054,280</b>	<b>4,555,913</b>	<b>4,591,110</b>	<b>5,571,013</b>	<b>5,824,840</b>





**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**STREET/STORMWATER DEPARTMENT**  
**Stormwater Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205305-510040	REGULAR	1,735,255	1,912,671	1,907,966	2,489,049	2,596,078
2205305-510050	VARIABLE PAY	-	6,000	6,000	6,000	6,000
2205305-510080	PART TIME & TEMPORARY	-	-	-	7,200	-
2205305-510110	OVERTIME	68,849	65,000	65,000	65,000	65,000
2205305-510190	INJURY PAY	3,523	-	3,000	-	-
<b>SALARIES AND WAGES</b>		<b>1,807,627</b>	<b>1,983,671</b>	<b>1,981,966</b>	<b>2,567,249</b>	<b>2,667,078</b>
2205305-520100	LONGEVITY	14,683	15,500	16,200	18,300	21,600
2205305-520210	SOCIAL SECURITY	133,502	151,751	151,620	182,103	204,031
2205305-520220	RETIREMENT	182,129	198,367	198,197	234,465	266,708
2205305-520260	INSURANCE	472,038	632,245	656,628	784,594	823,823
2205305-520410	CELL PHONE ALLOWANCE	2,880	2,880	2,740	2,880	2,900
<b>EMPLOYEE BENEFITS</b>		<b>805,233</b>	<b>1,000,743</b>	<b>1,025,385</b>	<b>1,222,342</b>	<b>1,319,062</b>
<b>PERSONNEL SERVICES</b>		<b>2,612,860</b>	<b>2,984,414</b>	<b>3,007,351</b>	<b>3,789,590</b>	<b>3,986,140</b>
2205305-530110	REG. FEES & CERTIFICATION	7,730	10,600	10,600	10,000	10,000
2205305-530850	MEMBERSHIP DUES	139	500	500	500	500
2205305-530870	PROFESSIONAL SERVICES	788	1,000	1,000	1,000	1,000
<b>PROF &amp; TECH SERVICES</b>		<b>8,657</b>	<b>12,100</b>	<b>12,100</b>	<b>11,500</b>	<b>11,500</b>
2205305-540070	BUILDING MAINTENANCE	298	1,000	1,000	1,000	1,000
2205305-540200	VEHICLE REPAIR	110,670	80,000	80,000	120,000	125,000
2205305-540280	MISC CONTRACT SERVICES	221,083	300,000	312,260	340,000	340,000
2205305-540290	OTHER EQUIPMENT REPAIR	2,975	2,500	2,500	2,500	2,500
2205305-540310	UNIFORM RENTAL/SERVICES	7,183	10,000	10,000	10,000	10,000
2205305-540320	EQUIPMENT RENTAL	1,599	5,000	5,000	6,500	7,000
2205305-540330	OTHER RENTAL	1,558	1,500	1,500	1,500	1,500
2205305-540550	MAINTENANCE SERVICES	15,172	20,000	20,000	20,000	20,000
<b>PROPERTY SERVICES</b>		<b>360,538</b>	<b>420,000</b>	<b>432,260</b>	<b>501,500</b>	<b>507,000</b>
2205305-550030	TRAVEL & EXPENSES	5,163	8,000	8,000	8,000	8,500
2205305-550220	TELEPHONE	-	700	700	700	700
2205305-550240	UTILITIES (ONG)	256	1,000	1,000	1,000	1,000
2205305-550250	UTILITIES (PSO)	6,398	7,000	7,000	7,000	7,500
2205305-550540	OUTSIDE DATA SERVICES	1,551	6,000	6,000	6,000	6,000
2205305-550840	PILOT	678,574	711,599	711,599	771,223	810,000
<b>OTHER SERVICES</b>		<b>691,942</b>	<b>734,299</b>	<b>734,299</b>	<b>793,923</b>	<b>833,700</b>
2205305-560030	OFFICE SUPPLIES	765	1,000	1,000	2,000	2,500
2205305-560100	UNIFORMS	21,316	18,000	18,000	22,000	23,000
2205305-560190	TIRES & TUBES	11,219	20,000	20,000	22,000	22,000
2205305-560200	VEHICLE REPAIR PARTS	116,184	90,000	90,000	90,000	95,000
2205305-560210	FUEL & LUBRICANTS	45,069	50,000	50,000	60,000	65,000
2205305-560230	MATERIAL & SUPPLIES	84,787	75,000	75,000	90,000	90,000
2205305-560240	OTHER EQUIPMENT	34,539	25,000	25,000	37,500	38,000
2205305-560270	CONCRETE & AGGREGATE	66,405	125,000	125,000	150,000	150,000
2205305-560300	JANITORIAL SUPPLIES	-	1,000	1,000	1,000	1,000
2205305-560500	RADIO MAINTENANCE	-	100	100	-	-
2205305-560800	ASPHALT & AGGREGATE	-	-	-	-	-
<b>MATERIALS &amp; SUPPLIES</b>		<b>380,283</b>	<b>405,100</b>	<b>405,100</b>	<b>474,500</b>	<b>486,500</b>
<b>STORMWATER</b>		<b>4,054,280</b>	<b>4,555,913</b>	<b>4,591,110</b>	<b>5,571,013</b>	<b>5,824,840</b>



## UTILITIES

**DIVISIONS:**

Utility Construction  
Water Resources  
Water Treatment Plant  
Wastewater Plant

Administration  
Meter Reading  
Sewer  
Water Distribution

**PURPOSE:**

To administrate the operations, maintenance and construction of the City water and sewer utility infrastructure in such a manner to minimize loss of service, user inconvenience and provide accurate meter readings for use in utility billing to ensure a high quality of life for the City's citizens.

	FY 2024	FY 2025	FY 2026
Total Full Time	94	95	95
Total Part-Time	0	0	0

### FINANCIAL HIGHLIGHTS

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>PERSONNEL SERVICES:</b>									
SALARIES & WAGES	5,743,315		6,177,272		6,312,900		6,781,427		7,040,767
EMPLOYEE BENEFITS	2,291,443		2,704,521		2,613,570		2,777,557		3,055,351
<b>TOTAL PERSONNEL SERVICES</b>	<b>8,034,758</b>		<b>8,881,793</b>		<b>8,926,470</b>		<b>9,558,984</b>		<b>10,096,119</b>
<b>OTHER SERVICES &amp; CHARGES</b>									
PROF & TECH SERVICES	364,471		715,500		629,055		713,300		722,186
PROPERTY SERVICES	3,352,167		4,439,750		4,416,817		4,838,700		5,176,219
OTHER SERVICES	5,158,680		5,717,767		5,782,167		6,224,314		6,419,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>8,875,317</b>		<b>10,873,017</b>		<b>10,828,039</b>		<b>11,776,314</b>		<b>12,317,405</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>4,776,651</b>		<b>5,215,200</b>		<b>5,439,749</b>		<b>5,690,700</b>		<b>5,740,494</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>21,686,726</b>		<b>24,970,010</b>		<b>25,194,258</b>		<b>27,025,998</b>		<b>28,154,018</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**UTILITIES DEPARTMENT**  
**Water Distribution Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205400-510040	REGULAR	1,203,275	1,374,458	1,441,000	1,552,542	1,619,302
2205400-510050	VARIABLE PAY	-	2,300	3,200	2,300	2,300
2205400-510110	OVERTIME	241,873	204,600	259,600	240,000	240,000
2205400-510190	INJURY PAY	37,593	-	1,000	-	-
<b>SALARIES AND WAGES</b>		<b>1,482,741</b>	<b>1,581,358</b>	<b>1,704,800</b>	<b>1,794,842</b>	<b>1,861,602</b>
2205400-520100	LONGEVITY	19,767	23,000	21,500	24,000	25,800
2205400-520120	EDUCATION/PERFORMANCE	2,103	600	4,680	4,320	4,680
2205400-520210	SOCIAL SECURITY	111,788	120,974	130,417	114,711	142,413
2205400-520220	RETIREMENT	150,943	158,136	170,480	158,855	186,160
2205400-520260	INSURANCE	316,413	422,465	420,130	458,137	481,043
2205400-520410	CELL PHONE ALLOWANCE	6,000	5,800	7,560	7,700	7,700
<b>EMPLOYEE BENEFITS</b>		<b>607,013</b>	<b>730,975</b>	<b>754,767</b>	<b>767,723</b>	<b>847,796</b>
<b>PERSONNEL SERVICES</b>		<b>2,089,754</b>	<b>2,312,333</b>	<b>2,459,567</b>	<b>2,562,565</b>	<b>2,709,398</b>
2205400-530110	REG. FEES & CERTIFICATION	8,980	7,000	7,000	7,000	7,000
2205400-530340	LAB SERVICES	-	100	100	100	100
2205400-530840	MEDICAL VACCINATION	-	600	600	600	600
2205400-530850	MEMBERSHIP DUES	14,470	16,700	29,800	34,100	34,100
2205400-530870	PROF & TECH SERVICES	6,778	12,500	12,500	12,500	12,500
<b>PROF &amp; TECH SERVICES</b>		<b>30,228</b>	<b>36,900</b>	<b>50,000</b>	<b>54,300</b>	<b>54,300</b>
2205400-540200	VEHICLE REPAIR	32,941	26,000	31,000	26,000	26,000
2205400-540280	MISC CONTRACT SERVICES	95,800	118,100	118,100	118,100	118,100
2205400-540290	OTHER EQUIPMENT REPAIR	3,313	7,500	5,000	7,500	7,500
2205400-540310	UNIFORM RENTAL/SERVICES	5,048	6,300	5,800	6,500	6,500
2205400-540320	EQUIPMENT RENTAL	4,087	10,000	26,300	26,000	26,000
2205400-540330	OTHER RENTAL	3,495	4,000	4,000	4,000	4,000
2205400-540500	RADIO MAINTENANCE-OUTSIDE	-	300	300	300	300
2205400-540550	MAINTENANCE SERVICES	17,566	33,400	33,400	34,200	34,200
<b>PROPERTY SERVICES</b>		<b>162,250</b>	<b>205,600</b>	<b>223,900</b>	<b>222,600</b>	<b>222,600</b>
2205400-550030	TRAVEL & EXPENSES	2,899	2,000	4,000	6,000	6,000
2205400-550220	TELEPHONE	448	1,700	1,700	1,700	1,700
2205400-550240	UTILITIES (ONG)	294	-	800	5,000	5,000
2205400-550250	UTILITIES (PSO)	35,063	44,000	37,100	44,000	44,000
2205400-550360	PRINTING SERVICES	97	1,000	500	1,000	1,000
2205400-550540	OUTSIDE DATA SERVICES	17,534	11,600	14,700	11,600	11,600
2205400-550840	PILOT	2,102,223	2,433,886	2,433,886	2,531,320	2,581,946
<b>OTHER SERVICES</b>		<b>2,158,558</b>	<b>2,494,186</b>	<b>2,492,686</b>	<b>2,600,620</b>	<b>2,651,246</b>
2205400-560030	OFFICE SUPPLIES	1,061	2,500	2,500	2,500	2,500
2205400-560100	UNIFORMS	14,569	14,800	15,300	15,300	15,300
2205400-560180	BLDG MATERIAL & SUPPLIES	7,151	1,000	1,000	1,000	1,000
2205400-560190	TIRES & TUBES	15,914	9,200	16,100	16,100	16,100
2205400-560200	VEHICLE REPAIR PARTS	62,321	28,000	40,800	40,000	40,000
2205400-560210	FUEL & LUBRICANTS	82,562	68,400	68,400	68,400	68,400
2205400-560230	MATERIAL & SUPPLIES	70,945	51,000	64,400	64,400	64,400
2205400-560240	OTHER EQUIPMENT	48,896	51,000	51,000	43,000	43,000
2205400-560270	CONCRETE & AGGREGATE	133,838	73,000	107,600	110,000	110,000
2205400-560280	BOOKS, MAGS, & SUBSCRIPT	-	300	300	300	300
2205400-560310	OTHER EQUIP PARTS/MAINT	553	2,000	2,000	2,000	2,000
2205400-560340	CHEMICAL & LAB SUPPLIES	8,792	1,300	1,300	1,300	1,300
2205400-560370	HYDRANTS, PARTS/SUPPLIES	58,938	43,000	43,000	43,000	43,000
2205400-560380	METER & SEWER CONNECT PARTS	276,549	385,000	385,000	385,000	385,000
2205400-560400	WATER MAIN REPAIR PARTS	191,782	164,000	242,344	332,300	332,300
2205400-560500	RADIO MAINTENANCE	-	1,000	1,000	1,000	1,000
2205400-560800	ASPHALT & AGGREGATE	10,441	17,000	17,000	17,000	17,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>984,310</b>	<b>912,500</b>	<b>1,059,044</b>	<b>1,142,600</b>	<b>1,142,600</b>
<b>WATER DISTRIBUTION</b>		<b>5,425,100</b>	<b>5,961,519</b>	<b>6,285,197</b>	<b>6,582,685</b>	<b>6,780,144</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**UTILITIES DEPARTMENT**  
**Administration Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205401-510040	REGULAR	272,140	368,363	334,800	347,067	361,991
2205401-510050	VARIABLE PAY	-	1,000	1,000	1,000	1,000
2205401-510110	OVERTIME	451	1,000	1,500	2,500	2,500
2205401-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>272,591</b>	<b>370,363</b>	<b>337,300</b>	<b>350,567</b>	<b>365,491</b>
2205401-520100	LONGEVITY	2,450	2,800	2,700	3,400	3,700
2205401-520120	EDUCATION/PERFORMANCE	600	600	865	900	900
2205401-520210	SOCIAL SECURITY	20,395	28,333	25,803	25,638	27,960
2205401-520220	RETIREMENT	27,225	37,036	33,730	35,233	36,549
2205401-520260	INSURANCE	36,886	58,248	49,788	54,796	57,536
2205401-520410	CELL PHONE ALLOWANCE	1,240	2,000	960	960	1,000
<b>EMPLOYEE BENEFITS</b>		<b>88,797</b>	<b>129,017</b>	<b>113,847</b>	<b>120,927</b>	<b>127,645</b>
<b>PERSONNEL SERVICES</b>		<b>361,388</b>	<b>499,379</b>	<b>451,147</b>	<b>471,494</b>	<b>493,136</b>
2205401-530110	REG. FEES & CERTIFICATION	3,171	3,500	8,000	8,500	8,500
2205401-530850	MEMBERSHIP DUES	2,343	2,800	2,800	2,800	2,800
2205401-530870	PROFESSIONAL SERVICES	-	2,000	2,000	15,000	15,000
<b>PROF &amp; TECH SERVICES</b>		<b>5,515</b>	<b>8,300</b>	<b>12,800</b>	<b>26,300</b>	<b>26,300</b>
2205401-540200	VEHICLE REPAIR	7	600	600	1,000	1,000
2205401-540280	MISC CONTRACT SERVICES	5,167	-	-	-	-
2205401-540550	MAINTENANCE SERVICES	1,719	2,400	2,400	3,000	3,000
<b>PROPERTY SERVICES</b>		<b>6,893</b>	<b>3,000</b>	<b>3,000</b>	<b>4,000</b>	<b>4,000</b>
2205401-550030	TRAVEL & EXPENSES	2,225	5,000	12,000	15,000	15,000
2205401-550250	UTILITIES (PSO)	1,738	6,000	6,000	6,000	6,000
2205401-550360	PRINTING SERVICES	37	500	500	500	500
2205401-550540	OUTSIDE DATA SERVICES	697	1,500	1,500	1,500	1,500
<b>OTHER SERVICES</b>		<b>4,696</b>	<b>13,000</b>	<b>20,000</b>	<b>23,000</b>	<b>23,000</b>
2205401-560030	OFFICE SUPPLIES	2,688	5,000	5,000	5,000	5,000
2205401-560100	UNIFORMS	396	500	500	1,000	1,000
2205401-560190	TIRES & TUBES	-	600	600	600	600
2205401-560200	VEHICLE REPAIR PARTS	134	1,000	1,000	1,000	1,000
2205401-560210	FUEL & LUBRICANTS	60	500	300	500	500
2205401-560230	MATERIAL & SUPPLIES	2,718	2,500	2,500	4,000	4,000
2205401-560240	OTHER EQUIPMENT	(396)	5,600	13,000	5,000	2,500
2205401-560280	BOOKS, MAGS, & SUBSCRIPT	240	1,000	1,000	1,000	1,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>5,839</b>	<b>16,700</b>	<b>23,900</b>	<b>18,100</b>	<b>15,600</b>
<b>ADMINISTRATION</b>		<b>384,331</b>	<b>540,379</b>	<b>510,847</b>	<b>542,894</b>	<b>562,036</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**UTILITIES DEPARTMENT**  
**Utility Construction**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205403-510040	REGULAR	662,026	739,677	656,200	900,290	939,003
2205403-510050	VARIABLE PAY PROGRAM	-	1,500	1,000	1,500	1,500
2205403-510110	OVERTIME	108,647	100,000	110,000	119,100	110,000
2205403-510190	INJURY PAY	-	-	500	-	-
<b>WAGES &amp; SALARIES</b>		<b>770,672</b>	<b>841,177</b>	<b>767,700</b>	<b>1,020,890</b>	<b>1,050,503</b>
2205403-520100	LONGEVITY	10,300	10,800	11,000	11,600	12,700
2205403-520120	EDUCATION/PERFORMANCE	140	-	-	-	-
2205403-520210	SOCIAL SECURITY	57,555	64,350	58,729	51,756	80,363
2205403-520220	RETIREMENT	78,099	84,118	76,770	91,353	105,050
2205403-520260	INSURANCE	164,776	209,148	163,626	254,658	267,391
2205403-520410	CELL PHONE ALLOWANCE	1,920	2,000	1,920	2,000	2,000
<b>EMPLOYEE BENEFITS</b>		<b>312,790</b>	<b>370,416</b>	<b>312,045</b>	<b>411,367</b>	<b>467,504</b>
<b>PERSONNEL SERVICES</b>		<b>1,083,462</b>	<b>1,211,593</b>	<b>1,079,745</b>	<b>1,432,257</b>	<b>1,518,007</b>
2205403-530110	REG. FEES & CERTIFICATION	2,853	3,500	3,650	3,500	3,500
2205403-530340	LAB SERVICES	-	2,500	2,500	2,500	2,500
2205403-530840	MEDICAL VACCINATION	-	400	400	400	400
2205403-530850	MEMBERSHIP DUES	348	400	400	400	400
<b>PROF &amp; TECH SERVICES</b>		<b>3,201</b>	<b>6,800</b>	<b>6,950</b>	<b>6,800</b>	<b>6,800</b>
2205403-540200	VEHICLE REPAIR	32,146	24,000	56,133	35,000	35,000
2205403-540280	MISC CONTRACT SERVICES	2,258	6,000	5,000	6,000	6,000
2205403-540290	OTHER EQUIPMENT REPAIR	-	3,000	2,000	3,000	3,000
2205403-540310	UNIFORM RENTAL/SERVICES	3,197	3,200	3,000	3,200	3,200
2205403-540320	EQUIPMENT RENTAL	7,843	12,000	12,000	12,000	12,000
2205403-540330	OTHER RENTAL	515	5,500	3,750	5,500	5,500
2205403-540500	RADIO MAINTENANCE-OUTSIDE	-	200	200	200	200
2205403-540550	MAINTENANCE SERVICES	2,449	3,500	3,500	3,400	3,400
<b>PROPERTY SERVICES</b>		<b>48,408</b>	<b>57,400</b>	<b>85,583</b>	<b>68,300</b>	<b>68,300</b>
2205403-550030	TRAVEL & EXPENSES	-	1,600	900	1,600	1,600
2205403-550220	TELEPHONE	-	-	-	-	-
2205403-550360	PRINTING SERVICES	-	100	100	100	100
2205403-550540	OUTSIDE DATA SERVICES	-	2,900	2,900	2,900	2,900
<b>OTHER SERVICES</b>		<b>-</b>	<b>4,600</b>	<b>3,900</b>	<b>4,600</b>	<b>4,600</b>
2205403-560030	OFFICE SUPPLIES	81	500	200	200	200
2205403-560100	UNIFORMS	4,230	8,600	8,600	7,100	7,100
2205403-560180	BLDG MATERIAL & SUPPLIES	681	1,000	1,000	1,000	1,000
2205403-560190	TIRES & TUBES	2,550	6,500	13,200	7,200	7,200
2205403-560200	VEHICLE REPAIR PARTS	25,904	39,600	33,800	39,600	39,600
2205403-560210	FUEL & LUBRICANTS	25,963	44,000	36,000	44,000	44,000
2205403-560230	MATERIAL & SUPPLIES	21,706	15,600	20,500	20,000	20,000
2205403-560240	OTHER EQUIPMENT	35,852	37,700	37,700	44,200	44,200
2205403-560270	CONCRETE & AGGREGATE	10,749	6,000	6,000	10,000	10,000
2205403-560280	BOOKS, MAGS, & SUBSCRIPT.	-	200	200	200	200
2205403-560310	OTHER EQUIP PARTS/MAINT	84	200	200	200	200
2205403-560340	CHEMICAL & LAB SUPPLIES	-	1,900	1,400	2,800	2,800
2205403-560380	METER & SEWER CONNECT PARTS	17,829	15,000	15,000	15,000	15,000
2205403-560400	WATER MAIN REPAIR PARTS	21,727	2,500	2,500	2,500	2,500
2205403-560500	RADIO MAINTENANCE	-	200	200	200	200
2205403-560800	ASPHALT & AGGREGATE	2,361	2,000	2,000	10,000	10,000
<b>MATERIALS &amp; SUPPLIES</b>		<b>169,716</b>	<b>181,500</b>	<b>178,500</b>	<b>204,200</b>	<b>204,200</b>
<b>UTILITY CONSTRUCTION</b>		<b>1,304,787</b>	<b>1,461,893</b>	<b>1,354,678</b>	<b>1,716,157</b>	<b>1,801,907</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**UTILITIES DEPARTMENT**  
**Water Resources**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205404-510040	REGULAR	152,227	155,966	173,500	181,615	189,425
2205404-510050	VARIABLE PAY PROGRAM	-	-	-	1,000	1,000
2205404-510110	OVERTIME	1,558	5,800	5,000	8,300	8,300
<b>SALARIES AND WAGES</b>		<b>153,784</b>	<b>161,766</b>	<b>178,500</b>	<b>190,915</b>	<b>198,725</b>
2205404-520100	LONGEVITY	-	500	-	-	-
2205404-520120	EDUCATION/PERFORMANCE	4,129	4,200	4,800	5,000	5,000
2205404-520210	SOCIAL SECURITY	11,814	12,375	13,655	13,851	15,202
2205404-520220	RETIREMENT	16,055	16,177	17,850	18,942	19,872
2205404-520260	INSURANCE	35,578	40,696	41,689	45,829	48,120
2205404-520410	CELL PHONE ALLOWANCE	2,640	2,880	2,880	2,880	2,900
<b>EMPLOYEE BENEFITS</b>		<b>70,216</b>	<b>76,828</b>	<b>80,875</b>	<b>86,501</b>	<b>91,095</b>
<b>PERSONNEL SERVICES</b>		<b>224,000</b>	<b>238,594</b>	<b>259,375</b>	<b>277,417</b>	<b>289,820</b>
2205404-530110	REG. FEES & CERTIFICATION	3,866	4,300	4,300	4,300	4,300
2205404-530340	LAB SERVICES	79,276	128,100	103,800	142,000	142,000
2205404-530850	MEMBERSHIP DUES	659	2,700	2,700	3,600	3,600
2205404-530870	PROFESSIONAL SERVICES	1,752	125,000	123,500	75,000	75,000
<b>PROF &amp; TECH SERVICES</b>		<b>85,553</b>	<b>260,100</b>	<b>234,300</b>	<b>224,900</b>	<b>224,900</b>
2205404-540070	BUILDING MAINTENANCE	5,198	-	-	5,000	5,000
2205404-540200	VEHICLE REPAIR	195	1,000	1,000	1,400	1,400
2205404-540280	MISC CONTRACT SERVICES	1,640	1,500	3,000	55,000	55,000
2205404-540290	OTHER EQUIPMENT REPAIR	-	-	2,800	3,000	3,000
2205404-540310	UNIFORM RENTAL/SERVICES	-	-	-	-	-
2205404-540550	MAINTENANCE SERVICES	692	2,100	2,500	3,000	3,000
<b>PROPERTY SERVICES</b>		<b>7,724</b>	<b>4,600</b>	<b>9,300</b>	<b>67,400</b>	<b>67,400</b>
2205404-550030	TRAVEL & EXPENSES	2,432	5,700	5,700	7,600	7,600
2205404-550360	PRINTING SERVICES	941	7,500	6,000	7,500	7,500
2205404-550540	POSTAGE	-	500	500	500	500
2205404-550540	OUTSIDE DATA SERVICES	600	4,000	4,000	4,000	4,000
<b>OTHER SERVICES</b>		<b>3,973</b>	<b>17,700</b>	<b>16,200</b>	<b>19,600</b>	<b>19,600</b>
2205404-560030	OFFICE SUPPLIES	-	1,000	1,000	1,000	1,000
2205404-560100	UNIFORMS	1,941	4,300	2,450	3,300	3,300
2205404-560190	TIRES & TUBES	667	1,000	1,000	1,400	1,400
2205404-560200	VEHICLE REPAIR PARTS	3,476	2,100	2,080	2,800	2,800
2205404-560210	FUEL & LUBRICANTS	667	5,000	2,900	6,700	6,700
2205404-560230	MATERIAL & SUPPLIES	4,603	10,000	6,450	10,000	10,000
2205404-560240	OTHER EQUIPMENT	5,358	5,000	10,000	14,200	10,000
2205404-560280	BOOKS, MAGS,& SUBSCRIPTIONS	119	600	600	600	600
2205404-560300	JANITORIAL SUPPLIES	-	200	200	200	200
2205404-560340	CHEMICAL & LAB SUPPLIES	15,050	29,000	30,500	32,000	32,000
<b>MATERIALS &amp; SUPPLIES</b>		<b>31,882</b>	<b>58,200</b>	<b>57,180</b>	<b>72,200</b>	<b>68,000</b>
<b>WATER RESOURCES</b>		<b>353,132</b>	<b>579,194</b>	<b>576,355</b>	<b>661,517</b>	<b>669,720</b>



**CITY OF BROKEN ARROW  
BROKEN ARROW MUNICIPAL AUTHORITY  
UTILITIES DEPARTMENT  
Waterplant Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205405-510040	REGULAR	889,476	936,429	968,000	1,024,929	1,069,001
2205405-510050	VARIABLE PAY	-	3,000	3,000	3,000	3,000
2205405-510110	OVERTIME	89,724	80,000	80,000	90,000	92,700
2205405-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>979,199</b>	<b>1,019,429</b>	<b>1,051,000</b>	<b>1,117,929</b>	<b>1,164,701</b>
2205405-520100	LONGEVITY	8,400	8,800	10,700	12,300	13,500
2205405-520120	EDUCATION/PERFORMANCE	931	-	2,500	2,600	2,600
2205405-520210	SOCIAL SECURITY	73,543	77,986	80,402	77,138	89,100
2205405-520220	RETIREMENT	99,025	101,943	105,100	104,017	116,470
2205405-520260	INSURANCE	198,283	244,481	199,077	222,232	233,343
2205405-520410	CELL PHONE ALLOWANCE	1,920	2,000	1,920	2,000	2,000
<b>EMPLOYEE BENEFITS</b>		<b>382,102</b>	<b>435,210</b>	<b>399,698</b>	<b>420,287</b>	<b>457,013</b>
<b>PERSONNEL SERVICES</b>		<b>1,361,301</b>	<b>1,454,640</b>	<b>1,450,698</b>	<b>1,538,216</b>	<b>1,621,714</b>
2205405-530110	REG. FEES & CERTIFICATION	7,452	14,000	14,000	14,000	14,420
2205405-530340	LAB SERVICES	30,477	105,000	50,000	105,000	108,150
2205405-530750	DEQ FEES	8,246	15,000	10,000	15,000	15,450
2205405-530850	MEMBERSHIP DUES	2,621	2,200	2,200	2,200	2,266
2205405-530870	PROFESSIONAL SERVICES	44,499	100,000	100,000	100,000	103,000
<b>PROF &amp; TECH SERVICE</b>		<b>93,295</b>	<b>236,200</b>	<b>176,200</b>	<b>236,200</b>	<b>243,286</b>
2205405-540070	BUILDING MAINTENANCE	30,332	75,000	150,000	125,000	128,750
2205405-540200	VEHICLE REPAIR	12,003	5,000	5,000	5,000	5,150
2205405-540280	MISC CONTRACT SERVICES	113,680	250,150	250,000	250,000	257,500
2205405-540290	OTHER EQUIPMENT REPAIR	8,033	125,000	125,000	125,000	128,750
2205405-540300	CONTRACT LANDFILL SERVICE	126,584	90,000	90,000	90,000	92,700
2205405-540310	UNIFORM RENTAL/SERVICES	3,115	4,300	3,200	4,300	4,429
2205405-540320	EQUIPMENT RENTAL	75,162	60,000	70,000	70,000	72,100
2205405-540330	OTHER RENTAL	1,674	3,000	3,000	3,000	3,090
2205405-540500	RADIO MAINTENANCE-OUTSIDE	-	5,000	5,000	5,000	5,150
2205405-540550	MAINTENANCE SERVICES	27,947	75,000	75,000	85,000	90,000
2205405-540930	PURCHASED WATER	25,709	100,000	50,000	100,000	100,000
<b>PROPERTY SERVICES</b>		<b>424,240</b>	<b>792,450</b>	<b>826,200</b>	<b>862,300</b>	<b>887,619</b>
2205405-550030	TRAVEL & EXPENSES	8,628	10,000	10,000	10,000	10,300
2205405-550200	TELEPHONE	4,422	6,000	6,000	6,000	6,180
2205405-550250	UTILITIES (PSO)	892,042	1,000,000	1,050,000	1,100,000	1,200,000
2205405-550360	PRINTING SERVICES	1,090	2,000	2,000	2,000	2,060
2205405-550390	POSTAGE	1,455	-	2,000	2,000	2,060
2205405-550540	OUTSIDE DATA SERVICES	1,501	2,000	2,000	2,000	2,000
2205405-550940	POWER (GRDA)	4,073	5,000	8,000	10,000	10,300
<b>OTHER SERVICES &amp; CHARGES</b>		<b>913,210</b>	<b>1,025,000</b>	<b>1,080,000</b>	<b>1,132,000</b>	<b>1,232,900</b>
2205405-560030	OFFICE SUPPLIES	2,441	3,000	3,000	3,000	3,090
2205405-560100	UNIFORMS	3,724	4,900	4,300	4,300	4,429
2205405-560110	PROTECTIVE WEAR	2,458	10,000	10,000	10,000	10,300
2205405-560180	BLDG MATERIAL & SUPPLIES	7,814	14,000	14,000	15,000	15,450
2205405-560190	TIRES & TUBES	1,274	2,500	7,000	5,000	5,150
2205405-560200	VEHICLE REPAIR PARTS	3,205	4,500	4,000	5,000	5,150
2205405-560210	FUEL & LUBRICANTS	59,529	40,000	55,000	60,000	61,800
2205405-560230	MATERIAL & SUPPLIES	74,580	60,000	60,000	60,000	61,800
2205405-560240	OTHER EQUIPMENT	52,808	60,000	60,000	60,000	61,800
2205405-560270	CONCRETE & AGGREGATE	1,464	15,000	15,000	15,000	15,450
2205405-560280	BOOKS & SUBSCRIPTIONS	-	2,500	2,500	2,500	2,575
2205405-560300	JANITORIAL SUPPLIES	-	1,000	1,000	1,000	1,000
2205405-560310	OTHER EQUIP PARTS/MAINT	1,186	24,000	10,000	20,000	20,000
2205405-560340	CHEMICAL & LAB SUPPLIES	1,592,401	1,800,000	1,900,000	1,900,000	1,957,000
2205405-560450	REPAIRS & REPLACEMENTS	321,081	500,000	400,000	500,000	515,000
2205405-560500	RADIO MAINTENANCE	2,867	10,000	10,000	10,000	10,300
<b>MATERIALS &amp; SUPPLIES</b>		<b>2,126,832</b>	<b>2,551,400</b>	<b>2,555,800</b>	<b>2,670,800</b>	<b>2,750,294</b>
<b>WATERPLANT</b>		<b>4,918,878</b>	<b>6,059,690</b>	<b>6,088,898</b>	<b>6,439,516</b>	<b>6,735,813</b>



**CITY OF BROKEN ARROW  
BROKEN ARROW MUNICIPAL AUTHORITY  
UTILITIES DEPARTMENT  
Meter Readers**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205406-510040	REGULAR	461,440	516,648	511,900	532,961	555,878
2205406-510050	VARIABLE PAY PROGRAM	-	2,000	1,000	2,000	2,000
2205406-510110	OVERTIME	60,782	65,000	60,100	45,000	45,000
2205406-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>522,221</b>	<b>583,648</b>	<b>573,000</b>	<b>579,961</b>	<b>602,878</b>
2205406-520100	LONGEVITY	8,100	8,500	7,400	7,500	8,500
2205406-520210	SOCIAL SECURITY	39,472	44,649	43,835	39,745	46,120
2205406-520220	RETIREMENT	52,696	58,365	57,300	54,280	60,288
2205406-520260	INSURANCE	110,331	142,111	137,732	150,214	157,724
2205406-520410	CELL PHONE ALLOWANCE	1,920	2,000	1,920	1,920	2,000
<b>EMPLOYEE BENEFITS</b>		<b>212,519</b>	<b>255,625</b>	<b>248,186</b>	<b>253,660</b>	<b>274,632</b>
<b>PERSONNEL SERVICES</b>		<b>734,740</b>	<b>839,273</b>	<b>821,186</b>	<b>833,620</b>	<b>877,510</b>
2205406-530100	REG. FEES & CERTIFICATION	3,460	2,400	2,400	2,600	2,600
2205406-530840	MEDICAL VACCINATION	-	500	250	500	500
<b>PROF &amp; TECH SERVICES</b>		<b>3,460</b>	<b>2,900</b>	<b>2,650</b>	<b>3,100</b>	<b>3,100</b>
2205406-540200	VEHICLE REPAIR	17,210	3,000	9,026	6,000	6,000
2205406-540280	MISC CONTRACT SERVICES	-	2,000	1,000	2,000	2,000
2205406-540310	UNIFORM RENTAL/SERVICES	1,834	2,600	2,400	2,600	2,600
2205406-540330	OTHER RENTAL	1,775	2,000	2,000	2,000	2,000
2205406-540500	RADIO MAINTENANCE	-	300	300	300	300
2205406-540510	OUTSIDE METER REPAIR	-	800	800	800	800
2205406-540550	MAINTENANCE SERVICES	9,779	233,200	233,200	212,200	212,200
<b>PROPERTY SERVICES</b>		<b>30,598</b>	<b>243,900</b>	<b>248,726</b>	<b>225,900</b>	<b>225,900</b>
2205406-550030	TRAVEL & EXPENSES	2,267	600	600	600	600
2205406-550250	UTILITIES (PSO)	2,866	1,300	9,100	10,000	10,000
2205406-550360	PRINTING SERVICES	401	500	250	500	500
2205406-550540	OUTSIDE DATA SERVICES	8,636	5,300	9,700	6,300	6,300
<b>OTHER SERVICES</b>		<b>14,171</b>	<b>7,700</b>	<b>19,650</b>	<b>17,400</b>	<b>17,400</b>
2205406-560030	OFFICE SUPPLIES	925	1,400	800	1,000	1,000
2205406-560100	UNIFORMS	5,310	6,000	6,000	6,000	6,000
2205406-560190	TIRES & TUBES	3,006	2,800	3,050	3,100	3,100
2205406-560200	VEHICLE REPAIR PARTS	10,318	5,400	5,700	5,400	5,400
2205406-560210	FUEL & LUBRICANTS	24,115	22,300	22,300	22,300	22,300
2205406-560230	MATERIAL & SUPPLIES	18,452	19,000	17,000	19,000	19,000
2205406-560240	OTHER EQUIPMENT	6,366	9,600	9,600	8,000	8,000
2205406-560280	BOOKS, MAGS, & SUBSCRIPT	-	500	250	500	500
2205406-560380	METER & SER CONNECT PARTS	632,342	575,000	625,800	630,000	630,000
2205406-560500	RADIO MAINTENANCE	-	300	300	300	300
<b>MATERIAL &amp; SUPPLIES</b>		<b>700,834</b>	<b>642,300</b>	<b>690,800</b>	<b>695,600</b>	<b>695,600</b>
<b>METER READING</b>		<b>1,483,802</b>	<b>1,736,073</b>	<b>1,783,012</b>	<b>1,775,620</b>	<b>1,819,510</b>



**CITY OF BROKEN ARROW**  
**BROKEN ARROW MUNICIPAL AUTHORITY**  
**UTILITIES DEPARTMENT**  
**Wastewater Treatment Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205410-510040	REGULAR	560,434	570,804	615,200	633,240	660,470
2205410-510050	VARIABLE PAY PROGRAM	-	3,400	3,400	4,000	4,000
2205410-510110	OVERTIME	69,361	60,000	70,000	60,000	65,000
2205410-510190	INJURY PAY	47	-	500	-	-
<b>SALARIES AND WAGES</b>		<b>629,841</b>	<b>634,204</b>	<b>689,100</b>	<b>697,240</b>	<b>729,470</b>
2205410-520100	LONGEVITY	5,600	6,100	6,000	6,900	7,900
2205410-520210	SOCIAL SECURITY	47,393	48,517	52,716	47,086	55,804
2205410-520220	RETIREMENT	63,551	63,420	68,910	64,374	72,947
2205410-520260	INSURANCE	102,248	116,942	122,410	136,338	143,155
2205410-520410	CELL PHONE ALLOWANCE	960	1,000	960	1,000	1,000
<b>EMPLOYEE BENEFITS</b>		<b>219,752</b>	<b>235,979</b>	<b>250,996</b>	<b>255,698</b>	<b>280,806</b>
<b>PERSONNEL SERVICES</b>		<b>849,593</b>	<b>870,183</b>	<b>940,096</b>	<b>952,938</b>	<b>1,010,276</b>
2205410-530110	REG. FEES & CERTIFICATION	7,789	9,000	10,000	9,000	9,000
2205410-530340	LAB SERVICES	76,325	72,300	66,700	69,500	72,000
2205410-530750	DEQ FEES	19,678	40,000	35,000	40,000	40,000
2205410-530840	MEDICAL VACCINATION	-	1,000	-	1,000	-
2205410-530850	MEMBERSHIP DUES	235	1,200	700	1,200	1,500
2205410-530870	PROFESSIONAL SERVICES	21,707	17,000	10,000	17,000	17,000
<b>PROF &amp; TECH SERVICES</b>		<b>125,733</b>	<b>140,500</b>	<b>122,400</b>	<b>137,700</b>	<b>139,500</b>
2205410-540070	BUILDING MAINTENANCE	11,295	10,000	16,500	15,000	15,000
2205410-540200	VEHICLE REPAIR	13,751	8,000	21,000	10,000	10,000
2205410-540280	MISC CONTRACT SERVICES	22,247	12,000	112,300	35,000	35,000
2205410-540290	OTHER EQUIPMENT REPAIR	20,715	10,000	10,000	13,000	15,000
2205410-540300	CONTRACT LANDFILL SERVICE	344,654	290,000	285,000	290,000	300,000
2205410-540310	UNIFORM RENTAL/SERVICES	1,589	1,800	1,800	1,800	2,000
2205410-540320	EQUIPMENT RENTAL	79,813	10,000	79,000	20,000	20,000
2205410-540330	OTHER RENTAL	3,439	3,000	4,400	5,000	5,000
2205410-540450	RMUA CONTRACT SERVICES	1,518,820	1,800,000	1,400,000	2,000,000	2,300,000
2205410-540550	MAINTENANCE SERVICES	5,577	33,000	12,000	10,000	10,000
<b>PROPERTY SERVICES</b>		<b>2,021,900</b>	<b>2,177,800</b>	<b>1,942,000</b>	<b>2,399,800</b>	<b>2,712,000</b>
2205410-550030	TRAVEL & EXPENSES	7,368	12,000	9,300	12,000	12,000
2205410-550220	TELEPHONE	8,615	6,500	6,200	6,500	6,500
2205410-550230	OTHER UTILITIES	-	2,500	2,500	2,500	2,500
2205410-550240	UTILITIES (ONG)	3,740	10,000	4,000	6,000	6,000
2205410-550250	UTILITIES (PSO)	483,661	450,000	480,000	490,000	500,000
2205410-550360	PRINTING SERVICES	238	500	500	500	500
2205410-550390	POSTAGE	942	500	500	500	500
2205410-550540	OUTSIDE DATA SERVICES	1,954	2,800	2,600	2,600	2,800
<b>OTHER SERVICES</b>		<b>506,518</b>	<b>484,800</b>	<b>505,600</b>	<b>520,600</b>	<b>530,800</b>
2205410-560030	OFFICE SUPPLIES	838	1,500	1,300	1,500	1,500
2205410-560100	UNIFORMS	2,172	2,500	2,100	2,500	2,500
2205410-560180	BLDG MATERIAL & SUPPLIES	5,558	5,500	4,600	16,000	6,000
2205410-560190	TIRES & TUBES	11,658	7,500	16,700	15,000	15,000
2205410-560200	VEHICLE REPAIR PARTS	19,214	7,500	21,000	10,000	10,000
2205410-560210	FUEL & LUBRICANTS	31,665	28,000	25,700	28,000	30,000
2205410-560230	MATERIAL & SUPPLIES	43,940	30,000	42,000	40,000	40,000
2205410-560240	OTHER EQUIPMENT	31,393	12,000	18,000	45,000	40,000
2205410-560270	CONCRETE & AGGREGATE	979	2,000	2,000	2,000	2,000
2205410-560300	JANITORIAL SUPPLIES	-	500	375	500	500
2205410-560310	OTHER EQUIP PARTS/MAINT	2,889	15,000	8,700	15,000	15,000
2205410-560340	CHEMICAL & LAB SUPPLIES	218,502	250,000	225,000	210,000	200,000
2205410-560410	PUMP & LIFT STATAION SUPPLIES	-	-	-	-	-
2205410-560450	REPAIRS & REPLACEMENTS	83,033	90,000	89,000	110,000	110,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>451,843</b>	<b>452,000</b>	<b>456,475</b>	<b>495,500</b>	<b>472,500</b>
<b>WASTEWATER TREATMENT</b>		<b>3,955,587</b>	<b>4,125,283</b>	<b>3,966,571</b>	<b>4,506,538</b>	<b>4,865,076</b>



**CITY OF BROKEN ARROW  
BROKEN ARROW MUNICIPAL AUTHORITY  
UTILITIES DEPARTMENT  
Sewer**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
2205415-510040	REGULAR	800,066	880,328	873,500	891,083	929,400
2205415-510050	VARIABLE PAY PROGRAM	-	2,000	1,000	2,000	2,000
2205415-510110	OVERTIME	125,508	103,000	136,000	136,000	136,000
2205415-510190	INJURY PAY	6,692	-	1,000	-	-
<b>SALARIES AND WAGES</b>		<b>932,266</b>	<b>985,328</b>	<b>1,011,500</b>	<b>1,029,083</b>	<b>1,067,400</b>
2205415-520100	LONGEVITY	13,000	15,000	14,100	15,200	15,900
2205415-520120	EDUCATION/PERFORMANCE	1,053	-	3,380	3,120	3,380
2205415-520210	SOCIAL SECURITY	69,350	75,378	77,380	64,887	81,656
2205415-520220	RETIREMENT	94,608	98,533	101,150	91,228	106,740
2205415-520260	INSURANCE	217,365	278,661	254,266	284,079	298,283
2205415-520410	CELL PHONE ALLOWANCE	2,880	2,900	2,880	2,880	2,900
<b>EMPLOYEE BENEFITS</b>		<b>398,255</b>	<b>470,471</b>	<b>453,155</b>	<b>461,394</b>	<b>508,859</b>
<b>PERSONNEL SERVICES</b>		<b>1,330,521</b>	<b>1,455,799</b>	<b>1,464,655</b>	<b>1,490,477</b>	<b>1,576,259</b>
2205415-530110	REG. FEES & CERTIFICATION	7,707	9,000	9,000	9,200	9,200
2205415-530340	LAB SERVICES	-	1,000	1,000	1,000	1,000
2205415-530840	MEDICAL VACCINATION	-	1,000	1,000	1,000	1,000
2205415-530850	MEMBERSHIP DUES	-	300	255	300	300
2205415-530870	PROFESSIONAL SERVICES	9,781	12,500	12,500	12,500	12,500
<b>PROF &amp; TECH SERVICES</b>		<b>17,487</b>	<b>23,800</b>	<b>23,755</b>	<b>24,000</b>	<b>24,000</b>
2205415-540070	BUILDING MAINTENANCE	3,084	3,500	2,350	3,500	3,500
2205415-540200	VEHICLE REPAIR	43,283	50,700	69,500	53,600	53,600
2205415-540280	MISC CONTRACT SERVICES	412,977	555,300	717,608	685,300	685,300
2205415-540290	OTHER EQUIPMENT REPAIR	40,565	20,000	17,000	20,000	20,000
2205415-540310	UNIFORM RENTAL/SERVICES	3,744	5,000	4,250	5,000	5,000
2205415-540320	EQUIPMENT RENTAL	117,890	25,000	21,900	25,000	25,000
2205415-540460	COLLECTION SYSTEM MONITORING	-	250,000	200,000	150,000	150,000
2205415-540500	RADIO MAINTENANCE	666	300	300	300	300
2205415-540550	MAINTENANCE SERVICES	27,945	45,200	45,200	45,700	45,700
<b>PROPERTY SERVICES</b>		<b>650,153</b>	<b>955,000</b>	<b>1,078,108</b>	<b>988,400</b>	<b>988,400</b>
2205415-550030	TRAVEL & EXPENSES	171	2,000	2,000	2,000	2,000
2205415-550220	TELEPHONE	1,861	2,200	3,400	3,400	3,400
2205415-550230	OTHER UTILITIES	871	800	800	1,500	1,500
2205415-550240	UTILITIES (ONG)	11,377	10,800	11,750	11,800	11,800
2205415-550250	UTILITIES (PSO)	181,747	216,200	179,000	216,200	216,200
2205415-550360	PRINTING	197	500	300	500	500
2205415-550540	OUTSIDE DATA SERVICES	16,339	23,100	31,700	23,100	23,100
2205415-550840	PILOT	1,344,992	1,415,181	1,415,181	1,647,994	1,680,954
<b>OTHER SERVICES &amp; CHARGES</b>		<b>1,557,554</b>	<b>1,670,781</b>	<b>1,644,131</b>	<b>1,906,494</b>	<b>1,939,454</b>
2205415-560030	OFFICE SUPPLIES	1,455	1,200	600	600	600
2205415-560100	UNIFORMS	9,681	10,400	9,000	11,600	11,600
2205415-560190	TIRES & TUBES	1,807	7,000	6,000	7,000	7,000
2205415-560200	VEHICLE REPAIR PARTS	10,765	22,000	23,350	23,600	23,600
2205415-560210	FUEL & LUBRICANTS	36,250	35,400	31,200	35,400	35,400
2205415-560230	MATERIAL & LAB SUPPLIES	26,347	19,600	26,800	30,000	30,000
2205415-560240	OTHER EQUIPMENT	30,584	35,200	68,700	30,100	30,100
2205415-560270	CONCRETE & AGGREGATE	15,584	25,000	25,000	25,000	25,000
2205415-560310	OTHER EQUIP PARTS/MAINT	833	3,000	2,000	3,000	3,000
2205415-560340	CHEMICAL & LAB SUPPLIES	826	5,400	11,000	11,000	11,000
2205415-560400	WATER/SEWER MAIN REPAIR PARTS	30,190	42,000	52,000	52,000	52,000
2205415-560410	PUMP & LIFT STATION SUPPLIES	138,125	192,000	160,000	160,000	160,000
2205415-560500	RADIO MAINTENANCE	-	400	400	400	400
2205415-560800	ASPHALT & AGGREGATE	2,947	2,000	2,000	2,000	2,000
<b>MATERIALS &amp; SUPPLIES</b>		<b>305,393</b>	<b>400,600</b>	<b>418,050</b>	<b>391,700</b>	<b>391,700</b>
<b>SEWER</b>		<b>3,861,108</b>	<b>4,505,980</b>	<b>4,628,699</b>	<b>4,801,071</b>	<b>4,919,813</b>
<b>UTILITIES</b>		<b>21,686,726</b>	<b>24,970,010</b>	<b>25,194,258</b>	<b>27,025,998</b>	<b>28,154,018</b>



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

	PROJECT NUMBER	FISCAL YEAR 2026	FISCAL YEAR 2027
<b>2025 CARRYOVER PROJECTS</b>			
<b>GENERAL GOVERNMENT(1700)</b>			
<b>2201700-570150-CONSTRUCTION</b>			
CITY MAINTENANCE FACILITY RENOVATION	2217090	8,872	
<b>OPERATIONS (5100)</b>			
<b>2205100-570150-CONSTRUCTION</b>			
GAZEBO - OPERATIONS DEPT	2551040	65,000	
<b>FLEET MAINTENANCE (5120)</b>			
<b>2205120-570160-DESIGN</b>			
FLEET BUILDING HEATING SYSTEM	2551130	57,600	
<b>ENGINEERING STORMWATER (5210)</b>			
<b>2205210-570150-CONSTRUCTION</b>			
OFFICE REMODEL	2552110	10,000	
<b>UTILITY CONSTRUCTION (5403)</b>			
<b>2205403-570150-CONSTRUCTION</b>			
ENCLOSED STORAGE FACILITY	2554290	148,000	
<b>TOTAL UTILITY CONSTRUCTION</b>		<b>148,000</b>	<b>-</b>
<b>WATERPLANT (5405)</b>			
<b>2205405-570040-OTHER EQUIPMENT</b>			
MEMBRANE SYSTEM - RAW WATER PUMP ADDITIONS	2454140	330,446	
PLANT SCADA SYSTEM HARDWARE	2554340	200,000	
TULSA AND RWD4 REMOTE VALVES AND CONNECTIONS	2554350	30,000	
<b>2205405-570150-CONSTRUCTION</b>			
SLUDGE DRYING BED IMPROVEMENTS	2554360	33,300	
<b>2205405-570170-MISC CAPITAL OUTLAY</b>			
SLUDGE TRANSPORT CONVEYORS	2554750	42,500	
<b>TOTAL WATERPLANT</b>		<b>636,246</b>	<b>-</b>
<b>WASTEWATER TREATMENT (5410)</b>			
<b>2205410-570150-CONSTRUCTION</b>			
TINKER PUMPS	2554450	31,000	
<b>TOTAL WASTEWATER TREATMENT</b>		<b>31,000</b>	<b>-</b>
<b>SEWER (5415)</b>			
<b>2205415-570040-OTHER EQUIPMENT</b>			
VFD FOR OLD ADAMS CREEK LIFT STATION	2554530	100,000	
<b>2205415-570150-CONSTRUCTION</b>			
COUNTRY CLUB LIFT STATION BUILDING	2554580	94,071	
<b>TOTAL SEWER</b>		<b>194,071</b>	<b>-</b>
<b>2026 PROJECTS</b>			
<b>GENERAL GOVERNMENT (1700)</b>			
<b>2201700-570150-CONSTRUCTION</b>			
EMERGENCY ROOF REPAIR FUND FOR BAMA FACILITIES		30,000	
<b>TOTAL GENERAL GOVERNMENT</b>		<b>30,000</b>	<b>-</b>



**SOLID WASTE AND RECYCLING (5010)****2205010-570020-VEHICLES**

2025 CHEVY TAHOE 4X4-ADDITION VEHICLE  
 2 FRONT LOAD WASTE COLLECTION VEHICLE  
**TOTAL VEHICLES**

75,000	840,000
<b>75,000</b>	<b>840,000</b>

**2205010-570170-MISC CAPITAL OUTLAY**

PAYMENT OF SIDELOADERS-YEAR 2

40K CONTAINERS-GREENWASTE

52 2CYB BINS

36 3CYB BINS

20 4CYB BINS

14 6CYB BINS

FREIGHT FOR 4 LOADS

LAND ACQUISITION

TOMMY GATE FOR FLAT BED

**TOTAL MISC CAPITAL OUTLAY**

1,100,000	2,800,000
	25,948
	20,484
	12,620
	11,788
5,348	
-	750,000
15,000	
<b>1,120,348</b>	<b>3,620,840</b>

**TOTAL SANITATION**

<b>1,195,348</b>	<b>4,460,840</b>
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**OPERATIONS (5100)****2205100-570150-CONSTRUCTION**

PAVEMENT REPAIR & UPGRADE @ GENERAL SERVICES YARD

STARK BUILDING IMPROVEMENTS

DESIGN & CONSTRUCTION FOR GENERAL SERVICES FACILITY

HVAC UNIT LIFE CYCLE REPLACEMENT @ OPS BUILDING

**TOTAL CONSTRUCTION**

80,000	
18,000	
350,000	
288,000	
<b>736,000</b>	<b>-</b>

**2205100-570170-MISC CAPITAL OUTLAY**

PAVEMENT REPAIR & UPGRADE @ GENERAL SERVICES YARD

**TOTAL MISC CAPITAL OUTLAY**

<b>80,000</b>	<b>-</b>
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**TOTAL OPERATION**

<b>816,000</b>	<b>-</b>
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**BUILDING MAINTENANCE (5115)****2205115-570170-MISC CAPITAL OUTLAY**

SHELVING & OFFICE FURNITURE

CONSTRUCTION JOB BOX WITH EQUIPMENT

**TOTAL MISC CAPITAL OUTLAY**

38,000	
15,000	
<b>53,000</b>	<b>-</b>
<b>53,000</b>	<b>-</b>

**TOTAL BUILDING MAINTENANCE**

<b>53,000</b>	<b>-</b>
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**FLEET (5120)****2205120-570020-MOTOR VEHICLES**

UTILITY VEHICLE

**TOTAL MOTOR VEHICLES**

18,000	
<b>18,000</b>	<b>-</b>



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

<b>2205120-570040-OTHER EQUIPMENT</b>		
FABRICATION & WELDING TABLE	15,000	
<b>TOTAL OTHER EQUIPMENT</b>	<b>15,000</b>	-
<b>2205120-570150-PROPERTY/CONSTRUCTION</b>		
FLEET OFFICE ROOF REPLACEMENT	65,000	
FACILITY REMODEL & IMPROVEMENTS @ FLEET FACILITY	220,000	
<b>TOTAL PROPERTY/CONSTRUCTION</b>	<b>285,000</b>	-
<b>2205120-570170-MISC CAPITAL OUTLAY</b>		
FANS FOR FLEET SHOP	16,000	
POWERED FLOOR SCRUBBER	17,000	
<b>TOTAL MISC CAPITAL OUTLAY</b>	<b>33,000</b>	-
<b>2205120-570180-COMMUNICATION EQUIPMENT</b>		
REPLACEMENT OF HANDHELD RADIOS	12,000	
<b>TOTAL COMMUNICATION EQUIPMENT</b>	<b>12,000</b>	-
<b>TOTAL FLEET</b>	<b>363,000</b>	-
<b>PURCHASING (5130)</b>		
<b>2205130-570170-MISC CAPITAL OUTLAY</b>		
FUEL SYSTEM UPGRADES & REPAIRS	38,000	
OFFICE FURNITURE	25,000	
<b>TOTAL MISC CAPITAL OUTLAY</b>	<b>63,000</b>	-
<b>TOTAL PURCHASING</b>	<b>63,000</b>	-
<b>CONSTRUCTION (5200)</b>		
<b>2205200-570020-MOTOR VEHICLES</b>		
FORD F150 CREW CAB 4X4	65,000	
<b>TOTAL MOTOR VEHICLES</b>	<b>65,000</b>	-
<b>TOTAL CONSTRUCTION</b>	<b>65,000</b>	-
<b>ENGINEERING (5205)</b>		
<b>2205205-570160-ENGINEERING</b>		
BUILDOUT OF ADDITIONAL OFFICES IN OPS BUILDING	50,000	
<b>TOTAL ENGINEERING</b>	<b>50,000</b>	-
<b>TOTAL ENGINEERING</b>	<b>50,000</b>	-
<b>ENGINEERING STORMWATER (5210)</b>		
<b>2205210-570020-MOTOR VEHICLES</b>		
FORD EXPLORER	52,000	
OFFICE REMODEL	10,000	
	<b>62,000</b>	-
<b>TOTAL ENGINEERING STORMWATER</b>	<b>62,000</b>	-
<b>TOTAL ENGINEERING &amp; CONSTRUCTION</b>	<b>177,000</b>	-

2552110



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

**STORMWATER (5305)**

**2205305-570020-MOTOR VEHICLES**

3/4 TON CREW CAB TRUCK	61,000	
1 TON SERVICE TRUCK (DIESEL)	150,000	
1 TON PICKUP		75,000
UTILITY SERVICE TRUCK		200,000
3/4 TON CREW CAB TRUCK		61,000
3/4 TON CREW CAB TRUCK		61,000
<b>TOTAL MOTOR VEHICLES</b>	<b>211,000</b>	<b>397,000</b>

**2205305-570030-MACHINERY**

FLAIL MOWER AND TRACTOR	150,000	
ZERO TURN MOWER	19,000	
EXCAVATOR -REPLACE 1688	330,000	
ROTARY BRUSH CUTTER ATTACHMENT FOR SKID STEER TRAILER	20,000	
	10,000	
2 ZERO TURN MOWER	38,000	
ZERO TURN MOWER - REPLACEMENT	19,000	
DRUM MULCHER ATTACHMENT	25,000	
GRAPPLE TRUCK WITH DUMP BED		330,000
MIN I EXCAVATOR		100,000
TRAILER		10,000
SKID STEER LOADER		100,000
TRACTOR		150,000
TRACTOR WITH BOOM MOWER		250,000
HEAVY TRAILERS		40,000
<b>TOTAL MACHINERY</b>	<b>611,000</b>	<b>980,000</b>

**TOTAL STORMWATER**

**822,000      1,377,000**

**WATER DISTRIBUTION (5400)**

**2205400-570020-MOTOR VEHICLES**

BOBTAIL DUMP TRUCK - FOR RESTORATION	150,000	
2 TON WORK TRUCK W/UTILITY BED AND HYDRAULIC POWER	127,000	
FORD EXPEDITION 4WD - FOR NEW LINE LOCATOR POSTION	65,000	
VALVE TRUCK		150,000
<b>TOTAL MOTOR VEHICLES</b>	<b>342,000</b>	<b>150,000</b>

**2205400-570030-PROPERTY MACHINERY**

EXCAVATOR W/ATTACHMENTS	120,000	
JACKHAMMER ATTACHMENT FOR CASE BACKHOE	30,000	
SKID STEER W/BROOM ATTACHMENT	92,500	
BORE MACHINE		200,000
BACKHOE		95,000
<b>TOTAL PROPERTY MACHINERY</b>	<b>242,500</b>	<b>295,000</b>

**2205400-570040-OTHER EQUIPMENT**

METROTECH/CICAX LINE LOCATOR	10,000	
MESSAGE BOARD	18,000	
GROUND PENETRATING RADAR EQUIPMENT	24,000	
INSERTION VALVE EQUIPMENT	-	130,000
<b>TOTAL OTHER EQUIPMENT</b>	<b>52,000</b>	<b>130,000</b>

**2205400-570150-CONSTRUCTION**

NEW FACILITIES BUILDOUT	50,000	
<b>TOTAL CONSTRUCTION</b>	<b>50,000</b>	<b>-</b>

**TOTAL WATER DISTRIBUTION**

**686,500      575,000**



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

**ADMINISTRATION (5401)**

**2205401-570170-MISC CAPITAL OUTLAY**

UNIDENTIFIED CONSTRUCTION PROJECTS

UNIDENTIFIED CONSTRUCTION PROJECTS

**TOTAL MISC CAPITAL OUTLAY**

TOTAL ADMINISTRATION

**UTILITY CONSTRUCTION (5403)**

**2205403-570020-MOTOR VEHICLES**

2 TON WORK TRUCK W/UTILITY BED AND HYDRAULIC POWER

FULL SIZE DUMP TRUCK

**TOTAL MOTOR VEHICLES**

**2205403-570030-PROPERTY MACHINERY**

MINI EXCAVATOR WITH 3 BUCKETS AND JACKHAMMER

SKID STEER W/ATTACHMENTS

HYDRO VAC TRAILER

D3 DOZER W/LOW GROUND PRESSURE TRACKS

**TOTAL PROPERTY MACHINERY**

**2205403-570040-OTHER EQUIPMENT**

20-24 FOOT TRAILER

GOOSENECK TRAILER

**TOTAL OTHER EQUIPMENT**

**2205403-570150-PREPROPERTY/CONSTRUCTION**

ENCLOSED STORAGE FACILITY

BLUFF LANDING ROAD WATER MAIN

**TOTAL PROPERTY/CONSTRUCTION**

**TOTAL UTILITY CONSTRUCTION**

**WATER RESOURCES (5404)**

**2205404-570020-MOTOR VEHICLES**

EXTENDED CAB TRUCK WITH TOOL BOX

**TOTAL MOTOR VEHICLES**

**2205404-570040-OTHER EQUIPMENT**

FIELD INSTRUMENTATION

WATER SAMPLE STATION REPLACEMENT/REHAB

WATER SAMPLE STATION REPLACEMENT/REHAB

**TOTAL OTHER EQUIPMENT**

**2205404-570150-CONSTRUCTION**

LAB BUILDOUT AT ADMIN BUILDING

**TOTAL CONSTRUCTION**

**TOTAL WATER RESOURCES**

**WATERPLANT (5405)**

**2205405-570020-MOTOR VEHICLES**

1/2 TON CREW CAB 4X4 TRUCK

**TOTAL MOTOR VEHICLES**

**2205405-570040-OTHER EQUIPMENT**

INTERCONNECTION COMMUNICATION UPGRADES

**TOTAL OTHER EQUIPMENT**

**2205405-570150-CONSTRUCTION**

REPAIRS AND RECOATING OF CHEMICAL CONTAINMENT AREAS

FIBER CONNECTION FROM RAW WATER PUMP STATION

PLANT FACILITIES PAINTING

ROOF REPLACEMENT FOR OLD ADMIN BUILDING

**TOTAL CONSTRUCTION**

100,000	
	100,000
<b>100,000</b>	<b>100,000</b>
<b>100,000</b>	<b>100,000</b>
127,000	
	225,000
<b>127,000</b>	<b>225,000</b>
120,000	
92,500	
125,000	
	200,000
<b>337,500</b>	<b>200,000</b>
25,000	
28,000	
<b>53,000</b>	<b>-</b>
150,000	
100,000	
<b>250,000</b>	<b>-</b>
<b>767,500</b>	<b>425,000</b>
55,000	
<b>55,000</b>	<b>-</b>
25,000	
50,000	
	50,000
<b>75,000</b>	<b>50,000</b>
40,000	
<b>40,000</b>	<b>-</b>
<b>170,000</b>	<b>50,000</b>
55,000	
<b>55,000</b>	<b>-</b>
100,000	
<b>100,000</b>	<b>-</b>
150,000	
100,000	
-	40,000
140,000	
<b>390,000</b>	<b>40,000</b>



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

**2205405-570170-MISC CAPITAL OUTLAY**

SCADA SYSTEM AND SERVER UPGRADES	150,000	
MAINTENANCE BUILDING IMPROVEMENTS	60,000	
MISC CAPITAL EQUIPMENT REPLACEMENT	50,000	
MISC CAPITAL EQUIPMENT REPLACEMENT		50,000
<b>TOTAL MISC CAPITAL OUTLAY</b>	<b>260,000</b>	<b>50,000</b>
<b>TOTAL WATER PLANT</b>	<b>805,000</b>	<b>90,000</b>

**METER READERS (5406)**

**2205406-570020-MOTOR VEHICLES**

1/2 TON 4WD EXTENDED CAB PICKUP TRUCK	52,000	
1/2 TON CREW CAB 4X4 TRUCK W/ACCESSORIES		55,000
<b>TOTAL MOTOR VEHICLES</b>	<b>52,000</b>	<b>55,000</b>

**2205406-570040-OTHER EQUIPMENT**

ARROW GOLD GNSS RECEIVER	10,000	
VAC-TRAILER 300 GALLON 37HP	50,000	
<b>TOTAL OTHER EQUIPMENT</b>	<b>60,000</b>	<b>-</b>

**TOTAL METER READERS**

<b>112,000</b>	<b>55,000</b>
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**WASTEWATER TREATMENT(5410)**

**2205410-570020-MOTOR VEHICLES**

1 TON SINGLE CAB PICKUP W/FLATBED	105,000	
<b>TOTAL MOTOR VEHICLES</b>	<b>105,000</b>	<b>-</b>

**2205410-570030-PROPERTY MACHINERY**

FINSCREEN REPAIR	65,000	65,000
<b>TOTAL PROPERTY MACHINERY</b>	<b>65,000</b>	<b>65,000</b>

**2205410-570040-OTHER EQUIPMENT**

TRAILER	35,000	
PORTABLE CONVEYORS	80,000	
<b>TOTAL OTHER EQUIPMENT</b>	<b>115,000</b>	<b>-</b>

**2205410-570150-CONSTRUCTION**

<b>TOTAL CONSTRUCTION</b>	<b>-</b>	<b>-</b>
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**2205410-570170-MISC CAPITAL OUTLAY**

RMUA CAPITAL OUTLAY	350,000	
RELOCATE HC BELT PRESS TO LYNN LANE WRF	-	75,000
<b>TOTAL MISC CAPITAL OUTLAY</b>	<b>350,000</b>	<b>75,000</b>

**TOTAL WASTEWATER TREATMENT**

<b>635,000</b>	<b>140,000</b>
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**SEWER (5415)**

**2205415-570020-MOTOR VEHICLES**

JET TRUCK	260,000	
3/4 TON CREW CAB 4X4 W/STANDARD SERVICE BODY	85,000	
1/2 TON CREW CAB 4X4	52,000	
<b>TOTAL MOTOR VEHICLES</b>	<b>397,000</b>	<b>-</b>

**2205415-570030-MACHINERY**

MINI EXCAVATOR 35 SERIES W/EXTEND ARM AND HAMMER	90,500	
<b>TOTAL MACHINERY</b>	<b>90,500</b>	<b>-</b>



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

**2205415-570040-OTHER EQUIPMENT**

SL RAT SEWER INSPECTION TOOL	33,000	
LIFT STATION CONTROLS UPGRADES	30,000	
ADAMS CREEK NW LIFT STATION MECHANICAL SCREEN	125,000	
PINALTO LIFT STATION REHAB	-	70,000
DRESSER RAND LIFT STATION REHAB		70,000
<b>TOTAL OTHER EQUIPMENT</b>	<b>188,000</b>	<b>140,000</b>

**2205415-570150-PROPERTY/CONSTRUCTION**

ACE LIFT STATION IMPROVEMENTS	39,000	
LIFT STATION LIGHTING PROJECT	25,000	
<b>TOTAL PROPERTY/CONSTRUCTION</b>	<b>64,000</b>	<b>-</b>

**2205415-570170-MISC CAPITAL OUTLAY**

BUILD OUT & FACILITY REPAIRS @ NEW FIELD OPERATIONS SITE	30,000	
<b>TOTAL MISC CAPITAL OUTLAY</b>	<b>30,000</b>	<b>-</b>

**2205415-570180-COMMUNICATION EQUIPMENT**

SCADA PANELS FOR NEW STATIONS OR UPGRADES	45,000	
REMOTE SCADA MONITORING	10,000	
<b>TOTAL COMMUNICATION EQUIPMENT</b>	<b>55,000</b>	<b>-</b>

**TOTAL SEWER**

<b>824,500</b>	<b>140,000</b>
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**TOTAL UTILITIES**

<b>4,100,500</b>	<b>1,575,000</b>
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**TOTAL CAPITAL**

<b>8,629,165</b>	<b>7,412,840</b>
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**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

<b>LOAN PROJECTS: WATER R &amp; C (5400)</b>	<b>PROJECT NUMBER</b>	<b>FISCAL YEAR 2026</b>
<b>2017A OWRB FAP LOAN</b>		
FLORENCE & HAIKEY CREEK SEWER & WATERLINE REHAB-CONSTRUCTION	WL23050	663,233
FLORENCE & HAIKEY CREEK SEWER & WATERLINE REHAB-ENGINEERING	WL23050	12,700
<b>2017B OWRB FAP LOAN</b>		
BIXBY 2-WAY EMERGENCY WATERLINE CONNECTION-ENGINEERING	WL23060	943
WAGONER COUNTY RWD#4 2-WAY EMERGENCY WATERLINE-ENGINEERING	WL23070	955
<b>2020B OWRB FAP LOAN</b>		
COUNTY LINE TRUNK SEWER PHASE 2 - ENGINEERING	2154250	247,712
WTP - FRP BRINE TANK - CONSTRUCTION	2154350	269,037
SMG OMAHA GST RESTORATION - ENGINEERING	2154370	197,375
NEW PUMP STATION/WATERLINE - CONSTRUCTION	WL22020	26,000
<b>2022 OWRB FAP LOAN</b>		
OLD TOWN DISTRIBUTION IMPROVEMENTS	2254400	255,305
12" JASPER ST WATER LINE - CONSTRUCTION	2254430	48,167
ADVANCED METER INFRASTRUCTURE - ENGINEERING	2254450	162,419
PFAS STUDY-ENGINEERING	2554730	228
12" OMAHA ST WATER LINE - CONSTRUCTION	WL22010	995,161
NEW PUMP STATION/WATERLINE - ENGINEERING	WL22020	76,125
<b>2024A OWRB FAP LOAN</b>		
ELEVATED STORAGE TANK-ROW	165424	19,004
ELEVATED STORAGE TANK-CONSTRUCTION	165424	656,175
HAIKEY CREEK PLANT COMPOSTING-CONSTRUCTION	HC21020	1,076,292
MELINDA PARK-CONSTRUCTION	S.23030	1,781,036
FLORENCE & HAIKEY CREEK SEWER & WATERLINE REHAB-CONSTRUCTION	WL23050	499,954
<b>2024B OWRB FAP LOAN</b>		
VRWTP ADDITIONAL BRINE TANK-CONSTRUCTION	2154350	780,000
2MG WATER TANK RESTORATION TIGER HILL-CONSTRUCTION	2454460	105,947
WATER SYSTEM MASTER PLAN	2554620	151,654
RWD4 INTERCONNECTION-CONSTRUCTION	2554660	440,000
VRWTP RAW WATER PUMPS 4 & 5-ENGINEERING	2554670	50,000
BATTLE CREEK TANK REPLACEMENT-ENGINEERING	2554680	11,856
HAIKEY CREEK PLANT-COMPOSTING FACILITY-CONSTRUCTION	HC25010	2,592,750
HAIKEY CREEK PLANT-OXIDATION DITCH DEMOLITION-CONSTRUCTION	HC25020	220,000
ELM CREEK TRUNK SEWER-ROW	S.22010	100,000
COUNTY LINE TRUNK SEWER MANHOLE REPLACEMENT-CONSTRUCTION	S.22060	889,291
OAK CREST SEWER IMPROVEMENTS-CONSTRUCTION	S.23070	13,805
CAMBRIDGE LIFT STATION & PARK LANE LIFT STATION REHAB-CONSTRUCTION	S.24030	1,724,170
ASPEN CREEK TRUNK SEWER-ENGINEERING	S.25020	300,000
COVINGTON CREEK SEWER IMPROVEMENTS-ENGINEERING	S.25040	110,000
LYNN LANE TRUNK SEWER IMPROVEMENTS PHASE II-ENGINEERING	S.25050	310,000
OLD TOWN WATERLINES - CONSTRUCTION	WL22030	293,020
BA CREEK TRAIL PHASE II WATERLINE-CONSTRUCTION	WL23040	79,587
BIXBY INTERCONNECT-CONSTRUCTION	WL23060	550,000
24" TRANSMISSION LINE SOUTH LOOP-CONSTRUCTION	WL23080	1,205
OAK CREST WATER LINE REPLACEMENT-CONSTRUCTION	WL25010	40,600
OOWA/GRAND RIVER LINE CONNECTION-ENGINEERING	WL25020	870,000



**BROKEN ARROW MUNICIPAL AUTHORITY  
DEPARTMENTAL CAPITAL OUTLAY  
FISCAL YEARS 2026 & 2027**

	<b>PROJECT NUMBER</b>	<b>FISCAL YEAR 2026</b>
VILLAS ON THE GREEN - CONSTRUCTION	2154290	4,008
RMUA HAIKEY CREEK LIFT STATION PROJECT-CONSTRUCTION	HC23010	290,000
BRADFORD PARK STORMWATER REPAIR-CONSTRUCTION	SW23020	232,495
WESTWIND LS TO GRAVITY - ROW	2154270	16
SOUTH PARK SOUTH TO GRAVITY - ROW	2154280	36,784
SOUTH PARK SOUTH TO GRAVITY - CONSTRUCTION	2154280	219,650
SOUTH PARK SOUTH TO GRAVITY - ENGINEERING	2154280	16,365
WILLOW SPRINGS LS REPLACEMENT - ROW	2154300	27,100
WILLOW SPRINGS LS REPLACEMENT - CONSTRUCTION	2154300	272,450
WILLOW SPRINGS LS REPLACEMENT - ENGINEERING	2154300	11,631
OLD ADAMS CREEK LIFT STATION IMPROVEMENTS - CONSTRUCTION	2154330	12,521
LLWWTP ROOF REPLACEMENT-CONSTRUCTION	2254560	50,418
WAGONER COUNTY TRUNK SEWER LINE-ENGINEERING	S.22020	181,372
ADAMS CREEK BASIN STUDY-ENGINEERING	S.22030	47,759
<b>ORF 21-0028-CWA LOAN</b>		
ADAMS CREEK NW BASIN REHAB - ENGINEERING	2154320	274,760
LLWWTP REHAB OF EAST CLARIFIER-CONSTRUCTION	2254350	118,330
SOUTH PARK SOUTH STATION CONVERSION-CONSTRUCTION	2254360	606,000
HAIKEY CREEK TRUNK SEWER PHASE I-CONSTRUCTION	HC21010	744,725
HCWWTP - PRIMARY CLARIFIERS - ENGINEERING	HC22010	874,000
HCWWTP ANAEROBIC DIGESTERS - ENGINEERING	HC22020	1,475,000
HCWWTP SLUDGE DEWATERING - ENGINEERING	HC22030	258,500
<b>ORF 23-0167-CW LOAN</b>		
COUNTY LINE TRUNK SEWER - FLORENCE-NEW ORLEANS-CONST	2154250	78,357
WILLOW SPRINGS LS RELIEF LINE - CONSTRUCTION	2154300	525,000
OLD ADAMS CREEK-ENGINEERING	2154330	99,985
WASTEWATER MASTER PLAN-ENGINEERING	2554690	197,936
WAGONER COUNTY TRUNK LINE REHAB-CONSTRUCTION	S.22020	558,558
MELINDA PARK-ENGINEERING	S.23030	12,592
OAK CREST ADDITION IMPROVEMENTS - ENGINEERING	S.23070	17,972
ADAMS CREEK NW LS ARMORING - CONSTRUCTION	S.23100	105,000
ADAMS CREEK NW LS ARMORING - ENGINEERING	S.23100	28,480
BENTREE LIFT STATION PROJECT	S.24010	388,762
LL30 & LL33 I&I REDUCTION PROJECT	S.24040	150,200
ADAMS CREEK FORCE MAIN RELOCATION	S.25070	1,432
<b>TOTAL LOAN PROJECTS</b>		<b>24,539,864</b>
<b>CLEAN WATER (CW) LOAN PROGRAM</b>		
HAIKEY CREEK PLANT- COMPOSTING FACILITY		12,000,000
HAIKEY CREEK LIFT STATION		2,000,000
COVINGTON CREEK SEWER IMPROVEMENTS		606,000
HWY 51 SEWER EXTENSION ( BLUE BELL) CONSTRUCTION		2,270,000
ADAMS CREEK NW FORCE MAIN RELOCATIONS		700,000
TURNBERRY LIFT STATION REHABILITATION- DESIGN/CONSTRUCTION		313,000
DRESSER RAND LIFT STATION REHABILITATION -DESIGN/CONSTRUCTION		451,000
WINDSOR LIFT STATION		
EXPANSION/ELIMINATION-DESIGN/CONSTRUCTION		525,000
<b>SAFE DRINKING WATER (SDW) LOAN PROGRAM</b>		
VRWTP FLOW METER MODIFICATIONS		230,000



OOWA/GRAND RIVER LINE CONNECTION – <i>DESIGN/CONSTRUCTION</i>	1,500,000
VRWTP Raw Water Pumps 4 & 5- Construction	615,000
OLD TOWN WATERLINES MISC. – <i>DESIGN/CONSTRUCTION/INSPECTION</i>	1,127,500
OLD TOWN WATERLINE HOUSTON 1 <sup>ST</sup> ST. FROM FT. WORTH TO 9 <sup>TH</sup> ST. – <i>CONSTRUCTION</i>	1,010,000
9 <sup>TH</sup> ST. 12" WATERLINE TURNPIKE TO FLORENCE- <i>DESIGN/PROPERTY ACQUISITION/CONSTRUCTION</i>	595,000
2MG WATER TANK FLOOR RESTORATION (TIGER HILL) – <i>DESIGN/CONSTRUCTION</i>	1,050,000
	<hr/> <b>24,992,500</b> <hr/>
<b>TOTAL LOAN PROJECTS</b>	<hr/> <b>49,532,364</b> <hr/>



## SECTION 4



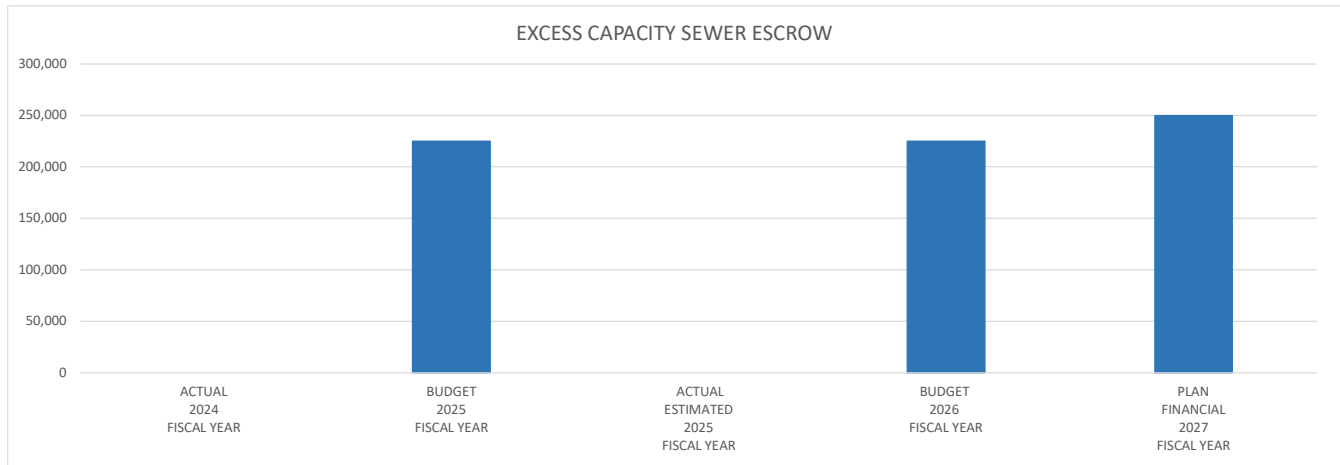
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**EXCESS CAPACITY SEWER ESCROW**  
**FUND 225**

**Description:**

A Special Revenue Fund which accounts for monies received from the development and construction industries. These funds are used to construct excess capacity sewer lines.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
Charges for Services					
Excess Capacity Fees	191,426	175,000	90,000	125,000	135,000
Interest	10,198	6,000	14,800	7,500	5,000
<b>TOTAL REVENUES</b>	<b>201,624</b>	<b>181,000</b>	<b>104,800</b>	<b>132,500</b>	<b>140,000</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Capital Projects	1,842,706	2,044,330	2,044,330	2,149,130	2,056,630
<b>TOTAL SOURCES</b>	<b>2,044,330</b>	<b>2,225,330</b>	<b>2,149,130</b>	<b>2,281,630</b>	<b>2,196,630</b>
<b>EXPENDITURES -</b>					
Capital Projects	-	225,000	-	225,000	250,000
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>225,000</b>	<b>-</b>	<b>225,000</b>	<b>250,000</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Capital Projects	2,044,330	2,000,330	2,149,130	2,056,630	1,946,630
<b>ENDING FUND BALANCE</b>	<b>2,044,330</b>	<b>2,000,330</b>	<b>2,149,130</b>	<b>2,056,630</b>	<b>1,946,630</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
EXCESS CAPACITY SEWER ESCROW  
FUND 225

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>2026 &amp; 2027 PROJECTS:</b>			
2255415-570150 PROPERTY/CONSTRUCTION			
TBD	2525010	225,000	250,000
		<u>225,000</u>	<u>250,000</u>



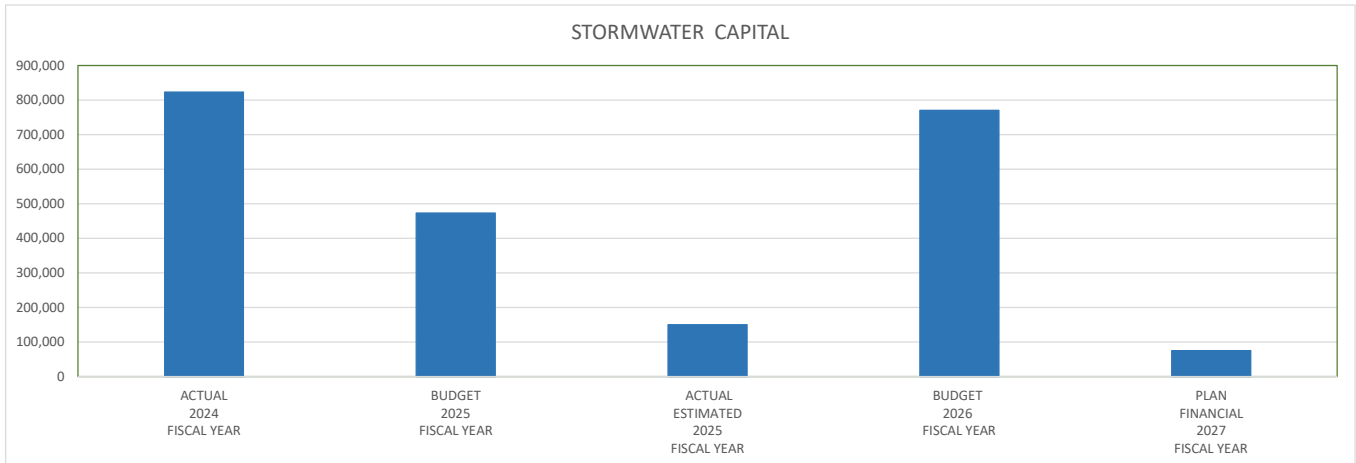
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**STORMWATER CAPITAL**  
**FUND 226**

**Description:**

A Special Revenue Fund to account for funds received in lieu of building a detention facility. These funds will be used for future or ongoing stormwater improvements and regional detention projects.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
Charges for Services					
Development Fees	55,966	1,100,000	625,000	75,000	80,000
Interest	3,968	-			
<b>TOTAL REVENUES</b>	<b>59,934</b>	<b>1,100,000</b>	<b>625,000</b>	<b>75,000</b>	<b>80,000</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Capital Projects	1,278,360	515,598	515,598	990,598	295,405
<b>TOTAL SOURCES</b>	<b>1,338,294</b>	<b>1,615,598</b>	<b>1,140,598</b>	<b>1,065,598</b>	<b>375,405</b>
<b>EXPENDITURES -</b>					
Capital Outlay	822,696	1,142,667	150,000	770,193	75,000
<b>TOTAL EXPENDITURES</b>	<b>822,696</b>	<b>472,931</b>	<b>150,000</b>	<b>770,193</b>	<b>75,000</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Capital Projects	515,598	1,142,667	990,598	295,405	300,405
<b>ENDING FUND BALANCE</b>	<b>515,598</b>	<b>1,142,667</b>	<b>990,598</b>	<b>295,405</b>	<b>300,405</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
STORMWATER CAPITAL  
FUND 226

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>2025 CARRYOVER PROJECTS:</b>			
MADISON AVE STORM SEWER	SW25100	92,693	
CITY OWNED DETENTION FACILITY	SW22010	27,500	
<b>2026 &amp; 2027 PROJECTS:</b>			
HOUSTON ST BETWEEN FT WORTH AND 9TH		450,000	
TBD		200,000	250,000
		<u>770,193</u>	<u>250,000</u>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**VISIT BROKEN ARROW**  
**FUND 227**

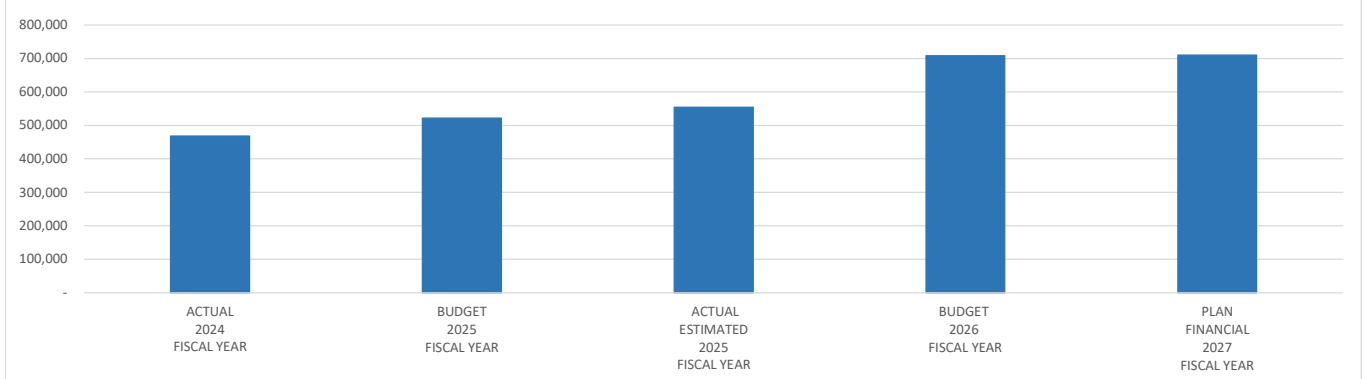
**Description:**

A Special Revenue Fund which accounts for a four (4%) percent tax on hotel/motel room rentals. These funds are to be used to encourage, promote and foster, leisure, culture and tourism in Broken Arrow and is administered by Visit Broken Arrow.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUE -</b>					
TAXES	836,210	910,000	845,000	850,000	875,000
INTEREST	8,735	1,000	17,900	6,500	6,500
MISCELLANEOUS					
<b>TOTAL REVENUES</b>	<b>844,945</b>	<b>911,000</b>	<b>862,900</b>	<b>856,500</b>	<b>881,500</b>
<b>BEGINNING FUND BALANCE</b>	<b>1,703,619</b>	<b>1,805,526</b>	<b>1,805,526</b>	<b>1,813,576</b>	<b>1,661,526</b>
<b>TOTAL SOURCES</b>	<b>2,548,564</b>	<b>2,716,526</b>	<b>2,668,426</b>	<b>2,670,076</b>	<b>2,543,026</b>
<b>EXPENDITURES -</b>					
PROF & TECH SERVICES	205,352	184,300	322,730	325,330	325,330
PROPERTY SERVICES	63,285	76,800	40,620	40,520	40,520
OTHER SERVICES	199,402	260,250	191,500	342,700	343,700
<b>TOTAL EXPENDITURES</b>	<b>468,038</b>	<b>521,350</b>	<b>554,850</b>	<b>708,550</b>	<b>709,550</b>
<b>OTHER FINANCING USES -</b>					
CAPITAL OUTLAY	-	-	45,000	8,487	-
TRANSFER OUT	275,000	300,000	300,000	300,000	300,000
<b>ENDING FUND BALANCE</b>	<b>1,805,526</b>	<b>1,895,176</b>	<b>1,813,576</b>	<b>1,661,526</b>	<b>1,533,476</b>

**CONVENTION & VISITORS BUREAU**





**CITY OF BROKEN ARROW, OKLAHOMA**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**VISIT BA**  
**CAPITAL OUTLAY**  
**FUND 227**

		FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	2027 FINANCIAL PLAN
2271700-530110	REG. FEES & CERTIFICATION	2,086	3,300	4,550	4,550	4,550
2271700-530850	MEMBERSHIP DUES	10,516	6,000	10,450	10,450	10,450
2271700-530870	PROFESSIONAL SERVICES	192,749	175,000	307,730	310,330	310,330
<b>PROF &amp; TECH SERVICES</b>		<b>205,352</b>	<b>184,300</b>	<b>322,730</b>	<b>325,330</b>	<b>325,330</b>
2271700-540070	BUILDING MAINTENANCE	150	2,000	2,000	2,000	2,000
2271700-540280	MISC CONTRACT SERVICES	15,079	45,000	10,000	1,000	1,000
2271700-540330	OTHER RENTAL	21,085	28,000	22,100	31,000	31,000
2271700-540550	MAINTENANCE SERVICES	26,122	1,800	6,520	6,520	6,520
<b>PROPERTY SERVICES</b>		<b>62,435</b>	<b>76,800</b>	<b>40,620</b>	<b>40,520</b>	<b>40,520</b>
2271700-550030	TRAVEL & EXPENSES	2,143	7,500	14,000	14,000	14,000
2271700-550050	LEGAL PUBLICATIONS	21,690	20,000	-	-	-
2271700-550080	GRANTS AND INCENTIVES	-	-	-	190,000	190,000
2271700-550100	SERVICE CONTRACTS	123,444	200,000	135,000	72,500	72,500
2271700-550220	TELEPHONE	-	-	-	-	-
2271700-550240	ONG	405	1,750	1,000	1,000	1,000
2271700-550250	UTILITIES (PSO)	964	2,000	2,000	2,000	2,000
2271700-550280	CONTRACT SERVICES	750	-	25,000	47,500	47,500
2271700-550360	PRINTING SERVICES	11,654	12,000	6,000	6,000	6,000
2271700-550390	POSTAGE	34	200	200	200	200
2271700-550540	OUTSIDE DATA SERVICES	654	1,500	1,500	1,500	1,500
<b>OTHER SERVICES</b>		<b>161,738</b>	<b>244,950</b>	<b>184,700</b>	<b>334,700</b>	<b>334,700</b>
2271700-560210	FUEL & LUBRICANTS	-	300	300	1,500	2,500
2271700-560230	MATERIAL & SUPPLIES	3,178	15,000	6,500	6,500	6,500
2271700-560240	OTHER EQUIPMENT	2,129	-	-	-	-
		<b>5,308</b>	<b>15,300</b>	<b>6,800</b>	<b>8,000</b>	<b>9,000</b>
		<b>434,832</b>	<b>521,350</b>	<b>554,850</b>	<b>708,550</b>	<b>709,550</b>



CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
VISIT BA  
FUND 227

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
2025 CARRYOVER PROJECTS:			
4WD TRUCK	2517190	8,487	
		<u>8,487</u>	<u></u>



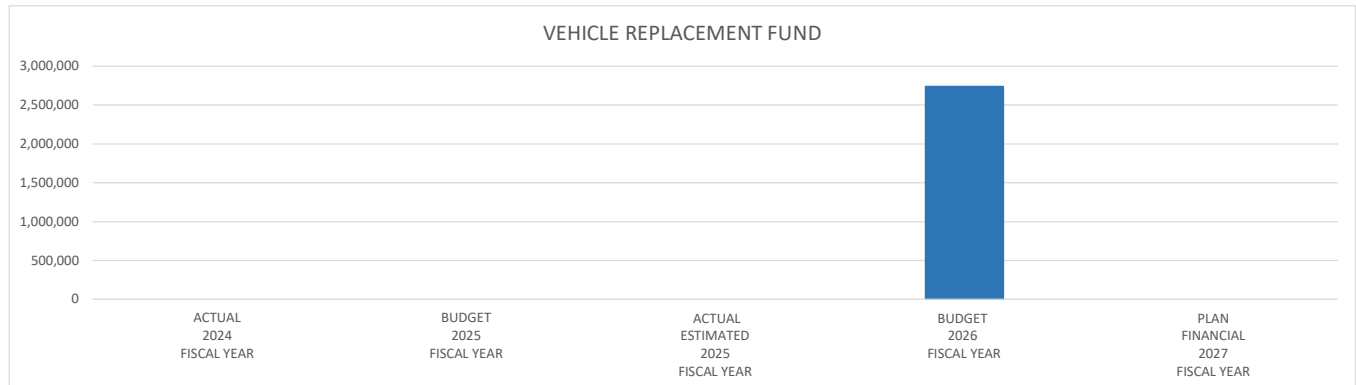
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**VEHICLE REPLACEMENT FUND**  
**FUND 329**

**Description:**

A Special Revenue fund that will ensure that funds are available for the purchase of city wide vehicles.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUE -</b>					
TRANSFER IN	-	-	937,500	2,187,500	2,500,000
INTEREST	-	-	-	-	-
MISCELLANEOUS					
<b>TOTAL REVENUES</b>	-	-	937,500	2,187,500	2,500,000
<b>BEGINNING FUND BALANCE</b>	-	-	-	937,500	305,000
<b>TOTAL SOURCES</b>	-	-	<b>937,500</b>	<b>3,125,000</b>	<b>2,805,000</b>
<b>EXPENDITURES -</b>					
PROF & TECH SERVICES	-	-	-	80,000	-
PROPERTY SERVICES	-	-	-	-	-
OTHER SERVICES	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>80,000</b>	-
<b>OTHER FINANCING USES -</b>					
CAPITAL OUTLAY	-	-	-	2,740,000	-
TRANSFER OUT	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	-	-	<b>937,500</b>	<b>305,000</b>	<b>2,805,000</b>





**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**VEHICLE REPLACEMENT FUND**  
**FUND 329**

	FISCAL YEAR	
	2026	2027
<b>2026 &amp; 2027 PROJECTS:</b>		
<b>3293001-570020-VEHICLES</b>		
8 FORD EXPLORES PATROL	600,000	
8 CHEVY TAHOES W/GRAPPLERS	720,000	
2 K9 FORD 150 REponders	184,000	
CHEVY TRAVERSE-CID	47,500	
SOT MEDIC VAN	60,000	
BMW MOTORCYCLE	35,000	
<b>TOTAL POLICE</b>	<b>1,646,500</b>	
<b>3291700-530870</b>		
STUDY ON VEHICLE USE AND REPLACEMENT	80,000	
<b>TOTAL GENERAL GOVERNMENT</b>	<b>80,000</b>	
<b>3295010-570020-VEHICLES-SOLID WASTE</b>		
2025 CHEVY TAHOE	75,000	
<b>3295200-5700020-CONSTRUCTION</b>		
FORD F-150 CREW CAB	65,000	
<b>3295210-570020-ENG STORMWATER</b>		
FORD EXPLORER	52,000	
<b>3295305-570020-STORMWATER</b>		
3/4 TON CREW CAB	61,000	
1 TON SERVICE TRUCK	150,000	
<b>3295400-570020-WATER DIST</b>		
2 TON WORK TRUCK	127,000	
<b>3295405-570020-WATERPLANT</b>		
1/2 TON CREW CAB	55,000	
<b>3295406-570020-METER READERS</b>		
1/2 TON EXTENDED CAB PICKUP	52,000	
<b>3295415-570020-SEWER</b>		
1/2 TON CREW CAB	52,000	
<b>TOTAL BAMA</b>	<b>689,000</b>	
<b>3291102-570020-HR</b>		
COLORADO WITH TOOL BOX AND LIGHTS	56,000	
<b>3291700-570020-GENERAL GOVT</b>		
2 POOL CARS	92,000	
<b>3293504-570020 FIRE</b>		
STAFF VEHICLE	80,000	
<b>3295300-570020 VEHICLE</b>		
1/2 TON CREW CAB	56,000	
<b>3296000-5570020-PARKS</b>		
3/4 TON PICKUP	58,000	
PASSENGER VAN	62,500	
<b>TOTAL STCI</b>	<b>404,500</b>	
<b>TOTAL CAPITAL</b>	<b>2,820,000</b>	



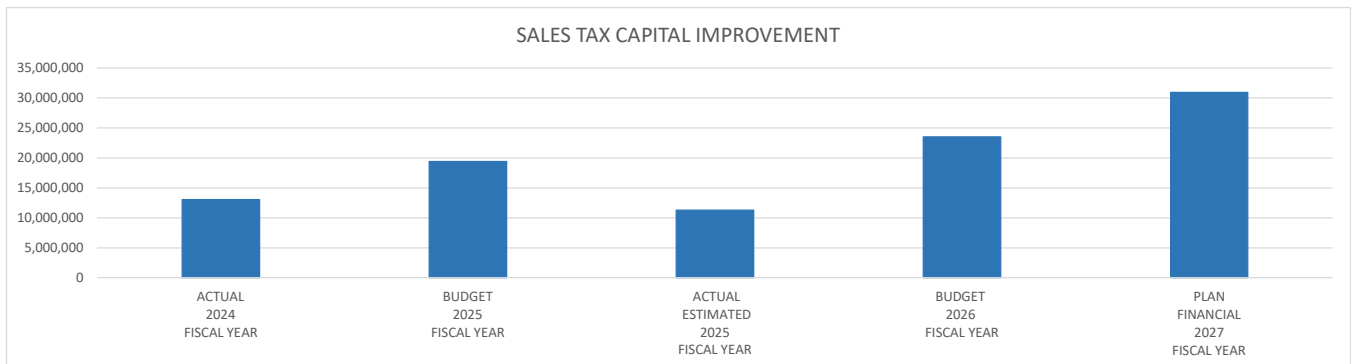
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**SALES TAX CAPITAL IMPROVEMENT**  
**FUND 330**

**Description:**

A Special Revenue Fund which accounts for the proceeds of a one-half cent sales tax restricted in use for capital improvements and debt service associated with capital improvements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Sales Tax	10,072,539	10,320,397	10,525,234	10,683,112	10,843,359
Intergovernmental	476,355	-	476,354	-	-
Interest	162,019	250,000	310,000	250,000	250,000
Dept of Transportation	-	-	-	-	-
Insurance Proceeds	-	-	73,193	35,000	-
Miscellaneous	921	-	-	-	-
Loan Proceeds	-	-	-	-	24,500,000
<b>TOTAL REVENUES:</b>	<b>10,711,833</b>	<b>10,570,397</b>	<b>11,384,781</b>	<b>10,968,112</b>	<b>35,593,359</b>
<b>TOTAL REVENUES AND OTHER FINANCING SOURCES</b>	<b>10,711,833</b>	<b>10,570,397</b>	<b>11,384,781</b>	<b>10,968,112</b>	<b>35,593,359</b>
<b>BEGINNING FUND BALANCE:</b>					
Reserved for Capital Projects	20,288,065	17,924,621	17,924,621	18,039,402	6,379,600
Reserved for Debt Service	900,000	900,000	900,000	900,000	-
<b>TOTAL FUND BALANCE</b>	<b>21,188,065</b>	<b>18,824,621</b>	<b>18,824,621</b>	<b>18,939,402</b>	<b>6,379,600</b>
<b>TOTAL AVAILABLE SOURCES</b>	<b>31,899,898</b>	<b>29,395,018</b>	<b>30,209,402</b>	<b>29,907,514</b>	<b>41,972,959</b>
<b>EXPENDITURES -</b>					
Capital Projects	11,174,809	17,477,297	9,335,000	22,577,914	28,634,000
Debt Service	1,900,468	1,950,000	1,935,000	950,000	2,320,000
<b>TOTAL EXPENDITURES</b>	<b>13,075,277</b>	<b>19,427,297</b>	<b>11,270,000</b>	<b>23,527,914</b>	<b>30,954,000</b>
<b>FUND BALANCE:</b>					
Reserved for Capital Projects	17,924,621	4,970,760	18,039,402	4,579,600	10,118,959
Reserved for Debt Service	900,000	900,000	900,000	1,800,000	900,000
<b>ENDING FUND BALANCE</b>	<b>18,824,621</b>	<b>9,967,721</b>	<b>18,939,402</b>	<b>6,379,600</b>	<b>11,018,959</b>





**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**SALES TAX CAPITAL IMPROVEMENT**  
**FUND 330**

	PROJECT NUMBER	FISCAL YEAR 2026	2027
<b>2025 CARRYOVER PROJECTS:</b>			
ECONOMIC DEVELOPMENT	191702	5,000,000	
<b>INFORMATION TECHNOLOGY</b>			
<b>3301200-570170-MISC CAPITAL OUTLAY</b>			
TIGER HILL VHF REPEATER	2412050	25,000	
COMMUNICATION SITE CORE REDUNDANCY	2312130	20,000	
GENERATOR AT TIGER HILL	2512020	20,000	
MIDRANGE HARDWARE	2512030	50,000	
RADIO SWITCH REPLACEMENTS	2512060	9,850	
COMMUNICATION LAB EQUIPMENT	2512090	10,000	
ACCESS CONTROL UPGRADE	2512080	14,000	
<b>CITY MANAGERS OFFICE</b>			
<b>3301300-570190-OFFICE EQUIPMENT</b>			
RECONFIGURE OFFICE	2413010	5,000	
<b>COMMUNITY DEVELOPMENT</b>			
<b>3301415-570020-VEHICLES</b>			
1/2 TON SHORT BED	2514090	5,008	
<b>FINANCE</b>			
<b>3301501-570170-MISC CAPITAL OUTLAY</b>			
DEBT BOOK MODULE	2415030	15,000	
<b>GENERAL GOVERNMENT</b>			
<b>3301700-570150-CONSTRUCTION</b>			
SALT DOME	2553230	615,769	
INDIAN SPRINGS SPORTS COMPLEX SOCCER ROOF	2417030	225,000	
GRAIN ELEVATOR & LAND	2417300	200,450	
<b>3301700-570160-DESIGN</b>			
MUNICIPAL SERVICES BUILDING	2417170	75,500	
<b>3301700-570170-MISC CAPITAL OUTLAY</b>			
GO BOND PLANNING	2417260	50,683	
PROPERTY PURCHASE - ASH/COMMERCIAL	2417280	285,880	
GATEWAY PROJECT	201710	47,684	
2 PACKAGE UNITS AT TRAINING CENTER	2517060	3,036	
EXHAUST SYSTEM FOR CLAY ROOM AT ARTS 302	2517070	70,000	
ENGINEERING AT MILITARY HISTORY CENTER	2517080	68,000	
<b>ENGINEERING STORMWATER</b>			
<b>3303503-570150-CONSTRUCTION</b>			
ODEQ REMEDIATION	2335150	25,000	
<b>STREET</b>			
<b>3305300-570030-PROPERTY &amp; MACHINERY</b>			
HVAC AND HEATER IN SHOP	2553150	22,000	
<b>PARKS</b>			
<b>3306000-570040-OTHER EQUIPMENT</b>			
ELAM PARK	196031	1,000	
BLEACHERS AT CPCC GYM	2260090	65,000	
SECURITY CAMERAS UPGRADE	2560100	6,000	
<b>3306000-570150-CONSTRUCTION</b>			
PREFAB STORAGE BUILDING FOR EVENTS PARK	2560140	157,800	
BASEBALL SHADE COVER	2560200	142,465	
TRAIL IMPROVEMENTS	2260200	25,000	
OVERLAY - ISSC BASEBALL PARKING LOT	2360110	50,000	
PARK ENTRY SIGNS	2460210	18,000	
PREFABRICATED STORAGE BUILDING	2460230	150,000	
PREFAB STORAGE SHED FOR BASEBALL COMPLEX	2560130	12,000	
VANDEVER PLAYGROUND SYNTHETIC TURF	2560150	78,000	
PLAYGROUND SHADE STRUCTURES	2560160	60,000	
VANDEVER PARK SIDEWALKS	2560180	30,000	
MAINTENANCE FACILITY REMODEL	2560190	5,000	
<b>3306000-570160-DESIGN</b>			
BASEBALL SHADE COVER	2560200	32,700	



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2024 BUDGET & FISCAL YEAR 2025 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**SALES TAX CAPITAL IMPROVEMENT**  
**FUND 330**

**RECREATION**

**3306002-570170-MISC CAPITAL OUTLAY**

REPAINT NIENHUIS	2560300	199,664
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**HISTORICAL MUSEUM**

**3306004-570170**

A/C UNITS AT HISTORIC MUSEUM	2360340	107,525
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**BATTLE CREEK**

**3306102-570150-CONSTRUCTION**

CART PATH REPAIRS	BC25040	12,000
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**TOTAL CARRYOVERS**

	<u><u>8,015,014</u></u>	<u><u>-</u></u>
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**2026 & 2027 PROJECTS:**

**INFORMATION TECHNOLOGY**

**3301200-570020-VEHICLES**

BUCKET TRUCK		225,000
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**3301200-570170-MISC CAPITAL**

UPGRADE SERVERS	50,000	50,000
20% REPLACEMENT COMPUTERS	80,000	80,000
UPGRADE NETWORK SSW	50,000	50,000
REPLACE VIDEO SERVERS	80,000	80,000
REPLACE CAMERAS	35,000	35,000
REMODEL IT BUILDING-OLD FIRE STATION 7	60,000	

**TOTAL INFORMATION TECHNOLOGY**

	<u><u>580,000</u></u>	<u><u>295,000</u></u>
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**CITY MANAGER**

**ECONOMIC DEVELOPMENT**

	191702	1,000,000
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**TOTAL CITY MANAGER**

	<u><u>1,000,000</u></u>	<u><u>1,000,000</u></u>
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**COMMUNITY DEVELOPMENT**

**3301410-570170-MISC CAPITAL OUTLAY**

DOWNTOWN MASTER PLAN		150,000
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**3301415-570020-MOTOR VEHICLES**

1/2 TON SHORT BED EXTENDED CAB PICKUP		50,000
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**TOTAL COMMUNITY DEVELOPMENT**

	<u><u>200,000</u></u>	<u><u>-</u></u>
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**GENERAL GOVERNMENT**

**3301700-570150-PROPERTY CONSTRUCTION**

HIRE CONSTRUCTION MANAGER FOR CITY HALL	60,000	
ICONIC STRUCTURE FOR GATEWAYS	500,000	
PAINTING OF GRAIN SILO	150,000	
PURCHASE PROPERTY FOR CITY HALL	450,000	
OPERATION CENTER ADMIN BUILDING	1,850,000	
FIELD OPERATION LOCKER ROOM	300,000	
MUNICIPAL SERVICES BUILDING		24,500,000

**3301700-570160-PROP/ENGINEERING**

JACOBS CONTRACT FOR PHASE 2 OF BOND	500,000	
DESIGN DOCUMENTS FOR CITY HALL	1,500,000	
MASTER PLAN FOR FARMERS MARKET	50,000	

**3301700-570170-MISC CAPITAL OUTLAY**

EMERGENCY ROOF REPAIRS	30,000	
ROOF GRAIN ELEVATOR	225,000	
CITY HALL GLASS REPAIR	7,000	

**TOTAL GENERAL GOVERNMENT**

	<u><u>5,622,000</u></u>	<u><u>24,500,000</u></u>
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**JAIL**

**3303008-570170-MISC CAPITAL OUTLAY**

JUSTICE CENTER HVAC REPLACEMENT		480,000
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**TOTAL POLICE**

	<u><u>480,000</u></u>	<u><u>-</u></u>
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**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2024 BUDGET & FISCAL YEAR 2025 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**SALES TAX CAPITAL IMPROVEMENT**  
**FUND 330**

**FIRE DIVISION**

**3303501-570150-PROP/CONST**

FACILITY REMODEL	35,000	50,000
FIRE STATION #4 ROOF REPLACEMENT	70,000	

**3303501-570170-MISC CAPITAL OUTLAY**

REPLACE PORTABLE RADIOS	250,000	250,000
PERSONAL PROTECTIVE EQUIPMENT	160,000	80,000
HOSE TOOLS AND EQUIPMENT	10,000	10,000
FITNESS EQUIPMENT	10,000	
RECRUITMENT MARKETING BOOTH	15,000	15,000
REPLACE FIRE ALARM AT STATION #2	40,000	
REPLACE ROLL UPDOORS -PHYSICAL RESOURCES	40,000	
TRAINING CENTER HVAC REPLACEMENT	525,000	
FIRE STATION #5 GENERATOR REPLACEMENT	150,000	

**3303501-570190-OFFICE EQUIPMENT**

OFFICE FURNITURE	25,000	
STATION FURNISHING	10,000	
MDT COMPUTER REPLACEMENT	15,000	
PSC ANNEX FURNITURE & EQUIPMENT	40,000	

**EMERGENCY MEDICAL**

**3303502-570020-VEHICLES**

REMOUNT AMBULANCES-2	550,000	
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**3303502-570170-MISC CAPITAL**

CARDIAC MONITOR REPLACEMENT	650,000	
LUCAS DEVICE REPLACEMENT	55,000	

**FIRE PREVENTION**

**3303504-570020-VEHICLES**

STAFF VEHICLE-NEW DFM WILD		80,000
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**3303504-570040-OTHER EQUIPMENT**

RIFLE REPLACEMENT	10,000	
EMERGENCY EQUIPMENT #1653	5,000	

**TOTAL FIRE**

<b>2,665,000</b>	<b>485,000</b>
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**STREETS**

**3305300-570020 VEHICLES**

WATER TRUCK	160,000	
DUMP TRUCK WITH PLOW AND SALT SPREADER	365,000	
1/2 TON CREW CAB	56,000	
CLASS 5 SERVICE TRUCK	131,000	
DUMP TRUCK WITH PLOW AND SPREADER		680,000
3/4 TON CREW CAB WITH LIFT		85,000

**3305300-570030-MACHINERY**

SALT BRINE MACHINE	75,000	
MOTOR GRADER WITH GPS	380,000	
TRACK DOZER REPLACE UNIT 0633 & 0733	265,000	
SIGN PLOTTER	13,000	
ASPHALT COLD PLANER ATTACHMENT	45,000	
MOBILE RADIOS-NEW VEHICLES	10,000	
RECLAIMING MACHINE	450,000	
SOIL STABILIZATION RECLAIMER		525,000
MOBILE RADIOS-NEW VEHICLES		15,000
TRAILER MOUNTED MESSAGE BOARDS		48,000
LAMINATION MACHINE		6,000

**3305300-570150-CONSTRUCTION**

NEW SALT AND BRINE LOCATION - IMPROVEMENTS TO SITE	80,000	
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**SIGNAL MAINTENANCE**

**3305310-570020- VEHICLES**

BUCKET TRUCK	200,000	
BUCKET TRUCK		260,000

**3305310-570190-OFFICE EQUIPMENT**

TABLETS- 6 UNITS	8,400	
SH51 & CREEK TURNPIKE CONSTRUCTION OF TURNPIKE SIGNAL REPAIRS	130,000	

TS25130



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2024 BUDGET & FISCAL YEAR 2025 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**SALES TAX CAPITAL IMPROVEMENT**  
**FUND 330**

**TRAFFIC**

3305315-570170-MISC CAPITAL OUTLAY		
SIGN SHOP HVAC REPLACEMENT	25,000	
SIGN SHOP GENERATOR AND TRANSFER SWITCH REPLACEMENT	10,000	
<b>TOTAL STREETS</b>	<b>2,403,400</b>	<b>1,619,000</b>

**PARKS**

<b>3306000-570020-VEHICLES</b>		
1 TON PICKUP WITH DUMP BED	95,000	
REFUSE TRUCK	120,000	
LIGHT & PLANTER REPLACEMENT AT NEW ORLEANS SQUARE	35,000	
<b>3306000-570030-MACHINERY</b>		
BLADE ATTACHMENT FOR TRACK LOADER	12,000	
REPLACEMENT SPRAYER FOR NIENHUIS PARK	45,000	
2 BRINE UNITS	20,000	
2 SNOW PLOWS	18,000	
MOBILE STAGE REPLACEMENT	135,000	
TRACK SKID LOADER		70,000
TWO ZTR MOWER REPLACEMENTS		45,000
<b>3306000-570040-OTHER EQUIPMENT</b>		
NIENHUIS AERATOR	7,500	
PARK AMENITY IMPROVEMENTS	25,000	
<b>3306000-570150-PROPERTY/CONSTRUCTION</b>		
PLAYGROUND COMPONENTS	25,000	
PLAYGROUND SYNTHETIC TURF	75,000	
SHADE STRUCTURES FOR NIENHUIS	70,000	
NIENHUIS FOOTBALL PARKING	25,000	
WEDGEWOOD PARK SHELTER	50,000	
ISSC CANVAS SCREENS	20,000	
CHALLENGER COMPLEX IMPROVEMENTS	25,000	
<b>3306000-570170 MISC CAPITAL</b>		
EVENTS PARK BANNERS	32,000	
DISTRICT CHRISTMAS DECORATIONS	15,000	
<b>RECREATION</b>		
<b>3306002-570150 PROPERTY/CONSTRUCTION</b>		
REFINISH GYM FLOORS	12,000	
CPCC GYM REPLACEMENT OF BATHROOM PARTIANS	13,000	
NIENHUIS PARK COMMUNITY CENTER ROOF REPLACEMENT		620,000
INDIAN SPRINGS SOCCER OFFICE ROOF REPLACEMENT	225,000	
<b>3306004-570170-MISC CAPITAL</b>		
WATER FOUNTAINS REC CENTERS	10,000	
LANE LINES AND STORAGE FOR FAC	10,000	
VOLLEYBALL NET SYSTEMS CPCC	9,000	
CENTRAL PARK GENERATOR PROJECT	342,000	
NIENHUIS FOOTBALL HVAC REPLACEMENT	22,000	
<b>TOTAL PARKS</b>	<b>1,492,500</b>	<b>735,000</b>

**BATTLECREEK**

<b>3306102-570030-MACHINERY</b>		
TRACTOR W/ CAB	65,000	
ZERO TURN MOWER	15,000	
<b>3306102-570040-OTHER EQUIPMENT</b>		
2 STORAGE CONTAINERS	15,000	
RANGE BALL WASHER	4,500	
<b>3306102-570150-PROPERTY CONSTRUCTION</b>		
PAINT AND REPAIR RESTROOM ON COURSE	9,500	
NEW OVERHEAD DOORS ON CART BLG	6,000	
PAINT GOLF SHOP	5,000	
<b>TOTAL BATTLECREEK</b>	<b>120,000</b>	<b>-</b>
<b>TOTAL STCI</b>	<b>22,577,914</b>	<b>28,634,000</b>



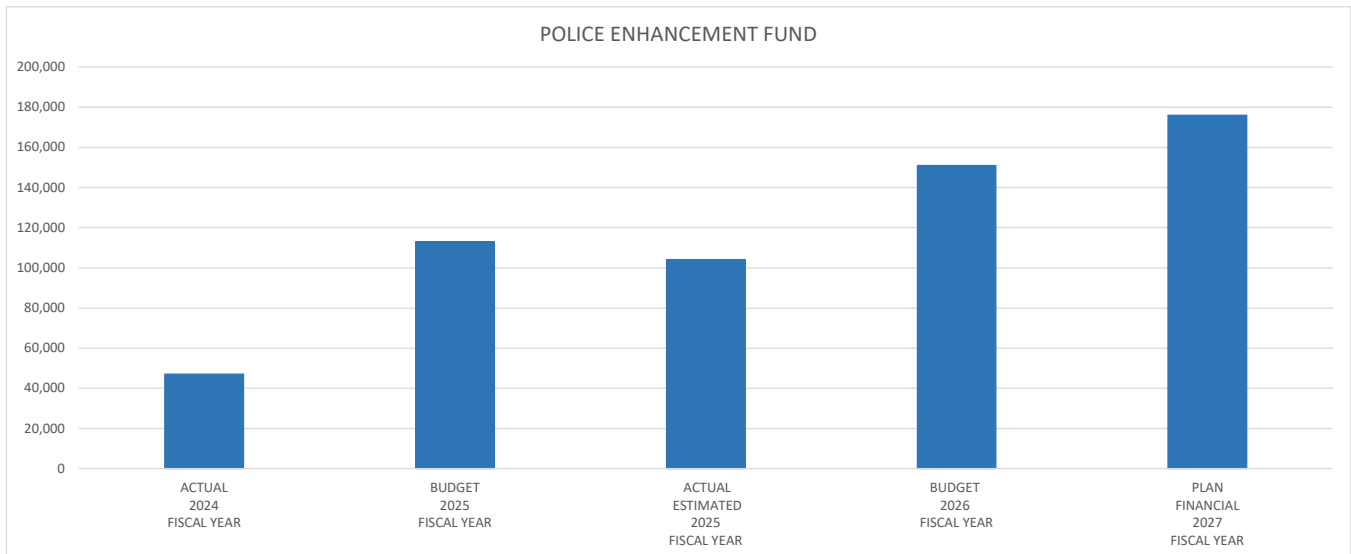
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**POLICE ENHANCEMENT FUND**  
**FUND 331**

**Description:**

A Special Revenue Fund which accounts for moneys received from Federal, State and Local Law Enforcement Agencies related to forfeitures from drug enforcement. These funds are limited in use for Police Department and/or drug enforcement activities depending upon the source of funds.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Intergovernmental	6,206	-	4,900	-	-
Federal Forfeitures	35,021	40,000	125,000	40,000	40,000
Other Forfeitures	24,556	7,500	-	7,500	7,500
State Forfeitures	4,758	500	118	500	500
Interest	380	100	100	100	100
<b>TOTAL REVENUES</b>	<b>70,921</b>	<b>48,100</b>	<b>130,118</b>	<b>48,100</b>	<b>48,100</b>
<b>BEGINNING FUND BALANCE</b>	<b>223,596</b>	<b>247,461</b>	<b>247,461</b>	<b>273,379</b>	<b>170,479</b>
<b>TOTAL SOURCES</b>	<b>294,517</b>	<b>295,561</b>	<b>377,579</b>	<b>321,479</b>	<b>218,579</b>
<b>EXPENDITURES -</b>					
Other Services and Charges					
Other Services and Charges - Federal	13,016	5,000	5,500	20,000	20,000
Other Services and Charges - Other	-	30,000	-	35,000	35,000
Material and Supplies					
Material and Supplies - Federal	22,819	50,000	8,500	10,000	10,000
Material and Supplies - Other	-	3,100	-	86,000	86,000
Capital Outlay					
Capital Outlay - Federal	11,221	25,000	90,200	-	25,000
Capital Outlay - Other		-			
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>47,056</b>	<b>113,100</b>	<b>104,200</b>	<b>151,000</b>	<b>176,000</b>
<b>ENDING FUND BALANCE</b>	<b>247,461</b>	<b>182,461</b>	<b>273,379</b>	<b>170,479</b>	<b>42,579</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
POLICE ENHANCEMENT FUND  
FUND 331

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
2026 & 2027 PROJECTS:			
PROJECT TO BE DETERMINED	2531010	25,000	25,000
TOTAL CAPITAL OUTLAY		<u>25,000</u>	<u>25,000</u>



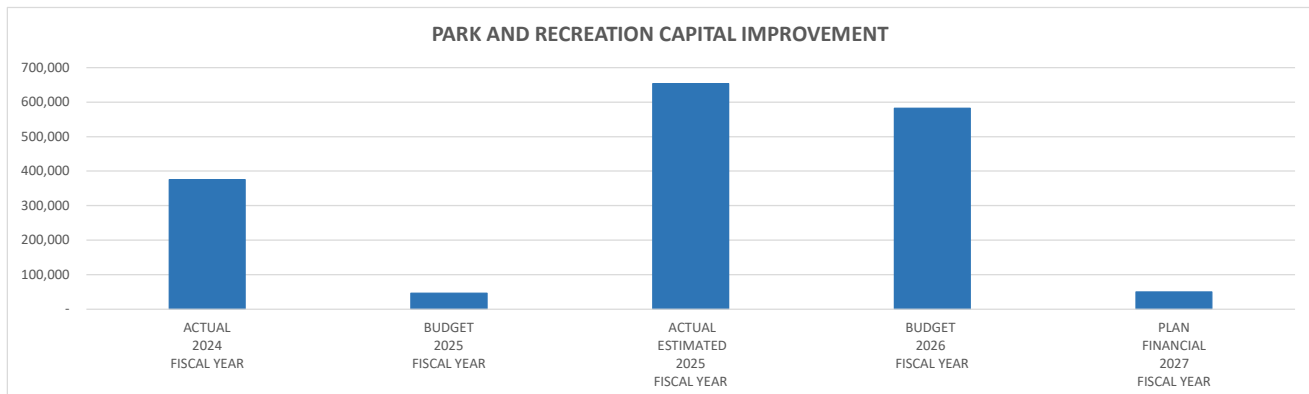
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**PARK AND RECREATION CAPITAL IMPROVEMENT**  
**FUND 332**

**Description:**

A Special Revenue Fund which accounts for an impact fee charged to builders on the construction of new residences. These fees are restricted in use for park and recreation capital improvements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Charges for Service					
Parks & Recreation	318,496	225,000	325,000	325,000	350,000
Intergovernmental				-	-
Interest	6,221	700	12,000	700	700
Miscellaneous	54,115	60,000	53,000	60,000	60,000
<b>TOTAL REVENUES</b>	<b>378,831</b>	<b>285,700</b>	<b>390,000</b>	<b>385,700</b>	<b>410,700</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Capital Projects	1,167,999	1,171,209	1,171,209	907,306	710,439
<b>TOTAL SOURCES</b>	<b>1,546,830</b>	<b>1,456,909</b>	<b>1,561,209</b>	<b>1,293,006</b>	<b>1,121,139</b>
<b>EXPENDITURES -</b>					
Capital Projects	375,621	46,000	653,903	582,567	50,000
<b>TOTAL EXPENDITURES</b>	<b>375,621</b>	<b>46,000</b>	<b>653,903</b>	<b>582,567</b>	<b>50,000</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Capital Projects	1,171,209	1,410,909	907,306	710,439	1,071,139





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
PARK AND RECREATION CAPITAL IMPROVEMENT  
FUND 332

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>2025 CARRYOVER PROJECTS:</b>			
ENTRANCE SIGN/MESSAGE BOARD FOR EVENTS COMPLEX	2160220	119,805	
PLAYGROUND FENCE AND SIDEWALK IMPROVEMENTS	2160450	28,840	
SHADE STRUCTURES FOR BASEBALL COMPLEX	2360350	200,000	
SOCCER WEST PLAYGROUND	2360370	183,922	
<b>2026 &amp; 2027 PROJECTS:</b>			
TBD		50,000	50,000
<b>TOTAL CAPITAL OUTLAY</b>		<u>582,567</u>	<u>50,000</u>



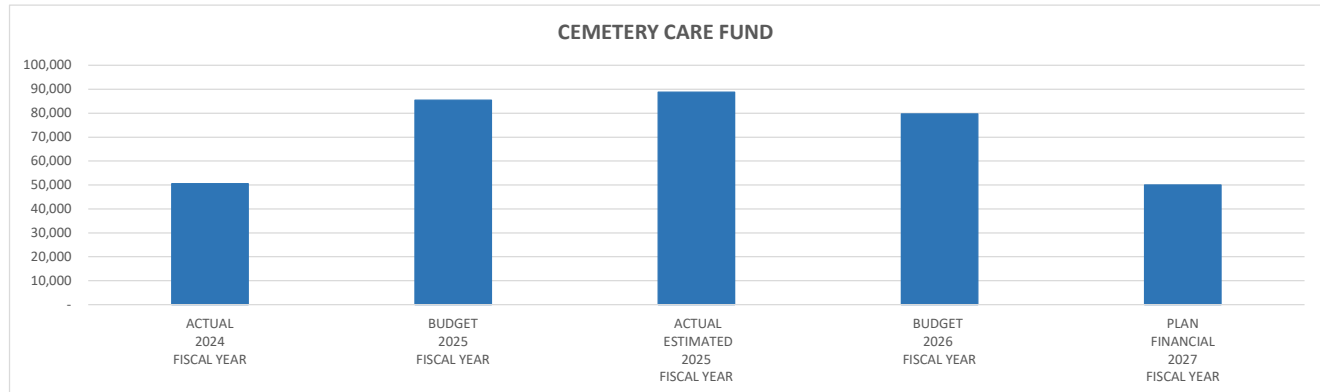
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**CEMETERY CARE FUND**  
**FUND 333**

**Description:**

A Special Revenue Fund which accounts for 12.5% of cemetery revenue restricted by State law as well as an additional 12.5% contributed by the City to provide funds for capital improvements at the City cemetery.

**FINANCIAL HIGHLIGHTS**

DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
Charges For Services Cemetery	78,880	50,000	55,000	50,000	52,000
Miscellaneous	-	-	-	-	-
Interest	2,224	300	3,300	300	300
<b>TOTAL REVENUES</b>	<b>81,104</b>	<b>55,100</b>	<b>58,300</b>	<b>50,300</b>	<b>52,300</b>
<b>BEGINNING FUND BALANCE - Reserved for Capital Projects</b>	<b>426,847</b>	<b>457,435</b>	<b>457,435</b>	<b>426,875</b>	<b>397,499</b>
<b>TOTAL SOURCES</b>	<b>507,951</b>	<b>512,535</b>	<b>515,735</b>	<b>477,175</b>	<b>449,799</b>
<b>EXPENDITURES -</b>					
Capital Outlay	50,516	85,500	88,860	79,676	50,000
<b>TOTAL EXPENDITURES</b>	<b>50,516</b>	<b>85,500</b>	<b>88,860</b>	<b>79,676</b>	<b>50,000</b>
<b>ENDING FUND BALANCE - Reserved for Capital Projects</b>	<b>457,435</b>	<b>427,035</b>	<b>426,875</b>	<b>397,499</b>	<b>399,799</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
CEMETERY CARE FUND  
FUND 333

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
2025 CARRYOVER PROJECTS:			
REMODEL OFFICE	2460300	2,676	
2026 & 2027 PROJECTS:			
UTILITY CART		31,000	
NEW SOFTWARE		20,000	
MOWER REPLACEMENT		26,000	
TBD			50,000
		<u>79,676</u>	<u>50,000</u>



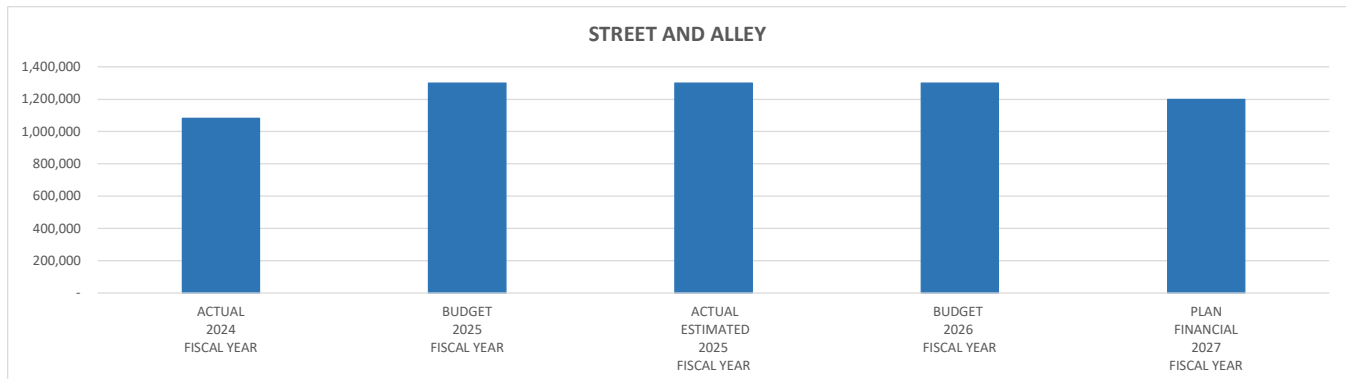
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**STREET AND ALLEY**  
**FUND 334**

**Description:**

A Special Revenue Fund which accounts for the City's share of state collected commercial vehicle and gasoline excise taxes. Monies received by this fund are transferred to the General Fund to be used for street and alley repairs and maintenance.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Intergovernmental	1,068,988	1,200,000	919,105	1,000,000	1,000,000
Interest	(96,974)	125,000	6,650		
<b>TOTAL REVENUES</b>	<b>972,014</b>	<b>1,100,000</b>	<b>925,755</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>1,305,411</b>	<b>1,585,546</b>	<b>1,585,546</b>	<b>1,211,301</b>	<b>911,301</b>
<b>TOTAL AVAILABLE SOURCES</b>	<b>2,277,425</b>	<b>2,309,871</b>	<b>2,511,301</b>	<b>2,211,301</b>	<b>1,911,301</b>
<b>EXPENDITURES -</b>					
Capital Outlay	81,165	200,000	200,000	200,000	100,000
<b>TOTAL EXPENDITURES</b>	<b>81,165</b>	<b>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>100,000</b>
<b>OTHER FINANCING USES -</b>					
Transfers Out	1,000,000	1,100,000	1,100,000	1,100,000	1,100,000
<b>TOTAL OTHER FINANCING USES</b>	<b>1,000,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>1,081,165</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>1,300,000</b>	<b>1,200,000</b>
<b>ENDING FUND BALANCE</b>	<b>1,585,546</b>	<b>1,009,871</b>	<b>1,211,301</b>	<b>911,301</b>	<b>711,301</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
STREET AND ALLEY  
FUND 334

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>2026 &amp; 2027 PROJECTS:</b> SITE IMPROVEMENTS 2474 E COLLEGE TBD		80,000	
		120,000	200,000
		<u>200,000</u>	<u>200,000</u>
		<u>200,000</u>	<u>200,000</u>



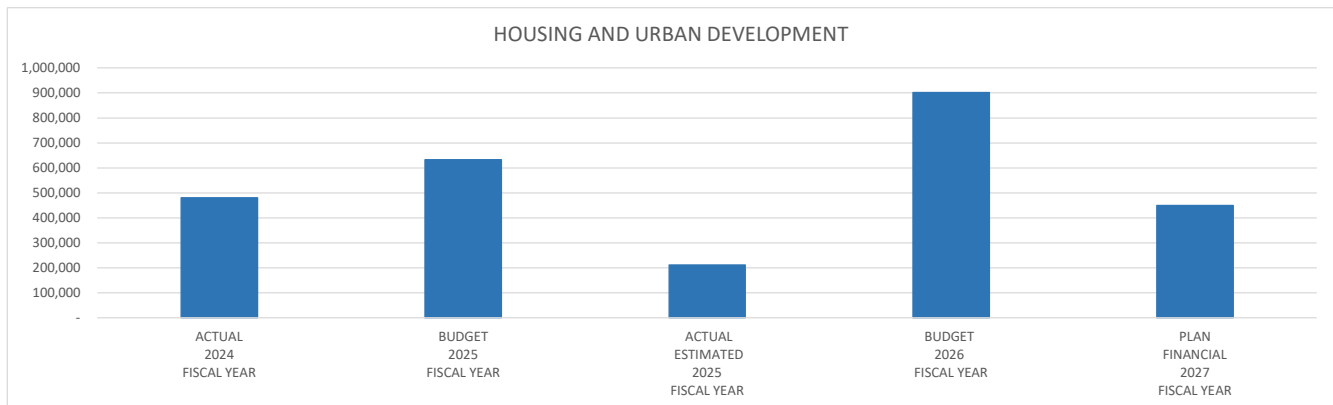
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**HOUSING AND URBAN DEVELOPMENT**  
**FUND 335**

**Description:**

A Special Revenue Fund which accounts for monies received through the Tulsa County Urban County from the Department of Housing and Urban Development for the Community Development Block Grant Program. Expenditures in this fund are restricted to approved eligible programs designed to benefit citizens in the low to moderate income levels.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Intergovernmental	219,717	632,450	491,431	902,170	450,000
<b>TOTAL REVENUES</b>	<b>219,717</b>	<b>632,450</b>	<b>491,431</b>	<b>902,170</b>	<b>450,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>246,196</b>	<b>(13,981)</b>	<b>(13,981)</b>	<b>266,949</b>	<b>266,949</b>
<b>TOTAL AVAILABLE SOURCES</b>	<b>465,913</b>	<b>618,469</b>	<b>477,450</b>	<b>1,169,119</b>	<b>716,949</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	-	-	-	-	-
Capital Projects	479,894	632,450	210,501	902,170	450,000
<b>TOTAL EXPENDITURES</b>	<b>479,894</b>	<b>632,450</b>	<b>210,501</b>	<b>902,170</b>	<b>450,000</b>
<b>ENDING FUND BALANCE</b>	<b>(13,981)</b>	<b>(13,981)</b>	<b>266,949</b>	<b>266,949</b>	<b>266,949</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
HOUSING AND URBAN DEVELOPMENT  
FUND 335

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>OTHER SERVICES &amp; CHARGES:</b>			
OTHER SERVICES & CHARGES		-	-
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>		-	-
<b>CAPITAL OUTLAY:</b>			
EMERGENCY REPAIRS AND WEATHERIZATION	2417160	20,000	
COLLEGE ADDITION STREET REHAB	ST25180	391,085	
EMERGENCY REPAIRS AND WEATHERIZATION	2517120	50,000	-
COLLEGE ST REHAB 9th - 23rd		441,085	
TBD		-	450,000
<b>TOTAL CAPITAL OUTLAY</b>		<b>902,170</b>	<b>450,000</b>



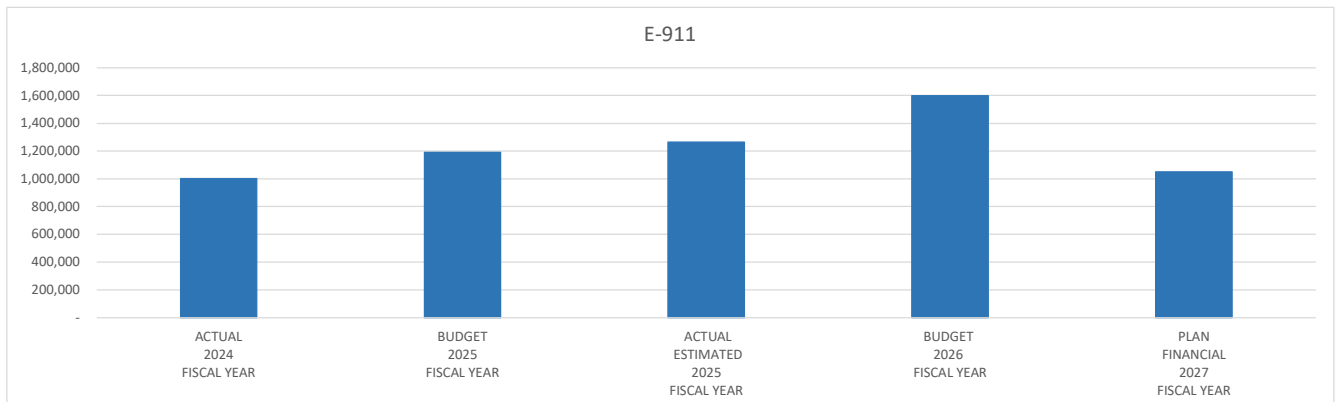
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**E-911**  
**FUND 336**

**Description:**

A Special Revenue Fund which accounts for a total 5% fee for Enhanced 911 service to the citizens of Broken Arrow which are restricted solely for public safety. A portion of this fee, 3%, is used to participate in the funding of the operations of the Communications Division within the Police Department through a transfer from this fund to the General Fund. The remaining 2% is to recover costs associated with the upgrading of emergency services equipment.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Charges for Services	1,504,047	1,350,000	1,622,813	1,600,000	1,600,000
Interest	10,116	750	18,500	10,000	750
<b>TOTAL REVENUES</b>	<b>1,514,163</b>	<b>1,350,750</b>	<b>1,641,313</b>	<b>1,610,000</b>	<b>1,600,750</b>
<b>BEGINNING FUND BALANCE</b>	<b>1,661,039</b>	<b>2,172,862</b>	<b>2,172,862</b>	<b>2,550,175</b>	<b>2,561,719</b>
<b>TOTAL AVAILABLE SOURCES</b>	<b>3,175,202</b>	<b>3,523,612</b>	<b>3,814,175</b>	<b>4,160,175</b>	<b>4,162,469</b>
<b>EXPENDITURES -</b>					
Capital Outlay	2,340	192,000	264,000	598,456	50,000
<b>TOTAL EXPENDITURES</b>	<b>2,340</b>	<b>192,000</b>	<b>264,000</b>	<b>598,456</b>	<b>50,000</b>
<b>OTHER FINANCING USES -</b>					
Transfers Out	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
<b>TOTAL EXPENDITURES &amp; USES</b>	<b>1,002,340</b>	<b>1,192,000</b>	<b>1,264,000</b>	<b>1,598,456</b>	<b>1,050,000</b>
<b>ENDING FUND BALANCE</b>	<b>2,172,862</b>	<b>2,331,612</b>	<b>2,550,175</b>	<b>2,561,719</b>	<b>3,112,469</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
E-911  
FUND 336

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>2025 CARRYOVER PROJECTS:</b>			
TRAINING STATIONS @911 CENTER	2536010	33,456	
<b>2026 &amp; 2027 PROJECTS:</b>			
INCOG EQUIPMENT FOR 911		375,000	
EXCAM SERVER		70,000	
TBD	2536030	50,000	50,000
UNIFY SOFTWARE & IMPLEMENTATION		70,000	
<b>TOTAL CAPITAL OUTLAY</b>		<b>598,456</b>	<b>50,000</b>



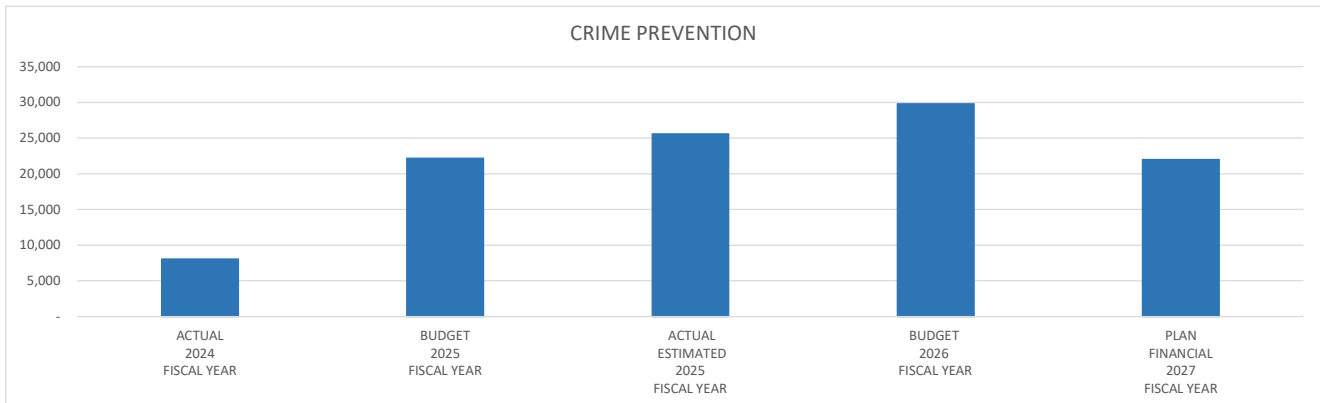
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**CRIME PREVENTION**  
**FUND 337**

**Description:**

A Special Revenue Fund which accounts for funds received through grants from the U.S. Department of Justice. These funds are restricted in use by the provisions within each grant to provide various public safety related activities.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Intergovernmental	16,423	30,000	10,000	30,000	30,000
Interest	1,991	-			
<b>TOTAL REVENUES</b>	<b>18,415</b>	<b>30,000</b>	<b>10,000</b>	<b>30,000</b>	<b>30,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>143,871</b>	<b>154,212</b>	<b>154,212</b>	<b>138,619</b>	<b>138,829</b>
<b>TOTAL AVAILABLE SOURCES</b>	<b>162,286</b>	<b>184,212</b>	<b>164,212</b>	<b>168,619</b>	<b>168,829</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	8,000	2,200	6,000	9,000	2,000
Materials & Supplies	74	19,967	19,593	20,790	20,000
<b>TOTAL EXPENDITURES</b>	<b>8,074</b>	<b>22,167</b>	<b>25,593</b>	<b>29,790</b>	<b>22,000</b>
<b>ENDING FUND BALANCE</b>	<b>154,212</b>	<b>162,045</b>	<b>138,619</b>	<b>138,829</b>	<b>146,829</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2025 BUDGET & FISCAL YEAR 2026 FINANCIAL PLAN  
CAPITAL OUTLAY  
CRIME PREVENTION  
FUND 337

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>OTHER SERVICES &amp; CHARGES:</b>			
OTHER SERVICES & CHARGES		9,000	2,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>		<u>9,000</u>	<u>2,000</u>
<b>MATERIALS &amp; SUPPLIES:</b>			
MATERIALS & SUPPLIES		20,790	20,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<u>20,790</u>	<u>20,000</u>
<b>TOTAL CAPITAL OUTLAY</b>		<u>29,790</u>	<u>22,000</u>



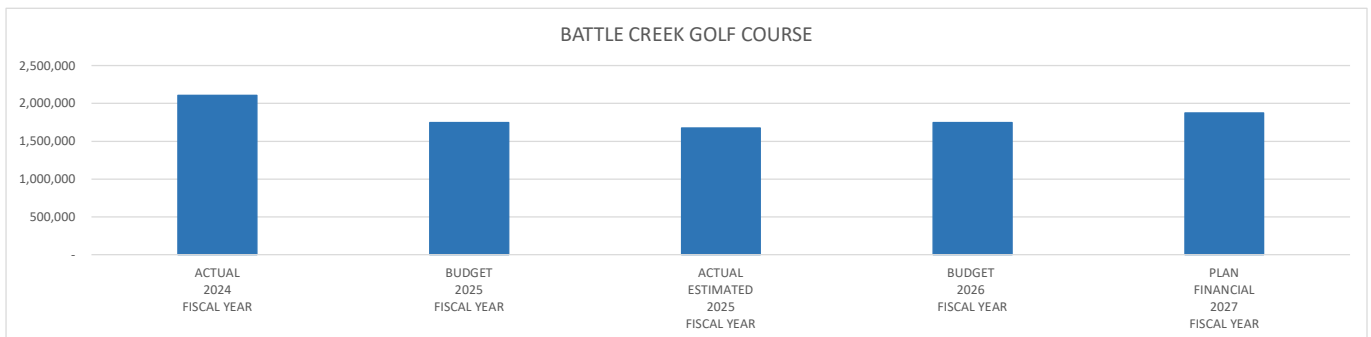
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**BATTLE CREEK GOLF COURSE**  
**FUND 340**

**Description:**

A Municipal Golf Course previously operated by the Broken Arrow Public Golf Authority. In March, 2006 the Authority was dissolved and the operation of the golf course became part of the City. It is a "governmental" type fund but accounted for as an "enterprise" or business type fund.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Golf Course Revenue	1,838,294	1,950,000	1,900,000	1,950,000	2,000,000
<b>TOTAL REVENUE</b>	<b>1,838,294</b>	<b>1,950,000</b>	<b>1,900,000</b>	<b>1,950,000</b>	<b>2,000,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>298,328</b>	<b>28,059</b>	<b>28,059</b>	<b>253,059</b>	<b>453,059</b>
<b>TOTAL SOURCES</b>	<b>2,136,622</b>	<b>1,978,059</b>	<b>1,928,059</b>	<b>2,203,059</b>	<b>2,453,059</b>
<b>EXPENDITURES:</b>					
Other Services & Charges	1,709,128	1,500,000	1,450,000	1,500,000	1,600,000
Materials & Supplies	399,435	250,000	225,000	250,000	275,000
<b>TOTAL OPERATING EXPENDITURES</b>	<b>2,108,563</b>	<b>1,750,000</b>	<b>1,675,000</b>	<b>1,750,000</b>	<b>1,875,000</b>
<b>TOTAL EXPENDITURES</b>	<b>2,108,563</b>	<b>1,750,000</b>	<b>1,675,000</b>	<b>1,750,000</b>	<b>1,875,000</b>
<b>TOTAL ENDING FUND BALANCE</b>	<b>28,059</b>	<b>228,059</b>	<b>253,059</b>	<b>453,059</b>	<b>578,059</b>





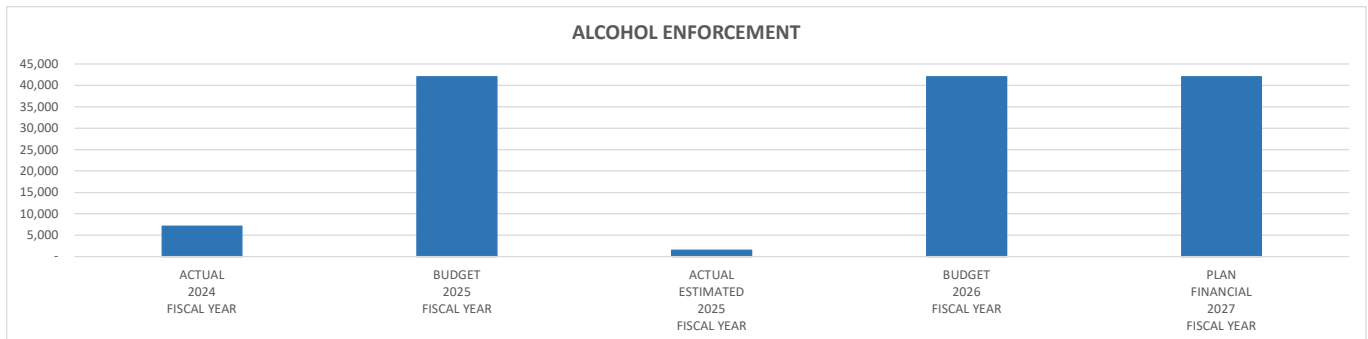
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**ALCOHOL ENFORCEMENT**  
**FUND 341**

**Description:**

A Special Revenue Fund which accounts for funds received and expended for education, prevention and enforcement of underage drinking.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>									
Fines, Forfeitures & Assessments	4,875		7,000		3,200		5,000		5,000
Misc	-		-		-		-		-
Interest	432		50		600		300		300
<b>TOTAL REVENUES</b>	<b>5,307</b>		<b>7,050</b>		<b>3,800</b>		<b>5,300</b>		<b>5,300</b>
<b>BEGINNING FUND BALANCE</b>	<b>96,795</b>		<b>94,973</b>		<b>94,973</b>		<b>97,273</b>		<b>60,573</b>
<b>TOTAL SOURCES</b>	<b>102,102</b>		<b>102,023</b>		<b>98,773</b>		<b>102,573</b>		<b>65,873</b>
<b>EXPENDITURES:</b>									
Other Services and Charges	2,488		17,000		1,500		17,000		17,000
Materials & Supplies	4,641		25,000		-		25,000		25,000
<b>TOTAL EXPENDITURES</b>	<b>7,129</b>		<b>42,000</b>		<b>1,500</b>		<b>42,000</b>		<b>42,000</b>
<b>ENDING FUND BALANCE</b>	<b>94,973</b>		<b>60,023</b>		<b>97,273</b>		<b>60,573</b>		<b>23,873</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
ALCOHOL ENFORCEMENT  
FUND 341

	PROJECT NUMBER	FISCAL YEAR 2026	2027
OTHER SERVICES & CHARGES:			
OTHER SERVICES & CHARGES		17,000	17,000
		<u>17,000</u>	<u>17,000</u>
MATERIALS & SUPPLIES:			
MATERIALS & SUPPLIES		25,000	25,000
		<u>25,000</u>	<u>25,000</u>
TOTAL		<u>42,000</u>	<u>42,000</u>



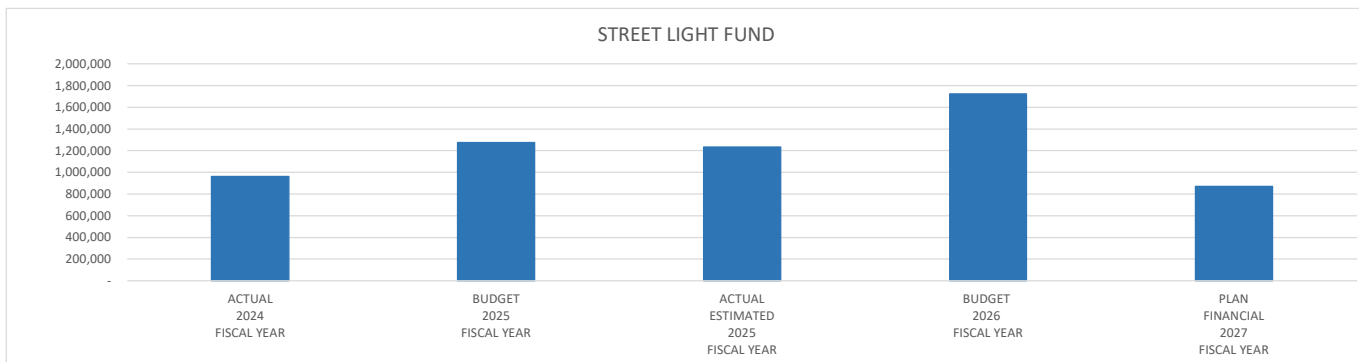
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**STREET LIGHT FUND**  
**FUND 342**

**Description:**

A Special Revenue Fund which accounts for funds received and expended for operating and capital costs associated with street lights and intersection lighting and control.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Street Light Fee	1,221,848	1,250,000	1,212,959	1,220,000	1,220,000
Misc	-	-			
Interest	6,342	200	7,000	6,000	6,000
<b>TOTAL REVENUES</b>	<b>1,228,190</b>	<b>1,250,200</b>	<b>1,219,959</b>	<b>1,226,000</b>	<b>1,226,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>802,351</b>	<b>1,068,772</b>	<b>1,068,772</b>	<b>1,053,731</b>	<b>554,731</b>
<b>TOTAL SOURCES</b>	<b>2,030,541</b>	<b>2,318,972</b>	<b>2,288,731</b>	<b>2,279,731</b>	<b>1,780,731</b>
<b>EXPENDITURES:</b>					
Other Services and Charges	425,043	600,000	482,000	670,000	685,000
Materials & Supplies	94,799	175,000	128,000	175,000	185,000
Capital Outlay	441,927	500,000	625,000	880,000	-
<b>TOTAL EXPENDITURES</b>	<b>961,769</b>	<b>1,275,000</b>	<b>1,235,000</b>	<b>1,725,000</b>	<b>870,000</b>
<b>ENDING FUND BALANCE</b>	<b>1,068,772</b>	<b>1,043,972</b>	<b>1,053,731</b>	<b>554,731</b>	<b>910,731</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
CAPITAL OUTLAY  
STREET LIGHT FUND  
FUND 342

	PROJECT NUMBER	FISCAL YEAR 2026	2027
<b>OTHER SERVICES &amp; CHARGES:</b>			
OTHER SERVICES & CHARGES		670,000	-
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>		<b>670,000</b>	-
<b>MATERIALS &amp; SUPPLIES:</b>			
MATERIALS & SUPPLIES		185,000	-
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>185,000</b>	-
ARROW FORGE		750,000	
SIGNALIZATION REPAIR - ONEIDA/HWY 51	<b>TS25100</b>	130,000	
<b>TOTAL CAPITAL OUTLAY</b>		<b>880,000</b>	-
		-	-



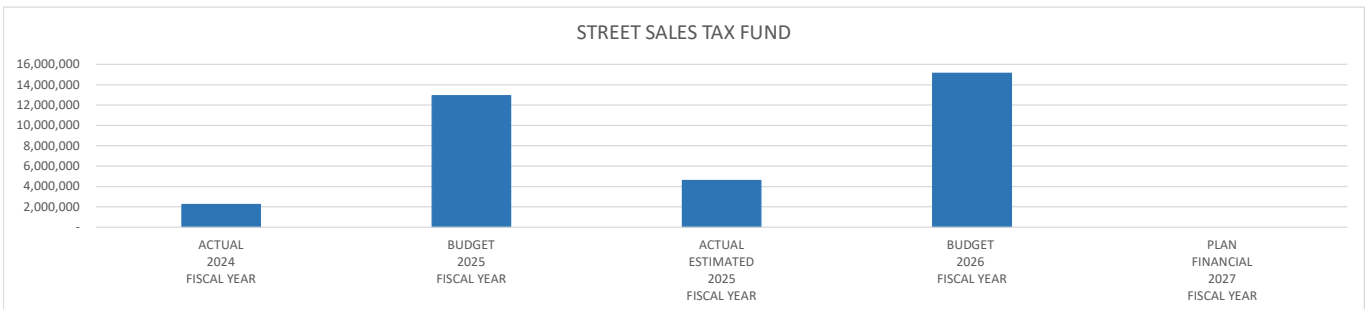
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**STREET SALES TAX FUND**  
**FUND 343**

**Description:**

A Special Revenue Fund created for the purpose of improving, constructing and maintaining City streets, sidewalks and related stormwater improvements, including the acquisition and replacement of machinery, equipment and materials, and including the installation of traffic controls devices and signalization. The funding for this fund came from a Twenty-five Hundredths of one percent (0.25%) tax that was effective January 1, 2017.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Sales Tax	5,035,773	5,112,510	5,100,000	5,176,500	5,254,148
Interest	164,370	100,000	263,400	200,000	10,000
Miscellaneous					
<b>TOTAL REVENUE</b>	<b>5,200,143</b>	<b>5,212,510</b>	<b>5,363,400</b>	<b>5,376,500</b>	<b>5,264,148</b>
<b>BEGINNING FUND BALANCE</b>	<b>6,564,292</b>	<b>9,516,995</b>	<b>9,516,995</b>	<b>10,287,295</b>	<b>533,354</b>
<b>TOTAL SOURCES</b>	<b>11,764,435</b>	<b>14,729,505</b>	<b>14,880,395</b>	<b>15,663,795</b>	<b>5,797,502</b>
<b>EXPENDITURES:</b>					
Materials & Supplies	-	-	-	-	-
Capital Outlay	2,247,439	12,896,360	4,593,100	15,130,441	-
<b>TOTAL EXPENDITURES</b>	<b>2,247,439</b>	<b>12,896,360</b>	<b>4,593,100</b>	<b>15,130,441</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>9,516,995</b>	<b>1,833,145</b>	<b>10,287,295</b>	<b>533,354</b>	<b>5,797,502</b>





**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**CAPITAL OUTLAY**  
**STREET SALES TAX FUND**  
**FUND 343**

		PROJECT NUMBER	FISCAL YEAR 2026	2027
<b>2023 CARRYOVER PROJECTS</b>				
OAK CREEK SOUTH	CONSTRUCTION	ST2005	419,003	
219TH E AVE AND 96TH ST	CONSTRUCTION	ST21270	200,000	
CRACK SEALING	CONSTRUCTION	ST21310	40,000	
WEDGEWOOD	CONSTRUCTION	ST22100	462,470	
STEEPLECHASE	CONSTRUCTION	ST22110	657,250	
VANDEVER EAST 6TH ADDITION	CONSTRUCTION	ST23060	632,199	
9TH AND E JUNEAU STREET TRAFFIC POLE	MISC CAPITAL OUTLAY	TS23030	25,000	
NORTH ASPEN- W OMAHA TRAFFIC POLE	MISC CAPITAL OUTLAY	TS23040	30,000	
<b>2024 CARRYOVER-CONCRETE PANEL</b>				
STEEPLE CHASE FARMS	CONSTRUCTION	ST24070	1,638,375	
BRETTON WOODS	CONSTRUCTION	ST24090	355,816	
EAST HOUSTON INDUSTRIAL PARK	CONSTRUCTION	ST24100	50,000	
209TH 101ST-114TH	CONSTRUCTION	ST24270	1,001,392	
RIDGEWAY HEIGHTS		ST24080	916,373	
CENTRAL PARK 1ST ADDITION		ST23040	973,563	
<b>2025 CARRYOVER CONCRETE PANEL REPAIR</b>				
SOUTH PARK ESTATES 3RD ADDITION	CONSTRUCTION	ST25100	1,100,000	
INDIAN SPRINGS ESTATES 4TH ADDITION	CONSTRUCTION	ST25120	1,100,000	
<b>MISC PROJECTS</b>				
ANNUAL SIDEWALK MAINTENANCE	CONSTRUCTION	ST25160	75,000	
<b>TOTAL CARRYOVERS</b>			<b>9,676,441</b>	<b>-</b>
<b>2026 MILL AND OVERLAY STREETS</b>				
HOUSTON-ELM TO MAIN STREET			154,000	
WASHINGTON AND ELM INTERSECTION			101,000	
EVANS RD- E NEW ORLEANS TO HWY 51			203,000	
S MAIN ST- HOUSTON TO WASHINGTON			1,100,000	
SHILOH AT BATTLE CREEK			227,000	
PROJECTS TBD			750,000	
HOUSTON STREET REHABILITATION FROM 9TH TO 23RD			245,000	
23RD ST FROM HOUSTON TO NEW ORLEANS			280,000	
COLLEGE 9TH TO 23RD			600,000	
<b>2026 MISC PROJECTS</b>				
6100 CENTER PANEL REPLACEMENT			30,000	
ANNUAL STREET MAINTENANCE			100,000	
ALLEY IMPROVEMENTS			200,000	
STREET MARKING (MULTIPOLYMER)			500,000	
ANNUAL SIDEWALK MAINTENANCE			75,000	
<b>2026 SIGNAL CAPITAL PROJECTS</b>				
SAFE STREETS FOR ALL			889,000	
<b>TOTAL CURRENT PROJECTS</b>			<b>5,454,000</b>	<b>-</b>
<b>TOTAL</b>			<b>15,130,441</b>	<b>-</b>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**POLICE SALES TAX FUND**  
**FUND 344**

**Description:**

A Special Revenue Fund created for the purpose of funding the staffing of public safety personnel and the acquisition of and replacement of public safety vehicles, equipment, technology and apparatus. The funding of this fund will come from one-half of the three tenths of one percent (.30%) tax effective January 1, 2017 as well as the transfer of 36.7% of General Fund revenues exclusive of Other Financing sources. The other half of the tax will be accounted for in the Fire Sales Tax Fund (Fund 045).

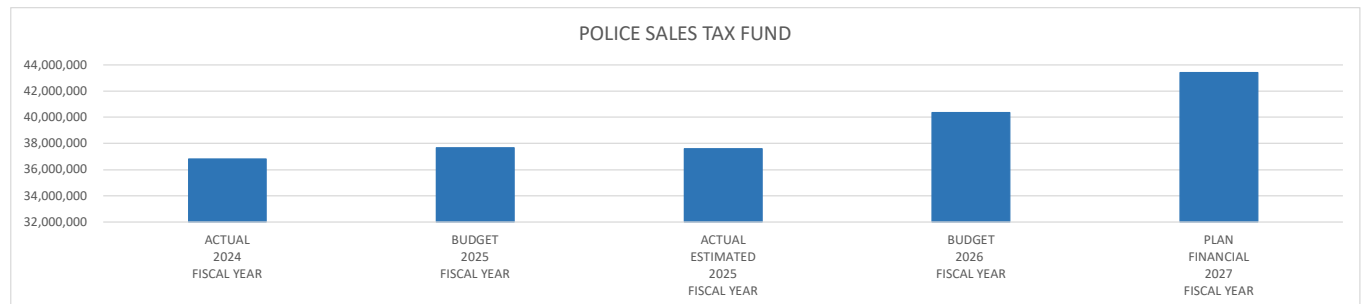
**PURPOSE:**

To create an atmosphere of safety and security in the community by providing a continuation of proactive police service to all citizens. Functions of the department include preserving the peace, apprehending criminal offenders, recognizing that crime prevention and reduction of fear is a priority, committing to professionalism in all aspects of departmental operations and maintaining the highest standard of integrity. The Department operates under the philosophy of community policing. The Department provides additional law enforcement support services such as emergency communications, records management, jail services and animal control.

	FY 2024	FY 2025	FY 2026
Total Sworn Officers	157	157	157
Total Non Sworn	63	70	70
Total Part-Time	3	3	3

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Sales Tax	3,022,010	3,067,506	3,157,572	3,204,936	3,285,059
Intergovernmental	2,271,788	100,000	80,299	100,000	100,000
Interest	586,319	400,000	575,000	400,000	400,000
Dept. of Justice		-		-	-
Insurance Proceeds	9,996	12,500	15,000	12,500	10,000
Miscellaneous					
<b>TOTAL REVENUE</b>	<b>5,890,114</b>	<b>3,580,006</b>	<b>3,827,871</b>	<b>3,717,436</b>	<b>3,795,059</b>
<b>OTHER FINANCING SOURCES</b>					
Transfers In:					
General Fund	33,480,082	34,334,441	34,412,092	36,201,643	37,161,406
E-911	1,000,000	1,000,000	1,000,000	1,000,000	1,100,000
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>34,480,082</b>	<b>38,914,447</b>	<b>39,239,963</b>	<b>40,919,079</b>	<b>42,056,465</b>
<b>TOTAL REVENUES AND OTHER SOURCES</b>	<b>40,370,196</b>	<b>42,494,453</b>	<b>43,067,834</b>	<b>44,636,514</b>	<b>45,851,524</b>
<b>BEGINNING FUND BALANCE</b>	<b>20,498,275</b>	<b>24,074,048</b>	<b>24,074,048</b>	<b>29,548,041</b>	<b>33,828,656</b>
<b>TOTAL SOURCES</b>	<b>60,868,471</b>	<b>66,568,500</b>	<b>67,141,882</b>	<b>74,184,555</b>	<b>79,680,181</b>
<b>PERSONNEL SERVICES</b>					
SALARIES & WAGES	20,767,778	21,634,536	21,578,598	23,061,312	23,883,660
EMPLOYEE BENEFITS	11,087,413	9,518,008	9,550,462	9,549,586	10,936,825
<b>TOTAL PERSONNEL SERVICES</b>	<b>31,855,191</b>	<b>31,152,544</b>	<b>31,129,060</b>	<b>32,610,899</b>	<b>34,820,485</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	431,027	459,800	452,900	473,500	491,000
PROPERTY SERVICES	848,957	1,445,200	1,602,300	1,859,300	2,103,600
OTHER SERVICES	1,064,840	1,217,100	1,197,600	1,497,300	1,614,400
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,344,825</b>	<b>3,122,100</b>	<b>3,252,800</b>	<b>3,830,100</b>	<b>4,209,000</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>1,338,112</b>	<b>2,361,300</b>	<b>2,059,900</b>	<b>2,356,700</b>	<b>2,383,200</b>
<b>CAPITAL OUTLAY</b>	<b>1,256,295</b>	<b>1,029,525</b>	<b>1,152,082</b>	<b>1,558,200</b>	<b>2,000,000</b>
<b>TOTAL</b>	<b>36,794,423</b>	<b>37,665,469</b>	<b>37,593,841</b>	<b>40,355,899</b>	<b>43,412,685</b>
<b>ENDING FUND BALANCE</b>	<b>24,074,048</b>	<b>28,903,031</b>	<b>29,548,041</b>	<b>33,828,656</b>	<b>36,267,496</b>





**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX FUND-POLICE**  
**POLICE DEPARTMENT**  
**Police Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3443001-510040	REGULAR	15,937,380	16,583,560	16,486,327	17,268,508	18,045,591
3443001-510050	VARIABLE PAY	-	2,500	2,186	2,500	2,500
3443001-510080	PART TIME & TEMPORARY	53,620	29,000	93,800	121,281	90,000
3443001-510100	COMPENSATORY TIME (OT)	186,411	200,000	174,657	200,000	200,000
3443001-510110	OVERTIME	1,179,905	1,117,380	1,117,300	1,217,400	1,237,800
3443001-510190	INJURY PAY	19,392	-	14,000	-	-
SALARIES AND WAGES		17,376,708	17,932,440	17,888,271	18,809,689	19,575,891
3443001-520100	LONGEVITY	816,978	625,275	608,025	633,500	681,200
3443001-520120	EDUCATION/PERFORMANCE	157,300	155,000	155,500	149,400	155,500
3443001-520210	SOCIAL SECURITY	1,362,856	1,419,665	1,426,862	1,350,514	1,561,563
3443001-520220	RETIREMENT	76,500	78,168	81,709	80,334	83,974
3443001-520230	PENSION (POLICE)	4,287,330	2,331,217	2,504,358	2,221,654	2,740,625
3443001-520260	INSURANCE	2,645,982	2,932,188	2,909,090	3,122,332	3,278,449
3443001-520270	UNIFORM MAINTENANCE	480	240	680	480	680
3443001-520280	UNIFORM ALLOWANCE	262,800	261,000	277,200	280,000	308,000
3443001-520410	CELL PHONE ALLOWANCE	961	960	780	960	1,000
EMPLOYEE BENEFITS		9,611,186	7,803,713	7,964,205	7,839,175	8,810,990
PERSONNEL SERVICES		26,987,895	25,736,153	25,852,476	26,648,864	28,386,881
3443001-530110	REG. FEES & CERTIFICATION	76,921	111,500	111,500	121,100	121,100
3443001-530850	MEMBERSHIP DUES	4,742	8,300	8,200	8,200	8,200
3443001-530870	PROFESSIONAL SERVICES	254,718	157,700	163,900	156,500	162,900
PROF & TECH SERVICES		336,381	277,500	283,600	285,800	292,200
3443001-540070	BUILDING MAINTENANCE	192,649	211,700	219,700	262,100	266,200
3443001-540200	VEHICLE REPAIR	160,485	85,000	126,000	145,000	146,000
3443001-540280	MISC CONTRACT SERVICES	9,657	7,000	7,000	8,200	8,200
3443001-540290	OTHER EQUIPMENT REPAIR	5,849	18,000	7,400	16,100	16,600
3443001-540330	OTHER RENTAL	6,996	13,900	12,300	14,300	14,400
3443001-540500	RADIO MAINT	989	6,000	2,000	6,000	6,500
3443001-540550	MAINTENANCE SERVICES	241,413	602,900	707,000	809,900	1,043,500
PROPERTY SERVICES		618,038	944,500	1,081,400	1,261,600	1,501,400
3443001-550030	TRAVEL & EXPENSES	106,051	104,800	104,800	120,600	132,600
3443001-550100	SERVICE CONTRACT	32,000	36,600	35,600	36,600	36,600
3443001-550220	TELEPHONE	179,028	205,000	200,000	227,000	249,700
3443001-550240	UTILITIES (ONG)	33,613	42,500	42,000	46,800	51,500
3443001-550250	UTILITIES (PSO)	221,964	243,000	243,000	303,600	334,000
3443001-550280	CONTRACT SERVICES	9,164	24,700	17,300	25,000	25,000
3443001-550360	PRINTING SERVICES	1,056	6,500	5,000	7,500	8,500
3443001-550390	POSTAGE	404	700	900	1,500	1,600
3443001-550540	OUTSIDE DATA SERVICES	137,748	172,400	172,400	182,000	209,500
3443001-550890	EMPLOYEE/CITIZEN ACTIVITY	12,252	13,800	13,800	14,600	14,900
OTHER SERVICES		733,279	850,000	834,800	965,200	1,063,900
3443001-560030	OFFICE SUPPLIES	9,570	14,000	14,000	14,500	14,500
3443001-560100	UNIFORMS	55,665	140,000	139,600	95,700	100,900
3443001-560110	PROTECTIVE CLOTHING	62,757	78,000	78,100	133,700	116,700
3443001-560180	BLDG MATERIAL & SUPPLIES	14,260	21,000	33,200	36,000	26,000
3443001-560190	TIRES & TUBES	45,064	50,000	50,000	55,000	60,000
3443001-560200	VEHICLE REPAIR PARTS	117,491	136,000	102,400	146,000	152,000
3443001-560210	FUEL & LUBRICANTS	444,097	523,400	490,000	575,800	633,400
3443001-560230	MATERIAL & SUPPLIES	47,369	72,700	69,500	76,900	82,800
3443001-560240	OTHER EQUIPMENT	170,711	620,300	478,600	541,000	540,700
3443001-560280	BOOKS, MAGS, & SUBSCRIPT.	457	4,200	2,700	4,700	4,700
3443001-560300	JANITORIAL SUPPLIES	431	3,600	1,200	3,600	3,600
3443001-560320	FIRING RANGE SUPPLIES	185,108	319,100	296,100	281,500	274,900
3443001-560470	CANINE UNIT EXPENSE	7,804	6,500	6,500	7,800	7,800
3443001-560480	MOUNTPATROL EXPENSE	39,656	10,700	10,700	7,800	10,700
3113001-560500	RADIO MAINTENANCE	3,315	4,500	4,800	6,500	7,500
3443001-560550	CRIME LAB SUPPLIES	12,686	15,100	16,100	15,100	15,100
MATERIALS & SUPPLIES		1,216,440	2,019,100	1,793,500	2,001,600	2,051,300
POLICE		29,892,032	29,827,254	29,845,776	31,163,064	33,295,681



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX FUND-POLICE**  
**POLICE DEPARTMENT**  
**Communication Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3443006-510040	REGULAR	1,616,555	1,864,088	1,761,727	2,084,085	2,178,495
3443006-510050	VARIABLE PAY	-	-	1,313	1,500	1,500
3443006-510100	COMPENSATORY TIME	-	-	1,500	2,000	2,000
3443006-510110	OVERTIME	241,768	200,000	237,658	250,000	250,000
3443006-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<u>1,858,323</u>	<u>2,064,088</u>	<u>2,002,198</u>	<u>2,337,585</u>	<u>2,431,995</u>
3443006-520100	LONGEVITY	42,650	42,500	30,625	32,250	35,675
3443006-520120	EDUCATION/PERFORMANCE	3,838	3,900	6,500	6,600	6,500
3443006-520210	SOCIAL SECURITY	137,724	161,154	153,168	156,431	186,048
3443006-520220	RETIREMENT	155,853	157,813	169,325	178,950	187,002
3443006-520230	PENSION (POLICE)	37,374	39,047	41,154	42,489	44,413
3443006-520260	INSURANCE	360,722	504,784	368,638	442,381	663,571
3443006-520280	UNIFORM ALLOWANCE	1,800	2,500	3,600	3,600	3,600
3443006-520410	CELL PHONE ALLOWANCE	960	-	960	960	1,000
<b>EMPLOYEE BENEFITS</b>		<u>740,920</u>	<u>911,698</u>	<u>773,971</u>	<u>863,660</u>	<u>1,127,810</u>
<b>PERSONNEL SERVICES</b>		<u>2,599,242</u>	<u>2,975,786</u>	<u>2,776,168</u>	<u>3,201,246</u>	<u>3,559,804</u>
3443006-530110	REG. FEES & CERTIFICATION	18,533	44,000	32,600	35,000	42,700
3443006-530850	MEMBERSHIP DUES	1,403	3,500	3,500	4,200	4,600
3443006-530870	PROFESSIONAL SERVICES	7,301	17,800	18,400	18,600	19,500
<b>PROF &amp; TECH SERVICES</b>		<u>27,237</u>	<u>65,300</u>	<u>54,500</u>	<u>57,800</u>	<u>66,800</u>
3443006-540330	OTHER RENTAL	968	1,700	1,700	1,800	1,900
3443006-540500	RADIO MAINTENANCE-OUTSIDE	-	3,400	2,500	3,600	3,700
3443006-540550	MAINTENANCE SERVICES	125,735	384,000	395,100	452,200	454,000
<b>PROPERTY SERVICES</b>		<u>126,703</u>	<u>389,100</u>	<u>399,300</u>	<u>457,600</u>	<u>459,600</u>
3443006-550030	TRAVEL & EXPENSES	21,765	30,600	30,000	34,100	35,800
3443006-550220	TELEPHONE	193,997	226,000	226,000	363,000	388,000
3443006-550280	CONTRACT SERVICES	-	-	-	400	400
3443006-550540	OUTSIDE DATA SERVICES	64,047	33,200	33,200	35,200	37,000
3443006-550890	EMPLOYEE/CITIZENS ACTIVITY	1,273	2,600	2,600	2,600	2,900
<b>OTHER SERVICES</b>		<u>281,082</u>	<u>292,400</u>	<u>291,800</u>	<u>435,300</u>	<u>464,100</u>
3443006-560030	OFFICE SUPPLIES	401	3,400	3,400	3,400	3,600
3443006-560100	UNIFORMS	1,102	3,800	3,800	4,300	4,500
3443006-560230	MATERIAL & SUPPLIES	177	5,700	5,700	6,000	6,300
3443006-560240	OTHER EQUIPMENT	580	18,400	18,400	29,700	18,900
3443006-560280	BOOKS, MAGS, & SUBSCRIPT.	1,017	3,100	3,100	3,300	3,400
3443006-560500	RADIO MAINTENANCE	-	8,700	4,000	8,700	9,600
<b>MATERIAL &amp; SUPPLIES</b>		<u>3,276</u>	<u>43,100</u>	<u>38,400</u>	<u>55,400</u>	<u>46,300</u>
<b>COMMUNICATIONS</b>		<u>3,037,541</u>	<u>3,765,686</u>	<u>3,560,168</u>	<u>4,207,346</u>	<u>4,596,604</u>



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX FUND-POLICE**  
**POLICE DEPARTMENT**  
**Emergency Management Services**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3443003-510040	REGULAR	-	-	-	120,295	125,468
3443003-510050	VARIABLE PAY	-	-	-	-	-
3443003-510080	PART TIME & TEMPORARY	-	-	-	-	-
3443003-510100	COMPENSATORY TIME (OT)	-	-	-	-	-
3443003-510110	OVERTIME	-	-	-	-	-
3443003-510190	INJURY PAY	-	-	-	-	-
SALARIES AND WAGES		-	-	-	120,295	125,468
3443003-520100	LONGEVITY	-	-	-	1,000	1,100
3443003-520120	EDUCATION/PERFORMANCE	-	-	-	-	-
3443003-520210	SOCIAL SECURITY	-	-	-	9,203	9,598
3443003-520220	RETIREMENT	-	-	-	12,030	12,547
3443003-520230	PENSION (POLICE)	-	-	-	-	-
3443003-520260	INSURANCE	-	-	-	21,137	22,194
3443003-520270	UNIFORM MAINTENANCE	-	-	-	-	-
3443003-520280	UNIFORM ALLOWANCE	-	-	-	-	-
3443003-520410	CELL PHONE ALLOWANCE	-	-	-	-	-
EMPLOYEE BENEFITS		-	-	-	43,369	45,439
<b>PERSONNEL SERVICES</b>		-	-	-	163,664	170,907
3443003-530110	REG. FEES & CERTIFICATION	-	-	-	2,800	3,000
3443003-530850	MEMBERSHIP DUES	-	-	-	600	600
3443003-530870	PROFESSIONAL SERVICES	-	-	-	-	-
<b>PROF &amp; TECH SERVICES</b>		-	-	-	3,400	3,600
3443003-540070	BUILDING MAINTENANCE	-	-	-	-	-
3443003-540200	VEHICLE REPAIR	-	-	-	1,200	1,200
3443003-540280	MISC CONTRACT SERVICES	-	-	-	-	-
3443003-540290	OTHER EQUIPMENT REPAIR	-	-	-	-	-
3443003-540330	OTHER RENTAL	-	-	-	-	-
3443003-540500	RADIO MAINT	-	-	-	800	800
3443003-540550	MAINTENANCE SERVICES	-	-	-	2,800	2,800
<b>PROPERTY SERVICES</b>		-	-	-	4,800	4,800
3443003-550030	TRAVEL & EXPENSES	-	-	-	9,600	9,100
3443003-550100	SERVICE CONTRACT	-	-	-	-	-
3443003-550220	TELEPHONE	-	-	-	500	500
3443003-550360	PRINTING SERVICES	-	-	-	200	200
3443003-550390	POSTAGE	-	-	-	-	-
3443003-550540	OUTSIDE DATA SERVICES	-	-	-	2,500	2,500
3443003-550890	EMPLOYEE/CITIZEN ACTIVITY	-	-	-	-	-
<b>OTHER SERVICES</b>		-	-	-	12,800	12,300
3443003-560030	OFFICE SUPPLIES	-	-	-	300	300
3443003-560100	UNIFORMS	-	-	-	150	150
3443003-560110	PROTECTIVE CLOTHING	-	-	-	-	-
3443003-560180	BLDG MATERIAL & SUPPLIES	-	-	-	-	-
3443003-560190	TIRES & TUBES	-	-	-	3,500	1,200
3443003-560200	VEHICLE REPAIR PARTS	-	-	-	250	250
3443003-560210	FUEL & LUBRICANTS	-	-	-	4,500	4,800
3443003-560230	MATERIAL & SUPPLIES	-	-	-	3,100	3,100
3443003-560240	OTHER EQUIPMENT	-	-	-	-	-
3443003-560280	BOOKS, MAGS, & SUBSCRIPT.	-	-	-	-	-
3443003-560300	JANITORIAL SUPPLIES	-	-	-	-	-
3443003-560500	RADIO MAINTENANCE	-	-	-	8,000	8,000
<b>MATERIALS &amp; SUPPLIES</b>		-	-	-	19,800	17,800
<b>POLICE</b>		-	-	-	204,464	209,407



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX FUND-POLICE**  
**POLICE DEPARTMENT**  
**Jail Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3443008-510040	REGULAR	856,858	876,169	897,972	925,845	967,785
3443008-510050	VARIABLE PAY PROGRAM	-	-	2,530	2,600	2,600
3443008-510110	OVERTIME	41,332	55,000	40,469	60,000	65,000
<b>SALARIES AND WAGES</b>		<b>898,190</b>	<b>931,169</b>	<b>940,971</b>	<b>988,445</b>	<b>1,035,385</b>
3443008-520100	LONGEVITY	6,300	6,500	7,400	7,100	9,500
3443008-520120	EDUCATION/PERFORMANCE	7,450	5,800	5,200	3,600	5,200
3443008-520210	SOCIAL SECURITY	68,027	71,732	72,550	69,885	79,934
3443008-520220	RETIREMENT	92,272	93,607	94,097	94,825	103,539
3443008-520260	INSURANCE	235,046	257,365	241,222	224,864	337,296
3443008-520270	UNIFORM MAINTENANCE	14,325	16,000	14,363	16,000	16,000
<b>EMPLOYEE BENEFITS</b>		<b>423,420</b>	<b>451,003</b>	<b>434,832</b>	<b>416,274</b>	<b>551,469</b>
<b>PERSONNEL SERVICES</b>		<b>1,321,610</b>	<b>1,382,173</b>	<b>1,375,803</b>	<b>1,404,718</b>	<b>1,586,854</b>
3443008-530110	REG. FEES & CERTIFICATION	2,887	9,700	10,000	13,200	10,800
3443008-530840	MEDICAL VACCINATION	-	300	300	300	300
3443008-530850	MEMBERSHIP DUES	350	300	300	300	300
3443008-530870	PROFESSIONAL SERVICES	18,202	24,000	22,000	24,500	27,100
<b>PROF &amp; TECH SERVICES</b>		<b>21,439</b>	<b>34,300</b>	<b>32,600</b>	<b>38,300</b>	<b>38,500</b>
3443008-540070	BUILDING MAINTENANCE	45,224	50,500	50,500	53,000	55,900
3443008-540330	OTHER RENTAL	1,303	1,800	1,800	1,800	2,000
3443008-540550	MAINTENANCE SERVICES	380	1,400	1,400	1,600	1,600
<b>PROPERTY SERVICES</b>		<b>46,906</b>	<b>53,700</b>	<b>53,700</b>	<b>56,400</b>	<b>59,500</b>
3443008-550030	TRAVEL & EXPENSES	8,020	10,000	8,000	12,000	13,000
3443008-550280	CONTRACT SERVICES	-	-	-	1,500	1,500
<b>OTHER SERVICES</b>		<b>8,020</b>	<b>10,000</b>	<b>8,000</b>	<b>13,500</b>	<b>14,500</b>
3443008-560030	OFFICE SUPPLIES	1,710	3,500	3,500	3,800	3,900
3443008-560100	UNIFORMS	1,633	8,000	5,000	8,000	8,400
3443008-560110	PROTECTIVE CLOTHING	2,864	5,000	4,000	5,500	6,000
3443008-560180	BLDG MATERIAL & SUPPLIES	1,678	5,000	5,000	5,500	6,000
3443008-560230	MATERIAL & SUPPLIES	41,638	88,400	73,400	92,400	95,400
3443008-560240	OTHER EQUIPMENT	12,588	18,900	18,100	22,500	24,100
3443008-560300	JANITORIAL SUPPLIES	845	5,500	5,500	5,500	5,800
<b>MATERIALS &amp; SUPPLIES</b>		<b>62,956</b>	<b>134,300</b>	<b>114,500</b>	<b>143,200</b>	<b>149,600</b>
<b>JAIL OPERATIONS</b>		<b>1,460,931</b>	<b>1,614,473</b>	<b>1,584,603</b>	<b>1,656,118</b>	<b>1,848,954</b>



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX FUND-POLICE**  
**POLICE DEPARTMENT**  
**Animal Control Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3443009-510040	REGULAR	352,354	413,416	417,885	467,232	487,323
3443009-510050	VARIABLE PAY PROGRAM	-	1,000	580	1,000	1,000
3443009-510110	OVERTIME	28,660	22,500	27,946	28,000	28,000
3443009-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>381,013</b>	<b>436,916</b>	<b>446,412</b>	<b>496,232</b>	<b>516,323</b>
3443009-520100	LONGEVITY	5,200	5,800	5,000	5,400	6,800
3443009-520120	EDUCATION PERFORMANCE	1,800	1,900	1,950	1,800	1,950
3443009-520210	SOCIAL SECURITY	27,955	33,868	34,533	33,955	40,019
3443009-520220	RETIREMENT	39,254	43,692	44,641	47,984	51,632
3443009-520260	INSURANCE	123,231	145,777	154,949	174,805	192,286
3443009-520270	UNIFORM MAINTENANCE	5,438	7,500	6,825	7,000	7,000
<b>EMPLOYEE BENEFITS</b>		<b>202,878</b>	<b>238,536</b>	<b>247,898</b>	<b>270,944</b>	<b>299,687</b>
<b>PERSONNEL SERVICES</b>		<b>583,892</b>	<b>675,452</b>	<b>694,309</b>	<b>767,176</b>	<b>816,010</b>
3443009-530110	REG. FEES & CERTIFICATION	1,457	2,400	2,400	2,400	2,400
3443009-530840	MEDICAL VACCINATIONS	-	2,300	2,300	2,300	2,300
3443009-530850	MEMBERSHIP DUES	195	200	200	300	300
3443009-530870	PROFESSIONAL SERVICES	42,130	75,000	74,500	80,000	85,000
<b>PROF &amp; TECH SERVICES</b>		<b>43,782</b>	<b>79,900</b>	<b>79,400</b>	<b>85,000</b>	<b>90,000</b>
3443009-540070	BUILDING MAINTENANCE	52,782	41,000	42,100	54,000	57,500
3443009-540200	VEHICLE REPAIR	229	5,000	4,000	5,000	5,000
3443009-540290	OTHER EQUIPMENT REPAIR	714	3,000	13,000	10,000	10,000
3443009-540330	OTHER RENTAL	345	2,300	2,300	2,400	2,400
3443009-540550	MAINTENANCE SERVICES	1,209	1,500	1,500	1,700	1,900
<b>PROPERTY SERVICES</b>		<b>55,279</b>	<b>52,800</b>	<b>62,900</b>	<b>73,100</b>	<b>76,800</b>
3443009-550030	TRAVEL & EXPENSES	60	3,000	2,600	3,000	3,000
3443009-550220	TELEPHONE	1,261	1,600	1,600	1,800	1,800
3443009-550240	UTILITIES (ONG)	10,995	12,000	12,000	13,200	13,200
3443009-550250	UTILITIES (PSO)	22,273	30,500	30,500	33,600	35,000
3443009-550370	TEMP SERVICES	-	3,000	3,000	3,000	3,000
3443009-550540	OUTSIDE DATA SERVICES	1,582	2,900	2,600	3,200	3,200
3443009-550550	CREDIT CARD CHARGES	731	1,000	1,000	1,000	1,000
<b>OTHER SERVICES</b>		<b>36,901</b>	<b>54,000</b>	<b>53,300</b>	<b>58,800</b>	<b>60,200</b>
3443009-560030	OFFICE SUPPLIES	635	1,200	1,200	1,200	1,200
3443009-560100	UNIFORMS	2,102	2,500	2,500	2,500	2,500
3443009-560110	PROTECTIVE CLOTHING	240	3,000	3,000	3,000	3,000
3443009-560180	BLDG MATERIAL & SUPPLIES	2,663	3,500	3,500	3,700	3,700
3443009-560190	TIRES & TUBES	1,907	3,000	3,000	3,300	3,500
3443009-560200	VEHICLE REPAIR PARTS	3,547	4,200	5,000	10,000	10,000
3443009-560210	FUEL & LUBRICANTS	8,270	13,000	13,000	14,300	15,000
3443009-560230	MATERIAL & SUPPLIES	22,698	61,200	56,200	65,000	69,300
3443009-560240	OTHER EQUIPMENT	3,811	53,000	6,100	6,000	6,600
3443009-560300	JANITORIAL SUPPLIES	2,291	5,300	5,300	5,300	5,300
<b>MATERIAL &amp; SUPPLIES</b>		<b>48,164</b>	<b>149,900</b>	<b>98,800</b>	<b>114,300</b>	<b>120,100</b>
<b>ANIMAL CONTROL</b>		<b>768,018</b>	<b>1,012,052</b>	<b>988,709</b>	<b>1,098,376</b>	<b>1,163,110</b>



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX FUND-POLICE**  
**POLICE DEPARTMENT**  
**Records Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3443010-510040	REGULAR	233,510	243,923	279,946	279,066	291,066
3443010-510050	VARIABLE PAY PROGRAM	-	-	800	1,000	1,000
3443010-510110	OVERTIME	20,034	26,000	20,000	29,000	32,000
SALARIES AND WAGES		<u>253,544</u>	<u>269,923</u>	<u>300,746</u>	<u>309,066</u>	<u>324,066</u>
3443010-520100	LONGEVITY	3,600	3,700	3,700	4,300	3,900
3443010-520120	EDUCATION/PERFORMANCE	1,200	1,500	1,300	1,200	1,300
3443010-520210	SOCIAL SECURITY	18,848	20,932	23,290	2,042	25,089
3443010-520220	RETIREMENT	25,824	27,362	30,075	28,456	32,407
3443010-520260	INSURANCE	59,536	59,563	71,192	80,166	84,174
EMPLOYEE BENEFITS		<u>109,009</u>	<u>113,057</u>	<u>129,557</u>	<u>116,164</u>	<u>146,870</u>
<b>PERSONNEL SERVICES</b>		<u>362,552</u>	<u>382,980</u>	<u>430,303</u>	<u>425,231</u>	<u>470,936</u>
3443010-530110	REG. FEES & CERTIFICATION	2,189	2,800	2,800	3,200	3,500
<b>PROF &amp; TECH SERVICES</b>		<u>2,189</u>	<u>2,800</u>	<u>2,800</u>	<u>3,200</u>	<u>3,500</u>
3443010-540280	MISC CONTRACT SERVICES	135	800	800	1,000	1,000
3443010-540330	OTHER RENTAL	1,896	2,500	2,400	2,800	3,100
3443010-540550	MAINT SERVICES	-	1,800	1,800	2,000	2,200
<b>PROPERTY SERVICES</b>		<u>2,031</u>	<u>5,100</u>	<u>5,000</u>	<u>5,800</u>	<u>6,300</u>
3443010-550030	TRAVEL & EXPENSES	5,558	10,700	9,700	11,700	11,700
<b>OTHER SERVICES &amp; CHARGES</b>		<u>5,558</u>	<u>10,700</u>	<u>9,700</u>	<u>11,700</u>	<u>11,700</u>
3443010-560030	OFFICE SUPPLIES	1,057	4,600	4,600	4,600	4,600
3443010-560230	MATERIAL & SUPPLIES	68	3,300	3,300	3,300	3,300
3443010-560240	OTHER EQUIPMENT	6,150	7,000	6,800	14,500	8,000
<b>MATERIALS &amp; SUPPLIES</b>		<u>7,276</u>	<u>14,900</u>	<u>14,700</u>	<u>22,400</u>	<u>15,900</u>
<b>RECORDS</b>		<u>379,606</u>	<u>416,480</u>	<u>462,503</u>	<u>468,331</u>	<u>508,336</u>
<b>POLICE</b>		<u><u>35,538,128</u></u>	<u><u>36,635,944</u></u>	<u><u>36,441,760</u></u>	<u><u>38,797,699</u></u>	<u><u>41,412,685</u></u>



CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
CAPITAL OUTLAY  
POLICE SALES TAX FUND  
FUND 344

	PROJECT NUMBER	FISCAL YEAR 2026	2027
<b>FY2025 CARRYOVERS:</b>			
<b>3443001-570170-MISC CAPITAL OUTLAY</b>			
ALPRS-AUTO LICENSE PLATE READERS	2530070	204,000	
14 COMBO CAMERAS FOR 17 INTERSECTIONS	2530080	76,000	
<b>TOTAL CARRYOVERS</b>		<b>280,000</b>	
<b>FY26 &amp; 27 PROJECTS:</b>			
<b>3443001-570150 CONSTRUCTION</b>			
TRAINING CENTER ROOF REPLACEMENT (EPDM PORTION)		90,000	
<b>TOTAL CONSTRUCTION</b>		<b>90,000</b>	
<b>3443001-570170 MISC CAPITAL OUTLAY</b>			
DIGITAL EVIDENCE STORAGE		232,000	
4 WAY PTZ CAMERAS 15 UNITS		85,500	
PATROL SHIELDS 15 UNITS		37,500	
SOT SNIPER & MEDIC ARMOUR		8,000	
PATROL DRONE REPLACEMENT		30,000	
DOT DRONE REPLACEMENT		20,000	
SOT RIFLES SUPPRESSORS		15,000	
LIDARS-TRAFFIC ENFORCEMENT DEVICES		5,700	
SRT HELMETS W/COMM		1,500	
FURNITURE REPLACEMENT		75,000	
TRAILER CAMERA		60,000	
<b>TOTAL CAPITAL OUTLAY</b>		<b>570,200</b>	-
<b>TOTAL PATROL</b>		<b>660,200</b>	-
<b>3443003-570170-MISC CAPITAL</b>			
ENCRYPT THE RADIO COMMUNICATION		398,000	
<b>TOTAL MISC CAPITAL</b>		<b>398,000</b>	
<b>3443003-570180 COMM EQUIPMENT</b>			
RADIO AND EQUIPMENT REPLACEMENT		35,000	
FIRSTNET MINICRD-PROVIDES EMERGENCY COMMUNICATION		35,000	
<b>TOTAL COMMUNICATION EQUIPMENT</b>		<b>70,000</b>	
<b>3443309-570150-PROPERTY/CONST</b>			
INCENERATOR REBUILD		150,000	
<b>TOTAL ANIMAL CONTROL</b>		<b>150,000</b>	
<b>TOTAL POLICE</b>		<b>1,558,200</b>	-



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**FIRE SALES TAX FUND**  
**FUND 345**

**DIVISIONS:**

Fire Suppression  
Emergency Medical Services

Training  
Fire Prevention

**Description:**

A Special Revenue Fund created for the purpose of funding the staffing of public safety personnel and the acquisition of and replacement of public safety vehicles, equipment, technology and apparatus. The funding will come from one-half of the three tenths of one percent (0.30%) tax effective January 1, 2017 as well as the transfer of 30.7% of General Fund Revenues exclusive of Other Financing Sources. The other half of the tax will be accounted for in the Police Sales Tax Fund (Fund 044).

**PURPOSE:**

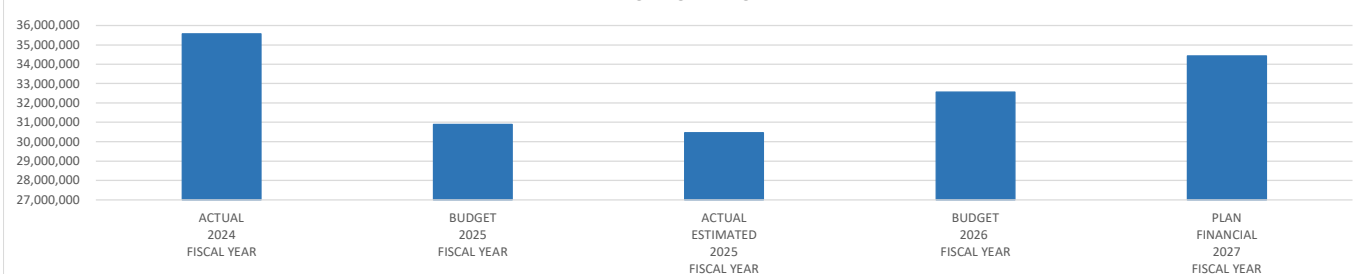
To protect the life, health, property and the environment of the community by delivering quality fire safety services through the Fire Suppression, Fire Prevention and Emergency Medical Services. These are met through promoting fire safety education to the community; responding promptly to rescues, fires and medical emergencies; and ensuring that Department actions are safe, professional and in harmony with the needs of the community.

	<b>FY 2024</b>	<b>FY 2025</b>	<b>FY 2026</b>
Total Sworn Positions	173	175	175
Total Non Sworn Positions	4	5	6
Total Part Time	1	1	1

**FINANCIAL HIGHLIGHTS**

	<b>FISCAL YEAR 2024 ACTUAL</b>	<b>FISCAL YEAR 2025 BUDGET</b>	<b>FISCAL YEAR 2025 ESTIMATED ACTUAL</b>	<b>FISCAL YEAR 2026 BUDGET</b>	<b>FISCAL YEAR 2027 FINANCIAL PLAN</b>
<b>REVENUES:</b>					
Sales Tax	3,022,010	3,067,340	3,157,572	3,204,936	3,253,010
Intergovernmental	6,511,635	-	15,670	924,552	985,491
Misc. Donations	5,450	3,000	12,000	3,000	3,000
Miscellaneous	5,643	5,000	15,000	5,000	5,000
Interest	158,028	75,000	176,720	75,000	75,000
<b>TOTAL REVENUE</b>	<b>9,702,767</b>	<b>3,150,340</b>	<b>3,376,962</b>	<b>4,212,488</b>	<b>4,321,501</b>
<b>OTHER FINANCING SOURCES</b>					
Transfers In:					
Transfer from bond sale	700,000	-	-	-	-
General Fund	28,006,499	28,721,181	29,823,097	30,283,118	31,085,972
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>28,706,499</b>	<b>28,721,181</b>	<b>29,823,097</b>	<b>30,283,118</b>	<b>31,085,972</b>
<b>TOTAL REVENUES AND OTHER SOURCES</b>	<b>38,409,266</b>	<b>31,871,521</b>	<b>33,200,059</b>	<b>34,495,606</b>	<b>35,407,472</b>
<b>BEGINNING FUND BALANCE</b>	<b>9,629,402</b>	<b>12,469,015</b>	<b>12,469,015</b>	<b>15,209,226</b>	<b>17,146,830</b>
<b>TOTAL SOURCES</b>	<b>48,038,668</b>	<b>44,340,536</b>	<b>45,669,074</b>	<b>49,704,832</b>	<b>52,554,302</b>
<b>PERSONNEL SERVICES</b>					
SALARIES & WAGES	19,014,270	20,151,357	19,913,129	21,532,695	22,436,947
EMPLOYEE BENEFITS	13,600,587	7,373,185	7,545,810	7,665,856	8,520,894
<b>TOTAL PERSONNEL SERVICES</b>	<b>32,614,858</b>	<b>27,524,543</b>	<b>27,458,938</b>	<b>29,198,552</b>	<b>30,957,841</b>
<b>OTHER SERVICES &amp; CHARGES</b>					
PROF & TECH SERVICES	636,018	694,000	466,460	668,300	682,000
PROPERTY SERVICES	720,532	971,200	819,200	548,600	565,800
OTHER SERVICES	315,174	326,200	328,650	701,250	716,450
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,671,724</b>	<b>1,991,400</b>	<b>1,614,310</b>	<b>1,918,150</b>	<b>1,964,250</b>
<b>MATERIALS &amp; SUPPLIES</b>	<b>1,237,142</b>	<b>1,376,900</b>	<b>1,386,600</b>	<b>1,441,300</b>	<b>1,498,500</b>
<b>CAPITAL OUTLAY</b>	<b>45,930</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL</b>	<b>35,569,653</b>	<b>30,892,843</b>	<b>30,459,848</b>	<b>32,558,002</b>	<b>34,420,591</b>
<b>ENDING FUND BALANCE</b>	<b>12,469,015</b>	<b>13,447,693</b>	<b>15,209,226</b>	<b>17,146,830</b>	<b>18,133,711</b>

**FIRE SALES TAX FUND**





**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX - FIRE**  
**FIRE DEPARTMENT**  
**Fire Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3453501-510040	REGULAR	10,146,344	10,758,572	10,393,718	11,294,339	11,789,031
3453501-510050	VARIABLE PAY PROGRAM	-	-	1,600	1,600	1,600
3453501-510080	SALARIES PART-TIME	-	-	-	-	-
3453501-510110	OVERTIME	273,481	320,000	322,543	320,000	320,000
3453501-510120	CALLBACK	570,344	700,000	660,007	700,000	721,000
3453501-510190	INJURY PAY	520	-	15,000	-	-
SALARIES AND WAGES		<u>10,990,689</u>	<u>11,778,572</u>	<u>11,392,868</u>	<u>12,315,939</u>	<u>12,831,631</u>
3453501-520100	LONGEVITY	570,344	441,625	387,800	404,800	433,375
3453501-520120	EDUCATION/PERFORMANCE	373,428	385,000	373,068	392,160	385,000
3453501-520140	PENSION (FIRE)	8,019,573	1,655,493	1,701,523	1,649,242	1,911,001
3453501-520210	SOCIAL SECURITY	187,316	226,370	218,743	194,158	246,367
3453501-520220	RETIREMENT	17,510	17,785	18,500	31,196	32,609
3453501-520260	INSURANCE	1,476,056	1,691,320	1,563,410	1,702,508	1,779,632
3453501-520410	CELL PHONE ALLOWANCE	2,512	2,485	3,363	3,432	3,500
EMPLOYEE BENEFITS		<u>10,646,738</u>	<u>4,420,079</u>	<u>4,266,406</u>	<u>4,377,496</u>	<u>4,791,484</u>
<b>PERSONNEL SERVICES</b>		<u>21,637,427</u>	<u>16,198,651</u>	<u>15,659,274</u>	<u>16,693,435</u>	<u>17,623,115</u>
3453501-530020	PHYSICAL EXAMS	72,204	70,000	50,000	75,000	77,300
3453501-530110	REG. FEES & CERTIFICATION	106,019	80,000	110,000	115,000	120,000
3453501-530850	MEMBERSHIP DUES	16,085	13,400	16,660	18,000	18,600
3453501-530870	PROFESSIONAL SERVICES	223,279	380,000	200,000	280,000	280,000
<b>PROF &amp; TECH SERVICES</b>		<u>417,587</u>	<u>543,400</u>	<u>376,660</u>	<u>488,000</u>	<u>495,900</u>
3453501-540070	BUILDING MAINTENANCE	66,981	70,000	85,000	85,000	87,600
3453501-540200	VEHICLE REPAIR	50,622	77,300	77,300	79,700	82,100
3453501-540280	MISC. CONTRACT SERVICES	3,415	4,400	2,000	4,400	4,600
3453501-540290	OTHER EQUIPMENT REPAIR	15,903	9,100	10,100	9,400	9,700
3453501-540330	OTHER RENTAL	11,724	9,300	12,000	12,000	12,400
3453501-540500	RADIO MAINTENANCE-OUTSIDE	17,040	8,300	5,000	8,600	8,900
3453501-540550	MAINTENANCE SERVICES	94,166	193,700	133,000	140,000	144,200
<b>PROPERTY SERVICES</b>		<u>259,851</u>	<u>372,100</u>	<u>324,400</u>	<u>339,100</u>	<u>349,500</u>
3453501-550030	TRAVEL & EXPENSES	28,296	28,900	28,900	35,000	40,000
3453501-550220	TELEPHONE	8,590	7,500	7,500	7,800	8,100
3453501-550240	UTILITIES (ONG)	35,992	42,000	42,000	43,300	44,600
3453501-550250	UTILITIES (PSO)	86,910	105,000	105,000	108,200	111,500
3453501-550360	PRINTING SERVICES	293	-	1,000	1,000	1,000
3453501-550390	POSTAGE	1,334	1,900	1,900	2,000	2,100
3453501-550540	OUTSIDE DATA SERVICES	82,750	56,700	56,700	58,500	60,300
3453501-550860	MISCELLANEOUS	15,000	-	-	-	-
3453501-550890	EMPLOYEE/CITIZEN ACTIVITY	20,054	19,000	23,000	23,000	24,000
OTHER SERVICES		<u>279,219</u>	<u>261,000</u>	<u>266,000</u>	<u>278,800</u>	<u>291,600</u>
<b>OTHER SERVICES &amp; CHARGES</b>		<u>956,657</u>	<u>1,176,500</u>	<u>967,060</u>	<u>1,105,900</u>	<u>1,137,000</u>
3453501-560030	OFFICE SUPPLIES	7,513	10,600	10,600	11,000	11,400
3453501-560100	UNIFORMS	16,898	25,000	25,000	15,800	26,600
3453501-560110	PROTECTIVE CLOTHING	52,089	40,000	40,000	41,200	42,500
3453501-560180	BLDG MATERIAL & SUPPLIES	27,646	22,100	22,100	22,800	23,500
3453501-560190	TIRES & TUBES	2,423	30,900	30,900	31,900	32,900
3453501-560200	VEHICLE REPAIR PARTS	123,027	140,000	140,000	144,200	148,600
3453501-560210	FUEL & LUBRICANTS	131,311	145,000	145,000	149,400	153,900
3453501-560220	HAZMAT TREATMENT MATERIAL	9,130	9,200	9,200	9,500	9,800
3453501-560230	MATERIAL & SUPPLIES	55,438	50,000	50,000	51,500	53,100
3453501-560240	OTHER EQUIPMENT	45,073	45,600	45,600	47,000	48,500
3453501-560270	CONCRETE & AGGREGATE	-	5,200	-	5,400	5,600
3453501-560280	BOOKS, MAGS, & SUBSCRIPT.	74	1,200	1,200	1,300	1,400
3453501-560300	JANITORIAL SUPPLIES	22,410	32,000	32,000	33,000	34,000
3453501-560310	OTHER EQUIP PARTS/MAINT	18,354	17,600	17,600	18,200	18,800
3453501-560500	RADIO MAINTENANCE	1,846	5,400	5,400	5,600	5,800
<b>MATERIALS &amp; SUPPLIES</b>		<u>513,234</u>	<u>579,800</u>	<u>574,600</u>	<u>587,800</u>	<u>616,400</u>
<b>FIRE</b>		<u>23,107,319</u>	<u>17,954,951</u>	<u>17,200,934</u>	<u>18,387,135</u>	<u>19,376,515</u>



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX - FIRE**  
**FIRE DEPARTMENT**  
**Emergency Medical Service Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3453502-510040	REGULAR	6,227,997	6,322,483	6,605,257	7,138,603	7,451,274
3453502-510110	OVERTIME	176,340	175,000	175,000	175,000	175,000
3453502-510120	CALLBACK	350,554	325,000	325,000	325,000	334,800
3453502-510190	INJURY PAY	-	-	-	-	-
<b>SALARIES AND WAGES</b>		<b>6,754,892</b>	<b>6,822,483</b>	<b>7,105,257</b>	<b>7,638,603</b>	<b>7,961,074</b>
3453502-520100	LONGEVITY	199,929	230,000	198,600	218,075	239,850
3453502-520120	EDUCATION/PERFORMANCE	313,828	245,000	320,000	314,161	320,000
3453502-520140	PENSION (FIRE)	962,899	950,822	1,067,340	1,073,918	1,192,929
3453502-520210	SOCIAL SECURITY	101,707	102,808	136,421	106,751	152,853
3453502-520260	INSURANCE	954,928	916,166	1,053,199	1,183,908	1,243,103
3453502-520410	CELL PHONE ALLOWANCE	552	960	552	552	600
<b>EMPLOYEE BENEFITS</b>		<b>2,533,843</b>	<b>2,445,755</b>	<b>2,776,112</b>	<b>2,897,364</b>	<b>3,149,335</b>
<b>PERSONNEL SERVICES</b>		<b>9,288,735</b>	<b>9,268,238</b>	<b>9,881,369</b>	<b>10,535,967</b>	<b>11,110,409</b>
3453502-530110	REG. FEES & CERTIFICATION	13,331	15,000	15,000	15,500	16,000
3453502-530850	MEMBERSHIP DUES	-	700	700	800	900
3453502-530870	PROFESSIONAL SERVICES	35,685	40,000	40,000	70,000	72,100
<b>PROF &amp; TECH SERVICES</b>		<b>49,015</b>	<b>55,700</b>	<b>55,700</b>	<b>86,300</b>	<b>89,000</b>
3453502-540200	VEHICLE REPAIR	27,425	43,800	43,800	45,200	46,600
3453502-540280	MISC. CONTRACT SERVICES	270,986	412,000	300,000	-	-
3453502-540290	OTHER EQUIPMENT REPAIR	-	2,200	2,200	4,000	4,200
3453502-540330	OTHER RENTAL	17,089	20,400	20,400	21,100	21,800
3453502-540500	RADIO MAINTENANCE	-	-	-	-	-
3453502-540550	MAINTENANCE SERVICES	118,719	92,700	92,700	110,000	113,300
<b>PROPERTY SERVICES</b>		<b>434,219</b>	<b>571,100</b>	<b>459,100</b>	<b>180,300</b>	<b>185,900</b>
3453502-550030	TRAVEL & EXPENSES	13,809	20,200	20,200	20,900	21,600
3453502-550220	TELEPHONE	319	-	200	-	-
3453502-550280	CONTRACT SERVICES	-	-	-	350,000	350,000
3453502-550540	OUTSIDE DATA SERVICES	9,937	18,200	10,000	18,800	19,400
<b>OTHER SERVICES</b>		<b>24,064</b>	<b>38,400</b>	<b>30,400</b>	<b>389,700</b>	<b>391,000</b>
3453502-560030	OFFICE SUPPLIES	475	3,300	2,000	3,400	3,600
3453502-560190	TIRES & TUBES	8,186	13,400	30,000	35,000	37,000
3453502-560200	VEHICLE REPAIR PARTS	55,292	71,700	71,700	73,900	76,200
3453502-560210	FUEL & LUBRICANTS	100,005	79,700	79,700	82,100	84,600
3453502-560230	MATERIAL & SUPPLIES	431,409	480,000	480,000	505,000	520,200
3453502-560240	OTHER EQUIPMENT	21,515	34,000	34,000	35,100	36,200
3453502-560280	BOOKS, MAGS, & SUBSCRIPT.	194	800	800	300	1,000
3453502-560310	OTHER EQUIP PARTS/MAINT	-	3,300	2,000	3,400	3,600
3453502-560500	RADIO MAINTENANCE	-	800	800	900	1,000
<b>MATERIAL &amp; SUPPLIES</b>		<b>617,076</b>	<b>687,000</b>	<b>701,000</b>	<b>739,100</b>	<b>763,400</b>
<b>EMERGENCY MEDICAL SERVICE</b>		<b>10,413,109</b>	<b>10,620,438</b>	<b>11,127,569</b>	<b>11,931,367</b>	<b>12,539,709</b>



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX -FIRE**  
**FIRE DEPARTMENT**  
**Training Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3453503-510040	REGULAR	385,482	465,487	399,327	426,562	445,246
3453503-510110	OVERTIME	68,097	30,000	84,000	84,000	86,600
3453503-510120	CALLBACK	-	84,000	2,000	-	-
<b>SALARIES AND WAGES</b>		<b>453,580</b>	<b>579,487</b>	<b>485,327</b>	<b>510,562</b>	<b>531,846</b>
3453503-520100	LONGEVITY	15,600	18,000	16,575	17,550	18,525
3453503-520120	EDUCATION/PERFORMANCE	16,625	18,000	15,000	15,000	18,000
3453503-520140	PENSION (FIRE)	58,603	69,895	72,366	64,276	79,572
3453503-520210	SOCIAL SECURITY	6,847	7,837	9,318	6,422	10,211
3453503-520260	INSURANCE	52,308	54,230	52,936	53,517	56,193
3453503-520410	CELL PHONE ALLOWANCE	1,104	1,250	1,104	1,104	1,200
<b>EMPLOYEE BENEFITS</b>		<b>151,088</b>	<b>169,211</b>	<b>167,300</b>	<b>157,869</b>	<b>183,701</b>
<b>PERSONNEL SERVICES</b>		<b>604,668</b>	<b>748,698</b>	<b>652,627</b>	<b>668,431</b>	<b>715,547</b>
3453503-530110	REG. FEES & CERTIFICATION	20,867	15,500	17,000	18,000	18,600
3453503-530850	MEMBERSHIP DUES	-	400	400	500	600
3453503-530870	PROFESSIONAL SERVICES	45,489	61,800	5,000	63,700	65,700
<b>PROF &amp; TECH SERVICES</b>		<b>66,356</b>	<b>77,700</b>	<b>22,400</b>	<b>82,200</b>	<b>84,900</b>
3453503-540070	BUILDING MAINTENANCE	225	-	-	-	-
3453503-540200	VEHICLE REPAIR	1,034	2,100	4,000	2,200	2,300
3453503-540280	MISC CONTRACT SERVICES	13,950	12,400	12,400	12,800	13,200
3453503-540290	OTHER EQUIPMENT REPAIR	228	600	600	700	800
3453503-540330	OTHER RENTAL	10,053	7,300	7,300	7,600	7,900
3453503-540500	RADIO MAINTENANCE-OUTSIDE	-	700	700	800	900
<b>PROPERTY SERVICES</b>		<b>25,489</b>	<b>23,100</b>	<b>25,000</b>	<b>24,100</b>	<b>25,100</b>
3453503-550030	TRAVEL & EXPENSES	5,719	10,300	15,000	15,000	15,500
3453503-550280	CONTRACT SERVICES	200	-	-	-	-
3453503-550360	PRINTING SERVICES	-	-	500	500	500
<b>OTHER SERVICES</b>		<b>5,919</b>	<b>10,300</b>	<b>15,500</b>	<b>15,500</b>	<b>16,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>		<b>97,764</b>	<b>111,100</b>	<b>62,900</b>	<b>121,800</b>	<b>126,000</b>
3453503-560030	OFFICE SUPPLIES	1,118	1,600	1,600	1,700	1,800
3453503-560100	UNIFORMS	17,515	15,500	18,000	16,000	16,500
3453503-560190	TIRES & TUBES	11,439	1,600	1,600	1,700	1,800
3453503-560200	VEHICLE REPAIR PARTS	15,623	4,200	4,200	4,400	4,600
3453503-560210	FUEL & LUBRICANTS	5,774	8,300	8,300	8,600	8,900
3453503-560230	MATERIAL & SUPPLIES	8,615	11,400	11,400	11,800	12,200
3453503-560240	OTHER EQUIPMENT	8,777	9,300	9,300	9,600	9,900
3453503-560270	CONCRETE & AGGREGATE	-	5,400	-	5,600	5,800
3453503-560280	BOOKS, MAGS, & SUBSCRIPT.	2,109	3,700	3,700	3,900	4,100
3453503-560500	RADIO MAINTENANCE	-	600	600	700	800
<b>MATERIAL &amp; SUPPLIES</b>		<b>70,969</b>	<b>61,600</b>	<b>58,700</b>	<b>64,000</b>	<b>66,400</b>
<b>TRAINING</b>		<b>773,400</b>	<b>921,398</b>	<b>774,227</b>	<b>854,231</b>	<b>907,947</b>



**CITY OF BROKEN ARROW**  
**PUBLIC SAFETY SALES TAX -FIRE**  
**FIRE DEPARTMENT**  
**Fire Prevention Division**

ACCOUNT NUMBER	DESCRIPTION	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
3453504-510040	REGULAR	751,334	881,916	853,676	963,591	1,005,796
3453504-510050	VARIABLE PAY PROGRAM	-	-	-	-	-
3453504-510080	PART TIME & TEMPORARY	2,655	20,000	6,500	20,000	20,000
3453504-510110	OVERTIME	44,364	40,000	65,000	84,000	86,600
3453504-510120	CALLBACK	15,009	28,900	4,400	-	-
3453504-510190	INJURY PAY	1,748	-	100	-	-
<b>SALARIES AND WAGES</b>		<u>815,109</u>	<u>970,816</u>	<u>929,676</u>	<u>1,067,591</u>	<u>1,112,396</u>
3453504-520100	LONGEVITY	34,350	36,025	35,000	36,625	38,250
3453504-520120	EDUCATION/PERFORMANCE	25,350	26,200	30,045	30,660	30,660
3453504-520140	PENSION (FIRE)	105,713	118,270	139,261	13,421	165,383
3453504-520210	SOCIAL SECURITY	16,667	18,132	17,850	18,737	21,358
3453504-520220	RETIREMENT	7,033	7,262	7,544	7,225	8,000
3453504-520260	INSURANCE	78,702	131,151	105,257	125,260	131,523
3453504-520410	CELL PHONE ALLOWANCE	1,104	1,100	1,035	1,200	1,200
<b>EMPLOYEE BENEFITS</b>		<u>268,919</u>	<u>338,140</u>	<u>335,992</u>	<u>233,127</u>	<u>396,374</u>
<b>PERSONNEL SERVICES</b>		<u>1,084,028</u>	<u>1,308,957</u>	<u>1,265,668</u>	<u>1,300,718</u>	<u>1,508,770</u>
3453504-530110	REG. FEES & CERTIFICATION	4,717	15,500	10,000	10,000	10,300
3453504-530850	MEMBERSHIP DUES	457	1,700	1,700	1,800	1,900
<b>PROF &amp; TECH SERVICES</b>		<u>5,174</u>	<u>17,200</u>	<u>11,700</u>	<u>11,800</u>	<u>12,200</u>
3453504-540200	VEHICLE REPAIR	15	1,700	7,500	1,800	1,900
3453504-540550	MAINTENANCE SERVICES	958	3,200	3,200	3,300	3,400
<b>PROPERTY SERVICES</b>		<u>973</u>	<u>4,900</u>	<u>10,700</u>	<u>5,100</u>	<u>5,300</u>
3453504-550030	TRAVEL & EXPENSES	5,912	16,500	16,500	17,000	17,600
3453504-550360	PRINTING SERVICES	60	-	250	250	250
<b>OTHER SERVICES</b>		<u>5,972</u>	<u>16,500</u>	<u>16,750</u>	<u>17,250</u>	<u>17,850</u>
3453504-560030	OFFICE SUPPLIES	1,427	2,700	2,700	2,800	2,900
3453504-560100	UNIFORMS	363	700	700	800	900
3453504-560110	PROTECTIVE CLOTHING	65	5,200	9,000	5,400	5,600
3453504-560190	TIRES & TUBES	170	1,200	1,200	1,300	1,400
3453504-560200	VEHICLE REPAIR PARTS	2,874	1,300	1,300	1,400	1,500
3453504-560210	FUEL & LUBRICANTS	5,239	2,700	2,700	2,800	2,900
3453504-560230	MATERIAL & SUPPLIES	12,173	21,000	21,000	21,700	22,400
3453504-560240	OTHER EQUIPMENT	9,708	8,000	8,000	8,300	8,600
3453504-560280	BOOKS, MAGS, & SUBSCRIPT.	1,364	3,100	3,100	3,200	3,300
3453504-560320	AMMUNITION, TARGETS/SUPPL	2,480	2,600	2,600	2,700	2,800
<b>MATERIAL &amp; SUPPLIES</b>		<u>35,863</u>	<u>48,500</u>	<u>52,300</u>	<u>50,400</u>	<u>52,300</u>
<b>FIRE PREVENTION</b>		<u>1,132,010</u>	<u>1,396,057</u>	<u>1,357,118</u>	<u>1,385,268</u>	<u>1,596,420</u>
<b>FIRE</b>		<u>35,425,838</u>	<u>30,892,844</u>	<u>30,459,848</u>	<u>32,558,002</u>	<u>34,420,591</u>



CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
CAPITAL OUTLAY  
FIRE SALES TAX FUND  
FUND 345

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CITY OF BROKEN ARROW

FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN

WAGONER COUNTY FIRE SALES TAX

Description:

The Fire Department also receives a portion of a Wagoner County Sales Tax dedicated to fire departments in Wagoner County. The funds allocated to the Broken Arrow Fire Department are limited to expenditures related to Wagoner County operations. These funds are subject to approval by the Fire Sales Tax Trust Authority in Wagoner County. Therefore, these funds are not included in the Broken Arrow Fire Department's budget. Expenditures for which funding is anticipated to be submitted for approval in Fiscal Year 2024 are shown below.

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
CAPITAL OUTLAY:			
FY 26 & 27 PROJECTS:			
WAGONER COUNTY			
COPIER LEASE		6,000	
TARGET SOLUTIONS		18,500	
TBD		100,000	
THESE ARE SUBMITTED TO WAGONER COUNTY FOR PAYMENT			
COPIER LEASE			6,000
TARGET SOLUTIONS			18,500
TBD			100,000
TOTAL		124,500	124,500



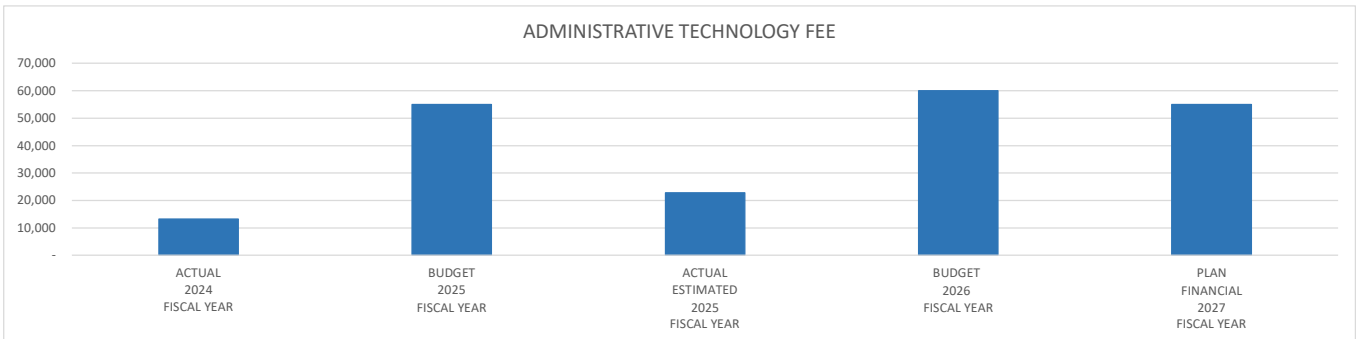
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**ADMINISTRATIVE TECHNOLOGY FEE**  
**FUND 346**

**Description:**

A Special Revenue Fund which accounts for funds received and expended from the receipt of the Technology and Administrative fee charged by the municipal court.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES -</b>					
Technology Fee	37,928	35,000	34,227	35,000	35,000
Interest	354	-	154		
<b>TOTAL REVENUES</b>	<b>38,283</b>	<b>35,000</b>	<b>34,380</b>	<b>35,000</b>	<b>35,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>105,191</b>	<b>130,224</b>	<b>130,224</b>	<b>141,804</b>	<b>116,804</b>
<b>TOTAL SOURCES</b>	<b>143,474</b>	<b>165,224</b>	<b>164,604</b>	<b>176,804</b>	<b>151,804</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	5,450	30,000	15,000	30,000	30,000
Material & Supplies	-	5,000	4,500	10,000	5,000
Capital Outlay	7,800	20,000	7,800	20,000	20,000
<b>TOTAL EXPENDITURES</b>	<b>13,250</b>	<b>55,000</b>	<b>22,800</b>	<b>60,000</b>	<b>55,000</b>
<b>ENDING FUND BALANCE</b>	<b>130,224</b>	<b>110,224</b>	<b>141,804</b>	<b>116,804</b>	<b>96,804</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
ADMINISTRATIVE TECHNOLOGY FEE  
FUND 346

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
CAPITAL OUTLAY:			
2026 & 2027 PROJECTS:			
TBD		20,000	
TBD			20,000
TOTAL CAPITAL OUTLAY		<u>20,000</u>	<u>20,000</u>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**CARES ACT**  
**FUND 347**

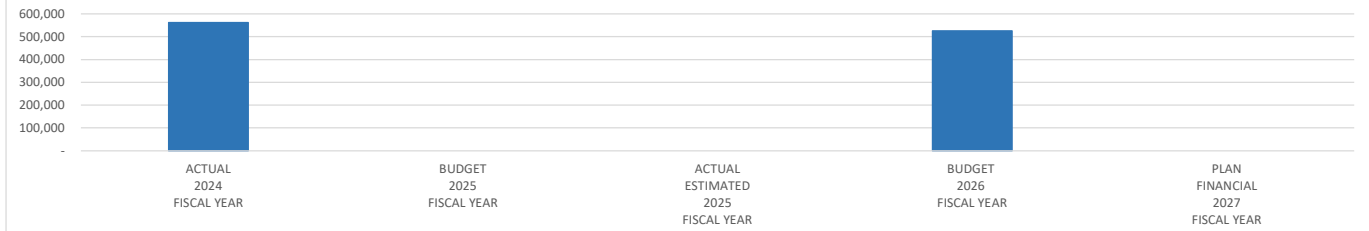
**Description:**

A Special Revenue Fund which accounts for funds received and expended from the receipt of intergovernmental revenues received from the Federal Coronavirus Aid, Relief and Economic Security Act. Funds are restricted in use to special designated purposes approved by the City Council.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES -</b>					
Intergovernmental	400,000	-	-	-	-
Interest	262,234	-	3,477	-	-
<b>TOTAL REVENUES</b>	<b>662,234</b>	<b>-</b>	<b>3,477</b>	<b>-</b>	<b>-</b>
<b>BEGINNING FUND BALANCE</b>	<b>7,421,902</b>	<b>522,210</b>	<b>522,210</b>	<b>525,687</b>	<b>-</b>
<b>TOTAL SOURCES</b>	<b>8,084,136</b>	<b>522,210</b>	<b>525,687</b>	<b>525,687</b>	<b>-</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	-	-	-	-	-
Material & Supplies	-	-	-	-	-
Capital Outlay	561,926	-	-	525,687	-
<b>TOTAL EXPENDITURES</b>	<b>561,926</b>	<b>-</b>	<b>-</b>	<b>525,687</b>	<b>-</b>
<b>OTHER FINANCING USES -</b>					
Transfers Out	7,000,000	-	-	-	-
<b>TOTAL OTHER FINANCING USES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>522,210</b>	<b>522,210</b>	<b>525,687</b>	<b>-</b>	<b>-</b>

**CARES ACT**





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
CARES ACT  
FUND 347

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
CAPITAL OUTLAY:			
TBD		525,687	-
TOTAL CARES ACT		<u>525,687</u>	<u>-</u>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**AMERICAN RECOVERY PLAN ACT**  
**FUND 348**

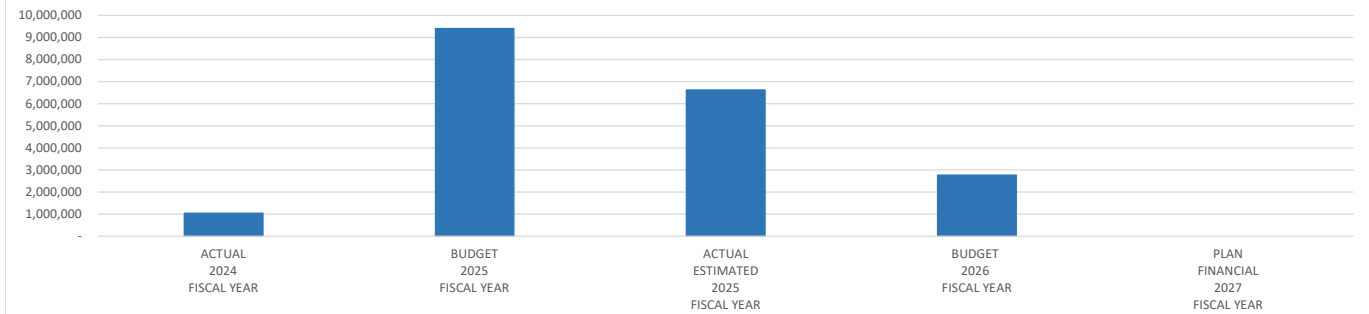
**Description:**

A Special Revenue Fund which accounts for funds received and expended from the receipt of intergovernmental revenues received from the Federal American Recovery Plan Act. Funds are restricted in use to special designated purposes as prescribed by the Act and approved by the City Council.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES -</b>					
Intergovernmental	-	-	-	-	-
Interest	238,458	100,000	179,710	500	-
<b>TOTAL REVENUES</b>	<b>238,458</b>	<b>100,000</b>	<b>179,710</b>	<b>500</b>	<b>-</b>
<b>BEGINNING FUND BALANCE</b>	<b>10,280,933</b>	<b>9,467,138</b>	<b>9,467,138</b>	<b>2,763,020</b>	<b>-</b>
<b>TOTAL SOURCES</b>	<b>10,519,391</b>	<b>9,567,138</b>	<b>9,646,848</b>	<b>2,763,520</b>	<b>-</b>
<b>EXPENDITURES -</b>					
Personnal Expenses	-	-	4,850,593	-	-
Material & Supplies	-	-	-	-	-
Capital Outlay	1,052,253	9,398,302	1,773,235	2,763,520	-
<b>TOTAL EXPENDITURES</b>	<b>1,052,253</b>	<b>9,398,302</b>	<b>6,623,828</b>	<b>2,763,520</b>	<b>-</b>
<b>OTHER FINANCING USES -</b>					
Transfers Out	-	-	260,000	-	-
<b>TOTAL OTHER FINANCING USES</b>			<b>260,000</b>		
<b>ENDING FUND BALANCE</b>	<b>9,467,138</b>	<b>168,836</b>	<b>2,763,020</b>		

**AMERICAN RESCUE ACT**





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
AMERICAN RECOVERY PLAN ACT  
FUND 348

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>CAPITAL OUTLAY:</b>			
WATER SEWER INNOVATION DISTRICT	2217060	258,394	
Innovation Lift Station	2317150	1,715,679	
TBD		789,447	
 TOTAL ARPA		<u>2,763,520</u>	



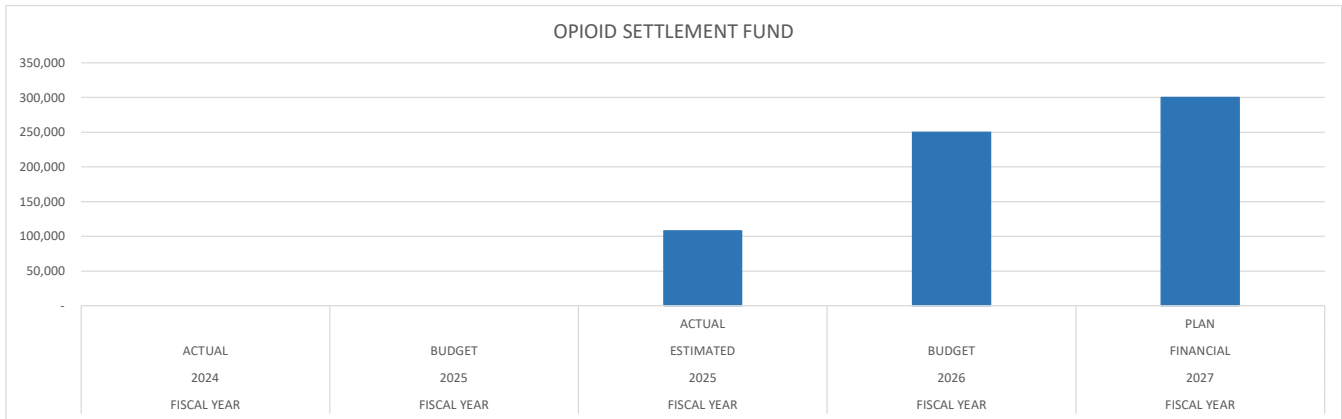
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**OPIOID SETTLEMENT FUND**  
**FUND 349**

**Description:**

Is a special revenue fund for the Settlement of the Opioid crisis in Oklahoma. The funds shall be spent only for the intended purpose of specific uses approved by the City Council and the specific settlement agreements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>									
SETTLEMENT	1,210,013		100,000		182,299		100,000		-
INTEREST/MISC	4,998		-		46,000		-		-
<b>TOTAL REVENUES</b>	<b>1,215,012</b>		<b>100,000</b>		<b>228,299</b>		<b>100,000</b>		-
<b>Other Financing Sources:</b>									
Transfers In	-		-		-		-		-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>1,215,012</b>		<b>100,000</b>		<b>228,299</b>		<b>100,000</b>		-
<b>BEGINNING FUND BALANCE:</b>									
Reserved Fund Balances			-				1,786,514		1,636,514
Reserved for Other Purposes	451,203		1,666,215		1,666,215		-		-
<b>Total Reserved Fund Balances</b>	<b>451,203</b>		<b>1,666,215</b>		<b>1,666,215</b>		<b>-</b>		<b>-</b>
<b>Unreserved Fund Balance</b>	<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>TOTAL FUND BALANCE</b>	<b>451,203</b>		<b>1,666,215</b>		<b>1,666,215</b>		<b>1,786,514</b>		<b>1,636,514</b>
<b>TOTAL SOURCES</b>	<b>1,666,215</b>		<b>1,766,215</b>		<b>1,894,514</b>		<b>1,886,514</b>		<b>1,636,514</b>
<b>EXPENDITURES -</b>									
Other Services and Charges	-		150,000		108,000		250,000		300,000
Capital Outlay	-		-		-		-		-
Debt Service	-		-		-		-		-
<b>TOTAL EXPENDITURES</b>	<b>-</b>		<b>-</b>		<b>108,000</b>		<b>250,000</b>		<b>300,000</b>
<b>ENDING FUND BALANCE:</b>									
Reserved Fund Balances									
Reserved for Other Purposes	1,666,215		1,766,215		1,786,514		1,636,514		1,336,514
<b>Total Reserved Fund Balances</b>	<b>1,666,215</b>		<b>1,766,215</b>		<b>1,786,514</b>		<b>1,636,514</b>		<b>1,336,514</b>
<b>Unreserved Fund Balance</b>	<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>-</b>
<b>Total Fund Balance</b>	<b>1,666,215</b>		<b>1,766,215</b>		<b>1,786,514</b>		<b>1,636,514</b>		<b>1,336,514</b>





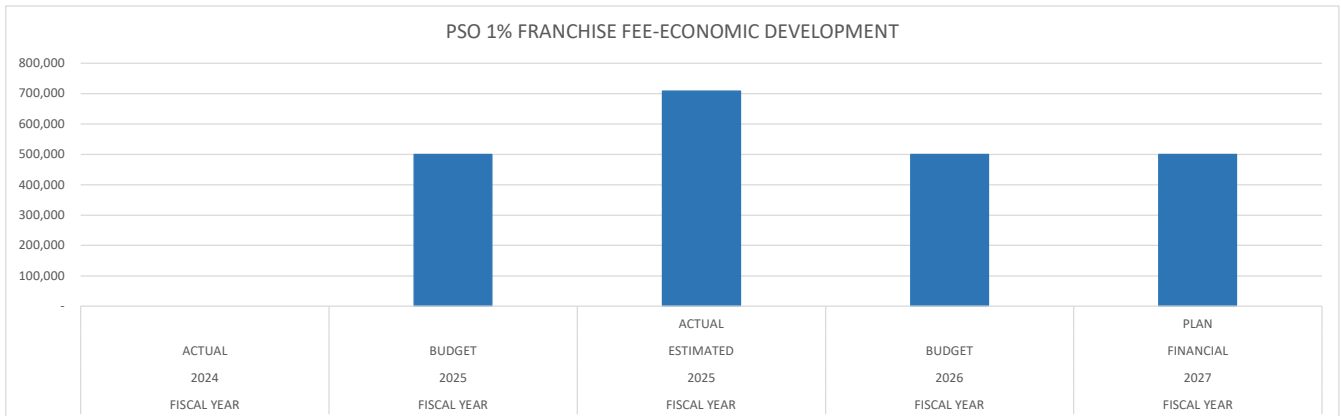
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**PSO 1% FRANCHISE FEE-ECONOMIC DEVELOPMENT**  
**FUND 350**

**Description:**

On February 14, 2023 the voters approves and additional 1% PSO Franchise fee for Economic Development to include maintenance and repair of City right-a-ways, public health and safety improvements, for aesthetics purposes and other economic development opportunities. These funds shall be spent only for the intended purposes of specific uses approved by the City Council.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
FRANCHISE FEE	1,261,429	715,000	690,000	715,000	725,000
INTEREST	6,078	-	-	-	-
<b>TOTAL REVENUES</b>	<b>1,267,507</b>	<b>715,000</b>	<b>690,000</b>	<b>715,000</b>	<b>725,000</b>
<b>Other Financing Sources:</b>					
Transfers In	-	-	-	-	-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>1,267,507</b>	<b>715,000</b>	<b>690,000</b>	<b>715,000</b>	<b>725,000</b>
<b>BEGINNING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	118,135	118,135	1,385,642	1,366,911	1,581,911
<b>Total Reserved Fund Balances</b>	<b>118,135</b>	<b>118,135</b>	<b>1,385,642</b>	<b>1,366,911</b>	<b>1,581,911</b>
<b>Unreserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FUND BALANCE</b>	<b>118,135</b>	<b>118,135</b>	<b>1,385,642</b>	<b>1,366,911</b>	<b>1,581,911</b>
<b>TOTAL SOURCES</b>	<b>1,385,642</b>	<b>833,135</b>	<b>2,075,642</b>	<b>2,081,911</b>	<b>2,306,911</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	-	500,000	-	500,000	500,000
Capital Outlay	-	-	-	-	-
Transfer out	-	-	708,731	-	-
Debt Service	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>-</b>	<b>500,000</b>	<b>708,731</b>	<b>500,000</b>	<b>500,000</b>
<b>ENDING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	1,385,642	333,135	1,366,911	1,581,911	1,806,911
<b>Total Reserved Fund Balances</b>	<b>1,385,642</b>	<b>333,135</b>	<b>1,366,911</b>	<b>1,581,911</b>	<b>1,806,911</b>
<b>Unreserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fund Balance</b>	<b>1,385,642</b>	<b>333,135</b>	<b>1,366,911</b>	<b>1,581,911</b>	<b>1,806,911</b>





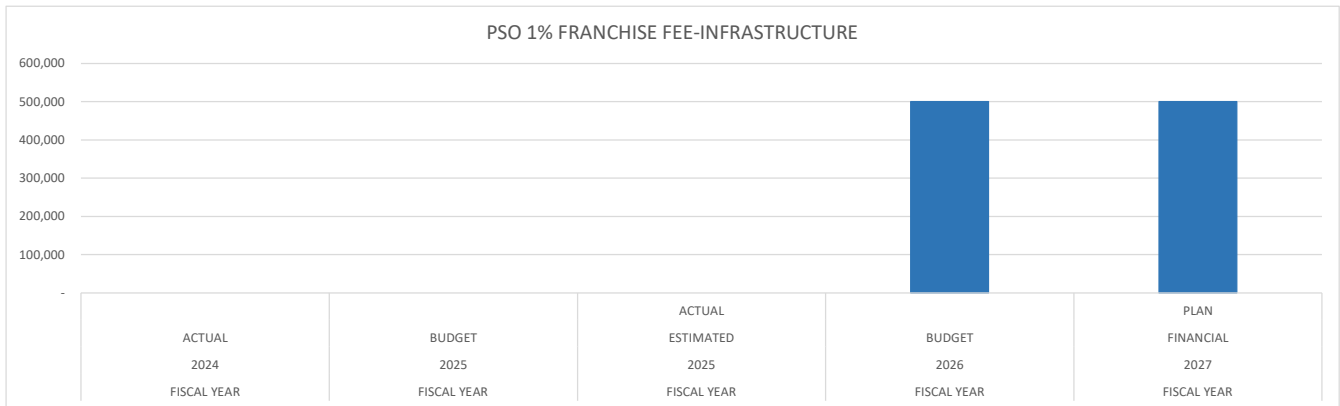
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**PSO 1% FRANCHISE FEE-INFRASTRUCTURE**  
**FUND 351**

**Description:**

On February 14, 2023 the voters approves and additional 1% PSO Franchise fee for Economic Development to include maintenance and repair of City right-a-ways, public health and safety improvements, for aesthetics purposes and other economic development opportunities. These funds shall be spent only for the intended purposes of specific uses approved by the City Council.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
FRANCHISE FEE	-	715,000	690,000	715,000	725,000
INTEREST	-	-	-	-	-
<b>TOTAL REVENUES</b>	-	<b>715,000</b>	<b>690,000</b>	<b>715,000</b>	<b>725,000</b>
<b>Other Financing Sources:</b>					
Transfers In	-	-	708,731	-	-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	-	<b>715,000</b>	<b>1,398,731</b>	<b>715,000</b>	<b>725,000</b>
<b>BEGINNING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	-	118,135	-	1,398,731	1,613,731
<b>Total Reserved Fund Balances</b>	-	<b>118,135</b>	-	<b>1,398,731</b>	<b>1,613,731</b>
<b>Unreserved Fund Balance</b>	-	-	-	-	-
<b>TOTAL FUND BALANCE</b>	-	<b>118,135</b>	-	<b>1,398,731</b>	<b>1,613,731</b>
<b>TOTAL SOURCES</b>	-	<b>833,135</b>	<b>1,398,731</b>	<b>2,113,731</b>	<b>2,338,731</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	-	-	-	-	-
Capital Outlay	-	-	-	500,000	500,000
Debt Service	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	-	-	-	<b>500,000</b>	<b>500,000</b>
<b>ENDING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	-	833,135	1,398,731	1,613,731	1,838,731
<b>Total Reserved Fund Balances</b>	-	<b>833,135</b>	<b>1,398,731</b>	<b>1,613,731</b>	<b>1,838,731</b>
<b>Unreserved Fund Balance</b>	-	-	-	-	-
<b>Total Fund Balance</b>	-	<b>833,135</b>	<b>1,398,731</b>	<b>1,613,731</b>	<b>1,838,731</b>



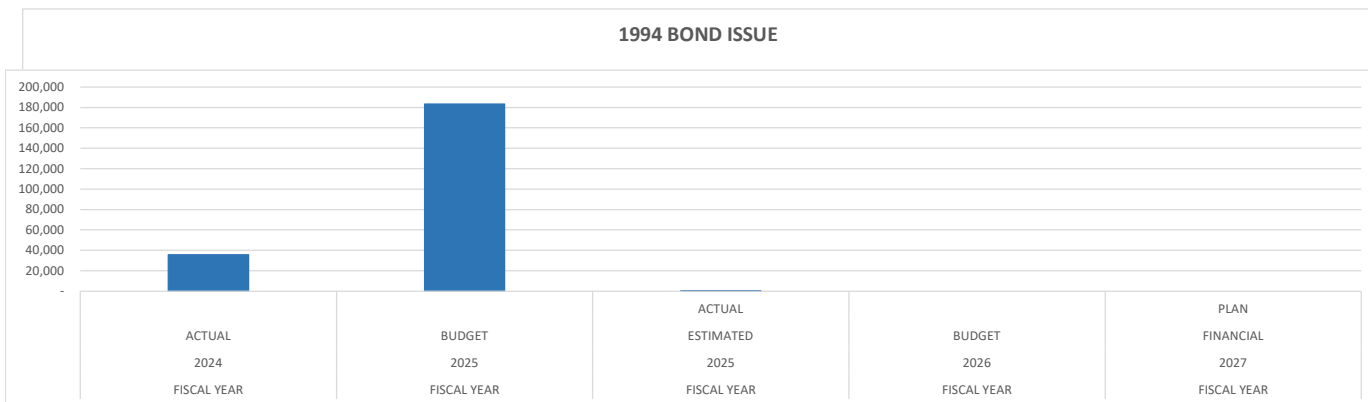


**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**1994 BOND ISSUE**  
**FUND 555**

**Description:**

A Capital Project Fund which accounts for funds from bond issue proceeds approved by the citizens of the City in an election in October 1993. These proceeds are designed to provide for a revolving loan program for industrial development purposes (façade program). A vote redefining the use of these proceeds to be for the purpose of securing and developing industry in the downtown area of the City as determined by the City Council was approved by the citizens of the City in an election held August 11, 2009.

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES -</b>					
Interest	33	100	14	-	-
<b>TOTAL REVENUES</b>	<b>33</b>	<b>100</b>	<b>14</b>	<b>-</b>	<b>-</b>
<b>BEGINNING FUND BALANCE</b>	<b>36,118</b>	<b>183,187</b>	<b>308</b>	<b>-</b>	<b>-</b>
<b>TOTAL SOURCES</b>	<b>36,151</b>	<b>183,287</b>	<b>322</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES -</b>					
Capital Outlay	35,843	183,287	322	-	-
<b>TOTAL EXPENDITURES</b>	<b>35,843</b>	<b>183,287</b>	<b>322</b>	<b>-</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	<b>308</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
1994 GO BOND  
FUND 555

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
CAPITAL OUTLAY:			
2025 CAPITAL PROJECTS:		-	-
TOTAL CAPITAL OUTLAY		-	-



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2008 BOND ISSUE**  
**FUND 559**

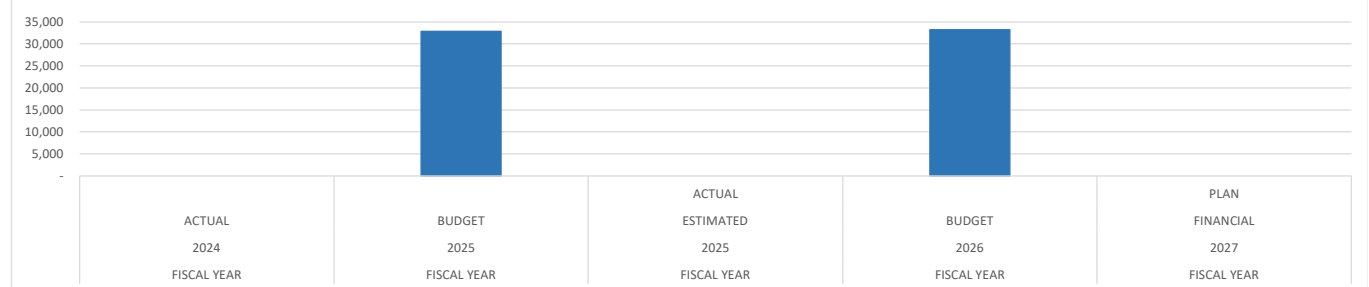
**Description:**

A Capital Project Fund which accounts for the expenditures of bond proceeds received by the City in Fiscal Years 2009, 2010, 2011 and 2012. These bonds were approved by a vote of the citizens of the City in December 2008. These proceeds were voted to provide funds for various street, public safety, parks and stormwater improvements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES -</b>									
Interest	167		20		244		100		-
<b>OTHER FINANCING SOURCES -</b>									
General Obligation Bond Proceeds	-		-				-		-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>167</b>		<b>20</b>		<b>244</b>		<b>-</b>		<b>-</b>
<b>BEGINNING FUND BALANCE -</b>									
Reserved for Capital Projects	32,794		32,961		32,961		33,205		-
<b>TOTAL SOURCES</b>	<b>32,961</b>		<b>32,981</b>		<b>33,205</b>		<b>33,205</b>		<b>-</b>
<b>EXPENDITURES -</b>									
Capital projects	-		32,842		-		33,205		-
<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>-</b>		<b>32,842</b>		<b>-</b>		<b>33,205</b>		<b>-</b>
<b>ENDING FUND BALANCE -</b>									
Reserved for Capital Projects	32,961		139		33,205		-		-

**2008 BOND ISSUE**





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
2008 BOND ISSUE  
FUND 559

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
CAPITAL OUTLAY:			
TBD	SW25040	33,205	-
TOTAL CAPITAL OUTLAY		<u>33,205</u>	<u>-</u>



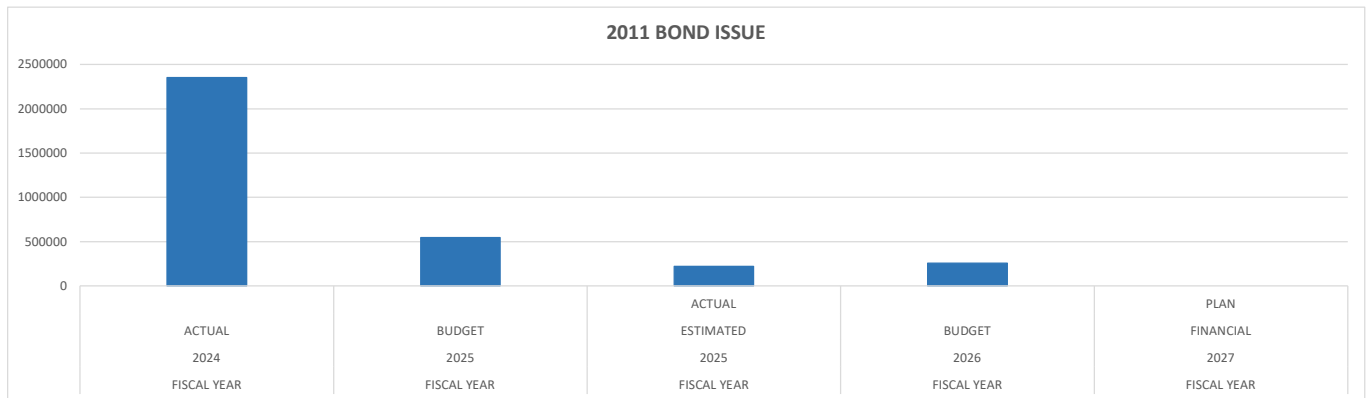
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2011 BOND ISSUE**  
**FUND 591**

**Description:**

A Capital Project Fund which accounts for the expenditures of bond proceeds received by the City in Fiscal Years 2012, 2013, 2014, 2015 & 2016. These bonds were approved by a vote of the citizens of the City in April 2011. These proceeds provide funds for various street, public safety, park and stormwater improvements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Interest	2,137	100	440	250	-
Miscellaneous	-	-			-
<b>OTHER FINANCING SOURCES -</b>					
General Obligation Bond Proceeds	-	-			-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>2,137</b>	<b>100</b>	<b>440</b>	<b>250</b>	<b>-</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Capital Projects	472,264	258,691	265,439	265,879	
<b>TOTAL SOURCES</b>	<b>474,401</b>	<b>258,791</b>	<b>265,879</b>	<b>266,129</b>	<b>-</b>
<b>EXPENDITURES -</b>					
Capital projects	208,963	258,791	-	266,129	
<b>OTHER FINANCING USES -</b>					
Bond Issuance Costs	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>208,963</b>	<b>258,791</b>	<b>-</b>	<b>266,129</b>	<b>-</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Capital Projects	<b>265,439</b>	<b>-</b>	<b>265,879</b>	<b>-</b>	<b>-</b>





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
2011 BOND ISSUE  
FUND 591

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
CAPITAL OUTLAY			
TBD		265,879	-
TOTAL CAPITAL OUTLAY		<u>265,879</u>	<u>-</u>
.			



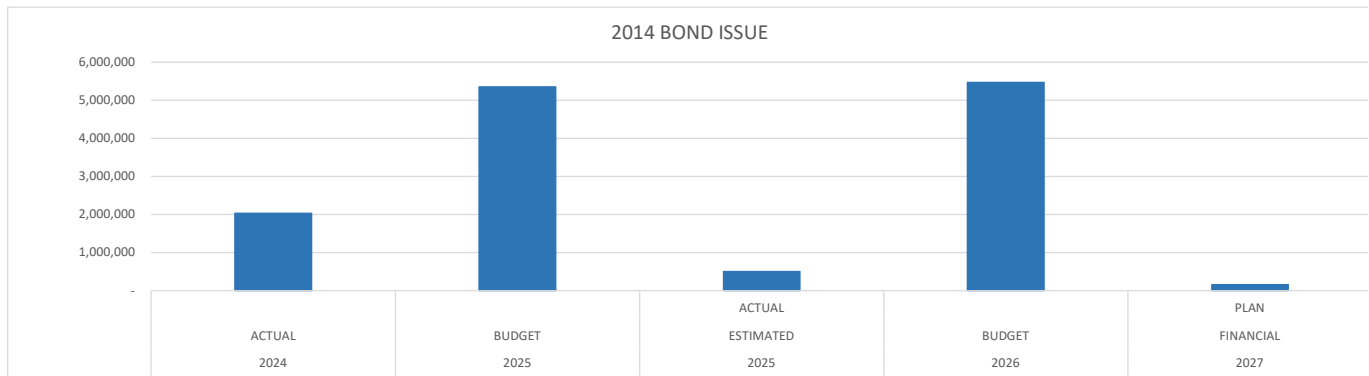
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2014 BOND ISSUE**  
**FUND 592**

**Description:**

A Capital Project Fund which accounts for the expenditures of bond proceeds received by the City in Fiscals Year 2015, 2016, 2017 2018 and 2019. These bonds were approved by a vote of the citizens of the City in August 2014. These proceeds provide funds for various street, public safety, park and stormwater improvements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Interest	200,893	36,500	60,000	36,500	250
Intergovernmental	-	-	-	-	-
Miscellaneous	-	-	-	-	-
<b>OTHER FINANCING SOURCES -</b>					
General Obligation Bond Proceeds	-	-	-	-	-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>200,893</b>	<b>36,500</b>	<b>60,000</b>	<b>36,500</b>	<b>250</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Capital Projects	7,707,308	5,474,805	5,878,130	5,437,483	-
<b>TOTAL SOURCES</b>	<b>7,908,201</b>	<b>5,511,305</b>	<b>5,938,130</b>	<b>5,473,983</b>	<b>250</b>
<b>EXPENDITURES -</b>					
Capital projects	2,030,071	5,351,688	500,646	5,473,983	159,867
<b>OTHER FINANCING USES -</b>					
Bond Issuance Costs	-	-	-	-	-
<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>2,030,071</b>	<b>5,351,688</b>	<b>500,646</b>	<b>5,473,983</b>	<b>159,867</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Capital Projects	5,878,130	159,617	5,437,483	-	-





CITY OF BROKEN ARROW  
FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN  
2014 BOND ISSUE  
FUND 592

	PROJECT NUMBER	FISCAL YEAR	
		2026	2027
<b>FY 2025 CARRYOVER PROJECTS</b>			
<b>STREETS</b>			
OLIVE: ALBANY/KENOSHA - 4 LANES	ST1710	<u>2,350,996</u>	
<b>TOTAL STREETS</b>		<u>2,350,996</u>	
<b>PUBLIC SAFETY</b>			
PUBLIC SAFETY COMPLEX PHASE 2	191711	847,623	159,867
RADIO COMMUNICATION TOWER	191713	<u>463,900</u>	
<b>TOTAL PUBLIC SAFETY</b>		<u>1,311,523</u>	<u>159,867</u>
<b>QUALITY OF LIFE</b>			
BROKEN ARROW CREEK TRAIL	146020	96,367	
INDIAN SPRINGS PLAYGROUND	176043	78,600	
WASHINGTON TRAIL	2160340	387,751	
ELAM PARK	196031	<u>189,710</u>	
<b>TOTAL QUALITY OF LIFE</b>		<u>752,428</u>	
<b>STORMWATER</b>			
DRAINAGE IMPROVEMENTS - PHASE I	SW1505	13,900	
37TH ST - HOUSTON/ALBANY	ST1413	<u>264,815</u>	
<b>TOTAL STORMWATER</b>		<u>278,715</u>	
<b>TO BE DETERMINED PROJECT</b>		780,321	
<b>TOTAL 592</b>		<u><u>5,473,983</u></u>	<u><u>159,867</u></u>



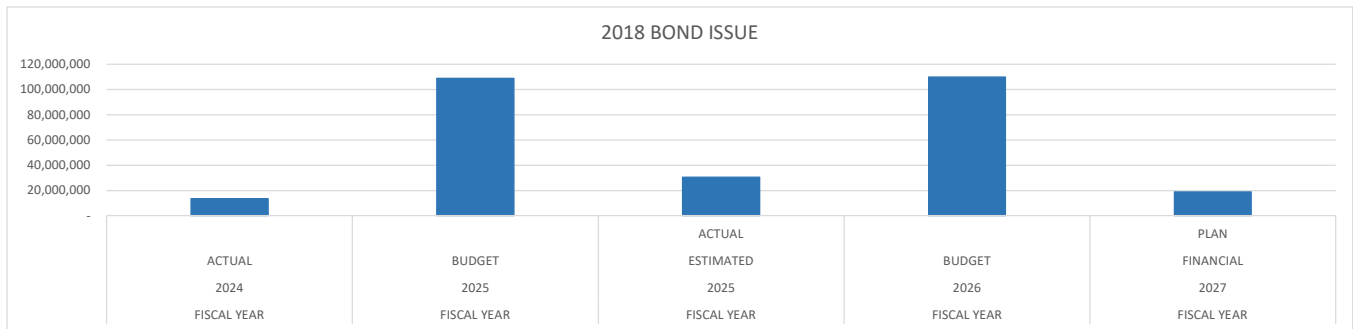
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2018 BOND ISSUE**  
**FUND 593**

**Description:**

A Capital Project Fund which accounts for the expenditures of bond proceeds received by the City in Fiscals Year 2019, 2020 and 2020. These bonds were approved by a vote of the citizens of the City in August 2018. These proceeds provide funds for various street, public safety, park and stormwater improvements.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Interest	2,625,948	4,250,000	4,021,000	4,250,000	1,000,000
Intergovernmental	387,734	-	-	-	-
Miscellaneous	-	-	22,390	-	-
<b>OTHER FINANCING SOURCES -</b>					
General Obligation Bond Proceeds	35,000,000	21,000,000	23,500,000	17,000,000	18,775,000
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>38,013,683</b>	<b>25,250,000</b>	<b>27,543,390</b>	<b>21,250,000</b>	<b>19,775,000</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Capital Projects	71,705,813	96,291,779	96,291,779	93,339,809	4,729,732
<b>TOTAL SOURCES</b>	<b>109,719,496</b>	<b>121,541,779</b>	<b>123,835,169</b>	<b>114,589,809</b>	<b>24,504,732</b>
<b>EXPENDITURES -</b>					
Miscellaneous	-	-	170,910		
Capital projects	13,284,698	108,964,760	30,191,650	109,730,078	18,775,000
<b>OTHER FINANCING USES -</b>					
Bond Issuance Costs	143,019	-	132,800	130,000	140,000
<b>TOTAL EXPENDITURES AND OTHER USES</b>	<b>13,427,717</b>	<b>108,964,760</b>	<b>30,495,360</b>	<b>109,860,078</b>	<b>18,915,000</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Capital Projects	<b>96,291,779</b>	<b>12,577,019</b>	<b>93,339,809</b>	<b>4,729,732</b>	<b>5,589,732</b>





**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2018 BOND ISSUE**  
**FUND 593**

		PROJECT NUMBER	FISCAL YEAR 2026	2027
<b>2025 CARRYOVER PROJECTS</b>				
<b>STREETS</b>				
HOUSTON-9TH/OLD HIGHWAY 51	CONSTRUCTION	ST1926	4,205,343	
HOUSTON-9TH/OLD HIGHWAY 51	DESIGN	ST1926	1,752	
WASHINGTON-OLIVE/ASPEN	CONSTRUCTION	ST1927	195,642	
9TH & KENOSHA	ROW	ST1929	230,822	
9TH & HILLSIDE	CONSTRUCTION	ST1930	157,291	
23RD- OMAHA/ALBANY	CONSTRUCTION	ST1931	3,167,249	
BRIDGE-23RD-OMAHA/ALBANY	CONSTRUCTION	ST1932	4,030,727	
REHAB RESIDENTAL STREETS	CONSTRUCTION	ST1933	8,531,524	
REHAB RESIDENTAL STREETS	DESIGN	ST1933	577,500	
OLD TOWN-KENOSHA-HOUSTON/ELM-9TH	CONSTRUCTION	ST1934	500,000	
SIDEWALK IMPROVEMENTS-CONST	ROW	ST1935	10,000	
SIDEWALK IMPROVEMENTS-CONST	DESIGN	ST1935	10,000	
SIDEWALK IMPROVEMENTS-CONST	CONSTRUCTION	ST1935	494,799	
DOWNTOWN INFRASTRUCTURE IMPROVEMENTS	CONSTRUCTION	ST1936	2,133,496	
9TH/HWY 51 SIDEWALK	CONSTRUCTION	ST1939	1,880	
9TH-HOUSTON/WASHINGTON	DESIGN	ST2027	655,399	
9TH-HOUSTON/WASHINGTON	CONSTRUCTION	ST2027	3,681,301	
HOUSTON - OLIVE/ASPEN	CONSTRUCTION	ST2029	3,114,273	
ASPEN-TUCSON/SHREVEPORT	ROW	ST2031	253,800	
ASPEN-TUCSON/SHREVEPORT	CONSTRUCTION	ST2031	6,055,979	
ASPEN-TUCSON/SHREVEPORT	DESIGN	ST2031	54,483	
ALBANY-23RD/37TH	CONSTRUCTION	ST2035	68,845	
ALBANY-23RD/37TH	DESIGN	ST2035	19,625	
BA EXPRESSWAY ENTRYWAY IMPROVEMENTS	CONSTRUCTION	ST2042	1,388,400	
WASHINGTON-9TH/23RD	CONSTRUCTION	ST21130	4,524,686	
WASHINGTON-9TH/23RD	DESIGN	ST21130	167,150	
37TH-DEARBORN/OMAHA	ROW	ST21390	551,525	
37TH-DEARBORN/OMAHA	DESIGN	ST21390	220,858	
37TH-DEARBORN/OMAHA	CONSTRUCTION	ST21390	4,197,818	
37TH/ALBANY-OMAHA	DESIGN	ST21410	326,700	
ELM/KENOSHA - HWY 51	DESIGN	ST21440	500,000	
MELINDA PARK STREET REHAB	CONSTRUCTION	ST22270	648,150	
CITY/COUNTY JOINT ST IMPROVEMENTS	CONSTRUCTION	ST22280	2,149,044	
INNOVATION DISTRICT IMPROVEMENTS	CONSTRUCTION	ST22290	1,932,895	
TUCSON/1ST-9TH	CONSTRUCTION	ST23270	800,000	
9TH/WASHINGTON - NEW ORLEANS	ROW	ST23280	620,000	
CITY WIDE SIGNATIZATION IMPROVEMENTS	ROW	TS22130	25,000	
CITY WIDE SIGNATIZATION IMPROVEMENTS	CONSTRUCTION	TS22130	515,000	
CITY WIDE SIGNATIZATION IMPROVEMENTS	DESIGN	TS22130	40,000	
IOLA ST REHAB - ELM - 1ST	CONSTRUCTION	ST24010	23,705	
ASPEN/ALBANY-KENOSHA	DESIGN	ST24190	160,000	
ASPEN/ALBANY-KENOSHA	CONSTRUCTION	ST24190	1,840,000	
NEW ORLEANS/GARNETT - OLIVE	ROW	ST24200	155,000	
NEW ORLEANS/GARNETT - OLIVE	CONSTRUCTION	ST24200	433,490	
23RD/ALBANY-KENOSHA	ROW	ST24210	240,000	
23RD/ALBANY-KENOSHA	DESIGN	ST24210	55,000	
23RD/ALBANY-KENOSHA	CONSTRUCTION	ST24210	675,700	
23RD/WASHINGTON INTERSECTION	ROW	ST24220	180,000	
23RD/WASHINGTON INTERSECTION	DESIGN	ST24220	2,000	
23RD/WASHINGTON INTERSECTION	CONSTRUCTION	ST24220	479,893	
MIDWAY/KENOSHA INTERSECTION	ROW	ST24230	170,000	
MIDWAY/KENOSHA INTERSECTION	DESIGN	ST24230	120,000	
MIDWAY/KENOSHA INTERSECTION	CONSTRUCTION	ST24230	1,160,000	
MIDWAY/HOUSTON INTERSECTION	ROW	ST24240	150,000	
MIDWAY/HOUSTON INTERSECTION	DESIGN	ST24240	100,000	
MIDWAY/HOUSTON INTERSECTION	CONSTRUCTION	ST24240	1,000,000	
UNIVERSITY/WASHINGTON-NEW ORLEANS	ROW	ST24250	160,000	
UNIVERSITY/WASHINGTON-NEW ORLEANS	DESIGN	ST24250	100,000	
UNIVERSITY/WASHINGTON-NEW ORLEANS	CONSTRUCTION	ST24250	1,040,000	
WOLF CREEK ESTATES	CONSTRUCTION	2453170	43,983	
GATEWAY PROJECT	CONSTRUCTION	201710	491,349	
WOODSTOCK PHASE 1	CONSTRUCTION	ST25090	575,000	
VALLEY RIDGE ROSSER PHASE 2	CONSTRUCTION	ST25110	450,000	
SWANDA ACRES	CONSTRUCTION	ST25130	825,000	



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2018 BOND ISSUE**  
**FUND 593**

9TH-NEW ORLEANS/CREEK TURNPIKE	ROW	ST25210	180,000
9TH-NEW ORLEANS/CREEK TURNPIKE	DESIGN	ST25210	120,000
9TH-NEW ORLEANS/CREEK TURNPIKE	CONSTRUCTION	ST25210	1,200,000
WASHINGTON-23RD/UNIVERSITY	ROW	ST25220	106,000
WASHINGTON-23RD/UNIVERSITY	DESIGN	ST25220	158,000
WASHINGTON-23RD/UNIVERSITY	CONSTRUCTION	ST25220	1,436,000
TBD - STREETS	CONSTRUCTION		220,460
<b>TOTAL STREETS</b>			<b>70,809,538</b>
<b>PUBLIC SAFETY</b>			
BROKEN ARROW POLICE DEPT JAIL	DESIGN	203019	9,600
BROKEN ARROW POLICE DEPT JAIL	CONSTRUCTION	203019	2,790,000
FIRE TRUCKS/AMBULANCE	VEHICLES	203531	269,168
JAIL RENOVATION	CONSTRUCTION	203019	2,790,000
JAIL RENOVATION	DESIGN	203019	9,600
FIRE STATION-NORTH CITY	ROW	2435170	60,000
FIRE STATION-NORTH CITY	DESIGN	2435170	60,918
PUBLIC SAFETY COMPLEX-PARKING LOT	DESIGN	2430340	40,000
PUBLIC SAFETY COMPLEX-PARKING LOT	CONSTRUCTION	2430340	460,000
FIRE/POLICE TRAINING CENTER FACILITY	DESIGN	2435160	80,000
FIRE/POLICE TRAINING CENTER FACILITY	CONSTRUCTION	2435160	920,000
TBD - PUBLIC SAFETY (FIRE)	CONSTRUCTION		167,672
<b>TOTAL PUBLIC SAFETY</b>			<b>7,656,957</b>
<b>QUALITY OF LIFE</b>			
COMMUNITY TRAIL NETWORK - PED TRAIL	CONSTRUCTION	196032	15,164
COMMUNITY TRAIL NETWORK	CONSTRUCTION	2160430	1,745,000
NIENHUIS PARK PEDESTRIAN TRAIL	CONSTRUCTION	2260370	187,883
CENTRAL PARK ROSE GARDEN	CONSTRUCTION	2360450	228
NIENHUIS PARK IMPROVEMENTS	CONSTRUCTION	206032	355,500
NIENHUIS PARK IMPROVEMENTS	DESIGN	206032	10,000
NIENHUIS PARK - SYNTHETIC TURF	CONSTRUCTION	2460360	300,000
NIENHUIS PARK - SYNTHETIC TURF	DESIGN	2460360	1,405,760
HIGHLAND PARK: PLAYGROUND/PLAYING FIELDS	CONSTRUCTION	196024	3,136
PLAYGROUND IMPROVEMENTS	DESIGN	2560370	55,000
PLAYGROUND IMPROVEMENTS	CONSTRUCTION	2560370	610,000
BATTLE CREEK-NEW IRRIGATION SYSTEM	CONSTRUCTION	206039	221,812
TBD - PARKS	MISC CAPITAL OUTLAY		98,077
<b>TOTAL QUALITY OF LIFE</b>			<b>5,007,560</b>
<b>PUBLIC BUILDINGS</b>			
CITY MAINTENANCE FACILITY	DESIGN	2217090	1,331,567
PUBLIC WORKS FACILITIES	CONSTRUCTION	2317210	700,000
PUBLIC WORKS FACILITIES	DESIGN	2317210	56,900
GEN SERVICES ADMIN BUILDING	CONSTRUCTION	2517170	15,968
GEN SERVICES ADMIN BUILDING	DESIGN	2517170	1,219,025
<b>TOTAL PUBLIC BUILDINGS</b>			<b>3,323,460</b>
<b>STORMWATER</b>			
BRIDGE REPLACEMENTS	DESIGN	SW22040	554,000
STONE RIDGE TOWN DRAINAGE	CONSTRUCTION	SW1910	2,770,505
STONE RIDGE TOWN DRAINAGE	DESIGN	SW1910	8,487
ADAMS CREEK WET DRAINAGE	DESIGN	SW1913	39,917
VILLAGE SQUARE II/VANDEVER ACRES	ROW	SW24040	20,000
VILLAGE SQUARE II/VANDEVER ACRES	CONSTRUCTION	SW24040	333,825
VILLAGE SQUARE II/VANDEVER ACRES	DESIGN	SW24040	46,175
<b>TOTAL STORMWATER</b>			<b>3,772,908</b>
<b>DRAINAGE</b>			
BROKEN ARROW CREEK BASIN	CONSTRUCTION	SW1915	56,530
ELM OR ASPEN CREEK BASIN		SW1917	35,458
ASPEN POND IMPROVEMENTS		SW1918	10,246
LION ST CULVERT		SW2008	3,480
8TH & NATCHEZ		SW21020	384,719
STONEWOOD CROSSING DRAINAGE IMPROVEMENT		SW21030	8,825
WILLOW SPRINGS IV		SW21040	17,911
NATCHEZ ST TRIBUTARY		SW21070	640
ASPEN RIDGE STORM SEWER		SW21080	15,028
WATERFORD PARK II		SW21090	5,904
JASPER & 7TH		SW22030	100,510
SHENANDOAH VALLEY AT BATTLE CREEK		SW23030	40,857
WOODCREEK II DRAINAGE IMPROVEMENTS		SW24030	40,000
GLEN EAGLES	DESIGN	SW24050	7,502
PRESERVE PARK POND NORTH PATH REPAIR		SW24060	130,241



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**2018 BOND ISSUE**  
**FUND 593**

NEEDA POND REHABILITATION		SW25020	1,000
W FARGO DR DRAINAGE	CONSTRUCTION	SW24020	48,734
JASPER & 7TH DRAINAGE IMPROVEMENTS	CONSTRUCTION	SW22030	6,500
JASPER & 7TH DRAINAGE IMPROVEMENTS	DESIGN	SW22030	94,010
8TH & NATCHEZ CULVERT REPLACEMENT	CONSTRUCTION	SW21020	384,719
HASKELL PARK STORM SEWER REPAIR	CONSTRUCTION	SW23060	10,001
HASKELL PARK STORM SEWER REPAIR	DESIGN	SW23060	5,251
PRESERVE PARK POND NORTH PATH REPAIR	CONSTRUCTION	SW24060	130,241
S 4TH ST CHANNEL CLEARING	DESIGN	SW24100	28,400
WOODCREEK II DRAINAGE IMPROVEMENTS	CONSTRUCTION	SW24030	40,000
PRESERVE PARK ADAMS CREEK EROSION	DESIGN	SW24070	3,332
DIOCESE CHANNEL STABILIZATION	CONSTRUCTION	SW24080	430,000
DIOCESE CHANNEL STABILIZATION	DESIGN	SW24080	50,000
NEEDA POND REHABILITATION	DESIGN	SW25020	1,000
S 195TH AVE STORM SEWER DESIGN	DESIGN	SW25030	35,000
BRISTOL PONDS STOREWATER IMPROVEMENTS	DESIGN	SW25080	4,285
ASPEN POND RETAINING WALL IMPROVEMENTS	DESIGN	SW25070	25,440
RUSHBROOKE EROSION & MITIGATION STUDY	CONSTRUCTION	SW21110	810
CEDAR RIDGE ESTATES	DESIGN	SW22050	3,081
<b>TOTAL DRAINAGE</b>			<b>2,159,655</b>

**TOTAL CARRYOVER PROJECTS**

**92,730,078**

**FY 25/26 BOND SALE \$17,000,000**

**PROPOSITION #1**

IMPROVEMENTS 9TH STREET AND KENOSHA	CONSTRUCTION	ST1929	1,760,000
INTERSECTION 9TH AND HILLSIDE DRIVE	CONSTRUCTION	ST1930	1,520,000
WIDEN 9TH ST- WASHINGTON TO NEW ORLEANS	CONSTRUCTION	ST23280	4,160,000
REHAB RESIDENTIAL STREETS	DESIGN	ST1933	300,000
REHAB RESIDENTIAL STREETS	CONSTRUCTION	ST1933	3,515,000
DALLAS ST REAHABILITATION	DESIGN	ST25320	140,000
DALLAS ST REAHABILITATION	ROW	ST25320	200,000
DALLAS ST REAHABILITATION	CONSTRUCTION	ST25320	1,360,000
OLD TOWN(KENOSHA TO HOUSTON/ELM TO 9TH)	DESIGN	ST1934	40,000
OLD TOWN(KENOSHA TO HOUSTON/ELM TO 9TH)	ROW	ST1934	60,000
OLD TOWN(KENOSHA TO HOUSTON/ELM TO 9TH)	CONSTRUCTION	ST1934	400,000
SIDEWALK IMPROVEMENTS	DESIGN	ST1935	10,000
SIDEWALK IMPROVEMENTS	ROW	ST1935	10,000
SIDEWALK IMPROVEMENTS	CONSTRUCTION	ST1935	230,000

**TOTAL TRANSPORTATION**

**13,705,000**

**PROPOSITION #5 STORMWATER**

LANCASTER PARK DETENTION FACILITY	DESIGN		40,000
TIGER CREEK NATURE PARK AND TIGER CREEK	DESIGN	SW1912	30,000
TIGER CREEK NATURE PARK AND TIGER CREEK	CONSTRUCTION	SW1912	345,000
SHOPS AT ADAMS CREEK	DESIGN	SW1913	10,000
SHOPS AT ADAMS CREEK	CONSTRUCTION	SW1913	115,000
BRIDGE REPLACEMENT	DESIGN	SW22040	40,000
BRIDGE REPLACEMENT	ROW	SW22040	30,000
BRIDGE REPLACEMENT	CONSTRUCTION	SW22040	185,000

**TOTAL STORMWATER**

**795,000**

ADAMS CREEK BASIN	DESIGN	SW1914	30,000
ADAMS CREEK BASIN	CONSTRUCTION	SW1914	345,000
BROKEN ARROW CREEK BASIN	DESIGN	SW1915	30,000
BROKEN ARROW CREEK BASIN	CONSTRUCTION	SW1915	345,000
HAIKEY CREEK BASIN	DESIGN	SW1916	30,000
HAIKEY CREEK BASIN	CONSTRUCTION	SW1916	345,000
ELM OR ASPEN CREEK BASIN	DESIGN	SW1917	20,000
ELM OR ASPEN CREEK BASIN	CONSTRUCTION	SW1917	205,000
ADAMS CREEK BASIN-IMPROVEMENTS	DESIGN	SW1914	70,000
ADAMS CREEK BASIN-IMPROVEMENTS	CONSTRUCTION	SW1914	330,000
DRAINAGE IMPRVMENTS BROKEN ARROW CREEK BASIN	DESIGN	SW1915	50,000
DRAINAGE IMPRVMENTS BROKEN ARROW CREEK BASIN	CONSTRUCTION	SW1915	350,000
DRAINAGE IMPRVMENTS AT HAIKEY CREEK BASIN	DESIGN	SW1916	40,000
DRAINAGE IMPRVMENTS AT HAIKEY CREEK BASIN	CONSTRUCTION	SW1916	260,000
DRAINAGE IMPRVMENTS -ELM OR ASPEN CREEK BASIN	DESIGN	SW1917	10,000
DRAINAGE IMPRVMENTS-ELM OR ASPEN CREEK BASIN	CONSTRUCTION	SW1917	40,000

**2,500,000**

**TOTAL GO BOND PROJECT FY 26-27**

**17,000,000**

**TOTAL 593**

**109,730,078**



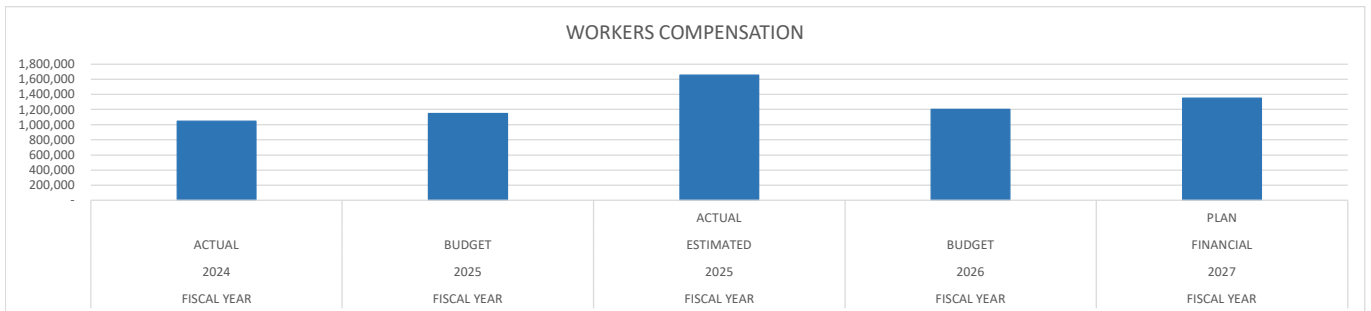
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**WORKERS COMPENSATION**  
**FUND 660**

**Description:**

An Internal Services Fund which receives monies through charges to the General Fund and the Broken Arrow Municipal Authority for reimbursement of expenses paid for worker's compensation claims.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Charges for Services	1,155,000	1,415,000	1,415,000	1,482,000	1,500,000
Interest	7,980	2,500	17,147	2,500	2,000
Miscellaneous	49,691	45,000	55,000	45,000	30,000
<b>TOTAL REVENUE</b>	<b>1,212,671</b>	<b>1,462,500</b>	<b>1,487,147</b>	<b>1,529,500</b>	<b>1,532,000</b>
<b>BEGINNING FUND BALANCE</b>	<b>2,195,182</b>	<b>2,606,134</b>	<b>2,606,134</b>	<b>2,664,270</b>	<b>2,993,770</b>
<b>TOTAL SOURCES</b>	<b>3,407,853</b>	<b>4,068,634</b>	<b>4,093,281</b>	<b>4,193,770</b>	<b>4,525,770</b>
<b>EXPENDITURES:</b>					
OTHER SERVICES & CHARGES -					
Claims	244,572	250,000	225,074	250,000	250,000
	801,719	900,000	1,429,011	950,000	1,100,000
<b>TOTAL EXPENDITURES</b>	<b>1,046,291</b>	<b>1,150,000</b>	<b>1,654,085</b>	<b>1,200,000</b>	<b>1,350,000</b>
<b>ENDING FUND BALANCE</b>	<b>2,606,134</b>	<b>3,168,634</b>	<b>2,664,270</b>	<b>2,993,770</b>	<b>3,175,770</b>





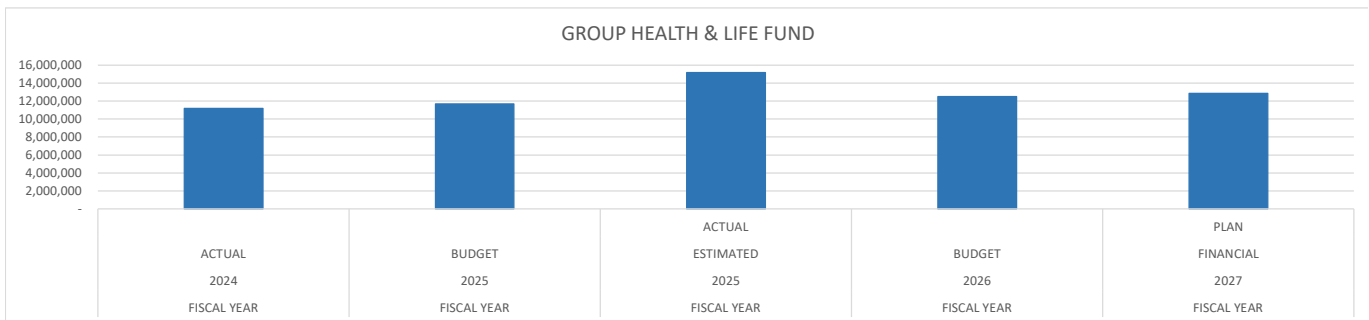
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**GROUP HEALTH & LIFE FUND**  
**FUND 661**

**Description:**

The Group Health and Life Fund accounts for charges to the operating funds of the City used to pay the expenses of the City's shared risk group health and life insurance plans.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES -</b>					
Charges for Services	12,484,118	12,205,870	12,984,605	14,283,066	14,997,219
Interest	7,211	750	8,375	1,500	1,000
<b>TOTAL REVENUE</b>	<b>12,491,329</b>	<b>12,206,620</b>	<b>12,992,980</b>	<b>14,284,566</b>	<b>14,998,219</b>
<b>BEGINNING FUND BALANCE</b>	<b>1,109,919</b>	<b>2,414,693</b>	<b>2,414,693</b>	<b>228,542</b>	<b>2,013,108</b>
<b>TOTAL SOURCES</b>	<b>13,601,248</b>	<b>14,621,313</b>	<b>15,407,673</b>	<b>14,513,108</b>	<b>17,011,327</b>
<b>EXPENDITURES -</b>					
OTHER SERVICES & CHARGES -					
Claims	11,186,556	11,676,486	15,179,131	12,500,000	12,875,000
<b>TOTAL EXPENDITURES</b>	<b>11,186,556</b>	<b>11,676,486</b>	<b>15,179,131</b>	<b>12,500,000</b>	<b>12,875,000</b>
<b>ENDING FUND BALANCE</b>	<b>2,414,693</b>	<b>2,944,827</b>	<b>228,542</b>	<b>2,013,108</b>	<b>4,136,327</b>





**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**DEBT SERVICE FUND**  
**FUND 770**

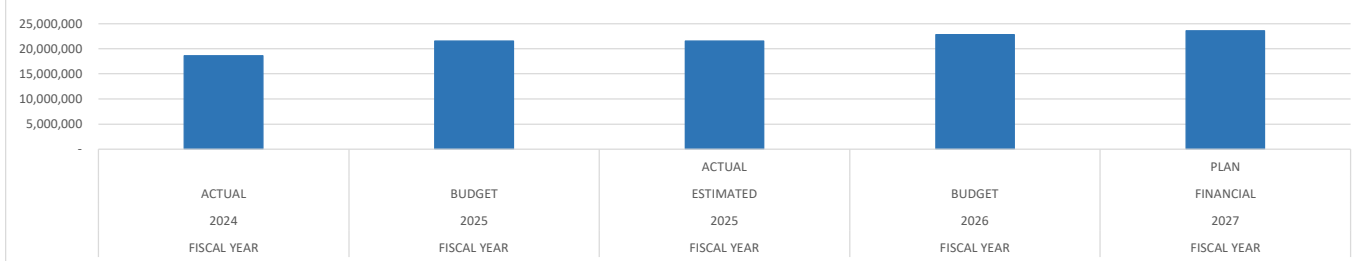
**Description:**

The Debt Service Fund accounts for the principal, interest and fiscal agent fees associated with the general obligation debt approved in elections by the citizens of Broken Arrow. This fund also accounts for principal and interest payments on court-assessed judgments.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES:</b>					
Advalorem Taxes	19,999,598	20,965,730	21,012,500	22,956,703	24,429,030
<b>Total Advalorem Taxes</b>	<b>19,999,598</b>	<b>20,965,730</b>	<b>21,012,500</b>	<b>22,956,703</b>	<b>24,429,030</b>
Interest	745,156	600,000	882,298	600,000	500,000
Miscellaneous	1,905	-	-	-	-
<b>OTHER FINANCING SOURCES</b>					
Proceeds from long-term debt	-	-	-	-	-
Premium on Bonds Sold	700,000	-	669,695	-	-
<b>TOTAL REVENUES &amp; SOURCES</b>	<b>21,446,659</b>	<b>21,565,730</b>	<b>22,564,493</b>	<b>23,556,703</b>	<b>24,929,030</b>
<b>BEGINNING FUND BALANCE -</b>					
Reserved for Debt Service	16,789,505	11,001,665	19,572,088	20,458,369	21,133,476
<b>TOTAL SOURCES</b>	<b>38,236,164</b>	<b>32,567,395</b>	<b>42,136,581</b>	<b>44,015,072</b>	<b>46,062,506</b>
<b>EXPENDITURES:</b>					
General Obligation Bonds					
Principal	12,520,000	13,935,000	13,935,000	14,720,000	15,680,000
Interest	6,056,311	7,309,362	7,309,362	7,609,599	7,437,310
Judgments	-	-	-	-	-
Principal	12,667	207,143	212,000	378,667	378,667
Interest	3,610	61,832	65,450	87,780	51,807
ISSUANCE COSTS	38	-	-	-	-
Fiscal Agent Fees	11,450	12,000	11,400	10,550	11,200
<b>TOTAL EXPENDITURES</b>	<b>18,604,076</b>	<b>21,525,337</b>	<b>21,533,212</b>	<b>22,806,596</b>	<b>23,558,983</b>
<b>OTHER FINANCING USES -</b>					
Payment to Escrow Agent	-	-	-	-	-
Transfers Out	60,000	250,000	145,000	75,000	75,000
<b>TOTAL OTHER FINANCING USES</b>	<b>60,000</b>	<b>250,000</b>	<b>145,000</b>	<b>75,000</b>	<b>75,000</b>
<b>ENDING FUND BALANCE -</b>					
Reserved for Debt Service	19,572,088	10,792,058	20,458,369	21,133,476	22,428,523
<b>MILLAGE RATE</b>	<b>16.49</b>	<b>16.78</b>	<b>16.26</b>	<b>16.51</b>	<b>16.58</b>

**DEBT SERVICE FUND**





**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**DEBT SERVICE FUND**  
**FUND 770**

DESCRIPTION	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>EXPENDITURES:</b>									
<b>General Obligation Bonds Principal:</b>									
2012 General Obligation Bonds	630,000		630,000		630,000		630,000		630,000
2013A General Obligation Bonds	420,000		-		-		-		-
2013B General Obligation Bonds	325,000		325,000		325,000		325,000		325,000
2014A General Obligation Bonds	615,000		615,000		615,000		615,000		615,000
2014B General Obligation Bonds	350,000		375,000		375,000		-		-
2016A General Obligation Bonds	605,000		605,000		605,000		605,000		605,000
2016B General Obligation Bonds	345,000		345,000		345,000		345,000		345,000
2016C General Obligation Bonds	-		-		-		-		-
2016D General Obligation Bonds	985,000		985,000		985,000		985,000		985,000
2018A General Obligation Bonds	985,000		985,000		985,000		985,000		985,000
2018B General Obligation Bonds	570,000		570,000		570,000		570,000		570,000
2018C General Obligation Bonds	605,000		605,000		605,000		605,000		605,000
2018D General Obligation Bonds	250,000		-		-		-		-
2019A General Obligation Bonds	1,220,000		1,220,000		1,220,000		1,220,000		1,220,000
2019B General Obligation Bonds	650,000		645,000		645,000		-		-
2019C General Obligation Bonds	600,000		590,000		590,000		580,000		575,000
2020A General Obligation Bonds	980,000		950,000		950,000		925,000		905,000
2020B General Obligation Bonds	1,000,000		1,000,000		1,000,000		1,000,000		1,000,000
2020C General Obligation Bonds	250,000		250,000		250,000		250,000		-
2021A General Obligation Bonds	1,025,000		1,025,000		1,025,000		1,025,000		1,025,000
2021B General Obligation Bonds	110,000		110,000		110,000		110,000		110,000
2022A General Obligation Bonds	-		2,105,000		2,105,000		2,105,000		2,105,000
2023 General Obligation Bonds	-		-		-		1,840,000		1,840,000
2024 General Obligation Bonds	-		-		-		-		1,235,000
2025A General Obligation Bonds									
2025B General Obligation Bonds									
<b>Total Principal</b>	<b>12,520,000</b>		<b>13,935,000</b>		<b>13,935,000</b>		<b>14,720,000</b>		<b>15,680,000</b>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**DEBT SERVICE FUND**  
**FUND 770**

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>General Obligation Bonds Interest:</b>									
2010A General Obligation Bonds			-		-		-		-
2011A General Obligation Bonds			-		-		-		-
2012 General Obligation Bonds	134,940		122,655		122,655		109,740		96,353
2013A General Obligation Bonds	4,988		-		-		-		-
2013B General Obligation Bonds	116,313		106,969		106,969		97,219		87,063
2014A General Obligation Bonds	233,170		208,570		208,570		187,045		168,595
2014B General Obligation Bonds	16,500		5,625		5,625		-		-
2016A General Obligation Bonds	249,138		230,988		230,988		212,838		188,638
2016B General Obligation Bonds	137,687		127,338		127,338		116,988		106,638
2016C General Obligation Bonds	-		-		-		-		-
2016D General Obligation Bonds	379,380		359,681		359,681		338,750		312,894
2018A General Obligation Bonds	485,231		445,831		445,831		422,438		383,038
2018B General Obligation Bonds	323,963		306,863		306,863		289,763		272,663
2018C General Obligation Bonds	348,831		330,681		330,681		312,531		291,356
2018D General Obligation Bonds	4,375		-		-		-		-
2019A General Obligation Bonds	545,000		508,400		508,400		471,800		441,300
2019B General Obligation Bonds	38,800		12,900		12,900		-		-
2019C General Obligation Bonds	102,320		90,125		90,125		77,550		64,558
2020A General Obligation Bonds	101,116		93,654		93,654		84,802		74,611
2020B General Obligation Bonds	350,000		330,000		330,000		310,000		290,000
2020C General Obligation Bonds	12,500		7,500		7,500		2,500		-
2021A General Obligation Bonds	400,250		369,500		369,500		338,750		308,000
2021B General Obligation Bonds	15,188		13,813		13,813		12,438		10,925
2022A General Obligation Bonds	2,056,621		1,344,769		1,344,769		1,292,144		1,236,888
2023 General Obligation Bonds	-		2,293,500		2,293,500		1,492,200		1,418,600
2024 General Obligation Bonds	-		-		-		1,440,103		929,194
2025A General Obligation Bonds	-		-		-		-		756,000
2025B General Obligation Bonds	-		-		-		-		135,563
<b>Total Interest</b>	<b>6,056,311</b>		<b>7,309,362</b>		<b>7,309,362</b>		<b>7,609,599</b>		<b>7,437,310</b>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**DEBT SERVICE FUND**  
**FUND 770**

	FISCAL YEAR 2024 ACTUAL		FISCAL YEAR 2025 BUDGET		FISCAL YEAR 2025 ESTIMATED ACTUAL		FISCAL YEAR 2026 BUDGET		FISCAL YEAR 2027 FINANCIAL PLAN
<b>EXPENDITURES:</b>									
<b>General Obligation Fiscal Agent Fees</b>									
2012 General Obligation Bonds	600		600		600		600		600
2013A General Obligation Bonds	300		-		-		-		-
2013B General Obligation Bonds	600		600		600		600		600
2014A General Obligation Bonds	600		600		600		600		600
2014B General Obligation Bonds	600		600		600		-		-
2016A General Obligation Bonds	600		600		600		600		600
2016B General Obligation Bonds	600		600		600		600		600
2016D General Obligation Bonds	600		600		600		600		600
2018A General Obligation Bonds	600		600		600		600		600
2018B General Obligation Bonds	600		600		600		600		600
2018C General Obligation Bonds	600		600		600		600		600
2018D General Obligation Bonds	300		-		-		-		-
2019A General Obligation Bonds	600		600		600		600		600
2019B General Obligation Bonds	600		600		600		-		-
2019C General Obligation Bonds	600		600		600		600		600
2020A General Obligation Bonds	600		600		600		600		600
2020B General Obligation Bonds	600		600		600		600		600
2020C General Obligation Bonds	500		600		500		250		-
2021A General Obligation Bonds	600		600		600		600		600
2021B General Obligation Bonds	500		600		500		500		500
2022A General Obligation Bonds	250		600		500		500		500
2023A General Obligation Bonds			600		300		600		600
2024 General Obligation Bonds			-		-		300		600
2025A General Obligation Bonds			-		-		-		300
2025B General Obligation Bonds			-		-		-		300
<b>Total Fiscal Agent Fees</b>	<b>11,450</b>		<b>12,000</b>		<b>11,400</b>		<b>10,550</b>		<b>11,200</b>



**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY**  
**FUND 887**

**Description:**

A Public Trust created to promote and encourage development of industry and commerce and other related activities on behalf of the City. The City Council serves as Trustees for the Authority.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
Interest	260,645	200,000	875,000	200,000	175,000
Miscellaneous & TIF Income	836,884	1,300,000	4,310,000	1,700,000	1,800,000
<b>TOTAL REVENUES</b>	<b>1,097,529</b>	<b>1,500,000</b>	<b>5,185,000</b>	<b>1,900,000</b>	<b>1,975,000</b>
<b>Other Financing Sources:</b>					
Use of Note Proceeds	-	12,397,167	44,161,636	3,000,000	-
Transfers In	10,200,000	5,925,110	10,925,110	8,528,000	4,532,000
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>11,297,529</b>	<b>19,822,277</b>	<b>60,271,746</b>	<b>13,428,000</b>	<b>6,507,000</b>
<b>BEGINNING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	(3,732,807)	(618,205)	2,223,990	5,568,715	4,646,505
<b>Total Reserved Fund Balances</b>	<b>(3,732,807)</b>	<b>(618,205)</b>	<b>2,223,990</b>	<b>5,568,715</b>	<b>4,646,505</b>
<b>Unreserved Fund Balance</b>					
		-	-	-	-
<b>TOTAL FUND BALANCE</b>	<b>(3,732,807)</b>	<b>(618,208)</b>	<b>2,223,990</b>	<b>5,568,715</b>	<b>4,646,505</b>
<b>TOTAL SOURCES</b>	<b>7,564,722</b>	<b>19,204,069</b>	<b>62,495,736</b>	<b>18,996,715</b>	<b>11,153,505</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	619,922	1,000,000	22,696,981	1,000,000	600,000
Capital Outlay	2,078,271	12,397,167	30,592,799	9,000,000	2,000,000
Debt Service	2,642,539	2,569,463	3,637,241	4,350,210	5,541,798
Bond Issuance costs					
Transfer Out					
<b>TOTAL EXPENDITURES</b>	<b>5,340,732</b>	<b>15,966,630</b>	<b>56,927,021</b>	<b>14,350,210</b>	<b>8,141,798</b>
<b>ENDING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	2,223,990	3,237,439	5,568,715	4,646,505	3,011,707
<b>Total Reserved Fund Balances</b>	<b>2,223,990</b>	<b>3,237,439</b>	<b>5,568,715</b>	<b>4,646,505</b>	<b>3,011,707</b>
<b>Unreserved Fund Balance</b>					
	-	-	-	-	-
<b>Total Fund Balance</b>	<b>2,223,990</b>	<b>3,237,439</b>	<b>5,568,715</b>	<b>4,646,505</b>	<b>3,011,707</b>



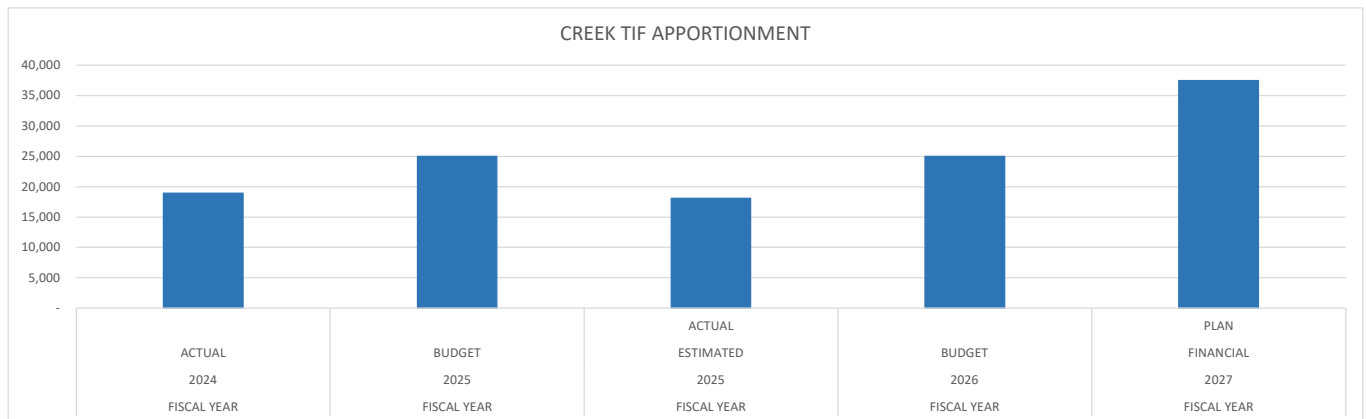
**CITY OF BROKEN ARROW**  
**FISCAL YEAR 2026 BUDGET & FISCAL YEAR 2027 FINANCIAL PLAN**  
**CREEK TIF APPORTIONMENT**  
**FUND 888**

**Description:**

A Public Trust created to promote and encourage development of industry and commerce and other related activities on behalf of the City. The City Council serves as Trustees for the Authority.

**FINANCIAL HIGHLIGHTS**

	FISCAL YEAR 2024 ACTUAL	FISCAL YEAR 2025 BUDGET	FISCAL YEAR 2025 ESTIMATED ACTUAL	FISCAL YEAR 2026 BUDGET	FISCAL YEAR 2027 FINANCIAL PLAN
<b>REVENUES :</b>					
TIF REVENUE	37,785	50,000	37,840	50,000	75,000
INTEREST	237		402		
<b>TOTAL REVENUES</b>	<b>38,023</b>	<b>50,000</b>	<b>38,242</b>	<b>50,000</b>	<b>75,000</b>
<b>Other Financing Sources:</b>					
Transfers In	-	-	-	-	-
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>38,023</b>	<b>50,000</b>	<b>38,242</b>	<b>50,000</b>	<b>75,000</b>
<b>BEGINNING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	-	19,130	19,959	39,282	64,282
<b>Total Reserved Fund Balances</b>	<b>-</b>	<b>19,130</b>	<b>19,959</b>	<b>39,282</b>	<b>64,282</b>
<b>Unreserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FUND BALANCE</b>	<b>-</b>	<b>19,130</b>	<b>19,130</b>	<b>39,282</b>	<b>64,282</b>
<b>TOTAL SOURCES</b>	<b>38,023</b>	<b>69,130</b>	<b>57,372</b>	<b>89,282</b>	<b>139,282</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	18,893	25,000	18,090	25,000	37,500
Capital Outlay	-	-	-	-	-
Transfer Out	-	-	-	-	-
Debt Service	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>18,893</b>	<b>25,000</b>	<b>18,090</b>	<b>25,000</b>	<b>37,500</b>
<b>ENDING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	19,130	44,130	39,282	64,282	64,282
<b>Total Reserved Fund Balances</b>	<b>19,130</b>	<b>44,130</b>	<b>39,282</b>	<b>64,282</b>	<b>64,282</b>
<b>Unreserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fund Balance</b>	<b>19,130</b>	<b>44,130</b>	<b>39,282</b>	<b>64,282</b>	<b>64,282</b>





## SECTION 5





# CITY OF BROKEN ARROW

**FY 2026 PROPOSED STREET MAINTENANCE PROGRAM**  
**TIMOTHY WILSON, DIRECTOR OF STREETS & STORMWATER**

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# STREET SALES TAX

## FUND 343

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A Special Revenue Fund created for the purpose of improving, constructing and maintaining City streets, sidewalks and related stormwater improvements, including the acquisition and replacement of machinery, equipment and materials, and the installation of traffic controls devices and signalization. The source for this fund came from a Twenty-five Hundredths of one percent (0.25%) tax that was effective January 1, 2017.





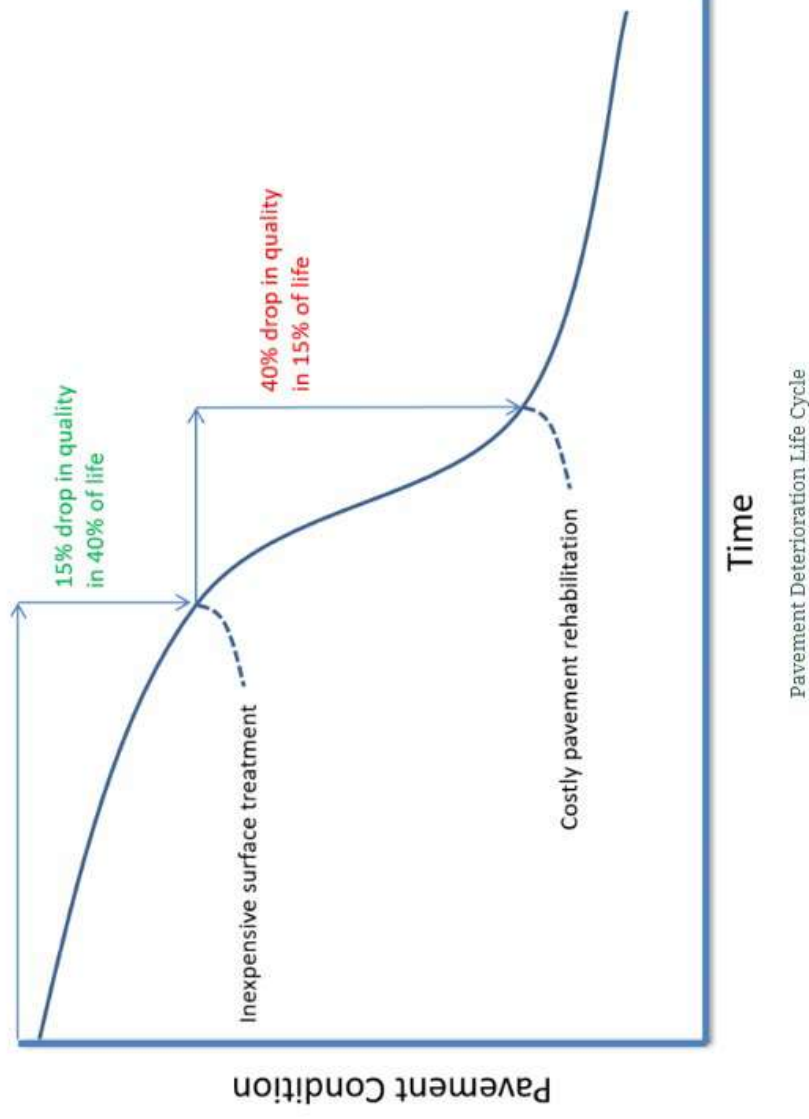
# PCI RANGE DEFINITIONS

Category	Typical Distresses and M&R Recommendations	PCI Range
Excellent	Like new condition – little to no maintenance required  Monitor condition or preventative maintenance.	85<PCI≤100
Very Good	Minor cracking, raveling, and other NLAD  Routine or preventative maintenance. <i>E.g., Crack sealing, surface treatment</i>	70<PCI≤85
Good	Minor to moderate cracking and low severity LAD such as alligator cracking and rutting.  Surface treatments with localized repairs and overlays <i>E.g., Surface treatments, localized surface patching, thin overlay</i>	60<PCI≤70
Fair	More extensive and severe longitudinal and transverse cracking, as well as moderate severity LAD  Localized repairs or major rehabilitation. <i>E.g., Localized surface and/or full-depth patching, moderate overlays</i>	50<PCI≤60
Marginal	Localized high-severity alligator cracking, and rutting  Major rehabilitation. <i>E.g., Localized full-depth patching, mill and overlay, traditional overlay</i>	40<PCI≤50
Poor	A greater extent of severe alligator cracking, rutting  Major rehabilitation. <i>E.g., More extensive full-depth patching, mill and overlay, traditional overlay</i>	25<PCI≤40
Very Poor	Extensive and severe alligator cracking, more extensive and deeper rutting, and potholes.  Major rehabilitation. <i>E.g., Full-depth reclamation, reconstruction</i>	0<PCI≤25





# COST OVER TIME

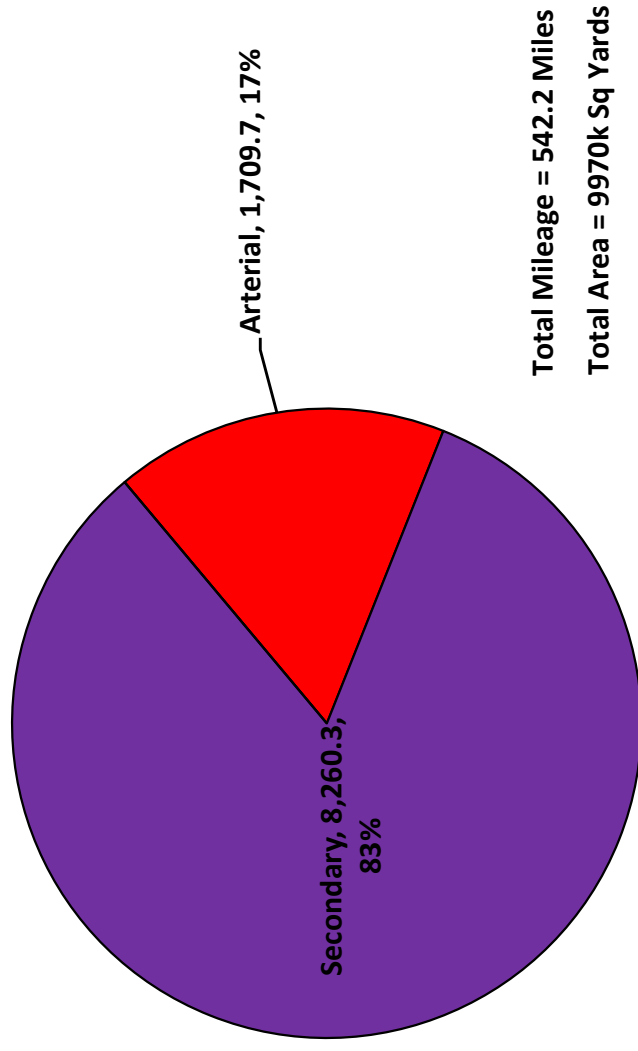






# ROADWAY FUNCTION CLASS

Functional Classification Distribution By Area (FunCL, 000's Sq Yds, %)



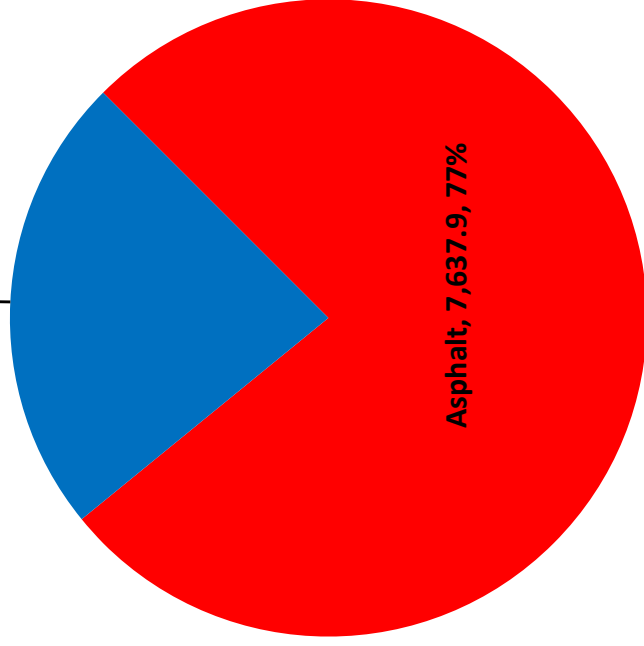




# PAVEMENT TYPE DISTRIBUTION

Pavement Type Distribution By Area (Pavetype, 000's Sq Yds, %)

Concrete, 2,332.1, 23%



Total Mileage = 542.2 Miles

Total Area = 9970k Sq Yards





# RESIDENTIAL REHABILITATION CARRY OVER PROJECTS

College Addition (Phase 1)	\$651,426.00	2018 GO Bond + CDBG Grant funds
Oak Creek South	\$419,003.32	Street Sales Tax
Wedgewood	\$462,470.00	Street Sales Tax
Ridgeway Heights	\$916,373.79	Street Sales Tax
Steeplechase Farms	\$1,638,375.00	Street Sales Tax
Bretton Wood	\$355,816.00	Street Sales Tax
Vandever East 6th Addition	\$632,199.00	Street Sales Tax
Oak Tree Estates	\$1,757,664.00	2018 GO Bond
Sun City IV	\$1,514,156.00	2018 GO Bond
Central Park	\$973,563.00	Street Sales Tax
Melinda Park	\$2,000,000.00	2018 GO Bond
Woodstock Phase 1	\$575,000.00	2018 GO Bond
Swanda Acres	\$825,000.00	2018 GO Bond

FY 2026 PROPOSED STREET MAINTENANCE PROGRAM





# CONCRETE PANEL REPAIR PROJECTS 2018 BOND

Projects		Ward	PCI	Budget	Funding
Central Park Plaza - South Hickory Avenue and West Knoxville Street		1	21	\$751,000	2018 GO Bond
Carriage Crossing Phase 2 - Full Subdivision		2	64	\$1,920,000	2018 GO Bond
Canterbury Amended - South Dogwood Avenue – West New Orleans Street to West Roanoke - West Roanoke – South Dogwood Avenue to South Chestnut Avenue - South Chestnut – West South Park Street to South Beech Avenue		3	42	\$115,000	2018 GO Bond





# RESIDENTIAL ASPHALT MAINTENANCE

Projects		Ward	PCI	Budget	Funding
<ul style="list-style-type: none"> <li>Shiloh at Battle Creek</li> <li>Mill and Overlay Full Subdivision</li> </ul>		1	54	\$227,000	Street Sales Tax
	<ul style="list-style-type: none"> <li>Crack Sealing (Carried over from 2023)</li> <li>Kenwood Hills</li> <li>Aspen Creek</li> <li>Lancaster Park</li> <li>Highlands</li> </ul>	1, 2, 4	-	\$40,000	Street Sales Tax
<ul style="list-style-type: none"> <li>Slurry Seal</li> <li>Spring Creek</li> <li>Nottingham Addition</li> <li>Berwick South</li> <li>Southtowne Estates</li> </ul>		3	-	\$100,000	Street Sales Tax





# ARTERIAL REHABILITATION

Projects	Ward	Budget	Funding
Houston Street – Elm Place to Main Street	2	\$154,000	Street Sales Tax
Washington Street and Elm Place Intersection - East and West Legs	3, 4	\$101,000	Street Sales Tax
Evans Road – E New Orleans Street to Highway 51	4	\$203,000	Street Sales Tax
South Main Street – Houston Street to Washington Street	4	\$1,100,000	Street Sales Tax
Houston Street – 9 <sup>th</sup> Street to 23 <sup>rd</sup> Street	4	\$245,000	2018 GO Bond
23 <sup>rd</sup> Street – Houston to New Orleans (Overlay only)	4	\$280,000	Street Sales Tax
Washington Street East of 23 <sup>rd</sup> Street	4	\$340,000	Street Sales Tax
FY 2026 PROPOSED STREET MAINTENANCE PROGRAM			





# MISCELLANEOUS ITEMS

Projects	Ward	Budget	Funding
Street Markings – Various Locations	1,2,3,4	\$400,000	Street Sales Tax
Annual Sidewalk Maintenance – Various Locations	1,2,3,4	\$75,000	Street Sales Tax
Alley Improvements	4	\$200,000	Street Sales Tax
College Street Rehabilitation – 9 <sup>th</sup> Street to 23 <sup>rd</sup> Street - Community Development Block Grant Match	4	\$600,000	Street Sales Tax
Projects To be Determined	1,2,3,4	\$750,000	Street Sales Tax
6100 Center Concrete Panel Replacement	2	\$30,000	Street Sales Tax
FY 2026 PROPOSED STREET MAINTENANCE PROGRAM			





# TOTALS

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## ■ RESIDENTIAL STREET MAINTENANCE

■ \$327,000 (6%)

## ■ ARTERIAL RESURFACING PROJECTS

■ \$2,783,000 (52%)

## ■ MISCELLANEOUS PROJECTS

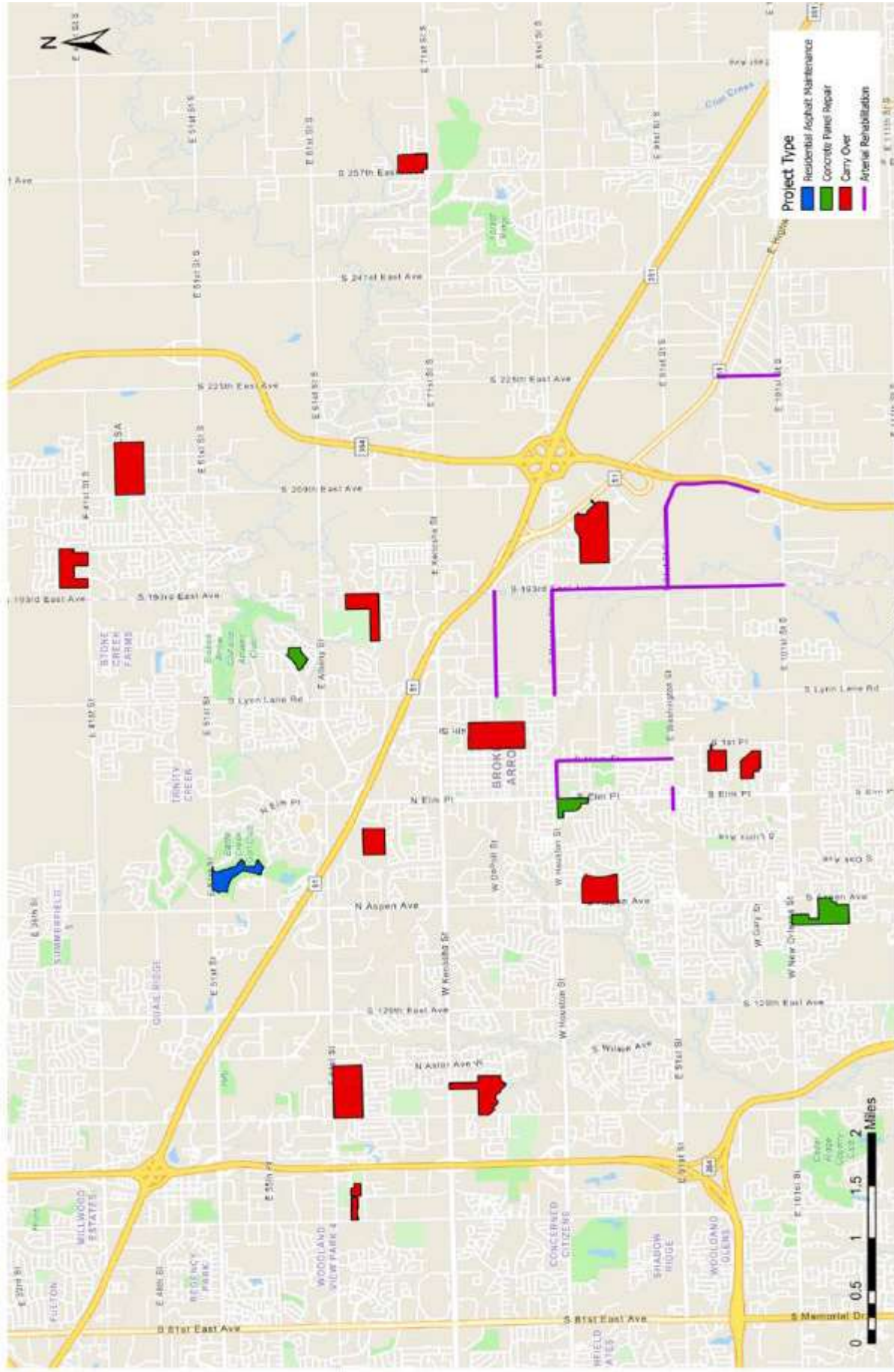
■ \$2,055,000 (42%)

## ■ TOTAL PROPOSED BUDGETED PROJECTS

■ \$5,165,000



## Streets & Stormwater FY 2026 Proposed Street Maintenance Program



## FY 2026 PROPOSED STREET MAINTENANCE PROGRAM



## SECTION 6



## Fiscal Year 2026 PROPOSED BOND SALE

### PROPOSITION #1

IMPROVEMENTS 9TH STREET AND KENOSHA	CONSTRUCTION	1,760,000
INTERSECTION 9TH AND HILLSIDE DRIVE	CONSTRUCTION	1,520,000
WIDEN 9TH STREET FROM WASHINGTON TO NEW ORLEANS	CONSTRUCTION	4,160,000
REHAB RESIDENTIAL STREET	DESIGN	300,000
REHAB RESIDENTIAL STREET	CONSTRUCTION	3,515,000
DALLAS ST REAHABILATION	DESIGN	140,000
DALLAS ST REAHABILATION	ROW	200,000
DALLAS ST REAHABILATION	CONSTRUCTION	1,360,000
OLD TOWN(KENOSHA TO HOUSTON/ELM TO 9TH)	DESIGN	40,000
OLD TOWN(KENOSHA TO HOUSTON/ELM TO 9TH)	ROW	60,000
OLD TOWN(KENOSHA TO HOUSTON/ELM TO 9TH)	CONSTRUCTION	400,000
SIDEWALK IMPROVEMENTS	DESIGN	10,000
SIDEWALK IMPROVEMENTS	ROW	10,000
SIDEWALK IMPROVEMENTS	CONSTRUCTION	230,000

### TOTAL TRANSPORTATION

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**\$13,705,000**

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### PROPOSITION #5 STORMWATER

LANCASTER PARK DETENTION FACILTIY	DESIGN	40,000
TIGER CREEK NATURE PARK AND TIGER CREEK	DESIGN	30,000
TIGER CREEK NATURE PARK AND TIGER CREEK	CONSTRUCTION	345,000
SHOPS AT ADAMS CREEK	DESIGN	10,000
SHOPS AT ADAMS CREEK	CONSTRUCTION	115,000
BRIDGE REPLACEMENT	DESIGN	40,000
BRIDGE REPLACEMENT	ROW	30,000
BRIDGE REPLACEMENT	CONSTRUCTION	185,000

### TOTAL STORMWATER

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**\$795,000**

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ADAMS CREEK BASIN	DESIGN	30,000
ADAMS CREEK BASIN	CONSTRUCTION	345,000
BROKEN ARROW CREEK BASIN	DESIGN	30,000
BROKEN ARROW CREEK BASIN	CONSTRUCTION	345,000
HAIKEY CREEK BASIN	DESIGN	30,000



HAIKEY CREEK BASIN	CONSTRUCTION	345,000
ELM OR ASPEN CREEK BASIN	DESIGN	20,000
ELM OR ASPEN CREEK BASIN	CONSTRUCTION	205,000
ADAMS CREEK BASIN-IMPROVEMENTS	DESIGN	70,000
ADAMS CREEK BASIN-IMPROVEMENTS	CONSTRUCTION	330,000
DRAINAGE IMPROVEMENTS BROKEN ARROW CREEK BASIN	DESIGN	50,000
DRAINAGE IMPROVEMENTS BROKEN ARROW CREEK BASIN	CONSTRUCTION	350,000
Drainage Improvements in Haikey Creek Basin	DESIGN	40,000
Drainage Improvements in Haikey Creek Basin	CONSTRUCTION	260,000
Drainage Improvements in Elm or Aspen Creek Basin	DESIGN	10,000
Drainage Improvements in Elm or Aspen Creek Basin	CONSTRUCTION	40,000

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**\$2,500,000**

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**TOTAL GO BOND PROJECT FY 26-27**

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**\$17,000,000**

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## ATTACHMENT C

### 1.0 CLEAN WATER (CW) LOAN PROGRAM – ORF OR FAP

<u>Project</u>	<u>Cost</u>
Haikey Creek Plant – Composting Facility – <i>Construction</i>	\$12,000,000
Haikey Creek Lift Station Phase IV- <i>Construction</i>	\$2,000,000
Covington Creek Sewer Improvements- <i>Construction</i>	\$606,000
HWY 51 Sewer Extension (Blue Bell)- <i>Construction</i>	\$2,270,000
Adams Creek NW Force main Relocation- West- <i>Construction</i>	\$700,000
Turnberry Lift Station Rehabilitation- <i>Design/Construction</i>	\$313,000
Dresser Rand Lift Station Rehabilitation – <i>Design/Construction</i>	\$451,000
Windsor Lift Station Expansion/Elimination– <i>Design/Construction</i>	\$525,000
<b>SUB-TOTAL CW LOAN</b>	<b>\$18,865,000</b>

### 2.0 SAFE DRINKING WATER (SDW) LOAN PROGRAM – ORF OR FAP

<u>Project</u>	<u>Cost</u>
VRWTP Flow Meter Modifications	\$230,000
OOWA/Grand River Line Connection – <i>Design/Construction</i>	\$1,500,000
VRWTP Raw Water Pumps 4 & 5- <i>Construction</i>	\$615,000
Old Town Waterlines Misc. – <i>Design/Construction/Inspection</i>	\$1,127,500
Old Town Waterline Houston 1 <sup>st</sup> St. from Ft. Worth to 9 <sup>th</sup> St. – <i>Construction</i>	\$1,010,000
9 <sup>th</sup> St. 12" Waterline Turnpike to Florence- <i>Design/Property Acquisition/Construction</i>	\$595,000
2MG Water Tank Floor Restoration (Tiger Hill) – <i>Design/Construction</i>	\$1,050,000
<b>SUB-TOTAL SDW LOAN</b>	<b>\$6,127,500</b>

<b>TOTAL OWRB FY2026 LOAN PROGRAM</b>	<b>\$24,992,500.00</b>
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**PROJECTED  
FY27  
ATTACHMENT C**

**1.0 CLEAN WATER (CW) LOAN PROGRAM – ORF OR FAP**

<u>Project</u>	<u>Cost</u>
Elm Place Sewer Phase I- <i>Design/Construction</i>	\$1,403,000
LLWWTP Solids Handling- <i>Study</i>	\$250,000
County Line Trunk Sewer Phase IIB- <i>Construction</i>	\$4,050,000
Lynn Lane Trunk Sewer Replacement Phase II- <i>Construction</i>	\$1,616,000
Aspen Creek Trunk Line Replacement- <i>Construction</i>	\$3,030,000
Meadow Heights Sewerline Replacement- <i>Design</i>	\$250,000
Homeland Lift Station Rehabilitation- <i>Design/Construction</i>	\$369,000
<b>SUB-TOTAL CW LOAN</b>	<b>\$10,968,000</b>

**2.0 SAFE DRINKING WATER (SDW) LOAN PROGRAM – ORF OR FAP**

<u>Project</u>	<u>Cost</u>
OOWA/Grand River Line Connection – <i>Design/Construction</i>	\$4,000,000
Lead and Copper Rule Revisions – <i>Construction</i>	\$250,000
16" Transmission Line- South Loop Ph. III (Elm Turnpike to Florence)- <i>Construction</i>	\$955,000
12" Waterline Garnett from 128 <sup>th</sup> to Tucson- <i>Property Acquisition/Design/Construction</i>	\$940,000
12" Waterline Main St. from Washington to Ft. Worth & West to First Pl.- <i>Design/Construction</i>	\$2,265,000
12" Waterline Elm Pl. from New Orleans to Washington- <i>Design/Construction</i>	\$1,000,000
12" Waterline Washington St. from Elm to Aspen- <i>Design/Construction</i>	\$904,000
Meadow Heights Waterline Replacement- <i>Design</i>	\$150,000
<b>SUB-TOTAL SDW LOAN</b>	<b>\$10,465,000</b>

<b>TOTAL OWRB FY2027 LOAN PROGRAM</b>	<b>\$21,778,000.00</b>
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## SECTION 7



# **CITY OF BROKEN ARROW**

## **Preliminary**

### **MANUAL OF FEES**

Effective:  
~~October 01, 2024~~ **2025**



## **City of Broken Arrow Fees**

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## 1. COMMUNITY DEVELOPMENT FEES

### INFRASTRUCTURE BONDS

Public Improvement / Utility Bonds	100% performance and maintenance bonds only. Expiration date of bonds to be one (1) year from the date of-on all improvements except sidewalk. Sidewalks require performance acceptance by the City.
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### INFRASTRUCTURE INSPECTION FEES

Infrastructure Inspection Fee; Special Conditions	\$300.00 (minimum) per 4-hour block for inspections that occur on holidays or more than 2 years after start of construction.
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### BUILDING PERMIT FEES **3%**

Plan Review and Application fee residential \$100.00 <b>\$103.00</b>	
Plan Review and Application Fee commercial \$175.00 <b>\$180.00</b>	
Revised Commercial Plan Review \$100.00 <b>\$103.00</b>	
Total Area	Permit Fees
Less than 200 square feet	\$ 66.00 <b>\$68.00</b>
200 square feet to 499 square feet	\$ 100.00 <b>\$103.00</b>
500 square feet to 999 square feet	\$ 149.00 <b>\$153.00</b>
1,000 square feet to 1,499 square feet	\$ 205.00 <b>\$211.00</b>
1,500 square feet to 1,999 square feet	\$ 265.00 <b>\$273.00</b>
2,000 square feet to 2,499 square feet	\$ 320.00 <b>\$330.00</b>
2,500 square feet to 2,999 square feet	\$497.00 <b>\$512.00</b>
3,000 square feet to 3,499 square feet	\$579.00 <b>\$596.00</b>
3,500 square feet to 3,999 square feet	\$662.00 <b>\$682.00</b>
4,000 square feet to 4,499 square feet	\$ 717.00 <b>\$739.00</b>
4,500 square feet to 4,999 square feet	\$799.00 <b>\$823.00</b>
5,000 square feet or more = the square footage × \$45.00 <b>\$46</b> × 0.33 × 0.01 plus \$105.00. <b>\$108.00</b>	
*Multi – Story Building Calculated on Total Square Footage of All Floors.	



Parks & Recreation Fee (Collected with Building Permit)	For single family home = <del>\$189.00</del> + <del>\$53.00</del> <b>\$195</b> + <b>\$55</b> per bedroom or duplex houses = <del>\$189.00</del> /structure <del>\$53.00</del> per bedroom <b>\$195</b> + <b>55</b> per For Multi-family home - <del>\$315.00</del> /structure + \$53.00 per bedroom
Room additions and remodels	\$3.47 × est. cost × .001 + \$45.00 or a \$53.00 minimum
Swimming pools and spas:	\$3.47 × est. cost × .001 + \$45.00
Storage buildings to follow above table	(based on sq. ft.)
Pod (commercial) 10 days prior & 10 days post const. (180 max.)	\$66.00 <b>\$68.00</b>
Pod (residential) 30 days max.	\$66.00 <b>\$68.00</b>
Storm shelters	\$66.00 <b>\$68.00</b>
Retaining wall (3' height or greater)	\$66.00 <b>\$68.00</b>
Fuel tanks (in-ground/above ground) installation or removal	\$2.61 <b>\$2.69</b> per \$1,000 plus \$53.00 <b>\$55</b>
Canopy, patio covers, and decks	\$0.44 <b>.45</b> per square foot + \$53.00 <b>\$55</b>
Temporary buildings or tents	\$150.00 <b>\$155.00</b>
Mobile/manufactured homes	\$87.00 <b>\$90.00</b>
Job Trailers	\$87.00 <b>\$90.00</b>
Recreational Vehicles (3 days plus extension: 10 day max.)	\$66.00 <b>\$68.00</b>
Demolition permit (residential/commercial) structure	\$87.00 <b>\$90.00</b>
Automatic fire-extinguishing system/fire suppression system permit	\$66.00 <b>\$68.00</b>
Fire alarm system permit	\$66.00 <b>\$68.00</b>
Temporary certificate of occupancy	\$75.00 <b>\$77.00</b>
Reissuance of Certificate of Occupancy	\$26.00 <b>\$27.00</b>
Data Retention Fee	\$5.00 per permit <b>\$5.15</b>
Permit Reinstatement	\$50.00 <b>\$52.00</b>
Work started without a permit	\$ 150.00 <b>\$155.00</b>

Oklahoma Uniform Building Code Commission (OUBCC) fees in addition to the above: state \$4.00 and city \$0.50

## **TRADE PERMITS FOR RESIDENTIAL CONSTRUCTION**

Square foot	1,000– 1,499	1,500– 1,999	2,000– 2,499	2,500– 2,999	3,000– 3,499	3,500– 3,999	4,000– 4,499	4,500 or greater
Trade↓								
Electric*	\$230.00 <b>\$237.00</b>	\$240.00 <b>\$247.00</b>	\$250.00 <b>\$258.00</b>	\$261.00 <b>\$269.00</b>	\$289.00 <b>\$298.00</b>	\$332.00 <b>\$342.00</b>	\$447.00 <b>\$460.00</b>	\$607.00 <b>\$625.00</b>



Mechanical*	\$125.00 <del>\$129.00</del>	\$150.00 <del>\$155.00</del>	\$174.00 <del>\$179.00</del>	\$174.00 <del>\$179.00</del>	\$250.00 <del>\$257.00</del>	\$250.00 <del>\$257.00</del>	\$324.00 <del>\$334.00</del>	\$324.00 <del>\$334.00</del>
Plumbing*	\$259.00 <del>\$267.00</del>	\$334.00 <del>\$344.00</del>	\$352.00 <del>\$363.00</del>	\$448.00 <del>\$461.00</del>	\$448.00 <del>\$461.00</del>	\$510.00 <del>\$525.00</del>	\$552.00 <del>\$587.00</del>	\$692.00 <del>\$713.00</del>
Gas Pipe	\$41.00 <del>\$42.00</del>	\$43.00 <del>\$44.00</del>	\$45.00 <del>\$46.00</del>	\$50.00 <del>\$52.00</del>	\$56.00 <del>\$58.00</del>	\$56.00 <del>\$58.00</del>	\$56.00 <del>\$58.00</del>	\$56.00 <del>\$58.00</del>
\$30.00 <del>\$31.00</del> Gas Meter	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>	\$30.00 <del>\$31.00</del>

\* Permit fee includes all required inspections

### **TRADE PERMITS (INCLUDES ONE INSPECTION)**

Backflow preventer (replacement or repair)	\$66.00 <del>\$68.00</del>
Irrigation Installation Permit	\$66.00 <del>\$68.00</del>
Trade permit (replacement or repair)	
Plumbing	\$66.00 <del>\$68.00</del>
Electrical	\$66.00 <del>\$68.00</del>
Mechanical	\$66.00 <del>\$68.00</del>
Building (not specified elsewhere)	\$66.00 <del>\$68.00</del>
Permit Reinstatement Fee	\$50.00 <del>\$52.00</del>

### **BUILDING INSPECTIONS**

Walk-Thru Inspection	\$85.00 <del>\$88.00</del>
Disapproved Inspection Fee	\$65.00 <del>\$67.00</del>

### **ELECTRICAL INSPECTION FEES**

Electric Service per meter	\$30.00 <del>\$31.00</del>
Rough-in inspection	\$30.00 <del>\$31.00</del>
Circuits added to existing building or structures	\$30.00 <del>\$31.00</del>
Any motor not included in the schedule of devices	\$30.00 <del>\$31.00</del>
Luminous tube signs, border lights or outline lighting, per transformer	\$30.00 <del>\$31.00</del>
Elevators, in addition to fee for motors, each elevator	\$30.00 <del>\$31.00</del>
Rectifiers	\$30.00 <del>\$31.00</del>
Electrical work done in/on structures composed wholly/partially of canvas	\$30.00 <del>\$31.00</del>
Temporary power connections (saw poles, etc.)	\$30.00 <del>\$31.00</del>
All work not covered elsewhere in this schedule	\$30.00 <del>\$31.00</del>
Final inspection	\$30.00 <del>\$31.00</del>
Disapproved inspection fee	\$65.00 <del>\$67.00</del>
Walk-thru inspection	\$85.00 <del>\$88.00</del>
Work started without a permit, plus cost of permit	\$150.00 <del>\$155.00</del>



### **PLUMBING INSPECTION FEES**

Gas meter	\$30.00 <del>\$31.00</del>
Gas piping per meter	\$30.00 <del>\$31.00</del>
Sewer connection to riser	\$30.00 <del>\$31.00</del>
Sewer tap	\$30.00 <del>\$31.00</del>
New water connection	\$30.00 <del>\$31.00</del>
Rough plumbing inspection	\$30.00 <del>\$31.00</del>
Top-out inspection	\$30.00 <del>\$31.00</del>
Backflow preventer	\$30.00 <del>\$31.00</del>
Control valve and head installation when required by inspection division	\$30.00 <del>\$31.00</del>
Final inspection	\$30.00 <del>\$31.00</del>
All work not covered elsewhere in this schedule	\$30.00 <del>\$31.00</del>
Disapproved inspection fee	\$30.00 <del>\$31.00</del>
Underground Fire line piping inspection	\$30.00 <del>\$31.00</del>
Underground Fire line 150 lb. pressure test	\$30.00 <del>\$31.00</del>
Underground Fire line blocking inspection	\$30.00 <del>\$31.00</del>
Underground Fire line riser inspection	\$30.00 <del>\$31.00</del>
Walk-thru inspection	\$85.00 <del>\$88.00</del>
Work started without a permit, plus cost of permit	\$150.00 <del>\$155.00</del>

### **MECHANICAL INSPECTION FEES**

Gas meter	\$30.00 <del>\$31.00</del>
Gas piping, per meter	\$30.00 <del>\$31.00</del>
Heating	
Each appliance	\$30.00 <del>\$31.00</del>
Ducts, per system, per trip	\$30.00 <del>\$31.00</del>
Residential HVAC change-out of furnace, coil, and/or condenser	\$30.00 <del>\$31.00</del>
(first system inspection fee is included in permit fee)	\$30.00 <del>\$31.00</del>
Temporary gas service for construction purposes	\$30.00 <del>\$31.00</del>
Air compressors and tanks, per receiver	\$30.00 <del>\$31.00</del>
Pressure vessels	\$30.00 <del>\$31.00</del>
Refrigeration unit, per unit	\$30.00 <del>\$31.00</del>
Hot and/or chilled water piping, per coil	\$30.00 <del>\$31.00</del>
Replacement of any major part of a mechanical system	\$30.00 <del>\$31.00</del>
Inspections call on work to be concealed, per trip	\$30.00 <del>\$31.00</del>
Final inspection	\$30.00 <del>\$31.00</del>
All work not covered elsewhere in this schedule	\$30.00 <del>\$31.00</del>



Disapproved inspection fee	\$65.00 <del>\$67.00</del>
Walk-thru inspection	\$85.00 <del>\$88.00</del>
Work started without a permit, plus cost of permit	\$150.00 <del>\$155.00</del>

### **AUTOMATIC FIRE-EXTINGUISHING SYSTEM INSPECTION FEES**

Automatic fire-extinguishing system inspections	\$30.00 <del>\$31.00</del>
All work not covered elsewhere in this schedule	\$30.00 <del>\$31.00</del>
Fire suppression above ground	\$30.00 <del>\$31.00</del>
50% installation inspection	\$30.00 <del>\$31.00</del>
Final inspection	\$30.00 <del>\$31.00</del>
Disapproved inspection fee	\$65.00 <del>\$67.00</del>
Walk-thru inspection	\$85.00 <del>\$88.00</del>
Work started without a permit, plus cost of permit	\$150.00 <del>\$154.00</del>

### **AUTOMATIC FIRE ALARM SYSTEM INSPECTION FEES**

All work not covered elsewhere in this schedule	\$30.00 <del>\$31.00</del>
Final inspection	\$30.00 <del>\$31.00</del>
Disapproved inspection fee	\$65.00 <del>\$67.00</del>
Walk-thru inspection	\$85.00 <del>\$88.00</del>
Work started without a permit, plus cost of permit	\$150.00 <del>\$155.00</del>

### **FIRE AND LIFE SAFETY CODE INSPECTIONS FOR NEW CONSTRUCTION AND/OR RENOVATIONS REQUIRING A BUILDING PERMIT**

Inspections not covered elsewhere in this schedule	\$30.00 <del>\$31.00</del>
Final inspection	\$65.00 <del>\$67.00</del>
Disapproved inspection fee	\$85.00 <del>\$88.00</del>
Walk-thru inspection	\$83.00 <del>\$85.00</del>
Work started without a permit, plus cost of permit	\$150.00 <del>\$150.00</del>

### **SIGN PERMIT FEES**

Permanent ground sign - Height under 12 feet	\$120.00 <del>\$124.00</del>
Permanent ground sign - Height 12 feet to 20 feet	\$225.00 <del>\$232.00</del>
Permanent ground sign – Height 20 feet & higher	\$335.00 <del>\$345.00</del>
Accessory/Secondary Ground Sign	\$50.00 <del>\$52.00</del>
Wall sign – Principal Sign	\$90.00 <del>\$93.00</del>
Wall sign – Secondary/Additional wall signs	\$50.00 <del>\$52.00</del>
Awnings/Canopy sign	\$50.00 <del>\$52.00</del>
Construction sign	\$50.00 <del>\$52.00</del>
Copy Change, Remove & Rehang	<del>\$60.00</del> <del>\$62.00</del>



Temporary/Banner/Inflatable/Mobile Ground sign	<del>\$60.00</del> <b>\$62.00</b>
Work started without a permit, plus permit cost	<del>\$150.00</del> <b>\$155.00</b>

### **MISCELLANEOUS PERMIT FEES**

Recreational fire	No Fee
Residential burn permits (less than 5 acres)	<del>\$55.00</del> <b>\$57.00</b>
Burn permit (5 acres or greater) i.e., agricultural	<del>\$100.00</del> <b>\$103.00</b>
Commercial burn permit	<del>\$150.00</del> <b>\$155.00</b>
Commercial fireworks display	<del>\$110.00</del> <b>\$113.00</b>
Parking lot (new, addition or renovation)	<del>\$100.00</del> <b>\$103.00</b>
Curb cut/street cut	<del>\$100.00</del> <b>\$103.00</b>
Liquefied petroleum gas equipment	<del>\$66.00</del> <b>\$68.00</b>
Blasting permit, per day	<del>\$44.00</del> <b>\$45.00</b>
Application for Temporary Use Permit	<del>\$56.00</del> <b>\$58.00</b>
Generator Permit (Permanent Installation)	<del>\$66.00</del> <b>\$68.00</b>
Special Assessment	<del>\$50.00</del> <b>\$52.00</b>
Grease Interceptor	<del>\$75.00</del> <b>\$77.00</b>
Sanitary Sewer Tap: Residential/Commercial new tap on main line	<del>\$47.00</del> <b>\$48.00</b>
<del>Residential</del> Solar Panel	<del>\$150.00</del> <b>\$155.00</b>
Farmers Market Yearly Fee	<del>\$40.00</del> <b>\$41.00</b>
Farmers Market fee per market date	\$20.00/per market date
	<b>\$21.00</b>

### **EASEMENTS, VACATIONS & RIGHTS-OF-WAYS**

Closure of Easement & Right-of-Way (Proposed Construction)	\$1,000.00 (Non-Refundable)
Closure of Easement & Right-of-Way (Existing Encroachment)	\$1,000.00 (Non-Refundable)
Closure of Easement & Right-of-Way (General)	\$1,000.00 (Non-Refundable)
Encroachment Agreement	\$500.00 (Non-Refundable)
Vacation of Plat	\$1,000.00 (Non-Refundable)
Notice of Easement or Right-of-Way Closing	\$6.00 per mailing label
Filing Fee	\$15.00 for the first sheet \$2.00 for each additional sheet
Application Review Fee	\$25.00

### **ANNEXATION FEES**

Annexation or De-annexation	\$ 550.00
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\*+ \$6.00 per mailed notice ~~+ r cost billed by newspaper~~



## COMPREHENSIVE PLAN FEES

Comprehensive Plan Change or Amendment	<del>\$400.00</del> <b>\$412.00</b>
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\*+ \$6.00 per mailed notice ~~+ publication cost billed by newspaper.~~

## ZONING APPLICATION FEES

Zoning Application Fee	<del>-\$250.00</del> <b>\$258.00</b>
<del>1-4.99 acres</del>	<del>-\$200.00</del>
<del>5-19.99 acres</del>	<del>-\$250.00</del>
<del>20 or more acres</del>	<del>-\$375.00</del>

\*+ \$6.00 per mailed notice ~~+ publication cost billed by newspaper.~~

## SPECIFIC USE FEES

Specific Use Permits	<del>\$375.00</del> <b>\$386.00</b>
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\*+ \$6.00 per mailed notice ~~+ publication cost billed by newspaper.~~

## PLANNED UNIT DEVELOPMENT (PUD) APPLICATION FEES

New Application	<del>-\$375.00*</del> <b>\$386.00</b>
Major Amendment	<del>-\$375.00*</del> <b>\$386.00</b>
Minor Amendment	<del>-\$325.00*</del> <b>\$335.00</b>

\*+ \$6.00 per mailed notice ~~+ publication cost billed by newspaper.~~

## PLATTING/DEVELOPMENT FEES

Preliminary Plat Application	<del>\$200.00</del> <b>\$206.00</b> +15.00per lot
Conditional Final Plat Application	<del>\$200.00</del> <b>\$206.00</b> +15.00 per lot
Plat Filing/Release Fee	<del>\$200.00</del> <b>\$206.00</b> +15.00 per lot

## ENGINEERING PLAN REVIEW

Engineering Plan Review:	Fee
First Submittal Administration Fee	\$200
Initial Plan Review Fee (Per Page)	\$100 *
Additional Reviews Fee (Per Revised Page)	\$100 **
Stormwater Prevention Pollution Plan Review Fee (Per Review)	\$100
Detention Report (Hydrology Analysis) Review Fee (Per Review)	\$100
Addendum for NET Plans(per revised pages)	\$100.00
Submittal to DEQ for water and sanitary sewer packages	\$25.00

\*Schematic Sheets, not required to be signed and sealed may be excluded from the fee

\*\*Sheets specifically identified to be revised by the reviewer



### **SITE PLAN FEES/LANDSCAPE PLAN FEES**

First Submittal Administration Fee	\$100.00 *
Site Plan/Landscape Plan	\$100.00 *

\*Plan reviews requiring engineering reviews will use the engineering plan review fees schedule.

### **BOARD OF ADJUSTMENT**

Board of Adjustment	\$375.00*
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\*+ \$6.00 per mailed notice ~~+publication cost billed by newspaper.~~

### **MISCELLANEOUS FEES**

Newspaper Publication Fee	\$175.00
Public Hearing Appeals	\$150.00 <del>\$154.00</del>
Lot Split	\$125.00 <del>\$129.00</del>
Lot Combination	\$125.00 <del>\$129.00</del>
Limit of No Access (LNA)	\$125.00 <del>\$129.00</del>
Zoning Verification Letter and Record's Request	\$75.00
Excess Capacity Fee (Final Plat)	\$700.00 per acre
Street signs	\$175.00 per sign
Replacement Key	\$25.00
Honorary Street Sign – 6" sign	\$90.00
Honorary Street Sign – 9" sign	\$105.00
Sidewalk Escrow* *Fee applies where sidewalk escrow is approved by Community Development and Engineering & Construction Departments in lieu of sidewalk installation	\$65.00 per square yard

### **ZONING CLEARANCE-COMPLIANCE**

Permit Application/Review Fee Penalty	\$100.00 (Non-Refundable)
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### **SMALL CELL FACILITY**

Small Cell Wireless	\$350.00
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### **WATER METER TAP FEES**

Tab Size (in inches)	Cost
¾"	By Plumber \$428.00 City Crew -\$1145.00
1"	By plumber \$570.00 City Crew <del>\$1259.00</del>
1½"	Irrigation \$3,240.00 Domestic -\$5,826.00
2"	Irrigation \$3,856 Domestic \$6,852.00
2" for Automatic Flushing Device (AFD)	\$3.856.00



3"	\$12,861.00
4"	\$16,913.00
6"	\$21,870.00
8" or larger	Reimbursement of the actual cost of materials and labor to the City of Broken Arrow
¾ meter Restocking Fee	\$125.00
1' Meter restocking Fee	\$162.00

### **NON-METERED TAPS**

Reimbursement of the actual cost of materials and labor

<i>Tap Type/Line Size</i>	<i>4" to 12"</i>	<i>greater than 12" to 24"</i>
Main line or fire line taps	\$2600.00 Escrow	\$3,700.00 Escrow
Greater than 24"	Actual cost	Actual cost

### **STREET CROSSING FOR WATER METER INSIDE CITY**

Line Size	Permit Fees
3/4"	\$662.00
1"	\$764.00
1 1/2" or larger	Reimbursement of the actual cost of materials and labor to the City of Broken Arrow
Rock crossings @ contractor's expense	Maximum crossing distance is 37 feet.

## **2. CEMETERY FEES (CPI 2.6)**

Grave Space for City of Broken Arrow Residents	<del>\$1,870.00</del> <b>\$1919.00</b>
Grave Space for non-residents	<del>\$3,016.00</del> <b>\$3,094.00</b>
Grave Opening or closing	<del>\$1,290.00</del> <b>\$1,324.00</b>
Opening for cremation interment at grave site	<del>\$724.00</del> <b>\$743.00</b>
Disinterment,	<del>\$2,411.00</del> <b>\$2,474.00</b>
Babyland grave space	<del>\$120.00</del> <b>\$123.00</b>
Babyland grave opening or closing	<del>\$120.00</del> <b>\$123.00</b>
Monument settings per square inch	<del>\$.70</del> <b>\$.71</b>
Overtime fee	<del>\$603.00</del> <b>\$619.00</b>
Saturday service fee	<del>\$603.00</del> <b>\$619.00</b>
Deed for transfer for tradition or cremation niche	<del>\$32.00</del> <b>\$33.00</b>
<b>Single Occupancy Cremation Niches (includes opening/closing and engraving)</b>	
Center Columbarium, Bottom Row	<del>\$1,410.00</del> <b>\$1447.00</b>
Center Columbarium, Second Row UP	<del>\$1,530.00</del> <b>\$1570.00</b>



Center Columbarium, Third Row Up	<del>\$1,645.00</del> <b>\$1688.00</b>
Center Columbarium, Fourth Row Up	<del>\$1,764.00</del> <b>\$1810.00</b>
Center Columbarium, Fifth Row Up	<del>\$1,883.00</del> <b>\$1932.00</b>
Center Columbarium, Top Row	<del>\$2001.00</del> <b>\$2053.00</b>
Wing or 48 Niche Columbarium, Bottom Row	<del>\$1,410.00</del> <b>\$1447.00</b>
Wing or 48 Niche Columbarium, Second Row Up	<del>\$1,530.00</del> <b>\$1570.00</b>
Wing or 48 Niche Columbarium, Third Row Up	<del>\$1,764.00</del> <b>\$1810.00</b>
Wing or 48 Niche Columbarium, Top Row	<del>\$1,883.00</del> <b>\$1932.00</b>
Memorial bench (Order item)	Retail price plus setting fee
Niche space for non-resident	<del>\$295.00</del> <b>\$303.00</b>
Change a previously owned or occupied single niche to a double (includes additional opening/closing, additional engraving, and deed change) (May require urn charge)	<del>\$345.00</del> <b>\$354.00</b> (plus cost of replacement front panel if required 0
Purchase niche as a double (includes additional opening/closing, additional engraving) (Restricted urn size)	<del>\$236.00</del> <b>\$242.00</b>
Columbarium disinterment or re-opening for other reason	<del>\$115.00</del> <b>\$118.00</b> each occurrence

### 3. CONTRACTOR REGISTRATIONS

Electrical Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$500.00	Birthday
Fire Suppression Contractor Registration	<del>\$83.00</del> <b>\$85.00</b> plus escrow deposit of \$250.00	Birthday
Fire Alarm Contractor Registration	<del>\$83.00</del> <b>\$85.00</b> plus escrow deposit of \$250.00	Birthday
General Contractor/Builder Registration	<del>\$83.00</del> <b>\$85.00</b> plus escrow deposit of \$250.00	Birthday
Irrigation Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$250.00	Birthday
Mechanical Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$500.00	Birthday
Oversized Load Company Annual Reg	\$104.00 <b>\$107.00</b> (*)	Specific date
Roofing Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$250.00	Birthday
Plumbing Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$500.00	Birthday
Sign Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$250.00	Birthday



Water Tap Contractor Registration	<del>\$166.00</del> <b>\$171.00</b> plus escrow deposit of \$500.00	Annually
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\* \$12.00 Per Load

#### 4. LICENSE/REGISTRATION FEES (OTHERS)

License Type	Cost/year	Expiration
Transfer Ambulance Service Annual License	<del>\$500.00</del> <b>\$515.00</b>	One Year
Adopt-A Mile fee	\$50 for businesses and \$25 for individuals and non-profits	One Year
Animal Adoption Fee	<del>\$63.00</del> <b>\$65.00</b>	
Animal Hobbyist Permit	<del>\$58.00</del> <b>\$60.00</b>	Sept. 30th
Certificate of Compliance	<del>\$30.00</del> <b>\$31.00</b>	
Curbside Recycle (Business License)	<del>\$231.00</del> <b>\$238.00</b>	one year
Exotic Animal	<del>\$116.00</del> <b>\$119.00</b>	Specific dates
Food License Establishment	Per County	June 30th
Food License Vehicle	Per County	June 30th
Gated Community	<del>\$30.00</del> <b>\$31.00</b>	Dec. 31st
Hotel/Motel Operation Fee	<del>\$30.00</del> <b>\$31.00</b>	Dec 31st
House Movers	<del>\$116.00</del> <b>\$119.00</b>	Sept. 30th
Limousine Driver	\$15.00 per person	April 30th
Limousine Service	\$30.00 per vehicle	April 30th
Medical Marijuana-Dispensary-initial	<del>\$1,000.00</del> <b>\$1030.00</b>	
Medical Marijuana-Dispensary- renewal	<del>\$ 750.00</del> <b>\$773.00</b>	Sept 30th
Medical Marijuana-Grower-initial	<del>1,000.00</del> <b>\$1030.00</b>	
Medical Marijuana-Grower- renewal	<del>\$ 750.00</del> <b>\$773.00</b>	Sept 30th
Medical Marijuana-Processor-initial	<del>\$1,000.00</del> <b>\$1030.00</b>	
Medical Marijuana-Processor-renewal	<del>\$ 750.00</del> <b>\$773.00</b>	Sept 30th
Mobile Food Vendor: See Vendor		
Motor Vehicle Escort Guide	<del>\$29.00</del> per vehicle <b>\$30.00</b>	April 30th
Occupation Fee/Hotel Beverage License	<del>\$980.00</del> <b>\$1009.00</b>	one year
Occupation Fee/Hotel Beverage License Renewal	<del>\$880.00</del> <b>\$906.00</b>	one year
Occupation Fee/Beer & wine License	<del>\$500.00</del> <b>\$515.00</b>	one year
Occupation Fee/Beer & wine Renewal	<del>\$450.00</del> <b>\$464.00</b>	one year
Occupation Fee/Caterer License (w/occasional liquor)	<del>\$1,005.00</del> <b>\$1035.00</b>	one year
Occupation Fee/Caterer Renewal	<del>\$905.00</del> <b>\$932.00</b>	one year
Occupation Fee/Brewer License	<del>\$1,225.00</del> <b>\$1262.00</b>	one year
Occupation Fee/Brewer Renewal	<del>\$100.00</del> <b>\$103.00</b>	one year
Occupation Fee/ Small Brewer	<del>\$100.00</del> <b>\$103.00</b>	One year



Occupation Fee/ Small Brewer Renewal	<del>\$100.00</del> <b>\$103.00</b>	One year
Occupation Fee/Distiller License	<del>\$3100.00</del> <b>\$3192.00</b>	one year
Occupation Fee/Liquor Store/Retail Package Store	<del>\$880.00</del> <b>\$906.00</b>	April 30th
Occupation Fee/Mixed Beverage	<del>\$1,005.00</del> <b>\$1035.00</b>	April 30th
Occupation Fee/Mixed Beverage Renewal	<del>\$905.00</del> <b>\$932.00</b>	April 30 <sup>th</sup>
Occupation Fee/Mixed Beverage-Caterer combo license	<del>\$1,250.00</del> <b>\$1288.00</b>	one year
Occupation Fee/Rectifier (blended alcohol)	<del>\$3,125.00</del> <b>\$3219.00</b>	one year
Occupation Fee/Special Event Beer/Liquor	<del>\$55.00</del> <b>\$57.00</b>	Specific dates
Occupation Fee/Wholesaler (spirits, wine, strong beer)	<del>\$2,975.00</del> <b>\$3064.00</b>	one year
Occupation Fee/Winemaker (out of state applicant)	<del>\$600.00</del> <b>\$618.00</b>	one year
Occupation Fee/Oklahoma winemaker	<del>\$50.00</del> <b>\$52.00</b>	one year
Pawn Broker	<del>\$58.00</del>	April 30th
Peddler/Solicitors License	<del>\$50.00</del> <b>\$52.00</b> per company plus \$5.00 per card	up to 60 days/180days maximum
Public Dance Establishment	<del>\$231.00</del> <b>\$238.00</b>	one year
Recreation Center for Adults	<del>\$231.00</del> <b>\$238.00</b>	one year
Recreation Center for Family	<del>\$231.00</del> <b>\$238.00</b>	one year
Sexually Oriented Business License Application, Application Renewal and Investigation Fee	<del>\$1,155.00</del> <b>\$1190.00</b>	one year
Sexually Oriented Business Annual License Fee	<del>\$525.00</del> <b>\$541.00</b>	one year
Sexually Oriented Business Employee Application and Renewal Fee	<del>\$158.00</del> <b>\$163.00</b>	one year
Shooting Range	<del>\$60.00</del> <b>\$62.00</b>	one year
Short Term Rental	<del>\$500.00</del> <b>\$515.00</b>	One year
Trash Service (Refuse)	<del>\$231.00</del> <b>\$238.00</b>	April 30th
Taxi Cab	\$40.00/vehicle <b>\$41.00</b>	April 30th
Taxi Cab Driver	\$15.00/person	April 30th
Vendor – Mobile	\$30.00 <b>\$31.00</b>	Per year
Vendor - Push Cart	\$30.00 <b>\$31.00</b>	Per year
Vendor – Stationary	\$30.00 <b>\$31.00</b>	per year

## 5. UTILITY CHARGES

### WATER SERVICE INITIATION FEE CHARGE

<i>Initiation Fee and Transfer Fee</i>	<i>Fee</i>
Single Family	\$30.00
Multifamily/Commercial/Office/Light Industrial	\$30.00
Location Transfer	\$30.00 <b>\$31.00</b>



### **APPLICATION FOR SERVICE DEPOSIT CHARGE**

<i>Location Type</i>	<i>FEE</i>
Single Family	\$100.00
Multifamily/Commercial/Office/Light Industrial	Based on consumption
Heavy Industrial/Park/Cemetery/Golf Course	\$225.00

### **TEMPORARY/CONSTRUCTION METERS SERVICE CHARGES**

<i>Service</i>	<i>Fee</i>
Meter Deposit	\$1,500
Initiation fee	\$30.00
Daily Rental	\$5.00

**Note: Only City-issued construction meters are authorized to be connected to a City fire hydrant.**

### **METER TESTING CHARGES**

<i>Meter Size (in inches)</i>	<i>Fee</i>
3/4"	\$50.00
1	\$50.00
Over 1 "	Reimbursement of the actual cost to the City of Broken Arrow for material and labor

### **CHARGES ASSOCIATED WITH DISCONTINUATION OF SERVICE**

<i>Type of Charge</i>	<i>Fee</i>	
Returned Check /Insufficient funds	\$30.00	
Delinquent fee	\$75.00	
Water meter replacement	Cost of Labor and Materials	
Replacement of water meter box	\$150.00	
Broken Lock	\$75.00	
Broken Loops/Stop	\$150.00	
Meter Pull	\$60.00	
AMR Register	\$210.00	
AMR Antenna	\$30.00	
Water Line Tampering	\$100.00	
Charges associated with replacement of water meter vaults	Cost of Labor, Materials, and equipment	
<i>* service performed after normal working hours, add \$75.00</i>		



### **REREAD AND LEAK TEST CHARGES**

<i>Type of Charge</i>	<i>Fee</i>
Leak test and reread charge (AMR graph provided)	\$60.00

### **WATER RATES (4.9%)**

<i>Water Meter Size</i>	<i>Inside City Limits</i>	<i>Outside City Limits</i>
3/4 inch or less in size	<del>\$11.79</del> <b>\$13.05</b>	<del>\$13.14</del> <b>\$14.40</b>
1 inch	<del>\$13.01</del> <b>\$14.25</b>	<del>\$14.55</del> <b>\$15.85</b>
1 1/2 inch	<del>\$17.50</del> <b>\$18.90</b>	<del>\$19.49</del> <b>\$20.90</b>
2 inch	<del>\$25.00</del> <b>\$26.50</b>	<del>\$27.68</del> <b>\$29.20</b>
3 inch	<del>\$57.17</del> <b>\$59.50</b>	<del>\$63.55</del> <b>\$66.00</b>
4 inch	<del>\$93.90</del> <b>\$97.00</b>	<del>\$105.19</del> <b>\$108.50</b>
6 inch	<del>\$110.12</del> <b>\$113.00</b>	<del>\$115.75</del> <b>\$119.00</b>
8 inch	<del>\$155.30</del> <b>\$159.00</b>	<del>\$163.77</del> <b>\$168.00</b>
10 or more inches	<del>\$208.93</del> <b>\$214.00</b>	<del>\$220.23</del> <b>\$226.00</b>
Volume water charges per 1,000 gallons	Inside City Limits	Outside City Limits
Residential	<del>\$6.54</del> <b>\$6.86</b>	<del>\$7.50</del> <b>\$7.84</b>
Commercial	<del>\$6.54</del> <b>\$6.86</b>	<del>\$7.50</del> <b>\$7.84</b>
Parks/Cemeteries/Golf Courses	<del>\$9.00</del> <b>\$9.37</b>	None

### **SPECIAL CONTRACT WATER RATES (4.9%)**

Base Charge for meter used during limited term	<del>\$126.84</del> <b>\$133.06</b> per month
Default Charge Per 1,000 gallons or fraction thereof	<del>\$6.66</del> <b>\$6.42</b>
Customer takes less than 50% during peak months	<del>\$6.12</del> <b>\$6.37</b>
Customer takes 50% or more during peak months	<del>\$6.94</del> <b>\$7.28</b>
Emergency Service with no contract	<del>\$8.34</del> <b>\$8.75</b>
<i>Peak Months: June, July, August, September</i>	<i>rates are Per 1,000 gallons or fraction thereof</i>



### **STORMWATER FEES (4.9%)**

Stormwater Monthly Drainage System Service Charge	<del>\$10.22</del> <b>\$10.72</b> for each equivalent service unit assigned to a lot, tract or parcel of real estate
Fee-in-Lieu of Detention Rate	<del>\$.46</del> per square foot of increased impervious area a <b>\$.48</b> added to the property
Stormwater Development Fee	<del>\$115.00</del> <b>\$120.64</b>
Floodplain Development Fee	<del>\$172.49</del> <b>\$180.94</b>
Earth Change Fee	<del>\$115.00</del> <b>\$120.64</b>

### **STREETLIGHT FEE**

Streetlight Fee	\$ 2.50
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### **SANITARY SEWER RATES (18.9%)**

<i>Water Meter Size</i>	<i>Inside City Limits</i>	<i>Outside City Limits</i>
3/4 inch or less in size	<del>\$13.55</del> <b>\$16.65</b>	<del>\$14.61</del> <b>\$17.85</b>
1 inch	<del>\$14.96</del> <b>\$18.30</b>	<del>\$16.18</del> <b>\$19.70</b>
1 1/2 inch	<del>\$19.98</del> <b>\$24.10</b>	<del>\$21.63</del> <b>\$26.00</b>
2 inch	<del>\$27.25</del> <b>\$32.50</b>	<del>\$31.30</del> <b>\$37.20</b>
3 inch	<del>\$65.20</del> <b>\$76.50</b>	<del>\$70.96</del> <b>\$83.00</b>
4 inch	<del>\$107.26</del> <b>\$125.00</b>	<del>\$116.35</del> <b>\$135.50</b>
6 inch	<del>\$125.43</del> <b>\$146.00</b>	<del>\$128.74</del> <b>\$150.00</b>
8 inch	<del>\$176.59</del> <b>\$205.00</b>	<del>\$181.53</del> <b>\$211.00</b>
10 or more inches	<del>\$237.64</del> <b>\$275.00</b>	<del>\$244.25</del> <b>\$283.00</b>
Volume charges per 1,000 gallons Residential		
Commercial Contract		
Residential	<del>\$5.43</del> <b>\$6.46</b>	<del>\$6.34</del> <b>\$7.51</b>
Commercial	<del>\$5.96</del> <b>\$7.07</b>	<del>\$6.64</del> <b>\$7.86</b>
Contract	<del>\$6.21</del> <b>\$7.36</b>	None

### **FLAT SERVICE SANITARY SEWER FEES FOR CUSTOMERS THAT DON'T RECEIVE CITY WATER**

Flat Service Charge*	<del>\$55.50</del> <b>\$64.10</b> inside city limits <del>\$62.70</del> <b>\$72.40</b> outside city limits
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\* Applies to residential customers only. Outside City service and volume charges will apply to non-residential customers.



## **INDUSTRIAL PRETREATMENT CHARGES AND FEES**

<i>Type of Charge</i>	<i>Inside City Limits</i>	<i>Outside City Limits</i>
Permit Application Fee	\$400.00	\$600.00
Biannual Permit Renewal	\$400.00	\$600.00
Monitoring, Inspecting, Surveillance*	\$50.00	\$50.00
Appeal Processing Fee (per appeal)	\$50.00	\$50.00
Biochemical Oxygen Demand (BOD) Surcharge (per pound)	\$0.50	\$0.59
Total Suspended Solids (TSS) Surcharge (per pound)	\$0.16	\$0.19
Oil and Grease Surcharge (per pound)	\$0.16	\$0.19
Hauled septic/industrial waste	\$65.00 per 1,000 gallons	\$65.00 per 1,000 gallons
*this fee is in addition to direct charges for testing by independent laboratories if required		

## **SOLID WASTE AND RECYCLING CHARGES**

Residential Fee (regardless of Cart size)	<del>\$21.75</del> <b>\$24.25</b>
Opt-out of recycling	<u>No reduction of fees</u>
Recycling Cart Contamination	\$25.00
Additional refuse cart/month 96- gal size only	\$7.50
Additional recycle Cart	\$7.50
Refuse cart size change fee	<b>1<sup>st</sup> one free then</b> \$20.00
Cart add/remove fee	<b>1<sup>st</sup> one free then</b> \$20.00
Late set out/return service fee	\$10.50
Cart Replacement	\$55.00 <del>Actual</del> Replacement Cost
Extra bag refuse outside cart	\$5.00 per bag
Extra recyclables outside cart-no plastic bags	\$5.00
Extra yard waste outside of cart in excess of 20 must be in clear 30 gallon bags	\$5.00 per bag
All bags larger than 30 gallons	Charged as 2 bags
Bulky Pick up-maximum volume per set out is 8 cubic yards min charge \$40- yard waste can also be scheduled as a bulky pick-up	
Mattress and/or Spring Sets	Call for Bulky
Hot Water Heaters	Call for Bulky
Major Appliances	Call for Bulky
Disassembled Swing Sets	Call for Bulky
Each item of Furniture	Call for Bulky
Loose Brush Pick Ups Per cubic yard	\$20.00
Bulk pickup	\$20.00 per yard min charge 2 yards



## 6. PARKS AND RECREATION FEES

### CITY FACILITIES RENTALS

<b>Central Park Community Center-1500 S. Main Street</b>	<b>Resident Fee</b>	<b>Non-Resident Fee</b>
Meeting Room w/o Kitchen	\$35.00/hr.	\$45.00/hr.
Kitchen Flat Fee	\$50 flat fee	\$60.00 flat fee
Art Room	\$25.00/hr.	\$30.00/hr.
Gym #1	\$45.00/hr.	\$60.00/hr.
Gym #2	\$40.00/hr.	\$55.00/hr.
Gym #3	\$40.00/hr.	\$55.00/hr.
Flooring for Gyms	\$150.00/event/gym	\$200.00/event/gym
Cleanup Deposit	\$125.00	\$125.00
<b>Nienhuis Park Community Center – 3201 N. 9<sup>th</sup> Street</b>		
Meeting Room w/Kitchenette	\$35.00/hr.	\$45.00/hr.
Gym #1	\$40.00/hr.	\$55.00/hr.
Gym #2	\$40.00/hr.	\$55.00/hr.
Flooring for Gyms	\$150.00/event/gym	\$200.00/event/gym
Cleanup Deposit	\$125.00	\$125.00
<b>Rose District Pavilion Rental</b>	<i>Resident/Non-Profits</i>	<i>Non Residents</i>
Monday-Sunday	\$40.00/hr.	\$60.00/hr.
Clean-up Deposit	\$250.00	\$250.00
<b>Ray Harral Nature Center</b>	<b>Resident Fee</b>	<b>Non-resident Fee</b>
Meeting Room	\$25.00/hr.	\$30.00/hr.
<b>Camino Villa –Park Building</b>		
Meeting Room	\$30.00/hr.	\$35.00/hr.
Clean up Deposit	\$200.00	\$200.00

**\*\$1 million General Liability Insurance Policy may be required depending on activity/event at facility.**

**\*Fees for the Broken Arrow Community Playhouse, the Main Place, the Broken Arrow Museum and the Broken Arrow Military History Center are set by the organizations who lease these facilities.**

### SPECIAL EVENT FEES

Special Event Permit	\$25.00
Film Permit Fee	\$25.00 per application
Road Closure	\$25.00/hr. per employee (2hr min.)
Police Officer ***	<del>\$65.00</del> <b>\$70</b> hr. per Officer (2 hr. min.)
Building Maintenance (Setup/Event/Teardown)	\$25.00/hr. per employee



Fire/Emergency Services***	\$50.00/hr. per employee
Event Merchant/Vendor	\$30.00per event
Tent or temporary structure	\$150.00
Pole Banner installation	\$100.00 per block (up to 8 banners)
Mobile Stage (Public Park use only)	\$500.00
Health Department Permit*	Per County
Facility Rental	See section related to facility rentals**

**\*Other permits or licenses may be required depending on regulations from the State or respective County.**

**\*\*Deposits may be required**

**\*\*\*Hourly rate listed is budgetary – time will be billed as an actual expense.**

### **CITY SWIMMING POOL FEES**

<i>Pools</i>	<i>Daily Fees:</i>	<i>Daily Fees:</i>	<i>Private Rental:</i>	<i>Private Rental:</i>
	<i>Under 3 free Under 48" 55+</i>	<i>Over 48"</i>	<i>Resident</i>	<i>Non-Resident</i>
Family Aquatic Center-1400 S. Main Street	\$5.00	\$5.00	\$250.00 /hr.	\$350.00 /hr.
Nienhuis Park Aquatic Facility-3201 N. 9th	\$5.00	\$5.00	\$250.00 /hr.	\$350.00 /hr.
Country Aire Pool-100 N Fir Ave	\$5.00	\$5.00	\$150.00/hr.	\$200.00 /hr.
Pool Punch Cards for Residents Only	10 visits \$40.00			
Note: 2 hour minimum on private pool party reservations				

### **SHELTERS**

<i>Park Shelters Reservations</i>	<i>Resident</i>	<i>Non-Resident</i>
Jackson, Haskell, Sieling, Events Park, Leisure Park Country Aire, Nienhuis and Central	\$15.00/hr.	\$25.00/hr.
60 minutes allowance between reservations		

### **BATTLE CREEK GOLF COURSE FEES**



	October 1, 2024
Individual Membership	<del>\$220.50</del> <b>\$233.00</b> monthly, <del>\$2,550.00</del> <b>\$2700.00</b> annually plus tax
Family Membership	<del>\$253.83</del> <b>\$266.33</b> monthly, <del>\$2,950</del> <b>\$3100.00</b> annually plus tax
Weekday Membership	<del>\$186.33</del> <b>\$198.83</b> monthly <del>\$2,140</del> <b>\$2290.00</b> annually plus tax
<b>Public Rates with Cart</b>	
Regular Rate	<del>\$49.00</del> <b>\$52.00</b> -Weekdays plus tax, \$55.00 Weekends & Holidays plus tax
Twilight 2:30pm	<del>\$39.00</del> <b>\$41.00</b> plus tax
Seniors 55+ (Weekdays Only)	<del>\$39.00</del> <b>\$42.00</b> plus tax
Battle Card	<del>\$39.00</del> <b>\$42.00</b> plus tax, Weekdays <del>\$45.00</del> <b>\$49.00</b> Weekends & Holidays plus tax
Battle Card (Twilight 1:30)	<del>\$32.00</del> <b>\$34.00</b>
Senior Battle Card	<del>\$45.00</del> <b>\$49.00</b> plus tax weekends <del>\$34.00</del> <b>\$37.00</b> plus tax weekdays
9-hole	<del>\$33.00</del> <b>\$35.00</b> plus tax Weekdays
	<del>\$27.00</del> <b>\$28.62</b> plus tax walking Weekdays
	<del>\$39.00</del> <b>\$41.34</b> plus tax Weekends
	<del>\$33.00</del> <b>\$34.98</b> tax walking weekends

## 7. FIRE DEPARTMENT FEES

### EMERGENCY MEDICAL SERVICES

<b>Chargemaster Item</b>	<b>Rate</b>
ALS Emergency Charge per mile	\$18.00
ALS Non-Emergency Charge per mile	\$18.00
ALS Supplies – Capnography	\$156.00
ALS Supplies – Defibrillation	\$231.00
ALS Supplies – EKG Pads	\$ 40.43
ALS Emergency-External Pacing	\$231.00
ALS Supplies – IO Infusion	\$288.48
ALS Supplies –IV Therapy	\$283.80
ALS Supplies – Needle Thoracotomy	\$ 31.40
ALS Supplies-Surgical Airway	\$314.75
ALS1 Emergency/Non-Emergency Base Rate	\$1,300.00
ALS2 Base Rate	\$1,400.00
Ambulance Wait Time (30 min. minimum)	\$100.00 per hour
BLS Emergency/Non-Emergency Base Rate	\$1,100.00
BLS Emergency Charge Per Mile	\$18.00
BLS Non-Emergency Charge Per Mile	\$18.00
Drug – Adenosine	\$93.29
Drug – Albuterol	\$23.92
Drug – Amiodarone HCl	\$273.43



Drug – Aspirin Chewable	\$2.21
Drug – Atropine Sulfate	\$18.14
Drug – Calcium Chloride & Gluconate	\$28.57
Drug – Dextrose 50% (D50)	\$38.00
Drug – Dextrose D25	\$45.32
Drug – Diazepam	\$27.20
Drug-Diltiazem /Cardizem	\$49.16
Drug-Diphenhydramine	\$8.33
Drug-Dopamine	\$31.63
Drug-Epinephrine 1:10,000	\$12.00
Drug-Epinephrine 1:1,000	\$51.48
Drug-Etomidate	\$62.00
Drug-Fentanyl	\$40.80
Drug – Glucagon	\$236.00
Drug-Haloperidol	\$28.00
Drug-Hydroxocobalamin /Cyanokit	\$1300.00
Drug – Ipratropium Bromide	\$5.00
Drug-Ketamine	\$22.99
Drug-Labetalol	\$40.00
Tranexamic Acid (TXA)	\$41.93
Drug-Lidocaine HCl (2%)	\$34.54
Drug-Lidocaine Oral	\$6.92
Drug-Lorazepam	\$33.77
Drug – Magnesium Sulfate	\$24.01
Drug-Methylprednisolone /Solu-Medrol	\$43.00
Drug-Midazolam	\$43.60
Drug –Morphine Sulfate	\$54.40
Drug-Norepinephrine	\$39.00
Drug-Nitroglycerin	\$7.57
Drug –Naloxone /Narcan	\$32.74
Drug Oral Glucose	\$46.57
Drug-Ondansetron Tablet/Zofran	\$3.70
-Drug Phenylephrine	\$11.00
Drug-Phenylephrine 2%	\$5.74
Drug – Sodium Bicarbonate 50 CC	\$20.00
Extra Attend – 300+ lb. patient	\$44.00
NU Quick Trac Surg Airway	\$330.00
Spinal Immobilization	\$202.95



Standby fee for special events \$150 for a fire suppression unit per hour, \$100 for an ambulance per hour and \$50 per hour each additional firefighter

### **LIFE RIDE AND OUT OF CITY FIRE SUBSCRIPTION MEMBERSHIP FEES**

LifeRide Single Family Household Within City Limits	\$77.40 Annual Fee
LifeRide Single Family Household Outside City Limits	\$102.00 Annual Fee
LifeRide Apartment Unit	\$77.40 Annual Fee
LifeRide Skilled/Unskilled Care Facilities Per Resident	\$77.40 Annual Fee
Out of City Fire Subscription –without LifeRide	\$90.00 Annual Fee
Out of City LifeRide and Fire Subscribers Reduced Rate	\$150.00 Annual Fee

### **FIRE RUNS FOR OUTSIDE CITY LIMITS**

Fire Suppression for Residential or Commercial Structure Fire (Including mobile homes and out-buildings)	\$700.00 per truck /per hour
Contract for Fire Protection Services for non-residential/non-agricultural properties	\$1,000.00 per truck/per hour
Fire Suppression for Vehicles, Grass or Wildland, Rubbish, Trash, or other	\$300.00 per truck per hour
Hazardous Materials Response (plus supplies, contracted mitigation expenses, and mutual aid expenses)	\$700.00 per truck /per hour
False Alarms/Calls (after two (2) documented false calls in rolling year)	\$100.00 per truck/per hour
EMS Calls (Non-LifeRide Subscribers) with or without transport (plus expendable EMS equipment)	\$100.00 per truck/ per hour

**Note: minimum billing is one hour per truck; additional time shall be calculated to the nearest quarter hour after first hour.** On most structure fires, a minimum of five (5) trucks are dispatched. An expected minimum for any structure fire would exceed \$3500.00

### **8. COPY AND SEARCH FEES**

Copies of the Comprehensive Plan, Zoning Ordinance, Land Subdivision Code, Standard Construction Specifications and Development Policy Handbook	\$ Direct cost of copying
Copy Charge (8 1/2 x 14 or less)	\$0.25 per page
Copy Charge: Special Size Paper (larger than 8 1/2 x 14)	\$0.55 per page
Certified copy charge	\$1.00 per page
Paper larger than 11 x 17, microfilm, photographic paper or other specialty paper	Direct cost of reproduction
Any other media copy charge (such as flash or thumb drive, external hard drive, memory card, or other specialty media)	Direct cost of media reproduction



Audio/DVD/VCR/CD copy charge	\$10.00 per copy
Request solely for commercial purposes	direct cost of record search & copying \$20.00 per hour
Request that disrupts the essential functions of the City	direct cost of record search & copying \$20.00 per hour

**The City Manager is authorized to waive any fee, or any portion of a fee, contained in this Manual of Fees if it is determined by the City Manager to be in the best interest of the City and within the authority granted by the Broken Arrow Code of Ordinances.**



## SECTION 8



FINAL

# **WATER, WASTEWATER, STORMWATER, AND SOLID WASTE & RECYCLING COMPREHENSIVE RATE STUDY**

**B&V PROJECT NO. 404048, 411649**

**PREPARED FOR**

**Broken Arrow Municipal Authority**

**24 FEBRUARY 2025**





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## 1.0 Legal Notice

In conducting our analysis and in forming an opinion of the projection of future operations summarized in this report, Black & Veatch (B&V) has made certain assumptions with respect to conditions, events, and circumstances that may occur in the future. This methodology utilized by B&V in performing the analysis follows generally accepted practices for such projections. Such assumptions and methodologies are summarized in this report and are reasonable and appropriate for the purpose for which they are used; however, actual results may differ materially from those projected, as influenced by the conditions, events, and circumstances that actually occur. Such factors may include, but are not limited to, the ability to execute the capital improvement program as scheduled and within budget, regional climate and weather conditions affecting demand and supply, and adverse legislative and regulatory actions, or legal decisions (including but not limited to environmental law and regulations) affecting the ability of B&V's client to operate its system. Readers of this report are advised that any projected or forecasted financial, operating, performance, or strategy merely reflects the reasonable judgment of B&V at the time of preparing such information and is based on several factors and circumstances beyond B&V's control. Accordingly, no assurances are made that the projections or forecasts will be consistent with actual results or performances. Use of this report will constitute agreement by the user that (i) there is no warranty, express or implied, in this report, (ii) the user accepts the sole risk of any such use, and (iii) the user waives any claim for damages of any kind against B&V.



## 2.0 Executive Summary

The City of Broken Arrow (City), through the Broken Arrow Municipal Authority (BAMA), owns and operates water, wastewater, stormwater, and solid waste and recycling systems that service customers within and outside the City limits. BAMA is responsible for financing, developing, and operating the City’s water, wastewater, stormwater, and sanitation activities.

Under the terms of the current revenue bond covenants, BAMA has obligated itself to maintain and, when necessary, revise water and wastewater utility rates to (1) provide for the payment of Operation and Maintenance (O&M) expenses; (2) provide for the payment of principal and interest on outstanding revenue bonds and the maintenance of debt service funds; (3) maintain required debt service reserves and funds for depreciation, contingencies and improvement of the water and wastewater systems; and (4) maintain net revenues at or above certain specified levels over annual bond debt service requirements. In addition, before revenue bonds may be issued, BAMA must also comply with certain historical and projected earnings tests.

As a result of our evaluations and analyses, we offer the following summary of findings and recommendations for BAMA’s consideration. BAMA’s Fiscal Year (FY) is July 1- June 30.

Note: The study's latest actual data is for fiscal year 2023, with projections for fiscal year 2024 and beyond.

### 2.1 Summary of Findings

#### 2.1.1 Revenue Under Existing Rates

1. The water utility currently provides water service to about 43,200 retail customers inside and about 1,400 outside the City. Below is a summary of the projected number of retail accounts.

Description	Projected Number of Water Accounts						5-Year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Inside City	43,243	43,663	44,088	44,518	44,951	45,389	2,146	0.99%
Outside City	1,386	1,393	1,400	1,407	1,414	1,421	35	0.50%
Total	44,629	45,056	45,488	45,924	46,365	46,809	2,181	0.96%

The wastewater utility currently provides wastewater service to about 40,200 retail customers inside the City and about 25 outside the City. The projected number of retail accounts is projected to grow about 1% per year through FY 2029.

Description	Projected Number of Wastewater Accounts						5-Year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Inside City	40,189	40,581	40,977	41,376	41,780	42,188	1,998	0.99%
Outside City	25	25	25	25	25	25	0	0.00%
Total	40,214	40,606	41,002	41,401	41,805	42,213	1,998	0.99%

The stormwater utility currently serves about 41,000 customers with about 77,200 equivalent stormwater billing units (ESUs). Below is a summary of the projected residential and non-residential ESUs.



Description	Projected Stormwater ESUs						5-Year Increase	Average Annual
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Residential	42,942	43,307	43,675	44,046	44,421	44,798	1,856	0.86%
Non-Residential	34,255	34,255	34,255	34,255	34,255	34,255	0	0.00%
Total ESUs	77,197	77,562	77,930	78,301	78,676	79,053	1,856	0.86%

The solid waste and recycling utility currently provides services to about 38,200 residential customers, which is projected to increase by about 0.5% per year through FY 2029.

Description	Projected Solid Waste & Recycling Customers						5-Year Increase	Average Annual
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Residential	38,185	38,376	38,568	38,761	38,954	39,149	964	0.51%

Treated water and wastewater sales to retail customers are projected by applying a projected unit usage per account to the projected number of accounts. Below is a summary of projected water and wastewater usage through FY 2029.

Description	Projected Water Usage (1,000 gallons)						5-Year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Inside City	4,468,000	4,505,600	4,543,600	4,581,900	4,620,500	4,659,500	191,500	0.86%
Outside City	130,900	131,500	132,100	132,700	133,400	134,000	3,100	0.47%
Total	4,598,900	4,637,100	4,675,700	4,714,600	4,753,900	4,793,500	194,600	0.85%

Description	Projected Wastewater Usage (1,000 gallons)						5-Year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Inside City	2,926,900	2,952,700	2,978,800	3,005,100	3,031,700	3,058,600	131,700	0.90%
Outside City	8,900	8,900	8,900	8,900	8,900	8,900	0	0.00%
Total	2,935,800	2,961,600	2,987,700	3,014,000	3,040,600	3,067,500	131,700	0.90%

- In this report, projected revenue from rates reflects BAMA's rates for all utilities that went into effect on October 1, 2022. The water retail rates consist of monthly minimum charges, which vary by meter size for water, plus a volume charge by customer class. The wastewater rate structure is also comprised of fixed and volumetric charge components. In addition, it includes a flat service charge and surcharges for Biochemical Oxygen Demand (BOD), Total Suspended Solids (TSS), and Oil & Grease (O&G) surcharges.

The stormwater rate structure for all properties is based on impervious area determined as a uniform charge per ESU, which is defined as 2,650 square feet of impervious area; each residential parcel is assigned one (1) ESU, and each Non-Residential parcel is assigned an ESU value based on the actual impervious area determined for that parcel.

The solid waste rate structure for all properties consists of a trash collection residential monthly fee, an extra cart fee, and a yard waste collection fee per bag in excess of 10 bags.

The existing rate structures are described in more detail in Section 4.5.1.

- Revenue is derived from treated water, wastewater, stormwater, solid waste, and recycling service charges. A summary of projected billed water revenue is shown on the following page and reflects annual revenue growth of about 1.4% per year through FY 2029.



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

Description	Projected Billed Water Revenue						5-year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Inside City	28,744,800	28,992,500	29,242,900	29,495,300	29,749,900	30,007,100	1,262,300	0.88%
Outside City	973,600	978,100	982,700	987,200	992,300	996,900	23,300	0.48%
Total	29,718,400	29,970,600	30,225,600	30,482,500	30,742,200	31,004,000	1,285,600	1.36%

The table below summarizes billed wastewater revenue, which is projected to increase by about 0.9% per year through FY 2029.

Description	Projected Billed Wastewater Revenue						5-Year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Inside City	17,378,600	17,535,200	17,693,600	17,853,500	18,014,900	18,178,300	799,700	0.92%
Outside City	48,000	48,000	48,000	48,000	48,000	48,000	0	0.00%
Total	17,426,600	17,583,200	17,741,600	17,901,500	18,062,900	18,226,300	799,700	0.92%

As shown in the table below, billed stormwater revenue is projected to increase by about 0.9% annually.

Description	Projected Billed Stormwater Revenues						5-Year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Residential	4,810,100	4,851,000	4,892,200	4,933,800	4,975,700	5,018,000	207,900	0.86%
Non-Residential	3,837,000	3,837,000	3,837,000	3,837,000	3,837,000	3,837,000	0	0.00%
Total	8,647,100	8,688,000	8,729,200	8,770,800	8,812,700	8,855,000	207,900	0.86%

Projected billed solid waste and recycling revenue for residential customers is projected to increase by about 0.5% per year during the study period.

Description	Projected Solid Waste & Recycling Revenues						5-year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Residential	7,675,200	7,713,600	7,752,100	7,790,900	7,829,800	7,869,000	193,800	0.51%

## 2.1.2 Revenue Requirements

- Costs of service to be recovered from water and wastewater service charges include (1) O&M expenses, (2) capital outlay, (3) debt service requirements for both revenue bonds and state revolving loans consisting of principal and interest payments; (4) expenditures for capital improvements not financed from bond proceeds or contributions; and (5) Payment in Lieu of Taxes (PILOT).
- Operating expense projections for FY 2025 through FY 2029 are based on budgeted FY 2024 expense amounts adjusted to recognize allowances for the combined effect of inflation, projected system growth, and anticipated changes to the budget. Water O&M expenses are projected to increase from \$19.5 million in FY 2024 to \$23.0 million in FY 2029.



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

Description	Budget	Projected Water O&M Expenses					5-year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Direct Water	12,693,800	12,905,800	13,419,400	13,943,100	14,405,900	14,886,300	2,192,500	3.45%
Indirect Water	4,787,400	4,912,800	5,127,000	5,416,500	5,612,200	5,816,000	1,028,600	4.30%
Capital Outlay	2,043,400	2,043,400	2,104,600	2,167,800	2,232,900	2,299,800	256,400	2.51%
Total	19,524,600	19,862,000	20,651,000	21,527,400	22,251,000	23,002,100	3,477,500	3.56%

Wastewater O&M expenses are projected to increase by about 2.3% per year, from \$11 million in FY 2024 to \$12.3 million in FY 2029.

Description	Budget	Projected Wastewater O&M Expenses					5-year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Direct Wastewater	6,980,400	6,825,300	7,007,000	7,284,800	7,452,800	7,654,500	674,100	1.93%
Indirect Wastewater	2,632,600	2,630,000	2,744,400	2,898,900	3,003,900	3,113,000	480,400	3.65%
Capital Outlay	1,343,500	1,338,000	1,378,100	1,419,500	1,462,100	1,505,900	162,400	2.42%
Total	10,956,500	10,793,300	11,129,500	11,603,200	11,918,800	12,273,400	1,316,900	2.40%

Stormwater O&M expenses are projected to increase by about 4% per year, from \$6.4 million in FY 2024 to \$7.9 million in FY 2029.

Description	Budget	Projected Stormwater O&M Expenses					5-year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Direct Stormwater	4,339,600	4,414,200	4,819,100	5,024,300	5,137,500	5,338,800	999,200	4.61%
Indirect Stormwater	1,636,800	1,700,900	1,774,900	1,874,900	1,942,700	2,013,300	376,500	4.60%
Capital Outlay	444,600	444,700	458,000	471,700	485,900	500,500	55,900	2.51%
Total	6,421,000	6,559,800	7,052,000	7,370,900	7,566,100	7,852,600	1,431,600	4.46%

Solid waste and recycling O&M expenses are projected to increase by about 3.5% per year, from \$13.1 million in FY 2024 to \$15.4 million in FY 2029.

Description	Budget	Projected Solid Waste & Recycling O&M Expenses					5-year Increase	Average Annual Increase
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029		
Direct Sanitation	8,384,000	8,785,200	8,680,500	9,024,900	9,388,400	9,772,300	1,388,300	3.31%
Indirect Sanitation	3,161,900	3,347,100	3,466,700	3,591,100	3,720,400	3,854,700	692,800	4.38%
Capital Outlay	1,541,000	1,546,500	1,592,900	1,640,600	1,689,900	1,740,600	199,600	2.59%
Total	13,086,900	13,678,800	13,740,100	14,256,600	14,798,700	15,367,600	2,280,700	3.49%

- The projected major capital improvement program for the water utility for FY 2024 through FY 2029 is estimated to total \$49,003,800 based on current scheduling and cost data supplied by BAMA staff. With inflation, the total program is estimated to be \$53,284,400. The improvement program includes projects associated with growth, source of supply, treatment, and transmission and distribution.

Description	Water Capital Improvement Program						6- Year Program
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Source of Supply	\$ -	\$ 870,000	\$ 1,000,000	\$ 2,000,000	\$ 6,150,000	\$ -	\$ 10,020,000
Treatment	\$ -	\$ 54,000	\$ 499,000	\$ 2,208,000	\$ 2,225,000	\$ -	\$ 4,986,000
Transmission & Distribution	\$ 10,088,500	\$ 2,645,700	\$ 1,116,500	\$ 5,571,100	\$ 8,696,000	\$ 5,880,000	\$ 33,997,800
Total	\$ 10,088,500	\$ 3,569,700	\$ 2,615,500	\$ 9,779,100	\$ 17,071,000	\$ 5,880,000	\$ 49,003,800



The program is anticipated to be principally financed through future State Revolving Fund (SRF) loans, cash financing, available funds and reserves, and interest income. Water loans of \$9.95 million in FY 2024, \$3.50 million in FY 2025, \$2.49 million in FY 2026, \$10.59 million in FY 2027, \$16.67 million in FY 2028 and \$3.45 million in FY 2029 are projected. Below is a summary of the projected annual water debt service through FY 2029.

Description	Projected Water Annual Debt Service Requirements					
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Existing Revenue Bonds	4,714,200	4,753,700	4,898,500	4,926,700	4,945,400	4,946,800
Existing State Revolving Loans	3,366,100	2,780,200	2,259,800	2,260,300	2,260,400	2,265,900
Proposed State Revolving Loans	290,100	802,000	1,019,000	1,430,300	2,352,700	3,140,000
Total	8,370,400	8,335,900	8,177,300	8,617,300	9,558,500	10,352,700

4. The projected major capital improvement program for the wastewater utility for FY 2024 through FY 2029 is estimated to total \$155,671,000 based on current scheduling and cost data supplied by BAMA staff. With inflation, the total program is estimated to be \$170,123,500. The improvement program includes projects associated with growth, collection, pumping, and treatment plants.

Description	Wastewater Capital Improvement Program						6- Year Program
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Collection and Pumping	14,971,000	12,437,500	11,807,000	13,915,000	17,250,500	30,552,000	100,933,000
Treatment Plants	2,987,400	9,612,800	9,642,800	5,740,000	9,200,000	17,555,000	54,738,000
Total	17,958,400	22,050,300	21,449,800	19,655,000	26,450,500	48,107,000	155,671,000

The program is anticipated to be financed through future loans, cash financing, available funds and reserves, and interest income. Wastewater loans of \$13.6 million in FY 2024, \$23.8 million in FY 2025, \$22.8 million in FY 2026, \$21.3 million in FY 2027, \$29.3 million in FY 2028 and \$54.2 million in FY 2029 are projected. Below is a summary of the projected annual wastewater debt service through FY 2029.

Description	Projected Wastewater Annual Debt Service Requirements					
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Existing Revenue Bonds	2,647,200	2,705,100	2,875,900	2,869,600	2,862,000	2,862,700
Existing State Revolving Loans	4,538,600	5,127,600	5,106,400	5,091,700	5,038,400	4,981,400
Proposed State Revolving Loans	310,300	1,444,200	3,090,600	4,648,800	6,377,000	9,160,100
Total	7,496,100	9,276,900	11,072,900	12,610,100	14,277,400	17,004,200

5. The projected major capital improvement program for the stormwater utility for FY 2024 through FY 2029 is estimated to total \$10,132,500 based on current scheduling and cost data supplied by BAMA staff. With inflation, the total program is estimated to be \$10,510,400. The improvement program shown includes projects associated with conveyance, dam facility, and master drainage plans.

Description	Stormwater Capital Improvement Program						6- Year Program
	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
Conveyance	\$ 4,450,000	\$ 1,970,000	\$ 765,000	\$ 1,795,000	\$ 20,000	\$ 480,000	\$ 9,480,000
Detention Facility	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Dam Facility	\$ 25,000	\$ 52,500	\$ 50,000	\$ -	\$ -	\$ -	\$ 127,500
Master Drainage Plans	\$ -	\$ 25,000	\$ -	\$ 500,000	\$ -	\$ -	\$ 525,000
Total	\$ 4,475,000	\$ 2,047,500	\$ 815,000	\$ 2,295,000	\$ 20,000	\$ 480,000	\$ 10,132,500

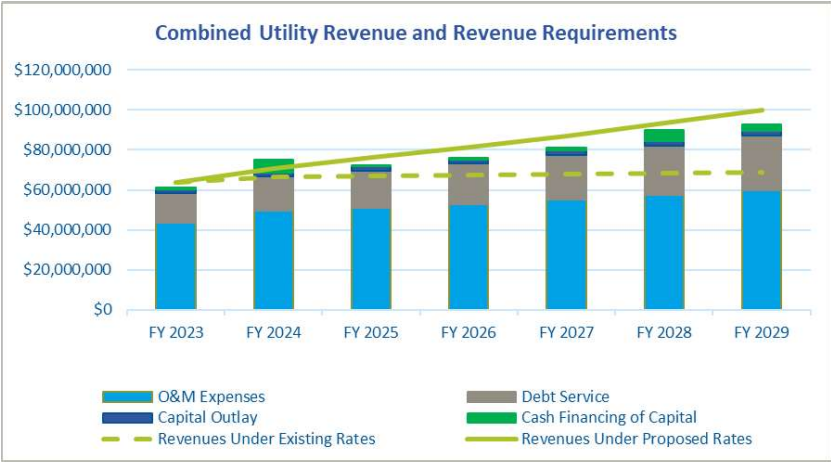


The program is anticipated to be principally financed through future General Obligation (GO) bonds, fees in lieu of detention, and interest income.

6. There is no projected major capital improvement program for the solid waste and recycling utility for FY 2024 through FY 2029.

2.1.3 Summary of Cash Flow Results

1. The figure below presents the projected combined revenue and revenue requirements through 2029. The comparison of the total revenue requirements and revenue under existing rates indicates a funding gap beginning in 2024.



2. Analyses of projected revenues and revenue requirements for all utilities were conducted individually to determine the adequacy of the existing utility rates and the magnitude of retail revenue increases needed for each utility. The proposed schedule of rates for solid waste and recycling maintains the existing rate structure and reflects annual increases based on the proposed increases. The tables below present a summary of the estimated overall annual retail revenue increases for each utility.

Proposed Water Rate Adjustments:	
October 1, 2023 (implemented)	7.0%
October 1, 2024 (implemented)	2.0%
October 1, 2025	2.0%
October 1, 2026	2.0%
October 1, 2027	2.0%
October 1, 2028	2.0%

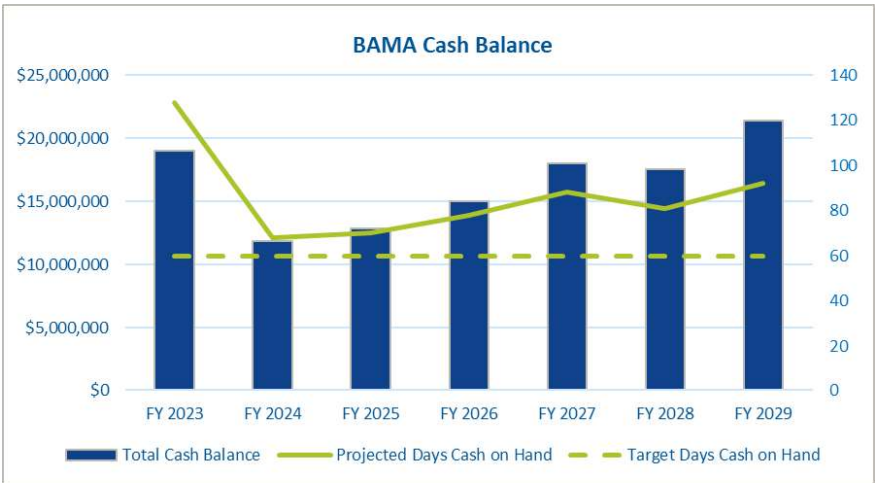
Proposed Wastewater Rate Adjustments:	
October 1, 2023 (implemented)	7.0%
October 1, 2024 (implemented)	13.0%
October 1, 2025	13.0%
October 1, 2026	13.0%
October 1, 2027	13.0%
October 1, 2028	13.0%

Proposed Stormwater Rate Adjustments:	
October 1, 2023 (implemented)	9.0%
October 1, 2024 (implemented)	2.0%
October 1, 2025	2.0%
October 1, 2026	2.0%
October 1, 2027	2.0%
October 1, 2028	2.0%

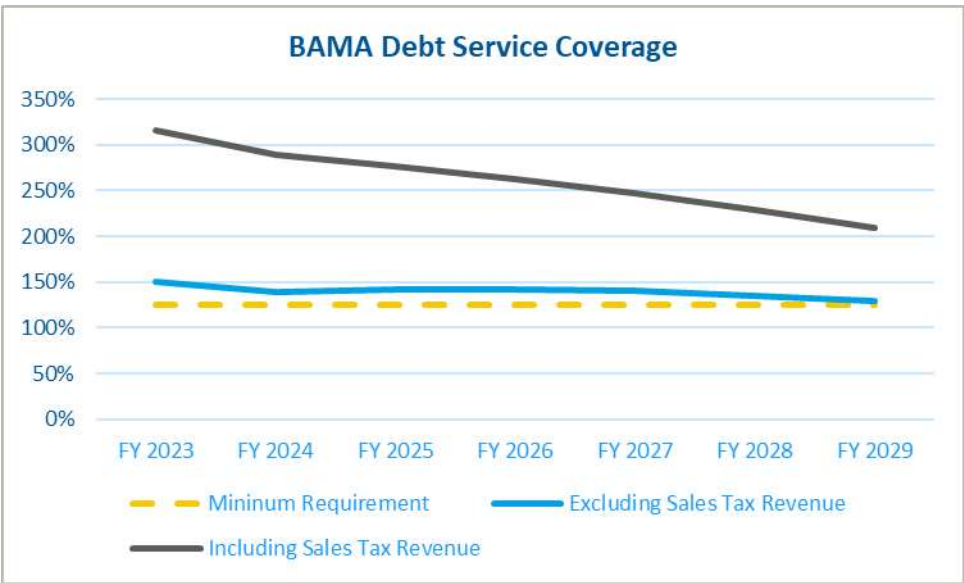
Proposed Solid Waste Rate Adjustments:	
October 1, 2023 (implemented)	\$5.00
October 1, 2024 (implemented)	\$2.50
October 1, 2025	\$2.50
October 1, 2026	\$2.50
October 1, 2027	\$2.50
October 1, 2028	\$2.50



3. Indicated working capital balances are established for this report at a level equal to 60 days of O&M expense. The figure below shows that the proposed annual revenue adjustments will allow BAMA to meet the adequate working capital balance through 2029.



4. An additional consideration in measuring the adequacy of revenues is providing sufficient debt service coverage to meet the bond covenant requirements for the issuance of parity revenue bonds. Since bonds for the water and wastewater utilities are issued as combined utility revenue bonds, debt service coverage is considered for the two utilities on a combined basis. With the proposed annual revenue adjustments, the required minimum levels of coverage are met in all years, as shown below.



## 2.2 Proposed Recommendations

Based on the financial planning and cost of service analysis performed for the study period, the Black & Veatch team proffers the following series of recommendations:



1. A 7% annual water revenue increase that went into effect October 1, 2023 and implement a series of 2% annual water revenue increases to go into effect October 1 of 2024, 2025, 2026, 2027, and 2028.
2. A 7% annual wastewater revenue increase that went into effect October 1, 2023 and implement a series of 13% annual wastewater increases to go into effect October 1 of 2024, 2025, 2026, 2027, and 2028.
3. A 9% annual stormwater revenue increase that went into effect October 1, 2023 and implement a series of 2% annual stormwater increases to go into effect October 1 of 2024, 2025, 2026, 2027, and 2028.
4. An increase in the monthly Residential solid waste and recycling fee of \$5.00 that went into effect October 1, 2023, and an increase of \$2.50 annually to go into effect October 1 of 2024, 2025, 2026, 2027, and 2028.

The recommendations above enable the water, wastewater, stormwater, and solid waste and recycling utilities to meet all their financial obligations so that BAMA can continue to provide reliable service to serve the needs of existing and future customers. Proposed rate schedules are shown in Tables ES-1, ES-2, ES-3, and ES-4 on the following pages. The proposed revenue increases for FY 2025 went into effect October 1, 2024.



Table ES 1 - Proposed Water Rates

Meter Size	2025 Adopted	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
<b>INSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	11.79	13.05	13.30	13.55	13.80
1"	13.01	14.25	14.50	14.75	15.05
1.5"	17.50	18.90	19.30	19.70	20.10
2"	25.00	26.50	27.00	27.50	28.00
3"	57.17	59.50	60.50	61.50	62.50
4"	93.90	97.00	99.00	101.00	103.00
6"	110.12	113.00	115.00	117.00	119.00
8"	155.30	159.00	162.00	165.00	168.00
10" and Over	208.93	214.00	218.00	222.00	226.00
Volume Charge - \$/kgal					
Retail	6.54	6.86	6.99	7.13	7.27
Parks/Cemeteries/Golf Courses	9.00	9.37	9.55	9.74	9.93
Greens at Broken Arrow	6.54	6.86	6.99	7.13	7.27
<b>OUTSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	13.14	14.40	14.65	14.90	15.20
1"	14.55	15.85	16.15	16.45	16.75
1.5"	19.49	20.90	21.30	21.70	22.10
2"	27.68	29.20	29.80	30.40	31.00
3"	63.55	66.00	67.50	69.00	70.50
4"	105.19	108.50	110.50	112.50	114.50
6"	115.75	119.00	121.00	123.00	125.00
8"	163.77	168.00	171.00	174.00	177.00
10" and Over	220.23	226.00	231.00	236.00	241.00
Volume Charge - \$/kgal					
Retail	7.50	7.84	7.99	8.15	8.31
kgal - 1,000 gallons					



Table ES 2 - Proposed Wastewater Rates

Meter Size	2025 Adopted	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
<b>INSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	13.55	16.65	18.75	21.15	23.85
1"	14.96	18.30	20.65	23.30	26.30
1.5"	19.98	24.10	27.20	30.70	34.70
2"	27.25	32.50	36.80	41.60	47.10
3"	65.20	76.50	86.50	98.00	111.00
4"	107.26	125.00	141.50	160.50	182.00
6"	125.43	146.00	166.00	188.00	213.00
8"	176.59	205.00	233.00	264.00	300.00
10" and Over	237.64	275.00	312.00	354.00	402.00
Volume Charge - \$/1,000 gallons					
Residential	5.43	6.46	7.31	8.27	9.36
Non-Residential	5.96	7.07	8.00	9.05	10.25
Contract Sewer	6.21	7.36	8.33	9.43	10.68
Greens at Broken Arrow	5.43	6.46	7.31	8.27	9.36
Flat Service Charge - \$/month (a)	55.50	64.10	72.75	82.55	93.70
Excess Strength Surcharge - \$/lb					
BOD over 250 mg/l	0.5000	0.5800	0.6600	0.7500	0.8500
BOD over 250 mg/l	0.1600	0.1800	0.2000	0.2300	0.2600
Oil and Grease over 100 mg/l	0.1600	0.1800	0.2000	0.2300	0.2600
<b>OUTSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	14.61	17.85	20.10	22.70	25.65
1"	16.18	19.70	22.20	25.05	28.30
1.5"	21.63	26.00	29.40	33.20	37.50
2"	31.30	37.20	42.10	47.60	53.90
3"	70.96	83.00	94.00	106.50	120.50
4"	116.35	135.50	153.50	174.00	197.50
6"	128.74	150.00	170.00	193.00	219.00
8"	181.53	211.00	239.00	271.00	307.00
10" and Over	244.25	283.00	321.00	364.00	413.00
Volume Charge - \$/1,000 gallons					
Residential	6.34	7.51	8.50	9.62	10.89
Non-Residential	6.64	7.86	8.90	10.08	11.42
Flat Service Charge - \$/month (a)	62.70	72.40	82.15	93.25	105.85
Excess Strength Surcharge - \$/lb					
BOD over 250 mg/l	0.5900	0.6800	0.7700	0.8700	0.9900
BOD over 250 mg/l	0.1900	0.2200	0.2500	0.2800	0.3200
Oil and Grease over 100 mg/l	0.1900	0.2200	0.2500	0.2800	0.3200

(a) Applies to Residential customers only. Outside City Service and Volume charges will apply to Non-Residential customers.

kgal - 1,000 gallons

lb - pound

BOD - Biochemical Oxygen Demand

TSS - Total Suspended Solids

mg/l - milligrams per liter



Table ES 3 - Proposed Stormwater Rates

Description	2025 Adopted	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
\$					
Service Charges - \$/ESU/Month (a)					
Residential	10.22	10.72	10.93	11.14	11.36
Non - Residential	10.22	10.72	10.93	11.14	11.36

(a) 1 Equivalent Stormwater Unit (ESU) is equal to 2,650 square feet of impervious area.

Table ES 4 - Proposed Solid Waste and Recycling Rates

Description	2024 Adopted	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
Service Charges - \$/Month						
Residential Fee	21.75	24.25	26.75	29.25	31.75	34.25
Extra cart	7.50	7.50	7.50	7.50	7.50	7.50
Each Yard waste bags (in excess of 20)	5.00	5.00	5.00	5.00	5.00	5.00



## 3.0 Introduction

The City of Broken Arrow (City), through the Broken Arrow Municipal Authority (BAMA), owns and operates water, wastewater, stormwater, and solid waste and recycling systems that service customers within and outside the City limits. BAMA is responsible for financing, developing, and operating the City's water, wastewater, stormwater, and solid waste and recycling activities.

### 3.1 Purpose

This report examines the four systems' respective projected revenue and rate requirements. The purpose of this report is to (1) project and examine the future operating and capital financing requirements of the 4 systems, (2) determine the adequacy of existing rates to recover the requirements, and (3) recommend revenue adjustments for rates and charges for the four systems to enable revenue sufficiency and financial viability.

### 3.2 Scope

This report presents the results of a comprehensive study of the projected revenue requirements, costs of service, proposed rates for the water and wastewater system, and projected revenue requirements for stormwater and solid waste and recycling. Revenues and revenue requirements are projected for the six fiscal years (FY) 2024 through 2029, recognizing anticipated customer growth, water use, and wastewater flows throughout the service area. The study of revenue requirements recognizes projected operation and maintenance (O&M) expenses, capital improvement requirements to be met from revenues, and principal and interest payments on outstanding and proposed loans and bond issues. In addition, requirements of existing revenue bond indentures are also recognized.

Costs of treated water and wastewater service are developed for each group of customers and type of service based on consideration of utility revenue needs and projected customer service requirements. Treated water and wastewater rate adjustments are designed for retail and water wholesale customers in accordance with allocated costs of service and local policy considerations.

### 3.3 Study Methodology

This study's development of user rates and charges requires integrating the financial plan and rate design.

#### 3.3.1 Financial Plan

Developing and updating a financial plan is necessary to focus on financial discipline, build financial stability, and maintain sustainable financial planning practices. In addition, the financial planning process helps establish a financial roadmap to meet all of the water, wastewater, stormwater, and solid waste utility's obligations.



As illustrated in [Figure 3-1](#), the key components of a financial plan are (i) projection of revenues from user rates and other sources; (ii) development of a capital financing plan to decide the mix of debt and cash funding of capital program; (iii) projection of revenue requirements (O&M and capital costs, and target reserves); and (iv) determination of the level and timing of revenue adjustments needed to maintain financial viability.

The annual revenue requirements are typically developed on a *cash-needs basis* for public utility rate setting. The revenue requirements, under the cash-needs basis approach, include the following:

- O&M expenditures,
- Debt service expenses,
- Cash financing of the capital program, and
- Other obligations, such as payments and transfers for specific purposes.

A financial plan is typically prepared for a multi-year period to establish financial stability. A six-year financial plan was developed for each utility to achieve the financial objectives and target metrics defined to build and sustain financial integrity. FY2024 through FY2029 is the revenue and revenue requirement projections forecast period.

The revenue adjustments represent the annual revenue increases necessary to meet the annual net revenue requirements.

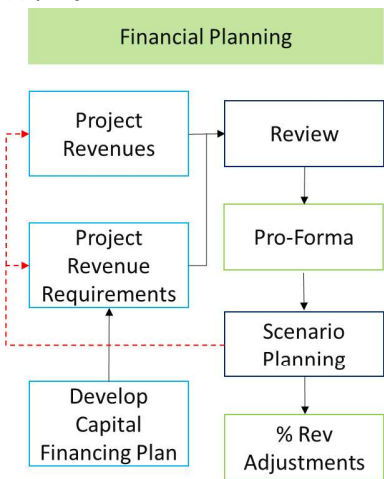


Figure 3-1: Financial Planning

3.3.2 Rate Design

The second component is an evaluation of the existing rate structure components and the development of proposed user rates and charges. User rates and charge schedules typically include fixed, volumetric, and other special charge rate components. As illustrated in [Figure 3-2](#), the rates and charges are designed to recover the annual cost of service allocated to these different rate components based on local policy and practical considerations.

The study methodology described above and used in the financial planning and rate design analysis reflects the application of industry-accepted rate setting approaches that are provided in the following two guidance manuals:

- American Water Works Association (AWWA) *Manual M-1: Principles of Water Rates, Fees, and Charges* for water rate setting; and
- Water Environment Foundation (WEF) *Financing and Charges for Wastewater Systems* for wastewater.

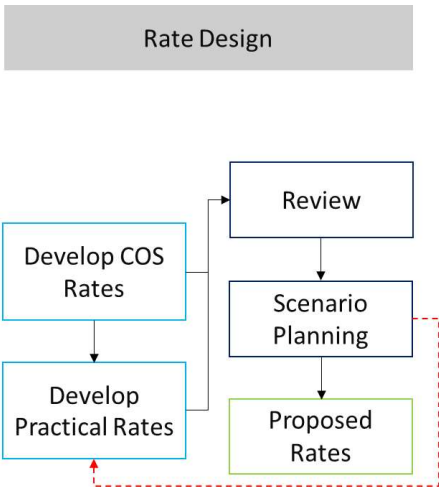


Figure 3-2: Rate Design



## 4.0 Rate Structure Overview

The revenue requirements of the water, wastewater, stormwater, and solid waste utilities, net of any miscellaneous sources of revenues, are recovered from user rates and charges. A water rate structure usually consists of two primary components: fixed and volumetric charges. Similarly, a wastewater rate structure more commonly consists of a fixed charge, a volumetric charge, and a pollutant charge (for wastewater pollutants such as Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS)). The stormwater rate structure is typically based on the amount of impervious area for each parcel, and solid waste and recycling revenue is usually recovered through a monthly flat fee based on the number of carts. Occasionally, a utility's rate structure may include special surcharges or special assessments to recover costs associated with certain service situations such as purchased water, pumping to elevations, drought conditions, readiness-to-serve, environmental conditions, and extra-strength wastewater discharges.

### 4.1 Fixed Charge

A utility's annual revenue requirements comprise mostly fixed costs such as salaries and benefits, pension obligations, debt service, cash financing for infrastructure renewal, and costs related to providing adequate capacity for service. These fixed costs occur regularly regardless of the amount of water the customer uses.

Therefore, water and wastewater rate structures should try to recover at least some fixed costs based on billing parameters unrelated to water usage or wastewater flow. The fixed charge, which is assessed regardless of the volume of water used, provides a mechanism to recover some of the fixed annual operating costs of the utility reliably and provides some revenue stability.

In the utility industry, fixed charges are designed to recover one or more of the following types of costs, namely, (i) metering, (ii) billing, (iii) readiness-to-serve cost, (iv) specific capital investment, and (v) other specific costs. The costs of providing these functions vary among types of customers and factors such as the size and capacity of the meters. Therefore, fixed water and wastewater charges are usually assessed based on meter size and customer class to provide equitable cost recovery.

### 4.2 Volumetric (Usage) Charge

In the utility industry, usage charges are designed to recover all other costs (except those recovered through the fixed charge) associated with the treatment and delivery of water service and the collection, treatment, and disposal of wastewater.

The three common types of volumetric charge are (i) inclining block rate, where the usage in the next higher usage block is priced at a higher rate per unit; (ii) uniform block rate, where all units of usage are priced at the same unit rate; and (iii) declining block rate, where the usage in the next higher usage block is priced at a lower rate per unit. As usage patterns vary among customer classes and consequently, different classes place different levels of service demands; different volumetric rates can be established for the various customer classes. Practical considerations, including conservation, equity, affordability, and ease of administration are addressed in designing the volumetric rate structure.

### 4.3 Stormwater Charge

Stormwater charges are designed to recover operating and capital costs associated with managing stormwater runoff from impervious surfaces and maintaining the quality of receiving waters, e.g., rivers,



lakes, etc. The stormwater charges are based on an equivalent stormwater unit (ESU), which is a measure of a defined amount of impervious area. While impervious area is used as a basis for over 90% of stormwater utilities, gross area or lot size and other methods are also used in the industry. The common residential stormwater rate structures are (i) uniform charge, where all residential parcels have the same charge regardless of property size; (ii) multiple tiers based on the size of the property; and (iii) individually determined based on actual impervious area. Typically, non-residential stormwater charges are individually determined based on actual impervious area.

## 4.4 Solid Waste Charge

Typically, fixed charges are designed to recover solid waste charges, which are designed to recover the operating and capital costs associated with providing trash and recycling services to customers. Each customer may pay a monthly fee for a specific amount of refuse (such as 1 cart), and extra charges may apply for extra refuse outside the cart.

## 4.5 Existing Rate Structure

### 4.5.1 Water Rate Structure

Consistent with industry rate structures, the water rate structure comprises Fixed Charge and Volumetric Charge components. The water rate structure includes the following two components:

- Service Charge (Fixed Charge); and
- Volume Charge (Volumetric Charge).

Some of these components apply to only specific customer classes. The revenues derived from the above charges are collectively referred to as **“Water Service Revenues.”**

- **Service Charge:** The existing Service Charge for all customer classes is based on meter size.
- **Volume Charge:** The existing Volume Charge for all customer classes is based on the quantity of water the customers use.

Separate service and volume charges apply to inside and outside City customers. The inside City Parks, Cemeteries, and Golf Course customer classes have a separate volume charge from the other inside City customer classes. As the study has taken more time than intended to be finalized, the “existing rates” are based on FY 2023. The adopted water rate schedule for FY 2023 is presented in [Table 3](#) in the Appendix. All customers are billed monthly.

### 4.5.2 Wastewater Rate Structure

The wastewater rate structure also comprises of Fixed Charge and Volumetric Charge components. The wastewater rate structure includes the following four components:

- Service Charge (Fixed Charge);
- Volume Charge (Volumetric Charge);
- Flat Service Charge (Fixed Charge); and
- BOD, TSS, and Oil & Grease Charge (Surcharge).

The revenues derived from all these four sources are collectively referred to as **“Wastewater Service Revenues.”** Some of these user rate components apply to only specific customer classes.



- **Service Charge:** The existing Service Charge for all customer classes is based on meter size.
- **Volume Charge:** The existing volume wastewater charge is based on each customer’s average water consumption for January, February, and March.

Separate service and volume charges apply to inside and outside City customers.

**Flat Service Charge:** The flat sewer charge is monthly for customers who don’t receive water services. The inside-city flat service charge applies to residential customers only. For inside-city non-residential, the outside-city rates apply.

**Surcharge:** The existing wastewater surcharge is based on the strengths of BOD, TSS, and Oil and Grease of certain customers. Separate surcharges apply to inside and outside City customers.

The adopted wastewater rate schedule for FY 2023 is presented in *Table 15* in the Appendix.

**4.5.3 Stormwater Rate Structure**

The stormwater rate structure for all properties is based on impervious area determined as follows:

- Uniform Charge per equivalent stormwater unit (ESU) is defined as 2,650 square feet of impervious area.
  - Each residential parcel is assigned one (1) ESU, and
  - Each Non-Residential parcel is assigned an ESU value based on the actual impervious area determined for that parcel.

The adopted wastewater rate schedule for FY 2023 is presented in *Table 27* in the Appendix.

**4.5.4 Solid Waste Rate Structure**

The solid waste rate structure, shown in *Table 36*, is as follows for all properties:

- Trash collection: Standard residential monthly fee.
- Extra Cart Fee
- Yard Waste collection: Per bag over 10 bags.



## 5.0 Water Utility

The financial plan and rate design were developed to meet all the water utility’s funding obligations and achieve financial adequacy, as discussed in Section 3.3.

The water utility financial plan has been developed for the six-year forecast period of FY 2024 through FY 2029 and includes the following key components:

- Revenue projections (user rate revenues and non-rate revenues),
- Capital improvement program financing,
- Annual revenue requirement projections and
- Annual proposed revenue increases

Note: The study's latest actual data is for fiscal year 2023, with projections for fiscal year 2024 and beyond.

### 5.1 Water Revenue Projections Under Existing Rates

The water utility revenues are derived from the following sources:

- Water Service Revenues (Service and Volume Charges)
- Other Revenues

As a first step in developing the financial plan, Water Service Revenues under the FY 2023 existing rates are projected for the forecast period.

#### 5.1.1 Water Revenue Under Existing Rates

As described in Section 4.5.1, the Water Service Revenue consists of two charge components. Each component’s revenues are projected based on billing units and applicable existing rate schedules. The billing units necessary to compute the Service Charge revenues are the *number of accounts* based on meter size and customer class. The billing units necessary to compute the Volume Charge are the *annual water usage* by customer class. Other sources of income include charges for water taps, turn-ons, penalties, overhead fees, and other miscellaneous revenue.

##### 5.1.1.1 Projection of Customer Accounts

Historical billing units are typically reviewed and used to project billing units for the forecast period. The project team reviewed historical accounts and average usage trends for each customer class referenced in Section 4.5.1.

As shown in [Table 1](#), the total number of water accounts is anticipated to increase from about 44,629 in FY 2024 to 46,809 in FY 2029 at an overall annual system growth rate of 0.96%.

[Figure 5-1](#) presents the historical and projected number of accounts for the water utility.



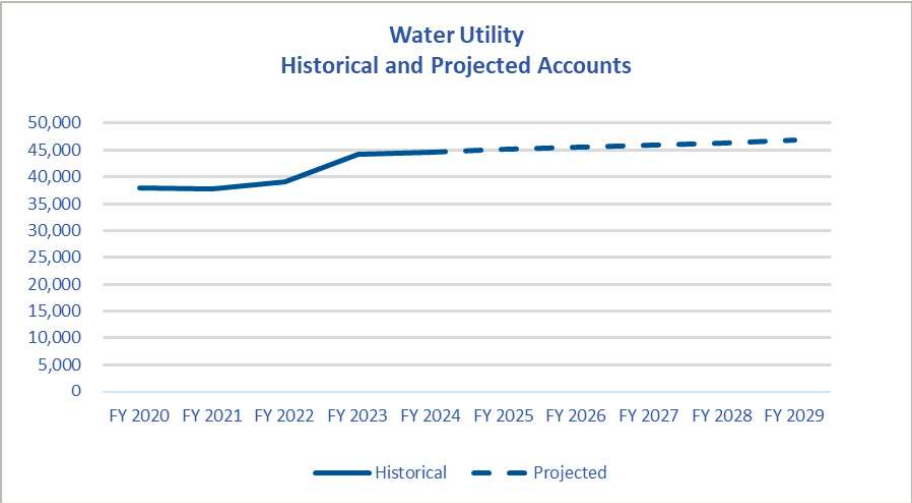


Figure 5-1 - Historical and Projected Water Accounts

5.1.1.2 Projection of Water Usage

Billed water volumes are projected based on estimates of the number of water accounts and the average billed usage per account. Average water use per account is determined based on historical usage.

As shown in [Table 2](#), water sales volumes for this period are projected to increase at an average rate of about 0.8% annually beginning in FY 2025, primarily due to projected growth in the number of customers served.

Total system water usage is projected to increase from 4,598,900 1,000 gallons (kgals) in FY 2024 to 4,793,500 kgals in FY 2029.

Figure 5-2 presents the historical and projected annual billed volume for the water utility.

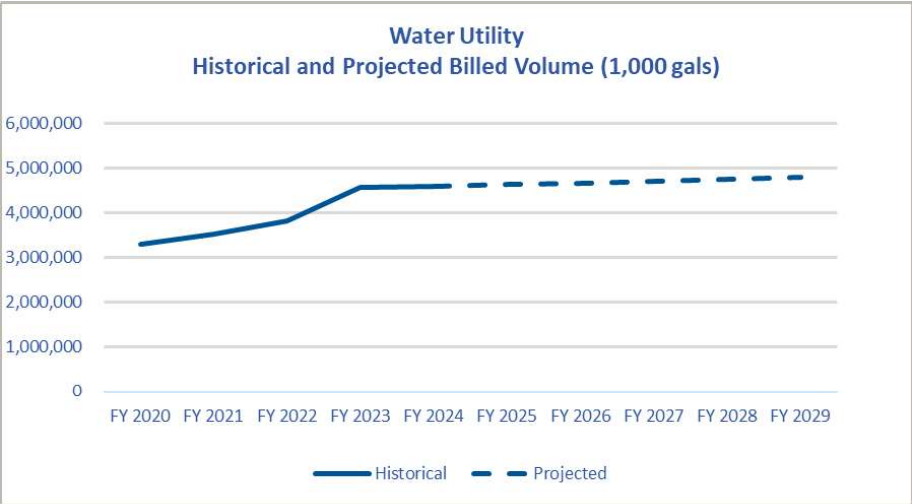


Figure 5-2 - Historical and Projected Water Billed Volume



5.1.2 Projection of Revenue Under Existing Rates

Water service revenues for FY 2024 through FY 2029 are projected for each charge component (service and volume) based on the projections of accounts by meter size, projected water usage for each customer class, and the application of the FY 2023 rate schedule shown in [Table 3](#). Water service revenue under existing rates, shown in [Table 4](#), is projected to increase slightly from \$29.7 million in FY 2024 to \$31 million in FY 2029. This growth is due to increased water sales due to the change in the number of accounts over the study period.

[Figure 5-3](#) presents the historical and projected annual service revenues under existing rates for the water utility.

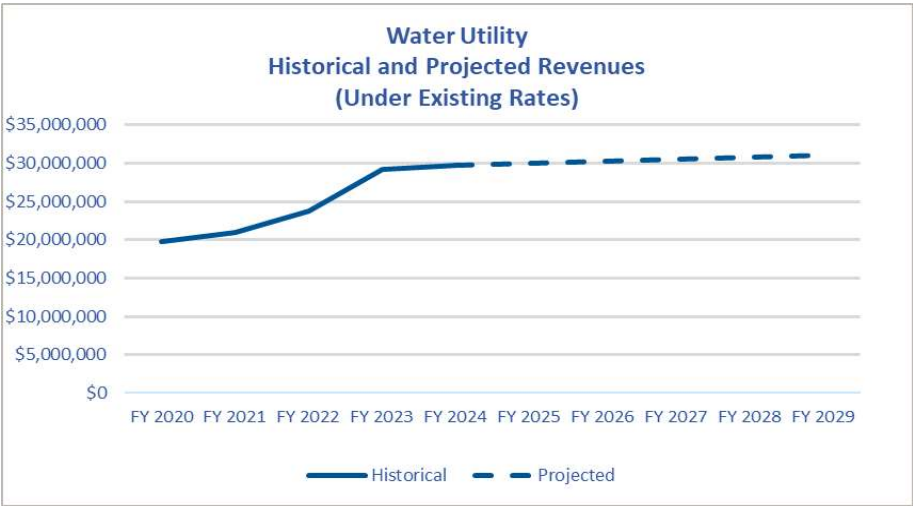


Figure 5-3 - Historical and Projected Water Service Revenue

5.1.3 Other Water Revenues

In addition to water billings, other revenue sources include tap fees, turn-on fees, transfer fees, return check fees, penalties, and other miscellaneous revenue.

As shown in [Table 5](#), revenue from other sources for FY 2024 and FY 2025 is estimated at \$1.6 million based on the FY 2024 budget and FY 2025 financial plan. It is projected that other revenue will remain stable through FY 2029 based on FY 2025 budgeted amounts, while revenue from water taps will increase from FY 2024 to FY 2029 based on growth in the number of customers.

Other revenues include:
<ul style="list-style-type: none"><li>Water Taps</li><li>Turn-Ons</li><li>Penalties</li><li>Overhead Fee</li><li>Sale of Material</li><li>Miscellaneous</li></ul>

[Figure 5-4](#) presents the projected revenue for the water utility.



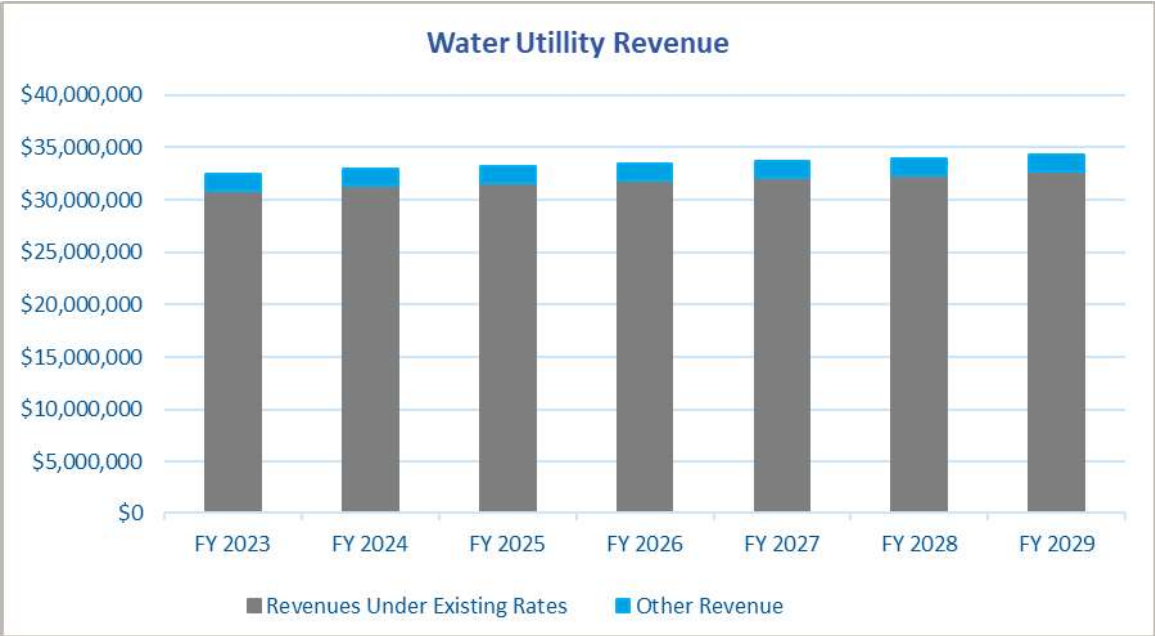


Figure 5-4 - Projected Water Utility Revenue

5.2 Water Capital Improvements Program

BAMA provided the annual capital project costs for FY 2024 through FY 2029. The water utility capital improvement plan provides \$53.3 million in investments during the study period. The improvement program includes repair, replacement, and rehabilitation projects. *Table 6* in the Appendix summarizes the capital improvement program.

Major capital improvements are typically financed through long-term debt obligations and available reserves. Such improvements usually are nonrecurring on an annual basis, and debt financing permits the cost burden to be shared by both existing and future users of the facilities. Low-interest loans will provide for debt financing of the majority of the capital improvement program, with the balance to be funded primarily from existing reserves on hand and current-year revenues. *Figure 5-5* summarizes the funding sources for the FY 2024 – FY 2029 capital program.

Funding Source	FY 2024 - FY 2029	
	Escalated CIP	
Existing Funds	\$	366,800
Bonds/Loans	\$	46,177,800
Cash Financing	\$	6,739,800
Total	\$	53,284,400

Figure 5-5 – Water Capital Funding Sources



### 5.3 Water Revenue Requirements

Projection of reliable revenue requirements includes:

1. System O&M expenses,
2. Annual capital outlay,
3. Debt service requirements, consisting of principal and interest payments,
4. Expenditures for major capital improvements not financed from bond proceeds or contributions and
5. Payment In Lieu of taxes (PILOT).

The projections of annual revenue requirements for the study period are discussed in this section.

#### 5.3.1 Water O&M Expenses

The O&M expenses for the water utility include the annual expenses associated with supply, treatment, storage and distribution, meters and services, billing, collection, accounting, and administrative and general services. O&M expenses include the annual salaries and wages of personnel, costs for materials and supplies, fuel and electrical power costs, and other costs such as employee benefits, insurance, and contract services. Annual O&M expense is met principally from annual operating revenue. A summary of historical and projected O&M expenses for FY 2023 through FY 2029 is presented in [Table 7](#). Included in [Table 7](#) is Water’s share of the indirect costs associated with the general fund (Fund 10).

The FY 2025 Financial Plan O&M budget provided by BAMA was used as the baseline for the projection of O&M expenses through FY 2029. Based on historical O&M costs, industry experience, and discussions with BAMA, appropriate escalation factors were applied to various categories of costs to project future annual O&M expenses. Annual escalation factors used for major cost categories are shown in [Figure 5-6](#).

- *Salaries & Wages Services: 4%*
- *Employee Benefit: 5%*
- *Purchased Power: 2%*
- *Chemicals & Lab Supplies: 3%*
- *Purchased Water: 7%*
- *All Other: 2%*

The annual O&M expenses for the water utility are budgeted at \$15.5 million in FY 2024 and are projected to grow to \$20.7 million by FY 2029.

**Figure 5-6 - Water O&M Escalation Factors**

[Figure 5-7](#) presents the water utility’s historical and projected O&M expenses.

#### 5.3.2 Annual Capital Outlay

Routine annual capital improvement expenditures include those costs that tend to be routinely incurred yearly for normal replacements, extensions, and minor improvements. [Table 7](#) includes historical and projected annual capital outlay expenditures for FY 2023 through FY 2029 in rows 22 and 23.



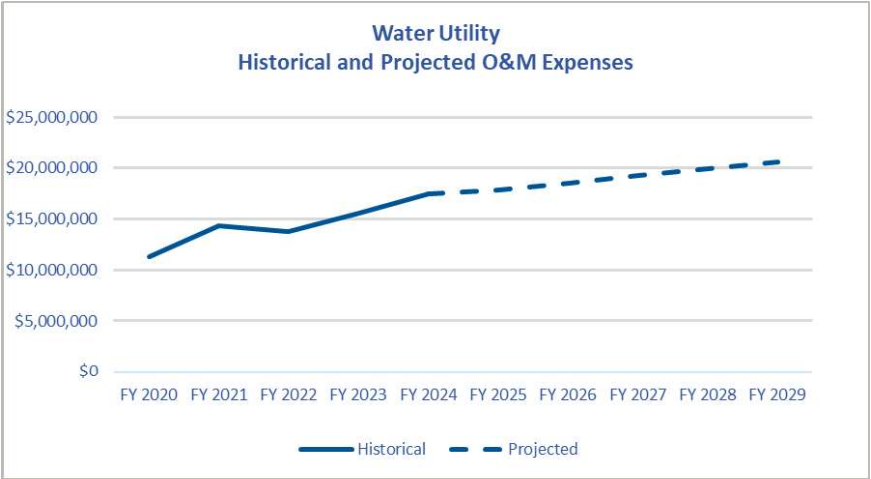


Figure 5-7 - Projected Annual Water O&M Expenses

5.3.3 Water Debt Service Requirements

The Oklahoma Water Resources Board (OWRB) offers low-interest loans for improvements for water facilities in the state of Oklahoma through its Financial Assistance Program (FAP) for revenue bonds and Drinking Water State Revolving Fund (DWSRF) loan program. BAMA has utilized this resource by funding past improvements and new structures with revenue bonds and SRF loans. The debt service costs for the water utility consist of principal and interest payments related to seven outstanding FAP loans, three outstanding DWSRF loans, and a portion of a CWSRF loan used to fund the water AMR installation project.

Proposed Debt Considerations:

- Capital program needs
- Current policies
- Other sources of major capital improvement financing
- Debt service coverage requirements

Table 8 shows the water utility’s scheduled principal and interest requirements on existing revenue bonds and loans. The program of major capital improvements for the water system is proposed to be principally financed through future loans and the use of available construction funds. A total of \$46.6 million in water utility-related loans are projected from FY 2024 through FY 2029.

5.3.4 Major Capital Improvement Financing

Table 9 in the Appendix provides a summary of the major capital improvement financing plan.

**Capital Funds Available from Previous Year:** Line 1 indicates that \$3.5 million is the water utility’s designated share of revenue bond construction funds available at the end of FY 2023.

**System Operations Funds:** Financing the major capital improvement program anticipates transferring \$6.6M million of operating reserves. This amount is shown on Line 2.

**Loan Proceeds:** As previously discussed, a portion of the capital improvement program is anticipated to be funded from future OWRB Loans, as shown on Lines 3 and 4 of Table 9. Line 8 shows the estimated issuance expense associated with the proposed loans.



5.4 Water Proposed Revenue Adjustments

The annual revenue adjustments needed to achieve the financial performance objectives defined in Section 2.1.3 are determined by evaluating the funding gap between the projected annual revenue requirements and the projected revenues under existing rates. *Table 10* in the Appendix summarizes the study period’s revenue and revenue requirements (financial plan).

**Projected Revenue Under Existing Rates:** Line 1 indicates that under existing rates (FY 2023 rates), water utility revenues will increase from \$29.7 million in FY 2024 to \$31 million in FY 2029.

**Projected Other Revenues:** Lines 9, 10, and 12 indicate that the other revenues are anticipated to remain at about \$1.6 million from FY 2024 through FY 2029, excluding Sales Tax Transferred to the General Fund.

**Sales Tax:** As per the City of Broken Arrow Special Sales Tax Ordinance of 1979, sales tax is first collected and recorded in the general fund and then transferred to BAMA. This transfer is shown on Line 11. Sales tax revenue may be used to meet operating expenses, debt service requirements, and planning and construction costs for system improvements. Additionally, it is included in the definition of net revenue for coverage calculations. Following payment of the above-stated expenses, any remaining revenue is transferred to the City’s general fund. For this study, all sales tax revenue is assumed to be transferred back to the City, as shown on Line 29.

**Projected Expenses:** The total annual expenses, which include O&M expenses on Lines 14 and 15, Payment in Lieu of Taxes on Line 16, debt service on Line 25, capital outlay on Line 26, and cash financing of capital on Line 27, are anticipated to increase from \$30.9 million in FY 2024 to \$39.3 million in FY 2029 excluding Sales Tax Transferred to General Fund.

FY 2024: 7.0% (Adopted)  
FY 2025: 2.0% (Adopted)  
FY 2026: 2.0%  
FY 2027: 2.0%  
FY 2028: 2.0%  
FY 2029: 2.0%

**Funding Gap:** The cash flow analysis indicates that the sum of revenues under existing rates and the other revenues is inadequate to fund the projected annual revenue requirements, causing an operating deficit.

**Proposed Revenue Adjustments:** A series of revenue adjustments are proposed and presented in *Figure 5-8* to address the funding gap in the water utility.

Figure 5-8 - Proposed Water Revenue Adjustments

Lines 2 through 7 of *Table 10* present the additional revenues generated each year with the proposed magnitude and timing of revenue adjustments. *Figure 5-9* shows the projected revenue and revenue requirements through FY 2029 for the water utility.



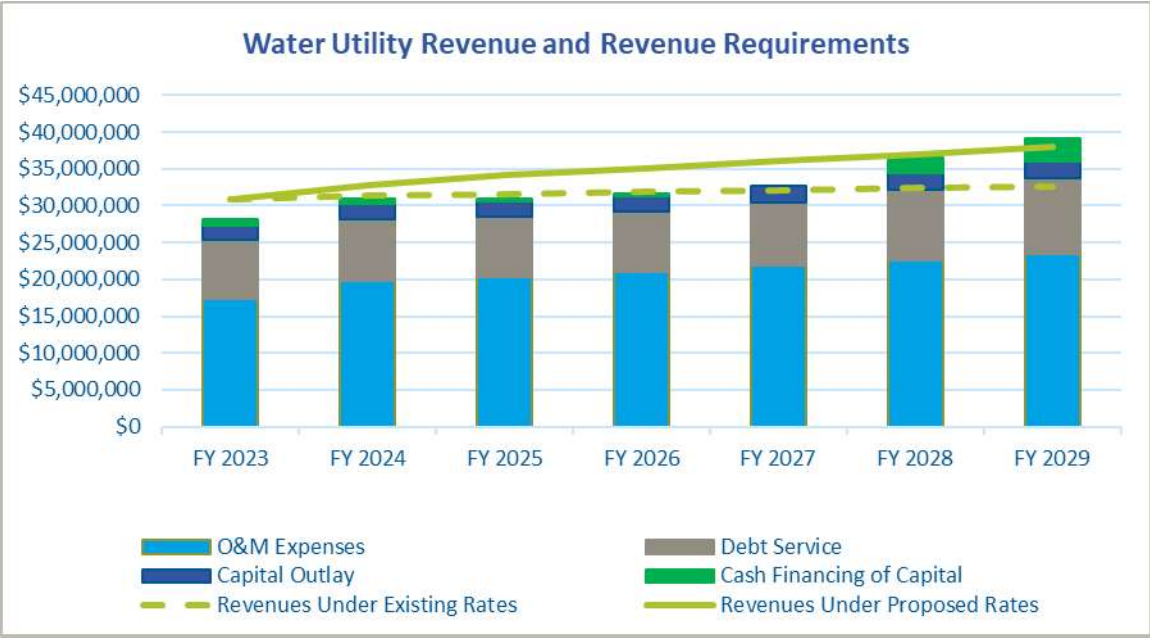


Figure 5-9 - Water Revenues and Revenue Requirements

BAMA’s financial policy related to maintaining reserves is set forth in Resolution No. 555, which states that BAMA will maintain an Emergency Reserve fund balance equal to 60 days of expenses. The total cash balance for the water utility, stated as the number of days of O&M expense, is shown in [Figure 5-10](#) and Line 33 of [Table 10](#).

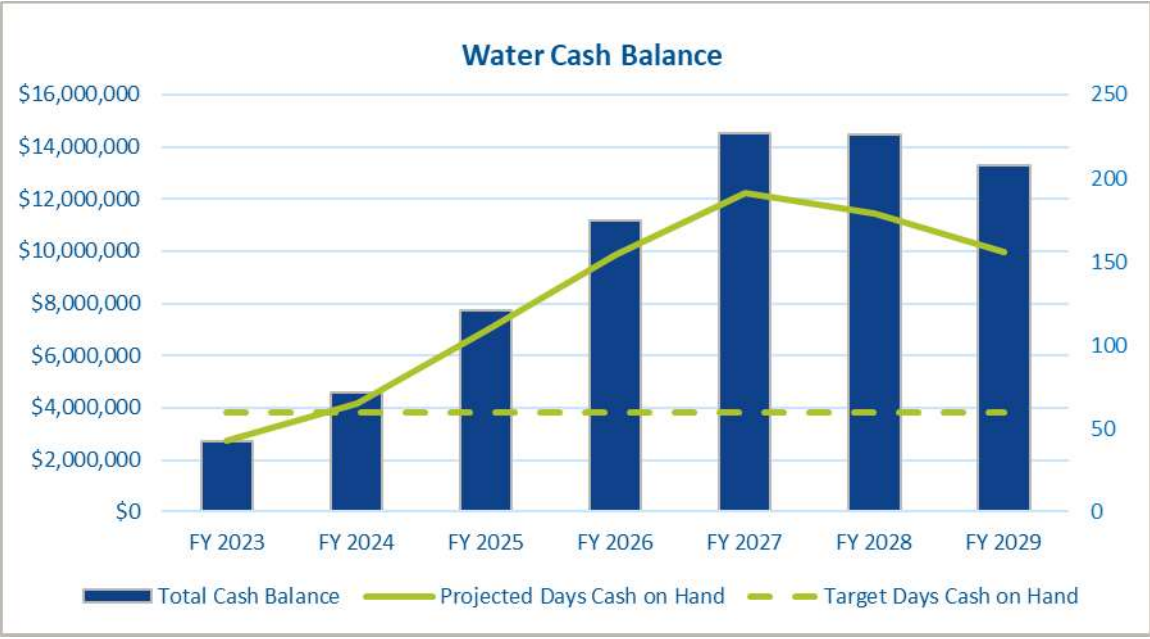


Figure 5-10 - Water Cash Balance

The proposed annual revenue adjustments shown in [Figure 5-8](#) will allow the water utility to meet the adequate working capital balance through FY 2029, as shown on Line 34 of [Table 10](#).



5.4.1 Bond Coverage Requirements

An additional consideration in measuring the adequacy of revenues is the provision of sufficient debt service coverage to meet the covenant requirements for debt issuance. The covenants for revenue bonds issued through OWRB’s FAP program provide that rates shall be maintained to provide funds that will provide net revenues available for debt service equal to at least 125 percent of the maximum annual amount required for all outstanding debt obligations. The ability of the water utility revenues to meet the rate covenant is shown in Lines 36 through 41 of *Table 10*. The utility meets the rate covenant for all years of the study period, as shown on Lines 38 and 39.

5.5 Proposed Water Rates

The proposed schedule of rates for water maintains the existing rate structure and reflects across-the-board increases based on the proposed revenue adjustments presented in Section 5.4.

*Table 11* provides a summary of the rates that went into effect on October 1, 2023 (FY 2024) and the proposed rates for FY 2025 through FY 2029.

To better reflect the impact of the proposed rates on different customer bills, a comparison of water bills at various levels of water usage under existing and proposed rates is shown in *Table 12*. The average residential customer using 7,000 gallons of water per month will see an increase of \$9.03 by FY 2029. The typical combined water and wastewater bills under the proposed water and wastewater rates are shown in *Table 25*.



## 6.0 Wastewater Utility

The financial plan and rate design were developed to meet all the wastewater utility’s funding obligations and achieve financial adequacy, as discussed in Section 3.3.

The wastewater utility financial plan has been developed for the forecast period of FY 2024 through FY 2029, and includes the following key components:

- Revenue projections (user rate revenues and non-rate revenues),
- Capital improvement program financing,
- Annual revenue requirement projections and
- Annual proposed revenue increases

Note: The study's latest actual data is for fiscal year 2023, with projections for fiscal year 2024 and beyond.

### 6.1 Wastewater Revenue Projections Under Existing Rates

The wastewater utility revenues are derived from the following sources:

- Wastewater Service Revenues (Service and Volume Charges)
- Other Revenues

As a first step in developing the financial plan, Wastewater Service Revenues under the FY 2023 existing rates are projected for the forecast period.

#### 6.1.1 Wastewater Revenue Under Existing Rates

As described in Section 4.2, the Wastewater Service Revenue consists of two charge components. Each component’s revenues are projected based on billing units and applicable existing rate schedules. The billing units necessary to compute the Service Charge revenues are the *number of accounts* based on meter size and customer class. The billing units necessary to calculate the Volume Charge are the *annual wastewater billed volumes* by customer class which is based on each customer’s average water consumption for January, February, and March. Other sources of income include charges for sewer taps, penalties, overhead fees, and other miscellaneous revenue.

##### 6.1.1.1 Projection of Customer Accounts

Historical billing units are typically reviewed and used to project billing units for the forecast period. The project team reviewed historical accounts and billed volume trends for each customer class referenced in Section 4.5.2.

As shown in [Table 13](#), the total number of wastewater accounts is anticipated to increase from about 40,214 in FY 2024 to 42,213 in FY 2029 at an overall annual system growth rate of 0.97%.

[Figure 6-1](#) presents the historical and projected number of accounts for the wastewater utility.



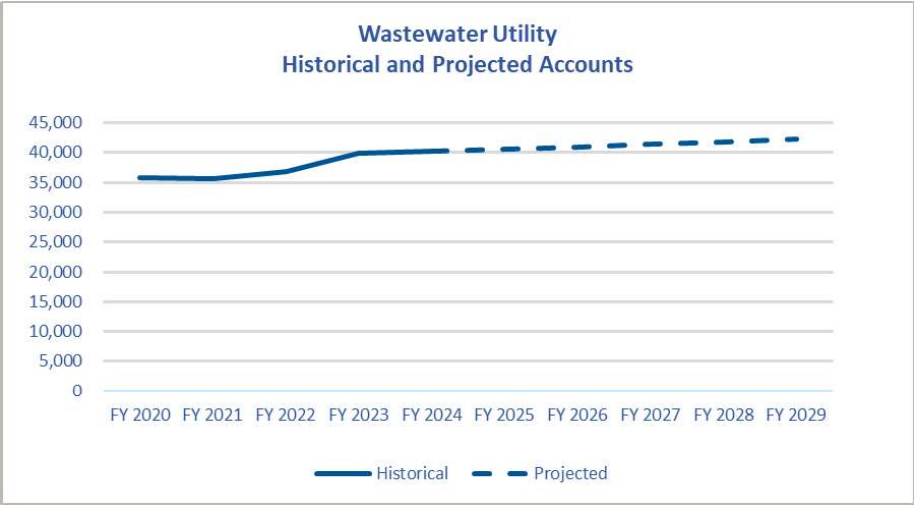


Figure 6-1 - Historical and Projected Wastewater Accounts

6.1.1.2 Projection of Wastewater Volume

Billed wastewater volumes are projected based on estimates of the number of wastewater accounts and the average billed volume per account. The average billed volume per account is determined based on historical billed volume.

As shown in [Table 14](#), billed wastewater flow for this period is projected to increase at an average rate of about 0.9% annually beginning in FY 2025, primarily due to projected growth in the number of customers.

Total system wastewater billed volume is projected to increase from 2,935,800 kgals in FY 2024 to 3,067,500 kgals in FY 2029.

Figure 6-2 presents the wastewater utility’s historical and projected annual billed volume.

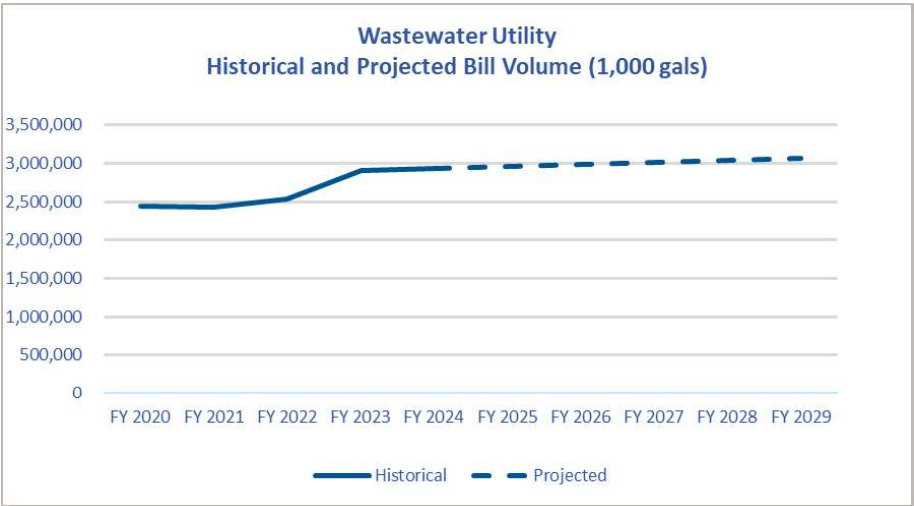


Figure 6-2 - Historical and Projected Wastewater Billed Volume



6.1.2 Projection of Revenue Under Existing Rates

Wastewater service revenues for FY 2024 through FY 2029 are projected for each charge component (service and volume) based on the projections of accounts, projected billed volume for each customer class, and the application of the FY 2023 rate schedule shown in [Table 15](#). Wastewater service revenue under existing rates, shown in [Table 16](#), is projected to increase from \$17.5 million in FY 2024 to \$18.3 million in FY 2029. This growth is due to increased wastewater sales resulting from changes in the number of accounts over the study period.

[Figure 6-3](#) presents the historical and projected annual service requirements under existing rates for the wastewater utility.

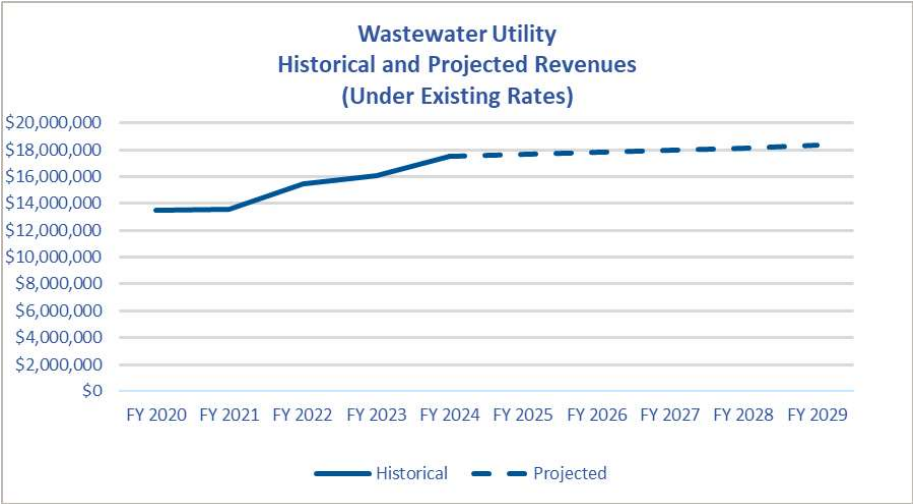


Figure 6-3 - Historical and Projected Wastewater Service Revenue

6.1.3 Other Wastewater Revenue

In addition to wastewater billings, other revenue sources to be considered consist of tap fees, pretreatment application fees, penalties, and other miscellaneous revenue.

As shown in [Table 17](#), revenue from other sources for FY 2024 and FY 2025 is estimated at \$438,000 and \$468,900 based on the FY 2024 budget and FY 2025 financial plan. It is projected that other revenue will remain stable through FY 2029 based on FY 2025 budgeted amounts, while revenue from sewer taps will increase from FY 2024 to FY 2029 based on growth in the number of customers.

Other revenues include:
<ul style="list-style-type: none"><li>Sewer Taps</li><li>Overhead Fee</li><li>Penalties</li><li>Sale of Material</li><li>Miscellaneous</li></ul>

[Figure 6-4](#) presents the projected revenue for the wastewater utility.



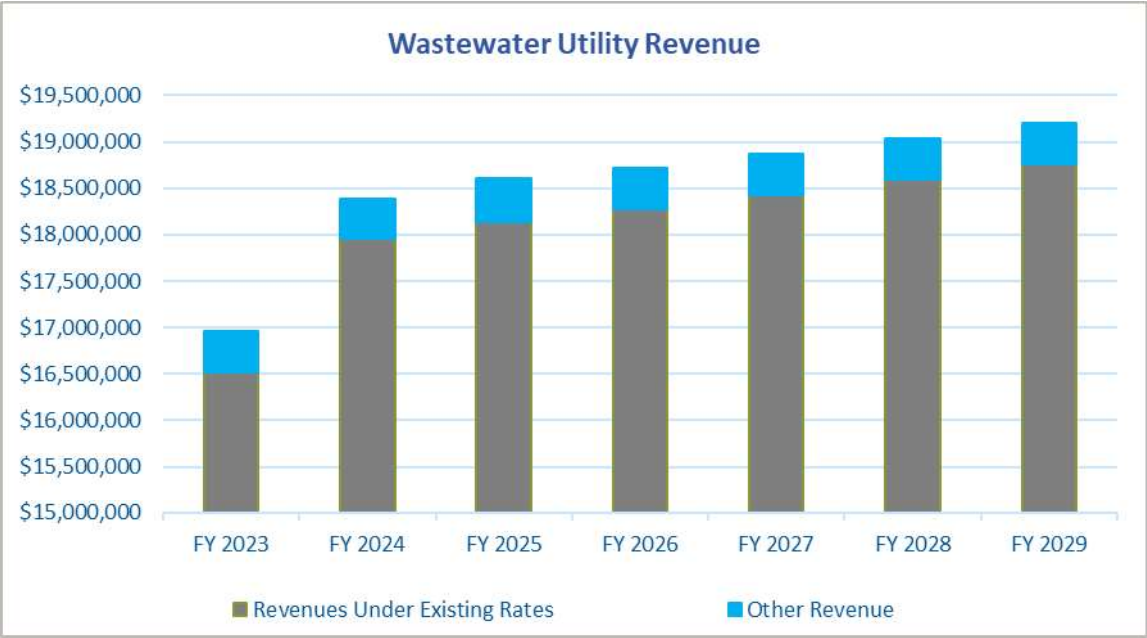


Figure 6-4 - Projected Wastewater Utility Revenue

6.2 Wastewater Capital Improvements Program

BAMA provided the annual capital project costs for FY 2024 through FY 2029. The wastewater utility capital improvement program provides \$170.1 million in investments during the study period. The improvement program includes projects associated with repair, replacement, and rehabilitation. [Table 18](#) in the Appendix presents a summary of the capital improvement program.

Major capital improvements are typically financed through long-term debt obligations and available reserves. Such improvements usually are nonrecurring on an annual basis, and debt financing permits the cost burden to be shared by present and future users of the facilities. Revenue bond issues and debt service projections developed subsequently provide for debt financing of a major portion of the capital improvement program, with the balance to be funded from existing reserves on hand and current-year revenues. [Figure 6-5](#) summarizes the funding sources for the FY 2024 – FY 2029 capital program.

Funding Source	FY 2024 - FY 2029	
	Escalated CIP	
Bonds/Loans	\$	163,254,400
Cash Financing	\$	6,869,100
Total	\$	170,123,500

Figure 6-5 - Wastewater Capital Funding Sources



### 6.3 Wastewater Revenue Requirements

Projection of reliable revenue requirements include:

1. System O&M expenses,
2. Annual capital outlay,
3. Debt service requirements, consisting of principal and interest payments,
4. Expenditures for capital improvements not financed from bond proceeds or contributions, and
5. Payment in Lieu of Taxes (PILOT).

The projections of annual revenue requirements for the study period are discussed in this section.

#### 6.3.1 Wastewater Operation and Maintenance Expenses

The operation and maintenance (O&M) expenses for the wastewater utility include the annual expenses associated with wastewater collection, pumping, treatment, customer billing, collection, accounting, and administrative and general functions. O&M expenses include the annual salaries and wages of personnel, costs for materials and supplies, fuel and electrical power costs, and other costs such as employee benefits, insurance, and contract services. Annual O&M expense is met principally from annual operating revenue. A summary of projected O&M expenses for FY 2023 through FY 2029 is presented in [Table 19](#). Included in [Table 19](#) is Wastewater’s share of the indirect costs associated with the general fund (Fund 10).

The FY 2025 Financial Plan O&M budget provided by BAMA was used as the baseline for the projection of O&M expenses through FY 2029. Based on historical O&M costs, industry experience, and discussions with BAMA, appropriate escalation factors were applied to various categories of costs to project future annual O&M expenses. Annual escalation factors used for major cost categories are shown in [Figure 6-6](#).

- *Salaries & Wages Services: 4%*
- *Employee Benefit: 5%*
- *Purchased Power: 2%*
- *Chemicals & Lab Supplies: 3%*
- *All Other: 2%*

**Figure 6-6 – Wastewater O&M Escalation Factors**

The annual O&M expenses for wastewater utility are budgeted at \$9.6 million in FY 2024 and are projected to grow to \$10.8 million by FY 2029.

[Figure 6-7](#) presents the wastewater utility’s historical and projected O&M expenses.



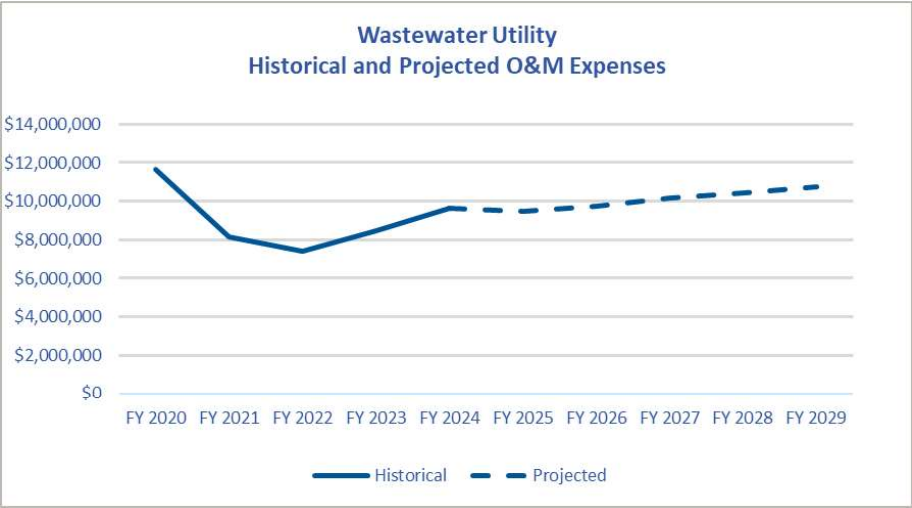


Figure 6-7 - Projected Annual Wastewater O&M Expense

6.3.2 Annual Capital Outlay

Annual capital outlay expenditures include those costs that tend to be routinely incurred yearly for normal replacements, extensions, and minor improvements. Table 19 summarizes historical and projected annual capital outlay expenditures for FY 2023 through FY 2029 in rows 18 and 19.

6.3.3 Wastewater Debt Service Requirements

The Oklahoma Water Resources Board (OWRB) offers low-interest loans for improvements for wastewater facilities in the state of Oklahoma through its Financial Assistance Program (FAP) for revenue bonds and Clean Water State Revolving Fund (CWSRF) loan program. BAMA has taken advantage of this resource by funding past improvements and new structures with revenue bonds and SRF loans. The debt service costs for the wastewater utility consist of principal and interest payments related to four outstanding FAP loans and seven outstanding CWSRF loans.

Proposed Debt Considerations:

- Capital program needs
- Current policies
- Other sources of major capital improvement financing
- Debt service coverage requirements

Table 20 shows the wastewater utility’s scheduled principal and interest requirements on the existing revenue bonds and loans. The program of major capital improvements for the wastewater system is proposed to be principally financed through future loans. A total of \$161.9 million in wastewater utility-related loans are projected from FY 2024 through FY 2029.

6.3.4 Major Capital Improvement Financing

Table 21 in the Appendix summarizes the major capital improvement financing plan.

**Capital Funds Available from Previous Year:** Line 1 indicates that no revenue bond construction funds are available at the end of FY 2023.

**Operations Funds:** Financing the major capital improvement program anticipates transferring \$11.6M million of operating reserves. This amount is shown on Line 2.



**Loan Proceeds:** As previously discussed, it is anticipated that a portion of the capital improvement program will be funded from future OWRB Loans, as shown on Lines 3 and 4 of [Table 21](#), as well as a future FAP loan shown on Line 5.

6.4 Wastewater Proposed Revenue Adjustments

The annual revenue adjustments needed to achieve the financial performance objectives defined in Section 2.1.3 are determined by evaluating the funding gap between the projected annual revenue requirements and the projected revenues under existing rates. [Table 22](#) in the Appendix summarizes the study period’s revenue and revenue requirements (financial plan).

**Projected Revenue Under Existing Rates:** Line 1 indicates that under existing rates (FY 2023 rates), wastewater utility revenues will increase from \$17.5 million in FY 2024 to \$18.3 million in FY 2029.

**Projected Other Revenues:** Lines 9, 10, and 12 indicate that the other revenues will remain at about \$440,000 from FY 2024 through FY 2029, excluding Sales Tax Transferred to the General Fund.

**Sales Tax:** As per the City of Broken Arrow Special Sales Tax Ordinance of 1979, sales tax is first collected and recorded in the general fund and then transferred to BAMA. This transfer is shown on Line 11. Sales tax revenue may be used to meet operating expenses, debt service requirements, and planning and construction costs for system improvements. Additionally, it is included in the definition of net revenue for purposes of coverage calculations. Following payment of the above-stated expenses, any remaining revenue is transferred to the City’s general fund. For this study, all sales tax revenue is assumed to be transferred back to the City, as shown on Line 29.

**Projected Expenses:** The total annual expenses, which include O&M expenses on Lines 14 and 15, PILOT on Line 16, debt service on Line 25, capital outlay on Line 26, and cash financing of capital on Line 27, are anticipated to increase from \$25.5 million in FY 2024 to \$31.9 million in FY 2029, excluding Sales Tax Transferred to the General Fund.

**Utility Transfers:** The Stormwater Utility is anticipated to transfer \$4,750,000 of available funds on hand to the Wastewater Utility between FY 2024 and FY 2029. This transfer will allow the Wastewater Utility Emergency Reserve Fund balance to remain positive and achieve 60 days of cash on hand by FY 2029. This transfer of funds is shown on Line 28 of [Table 22](#).

**Funding Gap:** The cash flow analysis indicates that the sum of revenues under existing rates and the other revenues is not adequate to fund the projected annual revenue requirements, causing an operating deficit.

**Proposed Revenue Adjustments:** A series of revenue adjustments are proposed and presented in [Figure 6-8](#) to address the funding gap in the wastewater utility.

Lines 2 through 6 in [Table 22](#) present the additional revenues generated each year with the proposed magnitude and timing of revenue adjustments. [Figure 6-9](#) shows the wastewater utility’s projected revenue and revenue requirements through 2029.

FY 2024: 7.0% (Adopted)
FY 2025: 12.0% (Adopted)
FY 2026: 12.0%
FY 2027: 12.0%
FY 2028: 12.0%
FY 2029: 12.0%

Figure 6-8 - Proposed Wastewater Revenue Adjustments



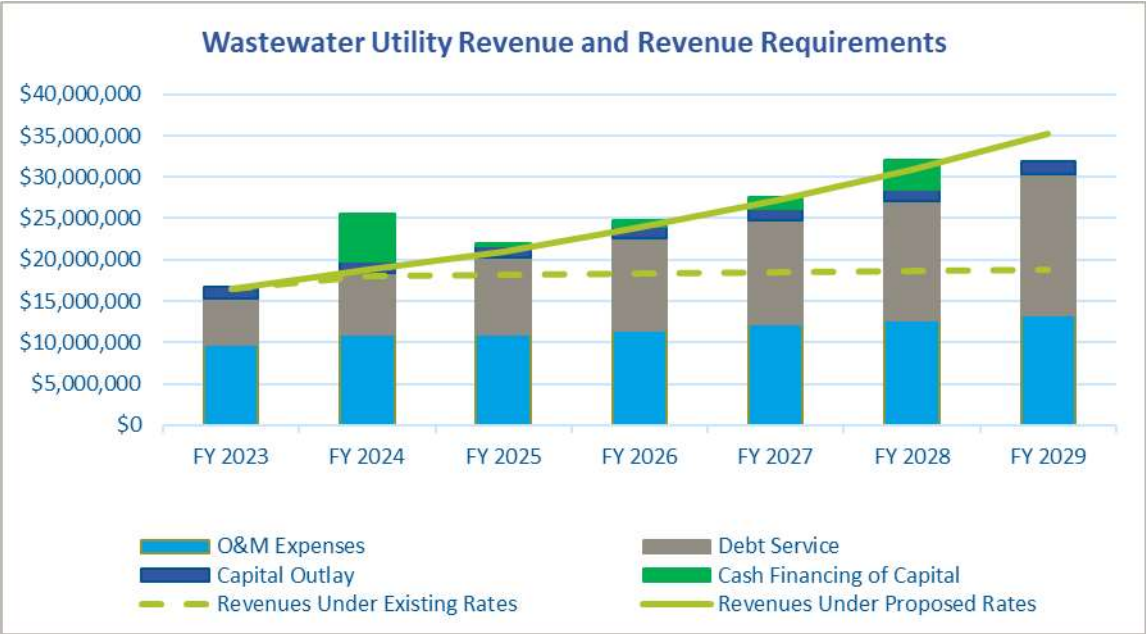


Figure 6-9 - Wastewater Revenues and Revenue Requirements

BAMA’s financial policy related to maintaining reserves is set forth in Resolution No. 555, which states that BAMA will maintain an Emergency Reserve fund balance equal to 60 days of expenses. The total cash balance for the wastewater utility stated as the number of days of O&M expense is shown in [Figure 6-10](#) and Line 33 of [Table 22](#).

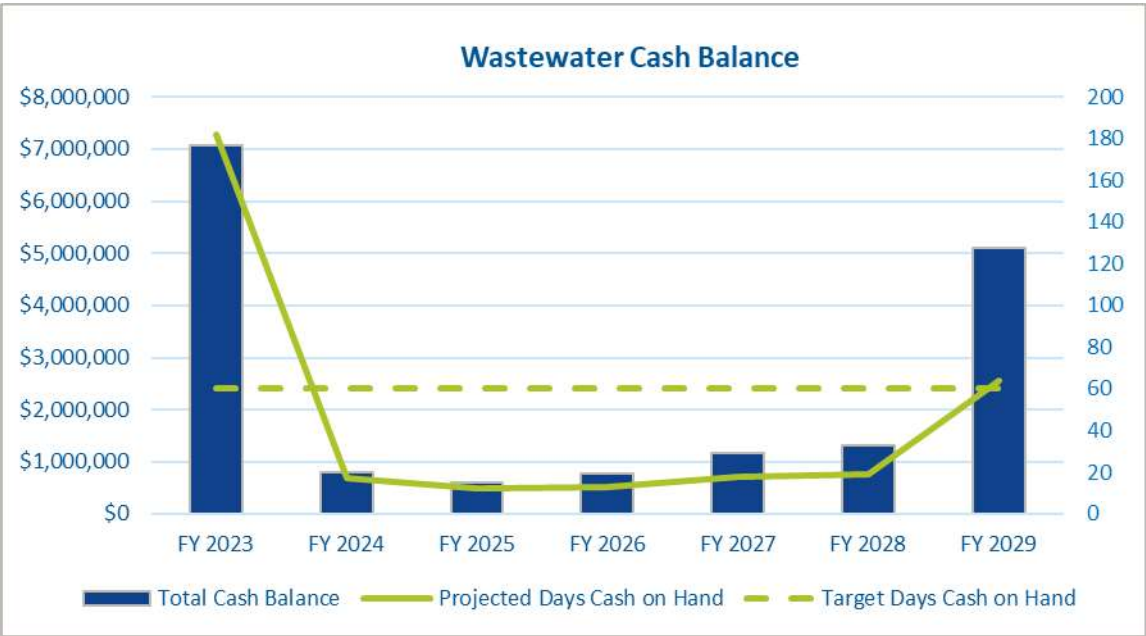


Figure 6-10 - Wastewater Cash Balance

The proposed annual revenue adjustments shown in [Figure 6-8](#) and the Stormwater Utility fund transfer will allow the wastewater utility to meet the adequate working capital balance by FY 2029, as shown on Line 34 of [Table 22](#).



6.4.1 Bond Coverage Requirements

An additional consideration in measuring the adequacy of revenues is the provision of sufficient debt service coverage to meet the bond covenant requirements for debt issuance. The covenants for revenue bonds issued through OWRB’s FAP program provide that rates shall be maintained to provide funds that will provide net revenues available for debt service equal to at least 125 percent of the maximum annual amount required for all outstanding debt obligations. The ability of the wastewater utility’s revenues to meet the rate covenant is shown in Lines 36 through 41 of *Table 22*. The utility meets the rate covenant for all years of the study period, as shown on Lines 39 and 40.

6.5 Proposed Wastewater Rates

The proposed schedule of rates for wastewater maintains the existing rate structure and reflects across-the-board increases based on the proposed revenue adjustments presented in Section 6.4.

*Table 23* provides a summary of the rates that went into effect on October 1, 2023 (FY 2024) and the proposed rates for FY 2025 through FY 2029.

To better reflect the impact of the proposed rates on different customer bills, a comparison of wastewater bills at various levels of water usage under existing and proposed rates is shown in *Table 24*. The average residential customer using 7,000 gallons of water per month will see an increase of \$40.83 by FY 2029. The typical combined water and wastewater bills under the proposed water and wastewater rates are shown in *Table 25* and indicate the average residential customer will see an increase of \$49.86 by FY 2029 for water and wastewater combined.



## 7.0 Stormwater Utility

The financial plan and rate design were developed to meet all the stormwater utility’s funding obligations and achieve financial adequacy, as discussed in Section 3.3.

The stormwater utility financial plan has been developed for the forecast period of FY 2024 through FY 2029 and includes the following key components:

- Revenue projections (user rate revenues and non-rate revenues),
- Capital improvement program,
- Annual revenue requirement projections, and
- Annual proposed revenue increases

Note: The study's latest actual data is for fiscal year 2023, with projections for fiscal year 2024 and beyond.

### 7.1 Stormwater Revenue Projections Under Existing Rates

The stormwater utility revenues are derived from the following sources:

- Stormwater Service Revenues
- Other Revenues

As a first step in developing the financial plan, Stormwater Service Revenues under the FY 2023 existing rates are projected for the forecast period.

#### 7.1.1 Stormwater Revenue Under Existing Rates

As described in Section 4.5.3, the Stormwater Service Revenue consists of the impervious area charge component. This component’s revenues are projected based on billing units and applicable existing rate schedules. The billing units necessary to compute the Stormwater Charge revenues are the *number of ESUs* by customer class. Other sources of income include income from return check fees, penalties, overhead fees, sale of material, property damage, and other miscellaneous revenue.

##### 7.1.1.1 Projection of Customer ESUs

Stormwater utility revenue is derived principally from charges for stormwater service. The stormwater billing unit is an equivalent stormwater unit (ESU), equal to 2,650 square feet of impervious area. BAMA currently provides stormwater service to approximately 76,835 ESUs. Based on the review of historical trends, an annual adjustment factor was applied to project billing units for the forecast period. The total number of Stormwater ESUs is anticipated to increase from about 76,835 in FY 2023 to about 79,053 by FY 2029 at an overall annual system growth rate of 0.50%. [Table 26](#) in the Appendix presents the projected annual number of ESUs for FY 2023 through FY 2029.

[Figure 7-1](#) presents the historical and projected number of ESUs for the stormwater utility.



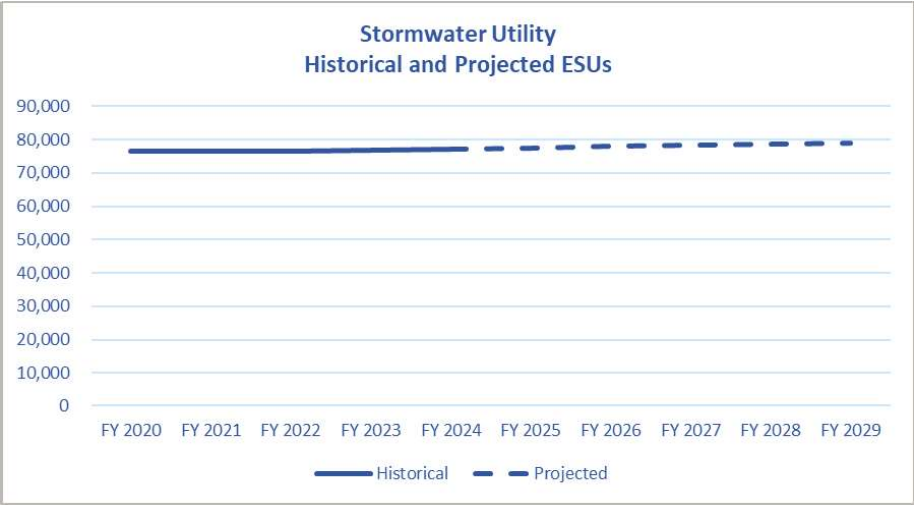


Figure 7-1 - Historical and Projected Number of ESUs

7.1.2 Projection of Revenue Under Existing Rates

Stormwater service revenues for FY 2024 through FY 2029 are based on the projections of ESUs for residential and non-residential customers and the application of the FY 2023 rate schedule shown in [Table 27](#). Each residential customer is charged one ESU, while non-residential customers are charged based on their actual square footage of impervious area stated in ESUs. Stormwater service revenue under existing rates, shown in [Table 28](#), is projected to increase from \$8.1 million in FY 2023 to \$8.9 million in FY 2029 based on projected growth in ESUs over the study period.

[Figure 7-2](#) presents the historical and projected annual service revenues under existing rates for the stormwater utility.

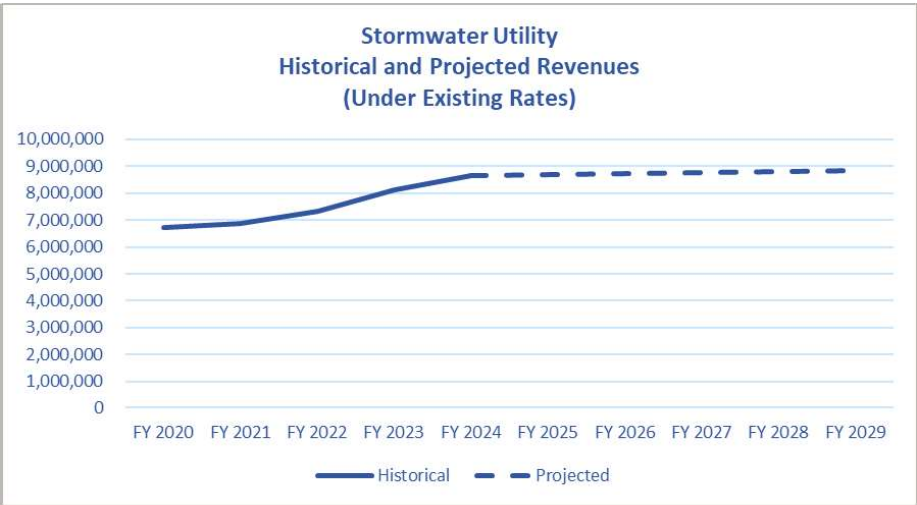


Figure 7-2 - Historical and Projected Stormwater Service Revenue



7.1.3 Other Stormwater Revenue

In addition to stormwater billings, other revenue sources include penalties and miscellaneous revenue.

As shown in [Table 29](#), revenue from other sources for FY 2024 and FY 2025 is estimated at \$198,900 based on the FY 2024 budget and FY 2025 financial plan. It is projected that other revenue will remain stable at \$186,000 through FY 2029 based on the FY 2025 budgeted amounts, less the Sale of Material.

Other revenues include:
<ul style="list-style-type: none"><li>• Penalties</li><li>• Overhead Fee</li><li>• Sale of Material</li><li>• Miscellaneous</li></ul>

Interest income derived from the investment of available funds is not included in [Table 29](#) and is considered in a subsequent section of this report.

[Figure 7-3](#) presents the projected revenue for the stormwater utility.

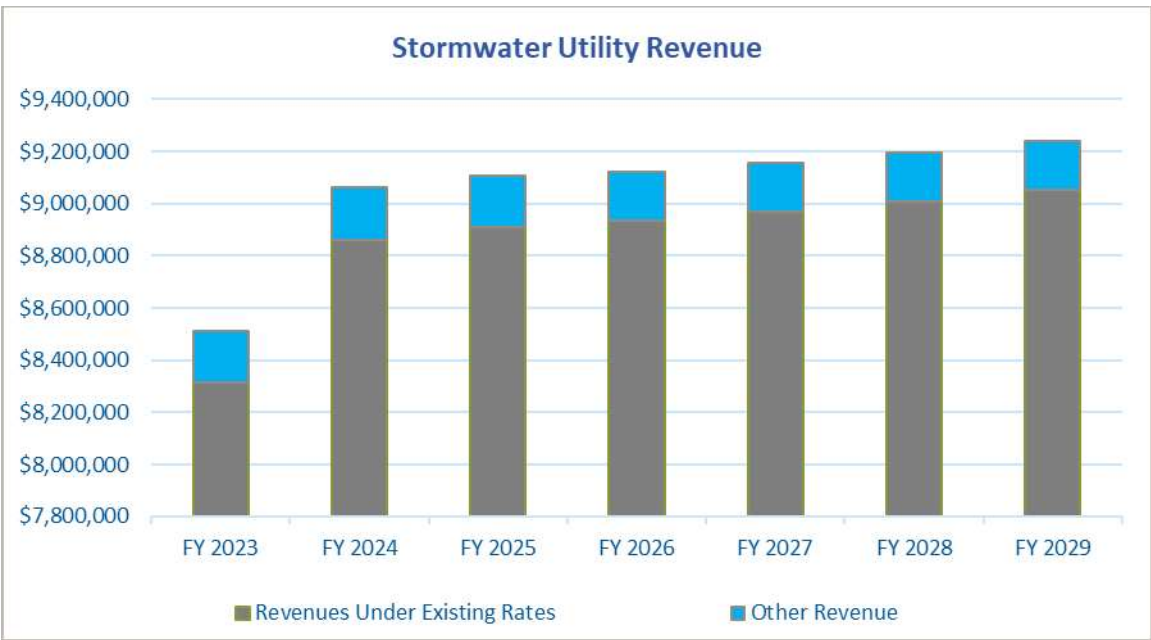


Figure 7-3 - Projected Stormwater Utility Revenue

7.2 Stormwater Capital Improvements Program

BAMA provided the annual capital project costs for FY 2024 through FY 2029. The stormwater utility capital improvement program provides \$10.5 million in investments during the study period. Major stormwater projects include those associated with conveyance, detention facilities, dams, and master drainage plans. [Table 30](#) in the Appendix presents a summary of the capital improvement program.

Major capital improvements are typically financed through long-term debt obligations and available reserves. Such improvements usually are nonrecurring on an annual basis, and debt financing permits the cost burden to be shared by both present and future users of the facilities. The stormwater utility utilizes General Obligation (GO) bonds issued through the City. These loans are supported by ad valorem tax, and therefore, the stormwater utility does not have a debt service requirement associated with the debt. It is anticipated that BAMA will continue to fund stormwater improvements with City-issued GO bonds. [Figure 7-4](#) summarizes the funding sources for the FY 2024 – FY 2029 capital program.



Funding Source	FY 2024 - FY 2029 Escalated CIP
Existing GO Bond Funds	\$ 5,501,700
Future GO Bond Funds	\$ 5,008,700
Total	\$ 10,510,400

Figure 7-4 - Stormwater Capital Funding Sources

7.3 Stormwater Revenue Requirements

Projection of reliable revenue requirements include:

- 1. System operation and maintenance (O&M) expenses,
- 2. Routine capital outlay,
- 3. Payments In Lieu of Taxes (PILOT).

The projections of annual revenue requirements for the study period are discussed in this section.

7.3.1 Stormwater O&M Expenses

The elements of O&M expense for the stormwater utility include the annual expense associated with the collection and transportation of stormwater. O&M expenses include the annual salaries and wages of personnel, costs for materials and supplies, and other costs such as employee benefits, insurance, and contract services. Annual O&M expense is met principally from annual operating revenue. A summary of projected O&M expenses for FY 2023 through FY 2029 are presented in Table 31. Included in Table 31 is Stormwater’s share of the indirect costs associated with the general fund (Fund 10).

The FY 2025 Financial Plan O&M budget provided by BAMA was used as the baseline for the projection of O&M expenses through FY 2029. Based on historical O&M costs, industry experience, and discussions with BAMA, appropriate escalation factors were applied to various categories of costs to project future annual O&M expenses. Annual escalation factors used for major cost categories are shown in Figure 7-5.

- Salaries & Wages: 4%
- Employee Benefits:5%
- All Other: 2%
- Capital Outlay: 3%

Figure 7-5 – Stormwater O&M Escalation Factors

The annual O&M expenses for stormwater are budgeted at \$6.0 million in FY 2024 and are projected to grow to \$7.4 million by FY 2029.

Figure 7-6 presents the historical and projected O&M expenses for the stormwater utility.



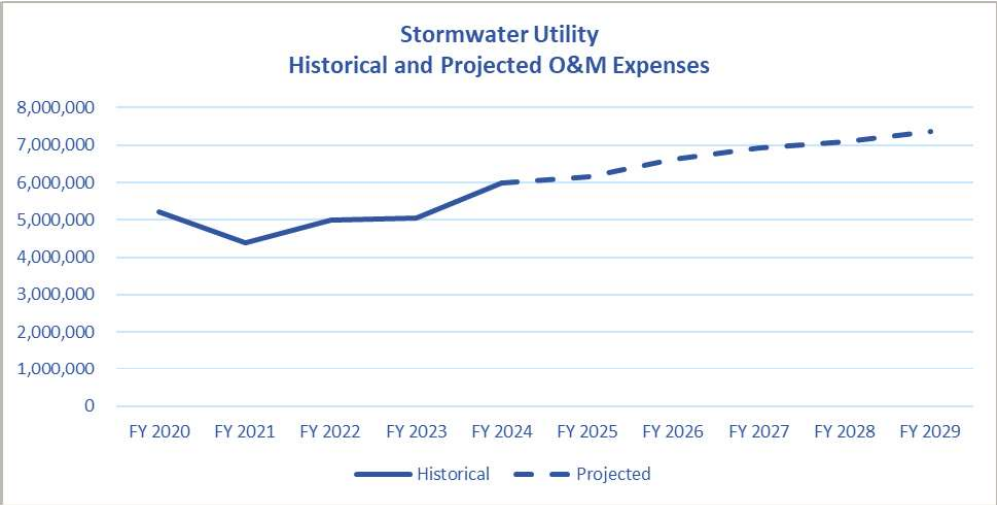


Figure 7-6 - Projected Annual Stormwater O&M Expense

7.3.2 Annual Capital Outlay

Routine annual capital outlay expenditures include those costs that tend to be routinely incurred yearly for normal replacements, extensions, and minor improvements. *Table 31* includes historical and projected annual capital outlay expenditures for FY 2023 through FY 2029 in rows 18 and 19.

7.3.3 Major Capital Improvement Financing

*Table 32* in the Appendix summarizes the major capital improvement financing plan.

**Loan Proceeds:** As previously discussed, the capital improvement program is anticipated to be funded from existing and proposed GO bonds as shown on Lines 2 through 4 of *Table 32*.

**Fee in Lieu of Detention:** BAMA collects a fee from developers in lieu of construction detention facilities. This fee is used for future or ongoing stormwater improvements and regional detention projects, as shown on Line 5 of *Table 32*.

7.4 Stormwater Proposed Revenue Adjustments

The annual revenue adjustments needed to achieve the financial performance objectives defined in Section 2.1.3 are determined by evaluating the funding gap between the projected annual revenue requirements and the projected revenues under existing rates. *Table 33* in the Appendix summarizes the study period’s revenue and revenue requirements (financial plan).

**Projected Revenue Under Existing Rates:** Line 1 indicates that under existing rates (FY 2023 rates), stormwater utility revenues will increase from \$8.6 million in FY 2024 to \$8.9 million in FY 2029.

**Projected Other Revenues:** Lines 9, 10, and 11 indicate that the other revenues are anticipated to decrease from \$213,900 in FY 2024 to \$196,900 in FY 2029, mainly due to an increase in the interest income.



**Projected Expenses:** The total annual expenses, which include O&M expenses on Lines 13 and 14, PILOT on Line 15, and capital outlay on Line 18, are anticipated to increase from \$7.1 million in FY 2024 to \$8.6 million in FY 2029.

**Utility Transfers:** The Stormwater Utility is anticipated to transfer a portion of available funds on hand to the Wastewater Utility and Solid Waste & Recycling Utility as described in Section 6.4 and Section 8.4. The total transfer to the Wastewater Utility is \$4,750,000, and the total to the Solid Waste & Recycling Utility is \$9,200,000. This transfer of funds is shown on Line 19 of [Table 33](#).

**Funding Gap:** The cash flow analysis indicates that the sum of revenues under existing rates and the other revenues is not adequate to fund the projected annual revenue requirements, causing an operating deficit.

**Proposed Revenue Adjustments:** A series of revenue adjustments are proposed and presented in [Figure 7-7](#) to address the funding gap in the stormwater utility.

FY 2024: 9.0% (Adopted)
FY 2025: 2.0% (Adopted)
FY 2026: 2.0%
FY 2027: 2.0%
FY 2028: 2.0%
FY 2029: 2.0%

Figure 7-7 - Proposed Stormwater Revenue Adjustments

Lines 2 through 7 in [Table 33](#) present the additional revenues generated each year with the proposed magnitude and timing of revenue adjustments. [Figure 7-7](#) shows the stormwater utility’s projected revenue and revenue requirements through FY 2029.

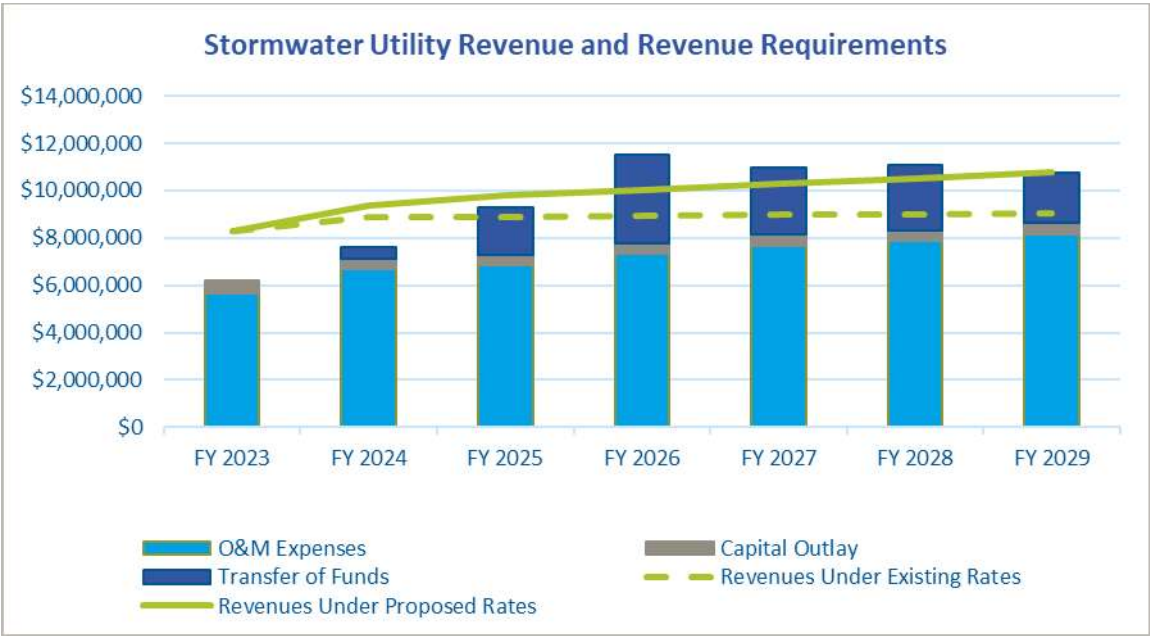


Figure 7-8 - Stormwater Revenues and Revenue Requirements

BAMA’s financial policy related to maintaining reserves is set forth in Resolution No. 555, which states that BAMA will maintain an Emergency Reserve fund balance equal to 60 days of expenses. The total cash balance for the stormwater utility, stated as the number of days of O&M expenses, is shown in [Figure 7-9](#) and Line 24 of [Table 33](#).



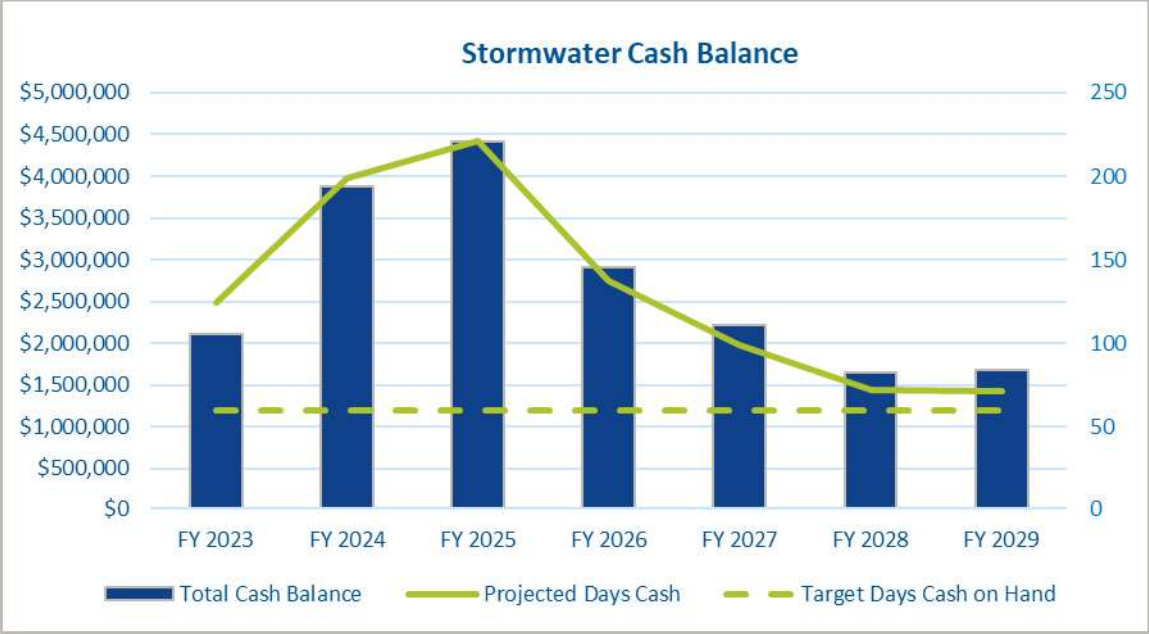


Figure 7-9 - Stormwater Cash Balance

The proposed annual revenue adjustments shown in [Figure 7-7](#) will allow the stormwater utility to meet the adequate working capital balance through FY 2029, as shown on Line 24 of [Table 33](#).

### 7.5 Proposed Stormwater Rates

The proposed schedule of rates for stormwater maintains the existing rate structure and reflects across-the-board increases based on the proposed revenue adjustments presented in Section 7.4.

[Table 34](#) provides a summary of the rates that went into effect on October 1, 2023 (FY 2024) and the proposed rates for FY 2025 through FY 2029.



## 8.0 Solid Waste & Recycling Utility

The financial plan and rate design were developed to meet all the solid waste & recycling utility’s funding obligations and achieve the financial adequacy and cost recovery discussed in Section 3.3.

The solid waste & recycling utility financial plan has been developed for the forecast period of FY 2024 through FY 2029 and includes the following key components:

- Revenue projections (user rate revenues and non-rate revenues),
- Annual revenue requirement projections, and
- Annual proposed revenue increases

BAMA does not provide commercial solid waste service.

Note: The study's latest actual data is for fiscal year 2023, with projections for fiscal year 2024 and beyond.

### 8.1 Solid Waste & Recycling Revenue Projections Under Existing Rates

The solid waste & recycling utility revenues are derived from the following sources:

- Residential Monthly Revenues (Service Charges)
- Other Revenues

As a first step in developing the financial plan, Solid Waste & Recycling Service Revenues under the FY 2023 existing rates are projected for the forecast period.

#### 8.1.1 Solid Waste & Recycling Revenue Under Existing Rates

As described in Section 4.4, the Solid Waste & Recycling Service Revenue consists of the standard residential monthly charge component. This component’s revenues are projected based on billing units and applicable existing rate schedules. The billing units necessary to compute the Solid Waste & Recycling Charge revenues are the number of residential accounts. Other sources of income include income from Extra Refuse Pick-Up fees, Penalties, Recycling Profit Share, and other miscellaneous revenue.

##### 8.1.1.1 Projection of Customer Accounts

Historical billing units are typically reviewed and used to project billing units for the forecast period. The project team reviewed the historical number of Residential accounts for this study.

The total number of accounts is anticipated to increase from about 38,185 in FY 2024 to about 39,149 in FY 2029 at an overall annual system growth rate of 0.50%. *Table 35* in the Appendix presents the projected annual number of accounts for FY 2023 through FY 2029.

*Figure 8-1* presents the historical and projected number of residential accounts.



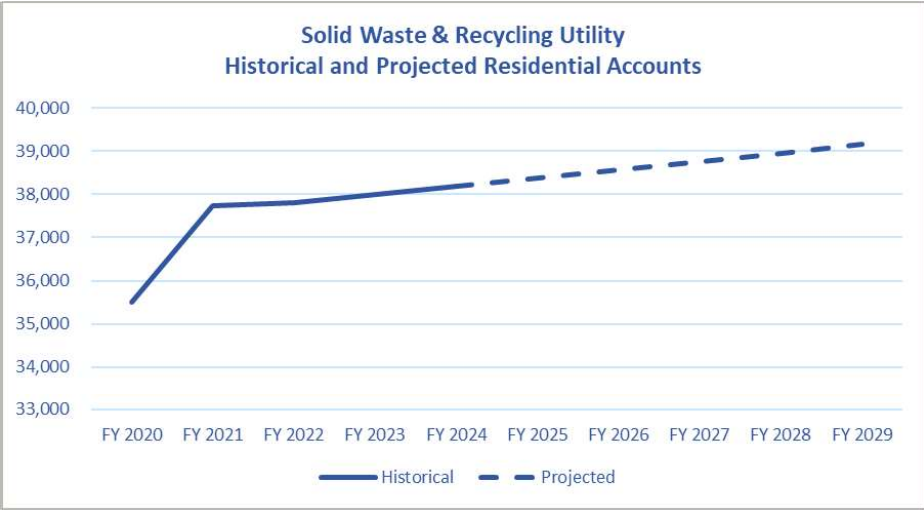


Figure 8-1 - Historical and Projected Number of Residential Accounts

8.1.2 Projection of Revenue Under Existing Rates

Solid waste & recycling service revenues for FY 2023 through FY 2029 are based on the projection of residential accounts and the application of the FY 2023 rate schedule shown in [Table 36](#). Solid Waste & Recycling service revenue under existing rates is projected to increase from \$7.7 million in FY 2023 to \$7.9 million in FY 2029 based on projected growth in the number of residential accounts. [Table 37](#) in the Appendix presents the historical and projected annual service revenues from FY 2021 through FY 2029.

[Figure 8-2](#) presents the historical and projected annual service requirements under existing rates for the solid waste & recycling utility.

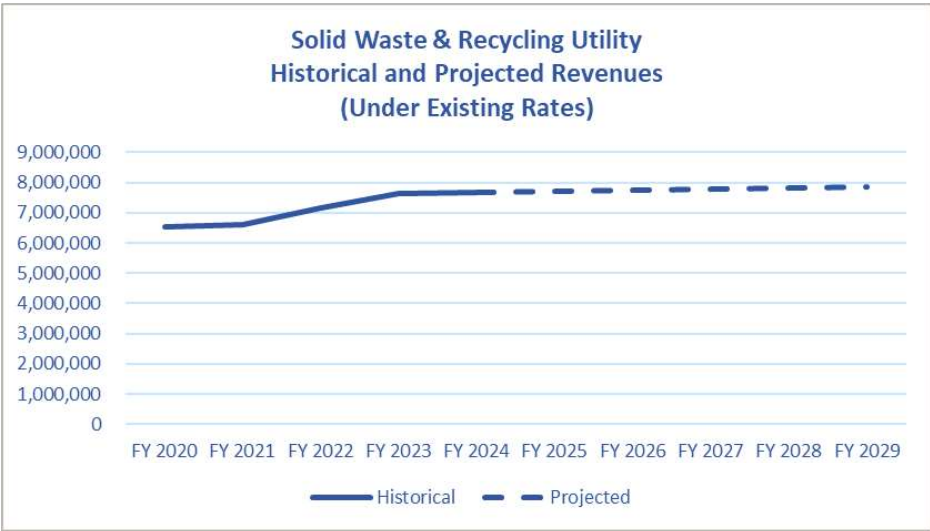


Figure 8-2 - Historical and Projected Solid Waste & Recycling Service Revenue

8.1.3 Other Solid Waste & Recycling Revenue

In addition to residential solid waste & recycling billings, other revenue sources to be considered include revenue from Extra Refuse Pick-Up and Recycling Profit Share. The Recycling Project Share is projected



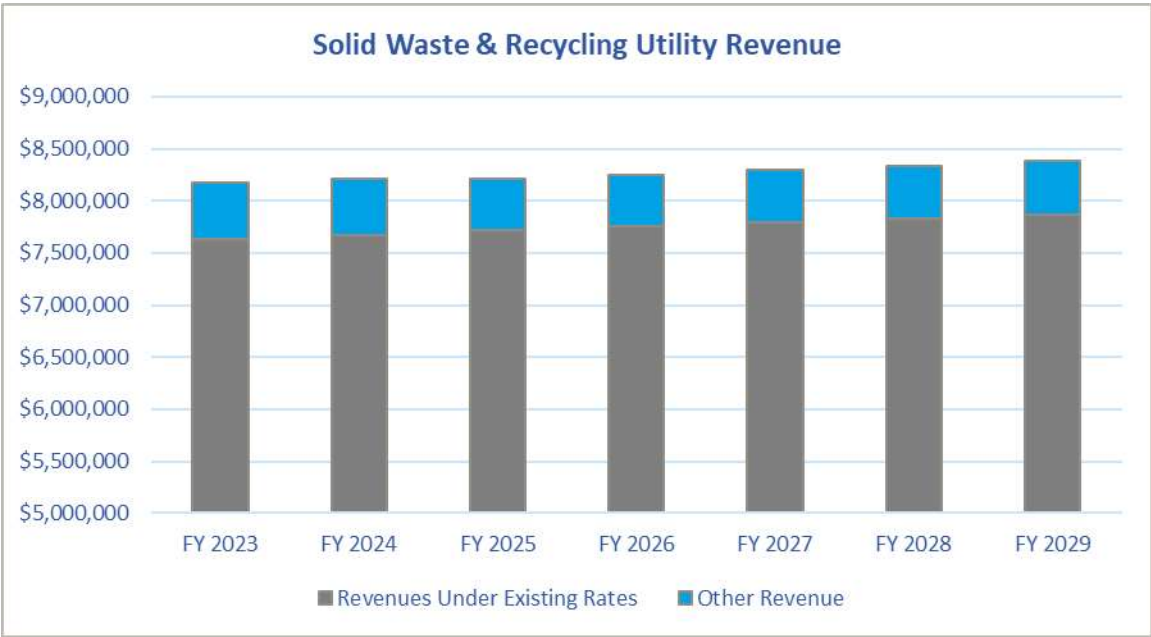
to be about 30% of the recycling processing fee based on actual FY 2023 amounts. Historical and projected other revenue is presented in [Table 38](#).

Revenue from other sources is estimated at \$509,300 for FY 2024 and \$495,900 for FY 2025 based on the FY 2024 budget and FY 2025 financial plan. Other revenue will remain stable at about \$500,000 through FY 2029.

Interest income derived from the investment of available funds is not included in [Table 38](#) and is considered in a subsequent section of this report.

Other revenues include:
<ul style="list-style-type: none"><li>• Extra Refuse Pickup</li><li>• Penalties</li><li>• Recycling Profit Share</li><li>• Miscellaneous</li></ul>

[Figure 8-3](#) presents the projected revenue for the utility.



**Figure 8-3 - Projected Solid Waste & Recycling Utility Revenue**



## 8.2 Solid Waste Capital Improvements Program

BAMA provided the annual capital project costs for FY 2024 through FY 2029. The solid waste utility capital improvement program reflects \$2.5 million in investments during the study period. This investment reflects the purchase of land and design costs for a new transfer station. The transfer station will serve as a key infrastructure projected funded through the solid waste user fees. This project will resolve current challenges by enhancing waste diversion; promoting recycling; improving materials management infrastructure; and reduce pollution in all areas of the City. The project will increase access to prevention, reuse, recycling, and green waste composting opportunities in areas that currently don't have access, while solving future water disposal needs. The transfer station will increase route efficiencies, reduce vehicle repair and fuel costs, reduce infrastructure repairs, and reduce the City's carbon footprint.

It is anticipated that the utility will utilize Revenue Notes fund the initial costs. [Figure 8-4](#) summarizes the funding for the FY 2024 – FY 2029 capital program.

FY 2024 - FY 2029	
Funding Source	Escalated CIP
Revenue Notes	\$ 2,664,700

Figure 8-4 - Solid Waste & Recycling Capital Funding Sources

## 8.3 Solid Waste Revenue Requirements

Projection of reliable revenue requirements include:

1. System operation and maintenance (O&M) expenses,
2. Annual Capital Outlay,
3. Loan Payments, and
4. Payments In Lieu of Taxes (PILOT).

The projections of annual revenue requirements for the study period are discussed in this section.

### 8.3.1 Solid Waste & Recycling O&M Expenses

The elements of O&M expense for the solid waste & recycling utility include the annual expense associated with solid waste and recycling collection and disposal and administrative and general functions.

O&M expenses include the annual salaries and wages of personnel, costs for materials and supplies, and other costs such as employee benefits, insurance, and contract services.



Annual O&M expense is met principally from annual operating revenue. A summary of projected O&M expenses for FY 2023 through FY 2029 is presented in [Table 40](#). Included in [Table 40](#) is Solid Waste & Recycling’s share of the indirect costs associated with the general fund (Fund 10).

The FY 2025 Financial Plan O&M budget provided by BAMA was used as the baseline for the projection of O&M expenses through FY 2029. Based on historical O&M costs, industry experience, and discussions with BAMA, appropriate escalation factors were applied to various categories of costs to project future annual O&M expenses. Annual escalation factors used for major cost categories are shown in [Figure 8-5](#).

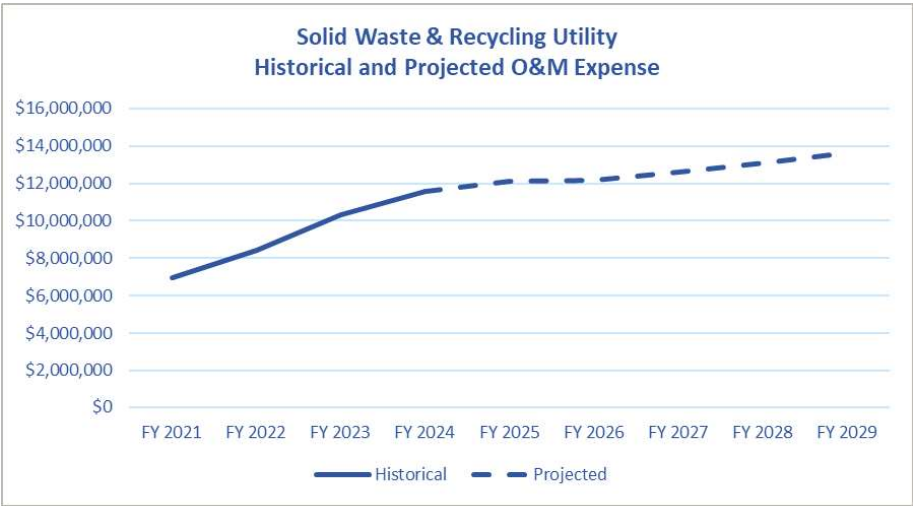
- *Salaries & Wages:* 4%
- *Employee Benefits:*5%
- *All Other:* 2%
- *Capital Outlay:* 3%

**Figure 8-5 – Solid Waste & Recycling O&M Escalation Factors**

Included in contract services is Contract Landfill Service, at about \$1.5M per year, which reflects Residential solid waste and green waste disposal. The costs associated with contract service are estimated to increase about 4% annually based on the Consumer Price Index index for water, sewer and trash collection services. Contract services associated with recycling are budgeted at \$400,000 in FY 2024 and are anticipated to increase by about 2% per year based on projected increases in recycling volume.

The annual O&M expenses for solid waste and recycling are budgeted at \$11.5 million in FY 2024 and are projected to grow to \$13.7 million by FY 2029.

[Figure 8-6](#) presents the historical and projected O&M expenses for the solid waste & recycling utility.



**Figure 8-6 - Projected Annual Solid Waste & Recycling O&M Expense**

8.3.1.1 Projection of Solid Waste Volume

Projected solid waste, green waste, and recycling volumes were based on analyzing historical trends and discussions with the client regarding future trends. Residential waste is anticipated to increase by about 5% per year, green waste is anticipated to increase by about 1% per year, and recycling is anticipated to increase by about 2% per year. [Figure 8-7](#) presents both the historical and projected solid waste and recycling volume.



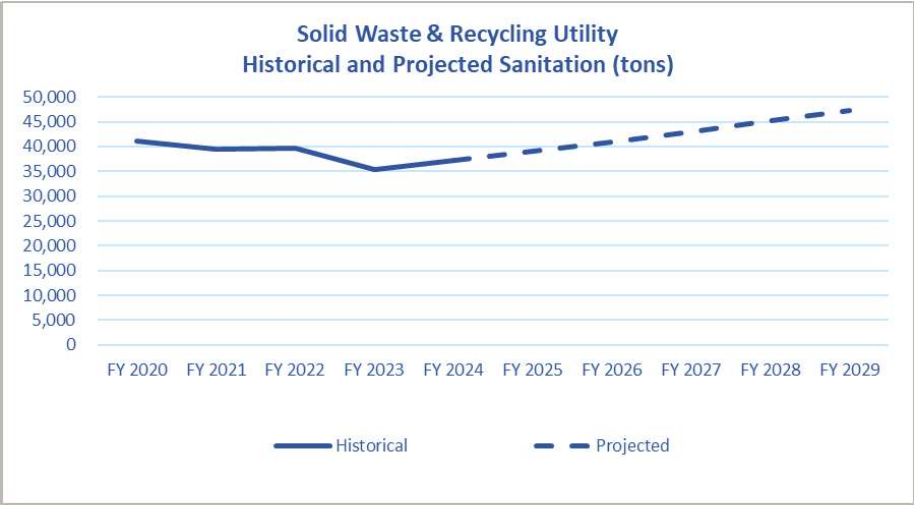


Figure 8-7 - Historical and Projected Residential Solid Waste and Recycling Volume

Figure 8-8 presents the historical and projected green waste volume. Residential green waste that is dropped off goes to TARE (Tulsa Authority for Recovery of Energy) and all other green waste will be landfilled.



Figure 8-8 - Historical and Projected Green Waste Volume

Figure 8-9 presents the historical and projected recycling volume. The City sends recycling material to Tulsa's recycling and transfer center. The center was damaged by fire in 2021 and reopened in late 2022.



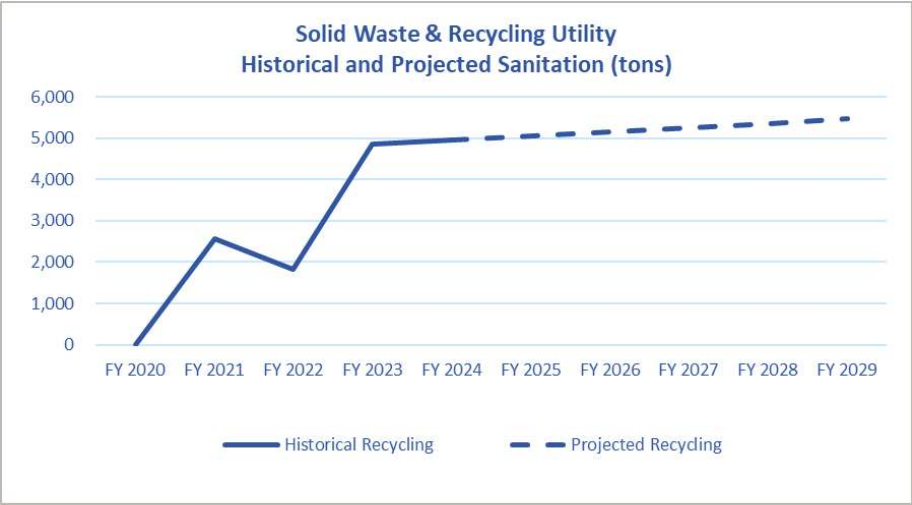


Figure 8-9 - Historical and Projected Recycling Volume

8.3.2 Annual Capital Outlay

Routine annual capital outlay expenditures include those costs that tend to be routinely incurred yearly for normal replacements, extensions, and minor improvements. *Table 40* includes historical and projected annual capital outlay expenditures for FY 2023 through FY 2029 in rows 14 and 15. Solid Waste and Recycling’s projected capital outlay expenses assume the purchase of 3 Automated Side Loader (ALS) trucks each year through FY 2029. These trucks have a useful life of 5 -years and will need to be replaced regularly.

8.3.3 Solid Waste & Recycling Debt Service Requirements

In 2021, the City was provided a \$2.6M loan to purchase recycling carts, trucks, and maintenance vehicles. An additional \$1M loan was provided in 2022 to help purchase ASL recycling trucks. The solid waste and recycling utility's scheduled principal and interest requirements on the existing loans are shown in *Table 41*.

8.4 Solid Waste & Recycling Proposed Revenue Adjustments

The annual revenue adjustments needed to achieve the financial performance objectives defined in Section 2.1.3 are determined by evaluating the funding gap between the projected annual revenue requirements and the projected revenues under existing rates. *Table 42* in the Appendix summarizes the study period's revenue and revenue requirements (financial plan).

**Projected Revenue Under Existing Rates:** Line 1 indicates that under existing rates (FY 2023 rates), Solid Waste & Recycling revenues will increase from \$7.6 million in 2023 to \$7.9 million in FY 2029.

**Projected Other Revenues:** Lines 9 and 10 indicate that the other revenues are anticipated to increase from \$531,900 in FY 2023 to \$511,500 in FY 2029, mainly due to decreased interest income.



**Projected Expenses:** The total annual expenses, which include Direct O&M expense on Line 12, Indirect O&M expense on Line 13, PILOT on Line 14, debt service on Line 18, routine capital on Line 19, and cash financing of capital on Line 20, are anticipated to increase from \$11.4 million in FY 2023 to \$16.5 million in FY 2029. The increase is due to inflationary cost escalations.

**Utility Transfers:** The Stormwater Utility is anticipated to transfer \$9,200,000 of available funds on hand to the Solid Waste & Recycling Utility between FY 2024 and FY 2029. This transfer will allow the Solid Waste & Recycling Utility Emergency Reserve Fund balance to build up to 30 days of cash by FY 2029. This transfer of funds is shown on Line 21 of [Table 42](#).

**Funding Gap:** The cash flow analysis indicates that the sum of revenues under existing rates and the other revenues is not adequate to fund the projected annual revenue requirements, causing an operating deficit.

**Proposed Service Charge Increases:** A series of increases in the monthly service charge are proposed and presented in [Figure 8-10](#) to address the funding gap in the solid waste utility.

FY 2024: \$5.00 (Adopted)  
FY 2025: \$2.50 (Adopted)  
FY 2026: \$2.50  
FY 2027: \$2.50  
FY 2028: \$2.50  
FY 2029: \$2.50

Figure 8-10 - Proposed Service Charge Increases

Lines 2 through 7 in the table present the additional revenues generated each year with the proposed magnitude and timing of revenue adjustments. [Figure 8-11](#) shows the Solid Waste and Recycling utility's projected revenue and revenue requirements through 2029.

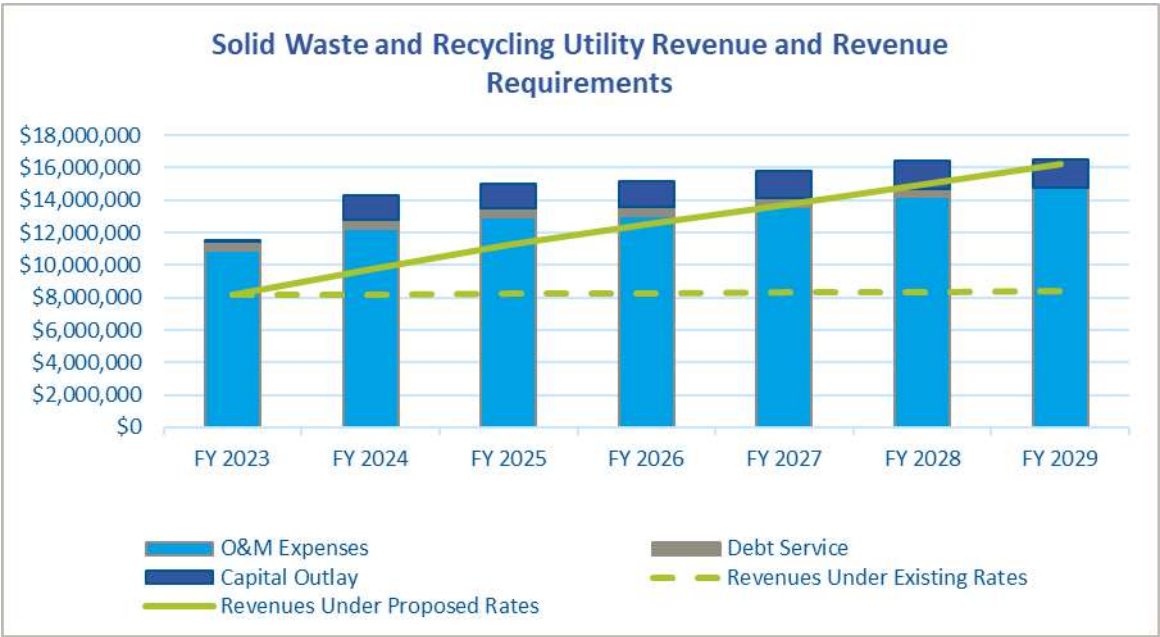


Figure 8-11 - Solid Waste Revenues and Revenue Requirements

BAMA's financial policy related to maintaining reserves is set forth in Resolution No. 555, which states that BAMA will maintain an Emergency Reserve fund balance equal to 60 days of expenses. The total cash balances for the solid waste and recycling utility, stated as the number of days of O&M expense is shown in [Figure 8-12](#) and Line 26 of [Table 42](#).



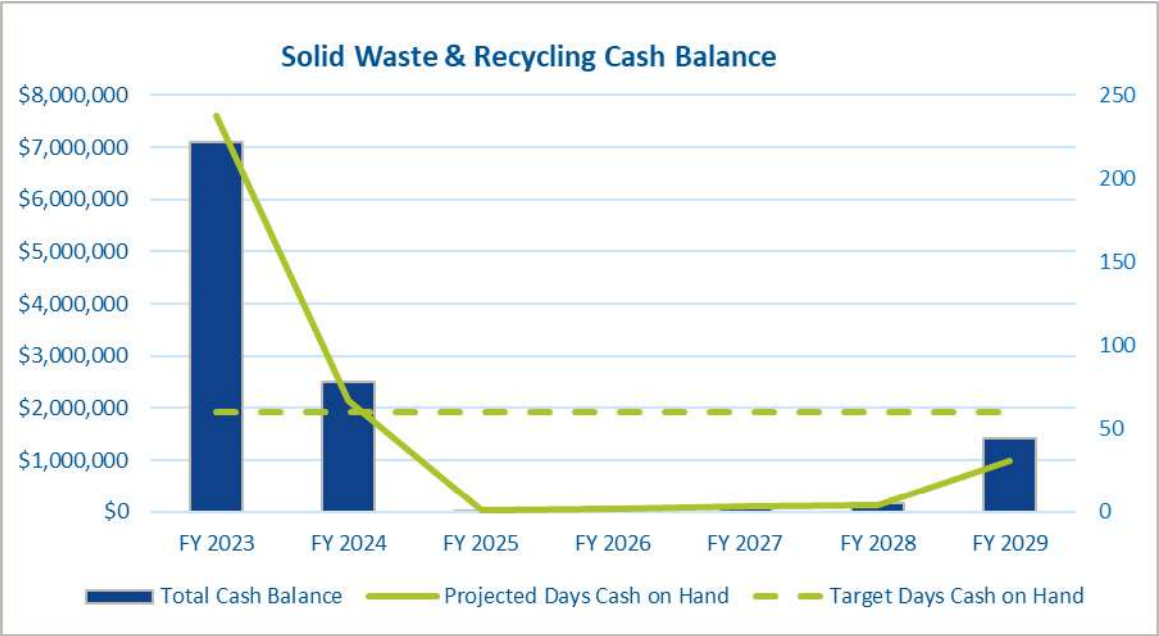


Figure 8-12 - Solid Waste Cash Balance

The proposed annual revenue adjustments shown in [Figure 8-10](#) and the transfer of funds from Stormwater Utility will allow the solid waste and recycling utility to reach 30 days of cash on hand by FY 2029.

### 8.5 Proposed Solid Waste & Recycling Rates

The proposed schedule of rates for solid waste and recycling maintain the existing rate structure and reflects annual increases based on the proposed annual increases presented in Section 8.4.

[Table 43](#) summarizes the rates that went into effect on October 1, 2023 (FY 2024) and the proposed rates for FY 2025 through FY 2029.



## 9.0 Combined Metrics

BAMA's financial policy related to maintaining reserves is set forth in Resolution No. 555, which states that BAMA will maintain an Emergency Reserve fund balance equal to 60 days of expenses. The proposed revenue adjustments for the 4 BAMA utilities will achieve a minimum of 68 days of cash on hand in FY 2024 and a maximum of 92 days by FY 2029.

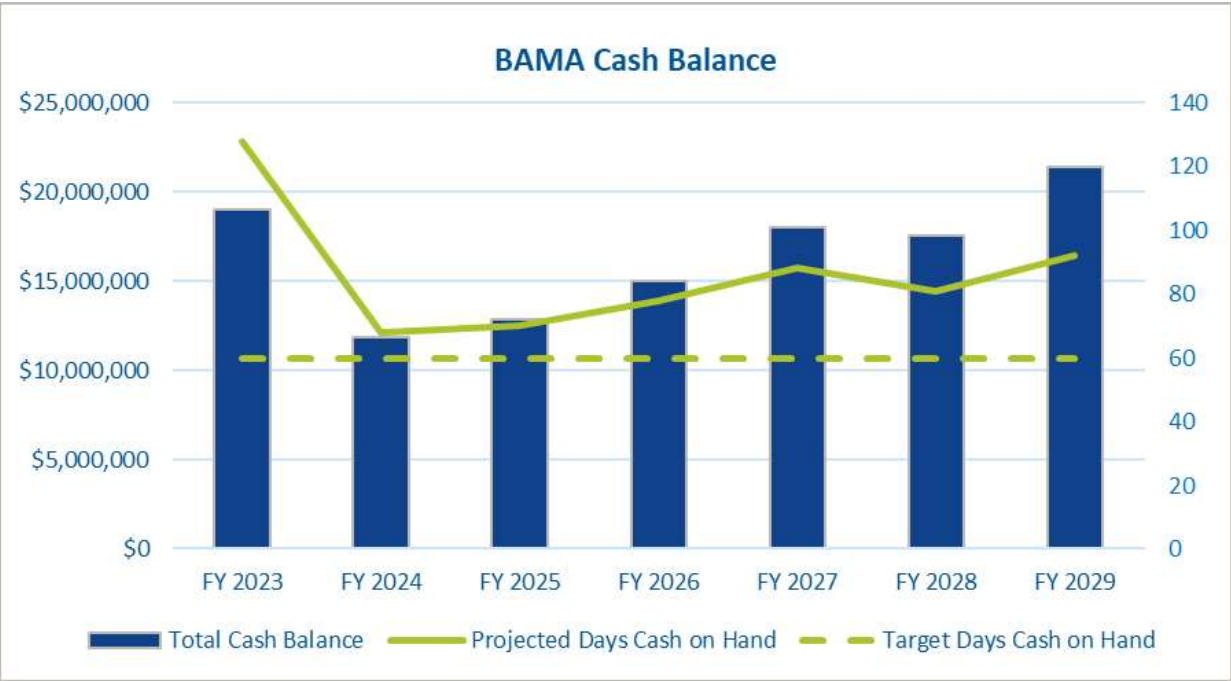


Figure 9-1 - BAMA Cash Balance



## 10.0 Appendix A: Detailed Tables

### 10.1 Water Tables

Table 1 – Historical and Projected Number of Water Accounts

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Inside City											
1	Single-Family Residential	34,688	34,470	35,719	40,562	40,968	41,377	41,791	42,209	42,631	43,057
2	Multi-Family Residential	339	323	343	395	397	399	401	403	405	407
3	Commercial	1,627	1,617	1,660	1,818	1,827	1,836	1,845	1,855	1,864	1,873
4	Parks	6	6	6	6	6	6	6	6	6	6
5	Cemetery	1	2	2	3	3	3	3	3	3	3
6	Golf Courses	13	10	10	8	8	8	8	8	8	8
7	Greens at Broken Arrow	35	35	35	34	34	34	34	34	34	34
8	Government	0	0	0	0	0	0	0	0	0	0
9	Total Inside City	36,709	36,463	37,775	42,826	43,243	43,663	44,088	44,518	44,951	45,389
Outside City											
10	Residential	1,302	1,254	1,250	1,375	1,382	1,389	1,396	1,403	1,410	1,417
11	Commercial	4	4	4	4	4	4	4	4	4	4
12	Total Outside City	1,306	1,258	1,254	1,379	1,386	1,393	1,400	1,407	1,414	1,421
13	Total	38,015	37,721	39,029	44,205	44,629	45,056	45,488	45,924	46,365	46,809
	% Change		-0.77%	3.47%	13.26%	0.96%	0.96%	0.96%	0.96%	0.96%	0.96%

(a) Reflects impact of the utility billing system upgrade and conversion.

Table 2 – Historical and Projected Water Usage

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		kgal	kgal	kgal	kgal	kgal	kgal	kgal	kgal	kgal	kgal
Inside City											
1	Single-Family Residential	2,552,200	2,711,500	2,850,100	3,121,500	3,152,700	3,184,200	3,216,100	3,248,200	3,280,700	3,313,500
2	Multi-Family Residential	144,100	161,400	163,600	266,000	267,300	268,700	270,000	271,400	272,700	274,100
3	Commercial	466,600	521,900	669,000	944,500	949,300	954,000	958,800	963,600	968,400	973,200
4	Parks	1,200	2,800	1,300	4,700	4,700	4,700	4,700	4,700	4,700	4,700
5	Cemetery	500	3,100	3,400	6,600	6,600	6,600	6,600	6,600	6,600	6,600
6	Golf Courses	1,600	1,400	2,800	3,100	3,100	3,100	3,100	3,100	3,100	3,100
7	Greens at Broken Arrow	24,100	29,000	29,100	84,300	84,300	84,300	84,300	84,300	84,300	84,300
8	Government	0	400	2,200	5,300	0	0	0	0	0	0
9	Total Inside City	3,190,300	3,431,500	3,721,500	4,436,000	4,468,000	4,505,600	4,543,600	4,581,900	4,620,500	4,659,500
Outside City											
10	Residential	93,500	102,900	102,500	118,900	119,400	120,000	120,600	121,200	121,900	122,500
11	Commercial	17,700	(5,100)	12,400	11,500	11,500	11,500	11,500	11,500	11,500	11,500
12	Total Outside City	111,200	97,800	114,900	130,400	130,900	131,500	132,100	132,700	133,400	134,000
13	Total	3,301,500	3,529,300	3,836,400	4,566,400	4,598,900	4,637,100	4,675,700	4,714,600	4,753,900	4,793,500

kgal - 1,000 gallons

(a) Reflects impact of the utility billing system upgrade and conversion.



Table 3 – Existing Water Rates effective October 1, 2022

Meter Size	Inside City	Outside City
Service Charges - \$/Month		
3/4"	10.34	11.53
1"	11.42	12.77
1.5"	15.37	17.10
2"	21.94	24.29
3"	50.17	55.77
4"	82.40	92.31
6"	96.64	101.58
8"	136.28	143.71
10" and Over	183.35	193.26
Volume Charge - \$/kgal		
Retail Customers	5.74	6.58
Parks/Cemeteries/Golf Courses	7.90	
Greens at Broken Arrow	5.74	

kgal - 1,000 gallons

*Note: This report was issued after the FY 2024 water rates were implemented on October 1, 2023.*



# Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study

**Table 4 - Historical and Projected Billings Under Existing Water Rates**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Inside City											
1	Single-Family Residential	15,780,513	16,657,544	18,250,200	20,922,200	21,388,700	21,602,400	21,818,800	22,036,600	22,257,100	22,479,600
2	Multi-Family Residential	674,712	792,247	885,600	1,465,200	1,490,600	1,498,400	1,505,600	1,513,400	1,520,700	1,528,500
3	Commercial	2,499,593	2,592,256	3,622,100	5,251,400	5,303,800	5,330,000	5,356,800	5,383,600	5,410,400	5,437,300
4	Parks	8,546	9,172	9,400	34,400	34,900	34,900	34,900	34,900	34,900	34,900
5	Cemetery	653	3,863	23,400	47,700	48,300	48,300	48,300	48,300	48,300	48,300
6	Golf Courses	14,845	14,757	22,000	24,800	25,000	25,000	25,000	25,000	25,000	25,000
7	Greens at Broken Arrow	92,858	127,300	153,900	447,900	453,500	453,500	453,500	453,500	453,500	453,500
8	Government	0	121	15,100	38,700	0	0	0	0	0	0
9	Total Inside City	19,071,720	20,197,139	22,966,600	28,193,600	28,744,800	28,992,500	29,242,900	29,495,300	29,749,900	30,007,100
Outside City											
10	Residential	691,878	704,954	743,200	886,300	901,600	906,100	910,700	915,200	920,300	924,900
11	Commercial	18,988	106,414	73,600	70,800	72,000	72,000	72,000	72,000	72,000	72,000
12	Total Outside City	710,866	811,368	816,800	957,100	973,600	978,100	982,700	987,200	992,300	996,900
13	Total	19,782,586	21,008,507	23,783,400	29,150,700	29,718,400	29,970,600	30,225,600	30,482,500	30,742,200	31,004,000

(a) Reflects actual revenue.

**Table 5 - Historical and Projected Miscellaneous Water Revenue**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1	Water Taps	534,899	639,244	652,228	660,000	660,000	660,000	666,300	672,700	679,200	685,700
2	Turn-Ons	209,506	199,925	228,414	240,000	240,000	240,000	240,000	240,000	240,000	240,000
3	Transfer Fees	15,735	14,100	9,850	10,000	10,000	10,000	10,000	10,000	10,000	10,000
4	Return Check Fees	10,179	6,719	6,323	12,000	11,800	11,500	11,500	11,500	11,500	11,500
5	Penalties	327,113	0	402,434	528,000	517,000	506,000	506,000	506,000	506,000	506,000
6	Interest (a)	15,369	0	246	6,200	6,100	6,000	0	0	0	0
7	Sale of Assets	61,297	0	0	0	0	0	0	0	0	0
8	Gain/Loss Joint Venture	(134,215)	0	0	0	0	0	0	0	0	0
9	Overhead Fee	0	0	0	86,400	84,600	82,800	82,800	82,800	82,800	82,800
10	Miscellaneous	105,034	75,235	130,190	60,000	58,750	57,500	57,500	57,500	57,500	57,500
11	Sale of Material	10,902	10,428	12,385	48,000	47,000	46,000	0	0	0	0
12	Property Damage	754	211	421	0	0	0	0	0	0	0
13	Total Miscellaneous Revenue	1,156,572	945,861	1,442,490	1,650,600	1,635,250	1,619,800	1,574,100	1,580,500	1,587,000	1,593,500

(a) Projected interest income included in Tables 8 and 10.



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 6 - Projected Water Capital Improvement Program**

Line No.	Description	Budget						Total
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
		\$	\$	\$	\$	\$		\$
<b>Water CIP Summary by Function Category - Uninflated</b>								
Source of Supply								
1	Land and Land Rights	0	0	0	0	0	0	0
2	Pumping Equipment	0	0	0	0	0	0	0
3	Raw Water Supply	0	870,000	1,000,000	2,000,000	6,150,000	0	10,020,000
4	Raw Water Storage	0	0	0	0	0	0	0
Treatment								
5	Land and Land Rights	0	0	0	0	0	0	0
6	Structures and Improvements	0	54,000	499,000	2,208,000	0	0	2,761,000
7	Pumping Equipment	0	0	0	0	0	0	0
8	Water Treatment Equipment	0	0	0	0	2,225,000	0	2,225,000
9	Other Plant and Miscellaneous Equipment	0	0	0	0	0	0	0
Transmission & Distribution								
10	Land and Land Rights	0	0	0	0	0	0	0
11	Distribution Pumping	0	0	0	0	2,250,000	2,100,000	4,350,000
12	Treated Water Storage	0	0	0	1,010,000	3,586,000	1,060,000	5,656,000
13	Distribution Mains	9,697,500	1,774,500	715,000	4,104,000	2,860,000	2,720,000	21,871,000
14	Transmission Mains	50,000	871,200	401,500	457,100	0	0	1,779,800
15	Meters and Meter Installations	341,000	0	0	0	0	0	341,000
16	Hydrants	0	0	0	0	0	0	0
17	General Plant	0	0	0	0	0	0	0
18	Total - Uninflated	10,088,500	3,569,700	2,615,500	9,779,100	17,071,000	5,880,000	49,003,800
<b>Water CIP Summary by Funding Source - Inflated</b>								
19	BAMA	648,400	355,300	285,500	0	2,175,000	3,175,800	6,640,000
20	Future OWRB	0	3,505,700	2,490,100	10,585,200	16,672,700	3,446,100	36,699,800
21	2024 OWRB	9,944,600	0	0	0	0	0	9,944,600
22	Total - Inflated	10,593,000	3,861,000	2,775,600	10,585,200	18,847,700	6,621,900	53,284,400



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**Table 7 - Projected Water O&M Expense**

Line No.	Description	Est. Actual	Budget	Fin. Plan	Projected			
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$
	Water Direct (a)							
1	Water Distribution Division (5400)	2,941,300	3,193,200	3,275,700	3,402,500	3,481,800	3,663,300	3,793,700
2	Water Repair & Construction Division (5403)	1,243,900	1,370,500	1,379,700	1,445,700	1,521,300	1,581,300	1,643,900
3	Water Resources (5404)	510,400	561,300	563,900	581,100	617,700	636,900	656,900
4	Waterplant Division (5405)	4,987,400	5,418,100	5,458,100	5,633,000	5,820,700	6,036,000	6,219,200
5	Administration (5401)	478,300	508,800	522,200	543,500	570,900	594,300	618,700
6	Meter Readers (5406)	1,267,300	1,641,900	1,660,700	1,711,800	1,783,400	1,838,900	1,896,500
7	Additional Personnel (b)		0	34,100	89,900	94,200	0	0
8	Subtotal	11,428,600	12,693,800	12,894,400	13,407,500	13,890,000	14,350,700	14,828,900
	Indirect Costs							
	Fund 20							
9	City Manager (1302)	154,300	155,500	160,600	167,300	174,400	181,700	189,300
10	Finance Department - Logistics (1502)	204,000	222,300	228,400	237,500	247,100	257,000	267,400
11	Revenue (1503)	634,500	698,200	721,800	743,100	765,100	787,800	811,400
12	General Government (1700)	441,300	526,700	531,600	542,400	553,400	564,600	576,100
13	Operations (5100)	135,700	155,300	165,600	171,300	177,300	183,500	189,900
14	Building Maintenance (5115)	345,900	409,100	416,600	433,800	451,800	470,500	490,100
15	Fleet Maintenance (5120)	671,200	848,800	870,500	904,500	940,000	976,900	1,015,400
16	Construction (5200)	452,300	468,800	483,700	503,600	524,400	546,100	568,600
17	Engineering (5205)	783,600	987,200	936,300	1,052,500	1,133,900	1,287,900	1,338,800
18	Engineering Planning (5215)	293,000	315,500	320,900	332,200	344,000	356,200	369,000
19	Additional Personnel (b)		0	76,800	38,800	105,100	0	0
20	Subtotal	4,115,800	4,787,400	4,912,800	5,127,000	5,416,500	5,612,200	5,816,000
21	Total Direct and Indirect Costs	15,544,400	17,481,200	17,807,200	18,534,500	19,306,500	19,962,900	20,644,900
	Capital Outlay							
22	Water Direct	1,684,600	1,777,000	1,777,000	1,830,300	1,885,200	1,941,800	2,000,000
23	Fund 20	313,400	266,400	266,400	274,300	282,600	291,100	299,800
24	Subtotal	1,998,000	2,043,400	2,043,400	2,104,600	2,167,800	2,232,900	2,299,800
25	Total Operation & Maintenance Expense	17,542,400	19,524,600	19,850,600	20,639,100	21,474,300	22,195,800	22,944,700

(a) Excludes Payment in Lieu of Taxes.

(b) Reflects additional personnel not included in FY 2025 Financial Plan.



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 8 - Existing and Proposed Water Debt Service**

Line No.	Description	Original Loan Amount	Annual Debt Service Requirements					
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$
Existing Revenue Bonds								
1	FAP Series 2015		411,500	410,300	411,200	410,000	411,100	408,800
2	FAP Series 2017B		299,300	298,400	297,900	297,400	295,500	295,400
3	FAP Series 2018A		284,200	310,000	376,600	375,500	375,400	376,300
4	FAP 2020A		1,029,500	1,041,200	1,042,200	1,072,100	1,090,800	1,098,300
5	FAP Series 2020B		460,500	464,200	462,600	460,800	463,600	461,200
6	FAP Series 2021B		120,700	120,700	199,400	202,400	200,300	197,600
7	FAP Series 2023A		2,108,500	2,108,900	2,108,600	2,108,500	2,108,700	2,109,200
8	Total Existing Revenue Bonds		4,714,200	4,753,700	4,898,500	4,926,700	4,945,400	4,946,800
Existing State Revolving Loans								
9	DWSRF Series 2004		711,700	79,100	0	0	0	0
10	DWSRF Series 2012		2,174,100	2,174,100	2,174,100	2,174,100	2,174,100	2,174,100
11	CWSRF Series 2018		441,400	441,400	0	0	0	0
12	DWSRF Series 2020C		38,900	85,600	85,700	86,200	86,300	91,800
13	Total Existing State Revolving Loans		3,366,100	2,780,200	2,259,800	2,260,300	2,260,400	2,265,900
Proposed State Revolving Loans								
14	FY 2024	9,945,000	290,100	699,700	699,700	699,700	699,700	699,700
15	FY 2025	3,506,000		102,300	246,700	246,700	246,700	246,700
16	FY 2026	2,490,000			72,600	175,200	175,200	175,200
17	FY 2027	10,585,000				308,700	744,800	744,800
18	FY 2028	16,673,000					486,300	1,173,100
19	FY 2029	3,446,000						100,500
19	Total Proposed State Revolving Loans	46,645,000	290,100	802,000	1,019,000	1,430,300	2,352,700	3,140,000
20	Total Debt Service		8,370,400	8,335,900	8,177,300	8,617,300	9,558,500	10,352,700

**Table 9 – Water Capital Improvement Program Financing**

Line No.	Description	Year Ending June 30,						
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
		\$	\$	\$	\$	\$	\$	\$
Sources of Funds								
1	Beginning of Year Balance	3,494,400	3,412,200	3,394,100	3,386,200	3,297,000	3,146,400	3,494,400
2	BAMA	648,400	355,300	285,500	0	2,175,000	3,175,800	6,640,000
3	Future OWRB	0	3,505,700	2,490,100	10,585,200	16,672,700	3,446,100	36,699,800
4	2024 OWRB	9,944,600	0	0	0	0	0	9,944,600
5	Interest Income	17,300	17,000	17,000	16,700	16,100	15,700	99,800
6	Total Sources of Funds	14,104,700	7,290,200	6,186,700	13,988,100	22,160,800	9,784,000	56,878,600
Application of Funds								
7	Major Capital Improvements	10,593,000	3,861,000	2,775,600	10,585,200	18,847,700	6,621,900	53,284,400
8	Issuance Expense	99,500	35,100	24,900	105,900	166,700	34,500	466,600
9	Total Application of Funds	10,692,500	3,896,100	2,800,500	10,691,100	19,014,400	6,656,400	53,751,000
10	End of Year Balance	3,412,200	3,394,100	3,386,200	3,297,000	3,146,400	3,127,600	3,127,600



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 10 - Comparison of Projected Water Revenue under Existing Rates with Projected Revenue Requirements**

Line No.	Description	Year Ending June 30,					
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$
1	Revenue from Rates (a)	29,718,400	29,970,600	30,225,600	30,482,500	30,742,200	31,004,000
	Increased Revenue (b)						
2	7.00% Effective October 1, 2023	1,386,900	2,097,900	2,115,800	2,133,800	2,152,000	2,170,300
3	2.00% Effective October 1, 2024		427,600	646,800	652,300	657,900	663,500
4	2.00% Effective October 1, 2025			439,800	665,400	671,000	676,800
5	2.00% Effective October 1, 2026				452,500	684,500	690,300
6	2.00% Effective October 1, 2027					465,400	704,100
7	2.00% Effective October 1, 2028						478,800
8	Total Revenue from Rates	31,105,300	32,496,100	33,428,000	34,386,500	35,373,000	36,387,800
9	Other Revenue	1,550,600	1,537,000	1,491,300	1,497,700	1,504,200	1,510,700
10	Overhead Fee	84,600	82,800	82,800	82,800	82,800	82,800
11	Sales Tax Transferred from General Fund	10,413,600	9,342,400	8,385,100	8,013,200	7,915,800	7,470,000
12	Interest Income (c)	13,900	21,300	40,200	58,100	66,500	64,600
13	Total Revenue	43,168,000	43,479,600	43,427,400	44,038,300	44,942,300	45,515,900
	Operation & Maintenance Expense						
14	Direct	12,693,800	12,894,400	13,407,500	13,890,000	14,350,700	14,828,900
15	Indirect	4,787,400	4,912,800	5,127,000	5,416,500	5,612,200	5,816,000
16	Payment in Lieu of Taxes	2,332,900	2,437,200	2,507,100	2,579,000	2,653,000	2,729,100
17	Payment in Lieu of Taxes Rate	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
18	<b>Net Revenue</b>	<b>23,353,900</b>	<b>23,235,200</b>	<b>22,385,800</b>	<b>22,152,800</b>	<b>22,326,400</b>	<b>22,141,900</b>
	Debt Service Requirements						
19	Existing OWRB FAP Loans	4,714,200	4,753,700	4,898,500	4,926,700	4,945,400	4,946,800
20	Proposed OWRB FAP Loans	0	0	0	0	0	0
21	Total OWRB FAP Loan Debt Service	4,714,200	4,753,700	4,898,500	4,926,700	4,945,400	4,946,800
22	Existing OWRB DWSRF Loans	3,366,100	2,780,200	2,259,800	2,260,300	2,260,400	2,265,900
23	Proposed OWRB DWSRF Loans	290,100	802,000	1,019,000	1,430,300	2,352,700	3,140,000
24	Total OWRB DWSRF Loan Debt Service	3,656,200	3,582,200	3,278,800	3,690,600	4,613,100	5,405,900
25	Total Debt Service	8,370,400	8,335,900	8,177,300	8,617,300	9,558,500	10,352,700
	Transfers & Other Expenses						
26	Capital Outlay/Equipment	2,043,400	2,043,400	2,104,700	2,167,800	2,232,800	2,299,800
27	Cash Financing of Capital Projects	648,400	355,300	285,500	0	2,175,000	3,175,800
28	Transfer to/(from) other Utilities	0	0	0	0	500,000	0
29	Sales Tax Transferred to General Fund	10,413,600	9,342,400	8,385,100	8,013,200	7,915,800	7,470,000
30	<b>Total Expenses</b>	<b>41,289,800</b>	<b>40,321,300</b>	<b>39,994,200</b>	<b>40,683,700</b>	<b>44,998,300</b>	<b>46,672,200</b>
31	Net Balance	1,878,200	3,158,300	3,433,200	3,354,600	(56,000)	(1,156,300)
32	Beginning Fund Balance (d)	2,696,700	4,574,900	7,733,200	11,166,400	14,521,000	14,465,000
33	End of Year Balance	4,574,900	7,733,200	11,166,400	14,521,000	14,465,000	13,308,700
	Emergency Reserve Fund (e)						
34	Number of Days - Water Only	65	109	154	191	179	156
35	Number of Days - Target	60	60	60	60	60	60
	Net Revenues Available for Debt Service						
36	Including Sales Tax Revenue	23,354,000	23,235,300	22,385,800	22,152,900	22,326,100	22,142,000
37	Excluding Sales Tax Revenue	12,940,400	13,892,900	14,000,700	14,139,700	14,410,300	14,672,000
38	Maximum Annual Debt Service	8,370,400	8,336,000	8,511,200	9,256,000	10,429,100	10,671,600
	Debt Service Coverage						
39	Including Sales Tax Revenue	279.0%	278.7%	263.0%	239.3%	214.1%	207.5%
40	Excluding Sales Tax Revenue	154.6%	166.7%	164.5%	152.8%	138.2%	137.5%
41	Rate Covenant (Min. Required)	125.0%	125.0%	125.0%	125.0%	125.0%	125.0%

(a) Reflects revenue under the rates in effect October 1, 2022.

(b) Assumes 1 month lag before rates are fully effective.

(c) Includes interest earnings on the Operating Fund and Bond Reserve Fund.

(d) Beginning balance consists of funds in the Emergency Reserve Fund.

(e) Reflects number of days of operation & maintenance expense, PILOT, SRF Loan debt service, and capital outlay/equipment.



Table 11 – Proposed Water Rates

Meter Size	2025 Adopted	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
<b>INSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	11.79	13.05	13.30	13.55	13.80
1"	13.01	14.25	14.50	14.75	15.05
1.5"	17.50	18.90	19.30	19.70	20.10
2"	25.00	26.50	27.00	27.50	28.00
3"	57.17	59.50	60.50	61.50	62.50
4"	93.90	97.00	99.00	101.00	103.00
6"	110.12	113.00	115.00	117.00	119.00
8"	155.30	159.00	162.00	165.00	168.00
10" and Over	208.93	214.00	218.00	222.00	226.00
Volume Charge - \$/kgal					
Retail	6.54	6.86	6.99	7.13	7.27
Parks/Cemeteries/Golf Courses	9.00	9.37	9.55	9.74	9.93
Greens at Broken Arrow	6.54	6.86	6.99	7.13	7.27
<b>OUTSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	13.14	14.40	14.65	14.90	15.20
1"	14.55	15.85	16.15	16.45	16.75
1.5"	19.49	20.90	21.30	21.70	22.10
2"	27.68	29.20	29.80	30.40	31.00
3"	63.55	66.00	67.50	69.00	70.50
4"	105.19	108.50	110.50	112.50	114.50
6"	115.75	119.00	121.00	123.00	125.00
8"	163.77	168.00	171.00	174.00	177.00
10" and Over	220.23	226.00	231.00	236.00	241.00
Volume Charge - \$/kgal					
Retail	7.50	7.84	7.99	8.15	8.31
kgal - 1,000 gallons					



**Table 12 - Comparison of Typical Monthly Water Bills under Existing Rates and Proposed Rates - Test Year FY2029**

Description	Water Use	FY 2025 Adopted Rates	FY 2029 Proposed Rates		
			Amount	Increase	Increase
	kgal	\$	\$	\$	
Inside City					
Residential					
3/4"	0	11.79	13.80	2.01	17.0%
3/4"	3	31.41	35.61	4.20	13.4%
3/4"	5	44.49	50.15	5.66	12.7%
3/4"	7	57.57	64.69	7.12	12.4%
3/4"	10	77.19	86.50	9.31	12.1%
3/4"	12	90.27	101.04	10.77	11.9%
Commercial					
1"	0	13.01	15.05	2.04	15.7%
1"	20	143.81	160.45	16.64	11.6%
1"	50	340.01	378.55	38.54	11.3%
2"	100	679.00	755.00	76.00	11.2%
2"	250	1,660.00	1,845.50	185.50	11.2%
4"	150	1,074.90	1,193.50	118.60	11.0%
4"	300	2,055.90	2,284.00	228.10	11.1%
6"	250	1,745.12	1,936.50	191.38	11.0%
6"	400	2,726.12	3,027.00	300.88	11.0%
Greens at Broken Arrow					
3/4"	3	31.41	35.61	4.20	13.4%
3/4"	5	44.49	50.15	5.66	12.7%
2"	50	352.00	391.50	39.50	11.2%
2"	100	679.00	755.00	76.00	11.2%
Outside City					
Residential					
3/4"	0	13.14	15.20	2.06	15.7%
3/4"	3	35.64	40.13	4.49	12.6%
3/4"	5	50.64	56.75	6.11	12.1%
3/4"	7	65.64	73.37	7.73	11.8%
3/4"	10	88.14	98.30	10.16	11.5%
3/4"	12	103.14	114.92	11.78	11.4%
Commercial					
1"	0	14.55	16.75	2.20	15.1%
1"	20	164.55	182.95	18.40	11.2%
1"	50	389.55	432.25	42.70	11.0%
1"	100	764.55	847.75	83.20	10.9%
2"	375	2,840.18	3,147.25	307.07	10.8%

kgal - 1,000 gallons



## 10.2 Wastewater Tables

**Table 13 – Historical and Projected Number of Wastewater Accounts**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Inside City											
1	Single-Family Residential	34,298	34,146	35,318	37,841	38,219	38,602	38,988	39,377	39,771	40,169
2	Multi-Family Residential	337	322	339	381	383	385	387	389	391	393
3	Commercial	1,074	1,089	1,116	1,546	1,554	1,561	1,569	1,577	1,585	1,593
4	Greens at Broken Arrow	34	34	34	33	33	33	33	33	33	33
5	Total Inside City	35,743	35,591	36,807	39,801	40,189	40,581	40,977	41,376	41,780	42,188
Outside City											
6	Residential	31	31	31	20	20	20	20	20	20	20
7	Commercial	2	2	1	1	1	1	1	1	1	1
8	Non-Metered Sewer	0	0	0	4	4	4	4	4	4	4
9	Total Outside City	33	33	32	25	25	25	25	25	25	25
10	Total	35,776	35,624	36,839	39,826	40,214	40,606	41,002	41,401	41,805	42,213
	% Change	1.40%	-0.43%	3.41%	8.11%	0.97%	0.97%	0.97%	0.97%	0.97%	0.97%

(a) Reflects impact of the utility billing system upgrade and conversion.

**Table 14 - Historical and Projected Billable Wastewater Flow**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		kgal	kgal	kgal	kgal	kgal	kgal	kgal	kgal	kgal	kgal
Inside City											
1	Single-Family Residential	1,949,582	1,940,900	2,026,300	2,234,000	2,256,400	2,278,900	2,301,700	2,324,700	2,348,000	2,371,500
2	Multi-Family Residential	138,190	132,000	150,400	193,700	194,700	195,700	196,700	197,600	198,600	199,600
3	Commercial	319,623	324,100	331,800	459,200	461,500	463,800	466,100	468,500	470,800	473,200
4	Greens at Broken Arrow	14,600	14,600	14,500	14,300	14,300	14,300	14,300	14,300	14,300	14,300
5	Total Inside City	2,421,995	2,411,600	2,523,000	2,901,200	2,926,900	2,952,700	2,978,800	3,005,100	3,031,700	3,058,600
Outside City											
6	Residential	13,437	13,400	13,500	8,700	8,700	8,700	8,700	8,700	8,700	8,700
7	Non-Residential	286	300	100	200	200	200	200	200	200	200
8	Non-Metered Sewer	0	0	0	0	0	0	0	0	0	0
9	Total Outside City	13,723	13,700	13,600	8,900	8,900	8,900	8,900	8,900	8,900	8,900
10	Total	2,435,718	2,425,300	2,536,600	2,910,100	2,935,800	2,961,600	2,987,700	3,014,000	3,040,600	3,067,500
	% Change	-3.26%	-0.43%	4.59%	14.72%	0.88%	0.88%	0.88%	0.88%	0.88%	0.88%

kgal - 1,000 gallons

(a) Reflects impact of the utility billing system upgrade and conversion.



Table 15 – Existing Wastewater Rates effective October 1, 2022

Meter Size	Inside City	Outside City
Service Charges - \$/Month		
3/4"	10.76	11.61
1"	11.88	12.86
1.5"	15.87	17.18
2"	21.64	24.86
3"	51.79	56.37
4"	85.20	92.42
6"	99.64	102.26
8"	140.27	144.00
10" and Over	188.76	194.01
Volume Charge - \$/kgal		
Residential	4.32	5.04
Non-Residential	4.73	5.28
Contract Sewer	4.94	
Greens at Broken Arrow	4.32	
Flat Service Charge - \$/month	44.08	49.81
Excess Strength Surcharge - \$/lb		
BOD over 250 mg/l	0.50	0.59
TSS over 250 mg/l	0.16	0.19
Oil and Grease over 100 mg/l	0.16	0.19
kgal - 1,000 gallons		
lb - pound		
BOD - Biochemical Oxygen Demand		
TSS - Total Suspended Solids		
mg/l - milligrams per liter		

Note: This report was issued after the FY 2024 water rates were implemented on October 1, 2023.



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**Table 16 - Historical and Projected Billings Under Existing Wastewater Rates**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Inside City											
1	Single-Family Residential	10,989,214	11,301,128	12,843,100	12,935,000	14,070,000	14,210,400	14,352,600	14,496,100	14,641,200	14,787,800
2	Multi-Family Residential	571,830	600,829	696,300	798,300	883,700	888,200	892,700	896,800	901,300	905,900
3	Commercial	1,461,672	1,519,176	1,707,600	2,136,100	2,358,400	2,370,100	2,381,800	2,394,100	2,405,900	2,418,100
4	Greens at Broken Arrow	60,749	61,826	68,000	60,500	66,500	66,500	66,500	66,500	66,500	66,500
5	Total Inside City	13,083,465	13,482,960	15,315,000	15,929,900	17,378,600	17,535,200	17,693,600	17,853,500	18,014,900	18,178,300
Outside City											
6	Residential	83,004	72,590	69,900	40,300	44,600	44,600	44,600	44,600	44,600	44,600
7	Commercial	2,181	1,432	600	1,000	1,100	1,100	1,100	1,100	1,100	1,100
8	Non-Metered Sewer	0	0	0	2,300	2,300	2,300	2,300	2,300	2,300	2,300
9	Total Outside City	85,185	74,022	70,500	43,600	48,000	48,000	48,000	48,000	48,000	48,000
10	Excess Strength Surcharge	283,901	0	97,300	86,500	86,500	86,500	86,500	86,500	86,500	86,500
11	Total	13,452,551	13,556,981	15,482,800	16,060,000	17,513,100	17,669,700	17,828,100	17,988,000	18,149,400	18,312,800
	% Change	5.01%	0.78%	14.21%	3.73%	9.05%	0.89%	0.90%	0.90%	0.90%	0.90%

(a) Reflects actual revenue.

**Table 17 - Historical and Projected Miscellaneous Wastewater Revenue**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1	Sewer Taps	34,028	37,321	32,197	37,500	37,500	37,500	37,900	38,300	38,700	39,100
2	Pretreatment Application Fee	2,000	800	2,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
3	Return Check Fees	6,196	4,428	4,167	6,500	6,500	7,000	7,000	7,000	7,000	7,000
4	Penalties	199,112	0	265,240	286,000	286,000	308,000	308,000	308,000	308,000	308,000
5	Interest Income (a)	9,355	0	162	0	0	0	0	0	0	0
6	Sale of Assets	37,311	0	0	0	0	0	0	0	0	0
7	Gain/Loss Joint Venture	(81,696)	0	0	0	0	0	0	0	0	0
8	Overhead/Admin Fee	0	0	0	46,800	46,800	50,400	50,400	50,400	50,400	50,400
9	Miscellaneous	63,934	49,587	85,807	32,500	32,500	35,000	35,000	35,000	35,000	35,000
10	Sale of Material	6,636	6,873	8,163	26,000	26,000	28,000	0	0	0	0
11	Property Damage	459	139	277	0	0	0	0	0	0	0
12	Total Miscellaneous Revenue	277,335	99,148	398,014	438,300	438,300	468,900	441,300	441,700	442,100	442,500

(a) Projected interest income included in Tables 21 and 23.



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**Table 18- Projected Wastewater Capital Improvement Program**

Line No.	Description	Budget						Total
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	
		\$	\$	\$	\$	\$	\$	\$
<b>Wastewater CIP Summary by Function Category - Uninflated</b>								
Collection and Pumping								
1	Land and Land Rights	0	0	0	0	0	0	0
2	Structures and Improvements	0	0	0	0	0	0	0
3	Collection Sewers	7,036,000	10,907,000	10,831,000	12,346,000	17,250,500	24,079,000	82,449,500
4	Lift Stations	7,935,000	1,530,500	976,000	1,569,000	0	6,473,000	18,483,500
5	Other Plant and Misc Equipment	0	0	0	0	0	0	0
Treatment Plants								
6	Land and Land Rights	0	0	0	0	0	0	0
7	Mechanical Bar Screens	0	0	0	0	0	0	0
8	Grit Removal	0	0	0	0	0	0	0
9	Pumping	0	0	0	4,220,000	9,000,000	0	13,220,000
10	Disinfection	0	0	0	0	0	0	0
11	Aeration Equipment	0	0	0	570,000	200,000	7,855,000	8,625,000
12	Sludge Handling	0	0	250,000	950,000	0	9,700,000	10,900,000
13	Other Plant and Misc Equipment	0	0	0	0	0	0	0
14	General Treatment	0	0	0	0	0	0	0
15	Haikey Creek Treatment Plant	2,987,400	9,612,800	9,392,800	0	0	0	21,993,000
16	General Plant	0	0	0	0	0	0	0
17	Total - Uninflated	17,958,400	22,050,300	21,449,800	19,655,000	26,450,500	48,107,000	155,671,000
<b>Wastewater CIP Summary by Funding Source - Inflated</b>								
18	BAMA	5,250,000	0	0	0	0	0	5,250,000
19	2024 OWRB	10,640,000	0	0	0	0	0	10,640,000
20	Future OWRB	0	23,849,600	22,762,600	21,275,200	29,203,500	54,176,300	151,267,200
21	ORF 23-0167-CW	2,966,300	0	0	0	0	0	2,966,300
22	Total - Inflated	18,856,300	23,849,600	22,762,600	21,275,200	29,203,500	54,176,300	170,123,500



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 19 - Projected Wastewater O&M Expense**

Line No.	Description	Est. Actual	Budget	Fin. Plan	Projected			
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$
	Wastewater Direct (a)							
1	Wastewater Treatment Division (5410)	3,785,200	4,055,500	4,087,800	4,191,600	4,298,300	4,419,100	4,532,700
2	Sewer Repair & Construction Division (5415)	2,431,300	2,924,900	2,737,500	2,815,400	2,895,800	3,033,700	3,121,800
3	Additional Personnel (b)		0	0	0	90,700	0	0
4	Subtotal	6,216,500	6,980,400	6,825,300	7,007,000	7,284,800	7,452,800	7,654,500
	Indirect Costs							
	Fund 20							
5	City Manager (1302)	83,900	85,500	85,000	88,600	92,300	96,200	100,200
6	Revenue (1503)	345,100	383,900	382,100	393,300	405,000	417,000	429,500
7	General Government (1700)	240,000	289,600	281,400	287,100	292,900	298,900	304,900
8	Operations (5100)	73,800	85,400	87,700	90,700	93,800	97,100	100,500
9	Building Maintenance (5115)	188,100	225,000	220,500	229,600	239,100	249,100	259,400
10	Fleet Maintenance (5120)	365,100	466,700	460,800	478,800	497,600	517,100	537,500
11	Finance Department - Logistics (1502)	111,000	122,300	120,900	125,700	130,800	136,000	141,500
12	Construction (5200)	246,000	257,800	256,000	266,600	277,600	289,000	301,000
13	Engineering (5205)	426,200	542,900	525,100	587,700	632,100	714,900	743,200
14	Engineering Planning (5215)	159,400	173,500	169,800	175,800	182,100	188,600	195,300
15	Additional Personnel (b)		0	40,700	20,500	55,600	0	0
16	Subtotal	2,238,600	2,632,600	2,630,000	2,744,400	2,898,900	3,003,900	3,113,000
17	Total Direct and Indirect Costs	8,455,100	9,613,000	9,455,300	9,751,400	10,183,700	10,456,700	10,767,500
	Capital Outlay							
18	Wastewater Direct	1,232,700	1,197,000	1,197,000	1,232,900	1,269,900	1,308,000	1,347,200
19	Fund 20	179,200	146,500	141,000	145,200	149,600	154,100	158,700
20	Subtotal	1,411,900	1,343,500	1,338,000	1,378,100	1,419,500	1,462,100	1,505,900
21	Total Operation & Maintenance Expense	9,867,000	10,956,500	10,793,300	11,129,500	11,603,200	11,918,800	12,273,400
		17.0%	11.0%	-1.5%	3.1%	4.3%	2.7%	3.0%

(a) Excludes Payment in Lieu of Taxes.

(b) Reflects additional personnel not included in FY 2025 Financial Plan.

(c) 2022 and 2023 estimated based on 2022 Estimated Actual and 2023 Budget.



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**Table 20 - Existing and Proposed Wastewater Debt Service**

Line No.	Description	Original Loan Amount	Annual Debt Service Requirements						
			FY 2023 (a)	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$
Existing Revenue Bonds									
1	FAP Series 2015		426,800	428,300	427,000	428,000	426,700	427,900	425,500
2	FAP Series 2017A		425,300	427,100	423,000	423,100	423,100	421,300	422,400
3	FAP Series 2017B		998,900	1,061,000	1,057,900	1,056,300	1,054,300	1,047,500	1,047,200
4	FAP Series 2018A		734,200	730,800	797,200	968,500	965,500	965,300	967,600
5	Description		-	-	-	-	-	-	-
6	Description		-	-	-	-	-	-	-
7	Total Existing Revenue Bonds		2,585,200	2,647,200	2,705,100	2,875,900	2,869,600	2,862,000	2,862,700
Existing State Revolving Loans									
8	CWSRF Series 2007		1,200,300	0	0	0	0	0	0
9	CWSRF Series 2012		457,100	457,100	457,100	457,100	457,100	457,100	457,100
10	CWSRF Series 2016		422,500	394,600	394,600	394,600	394,600	394,600	394,600
11	CWSRF Series 2019A		120,700	249,300	250,700	251,800	248,200	253,900	249,800
12	CWSRF Series 2019B		291,000	840,500	836,100	841,400	836,900	835,700	834,900
13	CWSRF Series 2021A		474,500	1,897,400	1,897,700	1,898,000	1,897,700	1,897,700	1,897,800
14	CWSRF Series 2021C		3,400	296,700	295,900	295,800	295,800	296,600	295,700
15	CWSRF Series 2022		139,200	403,000	995,500	967,700	961,400	902,800	851,500
16	Total Existing State Revolving Loans		3,108,700	4,538,600	5,127,600	5,106,400	5,091,700	5,038,400	4,981,400
Proposed State Revolving Loans									
17	FY 2024	10,640,000		310,300	748,600	748,600	748,600	748,600	748,600
18	FY 2025	23,849,600			695,600	1,678,100	1,678,100	1,678,100	1,678,100
19	FY 2026	22,762,600				663,900	1,601,600	1,601,600	1,601,600
20	FY 2027	21,275,200					620,500	1,496,900	1,496,900
21	FY 2028	29,203,500						851,800	2,054,800
22	FY 2029	54,176,300							1,580,100
23	Total Proposed State Revolving Loans	107,730,900	0	310,300	1,444,200	3,090,600	4,648,800	6,377,000	9,160,100
24	Total Debt Service		5,693,900	7,496,100	9,276,900	11,072,900	12,610,100	14,277,400	17,004,200

**Table 21 - Wastewater Capital Improvement Financing**

Line No.	Description	Year Ending June 30,						
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
		\$	\$	\$	\$	\$	\$	\$
Sources of Funds								
1	Beginning of Year Balance	0	343,600	457,100	983,100	2,078,000	5,304,500	0
2	BAMA	5,700,000	350,000	750,000	1,300,000	3,500,000	0	11,600,000
3	2024 OWRB	10,640,000	0	0	0	0	0	10,640,000
4	Future OWRB	0	23,849,600	22,762,600	21,275,200	29,203,500	54,176,300	151,267,200
5	ORF 23-0167-CW	2,966,300	0	0	0	0	0	2,966,300
6	Interest Income	0	2,000	3,600	7,700	18,500	25,200	57,000
7	Total Sources of Funds	19,306,300	24,545,200	23,973,300	23,566,000	34,800,000	59,506,000	176,530,500
Application of Funds								
8	Major Capital Improvements	18,856,300	23,849,600	22,762,600	21,275,200	29,203,500	54,176,300	170,123,500
9	Issuance Expense	106,400	238,500	227,600	212,800	292,000	541,800	1,619,100
10	Total Application of Funds	18,962,700	24,088,100	22,990,200	21,488,000	29,495,500	54,718,100	171,742,600
11	End of Year Balance	343,600	457,100	983,100	2,078,000	5,304,500	4,787,900	4,787,900



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 22 - Comparison of Projected Wastewater Revenue under Existing Rates with Projected Revenue Requirements**

Line No.	Description	Year Ending June 30,					
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$
1	Revenue from Rates (a)	17,513,100	17,669,700	17,828,100	17,988,000	18,149,400	18,312,800
	Increased Revenue (b)						
2	7.00% Effective October 1, 2023	817,300	1,236,900	1,248,000	1,259,200	1,270,500	1,281,900
3	13.00% Effective October 1, 2024		1,638,600	2,479,900	2,502,100	2,524,600	2,547,300
4	13.00% Effective October 1, 2025			1,868,200	2,827,400	2,852,800	2,878,500
5	13.00% Effective October 1, 2026				2,130,000	3,223,600	3,252,700
6	13.00% Effective October 1, 2027					2,428,500	3,675,500
7	13.00% Effective October 1, 2028						2,768,900
8	Total Revenue from Rates	18,330,400	20,545,200	23,424,200	26,706,700	30,449,400	34,717,600
9	Other Revenue	391,500	418,500	390,900	391,300	391,700	392,100
10	Overhead Fee	46,800	50,400	50,400	50,400	50,400	50,400
11	Sales Tax Transferred from General Fund	9,325,900	10,397,000	11,354,300	11,726,200	11,823,700	12,269,400
12	Interest Income (c)	2,500	2,500	2,500	2,500	2,500	2,500
13	Total Revenue	28,097,100	31,413,600	35,222,300	38,877,100	42,717,700	47,432,000
	Operation & Maintenance Expense						
14	Direct	6,980,400	6,825,300	7,007,000	7,284,800	7,452,800	7,654,500
15	Indirect	2,632,600	2,630,000	2,744,400	2,898,900	3,003,900	3,113,000
16	Payment in Lieu of Taxes	1,374,800	1,540,900	1,756,800	2,003,000	2,283,700	2,603,800
17	Payment in Lieu of Taxes Rate	7.50%	7.50%	7.50%	7.50%	7.50%	7.50%
18	<b>Net Revenue</b>	<b>17,109,300</b>	<b>20,417,400</b>	<b>23,714,100</b>	<b>26,690,400</b>	<b>29,977,300</b>	<b>34,060,700</b>
	Debt Service Requirements						
19	Existing OWRB FAP Loans	2,647,200	2,705,100	2,875,900	2,869,600	2,862,000	2,862,700
20	Proposed OWRB FAP Loans	0	0	0	0	0	0
21	Total OWRB FAP Loan Debt Service	2,647,200	2,705,100	2,875,900	2,869,600	2,862,000	2,862,700
22	Existing OWRB CWSRF Loans	4,538,600	5,127,600	5,106,400	5,091,700	5,038,400	4,981,400
23	Proposed OWRB CWSRF Loans	310,300	1,444,200	3,090,600	4,648,800	6,377,000	9,160,100
24	Total OWRB CWSRF Loan Debt Service	4,848,900	6,571,800	8,197,000	9,740,500	11,415,400	14,141,500
25	Total Debt Service	7,496,100	9,276,900	11,072,900	12,610,100	14,277,400	17,004,200
	Transfers & Other Expenses						
26	Capital Outlay/Equipment	1,343,500	1,338,000	1,378,100	1,419,500	1,462,100	1,505,900
27	Cash Financing of Capital Projects	5,700,000	350,000	750,000	1,300,000	3,500,000	0
28	Transfer to/(from) other Utilities	(500,000)	(750,000)	(1,000,000)	(750,000)	(1,250,000)	(500,000)
29	Sales Tax Transferred to General Fund	9,325,900	10,397,000	11,354,300	11,726,200	11,823,700	12,269,400
30	<b>Total Expenses</b>	<b>34,353,300</b>	<b>31,608,100</b>	<b>35,063,500</b>	<b>38,492,500</b>	<b>42,553,600</b>	<b>43,650,800</b>
31	Net Balance	(6,256,200)	(194,500)	158,800	384,600	164,100	3,781,200
32	Beginning Fund Balance (d)	7,065,300	809,100	614,600	773,400	1,158,000	1,322,100
33	End of Year Balance	809,100	614,600	773,400	1,158,000	1,322,100	5,103,300
	Emergency Reserve Fund (e)						
34	Number of days - Wastewater Only	17	12	13	18	19	64
35	Number of Days - Target	60	60	60	60	60	60
	Net Revenues Available for Debt Service						
36	Including Sales Tax Revenue	17,109,300	20,417,400	23,714,100	26,690,400	29,977,300	34,060,700
37	Excluding Sales Tax Revenue	7,783,400	10,020,400	12,359,800	14,964,200	18,153,600	21,791,300
38	Maximum Annual Debt Service	6,881,000	8,559,100	10,160,700	11,657,600	13,712,400	17,524,300
	Debt Service Coverage						
39	Including Sales Tax Revenue	248.6%	238.5%	233.4%	229.0%	218.6%	194.4%
40	Excluding Sales Tax Revenue	113.1%	117.1%	121.6%	128.4%	132.4%	124.3%
41	Rate Covenant (Min. Required)	125.0%	125.0%	125.0%	125.0%	125.0%	125.0%

(a) Reflects revenue under the rates in effect October 1, 2022.

(b) Assumes 1 month lag before rates are fully effective.

(c) Includes interest earnings on the Operating Fund and Bond Reserve Fund.

(d) Beginning balance consists of funds in the Emergency Reserve Fund.

(e) Reflects number of days of operation & maintenance expense, SRF Loan debt service, and capital outlay/equipment.



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**Table 23 - Proposed Wastewater Rates**

Meter Size	2025 Adopted	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
<b>INSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	13.55	16.65	18.75	21.15	23.85
1"	14.96	18.30	20.65	23.30	26.30
1.5"	19.98	24.10	27.20	30.70	34.70
2"	27.25	32.50	36.80	41.60	47.10
3"	65.20	76.50	86.50	98.00	111.00
4"	107.26	125.00	141.50	160.50	182.00
6"	125.43	146.00	166.00	188.00	213.00
8"	176.59	205.00	233.00	264.00	300.00
10" and Over	237.64	275.00	312.00	354.00	402.00
Volume Charge - \$/1,000 gallons					
Residential	5.43	6.46	7.31	8.27	9.36
Non-Residential	5.96	7.07	8.00	9.05	10.25
Contract Sewer	6.21	7.36	8.33	9.43	10.68
Greens at Broken Arrow	5.43	6.46	7.31	8.27	9.36
Flat Service Charge - \$/month (a)	55.50	64.10	72.75	82.55	93.70
Excess Strength Surcharge - \$/lb					
BOD over 250 mg/l	0.5000	0.5800	0.6600	0.7500	0.8500
BOD over 250 mg/l	0.1600	0.1800	0.2000	0.2300	0.2600
Oil and Grease over 100 mg/l	0.1600	0.1800	0.2000	0.2300	0.2600
<b>OUTSIDE CITY</b>					
Service Charges - \$/Month					
3/4"	14.61	17.85	20.10	22.70	25.65
1"	16.18	19.70	22.20	25.05	28.30
1.5"	21.63	26.00	29.40	33.20	37.50
2"	31.30	37.20	42.10	47.60	53.90
3"	70.96	83.00	94.00	106.50	120.50
4"	116.35	135.50	153.50	174.00	197.50
6"	128.74	150.00	170.00	193.00	219.00
8"	181.53	211.00	239.00	271.00	307.00
10" and Over	244.25	283.00	321.00	364.00	413.00
Volume Charge - \$/1,000 gallons					
Residential	6.34	7.51	8.50	9.62	10.89
Non-Residential	6.64	7.86	8.90	10.08	11.42
Flat Service Charge - \$/month (a)	62.70	72.40	82.15	93.25	105.85
Excess Strength Surcharge - \$/lb					
BOD over 250 mg/l	0.5900	0.6800	0.7700	0.8700	0.9900
BOD over 250 mg/l	0.1900	0.2200	0.2500	0.2800	0.3200
Oil and Grease over 100 mg/l	0.1900	0.2200	0.2500	0.2800	0.3200

(a) Applies to Residential customers only. Outside City Service and Volume charges will apply to Non-Residential customers.

kgal - 1,000 gallons

lb - pound

BOD - Biochemical Oxygen Demand

TSS - Total Suspended Solids

mg/l - milligrams per liter



**Table 24 - Comparison of Typical Monthly Wastewater Bills under Existing Rates and Proposed Rates - Test Year FY2029**

Description	Water Use	FY 2025 Adopted Rates	FY 2029 Proposed Rates		
			Amount	Increase	Increase
	kgal	\$	\$	\$	
Inside City					
Residential					
3/4"	0	13.55	23.85	10.30	76.0%
3/4"	3	29.84	51.93	22.09	74.0%
3/4"	5	40.70	70.65	29.95	73.6%
3/4"	7	51.56	89.37	37.81	73.3%
3/4"	10	67.85	117.45	49.60	73.1%
3/4"	12	78.71	136.17	57.46	73.0%
Commercial					
1"	0	14.96	26.30	11.34	75.8%
1"	20	134.16	231.30	97.14	72.4%
1"	50	312.96	538.80	225.84	72.2%
2"	100	623.25	1,072.10	448.85	72.0%
2"	250	1,517.25	2,609.60	1,092.35	72.0%
4"	150	1,001.26	1,719.50	718.24	71.7%
4"	300	1,895.26	3,257.00	1,361.74	71.8%
6"	250	1,615.43	2,775.50	1,160.07	71.8%
6"	400	2,509.43	4,313.00	1,803.57	71.9%
Greens at Broken Arrow					
3/4"	3	32.18	51.93	19.75	61.4%
3/4"	5	44.60	70.65	26.05	58.4%
2"	50	337.75	515.10	177.35	52.5%
2"	100	648.25	983.10	334.85	51.7%
Outside City					
Residential					
3/4"	0	14.61	25.65	11.04	75.6%
3/4"	3	33.63	58.32	24.69	73.4%
3/4"	5	46.31	80.10	33.79	73.0%
3/4"	7	58.99	101.88	42.89	72.7%
3/4"	10	78.01	134.55	56.54	72.5%
3/4"	12	90.69	156.33	65.64	72.4%
Commercial					
1"	0	16.18	28.30	12.12	74.9%
1"	20	148.98	256.70	107.72	72.3%
1"	50	348.18	599.30	251.12	72.1%
1"	100	680.18	1,170.30	490.12	72.1%
2"	375	2,521.30	4,336.40	1,815.10	72.0%

kgal - 1,000 gallons



**Table 25 - Comparison of Typical Monthly Water and Wastewater Bills under Existing Rates and Proposed Rates - Test Year FY2029**

Description	Water Use	FY 2025 Adopted Rates	FY 2029 Proposed Rates		
			Amount	Increase	Increase
	kgal	\$	\$	\$	%
Inside City					
Residential					
3/4"	0	25.34	37.65	12.31	48.58
3/4"	3	61.25	87.54	26.29	42.92
3/4"	5	85.19	120.80	35.61	41.80
3/4"	7	109.13	154.06	44.93	41.17
3/4"	10	145.04	203.95	58.91	40.62
3/4"	12	168.98	237.21	68.23	40.38
Commercial					
1"	0	27.97	41.35	13.38	47.84
1"	20	277.97	391.75	113.78	40.93
1"	50	652.97	917.35	264.38	40.49
2"	100	1,302.25	1,827.10	524.85	40.30
2"	250	3,177.25	4,455.10	1,277.85	40.22
4"	150	2,076.16	2,913.00	836.84	40.31
4"	300	3,951.16	5,541.00	1,589.84	40.24
6"	250	3,360.55	4,712.00	1,351.45	40.22
6"	400	5,235.55	7,340.00	2,104.45	40.20
Greens at Broken Arrow					
3/4"	3	63.59	87.54	23.95	37.66
3/4"	5	89.09	120.80	31.71	35.59
2"	50	689.75	906.60	216.85	31.44
2"	100	1,327.25	1,738.10	410.85	30.95
Outside City					
Residential					
3/4"	0	27.75	40.85	13.10	47.21
3/4"	3	69.27	98.45	29.18	42.13
3/4"	5	96.95	136.85	39.90	41.16
3/4"	7	124.63	175.25	50.62	40.62
3/4"	10	166.15	232.85	66.70	40.14
3/4"	12	193.83	271.25	77.42	39.94
Commercial					
1"	0	30.73	45.05	14.32	46.60
1"	20	313.53	439.65	126.12	40.23
1"	50	737.73	1,031.55	293.82	39.83
1"	100	1,444.73	2,018.05	573.32	39.68
2"	375	5,361.48	7,483.65	2,122.17	39.58

kgal - 1,000 gallons



## 10.3 Stormwater Tables

**Table 26 – Historical and Projected Number of Stormwater ESUs**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
ESU (b)											
1	Residential	42,228	42,221	42,221	42,580	42,942	43,307	43,675	44,046	44,421	44,798
2	Non-Residential	34,166	34,255	34,255	34,255	34,255	34,255	34,255	34,255	34,255	34,255
3	Total ESUs	76,394	76,476	76,476	76,835	77,197	77,562	77,930	78,301	78,676	79,053
	% Change	1.0%	0.1%	0.0%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%
Accounts											
4	Residential	36,178	36,069	37,425	0						
5	Non-Residential	2,120	2,098	2,153	0						
6	Total Accounts	38,298	38,167	39,578	0						
		6.8%									
Impervious Area											
7	Residential - 1,000s	111,904	111,886	119,494							
8	Non-Residential - 1,000s	0	0	0							
9	Total Impervious Area	111,904	111,886	119,494							

(a) 1 Equivalent Stormwater Unit (ESU) is equal to 2,650 square feet of impervious area.

(b) ESUs determined by dividing revenue from the stormwater by the fee per ESU.

**Table 27 - Existing Stormwater Rates effective October 1, 2022**

	ESU Rate
Service Charges - \$/ESU/Month (a)	
Residential	8.89
Non - Residential	8.89

(a) 1 Equivalent Stormwater Unit (ESU) is equal to 2,650 square feet of impervious area.

*Note: This report was issued after the FY 2024 water rates were implemented on October 1, 2023.*



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 28 - Historical and Projected Stormwater Billings Under Existing Rates**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1	Residential	3,714,401	3,789,729	4,047,500	4,493,700	4,810,100	4,851,000	4,892,200	4,933,800	4,975,700	5,018,000
	Non-Residential										
2	Multi-Family Residential	161,125	156,277	166,900	183,700	195,000	195,000	195,000	195,000	195,000	195,000
3	Commercial	2,756,581	2,829,957	3,022,400	3,327,300	3,531,600	3,531,600	3,531,600	3,531,600	3,531,600	3,531,600
4	Greens at Broken Arrow	40,530	40,530	43,300	47,700	50,600	50,600	50,600	50,600	50,600	50,600
5	Non-Metered Sewer	44,342	45,399	48,500	53,400	56,700	56,700	56,700	56,700	56,700	56,700
6	Parks	2,599	2,496	2,700	3,000	3,100	3,100	3,100	3,100	3,100	3,100
7	Golf Courses	0	0	0	0	0	0	0	0	0	0
8	Total Non-Residential	3,005,177	3,074,660	3,283,800	3,615,100	3,837,000	3,837,000	3,837,000	3,837,000	3,837,000	3,837,000
9	Total	6,719,578	6,864,389	7,331,300	8,108,800	8,647,100	8,688,000	8,729,200	8,770,800	8,812,700	8,855,000
	% Change	10.20%	2.16%	6.80%	10.61%	6.64%	0.47%	0.47%	0.48%	0.48%	0.48%

**Table 29 - Historical and Projected Miscellaneous Stormwater Revenue**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1	Return Check Fees	2,877	2,138	2,012	3,250	3,250	3,250	3,300	3,300	3,300	3,300
2	Penalties	92,445	0	128,047	143,000	143,000	143,000	143,000	143,000	143,000	143,000
3	Interest Income (a)	4,343	0	78	0	0	0	0	0	0	0
4	Sale of Assets	17,323	0	0	0	0	0	0	0	0	0
5	Gain/Loss Joint Venture	(37,930)	0	0	0	0	0	0	0	0	0
6	Overhead Fee	0	0	0	23,400	23,400	23,400	23,400	23,400	23,400	23,400
7	Miscellaneous	29,684	23,938	41,424	16,250	16,250	16,250	16,300	16,300	16,300	16,300
8	Sale of Material	3,081	3,318	3,941	13,000	13,000	13,000	0	0	0	0
9	Property Damage	213	67	134	0	0	0	0	0	0	0
10	Total Miscellaneous Revenue	112,035	29,461	175,636	198,900	198,900	198,900	186,000	186,000	186,000	186,000

(a) Projected interest income included in Tables 31 and 32.



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 30 - Projected Stormwater Capital Improvement Program**

Line No.	Description	Budget	Fin. Plan	Projected				
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
		\$	\$	\$	\$	\$	\$	\$
<b>Stormwater CIP Summary by Function Category - Uninflated</b>								
1	Conveyance	4,450,000	1,970,000	765,000	1,795,000	20,000	480,000	9,480,000
2	Detention Facility	0	0	0	0	0	0	0
3	Dam Facility	25,000	52,500	50,000	0	0	0	127,500
4	Master Drainge Plans	0	25,000	0	500,000	0	0	525,000
5	Total - Uninflated	4,475,000	2,047,500	815,000	2,295,000	20,000	480,000	10,132,500
<b>Stormwater CIP Summary by Funding Source - Inflated</b>								
6	2008 Bond Savings	0	0	0	0	0	0	0
7	2018 Bond	3,465,000	1,684,800	351,900	0	0	0	5,501,700
8	Future Bond	1,233,800	444,600	479,400	2,340,900	20,400	489,600	5,008,700
9	Total - Inflated	4,698,800	2,129,400	831,300	2,340,900	20,400	489,600	10,510,400

**Table 31 - Projected Stormwater O&M Expense**

Line No.	Description	Est. Actual	Budget	Fin. Plan	Projected			
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$
<b>Stormwater Direct (a)</b>								
1	Stormwater Engineering Division (5210)	684,700	699,200	716,000	744,800	842,800	909,400	947,300
2	Stormwater Division (5305)	3,049,000	3,640,400	3,698,200	3,839,700	3,987,000	4,228,100	4,391,500
3	Additional Personnel (b)		0	0	234,600	194,500	0	0
4	Subtotal	3,733,700	4,339,600	4,414,200	4,819,100	5,024,300	5,137,500	5,338,800
<b>Indirect Costs</b>								
<b>Fund 20</b>								
5	City Manager (1302)	49,400	53,200	55,000	57,300	59,700	62,200	64,800
6	Finance Department -Logistics (1502)	65,200	76,000	78,200	81,300	84,600	88,000	91,500
7	Revenue (1503)	203,000	238,700	247,100	254,400	261,900	269,700	277,800
8	General Government (1700)	141,200	180,100	182,000	185,700	189,400	193,300	197,200
9	Operations (5100)	43,400	53,100	56,700	58,600	60,700	62,800	65,000
10	Building Maintenance (5115)	110,600	139,900	142,600	148,500	154,700	161,100	167,800
11	Fleet Maintenance (5120)	214,700	290,200	298,000	309,600	321,800	334,400	347,600
12	Construction (5200)	144,700	160,300	165,600	172,400	179,500	186,900	194,700
13	Engineering (5205)	250,700	337,500	339,600	380,100	408,800	462,300	480,600
14	Engineering Planning (5215)	93,700	107,800	109,800	113,700	117,800	122,000	126,300
15	Additional Personnel (b)		0	26,300	13,300	36,000	0	0
16	Subtotal	1,316,600	1,636,800	1,700,900	1,774,900	1,874,900	1,942,700	2,013,300
17	Total Direct and Indirect Costs	5,050,300	5,976,400	6,115,100	6,594,000	6,899,200	7,080,200	7,352,100
<b>Capital Outlay</b>								
18	Stormwater Direct	432,000	353,500	353,500	364,100	375,000	386,300	397,900
19	Fund 20	116,800	91,100	91,200	93,900	96,700	99,600	102,600
20	Subtotal	548,800	444,600	444,700	458,000	471,700	485,900	500,500
21	Total Operation & Maintenance Expense	5,599,100	6,421,000	6,559,800	7,052,000	7,370,900	7,566,100	7,852,600
			14.7%	2.2%	7.5%	4.5%	2.6%	3.8%

(a) Excludes Payment in Lieu of Taxes.

(b) Reflects additional personnel not included in FY 2025 Financial Plan.

(c) 2022 and 2023 estimated based on 2022 Estimated Actual and 2023 Budget.



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 32 - Stormwater Capital Improvement Financing**

Line No.	Description	Fiscal Year Ending June 30,						
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
		\$	\$	\$	\$	\$	\$	\$
Sources of Funds								
1	Funds Available at Beginning of Year	208,500	518,400	829,900	1,142,900	1,457,500	1,773,700	208,500
2	2008 Bond Savings	0	0	0	0	0	0	0
3	2018 Bond	3,465,000	1,684,800	351,900	0	0	0	5,501,700
4	Future Bond	1,233,800	444,600	479,400	2,340,900	20,400	489,600	5,008,700
5	Fee in Lieu of Detention	300,000	300,000	300,000	300,000	300,000	300,000	1,800,000
6	Interest Income	9,900	11,500	13,000	14,600	16,200	17,700	82,900
7	Total Sources of Funds	5,217,200	2,959,300	1,974,200	3,798,400	1,794,100	2,581,000	12,601,800
Application of Funds								
8	Major Capital Improvements	4,698,800	2,129,400	831,300	2,340,900	20,400	489,600	10,510,400
9	Total Application of Funds	4,698,800	2,129,400	831,300	2,340,900	20,400	489,600	10,510,400
10	End of Year Balance	518,400	829,900	1,142,900	1,457,500	1,773,700	2,091,400	2,091,400



**Table 33 - Comparison of Projected Stormwater Revenue under Existing Rates with Projected Revenue Requirements**

Line No.	Description	Fiscal Year Ending June 30,					
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$
1	Revenue Under Existing Rates	8,647,100	8,688,000	8,729,200	8,770,800	8,812,700	8,855,000
	Increased Revenue (a)						
2	9.00% Effective October 1, 2023	518,800	781,900	785,600	789,400	793,100	797,000
3	2.00% Effective October 1, 2024		126,300	190,300	191,200	192,100	193,000
4	2.00% Effective October 1, 2025			129,400	195,000	196,000	196,900
5	2.00% Effective October 1, 2026				132,600	199,900	200,800
6	2.00% Effective October 1, 2027					135,900	204,900
7	2.00% Effective October 1, 2028						139,300
8	Total Revenue from Rates	9,165,900	9,596,200	9,834,500	10,079,000	10,329,700	10,586,900
9	Other Revenue	175,500	175,500	162,600	162,600	162,600	162,600
10	Overhead Fee	23,400	23,400	23,400	23,400	23,400	23,400
11	Interest Income (b)	15,000	20,700	18,300	12,800	9,700	8,300
12	Total Revenues	9,379,800	9,815,800	10,038,800	10,277,800	10,525,400	10,781,200
	Operation & Maintenance Expense						
13	Direct	4,339,600	4,414,200	4,819,100	5,024,300	5,137,500	5,338,800
14	Indirect	1,636,800	1,700,900	1,774,900	1,874,900	1,942,700	2,013,300
15	Payment in Lieu of Taxes	687,400	719,700	737,600	755,900	774,700	794,000
16	Payment in Lieu of Taxes Rate	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%
17	Net Revenue	2,716,000	2,981,000	2,707,200	2,622,700	2,670,500	2,635,100
	Transfers & Other Expenses						
18	Capital Outlay/Equipment	444,600	444,700	458,000	471,800	485,900	500,500
19	Transfer to/(from) other Utilites	500,000	2,000,000	3,750,000	2,850,000	2,750,000	2,100,000
20	<b>Total Expenses</b>	<b>7,608,400</b>	<b>9,279,500</b>	<b>11,539,600</b>	<b>10,976,900</b>	<b>11,090,800</b>	<b>10,746,600</b>
21	Net Balance	1,771,400	536,300	(1,500,800)	(699,100)	(565,400)	34,600
22	Beginning Fund Balance (c)	2,107,100	3,878,500	4,414,800	2,914,000	2,214,900	1,649,500
23	End of Year Balance	3,878,500	4,414,800	2,914,000	2,214,900	1,649,500	1,684,100
	Emergency Reserve Fund (d)						
24	Number of Days - Stormwater Only	199	221	137	99	72	71
25	Number of Days - Target	60	60	60	60	60	60

(a) Assumes 1 month lag before rates are fully effective.

(b) Includes interest earnings on the Operating Fund and Bond Reserve Fund.

(c) Beginning balance consists of funds in the Emergency Reserve Fund.

(d) Reflects number of days of operation & maintenance expense, SRF Loan debt service, and capital outlay/equipment.



Table 34 - Proposed Stormwater Rates

Description	2025 Adopted	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
\$					
Service Charges - \$/ESU/Month (a)					
Residential	10.22	10.72	10.93	11.14	11.36
Non - Residential	10.22	10.72	10.93	11.14	11.36

(a) 1 Equivalent Stormwater Unit (ESU) is equal to 2,650 square feet of impervious area.



## 10.4 Solid Waste and Recycling Tables

**Table 35 – Historical and Projected Number of Solid Waste and Recycling Accounts**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	Accounts										
1	Residential	35,505	37,728	37,806	37,995	38,185	38,376	38,568	38,761	38,954	39,149
	% Change	1.6%	6.3%	0.2%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%	0.5%

**Table 36 - Existing Solid Waste and Recycling Rates effective October 1, 2022**

	Fee
--	-----

Service Charges - \$/Month

Residential Fee	16.75
Extra cart	5.00
Each Yard waste bags (in excess of 10)	1.25

*Note: This report was issued after the FY 2024 Solid Waste and Recycling rates were implemented on October 1, 2023.*

**Table 37 - Historical and Projected Billings Under Existing Solid Waste and Recycling Rates**

Line No.	Description	Historical			Est. Actual	Budget	Fin. Plan	Projected			
		FY 2020	FY 2021	FY 2022 (a)	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
1	Residential	6,519,898	6,617,447	7,173,700	7,637,000	7,675,200	7,713,600	7,752,100	7,790,900	7,829,800	7,869,000
	% Change		1.50%	8.41%	6.46%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%

(a) Reflects an 8.0% rate increase effective April 1, 2022.



**Table 38 - Historical and Projected Miscellaneous Solid Waste and Recycling Revenue**

Line No.	Description	Historical		Est. Actual	Budget	Fin. Plan	Projected			
		FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$	\$	\$
1	Bag Sales	200,000	200,000	0	0	0	0	0	0	0
2	Extra Refuse Pick-up	108,272	129,970	175,000	175,000	175,000	175,000	175,000	175,000	175,000
3	Return Check Fees (a)	1,985	1,868	0	3,500	3,500	3,500	3,500	3,500	3,500
4	Penalties	0	118,901	143,000	154,000	154,000	154,000	154,000	154,000	154,000
5	Interest Income	0	73	1,690	1,820	0	0	0	0	0
6	Sale of Assets	0	0	0	0	0	0	0	0	0
7	Gain/Loss Joint Venture	0	0	0	0	0	0	0	0	0
8	Overhead Fee	0	0	23,400	25,200	25,200	25,200	25,200	25,200	25,200
9	Miscellaneous	22,228	38,465	16,250	17,500	17,500	17,500	17,500	17,500	17,500
10	Sale of Material	3,081	3,659	13,000	14,000	0	0	0	0	0
11	Property Damage	62	124	0	0	0	0	0	0	0
12	Recycling Profit Share	67,418	128,966	115,975	118,294	120,659	123,072	125,533	128,044	130,605
13	Total Miscellaneous Revenue	403,047	622,027	488,315	509,314	495,859	498,272	500,733	503,244	505,805

(a) Projected interest income included in Table 39.

**Table 39 - Projected Solid Waste & Recycling Capital Improvement Program**

Line No.	Description	Projected						
		FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Total
		\$	\$	\$	\$	\$	\$	\$
<b>Sanitation CIP Summary by Function Category - Uninflated</b>								
Stormwater Capital Projects								
1	Transfer Station	0	1,500,000	0	0	1,000,000	0	2,500,000
2	Total - Uninflated	0	1,500,000	0	0	1,000,000	0	2,500,000
<b>Sanitation CIP Summary by Funding Source - Inflated</b>								
3	Revenue Note	0	1,560,600	0	0	1,104,100	0	2,664,700
4	Total - Inflated	0	1,560,600	0	0	1,104,100	0	2,664,700



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 40 - Projected Solid Waste and Recycling O&M Expense**

Line No.	Description	Est. Actual	Budget	Fin. Plan	Projected			
		FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
		\$	\$	\$	\$	\$	\$	\$
	Sanitation Direct (a)							
1	Sanitation (5125)	7,596,700	8,384,000	8,785,200	8,680,500	9,024,900	9,388,400	9,772,300
	Subtotal	7,596,700	8,384,000	8,785,200	8,680,500	9,024,900	9,388,400	9,772,300
	Indirect Costs							
	Fund 20							
2	City Manager (1302)	102,600	102,700	109,400	114,000	118,800	123,800	129,000
3	Revenue (1503)	421,800	461,100	491,800	506,300	521,300	536,800	552,800
4	Finance Department - Logistics (1502)	135,600	146,800	155,600	161,800	168,300	175,100	182,200
5	General Government (1700)	293,300	347,900	362,200	369,500	377,000	384,700	392,500
6	Operations (5100)	90,200	102,500	112,800	116,700	120,800	125,000	129,400
7	Building Maintenance (5115)	229,900	270,200	283,800	295,600	307,800	320,600	333,900
8	Fleet Maintenance (5120)	446,200	560,600	593,100	616,300	640,400	665,600	691,800
9	Construction (5200)	300,600	309,700	329,600	343,100	357,300	372,000	387,400
10	Engineering (5205)	520,800	652,000	690,200	717,100	745,000	774,100	804,300
11	Engineering Planning (5215)	194,700	208,400	218,600	226,300	234,400	242,700	251,400
12	Subtotal	2,735,700	3,161,900	3,347,100	3,466,700	3,591,100	3,720,400	3,854,700
13	Total Direct and Indirect Costs	10,332,400	11,545,900	12,132,300	12,147,200	12,616,000	13,108,800	13,627,000
	Capital Outlay							
14	Sanitation Direct	0	1,365,000	1,365,000	1,406,000	1,448,100	1,491,600	1,536,300
15	Fund 20	4,300	176,000	181,500	186,900	192,500	198,300	204,300
16	Subtotal	4,300	1,541,000	1,546,500	1,592,900	1,640,600	1,689,900	1,740,600
16	Total Operation & Maintenance Expense	10,336,700	13,086,900	13,678,800	13,740,100	14,256,600	14,798,700	15,367,600

(a) Excludes Payment in Lieu of Taxes.

**Table 41 - Existing Solid Waste & Recycling Loan Payments**

Line No.	Description	Fiscal Year Ending June 30,							Total
		2023	2024	2025	2026	2027	2028	2029	
		\$	\$	\$	\$	\$	\$	\$	\$
	Existing Loans								
1	Term Loan 1	371,430	371,430	371,430	371,430	371,430	371,430	0	2,228,580
2	Term Loan 2	166,670	166,670	166,670	166,670	166,670	166,670	0	1,000,020
3	Total Sources of Funds	538,100	538,100	538,100	538,100	538,100	538,100	0	3,228,600



**Broken Arrow Municipal Authority | Water, Wastewater, Stormwater, and Solid Waste & Recycling Comprehensive Rate Study**

**Table 42 - Comparison of Projected Solid Waste and Recycling Revenue Under Existing Rates with Projected Revenue Requirements**

Line No.	Description	Fiscal Year Ending June 30,						
		2023	2024	2025	2026	2027	2028	2029
		\$	\$	\$	\$	\$	\$	\$
1	Revenue Under Existing Rates	7,637,000	7,675,200	7,713,600	7,752,100	7,790,900	7,829,800	7,869,000
	Increased Revenue (a)							
2	\$5.00 Effective October 1, 2023		1,527,400	2,302,600	2,314,100	2,325,600	2,337,300	2,349,000
3	\$2.50 Effective October 1, 2024			767,500	1,157,000	1,162,800	1,168,600	1,174,500
4	\$2.50 Effective October 1, 2025				771,400	1,162,800	1,168,600	1,174,500
5	\$2.50 Effective October 1, 2026					775,200	1,168,600	1,174,500
6	\$2.50 Effective October 1, 2027						779,100	1,174,500
7	\$2.50 Effective October 1, 2028							783,000
8	Total Revenue from Rates	7,637,000	9,202,600	10,783,700	11,994,600	13,217,300	14,452,000	15,699,000
9	Other Revenue	488,300	509,300	495,900	498,300	500,700	503,200	505,800
10	Interest Income (b)	43,600	24,000	6,300	300	500	700	3,900
11	Total Revenues	8,168,900	9,735,900	11,285,900	12,493,200	13,718,500	14,955,900	16,208,700
	Operation & Maintenance Expense							
12	Direct	7,596,700	8,384,000	8,785,200	8,680,500	9,024,900	9,388,400	9,772,300
13	Indirect	2,735,700	3,161,900	3,347,100	3,466,700	3,591,100	3,720,400	3,854,700
14	Payment in Lieu of Taxes	560,800	690,200	808,800	899,600	991,300	1,083,900	1,177,400
15	Payment in Lieu of Taxes Rate	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%	7.5%
16	Net Revenue	(2,724,300)	(2,500,200)	(1,655,200)	(553,600)	111,200	763,200	1,404,300
	Debt Service Requirements							
17	Existing Loans	538,100	538,100	538,100	538,100	538,100	538,100	0
18	Total Loan Debt Service	538,100	538,100	538,100	538,100	538,100	538,100	0
	Transfers & Other Expenses							
19	Capital Outlay/Equipment	4,300	1,541,000	1,546,500	1,592,900	1,640,700	1,689,900	1,740,600
20	Cash Financing of Capital Projects	0	0	0	0	0	0	0
21	Transfer to/(from) other Utilities	0	0	(1,250,000)	(2,750,000)	(2,100,000)	(1,500,000)	(1,600,000)
22	<b>Total Expenses</b>	<b>11,435,600</b>	<b>14,315,200</b>	<b>13,775,700</b>	<b>12,427,800</b>	<b>13,686,100</b>	<b>14,920,700</b>	<b>14,945,000</b>
23	Net Balance	(3,266,700)	(4,579,300)	(2,489,800)	65,400	32,400	35,200	1,263,700
24	Beginning Fund Balance (c)	10,358,600	7,091,900	2,512,600	22,800	88,200	120,600	155,800
25	End of Year Balance	7,091,900	2,512,600	22,800	88,200	120,600	155,800	1,419,600
	Emergency Reserve Fund (d)							
26	Number of Days - Sanitation Only	238	67	1	2	3	4	31
27	Number of Days - Target	60	60	60	60	60	60	60

(a) Assumes 1 month lag before rates are fully effective.

(b) Includes interest earnings on the Operating Fund.

(c) Beginning balance consists of funds in the Emergency Reserve Fund.

(d) Reflects number of days of operation & maintenance expense, loans and capital outlay/equipment.

**Table 43 - Proposed Solid Waste and Recycling Rates**

Description	2024 Adopted	2025 Proposed	2026 Proposed	2027 Proposed	2028 Proposed	2029 Proposed
-------------	--------------	---------------	---------------	---------------	---------------	---------------

**Service Charges - \$/Month**

Residential Fee	21.75	24.25	26.75	29.25	31.75	34.25
Extra cart	7.50	7.50	7.50	7.50	7.50	7.50
Each Yard waste bags (in excess of 20)	5.00	5.00	5.00	5.00	5.00	5.00





# City of Broken Arrow

## Request for Action

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**File #:** 25-358, **Version:** 1

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**Broken Arrow City Council**  
**Meeting of: 06-02-2025**

**Title:**

Presentation and annual programming update by Broken Arrow Seniors

**Background:**

Broken Arrow Seniors will update the City Council members on operations and programming.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Lori Hill, Community Relations Manager

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

**Attachments:** None

**Recommendation:**

No action required.





# City of Broken Arrow

## Request for Action

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**File #:** 25-359, **Version:** 1

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**Broken Arrow City Council**  
**Meeting of: 06-02-2025**

**Title:**

Presentation and annual programming update by ArtsOK for Arts@302

**Background:**

ArtsOK will update the City Council members on operations and programming at Arts@302

**Cost:** \$0

**Funding Source:** None

**Requested By:** Lori Hill, Community Relations Manager

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

**Attachments:** None

**Recommendation:**

No action required.





# City of Broken Arrow

## Request for Action

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**File #: 25-773, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Presentation regarding requested lane closure at the intersection of South Elm Place and West Houston Street by AWP Safety

**Background:**

The purpose of this item is to provide notification of an upcoming lane closure which is required to ascertain the depth of some existing Windstream installation which runs under the roadway. Telecom provider is trying to confirm if there will be conflicts with a future sanitary sewer improvement being designed by HUB Engineering. The associated public project is titled South Park South Relief Line and Houston Street Trenchless Sanitary Sewer Rehabilitation. The associated project number is 2154280.

The closure is expected to take place June 10<sup>th</sup>, 2025. It will last from 7am to roughly 3pm. The approved lane closure has been attached for additional details related to traffic control setup.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Charlie Bright, P.E. , Director of Engineering and Construction

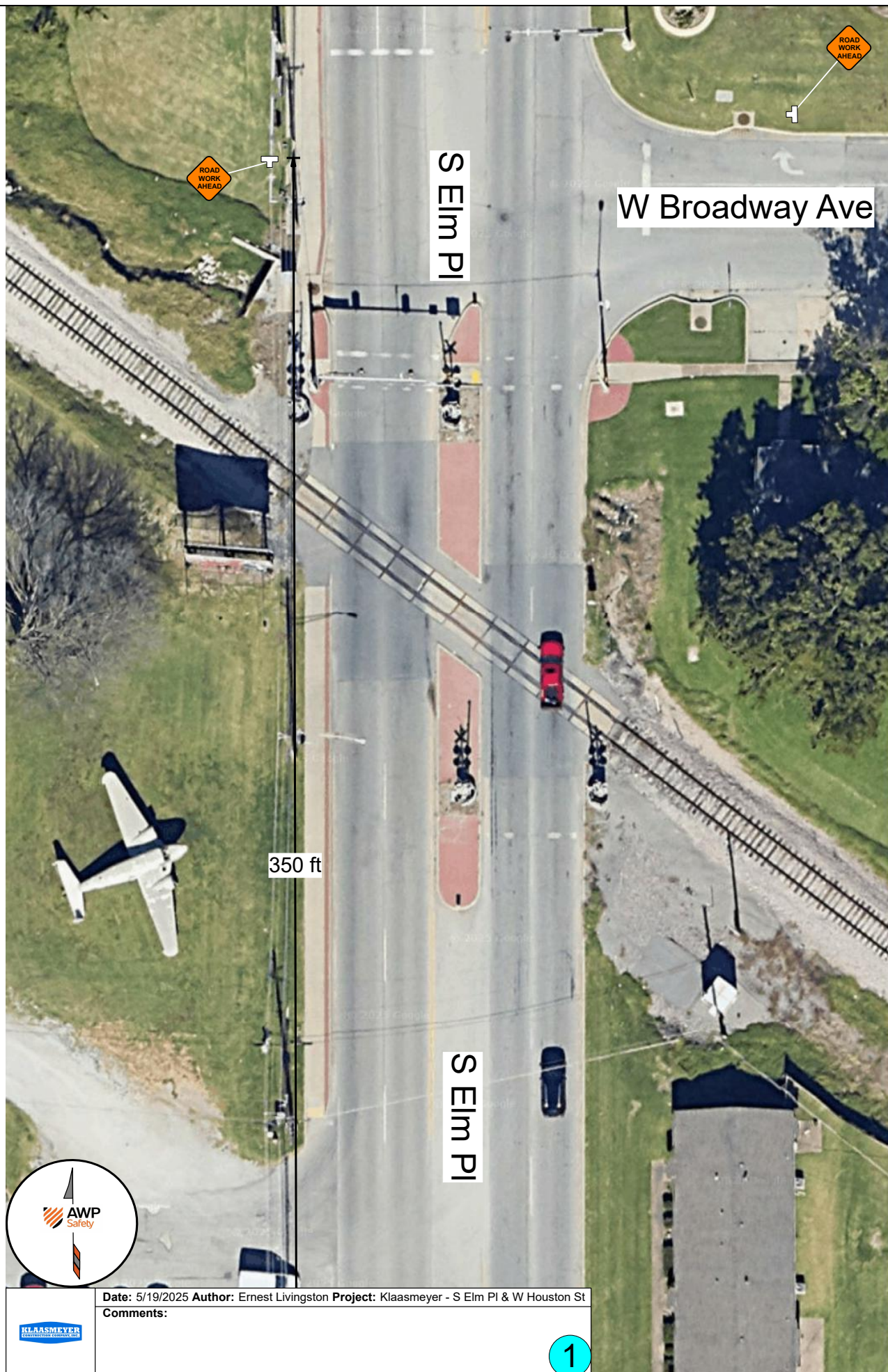
**Approved By:** City Manager's Office


**Attachments:** Complete\_with\_Docusign\_Lane\_Closures\_S\_Elm\_P

**Recommendation:**

Information only






	<p>Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeier - S Elm Pl &amp; W Houston St</p> <p>Comments:</p>
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	<p>Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl &amp; W Houston St</p> <p>Comments:</p>
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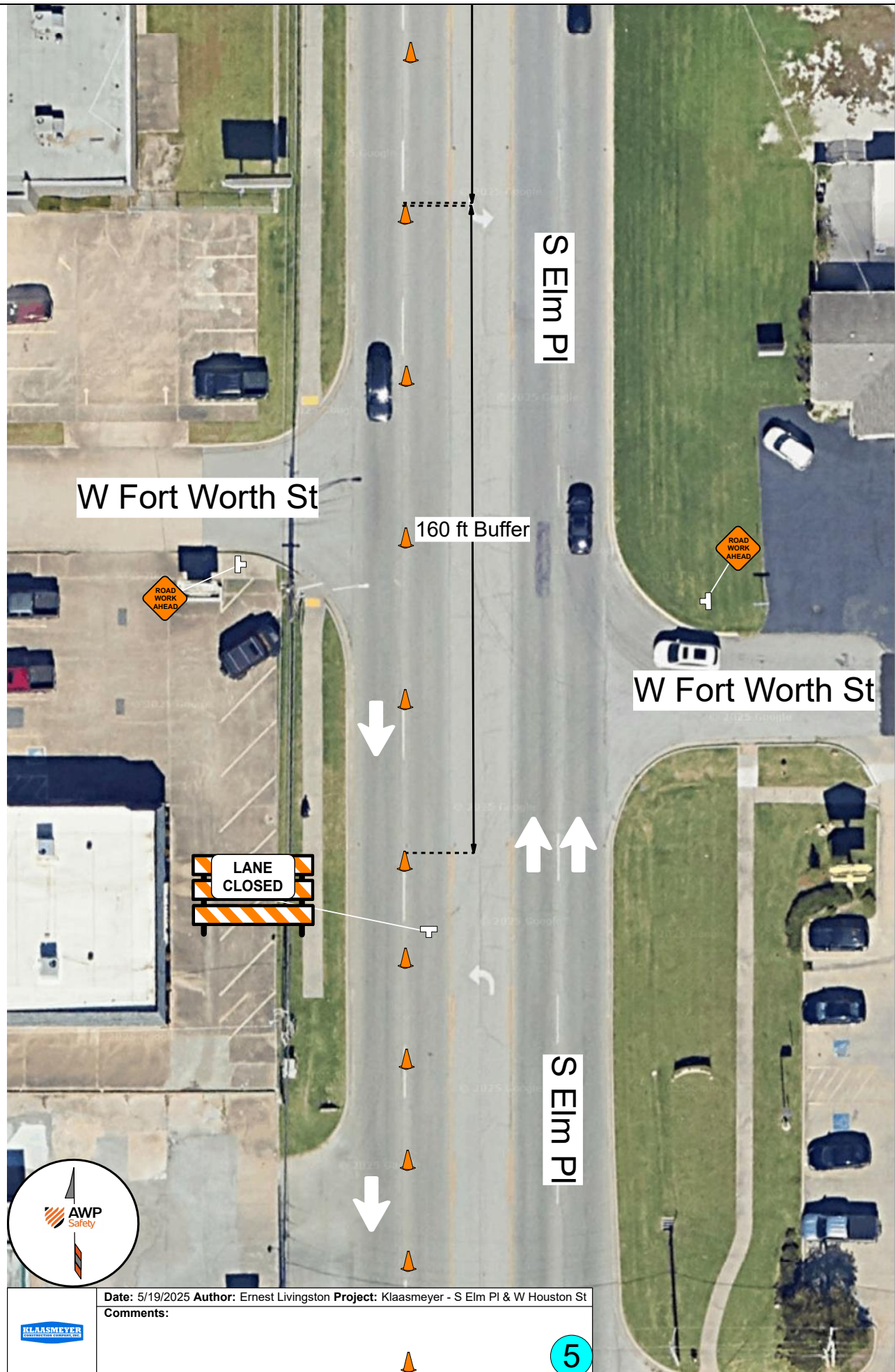












Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl & W Houston St  
 Comments:

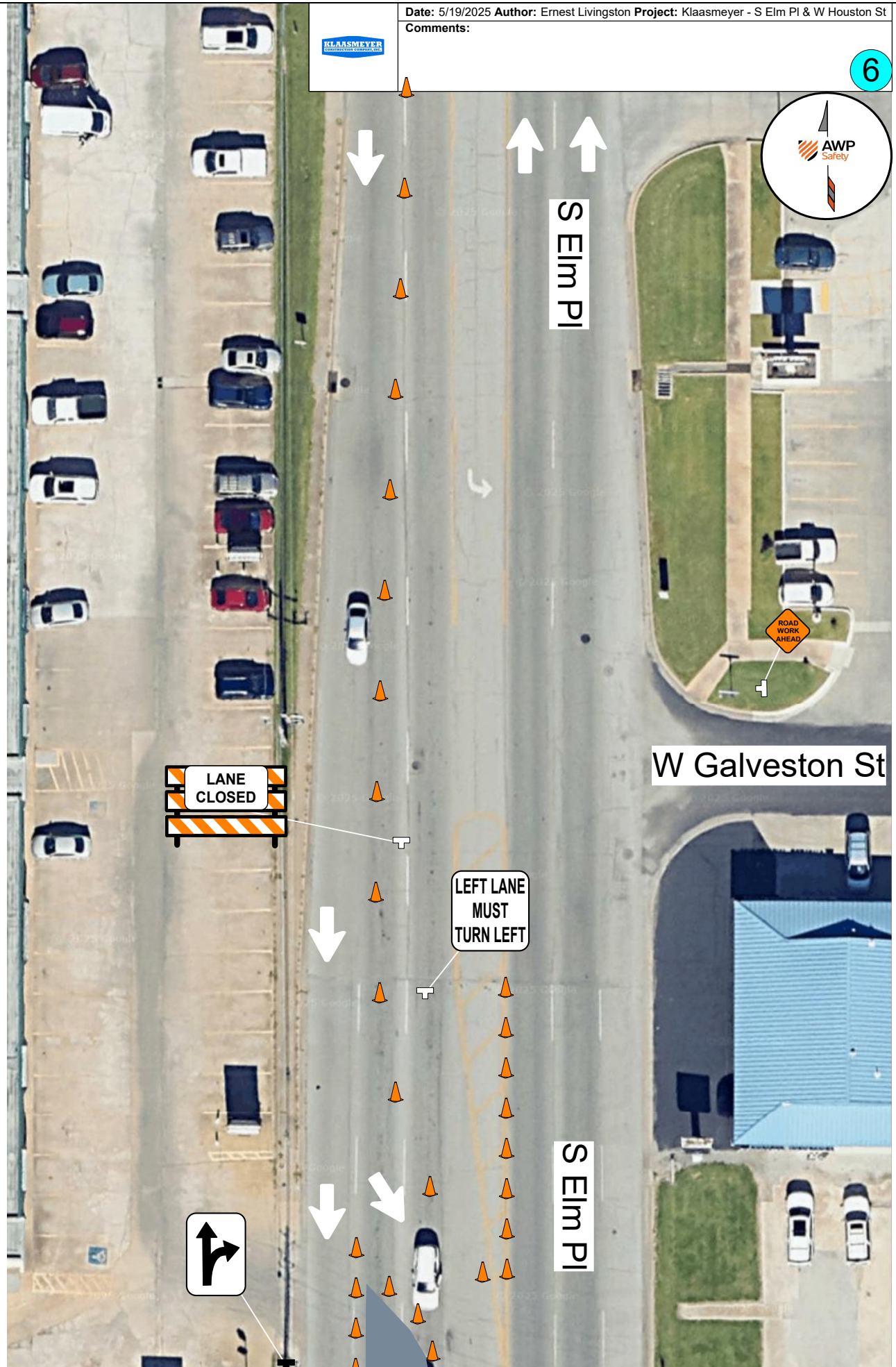




Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl & W Houston St  
Comments:



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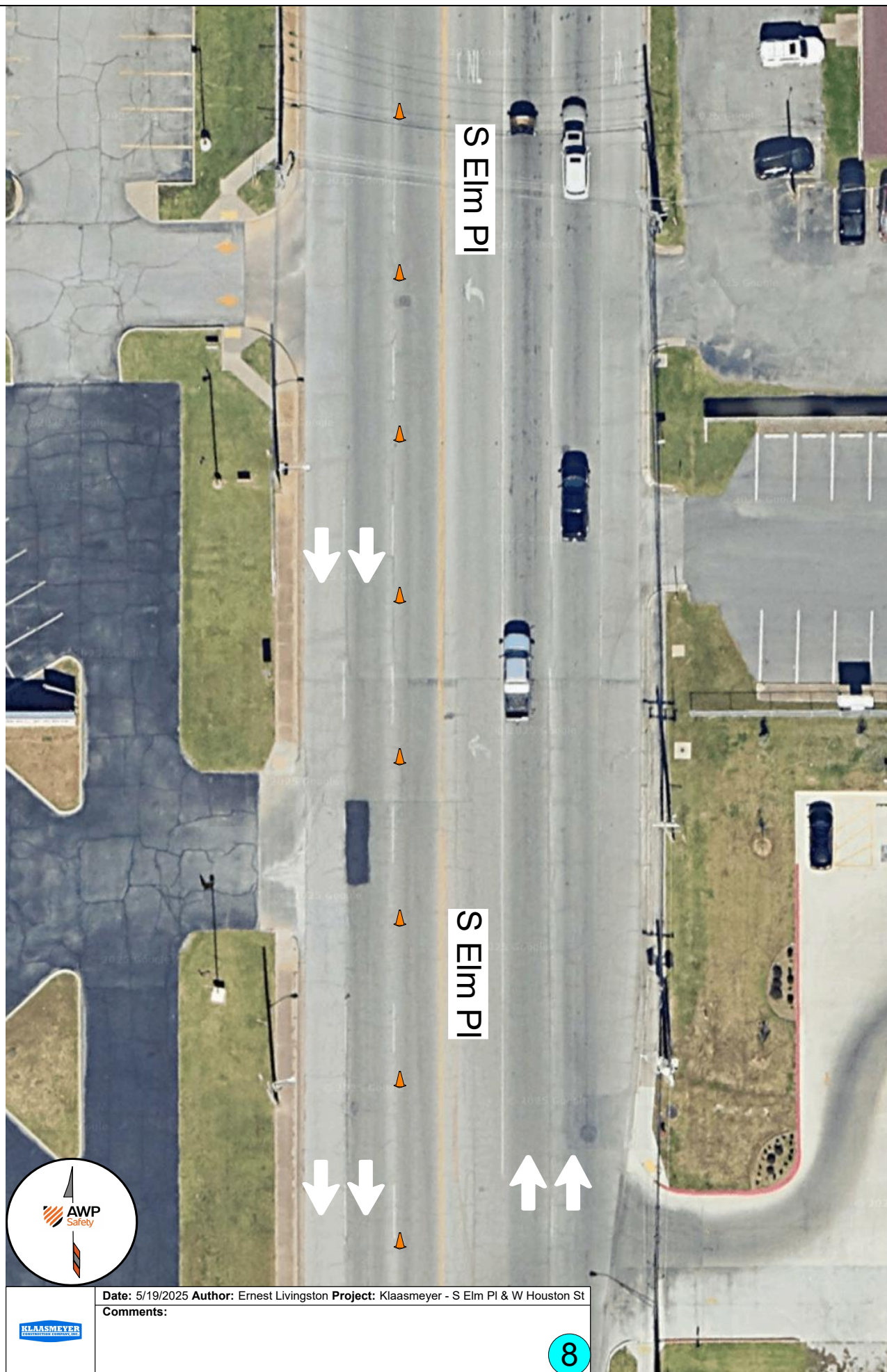






Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm PI & W Houston St  
Comments:





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Comments:





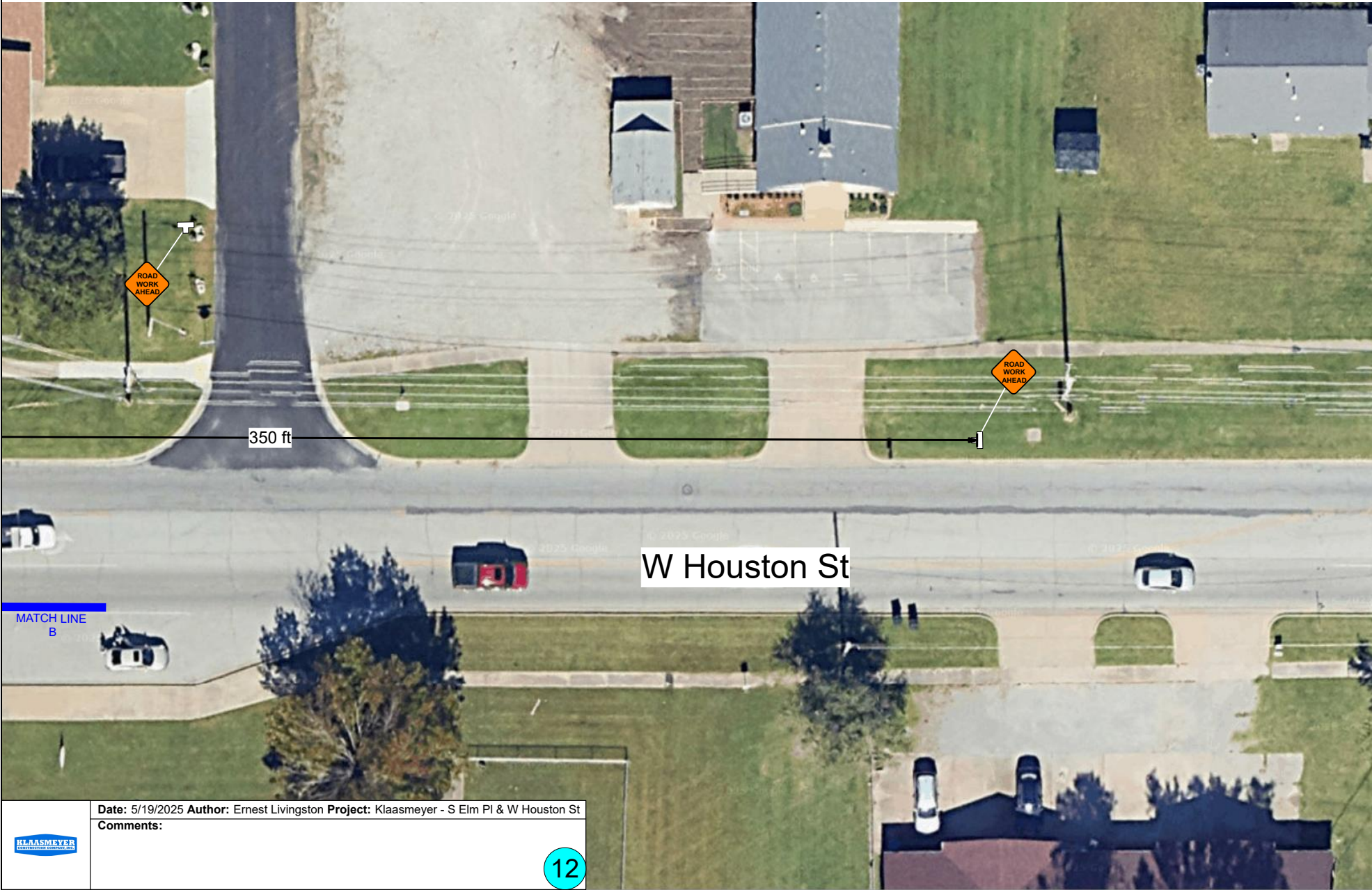












	<p>Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl &amp; W Houston St</p> <p>Comments:</p> <div data-bbox="842 1385 905 1446">12</div>
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**Applicant Information**

Company Name: AWP Safety Company Contact: Ernest Livingston  
Address: 4422 W 49th Street Contact Phone #: 918-445-8899 or 918-859-4493  
City, State: Tulsa, OK Contact Email: ernest.livingston@awpsafety.com

**Street Closure Information**

Type of Closure Roadway Type  
☐ Partial/One Lane ☐ Full Roadway ☒ Arterial ☐ Industrial  
☐ Right of Way Work ☐ Sidewalk/Trail ☐ Residential ☐ Commercial  
☐ Other: See TCP Project Association  
☐ Private Project ☒ Public Project  
Project Name: BAMA 2154310  
Road Name or Facility for Closure: S Elm Pl (Southbound) & right turn lane for westbound Houston Av  
Location/Extents: W El Paso to W Knoxville  
Closure Period: Closure Dates: Start: 6/10/2025 Finish: 6/10/2025  
Closure Times: Start: 7:00 A.M. Finish: 3:00 P.M.  
Closure Description/Overview

The closure will affect the 2 southbound lanes of Elm and westbound right turn lane of Houston.

**Reason for Closure**

The closure is needed to access specific manholes to ascertain the depth of the utilities for the BAMA project activities.

**\*\*\*NOTE: Application will not be approved without adequate Traffic Control Plan submitted with application\*\*\***

☒ I have read and understand the attached City of Broken Arrow Traffic Control Manual Chapter 8 - Work Zones. Furthermore, I agreed to release, indemnify and hold harmless the City of Broken Arrow from any liability for personal injuries or property damage sustained by any person in connection with any activities for which this permit is issued.

Ernest Livingston Ernest Livingston 5/20/2025 918-445-8899 or 918-859-4493  
Name (Print) Signature Date Phone/Email

**City of Broken Arrow Authorization - Ordinance No. 2837 § 23-28(a)**

Engineering & Construction  
Director Concurrence

Assistant City Manager  
Recommendation

City Manager  
Authorization

Shannon Marshall Special Projects Division Manager Kenneth Schwab

Charlie Bright, PE

Kenneth Schwab, PE, CFM

Michael Spurgeon  
Michael Spurgeon





# City of Broken Arrow

## Request for Action

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**File #:** 25-270, **Version:** 1

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**Broken Arrow City Council**  
**Meeting of: 06-02-2025**

**Title:**

Update on the 2026 General Obligation Bond Package

**Background:**

The purpose of this item is to provide the City Manager and staff the opportunity to discuss certain aspects and updates on the upcoming 2026 General Obligation Bond package with City Council.

**Cost:** \$0

**Funding Source:** Source

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

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

**Attachments:** None

**Recommendation:**

Information only.





# City of Broken Arrow

## Request for Action

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**File #: 25-626, Version: 1**

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**Broken Arrow City Council**

**Meeting of: 06-02-2025**

**Title:**

Consideration, discussion, and possible approval of PT-001984-2025|PR-000157-2023, Conditional Final Plat, Spring Creek Crossing, approximately 36.99 acres, 132 Lots, RS-4(Single-Family Residential)/PUD-001360-2024 (Planned Unit Development), located north of Tucson Street (121st Street) and approximately one-quarter mile west of 9th Street (Lynn Lane Road/177th Avenue)

**Background:**

PT-001984-2025, the conditional final plat for Spring Creek Crossing proposes to have 132 lots on 36.99 acres. This property, which is located north of Tucson Street and west of 9th Street, has been approved for rezoning from A-1 (Agricultural) to RS-4 (Single-Family Residential)/PUD-001360-2024 (Planned Unit Development), subject to the property being platted.

Single-family lots encompass the majority of the proposed plat, and these lots generally meet the minimum standards of the RS -4 zoning district with the subsequent variances set forth in the accompanying PUD. A portion of the proposed plat also provides land designated as reserve areas which can serve as stormwater detention and be used for neighborhood amenities. Primary access to this development will be provided on Tucson Street and Raleigh Street will provide access to the adjoining subdivision South Ridge Park.

According to FEMA maps, none of the property is located in the 100-year floodplain. Water and sanitary sewer are available from the City of Broken Arrow. This preliminary plat was reviewed by the Technical Advisory Committee on February 18, 2025. The Planning Commission, in their meeting of February 27, 2025, recommended approval (5-0 vote) of this conditional final plat. Two citizens spoke to this item with general comments about landscape buffering and the construction process.

At the April 15, 2025, City Council meeting, this item was tabled to allow the developer to address a host of issues as it pertains to erosion control, capturing stormwater runoff, and general construction methods.

On May 8, 2025, several city officials met with the adjacent property owners to discuss the stormwater issues at hand. It was made clear that there are two (2) issues at hand. One is the “dirty” stormwater runoff. This issue is a construction issue. The Property Owner/Developer and its Contractor are solely and collectively responsible to maintain the construction site in such a fashion that does not allow sediment transport to be conveyed off of the developed property and damage adjacent property owners. This is a code enforcement matter that Engineering and Construction oversees through the State of Oklahoma General Permits OKR04 and OKR10. The City has required the Property Owner/Developer and its Contractor to clean the public rights of ways and to work out arrangements to address the adjacent property owners issues in the Southfork subdivision.

The second issue is a platting matter and is not connected to the first issue except for the fact that the Property Owner/Developer has elected to sod the slope of the properties along the eastern boundary of Spring Creek subdivision in order to reduce stormwater runoff and sediment transport. This work has been completed as of May 30, 2025.

Therefore, since the Property Owner/Developer and its Contractor has complied with the proposed solution to remedy and mitigate the erosion of the soils and sediment transport of those soils into the neighboring subdivision, Staff recommends approval of this item.



**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Community Development Director

**Approved By:** City Manager Office

**Attachments:** Planning Commission Staff Report  
Conditional final plat and covenants with staff comments  
Traffic Signal Plans

**Recommendation:**

Approve PT-001984-2025, conditional final plat for Spring Creek Crossing, subject to the attached comments, as recommended by Planning Commission and Staff.



**Broken Arrow Planning Commission**  
**02-27-2025**

**To:** Chairman and Commission Members  
**From:** Community Development Department  
**Title:**

..**title**

Approval of PT-001984-2025|PR-000157-2023, Conditional Final Plat, Spring Creek Crossing, approximately 36.99 acres, 132 Lots, RS-4(Single-Family Residential)/PUD-001360-2024 (Planned Unit Development), located north of Tucson Street (121st Street) and approximately one-quarter mile west of 9th Street (Lynn Lane Road/177th Avenue)

..**End**

**Background:**

**Applicant:** Erik Enyart, Tanner Consulting  
**Owner:** Tulsa L Dev., LLC  
**Developer:** N/A  
**Engineer:** Tanner Consulting  
**Location:** North of Tucson Street (121st Street) and approximately one-quarter mile west of 9th Street (Lynn Lane Road/177th Avenue)  
**Size of Tract** 36.99 acres  
**Number of Lots:** 132  
**Zoning:** RS-4 (Single Family Residential)/PUD-001360-2024 (Planned Unit Development)  
**Comp Plan:** Level 2 - Urban Residential

PT-001984-2025, the conditional final plat for Spring Creek Crossing proposes to have 132 lots on 36.99 acres. This property, which is located north of Tucson Street and west of 9th Street, has been approved for rezoning from A-1 (Agricultural) to RS-4 (Single-Family Residential)/PUD-001360-2024 (Planned Unit Development), subject to the property being platted.

Single-family lots encompass the majority of the proposed plat, and these lots generally meet the minimum standards of the RS-4 zoning district with the subsequent variances set forth in the accompanying PUD. A portion of the proposed plat also provides land designated as reserve areas which can serve as stormwater detention and be used for neighborhood amenities. Primary access to this development will be provided on Tucson Street and Raleigh Street will provide access to the adjoining subdivision South Ridge Park.

According to FEMA maps, none of the property is located in the 100-year floodplain. Water and sanitary sewer are available from the City of Broken Arrow. This preliminary plat was reviewed by the Technical Advisory Committee on February 18, 2025.

**Attachments:** Conditional Final Plat with Comments



**Recommendation:**

Staff recommends PT-001984-2025|PR-000157-2023, Conditional Final Plat for Spring Creek Crossing, be approved subject to the attached comments.

**Reviewed by: Amanda Yamaguchi**

**Approved by: Rocky Henkel**

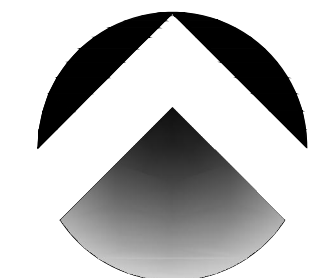
JTH



Conditional Final Plat

Spring Creek Crossing

PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW/4 SE/4) OF SECTION THIRTY-FIVE (35),  
TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN MERIDIAN  
A SUBDIVISION WITHIN THE CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA

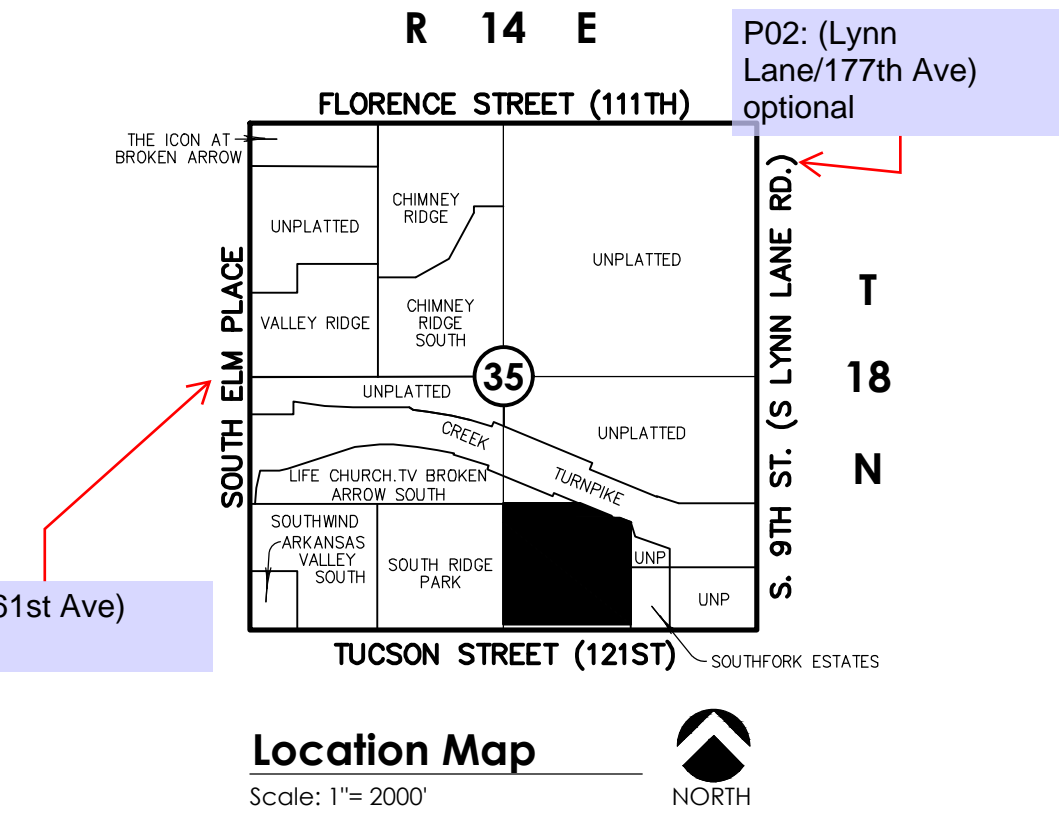


Scale: 1"= 80'  
Tanner Consulting

- LEGEND
- B/L BUILDING LINE
  - B/U BOOK & PAGE
  - BK PG CHORD BEARING
  - CB CHORD DISTANCE
  - CL CENTERLINE
  - Δ DELTA ANGLE
  - DOC DOCUMENT
  - ESMT EASEMENT
  - F/E FENCE & LANDSCAPE EASEMENT
  - FFE FINISHED FLOOR ELEVATION
  - GOV'T GOVERNMENT
  - LNA LIMITS OF NO ACCESS
  - ODE OVERLAND DRAINAGE EASEMENT
  - R.A. RESTRICTED ACCESS
  - RES. RESERVE
  - RWE RETAINING WALL EASEMENT
  - R/W RIGHT-OF-WAY
  - U/E UTILITY EASEMENT
  - 1/34 ADDRESS ASSIGNED
  - FOUND MONUMENT (SEE NOTE 2)
  - SET MONUMENT (SEE NOTE 2)

OWNER:  
**Tulsa L Dev., LLC**  
CONTACT: DEREK KENNEDY  
EMAIL: DEREK.KENNEDY@RCH.COM  
4058 North College  
Suite 300 Box 9  
Fayetteville, Arkansas 72703  
Phone: (479) 455-9090

SURVEYOR/ENGINEER:  
**Tanner Consulting, L.L.C.**  
DAN E. TANNER, P.L.S. NO. 1435  
OK CA NO. 2661, EXPIRES 6/30/2025  
EMAIL: DAN@TANNERBAITSHOP.COM  
5323 South Lewis Avenue  
Tulsa, Oklahoma 74105  
Phone: (918) 745-9929



SUBDIVISION CONTAINS:

ONE HUNDRED AND THIRTY-TWO (132) LOTS  
IN SIX (6) BLOCKS  
WITH THREE (3) RESERVE AREAS

GROSS SUBDIVISION AREA: 36.991 ACRES

Benchmark #1

CHISELED X FOUND IN CONCRETE  
WALKING PATH, LOCATED ON THE SOUTH  
SIDE OF PROPERTY, APPROXIMATELY  
503.91' WEST AND 38.79' SOUTH OF THE  
SOUTHEAST PROPERTY CORNER  
(367288.43N, 262352.15E)

ELEVATION=693.37 (NAVD88)

Notes:

- THIS PLAT MEETS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF  
LAND SURVEYING AS ADOPTED BY THE OKLAHOMA STATE BOARD OF LICENSURE  
FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS.
- ALL PROPERTY CORNERS ARE FOUND OR SET 3/8" IRON REBAR WITH YELLOW CAP  
STAMPED "TANNER 1435" UNLESS OTHERWISE NOTED.
- THE BEARINGS SHOWN HEREON ARE BASED UPON THE OKLAHOMA STATE PLANE  
COORDINATE SYSTEM, NORTH ZONE (3501), NORTH AMERICAN DATUM 1983  
(NAD83); SAID BEARINGS ARE BASED LOCALLY UPON FIELD-OBSERVED TIES TO  
THE FOLLOWING MONUMENTS:  
(A) CHISELED X FOUND AT THE SOUTHWEST CORNER OF SECTION 35;  
(B) 3/8" IRON PIN FOUND AT THE SOUTHWEST CORNER OF THE SOUTHEAST  
QUARTER (SE/4) OF SECTION 35;  
THE BEARING BETWEEN SAID MONUMENTS BEING NORTH 88°35'38" EAST.
- ADDRESSES SHOWN ON THIS PLAT WERE PROVIDED BY THE CITY OF BROKEN  
ARROW AND WERE ACCURATE AT THE TIME THE PLAT WAS FILED. ADDRESSES  
ARE SUBJECT TO CHANGE AND SHOULD NEVER BE RELIED ON IN PLACE OF THE  
LEGAL DESCRIPTION.
- ACCESS AT THE TIME OF PLAT WAS PROVIDED BY EAST TUCSON STREET AND BY  
EAST RALEIGH STREET, BOTH BEING PUBLIC STREETS.
- ACCESS IS RESTRICTED AND ADDITIONAL SETBACK AND OTHER CITY OF BROKEN  
ARROW ZONING ORDINANCE RESTRICTIONS APPLY TO LOTS WITH LOT LINES  
DESIGNATED "RESTRICTED ACCESS" OR "R.A." THIS NOTE IS IN REFERENCE AND  
SUBORDINATE TO A SIMILAR PROVISION IN THE RESTRICTIVE COVENANTS.
- STORMWATER DETENTION ACCOMMODATIONS FOR THIS SITE ARE PROVIDED IN  
ACCORDANCE WITH FEE-IN-LIEU OF DETENTION DETERMINATION  
#DD-100523-65.
- ALL LOTS REQUIRE BACKFLOW PREVENTION PER BROKEN ARROW CITY  
ORDINANCE.

P05: Per Previous review: Note wedge shaped lots are  
measured at the B/L

Curve Table

CURVE	LENGTH(L)	RADIUS(R)	DELTA(Δ)	CHORD(BG)(CB)	CHORD(DI)(CD)
1	43.11'	185.00'	13°21'04"	N5°17'46"E	43.01'
2	39.27'	25.00'	90°00'00"	N43°37'14"E	35.36'
3	39.27'	25.00'	90°00'00"	N46°22'46"W	35.36'
4	21.03'	25.00'	48°11'23"	N46°31'33"E	20.41'
5	241.19'	50.00'	276°22'46"	N1°22'46"W	66.67'
6	21.03'	25.00'	48°11'23"	N67°17'04"W	20.41'
7	38.45'	275.00'	8°00'38"	N5°23'05"W	38.42'
8	50.73'	325.00'	8°56'36"	N5°51'04"W	50.68'
9	39.65'	25.00'	90°51'46"	N54°49'17"W	35.62'
10	39.64'	25.00'	90°51'20"	N5°06'18"E	35.62'
11	62.72'	405.00'	8°52'24"	N84°11'02"E	62.66'
12	75.28'	355.00'	12°09'00"	N82°32'44"E	75.14'
13	16.09'	25.00'	36°52'12"	N19°48'52"W	15.81'
14	142.89'	50.00'	163°44'23"	N43°37'14"E	98.99'
15	16.09'	25.00'	36°52'12"	N72°56'40"W	15.81'
16	60.54'	300.00'	11°33'43"	N85°35'54"W	60.44'
17	392.70'	250.00'	90°00'00"	N46°22'46"W	353.55'
18	35.41'	25.00'	81°09'00"	N59°36'27"E	32.52'
19	35.41'	25.00'	81°09'00"	N21°32'34"W	32.52'
20	318.03'	300.00'	60°44'18"	N31°44'55"W	303.34'
21	85.88'	405.00'	12°09'00"	N82°32'44"E	85.72'
22	50.11'	355.00'	8°05'16"	N84°34'36"E	50.07'
23	117.81'	75.00'	90°00'01"	N46°22'45"W	106.07'
24	143.29'	50.00'	164°11'35"	N43°50'50"E	99.05'
25	16.29'	25.00'	37°19'23"	N72°43'04"W	16.00'





Conditional Final Plat

PUD-001360-2024

Spring Creek Crossing

PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW/4 SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN MERIDIAN A SUBDIVISION WITHIN THE CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA

DEED OF DEDICATION AND RESTRICTIVE COVENANTS

KNOW ALL MEN BY THESE PRESENTS:

THAT TULSA L DEV., LLC, AN OKLAHOMA LIMITED LIABILITY COMPANY, HEREINAFTER REFERRED TO AS THE "OWNER" AND/OR "DECLARANT", IS THE OWNER OF THE FOLLOWING DESCRIBED REAL PROPERTY SITUATED IN THE CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA:

A TRACT OF LAND THAT IS A PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW/4 SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE U.S. GOVERNMENT SURVEY THEREOF, SAID TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID SW/4 SE/4; THENCE NORTH 1°22'46" WEST AND ALONG THE WEST LINE OF THE SW/4 SE/4, FOR A DISTANCE OF 60.00 FEET TO A POINT ON THE PRESENT NORTH RIGHT-OF-WAY LINE OF EAST TUCSON STREET, SAID POINT BEING THE POINT OF BEGINNING;

THENCE CONTINUING NORTH 1°22'46" WEST AND ALONG SAID WEST LINE OF THE SW/4 SE/4, FOR A DISTANCE OF 1261.94 FEET TO THE NORTHWEST CORNER OF THE SW/4 SE/4; THENCE NORTH 88°36'25" EAST AND ALONG THE NORTH LINE OF THE SW/4 SE/4, FOR A DISTANCE OF 795.67 FEET TO A POINT ON THE PRESENT SOUTHERLY RIGHT-OF-WAY LINE OF THE CREEK TURNPIKE (OKLAHOMA STATE HIGHWAY 364); THENCE ALONG SAID SOUTHERLY RIGHT-OF-WAY LINE FOR THE FOLLOWING FOUR (4) COURSES:

SOUTH 68°42'31" EAST FOR A DISTANCE OF 351.58 FEET; THENCE SOUTH 1°24'32" EAST FOR A DISTANCE OF 14.41 FEET; THENCE NORTH 88°36'25" EAST FOR A DISTANCE OF 86.60 FEET; THENCE SOUTH 68°30'02" EAST FOR A DISTANCE OF 123.11 FEET TO A POINT ON THE EAST LINE OF THE SW/4 SE/4;

THENCE SOUTH 1°24'32" EAST AND ALONG SAID EAST LINE, FOR A DISTANCE OF 1063.83 FEET TO A POINT ON SAID NORTH RIGHT-OF-WAY LINE OF EAST TUCSON STREET; THENCE SOUTH 88°35'51" WEST AND ALONG THE NORTH RIGHT-OF-WAY LINE, FOR A DISTANCE OF 1320.67 FEET TO THE POINT OF BEGINNING;

SAID TRACT CONTAINING 1,611,344 SQUARE FEET OR 36.991 ACRES.

THE BEARINGS SHOWN HEREON ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, NORTH ZONE (3501), NORTH AMERICAN DATUM 1983 (NAD83); SAID BEARINGS ARE BASED LOCALY UPON FIELD-OBSERVED TIES TO THE FOLLOWING MONUMENTS:

- (1) CHISELED X FOUND AT THE SOUTHWEST CORNER OF THE OF SECTION 35;
- (2) 3/8" IRON PIN FOUND AT THE SOUTHWEST CORNER OF THE SOUTHEAST QUARTER (SE/4) OF SECTION 35;

THE BEARING BETWEEN SAID MONUMENTS BEING NORTH 88°35'38" EAST.

THE OWNER HAS CAUSED THE SAME TO BE SURVEYED, STAKED, PLATTED, GRANTED, DONATED, CONVEYED, DEDICATED, ACCESS RIGHTS RESERVED, AND SUBDIVIDED INTO ONE HUNDRED THIRTY-TWO (132) LOTS IN SIX (6) BLOCKS, ALONG WITH RESERVE AREAS, COMMON AREAS, AND STREETS IN CONFORMITY WITH THE ACCOMPANYING PLAT AND SURVEY THEREOF, AND WHICH PLAT IS MADE A PART HEREOF; AND THE OWNER HAS GIVEN TO SAID PLAT THE NAME OF "SPRING CREEK CROSSING", A SUBDIVISION WITHIN THE CITY OF BROKEN ARROW, TULSA COUNTY, OKLAHOMA, (WHEREVER THE WORD "SUBDIVISION" APPEARS HEREIN THE SAME SHALL CONCLUSIVELY BE DEEMED TO MEAN "SPRING CREEK CROSSING" UNLESS THE CONTEXT CLEARLY DICTATES OTHERWISE. LIKEWISE, WHEREVER THE WORD "CITY" APPEARS HEREIN THE SAME SHALL CONCLUSIVELY BE DEEMED TO MEAN THE CITY OF BROKEN ARROW, TULSA COUNTY, OKLAHOMA, UNLESS THE CONTEXT CLEARLY DICTATES OTHERWISE). NOW, THEREFORE, THE OWNER, FOR THE PURPOSE OF PROVIDING FOR THE ORDERLY DEVELOPMENT OF THE SUBDIVISION, AND FOR THE PURPOSE OF INSURING ADEQUATE RESTRICTIONS FOR THE MUTUAL BENEFIT OF THE OWNER, ITS SUCCESSORS, GRANTEES, AND ASSIGNS, AND THE BENEFICIARIES OF THE COVENANTS SET FORTH BELOW, DOES HEREBY IMPOSE THE FOLLOWING RESTRICTIONS AND COVENANTS, WHICH SHALL BE COVENANTS RUNNING WITH THE LAND AND WHICH SHALL BE ENFORCEABLE BY THE OWNER, ALL LOT OWNERS WITHIN THE SUBDIVISION, AND BY THE OTHER BENEFICIARIES OF THE COVENANTS AS SET FORTH BELOW.

SECTION I. PUBLIC STREETS, EASEMENTS, AND UTILITIES

A. PUBLIC STREETS AND UTILITY EASEMENTS:

THE OWNER DOES HEREBY DEDICATE FOR PUBLIC USE THE STREET RIGHTS-OF-WAY DEPICTED ON THE ACCOMPANYING PLAT AND DOES FURTHER DEDICATE FOR PUBLIC USE THE UTILITY EASEMENTS, AS DEPICTED ON THE ACCOMPANYING PLAT AS "U/E" OR "UTILITY EASEMENT," FOR THE SEVERAL PURPOSES OF CONSTRUCTING, OPERATING, MAINTAINING, REPAIRING, REPLACING, AND/OR REMOVING ANY AND ALL PUBLIC UTILITIES, INCLUDING STORM SEWERS, SANITARY SEWERS, COMMUNICATION LINES, ELECTRIC POWER LINES AND TRANSFORMERS, GAS LINES, AND WATERLINES, TOGETHER WITH ALL FITTINGS, INCLUDING THE POLES, WIRES, CONDUITS, PIPES, VALVES, METERS, AND EQUIPMENT FOR EACH OF SUCH FACILITIES AND ANY OTHER APPURTENANCES THERETO, WITH THE RIGHTS OF INGRESS AND EGRESS TO AND UPON THE UTILITY EASEMENTS FOR THE USES AND PURPOSES AFORESAID, TOGETHER WITH SIMILAR EASEMENT RIGHTS WITHIN THE PUBLIC STREETS, PROVIDED HOWEVER, THE OWNER HEREBY RESERVES THE RIGHT TO CONSTRUCT, MAINTAIN, OPERATE, LAY, REMOVE, AND REPLACE WATERLINES, STORM SEWER FACILITIES, AND SANITARY SEWER LINES, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS FOR SUCH CONSTRUCTION, MAINTENANCE, OPERATION, LAYING, REMOVING, AND REPLACING OVER, ACROSS, AND ALONG ALL OF THE UTILITY EASEMENTS DEPICTED ON THE PLAT, FOR THE PURPOSE OF FURNISHING WATER, STORM SEWER, AND SANITARY SEWER SERVICES TO THE AREA INCLUDED IN THE PLAT AND TO AREAS OUTSIDE OF THE PLAT.

THE OWNER HEREBY IMPOSES A RESTRICTIVE COVENANT, WHICH COVENANT SHALL BE BINDING ON EACH LOT AND RESERVE AREA OWNER AND SHALL BE ENFORCEABLE BY THE CITY OF BROKEN ARROW, OKLAHOMA, AND BY THE SUPPLIER OF ANY AFFECTED UTILITY SERVICE THAT, WITHIN THE UTILITY EASEMENTS DEPICTED ON THE ACCOMPANYING PLAT, NO BUILDING, STRUCTURE, OR OTHER ABOVE OR BELOW GROUND OBSTRUCTION SHALL BE PLACED, ERECTED, INSTALLED, OR MAINTAINED, PROVIDED HOWEVER, NOTHING HEREIN SHALL BE DEEMED TO PROHIBIT

DRIVES, PARKING AREAS, CURBING, OR LANDSCAPING THAT DO NOT CONSTITUTE AN OBSTRUCTION AS AFORESAID WITHIN SUCH EASEMENTS.

B. UNDERGROUND SERVICE:

1. OVERHEAD LINES FOR THE SUPPLY OF ELECTRIC AND COMMUNICATION SERVICES MAY BE LOCATED WITHIN THE RIGHT-OF-WAY ADJACENT TO THE SOUTH RIGHT-OF-WAY LINE OF THE CREEK TURNPIKE (OKLAHOMA STATE HIGHWAY 364) AS DEDICATED BY THIS PLAT AND WITHIN THE PERIMETER UTILITY EASEMENTS OF THE SUBDIVISION. STREET LIGHT POLES OR STANDARDS SHALL BE SERVED BY UNDERGROUND CABLE THROUGHOUT THE SUBDIVISION AND, EXCEPT AS PROVIDED IN THE IMMEDIATELY-PRECEDING SENTENCE, ALL SUPPLY LINES INCLUDING ELECTRIC, COMMUNICATION, AND GAS LINES SHALL BE LOCATED UNDERGROUND IN THE EASEMENT WAYS DEDICATED FOR GENERAL UTILITY SERVICES AND IN THE STREET RIGHTS-OF-WAY AS DEPICTED ON THE ACCOMPANYING PLAT. SERVICE PEDESTALS AND TRANSFORMERS, AS SOURCES OF SUPPLY AT SECONDARY VOLTAGES, MAY ALSO BE LOCATED IN THE UTILITY EASEMENTS.

2. UNDERGROUND SERVICE CABLES AND GAS SERVICE LINES TO ALL STRUCTURES WHICH MAY BE LOCATED WITHIN THE SUBDIVISION MAY BE RUN FROM THE NEAREST GAS MAIN, SERVICE PEDESTAL, OR TRANSFORMER TO THE POINT OF USAGE DETERMINED BY THE LOCATION AND CONSTRUCTION OF SUCH STRUCTURE AS MAY BE LOCATED UPON THE LOT. PROVIDED THAT, UPON THE INSTALLATION OF A SERVICE CABLE OR GAS SERVICE LINE TO A PARTICULAR STRUCTURE, THE SUPPLIER OF SERVICE SHALL THEREAFTER BE DEEMED TO HAVE A DEFINITIVE, PERMANENT, EFFECTIVE, AND NON-EXCLUSIVE RIGHT-OF-WAY EASEMENT ON THE LOT, COVERING A FIVE (5) FOOT STRIP EXTENDING TWO AND ONE-HALF (2.5) FEET ON EACH SIDE OF THE SERVICE CABLE OR LINE EXTENDING FROM THE GAS MAIN, SERVICE PEDESTAL, OR TRANSFORMER TO THE SERVICE ENTRANCE ON THE STRUCTURE.

3. THE SUPPLIERS OF ELECTRIC, COMMUNICATION, AND GAS SERVICES, THROUGH THEIR RESPECTIVE PROPER AGENTS AND EMPLOYEES, SHALL AT ALL TIMES HAVE THE RIGHT OF ACCESS TO ALL UTILITY EASEMENTS SHOWN ON THE PLAT OR OTHERWISE PROVIDED FOR IN THIS DEED OF DEDICATION FOR THE PURPOSE OF INSTALLING, MAINTAINING, REMOVING, OR REPLACING ANY PORTION OF THE UNDERGROUND ELECTRIC, COMMUNICATION, OR GAS FACILITIES INSTALLED BY THE SUPPLIER OF THE UTILITY SERVICE.

4. EACH LOT AND RESERVE AREA OWNER SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE UNDERGROUND SERVICE FACILITIES LOCATED ON THE OWNER'S LOT OR RESERVE AREA AND SHALL PREVENT THE ALTERATION OF GRADE OR ANY CONSTRUCTION ACTIVITY WHICH WOULD INTERFERE WITH THE ELECTRIC, COMMUNICATION, OR GAS FACILITIES. EACH SUPPLIER OF SERVICE SHALL BE RESPONSIBLE FOR ORDINARY MAINTENANCE OF THEIR UTILITY FACILITIES, BUT THE LOT OR RESERVE AREA OWNER SHALL PAY FOR DAMAGE OR RELOCATION OF SUCH FACILITIES CAUSED OR NECESSITATED BY ACTS OF THE LOT OR RESERVE AREA OWNER OR SAID OWNER'S AGENTS OR CONTRACTORS. SAID RESTRICTIONS ON ALTERATIONS OF GRADE AND LIMITATIONS ON CONSTRUCTION ACTIVITIES SHALL BE LIMITED TO UTILITY EASEMENTS AND DO NOT APPLY TO AREAS OUTSIDE OF THE UTILITY EASEMENTS DESIGNATED ON THE PLAT.

5. THE FOREGOING COVENANTS SET FORTH IN THIS SUBSECTION B. CONCERNING ELECTRIC, COMMUNICATION, AND GAS SERVICES SHALL BE ENFORCEABLE BY EACH SUPPLIER OF THE ELECTRIC, COMMUNICATION, AND GAS SERVICE AND EACH LOT OR RESERVE AREA OWNER AGREES TO BE BOUND HEREBY.

C. WATER, SANITARY SEWER, AND STORM SEWER SERVICES:

1. EACH LOT AND RESERVE AREA OWNER SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE PUBLIC WATER MAINS, SANITARY SEWER MAINS, AND STORM SEWER FACILITIES LOCATED ON SUCH OWNER'S LOT OR RESERVE AREA.

2. WITHIN THE UTILITY EASEMENT AREAS DEPICTED ON THE ACCOMPANYING PLAT, THE ALTERATION OF GRADE IN EXCESS OF THREE (3) FEET FROM THE CONTOURS EXISTING UPON THE COMPLETION OF THE INSTALLATION OF A PUBLIC WATER MAIN, SANITARY SEWER MAIN, OR STORM SEWER, OR ANY CONSTRUCTION ACTIVITY WHICH WOULD, IN THE JUDGMENT OF THE CITY OF BROKEN ARROW, INTERFERE WITH PUBLIC WATER MAINS, SANITARY SEWER MAINS, OR STORM SEWERS, SHALL BE PROHIBITED.

3. THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSORS, SHALL BE RESPONSIBLE FOR THE ORDINARY MAINTENANCE OF PUBLIC WATER MAINS, SANITARY SEWER MAINS, AND STORM SEWERS, BUT THE LOT OR RESERVE AREA OWNER SHALL PAY FOR DAMAGE OR RELOCATION OF SUCH FACILITIES CAUSED OR NECESSITATED BY ACTS SUCH OWNER OR SUCH OWNER'S AGENTS OR CONTRACTORS.

4. THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSORS, SHALL AT ALL TIMES HAVE RIGHT OF ACCESS TO ALL UTILITY EASEMENTS DEPICTED ON THE ACCOMPANYING PLAT, OR OTHERWISE PROVIDED FOR IN THIS DEED OF DEDICATION, FOR THE PURPOSE OF INSTALLING, MAINTAINING, REMOVING, OR REPLACING ANY PORTION OF UNDERGROUND WATER, SANITARY SEWER, OR STORM SEWER FACILITIES.

5. THE FOREGOING COVENANTS SET FORTH IN THIS SUBSECTION C. SHALL BE ENFORCEABLE BY THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS SUCCESSORS, AND THE OWNER AND OWNERS OF EACH LOT AND RESERVE AREA AGREE TO BE BOUND HEREBY.

D. SURFACE DRAINAGE:

EACH LOT SHALL RECEIVE AND DRAIN, IN AN UNOBSTRUCTED MANNER, THE STORM AND SURFACE WATERS FROM LOTS, RESERVE AREAS, AND DRAINAGE AREAS OF HIGHER ELEVATION AND FROM PUBLIC STREETS AND EASEMENTS. NO LOT OWNER SHALL CONSTRUCT OR PERMIT TO BE CONSTRUCTED ANY FENCING OR OTHER OBSTRUCTIONS WHICH WOULD IMPAIR THE DRAINAGE OF STORM OR SURFACE WATERS OVER AND ACROSS SUCH OWNER'S LOT. THE FOREGOING COVENANTS SET FORTH IN THIS SUBSECTION D. SHALL BE ENFORCEABLE BY ANY AFFECTED LOT OR RESERVE AREA OWNER AND BY THE HOA. NO LOT OR RESERVE AREA OWNER SHALL ALLOW OR CONTRIBUTE TO THE DEGRADATION OF GROUND OR SURFACE WATER ON OR ACROSS SUCH OWNER'S LOT OR RESERVE AREA IN VIOLATION OF ENVIRONMENTAL REGULATIONS OF THE UNITED STATES OR THE STATE OF OKLAHOMA.

E. PAVING AND LANDSCAPING WITHIN EASEMENTS:

THE OWNER OF THE LOT OR RESERVE AREA AFFECTED SHALL BE RESPONSIBLE FOR THE REPAIR OF DAMAGE TO LANDSCAPING OR PAVING OCCASIONED BY INSTALLATION OR NECESSARY MAINTENANCE OF UNDERGROUND WATER, SANITARY SEWER, STORM SEWER, NATURAL GAS,

COMMUNICATION, OR ELECTRIC FACILITIES WITHIN THE UTILITY EASEMENT AREAS DEPICTED UPON THE ACCOMPANYING PLAT, PROVIDED, HOWEVER, THE CITY OF BROKEN ARROW, OKLAHOMA, OR THE SUPPLIER OF THE UTILITY SERVICE, SHALL USE REASONABLE CARE IN THE PERFORMANCE OF SUCH ACTIVITIES.

F. OTHER USES:

ALL LOT AND RESERVE AREA OWNERS HAVE THE RIGHT TO USE THE EASEMENT AREAS SITUATED WITHIN SUCH OWNER'S LOT OR RESERVE AREA IN ANY MANNER THAT WILL NOT PREVENT OR INTERFERE WITH THE EXERCISE BY THE CITY OF BROKEN ARROW OR THE PROVIDER OF UTILITY SERVICE OF THE EASEMENT RIGHTS GRANTED UNDER THIS DEDICATION.

G. ACCESS RESTRICTIONS:

1. THE UNDERSIGNED OWNER HEREBY RELINQUISHES RIGHTS OF VEHICULAR INGRESS OR EGRESS FROM ANY PORTION OF THE PROPERTY ADJACENT TO EAST TUCSON STREET WITHIN THE BOUNDS DESIGNATED AS "LIMITS OF NO ACCESS" OR "LNA" ON THE ACCOMPANYING PLAT, WHICH "LIMITS OF NO ACCESS" MAY BE AMENDED OR RELEASED BY THE BROKEN ARROW PLANNING COMMISSION, OR ITS SUCCESSOR, AND WITH THE APPROVAL OF THE CITY OF BROKEN ARROW, OKLAHOMA, OR AS OTHERWISE PROVIDED BY THE STATUTES AND LAWS OF THE STATE OF OKLAHOMA PERTAINING THERETO, AND THE LIMITS OF NO ACCESS ABOVE ESTABLISHED SHALL BE ENFORCEABLE BY THE CITY OF BROKEN ARROW, OKLAHOMA.

2. ACCESS IS RESTRICTED AND ADDITIONAL SETBACK AND OTHER CITY OF BROKEN ARROW ZONING ORDINANCE RESTRICTIONS APPLY TO LOTS WITH LOT LINES DESIGNATED "RESTRICTED ACCESS" OR "R.A."

H. SIDEWALKS:

SIDEWALKS SHALL BE CONSTRUCTED BY EACH PROPERTY OWNER IN COMPLIANCE WITH THE ENGINEERING DESIGN STANDARDS OF THE CITY OF BROKEN ARROW. SIDEWALKS WILL BE CONSTRUCTED BY THE OWNER ALONG ALL STREETS ADJACENT TO ALL RESERVE AREAS.

I. FENCE AND LANDSCAPE EASEMENTS:

THE OWNER DOES HEREBY ESTABLISH AND GRANT, TO THE OWNERS OF THE RESIDENTIAL LOTS WITHIN THE SUBDIVISION, AND TO THE HOA AS HEREIN SET FORTH WITHIN SECTION V., AND FOR THEIR COMMON USE AND BENEFIT, FENCE AND LANDSCAPE EASEMENTS OVER AND UPON THE AREAS DESIGNATED AS "FENCE & LANDSCAPE EASEMENT" OR "F/E" AND SHOWN ON THE ACCOMPANYING PLAT. THE FENCE AND LANDSCAPE EASEMENTS ARE FOR THE LIMITED PURPOSE OF CONSTRUCTING AND MAINTAINING PERIMETER DECORATIVE FENCES AND ENTRY FEATURES INCLUDING BUT NOT LIMITED TO SIGNAGE, FENCES, WALLS, SPRINKLER SYSTEMS, LANDSCAPING, AND LIGHTING, AND FOR THE MAINTENANCE AND REPAIR THEREOF, TOGETHER WITH THE RIGHT OF ACCESS OVER, ACROSS, AND ALONG SUCH EASEMENTS AND OVER, ACROSS, AND ALONG ALL AREAS WHICH CONTAIN SUCH EASEMENTS. WITHIN THE FENCE AND LANDSCAPE EASEMENTS, THE HOA SHALL BE RESPONSIBLE FOR MAINTENANCE OF ALL FENCES AND WALLS AND ENTRY FEATURES AND ALL LANDSCAPING LOCATED OUTSIDE OF SUCH FENCES AND WALLS. THE RIGHTS HEREIN ESTABLISHED AND GRANTED SHALL BE SUBORDINATE TO THE RIGHTS ESTABLISHED AND GRANTED BY UTILITY EASEMENTS ELSEWHERE DEDICATED HEREIN.

J. RETAINING WALL EASEMENTS:

THE OWNER DOES HEREBY ESTABLISH, AND RESERVE FOR FUTURE GRANT AND CONVEYANCE TO THE HOA AS SET FORTH WITHIN SECTION V. HEREIN, PERPETUAL, NON-EXCLUSIVE EASEMENTS OVER AND UPON THE AREAS DESIGNATED AS "RETAINING WALL EASEMENT" OR "RWE" ON THE ACCOMPANYING PLAT FOR THE USE AND BENEFIT OF THE CITY OF BROKEN ARROW, OKLAHOMA, THE OWNERS OF LOTS WITHIN THE SUBDIVISION, AND THE HOA. THE RETAINING WALL EASEMENTS ARE FOR THE LIMITED PURPOSE OF CONSTRUCTING AND MAINTAINING RETAINING WALLS, SOMETIMES TOGETHER WITH PRIVACY WALLS AND/OR FENCES, AND THE MAINTENANCE AND REPAIR THEREOF, TOGETHER WITH THE RIGHT OF ACCESS, INGRESS, AND EGRESS OVER, ACROSS, AND ALONG ADJACENT LANDS WITHIN THE LOTS CONTAINING SUCH EASEMENTS FOR THE PURPOSES FOR WHICH THE ABOVE-MENTIONED RIGHTS ARE GRANTED. WITHIN THE RETAINING WALL EASEMENT AREAS, THE HOA SHALL BE RESPONSIBLE FOR MAINTENANCE AND REPAIR OF ALL WALLS AND FENCES, ANY PRIVACY FENCES OR WALLS WITHIN THE EASEMENTS, ADJACENT TO OR INTEGRATED WITH A RETAINING WALL, SHALL BE SUBJECT TO THE REVIEW AND APPROVAL OF THE ENGINEERING DEPARTMENT OF THE CITY OF BROKEN ARROW, OKLAHOMA. THE RIGHTS HEREIN ESTABLISHED AND GRANTED SHALL BE SUBORDINATE TO THE RIGHTS ESTABLISHED AND GRANTED BY UTILITY EASEMENTS ELSEWHERE DEDICATED HEREIN.

K. STORMWATER DRAINAGE AND DETENTION EASEMENT:

1. THE OWNER DOES HEREBY DEDICATE TO THE CITY OF BROKEN ARROW, OKLAHOMA, ITS SUCCESSORS AND ASSIGNS, PERPETUAL, NON-EXCLUSIVE EASEMENTS ON, OVER, AND ACROSS THE PROPERTY DESIGNATED AND SHOWN ON THE ACCOMPANYING PLAT AS "STORMWATER DRAINAGE AND DETENTION EASEMENT" FOR THE PURPOSES OF PERMITTING THE OVERLAND AND UNDERGROUND FLOW, CONVEYANCE, DETENTION, RETENTION, AND DISCHARGE OF STORMWATER RUNOFF FROM THE VARIOUS LOTS AND RESERVE AREAS WITHIN THE SUBDIVISION AND FROM PROPERTIES NOT INCLUDED WITHIN THE SUBDIVISION.

2. STORMWATER DETENTION, RETENTION, AND DRAINAGE FACILITIES LOCATED WITHIN THE STORMWATER DRAINAGE AND DETENTION EASEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE WITH STANDARDS AND SPECIFICATIONS APPROVED BY THE CITY OF BROKEN ARROW, OKLAHOMA.

3. EXCEPT AS SPECIFICALLY PROVIDED HEREIN, NO FENCE, WALL, BUILDING, OR OTHER OBSTRUCTION SHALL BE PLACED OR MAINTAINED IN THE STORMWATER DRAINAGE AND DETENTION EASEMENT AREAS, NOR SHALL THERE BE ANY ALTERATION OF GRADE IN SAID EASEMENT AREAS UNLESS APPROVED BY THE CITY OF BROKEN ARROW, OKLAHOMA; PROVIDED, HOWEVER, THAT THE PLANTING OF TURF OR OTHER LANDSCAPING (EXCEPTING TREES AND SHRUBS) SHALL NOT REQUIRE THE APPROVAL OF THE CITY OF BROKEN ARROW. FENCES, WALLS, AND LANDSCAPING TREES OR SHRUBS INSTALLED BY THE OWNER OR BY THE HOA, WITH THE APPROVAL OF THE CITY OF BROKEN ARROW, SHALL BE PERMITTED, PROVIDED THAT THE SAME DO NOT CAUSE OBSTRUCTION OF THE FLOW, CONVEYANCE, DETENTION, RETENTION, OR DISCHARGE OF STORMWATER THROUGH THE EASEMENT AREAS.

4. STORMWATER DRAINAGE, DETENTION, AND RETENTION FACILITIES SHALL BE MAINTAINED BY THE OWNER OF THE LOT OR RESERVE AREA SUBJECT TO THE STORMWATER DRAINAGE AND

DETENTION EASEMENT TO THE EXTENT NECESSARY TO ACHIEVE THE INTENDED STORMWATER DRAINAGE, DETENTION, AND RETENTION FUNCTIONS, INCLUDING REPAIR OF APPURTENANCES AND REMOVAL OF OBSTRUCTIONS AND SILTATION, AND SUCH OWNER SHALL PROVIDE CUSTOMARY GROUNDS MAINTENANCE WITHIN THE EASEMENT AREA IN ACCORDANCE WITH THE FOLLOWING MINIMUM STANDARDS:

- A. GRASS AREAS SHALL BE MOWED (IN SEASON) AT REGULAR INTERVALS OF FOUR (4) WEEKS, OR LESS.
- B. CONCRETE APPURTENANCES SHALL BE MAINTAINED IN GOOD CONDITION AND REPLACED IF DAMAGED.
- C. THE EASEMENT AREAS SHALL BE KEPT FREE OF DEBRIS.
- D. CLEANING OF SILTATION AND VEGETATION FROM CONCRETE CHANNELS SHALL BE PERFORMED TWICE YEARLY.

5. IN THE EVENT THE OWNER OF THE LOT OR RESERVE AREA SUBJECT TO THE STORMWATER DRAINAGE AND DETENTION EASEMENT SHOULD FAIL TO PROPERLY MAINTAIN THE DETENTION, RETENTION, OR OTHER DRAINAGE FACILITIES OR, IN THE EVENT OF THE PLACEMENT OF AN OBSTRUCTION WITHIN, OR THE ALTERATION OF GRADE WITHIN THE EASEMENT AREA, THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS DESIGNATED CONTRACTOR, MAY ENTER THE EASEMENT AREA AND PERFORM MAINTENANCE NECESSARY TO ACHIEVE THE INTENDED DRAINAGE, DETENTION, OR RETENTION FUNCTIONS AND MAY REMOVE ANY OBSTRUCTION OR SILTATION OR CORRECT ANY ALTERATION OF GRADE, AND THE COSTS THEREOF SHALL BE PAID BY THE OWNER OF THE LOT OR RESERVE AREA SUBJECT TO THE EASEMENT, WHICH SHALL BE THE HOA UPON CONVEYANCE THE LOT OR RESERVE AREA CONTAINING THE EASEMENT AREA TO THE ASSOCIATION, IN THE EVENT THE OWNER OF THE LOT OR RESERVE AREA SUBJECT TO THE EASEMENT SHOULD FAIL TO PAY THE COSTS OF MAINTENANCE, AFTER COMPLETION OF THE MAINTENANCE AND RECEIPT OF A STATEMENT OF COSTS, THE CITY OF BROKEN ARROW, OKLAHOMA, MAY FILE OF RECORD A COPY OF THE STATEMENT OF COSTS IN THE RECORDS OF THE TULSA COUNTY CLERK, AND THEREAFTER THE COSTS SHALL BE A LIEN AGAINST THE OWNER OF THE LOT OR RESERVE AREA SUBJECT TO THE EASEMENT. A LIEN ESTABLISHED AS ABOVE PROVIDED MAY BE FORECLOSED BY THE CITY OF BROKEN ARROW, OKLAHOMA.

SECTION II. RESERVE AREAS

J. ALL RESERVE AREAS:

1. ALL RESERVE AREAS ARE HEREBY ESTABLISHED FOR THE COMMON USE AND BENEFIT OF THE OWNERS OF LOTS WITHIN THE SUBDIVISION AND ARE RESERVED FOR SUBSEQUENT CONVEYANCE TO THE HOMEOWNERS' ASSOCIATION ("HOA" OR "ASSOCIATION") DEFINED IN SECTION V.

2. ALL COSTS AND EXPENSES ASSOCIATED WITH ALL RESERVE AREAS, INCLUDING MAINTENANCE OF VARIOUS IMPROVEMENTS AND RECREATIONAL FACILITIES, SHALL BE THE RESPONSIBILITY OF THE OWNER THEREOF, WHICH OWNER SHALL BE THE HOA UPON CONVEYANCE OF SAME BY OWNER TO THE ASSOCIATION. SEE SECTION V. FOR ADDITIONAL DETAILS AND REQUIREMENTS.

3. THE CITY OF BROKEN ARROW, OKLAHOMA, SHALL NOT BE LIABLE FOR ANY DAMAGE OR REMOVAL OF ANY LANDSCAPING OR IRRIGATION SYSTEMS IN ANY RESERVE AREA.

4. IN THE EVENT ANY RESERVE AREA OWNER SHOULD FAIL TO MAINTAIN THE RESERVE AREA, THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS DESIGNATED CONTRACTOR, MAY ENTER THE RESERVE AREA AND PERFORM SUCH MAINTENANCE AS NECESSARY TO ACHIEVE ITS INTENDED FUNCTIONS, AND THE COSTS THEREOF SHALL BE PAID BY THE OWNER OF THE RESERVE AREA. IN THE EVENT THE RESERVE AREA OWNER SHOULD THEN FAIL TO PAY THE COSTS OF SAID MAINTENANCE, AFTER COMPLETION OF THE MAINTENANCE BY THE CITY OF BROKEN ARROW, OKLAHOMA, OR ITS DESIGNATED CONTRACTOR, AND PROVISION OF A STATEMENT OF COSTS FROM THE CITY TO THE RESERVE AREA OWNER, THE CITY OF BROKEN ARROW, OKLAHOMA, MAY FILE OF RECORD A COPY OF THE STATEMENT OF COSTS, AND THEREAFTER THE COSTS SHALL BE A LIEN AGAINST SUCH RESERVE AREA, WHICH LIEN MAY BE FORECLOSED BY THE CITY OF BROKEN ARROW, OKLAHOMA.

5. EACH LOT OWNER AND RESIDENT AND MEMBER OF THE HOA SHALL INDEMNIFY AND HOLD HARMLESS THE OWNER AND THE CITY OF BROKEN ARROW, AND THEIR RESPECTIVE AGENTS AND REPRESENTATIVES, FROM ALL CLAIMS, DEMANDS, LIABILITIES, OR DAMAGES ARISING IN CONNECTION WITH THE OWNERSHIP OR USE OF THE FACILITIES AND IMPROVEMENTS CONSTRUCTED OR SITUATED WITHIN THE RESERVE AREAS AND FURTHER AGREES THAT NEITHER THE OWNER NOR CITY OF BROKEN ARROW SHALL BE LIABLE TO ANY LOT OR RESERVE AREA OWNER OR RESIDENT OR MEMBER OF THE ASSOCIATION OR ANY GUEST, VISITOR, OR INVITEE THEREOF FOR ANY DAMAGE TO PERSON OR PROPERTY CAUSED BY ACTION, OMISSION, OR NEGLIGENCE OF A LOT OR RESERVE AREA OWNER OR RESIDENT OR MEMBER OF THE ASSOCIATION OR ANY GUEST, VISITOR, OR INVITEE THEREOF.

B. RESERVE AREAS A, B, AND C:

1. RESERVES A, B, AND C ARE DESIGNATED TO BE USED FOR OVERLAND AND UNDERGROUND STORMWATER DRAINAGE AND DETENTION, NEIGHBORHOOD AMENITIES, OPEN SPACE, SIDEWALKS, LANDSCAPING, IRRIGATION, LIGHTING, SIGNAGE, RETAINING WALLS, AND OTHER USES AS MAY BE PERMITTED BY THE CITY OF BROKEN ARROW, OKLAHOMA.

SECTION III. PLANNED UNIT DEVELOPMENT RESTRICTIONS

WHEREAS, 'SPRING CREEK CROSSING' WAS SUBMITTED AS PART OF A PLANNED UNIT DEVELOPMENT (DESIGNATED AS PUD-001360-2024) AS PROVIDED WITHIN THE PUD PROVISIONS OF THE ZONING ORDINANCE OF THE CITY OF BROKEN ARROW, OKLAHOMA, AS THE SAME EXISTED ON APRIL 16, 2024; AND

WHEREAS, PUD-001360-2024 WAS AFFIRMATIVELY RECOMMENDED BY THE PLANNING COMMISSION OF THE CITY OF BROKEN ARROW ON MARCH 28, 2024 AND APPROVED BY THE COUNCIL OF THE CITY OF BROKEN ARROW ON APRIL 16, 2024; AND

WHEREAS, THE PLANNED UNIT DEVELOPMENT PROVISIONS OF THE BROKEN ARROW ZONING ORDINANCE REQUIRE THE ESTABLISHMENT OF COVENANTS OF RECORD, INURING TO AND ENFORCEABLE BY THE CITY OF BROKEN ARROW, SUFFICIENT TO INSURE THE IMPLEMENTATION AND CONTINUED COMPLIANCE WITH THE APPROVED PLANNED UNIT DEVELOPMENT; AND

WHEREAS, THE OWNER DESIRES TO ESTABLISH COVENANTS OF RECORD FOR THE PURPOSE OF PROVIDING FOR AN ORDERLY DEVELOPMENT AND TO INSURE ADEQUATE COMPLIANCE WITH PUD-001360-2024 FOR THE MUTUAL BENEFIT OF THE OWNER, ITS SUCCESSORS AND ASSIGNS, AND THE CITY OF BROKEN ARROW.

NOW, THEREFORE, THE OWNER DOES HEREBY IMPOSE THE FOLLOWING RESTRICTIONS AND COVENANTS WHICH SHALL BE COVENANTS RUNNING WITH THE LAND AND SHALL BE BINDING UPON THE OWNER, ITS SUCCESSORS AND ASSIGNS, AND SHALL BE ENFORCEABLE AS HEREINAFTER SET FORTH.

A. DEVELOPMENT IN ACCORDANCE WITH PLANNED UNIT DEVELOPMENT:

PUD-001360-2024 WILL BE DEVELOPED IN ACCORDANCE WITH THE BROKEN ARROW ZONING ORDINANCE (THE "ZONING ORDINANCE") AND THE USE AND DEVELOPMENT REGULATIONS OF THE RS-4 SINGLE FAMILY RESIDENTIAL-4 DISTRICT, AS THE SAME EXISTED ON APRIL 16, 2024, EXCEPT AS NOTED HEREIN.

B. DEVELOPMENT STANDARDS:

1. GROSS LAND AREA:	1,690,585 SF	38.810 AC
2. NET LAND AREA:	1,611,344 SF	36.991 AC
3. PERMITTED USES:	SINGLE-FAMILY DETACHED DWELLINGS; NEIGHBORHOOD COMMUNITY PLAYFIELDS AND PARKS INCLUDING CLUBHOUSES, POOLS, AND SIMILAR NEIGHBORHOOD AMENITIES, MINOR UTILITY FACILITIES, AND USES CUSTOMARILY ACCESSORY TO USES PERMITTED HEREIN.	
4. MAXIMUM NUMBER OF LOTS:		145
5. MINIMUM LOT WIDTH:		50 FT
6. MINIMUM LOT AREA:		5,000 SF
7. MINIMUM LAND AREA PER DWELLING UNIT:		7,000 SF *
8. MAXIMUM BUILDING HEIGHT:		35 FT **
9. MINIMUM OFF-STREET PARKING:		TWO (2) PER DWELLING UNIT
10. MAXIMUM LOT COVERAGE:		55% INTERIOR LOTS; 65% CORNER LOTS ***
11. MINIMUM LIVABILITY OPEN SPACE PER DWELLING		2,800 SF***
12. MINIMUM YARD SETBACKS:		
FRONT YARD:		20 FT
REAR YARD:		20 FT
SIDE YARD (ONE, TOTAL):		5 FT, 10 FT
SIDE YARD ADJACENT TO ARTERIAL STREET:		35 FT
SIDE YARD ADJACENT TO NON-ARTERIAL STREET/ALLEY:		20 FT
ANY YARD WITHIN 35 FT OF ARTERIAL STREET:		35 FT FROM ARTERIAL STREET RIGHT-OF-WAY
13. OTHER BULK AND AREA REQUIREMENTS:		AS REQUIRED WITHIN THE RS-4 DISTRICT (TO BE RS-C)

\* MINIMUM LAND AREA PER DWELLING UNIT IS SATISFIED BY THE PROPORTION OF MAXIMUM NUMBER OF DWELLING UNITS TO GROSS LAND AREA AS PROVIDED IN SECTION 4.1.E.1.B. OF THE BROKEN ARROW ZONING ORDINANCE. LOTS ARE THEREFORE NOT SUBJECT TO THIS REQUIREMENT ON AN INDIVIDUAL BASIS.

\*\* ARCHITECTURAL FEATURES MAY EXTEND A MAX. OF FIVE (5) FEET ABOVE MAXIMUM PERMITTED BUILDING HEIGHT.

\*\*\* MAXIMUM AGGREGATE LOT COVERAGE BY BUILDINGS, PARKING, AND DRIVES IS LIMITED TO THE LESSER OF THE SPECIFIED PERCENTAGE OR THAT AMOUNT NECESSARY TO MEET MINIMUM LIVABILITY OPEN SPACE REQUIREMENTS FOR THE LOT. LIVABILITY OPEN SPACE, DEFINED AS OPEN SPACE NOT UTILIZED FOR PARKING OR DRIVES, MAY BE LOCATED ON A LOT OR CONTAINED WITHIN COMMON OPEN SPACE OF THE DEVELOPMENT, AS PER SECTION 4.1.E.1.D. OF THE BROKEN ARROW ZONING ORDINANCE. REQUIREMENTS FOR COMMON OPEN SPACE ARE PROVIDED IN SECTION IV.F. OF THIS PUD.

P06: Please remove



# Conditional Final Plat

PUD-001360-2024

# Spring Creek Crossing

PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER (SW/4 SE/4) OF SECTION THIRTY-FIVE (35),  
TOWNSHIP EIGHTEEN (18) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN MERIDIAN  
A SUBDIVISION WITHIN THE CITY OF BROKEN ARROW, TULSA COUNTY, STATE OF OKLAHOMA

P07: Use the current zoning and PUD

## DEED OF DEDICATION AND RESTRICTIVE COVENANTS (CONTINUED)

### SECTION III. PLANNED UNIT DEVELOPMENT RESTRICTIONS (CONTINUED)

#### C. GENERAL PROVISIONS AND DEVELOPMENT STANDARDS:

1. ACCESS AND CIRCULATION:  
ALL STREETS SHALL BE CONSTRUCTED TO MEET THE CITY OF BROKEN ARROW STANDARDS FOR PUBLIC STREETS.

SIDEWALKS AND/OR TRAILS SHALL BE CONSTRUCTED AS REQUIRED AND WILL BE PLANNED DURING THE ENGINEERING DESIGN AND PLATTING PHASE.

LIMITS OF NO ACCESS (LNA) WILL BE IMPOSED BY THE FUTURE PLAT(S) ALONG THE EAST TUCSON STREET FRONTAGE, EXCEPT AT APPROVED STREET INTERSECTION(S).

THE DEVELOPER COMMITS TO INCLUDING A TRAFFIC SIGNAL ON E. TUCSON ST. AS PART OF THIS DEVELOPMENT. THE EXACT LOCATION, DESIGN, AND TIMELINE FOR INSTALLATION OF THE TRAFFIC SIGNAL IS SUBJECT TO COORDINATION, REVIEW, AND APPROVAL BY THE CITY OF BROKEN ARROW.

2. SIGNAGE, LANDSCAPING, AND FENCING:  
SIGNS, LANDSCAPING, AND FENCING SHALL COMPLY WITH THE APPLICABLE PROVISIONS OF THE BROKEN ARROW ZONING ORDINANCE.

IN ACCORDANCE WITH PROPOSED RS-C ZONING, 50-FOOT MINIMUM WIDTH OPEN SPACE BUFFERS SHALL BE PRESERVED ALONG THE WEST AND EAST LINES OF THE PUD ADJACENT TO EXISTING PLATTED RESIDENTIAL LOTS, WHICH AREAS SHALL BE MAINTAINED BY A MANDATORY PROPERTY OWNERS' ASSOCIATION. WITHIN THE REQUIRED 50'-MINIMUM-WIDTH OPEN SPACE PRESERVE AREAS, ANY TREE WITH A MINIMUM OF 6 INCHES IN CALIPER EXISTING WITHIN THE PUD AT THE TIME OF APPROVAL SHALL BE PRESERVED, OTHER THAN REMOVAL AS NEEDED FOR UTILITY INSTALLATION OR DRAINAGE PURPOSES.

3. UTILITIES AND DRAINAGE:  
WATERLINES SHALL BE EXTENDED THROUGHOUT THE SITE AND LOOPED TO PROVIDE WATER SERVICE AND FIRE PROTECTION AND WILL BE DESIGNED DURING THE PLATTING STAGE. FIRE HYDRANT LOCATIONS SHALL BE COORDINATED WITH AND APPROVED BY THE BROKEN ARROW FIRE MARSHAL DURING PLATTING.

4. PLATTING AND SITE PLAN REQUIREMENTS:  
NO BUILDING PERMIT SHALL BE ISSUED UNTIL A SUBDIVISION PLAT HAS BEEN SUBMITTED TO AND RECOMMENDED UPON BY THE BROKEN ARROW PLANNING COMMISSION AND APPROVED BY THE COUNCIL OF THE CITY OF BROKEN ARROW, AND DULY FILED OF RECORD. THE REQUIRED SUBDIVISION PLAT SHALL INCLUDE COVENANTS OF RECORD IMPLEMENTING THE DEVELOPMENT STANDARDS OF THE APPROVED PUD AND THE CITY OF BROKEN ARROW SHALL BE A BENEFICIARY THEREOF. THE PLAT WILL ALSO SERVE AS THE SITE PLAN FOR ALL RESIDENTIAL LOTS CONTAINED WITHIN THE PLAT. ANY NEIGHBORHOOD AMENITIES REQUIRING A BUILDING PERMIT SHALL SUBMIT AND RECEIVE BROKEN ARROW CITY STAFF APPROVAL OF A SITE PLAN APPLICATION.

NOT LESS THAN 15% OF THE NET LAND AREA SHALL BE PRESERVED AS COMMON OPEN SPACE FOR THE ENJOYMENT OF THE RESIDENTS, AND NOT LESS THAN 25% OF THE REQUIRED AREA SHALL BE DESIGNED, CONSTRUCTED, AND MAINTAINED AS ACTIVE OPEN SPACE CONSISTING OF TRAILS, COMMUNITY GARDENS, AND/OR PARKS.

### SECTION IV. RESTRICTIVE COVENANTS

THE SUBDIVISION (AND EACH LOT SITUATED THEREIN) SHALL BE CONSTRUCTED, DEVELOPED, OCCUPIED AND USED AS FOLLOWS.

#### B. NO DIVISION OF LOTS:

NO LOT MAY BE DIVIDED OR SPLIT.

#### C. RESIDENTIAL LOTS:

ALL LOTS WITHIN THE SUBDIVISION SHALL BE USED, KNOWN AND DESCRIBED AS RESIDENTIAL LOTS. ONLY ONE SINGLE FAMILY RESIDENTIAL DWELLING SHALL BE PERMITTED ON EACH LOT. IN ADDITION, ONLY CUSTOMARY AND USUAL NECESSARY STRUCTURES MAY BE CONSTRUCTED ON EACH LOT AS MAY BE PERMITTED BY THE CITY. NO BUILDING OR STRUCTURE INTENDED FOR OR ADAPTED TO BUSINESS PURPOSES SHALL BE ERCTED, PLACED, PERMITTED OR MAINTAINED ON ANY LOT. THIS COVENANT SHALL BE CONSTRUED AS PROHIBITING THE ENGAGING IN OR PRACTICE OF ANY COMMERCE, INDUSTRY, BUSINESS, TRADE OR PROFESSION WITHIN THE SUBDIVISION AND/OR WITHIN ANY LOT. THE RESTRICTIONS ON USE HEREIN CONTAINED SHALL BE CUMULATIVE OF AND IN ADDITION TO SUCH RESTRICTIONS ON USAGE AS MAY FROM TIME TO TIME BE APPLICABLE UNDER AND PURSUANT TO THE STATUTES, RULES, REGULATIONS AND ORDINANCES OF THE CITY OR ANY OTHER GOVERNMENTAL AUTHORITY OR POLITICAL SUBDIVISION HAVING JURISDICTION OVER THE SUBDIVISION.

#### D. RESIDENTIAL PURPOSES:

BY ACQUISITION OF ANY LOT WITHIN THE SUBDIVISION, EACH OWNER (EXCLUDING BONA FIDE HOME BUILDERS) COVENANTS WITH AND REPRESENTS TO THE DECLARANT AND TO THE ASSOCIATION THAT THE LOT IS BEING SPECIFICALLY ACQUIRED FOR THE SPECIFIC AND SINGULAR PURPOSE OF CONSTRUCTING AND USING A SINGLE FAMILY RESIDENTIAL DWELLING THEREON, OR AS A RESIDENCE FOR SUCH OWNER AND/OR OWNER'S IMMEDIATE FAMILY MEMBERS.

#### E. SUBMISSION OF PLANS:

IN ORDER TO MAINTAIN A BEAUTIFUL AND PLEASING SETTING IN THE SUBDIVISION, TWO (2) SETS OF BUILDING AND SITE IMPROVEMENT PLANS AND SPECIFICATIONS MUST BE SUBMITTED TO THE ARCHITECTURAL CONTROL COMMITTEE ("COMMITTEE") FOR ITS APPROVAL PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THE COMMITTEE SHALL ACT TO ENFORCE THE REQUIREMENTS OF THESE COVENANTS IN A REASONABLE MANNER. THE COMMITTEE HAS THE AUTHORITY TO MAINTAIN THE ARCHITECTURAL CONFORMITY OF THE SUBDIVISION, AND IN CONSIDERATION THEREOF SHALL DETERMINE THAT THE PROPOSED CONSTRUCTION SHALL NOT DETRACT FROM THE DEVELOPMENT AND SHALL ENHANCE THE PURPOSE OF THE DEVELOPMENT TO PROVIDE A BEAUTIFUL AND PLEASING SETTING IN THE SUBDIVISION. THE COMMITTEE SHALL CONSIDER SUCH MATTERS AS THE PROPOSED SQUARE FOOTAGE, LOCATION, MATERIALS, EXTERIOR STYLE AND LANDSCAPING, ETC. THE COMMITTEE MAY ADOPT RULES OR BYLAWS EXPLAINING THE MECHANICS OF ITS OPERATION AND PROVIDING FOR A TWENTY-ONE (21) DAY MAXIMUM TIME WITHIN WHICH PLANS MUST BE REVIEWED AND APPROVED OR DISAPPROVED AFTER SUBMISSION, AND IF NOT APPROVED OR DISAPPROVED IN THAT PERIOD, THAT THE SAME SHALL BE CONSIDERED AS AUTOMATICALLY APPROVED. THE BOARD MAY ALSO EXERCISE THE DUTIES OF THE COMMITTEE IN THE EVENT THE BOARD DEEMS IT NECESSARY AND EFFICIENT TO DO SO.

#### F. ARCHITECTURAL REQUIREMENTS:

- EACH DWELLING SHALL FRONT A DEDICATED PUBLIC STREET.
- NO BUILDING SHALL BE LOCATED CLOSER TO THE STREET THAN THE MINIMUM BUILDING OR SET-BACK LINES SHOWN ON THE RECORDED PLAT.
- ALL RESIDENCES SHALL HAVE ROOF SHINGLES THAT ARE GREY OR BLACK IN COLOR, PREFERABLY WEATHERWOOD. DEVIATION FROM THIS COLOR REQUIRES APPROVAL FROM THE COMMITTEE.

#### F. ADDITIONS TO EXISTING STRUCTURES:

ALL ADDITIONS SHALL CONFORM TO THE BASIC STYLING AND MATERIALS OF THE DWELLING ON ANY LOT. ALL ADDITIONS SHALL FALL WITHIN THE BUILDING SET-BACKS ON SAID LOT AND SHALL NOT BE PLACED OVER ANY DRAINAGE OR UTILITY EASEMENT. ALL IMPROVEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE WITH APPLICABLE CITY CODES, RULES AND REGULATIONS. ANY ADDITIONS CONTEMPLATED BY THE HOME OWNER OR LOT OWNER MUST SUBMIT PLANS PRIOR TO CONSTRUCTION TO THE COMMITTEE FOR APPROVAL. THE COMMITTEE HAS COMPLETE AND SOLE DISCRETION TO APPROVE, MODIFY, DENY OR CHANGE ANY REQUEST FOR AN ADDITION TO AN EXISTING STRUCTURE.

#### G. GARAGE AND DETACHED STRUCTURES AND STORAGE BUILDINGS:

ALL RESIDENCES CONSTRUCTED IN THE SUBDIVISION SHALL HAVE A PRIVATE GARAGE TO ACCOMMODATE A MINIMUM OF ONE (1) AUTOMOBILE. NO CARPORTS ARE ALLOWED ON THE SIDE, REAR OR FRONT YARDS OF ANY LOTS. EACH GARAGE SHALL BE FULLY ENCLOSED AND CONTAIN A FULL-LENGTH OVERHEAD STYLE DOOR. ALL GARAGE DOORS ARE TO BE KEPT CLOSED WHEN NOT ENTERING OR EXITING THE GARAGE. ANY DETACHED STRUCTURE TO BE BUILT ON A LOT, SUCH AS A COVERED ENTERTAINMENT AREA, GUEST HOUSE, POOL HOUSE, STORAGE BUILDING, OR OTHER STRUCTURE, SHALL CONFORM TO THE BASIC STYLING AND MATERIALS OF THE RESIDENTIAL DWELLING. ANY DETACHED STRUCTURE CONTEMPLATED FOR CONSTRUCTION BY ANY HOME OWNER OR LOT OWNER MUST, PRIOR TO CONSTRUCTION, SUBMIT ACCEPTABLE PLANS TO THE COMMITTEE, WHICH HAS COMPLETE AND SOLE DISCRETION TO APPROVE, MODIFY, DENY OR CHANGE ANY SUCH REQUEST TO CONSTRUCT.

#### H. TEMPORARY STRUCTURES:

NO TRAILER, MOBILE HOME, TENT, CONSTRUCTION SHACK, OR OTHER OUTBUILDING SHALL BE ERCTED ON ANY LOT IN THE SUBDIVISION EXCEPT FOR TEMPORARY USE BY CONSTRUCTION CONTRACTORS FOR A REASONABLE PERIOD OF TIME.

#### I. FENCES:

NO FENCE SHALL BE CONSTRUCTED IN THE AREA BETWEEN THE FRONT BUILDING LINE OF ANY DWELLING AND THE FRONT LOT LINE OF ANY LOT. NO FENCE ON A CORNER LOT SHALL BE CONSTRUCTED BEYOND THE SIDE STREET SET-BACK LINE EXCEPT FOR THE COMMUNITY ENTRY. FURTHER, THE PLACEMENT/LOCATION OF ANY PERIMETER FENCING AROUND THE SUBDIVISION AS INITIALLY INSTALLED BY THE DECLARANT AND/OR ORIGINAL DEVELOPER MAY NOT BE ADJUSTED, RELOCATED OR MOVED WITHOUT THE PRIOR CONSENT OF THE COMMITTEE AND/OR THE BOARD. ANY PRIVACY FENCE SHALL BE CONSTRUCTED SO THAT THE FRAMING SHALL BE TOWARD THE INSIDE OF THE OWNER'S LOT. ALL FENCES MUST BE INSTALLED BY A PROFESSIONAL INSTALLER AND SHALL BE SIX FOOT (6') WOOD PRIVACY FENCING WITH VERTICAL BOARDS (NOT HORIZONTAL) AND NO CHAIN-LINK FENCES, WIRE, HOG WIRE, OR OTHER SIMILAR MATERIALS SHALL BE PERMITTED, PROVIDED THAT FENCES WITHIN AND ALONG RESERVE AREAS MAY BE ORNAMENTAL AND CONSIST OF SPLIT RAIL WITH VINYL-CLAD CHAIN-LINK, WROUGHT IRON, OR ANOTHER ORNAMENTAL STYLE APPROVED BY THE COMMITTEE. ANY PRIVACY FENCE INSTALLED ADJACENT TO SUCH ORNAMENTAL FENCE SHALL HAVE THE LAST EIGHT (8) FEET OF THE FENCE TAPER TO THE HEIGHT OF THE ORNAMENTAL FENCE. PRIOR TO INSTALLATION, THE FENCE DESIGN AND NAME OF THE INSTALLER MUST BE APPROVED BY THE COMMITTEE.

#### J. MAILBOXES:

ALL MAILBOXES SHALL BE APPROVED BY THE UNITED STATES POSTAL SERVICE. THE TYPE OF CONSTRUCTION SHALL BE CONSISTENT WITH THE DESIGN ESTABLISHED BY THE DEVELOPER. COMMUNITY MAILBOX IS AN APPROVED ALTERNATIVE SUBJECT TO APPROVAL OF THE UNITED STATES POSTAL SERVICE.

#### K. SIGNS:

NO SIGN OF ANY KIND SHALL BE DISPLAYED TO THE PUBLIC VIEW ON ANY LOT EXCEPT ONE PROFESSIONAL SIGN ADVERTISING THE PROPERTY FOR SALE, REALE OR RENT, OR SIGNS USED BY BUILDER OR AGENT TO ADVERTISE THE PROPERTY DURING THE CONSTRUCTION AND SALE OF A DWELLING THEREON. IN NO EVENT SHALL ANY SUCH SIGN STAND MORE THAN SEVEN (7) FEET ABOVE GROUND LEVEL, NOR BE MORE THAN FIVE (5) SQUARE FEET IN SIZE, NOR BE LIGHTED AT NIGHT. THESE SIGNAGE RESTRICTIONS AND REQUIREMENTS SHALL NOT APPLY TO DECLARANT.

#### L. PARKED VEHICLES:

ALL VEHICLES PARKED IN THE FRONT OF THE FRONT BUILDING LINE MUST BE PARKED ON THE DRIVEWAY. NO INOPERATIVE VEHICLES OF ANY NATURE SHALL BE PERMITTED TO REMAIN ON ANY LOT OR LOTS FOR A PERIOD IN EXCESS OF ONE (1) DAY. IT IS THE INTENTION OF THE DECLARANT THAT, EXCEPT ON SPECIAL OCCASIONS SUCH AS HOLIDAYS OR EVENTS AT AN OWNER'S RESIDENCE THAT ALL PARKING SHALL BE IN DRIVEWAYS AND NOT ON A STREET OR ON ANY YARD. ACCORDINGLY, NO VEHICLE SHALL BE PARKED ON THE STREET FOR MORE THAN TWO (2) CONSECUTIVE DAYS AND SHALL NOT BE PARKED OVERNIGHT ON A STREET. ANY VIOLATION OF THIS SUBSECTION L. MAY RESULT IN A TOWING OF THE VEHICLE AT THE OWNER'S EXPENSE PER MUNICIPAL REGULATIONS. NO VEHICLE MAINTENANCE SHALL BE PERFORMED ON THE STREETS OR IN THE FRONT YARDS OR ON PARKING PADS OF ANY LOT.

#### M. APPEARANCE OF LOT:

ALL OWNERS SHALL BE REQUIRED TO KEEP THEIR LOT IN A CLEAN AND SANITARY CONDITION WHETHER OR NOT THEY HAVE CONSTRUCTED A RESIDENCE ON THE LOT. ALL OPEN AREAS ON LOTS SHALL BE KEPT MOVED TO A HEIGHT OF NOT MORE THAN SIX (6) INCHES. NO PLAYGROUNDS, SWING SETS, TRAMPOLINES, SWIMMING POOLS, PICNIC TABLES, OR OTHER SIMILAR EQUIPMENT IS ALLOWED IN THE FRONT YARD OF ANY LOT. THE BOARD AND COMMITTEE MAY PROMULGATE RULES AND REGULATIONS REGARDING THE MAINTENANCE OF LOTS AND ADEQUATE ENFORCEMENT MECHANISMS IN THE EVENT A LOT IS NOT PROPERLY MAINTAINED. UPON FAILURE OF THE OWNER TO MAINTAIN OR LANDSCAPE THE GROUNDS OF ANY LOT IN ACCORDANCE WITH THE PROVISIONS ABOVE, THE ASSOCIATION MAY, UPON 15 DAYS' WRITTEN NOTICE TO THE OWNER, CAUSE THE GRASS, WEEDS AND VEGETATION TO BE CUT. THE COST OF ANY MAINTENANCE REQUIRED UNDER THIS SUBSECTION M. AND ANY ENFORCEMENT COSTS SHALL BE ASSESSED TO THE OWNER, AND SHALL CONSTITUTE A LIEN UPON THE LOT, AND MAY BE COLLECTED IN ACCORDANCE WITH SUBSECTION V.C.

#### N. RECREATIONAL VEHICLES AND ACCESSORIES:

NO BOATS, TRAILERS, RECREATIONAL VEHICLES, OR VEHICLES USED FOR RECREATIONAL PURPOSES ARE ALLOWED IN THE SUBDIVISION UNLESS THEY WILL FIT ENTIRELY INTO A PRIVATE GARAGE.

#### O. STORAGE AND CONSTRUCTION MATERIALS:

CONSTRUCTION MATERIALS MAY ONLY BE STORED ON A LOT FOR THIRTY (30) DAYS PRIOR TO THE COMMENCEMENT OF CONSTRUCTION. THEREAFTER, CONSTRUCTION IS TO BE COMPLETED WITHIN A REASONABLE PERIOD OF TIME. THE DECLARANT SHALL BE ALLOWED TO STORE MATERIALS ON A LOT IN AN ORDERLY FASHION AS LONG AS MAY BE REASONABLY NECESSARY.

#### P. GARBAGE/DUMPING:

DUMPING IS PROHIBITED IN THE SUBDIVISION. ALL TRASH, GARBAGE OR OTHER WASTE SHALL BE KEPT IN SANITARY CONTAINERS STORED BEHIND THE RESIDENCE OR WITHIN ENCLOSED GARAGES AND MUST BE KEPT OUT OF STREET VIEW EXCEPT TWELVE (12) HOURS PRIOR TO AND 12 HOURS AFTER THE NORMAL CURBSIDE PICKUP TIME. ALL LOTS SHALL BE MAINTAINED IN A NEAT AND ORDERLY CONDITION AT ALL TIMES.

#### Q. MODEL HOME AND CONSTRUCTION FACILITIES:

MODEL HOMES FOR THE PURPOSES OF HOME SALES ARE PERMITTED BY THE DECLARANT. THE GARAGE OF MODEL HOMES MAY BE USED AS SALES OFFICES. ONE TRAILER OR TEMPORARY BUILDING MAY BE LOCATED ON A RESIDENTIAL LOT BY THE DECLARANT AND USED AS A CONSTRUCTION OFFICE UNTIL THE SUBDIVISION REACHES ONE-HUNDRED PERCENT (100%) OCCUPANCY.

## SECTION V. HOME OWNERS ASSOCIATION

#### A. FORMATION OF HOME OWNERS ASSOCIATION; ADDITIONAL LANDS:

THE OWNER HAS FORMED OR SHALL CAUSE TO BE FORMED A HOME OWNERS ASSOCIATION ("HOA"), TO GOVERN THIS SUBDIVISION. THE HOA SHALL BE ESTABLISHED IN ACCORDANCE WITH THE STATUTES OF THE STATE OF OKLAHOMA AND BYLAWS PREPARED BY OWNER OR ITS ASSIGNEE, FOR THE GENERAL PURPOSES OF MAINTAINING THE COMMON AREAS, INCLUDING WITHOUT LIMITATION ALL RESERVE AREAS, AND ENHANCING THE VALUE, DESIRABILITY, AND ATTRACTIVENESS OF THE SUBDIVISION AND ANY ADDITIONS THERETO.

OWNER SHALL BE ENTITLED TO APPOINT THE BOARD OF DIRECTORS FOR THE HOA AS PROVIDED IN THE BYLAWS. IT IS CONTEMPLATED THAT ADDITIONAL LANDS/PHASES ADJOINING THE SUBDIVISION, AND SUBSEQUENTLY PLATTED FOR SINGLE FAMILY RESIDENTIAL PURPOSES MAY BE ANNEXED BY THE OWNER (OR ITS ASSIGNEE OR AN AFFILIATED CORPORATE OWNER) TO THE SUBDIVISION AND GEOGRAPHIC JURISDICTION AND BYLAWS OF THE HOA, WHICH MAY BE ACCOMPLISHED BY THE OWNER (OR ITS ASSIGNEE OR AN AFFILIATED CORPORATE OWNER) BY FILING A SUPPLEMENTAL DECLARATION HERETO, OR BY NOTING SUCH ANNEXATION ON A SEPARATE DEED OF DEDICATION FOR THE ADDITIONAL LANDS/PHASES TO BE ANNEXED HERETO, OR OTHER INSTRUMENT ADDING SUCH ADDITIONAL LANDS/PHASES TO THE SUBDIVISION AND THE JURISDICTION OF THE HOA, IN WHICH CASE ANY SUCH LANDS/PHASES AND THE SUBSEQUENT OWNERS THEREOF SHALL BE UNDER THE JURISDICTION OF THE HOA AND ALL RULES PERTAINING THERETO.

#### B. MEMBERSHIP:

EVERY PERSON OR ENTITY WHO ACCEPTS A DEED FOR A LOT IN THE SUBDIVISION AND IS A RECORD OWNER OF THE FEE INTEREST OF A LOT IN THE SUBDIVISION SHALL BE A MEMBER OF THE HOA AND SUBJECT TO ITS BYLAWS AND RULES. MEMBERSHIP SHALL BE APPURTENANT TO AND SHALL NOT BE SEPARATED FROM THE OWNERSHIP OF A LOT.

#### C. ASSESSMENT:

EACH OWNER OF A LOT, EXCEPT OWNER/DECLARANT, BY ACCEPTANCE OF A DEED THEREFOR, IS DEEMED TO COVENANT AND AGREE TO PAY TO THE HOA CERTAIN ASSESSMENTS TO BE ESTABLISHED BY THE BOARD OF DIRECTORS IN ACCORDANCE WITH THESE COVENANTS, AND AS AMENDED, AND THE BYLAWS OF THE HOA, TO BE EXECUTED BY THE OWNER FOR THE MAINTENANCE AND IMPROVEMENT OF THE COMMON AREAS OWNED OR MAINTAINED BY THE HOA AND FOR OTHER PURPOSES WHICH BENEFIT THE SUBDIVISION AND THE OWNERS OF LOTS THEREIN, AND ANY SUCH ASSESSMENTS SHALL BE A LIEN ON THE LOT AGAINST WHICH IT IS MADE, BUT THE LIEN SHALL BE SUBORDINATE TO THE LIEN OF ANY FIRST MORTGAGE.

#### D. MAINTENANCE OF COMMON AREAS:

THE HOA SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF ALL COMMON AREAS AS DEPICTED ON THE PLAT OR AS DESCRIBED IN THESE COVENANTS, AND AS AMENDED, WHICH MAY INCLUDE BUT NOT BE LIMITED TO ENTRYWAYS, DETENTION/RETENTION PONDS, PERIMETER FENCING, AND OTHER COMMON AREAS AND RESERVE AREAS AS DEPICTED ON THE PLAT OR THESE COVENANTS, AND AS AMENDED.

#### E. LIMITATION ON LIABILITY:

THE HOA SHALL BE ENTITLED TO ALL PROTECTIONS AFFORDED UNDER OKLAHOMA'S GENERAL CORPORATION ACT AND ANY OTHER LAWS PROVIDING PROTECTION TO OWNER'S ASSOCIATIONS. NEITHER ANY MEMBER NOR OWNER, NOR THE DIRECTORS AND OFFICERS OF THE HOA SHALL BE PERSONALLY LIABLE FOR DEBTS CONTRACTED FOR OR OTHERWISE INCURRED BY THE HOA OR FOR ANY TORTS COMMITTED BY OR ON BEHALF OF THE HOA OR OTHERWISE. NEITHER THE OWNER, THE HOA, ITS DIRECTORS, OFFICERS, AGENTS OR EMPLOYEES SHALL BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES, FOR FAILURE TO INSPECT ANY PREMISES, IMPROVEMENTS OR PORTION THEREOF, OR FOR FAILURE TO REPAIR OR MAINTAIN THE SAME.

## SECTION VI. ENFORCEMENT, DURATION, AMENDMENT, TERMINATION, AND SEVERABILITY

#### A. ENFORCEMENT:

THE COVENANTS AND RESTRICTIONS SET FORTH HEREIN SHALL INURE TO THE BENEFIT OF AND SHALL BE ENFORCEABLE BY THE CITY THE HOA, THE OWNER, AND ANY OWNER OF A LOT, AND IN ANY JUDICIAL ACTION BROUGHT TO ENFORCE THE COVENANTS ESTABLISHED HEREIN, A PARTY MAY SEEK ALL APPROPRIATE REMEDIES AT LAW, INCLUDING INJUNCTIVE RELIEF, TO ENFORCE THE COVENANTS SET FORTH HEREIN. FAILURE TO DO SO SHALL NOT BE DEEMED A WAIVER OF ANY TERMS HEREOF OR OF THE RIGHT TO SEEK ACTION AGAINST FUTURE NONCOMPLIANCE. REASONABLE REGULATIONS CONCERNING THE PROPERTY AND COMMON AREAS MAY BE MADE AND AMENDED FROM TIME TO TIME BY THE OWNER OR ASSOCIATION. NO NOXIOUS OR OFFENSIVE ACTIVITY SHALL BE CARRIED ON IN, UPON, OR AROUND ANY RESIDENCE OR LOT OR IN OR UPON ANY COMMON AREA, NOR SHALL ANYTHING BE DONE THEREON WHICH MAY BE OR BECOME AN ANNOYANCE OR A NUISANCE TO OTHER OWNERS OR IN ANY WAY INTERFERE WITH THE QUIET ENJOYMENT OF SUCH OWNERS.

#### B. DURATION:

THESE COVENANTS SHALL RUN WITH THE LAND AND SHALL BE BINDING UPON THE OWNER AND ALL SUBSEQUENT OWNERS AND PERSONS CLAIMING UNDER THEM WITHIN THE SUBDIVISION FOR A PERIOD OF TWENTY (20) YEARS FROM THE DATE THIS PLAT IS FILED OF RECORD, AFTER WHICH TIME SAID COVENANTS SHALL BE DEEMED AUTOMATICALLY EXTENDED FOR SUCCESSIVE PERIODS OF TEN (10) YEARS UNLESS OTHERWISE AMENDED OR TERMINATED AS PROVIDED HEREIN.

#### C. AMENDMENT OR TERMINATION:

THE COVENANTS CONTAINED WITHIN SECTION I. PUBLIC STREETS, EASEMENTS, AND UTILITIES, SECTION II. RESERVE AREAS, AND SECTION III. PLANNED UNIT DEVELOPMENT RESTRICTIONS MAY BE AMENDED OR TERMINATED AT ANY TIME BY A WRITTEN INSTRUMENT SIGNED AND ACKNOWLEDGED BY THE OWNER OR ITS ASSIGNEE AND APPROVED BY THE CITY. NOTWITHSTANDING THE FOREGOING, THE COVENANTS CONTAINED WITHIN SECTION III. SHALL BE DEEMED AMENDED (WITHOUT NECESSITY OF EXECUTION OF AN AMENDING DOCUMENT) UPON APPROVAL OF A MINOR AMENDMENT TO PUD-001360-2024 BY THE BROKEN ARROW PLANNING COMMISSION AND RECORDING OF A CERTIFIED COPY OF THE MINUTES OF THE BROKEN ARROW PLANNING COMMISSION WITH THE TULSA COUNTY CLERK, OR UPON APPROVAL OF A MAJOR AMENDMENT TO PUD-001360-2024 UPON FILING OF RECORD AN ORDINANCE OR OTHER VALID RECORD OF CITY OF BROKEN ARROW APPROVAL.

EXCEPT FOR SECTIONS I., II., AND III. AS STATED ABOVE, OWNER OR ITS ASSIGNEE MAY SUPPLEMENT OR AMEND ANY OF THESE COVENANTS STATED HEREIN AT ANY TIME IN WHOLE OR IN PART BY EXECUTING AND RECORDING AN INSTRUMENT WITH THE COUNTY CLERK. ALTERNATIVELY, THESE COVENANTS MAY BE AMENDED AT ANY TIME BY A WRITTEN INSTRUMENT SIGNED AND ACKNOWLEDGED BY THE OWNERS OF SIXTY (60%) OF THE LOTS (SUBJECT TO OWNER OR OWNER'S ASSIGNEE CONSENT). THE PROVISIONS OF ANY INSTRUMENT SUPPLEMENTING OR AMENDING THESE COVENANTS SHALL BE EFFECTIVE FROM AND AFTER THE DATE IT IS RECORDED IN THE RECORDS OF THE COUNTY CLERK.

#### D. SEVERABILITY:

INVALIDATION OF ANY RESTRICTION SET FORTH HEREIN, OR ANY PART THEREOF, BY AN ORDER, JUDGMENT, OR DECREE OF ANY COURT, OR OTHERWISE, SHALL NOT INVALIDATE OR AFFECT ANY OF THE OTHER RESTRICTIONS OR ANY PART THEREOF SET FORTH HEREIN, WHICH SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, THE OWNER HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

TULSA L DEV., LLC  
AN OKLAHOMA LIMITED LIABILITY COMPANY

BY: \_\_\_\_\_  
\_\_\_\_\_, MANAGER

STATE OF ARKANSAS )  
\_\_\_\_\_) SS  
COUNTY OF WASHINGTON )

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025, PERSONALLY APPEARED \_\_\_\_\_, TO ME KNOWN TO BE THE IDENTICAL PERSON WHO SUBSCRIBED THE NAME OF TULSA L DEV., LLC TO THE FOREGOING INSTRUMENT, AS ITS MANAGER, AND ACKNOWLEDGED TO ME THAT EXECUTED THE SAME AS FREE AND VOLUNTARY ACT AND DEED AND AS THE FREE AND VOLUNTARY ACT AND DEED OF TULSA L DEV., LLC FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL THE DAY AND YEAR LAST ABOVE WRITTEN.

MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC

### CERTIFICATE OF SURVEY

I, DAN E. TANNER, A LICENSED PROFESSIONAL LAND SURVEYOR IN THE STATE OF OKLAHOMA, DO HEREBY CERTIFY THAT I HAVE CAREFULLY AND ACCURATELY SURVEYED, SUBDIVIDED, AND PLATTED THE TRACT OF LAND DESCRIBED HEREINAbove, AND THAT THE ACCOMPANYING PLAT IS A TRUE REPRESENTATION OF A SURVEY MADE ON THE GROUND USING GENERALLY ACCEPTED PRACTICES, AND MEETS OR EXCEEDS THE OKLAHOMA MINIMUM STANDARDS FOR THE PRACTICE OF LAND SURVEYING.

WITNESS MY HAND AND SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024.

BY: \_\_\_\_\_  
DAN E. TANNER  
LICENSED PROFESSIONAL LAND SURVEYOR  
OKLAHOMA NO. 1435



STATE OF OKLAHOMA )  
\_\_\_\_\_) SS  
COUNTY OF TULSA )

BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE, ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024, PERSONALLY APPEARED TO ME DAN E. TANNER KNOWN TO BE THE IDENTICAL PERSON WHO SUBSCRIBED HIS NAME AS LICENSED PROFESSIONAL LAND SURVEYOR TO THE FOREGOING CERTIFICATE, AS HIS FREE AND VOLUNTARY ACT AND DEED, FOR THE USES AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND SEAL THE DAY AND YEAR LAST ABOVE WRITTEN.

03/08/2028

MY COMMISSION EXPIRES \_\_\_\_\_

NOTARY PUBLIC





# 23221\_20250127\_Spring Creek Crossing Conditional Final Plat\_v1.pdf Markup Summary

## Callout (9)

**Subject:** Callout  
**Author:** JHensley

P04: Please submit address request form

P04: Please submit address request form

**Subject:** Callout  
**Author:** JHensley

P01: don't forget to remove for final

P01: don't forget to remove for final

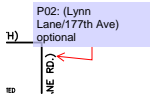
**Subject:** Callout  
**Author:** JHensley

P07: Use the current zoning and PUD



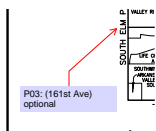
**Subject:** Callout  
**Author:** JHensley

P02: (Lynn Lane/177th Ave) optional



**Subject:** Callout  
**Author:** JHensley

P03: (161st Ave) optional



**Subject:** Callout  
**Author:** JHensley

P05: Per Previous review: Note wedge shaped lots are measured at the B/L

Table with 4 columns: Station, Distance, Bearing, and Distance. The table lists various survey points and distances.

Station	Distance	Bearing	Distance
1	100.00	N 00° 00' 00" E	100.00
2	100.00	N 00° 00' 00" E	100.00
3	100.00	N 00° 00' 00" E	100.00
4	100.00	N 00° 00' 00" E	100.00
5	100.00	N 00° 00' 00" E	100.00
6	100.00	N 00° 00' 00" E	100.00
7	100.00	N 00° 00' 00" E	100.00
8	100.00	N 00° 00' 00" E	100.00
9	100.00	N 00° 00' 00" E	100.00
10	100.00	N 00° 00' 00" E	100.00

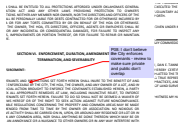
**Subject:** Callout  
**Author:** JHensley

P06: Please remove



**Subject:** Callout  
**Author:** JHensley

P08: I don't believe the City enforces covenants - review to make sure private and public don't overlap



**Subject:** Callout  
**Author:** JHensley

GEN: Make sure ROW and easements are agreeable with utility holders





Rectangle (3)

ENCLOSING, AND FENCING:  
ALL FENCING SHALL COMPLY WITH  
CITY ORDINANCE.

WITH PROPOSED RS-C ZONING, 50-FT  
PRESERVED ALONG THE WEST AND E  
RESIDENTIAL LOTS, WHICH AREAS SHA  
5' ASSOCIATION. WITHIN THE REQUIR  
ANY TREE WITH A MINIMUM OF 6 INC  
OF APPROVAL SHALL BE PRESERVED. O'

Subject: Rectangle  
Author: JHensley

REQUIRED WITHIN THE  
CT (TO BE RS-C)

Subject: Rectangle  
Author: JHensley

ENFORCEMENT:

COVENANTS AND RESTRICTIONS SET  
L BE ENFORCEABLE BY THE CITY. THE  
JUDICIAL ACTION BROUGHT TO ENF  
SEEK ALL APPROPRIATE REMEDIES /  
COVENANTS SET FORTH HEREIN. FAIL  
TERMS HEREOF OR OF THE RIGHT  
ONABLE REGULATIONS CONCERNING

Subject: Rectangle  
Author: JHensley



			REVISIONS		
REV. NO.		DESCRIPTION		DATE	
		REVISED NOTE		03/03/2025	
PAY QUANTITIES					
0300 TRAFFIC					
ITEM		DESCRIPTION		REF.	UNIT TOTAL
802(B) 0324		2" PVC SCH. 40 PLASTIC CONDUIT TRENCHED			LF 100
802(B) 0332		3" PVC SCH. 40 PLASTIC CONDUIT TRENCHED			LF 300
802(C) 0435		3" PVC HIGH DENSITY PE PIPE -- BORED			LF 840
803(A) 1220		PULL BOX (SIZE II)	(2)	EA	4
804(A) 2200		STRUCTURAL CONCRETE		CY	7.7
804(B) 2300		REINFORCING STEEL		LB	1160
805(A) 3244		(PL) REMOVAL OF GROUND MOUNTED SIGNS		LSUM	1
805(A) 3228		(PL)REMOVAL OF LIGHT POLE	(22)	EA	1
806(A) 4248		32' MH POLE 35' TS & 10' LMA (G.STL.)	(4, 14)	EA	1
806(A) 4252		32' MH POLE 40' TS & 10' LMA (G.STL.)	(4, 14)	EA	1
806(A) 4256		32' MH POLE 45' TS & 10' LMA (G.STL.)	(4, 14)	EA	1
806(A) 4264		32'MH POLE, 55' TS & 10' LMA (G.STL.)	(4, 14)	EA	1
806(B) 4408		10' MTG. HT. TS PED. POLE (G.STL.)	(14)	EA	4
809(A) 7200		ROADWAY LUMINAIRE	(15)	EA	4
810(A) 8200		SERVICE POLE	(TL-35)	EA	1
811 9125		1/C NO. 6 ELECT. COND.	(TP-1)(7)	LF	840
811 9130		1/C NO. 10 ELECT. COND.	(TP-1)(8)	LF	1874
825 8100		TRAFFIC SIGNAL CONTROLLER ASSEMBLY	(1, 18)	EA	1
828 0100		(PL) DETECTION SYSTEM (VIDEO)	(3)	LSUM	1
830 2100		PEDESTRIAN PUSHBUTTON	(9, 21)	EA	8
831 3116		1WAY 2SEC. ADJ. PED SIG. HD. S-20	(10, 17)	EA	8
831 3120		1WAY 3SEC. ADJ. SIG. HD. S-6	(5, 16)	EA	7
831 3144		1WAY 4SEC. ADJ. SIG. HD. S-13	(5, 16)	EA	4
831 3156		1WAY 5SEC. ADJ. SIG. HD. S-19	(5, 16)	EA	1
833 5100		BACKPLATE	(20)	EA	12
834(A) 6205		5/C TRAFFIC SIGNAL ELECTRICAL CABLE	(TP-1)	LF	370
834(A) 6210		7/C TRAFFIC SIGNAL ELECTRICAL CABLE	(TP-1)	LF	305
834(A) 6235		21/C TRAFFIC SIGNAL ELECTRICAL CABLE	(TP-1)	LF	775
834(B) 6300		2/C SHIELDED LOOP DETECTOR LEAD-IN CABLE	(TP-1)(11)	LF	1550
840(B) 0300		E.P.S OPTICAL DETECTOR	(12)	EA	4
840(C) 0400		E.P.S OPTICAL DETECTOR CABLE	(TP-1)(12)	LF	445
840(D) 0500		E.P.S 2 CHANNEL PHASE SELECTOR	(12)	EA	2
850(C) 1400		MAST ARM MOUNTED SIGN (ALUM.)	(6)	SF	55
850(A) 1200		SHEET ALUMINIUM SIGNS	(6, 23)	SF	18
851(C) 2415		2" SQUARE TUBE POST	(23)	LF	24
890 1100		(PL)TRAFFIC ITEMS (ILLUMINATED STREET NAME SIGNS)	(19)	LSUM	1
856(A) 8200		TRAFFIC STRIPE(MULTI-POLY.)(4" WIDE)	(TS-24)	LF	3155
856(A) 8208		TRAFFIC STRIPE(MULTI-POLY.)(8" WIDE)	(TS-26)	LF	111
856(A) 8216		TRAFFIC STRIPE(MULTI-POLY.)(24" WIDE)	(TS-28)	LF	529
856(B) 8304		TRAFFIC STRIPE(MULTI-POLY.)(ARROWS)		EA	14
857(F) 9700		PAVEMENT MRKNG.REMOVAL(TRAF.STRP)	(TS-32)	LF	2603
880(J) 7110		CONSTRUCTION TRAFFIC CONTROL	(TC-25), 24	LSUM	1

GENERAL CONSTRUCTION NOTES

(C-150) SYMBOLS AND LEGENDS ARE DIAGRAMMATIC ONLY AND LOCATIONS SHALL BE ADJUSTED FOR EXISTING FIELD CONDITIONS, BUT NO MAJOR ALTERATIONS OR RELOCATIONS WILL BE MADE WITHOUT FIRST CONSULTING WITH THE CITY OF BROKEN ARROW COMMUNITY DEVELOPMENT ENGINEERING SECTION SUPERVISOR AT 918-259-2400 EXT. 5452.

(C-151) THIS PROJECT SHALL BE CONSTRUCTED WITHOUT CLOSING THE EXISTING ROAD TO LOCAL AND THROUGH TRAFFIC.

(C-152) ALL BROKEN CONCRETE, WASTE MATERIAL, AND DEBRIS SHALL BECOME THE PROPERTY OF THE CONTRACTOR, AND SHALL BE REMOVED FROM THE LIMITS OF THE PROJECT AND DISPOSED OF IN AN AREA APPROVED BY THE ENGINEER, NO PAYMENT WILL BE MADE FOR THE DISPOSAL OF THIS MATERIAL.

(C-155) THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE HE MAY INFLECT TO THE EXISTING UNDERGROUND UTILITIES WITHIN THE PROJECT AREA AS A RESULT OF HIS DIGGING, TRENCHING, BORING, ETC. PRIOR TO DIGGING NEAR THE UTILITIES. THE CONTRACTOR SHALL CALL FOR A LIST OF ALL UNDERGROUND FACILITIES REGISTERED IN THE AREA OF CONSTRUCTION LISTED WITH THE FOLLOWING AGENCIES:  
          "OKIE" NOTIFICATION CENTER AT 811 OR 1 (800) 522 6543 OR WWW.CALLOKIE.COM OR  
          THE LOCAL COUNTY CLERK'S OFFICE.

DEPTH OF EXISTING UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.

PAY QUANTITY NOTES

(TC-25) ALL CONSTRUCTION TRAFFIC CONTROL WILL BE IMPLEMENTED ACCORDING TO CONSTRUCTION PLANS, AND INSTALLED IN A MANNER APPROVED BY THE ENGINEER, IN ACCORDANCE WITH CHAPTER VI OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. (CURRENT EDITION), AND COMPLIANT WITH APPLICABLE O.D.O.T. STANDARD DRAWINGS. PRICE BID FOR THIS ITEM SHALL BE PAYMENT IN FULL FOR THE INSTALLATION, MAINTENANCE, AND SUBSEQUENT REMOVAL OF ALL NECESSARY CONSTRUCTION TRAFFIC CONTROL DEVICES AND PAVEMENT MARKINGS REQUIRED FOR COMPLETION OF THE PROJECT.

ALL SIGNS AND BARRICADES WHICH ARE SHOWN WITH TYPE "A" LIGHTS IN THE STANDARD DRAWINGS SHALL HAVE THE CORRESPONDING LIGHT ATTACHED DURING NON-DAYLIGHT HOURS.

(TC-39) THE CONTRACTOR SHALL PROVIDE A PERSON, 24 HOURS A DAY, SEVEN DAYS A WEEK, AT THE CONSTRUCTION SITE TO MAINTAIN AND KEEP ALL TRAFFIC CONTROL DEVICES IN POSITION ANYTIME TRAFFIC IS DIRECTED AWAY FROM THE NORMAL TRAFFIC LANES OR ANYTIME THE ENGINEER DEEMS IT NECESSARY. THIS PERSON SHALL HOLD A CURRENT CERTIFICATION FROM THE AMERICAN TRAFFIC SAFETY SERVICES ASSOCIATION (ATSSA) OR THE OKLAHOMA TRAFFIC ENGINEERING ASSOCIATION (OTEA) AS A TRAFFIC CONTROL TECHNICIAN OR TRAFFIC CONTROL SUPERVISOR.

(TS-24) QUANTITY SHOWN INCLUDES 1410 L.F. TRAFFIC STRIPE (MULTI-POLYMER)(WHITE) AND 1745 L.F. TRAFFIC STRIPE(MULTI-POLYMER)(YELLOW) AND WILL BE MEASURED BY THE LINEAR FOOT OF FOUR INCH (4") WIDE TRAFFIC STRIPE.

(TS-26) QUANTITY SHOWN INCLUDES 0 L.F. TRAFFIC STRIPE (MULTI-POLYMER)(WHITE) AND 111 L.F. TRAFFIC STRIPE(MULTI-POLYMER)(YELLOW) AND WILL BE MEASURED BY THE LINEAR FOOT OF EIGHT INCH (8") WIDE TRAFFIC STRIPE.

(TS-28) QUANTITY SHOWN INCLUDES 529 L.F. TRAFFIC STRIPE (MULTI-POLYMER)(WHITE) AND WILL BE MEASURED BY THE LINEAR FOOT OF TWENTY-FOUR INCH (24") WIDE TRAFFIC STRIPE.

(TS-32) THE AMOUNT SHOWN IS AN APPROXIMATION AND THE ACTUAL AMOUNT OF REMOVAL, IF NECESSARY, SHALL BE DETERMINED BY THE ENGINEER. PRICE BID FOR PAVEMENT MARKING (TRAFFIC STRIPE) REMOVAL SHALL INCLUDE COST OF REMOVAL OF ARROWS, WORDS, AND SYMBOLS. THE PAVEMENT MARKING TO BE REMOVED SHALL BE CONSIDERED THERMOPLASTIC AND BID ACCORDINGLY.

DURING REMOVAL OF EXISTING STRIPING AND REPLACEMENT WITH NEW STRIPING, PERMANENT STRIPING SHALL BE REPLACED WITHIN 48 HOURS AFTER OLD STRIPING IS REMOVED.

(TL-35) FOR ADDITIONAL INFORMATION CONCERNING THE SERVICE POLE CONTACT THE FOLLOWING PRIOR TO INSTALLATION:  
UTILITY COMPANY.....AEP/PSO.  
CITY OF BROKEN ARROW.....GARY HARRIS AT (918) 259 7000 EXT. 7384

(TP-1) PAYMENT FOR THIS ITEM WILL BE BASED ON PLAN QUANTITY. SEE THE 2009 SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.

(I) THE CONTROLLER(S) TO BE FURNISHED ON THIS PROJECT SHALL HAVE A NATURAL ALUMINUM FINISH AND HAVE VEHICLE ACTUATED SOLID STATE DIGITAL CONTROLLER(S) WITH VOLUME DENSITY FEATURES. THE CONTRACTOR SHALL FURNISH THE CONTROLLER(S) AND MOUNTING FRAMES AS FOLLOWS:

INTERSECTION E
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CITY OF  
BROKEN ARROW  
Where opportunity lives



**Seratran**  
Improving Mobility  
15303 E. 104th St. N., Owasso, OK 74055-4836  
918-720-7625, [www.seratran.com](http://www.seratran.com)

E. 121ST ST. S. (E. TUCSON ST.)  
AND S. 3RD ST. INTERSECTION

## SIGNAL PAY QUANTITIES AND NOTES

PROFILE SCALE:		DESIGN	DATE	DRAFTED	DATE
HORIZ. --		JAS	02/20/2025	MA	01/15/2025
VERT. --		REVIEWED	DATE	APPROVED	DATE
DRAWING NAME:		SHEET 01 OF 07		PROJECT NO. 24002	

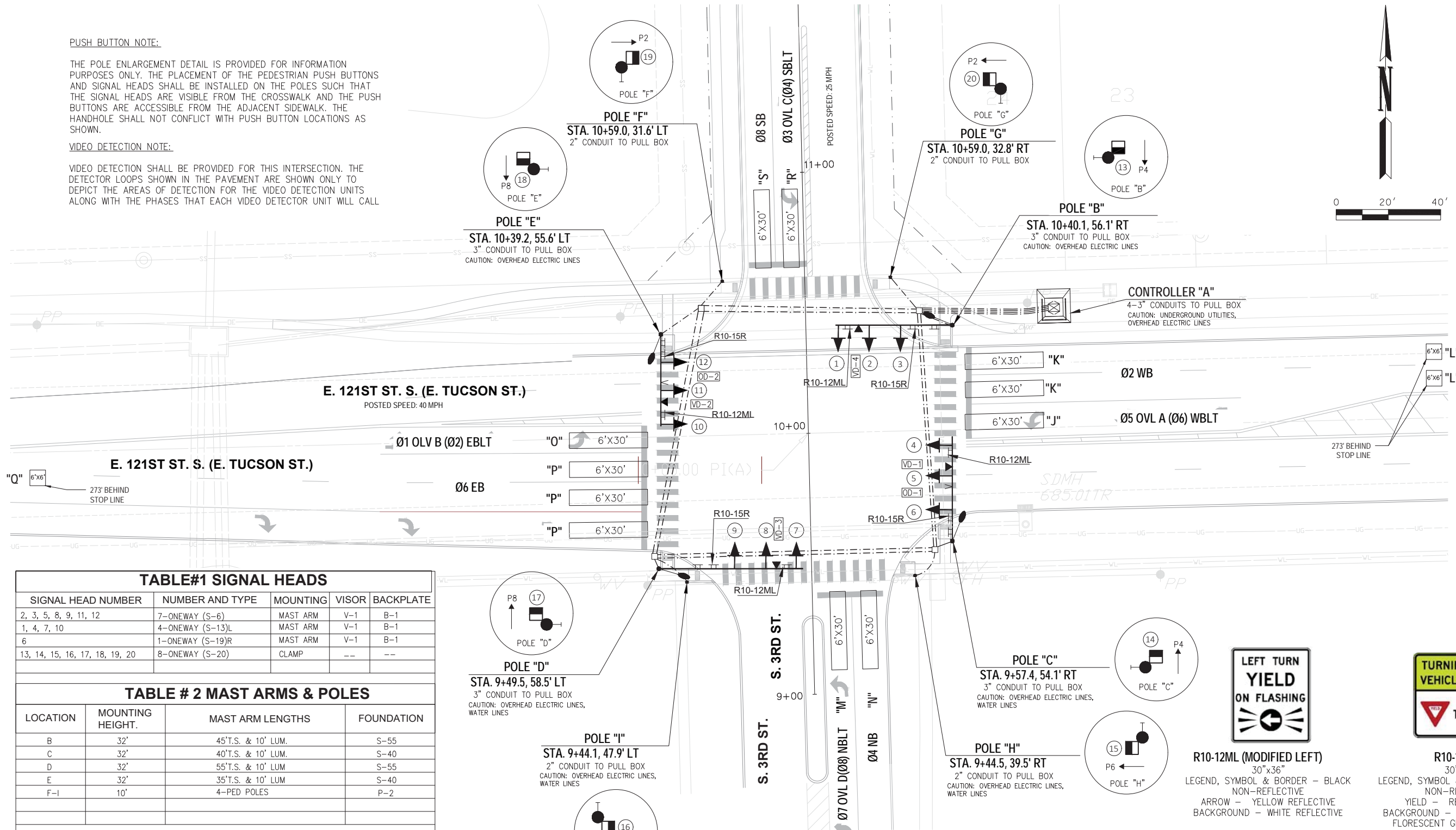


PUSH BUTTON NOTE:

THE POLE ENLARGEMENT DETAIL IS PROVIDED FOR INFORMATION PURPOSES ONLY. THE PLACEMENT OF THE PEDESTRIAN PUSH BUTTONS AND SIGNAL HEADS SHALL BE INSTALLED ON THE POLES SUCH THAT THE SIGNAL HEADS ARE VISIBLE FROM THE CROSSWALK AND THE PUSH BUTTONS ARE ACCESSIBLE FROM THE ADJACENT SIDEWALK. THE HANDHOLE SHALL NOT CONFLICT WITH PUSH BUTTON LOCATIONS AS SHOWN.

VIDEO DETECTION NOTE:

VIDEO DETECTION SHALL BE PROVIDED FOR THIS INTERSECTION. THE DETECTOR LOOPS SHOWN IN THE PAVEMENT ARE SHOWN ONLY TO DEPICT THE AREAS OF DETECTION FOR THE VIDEO DETECTION UNITS ALONG WITH THE PHASES THAT EACH VIDEO DETECTOR UNIT WILL CALL



LEGEND

1 1/2" ELEC. CONDUIT

2" ELEC. CONDUIT

3" ELEC. CONDUIT

4" ELEC. CONDUIT

EXISTING CONDUIT

SIZE II PULL BOX

EXISTING PULL BOX

SIZE III PULL BOX

SERVICE POLE

CONTROLLER

PEDESTRIAN PUSH BUTTON

WALK AND DON'T WALK

SIGNAL HEAD WITH BACKPLATE

LUMINAIRE WITH MAST ARM

OPTICAL DETECTOR

VIDEO DETECTION

STREET NAME SIGN

MAST ARM WITH POLE

SIGNAL HEAD NO.

MAST ARM & POLE WITH ABOVE SYMBOLS

DETECTOR LOOP/VIDEO DETECTION AREA

Mar/13/2025  
CITY OF BROKEN ARROW  
**NO EXCEPTIONS  
TAKEN**

TABLE#1 SIGNAL HEADS				
SIGNAL HEAD NUMBER	NUMBER AND TYPE	MOUNTING	VISOR	BACKPLATE
2, 3, 5, 8, 9, 11, 12	7-ONEWAY (S-6)	MAST ARM	V-1	B-1
1, 4, 7, 10	4-ONEWAY (S-13)L	MAST ARM	V-1	B-1
6	1-ONEWAY (S-19)R	MAST ARM	V-1	B-1
13, 14, 15, 16, 17, 18, 19, 20	8-ONEWAY (S-20)	CLAMP	--	--

TABLE # 2 MAST ARMS & POLES			
LOCATION	MOUNTING HEIGHT	MAST ARM LENGTHS	FOUNDATION
B	32'	45'T.S. & 10' LUM.	S-55
C	32'	40'T.S. & 10' LUM.	S-40
D	32'	55'T.S. & 10' LUM	S-55
E	32'	35'T.S. & 10' LUM	S-40
F-I	10'	4-PED POLES	P-2

TABLE # 3 ELECTRICAL CABLE							
ELECTRICAL CABLE TO CONTROLLER "A" LOCATION							
B-21C/2C	C-21C/2C	D-21C/2C	E-21C/2C	F-5C/2C	G-5C/2C	H-5C/2C	I-5C/2C

DATE	REVISIONS

Submitted  
March 12, 2025

I HEREBY CERTIFY THAT THESE CONTRACT DOCUMENTS COMPLY WITH THE ADOPTED ORDINANCES, SUBDIVISION REGULATIONS, ENGINEERING DESIGN CRITERIA, CONSTRUCTION STANDARDS AND SPECIFICATIONS OF THE CITY OF BROKEN ARROW. LIKEWISE, THESE DOCUMENTS COMPLY WITH ALL APPLICABLE STATE RULES AND REGULATIONS, SUCH AS OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY (ODEQ), AND FEDERAL LAWS AND RULES, SUCH AS UNITED STATES ARMY CORPS OF ENGINEERS (USACE) AND FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA).



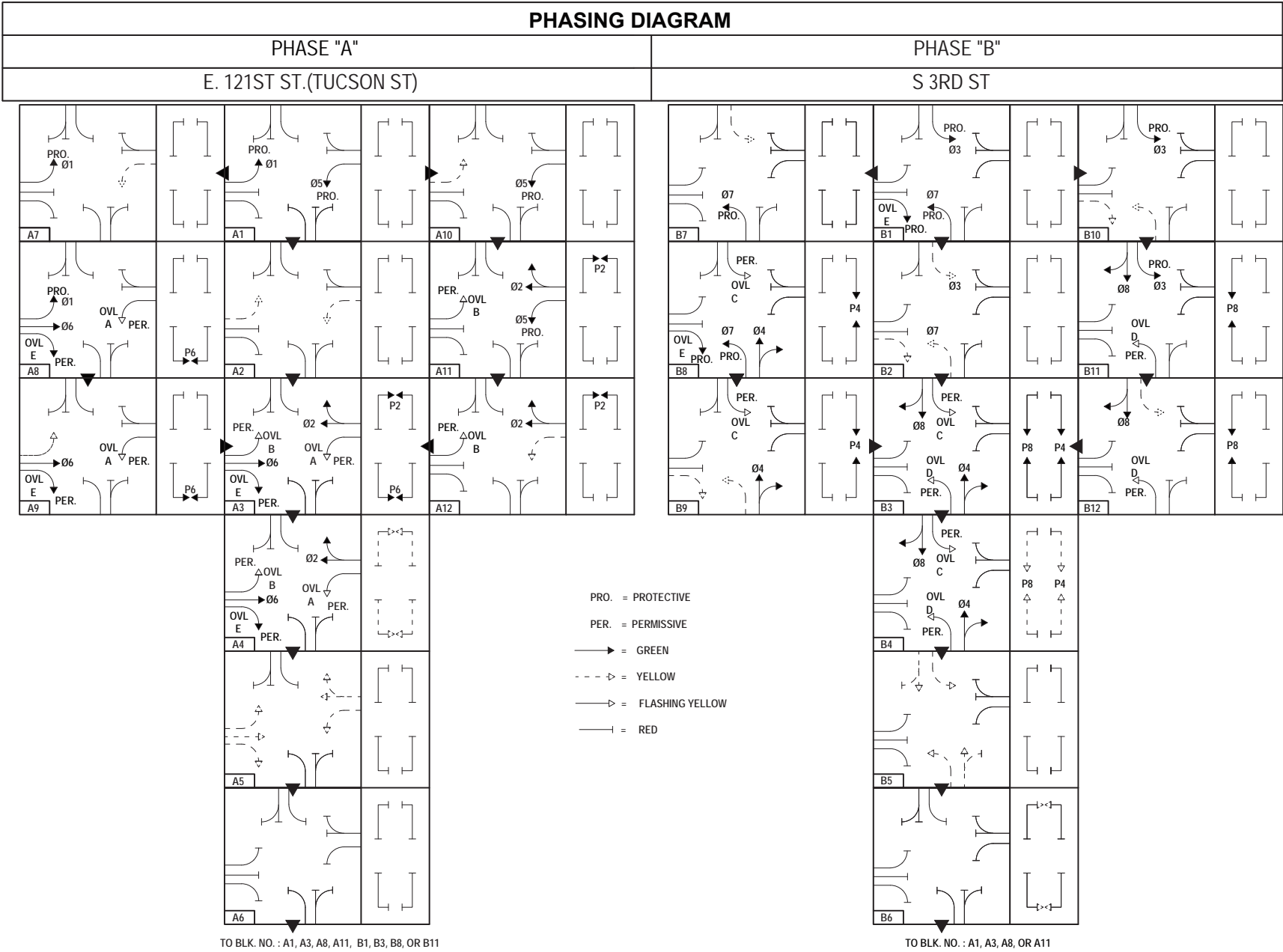
R10-15R  
30"x30"  
LEGEND, SYMBOL & BORDER - BLACK  
NON-REFLECTIVE  
YIELD - RED REFLECTIVE  
BACKGROUND - WHITE REFLECTIVE/  
FLORESCENT GREEN REFLECTIVE

*Jim A. Sitz*  
JIMMIE A. SITZ, P.E. NO. 17877  
C.A. NO. 9325

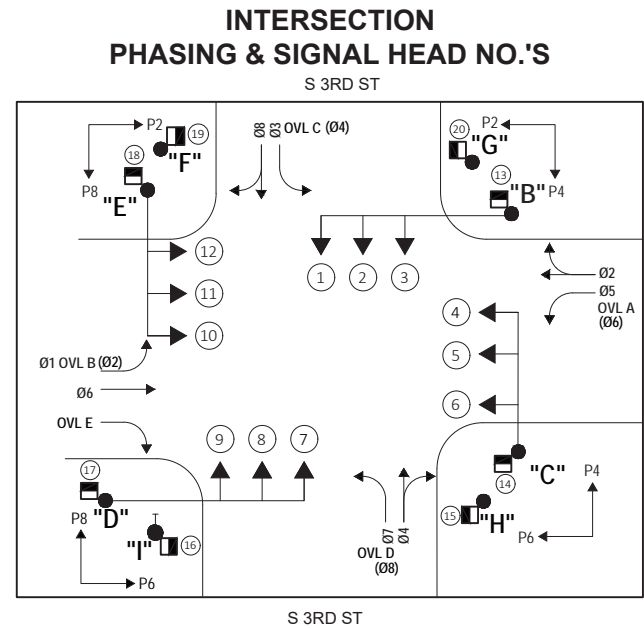


02-22-2025  
DATE





SEQUENCE CHART														
DIRECTION	BLOCK NO.	PHASE												
		05 OVL A	02	07 OVL D	04	01 OVL B	06	OVL E	03 OVL C	08	P2	P4	P6	P8
		SIGNAL HEAD NO.												
		10	11,12	1	2,3	4	5	6	7	8,9	19,20	13,14	15,16	17,18
01, 05 ROW	A1	←G	R	←R	R	←G	R	R	←R	R	DW	DW	DW	DW
01, 05 CL	A2	←Y	R	←R	R	←Y	R	R	←R	R	DW	DW	DW	DW
02, OVL A, 06, OVL B P2, P6 ROW	A3	←FY	G	←R	R	←FY	G	G	←R	R	W	DW	W	DW
02, OVL A, 06, OVL B ROW & P2,P6 CL	A4	←FY	G	←R	R	←FY	G	G	←R	R	FDW	DW	FDW	DW
02, OVL A, 06, OVL B CL	A5	←Y	Y	←R	R	←Y	Y	Y	←R	R	DW	DW	DW	DW
ALL RED	A6	←R	R	←R	R	←R	R	R	←R	R	DW	DW	DW	DW
01 ROW & 05 CL	A7	←Y	R	←R	R	←G	R	R	←R	R	DW	DW	DW	DW
01, 06, OVL A, & P6 ROW	A8	←FY	R	←R	R	←G	G	G	←R	R	DW	DW	W	DW
06, P2 ROW & 01 CL	A9	←FY	R	←R	R	←Y	G	G	←R	R	DW	DW	W	DW
05 ROW & 01 CL	A10	←G	R	←R	R	←Y	R	R	←R	R	DW	DW	DW	DW
02, OVL B, 05 & P2 ROW	A11	←G	G	←R	R	←FY	R	R	←R	R	W	DW	DW	DW
02, OVL B, P2 ROW & 05 CL	A12	←Y	G	←R	R	←FY	R	R	←R	R	W	DW	DW	DW
03, 07 ROW	B1	←R	R	←G	R	←R	R	R←G	←G	R	DW	DW	DW	DW
03, 07 CL	B2	←R	R	←Y	R	←R	R	R←Y	←Y	R	DW	DW	DW	DW
04, OVL C, 08, OVL D, P4, P8 ROW	B3	←R	R	←FY	G	←R	R	R	←FY	G	DW	W	DW	W
04, OVL C, 08, OVL D ROW & P4, P8 CL	B4	←R	R	←FY	G	←R	R	R	←FY	G	DW	FDW	DW	FDW
04, OVL C, 08, OVL D CL	B5	←R	R	←Y	Y	←R	R	R	←Y	Y	DW	DW	DW	DW
ALL RED	B6	←R	R	←R	R	←R	R	R	←R	R	DW	DW	DW	DW
07 ROW & 03 CL	B7	←R	R	←G	R	←R	R	R←G	←Y	R	DW	DW	DW	DW
07, 04, OVL C & P4 ROW	B8	←R	R	←G	G	←R	R	R←G	←FY	R	DW	W	DW	DW
04, OVL C, P4 ROW & 07 CL	B9	←R	R	←Y	G	←R	R	R←Y	←FY	R	DW	W	DW	DW
03 ROW & 07 CL	B10	←R	R	←Y	R	←R	R	R←Y	←G	R	DW	DW	DW	DW
03, 08, OVL D & P8 ROW	B11	←R	R	←FY	R	←R	R	R	←G	G	DW	DW	DW	W
08, OVL D, P8 ROW & 03 CL	B12	←R	R	←FY	R	←R	R	R	←Y	G	DW	DW	DW	W
FLASHING OPERATION	-	←FR	FR	←FR	FR	←FR	FR	FR	←FR	FR	-	-	-	-



Submitted  
March 12, 2025

Mar/13/2025  
CITY OF BROKEN ARROW  
**NO EXCEPTIONS  
TAKEN**

Jimmie A. Sitz, P.E. NO. 17377  
C.A. NO. 9325

02-22-2025  
DATE

LICENSED PROFESSIONAL ENGINEER  
JIMMIE ANDREW SITZ  
17377  
OKLAHOMA

DATE	REVISIONS





E. 121ST ST. S. (E. TUCSON ST.)  
AND S. 3RD ST. INTERSECTION

## SIGNAL WIRING DIAGRAM

PROFILE SCALE:	DESIGN	DATE	DRAFTED	DATE
HORZ. --	JAS	02/20/2025	MA	01/15/2025
VERT. --	REVIEWED	DATE	APPROVED	DATE
DRAWING NAME:	SHEET 04	PROJECT NO. 24002		
	OF 07			

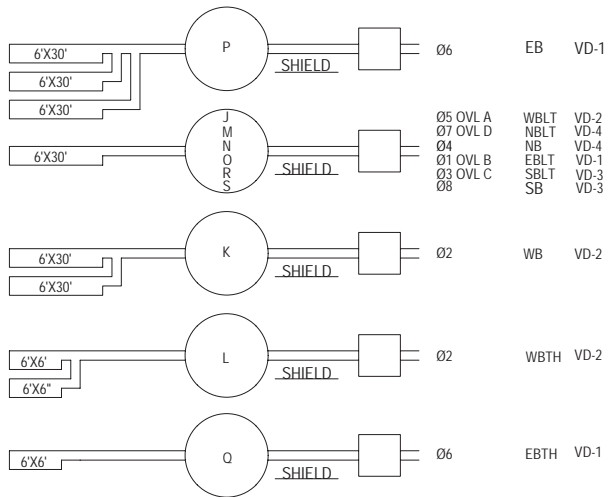
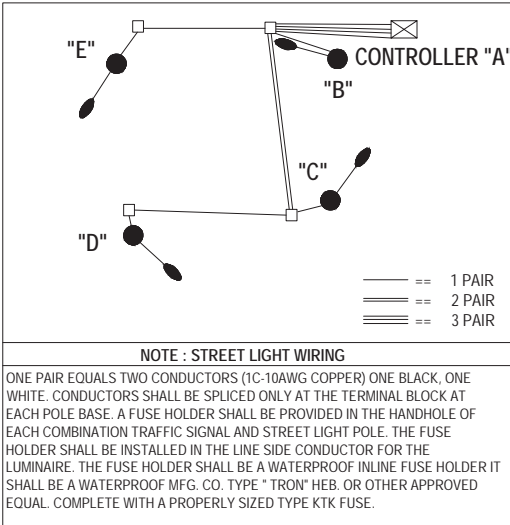
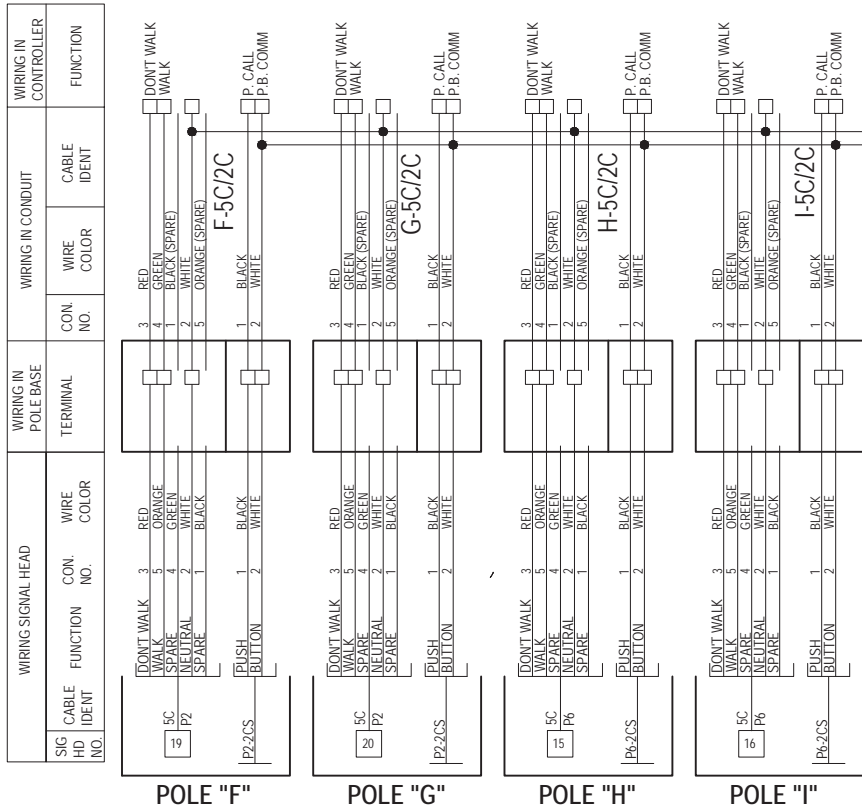
Submitted  
March 12, 2025

*Jim A. Sitz*  
JIMMIE A. SITZ, P.E. NO. 17377  
C.A. NO. 9325  
02-22-2025  
DATE

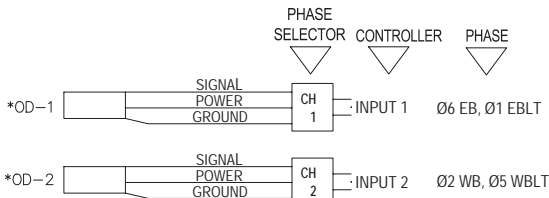


Mar/13/2025  
CITY OF BROKEN ARROW  
**NO EXCEPTIONS  
TAKEN**

DATE	REVISIONS



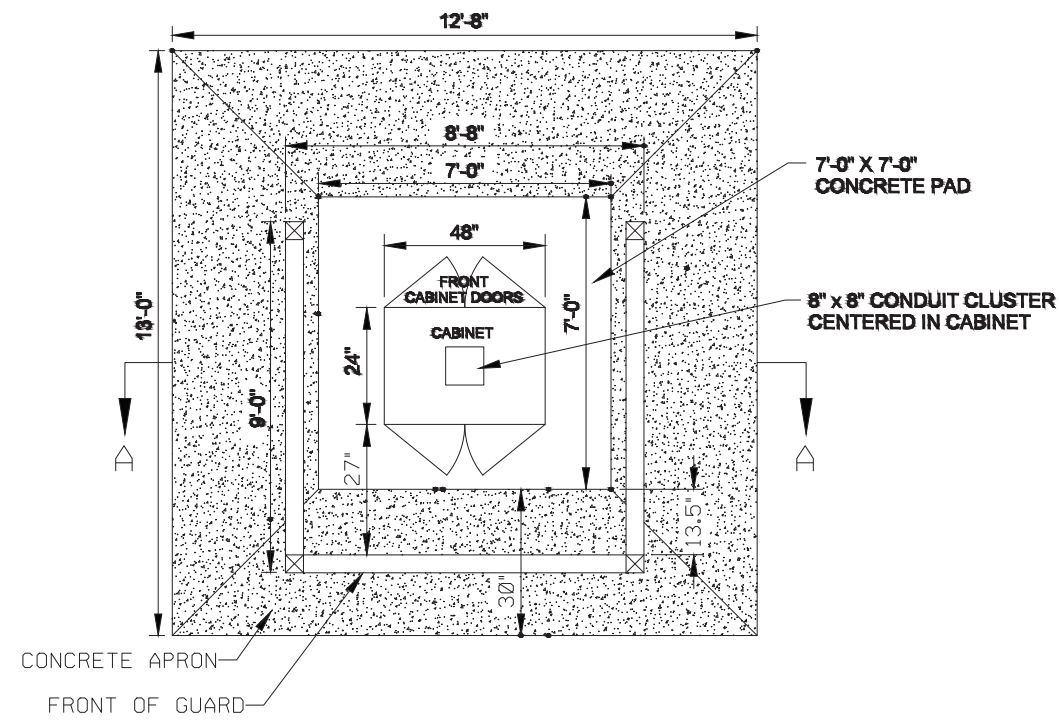
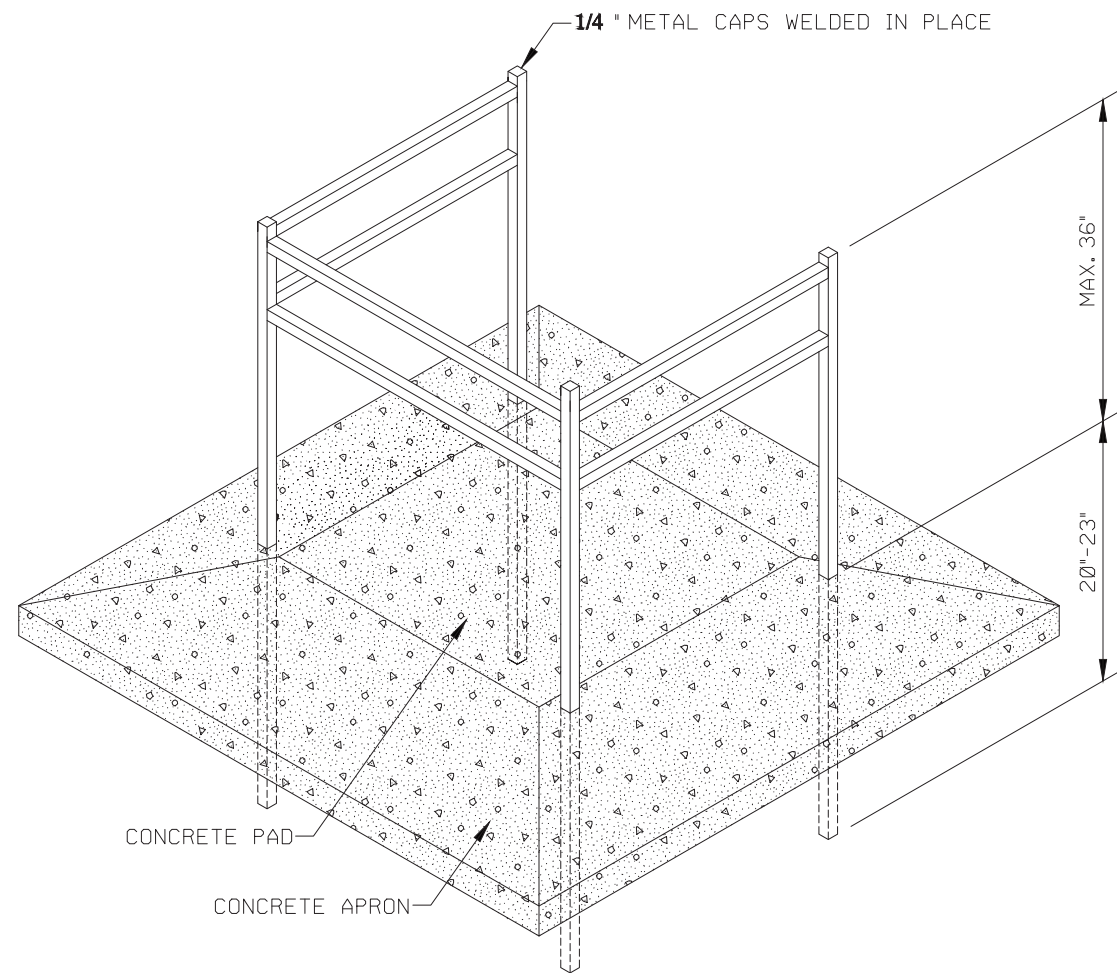
### VIDEO DETECTION AREAS



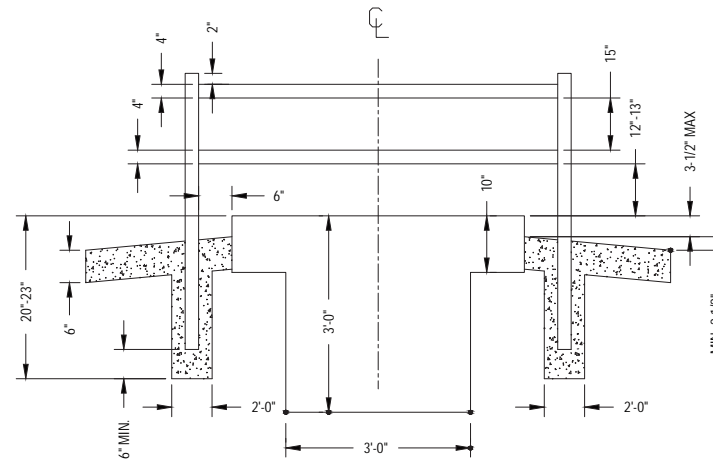
### PRE-EMPTOR DETAILS

\*OPTICAL DETECTOR





### PLACEMENT TOP VIEW - CABINET GUARD



SECTION A-A

### PLACEMENT FRONT VIEW

NOTE: HORIZONTAL DIMENSIONS MUST BE CHECKED AND ADJUSTED BY CONTRACTOR AS NECESSARY TO ASSURE THAT THE CONTROLLER CABINET AND BATTERY BACKUP CABINET DOORS HAVE ROOM TO OPEN AND A PERSON HAS ROOM TO WORK WITHIN GUARDED AREA. GUARD SHALL NOT BE SMALLER THAN 8'-8"x9'-0", AS SHOWN. APRON TO BE FORMED AND FINISHED CONCRETE.

- NOTES:

1. TOLERANCE OF CABINET GUARD SHALL BE  $\frac{1}{4}$ " MEASURED FROM DIAGONAL. HORIZONTAL MEMBERS SHALL BE PLUMB AND LEVEL. GUARD SHALL BE CENTERED AROUND CONTROLLER BASE.
2. LOCATION AND ORIENTATION OF CABINET AND CABINET GUARD TO BE APPROVED BY THE GENERAL SERVICES SUPERINTENDENT PRIOR TO INSTALLATION.
3. GUARD TO BE FABRICATED FROM 4" SCHEDULE 80 SQUARE STEEL TUBING.
4. COMPLETED CABINET GUARD SHALL BE PAINTED WITH TWO COATS OF "BRONZE" RUSTOLEUM EXTERIOR PAINT, OR APPROVED EQUAL.

DATE	REVISIONS



**Seratran**  
*Improving Mobility*  
15303 E. 104th St. N., Owasso, OK 74055-48  
918-720-7625, [www.seratran.com](http://www.seratran.com)

E. 121ST ST. S. (E. TUCSON ST.)  
AND S. 3RD ST. INTERSECTION

## CABINET GUARD DETAIL

Mar/13/2025  
CITY OF BROKEN ARROW  
**NO EXCEPTIONS  
TAKEN**

Submitted  
March 12, 2025

Jimmie A. Sitz  
JIMMIE A. SITZ, P.E. NO. 11877  
C.A. NO. 9325

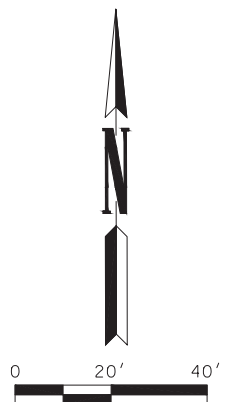
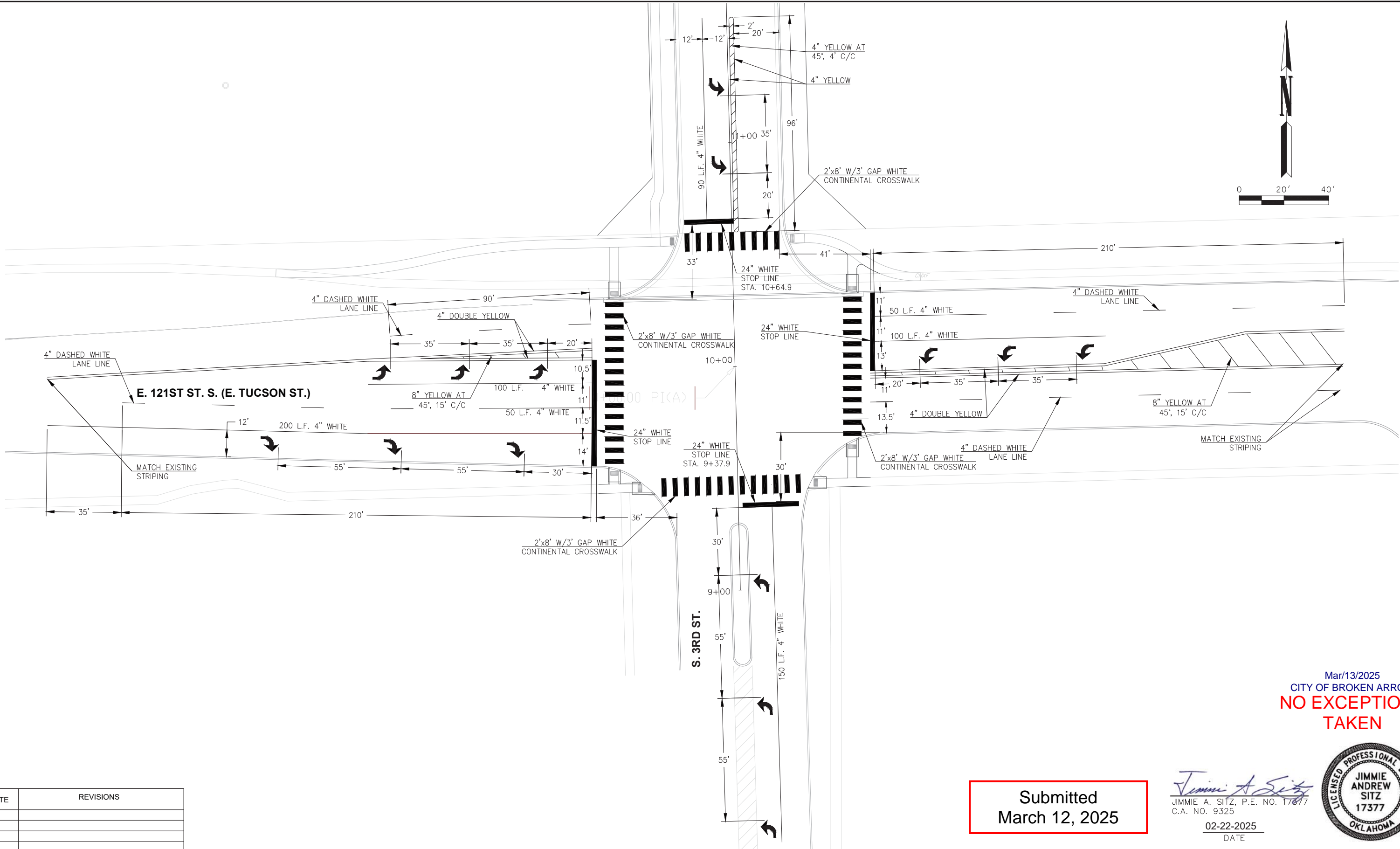
02-22-2025  
DATE



PROFILE SCALE:  HORZ.    -- VERT.     --	DESIGN	DATE	DRAFTED	DATE
	JAS	02/20/2025	MA	01/15/2025
	REVIEWED	DATE	APPROVED	DATE
DRAWING NAME:	SHEET    05 OF        07		PROJECT NO. 24002	



96 2/12/2024



DATE	REVISIONS

Submitted  
March 12, 2025

Mar/13/2025  
CITY OF BROKEN ARROW  
**NO EXCEPTIONS  
TAKEN**

*Jimmie A. Sitz*  
JIMMIE A. SITZ, P.E. NO. 17677  
C.A. NO. 9325

02-22-2025  
DATE



E. 121ST ST. S. (E. TUCSON ST.)  
AND S. 3RD ST. INTERSECTION

STRIPING PLAN

PROFILE SCALE:	DESIGN	DATE	DRAFTED	DATE
HORZ. --	JAS	02/20/2025	MA	01/15/2025
VERT. --	REVIEWED	DATE	APPROVED	DATE
DRAWING NAME:	SHEET 06	PROJECT NO. 24002		
	OF 07			





PORTABLE SIGN WITH  
48" CW20-1 (AHEAD)



PORTABLE SIGN WITH  
48" CW20-1 (AHEAD)



E. 121ST ST. S. (E. TUCSON ST.)

ARROW/ATTENUATOR TRUCK FOR  
LOOP INSTALLATION (IF REQUIRED)  
AND SIGNAL HEAD ADJUSTMENT

TYPICAL TEMPORARY LANE CLOSURE  
FOR INSTALLING DETECTION  
AND SIGNAL HEAD ADJUSTMENTS

DETECTION ZONE  
TYPICAL  
100.00 P.I.(A)

BUCKET TRUCK FOR SIGNAL HEAD  
ADJUSTMENT - TO BE PARKED IN  
THE LANE WITH 4 TRAFFIC CONES  
AND OUT OF OPPOSING TRAFFIC

NOTE:

PROPOSED STRIPING CONDITION IS SHOWN FOR TRAFFIC CONTROL ON  
SIGNAL DETECTION OR SIGNAL HEAD ADJUSTMENT. ONE APPROACH  
SIGNAL CONFIGURATION IS SHOWN TO REPRESENT TYPICAL TRAFFIC  
CONTROL NEEDS FOR SUCH WORK.

Submitted  
March 12, 2025

Mar/13/2025  
CITY OF BROKEN ARROW  
**NO EXCEPTIONS  
TAKEN**

*Jimmie A. Sitz*  
JIMMIE A. SITZ, P.E. NO. 17377  
C.A. NO. 9325

02-22-2025  
DATE



DATE	REVISIONS



E. 121ST ST. S. (E. TUCSON ST.)  
AND S. 3RD ST. INTERSECTION

TYPICAL SIGNAL  
TRAFFIC CONTROL

PROFILE SCALE:	DESIGN	DATE	DRAFTED	DATE
HORZ. --	JAS	02/20/2025	MA	01/15/2025
VERT. --	REVIEWED	DATE	APPROVED	DATE
DRAWING NAME:	SHEET 07 OF 07	PROJECT NO. 24002		

2/12/2024 964





# City of Broken Arrow

## Request for Action

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**File #: 25-753, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Consideration, discussion, and possible approval of COMP-002093-2025(Comprehensive Plan Change), Aequitas Tucson Development, 11.72 acres, Levels 2 & 3 to Levels 3 6, & Greenway/Floodplain, located approximately one-eighth mile south of Tucson Street (121st Street) and one-half mile west of Elm Place (161st East Avenue)

**Background:**

COMP-002093-2025 is a request to change the Comprehensive Plan designation from Levels 2 (Urban Residential) & 3 (Transition Area) to Levels 3 (Transition Area), 6 (Regional Employment/Commercial), & Greenway/Floodplain on approximately 11.72 acres which is currently unplatted. The property is located approximately one-eighth mile south of Tucson Street (121st Street) and one-half mile west of Elm Place (161st East Avenue).

The eastern portion of this property was approved by the City Council on July 19, 2022 for RM zoning with PUD-340. PUD-340 and BAZ-2113 were approved subject to the property being platted. At this time there have been no plats filed on the property. If this comprehensive plan amendment is approved and a PUD and rezoning applied for on this parcel, the previous zoning case and PUD would be abrogated.

The applicant is requesting this change to the comprehensive plan for the purpose of developing the property for three separate uses, divided by an area of floodplain. Pending approval of this amendment to the comprehensive plan, the applicant intends to submit a rezoning request to change the zoning to RM (Residential Multi-Family) on the west, IL (Industrial Light) towards the center of the property and CH (Commercial Heavy) on the east, along with a PUD. The applicant has provided a draft PUD document showing conceptual plans/regulations for this development. More details can be found in the attached draft PUD document. Please note that the PUD is a draft only and not being reviewed for approval.

The density of multi-family units meets what is permitted by the Zoning Ordinance within a PUD.

- The RM district requires a minimum gross land area per dwelling of 2,200 square feet.
- Development Area C contains approximately 150,000 square feet dedicated to residential development.
- This allows approximately 68 units in the area shown to be developed as multi-family.

The proposed driveways shown in the exhibits do not meet the minimum separation requirements of the zoning ordinance. The separation requirements may limit the total number of driveways onto Tucson Street and will be addressed with the future PUD and rezoning applications.

According to FEMA Maps, the center portion of this property is located within the 100-year floodplain. Future surveys done during the engineering and platting phases will ensure none of this property is located within the



100-year floodplain or require that any such area to be placed in a reserve area. Water and Sanitary Sewer are available from the City of Broken Arrow.

This item was heard by Planning Commission on May 22, 2025, and was approved with a 4-0 vote per Staff recommendation. Staff recommended approval of COMP-002093-2025, subject to the approval of a PUD similar in context being approved on the property and the property being platted. One neighboring resident provided a letter in opposition to this request. Their concerns included the possible reduction of green spaces around the flood zone and this project not being constructed on the property north of Tucson Street.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Director of Community Development

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

**Attachments:** Planning Commission Staff Report  
Case Map  
Aerial Photo  
Current Comprehensive Plan  
Aequitas Tucson Development Conceptual PUD

**Recommendation:**

Approve COMP-002093-2025 per Planning Commission and Staff recommendation.





# City of Broken Arrow

## Request for Action

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**File #:** 25-689, **Version:** 1

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**Broken Arrow Planning Commission  
05-22-2025**

**To:** Chairman and Commission Members  
**From:** Community Development Department  
**Title:**

Public hearing, consideration, and possible action regarding COMP-002093-2025 (Comprehensive Plan Change), Aequitas Tucson Development, 11.72 acres, Levels 2 & 3 to Levels 3 6, & Greenway/Floodplain, located approximately one-eighth mile south of Tucson Street (121st Street) and one-half mile west of Elm Place (161st East Avenue)

**Background:**

**Applicant:** Wallace Design Collective  
**Owner:** Aequitas Holdings, LLC  
**Developer:** N/A  
**Engineer:** Wallace Design Collective  
**Location:** Approximately one-eighth mile south of Tucson Street (121st Street) and one-half mile west of Elm Place (161st East Avenue)  
**Size of Tract** 11.72 acres  
**Number of Lots:** 1  
**Present Zoning:** A-1 (Agricultural)  
**Comp Plan:** Levels 2 & 3 to Levels 3 6, & Greenway/Floodplain,

COMP-002093-2025 is a request to change the Comprehensive Plan designation from Levels 2 (Urban Residential) & 3 (Transition Area) to Levels 3 (Transition Area), 6 (Regional Employment/Commercial), & Greenway/Floodplain on approximately 11.72 acres which is currently unplatted. The property is located approximately one-eighth mile south of Tucson Street (121st Street) and one-half mile west of Elm Place (161st East Avenue).

The eastern portion of this property was approved by the City Council on July 19, 2022 for RM zoning with PUD-340. PUD-340 and BAZ-2113 were approved subject to the property being platted. At this time there have been no plats filed on the property. If this comprehensive plan amendment is approved and a PUD and rezoning applied for on this parcel, the previous zoning case and PUD would be abrogated.

The applicant is requesting this change to the comprehensive plan for the purpose of developing the property for three separate uses, divided by an area of floodplain. Pending approval of this amendment to the comprehensive plan, the applicant intends to submit a rezoning request to change the zoning to RM (Residential Multi-Family) on the west, IL (Industrial Light) towards the center of the property and CH (Commercial Heavy) on the east, along with a PUD. The applicant has provided a draft PUD document showing conceptual plans/regulations for this development. More details can be found in the attached draft



PUD document. Please note that the PUD is a draft only and not being reviewed for approval.

	Development Area A Proposed CH Standards	Development Area B Proposed IL Standards	Development Area C Proposed RM Standards
Permitted Uses	See PUD, specified uses that would normally be permitted in CH zoning	See PUD, specified uses that would normally be permitted in IL zoning	Duplex and Multi-Family dwellings, age restricted to 55 and older
Number of Units	N/A	N/A Executive Garage/storage maximum of 32,000 square feet No maximum for all other uses	Maximum of 55 units
Lot Frontage	100 feet for the development area, internal lots within the development do not have a minimum lot frontage	100 feet for the development area, internal lots within the development do not have a minimum lot frontage	100 feet for the development area, internal lots within the development do not have a minimum lot frontage
Building Height	4 stories or 50 Feet NOT abutting residential uses 2 stories or 35 Feet abutting residential uses	4 stories or 50 Feet NOT abutting residential uses 2 stories or 35 Feet abutting residential uses	2 stories or 35 Feet
Building Setbacks	Tucson: 50' South Boundary of A: 0' West Boundary of A: 0' South Boundary of A: 15'	Tucson: 20' South Boundary of A: 20' East Boundary of A: 15' South Boundary of A: 0'	Tucson: 20' South Boundary of B: 20' East Boundary of B: 0' South Boundary of B: 20'
Landscape Buffer	No Landscape buffer required	A 20' landscape buffer shall be provided along the southern boundary of Development Area B	A 20' landscape buffer shall be provided along the southern boundary of Development Area B

The density of multi-family units meets what is permitted by the Zoning Ordinance within a PUD.

- The RM district requires a minimum gross land area per dwelling of 2,200 square feet.



- Development Area C contains approximately 150,000 square feet dedicated to residential development.
- This allows approximately 68 units in the area shown to be developed as multi-family.

The proposed driveways shown in the exhibits do not meet the minimum separation requirements of the zoning ordinance. The separation requirements may limit the total number of driveways onto Tucson Street and will be addressed with the future PUD and rezoning applications.

Amending the Comprehensive Plan to Levels 3, 6, & Greenway/Floodplain, could potentially support a future rezoning to any zoning district identified as possible or allowed within the Comprehensive Plan level. Table 4-1: Land Use Intensity System Zoning District Table, of the Comprehensive Plan identifies these potential districts.

Table 4-1: Land Use Intensity System Zoning Districts Table

Zoning Districts	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6	Level 7
A-1: Agricultural District	Allowed						
RE: Residential Estate District	Allowed						
RS-1: SF Residential District	Allowed						
R-2: SF Residential District	Possible	Allowed	Possible				
RS-2: SF Residential District	Possible	Allowed	Possible				
RS-3: SF Residential District	Possible	Allowed	Possible				
RS-4: SF Residential District		Allowed	Allowed				
RD: Residential Duplex District		Possible	Allowed				
RM: Residential MF District			Allowed	Possible	Possible		
RMH: Residential Mobile Home District			Allowed				
NM: Neighborhood Mixed Use District			Allowed	Allowed			
CM: Community Mixed-Use District			Possible	Allowed			
DM: Downtown Mixed-Use Core District					Allowed		
DF: Downtown Fringe District					Allowed		
ON: Office Neighborhood District		Possible	Allowed	Allowed	Possible		
CN: Commercial Neighborhood District				Allowed	Possible	Allowed	
CG: Commercial General District				Allowed	Possible	Allowed	
CH: Commercial Heavy District						Allowed	Possible
IL: Industrial Light District						Possible	Allowed
IH: Industrial Heavy District							Allowed

## SURROUNDING LAND USES/ZONING/COMPREHENSIVE PLAN

The surrounding properties contain the following uses, along with the following development guide and zoning designations:

Location	Comprehensive Plan	Zoning	Land Use
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North	Levels 6, 3, and Greenway/Floodplain	CH & RM	Undeveloped commercial and apartments
East	Level 4	A-1	Large Lot Single-Family Residential
South	Levels 2, 3, and Greenway/Floodplain	A-1	Large Lot Single-Family Residential
West	Level 2	R-2	Single-Family Residential

According to FEMA Maps, the center portion of this property is located within the 100-year floodplain. Future surveys done during the engineering and platting phases will ensure none of this property is located within the 100-year floodplain or require that any such area to be placed in a reserve area. Water and Sanitary Sewer are available from the City of Broken Arrow.

**Attachments:** Case Map  
Aerial Photo  
Current Comprehensive Plan Map  
Aequitas Tucson Development Draft PUD

**Recommendation:**

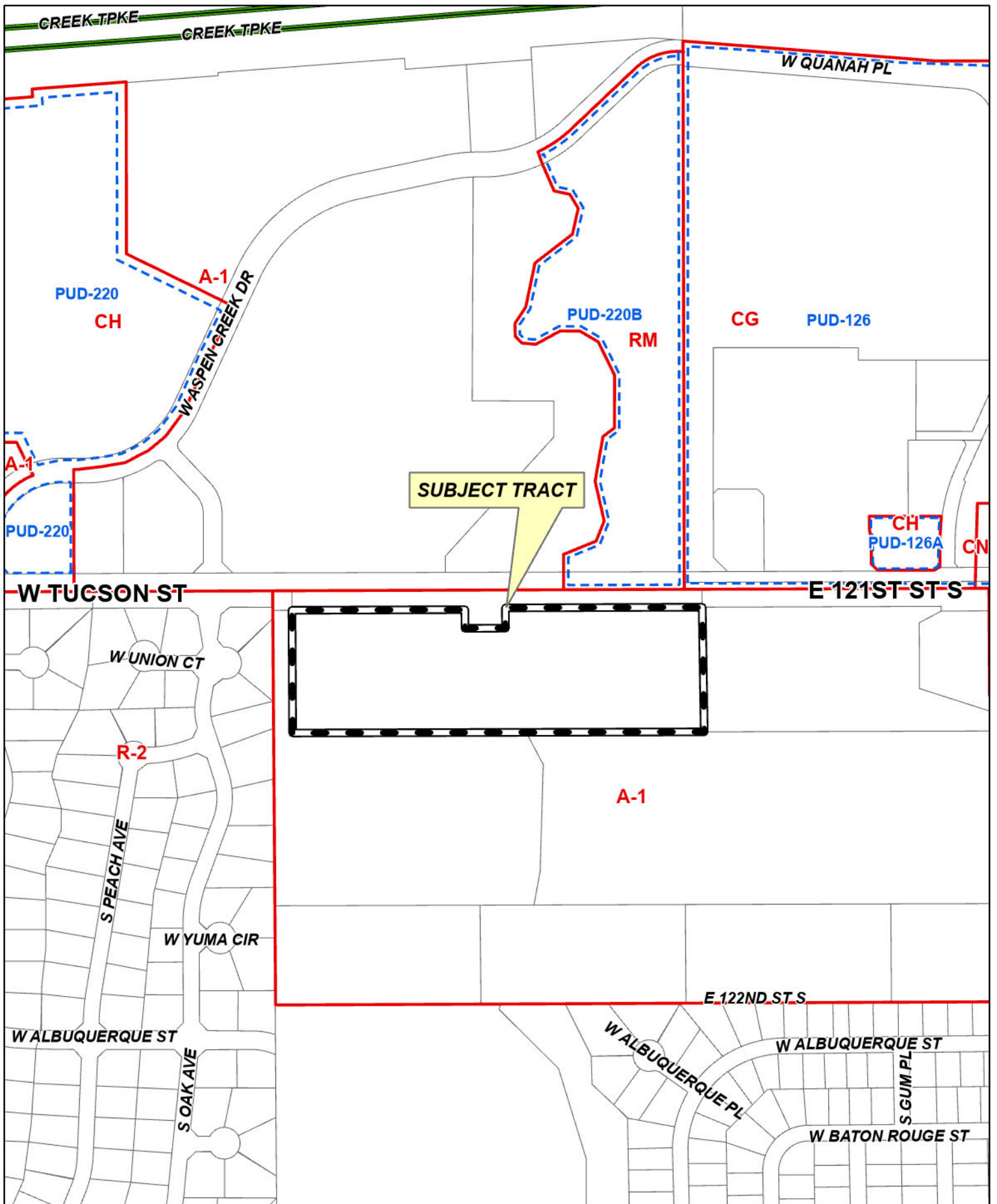
Based on the location of the property and surrounding land uses, Staff recommends COMP-002093-2025 be approved, subject to the approval of a PUD similar in context being approved on the property and the property being platted.

**Reviewed by: Amanda Yamaguchi**

**Approved by: Rocky Henkel**

ALY



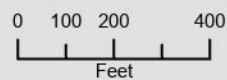


300' Radius



Subject  
Tract

**COMP-002093-2025**



03 17-14







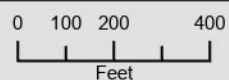
SUBJECT TRACT

Note: Graphic overlays may not precisely align with physical features on the ground.  
Aerial Photo Date: 2023



Subject Tract

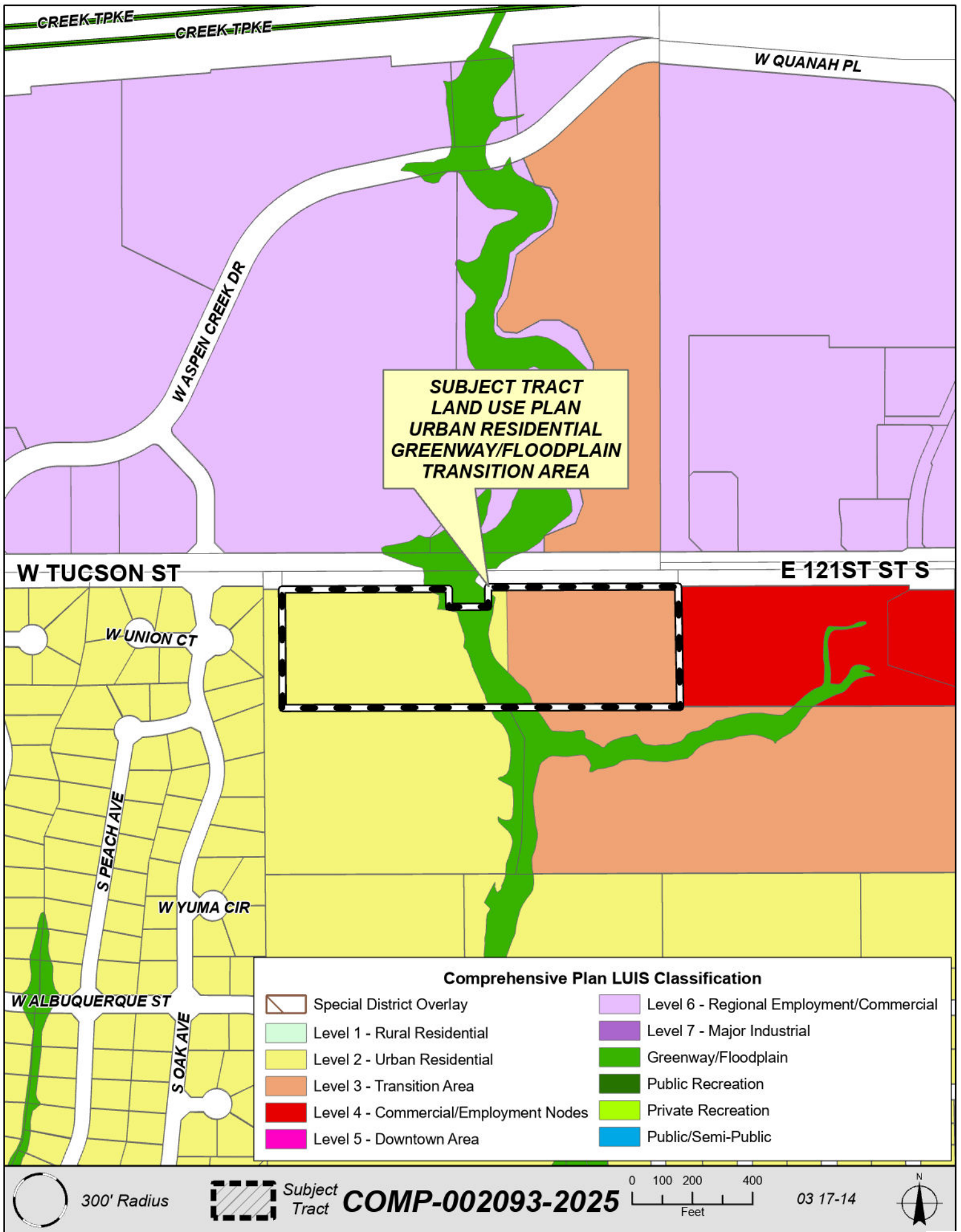
COMP-002093-2025



03 17-14





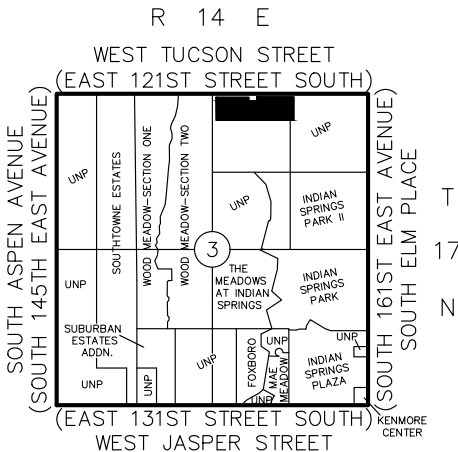




# PUD-XXXXXX-2025

## Aequitas Tuscon Development Planned Unit Development

THE EAST 1321.6 FEET OF THE WEST 1381.6 FEET OF THE NORTH 450 FEET OF THE NORTHEAST QUARTER (NE/4) OF SECTION THREE (3), TOWNSHIP SEVENTEEN (17) NORTH, RANGE FOURTEEN (14) EAST OF THE INDIAN BASE AND MERIDIAN, TULSA COUNTY, STATE OF OKLAHOMA, ACCORDING TO THE UNITED STATES GOVERNMENT SURVEY THEREOF, SUBJECT TO THAT PART DEEDED TO THE CITY OF BROKEN ARROW AS PERMANENT RIGHT OF WAY, AND SUBJECT TO THAT PART LYING WITHIN THE 24.75 FOOT STATUTORY RIGHT OF WAY RUNNING ALONG THE NORTH LINE OF SAID NORTHEAST QUARTER (NE/4)



Location Map

### OWNER

AEQUITAS HOLDINGS LLC  
824 W JASPER ST  
BROKEN ARROW, OK 74011

### APPLICANT

WALLACE DESIGN COLLECTIVE, PC  
123 N MARTIN LUTHER KING JR BLVD  
TULSA, OK 74103



NORTH

**MARCH 2025**  
**MAY 2025**



wallace  
design  
collective



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**I. LEGAL DESCRIPTION:**

The East 1321.6 feet of the West 1381.6 feet of the North 450 feet of the Northeast Quarter (NE/4) of Section Three (3), Township Seventeen (17) North, Range Fourteen (14) East of the Indian Base and Meridian, Tulsa County, State of Oklahoma, according to the United States Government Survey thereof, subject to that part deeded to the City Of Broken Arrow as permanent Right of Way, and subject to that part lying within the 24.75 foot statutory Right of Way running along the North line of said Northeast Quarter (NE/4), said parts being more particularly described as follows:

Commencing at the Northwest corner of Said Northeast Quarter (NE/4); Thence North 88°37'29" East along the North line of said Northeast Quarter (NE/4) a distance of 60.00 feet to the Point Of Beginning; Thence North 88°37'29" East along the North line of said North East Quarter (NE/4) a distance of 1321.11 feet; Thence South 01°31'54" East a distance of 55.00 feet; Thence South 88°37'29" West Parallel to the North line of said Northeast Quarter (NE/4) a distance of 631.26 feet; Thence South 01°22'31" East perpendicular to the North line of said Northeast Quarter (NE/4) a distance of 65.00 feet; Thence South 88°37'29" West parallel to the North line of said Northeast Quarter (NE/4) a distance of 130.00 feet; Thence North 01°22'31" West perpendicular to the North line of said North East Quarter (NE/4) a distance of 60.00 feet; Thence South 88°37'29" West parallel to the north line of said North East Quarter (NE/4) a distance of 559.80 feet; Thence North 01°33'53" West a distance of 60.00 feet to the Point Of Beginning.



## II. DEVELOPMENT CONCEPT:

Aequitas Tucson Development is a proposed mixed-use development submitted as a Planned Unit Development (PUD) pursuant to the provisions of the City of Broken Arrow Zoning Code. The site consists of 11.72 acres, located approximately one quarter mile west of the intersection of West Tucson Street (E 121<sup>st</sup> Street South). The site is bounded on the east by undeveloped land zoned A-1 (Agriculture); to the west is the Wood Meadow residential development, zoned R-2 (Single Family Residential); to the north is a commercial area known as The Shops at Aspen Creek.

*The proposed Aequitas Tucson PUD is designated as a Level 2, Urban Residential, and Level 3, Transitional Area, in the City of Broken Arrow Comprehensive Plan. Prior to the submission of this PUD a change in the Comprehensive Plan Land Use will be submitted to request a Level 3 and Level 6 designation.* The PUD site currently has an underlying zoning of A-1 (Agriculture); submitted concurrently with this PUD application is a rezoning request from A-1 (Agriculture) to RM (Residential Multi-Family), CH (Commercial Heavy Industrial), and I-L (Industrial Light District) to allow for a development of row houses/townhomes for individuals 55 years and old, “executive garage/storage” mini-storage, retail, office/warehouse, and traditional mini-storage development.

The site will be split in two Development Areas, A and B, on each side of the floodplain that runs through the middle of the site. Development Area A will include the office/warehouse and mini storage uses. The row houses/townhome and “executive garage/storage” will be within Development Area B. There are a maximum of 55 row homes/townhomes proposed and a maximum of 32,000 square feet of executive garage/storage space. There are several stormwater detention facilities proposed on the site. The PUD will also include a buffer along the western and southern boundary adjacent to the residential uses. The buffers and stormwater detention facilities will all be placed in reserve areas. The total reserve area provided in Development Area B exceeds 18 percent.

As mentioned above, the PUD site is split through the middle by a floodplain and a USGS blue line. This gives the site significant elevation change with the western half having over a 30-foot change in grade over approximately 625 feet. The existing drainage patterns will be maintained with the proposed development. The soil types for the project are typical for the area and should create no unusual developmental problems.

The PUD will be served by private drives, with 5 access points off of West Tucson Street. There will be cross access within the Development Areas; however, they are not cross connected due to the floodplain and USGS blue line.



### III. DEVELOPMENT STANDARDS

#### III.A DEVELOPMENT AREA “A” STANDARDS:

<b>Net Land Area:</b>	3.51 acres
<b>Underlying Zoning:</b>	Unless otherwise specified, the C-H District standards and regulations shall apply.
<b>Permitted Uses:</b>	<ul style="list-style-type: none"> <li>○ Government administration &amp; civic buildings</li> <li>○ Places of assembly</li> <li>○ Public safety facility</li> <li>○ Art gallery or museum, public</li> <li>○ Library, public</li> <li>○ Medical office or clinic</li> <li>○ Broadcasting or recording studio (no tower)</li> <li>○ Veterinary clinic/animal hospital</li> <li>○ Financial institution, without drive-thru</li> <li>○ Catering service</li> <li>○ Micro food or beverage production</li> <li>○ Office, business or professional</li> <li>○ Research laboratory</li> <li>○ Art gallery or museum, private</li> <li>○ Fitness &amp; recreational sports center</li> <li>○ General indoor recreation</li> <li>○ Dry cleaning &amp; laundry service</li> <li>○ General personal services</li> <li>○ Instructional services</li> <li>○ Retail, general</li> <li>○ Office warehouse</li> <li>○ Storage yard</li> <li>○ Warehouse</li> <li>○ Wholesale establishment</li> </ul>
<b>Lot Area:</b>	None
<b>PUD Minimum Frontage along West Tucson Street:</b>	100 feet Note: This is the PUD minimum frontage. Individual lots with the development do not have a minimum lot frontage.
<b>Maximum Building Coverage:</b>	None
<b>Maximum Building Height:</b>	<ul style="list-style-type: none"> <li>○ 4 stories or 50 feet for buildings not abutting residential uses.</li> <li>2 stories or 35 feet for buildings abutting residential uses.</li> </ul>
<b>Minimum Yard Setbacks:</b> Other than the setback listed below, there shall be no internal setbacks within the development, other than those required to meet building and fire code.	



From West Tucson Street:	50 feet (from West Tucson Street)
Southern Boundary of Development Area A:	0 feet
Eastern Boundary of Development Area A:	15 feet
Western Boundary of Development Area A:	0 feet
<b>Off-street Parking:</b>	As required for the applicable use type as set forth within the City of Broken Arrow Code. Cross parking will be allowed within Development Area A and B.
<b>Other Bulk and Area Requirements:</b>	As required within the C-H District
<b>Exterior Materials:</b>	All structures along West Tucson shall have vertical exteriors that are facing the arterial street constructed of but not limited to: masonry, concrete panels, glass block, glass curtain walls, Exterior Insulated Finished Systems (EIFS), stucco, or architectural metal. EIFS, however, shall not be used as the primary exterior building material. All other structure shall be constructed of masonry, concrete panels, glass block, glass curtain walls, Exterior Insulated Finished Systems (EIFS), stucco, or architectural metal.
<b>Screening:</b>	Outdoor storage areas shall be screened from view from all property lines and adjacent rights-of-way by an opaque fence or wall between six feet and eight feet in height that incorporates at least one of the predominant materials and one of the predominant colors used in the primary structure.
<b>Signage:</b>	All signage shall meet the requirements of the City of Broken Arrow Code. Lots within this PUD that do not have frontage along West Tucson shall be permitted an off-premise sign along West Tucson within Development Area A frontage. This sign shall not exceed 100 square feet. A maximum of 5 signs shall be permitted along the West Tucson frontage of the PUD.
<b>Landscape Buffer:</b>	There shall be no landscape buffers required within Development Area A.



### III.B DEVELOPMENT AREA “B” STANDARDS:

<b>Net Land Area:</b>	4.74 acres
<b>Underlying Zoning:</b>	Unless otherwise specified, the I-L District standards and regulations shall apply.
<b>Permitted Uses:</b>	<ul style="list-style-type: none"><li>○ Government administration &amp; civic buildings</li><li>○ Places of assembly</li><li>○ Public safety facility</li><li>○ Art gallery or museum, public</li><li>○ Library, public</li><li>○ Medical office or clinic</li><li>○ Broadcasting or recording studio (no tower)</li><li>○ Veterinary clinic/animal hospital</li><li>○ Financial institution, without drive-thru</li><li>○ Catering service</li><li>○ Micro food or beverage production</li><li>○ Office, business or professional</li><li>○ Research laboratory</li><li>○ Art gallery or museum, private</li><li>○ Fitness &amp; recreational sports center</li><li>○ General indoor recreation</li><li>○ Dry cleaning &amp; laundry service</li><li>○ General personal services</li><li>○ Instructional services</li><li>○ Retail, general</li><li>○ Mini-storage</li><li>○ Office warehouse</li><li>○ Storage yard</li><li>○ Warehouse</li><li>○ Wholesale establishment</li><li>○ “Executive garage/storage” mini-storage – this use will be restricted to luxury garage units/storage with potential loft space but restrictions to overnight stays in the space. These units may be available for rent or purchase and will include options for temperature controls and utilities, such as water, sewer, gas, electricity, cable &amp; internet. See <i>Exhibit A concept images of this use unit.</i></li></ul>
<b>Lot Area:</b>	None
<b>PUD Minimum Frontage along West Tucson Street:</b>	100 feet Note: This is the PUD minimum frontage. Individual lots with the development do not have a minimum lot frontage.
<b>Maximum Building Coverage:</b>	None



<b>Maximum Number Square Footage:</b>	<ul style="list-style-type: none"> <li>○ “Executive garage/storage” mini-storage: maximum of 32,000 square feet.</li> <li>○ No maximum for all other uses in this Development Area.</li> </ul>
<b>Maximum Building Height:</b>	<ul style="list-style-type: none"> <li>○ 4 stories or 50 feet for buildings not abutting residential uses.</li> <li>○ 2 stories or 35 feet for buildings abutting residential uses.</li> </ul>
<b>Minimum Yard Setbacks:</b> Other than the setback listed below, there shall be no internal setbacks within the development, other than those required to meet building and fire code.	
From West Tucson Street:	20 feet (from West Tucson Street)
Southern Boundary of Development Area A:	20 feet
Eastern Boundary of Development Area A:	15 feet
Western Boundary of Development Area A:	0 feet
<b>Off-street Parking:</b>	<p>As required for the applicable use type as set forth within the City of Broken Arrow Code.</p> <p>Cross parking will be allowed within Development Area A and B.</p> <p>There shall be no minimum parking requirement for the “executive garage/storage” mini-storage use.</p>
<b>Other Bulk and Area Requirements:</b>	As required within the I-L District
<b>Exterior Materials:</b>	<p>All structures along West Tucson shall have vertical exteriors that are facing the arterial street constructed of but not limited to: masonry, concrete panels, glass block, glass curtain walls, Exterior Insulated Finished Systems (EIFS), stucco, or architectural metal. EIFS, however, shall not be used as the primary exterior building material.</p> <p>All other structure shall be constructed of masonry, concrete panels, glass block, glass curtain walls, Exterior Insulated Finished Systems (EIFS), stucco, or architectural metal.</p>
<b>Screening:</b>	<ul style="list-style-type: none"> <li>○ Outdoor storage areas shall be screened from view from all property lines and adjacent rights-of-way by an opaque fence or wall between six feet and eight feet in height that incorporates at least one of the predominant materials and one of the predominant colors used in the primary structure.</li> <li>○ A brick or other masonry perimeter wall of no less than six feet in height shall be provided along the southern and eastern boundary of the mini-storage facility.</li> </ul>



<b>Signage:</b>	<p>All signage shall meet the requirements of the City of Broken Arrow Code.</p> <p>Lots within this PUD that do not have frontage along West Tucson shall be permitted an off-premise sign along West Tucson within Development Area A frontage. This sign shall not exceed 100 square feet.</p> <p>A maximum of 5 signs shall be permitted along the West Tucson frontage of the PUD.</p>
<b>Landscape Buffer:</b>	A 20-foot landscape buffer shall be provided along the southern boundary of Development Area B.

### **III.C DEVELOPMENT AREA “C” STANDARDS:**

<b>Net Land Area:</b>	3.47 acres
<b>Underlying Zoning:</b>	Unless otherwise specified, the R-M District standards and regulations shall apply.
<b>Permitted Uses:</b>	<ul style="list-style-type: none"> <li>○ Dwelling, duplex - – this use will be restricted to row houses/ townhomes for individuals aged 55 years and over.</li> <li>○ Dwelling, multi-family – this use will be restricted to row houses/townhomes for individuals aged 55 years and over.</li> </ul>
<b>Lot Area:</b>	None
<b>PUD Minimum Frontage along West Tucson Street:</b>	<p>100 feet</p> <p>Note: This is the PUD minimum frontage. Individual lots with the development do not have a minimum lot frontage.</p>
<b>Maximum Building Coverage:</b>	None
<b>Maximum Number of Units:</b>	○ Dwelling, duplex and/or multi-family: maximum of 55 units.
<b>Maximum Building Height:</b>	2 stories or 35 feet
<p><b>Minimum Yard Setbacks:</b> Other than the setback listed below, there shall be no internal setbacks within the development, other than those required to meet building and fire code.</p> <p>Mechanical equipment and screening shall be permitted within the setbacks listed below.</p>	
From West Tucson Street:	20 feet (from West Tucson Street)
Southern Boundary of Development Area B:	20 feet
Eastern Boundary of Development Area B:	0 feet
Western Boundary of Development Area B:	20 feet



<b>Off-street Parking:</b>	As required for the applicable use type as set forth within the City of Broken Arrow Code for dwelling uses.
<b>Other Bulk and Area Requirements:</b>	As required within the R-M District
<b>Exterior Materials:</b>	At least sixty percent (60%) of the exterior of the building, excluding doors and windows, shall be constructed of but not limited to masonry, concrete panels, Exterior Insulated Finished Systems, and/or stucco. In addition, twenty percent (20%) of the street facing facade shall be constructed of natural brick or masonry rock.
<b>Screening:</b>	<ul style="list-style-type: none"> <li>○ An opaque fence or wall between six feet and eight feet in height shall be provided along the southern and western boundary of Development Area C.</li> </ul>
<b>Signage:</b>	<p>All signage shall meet the requirements of the City of Broken Arrow Code.</p> <p>Lots within this PUD that do not have frontage along West Tucson shall be permitted an off-premise sign along West Tucson within Development Area B frontage. This sign shall not exceed 100 square feet.</p> <p>A maximum of 5 signs shall be permitted along the West Tucson frontage of the PUD.</p>
<b>Landscape Buffer:</b>	A 20-foot landscape buffer shall be provided along the western and southern boundary of Development Area C.



#### **IV. ACCESS AND CIRCULATION:**

The subject property has frontage along West Tucson Street and five curb cuts are proposed along the 1,191-foot frontage. The eastern three curb cuts will serve Development Area A and the western two curb cuts will serve Development Area B. Cross-access from the proposed curb cuts will be provided within Development Area A; whereas, Development Area B shall have an emergency access connection between the proposed uses. There is no cross access between the two Development Areas, as a floodplain separates the two. Limits of No Access (LNA) will be provided along West Tucson Street outside of the proposed entrances to the development.

All Development Areas will be served by private drives that will meet fire access requirements.

#### **V. SIDEWALKS:**

A sidewalk will be constructed along the West Tucson Street frontage of this PUD and shall be provided in accordance with the City of Broken Arrow Subdivision Regulations.

Sidewalks shall be provided internally, as shown on the Conceptual Site Plan.

#### **VI. PRIVATE AMENITIES:**

Not less than 18% of the net land area shall be preserved as common open space for the enjoyment of the residents of this Development Area B. These areas may include, but are not limited to, the onsite stormwater detention pond reserve areas and landscape buffer areas. All City of Broken Arrow engineering standards shall be met for the detention pond reserve areas.

#### **VII. TOPOGRAPHY, UTILITIES, AND DRAINAGE:**

The property is split by a USGS blue line stream and Flood Zone A through the middle of the site, creating an eastern (Development Area A) and western (Development Area B) divide. The eastern portion of the site is fairly flat and slopes to the west towards the floodplain. The western portion of the site slopes eastward with a difference of elevation of approximately 30 feet. The same drainage patterns will be maintained with the proposed development. An internal storm water collection system will be constructed and piped to the proposed detention areas throughout the property in accordance with the City of Broken Arrow design standards. A detailed hydraulic analysis report will be submitted to the City of Broken Arrow for approval during the engineering process.

#### **VIII. SCHEDULE OF DEVELOPMENT AND PHASING:**

Initial site development is anticipated to commence in 2025, market conditions permitting.

Phasing shall be permitted within this PUD and shall be determined during the platting process.

#### **IX. PLATTING:**

No building permit shall be issued until the PUD project area has been included within a subdivision plat submitted to and approved by the Broken Arrow Planning Commission and the Broken Arrow City Council, and duly filed of record. The property shall be platted in accordance with the City of Broken Arrow subdivision code. The deed of dedication of the required subdivision plat shall include covenants of record, enforceable by the City of Broken Arrow, setting forth the development standards of the planned unit development.



**X. EXHIBITS:**

The following exhibit are hereby attached and incorporated into this PUD. These exhibits are:

- Exhibit A: Concept images for “executive garage/storage” mini-storage
- Exhibit B: Aerial Photography and Boundary Depiction
- Exhibit C: Conceptual Site Plan
- Exhibit D: Existing Zoning Map

DRAFT



**Exhibit A – “Executive garage/storage” mini-storage” Concept Images**



Source: [www.toybarnstorage.com](http://www.toybarnstorage.com)



Source: [www.personalwarehouse.com/car-condos/](http://www.personalwarehouse.com/car-condos/)





Source: [www.personalwarehouse.com/play](http://www.personalwarehouse.com/play)



Source: [www.vehiclevault.com/garage-condos/](http://www.vehiclevault.com/garage-condos/)





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oklahoma ca1460  
exp: 6-30-25



# EXHIBIT 'B'

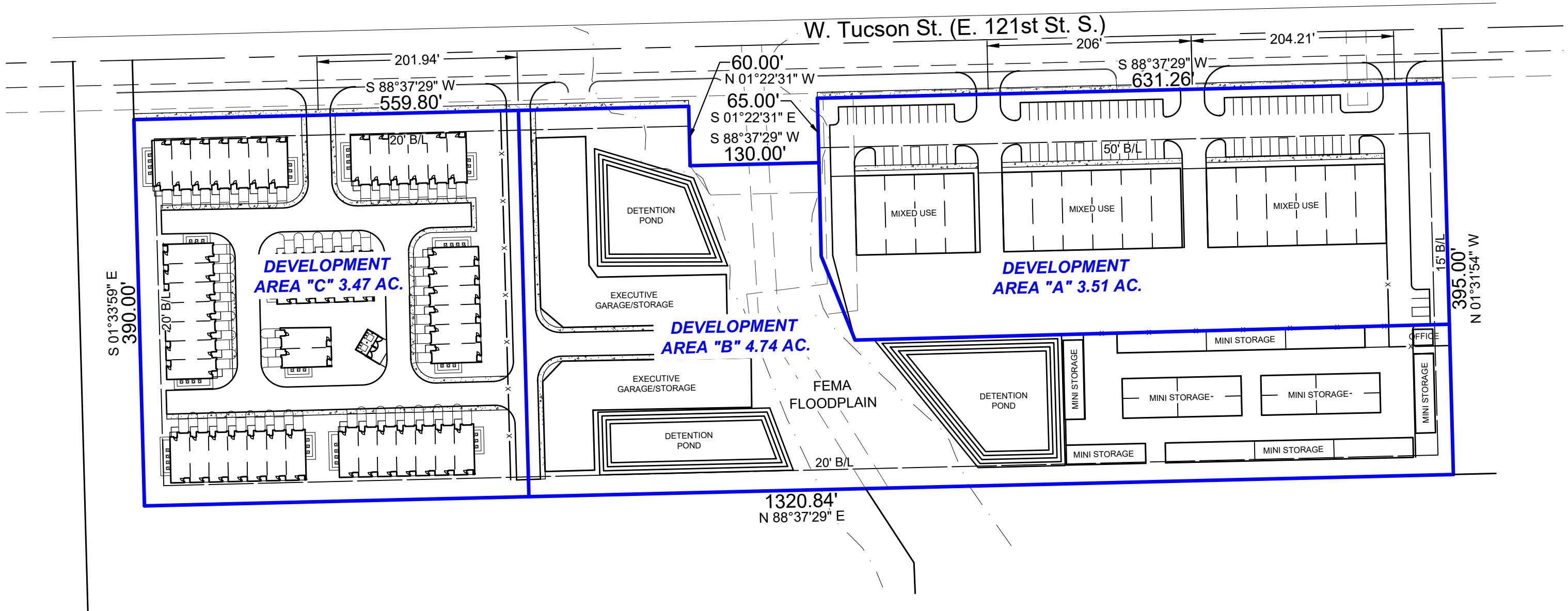
## AERIAL PHOTOGRAPHY AND BOUNDARY DEPICTION

# AEQUITAS TUCSON DEVELOPMENT

PUD-XXXXXX-2025

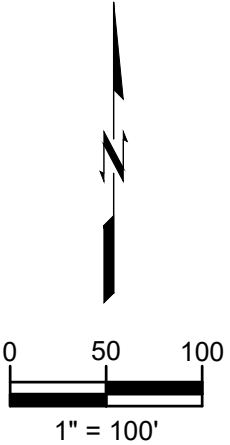
Date: March 14, 2025





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**EXHIBIT 'C'**  
**CONCEPTUAL SITE PLAN**  
**AEQUITAS TUCSON DEVELOPMENT**  
**PUD-XXXXXX-2025**

Date: May 9, 2025





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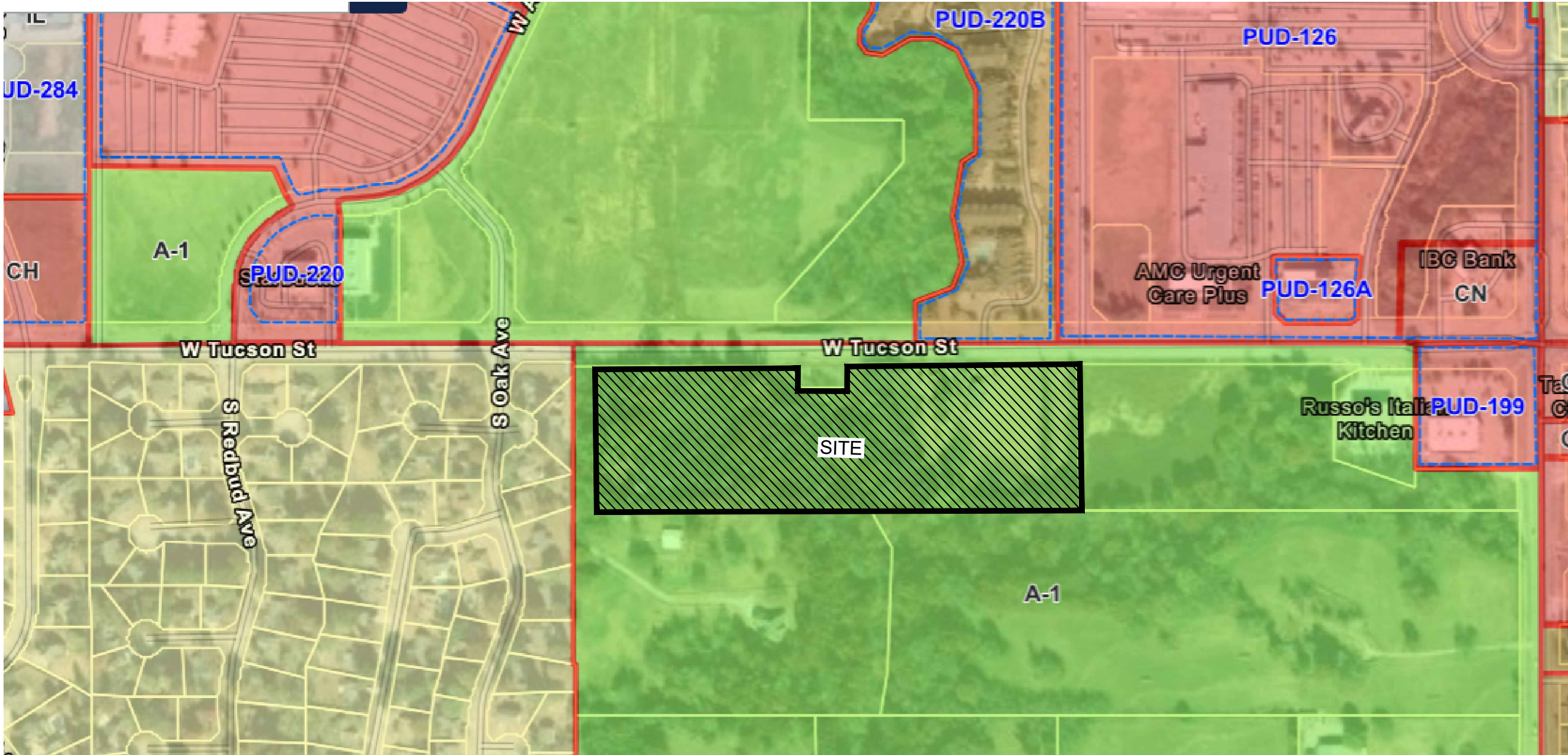
# EXHIBIT 'D'

## EXISTING ZONING MAP

# AEQUITAS TUCSON DEVELOPMENT

PUD-XXXXXX-2025

Date: March 14, 2025







# City of Broken Arrow

## Request for Action

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**File #: 25-754, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Consideration, discussion, and possible approval of PUD-002040-2025 (Planned Unit Development) and BAZ-002088-2025 (Rezoning), The Plaza at Forest Ridge, approximately 17 acres, located south of Kenosha Street (71st Street) and one-half mile east of Oneta Road (241st E. Avenue)

**Background:**

Planned Unit Development PUD-002040-2025 and BAZ-002088-2025 involves approximately 17 acres, which is currently unplatted. The property is located south of Kenosha Street (71st Street) and one-half mile east of Oneta Road (241st E. Avenue).

PUD-002040-2025 is requested to facilitate the development of a Town center, mixed-use type development. The property abutting Kenosha Street is proposed to be rezoned to CG (Commercial General) to support more typical commercial uses, while the interior portion is proposed to be rezoned to CM (Community Mixed Use). CM zoning promotes the mix of uses desired by the developer while keeping appropriate limits in place to protect the residential homes to the south.

PUD-002040-2025 outlines specific building criteria for the types of buildings to be constructed within each development area. The criteria for single-family attached and live-work units closely follow the established requirements for single-family development in the Downtown Residential Overlay District. Multi-family residential development must be designed as side-by-side units that maintain a townhouse style of construction and must meet the same design requirements as the single-family attached and live-work units.

**PARKING**

Due to the mixed-use nature of the proposed development and the options for shared parking agreements, parking requirements throughout the development are reduced to 50% of what is required by the zoning ordinance, based on the use of the structure. Parking may be specifically reserved for use by residents, based on the number of bedrooms per unit. In addition, overflow parking is provided by the adjacent Forest Ridge Golf Club to the east.

**ACCESS AND CIRCULATION**

Access to this development is primarily provided from Kenosha Street to the north. Circulation throughout the development will be provided through the use of private street and access drives. Final plans for street and drives will be established during the platting phase of the development.

PUD-002040-2025 was heard by Planning Commission on May 22, 2025, where Planning Commission



recommended approval with a 4-0 vote, per staff recommendation, with one additional request. The Planning Commission directed Staff to work with the development team to ensure there is no adverse effect of adjoining properties as it relates to short term rentals. As a result of these discussions, language has been added to the PUD document stating that Short Term rental licenses within the boundaries of this PUD shall not affect licenses outside the boundaries of the PUD as it pertains the 300' distance requirement.

Planning Commission raised several questions. There was a question about existing trees abutting the neighboring subdivision. The property owner indicated that they would save as many trees as possible or would plant evergreen trees along the boundary if necessary. With respect to traffic, the property owner stated that a traffic signal will need to be installed, or this project would not move forward. Additionally, the property owner mentioned the need to widen East Kenosha Street to five (5) lanes. Furthermore, the property owner discussed the desire to have a tunnel constructed under East Kenosha Street for golf carts, bicycles, and other small recreational vehicles. However, since the Planning Commission meeting on May 22, 2025, the property owner has removed this language from the proposed PUD. Lastly, there was a question about addressing potential noise issues for neighboring property owners. The property owner indicated that noise issue would be addressed through the planting of trees and an increased landscape buffer.

One neighboring resident spoke in opposition to this proposal. Concerns were primarily related to stormwater and flooding in the Covington Estates neighborhood.

**Cost:** \$0

**Funding Source:** None

**Requested By:** Rocky Henkel, Director of Community Development

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

**Attachments:** Planning Commission Staff Report  
Case Map  
Aerial  
Comprehensive Plan Map  
PUD-002040-2025 Design Statement

**Recommendation:**

Approve PUD-002040-2025 per Planning Commission and Staff recommendation.





# City of Broken Arrow

## Request for Action

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**File #:** 25-688, **Version:** 1

---

### Broken Arrow Planning Commission

**05-22-2025**

**To:** Chairman and Commission Members  
**From:** Community Development Department  
**Title:**

Public hearing, consideration, and possible action regarding PUD-002040-2025 (Planned Unit Development) and BAZ-002088-2025 (Rezoning), The Plaza at Forest Ridge, approximately 17 acres, located south of Kenosha Street (71st Street) and one-half mile east of Oneta Road (241st E. Avenue)

**Background:**

**Applicant:** Kevin Maevers, The Robson Companies, Inc.  
**Owner:** The Robson Companies, Inc.  
**Developer:** The Robson Companies, Inc.  
**Engineer:** Westwood Professional Services  
**Location:** South of Kenosha Street (71st Street) and one-half mile east of Oneta Road (241st E. Avenue)  
**Size of Tract** 17 acres  
**Present Zoning:** A-1 (Agricultural) and R-2 (Single-Family Residential)  
**Proposed Zoning:** CG (Commercial General) and CM (Community Mixed Use)  
**Comp Plan:** Level 4 (Commercial/Employment Nodes) and Greenway/Floodplain

Planned Unit Development PUD-002040-2025 and BAZ-002088-2025 involves approximately 17 acres, which is currently unplatted. The property is located south of Kenosha Street (71st Street) and one-half mile east of Oneta Road (241st E. Avenue).

PUD-002040-2025 is requested to facilitate the development of a Town center, mixed-use type development. The property abutting Kenosha Street is proposed to be rezoned to CG (Commercial General) to support more typical commercial uses, while the interior portion is proposed to be rezoned to CM (Community Mixed Use). CM zoning promotes the mix of uses desired by the developer while keeping appropriate limits in place to protect the residential homes to the south.

### SUMMARY OF DEVIATION FROM THE BROKEN ARROW ZONING ORDINANCE

PUD-002040-2025 is proposed to be developed with three distinct Development Areas.

#### General Standards for All Development Areas

Item	Ordinance Requirement	PUD-002040-2025 Request
------	-----------------------	-------------------------



<i>Landscape Buffer</i>	Whenever a nonresidential use is proposed adjacent to a property with residential zoning or in residential use, the nonresidential use shall provide a landscaped buffer of at least ten feet (10') in width within the nonresidential property, planted with either a minimum of one (1) medium to large evergreen tree and ten (10) shrubs for each thirty linear feet (30') or portion thereof of adjacent exposure	10' landscape buffer provided along the most southerly property line, planted with one medium to large evergreen trees for every 20 linear feet. No landscape buffer is required between non-residential and residential uses that are within the PUD area.
<i>Landscape Edge</i>	Minimum 10' landscape edge along all street frontages and adjacent to a property with residential zoning or in residential use, the nonresidential use	Landscape edge will be provided along Kenosha Street as the lots develop. Landscape edges are not required adjacent to private streets, except in the case of the front facades of live/work units. Landscape edge will be provided adjacent to the front facades of the single-family attached units in Development Area C.
<i>Interior Parking Lot Landscaping</i>	Minimum width of parking lot landscape islands is 10'. Overall area of landscape island is a minimum of 180 square feet	Minimum width of parking lot landscape islands is 9'. Overall area of landscape island is a minimum of 180 square feet
<i>Screening Fence</i>	An opaque screening fence shall be installed and maintained adjacent to a property with residential zoning or in residential use, the nonresidential use. The fence shall be at least six feet (6') and no more than eight feet (8') in height.	An opaque screening fence shall be installed and maintained along the most southerly property line of PUD-66I (southerly line of Development Area C). The fence shall be at least six feet (6') and no more than eight feet (8') in height. No fence shall be required along the most easterly or westerly property boundaries within this PUD. No screening fence is required between non-residential and residential uses that are within the subject tract of this PUD amendment.
<i>Street Access</i>	All lots must have frontage onto a public or private street	This development provides access through private streets and drives. All residential single-family attached units fronting along common open space or adjacent golf course shall provide public access along an abutting public sidewalk for pedestrian access.



**Development Area A** is proposed to be developed in accordance with the CM district of Zoning Ordinance except as specified below.

Item	Ordinance Requirement	PUD-002040-2025 Request
<i>Prohibited Uses</i>	As per the table of allowed uses	Convalescent home, nursing home, or assisted living facility Telecommunication Tower Funeral Services Medical Marijuana, retail sales Convenience store with gas sales Vehicle service and repair, minor
<i>Additional Uses Permitted</i>	As per the table of allowed uses	Those uses permitted with a Specific Use Permit within a CM district. The following uses permitted within the CG district: Horticultural Nursery Sales Fruit and Vegetable Market Open Air Market

**Development Area B** is proposed to be developed in accordance with the CG district of Zoning Ordinance except as specified below.

Item	Ordinance Requirement	PUD-002040-2025 Request
<i>Prohibited Uses</i>	As per the table of allowed uses	Convalescent home, nursing home, or assisted living facility Telecommunication Tower Funeral Services Medical Marijuana, retail sales Gasoline Sales Convenience store with gas sales Vehicle service and repair, minor
<i>Additional Uses Permitted</i>	As per the table of allowed uses	Those uses permitted with a Specific Use Permit within a CG district.

**Development Area C** is proposed to be developed in accordance with the CM district of Zoning Ordinance except as specified below.

Item	Ordinance Requirement	PUD-002040-2025 Request
<i>Prohibited Uses</i>	As per the table of allowed uses	All uses outside the Household Living and Visitor Accommodations listed as permitted in the CM zoning district
<i>Additional Uses Permitted</i>	As per the table of allowed uses	Horticultural Nursery Sales Fruit and Vegetable Market Open Air Market Short Term Rentals, Type 2 and Type 3 (no restriction to the number of Short Term Rentals within the PUD boundary)

PUD-002040-2025 further outlines specific building criteria for the types of buildings to be constructed within each development area. The criteria for single-family attached and live-work units closely follow the established requirements for single-family development in the Downtown Residential Overlay District. Multi-family residential development must be designed as side-by-side units that maintain a townhouse style of construction and must meet the same design requirements as the single-family attached and live-work units.

#### PARKING



Due to the mixed-use nature of the proposed development and the options for shared parking agreements, parking requirements throughout the development are reduced to 50% of what is required by the zoning ordinance, based on the use of the structure. Parking may be specifically reserved for use by residents, based on the number of bedrooms per unit. In addition, overflow parking is provided by the adjacent Forest Ridge Golf Club to the east.

#### ACCESS AND CIRCULATION

Access to this development is primarily provided from Kenosha Street to the north. Circulation throughout the development will be provided through the use of private street and access drives. Final plans for street and drives will be established during the platting phase of the development.

#### PROVISIONS FOR PUD APPROVAL

According to Section 6.4.A of the Zoning Ordinance, the PUD provisions are established for one (1) or more of the following purposes:

1. To permit and encourage innovative land development while maintaining appropriate limitation on the character and intensity of use and assuring compatibility with adjoining and proximate properties.
2. To permit greater flexibility within the development to best utilize the physical features of the particular site in exchange for greater public benefits than would otherwise be achieved through development under this Ordinance.
3. To encourage the provision and preservation of meaningful open space.
4. To encourage integrated and unified design and function of the various uses comprising the planned unit development.
5. To encourage a more productive use of land consistent with the public objectives and standards of accessibility, safety, infra structure and land use compatibility.

In Staff's opinion, PUD-002040-2025 satisfies all criteria for the establishment of a PUD. This PUD allows the construction of multiple, complementary uses on property that would, by the underlying zoning, mainly consist of single-family homes. The commercial aspect of this plan provides much needed retail and restaurant uses to support the surrounding residential areas. This PUD also allows for new types of housing within this area of Broken Arrow. Attached townhomes and live-work opportunities are limited in availability throughout the city.

#### SURROUNDING LAND USES/ZONING/COMPREHENSIVE PLAN

The surrounding properties contain the following uses, along with the following development guide and zoning designations:



Location	Development Guide	Zoning	Land Use
North	Level 2 & 4	A-1	Large Lot Residential
East	Private Recreation	R-1/PUD-266	Forest Ridge Golf Club
South	Level 1	R-2	Single-family subdivision
West	Greenway/Floodplain	R-1/SP-155	Place of Assembly

The subject property is designated as Level 4 (Commercial/Employment Nodes) in the Comprehensive Plan. CG and CM zoning districts are considered to be in conformance with the Comprehensive Plan in Level 4. According to the FEMA Maps, a portion of this property is located in the 100 year floodplain. This area will be required to be placed in a reserve area and zoned FD (Flood District) during the platting phase of the development. Water and sanitary sewer service are available from the City of Broken Arrow.

**Attachments:**           Case map  
                                Aerial photo  
                                Comprehensive Plan Map  
                                Design Statement

**Recommendation:**

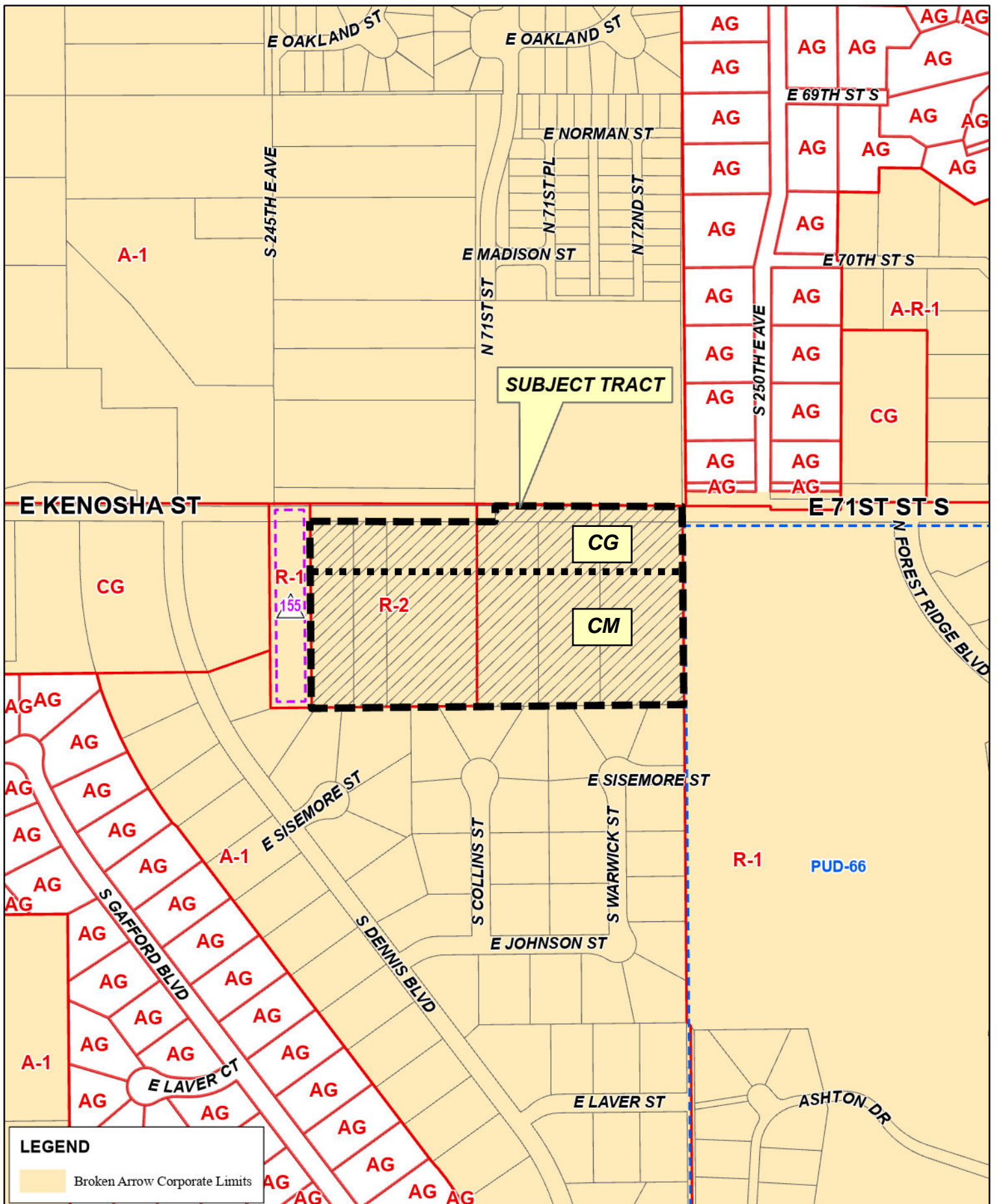
Based on the location of the property, and the surrounding land uses, Staff recommends that PUD-002040-2025 and BAZ-002088-2025 be approved, subject to the property being platted.

**Reviewed By:**                       **Amanda Yamaguchi**

**Approved By:**               **Rocky Henkel**

ALY





**PUD-002040-2025**  
**BAZ-002088-2025**



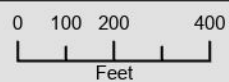


Note: Graphic overlays may  
not precisely align with physical  
features on the ground.  
Aerial Photo Date: 2023



Subject  
Tract

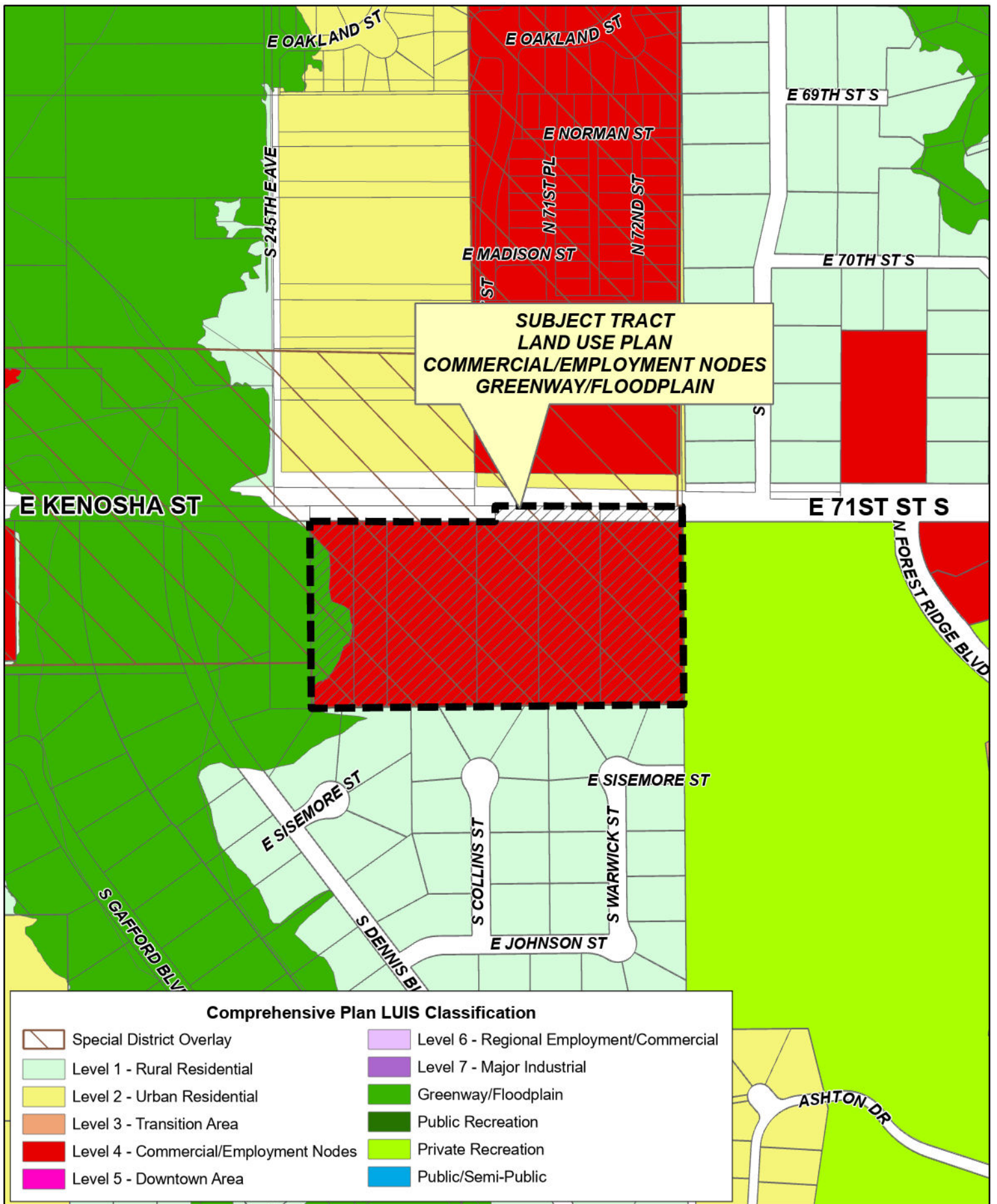
**PUD-002040-2025**  
**BAZ-002088-2025**



10 18-15





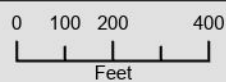


300' Radius



Subject Tract

**PUD-002040-2025**  
**BAZ-002088-2025**



10 18-15





An Amendment to PUD-66

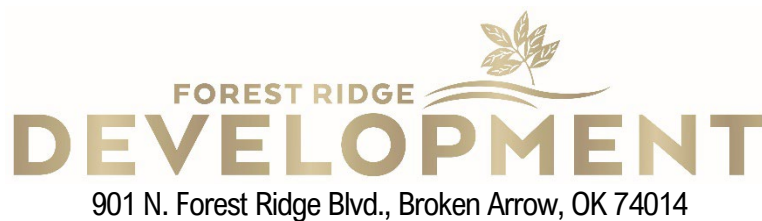
# Forest Ridge Master Planned Development

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## The Plaza at Forest Ridge

### PUD-66I

Prepared by:



and



Planners • Architects • Landscape Architects  
110 S. Hartford Avenue, Suite 2501 • Tulsa, OK 74120



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## I. Introduction and Vision

**The Plaza at Forest Ridge** represents a new, exciting, and innovative approach to the traditional neighborhood commercial center, which will complete the ground-breaking vision of Joe Robson and the **Forest Ridge Master-Planned Community**. **The Plaza** is conceived as a walkable, people-centric, and human-scale, mixed-use development that provides the residents of the community of **Forest Ridge** – a vibrant place to live, work, play, shop, dine, and socialize. Designed for easy access via a short walk, bicycle ride, or Neighborhood Electric Vehicle (NEV) trip from the larger **Forest Ridge** community and east Broken Arrow.

**The Plaza at Forest Ridge** will add a completely new dimension to the lifestyle opportunities for the residents of **Forest Ridge** and beyond. With opportunities for retail shops, personal services, fine dining, quick-service restaurants, professional offices, live-work lofts, upscale townhomes, and more, all contained within a compact 16+ acre development that is easily accessible via walking trails, bicycle paths, and a Neighborhood Electric Vehicle (NEV)/Golf Cart network. Should they choose, the residents of **Forest Ridge** have enhanced accessibility to all that will be available at **The Plaza** without the need for a car. This enhanced accessibility, via the use of *Multiple Modes of Access* through greenspace corridors, demonstrates the commitment that the Robson Family has adopted to create a new type of neighborhood. A neighborhood that is *Walkable, Vibrant, Accessible*, and provides the initial steps to create a new dynamic for development, in eastern Broken Arrow.

Beyond providing a variety of housing options, upscale shopping, dining, and entertainment to the local community, **The Plaza** will create a *Sense of Place* for residents and visitors to **Forest Ridge**. A key component in creating this *Sense of Place* is the inclusion of three (3) large green spaces located along the eastern edge, western edge, and in the center of this thoughtfully designed development. These large green spaces are made possible by the **Forest Ridge** commitment to *Enhanced Landscaping, Green Infrastructure, and Low-Impact Development (LID)*. These large green spaces will be landscaped in a manner that enhances the natural beauty of the area, provides cool places to gather, sit, and relax, and contributes to the natural cooling effect in areas that are exposed to the summertime heat. These beautiful gathering spaces will create opportunities for dozens of different events to take place throughout the year such as Certified Farmers' Markets, Classic Car shows, Art and Craft Fairs, and concerts featuring the best in all varieties of music and provides almost innumerable opportunities for diverse socialization and interaction. Showcasing another innovative design principle, the *Multiple Modes of Access* discussed earlier, reduces overall parking requirements in a manner similar to the City of Broken Arrow's **New Orleans Square Overlay District**, allowing the creation of these enhanced green spaces, that would otherwise be large, generally vacant, parking lots. The Illustrative Landscape Plan for **The Plaza at Forest Ridge** (see Exhibit C) clearly demonstrates the ratio of cooling green space provided by trees, lawns, and other natural ground covers. These cool, green spaces dramatically reduce the potential for the creation of heat islands by substantially increasing the ratio of ground cover and shade to parking lot.

**The Plaza at Forest Ridge** is a truly new concept in development. By creating a *Sense of Place* through people-centric design, *Multiple Modes of Access* to shopping, services, dining, and entertainment, and the use of *Green Infrastructure and LID techniques*, overall *Quality of Life* is dramatically enhanced. These are development principles that **Forest Ridge** and the Robson Family are committed to uphold, not just for today, but since the 1980's. It is a commitment to these principles, combined with a dedication to developing properties to the highest standards of care, that sets **The Plaza at Forest Ridge** apart from all other mixed-use developments. We look forward to creating a new standard of living, working, shopping, dining, and entertaining in Broken Arrow.

**WELCOME to The Plaza at Forest Ridge!**



## II. Property Description

The subject property consists of approximately 16.3 acres, in six (6) separate parcels, that are generally located one-third mile east of Oneta Road adjacent to the south side of Kenosha Street in the City of Broken Arrow, Wagoner County, Oklahoma. The intersection of Kenosha Street and N. 71<sup>st</sup> Street is located near the center of the property. The site is also located adjacent to, and west of, *The Golf Club* and *Rocking R Ranch House* at Forest Ridge.

### Consolidated Legal Description

A Tract of Land that is part of the North Half (N ½) of the Northeast Quarter (NE ¼) of the Northwest Quarter (NW ¼) of Section Ten (10), Township Eighteen (18) North, Range Fifteen (15) East of the Indian Base and Meridian, Wagoner County, State of Oklahoma, according to the U.S. Government Survey thereof, being more particularly described as follows:

Beginning at the Northeast Corner of the NW ¼ of said Section 10;  
Thence South 01°27'40" East along the East Line thereof 659.92 feet to the Southeast Corner of the N ½ of the NE ¼ of the NW ¼ of said Section 10;  
Thence South 88°52'43" West along the South Line thereof 1184.52 feet;  
Thence North 01°28'00" West 600.13 feet;  
Thence North 88°53'19" East 526.29 feet;  
Thence North 01°27'50" West 10.00 feet;  
Thence North 88°53'19" East 67.72 feet;  
Thence North 01°28'00" West 50.00 feet to the North Line of the NW ¼ of said Section 10;  
Thence North 88°53'19" East along said North Line 590.58 feet to the Point of Beginning.

Said Tract of Land contains 746,859.3 sq. feet or 17.15 acres.

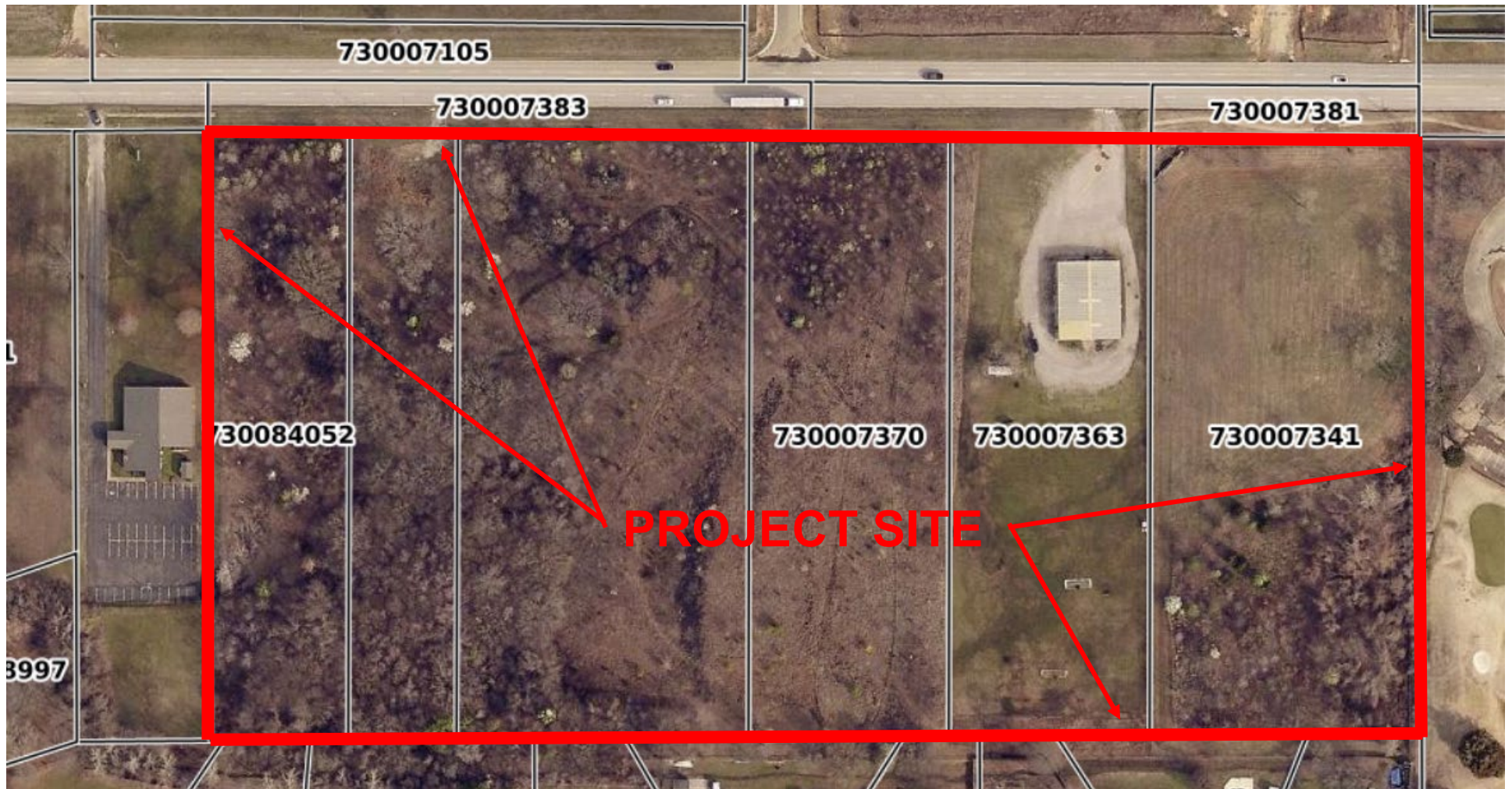
Bearings are based upon the Oklahoma State Plane Coordinate System, (3501 Ok N), North American Datum 1983 (Nad83) using the North Line of the NW ¼ of Sec.10, T18N, R15E as North 88°53'19" East.

See Figure V-1 for a portion of the Wagoner County Tax Assessor's Map

See Appendix D, Page 37 for Individual Legal Descriptions of the six (6) parcels comprising PUD-66I.



**FIGURE II-1**  
**Wagoner County Tax Assessor's Map**  
**The Plaza at Forest Ridge**  
**PUD-66I – City of Broken Arrow**





### III. Topography, Drainage, and Utilities

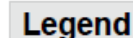
The project site has a gentle to moderate slope, naturally draining from the northeast corner (near Kenosha St.) to the southwest corner at an average slope of 2% (See Exhibit F for additional information). Near the southwest corner of the property, a 48" storm sewer exists to carry any on-site and off-site storm flow safely past the existing church and into Covington Creek, approximately 600' to the west of the existing church. Because of the proximity to Covington Creek, a small portion of the project site, along the westernmost edge, is sited within the Floodplain limits of Covington Creek. Figure VI-1 is a copy of the FEMA Firmette Map, showing the relative locations of the project site to Covington Creek and the adjacent Floodway and Floodplain.























Per City of Broken Arrow requirements. The project will provide appropriate on-site stormwater detention facilities and may also utilize onsite or offsite compensatory storage basins, subject to separate approvals by the City of Broken Arrow and applicable government authorities. A drainage analysis report will be submitted to the City of Broken Arrow for approval during the site engineering review and approval process.

Utilities are readily available to the Property. Public water and potable water and sanitary sewer lines will be extended throughout Property (see Exhibit E). Utilities will be placed within appropriate public or private rights-of-way or public utility easements in accordance with the City of Broken Arrow and Oklahoma Department of Environmental Quality requirements.



National Flood Hazard Layer FIRMette



SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) <i>Zone A, V, A99</i>
		With BFE or Depth <i>Zone AE, AO, AH, VE, AR</i> Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile <i>Zone X</i>
		Future Conditions 1% Annual Chance Flood Hazard <i>Zone X</i>
		Area with Reduced Flood Risk due to Levee. See Notes. <i>Zone X</i>
		Area with Flood Risk due to Levee <i>Zone D</i>
OTHER AREAS		Area of Minimal Flood Hazard <i>Zone X</i>
		Effective LOMRIS
		Area of Undetermined Flood Hazard <i>Zone D</i>
GENERAL STRUCTURES		Channel, culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		Cross Sections with 1% Annual Chance Water Surface Elevation
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature
		Digital Data Available
		No Digital Data Available
MAP PANELS		Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **2/20/2025 at 3:26 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



## IV. Development Concept

This amendment to the Planned Unit Development (PUD) aims to establish a vibrant town center as an extension of the Forest Ridge Master Planned Development, originally approved by the City of Broken Arrow City Council as PUD-66 on August 1, 1988. The amendment introduces a walkable, connected mixed-use center based upon New Urbanism design concepts, to eastern Broken Arrow.

The Plaza at Forest Ridge emphasizes a human-centered design that prioritizes the needs and desires of people over traditional auto-oriented layouts. The development will feature a diverse mix of retail, office, restaurants, townhomes, and live-work units, all centered around a communal green space. This development is intended to enrich the community by creating a lively, pedestrian-friendly town center that prioritizes sustainability, offering diverse housing options and promoting a healthier, more integrated lifestyle.

The residential options will diversify the local housing market, offering townhomes (single-family attached units) and live-work units on individually platted lots. These live-work units are unique, designed to seamlessly integrate single-family attached residential living with professional workspaces, catering to modern lifestyle that addresses both personal and professional desires.

The streetscapes are thoughtfully designed to ensure the safety of all users, incorporating a variety of traffic calming measures such as on-street parallel parking, street trees, landscaped bump-outs, and wide sidewalks. Additionally, the site integrates low-impact development strategies, including grass pavers that function as green space on the southeast portion of the site. These pavers reduce stormwater runoff, promote groundwater recharge, and provide emergency access for fire apparatus to all townhomes. Provisions for the utilization of Neighborhood Electric Vehicles (NEV) and Golf carts, and special designated parking areas are incorporated into the plan to enhance mobility within the community to minimize the need for traditional parking stalls. To further minimize traditional parking areas, a gated private access point is proposed for valet service, utilizing The Golf Club at Forest Ridge's existing parking lot to the east. Further enhancing accessibility is a proposed underground access tunnel beneath Kenosha St. for NEV and bicycle access. While PUD-66I does not approve this access tunnel, the points of connection are shown for reference.

The design for The Plaza at Forest Ridge, as proposed by PUD-66I, further advances the original objectives of PUD-66 and the Broken Arrow NEXT Comprehensive Plan, including:

- Providing and creating a variety of innovative housing and amenities for various lifestyle options to the Forest Ridge Community and east Broken Arrow.
- Establishing areas of communal activity with distinctive image, use, and development patterns.
- Designing a mixed-use development to provide a community in which residents can live, work, shop, and play, including a variety of dining and entertainment options.
- Offering a walkable “town center” environment with a mixture of retail, dining, open space, and residential uses.
- The inclusion of three (3) large green spaces provides additional opportunities for community gathering, placemaking, and communitywide social events.



## V. Zoning and Comprehensive Plan

### A. Zoning

#### 1. Current Zoning

The property is currently zoned R-2 (Single-Family Residential), and A-1 (Agricultural) per the most recent City of Broken Arrow Zoning Map. However, it should be noted that the most easterly parcel was rezoned to R-1 (Single-Family Residential) per PUD-66D.

#### 2. Proposed Zoning

In conjunction with this PUD amendment, a rezoning request has been submitted to rezone the property to CM (Community Mixed-Use) and CG (Commercial General) Districts as found in the 2008 City of Broken Arrow Zoning Ordinance. This is a rezoning request for consistency with Comprehensive Plan Level 4. The rezoning request also includes abrogation of PUD-66D.

### B. Comprehensive Plan

The Broken Arrow Next Comprehensive Plan's Future Development Guide Map designates the property as Level 4: Commercial/Employment Nodes which is considered compatible with the requested CM and CG zoning districts. This is the intent of the original PUD-66, and this amendment.

The Comprehensive Plan also designates the site as a special district opportunity (Forest Ridge Town Center Area) and recommends the following elements to consider in this area:

- a. Enhanced streetscape features along Kenosha.
- b. Walkability within the town center.
- c. Mixture of retail, office, dining, open space, and residential uses.
- d. Buffer between the town center and surrounding residential uses.

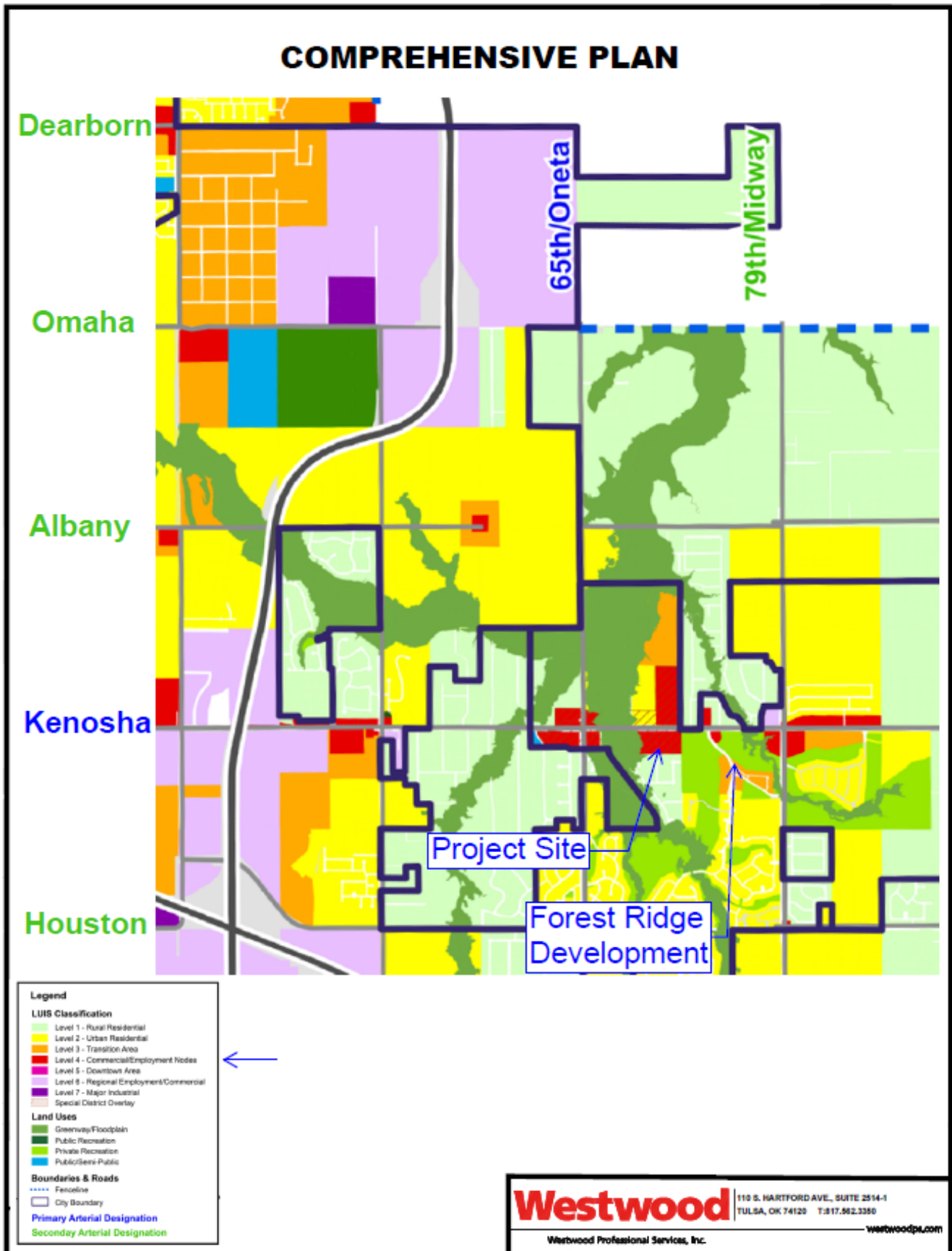
PUD-66I as proposed, contains all of the above elements, and more, in a walkable, mixed-use development, that significantly enhances quality of life for the residents of Forest Ridge and beyond.

### C. Abrogation of PUD-66D

The approval of PUD-66I by the City Council of the City of Broken Arrow shall constitute the abrogation of PUD-66D (approved by the City Council on January 2, 2007) and any associated Zone Change approval, in favor of PUD-66I and associated rezoning requests.



Figure V-1: Comprehensive Plan





### Figure V-2: Existing Zoning Map

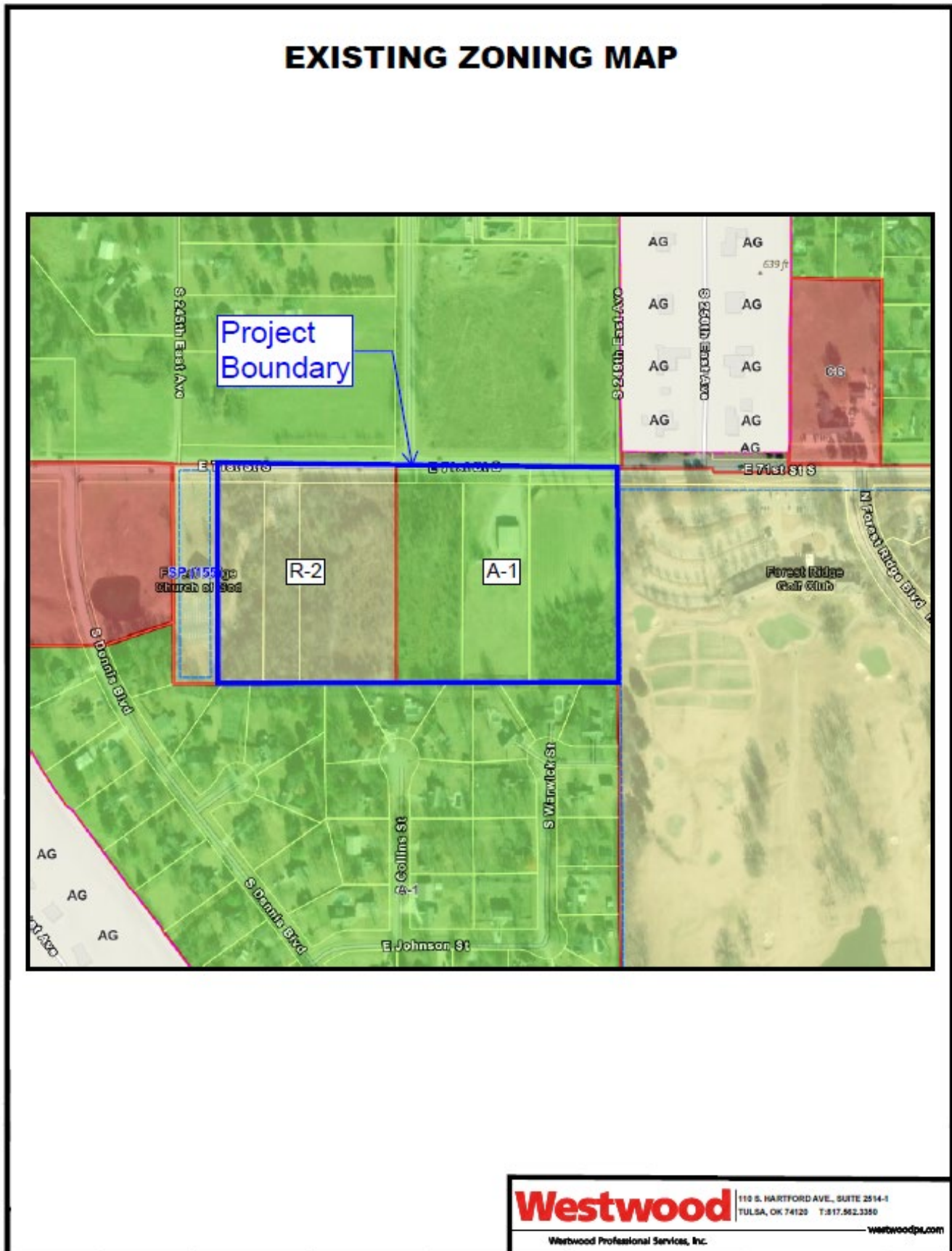
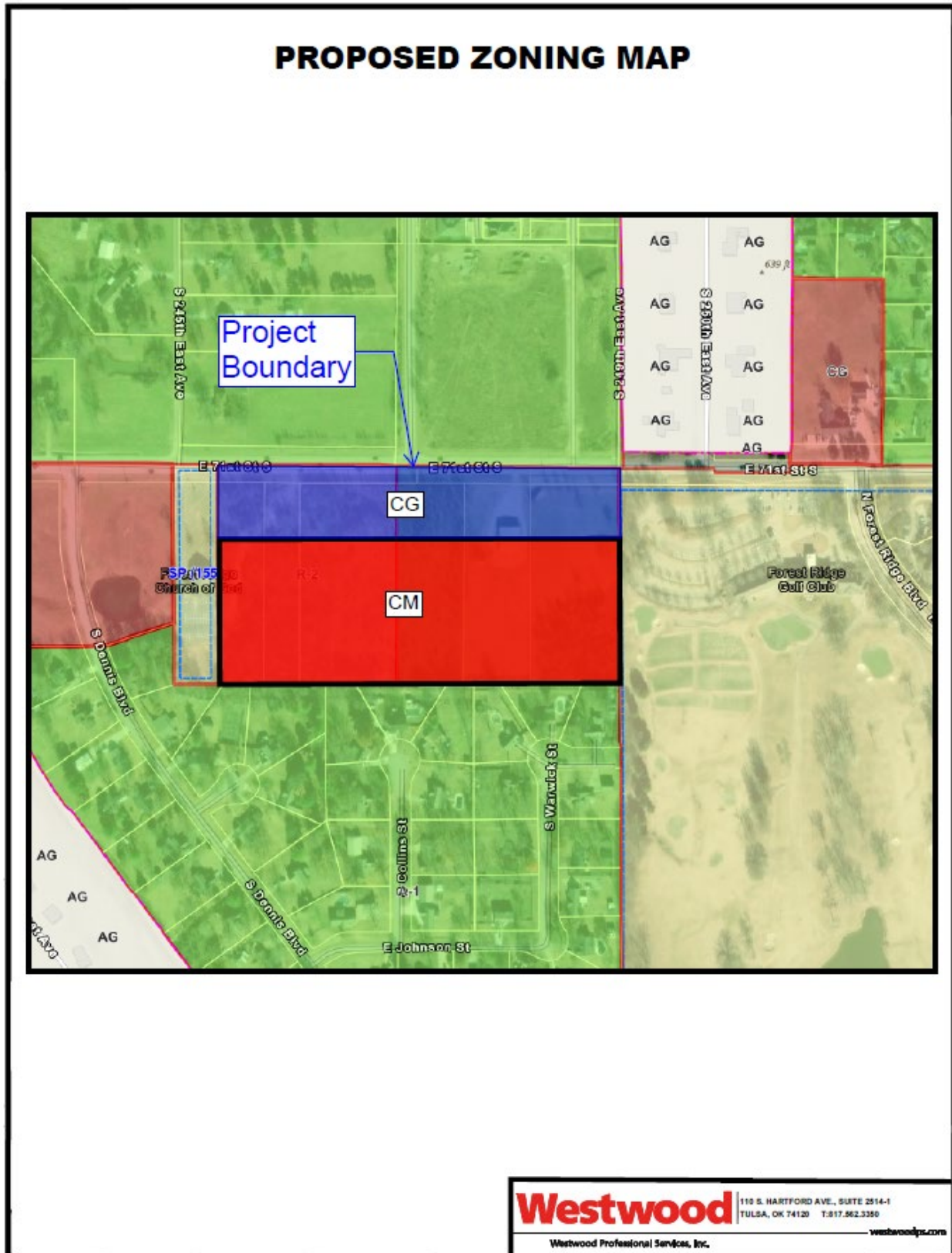




Figure V-3: Proposed Zoning Map





## VI. Development Area Use Standards

### A. Applicability

Except as modified in this section, this PUD amendment (PUD-66I) is proposed to be developed in accordance with the use regulations of the CM and CG zoning districts of the Broken Arrow Zoning Ordinance (as amended 04-04-2023) in effect at the time as of the submittal of this PUD amendment (PUD-66I) application.

#### *Community Mixed-Use District (CM) – Per City of Broken Arrow Zoning Ordinance*

The CM district is intended to provide for community-serving mixed-use development at a higher scale than is appropriate for neighborhood locations. The CM district is intended for use along selected corridors and at important nodes in the City on sites of five acres or larger. The CM district is intended to include commercial, institutional, recreational, and service facilities needed to support surrounding neighborhoods and the community at large. Medium- to higher-density housing should be incorporated within or located around the district. Development should facilitate pedestrian connections between residential and nonresidential uses.

#### *Commercial General District (CG)*

The CG district is intended to provide for a full range of community-oriented retail and service commercial uses.

### B. Development Areas

The PUD incorporates development areas to designate the type of permitted uses within certain areas of the site. Development Areas A, B, and C are designated on the Development Area Plan located in Section X, Exhibits.

The use and land area standards that apply to each development area are designated in the table below:

**Development Areas: Use and Land Area Standards**

	Development Area A	Development Area B	Development Area C
Uses	CM use standards apply as modified in Section VI, C.1 and C.2 below	CG use standards apply as modified in Section VI, D.1 and D.2 below	CM use standards apply as modified in Section VI, E.1 and E.2 below
Land Area (Max./Min.)	None/None	5.5 Acre Max./None	None/None

### C. CM District Allowable Uses - Modifications for Development Area A

The following is a list of modifications to CM District allowable uses standards, which are intended to prohibit, or allow by right, certain types of uses within the boundaries of Development Area A. These modifications are will ensure that future development, and occupancy, of the site aligns with the overall vision for **The Plaza at Forest Ridge**:

#### 1. Prohibited Uses:

Although allowed under the CM Zoning District, the following uses are to be prohibited within the boundaries of Development Area A in PUD-66I. The following uses are deemed



incompatible with the desires and intent of PUD-66 and the best practices of a mixed-use development:

- a. Convalescent home, nursing home, or assisted living facility
- b. Telecommunications Tower
- c. Funeral services
- d. Medical marijuana, retail sale
- e. Convenience store with gas sales
- f. Vehicle service and repair, minor

**2. Additional Permitted Uses:**

Although not specifically allowed under the CM Zoning District, the following uses are to be allowed within the boundaries of Development Area A in PUD-66I. Any uses permitted by SP in the District, are now to be allowed by-right. Uses 2i, 2j, and 2k below are permitted within the CG Zoning District and are therefore allowable by-right within the boundaries of Development Area A pursuant to the provisions of Section 3.1.E.3 of the Broken Arrow Zoning Ordinance (Amended 04-04-2023). The following uses are deemed compatible with the desires and intent of PUD-66 and the best practices of a mixed-use development:

- a. Child Care Center
- b. Day Care Center or Nursery School
- c. College or University
- d. Animal Pet Shop, retail
- e. Veterinary Clinic/Animal Hospital
- f. Micro Food and Beverage Production
- g. Short Term Rental Type 2 or Type 3
- h. Entertainment venue as an Ancillary use to Restaurant or Bar/Lounge
- i. Horticulture Nursery Sales
- j. Fruit and Vegetable Market
- k. Open Air Market

For uses not specifically listed above, please reference Table 3.1-1: Table of Allowed Uses (Broken Arrow Zoning Ordinance)

**D. CG District Allowable Uses - Modifications for Development Area B**

The following is a list of modifications to CG District allowable uses standards, which are intended to prohibit, or allow by right, certain types of uses within the boundaries of Development Area B. These modifications will ensure that future development, and occupancy, of the site aligns with the overall vision for **The Plaza at Forest Ridge**:

**1. Prohibited Uses:**

Although allowed under the CG Zoning District, the following uses are to be prohibited within the boundaries of Development Area B in PUD-66I. The following uses are deemed incompatible with the desires and intent of PUD-66 and the best practices of a mixed-use development:

- a. Convalescent home, nursing home, or assisted living facility
- b. Telecommunications Tower



- c. Funeral services
- d. Medical marijuana, retail sale
- e. Gasoline Sales
- f. Convenience store with gas sales
- g. Vehicle service and repair, minor

**2. Additional Permitted Uses:**

Although not specifically allowed under the CG Zoning District, the following uses are to be allowed within the boundaries of Development Area B in PUD-66I. Any uses permitted by SP in the District, are now to be allowed by-right. The following uses are deemed compatible with the desires and intent of PUD-66 and the best practices of a mixed-use development:

- a. Child Care Center
- b. Day Care Center or Nursery School
- c. Animal Pet Shop, retail
- d. Veterinary Clinic/Animal Hospital
- e. Micro Food and Beverage Production
- f. Horticulture Nursery Sales
- g. Fruit and Vegetable Market
- h. Open Air Market
- i. Entertainment venue as an Ancillary use to Restaurant or Bar/Lounge

**E. CM District Allowable Uses - Modifications for Development Area C**

The following is a list of modifications to CM District allowable uses standards, which are intended to prohibit, or allow by right, certain types of uses within the boundaries of Development Area C. These modifications will ensure that future development, and occupancy, of the site aligns with the overall vision for **The Plaza at Forest Ridge**:

**1. Prohibited Uses:**

Although a wide variety of uses are allowed under the CM Zoning District, unless specifically listed in Section E.2 below, the only permitted uses in Development Area C are the Household Living uses permitted in the CM Zoning District and Visitor Accommodations as noted below. All other uses are prohibited.

**2. Additional Permitted Uses:**

Although not specifically allowed under the CM Zoning District, the following uses are to be allowed within the boundaries of Development Area C in PUD-66I, or within the proposed Community Green Space. Uses 2a, 2b, and 2c below are permitted within the CG Zoning District and are therefore allowable by-right within the boundaries of Development Area C pursuant to the provisions of Section 3.1.E.3 of the Broken Arrow Zoning Ordinance (Amended 04-04-2023). The following uses are deemed compatible with the desires and intent of PUD-66 and the best practices of a mixed-use development:

- a. Horticulture Nursery Sales
- b. Fruit and Vegetable Market
- c. Open Air Market
- d. Short Term Rental Type 2 or Type 3



For uses not specifically listed above, please reference Table 3.1-1: Table of Allowed Uses (Broken Arrow Zoning Ordinance)

**Note 1 – Short-term rentals, Type 2 and Type 3**

Pursuant to the City of Broken Arrow, Zoning Ordinance Section 3.2.6.c.i.. Other Requirements Established:

- i. *Outside of the Downtown Residential Overlay District and within Single-Family residential zoning districts, a Short Term Rental license will not be granted to any applicant where the proposed location would be located within a radius of three hundred (300) feet from any other Short Term Rental. The distance specified shall be measured from property boundaries.*

With the approval of PUD-66I and the Zone Change to the CM Zoning District (consistent with the Comprehensive Plan) any restrictions on the number of Short-Term rental units within the boundaries of PUD-66I is removed pursuant to the City of Broken Arrow Zoning Ordinance (Amended 04-04-2023), Section 3.2.6.c.i.. Said approval also removes any minimum separation distance requirements between short-term rentals within the boundaries of PUD-66I. Adjacent properties within Residential Zoning Districts, and outside the boundaries of PUD-66I, shall remain unaffected (including minimum separation distance to Short-Term rentals within PUD-66I) by the approval of PUD-66I.



## VII. Development Standards

### A. Dimensional and Density Standards

This PUD amendment proposes to be developed in accordance with the dimensional and density standards of the CM and CG zoning districts as defined by the Broken Arrow Zoning Ordinance (amended 04-04-23) current at the time of PUD application submittal. Exceptions and modifications are outlined below and as designated in the following subsection B (Design Standards: Attached Single-family and Live-Work Units).

STANDARD		CM ZONE REQUIREMENTS	
		Current	Proposed
Lot Area		Min: 5 acres	Min: 1300 s.f. for Live/Work Units Min. 1600 s.f. for S.F. Attached Units Min. 4000 s.f. for all other buildings/units
Min. Lot Frontage		None; Building shall occupy min. 35% of frontage line	None; Lot frontage shall vary depending upon building type
Building Coverage		Min: 50%	Min: 20%
Building Setback* See Note 2 below	Front	Min: 0, Max: 25'	Min: 0, Max: 50'
	Rear	None	None
	Side <i>abutting property in the same district</i>	None	None
	Side <i>abutting property in non-res district</i>	None	None
	Side or Rear <i>abutting property in residential or A-1 district</i>	None	10' to East Property Boundary Line 35' to South Property Boundary Line
Max Height		35' or 2.5 stories	40' or 3 stories for S.F. Attached Units 35' or 2.5 stories for all other buildings/units



STANDARD		CG ZONE REQUIREMENTS	
		Current	Proposed
Lot Area		None	Min. 4000 s.f. for all buildings/units
Min. Lot Frontage		200'	None; Lot frontage shall vary depending upon building type
Building Coverage		None	None
Building Setback* See Note 2 below	Front	50'	Min: 0, Max: 50'
	Rear	50'	0'
	Side <i>abutting property in the same district</i>	0'	0'
	Side <i>abutting property in non-res district</i>	0'	0'
	Side or Rear <i>abutting property in residential or A-1 district</i>	1-story: 50 Greater than one story less than 75 feet: 75 75 ft: min distance equal to bldg height	10'
Max Height		None	35' or 2.5 stories for all buildings/units

**Note 2 – Building Setbacks from exterior property lines**

Compact, mixed-use style developments typically have no setback requirements, or building separation requirements, with the exception of those that are necessary to meet Fire Code and/or traffic visibility requirements. However, setbacks are necessary along the exterior property boundaries to provide an appropriate separation distance between adjacent land uses, and to respect the privacy of adjacent property owners. The following building setbacks, from the exterior property lines, are established for PUD-66I:

- Building setback from the Southerly RoW line for Kenosha St. (Development Area B) – 17.5' feet (allowance for landscaping and utility easement)
- Building setback from Easterly Property Boundary (Development Areas A, B, and C) – 10 feet
- Building setback from Westerly Property Boundary (Development Areas A and B) – 10 feet
- Building setback from Southerly Property Line (Development Areas A and C) – 35 feet



**B. Design Standards: Single-Family Attached and Live-Work Units**

Single-Family attached residential units, and Live-Work Loft Units shall be developed in accordance with the design standards in the following table.

Standard	Requirement
Lot Area (Min.)	Min: 1300 s.f. for Live/Work Units Min. 1600 s.f. for S.F. Attached Units
Front Setback*	0' Min., Max. N/A (must comply with Fire Code)
Rear Setback (Min.)	0' (alley or rear-loaded access for parking shall be provided)
Side Setback (Min.)	0' (N/A for attached single-family units and lofts)
Space Between Buildings (Min.)	10' (space between end units)
Garage/Carport Location	Any provided garages or carports shall be located at the rear of the units
Access and Driveway Width (Max.)	60' RoW for Private Drives
Front Wall Width (Max.)	200'
Building Height	3 stories/40' (Max.)
1 <sup>st</sup> Floor, Finished Floor Height (above adjacent grade)	1' (Min.), 5' (Max.)
Roof Form	Pitched, Flat or Sloped
Floor Height	9' (Min.), 15' (Max.)
First Story Element	Shall include one or more of the following structural elements on the front-most facade of each unit: - Projecting Porch - Recessed Porch - Projecting Stoop
Blank Street-Facing Wall	30' (Max.)
Entry Presence	Visually connect entrance to street, private drive, common green, or adjacent golf course
Entry Path	Must connect to street or private drive through physical, demarcated paved path

*\*Many of the residential units are proposed to front along common green spaces and the Forest Ridge Golf Club; therefore, the front setback is determined by the primary pedestrian entry point to the residential unit.*

**C. Design Standards: Multi-family**

Multi-family residential development must be designed as side-by-side units that maintain a townhouse style of construction and must meet the same design requirements as the single-family attached and live-work units in Section IX.B.



**D. Design Standards: Drive-Through Facilities (Development Area B)**

Drive-through facilities shall be developed in accordance with the following design standards to ensure complementary design and safe pedestrian accessibility:

**1. General Provisions**

- a. A drive-through length is determined by the entire length of the operations including any required stacking space(s) to the pick-up window.
- b. Drive-through facilities speakers shall be oriented in such a manner as to not be audible to adjacent, residential land uses.
- c. A maximum of two of the required stacking spaces may alternatively be provided as curbside pick-up parking spaces.

**2. Building Orientation**

- a. Where possible, buildings should be placed close to and oriented toward the primary access street (private drive or southerly property boundary) within Development Area B.
- b. Sites with more than one principal commercial structure should be clustered to create a plaza or outdoor dining area between buildings.

**3. Pedestrian and Bicycle Circulation and Access**

- a. Pedestrian links should be provided among the public right-of-way, parking area, public open space, and building.
- b. Pedestrian routes that cross stacking lanes to get to the building's entrance are discouraged. If pedestrian paths cross a drive-through aisle, a raised pedestrian crossing shall be used and be marked with symbols, signage, and/or special painting.
- c. Pedestrian circulation should be accentuated by raised pedestrian crossings, textured and colored paving, accent planting and trees, and other elements such as fencing, trellises, and lighting.
- d. Walk-up windows, where provided, should be located near outdoor dining areas or other pedestrian areas, to encourage accessibility and limit vehicle and pedestrian conflicts.

**4. Circulation**

- a. Structures and on-site circulation systems shall be located to minimize pedestrian and vehicle conflicts.
- b. Reciprocal access between adjacent parking areas should be provided through a mutual access easement where feasible so that vehicles are not required to enter the street in order to move from one area to another on the same or adjacent sites.
- c. Curb-cuts should be minimized and shared driveway access is encouraged to reduce pedestrian conflicts along the street and promote walkability and accessibility.
- d. Drive-through aisles shall provide clear pavement markings for the entrance and direction of traffic flow.



**5. Landscaping**

- a. Stacking lanes shall be physically separated from parking lots, sidewalks, and pedestrian areas by a landscaped screen and/or architectural element, or combination thereof with a minimum height of four feet.
- b. Drive-through facilities windows and stacking lanes shall be visually screened from public road network elements by a landscaped screen and/or architectural element, or combination thereof with a minimum height of four feet.
- c. Where walls are used for screening, both sides should be architecturally treated to complement the adjacent buildings

**E. General Development Standards; Development Areas A, B, and C**

This PUD amendment proposes to be developed in accordance with the development standards of Chapter 5 of the Broken Arrow Zoning Ordinance current at the time of this PUD amendment application, except as modified below:

**1. Landscape Buffer**

- a. A landscape buffer of at least ten feet (10') in width will be provided along the most southerly property line, planted with one medium to large evergreen tree for every twenty (20) linear feet.
- b. No landscape buffer is required between non-residential and residential uses that are within the subject tract of this PUD amendment.

**2. Landscape Edge**

- a. A landscape edge will be provided along Kenosha Street in accordance with Section 5.2.B.1.a of the City of Broken Arrow Zoning Ordinance as development occurs for the pad sites located in Development Area B.
- b. A landscape edge is not required adjacent to the Private Streets in Development Areas A and B, with the exception of the front façade of the Live/Work Units in Development Area B. An exception is also granted for front porches, which may project into the landscape edge.
- c. A landscape edge will be provided adjacent to the front façade of the Single-Family Attached units in Development Area C. An exception is granted for front porches, which may project into the landscape edge.

**3. Interior Parking Lot Landscaping**

- a. The minimum width of interior parking lot landscape islands is nine feet (9'). The minimum size of parking lot landscape islands in square feet shall be provided in accordance with Section 5.2, B, 1, c. of the Zoning Ordinance.

**4. Screening Fence**

- a. An opaque screening fence shall be installed and maintained along the most southerly property line of PUD-66I (southerly line of Development Area C). The fence shall be at least six feet (6') and no more than eight feet (8') in height.



- b. No screening fence shall be required along the most easterly or westerly property boundaries within this PUD.
  - c. No screening fence is required between non-residential and residential uses that are within the subject tract of this PUD amendment.
5. **Street Access**
- a. This development includes private streets and a network of private drives and access ways that will be maintained by a property owners' corporation. Therefore, the requirement for a principal residence to be constructed on a lot that abuts a public street is waived for residential single-family attached use. All residential single-family attached units fronting along common open space or adjacent golf course shall provide public access along an abutting public sidewalk for pedestrian access.



## VIII. Off-Street Parking Standards

**Intent:** As the proposed development under PUD-66I is unique and does not readily fall into any specific category for parking minimums or maximums, the following criteria shall be established for determining minimum parking requirements within all development areas of PUD-66I. The parking requirements described below are similar to those established for the *New Orleans Square Overlay District* (adopted Feb. 15, 2022). See below for additional information on parking standards for New Orleans Square.

### 1. Required Parking

- a. The minimum number of parking spaces required for the entire site (Development Areas A, B and C) is 50% of the minimum required parking as determined by the regulations the City of Broken Arrow Zoning Ordinance, Section 5.4., Off-Street Parking and Loading (Amended 04-04-2023).
- b. Where the calculation of required parking spaces results in a fractional number, the fractional result is rounded up to the next highest whole number.

### 2. Reserved Parking

On-site parking spaces may be reserved for a specific tenant or unit, provided that the following standards are not exceeded.

#### a. Residential

- i. A maximum of 1 space per efficiency, 1-bedroom dwelling, or Live-Work Loft unit may be reserved.
- ii. A maximum of 2 spaces per 2-bedroom or greater dwelling unit may be reserved.

#### b. Nonresidential

No more than 1/3 of the total provided spaces may be reserved.

### 3. Overflow, Valet, and Special Event Parking

Overflow Parking, for use during peak periods, is available at the adjacent **Forest Ridge Golf Club**. An access drive is shown on Exhibit B (Conceptual Site Development Plan) and Exhibit D (Conceptual Access and Circulation Plan).

## **New Orleans Square Overlay District page 5-9 (pg. 131 of 150).**

### **§ 5.3.2. Parking**

#### **A. Intent**

1. *To reduce parking demand, support the use of alternative forms of transportation, promote reuse and redevelopment of existing buildings, reduce the overall cost of construction and development and increase the overall efficiency and use of taxable land within the city.*
2. *To help ensure parking lots are designed to create safe, comfortable and attractive environments for users and pedestrians, while also mitigating negative environmental effects through landscaping and surface design.*

#### **B. On-Site Parking**

##### **1. Required Parking**

- a. *The minimum number of required parking spaces for a site is 50% of the minimum required parking as determined by the regulations of ZO § 5.4., Off-Street Parking and Loading.*
- b. *Where the calculation of required parking spaces results in a fractional number, the fractional result is rounded up to the next highest whole number.*



## IX. Access and Circulation

### 1. Access

- a. **Streets, Private Drives, and Access Ways.** Access and circulation will be provided throughout the development by establishing new private streets along with a network of private drives and access ways. See the attached Exhibit D: Conceptual Access and Circulation Plan, identifying the location of the designated private streets. Final plans for streets and access ways will be determined during the platting process. The remaining alleys, drives and parking areas are intended to be private drives. A Property Owners' Association (POA) will be established and chartered with maintaining private common access and parking areas.

2. **Multi-Use Trail.** The Tulsa Regional Bicycle & Pedestrian Master Plan (GO Plan) proposes a bicycle/pedestrian trail along the south side of Kenosha Street. A ten (10)-foot bicycle/pedestrian trail will be provided, and the placement and layout of the trail connection shall be determined during the site plan process of any development abutting Kenosha Street.

3. **Sidewalks.** Sidewalks shall be constructed along new public/private streets as each internal, street-facing lot is developed. Sidewalks shall be a minimum of five (5) feet in width, ADA compliant, and shall tie into other sidewalks abutting the site boundaries.

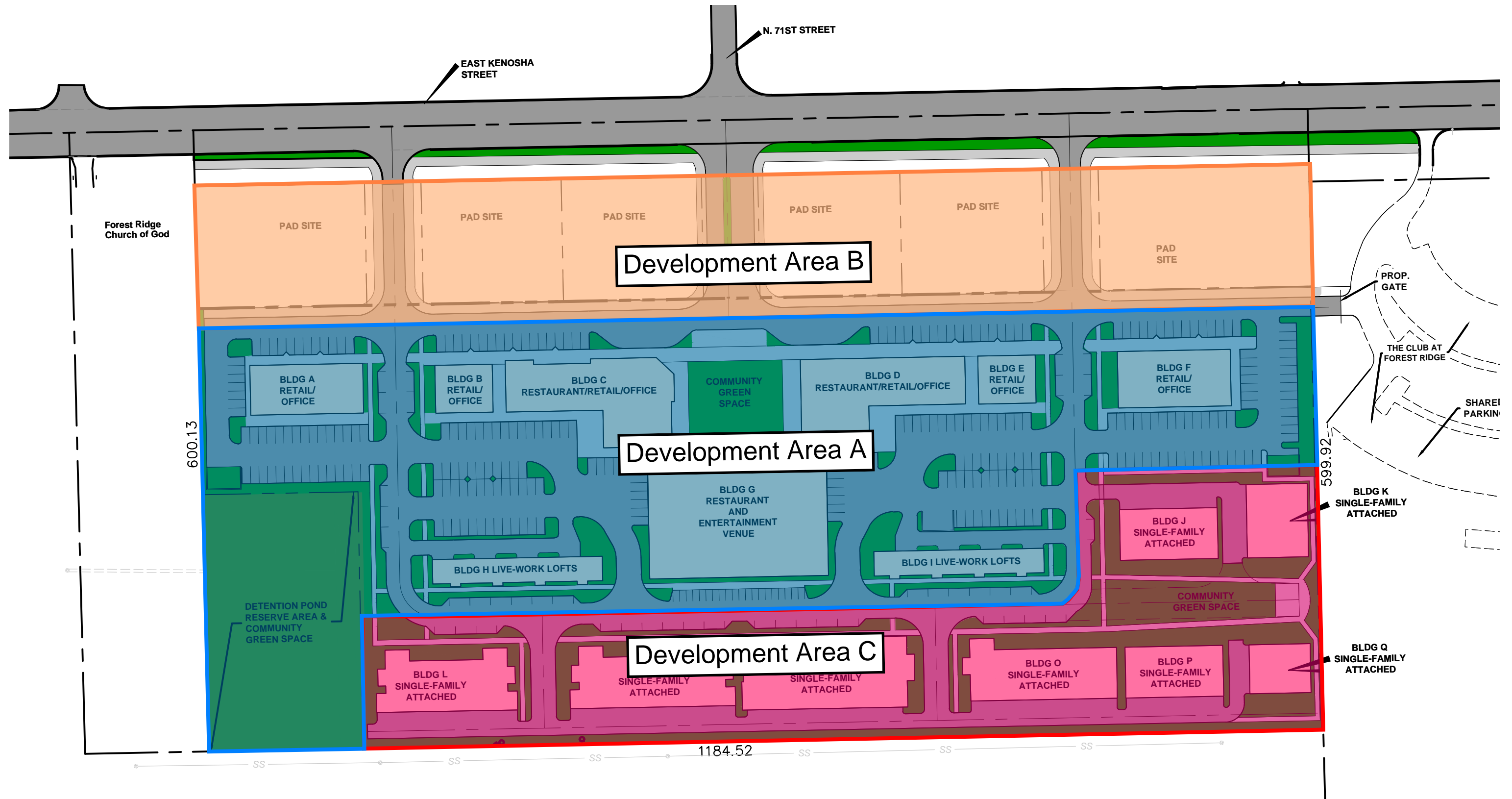


## X. Exhibits

- A. Development Area Map
- B. Conceptual Site Development Plan
- C. Conceptual Landscape Plan
- D. Access and Circulation Plan
- E. Conceptual Utilities Plan
- F. Conceptual Lot Line Layout
- G. Conceptual Parking Count
- H. Boundary and Topographic Survey

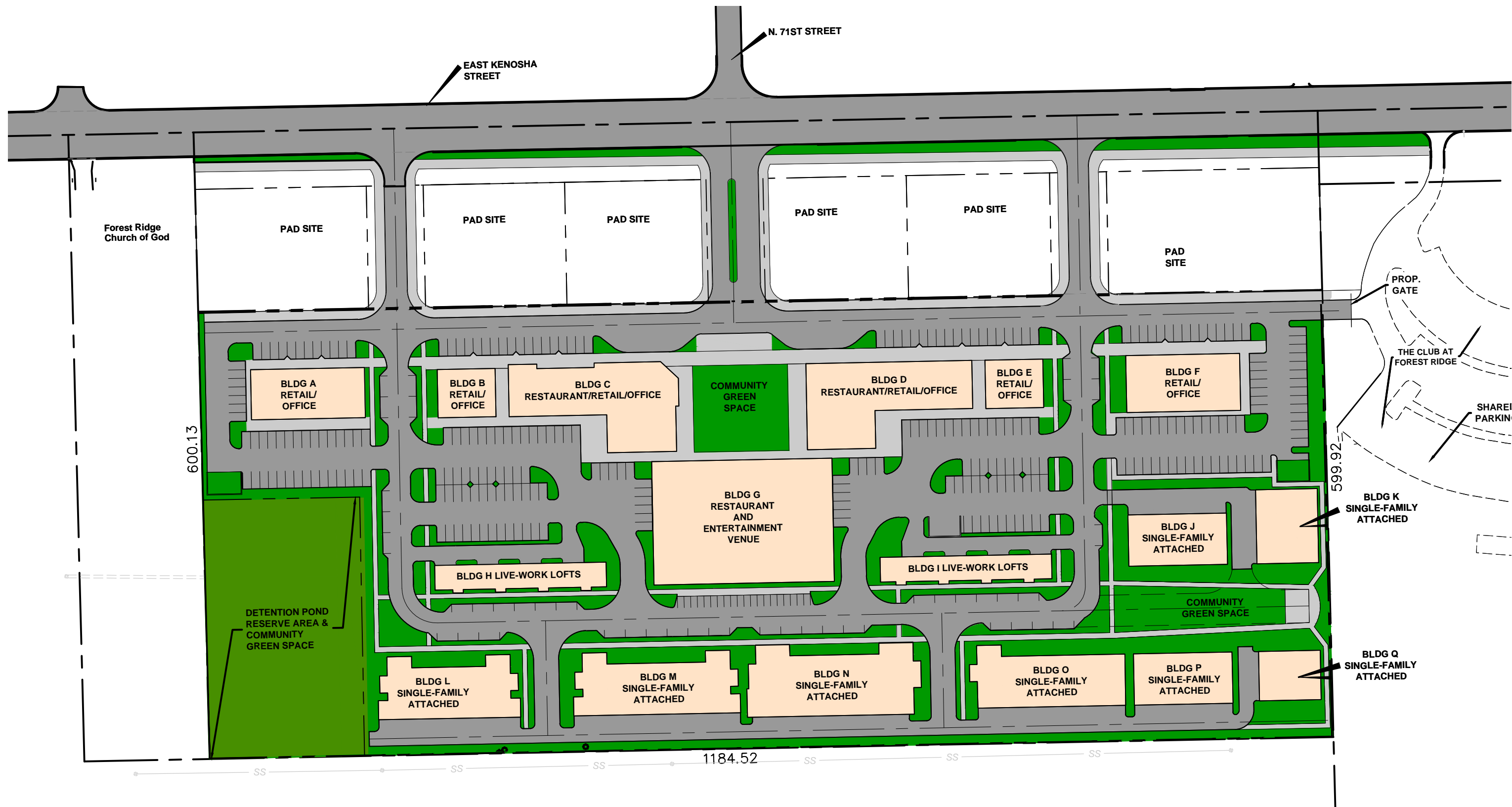


THE PLAZA AT FOREST RIDGE  
BROKEN ARROW, OK

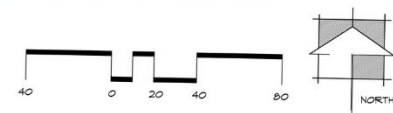




THE PLAZA AT FOREST RIDGE  
BROKEN ARROW, OK



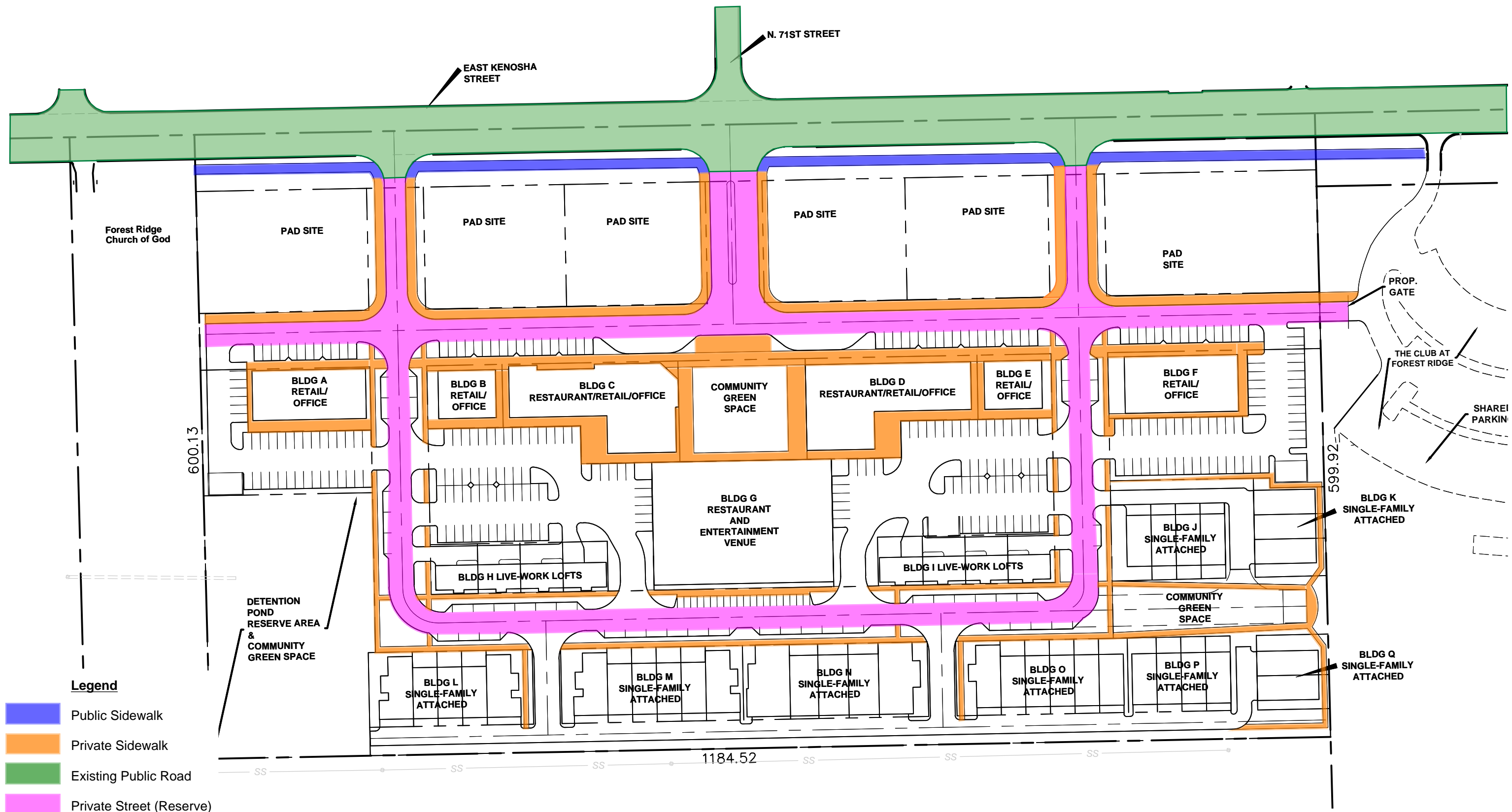




MAY 2025



THE PLAZA AT FOREST RIDGE  
BROKEN ARROW, OK



Legend

- Public Sidewalk
- Private Sidewalk
- Existing Public Road
- Private Street (Reserve)

**Westwood**

110 S. HARTFORD AVE., SUITE 2514-1  
TULSA, OK 74120 T:817.562.3350

Westwood Professional Services, Inc.

westwoodps.com

EXHIBIT D

CONCEPTUAL ACCESS & CIRCULATION PLAN

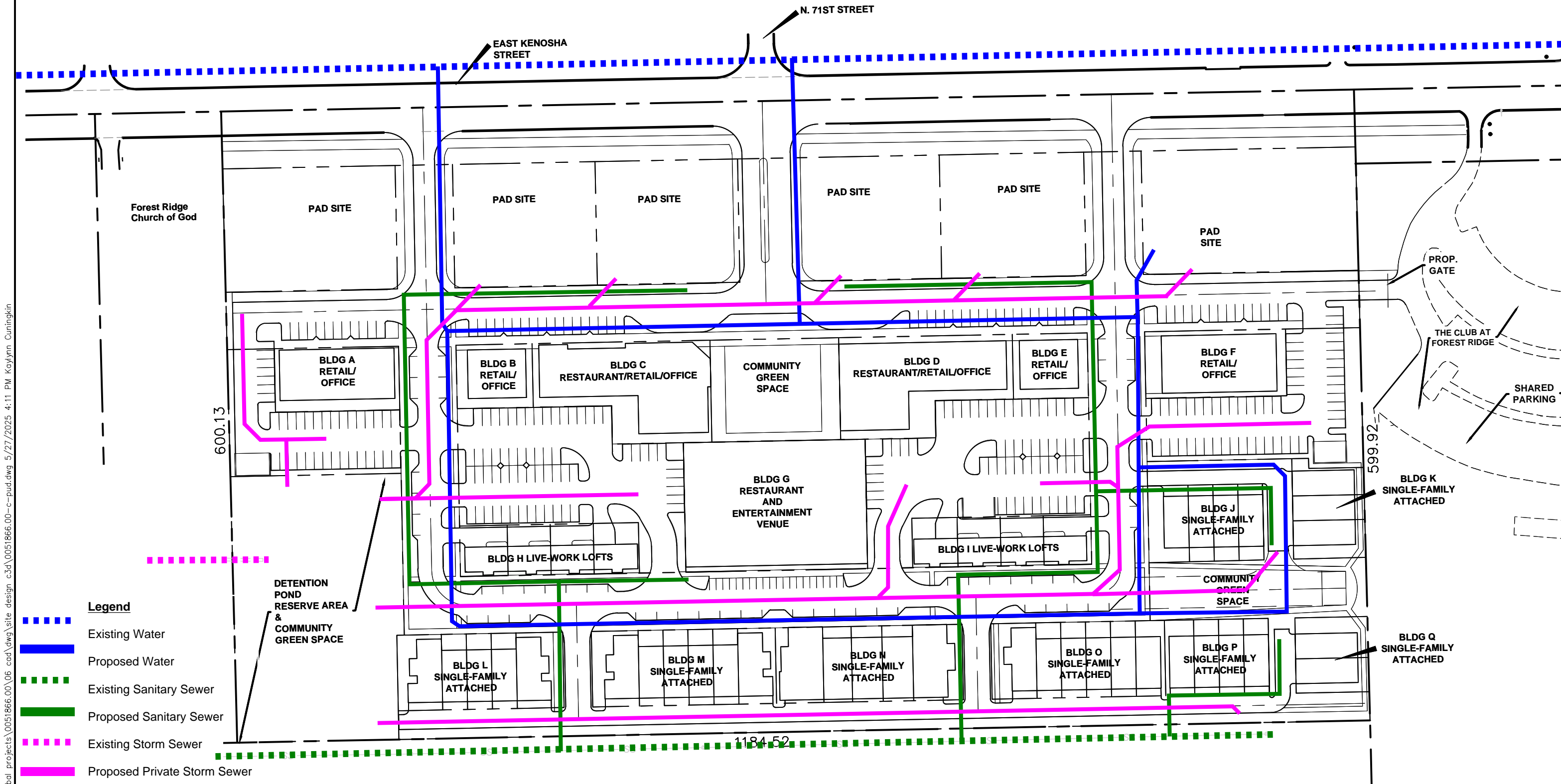


DATE: 03/21/2025  
PROJECT #: 0051866.00





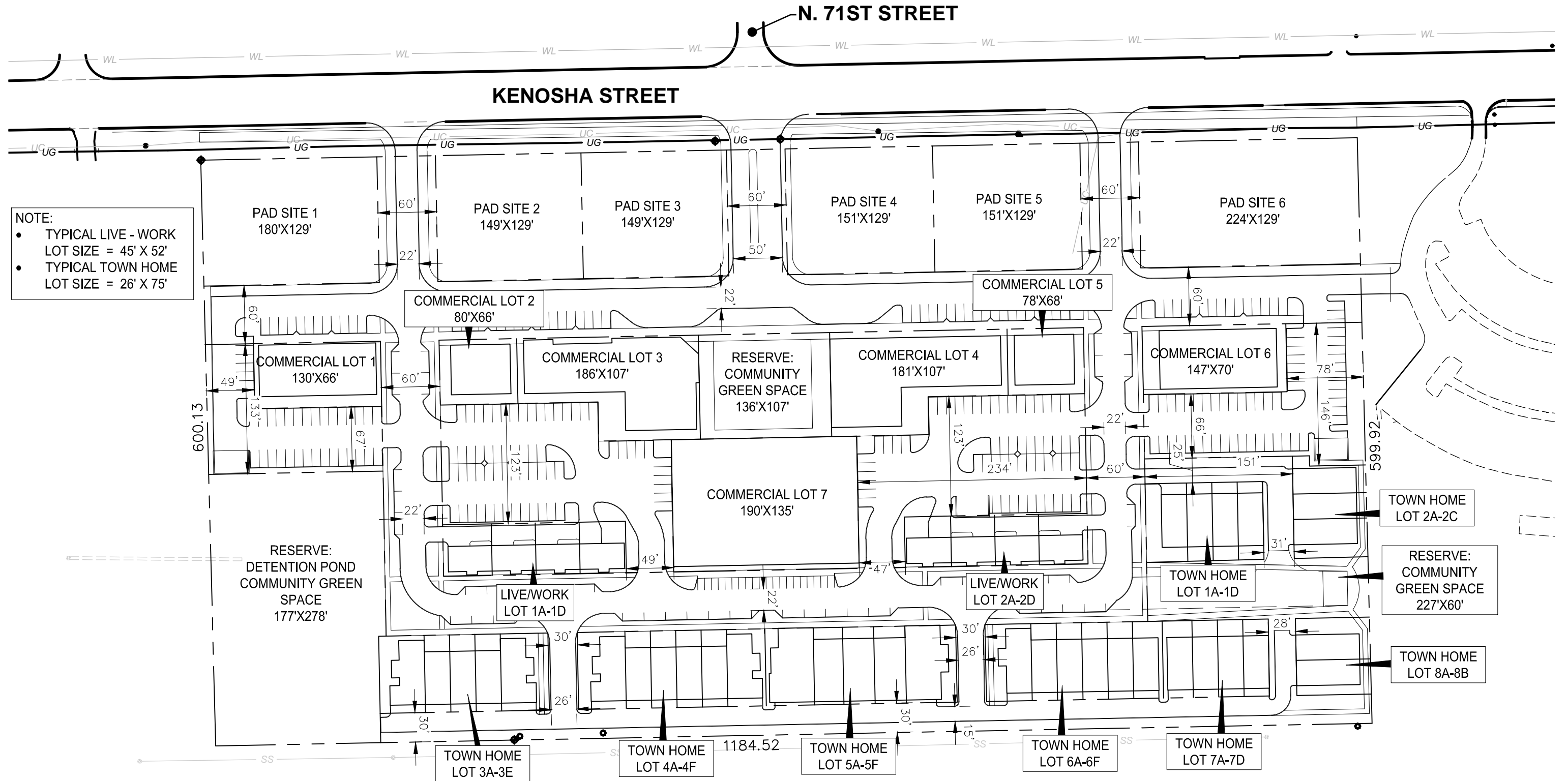
THE PLAZA AT FOREST RIDGE  
BROKEN ARROW, OK



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THE PLAZA AT FOREST RIDGE  
BROKEN ARROW, OK

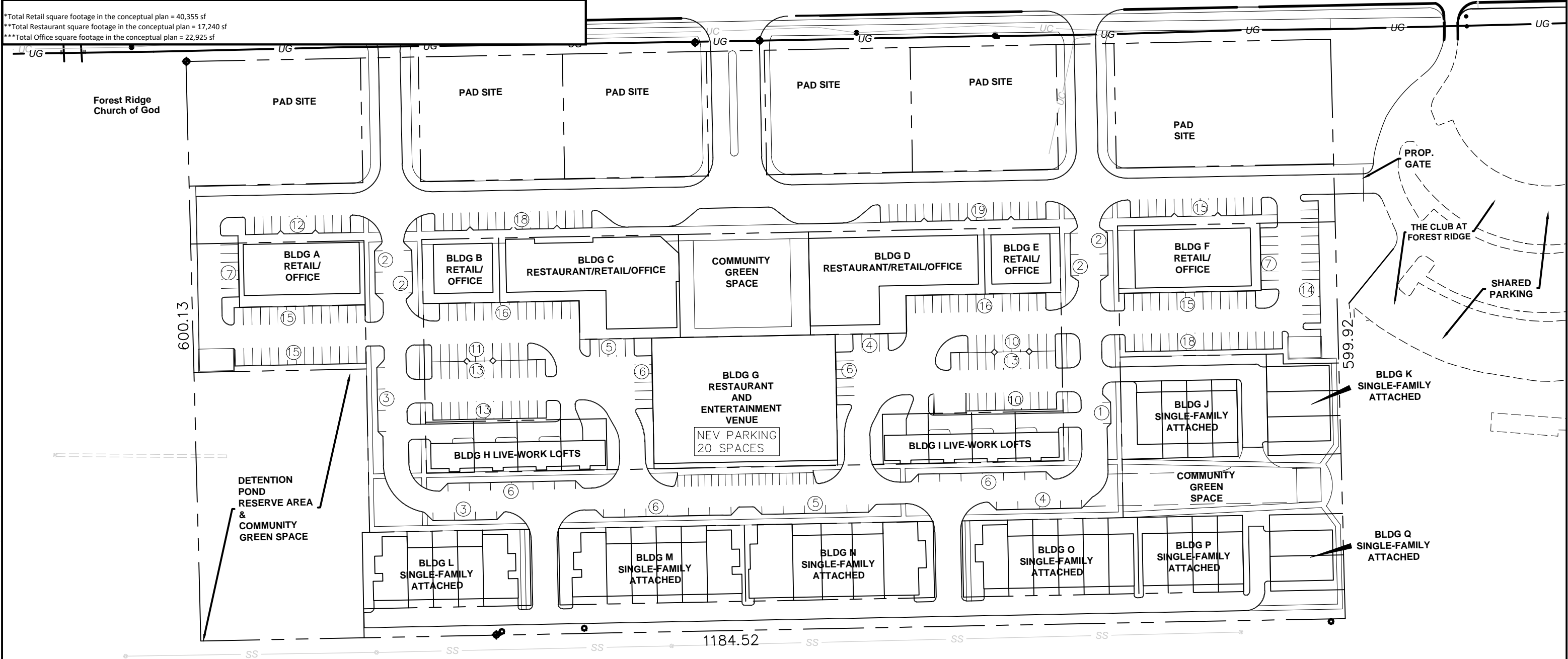




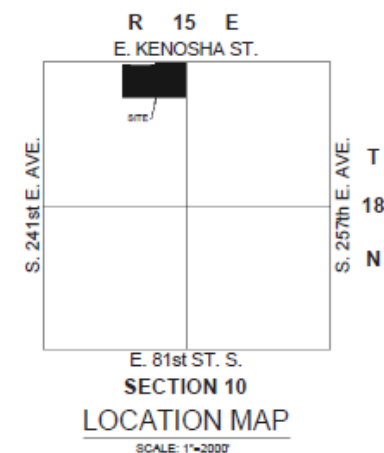
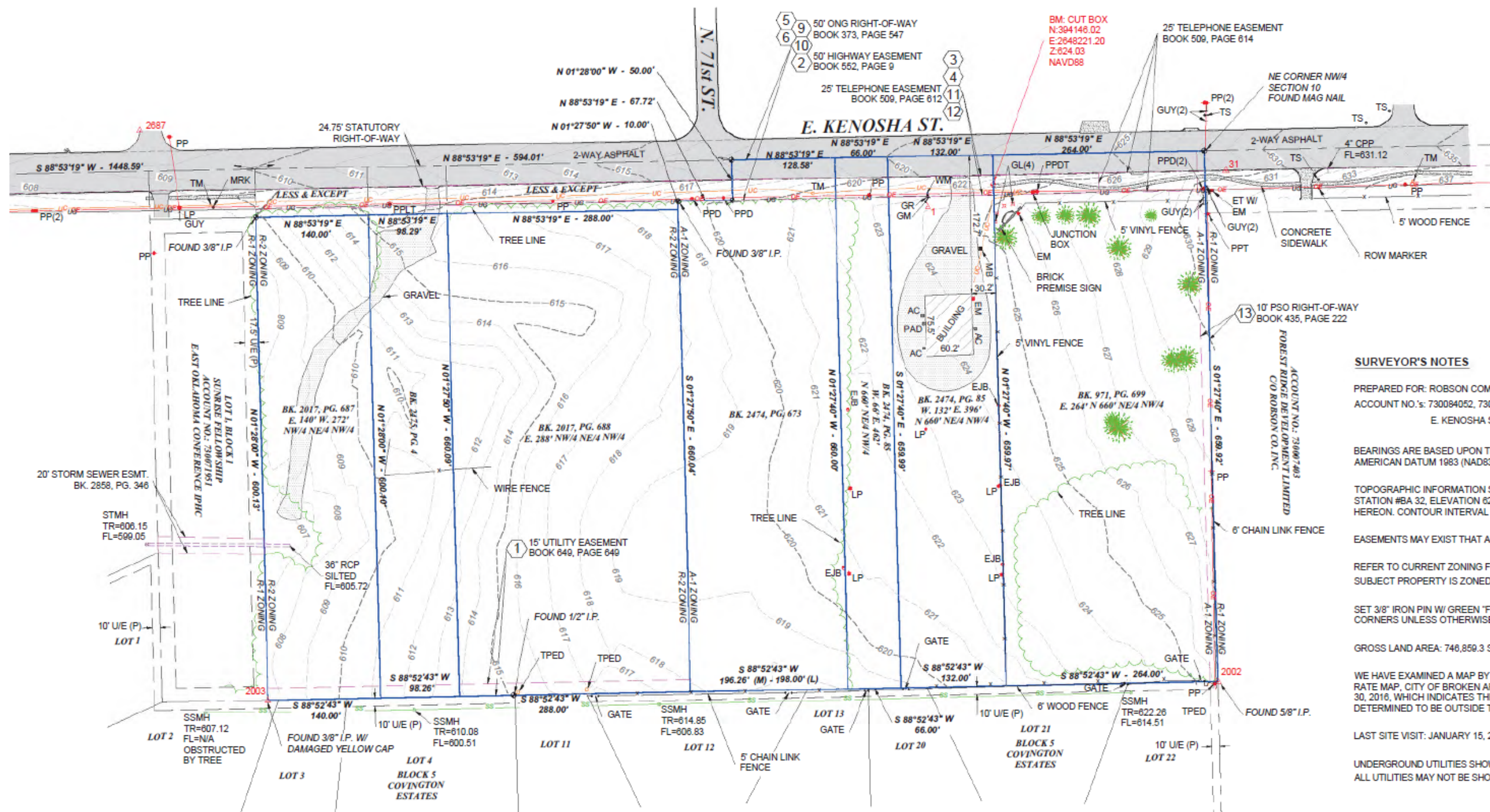
THE PLAZA AT FOREST RIDGE  
BROKEN ARROW, OK

Parking Count Table			
Development Area	Standard Requirements	Provided Parking Spots	Provided % Reduction
A	*Retail: 1 space/ 300sf = 135 spaces	301	79%
	**Restaurant: 1 space/ 100sf = 173 spaces		
	***Office: 1 space/ 300sf = 77 spaces Total = 385 spaces		
B	Retail: 1 space/ 300sf Restaurant: 1 space/ 100sf	Self Parking in the Future	N/A
C	70 (2 spaces per unit)	89 (2 spaces per unit + 19 on-street parking)	127%
TOTAL PARKING WITHIN THE DEVELOPMENT EXCLUDING GARAGE SPACES		320	83%

\*Total Retail square footage in the conceptual plan = 40,355 sf  
\*\*Total Restaurant square footage in the conceptual plan = 17,240 sf  
\*\*\*Total Office square footage in the conceptual plan = 22,925 sf







#### SURVEYOR'S NOTES

PREPARED FOR: ROBSON COMPANIES, LLC  
ACCOUNT NO.'s: 730084052, 730007387, 730007410, 730007370, 730007363, 730007341  
E. KENOSHA ST., BROKEN ARROW, WAGONER COUNTY, OK 74014

BEARINGS ARE BASED UPON THE OKLAHOMA STATE PLANE COORDINATE SYSTEM, (3501 OK N), NORTH AMERICAN DATUM 1983 (NAD83).

TOPOGRAPHIC INFORMATION SHOWN HEREON IS RELATIVE TO NAVD 1988 DATUM PER ADS CONTROL STATION #BA 32, ELEVATION 624.979' AS THE PRIMARY BENCHMARK. SITE BENCHMARK AS SHOWN HEREON. CONTOUR INTERVAL IS 1'.

EASEMENTS MAY EXIST THAT ARE NOT SHOWN.

REFER TO CURRENT ZONING FOR NEW CONSTRUCTION GUIDELINES.  
SUBJECT PROPERTY IS ZONED A-1 AND R-2 PER INCOG ZONING MAP.

SET 3/8" IRON PIN W/ GREEN "FRITZ CA5848" CAP OR MAG NAIL W/ "FRITZ CA5848" WASHER AT ALL CORNERS UNLESS OTHERWISE NOTED AND SHOWN HEREON.

GROSS LAND AREA: 746,859.3 SQ. FEET OR 17.15 ACRES

WE HAVE EXAMINED A MAP BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, FLOOD INSURANCE RATE MAP, CITY OF BROKEN ARROW, OKLAHOMA, COMMUNITY PANEL NO. 40145C0115J - SEPTEMBER 30, 2016, WHICH INDICATES THE SUBJECT PROPERTY TO BE WITHIN UNSHADED ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN).

LAST SITE VISIT: JANUARY 15, 2025.

UNDERGROUND UTILITIES SHOWN HEREON WERE DERIVED FROM OBSERVABLE FIELD EVIDENCE.  
ALL UTILITIES MAY NOT BE SHOWN - CALL OKIE 1-800-522-6543!

## Exhibit H

# Boundary and Topographic Survey

## The Plaza at Forest Ridge



## XI. Appendices

- A. Enhanced Accessibility; an Overview
- B. Mixed-Use; Design Philosophy and Example
- C. Architectural Theme
- D. Legal Descriptions for the Separate Parcels

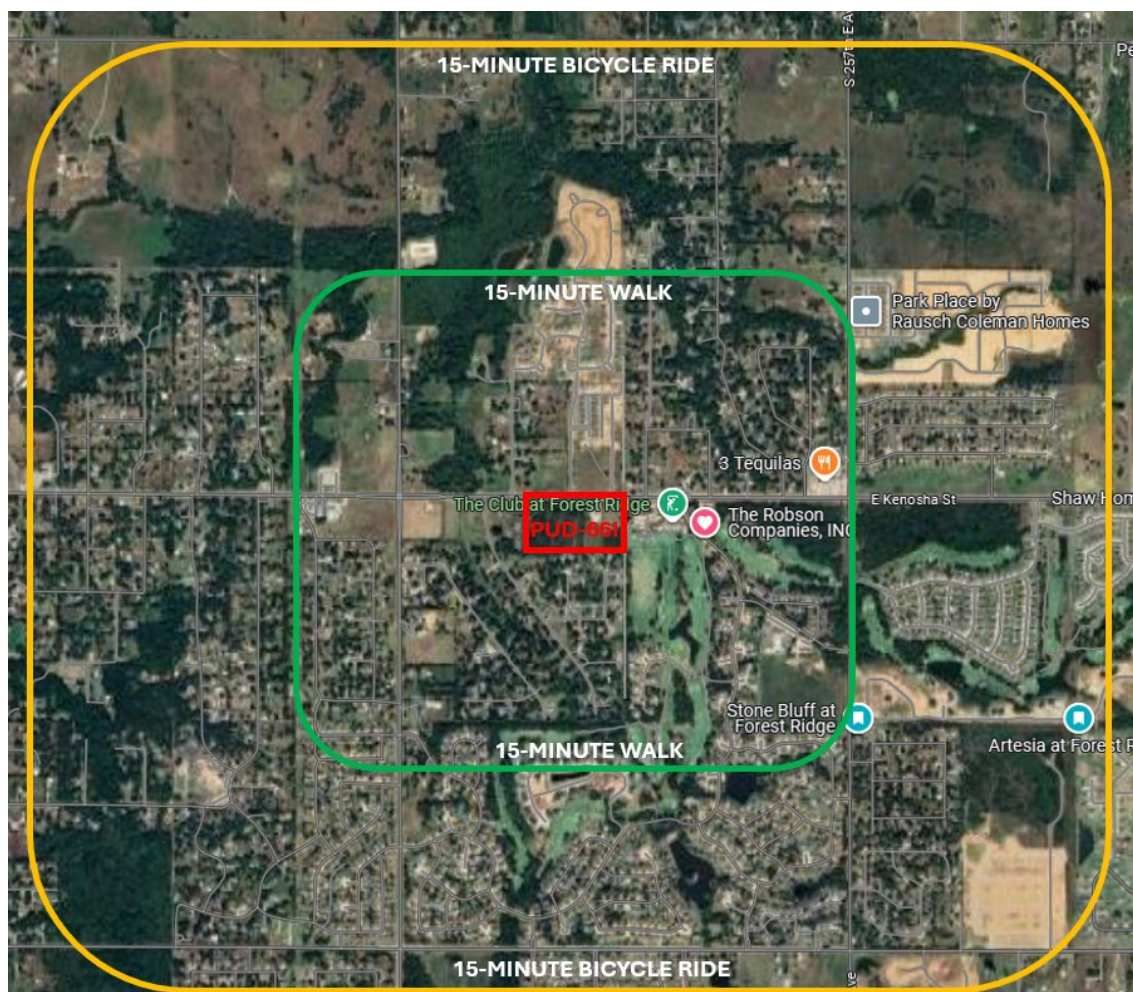


## APPENDIX A: Enhanced Accessibility; an Overview

Enhanced accessibility to **The Plaza at Forest Ridge** provides the local community with multiple modes of access to most daily necessities and services, such as work, shopping, healthcare, dining, entertainment, and leisure/social activities. For the local community, the daily necessities can be easily reached by a 15-minute walk, bike ride, neighborhood electric vehicle (NEV), or public transit ride from almost any point in surrounding neighborhoods. This design approach aims to reduce car dependency, promote healthy living, improve overall wellbeing, and provide enhanced quality of life for all residents within the nearby communities.

Implementing enhanced accessibility requires a multi-disciplinary approach, involving transportation planning, urban design, and policymaking, to create well-designed public spaces, pedestrian-friendly streets, and mixed-use development. The lifestyle changes afforded by a mixed-use neighborhood may include remote working or live/work options which reduce daily commuting supported by readily available information and communications technology. The concept has been described as a "return to a local way of life".

The figure below shows how various modes of travel (walking, bicycling, and NEV/Golf Carts) can access the amenities and meet the needs and desires of the local community within 15 minutes of **The Plaza at Forest Ridge**. Not shown is accessibility via NEV/Golf Cart which will extend for two (2) miles beyond the project boundaries.





## Appendix B: Mixed-Use; Design Philosophy and Example

The Plaza at Forest Ridge is to be designed, developed, and operated pursuant to many of the principles established by the City of Broken Arrow within the New Orleans Square Overlay District, the Downtown Master Plan, and the Downtown Residential Overlay District. Some of the basic tenets of these design principles can also be found within the City of Broken Arrow Zoning Ordinance, specifically in the CM, NM, and DM Zoning Districts. Many of these same philosophies and elements can also be found within the design principles for the Congress for New Urbanism (CNU), Urban Land Institute (ULI), Strong Towns, and the American Planning Association's New Urbanism Division (APA-NU).

A variety of elements of mixed-use design philosophy are included within conceptual development plan and PUD-66I. These design elements include, but are not limited to:

- The neighborhood, the district, and the corridor are the essential elements of development and redevelopment in the community. They form identifiable areas that encourage citizens to take responsibility for their maintenance and evolution.
- Neighborhoods should be compact, pedestrian friendly, and mixed-use. Districts generally emphasize a special single use and should follow the principles of neighborhood design when possible.
- Many activities of daily living should occur within walking distance, allowing independence to those who do not drive, especially the elderly and the young. Interconnected networks of streets should be designed to encourage walking, reduce the number and length of automobile trips, and conserve energy.
- Where available, Appropriate building densities and land uses should be within walking distance of transit stops, permitting public transit to become a viable alternative to the automobile.
- Streets and squares should be safe, comfortable, and interesting to the pedestrian. Properly configured, they encourage walking and enable neighbors to know each other and protect their communities.
- Architecture and landscape design should grow from local climate, topography, history, and building practice

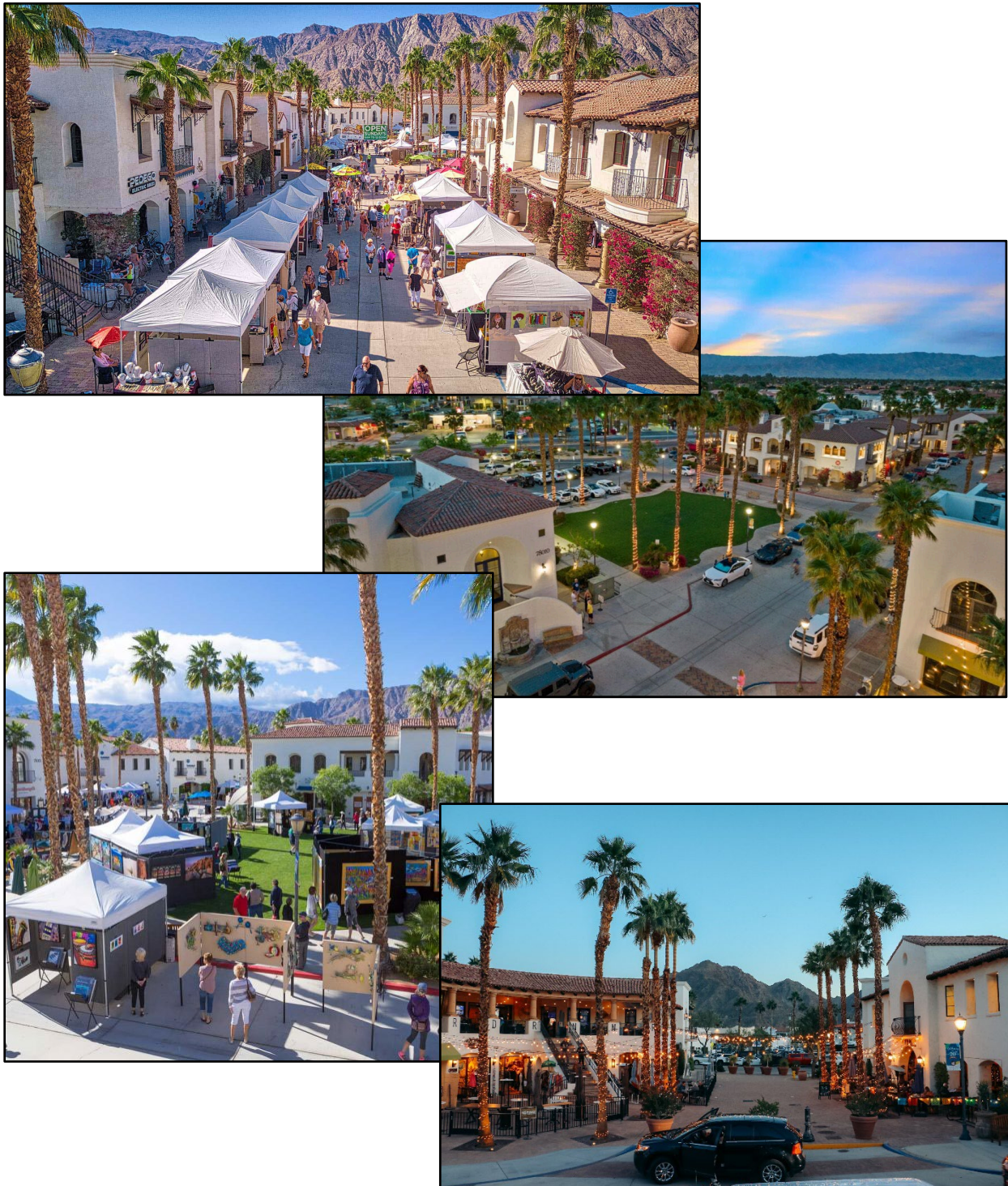
Beyond basic design philosophy, many residents of small and medium-sized communities are now gravitating toward walkable or accessible neighborhoods that provide a sense of place and provide additional opportunities to gather and socialize with neighbors. According to Hazel Borys in the Placemaking Journal:

- 66% of Americans believe that investing in transportation choice, walkability, and key community features is the best way to strengthen the economy. Less than 10% of Millennial and Boomer Generations want traditional, auto-dependent suburban living. "Economics of place" is likely to drive economic growth and development, through investing in local amenities and quality of life. (American Planning Association)
- Americans prefer walkable communities more so than they have in the past. 79% place importance on being within easy walking distance of neighborhood destinations. (National Association of Realtors)
- National retailers pay attention to Walk Score, often requiring a score of 80 or higher to consider adding a new store.
- Property values within walking distance of neighborhood gathering spaces are 40% higher than other properties in the same region. (American Public Transportation Association)



## Example of the Mixed-Use Form

Old Town La Quinta is a classic example of a successful, well-designed, mixed-use neighborhood that combines many of the architectural, physical, placemaking, and environmental elements proposed by **The Plaza at Forest Ridge in PUD-66I**. Old Town La Quinta is a walkable, human scale, mixed-use, neighborhood development, that combines retail space, professional offices, and residential units seamlessly. While the architectural style and landscaping are different from what is being proposed for **PUD-66I** with **The Plaza**, the end result is worthy of emulation.





## Appendix C: Architectural Theme

The Architectural Theme for **The Plaza at Forest Ridge** will build upon, and will enhance, the established architectural theme of the **Forest Ridge** Master Plan (PUD-66). Four significant structures have been constructed and are in daily operations that reflect the Southern Colonial, or Neo-Colonial Architectural Style. With the possible exception of any regional or national brands that may occupy the parcels nearest to Kenosha St., all future building designs will typify, this beautiful and timeless, architectural style.





## Appendix D: Legal Descriptions for the Separate Parcels

### LEGAL DESCRIPTION - AS PROVIDED - QCD BK. 2017, PG. 687

The East 140 Ft. of the West 272 Ft. of the NW1/4 of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, of the Indian Base and Meridian; Less and Except the North Sixty (60) Ft. of Said Property.

### LEGAL DESCRIPTION - AS PROVIDED - QCD BK. 2017, PG. 688

The East 288 Ft. of the NW1/4 of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, of the Indian Base and Meridian; Less and Except the North Sixty (60) Ft. of Said Property.

### LEGAL DESCRIPTION - AS PROVIDED - GWD BK. 971, PG. 699

The East 264 Ft. of the North 660 Ft. of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, of the Indian Base and Meridian.

### LEGAL DESCRIPTION - AS PROVIDED - GWD BK. 2475, PG. 4

A Tract of Land Lying in the N1/2 of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, of the Indian Base and Meridian, More Particularly Described as follows:

Beginning at a Point on the North Line of Said N1/2 of the NE1/4 of the NW1/4; Said Point lying 272 Ft. East of the Northwest Corner thereof; Thence N 89°49'19" E Along Said North Line a Distance of 100 Ft. to a Point; Thence S 00°04'55" E a Distance of 660.20 Ft. to a Point on the South Line of Said N1/2 of the NE1/4 of the NW1/4; Thence N 89°49'55" W along Said South Line a Distance of 100 Ft. to a Point; Thence N 00°06'43" W a Distance of 660.22 Ft. to the Point of Beginning. Less and Except the North 60 Ft. Thereof.

### LEGAL DESCRIPTION - AS PROVIDED - GWD BK. 2474, PG. 673

A Tract of Land in the NW1/4 of Section 10, Township 18 North, Range 15 East, of the Indian Base and Meridian, More Particularly Described as Follows:

Beginning at a Point on the North Line of Said Section, Said Point being 462 Ft. West of the NW Corner of the NW1/4; Thence South 660 Ft.; Thence West 198 Ft.; Thence North 660 Ft.; Thence East 198 Ft. to the Point of Beginning.

Less and Except a Strip, Piece or Parcel of Land lying in part of the N1/2 of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, Indian Base and Meridian. Said Parcel of Land Being Described as Follows:

The North 50.00 Ft., of the East 594.00 Ft., of the West 726.00 Ft., of Said N1/2 of the NE1/4 of the NW1/4.

### LEGAL DESCRIPTION - AS PROVIDED - GWD BK. 2474, PG. 85

The West 66 Ft. of the East 462 Ft. of the North 660 Ft. of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, of the Indian Base and Meridian

~AND~

The West 132 Ft., of the East 396 Ft., of the North 660 Ft. of the NE1/4 of the NW1/4 of Section 10, Township 18 North, Range 15 East, of The Indian Base and Meridian.





# City of Broken Arrow

## Request for Action

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**File #: 25-785, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06/02/2025**

**Title:**

Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1665, a Resolution of the City of Broken Arrow, Oklahoma (the “City”) approving action taken by the Broken Arrow Municipal Authority (the “Authority”) authorizing issuance, sale and delivery of the Authority’s Series 2025A Promissory Note to Oklahoma Water Resources Board; ratifying and confirming a Lease Agreement; ratifying and confirming a Sales Tax Agreement; and containing other provisions related thereto

**Background:**

Broken Arrow Municipal Authority has a list of projects that would qualify for the FAP Loan Program from the Oklahoma Water Resource Board. Resolution 1665 authorizes application of the Loan and authorizes the acceptance of the loan and issuance of the 2025A Promissory Note not to exceed \$26,400,000.

**Cost:** Estimated \$360,000

**Funding Source:** Proceeds from the OWRB loans

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

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

**Attachments:** Resolution No. 1665. List of projects, Public Law Firm PLLC contract

**Recommendation:**

Approve and authorize execution of Resolution No. 1665



PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE CITY COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA (THE “CITY”) MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS OF THE BROKEN ARROW CITY HALL, 220 SOUTH 1<sup>ST</sup> STREET, IN BROKEN ARROW, OKLAHOMA, ON THE 2<sup>ND</sup> DAY OF JUNE, 2025, AT 6:30 P.M.

PRESENT:

ABSENT:

(OTHER PROCEEDINGS)

Thereupon, the following resolution was introduced and caused to be read by title by the City Clerk. Councilmember \_\_\_\_\_ moved passage of the Resolution and Councilmember \_\_\_\_\_ seconded the motion. The motion carrying with it the approval of said Resolution was approved by the following vote:

AYE:

NAY:

The Resolution so approved is as follows:

**RESOLUTION NO. 1665**

A RESOLUTION OF THE CITY OF BROKEN ARROW, OKLAHOMA (THE “CITY”) APPROVING ACTION TAKEN BY THE BROKEN ARROW MUNICIPAL AUTHORITY (THE “AUTHORITY”) AUTHORIZING ISSUANCE, SALE AND DELIVERY OF THE AUTHORITY’S SERIES 2025A PROMISSORY NOTE TO OKLAHOMA WATER RESOURCES BOARD; RATIFYING AND CONFIRMING A LEASE AGREEMENT; RATIFYING AND CONFIRMING A SALES TAX AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATED THERETO.

WHEREAS, the Broken Arrow Municipal Authority (the “Authority”) did, by its Resolution adopted on June 2, 2025, authorize the issuance, sale and delivery of its Series 2025A Promissory Note to Oklahoma Water Resources Board, in order to finance the costs of certain improvements to the Authority’s water and sewer systems (the “Project”); and

WHEREAS, the City Council of the City of Broken Arrow, Oklahoma (the “City”) hereby determines that the actions taken by the Authority should be authorized and approved; and

WHEREAS, the City hereby determines that such other action necessary or attendant to accomplishment of the referenced financing should be considered by the City Council of the City.



NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF  
BROKEN ARROW, OKLAHOMA:

Section 1. Issuance of Note. That the issuance, sale and delivery of the Authority's Series 2025A Promissory Note to Oklahoma Water Resources Board in the principal amount of not to exceed \$26,400,000.00 (the "2025A Note"), all as approved by said Authority on June 2, 2025, be and hereby is authorized, approved and ratified.

Section 2. Approval. That all actions heretofore taken by the Authority in connection with the issuance, sale and delivery of the 2025A Note, and all other aspects of the transaction be and are hereby authorized, approved and ratified.

Section 3. Lease Agreement. The Lease Agreement and Operation and Maintenance Contract dated as of August 1, 1979 (the "Lease Agreement"), whereby the City leases its presently existing and hereafter acquired water, sanitary sewer, and solid waste disposal systems to the Authority and the Authority agrees to operate the same, is hereby ratified and confirmed and the term of said Lease Agreement shall extend until the 2025A Note is paid.

Section 4. Sales Tax Agreement. The Sales Tax Agreement dated as of November 1, 2019, by and between the City and the Authority pertaining to the City's agreement to annually appropriate and pay all sales tax proceeds derived from Ordinance No. 714 of the City over to the Authority to be used exclusively for the purposes set out in said Ordinance, is hereby ratified and confirmed.

Section 5. Necessary Action. That the Mayor or Vice-Mayor and City Clerk or Deputy City Clerk be and hereby are authorized and empowered to execute and deliver for and on behalf of the City any and all other documents or instruments reasonably necessary to accomplish the issuance, sale and delivery of the 2025A Note and all other aspects of the transaction.

[Remainder of Page Intentionally Left Blank]



APPROVED AND ADOPTED THIS 2<sup>ND</sup> DAY OF JUNE, 2025.

CITY OF BROKEN ARROW, OKLAHOMA

---

Mayor

ATTEST:

---

City Clerk

(SEAL)



STATE OF OKLAHOMA     )  
  )SS  
COUNTY OF TULSA        )

I, the undersigned, City Clerk of the City of Broken Arrow, Oklahoma, do hereby certify that the above and foregoing is a true, full and correct copy of an excerpt from the minutes of a meeting of the City Council of said City held on the date above stated, all as recorded in the official minutes of such meeting. I further certify that the “Open Meeting Law” was complied with for such meeting.

GIVEN UNDER MY HAND THIS 2<sup>ND</sup> DAY OF JUNE, 2025.

(SEAL)

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



## ATTACHMENT C

### 1.0 CLEAN WATER (CW) LOAN PROGRAM – ORF OR FAP

<u>Project</u>	<u>Cost</u>
Haikey Creek Plant – Composting Facility – <i>Construction</i>	\$12,000,000
Haikey Creek Lift Station Phase IV- <i>Construction</i>	\$2,000,000
Covington Creek Sewer Improvements- <i>Construction</i>	\$606,000
HWY 51 Sewer Extension (Blue Bell)- <i>Construction</i>	\$2,270,000
Adams Creek NW Force main Relocation- West- <i>Construction</i>	\$700,000
Turnberry Lift Station Rehabilitation- <i>Design/Construction</i>	\$313,000
Dresser Rand Lift Station Rehabilitation – <i>Design/Construction</i>	\$451,000
Windsor Lift Station Expansion/Elimination– <i>Design/Construction</i>	\$525,000
<b>SUB-TOTAL CW LOAN</b>	<b>\$18,865,000</b>

### 2.0 SAFE DRINKING WATER (SDW) LOAN PROGRAM – ORF OR FAP

<u>Project</u>	<u>Cost</u>
VRWTP Flow Meter Modifications	\$230,000
OOWA/Grand River Line Connection – <i>Design/Construction</i>	\$1,500,000
VRWTP Raw Water Pumps 4 & 5- <i>Construction</i>	\$615,000
Old Town Waterlines Misc. – <i>Design/Construction/Inspection</i>	\$1,127,500
Old Town Waterline Houston 1 <sup>st</sup> St. from Ft. Worth to 9 <sup>th</sup> St. – <i>Construction</i>	\$1,010,000
9 <sup>th</sup> St. 12" Waterline Turnpike to Florence- <i>Design/Property Acquisition/Construction</i>	\$595,000
2MG Water Tank Floor Restoration (Tiger Hill) – <i>Design/Construction</i>	\$1,050,000
<b>SUB-TOTAL SDW LOAN</b>	<b>\$6,127,500</b>

<b>TOTAL OWRB FY2026 LOAN PROGRAM</b>	<b>\$24,992,500.00</b>
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## AGREEMENT FOR BOND COUNSEL SERVICES

BROKEN ARROW MUNICIPAL AUTHORITY,  
TULSA COUNTY, OKLAHOMA  
SERIES 2025A PROMISSORY NOTE  
TO OKLAHOMA WATER RESOURCES BOARD

THIS AGREEMENT is entered into as of June 2, 2025, by and among THE PUBLIC FINANCE LAW GROUP PLLC (“PFLG”) and BROKEN ARROW MUNICIPAL AUTHORITY (the “Issuer”), an Oklahoma public trust, as follows:

### RECITALS

WHEREAS, the Issuer desires to engage PFLG as bond counsel in connection with the financing the construction of certain water and wastewater system improvements, along with related costs, in the aggregate principal amount of not to exceed \$26.4 million (collectively, the “Project”); and

WHEREAS, to finance all or a portion of the costs of the Project, the Issuer intends to issue or cause to be issued its Series 2025A Promissory Note to Oklahoma Water Resources Board (the “Note”) through the Oklahoma Water Resources Board’s State Loan Program (FAP); and

WHEREAS, PFLG possesses the necessary professional capabilities and resources to provide the legal services required by Issuer as described in this Agreement.

### AGREEMENTS

#### **1. Scope of Services.**

A. *Bond Counsel Services.* PFLG will render the following services as bond counsel to the Issuer:

- (1) Consultation with representatives of the Issuer, including the manager of the Issuer, the City Attorney’s office, as counsel to the Issuer (“Issuer’s Counsel”), Finance Director, financing and accounting staff, financial advisors, and others, with respect to the timing, terms and legal structure of the proposed financings.
- (2) Preparation of loan, security and other authorizing documents (the “Financing Documents”).



- (3) Review of documentation with respect to any letter of credit, bond insurance and/or reserve fund surety policy provided in connection with the Note, if any.
- (4) Attendance at such meetings or hearings of the Issuer and working group meetings or conference calls as the Issuer may request, and assistance to the Issuer staff in preparation of such explanations or presentations to the governing body of the Issuer as they may request.
- (5) Preparation of final closing papers to be executed by the Issuer required to effect delivery of the Note and coordination of the Note closing.
- (6) Rendering of bond counsel's customary final legal opinion on the validity of the Note and, with respect to a tax-exempt Note, the exemption from gross income for federal income tax purposes and from Oklahoma personal income tax of interest thereon.

PFLG and Issuer acknowledge that Issuer shall be represented by Issuer's Counsel for the purpose of rendering day-to-day and ongoing general counsel legal services. PFLG shall circulate documents to and coordinate its services with Issuer's Counsel to the extent requested by Issuer or Issuer's Counsel.

PFLG and Issuer further acknowledge that the Issuer shall be represented by Municipal Finance Services, Inc., a municipal advisor pursuant to the terms of SEC Rule 15Ba1-1 (referred to herein as an "Independent Registered Municipal Advisor" or "IRMA"). PFLG is a firm of attorneys who provide legal advice or services of a traditional legal nature to a client, and PFLG and its attorneys do not represent themselves to be a financial advisor or financial expert. Therefore, PFLG is excluded from the definition of Municipal Advisor, and PFLG does not intend to provide any advice with respect to municipal financial products or the issuance of municipal securities outside of the scope of traditional legal services and advice customarily rendered by bond counsel in public finance transactions. Notwithstanding the foregoing, in the event certain advice may be construed as beyond the scope of traditional legal services, the Issuer specifically acknowledges that PFLG may avail itself of the IRMA exemption under SEC Rule 15Ba1-1 on the basis that (i) the Issuer is represented by an Independent Registered Municipal Advisor not associated with PFLG, (ii) the Issuer hereby advises PFLG that the Issuer is represented by and will rely on the advice of its duly retained Independent Registered Municipal Advisor, and (iii) the Issuer has been advised that PFLG is not a municipal advisor and PFLG owes no federal statutory fiduciary duty to the Issuer.

In rendering opinions and performing legal services under this Agreement, PFLG shall be entitled to rely on the accuracy and completeness of information provided and certifications made by, and opinions provided by counsel to, Issuer, the Independent Registered Municipal Advisor, property owners and other parties and consultants, without independent investigation or verification.

PFLG's services are limited to those specifically set forth above. PFLG's services do not include representation of Issuer or any other party to the transaction in any litigation or other legal



or administrative proceeding involving the Note, the Project or any other matter. PFLG's services also do not include any responsibility for compliance with state blue sky, environmental, land use, real estate or similar laws or for title to or perfection of security interests in real or personal property. PFLG will not be responsible for preparing, reviewing, or opining with respect to any Official Statement and/or any Continuing Disclosure Undertakings applicable to the Note (if any), including but not limited to the accuracy, completeness or sufficiency of the Official Statement, Continuing Disclosure Undertaking, or other offering material relating to the Note. PFLG's services do not include any financial advice or analysis. PFLG will not be responsible for the services performed or acts or omissions of any other participant. Also, PFLG's services will not extend past the date of issuance of the Note and will not, for example, include services related to rebate compliance or continuing disclosure or otherwise related to the Note, Note proceeds or the Project after issuance of the Note.

## **2. Compensation and Reimbursements.**

A. *Compensation for Bond Counsel Services.* For services as bond counsel to the Issuer, PFLG shall be paid a fixed fee at the time of issuance of the Note, calculated as follows:

- (1) \$35,000.00, plus
- (2) One half of one percent (0.5%) of the original gross proceeds of the Note over \$7,000,000 up to and including \$10,000,000, plus
- (3) One quarter of one percent (0.25%) of the original gross proceeds of the Note above \$10,000,000.

B. *Expenses.* PFLG shall also be paid a fixed amount of \$2,000.00 in connection with the Note issuance to cover expenses and transcript production and distribution, provided, that any filing, publication, recording or printing costs or similar third party costs required in connection with the issuance of the Note shall be paid directly by the Issuer, but if paid by PFLG on behalf of the Issuer, shall be reimbursed to PFLG on demand.

C. *Payment.* Fees and expenses shall be payable by Issuer at the time of issuance of the Note. Payment of all fees and expenses hereunder shall be made at closing from proceeds of the Note and shall be entirely contingent upon issuance of the Note.

D. *Termination of Agreement and Legal Services.* This Agreement and all legal services to be rendered under it may be terminated at any time by written notice from either party, with or without cause. In that event, all finished and unfinished documents prepared for adoption or execution by Issuer, shall, at the option of Issuer, become its property and shall be delivered to it or to any party it may designate; provided that PFLG shall have no liability whatsoever for any subsequent use of such documents. In the event of termination by Issuer, PFLG shall be paid for all satisfactory work, unless the termination is made for cause, in which event compensation, if any, shall be adjusted in the light of the particular facts and circumstances involved in the termination. If not sooner terminated as aforesaid, this Agreement and all legal services to be rendered under it shall terminate upon issuance



of the Note; provided that Issuer shall remain liable for any unpaid compensation or reimbursement due under Section 2 hereof. Upon termination, PFLG shall have no future duty of any kind to or with respect to the Note or the Issuer.

**3. Nature of Engagement; Relationships With Other Parties.**

The role of bond counsel, generally, is to prepare or review the procedures for issuance of the bonds, notes or other evidence of indebtedness and to provide an expert legal opinion with respect to the validity thereof and other subjects addressed by the opinion. Consistent with the historical origin and unique role of such counsel, and reliance thereon by the public finance market, PFLG's role as bond counsel under this Agreement is to provide an opinion and related legal services that represent an objective judgment on the matters addressed rather than the partisan position of an advocate.

In performing its services in connection with the Note, PFLG will act as special counsel to Issuer with respect to issuance of the Note; i.e., PFLG will assist the Issuer's Counsel in representing Issuer but only with respect to validity of the Note and the Financing Documents, and the tax status of interest on the Note, in a manner not inconsistent with the role of bond counsel described above.

Issuer acknowledges that PFLG regularly performs legal services for many private and public entities in connection with a wide variety of matters. For example, PFLG has represented, is representing or may in the future represent other public entities, underwriters, trustees, rating agencies, insurers, credit enhancement providers, lenders, contractors, suppliers, financial and other consultants/advisors, accountants, investment providers/brokers, providers/brokers of derivative products and others who may have a role or interest in the Note financing or the Project or that may be involved with or adverse to Issuer in this or some other matter. PFLG agrees not to represent any such entity in connection with the Note financing, during the term of this Agreement, without the consent of Issuer. Given the special, limited role of bond counsel described above, Issuer acknowledges that no conflict of interest exists or would exist, and waives any conflict of interest that might appear actually or potentially to exist, now or in the future, by virtue of this Agreement or any such other attorney-client relationship that PFLG may have had, have or enter into, and Issuer specifically consents to any and all such relationships.

**4. Limitation of Rights to Parties; Successor and Assigns.**

Nothing in this Agreement or in any of the documents contemplated hereby, expressed or implied, is intended or shall be construed to give any person other than Issuer and PFLG any legal or equitable right or claim under or in respect of this Agreement, and this Agreement shall inure to the sole and exclusive benefit of Issuer and PFLG.

PFLG may not assign its obligations under this Agreement without written consent of Issuer except to a successor partnership or corporation to which all or substantially all of the assets and operations of PFLG are transferred. Issuer may assign its rights and obligations under this Agreement to (but only to) any other public entity that issues the Note (if not the Issuer). Issuer shall not otherwise assign its rights and obligations under this Agreement without written consent



of PFLG. All references to PFLG and Issuer in this Agreement shall be deemed to refer to any such successor of PFLG and to any such assignee of Issuer and shall bind and inure to the benefit of such successor and assignee whether so expressed or not.

**5. Counterparts.**

This Agreement may be executed in any number of counterparts and each counterpart shall for all purposes be deemed to be an original, and all such counterparts shall together constitute but one and the same Agreement.

**6. Notices.**

Any and all notice pertaining to this Agreement shall be sent by U.S. Postal Service, first class, postage prepaid to:

PFLG:

The Public Finance Law Group PLLC  
5657 N. Classen Boulevard, Suite 100  
Oklahoma City, OK 73118  
Attention: Allan A. Brooks or Nathan D. Ellis

ISSUER:

Broken Arrow Municipal Authority  
PO Box 610  
Broken Arrow, OK 74013-0610  
Attention: City Manager

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Issuer and PFLG have executed this Agreement by their duly authorized representatives as of the date provided above.

**THE PUBLIC FINANCE LAW GROUP PLLC**

By: \_\_\_\_\_  
Nathan D. Ellis, Esq.

**BROKEN ARROW MUNICIPAL AUTHORITY**

By: \_\_\_\_\_  
Title: Chairman  
Date: June 2, 2025





# City of Broken Arrow

## Request for Action

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**File #: 25-786, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06/02/2025**

**Title:**

Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1667, a Resolution of the City of Broken Arrow, Oklahoma (the “City”) authorizing the Broken Arrow Economic Development Authority (the “Authority”) to assist the City in carrying out and administering the Hackberry Market Economic Development Project Plan adopted by the City; approving the incurrence of indebtedness by the Authority issuing its Tax Apportionment Bonds, Taxable Series 2025 (Hackberry Market Increment District Project) (the “Bonds”) in one or more series; providing that the organizational document creating the Authority is subject to the provisions of the Indenture authorizing the issuance of said Bonds; waiving competitive bidding and authorizing the sale of said Bonds by the Authority at negotiated sale and at a price less than par; approving and authorizing execution of a Security Agreement by and between the City and the Authority pertaining to the pledge of certain sales tax increment revenues; approving the forms of a Continuing Disclosure Agreement and an Official Statement; approving the use of assistance in development financing; approving and authorizing execution of a Development Financing Assistance Agreement; and containing other provisions relating thereto

**Background:**

The city has adopted and approved the Hackberry Market Economic Development project plan by Ordinance 3875 on May 6, 2025 and has created Increment District #6. The Authority has approved the issuance of its Tax Apportionment Bonds, Taxable Series 2025 (Hackberry Market Increment District Project) in one or more series (collectively, the “Series 2025 Bonds”), for the purpose of (i) financing and/or reimbursing certain Project Costs authorized under the Project Plan, including specifically certain site development costs as described in the Project Plan (collectively, the “Project”); (ii) funding a reasonably required reserve fund; (iii) funding certain capitalized interest; and (iv) paying certain costs associated with the issuance of the Series 2025. Resolution 1667 authorizes the city approval of the issuance of the obligations by the Authority to implement the project plan and accomplish the project.

**Cost:** Estimated \$520,800

**Funding Source:** Proceeds from the loan

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

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

**Attachments:** Resolution No. 1667, estimate of issuance cost



**Recommendation:**

Approve and authorize execution of Resolution No. 1667



## RESOLUTION NO. 1667

A RESOLUTION OF THE CITY OF BROKEN ARROW, OKLAHOMA (THE “CITY”) AUTHORIZING THE BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY (THE “AUTHORITY”) TO ASSIST THE CITY IN CARRYING OUT AND ADMINISTERING THE HACKBERRY MARKET ECONOMIC DEVELOPMENT PROJECT PLAN ADOPTED BY THE CITY; APPROVING THE INCURRENCE OF INDEBTEDNESS BY THE AUTHORITY ISSUING ITS TAX APPORTIONMENT BONDS, TAXABLE SERIES 2025 (HACKBERRY MARKET INCREMENT DISTRICT PROJECT) (THE “BONDS”) IN ONE OR MORE SERIES; PROVIDING THAT THE ORGANIZATIONAL DOCUMENT CREATING THE AUTHORITY IS SUBJECT TO THE PROVISIONS OF THE INDENTURE AUTHORIZING THE ISSUANCE OF SAID BONDS; WAIVING COMPETITIVE BIDDING AND AUTHORIZING THE SALE OF SAID BONDS BY THE AUTHORITY AT NEGOTIATED SALE AND AT A PRICE LESS THAN PAR; APPROVING AND AUTHORIZING EXECUTION OF A SECURITY AGREEMENT BY AND BETWEEN THE CITY AND THE AUTHORITY PERTAINING TO THE PLEDGE OF CERTAIN SALES TAX INCREMENT REVENUES; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; APPROVING THE USE OF ASSISTANCE IN DEVELOPMENT FINANCING; APPROVING AND AUTHORIZING EXECUTION OF A DEVELOPMENT FINANCING ASSISTANCE AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

WHEREAS, the Broken Arrow Economic Development Authority (the “Authority”) has been created by a Trust Indenture dated November 19, 1973, as supplemented and amended by an Amendment to Trust Indenture dated March 11, 1982, as supplemented and amended by a Second Amendment to Trust Indenture dated August 4, 1983, and as further supplemented and amended by a Third Amendment to Trust Indenture dated March 18, 2014, for the use and benefit of the City of Broken Arrow, Oklahoma (the “City”), under authority of and pursuant to the provisions of Title 60, Oklahoma Statutes 2021, Sections 176 to 180.4, inclusive, as amended and supplemented (the “Act”), the Oklahoma Trust Act and other applicable statutes of the State of Oklahoma; and

WHEREAS, the City has adopted and approved the Hackberry Market Economic Development Project Plan (the “Project Plan”) by Ordinance No. 3875 on May 6, 2025 (the “TIF Ordinance”), pursuant to the Oklahoma Local Development Act, Title 62, Oklahoma Statutes 2021, Section 850, *et seq.* as amended (the “Local Development Act”); and

WHEREAS, the City, by virtue of the TIF Ordinance, and as commenced effective July 1, 2025, extending for a term of twenty-five years ending June 30, 2050, pursuant to Resolution No. 1654 adopted and approved by the City on May 6, 2025, has created Increment District No. 6, City of Broken Arrow (the “Increment District”), pursuant to the Local Development Act; and

WHEREAS, the Authority, the City, and Hackberry Market, LLC (including its successors and assigns, the “Developer”), desire to enter into a Development Financing Assistance Agreement (the “Development Agreement”) for the purpose of providing a framework for the completion of



the proposed development within the Increment District described as the Project in the Project Plan; and

WHEREAS, the Authority and the City have agreed to provide assistance in development financing (as authorized by Section 853(14)(o) of the Local Development Act), including specifically the reimbursement of authorized Project Costs, all as more fully set forth in the Economic Development Agreement; and

WHEREAS, the Authority has heretofore designated D.A. Davidson & Co., to serve as Underwriter for the Bonds: and

WHEREAS, the City desires to grant approval for the issuance of the obligations by the Authority to implement the Project Plan and accomplish the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA:

SECTION 1. AUTHORITY THE DESIGNATED PUBLIC ENTITY. The Authority is designated as the public entity authorized to assist the City in carrying out and administering the provisions of the Project Plan and to exercise all powers necessary thereto except those powers reserved to the City by the TIF Ordinance and the Local Development Act.

SECTION 2. INDEBTEDNESS AUTHORIZED. The Authority is hereby authorized to incur an indebtedness by the issuance of its Tax Apportionment Bonds, Taxable Series 2025 (Hackberry Market Increment District Project) in one or more series, in the aggregate principal amount of not to exceed \$28,000,000.00 (the “Bonds”), according to the terms and conditions of a General Bond Indenture, as supplemented and amended by a Series 2025 Supplemental Bond Indenture, both by and between the Authority and BancFirst, as Trustee (collectively, the “Indenture”), provided that said Bonds shall never constitute a debt of the City of Broken Arrow, Oklahoma (the “City”).

SECTION 3. ORGANIZATIONAL DOCUMENT SUBJECT TO INDENTURE. The organizational document creating the Authority, is hereby made subject to the terms of the Indenture authorizing the issuance and securing the payment of the Bonds as more fully described in Section 2 hereof.

SECTION 4. WAIVING COMPETITIVE BIDDING; APPROVAL OF SALE PROCEEDINGS. The waiving of Competitive Bidding for the sale of said Bonds and the sale of said Bonds by the Authority pursuant to a Bond Purchase Agreement with D.A. Davidson & Co. (the “Underwriter”) as designated in a Certificate of Determination of the Authority to be executed prior to closing the Bonds, is hereby approved and the Mayor or Vice Mayor is authorized to approve any changes or additions to said Bond Purchase Agreement.

SECTION 5. SECURITY AGREEMENT. The Security Agreement by and between the Authority and the City (the “Security Agreement”) pertaining to the transfer of the Sales Tax Increment Revenues (as defined in the TIF Ordinance) to the Authority in furtherance of the implementation of the Project Plan, is hereby approved and the Mayor or Vice Mayor and City Clerk



or Deputy City Clerk are hereby authorized to execute same for and on behalf of the City, and to do all other lawful things to carry out the terms and conditions of said Security Agreement.

SECTION 6. OFFICIAL STATEMENT AND CONTINUING DISCLOSURE AGREEMENT. The Continuing Disclosure Agreement and Official Statement pertaining to the Bonds, forms of which are incorporated herein by reference, are hereby approved with such additions, omissions and changes as may be approved by the persons executing the same, and the Mayor and City Clerk (or in their absence or incapacity, the Vice Mayor and Deputy Clerk, respectively) are authorized to execute the Continuing Disclosure Agreement and the Mayor, Vice Mayor or City Manager is authorized to sign the Official Statement for and on behalf of the City.

SECTION 7. ASSISTANCE IN DEVELOPMENT FINANCING. The use of assistance in development financing, as contemplated in the Development Agreement, and as authorized by Section 853(14)(o) of the Local Development Act, is hereby approved.

SECTION 8. DEVELOPMENT AGREEMENT. The Development Financing Assistance Agreement by and among the Authority, the City, and Hackberry Market, LLC, as Developer (the "Development Agreement") is hereby approved and the Mayor or Vice Mayor and City Clerk or Deputy City Clerk are hereby authorized to execute same for and on behalf of the City, and to do all other lawful things to carrying out the terms and conditions of said Development Agreement.

SECTION 9. APPROVING DOCUMENTS; AUTHORIZING EXECUTION. The Mayor or Vice Mayor and City Clerk or Deputy City Clerk at the closing of the above referenced bond issue is hereby authorized to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other security or securities-related documents, disbursement orders, or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds; to approve and make any changes to the documents approved by this Resolution, for and on behalf of the City, the execution and delivery of such documents being conclusive as to the approval of any changes contained therein by the City; and to execute, record and file any and all the necessary financing statements, security instruments, including but not limited to the documents approved hereby, and to consummate the transaction contemplated hereby.

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PASSED AND APPROVED THIS 2<sup>ND</sup> DAY OF JUNE, 2021.

CITY OF BROKEN ARROW, OKLAHOMA

(SEAL)

By: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
City Clerk



CERTIFICATE  
OF  
CITY COUNCIL ACTION

I, the undersigned, hereby certify that I am the duly qualified and acting City Clerk of the City of Broken Arrow, Oklahoma.

I further certify that the City Council of the City of Broken Arrow, Oklahoma, held a Regular Meeting at 6:30 o'clock p.m., on June 2, 2025, after due notice was given in full compliance with the Oklahoma Open Meeting Act.

I further certify that attached hereto is a full and complete copy of a Resolution that was passed and approved by said City Council at said meeting as the same appears in the official records of my office and that said Resolution is currently in effect and has not been repealed or amended as of this date.

I further certify that below is listed those Council Members present and absent at said meeting; those making and seconding the motion that said Resolution be passed and approved; and those voting for and against such motion:

PRESENT:

ABSENT:

MOTION MADE BY:

MOTION SECONDED BY:

AYE:

NAY:

WITNESS MY HAND THIS 2<sup>ND</sup> DAY OF JUNE, 2025.

CITY OF BROKEN ARROW, OKLAHOMA

(SEAL)

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



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**SOURCES AND USES OF FUNDS****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025****Sources:**

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Bond Proceeds:	
Par Amount	27,620,000.00
Original Issue Discount	-464,403.45
	<hr/>
	27,155,596.55

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**Uses:**

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Project Fund Deposits:	
Project Costs	21,201,619.05
Other Fund Deposits:	
Debt Service Reserve Fund	2,762,000.00
Capitalized Interest Fund	<hr/>
	2,348,403.97
	5,110,403.97
Cost of Issuance:	
Bond Counsel Fee	217,150.00
Bond Counsel Expenses	2,500.00
Financial Advisor Fee	217,150.00
Financial Advisor Expenses	2,000.00
Disclosure Counsel Fee	25,000.00
Trustee Bank Acceptance Fee	4,000.00
Tax Increment District Creation Legal Fee	<hr/>
	53,000.00
	520,800.00
Underwriter's Discount:	
Average Takedown	276,200.00
Underwriter's Counsel	35,000.00
Expenses	<hr/>
	10,000.00
	321,200.00
Other Uses of Funds:	
Additional Proceeds	1,573.53
	<hr/>
	27,155,596.55

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**COST OF ISSUANCE****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

<i><b>Cost of Issuance</b></i>	<i><b>\$/1000</b></i>	<i><b>Amount</b></i>
Bond Counsel Fee	7.86206	217,150.00
Bond Counsel Expenses	0.09051	2,500.00
Financial Advisor Fee	7.86206	217,150.00
Financial Advisor Expenses	0.07241	2,000.00
Disclosure Counsel Fee	0.90514	25,000.00
Trustee Bank Acceptance Fee	0.14482	4,000.00
Tax Increment District Creation Legal Fee	1.91890	53,000.00
	18.85590	520,800.00



UNDERWRITER'S DISCOUNT

Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025

<i>Underwriter's Discount</i>	<i>\$/1000</i>	<i>Amount</i>
Average Takedown	10.00000	276,200.00
Underwriter's Counsel	1.26720	35,000.00
Expenses	0.36206	10,000.00
	11.62925	321,200.00



## BOND SUMMARY STATISTICS

### Broken Arrow Economic Development Authority Tax Apportionment Bonds, Taxable Series 2025

Dated Date	06/25/2025
Delivery Date	06/25/2025
First Coupon	12/01/2025
Last Maturity	06/01/2050
Arbitrage Yield	6.374468%
True Interest Cost (TIC)	6.486225%
Net Interest Cost (NIC)	6.393307%
All-In TIC	6.671704%
Average Coupon	6.243253%
Average Life (years)	18.955
Weighted Average Maturity (years)	18.960
Duration of Issue (years)	10.961
Par Amount	27,620,000.00
Bond Proceeds	27,155,596.55
Total Interest	32,686,468.97
Net Interest	33,472,072.42
Bond Years from Dated Date	523,548,666.67
Bond Years from Delivery Date	523,548,666.67
Total Debt Service	60,306,468.97
Maximum Annual Debt Service	5,637,875.00
Average Annual Debt Service	2,418,708.65
Underwriter's Fees (per \$1000)	
Average Takedown	10.000000
Other Fee	1.629254
Total Underwriter's Discount	11.629254
Bid Price	97.155672

<i>Bond Component</i>	<i>Par Value</i>	<i>Price</i>	<i>Average Coupon</i>	<i>Average Life</i>
Term Bond No 1	2,760,000.00	98.792	5.500%	7.624
Term Bond No 2	4,230,000.00	97.551	5.750%	13.150
Term Bond No 3	6,975,000.00	98.318	6.250%	18.123
Term Bond No 4	13,655,000.00	98.461	6.375%	23.470
	27,620,000.00			18.955

	<i>TIC</i>	<i>All-In TIC</i>	<i>Arbitrage Yield</i>
Par Value	27,620,000.00	27,620,000.00	27,620,000.00
+ Accrued Interest			
+ Premium (Discount)	-464,403.45	-464,403.45	-464,403.45
- Underwriter's Discount	-321,200.00	-321,200.00	
- Cost of Issuance Expense		-520,800.00	
- Other Amounts			
Target Value	26,834,396.55	26,313,596.55	27,155,596.55
Target Date	06/25/2025	06/25/2025	06/25/2025
Yield	6.486225%	6.671704%	6.374468%



**Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

Dated Date	06/25/2025	
Delivery Date	06/25/2025	
First Coupon	12/01/2025	
Par Amount	27,620,000.00	
Original Issue Discount	-464,403.45	
Production	27,155,596.55	98.318597%
Underwriter's Discount	-321,200.00	-1.162925%
Purchase Price	26,834,396.55	97.155672%
Accrued Interest		
Net Proceeds	26,834,396.55	



**BOND DEBT SERVICE****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

<i>Period Ending</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Debt Service</i>	<i>Annual Debt Service</i>	<i>Bond Balance</i>	<i>Total Bond Value</i>
06/25/2025						27,620,000	27,620,000
12/01/2025			737,303.13	737,303.13		27,620,000	27,620,000
06/01/2026			850,734.38	850,734.38	1,588,037.51	27,620,000	27,620,000
12/01/2026			850,734.38	850,734.38		27,620,000	27,620,000
06/01/2027			850,734.38	850,734.38	1,701,468.76	27,620,000	27,620,000
12/01/2027			850,734.38	850,734.38		27,620,000	27,620,000
06/01/2028			850,734.38	850,734.38	1,701,468.76	27,620,000	27,620,000
12/01/2028			850,734.38	850,734.38		27,620,000	27,620,000
06/01/2029	160,000	5.500%	850,734.38	1,010,734.38	1,861,468.76	27,460,000	27,460,000
12/01/2029			846,334.38	846,334.38		27,460,000	27,460,000
06/01/2030	285,000	5.500%	846,334.38	1,131,334.38	1,977,668.76	27,175,000	27,175,000
12/01/2030			838,496.88	838,496.88		27,175,000	27,175,000
06/01/2031	340,000	5.500%	838,496.88	1,178,496.88	2,016,993.76	26,835,000	26,835,000
12/01/2031			829,146.88	829,146.88		26,835,000	26,835,000
06/01/2032	395,000	5.500%	829,146.88	1,224,146.88	2,053,293.76	26,440,000	26,440,000
12/01/2032			818,284.38	818,284.38		26,440,000	26,440,000
06/01/2033	460,000	5.500%	818,284.38	1,278,284.38	2,096,568.76	25,980,000	25,980,000
12/01/2033			805,634.38	805,634.38		25,980,000	25,980,000
06/01/2034	525,000	5.500%	805,634.38	1,330,634.38	2,136,268.76	25,455,000	25,455,000
12/01/2034			791,196.88	791,196.88		25,455,000	25,455,000
06/01/2035	595,000	5.500%	791,196.88	1,386,196.88	2,177,393.76	24,860,000	24,860,000
12/01/2035			774,834.38	774,834.38		24,860,000	24,860,000
06/01/2036	670,000	5.750%	774,834.38	1,444,834.38	2,219,668.76	24,190,000	24,190,000
12/01/2036			755,571.88	755,571.88		24,190,000	24,190,000
06/01/2037	750,000	5.750%	755,571.88	1,505,571.88	2,261,143.76	23,440,000	23,440,000
12/01/2037			734,009.38	734,009.38		23,440,000	23,440,000
06/01/2038	840,000	5.750%	734,009.38	1,574,009.38	2,308,018.76	22,600,000	22,600,000
12/01/2038			709,859.38	709,859.38		22,600,000	22,600,000
06/01/2039	935,000	5.750%	709,859.38	1,644,859.38	2,354,718.76	21,665,000	21,665,000
12/01/2039			682,978.13	682,978.13		21,665,000	21,665,000
06/01/2040	1,035,000	5.750%	682,978.13	1,717,978.13	2,400,956.26	20,630,000	20,630,000
12/01/2040			653,221.88	653,221.88		20,630,000	20,630,000
06/01/2041	1,140,000	6.250%	653,221.88	1,793,221.88	2,446,443.76	19,490,000	19,490,000
12/01/2041			617,596.88	617,596.88		19,490,000	19,490,000
06/01/2042	1,260,000	6.250%	617,596.88	1,877,596.88	2,495,193.76	18,230,000	18,230,000
12/01/2042			578,221.88	578,221.88		18,230,000	18,230,000
06/01/2043	1,385,000	6.250%	578,221.88	1,963,221.88	2,541,443.76	16,845,000	16,845,000
12/01/2043			534,940.63	534,940.63		16,845,000	16,845,000
06/01/2044	1,520,000	6.250%	534,940.63	2,054,940.63	2,589,881.26	15,325,000	15,325,000
12/01/2044			487,440.63	487,440.63		15,325,000	15,325,000
06/01/2045	1,670,000	6.250%	487,440.63	2,157,440.63	2,644,881.26	13,655,000	13,655,000
12/01/2045			435,253.13	435,253.13		13,655,000	13,655,000
06/01/2046	1,825,000	6.375%	435,253.13	2,260,253.13	2,695,506.26	11,830,000	11,830,000
12/01/2046			377,081.25	377,081.25		11,830,000	11,830,000
06/01/2047	1,990,000	6.375%	377,081.25	2,367,081.25	2,744,162.50	9,840,000	9,840,000
12/01/2047			313,650.00	313,650.00		9,840,000	9,840,000
06/01/2048	2,175,000	6.375%	313,650.00	2,488,650.00	2,802,300.00	7,665,000	7,665,000
12/01/2048			244,321.88	244,321.88		7,665,000	7,665,000
06/01/2049	2,365,000	6.375%	244,321.88	2,609,321.88	2,853,643.76	5,300,000	5,300,000
12/01/2049			168,937.50	168,937.50		5,300,000	5,300,000
06/01/2050	5,300,000	6.375%	168,937.50	5,468,937.50	5,637,875.00		
	27,620,000		32,686,468.97	60,306,468.97	60,306,468.97		



**NET DEBT SERVICE****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

<i>Date</i>	<i>Principal</i>	<i>Coupon</i>	<i>Interest</i>	<i>Total Debt Service</i>	<i>Debt Service Reserve Fund</i>	<i>Capitalized Interest Fund</i>	<i>Net Debt Service</i>	<i>Annual Net D/S</i>
12/01/2025			737,303.13	737,303.13	-23,937.33	-737,303.13	-23,937.33	
06/01/2026			850,734.38	850,734.38	-27,620.00	-850,734.38	-27,620.00	-51,557.33
12/01/2026			850,734.38	850,734.38	-27,620.00	-850,734.38	-27,620.00	
06/01/2027			850,734.38	850,734.38	-27,620.00		823,114.38	795,494.38
12/01/2027			850,734.38	850,734.38	-27,620.00		823,114.38	
06/01/2028			850,734.38	850,734.38	-27,620.00		823,114.38	1,646,228.76
12/01/2028			850,734.38	850,734.38	-27,620.00		823,114.38	
06/01/2029	160,000	5.500%	850,734.38	1,010,734.38	-27,620.00		983,114.38	1,806,228.76
12/01/2029			846,334.38	846,334.38	-27,620.00		818,714.38	
06/01/2030	285,000	5.500%	846,334.38	1,131,334.38	-27,620.00		1,103,714.38	1,922,428.76
12/01/2030			838,496.88	838,496.88	-27,620.00		810,876.88	
06/01/2031	340,000	5.500%	838,496.88	1,178,496.88	-27,620.00		1,150,876.88	1,961,753.76
12/01/2031			829,146.88	829,146.88	-27,620.00		801,526.88	
06/01/2032	395,000	5.500%	829,146.88	1,224,146.88	-27,620.00		1,196,526.88	1,998,053.76
12/01/2032			818,284.38	818,284.38	-27,620.00		790,664.38	
06/01/2033	460,000	5.500%	818,284.38	1,278,284.38	-27,620.00		1,250,664.38	2,041,328.76
12/01/2033			805,634.38	805,634.38	-27,620.00		778,014.38	
06/01/2034	525,000	5.500%	805,634.38	1,330,634.38	-27,620.00		1,303,014.38	2,081,028.76
12/01/2034			791,196.88	791,196.88	-27,620.00		763,576.88	
06/01/2035	595,000	5.500%	791,196.88	1,386,196.88	-27,620.00		1,358,576.88	2,122,153.76
12/01/2035			774,834.38	774,834.38	-27,620.00		747,214.38	
06/01/2036	670,000	5.750%	774,834.38	1,444,834.38	-27,620.00		1,417,214.38	2,164,428.76
12/01/2036			755,571.88	755,571.88	-27,620.00		727,951.88	
06/01/2037	750,000	5.750%	755,571.88	1,505,571.88	-27,620.00		1,477,951.88	2,205,903.76
12/01/2037			734,009.38	734,009.38	-27,620.00		706,389.38	
06/01/2038	840,000	5.750%	734,009.38	1,574,009.38	-27,620.00		1,546,389.38	2,252,778.76
12/01/2038			709,859.38	709,859.38	-27,620.00		682,239.38	
06/01/2039	935,000	5.750%	709,859.38	1,644,859.38	-27,620.00		1,617,239.38	2,299,478.76
12/01/2039			682,978.13	682,978.13	-27,620.00		655,358.13	
06/01/2040	1,035,000	5.750%	682,978.13	1,717,978.13	-27,620.00		1,690,358.13	2,345,716.26
12/01/2040			653,221.88	653,221.88	-27,620.00		625,601.88	
06/01/2041	1,140,000	6.250%	653,221.88	1,793,221.88	-27,620.00		1,765,601.88	2,391,203.76
12/01/2041			617,596.88	617,596.88	-27,620.00		589,976.88	
06/01/2042	1,260,000	6.250%	617,596.88	1,877,596.88	-27,620.00		1,849,976.88	2,439,953.76
12/01/2042			578,221.88	578,221.88	-27,620.00		550,601.88	
06/01/2043	1,385,000	6.250%	578,221.88	1,963,221.88	-27,620.00		1,935,601.88	2,486,203.76
12/01/2043			534,940.63	534,940.63	-27,620.00		507,320.63	
06/01/2044	1,520,000	6.250%	534,940.63	2,054,940.63	-27,620.00		2,027,320.63	2,534,641.26
12/01/2044			487,440.63	487,440.63	-27,620.00		459,820.63	
06/01/2045	1,670,000	6.250%	487,440.63	2,157,440.63	-27,620.00		2,129,820.63	2,589,641.26
12/01/2045			435,253.13	435,253.13	-27,620.00		407,633.13	
06/01/2046	1,825,000	6.375%	435,253.13	2,260,253.13	-27,620.00		2,232,633.13	2,640,266.26
12/01/2046			377,081.25	377,081.25	-27,620.00		349,461.25	
06/01/2047	1,990,000	6.375%	377,081.25	2,367,081.25	-27,620.00		2,339,461.25	2,688,922.50
12/01/2047			313,650.00	313,650.00	-27,620.00		286,030.00	
06/01/2048	2,175,000	6.375%	313,650.00	2,488,650.00	-27,620.00		2,461,030.00	2,747,060.00
12/01/2048			244,321.88	244,321.88	-27,620.00		216,701.88	
06/01/2049	2,365,000	6.375%	244,321.88	2,609,321.88	-27,620.00		2,581,701.88	2,798,403.76
12/01/2049			168,937.50	168,937.50	-27,620.00		141,317.50	
06/01/2050	5,300,000	6.375%	168,937.50	5,468,937.50	-2,789,620.00		2,679,317.50	2,820,635.00
	27,620,000		32,686,468.97	60,306,468.97	-4,139,317.33	-2,438,771.89	53,728,379.75	53,728,379.75



**BOND SOLUTION****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

<i>Period Ending</i>	<i>Proposed Principal</i>	<i>Proposed Debt Service</i>	<i>Debt Service Adjustments</i>	<i>Total Adj Debt Service</i>	<i>Revenue Constraints</i>	<i>Unused Revenues</i>	<i>Debt Service Coverage</i>
06/01/2026		1,588,038	-1,639,595	-51,557		51,557	
06/01/2027		1,701,469	-905,974	795,494	969,000	173,506	121.81%
06/01/2028		1,701,469	-55,240	1,646,229	2,038,000	391,771	123.80%
06/01/2029	160,000	1,861,469	-55,240	1,806,229	2,276,760	470,531	126.05%
06/01/2030	285,000	1,977,669	-55,240	1,922,429	2,420,295	497,866	125.90%
06/01/2031	340,000	2,016,994	-55,240	1,961,754	2,468,701	506,947	125.84%
06/01/2032	395,000	2,053,294	-55,240	1,998,054	2,518,075	520,021	126.03%
06/01/2033	460,000	2,096,569	-55,240	2,041,329	2,568,437	527,108	125.82%
06/01/2034	525,000	2,136,269	-55,240	2,081,029	2,619,805	538,776	125.89%
06/01/2035	595,000	2,177,394	-55,240	2,122,154	2,672,201	550,047	125.92%
06/01/2036	670,000	2,219,669	-55,240	2,164,429	2,725,645	561,216	125.93%
06/01/2037	750,000	2,261,144	-55,240	2,205,904	2,780,158	574,254	126.03%
06/01/2038	840,000	2,308,019	-55,240	2,252,779	2,835,762	582,983	125.88%
06/01/2039	935,000	2,354,719	-55,240	2,299,479	2,892,477	592,998	125.79%
06/01/2040	1,035,000	2,400,956	-55,240	2,345,716	2,950,326	604,610	125.78%
06/01/2041	1,140,000	2,446,444	-55,240	2,391,204	3,009,333	618,129	125.85%
06/01/2042	1,260,000	2,495,194	-55,240	2,439,954	3,069,520	629,566	125.80%
06/01/2043	1,385,000	2,541,444	-55,240	2,486,204	3,130,910	644,706	125.93%
06/01/2044	1,520,000	2,589,881	-55,240	2,534,641	3,193,528	658,887	126.00%
06/01/2045	1,670,000	2,644,881	-55,240	2,589,641	3,257,399	667,758	125.79%
06/01/2046	1,825,000	2,695,506	-55,240	2,640,266	3,322,547	682,281	125.84%
06/01/2047	1,990,000	2,744,163	-55,240	2,688,923	3,388,998	700,076	126.04%
06/01/2048	2,175,000	2,802,300	-55,240	2,747,060	3,456,778	709,718	125.84%
06/01/2049	2,365,000	2,853,644	-55,240	2,798,404	3,525,913	727,509	126.00%
06/01/2050	5,300,000	5,637,875	-2,817,240	2,820,635	3,596,431	775,796	127.50%
	27,620,000	60,306,469	-6,578,089	53,728,380	67,686,999	13,958,619	



**DEBT SERVICE RESERVE FUND****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

<i>Date</i>	<i>Deposit</i>	<i>Interest @ 2%</i>	<i>Principal</i>	<i>Debt Service</i>	<i>Balance</i>
06/25/2025	2,762,000				2,762,000
12/01/2025		23,937.33		-23,937.33	2,762,000
06/01/2026		27,620.00		-27,620.00	2,762,000
12/01/2026		27,620.00		-27,620.00	2,762,000
06/01/2027		27,620.00		-27,620.00	2,762,000
12/01/2027		27,620.00		-27,620.00	2,762,000
06/01/2028		27,620.00		-27,620.00	2,762,000
12/01/2028		27,620.00		-27,620.00	2,762,000
06/01/2029		27,620.00		-27,620.00	2,762,000
12/01/2029		27,620.00		-27,620.00	2,762,000
06/01/2030		27,620.00		-27,620.00	2,762,000
12/01/2030		27,620.00		-27,620.00	2,762,000
06/01/2031		27,620.00		-27,620.00	2,762,000
12/01/2031		27,620.00		-27,620.00	2,762,000
06/01/2032		27,620.00		-27,620.00	2,762,000
12/01/2032		27,620.00		-27,620.00	2,762,000
06/01/2033		27,620.00		-27,620.00	2,762,000
12/01/2033		27,620.00		-27,620.00	2,762,000
06/01/2034		27,620.00		-27,620.00	2,762,000
12/01/2034		27,620.00		-27,620.00	2,762,000
06/01/2035		27,620.00		-27,620.00	2,762,000
12/01/2035		27,620.00		-27,620.00	2,762,000
06/01/2036		27,620.00		-27,620.00	2,762,000
12/01/2036		27,620.00		-27,620.00	2,762,000
06/01/2037		27,620.00		-27,620.00	2,762,000
12/01/2037		27,620.00		-27,620.00	2,762,000
06/01/2038		27,620.00		-27,620.00	2,762,000
12/01/2038		27,620.00		-27,620.00	2,762,000
06/01/2039		27,620.00		-27,620.00	2,762,000
12/01/2039		27,620.00		-27,620.00	2,762,000
06/01/2040		27,620.00		-27,620.00	2,762,000
12/01/2040		27,620.00		-27,620.00	2,762,000
06/01/2041		27,620.00		-27,620.00	2,762,000
12/01/2041		27,620.00		-27,620.00	2,762,000
06/01/2042		27,620.00		-27,620.00	2,762,000
12/01/2042		27,620.00		-27,620.00	2,762,000
06/01/2043		27,620.00		-27,620.00	2,762,000
12/01/2043		27,620.00		-27,620.00	2,762,000
06/01/2044		27,620.00		-27,620.00	2,762,000
12/01/2044		27,620.00		-27,620.00	2,762,000
06/01/2045		27,620.00		-27,620.00	2,762,000
12/01/2045		27,620.00		-27,620.00	2,762,000
06/01/2046		27,620.00		-27,620.00	2,762,000
12/01/2046		27,620.00		-27,620.00	2,762,000
06/01/2047		27,620.00		-27,620.00	2,762,000
12/01/2047		27,620.00		-27,620.00	2,762,000
06/01/2048		27,620.00		-27,620.00	2,762,000
12/01/2048		27,620.00		-27,620.00	2,762,000
06/01/2049		27,620.00		-27,620.00	2,762,000
12/01/2049		27,620.00		-27,620.00	2,762,000
06/01/2050		27,620.00	2,762,000	-2,789,620.00	
	2,762,000	1,377,317.33	2,762,000	-4,139,317.33	

Yield To Receipt Date: 2.0000292%  
Arbitrage Yield: 6.3744684%  
Value of Negative Arbitrage: 1,498,887.27



**CAPITALIZED INTEREST FUND****Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025**

<i><b>Date</b></i>	<i><b>Deposit</b></i>	<i><b>Interest @ 4%</b></i>	<i><b>Principal</b></i>	<i><b>Scheduled Draws</b></i>	<i><b>Balance</b></i>
06/25/2025	2,348,403.97				2,348,403.97
12/01/2025		40,651.80	696,651.33	737,303.13	1,651,752.64
06/01/2026		33,035.05	817,699.33	850,734.38	834,053.31
12/01/2026		16,681.07	834,053.31	850,734.38	
	2,348,403.97	90,367.92	2,348,403.97	2,438,771.89	

Yield To Receipt Date: 4.00000000%  
Arbitrage Yield: 6.3744684%  
Value of Negative Arbitrage: 50,980.34



PROJECT COSTS

Broken Arrow Economic Development Authority  
Tax Apportionment Bonds, Taxable Series 2025

Date	Deposit	Interest @ 4%	Principal	Scheduled Draws	Balance
06/25/2025	21,201,619.05				21,201,619.05
12/01/2025		367,008.40	-367,008.40		21,568,627.45
06/01/2026		431,372.55	21,568,627.45	22,000,000	
	21,201,619.05	798,380.95	21,201,619.05	22,000,000	

Yield To Receipt Date:4.0000000%

Arbitrage Yield:6.3744684%

Value of Negative Arbitrage:453,079.49





# City of Broken Arrow

## Request for Action

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**File #: 25-778, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Consideration, discussion, and possible approval of and authorization to execute Resolution No. 1662, a Resolution authorizing execution of and accepting a purchase and sales agreement of Real Estate in connection with an economic development agreement; and approval and authorization to execute the purchase and sale agreement and an Economic Development Agreement between CSI Aerospace, City of Broken Arrow and Broken Arrow Economic Development Authority

**Background:**

A declared goal of the City of Broken Arrow is to encourage, facilitate and promote economic growth within and near the city by attracting and expanding both new and existing industry and commercial business. In 2023, Broken Arrow voters approved a 25-year renewal of the city's franchise with Public Service Company of Oklahoma (PSO). As part of the franchise agreement, PSO collects a 2% franchise fee and a newly established 1% economic development fee, to be used as a fund for essential services and future prosperity. Upon passing the 1% economic development franchise fee, City Council adopted a formal Incentive Policy to support economic growth opportunities throughout the City.

Through the formal Incentive Policy procedure, CSI Aerospace submitted an incentive application to the City of Broken Arrow assist in the expansion of their Broken Arrow facility. The land in which they currently own is not large enough to accommodate their expansion needs. The company took interest in relocating to Arrow Forge, owned by BAEDA.

As part of this Economic Development Agreement, CSI will create approximately 50 new full-time jobs over a 5 year period. The current 108 employees will relocate to the new space in Arrow Forge. The Company plans to invest a minimum of \$5,500,000 as a capital contribution to allow for the expansion of approximately 40-50,000 sq feet of the manufacturing facility. This anticipated project has a total economic output of approximately \$26.5 million.

In addition to BAEDA granting 10 acres of Arrow Forge for this expansion, BAEDA will incentivize new full time jobs as outlined in the City Incentive Policy as follows:

- (a) The Authority shall pay to the Company the sum of \$1,000.00 per job having total compensation of \$50,000.00;
- (b) The Authority shall pay the Company the sum of \$2,000.00 per job having total compensation over



100% of the average Tulsa County wage;

(c) The Authority shall pay the Company the sum of \$3,000.00 per job having total compensation over 110% of the average Tulsa County wage;

(d) The Authority shall pay the Company the sum of \$4,000.00 per job having total compensation of 125% of the average Tulsa County wage;

(e) The Authority shall pay the Company the sum of \$5,000.00 per job having total compensation over 125% of the average Tulsa County Wage.

The Authority will also reimburse the Company for permitting fees not to exceed \$28,316.50.

On May 28, 2025, the Broken Arrow Economic Development Corporation voted to recommend the Economic Development Agreement to the City and Authority.

Staff is in support of the City of Broken Arrow's efforts and in the interest of securing the Real Property containing 10 AC, more or less, the City of Broken Arrow (COBA) and Broken Arrow Economic Development Authority worked with CSI Aerospace, Inc. to enter into a Purchase and Sales Agreement for the purchase price of \$0.00, having a value of approximately \$850,000.00.

The City of Broken Arrow deems it appropriate to approve and accept the Contract for the Purchase and Sale of Real Estate, authorize sale of the Real Property, authorize the acceptance of \$0 to effect such purchase, and in providing for future development of the Real Property in a manner to be determined in the future, and further that such actions are in the best interests of the City and the health, safety and welfare of the City and residents within and near the City.

Staff recommends that Resolution No. 1662 become effective on June 2, 2025.

**Cost:** N/A  
**Funding Source:** Not Applicable  
**Requested By:** Jennifer Rush, Economic Development Director  
**Approved By:** City Manager Office  
**Attachments:** Resolution No. 1662

**Recommendation:**

Approve Resolution No. 1662 and authorize its execution and approve and authorize execution of a purchase and sale agreement and an Economic Development Agreement between CSI Aerospace, Inc, COBA and BAEDA



**RESOLUTION NO. 1662**

**A RESOLUTION OF THE CITY OF BROKEN ARROW, RATIFYING, APPROVING, AUTHORIZING EXECUTION OF AND ACCEPTING A PURCHASE AND SALES AGREEMENT OF REAL ESTATE FOR THE SALE OF REAL PROPERTY LOCATED IN BLOCK 4, SECTION 33, TOWNSHIP 18 NORTH, RANGE 14 EAST, BROKEN ARROW, OKLAHOMA, CONTAINING APPROXIMATELY 10.0 AC, MORE OR LESS, A/K/A (THE “REAL PROPERTY”), IN ACCORDANCE WITH THE TERMS OF A CERTAIN PURCHASE AND SALES AGREEMENT OF REAL ESTATE BY AND BETWEEN CSI AEROSPACE AND THE CITY OF BROKEN ARROW AND BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY; APPROVING AND AUTHORIZING THE SALE OF THE REAL PROPERTY PURSUANT TO THE CONTRACT FOR SALE OF REAL ESTATE FOR THE SUM OF \$0.00, HAVING A VALUE OF \$850,000.00, PURSUANT TO AN ECONOMIC DEVELOPMENT AGREEMENT ENTERED BY AND BETWEEN THE PARTIES HERETO; AND AUTHORIZING THE CITY OF BROKEN ARROW’S DESIGNATING REPRESENTATIVES FOR PURPOSES OF GRANTING CERTAIN APPROVALS AND EXECUTING CERTAIN INSTRUMENTS AS REQUIRED UNDER AND IN CONNECTION WITH SAID PURCHASE AND SALES AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATING THERETO.**

**WHEREAS**, the Real Property is located in Broken Arrow, OK and the legal description is attached hereto and incorporated by reference as “Exhibit A”; and

**WHEREAS**, in support of the City of Broken Arrow’s efforts and in the interest of securing the Real Property containing 10 AC, more or less, the City of Broken Arrow (COBA) and Broken Arrow Economic Development Authority worked with CSI Aerospace, Inc. to enter into a Purchase and Sales Agreement for the purchase price of \$0.00, having a value of approximately \$850,000.00; and

**WHEREAS**, it is contemplated that the sale of the real estate will provide opportunities for further economic development activities within the City of Broken Arrow; and

**WHEREAS**, the COBA recognizes that the development and continued revitalization of this area and particularly this Real Property are reasonably expected to provide direct economic benefits within and near the City in retaining and likely increasing City sales tax receipts; increasing ad valorem tax revenues to be derived by the City, and otherwise contributing significantly to the economic well-being of the citizens and residents within and near the City, and those of the County and the State of Oklahoma (the “State”); and

**WHEREAS**, the COBA also recognizes that development of the real property is reasonably expected to provide additional and indirect economic benefits within and near the City of Broken Arrow and in the State of Oklahoma through, including without limitation, diversifying the local economy, providing economic stimulus for additional employment and other development; and

**WHEREAS**, the COBA deems it appropriate to approve and accept the Contract for the Purchase and Sale of Real Estate, authorize sale of the Real Property, authorize the acceptance of \$0 to effect such purchase, and in providing for future development of the Real Property in a



manner to be determined in the future, and further that such actions are in the best interests of the City and the health, safety and welfare of the City and residents within and near the City.

**NOW THEREFORE BE IT RESOLVED BY THE CITY OF BROKEN ARROW, THAT:**

1. The Contract for the Purchase and Sale of Real Estate is hereby ratified, approved, authorized and accepted and shall be executed substantially in the form thereof submitted at the meeting at which this Resolution was approved and as finally approved by the Mayor or the Vice Mayor Serving, as the case may be, and shall be executed for and on behalf of the COBA by its Mayor or Vice Mayor, as the case may be, and attested by the Clerk and for and on behalf of the other parties thereto by their respective authorized officers. The Contract for Purchase and Sale of Real Estate, as assigned, in the form to be so approved is hereby authorized for execution and delivery, subject to such minor changes, insertions and omissions and such filling of blanks therein as may be approved and made in the form thereof by the officer of the City executing the same pursuant to this Section. The execution of the Assignment of Contract for Sale of Real Estate and the Contract for Sale of Real Estate for and on behalf of the other parties thereto by their respective authorized officers and for and on behalf of the COBA by its Mayor or Vice Mayor as the case may be, with the official seal of the City affixed and attested by the signature of the Clerk, shall be conclusive evidence of the approval of any changes, insertions, omissions and filling of blanks;
2. The COBA is hereby authorized to close the purchase and sale of the Real Property pursuant to the Contract for Purchase and Sale of Real Estate, to sell the Real Property for and on behalf of the City and to execute and deliver, for and on behalf of the City, all necessary instruments and agreements reasonably required in connection therewith, following their approval by the City Attorney (whose approval need not be endorsed thereon);
3. The COBA is hereby authorized to accept the sum of \$0.00 for such acquisition, pursuant to an Economic Development Agreement having a value of approximately \$850,000.00;
4. The Mayor of the City of Broken Arrow is hereby further authorized to approve (upon the recommendation of the City Attorney) the final forms of the closing and purchase of the Real Property, and minor changes, insertions and deletions therein, as well as in the form and content of this Resolution, with any changes in the form or content of this Resolution to be evidenced by a written supplement hereto which shall be executed by the Mayor or Vice Mayor and which shall evidence the written prior approval of the City Attorney endorsed thereon, and the signature of the Mayor or Vice Mayor on such supplement shall be conclusive evidence of the approval thereof by the Authority;
5. It is the intention of the COBA that the City Council members and City Officers shall, and they are hereby *ex officio* authorized and directed to, do any and all lawful acts and deeds to effectuate and carry out the provisions and the purposes of this Resolution, including without limitation and from time to time, the giving of certificates, and instructions under or with respect to the COBA's performance of the Contract for Purchase and Sale of Real Estate and the acquisition of the Real Property and such other instruments and documents



as are related thereto, in each case following their approval by the City Attorney (whose approval need not be endorsed thereon);

6. All prior actions taken in connection with the preparations for the purchase of the Real Property, including without limitation, those made for the payment of legal services, escrow payments, engineering fees and costs, surveys, appraisals, inspection, and exemption payments are hereby ratified.

Approved and adopted by the City of Broken Arrow, this 2<sup>nd</sup> day of June, 2025.

ATTEST: (SEAL)

\_\_\_\_\_  
Mayor

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

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Deputy City Attorney



# **PURCHASE AND SALES AGREEMENT**

## **Article 1** **PROPERTY/PURCHASE PRICE**

### **1.1 CERTAIN BASIC TERMS:**

- (a) Purchaser and Notice Address: CSI Aerospace Inc.  
2020 West Detroit St.  
Broken Arrow, OK 74012
- (b) Seller and Notice Address: The City of Broken Arrow/BA Economic  
Development Authority or its Assigns  
220 South First Street  
Broken Arrow, Oklahoma 74012
- (c) Effective Date of this Agreement: \_\_\_\_\_
- (d) Purchase Price: \$0 (land granted via economic development  
agreement valued at \$850,000.00)
- (e) Earnest Money: None
- (f) Due Diligence Period: sixty (60) days from the Effective Date
- (g) Closing Date: \_\_\_\_\_
- (h) Title Insurance Policy and Survey Costs: Purchaser
- (i) Title Company: FirsTitle  
4500 W Houston Street  
Broken Arrow, OK 74012  
918-615-6832  
Attention: Dawn Peek

**1.2 PROPERTY:** Subject to the terms of this Purchase and Sales Agreement (“Agreement”), Seller agrees to sell to Purchaser, and Purchaser agrees to purchase from Seller, the following property (“Property”):

- (a) The real property described in Exhibit “A,” together with the buildings (if any) and improvements therein (“Improvements”), and all appurtenances of the above-described real property, including easements or rights-of-way relating thereto. Additionally, all rights, title, and interest, if any, and with warranty, of Seller in and to the land lying within any street or roadway adjoining the real property described above or any vacated or hereafter vacated street or alley adjoining said real property.



- (b) All of Seller's right, title, and interest in and to all tangible personal property, if any, owned by Seller ("Personal Property") presently located on such properties.
- (c) All mineral rights of whatever nature under the surface of the land owned by Seller.
- (d) All of Seller's right, title and interest in and to all of the following items, to the extent assignable, relating to the ownership, operation and management of the Property ("Intangible Personal Property"): (i) licenses and permits relating to the operation of the Property; (ii) telephone exchanges, trade names, marks, and other identifying materials (but specifically excluding any right, title or interest in any other trademarks, service marks and trade names of Seller); and (iii) guaranties and warranties from any contractor, manufacturer or other person in connection with the construction or operation of the Property.

## **ARTICLE 2**

### **INSPECTIONS/CONTINGENCIES**

**2.1 PROPERTY INFORMATION:** Seller shall deliver to Purchaser within five (5) days after the Date of this Agreement, to the extent in Seller's possession, copies of the following ("Property Information"):

- (a) Any environmental, architectural, and engineering reports prepared for Seller and, to Seller's knowledge, in its possession in connection with Seller's purchase, ownership or management of the property.
- (b) Any and all environmental, architectural, engineering, appraisal, zoning, flood, sewer and utility information and all other information currently in Seller's possession or which may be easily obtained by Seller.
- (c) Seller will disclose in writing all known property faults, which may affect the value of the property including hazardous materials.

Seller represents and warrants to the best of Seller's knowledge the accuracy or completeness of the Property Information.

FOR PURPOSES OF THIS AGREEMENT, THE TERM "HAZARDOUS MATERIAL" SHALL MEAN ANY ASBESTOS OR ASBESTOS-CONTAINING MATERIAL OR ANY SUBSTANCE, CHEMICAL, WASTE OR MATERIAL THAT IS OR BECOMES REGULATED BY ANY FEDERAL, STATE OR LOCAL GOVERNMENTAL AUTHORITY BECAUSE OF ITS TOXICITY, INFECTIOUSNESS, RADIO-ACTIVITY, EXPLOSIVENESS, IGNITABILITY, CORROSIVENESS OR REACTIVITY AND SHALL INCLUDE ANY CHEMICAL, SUBSTANCE, MATERIAL OR WASTE OR COMPONENT THEREOF, WHICH IS NOW OR HEREAFTER LISTED, DEFINED OR REGULATED AS A HAZARDOUS OR TOXIC SUBSTANCE, MATERIAL OR WASTE OR COMPONENT THEREOF BY ANY FEDERAL, STATE OR LOCAL GOVERNING OR REGULATORY BODY HAVING JURISDICTION, OR WHICH TRIGGERS ANY EMPLOYEE OR COMMUNITY "RIGHT-TO-KNOW" REQUIREMENTS ADOPTED BY ANY SUCH BODY, OR FOR WHICH ANY SUCH BODY HAS ADOPTED ANY REQUIREMENTS OR THE PREPARATION OR



DISTRIBUTION OF MATERIAL SAFETY DATA SHEETS ISSUED BY THE MANUFACTURER OF ANY SUCH MATERIAL. NO BROKER OR OTHER INDIVIDUAL HAS MADE ANY REPRESENTATIONS OR WARRANTY NOT HEREIN SET FORTH IN WRITING.

**2.2 CONFIDENTIALITY:** The Property Information and all other information furnished to, or obtained through inspection of the Property by Purchaser, its affiliates, employees, or agents relating to the Property will be treated by Purchaser, its affiliates, employees and agents as confidential, (other than matters of public record). The Property Information and all other information shall not be disclosed to anyone other than Purchaser's consultants and then only on a need-to-know basis and further, all such information shall be returned to Seller by Purchaser if the Closing does not occur.

**2.3 INSPECTIONS IN GENERAL:** During the Due Diligence Period, Purchaser, its agents, and employees shall have the right to enter upon the Property for the purpose of making such non-intrusive inspections as Purchaser may deem appropriate at Purchaser's sole risk, costs, and expense. All such entries upon the Property shall be at reasonable times and after at least twenty-four (24) hours' notice to Seller or Seller's agent, and Seller or Seller's agent shall have the right to accompany Purchaser during any activities performed by Purchaser on the Property. At Seller's request, Purchaser shall provide Seller with a copy of the results of any tests and inspections made by Purchaser, excluding only market and economic feasibility studies. If any inspection or test disturbs the Property, Purchaser will restore the Property to the same condition as it existed prior to the inspections or tests. All inspectors, contractors, subcontractors, or vendors contracted by the Purchaser to inspect, survey, core drill or perform any other inspection services on the subject property shall submit to the Purchaser all required certificates of insurance in the amount of \$1,000,000.00.

**2.4 ENVIRONMENTAL INSPECTIONS:** Purchaser at Purchaser's expense, shall have the right to enter upon the Property, together with any other persons, to inspect and conduct such environmental soil, air, hydrocarbon, chemical, carbon, asbestos, lead-based paint, and other tests Purchaser deems necessary or appropriate. The inspections under Paragraph 2.3 may include a non-intrusive Phase I environmental inspection of the Property, but no Phase II environmental inspection or other intrusive inspection or sampling of soil or materials shall be performed without the prior written consent of Seller, which shall not be unreasonably withheld and which shall in any case be subject to Seller's review and approval of the proposed scope of work and the party that will perform the work. Should this transaction not Close, Purchaser shall deliver to Seller, at Seller's request, copies of any environmental report obtained by Purchaser. If any inspection discloses a "recognized environmental condition" (as hereinafter defined) affecting the Property, then Purchaser may terminate this Agreement in its sole and absolute discretion if provisions satisfactory to Purchaser are not made with respect to such condition.

**2.5 TERMINATION DURING DUE DILIGENCE PERIOD:** In the event Purchaser determines, before the expiration of the Due Diligence Period, that the Property is unacceptable for Purchaser's purposes for any reason whatsoever, Purchaser shall have the right to terminate this Agreement in its sole and absolute discretion by giving to Seller notice of termination before the expiration of the Due Diligence Period.



### **ARTICLE 3**

#### **TITLE AND SURVEY REVIEW**

**3.1 DELIVERY OF SURVEY AND TITLE COMMITMENT:** Within fifteen (15) days after the Effective Date herein, Seller shall cause to be delivered to Purchaser and Purchaser's attorney an ALTA survey and a title commitment issued by the Title Company (the "Title Report"), covering the Property, together with copies of all documents referenced in the Title Commitment. All related costs will be paid by Purchaser.

**3.2 TITLE REVIEW AND CURE:** Purchaser shall review the Title Commitment and the Survey. Purchaser shall notify Seller in writing of any title or survey objections/defects no later than fifteen (15) days after receipt of such Title Commitment and Survey. Seller may, but shall not be obligated to, attempt to cure any title objections by the Closing Date, or such additional time as agreed to by Seller and Purchaser and in writing, to satisfy such objections. If Seller elects not to cure any title or survey objection/defect, or fails to cure any title or survey objection by the Closing Date or by the additional time as agreed to above, then Purchaser shall either terminate this Agreement by written notice to Seller given on or before ten (10) days after receipt of any notice by Seller that it elects not to cure or cannot cure any title or survey objections, or, if later, the Closing Date or the additional time as agreed to above, or waive such title or survey objections, in which event the Closing shall occur as contemplated herein and Purchaser shall accept title to the Property subject to such condition. Failure of Purchaser to give written notice to Seller of Purchaser's intent to so terminate shall constitute waiver of such objection(s).

**3.3 TITLE POLICY:** As a condition to Purchaser's obligation to close and subject to the performance by Purchaser of all its obligations in connection therewith, the Title Company shall be obligated to deliver to Purchaser an Owner's Policy of Title Insurance ("Title Policy"), issued by the Title Company, dated the date and time of recording of the Deed, in the amount of the Purchase Price, insuring Purchaser as owner of fee simple to the Property. All related costs will be paid by Purchaser.

### **ARTICLE 4**

#### **OPERATIONS AND RISK OF LOSS**

**4.1 NEW CONTRACTS:** While this Agreement is pending, Seller shall not enter into any contract that will be an obligation affecting the Property subsequent to the Closing, except contracts entered into, in the ordinary course of business, that are terminable without cause upon thirty (30) days' notice, without the prior consent of the Purchaser, which shall not be unreasonably withheld.

**4.2 TERMINATION OF SERVICE CONTRACTS:** On the Closing Date, Seller shall terminate any and all Service Contracts which may exist without any costs or liability to Purchaser, unless Purchaser notifies Seller during the Due Diligence period as to which such Service Contracts should not be canceled, and which will be assumed by Purchaser. All Service Contracts not terminated by Seller per the Purchaser's request shall be assigned to and assumed by Purchaser at Closing.

**4.3 CASUALTY OR CONDEMNATION:** If any of the Property (building or fixture located thereon) has been materially damaged or destroyed or taken by condemnation before the



Closing Date, Buyer may cancel and rescind this Agreement or choose to receive the insurance or condemnation proceeds and proceed to close.

## **ARTICLE 5**

### **CLOSING**

**5.1 CLOSING:** The consummation of the transaction contemplated herein (“Closing”) shall occur on or before the Closing Date at the office of First Title.

**5.2 CONDITIONS:** The obligation of Seller, on one hand, and Purchaser, on the other hand, to consummate the transaction contemplated hereunder is contingent upon the following:

- (a) Each party’s representations and warranties contained herein shall be true and correct in all material respects as of the date of this Agreement and the Closing Date;
- (b) As of the Closing Date, each party shall have performed their obligations hereunder and all deliveries made at Closing shall be tendered;
- (c) No actions, suits, arbitrations, claims, attachments, proceedings, assignments for the benefit of creditors, insolvency, bankruptcy, reorganization or other proceedings, pending or threatened against the other party that would materially and adversely affect the other party’s ability to perform its obligations under this Agreement shall exist;
- (d) No pending or threatened action, suit or proceeding with respect to the other party before or by any court or administrative agency which seeks to restrain or prohibit, or to obtain damages or a discovery order with respect to this Agreement or the consummation of the transaction contemplated hereby shall exist; and
- (e) Seller will evict all tenants on the Property and remove all personal property belonging to present or past tenants or other third parties (if any) and no lease shall survive the closing (if any).

**5.3 CONDITION PRECEDENT TO CLOSING:** Each Party’s obligation to close the transaction contemplated by this Agreement is conditioned upon the fulfillment of each of the obligations as described in Section 5.2.

**5.4 SELLER’S DELIVERIES:** On or before the Closing Date, Seller shall deliver to the purchaser the following:

- (a) **Deed:** A General Warranty Deed (“Deed”) in the form provided for under the laws of the State of Oklahoma, executed and acknowledged by Seller, conveying to Purchaser fee simple title to the Property, subject only to: (i) all zoning and building laws, ordinances, maps, resolutions, and regulations, of all governmental authorities having jurisdiction which affect the Property and the uses and improvements thereon; (ii) any leases assumed by Purchaser; (iii) all matters of record; (iv) any statement of facts, which an accurate survey made of the Property at the time of Closing would show; and (v) any statement of facts, which a personal inspection of the Property and all appurtenances thereto is made at the time of Closing would disclose. Seller shall quitclaim any discrepancy within the legal



description of the Property in the Deed and within the deed from the Seller's immediate grantor;

- (b) **State Law Disclosures:** Such disclosures and reports as are required by the City of Broken Arrow and the State of Oklahoma laws in connection with the conveyance of real property;
- (c) **FIRPTA:** A Foreign Investment in Real Property Tax Act affidavit executed by Seller;
- (d) **Authority:** Evidence of the existence, organization and authority of Seller and of the authority of the persons executing the documents on behalf of Seller reasonably satisfactory to the Purchaser and the Title Company; and
- (e) **Additional Documents:** Any additional documents that Purchaser or the Title Company may reasonably require for the consummation of the transaction contemplated by this Agreement.

**5.5 PURCHASER'S DELIVERIES:** On or before the Closing Date, Purchaser shall deliver to the Seller the following:

- (a) **Purchase Price:** The Purchase Price, plus or minus any applicable prorated amounts, in same-day federal funds;
- (b) **State Law Disclosures:** Such disclosure and reports as are required by the City of Broken Arrow and State of Oklahoma laws in connection with the conveyance of real property; and
- (c) **Additional Documents:** Any additional documents that the Seller or the Title Company may reasonably require for the proper consummation of the transaction contemplated by this Agreement

**5.6 CLOSING STATEMENTS:** At the closing, Seller and Purchaser shall deposit with the Title Company executed closing statements consistent with this Agreement in the form required by the Title Company.

**5.7 TITLE POLICY:** The Title Policy shall be delivered as provided in Paragraph 3.3.

**5.8 POSSESSION:** Seller shall deliver possession of the Property to Purchaser at the Closing, subject only to the Permitted Exceptions (if any).

**5.9 REMOVAL OF PERSONAL PROPERTY:** None

**5.10 CLOSING COSTS:** All Closing Costs shall be paid at or before closing as provided in this Agreement. The Title Company's closing fee shall be paid by the Purchaser. Each party shall pay its own attorney's fees.

**5.11 CLOSE OF SALE:** Upon satisfaction or completion of the foregoing conditions and deliveries, the parties shall direct the Title Company to immediately record and deliver the



documents described above to the appropriate parties and make disbursements according to the closing statements executed by Seller and Purchaser.

## **ARTICLE 6**

### **PRORATED AMOUNTS**

**6.1 PRORATED AMOUNTS:** The items in this Paragraph 6.1 shall be prorated between Seller and Purchaser as of the Closing Date. The day of Closing shall belong to Purchaser and all prorated amounts provided to be made as of the Closing shall each be made as of the end of the day before the Closing Date.

(a) **Taxes and Assessments:** General real estate taxes imposed by government authority (“Taxes”) not yet due and payable shall be prorated. If the Closing occurs prior to the receipt by Seller of the tax bill of the calendar year or other applicable tax period in which the Closing occurs, Purchaser and Seller shall prorate Taxes for such calendar year or other applicable tax period based upon the most recent ascertainable assessed values and tax rates.

**6.2 SALES, TRANSFER AND DOCUMENTARY TAXES:** Buyer shall pay any sales, gross receipts, compensating, excise, transfer, deed or similar taxes and fees imposed in connection with this transaction.

**6.3 COMMISSIONS:** Seller represents and warrants that it has not dealt with any real estate broker, salesperson, or finder in connection with this transaction. Purchaser represents and warrants that it has not dealt with any real estate broker, salesperson, or finder in connection with this transaction. In the event of any claim for broker’s or finder’s fees or commissions in connection with the negotiation, execution, or consummation of this Agreement of the transactions contemplated hereby, each party shall defend, indemnify and hold harmless the other party from and against any such claim based upon any statements, representation or agreement of such party.

## **ARTICLE 7**

### **REPRESENTATIONS AND WARRANTIES**

**7.1 SELLER’S REPRESENTATIONS AND WARRANTIES:** As a material inducement to Purchaser to execute this Agreement and consummate this transaction, Seller represents and warrants to Purchaser (which representations and warranties shall survive closing) that:

(a) **Organization and Authority:** Seller has been duly organized and is validly qualified to do business in the state in which the Real Property is located on the Closing Date. Seller has the full right and authority and has obtained all consents (if any) required to enter into this Agreement and to consummate or cause to be consummated the transactions contemplated hereby. This Agreement has been, and all of the documents to be delivered by Seller at the Closing will be, authorized and properly executed and constitutes, or will constitute, as appropriate, the valid and binding obligation of Seller, enforceable in accordance with their terms;

(b) **Conflicts and Pending Action:** There is no agreement to which Seller is a party or to Seller’s knowledge binding on Seller, which is in conflict with this Agreement. There is no



action or proceeding pending or, to Seller's knowledge, threatened against Seller of the Property, including condemnation proceedings, which challenges or impairs Seller's ability to execute or perform its obligations under this Agreement; and

- (c) **Compliance with Law:** To Seller's knowledge, Seller has not received any written notice, addressed specifically to Seller, and sent by any governmental authority or agency having jurisdiction over the Property, that the Property or its use is in material violation of any law, ordinance, or regulation.

"Seller's knowledge", as used in this Agreement means the current actual knowledge of the undersigned Seller, without any obligation on such person's part to make any independent investigation of the matters being represented, or to make any inquiry of any other persons, or to search or examine any files, records, books, correspondence and the like.

**7.2 PURCHASER'S REPRESENTATIONS AND WARRANTIES:** As a material inducement to Seller to execute this Agreement and consummate this transaction, Purchaser represents and warrants to Seller that:

- (a) **Organization and Authority:** Purchaser has the full right and authority and has obtained any, and all consents required to enter into this Agreement and to consummate or cause to be consummated the transactions contemplated hereby. This Agreement has been, and all the documents to be delivered by Purchaser at the Closing will be, authorized and properly executed and constitutes, or will constitute, as appropriate, the valid and binding obligations of Purchaser, enforceable in accordance with their terms; and
- (b) **Conflicts and Pending Action:** There is no agreement to which Purchaser is a part or to Purchaser's knowledge binding on Purchaser which is in conflict with this Agreement. There is no action or proceeding pending, or, to Purchaser's knowledge, threatened against Purchaser which challenges or impairs Purchaser's ability to execute or perform its obligations under this Agreement.

**7.3 DISCLAIMER OF WARRANTIES:** IT IS UNDERSTOOD AND AGREED THAT THE PROPERTY IS BEING SOLD AND CONVEYED HEREUNDER "AS IS, WHERE IS, WITH ALL FAULTS."

## **ARTICLE 8**

### **DEFAULT AND DAMAGES**

**8.1 DEFAULT BY PURCHASER:** If Purchaser shall default in its obligation to purchase the Property pursuant to this Agreement, Purchaser agrees that Seller shall have the right to terminate this Agreement and Purchaser shall have no further right, title, or interest in the Property.

**8.2 DEFAULT BY SELLER:** In the event Seller defaults in its obligation to sell and convey the Property to Purchaser pursuant to this Agreement, Purchaser's sole remedy shall be to elect one of the following: (a) to terminate this Agreement or (b) to bring an action for specific performance or any other remedies Purchaser may have.



## **ARTICLE 9**

### **MISCELLANEOUS**

**9.1 PARTIES BOUND:** This Agreement shall be binding upon and inure to the benefit of the respective legal representatives, successors, assigns, heirs, and devisees of the parties.

**9.2 CONFIDENTIALITY:** Purchaser shall not record this Agreement or any memorandum of this Agreement.

**9.3 HEADINGS:** The Article and paragraph headings of this Agreement are of convenience only and in no way limit or enlarge the scope or meaning of the language hereof.

**9.4 INVALIDITY AND WAIVER:** If any portion of this Agreement is held invalid or inoperative, then so far as is reasonable and possible the remainder of this Agreement shall be deemed valid and operative, and effect shall be given to the intent manifested by the portion held invalid or inoperative. The failure by either party to enforce against the other any term or provision of this Agreement shall not be deemed to be a waiver of such party's right to enforce against the other party the same or any other such term or provision in the future.

**9.5 GOVERNING LAW:** This Agreement shall, in all respects, be governed, construed, applied, and enforced in accordance with the law of the State of Oklahoma.

**9.6 SURVIVAL:** Unless otherwise expressly stated in this Agreement, each of the covenants, obligations, representations, and agreements contained in this Agreement shall survive the Closing.

**9.7 NO THIRD PARTY BENEFICIARY:** This Agreement is not intended to give or confer any benefits, rights, privileges, claims, actions, or remedies to any person or entity as a third party beneficiary, decree, or otherwise.

**9.8 ENTIRETY AND AMENDMENTS:** This Agreement embodies the entire agreement between the parties and supersedes all prior agreements and understandings relating to the Property except for any confidentiality agreement binding on Purchaser, which shall not be superseded by this Agreement. This Agreement may be amended or supplemented only by an instrument in writing executed by the party against whom enforcement is sought.

**9.9 TIME:** Time is of the essence in the performance of this Agreement.

**9.10 ATTORNEY'S FEES:** Should either party employ attorneys to enforce any of the provisions hereof, the party against whom any final judgment is entered agrees to pay the prevailing party all reasonable costs, charges, and expenses, including attorney's fees, expended or incurred in connection therewith.

**9.11 NOTICES:** All notices required or permitted hereunder shall be in writing and shall be served on the parties at the addresses set forth in Paragraph 1.1. Any such notices shall be either: (a) sent by certified mail, return receipt requested, in which case notice shall be deemed delivered three (3) business days after deposit, postage prepaid in the U.S. mail; (b) sent by overnight delivery using a nationally recognized overnight courier, in which case notice shall be deemed



delivered one (1) business day after deposit with such courier; or (c) sent by personal delivery, in which case notice shall be deemed delivered upon receipt. A party's address may be changed by written notice to the other party; provided, however, that no notice of a change of address shall be effective until actual receipt of such notice. Copies of notices are for information purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

**9.12 CONSTRUCTION:** The parties acknowledge that the parties and their counsel have reviewed and revised this Agreement and any ambiguities shall not be resolved against the drafting party, both parties being deemed to have drafted this Contract.

**9.13 CALCULATION OF TIME PERIODS:** Unless otherwise specified, in computing any period of time described herein, the day of the act or event after which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless such last day is a Saturday, Sunday or legal holiday for national banks in the location where the Property is located, in which event the period shall run until the end of the next day which is neither a Saturday, Sunday, or legal holiday. The last day of any period of time described herein shall be deemed to end at 5:00 p.m. local Tulsa, Oklahoma time.

**9.14 EXECUTION IN COUNTERPARTS:** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of such counterparts shall constitute one Agreement. To facilitate execution of this Agreement, the parties may execute and exchange by e-mailed counterparts of the signature pages and/or any other pages as deemed necessary to reach a final agreement.

**9.15 INVESTIGATION RESULTS:** In the event the subject transaction does not close, then copies of all the results of the environmental investigation, survey, core drilling, engineering studies, topographic photos and/or maps, site analysis, or other studies or analysis Purchaser may have performed with regard to the Property shall be made available to the Seller, upon written request, within a reasonable amount of time, not to exceed thirty (30) days from the date transaction is terminated, at no additional cost to the Seller.

## **ARTICLE 10**

### **PURCHASER'S CONTINGENCY**

**10.1 PURCHASER'S CONTINGENCY:** Purchase and Seller agree that, in addition to any other conditions contained in the Purchase and Sale Agreement Purchaser's obligation to purchase the Property is expressly conditioned upon the following:

- (a) A Phase I Environmental Site Assessment by qualified company acceptable to Purchaser certifying that the Property is free of hazardous materials and that no remediation is needed. Purchaser shall pay the cost of said Assessment;
- (b) Soil test showing that the soils on the Property are suitable for Purchaser's intended use. Purchaser will perform such test within thirty (30) days after Seller's acceptance of this offer;
- (c) Access to the Property acceptable to Purchaser and suitable for Purchaser's intended use; and



- (d) Delivery of a Certificate of Non-Development by Seller to Purchaser, at Purchaser's expense.

**IN WITNESS WHEREOF**, the parties hereto have executed this Agreement on the day and year written below.

“SELLER”

BY: \_\_\_\_\_  
MAYOR CITY OF BROKEN ARROW

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
CITY CLERK

BY: \_\_\_\_\_ DATE: \_\_\_\_\_  
CHAIRWOMAN BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY

ATTEST: \_\_\_\_\_  
SECRETARY

“PURCHASER”

CSI AEROSPACE, INCORPORATED

BY: \_\_\_\_\_

DATE: \_\_\_\_\_



Exhibit “A”

Legal Description of Property



# **ECONOMIC DEVELOPMENT AGREEMENT**

**BY AND AMONG**

**CSI AEROSPACE, INC**

**and**

**BROKEN ARROW ECONOMIC DEVELOPMENT  
AUTHORITY**

**and**

**CITY OF BROKEN ARROW**



## **ECONOMIC DEVELOPMENT AGREEMENT**

THIS ECONOMIC DEVELOPMENT AGREEMENT (the “Agreement”) is dated as of the \_\_\_\_ day of \_\_\_\_\_, 2025, by and between The City of Broken Arrow, a Municipal Corporation, The Broken Arrow Economic Development Authority, an Oklahoma Municipal Trust, and CSI Aerospace, Incorporated, a Florida Corporation, (together with its successors and assigns, the “Company and/or Developer”) who is authorized to do business in Oklahoma.

### **WITNESSETH:**

WHEREAS, The Company is a corporation organized under the laws of the State of Florida.

WHEREAS, The Company is interested in expanding the Company’s Broken Arrow operations by increasing the Company’s current manufacturing capacity through expansion, additional hiring and capital investment.

WHEREAS, the City (as defined below) reasonably expects that the establishment of the Project in the City will increase overall sales tax and property tax revenues of the City.

WHEREAS, a declared goal of the City is to encourage and facilitate economic development within and near the City by attracting and expanding new industry and commercial businesses to the Broken Arrow area, and to promote economic health and expansion of existing industry and commercial businesses within the City.

WHEREAS, the City seeks to promote development in this area in order to retain and expand employment, enhance the tax base, stimulate economic growth, improve the quality of life in the City, and strengthen the community.

WHEREAS, the City also recognizes that the Project (as defined below) and its operations will have additional direct and indirect economic benefits within and near the City, in Tulsa County and in the State of Oklahoma through, including without limitation, diversifying the local economy, providing economic stimulus for additional employment and other development, and



predicating and/or providing training and employment opportunities in manufacturing, sales and management skills.

WHEREAS, it is estimated that, upon undertaking the expansion, the Company will create approximately 50 new full-time jobs having a total compensation package of \$50,000, over 5 years, once the facility is fully constructed and operational.

WHEREAS, the Company will invest a minimum amount of \$5,500,000.00 as a capital contribution to allow for expansion of approximately 40-50,000 square feet for their manufacturing facility. The Company shall also invest a minimum of \$600,000.00 in additional equipment and machinery over the period starting at the execution of this agreement and to include the 5-year period after full construction of the facility.

WHEREAS, the Project is expected to deliver significant economic benefits to the City of Broken Arrow. It is anticipated that the project will procedure a total economic output of approximately \$26.5 million. That along with the retention of 108 full-time employees, an additional 50 full-time employees, having a total compensation package of \$50,000.00. will be added by the Company.

WHEREAS, the Project is expected to create a direct, indirect and induced employment benefit of approximately 112 new jobs, generating approximately \$9.4 million in labor income, contributing \$10.8 million to the Gross Domestic Product, and resulting in approximately \$2.1 million in tax revenues for the City, State and Federal governments.

WHEREAS, the City recognizes it would be beneficial to the public and would help facilitate the construction of additional facilities and addition of full-time employees at the Project Site if the City were to assist in providing incentives to the Company pursuant to the City's incentive policy; and

WHEREAS, implementation of this Agreement, which is reasonably expected to facilitate the realization of the aforesaid economic benefits to the City and general area, would otherwise be difficult or impractical without certain development incentives, and apportionments and appropriations for such purposes of certain City sales tax revenues, other forms of public assistance and the involvement the City; and

WHEREAS, the City deems it appropriate to approve the execution and delivery of this Agreement in the interest of providing for the implementation of the Project and have determined such actions are in the best interests of the City and the health, safety, and welfare of the City and residents within and near the City;

NOW, THEREFORE, in consideration of the covenants and mutual obligations herein set forth and other consideration, the sufficiency of which the parties hereby acknowledge, the parties hereto hereby covenant and agree as follows:



## **ARTICLE I**

### **DEFINITIONS**

"Agreement" and such terms as "herein," "hereof," "hereto," "hereby," "hereunder," and the like shall mean and refer to this Agreement, and any and all permitted supplements, modifications and/or amendments hereto.

"Company/Developer" shall mean CSI Aerospace, Incorporated, a Florida Corporation approved to do business in the State of Oklahoma and is currently in good standing with the State of Oklahoma, and its affiliates.

"City" shall mean Broken Arrow Economic Development Authority ("BAEDA"), an Oklahoma Municipal Trust, of which the City of Broken Arrow is beneficiary, and, as the case may be, shall mean and refer to such agency, department or instrumentality of the City as may have, or shall have been charged with, primary responsibility for any given Agreement-subject activity.

"Construction Plans" shall mean such architectural and engineering drawings, plans, specifications, and other documentation as may be reasonably necessary to describe the nature, scope, materials, quality, quantity, and other information requisite for the construction and fitting of improvements and/or structures included, or to be included, within the Project, which shall be subject to the City's normal and customary review and approval as part of the City's permitting process.

"Completion Date" shall mean the date by which all construction on the Project Site is completed by the Company.

"County Wage" shall mean the average wage for Tulsa County according to the 2023 Bureau of Labor Statistics totaling \$55,440.00.

"Project" shall mean development of the Project Site and either constructing, or causing to construct, square footage to the facility in a total approximate amount of 40,000 square feet for both indoor and outdoor expansion and an additional estimate of 50 new full-time jobs. Failure to add at least 10 Full time employees during the term of this Economic Development Agreement shall disqualify the Company for the jobs related incentives per the policy of the City of Broken Arrow.

"Project Site" shall mean a tract of land consisting of 10 acres, more or less, located at NW/4 in Block 4, Section 33, Township 18 North, Range 14 East of the Indian Base and Meridian, Broken Arrow, OK, within the City. The Legal Description of the land is attached hereto as shown on *Exhibit A* and incorporated by reference.

"State Competitive Contracting Requirements" shall mean the Public Competitive Bidding Act, Title 61, O.S.A., sections 101, *et seq.*, together with all other applicable statutory requirements pertaining to the advertising, selection and award of contracts pursuant thereto and including all contractual, bonding and insurance requirements pertaining to such contracts.



**ARTICLE II**  
**NATURE OF THIS AGREEMENT**

2.1 Scope of the Project. The Project constructed at and on the Project Site shall be developed, constructed and landscaped in conformity with the City's Zoning Ordinances and Building and Land Subdivision Codes, and the Engineering Design Criteria Manual.

The parties understand, acknowledge and agree that the Company shall be solely responsible for constructing and completing or causing the construction or completion of any and all improvements to the Project Site, except as specifically provided herein.

2.2 Relationship of the Parties. The undertakings of the parties under this Agreement require the mutual cooperation of the parties and their timely actions on matters appropriate and/or necessary to fully implement the provisions hereof. The parties agree to exercise diligent, best and good faith efforts in performing and assisting one another, and requisite third parties, in performing their respective obligations under and/or relating to this Agreement, specifically including, without limitation, the performance obligations hereinafter set forth in Articles III and IV hereof.

**ARTICLE III**  
**OBLIGATIONS OF THE BROKEN ARROW ECONOMIC DEVELOPMENT**  
**AUTHORITY/CITY OF BROKEN ARROW**

3.1 Incentives provided to Company

A. Land Grant

BAEDA/City shall grant 10 acres of land valued at \$850,000.00 to the Company for the purposes of company constructing or causing to construct and operation or causing to operate an approximately 40,000 sq. ft. manufacturing facility located in the City of Broken Arrow's Innovation District. Said legal description is attached as "Exhibit A". A Contract for Purchase and Sale shall be executed contemporaneously herewith. Said Contract contains additional terms and conditions for closing the land grant and all terms and conditions contained in the contract for purchase and sale shall be incorporated herein in all respects. In the event the Company does not complete construction pursuant to the terms herein, said land shall be returned to the granting party via General Warranty Deed, free and clear of any mortgages, liens or clouds on title as set forth in Section 4.3.

B. Incentive Payments to Company for Job Creation.



The Company currently has 108 employees on payroll. The Company shall create an estimate of fifty (50) additional new full-time jobs located at the Company's Broken Arrow location no later than December 2031. A "New Full Time Job" shall be a newly created position, created after the execution of this Agreement, having a minimum of thirty-five (35) work hours per week, performed at the Broken Arrow location. The obligations set forth in this Section shall terminate on the five (5) year anniversary of the opening of the new facility.

(1). The incentive paid by BAEDA to the Company for a "New Full-Time Job" created hereunder shall be as follows:

- (a) The Authority shall pay to the Company the sum of \$1,000.00 per job having total compensation of \$50,000.00;
- (b) The Authority shall pay the Company the sum of \$2,000.00 per job having total compensation over 100% of the average Tulsa County wage;
- (c) The Authority shall pay the Company the sum of \$3,000.00 per job having total compensation over 110% of the average Tulsa County wage;
- (d) The Authority shall pay the Company the sum of \$4,000.00 per job having total compensation of 125% of the average Tulsa County wage;
- (e) The Authority shall pay the Company the sum of \$5,000.00 per job having total compensation over 125% of the average Tulsa County Wage.

(2). Repayment for Jobs Incentives. The Company shall be responsible for notifying City of Broken Arrow Finance Department of the fulfillment of the required jobs hereunder and shall be responsible for submitting any documentation required by the City Finance Department. Said reimbursements shall be made within 60 days of the remission of all required documents. Said payments for the jobs incentive shall in no event exceed a total of \$500,000.00.

- 1. OES-3 reports shall be submitted to the City each quarter for the entirety of this Agreement.
- 2. As of the date of this Agreement, the Company has 108 full-time employees ("Starting Payroll") at its Broken Arrow manufacturing facility. Should the total number of full-time employees at the Company's Broken Arrow facility fall below the Starting Payroll or required numbers as listed herein, all payments from BAEDA shall temporarily be suspended until such time as such threshold is met.



3. If the total number of full-time jobs at the Company's Broken Arrow facility falls below the Starting Payroll for more than two consecutive quarters, the Company shall repay all incentives received pursuant to Section 3.1(B)(1) within 90 days of written demand by BAEDA.
4. The Company shall provide basic health insurance coverage to employees and employees premium cost shall not exceed 50% of the total cost of the premium.

C. Waiver of Permitting Fees

The Authority shall reimburse the Company permitting fees not to exceed \$28,316.50. Said reimbursement shall be made upon the Company receiving the Certificate of Occupancy for the property and submission of the required paperwork to the City Finance Department. The Authority shall make the reimbursement no later than 60 days after submission of all required documents.

3.2 Infrastructure Improvements. The City shall construct or cause to construct as follows:

(a). The City shall construct a spine road providing primary access to the site. While timing of construction shall be at the City's sole discretion, it is anticipated that construction of the spine road shall be approximately July 2025 and shall be completed by approximately December 2025;

(b). The city shall construct water and sanitary connections to the site boundary. While the timing of construction shall be at the City's sole discretion, it is anticipated that construction of the water and sewer connections shall be August 2025 and shall be completed approximately October 2025.

To the extent that any infrastructure improvements are made on or in public rights of way or any other lands owned by the City, title to the same, upon the completion thereof, shall vest in the City, and the Company shall furnish to the City all requested instruments of release or conveyance necessary to perfect the City's title thereto, provided such instruments are in a form reasonably acceptable to the Company.

3.3 Incentives subject to annual appropriations. Due to the term of this agreement being in excess of one year, in the event the BAEDA does not appropriate funds in a given fiscal year for payments due or expenditures under this Agreement, the BAEDA shall not be liable to the Company for such payments or expenditures unless and until appropriation of the necessary funds is made; provided, however, that the Company, in its sole discretion, shall have the right, but not the obligation, to terminate this Agreement and shall have no obligations under this Agreement for the year in which the City does not appropriate the necessary funds. For the avoidance of doubt, the Company would not need to repay BAEDA for incentives received



under this Agreement if BAEDA does not appropriate funds in a given fiscal year and decides to terminate this Agreement.

3.4 BAEDA Maximum Incentive Obligation. BAEDA's total maximum incentive obligation to the Company under this Agreement shall not exceed \$1,378,316.00 including all of the items listed in the Economic Development Agreement.

#### **ARTICLE IV** **OBLIGATIONS OF COMPANY**

4.1 Development of Project. The Company agrees to construct and equip or cause to be constructed and equipped, the Project Site in accordance with the Construction Plans, as follows:

- (a) At its sole cost, excluding any incentives from the Authority or City as listed herein, to develop, construct or cause to be constructed, and operate or cause to operate of an approximate 40,000 sq. ft. manufacturing facility. Said construction shall commence within 90 days from completion of City's obligations set forth in Section 3.2(b) and shall be completed within 540 days from commencement, subject to Section 6.10 and any extensions approved by the City, such approval not to be unreasonably withheld ;
- (b) Add an additional 50 new full-time jobs having a minimum total compensation of \$50,000.00 within five (5) years from the opening of the new manufacturing facility;
- (c) The Company shall be responsible for extending the water and sanitary sewer from the boundary of the site to the manufacturing facility. within 90 days from completion of City's obligations set forth in Section 3.2(b) and shall be completed within 540 days from commencement, subject to Section 6.10 and any extensions approved by the City, such approval not to be unreasonably withheld;
- (d) The Company shall invest a minimum of \$5,500,000 in construction costs, \$600,000 equipment and machinery over the period starting at the execution of this agreement and to include the 5 years after opening of the manufacturing facility and shall provide the City with all receipts and proof of the investment as stated herein to qualify for payment of incentives by BAEDA.
- (e) To qualify for the incentives outlined herein:



- i. Qualifying New Full-Time Jobs created must be within Broken Arrow city limits and must meet or exceed a total annual compensation package of \$50,000.00 per year.
  - ii. The Company shall provide a report to the City of Broken Arrow Finance Department no later than June 30 of the current fiscal year showing the number of new hires, salary of the new hire and title of position held. The company further agrees to cooperate and provide any documentation requested by BAEDA or City of Broken Arrow Finance Department to fulfill this requirement. All requests from BAEDA or City of Broken Arrow Finance Department shall be reasonable in scope. The parties acknowledge that no payment shall be made by BAEDA until all required paperwork is submitted by the Company pursuant to this paragraph.
- (f) Should the total number of jobs fall below the Starting Payroll or required numbers as listed herein, all payments owed by BAEDA shall temporarily suspend until the required threshold is satisfied.
- (g) If the total number of jobs falls below the Starting Payroll of this Agreement for more than two consecutive quarters within five (5) years from the opening of the new manufacturing facility, the Company shall repay all incentives previously received pursuant to Section 3.1(B)(1) within 90 days of written demand by BAEDA.
- (h) The Company shall be required to present a quarterly update to the Economic Development Director, and if requested, make a presentation to the City/BAEDA regarding progress.

4.2 Right-of-way and Easements. At its sole cost, the Company shall dedicate right-of-way, utility easements and other reasonably necessary easements within the Project Site shown on and in accordance with the Master Site Plan and the City's Zoning, Building, Land Subdivision Code and Engineering Design Criteria Manual. These dedications shall be accomplished by deeds drafted by the City Engineer for the pertinent rights of way, easements or other necessary conveyances. All other dedications may be accomplished through the platting process.

4.3 Performance and Claw Back. In the event the Project is not constructed by the Company within the time allotted herein, the BAEDA, following thirty (30) days' written notice to Company and Company's failure to cure the same, may terminate this Agreement and all of the terms and conditions hereof upon written notice to the Company, and, in such case, this Agreement shall no longer be of any force and effect as between the parties. Furthermore, the Company shall repay to the BAEDA any and all incentives received, or fees waived by the City



within 90 days of written request. The parties acknowledge that time is of the essence for purposes of this Agreement in all respects. In addition, within 90 days of written request, the Company shall return the land previously granted to it by the City, via General Warranty Deed, free from any mortgages, liens or clouds on title.

## **ARTICLE V**

### **CONSTRUCTION AND INDEMNIFICATION PROVISIONS**

5.1 **Construction Plans and Contracts.** Prior to commencement of any construction on the Project Site, the Company (or other party undertaking construction of building improvements) shall furnish the Construction Plans to the City, for the City's normal and customary review and approval as part of the City's permitting process. The parties agree to cooperate and to use their respective best efforts to secure whatever assistance and approvals may be required from third parties in order to facilitate the preparation for and the course of such construction.

5.2 **Indemnification.** It is understood and agreed between the parties that the Company is performing its obligations hereunder independently, and the City assumes no responsibility or liability in connection therewith to third parties, and the Company agrees to indemnify and hold harmless the City, and its respective officers, agents and employees, from and against any and all claims, lawsuits, judgments, costs and expenses for personal injury (including death), property damage, or other harm for which recovery of damages is sought, suffered by any person or persons that may arise out of or be occasioned by any of the terms or provisions of this Agreement, or by any negligent act or omissions of the Company or its officers, agents, associates, employees, or contractors, in the performance of the Company's obligations under this Agreement, except to the extent any of the aforementioned is caused by the City's negligence, breach of this Agreement or willful misconduct. The provisions of this Section 5.2 are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

## **ARTICLE VI**

### **GENERAL PROVISIONS**

6.1 **Nondiscrimination.** The Company agrees not to discriminate on the basis of race, color, religion, gender, or national origin in the sale, lease, or rental or in the use or occupancy of the Project Site, the Project or any related facilities in violation of applicable law or regulation.

6.2 **Conflict of Interest; Representatives not individually Liable.** No official or employee of the City shall have any personal interest in or under this Agreement, nor shall any person voluntarily acquire any ownership interest, direct or indirect, in any legal entity which is a party to this Agreement. No official or employee of the City shall be personally liable to the Company in the event of any default or breach by the City.

6.3 **Applicable Law, Severability and Entire Agreement.** This Agreement shall be governed



by and construed in accordance with the laws of the State governing agreements made and fully performed in Oklahoma. If any provisions of this Agreement or the application thereof to any persons or circumstances shall, to any extent, be invalid or unenforceable, then the remainder of this Agreement or surviving portion(s) of such provision, and each other provision of this Agreement, shall be valid and enforceable to the fullest extent permitted by law. This Agreement sets forth the entire understanding between the City and the Company with respect to the subject matters of this Agreement, there being no terms, conditions, warranties or representations with respect to the subject matter other than as contained herein.

6.4 Third Parties. Except as expressly provided otherwise in this Agreement, the provisions of this Agreement are for the exclusive benefit of the parties hereto and not for the benefit of any other persons, as third-party beneficiaries or otherwise, and this Agreement shall not be deemed to have conferred any rights express or implied, upon any other person.

6.5 No Partnership Created. This Agreement specifically does not create any partnership or joint venture between the parties hereto or render any party liable for any of the debts or obligations of any other party.

6.6 Formalities and Authority. The parties hereto represent and warrant that they are validly existing and lawful entities with the power and authorization to execute and perform this Agreement. The headings set forth in this Agreement are for convenience and reference only, and in no way define or limit the scope or content of this Agreement or in any way affect its provisions.

6.7 Notices and Demands. Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, or delivered personally, as follows:

To the Company:

Attn: General Manager  
CSI Aerospace  
2020 W Detroit St  
Broken Arrow, OK 74012

With copies to:

HEICO Aerospace Corporation  
3000 Taft Street  
Hollywood, FL 33021



To the City:

City Manager  
The Broken Arrow Economic Development Authority  
P. O. Box 610  
220 South First  
Broken Arrow, Oklahoma 74012

With copies to:

City Attorney  
City of Broken Arrow, Oklahoma  
P. O. Box 610  
Broken Arrow, Oklahoma 74012

or to such other address, within the United States, with respect to a party as that party may from time to time designate in writing and forward to the others as provided in this Section. A copy of any notice, demand or other communication under this Agreement given by a party under this Agreement to any other party under this Section shall be given to each other party to this Agreement.

6.8 Binding Effect. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective legal representatives, successors and assigns.

6.9 Modifications. This Agreement cannot be changed orally, and no executory agreement shall be effective to waive, change, modify or discharge it in whole or in part unless such executory agreement is in writing and is signed by the parties against whom enforcement of any waiver, change, modification or discharge is sought.

6.10 Unavoidable Delays. The time for performance of any term, covenant, condition, or provision of this Agreement shall be extended by any period of unavoidable delays. In this Agreement, "unavoidable delays" shall mean any delay beyond the reasonable direct or indirect control of the party obligated to perform the applicable term, covenant, condition, or provision under this Agreement and shall include, without limiting the generality of the foregoing, delays attributable to acts of God, strikes, labor disputes, unusual or extreme weather, pandemic, epidemic, quarantine, material shortages, delays or price increases, tariffs, embargoes, governmental restrictions, court injunctions, riot, civil commotion, acts of public enemy, delays in issuance of required permits or approvals, delays in required inspections, and casualty, and shall not include any delays attributable to financial difficulties; *provided*, the assertion of any unavoidable delay shall be subject to the asserting party first giving written notice to the other parties of its claim thereof and thereupon and forthwith diligently and in good faith undertaking all reasonable efforts to overcome the conditions leading to or causing such delay.



6.11 Further Assurances. Each party agrees that it will, without further consideration, execute and deliver such other documents and take such other action, whether prior or subsequent to the consummation of the matters or completion of the undertakings set forth herein, as may be reasonably requested by any other party to consummate more effectively the purposes or subject matter of this Agreement.

6.12 Attorneys' Fees. In the event of any controversy, claim or dispute between the parties affecting or relating to the subject matter or performance of this Agreement, the prevailing party shall be entitled to recover from the non-prevailing party all of its reasonable expenses, including reasonable attorneys' fees as determined by Oklahoma law.

6.13 Counterparts. This Agreement may be executed in several counterparts, and all such executed counterparts shall constitute the same agreement. It shall be necessary to account for only one such counterpart in proving this Agreement.

6.14 BAEDA/City Limited Liability. The obligations of the BAEDA arising under or by virtue of this Agreement shall be limited and shall not exceed the total amount of incentives as listed herein. Said incentive payments shall be the sole remedy for the Company in case of a breach by BAEDA.

6.15 Construction of this Agreement. Each party hereby acknowledges that it and its legal counsel have reviewed and, as the case may be, revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any exhibits or amendments hereto.

6.16 Jurisdiction and Venue. This Agreement shall be interpreted under the laws of the State of Oklahoma. That any lawsuit or challenge to this agreement shall be commenced and maintained in the District Court of Tulsa County, State of Oklahoma.

IN WITNESS WHEREOF, the each of the parties has caused this Agreement to be executed by its duly authorized official(s), as of the date first above written.

CITY OF BROKEN ARROW,  
a municipal corporation,

ATTEST: (SEAL)

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
City Clerk



BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY,  
a municipal trust,

ATTEST: (SEAL)

By: \_\_\_\_\_  
Chairperson

By: \_\_\_\_\_  
Secretary

Approved as to form:

By: \_\_\_\_\_  
Deputy City Attorney

CSI Aerospace Incorporated  
a Florida corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_





# City of Broken Arrow

## Request for Action

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**File #: 25-775, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Consideration, discussion and possible preview of an ordinance amending Chapter 3.5, Airports, Heliports, Takeoffs, and Landings of the Broken Arrow Code of Ordinances providing for special use permits for commercial air tour operations; amending Sections 3.5-1, 3.5-2, 3.5-2.1, 3.5-3, 3.5-4, and 3.5-5; providing for severability; repealing conflicting ordinances; and establishing an effective date; and declaring an emergency

**Background:**

Bryce Doyle, Lead Pilot, CFI, Tulsa Aviation Hub requested the City revise its Ordinance governing Heliports., including the following:

1. New Section 3.5-2.1: This section introduces the special use permit for commercial air tour operations, as requested. It restricts eligibility to property owners, requires a 300-foot buffer from adjacent properties, limits hours to 10:00 a.m.-6:00 p.m., and mandates notice and posting. The permit is valid for a single day, with a cap of six permits per semiannual period to balance community impact. The process is streamlined to avoid council hearings for each application, with the city clerk handling approvals.
2. Amendments to Sec. 3.5-1 and 3.5-2: These sections are updated to reference the new special use permit as an exception, ensuring consistency across the chapter.
3. Amendments to Sec. 3.5-3 and 3.5-4: These sections are modified to exclude special use permit applications from the council hearing process as Mr. Doyle sought to simplify approvals. The existing notice and posting requirements are retained but adapted for the permit process.
4. Retention of Sec. 3.5-5: This section remains unchanged, as it is unaffected by the proposed changes.

**Cost:** No Cost

**Funding Source:** No Source

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

**Approved By:** Trevor Dennis, City Attorney

**Attachments:** Preview Ordinance

**Recommendation:**



Preview the Ordinance and set for adoption.



## **ORDINANCE NO.**

**AN ORDINANCE AMENDING CHAPTER 3.5, AIRPORTS, HELIPORTS, TAKEOFFS, AND LANDINGS OF THE BROKEN ARROW CODE OF ORDINANCES PROVIDING FOR SPECIAL USE PERMITS FOR COMMERCIAL AIR TOUR OPERATIONS; AMENDING SECTIONS 3.5-1, 3.5-2, 3.5-2.1, 3.5-3, 3.5-4, AND 3.5-5; PROVIDING FOR SEVERABILITY; REPEALING CONFLICTING ORDINANCES; AND ESTABLISHING AN EFFECTIVE DATE**

**WHEREAS**, the City Council of the City of Broken Arrow, Oklahoma, desires to regulate the operation of airports, heliports, and aircraft takeoffs and landings within the city limits to protect public health, safety, and welfare; and

**WHEREAS**, the City Council recognizes the need to allow limited commercial air tour operations under specific conditions to minimize impacts on surrounding properties and ensure compatibility with community standards; and

**WHEREAS**, amendments to Chapter 3.5 of the Broken Arrow Code of Ordinances are necessary to clarify permitted activities, establish a special use permit process, and update related provisions; and

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA:**

**SECTION I.** Section 3.5-1 is hereby amended to read as follows:

**Sec. 3.5-1. Operation of airports, heliports, etc., within city limits prohibited; exceptions.**

No person shall operate any airport, heliport, air terminal, landing field, or landing site within the city limits; provided this prohibition shall not apply to:

- (1) Any heliport used by and associated with an ambulance service or hospital which is duly licensed by the state to serve Broken Arrow, and which is primarily used for the transportation by air of sick or injured persons, medical supplies, and health care providers; or
- (2) A landing site authorized under a special use permit issued pursuant to Sec. 3.5-2.1.

**SECTION II.** Section 3.5-2 is hereby amended to read as follows:

**Sec. 3.5-2. Permitted locations for takeoffs and landings.**

No airplane or helicopter shall take off from or land upon any land, building, or structure within the city limits except:

- (1) At a permanent heliport allowed by applicable law; or



- (2) At a site specifically authorized by city council for such activity as a temporary use under such terms and conditions as the council may prescribe; or
- (3) As necessary to respond to an emergency involving a threat to human life or to property; or
- (4) At the location of a nonrecurring event, in which fewer than six landings or takeoffs are anticipated during any semiannual period; or
- (5) At a site authorized under a special use permit issued pursuant to Sec. 3.5-2.1.

**SECTION III.** A new section 3.5-2.1 of the Broken Arrow Code of Ordinance is hereby enacted to read as follows:

**Sec. 3.5-2.1. Special use permit for commercial air tour operations.**

- (a) Purpose. The special use permit is established to allow limited commercial air tour operations within the city limits, subject to conditions that minimize impacts on surrounding properties and ensure compatibility with community standards.
- (b) Eligibility. A special use permit may be issued only to a property owner of land within the city limits of Broken Arrow who seeks to authorize commercial air tour operations on their property. The permit shall not be issued to non-property owners or operators directly.
- (c) Application Requirements. An application for a special use permit shall be submitted to the city clerk and include:
  - (1) The name, address, and contact information of the property owner;
  - (2) A detailed description of the proposed landing site, including a site plan showing the landing zone and its distance from adjacent property lines;
  - (3) The proposed hours of operation, which shall be limited to between 10:00 a.m. and 6:00 p.m. unless otherwise approved by the city;
  - (4) The anticipated number of takeoffs and landings during the permit period;
  - (5) The specific date(s) for which the permit is requested, not to exceed a single calendar day per permit;
  - (6) Evidence that the landing zone is at least 300 feet from the property line of any adjacent land not owned by the applicant;
  - (7) A noise mitigation plan to minimize disturbance to surrounding properties; and
  - (8) Any additional information required by the city clerk.
- (d) Notice and Posting. The applicant shall:
  - (1) Post a sign on the proposed landing site at least ten days prior to the issuance of the permit, with dimensions and lettering comparable to signs used in zoning applications within Broken Arrow, indicating the proposed use, date(s), and hours of operation;
  - (2) Provide written notice to all property owners within 300 feet of the landing site at least ten days prior to the issuance of the permit, including the same information as the posted sign.
- (e) Review and Issuance.



- (1) The city clerk, or their designee, shall review the application for completeness and compliance with this section.
- (2) The city clerk may refer the application to the special events committee for a recommendation.
- (3) The city clerk shall issue the permit if all requirements are met, subject to any additional conditions deemed necessary to protect public health, safety, and welfare.
- (4) The permit shall specify the authorized location, date(s), hours of operation, and any additional conditions.

(f) Operational Restrictions.

- (1) Operations under a special use permit shall be limited to the hours of 10:00 a.m. to 6:00 p.m., unless otherwise specified in the permit.
- (2) The landing zone shall remain at least 300 feet from the property line of any adjacent land not owned by the permit holder.
- (3) The permit holder and operator shall comply with all applicable federal, state, and local laws, including Federal Aviation Administration regulations.
- (4) The city may revoke the permit for noncompliance with its terms or if operations pose a threat to public safety or welfare.

(g) Permit Limitations.

- (1) A special use permit shall be valid only for the specific date(s) and location specified.
- (2) No property owner may be issued more than six special use permits in any semiannual period unless approved by the city council.

**SECTION IV.** Section 3.5-3 is hereby amended to read as follows:

**Sec. 3.5-3. Applications for use of land under this chapter; notice.**

- (a) Except as provided in Sec. 3.5-2.1, an applicant for the use of land under this chapter shall cause the site to be posted and give written notice to the surrounding property owners, located within 300 feet of the landing site, of the application at least ten days in advance of the hearing. The sign shall have the dimensions and size of lettering comparable to the sign used in zoning applications within Broken Arrow.
- (b) Applications under this section may be referred to the special events committee for recommendation.

**SECTION V.** Section 3.5-4 is hereby amended to read as follows:

**Sec. 3.5-4. Items considered at hearing on application.**

At any hearing on an application under this chapter, except for applications under Sec. 3.5-2.1, consideration shall be given to the openness and lack of development of the land, the location of



electrical and natural gas lines, the distance to private residences, the frequency of the use, and the volume of sound anticipated.

**SECTION VI.** Section 3.5-5 is hereby amended to read as follows:

**Sec. 3.5-5. Scope of chapter.**

The provisions of this chapter are intended to regulate all "heavier than air" craft regardless of configuration, construction or means of propulsion. The provisions of this chapter are not intended to regulate "lighter than air" craft such as hot air balloons.

**SECTION VII.** Severability.

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance.

**SECTION VIII.** Repealed.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

**SECTION IX.** Effective Date.

This ordinance shall take effect immediately upon its passage and publication as required by law.

**PASSED AND APPROVED** by the City Council of the City of Broken Arrow, Oklahoma, this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

ATTEST:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
(Seal) CITY CLERK

APPROVED:

\_\_\_\_\_  
CITY ATTORNEY





# City of Broken Arrow

## Request for Action

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**File #: 25-758, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Consideration, discussion, and possible adoption of Ordinance No. 3848, an ordinance amending the zoning ordinance of the City of Broken Arrow, Oklahoma, approving BAZ-001788-2024, along with PUD-001787-2024 generally located one-half mile north of East Houston Street (81st Street) and one-quarter mile east of 9th street (177th East Avenue/ Lynn Lane Road), granting RM (Residential Multi-Family) zoning classification upon the tract along with PUD-001787-2024, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency

**Background:**

Rezoning case BAZ-001788-2024 (A-1 to RM) and PUD-001787-2024, which contained 12.32 acres, was approved by the Broken Arrow City Council on January 7, 2025. The City Council approved BAZ-001788-2024 & PUD-001787-2024 without conditions.

Staff recommends that the Council adopt Ordinance No. 3848 and approve the Emergency Clause.

This Ordinance, and associated emergency clause, was adopted by the City Council on January 21, 2025, however, due to an outage at the Tulsa World, the ordinance was not published according to State Statute. Staff is asking the Council to reapprove Ordinance No. 3848 so it can be recorded properly.

**Zoning Change:** RD (Residential Duplex) and PUD-176 to RM (Residential Multi-Family), along with PUD-001787-2024

**Acreage:** 12.32 acres

**Legal description**

Commencing from the NE Cor., NE/4,SW/4 Sec. 12, T18N, R14E a found 5/8" iron pin S01°15'27"E a distance of 30 feet, to the point of Beginning; Thence S01°15'27"E a distance of 1,291.05 feet to a point; Thence S88°45'08"W a distance of 468.91 feet to a point; Thence N01°15'27"W a distance of 315.46 feet to a point; Thence N28°44'32"E a distance of 81 feet to a point; Thence N01°15'27"W a distance of 329.98 feet to a point; Thence N31°15'27"W a distance of 114.70 feet to a point; Thence N58°44'32"E a distance of 160 feet to a point; Thence N01°15'10"W a distance of 396.08 feet to a point; Thence N88°44'49"E a distance of 374.16 back to the point of Beginning. Said tract containing 537,008 square feet or 12.32 acres.

**Cost:** Recording Fees

**Funding Source:** General Government Operations

**Requested By:** Rocky Henkel, Director of Community Development



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**File #: 25-758, Version: 1**

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

**Attachments:** Ordinance No. 3848  
BAZ-001788-2024 & PUD-001787-2024 Case Map  
Message from Tulsa World concerning outage

**Recommendation:**  
Adopt Ordinance No. 3848 and approve the emergency clause.



## **ORDINANCE NO. 3848**

**An ordinance amending the zoning ordinance of the City of Broken Arrow, Oklahoma, approving BAZ-001788-2024, along with PUD-001787-2024 generally located one-half mile north of East Houston Street (81st Street) and one-quarter mile east of 9th street (177th East Avenue/ Lynn Lane Road), granting RM (Residential Multi-Family) zoning classification upon the tract along with PUD-001787-2024, repealing all ordinances or parts of ordinances in conflict herewith, and declaring an emergency**

**WHEREAS**, the State of Oklahoma has granted cities, as governmental entities, the duty and power to enact zoning ordinances for the protection of persons and property residing within the City limits, and for securing the benefits of orderly development as a whole; and

**WHEREAS**, a series of governmental administrative hearings have been conducted at which time it was determined that the land in question would be proper for an RM (Residential Multi-Family) District; and

**WHEREAS**, rezoning case BAZ-001788-2024 (RD to RM) was approved by the Broken Arrow City Council on January 7, 2025; and

**WHEREAS**, Planned Unit Development PUD-001787-2024 was approved by the Broken Arrow City Council on January 7, 2025; and

**WHEREAS**, the property is generally located one-half mile north of East Houston Street (81st Street) and one-quarter mile east of 9th street (177th East Avenue/ Lynn Lane Road); and

**WHEREAS**, the proposed zoning is compatible with the comprehensive plan and surrounding uses; and

**WHEREAS**, the granting of the application will not have an adverse effect on the other property in the area or in the community; and

**WHEREAS**, for these reasons, the City Council finds this request should be granted.

**BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BROKEN ARROW, OKLAHOMA:**

**SECTION I.** The zoning classification of the following described real estate situated in Tulsa County, State of Oklahoma, being more particularly described as follows:

Legal Description

Commencing from the NE Cor., NE/4,SW/4 Sec. 12, T18N, R14E a found 5/8" iron pin S01°15'27"E a distance of 30 feet, to the point of Beginning; Thence S01°15'27"E a distance of 1,291.05 feet to a point; Thence S88°45'08"W a distance of 468.91 feet to a point; Thence N01°15'27"W a distance of 315.46 feet to a point; Thence N28°44'32"E a distance of 81 feet to



a point; Thence N01°15'27"W a distance of 329.98 feet to a point; Thence N31°15'27"W a distance of 114.70 feet to a point; Thence N58°44'32"E a distance of 160 feet to a point; Thence N01°15'10"W a distance of 396.08 feet to a point; Thence N88°44'49"E a distance of 374.16 back to the point of Beginning. Said tract containing 537,008 square feet or 12.32 acres.

be and the same is hereby changed from the zoning RD to RM (Residential Multi-Family) along with PUD-001787.

**SECTION II.** Any ordinance or parts of ordinances found to be in conflict herewith are hereby repealed.

**SECTION III.** An emergency exists for the preservation of the public health, peace, and safety, and therefore this ordinance shall become effective from and after the time of its passage and approval.

PASSED AND APPROVED and the emergency clause ruled upon separately this 2<sup>nd</sup> day of June, 2025.

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MAYOR

ATTEST:

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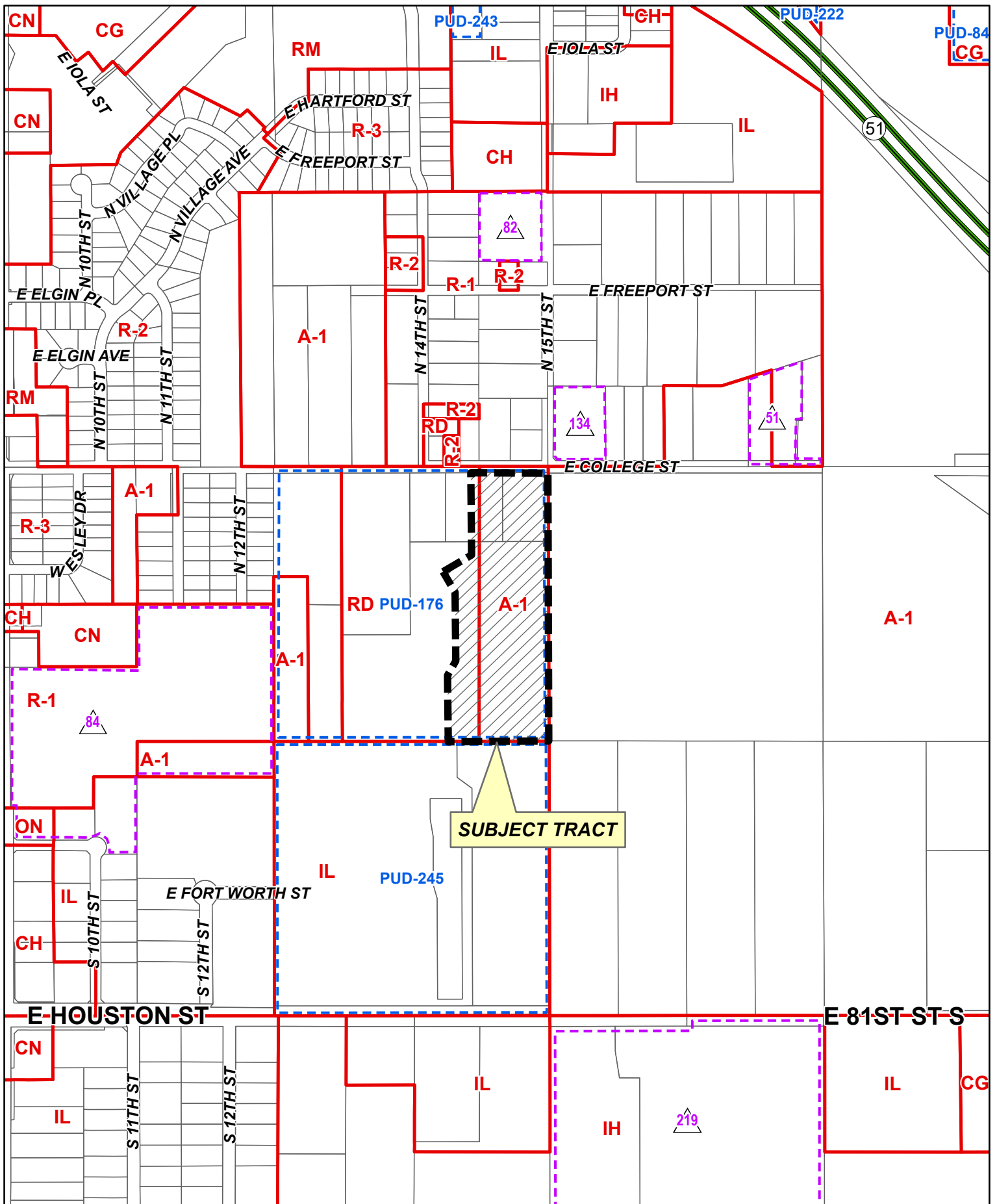
(Seal) CITY CLERK

APPROVED:

---

ASSISTANT CITY ATTORNEY







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**From:** Column Support <support@column.us>  
**Sent:** Monday, May 19, 2025 6:06 PM  
**To:** Blackford, Lisa <LBlackford@BrokenArrowOK.Gov>  
**Subject:** Tulsa World Cancelled Your Public Notice

**CAUTION! This email originated from outside of the City of Broken Arrow network. Do not click links or open attachments unless you recognize the sender and know the content is safe.**



Hello Lisa,

Tulsa World has cancelled the public notice you submitted on 1/22/2025. You can review your updated notice details by following the link below.

**Reason for Cancellation:** Hello, Due to the Lee outage caused by cyber attack this notice did not publish on all of the requested dates. We will be processing a full refund for this notice. If you have any additional questions please reach out at any time! Thank you so much.

Notice Name: Ord 3848 TW  
Notice ID: TgOLJRaAj0Gg9baE29XW  
Publication Dates: 02/04/25  
Organization: City of Broken Arrow

If you would like to reschedule your notice for the next available publication date, you may do so from your Column account. [Here are detailed instructions](#). Once confirmed by the newspaper you'll receive an invoice and the deadline to pay. Online [payment methods](#) are preferred.

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# City of Broken Arrow

## Request for Action

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**File #: 25-759, Version: 1**

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**Broken Arrow City Council  
Meeting of: 06-02-2025**

**Title:**

Consideration, discussion and possible approval of an emergency clause for Ordinance No. 3848; it being immediately necessary for the preservation of the public peace, health, safety, or welfare, an emergency is hereby declared to exist

**Background:**

Oklahoma Statute 11 O.S. § 14-103 requires the emergency clause be ruled upon separately by the governing body. With the implementation of vote cast, this item allows the emergency clause to be separately voted on.

This Ordinance, and associated emergency clause, was adopted by the City Council on January 21, 2025, however, due to an outage at the Tulsa World, the ordinance was not published according to State Statute. Staff is asking the Council to reapprove Ordinance No. 3848 and the associated emergency clause so it can be recorded properly.

**Cost:** No Cost

**Funding Source:** No Source

**Requested By:** Rocky Henkel, Community Development Director

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

**Attachments:** Message from Tulsa World concerning outage

**Recommendation:**

Approve the emergency clause for Ordinance No. 3848



---

**From:** Column Support <support@column.us>  
**Sent:** Monday, May 19, 2025 6:06 PM  
**To:** Blackford, Lisa <LBlackford@BrokenArrowOK.Gov>  
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Notice Name: Ord 3848 TW  
Notice ID: TgOLJRaAj0Gg9baE29XW  
Publication Dates: 02/04/25  
Organization: City of Broken Arrow

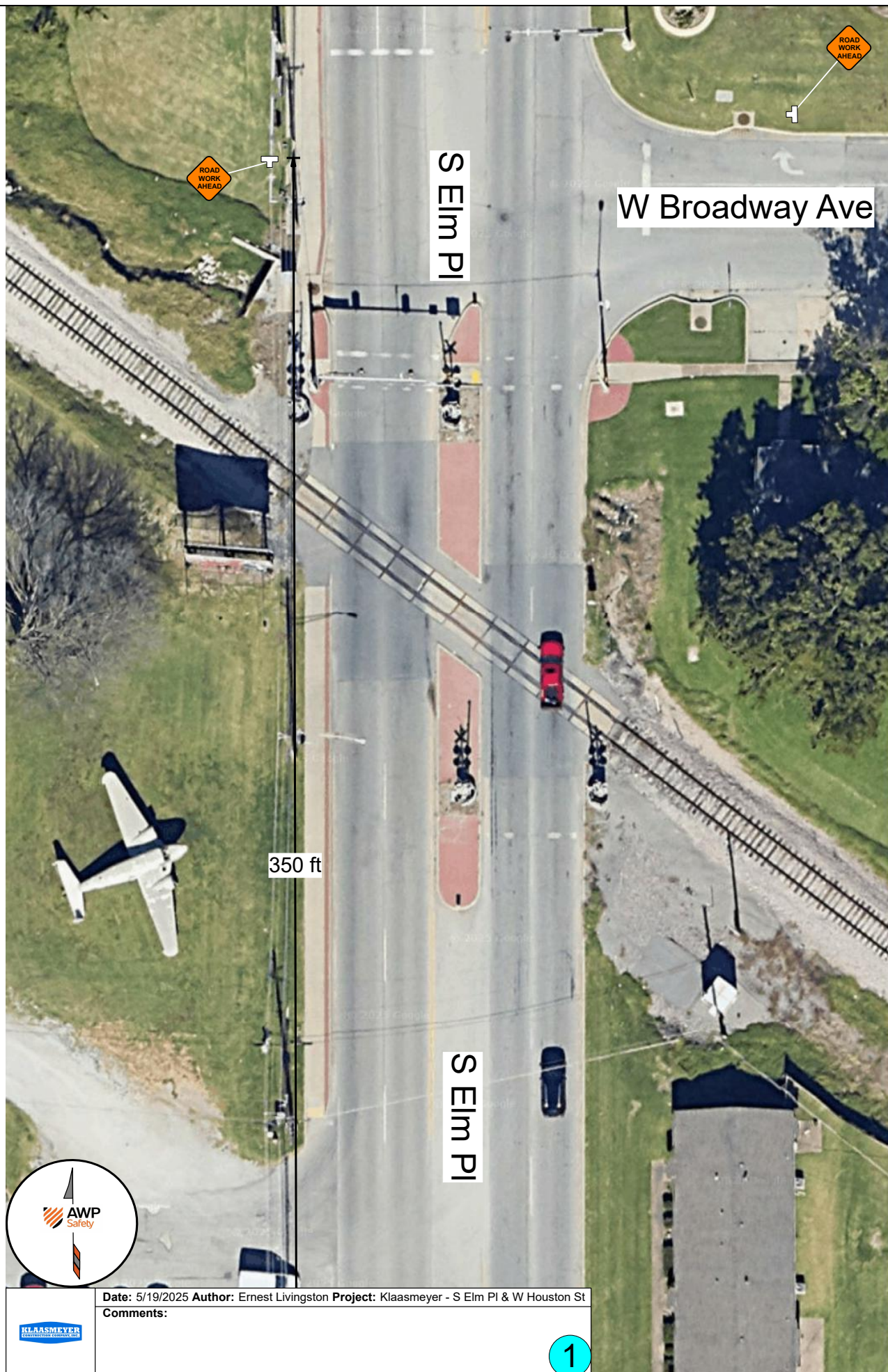
If you would like to reschedule your notice for the next available publication date, you may do so from your Column account. [Here are detailed instructions](#). Once confirmed by the newspaper you'll receive an invoice and the deadline to pay. Online [payment methods](#) are preferred.

[View Notice](#)

Supported by Column

If you'd like to [unsubscribe](#) from any emails from Column, you can do so in your user settings.






Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeier - S Elm Pl & W Houston St  
Comments:









	<p><b>Date:</b> 5/19/2025 <b>Author:</b> Ernest Livingston <b>Project:</b> Klaasmeyer - S Elm Pl &amp; W Houston St</p> <p><b>Comments:</b></p>
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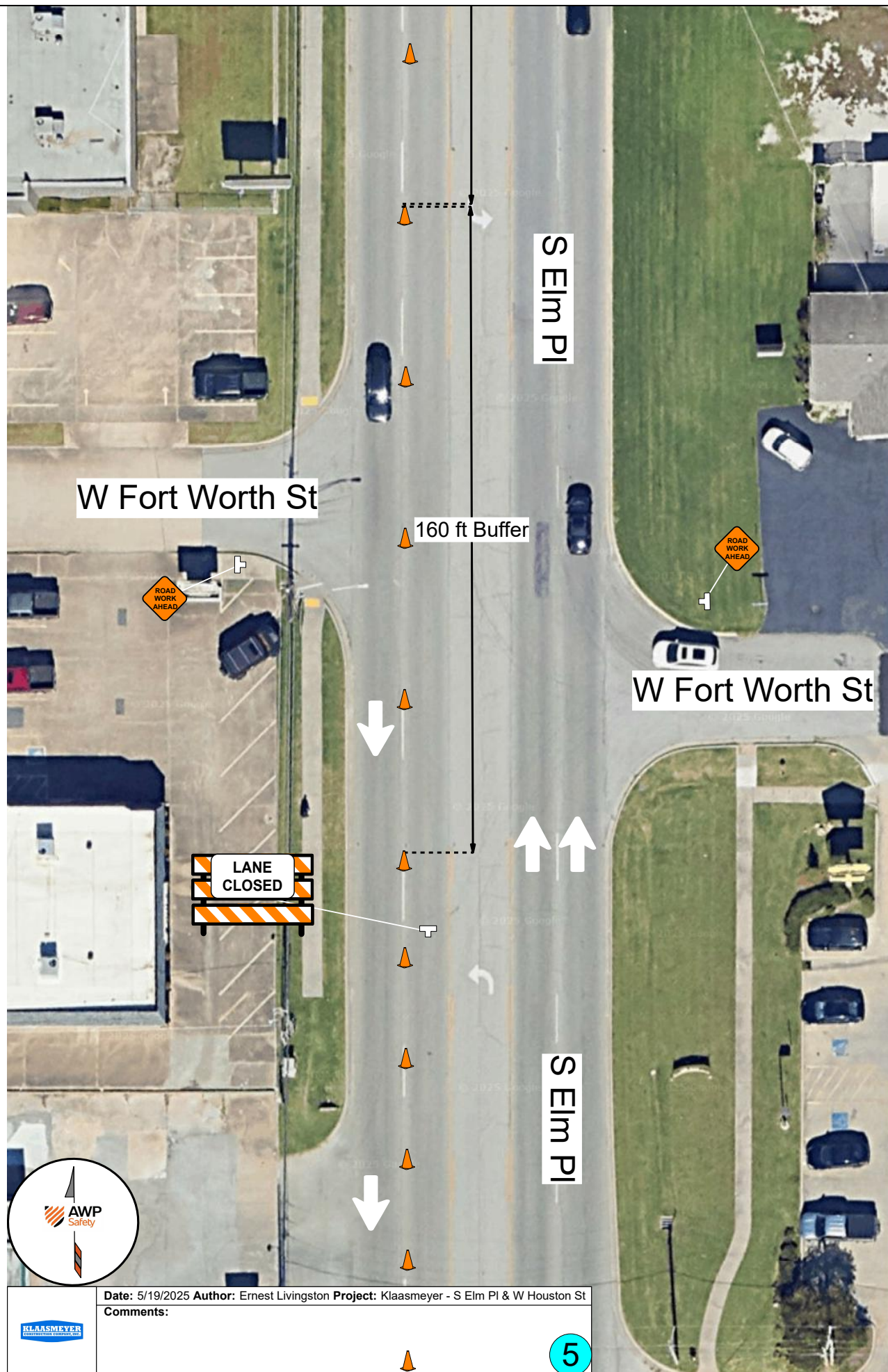




Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl & W Houston St  
Comments:







Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm PI & W Houston St  
Comments:

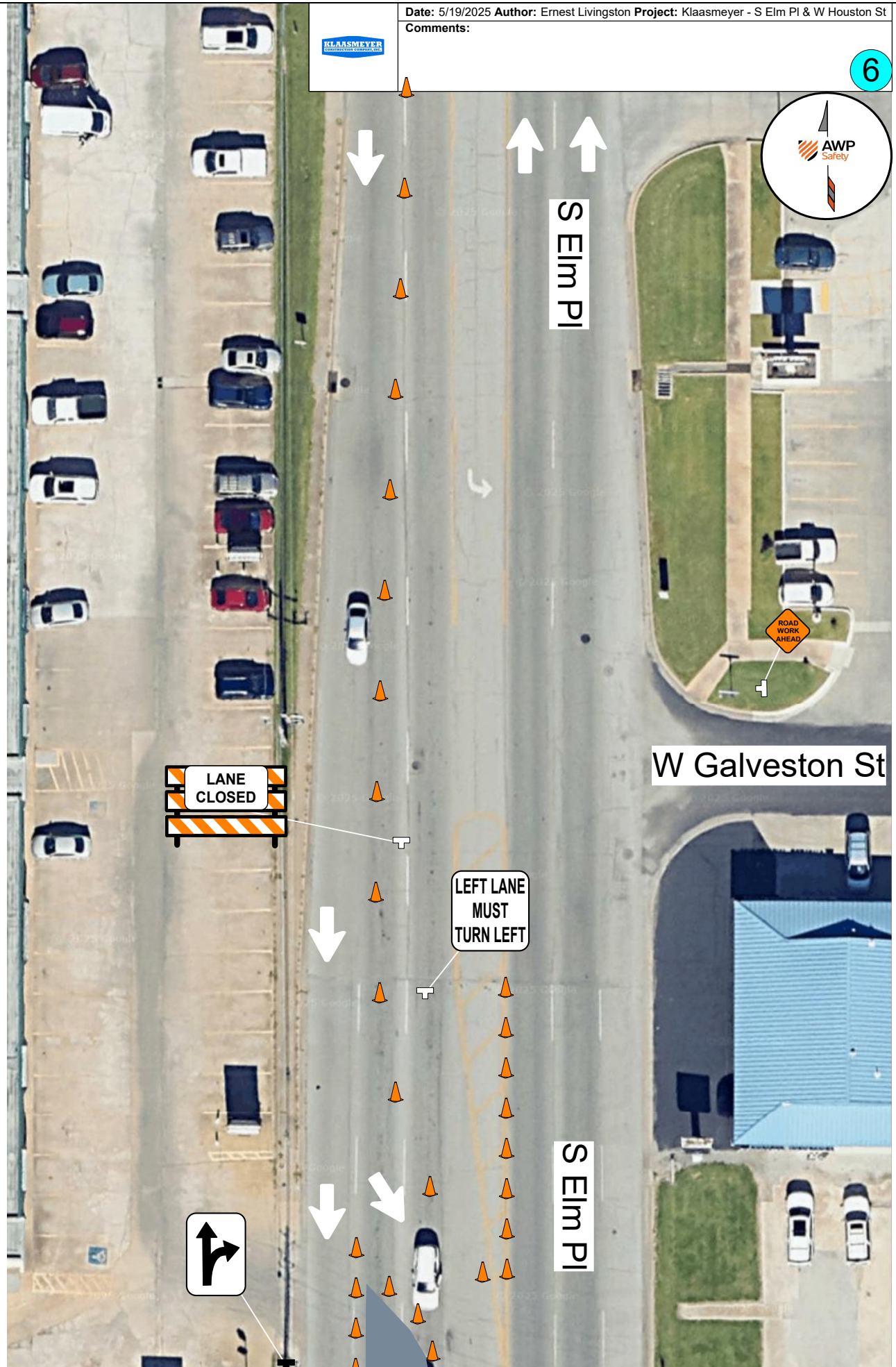




Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl & W Houston St  
Comments:



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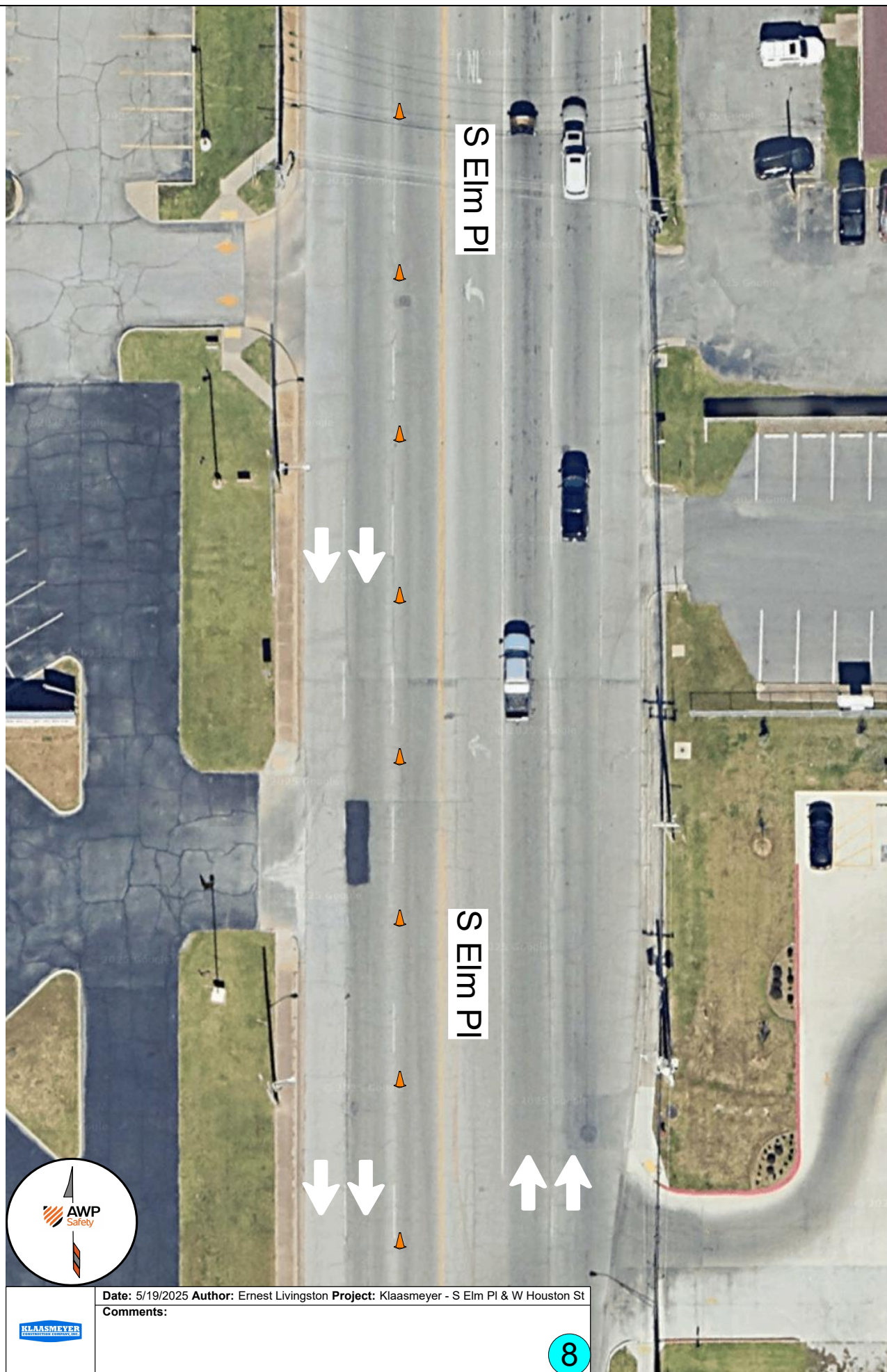






Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm PI & W Houston St  
Comments:





Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl & W Houston St  
Comments:





**Date:** 5/19/2025 **Author:** Ernest Livingston **Project:** Klaasmeyer - S Elm PI & W Houston St  
**Comments:**

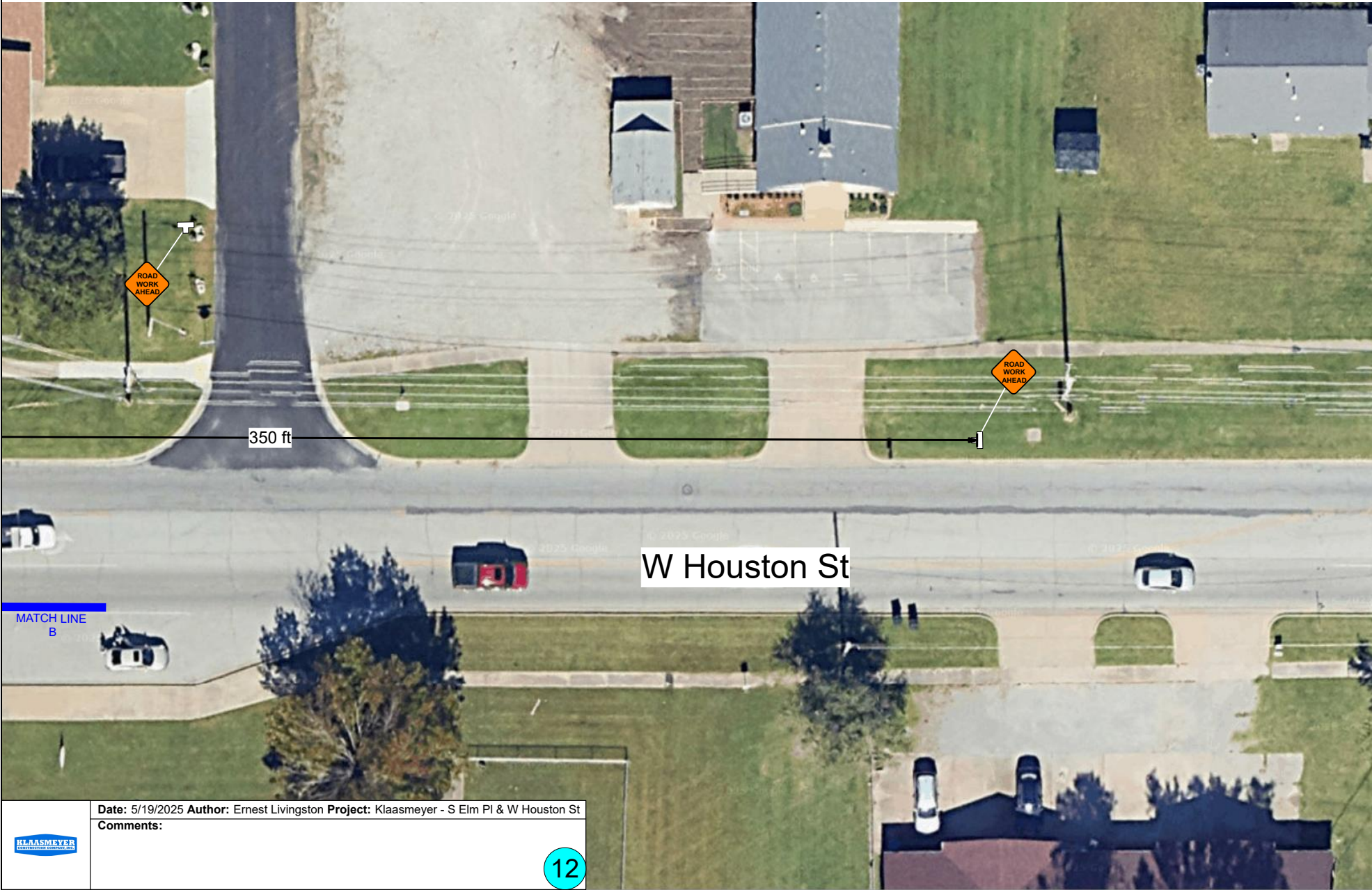












	<p>Date: 5/19/2025 Author: Ernest Livingston Project: Klaasmeyer - S Elm Pl &amp; W Houston St</p> <p>Comments:</p> <div data-bbox="842 1385 905 1446">12</div>
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**Applicant Information**

Company Name: AWP Safety Company Contact: Ernest Livingston  
Address: 4422 W 49th Street Contact Phone #: 918-445-8899 or 918-859-4493  
City, State: Tulsa, OK Contact Email: ernest.livingston@awpsafety.com

**Street Closure Information**

Type of Closure Roadway Type  
☐ Partial/One Lane ☐ Full Roadway ☒ Arterial ☐ Industrial  
☐ Right of Way Work ☐ Sidewalk/Trail ☐ Residential ☐ Commercial  
☐ Other: See TCP Project Association  
☐ Private Project ☒ Public Project  
Project Name: BAMA 2154310  
Road Name or Facility for Closure: S Elm Pl (Southbound) & right turn lane for westbound Houston Av  
Location/Extents: W El Paso to W Knoxville  
Closure Period: Closure Dates: Start: 6/10/2025 Finish: 6/10/2025  
Closure Times: Start: 7:00 A.M. Finish: 3:00 P.M.  
Closure Description/Overview

The closure will affect the 2 southbound lanes of Elm and westbound right turn lane of Houston.

**Reason for Closure**

The closure is needed to access specific manholes to ascertain the depth of the utilities for the BAMA project activities.

**\*\*\*NOTE: Application will not be approved without adequate Traffic Control Plan submitted with application\*\*\***

☒ I have read and understand the attached City of Broken Arrow Traffic Control Manual Chapter 8 - Work Zones. Furthermore, I agreed to release, indemnify and hold harmless the City of Broken Arrow from any liability for personal injuries or property damage sustained by any person in connection with any activities for which this permit is issued.

Ernest Livingston Ernest Livingston 5/20/2025 918-445-8899 or 918-859-4493  
Name (Print) Signature Date Phone/Email

**City of Broken Arrow Authorization - Ordinance No. 2837 § 23-28(a)**

Engineering & Construction  
Director Concurrence

Assistant City Manager  
Recommendation

City Manager  
Authorization

Shannon Marshall Special Projects Division Manager Kenneth Schwab

Charlie Bright, PE

Kenneth Schwab, PE, CFM

Michael Spurgeon  
Michael Spurgeon



**Public Contract  
Application for  
Contractual Changes**

**Engineering and Construction Department**  
485 N. Poplar, Broken Arrow, OK. 74012  
Fax: 918-259-8453 - Office: 918-259-7000

**Contract Change Order #**

Project Name:	Gardens At Central Park	Project Number:	2360450
Project Location:	Section 1, T/18/N, R-14-E Tulsa County	Date of Application:	Monday, May 12, 2025
Contractor:	Mowtown Outdoors	Submitted By:	Chad Walker

**Summary of Change in Scope of Work**

The following scope of work consisting of work location, work description, established quantities, and timeline for completion has been reviewed and agreed upon by the contractor, the origin funding department, and the Engineering and Construction Department.

Change of Work Items Included in this Change Order:

- 1) Water feature including electrical and auto fill
- 2)

Change in Contractual Project Time:

- 1) 10 days
- 2)

Plan Sheets or Additional Documents Attached: ☒ Yes ☐ No ☐ Other: \_\_\_\_\_

**Work Order Quantities**

Item#	(Spec)	Item Description	Units	Price	Quantity	Total Amount
		Water Feature			\$	9,981.33
		Electrical			\$	1,050.00
		Autofill & Irrigation			\$	1,358.67
Total Change Cost:						\$ 12,390.00

**Summary of Project Costs**

Total Previous Change Orders:	\$ 18,875.00	Original Contract Amount:	\$ 467,793.00
Current Change Order:	\$ 12,390.00	Amended Contract Amount:	\$ 499,058.00
Total Cost of Change Orders:	\$ 31,265.00	Percent Change in Contract:	6.68%
Total Cost Applicable to CBA:		Percent Change Applicable to CBA:	6.68%

**Change Order Authorization**

Change Order #	3	in the sum of:	\$ 12,390.00	has been reviewed by all parties and is recommended for approval by:
Contractor Submitting Change Order:	Mowtown Outdoors	Name	Signature	Date
Construction Division Manager:	Nathanael T. Kohl, PE	Name	Nathanael Kohl	5/12/2025
Director of Engineering & Construction:	Charlie Bright, PE	Name	Charlie Bright	5/16/2025
Assistant City Manager - Operations:	Kenneth D Schwab, PE	Name	Kenneth Schwab	5/16/2025
City Manager:	Michael Spurgeon	Name	Signature	Date

**This Change is Executed Through:**

- ☐ This change to the contract documents is authorized by the City Manager's authority in accordance with the applicable state statutes and COBA Code of Ordinances.  
or  
☐ This change to the contract documents was approved at the City Council/BAMA meeting held on : \_\_\_\_\_



**CITY OF BROKEN ARROW  
PROFESSIONAL SERVICES AGREEMENT  
2D HEC-RAS MODELING TRAINING  
PROJECT NUMBER: 2552190**

**1. PROFESSIONAL SERVICE PROVIDER:**

- a. Name: Freese and Nichols, Inc.
- b. Telephone No.: 539.444.8677
- c. Address: 5100 E. Skelly Dr., Suite 602 Tulsa, OK 74135

**2. PROJECT TITLE AND LOCATION: 2D RAIN ON MESH HEC-RAS TRAINING.**

**3. Contract for:** Providing professional survey services associated with public works projects for the City of Broken Arrow. Professional services to include providing 2D HEC-RAS modeling training. The Professional Service Provider shall perform all duties, responsibilities and requirements set out in Attachment A hereto. The Professional Service Provider agrees that this professional service shall be treated as an important service to the City and also agrees to commit the time necessary to perform the professional services in a professional manner.

**4. Compensation:** Professional Service Provider shall be compensated at the hourly rate in accordance with attached hourly rate schedule and the total compensation under this contract is Not to Exceed Seven Thousand Five Hundred and No/100 (\$7,500.00) for the entire Scope of the Professional Services rendered. The parties agree that the Professional Service Provider's position is not a traditional City employee position; therefore, the foregoing constitutes all the benefits and other forms of compensation due the Professional Service Provider, acting in the role of an independent contractor, and therefore ineligible for all other benefits paid to regular full-time City employees. The Professional Service Provider shall be responsible for his own vehicle expenses and any other indirect costs incurred in fulfilling the stated contract requirements. The Professional Service Provider agrees to abide by and comply with all of the City's Administrative Policies.

**5. Invoicing and Payment:** The Professional Service Provider shall submit invoices requesting payment for services rendered to the City monthly in accordance with actual progress of the work on each work item. The invoices shall be in a format satisfactory to the City. Payment will be made within 30 days following the first eligible City Council meeting occurring after the date on the invoice.

**6. Time for Performance:** These duties, responsibilities and requirements shall begin upon the execution of this Contract and training shall be conducted May 28-29, 2025 at the City's Operation Building located at 485 N. Poplar Ave.



**CITY OF BROKEN ARROW  
PROFESSIONAL SERVICES AGREEMENT  
2D HEC-RAS MODELING TRAINING  
PROJECT NUMBER: 2552190**

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**4. Compensation:** Professional Service Provider shall be compensated at the hourly rate in accordance with attached hourly rate schedule and the total compensation under this contract is Not to Exceed Seven Thousand Five Hundred and No/100 (\$7,500.00) for the entire Scope of the Professional Services rendered. The parties agree that the Professional Service Provider's position is not a traditional City employee position; therefore, the foregoing constitutes all the benefits and other forms of compensation due the Professional Service Provider, acting in the role of an independent contractor, and therefore ineligible for all other benefits paid to regular full-time City employees. The Professional Service Provider shall be responsible for his own vehicle expenses and any other indirect costs incurred in fulfilling the stated contract requirements. The Professional Service Provider agrees to abide by and comply with all of the City's Administrative Policies.

**5. Invoicing and Payment:** The Professional Service Provider shall submit invoices requesting payment for services rendered to the City monthly in accordance with actual progress of the work on each work item. The invoices shall be in a format satisfactory to the City. Payment will be made within 30 days following the first eligible City Council meeting occurring after the date on the invoice.

**6. Time for Performance:** These duties, responsibilities and requirements shall begin upon the execution of this Contract and training shall be conducted May 28-29, 2025 at the City's Operation Building located at 485 N. Poplar Ave.



**7. Insurance:** The Professional Service Provider shall acquire all insurance policies required for professional liability insurance, general liability, auto insurance, workers' compensation and/or health insurance. The Professional Service Provider shall provide proof of general liability and professional liability insurance coverage to the City on or before the effective date of this Agreement.

During the performance of the services under this Professional Services Contract, the Professional Service Provider shall maintain the insurance coverage required below and the City shall be named as an Additional Insured on each required policy:

- (1) General Liability Insurance, with a combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate;
- (2) Automobile Liability Insurance, with a combined single limit of not less than \$1,000,000 for each person, not less than \$1,000,000 for each accident and not less than \$1,000,000 for property damage; and
- (3) Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.

**8. Indemnification:** The Professional Services Provider agrees to defend, indemnify, and hold harmless the City, and its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by the negligent or intentional acts, errors, or omissions of The Professional Services Provider, its agents or employees.

**9. Immigration Compliance:** The Professional Service Provider shall comply in all respects with all immigration-related laws, statutes, ordinances and regulations including without limitation, the Immigration and Nationality Act, as amended, the Immigration Reform and Control Act of 1986, as amended, and the Oklahoma Taxpayer and Citizen Protection Act of 2007 (Oklahoma HB 1804) and any successor laws, ordinances or regulations (collectively, the Immigration Laws”).

**10. Governing Documents:** The parties agree to perform this contract in strict accordance with the clauses, provisions, and the documents identified as follows, all of which are made part of this contract. In the event of conflict, these documents shall be interpreted in the following order:

- a. This Contract
- b. Attachment A to this Contract
- c. Duly Authorized Amendments arising out of this Contract

**11. Electronic Signatures:**

The Parties agree this transaction may be completed by electronic means and an electronic signature on this Contract will be given the same legal effect as a handwritten signature and cannot be denied enforceability solely because is it in electronic form. If the Professional Services Provider signs this Contract electronically and/or submits documents electronically, the Professional Services Provider agrees to comply with the City's requirements for submission of



electronically signed and/or submitted documents.

**12. Governing Law:** This agreement shall be governed by the laws of the State of Oklahoma and venue for any action concerning this Agreement shall be in the District Court of Tulsa County, Oklahoma.

**13. Entirety of Agreement:** The foregoing Professional Services Contract supersedes all previous negotiations and may not be modified except by a written order executed by the parties hereto.

**14. Effective Date:** This Contract is effective shall be effective upon signature of both parties.

REMAINDER OF PAGE INTENTIONALLY BLANK



IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized officers or representatives on the dates set forth below.

City of Broken Arrow, a municipal corporation:

By: Michael Spurgeon  
Michael Spurgeon, City Manager

Date: 5/14/25

Attest: Curtis Green  
City Clerk [Seal]

Date: 5/20/2025



Professional Service Provider:  
Freese and Nichols, Inc.

By: Scott Hubley  
Scott Hubley, P.E.

Title: Principal & Vice President

Date: 5/13/25

Attest: Austin Dugger  
By: Austin Dugger, P.E.

Title: Project Manager

Date: 5/13/2025

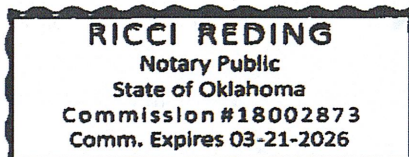
Approved as to form:

D. Graham Parker  
Assistant City Attorney

### VERIFICATIONS

State of Oklahoma )  
                                  ) §  
County of Tulsa     )

Before me, a Notary Public, on this 13 day of May 2025, personally appeared Scott Hubley, known to me to be the (President, Vice-President, Corporate Officer, Member, Partner or Other: \_\_\_\_\_ (Please circle or specify) of Freese and Nichols, Inc. to be the identical person who executed the within and foregoing instrument, and acknowledged to me that s/he executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.



Ricci Reding  
Notary Public



**CITY OF BROKEN ARROW  
PROFESSIONAL SERVICES AGREEMENT  
2D HEC-RAS MODELING TRAINING  
PROJECT NUMBER: 2552190**

**ATTACHMENT A**

**SP - 1.0 SCOPE OF THE PROJECT:**

1.1. Providing Professional Training Services associated with HEC-RAS Rain on Mesh 2D Modeling. Refer to Attachment B for entire scope of work. Work performed under the contract shall be performed on a not to exceed contract as requested by the City.

**SP- 2.0 SERVICES OF THE CITY: THE CITY WILL:**

2.1. Furnish to Professional Service Provider all data in its possession, and needed engineering guidance as necessary for the service provider to complete the contract requirements.

2.2. Designate in writing a person to act as its representative in respect to the work to be performed under this agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define the City's policies and decisions with respect to materials, equipment, elements and systems pertinent to the services covered by this agreement.

**SP - 3.0 SCOPE OF SERVICES: THE PROFESSIONAL SERVICE PROVIDER SHALL:**

3.1 The Professional Service Provider shall provide 2D HEC-RAS Rain on Mesh Modeling Training.

3.2 Work will be a not to exceed contract all costs associated with the performance of the work, including any support and supervision cost required from the Professional Service Provider

[END OF ATTACHMENT A]





5100 E. Skelly Drive, Suite 602 • Tulsa, Oklahoma 74135 • 539-444-8677

[www.freese.com](http://www.freese.com)

May 9, 2025

Sarah Walters and Kenneth Schwab  
City of Broken Arrow  
485 N. Poplar Avenue  
Broken Arrow, OK 74012

Re: HEC-RAS 2D Version 6.6 Training

Ms. Walters and Mr. Schwab,

Freese and Nichols, Inc. (FNI) is pleased to submit this training services proposal to the City of Broken Arrow (City) for Professional Services related to HEC-RAS 2D version 6.6 training two-day workshop costs.

### SCOPE OF SERVICES

FNI will provide professional services for the following scope of work:

- FNI will facilitate an in-person, project-based 2D Rain-on Mesh HEC-RAS modeling session using a detention pond near St. John Hospital as the case study. The purpose of this effort is to both build a pre-developed model (reflecting conditions prior to the development of St. John Hospital, using 2009 topographic data) and proposed conditions model to train City staff on the step-by-step process of model development and analysis. FNI staff will travel to the City and work on-site for up to two (2) days, collaboratively building the model with City staff and explaining each modeling step in detail. The case study will focus on Packages B and C of the provided plans and will include modeling updates based on the CAD grading plans and any additional data (e.g., 2009 topo) supplied by the City. This effort will include: (1) Reviewing and processing available site data (CAD grading, topography, design plans), (2) Constructing a pre-developed hydrologic and hydraulic model, (3) Identifying any additional modeling needs and outlining next steps, and (4) Live instruction on model setup, calibration, and review techniques.
- Learning Objectives: (1) Open, explore, and modify 2D HEC-RAS models, (2) Understand and use the new features of HEC-RAS, and (3) Build a 2D rain-on-grid HEC-RAS model from scratch. Topics Covered: (1) Overview of HEC-RAS 2D, (2) Importing Terrains and Land Cover with RASMapper, (3) Generating 2D Flow Areas and Running a 2D Model, (4) Reviewing and processing results with RASMapper, (5) Model Review and Troubleshooting, and (6) Discuss alternative modeling for detention facilities and other stormwater design.
- Workshop Outline: 20% Lecture, 70% Hands-On Modeling Exercises, 10% Q&A.
- Assumptions: One (1) instructors for in person only. The City will provide room accommodations. The City will provide all local area data to use as a project example.

### COMPENSATION

FNI proposes to furnish Professional Services for a Lump Sum fee of Seven Thousand Five Hundred Dollars (\$7,500) for the two-day workshop.

If additional information or clarification is desired, please do not hesitate to contact me at (405) 267-1281, [Austin.Dugger@freese.com](mailto:Austin.Dugger@freese.com).

Sincerely,

Austin Dugger, P.E.  
Freese and Nichols, Inc.



**EXHIBIT A TO USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW VETERANS CENTER, INC.**

This Agreement is entered, by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Veterans Center, Inc. (**Licensee**). The **Licensee** is currently comprised of five entities consisting of American Legion Post 110, Veterans of Foreign Wars Post 10887, Blue Star Mothers Chapter 5, Military Order of the Purple Heart Chapter 589 and Vietnam Veterans of America Post 216.

**I. RECITALS**

1. A Use Agreement was executed by and between the parties herein to take effect on the 30<sup>th</sup> day of June 2025.
2. That the Broken Arrow Veterans Center Inc. desires to sublease part the leased premises to the Oklahoma Department of Veterans Affairs beginning on the 30<sup>th</sup> day of June 2025.
3. That the sublease is hereby approved by the City of Broken Arrow and specifically incorporated into the original use agreement by reference herein. All other terms and conditions contained within the original use agreement remain the same.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by all parties.

City of Broken Arrow




By: Michael Spurgeon 5/13/2025  
Michael I. Spurgeon, City Manager

ATTEST:

Curtis Green 5/13/2025  
City Clerk / Seal



APPROVED AS TO FORM:

 5/13/2025  
Deputy City Attorney

Broken Arrow Veterans Center, Inc.

By: [Signature] 5/12/2025  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):

\_\_\_\_\_  
\_\_\_\_\_



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW VETERANS CENTER, INC.**

This Agreement is entered , by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Veterans Center, Inc. (**Licensee**). The **Licensee** is currently comprised of five entities consisting of American Legion Post 110, Veterans of Foreign Wars Post 10887, Blue Star Mothers Chapter 5, Military Order of the Purple Heart Chapter 589 and Vietnam Veterans of America Post 216.

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the **Broken Arrow Veteran's Center** located at 1117 South Main Street, Broken Arrow, OK. (**Premises**).

**City** agrees to pay for the electrical, natural gas, water and sewer costs on behalf of the **Premises** during the full term of this Agreement in an amount not to exceed \$10,000.00. Licensee shall be solely responsible for any amounts over the allotted amount above. All utility usage must be reasonable. Any unreasonable or illegal utility usage shall be the sole expense of the Licensee.

**Licensee** shall provide at least one individual belonging to the organization to monitor the **Premises** during operating hours and all **Licensee** activities.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances and Oklahoma State Law, the **Broken Arrow Veteran's Center** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The Broken Arrow Veteran's Center shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the City of Broken Arrow. The Broken Arrow Veteran's Center shall be responsible for obtaining all necessary permits from the City, County and State to serve/sell alcohol and/or beer.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.



The **City** retains the right to use any extra space, including the large meeting room, at no charge to the **City**.

The **Licensee** agrees to allow **City** personnel access to and use of all of its technological equipment.

Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## II. TERM



The term of this license shall commence beginning on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

### **III. IMPROVEMENTS**

The Premises shall remain the property of the City, and may not be modified, altered, or destroyed without the prior written permission of the City Manager. No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the City Manager. The City shall have the absolute right to both choose and approve any contractor selected to perform any construction or alterations of the premises.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**. The cost of all telephone, cable and internet charges shall be borne by the **Licensee**.

Any improvements, structures, or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Broken Arrow Veteran's Center. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks. The **Licensee** has been provided two keys. Any replacement or duplicate keys shall be the sole expense of the **Licensee**.

### **IV. MAINTENANCE AND USE**

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.



**Licensee** agrees to take all reasonable precautions to prevent waste, damage or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises** that the **Licensee** has allowed use of the **Premises**.

**Licensee** acknowledges that access to mechanical rooms and the equipment therein is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction.

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems and structural components of the **Premises**, and the parking areas and outdoor lighting fixtures. The **Licensee** shall maintain, replace or repair any minor maintenance item that is considered routine in nature of the **Premises**, which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs; operation of security system), and structural components (pest control) of the **Premises**. The **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artifacts in the exhibit gallery. All artifacts displayed shall be non-operable.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and is responsible for the payment of all trash service.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.

**Licensee** shall lock and secure the **Premises** after each use.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.

The **City** shall mow and fertilize the outdoor area surrounding the **Premises**.

The **City** shall maintain all fire suppression and extinguisher systems and conduct all required inspections and maintenance.

The **City** shall be responsible for all snow and ice removal of the parking lot and sidewalks.

The **City** shall be responsible for window washing.

The **City** retains the right to enter any portion of the **Premises** at any and all times, with reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or



for any other purpose incidental to the rights of the **City** under this Agreement. In the event of an emergency, no notice shall be required to enter or repair the premises.

In the event any landscaping is installed by the Licensee, the Licensee shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the City's responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the City and shall be maintained at the City's sole discretion.

All maintenance, repair, cleaning or services provided by the City herein shall be at its sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. MILITARY EQUIPMENT (NON-OPERATIONAL)**

**Licensee** may install and display non-operational military equipment and non-operational firearms at its own risk and expense, either inside or outside the building, as a means of increasing public awareness of the Broken Arrow Veteran's Center. Before any non-operational military equipment can be displayed outside of the building, the City Manager or his designee must approve of the proposed display. If installed outdoors, this non-operational equipment shall be secured with suitable anchors to the ground or concrete pad to discourage theft and protect against injury.

## **VI. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. This provision does not include Broken Arrow City Employees.



As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## **VII. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating, and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VIII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any



other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned, or encumbered by **Licensee**. The Licensee is permitted to sublease part of the leased premises to the Oklahoma Department of Veteran's Affairs as detailed in the sublease attached in "Exhibit A" hereto and specifically approved and incorporated herein.

This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

City of Broken Arrow

By: Michael Spurgeon 5/13/2025  
Michael L. Spurgeon, City Manager

ATTEST:

Curtis Green 5/13/2025

Clerk / Seal






APPROVED AS TO FORM:



5/13/2025

Deputy City Attorney

Broken Arrow Veterans Center, Inc.

By:  5/12/2025  
Director

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):  
\_\_\_\_\_  
\_\_\_\_\_



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW MVA D/B/A MILITARY HISTORY CENTER**

This Agreement is entered , by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow MVA dba “Military History Center” (**Licensee**).

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the Military History Center located at 112 N. Main St. (**Premises**).

**City** agrees to pay for the electrical and natural gas costs, water and sewer costs of the **Premises** during the full term of this Agreement not to exceed \$13,000.00 per fiscal year. Any usage over this amount shall be paid solely by the Licensee. All utility usage shall be reasonable. Any unreasonable or illegal utility usage shall be paid solely by the Licensee.

**Licensee** shall provide at least one individual to monitor the **Premises** during operating hours and all **Licensee** activities.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee’s Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City’s City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee’s Board of Directors and replace the individual with another sitting member of the City’s City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee’s bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee’s** status, the **City** reserves the right to examine **Licensee’s** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances, the **Military History Center** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The Military History Center shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the City. The Military History Center shall be responsible for obtaining all necessary permits from the City and County to serve/sell alcohol and or beer.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between the **City** and the **Licensee**.



Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## **II. TERM**

The term of this license shall commence on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

## **III. IMPROVEMENTS**

The Premises shall remain the property of the City, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (Liaison). No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the Liaison.



**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Military History Center. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

#### **IV. MAINTENANCE**

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises** that the **Licensee** has allowed use of the **Premises**.

**Licensee** acknowledges that access to mechanical rooms and the equipment therein is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction. **Licensee** may store, at **Licensee's** risk, non-perishable, non-artifact items in the basement of the **Premises**. The **City** will not be responsible for damages to items stored. **Said storage in the basement shall not block or otherwise impede access areas for maintenance personnel.**

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems and structural components of



the **Premises**, and the parking areas and outdoor lighting fixtures. The **Licensee** shall maintain, replace, or repair any minor maintenance item that is considered routine in nature of the **Premises**, which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs; operation of security system), and structural components (pest control) of the **Premises**. The **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artifacts in the exhibit gallery.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit in a commercial dumpster provided by the **Licensee**.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.

**Licensee** shall lock and secure the **Premises** after each use. The **Licensee** has been provided two keys. Any replacement or duplicate key costs shall be solely borne by the **Licensee**.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.

The **City** retains the right to enter any portion of the **Premises** at any and all times, with reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the **City** under this Agreement. That in the event of an emergency, no notice shall be required to enter or repair premises.

The **City** shall mow and fertilize the outdoor area surrounding the **Premises**.

The **City** shall perform all clearing of snow and ice from the parking lots and sidewalks of the premises.

The **City** shall be responsible for window washing.

The **City** shall be responsible for all fire suppression and extinguisher systems and shall conduct all inspections.

In the event any landscaping is installed by the **Licensee**, the **Licensee** shall be responsible for maintenance and upkeep. Any landscaping installed by the **City**, shall be the **City's** responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the **City** and shall be maintained at the **City's** sole discretion.

Any maintenance, repair, cleaning or service required of the **City** herein, shall be at the **City's**



sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. MILITARY EQUIPMENT (NON-OPERATIONAL)**

**Licensee** may install and display non-operational military equipment and non-operational firearms at its own risk and expense, either inside or outside the building, as a means of increasing public awareness of the Military History Center. Before any non-operational military equipment can be displayed outside of the building, the City Manager or his designee must approve of the proposed display. If installed outdoors, this non-operational equipment shall be secured with suitable anchors to the ground or concrete pad to discourage theft.

## **VI. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. Not including City employees.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.



**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## **VII. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VIII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager.

This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.



This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

City of Broken Arrow

By: Michael Spurgeon 5/14/2025  
Michael L. Spurgeon, City Manager

ATTEST:

Curtis Green

5/14/2025

City Clerk / Seal





APPROVED AS TO FORM:



5/14/2025

Deputy City Attorney

Date of Execution:

Broken Arrow Military History Center

By: Tom Mancino 5/14/2025  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):  
\_\_\_\_\_  
\_\_\_\_\_



## **USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW AND THE BROKEN ARROW HISTORICAL SOCIETY**

This Agreement is entered by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Historical Society (**Licensee**).

### **I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the Historical Museum located at 400 S. Main St. (**Premises**).

**City** agrees to pay for the electrical, natural gas costs, water and sewer costs of the **Premises** during the full term of this Agreement in an amount not to exceed \$26,000.00. Any cost over this amount shall be solely paid by the Licensee. All utility usage must be reasonable. Any utility usage that is unreasonable or is illegal shall be paid solely by the **Licensee**.

**Licensee** shall provide at least one individual to monitor the **Premises** during all **Licensee** activities.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

**Licensee** shall perform all scheduling and reservations of the **Premises**. Licensee shall allow the City to use, at no charge, the 3<sup>rd</sup> floor meeting space when schedule permits. City will pay Licensee for any museum staff's overtime expense.

In accordance with City of Broken Arrow Ordinance No. 2821, the **Historical Society** is permitted to serve alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The **Historical Society** shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the **City**. The City then issues its own permit to the Historical Society. In the event that only low-point beer will be served, only the City's permit must be obtained.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between the **City** and the **Licensee**.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.



Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

Any and all requests for assistance by the Licensee or its personnel shall be coordinated through the City Manager's Office or the City Manager's designee.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## **II. TERM**

The term of this license shall commence June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically. The Agreement does not renew automatically.



### III. IMPROVEMENTS

The **Premises** shall remain the property of the **City**, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (**Liaison**). No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the **Liaison**.

**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Historical Society. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks. **Licensee** shall be provided two keys. Any replacement or duplication of keys shall be paid by the **Licensee**.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

### IV. MAINTENANCE

**Licensee** acknowledges that it has inspected the **Premises** thoroughly, and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use, and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises**.



The **City** shall replace or repair any major maintenance item that is not routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems, and structural components of the **Premises**, the parking areas and outdoor lighting fixtures. The **Licensee** shall replace or repair any minor maintenance item that is routine in nature of the **Premises**, which may include the plumbing, electrical, HVAC systems, indoor lightbulb replacement and structural components of the **Premises**. The **Licensee** will be responsible for the replacement or repair any portion of the actual structures involved in displaying artifacts in the exhibit gallery.

The **City** shall schedule and pay for all maintenance and annual inspections required on the elevator contained within the structure.

The **City** shall mow and fertilize the outdoor area surrounding the **Premises**.

The **City** shall perform all clearing of snow and ice from the parking lots and sidewalks of the premises.

The **City** shall conduct annual cleaning and any needed repairs of humidifier.

The **City** shall manage and/or conduct fire extinguisher and fire suppression inspections.

The **Licensee** shall be responsible for keeping the mural in good condition and shall be responsible to repair any vandalism, damage or major wear and tear to the mural. The **Licensee** has purchased insurance to address any issues related to damage or vandalism to the mural and shall utilize the insurance coverage to repair any damage or vandalism to the mural.

**Licensee** is responsible for routine carpet and other flooring cleaning and upkeep, including any stain removal. Professional carpet cleaning services may be hired at the expense of **Licensee** with prior approval from the **City**. Carpet and flooring will be inspected regularly by **City**. Any carpet replacement due to normal wear and tear is the responsibility of and at the discretion of the **City** (typically every 10-20 years depending on use).

In the event that the indoor paint needs to be refreshed or repaired, **Licensee** shall be responsible for the cost and repair. All work must be done with express written permission of the **City Manager** prior to the work being performed. The **City** reserves the right to approve the painter(s) for the project. Outside painting shall be performed by the **City** and shall be at the **City's** sole discretion.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit the same in a commercial dumpster provided by the **City**.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.



**Licensee** shall lock and secure the **Premises** after each use. All electrical, mechanical and technology rooms shall be kept clear of debris by the **Licensee** at all times and shall be accessible only to City personnel. Additionally, areas around electrical panels, HVAC equipment and fire suppression equipment must be kept clear and accessible at all times.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair or routine maintenance on the **Premises** as a result of the acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties. Any damage to personal property caused by the failure of the City to maintain an item shall be repaired or replaced by the City at its discretion.

The **City** retains the right to enter any portion of the **Premises** at any and all times, reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the **City** under this Agreement. In the event of an emergency, no notice shall be required to enter or repair the premises.

In the event any landscaping is installed by the Licensee, the Licensee shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the City's responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the City and shall be maintained at the City's sole discretion.

Any maintenance, repair, cleaning, or service required from the **City** hereunder shall be performed at the **City's** sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for



furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## **VI. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right



to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or estopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager or his designee.

This Agreement is not a waiver of any permit or other legal requirements, and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

City of Broken Arrow

By: Michael Spurgeon 5/13/2025  
Michael L. Spurgeon, City Manager

Attested:

Curtis Green 5/13/2025  
City Clerk /Seal





AS APPROVED TO FORM:



5/13/2025

Deputy City Attorney

Broken Arrow Historical Society

By: GARY GERBER 5/12/2025  
Historical Society President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises  
address):

\_\_\_\_\_  
\_\_\_\_\_



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND THE BROKEN ARROW GENEALOGICAL SOCIETY**

This Agreement is entered by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and the Broken Arrow Genealogical Society (**Licensee**).

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities in the City of Broken Arrow popularly known as the Genealogical Library located in the Museum Broken Arrow located at 400 S. Main St. (**Premises**).

**City** agrees to pay for the electrical and natural gas costs of the **Premises** during the full term of this Agreement not to exceed \$3,800.00. All utility usage must be reasonable. In the event of an unreasonable or illegal usage of utilities, or usage that exceeds the allotted \$3,800.00, the **Licensee** shall be responsible.

**Licensee** shall provide at least one individual to monitor the **Premises** during all operating hours and all **Licensee** activities.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances, the **Licensee** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). The Licensee shall gain appropriate Special Event licensing from the ABLE Commission for such permission. A copy of such license shall be provided to the City. The Licensee shall be responsible for obtaining all necessary permits from the City and County to serve/sell alcohol and or beer.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between **the City** and the **Licensee**.

Licensee shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.



Licensee shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

Licensee shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## II. TERM

The term of this license shall commence on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

## III. IMPROVEMENTS

The **Premises** shall remain the property of the **City**, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (**Liaison**). Further, no improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the **Liaison**.



**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures, or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artifacts in the exhibit gallery shall remain the property of the Genealogical Society. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks. The **Licensee** shall be provided with two keys. Any replacement or duplication of keys shall be at the sole cost of the **Licensee**.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

#### IV. MAINTENANCE

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage, or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees, or others who may be on the **Premises** that the **Licensee** has allowed use of the **Premises**.

**Licensee** acknowledges that access to mechanical rooms and the equipment therein is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction.

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems, elevator and structural components of the **Premises**, and the parking areas and outdoor lighting fixtures. The **Licensee** shall maintain, replace, or repair any minor maintenance item that is considered routine in nature of the **Premises**,



which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs; operation of security system), HVAC systems (setting thermostats, changing batteries in thermostats), and structural components (pest control) of the **Premises**. The **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artifacts.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit the same in a commercial dumpster provided by the **City**.

The **City** shall mow and fertilize the outdoor area surrounding the Premises.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**.

**Licensee** shall lock and secure the **Premises** after each use.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.

The **City** retains the right to enter any portion of the **Premises** at any and all times, with reasonable notice, to inspect the **Premises** or to conduct maintenance or repairs, or for the purpose of determining whether **Licensee** is complying with the terms and conditions hereof, or for any other purpose incidental to the rights of the **City** under this Agreement. No notice shall be required in an emergency situation to enter the premises or repair the same.

**City** shall be responsible for clearing of all snow and ice from the parking lot and sidewalk areas.

In the event any landscaping is installed by the Licensee, the **Licensee** shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the **City's** responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the City and shall be maintained at the City's sole discretion.

All services, maintenance, repairs or other work required to be done by the City herein, shall be done at the City's sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall



be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## V. INDEMNIFICATION

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. Not including City employees.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions, and exceptions in the Governmental Tort Claims Act. The indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

## VI. INSURANCE AND WAIVER OF SUBROGATION

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk



Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating, and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions, and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or estopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager.

This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State, and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

The parties have caused this Agreement to be executed on the dates hereinafter set forth.

City of Broken Arrow




By: Michael Spurgeon 5/14/2025  
Michael Spurgeon, City Manager

ATTEST:

Curtis Green 5/14/2025  
City Clerk / Seal



APPROVED AS TO FORM:

 5/14/2025  
Deputy City Attorney

Date of Execution:

Broken Arrow Genealogical Society

\_\_\_\_\_  
By: Jae Jaeger 5/14/2025  
President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):  
\_\_\_\_\_  
\_\_\_\_\_



**USE AGREEMENT BETWEEN THE CITY OF BROKEN ARROW  
AND ARTSOK, INC.**

This Agreement is entered, by and between the City of Broken Arrow, Oklahoma, a municipal corporation (**City**) and ArtsOK, Inc. (**Licensee**).

**I. LICENSE**

City grants a non-exclusive license and agrees to allow **Licensee** to use facilities popularly known as the Brown-Kimbrough Center for Arts, Innovation & Creativity located at 302 South Main Street in Broken Arrow (**Premises**). **Licensee** shall refrain from interfering or otherwise changing the name to the building or the signage to the building.

**City** agrees to pay for the electrical and natural gas costs of the **Premises** during the full term of this Agreement. Water and sewer service shall be provided by the **City**. The amounts provided for herein shall not exceed \$26,000.00. Any cost for utilities (electric, natural gas, water and sewer) over \$26,000.00 shall be the responsibility of the Licensee. All utility usage shall be reasonable in its use. In the event that utilities are utilized in an unreasonable or illegal manner, the user group shall be solely responsible for that use.

**Licensee** shall pay for cable, internet, telephone, and trash service.

**Licensee** shall provide at least one individual to monitor the **Premises** during operating hours and all **Licensee** activities.

**Licensee** shall appoint a sitting member of the Broken Arrow City Council to Licensee's Board of Directors (or Licensees equivalent Board), to serve terms concurrent with the term of this agreement. The member of the City's City Council shall be determined by the City. In the event that an appointed City Council member is removed or vacates office during the term of this agreement, Licensee shall remove such individual from the Licensee's Board of Directors and replace the individual with another sitting member of the City's City Council chosen by the City, to serve the remainder of the Board term. Licensee has the sole obligation to ensure Licensee's bylaws and other governing documents are amended to comply with all governing law to accommodate and enforce this provision.

Within its limitations as a non-profit 501C3 organization, **Licensee** may charge an annual membership fee, activities/user fees, and hold periodic fundraiser events in order to cover its operating expenses. In order to assure compliance with **Licensee's** status, the **City** reserves the right to examine **Licensee's** financial statements upon request.

In accordance with City of Broken Arrow Code of Ordinances and the State of Oklahoma alcohol laws, **Licensee** is permitted to serve/sell alcohol, subject to licensing by the Alcoholic Beverage Laws Enforcement Commission (ABLE). **Licensee** shall gain appropriate licensing from the ABLE Commission for such permission. A copy of such license shall be provided to



the City. **Licensee** shall be responsible for obtaining all necessary permits from the City and County to serve/sell alcohol and or beer.

The **City** shall appoint one person who may attend meetings as needed of the **Licensee** Board of Directors. **Licensee** shall send said appointee timely notice of all meetings. Said appointee shall serve as liaison between the **City** and the **Licensee**.

The **City** shall be authorized to utilize the facility with reasonable notice and as **Licensee's** schedule permits for City events. **Licensee** shall not unreasonably withhold authorization for the City event.

**Licensee** shall comply with all laws governing the possession and/or use of firearms applicable to the Premises and shall require compliance of same from Licensee's invitees, guests, membership, and users. This includes 21 § 1277 (A)(1) that makes it unlawful for any person, including a person in possession of a valid handgun license issued pursuant to the provisions of the Oklahoma Self-Defense Act, to carry any concealed or unconcealed firearm into any structure, building, or office space which is owned or leased by a city, town, county, state or federal governmental authority for the purpose of conducting business with the public. Pursuant to Title 21 O.S. § 1277, no person shall carry a firearm either concealed or unconcealed whether loaded or unloaded into the Premises. Nothing contained herein shall prevent an individual from transporting or storing a firearm in a locked motor vehicle while parked in the user group's parking lot or on any property set aside for any motor vehicle.

**Licensee** shall present an organizational update at least one time per year at a regularly scheduled City Council meeting. The schedule of appearance shall be coordinated by the Community Relations Liaison of the City of Broken Arrow, or its representative. Licensee shall send a representative of the organization having knowledge of operations (for example board president, board member, or executive director of the organization) to speak on behalf of the organization and update the City Council.

As consideration herein, any fee or cost regarding any extracurricular event put on by the **Licensee** shall be waived by the **Licensee** with respect to all city council and personnel either sitting on the Board or acting as a liaison to the **Licensee**.

All City employees interacting with the non-profit shall be subject to the City of Broken Arrow's policies on Sexual Harassment, Conflict of Interest and the Loyalty Oath. Any violation of said policies and related discipline shall be solely determined by the City Manager of the City of Broken Arrow. All employees shall make any and all reasonable efforts to abide by the policies and rules of the non-profit board to which they are involved. As for Officers, City Council members shall be subject to any and all organizational policies and Oklahoma State law.

## **II. TERM**



The term of this license shall commence on June 30, 2025, and shall expire on June 30, 2026, unless sooner terminated in accordance with the terms and conditions of the Agreement. This agreement does not renew automatically.

### III. IMPROVEMENTS

The Premises shall remain the property of the City, and may not be modified, altered, or destroyed without the prior written permission of the Community Relations Liaison or designee (**Liaison**). No other improvements, structures or fixtures of any kind may be built or brought upon said property without the prior written permission of the **Liaison**.

**Licensee** shall contract directly with the telephone company for monthly service and telephone installation on the **Premises**.

Any improvements, structures, or fixtures of any kind, which are built or brought upon said property, shall become the property of the **City** upon the termination of this Agreement unless the **City** gives prior written permission for their removal. The structures involved in displaying artwork in the exhibit gallery shall remain the property of Licensee. Any additions or modifications authorized to be removed shall be removed in a manner approved by the **Liaison** immediately upon termination of the Agreement and **Licensee** shall restore the **Premises** to the condition that existed prior to the additions or modifications.

**Licensee** may not have, remove, or change any locks on the **Premises** without the prior approval of the **Liaison** and without first supplying the **Liaison** with combination or key to all locks.

**Licensee** shall follow all Oklahoma State laws and City of Broken Arrow ordinances regarding improvements made to the premises. **Licensee** agrees to comply with the City of Broken Arrow's purchasing manual and all Oklahoma State and City of Broken Arrow competitive bidding and construction laws.

### IV. MAINTENANCE

**Licensee** acknowledges that it has inspected the **Premises** thoroughly and has full knowledge of the conditions of the **Premises**. The **City** makes no representations or warranties, express or implied, as to the condition of the **Premises**.

**Licensee** shall inspect the **Premises** immediately before and immediately after each use and shall immediately notify the **Liaison** of any damages or of any repairs, which may be required. In the event that any defect may threaten the safety and welfare of participants or the general public, **Licensee** shall not allow individuals to utilize the **Premises** until the defective portion of the **Premises** has been repaired or replaced.

**Licensee** agrees to take all reasonable precautions to prevent waste, damage, or injury to the **Premises** by **Licensee** or by any competitors, volunteers, guests, invitees or others who may be on the **Premises** that **Licensee** has allowed use of the **Premises**. Any and all use of natural resources (electric, water, etc.) shall be reasonable in its use.



**Licensee** acknowledges that access to mechanical rooms, Information Technology rooms and the equipment therein, along with roof access is restricted to qualified **City** personnel and approved contractors. These areas are to remain locked and free from obstruction.

The **City** shall mow and fertilize the outdoor area surrounding the Premises.

The **City** shall maintain, replace, or repair any major maintenance item that is not considered routine in nature of the **Premises** in need of such service due to normal and routine wear and tear, which may include the plumbing, electrical, HVAC systems and structural components of the **Premises**, and the parking areas and outdoor lighting fixtures. **City** shall also maintain a security server, cameras, and door access equipment. **Licensee** shall maintain, replace or repair any minor maintenance item that is considered routine in nature of the **Premises**, which may include the plumbing (unstopping sinks and lavatories), electrical (replacing light bulbs), and structural components (pest control) of the **Premises**. **Licensee** will be responsible for the replacement or repair of any portion of the actual structures involved in displaying artwork in the exhibit gallery. **City** shall give reasonable notice prior to entering the building for maintenance. That in the event of an emergency, no notice shall be required prior to entering or repairing the premises.

The **City** shall perform all clearing of snow and ice from the parking lots and sidewalks of the premises.

**Licensee** shall perform all custodial duties of the **Premises** as needed, and on a regular basis to ensure cleanliness of facility. **Licensee** shall pick up all trash and deposit in a commercial dumpster provided by **Licensee**.

In the event any landscaping is installed by the Licensee, the Licensee shall be responsible for maintenance and upkeep. Any landscaping installed by the City, shall be the City's responsibility for maintenance and upkeep.

All outside maintenance including painting, cleaning of windows, flashing and façade shall be the responsibility of the **City** and shall be maintained at the **City's** sole discretion.

**Licensee** shall maintain climate control devices at reasonable levels. **Licensee** shall keep the lights turned off in areas not being used and turn off all lights when leaving the **Premises**. **Licensee** shall ensure that all exhibits are appropriately lit, if applicable.

**Licensee** shall lock and secure the **Premises** after each use. That the **Licensee** is allowed two keys to the property. Any required duplication of any key, for any reason, over the two allotted, shall be at the sole cost of the **Licensee**.

**Licensee** shall promptly reimburse the **City** for the cost of parts and labor for any replacement or repair on the **Premises** as a result of the negligent acts of **Licensee** or by its competitors, volunteers, guests, or invitees, and for the **City's** cost in performing any of **Licensee's** contractual duties.



**City** shall pay for all maintenance and annual inspections required on the elevator contained within the structure.

**City** shall manage and conduct all fire extinguisher and fire suppression inspections.

**City** shall initially furnish the furniture, fixtures, equipment, and technology (FFE) for the building. **Licensee** shall be responsible to maintain the items provided. Should **Licensee** desire to replace the items provided by the **City**, **Licensee** shall give **City** reasonable notice thereof and shall return the items to the **City**. If **Licensee** chooses to replace any items above, said replacement cost shall be solely borne by **Licensee**.

All required maintenance, repair, washing, maintenance, removals or any other service provided by the **City** herein shall be at the **city's** sole discretion and timing.

**Licensee** shall be responsible for ensuring adherence to all Fire Life Safety codes and ensuring a safe environment. Licensee agrees to allow the Broken Arrow Fire Department access to the building for the purposes of inspection and/or safety review and Licensee agrees to be solely responsible for any remediation required. The opinion of the Fire Chief or his or her designee shall be conclusive evidence of the need for remediation and all remediation shall be considered a condition for the continued use of the premises.

## **V. INDEMNIFICATION**

**Licensee** is an independent contractor under this Agreement. This Agreement shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture, or association as between the **City** and **Licensee** or its officers, employees, contractors or representatives for any purpose. **Licensee** understands that all persons furnishing services in implementing this Agreement are employees, independent contractors and volunteers, solely of **Licensee**, and **Licensee** shall bear the sole responsibility and liability for furnishing and shall furnish Workers' Compensation benefits for injuries from or connected with services performed pursuant to this Agreement. Not including City employees.

As partial consideration for this Agreement, **Licensee** agrees to indemnify, defend (at the **City's** option), and hold harmless the **City**, its employees, officials, agents, representatives and volunteers from and against any and all liabilities, damages, injuries (including death), property damage (including loss of use), claims, liens, judgments, costs, expenses, suits, actions, or proceedings, reasonable attorney's fees, and actual damages of any kind or nature, arising out of or in connection with any aspect of the acts, omissions, negligence or misconduct of **Licensee**, its competitors, guests, invitees, licensees, members, volunteers, representatives, employees, agents, officers, contractors or subcontractors, including but not limited to any injury or damage that occurs relating to **Licensee** activities, or **Licensee's** performance or failure to perform the terms and conditions of this Agreement. Such obligation shall exclude only such liability actions as arise directly out of the sole negligence or willful misconduct of the **City** and in accordance with the terms, conditions and exceptions in the Governmental Tort Claims Act. The



indemnification and defense obligations set forth herein shall survive the termination of this Agreement.

**Licensee** shall provide the **City** with prompt written notice of any serious injuries (serious injuries include all injuries which require medical treatment), written or oral complaints received, and actual or anticipated disputes with or claims by any individual.

**Licensee** agrees to complete all required background checks for all its employees, officers and volunteers.

## **VI. INSURANCE AND WAIVER OF SUBROGATION**

Without limiting the **City's** right to indemnification, **Licensee** and each of its contractors, shall obtain insurance in no less than or in terms more restrictive than the following: General Liability Insurance covering all premises and activities, with an applicable limit of liability not less than One Million Dollars (\$1,000,000.00) per claimant, One Million Dollars (\$1,000,000.00) annual aggregate; and Comprehensive Automobile Liability Insurance applicable to all owned, hired and non-owned vehicles in an amount not less than One Million Dollars (\$1,000,000.00) per occurrence; and Worker's Compensation Insurance Coverage in compliance with the Worker's Compensation Laws of the State of Oklahoma. **Licensee** shall include the **City** as an Additional Insured on all required insurance policies. **Licensee** shall also require its contractors to list the **City** as an Additional Insured. **Licensee** shall submit certificates of insurance to the **City's** Risk Manager for approval before allowing any individuals, including but not limited to any contractors, to commence work or engage in any activities under this Agreement. **Licensee** and its contractors shall maintain the required insurance with insurers that carry a Best's "A" rating, and which are licensed and admitted to write insurance business in Oklahoma. Failure of **Licensee** or its contractors to obtain and maintain any required insurance does not relieve **Licensee** from any liability hereunder.

## **VII. DEFAULT/TERMINATION**

This Agreement shall be subject to termination upon the failure of **Licensee** to keep, perform and observe all promises, covenants, conditions and agreements set forth in this Agreement. The right to terminate this Agreement upon default of **Licensee** is not exclusive and is in addition to any other rights and remedies provided by law or under this Agreement. Any waiver of any breach of any one or more of the covenants, conditions, terms and agreements herein contained shall not be construed to be a waiver of any subsequent or other breach of the same or of any other covenant, condition, term or agreement herein contained, nor shall failure to require exact, full, and complete compliance with any of the covenants, conditions, terms or agreements herein contained be construed as in any manner changing the terms of this Agreement or stopping the **City** from enforcing the full provisions thereof.

Neither this Agreement, nor any of the rights hereunder, shall be sold, assigned, or encumbered by **Licensee**. That the Licensee shall be allowed to temporarily rent the premises or allow meetings at the premises with other groups with the agreement of the Broken Arrow City Manager.



This Agreement is not a waiver of any permit or other legal requirements and does not assure approval based upon any circumstances other than compliance with the law.

This Agreement shall be construed under the laws of the State of Oklahoma. Exclusive Original Jurisdiction and venue for any action relating to this Agreement shall be solely in the Tulsa County District Courts of Oklahoma. **Licensee** shall conform to and abide by all Federal, State and local laws and regulations, including, but not limited to all laws regarding employment of aliens, and that no person shall be subjected to discrimination under a project, program or activity supported by this Agreement.

This Agreement constitutes the entire agreement and understanding between the parties, and supersedes all proposals, oral or written, and all other communications between the parties with respect to the subject matter of this Agreement.

This document may be modified only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the parties.

The parties have caused this Agreement to be executed on the dates hereinafter set forth.

City of Broken Arrow


By: Michael Spurgeon 5/13/2025  
Michael L. Spurgeon, City Manager

ATTEST:

Curtis Green 5/13/2025  
City Clerk / Seal



APPROVED AS TO FORM:

 5/13/2025  
Deputy City Attorney

Date of Execution:

ArtsOK, Inc.



By: Melinda Clonts 5/13/2025

President

Printed Name: \_\_\_\_\_

Mailing Address (other than the premises address):

\_\_\_\_\_



**AMENDMENT NO. 1  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES  
BETWEEN  
CITY OF BROKEN ARROW  
AND  
SELSER SCHAEFER ARCHITECTS (NARRATE)  
PROJECT NAME: Operations Center Administration Building  
PROJECT NO. 2317210**

THIS **AMENDMENT NO. 1**, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2025, by and between the CITY OF BROKEN ARROW, OKLAHOMA, a municipal corporation of the State of Oklahoma, hereinafter referred to as "CITY", and SELSER SCHAEFER ARCHITECTS (NARRATE), hereinafter referred to as "ENGINEER";

**WITNESSETH:**

**WHEREAS**, CITY and ENGINEER entered into an Agreement dated December 18, 2024 "ORIGINAL AGREEMENT" for services as set forth in said Agreement; and

**WHEREAS**, said ORIGINAL AGREEMENT requires ENGINEER to prepare full architectural, interior design, structural, mechanical, and electrical and plumbing construction documents for bidding purposes for the Operations Facility Renovations to renovate the 14,000 SF office portion of the building.

**WHEREAS**, CITY and ENGINEER propose to amend said ORIGINAL AGREEMENT to expand the project scope and compensation to include the exterior entry canopy design and documentation.

**WHEREAS**, the ORIGINAL AGREEMENT and Amendments No. 1 through No. 1 shall hereinafter collectively be referred to as the "Agreement"; and

**WHEREAS**, funding is now available for said additional services; and

**WHEREAS**, ENGINEER is prepared to provide said additional services identified in this Amendment.

**NOW THEREFORE**, in consideration of the promises contained herein, the parties hereto agree to amend the Agreement as follows:

**1. PROJECT SCOPE.**

This Amendment requires CONSULTANT to provide design and documentation for exterior improvements from Option 1 at the conclusion of the Design Development Phase. Including the following:

- a. Design and documentation of the structural reinforcing and additional steel to support the existing wall where the new windows will be installed. The



existing brick is to be removed from grade to top of parapet at three (3) paired window locations.

- b. Design and documentation of the new structural elements to create a free-standing steel canopy over the main entrance along 1st street. New columns and foundations to be placed along the existing wall and footings. Design and documentation of the new shade and rain structure for canopy soffit.
- c. Design and documentation of new entry canopy lighting.
- d. Design and documentation of the new structural reinforcing and additional steel to support the exterior wall at the new building entrance along 1st Street. The existing wall is to be removed from grade to top of parapet. Design and documentation of the new smaller steel eyebrow canopy at entrance doors.
- e. Design and documentation of the new structural reinforcing and any additional steel to support new roof top screen being tied into existing structure.

**2. CHANGE IN CONTRACT AMOUNT.**

As compensation for the additional work, CITY shall pay ENGINEER in accordance with the terms as a change in the contract amount;

Original Contract Amount executed December 18, 2024	\$ 243,100.00
<u>Amendment No. 1</u>	<u>\$ 27,350.00</u>

Revised Total Contract Amount	\$ 270,450.00
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**3. AMENDED PROJECT SCHEDULE**

The schedule for Amendment No. 1 is to extend the original contract schedule by 0 days from Notice to Proceed.

**4. EFFECTIVE DATE AND AUTHORIZATION TO PROCEED.**

This Amendment No. 1 is effective upon signature of both parties.

Except as amended hereby, all terms of the Agreement shall remain in full force and effect without modification or change.



**IN WITNESS WHEREOF**, the parties have executed this AMENDMENT, in multiple copies on the respective dates herein below reflected.

**OWNER:**

City of Broken Arrow, a Municipal Corporation

By: \_\_\_\_\_  
Michael L. Spurgeon, City Manager

Date: \_\_\_\_\_

**CONSULTANT:**

SELSER SCHAEFER ARCHITECTS  
(NARRATE)

By: H. Spicker  
Hank Spicker, Partner

Date: 28 MAY 2025

(CORPORATE SEAL, IF APPLICABLE)

Attest: \_\_\_\_\_  
City Clerk [Seal]

Date: \_\_\_\_\_

Attest: Britton Howerton  
Britton Howerton, Associate Principal

Date: 28 MAY 2025

Approved as to form:

D. Graham Parker  
Assistant City Attorney

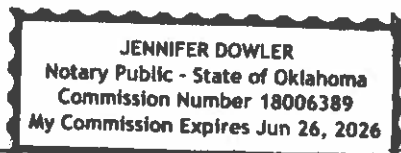
**VERIFICATION**

State of OKlahoma )  
 ) §  
County of Tulsa )

Before me, a Notary Public, on this 28 day of May, 2025, personally appeared Henry Spicker, known to be to be the (President, Vice-President, Corporate Officer, Member, or Other: \_\_\_\_\_) of SELSER SCHAEFER ARCHITECTS (NARRATE), and to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:

June 26, 2026



Notary Public:

J. Dowler



**AGREEMENT SUMMARY  
CITY OF BROKEN ARROW  
PROFESSIONAL CONSULTANT AGREEMENT  
S. 245TH E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT 2552200**

**1.0 Professional Consulting Firm:**

1.1 Name: Walter P Moore  
1.2 Telephone No.: 918-806-7200  
1.3 Address: 7666 East 61st Street, Suite #251  
Tulsa, OK 74133

**2.0 Project Name/Location:** S. 245th E. Ave Improvements From E. Kenosha St.  
To E. Oakland St., Broken Arrow, OK

**3.0 Statement of Purpose:** CONSULTANT understands that the OWNER has retained their professional services to prepare Plans and Construction Documents for construction of street and waterline improvements in Broken Arrow, OK, at the specified location within this agreement. These documents shall include, but not be limited to, the following: provide the bid document quantities; construction plans detailing the intent of the project; standard details and standard drawings associated with the project specifics; construction specifications; general conditions, and special conditions.

**4.0 Agreement Summary:**

4.1 Agreement Amount:  
Construction Document Phase (w/  
assistance during bidding) \$ 119,000.00  
**TOTAL AGREEMENT AMOUNT** \$ 119,000.00  
4.2 Agreement Time: 119 calendar days  
4.3 Estimated Construction Cost: \$ 930,000.00

**5.0 Agreement Approved by the Owner on:** \_\_\_\_\_ 2025

[The remainder of this page intentionally left blank]



**AGREEMENT  
FOR  
PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW  
AND  
WALTER P MOORE  
FOR  
S. 245TH E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT 2552200**

This AGREEMENT, including Attachment A through Attachment E, between the City of Broken Arrow (OWNER) and Walter P. Moore and Associates, Inc., (CONSULTANT);

**W I T N E S S E T H:**

WHEREAS, OWNER intends to design improvements to S. 245<sup>th</sup> E. Avenue from E. Kenosha Street to E. Oakland Street within the City of Broken Arrow (PROJECT) for which, OWNER has requested that CONSULTANT provide certain professional services as required and,

WHEREAS, CONSULTANT is qualified and capable to provide the professional services required;

NOW, therefore, in consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree as follows:

**ARTICLE 1 - EFFECTIVE DATE**

This AGREEMENT shall be effective upon signature of both parties.

**ARTICLE 2 - GOVERNING LAW**

This AGREEMENT shall be governed by the laws of the State of Oklahoma and venue for any action concerning this Agreement shall be in the District Court of Tulsa County, Oklahoma.

**ARTICLE 3 - SERVICES TO BE PERFORMED BY CONSULTANT**

CONSULTANT shall perform the SERVICES described in Attachment A, Scope of Services. If construction phase services are included, the CONSULTANT shall be the OWNER'S agent and representative to observe, record and report with respect to all services that are required or authorized by the construction documents. OWNER and CONSULTANT agree that the services to be performed under this AGREEMENT by the CONSULTANT shall be as an independent contractor.

**ARTICLE 4 – ORGANIZATION OF SUBMITTAL DOCUMENTS**

CONSULTANT shall prepare the documents as described in Attachment B as part of this Agreement.

**ARTICLE 5 - COMPENSATION**

OWNER shall pay CONSULTANT in accordance with Attachment C, Compensation and Additional Services.

**ARTICLE 6 - OWNER'S RESPONSIBILITIES**

OWNER shall be responsible for all matters described in Attachment D, OWNER'S Responsibilities and Special Conditions.



## **ARTICLE 7 - STANDARD OF CARE**

CONSULTANT shall perform the SERVICES undertaken in a manner consistent with the prevailing accepted standard for similar services with respect to projects of comparable function and complexity, and with the applicable state laws, as well as the specific codes, regulations, design criteria and construction specifications adopted by the OWNER and other governing policies published and generally considered authoritative by CONSULTANT'S profession that are in effect at the time of performance of these SERVICES. CONSULTANT is obligated to perform professional services in accordance with the foregoing standard with respect to the laws, codes, regulations, design criteria and construction specifications that are applicable pursuant to this AGREEMENT.

## **ARTICLE 8 - LIABILITY**

8.1 General. Having considered the potential liabilities that may exist during the performance of these SERVICES, the benefits of the PROJECT, and CONSULTANT'S fee for the SERVICES; and in consideration of the promises contained in this AGREEMENT, OWNER and CONSULTANT agree to allocate and limit such liabilities in accordance with Article 10.

8.2 Indemnification: CONSULTANT hereby agrees as follows:

1. With regard to the professional services performed and to be performed hereunder by or through the CONSULTANT, CONSULTANT agrees to indemnify, and hold harmless OWNER, and its agents and employees, from and against legal liability for all third-party claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by the negligent or intentional wrongful acts, errors, or omissions of CONSULTANT, its agents or employees. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of OWNER and CONSULTANT, or their agents or employees, then they, shall be borne by each party in proportion to each entity's own negligence. The CONSULTANT shall not have an upfront duty to defend the OWNER but shall reimburse reasonable defense fees and costs to the extent a claim is determined to have been caused by the negligence or willful misconduct of CONSULTANT, or as the parties otherwise agree in settlement.

2. With regard to acts or omissions of the CONSULTANT in connection with this Agreement which do not compromise professional services, the CONSULTANT further agrees to indemnify, defend, and hold harmless OWNER, and its agents and employees, from and against legal liability for all third-party claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by the negligent or intentional wrongful acts, errors, or omissions of CONSULTANT, its agents or employees, excluding, however, claims, losses, damages, or expenses arising out of the rendering or failure to render any professional services by the CONSULTANT (which is covered by Section 8.2.1. above). In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of OWNER and CONSULTANT, or their agents or employees, then they, shall be borne by each party in proportion to each entity's own negligence.

8.3 Consequential Damages. OWNER shall not be liable to CONSULTANT for any special, indirect, or consequential damages resulting in any way from the performance of the SERVICES such as, but not limited to, loss of use, loss of revenue, or loss of anticipated profits.

8.4 Survival. Upon completion of all SERVICES, obligations, and duties provided for in this AGREEMENT, or if this AGREEMENT is terminated for any reason, the terms and conditions of this Article 8 shall survive.

## **ARTICLE 9 - INSURANCE**

During the performance of the SERVICES under this AGREEMENT, CONSULTANT shall maintain the following insurance:



- (1) General Liability Insurance, with a combined single limit of \$1,000,000 for each occurrence and \$1,000,000 in the aggregate;
- (2) Automobile Liability Insurance, with a combined single limit of not less than \$1,000,000 for each person, not less than \$1,000,000 for each accident and not less than \$1,000,000 for property damage; and
- (3) Professional Liability Insurance, with a limit of \$1,000,000 annual aggregate.

CONSULTANT shall furnish OWNER certificates of insurance, which shall include a provision that such insurance shall not be canceled without at least thirty (30) days written notice to OWNER. Except as it pertains to Professional Liability Insurance, All PROJECT sub-consultants shall be required to name OWNER as an Additional Insured and certificate holder on their certificates of insurance for the PROJECT, and shall be required to indemnify OWNER and CONSULTANT to the same extent. CONSULTANT shall be held responsible to submit certificates of insurance for sub-consultants to OWNER prior to the sub-consultant's release to commence work.

#### **ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY**

CONSULTANT shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the construction of the PROJECT; or (2) procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to CONSULTANT in Attachment A, Scope of Services.

#### **ARTICLE 11 - LIMITATIONS OF RESPONSIBILITIES FOR ACTS OF OTHERS**

CONSULTANT shall not at any time supervise, direct, control or have authority over any work performed by any employee, contractor or other agent of OWNER. CONSULTANT shall not be responsible for the acts or omissions of any employee, contractor or other agent associated with the PROJECT except for its own employees, subcontractors and other agents.

#### **ARTICLE 12 - OPINIONS OF COST AND SCHEDULE**

Since CONSULTANT has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet PROJECT schedules, CONSULTANT'S opinion of probable costs and of PROJECT schedules shall be made on the basis of experience and qualifications as a professional. CONSULTANT does not guarantee that proposals, bids, or actual PROJECT costs will conform to OWNER'S cost estimates or that actual schedules will conform to OWNER'S projected schedules.

#### **ARTICLE 13 - REUSE OF DOCUMENTS**

All documents, including, but not limited to, drawings, specifications, and details, reports, etc. prepared by CONSULTANT pursuant to this AGREEMENT are instruments of service in respect to the PROJECT. They are not intended or represented to be suitable for reuse by CONSULTANT or others on extensions of the PROJECT or on any other project. Any reuse or adaptation without prior written verification by the OWNER for the specific purpose intended will be at CONSULTANT'S sole risk and without liability or legal exposure to the OWNER. CONSULTANT shall defend, indemnify, and hold harmless the OWNER against all claims, losses, damages, injuries, and expenses, including attorney's fees, arising out of or resulting from such reuse to the extent allowed by law.

#### **ARTICLE 14 - OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY**

Except as otherwise provided herein, engineering documents, drawings, and specifications prepared by CONSULTANT as part of the SERVICES shall become the property of OWNER. CONSULTANT shall retain its rights in its standard drawing details, specifications, data bases, computer software, and other proprietary property. Rights to intellectual property developed, utilized, or modified in the performance of the SERVICES shall remain the property of CONSULTANT, but shall be provided to the OWNER, at no additional expense to the OWNER.



## **ARTICLE 15 - TERMINATION**

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the either party to perform in accordance with the terms of this AGREEMENT. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

OWNER may suspend performance of this AGREEMENT for OWNER'S convenience upon written notice to CONSULTANT. Upon restart, an equitable adjustment may be made to CONSULTANT'S compensation, if the period of suspension has created an economic hardship for the CONSULTANT.

## **ARTICLE 16 - DELAY IN PERFORMANCE**

Neither OWNER nor CONSULTANT shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this AGREEMENT, such circumstances include, but are not limited to, abnormal weather conditions such as floods, earthquakes, fire; civil disturbances such as war, riots, or other civil epidemic; power outages, strikes, lockouts, work slowdowns, or other labor disturbances; sabotage; judicial restraint, and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either OWNER or CONSULTANT under this AGREEMENT.

Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

## **ARTICLE 17 - WAIVER**

A waiver by either OWNER or CONSULTANT of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

## **ARTICLE 18 - SEVERABILITY**

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if this AGREEMENT did not contain the particular portion or provision held to be void. The parties further agree to amend this AGREEMENT to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire AGREEMENT from being void should a provision which is of the essence of this AGREEMENT be determined void.

## **ARTICLE 19 - INTEGRATION**

This AGREEMENT represents the entire and integrated AGREEMENT between OWNER and CONSULTANT. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT.

## **ARTICLE 20 - SUCCESSORS AND ASSIGNS**

To the extent permitted by Article 22, OWNER and CONSULTANT each binds itself and its successors and assigns to the other party to this AGREEMENT.

## **ARTICLE 21 - ASSIGNMENT**

Neither OWNER nor CONSULTANT shall assign its duties under this AGREEMENT without the prior written consent of the other party. Unless otherwise stated in the written consent to an



assignment, no assignment will release or discharge the assignor from any obligation under this AGREEMENT. Nothing contained in this Article shall prevent CONSULTANT from employing independent sub-consultants, associates, and sub-contractors to assist in the performance of the SERVICES. However, third party entities must comply with Article 9.

#### **ARTICLE 22 - THIRD PARTY RIGHTS**

Nothing in this AGREEMENT shall be construed to give any rights or benefits to anyone other than OWNER and CONSULTANT.

#### **ARTICLE 23 - COMPLETION**

CONSULTANT shall complete the services within the time frame outlined on Attachment E, Schedule, subject to conditions which are beyond the control of the CONSULTANT.

#### **ARTICLE 24 - IMMIGRATION COMPLIANCE**

24.1 CONSULTANT shall demonstrate that they:

24.1.1 Have complied, and shall at all times during the term of this AGREEMENT, comply in all respects with all immigration-related laws, statutes, ordinances and regulations including without limitation, the Immigration and Nationality Act, as amended, the Immigration Reform and Control Act of 1986, as amended, and the Oklahoma Taxpayer and Citizen Protection Act of 2007 (Oklahoma HB 1804) and any successor laws, ordinances or regulations (collectively, the Immigration Laws"); and

24.1.2 Has properly maintained, and shall at all times during the term of this AGREEMENT, maintain any and all employee records required by the U.S. Department of Homeland Security ("DHS"), including, without limitation, properly completed and maintained Form I-9s for each of the CONSULTANT's employees; and

24.1.3 Has verified the employment eligibility for all employees hired on or after July 1, 2008 through DHS's E-Verify system, and shall at all times continue to verify the employment eligibility of all employees hired during the term of this AGREEMENT; and

24.1.4 Has required, and will at all times during the term of this AGREEMENT, require any sub-contractor utilized, hired or sub-contracted for by CONSULTANT for the completion or undertaking of any duties, tasks or responsibilities under this AGREEMENT, to comply with the requirements and obligations imposed by the Immigration Laws and set forth in Paragraphs 24.1.1, 24.1.2, and 24.1.3, above, with regards to each of the sub-contractor's employees.

24.2 CONSULTANT will indemnify, defend and hold harmless OWNER against any loss, cost, liability, expense (including, without limitation, costs and expenses of litigation and reasonable attorney's fees) demands, claims, actions, causes of action, liabilities, suits, damages, including special and consequential damages that arise from or in connection with, directly or indirectly, CONSULTANT'S failure, deliberate or negligent, to fulfill its obligations and representations regarding verifying the employment eligibility of its employees and the employees of any subcontractor utilized by CONSULTANT as set forth more fully in Paragraph 24.1 above.

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## **ARTICLE 25 - COMMUNICATIONS**

Any communication required by this AGREEMENT shall be made in writing to the address specified below:

OWNER: City of Broken Arrow  
485 N. Poplar Avenue  
Broken Arrow, OK 74012  
Contact: Mr. Travis Small, P.E., CFM  
Transportation Division Manager

CONSULTANT: Walter P. Moore and Associates, Inc.  
7666 E 61<sup>st</sup> Street, Suite #251  
Tulsa, OK 74133  
(918) 806-7200

Contact Name: Daniel Ashbaugh, P.E.  
Project Manager

Nothing contained in this Article shall be construed to restrict the transmission of routine communications between representatives of OWNER and CONSULTANT.

## **ARTICLE 26 – ELECTRONIC SIGNATURES**

The Parties agree this transaction may be completed by electronic means and an electronic signature on this AGREEMENT will be given the same legal effect as a handwritten signature and cannot be denied enforceability solely because is it in electronic form. If CONSULTANT signs this AGREEMENT electronically and/or submits documents electronically, CONSULTANT agrees to comply with OWNER'S requirements for submission of electronically signed and/or submitted documents.

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IN WITNESS WHEREOF, the City Manager of the City of Broken Arrow, Oklahoma has hereunto set his hand, for and on behalf of the City of Broken Arrow and the CONSULTANT has signed, or caused his name to be signed, and seal affixed by proper authority, the day and year first above written and these presents have been executed in triplicate counterparts.

**OWNER:**

City of Broken Arrow, a Municipal Corporation

By: \_\_\_\_\_  
Michael L. Spurgeon, City Manager

Date: \_\_\_\_\_

**CONSULTANT:**

Walter P. Moore and Associates, Inc.

By: Brent Bolerjack  
Brent Bolerjack, Principal  
5/27/2025

Date: \_\_\_\_\_

(CORPORATE SEAL, IF APPLICABLE)

Attest: \_\_\_\_\_  
City Clerk [Seal]

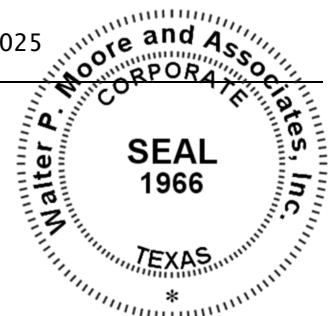
Date: \_\_\_\_\_

Approved as to form:

D. Graham Parker  
Assistant City Attorney

Attest: [Signature]  
~~Notary Public~~ **Corporate Secretary**

Date: 5/27/2025

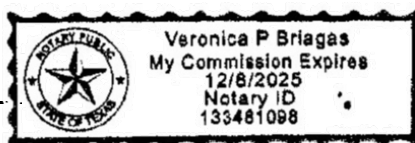


**VERIFICATION**

State of Texas )  
County of Harris ) §

Before me, a Notary Public, on this 27th day of May, 2025, personally appeared Brent Bolerjack, known to be to be a Principal of Walter P Moore, and to be the identical person who executed the within and foregoing instrument, and acknowledged to me that he/she executed the same as his/her free and voluntary act and deed for the uses and purposes therein set forth.

My Commission Expires:  
12/08/2025



Veronica P. Briagas  
Notary Public



**ATTACHMENT A  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**SCOPE OF SERVICES**

The following scope of services shall be made a part of the AGREEMENT dated the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**1.0 PROJECT UNDERSTANDING**

CONSULTANT understands that the OWNER has retained their professional services to prepare construction documents for bidding purposes on the S. 245<sup>th</sup> E. Avenue from E. Kenosha Street to E. Oakland Street Improvements project. These documents shall include, but not be limited to, the following: a design manual including all numerical calculations supporting the intent of the design, as well as providing the basis for bid document quantities; construction plans detailing the intent of the project; standard details and standard drawings associated with the project specifics; construction specifications; general conditions, and special conditions.

Furthermore, CONSULTANT understands: This project consists of approximately 1,500 L.F. of improvements for S. 245<sup>th</sup> E. Avenue from E. Kenosha Street to E. Oakland Street. The project scope includes widening the existing narrow two-lane roadway to a two-lane roadway, minimum 22' in width, with sod shoulders and improved open drainage ditches. Hydraulic analysis will be performed for proposed drainage structures, both crossing and paralleling drive structures, to maximize capacity with minimal impacts to existing right-of-way. The project scope also includes improvements of existing waterline along S. 245<sup>th</sup> E. Avenue, approximately 1,500 L.F. in length, from Kenosha tying into existing waterline at Oakland Street. The project shall also include services for the following: private drives, storm drains under drives, roadway cross drains, ditch grading, miscellaneous appurtenances, identification of the need for utility relocations as well as all governmental agency coordination/permitting.

The following is work not included in this scope but can be negotiated and performed as needed and at additional cost: identification of ultimate right-of-way needs, preparation of ultimate right-of-way acquisition documents, assistance during acquisition, and the coordination of utility relocations.

**2.0 PROJECT SCOPE**

CONSULTANT shall coordinate the subsurface exploration and design the subgrade and pavement section(s); perform civil design including water lines, and grading; and perform hydraulics/hydrology necessary to properly design the drainage structures. CONSULTANT shall also identify existing gas, electric, telecommunication, and other



private utilities which may require relocations.

CONSULTANT shall provide consulting services as follows:

- Geotechnical Services and Coordination
- Survey Services and Coordination
- Geometric, Site Grading, Drainage, Paving, and
- Miscellaneous Design
- Public Utility Design and Relocations
- Governmental Agency Coordination/Permitting

### **3.0 SCOPE OF SERVICES**

3.1 ADMINISTRATIVE/MANAGERIAL DUTIES: CONSULTANT shall be responsible to perform the following tasks throughout the course of the PROJECT:

- 3.1.1 Document all meetings, conferences, coordination, phone conversations, etc. and send documentation to OWNER within three (3) calendar days.
- 3.1.2 Meet with the Owner in a Pre-Design Conference in order to determine design criteria, requirements and codes and other critical design features of the Project such as preferred alignment as well as project schedule and milestone dates. All designs shall meet current City of Broken Arrow codes, regulations, and design criteria as found in the latest versions of the Engineering Design Criteria Manual, Land Subdivision Code, Zoning Code, Traffic Control Manual, Standard Construction Specifications, City Ordinances and Comprehensive Plan.
- 3.1.3 Provide Owner with a list of all proposed sub-consultants and tasks sub-consultants are responsible to perform.
- 3.1.4 Meet with the Owner to discuss review comments on each phase of the project, and incorporate appropriate comments into following phase.

3.2 LAND SURVEY: Upon receiving the written Notice to Proceed, the CONSULTANT shall perform the following tasks in accordance with the schedule provided in Attachment E:

- 3.2.1 Establish horizontal and vertical control necessary for the design and construction of the project including the establishment of reference points and benchmarks at each end and at interim points of the project and setting PK nails, at distances no greater than 500 feet between PK nails and at offset locations sufficient as to not be disturbed during construction, throughout the project. Control shall be in accordance with the OWNER'S Engineering Design Criteria.
- 3.2.2 Conduct all field surveys, including topographical, boundary, and aerial surveys, as necessary, for design of the project.
- 3.2.3 Research and field-verify, to the fullest extents possible (typically S.U.E. level "B"), the horizontal and vertical locations of all public and private utilities within the project boundary, which may be in conflict with the project and include in base survey along with all pertinent utility easements. It is incumbent upon CONSULTANT to determine if further investigation is necessary and advise OWNER of such need.
- 3.2.4 Determine existing right-of-way and easements.
- 3.2.5 Submit one (1) drawing on electronic media (AutoCAD 2022 or greater) and one (1) PDF file of the final survey.



- 3.3 PLANNING AND CONCEPTUAL DESIGN PHASE: Upon receiving the written Notice to Proceed, the Consultant shall perform the following tasks in accordance with the schedule provided in Attachment E:
- 3.3.1 With City input, establish project goals and alignments for streets, storm sewers, sanitary sewers and water lines as required.
  - 3.3.2 Develop conceptual plan, and alternatives as needed, for street and stormwater improvements.
  - 3.3.3 Develop a conceptual plan for water line improvements.
  - 3.3.4 Evaluate existing drainage system, capacity and conditions. Provide conceptual plan schematics and calculations for drainage design additions/improvements.
  - 3.3.5 Provide conceptual design plans to all utility companies electronically (i.e. pdf or CADD files as required) at submittal of conceptual design plans.
  - 3.3.6 Conduct all necessary geotechnical investigations and submit recommendations to the Owner for project sub-grade, pavement and foundation design.
  - 3.3.7 Submit six (6) bound sets of 1/2 size prints, one (1) set of drawings on electronic media (AutoCAD 2022 or greater), one (1) PDF file of the Planning & Conceptual design, and planning & conceptual cost estimate using 20% contingency.
  - 3.3.8 The Planning and Conceptual Design Phase submittal shall include:
    - Land Survey
    - Title Sheet
    - Typical Sections
    - Right-of-Way Map & Data (Existing Right-of-Way)
    - Survey Data Sheet
    - Plan and Profiles (Conceptual)
    - Construction Sequence
    - Identify any Public Utility Relocations on P&P
    - Conceptual cross sections
  - 3.3.9 Prepare conceptual special provisions.
  - 3.3.10 Prepare conceptual quantities.
  - 3.3.11 Prepare conceptual construction cost estimate using 20% contingency.
  - 3.3.12 Planning & Conceptual Design Review.
  - 3.3.13 Attend a meeting with the CITY to review the Conceptual Design Phase submittal and provide meeting minutes.
- 3.4 FINAL DESIGN PHASE: Following approval of the Planning and Conceptual Design, and upon receiving the written Notice to Proceed, the Consultant shall perform the following tasks in accordance with the schedule provided in Attachment E:
- 3.4.1 Conduct all necessary design functions required to complete the final design phase of the project.
  - 3.4.2 Finalize utility relocation coordination as necessary.
  - 3.4.3 Prepare and complete final design.
  - 3.4.4 Prepare detailed construction plans in conformance with appropriate drafting standards.
  - 3.4.5 Prepare final quantity estimates.



- 3.4.6 Prepare final estimate of construction costs with a 10% contingency.
- 3.4.7 Prepare construction specifications; Contract documents other than drawings and estimates on 8-1/2" x 11" plain white bond paper. All documents shall be suitable for original camera-ready copy.
- 3.4.8 Prepare Contract proposals in units compatible with Broken Arrow specifications.
- 3.4.9 Submit six (6) bound sets of 1/2 size prints of final construction plans, one (1) bound set of full-size prints (if required) of final construction plans, three (3) sets of final contract bid documents, one (1) PDF file and three (3) sets of 1/2 size prints of final City utility relocation plans, if required, to the Owner for distribution and review.
- 3.4.10 The Final Design Phase submittal shall include:
  - Title Sheet
  - Pay Quantities and Pay Item/General Notes
  - Typical Sections
  - Quantity & Miscellaneous Summaries
  - Summary of Drainage Structures, as needed
  - Storm Water Management Plan (SWP3)
  - Project Drainage Area Map
  - Right-of-Way Map & Data
  - Survey Data Sheet
  - Plan and Profiles
  - Waterline Relocation Sheets, as necessary
  - Intersection Details (tie-in to intersection plans by others)
  - Miscellaneous Details Sheet
  - Special Details, as needed
  - Cross Sections
  - Standard Construction Drawings
- 3.4.11 Final Design Review.
- 3.4.12 Attend a meeting with the CITY to review the Final Design Phase submittal and provide meeting minutes.
- 3.4.13 Provide final design plans to all utility companies electronically (i.e. pdf or CADD files as required).
- 3.4.14 Incorporate final review comments and furnish one (1) complete set of full-size drawings and contract documents, three (3) 1/2 size sets of final drawings, one (1) set of final drawings in pdf format and electronic media (AutoCAD 2022 or greater), one (1) master set of final specifications on electronic media, in both Microsoft Word and pdf formats, and paper, a written project description and electronic bid proposal.
- 3.5 ASSISTANCE DURING BIDDING (INCLUDED WITH DESIGN PHASE):  
Upon receiving the written Notice to Proceed, the Consultant shall perform the following tasks in accordance with the schedule provided in Attachment E:
  - 3.5.1 Provide the OWNER services during advertisement of the Project for bid.
  - 3.5.2 Serve as the technical question point of contact to answer requests for information during bidding and draft any necessary addenda to clarify Contract documents.
  - 3.5.3 Assist in preparing addenda and addenda plan sheets as required.

#### **4.0 ADDITIONAL SERVICES**



The following is not included in this scope and is considered additional work which can be negotiated and performed as needed at additional cost:

4.1 PROJECT CLOSE-OUT:

- 4.1.1 Incorporate changes into the drawings and produce Record Drawings.
- 4.1.2 Submit record drawings on electronic media (AutoCAD 2022 or greater).
- 4.1.3 Submit any revisions to the Design Manual caused by construction changes.

4.2 CONSTRUCTION ASSISTANCE: Construction Assistance is considered an additional service not included in the Scope of Services and will be negotiated with the CONSULTANT as necessary.

4.3 ATTEND NEIGHBORHOOD MEETINGS: If requested, the CONSULTANT will meet with the neighborhood to discuss the project. CONSULTANT will provide exhibits, be available for questions, concerns, and take notes.

4.4 UTILITY RELOCATION EXHIBITS: CONSULTANT can create an exhibit for franchise utility companies to show the impact of construction on their lines as identified by the survey. Relocation plans will not be created.

4.5 PROPERTY REPORTS, LEGAL DESCRIPTIONS, AND STAKING: CONSULTANT will coordinate with the surveyor on any right of way staking, legal descriptions, or right of way reports that the owner requests.

4.6 LOMR SUBMISSION: Though the project lies within the floodplain, it is not expected that a LOMR will be required to be submitted to FEMA. If the OWNER does request a LOMR, CONSULTANT staff can assist as needed in preparing the paperwork.

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**ATTACHMENT B  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245TH E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**ORGANIZATION OF SUBMITTAL DOCUMENTS**

The CONSULTANT shall prepare the following documents as described as a part of the AGREEMENT dated the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

**1.0 CONSTRUCTION PLANS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following plan sheets:

- 1.1 Title Sheet;
- 1.2 Pay Quantities and Pay Item/General Notes;
- 1.3 Typical Sections;
- 1.4 Quantity & Miscellaneous Summaries;
- 1.5 Storm Water Management Plan (SWP3);
- 1.6 Project Drainage Area Map;
- 1.7 Right-of-Way Map & Data;
- 1.8 Survey Data Sheet;
- 1.9 Plan and Profiles (roadway & public utilities as necessary);
- 1.10 Intersection Details;
- 1.11 Miscellaneous Details;
- 1.12 Cross Sections; and
- 1.13 Standard Construction Drawings.

**2.0 RIGHT-OF-WAY DOCUMENTS:** Right-of-way services are not included in this scope and is considered additional work which can be negotiated and performed as needed at additional cost.

**3.0 DRAINAGE DESIGN DOCUMENTS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following documents:

- 3.1 Hydrology and Hydraulic Calculations;
- 3.2 Overall Project Drainage Map;
- 3.3 Drainage Summary Tables;
- 3.4 Stormwater Pollution Prevention Plan (SWP3)

**4.0 DESIGN CALCULATIONS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following documents:

- 4.1 Other Engineer Design Calculations (As Needed)

**5.0 CONTRACT DOCUMENTS:** The CONSULTANT shall submit in-full, in accordance with this AGREEMENT, the following documents:



5.1 Bid Documents:

- 5.1.1 Electronic bid proposal in format provided.
- 5.1.2 Written description of construction project.
- 5.1.3 Construction duration in calendar days.

5.2 Project Conditions:

- 5.2.1 Special Conditions.

5.3 Construction Specifications

**6.0 RECORD DRAWINGS:** Record drawing services are not included in this scope and is considered additional work which can be negotiated and performed as needed at additional cost.

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**ATTACHMENT C  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**COMPENSATION AND ADDITIONAL SERVICES**

The following compensation and hourly rates shall apply as described in Attachment C and shall be made a part of the AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_ 2025.

**1.0 BASIC COMPENSATION**

The basic compensation for the Professional Consultant to perform all duties and responsibilities associated with the Scope of Services as described in Attachment A shall be in accordance with the following payment breakdown:

- 1.1 Construction Documents Phase Payment: The OWNER shall pay the CONSULTANT a lump sum amount of **\$119,000** for the completion of the Construction Documents Phase (includes assistance during bidding). This amount includes all labor, material, overhead and profit associated with the Scope of Services.

**2.0 ADDITIONAL SERVICES BASED ON TIME**

The hourly rates set forth below include all salaries, benefits, overhead and other indirect costs including federal, state, and local taxes, plus profit and effective through June 30, 2026.

Principal	350.00
Project Manager	265.00
Senior Engineer	265.00
Engineer	200.00
Graduate Engineer	175.00
Senio CAD Technician	170.00
CAD Technician	140.00

**3.0 REPRODUCTION**

All charges for reproduction shall be included in Basic Compensation Fee of the Professional Consultant. No separate payment will be made for these expenses.



#### **4.0 MILEAGE**

All direct costs shall be included in the Basic Compensation of the Professional Consultant. No separate payment will be made for these expenses.

#### **5.0 DIRECT COSTS**

All direct costs shall be included in the Basic Compensation of the Professional Consultant. No separate payment will be made for these expenses.

#### **6.0 ADJUSTMENT CLAUSE**

The rates and costs described in this AGREEMENT shall not be revised annually, unless mutually agreed upon by both parties.

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**ATTACHMENT D  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**OWNER'S RESPONSIBILITIES AND SPECIAL CONDITIONS**

The following list of special OWNER'S responsibilities and contract special conditions shall be made a part of this AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_ 2025.

**1.0 OWNER'S RESPONSIBILITIES**

- 1.1 OWNER shall furnish to CONSULTANT all available information pertinent to the PROJECT including previous reports and any other data relative to design and construction of the PROJECT;
- 1.2 OWNER shall furnish to CONSULTANT all public utility information available relative to the design and construction of the PROJECT. CONSULTANT topographical survey shall locate all utilities above and below ground for exact location;
- 1.3 OWNER shall furnish to CONSULTANT list of codes adopted by the municipality as well as subdivision regulations, design criteria and construction standards and specifications that may be pertinent to the design and construction of the PROJECT;
- 1.4 OWNER shall be responsible for reproduction costs associated with the bidding of the final approved construction documents required for the construction of this PROJECT;
- 1.5 OWNER shall be responsible for all land/easement acquisition costs and filing of the required legal documents, if necessary; and
- 1.6 OWNER shall examine all studies, reports, sketches, estimates, specifications, plan drawings, proposals, and other documents presented by the CONSULTANT and render in writing decisions pertaining thereto within a reasonable time so as not to delay the SERVICES of the CONSULTANT.

**2.0 SPECIAL CONDITIONS**

- 2.1 None

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**ATTACHMENT E  
TO  
AGREEMENT FOR PROFESSIONAL CONSULTANT SERVICES  
BETWEEN  
CITY OF BROKEN ARROW (OWNER)  
AND  
WALTER P MOORE (CONSULTANT)  
FOR  
S. 245<sup>TH</sup> E. AVENUE IMPROVEMENTS FROM E. KENOSHA STREET TO E.  
OAKLAND STREET  
PROJECT NUMBER 2552200**

**PROJECT SCHEDULE**

The following schedule shall be made a part of the AGREEMENT dated the \_\_\_\_ day of \_\_\_\_\_ 2025.

**1.0 CONSTRUCTION DOCUMENTS PHASE:**

- 1.1 Notice to Proceed:
- 1.2 Preparation of Preliminary Plans: 70 calendar days
- 1.3 Owner Review: 14 calendar days
- 1.4 Preparation of Final Plans (signed/sealed): 35 calendar days
- 1.5 Total: 119 calendar days

**2.0 ASSISTANCE DURING BIDDING PHASE:**

- 2.1 Answer technical questions and prepare addenda: To be determined

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