



City of Broken Arrow
Meeting Agenda
Broken Arrow Economic Development
Authority

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

Tuesday, March 4, 2025

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

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

1. Call to Order

2. Roll Call

3. Consideration of Consent Agenda

A. [25-238](#) Acknowledgement of submittal of the January 2025 Broken Arrow Economic Development Corporation's Monthly Report

B. [25-259](#) Ratification of the Claims List Check Register Dated February 24, 2025

4. Consideration of Items Removed from Consent Agenda

5. Public Hearings, Appeals, Presentations, Recognitions, Awards-NONE

6. General Authority Business-NONE

7. Remarks and Inquiries by Governing Body Members

8. Remarks and Updates by City Manager and Staff

9. Executive Session-NONE

10. Adjournment

NOTICE:

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

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

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

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

21 O.S. Section 280 provides the following:

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

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

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

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

A paper copy of this agenda is available upon request.

POSTED this ____ day of _____, _____, at _____ a.m./p.m.

City Clerk



City of Broken Arrow

Request for Action

File #: 25-238, Version: 1

**Broken Arrow Economic Development Authority
Meeting of: 03-04-2025**

Title:

Acknowledgement of submittal of the January 2025 Broken Arrow Economic Development Corporation's Monthly Report

Background:

The Broken Arrow Economic Development Authority contracts with the Broken Arrow Economic Development Corporation in the amount of \$425,000.00 annually with the goal to encourage and facilitate economic development within and near the City of Broken Arrow by attracting new industry and commercial businesses to the Broken Arrow area, and to promote the economic health and expansion of existing industry and commercial businesses within the City. Per the Economic Development Agreement, each month BAEDC shall submit a Monthly Activity Report detailing services and activities that accurately state the progress made in implementing the terms, conditions and scope of work required by the Contract. Attached is the Monthly Activity Report for January 2025.

Cost: \$35,416.66 per month

Funding Source: Fund 887

Requested By: Jennifer Rush, Economic Development Manager

Approved By: City Manager's Office

Attachments: BAEDC Monthly Activity Report

Recommendation:

Acknowledge the January 2025 Broken Arrow Economic Development Corporation's Monthly Report.

January 2025

BROKEN  ARROW
ECONOMIC DEVELOPMENT CORPORATION

BROKEN ARROW

ECONOMIC DEVELOPMENT CORPORATION

January 2025 Report

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Business Retention and Expansion

Summary

- This month's BRE efforts centered on continuing connection with local businesses to enhance retention, uncover expansion opportunities, and foster stronger collaboration opportunities.
- Manufacturing Roundtable confirmed for **March 5, 2025**; Oklahoma Department of Commerce and Oklahoma Manufacturing Alliance to facilitate discussion on funding opportunities available for businesses looking to expand
- CEO, VP, delegation from Commerce and elected officials met with Paragon Films leaders to recognize them for \$300k Business Expansion Incentive Program
- Maintained ongoing discussions for Project Flight, focusing on site selection and feasibility
- Assisted local business with relocation resources for new employees relocating to Broken Arrow
 - Delivered Community Guide, Visit BA Guide, and digital relocation guide
- **BRE Employer Meetings: 7**
- **BRE Drop-ins: 11**

New Business Attraction

Summary

- Conducted initial discovery meeting with a business considering relocation to BA
- CEO and VP attended Select Oklahoma Reception in Dallas, networking with 60+ site consultants
- Hosted consultants and Department of Commerce for OKSITES Ready site visit for Houston and College industrial sites
 - Utility partners, landowner and broker, and city leadership in attendance
 - Facilitated tour of community, site, and surrounding industrial developments
- Met with landowner of 40 acres at Houston and County Line to discuss opportunities for site development and timeline of development

Incoming January Projects

- **Project Maero** – Submitted Sweet Gum property
 - Aerospace company looking to expand into the United States. Seeking existing building with a minimum of 10,000 SF.
 - Project Scope
 - \$8M in capital investment
 - 23 jobs
- **Project Building Block** – No available sites meeting the needs of the project. Plastic resin manufacturing company seeking a minimum of 50-acre greenfield site in an industrial park, a foreign trade zone and/or rural area. Heavy industrial zoning required.
 - Project Scope

- \$150M capital investment
- 30 jobs

Innovation, Entrepreneurship, and Small Business Development

Entrepreneurship Ecosystem Assessment

- Discovered from Hispanic Business Council need for Spanish-language business education
 - Explored opportunities with Tulsa Tech Broken Arrow to expand entrepreneurial education and support for English and Spanish-speaking audiences

Workforce Development

Summary

- Staff attended the Texas A&M Engineering Career Fair. The opportunity allowed the BAEDC to represent the entire community of Broken Arrow to engineering students with the goal of attracting the talent to the area:
 - **70** students requested additional information about BA opportunities
 - **2** students currently have applied for Broken Arrow internship opportunities
- Facilitated Talent Attraction & Workforce Development committee meetings
 - Highlighted Texas A&M Engineering Fair
 - Demonstrated new Broken Arrow job board
 - Discussed logistics and date for Healthcare Career Day 2025 **[April 10]**
- Attraction Success Stories: Written dialogue from individuals who relocated here from outside the area to be showcased on the website.
 - **3** pending candidates
- **Employer Partner Meetings = 6**

Broken Arrow Job Board Monthly Metrics:

- **752** page visits; **231** clicks on jobs; **4** job alert subscribers
- **43** application engagements

Job Seeker Monthly Metrics:

- Job seeker engagements = **74**
- Job seeker placements = **0**

Job Seeker Year to Date Metrics:

- Job seeker engagements = **74**
- **43** application engagements (job board)
- Job seeker placements = **0**

Arrow Forge

Summary

- Identified potential user for Arrow Forge and conducted discussions the client to pitch the site

- Facilitated a meeting with the City Manager and the client to explore potential incentives
- Received commitment from Matt Litterell, Executive Director for Workforce and Economic Development at Tulsa Tech to serve as Chair of Arrow Forge committee
- Facilitated monthly Arrow Forge Committee Meeting
 - Presented initial draft of Arrow Forge business model and value proposition to committee for feedback

Research Analysis, Strategic Planning, & Advocacy

Summary

- Finalized and delivered 2024-2025 Grounds for Development publication
- Met with COBA Tourism & Economic Development (TED) to discuss BA developments
 - Working on road funding grant opportunities to improve industrial site's marketability
- CEO and VP met with One Wagoner County for alignment on projects and opportunities for collaboration and partnership
- Research Requests:
 - Business Resources – **2**
 - Property search for 8,000-10,000 SF; min. One garage door; 8-12 parking spaces and 20-40 service vehicle parking spaces.
 - Property search for min. 10,000 SF of commercial space, preferably for purchase for food manufacturing.
 - City of Broken Arrow – **0**
 - Workforce – **1**
 - Labor data request for company considering locating at Arrow Forge

TRANSMITTAL

TO: City Council & BAEDA Members

COPY: City Manager
BAEDC Board
Chamber Board

SUBJECT: Economic Development Services

FROM: EDC Team

DATE: **February 11, 2025**

Attached you will find the monthly invoice for January 2025.

INVOICE

City of Broken Arrow

Attn: Michael Spurgeon, City Manager

P. O. Box 610

Broken Arrow, OK 74013

Broken Arrow Economic Development Corporation

January 2025 Economic Development Services	\$35,416.66
TOTAL	\$35,416.66

Please make check payable to BAEDC.



City of Broken Arrow

Request for Action

File #: 25-259, **Version:** 1

**Broken Arrow Economic Development Authority
Meeting of: 03/04/2025**

Title:

Ratification of the Claims List Check Register Dated February 24, 2025

Background:

Council on September 3, 2019 approved Ordinance No. 3601 allowing ratification of the claims list. For the period from February 11, 2025 through February 24, 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 \$5,131,351.56 for the various funds.

Governmental Funds	\$2,197,568.85
BAMA	\$1,646,722.83
BAEDA	<u>\$1,287,059.88</u>
Total	\$5,131,351.56

A summary by funds and detail are attached.

Cost: \$1,287,059.88

Funding Source: BAEDA Operational and Capital accounts

Requested By: Cynthia S. Arnold, Finance Director

Approved By: City Manager's Office

Attachments: Check Register dated February 24, 2025

Recommendation: .recommend
Ratify Claims List Check Register dated 02/24/2025

City of Broken Arrow
Check Register by Fund



FUND	DESCRIPTION	AMOUNT	INVOICE COUNT
110	GENERAL	153,243.89	430
220	BA MUNICIPAL AUTHORITY	1,646,722.83	846
221	BAMA SALES TAX DEBT SERVICE	4,500.00	1
227	CVB-HOTEL MOTEL	32,082.60	34
330	SALES TAX CAPITAL IMPROVEMENT	480,200.81	10
331	POLICE ENHANCEMENTS	1,705.00	1
342	STREET LIGHT FUND	48,727.49	72
343	STREET SALES TAX FUND	20,677.50	6
344	PS SALES TAX POLICE	164,385.43	274
345	PS SALES TAX FIRE	107,171.11	188
593	2018 BOND ISSUE	375,774.28	6
660	WORKERS COMPENSATIONS	122,948.80	10
661	GROUP HEALTH AND LIFE	19,443.31	5
770	DEBT SERVICE GO BOND	659,478.13	2
882	AGENCY FUND DEPOSITS	7,230.50	9
887	ECONOMIC DEVELOP AUTHORITY	1,287,059.88	1
Total		5,131,351.56	1,895

**City of Broken Arrow
Check Register by Fund**



Fund 887

CHECK DATE	CHECK #	VENDOR	NAME	INVOICE	DESCRIPTION	G/L NUMBER	PROJECT	YEAR/PERIOD	AMOUNT
02/13/2025	326335	936	CROSSLAND HEAVY CONTRACTORS INC	PA 8 2417210	Prj 2417210 - Agreement	8871700 570150	2417210	2025/8	1,287,059.88
Total For Check # 326335									1,287,059.88
Total For Fund 887									1,287,059.88
Number of Invoices For Fund 887									1
Total For ALL Checks									5,131,351.56
Total Number of Invoices									1,895