



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

*Chairperson Craig Thurmond*

*Vice Chair Scott Eudey*

*Trustee Johnnie Parks*

*Trustee Debra Wimpee*

*Trustee Christi Gillespie*

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**Monday, June 17, 2019**

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

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**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.     [19-60](#)           Approval of the Broken Arrow Economic Development Authority Meeting  
Minutes of June 3, 2019

**Attachments:**   [06.03.2019 BAEDA Minutes](#)

- B.     [19-790](#)           Approval of and authorization to execute Budget Amendment Number 8 for  
Fiscal Year 2019

**Attachments:**   [06-17-19 Budget Amendment #8.pdf](#)

- C.     [18-1443](#)           Approval of the Broken Arrow Economic Development Authority Claims  
List for June 17, 2019

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

**5. General Authority Business**

- A.     [19-736](#)           Consideration, discussion and possible approval of the proposed Fiscal  
Year 2019-2020 Financial Plan for the Broken Arrow Economic  
Development Authority

**Attachments:**   [BAEDA Financial Plan](#)

**6. Remarks and Updates by City Manager and Staff**

**7. Executive Session - NONE**

**8. Adjournment**

**NOTICE:**

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.

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

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City Clerk



# City of Broken Arrow

## Request for Action

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**File #: 19-60, Version: 1**

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**Broken Arrow Economic Development Authority  
Meeting of: 06-17-2019**

**Title:**

Approval of the Broken Arrow Economic Development Authority Meeting Minutes of June 3, 2019

**Background:**

Minutes recorded for the Broken Arrow Economic Development Authority Meeting.

**Cost:** 0.00

**Funding Source:** City Clerk Operation Fund

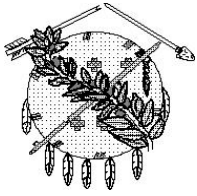
**Requested By:** Russell Gale, Assistant City Manager of Administration

**Approved By:** City Manager Office

**Attachments:** 06.03.19 BAEDA Meeting minutes

**Recommendation:**

Approve the minutes of June 3, 2019 for the Broken Arrow Economic Development Authority meeting.



**City of Broken Arrow**  
**Minutes**  
**Broken Arrow Economic Development Authority**

City Hall  
220 S 1st Street  
Broken Arrow OK  
74012

*Chairperson Craig Thurmond*  
*Vice Chair Scott Eudey*  
*Trustee Johnnie Parks*  
*Trustee Debra Wimpee*  
*Trustee Christi Gillespie*

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**Monday, June 3, 2019**

**Council Chambers**

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**1. Call to Order**

Chairperson Craig Thurmond called the meeting to order at approximately 8:47 p.m.

**2. Roll Call**

**Present: 5 -** Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey, Craig Thurmond

**3. Consideration of Consent Agenda**

- A. 19-656 Approval of the Special Joint City Council, Broken Arrow Municipal Authority, and Broken Arrow Economic Development Authority Meeting Minutes of May 9, 2019**
- B. 19-59 Approval of Broken Arrow Economic Development Authority Meeting Minutes of May 21, 2019**
- C. 18-1440 Approval of the Broken Arrow Economic Development Authority Claims List for June 03, 2019**

Chairperson Thurmond asked if there were any items to be removed from the Consent Agenda. There were none.

MOTION: A motion was made by Scott Eudey, seconded by Debra Wimpee.

**Move to approve the Consent Agenda**

The motion carried by the following vote:

**Aye: 5 -** Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey, Craig Thurmond

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

There were no items removed from the Consent Agenda. No action was required or taken.

**5. General Authority Business**

There was no General Authority Business.

**6. Remarks and Updates by City Manager and Staff**

City Manager Spurgeon stated City Attorney Trevor Dennis sent a recent email regarding the EDC Contract and announced Jennifer Conway would be serving as the new CEO and President beginning July 1, 2019.

**7. Executive Session**

There was no Executive Session.

**8. Adjournment**

The meeting adjourned at approximately 8:47 p.m.

MOTION: A motion was made by Johnnie Parks, seconded by Debra Wimpee.

**Move to adjourn**

**Aye:**      **5 -**      The motion carried by the following vote:  
Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey, Craig Thurmond

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Secretary



# City of Broken Arrow

## Request for Action

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**File #: 19-790, Version: 1**

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### Broken Arrow Economic Development Authority

**Meeting of: 06/17/2019**

**Title:**

Approval of and authorization to execute Budget Amendment Number 8 for Fiscal Year 2019

**Background:**

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

Budget Amendment Number 8 for the Broken Arrow Economic Development Authority (BAEDA) is to recognize the transfer of \$1,700,000 from the General Fund to the Broken Arrow Economic Development Authority and to appropriate the \$1,700,000 for a to be determined future economic development project. The \$1,700,000 was previously reserved in the General Fund, fund balance, and became available to transfer to BAEDA as a result of the TIF note refinancing earlier this year.

**Cost:** \$1,700,000.00

**Funding Source:** General Fund Transfers In

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

**Approved By:** City Manager Office

**Attachments:** Budget Amendment Number 8

**Recommendation:**

Approval of and authorization to execute Budget Amendment Number 8 for Fiscal Year 2019.

**General Fund**  
**BUDGET AMENDMENT # 8**  
**FISCAL YEAR 2019**  
**6/17/2019**

**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>
010-0000-253.02-00	Fund Balance/Restricted	1,716,265	(1,700,000)	16,265
010-0000-253.00-00	Fund Balance	6,318,943	1,700,000	8,018,943
		<b>\$ 8,035,208</b>	<b>\$ -</b>	<b>8,035,208</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>
010-9000-491.90-87		Transfers Out/BAEDA	100,000	1,700,000	1,800,000
			<b>\$ 100,000</b>	<b>\$ 1,700,000</b>	<b>1,800,000</b>

**Explanantion**

To amend the budget to recognize the change in classification of Fund Balance from Restricted to Unrestricted then appropriate the reclassified Fund Balnce as a transfer to BAEDA for future economic development.

**Broken Arrow Economic Development Authority**  
**BUDGET AMENDMENT # 8**  
**FISCAL YEAR 2019**  
**6/17/2019**

**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>
087-0000-391.10-00	Transfers In/General Fund	100,000	1,700,000	1,800,000
		<b>\$ 100,000</b>	<b>\$ 1,700,000</b>	<b>1,800,000</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>
087-1700-419.70-17	191724	Economic Development TBD	0	1,700,000	1,700,000
			<b>\$ -</b>	<b>\$ 1,700,000</b>	<b>1,700,000</b>

**Explanantion**

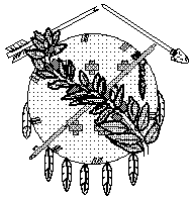
To amend the budget to recognize the transfer from the General Fund then appropriate the transfer as a project to be determined for economic development.

Approved by the City Council  
Monday, June 17, 2019

Attest by City Clerk

\_\_\_\_\_  
Mayor, Craig Thurmand

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



# City of Broken Arrow

## Request for Action

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**File #: 18-1443, Version: 1**

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# City of Broken Arrow

## Request for Action

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**File #: 19-736, Version: 1**

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**Broken Arrow Economic Development Authority  
Meeting of: 06-17-2019**

**Title:**

Consideration, discussion, and possible approval of the proposed Fiscal Year 2019-2020 Financial Plan for the Broken Arrow Economic Development Authority

**Background:**

The proposed Fiscal Year 2019-2020 Financial Plan was presented to the City Council at a special meeting on May 9, 2019 and a Public Hearing on the proposed Fiscal Year 2019-2020 budget including the Financial Plan was held at the regularly scheduled June 3, 2019, City Council meeting. The proposed Financial Plan under consideration has no changes from the Financial Plan previously presented and available to the public. The City Council earlier tonight approved Resolution No. 1242 adopting the proposed 2019-2020 Fiscal Year Budget for the City. The Fiscal Year 2019-2020 Financial Plan is included in the budget document adopted by the City Council

**Cost:** \$1,782,500

**Funding Source:** Original Fiscal Year 2019-2020 budget

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

**Approved By:** City Manager Office

**Attachments:** Fiscal Year 2019-2020 Broken Arrow Economic Development Authority Financial Plan

**Recommendation:**  
Approve the Fiscal Year 2019-2020 Broken Arrow Economic Development Authority Financial Plan

**CITY OF BROKEN ARROW  
FISCAL YEAR 2020 BUDGET & FISCAL YEAR 2021 FINANCIAL PLAN  
BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY  
FUND 87**

**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.

DESCRIPTION	ACTUAL 2018	BUDGET 2019	ESTIMATED ACTUAL 2019	BUDGET 2020	FINANCIAL PLAN 2021
<b>REVENUES :</b>					
Interest	10,269	9,000	17,000	18,000	19,000
Miscellaneous (TIF Income)	933,942	1,111,000	1,236,643	1,277,749	1,320,332
<b>TOTAL REVENUES</b>	<b>944,211</b>	<b>1,120,000</b>	<b>1,253,643</b>	<b>1,295,749</b>	<b>1,339,332</b>
<b>Other Financing Sources:</b>					
Transfers In	1,200,000	1,200,000	1,200,000	900,000	1,200,000
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>2,144,211</b>	<b>2,320,000</b>	<b>2,453,643</b>	<b>2,195,749</b>	<b>2,539,332</b>
<b>BEGINNING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	(8,666,515)	(3,670,970)	(7,983,438)	(7,145,895)	(6,732,646)
<b>Total Reserved Fund Balances</b>	<b>(8,666,515)</b>	<b>(3,670,970)</b>	<b>(7,983,438)</b>	<b>(7,145,895)</b>	<b>(6,732,646)</b>
<b>Unreserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL FUND BALANCE</b>	<b>(8,666,515)</b>	<b>(3,670,970)</b>	<b>(7,983,438)</b>	<b>(7,145,895)</b>	<b>(6,732,646)</b>
<b>TOTAL SOURCES</b>	<b>(6,522,304)</b>	<b>(1,350,970)</b>	<b>(5,529,795)</b>	<b>(4,950,146)</b>	<b>(4,193,314)</b>
<b>EXPENDITURES -</b>					
Other Services and Charges	1,201,153	1,250,000	878,700	812,500	832,500
Debt Service	259,981	750,000	737,400	970,000	975,000
<b>TOTAL EXPENDITURES</b>	<b>1,461,134</b>	<b>2,000,000</b>	<b>1,616,100</b>	<b>1,782,500</b>	<b>1,807,500</b>
<b>ENDING FUND BALANCE:</b>					
Reserved Fund Balances					
Reserved for Other Purposes	(7,983,438)	(3,350,970)	(7,145,895)	(6,732,646)	(6,000,814)
<b>Total Reserved Fund Balances</b>	<b>(7,983,438)</b>	<b>(3,350,970)</b>	<b>(7,145,895)</b>	<b>(6,732,646)</b>	<b>(6,000,814)</b>
<b>Unreserved Fund Balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Fund Balance</b>	<b>(7,983,438)</b>	<b>(3,350,970)</b>	<b>(7,145,895)</b>	<b>(6,732,646)</b>	<b>(6,000,814)</b>