



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

Tuesday, September 17, 2019

Council Chambers
220 South 1st Street
Broken Arrow, OK

AMENDED AGENDA

**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. [19-66](#) Approval of the Broken Arrow Economic Development Authority Meeting
Minutes of September 3, 2019

Attachments: [09-03-2019 BAEDA Minutes](#)

- B. [18-1461](#) Ratification of the Claims list dated 09/13/2019

Attachments: [BAEDA 0913 Claims List.pdf](#)

4. Consideration of Items Removed from Consent Agenda

5. General Authority Business - NONE

6. Remarks and Updates by City Manager and Staff

7. Executive Session

Executive Session for the purpose of confidential communications between the Broken Arrow Economic Development Authority, the City Manager, and the City Attorney, and possible action in open session regarding the following:

Economic development and specifically discussing an economic development proposal involving approximately 39 acre tract of land located west of Elm Street and East of Aspen Street, South of Albany Street and North of the Broken Arrow Expressway, and to include the transfer of property, financing, and the creation of a proposal to entice a business to locate within the City of Broken Arrow, taking appropriate action in open session, including direction for the City Manager and Staff to enter into formal negotiations for an economic development proposal under 25 O.S. §307(C)(11).

In the opinion of the City Attorney, the Authority is advised that the Executive Session is necessary to discuss an economic development proposal in accordance with State Statute. After the conclusion of the confidential portion of executive session, the Authority will reconvene in open meeting, and the final decision, if any, will be put to a vote.

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.

City Clerk



City of Broken Arrow

Request for Action

File #: 19-66, Version: 1

**Broken Arrow Economic Development Authority
Meeting of: 09-17-2019**

Title:

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

Background:

Minutes recorded for the Broken Arrow Economic Development Authority Meeting.

Cost: 0.00

Funding Source: City Clerk Operation Fund

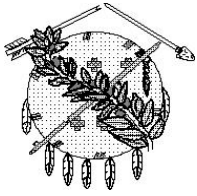
Requested By: Russell Gale, Assistant City Manager of Administration

Approved By: City Manager's Office

Attachments: 09-03-19 BAEDA Minutes

Recommendation:

Approve the minutes of September 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

Tuesday, September 3, 2019

Council Chambers

1. Call to Order

Vice Chair Scott Eudey called the meeting to order at approximately 7:42 p.m.

2. Roll Call

Present: 4 - Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey
Absent: 1 - Craig Thurmond

3. Consideration of Consent Agenda

- A. 19-65 Approval of the Broken Arrow Economic Development Authority Meeting Minutes of August 20, 2019**
- B. 18-1458 Approval of the Broken Arrow Economic Development Authority Claims List for September 03, 2019**

Vice Chair Eudey asked if there were any items to be removed from the Consent Agenda. There were none.

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

Move to approve the Consent Agenda

The motion carried by the following vote:

Aye: 4 - Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey

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

- A. 19-1084 Consideration, discussion, and possible approval of and authorization to execute a Professional Services Agreement with Ghost and Anglin to develop a strategic marketing plan to promote local businesses and shopping local for Fiscal Year 2020**

Director of Communications Krista Hemme stated sales tax revenues were essential for general fund operations. She reported it was important for residents to shop local to support local businesses and generate local sales tax revenue which funded important City services. She stated "shop local" messaging efforts in the past had not been very effective; therefore, the Communications Department wished to take a more focused approach by consulting experts who had access to data and strategies to encourage residents to shop locally. She stated she hoped to begin the first campaign prior to the holiday shopping season. She asked for approval of the Professional Services Agreement with Ghost and Anglin PR.

Trustee Parks commended Ms. Hemme for her presentation.

City Manager Spurgeon invited the City Council Members to attend the Shop Local Strategy

Meeting.

Vice Mayor Eudey agreed it was imperative for residents to understand the importance of shopping locally.

City Manager Spurgeon asked about the request for qualifications proposals. Director of Communications Ms. Hemme responded the City received approximately ten qualifications proposals from agencies in the Tulsa and Oklahoma City area. She noted four were selected for in-person presentations and interviews; Ghost and Anglin rose to the top for its successful work at the municipal level in the City of Shawnee.

Trustee Wimpee noted it was very surprising how many residents did not understand Oklahoma was a sales tax revenue-driven State; sales taxes paid in Bixby went to pay for the Bixby Fire Department, not the Broken Arrow Fire Department.

Discussion ensued regarding the importance of local sales tax revenues.

MOTION: A motion was made by Christi Gillespie, seconded by Debra Wimpee.

Move to approve and authorize execution of a Professional Services Agreement with Ghost and Anglin to develop a strategic marketing plan to promote local businesses and shopping local for Fiscal Year 2020

The motion carried by the following vote:

Aye: 4 - Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey

- B. 19-1116 Consideration, discussion and possible approval of Resolution No. 1264, a Resolution accepting the responsibilities as designated to the Broken Arrow Economic Development Authority (the "Authority") by the City of Broken Arrow, Oklahoma (the "City") pursuant to the Creek 51 Business Park Economic Development Project Plan adopted by the City; approving and authorizing the execution of an Economic Development Agreement by and among the Authority, the City, and Creek 51 Business Park, LLC; approving and authorizing the execution of a Security Agreement by and between the Authority and the City pertaining to the Tax Increment Revenues; approving the use of assistance in development financing; and containing other provisions relating thereto**

Mr. Nate Ellis with the Public Finance Law Group reported this was the Broken Arrow Economic Development Authority's Resolution for the Creek 51 Business Park Tax Increment District. He noted the same terms applied to this Resolution as were discussed during the City Council Meeting earlier in the evening.

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

Move to approve Resolution No. 1264 and authorize its execution

The motion carried by the following vote:

Aye: 4 - Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey

- C. 19-1138 Consideration, discussion, and possible approval of and authorization to execute an Extension to Agreement for the Purchase and Sale of Real Estate Agreement by and among the Broken Arrow Economic Development Authority and Endicott Holdings, LLC**
- Economic Development Coordinator Norm Stephens reported on May 7, 2019 the Authority approved the sale of 1.775 acres to Endicott Holdings, LLC for the price of \$416,000 dollars and the closing was to occur 60 days from the date the purchaser executed the agreement. He noted it also provided the purchaser could be granted a 30 day extension of the due diligence period if required by the purchaser's lender. He noted the lender did request the 30 day extension, and the extension was granted by the Authority. He stated last Friday the purchaser, Dr. Endicott, contacted the Legal Department and indicated the paperwork would not be ready for the September 6, 2019 closing date. He reported Dr. Endicott indicated he had been pre-approved, had received his pre-approval letter from the lending institution, and would be able

to close on September 27, 2019. He noted the agreement permitted the extra extension if approved by both parties. He requested approval of this extension; closing would be September 27, 2019.

MOTION: A motion was made by Debra Wimpee, seconded by Christi Gillespie.

Move to approve and authorize execution of an Extension to Agreement for the Purchase and Sale of Real Estate Agreement by and among the Broken Arrow Economic Development Authority and Endicott Holdings, LLC

The motion carried by the following vote:

Aye: 4 - Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey

6. Remarks and Updates by City Manager and Staff

There were no Remarks and Updates by City Manager and Staff.

7. Executive Session

There was no Executive Session.

8. Adjournment

The meeting adjourned at approximately 7:51 p.m.

MOTION: A motion was made by Johnnie Parks, seconded by Christie Gillespie.

Move to adjourn

The motion carried by the following vote:

Aye: 4 - Christi Gillespie, Debra Wimpee, Johnnie Parks, Scott Eudey

Chairperson

Secretary



City of Broken Arrow

Request for Action

File #: 18-1461, **Version:** 1

Broken Arrow Economic Development Authority
Meeting of: 09/17/2019

Title:

Ratification of the Claims list dated 09/13/2019

Background:

Council on September 3, 2019 approved Ordinance No. 3601 to allowing ratification of the claims list. On September 13, 2019 checks, V-Cards or ACH were processed for a total of \$1,693,068.50.

(Total Includes General Fund, BAMA and BAETA)

A summary by fund:

Fund 87 (BAEDA) \$134,193.53

Cost: \$1,693,068.50

Funding Source: Various funds

Requested By: Cynthia S. Arnold, Finance Director

Approved By: City Manager's Office

Attachments: Claims list for September 13, 2019.

Recommendation: Ratify the Claims list dated 09/13/2019

FUND 087 BAEDA

DATE DUE	VENDOR NO	VENDOR NAME	VOUCHER NO	INVOICE NO	ACCOUNT NO	AMOUNT
9/03/2019	3595	HAMPTON INN	002124	8/26/2019	087-1700-419.50-70	10,946.81
9/03/2019	11821	FRANKLIN'S	002123	RUMBLE	087-1700-419.50-70	700.00
9/03/2019	11822	THE PUBLIC FINANCE LAW GROUP P	002129	1644	087-1700-419.30-87	43,000.00
			002130	1645	087-1700-419.30-87	10,000.00
					9/03/2019 TOTAL -	64,646.81
					CUMULATIVE TOTAL -	64,646.81
9/04/2019	11820	BROKEN ARROW BREWERY	002121	RUMBLE	087-1700-419.50-70	330.00
					9/04/2019 TOTAL -	330.00
					CUMULATIVE TOTAL -	64,976.81
9/05/2019	11824	FIREWATCHERS OF TULSA	002159	08232019	087-1700-419.50-70	1,050.00
					9/05/2019 TOTAL -	1,050.00
					CUMULATIVE TOTAL -	66,026.81
9/09/2019	9744	SIG-BROKEN ARROW, LTD	002226	JAN-JUNE 2019	087-1700-419.50-72	68,166.72
					9/09/2019 TOTAL -	68,166.72
					FUND 087 TOTAL -	134,193.53