

City of Broken Arrow
Meeting Agenda
Drainage Advisory Committee

City of Broken Arrow
220 S 1st Street
Broken Arrow OK
74012

Member Mary Ann Colston
Member Lori Hendricks
Member Johnnie Parks
Member Craig Thurmond
Member Donna Wallace

Monday, September 30, 2019

6:00 PM

Council Chambers
220 S. 1st St.
Broken Arrow, OK 74012

1. Call to Order

2. Roll Call

3. Presentations - NONE

4. General Committee Business

- A. [19-1231](#) Discussion regarding the Open Meetings Act and Open Records Act
- B. [19-1232](#) Discussion regarding Meeting procedures basics
- C. [19-1233](#) Consideration, discussion, and possible nomination of a Chairperson and Vice Chairperson
- D. [19-1234](#) Discussion about duties of the members of the Drainage Advisory Committee
- E. [19-1235](#) Discussion regarding the recommendation process for the Drainage Advisory Committee
- F. [19-1236](#) Consideration, discussion, and possible approval of future meeting dates and times

5. Citizens' Opportunity to Address the Committee

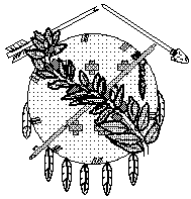
6. Adjournment

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 #: 19-1231, **Version:** 1

Broken Arrow Drainage Advisory Committee
Meeting of: 09/30/2019

Title:

Discussion regarding the Open Meetings Act and Open Records Act

Background:

Legal Department staff will make a presentation concerning the Open Meetings Act and the Open Records Act.

Cost: None

Funding Source: N/A

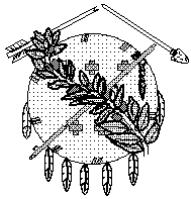
Requested By: Kenneth D. Schwab, P.E., CFM, Assistant City Manager - Operations

Approved By: City Manager's Office

Attachments: None

Recommendation:

No action required.



City of Broken Arrow

Request for Action

File #: 19-1232, **Version:** 1

Broken Arrow Drainage Advisory Committee
Meeting of: 09/30/2019

Title:

Discussion regarding Meeting procedures basics

Background:

Legal Department staff will make a presentation concerning parliamentary procedure basics.

Cost: None

Funding Source: N/A

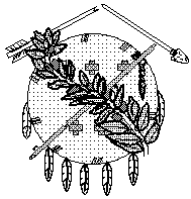
Requested By: Kenneth D. Schwab, P.E., CFM, Assistant City Manager - Operations

Approved By: City Manager's Office

Attachments: None

Recommendation:

No action required.



City of Broken Arrow

Request for Action

File #: 19-1233, **Version:** 1

Broken Arrow Drainage Advisory Committee
Meeting of: 09/30/2019

Title:

Consideration, discussion, and possible nomination of a Chairperson and Vice Chairperson

Background:

The Committee will nominate and approve a Chairperson and Vice Chairperson.

Cost: None

Funding Source: N/A

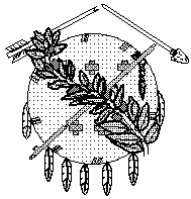
Requested By: Kenneth D. Schwab, P.E., CFM, Assistant City Manager - Operations

Approved By: City Manager's Office

Attachments: None

Recommendation:

Nominate and approve a Chairperson and Vice Chairperson.



City of Broken Arrow

Request for Action

File #: 19-1234, **Version:** 1

**Broken Arrow Drainage Advisory Committee
Meeting of: 09/30/2019**

Title:

Discussion about duties of the members of the Drainage Advisory Committee

Background:

Staff will make a presentation about the duties and responsibilities of Committee members as outlined in Ordinance No. 3588. There will be a presentation and discussion regarding potential projects and funding sources.

Cost: None

Funding Source: N/A

Requested By: Kenneth D. Schwab, P.E., CFM, Assistant City Manager - Operations

Approved By: City Manager's Office

Attachments: Ordinance No. 3588
2018 GO Bond Proposition No. 6 Project List

Recommendation:

No action required.

ORDINANCE NO. 3588

AN ORDINANCE, TO BE CODIFIED, CREATING ARTICLE XVII, BROKEN ARROW DRAINAGE ADVISORY COMMITTEE, SECTION 2-235, CREATED, SECTION 2-236, APPOINTMENTS, SECTION 2-237, REMOVAL OF OFFICE, SECTION 2-238, ORGANIZATION, SECTION 2-239, DUTIES, SPECIFICALLY ESTABLISHING THE BROKEN ARROW DRAINAGE ADVISORY COMMITTEE, REPEALING ALL ORDINANCES TO THE CONTRARY; AND DECLARING AN EMERGENCY

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BROKEN ARROW:

SECTION I: The Broken Arrow Code is hereby amended to create Article XVII, Section 2-235, Broken Arrow Drainage Advisory Committee and following to read as follows:

ARTICLE XVII. BROKEN ARROW DRAINAGE ADVISORY COMMITTEE

Sec. 2-235. Created.

There is hereby created an agency of the City to be known as the Broken Arrow Drainage Advisory Committee, which shall consist of seven (7) members. Each City Council Member is entitled to nominate one appointment, subject to confirmation by a majority vote of the entire membership of the council. At least two members of the Committee shall be Broken Arrow City Council members, nominated by the Mayor, and subject to confirmation by a majority vote of the entire membership of the council.

Sec. 2-236. Appointments.

Appointment shall be made for terms of four years. Appointed member of the Broken Arrow Drainage Advisory Committee, shall serve without compensation, and shall not hold or be candidates for an elective public office, other than the City Council representative to the Board.

Sec. 2-237. Removal from office.

Members of the Broken Arrow Drainage Advisory Committee shall be removed only for cause as provided in the Oklahoma Constitution and state laws for the removal of municipal elected officers and any City Ordinance governing boards, commissions, trusts or other agencies whose membership is appointed or confirmed by the City Council.

Sec. 2-238. Organization.

The Broken Arrow Drainage Advisory Committee shall adopt rules for conducting its meetings and shall elect a Chairperson and Vice-Chairperson from among its members and a Secretary shall serve at the request of the Broken Arrow Drainage Advisory Committee. The Broken Arrow Drainage Advisory Committee shall hold at least one regularly scheduled meeting each quarter. All meetings shall be open to the public as provided by the Laws of Oklahoma.

Sec. 2-239. Duties.

The Broken Arrow Drainage Advisory Committee shall:

- (a) Develop and recommend to the City Council potential drainage projects that comply with the requirements of state statutes regarding Proposition 6 of the 2018 General Obligation Bond program;
- (b) Advise the City Council regarding public benefits of the individual recommended projects;
- (c) Advise the City Council of the anticipated project costs and proposed priorities for recommended projects;
- (d) Make written reports to the City Council of its activities from time to time as the Board deems advisable or upon City Council request, but no less than annually;
- (e) Perform such other duties as may be established by ordinance or assigned by the City Council.

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 the time of its passage and approval.

PASSED AND APPROVED and the emergency clause ruled upon separately this 6th day of August, 2019.

ATTEST:

(SEAL) CITY CLERK

APPROVED:

CITY ATTORNEY



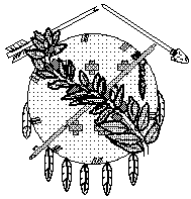
VICE MAYOR

2018 GENERAL OBLIGATION BOND PROGRAM
FINAL PUBLICATION JUNE 21, 2018, REV. 0

PROJECT INVENTORY					
No.	Category	Project Description	Cost	Comments	Identification
Proposition No. 6 - Drainage Projects Named in the Bond Program					
1	Drainage	Drainage improvements in Adams Creek Basin-channelization, bank stabilization, detention, clearing of drainageway	\$ 1,000,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Named
2	Drainage	Drainage improvements in Broken Arrow Creek Basin- channelization, bank stabilization, detention, clearing of drainageway	\$ 1,000,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Named
3	Drainage	Drainage improvements in Haikey Creek Basin- Channelization, bank stabilization, detention, clearing of drainageway	\$ 1,000,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Named
4	Drainage	Drainage improvements in Elm or Aspen Creek Basin- Channelization, bank stabilization, detention, clearing of drainageway	\$ 850,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Named
Total Named			\$ 3,850,000	Percentage Named	70.0%
Proposition No. 6 - Drainage Projects Unnamed in the Bond Program					
1	Drainage	Drainage Improvements in Adams Creek Basin	\$ 500,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Unnamed
2	Drainage	Drainage Improvements in Broken Arrow Creek Basin	\$ 500,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Unnamed
3	Drainage	Drainage Improvements in Haikey Creek Basin	\$ 500,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Unnamed
4	Drainage	Drainage Improvements in Elm or Aspen Creek Basin	\$ 150,000	Channelization, bank stabilization, detention, clearing of drainageway, conveyance imp.	Unnamed
Total Unnamed			\$ 1,650,000	Percentage Unnamed	30.0%
Total Drainage Proposition			\$ 5,500,000	Percentage of Total Bond Program	2.6%

Adopted by City Council: June 6, 2018

Reviewed by KDS



City of Broken Arrow

Request for Action

File #: 19-1235, **Version:** 1

Broken Arrow Drainage Advisory Committee
Meeting of: 09/30/2019

Title:

Discussion regarding the recommendation process for the Drainage Advisory Committee

Background:

Staff will present potential alternatives on an application review process.

Cost: None

Funding Source: N/A

Requested By: Kenneth D. Schwab, P.E., CFM, Assistant City Manager - Operations

Approved By: City Manager's Office

Attachments: Draft Application
Draft Project Report
Proposition No. 6 Potential Project list


Recommendation:

As the Committee directs.

Drainage Advisory Committee



PROPERTY DAMAGE CLAIM FORM	
DATE:	
OWNER NAME:	
PHONE NUMBER:	
EMAIL ADDRESS:	
OWNER MAILING ADDRESS:	
ADDRESS OF PROPERTY WITH DRAINAGE PROBLEM:	
LOCATION OF DRAINAGE ISSUE ON PROPERTY:	

DESCRIPTION OF PROBLEM: (*PHOTOS SHOULD ACCOMPANY APPLICATION)		
		
Signature:		

RETURN TO CITY MANAGER'S OFFICE, 220 S. 1ST St. Broken Arrow, OK 74012

Drainage Advisory Committee



PROJECT REPORT

DATE:	
NAME	
ADDRESS / LOCATION	
WATERSHEAD	
ESTIMATE	

DESCRIPTION	
<div>DRAFT</div>	
BENEFIT	
RECOMMENDATION	
COMPLETED BY:	DATE:

GO BOND PROJECT LIST

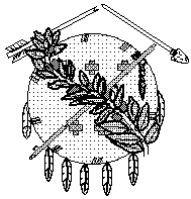
Watershed - Haikey, Aspen\Elm, Broken Arrow, Adams								
Council District 1 - Wimpee, 2-Thurmond, 3-Gillespie, 4-Eudey, At-Large Parks								
Priority Levels: Low, Moderate, High, Critical								
Proposition No. 6 - Drainage Projects (private ponds or floodplains, street or ROW drainage, green infrastructure, misc. projects)								
Project Name	Description	Prop	S-T-R	Watershed	Subdivision(s)	Council District	Priority Level	Budget
Aspen Pond Storm Sewer imps.	storm sewer imprvmts	6	221814	Haikey	Aspen Pond	3	Completed	
Village Square II & Vandever Acres Drainage Imps.	Storm sewer and channel improvements in residential area	6						\$400,000
Arrowwood Estates Drainage Imps.	Culvert imps. Floodplain grading, flooding mitigation	6						\$500,000
Haikey Creek MDP (Unnamed)	Master Drainage Plan for Haikey Creek\White Church Creek Basin	6	Various	Haikey	N.A.		Low	\$500,000
Glade Crossing Storm Sewer imps.	storm sewer improvements on interior of subdivision	6						
W. Br. BA Creek - Erosion @ Parsons Land	erosion repair in natural creek on Parsons and BAPS property	6						
Cov. Creek Flood Storage Area imps.	pond and floodplain overbank erosion repair, pond fountain, imps.	6						
Park Grove Creek between Elm and RR	erosion repair, tree and debris removal in creek area	6						
Rushbrooke floodplain erosion repairs	creek sloughing repair, bank stabilization	6						
Charleston Crossing Apartments Channel	Tree and debris removal							
E. Br. Aspen Creek - Jasper to Woodmeadow	Tree and debris removal, erosion repair							
Elm Creek - Jasper to Decatur	Tree and debris removal, erosion repair							
Indian Springs Manor Concrete Channel Repair	Private concrete channel repairs, debris removal							
Haikey Creek Near Union West	Creek erosion repair on Kenosha Commerce Center Reserve Area							
Channel From Houston to Commercial near 3rd	Concrete repair, debris removal, erosion repair							
Turtle Creek Stream Restoration @ Wedgewood	Address failed concrete channel, tree and debris removal							
E. Br. Haikey Creek from Aspen to Beech	Creek bend erosion repair, tree and debris removal							
Vandever Acres 6th Concrete Channel	Imrpove channel conveyance, tie in storm sewers, channel repair							
E. Br. Haikey Creek - Central Park to Elm	Tree and debris removal, channel improvements on private parcels							
Elm Ave. Drainage imps. near Seiling Park	Creek culvert upgrade, street drainage imprvmts. near Greeley							
N.E.E.D.A Detention Facility imps.	Erosion repair, siltation removal, access improvements, repairs							
Washington Lane Detention Facility imps.	Erosion repair, access improvements, repairs, fountains							
6100 Center Channel	Fabriform private channel repairs							
Houston Street culvert upgrade @ Haikey Creek	provide 100-year cross street culvert							
	permanent access improvement to access large cross street culvert							
Washington Street Haikey Creek access imps.	RCB							
Florence St. culvert upgrade @ Haikey Creek	provide 100-year cross street culvert							
White Church Creek Regional Detention Facility	Regional Detention Facility @ new park location north of Florence							
Horseshoe Acres Floodplain Prop. Acquisitions	Multiple homes in Floral Haven Creek floodplain and floodway							
Olive Avenue Culvert Upgrade @ Olive Creek	provide 100-year cross street culvert							
Country Aire Drainage Improvements Study	Study storm sewer alternatives to current driveway conveyance system							

GO BOND PROJECT LIST

Oak Crest Third Channel S. of Richmond St.	Debris removal, channel upsizing and armoring							
Elm Avenue and Greeley Street Culvert Work	Upgrade existing cross street culvert							
Downtown Small Drainage Basins Studies	Prepare H&H data and channel and culvert improvements study							
Misc. Stream Gauges Network	Stream\rainfall gauges at critical locations for early flood warning							
Aspen Creek Towne Center Drainage imps.	Potential detention or roadway culvert for development area							
Middle Aspen Creek Eros. Repair\Channel imps.	Potential channel work downstr. from Stone Horse & Iron Horse Ranch							
Indian Springs Soccer Complex Pond imps.	Pond rehabilitation of pond immediately south of Bentley Village II							
Southwest Expressway Drive culvert imps.	Upsize cross street RCB at Middle Branch Haikey Creek							
Middle Br. Haikey Creek Erosion Repair	Erosion repair at City Park property @ Woodland Park @ Asp. Creek							
Wedgewood subdivision storm sewer imps.	upgrade of approximate 10 year storm system in areas							
Aspen Pond pond connector pipe upgrade	Improve current chokedown between the two wet ponds							
Country Aire Park potential regional detention	route down flows that drain to Hyams project undersized storm sewer							
Events Park Pond Spillway\Detention imps.	Repair existing spillway and add improvements for detention routing							
Aspen Creek Eastern Tributary Study	Re-evaluate hydrology and hydraulics impacts from Tucson to ISCC							
Castlegate Pond Improvements\Wall Repair	evaluate pond walls and determine if proactive maint. needed							
Jackson Park Pond Spillway Repair	spillway and trail repairs							
Buford Park Pond and Floodplain imps.	Maint. trail to walls, pond maint. and walking trail, water quality imps.							
Shops at Aspen Creek Floodplain imps.	City owned floodplain access trails, erosion protection, etc.							
Haikey Creek Watershed and Creek Name Signs	Professionally designed signs for educational and outreach purposes							
Indian Springs Sports Complex Floodproofing	Study on whether floodproofing is necessary for City infrastructure							
Indian Springs Estates 4th Flood Mitigation Study	Study to determine public or private imps. for 500 year flood mitig.							
Arkansas River Flooding Updated Action Plan	Update past efforts on flood impacts and response plan							
Arkansas River Overbanks Area Mgmt. Plan	Evaluate mouth of Haikey Creek @ Ark River for flood\envmt. Mitig.							
Country Lane Estates Channel Project	Construct consistent channel on multiple residential yards							
Bass Pro Shops Lakes imps.	Any necessary repairs or preventative maintenance							
Stoney Creek Events Center Channel imps.	Stream restoration, aesthetic channel improvements							
Commercial Street Detention Facility	Detention facility and storm sewer improvements							
Main and Mason Detention Facility imps.	Forebay area, improved access, water quality improvements, etc.							
BA Heights 4th Storm Sewer Improvements	At discharge from Urbana Park near Date							
Arrowhead Park Detention Study\Imps.	Evaluate ponds for detention effectiveness, potential improvements							
Creek area imps. behind Stormwater Yard	erosion repair, channel improvements, debris removal etc.							

GO BOND PROJECT LIST

Misc. salt storage area perm. containments	potential containment, structural BMPS for facility on 1st Place							
W. Branch BA Creek Culvert at New Orleans	Construct 100 year cross street culvert							
Hidden Springs Storm Discharge Imps.	Improve residential lot city owns where large discharge has eroded							
Haikey Creek Storm Sewer Atlas	atlas of public stormwater conveyance systems							
Drainage Projects (private ponds or floodplains, street or ROW drainage, green infrastructure, misc. projects)								
Project Name	Description	Prop	S-T-R	Watershed	Subdivision(s)	Council District	Priority Level	Budget
Elm Creek Storm Sewer Atlas	atlas of public stormwater conveyance systems							
Broken Arrow Creek Storm Sewer Atlas	atlas of public stormwater conveyance systems							
Adams Creek Storm Sewer Atlas	atlas of public stormwater conveyance systems							
Ray Harral Nature Park Green Infrastructure	Pervious pavement, wetlands educational signage, wetlands imp							
Nienhuis Park Drainage Imps.	Standing water repair, pond imp, etc.							
City concrete channel south of BAHs repair	evaluate to determine if concret repairs or replacements needed							
Willis property channel S. of BAPS Elementary	Abandoned channel repair to repair ongoing beaver dam issues							
Carousel Concourse Detention Pond imp.	Potential embankment work to re-classify OWRB dam status							
Tucson culvert imp 9th to 23rd	Upgrades of 2 floodplain culverts to 100 year culverts							
Camp Russell Lake Detention Retrofit	Peak flow reduction to benefit downstream properties							
BA Creek Erosion Repair @ Elmwood Estates	creek erosion repair near homes or public roads							
Public Safety Training Facility Imps.	Fire training area containinment, green infrastructure, channel imp.							
Kenosha St. drainage imp. Turnpike to Midway	address flooded lanes on street by adding storm sewers where can							
School Creek culv. @ Kenosha to 100 year sys.	provide 100-year cross street culvert							
Covington Creek Detention adj. dev area imp.	provide grading and storm sewer imp. to ready site for future dev.							
Trash Truck Parking pavement rehab	construct pervious pavement system for stormwater quality purposes							
Battle Creek Lake repairs	inspect outlet structure and lake, determine if repairs reqd.							
Storm Sewer Imps. Rhoades Det. To Main St.	Replace borrow ditch and open channel with piped system							
Bristol Ponds\Linear Park Erosion Repairs	Pond erosion near back yards and creek erosion near trails							
Adams Creek Det. Facility @ Fair Oaks Annex.	Potential regional detention facility on north overbank Adams Creek							
Storm Sewer Imps. L20B6 Stonewood Crossing II	Backyard flow conveyance imp. to detention pond							
Central Park Estates Third Storm Imps.	Storm sewer upsizing at stret sump near 904 South Lions							
Forest Creek Patio Homes Creek Erosion Repair	W Branch Haikey Creek erosion near NW portion of detention pond							
Waterford Park Channel Imps.	Erosion repair of natural channel in WPI and WP2							
College and 14th Street Drainage Imps.	Storm sewer to convey flows from College to Carosuel Concourse Pond							
The bond total for the named drainage projects is \$3,850,000. The bond total for the unnamed drainage projects is \$1,650,000. Total is \$5,500,000.								
All drainage projects must be in the Adams Creek, Broken Arrow Creek, Haikey Creek, and Aspen\Elm Creek Basins.								



City of Broken Arrow

Request for Action

File #: 19-1236, **Version:** 1

Broken Arrow Drainage Advisory Committee
Meeting of: 09/30/2019

Title:

Consideration, discussion, and possible approval of future meeting dates and times

Background:

The Committee will discuss future meeting dates and times.

Cost: None

Funding Source: N/A

Requested By: Kenneth D. Schwab, P.E., CFM, Assistant City Manager - Operations

Approved By: City Manager's Office

Attachments: None

Recommendation:

As the Committee directs.