



**City of Broken Arrow**  
**Minutes**  
**Downtown Advisory Board**

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

*Chairperson Ernest Redwine*  
*Vice Chair Lee Whelpley*  
*Member Mike Barron*  
*Member Michelle Bergwall*  
*Member Greg Graham*  
*Member Kelley Rash*  
*Member Mike Lester*  
*Member Patsy Terry*  
*Member Amy Leet*

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**Tuesday, July 12, 2016**

**4:15 PM**

**Council Chambers**

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**1. Call to Order**

The Downtown Advisory Board was called to order at 4:15 p.m. by Chairman Ernest Redwine

**2. Roll Call**

**Present**    7 - Michelle Bergwall, Amy Leet, Greg Graham, Patsy Terry, Mike Lester, Lee Whelpley, and Ernest Redwine

**Absent**     2 - Mike Barron, and Kelley Rash

**3. Consideration of Consent Agenda**

**A.     [16-653](#)     Approval of Broken Arrow Downtown Advisory Board Meeting Minutes of April 12, 2016**

A motion was made by Patsy Terry, seconded by Amy Leet, that this Consent Item be Approved. The motion carried by the following vote:

**Aye:**        5 - Michelle Bergwall, Amy Leet, Patsy Terry, Lee Whelpley, and Ernest Redwine

**Absent:**    2 - Mike Barron, and Kelley Rash

**Abstain:**   2 - Greg Graham, and Mike Lester

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

None

**5. General Board Business**

**A.     [16-777](#)     Consideration and possible action regarding PUD 251, Land Run Brands, 0.48 acres, DM, southwest corner of Jackson Street and Main**

### **Street at 904 S. Main Street**

Due to a conflict of interest, Mike Lester and Ernest Redwine recused themselves from this case. Both gentlemen left the room.

Michael Skates, Development Services Director, presented the case. He said PUD 251, Land Run Brands, was located on the southwest corner of Jackson and Main Streets. The applicant was requesting a planned unit development. There is currently a one-story building on the property and they wished to add a one-story addition, decrease the minimum lot coverage to 35%, allow the existing on-site parking to remain, not require additional landscaping requirements, and no minimum building frontage.

The applicant, Daniel Housley, agreed with staff recommendation. He said his was an e-commerce business. The existing building would house the offices and the proposed warehouse facility will be for additional storage. They sell outdoor supplies, and flashlights, etc. Staff was recommending approval of this case.

A motion was made by Michelle Bergwall, seconded by Amy Leet, that this General Business be Recommended for Approval. The motion carried by the following vote:

The case will be heard by the Planning Commission on Thursday, July 14th, at 5:00 p.m. Mike Lester and Ernest Redwine returned to the Board.

**Aye: 5 - Michelle Bergwall, Amy Leet, Greg Graham, Patsy Terry, and Lee Whelpley**

**Absent: 2 - Mike Barron, and Kelley Rash**

**Recused: 2 - Mike Lester, and Ernest Redwine**

**B. [16-759](#) Consideration and possible action regarding BAZ 1959, The Oaks Off Main, 0.96 acres, R-3 to DM, north of Commercial Street between Cedar Avenue and Birch Avenue**

Due to a conflict of interest, Amy Leet left the room.

Michael Skates presented the case stating this property was being rezoned from R3 to DM zoning for single family attached residences to be located on the northwest corner of Commercial and Birch Streets. City staff previously presented this case to the Downtown Coordinating Committee. The Committee recommended some changes which have been incorporated into this proposal. This case will be heard by the Planning Commission.

The applicant, Bill Leet, spoke in favor of the case. He described this project noting there will be twelve, two-bedroom, two-bath units, that will face Commercial Street. There are also four, four-bedroom, three-bath units; two

that face Birch and two that face Cedar. There will be two-car garages for each unit and also be on-street parking along Commercial. Additional onsite parking will be on the north side of the property. Each two-bedroom unit is approximately 1,400 square feet and the four-bedroom unit is approximately 2,200 square feet in size. These units will be individually owned and there will be a homeowners association.

A motion was made by Lee Whelpley, seconded by Michelle Bergwall, that this General Business be recommended for approval. (Amy Leet returned to the meeting after the vote was taken.) The motion carried by the following vote:

**Aye: 6 - Michelle Bergwall, Greg Graham, Patsy Terry, Mike Lester, Lee Whelpley, and Ernest Redwine**

**Absent: 2 - Mike Barron, and Kelley Rash**

**Recused: 1 - Amy Leet**

**C. [16-654](#) Presentation and discussion of the Downtown Main Street Streetscape - Phase IV project**

Jeff Bigby, Acting Director of Engineering & Construction Department presented this case. He gave the presentation on Phase 4 of the Downtown Main Street Streetscapes, noting the beginning and progression dates of this project. The bid opening occurred earlier today and he hoped to present the construction contract award to City Council for final approval on July 19th. The notice to proceed is preliminarily scheduled for August 8th. The project should be completed by February of 2017. This project starts just south of the railroad tracks at Galveston Street and proceeds north to Detroit Street, but includes a gateway feature at Kenosha and Main, in front of the new Rib Crib.

There will be new raised medians on Main Street near Galveston and intersection improvements at Ft. Worth. In front of the Farmers Market, there will be similar improvements to ones previously done in the Phase III project. A mid-block crossing is proposed between El Paso and Dallas and also between College and Detroit. A signal is proposed for El Paso Street.

On the interactive water feature at the Farmers Market, all demolition is complete. Some materials, such as the bricks, have been salvaged and are in storage waiting to go back into the Farmers Market after the fountain construction is complete. Storm piping and over excavation is now complete. A good portion of the underground work is now also done. They anticipate completion of the project in mid September.

This General Business was informational only - no action required or taken.

**D. [16-649](#) Presentation, discussion and update on activities and new business**

**development in the Rose District, to include upcoming speaking engagements, as introduced and presented by a representative from the Broken Arrow Economic Development Corporation**

Warren Unsicker gave this business development update saying several new businesses have opened in the Rose District. He said Malley White and a Wells Fargo Advisors recently opened in the Allstate building, and Urban Charm opened on North Main Street. The businesses that will open within the next four to six weeks include Roll-o's Bakery, Sherry Ann's Tutorial which is an Italian restaurant, a winery, a furniture store, and a baby boutique. From a retail lease prospective, the Rose District is nearly full. There is only one space available at the Allstate building, another behind the Hollow Tree and one space near the spa north of Broadway.

They are working through the RFP process for design ideas for the 305 North Main Street property.

Mr. Unsicker gave a summary of his recent speaking events and publication efforts.

This General Business was informational only - no action required or taken.

**E. [16-656](#) Presentation, discussion and update on Rose District Farmer's Market activities and special events scheduled in the Rose District**

Vaunda Olivera, Event Coordinator, made this presentation. She said the Farmers Market opened on April 23rd, and it was well attended, with approximately 43 vendors participating. She spoke of a recycling event saying over 2,500 pounds of computers, televisions, etc. were recycled.

Mrs. Olivera listed the recent and upcoming events in the Rose District.

This General Business was informational only - no action required or taken.

**6. Adjournment**

A motion was made by Greg Graham, seconded by Amy Leet, that this be Accepted. The motion carried by the following vote:

**Aye: 7 - Michelle Bergwall, Amy Leet, Greg Graham, Patsy Terry, Mike Lester, Lee Whelpley, and Ernest Redwine**

**Absent: 2 - Mike Barron, and Kelley Rash**