



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

Tuesday, August 9, 2016	4:15 PM	Council Chambers
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1. Call to Order

2. Roll Call

Present 7 - Michelle Bergwall, Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent 2 - Mike Barron, and Mike Lester

3. Consideration of Consent Agenda

A. [16-928](#) Approval of Broken Arrow Downtown Advisory Board Meeting Minutes of 7/12/16

A motion was made by Michelle Bergwall, seconded by Amy Leet, that this Consent Item be Accepted. The motion carried by the following vote:

Aye: 6 - Michelle Bergwall, Amy Leet, Greg Graham, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

Abstain: 1 - Kelley Rash

4. Consideration of Items Removed from Consent Agenda

5. General Board Business

A. [16-938](#) Presentation, consideration, discussion, and possible recommendation to approve an Economic Development Agreement with Orchard Properties for the sale of approximately 5.0878 acres of real property located on the North Side of Tiger Hill, generally located at the southwest corner of Kenosha Street (71st Street) and Lynn Lane (9th Street)

Norm Stephens presented the background for the Tiger Hill property. The usable land is now just over 5-acres. A buyer submitted an offer to purchase 5.078 acres of Tiger Hill for \$11.50 per square foot; for a total of \$2,548,687.50. On July 5, 2016, Mr. Stephens approached City Council in Executive Session to consider an economic development agreement and to provide an appraisal for the property. In Open Session, Council directed the City Manager to begin negotiations for an economic development agreement for the area. The proposed agreement should result in increased city sales tax receipts and ad valorem revenue.

Brian Hendershot, the developer; Weldon Bowman, W Design, the architect for the project; and Steve Walman, the broker, were all present for the meeting. Mr. Bowman said they were proposing four lots for the property. Lot Three would be for retail and restaurant development. Lot Two will be prepared for a pad-ready restaurant. There are no immediate plans for Lot One. On Lot Three, building one is approximately 11,620 square feet, building two is approximately 20,110 square feet for a total of 31,730 square feet. For Lots Two and Three, they anticipate approximately 19,000 square feet of restaurant space, and 15,400 square feet of retail sales space. He discussed access to the site and parking diagrams, sidewalks, outdoor seating, and green space. Einstein Bros. Bagels, Nutrify, and Rvvd Fitness would all go into the development. They provided photos of the similar types of construction they anticipate for the development.

Ernest Redwine asked what were the plans for the Lot Four and Mr. Stephens advised the City would retain ownership of this area which includes the wall and a small portion for access for maintenance purposes.

Michelle Bergwall asked what the zoning was and if there was a PUD in place. Mr. Bowman advised there was a PUD in place and currently a minor amendment to this PUD was in process.

Michael Skates said the zoning was CH, with a PUD. A minor amendment would be heard by the Planning Commission on Thursday along with a lot split and lot combination of Lot Four. A small portion of land on the south end of Lot Three which tied into FlightSafety, will be split off and added to Lot Three for accessibility. The developers will look at amending this in the future to add an additional access point onto Kenosha.

Amy Leet asked for the status of the wall construction for the entire corner. Kenneth Schwab, Assistant City Manager, said the design is nearing completion for a wall in front about 14 feet in height at the highest point. They are fine tuning these plans.

Mr Schwab said one access point was approved for the north side of the property through the platting process, near Lot Two. To add a second entrance would require an amendment to the plat. This would include looking at setbacks to the intersection and compliance with the Zoning Ordinance. Center raised medians would only be installed if

required by ordinance.

Regarding Lot One, there has been some interest expressed by a non-restaurant type retailer. That lot could either be retail or a restaurant.

The entire permitting and construction process will require a minimum of eighteen months for a "white-box" finish.

A motion was made by Michelle Bergwall, seconded by Greg Graham, that this General Business be approved. The motion carried by the following vote:

Aye: 7 - Michelle Bergwall, Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

B. [16-912](#) Consideration and possible recommendation for approval of a new single family residence, 0.16 acres, R3, located at 307 W. Detroit Street, three blocks west of Main Street, west 20-feet of lot 4, Lot 5, and the east 5-feet of Lot 6, Block 28, Original Township of Broken Arrow

Michael Skates presented this case saying this was a request for a single family residence at 307 West Detroit Street. He showed the site plan for the property. There will be a rear garage and proposed building materials are brick and hardy board, with a gray heritage white trim. The current zoning is R-3 and this case meets the criteria of the Zoning Ordinance. Staff has recommended a four-foot sidewalk. Staff recommends approval of this case. The applicant was present for this meeting.

Charles Sanders, the applicant, said this was a one-story building with 1,572 square feet without the three-car garage or porches.

A motion was made by Amy Leet, seconded by Michelle Bergwall, that this General Business be Approved, per the Staff report. The motion carried by the following vote:

Aye: 6 - Michelle Bergwall, Kelley Rash, Amy Leet, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

Abstain: 1 - Greg Graham

C. [16-925](#) Consideration and possible approval to recommend a new single family residence, to be located at 310 E. Freeport Street, between Second Street and Third Street, west 90 feet of the south 140 feet of Block 3, College Addition

Michael Skates presented this case saying this was a request for a single family residence at 310 East Freeport Street, in the College Addition. It will be approximately 3,000 square foot, one-story residence, with a street-loaded garage. Building materials

will be a green colored wood siding and brick, tan trim, with a composite shingle roof. This structure does fit in with surrounding properties and is in compliance with the Zoning Ordinance. The Downtown Coordinating Committee has reviewed this proposal. A four foot sidewalk will be installed.

A motion was made by Michelle Bergwall, seconded by Patsy Terry, that this General Business be Approved, per the Staff report. The motion carried by the following vote:

Aye: 6 - Michelle Bergwall, Kelley Rash, Amy Leet, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

Abstain: 1 - Greg Graham

D. [16-905](#) Consideration and possible recommendation for approval of a new single family residence, 0.16 acres, R3, located at 501 S. Cedar Avenue, on the southeast corner of Cedar Avenue and Fort Worth Street, Lots 9, 10, 11, 12, Block 11, Homestead Addition to Broken Arrow

Michael Skates presented this case saying this was a request for a single family residence at 501 South Cedar Avenue. Staff has worked for two years on this project with the applicant. Recently the applicant applied for the building permit. This will be a 1,400 square foot residence built with cedar shake siding, composite shingle roof and tan trim. There will not be a garage, but access will be taken from Cedar Avenue. There is a small porch and patio included. The residence is in compliance with the Zoning Ordinance. The applicant, Mr. Whitaker, was present.

Amy Leet asked why they weren't building a garage and why no brick was being used. According to the Downtown Overlay Committee, not all houses in the area have brick, and this was an opportunity to construct a smaller residence.

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

Aye: 6 - Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

Abstain: 1 - Michelle Bergwall

E. [16-903](#) Consideration and possible recommendation for approval of a new single family residence, located at 310 E. Elgin Street, between Second Street and Third Street, East half of Lot 8, Lot 9, Block 6, College Addition

Michael Skates presented this case saying this was a request for a single family detached residence at 310 E Elgin Street. It will be 2,622 square foot one-story detached

residence. The property is zoned R-3. Building materials will be wood siding, composite roof, and white trim. There will be a porch. The case is in compliance with the Zoning Ordinance and the Coordinating Committee. The applicant is present.

A motion was made by Michelle Bergwall, seconded by Patsy Terry, that this General Business be Accepted. The motion carried by the following vote:

Aye: 7 - Michelle Bergwall, Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

F. [16-880](#) Presentation and discussion of the Center for Arts, Innovation and Creativity Request for Proposal Project

Lori Hill presented this update for the Creative Arts Center. The City is jointly working with Arts OK/Regional Arts Alliance on the Creative Arts Center that will be located in the Rose District in downtown Broken Arrow, on the southwest corner of Dallas and Main Street. The advisory committee created a subcommittee that includes city staff, advisory committee members, a member of the DAB, Patsy Terry, who is also a Main Street Merchant. They have been tasked to hire an architect to design the facility. They first sent out letters of interest to professional architects in the area. They received 24 letters of interest. The subcommittee then sent out request for proposals (RFP); from which they received 14 RFP's. The subcommittee reviewed these proposals with a scoring process, with a goal of taking it down to a workable list of four or five applicants for interviews. They anticipate scheduling these interviews the fourth week in August. This project will be funded through Vision 2025 surplus funds, public building proposition from the 2014 bond, and private donations. Because public funds are being used, they must comply with the Oklahoma Competitive Bidding Act.

The proposed building will be approximately 15,000 to 30,000 square feet in size. It will be two stories with the capacity to expand to three stories at a later time. Exterior materials will be compatible with other structures in the Rose District. The building will house studios, galleries, classrooms, workshops, and performance venues for visual arts. City staff will present the subcommittee's recommendation of the architectural firm they wish to choose to the DAB at the September 13, 2016 meeting. This recommendation will direct the subcommittee to present the contract for the architectural firm to City Council at the second meeting in September or the first meeting in October.

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

G. [16-929](#) Presentation and possible discussion of Tax Increment Financing (TIF) and Ad Valorem Revenues and Financing

Norm Stephens gave the update on the Tax Increment Financing and Ad Valorem Revenues and Financing. He said the City is responsible for a \$13,500 TIF District that

encompasses the square mile from Kenosha to Houston and Elm Place to 9th Street. This TIF will be paid off by a combination of new property taxes generated by the TIF and new sales taxes in the TIF area.

Downtown area sales taxes collected for April, May June, 2015 totaled \$56,646.44. Sales taxes collected in April, May, June, 2016 totaled \$93,716.33. Ad Valorem Taxes collected in April, May, June, 2016 was \$73,129.52. Ad Valorem Taxes collected in April, May, June, 2015 were \$313,083.38. Principal paid in 2016 is \$1,125,000.00 and Total Debt Service paid is \$2,147,911.32.

Michelle Bergwall asked if they would be paying off the TIF early, and Mr. Stephens said there was no benefit to an early payoff.

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

Kenneth Schwab informed the Board that a new Engineering & Construction director, Alex Mills, was hired by the City of Broken Arrow.

Jeff Bigby provided an update on the interactive water feature at the Farmer's Market. He showed pictures of the project including seat walls. Norm Stephens said seat walls were needed as a barrier to prohibit vehicles from driving over the water feature, which would cause huge amounts of damage. He also said using this seating versus bollards was more aesthetically pleasing.

Michelle Berwall asked if they would be adding maple leaves to the seats to stop skateboarding. Mr. Stephens advised they would be added. Mr. Bigby said the scheduled completion date was September 19th.

The water feature will need to be shut down during the winter months to avoid damage from frozen pipes. They will continue to provide light shows throughout the year.

Mr. Schwab said the contract for the Streetscapes Phase IV has been bid and the contract was awarded to TriStar Construction. The signed contract and bonds are expect by August 15th. Work will be phased and the public will be notified well in advance of this schedule. He anticipates the pre-work construction meeting will be on August 17th and actual construction will commence on approximately September 1st. They have a 150-day construction period. With allowances for weather, Mr. Schwab hopes the entire project will be completed early in February 2017.

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

6. Adjournment

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

Aye: 7 - Michelle Bergwall, Kelley Rash, Amy Leet, Greg Graham, Patsy Terry, Lee Whelpley, and Ernest Redwine

Absent: 2 - Mike Barron, and Mike Lester

NOTICE: