



City of Broken Arrow

Minutes

Elm and New Orleans Advisory Committee

Chairperson Roy Wood

Vice Chair Chase Elkins

Member Tatum Adams

Member Jim Beavers

Member Fred Dorrell

Member Karla Dyess

Member Scott Eudey

Member Christi Gillespie

Member Danny Miller

Member Mindy Payne

Member James Ring

Member Lee Whelpley

Thursday, September 19, 2019

Time: 6:00 p.m.

**Broken Arrow Nazarene Church
401 W. New Orleans**

1) Roll Call

On September 19, 2019 at approximately 6:00 p.m. Chairperson Roy Wood called the meeting to order and roll call was conducted.

Present: Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood

Absent: Jim Beavers, Scott Eudey

Support Staff: Kenny Schwab, Tammy Ewing, Larry Curtis, Farhad Daroga, Amanda Yamaguchi, Jason Claunch (Catalyst), Lisa Blackford, Curtis Green, Sarah McDaniel, Kelly Hawver, Cindy Arnold

2) Open Meetings Act and Open Records Act training

Assistant City Attorney Tammy Ewing reported the Open Meetings Act required public bodies to conduct business at public meetings; this was the Sunshine Law. She explained it required all business to be conducted out in the open so the public was aware of public body activity. She recommended the Committee follow all regulations for governmental bodies. She explained what was considered as "conducting business." She indicated as there were twelve Committee Members, if six or more Committee Members got together to discuss business, it was considered a violation of the Open Meetings Act. She explained "getting together" was defined as meeting in person, meeting by phone, email or other electronic means. She encouraged the Committee not to discuss business outside of the Committee with more than a few others. She explained if one Committee Member made six different phone calls to six different Committee Members to discuss business, this was considered a violation of the Open Meetings Act. She stated the Committee Members should not discuss Committee business with Members of the Planning Commission or City Council; if the City Council or Planning Commission wished for an update from the Committee, the Committee could make a presentation to the City Council and Planning Commission.

Assistant City Attorney Ewing reported the Open Records Act required the City to disclose records of public officials and employees. She stated a public official would be a City Councilor, Planning Commissioner, etc. and City employees were individuals employed by the City. She explained any communication with a public official or City employee could

become an open record. She stated that, if discussing legal business, City Attorney can assert attorney- client privilege. If it's not legal business, the privilege doesn't apply.

She stated violations of the Open Meetings Act and the Open Records Act were both misdemeanors. She discussed possible penalties for the misdemeanors.

Chairperson Wood stated we are here for the benefit of the community and being open to them is the right thing to do. He thanked Farhad for being the point to communicate.

3) Meeting procedure basics

Assistant City Attorney Ewing reviewed meeting procedure basics including, item review, presentation, discussion, motions, seconds, and clarifying discussion regarding a motion. She encouraged the Committee to feel free to ask when a motion was appropriate and/or how to word a motion. She noted if a Committee Member wished to add an item to the agenda, said Committee Member only had to email a request to Chairperson Wood; a motion was not required to add an item to an Agenda. She discussed proper motion form, tabling a motion versus continuing a motion, not using the word "table," seconding a motion, seconding a motion not necessarily indicating approval of a motion, voting for a motion, "abstain" being the equivalent to a "no" vote, and not voting if there was a conflict of interest. She encouraged the Committee Members to discuss possible conflicts of interest with the City Attorney.

4) Approval of August 29, 2019 meeting minutes

Chairperson Wood asked if there were any corrections, additions or deletions for the August 29, 2019 Meeting Minutes; hearing none, he called for a motion.

MOTION: A motion was made by Christi Gillespie, seconded by Fred Dorrell.

Move to approve the August 29, 2019 Meeting Minutes as written

The motion carried by the following vote:

Aye: 10 - Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood

5) Discussion of Property Ownership Map

Broken Arrow Placemaker Farhad Daroga distributed copies of the Property Ownership Map. He reviewed and discussed the map, the property owners, the different parcels, when the parcels were platted, and the PUDs for the parcels. He noted he would be available for questions during the walking tour.

Committee Member Lee Whelpley asked why the schools were included on the map. Mr. Daroga explained the schools were included as the development of the intersection would affect the schools and churches. He noted schools also generated a lot of traffic.

Mr. Jason Claunch suggested including the vacant lots for consideration as well.

6) Walking Tour Overview

Broken Arrow Community Development Director Larry Curtis gave the Walking Tour overview. He noted it was important for the Committee to see the environment. He stated the tour would be divided into three groups guided by Farhad Daroga, himself and Jason Claunch. He explained no more than five Committee Members could participate in each tour group to prevent forming a quorum.

Broken Arrow Assistant City Manager of Operations Kenny Schwab invited the public to join the Committee Members in the walking tour. He encouraged the members of the public to join Mr. Claunch's group as Mr. Claunch was the most knowledgeable.

7) Recess

At approximately 6:27 p.m. Chairperson Wood called for a motion to recess for the walking tour.

MOTION: A motion was made by Christi Gillespie, seconded by Fred Dorrell.

Move to recess

The motion carried by the following vote:

Aye: 10 - Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood

8) Walking Tour (*participants may tour at their own risk)

9) Reconvene

At approximately 7:43 p.m. Chairperson Wood called for a motion to reconvene the Meeting.

MOTION: A motion was made by Christi Gillespie, seconded by Fred Dorrell.

Move to reconvene the Meeting

The motion carried by the following vote:

Aye: 10 - Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood

10) Roll Call

Chairperson Wood asked for Roll Call to be conducted.

Present: Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood

11) Walking Tour takeaways and discussion

Chairperson Wood asked for Committee comments regarding the walking tour.

Committee Member Danny Miller made comments about the northeast corner and different problems that the city faces. Asked Kenny Schwab what thinks t the hardest area would be and stated that the northeast corner would be more difficult. There's a lot to be done he stated.

Committee Member Karla Dyess noted there was not much green space and poor lighting. She stated the intersection needed beautification.

Committee Member James Ring noted there were safety issues, especially crossing the street at the intersection. He stated it was very important to establish safe crosswalks for this intersection.

Committee Member Tatum Adams commented the corner looked like four different time capsule eras; it was very dated and needed modernization. Business are walking away due to the buildings not being ready to move in. She stated the area was uninviting and difficult to navigate.

Committee Member Chase Elkins stated it was obvious where PUDs were and were not used. He stated he looked forward to bringing a cohesive look to the area. He agreed the area was very dated, incohesive and disjointed. He stated he believed a unified look would help the area, as would overall aesthetic improvements.

Committee Member Lee Whelpley agreed with the other Committee Member's comments. He stated he believed it was overly optimistic to think these improvements could be accomplished in a short period of time. He stated it was important to work with merchants like the Rose District. We need to let the merchants know that it will benefit them. We need more economic growth.

Committee Member Mindy Payne agreed with the previous comments. She stated she wished to see the dumpsters moved and hidden. She noted there was no wheelchair access on sidewalks. She indicated it was important for the area to be wheelchair accessible.

Chairperson Wood stated he was shocked by the lack of parking lot maintenance. He stated the above ground utilities were an eyesore. He agreed Americans with Disabilities Act (ADA) compliance in this area was important.

Committee Member Christie Gillespie stated she believed once the City had taken steps to make the area more presentable the business and property owners would be encouraged to become more involved. She discussed grants, low interest loans, marketing the parcels of land which were currently parking lots, ways to assist and entice business owners to make improvements, and ensuring businesses felt appreciated possibly through grants.

Committee Member Fred Dorrell He noted this would be a challenge. He agreed with the other Committee Members. He stated it was important for the business owners to participate in the project; business owners needed a reason to participate.

Staff Planner Amanda Yamaguchi noted residents were walking through the parking lot as opposed to using the sidewalks and cars were driving through the parking lot as opposed to designated lanes; this was dangerous.

Community Development Director Larry Curtis indicated it was important to move away from "zoning" and focus more on "place-making" for this intersection.

Placemaker Farhad Daroga stated when he was standing in front of Arby's he remembered when Ken's Pizza used to be there. There was a children area and he agreed place-making was important.

Mr. Jason Claunch noted he had the resident group during his tour. He stated three of the five residents on the tour owned businesses on the corner. He indicated he asked why the business owners had chosen this location; the business owners responded the intersection was centrally located and had inexpensive rent. He noted the business owners looked forward to better landscaping, partnering with shopping center owners to improve the façade, and attracting better tenants, hopefully to include a much needed grocery store. He stated the business owners loved the ideas of landscaping, restaurants, and patio spaces.

Assistant City Manager of Operations Kenny Schwab stated the Committee was challenged to think globally, not to dwell on the details. He noted if the Downtown Advisory Board had gotten stuck on the details the Rose District would not exist today.

12) Discussion of other cities' revitalization efforts

Chairperson Wood called for a motion to continue Item 12 until the next meeting.

MOTION: A motion was made by Fred Dorrell, seconded by Christi Gillespie.

Move to continue Item 12 until the next meeting

The motion carried by the following vote:

Aye: 10 - Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood

13) Closing comments

Chairperson Wood thanked the City Planners, as well as Mr. Claunch, Mr. Curtis and Mr. Daroga for leading the walking tours.

14) Confirmation of next meeting date

Chairperson Wood indicated the next Meeting was scheduled for October 3, 2019 at 6:00 p.m.

15) Adjournment

Chairperson Wood adjourned the meeting at approximately 8:03 p.m.

MOTION: A motion was made by Fred Dorrell, seconded by Lee Whelpley.

Move to adjourn

The motion carried by the following vote:

Aye: 10 - Tatum Adams, Fred Dorrell, Karla Dyess, Chase Elkins, Christi Gillespie, Danny Miller, Mindy Payne, James Ring, Lee Whelpley, Roy Wood


Roy Woods, Chairperson
Lisa Blackford, Deputy City Clerk