

BROKEN ARROW DOWNTOWN ADVISORY BOARD
MINUTES
COUNCIL CHAMBERS
220 SOUTH FIRST STREET
BROKEN ARROW, OKLAHOMA 74012
January 13, 2015
4:15 PM

1. Call to Order

Section Minutes: Chairwoman, Jill Norman, called the meeting to order at approximately 4:15 p.m. She welcomed Amy Leet to the Board, advising Ms. Leet was going to fill the remaining term of former member, Joe Cook.

2. Roll Call

Present:	Greg Graham*, Patsy Terry, Lee Whelpley, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman
Absent:	Mike Barron

*Greg Graham arrived at 4:28 p.m.

3. Election of Vice-Chairperson

A. Nomination and Election of Downtown Advisory Board Vice-Chairperson to fill the remaining term of former Vice-Chairperson, Joe Cook

Item Minutes: Lee Whelpley nominated Ernest Redwine for the position of Vice-Chairperson. Kelley Rash seconded the motion.

Motion:	Nominate Ernest Redwine for Vice-Chairperson
Motion by:	Lee Whelpley
Second by:	Kelley Rash
Ayes:	Greg Graham, Patsy Terry, Lee Whelpley, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman
Nays:	None
Abstain:	None

4. Consideration of Consent Agenda

Section Minutes: Chairwoman Norman asked if there were any items to be removed from the Consent Agenda. There being none, she asked for a motion.

Motion:	Move to approve the Consent Agenda as presented
Motion by:	Michelle Bergwall
Second by:	Ernest Redwine
Ayes:	Greg Graham, Patsy Terry, Lee Whelpley, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman
Nays:	None
Abstain:	None

Approval of the meeting minutes of December 9, 2014

Section Minutes: Michelle Bergwall made a motion to approve the minutes of the December 9, 2014. Ernest Redwine seconded the motion.

5. Consideration of Items Removed from the Consent Agenda

Section Minutes: There were no items removed from the Consent Agenda. No action was required or taken.

6. Citizen’s Opportunity to Speak (No action can be taken on items not on tonight’s agenda)

Section Minutes: None.

7. General Board Business

A. Discussion and possible recommendation to City Council of lighting for the Farmers Market Parking Lot

Item Minutes: Mr. Norman Stephens advised Tom Hendrix, Engineering & Construction Department (E&C), would provide information on this case.

Mr. Hendrix provided six different options for lighting of the Farmers Market Parking Lot. With each option, a photograph of the proposed lighting, purchase price of the fixture; if any, and annual maintenance costs were provided. Mr. Hendrix indicated E&C recommended Option #1, Cobra-Head lights with wood poles and overhead power lines because PSO would provide the lights at no cost, and also absorb maintenance cost for power usage. He also noted City Council action would not be necessary if the DAB recommended Option #1.

TIF money could be used if a different option was chosen. Each option, with pros and cons, were discussed. If any option, other than Option #1 was chosen, it will take approximately three months, including the advertising and bid process to complete.

Michelle Bergwall made a motion to recommend Option #4, to City Council. Greg Graham seconded the motion.

Motion:	Recommend Option #4 to City Council for lighting of the Farmers Market Parking Lot
Motion by:	Michelle Bergwall
Second by:	Greg Graham
Ayes:	Greg Graham, Patsy Terry, Lee Whelpley, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman
Nays:	None
Abstain:	None

B. Presentation and Discussion of Tax Increment Financing (TIF) Sales Tax and Ad Valorem Revenues and Financing

Item Minutes: Mr. Norman Stephens gave his quarterly update on Tax Increment Financing and Ad Valorem Revenues and Financing. The City is responsible for a \$13,500,000 Tax Increment Financing (TIF) District. Downtown area sales taxes collected for

October, November and December 2013 totaled \$21,999.34. Sales taxes collected in October, November and December 2014 totaled \$47,468.64. Ad valorem taxes collected in October, November, December 2014, were \$22,884.94. Principal paid in 2014 is \$540,000.00 and Total Debt Service paid is \$1,231,924.88.

Downtown area sales taxes collected for calendar year 2013 was \$87,128.45. Downtown area sales taxes collected for calendar year 2014 was \$148,287.84 which is a 58.756% increase from the previous year.

This item was information only. No action was required or taken.

8. Remarks and Inquiries by Board Members

Section Minutes: None

9. Adjournment

Section Minutes: The meeting adjourned at approximately 4:44 p.m.

Motion:	Move to adjourn
Motion by:	Michelle Bergwall
Second by:	Greg Graham
Ayes:	Greg Graham, Patsy Terry, Lee Whelpley, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman
Nays:	None

Attest: _____
Chairwoman

City Clerk