

**BROKEN ARROW DOWNTOWN ADVISORY BOARD**  
**MINUTES**  
**COUNCIL CHAMBERS**  
**220 SOUTH FIRST STREET**  
**BROKEN ARROW, OKLAHOMA 74012**  
**February 10, 2015**  
**4:15 PM**

**1. Call to Order**

**Section Minutes:** Chairwoman, Jill Norman, called the meeting to order at approximately 4:00 p.m.

**2. Roll Call**

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

\*Mike Barron arrived at 4:22 p.m.

**3. 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.

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| <b>Motion:</b>    | <b>Move to approve the Minutes from the January 13, 2015 meeting</b>                   |
| <b>Motion by:</b> | Ernest Redwine   |
| <b>Second by:</b> | Michelle Bergwall  |
| <b>Ayes:</b>      | Greg Graham, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman |
| <b>Nays:</b>      | None   |
| <b>Abstain:</b>   | None   |

Approval of the meeting minutes of January 13, 2015.

**Section Minutes:** Ernest Redwine made a motion to approve the minutes of the January 13, 2015. Michelle Bergwall seconded the motion.

**4. 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.

**5. Citizen's Opportunity to Speak (No action can be taken on items not on tonight's agenda)**

**Section Minutes:** None.

**6. General Board Business**

- A. Consideration and possible approval of an exterior renovation of First National Bank Broken Arrow, commercial property, located at 121 S Main Street, on the northeast corner of Main and Commercial in Downtown Broken Arrow

**Item Minutes:** Mr. Greg Graham recused himself from the Board due to a conflict of interest with this case.

Mr. Michael Skates presented the case advising First National Bank is proposing an exterior renovation of their facility located at 121 S Main Street. They wish to remove the white stucco and bring the building into compliance with the Downtown Master Plan. Their intent is to consolidate the west and south entrances into one entrance on Main Street. The existing planter box near the driveway entrance to the bank may require modification to keep the aesthetics of Main Street. The Bank will pay for any modifications to this planter box.

Mr. Cecil Ricks, Matrix Architects, Engineers, Planners, Inc., representing First National Bank addressed the Board. He advised a thin set brick and composite wood cladding will replace the existing stucco finish. A new glass window system will flank a new centrally located glass tower entry on Main Street. The existing clock will be refurbished and reinstalled at its current location. A new walk up ATM will be located south of the new entry.

After the vote, Mr. Graham returned to the Board.

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| <b>Motion:</b>    | <b>Move to approve the exterior renovations of First National Bank</b>                 |
| <b>Motion by:</b> | Michelle Bergwall  |
| <b>Second by:</b> | Mike Barron  |
| <b>Ayes:</b>      | Mike Barron, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman |
| <b>Nays:</b>      | None   |
| <b>Abstain:</b>   | None   |

- B. Consideration and possible approval for a new single family residence, located at 408 W. Elgin Street, west of Cedar Avenue and North of Elgin Street

**Item Minutes:** Mr. Michael Skates introduced the case advising this was a request for a new two story, single family residence to be located at 408 W Elgin Street, west of Cedar Avenue and north of Elgin Street. The application is in compliance with the Zoning Ordinance and Downtown Master Plan. A sidewalk will be extended along the front of the property.

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| <b>Motion:</b>    | <b>Move to approve the request for a new single family residence at 408 W Elgin Street</b>          |
| <b>Motion by:</b> | Michelle Bergwall   |
| <b>Second by:</b> | Ernest Redwine  |
| <b>Ayes:</b>      | Greg Graham, Mike Barron, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman |
| <b>Nays:</b>      | None  |
| <b>Abstain:</b>   | None  |

- C. Presentation by the Broken Arrow Economic Development Corporation concerning highway signage to the Rose District, recent business inquiries to locate in the Rose District, current and upcoming events in the Rose District

**Item Minutes:** Mr. Warren Unsicker informed the Board there continued to be lots of interest in Main Street Square and once received, he will share information about new tenant. Mr. Unsicker recently hosted several brokers interested in property availability in the Rose District.

The Historical Society is hosting Art of the Rose District, going on currently through March 26<sup>th</sup>. Fifteen merchants are coordinating efforts for a Rose District Valentine’s Day. Debra Wimpey will be coordinating The Shamrock, the Rose District

Large bold green signs have now been installed along Broken Arrow Expressway informing the public of the Rose District.

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

**7. Remarks and Inquiries by Board Members**

**Section Minutes:** None

**8. Adjournment**

**Section Minutes:** The meeting adjourned at approximately 4:38 p.m.

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| <b>Motion:</b>    | <b>Move to adjourn</b>  |
| <b>Motion by:</b> | Ernest Redwine  |
| <b>Second by:</b> | Michelle Bergwall   |
| <b>Ayes:</b>      | Greg Graham, Mike Barron, Michelle Bergwall, Kelley Rash, Amy Leet, Ernest Redwine, and Jill Norman |
| <b>Nays:</b>      | None  |

Attest: \_\_\_\_\_  
Chairwoman

\_\_\_\_\_  
City Clerk