

SPECIAL JOINT MEETING MINUTES

**BROKEN ARROW CITY COUNCIL,
THE BROKEN ARROW ECONOMIC DEVELOPMENT AUTHORITY
AND THE
BROKEN ARROW ECONOMIC DEVELOPMENT CORPORATION
CITY HALL MAIN CONFERENCE ROOM
220 SOUTH FIRST STREET
BROKEN ARROW, OKLAHOMA 74012
February 4, 2010
5:00 PM**

1. Call to Order for the Broken Arrow City Council

Mayor Lester called the Broken Arrow City Council to order at approximately 5:00 p.m.

2. Roll Call (Councilor Craig Thurmond arrived at approximately 5:15 p.m.)

Present:	Craig Thurmond, Richard Carter, Wade McCaleb and Mike Lester
Absent:	Philip Tucker

3. Call to Order for the Broken Arrow Economic Development Authority

Mayor Lester called the Broken Arrow Economic Development Authority to order at approximately 5:00 p.m.

4. Roll Call (Trustee Craig Thurmond arrived at approximately 5:15 p.m.)

Present:	Craig Thurmond, Richard Carter, Wade McCaleb and Mike Lester
Absent:	Philip Tucker

5. General Council Business

- A. Discussion and work session regarding goals for economic development in the City of Broken Arrow, responsibilities of the City, the Authority, the Corporation and other agencies associated with economic development, and staffing and funding for economic development. (no action required)

Mayor Lester stated that the desire was to better define the roll of the Economic Development Corporation (EDC) and to discuss ideas for parameters by which to measure the EDC's progress and activities from year to year. Mayor Lester stated that the City must be accountable to citizens regarding funds contributed to the EDC and it is important to be able to provide detailed information about what the EDC how the EDC is utilizing the funds. The Mayor stated that the City must be kept up to date on potential projects and commitments must not be made without City approval. He said that commitments cannot be made on behalf of the City because, as a government, it cannot function as a private developer might expect.

Mayor Lester said it is important to establish the point at which the City is brought into project discussions or at what point a project is passed to the City. He said that this "point" has to be early enough in the process and before any promises are made that the City cannot keep. Mr. Hudson said this is a procedure issue and certainly can establish an agreeable protocol.

Discussion followed regarding establishing parameters by which the EDC can define its monthly activities is some type of report format. Ms. Narissa Rampey, EDC, asked that the City provide the specific parameters or items that the Council and BAEDA would like to receive. Mr. Joe Robson, EDC, stated that every administration likes information reported in specific ways and the formats can vary. He agreed that EDC would like the City to specify what information it requires and the format.

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2. Roll Call Councilor Craig Thurmond arrived at approximately 5:15 p.m.)

Present:

Craig

Present:

Mike Lester

Thurmond Wade d

Absent: Craig Thurmond, Richard Carter, Wade McCaleb b and Mike Lester

Philip Tucker

Tucker

3. Call to Order for the Broken Arrow Economic Development Authority

Mayor Lester called the Broken Arrow Economic Development Authority to order at approximately 5:00 p.m.

4. Roll Call Trustee Craig Thurmond arrived at approximately 5:15 p.m.)

Present:

Absent:

Craig Thurmond, Richard Carter, Wade McCaleb and Mike Lester

Philip Tucker

5.

General Council Business

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Broken Arrow City Council Agenda Page 1 of 2 February 4, 2010

Mayor Lester said how the EDC uses funding and examples of activities. Mr. Robson said that FlightSafety is an example of what EDC does in promoting the City and enticing business to remain in Broken Arrow. Mayor Lester said FlightSafety remaining in Broken Arrow is an important achievement but he wanted to focus the discussion on the future rather than the past year. He said there might not be a FlightSafety type event every year but, looking forward, how will EDC justify funding.

Mayor Lester said that in view of the current economy, and City budget reductions such as abolishing positions, how can the City justify contributing money to the EDC, what are the routine activities pursued to promote Broken Arrow and justify funding.

Mr. Robson said staff attends trade shows, uses its knowledge of Broken Arrow to assist interested businesses with site selection, help local businesses with expansion such as FlightSafety. He said that cannot discount FlightSafety as keeping business in Broken Arrow is vital and the EDC role in keeping FlightSafety in Broken Arrow certainly justifies the EDC.

Mayor Lester asked how the EDC differs from the Chamber in terms of activities. Councilor McCaleb asked if the EDC needs to be independent from the Chamber. Mr. Robson said the definition is not clear cut because there is overlap but simply put the EDC recruits business and helps existing businesses while the Chamber focuses on promoting bond issues, legislative issues and quality of life issues. Mr. Robson stated that the EDC did not need to be independent from the Chamber.

Ms. Rampey said she would like to see more camaraderie between the City and the EDC, and Ms. Betsy Gerber, EDC, said the City has to keep them up to date on City efforts to be business friendly so that EDC can be proactive in promoting the City.

Mr. Hudson said the first couple of years were spent setting up the EDC and creating the infrastructure of the organization, and now in its third year it had the success of FlightSafety.

Mr. Robson said the EDC will figure out a formula to calculate data for reporting number of jobs created, income coming back to the City among other things. He suggested not using the City's fiscal year but the calendar year and perhaps starting with January 2010 and go out six months for report purposes.

Mr. Hudson agreed with Council/BAEDA that this meeting was a good idea and EDC would certainly agree to meet again, maybe once a year.

No action was required or taken.

6. Adjournment

Mayor Lester asked for a motion to adjourn the City Council and the Broken Arrow Economic Development Authority. The meeting adjourned at approximately 6:05 p.m.

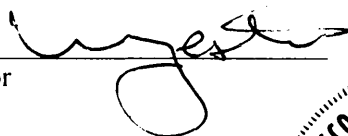
Move to adjourn: Richard Carter

Second: Craig Thurmond

Ayes: Craig Thurmond, Richard Carter, ~~Wade McCaleb~~ and Mike Lester

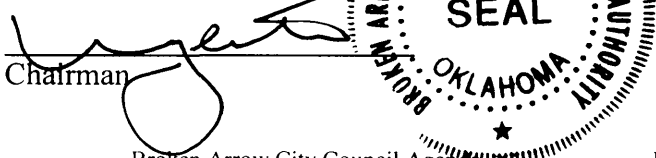
Nays: None

Broken Arrow City Council:



Mayor

Broken Arrow Economic Development Authority:



Chairman

Attest:



City Clerk



Secretary

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Broken Arrow City Council:

k

Mayor

Move to adjourn: Richard Carter

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Ayes: Craig Thurmond, Richard Carter, jm11~Pis~gnd Mike Lester

Nays: None Q)

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Attest:

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Broken Arrow Economic oI ent Authori c

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