

**INTEROFFICE MEMO**

**To:** Honorable Mayor and City Councilors  
**From:** Thomas M. Moton, Jr., City Manager  
**Date:** March 7, 2014  
**Re:** Notes to Council

**1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION**

Memos: Thom Moton, City Manager

- *Council Study Session Notice*
- *Application and Enforcement of Fire Life Safety Code & Processing ABLE Certificate of Compliance Applications*
- *Site Plan Review*
- *FY 14 PD Car Up-fitting Completion Report*
- *Director of Engineering and Construction | Job Description*

Memo: Norm Stephens, Assistant to the City Manager/Economic Development Coordinator | *Legislative Report via Terri Cleveland*

Memo: Larry Dearing, P.E., Construction Manager | *Water Plant Start-Up*

**2. GENERAL CORRESPONDANCE / NOTIFICATION**

Letters: Thom Moton, City Manager

To Kim Goddard, Executive Director of Broken Arrow Neighbors | *New BA connection Transit Stop Request*

To Travis Archer, E.I., District Representative | *Consent Order No. 08-213 and Addendum A- Additional Information Request*

Executive Summary: Ron Peters, Tulsa County Commissioner, District #3 | *December 2013 and January 2014 Executive Summaries for 4-to-Fix II, and Vision 2025*

**3. SPECIAL EVENTS / ACTIVITIES**

Memo: Michael Skates, Director of Development Services | *Notice of Special Event Permits Approved*

Respectfully submitted,



Thomas M. Moton, Jr.

mdh

Attachments

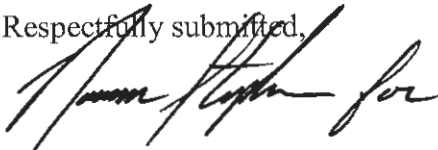
**1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION**

**To:** Honorable Mayor and City Councilors  
**From:** Thomas M. Moton, Jr., City Manager  
**Date:** March 7, 2014  
**Re:** Council Study Session Notice

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A joint City Council of Broken Arrow/Broken Arrow Municipal authority (BAMA) Study Session will be held on Tuesday, April 1, 2014. The study session will begin at 4:30PM in the City Hall Main Conference Room. A light meal will be available at 4:00PM in the City Manager's Office Conference Room. The topics will be the Comprehensive Water, Sanitary Sewer and Stormwater, Cost of Service and Rate Study update.

Respectfully submitted,



Thomas M. Moton, Jr. ICMA-CM  
City Manager

**To:** Michael Skates, Development Services Director  
James Annas, Acting Fire Chief  
Norm Stephens, Assistant to the City Manager/Economic Development Coordinator  
Joe Wiliford, Chief Building Inspector  
Steve Jarrett, Deputy Fire Chief  
Paul Thompson, Fire Marshal

**From:** Thomas M. Moton, Jr., City Manager

**Date:** March 4, 2014

**Re:** Application and Enforcement of Fire Life Safety Code & Processing ABLE Certificate of Compliance Applications

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Your dedication and commitment to serving the Broken Arrow community is appreciated. In particular, your willingness to clear your calendars at the last minute on Thursday, February 27, 2014, afternoon so that we could work through the issues related to the Stogies cigar bar is appreciated. I understand the frustrations you experience as each of you attempt to carry out your respective roles and you encounter issues over seemingly conflicting roles. However, I believe every City employee has a duty and responsibility to promote the welfare and safety of the community. In addition, each City employee's job is either directly or indirectly connected to promoting a climate that fosters economic development.

#### **Fire Life Safety Code Administration and Enforcement**

Over the course of my tenure there have been several instances where the long standing 'friction' between the Fire Department's life safety code inspection/compliance and the Development Services building inspections roles collide. In each of those incidences that have occurred, a crisis like response has required considerable time and energy to be devoted by many to resolve those issues. We need to be more proactive and anticipate potential road blocks early. Overall, I think there are some systematic and operational solutions that will help reduce those occurrences in the future. Other issues appear to be personalities and a lack of mutual regard for the differing roles each party brings to the table.

With regularity, the gap between the two sides' (fire & development services) understanding and perception of the conflicts are polar opposites. Usually, the end result of that situation is finger pointing to the other party. My problem solving approach is to be fact based in my assessment of the situation and to engage both sides in exploration of the resolutions. After investigations, there is generally enough responsibility for the situation to be shared by both departments.



**INTEROFFICE MEMO**

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**Stogies Incident**

One such event occurred February 27, 2014, as the ABLE (Alcohol Beverage Laws Enforcement) Certificate of Compliance application for the new cigar bar, Stogies, was processed without the fire department's review and approval. I have had significant experience with these types of matters, albeit not in Oklahoma. Two recurring themes in my experiences were that the city manager signed off on alcohol license permit applications and the other was that the fire marshal's office signed off on the fire code compliance section of the application. The City's Code of Ordinances, Article IV, Sections 4-41 – 4.49 addresses this matter.

As it was explained at our meeting, the development services staff interpreted Section 4-46 (b) *"Upon receipt of an application for a certificate of compliance, the inspections department shall cause an investigation to be made to determine whether the premise's proposes for licensed operations comply with the provisions of the zoning code, the Life Safety Code, the National Electrical Code, and other applicable city BOCA Codes"*. Development staff in the meeting indicated that the normal course of action is for the fire department to sign off on the fire code section of the application. It was not clear to me at our February 27<sup>th</sup> meeting what factor(s) lead to this process deviation.

Section 4-48 states *"the city manager or his designee shall be responsible for making a recommendation to the ABLE Commission concerning any application for license"*, which is consistent with my previous employment experiences. In practice, it seems the ABLE Commission license applications have been processed without the manager's review/participation, presumably because the development services director or an employee of the department has been designated to perform that role.

The annual number of ABLE Commission application licenses submitted to the City is thought to be minimal and yet the potential issues that can arise with an alcohol application license are significant and can lead to litigation if handled improperly. If we had not resolved this issue, there was a potential Stogies' soft opening could have been shut down for noncompliance of the Life Safety Codes.

**ABLE Certificate of Compliance Action**

I do believe it is unusual for a building inspector/development services director to sign off on the compliance application that relates to the life safety code. Therefore in all future ABLE commission applications the fire department shall be the sole entity that conducts and signs off on all fire code and life safety inspections. Effective immediately, all ABLE Certificate of Compliance applications shall be submitted to the City Manager for final review and

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recommendation to the ABLE Commission. In the absence of the City Manager, the Acting City Manager shall be authorized to carry out that function.

**Next Steps**

Infill development in downtown can be challenging as we are usually dealing with a change in use, a change in occupancy, renovation of existing structure or new construction and the application of building and fire codes can significantly impact a developer or business owner's bottom line. As such, the Development Services Director will establish a process for a newly created central business district development team to meet monthly. That way the City Manager's Office/Economic Development, Fire, and Development Services staff can meet early in a development cycle to anticipate and head off such last minute code issues that have surfaced with recent downtown projects.

Respectfully submitted,



Thomas M. Moton, Jr., ICMA-CM  
City Manager

**To:** James Annas, Acting Fire Chief  
Steve Jarrett, Deputy Fire Chief  
Paul Thompson, Fire Marshal

**From:** Thomas M. Moton, Jr., City Manager

**CC:** Norm Stephens, Assistant to the City Manager/Economic Development  
Coordinator  
Joe Wiliford, Chief Building Inspector  
Michael Skates, Development Services Director

**Date:** March 4, 2014

**Re:** Site Plan Review

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This memo is intended to address issues with the processing of site plan reviews. Recently, the Fire Marshal's Office fell behind on several site plan reviews. The Fire Marshal Office has a goal of 10 business days to complete a site plan review. The development industry operates often with very tight windows. The cost of capital is expensive and unnecessary delays can add thousands of dollars to a project or possibly cause a project not to move forward.

The growth of Broken Arrow's tax base, the creation of employment opportunities, and the growth of the City's sales tax base are three critical areas that development impacts. As a consequence, it is imperative that we work together to process site plans as expediently as possible. I recognize that there will be times that 10 business days may be insufficient to complete a site plan review. However, I encourage each person who has responsibility in facilitating the site plan review process to commit to working together to avoid unnecessary delays.

If the Fire Marshal's Office is unable to complete a sign plan review within the 10 business days goal, Acting Chief Annas is to notify Development Services Director Michael Skates in writing of the expected delay. A copy of that notice is to be forwarded to City Manager.

Respectfully submitted,



Thomas M. Moton, Jr. ICMA-CM  
City Manager



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*INTEROFFICE MEMO*

**To:** Honorable Mayor and City Councilors  
**From:** Thomas M. Moton, Jr., City Manager  
**Date:** March 7, 2014  
**Re:** Kudos--Fleet Maintenance Improves Upfitting of Police Vehicles by +50%

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Last fiscal year, we experienced what I felt was a significant waiting period to upfit new police patrol vehicles (i.e. get new vehicles ready for use by police officers). Some of the delay could be attributed to the transition from Crown Victoria patrol units to the Chevrolet Tahoe units. The other factors contributing to the delay in getting the new units from the Fleet Maintenance work site and to the Police Department appeared to be system related issues. General Services Director Lee Zirk and I discussed my observations following his return to work after being on military leave.

Based on that discussion, Mr. Zirk, Fleet Manager Mike Bradley, and Fleet Maintenance staff set out to identify opportunities to improve the turnaround time that is required to put a patrol vehicle in service after it is delivered to the City. As Lee describes in his attached memo, the Fleet Maintenance staff reduced the number of overtime hours required to upfit the vehicles by 681 hours and was able to upfit ten patrol vehicles in 21 days compared to upfitting fifteen patrol vehicles in 65 days in 2013. The creativity and commitment to productivity, efficiency and effectiveness exemplified by the Fleet Maintenance staff and Lee is outstanding and deserves recognition.

Respectfully submitted,



Thomas M. Moton, Jr. ICMA-CM  
City Manager



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**INTEROFFICE MEMO**

**To: Thomas Moton Jr., City Manager**  
**From: Lee Zirk, General Services Director**  
**Mike Bradley, Fleet Manager**  
**CC: David Boggs, Police Chief**  
**Date: March 3, 2014**  
**Re: Police Car Up Fitting Completion Report**

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Fleet implemented a plan to reduce overtime costs and turnaround time for up fitting police cars. The plan essentially established five 2-man teams working a 48 hour week (four-10 hour days and one-8 hour day), with 4 hour blocks each work day and one eight hour day being dedicated to build out functions. Although mechanic hours for maintaining the rest of the fleet was reduced, the shop was able to maintain essential services with the exception of a few minor complaints of delayed response time to regular repair requests.

This year's up fitting of 10 police cruisers took 21 work days to complete (2.1 days per car). Last year, the up fitting of 15 cruisers took about 65 work days (4.3 days per car). The shop began on January 6, 2014 and completed the build on February 10, 2014. Due to a winter weather event, the build process was interrupted one week.

Statistics of the FY14 up fitting process:

- Average build time was reduced from 4.3 to \*2.1 days per car;
- Overtime was reduced by 681 hours;
- Regular time increased 566 hours;
- Man hours per car increased from 61.7 to 81 hours per car;
- Men used to build cars increased from 6 to 10.

\*Note: Additional radar equipment this year added 3-4 hours of additional build time  
All vehicles returned to dealer to add missing spot lights (time for this excluded)

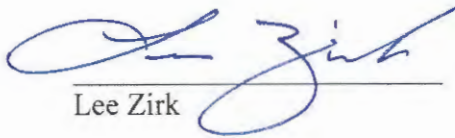
The plan was successful on reducing turnaround time and over time used. Turnaround time improved by 50% and, based on an average mechanic wages, OT was reduced by \$17, 000. The success of the plan hinged on the dedication of mechanic time during regular business hours. Ten hour shifts allowed a portion of the mechanic's day to be utilized on the build while still supporting core Fleet functions while the 8 hour day, beyond the four-ten hour day schedule, was critical in providing uninterrupted time needed to make progress outfitting the cars. The additional man power provided by the plan contributed to an increase in the overall hours per car; however, it reduced the build delay inherent in the old system. Mike Bradley also cites that using a 4-10 work schedule prevented excessively long work days which improved productivity and allowed for an additional week day in which OT was used to improve the turnaround time. Due to the success of using a 10 hour day work schedule, the Fleet Division may be a good

**INTEROFFICE MEMO**

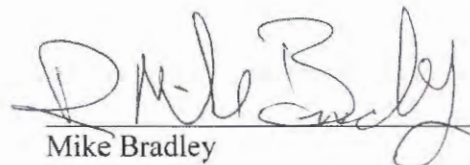
candidate for implementing such a schedule in the future. This will be considered when the shop is manned sufficiently to maintain acceptable fleet support (manning levels) on off days. The shop has now returned to its normal work hours.

Despite the new assembly line type process and adding additional mechanics unfamiliar with the build process, the plan was very successful. Fleet will use this plan again for the next police car build and will continue the process of investigating the use of contract services for outfitting. Bids or quotes will be solicited and cost comparisons can be drawn to determine whether contracting this function is advantageous or not.

If you have any questions or concerns please either one of us.



Lee Zirk



Mike Bradley

**To:** Honorable Mayor and City Councilors  
**From:** Thomas M. Moton, Jr., City Manager  
**Date:** March 7, 2014  
**Re:** Info on Engineering and Construction Director

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The national recruitment for the Engineering and Construction Director position is underway. Affion Public will spearhead this effort. Attached is a copy of the recruitment brochure and updated job description.

Please contact me if you have any questions about this memo.

Respectfully submitted,



Thomas M. Moton, Jr.

Attachment



# CITY OF BROKEN ARROW

## DIRECTOR OF ENGINEERING/ CONSTRUCTION

*Growing nearly 75% since 1990, Broken Arrow continues to be one of the fastest growing larger communities in Oklahoma. The community is a blend of ages, cultures, backgrounds and interests.*

*Broken Arrow has been designated a "Tree City USA" by the National Arbor Day Foundation every year since 2001.*

*As a community, Broken Arrow has been nationally recognized as one of the best places in America in which to live and raise a family.*

*Nationally renowned Family Circle Magazine named Broken Arrow one of the top 10 cities in America in which to raise a family.*







## The Community

Broken Arrow is a suburban community of 101,000, just to the southeast of Tulsa, Oklahoma, and is noted for low crime, good schools, quality development, and excellent transportation access to surrounding areas. These factors are primarily fueling the growth of the community.

In Broken Arrow you can enjoy the amenities of a big city while experiencing the warmth our wonderful suburb has to offer. Within an hour you can enjoy a variety of Oklahoma's most scenic and beautiful lakes. If you're a nature enthusiast at heart, Broken Arrow is surrounded by an array of adventurous and leisurely trails for bicycling, walking, or an afternoon jog. A few of our many assets begin with the community, superior school system and reasonable cost of living.

## Government

The City of Broken Arrow operates under a Council-Manager form of government. The City Council consists of five Council members. Each member is eligible to serve four years, with elections held every two years. A Mayor and Vice-Mayor are elected every two years among the five council members. The City Council hires the City Manager.

## The Position

The Director of Engineering/Construction is responsible for the managerial and administrative work managing the activities of the Engineering/ Construction Department that includes the Stormwater, Administrative Division, the Engineering Division, and the Construction Division. In addition, the director provides guidance on matters involving building construction and renovation, traffic engineering and other construction related projects as assigned by the City Manager.

This position reports to the City Manager. The Director has direct supervision over the City Engineer, the Construction Division Chief, the Project Engineer, an Administrative Assistant, and an Administrative Clerk.

## Major Duties, Functions and Responsibilities

The Director of Engineering/Construction:

- Oversees project management for the design and construction of city projects.
- Oversees design/ engineering study professional services contracts except those projects under consideration by the customer/ business units whereby coordination with customers is expected.
- Provides technical assistance to city staff regarding design, construction contracts, and construction contract management.
- Confers with consultants, engineers, architects, contractors, and other agencies in planning and implementing improvements or new construction projects.

## **Major Duties, Functions and Responsibilities Continued..**

- Reviews contracts prior to bidding; evaluate bids received and recommends award; supervise contract management; review and approve shop drawings and other submittals; inspect work for compliance with specifications; check and control project budget; accept final project from contract.
- Facilitates negotiation, preparation and management of contractual agreements between the City and vendor agencies for the department.
- Applies for applicable City, State, and Federal permits for construction of infrastructure; facilitate operational permits for infrastructure projects.
- Attends public meetings to provide information to the public.
- Provides public information on public works engineering design, construction, and maintenance programs and projects by preparing press releases and giving speeches.
- Plans, directs, coordinates staff, and administers all daily activities and personnel of the Engineering/Construction department in accordance with all applicable laws, rules, regulations and direction from City government.
- Recommends selection, promotion, discharge, and other appropriate personnel actions.
- Plans, organizes, and directs activities in the areas of responsibility and anticipate their impact on city government and the general public.
- Supervises the activities of division managers; supervise, evaluate, and discipline personnel.
- Coordinates activities of the department with other departments, divisions, and city officials.
- Prepares and monitors the annual budget.
- Develops, reviews, revises, and enforces policies.
- Assists in formulating policies and procedures and implement decisions and determinations as directed by the City Manager.
- Formulates long- and short-range plans for the department; coordinates with other departments on the work, planning, design, and construction of public infrastructure.
- Researches, reviews, analyzes, recommends, and implements special projects.
- Prepares reports; writes memoranda and correspondence.
- Determines applicable codes, regulations, and requirements for assigned projects.

## **Education and Experience**

Interested candidates should possess a Bachelor's degree from an accredited four-year college or university in civil engineering, public works engineering or a closely related engineering field and a minimum of seven (7) years of increasingly responsible management and supervisory experience in multiple public works divisions including civil, traffic, or design engineering, or an equivalent combination of education, training, and experience which provide the required knowledge, skills, and abilities.

## **Certifications and Licenses**

A Certification as a Professional Engineer in the State of Oklahoma is required, or the ability to acquire such certification within one year of employment at the City's expense. A valid driver's license issued by the State of Oklahoma is required.



## Ideal Candidate

The ideal candidate should have a thorough understanding of engineering and construction practices, and procedures that includes knowledge of the principles and practices of civil engineering with concentration on engineering design and street and drainage facilities construction and maintenance.

The ideal candidate will have fiscal knowledge of the development and administration of municipal budgets, contract management and cost analysis.

The ideal candidate will be a professional leader who inspires the staff to achieve excellence. This individual should have experience in strategic planning and organizational development. Effective communication along with strong collaboration and team building skills will be necessary for this individual to be successful; advanced written and oral communication skills are imperative. The ideal candidate must have the capacity and interest to be an effective mentor and leader for staff.

This individual must be able to adhere to the highest ethical and moral standards and be able to display transparency.

## Salary

The salary and benefits for this exceptional professional opportunity are negotiable and highly competitive. Relocation assistance will also be available for the successful out of area candidate. Residence within the City limits within one year of employment is desired but not required.

## How to Apply

Interested applicants should forward a cover letter and resume to:

resumes@affionpublic.com  
Reference: BADEC

Affion Public  
2120 Market Street , Suite 100  
Camp Hill, PA 17011  
888.321.4922  
Fax: 717-214-2205  
[www.affionpublic.com](http://www.affionpublic.com)



*Delivering Leaders.*



JOB TITLE: Director of Engineering/ Construction

ENG/01

DEPARTMENT: Engineering/ Construction, City of Broken Arrow

JOB SUMMARY: This position is responsible for the managerial and administrative work managing the activities of the Engineering/ Construction Department that includes the Stormwater, Administrative Division, Engineering Division, and the Construction Division. In addition, the director provides guidance on matters involving building construction and renovation, traffic engineering and other construction related projects as assigned by the City Manager.

MAJOR DUTIES:

- Oversee project management for the design and construction of city projects.
- Oversee design/ engineering study professional services contracts except those projects under consideration by the customer/ business units whereby coordination with customers is expected.
- Provide technical assistance to city staff regarding design, construction contracts, and construction contract management.
- Confer with consultants, engineers, architects, contractors, and other agencies in planning and implementing improvements or new construction projects.
- Review contracts prior to bidding; evaluate bids received and recommends award; supervise contract management; review and approve shop drawings and other submittals; inspect work for compliance with specifications; check and control project budget; accept final project from contract.
- Facilitate negotiation, preparation and management of contractual agreements between the City and vendor agencies for the department.
- Apply for applicable City, State, and Federal permits for construction of infrastructure; facilitate operational permits for infrastructure projects.
- Attend public meetings to provide information to the public.
- Provide public information on public works engineering design, construction, and maintenance programs and projects by preparing press releases and giving speeches.
- Plan, direct, coordinate, staff, and administer all daily activities and personnel of the Engineering/ Construction department in accordance with all applicable laws, rules, regulations and direction from City government.



- Recommend selection, promotion, discharge, and other appropriate personnel actions.
- Plan, organize, and direct activities in the areas of responsibility and anticipate their impact on city government and the general public.
- Supervise the activities of division managers; supervise, evaluate, and discipline personnel.
- Coordinate activities of the department with other departments, divisions, and city officials.
- Prepare and monitor the annual budget.
- Develop, review, revise, and enforce policies.
- Assist in formulating policies and procedures and implement decisions and determinations as directed by the City Manager.
- Formulate long- and short-range plans for the department; coordinate with other departments on the work, planning, design, and construction of public infrastructure.
- Research, review, analyze, recommend, and implement special projects.
- Prepare reports; write memoranda and correspondence.
- Determine applicable codes, regulations, and requirements for assigned projects.
- Attend work on a continuous and regular basis.
- Perform other related duties as assigned.

KNOWLEDGE REQUIRED BY THE POSITION:

- Knowledge of personnel laws, policies, and regulations.
- Knowledge of relevant city, state, and federal laws, regulations, and policies.
- Knowledge of the development and administration of municipal budgets or other relative budgets.
- Knowledge of governmental budget procedures.

- Thorough knowledge of contract management and cost analysis.
- Knowledge of engineering and construction practices and procedures.
- Thorough knowledge of principles and practices of civil engineering with concentration on engineering design and street and drainage facilities construction and maintenance.
- Thorough knowledge of principles and practices of effective administration and supervision.
- Knowledge of modern office practices and procedures.
- Skill in the use of computers and various software programs.
- Skill in the training and supervision of personnel.
- Skill to plan, assign, delegate, and direct work of administrative and supervisory personnel.
- Skill to develop long-term plans and programs and to evaluate work accomplishments.
- Skill to work effectively with elected officials, department heads, representatives of other agencies, city employees, and the general public.
- Skill in effective oral and written communication.

**SUPERVISORY CONTROLS:** The City Manager assigns work in terms of department goals and objectives. The supervisor reviews work through conferences, reports, and observation of department activities.

**GUIDELINES:** Guidelines include City ordinances, construction specifications and standards, land subdivision codes, state DOT highway specifications, construction contract agreements, administrative regulations, and the employee handbook. These guidelines require judgment, selection, and interpretation in application. This position develops department guidelines.

**COMPLEXITY:** The work consists of varied management, administrative, and supervisory duties. The need to coordinate local, state, and federal agencies contributes to the complexity of the position.

**SCOPE AND EFFECT:** The purpose of this position is to direct the activities of the department. Successful performance helps ensure the timely design and construction of city projects.

**PERSONAL CONTACTS:** Contacts are typically with city personnel, elected officials, members of the general public, vendors, engineers, architects, developers, contractors, lawyers, and members of home owners associations.

**PURPOSE OF CONTACTS:** Contacts are typically to give or exchange information, to resolve problems, to motivate or influence persons, and to negotiate or settle matters.

**PHYSICAL DEMANDS:** The work is generally performed while sitting at a desk. Incumbent can expect that there will be periods where approximately 10-20% of time may require incumbent to be on the site of a potential or current construction project interacting with general contractors, staff, elected officials and/or residents.

**WORK ENVIRONMENT:** The work is typically performed in an office; with varying frequency and duration of times in the field or on a construction site.

**SUPERVISORY AND MANAGEMENT RESPONSIBILITY:** This position has direct supervision over City Engineer (1), Construction Division Chief (1), Project Engineer (1), Administrative Assistant (1), and Administrative Clerk (1).

**MINIMUM QUALIFICATIONS:**

- o Certification as a Professional Engineer or Engineer in Training in the State of Oklahoma, or ability to acquire such certification within one year of employment at City expense.
- o Knowledge and level of competency commonly associated with the completion of a baccalaureate degree from an accredited four-year college or university in civil engineering, public works engineering or a closely related engineering field.
- o Experience sufficient to thoroughly understand the diverse objectives and functions of the subunits in the department/divisions and to direct and coordinate work within the department/ division, usually interpreted to require a minimum of seven years of progressively responsible management and supervisory experience in multiple public works divisions including civil, traffic, or design engineering, or an equivalent combination of education, training, and experience which provide the required knowledge, skills, and abilities.
- o Residence within the City limits within one year of employment is desired but not required.
- o Possession of or ability to readily obtain a valid driver's license issued by the State of Oklahoma for the type of vehicle or equipment operated.



MAR 03 2014

City Manager's Office

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*INTEROFFICE MEMO*

**To:** Thomas Moton Jr., City Manager  
**From:** Norm Stephens, Assistant to the City Manager / Economic Development  
Coordinator  
**Date:** March 3, 2014  
**Re:** Legislative Report

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Mr. Moton, I am attaching the Legislative Report from February 17 – 24, 2014 provided by Terri Cleveland.



Legislative Report  
February 17<sup>th</sup> – February 24<sup>th</sup>, 2014

Since this was the first deadline week to get bill heard in then out of committee I will bring you up-to-date of where out legislation with CTAG stands currently.

**INITIATE**

**Police and Fire Grievance Arbitration** – SB 1924 - by Sen. Brian Crain, R-Tulsa and Rep. Steve Martin, R-Bartlesville, requires all collective bargaining agreements entered into on or after the effective date of the bill to include a provision specifying the collective bargaining agreement does not apply to police officers that were found to have used excessive force in performing their duties and were terminated for that act. The bill permits any officer seeking relief to appeal his or her termination for use of excessive force to petition the district court. The bill establishes that the officer may be eligible for reinstatement if the court determines such termination was based on an arbitrary, capricious, or any other basis prohibited by law. *Action taken: Title still on, passed out of committee and going to the full Senate.*

**Moto Vehicle Fees to Municipalities** – HB 2185 - by Rep. Mike Jackson, R-Enid, modifies language related to motor vehicle collections. *Action taken: Passed out of House Transportation committee. Did not receive a hearing on the House Floor. Dormant.*

**Municipal Emergency Spending** – HB 3251 - by Rep. Fred Jordan, R-Jenks and Sen. Mike Schulz, R-Altus, amends the provisions of the Public Competitive Bidding Act of 1974 with reference to notice and bids, making them not apply to contract less than \$50,000 during a declared emergency. *Action taken: Title still on, on the agenda to be heard on the House Floor.*

**SUPPORT**

**Volunteer Firefighter Age Cap** – HB 3252 - by Rep. Fred Jordan, R-Jenks, allows the ability of a fire department to engage the services of a volunteer firefighter who is not required to be a member of the retirement system. *Action taken: Failed deadline, Dead.*

**Excessive Force Lawsuits** – SB 1503 - by Sen. Gary Michael Stanislawski, R-Tulsa and Rep. Randy Grau, R-Edmond, modifies the definition of "tort" in the Governmental Tort Claims Act to remove a reference to violations "general" law and replace it with "common" law and to add "the Constitution, statutes, or regulations" of the state. The bill also removes the exemption from loss or claim from individuals not in the custody of the Department of Corrections for the use of excessive force. The bill also removes the exemption from loss or claim for excessive force for injuries by a juvenile detainee to any other juvenile detainee. *Action taken: Advanced to the Senate Floor.*

**Administrative Fee for Collection of Sales Taxes** – HB 1875 - by Rep. Charles McCall, R-Atoka and Sen. Clark Jolley, R-Edmond, amends language relating to revenue, taxation and the apportionment of sales tax revenue. (Amended by House, Amended by Senate. *Action taken: Title off, in Conference Committee.*

**Mental Health Transportation Cost** – HB 2842 - by Rep. Charles McCall, R-Atoka and Sen. Frank Simpson, R-Ardmore, amends reimbursement from the Department of Mental Health and Substance Abuse Services will be available based upon the salary of the sheriff or officer, calculated by the number of hours services were provided. The bill does not prohibit the department from contracting with a third party provider for services in the bill. *Action taken: Advanced to House Floor.*

### **OPPOSE**

**Prohibit Fire Department Boundary Changes** – HB 1115 - by Rep. Wade Rousselot, D-Wagoner and Sen. Roger Ballenger, D-Okmulgee, prohibits a municipal fire department located wholly or partially in a county that has levied a sales tax the purpose of providing funds for a county fire department from modifying the existing service area within which municipal fire protection services are provided unless the modification is approved by the board of county commissioners of the applicable county or counties. *Action taken: Awaiting a hearing in Conference.*

**Uniform Building Code Commission** – SB 417 - by Sen. Dan Newberry, R-Tulsa and Rep. Mark McCullough, R-Sapulpa, clarifies language related to the Oklahoma Uniform Building Code Commission. The bill defines a full term of commission office to be the completion of a full four-year term of appointment. The bill amends appointed members will continue in office until a successor is appointed, notwithstanding term limitation and it does not consider full or part-terms to be counted for term limits. The bill also provides that the commission has the power and duty to establish a training and certification process for all residential and commercial building code inspectors. It provides that each inspector operating in this state on behalf of any state agency or any municipal or county office will be required to complete training and be issued a certification for inspections by the commission on and after January 1, 2015. The bill requires the commission to promulgate rule concerning the training and certification applications, qualifications and procedures. The bill authorizes the commission to establish by rule any application and certification fees and a schedule of administrative fines for violations of training requirements, failure to be certified, or violation and to establish any necessary rules, forms and procedures to implement, administer and enforce the provisions of the bill. The bill amends, in terms of fees, such will be paid to the Uniform Building Code Commission within 30 days and it removes the past due payment charges. The bill amends nothing in the act will prevent the Oklahoma Uniform Building Code Commission from offering incentives for prompt payment. *Action taken: Title off, Committee Substitute. Waiting to be heard on the Senate Floor.*

*INTEROFFICE MEMO*

**To:** Thomas M. Moton, Jr., City Manager  
**From:** Larry Dearing, Construction Manager *LSD 6 MAR 14*  
**Date:** March 6, 2014  
**Re:** Water Plant Start-Up

---

1. The new Water Treatment Plant construction contractor has been working at the site since March, 2012. The current amount of the construction contract with Crossland Heavy Contractors is \$57,957,582 and the project is approximately 2 months ahead of schedule. Currently, the contractor is projecting the Water Plant "Start-up" to occur the week of March, 31, 2014. During this week, the plant should be treating water that meets water quality standards and plant systems are sufficiently operational to switch the City's water supply from OOWA to water coming from the new water plant.
2. Unforeseen events could occur which could delay this event. However, to date, critical predecessor work activities have been occurring on schedule and it is prudent for the City to make the necessary preparations based on this early start date.
3. Remaining critical activities include but are not limited to:
  - a. Continued Owner Training for various plant support systems and primarily the operational training for the membrane filtration system.
  - b. Filling of the East and West Presediment basins with raw water.
  - c. Finalizing the set up and calibration of the on-site water quality laboratory test equipment.
  - d. Completion of required SCADA controls and telemetry between storage tanks, pump stations and other equipment and the control room in the plant.
  - e. Engineer's inspection of the Plant and verification of operational control and back-up systems.
  - f. Performance Demonstration Period of the Plant.
  - g. Disinfection/ flushing of the main water line between the membrane building and the clearwell.
4. The Utilities Department and the engineering consultant have been coordinating with the necessary Oklahoma Department of Environmental Quality (ODEQ) personnel to insure the proper reporting formats are approved and required notices will be made when plant comes on line.
5. Utilities Department will take the lead and coordinate with other City Staff to prepare information for the media/citizens at least one week prior to the transition to the new plant water.

## **2. GENERAL CORRESPONDANCE / NOTIFICATION**



March 4th, 2014

Kim Goddard  
Executive Director  
Broken Arrow Neighbors  
322 West Broadway  
Broken Arrow, OK 74012

**RE: New BA Connection Transit Stop Request**

Dear Ms. Goddard,

I received your letter dated February 28 requesting the City of Broken Arrow's assistance in obtaining a new transit stop at either Broadway & Cedar, or at Cedar & College. I regret that Broken Arrow Neighbors has experienced less than stellar assistance moving this important need forward.

Based on BAN's new location, an additional stop at either location would increase convenience for those persons traveling by public mass transit to BAN. Appropriate staff has been advised to submit a request to the Metropolitan Tulsa Transit Authority to add a stop to the BA Connection, Route 508 as requested.

I will keep you apprised of the City's progress and anticipate the earliest update should be available in about 30 days. If you have any questions about this letter or the status of the new stop request, contact me at either [tmoton@brokenarrowok.gov](mailto:tmoton@brokenarrowok.gov) or 918.259.2400.

Kindest regards,

Thomas M. Moton, Jr., ICMA-CM  
City Manager

cc: Lisa Ford, BAPD



**Broken Arrow**  
**NEIGHBORS**  
*Assistance with Dignity*

City of Broken Arrow

FEB 28 2014

City Manager's Office

322 West Broadway, Broken Arrow, Oklahoma 74012

Telephone: 918.251.7781 Fax: 918.251.9108

[www.baneighbors.org](http://www.baneighbors.org)

February 28, 2014

Mr. Thom Moton  
City Manager  
City of Broken Arrow  
220 S. 1<sup>st</sup> Street  
BA, OK 74012

Dear Mr. Moton,

I hope this letter finds you well personally and feeling more "at home" professionally in our lovely City.

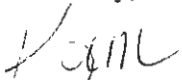
I understand from Lisa Ford, after a conversation she had with you last week, that you may be willing to entertain additional stops to the current bus route in Broken Arrow. As you know, Lisa serves as the President of the Broken Arrow Neighbors' Board of Directors and she and I have been in discussions for quite some time now with various individuals about this action. Unfortunately, we have fallen short thus far so, thank you in advance for your assistance.

With the completion of our new facility, we will not only implement new initiatives but enhance current programs. A top goal is to reach even more of our "neighbors" in need and we feel that having Broken Arrow Neighbors as one of the stops on the route will help facilitate this plan.

I am requesting that a stop at either Broadway & Cedar or Cedar & College be considered and ultimately instituted. Since many of the clients we serve request pantry assistance, this stop will provide additional ease in the transporting of bags of groceries from our door to their homes. I hope you will agree.

Again, thank you for your assistance and please feel free to contact me if the need arises.

Sincerely,



Kim Goddard  
Executive Director

Cc: Lisa Ford



March 5, 2014

Mr. Travis Archer, E.I., District Representative  
Municipal Waste Enforcement Section  
Oklahoma Department of Environmental Quality  
707 North Robinson  
Oklahoma City, OK 73101

Re: Consent Order No. 08-213 and Addendum A – Additional Information Request  
OPDES Permit No. OK0040053; OK0034363  
Facility Nos: S-20409; B-20434

Dear Mr. Archer:

I am writing to acknowledge receipt of your letter dated February 26, 2014, requesting additional information. In your letter, you advised the Broken Arrow Municipal Authority to provide within 30 days of receipt, the following:

1. Method the Authority uses to identify and track unpermitted discharges in the collection system;
2. If the Authority does not have a consistent reporting method for identifying areas that may need routine maintenance and repair, the Authority may develop a method and submit that methodology to DEQ for review; and
3. Provide a brief description of the actions taken by the Authority to eliminate the unpermitted discharges occurring at the lift station located on 900 West Quinton.

The Authority desires to fully comply with the Department's request and will submit the above information as requested.

Please contact me if you have any questions about this letter at 918.259.2400, Extension 5332.

Sincerely,

Thomas M. Moton, Jr.  
City Manager

Cc: Broken Arrow Municipal Authority Chairman and Members  
Anthony Daniel, Broken Arrow Municipal Authority Utilities Director  
Tom Hendrix, Broken Arrow Municipal Authority Acting Engineer and Construction Director

NTZ

City of Broken Arrow

MAR 03 2014

City Manager's Office

MARY FALLIN  
Governor



OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

SCOTT A. THOMPSON  
Executive Director

February 26, 2014

**CERTIFIED MAIL – RETURN RECEIPT REQUESTED**

Craig Thurmond, Chairman  
Broken Arrow Municipal Authority  
c/o Thomas Moton, City Manager  
City of Broken Arrow  
P.O. Box 610  
Broken Arrow, Oklahoma 74013-0610

Re: Consent Order No. 08-213 and Addendum A – Additional Information Request  
OPDES Permit No. OK0040053; OK0034363  
Facility Nos. S-20409; B-20434

Dear Mr. Thurmond:

On October 21, 2008, the Department of Environmental Quality (DEQ) and Broken Arrow Municipal Authority (Authority) agreed to Consent Order 08-213 to address ongoing violations of State statutes and DEQ regulations stemming from unpermitted discharges from the Authority's wastewater collection system. On October 26, 2011, DEQ and the Authority agreed to amend Consent Order 08-213 with Addendum A.

On October 10, 2013, DEQ received correspondence from the Authority that included project acceptance letters and final payment records for each contract associated with the Consent Order. The total cost to address the unpermitted discharges identified in the Consent Order was \$5,172,614.35. Based on a review of the Authority's bypass reports, DEQ is unable to determine if the projects that the Authority has completed have adequately addressed the violations. Since DEQ's receipt of the project acceptance letters and final payment records, the Authority has reported sixteen (16) unpermitted discharges in the two collection systems (Lynn Lane and Haikey Creek). When the location for each of the unpermitted discharges is mapped against the unpermitted discharges from the Consent Order, it is not possible for DEQ to determine if the corrective actions have eliminated the above-described violations. Therefore, DEQ cannot close Consent Order 08-213 and Addendum A.

Please provide the method the Authority uses to identify and track unpermitted discharges in the collection system, e.g. manhole number, latitude and longitude, global positioning system. Also, please include how the Authority identifies areas for additional collection system maintenance or replacement. Based on this information, DEQ will then determine if the above-described violations have been eliminated and the Authority has taken the required steps to prevent the occurrence of chronic unpermitted discharges in the future. If the Authority does not have a consistent reporting method for identifying areas that may need routine maintenance and repair, the Authority may develop a method and submit it to DEQ for review. In addition to this information, please include a brief description of the actions taken by the Authority to eliminate the unpermitted discharges occurring at the lift station located on 900 West Quinton.

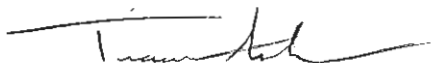


Broken Arrow Municipal Authority  
Consent Order No. 08-213 and Addendum A -- Additional Information Request  
Facility Nos. S-20409; B-20434  
February 26, 2014  
Page 2 of 2

Please provide the requested information within thirty (30) days of receipt of this letter. Until the DEQ can properly determine if the chronic unpermitted discharges have been eliminated, Consent Order 08-213 and Addendum A will remain open. Based on the Authority's response, DEQ may amend the Consent Order to require additional actions.

Should you have any questions concerning this letter, please contact me at (405) 702-8109 or write to me at the letterhead address.

Sincerely,



Travis Archer, E.I., District Representative  
Municipal Wastewater Enforcement Section  
Water Quality Division

TA/PR/CDP/md            KJ

cc: Tom Hendrix, P.E., Acting Director, Engineering & Construction, City of Broken Arrow  
Chad Keller, ECLS, Tulsa DEQ Office  
Rick Austin, Regional Manager, ECLS, DEQ





NTZ 3/7/14

Board of County Commissioners

Tulsa County Administration Bldg.  
500 South Denver  
Tulsa, Oklahoma 74103-3832  
918.596.5010

RON PETERS  
DISTRICT 3

City of Broken Arrow

FEB 27 2014

City Manager's Office

February 26, 2014

The Honorable Craig Thurman  
Mayor, City of Broken Arrow  
P. O. Box 610  
Broken Arrow, Oklahoma 74013

Dear Mayor Thurman:

Enclosed for your information are copies of the **December 2013** and **January 2014** Executive Summaries for 4-to-Fix II, and Vision 2025.

If you have any questions after you review the reports, please do not hesitate to give me a call.

Sincerely,

Ron Peters  
County Commissioner, Dist. #3

RP:pk

Enclosures



## EXECUTIVE SUMMARY MONTHLY REPORT DECEMBER 2013

### SIGNIFICANT VISION 2025 PROJECTS PRESENTLY UNDER CONSTRUCTION

Items in **bold** text indicate projects that began construction in the reporting month.

Route 66 – Multiple Projects  
Downtown/Neighborhoods – Tulsa: Multiple Projects  
Haikey Creek Flood Prevention – Permitting  
Tulsa County Parks – Haikey Creek Restroom Replacement

Items in **bold** text indicate modifications have been made from the previous month's report.

### SALES TAX OVERVIEW COMMITTEE

The Sales Tax Overview Committee met in November and accepted the October 2013 report without exception. Other STOC business included approval of the (calendar year) 2014 meeting schedule and officer nominations for action in January 2014.

### VISION 2025 FINANCIAL

**Total sales tax receipts now exceed \$536 million. December receipts were \$5,062,066.74 for a fiscal year total of \$30,428,920.52. In the month of December 2013, approximately \$722,000 in project payments were processed for \$561.3 million in Vision 2025 project payments to-date.** Present (revised) estimates indicate sufficient resources for all program expenses, and overall revenue collections continue to show modest yearly growth the past three fiscal years and this year (ending June 30). While expected to continue, it was impacted by the return to full social security withholdings, but appears to have positively recovered. However, growth projections forward continue to be minimal as endorsed by the STOC.

### INDIVIDUAL PROJECT SUMMARIES

**16 American Airlines:** American Airlines has completed all projects related to its Vision 2025 funding and all funds have been released.

**17 OU-Tulsa:** The Parking Garage construction was complete in June 2006 and Vision 2025 portion of the Clinic construction was complete in May 2007.

**18 OSU-Tulsa:** The building project construction was substantially complete in October 2007. The enhancement project to the clean rooms in the Advanced Technology Research Center was reported substantially completed on October 1, 2009. The University's final payment request was received, processed and paid in December 2011.

**19 NSU-Broken Arrow:** Project is complete (Classroom – July 2006; Science – December 2006; Library – March 2007; and Administrative Building Expansion – May 2007).

**20 Langston-Tulsa:** Construction was complete in February 2009. The final project phase has been identified by the University, and authorization for additional expenditures has been approved by Tulsa County. Construction of the flag plaza and storage facility was completed in August 2013.

**21 Tulsa Community College – Southeast Campus:** Project is complete. The East Building Addition construction was complete in May 2006 and the South Building Addition construction was complete in October 2006.

**22 Common ED Funding for Instructional Material:** The Common Education Funding program is complete.

**23 Morton Health Care:** The Clinic construction was complete in September 2006. Motor Pool Facility construction was completed in December 2008. The final phase of the project is in construction, and includes adverse weather entrance enhancements to both the employee entrance and the front entrance, plus modifications to the dental treatment area intended to expand the pediatric practice. The Morton Office and Canopy Additions project was awarded in January, and construction commenced in February 2013. All work has been completed.

**24 BOK Center / Convention Center:**

**BOK Center:** Project complete – August 2008.

**Convention Center:** Project complete – December 2009.

**25 Expo Square:** All Vision 2025 funds expended.

**Barn D:** Project complete – November 2006.

**Central Plant:** Project complete – May 2006.

**North Arena:** Project complete – September 2005.

**Expo Roof:** Project complete – September 2005.

**Pavilion Suites (VIP Boxes):** Project is complete.

**Horse Stalls:** Project is complete.

**Barn E:** Project complete – September 2005.

**Arena Bleachers (Livestock Seating):** Project is complete.

**Central Park Hall:** Project complete – March 2008.

**Armory Hall Roof Replacement:** Project complete – April 2007.

**Armory Hall Central Service Kitchen:** Project complete – September 2008.

**Expo Bath & Concessions (1<sup>st</sup> Phase):** Project complete – September 2005.

**New Exchange Center:** Project complete – September 2008.

**26 Tulsa County Parks:**

**South County Recreation Center:** The Center was complete in May 2006. The pool shade structure bid package was bid and awarded in February 2012 and was completed in May 2012.

**Haikey Creek Park Improvements:** The playground was completed in August 2008. The Restroom project was accepted as fully complete on December 20, 2013, the South Rest Room is winterized and will open in spring 2014. Its rear landing will be completed by the Tulsa County Parks Department as weather permits.

**LaFortune Park:**

**Community Center:** The Community Center was completed in July 2008.

**Tennis Center:** The Phase I nine new courts were completed in March 2009. The construction for phase II was complete in September 2010.

**Picnic Shelters:** Project was completed in 2006.

**O'Brien Park:** All Vision 2025 projects completed as of December 2009.

**The remaining Vision2025 budgeted funds are approximately \$30K.**

**Master Plan:** Project was completed in February 2005.

**Land Acquisition and Building Demolition:** Project was completed in Sept. 2005.

**Baseball Area Restroom and Concession Building:** Project was completed in November 2005.

**Golf Course:** Project was completed in October 2006.

**Roadway:** Construction was substantially complete in July 2006.

**Practice Golf Course and the Golf Operations Building:** Projects were completed in October 2006.

**Additional Projects:** Installation of the trail lights was completed in June 2008.

**Batting Cage Building:** This project was completed in January 2011. The building was combined with a second new Baseball Concession Facility to be located southeast of the new complex.

**Bixby Community Center:** Replacement of the Center's roof, air conditioning, and duct work was completed in January 2009. The new exterior building signage was installed in June 2009.

**27 Broken Arrow Community Center and Swimming Pool:** Construction of the Community Center was completed in February 2007. The Swimming Pool was completed in June 2007. The City of Broken Arrow had \$238,372.92 in available funds for this project, that were utilized for additional sun shade structures & picnic shelters, which were completed in time for the opening day of the 2013 swim season. Additional grading and concrete swales are being considered to improve stormwater drainage around the swimming pool site. These drainage improvements will exhaust the remainder of the allocation of this project, but are still in the planning stages as of November 2013.

**28 Collinsville City Hall & Fire Station / EMS Station:** All projects are complete. The Fire Station/EMS Station was completed in August 2005. The City Hall Renovation was completed in January 2006.



**29 Owasso Community Center:** All original projects are complete. The Community Center HVAC Improvements were completed in August 2004. The Community-Build Park (“Funtastic Park”) was completed in May 2005. The Veteran’s Memorial was completed in November 2005. The YMCA was completed in June 2006. **The 5% reserve funding is being coordinated for release, pending project description information from the sponsor.**

**30 Skiatook Community Center and Swimming Pool:** This project is complete. The new Swimming Pool and Bathhouse were completed in June 2007. The Community Center renovations were completed in April 2008.

**31 Sperry Community Center:** Project is complete. The Community Center Roofing Improvements were completed in April 2005. The Community Center Interior Renovations and Window Replacement were completed in July 2006.

**32 Tulsa Air and Space Museum’s Sky Theater:** The Sky Theater was completed in May 2006. TASM has recently funded the upgrade/replacement of the Theater projection system. The new system is now operational with new shows.

**33 Mohawk Park:** The Oxley Nature Center Building Exterior Renovations were completed in December 2006. All work on the North Tulsa Sports Complex is complete. **The City of Tulsa signed the Operator’s Agreement with Tulsa Sports Commission on December 23, 2013. This completes this Vision2025 project.**

**34 Osage Trail:** Projects are complete. Trail construction and enhancements to the Skiatook trailhead park at Highway 20, funded by Vision 2025, were completed in August 2006. Remaining funds are being utilized as matching future grant funds, enhancements, and trail maintenance equipment, which has been placed in service.

**35 Midland Valley Downtown Trail Extension:** This project was completed in January 2009.

**River Projects:** Due to federal funding limitations, activities have shifted the project from a planning approach with the USACE to a local implementation permitting methodology.

**36 Arkansas River Low-Water Dams –** The US Army Corps of Engineers conducted a “Feasibility Charette” related to the Corridor Master Plan projects on October 28-30<sup>th</sup> with the end result being to confirm there appears to be a federal interest in some of the projects, including the proposed low water dam at Sand Springs and other projects which would likely prove to be of environmental benefit to the corridor. **USACE issued the final 404 permit for Zink Dam improvements.**

**37 Zink Lake Shoreline Beautification –** This work is included in the current Zink Lake Project.

**38 Zink Lake Upstream Catch Basin and Silt Removal** – Work on the preliminary design Environmental Assessment (EA) development and permitting phase for the Zink Lake improvements. Detailed geotechnical studies were completed in May 2012 with reports due in June. The NEPA document has been submitted and the water quality (201) certification has been received. **Work on the preliminary design and permitting phase is complete, and USACE issued the final 404 permit for Zink Dam improvements, and has received the signed permit back from River Parks Authority.** Meetings were held in January 2013 with Zink Lake stakeholders, City of Tulsa and River Parks Authority to discuss project status, construction funding, and develop coordinated plans with the adjacent privately funded Gathering Place project.

**39 Route 66:** All project funding is now available upon execution of the pending agreements. The final agreement has been approved by the County, and delivered to the City of Tulsa for action. Approval is expected in January 2014.

**Historic Markers:** This project was completed in September 2006.

**Cyrus Avery Memorial Bridge:** Renovations were completed in January 2008.

**Cyrus Avery Centennial Plaza:** This project is complete. The plaza was completed in July 2008. The “East Meets West” bronze statue was completed and installed in November with dedication held on November 9<sup>th</sup> at the plaza. Work on repairing the bollards is now complete.

**Meadow Gold Sign:** This project was completed in May 2009.

**Frisco Train Site:** The Vision 2025 portion of this project was completed in July 2009.

**11<sup>th</sup> and Yale Intersection:** Construction commenced in January and was completed in August 2013.

**Redfork Streetscaping:** Project is complete, October 2011.

**Interpretive Center:** The design contract for Phase 1 has been executed, and the kickoff meeting was held in January 2011 for program development. The consultants have submitted a new rendering of the building, and the RFP has been approved by the Mayor.

**Gateways:** This project will re-bid. Design has been refined and request for quotes will be sent in December 2013. Quotes will include the design, fabrication and installation of two Gateway signs.

**S.W. Boulevard Streetscape Improvements 33<sup>rd</sup> W. Ave. to 27<sup>th</sup> W. Ave. & Sue**

**Bland Oil Well:** Easements on east side of street are signed, and the land lease for the west side is in process.

**11<sup>th</sup> Street (89<sup>th</sup> Ave to Garnett) Sidewalks and Landscaping:** This project is complete, December 2013.

**40 Oklahoma Aquarium:** The fund transfer for fiscal year 2013/14 was completed in June 2013.

**41 Oklahoma Jazz Hall of Fame:** This Vision 2025 project was completed in June 2007. Follow-up projects, such as roof replacement, were funded by building tenant revenues and were completed in July 2009.

**42 American Indian Cultural Center (Site Infrastructure):** At present, allocation of the Vision 2025 portion of this project is subject to the results of NIMI's fund raising activities which appear to be challenged. Unless other significant action is noted, PMg will recommend this project be cancelled.

**43 Downtown/Neighborhoods – Bixby:** All projects are complete.

**Downtown Renovation Demonstration Project:** Project completed in September 2004.

**Downtown Streetscaping Project:** Project completed in September 2006.

**Parks Security Camera Project:** Project completed in February 2007.

**151<sup>st</sup> Street Widening Project Purchase of Street Right-Of-Way:** Project completed in May 2007.

**44 Downtown/Neighborhoods – Broken Arrow:** Work is complete on all of the Broken Arrow Downtowns and Neighborhoods projects.

**Historical Museum:** Project completed in April 2008.

**Gateway project at Washington and Main:** Project completed in June 2008.

**Streetscapes – El Paso and Main Intersection:** Project completed in July 2008.

**Streetscapes – Broadway and Main Intersection:** Project completed in July 2008.

**Streetscapes – Houston and Main Intersection:** Project completed in July 2008.

**Streetscapes – Broadway St Sidewalk and Landscaping:** Project completed in July 2008.

**Farmers Market:** Project completed in November 2008.

**Central Park Splash Pad:** Project completed in April 2007.

**Veterans Park Fountain:** Project completed in October 2007.

**4<sup>th</sup> and Kenosha Signalized Pedestrian Crossing:** Project completed in February 2008.

**Sidewalk and Wheelchair Ramp Improvements:** Project completed in April 2008

**Main and Mason Detention Facility:** Project completed in May 2008

**Rhoades Detention Improvements:** Project completed in August 2008.

**45 Downtown/Neighborhoods – Collinsville:** Construction of the first phase of the Main Street Master Plan Enhancements was completed in October 2008. The City along with the Collinsville Public Schools have re-surfaced the tennis courts at the Collinsville City Park and has been reimbursed with Vision 2025 funds.

**46 Downtown/Neighborhoods – Glenpool:** The downtown/neighborhoods project, paving and sidewalk improvements, was completed in December 2005. Construction on the Elwood Roadway Improvement project was completed in February 2007. The Black Gold Park Centennial Landmark project was completed in March 2008. The Glenpool Downtown/Neighborhoods projects are complete.

**47 Downtown/Neighborhoods – Jenks:** All projects are complete. The Downtown Phase II Beautification Project was completed in August 2004. The East Main Street Sound System Project was completed in March 2005. The Veterans Park Playground was completed in October 2006, the Landscaping was completed in January 2007 and the Restroom Pavilion was completed in March 2007.

**48 Downtown/Neighborhoods – Owasso:** Burial of the overhead utilities was completed in January 2007. Construction on the Vision 2025 portion of the Main Street Streetscape Enhancement project was complete in October 2008. Construction work on the Rayola Park trail improvements project has been completed. Project is complete, December 2011.

**49 Downtown/Neighborhoods – Sand Springs:** The final project of many for Downtown/Neighborhood Sand Springs was completed in May 2007.

**50 Downtown/Neighborhoods – Skiatook:** The Downtown Sidewalk Improvements/Decorative Brick Patterned Concrete project was completed in March 2007, decorative benches were completed in July 2007, parking lot was completed in April 2008, the pocket park and landscaping was completed in June 2008, and the Antique Street Lighting was completed in October 2008. The neighborhoods decorative fencing project was completed in March 2008.

**51 Downtown/Neighborhoods – Sperry:** Project is complete. Construction of the Main Street Sidewalk project was completed in December 2005 and the 2<sup>nd</sup> Street Sidewalk project was completed in February 2006.

**52 Downtown/Neighborhoods – Tulsa:**

**H. A. Chapman Centennial Green:** The basic project was completed in August 2008, with sign enhancements completed in 2009. Warranty replacement of failed trees and shrubs from the initial contract occurred in March 2010. The City has replaced the failed trees in connection with the adjacent Vision 2025 streetscaping project. The new wall coating for the veneer walls of the H.A. Chapman Green is complete.

**Centennial Walk Project:** This project was completed in July 2008. Additional work on the Centennial Walk and Green was awarded in December 2011. Construction commenced in March 2012 and is complete.

**South Main Street between 6<sup>th</sup> & 7<sup>th</sup>** – This project was completed in December 2012.

**Neighborhood Projects:** The City is moving forward with phase 1, 2 and 3 neighborhood projects, with final four projects under construction.

**Downtown Housing Development Assistance Program:** Observed work continues on the Mayo Office Building.

**Bartlett Square Fountain:** The construction of this project has been awarded. Construction to start January 2014.

**53 Haikey Creek Flood Prevention:** In response to FEMA requests for additional information, the City of Bixby will be submitting Supplement #3 Letter in January 2014, with further geotechnical information for use in the CLOMAR review. The City's consulting engineers are preparing an updated budget based on the data received from the geotechnical investigation submitted to FEMA in August 2013.



**54 Owasso Medical Complex (Utilities):** The Water Storage Tank project was completed in July 2005. The first phase of the North Service Area Transmission Line was completed in October 2005. Phase II was completed in December 2006. The City of Owasso has requested the release of the 5% reserve for this project. The necessary agreement has been developed and was approved November 19, 2013, and full payment was made in December 2013 to complete the project.

**55 Sand Springs Keystone Corridor Redevelopment:** All project funds have been expended. The remainder of improvements will be completed by the City and Developer, **current planning for infrastructure includes construction of a new hotel.**

**56 61<sup>st</sup> Street (US 169 to Garnett Rd.) – City of Tulsa Portion:** Project was completed in March 2005.

**57 61<sup>st</sup> Street (Garnett Rd. to 145<sup>th</sup> E. Ave.) – Tulsa County Portion:** Project was completed in June 2007.

**58 36<sup>th</sup> Street North (Cincinnati Avenue to the Osage County Line):** This project construction was completed in August 2008. Final closeout documentation is complete.

END OF SUMMARY

# EXECUTIVE SUMMARY

## MONTHLY REPORT DECEMBER 2013

### "4 to FIX II" FINANCIAL

Reports from the Tulsa County payment database are attached and indicate financial activity during the reporting period. The 4 to Fix financial model has been reviewed and revised downward. The sales tax has ended.

### INDIVIDUAL PROJECT SUMMARIES

#### CRIMINAL JUSTICE

**18 Juvenile Justice Facility:** Temporary improvements to the existing facility for fire protection are complete. Planning and programming for the proposed new facility are complete. Funds previously transferred to the Tulsa County general fund for the previous land purchase and the escrow rebate have been placed into an appropriate restricted account for future use.

**19 4<sup>th</sup> Floor Court House Remodel:** The project is complete.

**20 Traffic & Protective Courts:** The project is complete.

**20 Jury Room / Administration Building Entrances:** The Denver entrance opened in January 2013 with continuing work on the Plaza entrance. The BOCC awarded a bid & executed a contract in May 2013. Work on the Jury Room began in June, with substantial completion in late 2013. The contractor has been intermittent at addressing punch list items and full retainage is being withheld pending satisfaction of all remedial issues.

#### PARKS

##### **31 O'Brien Park:**

**Soccer Field Improvement:** Project cancelled and funds have been retasked to other O'Brien improvements.

**Football:** Construction completion on the football field lighting occurred in April 2010. Construction on the bleacher areas and sidewalks was complete in September 2010. **New bleachers were purchased in December 2013 and will be installed by the Parks Department prior to football season.**

**Recreation Center and Pool Bathhouse Renovations:** The community center and bathhouse renovations are complete.



**Baseball Field Improvements:** The fence installation and lighting have been completed (September 2008), as has the lighting replacement for the existing fields (February 2009). The expanded baseball area parking facility is complete (May 2009). Installation of the parking lot lighting and electric service modifications were completed in November 2009. Phase III improvements to the baseball fields consisted of re-installation and replacement of some fencing and concrete paving at the existing fourplex fields. This project has been completed (January 2011).

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**Replace Play Equipment:** These playground improvements are complete.

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**Clubhouse area renovation:** This project was completed in June 2010.

**Trail Lighting:** Installation will be completed by the Parks Department, and work began in August 2013. **Installation was completed December 2013. The plan for demolition of the old lights is being developed.**

**TRANSPORTATION – DISTRICT 1**

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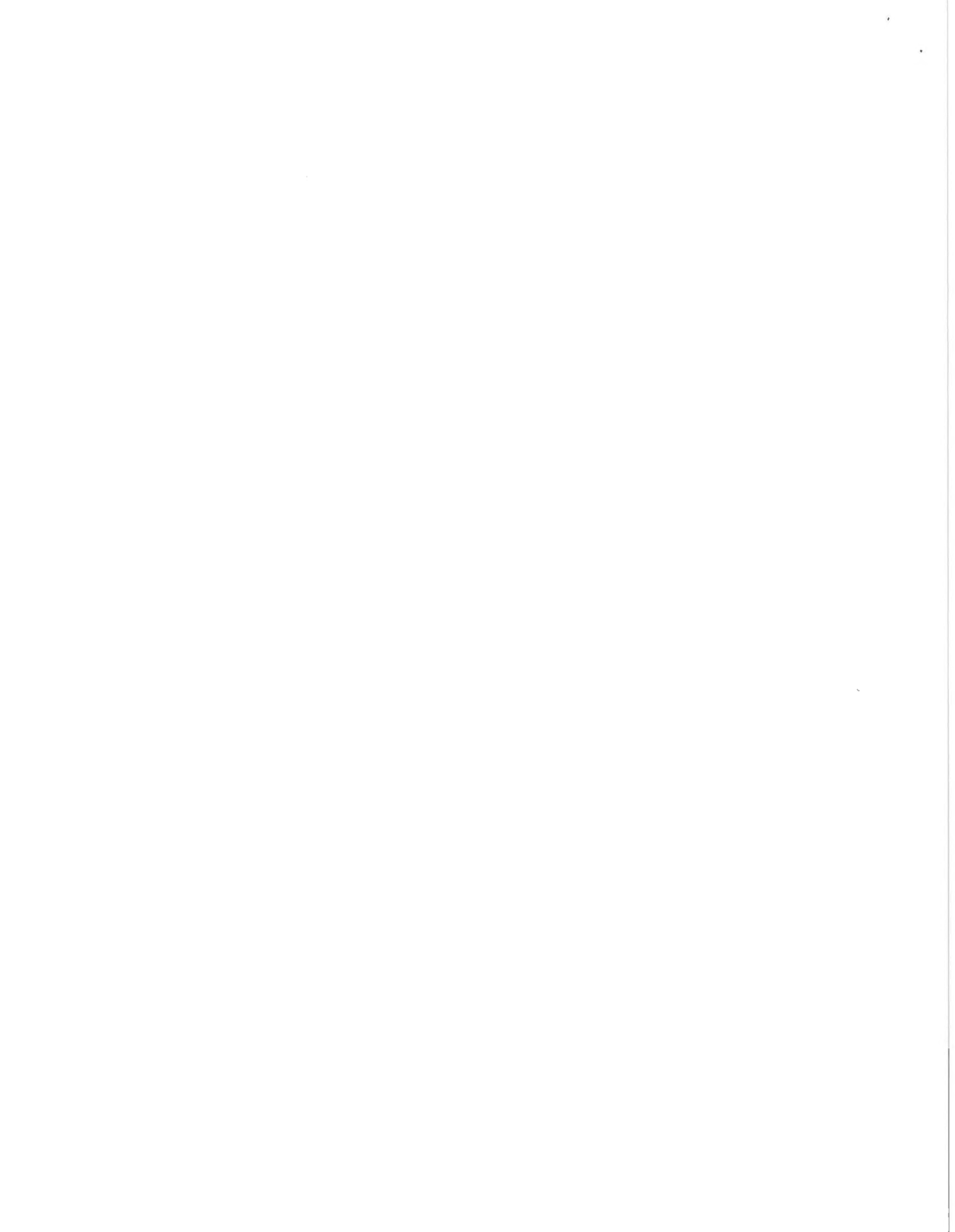
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**67 Katy Trail:** The trail overlay and widening work was coordinated with the River Parks Authority and was completed in early May 2012.

**68 71<sup>st</sup> Street South Bridge Lighting:** Project was deleted by the BOCC in August 2013.

### TRANSPORTATION – DISTRICT 3

**69 E. 151<sup>st</sup> Street South Widening:** Project is complete.

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**72 E. 101<sup>st</sup> Street South & S. Yale Avenue Intersection:** Tulsa County has completed the construction of the interim improvements which improved turning movements from westbound to northbound traffic and drainage improvements.

### EXPO SQUARE

**Exchange Center:** The project is complete.

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**Pavilion VIP Seating:** The project is complete.

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**Maintenance / Storage Facility:** The project is complete.

Upon reconciliation of the project funds utilized by Expo Square, the Tulsa County fiscal office determined that money should be returned to the County for utilization in the 4 to Fix II projects. This was a result of significantly declining revenues adversely impacting the program following the Expo allocation and expenditure.





## EXECUTIVE SUMMARY MONTHLY REPORT JANUARY 2014

### SIGNIFICANT VISION 2025 PROJECTS PRESENTLY UNDER CONSTRUCTION

Items in **bold** text indicate projects that began construction in the reporting month.

Route 66 – Multiple Projects  
Downtown/Neighborhoods – Tulsa: Multiple Projects  
Haikey Creek Flood Prevention – Permitting  
Tulsa County Parks – Haikey Creek Restroom Replacement

Items in **bold** text indicate modifications have been made from the previous month's report.

### SALES TAX OVERVIEW COMMITTEE

The Sales Tax Overview Committee met in November and accepted the October 2013 report without exception. Other STOC business included approval of the (calendar year) 2014 meeting schedule and officer nominations for action in January 2014.

### VISION 2025 FINANCIAL

**Total sales tax receipts now exceed \$541 million. January receipts were \$5,351,408.37 for a fiscal year total of \$35,780,328.89. In the month of January 2014, approximately \$114,000 in project payments were processed for \$561.8 million in Vision 2025 project payments to-date.** Present (revised) estimates indicate sufficient resources for all program expenses, and overall revenue collections continue to show modest yearly growth the past three fiscal years and this year (ending June 30). Projections indicate there will be a modest surplus to the program. However, growth projections forward continue to be minimal as endorsed by the STOC in order to maintain a conservative approach.

### INDIVIDUAL PROJECT SUMMARIES

**16 American Airlines:** American Airlines has completed all projects related to its Vision 2025 funding and all funds have been released.

**17 OU-Tulsa:** The Parking Garage construction was complete in June 2006 and Vision 2025 portion of the Clinic construction was complete in May 2007.

**18 OSU-Tulsa:** The building project construction was substantially complete in October 2007. The enhancement project to the clean rooms in the Advanced Technology Research Center was reported substantially completed on October 1, 2009. The University's final payment request was received, processed and paid in December 2011.

**19 NSU-Broken Arrow:** Project is complete (Classroom – July 2006; Science – December 2006; Library – March 2007; and Administrative Building Expansion – May 2007).

**20 Langston-Tulsa:** Construction was complete in February 2009. The final project phase has been identified by the University, and authorization for additional expenditures has been approved by Tulsa County. Construction of the flag plaza and storage facility was completed in August 2013. **All work has been completed.**

**21 Tulsa Community College – Southeast Campus:** Project is complete. The East Building Addition construction was complete in May 2006 and the South Building Addition construction was complete in October 2006.

**22 Common ED Funding for Instructional Material:** The Common Education Funding program is complete.

**23 Morton Health Care:** The Clinic construction was complete in September 2006. Motor Pool Facility construction was completed in December 2008. The final phase of the project is in construction, and includes adverse weather entrance enhancements to both the employee entrance and the front entrance, plus modifications to the dental treatment area intended to expand the pediatric practice. The Morton Office and Canopy Additions project was awarded in January, and construction commenced in February 2013. All work has been completed.

**24 BOK Center / Convention Center:**

**BOK Center:** Project complete – August 2008.

**Convention Center:** Project complete – December 2009.

**25 Expo Square:** All Vision 2025 funds expended.

**Barn D:** Project complete – November 2006.

**Central Plant:** Project complete – May 2006.

**North Arena:** Project complete – September 2005.

**Expo Roof:** Project complete – September 2005.

**Pavilion Suites (VIP Boxes):** Project is complete.

**Horse Stalls:** Project is complete.

**Barn E:** Project complete – September 2005.

**Arena Bleachers (Livestock Seating):** Project is complete.

**Central Park Hall:** Project complete – March 2008.

**Armory Hall Roof Replacement:** Project complete – April 2007.

**Armory Hall Central Service Kitchen:** Project complete – September 2008.

**Expo Bath & Concessions (1<sup>st</sup> Phase):** Project complete – September 2005.

**New Exchange Center:** Project complete – September 2008.

**26 Tulsa County Parks:**

**South County Recreation Center:** The Center was complete in May 2006. The pool shade structure bid package was bid and awarded in February 2012 and was completed in May 2012.

**Haikey Creek Park Improvements:** The playground was completed in August 2008. The Restroom project was accepted as fully complete on December 20, 2013, the South Rest Room is winterized and will open in spring 2014. **Its rear landing was completed by the Tulsa County Parks Department in January 2014.**

**LaFortune Park:**

**Community Center:** The Community Center was completed in July 2008.

**Tennis Center:** The Phase I nine new courts were completed in March 2009. The construction for phase II was complete in September 2010.

**Picnic Shelters:** Project was completed in 2006.

**O'Brien Park:** All Vision 2025 projects completed as of December 2009.

The remaining Vision2025 budgeted funds are approximately \$30K.

**Master Plan:** Project was completed in February 2005.

**Land Acquisition and Building Demolition:** Project was completed in Sept. 2005.

**Baseball Area Restroom and Concession Building:** Project was completed in November 2005.

**Golf Course:** Project was completed in October 2006.

**Roadway:** Construction was substantially complete in July 2006.

**Practice Golf Course and the Golf Operations Building:** Projects were completed in October 2006.

**Additional Projects:** Installation of the trail lights was completed in June 2008.

**Batting Cage Building:** This project was completed in January 2011. The building was combined with a second new Baseball Concession Facility to be located southeast of the new complex.

**Bixby Community Center:** Replacement of the Center's roof, air conditioning, and duct work was completed in January 2009. The new exterior building signage was installed in June 2009.

**27 Broken Arrow Community Center and Swimming Pool:** Construction of the Community Center was completed in February 2007. The Swimming Pool was completed in June 2007. The City of Broken Arrow had \$238,372.92 in available funds for this project, that were utilized for additional sun shade structures & picnic shelters, which were completed in time for the opening day of the 2013 swim season. Additional grading and concrete swales are being considered to improve stormwater drainage around the swimming pool site. These drainage improvements will exhaust the remainder of the allocation of this project, but are still in the planning stages as of November 2013. **PMg has counseled the City to move forward with this project as the remaining funds, approximately \$43,000, will expire March 1, 2014.**

**28 Collinsville City Hall & Fire Station / EMS Station:** All projects are complete. The Fire Station/EMS Station was completed in August 2005. The City Hall Renovation was completed in January 2006.



**29 Owasso Community Center:** All original projects are complete. The Community Center HVAC Improvements were completed in August 2004. The Community-Build Park (“Funtastic Park”) was completed in May 2005. The Veteran’s Memorial was completed in November 2005. The YMCA was completed in June 2006. **The 5% reserve funding is being coordinated for release, pending project description information from the sponsor.**

**30 Skiatook Community Center and Swimming Pool:** This project is complete. The new Swimming Pool and Bathhouse were completed in June 2007. The Community Center renovations were completed in April 2008.

**31 Sperry Community Center:** Project is complete. The Community Center Roofing Improvements were completed in April 2005. The Community Center Interior Renovations and Window Replacement were completed in July 2006.

**32 Tulsa Air and Space Museum’s Sky Theater:** The Sky Theater was completed in May 2006. TASM has recently funded the upgrade/replacement of the Theater projection system. The new system is now operational with new shows.

**33 Mohawk Park:** The Oxley Nature Center Building Exterior Renovations were completed in December 2006. All work on the North Tulsa Sports Complex is complete. **The City of Tulsa signed the Operator’s Agreement with Tulsa Sports Commission on December 23, 2013. This completes this Vision2025 project.**

**34 Osage Trail:** Projects are complete. Trail construction and enhancements to the Skiatook trailhead park at Highway 20, funded by Vision 2025, were completed in August 2006. Remaining funds are being utilized as matching future grant funds, enhancements, and trail maintenance equipment, which has been placed in service.

**35 Midland Valley Downtown Trail Extension:** This project was completed in January 2009.

**River Projects:** Due to federal funding limitations, activities have shifted the project from a planning approach with the USACE to a local implementation permitting methodology.

**36 Arkansas River Low-Water Dams** – The US Army Corps of Engineers conducted a “Feasibility Charette” related to the Corridor Master Plan projects on October 28-30<sup>th</sup> with the end result being to confirm there appears to be a federal interest in some of the projects, including the proposed low water dam at Sand Springs and other projects which would likely prove to be of environmental benefit to the corridor. **The final 404 permit for Zink Dam improvements has been fully executed.**

**37 Zink Lake Shoreline Beautification** – This work is included in the current Zink Lake Project.

**38 Zink Lake Upstream Catch Basin and Silt Removal** – Work on the preliminary design Environmental Assessment (EA) development and permitting phase for the Zink Lake improvements. Detailed geotechnical studies were completed in May 2012 with reports due in June. The NEPA document has been submitted and the water quality (201) certification has been received. Meetings were held in January 2013 with Zink Lake stakeholders, City of Tulsa and River Parks Authority to discuss project status, construction funding, and develop coordinated plans with the adjacent privately funded Gathering Place project. **Work on the preliminary design and permitting phase is complete, and USACE has executed the final 404 permit for Zink Dam improvements and returned it to River Parks Authority.**

**39 Route 66:** All project funding is now available upon execution of the pending agreements. The final agreement has been approved by the County, and delivered to the City of Tulsa for action. Approval is expected in January 2014.

**Historic Markers:** This project was completed in September 2006.

**Cyrus Avery Memorial Bridge:** Renovations were completed in January 2008.

**Cyrus Avery Centennial Plaza:** This project is complete. The plaza was completed in July 2008. The “East Meets West” bronze statue was completed and installed in November with dedication held on November 9<sup>th</sup> at the plaza. Work on repairing the bollards is now complete.

**Meadow Gold Sign:** This project was completed in May 2009.

**Frisco Train Site:** The Vision 2025 portion of this project was completed in July 2009.

**11<sup>th</sup> and Yale Intersection:** Construction commenced in January and was completed in August 2013.

**Redfork Streetscaping:** Project is complete, October 2011.

**Interpretive Center:** The design contract for Phase 1 has been executed, and the kickoff meeting was held in January 2011 for program development. The consultants have submitted a new rendering of the building, and the RFP has been approved by the Mayor.

**Gateways:** This project will re-bid. Design has been refined and request for quotes will be sent in December 2013. Quotes will include the design, fabrication and installation of two Gateway signs. **The selection committee received and reviewed proposals in January 2014, with contract awards to made soon.**

**S.W. Boulevard Streetscape Improvements 33<sup>rd</sup> W. Ave. to 27<sup>th</sup> W. Ave. & Sue**

**Bland Oil Well:** Easements on east side of street are signed, and the land lease for the west side is in process.

**11<sup>th</sup> Street (89<sup>th</sup> Ave to Garnett) Sidewalks and Landscaping:** This project is complete, December 2013.

**40 Oklahoma Aquarium:** The fund transfer for fiscal year 2013/14 was completed in June 2013.

**41 Oklahoma Jazz Hall of Fame:** This Vision 2025 project was completed in June 2007. Follow-up projects, such as roof replacement, were funded by building tenant revenues and were completed in July 2009.

**42 American Indian Cultural Center (Site Infrastructure):** At present, allocation of the Vision 2025 portion of this project is subject to the results of NIMI's fund raising activities which appear to be challenged. Unless other significant action is noted, PMg will recommend this project be cancelled.

**43 Downtown/Neighborhoods – Bixby:** All projects are complete.

**Downtown Renovation Demonstration Project:** Project completed in September 2004.

**Downtown Streetscaping Project:** Project completed in September 2006.

**Parks Security Camera Project:** Project completed in February 2007.

**151<sup>st</sup> Street Widening Project Purchase of Street Right-Of-Way:** Project completed in May 2007.

**44 Downtown/Neighborhoods – Broken Arrow:** Work is complete on all of the Broken Arrow Downtowns and Neighborhoods projects.

**Historical Museum:** Project completed in April 2008.

**Gateway project at Washington and Main:** Project completed in June 2008.

**Streetscapes – El Paso and Main Intersection:** Project completed in July 2008.

**Streetscapes – Broadway and Main Intersection:** Project completed in July 2008.

**Streetscapes – Houston and Main Intersection:** Project completed in July 2008.

**Streetscapes – Broadway St Sidewalk and Landscaping:** Project completed in July 2008.

**Farmers Market:** Project completed in November 2008.

**Central Park Splash Pad:** Project completed in April 2007.

**Veterans Park Fountain:** Project completed in October 2007.

**4<sup>th</sup> and Kenosha Signalized Pedestrian Crossing:** Project completed in February 2008.

**Sidewalk and Wheelchair Ramp Improvements:** Project completed in April 2008

**Main and Mason Detention Facility:** Project completed in May 2008

**Rhoades Detention Improvements:** Project completed in August 2008.

**45 Downtown/Neighborhoods – Collinsville:** Construction of the first phase of the Main Street Master Plan Enhancements was completed in October 2008. The City along with the Collinsville Public Schools have re-surfaced the tennis courts at the Collinsville City Park and has been reimbursed with Vision 2025 funds.

**46 Downtown/Neighborhoods – Glenpool:** The downtown/neighborhoods project, paving and sidewalk improvements, was completed in December 2005. Construction on the Elwood Roadway Improvement project was completed in February 2007. The Black Gold Park Centennial Landmark project was completed in March 2008. The Glenpool Downtown/Neighborhoods projects are complete.

**47 Downtown/Neighborhoods – Jenks:** All projects are complete. The Downtown Phase II Beautification Project was completed in August 2004. The East Main Street Sound System Project was completed in March 2005. The Veterans Park Playground was completed in October 2006, the Landscaping was completed in January 2007 and the Restroom Pavilion was completed in March 2007.

**48 Downtown/Neighborhoods – Owasso:** Burial of the overhead utilities was completed in January 2007. Construction on the Vision 2025 portion of the Main Street Streetscape Enhancement project was complete in October 2008. Construction work on the Rayola Park trail improvements project has been completed. Project is complete, December 2011.

**49 Downtown/Neighborhoods – Sand Springs:** The final project of many for Downtown/Neighborhood Sand Springs was completed in May 2007.

**50 Downtown/Neighborhoods – Skiatook:** The Downtown Sidewalk Improvements/Decorative Brick Patterned Concrete project was completed in March 2007, decorative benches were completed in July 2007, parking lot was completed in April 2008, the pocket park and landscaping was completed in June 2008, and the Antique Street Lighting was completed in October 2008. The neighborhoods decorative fencing project was completed in March 2008.

**51 Downtown/Neighborhoods – Sperry:** Project is complete. Construction of the Main Street Sidewalk project was completed in December 2005 and the 2<sup>nd</sup> Street Sidewalk project was completed in February 2006.

**52 Downtown/Neighborhoods – Tulsa:**

**H. A. Chapman Centennial Green:** The basic project was completed in August 2008, with sign enhancements completed in 2009. Warranty replacement of failed trees and shrubs from the initial contract occurred in March 2010. The City has replaced the failed trees in connection with the adjacent Vision 2025 streetscaping project. The new wall coating for the veneer walls of the H.A. Chapman Green is complete.

**Centennial Walk Project:** This project was completed in July 2008. Additional work on the Centennial Walk and Green was awarded in December 2011. Construction commenced in March 2012 and is complete.

**South Main Street between 6<sup>th</sup> & 7<sup>th</sup>** – This project was completed in December 2012.

**Neighborhood Projects:** The City is moving forward with phase 1, 2 and 3 neighborhood projects, with final four projects under construction.

**Downtown Housing Development Assistance Program:** Observed work continues on the Mayo Office Building.

**Bartlett Square Fountain:** The construction of this project has been awarded. **Construction began January 2014, and is expected to be complete at the end of February.**

**53 Haikey Creek Flood Prevention:** In response to FEMA requests for additional information, the City of Bixby will be submitting Supplement #3 Letter in January 2014, with further geotechnical information for use in the CLOMAR review. **FEMA has agreed that some of their requirements include discrepancies, and have agreed to extend the January deadline while they determine how to resolve the issues.** The City's consulting engineers are preparing an updated budget based on the data received from the geotechnical investigation submitted to FEMA in August 2013.

**54 Owasso Medical Complex (Utilities):** The Water Storage Tank project was completed in July 2005. The first phase of the North Service Area Transmission Line was completed in October 2005. Phase II was completed in December 2006. The City of Owasso has requested the release of the 5% reserve for this project. The necessary agreement has been developed and was approved November 19, 2013, and full payment was made in December 2013 to complete the project.

**55 Sand Springs Keystone Corridor Redevelopment:** All project funds have been expended. The remainder of improvements will be completed by the City and Developer, current planning for infrastructure includes construction of a new hotel.

**56 61<sup>st</sup> Street (US 169 to Garnett Rd.) – City of Tulsa Portion:** Project was completed in March 2005.

**57 61<sup>st</sup> Street (Garnett Rd. to 145<sup>th</sup> E. Ave.) – Tulsa County Portion:** Project was completed in June 2007.

**58 36<sup>th</sup> Street North (Cincinnati Avenue to the Osage County Line):** This project construction was completed in August 2008. Final closeout documentation is complete.

END OF SUMMARY



# EXECUTIVE SUMMARY

## MONTHLY REPORT JANUARY 2014

### "4 to FIX II" FINANCIAL

Reports from the Tulsa County payment database are attached and indicate financial activity during the reporting period. The 4 to Fix financial model has been reviewed and revised downward. The sales tax has ended.

### INDIVIDUAL PROJECT SUMMARIES

#### CRIMINAL JUSTICE

**18 Juvenile Justice Facility:** Temporary improvements to the existing facility for fire protection are complete. Planning and programming for the proposed new facility are complete. Funds previously transferred to the Tulsa County general fund for the previous land purchase and the escrow rebate have been placed into an appropriate restricted account for future use.

**19 4<sup>th</sup> Floor Court House Remodel:** The project is complete.

**20 Traffic & Protective Courts:** The project is complete.

**20 Jury Room / Administration Building Entrances:** The Denver entrance opened in January 2013 with continuing work on the Plaza entrance. The BOCC awarded a bid & executed a contract in May 2013. Work on the Jury Room began in June, with substantial completion in late 2013. The contractor has been intermittent at addressing punch list items and full retainage is being withheld pending satisfaction of all remedial issues.

#### PARKS

##### **31 O'Brien Park:**

**Soccer Field Improvement:** Project cancelled and funds have been retasked to other O'Brien improvements.

**Football:** Construction completion on the football field lighting occurred in April 2010. Construction on the bleacher areas and sidewalks was complete in September 2010. New bleachers were purchased in December 2013 and will be installed by the Parks Department prior to football season.

**Recreation Center and Pool Bathhouse Renovations:** The community center and bathhouse renovations are complete.

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**45 Southlakes HVAC:** Funds were made available in August 2011 to replace the entire HVAC system of the clubhouse. Work was completed in May 2012. Final payment has been made and the completion documents were accepted.

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**Replace Play Equipment:** These playground improvements are complete.

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**Clubhouse area renovation:** This project was completed in June 2010.

**Trail Lighting:** Installation will be completed by the Parks Department, and work began in August 2013. Installation was completed December 2013. **The Parks Department has begun removal of the old lights and will continue as time and weather permit.**

**TRANSPORTATION – DISTRICT 1**

**56 E. 56<sup>th</sup> Street North:** All right-of-way parcels have been acquired and utility and fencing relocations are underway. Tulsa County Engineers continue to defer advertising for construction bids.

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**58 E. 51<sup>st</sup> Street South Widening & Intersection:** Project is complete, November 2011.

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**TRANSPORTATION – DISTRICT 2**

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**65 W. 51<sup>st</sup> Street South Widening (Hwy. 97 to 129<sup>th</sup> W. Avenue):** Work began in October 2011 and is complete.

**66 Zink Dam Modifications:** This project is being coordinated with other developing and proposed projects in this portion of the Arkansas River corridor. USACE issued the final 404 permit for Zink Dam improvements, and has received the signed permit back from River Parks Authority. **USACE has signed and returned the fully executed 404 Permit to RPA in January 2014.**

Tulsa County authorized funds to assist with repairs to the dam by River Parks Authority which are underway.

**67 Katy Trail:** The trail overlay and widening work was coordinated with the River Parks Authority and was completed in early May 2012.

**68 71<sup>st</sup> Street South Bridge Lighting:** Project was deleted by the BOCC in August 2013.

### TRANSPORTATION – DISTRICT 3

**69 E. 151<sup>st</sup> Street South Widening:** Project is complete.

**71 S. Garnett Road Widening & E. 101<sup>st</sup> Street South Intersection Improvements:** Continuing negotiations for right-of-way acquisition. City of Tulsa bidding water line relocation.

**72 E. 101<sup>st</sup> Street South & S. Yale Avenue Intersection:** Tulsa County has completed the construction of the interim improvements which improved turning movements from westbound to northbound traffic and drainage improvements.

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### **3. SPECIAL EVENTS / ACTIVITIES**





## Memorandum

**To:** Thom Moton, City Manager 

**From:** Michael Skates, Director of Development Services 

**Date:** March 4, 2014

**Subject:** Notice of Special Event Permits Approved

The following special event applications were approved by the Broken Arrow Special Events Committee.

Event	Event Begins	Event Ends	Sponsors/Event Organizers	Police/ Fire	Expected Attendance	Road Closure
ShamROCK the Rose District	03-15-14	03-15-14	BA Buzz	Yes	2,000	Yes – Main from Dallas to Commercial
Just Between Friends	03-27-2014	03-31-2014	Just Between Friends	No	2,000	None
Community Carnival	04-19-2014	04-19-2014	The Assembly of Broken Arrow	No	2,000	None
Craft District	04-25-2014	04-26-2014	CraftDistrict.net	No	400	None
Cure FA Walk	05-03-2014	05-03-2014	Christin Haun and Chris Mills	Yes	200	None
Broken Arrow Reggae & Cultural Festival	Event	Cancelled				
Rose Pedal Race (Bike)	05-23-2014	05-25-2014	Spokehouse – Zach Pfaff	Yes	900-1,000	Tentative event – road closure will be included when firm date is established
Tulsa Tour de Cure	05-31-2014	05-31-2014	St. Francis	Yes	650	None
Wine, Eats and Easels	06-13-2014	06-13-2014	Friends of Broken Arrow	Yes	1,500	None
Rockets over Rhema	06-20-2014	06-20-2014	Rhema Bible College	Yes	30,000	Various Roads in the area surrounding Rhema – Plan to be submitted before event.
Chalk It Up	06-06-2014	06-07-2014	City of Broken Arrow	Yes	500-750	Yes, Main Street from Broadway to Dallas.
Taste of Summer	07-19-2014	07-19-2014	Chamber of Commerce	Yes	10,000	None