

To: Honorable Mayor and City Councilors
From: Russell Gale, Acting City Manager
Date: October 24, 2014
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- General Services Report: Free Dump Day Results

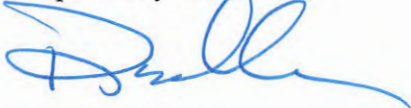
2. GENERAL CORRESPONDENCE / NOTIFICATION

- Letter from Tulsa Regional Chamber Regarding Tulsa's Future – Economic Development Plan
- Utilities Department – September 2014 Monthly Report
- Development Services Report – Partial Road Closure for District 222 and OUBCC Codes Update
- Tulsa World News Article – New Businesses at Main Street Square

3. SPECIAL EVENTS / ACTIVITIES

- Press Release: BAEDC Receives Excellence in Economic Development Award
- List of Special Events Reviewed and Approved
- List of Upcoming Rose District Events

Respectfully submitted,



Russell Gale

jmh
Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



INTEROFFICE MEMO

To: Jeff Jenkins, Assistant City Manager
From: Lee Zirk, General Services Director
Date: October 21, 2013
Re: Free Dump Day, Fall 2014

The following details the data of the 2014 Fall Free Dump Day event:

General	Fall 2014	Fall 2013	Fall 2012	Fall 2011
Date:	10-17-14	10-12-13	10-13-12	10-15-11
Location:	Landfill	Landfill	Landfill	Landfill
Vans/Cars	15	18	5	12
Pickups	173	178	42	126
Trailers	60	49	17	45
Vehicle count:	248*	245	64	183
Man Hours Worked:	55	44	44	44
Costs:				
Landfill Tipping Fees:	\$4,245.00	\$ 4,075.00	\$1,105.00	\$3,145.00

*Of the 248 visits to the landfill, 51 visits or 20.5 %, did not subscribe to Broken Arrow refuse service or did not subscribe to any Broken Arrow services at all.

20 visits were by residents that did not use any BA utilities

31 visits were by residents that had BA utilities but no refuse service

The original intent of Free Dump Days was to provide a means for Broken Arrow Residents to clean up their properties and dispose of those items free of charge. At that time it may or may not have been contemplated that this service would be used by residents that do not use our refuse service or in outlying areas that receive no City services. The cost of this service is paid from the Sanitation Division operational budget. As this service is funded from Broken Arrow customers subscribing to Broken Arrow refuse service, the staff would like some feedback on whether or not this service should be continued to be available to residents not subscribing to our refuse service. If not, one possible solution may be to require users to present a City of Broken Arrow utility bill showing refuse service charges at the free dump day event. Your feedback on this item is appreciated.

2. GENERAL CORRESPONDENCE / NOTIFICATION



tulsa's future
regional economic development

TULSA REGIONAL CHAMBER . WILLIAMS CENTER TOWER I, SUITE 100 . ONE WEST 3RD STREET . TULSA, OKLAHOMA 74103 . 918 585 1201

TULSA'S FUTURE OVERSIGHT COMMITTEE

Ken Levit
2014 Chair, Tulsa's Future
Executive Director
George Kaiser Family Foundation

William Collins
Vice President - Base Maintenance
American Airlines

Michael Cooper
Director, External Affairs
AT&T

Paula Marshall
Chief Executive Officer
Barna Companies, Inc.

Dan Ellinor
Chief Operating Officer
Bank of Oklahoma

Ted Haynes
President
Blue Cross Blue Shield of Oklahoma

Richard Haldeman
President and CEO
Cancer Treatment Centers of America

Shawn Slaton
Chief Executive Officer
Cherokee Nation Businesses, LLC

The Honorable Dewey Bartlett
Mayor
City of Tulsa

Hans Helmerich
Chairman and Chief Executive Officer
Helmerich & Payne, Inc.

David Stratton
Market President
JPMorgan Chase & Co.

David Stewart
Chief Administrative Officer
MidAmerica Industrial Park

George Tiger
Principal Chief
Muskogee (Creek) Nation

Dan Harrison
Senior Vice President
ONEOK Inc.

Neil Cornelius
Chief Executive Officer
Osage Casinos

Stuart Solomon
President and COO
Public Service Company of Oklahoma

Chet Cadieux
Chairman, CEO and President
QuikTrip Corp.

Jake Henry Jr.
President and CEO
Saint Francis Health System

Stacy Schusterman
Chairman & CEO
Samson Energy Company, LLC

Richard Boone
Foundation President
St. John Health System

Richard B. Williamson
Chairman of the Board
T. D. Williamson, Inc.

Mike Neal
President and CEO
Tulsa Regional Chamber

Commissioner Ron Peters
Chairman
Tulsa County Industrial Authority

Bill Masterson Jr.
Publisher
Tulsa World

Alan Armstrong
President and CEO
Williams

Wade Edmundson
Chair, Tulsa Regional Chamber
CEO, Oklahoma
Commerce Bank

October 16, 2014

Mr. Russell Gale
City of Broken Arrow
P.O. Box 610
Broken Arrow, OK 74013-0610

City of Broken Arrow

OCT 23 2014

City Manager's Office

Dear Russell:

It gives us great pleasure to acknowledge your recent payment of \$5,000 to Tulsa's Future, the Tulsa Regional Chamber's economic development plan.

Since 2011, your investment coupled with the strength of our regional partnerships has supported the creation of more than 17,000 jobs, 9,000 of which have generated salaries of \$50,000 or greater for local employees and bolstered prime industry sectors such as energy, logistics and manufacturing.

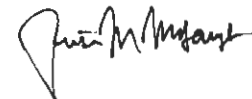
Recent announcements with companies like Verizon and Macy's, Inc. are showcasing the viability of our region as an attractive place to do business, and drawing international attention to our highly-trained workforce and natural resources. Your support has helped our region retain hundreds of jobs, secure more than \$760 million in capital investment to date, and achieve notable successes in workforce attraction and entrepreneurship.

The continued fulfillment of your Tulsa's Future pledge will assure full implementation of our critical five-year plan through 2015 to improve our region's competitive positioning and economic prosperity. Thank you for continued partnership.

Sincerely,



Michael S. Neal, CCE, CCD
President & CEO
Tulsa Regional Chamber



Justin McLaughlin, CCE, CECD
Sr. VP, Economic Development
Tulsa Regional Chamber

Tulsa Future, Inc. is a 501(c)(3) non-profit organization (Federal ID # 23-7033283). For federal tax purposes, investments made to this program can be tax deductible as charitable contributions, or can be treated the same way as membership dues, ordinary and necessary to the conduct of business. No goods or services have been exchanged for this contribution. As with any contribution, please consult your tax advisor.

To: Russell Gale, Acting City Manager

From: Anthony Daniel, Utilities Director 

Date: October 22, 2014

Re: Utilities Department Monthly Report – September 2014

	September 2014	September 2013	% Change
Water Purchased and Distributed			
OOWA – Water Purchased	0 MG	491.4 MG	--- %
Water – Sold	399.0 MG	413.7 MG	-3.6%
[Verdigris WTP came on line April 10, 2014]			
Wastewater Treated			
Lynn Lane Plant	115.4 MG	113.2 MG	1.9 %
Haikey Creek Plant (BA)	132.3 MG	134.9 MG	-1.9 %
Haikey Creek Plant (Tulsa)	163.7 MG	163.5 MG	.1 %
Water Distribution			
Tap and Meter Sets	52	64	-18.7 %
Meters Repaired/Replaced	30	149	-78.4 %
Line Locates Done	304	335	-9.3 %
Service/Meter Leaks	30	152	-80.3 %
Distribution Leaks Repaired	12	10	20.0 %
Fire Hydrants Repaired/Replaced	30	97	-69.1 %
New Water Line Installed	550 lf	2 lf	99.6 %
Fire Hydrants Exercised and Painted	55	Total to date	686
Sanitary Sewer Collection			
Sewer Line Blockages	1	5	-80.0 %
Sewer Line Cleaned	800 lf	5,600 lf	-85.7 %
Sewer Line Repaired	15 lf	17 lf	-11.8 %
Line Locates Done	60	55	8.4 %
Sanitary Sewer Overflows Reported	1	2	-50.0 %
New Sewer Line Installed	0 lf	112 lf	--- %
Other			
Grease Traps Inspected	5	Total to date	89

Wastewater Treatment Flow Report

Sep-14

Location	Sep-14 (MG)	Sep-13 (MG)	% Change
Lynn Lane Wastewater Treatment Plant (Includes Tulsa TB04)	115.379	113.160	2.0
Haikey Creek Treatment Plant (Broken Arrow)	132.330	134.941	-1.9
Haikey Creek Treatment Plant (Tulsa)	163.686	163.452	0.1
Broken Arrow → Tulsa Northside (BT01)	3.310	4.024	-17.7
Tulsa → Lynn Lane Wastewater Treatment Plant (TB04)	3.714	3.474	6.9
Tulsa → Lynn Lane Wastewater Treatment Plant (TB05)	5.078	4.794	5.9

Lift-Booster Station Equipment Maintenance Summary

September 18, 2014 to October 17, 2014

1. Ordered parts for lift stations Adams Creek Northwest and Adams Creek (shafts, seals, sight gauges bearings); Greens Lift Station (exhaust fan belts).
2. Ordered vacuum monitoring probes for Turnberry Lift Station.
3. Callout to Villas On the Greens; Vacuum pumps running continuously; Check valve and globe valve need replacing.
4. Generator at Greens Lift Station running continuously. Command control board and Line Voltage board failed. United Engines technician called to troubleshoot. Installed CC and LV boards and perform run and load test. Generator failed to generate line voltage. Alternator diodes failed. Winding damage. Get quote on repair of alternator and pricing on new one.
5. Pump Line #3 @ Adams Creek Northwest faulting to ground. Replace existing split nut with insulated connectors in the motor junction box. Will replace Pump Lines #1 and #2 with new insulated connectors.
6. Vacuum pump failure @ Florence Lift Station. Ordered new pump and replace.

LLWWTF Maintenance Summary

September 18, 2014 to October 17, 2014

1. Tractor #0846 engine light on. Sent in to Fleet Maintenance for diagnosis. Replaced EGR valve.
2. Truck #0352 brakes out. Sent to Fleet Maintenance for repair.
3. Truck #0113 sent to Fleet Maintenance for front end repair and alignment. Cannot drive down road without steering drifting from side to side. Transmission slipping.
4. Piping and check valve in Grit Bldg. scheduled for installation this month.
5. Chlorine system shut down and evacuated for season; Analyzer pump winterized.
6. West chlorine regulator bypassing through vent; Order replacement.
7. Sodium Bisulfite pumps shutdown and winterized.
8. Welded repair patch on Grit Classifier due to oxidation of metal.
9. Seals for Digester Blowers scheduled for installation this month.
10. Installation of new Effluent meter completed and calibrated. New scaling needed on SCADA.
11. Secondary Screw Pump #1 motor starter failed due to lightning strike. By-pass occurred and was to ODEQ. Repair was made with parts on-hand. Need lightning protection and surge protection for this equipment.
12. FEB pump seal replacement scheduled this week.
13. RAS Pump #4 check valve has seal leaking. Waiting on price and availability from HD Supply.
14. Belt Press gearbox oil changed.
15. South Thickener gearbox oil changed. Lubricated motor gearbox and chain drive.
16. Clarifier #2 phase monitor failed. By pass monitor for continuous operation. Order new parts.
17. Oxidation Ditch MCC Bldg. not cooling. Custom Services called out for repair to AC Unit.
18. Clarifier #1 and #2 gearbox oil changed. Lubricated motor gearbox and chain drive.
19. Vehicle #1303 steering issues. Sent to Fleet Maintenance.

WATER DISTRIBUTION

1. Repaired 7 main line breaks and replaced 1 tapping saddle.
2. Replaced 3 leaking crossings.
3. Replaced 3 fire hydrants.
4. Repaired 37 fire hydrants.
5. Painted 55 fire hydrants.
6. Replaced 3 main line valves.
7. Replaced 194 meters and responded to 74 meter leaks.
8. Repaired or Replaced 51 meter and valve boxes.
9. Replaced 13 Curb Stops.
10. Flushed the Tulsa Connection weekly.

SEWER COLLECTION

- | | |
|--|---------------------------------|
| 1. Had 13 Service Requests | 2. Sewer Line Blockages: 1 |
| 3. Repairs on Lift Stations: 40 | 4. Manholes Repaired: 3 |
| 5. Replaced Broken Sewer Mains: 15 ft. | 6. Sewer Lines Cleaned: 800 ft. |
| 7. Line Locates: 60 | |

METER READING

- | | |
|-----------------------------------|-------------------------------|
| 1. REPLACED 57 WATER METERS | 10. RAISED 4 METERS |
| 2. REPLACED 6 METER BOXES | 11. PULLED 4 METERS |
| 3. REPLACED 10 METER BOX LIDS | 12. REPLACED 4 METER STOPS |
| 4. DOOR HANGERS FOR BAD CHECKS 50 | 13. RESIDENT CHECKS 16 |
| 5. REREADS/LEAK TESTS 148 | 14. REPLACED AMR REGISTERS 32 |
| 6. TURN ONS 253 | |
| 7. TURN OFFS 341 | |
| 8. NEW ACCOUNTS 494 | |


1. Replacing Water line on garnett Rd. Installed 550' of 12" C900 (Relacing Old 8" Water Line)
2. Jumped in 12" MJ x MJ Inline Valve.. South side of Quick Trips drive way @ 81st And Garnett Rd

WATER QUALITY

Flushed weekly dead end line X3, 2 week lines X4, monthly lines X24
9 dirty water calls (spoke with customer and flushed 1 or 2 hydrants in area, depending on location)
100 Bac-T samples, 2 chlorine (am/pm) daily
Flushed Tulsa Connection. Jerry Hanewinkel

September 2014 Water Quality complaint calls

<u>Date</u>	<u>Address</u>	<u>Complaint</u>	<u>Solution</u>
12-Sep	3703 S 13th Pl.	water filter clogged twice	flushed nearest hydrant 20 min. 2.7 mg/l chlorine residual
29-Sep	same	same	flushed same hydrant 3.0 mg/l chlorine at start
12-Sep	200 E Broadway Ave (Summit Christian Academy)	dirty water	flushed hydrant at 4th and Broadway 2 hrs. past clear. 2.0 mg/l chlorine
12-Sep	1700 W Detroit St	dirty water	Flushed closest hydrant 15 min. 2.4 mg/l chlorine
16-Sep	929 W. El Paso st	dirty water	flushed hydrant @ 929 W El Paso 15 min and @ 804 El Paso 15 min. 2.8 mg/l chlorine
16-Sep	1004 W Quinton St	dirty water	opened hydrant @ Quinton/ Fawnwood and Doewood/ Quinton, 20 min each. 2.5 mg/l chlorine
22-Sep	505 E Natchez St	dirty water, bad smell, fumes, foamy	opened hydrant nearest to home 20 minutes. 2.0mg/l chlorine
23-Sep	2905 S Aspen Ct	dirty water, black flakes	flushed hydrant 2 houses up, 2.1 mg/l chlorine
29-Sep	5604 S Juniper Ave	bad taste	flushed hydrant across from house, (very dirty 15 min.) to clear. 2.8 mg/l chlorine

To: Russell Gale, Acting City Manager
Cc: Jeff Jenkins, Assistant City Manager
From: Michael W. Skates, Development Services Director 
Date: October 24, 2014
Re: Development Services Report

1. **District 222, Partial Main Street Closure for Crane** – The Ross Group (RG) Contractor has requested partial closure of the west parking spaces and southbound lane of Main Street for placement of a medium sized boom crane. The Crane will be used to hoist lumber wall sections, lumber beams and wood trusses.

RG has requested 6 to 7 times they will need to set the crane on Main for construction. They will set up and close a portion of Main Street in the early morning hours, 4 to 5 am, and reopen the street no later than 10 am. Traffic flaggers will be positioned North and South of the boom truck crane to facilitate the flow of traffic in all directions through the road lane blockage.

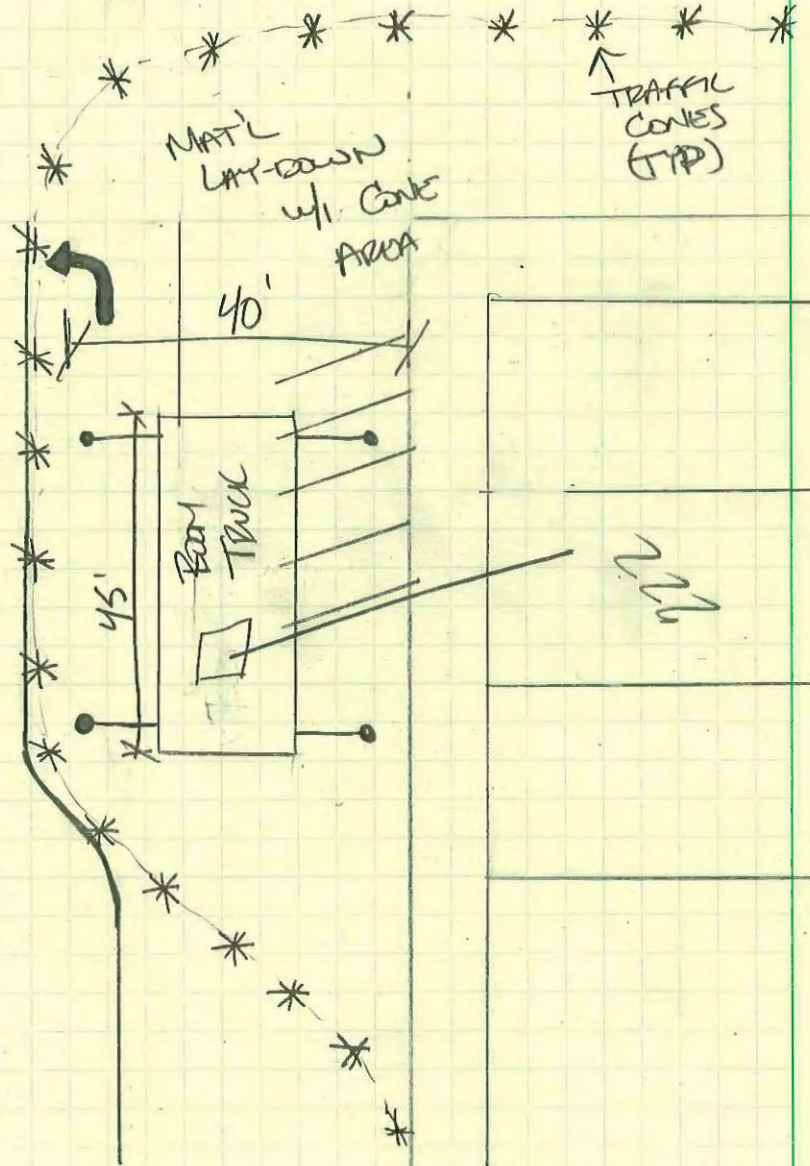
The first closure is Monday, October 27, 2014. A second scheduled closure is Thursday, October 30, 2014. The other dates have not been scheduled but will be provided each week prior to the date closure.

A sketch of the closure is provided.

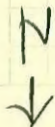
2. **OUBCC Codes Update** – Please see attached memo from Chief Building Inspector Joe Williford, MCP, on the technical committee updates on the states adoption of the 2015 International Code Council Commercial Codes (IBC) and the 2014 National Electric Code.

Dallas

⊕ FLAGGER



222



To: Michael Skates
From: Joe Williford, MCP, Chief Building Inspector
Date: October 16, 2014
Re: OUBCC Technical Committee

Michel,

I would like to update you on the states adoption of the 2015 ICC commercial codes and the 2014 National Electrical Code.

All technical committees have completed their review of the codes and public comment forms. The committees will give their presentations to the OUBCC Commission on October 21, 2014 in the OUBCC conference room at 1:30 PM. These presentations will contain a summary of the discussion and action taken by the technical committees during their review of the codes and public comment forms. After the OUBCC Commission hears the presentations, they will take time to review all proposed changes recommended by the technical committees then hold public meetings to allow additional public comments prior to legislative review.

The OUBCC is hoping to have the adoption of the 2015 ICC commercial codes and the 2014 National Electrical Code approved by the legislators during their session in early 2015 and become effective by November 2015.

At this time the OUBCC has not set up the technical committees to review the 2015 IRC, some of my staff and I will submit applications to sit on these technical committees when the time comes.



INTEROFFICE MEMO

To: Honorable Mayor and City Councilors
From: Jeff Jenkins, Assistant City Manager
Date: October 24, 2014
Re: News Articles: New Businesses at Main Street Square

Please find the attached news article regarding the new businesses going in at Main Street Square.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Jeff Jenkins".

Jeff Jenkins

jmh

Attachments

Boutique, cooking studio coming to BA's Main Street Square

By NOUR HABIB World Staff Writer | Posted: Wednesday, October 22, 2014 12:00 am

BROKEN ARROW — More businesses are coming to the Rose District.

Main Street Square, a commercial redevelopment project at the southeast corner of Main and Dallas streets in downtown Broken Arrow, will welcome its first two tenants before the year's end. PRIMitive, a woman's boutique, and The Girl Can Cook!, a cooking studio formerly located on Cherry Street, will open in time for the holiday season.

Renovations at the building, at the site of the former Tulsa Federal Credit Union building, began this summer. Stan Synar and Lynn Palmer of BA Bloom LLC, the project developer, told members of the Downtown Advisory Board this summer that the 7,000-square-foot building on the east side of the property can house six retail or office occupants in spaces ranging from 400 to 2,000 square feet.

Warren Unsicker, senior vice president of economic development for the Broken Arrow Economic Development Corporation, said he is "thrilled" with how fast the development is leasing.

"(The developers) are helping to continue the momentum we started two years ago downtown in creating premier real estate that retains the 'old town' charm, making it even easier for us to sell this area to new businesses," he said.

Candace Conley, chef and owner of the cooking studio, said a grand opening is set for Dec. 2 for her new location.

Conley, whose business also caters small events, said the studio offers recreational cooking classes. She focuses on dishes that are easy enough to encourage people to cook at home.

"That's kind of my mission, to get people to enjoy their kitchens and enjoy their time cooking at home," she said.



Broken Arrow Rose District map

Conley vacated her Cherry Street location last month. She said the building she was in was sold, and she used the opportunity to look around for other locations. Recommendations led her to the Rose District, which she says she thinks will be “the next hot spot.”

Her new space will be between 1,600 and 1,700 square feet, and will keep the open-kitchen concept and dining room and living room layout that make it feel as though you walked into someone’s home, Conley said.

Brandy Ford, owner of PRIMitive, said her store is in a 900-square-foot, two-story space.

“It’s going to have an industrial feel, with exposed cinderblock walls,” Ford said.

The basic design of the store is meant to make the clothes stand out, she said.

This is Ford’s first business. She says she has watched her brother and his wife grow a successful boutique in Oklahoma City, and that she has a passion for clothes.

“Every girl loves getting dressed,” she said. “I dress all of my friends before we go out for events, it’s just something I have a knack for.”

Ford said PRIMitive will be an “affordable higher-end boutique.” The store will sell a mix of classic feminine and edgy clothes, as well as jewelry, handbags and other accessories. It is expected to open Dec. 10.

3. SPECIAL EVENTS / ACTIVITIES





For Immediate Release

Contact:

Lisa Frein

Director of Downtown Development

(918) 935-1582

BAEDC receives Excellence in Economic Development Award from the IEDC

Rose District project earns top honors

(Broken Arrow, OK) Oct. 22, 2014 – The Broken Arrow Economic Development Corporation received a Gold Excellence in Economic Development Award for its 2014 project in the category of Public-Private Partnerships for communities with populations of 25,000 - 200,000 from the International Economic Development Council.

The honor was presented at an awards ceremony on Monday, Oct. 20, during the IEDC Annual Conference, which was held October 19-22, in Fort Worth, Texas.

“The positive response and traffic we see downtown everyday is a constant source of pride for us in what we’ve accomplished with the help of the entire community,” said Wes Smithwick, president and CEO of the Broken Arrow Chamber of Commerce and Economic Development Corporation. “But to be presented such a prestigious award by your industry peers who are also accomplishing great things in their communities was a true honor and encouragement to us to continue to look for ways to enhance the Broken Arrow community and quality of life for our citizens.”

The Rose District revitalization was a collaborative public/private partnership that sought to breathe new life into a declining 100-year-old downtown core. A group of community leaders from the Chamber of Commerce, Economic Development Corporation, schools, city and private business sector collaborated on a vision for the downtown district. The result of those efforts is The Rose District, a thriving arts and entertainment district that is home to retail, restaurants, entertainment, and more. This came to fruition through a \$4 million streetscape renovation that brought wider sidewalks, mid-block crossings, planters, and outdoor dining areas to create a pedestrian and business friendly atmosphere. This was funded through a TIF district, which was also utilized to provide gap financing to developers to ease the risk of developing in an as yet unproven market. A comprehensive marketing and branding initiative was also utilized to help solidify the image of the Rose District as a thriving arts and entertainment venue for the community, and promote the businesses within it. The project has seen well over \$10 million in private investment in less than two years, and new sales and ad valorem tax collection have doubled since the same period last year.

"Economic development efforts have long been a keystone in the quest to bolster the economy and improve quality of life in every locality across the country," said Bill Sproull, IEDC chair.

"As the nation continues to tackle challenges in the midst of global uncertainty, these efforts have taken on an even greater significance. With this award, we laud trendsetting organizations like the Broken Arrow Economic Development Corporation for leading the charge."

IEDC's Excellence in Economic Development Awards recognize the world's best economic development programs and partnerships, marketing materials, and the year's most influential leaders. These awards honor organizations and individuals for their efforts in creating positive change in urban, suburban and rural communities.

About the International Economic Development Council

The International Economic Development Council (IEDC) is a non-profit membership organization serving economic developers. With more than 4,400 members, IEDC is the largest organization of its kind. Economic developers promote economic well-being and quality of life for their communities, by creating, retaining and expanding jobs that facilitate growth, enhance wealth and provide a stable tax base. From public to private, rural to urban, and local to international, IEDC's members are engaged in the full range of economic development experience. Given the breadth of economic development work, our members are employed in a wide variety of settings including local, state, provincial and federal governments, public private partnerships, chambers of commerce, universities and a variety of other institutions. When we succeed, our members create high-quality jobs, develop vibrant communities, and improve the quality of life in their regions. www.iedconline.org

About Broken Arrow Economic Development Corporation

Broken Arrow is the fourth largest city in the state and the largest suburb in the Tulsa Metro area. It is also the third largest base of manufacturing in the state and considered the 15th "Top Booming Suburb In America" by Coldwell Banker.

The Broken Arrow Economic Development Corporation helps retain, attract and relocate businesses and industries to the community through site location, data research, incentive applications and workforce assistance, among other resources.

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To: Russell Gale, Acting City Manager
From: Vaunda Olivera, Events Coordinator *VO*
CC: Scott Esmond, Director of Recreation, Parks, Cultural Affairs & Tourism Department
Date: October 23rd, 2014
Re: Special Events Committee

The Special Events Committee met on October 16th, 2014 and reviewed the following events.

Santa Run: The Santa Run is scheduled for November 1st. It will take place in the Bass Pro Shop area and will require temporary road closures. I have attached a copy of the application and route map. The SEC approved the request for the event permit and estimates the costs of services to be approximately \$1,200 to be reimbursed to the City of Broken Arrow.

Holiday Tea Off: The Holiday Tea off is scheduled for November 13th, 2014. It will take place in the Rose District. This annual event is a welcome to the holiday season. This event will require temporary road closures and I have attached a copy of the application and route map. The SEC approved the request for the event permit and estimate costs for the event to be approximately \$200 which will be paid by the city.

Heart of Broken Arrow Craft Fair: The Heart of Broken Arrow Craft Fair is scheduled for November 15th, 2014. This event has been taking place for more than 20 years. It will take place in the Community Center at 1500 S Main Street. The SEC approved the request for permit, noted no road closure request and do not anticipate costs for the event.

ShamRock the Rose: This event, scheduled for March, 2015 was tabled pending an event meeting with the applicant which is scheduled for later this month. This event will take place in the Rose District.

Camp Bandage: This event, scheduled for May, 2015 was tabled pending an event meeting which is scheduled for the first week in November. It should be noted that the event organizers have reserved the Chisolm Trail Events Park for the event.

White Linen Night: This event, scheduled for June, 2015 was tabled pending an event meeting which is scheduled in November. This event will take place in the Rose District.

Block Party in Country Aire: This item was tabled to the next meeting pending applicant providing additional information.

Special Event Resource Guide: A draft of the Special Event Resource Guide was given to the SEC members for review and comment. This guide will be given to event organizers to help them through the process of organizing an event and obtaining the appropriate licenses and permits.

To date, the SEC has reviewed 69 applications for 2014 and 4 applications for 2015. The next formal meeting of the Special Events Committee is scheduled for November 20th, 2014 at 2:00 pm.

To: Russell Gale, Acting City Manager
From: Lori Hill
CC: Scott Esmond
Date: October 23, 2014
Re: Notes to Council – Updated upcoming Rose District Events

Updated upcoming Rose District events from Lindsey Wichern:

UPCOMING EVENTS

- October 25 – [Night Out Against Crime and Fun and Games on Main](#) – Main Street Merchants and BA Police Dept.
 - Main Street closed from College to El Paso – 6-8 p.m. (Lori Hill note - Road closures previously approved by Russell Gale, Acting City Manager)
 - Merchants are encouraged to stay open late, pass out candy to kids and store information, business cards or a coupon to adults.
- October 25 – 5th Annual Halloween Bash – The Rooftop
 - No street closures
 - Halloween party at The Rooftop, 8 p.m. - 1 a.m. - \$10 per person/\$15 per couple
- November 1 – [Buy Broken Arrow Kick-Off](#) – Broken Arrow Chamber
 - No street closures
- November 1 – [Military History Museum Book Signing Event](#) – Military History Museum
 - No street closures
- November 1 – Jeepers Anonymous Dinner Invasion – Jeepers Anonymous
 - No street closures
 - Group of people who drive Jeeps coming to The Rose District to gather at Stogies (may increase traffic flow at area businesses)
- November 13 – [Holiday Pop-Up Shops](#) – Debra Wimpee
 - No street closures—located at 210 S. Main Street
- November 13 – Holiday Tea Off – 6-9 p.m. – Main Street Merchants Association
 - Main Street closed from Dallas to Broadway – 3-9:30 p.m. . (Lori Hill note - Road closures previously approved by Russell Gale, Acting City Manager)
- December 5 – [Lee Ann Womack Holiday Show](#) – Broken Arrow PAC
 - No street closures
- December 6 – Broken Arrow Civitan Christmas Parade – Broken Arrow Civitans
 - Main street will be closed – Place and time not yet indicated. . (Lori Hill note - Road closures previously approved by Russell Gale, Acting City Manager)
- December 19 – [Debby Boone Holiday Show](#) – Broken Arrow PAC
 - No street closures

ADDITIONAL INFORMATION

- The Rooftop is now open!
- Nominations are now open for the 2015 Arrowhead Business Awards.
- The Broken Arrow Economic Development Corporation received a Gold Excellence in Economic Development Award from the International Economic Development Council. The Rose District earned top honors. You can read more about that here: www.rosedistrict.com/news.
- The [5th Annual Ruts and Guts](#) bicycle race is schedule for December 6 and 7. Although this event is not taking place in the Rose District, the event planners want to send business our way. They have offered to include Rose District businesses' information in their race packet bags. This could include discounts for people in their cycling uniform, restaurant menus, "follow us on Facebook" cards, coupons, etc. If you'd like to include anything in the bags please let me know and I will get you in contact with the event planners.

Again, please don't hesitate to call or email me if you need anything. Thank you!

Best,

Lindsey Wichern

Downtown Coordinator

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