

## WORK STUDY SESSION MINUTES

### Tulsa Development Authority Board of Commissioners

One Technology Center  
175 East 2<sup>nd</sup> Street  
Tulsa, OK 74103  
10<sup>th</sup> Floor North Conference Room

Thursday – March 5, 2015

8:30 a.m.

**Present:**

Julius Pegues, Chairman  
Roy Peters, Vice Chairman  
Carl Bracy, Commissioner  
Nancy Roberts, Commissioner  
Steve Mitchell, Commissioner  
O.C. Walker II, Executive Director  
Jot Hartley, General Counsel

**Absent:**

**Also Present:**

Kevin Anderson  
Tom Baker  
Diana Best  
Clay Bird  
Jeremy Cimmer  
Andi Clinger  
Andrew Coffey  
Jim Coles  
Leon Davis  
Mike Dickerson  
Reuben Gant  
Mark Hargis  
Hunt Hawkins  
Lamont Hawkins  
Brandon Jackson  
Ryan Keith  
Norman Kildow  
Steve Larry

**Also Present:**

Joyce McClellan  
Terry McGee  
Scott Pardee  
James Parker  
Paul Shell  
Lauren Smith  
Cynthia Stewart  
Mike Thedford  
Vince Trinidad  
NaTasha Bunch  
Jane Malone  
Carol Young

The meeting was called to order at 8:34 a.m. by Chairman Pegues. Chairman Pegues welcomed everyone to the monthly Tulsa Development Authority Work Study Session and stated no votes would be taken at this meeting. The Board will receive reports and information on projects. All Reports and supporting documentation were distributed for

the March 5, 2015, Tulsa Development Authority Work Study Session and will be incorporated by reference to these minutes. The agenda will be followed as filed.

1. **Roll Call:** Jane Malone called roll; Chairman Pegues, Vice Chairman Peters, Commissioner Bracy, and Commissioner Roberts were in attendance. Commissioner Mitchell arrived after roll call, at 8:43 a.m.

2. **Executive Director's Monthly Report-**

1. **Project Status Update**

- **Vandever Lofts:** The property remains 100% occupied. The underground garage has exceeded the Redeveloper's expectations. The Redeveloper has a Letter of Intent with the owners of the "Doll House" in Oklahoma City, as well as a nail salon, and a national smoothie and sandwich restaurant. [Location of the property: 16 East 5<sup>th</sup> Street, Tulsa, Oklahoma.]
- **Tulsa Urban Development Group, LLC, d/b/a Urban8:** The foundations have been poured for all structures. Rough framing for buildings 7 and 8 have begun and rough framing for buildings 5 and 6 will start next. All utilities are available for use on site. [Location of the property: North of 3<sup>rd</sup> Street, between Greenwood Avenue and Kenosha Street.]
- **Hartford Commons, LLC:** Construction has begun with demolition, clearing, and grading; however, the weather has caused construction delays. Tax abatement was approved by all Authorities. The redeveloper is gathering information from PSO regarding relocating utility lines underground. [Location of property: SE corner of Greenwood Ave. and E. 2<sup>nd</sup> Street.]
- **100 Boulder, formerly Maplevue Associates, Inc.:** The Redeveloper has closed on the third unit and the fourth unit is under contract. A temporary Certificate of Occupancy remains until the contractor re-lays the sidewalk to the satisfaction of the City of Tulsa Inspectors. [Location of the property: Southwest Corner of 1<sup>st</sup> Street and Boulder Ave.]
- **Fire Station No. 1/CORE Associates, LLC:** The Redeveloper continues to make progress toward the overall Comprehensive Plan for redevelopment of the area. If the Comprehensive Plan does not come to fruition, the Redeveloper will concentrate on developing the Fire Station individually. [Location of the property: 411 South Frankfort Ave.]

- **Hogan on Greenwood, LLC:** Glass curtain wall system on the north and south sides of the building will start the week of March 3, 2015. Metal panels on the east side will follow. The installation of the roofing system will begin when weather permits. The completion schedule is still reflecting September/October 2015. [Location of property: Northeast corner of South Greenwood Avenue and East 1<sup>st</sup> Street.]
- **Wilkins Project:** At the February 12, 2015, TDA Regular Meeting, the Board of Commissioners reviewed and approved Construction Documents and Building Specifications by Resolution No. 6059. The Redeveloper has 90 days to provide proof of financing for the project. [Location of property: Northwest corner of East Archer and North Elgin Avenue.]
- **The Flats on Archer:** The redeveloper is ready to close on the property. Parking has become a challenge; however, the Redeveloper is completing the necessary processes to remove parking issues and proceed to closing. [Location of property: 110 N. Boston Avenue.]
- **East End Village:** Building 1 is complete. The redeveloper is in the process of wrapping up punch list items on buildings 3, 4, and 5. Buildings 2 and 6 are leased. The redeveloper is requesting an extension of time until May 1, 2015 to complete the project. This is an Agenda item for today. [Location of the property: 401 and 405 South Elgin, 408 and 418 South Frankfort Avenue, 414 East 4<sup>th</sup> Street, and 415 East 5<sup>th</sup> Street.]
- **Blue Dome Anchor, LLC:** The Redeveloper continues with the apartment design and pricing exercise. There are three finalists to negotiate a long term lease. The design and construction process of the parking garage, demolition, and reconstructing the interior of the existing Hartford Building continues. The proposed move-in date is December 2015. [Location of the property: 110 South Hartford Avenue.]
- **YMCA Lofts:** The redeveloper is in the process of framing the walls on all floors. The redeveloper is drafting information for Part One of the application with the National Parks Service. The project was delayed because the building is not in a historic district and the redeveloper is gathering information from the State Historic Preservation Office. The completion date is December 2015. [Location of the property: 515 South Denver Avenue.]
- **The Petrous Group:** Executive Director Walker had a meeting with Michael Mantle on February 12, 2015 to discuss the status of the merger with Family Dollar. The merger will not take place; therefore, Mr. Mantel wants to move forward with the redevelopment project for the Dollar General. A meeting with the Dunbar Neighborhood Association will be held on March 9, 2015 at Rudisill Library. [Location of property:

Northeast corner of Martin Luther King, Jr. Blvd. between East Queen Street and East Seminole Place.]

2. **Sector Plan Update:** Houseal Lavigne is ready to embark on the public portion of the project. The Public Relations firm will manage the logistics of securing the venue for the workshops. On February 12, 2015, the TDA Board of Commissioners authorized Resolution No. 6058 approving members of the Citizens Advisory Teams (CAT). The workshops are currently scheduled on March 23 and 24, 2015.
3. **City of Tulsa Zoning Code Update:** A public meeting was held on March 4, 2015 from 6:30 – 8:00 p.m. at the University of Oklahoma, Tulsa Schusterman Library. The Review Committee issued a list focusing exclusively on and is intended to reflect items discussed in the last meeting on February 4, 2015. Kirk Bishop will attend the TDA Work Study Session in April to provide an overview of the proposed Zoning Code Update to the TDA Board.
4. **TDA Website:** No new information.
5. **TDA Office Space:** Renovations have begun in Suite D. Cabling for internet and telephone service is ongoing. Once cabling is complete, the interior remodel should take approximately two weeks. The amount of TDA Office Relocation is \$25,000.00.

3. **Staff Reports and Discussion – City of Tulsa (C.O.T.)**

- a. **TIF Project Update – Mike Thedford: A copy of the report is included in the Commissioner’s packets:**
  - **Blue Dome Lighting Project:** Fund No. 6967 – No new information.
  - **Proposed streetscape improvements to Cameron Street:** Fund No. 6963 – No new information.
  - **Elgin streetscape improvements:** Fund No. 6967 – The project is approximately 97% complete. The weather has delayed completion a few days. Completion should occur in the next few days.

- b. **Downtown Coordinating Committee – Tom Baker: A copy of the report is included in the Commissioner’s packets:** Tom Baker, representative with the Downtown Coordinating Committee, was present and provided the Commissioner with a landscape design of the traffic circle at 10<sup>th</sup> Street and Elgin. Mr. Baker also provided an update on the order stock replacement of lights. The TDA Board previously approved \$70,000.00 from the Central Park TIF for funds for repair costs and other landscape improvements that conform to the adopted TIF plan.
  
- c. **Boston Avenue Multisport Complex – Scott Pardee and James Parker: A copy of the report is included in the Commissioner’s packets:** Scott Pardee and James Parker, representatives with Boston Avenue Multisport Complex, were present to provide a presentation of the proposed Multisport Complex, and requested a Letter of Support from the TDA Board. This will be an Agenda item for TDA’s Regular Board Meeting.

#### 4. General Counsel

- a. **Pending Litigation Report was included in the Commissioner packets:** General Counsel Hartley provided the monthly pending litigation report. He reported that any changes or new items are indicated in “**BOLD**” print. General Counsel Hartley also provided a status and overview of the report.

#### Condemnation:

- **Charles Sturner**  
Case will be closed upon filing of Agreed Journal Entry of Judgment. Waiting on signature from Defendant’s Counsel on Journal Entry.

#### Damages – Relocation Assistance:

- **Plaintiff - Markus W. English:**  
Plaintiff filed an Amended Petition which was immediately dismissed by the Court; however, the Plaintiff was granted until March 4, 2015 to file a Petition in the correct form.

#### Other:

- **Novus Homes (Wilkins)**  
Construction documents were approved by the TDA Board at the February 5, 2015 meeting with one correction relating to the location of the Darven Brown memorial. Financial documents are the next item for TDA Board approval and then closing on the property. Commissioner Bracy stated an area has been designated on the plans for the Darven Brown memorial.

**Personal Injury Claim:**

▪ **Gammil, Gary v. TDA**

Defendant offered to settle the case for \$12,000.00. Negotiations ensued with settlement obtained at \$8,000.00 and payment to Defendant in return for a full release and dismissal of the lawsuit, with prejudice.

**5. Financial Reports**

- a. **January 2015 - Income and Expenditure Report - included in the Commissioner packets:** Norman Kildow provided an updated report, and gave an overview of the Income and Expenditure Report to the Commissioners and answered questions. The report stands as presented. Mr. Kildow also requested this item be placed on the Agenda for TDA's Regular Board Meeting.
- b. **January 2015 - Program Income Report - included in the Commissioner packets:** Norman Kildow provided an updated report and gave an overview of the Program Income Report for Fund No. 5540 to the Commissioners and answered questions. The report stands as presented. Mr. Kildow also requested this item be placed on the Agenda for TDA's Regular Board Meeting.
- c. **Comparative Financial Statements - included in the Commissioner's packets:** Norman Kildow provided an updated report, gave an overview of the Comparative Financial Statements and answered questions from the Board. Mr. Kildow also requested this item be placed on the Agenda for TDA's Regular Board Meeting.
- d. **City of Tulsa – 2nd Quarter Invoice – October – December 2014:** Norman Kildow provided an updated report, gave an overview of the City of Tulsa – 2nd Quarter Invoice for the Planning and Economic Department to the Commissioners and answered questions. The total amount of the invoice is \$2,349.10. Executive Walker stated the amount of the invoice will be adjusted after a meeting with City of Tulsa staff. Mr. Kildow also requested this item be placed on the Agenda for TDA's Regular Board Meeting.

6. **Discussion and consideration to review a request from the Downtown Development and Redevelopment Committee to the TDA Board of Commissioners to assume responsibility for creating the Redevelopment Agreement with River City Development, LLC for the redevelopment of the Enterprise Building as the Meridia Apartments located on northwest corner of East 6<sup>th</sup> Street and Boston Avenue, Tulsa, Oklahoma:**

Chairman Pegues stated the Redevelopers are approved for funding and the purpose of their presence at this meeting is to provide TDA with a status update. Jim Hawkins, representative with River City Development, introduced his team: Ryan Keith, Attorney; Paul Shell, with SQD Architects; Jeremy Cimmer, River City Development; Andi Clinger, Keith & Associates; Lauren Smith, Security Bank; and Hunt Hawkins, River City Development. Mr. Jim Hawkins provided handouts for their creative and innovative presentation for redevelopment of the Enterprise Building as the Meridia Apartments, NW corner of East Sixth Street and South Boston Avenue. Mr. Clay Bird was also present and gave an update on the proposals the Downtown Development and Redevelopment Committee has received. TDA is to negotiate the Contract with River City Development. This item will be placed on the Agenda for TDA's Regular Meeting.

7. **Discussion and consideration to review a Consulting Services Agreement between EverMore Services, LLC and Tulsa Development Authority to develop a Strategic Plan:** General Counsel Hartley explained the TDA Board of Commissioner's previously approved the Agreement with EverMore Services, LLC with the exception of the timeframe and amount. The Agreement contains the timeframe and \$100.00 per hour, 100 hours, for a maximum amount of \$10,000.00 for the TDA Board of Commissioners approval. This item will be placed on the Agenda for TDA's Regular Meeting.
8. **Discussion and consideration to review Construction Documents and a request enter into a Redevelopment Agreement with Lamont Hawkins for City of Tulsa owned property located at 1980 North Hartford Avenue, Tulsa, Oklahoma, Dirty Butter – Heritage Hills Extension:** Executive Director Walker stated a copy of the construction documents and Redevelopment Agreement is in the Commissioner's Packets. Executive Director Walker stated the plans meet the criteria and requested this item be placed on the Agenda for TDA's Regular Meeting.
9. **Discussion and consideration to review Construction Documents submitted by Michael Smith for City of Tulsa owned properties located at 1960 and 2020 North Hartford Avenue, Tulsa, Oklahoma, Dirty Butter – Heritage Hills Extension.** Executive Director Walker stated Mr. Michael Smith is purchasing 2 (two) of the Dirty Butter – Heritage Hills lots and the construction documents for both properties are in the Commissioner's packets. Executive Director Walker also explained the construction documents do not contain site plans and recommends the TDA Board approve the construction documents, subject to receiving the site plans, at the Regular Meeting.
10. **Discussion and consideration to review Construction Documents submitted by Larry and Paula Tease for City of Tulsa owned property located at 1860 North Hartford Avenue, Tulsa, Oklahoma, Dirty Butter –**

**Heritage Hills Extension:** Executive Director Walker stated the Construction plans meet the criteria set forth in the Redevelopment Agreement and recommends this item be placed on the Agenda for TDA's Regular Meeting.

11. **Discussion and consideration to review a request from Tulsa Sports Commission to use TDA owned property for the Big XII baseball tournament to be held at ONEOK Field located as follows:**

- **Northwest corner of East Archer Street and North Elgin Avenue**
- **Southeast corner of East Archer Street and North Greenwood Avenue**

Executive Director Walker stated this is a request from the Tulsa Sports Commission to utilize TDA property during the Big XII Baseball Tournament. Mr. Vince Trinidad and Mark Hargis, with Tulsa Sports Commission, were present to provide information and answer questions from the Board. This item will be placed on the Agenda for TDA's Regular Meeting.

12. **Discussion and consideration to review an amendment to an existing Redevelopment Agreement between East End Village, LLC and TDA for properties located at 401 and 405 South Elgin Avenue, 408 and 418 South Frankfort Avenue, 414 East 4<sup>th</sup> Street and 415 East 5<sup>th</sup> Street, Tulsa, Oklahoma:** Executive Director Walker stated this is an Amendment for an extension of time. The redeveloper is requesting an extension until May 1, 2015 for completion of the project. This item will be placed on the Agenda for the TDA's Regular Meeting.

13. **Discussion and consideration to review Draw Request No. 7 from East End Village, LLC for properties located at 401 and 405 South Elgin Avenue, 408 and 418 South Frankfort Avenue, 414 East 4<sup>th</sup> Street and 415 East 5<sup>th</sup> Street, Tulsa, Oklahoma:** Executive Director Walker provided information regarding the draw request. Draw Request No. 7 represents 81% completion for an amount of \$77,814.79. The cumulative amount awarded to date is \$696,530.79. Supporting documentation from the Architect of Record is included in the Commissioner's packets. This item will be placed on the Agenda for TDA's Regular Meeting.

14. **Discussion and consideration to confirm payment issued in settlement of pending litigation with Gary Gammill resulting from alleged injuries and fall sustained at Precision Equity Apartments acquired by TDA as part of the Kendall-Whittier West park project, Tulsa, Oklahoma:** General Counsel Hartley stated the TDA Board of Commissioners granted authority for settlement negotiations. General Counsel Hartley offered \$8,000.00 as settlement in full of all claims. The settlement has been agreed to by Mr. Gammill and the litigation will be dismissed with prejudice. A Mutual Release and Joint Dismissal of Prejudice was prepared and signed by Mr. Gammill.



**15. Discussion and consideration to enter into Agreements for sale of TDA owned property located as follows:**

<b>Purchaser</b>	<b>Address</b>	<b>Sale Price</b>
Prince, Alfred J.	844 E. 51 <sup>st</sup> Pl. No.	\$8,000.00
Moses, Shamika	4949 N. Trenton Ave.	\$8,000.00
McClendon, Kevin	2033 E. Woodrow St.	\$6,500.00
Dickson, Willeka	312 E. Xyler St.	\$8,000.00
Jackson, Tianna	1310 N. Olympia	\$8,500.00
Jackson, Michael	210 E. 51 <sup>st</sup> Pl. No.	\$4,500.00
Green, David	2121 N. Garrison Pl.	\$6,500.00

Executive Director Walker explained contracts have been signed with each of the purchasers and the contracts are in the Commissioner's packets for review. Each purchaser is required to rehabilitate the property and use it as a residence. Executive Director Walker answered concerns and questions from the Board and agreed to inspect the properties after rehabilitation is complete.

Vice Chairman Peters introduced Steve Tiger, Superintendent with Tulsa Technology Center and Dr. Joyce McClellan, Senior Officer with Tulsa Technology Center. Dr. McClellan thanked the Board for the invitation to attend the meeting and expressed excitement to provide assistance with development in North Tulsa.

Prior to accepting a vote to move to Executive Session, General Counsel Hartley stated there is not any new information to report on the First Street Lofts project. General Counsel Hartley has not received a response from the principal's Attorney and Counsel Hartley is preparing a Subordination Agreement for approval by TDA Board.

Chairman Pegues stated without new information to report, Executive Session is not necessary; therefore, the Board will strike Agenda Item 16 the Executive Session, and Agenda Items 17, 18, and 19.

**20. Gather information for the purpose of developing a Strategic Plan for the Tulsa Development Authority – EverMore Services, LLC (Cynthia Stewart):** Executive Director Walker requested the Panelist to introduce themselves.

- Reuben Gant, formerly with the Greenwood Chamber of Commerce now a Consultant
- Kevin Anderson, OU Adjunct Professor
- Terry McGee, Tulsa Fire Department and President/Chair of HUD
- Brandon Jackson, Business owner and Vice President of Home Builders Association.

Cynthia Stewart posed 3 (three) questions to the Board and the Panelists for the discussion as follows:

1. Who is in charge of driving development?
2. What role does TDA play in North Tulsa development?
3. What powers does TDA have?

21. **New Business:** General Counsel Hartley stated, correspondence was received from the Redeveloper for Hartford Commons regarding a reimbursement for expenses for subsurface conditions. General Counsel Hartley requested this item be placed on the Agenda for TDA's Regular Meeting.

**Agenda Items for March 12, 2015 Regular Meeting:**

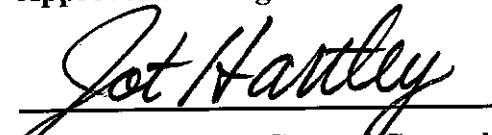
- 3(c). Boston Avenue Multisport Complex-Letter of Support
- 5(abc). January Financial Reports
- 5(d). City of Tulsa-2<sup>nd</sup> Quarter Invoice
6. River City Development, LLC-Agreement
7. EverMore Services, LLC-Agreement
8. Lamont Hawkins-Agreement
9. Michael Smith
10. Larry and Paula Tease
11. Tulsa Sports Commission-License Agreement
12. East End Village-Amendment
13. East End Village-7<sup>th</sup> Draw Request
14. Gary Gammill
15. Lot Draw Purchase Contracts
16. First Street Lofts

22. **Adjournment:** The meeting was adjourned at 11:32 a.m.

**Tulsa Development Authority**

  
Julius Pegues, Chairman

**Approved as to legal form and adequacy:**

  
Jot Hartley, Esq., General Counsel

[3-5-2015 – Work Study Minutes (nb-)]