

**THE CHAIRWOMAN'S CORNER**  
**A Monthly Update for the TDA Board**

*Quick Message from the Chair*

January started with every staff member being out sick for anywhere from 2-8 days. This gave me time to dig in and make some adjustments that included re-aligning my Family-HireCall-TDA calendars and adjusting Q1 goals across the Board. My time allotted to being present at the TDA offices is minimal (about 10-15 hours per week at most). My hours outside the offices doing work for or on TDA is in the 25-30 range).

TDA staff has stepped up to the plate in every way to help keep the wheels on the TDA bus while we shifted drivers at full speed. Kudos to everyone for their commitment during the chaos and change. I am excited to watch them and TDA thrive as we continue to find ways together to make small and significant improvements alike.

We have increased the operating pace, are streamlining our monthly tasks (minutes, agendas, resolutions), improving staffing efficiencies for off-site events (board meetings, community meetings, city meetings) and fixing essentials at the office (printers, firewalls, plumbing, kitchen supplies, etc.). We are also working to ensure that every person in the office is confident, competent and comfortable using any and all standard and basic office tools needed (copy, scan, print, transfer calls, schedule meeting, calendar invites, word, excel).

Attached is an update from the Executive Director's seat on what has been happening at the offices since our January meeting. The operational evaluation and culture transformation are a work in progress, but much headway has been made. Questions, concerns, suggestions, comments are always welcome.

All in all, the team started the month sick and ended the month re-energized. In between, we improved the way we do a few things with the goal of becoming more efficient operationally.

**Coming Up Next (February 2020 Plan):**

- Get all computers and technology working fully
- Job Duty and Job Description Alignment
- Personnel policies review for City
- Financial/Budgeting training from City
- Develop New Commissioner Training Material and Agenda
  - Policies and Procedures
  - Urban Renewal Authority Statutes
  - Eminent Domain
  - Open Records Act
  - Confidentiality
  - Conflicts
  - Current Projects

## **Key Achievements towards Overarching TDA Goals for 2020**

### **North Tulsa Revitalization Efforts (January 2020)**

UHCAT Meeting Prep  
Housing Study Sessions and Team Debrief  
Alfresco Group  
TEDC grocery project  
WIN/TDA Collaboration (Mitchell)  
Vernon AME Development Initiative Coming Soon  
Morton / Interim Use Request

### **Operational Transformation Efforts (January 2020)**

Evaluated and organized ED office/schedule

- Files/desktop
- Kitchen cabinets/supplies
- Broken plumbing under sink
- Conference call systems being established
- Doodle polls being implemented for scheduling
- Attended all meetings on calendar to evaluate purpose and usefulness

Evaluated and improving

- Ongoing Staffing, Operational and Process Improvement efforts
- Office Confidentiality/privacy practices (labels on files, labels in office areas, etc.)
- Culture and team mindset in the offices
- Staffing for board meetings
- Board meeting minute preparation process
- Proper use of TDA property (cell phones, offices, etc.)
- Proper set up for Inspection services

Legal Services

- Realigning GC time/focus (less travel to meetings, more focused on legal issues)
- Working on getting YE legal and project charges so we can bill them and recoup funds

Internal Investigation – ongoing/in progress

### **Other Miscellaneous Development Efforts**

Updated map/list of all TDA property  
Requested updated list of all development projects in progress from GC  
Requested updated TIF account details

### **Education/Training Efforts**

In-Office-Informal – Confidentiality/Privacy/Conflict of Interest (all were in attendance)  
Preparing for Board with GC– Eminent Domain Training  
Preparing for Staff/Board with Special Counsel – updated confidentiality/conflict statements

**Tulsa Development Authority  
Board of Commissioners Meeting  
Project Report**

As of February 6, 2020

**1. Project Status Update**

**A. Price Family Parking, LLC**

**Price Family Parking Garage Project  
419 South Main Street**

- No new information

**B. Adams Building - 403 Cheyenne, LLC**

**403 South Cheyenne Avenue, Tulsa, Oklahoma  
Mixed-used and Multi-Family Residential Units (65 units)**

- No new Information

**C. Hartford Crossing, LLC/Blue Dome Anchor, LLC**

**110 South Greenwood Avenue/The Hartford Building  
111 Mixed-Use Development - 55 Unit Apartment Building  
Hartford Crossing**

111 South Greenwood Avenue

- The first draw request representing 13% of completion was approved on December 5, 2019
- The wood framing portion of the project is expected to have been completed **by February 2020**
- Construction is being completed on time as expected.

- **Blue Dome Anchor, LLC – Hartford Building Project**

110 South Hartford Avenue

- i. Leasing efforts continue for the remaining vacant space, with an increased interest over the past few months

**D. The Village at Central Park/Black Pearl**

**Southwest Corner of South Peoria Avenue and East 6th Street, Tulsa, Oklahoma  
Pearl Development, LLC (Darin Ross)**

- This item will be fully discussed in Executive Session at the February 2020 meeting.

**E. The Village Flats, LLC**

**54 Apartment Units  
Lots 17–21, 27, 85–88, Block 1, at the Village at Central Park  
Nathan Garrett**

- This item will be discussed fully in Executive Session.

**F. Laura Dester Site**

**1427 East 8<sup>th</sup> Street South**

**Amenome, LLC**

- This item will be discussed fully in Executive Session.

**Demolition**

- **727 South Troost (House and Garage)**
- Both structures have been demolished

**G. Vast Bank - Block 44, The Ross Group**

**Northwest corner of North Elgin Street and East Archer Street**

**Multi-Story Mixed - Use Redevelopment Project**

- TDA's General Counsel is in the process of arranging a meeting with members of the Stadium Trust to discuss the possible location for the Darven Brown bust
  - Once a meeting is arranged, we should be able to move forward with the amendment to the Redevelopment Agreement
  - Tom Biolchini informed TDA that he will be seeking administrative approval Black Wall Street Wall (Mural). Hannibal Johnson has generously agreed to provide a write up to be added to the wall.

**H. Morton's Reserve Properties, LLC, formerly Pine Place Development, LLC**

**605 East Pine Street**

**Mixed Use Development (Office, Commercial, Retail, Multi-Family and Historic Renovation) 55 Multi-Family Units**

- The project is scheduled to commence during the first quarter of 2020

**I. East Latimer Project/Capital Homes, LLC**

**East Latimer Project - East Latimer Street, between North Boston Avenue and North Main Street**

- 14 Single Family Lots and Commercial Use on the corner of Main Street and East Latimer Street will be commercial and residential use on the upper floors
- TDA continues to wait on a revised Special Warranty deed to execute for the remaining lots

**J. The Flats on Archer/SATTCOM Investments**

**Northwest Corner of East Archer Street and North Boston Avenue (110 North Boston Avenue)**

**61 Unit Apartment Building**

**TDA Land Disposition**

- The project is 100% complete and the Redeveloper is expected to request the final draw request very soon.
- Once the Certificate of Occupancy is received by TDA, a Certificate of Completion will be administered immediately afterward.
- The terms of the of the Agreement require developer to repay TDA in the amount of \$750,000.00 by June 7, 2021

**K. Urban Renewal Plans/Sector Plan**

**Crutchfield Area Neighborhood**

**Pearl Neighborhood**

**Crosbie Heights Neighborhood**

- **Crutchfield Area Neighborhood**
  - i. No new information
- **Crosbie Heights Neighborhood**
  - i. No new information
- **Pearl District Neighborhood**
  - i. No new information
- **Amendment to the Greenwood/Unity Heritage Neighborhoods Plan**
  - i. The last UHCAT Meeting was held on January 28, 2020
  - ii. The purpose of this meeting was to begin skill-building as a group to inform the UHCAT of future planning and enhance their input towards the sector plan.
  - iii. Attorney Leslie V. Batchelor, Center for Economic Development Law, provided a presentation on *“Using Urban Renewal Tools Fairly and Effectively for Community Development.”*
  - iv. Next Meeting Date: March 12, 2020, 6:00 p.m. – 8:00 p.m., Rudisill Library

**L. North Tulsa Tax Increment Financial District**

- The TDA Office has reviewed the North Tulsa Reinvestment Project Plan and Supporting Increment Districts
- Staff is in the process of reviewing the TIF map to determine the highest and best use for each property in relation to current plans
- The task moving forward is for TDA Staff to create a budget that will define future growth patterns in the study area
  - i. Staff plans to use the zoning code, existing Sector Plans, and the International Building code to gain this information
  - ii. Once the information is collected, a meeting with Jim Coles will be held for discussion, review and final consideration

**M. TDA Land North of the IDL (Former UCT Land)**

**North - East Latimer Street; South – Inner Dispersal Loop; East – MLK, Jr. Blvd.; West – Main Street**

- The RFP was released in December 2019
- There was an interest call with approximately 65 consultants interested in the scope of the project
- The RFP is open for a 60 days period for responses.

**N. Downtown Housing Study Request for Proposals (RFP)**

- Development Strategies facilitated an Alignment meeting at the Tulsa Central Library to provide further insight for COT Departments and Authorities.
- A draft of the Plan will be presented in was presented at the January 2020 Board meeting.
- TDA Chairwoman, acting in place of ED, attended two “debriefing” sessions in January designed to get final feedback before the Draft Presentation is turned into a Final Study and Plan.
- A “drop-in” meeting for Commissioners of all COT Authorities/Boards was held on January 23<sup>rd</sup> – Steve Mitchell and Carl Bracy attended on behalf of TDA.
- The Final Plan will inform decisions relating to next steps for Housing projects in Downtown and surrounding downtown communities.

**O. Dirty Butter – Heritage Hills Extension**

- West of Hartford Avenue, between East Seminole Place and East Virgin Street
  - i. Sold seven (7) Dirty Butter lots on behalf of the City of Tulsa to families that want to live in North Tulsa as follows:
    - 1. 1960 North Hartford Avenue - \$12,000.00 – Leroy Alfred**
      - a. Leroy Alfred have signed and agreed to the terms of Redevelopment Contract. The next step in the process is to submit Construction Documents, Plans and Specifications for Board approval.
    - 2. 1980 North Hartford Avenue - \$12,000.00 – Darrin and Angela Guillory**
      - a. Darrin and Angela Guillory have signed and agreed to the terms of Redevelopment Contract. The next step in the process is to submit Construction Documents, Plans and Specifications for Board approval.
    - 3. 2010 North Hartford Avenue - \$12,000.00 – Alecia Peel**
      - a. This project is under construction. The foundation has been properly laid down and the framing is set to begin very soon.
    - 4. 2020 North Hartford Avenue - \$12,000.00 – Cheryl Wright**
      - a. Cheryl Wright has signed and agreed to the terms of the Redevelopment Contract and will be submitting Construction Documents, Plans and Specifications for Board approval as early as March 2020.
    - 5. 540 East Queen Street - \$12,500.00 – Lelia Brown**

- a. This project is under construction. So far, the framing of the home is wrapping up and the total structure is beginning to take shape.

**Project Meetings and Related Activities:**

January 1	New Year's Day Observed
January 3	Tulsa Art's District Owner's Association Meeting
January 6	City of Tulsa, Asset Management - TIF Information & Instruction
January 8	TMAPC Meeting
January 15	WIN/TDA Development Meeting
January 20	Martin Luther King, Jr. Day Observed
January 23	TDA Staff Meeting
	Alignment Meeting – Development Strategies
January 24	Client Team Debrief & Breakfast
January 28	Unity Heritage Community Advisory Meeting, Rudisill Regional Library
January 30	TDA Pre-Meeting, Mayor's Office

Respectfully submitted,

Demauri R. Myers  
Project Analyst  
Tulsa Development Authority