TULSA DEVELOPMENT AUTHORITY BOARD MEETING
STAFF REPORT

MEETING DATE: July 9, 2020
TO: Chairman and Board Members
FROM: Office of Tulsa Development Authority
SUBJECT: Housing Study

Background:
- Owner: N/A
- Developer: N/A
- Engineer: N/A
- Location: Downtown Tulsa
- Size of Tract: N/A
- Number of Lots: N/A
- Development Area: Downtown Tulsa
- Fair Market Value: $25,832.50
- Executive Director: Nancy Lynn Roberts

Relevant Info:
Resolution #6510 approved an expenditure up to $20,000.00 for the cost of completing a Housing Study for Downtown Tulsa. This cost was divided between the Economic Development Commission, Downtown Coordinating Council, Tulsa Development Authority, and City of Tulsa Planning Department, with final amount of support determined upon receipt of a proposal from the Request for Proposals (RFP).

The RFP final cost has been presented in the amount of $103,330.00 and TDA’s share is $25,832.50.

This is a request for the TDA Board to increase the Fee Allocation from $20,000.00 to $25,832.50 which represents one-fourth of the total cost of $103,330.00.

Attachments: N/A

Recommendations: Staff recommends this item be approved as presented

Reviewed By: Nancy Lynn Roberts
Date: June 24, 2020

To: Economic Development Commission

From: Travis Hulse, Principal Planner

Subject: Downtown and Surrounding Neighborhoods Housing Study and Strategy

Dear EDC commissioners,

This memo serves as a request for payment related to the Downtown and Surrounding Neighborhoods Housing Study and Strategy.

As you are aware, in 2019 we initiated an effort to provide the City of Tulsa, Tulsa Development Authority, and Downtown Coordinating Council with critical data and analysis to support housing development and redevelopment initiatives. Funding for this study was provided through a partnership of multiple entities, each agreeing to provide equal payments for the cost of the study. Those entities included: the Tulsa Planning Office, Economic Development Commission, Tulsa Development Authority, and the Downtown Coordinating Council.

As of the final invoice, the total cost of the study was $103,330. As a result, each entity’s equal share of the total cost is $25,832.50. Funding for this project has been advanced by the Tulsa Development Authority through planning funds allocated through the Improve Our Tulsa program; as such, your payment will reimburse these funds, allowing for further planning efforts across the community to move forward.

We appreciate your partnership on this important project and are excited to partner with TDA in moving forward critical recommendations included in the Study and Strategy.

Respectfully,

Travis Hulse, AICP, CFM
Tulsa Planning Office
2 W. 2nd St., 8th Floor | Tulsa, OK 74103
918.579.9452
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**Total:** 103,330.00

25,832.50  TDA's portion = \( \frac{1}{4} \)th