

**MINUTES
PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY
REGULAR MEETING
MONDAY, NOVEMBER 8TH, 2021
12:00 P.M.**

THE PRYOR ECONOMIC DEVELOPMENT TRUST AUTHORITY MET IN REGULAR SESSION IN CITY COUNCIL CHAMBER, 12 NORTH ROWE STREET, PRYOR, OKLAHOMA AT THE ABOVE DATE AND TIME.

TRUSTEES: **FRED SORDAHL, ARIANNA DERR, DARRELL MOORE, DON BERGER, SCOTT MILLER, _____,
LARRY WILLIAMS

EX-OFFICIO TRUSTEES: JARED CRISP - MUNICIPAL UTILITY BOARD GENERAL MANAGER, LARRY LEES - MAYOR

1. CALL MEETING TO ORDER, PRAYER, PLEDGE OF ALLEGIANCE - MR. SORDAHL.

The meeting was called to order by Fred Sordahl at 12:00 p.m. Prayer and Pledge of Allegiance were led by Darrell Moore.

2. ROLL CALL - MRS. COATS.

Roll call was conducted by Mrs. Coats. Trustees present included: Fred Sordahl, Arianna Derr, Darrell Moore, Don Berger, Scott Miller, Larry Williams, Larry Lees, Jared Crisp and Kim Ritchie. Trustees absent: none.

Others present: Houston Brittain and Terry Aylward.

3. APPROVE MINUTES FROM THE OCTOBER 18TH, 2021 MEETING.

Motion was made by Moore, second by Miller to approve minutes from the October 18th, 2021 meeting. Voting yes: Sordahl, Williams, Derr, Moore, Berger, Miller. Voting no: none.

4. PETITIONS FROM THE AUDIENCE.

There were no petitions.

5. DISCUSS, POSSIBLY RECOMMEND COUNCIL ACTION REGARDING MAYOR LEES' APPOINTMENT OF HOUSTON BRITTAIN FOR VACANT ECONOMIC DEVELOPMENT TRUST AUTHORITY SEAT #6.

Motion was made by Moore, second by Derr to table Mayor Lees' appointment of Houston Brittain for vacant Economic Development Trust Authority Seat #6. Sordahl wishes to accept applications from all parties interested in being a part of the EDTA. It was agreed that applications will be accepted through Monday, December 6th, 2021, and they will be considered at the December meeting. Voting yes: Williams, Derr, Moore, Berger, Miller, Sordahl. Voting no: none.

6. ECONOMIC DEVELOPMENT UPDATES - MAYOR LEES.

No action. Mayor stated that there are 18 new homes in production. There are also seven commercial remodels in the works, as well as an annexation petition that will be going to City Council on December 7th. Mid-America Industrial Park is active in development and recruitment. Mayor stated that there will likely be another Executive Session at next month's meeting, involving Ricky Hayes. Mayor would like to form a TIF Task Force soon.

Sordahl requested that the task force be on next month's agenda, as well as an item regarding signage for 2-hour parking downtown. Sordahl also gave Travis Butler a shout-out for the building he has started on the properties he acquired from the EDTA.

7. ADJOURN.

Motion was made by Derr, second by Williams to adjourn at 12:19 pm. All voted yes.

Houston Wayne Brittain, CSHO, CRM
Phone: (918)-691-1760
5103 N 429 Pryor, OK 74361
<http://www.linkedin.com/in/houstonbrittain>

Professional Summary:

- 26 years of direct hands-on experience in Safety Management, Risk Management, Operations Management, Regulatory Compliance, Workman's Compensation, Security Protocol, DOT Transportation, Human Recourses, Travel & Entertainment, Warehouse Distribution, Retail Operations, Food Service Operations, Manufacturing and Fleet Maintenance.
- Accomplished in all phases of identifying and controlling Safety, Security, Operations, and Workman's Compensation.
- Experienced in evaluating, developing, and implementing customized strategic plans creating industry leading Environmental Health & Safety/ Operations Management, Rick Management and Security programs.
- Proven results in developing continuous long-term Safety & Health improvements leading to strong Safety Culture and sustained reductions in total cost of risk to the organization.
- Proven leader passionate about identifying talent and developing management professionals.
- Experienced in writing industry standards interacting closely with regulatory agencies.
- Experienced in managing Workman's Compensation claims from initial investigation to final resolution.
- Accomplished in developing and implementing strong behavior-based Safety programs resulting in reduction of accidents along with return-to-work programs.
- Expert in developing and implementing strong DEQ, DOT, EPA, OSHA, CSA, compliance programs including the training and auditing materials to support those programs.
- Seasoned trainer in all aspects of Safety, Security, Operations Management, Regulatory Compliance, Workman's Compensation, risk management and other industry needs.
- Accomplished in developing appropriate tracking and auditing tools to verify compliance, document results, and track continuous improvement.

Areas of Expertise:

Safety Process Improvement
Public Speaking
Fleet Maintenance
Risk Management
Regulatory Compliance
Human Recourses
Security Control
Talent Identification & Culture Leadership
Operational Management Balancing Strategic & Tactical Needs

**Customized Safety Programs Training Development & Implementation
(C-TPAT) Customs Trade Partnership Against Terrorism
OSHA, EPA, DOT Compliance Code Development & Implementation
Operations Management including Profit Loss**

Notable Achievements:

- ✓ Built and implemented complete Behavior Based Safety program resulting in more than 68% reduction in workman's compensation claims severity year over year 2011-2012.
- ✓ Successful in opening communication between management and the Safety Department quickly growing a strong safety culture with best practices.
- ✓ Managed a successful security program using outside vendor for a large campus of 1000 employees.
- ✓ Wrote and produced a company specific Safety standards video which was customized to the specific safety issues and concerns of our company and the industry.
- ✓ Maintained 25% average reduction in total accidents over a 3year period while the company continued to grow in revenue.
- ✓ Grew a successful operation spanning over 7 years increasing revenue year over year resulting in 5 promotions within the company.
- ✓ Successful completion of SSH Safety & Health Specialists certification in OSHA standards.
- ✓ Successful working with OSHA area directors to build successful safety programs resulting in good relationships with OSHA officials.
- ✓ Successfully obtained an official certification called C-TPAT Customs-Trade Partnership Against Terrorism for Miller Truck Lines.
- ✓ Safety Consultant helping multiple trucking companies improve their safety ratings through FMCSA.

Education:

Northeastern State University: Eastern Oklahoma State: University of Texas Arlington: Columbia Southern University. OSHA Certified Safety & Health Official: Certified Risk Manager

Professional Experience:

Brown and Brown Insurance

5th largest insurance broker in the US with over 300 offices and 11,000 employees

Senior Risk Management Advisor 03/20/2020 Present

- Insurance implementing marketing strategies to develop a strong network of prospective clients.
- Service existing clients and conduct annual reviews and seek opportunities to present products to enhance their insurance portfolio.
- Conduct safety audits for clients and prospects to determine culture of safety programs and look for ways to enhance them
- Perform mock DOT audits for transportation companies to clear up safety violations resulting in audits by the FMCSA to improve safety ratings.

Action Enterprises

Logistics carrier since 1945 of heavy haul, oil field equipment, environmental, dedicated, and flatbed freight.

Vice President of Safety 09/16/2019 to 03/20/2020

- Responsible for all environmental Health, Safety, and Security 30 terminals across the US
- Responsible for all accident investigations, security investigations, compliance with outside agency's including DEQ, EPA, OSHA, DOT, and public safety.
- Management responsibility for full staff of 50 safety professionals, maintenance professionals and security professionals.
- Plant facilitator for all Work Comp Claims, Risk Management and first aid incidents.
- Overall safety responsibility for all employees, facilities, and contractors throughout the company.
- Responsible to manage all insurance needs including WC, liability, cargo, physical damage, and employee benefits.
- Responsible for terminal HR and ER for all employees.
- Compliance Officer for all security systems, camera systems, and badging systems.

Miller Truck Lines, Tulsa, OK & Paul Transportation Inc

Oklahoma's largest logistics carrier since 1955 of heavy haul, oil field equipment, and flatbed freight.

Director of Risk Management/Safety/Fleet Maintenance 10/31/14-

Present

- Responsible for all environmental Health, Safety, and Security 5 terminals across the US
- Responsible for all accident investigations, security investigations, compliance with outside agency's including DEQ, EPA, OSHA, DOT, and public safety.
- Management responsibility for full staff of 41 safety professionals, maintenance professionals and security professionals.
- Plant facilitator for all Work Comp Claims, Risk Management and first aid incidents.
- Overall safety responsibility for all employees, facilities, and contractors throughout the company.
- Responsible to manage all insurance needs including WC, liability, cargo, physical damage, and employee benefits.
- Responsible for a large maintenance group servicing over 500 tractor's and 1100 trailers.
- Responsible for terminal HR and ER for all employees.
- Compliance Officer for C-TPAT Customs Trade Partnership against Terrorism.
- Compliance Officer for all security systems, camera systems, and badging systems.

Navistar, Tulsa, OK

Nation's largest builder of International Trucks and School Bus's 10,000 employees

Environmental Health & Safety Engineer 01/2014-10/2014

- Responsible for all environmental Health, Safety, and Security for a 1 million square foot facility.
- Responsible for all accident investigations, security investigations, compliance with outside agency's including DEQ, EPA, OSHA, and public safety.
- Management responsibility for full staff medical clinic on site, an environmental professional, and security vendor G4S.
- Plant facilitator for all Work Comp Claims and first aid incidents.

Hertz Corporation, Tulsa, OK

Second largest rental car company 27,000 employees

Regional Safety & Security Manager Central US 07/2011-01/2014

- Manage safety, claims & compliance strategy for the organization. Working closely with all departments to ensure that Safety & Security Compliance strategies meet our organizational needs while also being compliant in the industry.
- Responsible for Safety & Security Officers in locations across the US and Canada providing training and support for our operation teams.
- Safety training, compliance policies, Behavioral Safety, accident investigations, EPA permits, and workman's compensation claims, Security, OSHA training, DOT DQ files.
- Successful completion of OSHA VPP program resulting in professional compliance to all industry standards.

Triad Transport, Inc. McAlester, OK

Nation's largest independent carrier of hazardous waste with 500 employees & 300 tractor trailer units

Corporate Safety Director/ Corporate Officer 12/2009 – 07/2011

- Established complete Safety, claims, & risk management strategy for a growing, fast paced, highly acquisitive transportation company including hiring, developing, and leading a staff of regional safety managers supporting all departments.
- Developed and implemented Safety, environmental, claims, insurance, and Risk Management policies and procedures which include writing and producing the first company safety manual customized for defensive driving designed specifically for our industry.
- Managed this company to compliance regarding the FMCSA CSA program renewing its rating as excellent registering compliance scores in each area.
- Worked directly with attorneys, policyholders, and claimants to investigate and resolve cases in Workman's Compensation, General Liability, Products Liability, and Auto Liability.

Nation's largest coin collection service & movie kiosk company serving large retail accounts in the US and Canada 6,000 employees

Coinstar/Redbox Seattle, WA

Nation's largest coin collection service & movie kiosk company serving large retail accounts in the US and Canada 6,000 employees

Area Operations Manager Western Region United States 03/2003 – 12/2009

- Managed a multiple state operation providing DSD service to large accounts including Wal-Mart, Kroger, Safeway, Homeland, Albertsons, HEB and many independent accounts.
- Established over all operations for the company including implementing controls, safety, workman's comp, company policies, inventory controls, developing talent, reducing shrink, and growing revenue
- Received 4 promotions during my employment with this company including moving 5 times across the US to rebuild operations.
- Build a 20 million dollar a year business by providing the best possible customer service while building a topnotch operations group determined to be the best in the industry resulting in a number 1 office nomination by achieving all company goals.

Keebler Cookie Company, Oklahoma City, OK

Nation's second largest cookie company 45,000 employees

District Manager Oklahoma 1997-2003

World Acceptance Corporation Tulsa, OK

Nation's second largest tax & consumer finance company 5,000 employees

General Manager Tulsa, OK 1990-1997

Other Accomplishments:

- 32 Degree Mason
- Certified Health and Safety Official
- First Aid, AED, & CPR instructor
- Chairman - Board of Directors Oklahoma Safety Council
- Member of National Safety Council
- Oklahoma Safety Security Council
- Board of Directors Oklahoma Trucking Association
- Board of Directors Pryor Creek Rec Center

References available upon request



Coats, Darla <coatsd@pryorcreek.org>

FW: Accomplishments

Coats, Darla <coatsd@pryorcreek.org>
Draft

Thu, Nov 4, 2021 at 9:34 AM

Hello Mayor,

Please see list of board and committee I have served or continue to serve on:

1. Planning and Zoning Commission 2012-2013
2. Board of Adjustments 2012-2013
3. City Council City of Pryor 2013-2016
4. Comprehensive Plan Committee Pryor Creek 2014-2016
5. Chairman of the Board of Directors Oklahoma Safety Council 2014-Current
6. Oklahoma Trucking Association Board of Directors 2011-Current
7. Oklahoma Safety Security Council 2016-Current
8. Oklahoma Safety Management Council 2010-2016
9. Board Director Chamber of Commerce 2020-Current
10. Abatement Committee City of Pryor 2014-2016

Sincerely,

Houston Brittain, SSH, CSHO**Senior Risk Management Advisor**Brown & Brown of Oklahoma, Inc. (NYSE: BRO)
208 North Mill St

Pryor, OK 74361

hbrittain@bb-ok.com

O (918) 825-3295 | F (888) 296-5431 | C (918)-691-1760 |



Coats, Darla <coatsd@pryorcreek.org>

Economic Development Trust Authority

5 messages

Lori Ballew <Lori.Ballew@cnet.com>
To: "coatsd@pryorcreek.org" <coatsd@pryorcreek.org>

Wed, Nov 17, 2021 at 3:23 PM

Ms. Coats,

Attached please find resume' in response to the open seat on the Economic Development Trust Authority. Please forward to Mayor Lees at your earliest convenience.

As a lifetime resident of the City of Pryor I am excited about the growth and opportunities our city has to offer. My family has served this city in various capacities including law enforcement, firefighting and MUB. I look forward to the possibility of volunteering in my hometown.

I can be reached via email, balleworig@gmail.com or by cell 918-740-0999.

I appreciate your time and your response.

Sincerely,

LORI BALLEW



CHEROKEE NATION.
Businesses

Culture Tourism Manager Retail

Office 918-384-7769

Cell 918-740-0999

 Lori Ballew Resume 2021.pdf
304K

Lori G. Ballew

Pryor OK 74361

ballewlorig@gmail.com

OBJECTIVE

Seeking opportunity to offer my management/organizational skills as a results-oriented professional having 30+ years of experience in a diverse range of business applications in the following areas: real estate investing, sales and marketing, economic development, project management, purchasing, inventory, banking, procurement, travel planning, event planning, concert management/production, box office sales, talent buying, event production, product development, business operations, public relations, communications, government relations, technology, audio/visual productions.

EXPERIENCE/SKILLS

- Skilled in marketing, public relations, communications, technology, presentations, trade-shows, sales, accounting, payroll, data entry, cash handling, 10-key by touch, financial reports, contract writing, legal filings, virtual product delivery, shipping, receiving, general ledger accounting, and extensive online research.
- Notary Public, Mayes County, OK.

EMPLOYMENT HISTORY

Cherokee Nation Cultural Economic Development, Cherokee Nation, OK July 2019 - Present
Cultural Tourism Manager for Cherokee Nation retail and Welcome Center. Responsible for increasing awareness of Cherokee culture and history through museum and retail destinations including Tulsa, Catoosa, Kansas and Vinita, Oklahoma locations.

Hard Rock Hotel Casino Tulsa, Catoosa, OK May 2007 – July 2019
Marketing Coordinator III – Responsible for coordinating marketing and promotional events with all departments of casino meeting revenue goals and budgets guidelines. Also establish relationship with VIP guests to ensure return trips and casino loyalty all within gaming commission compliance of MICS and company policies and procedures. Also help develop marketing promotions/campaigns to increase the flow of guests and maximize the company's ROI. Also assist with media buying and advertising thorough TV, print and radio. Also work on set for photo shoot and commercial filming.

Entertainment Manager - responsible for event planning of live musical performances, concerts, and special events on seven different stages for Cherokee Casinos. Duties include booking talent, contracting artists, musicians and entertainers, and ticketing events. Required using spreadsheets, and researching potential performers using online entertainment resources as well as staying current and observing local/regional music network in all genres.

Mayes County Petroleum, Pryor, OK August 2002 – May 2007
Sales and Office Manager for oil and gas distributor specializing in the industrial and construction markets. Duties also include sales in multi-million dollar fuel and transport deliveries. Also, kept compliant with Oklahoma Corporation Commission regulations as well as managed all corporate buying with ExxonMobil and CITGO as well as other suppliers.

Learn2 / ViaGrafix Corporation, Pryor, OK May, 1995 - March 2002
International and Domestic Reseller Sales Manager for developer and manufacturer of extensive line of software training deliverable both online and physical product specializing in Microsoft Office applications. Duties included management of over 500 reseller and wholesaler accounts worldwide with consistent growth of 110% - 125% annually. Conducted on-site presentations and attended over 20 trade shows per year nationwide presenting current promotions and latest product development in relationship with Microsoft Office applications. Developed strategic relations with OEM accounts that included Federal Government, universities and colleges, as well as libraries and public schools.

Mayes County Federal Credit Union, Pryor, OK September, 1991 - January, 1995
Marketing Director/ New Accounts Representative /Teller for local credit union. Duties included cash handling, vault management, as well as conducting on-site presentations to potential members and opening of new accounts as well as public relations for all community events. Also handled all payroll deduction posting, loan processing, and daily balancing.

Bank of Oklahoma (now RCB Bank), Pryor, OK September, 1986 - September, 1991
Head Teller and Vault Teller of local bank. Responsible for daily balancing and posting of all cash and vault transactions as well as handled all commercial accounts. Managed public relations at community events and was employee liaison to management. Supervised 10 people with responsibility of handling all discrepancies and general ledger posting.

David R. Van Horn, Attorney at Law, Pryor, OK September, 1984 - September, 1986
Legal Secretary for local attorney with emphasis in domestic cases. Handled all aspects of legal document preparation of legal pleadings, civil suits, family-law, and real estate cases. Interviewed all potential incoming cases and maintained high level of discretion of all clients.

EDUCATION

Area of Study: Assoc of Business, Rogers State College, Claremore OK

OTHER INTERESTS

Real Estate investments

Music

Citizen of Cherokee Nation

Notary Public, Mayes County, Oklahoma.

REFERENCES

- Brent Taylor, Cherokee Nation Board of Directors, 918-825-0102
- Keith Austin, Cherokee Nation Tribal Council, 918-508-9116
- Andrew Rehbein , Pastor, First Church of God, Pryor 918-373-2137

December 3, 2021

Mayor Larry Lees
Chairman EDTA, Fred Sordahl
Delivery via email to coatsd@pryorcreek.org

RE: Economic Development Trust Authority Seat #6

It is my desire to serve on the Economic Development Trust Authority (EDTA) for the City of Pryor Creek. My experience as a community banker would aid to further the economic development of Pryor Creek. My experience in financing includes meeting the needs of individuals, businesses, and public entities in traditional and non-traditional ways. My knowledge and experience would be invaluable to the EDTA and to businesses looking to locate within our area.

As President of a local bank, I understand the needs to all communities to thrive. I understand that in order for businesses to be profitable, they need the support of their local community. As Chief Financial Officer I understand how to analyze financial statements, structure bonds, and how cash flow operates in small businesses. I have worked with many public entities, including schools and municipalities, on bond analysis and the purchase of bonds. I have worked with public entities on other financing options, such as lease purchases, to help fund projects the entities may not have otherwise been able to take on.

In addition to my work experience, I am passionate about serving my community. I have dedicated many years to working with Pryor Band Boosters, Pryor Public Schools, Mayes County Soccer Association, Catoosa Chamber of Commerce, and the City of Catoosa. For each organization, I held, or currently hold, positions that enabled growth within the organization and community. This growth was sustainable and was a benefit to all shareholders in the community.

I believe I am uniquely qualified for the EDTA. If given this opportunity, I would be an asset to the EDTA's vision of making a positive impact for years to come.

Sincerely,

A handwritten signature in blue ink that reads "Adam C. Anderson". The signature is written in a cursive style with a clear first and last name.

Adam C. Anderson

ADAM ANDERSON

PO Box 1403, Pryor, OK 74362 / [REDACTED] · 918-630-1116
adama@bankboc.com · [LinkedIn: adamanderson1979](#)

WORK EXPERIENCE

FEBRUARY 2020 - PRESENT

PRESIDENT & CHIEF FINANCIAL OFFICER, BANK OF COMMERCE

- Manage a multiple branch network of six branches and over 50 employees
- Created and implemented safe operating procedures during pandemic
- Created and implemented bank procedures and policies in order to service the payroll protection program
- Oversight of all bank functions, including lending, operations, human resources, and technology
- Responsible for strategic plan development and implementation

JULY 2012 – FEBRUARY 2020

CHIEF FINANCIAL OFFICER, BANK OF COMMERCE

- Created and monitored a budget for \$150mm bank with multiple branches
- Updated financial reporting software
- Reported quarterly financials to Federal Reserve Bank and Oklahoma State Banking Department
- Coordinated all bank interactions with examiners and auditors
- Negotiated contracts and agreements
- Analyzed all Bank bond purchases of municipal and public school
- Developed Bank internal processes for lease purchase financing for public entities

FEBRUARY 2006 – JULY 2012

DIRECTOR OF OPERATIONS, BANK OF COMMERCE

- Evaluated New Products and Services
- Created Plans for Installation of New Products and Programs
- Managed Information Technology Program
- Information Security Officer
- System Manager for All Banking Programs

PROFESSIONAL INVOLVEMENT

- Member of Oklahoma Bankers Association's Government Relations Council, 2020-Present
- Member of the Federal Reserve Bank's Faster Payments Task Force, 2015-2017
- Member of Comprehensive Plan Advisory Council for City of Catoosa, 2021
- Board Member of Oklahoma Bankers Association Compliance School, 2020-Present
- Board Member of Oklahoma Bankers Association Basic/Intermediate Banking School, 2010-2016
- Instructor at Oklahoma Bankers Association Basic Banking School, 2012-Present
- Member of Oklahoma Bankers Association Fraud and Security Council, 2013-2015

EDUCATION

2013

GRADUATE, GRADUATE SCHOOL OF BANKING AT COLORADO

GSBC is the premier community banking school. This 25 month long graduate program is dedicated to deepening the student's understanding and knowledge of community banking. My experiences at this school prepared me to continue to grow in my role as a leader in my Bank and the communities I am part of.

2002

BACHELOR OF BUSINESS ADMINISTRATION, NORTHEASTERN STATE UNIVERSITY

1998

HIGH SCHOOL DIPLOMA, PRYOR PUBLIC SCHOOLS

COMMUNITY INVOLVEMENT & EXPERIENCE

MAYES COUNTY SOCCER ASSOCIATION

- Soccer Coach, 2018-Present
- Board Member, 2019-Present
 - Developed marketing plan for registration, increasing registrations from prior seasons
 - Coordinated various soccer camps
 - Increased concession revenue
 - Worked as a team member to coordinate multiple, highly successful, fundraisers
 - Handled club relationships with other area clubs
- Referee, 2021-Present

PRYOR BAND BOOSTERS

- Concession Manager, August 1998- May 2021
 - Coordinated supply ordering and delivery
 - Developed sales plans to maximize income
 - Increased efficiency in service
 - Increased sales through offering better products
 - Managed volunteer workers
- Band Booster Secretary (1998-2010) & President (2010-Present)
 - Understand and Increase Funding for the Band Boosters through the following programs:
 - Concessions
 - Fireworks Stand
 - Fundraisers
 - Band Day

PRYOR PUBLIC SCHOOLS

- Concession Manager, 2010- May 2021
 - Coordinated supply ordering and delivery
 - Developed sales plans to maximize income
 - Increased efficiency in service
 - Increased sales through offering better products

CATOOSA CHAMBER OF COMMERCE

- **President 2014 & 2015**
 - Board meeting Chair
 - Secured commitments to fundraisers for the coming year
 - Implemented community open forum for candidates for office
 - Served on total resource campaign committee
 - Guided Executive Director on implementation of written documentation for all Chamber events
 - Developed and implemented Santa Cash program for Catoosa
- **Board Member 2020-Present**
- **President 2021-Present**
 - Board meeting Chair
 - Executive Committee Chair
 - Rewrote Chamber Bylaws
 - Required Chamber funds be spent with Chamber partners when possible
 - Search committee for new Executive Director
 - Developed 4–6-year comprehensive plan
 - Winterfest Committee Member
 - Parade Oversight
 - Ice Rink
 - Increased cooperation between Chamber and City leadership
 - Increased cooperation between Chamber and Catoosa Public Schools

CITY OF CATOOSA

- Comprehensive Plan Advisory Committee Member 2021

PUBLIC FINANCING

- Lease Purchases
 - Gyms
 - Remodel of Existing Facilities
 - The Blue Whale
 - Vehicles
 - Radio Equipment
- Bonds
 - Initial Analysis of Bond
 - Purchase of Bonds
 - Ongoing Accounting and Analysis of Bonds

she stated, "Workforce development, cyber security training, applicable skills training, infrastructure needs."

Harris also stated that she has access to small business (SBA) loans, as well, so if anyone in attendance is interested in applying they need to speak to her after today's meeting.

7. FORUM OF PRYOR MAIN STREET CORRIDOR MERCHANTS AND PROPERTY OWNERS.

Mr. Craig Stanley spoke first regarding what he feels the downtown corridor needs most. He stated that he sees our goal as bringing in more business, beautifying the corridor and attracting more people to shop downtown.

He stated that parking makes our downtown "unshoppable." There are many corporate vehicles that park on Main Street and take up valuable consumer parking. He suggested that time-limit signs be posted for such vehicles for an hour or two hours. He stated that the town of Vinita has this signage and it works well. Whatever is decided needs to be uniform throughout the area.

LaFave pointed out an example of a parking area provided by PDG. It was stated that areas of shade trees along the streets would cause consumers to be more willing to park and walk further.

Mrs. Christie Littlefield stated that she sees the EDTA's mission to be (1) a finance vehicle to help make these things happen and, (2) getting existing business owners to maintain their properties. She stated that there are several buildings that have been abandoned and no one is keeping up their appearance. She recommended that hefty taxes be brought upon those property owners.

Mr. Hayes agreed that he knows of other cities that enforce this, such as Broken Arrow and Owasso. He also stated that whoever owns the real estate controls what happens. He also stated that the city of Guthrie has gone to great pains to provide parking downtown. Sordahl asked if there are some ways we can get these empty properties filled. Miller stated that offering TIFs would give these property owners incentives to make improvements.

Mr. Dillard stated that you have to spend money or all of your visions are worthless. He has built a new bank for less money than refurbishing would have cost. It is more efficient and will provide 40 new parking spaces for the downtown area.

Hayes stated that a gentleman named Nate Ellis from Oklahoma City is the "TIF Guru." He stated that he will contact him and ask him to speak to the group at the next meeting.

Dr. Muller stated that, due to the way some TIFs are structured, she wants to be certain that any TIFs presented will not adversely affect the Pryor School District. Hayes agreed that our school district is a treasure recognized state-wide and it draws families to Pryor.

Mr. Moore pointed out the excellent job Jared Crisp and MUB have done with infilling.

Mr. Gray stated that the data he has seen for Pryor Creek and Mayes County shows that our population is shrinking. People are looking for quality of life and livability, and housing.

Ms. Alexander stated that residential housing will be built as part of The District, and they are getting ready to roll out the housing plan. Phase 2 will provide 300 apartments and Phase 3 will provide single-family housing. MAIP wants to be a part of this community, and The District is already part of our city limits.

Alexander also pointed out that Pryor sits central between Tulsa and Bentonville. We are marketing this area as a family-oriented rural area to attract people. She did admit that, when Canoo came to town to consider opening in MAIP, they chose not to bring them to downtown Pryor.

10-4-3: DMX, DOWNTOWN MIXED-USE OVERLAY:

A. Purpose: The DMX (Downtown Mixed-Use Overlay) District is intended to implement the comprehensive plan by helping preserve and enhance walkable, mixed-use development patterns within the downtown area.

B. Applicability: Except as otherwise expressly stated in this UDO, the DMX regulations of this section apply within the boundaries of the DMX Overlay District to all new uses and structures and all building alterations and site modifications that require a building permit. The DMX regulations govern in the event of conflict with the regulations of the underlying base zoning district.

C. Exemptions:

1. Existing detached houses and duplexes and additions to existing detached houses and duplexes are exempt from compliance with all DMX regulations of this section.

2. Uses and structures that are accessory to existing or new detached houses or duplexes are exempt from compliance with all DMX regulations of this section.

3. Buildings occupied exclusively by public, civic use and institutional use types (see section 10-6-4 of this title) are exempt from compliance with all DMX regulations of this section.

D. Drive-Through Facilities: Drive-through facilities are expressly prohibited on lots with frontage on Graham Avenue.

E. Driveways: Curb cuts and driveways taking access to Graham Avenue are expressly prohibited.

F. Frontage Classifications: Street frontages in the downtown area are classified according to their existing and proposed future character. Three (3) frontage types are described below and shown on the zoning map:

1. Primary: The "primary" frontage designation is applied along Graham Avenue - where the highest level of walkability is expected and desired. The regulations that apply to primary frontages are intended to help ensure that buildings are pulled up to the front property line and that buildings are "activated" to promote pedestrian interest, comfort and safety.

2. Secondary: The "secondary" frontage designation is applied along side streets off of Graham Avenue. Although it is important to maintain the traditional main street character of these frontages, the regulations allow greater flexibility in terms of building location and site design.

3. Changing Classifications: A change in frontage classification is considered a rezoning and is subject to the zoning map amendment procedures of section 10-15-3 of this title.

G. Primary Frontage Regulations: The following regulations apply to all primary frontages. Exceptions and rules of measurement are established in subsection I of this section.

Figure Symbol		
	Build-to-zone:	
A	Minimum/maximum	0'/10'
B and B ¹	Minimum percent of building in build-to-zone	80%
	Parking setback:	
C	Minimum	30'
	Transparency:	
D	Minimum ground-story	65%
E	Minimum upper-story	20%
F	Maximum blank wall length	20'
	Pedestrian access:	
G	Street-facing building entrance required?	Yes

10-10-2: MOTOR VEHICLE PARKING:

Off-street motor vehicle parking spaces must be provided in accordance with the minimum ratios established in this section. See section 10-10-3 of this chapter for additional information about bicycle parking requirements.

A. Residential:

1. Household Living Uses: Uses in the household living use subcategory (see subsection 10-6-3A of this title) must provide at least one off-street motor vehicle parking space per dwelling unit; apartment/condo projects must provide an additional 0.5 off-street motor vehicle parking spaces for each dwelling unit with more than one bedroom.

2. Group Living Uses: Uses in the group living use subcategory (see subsection 10-6-3B of this title) must provide at least one off-street motor vehicle parking space per dwelling unit or at least one off-street motor vehicle parking space per four (4) sleeping rooms.

B. Nonresidential: There is no minimum off-street motor vehicle parking requirement for nonresidential uses, provided that uses requiring special exception approval may be subject to minimum parking requirements established at the time of special exception approval. (Ord. 2018-16, 12-4-2018)

10-10-4: USE OF OFF-STREET PARKING AREAS:

A. Off-street parking spaces are intended to serve residents, tenants, patrons, employees, or guests of the principal use. Off-street parking areas may only be used for the temporary parking of licensed motor vehicles in operating condition.

B. Off-street parking spaces may not be used for the storage, display or sale of goods, equipment or materials. No motor vehicle repair work of any kind is permitted in an off-street parking space.

C. Parking spaces may be used for electric vehicle charging. (Ord. 2018-16, 12-4-2018)

10-10-5: PARKING LOCATION:

Off-street parking is prohibited in front and street side setback areas in R Zoning Districts. This provision is not intended to prohibit parking on an approved driveway on a lot occupied by a detached house, patio house, townhouse or duplex. (Ord. 2018-16, 12-4-2018)

10-10-6: PARKING AREA DESIGN:

A. Applicability: The parking area design regulations of this section apply to all off-street parking lots for motor vehicles, whether containing required parking spaces or non-required parking spaces.

B. Ingress And Egress: All parking areas must be designed to allow vehicles to enter and exit a street and cross public sidewalks in a forward motion, except that this requirement does not apply to lots with access on a minor street.

C. Stall Size: Parking spaces must be at least 8.5 feet in width and eighteen feet (18') in length, exclusive of access drives and aisles. In parking areas where permanent wheel stops have been installed, 2.5 feet of the parking space length (depth) beyond the wheel stop may be counted as part of the required stall length if that area is unobstructed and not part of another parking stall, drive aisle or sidewalk.

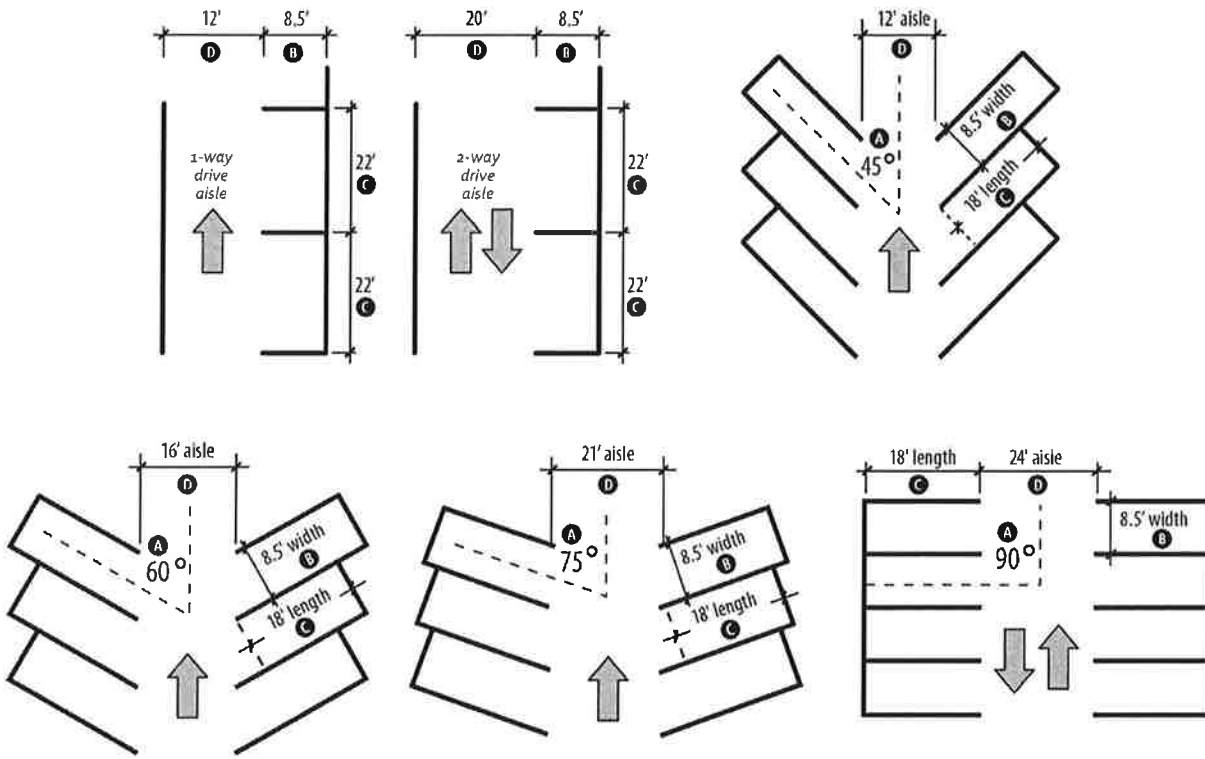
D. Parking Area Layout (Geometrics): Parking areas must be designed and marked in accordance with the dimensional standards of table 10-2 of this section, which shows minimum dimensions for various parking layouts (angles). Requirements for layouts or angles not shown in table 10-2 of this section may be interpolated from the layouts shown, as approved by the Community Development Director.

**TABLE 10-2
PARKING AREA GEOMETRICS**

A = Stall angle, B = Stall width, C = Stall length, D = Aisle width (1-way/2-way)

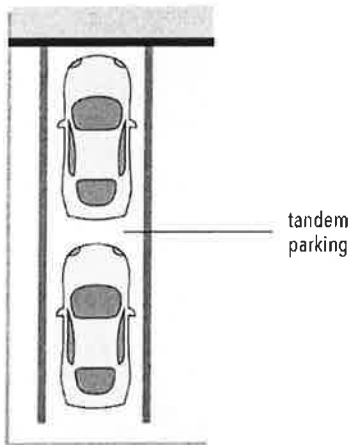
A	B	C	D
0°	8.5'	22.0'	12.0/20.0'
	9.0'	22.0'	12.0/20.0'
45°	8.5'	18.0'	12.0/20.0'
	9.0'	18.0'	11.0/19.0'
60°	8.5'	18.0'	16.0/21.0'
	9.0'	18.0'	15.0/20.0'
75°	8.5'	18.0'	21.0/22.0'
	9.0'	18.0'	20.0/21.0'
90°	8.5'	18.0'	-/24.0'
	9.0'	18.0'	-/22.0'
	10.0'	18.0'	-/20.0'

**FIGURE 10-2
PARKING AREA GEOMETRICS**



E. Tandem Parking: Tandem parking spaces may be used to satisfy minimum parking requirements for household living uses when the spaces are assigned to the same dwelling unit. In all other cases, required parking spaces must be designed to allow each parking space to be accessed without passing through another parking space. Tandem parking arrangements must have a minimum stall of 8.5 feet and a minimum length of thirty six feet (36').

**FIGURE 10-3
TANDEM PARKING**



F. Surfacing:

1. All off-street parking areas must be surfaced with a dustless, all-weather surface unless otherwise expressly stated in this UDO. Parking area surfacing must be completed prior to initiation of the use to be served by the parking.

2. All motorized vehicles designed for travel upon public streets and that are being parked, stored or displayed for sale must be parked, stored or displayed on dustless, all-weather surface. This surfacing requirement does not apply to junk or salvage yards or to storage areas for agricultural, industrial or construction equipment. Other requests for use of alternative surfacing require approval in accordance with the special exception procedures of section 10-15-12 of this title.

3. Pervious pavement or pervious pavement systems, including pervious asphalt, pervious concrete, modular pavers designed to funnel water between blocks, lattice or honeycomb shaped concrete grids with turf grass or gravel filled voids to funnel water, plastic geocells with turf grass or gravel, reinforced turf grass or gravel with overlaid or embedded meshes, resin-bound pervious pavement systems, or similar structured and durable systems are allowed as parking lot surfacing materials. Gravel, turf, or other materials that are not part of a structured system designed to manage stormwater are not considered pervious pavement or a pervious pavement system. Pervious pavement and pervious pavement systems must comply with the following:

a. Materials must be installed and maintained in accordance with all applicable City standards. Damaged areas must be promptly repaired. Gravel that has migrated from a pervious pavement system onto adjacent areas must be regularly swept and removed.

b. Accessible parking spaces and accessible routes from the accessible space to the principal structure or use served must comply with the Building Code.

c. Pervious pavement or pervious pavement systems are prohibited in areas used for the dispensing of gasoline or other liquid engine fuels or where other hazardous materials are used or stored.

d. Pervious asphalt, pervious concrete, or modular pavers may be used for drive aisles and driveways, but no other pervious pavement systems may be used in such areas unless expressly approved by the Community Development Director.

e. Pervious pavement or pervious pavement systems that utilize gravel with overlaid or embedded mesh or geocells may be used only in Industrial Zoning Districts.

f. Parking areas with pervious pavement or pervious pavement systems must have the parking spaces marked as required by this chapter, except that pervious pavement systems that utilize gravel or turf may use alternative marking to indicate the location of the parking space, including markings at the end of spaces on the drive aisle or curbing, wheel stops, or concrete or paver strips in lieu of painted lines.

G. Vertical Clearance: All parking spaces must have overhead vertical clearance of at least seven feet (7').

H. Landscaping And Screening: See chapter 11 of this title. (Ord. 2018-16, 12-4-2018)

10-10-7: STACKING SPACES FOR DRIVE-THROUGH FACILITIES:

A. Spaces Required: Establishments with drive-through facilities must provide stacking spaces for each drive-through station as indicated in table 10-3 of this section:

**TABLE 10-3
DRIVE-THROUGH STACKING SPACE REQUIREMENTS**

Use	Minimum Spaces (Per Lane)
Automated teller machine	2 (measured from ATM)
Bank	3 (measured from teller or service area)
Car wash, attendant hand wash	3 (measured from vehicle entrance)
Car wash, automated or customer- operated	2 (measured from vehicle entrance)
Drug store	2 (measured from pick-up window)
Kiosks	2 (measured from service window)
Restaurant drive-through	3 (measured from order board)
Other	As determined by the Community Development Director

B. Dimensions: Each lane of stacking spaces must be at least 8.5 feet in width and at least eighteen feet (18') in length. Stacking lanes must be delineated with pavement markings.

C. Location And Design:

1. Stacking lanes must be located on the subject property. They may not be located within required driveways or drive aisles and may not interfere with access to parking and ingress and egress from the street.

2. All areas associated with drive-through facilities, including drive-through signs, stacking lanes, trash receptacles, loudspeakers and service windows must be located to the rear or on the non-street-facing side of the property. Drive-through lanes must be set back at least ten feet (10') from abutting R- Zoned lots, and a screening wall or fence must be provided along the common lot line in accordance with the F1 screening regulations of subsection 10-11-5C2 of this title.

D. Pedestrian Access: The principal pedestrian access to the entrance of the use from a public sidewalk may not cross the drive-through facility stacking lane. (Ord. 2018-16, 12-4-2018)

10-10-8: ACCESSIBLE PARKING FOR PEOPLE WITH DISABILITIES:

Accessible parking facilities must be provided in accordance with the Building Code. (Ord. 2018-16, 12-4-2018)

10-10-9: LOADING:

Off-street loading areas must be designed so that all vehicle maneuvering and loading/unloading operations will occur on private property. Unenclosed off-street loading areas may not be located within fifty feet (50') of any abutting R-Zoned properties unless the loading area is screened on all sides abutting the R-Zoned property in accordance with the F1 screening regulations of subsection 10-11-5C2 of this title. (Ord. 2018-16, 12-4-2018)



SECTION VI

Downtown and Corridors

This section of the Pryor Comprehensive Plan outlines key planning goals and strategies for the Downtown district. For the Pryor community, revitalizing the Downtown should be a high priority. It is recognized that revitalizing and redeveloping Downtown Pryor will occur over time and in phases as barriers to investment and development are addressed and smaller-scaled revitalization projects are first completed; early projects will build momentum for more substantial reinvestment efforts to place.

Downtown Pryor is largely defined by its principal street - Graham Street (Highway 20) - with Mill Street (U.S. Route 69) on the west to Cherokee Street on the east with commercial and institutional uses extending both north and south along Adair Street. Downtown currently comprises approximately 14 blocks. This Comprehensive Plan envisions Downtown Pryor as a mixed-use center offering a variety of shopping, dining, entertainment, and living opportunities and capitalizing on its historic building stock and location adjacent to Highway 20 and Pryor's traditional neighborhoods. To accomplish this, the Pryor community will focus on implementing several planning objectives, including:

- Removing any barriers to Downtown investment and facilitating the use of incentive programs to rehabilitate historic commercial buildings, and storefronts and converting upper floors where upper floors exist for location-neutral businesses, office and residential uses.
- Maintaining on-going business and real estate development efforts that support entrepreneurial endeavors, attract needed retail and commercial services, and facilitate the innovative adaptive use of vacant and under-utilized space.
- Encouraging new construction within the Downtown that shares the same setback, scale and massing characteristics of the existing historic commercial building fabric.
- Facilitating investments in streetscape and pedestrian environments
- Address parking through pro-active efforts in parking management led by the City of Pryor.

Downtown Pryor Goals and Policy Statements

Goals	Policies for Decision Makers
<p>Facilitate the rehabilitation and adaptive use of Downtown Pryor’s historic commercial and institutional building stock.</p>	<ul style="list-style-type: none"> ▪ Provide incentives for façade and storefront rehabilitation, and upper-story conversions to new uses. ▪ Provide design assistance services to property and business owners beyond those offered through the Oklahoma Main Street program. ▪ Educate Downtown property and business owners on proper building maintenance and rehabilitation procedures. ▪ Create design guidelines to assist property and business owners on good building design and preservation.
<p>Revitalize Downtown as a mixed-used center of the Pryor community.</p>	<ul style="list-style-type: none"> ▪ Revise land use policies and zoning to encourage new commercial, residential and mixed-use development within the Downtown. ▪ Undertake important infrastructure investments necessary to facilitate new development. ▪ Consider design standards for new residential and mixed-use development within the downtown core. ▪ Explore locations for new civic and governmental facilities.
<p>Enhance Downtown Pryor’s public realm through streetscape, infrastructure and public space improvements.</p>	<ul style="list-style-type: none"> ▪ Undertake additional planning and design studies for public realm enhancements. ▪ Promote an attractive, pedestrian-friendly Downtown streetscape ▪ Integrate sustainable design and best stormwater management practices in new streetscape and infrastructure investments. ▪ Seek grants and other financial resources to underwrite upgrades to Downtown Pryor’s public space environment. ▪ Consider new public spaces for festivals and events that draw the community into Downtown.
<p>Create a bicycle and parking plan for the Downtown.</p>	<ul style="list-style-type: none"> ▪ Identify Downtown bicycle and parking needs, including bicycle lanes, racks and improved parking facilities. ▪ Prepare and implement a parking management plan and program. ▪ Enhance pedestrian and bicycle connections from Downtown to surrounding neighborhoods.
<p>Support business development efforts that diversifies Downtown economy.</p>	<ul style="list-style-type: none"> ▪ Initiate and maintain small business development efforts and programs that encourage entrepreneurialism. ▪ Consider new incentives and technical assistance for small businesses. ▪ Continue support and funding for Pryor Main Street organization. ▪ Explore new public-private partnerships that attract new anchors to the Downtown.
<p>Promote orderly growth along Highway 69 and 20, and enhance and maintain each corridor’s visual environment and land use pattern.</p>	<ul style="list-style-type: none"> ▪ Concentrate development in existing commercial and industrial zones. ▪ Ensure that proposed new commercial and industrial uses are compatible with adjacent residential neighborhoods. ▪ Implement gateway, wayfinding, and landscaping treatments to improve overall corridor visual character and appearance. ▪ Consider new design standards or other zoning tools to promote desired corridor character and high quality development design. ▪ Support development options that enhance networks of open space and protect environmentally-sensitive land.

FIGURE 6-1: STOREFRONT ENHANCEMENT CONCEPT



Downtown Strategies

Strategy A: Improve Building and Storefront Appearances

The physical appearance of Downtown storefronts is not atypical of many Oklahoma communities of similar age. As times change and businesses transition there is a need to update building appearances. Over time, buildings can accumulate layers that project an out-of-date image; sometimes these layers become physically detrimental to the underlying building. If these layers are not addressed they can cause the building to become an eyesore and an economic liability to the Downtown. Pryor is just beginning with the Oklahoma Main Street program and is having some moderate success in improving Downtown's image; however, there still appears to be many buildings that with just simple selective removal of inappropriate or outdated materials can dramatically a building's appearance.

The reason that this is important is that businesses can experience a 10-15 percent gain in sales just with some simple removal, cleaning and painting. These smaller improvements in turn begin to justify the larger and more economically challenging projects in Downtown. Ultimately as other owners begin to do the same a synergistic effect starts to occur and sales continue to improve. Collectively Downtown's image appears dated and this is important because Downtown is not selling the least expensive items. If Downtown Pryor is going to take on and become the leading business and mixed use center for creative services, specialty niche retail and professional office market then it will need to project a more current image.

IMPLEMENTATION ACTIONS

There are several implementation actions that could be undertaken to facilitate building rehabilitations and improvements in the Downtown. First, compile historic images of buildings, especially ones that appear to have lots of layers, so that it can be determined which ones are worthy of rehabilitation or preservation. The object is to try to document all the different layers that might be on the building. Second, develop and promote incentives to get property owners motivated to make improvements. Incentives can range from low interest loans, tax abatements, and design services to free removal of inappropriate materials. The current façade improvement grant program provides a small incentive - perhaps that maximum grant amount can be expanded over time as more money is secured to capitalize the programs. Third, make contact with owners and try to walk through buildings to determine the best candidates. Last, the Pryor Main Street program should stay in touch with those that are not good building rehabilitation candidates or cannot make improvements in the short term. Often people need to see others make the first move before they invest - start with projects that have the most significant visual impact, and are least expensive and easy to implement.

Strategy B: Improve Downtown Pryor's Streetscape and Pedestrian Network

Over the years Downtown Pryor has slowly but steadily seen its primary focus as an area to stroll and window shop transition to a number of destination businesses that are as interdependent upon each other. Suburban-style strip commercial development along 69 and has also crept into Downtown's periphery. Parking lots are now fronting Graham Street, office buildings occupy what were once retail locations and suburban style building are now present where there used to be storefronts immediately adjacent to the sidewalk. While these incursions are not favorable for retailing they tend to be at the outer edges of the core retail area. If these trends are left unchecked, Downtown's ability to be a pedestrian oriented shopping district will be jeopardized. Pedestrian-oriented development will make the Downtown more livable and walkable, and will begin to match future development with the historic development pattern in the Downtown and the desired vision of the citizens.

THE COMPREHENSIVE PLAN IS RECOMMENDING A SERIES OF ACTION STEPS TO "REWEAVE" AND RECONNECT DOWNTOWN'S FRAGMENTED COMMERCIAL NODES CAUSED BY THE ABOVE MENTIONED IMPACTS.

Responses during the community facilitation expressed concern by participants that they do not want to lose any more buildings and that new construction should reinforce Downtown's historic building pattern and sense of place. The Comprehensive Plan is recommending a series of action steps to "reweave" and reconnect Downtown's fragmented commercial nodes caused by the above mentioned impacts. This greater connectivity should help spawn additional sales as 65 percent of all retail sales (department store type merchandise) are made on impulse. In short, the more people are inclined to want to walk the more the cash register is going to ring. The Comprehensive Plan is recommending several ways for these walking paths to become more compelling, attractive routes into the Downtown. These routes are determined by how and where buildings are placed, the attractiveness of the streetscape and the comfort of its amenities, (parking and parking lots), and the land uses and leasing mix in the Downtown. Going forward, the following urban design improvements should be pursued to enhanced the Downtown pedestrian network and streetscape environment.

- **Add Street Trees.** A mature street tree canopy can add thousands of dollars of value to the Downtown and its adjacent neighborhoods. Downtown never had much of tree canopy in the past but the adjacent neighborhoods have a significant mature tree canopy. However, given their maturity, many of these trees will likely come in down in the near future due to age and disease. Much of this tree canopy was damaged in the 1942 tornado but it is unknown to what extent people tried to replant after the tornado. The original plat area of Pryor was laid out to have exceeding large boulevards (the space between the curb and sidewalk) approaching 20 feet in width. Graham Street along with other streets leading into adjacent neighborhoods are ideal spaces to replant trees. A concerted effort should be made to replant these streets with new street trees from an approved list of ideal street trees. Other implementation actions could include encouraging residents should be encouraged to replant their yards and establishing a city tree nursery for street and park trees.
- **Sidewalks.** Downtown's sidewalks are in good condition in the core commercial area along Graham Street. These sidewalk areas were replaced about 20 years ago and show little cracking. Crosswalks designation are only demarcated with paint and crosswalk lights are only found at State Highway intersections. Compliance issues with ADA are numerous at intersections. Immediately outside of the Downtown Core (within a block of Graham Street) the sidewalk system is disintegrating. In many areas, the grass has almost completely grown over the sidewalks due to cracked sidewalks and the lack of grass trimming. A sidewalk system along Highway 69 was constructed early on but then stopped a block north of 1st Street and south of South 3rd Street. Within the Downtown curb extensions or bulb-outs are not present but could help shorten the distance that pedestrians have to cross. In the short-term, enforce the existing sidewalk ordinance to improve maintenance between neighborhoods and Downtown Pryor. In the long-term, develop incentives for replacing deteriorated sidewalks in the adjacent neighborhoods with a goal of replacing a certain percentage each year. Install curb extensions or bulb-outs at Downtown intersections when redoing the streetscape. If the budget allows, consider replacing Downtown's core area sidewalks with a more interesting pavement pattern and possible brick insets.



- **Street Lights.** The existing lights are emitting a yellow light which is due to the lens being old and the color of the bulbs. These could be replaced. The City could undertake a cost benefit analysis of replacing existing street luminaires with energy efficient LED lights. Street replacement should begin in the Downtown. Over the long-term, the style of the existing light poles is sufficient but do not match the cobra lights at the intersection. It would be good to have the Oklahoma Department of Transportation lights match the pedestrian street lights. This should be considered as a part of a comprehensive streetscape plan for Downtown.
- **Crosswalk Lights.** Pedestrian crosswalk lights are on present at Graham Street and Highway 69 and Graham and Elliott Streets. The remainder of Graham Street, including the core Downtown area, is without crosswalk lights. In the short-term, work with ODOT to install lights the rest of the way along Graham Street. The Junior High School and Library are immediately adjacent to this high traffic corridor.
- **Stormwater Drains and Sewer System.** Stormwater drain inlets in the core Downtown area are not tight against the existing curbs but are set out. The layout pattern is inconsistent, typically not all sides of the intersection have inlets and their condition is unknown aside from being "old". In the short-term, have the storm drains and sewer drains videotaped to determine their condition. This will be important to planning infrastructure improvement projects in the future. Over the long-term, consider rain gardens or water retention facilities within streetscape

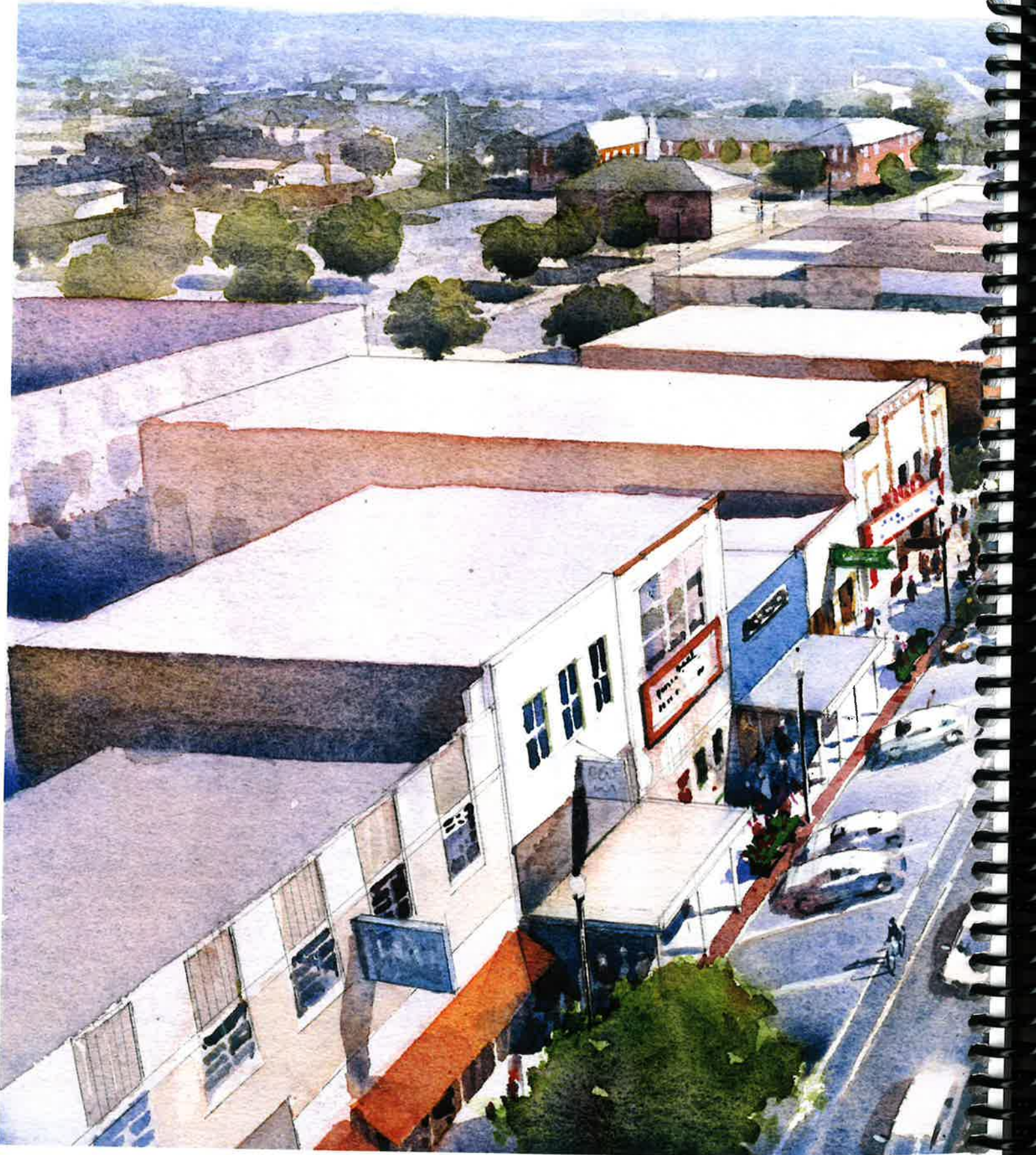
improvements and adjacent to Downtown in other areas to slow, filter and clean stormwater before it is released into the watershed. This could be done as a part of total streetscape replacement project or storm water management project.

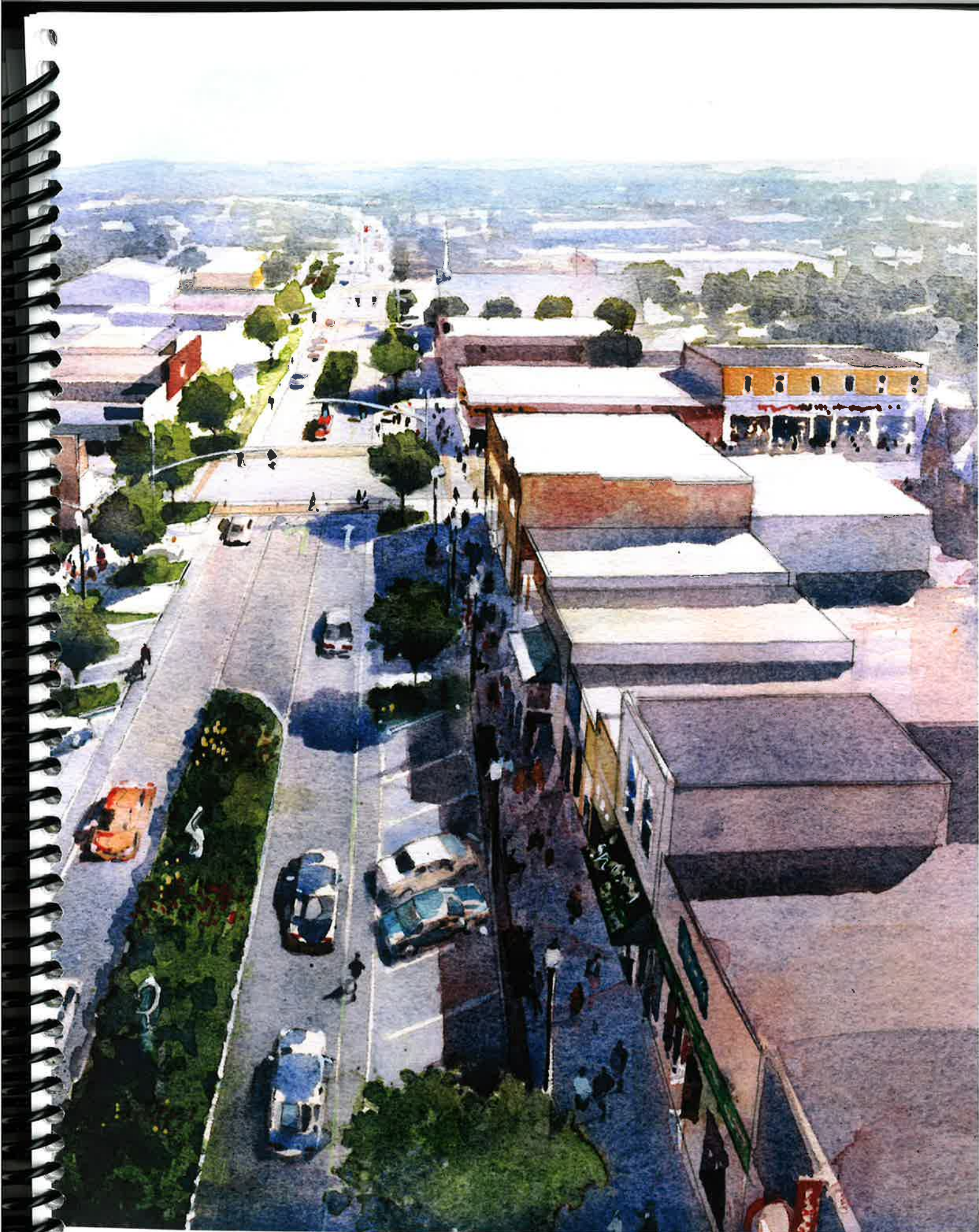
- **Pedestrian Crosswalks.** The crosswalks on Graham Street are simply delineated with paint. More creative approaches are being done to improve visibility and safety of pedestrians. (Image of High Visibility Intersection). In the short-term, work with ODOT to repaint crosswalks so that they are more highly visible. These crosswalks need to be repainted every few years and paint is relatively inexpensive. In the long-term, consider contrasting pavement to highlight the crosswalks if a new streetscape is installed.
- **Downtown Bicycle Lanes.** Explore the potential for adding bicycle lanes in the Downtown as part of a complete streets network in Pryor. Graham Street may be wide enough to accommodate bike lanes both east and west.

IMPLEMENTATION ACTIONS

A streetscape/capital improvement plan should be prepared for the Downtown district incorporating concept designs and costs estimates for sidewalk, landscape and stormwater management improvements. The City can work with the Oklahoma Department of Transportation on crosswalk and pedestrian improvements along Graham Street and Highway 20. Sidewalk improvements and street tree replantings could be funded through the City's annual capital improvement program, grants or other funding sources. With a streetscape plan in place, the City can seek various grant monies, and implement the plan in phases over a period of years.

FIGURE 6-2: THE VISION FOR DOWNTOWN PRYOR





Strategy C: Manage Downtown Parking

The City, along with Pryor Main Street and other Downtown stakeholders, can work together to manage the Downtown parking supply and to improve parking lots. The City should create a parking management plan that identifies ways in which the existing supply can be used more efficiently, where new parking can be added and how parking facilities can be improved through landscaping improvements.

To improve the appearance of Downtown parking lots, a parking lot landscape ordinance and design guidelines should be considered for both public parking and private parking lots. About half of the parking lots in Downtown are privately owned therefore they are a big part of your overall appearance. Such an ordinance and design guidelines would require that landscaping be added to new lots or when any existing lot is substantially improved. Requirements should include a certain amount or blend of trees along with understory plantings but would give discretion to the owner on what and how to plant them. Improved landscaping doesn't mean a loss of parking spaces. The ordinance can typically be achieved by using remnant pieces of public parking lots. This will not only make the lots more attractive it will help make it cooler for people using the lots. Shaded surfaces, for example, may be 20 to 45° degrees cooler than the peak temperatures of unshaded materials.

The opportunities for canopy trees (20-foot radius and 25 plus feet high) and understory trees (15-foot radius and less than 20 feet) are numerous. The ends of parking bays, along the edges of parking lots and even in the middle of parking lots can be opportunities for adding trees. Ultimately this makes the lots easier to use because landscaping helps to reinforce and define the edges and entrances of the lots. This is particularly important in the winter time when lots can suddenly become featureless planes after a snow storm leaving motorists guessing where to enter and exit the parking lots.

To date the approach to laying out parking lots has been to maximize the number of spaces. The result is that the parking lot's circulation pattern requires users to exit the lot and drive into the street in order to enter the next aisle in the parking lot. This creates additional traffic on the streets, is dangerous and makes for a less appealing pedestrian environment. The additional space required by all the parking lot entrances results in a loss of on-street parking. The internal circulation will result in a loss of parking so it usually is a zero sum game except where diagonal parking is added to the street.

Parking lot signs also need to be updated and current. The signs should incorporate a way-finding logo for

THE CITY SHOULD CREATE A PARKING MANAGEMENT PLAN THAT IDENTIFIES WAYS IN WHICH THE EXISTING SUPPLY CAN BE USED MORE EFFICIENTLY, WHERE NEW PARKING CAN BE ADDED AND HOW PARKING FACILITIES CAN BE IMPROVED THROUGH LANDSCAPING IMPROVEMENTS.

Downtown and the sign should reinforce that it is public parking, the time limits and fee (if any). In addition, consider adding the location to the lot so that people can remember where they parked. This is important for first time visitors

The strategy employed by the Comprehensive Plan is to retain taxable land that is best suited for development and to shift parking to the street (non-taxable land) where possible. The current parking pattern is parallel on the north and south side of Graham between Highway 69 and Adair, then it's diagonal between Adair and Vann Streets, then fragments of the diagonal are found between Vann and Rowe Streets. This is due to ODOT wanting stacking lanes for left hand turns and from suburban style development (parking lots and buildings with front loaded parking) beginning to surface in the core commercial area. This makes for a confusing parking system.

IMPLEMENTATION ACTIONS

In the short-term, try to reestablish parallel parking between Van and Rowe Streets. This will help to slow traffic down as it enters the core commercial district, make the parking system more consistent and easier to use. Over the long-term, pursue the purchase of new parking lot areas, but only in locations on the perimeter of the Downtown if parking demand warrants. No new parking lots should be should be constructed along Graham Street.

ORDINANCE NO. 2016-01

AN ORDINANCE PROVIDING FOR COMPLETE STREETS AND AMENDING THE PRYOR CREEK CITY CODE.

SECTION I. FINDINGS. The City of Pryor Creek hereby finds and declares as follows:

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, people with disabilities, motorists, movers of commercial goods, users and operators of public transportation, emergency vehicles, seniors, children, youth; and

WHEREAS, the lack of Complete Streets is dangerous for pedestrians, bicyclists, and public transportation riders, particularly children, older adults, and persons with disabilities; In 2012, 4,743 pedestrians and bicyclists were killed by motor vehicles in America, and many of these fatalities were preventable, and the severity of injuries could readily be decreased by implementing Complete Streets policy and design approaches; and the City of Pryor Creek wishes to ensure greater safety for those traveling its streets and roads; and

WHEREAS, the City of Pryor Creek acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by walking, bicycling, and public transportation, which can help address a wide variety of challenges, including pollution, traffic congestion, social isolation, obesity, physical inactivity, limited recreational opportunities, and safety; and

WHEREAS, in 2014 thirty two percent (32%) of Mayes County residents reported that they have no physical activity. Lack of physical activity level, sedentary lifestyles and limited opportunities to integrate exercise into daily activities are factors contributing to increased obesity among adults and children, and the consequences of obesity, such as diabetes, heart disease, stroke, high blood pressure, high cholesterol, cancer, asthma, depression, and reduced academic performance; and

WHEREAS, the City of Pryor Creek recognizes that the careful planning and coordinated development of Complete Streets infrastructure provides long-term cost savings for local governments by reducing road construction, repair, and maintenance costs, and expanding the tax base; improves public health and lowers health care expenses; provides financial benefits to property owners and businesses; and decreases air and water pollution; in contrast, the lack of Complete Streets imposes significant costs on government, employers, and individuals, including the cost of obesity, and physical inactivity, which can amount to billions of dollars in medical expenses, workers’ compensation, and lost productivity; and

WHEREAS, the dramatic increase in the population of older adults in the near future requires immediate changes to street design and transportation planning to meet Americans with Disabilities Act design standards; and

WHEREAS, seven Oklahoma cities have adopted Complete Streets policies and legislation since 2010 in order to further the health, safety, welfare, economic vitality, and environmental well-being of their communities; and

WHEREAS, the City of Pryor Creek will be prepared to leverage new funding opportunities from the Federal Highway Administration and Oklahoma Department of Transportation intended to integrate public health into transportation planning and decision-making; and

WHEREAS, the City of Pryor Creek, in light of forthcoming benefits and considerations, wishes to commit to Complete Streets and form a comprehensive and integrated transportation network that promotes safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the best design guidelines and standards.

NOW THEREFORE, it is the intent of the City of Pryor Creek City Council in enacting this ordinance to encourage healthy and active living, reduce traffic congestion and fossil fuel use, and improve the safety and quality of life of residents of Pryor Creek by providing safe, convenient, and comfortable routes for walking, bicycling, and public transportation.

SECTION II. ORDINANCE. Part 14, Chapter 8 of the City of Pryor Creek City Code is hereby created to read as follows:

A. Complete Streets Commitments.

1. Complete Streets Serving All Users. The City of Pryor Creek expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including but

not limited to pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, emergency vehicles, seniors, children, youth, and families.

2. Complete Streets Infrastructure. The City of Pryor Creek recognizes the importance of Complete Streets infrastructure and modifications that enable safe, convenient, and comfortable travel for all categories of users, including but not limited to sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, pedestrian islands, pedestrian signals, signs, street furniture, bicycle racks, public transit stops, traffic signals, and other features assisting the safe travel for all users, such as traffic circles, raised medians, dedicated transit lanes, and transit bump outs.

3. Context Sensitivity. In planning and implementing street projects, the City of Pryor Creek shall maintain sensitivity to local conditions in residential, commercial, and rural districts and shall work with residents, merchants, and other stakeholders to ensure that a strong sense of place continues.

B. Safe Travel Requirements.

1. Complete Streets Routinely Addressed by Relevant Departments. The Street Department, Maintenance Department, and Planning and Development Department of the City of Pryor Creek shall work towards making Complete Streets practices a routine part of everyday operations, approaching every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and working in coordination with other departments, agencies, and Pryor Municipal Utility Board to maximize opportunities for Complete Streets, connectivity, and cooperation.

2. Complete Streets Required.

a. All Projects and Phases. Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users shall be incorporated into all planning, funding, design, approval, and implementation processes for any new construction, reconstruction, retrofit, maintenance operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section B.3 of this ordinance.

b. Community Development Department Consultation. Transportation projects shall be reviewed by the Community Development Department early in the planning and design stage prior to seeking funding or commencing environmental review, to provide an opportunity to allow comments and recommendations regarding Complete Streets features to be incorporated into the project.

c. Complete Streets in Routine Work and Projects. The Street Department, Parks Department, and Pryor Municipal Utility Board shall improve Complete Streets and street functionality for all categories of users as part of routine work or projects involving pavement resurfacing, restriping, accessing or relocating utilities, signalization operations, or maintenance of landscaping or other features unless an exemption is approved via the process set forth in section B.3 of this ordinance.

d. Plan Consultation and Consistency. Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, comprehensive and other relevant plans, except as approved via the process set forth in section B.3 of this ordinance.

3. Leadership Approval for Exemptions. Specific infrastructure for a given category of users may be excluded where all of the following conditions are met:

- a. Supporting data and documentation are assembled indicating one of the following bases for the exemption:
 - i. Use by a specific category of users is prohibited by law; or
 - ii. The project is a maintenance activity that does not involve resurfacing, restriping or reconfiguring the street. Examples of exempt projects include patching, sidewalk repair or cleaning; or
 - iii. The project is limited by available publicly owned right-of-way; or
 - iv. The project is located on state or federal right-of-way, the City has made an effort to obtain permission, and the agency with control of the right-of-way has indicated they will not grant permission; or
 - v. The cost for specific infrastructure would be excessively disproportionate to the need and probable future use over the long term (costs in excess of 20% of project total may be regarded as evidence that cost is excessively

- disproportionate, as set forth by the United States Department of Transportation in its policy statement on accommodating bicycle and pedestrian travel); or
 - vi. There is an absence not only of current need, but also of future need (absence of future need may be shown via demographic, school, employment, and public transportation route data that demonstrate a low likelihood of bicycle, pedestrian, or transit activity in an area over the next 10 to 20 years); or
 - vii. Planned Unit Developments (PUD) that provide a method of alternative compliance approved by the Planning and Zoning Commission; or
 - viii. Significant adverse impacts outweigh the positive effects of the infrastructure; and
 - b. The proposed exemption, as well as the supporting data and documentation, shall be made publicly available prior to approval by the City Council; and
 - c. The Planning and Zoning Commission shall review the proposed exemption, as well as the supporting data and documentation, during the planning and design phase of the project and make a recommendation to the City Council on whether or not the exemption is appropriate, the City Council shall make the final decision whether the exemption will be approved after hearing the recommendation of the Planning and Zoning Commission.

4. **Street Network and Connectivity.** As feasible, the City of Pryor Creek shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of users and to create employment, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries for existing and anticipated development.

5. **Deficiency.** Deficiency projects when fiscally feasible shall correct inadequate service and bring system capacity to adopted levels of service standards. Deficiency expenditures shall enhance the capacity, safety and efficiency of all modes of travel within the roadway network. New roads and improvements to existing roadway facilities shall include improvements for all transportation and mobility modes, including motor vehicles, transit operations, pedestrians and bicyclists. Deficiency projects shall improve connections between the various transportation and mobility modes and complete missing links within the arterial roadway network. Deficiency projects shall follow complete streets policies as prescribed in C and D. Deficiency projects shall also include the continued development of Intelligent Transportation System (ITS) management tools, managed lanes (using existing lanes for different travel directions depending on demand and time of day), queue jump lanes (providing transit priority) and other traffic management strategies that increase the efficiency of existing and newly-constructed roadways for all transportation and mobility modes.

C. Policies, Plans, and Studies.

1. **Revising Policies and Plans.** The Street Department and Community Development Department are hereby directed to assess additional steps and potential obstacles to implementing Complete Streets in the City of Pryor Creek and to recommend proposed revisions to all appropriate ordinances, zoning and land use development codes, policies, procedures, regulations, guidelines, programs, templates, and design manuals, in order to integrate, accommodate, and balance the needs of all users in all projects.

2. **Studies.** All initial planning and design studies, health impact assessments, environmental reviews, and other reviews for projects requiring funding or approval by the City of Pryor Creek shall:

- a. Evaluate the effect of the proposed project on safe, comfortable, and convenient travel by all categories of users, and
- b. Identify measures to mitigate any adverse impacts on such travel that are detected.

D. Performance Standards, Evaluation, and Reporting. The following steps shall be taken to support implementation of Complete Streets goals:

1. **Performance Standards.** The Community Development Department, with the assistance of the Street Department, shall put into place performance standards with measurable outcomes to assess safety, comfort, actual use, and functionality, particularly with regard to the development of a bicycle and pedestrian network, for each category of users.

2. **Evaluation.** The Community Development Department shall perform evaluations of how well the streets and transportation network of Pryor Creek are serving each category of users by collecting baseline data over the next four years and collecting follow-up data on a two year basis, including data that:

- a. Tracks performance standards, including new miles of bicycle lanes, sidewalks, and street trees or plantings, number of new curb ramps, improved crossings, and signage;
 - b. Measure latent demand and existing levels of service for different modes of transport and categories of users, including public transportation ridership;
 - c. Tracks collision statistics by neighborhood and mode of transportation, and bicycle and pedestrian injuries and fatalities;
 - d. Assess the safety, functionality, and actual use of the neighborhoods and areas within the corporate limits of Pryor Creek by each category of users.
 - e. Assess the number of bicycle, pedestrian and transit users and how this changes over time as more infrastructure is developed.
3. Reporting. The Director of the Community Development and the Street Department shall provide an annual report to the City Council summarizing how well the City of Pryor Creek is implementing Complete Streets, with the report including: the performance standards and goals from section D.1 of this ordinance; the evaluations from section D.2 of this ordinance, with an assessment of the evaluation data; and a list and map of street projects undertaken in the past year, with a brief summary of the Complete Streets infrastructure used in those projects and, if applicable, the basis for excluding Complete Streets infrastructure from any projects.

SECTION III. STATUTORY CONSTRUCTION & SEVERABILITY.

A. This ordinance shall be construed so as not to conflict with applicable federal or state laws, rules, or regulations. Nothing in this ordinance authorizes the City of Pryor Creek to impose any duties or obligations in conflict with limitations on municipal authority established by federal or state law at the time action is taken.

B. In the event that a court or agency of competent jurisdiction holds that a federal or state law, rule, or regulation invalidates any clause, sentence, paragraph, or section of this ordinance or the application thereof to any person or circumstances, it is the intent of the ordinance that the court or agency sever such clause, sentence, paragraph, or section so that the remainder of this ordinance remains in effect.

C. In undertaking the enforcement of this ordinance, the City of Pryor Creek is assuming only an undertaking to promote the general welfare. It is not assuming, nor is it imposing on its officers and employees, an obligation through which it might incur liability in monetary damages to any person who claims that a breach proximately caused injury.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR, AND THE COUNCIL OF THE CITY OF PRYOR CREEK, MAYES COUNTY, STATE OF OKLAHOMA, TO-WIT:

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF PRYOR CREEK, OKLAHOMA, ON THIS 1st DAY OF MARCH, 2016.

Jimmy Tramel, Mayor

Attest by:

Eva Smith, City Clerk

Approved for Form and Legality:

K. Ellis Ritchie, City Attorney