

**PUBLIC NOTICE OF THE MEETING OF THE
OWASSO CAPITAL IMPROVEMENTS COMMITTEE**

TYPE OF MEETING: Special
DATE: July 25, 2017
TIME: 6:00 PM
PLACE: Owasso City Hall Community Room
200 South Main, Owasso, Oklahoma

Filed in the office of the Owasso City Clerk and posted at the City Hall West Entrance at 5:00 p.m. on Friday, July 21, 2017.

Teresa Willson, Information Technology Director

AGENDA

1. Call to Order
2. Consideration and appropriate action relating to the approval of the April 25, 2017 minutes
Teresa Willson
3. Discussion regarding Capital Improvement Plan updates
Teresa Willson
4. Consideration and appropriate action relating to a recommendation to place Festival Market Place on the list of projects eligible to receive Capital Improvement funding
Larry Langford
Attachment
5. Consideration and appropriate action relating to a recommendation to place Fiber installation Owasso Police Department to Public Works on the list of projects eligible to receive Capital Improvement funding
Andrew Neyman
Attachment
6. Project Status Report
Roger Stevens
7. Adjournment

**OWASSO CAPITAL IMPROVEMENT COMMITTEE
MINUTES OF MEETING
Tuesday, April 25, 2017**

The Owasso Capital Improvements Committee met in a special meeting on Tuesday, April 25, 2017 at City Hall Community Room, 200 South Main, per the Notice of Public Meeting and Agenda posted on the City Hall west entrance at 5:00 p.m. on Friday, April 21, 2017.

- 1. Call to Order** - Teresa Willson, Director of Information Technology, called the meeting to order at 6:06 pm. The following committee members were present:

Bill Bush, Paul Loving, Dirk Thomas, Rob Haskins, Jeff Davis, Shawn Reiss, Brenda Snow, Jason Drake (arrived 6:23), Warren Lehr, Sherry Bishop, Linda Jones

The following committee members were not present:
James Hunter, Chris Kelley

- 2. Approval of minutes for the August 11, 2016 Special Meeting** – Teresa Willson presented the item. Paul Loving moved, seconded by Dirk Thomas to approve the minutes as presented.

YEA: Bush, Loving, Thomas, Haskins, Davis, Reiss, Snow, Drake, Lehr, Bishop, Jones
NAY: None
Motion carried 11-0

- 3. Update and discussion regarding City facility and land needs** – Sherry Bishop, Assistant City Manager, presented and discussion was held.

- 4. Update and discussion regarding projects eligible for excess Vision 2025 funds** – Larry Langford, Recreation and Culture Director, presented and discussion was held.

- 5. Update and discussion regarding City fiber projects** – Andrew Neyman, Information Technology, presented and discussion was held.

- 6. Capital Improvement Fund financial report and discussion** - Linda Jones, Finance Director, presented and discussion was held.

- 7. Consideration and appropriate action relating to a recommendation to place Public Safety Vehicles on the list of projects eligible to receive Capital Improvement funding** – Warren Lehr, City Manager, presented the item and discussion was held. Dirk Thomas moved, seconded by Shawn Reiss to recommend adding Public Safety Vehicles on the list of projects eligible to receive Capital Improvement funding

YEA: Bush, Thomas, Davis, Reiss, Snow, Drake, Lehr, Bishop, Jones
NAY: Loving, Haskins
Motion carried 9-2

- 8. Adjournment**
Dirk Thomas moved, seconded by Shawn Reiss

YEA: Bush, Loving, Thomas, Haskins, Davis, Reiss, Snow, Drake, Lehr, Bishop, Jones
NAY: None
Motion carried 11-0, meeting adjourned at 7:36 pm

Teresa Willson, IT Director



TO: Capital Improvement Committee

FROM: Larry Langford
Recreation and Culture Director

SUBJECT: Festival Market Place

DATE: July 21, 2017

BACKGROUND:

On November 5th, 2014, the Tulsa County Vision Authority approved a resolution providing a process for the distribution of excess Vision 2025 sales tax. The Tulsa County Vision Authority determined Owasso to be eligible for not less than \$6,882,761 in funding, to be distributed among three propositions.

In 2015, the Capital Improvement Committee recommended a list of projects to be submitted to the Tulsa County Vision Authority for funding from excess Vision 2025 funds. Subsequently, the Owasso City Council approved Resolution 2015-08 recommending the proposed projects be submitted for Vision 2025 Excess Funds. In order to ensure full utilization of the excess funds, the projects identified were estimated to exceed funding through the Vision 2025 sales tax. Therefore, any additional funds required to complete the projects would be the responsibility of the City of Owasso. The list of recommended projects was approved by the Vision Authority.

Several projects are in progress, or have been completed. At this time, the design of the Festival Market Place is nearing completion.

FESTIVAL MARKET PLACE PROJECT:

April 5, 2016, GH2 of Tulsa was approved by the Owasso City Council for design services for the Festival Market Place project. The design is nearing completion. Upon completion of the design, staff will prepare bid documents for the construction of the project.

The Festival Market Place is proposed to be located adjacent to the Owasso Police Department at 111 N Main, directly to the South of the building. The design of the project includes eliminating the existing parking lot, and a redesign of the stormwater drainage in the project location to allow maximum use of the lot for the intended project.

The location selected for this project enhances the development of the Redbud District of downtown Owasso, serving as a location for outdoor events, and an attraction for residents and visitors to the district. Staff anticipates the site will be utilized by the Gathering on Main events, as well as the potential for Farmer's Markets, outdoor concerts and other events.

Available funding for this project through the Excess Vision Funds will be exhausted during the construction phase, and additional funds from the City will be required in order to complete the project.

CONCLUSION:

From the beginning of discussions regarding projects utilizing Excess Vision 2025 funds, it has been clear that at some point, the City would be required to invest additional funds to ensure the completion of several of the listed projects. In 2015, the Festival Market Place was considered by the Capital Improvement Committee as a project that would enhance the quality of life for residents and visitors to Owasso, and spur economic development in the newly established TIF district.

RECOMMENDATION:

Staff recommends approval to submit a recommendation to the Owasso City Council amending the Capital Improvement Project List to include the Festival Market Place.



TO: Capital Improvement Committee

FROM: Andrew Neyman
Information Systems Administrator

SUBJECT: Fiber Installation Owasso Police Department to Public Works

DATE: July 21, 2017

BACKGROUND:

Since the early 2000s, the City's Information Technology (IT) Department has focused on improving the interconnectivity of City facilities. This has mostly been achieved through point-to-point wireless communication; however, this method is not the most desirable for secure, high speed connectivity. That level of connectivity is most effectively accomplished by linking facilities via fiber. Previous fiber installations have focused on the facilities in near proximity to City Hall, due to the short distances, cost effectiveness, and the concentration of operations in the area. Currently, there are fiber connections from City Hall to Public Works, the Police Department, Fire Station #2, Wastewater Treatment facility, Support Services and Old Central. While this connectivity has been very beneficial in terms of deploying applications and resources across fiber, a fiber ring does not currently exist. A fiber ring provides connectivity to resources through alternate paths. The benefit of a fiber ring is that communications continue across the alternate path if there is a problem with one link, without disrupting the flow of information.

In recent years, the IT department has worked with the City's Public Works department to include conduit in street projects to allow for the future expansion of the City's fiber infrastructure. Several locations have, or will soon have conduit. The expansion of facilities, the need for greater bandwidth and security, and the growing utilization of network resources require the City to consider moving forward on completing a fiber ring in the downtown area, and a future buildout of fiber to more remote locations.

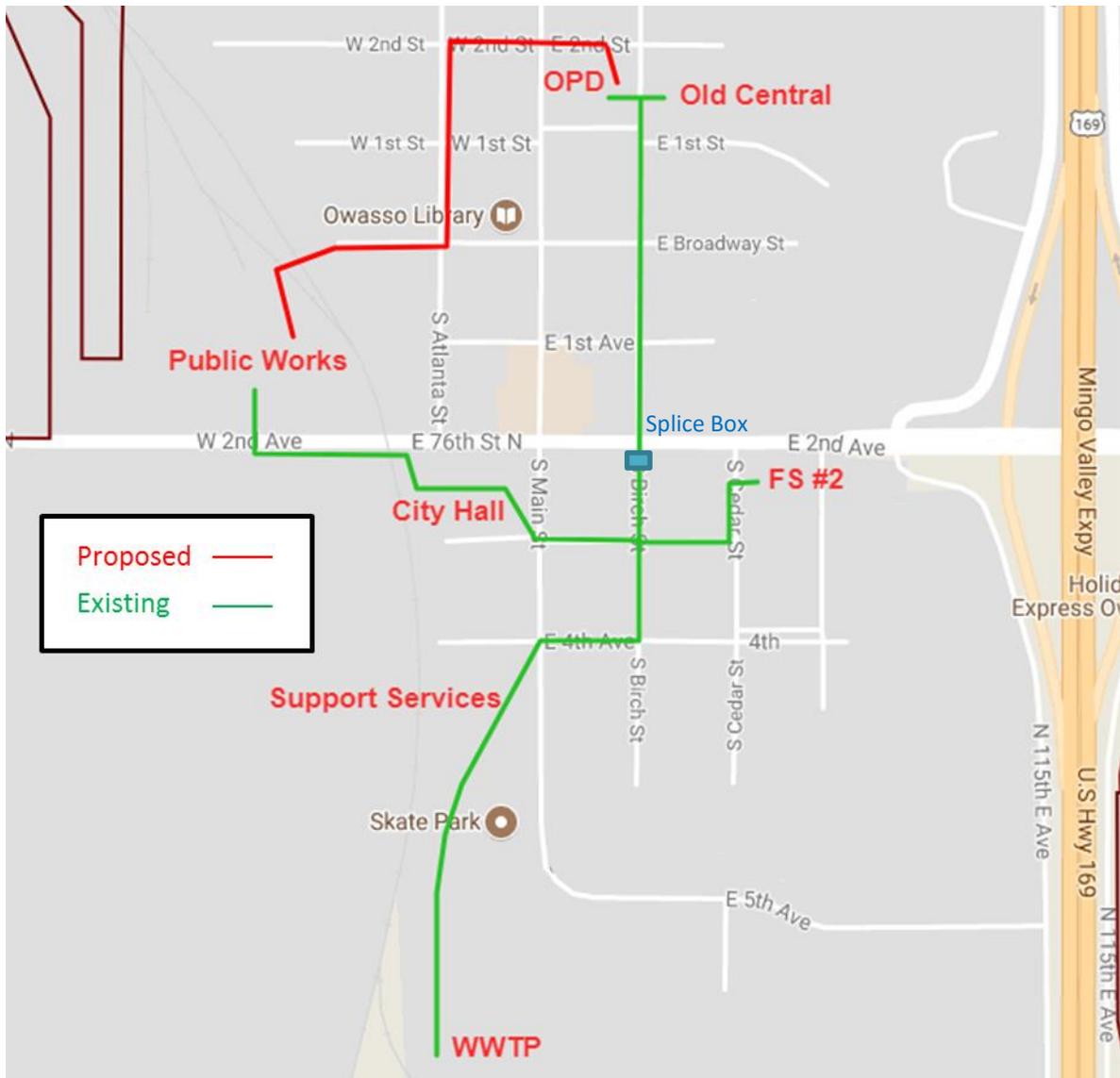
In addition to the utilization of current resources, the IT department has an eye on potential needs for SCADA, traffic signals, water meters, and other uses that could benefit from fiber infrastructure.

As part of a master plan for fiber, the IT department has identified three projects that will benefit the City as the need for secure, high speed data transmission increases.

- 1) Owasso Police Department to Public Works
- 2) City Hall to Fire Station #1, and Fire Station #4, with the option to include the Bailey Water Tower and the Radio Tower
- 3) Fire Station #4 to Fire Station #3, then returning to City Hall.

PROPOSED FIBER PROJECT:

The proposed project is a fiber link from the Owasso Police Department to the Public Works Facility. This will complete a fiber ring for the facilities in the downtown area, providing failover if one side of the link is damaged. The image identifies the recommended path for the installation. There are multiple factors that could impact the exact location of the fiber, such as the ability to bore or bury the fiber, any aerial resources that may be needed, and coordination with the railroad on requirements and a permit to cross the railroad tracks.



CONCLUSION:

The existing fiber infrastructure in the downtown area provides the ability to connect users in City facilities with applications, email, and phones, as well as the transmission of data for backup and restore functions in a secure, high-speed environment. The completion of a fiber ring would provide multiple paths to ensure continuity of operations, if one side of the link were to become unavailable. This is considered a best practice in fiber deployment.

RECOMMENDATION:

Staff recommends approval to submit a recommendation to the Owasso City Council amending the Capital Improvement Project List to include Fiber Installation Owasso Police Department to Public Works.