

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: October 23, 2015
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- BAPD Calls for Service Report – September 2015
- Utilities Department Monthly Report – September 2015
- General Services Monthly Report – September 2015
- Annual Free Dump Day – Post Event Report

2. GENERAL CORRESPONDENCE / NOTIFICATION

- N/A

3. SPECIAL EVENTS / ACTIVITIES

- Blitz United Fall Invitational Soccer Tournament – October 23-26, 2015
- Lt. Governor's Travel & Tourism Summit – October 26, 2015

Respectfully submitted,



Michael L. Spurgeon

jmh
Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



To: Michael Spurgeon, City Manager

From: Brandon C. Berryhill, Deputy Chief of Police *BCB 10/22/15*

Date: October 22, 2015

Re: **Calls for Service**

Attached please find:

- BAPD Calls for Service Report – September, 2015

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Attachment



Broken Arrow Police Department September 2015 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
1st Shift (10pm - 8am)*						
Beat 1	20	5	208	39	83	0
Beat 2	12	10	223	48	378	0
Beat 3	10	1	61	36	62	9
Beat 4	13	7	144	32	92	0
Beat 5	2	5	38	15	28	1
Beat 6	5	3	29	10	51	0
Beat 7	21	7	97	31	62	0
Beat 8	4	0	27	8	40	2
Other	0	0	12	6	18	0
	87	38	839	225	814	12
1st Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:04	0:00:55	0:02:41	0:04:05	0:07:31	1:32:35
Dispatch to Arrival	0:04:30	0:05:18	0:06:40	0:09:04	0:07:25	0:23:28
Call Start to Arrival (9/2015)	0:05:35	0:06:16	0:09:33	0:13:14	0:15:03	1:56:03
Call Start to Arrival (9/2014)	0:05:49	0:05:13	0:10:34	0:11:51	0:14:15	0:25:41
1st Shift Sept. Total Calls		2028	(1140 were self-initiated calls)			
2nd Shift (7am - 5pm)*						
Beat 1	18	17	335	112	123	8
Beat 2	13	15	417	235	668	13
Beat 3	14	1	85	62	134	99
Beat 4	16	12	202	100	228	21
Beat 5	4	3	73	33	48	5
Beat 6	3	1	48	32	114	8
Beat 7	20	10	183	116	82	23
Beat 8	7	1	55	30	64	13
Other	2	0	15	3	42	1
	97	60	1413	723	1503	191
2nd Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:15	0:01:55	0:03:40	0:10:31	0:11:57	0:25:57
Dispatch to Arrival	0:05:56	0:05:29	0:08:33	0:12:48	0:08:55	0:18:43
Call Start to Arrival (9/2015)	0:07:12	0:07:32	0:12:31	0:23:25	0:20:36	0:42:03
Call Start to Arrival (9/2014)	0:07:53	0:06:30	0:14:49	0:19:32	0:13:02	1:04:05
2nd Shift Sept. Total Calls		4020	(2186 were self-initiated calls)			

* There is some overlap in reponse numbers because all three shifts overlap.

*Total call and self-initiated call amounts include priority 7 calls.



Broken Arrow Police Department September 2015 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
3rd Shift (3pm - 1am)*						
Beat 1	23	15	344	117	123	2
Beat 2	20	17	373	164	598	4
Beat 3	19	3	102	71	77	15
Beat 4	27	14	248	93	174	5
Beat 5	12	4	83	28	38	1
Beat 6	10	4	42	24	57	2
Beat 7	38	15	184	114	122	8
Beat 8	12	6	56	29	34	4
Other	1	0	12	10	43	0
	162	78	1444	650	1266	41
3rd Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:25	0:01:47	0:08:14	0:17:58	0:15:36	0:15:27
Dispatch to Arrival	0:05:02	0:05:33	0:07:49	0:08:08	0:07:38	0:17:21
Call Start to Arrival (9/2015)	0:06:30	0:07:25	0:16:29	0:26:17	0:23:03	0:33:22
Call Start to Arrival (9/2014)	0:06:57	0:06:31	0:16:45	0:19:07	0:20:31	0:34:24
3rd Shift Sept. Total Calls	3704		(1779 were self-initiated calls)			

Definitions

- Priority 1 =** Crimes in progress involving life threatening circumstances and situations that produce or are likely to produce serious bodily injury or death to any person.

- Priority 2 =** Crimes in progress or that have just occurred, incidents in progress that present the potential for injury or property damage/loss, situations where the suspect is still at the scene or in the area and will elude apprehension or create the potential for injury or property damage if the police do not arrive rapidly, incidents where an officer is needed to secure a scene or witnesses, and incidents where there is a need for crowd control or traffic control which, if not done immediately, would create the imminent potential for injury or property damage/loss.


- Priority 3 =** Crimes against people that are misdemeanors in progress or that have just occurred, reports of recent felony crimes, suspicious circumstances with no threat of injury, and incidents that do not require an officer immediately, but need investigation, mediation, or intervention.

- Priority 4 =** Property or service related calls for an officer to respond that cannot be handled by telephone, misdemeanor reports when caller demands officer or when an officer needs to investigate the scene or interview witnesses, and requests for officers that do not require a quick response.

- Priority 5 =** Primarily Officer initiated calls or ten codes used for in-house purposes.

* There is some overlap in reponse numbers because all three shifts overlap.
 *Total call and self-initiated call amounts include priority 7 calls.

INTEROFFICE MEMO

To: Michael Spurgeon, City Manager
From: Anthony Daniel, Utilities Director 
Date: October 23, 2015
Re: Utilities Department Monthly Report – September 2015

	September 2015	September 2014
Water Purchased and Distributed		
Water Purchased from Tulsa	0 MG	0 MG
Water – Produced	420.0 MG	399 MG
 Wastewater Treated		
Lynn Lane Plant	109.5 MG	115.3 MG
Haikey Creek Plant (BA)	140.6 MG	132.3 MG
Haikey Creek Plant (Tulsa)	174.8 MG	163.6 MG

**Wastewater Treatment Flow Report
David Handy**

	Sept/2015	Sept/2014	
Lynn Lane Wastewater Treatment Plant (Includes Tulsa TB04 & TB05)	109.5 MG	115.3 MG	-5.8 MG
Haikey Creek Treatment Plant (Broken Arrow)	140.6 MG	132.3 MG	8.3 MG
Haikey Creek Treatment Plant (Tulsa)	174.8 MG	163.6 MG	11.2 MG
Broken Arrow → Tulsa Northside (BT01)	7.8 MG	3.3 MG	4.5 MG
Tulsa → Lynn Lane Wastewater Treatment Plant (TB04)	4.6 MG	3.7 MG	0.9 MG
Tulsa → Lynn Lane Wastewater Treatment Plant (TB05)	5.6 MG	5.07 MG	0.6 MG

Pump Stations Equipment Maintenance Summary

1. Greens Lift Station - rebuilt rotating assembly Pump #3; Had a broken shaft.
2. Greens Lift Station - put new seal in rotating assembly Pump #1; previous seal failed.
3. Westwind Lift Station - new motor starter Pump #2; previous coil had failed and contacts melted.
4. Adams Creek Northwest Lift Station- installed (5) new TEFC motors and installed new wiring connections.
5. Adams Creek Northwest Lift Station- installed new transducer.
6. Old Adams Creek Lift Station - instrumentation gauges installed on Pump #1 and Pump #2 lines.
7. Old Adams Creek Lift Station - called C & B Equipment and advised on cavitation issues. Advised to slow down discharge pump and speed up suction pump; record amp draws. Installed sheaves to accomplish this task. Results were slightly improved but drew too high of amp draw on suction

pump. Changed pumps back to original sheaves. Total dynamic head has changed since 2005 design (190 ft.). Current total dynamic head on Pump #1 line (231 ft.); Pump #2 line (259 ft.)

8. Indian Springs Lift Station - rebuilt rotating assembly, installed new back cover plate and new wear plate Pump #2.
9. Oneta Road/71st. Lift Station - repaired temporary discharge hose with (2) hose barbs and 90° Elb.
10. Old Adams Creek Lift Station - grout holes around suction piping of both pump lines.
11. Old Adams Creek Lift Station - installed new heater and louver actuator.
12. Adams Creek Northwest - Tri-State Industrial installed new variable frequency drive for Pump #1B and installed a new timer relay.

LLWWTF Maintenance Summary

1. Flow Equalization Basin - scheduled installation of 6" pump and variable frequency drive.
2. Headworks - north barscreen rebuilt and back in channel.
3. Lab instrumentation and Flow meter calibration (Influent and Effluent).
4. Headworks - pH meter calibrated
5. Chlorine Disinfection - regulator #1 rebuilt with new parts and o-rings; gas leaking out vent.
6. Headworks - new chain link added to north barscreen.
7. Blower Building - replace new blown fuse in Supervisory Control And Data Acquisition panel.
8. Sludge Transport Building - replace blown fuse in auger control panel.
9. Chlorine Disinfection - chlorine regulators, sodium bisulfite pumps and chlorine analyzer shut down for winter.
10. Blower Building - new belts installed on Blower #5.
11. Beltpress Building - repaired torn seam on beltpress.
12. Thickeners - repaired weir plate on south thickener.
13. Beltpress Building - repaired pinion gear on south polymer tank mixer.

Lynn Lane and Haikey Creek WWTP Industrial Pretreatment Program Summary Lauren Wilson

1. City Staff met with Broken Arrow Public Schools to finalize details for Fats, Oil, & Grease Program decorating contest with Broken Arrow 2nd graders. Contest will precede Thanksgiving Holiday.
2. City staff inspected the following facilities:

Inspected new grease abatement equipment, spoke to manager about maintenance plan.

- Bamboo Garden
- Papa John's

Inspected manifests for grease interceptor maintenance, discussed best management practices.

- Dickey's Barbeque
- Charlie's Chicken
- McAlister's
- Mazzio's
- Little Caesar's
- Shanghai Avenue
- Taco Bell

3. City staff sampled the following facilities:

- Blue Bell Creameries: City staff collected monthly analysis for BOD, TSS, and Oil & Grease during this period.

4. The following reports/ certifications were received and reviewed in the month of September:

- Blue Bell compliance monitoring report and laboratory analysis
- Unifirst compliance monitoring report and laboratory analysis
- Republic Services/Broken Arrow Landfill Permit Application
- Republic Services/Broken Arrow Landfill monitoring report and laboratory analysis
- Subway 71st & Elm compliance plan

5. Calculated Blue Bell (\$63,706.10) and Unifirst (\$4,464.60) surcharges for the month of September. These surcharges have not yet been submitted.

UTILITIES DISTRIBUTION/COLLECTIONS MAINTENANCE SUMMARY

WATER DISTRIBUTION – Jerry Hanwinkel

1. Repaired 3 main line breaks and replaced 5 tapping saddles.
2. Repaired 17 fire hydrants
3. Replaced 1 fire hydrant at Hickory Hills
4. Painted 179 fire hydrants
5. Responded to 64 meter leaks
6. Replaced 84 meters.
7. Repaired or Replaced 57 meter and valve boxes.
8. Replaced 16 Curb Stops.
9. Repaired 4 line crossings and replaced 1 road crossing.
10. Cleaned up 17 yards
11. Responded to 470 Call Okie Line Locates
12. Replaced 1 distribution main valve

SEWER COLLECTION- Olen Bailey

1. Service requests calls 13
2. Sewer line blockages 9

3. Lift station repairs 20
4. Manholes repaired 5
5. Sewer line cleaned 3765 ft.
6. Sewer line replaced 4 ft.
7. Line locates done 44
8. Sewer line rip-rap across creek 10 ft.
9. Mowing and weed eating at pump stations
10. Stand-by and night crew 7 calls received

METER READING – Derriel Bynum

1. Replaced Meters-13
2. Replaced Meter Boxes-2
3. Door Hangers for bad checks-58
4. Turn Ons-271
5. Turn Offs-356
6. New /Accounts-494
7. Finals-518
8. Pulled Meters-5
9. Resident Checks-13
10. Bad (Master) AMR Register-50
11. Read 36,918 Meters for the month
12. Construction Meter Set-8

UTILITIES CONSTRUCTION – Tommy Kimbrough

Project Kirk W/L 1303 – Installed 973’ of 24” C-905 Water line with:

- 7 Taps
 - 2 Fire Hydrants
 - 2 - 6” flange x MJ Valves
 - 2 – 24”x6” Flange x MJ tee
- OOWA Line Locates Pryor, 36” water line 19 locates done

WATER QUALITY- Diana Flora

1. Flushed dead end water lines (34 total) additional flushing done due to distribution system issues.
2. 4 new dead end lines added to the flushing list.
3. Tested chlorine levels near auto flushers to verify all working (16 total)
4. 12 dirty water calls, 186,250 gallons of water flushed.
5. 100 Bac-T samples, 2 chlorine (am/pm) daily
6. Total gallons flushed to improve water quality in September were 3,220,540 gallons.

VERDIGRIS WTP – Jimmy Helms

1. Drained and cleaned pretreatment train #3
2. Drained pretreatment train #1 and replaced drive cables on sludge system
3. Replaced pressure gage on sodium permanganate feed panel
4. Calibrated reverse flush tank valve positioner
5. Replaced GFI receptacle in liquid ammonium sulfate vault #2
6. Flushed NaOH feed lines
7. Assisted Bauman Instruments to troubleshoot telemetry issue. (bad radio)
8. Cleared clog in brine line going to the softeners
9. Replaced ruptured air seals on valve 1018 on membrane rack #8

10. Cleaned and calibrated settled water turbidimeter
11. Assisted HDR with jar testing for coagulant analysis
12. Replaced transducer at Tiger Hill water towers
13. Replaced HMI screen on surge tank system
14. Replaced motor and fan on blower aftercooler B
15. Replaced drive belt on lab vent fan
16. Replaced automatic drain valve on air compressors
17. Replaced rotameter with a diaphragm valve on settled water turbidimeter to reduce clogging
18. Replaced encoder on sludge drive system on pretreatment train #2
19. Partially cleaned sludge lagoon #2
20. Long Term Two Enhanced Surface Water Treatment Rule plan has been complete and submitted to DEQ
21. Replaced sump pump in CIP acid containment area

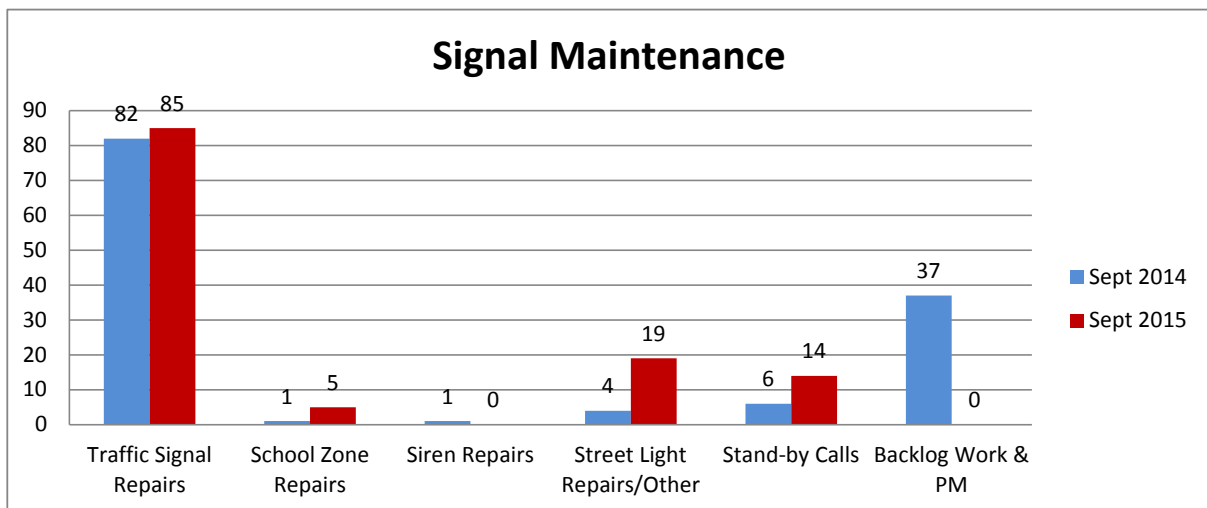
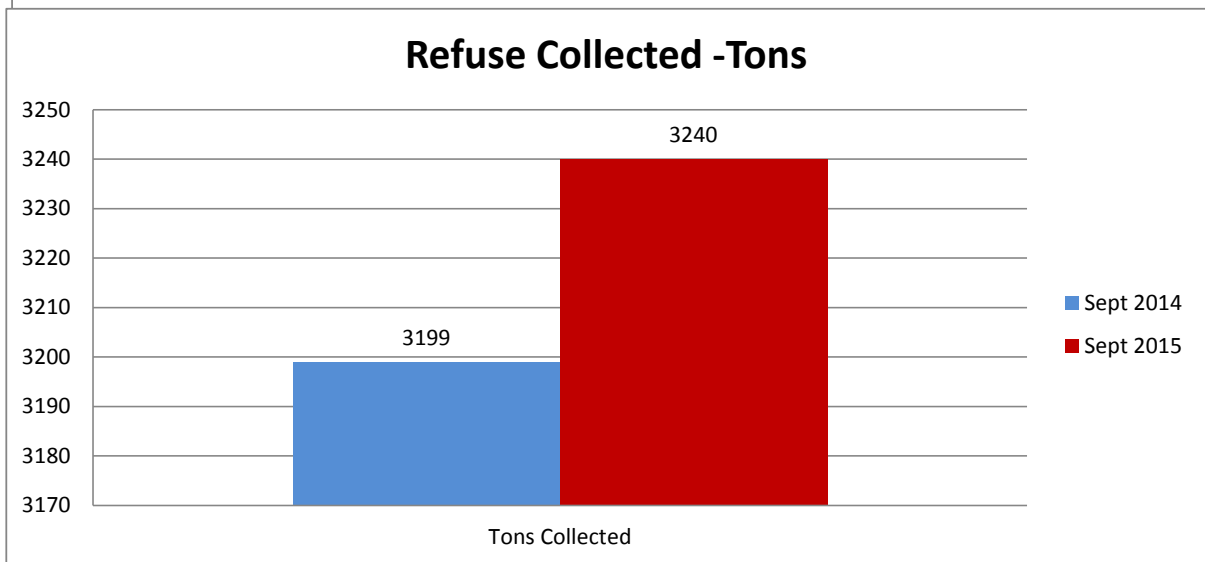
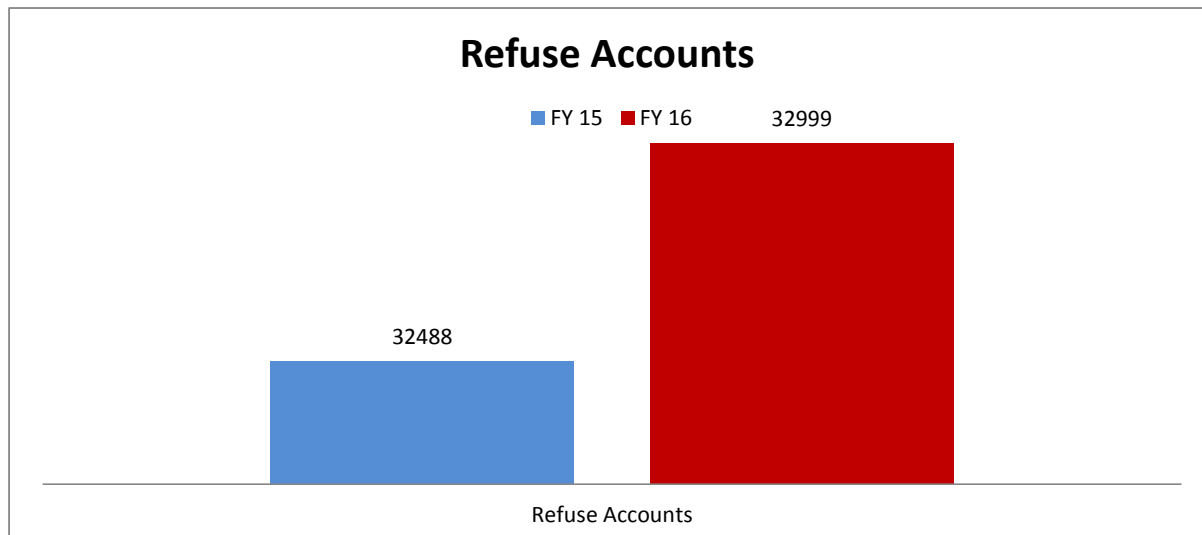
Accomplishments:

1. The water plant has been participating in PSO's Peak Performers Program. For the month of July our average reduction for the two events that the water plant participated in was 623 kw. The estimated payment for our participation in the two events is \$19,959.93.
2. Jimmy Helms and Justin Prock conducted a DEQ approved class D and C water operator class at the water plant. Nine city employees attended. The average score for the class was 85%.

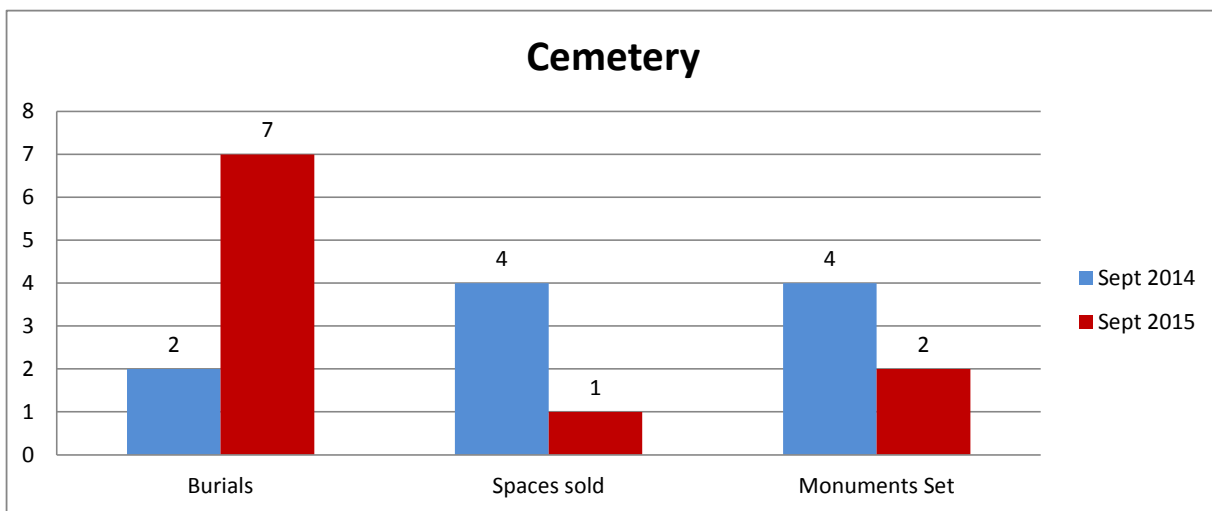
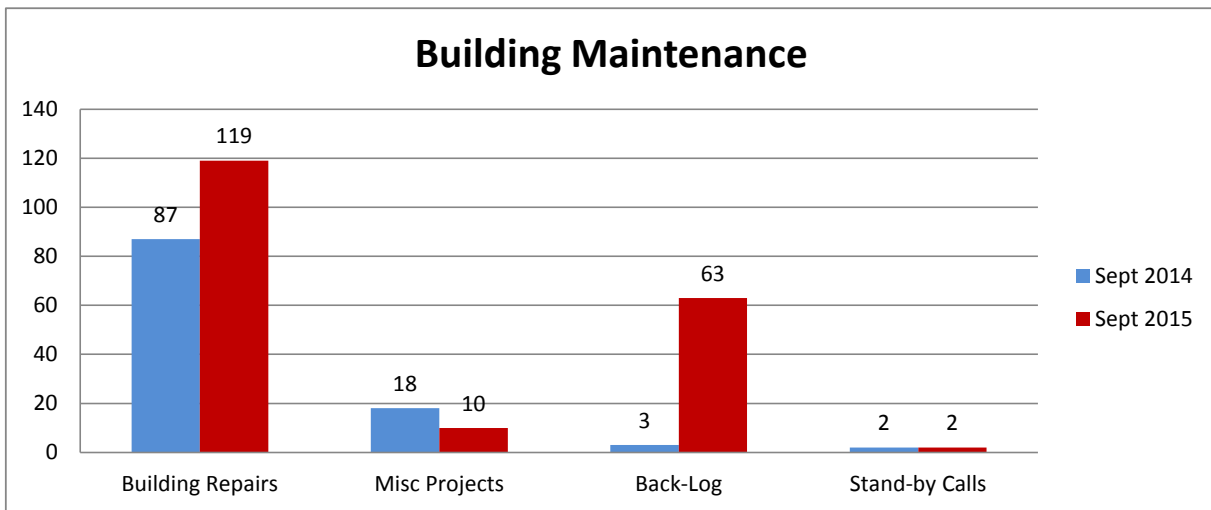
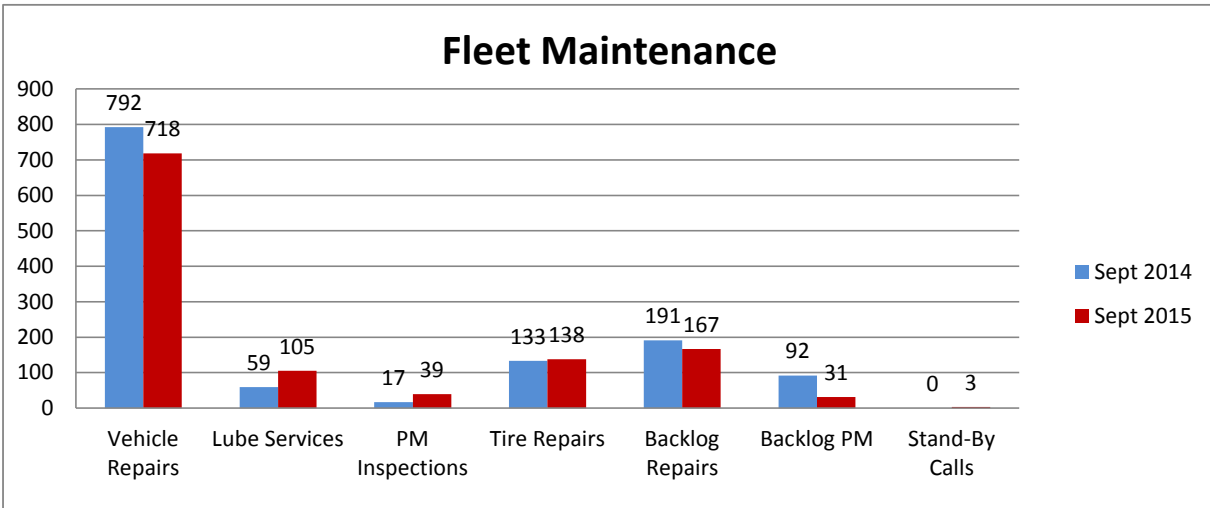
DIRECTORS REPORT – Anthony Daniel

1. Attended the monthly RMUA Operations Committee meeting at Haikey Creek WWTP.
2. Attended the quarterly RMUA Board meeting at Tulsa.
3. Participated in the selection of engineers for the design of several OWRB funded water and sewer improvement projects.
4. Attended the Smart Water Summit at Palm Springs, CA that focused on AMR & AMI meter reading.
5. Attended the Arc Flash study findings meeting on the improvements needed for electrical equipment at Haikey Creek facilities. Study was done by B & V consultants.
6. Attended the city schools operational quarterly meeting.

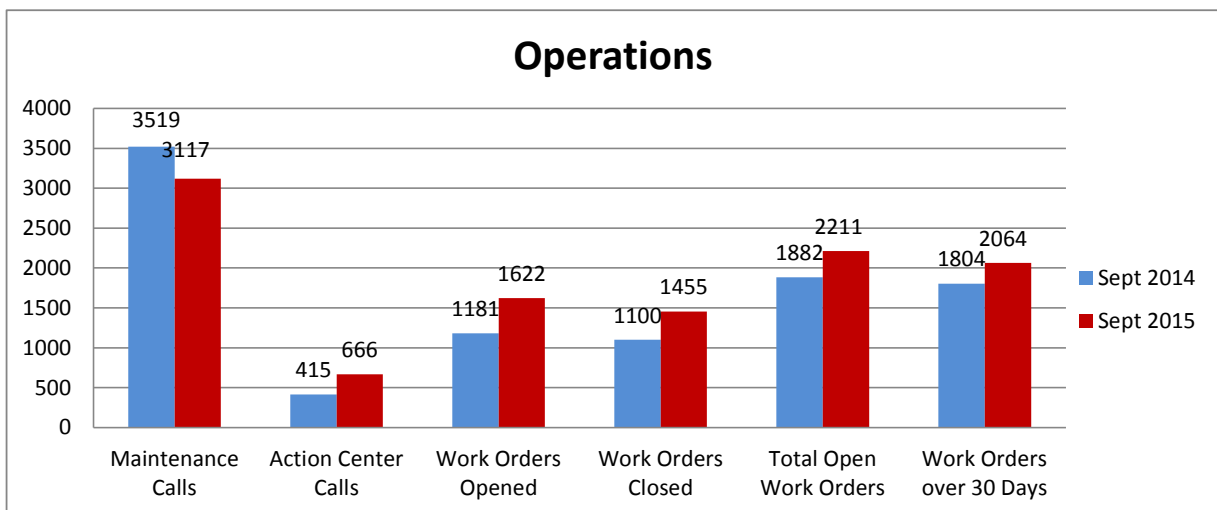
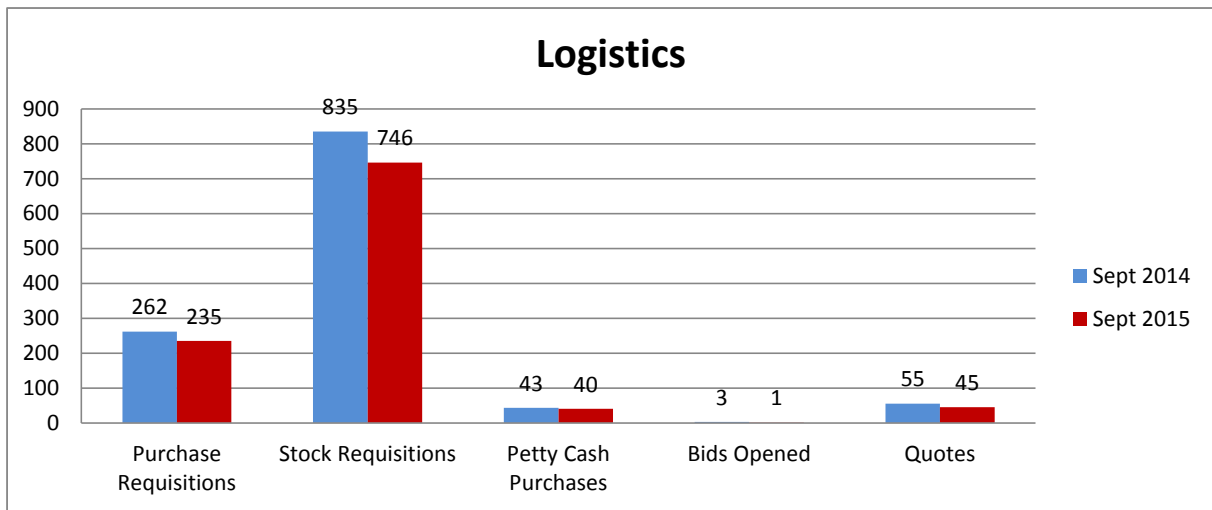
General Services Monthly Report September 2015



General Services Monthly Report September 2015



General Services Monthly Report September 2015



INTEROFFICE MEMO

To: Jeff Jenkins, Assistant City Manager

From: Lee Zirk, General Services Director

Date: October 21, 2015

Re: Free Dump Day, Fall 2015

The following details the data of the 2015 Fall Free Dump Day event:

General	Fall 2015	Fall 2014	Fall 2013	Fall 2012	Fall 2011
Date:	10-17-15	10-17-14	10-12-13	10-13-12	10-15-11
Location:	Landfill	Landfill	Landfill	Landfill	Landfill
Vans/Cars	33	15	18	5	12
Pickups	366	173	178	42	126
Trailers	141	60	49	17	45
Vehicle count:	540**	248*	245	64	183
Man Hours Worked:	38	55	44	44	44
Costs:					
Tipping Fees:	\$9,355.00	\$4,245.00	\$ 4,075.00	\$1,105.00	\$3,145.00

**Of the 540 visits to the landfill, 111 visits or 20.5%, did not subscribe to Broken Arrow refuse service or did not subscribe to any Broken Arrow services at all.
73 visits where by residents that did not use any BA utilities
38 visits where by residents that had some or all BA utilities but no refuse

*Of the 248 visits to the landfill, 51 visits or 20.5 %, did not subscribe to Broken Arrow refuse service or did not subscribe to any Broken Arrow services at all.
20 visits where by residents that did not use any BA utilities
31 visits where by residents that had BA utilities but no refuse service

The original intent of Free Dump Days was to provide a means for Broken Arrow Residents to clean up their properties and dispose of those items free of charge. At that time it may or may not have been contemplated that this service would be used residents of Broken Arrow that did not subscribe to our refuse service or in outlying areas that receive no City services. The cost of this service is paid from the Sanitation Division operational budget.

3. SPECIAL EVENTS / ACTIVITIES



Parks & Recreation Event Report

Event/Program: Blitz United Fall Invitational Soccer Tournament Date: Oct. 23rd -25th

DETAILS			
<i>Location</i>	Indian Springs Sports Complex, 1400 W. Shreveport	<i>Attendance</i>	Forecasted 6,000+ people
<i>Event Organizer</i>	Blitz United Soccer Club	<i>How long has the event been going?</i>	8 years
DESCRIPTION			
<ul style="list-style-type: none"> • 266 teams will be participating in the tournament. • 140 teams from outside the Tulsa Metro area. • 65 teams from outside the state of Oklahoma. • A total of 445 games will be played between both sites. Additional site is the Bixby Soccer Complex. • 341 games will be played at Indian Springs Sports Complex, which is 77% of the total games. • 31 hotels are being offered as official hospitality sites. Five of which are in Broken Arrow. • The Successful Sporting Events Company is the official hospitality service organization for the tournament. 			
TYPE OF PROMOTIONS USED			
<ul style="list-style-type: none"> • All promotions have been conducted by Blitz United Soccer Club. 			
NOTES			
<p>Our goals:</p> <ul style="list-style-type: none"> • To bring positive awareness of Broken Arrow’s facilities and amenities. • To increase sales tax revenue for the City of Broken Arrow. • 			

Links:

<http://www.blitzunited.org/page/show/844701-blitz-fall-invitational>

To: Michael Spurgeon, City Manager
From: Lori Hill
CC: Scott Esmond and Jeff Jenkins
Date: October 22, 2015
Re: Notes to Council – Lt. Governor’s Travel and Tourism Summit

Please find below, information regarding the upcoming Lt. Governor’s Travel and Tourism Summit hosted by VisitTulsa. Norman Stephens and I will be in attendance at the summit in Tulsa, October 26, 2015. The topic of the education workshop for this summit will be a focus on tourism improvement districts.

Education Workshop, presented by John Lambeth

More than 120 destinations throughout the U.S. have generated new marketing dollars with Tourism Improvement Districts (TIDs). TIDs are an increasingly popular financing mechanism for destination marketing. This session will provide information on the development and proliferation of TIDS, case studies, and TID return on investment. John will discuss the transformational results from bureaus across the United States, and share innovative programming implemented as a direct result of increased funding from a TID.

John Lambeth - Founder/President, Civitas

John Lambeth, Civitas’ Founder & President, specializes in developing unique funding strategies for tourism and travel promotion. He has 20+ years’ experience working with destination marking organizations and state travel offices. He has assisted with formation and renewal of 125+ improvement districts, including 70+ tourism districts. He was instrumental in formation of the first tourism districts in Oregon, Kansas, and Tennessee. He is the expert in all aspects of tourism district creation, including: adopting enabling legislation, building support among businesses and electeds, and guiding the formation process. He has written legislation for several states, and assisted with legislation in El Salvador and Brazil.

He is a frequent speaker on tourism districts who has presented at conferences hosted by Visit England’s Economic Forum, Maringa, Brazil’s Symposium, ISHAE, DMAI, CalTravel, US Travel and at the Association of Town & City Management’s conference in Ballymena, Ireland. John is the 2014 recipient of the Cal Travel Promotion and Advancement of Tourism Award.