

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: December 18, 2015
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- General Services Department Monthly Report – November 2015
- Fire Department Monthly Report – November 2015
- Development Services Memo – United Way Follow-Up Report
- Tulsa's Future – Regional Economic Development Activity Update – November 2015

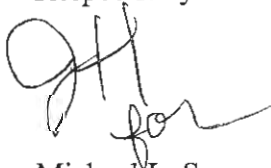
2. GENERAL CORRESPONDENCE / NOTIFICATION

- Press Release – Mayor Thurmond Elected to NLC Board of Directors
- Press Release – Tourism Director Receives Nonprofit Program
- Cox Communication Notice – Channel Changes

3. SPECIAL EVENTS / ACTIVITIES

- Event Notice – Pizza with Santa
- Event Follow-Up Report – Ruts N Guts

Respectfully submitted,



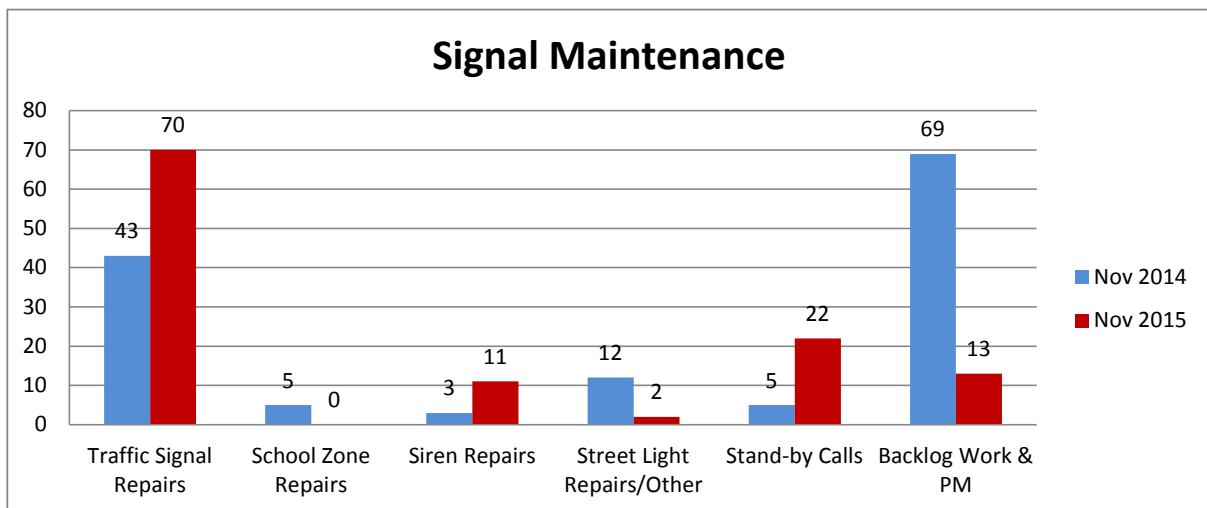
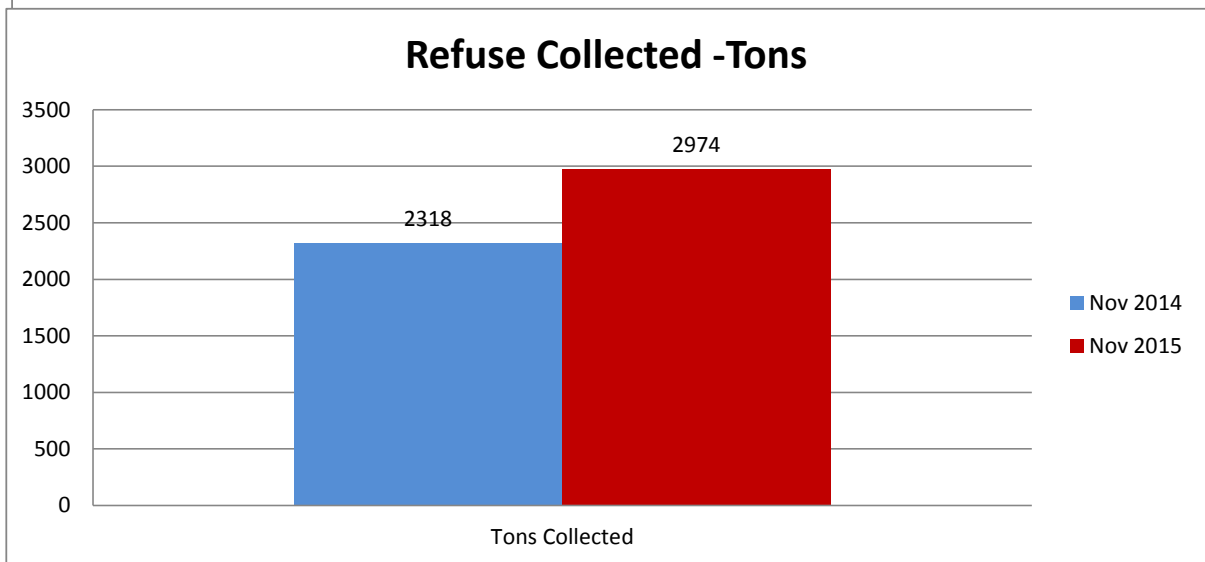
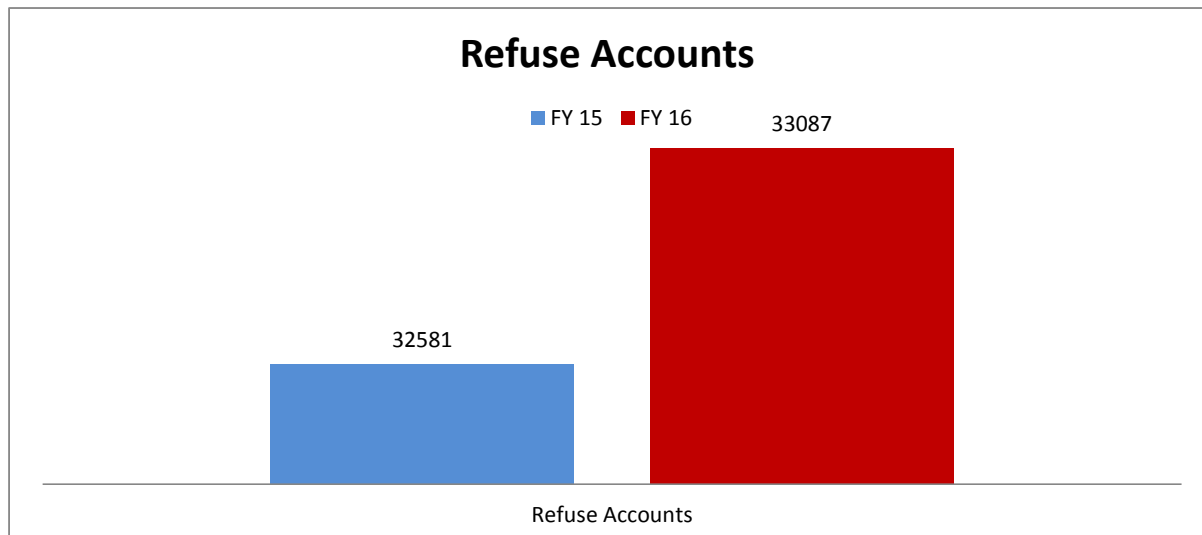
Michael L. Spurgeon

jmh
Attachments

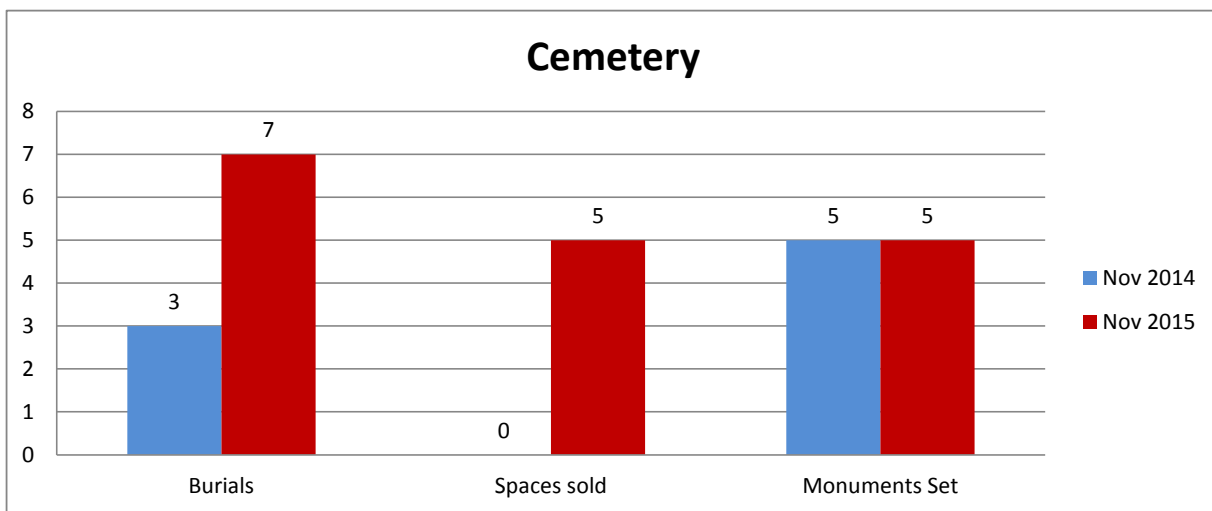
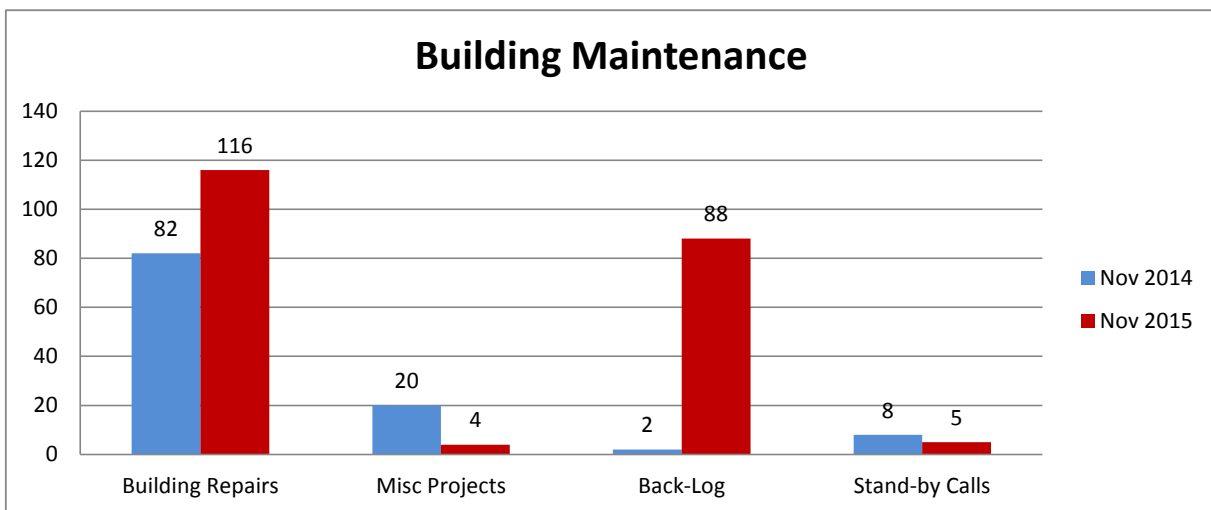
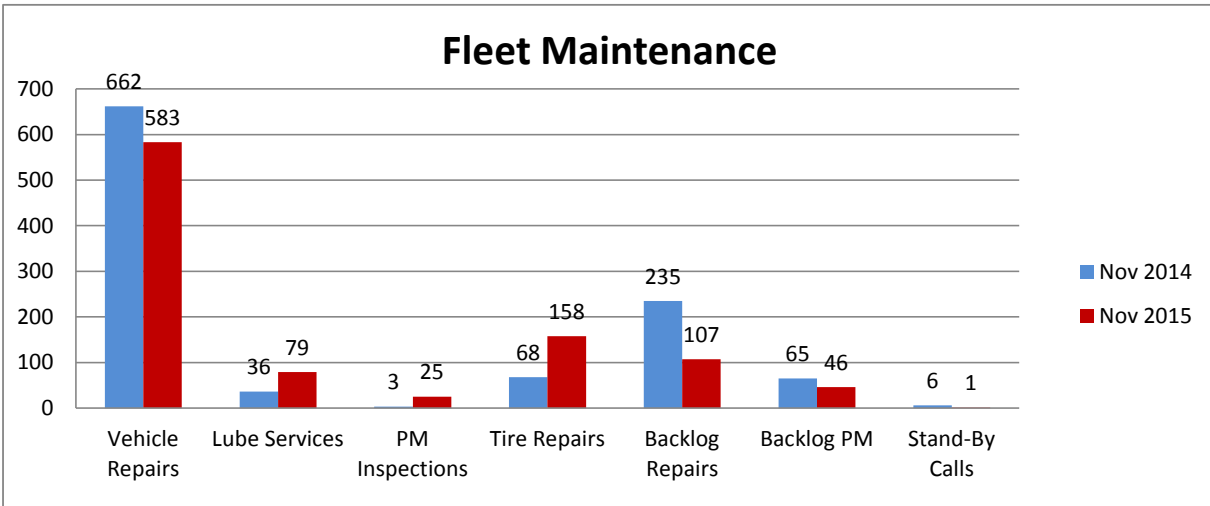
1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



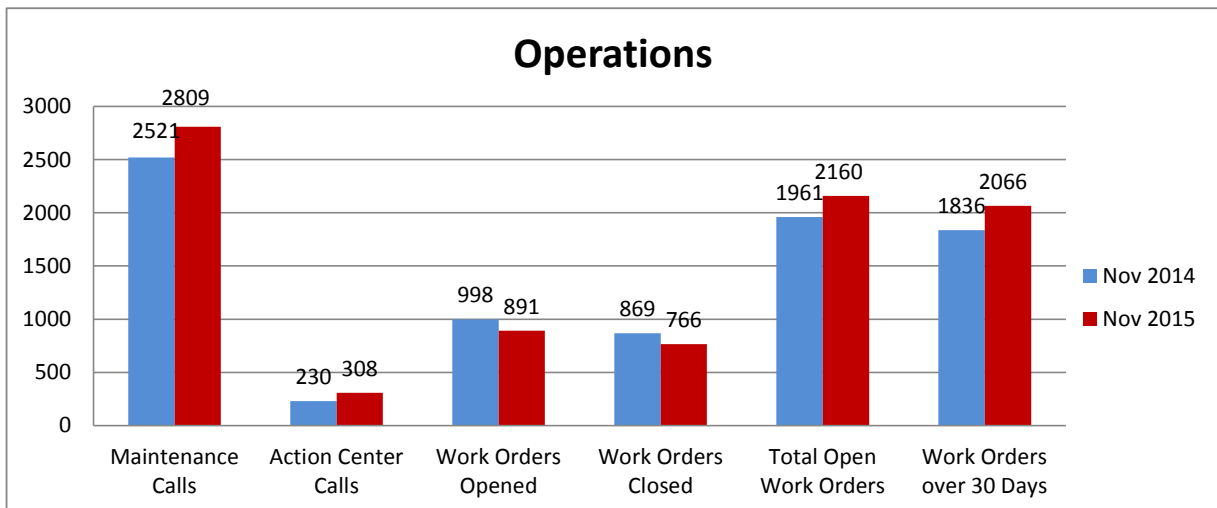
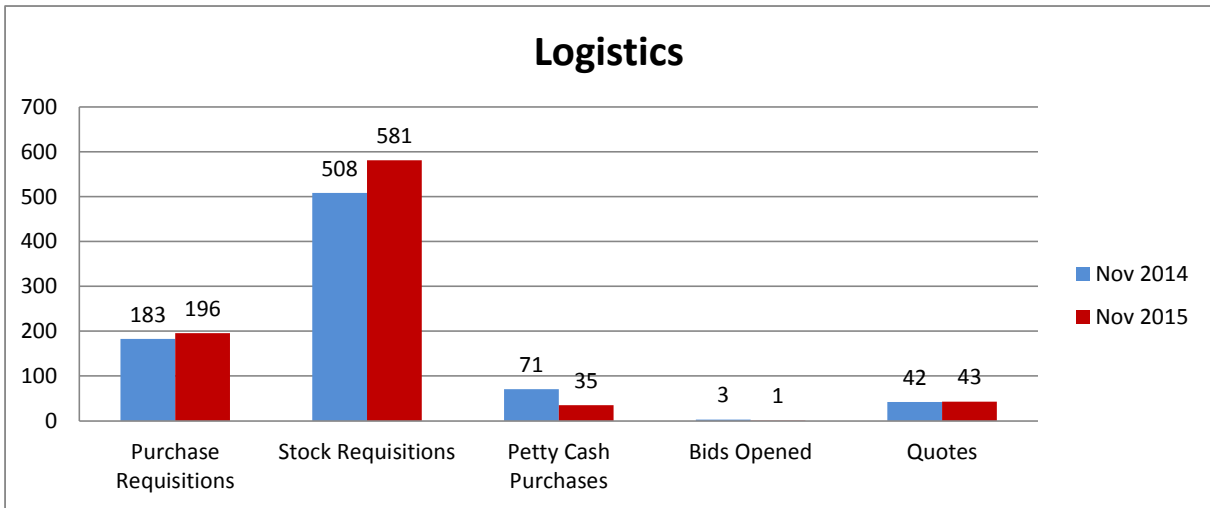
General Services Monthly Report November 2015



General Services Monthly Report November 2015



General Services Monthly Report November 2015



INTEROFFICE MEMO

Broken Arrow Fire Department

To: Michael Spurgeon, City Manager
From: Office of the Fire Chief
Date: December 17, 2015
Re: November 2015 Monthly Report

Please see the attached reports detailing:

EMS Responses
Fire Responses
Fire Prevention Inspections
Fire Investigations
Fire & EMS Overview
Monthly Incident Summary Report



Broken Arrow Fire Department Monthly Report
November 2015

Page 1 of 4

	<u>This Fiscal Year</u>	<u>Last Fiscal Year</u>	<u>Percentage Change</u>
EMS Responses	641	618	3.72%
Fire Responses	198	203	2.46%
Fire Prevention Inspections	53	44	20.45%
Fire Investigations	04	07	42.85%
Total Training Hours	9,070	14,289	36.52%



Broken Arrow Fire Department Monthly Report
November 2015

	Station	Assist Other Stations	Assist EMS	
District 1	46	14	87	This Month
	194	78	487	Total Fiscal Year
District 2	44	10	76	This Month
	254	55	425	Total Fiscal Year
District 3	24	10	36	This Month
	110	38	170	Total Fiscal Year
District 4	34	05	40	This Month
	141	30	221	Total Fiscal Year
District 5	53	06	78	This Month
	236	58	432	Total Fiscal Year
District 6	30	15	85	This Month
	170	48	398	Total Fiscal Year
Total	225	60	402	This Month
	1105	307	2134	Total Fiscal Year
	7.5	2.0	13.4	Total Number Runs per Day



Broken Arrow Fire Department Monthly Report
November 2015

Fire Suppression Average Response Times

	This Month	Same Month Last F/Y		Total This F/Y	Total Last F/Y
Station #1 Eng 1	3:38	4:42	4	4:23	4:28
Station #2 Eng 2	4:02	4:44		4:22	4:43
Station #3 Eng 3	5:00	5:00		4:42	4:39
Station #4 Eng 4	6:41	6:15		6:02	6:07
Station #5 Eng 5	4:26	4:26		4:38	4:02
Station #6 Eng 6	5:17	5:26		4:58	5:08
Total Average	4:50	5:05		4:49	4:52

BAFD Bench Mark Average Time - 1st in Engine 5:00, 2nd in Engine 7:00

EMERGENCY MEDICAL SERVICES

EMS Unit Run Destinations

Saint Francis - Tulsa	130	Hillcrest MC South	42
Saint Franics South	90	Hillcrest MC Tulsa	20
Saint John MC - Tulsa	83	OSU Medical Center	3
Saint John MC -BA	64		



Broken Arrow Fire Department Monthly Report
November 2015

EMS Runs by Type

	This Month	Same Month Last F/Y	Total This F/Y	Total Last F/Y
Numbers of Runs	641	618	3361	3314
Transports	438	448	2371	2343
Persons Treated	452	470	2464	2466
Cancelled En-route	21	14	88	101
EMS Suppression	140	129	637	608

EMS Average Response Times

	This Month	Same Month Last F/Y	Total This F/Y	Total Last F/Y
Station #1 Sq-1	4:15	3:56	4:43	3:58
Station #2 Sq-2	4:36	4:37	4:43	4:38
Station #3 Sq-3	4:35	4:11	4:27	4:20
Station #4 Sq-4	5:38	5:11	5:34	5:18
Station #5 Sq-5	4:03	3:45	4:08	4:03
Station #6 Sq-6	5:06	4:37	4:45	4:36
Total Average	4:42	4:23	4:43	4:29

BAFD Bench Mark Average Time 5:00

General information:

Total number of calls	Fire - 198	EMS - 584	Exposures - 0	Unknown - 0	All - 782
Average calls per day	Fire - 6.60	EMS - 19.46	All - 26.06		
Total number of arson calls	0				
Estimated dollar loss	Fire - 81,229	Other - 30,000	All - 111,229	Arson - 0	
Estimated value	Fire - 2,883,616	Other - 360,000	All - 3,243,616	Arson - 0	
Percentage saved	Fire - 97.18%	Other - 91.66%	All - 96.57%	Arson - .00%	
Total injuries	Fire service - 0	Civilian fire - 0	EMS - 0	Arson - 0	
Total fatalities	Fire service - 0	Civilian fire - 0		Arson - 0	
Total apparatus responses	Emergency - 1,448	Non-emergency - 214	All - 1,662		
Average responses per day	Emergency - 48.26	Non-emergency - 7.13	All - 55.40		
Average apparatus per call	Fire - 2.81	EMS - 1.87	All - 2.12		
Average turnout time	Emergency - 0:00:48	Non-emergency - 0:00:45	All - 0:00:47		
Average response time	Emergency - 0:05:28	Non-emergency - 0:05:12	All - 0:05:27		
Average contain time	Emergency - 0:26:58	Non-emergency - 0:00:00	All - 0:26:58		
Average total time	Emergency - 1:00:34	Non-emergency - 0:20:27	All - 0:56:12		
Total man hours	Fire - 351	EMS - 1,798	All - 2,149		
Average personnel per call	Fire - 6.34	EMS - 4.53	All - 4.99		
Total aid given calls	10				
Total aid received calls	0				

Total calls by incident group:	Count	Average response time	Aid given	Exposures
100-173 Fire	25	0:06:51	2	0
200-251 Overpressure rupture, explosion, overheat - no fire	1	0:08:31	1	0
300-381 Rescue and emergency medical service incidents	584	0:05:23	4	0
400-482 Hazardous conditions (no fire)	19	0:05:44	1	0
500-571 Service call	52	0:05:33	0	0
600-672 Good intent call	47	0:01:55	2	0
700-751 and 7009 False alarm and false call	53	0:05:15	1	0
900-911 Special incident type	1	0:01:59	0	0

Total calls by incident type:	Count	Aid given	Aid received	Exposures
111 Building fire	3	1	0	0
114 Chimney or flue fire, confined to chimney or flue	2	0	0	0
131 Passenger vehicle fire	2	0	0	0
138 Off-road vehicle or heavy equipment fire	1	0	0	0
142 Brush or brush-and-grass mixture fire	5	0	0	0
143 Grass fire	8	1	0	0
151 Outside rubbish, trash or waste fire	2	0	0	0
154 Dumpster or other outside trash receptacle fire	2	0	0	0
251 Excessive heat, scorch burns with no ignition	1	0	0	0
300 Rescue, EMS incident, other	3	0	0	0
311 Medical assist, assist EMS crew	1	1	0	0
321 EMS call, excluding vehicle accident with injury	535	2	0	0
322 Vehicle accident with injuries	21	1	0	0
323 Motor vehicle/pedestrian accident (MV Ped)	1	0	0	0
324 Motor vehicle accident with no injuries	16	0	0	0
331 Lock-in (if lock out, use 511)	4	0	0	0
350 Extrication, rescue, other	1	0	0	0
354 Trench/below-grade rescue	1	0	0	0
381 Rescue or EMS standby	1	0	0	0
412 Gas leak (natural gas or LPG)	5	1	0	0
413 Oil or other combustible liquid spill	1	0	0	0

Prepared: 12/07/15, 16:15:39

11/01/15 to 11/30/15

Program: FI263L

Total calls by incident type:		Count	Aid given	Aid received	Exposures
424	Carbon monoxide incident	5	0	0	0
440	Electrical wiring/equipment problem, other	5	0	0	0
445	Arcing, shorted electrical equipment	3	0	0	0
500	Service Call, other	2	0	0	0
510	Person in distress, other	1	0	0	0
522	Water or steam leak	1	0	0	0
531	Smoke or odor removal	7	0	0	0
550	Public service assistance, other	3	0	0	0
551	Assist police or other governmental agency	3	0	0	0
552	Police matter	1	0	0	0
553	Public service	3	0	0	0
554	Assist invalid	28	0	0	0
561	Unauthorized burning	3	0	0	0
600	Good intent call, other	2	0	0	0
611	Dispatched & canceled en route	21	1	0	0
6111	Dispatched & canceled en route-EMS	10	1	0	0
622	No incident found on arrival at dispatch address	6	0	0	0
631	Authorized controlled burning	2	0	0	0
651	Smoke scare, odor of smoke	3	0	0	0
652	Steam, vapor, fog or dust thought to be smoke	1	0	0	0
671	HazMat release investigation w/no HazMat	2	0	0	0
700	False alarm or false call, other	10	0	0	0
715	Local alarm system, malicious false alarm	1	0	0	0
732	Extinguishing system activation due to malfunction	1	0	0	0
733	Smoke detector activation due to malfunction	6	1	0	0
734	Heat detector activation due to malfunction	1	0	0	0
735	Alarm system sounded due to malfunction	7	0	0	0
736	CO detector activation due to malfunction	5	0	0	0
740	Unintentional transmission of alarm, other	3	0	0	0
743	Smoke detector activation, no fire - unintentional	8	0	0	0
744	Detector activation, no fire - unintentional	1	0	0	0
745	Alarm system activation, no fire - unintentional	10	0	0	0
900	Special type of incident, other	1	0	0	0

Totals calls by property use:		Count	Arson	Aid given
NNN	None	7	0	
UUU	Undetermined	4	0	
000	Property use, other	6	0	
123	Stadium, arena	1	0	
124	Playground	1	0	
130	Places of worship, funeral parlors, other	1	0	
131	Church, mosque, synagogue, temple, chapel	10	0	
141	Athletic/health club	4	0	
150	Public or government, other	2	0	
151	Library	1	0	
160	Eating, drinking places, other	2	0	
161	Restaurant or cafeteria	1	0	
215	High school/junior high school/middle school	4	0	
241	Adult education center, college classroom	1	0	
254	Day care, in commercial property	2	0	
311	24-hour care Nursing homes, 4 or more persons	53	0	

Prepared: 12/07/15, 16:15:39

11/01/15 to 11/30/15

Program: FI263L

Totals calls by property use:		Count	Arson	Aid given
321	Mental retardation/development disability facility	2	0	
331	Hospital - medical or psychiatric	13	0	
340	Clinics, doctors offices, hemodialysis cntr, other	16	0	
341	Clinic, clinic-type infirmary	1	0	
343	Hemodialysis unit	1	0	
361	Jail, prison (not juvenile)	11	0	
400	Residential, other	4	0	
419	1 or 2 family dwelling	448	0	
429	Multifamily dwelling	58	0	
439	Boarding/rooming house, residential hotels	2	0	
449	Hotel/motel, commercial	4	0	
459	Residential board and care	4	0	
460	Dormitory-type residence, other	3	0	
500	Mercantile, business, other	3	0	
511	Convenience store	5	0	
519	Food and beverage sales, grocery store	13	0	
539	Household goods, sales, repairs	2	0	
549	Specialty shop	2	0	
559	Recreational, hobby, home repair sales, pet store	4	0	
571	Service station, gas station	1	0	
579	Motor vehicle or boat sales, services, repair	1	0	
580	General retail, other	1	0	
581	Department or discount store	1	0	
642	Electrical distribution	1	0	
891	Warehouse	1	0	
931	Open land or field	9	0	
935	Campsite with utilities	1	0	
936	Vacant lot	1	0	
938	Graded and cared-for plots of land	3	0	
946	Lake, river, stream	1	0	
960	Street, other	30	0	
961	Highway or divided highway	6	0	
962	Residential street, road or residential driveway	10	0	
963	Street or road in commercial area	13	0	
965	Vehicle parking area	4	0	
983	Pipeline, power line or other utility right-of-way	2	0	

Total calls by district:		Count	Arson
001	District One	134	0
002	District Two	185	0
003	District Three	62	0
004	District Four	87	0
005	District Five	168	0
006	DISTRICT SIX	127	0
010	Outside City Area	19	0

Total calls by station:		Count	Aid given
001	Station #1	137	1
002	Station #2	167	1
003	Station #3	80	1
004	Station #4	95	2

Total calls by station:		Count	Aid given
005	Station #5	163	1
006	Station #6	140	4

Total calls by shift:		Count
001	A Platoon	239
002	B Platoon	251
003	C Platoon	292

Total calls by action taken:		Count
00	Action taken, other	15
11	Extinguishment by fire service personnel	19
12	Salvage & overhaul	1
22	Rescue, remove from harm	3
30	Emergency medical services, other	26
31	Provide first aid & check for injuries	43
32	Provide basic life support (BLS)	41
33	Provide advanced life support (ALS)	440
42	HazMat detection, monitoring, sampling, & analysis	1
44	Hazardous materials leak control & containment	1
45	Remove hazard	2
60	Systems and services, other	2
64	Shut down system	2
70	Assistance, other	2
71	Assist physically disabled	23
73	Provide manpower	10
74	Provide apparatus	2
75	Provide equipment	1
76	Provide water	1
77	Control crowd	1
80	Information, investigation & enforcement, other	1
81	Incident command	34
82	Notify other agencies.	1
86	Investigate	72
87	Investigate fire out on arrival	4
92	Standby	2
93	Cancelled en route	32

Apparatus totals:

Apparatus	Emergency responses	Average per day	Non-emergency responses	Average per day	Total responses	Average per day	Average turnout	Average response
BT1	11	.36	1	.03	12	.40	0:01:42	0:08:49
BT2	6	.20	0	.00	6	.20	0:01:49	0:06:51
BT3	1	.03	1	.03	2	.06	0:00:26	0:05:19
BT4	13	.43	1	.03	14	.46	0:01:16	0:07:30
BT5	4	.13	3	.10	7	.23	0:01:05	0:06:03
BT6	7	.23	0	.00	7	.23	0:01:00	0:08:47
E1	125	4.16	21	.70	146	4.86	0:00:55	0:05:09
E2	126	4.20	14	.46	140	4.66	0:00:41	0:05:18
E3	60	2.00	12	.40	72	2.40	0:00:49	0:06:39
E4	59	1.96	11	.36	70	2.33	0:00:56	0:07:20
E5	124	4.13	23	.76	147	4.90	0:00:57	0:05:18

Apparatus totals:

Apparatus	Emergency responses	Average per day	Non-emergency responses	Average per day	Total responses	Average per day	Average turnout	Average response
E6	123	4.10	11	.36	134	4.46	0:00:55	0:06:12
FD211	8	.26	3	.10	11	.36	0:01:11	0:07:56
FD212	19	.63	3	.10	22	.73	0:00:38	0:10:31
FD312	1	.03	0	.00	1	.03	0:03:57	0:13:32
FD313	5	.16	3	.10	8	.26	0:00:59	0:16:56
FD314	1	.03	0	.00	1	.03	0:00:02	0:00:00
LAD1	19	.63	8	.26	27	.90	0:01:24	0:06:36
RES1	19	.63	2	.06	21	.70	0:00:43	0:06:27
SQD1	135	4.50	22	.73	157	5.23	0:01:08	0:06:31
SQD2	159	5.30	18	.60	177	5.90	0:00:48	0:06:23
SQD3	78	2.60	9	.30	87	2.90	0:00:56	0:06:05
SQD4	78	2.60	21	.70	99	3.30	0:00:52	0:07:04
SQD5	143	4.76	14	.46	157	5.23	0:00:52	0:05:34
SQD6	124	4.13	12	.40	136	4.53	0:01:10	0:06:36
TFD27	0	.00	1	.03	1	.03	0:00:00	0:00:00

Fire incidents with dollar loss:

Incident ID	Date	Description	Dollar loss	Dollar value
2015-0008438-000	11/04/15	Grass fire INTR OMAHA & CREEK TURNPIKE	2	11,000
2015-0008512-000	11/07/15	Brush or brush-and-grass mixture fire 39000 E 71ST ST, WAGONER COUNTY, OK, 74014	2	300,001
2015-0008517-000	11/07/15	Building fire 1408 N 31ST ST, BROKEN ARROW, OK, 74014	18,000	18,000
2015-0008559-000	11/09/15	Building fire 2005 N YELLOWOOD AVE, BROKEN ARROW, OK, 74012	2,500	750,500
2015-0008606-000	11/10/15	Passenger vehicle fire 9702 S SWAN DR, WAGONER COUNTY, OK, 74014	2	5,100
2015-0008630-000	11/11/15	Grass fire INTR 23RD & E COLLEGE ST	2	2
2015-0008636-000	11/11/15	Brush or brush-and-grass mixture fire 9360 S 241ST AVE, WAGONER COUNTY, OK, 74014	51	350,000
2015-0008639-000	11/11/15	Building fire 24300 E 98TH ST, WAGONER COUNTY, OK, 74014	45,000	80,000
2015-0008642-000	11/11/15	Grass fire S 225TH EAST AVE, BROKEN ARROW, OK, 74014	2	2
2015-0008675-000	11/13/15	Brush or brush-and-grass mixture fire INTR 51ST & S 273RD AVE	2	2
2015-0008685-000	11/13/15	Off-road vehicle or heavy equipment fire 21180 E 47TH ST, BROKEN ARROW, OK, 74012	2,000	2,000
2015-0008686-000	11/13/15	Grass fire INTR 3RD & E ALBANY ST	51	190,000
2015-0008687-000	11/13/15	Grass fire 2200 N 1ST ST, BROKEN ARROW, OK, 74012	51	190,000
2015-0008738-000	11/15/15	Dumpster or other outside trash receptacle fire 2810 E MADISON PL, BROKEN ARROW, OK, 74014	2	2
2015-0008739-000	11/15/15	Chimney or flue fire, confined to chimney or flue 2304 W ITHICA ST, BROKEN ARROW, OK, 74012	2,500	135,000
2015-0008802-000	11/17/15	Outside rubbish, trash or waste fire 3012 W HARTFORD ST, BROKEN ARROW, OK, 74012	2	2

Fire incidents with dollar loss:			Dollar loss	Dollar value
2015-0008879-000	11/21/15	Brush or brush-and-grass mixture fire 312 E COMMERCIAL ST, BROKEN ARROW, OK, 74012	2	140,000
2015-0008909-000	11/22/15	Grass fire INTR HIGHWAY 51 & CREEK TURNPIKE	2	2
2015-0008914-000	11/22/15	Chimney or flue fire, confined to chimney or flue 7214 S HENRY ST, BROKEN ARROW, OK, 74014	51	1,001
2015-0008949-000	11/23/15	Brush or brush-and-grass mixture fire INTR 51ST & CREEK TURNPIKE	2	250,001
2015-0008952-000	11/23/15	Passenger vehicle fire INTR 151ST & S GARNETT RD	6,000	6,000
2015-0008980-000	11/25/15	Outside rubbish, trash or waste fire 2950 N 37TH ST, BROKEN ARROW, OK, 74014	2	450,000
2015-0008985-000	11/25/15	Grass fire 4 MUSKOGEE TURNPIKE, BROKEN ARROW, OK, 74014	5,001	5,001
Totals:			23 incidents	81,229 2,883,616
Other incidents with dollar loss:			Dollar loss	Dollar value
2015-0008440-000	11/04/15	Motor vehicle accident with no injuries 501 W CHARLOTTE ST, BROKEN ARROW, OK, 74011	30,000	360,000
Totals:			1 incidents	30,000 360,000

INTEROFFICE MEMO

To: Michael Spurgeon, City Manager

**From: Norman Stephens, Assistant to the City Manager / Economic Development
Coordinator**

Date: December 16, 2015

Re: Tulsa's Future

Sir, attached is the Tulsa's Future Regional Economic Development Activity Update for November 1 – November 30, 2015.



**Regional Economic Development Activity Update
November 1 – November 30, 2015**

Announcements & New Jobs Created

- New Jobs Created
 - Number of new jobs created per month and year
 - Number of jobs greater/less than \$50,000

	Greater than \$50,000	Less than \$50,000	Total Jobs
For the month of November	474	730	1,204
Total for 2015	2,433	1,713	4,146
Total for 2014	3,259	2,933	6,192
Total for 2013	2,484	3,514	5,998
Total for 2012	2,425	1,078	3,503
Total for 2011	<u>4,100</u>	<u>4,105</u>	<u>8,205</u>
Totals for 2011-2015	14,701	13,343	28,044

Business Attraction

Describe the efforts and results to attract business with regards to:

- New Prospects & Site Visits/Num
Current Month: 2
Year-to-Date: 15
- New Inquiries – Proposals Submitted
Current Month: 2
Year-to-Date: 23
- Open Projects – Phase 2/Additional Information Submitted
Current Month: 0
Year-to-Date: 7
- Lead Development
Current Month: 8
Year-to-Date: 71

Lead development companies: Modine Manufacturing Company Inc. Pmfg, Inc., Keystone Powdered Metal Company, Mahle Filter Systems NA, Inc., PTC Group Holdings Corp., Davis-Standard, LLC, Dart Container Corp., Primex Plastics Corp.

ID	Start Date	Number of Jobs	Status	Target Industry	Community	New Business/Expansion
373	11-12-2015	12-15	Active	Warehouse/ Distribution	Tulsa Region	New
374	11-23-2015	9	Active	Advanced Manufacturing	Tulsa Region	New

Scheduled Appointments for 2016

We are currently working to finalize the list of call trips for 2016. The full list will be completed in January and distributed to regional partners.

Business Retention & Expansion

Existing Company Visits
 Current Month: 59
 Year-to-Date: 716
 Total for 2014: 700

External Marketing

2015 National Business Aviation Association Conference, November 16-19

The Vice President of Economic Development attended the 2015 National Business Aviation Association conference in Las Vegas November 16-19. This is the world's largest aviation event involving 26,000 participants, representing 46 states and over 100 countries. Thirteen companies from the Tulsa region exhibited at the show, with multiple others attending. Governor Fallin also attended the show, serving as a keynote speaker during the opening session and speaking on Oklahoma's aerospace industry. Representatives from the Port of Muskogee and Claremore Industrial and Economic Development Authority also attended the show.

Houston Scheduled Appointments & Reception, November 11-12

Director of Existing Business & Energy along with Department of Commerce representatives, Jeri Koehler (CIEDA) and Eric Miller (Port of Muskogee) attended the GEDMT Houston Scheduled Appointments & Reception trip November 10-12. Scheduled appointments included companies in the energy & transportation/logistics industries. The GEDMT reception included companies from the energy and transportation/logistics sectors as well as site location consultants, and trade officials from over 20 countries.

2016 Regional Partner Meetings

- February 11, 2016
- May 26, 2016
- August 25, 2016
- November 17, 2016

All are meetings 12:00 p.m. to 1:30 p.m. Please notify Angie Zaricor if you are interested in hosting a meeting.

Regional Partner Educational Forums with National Site Consultants

- March 2015 – Josh Bays, Principal, Site Selection Group, LLC
- April 2015 – Mac Holladay, President/CEO & Founder, Market Street Services
- July 2015 – Courtney Dunbar, Economic Development Leader, Olsson Associates
- December 2015 – Alison Benton, President of Aliquantus Consulting

2. GENERAL CORRESPONDENCE / NOTIFICATION



Contact: Krista Flasch
Director of Communications
City of Broken Arrow
Phone: (918) 259-2400, ext. 5309
Mobile: (918) 409-7771
Fax: (918) 259-8226

Broken Arrow Mayor Elected to NLC Board of Directors

Broken Arrow, Okla. (12/11/2015) – Mayor Craig Thurmond was elected to the National League of Cities (NLC) 2016 Board of Directors at the 2015 Congress of Cities & Exposition held in Nashville, Tenn. Thurmond, who will serve a two-year term, will play a key role in guiding the nation’s largest and most representative membership and advocacy organization for city officials. Over the next two years, Thurmond will participate in six Board of Directors meetings at NLC convenings in Washington and across the nation.

“I am honored to serve on NLC’s Board of Directors,” said Thurmond. “It is vitally important that Broken Arrow interests are represented on the national level, and I am confident our community will be served well through my appointment.”

“National League of Cities’ Board of Directors provides the critical leadership that enables our organization to strategically address the challenges facing our nation’s cities,” said National League of Cities (NLC) CEO and Executive Director Clarence E. Anthony. “As we look toward the future, the Board will play a central role in helping NLC better serve our members and will provide guidance as we advocate for cities before Congress and the administration.”

In his role on the Board, Thurmond will help guide NLC’s strategic direction and set the organization’s advocacy priorities and operational goals. Board members are selected by a 15-member nominating committee, and are confirmed by a vote by NLC’s membership.

A complete list of NLC’s 2016 Board of Directors may be [found here](#).

The National League of Cities (NLC) is dedicated to helping city leaders build better communities. NLC is a resource and advocate for 19,000 cities, towns and villages, representing more than 218 million Americans.

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INTEROFFICE MEMO

To: Honorable Mayor and City Councilors
From: Jennifer Hooks, Executive Assistant to the City Manager
Date: December 16, 2015
Re: Tourism Director Receives Nonprofit Management Certification

Please find the attached press release regarding Lori Hill's recent completion of the Nonprofit Management Program.

Respectfully submitted,

Jennifer Hooks

Attachment



FOR IMMEDIATE RELEASE

December 16, 2015
Jennifer Meckling
Director of Manager
jmeckling@okcnp.org
(405) 463-6886, ext. 207

Lori Hill Receives Nonprofit Management Certification from the Oklahoma Center for Nonprofits

TULSA – The Oklahoma Center for Nonprofits today announced that 27 students will be awarded certificates for Nonprofit Management through the Nonprofit Management Certification Program. Among the graduates was Lori Hill, of the City of Broken Arrow CVB. As a participant in this six-month professional development program, Lori accumulated 36 hours of Continuing Professional Education in the following content areas: Leadership Essentials, Managing Support for the Organization, Managing Budgets and Leading Meetings, Human Resources, Conflict Management and Diversity, and Coaching as Supervision.

Marnie Taylor, President and CEO of the Oklahoma Center for Nonprofits, says about the program, “Managing a nonprofit is a very challenging job and the Center is so pleased to be able to offer this comprehensive program that touches on the essential skills that are required. A nonprofit leader is often expected to be ‘a jack of all trades,’ which is very challenging, and this program equips leaders to meet that expectation. Nonprofits are businesses and nonprofit professionals need to have good, sound business management skills in order to move their organizations forward. Our Nonprofit Management Certification Program allows even experienced nonprofit professionals the opportunity to learn and practice those skills.”

About Nonprofit Management Certification Program

Nonprofit Management Certification program is a six-month, cohort model professional development program, organized around building practical knowledge for managing the everyday life of a nonprofit. Content in six core areas is designed to advance participants’ careers and build effectiveness in their current positions.



About Oklahoma Center for Nonprofits

The Oklahoma Center for Nonprofits is a nonprofit organization equipping and strengthening the Oklahoma nonprofit sector through training, consulting, advocacy, membership, networking and recognition. The Center's Mission is "building better communities through effective nonprofits."

For more information about the Nonprofit Management Certification Program, visit the Center's website at www.oklahomacenterfornonprofits.org or call (405) 463-6886, ext. 215.

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November 23, 2015

City of Broken Arrow

DEC 04 2015

City Manager's Office

Russell Gale
City Manager, City of Broken Arrow
220 S. First Street
Broken Arrow, OK 74012

Dear Russell ,

As you know, Cox is required to obtain permission from local broadcast stations and cable networks to provide their signals on our video channel lineup. Our company is in discussions to renew agreements with the following programmers and broadcasters:

Station	SD Channel	HD Channel
KOTV-CBS	6	1006
KOTV-This TV	76	1076
KWCW-CW	7	1007

Should we be unable to reach equitable terms for a new agreement by their expiration dates, these networks have the right to require Cox to remove their programming from our lineup.

We continue to actively negotiate with these networks and are working toward renewing our agreements without any disruption of service to our customers. We are meeting our customer notification obligation through an ad in the local newspaper.

We will keep you updated with any new information. Please feel free to contact me at (405) 286-5061 or robbie.squires@cox.com should you have any questions.

Best Regards,

Robbie Squires
Government Affairs Manager
Cox Communications

3. SPECIAL EVENTS / ACTIVITIES





CITY OF BROKEN ARROW

Parks & Recreation Event Notice

Event/Program: Pizza with Santa Dates: December 19th 2015

DETAILS			
<i>Location</i>	Nienhuis Park Community Center, 3201 N 9 th Street	<i>Attendance</i>	Estimated 500 people
<i>Organizer</i>	Jim Reed, Nienhuis Center Supervisor	<i>How long has the event been taking place?</i>	3 rd year
DESCRIPTION			
<ul style="list-style-type: none"> • Children of all ages will step into the North Pole at Nienhuis Park Community Center this Saturday. • Children will have the opportunity to tell Santa about their wish list and have their picture taken with the Jolly Fella himself. • FREE pizza and craft for those in attendance. • CiCi's Pizza is a sponsor of this event. 			
TYPE OF PROMOTIONS USED			
<ul style="list-style-type: none"> • Facebook posts on Parks and Recreation page and both Community Center pages. • Created Event on Facebook. • Posters and Flyers at Community Centers and local businesses. • City website, Community Calendar, and Events Calendar • Handed out flyers at other City events. 			
NOTES			
<ul style="list-style-type: none"> • Our goal is offer a FREE family fun event that promotes the Broken Arrow Parks and Recreation Department and the City of Broken Arrow in a positive and professional manner. 			



BROKEN ARROW

Pizza with Santa

Saturday, December 19th

11 A.M. - 1 P.M.

**NIENHUIS PARK
COMMUNITY
CENTER**

3201 N. 9TH ST.

**FOR MORE INFO:
918-259-6550**

**Come have a FREE
slice of pizza with
Santa Claus and
enjoy a holiday craft.**



**Don't forget to
bring your camera
to take a picture
with Santa!**



CITY OF
BROKEN ARROW

Where opportunity lives

To: Michael Spurgeon, City Manager
From: Lori Hill
CC: Scott Esmond, Norman Stephens and Russell Gale
Date: December 16, 2015
Re: Notes to Council – Ruts n Guts Event Follow Up

The Ruts n Guts event took place at the Chisholm Trail Events Park December 5-6, 2015. Below is a summary of the event from the event organizer and their plans for growing this event in the future.

This was the sixth year for the event in Broken Arrow. It is the second year the event was included in the USA Cycling calendar. In 2014, there were 296 total riders and for this year's event, there were 278 riders on day 1 and 210 riders on day 2. There were also 100 runners this year which is a new component that was added to this year's event. There were 3 nations represented (United States, Canada and Denmark), and approximately 20 different states. Spectator count could be estimated at one person, at least, for each rider/runner.

The increase in riders was good, but due to a conflicting date (Jingle Cross - Iowa), the event was down from what Broken Arrow could host. The largest race in the nation Jingle Cross moved their date on the same as this year's Ruts n Guts event because of their football season. They had 1,700 racers and took many of the people Ruts n Guts would typically have. Next year the Jingle Cross event will be moved back to September so Broken Arrow should see a huge growth.

For 2015, an increase in media and public relations efforts with signage, news slots as well as national exposure through the UCI calendar placement. The Broken Arrow CVB also coordinated marketing/promotion efforts for this event thru Green Country Marketing Association.

Future goals for this event are to reach 1,000 registered riders. Next year, the Jingle Cross event will not share the same weekend date of Ruts n Guts which could ultimately increase the attendance. The next goal is to obtain C1 status which is another level to the sport. There is also a plan to bring back the Friday evening event, possibly a preview race. Beyond 2016, the goal is to bid for the Cyclocross Nationals to Broken Arrow. The next bid opening for this event will be 2019-2021. The Broken Arrow CVB will work with the Ruts n Guts event organizers to prepare this bid.

Overall, the event was a success. The course was to everyone's standard, and pleasing for the event organizers to hear was how amazing (and beyond their expectations) the Broken Arrow venue was (even the locals were impressed).