

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: September 30, 2016
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Utilities Department Monthly Report – August 2016
- Fire Department Monthly Report – August 2016

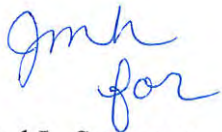
2. GENERAL CORRESPONDENCE / NOTIFICATION

- Fire Department Honored with C.T. Thompson, MD Award for Excellence in Trauma Care
- Cox Communication Service Update – Channel Changes

3. SPECIAL EVENTS / ACTIVITIES

- Upcoming Special Events

Respectfully submitted,



Michael L. Spurgeon

jmh
Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION





INTEROFFICE MEMO

To: Michael Spurgeon, City Manager
From: Anthony Daniel, Utilities Director *AD*
Date: September 30, 2016
Re: Utilities Department Monthly Report – August 2016

| | August 2016 | August 2015 |
|---|--------------------|--------------------|
| Water Treated, Purchased and Distributed | | |
| Water Purchased from Tulsa | 89.2 MG | 37.4 MG |
| Water – Produced at Verdigris WTP | <u>484.6 MG</u> | <u>402.0 MG</u> |
| Total | 573.8 MG | 439.4 MG |
| Wastewater Treated | | |
| Lynn Lane Plant | 116.9 MG | 118.3 MG |
| Haikey Creek Plant flow from BA | 133.1 MG | 150.3 MG |
| Haikey Creek Plant flow from Tulsa | 203.4 MG | 195.8 MG |

Pump Stations Equipment Maintenance Summary-David Handy

- 1. Old Adams Creek Lift Station:**
 - a. Amp readings and line voltage readings taken as part of the system diagnostic.
 - b. Repaired outside lights.
 - c. Raised “Low Level” float switch to prevent pump cavitation.
 - d. Adjusted wear plate and impeller clearance on Pump #2A and #2B.
- 2. Oneta Road Lift Station:**
 - a. Replaced suction hose on the temporary pump.
 - b. Adjusted floats in the wetwell.
- 3. Greenbriar Lift Station:**
 - a. Replaced vent fan.
- 4. Cambridge Lift Station:**
 - a. Replaced vent fan.
- 5. Greens Lift Station:**
 - a. Repaired back cover assembly on Pump #3.
- 6. Animal Shelter Lift Station:**
 - a. Replaced Pump #2 with a new unit.

LLWWTF Maintenance Summary

1. Replaced motor starter coil on South Belt Press #2.
2. Inspected Chlorine Regulator #1.
3. Pumped out East Oxidation Ditch to estimate quantity of sludge and grit.

4. Cleaned pump suction line on South Thickener tank.
5. Signal wire splitter installed for dual sampling for biomonitoring and compliance sampling.
6. Digesters blowers monitoring program started after gauges were installed.
7. Completed Hydrogen Sulfide levels monitoring at Influent manhole ahead of headworks structure.
8. New controllers installed on Belt Press control panel.
9. Troubleshoot issues with Chlorine scrubber. Replaced control relays. Scrubber runs only in "Manual Mode". Will have to replace defective leak detector units.
10. Mud valves in contact basins need to be repaired or replaced. Installed pipe plugs to stop water from by-passing basin. Will have to replace mud valves.
11. New Polymer injection machine plumbed in. Electrical tie-in scheduled for equipment startup.
12. Replaced seam wire on lower belt of Belt Press.
13. Replaced breaker in Screw Pump #3 control cabinet.
14. Pumped water from Flow Equalization Pond.
15. Replaced back cover assembly on WAS Pump #1.
16. Waiting on quotes for new booster pump for Belt Press.
17. North barscreen #1 is currently being repaired.

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

Fats, Oil & Grease (FOG) Program Activities

1. Food Handling Establishment Inspections:

City pretreatment staff inspected 21 food handling establishments (FHE) in the month of August.

Staff inspected manifests for grease interceptor (GI) maintenance, inspected GI, and discussed best management practices for facilities with grease abatement equipment. FHEs with improperly maintained interceptors have been asked to have their grease interceptor pumped immediately. Re-checks are being done for non-compliance issues.

2. FOG Program Administration & Sanitary Sewer Overflows (SSO) Response:

- FHE database update
- FHE file update
- There was a grease-related SSO at the Villas at Aspen Park. Pretreatment staff discussed kitchen best management practices with maintenance staff. Pollution prevention materials (cooking oil collection bottles and FOG brochures) were given to maintenance staff. They agreed to distribute the materials to residents.
- Both Top Spots Donuts facilities had indoor grease traps installed.
- Tastee Treat Management Company sent a letter of intent to install an in-ground grease interceptor. They have applied for a City permit.
- Pizza Hut delivery station 101st & Elm sent confirmation of grease trap replacement as requested.
- Pretreatment staff met to discuss FHE issues and direction of FOG program.

Industrial Pretreatment Activities:

- Blue Bell laboratory analysis and compliance monitoring report reviewed. – Oil & Grease violation
- Unifirst laboratory analysis and compliance report reviewed. – no deficiencies
- Surcharges for Bio-chemical Oxygen Demand (BOD), Total Suspended Solids (TSS), and Oil & Grease above residential thresholds were calculated for Unifirst in the amount of \$6,291.63 and submitted to the Finance Department. Blue Bell surcharges were calculated at \$9,324.33, but not issued. Surcharges have been postponed per Utilities Director.
- Broken Arrow Powder Coating laboratory analysis and compliance monitoring report reviewed. – no deficiencies
- PACCAR Winch metal-finishing permit application reviewed. Process description, Accidental Spill Prevention Plan, Toxic Organic Management Plan, Safety Data Sheets, Baseline Monitoring Report and laboratory analysis. Categorical permit written to allow discharge of “rinse water only” to the City of Broken Arrow sanitary sewer system. Quarterly self-monitoring is required.
- Haikey Creek priority pollutant scan scheduled and report reviewed. – no deficiencies
- Haikey Creek WWTP laboratory costs reviewed for Anthony.
- Lynn Lane WWTP industrial user contribution forms with 3 years monitoring data for Oklahoma Pollutant Discharge Elimination System (OPDES) permit renewal.
- Discharge Monitoring Report Quality Assurance Study “Final Report” submittal to DEQ.
- Seneca Environmental- Underground Storage Tank groundwater monitoring report for Kum & Go 71st & Lynn Lane. Report revealed no results above detection levels. Permission to discharge to City of Broken Arrow sanitary sewer system was granted.

UTILITIES DISTRIBUTION/COLLECTIONS MAINTENANCE SUMMARY

WATER DISTRIBUTION – Jerry Hanewinkel

1. New Taps and Meters set 74
2. Responded to 65 water leak calls
3. Replaced 15 meters
4. Repaired or Replaced 35 meters and valve boxes
5. Replaced 23 Curb Stops
6. Repaired 3 auto flushers
7. Cleaned up 23 yards
8. Responded to 450 Call Okie Line Locates
9. Installed 4 service crossings
10. Responded to 96 water system service requests
11. Flushed 7 main lines for water quality issues
12. Distribution Main Leaks repaired 10
13. Meter leak repairs done 17
14. Valve truck crew exercised 143 valves
15. Fire Hydrants Repaired 13
16. Fire Hydrants Replaced 3
17. Fire Hydrants Painted 202
18. Fire Hydrants Tested 155

AMR PROJECT-

AMR register with new meter-294 installed
AMR registers only-286 replaced
Replaced meter boxes-10
Meter risers installed-3
Curb stops replaced-1

SEWER COLLECTION- David Marlow

1. Service requests calls 22
2. Sewer line blockages 17
3. Lift station repairs done at 6 stations
4. Manholes cleaned /raised/repared 26
5. Sewer line cleaned 4,610 ft.
6. Sewer line repaired 48 ft.
7. Sewer line locates done 87
8. Clean ups done at 2 locations
9. CCTV 1,780 ft. to locate problems/defects in the sewer line
10. Stand-by and night crew responded to 22 sewer calls
11. Sanitary Sewer Overflows (SSO's) reported 6 for the month of August
12. Cleaned check valves/pumps at lift stations
13. Sinkholes checked 1
14. Sewer lines smoke tested 6,960 ft
15. Sewer lines root cut 1,150 ft

METER READING – Derriel Bynum

1. Replaced Meters-41
2. Door Hangers for bad check-81
3. Turn Ons for nonpayment-298
4. Turn Offs for nonpayment-342
5. New Accounts-568
6. Finals-629
7. Read 37,451 Meters for the month of August 2016
8. Construction Meters Set-4
9. Rereads/Leak Tests-246

AMR PROJECT-

AMR registers only installed-384
AMR register & new meter installed-260
Meter boxes replaced-26
Meter risers installed-8
Curb stops replaced-6

UTILITIES CONSTRUCTION – Tommy Kimbrough

1. Kirk W/L Project-made service tie ins. Cleaned up properties, restored and repaired fences, concrete valves, driveways, curbs and streets.
2. Water Line Project from Washington St to Date to 1800 S Main St-spot digging 2” water lines.
3. Completed 12 line locates.

WATER QUALITY- Diana Flora

1. Flushed dead end water lines 40 total.
2. Tested chlorine levels near auto flushers to verify all are working 19 total.
3. 2 dirty water calls, 26,250 gallons of water flushed to improve water quality.
4. Collected 100 Bac-T samples and 2 chlorine (am/pm) daily for the month
5. Total gallons flushed to improve water quality in August; 5,064,750 gallons.
6. Lead and Copper Program completed-30 sites. Results were mailed to homeowners who Participated in the sample collection.

VERDIGRIS WTP – Jimmy Helms

1. Replaced filter on Y-strainer on ACH chemical fill station
2. Replaced water faucet in lab
3. Installed new NO TRESSPASSING signs on the fence on the south side of west basin
4. Repaired 2" valve on sodium permanganate leak
5. Adjusted sodium permanganate metering pump to optimize chemical feed
6. Repaired leak on sodium permanganate system
7. Repaired fiberglass ladders, and cracked ladder bracket on permanganate bulk tank (safety concern)
8. Repaired leak on fluoride day tank flange
9. Installed new fluoride pressure sensor
10. Repaired leak of fluoride flow meter
11. Repaired leaks on portable diesel tank and temporary lagoon pump
12. Repaired leak on slave #2 chlorine generator
13. Replaced ballast on light in east side of generator room
14. Replaced ballast on light in chemical room, directly west of fluoride day tank
15. Repaired water separator on high service surge tank
16. Repaired multiple leaks on Hypo (bleach) feed panel
17. Replaced 2 Hypo (bleach) metering pump hoses
18. Rebuilt rack #2, #6 integrity test air pressure regulators
19. Repaired CIP line Bracket in pipe chase.
20. Installed 2 new Flygt decant pumps in decant lift station
21. Installed new camlock / hose setup for portable pump on West basin sample station
22. Backwashed water softeners in generator room
23. Drained, cleaned and inspected Trains 1-4 plate settler areas in the pretreatment basin
24. Cleaned sludge in lagoon #3 and hauled to landfill
25. Repaired blower #2 communications problem
26. Repaired clean in place drain pump communication problem
27. Replaced Roto-meters on slave #2 chlorine generator
28. Repaired hot water heating element and thermostat
29. Installed new drive belt on Bad Boy lawn mower
30. Installed valve on slave #1 chlorine generator for direct hook up for cleaning
31. Upgraded emergency backup power generator software and recalibrated unit

ASSISTANT DIRECTOR-Barney Campbell

PLAN REVIEWS

- Hillside Crossing
- Kenwood Hills Pump Station
- Downtown Streetscapes Phase IV
- Tiger Hill Site Plan
- Collection line improvement for East Haskell Addn
- Tiger Hill-west water tank
- Dallas St railroad crossing
- Kirkland Activity Complex (old high school)
- Oneta Rd Lift Station replacement project
- Aspen Creek relief line project
- Wastewater System Master Plan

MEETINGS

- Staff meetings
- Shadow Trails Lift Station start up
- Kenwood Hills Pump Station
- DEQ at Oneta Rd Lift Station
- Downtown Streetscapes Phase IV
- Tiger Hill Site Plan
- East Haskell Addn-collection line improvement
- West Water Tank on Tiger Hill
- Dallas St RR crossing
- Pump stations O & M
- Kirkland Activity Complex
- Oneta Rd lift station pre-construction
- Aspen Creek relief line pre-construction
- Wastewater system master plan

DIRECTOR'S REPORT – Anthony Daniel

1. Attended the weekly City Manager's leadership meetings.
2. Participated in the weekly Asst. Manager of Operations staff meetings.
3. Conducted the weekly Utilities Department staff meetings.
4. Attended the monthly RMUA operations group meeting with City of Tulsa staff at HCWWTP.
5. Attended the August 2nd and August 16th City Council and BAMA meetings.
6. Attended the Special City Council meeting held on August 2nd to review manual of fees.
7. Participated in the start up and testing of the new Shadow Trails sewer lift station.
8. Participated in the joint review meeting with Engineering and Consultant on the Improvements to the Oak Crest wastewater collection lines.
9. Participated in the Economic Development meeting to discuss the provision of Utilities for the proposed expansion of the Alpha Laval Company.
10. Participated in the joint review meeting with Engineering and Consultant on the proposed improvements to the East Haskell Addition wastewater collection lines.

11. Participated in the HCWWTP FY16 O & M CIP progress meeting.
12. Met with representative from Utility Services Group on the scope of work and cost for the cleaning and disinfection of the west tank on Tiger Hill.
13. Attended the Engineering Review meeting for the Dallas Street railroad crossing.
14. Attended a hearing at HR regarding a personnel issue.
15. Participated in several teleconferences with CLEVEST on the implementation of the AMR mass meter change-out software.
16. Participated in the Wastewater Master Plan Draft Report Review meeting with Engineering and HDR (consultant).
17. Participated in the Rate Study progress meeting with Black & Veatch (consultant) and city staff.
18. Attended the project scoping meeting at HCWWTP for the Activated Sludge Train Improvements Project.
19. Participated in the teleconference with other members of the OK Utility/Providers (OMUP) group.
20. Participated in the preliminary design review meeting for the LLWWTP Digester Rehab Project.
21. Attended the Oneta Road Lift Station Replacement Project preconstruction meeting with city staff, design engineer and contractor.
22. Attended the preconstruction meeting for the Aspen Creek Relief Line with city staff, design engineer and contractor.
23. Attended the presentations by Automatic Engineering on the benefits of utilizing variable frequency drives for pumping equipment at pump stations.

FUTURE PROJECT TO DO LIST:

None

INTEROFFICE MEMO

Broken Arrow Fire Department

To: Michael Spurgeon, City Manager
From: Office of the Fire Chief
Date: September 29, 2016
Re: August 2016 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
August 2016

Page 1 of 4

| | <u>This Fiscal Year</u> | <u>Last Fiscal Year</u> | <u>Percentage Change</u> |
|--------------------------------|-----------------------------|-----------------------------|------------------------------|
| EMS Responses | 767 | 661 | 16% |
| Fire Responses | 207 | 202 | 3% |
| Fire Prevention Inspections | 47 | 44 | 7% |
| Fire Investigations | 09 | 06 | 50% |
| Total Training Hours | 15,179 | 6,944 | 118% |



Broken Arrow Fire Department Monthly Report
August 2016

| | Station | Assist Other Stations | Assist EMS | |
|------------|------------|--------------------------|---------------|--------------------------------------|
| District 1 | 37 | 11 | 85 | This Month |
| | 89 | 21 | 155 | Total Fiscal Year |
| District 2 | 14 | 13 | 58 | This Month |
| | 38 | 27 | 120 | Total Fiscal Year |
| District 3 | 22 | 09 | 31 | This Month |
| | 49 | 15 | 70 | Total Fiscal Year |
| District 4 | 15 | 07 | 53 | This Month |
| | 56 | 11 | 109 | Total Fiscal Year |
| District 5 | 30 | 12 | 88 | This Month |
| | 72 | 19 | 191 | Total Fiscal Year |
| District 6 | 30 | 15 | 89 | This Month |
| | 69 | 25 | 179 | Total Fiscal Year |
| District 7 | 48 | 07 | 118 | This Month |
| | 88 | 14 | 229 | Total Fiscal Year |
| Total | 188 | 74 | 522 | This Month |
| | 461 | 132 | 1053 | Total Fiscal Year |
| | 6.1 | 2.4 | 16.8 | Total Number Runs per Day |



Broken Arrow Fire Department Monthly Report
August 2016

Fire Suppression Average Response Times

| | This Month | Same Month Last F/Y | Total This F/Y | Total Last F/Y |
|----------------------|---------------|---------------------------|-------------------|-------------------|
| Station #1 Eng 1 | 3:29 | 5:23 | 3:43 | 5:18 |
| Station #2 Eng 2 | 5:00 | 4:52 | 5:22 | 4:46 |
| Station #3 Eng 3 | 3:53 | 4:36 | 4:29 | 5:16 |
| Station #4 Eng 4 | 6:26 | 5:57 | 6:47 | 6:11 |
| Station #5 Eng 5 | 5:10 | 4:24 | 4:53 | 4:34 |
| Station #6 Eng 6 | 5:05 | 4:00 | 5:03 | 4:07 |
| Station #7 Eng 7 | 4:14 | 0:00 | 4:15 | 0:00 |
| Total Average | 4:46 | 4:52 | 4:56 | 5:01 |

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

Station #7 was put into service January 19, 2016 with each shift housing a crew of four (4) and an Engine.

EMERGENCY MEDICAL SERVICES

EMS Unit Run Destinations

| | | | |
|-----------------------|-----|--------------------|----|
| Saint Francis - Tulsa | 188 | Hillcrest MC South | 63 |
| Saint Francis South | 98 | Hillcrest MC Tulsa | 35 |
| Saint John MC - Tulsa | 105 | OSU Medical Center | 03 |
| Saint John MC -BA | 51 | | |



EMS Runs by Type

| | This Month | Same Month Last F/Y | Total This F/Y | Total Last F/Y |
|---------------------|------------|---------------------|----------------|----------------|
| Numbers of Runs | 767 | 661 | 1527 | 1292 |
| Treated/Transported | 547 | 469** | 1121 | 957** |
| Treated/Released | 54 | 489** | 85 | 991** |
| Cancelled | 58 | 16 | 109 | 28 |
| Refused Treatment | 101 | -- | 194 | -- |
| DOA | 07 | -- | 18 | -- |
| EMS Suppression | 98 | 125 | 166 | 263 |

Some changes to the descriptions of items 2 & 3 starting this July 2016 have been made

** Last F/Y figure 2 covers all transports but not all treated, figure 3 included the treated

EMS Average Response Times

| | This Month | Same Month Last F/Y | Total This F/Y | Total Last F/Y |
|----------------------|-------------|---------------------|----------------|----------------|
| Station #1 Sq-1 | 3:44 | 5:06 | 3:49 | 5:10 |
| Station #2 Sq-2 | 3:57 | 4:50 | 4:11 | 4:47 |
| Station #3 Sq-3 | 4:35 | 4:44 | 4:30 | 4:36 |
| Station #4 Sq-4 | 5:38 | 4:55 | 5:50 | 5:13 |
| Station #5 Sq-5 | 3:56 | 4:00 | 3:54 | 3:59 |
| Station #6 Sq-6 | 4:29 | 4:38 | 4:27 | 4:30 |
| Total Average | 4:23 | 4:42 | 4:27 | 4:43 |

BAFD Bench Mark Average Time 5:00

General information:

| | | | | | |
|---------------------------------------|---------------------|-------------------------|-----------------|--------------|-----------|
| Total number of calls | Fire - 207 | EMS - 704 | Exposures - 0 | Unknown - 0 | All - 911 |
| Average calls per day | Fire - 6.67 | EMS - 22.70 | All - 29.38 | | |
| Total number of arson calls | 0 | | | | |
| Estimated dollar loss | Fire - 326,917 | Other - 0 | All - 326,917 | Arson - 0 | |
| Estimated value | Fire - 1,903,809 | Other - 0 | All - 1,903,809 | Arson - 0 | |
| Percentage saved | Fire - 82.82% | Other - .00% | All - 82.82% | 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 - 1,637 | Non-emergency - 202 | All - 1,839 | | |
| Average responses per day | Emergency - 52.80 | Non-emergency - 6.51 | All - 59.32 | | |
| Average apparatus per call | Fire - 2.29 | EMS - 1.92 | All - 2.01 | | |
| Average turnout time | Emergency - 0:00:54 | Non-emergency - 0:01:00 | All - 0:00:55 | | |
| Average response time | Emergency - 0:05:12 | Non-emergency - 0:06:15 | All - 0:05:19 | | |
| Average contain time | Emergency - 0:49:33 | Non-emergency - 0:00:00 | All - 0:49:33 | | |
| Average total time | Emergency - 1:08:46 | Non-emergency - 0:27:04 | All - 1:03:44 | | |
| Total man hours | Fire - 425 | EMS - 2,527 | All - 2,953 | | |
| Average personnel per call | Fire - 5.73 | EMS - 4.97 | All - 5.15 | | |
| Total aid given calls | 3 | | | | |
| Total aid received calls | 1 | | | | |

| Total calls by incident group: | Count | Average response time | Aid given | Exposures |
|--|-------|-----------------------|-----------|-----------|
| 100-173 Fire | 21 | 0:05:22 | 1 | 0 |
| 300-381 Rescue and emergency medical service incidents | 704 | 0:05:10 | 2 | 0 |
| 400-482 Hazardous conditions (no fire) | 19 | 0:06:12 | 0 | 0 |
| 500-571 Service call | 66 | 0:06:07 | 0 | 0 |
| 600-672 Good intent call | 57 | 0:01:32 | 0 | 0 |
| 700-751 and 7009 False alarm and false call | 43 | 0:05:59 | 0 | 0 |
| 900-911 Special incident type | 1 | 0:06:53 | 0 | 0 |

| Total calls by incident type: | Count | Aid given | Aid received | Exposures |
|--|-------|-----------|--------------|-----------|
| 111 Building fire | 5 | 0 | 0 | 0 |
| 113 Cooking fire, confined to container | 1 | 0 | 0 | 0 |
| 131 Passenger vehicle fire | 2 | 0 | 0 | 0 |
| 142 Brush or brush-and-grass mixture fire | 3 | 0 | 0 | 0 |
| 143 Grass fire | 3 | 1 | 0 | 0 |
| 151 Outside rubbish, trash or waste fire | 3 | 0 | 0 | 0 |
| 160 Special outside fire, other | 2 | 0 | 0 | 0 |
| 162 Outside equipment fire | 2 | 0 | 0 | 0 |
| 300 Rescue, EMS incident, other | 2 | 0 | 0 | 0 |
| 320 Emergency medical service, other | 1 | 0 | 0 | 0 |
| 321 EMS call, excluding vehicle accident with injury | 655 | 2 | 1 | 0 |
| 3211 EMS call, Possible Non Emergency Transfer | 5 | 0 | 0 | 0 |
| 322 Vehicle accident with injuries | 22 | 0 | 0 | 0 |
| 323 Motor vehicle/pedestrian accident (MV Ped) | 2 | 0 | 0 | 0 |
| 324 Motor vehicle accident with no injuries | 13 | 0 | 0 | 0 |
| 331 Lock-in (if lock out, use 511) | 3 | 0 | 0 | 0 |
| 356 High-angle rescue | 1 | 0 | 0 | 0 |
| 412 Gas leak (natural gas or LPG) | 6 | 0 | 0 | 0 |
| 421 Chemical hazard (no spill or leak) | 1 | 0 | 0 | 0 |
| 424 Carbon monoxide incident | 1 | 0 | 0 | 0 |
| 440 Electrical wiring/equipment problem, other | 3 | 0 | 0 | 0 |
| 441 Heat from short circuit (wiring), defective/worn | 2 | 0 | 0 | 0 |

Prepared: 9/22/16, 15:45:00

8/01/16 to 8/31/16

Program: FI263L

| Total calls by incident type: | | Count | Aid given | Aid received | Exposures |
|-------------------------------|--|-------|-----------|--------------|-----------|
| 442 | Overheated motor | 1 | 0 | 0 | 0 |
| 444 | Power line down | 1 | 0 | 0 | 0 |
| 445 | Arcing, shorted electrical equipment | 2 | 0 | 0 | 0 |
| 463 | Vehicle accident, general cleanup | 1 | 0 | 0 | 0 |
| 480 | Attempted burning, illegal action, other | 1 | 0 | 0 | 0 |
| 500 | Service Call, other | 2 | 0 | 0 | 0 |
| 510 | Person in distress, other | 1 | 0 | 0 | 0 |
| 511 | Lock-out | 2 | 0 | 0 | 0 |
| 512 | Ring or jewelry removal | 1 | 0 | 0 | 0 |
| 520 | Water problem, other | 1 | 0 | 0 | 0 |
| 521 | Water evacuation | 1 | 0 | 0 | 0 |
| 531 | Smoke or odor removal | 5 | 0 | 0 | 0 |
| 542 | Animal rescue | 1 | 0 | 0 | 0 |
| 550 | Public service assistance, other | 5 | 0 | 0 | 0 |
| 551 | Assist police or other governmental agency | 1 | 0 | 0 | 0 |
| 552 | Police matter | 1 | 0 | 0 | 0 |
| 553 | Public service | 8 | 0 | 0 | 0 |
| 554 | Assist invalid | 33 | 0 | 0 | 0 |
| 561 | Unauthorized burning | 3 | 0 | 0 | 0 |
| 571 | Cover assignment, standby, moveup | 1 | 0 | 0 | 0 |
| 600 | Good intent call, other | 3 | 0 | 0 | 0 |
| 611 | Dispatched & canceled en route | 24 | 0 | 0 | 0 |
| 6111 | Dispatched & canceled en route-EMS | 18 | 0 | 0 | 0 |
| 622 | No incident found on arrival at dispatch address | 5 | 0 | 0 | 0 |
| 631 | Authorized controlled burning | 2 | 0 | 0 | 0 |
| 651 | Smoke scare, odor of smoke | 1 | 0 | 0 | 0 |
| 652 | Steam, vapor, fog or dust thought to be smoke | 1 | 0 | 0 | 0 |
| 661 | EMS call, party transported by non-fire agency | 1 | 0 | 0 | 0 |
| 671 | HazMat release investigation w/no HazMat | 2 | 0 | 0 | 0 |
| 700 | False alarm or false call, other | 11 | 0 | 0 | 0 |
| 733 | Smoke detector activation due to malfunction | 3 | 0 | 0 | 0 |
| 735 | Alarm system sounded due to malfunction | 11 | 0 | 0 | 0 |
| 736 | CO detector activation due to malfunction | 3 | 0 | 0 | 0 |
| 740 | Unintentional transmission of alarm, other | 1 | 0 | 0 | 0 |
| 743 | Smoke detector activation, no fire - unintentional | 6 | 0 | 0 | 0 |
| 744 | Detector activation, no fire - unintentional | 1 | 0 | 0 | 0 |
| 745 | Alarm system activation, no fire - unintentional | 6 | 0 | 0 | 0 |
| 746 | Carbon monoxide detector activation, no CO | 1 | 0 | 0 | 0 |
| 900 | Special type of incident, other | 1 | 0 | 0 | 0 |

| Totals calls by property use: | | Count | Arson | Aid given |
|-------------------------------|--|-------|-------|-----------|
| NNN | None | 6 | 0 | |
| UUU | Undetermined | 4 | 0 | |
| 000 | Property use, other | 8 | 0 | |
| 100 | Assembly, other | 1 | 0 | |
| 120 | Variable-use amusement, recreation places, other | 1 | 0 | |
| 131 | Church, mosque, synagogue, temple, chapel | 6 | 0 | |
| 141 | Athletic/health club | 2 | 0 | |
| 150 | Public or government, other | 2 | 0 | |
| 161 | Restaurant or cafeteria | 3 | 0 | |
| 183 | Movie theater | 1 | 0 | |

Prepared: 9/22/16, 15:45:00

8/01/16 to 8/31/16

Program: FI263L

| Totals calls by property use: | | Count | Arson | Aid given |
|--------------------------------------|--|--------------|--------------|------------------|
| 210 | Schools, non-adult, other | 1 | 0 | |
| 211 | Preschool | 1 | 0 | |
| 213 | Elementary school, including kindergarten | 10 | 0 | |
| 215 | High school/junior high school/middle school | 5 | 0 | |
| 311 | 24-hour care Nursing homes, 4 or more persons | 130 | 0 | |
| 321 | Mental retardation/development disability facility | 3 | 0 | |
| 331 | Hospital - medical or psychiatric | 14 | 0 | |
| 340 | Clinics, doctors offices, hemodialysis cntr, other | 31 | 0 | |
| 361 | Jail, prison (not juvenile) | 7 | 0 | |
| 400 | Residential, other | 3 | 0 | |
| 419 | 1 or 2 family dwelling | 459 | 0 | |
| 429 | Multifamily dwelling | 59 | 0 | |
| 439 | Boarding/rooming house, residential hotels | 1 | 0 | |
| 449 | Hotel/motel, commercial | 2 | 0 | |
| 459 | Residential board and care | 2 | 0 | |
| 460 | Dormitory-type residence, other | 1 | 0 | |
| 500 | Mercantile, business, other | 3 | 0 | |
| 511 | Convenience store | 3 | 0 | |
| 519 | Food and beverage sales, grocery store | 20 | 0 | |
| 539 | Household goods, sales, repairs | 5 | 0 | |
| 549 | Specialty shop | 5 | 0 | |
| 559 | Recreational, hobby, home repair sales, pet store | 1 | 0 | |
| 569 | Professional supplies, services | 2 | 0 | |
| 571 | Service station, gas station | 1 | 0 | |
| 579 | Motor vehicle or boat sales, services, repair | 1 | 0 | |
| 580 | General retail, other | 2 | 0 | |
| 581 | Department or discount store | 1 | 0 | |
| 592 | Bank | 2 | 0 | |
| 599 | Business office | 2 | 0 | |
| 600 | Ind., utility, defense, agriculture, mining, other | 2 | 0 | |
| 700 | Manufacturing, processing | 1 | 0 | |
| 900 | Outside or special property, other | 1 | 0 | |
| 921 | Bridge, trestle | 1 | 0 | |
| 931 | Open land or field | 7 | 0 | |
| 938 | Graded and cared-for plots of land | 4 | 0 | |
| 960 | Street, other | 39 | 0 | |
| 961 | Highway or divided highway | 10 | 0 | |
| 962 | Residential street, road or residential driveway | 11 | 0 | |
| 963 | Street or road in commercial area | 14 | 0 | |
| 965 | Vehicle parking area | 10 | 0 | |

| Total calls by district: | | Count | Arson |
|---------------------------------|-------------------|--------------|--------------|
| 001 | District One | 156 | 0 |
| 002 | District Two | 116 | 0 |
| 003 | District Three | 64 | 0 |
| 004 | District Four | 96 | 0 |
| 005 | District Five | 176 | 0 |
| 006 | DISTRICT SIX | 166 | 0 |
| 007 | District Seven | 129 | 0 |
| 010 | Outside City Area | 8 | 0 |

| Total calls by station: | | Count | Aid given |
|--------------------------------|--|--------------|------------------|
|--------------------------------|--|--------------|------------------|

| Total calls by station: | | Count | Aid given |
|-------------------------|-----------------|-------|-----------|
| 001 | Station #1 | 171 | 0 |
| 002 | Station #2 | 164 | 0 |
| 003 | Station #3 | 95 | 2 |
| 004 | Station #4 | 111 | 1 |
| 005 | Station #5 | 182 | 0 |
| 006 | Station #6 | 168 | 0 |
| 007 | Fire Prevention | 4 | 0 |
| 777 | Station #7 | 16 | 0 |

| Total calls by shift: | | Count |
|-----------------------|-----------|-------|
| 001 | A Platoon | 302 |
| 002 | B Platoon | 269 |
| 003 | C Platoon | 340 |

| Total calls by action taken: | | Count |
|------------------------------|---|-------|
| 00 | Action taken, other | 20 |
| 11 | Extinguishment by fire service personnel | 11 |
| 21 | Search | 1 |
| 22 | Rescue, remove from harm | 1 |
| 30 | Emergency medical services, other | 49 |
| 31 | Provide first aid & check for injuries | 25 |
| 32 | Provide basic life support (BLS) | 45 |
| 33 | Provide advanced life support (ALS) | 571 |
| 34 | Transport person | 2 |
| 43 | Hazardous materials spill control and confinement | 1 |
| 44 | Hazardous materials leak control & containment | 1 |
| 51 | Ventilate | 1 |
| 52 | Forcible entry | 2 |
| 64 | Shut down system | 2 |
| 70 | Assistance, other | 6 |
| 71 | Assist physically disabled | 24 |
| 72 | Assist animal | 1 |
| 73 | Provide manpower | 16 |
| 76 | Provide water | 2 |
| 78 | Control traffic | 2 |
| 80 | Information, investigation & enforcement, other | 1 |
| 81 | Incident command | 21 |
| 82 | Notify other agencies. | 1 |
| 86 | Investigate | 53 |
| 87 | Investigate fire out on arrival | 6 |
| 92 | Standby | 4 |
| 93 | Cancelled en route | 42 |

Apparatus totals:

| Apparatus | Emergency responses | Average per day | Non-emergency responses | Average per day | Total responses | Average per day | Average turnout | Average response |
|-----------|---------------------|-----------------|-------------------------|-----------------|-----------------|-----------------|-----------------|------------------|
| BT1 | 2 | .06 | 1 | .03 | 3 | .09 | 0:01:09 | 0:07:14 |
| BT2 | 4 | .12 | 0 | .00 | 4 | .12 | 0:01:31 | 0:06:15 |
| BT3 | 3 | .09 | 0 | .00 | 3 | .09 | 0:00:27 | 0:05:19 |
| BT4 | 4 | .12 | 1 | .03 | 5 | .16 | 0:00:39 | 0:06:08 |
| BT5 | 2 | .06 | 3 | .09 | 5 | .16 | 0:00:36 | 0:02:57 |

Apparatus totals:

| Apparatus | Emergency responses | Average per day | Non-emergency responses | Average per day | Total responses | Average per day | Average turnout | Average response |
|-----------|---------------------|-----------------|-------------------------|-----------------|-----------------|-----------------|-----------------|------------------|
| BT6 | 5 | .16 | 0 | .00 | 5 | .16 | 0:01:29 | 0:05:28 |
| E1 | 113 | 3.64 | 25 | .80 | 138 | 4.45 | 0:01:10 | 0:04:53 |
| E3 | 48 | 1.54 | 1 | .03 | 49 | 1.58 | 0:01:11 | 0:05:24 |
| E4 | 76 | 2.45 | 7 | .22 | 83 | 2.67 | 0:01:03 | 0:07:03 |
| E5 | 115 | 3.70 | 29 | .93 | 144 | 4.64 | 0:01:02 | 0:05:23 |
| E7 | 152 | 4.90 | 11 | .35 | 163 | 5.25 | 0:00:59 | 0:04:44 |
| FD113 | 1 | .03 | 0 | .00 | 1 | .03 | 0:00:01 | 0:00:03 |
| FD211 | 12 | .38 | 1 | .03 | 13 | .41 | 0:01:38 | 0:09:03 |
| FD212 | 31 | 1.00 | 10 | .32 | 41 | 1.32 | 0:00:45 | 0:07:23 |
| FD310 | 1 | .03 | 0 | .00 | 1 | .03 | 0:00:02 | 0:00:08 |
| FD311 | 1 | .03 | 0 | .00 | 1 | .03 | 0:00:04 | 0:13:19 |
| FD312 | 3 | .09 | 2 | .06 | 5 | .16 | 0:00:02 | 0:09:25 |
| FD313 | 10 | .32 | 1 | .03 | 11 | .35 | 0:01:38 | 0:10:57 |
| FD314 | 5 | .16 | 3 | .09 | 8 | .25 | 0:01:27 | 0:09:04 |
| FD415 | 1 | .03 | 0 | .00 | 1 | .03 | 0:00:00 | 0:00:04 |
| LAD2 | 81 | 2.61 | 12 | .38 | 93 | 3.00 | 0:01:00 | 0:05:51 |
| LAD6 | 134 | 4.32 | 16 | .51 | 150 | 4.83 | 0:00:55 | 0:05:59 |
| RES1 | 10 | .32 | 2 | .06 | 12 | .38 | 0:01:46 | 0:08:56 |
| SQD1 | 139 | 4.48 | 23 | .74 | 162 | 5.22 | 0:01:14 | 0:05:29 |
| SQD2 | 160 | 5.16 | 9 | .29 | 169 | 5.45 | 0:00:59 | 0:06:13 |
| SQD3 | 102 | 3.29 | 8 | .25 | 110 | 3.54 | 0:01:05 | 0:06:53 |
| SQD4 | 104 | 3.35 | 9 | .29 | 113 | 3.64 | 0:01:01 | 0:07:52 |
| SQD5 | 172 | 5.54 | 14 | .45 | 186 | 6.00 | 0:01:00 | 0:05:33 |
| SQD6 | 146 | 4.70 | 14 | .45 | 160 | 5.16 | 0:01:01 | 0:06:29 |

Fire incidents with dollar loss:

| Incident ID | Date | Description | Dollar loss | Dollar value |
|------------------|---------|---|-------------|--------------|
| 2016-0006334-000 | 8/03/16 | Grass fire 7 MUSKOGEE TURNPIKE, BROKEN ARROW, OK, 74014 | 2 | 100,500 |
| 2016-0006361-000 | 8/04/16 | Brush or brush-and-grass mixture fire 7110 S 273RD AVE, BROKEN ARROW, OK, 74014 | 2 | 150,001 |
| 2016-0006413-000 | 8/05/16 | Special outside fire, other 4623 S 194TH AVE, BROKEN ARROW, OK, 74014 | 101 | 101 |
| 2016-0006424-000 | 8/06/16 | Outside rubbish, trash or waste fire 27520 E 72ND ST, WAGONER COUNTY, OK, 74014 | 2 | 16,000 |
| 2016-0006482-000 | 8/08/16 | Outside equipment fire 2503 W QUINCY CIR, BROKEN ARROW, OK, 74012 | 2 | 2 |
| 2016-0006511-000 | 8/09/16 | Building fire 800 S 27TH ST, BROKEN ARROW, OK, 74012 | 25,000 | 140,000 |
| 2016-0006610-000 | 8/13/16 | Brush or brush-and-grass mixture fire 15088 S 129TH AVE, TULSA COUNTY, OK, 74011 | 2,000 | 2,001 |
| 2016-0006631-000 | 8/13/16 | Outside equipment fire 317 W COMMERCIAL ST, BROKEN ARROW, OK, 74012 | 6,001 | 15,001 |
| 2016-0006648-000 | 8/14/16 | Cooking fire, confined to container 1000 S ELM PL, BROKEN ARROW, OK, 74012 | 1,001 | 130,000 |
| 2016-0006676-000 | 8/15/16 | Outside rubbish, trash or waste fire 18619 E 93RD ST, TULSA COUNTY, OK, 74012 | 2 | 200 |
| 2016-0006792-000 | 8/19/16 | Passenger vehicle fire INTR CREEK TURNPIKE & S OLIVE AVE | 20,300 | 20,500 |
| 2016-0006866-000 | 8/21/16 | Building fire | 60,000 | 200,000 |

Prepared: 9/22/16, 15:45:00

8/01/16 to 8/31/16

Program: FI263L

| Fire incidents with dollar loss: | | | Dollar loss | Dollar value |
|---|---------|---------------------------------------|--------------|--------------|
| 3013 S OAK AVE, BROKEN ARROW, OK, 740120000 | | | | |
| 2016-0006870-000 | 8/22/16 | Building fire | 200,000 | 200,000 |
| 3013 S OAK AVE, BROKEN ARROW, OK, 740120000 | | | | |
| 2016-0007056-000 | 8/28/16 | Special outside fire, other | 2 | 2 |
| 3000 W DETROIT ST, BROKEN ARROW, OK, 74012 | | | | |
| 2016-0007060-000 | 8/28/16 | Brush or brush-and-grass mixture fire | 2 | 250,001 |
| INTR 71ST & S 305TH AVE | | | | |
| 2016-0007125-000 | 8/30/16 | Building fire | 5,500 | 300,000 |
| 904 W FARGO DR, BROKEN ARROW, OK, 74012 | | | | |
| 2016-0007126-000 | 8/30/16 | Building fire | 2,500 | 375,000 |
| 4328 S 197TH AVE, BROKEN ARROW, OK, 74014 | | | | |
| 2016-0007136-000 | 8/31/16 | Passenger vehicle fire | 4,500 | 4,500 |
| 23851 E HIGHWAY 51, BROKEN ARROW, OK, 74014 | | | | |
| Totals: | | | 18 incidents | 326,917 |
| | | | | 1,903,809 |

2. GENERAL CORRESPONDENCE / NOTIFICATION





September 15, 2016

James Suddath
Broken Arrow Fire Department
Broken Arrow, OK

Dear Mr. Suddath,

Congratulations on Broken Arrow Fire Department being selected as a recipient of Saint Francis Hospital Trauma Institute's C.T. Thompson, MD Award for Excellence in Trauma Care. Your facility was chosen for the continued commitment to provide excellent trauma care to your patients and your community.

I would like to invite you and three representatives of your choosing from your facility to be our guest at our 37th Annual Adult & Pediatric Trauma Symposium held on Thursday, September 29, 2016. This year the symposium will be held at the Warren Place Double Tree Hotel located directly across the street from Saint Francis Hospital. In addition, I want to invite you all to attend our speaker's dinner held after the symposium at the Double Tree Hotel. We will present your award at this dinner. The evening event will start with cocktails and hor d'oeuvres at 6:00 p.m. and dinner at 6:30 p.m. Please RSVP to Lee Kingham 918-494-1805 by 09-21-2016.

I have also included some information on Dr. C.T. Thompson, for whom the award is named. Please share this information with staff and again congratulations. I look forward to seeing you at the symposium and the speaker's dinner.

Sincerely,

A handwritten signature in black ink that reads "Phyllis M. Grady, RN, MSN".

Phyllis M. Grady, RN, MSN
Trauma Nurse Clinician
Trauma-Critical Care/Acute Care Surgery
The Trauma Institute
Saint Francis Hospital
Tulsa, Ok 74136
Office: 918-494-1805
Cell: 918-924-7215
Fax: 918-494-4573

C.T. Thompson, MD

Award for Excellence in Trauma Care

The C.T. Thompson Award for Excellence in Trauma Care is given to those individuals who contributed to the care of a patient whose case exemplifies the skill, dedication, compassion and teamwork which is trauma care at its best. The award, inaugurated in 2002, is named for Dr. C.T. Thompson, whose dedication to his patients, to trauma care, and to Saint Francis Hospital has served as an inspiration to a generation of trauma care providers here and across the nation. Early in his surgical career, Dr. Thompson recognized the need for specialized care for patients suffering serious injury. At the time, few surgeons and fewer hospitals had chosen to provide optimal specialized care for trauma's victims. Dr. Thompson was instrumental in developing Saint Francis Hospital as a regional resource for specialized trauma care and in fostering the American College of Surgeons' commitment to improving trauma care nationally. Dr. Thompson served as the national chair of the American College of Surgeons Committee on Trauma, helped to initiate the Advanced Trauma Life Support educational program for physicians, and worked to identify and establish standards for hospitals participating in the care of trauma patients. Now retired from his surgical practice, Dr. Thompson remains a man of wisdom and compassion and an inspiration to those who were fortunate to work with him.



Hooks, Jennifer

From: Spurgeon, Michael
Sent: Friday, September 30, 2016 1:31 PM
To: Wilkening, Beth Anne; Hooks, Jennifer; Schwab, Kenneth; Gale, Russell
Subject: FW: Cox Communications - LFA Notification - Changes to Video Packages

Folks,

FYI...

Michael

From: Allen, Lisa (CCI-Central Region) [mailto:Lisa.Allen@cox.com]
Sent: Friday, September 30, 2016 12:52 PM
Subject: Cox Communications - LFA Notification - Changes to Video Packages

Dear Local Franchising Authority:

This notification is to inform you that effective November 1, 2016, Cox will make changes to its video packages. New Cox customers will no longer have the options of Flex Watch, TV Economy, Flex Watch Latino and TV Economy Latino. Existing customers with these packages will not be impacted by the change.

All of our customers were notified of the new packages 30 days in advance through messages in their bills. If you have any questions, please don't hesitate to reach me at (405) 286-5061 or Robbie.squires@cox.com.

Sincerely,



Robbie Squires
Director, Government Affairs
Cox Communications – Central Region

3. SPECIAL EVENTS / ACTIVITIES



To: Jennifer Hooks, Executive Assistant to the City Manager
From: Candice Killam, Events Coordinator Assistant
CC: Scott Esmond, Kenny Schwab
Date: September 28th, 2016
Re: Notes to Council

UPCOMING EVENTS

Step out for Scleroderma This annual walk event will be taking place at the Chisholm Trail Events Park on Saturday **October 1st**, 2016 from 8:00 am until 2:00 pm. The event is a non-profit organization raising awareness for scleroderma. The walk is an annual event held by the Oklahoma Scleroderma chapter.

Music in the Rough This is a new event that will be taking place at the Central Park Community Centers, Gym 2 and Gym 3 on Thursday **October 6th**, 2016 from 7:00 pm until 9:00 pm. The Northeastern State University Singers will perform a concert of choral music in a non-traditional “rough” space.

2nd Annual Bubble Run This event is a Fun Run and 5K to be held at Northeastern State University Broken Arrow on Saturday **October 8th**, 2016 from 8:30 am until 11:00 am. All proceeds support The Griffin Promise Autism Clinic, a non-profit organization located in Broken Arrow. The event is open to the public and encourages all age groups.

Veterans Challenge- Boy Scout Eagle Project This event is a bicycle ride that will begin and end at Central Park Broken Arrow on **Saturday October 8th**, 2016 with registration starting at 7:00 am and the event ending when the final cyclist returns. The bicycle ride will include three routes, a 30 mile, 50 mile and 90 mile based on the rider’s experience level. The 30 mile fun ride will start in Broken Arrow and travel to Coweta and return to Broken Arrow. The 50 mile route travels from Broken Arrow to Haskell and return to Broken Arrow. The 90 mile route travels from Broken Arrow, Coweta, Haskell, Taft and to the Muskogee Veterans Hospital and return to Broken Arrow. All proceeds will be donated to the Muskogee Veterans Hospital.