

**To:** Honorable Mayor and City Councilors  
**From:** Michael Spurgeon, City Manager  
**Date:** May 25, 2018  
**Re:** Notes to Council

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### **1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION**

- BAPD Calls for Service Report – April 2018
- Utilities Department Monthly Report – April 2018
- Staff memo – Parks and Recreation update

### **2. GENERAL CORRESPONDENCE / NOTIFICATION**

- Press Release – Broken Arrow science students to launch floating wetland
- Staff memo – City Hall signs
  - Photos and specifications of new City Hall signs
- Staff memo – Purple Hearts signs complete

### **3. SPECIAL EVENTS / ACTIVITIES**

- Broken Arrow Playhouse May-June 2018 Newsletter and events announcements

Respectfully submitted,



Michael Spurgeon

clm  
Attachments

# 1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



**To:** Michael Spurgeon, City Manager

**From:** Brandon C. Berryhill, Chief of Police *BCB/41*

**Date:** May 24, 2018

**Re:** **Calls for Service**

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Attached please find:

- BAPD Calls for Service Report – April 2018

:trl

Attachment



# Broken Arrow Police Department April 2018 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
<b>1st Shift (11:15pm - 7:14am)</b>						
Beat 1	8	7	77	32	69	1
Beat 2	16	5	92	36	147	1
Beat 3	4	3	30	13	25	1
Beat 4	12	5	49	12	42	0
Beat 5	1	0	25	8	26	0
Beat 6	3	3	14	4	56	0
Beat 7	6	5	46	13	35	0
Beat 8	3	3	26	4	24	1
Other	1	1	2	1	3	0
	54	32	361	123	427	4
<b>1st Shift average response time per priority</b>						
	<b>Priority 1</b>	<b>Priority 2</b>	<b>Priority 3</b>	<b>Priority 4</b>	<b>Priority 5</b>	<b>Animal Control</b>
Call Received to Dispatch	0:01:23	0:01:19	0:02:17	0:05:48	0:12:30	1:42:01
Dispatch to Arrival	0:03:46	0:04:03	0:05:02	0:07:36	0:05:47	0:14:41
Call Start to Arrival (4/2018)	0:05:09	0:05:25	0:07:18	0:13:35	0:18:27	1:56:42
Call Start to Arrival (4/2017)	0:05:26	0:04:22	0:07:42	0:09:21	0:12:38	2:24:08
<b>1st Shift April Total Calls</b>		1001	(	401	were self-initiated calls)	
<b>Calls for Service</b>						
	<b>Priority 1</b>	<b>Priority 2</b>	<b>Priority 3</b>	<b>Priority 4</b>	<b>Priority 5</b>	<b>Animal Control</b>
<b>2nd Shift (7:15am -3:14pm)</b>						
Beat 1	10	17	153	125	86	27
Beat 2	25	12	163	165	336	19
Beat 3	6	3	47	42	63	152
Beat 4	13	9	113	60	106	27
Beat 5	8	2	35	23	29	12
Beat 6	2	0	24	28	80	3
Beat 7	11	4	106	103	88	44
Beat 8	9	1	42	33	40	20
Other	0	2	2	5	24	1
	84	50	685	584	852	305
<b>2nd Shift average response time per priority</b>						
	<b>Priority 1</b>	<b>Priority 2</b>	<b>Priority 3</b>	<b>Priority 4</b>	<b>Priority 5</b>	<b>Animal Control</b>
Call Received to Dispatch	0:01:14	0:01:05	0:04:16	0:09:59	0:13:57	0:16:14
Dispatch to Arrival	0:05:21	0:04:28	0:07:12	0:09:08	0:09:07	0:14:22
Call Start to Arrival (4/2018)	0:06:35	0:05:30	0:11:43	0:19:16	0:22:57	0:30:13
Call Start to Arrival (4/2017)	0:06:27	0:07:43	0:15:26	0:23:43	0:23:50	0:26:16
<b>2nd Shift April Total Calls</b>		2560	(	1018	were self-initiated calls)	



# Broken Arrow Police Department April 2018 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
<b>3rd Shift (3:15pm - 11:14pm)</b>						
Beat 1	23	26	165	122	139	4
Beat 2	23	12	135	113	399	3
Beat 3	26	6	44	61	45	26
Beat 4	21	9	123	71	98	15
Beat 5	11	5	47	26	41	1
Beat 6	4	1	36	31	98	0
Beat 7	30	11	126	94	107	9
Beat 8	14	5	49	32	35	7
Other	0	0	5	9	16	0
	152	75	730	559	978	65
<b>3rd Shift average response time per priority</b>						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:17	0:01:08	0:05:06	0:14:14	0:14:58	0:04:47
Dispatch to Arrival	0:05:46	0:04:39	0:07:33	0:08:28	0:07:09	0:13:16
Call Start to Arrival (4/2018)	0:07:04	0:05:46	0:12:57	0:23:13	0:22:11	0:17:35
Call Start to Arrival (4/2017)	0:05:54	0:06:30	0:15:51	0:25:47	0:28:09	0:21:21
<b>3rd Shift April Total Calls</b>		2559	(	991	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.



**To:** Michael Spurgeon, City Manager  
**From:** Kenneth D. Schwab, Assistant City Manager-Operations  
**Date:** May 25, 2018  
**Re:** Utilities Department Monthly Report – April 2018

	<b>April 2018</b>	<b>April 2017</b>
<b>Water Treated, Purchased and Distributed</b>		
Water Purchased from Tulsa	0.2 MG	.7 MG
Water – Produced at Verdigris WTP	<u>281.9 MG</u>	<u>293.1 MG</u>
Total	282.1 MG	293.8 MG
 <b>Wastewater Treated</b>		
Lynn Lane Plant	138.7 MG	134.5 MG
Haikey Creek Plant flow from BA	156.8 MG	165.4 MG
Haikey Creek Plant flow from Tulsa	199.3 MG	207.7 MG

**LLWWTP Maintenance Summary-  
David Handy**

1. Digester rehabilitation is nearing completion.
2. Administration building and electrical building had problems with the a/c. Building maintenance was contacted.
3. Cleaned and organized maintenance shop.
4. Belt press had electrical problems. Called AEI for troubleshooting.
5. Plant Manager and Asst. Plant Manager attended training at the annual APWA/OWEA conference.
6. SCADA project has commenced.
7. Headworks Project: wetwell floor has been poured and walls started.
8. Plant Manager attended Defensive Driving training.
9. Belt press feed pump replacement project has commenced.
10. Performed maintenance on facility grounds.

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

**Fats, Oil & Grease (FOG) Program Activities**

**1. Fats, Oil and Grease Program Administration:**

- City Pretreatment staff participated in the 2018 Mayor’s Challenge for Water Conservation which lasted the whole month of April. Mayor Thurmond joined mayors across the nation in asking residents to be more water-wise by making a pledge to change daily habits and perform easy tasks at home to save money, conserve water and energy, and promote water quality in local watersheds. Pretreatment staff visited private

schools and daycare centers and spoke to management about the impact that water conservation has on water quality. Earth Day activity books were distributed for each student. Staff also set up a booth at the Farmer's Market and visited local charities, technical schools and universities handing out water quality brochures and 5-minute shower timers. At the last count, Broken Arrow was in 18<sup>th</sup> place out of about 1000 cities. Final results of the challenge will be released by May 21<sup>st</sup>. This challenge was a wonderful opportunity for Pretreatment staff to speak to the public about water quality and pollution prevention in the home. Broken Arrow did an outstanding job in the challenge and hopefully Mayor Thurmond will take the challenge in years to come.

- Silver Arrow Estates replaced the facility grease interceptor as requested.

## **2. Food Handling Establishment Inspections:**

- City Pretreatment staff performed 27 food handling establishment inspections in the month of April. Staff reviewed manifests for grease interceptor maintenance, inspected the interceptors, and discussed best management practices with management. Establishments with interceptors that were improperly maintained or in need of repair were given 15 days to correct the deficiency. Re-checks were done for non-compliance issues.

## **3. Car Wash Inspections:**

- City Pretreatment staff performed 2 car wash inspections in the month of April. Staff inspected manifests for sand interceptor and oil/water separator maintenance, inspected the interceptors, and discussed best management practices with management. Establishments with interceptors that were improperly maintained or in need of repair were given 15 days to correct the deficiency. Re-checks were done for non-compliance issues. "No Dumping" signs are being distributed to self-service facilities asking the public not to dump motor oil or chemicals into car wash bays. Car wash management is encouraged to contact the City for assistance if they notice anyone dumping something that they shouldn't.

## **Industrial Pretreatment Activities:**

### **1. Industrial Pretreatment Program Administration:**

- The Annual Pretreatment Compliance Inspection was performed by DEQ. DEQ will mail a report of the findings. Components of the inspection are as follows:
  - OPDES Permit - Review of current permit for each wastewater treatment plant. DEQ checks to see that permit analytical requirements are being met. Specifically, that monitoring of the influent and effluent of each wastewater treatment plant for priority pollutants is being performed correctly, at the proper intervals, and meets permit limits.
  - Approved Pretreatment Program Document – DEQ reviews the document to see that the ordinance is being enforced and that the approved procedures are being properly implemented.
  - Technically Based Local Limit Study (TBLL) - DEQ reviews the document to see that industrial wastewater discharge permit limits are being applied correctly.
  - Enforcement Response Plan – DEQ reviews the document to see that the plan is enforced.
  - Lynn Lane Wastewater Treatment Plant – DEQ reviews the annual report that was submitted by the City and does a file review to confirm details listed in the report. The Blue Bell Creameries file was audited this year.



- Haikey Creek Wastewater Treatment Plant - DEQ reviews the annual report that was submitted by the City and does a file review to confirm details listed in the report. The Broken Arrow Powder Coating file was audited this year.
- Pollution Prevention – DEQ asks about programs and procedures that are not federally mandated, but necessary for reducing sanitary sewer overflows. City of Broken Arrow’s pollution prevention efforts include: Food Handling Establishment Best Management Practices, Car Wash Best Management Practices, Automotive Shop Best Management Practices, community involvement and public awareness efforts.
- Pretreatment staff attended Oklahoma Environmental Law Enforcement Training presented by Oklahoma DEQ and Oklahoma State Cooperative Extension Service.

**2. Compliance reports and laboratory analysis:**

- Blue Bell - compliance self-monitoring report and laboratory analysis were received and reviewed. 2 daily as well as a monthly average Biochemical Oxygen Demand violations were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$24,503.12. Surcharges have been suspended until January of 2019 when the consent order issued to Blue Bell by the City of Broken Arrow is complete and Blue Bell begins operation of a pretreatment system. The purpose of the pretreatment system is to bring Blue Bell back into compliance with the wastewater discharge permit limits issued by City of Broken Arrow.
- Unifirst - compliance self-monitoring report and laboratory analysis were received and reviewed. No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$2,288.94 and submitted to the Finance Department.
- Broken Arrow Powder Coating (Location 2) - compliance monitoring report and laboratory analysis were received and reviewed. No deficiencies were noted.
- Comgraphx – process wastewater monitoring from this site has revealed silver above the permitted limit. The results have been progressively lower from one sample to the next. The last sample taken in March was 0.987 mg/L, which is above the 0.5 mg/L limit. Discharge from the silver recovery unit in the film room has stopped until compliance can be determined. A sample taken directly from the other process, screen recovery, revealed silver is below the permitted limit at 0.0118 mg/L. Comgraphx believes the silver is coming from the oil/water separator and is working on correcting the problem. I will provide an update next month.
- Republic Services/Broken Arrow Landfill - compliance monitoring report and laboratory analysis were received and reviewed. No deficiencies were noted. A quarterly sewer bill was calculated based upon the average daily flow reported. A bill was submitted to the Finance Department in the amount of \$377.45 for the months of January, February, and March 2018.
- Lynn Lane Wastewater Treatment Plant - influent and effluent priority pollutant laboratory analysis was received and reviewed. No deficiencies were noted.
- City pretreatment staff performed 21 food handling establishment inspections in the month of March. Staff inspected manifests for grease interceptor maintenance, inspected the interceptors, and discussed best management practices with management. Establishments with interceptors that were improperly maintained or in need of repair were given 15 days to correct the deficiency. Re-checks were done for non-compliance issues.

## **UTILITIES DISTRIBUTION/COLLECTIONS MAINTENANCE SUMMARY**

### **WATER DISTRIBUTION – Jerry Hanewinkel**

1. New Taps and Meters set-50
2. Responded to 763 Call Okie Line Locates
3. Replaced 61 meters
4. Repaired or Replaced 47 meter boxes and valve boxes
5. Meter leak repairs done-2
6. Responded to 40 water leak calls
7. Distribution Main Leaks repaired-9
8. Replaced 31 Curb Stops
9. Valve truck crew exercised 91 valves for the month, bringing the total to 363 for 2018
10. Service Crossings Installed-3
11. Responded to 147 water system service requests
12. Fire Hydrants Repaired-10
13. Fire Hydrants Replaced-2
14. Fire Hydrants Painted-44
15. Cleaned and restored 15 yards after water line repairs were done
16. Valve Repaired, Replaced or Installed-2
17. Flushed 44 main lines to address water quality issues
18. Checked 17 auto flushers in service
19. Inspected 767 fire hydrants in preparation of painting
20. Upgraded irrigation tap and meter from 1" to 2" at Veteran's Park for the Parks Department
21. Relocated 1 ½" meter for Berwick HOA at 6301 W Austin St.

### **SEWER COLLECTION- David Marlow**

1. Service requests calls-53
2. Sewer line locates done-59
3. Sewer line blockages relieved-20
4. Stand-by and night crew responded to 11 sewer calls
5. Manholes cleaned /raised/repaired-8
6. Sewer line cleaned-11,790 ft.
7. Sewer lines repaired/replaced/installed-51 ft.
8. CCTV inspections done-1,015 ft.
9. Sewer lines root cut-490 ft.
10. Sinkholes inspected-2
11. Clean ups done at 9 locations after repairs to sewer lines were done
12. Sanitary Sewer Overflows (SSO's) reported to ODEQ for the month-8

### **BOOSTER AND LIFT STATIONS**

1. Routine station visits (29 lift stations and 4 booster stations)-598
2. Check valves/pumps cleaned at 5 stations
3. Wet wells cleaned using vacor truck-0
4. Pump station maintenance and repairs done-17
  - Old Adams Creek-rebuilt pump unit #1
  - Old Adams Creek-pulled pump #2A and replaced rotators
  - South Park South-pulled trash from #2 pump
  - ISSC-pulled trash from #2 & #3 pumps
  - ISSC-removed and replaced broken bolts on #1 pump
  - The Greens-called Addco to repair trans switch
  - ISSC-replaced flapper valve on #1 pump

- Stonehorse-replaced all vacuum bowels
- Old Adams Creek-cleaned rotating assembly
- Adams Creek North-cleaned check valve on pumps #1, 2 and 3
- Cambridge-AEI replaced 3 way valve
- Adams Creek North-replaced wear plate on #3 pump
- The Greens-completed installing bypass
- ISSC-completed installing bypass
- Adams Creek North-rebuilt 10” pump unit

### **METER READING – Derriel Bynum**

1. Replaced Meters-82
2. Placed Door Hangers for bad checks-65
3. Turn Ons for nonpayment-278
4. Turn Offs for nonpayment-344
5. New Account Service Initiated-464
6. Accounts Finaled-463
7. Read 38,435 Meters
8. Construction Meters Set-6
9. Rereads/Leak Tests-60
10. Meter boxes replaced-33
11. Meter lids replaced-3
12. Resident Request to Check Meter-5
13. Misreads-20 verified
14. Met with residents to discuss their high bill/water usage concerns-4
15. Meters pulled-6
16. Meter stop replaced-3
17. 7” meter riser replaced-10
18. UMEChambers replaced-19

#### **AMR PROJECT-**

- Retrieved water use history from 8 AMR radio devices and provided the 90 day graphs to the customers.
- AMR antennas replaced-3
- AMR registers replaced-3

### **UTILITIES CONSTRUCTION – Tommy Kimbrough**

1. 17901 E. 131<sup>st</sup> St-removed and plugged old 18” sewer line that was washed away during storm.
2. 1st & Greeley (WL 1805)-spot digging 24” line
3. 1st and Freeport (WL1805)-spot digging old 4” line
4. Police down range (173002)-installed 795’ of 6” C-900 water pipe
5. Service Line/Meter Leak-2
6. Line locates-30

### **WATER QUALITY- Diana Flora**

1. Flushed dead end water lines at 40 locations.
2. Tested chlorine levels near auto flushers to verify all are working, 17 total.
3. 10 dirty water calls, about 268,750 gallons of water flushed to improve water quality.
4. Collected 100 Bac-T samples and 2 chlorine (am/pm) daily for the monthly WTP reporting.
5. Distribution system-11 parameter testing at 13 locations every two weeks.
6. Total gallons flushed to improve water quality in April; 4,145,188 gallons.

## **VERDIGRIS WTP – Jimmy Helms**

1. Installed new 15 ft. power cord on brine sump pump
2. Replaced both O-rings and installed a new 2" valve on Hypo transfer line going into the West tank
3. Installed new pulsation damper on Chlorine metering pump #2
4. Installed rebuilt feed pump on LAS #3
5. Installed rebuild kit on degassing valve for sodium hypo discharge line
6. Installed 2 new air relief valves on CIP transfer pumps
7. Relocated ACH sump pump outlet
8. Removed abandoned CPVC piping in fluoride containment area.
9. Removed and rebuilt Fluoride transfer pump #2.
10. Relocated the sump pump receptacle in the brine containment area
11. Replaced overload in #1 LAS Transfer pump.
12. Rescaled level meter on permanganate day tank
13. Installed pipe brackets and reinstalled caustic suction pipe for CIP transfer pumps
14. Installed new EPDM seals in caustic Y strainer, reinstalled piping system
15. Replaced 1" CPVC isolation valve on caustic CIP Transfer pump B.
16. Re-torqued flange bolts on west LAS bulk tank manway.
17. Replaced cracked and leaking valves on sodium hypo panel.
18. Corrected SCADA control issues.
19. LAS #1 Transfer pump now works in auto and manual control.
20. PID tuning adjustments were made in programming for Fluoride metering pumps.
21. Switched relay wires on fluoride metering pump #2 so leak alarm would clear.
22. Configured and installed HMI in PLC cabinet
23. Replaced ½" union on eyewash station north of chlorine panel.
24. Replaced lower hose and male cam lock fitting on chlorine metering pump #2
25. Lubed front gate chain
26. Finished checking alarm configurations on pre-sedimentation basin and raw water pump station
27. Labeled all of the PALL breakers in the VFD with the Equipment ID #.
28. Repaired 6" CIP line
29. Safety Meeting on April 25<sup>th</sup> over eye and chemical safety.
30. Hosted 'South Central Membrane Association' conference April 10<sup>th</sup>
31. April 17<sup>th</sup> fluoride system operational and online, final inspections/repairs completed
32. Installed new VFD for membrane feed pump #5

**To:** City Council Members and Michael Spurgeon  
**From:** Thor Rooks  
**CC:** Scott Esmond  
**Date:** May 25, 2018  
**Re:** Notes to Council – Parks and Recreation Department

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- This Friday, Saturday and Sunday, there will be a total of 33 State Cup/Presidents Cup tournament games (soccer) played on the west side of Indian Springs Sports Complex.
- Community Centers and Nature Center will be closed Monday, May 28<sup>th</sup> for Memorial Day.
- Splash Pads are now operational and ready for use. Splash pads are operated daily from 8:00am to 8:00pm.
- The Farmers Market at the Rose District Plaza is this Saturday from 7:00am to 12:00pm.
- The National Take Me Fishing day is scheduled for June 2<sup>nd</sup> at the Anderson Pond located at the Special Events Park. Come out between 8:00am to 12:00pm for a free day of fishing, no fishing license required.
- The Public Swimming Pools are scheduled to open June 2<sup>nd</sup> for the 2018 summer season

## 2. GENERAL CORRESPONDENCE / NOTIFICATION



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**PRESS RELEASE**

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

**Contact: Charlie Hannema**  
Director of Public Relations  
Broken Arrow Public Schools  
Phone: 918.259.5789  
Mobile: 918.710.5055

## **Broken Arrow science students to launch floating wetland**

*Joint City, Schools effort provides training ground for students*

**Broken Arrow, Okla. (5/21/2018)** – Broken Arrow High School students will launch a sustainable floating wetland during a 1 p.m. ceremony on Wednesday, May 23 at Tiger Creek Nature Park as part of a continuing partnership with the City of Broken Arrow.

Last fall, the City of Broken Arrow and Broken Arrow Public Schools announced an innovative partnership to turn a detention pond across from the high school into an outdoor science classroom, which will ultimately improve water quality for that watershed.

Since then, students working with City staff have created an iconic floating wetland designed in the shape of the Broken Arrow Schools “BA” logo.

“Having an outdoor amenity accessible to our students provides opportunities for hands-on engagement in critical STEM (science, technology, engineering and mathematics) areas, particularly dealing with ecological systems, environmental sustainability and water quality,” said Donna Gradel, 2018 Oklahoma Teacher of the Year and environmental sciences teacher at BAHS. “It also creates avenues for students to collaborate in solving real-world problems in their local community with expert mentors from the City of Broken Arrow and other professionals.”

The floating wetland measures approximately 80 feet by 30 feet and is believed to be the largest in the state of Oklahoma. Several local businesses have generously donated materials. Advanced Drainage Systems, Inc. donated all of the PVC pipe and fittings, the Metropolitan Environmental Trust’s recycling center in Broken Arrow provided 800 2-liter bottles to help provide buoyancy and GNC Concrete provided the concrete pipe used for anchorage. Additionally, plants were provided by Grogg’s Green Barn and split from other City of Broken Arrow watersheds.

“We want to create something that is useful for the students at Broken Arrow High School and beneficial to the public in general, while at the same time fulfills our obligation as a City to control stormwater runoff and protect property within the watershed,” said Broken Arrow Assistant City Manager Kenny Schwab.

*(Continued)*

The mission of this project is to improve water quality by using wetland plants that will absorb the phosphates and nitrates from fertilizer runoff that cause algae blooms. Those plants will also add oxygen to the water and will eventually provide habitats for fish to spawn under.

“This is likely one of the largest collaborative projects between a community and a high school in the country,” said Broken Arrow Public Schools Superintendent Dr. Janet Dunlop. “We are so proud of our students for their dedication and incredibly grateful to our city leaders for their constant support.”

**What:** Floating wetland launch event  
**When:** Wednesday, May 23 at 1:00 p.m.  
**Where:** Detention facility off Albany (61<sup>st</sup>) Street between 9<sup>th</sup> and 23<sup>rd</sup> Streets  
Just north of Broken Arrow High School (1901 E. Albany St.)

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*INTEROFFICE MEMO*

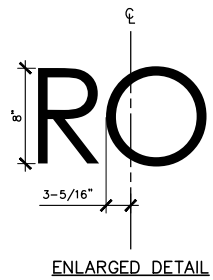
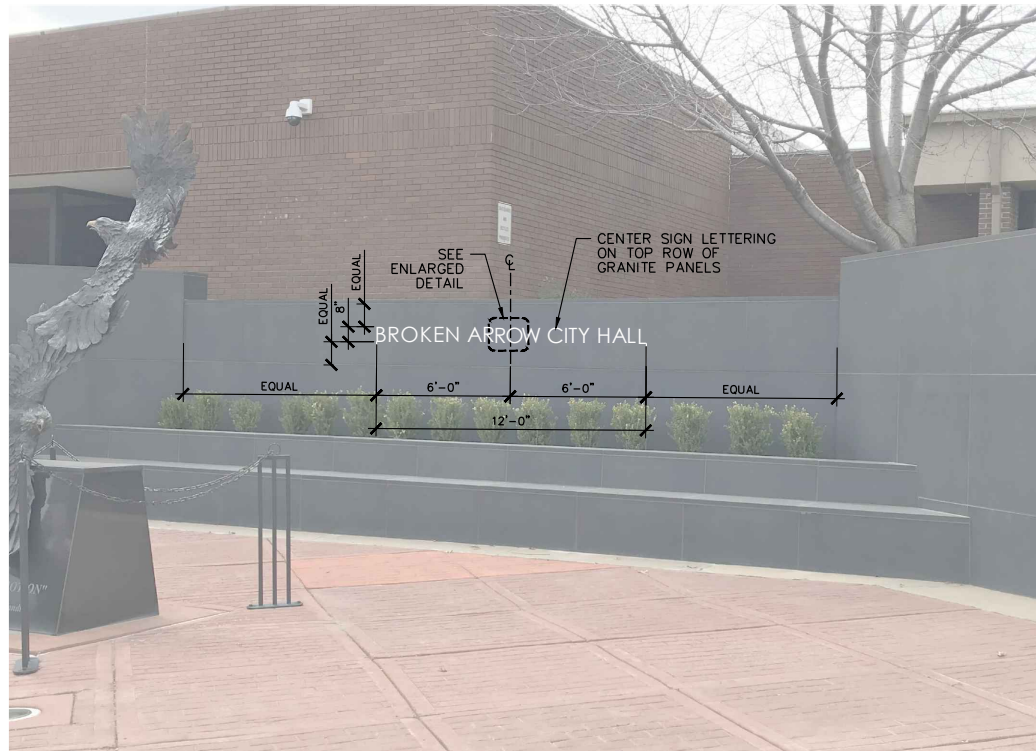
**To:** Honorable Mayor and City Councilors  
**From:** Russell Gale, Assistant City Manager - Administration  
**Date:** May 25, 2018  
**Re:** City Hall Signs

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Councilmembers:

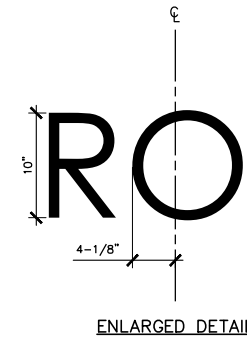
Attached please find a rendering of new signage that will be installed at City Hall and the Human Resources Building located east of City Hall. The signs will replace the existing wrought iron signs that are located around the City Hall complex. The existing signs are obsolete as the directional information is obsolete and no longer necessary. They are also unattractive. The new lettering will be completed this summer. If you have any questions please let me know.

Russell Gale  
Assistant City Manager – Administration



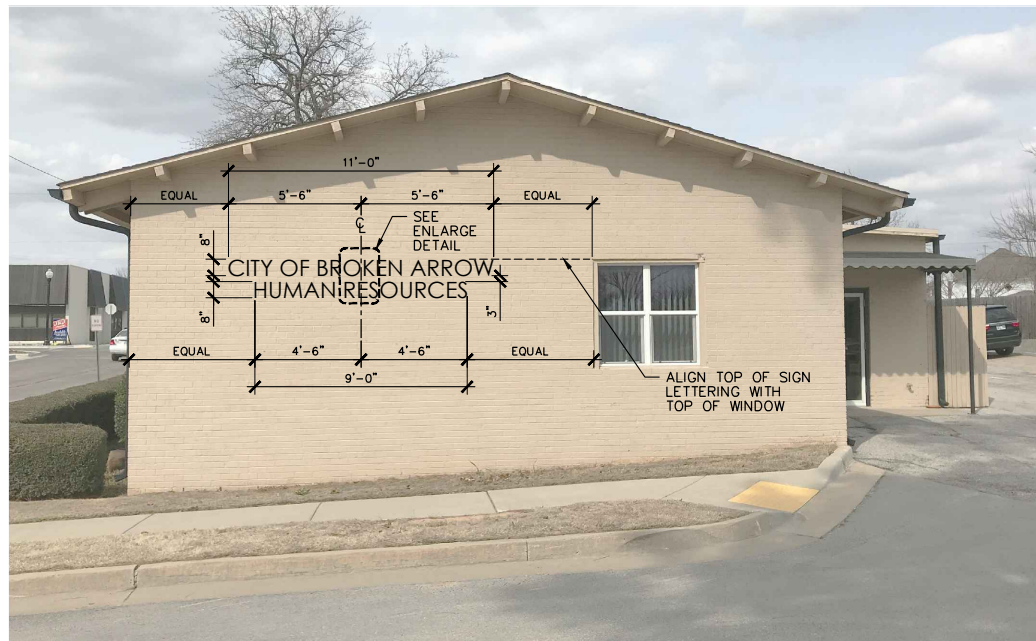
NOTES:  
1. EXISTING WALL FACADE IS GRANITE PANELS.

**A** ELEVATION: SIGNAGE A  
NOT TO SCALE



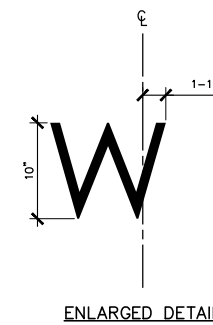
NOTES:  
1. EXISTING WALL FACADE IS BRICK.

**B** ELEVATION: SIGNAGE B  
NOT TO SCALE



NOTES:  
1. EXISTING WALL FACADE IS BRICK.

**C** ELEVATION: SIGNAGE C  
NOT TO SCALE



NOTES:  
1. EXISTING WALL FACADE IS BRICK.

**D** ELEVATION: SIGNAGE D  
NOT TO SCALE

DATE	REVISIONS



**R.L. SHEARS COMPANY, P.C.**  
Landscape Architects  
1522 SOUTH CARSON AVENUE  
TULSA, OKLAHOMA 74119  
TEL 918.582.0612 FAX 918.582.0613  
EMAIL: rlshears@rlshearsco.com  
CA #1759, EXPIRES 06.30.2019

**SIGNAGE LAYOUT DETAILS**

SCALE:	DESIGN	DATE	DRAFTED	DATE
HORZ. -	RLS	04/25/18	SKR	04/25/18
VERT. -	REVIEWED	DATE	APPROVED	DATE
DRAWING NAME:	RLS	04/25/18	RLS	04/25/18
SHEET L4	PROJECT NO.			181712



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*INTEROFFICE MEMO*

**To:** Honorable Mayor and City Councilors  
**From:** Jennifer Hooks, Community Relations Liaison  
**Date:** May 25, 2018  
**Re:** Purple Heart Signs Complete

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In August 2017, Broken Arrow officially became a “Purple Heart City”. The City Council approved resolutions in March and May requesting the installation of Purple Heart signs on the Broken Arrow Expressway and the Creek Turnpike. The City’s sign shop created the signs, and the installation was completed by the Oklahoma Department of Transportation and the Oklahoma Turnpike Authority. The first set of signs was installed in April, and the second set of signs was installed this week on the Creek Turnpike.

Thank you for your continued support of the men and women of Broken Arrow who have served our country.



Respectfully submitted,


Jennifer Hooks

### 3. SPECIAL EVENTS / ACTIVITIES



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**From:** Broken Arrow Community Playhouse **Sent:** Tuesday, May 15, 2018 2:10 PM  
**Subject:** May / June 2018 Newsletter

  
**BROKEN ARROW COMMUNITY  
PLAYHOUSE**

**Presents**


**“Over the River and Through the  
Woods”**

***A comedy by Joe DiPietro***

Tickets are on sale now at  
[www.bacptheatre.com](http://www.bacptheatre.com) or  
Call our Box Office 918-258-0077 to  
reserve your seats today!  
Lower Level \$18 Balcony Level \$13.

The Broken Arrow Community Playhouse is excited to present the Dramady **“Over the River and Through the Woods”** by Joe DiPietro. **June 8, 9 and 10, 15, 16, 17 2018. Fridays and Saturdays at 7:30 PM Sundays at 2 PM** here at the playhouse located at 1800 S. Main Street in Broken Arrow.

The title of the play *Over the River and Through the Woods* reminds you of a song you sing around Thanksgiving and Christmas, bringing back memories of family get-togethers during happy times. The love of family is the theme that runs throughout this warm-hearted comedy. Nick is a single, Italian-American guy from New Jersey. His parents retired and moved

  
**BROKEN ARROW  
COMMUNITY PLAYHOUSE**

1800 S. Main St.  
Broken Arrow, OK 74012  
(918)258-0077

[bacptheatre@aol.com](mailto:bacptheatre@aol.com)

Hours:Tues.-Fri 10:00 AM-2:00 PM

BACKSTAGE BRIEFING

MAY/JUNE 2018

Visit our Website  
and Join Us on Facebook!

<http://bacptheatre.com>

<https://www.facebook.com/bacptheatre>

  
**IN THIS ISSUE:**

**\* OVER THE RIVER  
AND THROUGH THE  
WOODS**

**\* AUDITIONS  
GOD OF CARNAGE  
SUMMER ALA CARTE**

to Florida. That doesn't mean his family isn't still in Jersey. In fact, he sees both sets of his grandparents every Sunday for dinner. These dinners are governed by the three "F's" – Family, Faith and Food. This is routine until he has to tell them that he's been offered a dream job. The job he's been waiting for—marketing executive—would take him away from his beloved, but annoying, grandparents. He tells them. The news doesn't sit so well. Thus begins a series of schemes to keep Nick around. How could he betray his family's love to move to Seattle, for a job, wonder his grandparents? Well, Frank, Aida, Nunzio and Emma do their level best, and that includes bringing to dinner the lovely—and single—Caitlin O'Hare as bait...we won't give the ending away here.

Todd Campbell directs this star studded (to us anyway) cast. You last saw Todd on the BACP stage in the hilarious "A Tuna Christmas." He has brought together our award winning *Gin Game* team of Tom Berenson and Karyn Lee Maio along with Brian Shoop, Barbara Murn, Harley Cartee and Rebekah Biles. We hope you can join us in June, This cast is certain to make you laugh, make you cry and head home to hug your family. Patrons from our Summer 2016 fund raising performances gave high praise to this phenomenal cast saying things such as; "Broadway quality!" "I forgot I was watching a play!" and "One of the best shows I have ever seen." Please join us in June to enjoy a wonderful show.

**More information for this production can be obtained by calling the BACP at 918-258-0077. The BACP is located in The Main Place at 1800 S. Main in downtown Broken Arrow.**

**"Over the River and Through the**

**\* A CHRISTMAS ROSE INVITATION TO PERFORMERS!**

**\* ICE MAKER WISHES**

**\* LIGHT IT UP! FUNDRAISER**

**\* 2018 -2019 SEASON ANNOUNCED!**

**Old Situations  
New Complications**

**OUR 39th SEASON**



**DADDY'S DYIN'  
WHO'S GOT THE WILL  
October 12-21, 2018**



**A WINTER ROSE CHRISTMAS  
DECEMBER 7-16, 2018**



**THE COMPLETE WORKS OF  
WILLIAM SHAKESPEARE  
ABRIDGED  
FEBRUARY 8-17,2019**



**STEEL MAGNOLIAS**

**Woods” is produced by arrangement with Dramatists Play Service, Inc. New York, NY.** The BACP would like to thank **Landmark Business Systems** and **Arkansas Valley Bank** for their generous sponsorship of the 2017-2018 Season. The Broken Arrow Community Playhouse is a member of the Oklahoma Community Theatre Association and the American Association of Community Theatre.

APRIL 5-14, 2019

  
**GODSPELL**  
**JUNE 7-16, 2019**


  
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(918) 258-0120

[www.landmarksys.com](http://www.landmarksys.com)



**Over the River and Through the Woods**

 **Friday June 8, 2018 to Sunday June 17, 2018** Nick is a single, Italian-American guy from New Jersey. His parents retired and moved to Florida. That doesn't mean his family isn't still in Jersey. In fact, he sees both sets of his grandparents every Sunday for dinner. This is routine until he has to tell them that he's been offered a dream job. The job he's been waiting for—marketing executive—would take him away from his beloved, but annoying, grandparents. He tells them. The news doesn't sit so well. Thus begins a series of schemes to keep Nick around. How could he betray his family's love to move to Seattle, for a job, wonder his grandparents? Well, Frank, Aida, Nunzio and Emma do...



**OPEN AUDITIONS! June 10, 2018 6:00 PM**

**“God of Carnage”**

**Yasmina Reza, translated by Christopher Hampton**

The Broken Arrow Community Playhouse is holding auditions for **“God of**

***Carnage*** by **Yasmina Reza**, translated by **Christopher Hampton** on **Sunday June 10, 2018 at 6 PM** at the Playhouse located at 1800 S. Main Street in Broken Arrow.

Co-directors Tim Welch and David Watson are seeking four actors for our summer ala carte fundraising production of "God of Carnage" Auditions are open and will include cold readings from the script. We are looking for 2 men and 2 women age range 30's to 50's. Resumes and Photos not required but helpful. Audition Form available on the Call Board page of the web site. <http://www.bacptheatre.com>. Performance dates will be August 10, 11, 12, 17, 18, 19, 2018, Fridays and Saturdays at 7:30, Sundays at 2:00.

### Synopsis:

A playground altercation between eleven-year-old boys brings together two sets of Brooklyn parents for a meeting to resolve the matter. At first, diplomatic niceties are observed, but as the meeting progresses, and the rum flows, tensions emerge and the gloves come off, leaving the couples with more than just their liberal principles in tatters.

Winner of the 2009 Tony Award. "streamlined anatomy of the human animal... delivers the cathartic release of watching other people's marriages go boom. A study in the tension between civilized surface and savage instinct, this play is itself a satisfyingly primitive entertainment." —NY Times. "Elegant, acerbic and entertainingly fueled on pure bile. It's Reza's sharpest work since 'Art'." — Variety. "Brutally entertaining...in another of Christopher Hampton's exquisite translations, [Reza] cannily manipulates social observations that appeal to vast audiences and creates characters that bring out the best in actors." —NY Newsday. "Reza has established herself as a master [of] magnificently constructed plays." —Entertainment Weekly.

### Character Descriptions

**Michael Novak**-Veronica's husband, Owner of a Wholesale company, initially congenial and welcoming, his uncouth and racist nature is slowly revealed.

**Veronica Novak**-Michael's wife and mother of Henry. A writer and cultural anthropologist who at first seems like the most benevolent of the bunch. She pictures herself as the queen of social conscience and common courtesy, but shows herself to really be judgmental and domineering.

**Alan Raleigh**- Annette's husband. Corporate Lawyer who is openly rude and frequently interrupts the meeting by taking phone calls. Shows himself to be sexist and always acts in his own self-interest.

**Annette**- Wife of Alan and mother of Benjamin. Presents herself as an elite member of the one percent with a career in wealth management. Neglected by her husband due to his preoccupation with work, her self-confidence has been



eroded and she is constantly on the verge of a panic attack.

More information for this production can be obtained by calling the BACP at 918-258-0077. The BACP is located in The Main Place at 1800 S. Main in downtown Broken Arrow. "God of Carnage" is **produced by special arrangement with Dramatists Play Service, Inc. New York, NY**



## THANK YOU!

We would like to say a huge THANK YOU to all who have donated to our Light it Up! Campaign so far! We have raised from Corporate Donations, Individual Online Tip Jar Donations, Lobby Cash Donations and Foundation Grants a total of \$25,139.85 of our \$70,000.00 Goal.

Thanks to your generosity we have purchased the first of our Lighting upgrades which were delivered and installed in time for "Happy Days: A New Musical" , our tech crew were buzzing around here like kids in the candy store!

ETC Colorsource CS40 Light Board  
4 - Elation FUZ035 Par Moving Head Luminaire  
2 - Elation FUZE Wash Z120 Wash w/Zoom  
Cabling, Connectors and Training for the use of the equipment.

2-SIXBAR 1000  
2 LED-Elation-LED Strip Light Six Bar 500

We are currently getting estimates and the proper approvals to get new signage on the front of our building so that we will have a more recognizable

presence on Main Street

The Campaign continues, with many more upgrades and improvements to make so if you or your business would like to help us in our endeavors to bring you the best community entertainment in Broken Arrow you may use the Donate Now link below or send your checks to:  
The Broken Arrow Community Playhouse  
Light It Up! Campaign  
P.O. Box 452  
Broken Arrow, OK 74013

**LIGHT IT UP!**

The BACP has started a fundraising campaign to replace and improve our theater lighting system. All monies raised will go to new LED technology including, but not limited to, new lighting fixtures, movable truss hanging system, and a high end programmable light board. Several benefits of a new system, aside from superior capabilities for lighting our performances, include ease of operation, safety, and electricity and air conditioning cost saving. Educational opportunities will be shared with other venues interested in LED lighting projects, as BACP will be the first fully LED outfitted theatre in the area. We hope you can help us meet the goal of...



**BROKEN ARROW COMMUNITY PLAYHOUSE  
2018-2019 SEASON ANNOUNCED  
"Old Situations, New Complications"**

The Broken Arrow Community Playhouse is gearing up for yet another great season we are sure will provide audiences with an abundance of laughter, a few misty eyed moments and moments of awe and wonder at the resiliency of the human spirit.



***Daddy's Dyin' Who's Got the Will?***

\* Audition Date 8/19/18

\*Performance Dates October 12, 13, 14,19,20,21 2018

Del Shore's play follows a dysfunctional Southern family as they squabble among themselves over the family fortune. Daddy, the patriarch of this large family is reaching the end of life's journey as his health and energy slip away and he watches midget wrestling on a television that isn't even turned on. Daddy's children have all returned to the family home, ostensibly to show their support in their father's final hours, but mainly because they're eager to know how Daddy's estate will be divided.

As the siblings and their companions bicker, Daddy announces that he can't remember where he put his will, leading to a frantic search.



## *A Winter Rose Christmas*

\* Performance Dates December 7, 8, 9, 14, 15, 16, 2018

A showcase of the very talented youth and children of Broken Arrow ... singing and dancing to our favorite holiday tunes – Storytelling, fun skits, audience sing-along, and a visit from Santa. A wonder-filled show for the whole family. (The Winter Rose blooms bravely autumn through spring, often even in the snow.)



## The Complete Works of William Shakespeare Abridged

\*Audition Date 12/09/18

\*Performance Dates February 8, 9, 10, 15, 16, 17, 2019

An irreverent, fast-paced romp through the Bard's plays, **The Complete Works of William Shakespeare (abridged)** was London's longest-running comedy having clocked a very palpable nine years in London's West End at the Criterion Theatre!

Join these madcap men in tights as they weave their wicked way through all of Shakespeare's comedies, histories and tragedies in one wild ride that will leave you breathless and helpless with laughter.



## *Steel Magnolias*

\*Audition Date 2/10/19

\*Performance Dates April 5, 6, 7, 12, 13, 14, 2019

The story is set in Truvy's beauty salon in Chinquapin, Louisiana, where all the ladies who are "anybody" come to have their hair done. Helped by her eager new assistant, Annelle, the outspoken, wise-cracking Truvy dispenses shampoos and free advice to the town's rich curmudgeon, Ouiser, an eccentric millionaire, Miss Clairee, who has a raging sweet tooth; and the local social leader, M'Lynn, whose daughter, Shelby (the prettiest girl in town), is about to marry a "good ole boy." Filled with hilarious repartee and acerbic but humorously revealing verbal collisions, the play moves toward tragedy when the spunky Shelby risks a diabetic pregnancy and forfeits her life. The sudden realization of their mortality affects the others, but also draws on the underlying strength—and love—which gives its characters the special quality to make them truly touching, funny and marvelously amiable company in good times and bad.



## Godspell

\*Audition Date 4/14/19

\*Performance Dates June 7, 8, 9, 14, 15,16,2019

At the behest of John the Baptist, young men and women forsake their jobs and take up the mantle of Jesus Christ -- becoming his disciples -- in a musical retelling of the Gospel of Matthew set in modern-day New York City. Using song and dance, the apostles traverse the city, spreading Christ's message of love and tolerance as the time moves ever closer to his betrayal at the hands of Judas and, ultimately, his crucifixion.

### SEASON TICKETS ON SALE NOW!

Our Season Tickets both Series Tickets and Flexible Coupon Subscriptions are still the best value for your pocketbook!

Individual ticket prices for Lower Level seats are \$18 each  
Balcony seating \$13 each.

Early Bird Season tickets are \$65 until September 30, 2018  
October 1, 2018 and after \$75.

You save BIG this year by purchasing Season Tickets! Early Bird averages out to \$13 per ticket, a savings of \$5 per ticket!

Flexible Coupon purchasers will receive five coupons that can be used however you wish, whether it be all in one show or one for each of our five shows or any combination you desire. Series Ticket purchasers choose the dates they wish to attend and where they like to sit and they will receive the actual tickets to those shows instead of the flexible coupons. Should you ever not be able to attend a pre-selected performance just call the Box Office to arrange for an alternate date and present your Series Ticket at the Box Office on new date and exchange them for the new tickets. The Box Office cannot guarantee you the same seats on an alternate date but will seat you as close as possible to your preferred seating choice. Current Series subscribers have until July 15th 2018 to renew and lock in their current seating. The Season Ticket holders of both types also have the option of purchasing add on tickets to any show during the season for \$13 each should you wish to bring guests with you to the theater.

For our current Series Subscribers, your current seating will be saved for you until July 15, 2018 so be sure to renew before then to retain your current seats.

Season Tickets may be purchased by calling our Box Office Tuesday through Friday from 10 AM to 2 PM after April 1, 2018 or by using the order form available on the Tickets and More section our website [www.bacptheatre.com](http://www.bacptheatre.com) and mailing your check to BACP P.O. BOX 452, Broken Arrow , OK 74013.



Broken Arrow Community Playhouse uses [Vendini](#) for ticketing, marketing, and box office management.

Broken Arrow Community Playhouse - 1800 S. Main St., Broken Arrow, OK, 74012, (918) 258-0077  
Vendini, Inc. - 660 Market Street, San Francisco, CA, 94104, 1 (800) 901-7173