

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: October 26, 2018
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- BAPD Calls for Service Report – September 2018
- Parks Department Monthly Report – September 2018

2. GENERAL CORRESPONDENCE / NOTIFICATION

- Press Release – City Council members dismissed as defendants in medical marijuana lawsuit

3. SPECIAL EVENTS / ACTIVITIES

- N/A

Respectfully submitted,



Michael Spurgeon

clm
Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



INTEROFFICE MEMO

To: Michael Spurgeon, City Manager

From: Brandon C. Berryhill, Chief of Police *BCB 14*

Date: October 23, 2018

Re: **Calls for Service**

Attached please find:

- BAPD Calls for Service Report – September 2018

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Attachment



Broken Arrow Police Department September 2018 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
1st Shift (11:15pm - 7:14am)						
Beat 1	9	8	126	24	50	0
Beat 2	10	2	74	30	129	0
Beat 3	8	5	35	24	41	0
Beat 4	7	4	51	19	43	0
Beat 5	4	1	18	9	24	0
Beat 6	3	0	19	9	48	0
Beat 7	8	6	62	14	48	0
Beat 8	2	1	30	14	47	0
Other	0	0	3	2	5	0
	51	27	418	145	435	0
1st Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:00:56	0:01:14	0:02:50	0:03:47	0:06:48	0:00:00
Dispatch to Arrival	0:05:08	0:03:54	0:05:29	0:06:25	0:06:06	0:00:00
Call Start to Arrival (9/2018)	0:06:05	0:05:09	0:08:31	0:10:14	0:11:50	0:00:00
Call Start to Arrival (9/2017)	0:05:33	0:04:24	0:06:26	0:14:27	0:09:23	3:18:44
1st Shift Sept. Total Calls		1091	(471	were self-initiated calls)	
Calls for Service						
Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
2nd Shift (7:15am -3:14pm)						
Beat 1	17	9	170	108	87	15
Beat 2	17	5	272	161	348	11
Beat 3	9	6	71	36	58	104
Beat 4	8	5	130	65	147	30
Beat 5	9	1	51	37	30	8
Beat 6	2	0	35	34	93	14
Beat 7	31	9	116	93	79	32
Beat 8	9	4	35	32	46	12
Other	1	0	3	5	11	4
	103	39	883	571	899	230
2nd Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:16	0:01:09	0:03:27	0:06:58	0:10:23	0:15:03
Dispatch to Arrival	0:05:48	0:06:00	0:07:01	0:08:57	0:07:47	0:14:51
Call Start to Arrival (9/2018)	0:07:05	0:07:12	0:10:38	0:16:03	0:17:42	0:29:59
Call Start to Arrival (9/2017)	0:06:16	0:07:48	0:12:28	0:18:32	0:17:46	0:43:55
2nd Shift Sept. Total Calls		2753	(1144	were self-initiated calls)	

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

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

By: Aleisha Wickersham



Broken Arrow Police Department September 2018 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
3rd Shift (3:15pm - 11:14pm)						
Beat 1	28	23	227	120	131	3
Beat 2	26	15	239	125	381	4
Beat 3	23	6	75	77	67	9
Beat 4	28	6	127	77	103	7
Beat 5	10	2	50	28	26	1
Beat 6	7	2	55	30	100	1
Beat 7	31	8	163	100	114	3
Beat 8	12	2	54	29	27	5
Other	1	0	11	7	16	2
	166	64	1001	593	965	35
3rd Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:20	0:01:15	0:07:32	0:15:01	0:17:43	0:11:23
Dispatch to Arrival	0:05:23	0:05:33	0:07:07	0:08:09	0:06:11	0:17:04
Call Start to Arrival (9/2018)	0:06:46	0:06:50	0:15:00	0:22:53	0:23:50	0:30:29
Call Start to Arrival (9/2017)	0:06:24	0:05:52	0:13:53	0:19:49	0:19:23	0:25:19
3rd Shift Sept. Total Calls		2889	(1165	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.

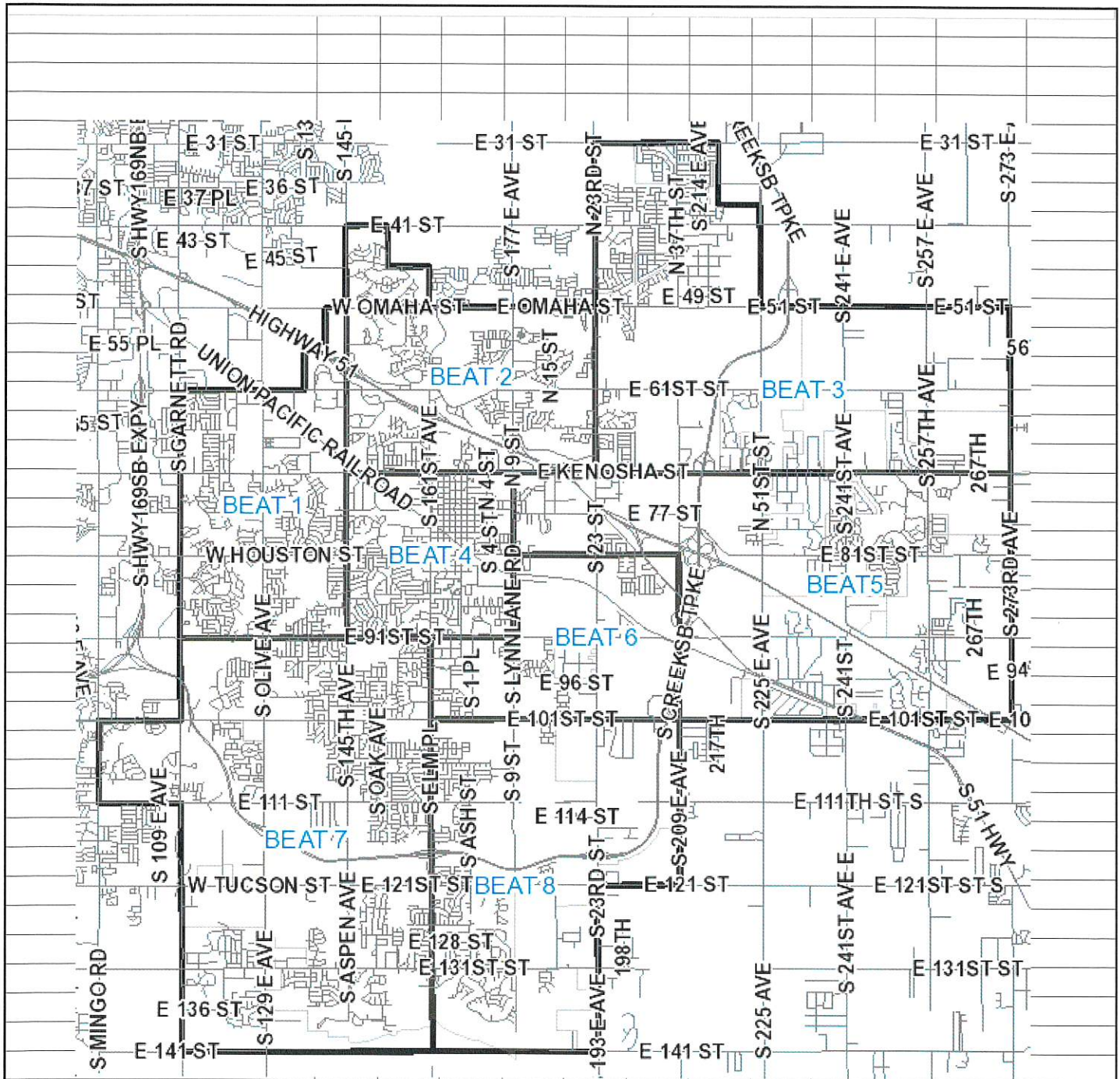
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By: Aleisha Wickersham



Broken Arrow Police Department September 2018 Calls For Service



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

By: Aleisha Wickersham

To: Kenneth Schwab, Assistant City Manager - Operations

From: Scott Esmond, Parks and Recreation Director



CC: Jennifer Hooks, Crickett Moore

Date: October 23, 2018

Re: September 2018 Monthly Report

Please find enclosed the September 2018 Monthly Report for the Parks and Recreation Department.

Please contact Scott Esmond if you have any questions at x7442.

Encl: September 2018 Monthly Report



Parks and Recreation Department September 2018 Monthly Report

DIRECTOR - PARKS AND RECREATION

- No report.

BATTLE CREEK GOLF CLUB (BCGC)

GENERAL

- Rounds continue to be lower compared to last year. There were 3,511 rounds played compared to 3,931 last year. Total revenues (\$167,582) were \$13,808 less than budgeted revenues (\$181,390).
- Alcoholic Beverage Laws Enforcement Commission (ABLE) new alcohol laws will be in effect on October 1st. Greenway Golf LLC has submitted an Oklahoma Beer & Wine License application to Oklahoma ABLE Commission to be compliant under the new alcohol laws. At this time, Oklahoma ABLE Commission is under staffed; an estimate time of receiving an approved beer and wine license may be in November. Greenway Golf LLC has set up a written agreement, approved by the ABLE Commission, with a local licensed caterer to buy and sell beer through their license so BCGC can continue offering beer to BCGC patrons.

GOLF OPERATIONS

- BCGC hosted 16 events, two of which were club events; an 18-hole Couple's Scramble and the Two Day Club Championship. Couple's Scramble had a total of 24 participants and paid out a total of \$800 in prize money. Club Championship hosted a total of 24 participants with 4 winners in 2 flights. This year's champion was Tyler Burgess who shot a 2 under par for the two day event. Budgeted tournament rounds for the month were 900 rounds.

COURSE MAINTENANCE

- BCGC had a total of 6.1 inches of rainfall. Temperatures ranged from the mid to upper 90's for highs and as low as the mid 50's for overnight lows.
- Maintenance team accomplished many tasks to improve or continue to provide excellent playing conditions of the golf course. The tasks include:
 - Scheduled weekly mowing of all playing areas of the course.
 - Sprayed wetting agents to tee boxes, green surrounds, and fairways to extend the time intervals between watering.
 - Irrigation repairs as needed.
 - Sprayed fungicides, plant growth regulators, and insecticides to greens as needed.

- Sprayed plant growth regulators to tees, green surrounds, and fairways to limit clippings.
 - Edged all bunkers and hand watered greens as needed.
 - Top-dressed greens to prepare for the upcoming tournament season.
 - Fertilized the entire golf course to improve food storage in the plants for overwintering.
 - Mowed all native areas.
- October, continue seasonal mowing schedules, edging bunkers, hand syringe greens as needed, mow native areas, trim trees and brushy areas out of pond area, and trim work as needed to the golf course to provide excellent playing conditions.

MONTHLY SUMMARY

- September rounds were 644 less total rounds to budget.

September Paid Rounds	Budgeted	Prior Year	Actual
PUBLIC ROUNDS	700	673	498
TOURNAMENT	900	965	951
MEMBER	1,500	1,426	1,188
BATTLE CARD	260	218	184
TWILIGHT	400	259	264
MISC.	110	93	71
MEMBER GUEST	285	297	355
	4,155	3,931	3,511

MONTHLY GROSS REVENUE

- September total revenue was \$167,582 which was \$13,808 less than budgeted revenues.

	September Budget	September Prior Year	September Actual
DUES & FEES	27,300	26,963	28,984
GREEN FEES	71,244	70,377	65,056
CART FEES	21,278	22,860	19,712
MERCHANDISE	18,698	18,863	14,686
OTHER GOLF COURSE SERVICES	9,200	8,370	8,679
FOOD & BEVERAGES	33,670	34,222	30,465
	181,390	181,655	167,582

BANQUET FACILITY USAGE REPORT

September	Event	\$
9	Event/Party	1,500.00
11	Tournament/Event	0
14	Tournament/Event	0
15	Tournament/Event	0
17	Tournament/Event	0
20	Tournament/Event	0
21	Tournament/Event	0
22	Tournament/Event	0
25	Tournament/Event	0
28	Tournament/Event	0
29	Wedding	1,750.00
	Total Banquet Revenue	\$ 3,250.00

GRILL

- Hired Part-Time Chef to assist with tournament buffets and banquets.
- Began transition from low point beer to high point beer as the new alcohol laws goes in effect on October 1st, 2018. Served beers will need to be opened and only 2 beers per person per sale.

SPECIAL EVENTS DIVISION

COMMUNITY EVENT MANAGER

- Attended Director's weekly staff meetings.
- Prepared for and attended Rose District Farmers Markets every Saturday.
- Received, processed, and reviewed several applications for events.
- Prepared for, planned, and attended Special Events Committee Meetings.
- Met with Kim Slinkard to prepare new permit process and ordinance for food trucks.
- Interviewed final candidates for the Events Full-Time Assistant Position.
- Attended weekly meetings for Wine Eats and Easels.
- Met with City staff to discuss current process and possible changes to food truck permit process and ordinance.

- Attended ScotFest final details meeting on September 10th. Also, attended set-up, tear-down, and event held at Events Park.
- Attended Walmart Heart Event.
- Attended Perform Training and Hands-On Training for new evaluation process.
- Attended Chalk It Up/Rose Festival marketing and planning meetings.
- Attended meeting with Ruts N Guts event organizer regarding agreement, event, and deadlines for submittals.
- Attended Hmong New Year meeting.
- Attended meeting to discuss barrier options for events on public right-of-way.
- Attended Parks Master Plan meetings.
- Attended Oklahoma Floodplain Management Association (OFMA) Vendors Social at the Rose District Pavilion.
- Attended Mondays on Main food truck event.
- Attended Main Street Burn held at the Rose District Pavilion.
- Attended Northeastern State University (NSU) Riverhawk Run at NSU.
- Attended City-Schools Quarterly meeting.
- Met with ICE, Inc. to discuss the Rose District Ice Rink details.
- Prepared for Broken Arrow Homecoming Parade.
- Met with Gathering Place representative and discussed having a booth at the Rose District Farmers Market.
- Arranged for Assembly Church to set-up a booth at the Rose District Farmers Market.
- Completed booking food trucks for the Rose District Farmers Market.
- Prepared invoices for the Rose District Farmers Market music for the remainder of the season.

RECREATION DIVISION

RECREATION MANAGER

- Attended interviews with Parks and Recreation Director regarding proposed Nienhuis Park Full-Time Recreation Assistant and Central Park Full-Time and Part-Time Recreation Assistant positions.

- Attended several interviews regarding Central Park Full-Time Recreation Assistant and Part-Time Recreation Assistant positions.
- Attended Special Events Committee meetings.
- Attended City of Broken Arrow University at Stoney Creek Conference Center, which covered the operation of Development Services.
- Attended Perform Training and Hands-On Training for employees' evaluation.
- Attended Parks Master Plan Steering Committee meeting.
- Annual Fall Fun Fair took place at Central Park Community Center. Details submitted through Notes to Council on October 5, 2018.
- Operated front desk area at various Recreation Division facilities throughout September.

CENTRAL PARK COMMUNITY CENTER

- Center Supervisor, Recreation Manager, and Human Resources representative held interviews for a Full-Time Recreation Assistant position.
- Center Supervisor attended interview with Recreation Manager held by Parks and Recreation Director for Full-Time and Part-Time Recreation Assistant candidates.
- Homeschool Physical Education began with 29 participants.
- Center Supervisor attended Introduction to Perform Training and Hands-On Perform Training for new evaluation reviews.
- Central Park Community Center hosted Fall Fun Fair with an estimated attendance of 450. Event report submitted to Recreation Manager.
- Senior Pickleball Tournament, two day event to be held in October, closed registration with 83 participants.
- Total logged visitors were 1,835 which is a decrease of 885 compared to August. The decrease is due to schools and colleges being back in session.

NIENHUIS PARK COMMUNITY CENTER

- Broken Arrow Volleyball Club (BAVC) started their fall season that will run through the end of November.
- Staff started preparations for the Mummy and Me Dance to be held in mid-October.
- Center Supervisor held a 3 month evaluation for a Part-Time Recreation Assistant.
- A Full-Time Recreation Assistant started and the Center is fully staffed.

- Center Supervisor attended Preform Training and Hands-On Training for the new evaluation process.
- Broken Arrow High School Basketball team is using Nienhuis Park Gym for practice since their gym is being used for volleyball.
- Logged visits were 1,555 which is 934 less than August. This is due to schools and colleges being back in session.

RAY HARRAL NATURE CENTER

- Estimated number of visitors in Ray Harral Nature Center were 1,194 which is a decrease of 496 compared to August.
- Nature Center's classroom hosted 5 private parties during the month.
- Bixby Cub Scout Pack #41 held their monthly meeting at Ray Harral Nature Center with 64 individuals. Scouts and family members were given a presentation and participated in a scavenger hunt throughout the Nature Park.
- Classical Conversation, a Tulsa area homeschool group, visited with 55 individuals. Students and their families received guided hikes and played nature focused games.
- Ray Harral Nature Center was the focus and recipient of an Eagle Scout project. Eagle Scout Matthew Mitchell installed an audio, interactive, educational display that will help children develop an understanding of wildlife found in the Nature Park.
- Nature Center Supervisor was interviewed and featured on Explore Tulsa TV. Presentation covered Broken Arrow Monarch Movement, history covering the parcel of land that the Nature Center is built on, programs, and events occurring at Ray Harral.
- Nature Center Part-Time Recreation Assistant led a guided hike for a homeschool group of 16 people.
- Nature Center Part-Time Recreation Assistant attended 2018 Monarchs on the Mountain event hosted by Okies for Monarchs. The event was held at Tulsa RiverParks Authority's Turkey Mountain. Part-Time Recreation Assistant handed out information regarding Broken Arrow Monarch Movement and Ray Harral Nature Center.
- Nature Center Supervisor attended Human Resources Performance Evaluation Training.
- Nature Center Supervisor worked the Fall Fun Fair held at Central Park Community Center.

PARKS MAINTENANCE DIVISION

PARKS MAINTENANCE MANAGER

- Attended Director's weekly staff meeting.
- Conducted staff meetings with Parks Maintenance Division Supervisors.

- Monitored ongoing park projects:
 - Indian Springs Sports Complex (ISSC) Renovation Project: Project waiting on bonding company to restart work December 1, 2018.
 - Arrowhead Concession/Restroom/Umpire Building: Waiting on funding.
 - Leisure Park New Splash Pad and Replacement Playground: Waiting on close-out documents for playground.
 - Country Aire Playground: Waiting on close-out document for playground.
 - Rose West Dog Park and Restroom: Fabric for shade sails being fabricated. Delivery expected by end of October.
 - Events Park Playground and Pavilions: Waiting on close-out documents for playground.
 - Events Park Adult Softball Complex: Construction design plans in progress.
 - Memorial Park/Garden: Sidewalks and park walkway are complete. Landscape rock has been ordered.
 - Nienhuis Sand Volleyball: Bids rejected. Project will re-bid.
 - ISSC Entry Sign: PSO installed electric meter and ground-level sign lights have been installed.
 - Veterans Park: Contractor's landscaper replaced dead plant material around the new Vietnam Monument and granite wall.

- New 12' contour mower has been received and placed into service. Old mowing unit has been sent to surplus.

- Interviews held for two Park Maintenance Worker positions. No viable candidates interviewed, and Human Resources (HR) is re-posting positions.

- Provided purchasing specifications on Christmas decorations for Rose District areas not decorated last season. Materials will be quoted by Purchasing Department.

- Attended accident investigation training held by Risk Management.

- Attended bid opening for sand volleyball court project at Nienhuis Park.

- Attended two training classes held by HR to introduce new Perform software, and how it will be used for employee evaluations.

- Monitored pond maintenance and mowing contractor work.

- Worked with Purchasing Department to quote installation of shade sail columns at the Rose West Dog Park.

- Attended Parks Master Plan Steering Committee's update meeting.

- Worked with Purchasing Department to quote and purchase a replacement seeder/spreader unit. Old unit will be sent to surplus.

- Met with Director, landscape architect firm, and Mission 22 personnel at Veterans Park to review the park's potential re-design aspects related to a Mission 22 project.

FACILITIES MAINTENANCE SECTION

- Conducted monthly playground inspections. High frequency inspections performed weekly and low frequency inspection performed monthly. Added safety surfacing to playgrounds at Battle Creek, Rockwood East, and Wolfcreek. Removed one wave slide from Central Park that had a crack in the sliding surface. Replacement slide will be budgeted.
- Performed daily chemical and filtration checks on the Interactive Water Feature (IWF). Repaired broken polyvinyl chloride (PVC) line inside the IWF mechanical yard. Waterline to yard hydrant cracked. It appears a light-weight PVC line was used on this installation.
- Picked up new park benches and receptacles ordered for Memorial Park/Garden from Purchasing Department and assembled all park benches.
- Monitored splash pads weekly through their end-of-month closing. Blew off playground surfacing from Leisure Splash Pad each morning prior to start-up.
- Assisted Building Maintenance with installing new pump motor and pump in the Veterans Fountain vault, and hooking it up to fountain piping.
- Worked with United Way Day of Caring volunteers to re-paint Al Graham Softball concession/bathroom building.
- Setup and removed stage for Scotfest event.
- Installed temporary fencing inside Rose West Dog Park where contractor was installing shade sail columns.
- Installed new Sieling Park sign and rules sign.
- Lowered department flags as ordered during the month. Changed tattered flags and flag light bulbs as needed.

GROUNDS MAINTENANCE SECTION

- Checked and cleaned all outdoor restrooms weekly. Removed litter from park sites and took recyclable materials to the Metropolitan Environmental Trust (M.E.T.)
- Performed routine inspection of the Liberty Parkway trail. Sprayed vegetation growing in asphalt surface with herbicide. Filled several wide asphalt cracks with patch material. Removed mud/debris from trail after heavy rain.
- Prepared Events Park for Scotfest. Grounds were mowed/trimmed, water hydrants installed, utility lines located, concrete road barriers removed, etc.
- Routine irrigation checks and repairs on athletic complexes. Replaced diaphragms and solenoids in valves at Arrowhead Softball Complex.
- Filled eroded areas in Ray Herral Nature Park and Wolfcreek Park trails with limestone screenings material.

- Performed monthly inspection of the Nienhuis Skate Park. Made repairs as required.
- Performed routine mowing cycles to 45 park/trail sites.
- All athletic fields at ISSC were fertilized.
- Aerification was performed at ISSC on non-play turf, soccer fields, and baseball infields.
- All athletic fields were mowed 2-3 times per week.
- Boundary lines were painted weekly on baseball, softball, and lacrosse fields.
- Over seeded shaded areas at the west soccer complex.
- Groomed/brushed rubber infill material on two synthetic turf fields at the Nienhuis Football Complex.
- Top-dressed baseball infields with sand, and broomed into turf.

HORTICULTURE/FORESTRY SECTION

- Performed routine maintenance in Rose District; blew sidewalks, removed litter, weeded beds, etc.
- Trimmed low hanging limbs overhanging trails at Copper Creek and Ray Harral.
- Provided shovels to Communications Director for Milestone ground-breaking ceremony.
- Applied insecticide to juniper bushes in Rose District.
- Horticulturist compiled spring rose bush order and provided it to Purchasing. Bushes will be grown by vendor for planting in the Rose District next spring. These bushes will replace diseased bushes removed this fall.
- Removed watering bags from park trees in preparation for winter temperatures.
- Cleaned and backwashed Veterans fountain filter weekly.
- Removed several ash trees on Main Street that were in poor condition. Tree stumps were ground to below soil level.
- Purchased five large trees to be installed around Battle Creek's hole #5 tee.
- Trimmed juniper hedges throughout Rose District.
- Performed routine deadheading of roses at Nienhuis Rose Garden. Applied insecticide/fungicide treatment.

- Performed routine irrigation checks on systems in the Rose District and City Hall. Repaired wiring faults on valve decoders in Rose District, and replaced control valve on City Hall system.
- Applied pre-emergent chemical to tree wells throughout the parks. Also, treated landscape beds for mole activity when notice.

End of Report

2. GENERAL CORRESPONDENCE / NOTIFICATION



PRESS RELEASE

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

City Council members dismissed as defendants in medical marijuana lawsuit

Broken Arrow, Okla. (10/19/18) – On October 17, 2018, District Judge Patrick Pickerill issued a final declaratory judgment for a lawsuit that challenged the City of Broken Arrow’s authority to regulate medical marijuana businesses in the community.

The Court found that Oklahoma cities are precluded from adopting regulations, zoning overlays, fees or other restrictions when it comes to medical marijuana business activities authorized by State Question 788.

Additionally, the Court dismissed with prejudice all claims and accusations against individual Council members Craig Thurmond, Scott Eudey, Mike Lester, Johnnie Parks and Debra Wimpee, including allegations of violating the Open Meetings Act. Both parties consented to the dismissal with prejudice, which means these claims are barred from being refiled. The City contended that no Open Meeting violations occurred, and there was no merit to the claim.

The lawsuit was filed last month against the City, after Council members adopted two ordinances that designated permissible zoning areas and licensing requirements for medical marijuana dispensaries, commercial growers and marijuana processors operating in the City of Broken Arrow.

The City is appealing the Court’s decision.

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3. SPECIAL EVENTS / ACTIVITIES

