

To: Honorable Mayor and City Councilors
From: Russel Gale, Assistant City Manager - Administration
Date: March 3, 2017
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Utilities Department Monthly Report – January 2017

2. GENERAL CORRESPONDENCE / NOTIFICATION

- Memo – Proposed Development South of Creek Turnpike and West of Olive
- Press Release – Monarch Butterfly Expert Will Speak in Broken Arrow

3. SPECIAL EVENTS / ACTIVITIES

- N/A

Respectfully submitted,



Russell Gale

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Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



INTEROFFICE MEMO

To: Michael Spurgeon, City Manager
From: Anthony Daniel, Utilities Director *AD*
Date: February 28, 2017
Re: Utilities Department Monthly Report – January 2017

	January 2017	January 2016
Water Treated, Purchased and Distributed		
Water Purchased from Tulsa	0.2 MG	2.0 MG
Water – Produced at Verdigris WTP	<u>274.3 MG</u>	<u>267.6 MG</u>
Total	274.5 MG	269.6 MG
Wastewater Treated		
Lynn Lane Plant	116.3 MG	143.5 MG
Haikey Creek Plant flow from BA	139.7 MG	174.6 MG
Haikey Creek Plant flow from Tulsa	188.4 MG	216.7 MG

**LLWWTF Maintenance Summary-
David Handy**

1. Pump #3 Headworks, working on replacing lower bearing.
2. Routine cleaning of secondary clarifier.
3. Ordered replacement backflow preventer unit for Sludge Transport Building.
4. Sump pump in Contact Basins failed. Ordered a new pump.
5. Cleaned two Contact Basins.
6. New gutters and downspouts installed on Administration Building.

**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 8 food handling establishments (FHE) in the month of January.

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

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

- Pretreatment staff mailed a certified letter to Broken Arrow Public Schools Maintenance Department requesting a compliance plan for the installation of GI at Leisure Park, Lynn

Wood, and Vandever Elementary Schools. The plan should be sent to the City within 60 days, and should provide a timeline for installation.

- Pretreatment staff performed maintenance on the cooking oil recycle bin at Reasor's on Elm. This bin is continually having to be cleaned because bacon grease and meat drippings are clogging the screen. Staff is trying to get the word out that the bin is for vegetable-based cooking oil only. The sign behind the bin gives specific instructions. Pretreatment staff is exploring solutions to this problem. We do not want to have to remove the bin because cooking oil recycling has increased using this bin.
- The following community alert was made to residents in the 2400 block of West Boston Street following an SSO and sewer backups that were caused by grease build-up in the sewer lines:

Attention Broken Arrow Resident: This is a community alert from the City of Broken Arrow Utilities Department. We would like to make you aware of the excessive grease build-up that has been discovered clogging the sewer lines in your neighborhood. When grease obstructs the natural flow of water through the sewer pipes, it causes sewer overflows and sewer backups. Please do not pour oil and grease down the drains. Meat drippings, grease and fat should be thrown in the trash. You can recycle vegetable based cooking oil at two different locations in Broken Arrow, the Met and the Reasor's on Elm Street.

Industrial Pretreatment Activities:

1. Industrial Pretreatment Program Administration:

- UPDATE: EPA's final rule setting Clean Water Act (CWA) pretreatment requirements for dental offices -- known as the dental amalgam rule is under Trump administration's regulatory freeze to allow for additional executive review. Former EPA Administrator Gina McCarthy signed the final rule on Dec. 15, and the agency sent it to the Federal Register on Jan. 19. The Office of the Federal Register says the final rule was scheduled to be published in the Jan. 24 Federal Register, but EPA asked for the rule to be withdrawn from publication. The withdrawal request follows a Jan. 20 memorandum from White House Chief of Staff Reince Priebus to the heads of EPA and other agencies to "immediately withdraw" any regulations that had been sent to the Federal Register but not yet published.

2. Compliance monitoring reports and laboratory analysis:

- Gruv-N-Gasket compliance report was received
- Unifirst compliance monitoring report and laboratory analysis was received and reviewed. No deficiencies were noted. Unifirst surcharges were calculated in the amount of \$5,939.88 and sent to finance for billing.
- Unifirst sent notification of the construction of a pretreatment facility. They will construct a dissolved air floatation (DAF) system at the Broken Arrow facility in order to pretreat the wastewater before discharge into the City sewer system. The system will reduce the environmental impact and should be completed by the end of February. This is a huge accomplishment for Unifirst.
- Blue Bell compliance monitoring report and laboratory analysis for the month of January was received and reviewed. There was a BOD violation. Blue Bell surcharges were calculated at \$12,905.77, but not billed per Utilities Director.
- On January 24th, Blue Bell sent notification of a spill of 300 gallons of ice cream mix into the sanitary sewer system.

- Republic Services/Broken Arrow Landfill monitoring report and laboratory analysis were received and reviewed. No deficiencies were noted.

3. Auto Shop Inspections:

City pretreatment staff inspected 26 auto shops in the month of January. Best Management Practice signs are being distributed to auto shop management. Management is asked to hang the sign for employees to view. City staff is looking at hazardous/waste disposal manifests and compiling information for the database.

4. Car Wash Inspections:

City pretreatment staff inspected 14 car washes in the month of January. Staff is looking for maintenance manifests for sand interceptors and oil/water separators. “No Dumping” signs are being distributed to self-service facilities asking the public not to dump motor oil or chemicals into car wash bays.

UTILITIES DISTRIBUTION/COLLECTIONS MAINTENANCE SUMMARY

WATER DISTRIBUTION – Jerry Hanewinkel

1. New Taps and Meters set 29
2. Responded to 67 water leak calls
3. Replaced 71 meters
4. Repaired or Replaced 13 meter boxes and valve boxes
5. Replaced 20 Curb Stops
6. Cleaned and restored 33 yards after water line repairs were done
7. Responded to 455 Call Okie Line Locates
8. Installed 5 service crossings
9. Responded to 33 water system service requests
10. Flushed 37 main lines for water quality issues
11. Distribution Main Leaks repaired 40
12. Meter leak repairs done 17
13. Valve truck crew exercised 103 valves for the month, bringing the total to 103 for 2017
14. Fire Hydrants Repaired 2
15. Repaired 8 isolation valves

AMR PROJECT-

- AMR register with meter installed-101
- AMR registers only installed-95
- AMR valve box replaced-1

SEWER COLLECTION- David Marlow

1. Service requests calls 55
2. Sewer line blockages 33
3. Lift station repairs done at 7 stations
4. Manholes cleaned /raised/repaired 3
5. Sewer line locates done 57
6. Clean ups done at 12 locations after repairs to sewer lines were done
7. Sewer lines replaced/repaired 30'
8. Stand-by and night crew responded to 18 sewer calls
9. Sanitary Sewer Overflows (SSO's) reported for the month of January-8
10. Cleaned check valves/pumps at 8 lift stations
11. Smoked sewer lines at 1 location
12. Booster station calls-6

METER READING – Derriel Bynum

1. Replaced Meters-107
2. Placed Door Hangers for bad check-105
3. Turn Ons for nonpayment-361
4. Turn Offs for nonpayment-443
5. New Accounts-410
6. Finals-514
7. Read 37,682 Meters for the month of January 2017
8. Construction Meters Set-6
9. Rereads/Leak Tests-156
10. Meter boxes replaced-22
11. Misreads-79 verified
12. Met with residents-2
13. Resident requested meter check-1
14. Meters pulled-3
15. Meter lids replaced-10

AMR PROJECT-

Retrieved water use history from 52 AMR radio devices and provided the graphs to the customer.

UTILITIES CONSTRUCTION – Tommy Kimbrough

1. Water Line Project (WL1606) Washington, Date, Main St-installed 320' of 6" C-900 pipe water line. New water line will provide fire protection and improved water quality.
2. OOWA line locates done-22
3. Water main leaks-3
4. Meter leaks-5
5. Sewer problems-2
6. Valves replaced-1
7. Assisted Meter Reading crews with Turn Offs for nonpayment-3

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, 18 total.
3. 2 dirty water calls, 48,750 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 January; 6,170,875 gallons.

VERDIGRIS WTP – Jimmy Helms

1. Repaired improperly landed ground wires on train #1
2. Repaired leaks on self-cleaning strainers #2 and #3.
3. Replaced gasket on fluoride day tank and bulk tank.
4. Replaced drain valve on fluoride bulk tank.
5. Repaired citric acid waste offload line.
6. Troubleshoot and repaired rapid mixer #1 at the pretreatment basin.
7. Repaired air leak on blower #2 expansion joint connection.
8. Replaced light fixture in chemical storage room.
9. Repaired an air-line leak above the neutralization tank.

10. Replaced valve on chlorine feed panel for metering pump #1.
11. Drained caustic/CIP tank and re-zeroed the level indicating pressure transducer.
12. Reset and recalibrated train #4 sludge drain at the pretreatment basin.
13. Troubleshoot and Reset all internal overloads and breakers on chlorine generator slave #2 rectifier.
14. Replaced pneumatic solenoid on valve 1030 rack #10.
15. Replaced all cam-lock gaskets on chlorine feed pump #2.
16. Repaired cracked fittings on brine containment area eyewash station.
17. Replaced communications card on blower B.
18. Replaced pneumatic solenoid on valve 1015 rack #10.
19. Replaced communications card on CIP drain pump.
20. Replaced light fixture outside of the permanganate containment area.
21. Repaired a leaking water valve on rack #6 valve 1018.
22. Rebuilt actuator v1013 on rack #9 due to leaking air seals.
23. Safety meeting on the 11th over boom lift and scissor lift.
24. Installed replacement online turbidimeter for settled water.
25. Pall membrane plant inspection conducted on January 17th.
26. Pall membrane plant refresher training (8 hrs.) conducted on January 18th.
27. Replaced softened water and brine filters on hypo generation system.
28. Replaced water supply line for stuffing box on # 1 High Service Pump.
29. Greased all flocculators on pre-treatment basin.
30. Made temporary repairs to overhead door on south side of building.

ASSISTANT DIRECTOR-Barney Campbell

MEETINGS

- Utilities Staff meetings
- FedEx sewer line
- Centennial Crossing Pre-development
- Segraves Pre-development
- Utility Coordination meeting for all in house contracts

DEVELOPMENT PLAN REVIEWS

- Kenosha Villas Phase II
- Crossings at Lyn Lane Phase II & off site utilities review
- Tucson Village

IN HOUSE PLAN REVIEW

- County line trunk sewer
- Kenwood Hills water system improvements
- City wide SCADA for pump stations

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 scheduled City Council and BAMA meetings.
5. Participated in the weekly teleconference with city meter reading staff, IT staff, Clevest project staff and HTE Sungard rep for the AMR mass meter change out software.
6. Participated in the monthly RMUA operations committee meeting with Tulsa staff at HCWWTP to review the O & M of the treatment facility. A separate meeting was also held to review the progress on the FY16 O&M CIP.
7. Attended the meeting called by City Manager to discuss the retaining wall for the property at 4014 West Pittsburg Circle.
8. Communicated with ODEQ permit writer regarding the OPDES permit application and the effluent reuse testing requirements for the Indian Springs Golf Course irrigation system. Met with city legal staff and ISGC staff to make the changes to the agreement.
9. Participated in the LLWWTP Headworks Design review meeting along with the E & C staff and HDR design team.
10. Participated in the 209th lift station and force main review meeting.
11. Attended the joint walk thru of the LLWWTP maintenance building with plant staff and E & C construction inspector.
12. Attended the joint review meeting for the FY17 HCWWTP O & M CIP project design.
13. City staff met with APAI Project Engineer to review the 90% design of the city wide SCADA project for pump stations and LLWWTP.
14. Attended the special RMUA meeting called to approve the one year extension of the operations contract.
15. Metering supervisor and I met with Tulsa Tech staff on the sewer rebate request for water lost due to evaporation from the cooling tower.
16. Attended the lunch and learn presentation by Victaulic on the mechanical grooved coupling.

FUTURE PROJECT TO DO LIST:

Replace the encased segment of pipe under the BA expressway. Ductile iron pipe is leaking.

2. GENERAL CORRESPONDENCE / NOTIFICATION



INTEROFFICE MEMO

To: Craig Thurmond, Mayor
Richard Carter, Vice-Mayor
Mike Lester, Council Member
Johnnie Parks, Council Member
Scott Eudey, Council Member

Cc: Michael L. Spurgeon, City Manager

From: Beth Anne Childs, City Attorney

Date: March 3, 2017

Re: Proposed Development located South of the Creek Turnpike and West of Olive (South 129th East Avenue)

On Friday, February 3, 2017, Economic Development Coordinator Norman Stephens and I met with Steve Bruner and his attorney, Eric Nelson, regarding a proposed development south of the Creek Turnpike and west of Olive (South 129th East Avenue). The proposed development is located on a Creek Allotment. In August of last year, Staff received a request from Dave Sanders, a Civil Engineer with Sanders Engineering, Inc., to meet about this development. I met with Mr. Bruner and Mr. Sanders regarding the project. At that time, the development primarily consisted of a dance hall and restaurant. Staff updated the Council about this facility in its meeting of October 18, 2016.

Mr. Bruner and Mr. Nelson provided an update on the status of the project. The dance hall/sports bar is currently under construction and will be known as the Embers Grill. It is located completely within the boundary of the Allotment and will be served by well water and an aerobic system.

When Mr. Bruner originally met with Staff, no plans for development, other than general identification as commercial, were discussed. A few weeks ago, Staff received a schematic showing a mixed-use development consisting of multi-family units (apartments), a commercial area, and the Embers Grill. After receiving the drawing, Staff requested a meeting with Mr. Sanders and Mr. Bruner.

Mr. Bruner, advised Staff that he continues to evaluate the best use for this property. Although still in the initial stages, it is contemplated that the project will be completed in phases and will be comprised of an events area, a multi-family development of approximately 744 units, a full-service hotel, a green area and pavilion, and commercial uses separate and apart from the Embers Grill. Specifically mentioned was a beer garden and other food and retail establishments.

Mr. Stephens and I emphasized the need to keep the Council and the community updated about this development. We also suggested hosting meetings with concerned residents to review the details of the proposed project. Mr. Bruner indicated that he anticipates having gaming machines

INTEROFFICE MEMO

in the Embers Grill, as well as the Hotel. However, he understands that all gaming activities must be properly licensed and permitted.

This meeting was very helpful in terms of understanding the scope of this project. However, there are a number of questions that need to be answered by the City's sovereignty attorney, representatives of the Bureau of Indian Affairs, and the State Attorney General's Office. I am in the process of scheduling meetings with representatives of these agencies. I anticipate that this will take several weeks to complete. Once that is accomplished, I will place this matter on for the Council's discussion and will provide a comprehensive summary of the status.

BAC/lo

PRESS RELEASE

Contact: Mary McAtee
Digital Content Specialist
City of Broken Arrow
Phone: (918) 259-2400 x 5449
Email: mmcatee@brokenarrowok.gov

Monarch expert will speak in Broken Arrow

Residents can learn how to save the butterfly in their own back yard

Broken Arrow, Okla. (3/2/17) – The Broken Arrow Monarch Movement will host Dr. Chip Taylor, Founder and Director of the Monarch Watch organization, at the Broken Arrow High School Media Center March 4, 2017 at 2:00 p.m. Dr. Taylor will present “Monarchs and Pollinators: The Need for Habitat Restoration,” which will focus on the declining monarch population and how residents can help preserve the monarch in their own back yard.

The iconic black-and-orange butterfly has had a declining population, dropping 68% over the last two decades. One reason for the decline is the loss of milkweed, the sole food source for the monarch caterpillar.

The Broken Arrow Monarch Movement is a citizen’s committee coordinating with the Broken Arrow Parks and Recreation Department to help conserve the monarch butterfly. The Monarch Movement has identified park locations to plant milkweed and presented the Mayor’s Monarch Pledge to the City Council, which was signed in October 2016.

Monarch Watch an outreach program focused on education, research, and conservation of the monarch butterfly. Monarch Watch created the Monarch Waystation program, which sets up areas to plant milkweed, and the monarch tagging program, which tracks the population and migration of the butterfly.

WHAT: Dr. Chip Taylor, “Monarchs and Pollinators: The Need for Habitat Restoration”
WHEN: Saturday, March 4, 2017, starting at 2:00 p.m.
WHERE: Broken Arrow High School Media Center, at 1901 E. Albany Street
COST: Free

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