

**To:** Honorable Mayor and City Councilors  
**From:** Michael Spurgeon, City Manager  
**Date:** December 16, 2016  
**Re:** Notes to Council

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

- Fire Department Monthly Report – November 2016
- General Service Monthly Report – November 2016

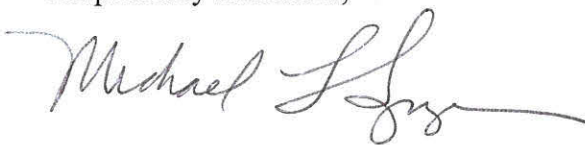
### **2. GENERAL CORRESPONDENCE / NOTIFICATION**

- Notification: Joint press conference held After BA Schools Leadership Change
- Press Release: New Assistant Fire Chief
- Memo: Regional Economic Development Activity Update – November 2016

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

N/A

Respectfully submitted,



Michael L. Spurgeon

gak  
Attachments

## 1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION





Broken Arrow Fire Department Monthly Report  
November 2016

Page 1 of 4

	<u>This Fiscal Year</u>	<u>Last Fiscal Year</u>	<u>Percentage Change</u>
EMS Responses	738	641	15%
Fire Responses	153	198	-23%
Fire Prevention Inspections	38	53	-47%
Fire Investigations	02	04	-50%
Total Training Hours	16,816	12,604	33%



Broken Arrow Fire Department Monthly Report  
November 2016

	Station	Assist Other Stations	Assist EMS	
District 1	29	07	70	This Month
	173	46	401	Total Fiscal Year
District 2	15	04	46	This Month
	79	51	276	Total Fiscal Year
District 3	17	05	39	This Month
	103	31	186	Total Fiscal Year
District 4	15	05	51	This Month
	127	23	262	Total Fiscal Year
District 5	34	05	66	This Month
	180	37	415	Total Fiscal Year
District 6	33	02	59	This Month
	176	41	409	Total Fiscal Year
District 7	30	04	117	This Month
	185	26	586	Total Fiscal Year
Total	173	32	586	This Month
	1023	255	2535	Total Fiscal Year
	<b>5.8</b>	<b>1.1</b>	<b>14.9</b>	<b>Total Number Runs per Day</b>



Broken Arrow Fire Department Monthly Report  
November 2016

Fire Suppression Average Response Times

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	This Month	Same Month Last F/Y	Total This F/Y	Total Last F/Y
Station #1 Eng 1	3:30	3:38	3:59	4:23
Station #2 Eng 2	5:45	4:02	5:34	4:22
Station #3 Eng 3	4:50	5:00	5:04	4:42
Station #4 Eng 4	6:30	6:41	6:45	6:02
Station #5 Eng 5	4:41	4:26	4:49	4:38
Station #6 Eng 6	5:13	5:17	5:27	4:58
Station #7 Eng 7	4:04	0:00	4:00	0:00
<b>Total Average</b>	<b>4:56</b>	<b>4:50</b>	<b>5:06</b>	<b>4:49</b>

**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.**

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**EMERGENCY MEDICAL SERVICES**

EMS Unit Run Destinations

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Saint Francis - Tulsa	241	Hillcrest MC South	59
Saint Francis South	161	Hillcrest MC Tulsa	27
Saint John MC - Tulsa	86	OSU Medical Center	02
Saint John MC -BA	61		



EMS Runs by Type

	This Month	Same Month Last F/Y	Total This F/Y	Total Last F/Y
Numbers of Runs	738	641	3814	3361
Treated/Transported	556	438	2820	2371
Treated/Released	31	452	173	2464
Cancelled	59	21	293	88
Refused Treatment	82	--	482	--
DOA	09	--	42	--
EMS Suppression	62	140	364	637

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

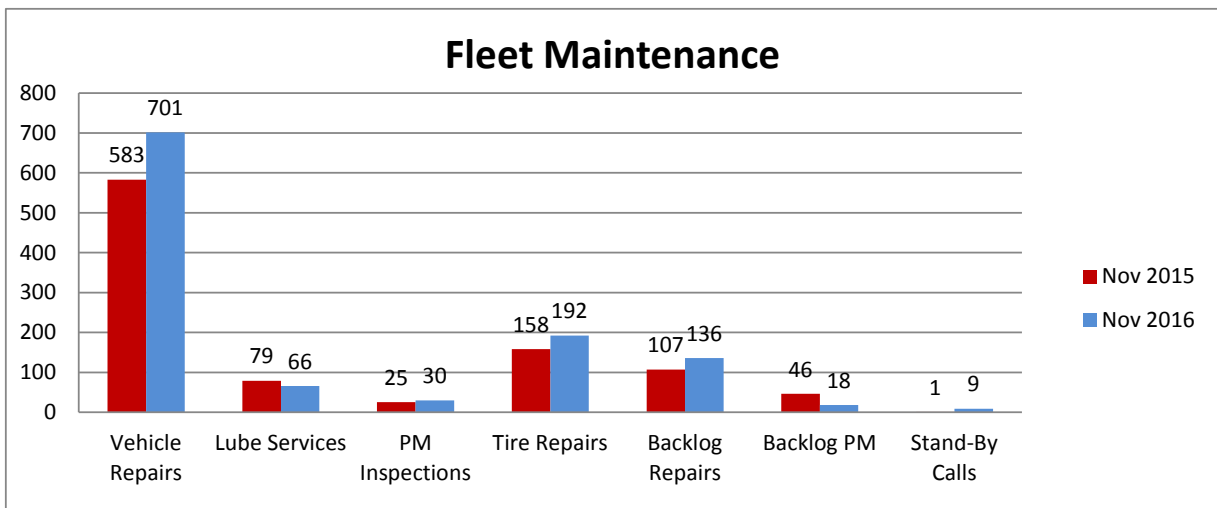
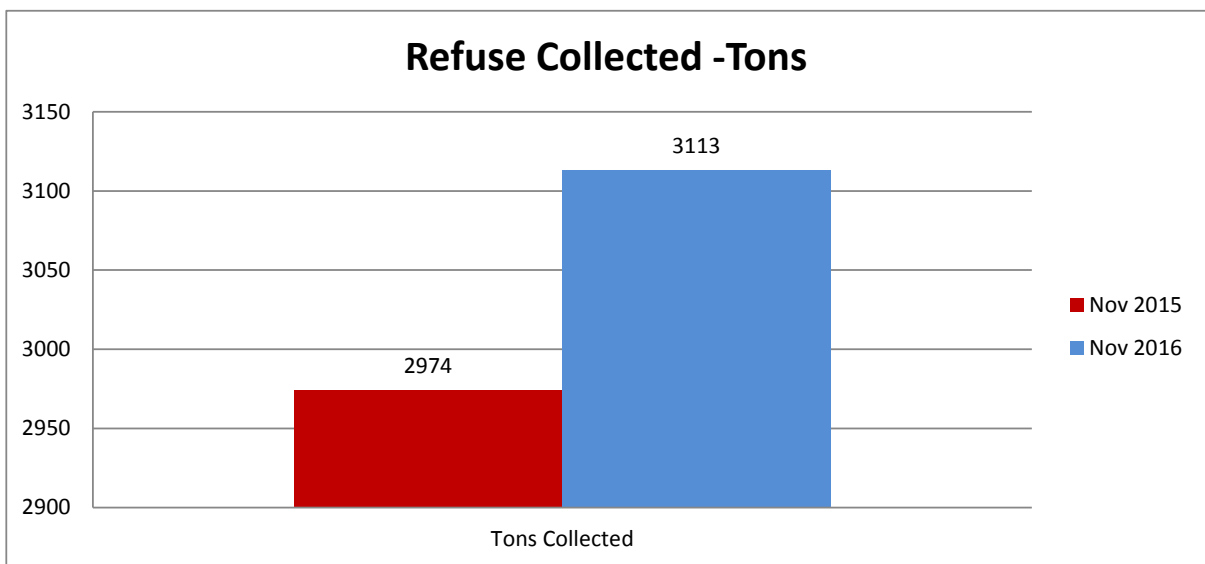
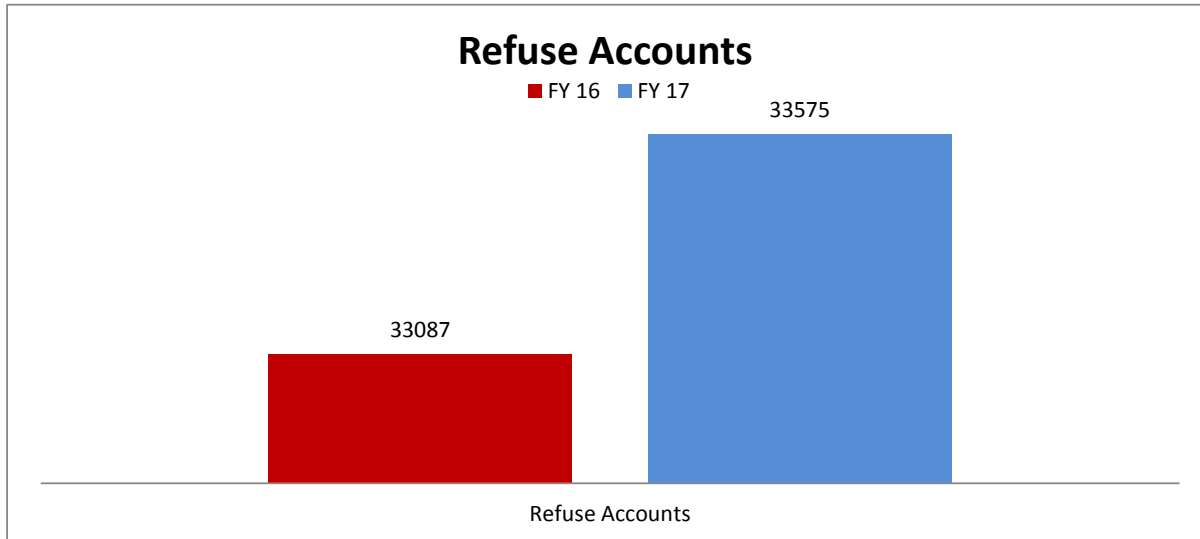
**\*\* Last F/Y figure 2 covers all transports but not all treated, figure 3 included the treated**

EMS Average Response Times

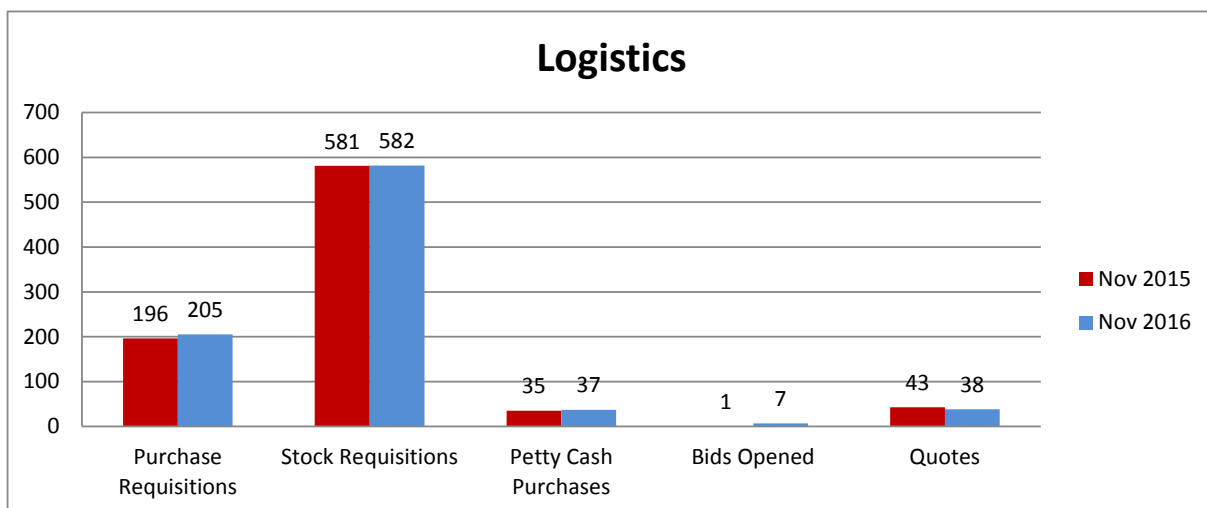
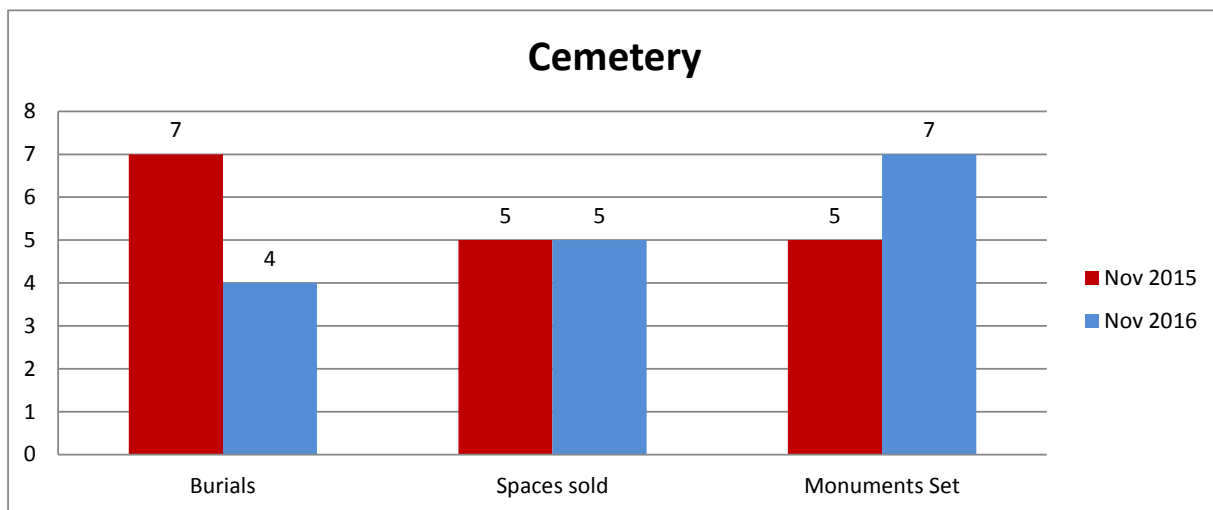
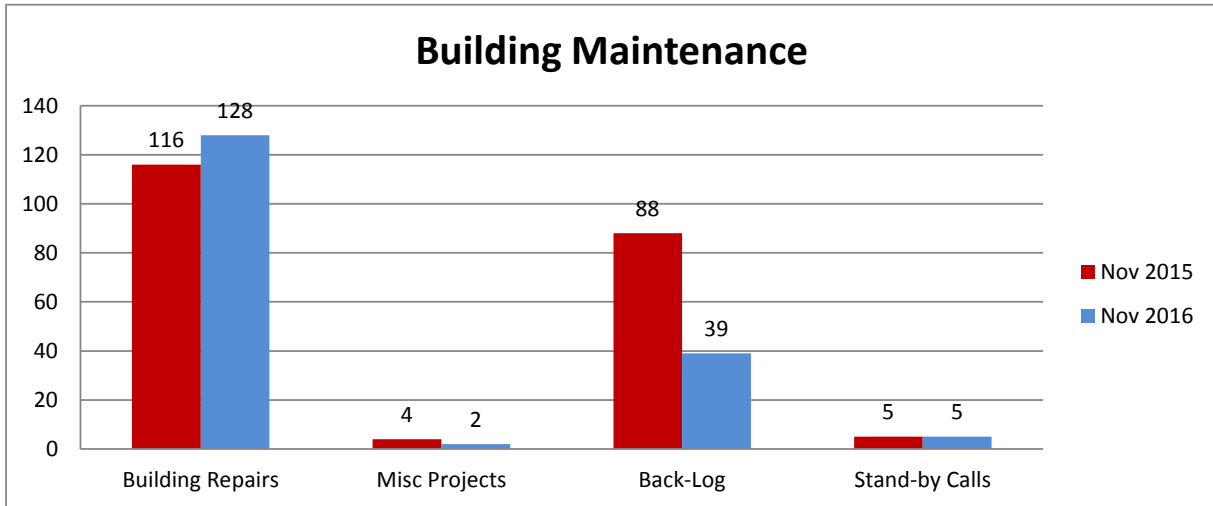
	This Month	Same Month Last F/Y	Total This F/Y	Total Last F/Y
Station #1 Sq-1	3:44	4:15	3:44	4:43
Station #2 Sq-2	3:59	4:36	4:00	4:43
Station #3 Sq-3	4:25	4:35	4:26	4:27
Station #4 Sq-4	5:53	5:38	5:49	5:34
Station #5 Sq-5	4:00	4:03	4:03	4:08
Station #6 Sq-6	4:26	5:06	4:27	4:45
<b>Total Average</b>	<b>4:18</b>	<b>4:42</b>	<b>4:22</b>	<b>4:43</b>

**BAFD Bench Mark Average Time 5:00**

# General Services Monthly Report November 2016

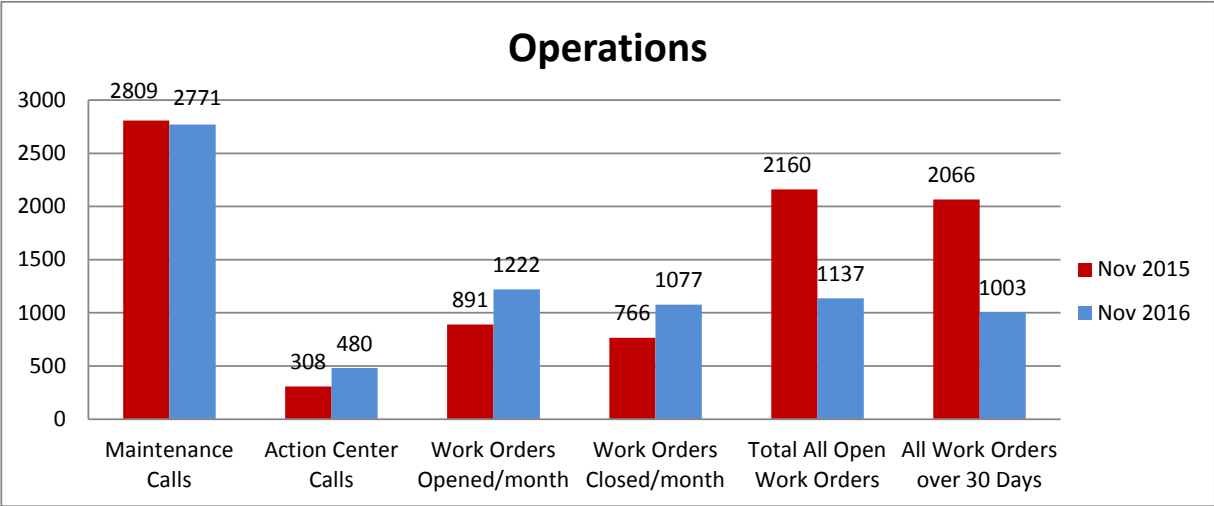


# General Services Monthly Report November 2016





# General Services Monthly Report November 2016



## 2. GENERAL CORRESPONDENCE / NOTIFICATION



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

## **City, School Discuss Moving Forward After Leadership Change**

**Broken Arrow, Okla. (12/12/2016)** – As a result of the leadership change in the Broken Arrow Public Schools district, the Broken Arrow Chamber of Commerce, the City of Broken Arrow and Broken Arrow Public Schools will hold a joint press conference on Tuesday, December 13 at 10:30 a.m. to introduce Interim Superintendent Dr. Janet Dunlop and show support for our school district.

Dr. Dunlop, along with Chamber of Commerce President Wes Smithwick and Broken Arrow City Manager Michael Spurgeon will be available to answer questions about plans and partnership moving forward. The press conference will be held at the Chamber offices, 210 N. Main Street in Broken Arrow.

**WHAT:** Chamber, School, City Press Conference  
**WHEN:** Tuesday, December 13  
10:30 a.m.  
**WHERE:** Central on Main, 210 N. Main Street

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**PRESS RELEASE**

Contact: Chief Jeremy Moore  
Broken Arrow Fire Chief  
City of Broken Arrow  
Phone: (918) 259-8360

## **BAFD Promotes 13-Year Veteran to Assistant Fire Chief**

**Broken Arrow, Okla. (12/13/16)** – The Broken Arrow Fire Department (BAFD) announced that Mark Steward, a 13-year veteran and captain of BAFD, has been promoted to Assistant Fire Chief. Steward will join the Fire Department Administration in overseeing emergency operations, fire prevention, training and other administrative duties.

“I am humbled and honored to be given this opportunity to further serve my city,” said Steward. “I am excited about the bright future of the BAFD and our progressive community as a whole.”

Steward began his career with BAFD in 2003. He was promoted to Lieutenant in 2008 and to Captain in 2011. He has been assigned as the Emergency Medical Services Officer for the past year. During that time, Steward advocated for high risk clients, sat on the dispatch steering committee, and was a member of the launch team for the new patient care reporting software rollout. Steward and his wife, Stephanie, have been married for 17 years. Their two daughters both attend Broken Arrow Public Schools.

Steward is a Nationally Registered Paramedic, Registered Nurse and holds a Bachelor’s degree in Biology from Kansas State University. His other work history includes time as a dispatcher, critical care flight paramedic, tactical paramedic, high ropes challenge course facilitator, clinical supervisor for paramedic students, and Neuro-ICU nurse.

“Captain Steward will be a great addition to the Fire Department Administration and I’m thrilled to have our internal leaders moving up the ranks,” said Fire Chief Jeremy Moore.

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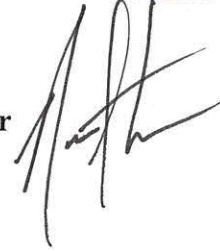


**INTEROFFICE MEMO**

**To: Michael Spurgeon, City Manager**  
**From: Norm Stephens, Economic Development Coordinator**  
**Date: December 16, 2016**  
**Re: Tulsa's Future Report**

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Sir, attached is the Regional Economic Development Activity Update for November 1 – November 30, 2016.

**Regional Economic Development Activity Update  
November 1 – November 30, 2016**

**Announcements & New Jobs Created**

	Capital Investment	Greater than \$50,000	Less than \$50,000	Total Jobs
For the month of November	-	89	204	293
Total for 2016	\$90,500,000	1,530	1,020	2,550

**Business Attraction Activity**

	Proposals Submitted	Site Visits	Phase 2 Proposals Submitted
For the month of November	5	2	1
Year-to-Date	44	15	14
Total for 2015	23	15	8

**Business Retention & Expansion Activity**

	BRE Visits
For the month of November	102
Year-to-Date	781
Total for 2015	756

**Lead Development**

	Monthly Leads
For the month of November	6
Year-to-Date	111
Total for 2015	77

Lead development companies: A. Finkl & Sons Co., Alin Machining Company, Stadco Implant Sciences Corporation, Laron, Inc., Vericor Power Systems, LLC

ID	Start Date	Number of Jobs	Status	Target Industry	Community	Source
417	11/1/2016	225	Active	Advanced Manufacturing (Food)	Bixby, Bristow, Miami, MAIP, Tulsa	ODOC
418	11/2/2016	250-350	Active	Industrial Advanced Manufacturing (Food)	Inola (AEP-PSO), Muskogee	Consultant Direct
419	11/17/2016	120-350	Active	Headquarter Transportation, Distribution & Logistics	Tulsa, MAIP	ODOC
420	11/28/2016	350-1,000	Active		Tulsa, Bixby, Broken Arrow, Jenks, Owasso	Consultant Direct
421	11/28/2016	n/a	Active		Tulsa	Consultant Direct

All regional partners receive RFP request for proposal unless client specifies certain communities.

## External Marketing

### **NBAA 2016 Business Aviation Convention & Exhibition, November 1-3**

The Director of Aerospace Development & Strategy attended the National Business Aviation Association (NBAA) Conference and Expo the first week of November at the Orange County Convention Center in Orlando, FL. This annual conference which is one of the largest in the world, focuses on all aspects of business aviation. The event attracted more than 27,000 attendees, 1,100 exhibitors (16 Tulsa and regional aerospace companies/manufacturers exhibited) and 120 aircraft static displays. The NBAA venue provides us with an opportunity to network and recruit companies from around the world to the Tulsa Region.

### **GEDMT Houston Reception/Scheduled Appointments, November 9-10**

The Director of Existing Business & Energy attended the GEDMT Houston reception and scheduled appointments trip on November 9-10, 2016. While in Houston, he joined representatives from the Oklahoma Department of Commerce as well as other GEDMT partners to visit corporate headquarters of companies with operations in Oklahoma and potential recruitment targets for the State, as well as several foreign trade consulate offices. The reception on November 10 had representatives from 42 different Houston-based companies, consultant firms, and foreign trade offices.



## 2016 Scheduled Appointments

Destination	Participation Deadline	Scheduled Appointment Dates	Communities Attending
Dallas Call Trip	February 8	March 8-10	City of Owasso, Muskogee City-County Port Authority
Minneapolis Call Trip	March 21	April 19-20	
Chicago Call Trip	CLOSED	June 21-23	City of Owasso, Public Service Company of OK, Muskogee City-County Port Authority, MidAmerica Industrial Park
Dallas Call Trip-cancelled	July 8	August 9-10	Stillwater Chamber of Commerce
Denver Call Trip	July 15	August 15-18	
Chicago Cubs Game	August 1	September 2	MidAmerica Industrial Park, Muskogee City-County Port Authority, City of Tulsa
Southern California Call Trip-Cancelled	August 12	September 12-16	City of Owasso
Carolinas Call Trip	September 23	October 24-28	City of Owasso, Public Service Company of OK, Muskogee City-County Port Authority,

## 2016 Trade Shows & Events

In addition to call trips, TRC economic development staff will be attending the following trade shows and events; scheduled appointments will likely be made in coordination with these shows and events. Regional Partners are welcome to register to attend these events and participate in scheduled appointments alongside TRC staff.

Destination	Participation Deadline	Event Dates	Communities Attending
ZaZa Reception- Dallas, TX	Open	January 14	
MRO Americas- Dallas, TX	March 4	April 5-7	
Hannover Messe- Hannover, Germany	March 25	April 25-29	
AUVSI- New Orleans, LA	April 1	May 2-5	
Atlanta GEDMT Event	April 15	May 18-20	
Bio International Convention, San Francisco, CA	May 6	June 6-9	
Global Petroleum Show, Calgary- Alberta, Canada	May 6	June 7-9	
Select USA Investment Summit, D.C.	19 May	June 19-21	

Farnborough Airshow	June 10	July 11-17	Broken Arrow Chamber of Commerce & Economic Development Council, MidAmerica
21 Club Reception—NYC, NY	September 19	October 20	Stillwater Chamber of Commerce, Broken Arrow Chamber of Commerce, Muskogee City-County Port Authority
NBAA—Orlando, FL	October 3	November 1-3	Stillwater Chamber of Commerce
Fabtech—Las Vegas, NV	October 14	November 16-18	-
Houston GEDMT Reception	October 7	November 10	Stillwater Chamber of Commerce

*Note: Any registration costs or pay-to-play fees for the above shows and events are the responsibility of individual partners.*

*\*Staff will be setting the 2017 schedule in the coming weeks and will provide this to partners as soon as it is available.*

## **2017 Regional Partner Meetings**

- February 16, 2017
- May 25, 2017
- August 24, 2017
- November 9, 2017

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