

**To:** Honorable Mayor and City Councilors  
**From:** Russell Gale, Acting City Manager  
**Date:** February 27, 2015  
**Re:** Notes to Council

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

- Utilities Monthly Report – January 2015

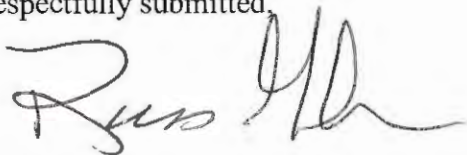
### **2. GENERAL CORRESPONDENCE / NOTIFICATION**

- Press Release: HOA Workshop Scheduled for March 7

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

- Upcoming Events

Respectfully submitted,



Russell Gale

jmh  
Attachments

# 1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



**INTEROFFICE MEMO**

**To:** Russell Gale, Acting City Manager  
**From:** Anthony Daniel, Utilities Director *AD*  
**Date:** February 23, 2015  
**Re:** Utilities Department Monthly Report – January 2015

	<b>January 2015</b>	<b>January 2014</b>
<b>Water Purchased and Distributed</b>		
OOWA – Water Purchased	0 MG	332.2 MG
Water – Sold	260.3 MG	223.7 MG
[Verdigris WTP came on line April 10, 2014]		
<b>Wastewater Treated</b>		
Lynn Lane Plant	127.2 MG	142 MG
Haikey Creek Plant (BA)	125.9 MG	141.8 MG
Haikey Creek Plant (Tulsa)	167.5 MG	173.8 MG
<b>Water Distribution</b>		
Tap and Meter Sets	36	42
Meters Repaired/Replaced	53	40
Line Locates Done	440	337
Service/Meter Leaks	45	200
Distribution Leaks Repaired	25	6
Fire Hydrants Repaired/Replaced	2	47
New Water Line Installed	393 lf	0 lf
Fire Hydrants Exercised and Painted	0	Total to date 1087
<b>Sanitary Sewer Collection</b>		
Sewer Line Blockages	8	4
Sewer Line Cleaned	750 lf	1,700 lf
Sewer Line Repaired	0 lf	0 lf
Line Locates Done	35	28
Sanitary Sewer Overflows Reported to DEQ	2	6
New Sewer Line Installed	0 lf	0 lf

## Wastewater Treatment Flow Report

Jan-15

Location	Jan-15 ( MG )	Jan-14 ( MG )	% Change
Lynn Lane Wastewater Treatment Plant (Includes Tulsa TB04 & TB05)	127.228	94.058	35.3
Haikey Creek Treatment Plant (Broken Arrow)	125.974	141.752	-11.1
Haikey Creek Treatment Plant (Tulsa)	167.549	173.772	-3.6
Broken Arrow → Tulsa Northside (BT01)	4.181	5.294	-21.0
Tulsa → Lynn Lane Wastewater Treatment Plant (TB04)	4.675	4.012	16.5
Tulsa → Lynn Lane Wastewater Treatment Plant (TB05)	4.942	4.685	5.5

## Lift-Booster Station Equipment Maintenance Summary

January 16, 2015 to February 15, 2015

1. Received Gorman-Rupp parts in. Assembled 8 inch rotating assembly for Green Lift Station.
2. Check South Park Pump #2 seal.
3. Replace Pump #1 hour meter at Windsor Lift Station.
4. Oneta Rd./71st. Pump #1 down; Need to replace vacuum start system; Need to replace motor starter.  
Need to replace alternator relay. Replaced junction box for float switches and replaced lead "On/Off" float switch. Ordered parts for Pump #1.
5. Start gathering data from lift stations for maintenance software.
6. Oneta Rd./71st. Adams Creek Northwest work scheduled for the week of Feb. 16-20
7. Rebuilt 10 inch rotating assembly for Adams Creek Northwest.

## LLWWTF Maintenance Summary

January 16, 2015 to February 15, 2015

1. Finish repairing with plant lights.
2. North Headworks screen down. Order new parts.
3. Clean suction line to Grit pumps.
4. Tri-State Industrial put Yasakawa VFD class on and troubleshoot generator transfer switch at LLWWTF.  
Loose wiring on connector to transfer switch. Cut and resplice.
5. Seamed belt on Ashbrook press.
6. Lubrication on Secondary Lift Station screw pump upper bearings and motors.
7. Lubrication on Digester blower motors and jack-shaft bearings.
8. Install soft-start in Blower #3 control cabinet.
9. Lubrication on North bar screen and tighten chains.
10. North screen repaired and back online.
11. Replaced plunger on Thickner hydrant.
12. South screen down due to possum breaking chains. Parts on order.
13. Install phase monitor and surge protection at WAS pump station.
14. Air conditioner unit went out on RAS Pump #2 control cabinet. New one on order.
15. Drive filter failed on RAS Pump #1 control cabinet failed. Moved AC unit to RAS Pump #2 control cabinet.  
Lockout RAS Pump #1 and order new AC unit.
16. Magmeter #4 totalizer on SCADA was restored.
17. Demo RAS Bldg./Centrifugal blower units. Surplus (3) units and piping.
18. Lights in Transport Bldg. operational after not working the past couple of years.
19. SCADA-paks for Headworks and Chlorine Bldg. needing programming.

## January 2015 Lynn Lane and Haikey Creek WWTP Industrial Pretreatment Program Summary

1. Savannah Stauffer, new Pretreatment Technician, started work on January 5<sup>th</sup>.
2. The following reports/ certifications were received and reviewed in the month of January:
  - Gruv-N-Gasket no-discharge certification
  - Blue Bell compliance monitoring report and laboratory analysis.
  - Russelectric compliance monitoring report and laboratory analysis.
  - Flight Safety International compliance monitoring report and laboratory analysis.
  - Unifirst compliance monitoring report and laboratory analysis
3. Pretreatment personnel met with Blue Bell Creameries General Manager and Operations Manager about wastewater compliance issues, corrective actions, and plans for a pretreatment facility as a part of phase 2 of the planned expansion.
4. Calculated and submitted to finance Blue Bell (\$13,399.32) and Unifirst (\$2,611.09) surcharges for the month of January.
5. Mailed letter to food handling establishments with no grease trap or interceptor explaining the need for the devices and requesting they make plans to install one.
6. Discussed and designed Fats, Oil & Grease (FOG) pollution prevention promotional items for the 2015 Home and Garden Show with Communications Director and Tourism Director.
7. Met with the following owners/managers of local food handling establishments about installing grease traps and discussed best management practices for pollution prevention:
  - Top Spot Donuts
  - Daylight Donuts
  - Marilyn's Daylight Donuts
  - Kim's Daylight Donuts
  - CB&I, environmental consultant for Wal-Mart
  - Marco's Pizza
  - Not your Grandma's Cupcakes
  - Papa John's
  - Bamboo Garden
  - Long John Silver's
  - No.1 Kitchen
  - El Viejo
  - Paradise Donuts
  - Duffy's
  - Subway
  - Coney Depot
  - La Reyna
8. Pretreatment personnel met with Sanitation Department Director about FOG program public awareness projects.

9. Pretreatment personnel met with Broken Arrow Public Schools Director of Operations about installing grease traps at the school sites that do not currently have a unit and discussed best management practices for pollution prevention.
10. Amended FOG article on City website to incorporate changes suggested by Sanitation Department Director.
11. Edited FOG door hangers to include information on recycling used cooking oil at the Metropolitan Environmental Trust (MET).

# UTILITIES DISTRIBUTION/COLLECTIONS MAINTENANCE SUMMARY JANUARY 2015

## WATER DISTRIBUTION

January 7, 2015: In trying to isolate a water main break at 515 W Vandalia St. a crew turned off a 6" in-line valve at W Vandalia and S Date Ave and it broke in the off position. This one valve was responsible for a water outage to 59 homes in Broken Arrow Heights as well as several businesses on South Main St. including a hair salon that had a customer with product in her hair. These customers were without water for approximately eleven hours. The reason for such a large outage is that this main line is a one-way feed from Vandalia and does not loop at Date & Washington or Ash & Washington (as the atlas shows) and the 2" main that continues to the businesses on Main St. also does not loop (Dead end line). We also had difficulty finding valves to isolate the line from Elm Pl. due to outdated atlas and map books. After many hours of searching for valves in sub-freezing temperatures and researching through the engineering archives, the proper valve was located and turned off. This resulted in a additional 21 homes without water. The crews were then able to successfully replace the broken 6" valve as well as a broken 2" valve and restore service. The original main line break had been repaired under pressure during the search for the missing valve, but the broken valves could not be replaced until the water was off. The outdated atlas had showed valves and main lines that were no longer in service or had been relocated and contributed to wasted man-hours and longer interruption times for the customers. A proposed new 6" main line from Date and Washington to 1800 S Main St. will eliminate two dead end lines and provide better service to the customers affected.

1. Repaired 8 main line breaks and replaced 13 tapping saddles.
2. Replaced 2 service crossing.
3. Repaired 1 fire hydrant & Replaced 1 fire hydrant.
4. Replaced 3 distribution main valves and repaired 2 valves.
5. Responded to 119 meter leaks.
6. Replaced 53 meters.
7. Repaired or Replaced 46 meter and valve boxes.
8. Replaced 33 Curb Stops.

## SEWER COLLECTION

1. Sewer Service Requests 32
2. Sewer line blockages 8.
3. Lift station repairs 10.
4. Manholes repaired 4.
5. Sewer line cleaned 750 FT.
6. Line locates 35.
7. Lines cameraed 1650 Ft.
8. Cleaned flotes & probes on 30 lift stations . 4. times
9. Cleaned liftstations 5.

## METER READING

- |                                    |   |
|------------------------------------|---|
| 1. Replace Water Meters-136        | 11. Resident Checks- 32   |
| 2. Door Hangers For Bad Checks- 63 | 12. Replace Master AMR Register- 36   |
| 3. Rereads/Leak Test -204          | 13. We are having alot of problem with Master AMR   |
| 4. Turn/offes for non-pay- 345     | 14. Neptune AMR allowing us to read 4 times faster  |
| 5. Turn/ons for non-pay -346       | 15. We are buying a Neptune AMR register with new taps<br>over the last two months-96 total |
| 6. New Accounts -326               | 16. We read 36,591 meters also  |
| 7. Finals -312                     |   |
| 8. Raise Meters- 4                 |   |
| 9. Pulled Meters- 9                |   |
| 10. Replace Meter Stops -4         |   |

## UTILITIES CONSTRUCTION

1. Replaced 400' of 8" C900 water line... Alley Behind City Hall
2. Set 2 Fire Hydrants
3. 30 Line Locates in Pryor, ok

## WATER QUALITY

- Flushed dead end water lines (29 total @ 1,968,250 gallons)
- Tested chlorine levels near auto flushers to verify all working (14 total )
- 12 dirty water calls, 310,660 gallons of water
- 100 Bac-T samples , 2 chlorine (am/pm) daily



### January 2015 water quality complaint calls

Date	Address	Complaint	Solution	gallons flushed	Final chlorine mg/l
8-Jan	2410 W Quincy Cr	Dirty water	Flushed hydrant near complaint address. No one home, no answer	22,500	2.2
9-Jan	3921 S Sequoia ave	Dirty water	flushed hydrant near complaint address. No name or # on order. No one home	22,500	2.1
9-Jan	602 N Date Ave	Dirty water	flushed hydrant near complaint address. Spoke w/ customer on phone.	60,000	1.9
14-Jan	1125 W Fulton St	Black stuff and low pressure	Crew checked pressure and flushed hydrant near address- spoke w/ customer-problem on their side	11,250	night crew
15-Jan	11806 E 62ed Pl	bad odor in water	flushed 2 hydrants in area. No name or # on order. No one home.	75,000	2.8 / 2.7
20-Jan	25020 E 69th St	green water in pool	Checked chlorine, emailed pic of pool to Barney. He spoke with customer suggesting was monkey algae. Flushed hydrant	15,000	3.1 / 3.2
21-Jan	11742 E 63rd St	cloudy water	flushed hydrant near complaint address.	7,500	night crew
21-Jan	717 Meadowood Dr	foamy water, kitchen only	Spoke w/ customer on phone, sounds like air in lines. Flushed hydrant, customer called the next day, we sent a crew out there and they put a riser on meter at highest point because hydrant is too far from house in culdisac.	28,785	2.6
26-Jan	2410 W Quincy Cr.	sand in water, tub only	Spoke w/ customer at home, she said sand in tub only and she thinks caused by us flushing but gets less when we come out (3X now) she also wondered if caused by the hydrant in her yard. Not new construction. flushed hydrant	16,875	2.6
26-Jan	421 S Redbud Ave	foggy water, kitchen only	Spoke w/ customer at home, he showed me sample and appears to be air, told him it will eventually work its way out. Flushed hydrant closest to home.	22,500	2.7
29-Jan	2617 W. Boston St	cloudy water, kitchen only	Spoke w/customer on phone, told her was air and would flush, if any more problems to call back. Flushed hydrant near address.	6,250	3.0
30-Jan	4102 S Sycamore Pl	dirty water	Spoke w/ customer on phone, sounds like air in lines. Flushed hydrant, called customer on Monday, still having problems, put request in for crew to go out.	22,500	2.9
<b>Total</b>				<b>310,660</b>	

January 2015  
 Water Pumpage

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
8.4											
8.7											
7.4											
8.6											
9.3											
8.4											
7.8											
9.4											
9.7											
8.7											
9.1											
9.3											
8.8											
8.6											
8.9											
8.8											
10.1											
9.2											
9.8											
9.2											
8.4											
8.6											
9.0											
8.8											
9.3											
8.8											
9.1											
8.7											
7.8											
8.8											
8.0											
273.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

8.8											
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273.5

Daily High: 10.1

Daily Low: 7.4

## 2. GENERAL CORRESPONDENCE / NOTIFICATION



**Contact: Krista Flasch**  
**Director of Communications**  
**City of Broken Arrow**  
**Phone: (918) 259-2400, ext. 5309**  
**Mobile: (918) 409-7771**  
**Fax: (918) 259-8226**

\*Revised\*

**Homeowners Workshop Offers Free Tips and Information**  
*Free event scheduled for **March 7***

**Broken Arrow, Okla. (2/27/2015)** – The 2015 Broken Arrow Homeowners Workshop will be held from 9:00 a.m. to 12:00 p.m. on Saturday, **March 7** at Central on Main, 210 N. Main Street.

This annual workshop provides a great opportunity for HOA members, current homeowners and potential homeowners to get their property and neighborhood questions answered.

Each session will present experts within their field of expertise. These topics will be offered in four concurrent sessions. Participants can attend any session at any time. Session Topics Include: Legal and Operation issues for Home Owners Associations, Public Safety (Police and Fire Departments), Animal Control, Building Permits, Planning and Development, Code Enforcement, Neighborhood Beautification, Stormwater Management and Low Impact Development (LID) Certification for Neighborhoods, HOA Insurance, HOA Accounting and Tax Requirements and Recycling.

Light refreshments will be available. Attendees will also be eligible to win a weather radio and other door prizes. The event is free and open to the public.

To register for the event, visit [www.BrokenArrowOK.gov/HOA](http://www.BrokenArrowOK.gov/HOA).

**WHAT:** Broken Arrow Homeowners Workshop  
**WHEN:** Saturday, **March 7** from 9:00 a.m. to 12:00 p.m.  
**WHERE:** Central on Main, 210 N. Main Street

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### 3. SPECIAL EVENTS / ACTIVITIES



**To:** Russell Gale, Acting City Manager  
**From:** Lori Hill  
**CC:** Scott Esmond  
**Date:** February 26, 2015  
**Re:** Notes to Council – Updated upcoming Rose District Events

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Below are updates for the next couple of months in The Rose District.

**UPCOMING EVENTS**

- Through March 26 – [Art in the Rose District](#) – Broken Arrow Historical Society Museum
  - No street closures
- Through March 28 – [Smitten, A Valentines Art Show](#) – Your Design
  - No street closures
- March 14 – [ShamROCK the Rose](#) – BA Buzz
  - Main street will be closed all day from the Farmer’s Market to Broadway
  - Event will feature live bands, food trucks, street vendors, etc.
- April 17 – [The Midtown Men](#) – Broken Arrow PAC
  - No street closures
- April 18 – [Farmer’s Market Opens](#)
  - No street closures
- April 25 – Rose District Photo Shootout – F-Stop Photography – **MORE DETAILS BELOW**
  - No street closures
- May 16 – [Rose Festival](#) – Keep Broken Arrow Beautiful
  - No street closures
- June 5 – Relay for Life – American Cancer Society – **MORE DETAILS BELOW**
  - Main Street will be closed from Fort Worth to El Paso (one block)

**ADDITIONAL INFORMATION**

- **Photo Shootout:** On April 25 Fred Chambers, with F-Stop photography, is hosting a photo-shoot event in the Rose District. He is recruiting photographers, models and make-up artists to use the Rose District as a place to build their professional portfolios. This is a free event for the participants.
- **Relay for Life:** Bridgette Shelton from Relay for Life may be contacting you regarding how to become a sponsor for this event. The event time is 6:00 p.m. - 12 a.m. You may consider staying open late.



**February 26, 2015**

**UPCOMING EVENTS – RECREATION DEPARTMENT**

- The second annual Pickleball Invitational will be held March 14<sup>th</sup> at Central Park Community Center. Participants are 45 years and up. Their registration fees include a Friday night dinner at the BA History Museum, a t-shirt and registration into the tournament. Last year there were only 16 participants and this year we have 36.
- Broken Arrow Youth Volleyball Club starts play at Nienhuis Park Community Center on March 7<sup>th</sup>. We have 195 girls and boys registered this season. The league has grown by about 40 participants each season.

**Thor Rooks**

Recreation Manager

O: 918-259-7007 x7441

F: 918-259-7008

**BA PARKS & REC**

