

To: Honorable Mayor and City Councilors
From: Russell Gale, Acting City Manager
Date: September 12, 2014
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Engineering and Construction Department begins revision of City's Standard Construction Specifications and Details
- Chalk It Up Event: September 19-20, 2014 (rescheduled from June – application not included)

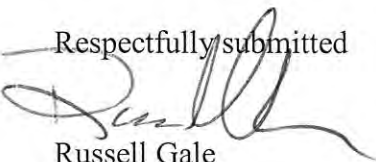
2. GENERAL CORRESPONDENCE / NOTIFICATION

- DEQ Letter Regarding August 2014 Inspection Report
- RMUA 6/11/2014 Meeting Minutes
- RMUA Quarterly Report
- RMUA Quarterly Pretreatment Report
- RMUA Comparative Financial Statements Years Ended June 30, 2014 and 2013
- Sales Tax Reports
- BAPD – Calls for Service Report – August 2014
- Cox Communications Letter

3. SPECIAL EVENTS / ACTIVITIES

- Youth City Council Brochure
- United Glow Night – Nienhuis Park on September 13, 2014 (flyer attached)
- Night at the Museum – Broken Arrow History Museum on September 13, 2014 (flyer attached)
- Thursday Night live: September 18, 2014, Dan Martin

Respectfully submitted



Russell Gale
jmh

Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



To: Russell Gale, Acting City Manager
From: Doug Tiffany, Engineering and Construction Department
Date: September 11, 2014
Re: September 2014 Notes to Council

Engineering and Construction Department has embarked on a yearlong process to revise the City of Broken Arrow Standard Construction Specifications and Details, last revised August 1999. This will most likely result in updates to the City of Broken Arrow Engineering Design Criteria Manual. During this process special specifications will be included in construction contracts to allow immediate implementation of specific items.

To: Russell Gale, Acting City Manager
From: Lori Hill, Tourism Director
CC: Scott Esmond, Director Recreation, Parks, Cultural Affairs and Tourism
Date: September 11, 2014
Re: Notes to Council - Chalk It Up Special Event Permit Application/Road Closures

Please find attached the Application for Special Event Permit for the Chalk It Up event which will take place September 19-20, 2014 in Broken Arrow. Road closure request include Main Street from Broadway to Dallas.

Road closures were approved by the Special Events Committee and City Manager on September 11, 2014. Application is attached for your review.

2. GENERAL CORRESPONDENCE / NOTIFICATION





SCOTT A. THOMPSON
Executive Director

OKLAHOMA DEPARTMENT OF ENVIRONMENTAL QUALITY

MARY FALLIN
Governor

August 31, 2014

Mr. Ron Wing
Engineering & Construction Department
485 N. Poplar Avenue
PO Box 610
Broken Arrow, OK 74013-0610

Re: Broken Arrow Municipal Authority
Water Supply Improvements
DWSRF Project No. P40-1021508-03
August 2014 Inspection Report

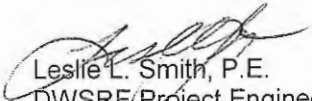
Dear Mr. Wing:

As required by the Drinking Water State Revolving Fund program, we perform monthly inspections of the ongoing construction of your above referenced project to verify compliance with the approved construction plans and specifications and to monitor the timely progress of construction. All construction is complete except for punch list items so no on-site meeting was held this month.

Please find attached the monthly report of the current conditions as of **August 31, 2014**. Our observation indicates that the project is substantially complete and is acceptable.

If you have any questions please call me at (405) 702-8102.

Sincerely,


Leslie L. Smith, P.E.
DWSRF Project Engineer
Water Quality Division

LS/DWSRF file

cc: Roger Hughes, PE, COBA, 485 N. Poplar, Broken Arrow, OK 74012
David Myers, Project Inspector, 485 N. Poplar, Broken Arrow, OK 74012
Thomas M. Moton, Jr., City Manager, PO Box 610, Broken Arrow, Ok 74012
Anthony Daniel, Utilities Director, COBA, 485 N. Poplar, Broken Arrow, OK 74012

City of Broken Arrow

SEP 08 2014

City Manager's Office



**Department of Environmental Quality
DWSRF Monthly Inspection Report**

Project Information

A. General Information

Name: Broken Arrow MA DWSRF Loan No. ORF-11-0006-DW FAP OWRB Loan No. FAP-11-0002-L
 DWSRF Project Number: P40-1021508-03 Inspection report Date: 8-31-14
 (No Meeting Held)

B. Inspection Participants

Name	Title	Representing
Leslie L. Smith	Project Engineer	DWSRF
Doug Tiffany, P.E.	COBA Engineering	COBA
David Myers 918-698-9326 Cell	COBA Inspector	COBA
Roger Hughes, PE x5260	COBA Engineering	COBA
Tom Hendrix PE	COBA Engineering	COBA
Sandy Brannon x7340	COBA Construction	COBA
Paul Rhodes x7375	COBA Utilities	COBA
Mike Norman x918-664-6493	Building & Electrical Inspector	COBA
Jimmy Helms x918-357-3366	WTP Operator	COBA WTP
Joel Cantwell, PE&Adriano Vieira	Project Engineer	HDR
Jason Lundry 479-616-4289	Project Manager	Crosslands Heavy
Todd Zimmerman 479-721-2029	Superintendent	Crosslands Heavy
Kim Reeve	Architect & Civil Site	BKL
Tom Caldwell	COBA Finance	COBA
Tom Cook	COBA Finance	COBA
Brian Filak	Electrical & Controls/SCADA	Oil Capital Electric
Ron Edmond	Contractor	Crossland Heavy
Ryan Adler	Contractor	Crossland Heavy
Anthony Daniel	Utilities Director	COBA
PSO & AEP engineers	Electrical	PSO & AEP
Ron Wing	COBA	COBA
Todd Townsend	Project Engineer	HDR
OCE & Bauman representative	Controls	Bauman
Jerry Hall	Pall Membranes	Pall

Project Status

1. Construction Progress

Contract Number	Contract Dates		Days Scheduled	% Completion	Total Payments Made to Date
	Start	End			
1	2/12/12(Orig 7-2-14)	7-10-14	5-15-13 SC (795)	95%	\$57,976,334.41(All Funds)
		3-5-12 NTP	7-10-14 - 874 days Final Payment		

*RCP's & CO's will add additional weather & delay days -Phase II completed

Payment Information - Construction Loan Amounts

- a. Latest Loan Payment: \$3,856,112.94 DWSRF(#15, #16, #17)
- b. Cumulative Payments: \$59,001,941.73 % of Loan Amount: 100% FAP & 93% of DWSRF Loan
- c. Original Contract Amount(s): \$56,831,875.00
 Change Order Amount(s) : #1 - #31 \$ 1,450,575.41
 Current Contract Amount(s): \$58,282,450.41

2. Payment Information -Total Loan Amounts

- a. Latest Loan Payment: \$3,856,112.94 DWSRF
- b. Cumulative Payments: \$59,001,941.73 (FAP&DWSRF) % of Total Loan Amount: 90%
- c. Original Total Loan Amount: \$64,755,000

4. Comments:

Contract Status: (Repeat this section for each contract)

A. Contract # & Description/Location: Water Supply Improvements

Contractor: Crossland Heavy Contractors

B. Contract Information:

1. Original Contract Amount: \$56,831,875.00 Change Order Amount: \$ 1,450,575.41

Current Contract Amount: \$58,282,450.410

2. Original Contract Period: 790 Substantial (850) Final Days Change Order Days: 26 Days

Current Contract Period: 795 (857) Days to 876 plus 17 days for CO #31 is 893 days

3. Description: CO #1 – #31

C. Check if item appears acceptable:

- Construction estimates agree with work in place.
 - Actual work within 10% of schedule.
 - Work in place consistent with approved plans/specs and approved change orders.
 - Adequate number of quality assurance tests
 - Quality assurance tests in compliance with contract documents.
 - Quality control tests (compaction, concrete, etc) performed.
 - Copies of QA/QC test results maintained in recipient's files.
 - Resident inspector's documentation is current and complete.
 - No complaints from prime or sub-contractors regarding payments.
 - Materials and equipment properly stored and protected.
 - Contractor's insurance is current. (Expires 4-30-15)
 - Project sign is correct.
 - Davis Bacon wage rates posted. (Behind glass sign at entrance)
 - Requirements for Davis Bacon are met.
 - City/Authority's file system in place at recipient's office.
 - Confirm green components incorporated into the project as planned
- List Green Components on the project: energy efficient pumps
Green principal reduction expended to date: 100 % of \$500,000.00 Green funds paid on 6-7-12

Deviations from above: None.

C. **Work in progress:** No meeting in August or field inspection as project is near completion. No major items left to construct. The water treatment plant is substantially complete and in operation. Change Order #31 of miscellaneous items approved. Crosslands is currently working on a punch lists of minor miscellaneous items. Change Order #31 of miscellaneous items has been approved. A portion of retainage has been returned to contractor. A change order for the OOWA connection will be forthcoming and partially paid from the loan fund and city funds. Crosslands has demobilized large equipment from the site. Ron Wing is fulfilling the onsite duties for the completion of the project. David Myers is the inspector. Working on several issues listed in the monthly report. New City Engineer on the WTP project is Doug Tiffany, P.E. City and Crosslands working on several punch list items this month.

E. **Pending/Anticipated Change Orders:** CO #1- through #31 have been approved to date. Other minor change orders will be processed.

DAVIS BACON COMPLIANCE CHECKLIST:

A. General Information

Contract No.:1 **Contractor:** Crosslands Heavy Contractors

B. Confirm that project is in compliance with Davis Bacon Requirements:

- 1. City/Authority/RWD has collected payroll records (WH-347) for all laborers/mechanics for all weeks of construction
- 2. Payroll records indicate that employees are paid weekly.
- 3. Assistance recipient has collected signed certifications of Davis-bacon compliance (WH-347 reverse side) for all weeks of construction.
- 4. Assistance recipient has documentation (SF-1445 or equivalent) that wage interviews were conducted by DEQ
1st interview 2nd&3rd Interview Date of Interview: Performed Monthly by City Inspector
- 5. Davis Bacon wage posters (a) (WH-1321) (b) OSHA Whistleblower Fact Sheet are posted at the construction site in a conspicuous place protected from the weather in all relevant languages.
- 6. Applicable Davis-Bacon wage rate determinations are posted at the construction site.

C. Confirm that Assistance recipient is monitoring Davis-Bacon Compliance

- 1. Assistance recipient has reviewed weekly payroll submissions to confirm that employees are paid weekly, without unauthorized payroll deductions, and according to the wage determinations established in the contract
- 2. City/Authority/RWD has verified contractor fringe contributions were made as planned:
Fringe paid in cash (weekly) Fringe paid to bona fide fringe benefit plan (quarterly)

Exceptions or deviations from above: David Myers interviews random sampling of employees every few months. Sandy Brannon serves as payroll checker and is submitted with pay applications monthly as well as form DW-075.

Signature



Leslie L. Smith, PE, DWSRF Project Engineer

Date 8-31-14

Minutes of the regular meeting of the Regional Metropolitan Utility Authority held in Conference Room 10 South, One Technology Center, 175 East 2nd Street, Tulsa, Oklahoma 74103, on Wednesday, June 11, 2014 at 8:00 a.m. Same being a meeting as set out in Notice and Agenda posted in the City Clerk's Office on June 6, 2014, at 2:44pm.

Roll Call Disclosed the Following Trustees Present:

Ray Bowen, Bixby	Absent	Randy Ewing, Jenks	Present
Doug Enevoldsen, Bixby	Present	Sherry Bishop, Owasso	Present
Craig Thurmond, B.A.	Present 8:08 am	Warren Lehr, Owasso	Absent
Thomas Moton, B.A.	Present	Jim Cameron, TMUA	Present
Robert Carr, Jenks	Present	Lou Reynolds, TMUA	Present

Also present was R. James Unruh, Attorney for the Trust

Vice- Chair Jim Cameron called the meeting to order at 8:00 a.m.

1. ROLL CALL

There was a quorum.

2. **MINUTES OF MEETING** - Minutes of the regular meeting of March 12, 2014 presented for correction approval.

Lou Reynolds made the motion to approve the minutes of March 12, 2014. Randy Ewing seconded the motion. Motion carried.

3. REPORTS

- a. **Haikey Creek Quarterly Report** Matt Vaughan, City of Tulsa Water & Sewer

Mr. Vaughan presented the FY 2013-2014 fourth quarter, (March, April and May) Haikey Creek report

Process Summary:

The plant processed approximately 930.01 million gallons of wastewater during the quarter with an approximate average daily flow of 10.11 million gallons per day. 6.50 inches of rainfall occurred during the quarter. The historical average for this quarter is 13.69 inches. 98.6% of TSS and 98.4% of BOD were removed in the treatment process from February 1, 2014 through April 30, 2014. This quarter 3,799,000 gallons of sludge were hauled to the Southside facility.

ODEQ report: March 9-10, 2014 – WET Testing for quarter March 1- May 31 passed. ODEQ Quarterly Inspection conducted on March 24, 2014, no issues noted. ODEQ was informed of a sewage overflow in Haikey Creek Park following a heavy rainfall event on June 2, 2014. All four pumps were in service but overwhelmed by peak inflow and infiltration. Tulsa and Broken Arrow need to pursue aggressive collection system rehabilitation and continue with plan to upsize existing force main, providing 10 mgd additional capacity.

Construction Summary:

Equipment being replaced for FY13 capital includes: automatic greasers, return pumps, rotating scum pipe and influent flow valve. WPC 13-1, Walters Morgan Construction, \$403,000, 99% complete. FY14 Capital equipment replacements includes: Grit Tank Bypass valve, MCC's Grit Separators, Grit Collectors, Ops Heat and AC unit #1. Opened bids on Friday, March 21, 2014. Crossland was low bidder with a bid of \$460,500. Processing contract.

Design Summary

Haikey Creek Lift Station Rehabilitation (Tetra Tech): Phase 2, screening and odor control improvements. Final design plans 99% complete.

Haikey Creek Lift Station – Force Main (Tetra Tech): Phase 3, force main replacement. Start design following LS rehabilitation bid.

Haikey Creek FEB Expansion (CH2M Hill): Expand volume by 18 million gallons. Engineering design agreement to be presented to the RMUA in June.

Haikey Creek Activated Sludge Train Rehabilitation (CH2M Hill): Final report to be presented to RMUA in June.

Haikey Creek Disinfection Improvements (Black & Veatch): Design of Ultra Violet facilities for year round disinfection. Design is progressing. Compliance schedule is included in the discharge permit. Staff requested 8 month time extension for completion of the new facilities. ODEQ is formalizing response.

Development/Growth Summary

There were 3 Tulsa developments and 5 Broken Arrow developments connected to the Haikey Creek Basin this quarter.

The available flow records used to develop the percentage cost sharing between Tulsa and Broken Arrow for operation and maintenance of the Haikey Creek Wastewater Treatment Plant for **February 2014:** Broken Arrow 43.78% - Tulsa 55.22%; **March 2014:** Broken Arrow 45.04% and Tulsa 54.96%; **April 2014:** Broken Arrow 44.27% and Tulsa 55.73 %.

Mr. Cameron recommended that the current plant design capacity be reported at 12.5 mgd until the 16.9 mgd. is actually reached. The plant was permitted at 16.9 mgd but the true capacity is closer to 12.5 mgd. There is a plan with CH2M Hill for improvements to get up to the true 16.9mgd.

Chair Mayor Thurmond arrived at 8:08. Vice-Chair Cameron turned the meeting over to Chair Thurmond.

b. Quarterly Pretreatment Report - Lauren Wilson, City of Broken Arrow Pretreatment Coordinator

Ms. Wilson presented the March 2014 through May 2014 RMUA Quarterly Pretreatment Report.

DEQ performed the yearly Pretreatment Compliance Inspection on March 17, 2014 at the Lynn Lane Wastewater Treatment Plant. There was one deficiency that required a formal response. DEQ requested a copy of the enforcement actions taken by City of Tulsa in regard to an oil & grease violation by Southwestern Regional Medical Center. Ms. Wilson prepared a formal response letter to be sent with permission from RMUA.

All Significant Industrial users (SIU) in the Haikey Creek Wastewater Treatment Plant Basin are in compliance with their permits.

Southwestern Wirecloth was inspected and sampled by City of Broken Arrow pretreatment staff on 4/29/14 as part of federal pretreatment regulations. They are in compliance with their permit.

Hillcrest South Hospital was inspected by City of Tulsa Staff on 5/6/14 and they are in compliance with their permit.

Broken Arrow Powder Coasting was inspected and sampled by City of Broken Arrow pretreatment staff on 5/12/14 and 5/13/13 and they are in compliance with their permit.

Door Hangers have been distributed to Broken Arrow neighborhoods and apartment complexes. Door hangers were also distributed to managers at local merchants that are distributing trash bags and distributed by volunteers at the Broken Arrow Police Department table at Rooster Days.

There were 49 Fats, Oil & Grease Food Handling Establishment Inspections between March 1st and May 21st 2014. On April 22, 2014 the City of Broken Arrow pretreatment staff met with Broken Arrow Public Schools operations, maintenance and nutrition staff to discuss the city's best management practice.

c. Comparative Financial Statements for the Nine Months Ended March 31, 2014 and 2013 – Cheryl Black, City of Tulsa Finance Department

Ms. Black presented the comparative financial statements report and welcomed questions.

4. MISCELLANEOUS ACTION ITEMS

- a. Haikey Creek Wastewater Treatment Evaluation – Approve – Paul Zachary** – Recommend acceptance and filing of the report. The final report was submitted March 11, 2014. This study was initiated by City of Tulsa and City of Broken Arrow for the RMUA Haikey Creek WWTP. CH2M-Hill was hired to evaluate the activated sludge system, investigate short-term fixes for the mechanical aeration system, recommend means to address the current issues, and identify how upgrades would be integrated into the longer term activated sludge process improvements. The report outlines the current state and the recommended improvements associated with the projected needs of the Haikey Creek WWTP. The funding timeframe will be subject to the capital project prioritization process and coordination with participants of the Haikey Creek WWTP. **RECOMMEND APPROVAL.**

Mr. Zachary introduced Lars Ostervold with CH2M Hill. Mr. Ostervold presented the report for the Haikey Creek Wastewater Treatment Evaluation by overhead slides. Questions were welcomed.

- b. Discuss and approve the budget for FY15 -Capital Projects Fund (6951 - \$13,156,000 Alan Rowland** The proposed budget appropriations are \$13,156,000. The funds will be used with existing appropriations for: (1) plant equipment rehab & replacement; (2) design of right of way for Haikey Creek lift station improvements phase 3; (3) construction of flow equalization basin expansion & plant effluent water pump station; (4) construction of security & safety improvements to the disinfection facilities; and (5) design of the sludge management center roof. **RECOMMEND APPROVAL** (Tracking #UB12198)

Lou Reynolds made a motion to approve the FY15 Capital Projects Fund Budget. Sherry Bishop seconded the motion.

Roll Call for item 3b:

BOARD MEMBER	VOTE/YES OR NO
Craig Thurmond – BA -Chair	YES
Jim Cameron TMUA– Vice-Chair	YES
Lou Reynolds - TMUA	YES
Doug Enevoldsen - Bixby	YES
Thomas M. Moton - BA	YES
Robert Carr Secretary - Jenks	YES
Randy Ewing - Jenks	YES
Sherry Bishop-Owasso	YES

Motion carried.

- c. **Discuss and approve the budget for FY15 - Operating Fund (3551) - \$2,593,000 – Alan Rowland**
 The proposed budget is for \$2,593,000, a 10.4% increase over the FY14. The attached document compares the FY14 and FY15 detailed budgets. Highlights are: Onsite Personnel 3% increase, Onsite Materials a 15% increase, WPC Instrumentation & SCADA Support a 31% increase, lab Charges a 17% increase, Electric Use a -25% decrease, Equipment Management (EMD) Expenses for Haikey Creek vehicles a -65% decrease, EMD Expenses for Tanking and Land management Expenses a 156% increase, Haikey Creek Routine Capital a 153% increase and Field Support Services Routine Capital a 26% increase. The budget has been approved by the RMUA Operations Committee. **RECOMMEND APPROVAL** (Tracking #UB12199)

Lou Reynolds made a motion to approve the FY15 Capital Projects Fund Budget. Jim Cameron seconded the motion.

Roll Call for item 3C:

BOARD MEMBER	VOTE/YES OR NO
Craig Thurmond – BA -Chair	YES
Jim Cameron TMUA– Vice-Chair	YES
Lou Reynolds - TMUA	YES
Doug Enevoldsen - Bixby	YES
Thomas M. Moton - BA	YES
Robert Carr Secretary-Jenks	YES
Randy Ewing - Jenks	YES
Sherry Bishop-Owasso	YES

Motion carried.

- d. **Ordinance – RMUA Funds Transfer - RMUA – Capital Projects Funds - Fund No. 6951, BC46951JM1, \$824,000.00 Alan Rowland**
 This transfer is to correct a scrivener’s error and maintain accounting uniformity with OWRB Loan Project – Fund 6054- 0040522 – 132007. Transfer will place funds in correctly coded project. **RECOMMEND APPROVAL** (Tracking #UB12205)
- c. **ES 2010-08 - Haikey Creek Flow Equalization Basin Improvements - CH2M Hill, Inc., \$825,675.74 – Approve – Paul Zachary – Submitted for your consideration is Amendment No. 1 for Professional Services between Regional Metropolitan Utility Authority and CH2M Hill, Inc. Amendment No. 1 consists of a new Flow Equalization Basin (FEB) and related facilities at the Haikey Creek Wastewater Treatment Plant. The original Agreement in the amount of \$194,407.00, Amendment No. 1 in the**

amount of \$825,675.74, this increases the total Agreement amount to \$1,020,082.74. **RECOMMEND APPROVAL.** (Tracking No. UB12206)

f. **ES 2009-10 - Amendment 5 - Haikey Creek Lift Station Improvements - Tetra Tech, Inc., \$799,900.00 – Approve - Paul Zachary** – Submitted for your consideration is Amendment No. 5 for Professional Services between the Regional Metropolitan Utility Authority and Tetra Tech, Inc., in the amount of \$799,900.00. This Amendment consists of additional design for a new force main from the existing Haikey Creek Lift Station to the Haikey Creek Wastewater Treatment Plant. The original Agreement in the amount of \$100,000.00, Amendment No. 1 \$84,900.00, Amendment No. 2 \$120,000.00, Amendment No. 3 \$222,600.00, Amendment No. 4 \$123,000.00, and Amendment No. 5 \$799,900.00 this increase the total Agreement amount to \$1,450,400.00. **RECOMMEND APPROVAL.** (Tracking No. UB12212)

g. **Industrial Pretreatment Program – Broken Arrow Municipal Authority (BAMA) - Approve Clayton Edwards** – The Regional Metropolitan Utility Authority (RMUA) owns and is responsible for the Haikey Creek Wastewater Treatment Plant. Broken Arrow discharges to the Haikey Creek Wastewater Treatment Plant. RMUA must develop and implement an industrial pretreatment program pursuant to conditions contained in the Haikey Creek OPDES discharge permit # OK0034363 issued by the State of Oklahoma Department of Environmental Quality. Broken Arrow desires to continue to discharge wastewater which includes industrial waste to the Haikey Creek Wastewater Treatment plant and recognizes its industrial waste control obligations Federal Law 40 CFR Part 403, General Pretreatment Regulations for Existing and New Sources of Pollution. **RECOMMEND APPROVAL.** (Tracking #UB12051)

5. Change of Election of Officers for discussion, review and/or take action – Jim Unruh

Mr. Unruh explained that routinely the RMUA election is held after the TMUA election. The TMUA elections are not until July. The election of officers for RMUA would then be after the July TMUA meeting. Mr. Unruh asked for approval to changing the RMUA elections to the September meeting, after the TMUA elections of officers in July. Lou Reynolds moved for approval for the election of RMUA officers being moved to the September meeting. Jim Cameron seconded the approval.

6. NEW BUSINESS

There was none.

7. DATE OF NEXT MEETING

The next RMUA meeting is scheduled for Wednesday, September 10, 2014, at 8:00 am Conference Room 10 South, One Technology Center, 175 East 2nd Street, Tulsa, Oklahoma.

8. APPROVAL OF AGENDA

Lou Reynolds moved approval of all items except for the items that have already been approved. Randy Ewing seconded the motion.

Roll Call for approval of agenda.

BOARD MEMBER	VOTE/YES OR NO
Craig Thurmond – BA -Chair	YES
Jim Cameron TMUA– Vice-Chair	YES
Lou Reynolds - TMUA	YES
Doug Enevoldsen - Bixby	YES
Thomas M. Moton - BA	YES

BOARD MEMBER	VOTE/YES OR NO
Robert Carr Secretary-Jenks	YES
Randy Ewing - Jenks	YES
Sherry Bishop-Owasso	YES

Motion carried.

9. ADJOURN

Nothing further coming before this Authority, at 8:45 am. Chairman Thurmond adjourned the meeting.

Sherry J. Gaston, Administrator
Regional Metropolitan Utility Authority

REGIONAL METROPOLITAN UTILITY AUTHORITY
QUARTERLY REPORT

FIRST QUARTER (June, July and August) Fiscal Year 2014-2015

PROCESS SUMMARY

- The plant processed approximately **931.84** million gallons of wastewater during the quarter with an approximate average daily flow of **10.47** million gallons per day.
- **10.4** inches of rainfall occurred during the quarter. The historical average for this quarter is **13.10** inches.
- **98.7 %** of TSS and **98.7 %** of BOD were removed in the treatment process from May 1, 2014 through July 31, 2014.
- This quarter **3,207,400** gallons of sludge were hauled to the Southside facility.
- The twelve-month moving averages for Flow, BOD and TSS are attached.
- ODEQ:
 1. ODEQ conducted a quarterly inspection on June 21, 2014.
 2. **Reported to ODEQ on July 24, 2014, failure to collect fecal sample.**
 3. **Reported to ODEQ on August 22, 2014, sludge overflow on plant grounds.**

CONSTRUCTION SUMMARY

- FY '13 Capital Equipment Replacements: Equipment being replaced includes: automatic greasers, return pumps, rotating scum pipe, and influent flow valve.
 - WPC 13-1, Walters Morgan Construction, \$403,000. **Work is complete.**
- FY '14 Capital Equipment Replacements: Equipment being replaced includes: Grit Tank Bypass valve, MCC's, Grit Separators, Grit Collectors, Ops Heat and AC unit #1.
 - WPC 14-3, Crossland Heavy Contractors, \$460,500. **Submittal process ongoing.**

DESIGN SUMMARY

- Haikey Creek Lift Station Rehabilitation (Tetra Tech): Phase 2, screening and odor control improvements. **Final design 100% complete.**
- Haikey Creek Lift Station – Force Main (Tetra Tech): Phase 3, force main replacement. **Kick-off meeting held July 8, 2014. Survey is complete.**
- Haikey Creek FEB Expansion (CH2M Hill): Expand volume by 18 million gallons. **Engineering amendment was previously approved by the RMUA, but has been revised due to comments by Tulsa Legal Department.**

- Haikey Creek Disinfection Improvements (Black & Veatch): Design of Ultra Violet facilities for year round disinfection. Design is complete. Project started advertising August 4, 2014 and bids were due September 5, 2014.

OPERATIONS COMMITTEE REPORTS

Meeting minutes attached.

DEVELOPMENT/GROWTH SUMMARY

- 1 Tulsa developments and 0 Broken Arrow developments were connected to the Haikey Creek Basin this quarter.
- Attached are the available flow records used to develop the percentage cost sharing between Tulsa and Broken Arrow for operation and maintenance of the Haikey Creek Wastewater Treatment Plant.

	Broken Arrow	Tulsa
May 2014	44.37%	55.63%
June 2014	44.86%	55.14%
July 2014	44.88%	55.12%

Tulsa - Broken Arrow Billing Network Flow Data

May 2014

Haikey Creek Lift Station

Broken Arrow	57.69%	138.687	MG
Tulsa	42.31%	101.717	MG
Total	100.00%	240.404	MG

Haikey Creek Wastewater Treatment plant

Broken Arrow	44.37%	138.687	MG
Tulsa (including SE Basin)	55.63%	173.910	MG
Total	100.00%	312.597	MG

Broken Arrow Flow to North Side Treatment Plant

Site BT-01	3.880	MG
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Tulsa Flow to Lynn Lane Treatment Plant

Site TB04	4.286	MG
Site TB05	6.534	MG

Tulsa - Broken Arrow Billing Network Flow Data

June 2014

Haikey Creek Lift Station

Broken Arrow	57.88%	145.348	MG
Tulsa	42.12%	105.776	MG
Total	100.00%	251.124	MG

Haikey Creek Wastewater Treatment plant

Broken Arrow	44.86%	145.348	MG
Tulsa (including SE Basin)	55.14%	178.639	MG
Total	100.00%	323.987	MG

Broken Arrow Flow to North Side Treatment Plant

Site BT-01	3.741	MG
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Tulsa Flow to Lynn Lane Treatment Plant

Site TB04	4.456	MG
Site TB05	7.154	MG

Tulsa - Broken Arrow Billing Network Flow Data

July 2014

Haikey Creek Lift Station

Broken Arrow	57.79%	140.407	MG
Tulsa	42.21%	102.566	MG
Total	100.00%	242.973	MG

Haikey Creek Wastewater Treatment plant

Broken Arrow	44.88%	140.407	MG
Tulsa (including SE Basin)	55.12%	172.441	MG
Total	100.00%	312.848	MG

Broken Arrow Flow to North Side Treatment Plant

Site BT-01	3.675	MG
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Tulsa Flow to Lynn Lane Treatment Plant


Site TB04	4.402	MG
Site TB05	6.847	MG



**MEMORANDUM
WATER AND SEWER DEPARTMENT**

DATE: September 2, 2014

TO: Clayton Edwards, P.E.
Deputy Director Environmental Operations

FROM: Brian Bolte 
Support Services Manager

XC: Matt Vaughan
File

SUBJECT: HC Quarterly Biosolids Disposal Report

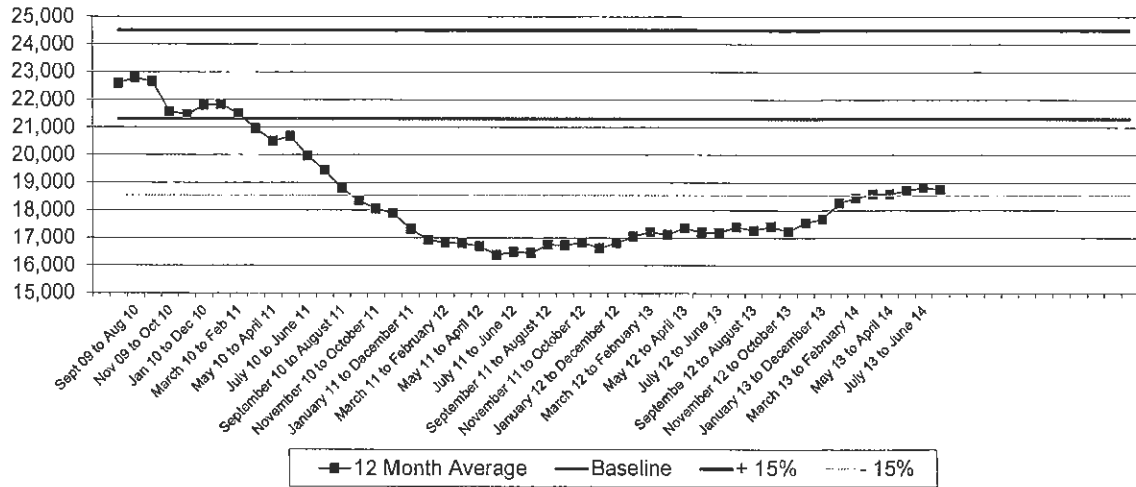
First Quarter, Fiscal Year 2014-2015

Approximately 61.5 yards of grit and screenings were disposed of this quarter.

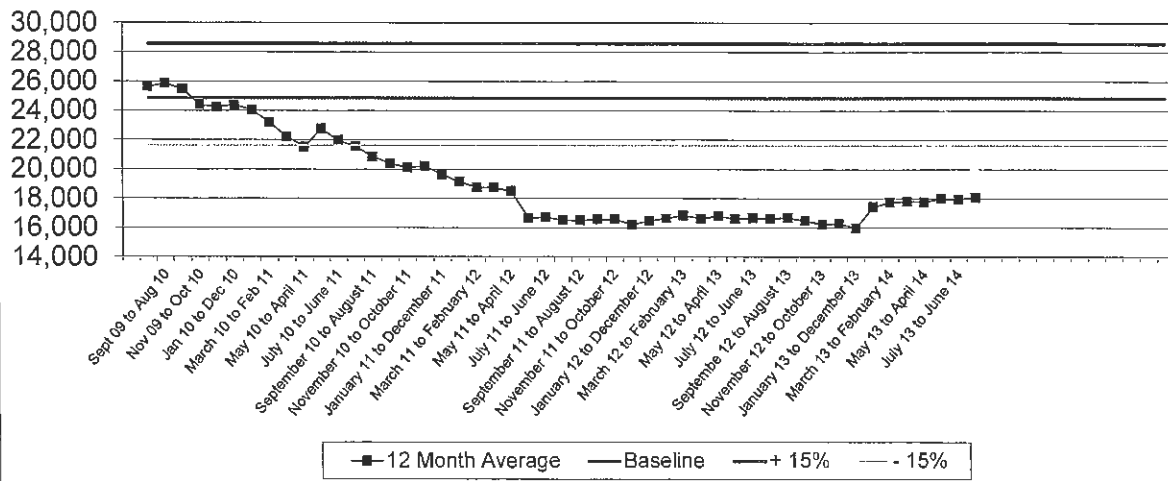
- This quarter **3,207,400** gallons of sludge were hauled to the Southside facility.

There are no dewatered biosolids on site. Sludge will continue to be processed at the Southside facility this quarter.

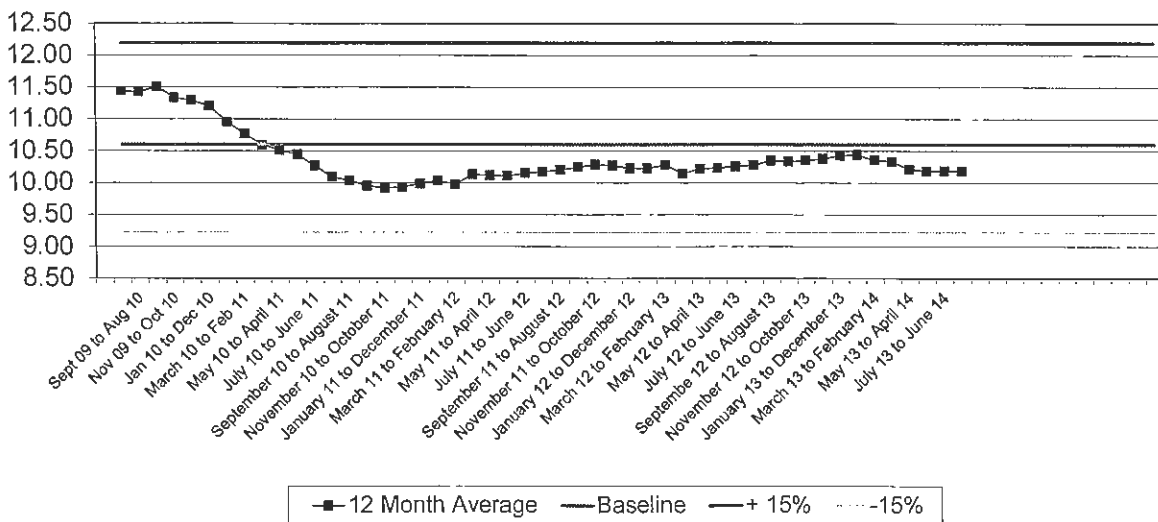
Haiky Creek BOD Influent Pounds



Haiky Creek TSS Influent Pounds



Haiky Creek Effluent Flow MGD



RMUA OPERATION COMMITTEE

Minutes

Date: June 6, 2014

Location: Broken Arrow Engineering Offices

Attendees: Roger Hughes
Anthony Daniel
Bob Shelton
Josh Fisher
Tom Hendrix
Joan Arthur
Matt Vaughan

1. May 1, 2014 meeting minutes submitted for approval. **Approved as written.**
2. Plant Operations (**Kevin Derrick**)
 - Process Summary
 - TSS Removal: **98.2%**
 - BOD5 Removal: **98.7%**
 - Ammonia Removal: **96.3%**
 - Sludge hauled to SS: **1.24 MG**
 - Average solids concentration hauled: **4.5%**
 - **Average monthly flow: 10.25 MGD**
 - **RDT solids: 6.73%**
 - ODEQ
 - **6.2.14 Haikey Creek Lift Station Overflow**
 1. **Approximately 200,000 gallons spilled.**
 2. **DEQ notified by phone and by letter.**
 3. **Recommend proceeding with construction of force main following completion of design and easement acquisition.**
 4. **MV handed out graph of BA and Tulsa Flow meters.**
3. Aeration Basin Repairs (**Josh Fisher**)
 - 2G is out of service due to broken shaft
 - 1A out of service due to electrical problem
4. FY '12/'13 Capital Improvements, Construction (**Andy Lankford**)
 - WPC 13-1, Walters Morgan, \$403,000
 - Work is complete, waiting on one O&M manual.
5. FY '13/'14 Capital Improvements, Design (**Matt Vaughan**)
 - Budgeted amount: \$736,159

- **Opened bids on Friday, 3.21.14. Crossland was low bidder with a bid of \$460,500.**
6. Haikey Creek Lift Station – Screening Improvements, Design (**Britt Vance**):
 - **Final design will be based on ½” screen with spray water (no brushes).**
 - **Final check set has been reviewed by the group. Mylar submittal is pending.**
 - **Jon Nelson investigating material differences between HydroDyne and Parkson screen. Preference is for stainless steel elements.**
 - **Construction cost is \$4,332,738 without alternatives and \$5,199,718 with alts.**
 - **Project should advertise in July or August.**

 7. Haikey Creek Lift Station – Force Main, Design (**Britt Vance**):
 - **Amendment is on the June 11th RMUA Agenda.**
 - **Will need to keep original schedule for construction due to overflow in park.**

 8. Haikey Creek Activated Sludge Train Rehabilitation, Design (**Britt Vance**):
 - **Final report to be presented to RMUA on June 11th.**
 - **Anthony asked to defer construction of the diffused aeration improvements in order to allow BA to focus funding on I&I rehab projects. Matt expressed concern with deferring project, especially given the likelihood that Bixby will divert an additional 1.5 mgd to Haikey Creek within the next two years. Current average flows are approximately 10 mgd, and operations experience and CH2M Hill modeling suggests that the plant (especially the final clarifiers) become stressed at 12.5 mgd. If the plant is allowed to operate under stressed conditions, then the reduced water quality could significantly reduce the effectiveness of the new UV disinfection process.**

 9. FEB Expansion, Design (**Britt Vance**):
 - **Agreement is on the June 11th RMUA agenda.**

 10. Disinfection Improvements, Design (**Britt Vance**):
 - **Design is 60% complete and review meeting is scheduled for June 10th.**
 - **Estimated construction cost is \$4,154,000.**
 - **Advertisement is scheduled for August.**
 - **The cost estimate is greater than the budgeted amount. The plan is to use residual funds from the Act Sludge Interim Repair project.**
 - **ODEQ called Matt Vaughan and said that they will have to issue a consent order or NOV because the RMUA has failed to meet the OPDES compliance schedule for the UV project. Matt Vaughan assured ODEQ that the RMUA is working diligently to complete the design and fund the project. It is anticipated that the project will be complete within 8 months of the required time.**

11. Planning Issues:

- **Bixby Connection: Jared called MV and said that he would not be able to attend this meeting and reported that he had no update to report. He expects his engineering consultant to finish making recommendations within the next two months.**

12. Other Items:

- RMUA Agenda Review
- Next Meeting: **Next meeting date and time to be determined. Will likely be rescheduled due to Fourth of July holiday.**

13. Adjourn

RMUA OPERATION COMMITTEE

Minutes

Date: August 7, 2014

Location: Broken Arrow Engineering Offices

Attendees: Tom Hendrix
Jared Cottle
Bea Aamodt
Lars Ostervold
Andy Lankford
Brian Bolte
Doug Tiffany
Britt Vance
Anthony Daniel
Josh Fisher
Eric Duden (SSI Vender)
Wes Ivory (SSI Rep)
Roger Hughes
Robert Shelton
Matt Vaughan

1. June 6, 2014 meeting minutes submitted for approval. (No committee meeting was held in July.) **Approved as written.**
2. Plant Operations (**Andy Lankford**)
 - Process Summary
 - TSS Removal: **98.6%**
 - BOD5 Removal: **98.9%**
 - Ammonia Removal: **98.8%**
 - Sludge hauled to SS: **1.07 MG**
 - Average solids concentration hauled: **4.07%**
 - **Average monthly flow: 10.18 MGD**
 - **RDT solids: 6.59%**
 - ODEQ
 - **Staff failed to take second weekly fecal sample the week of July 20th as required by permit. Violation was called in to ODEQ and letter written.**
3. Aeration Basin Repairs (**Josh Fisher**)
 - **1A Returned to service**
 - **1H out of service for needed bearings and shaft**
 - **2G out of service due to broken shaft**

4. FY '13/'14 Capital Improvements, Construction (**Matt Vaughan**)
 - Budgeted amount: \$736,159
 - **Opened bids on Friday, 3.21.14. Crossland was low bidder with a bid of \$460,500. Submittal process ongoing. Given current lead time for equipment delivery, work will start in March 2015. {Current project schedule included in the meeting minutes.}**

5. Haikey Creek Lift Station – Screening Improvements, Design (**Britt Vance**):
 - **Group has decided to include Hydro Dyne and Parkson screens in the bid. Project will advertise September 2014. Funding is in place.**

6. Haikey Creek Lift Station – Force Main, Design (**Britt Vance**):
 - **Kick-off meeting held July 8th.**

7. Haikey Creek Activated Sludge Train Rehabilitation, Design (**Britt Vance**):
 - **RMUA approved the Design Report at the June meeting. Design funding scheduled to be available in FY '16.**

8. FEB Expansion, Design (**Britt Vance**):
 - **Design amendment to be revised and returned to RMUA in September. Revision required for insurance certificate. Design meeting tentatively scheduled for September 9th.**

9. Disinfection Improvements, Design (**Britt Vance**):
 - **Mylars are signed. ODEQ application for construction permit has been submitted. Started advertising on August 4th.**

10. Planning Issues:
 - **Bixby Connection: Jared indicated that the draft recommendation from his consultant are due the week of August 11th.**

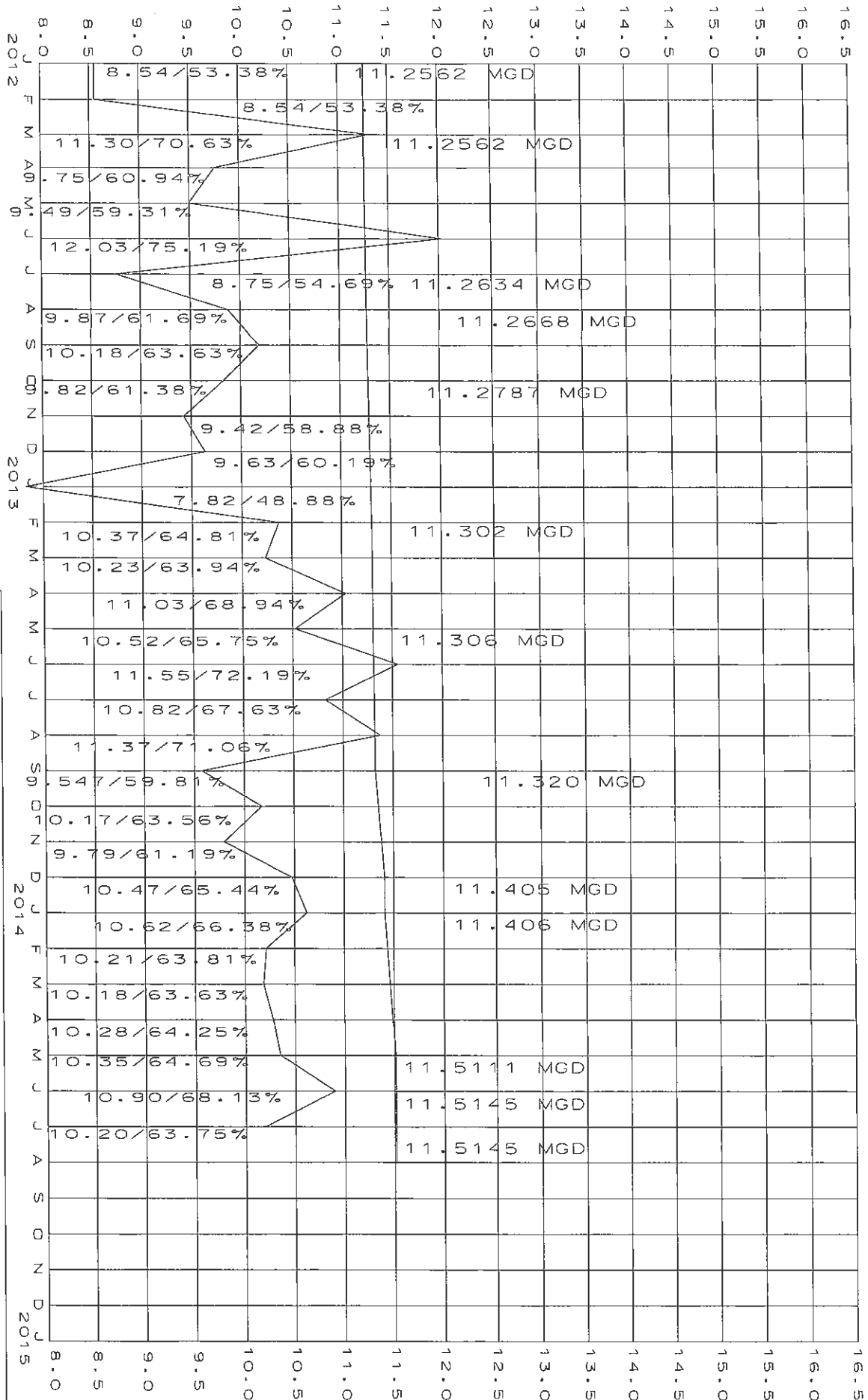
11. Other Items:
 - **SSI Diffuser Presentation: Eric Duden and Wes Ivory gave a 30 minute presentation on the SSI membrane diffusers.**
 - **Anthony Daniel asked Matt Vaughan to provide a copy of the FY '15 Plant Capital scheduled for replacement.**
 - **Next Meeting: Next meeting scheduled for September 4, 2014, 3:00 pm.**

12. Adjourn

MONTHLY AVERAGE WASTEWATER QUANTITY - MGD / % OF CAPACITY

PLANT INFLUENT FLOW RECORD
CAPACITY USE - NEW DEVELOPMENT

HAIKLEY CREEK WWTW FLOW RECORD
CITY OF TULSA PUBLIC WORKS DEPT.
PLANT CAPACITY: 16 MGD



LEGEND

SF SINGLE FAMILY
 GPD GALLONS PER DAY
 GAD GALLONS PER ACRE DAY

REGIONAL METROPOLITAN UTILITY AUTHORITY

ESTIMATE OF TREATMENT CAPACITY USE
 FOR NEW DEVELOPMENT WHICH WILL BE CONNECTED
 TO THE HAIKEY CREEK TREATMENT PLANT

FLOW FROM PREVIOUS SHEET

11.0845

DEVELOPMENT NAME	LOCATION	CITY	DATE	AREA (AC)	TYPE DEVELOP.	UNITS OR AREA	ESTIMATED TREATMENT CAPACITY USE					CUMUL. FLOW INCLUDES 3.5 MGD ANNUAL AVERAGE PLANT FLOW		TOTAL AS OF DATE	
							SANITARY FLOW		INFILTRATION		FLOW (MGD)	CUMUL. FLOW (MGD)	FLOW (MGD)		CUMUL. FLOW (MGD)
							QUANTITY (GPD/GAD)	FLOW (MGD)	UNITS	QUANTITY (GPD/GAD)					
Berwick Fairways I	Florence & Mingo	BA	Jan-09	65	SF	160	165	0.0264	160	39	0.0062	0.0326	11.1171		
89th & Yale Properties	89th & Yale	TU	Feb-09	6.53	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1188		
Tom's Kids	116th & Yale	TU	Feb-09	20	Comm	2	1500	0.003	2	200	0.0004	0.0034	11.1222		
The Offices at Holland Lakes	81st & Braden	TU	Feb-09	3.31	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1239		
RMUA Meeting 4/8/2009															
Sonic at Aspen Commerical	Aspen & Omaha	BA	May-09	0.9	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1256		
Charleston's at Stone Wood Hills	BA Expyr & Elm Pl	BA	May-09	2.2	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1273		
101 Yale Village	101st & Yale	TU	May-09	1.7	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1290		
RMUA Meeting 7/1/2009															
Williams Brothers	Olive & Albany	BA	Jun-09	14.14	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1307		
Millicent Pont II	Olive & Houston	BA	Aug-09	23.46	SF	88	165	0.01452	88	39	0.0034	0.0180	11.1487		
Eagle Ridge Village II	Albany & Elm	BA	Aug-09	1	SF	5	165	0.00083	5	39	0.0002	0.0010	11.1497		
RMUA Meeting 10/14/09															
Blk 5 Chelsea Pond	SEC 101st & Harvrad	TU	Oct-09	4.5	SF	2	165	0.00033	2	39	0.0001	0.0004	11.1501		
RMUA Meeting 04/14/10															
Tuscana on Yale	91st & Yale	TU	Dec-10	6.53	SF	4	165	0.00066	4	39	0.0002	0.0008	11.1509		
NGP Suisness Complex	101st & Memorial	TU	Dec-10	4.908	SF	6	165	0.00099	6	39	0.0002	0.0012	11.1522		
Jim Norton IV	98th & Memorial	TU	Jan-10	2.61	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1539		
Central Credit Union	81st & Sheridan	TU	Jan-10	2.755	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1558		
Rockdale Estates	176th & Sheridan	TU	Jan-10	37.035	SF	8	165	0.00132	8	39	0.0003	0.0016	11.1572		
Camelot Park	101st & Yale	TU	Mar-10	1.732	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1589		
RMUA Meeting 06/14/10															
Bent Arrow Vet Hospital	Washington & Garnett	BA	Mar-10	2.64	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1606		
Castlegate Amdd	Washington & Garnett	BA	Apr-10	6.65	SF	25	165	0.00413	25	39	0.0010	0.0051	11.1657		
CVS 4896	Aspen & Washington	BA	May-10	1.56	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1674		
RMUA Meeting 10/13/10															
Kenosha Landing	Kenosha st. & Elder pl.	BA	Jul-10	11.27	SF	2	165	0.00033	2	39	0.0001	0.0004	11.1678		
The Park @ Mission Hills	1/4 mile W. Albany & 9th	BA	Aug-10	32.05	Comm	2	1500	0.003	2	200	0.0004	0.0034	11.1712		
Korean Church	68th st. & Olive	BA	Sep-10	3.28	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.1729		
101 Yale Village Office Park	101st & Yale	TU	Sep-10	3.74	Comm	2	1500	0.003	2	200	0.0004	0.0034	11.1763		
Hendrix Properties	101st & Garnett	TU	Aug-10	5	Comm	2	1500	0.003	2	200	0.0004	0.0034	11.1797		
Kenosha Commerce Center	Olive & Kenosha	BA	Oct-10	3.26	Comm	2	1500	0.003	2	200	0.0004	0.0034	11.1831		
Arlington Court II	Loive & E. 67th st.	BA	Jan-11	5.27	Comm	39	1500	0.0585	39	200	0.0078	0.0663	11.2494		
RMUA Meeting 04/13/2011															
Sheridan Medical Park	Sheridan & 67th Pl S	TU	6/11/2011	1.18	Comm	2	1500	0.003	2	200	0.0004	0.0034	11.2528		
RUMA Meeting 06/22/2011															
Hillside Park	Kenosha & 9th st	BA	July-25-2011	40	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.2545		
Quik Trip 6R	Albany St & Aspen	BA	Aug-12-2011	2.45	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.2562		
RUMA Meeting 09/14/2011															
RUMA Meeting 12/07/2011															
RUMA Meeting 03/14/2012															
Davis Village	91st & Mingo	TU	1-May	20	Comm	1	1500	0.0015	1	200	0.0002	0.0017	11.2579		
Meadowbrook Chase	81st & Mingo	TU	May-29-2012	28.575	Comm	3	1500	0.0045	3	200	0.0006	0.0051	11.2630		

Fiscal Year 2013-2014
HAIKEY CREEK WASTEWATER TREATMENT PLANT
SUMMARY OF MONTHLY FLOWS AND WATER QUALITY

HAIKEY CREEK WASTEWATER TREATMENT PLANT

N.P.D.E.S. PERMIT # OK 0034363
 OUTFALL: 001
 RECEIVING STREAM: ARKANSAS RIVER

Time Period	Influent Flow (treated)		Effluent Flow		BOD ₅				Suspended Solids					
	Total Monthly (MG)	Average Daily (MGD)	Total Monthly (MG)	Average Daily (MGD)	Influent (mg/L)	Effluent (mg/L)	Removed (mg/L)	% eff.	Influent (mg/L)	Effluent (mg/L)	Removed (mg/L)	% eff.		
2013 Jul	337.9	10.9	316.7	10.2	193	3	190	98.4	175	3	172	98.0		
Aug	350.0	11.3	338.5	10.9	181	3	178	98.4	190	2	188	98.7		
Sep	305.0	10.2	295.2	9.8	193	3	191	98.7	173	3	170	98.4		
Oct	296.6	9.6	304.9	9.8	178	4	174	97.7	170	3	167	98.3		
Nov	293.6	9.8	300.0	10.0	227	3	224	98.5	189	3	186	98.6		
Dec	324.6	10.5	320.2	10.3	214	3	211	98.4	158	3	156	98.3		
2014 Jan	329.4	10.6	309.8	10.0	294	3	291	99.1	371	3	368	99.3		
Feb	285.7	10.2	274.4	9.8	256	5	251	98.2	226	3	223	98.6		
Mar	315.6	10.2	313.2	10.1	229	3	226	98.7	205	3	202	98.6		
Apr	308.5	10.3	302.4	10.1	228	4	225	98.4	207	3	204	98.7		
May	320.7	10.3	317.9	10.3	208	3	206	98.8	207	2	205	98.9		
Jun	326.9	10.9	327.3	10.9	193	3	190	98.5	202	3	199	98.5		
Total		3,794.4		3,720.4										
Average				10.4		10.2	216	3	213	98.5%	206	3	203	98.7%
O.P.D.E.S. Permit Limits				16.0		30					30			
Total Design Flow for Plant is 16.0 mgd.														

Fiscal Year 2014-201
HAIKEY CREEK WASTEWATER TREATMENT PLANT
SUMMARY OF MONTHLY FLOWS AND WATER QUALITY

HAIKEY CREEK WASTEWATER TREATMENT PLANT

N.P.D.E.S. PERMIT # OK 0034363
 OUTFALL: 001
 RECEIVING STREAM: ARKANSAS RIVER

Time Period	Influent Flow (treated)		Effluent Flow		BOD ₅				Suspended Solids			
	Total Monthly (MG)	Average Daily (MGD)	Total Monthly (MG)	Average Daily (MGD)	Influent (mg/L)	Effluent (mg/L)	Removed (mg/L)	% eff.	Influent (mg/L)	Effluent (mg/L)	Removed (mg/L)	% eff.
2014 Jul	316.1	10.2	315.5	10.2	194	2	192	98.8	201	2	199	98.8
Aug												
Sep												
Oct												
Nov												
Dec												
2015 Jan												
Feb												
Mar												
Apr												
May												
Jun												
Total												
	316.1		315.5									
Average												
		10.2		10.2	194	2	192	98.8%	201	2	199	98.8%
O.P.D.E.S. Permit Limits												
				16.0		30				30		
Total Design Flow for Plant is 16.0 mgd.												



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Utilities Department
Post Office Box 610
Broken Arrow, Oklahoma 74013

To: Mayor Craig Thurmond, RMUA Board, Chairperson
Regional Metropolitan Utility Authority

From: Lauren Wilson, City of Broken Arrow, Pretreatment Coordinator

Date: Thursday, August 28, 2014

Subject: June 2014 through August 2014 RMUA Quarterly Pretreatment Report

Dear Mayor Thurmond,

The following is a brief synopsis of the major activities of the Broken Arrow Industrial Pretreatment Program for, June 2014 – August 2014. This update is in regards to pretreatment issues and industrial wastewater discharges pertaining to the R.M.U.A.'s Haikey Creek WWTP.

All Significant Industrial Users (SIU) in the Haikey Creek Wastewater Treatment Plant Basin are in compliance with City of Broken Arrow/City of Tulsa Pretreatment regulations as listed in the City of Broken Arrow/City of Tulsa Discharge Permits and City Ordinance.

City of Broken Arrow staff performed the yearly site inspection and facility sample at Unifirst on August 25, 2014. No violations were noted. City of Tulsa staff sampled St. Francis South and Southwestern Regional Medical Center in June and again in August. Mandatory compliance monitoring reports were received from CSI Aerospace, Unifirst, and Southwestern Regional Medical Center. Reports were received by the due dates, and samples were in compliance with permit requirements. Surcharges for Bio-chemical Oxygen Demand (BOD), Total Suspended Solids (TSS), and Oil & Grease above residential thresholds were issued to Unifirst in June for \$1,180.75; in July for \$4,035.07; and in August for \$3,063.35.

City of Broken Arrow pretreatment staff continues to make good progress on Fats, Oil & Grease (FOG) management. Food Handling Establishment (FHE) compliance inspections are being conducted weekly. Contacts have been made with several grease haulers that do business in Broken Arrow, and we are receiving FHE grease interceptor maintenance information more easily. The City of Broken Arrow and Broken Arrow Public Schools are in the planning process for a "Grease is the Word" coloring contest for second graders in Broken Arrow Public Schools. The contest will consist of a one page poster distributed to the second grade students, by their teachers, asking them to enter a grease can decorating contest. The poster will have the rules and guidelines of the contest, as well as a blank space that can be decorated and cut out to tape onto a coffee can. All decorated grease cans will be displayed in the schools lobby or library judged by

City of Broken Arrow staff. Contest winners will be published in the FOCUS with their can. I will provide you more information about this contest when the details have been finalized.

Thank you for your continued support of the City of Broken Arrow/RMUA industrial pretreatment program. Should you have any questions or concerns please do not hesitate to contact me at the Broken Arrow Lynn Lane WWTP office.

Sincerely,

Lauren Wilson
Pretreatment Coordinator
City of Broken Arrow
Phone: 918.455.4762 Fax 918.455.4172
Email: lwilson@brokenarrowok.gov

4c

REGIONAL METROPOLITAN UTILITY AUTHORITY

Comparative Financial Statements
Years Ended June 30, 2014 and 2013



Prepared by
City of Tulsa
Department of Finance

REGIONAL METROPOLITAN UTILITY AUTHORITY
Statements of Revenues, Expenses and Changes in Net Position
Years Ended June 30, 2014 and 2013

	2014	2013	Change	
			Dollar	Percentage
Operating revenues				
Utility service	\$ 2,507,156	\$ 2,558,998	\$ (51,842)	(2.0%)
Operating expenses				
Other services and fees	2,179,985	2,258,239	(78,254)	(3.5%)
Depreciation	936,059	853,125	82,934	9.7%
Total operating expenses	3,116,044	3,111,364	4,680	0.2%
Operating loss	(608,888)	(552,366)	(56,522)	(10.2%)
Nonoperating revenues				
Investment income	18,685	4,031	14,654	363.5%
Land rental from property lease	1,250	1,250	-	0.0%
Net nonoperating revenues	19,935	5,281	14,654	277.5%
Loss before capital contributions	(588,953)	(547,085)	(41,868)	(7.7%)
Other revenues				
Capital contributions - City of Broken Arrow	724,854	1,280,273	(555,419)	(43.4%)
Capital contributions - City of Tulsa	724,854	1,280,273	(555,419)	(43.4%)
Total capital contributions	1,449,708	2,560,546	(1,110,838)	(43.4%)
Change in net position	860,755	2,013,461	(1,152,706)	(57.2%)
Net position - beginning	25,895,758	23,882,297	2,013,461	8.4%
Net position - ending	\$ 26,756,513	\$ 25,895,758	\$ 860,755	3.3%

REGIONAL METROPOLITAN UTILITY AUTHORITY
Statements of Net Position
June 30, 2014 and 2013

	2014	2013	Change	
			Dollar	Percentage
Assets				
Current assets				
Cash and cash equivalents	\$ 1,057,401	\$ 515,412	\$ 541,989	105.2%
Designated cash and cash equivalents	1,000,000	1,000,000	-	0.0%
Accounts receivable - related parties	532,139	1,288,022	(755,883)	(58.7%)
Interest receivable	4,365	2,745	1,620	59.0%
Total current assets	2,593,905	2,806,179	(212,274)	(7.6%)
Noncurrent assets				
Nondepreciable capital assets	4,230,113	2,858,369	1,371,744	48.0%
Depreciable capital assets, net	20,027,962	20,964,022	(936,060)	(4.5%)
Total noncurrent assets	24,258,075	23,822,391	435,684	1.8%
Total assets	26,851,980	26,628,570	223,410	0.8%
Liabilities				
Current liabilities				
Accounts payable	95,467	654,848	(559,381)	(85.42%)
Retainage payable	-	77,964	(77,964)	(100.0%)
Total liabilities	95,467	732,812	(637,345)	(87.0%)
Net Position				
Investment in capital assets	24,258,075	23,822,391	435,684	1.8%
Unrestricted	2,498,438	2,073,367	425,071	20.5%
Total net position	\$ 26,756,513	\$ 25,895,758	\$ 860,755	3.3%

REGIONAL METROPOLITAN UTILITY AUTHORITY
Statements of Cash Flows
Years Ended June 30, 2014 and 2013

	2014	2013	Change	
			Dollar	Percentage
Cash flows from operating activities				
Cash receipts from customers	\$ 2,592,949	\$ 2,491,802	\$ 101,147	4.1%
Cash payments to suppliers of goods and services	(2,179,985)	(2,258,239)	78,254	3.5%
Net cash provided by operating activities	412,964	233,563	179,401	76.8%
Cash flows from non capital and related financing activities				
Property lease revenue	1,250	1,250	-	0.0%
Net cash provided by non capital and related financing activities	1,250	1,250	-	0.0%
Cash flows from capital and related financing activities				
Acquisition and construction of capital assets	(2,009,088)	(1,935,194)	(73,894)	(3.8%)
Capital contributions - City of Broken Arrow	1,433,404	525,398	908,006	172.8%
Capital contributions - City of Tulsa	686,394	1,283,255	(596,861)	(46.5%)
Net cash provided (used) by capital and related financing activities	110,710	(126,541)	237,251	187.5%
Cash flows from investing activities				
Investment income	17,065	5,870	11,195	190.7%
Net cash provided by investing activities	17,065	5,870	11,195	190.7%
Net increase in cash and cash equivalents	541,989	114,142	427,847	374.8%
Cash and cash equivalents, beginning of period	1,515,412	1,401,270	114,142	8.1%
Cash and cash equivalents, end of period	\$ 2,057,401	\$ 1,515,412	\$ 541,989	35.8%
Reconciliation of cash and cash equivalents to the Statements of Net Position:				
Cash and cash equivalents	\$ 1,057,401	\$ 515,412	\$ 541,989	105.2%
Designated cash and cash equivalents	1,000,000	1,000,000	-	0.0%
	\$ 2,057,401	\$ 1,515,412	\$ 541,989	35.8%
Reconciliation of operating loss to net cash provided by operating activities				
Operating loss	\$ (608,888)	\$ (552,366)	\$ (56,522)	(10.2%)
Adjustments to reconcile net operating loss to net cash provided by operating activities:				
Depreciation	936,059	853,125	82,934	9.7%
Decrease (increase) in receivables	85,793	(67,196)	152,989	227.7%
Net cash provided by operating activities	\$ 412,964	\$ 233,563	\$ 179,401	76.8%

To: Mayor and Council
From: Thomas L. Caldwell, Finance Director/Treasurer
Date: September 11, 2014
Re: Sales Tax Report

Staff reports on sales, use and tobacco taxes are attached for your information.

The sales tax remittance for September 2014 is above the remittance received in September 2013 by \$118,310. This is a 3.99% increase over the same period last year. This is the third consecutive month sales tax receipts exceed the previous year and brings the year-to-date receipts up to \$464,233 or 5.09% increase over last year at this time. Receipts compared to budget are better-than-expected by \$5,214 or 0.05% above the year-to-date forecast.

The use tax receipts for September 2014 increased \$4,514 or 2.67% compared to September 2013 receipts. Year-to-date use tax receipts are down 7.31% or \$38,023.

Tobacco tax receipts so far are \$2,405 below last year's receipts or 2.04%.

City of Broken Arrow
9/9/2014

	<u>Sales Tax</u>	<u>Use Tax</u>	<u>Tobacco Tax</u>
September 2014 vs. 2013			
Amount	Up \$118,310	Up \$4,514	N/A
%	3.99%	2.67%	N/A
Year-to Date			
Amount	Up \$464,423	Down (\$38,023)	N/A
%	5.09%	-7.31%	N/A
12 Mo Rolling Average			
Amount	Up \$188,308	Down (\$2,834)	N/A
%	6.46%	-1.76%	N/A

CITY OF BROKEN ARROW
SALES TAX REVENUE ANALYSIS

MONTH	COMPARISON TO BUDGET (2014-2015)			COMPARISON TO PRIOR YEAR			PERCENTAGE INCREASE / <DECREASE>	
	BUDGET	ACTUAL	DIFFERENCE	2013-2014	2014-2015	AMOUNT INCREASE	BUDGET	PRIOR YR
	AMOUNT	AMOUNT		ACTUAL	ACTUAL	<DECREASE>		
JULY	3,169,074	3,249,622	80,548	3,041,463	3,249,622	208,159	2.54%	6.84%
AUGUST	3,290,940	3,256,667	(34,273)	3,118,713	3,256,667	137,954	-1.04%	4.42%
SEPTEMBER	3,124,155	3,083,094	(41,061)	2,964,784	3,083,094	118,310	-1.31%	3.99%
OCTOBER	3,150,070	0	0	2,997,315	0	0	0.00%	0.00%
NOVEMBER	2,976,565	0	0	3,014,560	0	0	0.00%	0.00%
DECEMBER	3,143,278	0	0	3,146,633	0	0	0.00%	0.00%
JANUARY	3,279,320	0	0	3,208,427	0	0	0.00%	0.00%
FEBRUARY	3,475,511	0	0	3,305,413	0	0	0.00%	0.00%
MARCH	2,950,230	0	0	2,790,156	0	0	0.00%	0.00%
APRIL	2,956,263	0	0	2,853,902	0	0	0.00%	0.00%
MAY	3,205,313	0	0	3,195,151	0	0	0.00%	0.00%
JUNE	3,175,081	0	0	3,123,849	0	0	0.00%	0.00%
TOTAL	37,895,800	9,589,383	5,214	36,760,366	9,589,383	464,423	0.05%	5.09%

MONTH	GENERAL FUND			SALES TAX CAPITAL IMPROVEMENT FUND			BROKEN ARROW MUNICIPAL AUTHORITY SALES TAX		
	ACTUAL 2013-2014	ACTUAL 2014-2015	DIFFERENCE	ACTUAL 2013-2014	ACTUAL 2014-2015	DIFFERENCE	ACTUAL 2013-2014	ACTUAL 2014-2015	DIFFERENCE
JULY	1,520,732	1,624,811	104,079	506,912	541,605	34,693	1,013,820	1,083,206	69,386
AUGUST	1,559,357	1,628,334	68,977	519,787	542,779	22,992	1,039,570	1,085,555	45,985
SEPTEMBER	1,482,392	1,541,547	59,155	494,132	513,850	19,718	988,260	1,027,697	39,437
OCTOBER	1,498,658	0	0	499,553	0	0	999,104	0	0
NOVEMBER	1,507,280	0	0	502,428	0	0	1,004,852	0	0
DECEMBER	1,573,317	0	0	524,440	0	0	1,048,877	0	0
JANUARY	1,604,214	0	0	534,739	0	0	1,069,475	0	0
FEBRUARY	1,652,707	0	0	550,903	0	0	1,101,803	0	0
MARCH	1,395,078	0	0	465,027	0	0	930,051	0	0
APRIL	1,426,951	0	0	475,651	0	0	951,300	0	0
MAY	1,597,576	0	0	532,526	0	0	1,065,049	0	0
JUNE	1,561,925	0	0	520,643	0	0	1,041,282	0	0
TOTAL	18,380,187	4,794,692	232,211	6,126,741	1,598,234	77,403	12,253,443	3,196,458	154,808

Total Sales Tax Check

MONTH	ACTUAL 2013-2014	ACTUAL 2014-2015	DIFFERENCE	ACTUAL 2013-2014	ACTUAL 2014-2015	DIFFERENCE
JULY	0	0	0	3,041,463	3,249,622	208,159
AUGUST	0	0	0	3,118,713	3,256,667	137,954
SEPTEMBER	0	0	0	2,964,784	3,083,094	118,310
OCTOBER	0	0	0	2,997,315	0	0
NOVEMBER	0	0	0	3,014,560	0	0
DECEMBER	0	0	0	3,146,633	0	0
JANUARY	0	0	0	3,208,427	0	0
FEBRUARY	0	0	0	3,305,413	0	0
MARCH	0	0	0	2,790,156	0	0
APRIL	0	0	0	2,853,902	0	0
MAY	0	0	0	3,195,151	0	0
JUNE	0	0	0	3,123,849	0	0
TOTAL	0	0	0	36,760,366	9,589,383	464,423

Jay L. Heinrichs
09/09/2014


City of Broken Arrow
Use Tax
Percentage Increase/Decrease by Year

Month Received	2010-2011	% Inc/Dec	2011-2012	% Inc/Dec	2012-2013	% Inc/Dec	2013-2014	% Inc/Dec	2014-2015
July	\$ 128,653.73	9.78%	\$ 141,242.19	12.63%	\$ 159,078.17	0.07%	\$ 159,186.98	0.09%	\$ 159,336.80
August	184,179.81	-26.19%	135,945.48	31.78%	179,155.17	7.25%	192,135.64	-22.22%	149,448.99
September	204,965.33	-9.52%	185,459.34	-5.61%	175,063.12	-3.49%	168,960.62	2.67%	173,474.27
October	147,981.56	29.32%	191,376.01	-33.36%	127,536.87	22.69%	156,469.61		-
November	159,215.35	31.63%	209,577.21	-55.50%	93,254.48	49.62%	139,531.53		-
December	198,235.99	-22.15%	154,323.86	1.66%	156,879.40	-2.80%	152,479.37		-
January	213,739.69	-12.50%	187,014.36	8.68%	203,253.62	-26.53%	149,334.27		-
February	191,407.17	17.25%	224,420.69	-13.04%	195,145.53	3.70%	202,370.13		-
March	129,508.03	12.35%	145,504.92	-2.33%	142,120.00	-4.79%	135,314.85		-
April	128,681.79	48.28%	190,813.83	-24.83%	143,444.19	13.06%	162,173.41		-
May	142,689.36	1.28%	144,511.85	8.43%	156,695.98	-4.33%	149,903.94		-
June	294,219.66	-34.16%	193,702.66	-2.51%	188,841.59	-13.36%	163,611.92		-
Total	\$ 2,123,477.47	-0.92%	\$ 2,103,892.40	-8.72%	\$ 1,920,468.12	0.57%	\$ 1,931,472.27		\$ 482,260.06
Year-to Date	\$ 517,798.87	-10.65%	\$ 462,647.01	10.95%	\$ 513,296.46	1.36%	\$ 520,283.24	-7.31%	\$ 482,260.06

USETAX

Jay L. Heinrichs

To: Russell Gale, Interim City Manager

From: David N. Boggs, Chief of Police 

Date: September 11, 2014

Re: Calls for Service

Attached please find:

- BAPD Calls for Service Report – August, 2014

DNB:trl

Attachment



Broken Arrow Police Department August 2014 Calls For Service



Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
1st Shift (10pm - 8am)*						
Beat 1	10	9	183	70	74	3
Beat 2	12	7	230	56	277	3
Beat 3	11	10	80	34	47	55
Beat 4	12	5	143	49	93	2
Beat 5	3	3	46	18	19	0
Beat 6	6	3	39	19	55	0
Beat 7	15	11	135	56	56	1
Beat 8	5	3	43	13	17	3
Other	3	1	7	1	23	0
	77	52	906	316	661	67
1st Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:21	0:01:18	0:03:58	0:03:39	0:02:53	0:32:45
Dispatch to Arrival	0:04:04	0:04:40	0:05:58	0:07:54	0:07:03	0:07:50
Call Start to Arrival (8/2014)	0:05:25	0:05:58	0:09:59	0:11:32	0:10:23	0:40:36
Call Start to Arrival (8/2013)	0:06:08	0:05:12	0:09:48	0:12:00	0:10:47	0:38:42
1st Shift August Total Calls	2086		(1130 were self-initiated calls)			
2nd Shift (7am - 5pm)*						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Beat 1	16	16	292	163	48	19
Beat 2	27	9	379	152	431	18
Beat 3	10	9	97	53	73	114
Beat 4	18	10	206	81	175	52
Beat 5	9	3	66	45	15	12
Beat 6	3	4	64	43	131	7
Beat 7	20	12	196	142	62	31
Beat 8	6	6	57	52	17	11
Other	3	1	11	9	67	10
	112	70	1368	740	1019	274
2nd Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:23	0:01:38	0:07:18	0:08:21	0:09:32	0:21:54
Dispatch to Arrival	0:04:56	0:05:40	0:07:46	0:09:49	0:09:16	0:15:22
Call Start to Arrival (8/2014)	0:06:19	0:07:18	0:15:10	0:19:03	0:19:42	0:37:45
Call Start to Arrival (8/2013)	0:07:02	0:06:28	0:13:45	0:16:10	0:10:03	0:28:39

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



Broken Arrow Police Department August 2014 Calls For Service



2nd Shift August Total Calls		3611		(968 were self-initiated calls)		
Calls for Service	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
3rd Shift (3pm - 1am)*						
Beat 1	22	18	330	106	82	4
Beat 2	36	10	393	115	469	4
Beat 3	14	14	154	53	36	8
Beat 4	24	9	268	63	130	7
Beat 5	5	3	102	36	21	1
Beat 6	3	2	78	25	72	0
Beat 7	29	16	263	106	67	6
Beat 8	11	7	71	41	16	2
Other	3	1	19	8	30	1
	147	80	1678	553	923	33
3rd Shift average response time per priority						
	Priority 1	Priority 2	Priority 3	Priority 4	Priority 5	Animal Control
Call Received to Dispatch	0:01:19	0:01:34	0:09:38	0:11:12	0:07:02	0:03:13
Dispatch to Arrival	0:05:04	0:05:15	0:07:01	0:08:07	0:06:07	0:15:41
Call Start to Arrival (8/2014)	0:06:24	0:06:49	0:16:50	0:19:55	0:13:29	0:19:03
Call Start to Arrival (8/2013)	0:06:11	0:06:33	0:16:55	0:18:55	0:15:53	0:23:45
3rd Shift August Total Calls		3461		(1557 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.

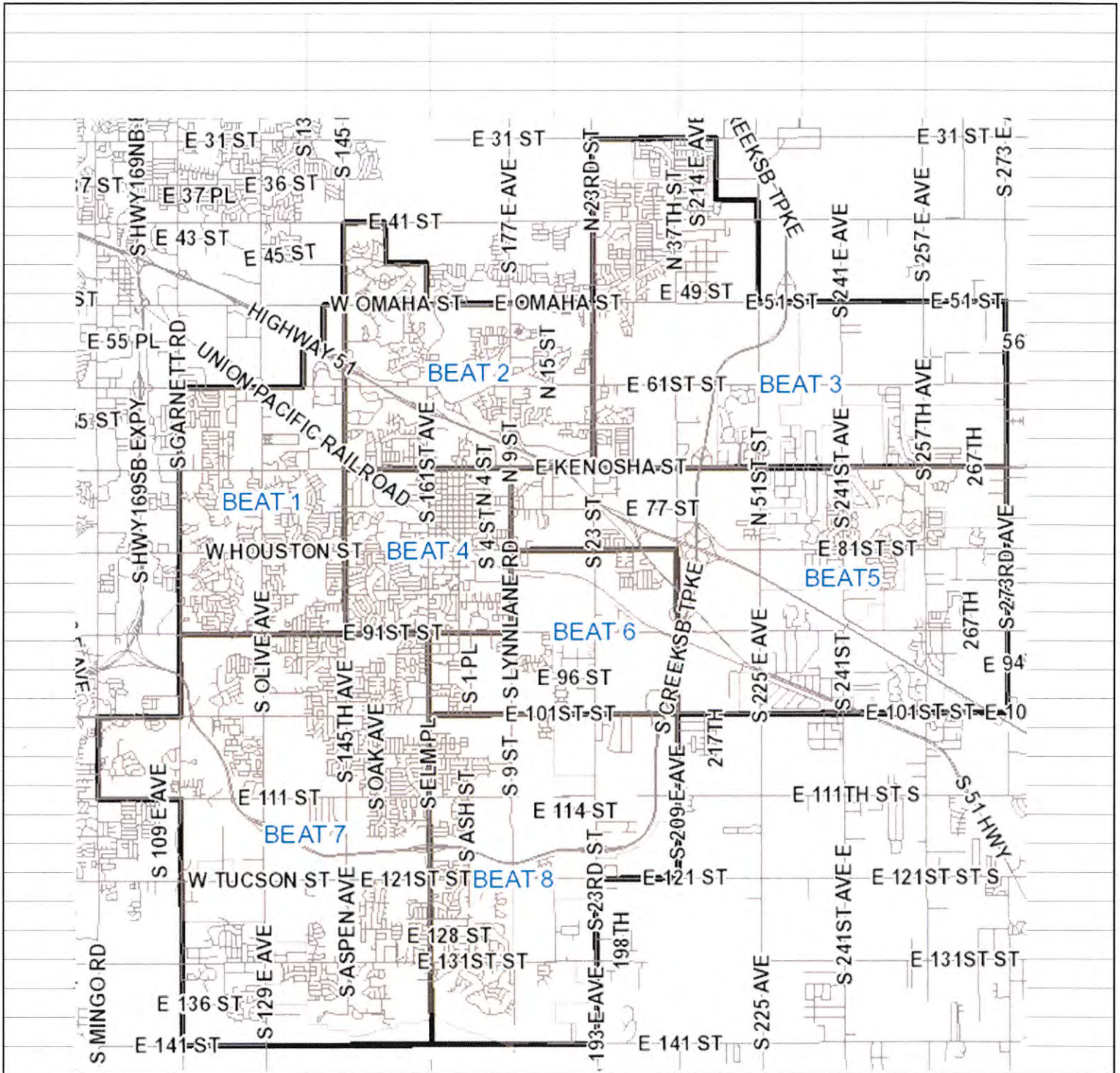
- Priority 4 =** Property or service related calls for an officer to respond that cannot be handled by telephone, misdemeanor reports when caller demands officer or when an officer needs to investigate the scene or interview witnesses, and requests for officers that do not require a quick response.

- Priority 5 =** Primarily Officer initiated calls or ten codes used for in-house purposes.

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



Broken Arrow Police Department August 2014 Calls For Service



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

Cox Communications
6301 Waterford Blvd.
Suite 200
Oklahoma City, OK 73118
(405) 286-5444

September 7, 2014

Russell Gale
City Manager City of Broken Arrow
220 S. First Street
Broken Arrow, OK 74012



Dear Russell ,

The following channel moves will not change subscription requirements and will be taking place on or after October 14, 2014:

- WGN will move from ch. 2 to ch. 9.
- NBC (KJRH, Tulsa) will move from ch. 9 to ch. 2.
- NBC HD (KJRH, Tulsa) will move from ch. 709 to ch. 702.

We are truly grateful for the opportunity to serve your community. If you have any questions regarding these changes, please contact me at (405) 286-5061 or Robbie.squires@cox.com.

Best Regards,

A handwritten signature in blue ink that reads "Robbie Squires".

Robbie Squires
Government Affairs Manager
Cox Communications

3. SPECIAL EVENTS / ACTIVITES



Our Leaders for Tomorrow Can Be Heard Today!

Our Mission Statement:

To provide an effective opportunity for the youth of Broken Arrow to acquire a greater working knowledge and clearer understanding of local policymaking through active participation in municipal government.

Commitment:

The success of Youth City Council relies on the support of the Mayor, members of City Council, the City Manager, City staff and other local organizations. The City of Broken Arrow is proud to sponsor Youth City Council.



City of Broken Arrow

220 South First Street
P. O. Box 610
Broken Arrow, Oklahoma
74013

Phone: 918-259-2400 x 5415
Email: mhilton@brokenarrowok.gov



YCC in Joint Meeting with Oklahoma City's Youth Council and OKC Mayor Mick Cornett

YOUTH CITY COUNCIL



{ Tel: 918 259 2400 Ext. 5415 }

Membership:

Youth City Council members will be appointed by the Broken Arrow City Council from their respective wards through an application process. Eligibility Requirements:

- **Reside within the City of BA fence line**
- **A junior or senior (Public, Private, Homeschool)**
- **Maintain at least a 3.0 GPA**
- **Participate in 2014-2015 YCC program activities**
- **2 letters of recommendation**
- **250 word essay**
- **Set a proper example for the youth of Broken Arrow**

Applications available on our website: brokenarrowok.gov

or

City Hall

220 South First Street

Broken Arrow, OK 74012

Deadline: September 26, 2014

Objectives:

To provide opportunities for the youth of the City of Broken Arrow:

- service and leadership
- identify community opportunities and problems
- examine alternatives for best solutions
- set priorities for action
- organize activities

To allow youth to make a difference:

- participation and contributions to city government
- service to the people of the City of Broken Arrow

To teach:

- teamwork and respect regarding the rights and property of others

To instill:

- positive self-worth and esteem

To promote:

- community pride
- elimination of potential negativity
- positive influences among our future community leaders

To become aware of community leaders and their concerns

To gain an understanding of city government involvement:

- City issues
- research & democratic processes
- politics and media influences
- leadership in all areas of the City

Curriculum:

1. Orientation

- Meet with City Council and City Manager
- Past, current and future issues

2. Focus on Government

- Tour Fire Station | Public Safety
- Review City Objectives
- Meet City Departments | Directors
- Review Government | Business Ethics
- Determine Leadership Perspectives
- Tour Various Facilities

3. Attend Public Meetings

- Planning Commission
- City Council

4. Mock City Council Meeting

- Serve as a Council Member
- Address key issues
- Prepare agenda and minutes for presentation to City Council

Learning How Your City Works!



Glow night will be held Saturday 6-11 p.m. at Nienhuis park

From First United Methodist Church of Broken Arrow | Posted: Monday, September 8, 2014 10:26 am

BROKEN ARROW — Over 1,000 glow sticks. Come join the fun this Saturday from 6 to 11 p.m. at Broken Arrow's Nienhuis park.

The event is open to all 6th through 12th graders for a unique and fun evening. The evening will begin with a five-color Color War.

Come check out the special LED lighted balls and glow balls on six different fields of play, including: Ultimate Frisbee, badminton, volleyball, kickball, baseball, soccer and closing the night with mega glow Zombie Apocalypse game.

And if that is not enough, free hotdogs and chips. We have over 35 volunteers to help with the evening including security.

For more, contact First United Methodist Church of Broken Arrow's Youth department, Graeme Collett at 918-258-1505 or Graeme.collett@fumcba.org



Broken Arrow Historical Society Museum



presents

NIGHT AT THE MUSEUM

BLACK & WHITE

SEPTEMBER 13 • 6:00 PM

Tickets starting at \$25

SILENT AUCTION • LIVE MUSIC • FOOD • DRINKS



400 S. Main • 918-258-2616

THURSDAY NIGHT LIVE!

Farmers Market Pavilion

418 South Main

7:00 - 8:30 P.M.

September 18: Dan Martin



The event is free and open to the public. Bring a lawn chair and refreshments.