

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: August 28, 2020
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Parks and Recreation Department Report – July 2020

2. GENERAL CORRESPONDENCE / NOTIFICATION

- Recent media coverage

3. SPECIAL EVENTS / ACTIVITIES

- N/A

Respectfully submitted

Michael Spurgeon

clm

Attachments

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION



INTEROFFICE MEMO

To: Kenneth Schwab, Assistant City Manager - Operations

From: Matt Hendren, Director Parks & Recreation 

CC: Crickett Moore

Date: August 21, 2020

Re: July 2020 Monthly Report

Please find enclosed the July 2020 Monthly Report for the Parks & Recreation Department.

Please contact Matt Hendren x7442 if you have any questions.

Encl: July 2020 Monthly Report



Parks and Recreation Department July 2020 Monthly Report

CENTRAL PARK COMMUNITY CENTER	VISITS
Basketball	2,317
Coed Volleyball	27
Pickleball	202
RC Flying	15
Volleyball	253
Walking	111
Zumba	30

FACEBOOK

- 355 total views
- 23 new likes out of 1,676
- 9 new dislikes
- 25 new followers out of 1,717
- 84% of followers are women and 16% are men

GOOGLE

- 5,003 total searches.
- 40.4% of people directly searched Central Park Community Center.
- 58.9% of people discovered Central Park Community Center through other searches.
- 158 people clicked Call.
- Most popular query search was Broken Arrow Community Center.

NIENHUIS PARK COMMUNITY CENTER	VISITS
Basketball	943
Color Guard	4
Martial Arts	64
NP Flying	24
Pickleball	324
Ping Pong	28
Rec Room Usage	60
Roly Poly's	18
Tumbling Gymnastics	3
Tykes Tumbling	14
Volleyball – Open Gym	107
Walking	58

FACEBOOK

- 1,324 total views
- 50 new likes out of 4,343
- 19 new dislikes
- 54 new followers out of 4,450
- 86% of followers are women and 14% are men

GOOGLE

- 20,554 total searches.
- 33.7% of people directly searched Nienhuis Park Community Center.
- 65.8% of people discovered Nienhuis Park Community Center through other searches.
- 336 people clicked Call.
- Most popular query search was Broken Arrow Community Center.

RAY HARRAL NATURE CENTER

Visitors 985

EVENTS

Great Outdoors Camp 11
Tie Dye Party 220

FACEBOOK

- 1,425 total views
- 46 new likes out of 4,588
- 18 new dislikes
- 48 new followers out of 4,708
- 87% of followers are women and 12% are men

GOOGLE

- 33,711 total searches.
- 53.8% of people directly searched Ray Harral Nature Park.
- 45.9% of people discovered Ray Harral Nature Park through other searches.
- 27 people clicked Call.
- Most popular query search was “Ray Harral Nature Park & Center.”

FAMILY AQUATIC CENTER

FACEBOOK

- 584 Total Views
- 72 New Likes out of 588
- 4 New Dislikes
- 72 New Followers out of 602
- 91% of followers are women and 9% are men

GOOGLE

- 18,153 total searches
- 9.9% of people directly searched Family Aquatic Center
- 89.7% of people discovered Family Aquatic Center through other searches.
- 302 people clicked call
- Most popular query search is “Broken Arrow Pools”

NIENHUIS AQUATIC FACILITY

FACEBOOK

- 2,369 total views
- 150 new likes out of 1,345
- 6 new dislikes
- 153 new followers out of 1,374
- 94% of followers are women and 6% are men

GOOGLE

- 22,018 total searches.
- 21.5% of people directly searched Nienhuis Aquatic Facility.
- 78.3% of people discovered Nienhuis Aquatic Facility through other searches.
- 565 people clicked Call.
- Most popular query search is “Broken Arrow Pools.”

ROSE DISTRICT FARMERS MARKET

FACEBOOK

- 1,880 total views
- 172 new likes out of 11,885
- 31 new dislikes
- 194 new followers out of 12,039
- 84% of followers are women and 15% are men

FACEBOOK - BA Parks & Recreation

- 763 new total views
- 129 new likes out of 5,454
- 19 new dislikes
- 134 new followers out of 5,530
- 83% of followers are women and 16% are men

CITY WEBSITE – BA Parks & Recreation

Parks Locator Tool

- 244 people viewed.
- On average, 8.13 people viewed per day.

Parks Story Map

- 139 people viewed.
- On average, 4.63 people viewed per day.

Farmers Market Story Map

- 591 people viewed.
- On average, 19.70 people viewed per day.

PARKS MAINTENANCE

Maintenance Job Code	Hours Work Performed	Percentage of Work Hours
Aquatic Maintenance	131.75	2.84%
Athletic Field Maintenance	92.5	1.99%
Building Maintenance	1.50	0.03%
Chemical Applications	273.75	5.89%
Construction	33.75	0.74%
Canopy/Windscreen Maintenance	23.50	0.51%
Custodial Services	105.50	2.27%
Data Entry	198.5	4.27%
Electrical	0.00	0.00%
Equipment Maintenance	368.75	7.94%
Fencing	2.50	0.05%
Flood Recovery	0.00	0.00%
Forestry	166.50	3.58%
GIS	0.00	0.00%
General Site Maintenance	292.50	6.30%
Graffiti Removal	1.00	0.02%
Horticulture	405.25	8.72%
Inspections	79.75	1.72%
Irrigation Maintenance	217.50	4.68%

Irrigation/Watering	109.75	2.36%
Locks/Hardware	2.00	0.04%
Mowing	1434.75	30.88%
Plumbing	2.75	0.06%
Playground Maintenance	179.75	3.87%
Painting	31.75	0.68%
Refuse	209.50	4.51%
Safety Training	0.00	0.00%
Snow/Ice Removal	0.00	0.00%
Splash Pad Maintenance	25.50	0.55%
Special Events	34.50	0.74%
Sports Field/Security Lights	4.00	0.09%
Storm Damage	28.00	0.60%
Supervisor Training	76.75	1.65%
Trail Maintenance	29.50	0.64%
Training/Meeting	73.25	1.58%
Tree Planting	7.25	0.16%
Vandalism	2.00	0.04%
Totals	4645.50	100.00%

End of Report

FACILITY REPORT FOR



July 2020

Battle Creek Golf Club – July Review

General

The month of July was very busy with regular play. As a result of Covid-19 negative impacts on travel and other recreation options, the club is seeing more public play this year as well as more afternoon (twilight) play. Total revenues for the month were \$191,178 which was \$22,539 more than budgeted revenues and also \$32,126 more than last July's total revenues.

Golf Operations

The club did 313 tournament rounds for the month compared to 182 last year. There were 200 tournament rounds budgeted for the month.

Course Maintenance

In July there was a total of 6.15 inches of rainfall. The temperatures ranged from the mid to upper 90's for highs and as low as the mid 60's for overnight lows

The maintenance team tasks for the month included: scheduled weekly mowing of all playing areas of the course, sprayed wetting agents to tee boxes, green surrounds, and fairways to extend the time intervals between watering of these areas, Irrigation repairs as needed, sprayed greens with fungicides ,plant growth regulators, and insecticides as needed, sprayed plant growth regulators to tees, green surrounds, and fairways to limit clippings on these areas, edged all bunkers, mowed all native areas, hand watered greens where needed daily.

Next month we will continue our seasonal mowing schedules as well as edging bunkers and all trim work as needed to the golf course to provide excellent playing conditions, we will continue to hand syringe greens with water as needed as the temperatures will continue to be seasonally hot.

Golf Rounds Monthly Summary

July total rounds were 4,174 which were 174 more than budgeted rounds for month.

<u>Rounds</u>	<u>Budgeted</u>	<u>Prior year</u>	<u>Actual</u>
PUBLIC ROUNDS	725	783	933
TOURNAMENT	200	182	313
MEMBER	1,725	1,688	1,542
BATTLE CARD	275	267	206
TWILIGHT	525	477	643
MISC.	200	198	149
MEMBER GUEST	350	340	388
TOTAL ROUNDS	4,000	3,953	4,174

Monthly Gross Revenues

July total revenue was \$191,178 for the month, which was \$22,539 more than budgeted revenues. The full financial reports are presented separately.

	<u>July</u>	<u>July</u>	<u>July</u>
	<u>Budget</u>	<u>Prior Year</u>	<u>Actual</u>
DUES & FEES	41,700	31,280	39,501
GREEN FEES	58,999	59,241	73,003
CART FEES	18,390	20,861	23,970
MERCHANDISE	16,000	17,075	21,300
OTHER GOLF COURSE SERVICES	9,050	8,233	11,365
FOOD & BEVERAGES	24,500	22,362	22,039
TOTAL REVENUE	168,639	159,052	191,178

Banquet Facility Usage Report

<u>Date</u>	<u>Event</u>	<u>Total</u>
	No Events Permitted	
	Total Banquet Revenue:	\$0

Grill

- Tournament meals are being served in to-go containers to assist with social distancing.

Sales Report by Selected Department

Battle Creek Golf Shop

Department: Greens Fees

Date Between 7/1/2020 & 7/31/2020

SKU	Manufacturer	Item Description	Cost Avg	Cost Of Goods	Margin Percent	Price	Qty	Retail Value	Discount	Pre-Tax Value	Tax TTL	Extension
Sub-Department: Card Rounds												
1633	*BC Golf	Gf - Battle Card Sr. (Weekday)	\$0.00	\$0.00	0.00%	\$22.00	29	\$638.00	\$0.00	\$638.00	\$53.65	\$691.65
1634	*BC Golf	Gf - Battle Card Weekday	\$0.00	\$0.00	0.00%	\$22.00	21	\$462.00	\$0.00	\$462.00	\$38.85	\$500.85
1634	*BC Golf	Gf - Battle Card Weekday	\$0.00	\$0.00	0.00%	\$32.00	2	\$64.00	\$0.00	\$64.00	\$5.38	\$69.38
1635	*BC Golf	Gf - Battle Card Weekday	\$0.00	\$0.00	0.00%	\$21.00	36	\$756.00	\$0.00	\$756.00	\$63.72	\$819.72
1635	*BC Golf	Gf - Battle Card Weekday	\$0.00	\$0.00	0.00%	\$28.00	2	\$56.00	\$0.00	\$56.00	\$4.72	\$60.72
1636	*BC Golf	Gf - Battle Card Weekend	\$0.00	\$0.00	0.00%	\$30.00	77	\$2,310.00	\$0.00	\$2,310.00	\$194.81	\$2,504.81
1637	*BC Golf	Gf - Battle Card Weekend	\$0.00	\$0.00	0.00%	\$21.00	30	\$630.00	\$0.00	\$630.00	\$53.10	\$683.10
1637	*BC Golf	Gf - Battle Card Weekend	\$0.00	\$0.00	0.00%	\$28.00	2	\$56.00	\$0.00	\$56.00	\$4.72	\$60.72
1700	*BC Golf	Gf - Battle Card Weekend	\$0.00	\$0.00	0.00%	\$27.00	1	\$27.00	\$0.00	\$27.00	\$2.27	\$29.27
1702	*BC Golf	Gf - Battle Card Sr. Walking	\$0.00	\$0.00	0.00%	\$22.75	1	\$22.75	\$0.00	\$22.75	\$1.91	\$24.66
2590	*BC Golf	Gf - Battle Card WE Pre-	\$0.00	\$0.00	0.00%	\$27.00	5	\$135.00	\$0.00	\$135.00	\$11.35	\$146.35
Summary for Card Rounds			\$0.00	\$0.00	100.00%	\$280.75	206	\$5,156.75	\$0.00	\$5,156.75	\$434.48	\$5,591.23
Sub-Department: Guest Rounds												
1678	*BC Golf	Gf - Member Guest Sr.	\$0.00	\$0.00	0.00%	\$22.00	65	\$1,430.00	\$0.00	\$1,430.00	\$120.25	\$1,550.25
1678	*BC Golf	Gf - Member Guest Sr.	\$0.00	\$0.00	0.00%	\$27.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1680	*BC Golf	Gf - Member Guest Weekend	\$0.00	\$0.00	0.00%	\$30.00	193	\$5,790.00	\$0.00	\$5,790.00	\$488.29	\$6,278.29
1680	*BC Golf	Gf - Member Guest Weekend	\$0.00	\$0.00	0.00%	\$40.00	3	\$120.00	\$0.00	\$120.00	\$10.11	\$130.11
1681	*BC Golf	Gf - Member Guest Weekday	\$0.00	\$0.00	0.00%	\$22.00	46	\$1,012.00	\$0.00	\$1,012.00	\$85.10	\$1,097.10
1710	*BC Golf	Gf - Member Guest	\$0.00	\$0.00	0.00%	\$18.44	81	\$1,493.64	\$0.00	\$1,493.64	\$126.36	\$1,620.00
Summary for Guest Rounds			\$0.00	\$0.00	100.00%	\$159.44	388	\$9,845.64	\$0.00	\$9,845.64	\$830.11	\$10,675.75
Sub-Department: Member Rounds												
1629	*BC Golf	Gf - Annual Member	\$0.00	\$0.00	0.00%	\$0.00	949	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1662	*BC Golf	Gf - Weekday Member	\$0.00	\$0.00	0.00%	\$0.00	397	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1685	*BC Golf	Gf - Family Member	\$0.00	\$0.00	0.00%	\$0.00	196	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summary for Member Rounds			\$0.00	\$0.00	0.00%	\$0.00	1542	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Department: Miscellaneous												
1651	*BC Golf	Gf - Junior Riding	\$0.00	\$0.00	0.00%	\$14.00	34	\$476.00	\$0.00	\$476.00	\$40.12	\$516.12
1651	*BC Golf	Gf - Junior Riding	\$0.00	\$0.00	0.00%	\$22.13	1	\$22.13	\$0.00	\$22.13	\$1.87	\$24.00
1670	*BC Golf	Gf - 2 for \$50	\$0.00	\$0.00	0.00%	\$18.44	98	\$1,807.12	\$0.00	\$1,807.12	\$152.88	\$1,960.00

1670	*BC Golf	Gf - 2 for \$50	\$0.00	\$0.00	0.00%	\$23.05	1	\$23.05	\$0.00	\$23.05	\$1.95	\$25.00
1674	*BC Golf	Gf - Replay Round	\$0.00	\$0.00	0.00%	\$20.00	13	\$260.00	\$0.00	\$260.00	\$21.84	\$281.84
1686	*BC Golf	Gf - Junior Walking	\$0.00	\$0.00	0.00%	\$12.91	2	\$25.82	\$0.00	\$25.82	\$2.18	\$28.00
		Summary for Miscellaneous	\$0.00	\$0.00	100.00%	\$110.53	149	\$2,614.12	\$0.00	\$2,614.12	\$220.84	\$2,834.96
Sub-Department: Paid Rounds												
1655	*BC Golf	Gf - Public Senior (WD)	\$0.00	\$0.00	0.00%	\$22.00	222	\$4,884.00	\$0.00	\$4,884.00	\$410.70	\$5,294.70
1655	*BC Golf	Gf - Public Senior (WD)	\$0.00	\$0.00	0.00%	\$32.00	1	\$32.00	\$0.00	\$32.00	\$2.69	\$34.69
1656	*BC Golf	Gf - Public Weekday	\$0.00	\$0.00	0.00%	\$32.00	282	\$9,024.00	\$0.00	\$9,024.00	\$758.58	\$9,782.58
1656	*BC Golf	Gf - Public Weekday	\$0.00	\$0.00	0.00%	\$42.00	-2	(\$84.00)	\$0.00	(\$84.00)	(\$7.08)	(\$91.08)
1658	*BC Golf	Gf - Public Weekend	\$0.00	\$0.00	0.00%	\$37.00	380	\$14,060.00	\$0.00	\$14,060.00	\$1,181.80	\$15,241.80
1658	*BC Golf	Gf - Public Weekend	\$0.00	\$0.00	0.00%	\$47.00	3	\$141.00	\$0.00	\$141.00	\$11.88	\$152.88
1697	*BC Golf	Gf - Weekend Walking	\$0.00	\$0.00	0.00%	\$37.00	8	\$296.00	\$0.00	\$296.00	\$24.88	\$320.88
1698	*BC Golf	Gf - Weekday Walking	\$0.00	\$0.00	0.00%	\$32.00	9	\$288.00	\$0.00	\$288.00	\$24.21	\$312.21
1701	*BC Golf	Gf - Senior Walking	\$0.00	\$0.00	0.00%	\$22.75	5	\$113.75	\$0.00	\$113.75	\$9.55	\$123.30
1993	*BC Golf	GF - 9 Hole Weekday	\$0.00	\$0.00	0.00%	\$17.00	13	\$221.00	\$0.00	\$221.00	\$18.59	\$239.59
1993	*BC Golf	GF - 9 Hole Weekday	\$0.00	\$0.00	0.00%	\$27.00	9	\$243.00	\$0.00	\$243.00	\$20.43	\$263.43
1994	*BC Golf	GF - 9 Hole Weekend	\$0.00	\$0.00	0.00%	\$22.00	1	\$22.00	\$0.00	\$22.00	\$1.85	\$23.85
1994	*BC Golf	GF - 9 Hole Weekend	\$0.00	\$0.00	0.00%	\$32.00	2	\$64.00	\$0.00	\$64.00	\$5.38	\$69.38
		Summary for Paid Rounds	\$0.00	\$0.00	100.00%	\$401.75	933	\$29,304.75	\$0.00	\$29,304.75	\$2,463.46	\$31,768.21
Sub-Department: Tournaments												
1661	*BC Golf	Gf - Tournament	\$0.00	\$0.00	0.00%	\$14.75	16	\$236.00	\$0.00	\$236.00	\$20.00	\$256.00
1661	*BC Golf	Gf - Tournament	\$0.00	\$0.00	0.00%	\$22.13	82	\$1,814.66	\$0.00	\$1,814.66	\$153.34	\$1,968.00
1661	*BC Golf	Gf - Tournament	\$0.00	\$0.00	0.00%	\$26.17	36	\$942.12	\$0.00	\$942.12	\$0.00	\$942.12
1661	*BC Golf	Gf - Tournament	\$0.00	\$0.00	0.00%	\$27.42	67	\$1,837.14	\$0.00	\$1,837.14	\$154.77	\$1,991.91
1661	*BC Golf	Gf - Tournament	\$0.00	\$0.00	0.00%	\$29.51	112	\$3,305.12	\$0.00	\$3,305.12	\$0.00	\$3,305.12
		Summary for Tournaments	\$0.00	\$0.00	100.00%	\$119.98	313	\$8,135.04	\$0.00	\$8,135.04	\$328.11	\$8,463.15
Sub-Department: Twilight												
1657	*BC Golf	Gf - Public Weekday Twilight	\$0.00	\$0.00	0.00%	\$28.00	370	\$10,360.00	\$0.00	\$10,360.00	\$873.20	\$11,233.20
1660	*BC Golf	Gf - Public Weekend Twilight	\$0.00	\$0.00	0.00%	\$28.00	252	\$7,056.00	\$0.00	\$7,056.00	\$594.72	\$7,650.72
1660	*BC Golf	Gf - Public Weekend Twilight	\$0.00	\$0.00	0.00%	\$33.00	4	\$132.00	\$0.00	\$132.00	\$11.12	\$143.12
1687	*BC Golf	Gf - League Green Fee (No	\$0.00	\$0.00	0.00%	\$20.29	10	\$202.90	\$0.00	\$202.90	\$17.10	\$220.00
1943	*BC Golf	Gf - Twilight Walking	\$0.00	\$0.00	0.00%	\$28.00	7	\$196.00	\$0.00	\$196.00	\$16.52	\$212.52
		Summary for Twilight	\$0.00	\$0.00	100.00%	\$137.29	643	\$17,946.90	\$0.00	\$17,946.90	\$1,512.66	\$19,459.56
Sub-Department: z Comp Rounds												
1644	*BC Golf	Gf - Complimentary	\$0.00	\$0.00	0.00%	\$0.00	29	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

1682	*BC Golf	Charity/Donation	\$0.00	\$0.00	0.00%	\$0.00	112	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Comp Rounds	\$0.00	\$0.00	0.00%	\$0.00	141	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Department: z Employee Rounds												
1683	*BC Golf	PGA / Industry	\$0.00	\$0.00	0.00%	\$0.00	16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1684	*BC Golf	Gf - Employee	\$0.00	\$0.00	0.00%	\$0.00	127	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Employee Rounds	\$0.00	\$0.00	0.00%	\$0.00	143	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Department: z Raincheck												
2536	*BC Golf	Gf - Raincheck	\$0.00	\$0.00	0.00%	\$0.00	34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Raincheck	\$0.00	\$0.00	0.00%	\$0.00	34	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Department: z Trade Rounds												
1632	*BC Golf	Gf - Bailey Member	\$0.00	\$0.00	0.00%	\$0.00	101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2535	*BC Golf	Gf - Trade/Marketing	\$0.00	\$0.00	0.00%	\$0.00	11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GF1713	*BC Golf	Tulsa Drillers	\$0.00	\$0.00	0.00%	\$0.00	24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Trade Rounds	\$0.00	\$0.00	0.00%	\$0.00	136	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:			\$0.00	\$0.00	100.00%	\$1,209.74	4628	\$73,003.20	\$0.00	\$73,003.20	\$5,789.66	\$78,792.86

2. GENERAL CORRESPONDENCE / NOTIFICATION





INTEROFFICE MEMO

To: Honorable Mayor and City Councilors
From: Jennifer Swezey, Communications & Media Relations Manager
Date: August 28, 2020
Re: Recent Media Coverage

Below are some links to news coverage in Broken Arrow this week.

<https://www.fox23.com/news/local/broken-arrow-residents-seeing-higher-water-bills/HX2OKGS5GRHP5HN6EBGZ7XJA3M/> ((updated story was run on 8/21/20, confirming the customer interviewed was assisted the next day and a major leak was confirmed))

Respectfully submitted,

Jennifer Swezey

3. SPECIAL EVENTS / ACTIVITIES

