

To: Honorable Mayor and City Councilors
From: Michael Spurgeon, City Manager
Date: September 25, 2020
Re: Notes to Council

1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION

- Parks and Recreation Department Report – August 2020
- Utilities Department Report – August 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



To: Kenneth Schwab, Assistant City Manager - Operations

From: Matt Hendren, Director Parks & Recreation *MH*

CC: Crickett Moore

Date: September 21, 2020

Re: August 2020 Monthly Report

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

Please contact Matt Hendren x7442 if you have any questions.

Encl: August 2020 Monthly Report



Parks and Recreation Department August 2020 Monthly Report

CENTRAL PARK COMMUNITY CENTER	VISITS
Basketball	2,377
Coed Volleyball	15
Pickleball	173
RC Flying	10
Volleyball	337
Walking	134
Zumba	52

FACEBOOK

- 156 total views
- 56 new likes out of 1,732
- 8 new dislikes
- 60 new followers out of 1,777
- 84% of followers are women and 16% are men

GOOGLE

- 5,662 total searches.
- 38.6% of people directly searched Central Park Community Center.
- 60.7% of people discovered Central Park Community Center through other searches.
- 147 people clicked Call.
- Most popular query search was Broken Arrow Community Center.

NIENHUIS PARK COMMUNITY CENTER	VISITS
Basketball	1114
Break Dance	3
Exercise	2
Martial Arts	90
NP Flying	24
Pickleball	306
Ping Pong	14
Rec Room Usage	118
Roly Poly's	1
Tumbling Gymnastics	9
Tykes Tumbling	22
Volleyball – Open Gym	244
Walking	68

FACEBOOK

- 1,103 total views
- 33 new likes out of 4,377
- 15 new dislikes
- 35 new followers out of 4,486
- 86% of followers are women and 13% are men

GOOGLE

- 19,584 total searches.
- 42.4% of people directly searched Nienhuis Park Community Center.
- 57.3% of people discovered Nienhuis Park Community Center through other searches.
- 331 people clicked Call.
- Most popular query search was Nienhuis Park Community Center, North 9th Street.

RAY HARRAL NATURE CENTER

Visitors 1,534

EVENTS

Seasonal Painting 9

FACEBOOK

- 1,896 total views
- 91 new likes out of 4,680
- 13 new dislikes
- 96 new followers out of 4,749
- 87% of followers are women and 12% are men

GOOGLE

- 37,129 total searches.
- 55.1% of people directly searched Ray Harral Nature Park.
- 44.5% of people discovered Ray Harral Nature Park through other searches.
- 23 people clicked Call.
- Most popular query search was “Ray Harral Nature Park & Center.”

FAMILY AQUATIC CENTER

FACEBOOK

- 169 Total Views
- 24 New Likes out of 612
- 3 New Dislikes
- 24 New Followers out of 626
- 90% of followers are women and 9% are men

GOOGLE

- 12,246 total searches
- 10.8% of people directly searched Family Aquatic Center
- 89% of people discovered Family Aquatic Center through other searches.
- 236 people clicked call
- Most popular query search is “Broken Arrow Pools”

NIENHUIS AQUATIC FACILITY

FACEBOOK

- 448 total views
- 77 new likes out of 1,416
- 4 new dislikes
- 80 new followers out of 1,460
- 94% of followers are women and 6% are men

GOOGLE

- 13,909 total searches.
- 19.7% of people directly searched Nienhuis Aquatic Facility.
- 80.1% of people discovered Nienhuis Aquatic Facility through other searches.
- 488 people clicked Call.
- Most popular query search is “Broken Arrow Pools.”

ROSE DISTRICT FARMERS MARKET

FACEBOOK

- 1,407 total views
- 93 new likes out of 11,987
- 36 new dislikes
- 98 new followers out of 12,147
- 84% of followers are women and 15% are men

FACEBOOK - BA Parks & Recreation

- 553 new total views
- 72 new likes out of 5,529
- 24 new dislikes
- 76 new followers out of 5,567
- 83% of followers are women and 16% are men

CITY WEBSITE – BA Parks & Recreation

Parks Locator Tool

- 385 people viewed.
- On average, 12.83 people viewed per day.

Parks Story Map

- 138 people viewed.
- On average, 4.60 people viewed per day.

Farmers Market Story Map

- 293 people viewed.
- On average, 9.77 people viewed per day.

PARKS MAINTENANCE

Maintenance Job Code	Hours Work Performed	Percentage of Work Hours
Aquatic Maintenance	111.50	2.53%
Athletic Field Maintenance	186.50	4.24%
Building Maintenance	0.00	0.00%
Chemical Applications	180.25	4.10%
Construction	0.00	0.00%
Canopy/Windscreen Maintenance	24.50	0.56%
Custodial Services	76.75	1.74%
Data Entry	202.75	4.61%
Electrical	1.00	0.02%
Equipment Maintenance	201.75	4.58%
Fencing	0.50	0.01%
Flood Recovery	0.00	0.00%
Forestry	167.25	3.80%
GIS	0.00	0.00%
General Site Maintenance	163.00	3.70%
Graffiti Removal	2.50	0.06%
Horticulture	377.75	8.58%
Inspections	47.75	1.09%

Irrigation Maintenance	186.25	4.23%
Irrigation/Watering	70.50	1.60%
Locks/Hardware	1.00	0.02%
Mowing	1,721.75	39.13%
Plumbing	8.00	0.18%
Playground Maintenance	177.50	4.03%
Painting	58.50	1.33%
Refuse	163.50	3.72%
Safety Training	0.00	0.00%
Snow/Ice Removal	0.00	0.00%
Splash Pad Maintenance	111.25	2.53%
Special Events	5.50	0.12%
Sports Field/Security Lights	17.75	0.40%
Storm Damage	48.25	1.10%
Supervisor Training	29.00	0.66%
Trail Maintenance	11.50	0.26%
Training/Meeting	46.50	1.06%
Tree Planting	0.00	0.00%
Vandalism	0.00	0.00%
Totals	4,400.50	99.99%

End of Report

FACILITY REPORT FOR



August 2020

Battle Creek Golf Club – August 2020 Review

General

The month of August was extremely busy with record setting rounds and revenues for the month. The club has seen an increase in total monthly rounds the past few months of about 15 – 20%. Total revenues for the month were \$204,898 which was \$48,884 more than budgeted revenues and also \$56,417 more than last August's total revenues. The club did receive some equipment damages from a storm that came thru on August 13th from an electrical surge from a lightning strike. There were 50 golf cars that needed motor control units replaced, phone system replaced, and a few other items that were damaged and needed to be replaced.

Golf Operations

During the month of August 2020, Golf Operations hosted 7 events. This number was down due to Covid-19 and the social distancing guidelines. Around 80% of the scheduled events for July, August, Sept, and Oct have cancelled or postponed due to Covid-19. During the month the club also hosted 3 US Kids tournaments and 2 PGA Junior League Events. Lastly the club hosted the South Central Section Stroke Play Championship and the Senior Hall of Fame Championship.

Battle Creek is still enforcing some social distancing guidelines such as recommending masks when entering the clubhouse. We are not requiring players to ride together but are accommodating when available. The club currently is not charging players additional fees for taking an extra cart at the direction of the City of Broken Arrow. Players are not allowed to remove the flag sticks, use the restrooms on the course, and eat or drink in the grill and patio area at 50% capacity.

Course Maintenance

Total of 4.5 inches of rainfall this month. 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 accomplished the following tasks: scheduled weekly mowing of all playing areas of the course, multiple large 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, hand watered greens where needed daily.

Next month - Continue seasonal mowing schedules as well as edging bunkers and all trim work as needed, will continue to hand syringe greens with water as needed, fertilize the entire golf course in preparation for the upcoming winter months, mow all native areas for the final time of the season.

Golf Rounds Monthly Summary

August total rounds were 4,519 which were 849 more than budgeted rounds for month.

<u>Rounds</u>	<u>Budgeted</u>	<u>Prior year</u>	<u>Actual</u>
PUBLIC ROUNDS	650	630	1,055
TOURNAMENT	250	270	454
MEMBER	1,550	1,354	1,493
BATTLE CARD	245	218	244
TWILIGHT	500	357	729
MISC.	175	129	156
MEMBER GUEST	300	240	388
TOTAL ROUNDS	3,670	3,198	4,519

Monthly Gross Revenues

August total revenue was \$204,898 for the month, which was \$48,884 more than budgeted revenues. The full financial reports are presented separately.

	August Budget	August Prior Year	August Actual
DUES & FEES	34,200	40,717	38,994
GREEN FEES	55,139	48,803	82,207
CART FEES	17,212	15,075	25,073
MERCHANDISE	12,845	13,414	17,492
OTHER GOLF COURSE SERVICES	13,300	11,264	14,420
FOOD & BEVERAGES	23,318	19,208	26,712
TOTAL REVENUE	156,014	148,481	204,898

Banquet Facility Usage Report

Date	Event	Total
August 2 nd	Event / Party	\$350
August 4 th	Event / Service	\$500
August 8 th	Event / Party	\$350
August 29 th	Event / Birthday Party	\$400
	Total Banquet Revenue:	\$1,600

Grill

- Busy month with regular daily orders as well as a few to-go tournaments.
- Total revenues were \$26,712 which was \$7,504 more than last year's August total Food & Beverage revenues.

Sales Report by Selected Department

Battle Creek Golf Shop

Department: Greens Fees

Date Between 8/1/2020 & 8/31/2020

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	36	\$792.00	\$0.00	\$792.00	\$62.90	\$854.90
1633	*BC Golf	Gf - Battle Card Sr. (Weekday	\$0.00	\$0.00	0.00%	\$27.00	2	\$54.00	\$0.00	\$54.00	\$4.54	\$58.54
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	6	\$192.00	\$0.00	\$192.00	\$16.14	\$208.14
1635	*BC Golf	Gf - Battle Card Weekday	\$0.00	\$0.00	0.00%	\$21.00	39	\$819.00	\$0.00	\$819.00	\$67.26	\$886.26
1635	*BC Golf	Gf - Battle Card Weekday	\$0.00	\$0.00	0.00%	\$28.00	1	\$28.00	\$0.00	\$28.00	\$2.36	\$30.36
1636	*BC Golf	Gf - Battle Card Weekend	\$0.00	\$0.00	0.00%	\$30.00	72	\$2,160.00	\$0.00	\$2,160.00	\$182.16	\$2,342.16
1637	*BC Golf	Gf - Battle Card Weekend	\$0.00	\$0.00	0.00%	\$21.00	59	\$1,239.00	\$0.00	\$1,239.00	\$104.43	\$1,343.43
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
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	244	\$5,959.75	\$0.00	\$5,959.75	\$496.62	\$6,456.37
Sub-Department: Guest Rounds												
1678	*BC Golf	Gf - Member Guest Sr.	\$0.00	\$0.00	0.00%	\$22.00	95	\$2,090.00	\$0.00	\$2,090.00	\$175.75	\$2,265.75
1678	*BC Golf	Gf - Member Guest Sr.	\$0.00	\$0.00	0.00%	\$27.00	1	\$27.00	\$0.00	\$27.00	\$2.27	\$29.27
1680	*BC Golf	Gf - Member Guest Weekend	\$0.00	\$0.00	0.00%	\$30.00	147	\$4,410.00	\$0.00	\$4,410.00	\$371.91	\$4,781.91
1680	*BC Golf	Gf - Member Guest Weekend	\$0.00	\$0.00	0.00%	\$40.00	7	\$280.00	\$0.00	\$280.00	\$23.59	\$303.59
1681	*BC Golf	Gf - Member Guest Weekday	\$0.00	\$0.00	0.00%	\$22.00	58	\$1,276.00	\$0.00	\$1,276.00	\$107.30	\$1,383.30
1681	*BC Golf	Gf - Member Guest Weekday	\$0.00	\$0.00	0.00%	\$32.00	2	\$64.00	\$0.00	\$64.00	\$5.38	\$69.38
1710	*BC Golf	Gf - Member Guest	\$0.00	\$0.00	0.00%	\$18.44	78	\$1,438.32	\$0.00	\$1,438.32	\$121.68	\$1,560.00
Summary for Guest Rounds			\$0.00	\$0.00	100.00%	\$191.44	388	\$9,585.32	\$0.00	\$9,585.32	\$807.88	\$10,393.20
Sub-Department: Member Rounds												
1629	*BC Golf	Gf - Annual Member	\$0.00	\$0.00	0.00%	\$0.00	947	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1662	*BC Golf	Gf - Weekday Member	\$0.00	\$0.00	0.00%	\$0.00	376	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1685	*BC Golf	Gf - Family Member	\$0.00	\$0.00	0.00%	\$0.00	170	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Summary for Member Rounds			\$0.00	\$0.00	0.00%	\$0.00	1493	\$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	39	\$546.00	\$0.00	\$546.00	\$46.02	\$592.02
1651	*BC Golf	Gf - Junior Riding	\$0.00	\$0.00	0.00%	\$22.13	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

1660	*BC Golf	Gf - Public Weekend Twilight	\$0.00	\$0.00	0.00%	\$33.00	1	\$33.00	\$0.00	\$33.00	\$2.78	\$35.78
1687	*BC Golf	Gf - League Green Fee (No	\$0.00	\$0.00	0.00%	\$20.29	39	\$791.31	\$0.00	\$791.31	\$66.69	\$858.00
1943	*BC Golf	Gf - Twilight Walking	\$0.00	\$0.00	0.00%	\$28.00	6	\$168.00	\$0.00	\$168.00	\$14.16	\$182.16
		Summary for Twilight	\$0.00	\$0.00	100.00%	\$170.29	729	\$20,181.31	\$0.00	\$20,181.31	\$1,700.97	\$21,882.28
Sub-Department: z Comp Rounds												
1644	*BC Golf	Gf - Complimentary	\$0.00	\$0.00	0.00%	\$0.00	105	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1682	*BC Golf	Charity/Donation	\$0.00	\$0.00	0.00%	\$0.00	63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Comp Rounds	\$0.00	\$0.00	0.00%	\$0.00	168	\$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	54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1684	*BC Golf	Gf - Employee	\$0.00	\$0.00	0.00%	\$0.00	150	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Employee Rounds	\$0.00	\$0.00	0.00%	\$0.00	204	\$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	54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Raincheck	\$0.00	\$0.00	0.00%	\$0.00	54	\$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	69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2535	*BC Golf	Gf - Trade/Marketing	\$0.00	\$0.00	0.00%	\$0.00	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EZ Links	*BC Golf	Gf - EZLinks PrePaid Trade	\$0.00	\$0.00	0.00%	\$0.00	5	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
GF1713	*BC Golf	Tulsa Drillers	\$0.00	\$0.00	0.00%	\$0.00	9	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Summary for z Trade Rounds	\$0.00	\$0.00	0.00%	\$0.00	84	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		Grand Total:	\$0.00	\$0.00	100.00%	\$1,370.49	5029	\$82,207.26	\$0.00	\$82,207.26	\$6,838.48	\$89,045.74

To: Michael Spurgeon, City Manager
From: Charles Vokes, Utilities Director
Date: September 24, 2020
Re: Utilities Department Monthly Report – August 2020

	August 2020	August 2019
Water Treated, Purchased and Distributed		
Water Purchased from Tulsa	0.5 MG	11.7 MG
Water Produced at Verdigris WTP	<u>450.7 MG</u>	<u>417.5 MG</u>
Total	451.2 MG	429.2 MG
Wastewater Treated		
Lynn Lane Plant	162.3 MG	157.4 MG
Haikey Creek Plant flow from BA	<u>134.4 MG</u>	<u>159.1 MG</u>
Total	296.7 MG	316.5 MG
Haikey Creek Plant flow from Tulsa	199.5 MG	206.3 MG

LLWWTF Summary

David Handy, Plant Manager

Preventive Maintenance (57 person-hrs total)

1. Cleaned west head cell (8 hours)
2. Cleaned and washed east tea cup and grit snail (2 hours)
3. Cleaned east head cell (8 hours)
4. Clean and washed west tea cup and grit snail (2 hours)
5. Weekly lubrication for influent channel screen (1 hour)
6. Cleared compactors of built up rags (1 hour)
7. Unplugged WAS pumps (1.5 hours)
8. Power washed floor and walls in belt press room (2 hours)
9. Changed filters on make up air unit at headworks (0.5 hour)
10. Performed quarterly lubrication of equipment and motors (4 hours)
11. Power washed clarifier (2 hours)
12. Cleaned clarifier weirs (2 hours)
13. Drained and washed down west and east contact chambers (8 hours)
14. Changed out three filters on biofilter and washed old filters (1.5 hour)
15. Cleaned and inspected basement of headworks (1 hour)
16. Cleaned north digester and pumped into FEB (12 hours)
17. Checked two filters on top of headworks for cleaning (0.5 hour)

Corrective Maintenance

1. Changed out FEB pump, was air locked
2. Unplugged west grit pump

Other Maintenance

1. Changed out roll off dumpster in headworks
2. Repaired garden hose

Utilities Distribution/Collections Maintenance Summary Water Distribution-Travis Schemonia, Water Supervisor

Preventive Maintenance

1. Line locates-2112
2. Valve truck crew exercised 168 valves for the month, bringing the total to 897 for 2020
3. Fire hydrants inspected and greased-102, bringing the total to 1763 for 2020
4. Fire hydrants painted-226

Corrective Maintenance

1. Meter leak repairs-10
2. Distribution main leak repaired-12
3. Curb stops replaced-10
4. Defective meters replaced-4
5. Water system service requests-52
6. Broken meter/valve boxes replaced-14
7. Cleaned and restored yards after water line repair-8
8. Fire hydrants repaired-0

Other

1. New taps and meters-35
2. Service line breaks-21
3. Water pressure tests-10
4. Service crossings installed-0
5. Assisted Meter Reading with Turn Ons/Offs-9
6. Water quality concerns-1
7. Spot dig fiber optic line on 1st St for Engineering & Construction
8. Assisted Parks Department in the repair of Main St water feature
9. Moved water meter on Tucson for Belt Construction

Water Quality

Tim Nix-Water Quality Technician

Preventive Maintenance

1. Tested chlorine levels near auto flushers to verify all are working-19
2. Bac-T samples collected-101
3. Collected 2 chlorine samples (am/pm) daily-62 total
4. Distribution system-tests at 11 distribution locations and 5 water tower locations-144
5. Checked chlorine levels every Friday at 5 water towers-25
6. Flushed dead end lines at 31 locations once a month and 12 locations twice a month-624,855 gallons

Corrective Maintenance

1. Water quality concern calls at 15 locations-440,647 gallons flushed
2. Response to distribution testing results-5,215,500 gallons flushed

Other

1. Total gallons flushed to improve water quality-estimated 11,785,0778 gallons

Water Reclamation-David Marlow, Wastewater Collection Supervisor

Preventive Maintenance

1. CCTV inspections done-16,069 ft.
2. Routine station visits (29 lift stations and 4 booster stations)-621

3. Check valves/pumps cleaned at stations-5
4. Sewer line root cut-0
5. Sewer line locates-85
6. Sewer line cleaning-14,975 ft.
7. Lines smoked-0
8. Clean fog rods at lift stations-22

Corrective Maintenance

1. Service request calls-28
2. Sewer line blockages relieved-4
3. After hour calls-12
4. Manholes repaired-7
5. Sewer lines repaired/replaced/installed-46 ft
6. Clean and restored yards after sewer line repairs-0
7. Sanitary Sewer Overflows (SSOs) reported to ODEQ-3
8. Sinkholes-0
9. Lift station repairs-
 - Adam Creek North-replaced #2 pump
 - Berwick-cleaned 3 way valves and vacuum bowls
 - ISSC #2-replaced hoses
 - Easley-no power, called AEI and PSO for repairs
 - South Park South-cleaned probes and 3 way valves
 - Willow Springs-repair reeds on vacuum pump

Other

1. Assisted Water Department with hydro excavation

Meter Reading-Derriell Bynum, Meter Reading Supervisor

Preventive Maintenance

1. Replace meters-49
2. Install Mach 10 meters-0
3. Replace meter lids-0

Corrective Maintenance

1. Replace defective AMR registers-37
2. Meter boxes replace-4
3. Replace AMR antenna-2
4. Construction meters rebuilt-0
5. Replace riser-3

Other Maintenance

1. Meters read-39,543
2. Rereads/Leak Tests-246 (due to high water bills)
3. Turn Ons for nonpayment-236
4. Turn Offs for nonpayment-224
5. New accounts-513
6. Finals-437
7. Pulled meters-1
8. Retrieve water use history from AMR and provide 90 day graph to customer-146 (due to high water bills) for a total of 178 for 2020
9. Place door hangers for bad checks-0
10. Misreads-17 for a total of 236 for 2020
11. Customer concerns-60

Utilities Construction-Tommy Kimbrough, Construction Supervisor

Preventive Maintenance

1. Galveston water line project-installed 670' of 6" C-900 water pipe, pressure tested and chlorinated water line. Made 5 tie ins and 2 service crossings
2. 1st & Detroit water line project-installed 355' of 12" C-900 water pipe, installed 2 service crossings, pressure tested and chlorinated water line

Corrective Maintenance

1. None for this month

Other

1. Timber Ridge Cottages-installed 588' of 12" SDR 35 sewer pipe and installed 5 manholes

Verdigris WTP-Eli Prock, Interim Plant Manager

Preventive Maintenance (50 person-hrs total)

1. Tested eye wash/shower stations (4 hours)
2. Calibrated and bump tested MX4 air monitors (0.5 hours)
3. Inspected fire extinguishers (1 hour)
4. Flushed SBS and hydrochloric acid tank overflow water traps (1 hour)
5. Changed CL-17's buffer and indicators (2 hours)
6. Replaced inner hoses for the free CL-17 down at high service (0.5 hours)
7. Changed hardness monitor buffer and indicator in hypochlorite generator room (0.5 hours)
8. Flushed raw water turbidimeter (2 hours)
9. Flushed settled turbidimeter (2 hours)
10. Calibrated pH probe in the lab (0.5 hours)
11. Hosed down hypochlorite and permanganate feed panel and flushed containment areas (3 hours)
12. Flushed SBS containment area (1 hour)
13. Replaced hosing on rack 6 turbidimeter (0.5 hours)
14. Replaced inner hose on permanganate pump 6 (1 hour)
15. Replaced inner hose on ACH pump 4 (0.5 hours)
16. Changed out tubing on settled water turbidimeter (1 hour)
17. Flushed phase 1 permanganate line (3 hours)
18. Changed out water lines on online rack turbidimeters (1.5 hours)
19. Changed filters on hypochlorite generators and brine system (1 hour)
20. Cleaned plate settlers on phase 2 pretreatment (6 hours)
21. Complete train cleaning on 5 and 6 (16 hours)
22. Changed color cell on the CL-17 in the membrane feed area (0.5 hours)
23. Flushed and ran manual wipe on rack 5 turbidimeter (1 hour)

Corrective Maintenance

1. Replaced 3 O-rings on hypochlorite feed panel valves
2. Installed new quick connect fitting on hypochlorite transfer pump A
3. Replaced blower air flow sensor in pipe chase
4. Repaired air leak on neutralization system drain valve air line
5. Removed generator 3 blower for repair, moved generator 2 blower motor to generator 3
6. Repaired 5 union leaks above hypochlorite flow meter
7. Replaced 1.5" CPVC valve right before hypochlorite meter
8. Repaired permanganate eye wash station
9. Flushed salt vent line
10. Hooked up rental air compressor
11. Changed quick connect on hypo transfer pump B
12. Replaced ACH pump #4
13. Cleared debris out of the outdoor chemical containment areas
14. Installed new oil tank, cooler and changed oil and filters on air compressor 2 (contractor)

15. Repaired high service exhaust dampener (contractor)

Other Maintenance

1. Performed grounds keeping duties
2. Cleaned and disinfected membrane building

Lynn Lane and Haikey Creek WWTP Industrial Pretreatment Program Summary

Lauren Kimbrough, Pretreatment Coordinator

Fats, Rags, Oil & Grease Program (FROG)-

Grease interceptor inspections

- 2 interceptors were inspected in August. Facilities that have interceptors that need immediate maintenance are being asked to have maintenance performed within 15 days.
- 1 facility was asked to perform maintenance.

Oil/Water Separator/Sand Interceptor inspections

- City Pretreatment staff performed 5 automotive shop inspections in the month of August. Staff inspected manifests for oil/water separator maintenance and waste hauling, inspected interceptors, and discussed best management practices with management. Establishments with interceptors that were improperly maintained or in need of repair were given 15 days to correct the deficiency. Re-checks were done for non-compliance issues.

Industrial Pretreatment-

Self-Monitoring Laboratory reports received and reviewed for compliance

- Blue Bell – No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$2,162.06. Surcharges have been submitted to the Finance Department for billing.
- Unifirst – No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$ 2,134.21 and submitted to the Finance Department for billing.
- Mullin Plumbing – City staff performed the monthly monitoring of the system in August. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$337.66 and submitted to the Finance Department for billing.
- Comgraphx/Communication Graphics – No deficiencies were noted. Monthly surcharges for conventional pollutants above residential thresholds were calculated in the amount of \$26.45 and submitted to the Finance Department for billing.
- Paccar Winch-No deficiencies were noted.
- Flight Safety-No deficiencies were noted.
- Baker Hughes-No deficiencies were noted.

Permitting

- Mullin Plumbing – A wastewater discharge permit application was submitted but not approved. The Utilities Department requested that Mullin Plumbing enter into a consent order with City of Broken Arrow and redesign their solids removal system to meet Pretreatment Program standards in order to renew the permit. If the permit is not renewed, Mullin Plumbing has been asked to properly close-out the system per requirements. A decision has not been made.
- PACCAR Winch - The wastewater discharge permit was renewed. An application for renewal was submitted with an accidental spill prevention plan and toxic organic management plan and was approved by the Utilities Director. Paccar Winch remains in compliance with permit requirements and city municipal code.

2. GENERAL CORRESPONDENCE / NOTIFICATION





INTEROFFICE MEMO

To: Honorable Mayor and City Councilors
From: Jennifer Swezey, Communications & Media Relations Manager
Date: September 25, 2020
Re: Recent Media Coverage

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

<https://ktul.com/news/local/broken-arrow-delivering-new-recycling-bins-curbside-trash-carts>

<https://www.krmg.com/news/local/broken-arrow-officials-apologize-long-delays-work-91st-street/MRDO4K2D4RDV7AE2FO553KMXOY/>

Respectfully submitted,

Jennifer Swezey

3. SPECIAL EVENTS / ACTIVITIES

