

**To:** Honorable Mayor and City Councilors  
**From:** Russell Gale, Acting City Manager  
**Date:** August 9, 2019  
**Re:** Notes to Council

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

- Community Development Department Monthly Report – July 2019
- Streets and Stormwater Department Monthly Report – July 2019

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

- Press Release – Broken Arrow pool closing dates announced
- City Manager thank you letter – RE: Elm Place and New Orleans Advisory Committee
- Recent news articles

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

- N/A

Respectfully submitted,

*CLM for*

Russell Gale

clm  
Attachments

# 1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION





**MONTHLY REPORT**  
 Department of Community Development Neighborhood  
 Engagement and Inspections Division July 2019

Inspections Performed by Trade	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Totals
Pools	26	24	19	21	22	19	41						172
Building	290	306	340	452	389	441	434						2,652
Mechanical	162	142	161	193	211	240	217						1,326
Electrical	296	341	317	388	320	359	332						2,353
Plumbing	489	521	584	650	616	545	604						4,009
<b>Totals</b>	<b>1,263</b>	<b>1,334</b>	<b>1,421</b>	<b>1,704</b>	<b>1,558</b>	<b>1,604</b>	<b>1,628</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,512</b>

Residential and Commercial Inspectors	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Totals
Inspections Performed by Residential Inspectors	912	944	1,004	1,317	1,254	1,133	1,116						7,680
Inspections Performed by Commercial Inspectors	351	390	417	387	304	471	512						2,832
<b>Totals</b>	<b>1,263</b>	<b>1,334</b>	<b>1,421</b>	<b>1,704</b>	<b>1,558</b>	<b>1,604</b>	<b>1,628</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,512</b>

Certificate of Occupancy Issued	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Totals
Residential	19	32	35	42	36	51	57						272
Commercial	8	6	12	14	6	50	3						99
<b>Totals</b>	<b>27</b>	<b>38</b>	<b>47</b>	<b>56</b>	<b>42</b>	<b>101</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>371</b>

Neighborhood Engagement NEW Cases	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Totals
Dilapidated/Abandoned Structure	0	2	0	0	0	1	0						3
Trash at curb to early	3	6	7	4	6	2	6						34
Inoperable Vehicles	32	6	13	28	21	20	21						141
Nuisance, not classified elsewhere	12	6	6	18	11	16	18						87
Property Maintenance	10	9	6	30	16	7	6						84
Trash/Junk/Debris	75	57	40	110	73	32	30						417
Weeds/Weeds and Trash	1	1	2	250	132	156	181						723
RV/Trailer in Front of Building Line	15	6	17	13	17	12	26						106
Yard Parking	12	6	5	6	7	16	13						65

Neighborhood Engagement CLOSED Cases	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Totals
Dilapidated/Abandoned Structure	7	2	2	1	1	0	2						15
Trash at curb to early	4	6	2	8	5	4	4						33
Inoperable Vehicles	21	11	10	21	21	16	27						127
Nuisance, not classified elsewhere	22	7	16	9	11	18	21						104
Property Maintenance	6	2	2	24	17	16	8						75
Trash/Junk/Debris	57	38	53	132	83	31	45						439
Weeds/Weeds and Trash	26	19	29	45	228	134	185						666
RV/Trailer in Front of Building Line	10	6	10	20	11	11	24						92
Yard Parking	10	9	4	4	7	3	23						60

Neighborhood Engagement Miscellaneous	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Yearly Totals
All Case Types (New Cases)	206	112	111	478	313	298	332						1,850
All Case Types (Closed Cases)	172	113	130	246	386	234	369						1,650
New Cases from Action Center	41	34	59	132	106	167	165						704
New Cases from Code Officers	151	57	37	346	157	63	78						889
New Issues from SeeClickFix	25	42	43	67	105	136	107						525
Courtesy Letters Sent	201	104	111	373	318	277	300						1,684
Citations Issued	6	2	4	3	5	10	7						37
ROW Signs Removed by Code Officers	8	15	246	378	78	57	40						822

# Street & Roadside Maintenance

## Monthly Report 7/2019

Job	Monthly Total
Street Service Calls (Not covered by other categories)	202
Pothole Patches	606
Dura Patch Holes	0
Major Street Repairs (SY)	3,687
Signs Repaired	184
New Signs Installed/Replaced	119
Signs Fabricated	222
Streets Painted (LF)	32,683
Arrows Painted	59
ONLY'S	0
Intersection/Crosswalk Marking	73
Drop Inlets Cleaned	0
Tree Removal/Trimming	295
Crack Sealing (FT)	0
Manholes Raised	0
R.O.W Signs	0
Streets Paved (SY)	0
24 Hour Traffic Counts	3
12 Hour Speed Surveys	3
Traffic Calming Signs Posted	0
Traffic Calming Areas Painted	0
Speed Bumps Installed	0
Speed Bumps Removed	3
Speed Bumps Painted	0

# Stormwater Maintenance

## Monthly Report 7/2019

Job	Monthly Total
Street Sweeping (miles)	174
Mowing ROW (miles)	312
Mowing Special Projects	1
Weedlot Abatement	0
Tree Removal / Trimming	23
Spraying	18
Signs Removed from ROW	0
Stormwater Service Calls (not covered by other categories)	11
Barricades Repaired	0
Bar Ditch Repairs / Cleaning (LF)	300
Creek Cleaning(LF)	2511
Culverts Cleaning	0
Storm Sewer Sinkholes	0
Storm Sewer Installed (LF)	128
Drop Inlets Cleaned	20
Drop Inlets Repaired	2
Junction Box Repairs	0
Storm Drain Grates Replaced	0
Storm Drain Hood Repaired/Replaced	0
Concrete Street Repairs (SF)	394
Sidewalk Repairs (SF)	3,319
Curb and Gutter Repairs ( LF)	133
French Drains	0
Backfill or Spread Topsoil	13
Saw Cut Curb & Gutter	0
Driveways & Approaches (SF)	184
Vertical Walls & Headwalls	37
Mobile Cement Truck (CY)	0
Hydro Mulch	0
Sod Layed (SF)	6,400

Special Pickup	0
Storm Damage	0
New Inlets & Junction Boxes	0
Wheelchair Ramp	3
Flow Filled Pipes	7
Manholes Raised	1
Metal Hoods Raised	0
Log Jams	0
Surface Drains Installed	0
Pads (SF)	0
Brush Loads	8
6 X 6 Boxes	0
Raised Manhole Rings	0
Floor (SF)	432
Control Pods	0
Concrete Swell	0
Spilled Cleaned	1
Beaver Slides	0
Econ blocks (9 per set)	0
Rip Rap tons	192
Graffiti removal	0
Concrete parking lots (SF)	830
Bar Ditching (miles)	0
Creek Cleaning	0
Bridge Cleanout	0
Weedeat	0
Guardrails (ft)	0
Ag-Base	19
Footings	0
Dog Kennel Pads Poured sq ft	0
Pipe Joints Patched Repaired	9
Signal Pedestals (sq ft)	0
Lids (sq ft)	96
Storm Drain Joints Crawled and Repaired	0
Mailbox repairs	0
1 1/2 road rock spoils	0
	9

top soil  
3/8 chips  
clean out bay

	11
	4
	1

# Traffic Signal Maintenance

## Monthly Report 07/2019

Job	Monthly Total
Traffic Signal service/repair calls	49
School Signal service/repair calls	5
Civil Defense Sirens	6
Electrical/ street lights other	13
Stanby calls	5
Backlog work orders	11
Backlog PM Inspections	109
Project TS1911	15
Project TS2002	95
Project TS2003	113
Project TS2004	36
Project TS2005	95
Project TS2008	102



## 2. GENERAL CORRESPONDENCE / NOTIFICATION



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## Broken Arrow pool closing dates announced

- Last days for City pools: Country Aire, Aug. 6; Family Aquatic Center, Aug. 10; Nienhuis Aquatic Facility, Aug. 16
- Splash pads remain open as weather permits.

### Details:

The City of Broken Arrow's 2019 swimming pool season will end by Aug. 16.

The last day Country Aire Pool will be open is Tuesday, Aug. 6; the Family Aquatic Center at Central Park's last day will be Saturday, Aug. 10; and Nienhuis Aquatic Facility will close for the season on Friday, Aug. 16.

The majority of the City's seasonal pool staff members are high school and college students who are preparing for the new school year in early August. Due to this, the City of Broken Arrow must close the pools prior to the beginning of the school year.

Seasonal splash pads will remain open, daily 8 a.m.-8 p.m., as the weather permits. Broken Arrow's splash pads are located at

- Camino Villa Park, 2812 E. Madison Pl.
- Haskell Park, 601 E. Dallas St.
- Jackson Park, 4800 W. Washington St.
- Leisure Park, 801 W. Charleston St.
- Rockwood West Park, 1308 N. Redbud Ave.
- Sieling Park, 525 W. Iola St.

The Rose District Fountain at 418 S. Main Street will remain open until freezing temperatures are forecast.

### Contact:

Krista Hemme, Communications Director  
City of Broken Arrow  
918-409-7771  
[khemme@brokenarrowok.gov](mailto:khemme@brokenarrowok.gov)





August 8, 2019

Scott Moore, Pastor  
Broken Arrow Church of the Nazarene  
401 W. New Orleans  
Broken Arrow, OK 74012

Dear Scott,

On behalf of the Broken Arrow City Council, I would like to take this opportunity to thank you for allowing the City to hold our Elm Place and New Orleans Advisory Committee meetings at your church.

As you are aware, the City is making efforts to revitalize this corridor. This committee will be instrumental in assisting the City Council and Administration in decision-making on what priorities and what public improvements should be completed. It is anticipated that the committee will meet twice per month for approximately nine months. We are in the process of scheduling the first meeting.

Again, thank you for your generosity and willingness to keep Broken Arrow as a great place to live, work, and play.

Sincerely,

A handwritten signature in blue ink that reads "Michael L. Spurgeon".

Michael L. Spurgeon  
City Manager

cc: City Council – NTC  
Norman Stephens, Economic Development Manager  
Larry Curtis, Acting Community Development Director



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*INTEROFFICE MEMO*

**To:** Honorable Mayor and City Councilors  
**From:** Jennifer Swezey, Community Relations Liaison  
**Date:** August 9, 2019  
**Re:** Recent News Articles

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Below is a link to news coverage in Broken Arrow this week.

<https://ktul.com/news/local/broken-arrow-police-use-national-night-out-to-increase-neighborhood-safety>

Respectfully submitted,

Jennifer Swezey

### 3. SPECIAL EVENTS / ACTIVITIES

