

**To:** Honorable Mayor and City Councilors  
**From:** Kenny Schwab, Acting City Manager  
**Date:** March 5, 2021  
**Re:** Notes to Council

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

- Urban & Sustainability Memo – 2021 Homeowners Association Workshop
- Streets and Stormwater Department Monthly Report – February 2021

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

- N/A

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

- N/A

Respectfully submitted

Kenny Schwab

clm

Attachments

## 1. STAFF REPORTS / ITEMS REQUIRING IMMEDIATE ATTENTION





To: Michael Spurgeon, City Manager

From: Justin DeBruin, Urbanism and Sustainability Manager

Date: February 16, 2021

Subject: 2021 Homeowners Association Workshop

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Mr. Spurgeon,

I am writing to inform you that the Community Development Department is preparing to host the 2021 Annual Homeowners Association Workshop on Saturday, April 24<sup>th</sup> at the Stoney Creek Conference Center, located at 200 W. Albany St. The event will be free and open to the public, giving Broken Arrow homeowners and renters the opportunity to learn more about various City services, interact directly with local vendors, and enjoy presentations by various subject experts. This year's programming will be adapted to ensure individuals in attendance and those at home can both enjoy the event. This will include, but not be limited to, live-streaming and recording of the speaker's series with virtual Q&A capabilities. With safety as the main priority, protocol will be in place to protect the wellbeing of those in attendance. If I can help answer any questions, please let me know.

Sincerely,

Justin DeBruin  
Urbanism and Sustainability Manager

Street & Roadside Maintenance  
Monthly Report 02/2021

Job	Monthly Total
Street Service Calls (Not covered by other categories)	0
Pothole Patches	375
MSR (SY)	252
Streets Paved (SY)	9,942
Bulk Pickup to Waste Management	3 loads
Bulk Pickup to Green Waste	1 load
Snow and Ice Control	2 weeks

Stormwater Maintenance  
Fiscal Year 02/2021 Report

Job	Total
Street Sweeping (miles)	75
Curb Poured (LF)	790
Curb Formed ( LF)	1400
Dig out Curb and Gutter (LF)	720
Grout (YDS)	3
Lay agg base (loads)	19
Snow and Ice Control	2 weeks

Traffic Division Maintenance  
Monthly Report 02/2021

Job	Monthly Total
Maintenance (Hours)	100
Stanby calls (Hours)	11
Installed LED Lights (Hours)	61
Signs Repaired, Replaced, Cleaned, Straightened	203
Test/ Replace Conflict monitors	70
Replace LCD Monitor	4
Put out message board (Hours)	15.5
Upgrade intersection	4
New Signs Installed	35
Signs Fabricated	101
Line Locates	32
Signs entered into the printer to print	101
Fabricate Mast arm Signs	4
Set out barricades	8

## 2. GENERAL CORRESPONDENCE / NOTIFICATION



### 3. SPECIAL EVENTS / ACTIVITIES

