

City of Norman



Monthly Departmental Report

January 2023

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT

January 2023

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	6	89	2	14
Bus Service	0	0	0	0
CDBG	0	5	2	9
City Clerk	65	611	1	18
City Manager/Mayor	2	44	3	44
City Wide Garage Sale	0	0	0	0
Code Enforcement	21	321	3	26
Finance	16	48	0	0
Fire/Civil Defense	1	23	0	2
Human Resources	6	64	0	0
I.T.	11	52	1	2
Legal	8	44	0	6
Line Maintenance	42	161	2	11
Municipal Court	3	24	0	1
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	18	132	4	17
Permits/Inspections	40	288	1	4
Planning	18	85	0	2
Police/Parking	20	189	9	78
Public Works	24	125	1	9
Recycling	0	0	0	1
Sanitation	52	371	2	11
Sidewalks	0	0	0	4
Storm Debris	0	0	0	0
Storm Water	10	79	2	23
Streets	32	218	1	23
Streets Lights	0	0	20	48
Traffic	29	181	0	10
Utilities	88	550	0	13
WC Questions	0	0	0	0
WC Violations	0	0	0	0
January Total: 566	512	3704	54	376

LICENSES

Ten New licenses and Zero Renewals were issued during the month of January. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	1
Brewer	0	1	Retail Spirits Store	0	1
Coin-Operated Devices	0	3	Retail Wine	0	1
Distiller	0	0	Salvage Yard	0	0
Food	3	28	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	0	4
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	1	6
Kennel	0	1	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	0	8	Special Event	0	3
Medical Marijuana Grower	0	4	Strong Beer & Wine/Winemaker	0	4
Medical Marijuana Processor	3	9	Taxi/Motorbus/Limousine	1	2
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	0	3	Temp Food (one day)	0	7
Mixed Beverage/Caterer	0	5	Temp Food (30 day)	0	5
Pawnbroker	0	0	Temp Food (180 day)	2	13
Pedicab	0	3	Transient Amusement	0	0
YTD License Total: 112	6	65		4	47

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
A Driver For You, LLC	610 Villa Dr.	Taxi Cab/Limo/Motorbus
Five Guys Burgers and Fries	1401 24 th Avenue NW	Food
Pizza Hut #3149	901 12 th Avenue NE	Food
405 Nutrition	133 24 th Avenue NW	Food
Pressure Extracts	4210 Classen Cir 120	Medical Marijuana Processor
Tokies Enterprises, LLC	4216 Classen Cir 100	Medical Marijuana Processor
Trifecta Farms	3420 N. Porter Ave	Medical Marijuana Processor

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction		

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
The Golden Burrito		
The Golden Burrito		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
01/12/23	Summit Lakes POA	Alleges that during the installation of a new traffic light at Summit Lakes Blvd and Alameda on September 8 th , 2022 City Workers cut the power line to their entrance lights. Summit Lakes installed 4 solar sconces to provide lighting to entrance.	\$1,700.00
01/12/23	Tracy Strunk	Alleges that while mowing the south side of Indian Hills Road on August 12 th 2022, City workers moved into eastbound lane and the mower threw a large amount of clumped grass and a large piece of barbed wire into her vehicle, causing damages.	\$5,725.08
01/17/23	Selena Wells	Alleges that while tarring the streets in her neighborhood on January 10 th & 11 th 2023 at 1409 Deer Chase Dr. City workers failed to put cones up and waived her through the freshly tarred area causing damage to her tires. On January 13, 2023, she took her vehicle to the tire shop due to the car shaking. They informed her that the problem was the tar from the road was imbedded in her tires and they were unable to remove it from 3 tires. One tire was replaced at no charge requesting reimbursement of other 2 tires for \$658.97.	\$658.97
01/27/23	Stephanie Winters	Alleges that Norman Police department falsely arrested her on January 30 th 2022 at 1919 Beaumont Dr. Apt F. That she was subjected to negligence and excessive intentional force, resulting in severe bodily injury and pain & suffering. She alleges permanent injury due to their actions.	\$175,000.00

STUDY SESSION

On January 03, 2023, the City Council met in Study Session and they were updated on Micro Transit Study. Additionally, discussed the Recodification Process.

On January 17, 2023, the City Council met in Study Session to discuss the Bridge Maintenance Program. Additionally, discussed Building Code Updates and the purchase of property located at the N.E. corner of Imhoff Road and Oakhurst Avenue to be used for Affordable Housing.

FINANCE COMMITTEE

On January 19, 2023, the Finance Committee met to discuss Monthly Revenue and Expenditure reports. Additionally, discussed the Mid-Year Budget Review.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On January 09, 2023, the Business and Community Affairs Committee met with Dan Schemm, Visit Norman, who presented a proposal to increase the City's Guest Tax. Continued discussions for additional funding for Holiday Lighting.

COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On January 26, 2023, the Community Planning & Transportation Committee met and discussed the Public Transit Report. Additionally, discussed Citywide Park Improvements.

OVERSIGHT COMMITTEE

On January 12, 2023, the Oversight Committee met and discussed the City's role in reproductive health privacy matters. Additionally, discussed the overview of pending litigation against the City of Norman and no update was provided on Warming Shelter at this time.

CITY MANAGER 2

NORMAN FORWARD 2A

December 2022 was the last monthly report submitted by ADG under the existing agreement.

CITY OF NORMAN

Department of Finance
Monthly Report – January 2023

Statistics on outputs from the various divisions of the Department of Finance (DOF) are presented on the following pages. Major projects which were completed or initiated by the DOF in January are discussed below:

Treasury Division:

In the month of January, the Treasury Division processed 41,328 payments in person and over the phone, an increase of 3.9% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 13,504 payments in January, an increase of 5.7% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of January by -1.4%. Revenues from the City's largest single source of revenue, sales tax, are above target by 3.9% for the year to date and 1.0% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 23 Budget To Date	FYE 23 Actual To Date	FYE 22 Actual To Date	FYE 21 Actual To Date
Sales Tax Revenue	\$31,556,992	\$32,776,086	\$32,457,254	\$26,208,437
General Fund Revenue	\$58,737,993	\$57,924,509	\$55,202,900	\$57,048,719
General Fund Expenses	\$57,997,832	\$54,495,068	\$47,675,660	\$52,684,316

Administration Division

	FYE 23		FYE 22	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	192.00	1,800.00	320.00	2,400.00
Total Comp Time Available	5.25	19.00	8.50	62.25
Total Overtime Hours	0.00	0.00	0.00	0.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	197.25	1,819.00	328.50	2,462.75
Benefit Hours Taken	56.00	301.75	124.25	442.00
TOTAL ACCOUNTABLE STAFF HOURS	141.25	1,517.25	204.25	2,020.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 23		FYE 22	
	January	YTD	January	YTD
Total Regular Hours Available	1,120.00	8,400.00	1,128.00	7,592.00
Total Comp Time Available	2.00	18.00	0.50	27.00
Total Overtime Hours	17.75	66.00	12.25	124.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,139.75	 8,484.00	 1,140.75	 7,743.75
Benefit Hours Taken	264.75	1,492.75	362.75	1,319.25
 TOTAL ACCOUNTABLE STAFF HOURS	 875.00	 6,991.25	 778.00	 6,424.50
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 23 December	FYE 23 January	Plus/Minus
Total Revenue Received (\$)	\$4,835,733	\$4,564,594	(\$271,139)
Utility Payments - Office (#)	39,765	41,328	1,563
Utility Payments - Office (\$)	\$4,539,009	\$4,248,732	(\$290,277)
Paymentus (#)	12,774	13,504	730
Paymentus (\$)	\$1,224,651	\$1,299,989	\$75,338
Lockbox (#)	9,980	10,239	259
Lockbox (\$)	\$1,347,676	\$1,237,862	(\$109,814)
E-Lockbox (#)	3,731	3,636	-95
E-Lockbox (\$)	293,176	308,794	\$15,618
Bank Draft Payments (#)	11230	11230	-
Bank Draft Payments (\$)	\$1,107,134	\$1,023,147	(\$83,987)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	73	115	42
Processed Return Checks (\$)	(\$73,733)	(\$40,749)	\$32,984
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	224,570	95,756	(\$128,814)
Municipal Court - Fines/Bonds (\$)	89,426	128,365	\$38,939
Municipal Court - Credit Card (#)	216	273	57
Municipal Court - Credit Card (\$)	45,727	65,393	19,666
Building Permits Cash Report (\$)	253,967	180,709	(\$73,258)
Building Permits Credit Card (#)	275	307	32
Building Permits Credit Card (\$)	\$145,745	\$155,836	\$10,091
Occupational License - Bldg Insp. (\$)	\$1,686	\$2,910	\$1,224
Occupational License - Bldg Insp. CC (#)	15	24	9
Occupational License - Bldg Insp. CC (\$)	\$1,636	\$2,440	\$804
Business License - City Clerk (\$)	5,555	3,468	(\$2,087)
Accounts Receivable Billed (\$)	\$316,299	\$57,205	(\$259,094)

Budget Services Division

	FYE 23		FYE 22	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,400.00	320.00	2,399.50
Total Comp Time Available	0.00	1.25	0.00	6.00
Total Overtime Hours	0.50	1.75	0.00	0.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.50	2,403.00	320.00	2,406.00
Benefit Hours Taken	201.00	448.25	128.25	440.25
TOTAL ACCOUNTABLE STAFF HOURS	119.50	1,954.75	191.75	1,965.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 23		FYE 22	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	6,000.00	800.00	5,568.25
Total Comp Time Available	0.00	16.25	8.50	83.00
Total Overtime Hours	54.50	320.25	43.00	285.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	854.50	6,336.50	851.50	5,936.25
Benefit Hours Taken	256.00	1,404.00	170.50	926.25
TOTAL ACCOUNTABLE STAFF HOURS	598.50	4,932.50	681.00	5,010.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 23		FYE 22	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	8,400.00	2,320.00	17,808.00
Total Comp Time Available	2.50	58.95	18.00	191.25
Total Overtime Hours	90.75	440.25	150.00	720.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,213.25	8,899.20	2,488.00	18,719.50
Benefit Hours Taken	293.00	1,520.75	694.50	3,172.75
TOTAL ACCOUNTABLE STAFF HOURS	920.25	7,378.45	1,793.50	15,546.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments - FYE 2023

	Dec '22	Jan '23
Mail Payments - Lockbox	9,980	10,239
Mail Payments - E-Lockbox	3,731	3,636
Mail Payments - Office	92	246
Total Mail Payments - Subtotal	13,803	14,121
Night Deposits	153	218
Paymentus Payments	12,774	13,504
Without assistance paymnts - Subtotal	12,927	13,722
Office Payments	2,266	2,199
With assistance payments - Subtotal	2,266	2,199
Total Payments Processed - Subtotal	28,996	30,042
Bank Draft (ACH) Payments	11230	11230
Total Payments (Utility)	40,226	41,272
Total Payments	57,992	60,084

Traffic Counter at Drive-up Facility

Night Drop *	Counter is broken	
8-5 Drive-up Window Customers *	Counter is broken	
Total Traffic Counter	0	0

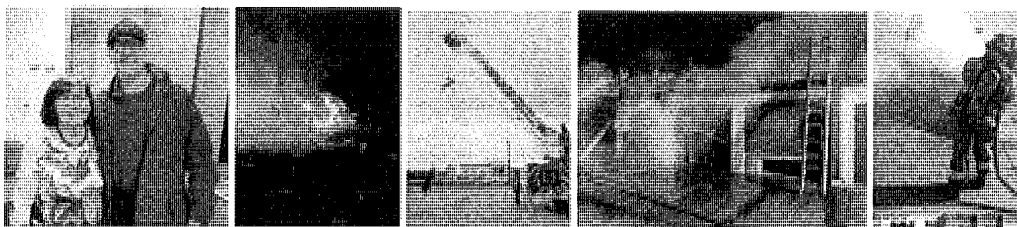
* These figures are included in the above Total Customer Contact Payments.

Utility Division Activity Report - FYE 2023

	FYE 23		FYE 22	
		YTD		YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,729	311,459	45,098	307,059
New Deposit Ons Billed	545	5,318	601	5,283
Final Accounts Billed	700	4,798	576	4,339
TOTAL METERS READ	45,974	321,575	46,275	316,681

FIRE DEPARTMENT

4



NFD Monthly Progress Report

January 2023

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	25	1.61%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	922	59.48%
4 - Hazardous Conditions (No Fire)	15	0.97%
5 - Service Call	167	10.77%
6 - Good Intent Call	339	21.87%
7 - False Alarm & False Call	70	4.52%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.13%
Incomplete Reports	10	0.65%
Total Incident Count (Unique Calls)	1550	100.00%
Number of Total Unit Responses	2088	

Total Fire Loss \$54,700.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	321	294	0:04:54
Station #2	198	354	0:05:54
Station #3	243	312	0:05:12
Station #4	206	301	0:05:01
Station #5	64	619	0:10:19
Station #6	58	559	0:09:19
Station #7	132	333	0:05:33
Station #8	123	357	0:05:57
Station #9	202	360	0:06:00

Community Outreach

Tours and Special Events	2	January was a slow month for tours.
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Burn Permits

Burn Permits Issued	87	Conditions were favorable for burning 9 days in January
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Training

Total Personnel Training Hours	2544	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

January 2023

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD3*	16	3	1	1	1	1	2	3	2	2
Chief 301	13	3	1	1	2			5	1	
Chief 302	15	2	3		1			4	4	1
Chief 303	29	8	1	6	5			2	4	3
Chief 304	5	1		1				3		
Chief 401	17	1		3		1	4	5		3
Chief 402	15	2	1			4	2	1	1	4
Chief 403	20	4		2	1	2	4	2	1	4
Chief 404	3					2			1	
Engine 1	327	299	4	7		1	1	8	1	6
Brush 1	5	5								
Ladder 1	43	27	1	3	1			5	3	3
Engine 2	209	2	192	2	7			3	3	
Brush 2	11		9		2					
Ladder 2	23	3	6	3	1			5	3	2
Engine 3	258	7		241		1	4	2		3
Brush 3	5	1		1			2			1
Engine 4	221		6	1	204			3	7	
Brush 4	7		3		2				2	
Tanker 4	2				1				1	
Engine 5	36					29	7			
Brush 5	74			1		66	7			
Engine 6	27	1		1		6	19			
Brush 6	67	1		1		8	57			
Rescue 7	2	1						1		
Squad 7	175	14	2	9	5			129	8	8
Brush 7	2	1								1
Engine 8	131	1			1			9	120	
Brush 8	4	1							3	
Tanker 8	4	1				1	2			
Engine 9	223	3		7		4	8	2		199
Brush 9	9	1				2	3			3
Tanker 9	13					5	7			1
HAZMAT	1	1								
EM1*	21	3	1	3	1	1	3	4	3	2
EMS1*	9	1				1		1	1	5
Fire Marshal 1	6	1	3	1				1		
Fire Marshal 2	3			1	1		1			
Fire Marshal 3	15	3	1	3		1	1	4	2	
Fire Marshal 4	9	1	1		1	1	1	1	3	
Fire Marshal 5	13	1	2	2	2	1	1	1	1	2
	2088	404	238	301	239	138	136	204	175	253

*EM1, EMS1 and NFD3 are "notified" of certain calls. They may or may not actually go on scene.

January 2023 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	38 unit hours	Target Solutions, EMT and Paramedic Components
Inspections/Re-Inspections	80 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks
Smoke Detectors	6	Check/Install Smoke Detectors/Replace Batteries
Investigations	17	8 Closed, 6 Complete, 3 Pending
Investigative Activities	78 hours	Fire Scene Investigation, reports, OSBI, interviews/Interrogation
Department Meetings	24 (35 hours)	Shift Change Meetings, Staff Meeting
Station & Equipment Maintenance	35 hours	Daily checks, supplies replenishing, iPad issues, cleaning & organization
Public Service/Education & Special Events	21 hours	Chili Supper, CO check and detector install, Community Risk Reduction.

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Plan Reviews	15	85
Inspections/Re-inspections	27	40
Meetings	7	10
Training	4	6
Communication	N/A	20
Totals		161

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

January 2023

Regular Monthly Scheduled Activities	Unless otherwise noted all meetings are held at the Norman Fire Training Center 2207 Goddard Ave, Norman, OK
Each morning at 7:00 am, a silent test of the outdoor warning system is conducted	The test provides an operational snapshot of the status of the system. This information provides information if a unit needs maintenance and if it is operating properly
Each Monday morning at 10:00 am, the National Weather Service conducts a video call regarding the upcoming weekly weather.	This call has the option for video participation and telephone call in. It is primarily for the Emergency Management of jurisdictions, school, State offices involved in EM, Tribes and other entities tasked with severe weather operations. It is not intended for the general public nor is this just a weather forecast. This time allows for interaction with the NWS about concerns that directly affect the local jurisdiction so they may better prepare for incoming weather.
Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club (SCARS, www.w5nor.org) at the Fire Training Center (South Canadian Amateur Radio Society)	The club mentors other HAMS, works on projects and equipment, provides general support to the City and Public on Amateur operations
Each Wednesday Morning 9:15 am	Radio test with State Emergency Management. This tests the local and statewide capability for voice communication to the State office and to other jurisdictions.
Each first Thursday evening of the month is amateur radio testing night at 6:00 pm	Open to the public, the club provides the opportunity for the community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing. Effective date is TBD

Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance. Residents can assist by “Adopting a Pole” and reporting the siren status they adopt at the website www.w5nor.org	Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.
Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps	The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.
Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross	Meetings are conducted at the Fire Training Center and usually held on an as needed basis.
Local Emergency Preparedness Committee	Meets quarterly (normally at the Norman Regional hospital on Porter) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information

Other Emergency Management Activities	
Amateur Radio Winter Field Day 28-29 January	Field Day provides a means for testing and operating for a 24 hour period utilizing non-standard means of communication. In the event of a disaster, maintaining communications is essential to response and recovery. Establishing a reliable communication network post disaster represents resiliency in a community. The club established contacts world wide.
Local Response	
Red Cross Coordination for burn-outs. January had one home requiring coordination.	With the robust reorganization in the Red Cross and the turmoil of having a in home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
Youth Camp	
Planning of the 2023 Youth Preparedness Camps are underway. The first State sponsored Day Camp will be held at the NSU Broken Arrow Campus in June 2023. A full camp will be held at the Murray State College Campus in Tishomingo. Youth preparedness is growing and participation and support has been phenomenal.	In 2019, the first youth preparedness camp was held at NSU in Tahlequah. Since then additional camps have been planned, both locally administered and state supported. This program trains students in two primary areas. 1: The Citizens Emergency Response Training program and 2: A course of Community Preparedness Training. Students and staff were housed in the dorms and logistic support was provided by NSU emergency Management. The course is very robust and kept the students and staff highly engaged in training and learning hands on skills critical in disaster operations. The FEMA Region 6 representative indicated the camp are ran very professionally and Oklahoma is a leader in this field. These camps are nationally recognized by Bill Bischof, FEMA Region 6, National Preparedness Division
Additional Youth Camps are planned, one being	Norman EM is the Operations planner for

at NSU in Broken Arrow planned for June 22. This will be the first day camp organized. Another camp is being planned at Murray State College with dates TBD.	the Oklahoma Youth Council Preparedness Camps. Oklahoma is a leader FEMA Region 6 in promoting and implementing youth preparedness
The Norman Art Walk conducted each second Friday contacted the EM Division for support of a cooling station.	Norman Emergency Response Volunteers provide community outreach, medical first aid and comfort stations on request.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333 in collaboration with the Cleveland County Health Department. During 2023 the Unit has applied for and received an extension with an increase of \$26,500 for the RISE Grant. This grant has supported purchasing of equipment, supported an internship program with the OU School of Social Work and paid for a temporary staff to assist in the Medical Reserve CORPS administrative activities. The offer to extend the grant and receive an additional \$26,000 and that application is in process. Approval of the extension was received and in process. Also the annual Operational Readiness Grant is available and an application for \$10,000 was submitted	The Emergency Management Coordinator met with the State Coordinator and the Cleveland County Local Response Coordinator (LRC) to discuss the reorganization of the health departments and the management of the MRC Unit. Cleveland County is now assigned to take care of solely Cleveland County. Previously they supported 5 counties. The reassignment identifies the health department as Region 10, Cleveland County. This will assist in the collaboration of the MRC unit and will continue to enhance the Norman Emergency Volunteer response.
Emergency Management assisted with the Public Works Accreditation renewal	The APWA relies heavily on the processes in place of emergency management for accreditation.
Disaster Reimbursement Status	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
Disaster DR-4222 2015	Federal portion paid, State portion of \$91,808.32 is pending
Mitigation Grant Status	
Many Divisions are applying for mitigation	Norman EM has the role of oversight in

funds for various projects	the Mitigation grant efforts of the city and will continue to support applications
Severe Weather Issues	
National Weather Service Storm Spotter Training	NWS Norman Spotter Schedule (weather.gov)
Severe Weather Response Extreme cold weather	During the Christmas Holiday we experienced extreme cold weather that involved temperatures as low as -25 with winds 45-50 mph. Several motels lost power and plans were made to relocate to Irving Community center in the event power was not restored. Power did come back on and no relocations occurred. Food and Shelter for Friends provided additional bed space for over fill. Staffing limitations prevented Salvation Army from increasing their services. Red Cross is now solely in a support role and will support a City managed shelter but not initiate one on their own.

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
January 2023

ADMINISTRATION

Administrative Support

- Processed Monthly Department Report
- Begin coordinating Tenured Employees list for Service Awards
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
- Reconciled petty cash
- Labor Relations:
 - Union meetings expected to resume February 2023.

BENEFITS

- New Hire Orientation
 - Presenting CoN benefits to newly hired employees and rehires
 - Medical, Dental, Vision, Flexible Spending, Deferred Comp
 - Building Benefit packets
 - Answering question about coverage
- Enrolling New Hires
 - Enrolling into HR Munis system
 - Benefit coverages
 - Dependents data
 - Beneficiaries
 - AFSME dues
 - Website Carrier employee enrollments
 - Meritain
 - VSP
- Weekly implementation Zoom meetings with the following carriers and our broker:
 - Health Equity
 - Benefit Wallet
 - Blue Cross Blue Shield
 - The Standard
 - Allstate
 - Met Life
 - Delta Dental
 - Transamerica
 - OptumRx
 - Work with HR Director
 - Discussing employee data/coverage file transfers
 - Direct billing process
 - COBRA billing and process
 - Reviewing Administrative change/Takeover letter
 - Reviewing employee insurance card mockups for approval

- Working closely with Mindy Aynes (payroll clerk)
 - Deduction setup
 - Benefit questions
 - Requesting deduction refunds
- Zoom call and email correspondence with BMI (dependent) auditors
- Benefit Terminations (Upon employee terminating from CoN)
 - End dating Munis benefit deductions
 - Terming Meritain and VSP coverage
- Fielding employee calls/emails (round about 300+) referencing claims/health/deferred comp/dental/wellness concerns/basic & supplemental life/vision
 - Newborns - Marriage – Death – Loss or Gain of Coverage
- Fielding questions from 40 retirees with information regarding 2023 benefit inquiries via in person/emails/phone calls
 - Collecting and disseminating COBRA/retiree elections to the carriers
 - Reviewing and approving the welcome kit to be mailed to COBRA/retiree participants

PERSONNEL ACTIONS

New Hires – 29

Dept./Div.	Position	Number of Employees
Finance/Admin	Administrative Technician IV	1
Human Resources/Admin	Human Resources Administrator	1
Municipal Court	Municipal Court Officer	1
Parks & Rec/Park Maint.	Administrative Technician III	1
Parks & Rec/Golf	Golf Operations Manager	1
Parks & Rec/Golf	Golf Course Attendant	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Recreation	Recreation Leader I-Irving	1
Police/Emergency Comm.	Communication Officer	1
Police/Patrol	Police Officer	9
Police/Staff Services	Victim's Advocate	1
Planning & Community Dev.	Planner I	1
Public Works/Admin	Management Analyst	1
Public Works/Fleet	EVT Mechanic II	1
Public Works/Streets	Maintenance Worker I	1
Public Works/Stormwater	Stormwater Compliance Inspector	1
Public Works/Traffic	Traffic Signal Technician	1
Utilities/Meter Services	Meter Reader	2
Utilities/Sanitation	Sanitation Worker I	1
Utilities/Water Treatment Plant	Maintenance Worker I	1

Separations – 11

Dept./Div.	Position	Number of Employees
Human Resources/Admin	Human Resources Administrator	1
Human Resources/Admin	Training & Development Manager	1
Police/Emergency Comm.	Communications Officer	1
Police/Patrol	Police Officer	1
Police/Patrol	Sergeant	1
Police/Staff Services	Public Information Officer	1
Public Works/Admin	Management Analyst	1
Public Works/Engineering	City Surveyor	1
Public Works/Fleet	Mechanic I	1
Public Works/Traffic	Traffic Signal Technician	1
Utilities/Sanitation	Utility Collection Worker I	1

Promotions – 2

Dept./Div.	Position	Number of Employees
Public Works/Admin	Management Analyst	1
Utilities/Sewer Line Maintenance	HEO	1

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Manager's Office	Chief Diversity and Equity Officer
Human Resources	Training and Development Manager
Information Technology	Network and Infrastructure Engineer
Municipal Court	Municipal Court Officer
Parks & Recreation/Recreation-Irving, 12 th , Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Irving, 12 th , Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Little Axe	Recreation Leader I (PPT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Tennis Center	Temporary Laborer (PT)
Planning and Community Development	Long Range Planner
Police	Police Officer
Police/Animal Welfare	Animal Welfare Technician
Police/Animal Welfare	Pet Adoption Coordinator
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Staff Services	Parking Service Officer (PPT)
Police/Staff Services	Police Records Clerk
Public Works/Admin	Management Analyst
Public Works/Fleet	Mechanic I
Public Works/Stormwater	Admin Tech III
Public Works/Streets	Maintenance Worker I

Utilities/Meter Services	Meter Reader
Utilities/Sanitation	Sanitation Worker I
Utilities/Sewer Line Maintenance	Utility Collection Worker I
Utilities/Water Line Maintenance	Utility Distribution Worker I

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	220	Written Exams	3
Phone	380	Practical Testing/Assess. Center	0
Mail	220	Panel Board Interviews	12
Email	199	Promotions	2
Total Subscribers on E-mail Vacancy List	1,338	Oral Interviews	3
Total Page Views for HR Website	5,772	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Reference Investigations	10	Advertisements Placed	11
Pre-Employment Drug Screens	11	Applications Received	218
Pre-Employment Physicals	11	Job Announcements Emailed	45
Pre-Employment Criminal Backgrounds	55	Job Announcement to CON Depts.	225

TRAINING AND DEVELOPMENT

- Conducted training for four (4) new employees on the topics of Understanding, Responding to and Preventing Workplace Harassment, ADA, Workplace Violence, City of Norman Code of Ethics and Code of Conduct, Customer Service Give em the Pickle, Computer Networks and Communications Policy, and Social Media Policy.
- Provided Commercial Driver's License (CDLB) Behind-the-Wheel training and testing program conducted by Moore Norman Technology Center, Workforce Development for six employees in Fleet and Park Maintenance Divisions and CDLA Theory/Knowledge and Behind-the-Wheel training and testing for two employees in the Line Maintenance Division.
- The Computer Training Lab was the site for Information Technology ERP weekly meetings, Structured Query Language (SQL) training for IT staff, Employee Resource Groups Technical Enrichment Series Microsoft Intermediate Excel training for 16 employees.

SAFETY

- Safety material documents were sent to divisions each week
- Conducted two (2) Fitness for Duty meetings for Fire and Stormwater
- Conducted twenty-four (24) new employee orientations
- Safety meetings were held covering Lock-Out-Tag-Out procedures
- Conducted Reasonable Suspicion training for seventy-six (76) employees
- Certified twelve (12) employees in Forklift safety

Recordable Injuries – 10

Dept./Division	Nature of the Injury	Activity	Prognosis
Fire/Suppression	Left abdomen strain	Strained left side lifting patient	Work restrictions
Fire/Cadet	Right leg strain	Strained knee during PT at Fire Academy	Work restrictions
Fire/Suppression	Right calf strain	Strained calf playing pickle ball	Work restrictions
Police/Cadet	Left knee strain	Strained knee while running during PT	Work restrictions
Police/Patrol	Strained left foot	Was walking downstairs and missed the first step causing left ankle to be strained	Off work
Police/Patrol	Concussion	Hit head after falling backwards	Work restrictions
Police/Cadet	Left shoulder strain	Injured shoulder while rolling during defensive tactics	Work restrictions
Police/Cadet	Right shoulder/knee strain	Strained both areas during defensive tactics training	Work restrictions
Police/Cadet	Right shoulder strain	Felt sharp pain in shoulder while in the push-up position	Work restrictions
Parks & Rec./ Recreation	Right ankle fracture	Fractured ankle rounding 2 nd base playing kick ball	Off work

Recordable Injuries per calendar year. CY 2021 is current year to date:

2023	2022	2021	2020	2019	2018
10	60	64	57	65	71

Vehicle Collisions: 1

Division	Description of Collision	Status
Water Line Maintenance	Driver was backing from parking space and hit another vehicle entering the parking lot causing minor damage to both vehicles	"At Fault"

Current number of "at fault" Vehicle Collisions per fiscal year:

2023	2022	2021	2020	2019	2018
4	3	10	3	8	5

CITY OF NORMAN

Information Technology Department
Monthly Report – January 2023.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance. Munis for HR Module is being updated. CityView for Planning and Permits began May 2021 and will continue into 2023.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	Ongoing: New core switching is implemented and speed enhanced at main campus. IT Network staff are in implementation and testing of networking and security appliances, as well as virtual upgrades. This includes expansion of equipment for new buildings.

Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing – taken over by Utilities Admin.
Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilites Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in FYE23
New Building construction/renovation support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Progress – Sanitation, Line Maintenance, Sr. Center, YFAC, EOC, Development Center, Municipal Court, HR/IT Building, Bus Station, Building Maint.
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Planning – to be complete by end of FYE23.
IT Security training efforts for all network and email users at the City of Norman.	Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who uses the network and email.	Ongoing

Endpoint Security Review	Review current endpoint security appliances and software and make upgrades as necessary.	In Progress
Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Progress
Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	In Progress
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Planning

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of January 2023. This high amount is because of various departmental moves to the Development Center and the IT Department assisting in connections and configuration.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 15 emails from the groups shown were sent from city servers using city resources – of those 24,930 were delivered to outside mailboxes for the month of January 2023. The city servers generated mass communications to Norman citizens of 24,930 messages from only 15 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 271,871 attempted incoming and 108,947 outgoing messages for the month of January 2023. Incoming messages totaling 100,575 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 1/3 of our inbound mail. This percentage continues to be the norm for malicious email/spam however, our security efforts are beginning to reduce this number. The IT Department has made the decision to block inbound traffic from countries with known malicious attackers that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

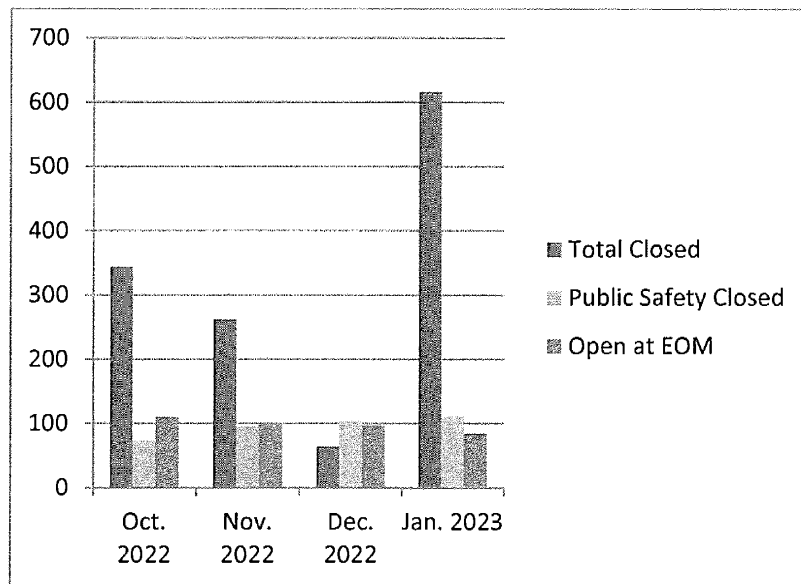
The City of Norman's web site is hosted, updated and maintained by the IT Department. In the month of January 2023, the City of Norman's web site had 94,663 individual web sessions access the web site for 195,005 total page views. Of those sessions, 54,070 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the path that we have followed through our ERP Implementation Project. The project began in January of 2018 and is expected to run through FYE23. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), Finance software (Munis), Utility Billing software (CIS Infinity), and Payroll

(Munis). Human Resource Management (HRM), and EAM for Work Orders has been our focus for the Months of July/August 2022. Daily work continues on these systems as well as additional training and configuration on the Utility Billing software. Server installation and configuration for Planning and Community Services (CityView) application began in May of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada). The final phase of our software upgrades, City View, is expected to complete during the latter part of calendar year 23. We will continue to evaluate each of these systems moving forward starting with a review of the HR Systems in FYE23.

Community / Phase	Legacy	2018												2019												2020												2021											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
CityView Implementation Phase																																																	
Parks & Rec: Vermont	Manual																																																
Municipal Court: Tyler Incode	Custom																																																
Phase 1: Financial Management	HTE																																																
Utility Billing: Advanced Utilities	HTE																																																
Phase 2: EAM: Facilities, Line & Asset, Storm water	HTE																																																
Planning and Community Dev: Cityview	HTE																																																
Phase 3: Human Resource Management	HTE																																																
Time & Attendance: IntelliTime	Manual																																																
Website Re-Design	Custom																																																
Phase Months:		0	1	2	3	4	5	6	7	8	9	10	11	0	1	2	3	4	5	6	7	8	9	10	11	0	1	2	3	4	5	6	7	8	9	10	11	0	1	2	3	4	5	6	7	8	9	10	11

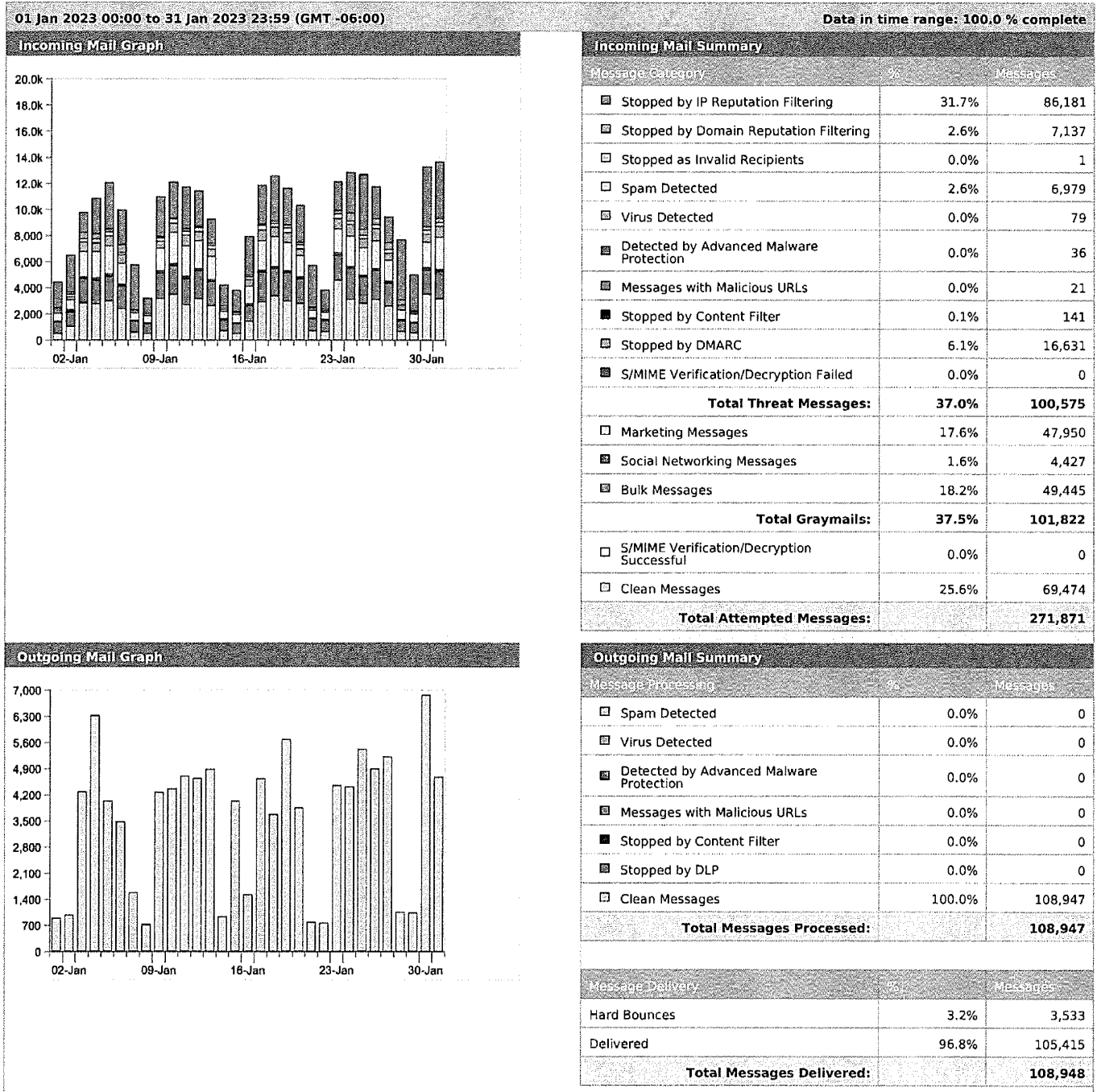
Table 1**Table 2**

January 2023 LIST SERVER REPORT			
<i>Group</i>	<i>Active Members</i>	<i>Mailings</i>	<i>Total Delivered</i>
Affirmative Action Group	15	3	45
Job Posting	1335	3	4005
Norman News	2320	9	20880
Totals	3670	15	24930



Executive Summary

ironport.example.com



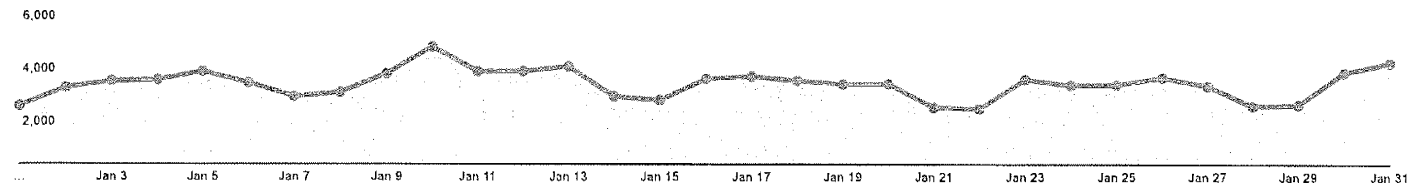
Site Traffic

All Users
100.00% Sessions

Jan 1, 2023 - Jan 31, 2023

Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	94,663 % of Total 100.00% (94,663)	2.06 Avg for View 2.05 (0.00%)	195,005 % of Total 100.00% (195,005)	63,097 % of Total 100.00% (63,097)	54,070 % of Total 100.00% (54,047)	41.67% Avg for View 41.57% (0.00%)	00:01:42 Avg for View 00:01:42 (0.00%)
1. 10	4,461 (4.71%)	1.99	8,874 (4.55%)	3,848 (6.07%)	2,645 (4.89%)	44.05%	00:01:55
2. 31	3,864 (4.08%)	2.13	8,212 (4.21%)	3,371 (5.34%)	2,186 (4.04%)	36.67%	00:01:43
3. 13	3,717 (3.93%)	1.98	7,376 (3.78%)	3,241 (5.13%)	2,119 (3.92%)	45.04%	00:01:45
4. 12	3,535 (3.73%)	2.22	7,851 (4.03%)	3,063 (4.85%)	1,953 (3.61%)	39.01%	00:01:36
5. 05	3,528 (3.73%)	2.03	7,177 (3.68%)	3,087 (4.89%)	2,023 (3.74%)	42.46%	00:01:50
6. 11	3,525 (3.72%)	2.18	7,694 (3.95%)	3,041 (4.82%)	1,890 (3.50%)	40.43%	00:01:36
7. 30	3,490 (3.69%)	2.09	7,306 (3.75%)	3,029 (4.75%)	1,990 (3.68%)	42.03%	00:01:35
8. 09	3,435 (3.63%)	2.14	7,354 (3.77%)	2,947 (4.66%)	1,939 (3.59%)	39.10%	00:01:45
9. 17	3,341 (3.53%)	2.10	7,029 (3.60%)	2,830 (4.48%)	1,774 (3.28%)	38.73%	00:01:48
10. 26	3,301 (3.49%)	2.04	6,727 (3.45%)	2,916 (4.62%)	1,913 (3.54%)	44.23%	00:01:39

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
January 2023 Report
(Submitted February 10, 2023)

MONTHLY HIGHLIGHTS:

Shaw, Austin, et al. v. City of Norman, Case No. SD-120,666; CJ-2019-1313 (K)

This case arises out of an automobile accident between Plaintiff Austin Shaw and Jimmy Hinson. Hinson fled from an investigative detention and was pursued by a Norman Police Officer. Hinson disregarded a red traffic signal at Porter and Robinson and crashed into three (3) motorist. Shaw was one of the motorist.

She initially sued the City and other in Cleveland County District Court. The case was dismissed for failure to prosecute. It was refiled in federal court. *See* Shaw, Austin, et al. v. City of Norman, et al., CIV-21-1124-J (WDOK 2021). The federal district court dismissed Shaw's federal claims with prejudice and his state claim without prejudice. Shaw appealed the federal district court's decision to the Tenth Circuit Court of Appeals. *See* Shaw, Austin, et al. v. City of Norman, et al., 22-6106 (10th Cir. 2022). This case is set for oral argument on March 21, 2023.

Shaw refiled his state law claim in Cleveland County District Court. The case was dismissed because the Oklahoma Saving Statute, 12 O.S. § 100, only allows one refiling when a case fails in such action otherwise than upon the merits. Shaw's filing in federal court counts as Shaw's refiling under § 100.

On January 30, 2023, the Oklahoma Court of Civil Appeals affirmed the district court's order dismissing Shaw's claim. Shaw has twenty days to file a petition for rehearing or a petition for certiorari. This case will remain on the Monthly Report until Shaw exhausts his appeal rights.

Hunter Miller Family v. City of Norman, CV-2022-683 TB

This case was filed on February 28, 2022. It arise out of Council's decision denying a Land Use and Transportation Plan amendment for lots on northeast corner of Berry Road and Lindsey Street. On January 26, 2023, the Plaintiff dismissed this case without prejudice. Consequently, this case will no longer appear on the Monthly Report.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

Harmon et al. v. City of Norman et al., CIV-18-0688; 18-6187; 22-6019 (K)

Shaw, Austin, et al. v. City of Norman, et al., CIV-21-1124-J; 22-6106 (10th Cir. 2022) (K)

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, Case No. 05-MD-01720 (JG)(JO) (K)

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

Smith v. City of Norman, CIV-22-1002 (K)

Thompson v. City of Norman, et al., CJ-2019-71; CIV-19-13 (K)

Jason R. Dollarhide v. Dennis Dickens, Oklahoma Highway Patrol, et al., CIV-2022-642 (K)

This case was filed on August 2, 2022, and served on the City of Norman defendants on January 25, 2023. It arises out of Mr. Dollarhide's arrest for assault and battery on a police officer and obstructing an officer. See State v. Dollarhide, Case No. 2021-1404 (Clev. Co. 2021).

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Henderson, et al. v. City of Norman, et al., Case No. DF-120316; CJ-201

Shaw, Austin, et al. v. City of Norman, Case No. SD-120,666; CJ-2019-1313 (K)

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

Armstrong v. City of Norman, CJ-2012-1638 (K)

City v. Haddock, CV-2010-357 TS (K, S)

City v. IAFF, CV-2011-48 L; DF-109447 (K)

City v. Komiske, Cobblestone Creek Management Company, et al., CV-2012-748 (K, W)

City of Norman v. Aaron Stachmus and Bryson Anglin, CJ-2021-445 (S)

City of Norman v. Aaron Stachmus and Bryson Anglin, CJ-2022-424 (S)

City of Norman v. Aaron Stachmus and Bryson Anglin, CJ-2022-647 (S)

Kevin Easley v. City of Norman, CV-2022-2830

Etter v. City of Norman, CJ-2021-731 (K)

FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)

FOP v. City of Norman, CV-2011-876 L (K)

Martin Flores v. City of Norman & John Doe, CJ-2021-1051

Caleb Fulton v. Loyal Reich, Reich Dozer Services, LLC, City of Norman, Board of County Commissioners of Cleveland County, State of Oklahoma, CJ-2020-797 (K)

Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)

Jaclyn Jacobs v. City of Norman, CJ-2022-794 (K)

City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)

City v. Lonnie Hodges, CV-2020-2922

The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)

McCarver v. City of Norman, CJ-2013-128 TS (K)

Hunter Miller Family v. City of Norman, CV-2022-683 (K)

Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)

Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)

Walling v. Norman Regional Health System, et al., CJ-2014-874 (K)

West Lindsey Center Investors, LLC. v. City of Norman, Sherwood Construction Co., Inc. and Atkins North America, Inc., CJ-2022-693 (K)

B. Condemnation Proceedings

City of Norman v. Chastain Oil Company, a Corporation, et al., CV-2015-677 (M)

City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)

City of Norman v. Tietz Revocable Trust, et al., CJ-2013-775 (M)

City of Norman v Apex Properties, LLC, et al., CJ-2021-221 (M)

City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M). At a hearing on February 6, 2023, the City's Motion for Temporary Stay of Proceedings was denied, the Court ordered commissioner award funds disbursed to the Defendant, and the matter was set for a September 2023 jury trial on the amount of just compensation awarded.

City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M). At a hearing on February 6, 2023, the City's Motion for Temporary Stay of Proceedings was denied, the Court ordered commissioner award funds disbursed to the Defendant, and the matter was set for a September 2023 jury trial on the amount of just compensation awarded.

City of Norman v. D&J Land, LLC, et al. CJ-2022-251 (M)

C. Lawsuits involving a City claim/interest in Property, Foreclosure Actions, and Applications to Vacate

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)

Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)

Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)

D. Municipal Court Appeals

None

E. Small Claims Court

None

F. Board of Adjustment Appeals

None

LABOR / ADMINISTRATIVE PROCEEDINGS

A. Grievance & Arbitration Proceedings (K)

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)

AFSCME Grievance FYE 21-05 – (Brooks & Stephens)

AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
AFSCME Grievance FYE 23-06 – (Malia Adams – Discipline)

AFSCME Grievance FYE 23-07 – (Lewis/Lucas – Overtime Pay)

This grievance arises out of overtime alleged to have been tracked outside of the City’s official time keeping procedures. It has been resolved and will no longer appear on the Monthly Report.

IAFF Grievance FYE 21 – (Carl Shanon Smith – Improper Compensation)

IAFF Grievance FYE 22 – (Source Documents)

IAFF Grievance FYE 22 – (Chris Beirne – Payment of Sick Leave)

IAFF Grievance FYE 22 – (Chris Beirne – Alcohol Testing Procedure)

IAFF Grievance FYE 23 – (Miguel Hernandez – Discipline)

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)

IAFF Grievance FYE 23 – (Russell Vincent – Discipline)

IAFF Grievance FYE 23 – (Kole Wilson – Discipline)

IAFF Grievance FYE 23 – (Policy Implementation Grievance)

IAFF Grievance FYE 23 – (Carl Shanon Smith Termination/Forced Retirement Grievance)

IAFF Grievance FYE 23 – (Battalion Chief Source Document Grievance)

This grievance was filed on January 31, 2023. It alleges that the Fire Training Officer violated the IAFF Contract when he identified one (1) publication source document for the Battalion Chief promotional process. It also alleges that the City violated the IAFF Contract when it advised candidates for the position of Battalion Chief that the written test will be a take home test.

IAFF Grievance FYE 23 – (Chang in Medical Benefits)

This grievance was filed on January 31, 2023. It alleges that the benefits on Blue Cross Blue Shield’s website are incorrect and that IAFF has not been provided with the Plan Document/Booklet that outlines all medical benefits.

B. Equal Employment Opportunity Commission (EEOC)

None

C. Contested Unemployment Claims (OESC)

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through January 2023. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 21	FYE 22	FYE 23	FYE 21	FYE 22	FYE 23	FYE 21	FYE 22	FYE 23
JULY	545	275	165	23	11	7	16	7	9
AUG	444	236	241	11	9	10	14	5	13
SEPT	520	263	245	10	9	15	13	5	10
OCT	325	269	244	4	12	13	7	6	9
NOV	259	228	205	0	2	10	6	6	6
DEC	279	162	165	6	1	5	7	3	8
JAN	134	185	205	3	9	9	0	6	10
FEB	178	787		1	8		0	8	
MAR	270	282		6	13		5	9	
APR	420	323		6	12		13	10	
MAY	507	582		10	21		13	12	
JUNE	422	268		0	7		11	11	
TOTALS / YTD	4,303	3,860	1,470	80	114	69	105	88	65

WORKERS' COMPENSATION COURT

The total number cases pending as of January 2023 are 21. There was one new workers compensation case received during the month. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 23 CASES	FYE22 CASES	FYE21 CASES	FYE20 CASES
Fire	Suppression	8	5	4	2	2
Fire	Prevention	1		1		
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool			1		
Planning	Development Services					
Police	Animal Welfare	2			2	1
Police	Criminal Investigation	2		1		
Police	Patrol	4	1	4	1	2
Police	Administration	0		2		
Public Works	Street Maintenance	2		1	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Public Works	Traffic Control	1	1			
Utilities	Line Maintenance					1
Utilities	Sanitation					
TOTALS		21	7	14	6	7

List of Pending Cases

Adams, Malia Jessie v. City of Norman, CM-2020-01069 Q
(Police, Animal Welfare, Animal Welfare Officer, R. Hip, Low Back with Radicular Symptoms, Mid-Back Consequential; + Thoracic Spine)

Adams, Malia Jessie v. City of Norman, CM-2021-02000 A
(Police, Animal Welfare, Animal Welfare Officer, R. Ankle, Mid/Low Back)

Amason, Amber v. City of Norman, WCC 2012-12306 K
(Police, Patrol, MPO, Intestinal/Parasite/Infection)

Attaway, Dan v. City of Norman, CM-2022-06389 G
(Fire, Suppression, Fire Captain, R. Knee)

Boxford, Steven Lee v. City of Norman, CM-2022-03698 N
(Police, Patrol, MPO, L. Shoulder, Neck, L. Hand, L. Arm, L. Hip, R. Knee)

Edwards, Brian v. City of Norman, CM-2023-00414 L
(Fire, Suppression, Fire Driver Engineer)

Gourley II, Rickey J. v. City of Norman, CM-2022-06328 E
(Public Works, Traffic Control, Maintenance Worker I, L. Shoulder, L. Arm)

Henderson, Fred L. v. City of Norman, CM-2022-01483 Y
(Fire, Prevention, Fire Marshal, Both Knees)

Hiett, Darin v. City of Norman, CM-01014 Q
(Public Works, Streets, HEO, Neck, R. Shoulder, R. Hand)

Kizzia, Derrald v. City of Norman, WCC 2014-06995 K
(Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)

Lewis, Brian K. V. City of Norman, CM-2022-02245 H
(Fire/Suppression/Fire Driver Engineer, Neck, Back UNS, L Knee, L. Leg)

Mosley, Kent v. City of Norman, CM-2020-00585 X
(Police, Patrol, Sergeant (Mid & Low Back, Radicular Pain Down L. & R. Leg, R. Big Toe, R. & L. Buttocks + Neck, Headaches + Consequential Erectile Dysfunction) + Disfigurement to Stomach)

Newell, Richard v. City of Norman, WCC-2022-15014 H
(Police, Narcotics, Police Sergeant, R. Knee)

Peterman, Kyle M. v. City of Norman, CM-2022-06515 P
(Fire, Suppression, Firefighter Recruit, L. Inside Ear)

Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police, Narcotics, MPO, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)

Smith, Carl Shanon v. City of Norman, CM-23-00163 Q
(Fire, Suppression, Firefighter)

Stamper, Jonathan A. v. City of Norman, CM-2022-03706 J
(Fire, Suppression, Firefighter, Low Back, R Knee)

Tomczak, Carl v. City of Norman, CM-22-07388 P
(Fire, Suppression, Firefighter, L Shoulder, L Upper Arm, L Arm)

Tuschmann, Sean Michael v. City of Norman, CM-2022-04310 H
(Police/Patrol/Lieutenant, L Shoulder, Elbow, Hand)

Wilkins, Levi v. City of Norman, CM-2019-05323 X

(Fire, Suppression, Fire Driver Engineer, BAW, Cancer)
Younts, Jerry Wayne v. City of Norman, CM-2020-06911 F
 (Public Works/Street Maintenance/HEO, L Shoulder, Neck)

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through January 2023.

DEPARTMENT	FYE 23 Month	FYE 23 YTD	FYE 22 YTD	FYE 21	FYE 20
Animal Control		2	2	1	
Finance – IT				1	
Fire			2	1	4
Legal				2	
Other		1	6	11	10
Parks			2	4	6
Planning		1	2		
Police	1	6	8	3	5
Public Works – other		1	2	2	3
Public Works – Stormwater			1		2
Public Works – Engineering				1	2
Public Works – Streets	3	8	10	9	11
Utilities – Water		7	6	11	11
Utilities – Sanitation		3	6	12	12
Utilities – Sewer			4	5	5
TOTAL CLAIMS	4	29	51	63	71

CURRENT CLAIM STATUS	FYE 23 TO DATE	FYE 22	FYE 21	FYE 20
Claims Filed	29	51	63	71
Claims Open and Under Consideration	6	0	0	0
Claims Not Accepted Under Statute/Other	1	3	10	11
Claims Paid Administratively	10	15	11	13
Claims Paid Through Council Approval	1	2	7	14
Claims Resulting in a Lawsuit for FY	0	4	3	1
Claims Barred by Statute (No Further Action Allowed)	1	27	32	32
Claims in Denied Status (Still Subject to Lawsuit)	10	1	0	0

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
JANUARY - FY '23**

CASES FILED

	<u>JANUARY</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	472		2,413	280		2,212
Non-Traffic	183		1,454	173		1,350
SUB TOTAL	655		3,867	453		3,562
Parking	684		4,908	436		3,968
GRAND TOTAL	1,339		8,775	889		7,530

CASES DISPOSED

	<u>JANUARY</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	429		2,350	316		2,745
Non-Traffic	181		1,476	202		1,222
SUB TOTAL	610		3,826	518		3,967
Parking	516		3,836	376		4,916
GRAND TOTAL	1,126		7,662	894		8,883

REVENUE

	<u>JANUARY</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>JANUARY</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	\$ 45,865.82		\$ 262,100.69	\$ 32,954.50		\$ 281,201.41
Non-Traffic	\$ 16,214.72		\$ 133,633.31	\$ 12,672.47		\$ 137,304.72
SUB TOTAL	\$ 62,080.54		\$ 395,734.00	\$ 45,626.97		\$ 418,506.13
Parking	\$ 17,930.00		\$ 140,430.00	\$ 13,726.00		\$ 164,393.26
GRAND TOTAL	\$ 80,010.54		\$ 536,164.00	\$ 59,352.97		\$ 582,899.39

**MUNICIPAL COURT - MONTHLY REPORT
JANUARY 2023**

JUVENILE COMMUNITY SERVICE PROGRAM

Due to a vacancy in program staff, juveniles located and worked community service projects on their own.

MEDIATION PROGRAM

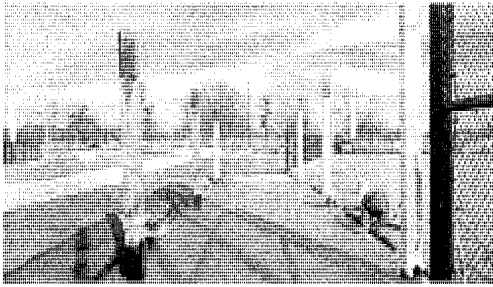
The Early Settlement – Norman Mediation Program accepted 34 new cases and closed 28 cases during the month of January 2023. 4 Mediations were held.

PARKS AND RECREATION 9

Park Development Activities

January 2023

NORMAN FORWARD Reaves Park



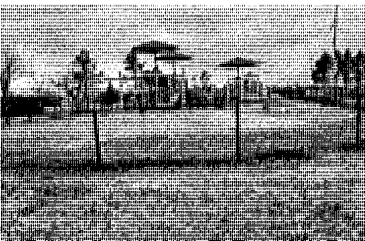
Flintco is working to complete work on the park renovation in the area they still have fenced off from public use at the new T-Ball Fields 4-plex in the south part of the park, where the old Park Maintenance facility was removed. Work continued as weather permitted on the new restroom & concession interior fixtures, along with the new pedestrian walkways, bleacher & dugout shade structures and all remaining fence, landscape and site furnishings. The parking lot along Constitution Street will be the last area to

receive pavement. We toured the site in January with the Norman Optimist Club, who will be the operator of our youth baseball and softball and adult softball programs to discuss any additional work that might be done with the remaining project funds ahead of the spring season. The planned site visit for the finalist for the new public art piece for this project was postponed to February due to bad travel conditions and local weather issues. We expect to choose an artist and have their work done by the end of summer.

Forestry

We are working with a contractor to schedule tree planting in several of the sidewalk tree cutouts in the Campus Corner area this winter. We are also working to plant more specimen varieties of "Oklahoma Proven" tree varieties in the triangle of land in the southwest corner of Andrews Park. Those trees will all get identification tags and be available for the public to see as an example of species that are recognized as good for growing in central Oklahoma. Norman's City Forester gave a presentation at the Cleveland County Extension Office about Winter Tree Care. We are working more closely with the State of Oklahoma Forestry Services to do joint projects for education & general tree health in Norman. We are also preparing the RFQ for hiring a company to do a new tree inventory and produce an Urban Forest Master Plan to aid in our programming.

Andrews Park



The new fence around the playground at Andrews Park was installed in January; and the new sidewalk access for the playground was partially installed, as well. Once these projects are done and the area is cleaned up, we will have a ribbon cutting on this project, which is heavily focused on accessible play features and interactions.

Neighborhood Parks

Crews finished installing the playground border at Cherry Creek Park, so that the new synthetic turf safety surfacing can be completed for that project and we can then finish the site cleanup and any final park furniture and landscape projects. The Park Planner seeded several test plots at Vineyard Park as the first attempt at creating more native no-mow areas in our parks. Work was also done at Vineyard to raise the height of the shade canopy over the playground another 18", to help guard against vandalism of that structure. A new shade structure is being installed at Colonial Commons Park, in response to neighborhood requests for more shade for the summer months; since this park is very active with community gardening, sports practices and as the location for one of our neighborhood skate spots (small street course skateboard area).

Sutton Urban Wilderness:

We have received final plans and estimates for the project to construct additional parking spaces and make more trail improvements to the park. We will bid this work for construction in February; and anticipate the construction to be done in the spring. Work includes adding 12 more parking spaces adjacent to the existing lot off 12th Avenue. We also will improve the drainage and grading and add a finish course of crushed granite to the trail segment that connects from the dam in Sutton Wilderness south and west to the western boundary of the trail in Griffin Park. This will greatly improve access and accessibility to this popular nature park and is funded 80% by a Recreational Trails Grant from the State of Oklahoma Department of Tourism and Recreation.

JANUARY 2023
RECREATION DIVISION
MONTHLY REPORT

Norman Senior Center: The Norman Senior Center saw a monthly attendance of 729. The center was closed on Monday, January 2 in observance of the New Year's Day Holiday. First Monday Birthdays were celebrated on Monday, January 9. S.A.L.T. (Seniors and Law Enforcement Together) held their monthly meeting at 10 am on Wednesday, January 4. The Oklahoma State Department of Health offered free health screenings on Wednesday, January 11. The Ugly Quilting Group met on Thursday, January 12 at 10 am. The center was closed on Monday, January 16 in observance of the Martin Luther King Jr Holiday. On Wednesday, January 25, Bingo was sponsored by Natural Grocers.

Little Axe Community Center: The Little Axe Community Center saw a monthly attendance of 1,549. The Center gave out 25 Christmas food baskets and nineteen \$100 gift cards. The after school program continues to grow and has 16 kids enrolled. The library usage increased in December, the Center hosted monthly bingo and an ice cream social.

12th Avenue Recreation Center: Child Care: Child Care: The 12th Avenue Recreation Center averaged 31 students per day for the month of January. Twenty campers attended a Martin Luther King, Jr. Day camp on January 16. Silver Spurs began holding their square dancing lessons each Saturday from 4:00pm to 6:00pm. I9 youth basketball finished up their program on January 28. The City of Norman began running the evening pickleball sessions on Wednesdays and Fridays on January 4, adding a \$3.00 entry fee to all patrons. Big Brothers Big Sisters held a pickleball tournament at 12th Avenue on January 28 from 3:00pm to 5:30pm that benefitted their non-profit. Patrons were encouraged to come dressed up as a famous dynamic duo!

Irving Recreation Center: This month the After School Program continued and we enrolled 3 new students bringing us to a total of 33 students. On average we have 24 students in attendance daily. Olivia Casey is our newest hire who took the role of Recreation Leader. In the coming months we will continue to gear up for our Spring and Summer Break Camps. Baton Twirling class continues to grow in attendance with a total of 5 attendees throughout both days of class. We continued our 3 weekly rentals for basketball practices and held one Saturday rental for a birthday party.

Whittier Recreation Center: Our after school program averaged 20 kids for the month of January. The kids easily got back into the swing of school and let the teachers know all about the things they did over the break! The after school program continues to host craft days and book check out days with the pioneer library. Clogging continues as scheduled on Tuesdays and Thursdays. Rentals this month consisted of three birthday parties for kids including one of the children from our own Whittier after school program!

FACILITY ATTENDANCE:	Month	Year to Date
Norman Senior Center	729	5,646
Little Axe Community Center	1,549	6,362
12th Avenue Recreation Center	947	9,016
Irving Recreation Center	497	3,342
Whittier Recreation Center	656	3,935
Reaves Center	300	2,100
Tennis Center	3,028	22,964

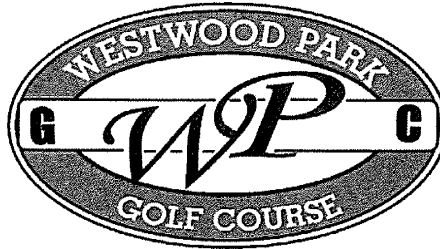
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Senior	771	970	868	845	721	742	729						5,646
Axe	1,004	1,144	538	1,065	1,062	1,548							6,362
twelveth	2,815	1,805	1,230	880	696	643	947						9,016
Irving	717	710	325	422	391	280	497						3,342
Whittier	652	293	759	677	533	365	656						3,935
Reaves	300	300	300	300	300	300	300						2,100
Tennis	3,488	3,320	3,950	3,792	2,844	2,542	3,028						22,964

JANUARY 2023 PARKS MAINTENANCE DIVISION

Park Maintenance crews performed routine trash removal & leaf clean-up in City Parks, as well as restroom/shelter cleaning & landscape maintenance at the new Development Center. Crews finished removing Christmas decorations at City Hall and various City Parks. Staff prepared and cleaned sidewalks and parking areas for winter storms.

	FYE-23 MTD	FYE-23 YTD		FYE-22 MTD	FYE-22 YTD
SAFETY REPORT					
On-The-Job Injuries	0	1		0	1
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours			Total Man Hours	
		FISCAL YTD			FISCAL YTD
Big Mowing	0.00	391.50		0	460.00
Trim Mowing	0.00	3025.00		0	2763.50
Chemical Spraying	6.00	439.00		1	297.00
Fertilization	0.00	21.00		0	16.00
Park Tree Work	150.00	2754.00		0	150.00
Street Tree Work	0.00	127.00		18	69.00
Trash Maintenance	276.00	1971.00		18	646.00
Sprinkler Maintenance	160.00	1292.00		0	200.00
Watering	8.00	8.00		0	269.00
Painting	0.00	2.00		0	415.00
Landscape Maintenance	195.00	1079.50		80	275.00
Seeding/Sodding	37.00	50.00		0	608.00
Ballfield Maintenance	52.00	62.00		0	156.00
Fence Repairs	167.50	291.50		35	205.50
Equipment Repairs/Maintenance	114.00	984.50		12	126.00
Material Hauling	24.00	194.50		161	582.25
Snow/Ice Removal	327.00	416.50		4	384.27
Christmas Setup	252.75	1131.50		4	256.75
Vector Control	0.00	150.00		12	40.00
Events	0.00	140.50		15	153.00
Vandalism Repair	18.00	79.00		0	18.00
Trail Maintenance	0.00	32.00		0	0.00
Playground Maintenance	101.25	943.25		0	379.25
Restroom Maintenance	0.00	11.00		25	619.00
Carpentry/Welding	2.00	76.00		72	352.00
Shop Time	54.50	336.00		0	54.50
Special Projects	575.00	2578.50		35	1164.00
Miscellaneous	408.00	2227.00		0.00	960.75

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



JANUARY 2023

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JAN FYE'23	JAN FYE'22
Regular Green Fees	345	249
Senior Green Fees	291	161
Junior Fees	49	32
School Fees (high school golf team players)	58	131
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	627	355
Employee Comp Rounds	246	172
Golf Passport Rounds	0	0
9-Hole Green Fee	132	38
2:00 Fees	117	1
4:00 Fees	0	131
Dusk Fees or 5:00 Fees	46	70
PGA Comp Rounds	1	0
*Rainchecks (not counted in total round count)	8	5
Misc Promo Fees (birthday, players cards, OU student)	78	359
Green Fee Adjustments (fee difference on rainchecks)	1	1
Total Rounds (*not included in total round count)	1991	1700
% change from FY '22	17.12%	
Range Tokens	2027	1749
% change from FY '22	15.89%	
18 - Hole Carts	51	68
9 - Hole Carts	14	12
½ / 18 - Hole Carts	518	510
½ / 9 - Hole Carts	139	137
Total Carts	722	727
% change from FY '22	-0.69%	
18 - Hole Trail Fees	0	1
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	1
9-Hole Senior Trail Fees	0	0
Total Trail Fees	0	2
% change from FY '22	-100.00%	1
TOTAL REVENUE	\$59,607.16	\$48,763.98
% change from FY '20	22.24%	

**JANUARY 2023
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2023 MTD	FY 2023 YTD	FY 2022 MTD	FY 2022 YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2023	FYE 2023	FY 2022	FYE 2022
	MTD	YTD	MTD	YTD
Green Fees	\$26,168.52	\$308,401.29	\$23,430.41	\$295,387.96
Driving Range	\$7,941.80	\$78,065.86	\$7,355.22	\$69,454.27
Cart Rental	\$13,055.27	\$164,915.16	\$12,854.27	\$167,233.74
Golf Shop Rentals	\$44.16	\$44.16	\$0.00	\$0.00
USGA Handicap Fees	\$128.74	\$128.74	\$0.00	\$0.00
Restaurant	\$6,571.80	\$118,642.33	\$4,873.22	\$96,904.05
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$5,869.77	\$15,529.25	\$250.86	\$1,004.87
TOTAL INCOME	\$59,780.06	\$685,726.79	\$48,763.98	\$629,984.89
Expenditures	\$259,721.58	\$829,416.46	\$69,697.15	\$675,397.08
Income vs Expenditures	(\$199,941.52)	(\$143,689.67)	(\$20,933.17)	-\$45,412.19
Rounds of Golf	1991	19488	1700	19324

The following is a list of Tasks and Goals for Golf Maintenance.

We started our work on golf course accessories to include the tee markers, pins, cups, ballwashers and driving range accessories and are all being evaluated for maintenance or replacement. Equipment maintenance continues during the off-season in preparation for the next growing season. Back of the driving range debris and tree removal is complete. The consideration for a fence or netting to keep golf balls in the range is under review. Golf cart inspection and repairs are underway to include batteries, tires, body panels, windshields divot bottles and are all looked over for damage.

JANUARY 2023
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FYE 2023 MTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$2,425.00	\$5,099.00	\$280,436.50
Swim Pool Gate Admission	\$0.00	\$184,326.00	\$333,721.00
Swim Lesson Fees	\$0.00	\$3,880.00	\$63,442.00
Pool Rental	\$0.00	\$35,438.00	\$47,806.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$0.00	\$24,633.00
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$102,809.97	\$203,526.27
TOTAL INCOME	\$2,425.00	\$331,552.97	\$953,564.77
Expenditures	\$11,907.94	\$589,300.98	\$693,322.52
Income verses Expenditures	(\$9,482.94)	(\$257,748.01)	\$260,242.25

ATTENDANCE INFORMATION

	FYE 2023 MTD Jan-23	FYE 2022-23 YTD Jan 23 - Present	2021 YTD April 21 - Oct 21
a. Pool Attendance	0	114,679	75,468
b. Adult Lap Swim Morning/Night	0	950	1,802
c. Water Walkers	0	1,124	4,923
d. Toddler Time	0	4,328	5,421
e. Water Fitness	0	2,610	2,826
f. Swim Team	0	1,435	4,423
g. Scuba Rentals	0	514	54
h. Scuba Participants	0	282	100
i. Swim Lessons	0	1,465	1,697
j. Private Swim Lessons	0	73	51
g. Movie Night/Special Events	0	2156	1,298
h. Party / Rentals	0	259	116
TOTAL ATTENDANCE	0	129,875	98,179

FACILITY MAINTENANCE

9B

Facility Maintenance - January 2023 - Labor/Materials Cost Report

Comprehensive Costs

Grand Total Cost: \$50,175.03

Total Misc. Cost (Materials/Contract Labor): \$19,425.22

Total Labor Cost: \$30,749.81

Total Labor Hours: 1,063

Total Cost by Request Type

Administrative: \$4.3K – 9%

Custodial: \$6.66K – 13%

Electrical: \$2.85K – 6%

General Maintenance: \$5.75K – 11%

HVAC: \$9.82K – 20%

Plumbing: \$20.80K – 41%

Top Buildings by Cost

Indirect: \$13.11K

Fire Station #9: \$11.87K

201B (NPD – Complex): \$3.19K

Central Library: \$2.45K

Fire Station #1: \$2.12K

Norman Investigation Center: \$2.02K

Water Reclamation Facility: \$1.55K

201D (Complex): \$1.4K

City Hall (Complex): \$1.07K

Reaves Park: \$839.39

Fire Station #8: \$803.86

Westwood Golf: \$733.10

Development Center (Complex): \$703.14

Water Treatment Plant: \$677.26

Traffic Control: \$657.33

Westwood Tennis: \$459.58

Fire Station #2: \$454.58

Warming Shelter: \$441.45

201C (Complex): \$381.30

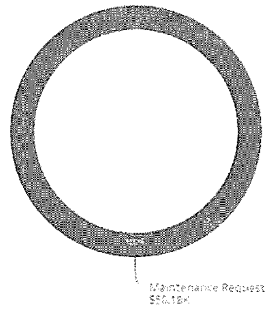
Firehouse Art: \$367.77

Grand Total Cost
\$50,175.03
 Total: 107,151 85% 875.72

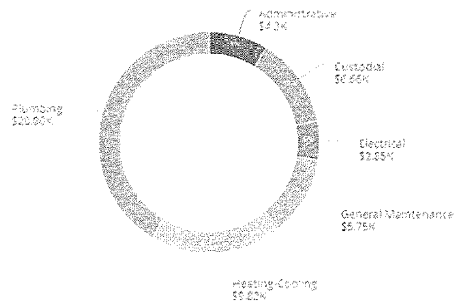
Total Labor Cost
\$30,749.81
 Total: 1,083

Total Inventory Cost
#N/A

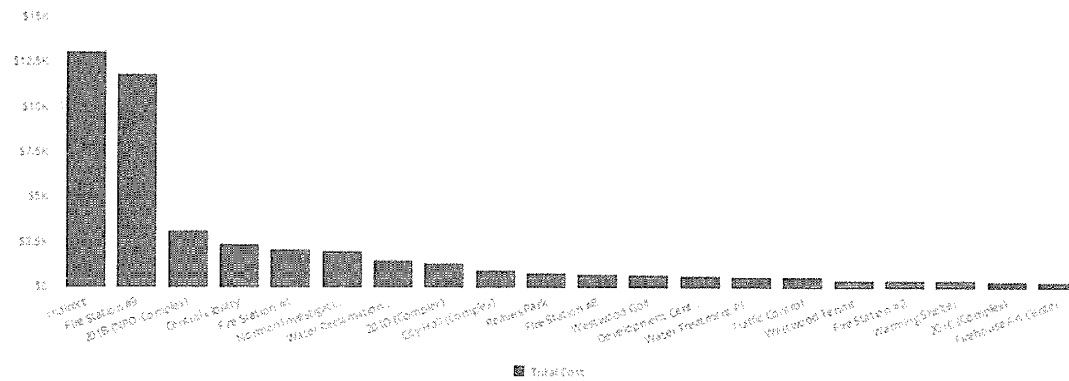
Total Cost by Module



Total Cost by Request Type



Top Buildings by Cost



Comprehensive Operations

Maintenance Requests – Total: 161

Administrative: 26

Custodial: 1

Electrical: 16

General Maintenance: 30

HVAC: 41

Plumbing: 67

Finalized Requests – Total: 161

Number of Requests by Building

201B (NPD Complex): 12

Indirect: 11

Norman Investigation Center: 8

Fire Station #9: 8

201D (Complex): 7

Fire Station #1: 6

City Hall (Complex): 6

201A (Complex): 6

Fire Station #2: 6

Development Center (Complex): 5

201C (Complex): 5

Water Reclamation Facility: 5

Water Treatment Plant: 5

Fire Station #8: 5

Reaves Park: 4

Sanitation: 4

12th Ave Recreation Center: 4

Irving Recreation: 3

East Library: 3

Senior Center: 3

Traffic Control: 3

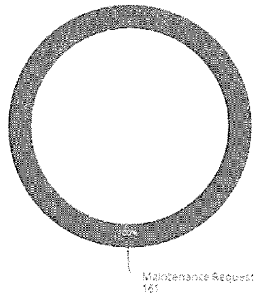
Facility Maintenance: 3

Animal Welfare: 3

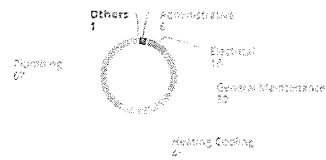
Central Library: 3

Legacy Park: 2

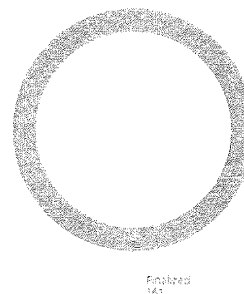
Requests by Module



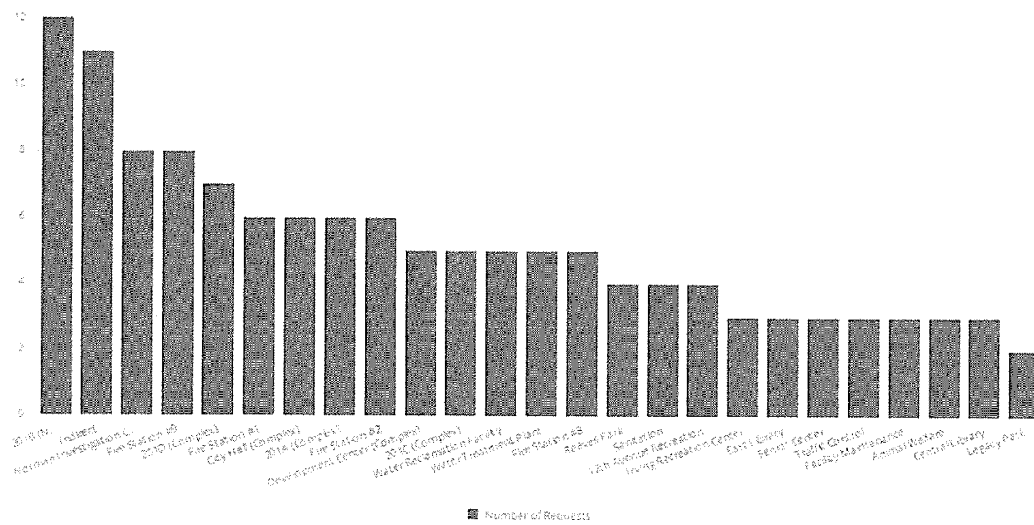
Requests by Type



Requests by Current Status



Requests by Building



Work Summary

PM & Work Requests by Current State

Completed: 188 – 100%

PM & Work Requests Assigned by User

Bill S.: 5 – 3%

Brian J.: 40 – 25%

Don A.: 11 – 7%

Jeff L.: 58 – 36%

Jerry W.: 23 – 14%

Robert B.: 21 – 13%

Tara K.: 1

Wade T.: 1

Jason M.: 1

Kathy L.: 1

PM & Work Requests by Type

Administrative: 6 – 4%

Custodial: 1 – 1%

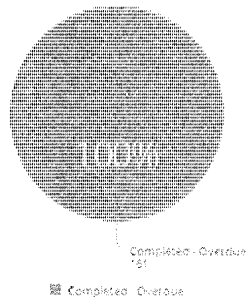
Electrical: 16 – 10%

General Maintenance: 30 – 19%

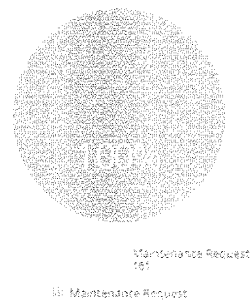
HVAC: 41 – 25%

Plumbing: 67 – 42%

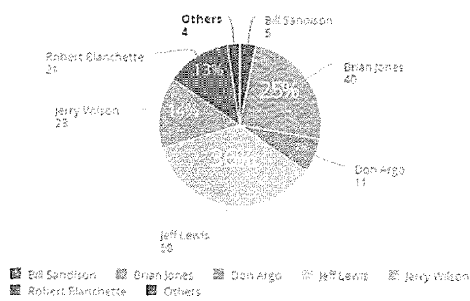
PM and Work Requests By Current State



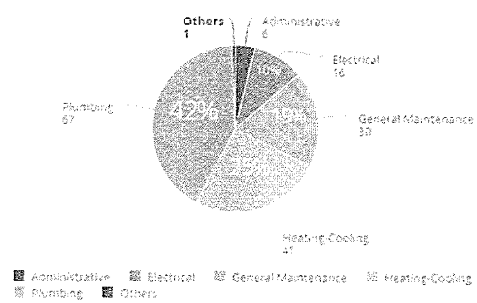
Requests By Module



PM and Work Requests Assigned By User



PM and Work Requests By Type



Team Performance

Assigned Requests by User

Bill S.: 12 – 6%

Brian J.: 47 – 25%

Don A.: 13 – 7%

Jeff L.: 65 – 34%

Jerry W.: 20 – 11%

Nate M.: 14 – 7%

Robert B.: 18 – 9%

Tara K.: 1 – 1%

Labor Hours by User

Bill S.: 0 – 0%

Brian J.: 155.25 -- 27%

Don A.: 0 – 0%

Jason M.: 0 – 0%

Jeff L.: 136 – 24%

Jerry W.: 128.5 – 22%

Kathy L.: 0 – 0%

Robert B.: 156.25– 27%

Labor Hours by Building

12th Ave Recreation Center: 8

201A (Complex): 11.5

201B (NPD – Complex): 395

201C (Complex): 9.5

Animal Welfare: 5

Central Library: 31

Development Center: 28.5

Fire Station #1: 11

Fire Station #2: 13

Fire Station #3: 1

Fire Station #6: 27

Fire Station #9: 14

Firehouse Art: 6

*Indirect: 152

Irving Recreation: 5

Legacy Park: 1
Little Axe Rec Center: 2
N.E. Lions Park: 4
Norman Investigation Center: 49.5
Park Maintenance: 3.5
Reaves Park: 7
Ruby Grant Park: 2
Sanitation: 7
Senior Center: 5.5
Sooner Theater: 2
Streets: 4.5
Traffic Control: 2
Transfer Station: 1
Transit/EVT: 4
Water Reclamation Facility: 29.5
Water Treatment Plant: 8
Westwood Golf: 8
Westwood Pool: 8
Westwood Tennis: 2
Whittier Recreation Center: 6

*** This report was generated before all work orders had updated therefore it is lacking some information for the month of January, the numbers will reflect in February 2023 report. ***

Total Labor Hours

576

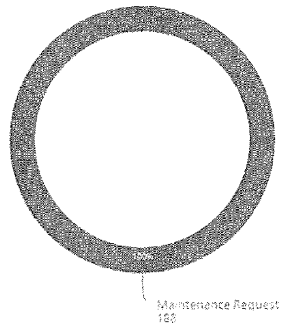
Total Labor Cost: \$18,449.53

Average Response Time (Days)

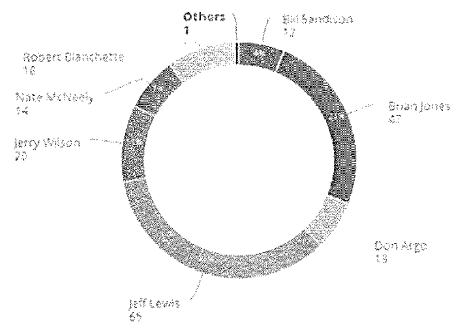
0.11

Average Resolution Time (Days) 7.32

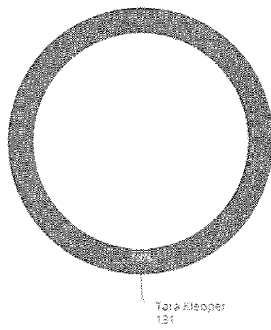
Requests by Module



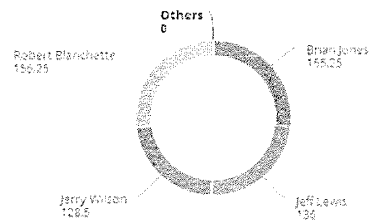
Assigned Requests by User



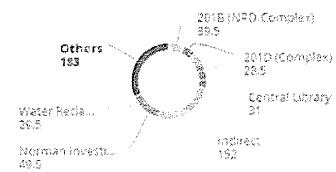
Resolutions by User



Labor Hours by User



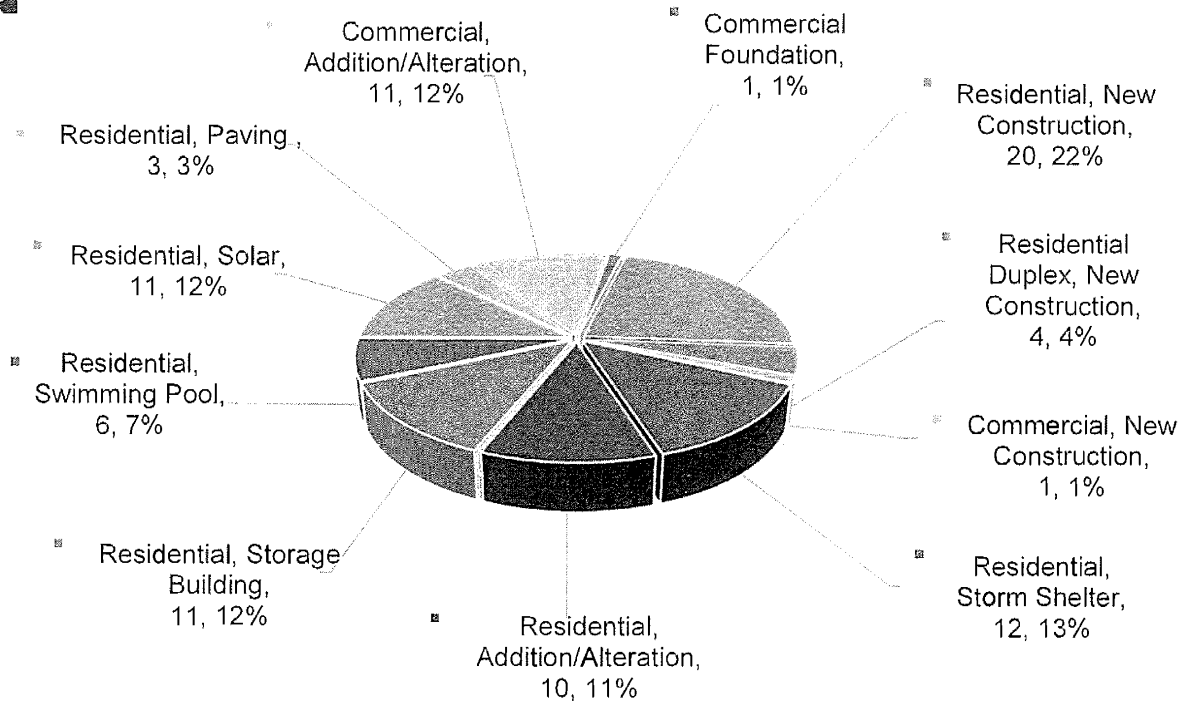
Labor Hours by Building



PLANNING AND COMMUNITY DEVELOPMENT 10



CITY OF NORMAN
DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY
JANUARY 2023 REPORT



Permit Type			Valuation
Residential, New Construction	20		\$ 13,918,890
Residential Duplex, New Construction	4		\$ 754,880
Residential, New Manufactured Home	0		\$ -
Commercial, New Construction	1		\$ 1,800,000
Commercial, Parking Lot	0		\$ -
Commercial, Shell Building	0		\$ -
Residential, Storm Shelter	12		\$ 57,235
Residential, Addition/Alteration	10		\$ 653,500
Residential, Carport	0		\$ -
Residential, Storage Building	11		\$ 409,595
Residential, Fire Repair	0		\$ -
Residential, Swimming Pool	6		\$ 699,275
Residential, Manufactured Home Repl	0		\$ -
Residential, Solar	11		\$ 448,530
Residential, Paving	3		\$ 28,400
Commercial, Addition/Alteration	11		\$ 2,215,000
Commercial, Interior Finish	0		\$ -
Commercial, Fire Repair	0		\$ -
Commercial, Foundation	1		\$ 75,000
Temporary Bldg./Construction Trailer	0		\$ -
Multi-Family, New	0		\$ -
Multi-Family, Addition/Alteration	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	0		\$ -
Group Quarters	0		\$ -
	90		\$ 21,060,305

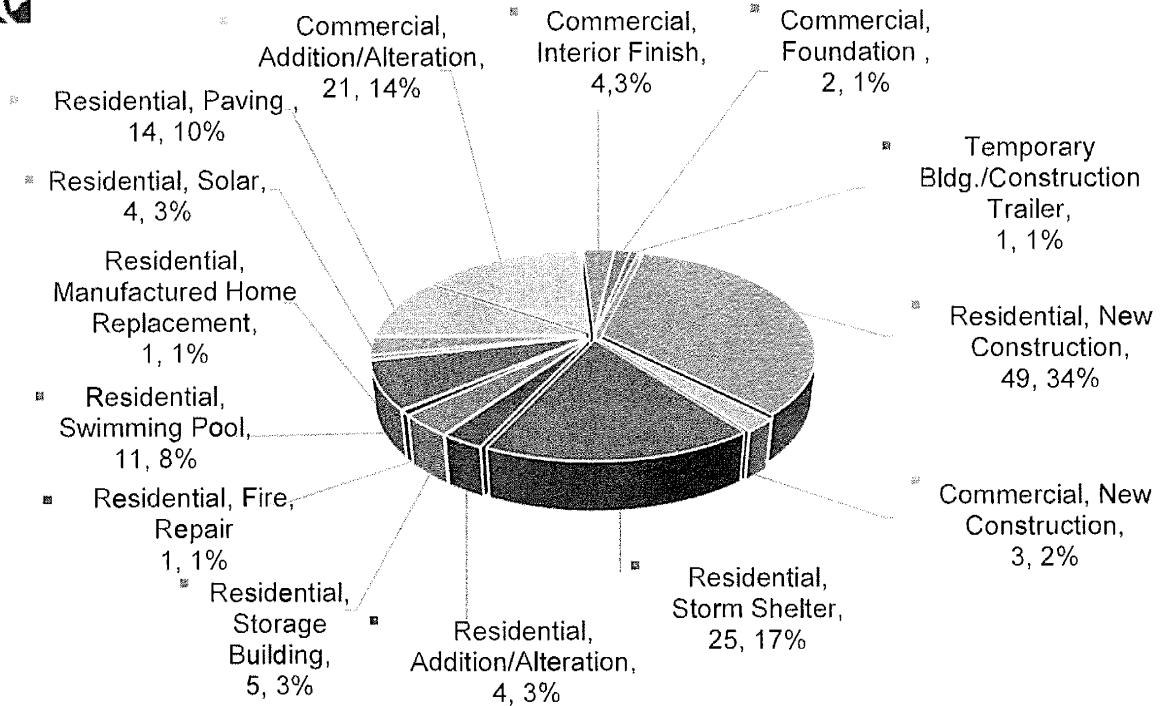
*FOR MONTHLY COMPARISON TO PRIOR YEAR SEE PAGE 2.



CITY OF NORMAN

DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

JANUARY 2022 REPORT



Permit Type	Count	Valuation
Residential, New Construction	49	\$ 14,264,557
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	3	\$ 5,557,000
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	0	\$ -
Residential, Storm Shelter	25	\$ 92,190
Residential, Addition/Alteration	4	\$ 95,801
Residential, Carport	0	\$ -
Residential, Storage Building	5	\$ 284,390
Residential, Fire Repair	1	\$ 20,000
Residential, Swimming Pool	11	\$ 811,535
Residential, Manufactured Home Repl	1	\$ 89,635
Residential, Solar	4	\$ 156,458
Residential, Paving	14	\$ 344,293
Commercial, Addition/Alteration	21	\$ 43,873,470
Commercial, Interior Finish	4	\$ 1,489,600
Commercial, Fire Repair	0	\$ -
Commercial, Foundation	2	\$ 208,200
Temporary Bldg./Construction Trailer	1	\$ 10,000
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	0	\$ -
Group Quarters	0	\$ -
Total	145	\$ 67,297,129



DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

Building Permit Activity-JANUARY 2023

	DESCRIPTION	2023 YEAR TO-DATE	VALUATION	2022 TOTALS	2022 TOTAL VALUATION
	Residential, New Construction.....	20	\$ 13,918,890	377	\$ 129,686,849
	Residential, New Dwelling Unit Attached.....	0	\$ -	0	\$ -
	Residential, New Manufactured Home.....	0	\$ -	7	\$ 727,004
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -
	Residential Duplex, New Construction.....	4	\$ 754,880	14	\$ 3,112,640
	Residential, Garage Apartment.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	1	\$ 1,100,000
	Multi-Family, New Construction 5+ DU.....	0	\$ -	4	\$ 4,550,000
	Multi-Family, Fire Repair.....	0	\$ -	50	\$ 650,270
	Multi-Family, Foundation.....	0	\$ -	5	\$ 205,500
	Multi-Family, Addition/Alteration.....	0	\$ -	4	\$ 91,490
	Residential, Addition/Alteration.....	10	\$ 653,500	149	\$ 10,537,515
	Residential, Carport.....	0	\$ -	3	\$ 9,045
	Residential, Storm Shelter.....	12	\$ 57,235	203	\$ 885,764
	Residential, Storage Building.....	11	\$ 409,595	142	\$ 6,882,423
	Residential, Fire Repair.....	0	\$ -	16	\$ 1,184,780
	Residential, Swimming Pool.....	6	\$ 699,275	106	\$ 8,534,028
	Residential, Manufactured Home Replacement	0	\$ -	4	\$ 355,535
	Residential, Solar.....	11	\$ 448,530	176	\$ 6,284,099
	Residential, Paving.....	3	\$ 28,400	104	\$ 1,241,236
	Group Quarters.....	0	\$ -	0	\$ -
	TOTAL	77	\$ 16,970,305	1365	\$ 176,038,178
NON-RESIDENTIAL	Commercial, New Construction.....	1	\$ 1,800,000	38	\$ 106,017,286
	Commercial, New Shell Building.....	0	\$ -	12	\$ 11,187,000
	Commercial, Addition/Alteration.....	11	\$ 2,215,000	153	\$ 123,694,067
	Commercial, Interior Finish.....	0	\$ -	34	\$ 6,264,600
	Commercial, New Foundation.....	1	\$ 75,000	7	\$ 2,200,200
	Commercial, Fire Repair.....	0	\$ -	2	\$ 302,814
	Commercial, Parking Lot.....	0	\$ -	6	\$ 314,941
	Commercial, Temporary Bldg./Const Trailer....	0	\$ -	37	\$ 359,904
	TOTAL	13	\$ 4,090,000	289	\$ 250,340,812
OTHER ACTIVITY	Electrical Permits.....	102		1652	
	Heat/Air/Refrigeration Permits.....	97		1719	
	Plumbing and Gas Permits.....	150		1812	
	Sign Permits.....	45		506	
	Water Well Permits.....	0		33	
	Garage Sale Permits.....	7		577	
	Structure Moving Permits.....	1		20	
	Demo-Residential Permits.....	2		38	
	Demo-Non-Residential Permits.....	0		8	
	Temp. Const. Bldgs. & Roll-off Permits.....	10		144	
	Lot Line Adjustments Filed.....	1		12	
	Certificate of Occupancy (CO).....	111		1159	
	All Field Inspections.....	2,080		27637	
	Net Residential Demos & Removals.....	-2		-72	
	TOTAL VALUATION		\$ 21,060,305		\$ 426,378,990



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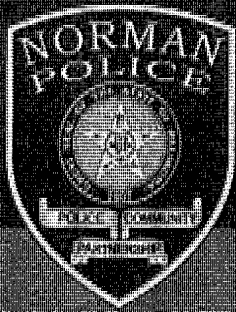
Issued January 2023- Sorted by Permit Type

[illegible]

City of Norman
PERMITS AND INSPECTIONSRESIDENTIAL BUILDING PERMITS
Issued January 2023 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area	KW
1.2 FAMILY STORM SHELTER	OWNER	54	1/10/2023	700	DR	2	2	RE	\$	8,500	95
1.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	91	1/19/2023	2312	DR	19	5	NA	\$	5,000	24
1.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	120	1/19/2023	1005	DR	3	3	NA	\$	4,465	32
1.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	126	1/19/2023	1005	DR	10	6	NA	\$	3,615	34
1.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	140	1/19/2023	2620	DR	10	6	NA	\$	2,500	33
1.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	153	1/19/2023	2620	DR	14	1	NA	\$	2,500	34
1.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	156	1/19/2023	304	DR	14	1	NA	\$	3,700	24
1.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	192	1/17/2023	315	DR	6	2	PUD	\$	3,600	35
1.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	225	1/19/2023	1012	DR	1	3	PUD	\$	2,500	21
1.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	229	1/19/2023	2596	DR	16	1	PUD	\$	4,495	32
1.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	250	1/19/2023	2596	DR	16	1	PUD	\$	4,495	32
1.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5592	1/19/2023	3590	DR	15	1	RE	\$	3,300	21
1.2 FAMILY STORM SHELTER	OWNER	24	1/10/2023	700	DR	2	2	RE	\$	10,000	33
1.2 FAMILY, AND OR ALTER	BLACKBERRY RENOVATIONS	107	1/12/2023	3405	DR	11	1W	RE	\$	275,000	8925
1.2 FAMILY, AND OR ALTER	OWNER	109	1/17/2023	1221	DR	15	10	A2	\$	40,000	875
1.2 FAMILY, AND OR ALTER	SUNROOMS & MORE	138	1/18/2023	4604	DR	3	1	R2	\$	160,000	350
1.2 FAMILY, AND OR ALTER	OWNER	185	1/13/2023	4120	DR	10	17	R1	\$	10,000	475
1.2 FAMILY, AND OR ALTER	POWER ROOFING & CONSTRUCTION	187	1/20/2023	1021 W	DR	31	2W	R1	\$	10,000	670
1.2 FAMILY, AND OR ALTER	POWER ROOFING & CONSTRUCTION	201	1/25/2023	131	DR	10	5	R1	\$	25,000	1299
1.2 FAMILY, AND OR ALTER	OWNER	205	1/19/2023	2135	DR	10	10	R1	\$	2,500	444
1.2 FAMILY, AND OR ALTER	METRO CONTRACTORS	275	1/27/2023	2135	DR	7	4	R1	\$	25,000	388
1.2 FAMILY, AND OR ALTER	ROBERTS, TREY	5528	1/18/2023	912	DR	2	1	R1	\$	20,000	235
1.2 FAMILY, PAVING	A & L CONTRACTS	79	1/10/2023	1613	DR	8	7	R1	\$	10,000	594
1.2 FAMILY, PAVING	SHEPARD CONCRETE	140	1/11/2023	512	DR	27	3	R1	\$	5,400	594
1.2 FAMILY, PAVING	SOLAR POWER OF OKLAHOMA	21	1/19/2023	2804	DR	12	3	R1	\$	13,000	1400
1.2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	25	1/19/2023	1550	DR	1	1	C2	\$	48,350	15
1.2 FAMILY, SOLAR	ADT SOLAR	190	1/19/2023	2824	DR	3	3	RE	\$	82,000	20
1.2 FAMILY, SOLAR	ADT SOLAR	197	1/19/2023	5615	DR	14	3	C2	\$	23,180	7
1.2 FAMILY, SOLAR	CLEAN RESIDENTIAL ENERGY LLC	197	1/19/2023	5615	DR	14	3	RE	\$	42,946	6
1.2 FAMILY, SOLAR	VYVUE LLC	236	1/13/2023	413	DR	37A	4	RE	\$	48,867	11
1.2 FAMILY, SOLAR	VYVUE LLC	237	1/31/2023	2501	DR	24	13	R1	\$	32,617	8
1.2 FAMILY, SOLAR	GREEN LIGHT SOLAR	238	1/31/2023	3113	DR	10	4	PUD	\$	33,730	6
1.2 FAMILY, SOLAR	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	NA	\$	7,300	4
1.2 FAMILY, SOLAR	ADT SERVICES LLC	270	1/24/2023	301	DR	4	1	R1	\$	26,000	11
1.2 FAMILY, SOLAR	ADT SERVICES LLC	49	1/23/2023	1690	DR	5	1E	R1	\$	20,262	11
1.2 FAMILY, STORAGE BLDG	TUFF SHED INC	125	1/20/2023	1428	DR	3	3	R1	\$	5,000	576
1.2 FAMILY, STORAGE BLDG	DERKSEN PORTABLE BUILDINGS	132	1/24/2023	6015	DR	2	1	RE	\$	42,567	576
1.2 FAMILY, STORAGE BLDG	DERKSEN PORTABLE BUILDINGS	133	1/24/2023	6016	DR	2	1	RE	\$	55,151	735
1.2 FAMILY, STORAGE BLDG	OUTDOOR ESCAPES, LLC.	147	1/25/2023	603	DR	4	6	RE	\$	110,000	255
1.2 FAMILY, STORAGE BLDG	RICHARDS WELDING	227	1/24/2023	2160	DR	6	1	PUD	\$	38,000	1200
1.2 FAMILY, STORAGE BLDG	TUFF SHED	231	1/20/2023	4109	DR	9	2	RE	\$	120	120
1.2 FAMILY, STORAGE BLDG	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	R1	\$	7,354	120
1.2 FAMILY, STORAGE BLDG	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	PUD	\$	12,117	840
1.2 FAMILY, STORAGE BLDG	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	PUD	\$	20,400	240
1.2 FAMILY, STORAGE BLDG	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	PUD	\$	20,400	240
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1.2 FAMILY, STORAGE BLDG	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	PUD	\$	20,400	240
1.2 FAMILY, STORAGE BLDG	ADT SERVICES LLC	260	1/24/2023	301	DR	4	1	PUD			

TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)		77	AVERAGE VALUATION TOTAL VALUATION	\$ \$	16,970,305 220,394	AVERAGE PROJECT AREA TOTAL PROJECT AREA	3,753 128,731	SOLAR PERMITS - PROJECT AREA NOT INCLUDED
Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts	Permit Type	Permit Counts	NET # DU
1 & 2 FAMILY STORM SHELTER	12		57,235	RESIDENTIAL STORAGE CONTAINER	0			
1 & 2 FAMILY ADD ON ALT	10		653,500	TEMPORARY ROLL-OFF RESIDENTIAL	2			
1 & 2 FAMILY FIRE REPAIR	0		0	TEMPORARY ROLL-OFF COMMERCIAL	0			
1 & 2 FAMILY FIRE REPAIR	3		28,400	SEASONAL STORAGE CONTAINER	0			
1 & 2 FAMILY PAVING	14		448,530					
1 & 2 FAMILY SOLAR	11		479,569	DEMO'S-RESIDENTIAL	NET # DU			1
1 & 2 FAMILY STORAGE BLDG	6		158,127/h					
1 & 2 FAMILY SWIMMING POOL	0		0					
1-FAMILY MANUFACTURED HOME-RR-H ACH-ME-NI	0		0					
1-FAMILY NEW CONSTRUCTION	20	4	13,918,690					
2-FAMILY NEW CONSTRUCTION	0		754,690					
3-FAMILY NEW CONSTRUCTION	0		0					
3-FAMILY FIRE REPAIR	0		0					
3-FAMILY FOUNDATION	0		0					
3-FAMILY ADD-ALT	0		0					
GROUP QUARTERS	0		0					
GROUP QUARTERS	0		0					
GROUP QUARTERS	0		0					
TOTAL	77	4	\$ 16,970,305	TOTAL DEMO-NET DWELLING UNITS	-1			



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW



JANUARY | 2023

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED CRIMES	2023	5-YEAR AVERAGE	2022
MURDER	0	0	1
SEXUAL ASSAULTS	16	12	14
ROBBERY	8	4	2
AGGRAVATED ASSAULTS	26	16	18
BURGLARY OF BUILDING	51	46	49
LARCENY/THEFT	228	222	209
MOTOR VEHICLE THEFT	35	32	33
ARSON	2	0	0
KIDNAPPING	0	2	1
FRAUD/FORGERY	96	72	69
DUI/APC	38	30	26
PUBLIC INTOXICATION	38	43	38
RUNAWAYS	31	19	25
DRUG VIOLATIONS	35	67	33
THREATS/HARASSMENT	48	31	33
VANDALISM	68	74	73
OTHER	869	798	673
TOTAL REPORTED CRIME	1,292	1,181	1,068
TOTAL ARRESTS:	476	492	380
PROTECTIVE CUSTODY:	95	89	57
TOTAL CASE REPORTS*	1,052	957	868
COLLISIONS	205	200	227
FATALITY	0	1	0
INJURY	58	31	35
NON- INJURY	147	168	192
NUMBER OF PEOPLE INJURED	79	67	70
CITATIONS & WARNINGS	1,956	3,355	1,289
TRAFFIC CITATIONS	434	1,065	269
TRAFFIC WARNINGS	846	1,526	587
PARKING CITATIONS & WARNINGS	676	763	433

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 6,414

NON-EMERGENCY CALLS TAKEN: 15,420

TOTAL INCOMING CALLS: 23,700

TOTAL CALLS FOR SERVICE GENERATED: 10,160

POLICE CALLS FOR SERVICE: 6,531

OFFICER INITIATED: 1,866

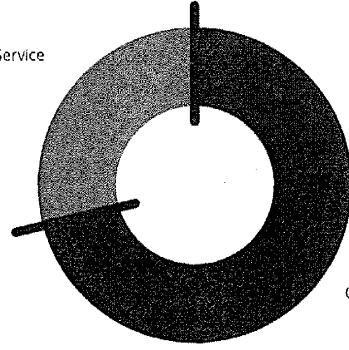
CITIZEN INITIATED: 4,665

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,553

EMSSTAT: 2,043

Officer Initiated Calls for Service
1,866



Citizen Initiated Calls for Service
4,665

INVESTIGATIONS ACTIVITY

CASES CURRENTLY OPEN (2020 TO PRESENT): 403

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 157

CASES CLOSED DURING REPORTING PERIOD: 592

CLEARED BY ARREST / WARRANT: 26

CLEARED BY EXCEPTION: 72

COP FOLLOW-UP: 11

DEACTIVATED: 451

REFERRED TO PATROL: 7

DEACTIVATED DUE TO STAFFING: 21

UNFOUNDED: 4

ANIMAL WELFARE

INTAKES: 204

LIVE RELEASES: 183

LIVE OUTCOME RATE: 91%

ANIMALS FOSTERED: 43

ANIMALS LICENSED: 65

VOLUNTEER HOURS: 302

RECORDS

CUSTOMER SERVICE CONTACTS: 1,594

IN-PERSON CONTACTS: 843

PHONE CONTACTS: 752

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED OFFICER POSITIONS (INCLUDING THE CHIEF AND DEPUTY CHIEF): 180

CURRENT COMMISSIONED OFFICER STRENGTH: 162*

AUTHORIZED NON-COMMISSIONED POSITIONS: (AW, DISPATCH, PARKING, RECORDS, TECHNICIANS) :74

CURRENT NON-COMMISSIONED STRENGTH: 65*

*CURRENT STRENGTH INCLUDES THOSE IN TRAINING, ON SPECIAL ASSIGNMENTS, ON LEAVE

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report

January 2023



IN SHELTER ANIMAL COUNTS

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	78	35	113	97	33	130	17	15%
Ending	87	18	105	103	28	131	26	25%

ANIMAL INTAKES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	100	40	140	125	44	169	29	21%
Owner Relinquish	13	22	35	4	7	11	(24)	-69%
Owner Intended Euth	0	0	0	2	0	2	2	
Transfer In	0	0	0	0	5	5	5	
Other Intakes*	15	0	15	6	0	6	(9)	-60%
Returned Animal	8	2	10	8	3	11	1	10%
TOTAL LIVE INTAKES	136	64	200	145	59	204	4	2%

*Confiscate, Protective Custody, Born in Shelter, and all other infrequent entries

OTHER STATISTICS

	2022		2023		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	
Dog Collected (DOA)	1	1	1	1	0	0%
Cat Collected (DOA)	4	4	1	1	(3)	-75%
Wildlife Transferred	1	1	1	1	0	0%
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	2	2	0	0	(2)	-100%
Intake Pigs	2	2	0	0	(2)	-100%
Intake Other	0	0	1	1	1	
TOTAL OTHER ITEMS	10	10	4	4	(6)	-60%

LENGTH OF STAY (DAYS)

	2022	2023
Dog	17.3	19.2
Puppy	9.5	13.9
Cat	10.3	18
Kitten	4.4	7.6

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	115	17	0	132

Norman Animal Welfare Monthly Statistical Report

January 2023



LIVE ANIMAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	54	63	117	57	36	93	(24)	-21%
Return To Owner	28	4	32	43	4	47	15	47%
Transferred Out	41	8	49	20	18	38	(11)	-22%
Returned to Field	0	4	4	0	5	5	1	25%
Other Outcome	0	0	0	0	0	0	0	0%
TOTAL LIVE OUTCOMES	123	79	202	120	63	183	(19)	-9%

OTHER ANIMAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	1	2	1	0	1	(1)	-50%
Lost in Care	0	0	0	0	0	0	0	0%
Shelter Euth	3	1	4	16	1	17	13	325%
Owner Intended Euth	0	0	0	2	0	2	2	100%
TOTAL OTHER OUTCOMES	4	2	6	19	1	20	14	233%

TOTAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	123	79	202	120	63	183	(19)	-9%
Total Other Outcomes	4	2	6	19	1	20	14	233%
TOTAL OUTCOMES	127	81	208	139	64	203	(5)	-2%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	1	0	3	75%
Medical - Injured	0	0	0	0	0%
Behavior - Aggressive	1	0	0	1	25%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	3	1	0	4	

MONTHLY LIVE RELEASE RATE

2022	2023
97.1%	91.0%

Live Outcomes / (Total Outcomes - Owner Int Euth)

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
January 2023

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed two (2) Preliminary Plats to City Council. The Development Engineer reviewed 13 sets of construction plans and 4 punch lists. There were 91 permits reviewed and/or issued. Fees were collected in the amount of \$16,020.86.

CAPITAL PROJECTS:

Alameda Street Widening Project:

The City of Norman conducted a bid opening on December 16, 2021, for the Alameda Street Widening Project, located from Ridge Lake Boulevard to east of 48th Avenue East. The low bidder was Silver Star Construction, Inc. of Moore, Oklahoma in the amount of \$3,616,910.70. City Council approved the award of this project on January 25, 2022. This project had a delayed start date to allow the private utility companies enough time to relocate their utilities in conflict with this project. Silver Star started work on Monday, April 18, 2022. This project will be constructed in two separate phases. The Urban Project Phase is from Ridge Lake Boulevard to east of 36th Avenue East. The Rural Project Phase is from east of 36th Avenue East to east of 48th Avenue East. The City of Norman is administering the construction of this project.

The current project schedule is as follows:

- As of December 16, 2022, Phase 1 from Ridge Lake Boulevard to east of 36th Avenue SE is substantially complete and open to 2-way traffic.
- Now through May 2023-Complete Phase 2 from 36th Avenue SE through the intersection at 48th Avenue SE

As of the last pay application on 12/22/2022, 68% of the total contract amount has been expended and 50% of total contract time has been used. Through December 22, 2022, Phase 1 is at 100% of the contract time used and Phase 2 is at 20% contract time used.

Proposed improvements for the Alameda Street Project include:

- Widening East Alameda Street from 2 lanes to 3 lanes between Ridge Lake Boulevard and 36th Avenue S.E.
- Add 10-foot shoulders to East Alameda Street between 36th Avenue S.E. and 48th Avenue S.E.
- Intersection improvements at East Alameda Street/36th Avenue S.E. and East Alameda Street/48th Avenue S.E.
- Continuous sidewalks on the south side of East Alameda Street to 36th Avenue S.E.
- Storm water improvements

The contractor's activities this month were as follows:

- Continued sidewalk installation between Ridge Lake Boulevard and 36th Avenue East
- Closed Alameda Street between 36th and 48th Avenue East and removed the asphalt pavement on the western half mile of this segment of roadway
- Started grading the proposed subgrade on the western half mile of Alameda Street between 36th and 48th Avenue East which consists of both widening and adjusting the profile of the proposed base

Sidewalk Programs:

FYE 2023 Sidewalk Concrete Projects. This project was awarded to EMC Services LLC and is scheduled under construction. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Curbs and Sidewalks and Trials. This contract will be on going thru June of 2023.

FYE2023 Sidewalk Horizontal Saw Cutting Project. This project was awarded to ASTI Sawing and is under construction. This contract will be to horizontally saw cut sidewalk tripping hazards in various locations throughout the city. This contract is anticipated to take 1 month to complete.

Street Maintenance Bond Programs:

FYE 2022 Street Maintenance Bond – Urban Road Reconstruction – McCullough Street & Alley

Bids were opened March 24, 2022. Six bids were received and Parathon Construction LLC was the low bidder. The contract was awarded in the amount of \$315,863.50 at the April 26, 2022 Council Meeting.

The street and south alley portions of this project are complete. The contractor remobilized in December and began work on the east alley. Completion is expected by February 2023.

FYE 2022 Street Maintenance Bond – Urban Concrete – McGee Drive Concrete Pavement Repair

Bids were opened April 7, 2022. Eight bids were received and on May 24, 2022 the contract was awarded to Parathon Construction LLC in the amount of \$403,235.

The project is substantially complete. A final walk-through was performed in December and a punch list was developed. Work on the punch list will begin in late January and be completed by March 2023.

FYE 2023 Street Maintenance Bond – Urban Concrete 1

Urban Concrete Bid 1 bids were opened on June 9, 2022. Seven bids were received and the contract was awarded on July 12, 2022 to Arroyo's Concrete LLC in the amount of \$1,124,371.50. The project consists of select panel replacement on existing concrete streets. The project should be completed by March 2023.

Work has been completed on Caddell, Brooks, .Avondale, Lindale, and Oakwood, Brookhaven, and Guilford. The contractor continued working on Canterbury in December. Severe cold shut the project down for a period in December.

FYE 2023 Street Maintenance Bond – Urban Concrete 2

Urban Concrete Bid 2 bids were opened on June 23, 2022. Six bids were received and the contract was awarded on July 26, 2022 to Nash Construction Company in the amount of \$1,203,819.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by March 2023. Change Order No. 1 was processed to add concrete pop up repair at 11 locations.

Work has been completed on College, Brandywine, Louisiana, Mockingbird Lane, Mockingbird Court, Morren, Whispering Pines, Hollywood, Greenbriar, and Cypress. Popups at Alameda and 12th Avenue NE, Lindsey east of Classen, and Lindsey and Creekside Drive have been repaired. Severe cold shut the project down for a period in December.

TRANSIT AND PARKING DIVISION

Go Norman Transit Plan (City of Norman Transit Long Range Plan Update)

The Go Norman Transit Plan was approved by resolution by Council on June 22nd, 2021. On December 13, 2022 Council approved a resolution to alter transit bus service as recommended in the Plan. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:

- Staff continue to work closely with the architects to finalize renovation plans for the 320 E. Comanche St. property into a City Transit Center. The bid package, including additional and alternate options to be considered for cost saving purposes, was advertised December 8 and 15, 2022. A mandatory pre-bid meeting was conducted on December 20, 2022 at the site. Four bids were received at the bid opening on January 4, 2023. Staff are reviewing these options and anticipate bringing a contract to council on February 14 for consideration.

Vehicle Procurement

The City is currently in the process of purchasing 2 battery electric buses which were delivered on December 15 and 16, 2022, after staff visited the factory to perform final inspections. A trainer from the manufacturer was on site to train technicians, operators, and first responders between January 10-12, 2023, as final preparations are completed to bring these vehicles into service. On Tuesday, January 31, 2023, one of the electric buses was available for public viewing from 4-5:30pm at the Municipal Complex. Staff continue working with the manufacturer to ensure the City is completely satisfied with the vehicles before officially accepting them and putting them into service. Below is

background information on both battery electric bus projects:

- An authorization to purchase the City's first battery electric vehicle, a transit bus, was approved at Council's May 25, 2021 meeting. A purchase order was issued on May 27, 2021 to the manufacturer. Approximately 50% of the vehicle purchase price will be reimbursed through a grant received from Oklahoma Department of Environmental Quality through the Volkswagen Settlement Fund.
- An authorization to purchase the City's second battery electric transit bus was approved at Council's August 10, 2021 meeting. A purchase order was issued on August 13, 2021 to the manufacturer. Approximately 70% of the vehicle purchase price will be reimbursed through a grant received from the FTA's FY21 Low- or No-Emission Vehicle Program. The City's project was 1 of 49 projects selected in the nation.
- Council granted approval for additional funds to be allocated to both bus builds on December 14, 2021. These additional funds were used to add charge rails to the top of the busses so that in the future an overhead pantograph charging system could be utilized.

The City is currently in the process of purchasing 5 paratransit vans and staff anticipates receiving these vehicles in March-April 2023. Below is background on this purchase:

- On December 14, 2021 the City Council passed and adopted resolution R-2122-72 transferring \$346,703 from the Capital Fund Balance to be matched with \$122,812 available in the Public Transit and Parking Fund to be used to replace 5 paratransit vehicles in the Transit Fleet for a total of \$469,515. Due to ongoing supply chain issues the price of the vehicles had increased, however staff were able to identify additional FTA grant funding allocated to Norman to supplement the cost increase and decrease the amount of local match that was provided from the Public Transit and Parking Fund. Resolution R-2122-98 was approved by Council on March 8 transferring an additional \$149,454 (for a total cost of \$584,655) to cover the cost increase. FTA grant OK-2020-026 will be amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304.)

The City is currently in the process of purchasing 5 CNG 35' fixed route buses and staff anticipates receiving these vehicles in summer 2023. Staff visited the factory December 5-9, 2022, to perform the pre-production meeting. Below is background information on this purchase:

- Utilizing transit 5339 funds allocated from FY21 (grant number OK-2020-026), 1 35' CNG bus will be purchased. These were funds allocated to the Norman urbanized area by formula. In addition, on June 14, 2022 the City Council approved a contract with the Oklahoma Department of Transportation (ODOT) accept Surface Transportation Block Grant – Urbanized Area (STBG-UZA) funding for the purchase of 2 35' low-floor CNG transit buses. An Authorization to Purchase for these 3 buses was approved by Council on August 23, 2022. A purchase order was issued on September 14, 2022 to the manufacturer.
- Utilizing funds received from the FY22 FTA Low- or No-Emissions Vehicle Program, staff proposed to purchase 2 additional CNG 35' fixed route buses. Council approved a resolution accepting the grant and an authorization to purchase the buses on September 27, 2022. The purchase order for 2 buses was issued September 29, 2022.

Transit Monthly Performance Report

Attached is the transit performance report for December 2022.

Parking

As part of ongoing efforts to transition the City's parking infrastructure to a more modern system, four new Flowbird parking pay stations were installed around the County Courthouse. Working with the County, 49 coin only single space meters will be replaced by the pay stations, which match what the City has in other paid parking areas as well as on the University. Work is underway for the removal of the individual meters and the installation of signage that directs payment to the pay stations.

STREETS DIVISION

CAPITAL PROJECTS:

CASTLE ROCK ADDITION

Streets crews replaced damaged concrete panels on Castle Rock Addition. This repair required 64.50 cubic yards of concrete and resulted in over 261 square yards repaired.

SUNSET ADDITION

Streets crews replaced damaged concrete panels on Sunset Addition. This repair required 21 cubic yards of concrete and resulted in over 76 square yards repaired.

48TH AVENUE SE: LINDSEY STREET TO HIGHWAY 9

Streets crews worked an overlay at 48th Avenue SE: Lindsey Street to Highway 9 and required 2294.48 tons of asphalt for the repair.

FYE 2023 BRIDGE MAINTENANCE PROGRAM

Bridge maintenance bids were opened on July 21, 2022. One bid was received and the contract was awarded on August 23, 2022 to Cimarron Construction Company in the amount of \$424,424.00. The project consists of routine bridge maintenance activities including, but not limited to, removing sedimentation, removing debris, repairing guardrails, and stabilizing channel banks with riprap. The project should be completed by February 28, 2023

Work has been completed on the bridges located on East Alameda Street, 36th Avenue Northwest, 72nd Avenue Southeast, 156th Avenue Northeast, and Franklin Road (approx. 0.8 miles east of Indian Meridian Avenue), Stella Road, and Crossroads Boulevard.

ASPHALT OPERATIONS:

108th AVENUE NE AND ALAMEDA STREET

Streets crews worked an overlay at 108th Avenue NE and Alameda Street and required 94.77 tons of asphalt for the repair.

CONCRETE OPERATIONS:

1218 STEAMBOAT WAY

Streets crews replaced damaged concrete panels on 1218 Steamboat Way. This repair required 3.50 cubic yards of concrete and resulted in over 20 square yards repaired.

201 WOODCREST DRIVE

Streets crews replaced damaged concrete panels on 201 Woodcrest Drive. This repair required 14 cubic yards of concrete and resulted in over 56 square yards repaired.

513 ENID STREET

Streets crews replaced damaged concrete panels on 513 Enid Street. This repair required 2 cubic yards of concrete and resulted in over 4 square yards repaired.

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 4 tons of asphalt was utilized in routine pothole patching operations.

SNOW AND ICE OPERATIONS

Spread 226 tons of sand and salt mix and 58,250 gallons of brine mixture during snow and ice operations. 712 lane miles of salt, sand and brine.

STORMWATER

CAPITAL PROJECTS:

STORMWATER INLET REHABILITATION

Inlet Rehabilitation bids were opened on July 7, 2022. Two bids were received and the contract was awarded on August 9, 2022 to SAC Services Inc, in the amount of \$207,936.25. The project consists of removing brick and mortar inlets and replacing them with concrete inlets as well as replacing a 24" reinforced concrete line. The project should be completed by January 31, 2023.

Work has been completed on Hawk's Nest Drive, Oakhurst Avenue, Tarman Circle, and East Gray Street, Sundown Drive. The remaining locations are located on 48th Avenue Northwest and Foxborough Court.

WORK ORDER RESPONSE

Stormwater Division received 11 work order requests and closed 10 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew sealed several leaking joints along a pipe on Brookhaven Boulevard. The Maintenance crew also sealed a leaking stormwater pipe joint at the intersection of Bishop Drive and Astor Drive. The Infrastructure Maintenance crew finished a pipe replacement project at North Interstate Drive and Dove Crossing Drive. The crew repaired a leaking stormwater band at Cedar Lane Drive. The Infrastructure Maintenance crew checked 586 inlets and cleaned 136 inlets totaling .75 tons of debris removed in Ward 2.

CHANNEL MAINTENANCE

The Channel Maintenance crew finished a comprehensive cleaning of Merkle Channel in the vicinity of Big Lots. They were able to remove 130 tons of debris. The Channel Maintenance Crew removed an additional 3 tons of debris from Willow Grove channel, Woodcreek channel, and Hollywood flume.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 267 lane miles were swept in January resulting in the removal of approximately 92.6 tons of debris from various curb-lined streets throughout the city. The camera crew was able to video 2,230 linear feet of stormwater pipe at Jenkins Avenue and new construction on Alameda Drive. The crew checked 110 inlets and cleaned 55 inlets totaling .5 tons of debris removed in Ward 7.

STORMWATER OKIE LOCATES

During the month of January, 2345 Call 811 Okie Spots were received. Of those requests, 90 were stormwater pipe locates, 75 were marked, and 326 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 111 inspections of 102 active sites.
Issued 2 Notices of Violation to permitted cites
Issued 0 Earth Change Permits to new projects
Inspected 1 detention/retention ponds.

MS4 OPERATIONS

Received and responded to 18 citizen calls

On January 9 and 27, Ms. Chao met with the Bishop Creek Stakeholder group to discuss final revisions to the draft Bishop Creek Watershed Based Plan prior to submittal to EPA for review.

On January 18-23, Ms. Chao, Mr. Walters, Jennings, and Sheets facilitated the set-up and tear down for the Home and Garden Show in partnership with COSWA.

FLEET DIVISION

The Fleet Management Division Activity Report shows a comprehensive summary of the activity during the month, broken down into 3 subgroups: Fuel Report, Maintenance Report, and Productivity Report.

FUEL REPORT

Purchases: The Inventory fuel and Outside fuel purchases are added together for each category of fuel - Unleaded gasoline, Diesel fuel, and CNG.

Amount Sold: The amount of Inventory fuel and Outside fuel disbursed to city divisions are shown.

Price Per Gallon: For Inventory Purchases, each time a purchase is made the invoice information, such as quantity and total price is receipted into the Faster system. The Faster program then tallies the information

Monthly Progress Report

Public Works (January 2023)

and decides on a price-per-gallon for that purchase. The monthly high and the monthly low price-per-gallon for unleaded gasoline and diesel fuel are shown.

MAINTENANCE REPORT

Repair Parts Sold: This shows the amount of money spent on repair parts for vehicles during the month.

Tires Sold: This shows the amount of money spent on tires for city vehicles during the month.

Total Parts Sold: This is the sum of Repair Parts and Tires Sold added together.

Sublet Repairs: This is the amount spent on outside repairs during the month.

Road Calls: This is the amount of times Fleet was called out to retrieve/repair a vehicle.

Preventative Maintenance Services: This is the amount of times a vehicle failed to make the appointed preventative maintenance service and had to be rescheduled.

Total Work Orders: This is the amount of work orders for the entire month.

Year to Date Work Order Total: This is the amount of work orders for the entire year.

PRODUCTIVITY REPORT

Direct Labor Hours: Each mechanic's total direct labor hours are shown. Then the direct labor hours are tallied together. After that the total available hours are shown to assess productivity.

Productivity Goal: When mechanics are productive at 70%, meaning that 70% of their day was spent actually working on vehicles, the City of Norman is in equilibrium. We are able to use the money generated from their direct labor to pay wages, benefits and the utilities.

Actual Productivity: This is the average percent of all the mechanics' total productivity during the available working hours for the month.

January 2023
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2023 Associated Fees

Planning Commission/Dev Comm Review: This Month Last Month FY Total

*Norman Rural Cert of Survey... 0
 *Final Plats..... 0
 *Preliminary Plats..... 0
 *Short Form Plat..... 0
 *Center City Form Based Code.. 0
 *Concurrent Constr. Request..... 0

City Council Review:

Certificate of Survey..... 0
 Preliminary Plat..... 2
 Final Plats 0
 Certificate of Plat Correction..... 0
 Encroachment..... 0
 Easements..... 0
 Closure..... 0
 Release of Deferral..... 0

\$ -

Development Committee:

Final Plats..... 0

Fee-In-Lieu of Detention..... 0

\$0.00

Subtotal:

\$0.00

\$8,840.00

\$31,739.50

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 18
 ***Commercial..... 4
 Multi-Family..... 1
 Addition/Alteration..... 29
 House Moving..... 1
 Paving Only..... 5
 Storage Building..... 11
 Swimming Pool..... 6
 Storm Shelters..... 10
 Public Improvements..... 3
 Temporary Encroachments..... 0
 Fire Line Pits/Misc..... 0
 Franchise Utilities 4
 Other revenue
 Flood Plain (@\$100.00 each)..... 0

Total Permits.....

Grand Total.....

***Construction Plan Review Occurrences

****Punch Lists Prepared.....

\$0.00	\$0.00	
\$0.00	\$0.00	\$500.00
\$16,020.86	\$1,585.40	\$60,654.48
\$16,020.86	\$10,425.40	\$92,893.98
13	13	189
4	3	35

* All Final Plat review completed within ten days..... PI # 13

** All Single Family Permits were reviewed and completed within three days.....PI # 10

*** All Commercial Permits were reviewed and completed within seven days..... PI # 11

**** All Construction Plans were reviewed within ten days.....PI # 12

*****All Punch Lists prepared within one day of Final Inspection.....PI # 8

January 2023

**DEVELOPMENT COORDINATION,
ENGINEERING, AND PERMIT REVIEW**

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	18	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	4	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	13	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	1	100%



PERFORMANCE REPORT

Summary of Services Table: December 2022

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals.

EMBARC Norman Service Summary	ADP Dec FY23	FY23 YTD	FY22 YTD	Service Profile	Dec FY23	Dec FY22
Fixed Routes (M-F)	1,049	127,334	115,323	Weekdays	21	23
Fixed Routes (Sat)	516	11,517	9,215	Saturdays	5	3
PLUS (M-F)	76	11,105	10,039	Gamedays	0	0
-Zone 1*	65	9,324	7,931	Holidays	0****	1
-Zone 2**	11	1,781	2,108	Weather	5	0
PLUS (Sat)***	22	597	366	Fiscal YTD Days	154	154
				Cal. YTD Days	306	307

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

****12/25 was on a Sunday for 2022 and weekday service was provided on 12/26.

Strategic Performance Measures

MEASURE	FY 23 YTD	FY 23 Targets	
# of Norman fixed-route passenger trips provided	138,851	251,881	■
# of Norman paratransit trips provided	11,702	21,000	■
% of on-time Norman paratransit pick-ups	97.64%	98.58%	●
# of Norman bus passengers per service hour, cumulative	14.35	13.04	■
# of Norman bus passengers per day, average	904	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.01%	0.00%*	●
% of on-time fixed-route arrivals	75.30%	80.94%	△

*These targets are not being tracked in LFR but can be found in the KPI spreadsheet.

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

STREET DIVISION					
	FYE 2023 January 2023	FYE 2023 January 2023	Year to Date	Year to Date	FYE 2023
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	4.00		44.34		
Overlay/pave 10 miles per year.	1.00	10%	6.80	68%	100%
Replace 2,000 square yards of concrete pavement panels	397.00	20%	2,459.34	123%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	1.00	0%	153.25	36%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	15,289,714.00	121%	100%
Mow 148 miles of Rural Right-of-way three times per year	-	0%	963.00	217%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year		0%	-	0%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

STORMWATER DIVISION					
	FYE 2023 JANUARY, 2023	FYE 2023 JANUARY, 2023	Year to Date	Year to Date	FYE 2023
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	267.00	53%	2,701.00	45%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	686.00	7%	6,281.00	63%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	2,726,759.00	20%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Collect 60 tons annually of litter from rights of way in the urban & rural areas.	-	95%	-		95%
Permit all earth disturbing operations over 1 acre in size.	-	100%	17.00		95%
Permit all floodplain activities as appropriate.	-	0%	10.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines.	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	111.00	104%	975.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	1.00	0%	1.00		50%
Inspect stormwater outfalls.	-	0%	38.00		20%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

January 2023

IN GALLONS		FYE 2023	FUEL REPORT	
		<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps		18,017.00	18,970.00	25,366.02
Outside - sublet		1,032.00	502.00	3,930.82
TOTAL		19,049.00	19,472.00	29,296.84
TOTAL		<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption		19,537.71	21,561.90	25,519.62
				3,930.82

FYE 2023 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	143,140.56	149,799.38	220,413.75	40,439.00

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.92	Low	\$2.41	UNLEADED	High	\$2.93	Low	\$2.66
DIESEL	High	\$3.39	Low	\$2.89	DIESEL	High	\$3.29	Low	\$3.08
CNG	High	\$1.28	Low	\$1.28	CNG	High	\$2.10	Low	\$2.10

FASTER CONSUMABLE PARTS PURCHASED			PUBLIC CNG SALES	
REPAIR PARTS	\$83,090.89		Month Total Public CNG Sales	\$3,931
BATTERIES	\$3,403.55		FYE 2023 To Date Public Sales	\$80,974
OILS/FLUIDS	\$9,584.54		LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$22,068.07		Total Sold Gallons Life To Date	1,062,009
SUBLET REPAIRS	\$19,503.61		Total Gross Sales Life To Date	\$1,553,566
TOTAL SPENT ALL parts/sublet	\$137,650.66		Life To Date CNG Gas Gallon Equivalent	
			Total Public/City Through-Put CNG Gallons @ Statio	3,102,193

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	3	1	31
EMERGENCY ROAD CALLS	5	4	1	56
PM SERVICES	93	101	74	842
INCLEMENT WEATHER	0	0	0	2
WORK ORDERS	261	219	178	2,166
SCHEDULED REPAIRS	137	153	118	884
NON SCHEDULED REPAIRS	91	67	54	847

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	4	4	5	15
EMERGENCY ROAD CALLS	20	21	22	133
PM SERVICES	49	53	35	261
INCLEMENT WEATHER	2	0	0	0
WORK ORDERS	202	179	162	1,085
SCHEDULED REPAIRS	58	55	37	270
NON SCHEDULED REPAIRS	112	101	94	683

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	2	6
EMERGENCY ROAD CALLS	1	0	0	3
PM SERVICES	5	11	18	78
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	85	67	83	506
SCHEDULED REPAIRS	11	12	18	78
NON SCHEDULED REPAIRS	70	53	59	393

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	16	6	5	61
EMERGENCY ROAD CALLS	0	0	1	4
PM SERVICES	1	4	6	48
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	32	19	23	198
SCHEDULED REPAIRS	8	11	12	96
NON SCHEDULED REPAIRS	7	8	7	58

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	20	13	13	97
EMERGENCY ROAD CALLS	27	25	24	190
PM SERVICES	148	171	134	1120
INCLEMENT WEATHER	2	0	0	2
WORK ORDERS	589	496	459	3642
SCHEDULED REPAIRS	214	233	186	1261
NON SCHEDULED REPAIRS	284	234	219	1844

**FLEET MANAGEMENT
INVENTORY
January 2023**

FUEL

WESTWOOD GOLF	899.8	gallons	DIESEL	@	3.400	\$ 3,059.32
WESTWOOD GOLF	895.6	gallons	UNLEADED	@	2.570	\$ 2,301.69
NORTH BASE	5,854.6	gallons	UNLEADED	@	2.720	\$ 15,924.56
NORTH BASE	3,288.0	gallons	DIESEL	@	3.040	\$ 9,995.54
FIRE STATION #5	439.7	gallons	UNLEADED	@	2.930	\$ 1,288.41
FIRE STATION #5	44.7	gallons	DIESEL	@	3.290	\$ 147.06
FIRE STATION #6	221.2	gallons	UNLEADED	@	2.930	\$ 648.12
FIRE STATION #6	314.5	gallons	DIESEL	@	3.290	\$ 1,034.71
BULK TANKS	1,200.0	gallons	DIESEL	@	3.040	\$ 3,648.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	7,411.1	\$ 20,162.77
DIESEL	5,747.0	\$ 17,884.63

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

January FYE 2023

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed Late	Number of PMs Still to be Done	Current % PENDING	Year To Date Non-Compliance Trend
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
HUMAN RESOURCES						
HUMAN RESOURCES					0%	0%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	67%
PUBLIC WORKS						
ENGINEERING					0%	100%
STREETS	18	17		1	6%	8%
STORMWATER	3	2	1		0%	21%
TRAFFIC	5	5			0%	17%
STORMWATER QUALITY					0%	0%
FLEET	13	13			0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	5	2	1	2	40%	67%
POLICE ADMINISTRATION	1			1	100%	50%
POLICE STAFF SERVICES	5	3		2	40%	29%
POLICE CRIMINAL INVESTIGATIONS	5	5			0%	25%
POLICE PATROL	22	10	4	8	36%	40%
POLICE SPECIAL INVESTIGATIONS	1	1			0%	25%
POLICE EMERGENCY COMMUNICATIONS	1	1			0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING	1	1			0%	0%
FIRE PREVENTION	1		1		0%	100%
FIRE SUPPRESSION	2	2			0%	22%
FIRE DISASTER PREPAREDNESS	1		1		0%	100%
PARKS & RECREATION						
PARK MAINTENANCE	12	6	4	2	17%	37%
PARKS & RECREATION CUSTODIAL					0%	0%
FACILITY MAINTENANCE	1	1			0%	0%
PARKS FORESTRY					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	11	5	4	2	18%	48%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION					0%	0%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT	2	1		1	50%	75%
WATER PLANT WELLS	4	3	1		0%	25%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	16	13	3		0%	9%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
UTILITIES WRF						
WRF ADMIN	4	4			0%	20%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	5	4		1	20%	14%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	3	3			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	11	10	1		0%	46%
SANITATION COMMERCIAL	10	4	4	2	20%	70%
SANITATION TRANSFER	3	3			0%	22%
SANITATION COMPOST	1	1			0%	0%
SANITATION RECYCLE	4		4		0%	117%
SANITATION YARD WASTE	3	1	1	1	33%	22%
CITYWIDE TOTAL	174	121	30	23	13%	30%

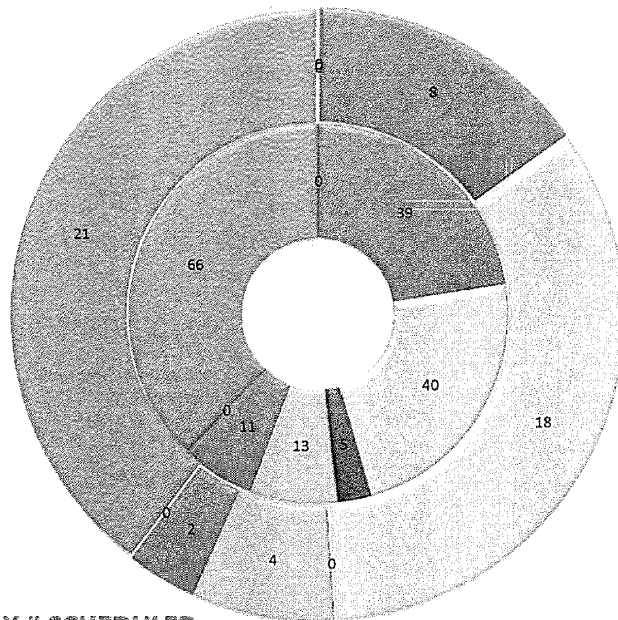
PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

January FYE 2023

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
POLICE										
1136	2010 Ford Crown Vic	Patrol	138566	137988	-578	miles	1/17/2023	Light Repair	PM-C	8/17/2022
1119	2019 Chevy Tahoe	Patrol	23651	23027	-624	miles	1/23/2023	Light Repair	PM-C	7/11/2022
1011	2011 Chevy Impala	Staff Services	74909	74679	-230	miles	1/27/2023	Light Repair	PM-C	5/17/2022
1174	2016 Ford Interceptor	Patrol	53712	53370	-342	miles	1/30/2023	Light Repair	PM-C	9/1/2022
1155	2016 Ford Interceptor	Patrol	84999	83871	-1128	miles	1/31/2023	Light Repair	PM-C	8/17/2022
PARKS										
0402	2007 Ford F150	Park Maintenance	135189	133613	-1576	miles	1/9/2023	Light Repair	PM-C	8/4/2022
PUBLIC WORKS										
645G	2021 Honda Generator	Traffic	2/1/2023	1/25/2023	-7	days	1/30/2023	Light Repair	PM-C	1/25/2022
UTILITIES										
0237	2018 Peterbilt Frontloader	Sanitation Commercial	10073	9775	-298	hours	1/17/2023	Heavy Repair	PM-C	8/30/2022
292T	2021 Titan Trailer	Sanitation Waste	2/1/2023	1/6/2023	-26	days	1/17/2023	Heavy Repair	PM-A	7/6/2022

PM Compliance Report December FYE 2023



INNER RING - MONTHLY # SCHEDULED
OUTER RING = MONTHLY # MISSED/LATE

- ☐ City Clerk
- ☐ Municipal Court
- ☐ Information Technology
- ☐ Human Resources
- ☐ Planning
- ☐ Public Works
- ☐ Police
- ☐ Fire
- ☐ Parks & Rec.
- ☐ PSST
- ☐ CDBG
- ☐ Utilities

Department	Scheduled	Missed/Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	0	0	0.0%
Public Works	39	8	20.5%
Police	40	18	45.0%
Fire	5	0	0.0%
Parks & Rec.	13	4	30.8%
PSST	11	2	18.2%
CDBG	0	0	0.0%
Utilities	66	21	31.8%
Citywide Total	174	53	30.5%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2023

January 2023

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	119.10	72%	91.6%	19.6%	
# 002	154.92	72%	110.5%	38.5%	
# 003	94.48	72%	72.7%	0.7%	
# 004	139.25	72%	107.1%	35.1%	
# 006	131.54	72%	86.1%	14.1%	
# 007	123.29	72%	94.8%	22.8%	
# 008	136.73	72%	97.0%	25.0%	
# 009	108.02	72%	75.5%	3.5%	
# 010	109.32	72%	84.1%	12.1%	
# 011	125.97	72%	82.7%	10.7%	
# 012	128.07	72%	98.5%	26.5%	
# 013	78.40	72%	54.8%	-17.2%	
# 018	120.15	72%	84.0%	12.0%	
# 021	116.55	72%	89.7%	17.7%	
# 031	146.39	72%	112.6%	40.6%	
# 037	110.04	72%	77.0%	5.0%	
# 038	112.19	72%	86.3%	14.3%	
# 040	131.60	72%	92.0%	20.0%	
# 042	50.11	72%	77.1%	5.1%	

DIRECT LABOR HOURS

2236.12

TOTAL AVAILABLE HOURS

2471.25

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

90.5%

CITY OF NORMAN
DEPARTMENT OF PUBLIC WORKS-TRAFFIC CONTROL DIVISION
MONTHLY PROGRESS REPORT

JANUARY 2023		PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
	Percentage		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%		110	110	100%	789	789	100%
Provide information requested by citizens within 7 days	95%		102	102	100%	776	776	100%
Complete traffic engineering studies within 45 days.	99%		2	2	100%	16	13	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%		27	27	100%	179	179	100%
Worker Hours Per Gallon of Paint Installed.	0.80		Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
			0	0	#DIV/0!	1268	400	0.32
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%		Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
			0.94	7	7.47	16.5	113	6.85
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%		Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
			14	14	100%	104	104	100%
Response to reports on traffic signal malfunctions within one hour.	99%		Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
			16	16	100%	160	160	100%
Response to reports of sign damage:	Percentage							
High Priority Stop or Yield Signs within one hour	99%		12	12	100%	44	44	100%
Lower Priority all other signs within one day	90%		17	17	100%	261	261	100%
Street Name Signs within two weeks	90%		16	16	100%	205	205	100%
Percent of work hours lost due to on the job injuries.	<.01%		Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
			3040	160	0.05	21272	921.5	0.04

UTILITIES

13

Monthly Report

January 2023

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 20%
- 1357 12th NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%

Staff has completed the Crest Court project. Staff has completed the 12th AVE NE project. Beaumont is underway and is anticipated to be complete in 120 days.

Water Line Breaks Total – 17 in January

Water Lines Hit by Contractors – (1) 1-inch

Sewer Line Data

- Total obstruction service requests - 29
- Private Plumbing: 25
- City Infrastructure: 4
- Sanitary Sewer Overflows: 2 on private side, 0 on city side

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.384 MGD
- Total Monthly flow: 42.904 MG

UTILITIES ENGINEERING:

Line Maintenance Building: Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. Contract K-2122-115 was approved by Council and the Architect and Contractor are working through the process with GMP expected in September 2022. Bid Opening was held on September 7, 2022. 61 bidders submitted bids across the 30 categories of construction work. The total of the Base Bid was approximately \$7.7 Million, including contingencies, insurance, allowances, and other project requirements. Special-use permits were approved by Council on September 27, 2022. Approval of the GMP was held on the October 11, 2022 Council docket. Aggregate Piers have been completed, and Utility work is still ongoing. Lines have been laid, but contractors are in the process of pressure and bacteriological testing. Change Orders 1-5 have been signed and approved. The engineer is in the process of redrawing the 12-inch Storm Drain with the appropriate bends needed and connection of the 6-inch to the 12-inch line will be pushed behind the HPP tower fence to stay out of the way of traffic and other Utilities near the new buildings. Project is still on schedule to be completed by November 2023.

As-Built Linking Project: Project is an engineering effort to develop a system for linking as-built records to a GIS interface to allow for staff to more efficiently find as-built records. Contract K-2021-72 was awarded to Meshek &

Associates on December 1, 2020. The project will allow users to click on a water or sanitary sewer asset in a GIS viewer which will then provide the as-built record document in a new window for viewing or downloading. Additional internal staff discussion was required to determine naming conventions for the consultant to use that would create a standardized system that could be used for this project and any future projects. As such, the project deadlines were set back a couple of months. All existing as-built information was provided to the consultant for their use. Pilot area information has been received and reviewed by staff. The effort required to complete the remainder of the project is more than the current contract amount. Staff will bring Council a proposed amendment for approval to complete the entire City.

Solar Arrays at WRF and WTP: Project will utilize areas in the vicinity of the Water Reclamation Facility and the Water Treatment Plant to install new solar arrays that will offset electrical use from the grid. This project moves the Utilities Department forward and closer to meeting the *Mayors Climate Protection Agreement* and the *Ready for 100* initiatives. This performance guaranty contract has requirements such that the City will be reimbursed if sufficient energy is not generated.

The WTP array was energized on August 2, 2022, and all work is complete except for punchlist items. For the WRF, all arrays are energized. Systems are operating and being monitored. Only minor site restoration and testing are required to complete the project.

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which fully consolidated all pilot study tasks including procurement/rental of treatment equipment for alternative treatment trains, temporary installation and eventual removal of all pilot study equipment into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. During June 2021, WRF staff was able to commence Phase I of the study with both trains operating as intended and a full sampling and testing regimen ongoing. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. Garver is currently compiling data and writing report. A draft copy of the engineering report was submitted for review in December 2022. NUA is currently reviewing. The draft report is lengthy and it is expected to require several months and multiple iterations of draft reports before the report is considered final and ready for formal submission to ODEQ. This will likely occur in late Spring 2023.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to \$700,000 that would pay up to 25% of all costs incurred on this project. Grant contract was approved by NUA and BOR and fully executed in September 2021, and remains active.

In early October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes \$209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 and 2023 for research and investigations and can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. A kick-off meeting for

the Green Infrastructure grant convened in early November 2021 and work (research and data gathering) is ongoing. Initial conclusions and recommendations are expected to be reached in early 2023.

In April 2022, NUA learned that a third grant associated with possible IPR from BOR had been authorized. The third grant was an applied science grant for \$148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data, weather and seasonal weather forecasts, and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and negotiations with the Consultant for the project, Garver, are ongoing. The Contract should be complete and submitted to the Norman Utilities Authority for approval in February 2023. Work will commence immediately upon approval.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Existing centrifuges are approaching the end of their useful lives, and, consequently, they need excessive maintenance, regular major repairs and increasing polymer feed rates to achieve necessary sludge quality. Moreover, poor service provided by manufacturer often results in extended downtime before necessary repairs are completed. NUA approved a Contract with Garver, LLC on December 8, 2020 to prepare a design to replace centrifuges, and design for this project commenced immediately thereafter. Throughout 2021, manufacturers of several different dewatering technologies ran demonstration tests that were observed by Garver, WRF and NUA Engineering staff, and WRF and NUA Engineering staff also made several site visits to wastewater treatment plants in the region to observe equipment by other manufacturers/technologies in operation. Based on these demonstrations and site visits, Garver issued a Final Version of the Preliminary Engineering Report in November 2021 recommending hydraulic drive centrifuges as the technology for this project. During winter and spring 2022, Garver and NUA met with representatives from most of the reputable centrifuge manufacturers in the industry to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, three (3) manufacturers have been approved for inclusion in the bidding documents.

Garver completed and submitted 60% design documents for review in August 2022, and a review meeting convened in September 2022. Garver will require approximately 2 months to finalize documents for bidding, address comments, and obtain permits from ODEQ. This should allow for advertising project for bid in April 2023. Project would then be Awarded in May 2023 with Notice to Proceed issued in June 2023. The critical path for the project will run through the delivery of the new centrifuges. Assuming they can be delivered in a reasonable time frame, project should be complete by March 31, 2024.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF New Maintenance Building (WW0318) and WRF Main Control Building Renovation (WW0325): - These two projects are being designed under a single design contract and are anticipated to be bid as a single project, so they will be updated as a single project as well. Due to plant improvements projects over the past two decades, space formerly used for spare part storage and maintenance work has gradually been incorporated into plant operations space, leaving a shortage of viable storage and work space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities to offset space lost in existing facilities since the main building was commissioned.

The Main Control Building at the WRF was constructed in 1982 and, while some building systems have been replaced and/or upgraded since then, many of the original interior and exterior finishes and fixtures as well as the main laboratory have not been replaced, updated, or renovated since original construction and are now nearing the end of their useful lives. Project WW0325 will renovate existing building and update layout and building systems as well as expand and renovate the laboratory to meet current standards.

Greeley Hansen was selected as the Architect for these two projects, and their Contract was approved on June 8, 2021. A design kickoff meeting convened in late June 2021. Greeley Hansen submitted a draft Preliminary Engineering Report (PER) in November 2021 and, after a review meeting later in November 2021, they submitted a final PER in late January 2022.

In March 2022, NUA decided to defer construction of this project for one fiscal year to FY 2023 for budgetary reasons. For this reason, while Construction Manager at Risk (CMAr) was originally being considered as the project delivery method, the project will instead be delivered by a traditional Design/Bid/Build method with Greeley Hansen completing a bid-ready final design during the remainder of 2022 but project will not bid until Spring 2023.

During August 2022, Greeley Hansen submitted 95% design documents. At time of submittal, it was agreed that a design review meeting would convene in February/March 2023 so that all comments and corrections noted can be addressed at one time just prior to advertisement, which was then projected to occur in May 2023. Since that time, the decision has been made to defer construction of this project until fiscal year 2024/25. For this reason, bidding documents will be finalized in time to advertise in May 2024. Bids would then be opened in June 2024, and Contracts Awarded at the first Council Meeting in July 2024. Construction would then take one calendar year to June 2025.

Engineer: Greeley and Hansen LLC (Ana Stagg)

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Additional survey work has been completed and the revised alignment does not appear to have any conflicts or issues that would prohibit its construction. Staff is currently reviewing revised 100 percent plans and will submit permits January 2023.

Engineer: PEC, Inc. (Chris Grizer)

Class A Sludge / Co-Composting (WW0312): This Project includes evaluation of biosolids co-composting via the windrow method to achieve Class A Biosolids for the Norman Utilities Authority (Owner) in Norman, Oklahoma. An evaluation of sites near the Water Reclamation Facility (WRF) will be evaluated as well. This scope of services also includes modification and update to Norman Water Reclamation Facility's existing Sludge Management Plan. Technologies were screened and Windrow Composting was determined by the Engineer to be the best alternative due to capital cost and operational familiarity considerations. The project was put on hold pending further discussions with landowners for land application of bio-solids that is a lower cost option than co-composting.

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution. To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design was budgeted for FYE19 and construction was budgeted for FYE20. This project is not a high priority for service reliability and has been deferred due to funding availability.

Engineer: Olsson, Inc. (Kevin Rood)

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet of deteriorated sewer lines with High Density Polyethylene (HDPE) pipe and rehabilitate or replace about 108 manholes. Project area is bounded by Westbrook Terrace to the north, McGee to the west, Highway 9 to the south and Berry Road to the east.

Engineer: Staff with assistance from Lemke Surveying

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by W Lindsey St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress.

Engineer: Staff with assistance from local surveyor

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff has placed this project on hold as they work through new Comp Plan and the outcome effects of a possible turnpike.

Bishop Creek Interceptor Project (WW0174): Project will replace or parallel approximately 20,600 feet of existing sewer interceptors in the Bishop Creek wastewater basin to accommodate the full build-out wastewater flows. The project area generally lies between Highway 9 and Constitution and between Jenkins and Classen Boulevard. Staff will soon prepare an RFP to select design consultant for this and other water/sewer projects.

WATER PROJECTS:

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36th Avenue NE and Robinson Street intersection where it will combine with the line coming from well 5. An existing 12-inch waterline will then be converted to a non-potable line as it moves west on Robinson Street before it combines with well 6 and the distribution system at the WTP. In addition, two bores consisting of approximately 260 linear feet of 8-inch and 6-inch waterline under Robinson Street will be required to connect the neighborhoods on the north side of Robinson Street with the existing high pressure line on the south side of Robinson Street. An existing 10-inch waterline and old 24-inch concrete line at the WTP will be abandoned as part of this project. As part of a previous project, Freese and Nichols, Inc. recently designed the project to extend water transmission lines from the WTP to 24th Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021. An Invitation to Bid was Published in the Norman Transcript on November 3, 2022 with a Pre-Bid Meeting held on November 18, 2022. A Bid Opening was held on December 1, 2022. Three contractors submitted bids ranging from \$584,950.00-\$748,235.00. The low bidder was Cimarron Construction Co. at \$584,950.00, which is over the Engineer's Estimate of \$548,939.00. The contract with Cimarron Construction Co. was approved by Council on January 10, 2023. A pre-Construction meeting was held on

January 24, 2023 with a start date of January 30, 2023. The Contractor is in the process of obtaining all submittals and uploading to FNI Manager (Freese and Nichols' program for project management) before starting construction.

Engineer: Freese and Nichols, Inc. (Clay Herndon)

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water master plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of \$95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Public Works will be combining the waterline work into the ODOT streetscape project. This will save money in restoration costs and allow for a shorter construction period for the entire project. Public Works is reviewing the current waterline plans before sending to engineers for revisions. Final plans, bidding, and construction dates will be determined based on the schedule for the rest of the project.

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Total bids for construction ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021. Construction began November 3, 2021 and will continue for 330 calendar days. The James Garner waterline between Acres and Robinson was added onto the contract for this project in February, with an additional 75 days added onto the project and a revised contract amount of \$3,325,518.50. All lines for the project have been installed. The Contractor is currently working on finishing pavement repair and punch list items.

Engineer: CP&Y, Inc. (John Levitt/John Gjendem/Richard Taylor)

Well Field Blending and Future Groundwater Treatment Site (WA0214):

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL₂) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August

2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. Two well mixes were used consisting of 10 wells each. Results were recently obtained from the outside labs and compiled into a spreadsheet with in-house data. No DBPs were detected and demand was very low, as expected. A preliminary layout was recently received and comments and edits were sent to the Engineers for revisions to be made before compiling into an Engineering Report.

Site Evaluation Engineer: Carollo Engineering, Inc. (Tom Crowley & Rebecca Poole)
Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)
Disinfection System Engineer: Plummer Associates (Alan Swartz)

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. A kick-off meeting was held February 15, 2022 after 60% streetscape plans were completed. Funding for the streetscape work will be determined in March, which will determine when the waterline project needs to begin. The waterline will need to be completed before the roadway work begins. 65% plans were recently received. Staff is in the process of reviewing and providing comments.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff received final design plans and sent an invitation to bid to the *Norman Transcript* for publication on December 23, 2021 and December 30, 2021. A mandatory pre-bid was held on January 4, 2022 and the bid opening will be held on January 20, 2022. Bids were opened on February 3, 2022 and four contractors submitted bids. Cimarron Construction Company, LLC submitted the lowest and best bid for the Base Bid and Alternate B at \$2,039,328. The Contract and Bonds were signed and approved by Council on February 22, 2022. A kick-off meeting was held on March 4, 2022. City staff and the Engineer are in the process of reviewing submittals provided by the Contractor. The Engineer is also working on getting a final conformed set of plans together showing the alternate bid that was awarded. Construction start date for the Notice-to-Proceed was March 14, 2022. Rather than a number of days for construction completion, this project has an end date for construction of July 15, 2022. This is to ensure the waterline work is finished prior to the streetscape work. Work began on March 14, 2022. A final change order and pay app was approved by Council on November 22, 2022. As-builts were recently received from the Engineer who noticed the new waterline conflicted with a few future light poles and future storm drain that will be constructed by Public Works. Adjustments will be made to the light pole design by Public Works. Line Maintenance will pothole and take accurate elevations of the line in conflict with the storm drain and will add the necessary bends to provide a 4-foot separation.

Engineer: Garver Engineering (Bret Cabiness/Sean Price)

Water Treatment Plant Carbon Dioxide Tank Replacement (WA0374):

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its scaling and corrosivity potential, so a new tank is necessary. This project will involve removal of the existing 30-ton carbon dioxide tank at the water treatment plant, complete installation of new tank 30-ton tank of correct make and model

specified or approved equal, demonstrating correct operation and dosages both manually and remotely, and training water treatment staff on operation and maintenance. Staff awarded the removal and installation to Wynn Construction Co. for \$75,000. Staff awarded the purchase and delivery of the tank to Tomco Systems in the amount of \$228,975 in December 2021. The purchase authorization was approved by Council on January 18, 2022. Tomco moved forward with ordering the tank on April 25, 2022. The new tank was shipped on September 28, 2022 and it was delivered to the WTP on October 3, 2022. The apparatus on top of the tanks has been leaking since installation. It was installed for the tank and the threads did not fit properly. So, a new apparatus arrived to plant on January 24, 2023. Replacement and shut down of the plant occurred on January 26, 2023. Tomco informed staff that this new apparatus was quality control checked against the appropriate pressure. However, Tomco staff noticed one of the heating elements was not working properly during installation of the new apparatus. A 1-year mechanical warranty is required for this tank and Tomco was notified that they need to provide replacement of this as well. The new apparatus is working properly without any leaks. Staff is also still in the process of having conversations about compensation for some of the waste product from the second shutdown.

Water Treatment Plant Clarifier 1 and 2 Rehabilitation (WA0375):

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and repainting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. A final Technical Memo was received in June 2022 which explained the most necessary repairs needed on clarifiers 1 and 2 are structural and electrical elements. To repair these elements only, the cost would be about \$551,096. In addition, alternates were provided for additional repair/replacements that aren't as dire. Alternate 1 consists of structural and electrical repairs in addition to metal repairs and recoating. Alternate 2 consists of structural and electrical repairs in addition to replacing both clarifiers with new carbon steel tanks. Alternate 3 consists of structural and electrical repairs in addition to replacing both clarifiers with stainless steel tanks. Cost for these alternates are \$2,306,254, \$2,742,868, and \$2,887,684, respectively. Life cycle costs decrease with each alternate. In addition, repairs and recoating to clarifier 3 were included at a cost of \$502,695. WTP staff are reviewing what they would like to do moving forward based on funding and timeline.

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021.

Engineer: SRB (Marc Long)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC (now part of Garver) was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. Due to the project's close proximity to campus, the design process included public input from University of Oklahoma (OU), OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to

divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019, and Phase II was originally scheduled for the summer of 2020.

Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020.

In March 2020, 2021, and 2022, Phase II was delayed until Spring of 2021, 2022, and 2023, respectively. Although there remains a chance this project can be deferred again for budgetary reasons, at this time, the project is expected to proceed this fiscal year. Engineer has been advised that the current schedule is to advertise in early March, and they are proceeding accordingly. If this schedule is maintained, bids will be opened in late March 2023 and contract awarded no later than mid-April 2023. This will give Contractor 4 to 6 weeks to obtain materials and prepare for mobilization when Notice to Proceed is issued immediately upon the end of OU's spring 2023 semester, on May 14, 2023. Assuming this schedule is maintained, it is anticipated that construction would continue through summer and major work would be completed before the start of the fall semester in late August 2023.

Engineer: Garver/Cabbiness Engineering, LLC (Sean Price)

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The contract was approved by NUA on November 26, 2019, and project kickoff meeting was held January 14th, 2020. On May 6, 2020, a preliminary plan review meeting convened with NUA and Jacobs staff in attendance, and updated preliminary plans were approved in August 2020. In February 2021, 65% plans and specifications were submitted, and, after review by NUA and additional investigations by Jacobs, the 65% plans were approved in late 2021 with a revised alignment that included 900 LF of pipeline being installed in the southernmost traffic lane of E. Robinson Avenue.

Two of the major easements required for the project must be purchased from the United States' Department of Veterans Affairs (VA) and J.D. McCarty (McCarty) who both own large properties fronting on the south of side of E. Robinson Avenue properties. VA and McCarty are also two of the large property owners in Norman who have multiple meters that NUA would like to replace with a single master meter. If/when negotiations for easement purchase from each commences, NUA intends to negotiate master meter agreements concurrently and incorporate the meter replacement work into this project.

During April 2022, the decision was made to defer construction on this project until Fiscal Year 2023/24. From that point, final design work and easement acquisition was scheduled at a pace intending to sync completion of final design, permit application/receipt, and all easement purchases with a scheduled advertisement date of early May 2023. However, while preparing easement documents during Summer 2022, Jacobs determined that there was a potential issue with the portion of their alignment that was intended to be in easements on property owned by the United States Department of Veterans Affairs (VA) and J.D. McCarty (McCarty). There are apparently existing easements owned by Oklahoma Gas & Electric (OG&E) on both properties covering a portion of the area that Jacobs intended to use for their current alignment for this project. Realignment line further south to completely avoid the easements would also likely require additional survey work, and, thus, added cost. For this reason and since there are no apparent buried facilities in this OG&E easement and since overhead facilities are sufficiently separated from the current alignment to not be an issue, NUA began discussions with OG&E to determine if encroachment on their existing easement was feasible. In December 2022, OG&E furnished authorization to encroach on their easements on the VA and McCarty properties. As a result, Jacobs is now able to proceed with acquisition of remaining easements and finalizing design for bid.

As noted above, two of the easements required for the project must be purchased from the VA and McCarty who both own large properties fronting on the south of side of E. Robinson Avenue. VA and McCarty are also two of the large property owners in Norman who have multiple meters that NUA would like to replace with a single master meter. Now that negotiations for these two easements can begin again, NUA will work to negotiate master meter agreements concurrently with Jacobs' easement negotiations and incorporate the meter replacement work into this project.

Assuming project is not deferred again for budgetary reasons, project is expected to advertise as soon as easements can be completed. Finalizing easements and master meter agreements and obtaining permits is likely continue until July 2023 with project advertising for bidders immediately thereafter. Construction would then commence in September 2023. Project completion is then projected for September 2024.

Engineer: Jacobs Engineering (Arun Srinivasan)

Lindsey Water Tower Rehabilitation and Non-Potable Water Expansion Study - Lindsey Tower was decommissioned several years ago because it is not high enough to act as viable potable water system storage at current system operating pressures. Recently the coatings on the tower have begun to show signs of deterioration. For this reason, Dunham Engineering evaluated the condition of the tank in the Fall of 2020, and they determined that the underlying steel was in good condition and the tank could be repainted and recommissioned for many years of additional service if needed. In July 2021, NUA requested that Dunham provide a proposed scope and fee for Lindsey Water Tower rehabilitation. Dunham submitted their proposed scope and fee in early October 2021. Scope and fees were negotiated. However, before submitting Contract for City Council approval, NUA will await outcome of ongoing study being performed by Plummer Engineering, which is described in the following paragraphs and will directly impact future usage, if any, for Lindsey Tank.

In October 2021, NUA requested that Plummer Engineering furnish a proposed scope and fee to analyze the possibility of extending a non-potable reuse system from the Norman Water Reclamation Facility (WRF) to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's 2060 Strategic Water Supply Plan. This reuse system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer has also been directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for the new nonpotable system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. Work on the study is ongoing and draft results are expected in January 2023. A final report and permitting meeting with ODEQ would then occur in February 2023.

Assuming the Plummer study affirms repurposing Lindsey Tower as dedicated non-potable storage, a Contract for Dunham to prepare bidding documents for, and to inspect construction of, rehabilitation work on Lindsey Tower would be submitted to Council in February 2023, and, upon approval, Bidding Documents would then be completed and project advertised, bids opened and contracts awarded in late spring of 2023, which would allow for rehabilitation work, including possible abatement work if Dunham determines that existing coatings on tank contain lead-based paint, to be scheduled during Summer 2023 after the end of the Spring 2023 at University of Oklahoma (campus is adjacent to tank) and before the start of the Fall 2023 session.

If Plummer's report does not recommend repurposing Lindsey Tank for non-potable storage, tank may be further evaluated to determine if it can be recommissioned and viably used for potable water storage. Depending on the outcome of this final evaluation, there is a range of possibilities for the future of Lindsey Tank. If no viable use can be found for Lindsey Tower at that point, it may be recommended for demolition. If it is determined that construction of additional infrastructure (for example a booster pump station) could again make Lindsey Tower viable as potable water storage, both from a financial perspective and an engineering perspective, it could be part of a future project that combines rehabilitation of Lindsey Tower with construction of the identified new infrastructure that would see the rehabilitated tower returned to service upon completion of construction.

Engineer: Dunham Engineering for Lindsey Tower (Joe Seiter) and Plummer (Dexter May) for Non-potable Water System Study.

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the

generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a \$500,000 grant under the Watersmart program or a \$2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals have been received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway.

Consultant: E Source (Alyssa Pourciau)

FYE15 Water Wells and Supply Lines/Wellfield - Carollo and staff held a coordination meeting with ACOG the morning of July 18th and also held a kickoff meeting the afternoon of July 18, 2016. ACOG prepared a map showing potential thick sands that will be targeted for future wells. Carollo used this information along with GIS data and composed a more robust map to better define future well locations to pursue. Additionally, it was decided to stay with ½ mile spacing so that maximum yields can be achieved. Carollo received modeling information from APAI which allowed them to proceed with optimizing the best well sites based on proposed groundwater treatment plant sites. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo performed an optimization model and 20 of the 45 well sites stand out as sites to begin with. Carollo and staff prepared an addendum to their contract and it was approved by NUA 2/13/18. The next step is to approach land owners to negotiate test well sites. A Frequently Asked Questions sheet has been drafted and will be utilized with potential well site land owners. Test wells are expected to begin in September 2018. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements for potential well sites. Approximately 8 landowners are interested and staff is moving forward with securing documents for 5 of them. Well Construction bids were opened and read aloud October 18, 2018. Layne Christiansen was low bidder and a contract in the amount of \$4,714,421.72 was approved November 27, 2018 at NUA meeting. Held kick off meeting January 23, 2019 and again met February 27, 2019.

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is complete and all wells are ready for pumping. Contractor finalized disinfection on well house lines and are in the final clean up stages. Project is substantially complete and final payment was pending final re-development of Park Well. Park Well is now operational and Consultant and Contractor are finalizing final change order and close out payments for project. Final Pay App and Final Acceptance of Project will go to Council in March 2023.

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults.

These two large property owners with whom easement agreements must be negotiated, are also customers with multiple meters with whom NUA intends to negotiate an agreement on master metering. The current intent is to negotiate both easement purchase and master metering agreement concurrently and to incorporate master meter installation for both into this project. Staff will continue to work on obtaining these agreements. In addition, staff is evaluating meter locations at the USPS with in-house forces.

SANITATION CAPITAL PROJECTS:

Compost Facility Scale House (SA0019):

This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to \$39,000. The engineer requested an increase of \$4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process.

Engineer: TriCore Group, LLC (Greg Vance)

Transfer Station Renovations (SA005):

The Transfer Station has several elements that have deteriorated since its installation in 2008 due to its heavy use. This project will repair the Transfer Station floor install fire suppression system, truck parking area, and improvements to the building exterior. Repair of the floor and installation of the fire suppression system will be expedited and the Transfer Station will be required to stay in operation during the entire construction. Request for Qualifications were sent on September 29, 2022 and an optional on-site meeting was held on October 11, 2022. Qualifications were due Thursday, October 20, 2022 and one firm submitted qualifications. Staff approved the qualifications submitted by Parkhill Engineering after reviewing their qualifications. A scope was received by Parkhill on December 19, 2022. Staff is still reviewing before Council approval.

New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because it is not laid out in a way that would allow renovations to create a more efficient workspace, a new facility must be constructed. On January 12, 2021, Norman Municipal Utilities Authority (NMUA) approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. TMP completed Design Development level plans and specifications in April 2021 and final plans and specifications in January 2022.

Project was advertised on February 10 and 17, 2022 and bids were be opened on March 3, 2022. Crossland Construction Company (Crossland) was deemed the lowest and best responsible bidder and a contract was awarded to them on April 26, 2022. Construction work commenced on April 29, 2022.

During January 2023, Crossland completed roofing and exterior windows (both of which were delayed due to supply chain issues). All utilities have been placed into service, HVAC system is now operational, and interior finishing work is ongoing. In addition, Trans-Tel (under direct Purchase Order issued by City of Norman) has completed running fiber optic cable for building, and Purchase Order for door locks and security (Convergint) was issued in January 2023. Purchase Orders for furniture (from various vendors with statewide contracts) should be issued in February 2023. Crossland, tentatively, hopes to be ready to schedule a punchlist inspection by the end of February 2023. If Crossland can meet this tentative schedule, punchlist work should be complete and building should be ready for occupancy in April 2023.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

Truck Wash Facility (SA0015)/ Container Maintenance Facility (SA0009) / Household Hazardous Waste Facility (SA0012): Project will provide an automated truck wash facility at the sanitation storage yard north of the WRF and will provide a new enlarged maintenance, and regulatory compliant welding and painting facility for solid waste collection containers. The Truck Wash Facility will be available to all City vehicles, but designed primarily for large equipment. For the container maintenance facility, the proposed location is adjacent to the Truck Wash Facility to allow for efficient operations by staff. Upon learning of the potential bus wash facility to be constructed at the North Base Campus, Utilities and Public Works have begun coordination of the facilities and the potential to combine efforts into facility capable of meeting needs for both departments and the City.

A Household Hazardous Waste Facility will also be included within this project. This Facility is necessary to allow for City residents a timely disposal option for household wastes that cannot be disposed using their normal polycart service. Currently, an annual collection day is held for City residents to dispose of their items but this has proven to be challenging in recent years.

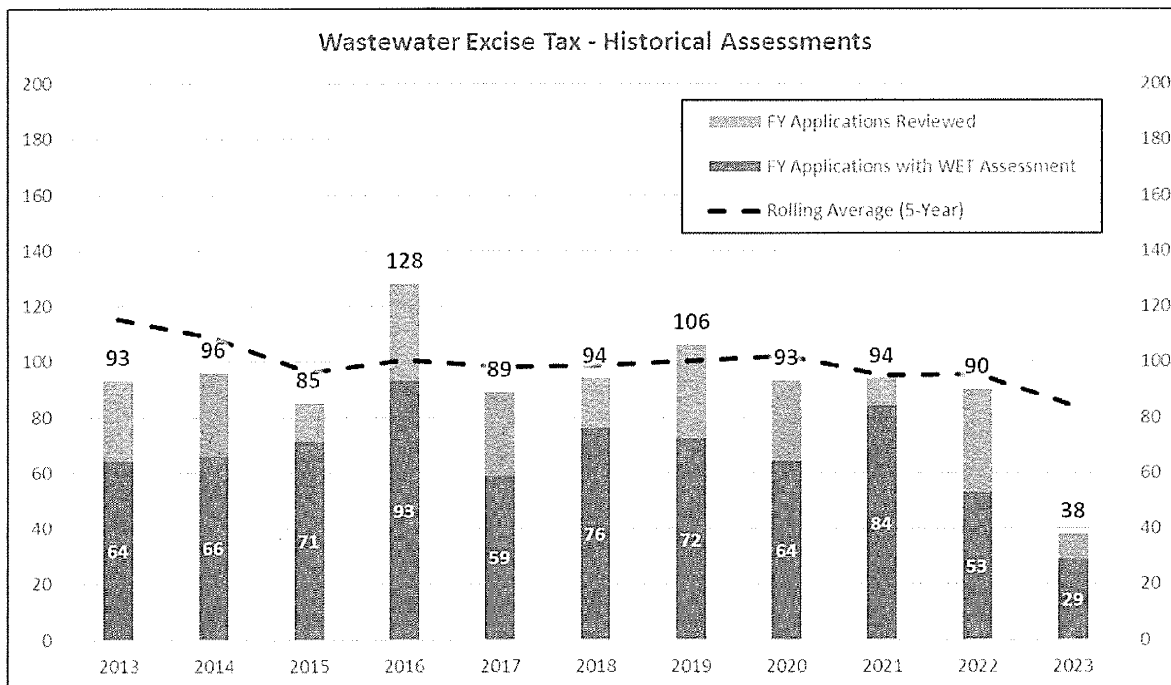
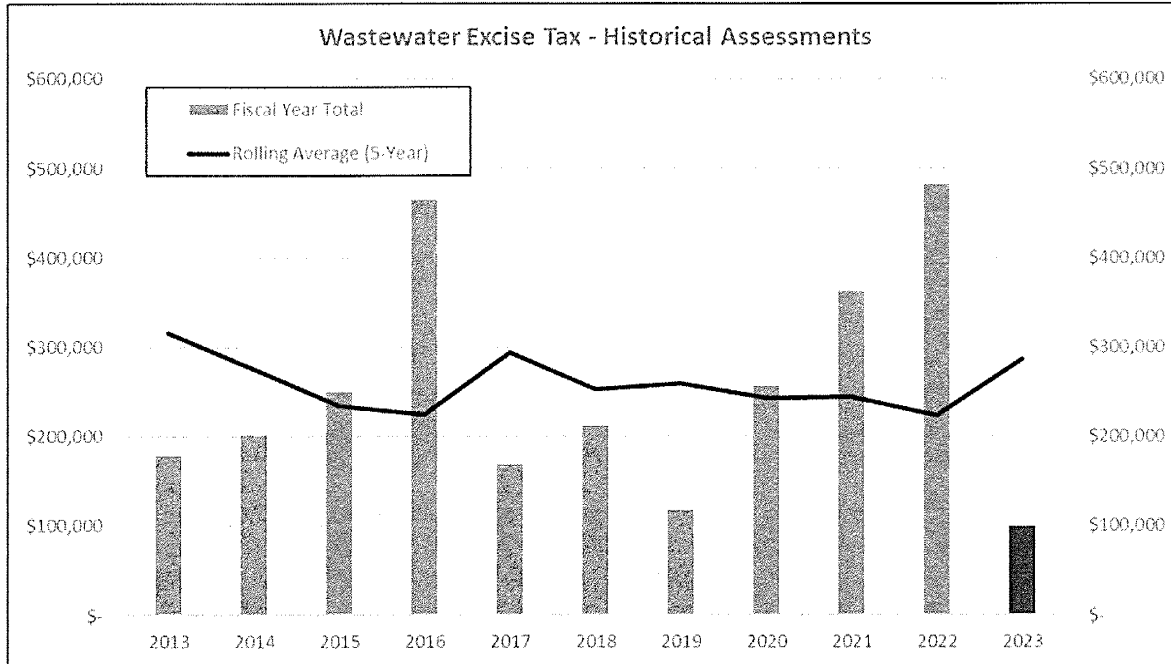
Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household Hazardous Waste and Container Maintenance facilities and entry drive modifications to the Transfer Station facility to improve accessibility and safety for vehicles entering and leaving the facility.

The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. The Household Hazardous Waste building is complete and the ribbon cutting was held on February 1, 2022. All finals have been obtained for the Container Maintenance building and the Certificate of Occupancy should be issued in February. Both projects are complete and in operation. All work is complete. Staff will have the final acceptance on the first docket in February.

Architect: Studio Architects, LLC (George Winters)

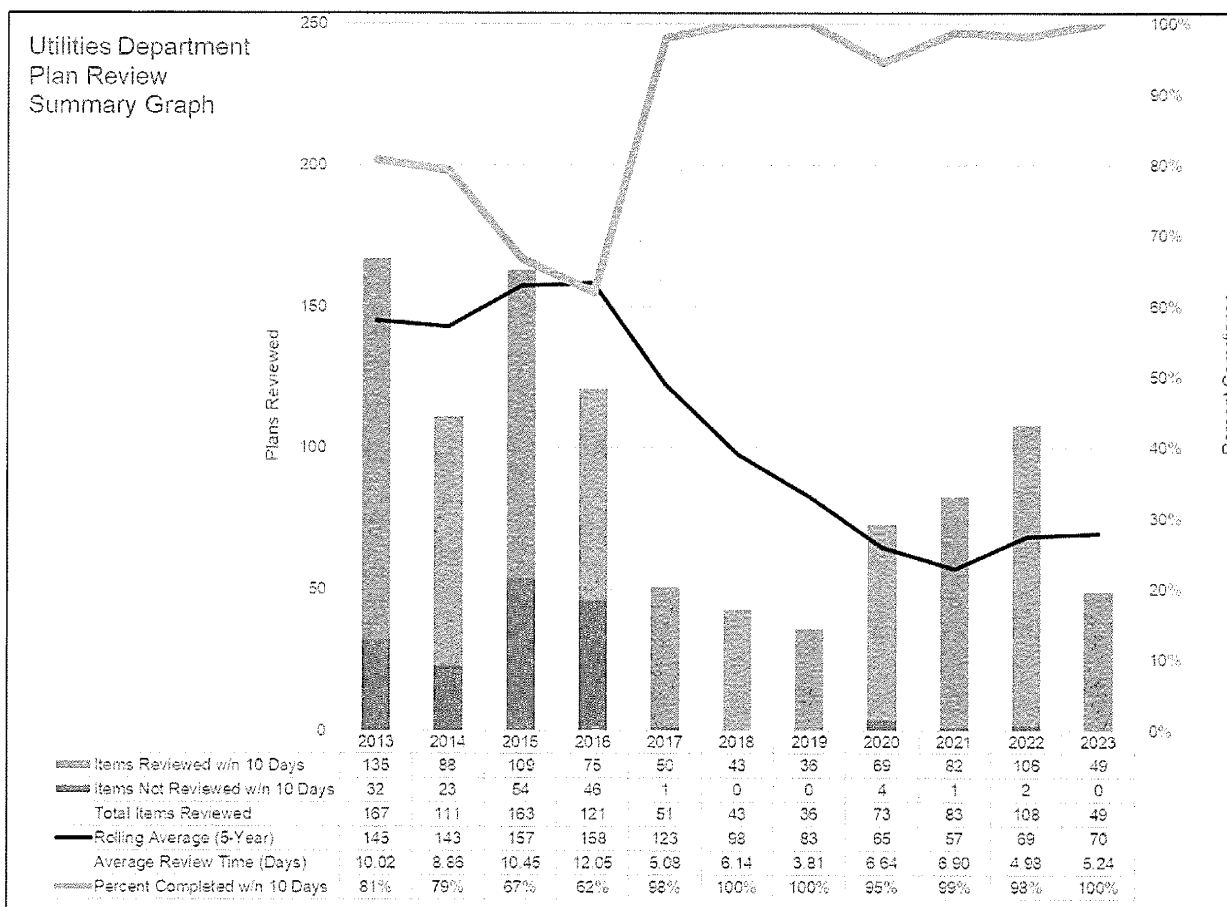
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 3 commercial entities last month. Of the 3 applications, 3 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 38 commercial properties were reviewed and a total of \$99,605.19 was assessed to the 29 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Seven plan sets were reviewed this past month. Staff has reviewed 49 plans for the current fiscal year with an average review time of 5.24 days and with 100 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at

end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.

7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

1 Water Well Permits (23-234) was issued for the month of January.

January 2023
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT

INSPECTIONS		
Fats, oil and grease (FOG) program	January	Year to date
	26	357
Food license approval	3	25
Significant Industrial Users	0	22
Total inspections	29	404

ROUTINE ACTIVITIES		
Significant Industrial User sites sampled	January	Year to date
	1	18
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	100%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	100%	100%
HHWF: cars served	50	891
Pounds of Material Collected	3751	67,542.5
E-waste: cars served	0	662
Pounds of Material Collected	0	42,516
Total HHW cars served	50	1553
Total HHW Pounds of Material Collected	3,751.0	110,058.5

REVENUE		
FOG Program	January	Year to date
	\$5,200.00	\$12,800.00
Surcharge	\$2,780.97	\$28,229.17
Lab Analysis Recovery	\$0.00	\$2,659.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$7,980.97	\$43,688.17

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

- 1 Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
- 2 Facilitated Yard by Yard, Composting and Recycling Education Information
- 3 Coordinating with Cleveland County Conservation District for Yard by Yard participation.
- 4 Subcommittees are researching implementation of the US Mayors' Climate Protection Agreement.
- 5 Preparing for Water's Worth It Poster Contest and Green Norman Eco Month activities
- 6 Coordinating with Sanitation and Environmental Services for landscaping at Sanitation

MISCELLANEOUS ACTIVITIES

- 1 Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
- 2 Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
- 3 Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
- 4 Acts as President of LTWA providing support including agenda setting, issue research and collaboration
- 5 Participates on LTWA Education and Outreach Subcommittee
- 6 Participate in Lake Thunderbird TMDL, IPR Treatment Wetlands internal and external team meetings
- 7 Coordinating SW permitting (State and local) for WRF Solar project, Compost facility, HHW facility
- 8 As of December 31, 2022 approximately 239,800 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 23 as a result of the FOG program.
- 9 Completed required annual Table II & III influent and effluent sampling event for January 23-25, 2023.
- 10 Continued coordination with Fleet, Legal and Transit/Parking for EV Charging Station Ordinance
- 11 Project manager for EV Charging Station installation at City Hall
- 12 Planning and coordinating for Naturizer property for bees, an Eagle Scout project and other exciting things
- 13 Coordinating collection of BMP ideas to help mitigate any potential damage from future road construction
- 14 Began working with C2C: Clean Energy to Communities cohort on how to decarbonize our community.
- 15 Coordinating and Leading Parks and Rec and Stormwater with respect to the Earth Day Festival
- 16 Coordinating fifth annual Artful Inlets installation
- 17 Coordinating with OU student as intern to help with GHG emission inventory update
- 18 Coordinating with ODOT on Monarch habitat BMPs as part of the Monarch Highway
- 19 Coordinating with Sanitation to install native and demonstration landscaping and more
- 20 ODEQ Pretreatment compliance Inspection completed on January 25, 2023.
- 21 Sampled Chasm Specialty Products. This completes City of Norman required sampling for 2023.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2023		FYE 2022	
January 2023	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	4	13	1	8
Property Owner Responsibility	25	149	23	116
TOTAL	29	162	24	124
Number of Feet of Sewer Cleaned:				
Cleaned	61,825	642,894	56,195	760,616
Rodded	1,880	25,235	1,610	21,557
Foamed	0	77,154	0	74,476
SL-RAT	0	0	5,509	5,509
TOTAL	63,705	745,283	63,314	862,158
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	1	3	0	0
Obstruction	1	3	0	3
Private	0	3	2	8
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	2	9	2	11
Feet of Sewer Lines Televised	17,963	139,263	6,061	153,218
Locates Completed	287	2,599	300	1,835
Manholes:				
Inspected	858	8,354	863	6,808
New	3	3	0	0
Raised	0	11	0	0
Repaired	2	16	0	0
Feet of Sewer Lines Replaced/Repaired	24.00	61.50	2	51
Hours Worked at Lift Station	36.54	566.44	94	648
Hours Worked for Other Departments	3.58	18.50	0.00	230.25
OJI's	0	2	0	1
Square Feet of Concrete	0	81	0	0
Average Response Time (Minutes)	26.50	28.16	26.40	26.15
Number of Claims	0.00	0.00	0.00	0.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2023		FYE 2022	
January 2023	MONTH	YTD	MONTH	YTD
New Meter Sets:	19	181	55	311
Number Short Sets	17	177	52	303
Number Long Sets	2	4	3	8
Average Meter Set Time	6.89	5.14	3.35	3.82
Number of Work Orders:				
Service Calls	386	3,300	628	3,027
Meter Resets	1	8	0	2
Meter Removals	3	40	2	14
Meter Changes	15	198	24	257
Locates Completed	323	2,746	477	6,618
Number of Water Main Breaks	17	132	19	101
Average Time Water Off	1.24	1.74	1.94	2.03
Fire Hydrants:				
New	0	5	0	0
Replaced	0	3	0	1
Maintained	52	852	122	956
Number of Valves Exercised	214	1,828	236	1,292
Feet of Main Construction	210	3,415	172	619
Hours of Main Construction	218	1,457	427	958
Meter Changeovers	0	3	0	0
OJI's	0	4	0	1
Hours Flushing/Testing New Mains	47.70	407	175	674
Hours Worked Outside of Division	0.00	0.00	1	227

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility

January 1-31, 2023

Flow Statistics

	FYE 2023		FYE 2022	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	311.2	2188.6	377.4	2359.4
Total Effluent Flow (M.G.)	289.7	2039.1	365.1	2310.2
Influent Peak Flow (MGD)	12.3	16.9	19.4	20.1
Effluent Peak Flow (MGD)	11.7	15.9	19.2	20.1
Daily Avg. Influent Flow (MGD)	10.0	10.3	12.2	11.0
Daily Avg. Effluent Flow (MGD)	9.3	9.6	11.8	10.7
Precipitation (inches)	1.4	12.1	2.0	15.3

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	192	125
Effluent Carbonaceous Total	3	3
Percent Removal	98.4	97.6
Total Suspended Solids:		
Influent (mg/L)	306	214
Effluent (mg/L)	9	5
Percent Removal	98	97.7
Dissolved Oxygen:		
Influent (min)	0.97	0.72
Effluent (min)	6.62	6.23
pH		
Influent (Low)	7.40	6.89
(High)	7.20	7.36
Effluent (Low)	7.10	6.76
(High)	8.00	7.09
Ammonia Nitrogen		
Influent (mg/L)	31.2	24.4
Effluent (mg/L)	0.6	1.0
Percent Removal	98.1	95.8

Utilities

Electrical

Total kWh Used (Plant wide)	501,660	3,489,840	564,280	3,529,300
Aeration Blowers, WSL&Headworks	165,100	1,172,000	357,040	1,230,800
UV Facility	26,800	359,600	35,800	418,200

Natural Gas

Total cubic feet/day (plant wide)	470,000	2,196,000	736,000	3,405,000
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Public Education (Tours)	0	0	0	0
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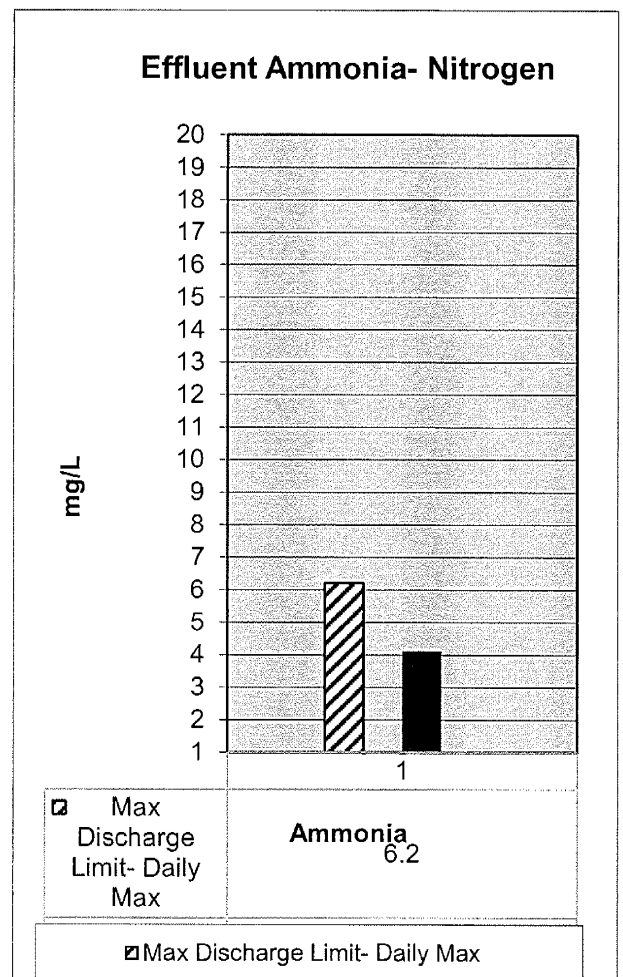
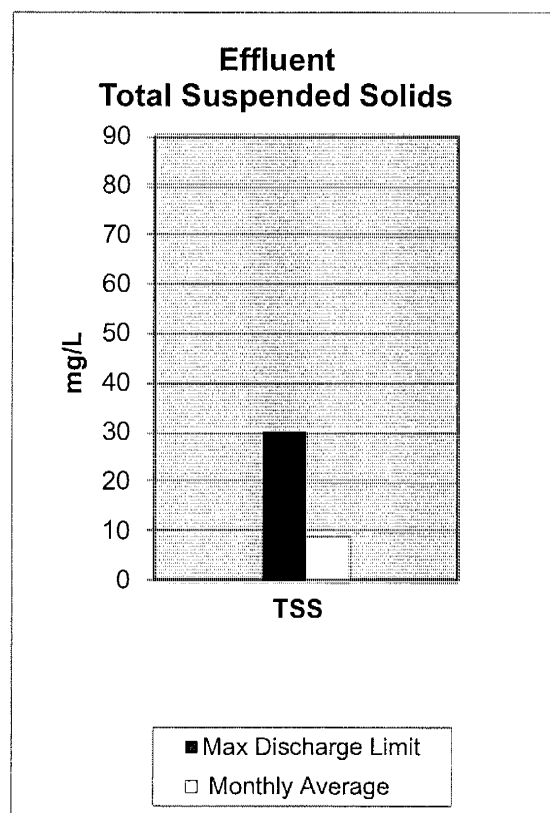
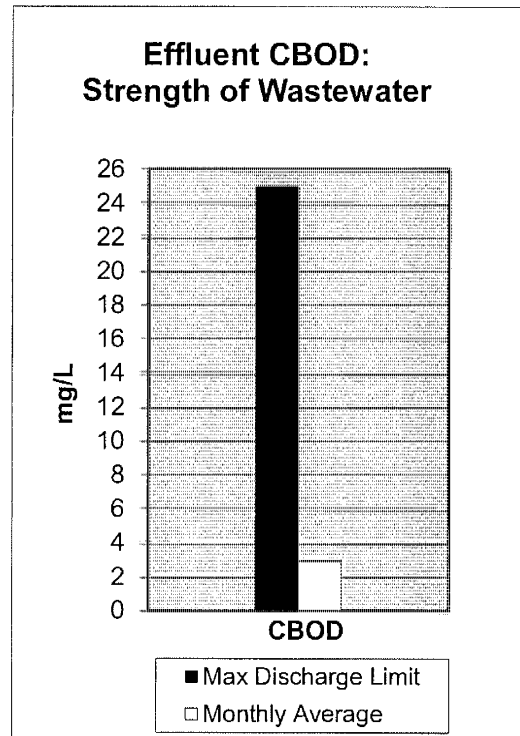
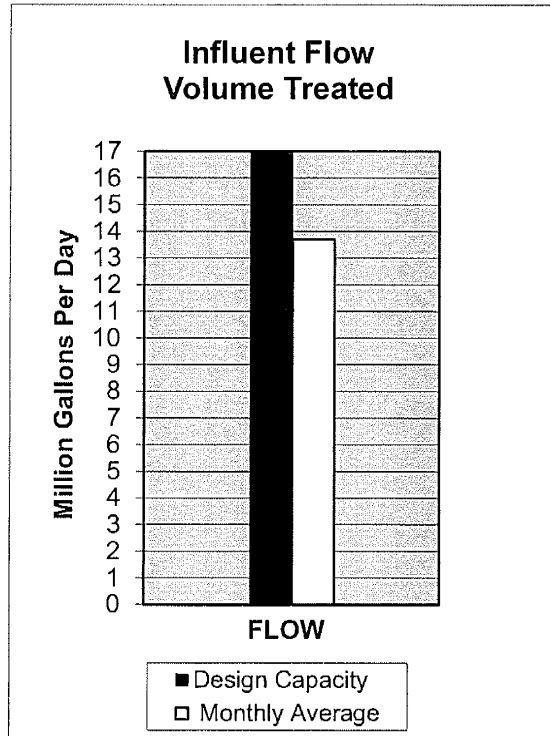
Total Attendees for FYE 23	45	32
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Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
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OU Golf Course (MG)	1.0	50.9	0.6	42.7
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E.coli geometric mean average for January 2023 23 MPN (Limit is 630)

CITY OF NORMAN
WATER RECLAMATION FACILITY
 January 2023



Comments here

**CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF UTILITIES
MONTHLY PROGRESS REPORT**

WATER TREATMENT DIVISION

MONTH: January-2023

	FYE 2023		FYE 2022	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	144.62	2294.90	210.36	2338.67
Well Production (MG)	174.51	947.15	120.81	633.84
Oklahoma City Water Used (MG)	30.42	211.97	29.10	222.68
Total Water Produced (MG)	349.55	3454.01	360.27	3195.19
Average Daily Production	11.28	16.14	11.62	14.86

Peak Day Demand

Million Gallons	12.45	25.52	13.29	20.88
Date	1/11/2023	7/27/2022	1/24/2022	8/26/2021
System Capacity (see note 1)	25.78	25.78	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00

Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)

Costs

Plant	\$662,387.35	\$4,748,512.47	\$651,454.57	\$4,785,763.75
Wells	\$253,438.00	\$1,796,812.75	\$225,584.09	\$1,547,117.84
OKC	\$88,923.87	\$633,957.33	\$92,565.60	\$547,074.35
Total	\$1,004,749.22	\$7,179,282.55	\$969,604.26	\$6,879,955.94

Cost per Million Gallons

Plant	\$4,580.19	\$2,069.16	\$3,096.91	\$2,046.36
Wells	\$1,452.28	\$1,897.08	\$1,867.26	\$2,440.88
OKC	\$2,923.20	\$2,990.75	\$3,180.73	\$2,456.76
Total	\$2,874.41	\$2,078.53	\$2,691.34	\$2,153.23

Water Quality

Bacterial Samples in Compliance	100	696	93	672
Bacterial Samples out of Compliance	0	4	3	10
Total number of inquiries (Note 2)	4	21	3	24
Total number of complaints (Note 2)	20	49	3	26
Number of complaints per 1000 service connections	0.52	1.27	0.07	0.64

Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.

Safety

Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	0	0	3

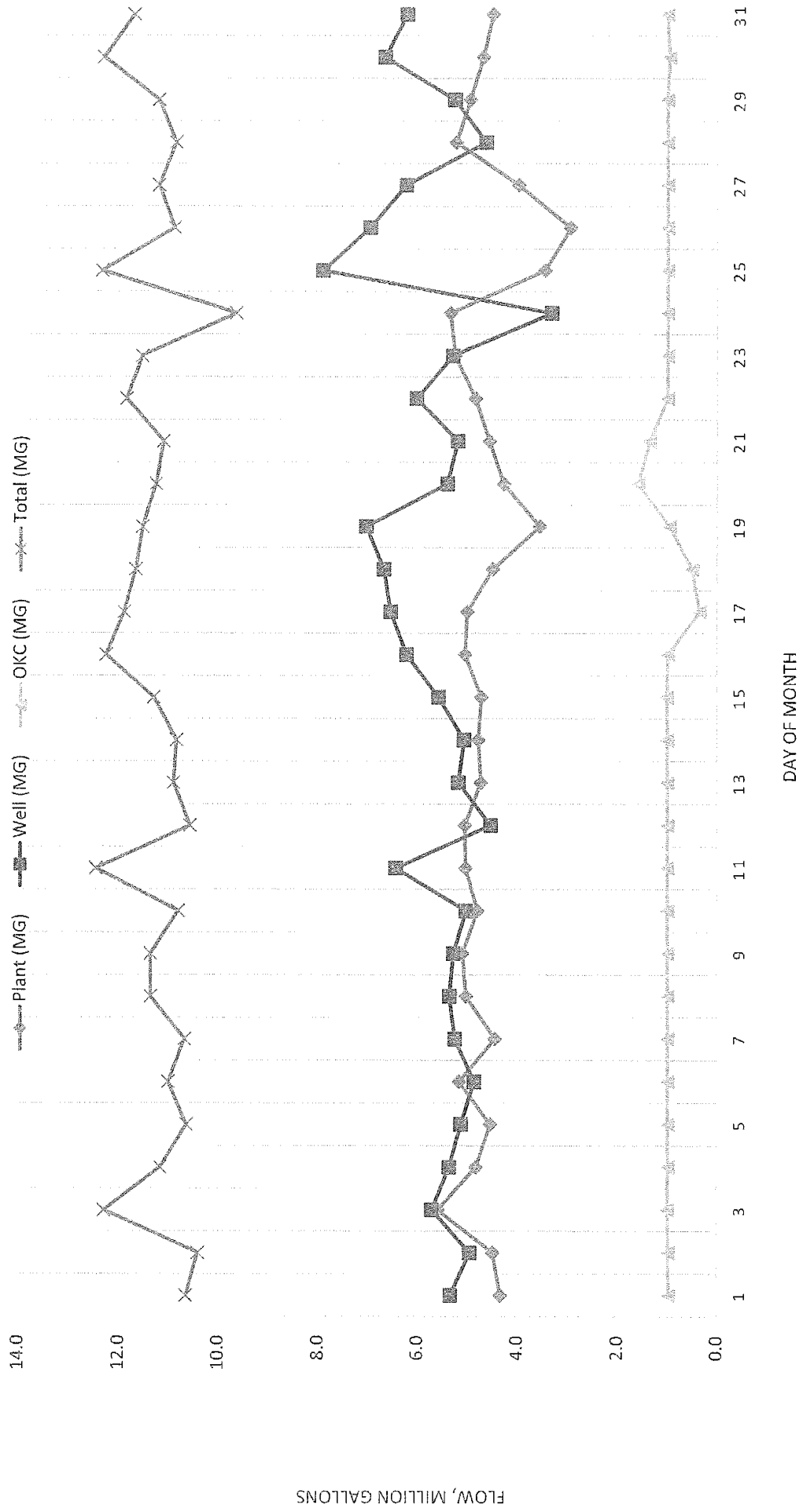
Public Education

Number of tours conducted	4	4	2	11
Number of people on tours	110	110	46	156

Notes:

Well 51 returned to service after pump replacement. Cargill salt contract pending council approval.
Tomco replaced pressure relief tree on CO2 tank. Replaced plumbing on bleach injection, incorrect materials installed.
Replaced water damaged PLC rack and cards in PCM cabinet in lime building.

WATER PRODUCTION FOR JANUARY 2023



MONTHLY TRANSFER STATION REPORT

January

	TONS PER MONTH	REVENUE PER MONTH
O.U.	274.74	\$14,507.44
STANDARD GATE	1,723.30	\$102,486.61
RESIDENTIAL	501.90	\$20,290.80
TOTALS:	2,499.94	\$137,284.85

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	513.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9388.88
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	513.00
GRAND TOTAL TONS TO LANDFILLS	9,388.88

DISPOSAL COST PER TON (OKC)	\$22.08
TIPPING FEE'S FOR DUMPING AT OKC:	\$207,306.47
GRAND TOTAL TIPPING FEE'S	\$207,306.47

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	673.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	3784.65
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	406.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	2643.92
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1079.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6428.57
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	116.42
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TOTAL TONS RECEIVED AT TRANSFER STATION	18433.81
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SANITATION DIVISION PROGRESS REPORT
SUMMARY 2023

	FYE 22		FYE 23	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	3	7	0	17
<u>On The Job Injuries</u>	3	11	0	3
<u>Bulk Pickups</u>	35	179	38	137
<u>Refuse Complaints</u>	75	673	94	403
<u>New Polycarts Requests</u>	55	464	40	346
<u>Polycarts Exchanges</u>	9	60	9	75
<u>Additional Polycart Requests</u>	87	474	90	387
<u>Replaced Stolen Polycarts</u>	31	173	20	136
<u>Replaced Damaged Polycarts</u>	59	617	62	664
<u>Polycarts Repaired</u>	26	254	25	284

COMPOST MONTHLY REPORT

	JANUARY	MONTH
TONS BROUGHT IN BY COMPOST CREWS:		245.24
LANDFILL TIPPING FEE'S	\$	22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$	22.08
TONS BROUGHT IN BY PUBLIC:		500.00
TONS BROUGHT IN BY CONTRACTORS :		1,240.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:		280.00
LANDFILL TIPPING FEE'S	\$	22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$	44,601.60
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$	44,623.68
REVENUE COLLECTED FROM COMPOST SALES:		\$710.00
REVENUE COLLECTED FROM GATE SALES:		\$8,220.00
TOTAL TONS COLLECTED		2,265.24

	MULCH CUBIC YDS	COMPOST CUBIC YDS
	MONTH	MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		9
DRYING BEDS	600	
COMPOST SOLD BY CUBIC YARDS		213
MULCH SOLD BY CUBIC YARDS	500	
TOTAL:	1,100	222

CURBSIDE MONTHLY RECYCLING REPORT	
	JANUARY

PROGRAM STATISTICS	
	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	85%
AVERAGE TONS PER DAY :	12.80
POUNDS PER HOME:	22.08

COMMODITY BY TON		
	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	7.52
#1 PET	4.08%	15.66
NEWS	0.00%	0.00
GLASS CONTAINERS	10.07%	38.65
MIX PAPER	29.67%	113.89
PLASTIC FILM	0.60%	2.30
#2 NATURAL	1.11%	4.26
#2 COLOR	1.66%	6.37
#3-#7	0.00%	0.00
METAL	0.30%	1.15
RIGIDS	0.26%	1.00
TIN-STEEL SCRAP	2.14%	8.21
TRASH	27.91%	107.14
OCC	20.24%	77.69
TOTAL	100.00%	383.86

	MONTH
SERVICE CALLS (MISSES)	60
HOUSESIDE	7
REMINDER	1
SCATTERED	0
MISC.	0
REPAIR	22
NEW	28
ADD	3
MISSING	14
EXCHANGE	0
REPLACE	14
PICK UP	6
TOTAL CALLS	155.00

	MONTH
LANDFILL COST AVOIDANCE	\$7,581.24

Drop Center Report JANUARY 2023

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,150.00	\$0.00		0	0	0%	\$22.08	\$6,302.74
PLASTICS:	\$5.00	\$0.00						
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$115.00	\$0.00						

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer
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	TONS	TONS	TONS	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.33	0.15	0.48	0		\$0.00	\$1,104.00
PLASTICS:	2.44	1.26	4.25	0		\$0.00	\$39.75
STEEL CANS:	0.29	0.08	0.34	0		\$0.00	\$0.00
MIXED OFFICE PAPER:	3.36	1.21	4.8	1.91		\$0.00	\$0.00
CARDBOARD:	12.51	6.76	21.3	0.52		\$0.00	\$616.35
RECYCLING CENTER TOTALS:	18.93	9.46	31.17	2.43		\$0.00	\$1,760.10

Commercial Cardboard Containers	Compactors	Wood	Glass	Metal
TONS	TONS	TONS	TONS	TONS
Revenues	Revenues	Revenues	Revenues	Revenues
43.65	\$654.75	9.91	\$148.65	2.24
			\$0.00	\$0.00
				4.7
				\$470.00
				Cost
				\$170.00
				Profit
				\$300.00

Expenses

Average hrly+ benefits

\$26.78

Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total
Hours	42	175.44	6	16
Labor \$	\$1,124.76	\$4,698.28	\$160.68	\$428.48
Vehicle cost	\$307.86	\$13,405.71	\$43.98	\$117.25
				\$13,874.80

Customer Revenue
\$11,939.54

Total All Recycle and Cardboard	Revenues
Tons	Revenues
173.72	\$2,863.50

Total Recycle Only	Revenues
Tons	Revenues
	\$1,443.75

Total Cardboard	Revenues
Tons	Revenues
	\$1,419.75

Revenue	Income	Expense	Net
	\$14,803.04	\$20,287.00	\$ (5,483.96)

