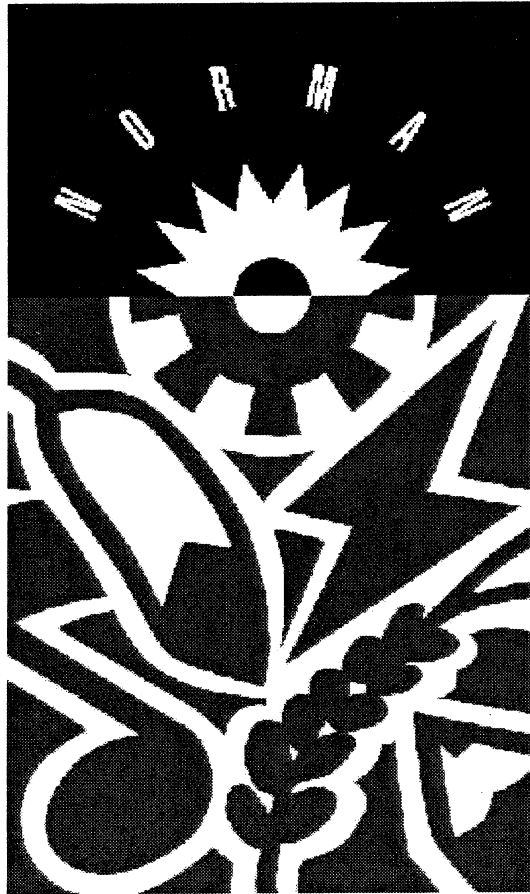


City of Norman



Monthly Departmental Report

OCTOBER 2022

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT

October 2022

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	15	59	1	9
Bus Service	0	0	0	0
CDBG	0	5	0	7
City Clerk	67	442	1	13
City Manager/Mayor	7	34	5	36
City Wide Garage Sale	0	0	0	0
Code Enforcement	40	252	4	19
Finance	6	27	0	0
Fire/Civil Defense	5	18	1	2
Human Resources	12	38	0	0
I.T.	5	27	0	0
Legal	6	30	0	5
Line Maintenance	20	76	2	6
Municipal Court	6	14	0	1
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	16	95	3	13
Permits/Inspections	31	190	2	2
Planning	13	45	0	2
Police/Parking	28	125	10	51
Public Works	15	76	3	7
Recycling	0	0	1	1
Sanitation	36	222	0	6
Sidewalks	0	0	3	3
Storm Debris	0	0	0	0
Storm Water	8	54	4	20
Streets	34	136	2	19
Street Lights	0	0	10	10
Traffic	35	115	1	5
Utilities	54	326	1	12
WC Questions	0	0	0	0
WC Violations	0	0	0	0
October Total: 513	459	2,406	54	249

LICENSES

Thirteen New licenses and Zero Renewals were issued during the month of April. 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	0
Brewer	0	1	Retail Spirits Store	0	1
Coin-Operated Devices	0	2	Retail Wine	0	0
Distiller	0	0	Salvage Yard	0	0
Food	4	19	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	0	2
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	4
Kennel	0	0	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	7	Special Event	0	0
Medical Marijuana Grower	0	1	Strong Beer & Wine/Winemaker	2	3
Medical Marijuana Processor	1	3	Taxi/Motorbus/Limousine	1	1
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	0	2	Temp Food (one day)	1	4
Mixed Beverage/Caterer	0	3	Temp Food (30 day)	1	4
Pawnbroker	0	0	Temp Food (180 day)	2	8
Pedicab	0	3	Transient Amusement	0	0
YTD License Total: 68	6	41		7	27

NEW ESTABLISHMENT LICENSES

NAME	ADDRESS	LICENSE TYPE(S)
Dancing Crab	149 12 th Ave. SE C	Occupational Tax/ Mixed Beverage
The Standard	315 E Gray Street	Occupational Tax/ Mixed Beverage
Five Guys Burgers and Fries	1401 24 th Ave. NW	Food Service License
Hideaway Pizza	1353 24 th Ave. NW	Food Service License
LifeTime Nutrition	2274 W Main Street	Food Service License
The Standard	315 E Gray Street	Food Service License
U.S. Postal Service Housing FA Hotel	2801 E State Hwy. 9	Taxi/Limo/Motorbus
High Society Dispensary 10	2541 W Main Street 105	Medical Marijuana Dispensary
Zephera Processing	1811 Industrial Blvd 121	Medical Marijuana Processor

TEMPORARY FOOD PERMITS

180 DAY	30 DAY	1 DAY
Schwan's	Hickory Farms	On the Hook Fish and Chips
Tacos Jalisco		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10/18/22	Chris Summers	Alleges that City of Norman sanitation worker on October 08, 2022 picked up basketball goal not in trash pile, when they were collecting on big trash day.	\$349.00

STUDY SESSION

On October 18, 2022, City Council met in Study Session and discussed Microtransit Pilot Program and additional discussion regarding City Council Meeting processes and decorum.

SPECIAL SESSION

On October 11, 2022, City Council met in Special Session and adjourned into an Executive Session in order to discuss the hiring of a City Attorney and to discuss the possible purchase of real property located at 1210 West Robinson Street.

FINANCE COMMITTEE

On October 20, 2022, the Finance Committee met and discussed an Interim Appropriation for the Senior Wellness Center. Additionally discussed the Monthly Revenue and Expenditures Reports.

COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On October 27, 2022, the Community Planning and Transportation met with presentation of the Public Transit Report.

OVERSIGHT COMMITTEE

On October 13, 2022, the Oversight Committee met to discuss zoning for City Parks. Additionally, discussion regarding the possible amendments to the Smoking Ordinance.

CITY MANAGER 2

NORMAN FORWARD 2A



Memorandum

To: Jason Olsen, The City of Norman Parks and Recreation

From: A.J. Kirkpatrick, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 10.31.2022

Re: October 2022 Monthly Report

REPORT PERIOD: October 1 through October 31, 2022

WORK THIS MONTH

1. Monday, October 3, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
2. Monday, October 3, 2022 | 1:00 p.m. | Development Center/Onsite Meeting to Discuss Chillers
 - a. Meeting to discuss electrical service to chillers and cost implications
3. Tuesday, October 4, 2022 | 3:30 p.m. | YFAC FSB/ADG Coordination Pre-meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
4. Thursday, October 6, 2022 | 8:00 a.m. | Norman ECOC Video Wall discussion
 - a. Technology coordination call to discuss video wall and technology items for project
5. Thursday, October 6, 2022 | 9:00 a.m. | Griffin Park Phase 5 & Phase 6 OAC
 - a. Discussion of project schedule, budgets, and critical issues
6. Thursday, October 6, 2022 | 1:00 p.m. | NF YFAC Bi-weekly Programming Meeting
 - a. Discussion of outstanding design decisions
7. Thursday, October 6, 2022 | 2:30 p.m. | Norman Senior Center Progress Meeting
 - a. Discussion of project schedule, budgets, and critical issues
8. Friday, October 7, 2022 | 9:00 a.m. | Reaves Park OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
9. Monday, October 10, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
10. Tuesday, October 11, 2022 | 2:00 p.m. | Norman ECOC Bi-weekly Programming Meeting
 - a. Discussion of programming issues on the ECOC
11. Tuesday, October 11, 2022 | 3:30 p.m. | FSB/ADG YFAC Coordination Pre-Meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
12. Tuesday, October 11, 2022 | 4:00 p.m. | YFAC - Bi-Weekly RFC/Submittal Review
 - a. Meeting with FSB to facilitate coordination of contract documents
13. Wednesday, October 12, 2022 | 10:00 a.m. | Norman Municipal Complex - OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
14. Wednesday, October 12, 2022 | 2:00 p.m. | City of Norman TMC - Progress Meeting
 - a. Bi-weekly meeting reviewing progress and discussing coordination items
15. Thursday, October 13, 2022 | 10:30 a.m. | Norman Senior Center Fitness Equipment
 - a. Reviewed proposed equipment for Senior Center with staff and design team

16. Thursday, October 13, 2022 | 1:00 p.m. | YFAC - OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
17. Thursday, October 13, 2022 | 3:00 p.m. | Art Base Discussion
 - a. Discussion with JHBR to provide proposal to design art base
18. Monday, October 17, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
19. Monday, October 17, 2022 | 3:30 p.m. | Meeting Between Flintco and PDG/GSB
 - a. Meeting to discuss Cleaning Bay resolution
20. Tuesday, October 18, 2022 | 11:30 a.m. | YFAC Estimate Discussion with Ford AV
 - a. Discussion with Ford AV on progress of estimate
21. Thursday, October 19, 2022 | 1:00 p.m. | ADG/FSB YFAC Coordination Call
 - a. Meeting with FSB to facilitate coordination of contract documents
22. Thursday, October 20, 2022 | 9:00 a.m. | Griffin Park Phase 5 & Phase 6 OAC
 - a. Discussion of project schedule, budgets, and critical issues
23. Thursday, October 20, 2022 | 9:00 a.m. | Griffin Phase 5 - Punch Re-Walk
 - a. Punch List walk to review remaining items
24. Thursday, October 20, 2022 | 2:30 p.m. | Norman Senior Center Progress Meeting
 - a. Discussion of project schedule, budgets, and critical issues
25. Friday, October 21, 2022 | 9:00 a.m. | Reaves Park OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
26. Friday, October 21, 2022 | 11:00 a.m. | NF YFAC Bi-weekly Programming Meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
27. Monday, October 24, 2022 | 10:00 a.m. | ECOC Console Coordination
 - a. Review updated console specification and discuss action items
28. Monday, October 24, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
29. Tuesday, October 25, 2022 | 2:00 p.m. | Norman ECOC Bi-weekly Programming Meeting
 - a. Discussion of programming issues on the ECOC
30. Tuesday, October 25, 2022 | 2:30 p.m. | YFAC and Senior Center AV Kick Off Discussion
 - a. Kickoff scope discussion with FSB and IP Design
31. Tuesday, October 25, 2022 | 3:30 p.m. | FSB/ADG YFAC Coordination Pre-Meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
32. Tuesday, October 25, 2022 | 4:00 p.m. | YFAC - Bi-Weekly RFC/Submittal Review
 - a. Meeting with FSB to facilitate coordination of contract documents
33. Tuesday, October 25, 2022 | 3:30 p.m. | CFOB Meeting
 - a. Presented ADG Report to the Committee
34. Wednesday, October 26, 2022 | 9:00 a.m. | YFAC Scoreboard Meeting II
 - a. Meeting with ImageNet to demo available scoreboard options
35. Wednesday, October 26, 2022 | 9:00 a.m. | CON FF&E Meeting
 - a. Discussion with Brenda on moving services for Municipal Complex
36. Wednesday, October 26, 2022 | 10:00 a.m. | Norman Municipal Complex - OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
37. Wednesday, October 26, 2022 | 2:00 p.m. | City of Norman TMC - Progress Meeting
 - a. Bi-weekly meeting reviewing progress and discussing coordination items
38. Thursday, October 27, 2022 | 8:15 a.m. | ECOC: Groundbreaking Coordination Meeting
 - a. Meeting coordinating groundbreaking ceremony
39. Thursday, October 27, 2022 | 1:00 p.m. | YFAC - OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
40. Thursday, October 27, 2022 | 1:00 p.m. | YFAC – Keying Conference
 - a. Meeting with access sub-contractors to confirm client's desires on specific doors

Construction Observation Site Visits:

- a. Griffin, Phases 5 and 6: 10
- b. Municipal Complex, City Hall: 3
- c. Municipal Complex, Development Center: 9
- d. North Base: 1
- e. Young Family Athletic Center: 9
- f. Reaves Park: 9
- g. Senior Center: 5

WORK ANTICIPATED THE UPCOMING MONTH (November 2022)

- Emergency Communications and Operations Center
 - Construction document completion, bid package preparation
 - Recurring bi-weekly programming meetings
- Griffin Park
 - Phase 5: Games begin. Warranty list for Field 20
 - Phase 6: Construction underway and on schedule
- Reaves Park
 - Construction underway
- North Base Complex
 - Final reports for Davis Bacon compliance and deliverables
 - Cleaning Bay repair
- Young Family Athletic Center / Indoor Aquatic and Multi-Sport Facility
 - Recurring bi-weekly OAC meetings and programming meetings
 - Ongoing vertical construction; interior partitions in progress; Competition pool underway
- Senior Wellness Center
 - Construction underway; Structural steel in progress
 - Recurring OAC meetings
 - Awaiting GMP #6 as final package
- Municipal Complex
 - Development Center: Construction underway, substantial completion scheduled for 11.28.22
 - Municipal Courts: Construction document completion, Plans to be issued for bid 11.16.22
 - Building C: Design development completion
 - FF&E selection, procurement, and layout underway
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- Norman ECOC
 - a. Schedule: Construction documents underway
 - b. Budget: Alignment in progress
 - c. Issues: No known issues
- Griffin Park
 - a. Schedule: Phase V construction completion, Phase VI in construction
 - b. Budget: Alignment in process
 - a. Issues: No known issues
- Reaves Park
 - a. Schedule: Construction ongoing
 - b. Budget: In Budget
 - c. Issues: No known issues

- Young Family Athletic Center / Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: Construction ongoing
 - b. Budget: In budget
 - c. Issues: AV Coordination and Procurement
- Senior Wellness Center
 - a. Schedule: Construction ongoing
 - b. Budget: Alignment in process; GMP #6 still forthcoming
 - c. Issues: Coordination with Oceans development; Sale date of 718 N Porter; AV Coordination and Procurement
- North Base
 - a. Schedule: Punch list completion, TCO in place
 - b. Budget: In budget
 - c. Issues: Punch list completion
- Ruby Grant
 - a. In operation: Final acceptance by City Council on January 18, 2022
 - b. Budget: In budget
- Westwood Indoor Tennis Facility
 - a. In operation: Opening Celebration on May 24, 2019
 - b. Budget: In budget
 - c. Issues: Court paint warranty extended another 12 months from September 22, 2022
- East Library
 - a. In operation: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
- Central Library
 - a. In operation: Opening Celebration on November 4, 2019
 - b. Budget: Within budget
- Westwood Family Aquatic Center
 - a. In operation: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated March 2022
 - d. Issues: None

SUBMITTED BY: ADG – A.J. Kirkpatrick

CITY OF NORMAN

Department of Finance
Monthly Report – October 2022

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 October are discussed below:

Treasury Division:

In the month of October, the Treasury Division processed 38,662 payments in person and over the phone, an increase of 2% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 10,714 payments in October, an increase of 4% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of October by -2.2%. Revenues from the City's largest single source of revenue, sales tax, are above target by 3.1% for the year to date and -0.3 % below 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	\$18,032,567	\$18,581,376	\$18,627,957	\$14,980,643
General Fund Revenue	\$33,547,718	\$32,810,799	\$30,585,213	\$35,707,761
General Fund Expenses	\$32,260,290	\$31,310,119	\$27,293,246	\$27,158,096

Administration Division

	FYE 23		FYE 22	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	168.00	1,288.00	480.00	1,440.00
Total Comp Time Available	0.00	13.75	13.50	27.75
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	168.00	1,301.75	493.50	1,468.25
Benefit Hours Taken	16.00	221.75	50.75	195.25
TOTAL ACCOUNTABLE STAFF HOURS	152.00	1,080.00	442.75	1,273.00
 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

ACCOUNTING 3A

Accounting Division

	FYE 23		FYE 22	
	October	YTD	October	YTD
Total Regular Hours Available	1,120.00	5,040.00	1,440.00	4,320.00
Total Comp Time Available	3.75	10.75	3.25	12.75
Total Overtime Hours	11.00	28.50	16.50	96.50
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	1,134.75	5,079.25	1,459.75	4,429.25
Benefit Hours Taken	122.50	857.25	131.50	540.00
TOTAL ACCOUNTABLE STAFF HOURS	1,012.25	4,222.00	1,328.25	3,889.25
 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 September	FYE 23 October	Plus/Minus
Total Revenue Received (\$)	\$5,876,919	\$5,642,430	(\$234,489)
Utility Payments - Office (#)	37,985	38,662	677
Utility Payments - Office (\$)	\$5,391,978	\$5,314,937	(\$77,041)
Paymentus (#)	13,301	13,273	(28)
Paymentus (\$)	\$1,446,890	\$1,408,949	(\$37,941)
Lockbox (#)	10,339	10,714	375
Lockbox (\$)	\$1,741,996	\$1,783,509	\$41,513
E-Lockbox (#)	3,620	3,638	18
E-Lockbox (\$)	430,419	431,060	\$641
Bank Draft Payments (#)	11035	11137	102
Bank Draft Payments (\$)	\$1,459,446	\$1,335,122	(\$124,324)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	95	102	7
Processed Return Checks (\$)	(\$12,590)	(\$13,222)	(\$632)
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	137,641	93,352	(\$44,289)
Municipal Court - Fines/Bonds (\$)	140,861	118,793	(\$22,068)
Municipal Court - Credit Card (#)	396	349	(47)
Municipal Court - Credit Card (\$)	74,030	59,216	(14,814)
Building Permits Cash Report (\$)	323,693	203,373	(\$120,320)
Building Permits Credit Card (#)	365	338	-27
Building Permits Credit Card (\$)	\$248,939	\$106,568	(\$142,371)
Occupational License - Bldg Insp. (\$)	\$3,642	\$2,534	(\$1,108)
Occupational License - Bldg Insp. CC (#)	18	31	13
Occupational License - Bldg Insp. CC (\$)	\$2,942	\$2,004	(\$938)
Business License - City Clerk (\$)	8,195	2,793	(\$5,402)
Accounts Receivable Billed (\$)	\$59,911	\$37,857	(\$22,054)

Budget Services Division

	FYE 23		FYE 22	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,440.00	480.00	1,439.50
Total Comp Time Available	0.00	0.00	1.75	4.50
Total Overtime Hours	0.00	0.25	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	320.00	1,440.25	481.75	1,444.50
Benefit Hours Taken	28.00	159.00	56.00	224.00
TOTAL ACCOUNTABLE STAFF HOURS	292.00	1,281.25	425.75	1,220.50
 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

Treasury Division

	FYE 23		FYE 22	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	3,600.00	1,072.00	3,329.25
Total Comp Time Available	0.00	16.25	15.50	68.75
Total Overtime Hours	44.25	193.00	54.25	164.50
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	844.25	3,809.25	1,141.75	3,562.50
Benefit Hours Taken	193.50	706.50	105.50	439.00
TOTAL ACCOUNTABLE STAFF HOURS	650.75	3,102.75	1,036.25	3,123.50
 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

UTILITY 3C

Utility Division

	FYE 23		FYE 22	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	5,040.00	3,600.00	10,582.00
Total Comp Time Available	7.50	50.00	3.00	44.75
Total Overtime Hours	33.50	253.75	185.75	502.25
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	1,161.00	5,343.75	3,788.75	11,129.00
Benefit Hours Taken	137.50	773.50	375.25	1,803.00
TOTAL ACCOUNTABLE STAFF HOURS	1,023.50	4,570.25	3,413.50	9,326.00
 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

Office Services

	FYE 23		FYE 22	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,440.00	480.00	1,438.75
Total Comp Time Available	0.00	0.25	0.00	0.00
Total Overtime Hours	40.50	185.00	32.75	141.75
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	360.50	1,625.25	512.75	1,580.50
Benefit Hours Taken	16.00	174.00	116.25	252.25
TOTAL ACCOUNTABLE STAFF HOURS	344.50	1,451.25	396.50	1,328.25
 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

	Sep '22	Oct '22
Mail Payments - Lockbox	10,339	10,174
Mail Payments - E-Lockbox	3,620	3,638
Mail Payments - Office	424	102
Total Mail Payments - Subtotal	14,383	13,914
Night Deposits	126	116
Paymentus Payments	13,301	13,273
Without assistance paymnts - Subtotal	13,427	13,389
Office Payments	2,218	2,186
With assistance payments - Subtotal	2,218	2,186
Total Payments Processed - Subtotal	30,028	29,489
Bank Draft (ACH) Payments	11035	11137
Total Payments (Utility)	41,063	40,626
Total Payments	60,056	58,978

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	
	October	YTD	October	YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,493	177,291	43,805	173,920
New Ons	699	3,537	656	3,361
Final Accounts Billed	522	2,959	496	2,851
TOTAL ACCOUNTS BILLED	45,714	183,787	44,957	180,132

FIRE DEPARTMENT

4



NFD Monthly Progress Report October 2022

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	19	1.20%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.06%
3 - Rescue & emergency	930	58.53%
4 - Hazardous Conditions (No Fire)	20	1.26%
5 - Service Call	110	6.92%
6 - Good Intent Call	405	25.49%
7 - False Alarm & False Call	82	5.16%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.13%
Incomplete Reports	20	1.26%
Total Incident Count (Unique Calls)	1589	100.00%
Number of Total Unit Responses	2114	

Total Fire Loss \$33,605.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	337	280	0:04:40
Station #2	221	341	0:05:41
Station #3	271	315	0:05:15
Station #4	211	314	0:05:14
Station #5	54	630	0:10:30
Station #6	57	492	0:08:12
Station #7	137	346	0:05:46
Station #8	117	304	0:05:04
Station #9	179	349	0:05:49

Community Outreach

Tours and Special Events	36	Fire Prevention Month Tours, Fall Festivals, International Festival, Homecomings
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Burn Permits

Burn Permits Issued	130	Conditions were favorable for burning 8 days in October
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Training

Total Personnel Training Hours	2078	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

October 2022

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	9	0	2	1	1	3	0	1	0	1
Chief 301	22	3	5	4	2	1	0	4	2	1
Chief 302	34	9	6	2	2	0	1	6	4	4
Chief 303	17	5	0	2	1	0	0	3	5	1
Chief 304	1	1	0	0	0	0	0	0	0	0
Chief 401	17	1	1	4	0	3	0	3	3	2
Chief 402	13	0	3	1	0	2	1	3	1	2
Chief 403	11	2	1	1	0	3	0	0	1	3
Chief 404	11	2	1	1	2	1	0	2	1	1
Engine 1	347	322	3	7	1	0	0	9	0	5
Brush 1	18	15	0	2	0	0	0	0	0	1
Ladder 1	36	17	4	4	1	0	1	4	1	4
Engine 2	233	0	213	5	7	0	0	5	3	0
Brush 2	10	0	7	2	0	0	0	0	1	0
Ladder 2	28	2	12	2	2	0	1	4	1	4
Engine 3	293	7	3	270	1	1	0	5	0	6
Brush 3	13	5	0	7	1	0	0	0	0	0
Engine 4	222	1	7	2	205	0	0	1	6	0
Brush 4	4	0	2	0	1	0	0	0	1	0
Engine 5	23	0	0	0	0	23	0	0	0	0
Brush 5	58	0	0	0	0	57	1	0	0	0
Engine 6	29	0	0	0	0	5	22	0	0	2
Brush 6	64	0	0	0	0	5	56	0	0	3
Rescue Boat 6	1	0	0	0	0	1	0	0	0	0
Rescue 7	1	0	0	0	1	0	0	0	0	0
Squad 7	186	15	6	6	4	0	1	134	13	7
Brush 7	3	1	0	0	0	0	0	0	2	0
Engine 8	128	2	2	0	3	0	0	4	117	0
Brush 8	5	1	1	0	0	0	0	0	3	0
Tanker 8	9	0	1	0	0	3	0	0	5	0
Engine 9	206	9	2	8	1	3	1	5	1	176
Brush 9	9	3	0	2	0	3	0	0	0	1
Tanker 9	7	0	0	0	0	4	0	0	2	1
EMS1	9	1	1	1	1	1	0	1	1	2
Fire Marshal 1	2	0	0	0	0	0	0	0	0	2
Fire Marshal 2	7	0	1	0	0	1	2	0	1	2
Fire Marshal 3	12	1	2	3	1	1	0	2	1	1
Fire Marshal 4	13	1	2	0	1	1	0	2	4	2
Fire Marshal 5	3	2	0	0	0	1	0	0	0	0
	2114	428	288	337	239	123	87	198	180	234

October 2022 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	35 unit hours	Legal Aspects, Medical, Fatality Fire Investigations, PR, Interviews and Interrogations
Inspections/Re-Inspections	133 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks
Smoke Detectors	10	Check/Install Smoke Detectors/Replace Batteries
Investigations	8	4 Closed, 2 Complete, 2 Pending
Investigative Activities	87 hours	Fire Scene Investigation, evidence to evidence shed, OSBI, interviews/Interrogation
Department Meetings	28 (57 hours)	Shift Change Meetings, Staff Meeting, Crime Stoppers
Station & Equipment Maintenance	5 hours	Daily checks, supplies replenishing, game day supply prep, cleaning & organization
Public Service/Education & Special Events	44 hours	National Night Out, Fire Prevention Month Activities, OU Nightly

Planning Officer Activities

Fire Planning October Activities	Number	Staff Hours
Plan Reviews	17	68
Inspections/Re-inspections	24	36
Meetings	10	18
Training	4	4.5
Communication		25
Totals		151.5

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division	Comments: October 2022
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

<p>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</p>	<p>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.</p>
<p>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</p>	<p>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.</p>
<p>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</p>	<p>Meetings are conducted at the Fire Training Center and usually held on an as needed basis.</p>
<p>Local Emergency Preparedness Committee</p>	<p>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</p>

Other Emergency Management Activities	
The Cleveland County Medical Reserve CORPS has provided several First Aid/Cooling stations for various venues	<p>Max Wertheimer Aviation Festival October 1, 2022</p> <p>National Weather Festival October 29, 2022</p> <p>These stations provide a robust first aid capability along with cooling stations and general event support. These stations operate the full time the event is operational and is manned by medical and non-medical volunteers from the Medical Reserve CORPS and Norman Emergency Management Response Team. Plenty of band aids to fix boo boos along with treating minor injuries and calling for EMSTAT if the situation warrants. These aid station takes a lot of the “busy” first aid off of the EMS and provides for a static facility to bring those needing aid or lost children</p>
Norman Emergency Management conducted community outreach events in collaboration with local preparedness partners	<p>Max Wertheimer Aviation Festival, October 1, 2022. Norman Emergency Response Volunteers, the Cleveland County Medical reserve CORPS, The South Canadian Radio Society all combined with Norman EM to provide outreach to the community and attendees to the aviation festival regarding preparedness. Basic volunteering, first aid, amateur radio operations and more was presented to visitors.</p>
Norman Emergency Response Volunteers conducted traffic control support to the Farmer Market at the Well.	<p>October 15, 2022</p> <p>Volunteers assisted the Farmer Market in traffic control and parking to prevent football goers from parking in the parking lot that supports the Well. 5 Volunteers were on station from 0730 to 1330.</p>
Norman Emergency Management presents plaque to the American Legion Post 20, Ft. Gibson, OK	<p>October 17, 2022, Norman EM presented an appreciation plaque to the American Legion Post 20 for their participation and support for the 2nd Youth Preparedness Camp help in July in Tahlequah.</p>

The Norman Emergency Management has been asked to support the National Weather Festival with volunteers to help clear ground space for aircraft arriving and departure	October 29, 2022 Norman EM provided a ground crew to assist in the ground safety for the local TV Station to land and extract their helicopters from the National Weather Festival.
Local Response	
Red Cross Coordination for burn outs. In September there were three fires responded to in order to assist families with immediate needs. One of these was a motel. Note: the management of the Motel (Travel Lodge of Norman) did an outstanding job of aiding the victims of the fire in relocating to other motels and helping them to recover vital medicines like insulin.	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	
The 2023 Youth Camp is in in the initial stages	Lawton, Cameron University is the proposed site for the 2023 Youth Camp
The Norman Art Walk conducted each second Friday contacted the EM Division for support of a cooling station.	On request, Norman response volunteers provides first aid and cooling station support.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333 in collaboration with the Cleveland County Health Department. The unit supported the Health Dept with volunteers for a vaccination sight for Monkey Pox.	A total of 12 residents participated in receiving the vaccination
The L2300 Emergency Operations Center Course was held in Chickasha 26-28 October 2022	Norman EM Coordinator, Lt Wishon for NPD and David Teuscher for NPS attended the course
The National Association of Health Officials have announced an extension of the RISE awarded and have offered an additional amount of funding	Norman Emergency Management is collaboration with the Cleveland County Health Dept, have applied for the additional funding and will apply for the operational readiness grant from NACCHO in the amount of \$10,000.
Disaster Reimbursement Status	
FEMA has instituted a new process for	It is vital for Volunteers to ensure their

reimbursement claims. As with any new process there are many issues to be worked through	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	
Various departments have taken advantage of the State Mitigation program	Several Notice of Intents have been approved to apply for Public Works and a NOI will be submitted for assistance in some areas of the new Emergency Operations Center
Severe Weather Issues	
National Weather Service Storm Spotter Training	NWS Norman Spotter Schedule (weather.gov)

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
October 2022

ADMINISTRATION

Administrative Support

- Assisted with Benefit Enrollment activities
- Processed Monthly Department Report
- Coordinated two Pre-Disciplinary Hearings
- Begin coordinating Tenured Employees list for Service Awards
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
- Reconciled petty cash
- Coordinated various interviews
- Assisted with new employee orientations
 - New Hire packets
 - Processed I-9 paperwork
 - Made Employee ID Badges for new hires
- Labor Relations:
 - Union meetings expected to resume January 2023.

BENEFITS

- Weekly implementation Zoom calls with the following carriers and our broker:
 - Blue Cross Blue Shield
 - The Standard
 - Allstate
 - Met Life
 - Delta Dental
 - Transamerica
 - Optum
 - Work with HR Director
 - pricing for carriers
 - Selecting session locations and time schedule
 - Working on benefit information flyers
 - Making sure our broker/carriers receive all signed documentation
- Collecting data for auditor (benefits)
 - Active, Retiree, Cobra participants
 - Medical/Dental/Vision
 - Demographics
 - Type (emp only, emp + fam, emp+child, emp + spouse)
- Coordinated with Cleveland County Department of Health to setup multiple mini Flu clinics for immunizations. Which were held over a two week span at multiple CoN sites
- Organized the Open Enrollment Kickoff

- Assisted the Clariben enrollment team during the week they were onsite with enrolling CoN employees with the 2023 benefits
- Coordinating the schedules and setting up presentations for the Benefit carriers
- 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 multiple retirees with information regarding 2023 benefit inquiries via in person/emails/phone calls
- Working to get the COBRA/Retiree 2023 benefits and packets together and dispersed
- Working closely with Mindy Aynes
 - Deduction setup, questions, arrears and refunds
- Benefit Terminations
 - End dating Munis benefits
 - Terming Meritain and VSP coverage
- Meeting with my HR Director
 - Weekly Discussions on progression of current and future projects
- New Hire Orientation
 - Presenting CoN benefits to incoming and rehires
 - Building packets
 - Answering question about coverage
- Enrolling New Hires
 - Enrolling in Munis
 - Benefits
 - Dependents
 - Beneficiaries
 - AFSME dues
 - Website enrolling employees
 - Meritain
 - VSP

Compensation Section

PERSONNEL ACTIONS

New Hires – 8

Dept./Div.	Position	Number of Employees
Parks & Rec/Recreation	Recreation Center Specialist	2
Parks & Rec/Recreation	Recreation Supervisor	1
Parks & Rec/Park Maint.	Maintenance Worker I	2
Utilities/Meter Services	Meter Reader	2
Utilities/WTP	Laborer	1

Separations – 18

Dept./Div.	Position	Number of Employees
City Manager/Admin	Chief Diversity & Equity Officer	1
Finance/Admin	Administrative Technician IV	1
Parks & Recreation/Park Maint.	Maintenance Worker I	1
Parks & Recreation/Park Maint.	Maintenance Worker II	1
Parks & Recreation/Recreation	Recreation Center Specialist I	1
Planning/Code Enforcement	Code Compliance Inspector	1
Planning & Development	Planner I	1
Police/Staff Services	Master Police Officer	1
Police/Patrol	Lieutenant	1
Police/Emergency Communications	Communications Officer II	1
Police/Admin	Police Public Info Officer	1
Police/Record	Records Clerk	1
Public Works/Streets	Maintenance Worker I	1
Utilities/WLM	Utility Distribution Worker I	2
Utilities/WTP	Plant Operator D	1
Utilities/Meter Services	Meter Reader	2

Promotions – 4

Dept./Div.	Position	Number of Employees
Fire	Fire Driver Engineer	1
Parks & Recreation/Recreation	Recreation Leader I	1
Police/Patrol	Lieutenant	1
Utilities/WRF	Plant Operator D	1

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Manager's Office	Chief Diversity and Equity Officer
Finance/Administration	Administrative Technician IV
Human Resources/Administration	Human Resources Coordinator
Information Technology	Network and Infrastructure Engineer
Parks & Recreation/Facility Maintenance	Custodian (PPT)
Parks & Recreation/Park Maintenance	Maintenance Worker I
Parks & Recreation/Park Maintenance	Maintenance Worker II
Parks & Recreation/Recreation	Food & Beverage Tech I (PT)
Parks & Recreation/Recreation-Irving, 12 th , Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Little Axe	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Irving	Recreation Leader I (PPT)
Parks & Recreation/Recreation-12 th Ave	Recreation Technician (PPT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Tennis Center	Temporary Laborer (PT)
Planning and Community Development	Code Compliance Inspector
Planning and Community Development	Planner I
Police Department	Police Officer
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/Fleet	EVT Mechanic II
Public Works/Stormwater	Maintenance Worker I
Public Works/Streets	Maintenance Worker I
Public Works/Traffic	Traffic Engineer
Utilities/Meter Services	Meter Reader
Utilities/Sanitation	Sanitation Worker I
Utilities/Sanitation	Transfer Station Attendant
Utilities/Water Line Maintenance	Utility Distribution Worker I
Utilities/Water Reclamation Facility	Maintenance Worker I
Utilities/Water Treatment Plant	Temporary Laborer (PT)

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	330	Written Exams	1
Phone	480	Practical Testing/Assessment Center	3
Mail	225	Panel Board Interviews	11
Email	235	Promotions	2
Total Subscribers on E-mail Vacancy List	1,382	Oral Interviews	3
Total Page Views for HR Website	5,874	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Reference Investigations	12	Advertisements Placed	29
Pre-Employment Drug Screens	7	Applications Received	203
Pre-Employment Physicals	7	Job Announcements Emailed	75
Pre-Employment Criminal Backgrounds	6	Job Announcement to CON Depts.	360

Training and Development

Conducted training for four 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.

The Computer Training Lab was the site for Tyler Technologies Munis HR upgrade, testing and training, Information Technology ERP weekly meetings, and Employee Resource Groups Technical Enrichment Series Microsoft Excel training for 20 employees.

Provided administrative control on a Fire Driver Engineer Promotion Board for test construction, the promotional process, security surveillance and testing.

SAFETY

- Safety material documents were sent to divisions each week
- Conducted one (1) Return to Work Meeting for Line Maintenance
- Conducted two (2) Fitness for Duty Meetings for Police
- Conducted five (5) new employee orientations
- Safety meetings were held covering Hazard Communication & PPE

Recordable Injuries –

Dept./Division	Nature of the Injury	Activity	Prognosis
Fire/ Suppression	Ruptured left ear drum	Fireman was making his bed when he was hit by a firecracker	<i>Off work</i>
Fire/ Suppression	Smashed right thumb	Accidentally slammed thumb in engine door	Received stitches <i>Returned to work</i>
Police/ Animal Welfare	Bite to right wrist	Wrist was bit while restraining cat for radiographs	Received antibiotics <i>Returned to work</i>
Utilities/ Sanitation	Laceration to middle finger on right hand	Lacerated finger loading shelves during fall cleanup	Received stitches <i>Off work</i>

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

2022	2021	2020	2019	2018	2017
52	64	57	65	71	59

Vehicle Collisions: 2

Division	Description of Collision	Status
Utilities/ Water Line Maint.	Unit #325 was parked, with emergency lights on, along the side of Flood Ave. and another vehicle side-swiped City unit	“No Fault”
Utilities/ Sanitation	While backing unit #5201-F, another vehicle was hit causing minor damage	“At Fault”

Current number of “at fault” Vehicle Collisions per fiscal year:

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

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report – October 2022.

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 first quarter 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 201 W Gray campus. IT Network staff are in implementation and testing of networking and security appliances, as well as virtual upgrades.
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities 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, Building D, Building A, Building C, 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 calendar year 2022
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 Planning

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 Planning
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 October 2022.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 27 emails from the groups shown were sent from city servers using city resources – of those 44,334 were delivered to outside mailboxes for the month of October 2022. The city servers generated mass communications to Norman citizens of 44,334 messages from only 27 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 312,308 attempted incoming and 100,792 outgoing messages for the month of October 2022. Incoming messages totaling 144,829 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 45% of our inbound mail. This percentage continues to be the norm for malicious email/spam. 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 October 2022, the City of Norman's web site had 98,768 individual web sessions access the web site for 197,663 total page views. Of those sessions, 56,022 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 first quarter of FYE23. We will continue to evaluate each of these systems moving forward starting with a review of the

Table 1

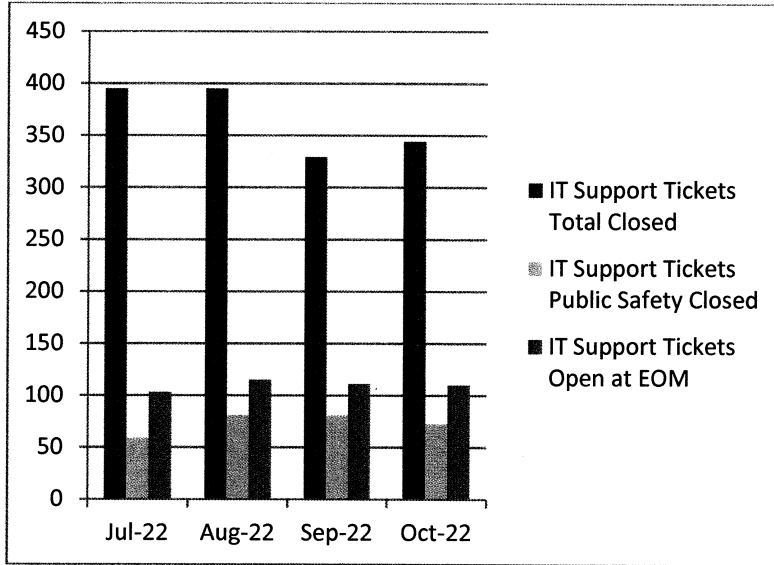


Table 2

October 2022 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	15	5	75
Job Posting	1382	5	6910
Norman News	2197	17	37349
Totals	3733	27	44334



Executive Summary

ironport.example.com

01 Oct 2022 00:00 to 31 Oct 2022 23:59 (GMT -05:00)
Data in time range: 100.0 % complete

Incoming Mail Graph

Incoming Mail Summary

Message Category	%	Messages
Stopped by IP Reputation Filtering	33.7%	105,174
Stopped by Domain Reputation Filtering	10.2%	31,940
Stopped as Invalid Recipients	0.0%	3
Spam Detected	2.3%	7,286
Virus Detected	0.0%	67
Detected by Advanced Malware Protection	0.0%	146
Messages with Malicious URLs	0.0%	81
Stopped by Content Filter	0.0%	132
Stopped by DMARC	5.4%	16,852
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	46.4%	144,829
Marketing Messages	16.1%	50,212
Social Networking Messages	1.5%	4,616
Bulk Messages	15.5%	48,473
Total Graymails:	33.1%	103,301
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	20.5%	64,178
Total Attempted Messages:		312,308

Outgoing Mail Graph

Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	0
Stopped by DLP	0.0%	0
Clean Messages	100.0%	100,823
Total Messages Processed:		100,823

Message Delivery	%	Messages
Hard Bounces	1.9%	1,909
Delivered	98.1%	98,882
Total Messages Delivered:		100,791

ironport.example.com - 01 Nov 2022 01:00 (GMT -05:00)

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1

Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate
98,768 % of Total: 100.00% (98,768)	2.00 Avg for View: 2.00 (0.00%)	197,663 % of Total: 100.00% (197,663)	65,145 % of Total: 100.00% (65,145)	56,022 % of Total: 100.04% (56,000)	4 Avg for
4,424 (4.48%)	1.87	8,277 (4.19%)	3,802 (4.42%)	2,481 (4.43%)	
4,251 (4.30%)	1.97	8,369 (4.23%)	3,742 (4.35%)	2,568 (4.58%)	
3,902 (3.95%)	2.08	8,112 (4.10%)	3,285 (3.82%)	2,132 (3.81%)	
3,746 (3.79%)	1.98	7,410 (3.75%)	3,273 (3.81%)	2,152 (3.84%)	
3,744 (3.79%)	2.01	7,512 (3.80%)	3,248 (3.78%)	2,070 (3.69%)	
3,709 (3.76%)	2.11	7,810 (3.95%)	3,231 (3.76%)	2,032 (3.63%)	
3,593 (3.64%)	2.09	7,497 (3.79%)	3,115 (3.62%)	2,023 (3.61%)	
3,544 (3.59%)	2.09	7,390 (3.74%)	3,061 (3.56%)	2,013 (3.59%)	
3,502 (3.55%)	2.01	7,023 (3.55%)	3,100 (3.61%)	2,055 (3.67%)	
3,465 (3.51%)	2.11	7,307 (3.70%)	3,025 (3.52%)	1,934 (3.45%)	

MONTHLY REPORT - LEGAL DEPARTMENT

October 2022 Report

(Submitted November 11, 2022)

MONTHLY HIGHLIGHTS:

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

Doughty v. CentralSquare Technologies LLC, et al., CJ-2020-451; CIV-2020-500 (K)

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Henderson, et al. v. City of Norman, et al., Case No. DF-120316; CJ-2016-610 (K)

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 Florez 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)

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. Tietsort 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). A Motion to Enter the court's jury docket, setting the matter of just compensation for trial, was filed on November 1, 2022. The City's response is due Monday, November 21, 2022.
City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M). A Motion to Enter the court's jury docket, setting the matter of just compensation for trial, was filed on November 1, 2022. The City's response is due Monday, November 21, 2022.
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*

Almost Home Investment, et al. v. City of Norman, SC-2014-3027 (K)

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 22-12 – (Stephanie Shelton – Discipline/3 Day Suspension)
- AFSCME Grievance FYE 22-13 – (Stephanie Shelton – Discipline/5 Day Suspension)

- IAFF Grievance FYE 21 – (Carl 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 – (Carl Smith – Light Duty)

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 October 2022. 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		0	2		6	6	
DEC	279	162		6	1		7	3	
JAN	134	185		3	9		0	6	
FEB	178	787		1	8		0	8	
MAR	270	282		6	13		5	9	

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
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	895	80	114	45	105	88	41

WORKERS' COMPENSATION COURT

The total number cases pending as of October 2022 are 18. There were three new workers compensation cases 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	5	2	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		18	4	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)

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)

Hiatt, 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)

Stamper, Jonathan A. v. City of Norman, CM-2022-03706 J

(Fire, Suppression, Firefighter, Low Back, R Knee)

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 October 2022.

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			6	11	10
Parks			2	4	6
Planning		1	2		
Police		4	8	3	5
Public Works – other		1	2	2	3
Public Works – Stormwater			1		2
Public Works – Engineering				1	2
Public Works – Streets		4	10	9	11
Utilities – Water		4	6	11	11
Utilities – Sanitation	1	2	6	12	12
Utilities – Sewer			4	5	5
TOTAL CLAIMS	1	18	51	63	71

CURRENT CLAIM STATUS	FYE 23 TO DATE	FYE 22	FYE 21	FYE 20
Claims Filed	18	51	63	71
Claims Open and Under Consideration	5	0	0	0
Claims Not Accepted Under Statute/Other	0	3	10	11
Claims Paid Administratively	7	15	11	13
Claims Paid Through Council Approval	0	2	7	14
Claims Resulting in a Lawsuit for FY	0	3	3	1
Claims Barred by Statute (No Further Action Allowed)	0	22	32	32
Claims in Denied Status (Still Subject to Lawsuit)	6	6	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>OCTOBER</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	419		1,304	259		1,378
Non-Traffic	179		864	208		795
SUB TOTAL	598		2,168	467		2,173
Parking	818		3,135	574		2,742
GRAND TOTAL	1,416		5,303	1,041		4,915

CASES DISPOSED

	<u>OCTOBER</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	352		1,322	450		1,729
Non-Traffic	223		947	171		672
SUB TOTAL	575		2,269	621		2,401
Parking	809		2,382	1,157		3,634
GRAND TOTAL	1,384		4,651	1,778		6,035

REVENUE

	<u>OCTOBER</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	\$ 33,863.25		\$ 147,809.28	\$ 41,851.51		\$ 190,089.81
Non-Traffic	\$ 18,024.59		\$ 86,778.81	\$ 28,642.88		\$ 95,977.99
SUB TOTAL	\$ 51,887.84		\$ 234,588.09	\$ 70,494.39		\$ 286,067.80
Parking	\$ 28,660.00		\$ 81,625.00	\$ 36,249.00		\$ 118,987.26
GRAND TOTAL	\$ 80,547.84		\$ 316,213.09	\$ 106,743.39		\$ 405,055.06

MUNICIPAL COURT - MONTHLY REPORT
October 2022

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

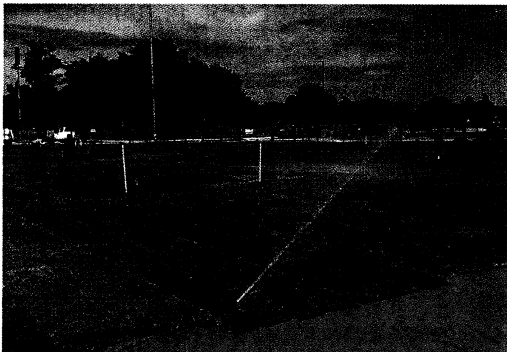
The Early Settlement – Norman Mediation Program accepted 43 new cases and closed 24 cases during the month of October 2022. 3 Mediations were held.

PARKS AND RECREATION

9

Park Development Activities October 2022

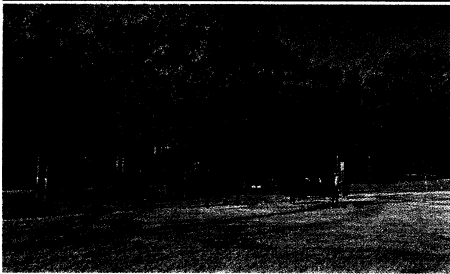
NORMAN FORWARD Reaves Park



Work is continuing at the park on the new 4-plex of T-ball fields. Crews laid the hybrid “Tahoma-31” field turf last month, ahead of the winter dormancy period. Common Bermuda grass sod was also installed around the fields, parking lots and lake. The parking lot lights were wired and tested in the largest interior lot and we are preparing for the top course of asphalt for all parking lots and on the park road in

late October/early November. Crews also worked to finish the fencing around the new T-ball complex between the fields and along the roads. The remaining trees along the new park road and in the parking lot are staked and ready to install; while the irrigation lines are being completed. Work continues on the new restroom and concession building and spectator areas between the fields. We plan to open a large portion of the new road and interior parking at the beginning of next month, ahead of the Veteran’s Day Parade on November 13. We are also working to schedule improvements to the other parts of the baseball and softball fields that were not part of the Norman Forward funding, to get those fields and buildings in better shape ahead of the 2023 season, starting next spring. The project has a planned completion and dedication scheduled for this winter, prior to next spring’s baseball season.

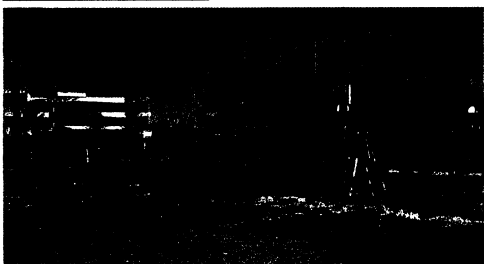
NORMAN FORWARD Neighborhood Parks



The playground installation crew began work last month on the new equipment at Cherry Creek Park. The project will also include installing new park furniture and adjusting the soccer practice area. The Sutton Place neighborhood HOA worked to paint court lines on the new basketball half-court at their park, which was done this summer along with

improved landscaping and the addition of a practice soccer goal. We selected a contractor and started the work on the trail and vegetation clean-up at William Morgan Park. The area has become overgrown with poison ivy and has several dead trees that need removal to help improve that park. Pollinator gardens are also being added to this park, in cooperation with the Environmental Services Division. We also are finishing the plan for the new Bentley Park to be built in the Bellatona neighborhood north of Highway 9, just east of 36th Avenue SE. We are also planning the next 5 years of park improvements, now that we have completed the first 5 years of planned park renovations in those locations that had the most dramatic need for new play equipment, trail repairs, and general upgrades. We will continue to utilize Park Development Funds that have been collected over the years at any given park site to maximize our work scope whenever possible.

Andrews Park



Work has begun on installation of the new Inclusive Playground in the area where the old play equipment was removed earlier this year. The project plan calls for a new playscape modeled after our first inclusive playground built in Ruby Grant Park in 2019. The area will include accessible features throughout the play area and was designed

to accommodate mobility devices, vision impaired kids, those on the Autism spectrum and as many of the ADA-defined disabilities as possible. It will be completed next month, and includes poured-in-place rubber impact surfacing and will be fenced-in and adjoin our existing tot lot at Andrews. Also, work was done in October to install audio equipment at the Blake Baldwin Skatepark. The City of Norman will run a Neptune Radio station at the park once the new equipment is operational. This is the same system we use at Westwood Pool each summer to provide music at that site during operational hours.

Forestry



Our Forester worked with city crews to coordinate removal of a large elm tree that was damaged during construction of a new public sidewalk along Berry Road, just south of Boyd Street. Also, we have received bids for tree planting at several locations this fall. There are 8 locations, including several trees at Legacy Park, where we have lost some trees recently to wind, drought and disease. We also got bids for a few tree removals in the Campus Corner area, where there are some large city-owned trees along Boyd and Buchanan Streets.

Those removals will be scheduled after the home football game schedule has been completed, and new tree planting will follow before next spring, once the paving around the trees is replaced, if any is damaged or removed during the old tree removals.

Moore-Lindsey Historical House

A contract was awarded for the roof replacement on the Historical House; and material began arriving on-site immediately. Due to weather and the Halloween event at the house, work will begin on re-roofing the main house and the Carriage House the first week of November. The roof suffered a lot of damage from the hail storms earlier this year and late last year. The new roof will replace the roof installed 20 years ago. Future projects will be requested to re-paint both structures and repair any wood rot and window damage at the same time. The stained glass windows for the turret portion of the house are finished being repaired from their hail damage; and will be installed after the roof replacement is done.

OCTOBER 2022 PARK MAINTENANCE DIVISION

Park Maintenance crews performed routine trash removal & leaf clean-up in City Parks as well as restroom/shelter cleaning & landscape maintenance in City Parks. Crews began hanging Christmas lights at City Hall.

SAFETY REPORT	FYE-23 MTD	FYE-23 YTD	FYE-22 MTD	FYE-22 YTD
On-The-Job Injuries	0	0	1	1
Vehicle Accidents	0	0	0	0
Employee responsible	0	0	0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR-TO-DATE	Total Man	Hours YEAR-TO-DATE
Big Mowing	46.00	367.50	70.50	270.50
Trim Mowing	291.00	2746.00	410.00	426.00
Chemical Spraying	54.00	433.00	4.00	4.00
Fertilization	0.00	21.00	0.00	51.00
Park Tree Work	576.00	2115.00	0.00	172.00
Street Tree Work	43.00	115.00	0.00	40.00
Trash Maintenance	501.50	947.50	84.00	337.00
Sprinkler Maintenance	186.00	782.00	0.00	201.00
Watering	0.00	0.00	0.00	0.00
Painting	0.00	2.00	78.00	269.00
Landscape Maintenance	125.00	467.00	0.00	0.00
Seeding/Sodding	13.00	13.00	278.00	281.00
Ballfield Maintenance	0.00	2.00	52.00	52.00
Fence Repairs	51.00	0.00	0.00	285.25
Equipment Repairs/Maintenance	86.25	677.00	0.00	21.25
Material Hauling	20.00	83.50	54.50	54.50
Snow/Ice Removal	0.00	0.00	19.01	115.01
Christmas Setup	220.00	220.00	0.00	0.00
Vector Control	0.00	148.00	0.00	0.00
Events	30.00	128.00	21.00	271.00
Vandalism Repair	18.00	38.00	0.00	399.50
Trail Maintenance	0.00	0.00	0.00	0.00
Playground Maintenance	67.75	757.75	13.00	13.00
Restroom Maintenance	0.00	11.00	77.00	475.00
Carpentry/Welding	28.00	66.00	0.00	294.75
Shop Time	32.00	164.50	0.00	94.00
Special Projects	330.00	1176.00	62.00	62.00
Miscellaneous	301.75	1115.25	129.00	152.00

OCTOBER 2022
RECREATION DIVISION
MONTHLY REPORT

Norman Senior Center: The Norman Senior Center celebrated First Monday Birthdays were on Monday, October 10. The Ugly Quilting Group met on Thursday, October 13 at 10 am and will continue to meet on the second Thursday of each month. Accentra Home Health offered free blood sugar and blood pressure screenings on Thursday, October 20. On Tuesday, October 25, the Mystery Dinner trip took place. Patrons enjoyed a trip to Oliveto's in Moore. On Wednesday, October 26, the Norman Senior hosted Bingo, sponsored by Navigating Medicare. On Monday, October 31, the Norman Senior Center hosted a Health Fair from 11 am to 1 pm, sponsored by Oklahoma Family Health.

Little Axe Community Center: The Little Axe Community Center wrapped up Halloween with a Fall Fest for the after school children. The PLS hosted a Laser Engraving class and each participant got to select an image to be engraved on a cutting board they got to keep. On Tuesdays, the Library continues to be very busy with deliveries. The Center and PLS hosted a Craft for a Cause by creating custom made mastectomy pillows for breast cancer patients.

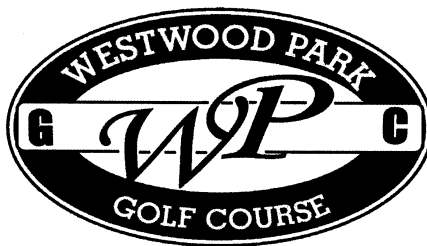
12th Avenue Recreation Center: The 12th Avenue Recreation Center averaged 30 students per day for the month of October. The Center held a Fall Break Camp on October 6th and 7th, which averaged 27 campers per day. This month, students got to make their own bookmarks that matched their personality! Silver Spurs Square Dancing continued their weekend rentals throughout October. We had a rental on October 23rd for a men's church group. The 12th Avenue staff helped prepare for the Zombie Run and Halloween Dance held at Ruby Grant Park.

Irving Recreation Center: The Irving After School Program continued this month with an average attendance of 22 students. Baton Twirling Class was the only recreational class held this month with two attendees per class. Mitchell Richardson is no longer the acting supervisor for Irving and Whittier as the position was filled by Cyriacus Igwilo on October 3rd.

Whittier Recreation Center: Our after school program averaged 22 kids this month. The librarian continues to work on finding interesting books for the older kids to read and fun crafts for all age groups to get creative. The kids in our after school program have taken an interest in tag outside when the weather permits and almost every child joins in to play independently. Clogging continues as scheduled on Tuesdays and Thursdays. Rentals for this month consisted of a Wednesday night girls evening for a local church group and another rental consisted of an organization that put on their own dodge ball tournament for middle school aged kids.

FACILITY ATTENDANCE:	Month	Year to Date
Norman Senior Center	845	3,454
Little Axe Community Center	1,065	3,751
12th Avenue Recreation Center	880	6,730
Irving Recreation Center	422	2,174
Whittier Recreation Center	677	2,381
Reaves Center	300	1,200
Tennis Center	3,792	14,550

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



OCTOBER 2022

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	OCT FYE'23	OCT FYE'22
Regular Green Fees	755	621
Senior Green Fees	421	309
Junior Fees	153	51
School Fees (high school golf team players)	17	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	800	544
Employee Comp Rounds	302	283
Golf Passport Rounds	0	0
9-Hole Green Fee	254	160
2:00 Fees	304	218
4:00 Fees	0	57
Dusk Fees or 5:00 Fees	90	20
PGA Comp Rounds	0	2
*Rainchecks (not counted in total round count)	10	15
Misc Promo Fees (birthday, players cards, OU student)	116	492
Green Fee Adjustments (fee difference on rainchecks)	10	9
Total Rounds (*not included in total round count)	3222	2766
% change from FY '20	16.49%	
Range Tokens	3152	2531
% change from FY '20	24.54%	
18 - Hole Carts	169	131
9 - Hole Carts	32	33
1/2 / 18 - Hole Carts	1009	1053
1/2 / 9 - Hole Carts	308	239
Total Carts	1518	1456
% change from FY '20	4.26%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	1
18 - Hole Senior Trail Fees	0	2
9-Hole Senior Trail Fees	0	1
Total Trail Fees	0	4
% change from FY '20	-100.00%	
TOTAL REVENUE	\$103,065.82	\$92,906.76
% change from FY '20	10.93%	

**OCTOBER 2022
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2023	FY 2023	FY 2022	FY 2022
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	1	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	\$48,467.11	\$234,888.02	\$43,817.81	\$236,649.79
Driving Range	\$11,846.43	\$60,552.53	\$9,961.39	\$54,498.50
Cart Rental	\$25,546.76	\$128,103.83	\$25,094.94	\$134,823.09
Restaurant	\$15,142.31	\$94,062.68	\$13,896.78	\$80,853.21
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$2,063.21	\$2,855.26	\$135.84	\$580.73
TOTAL INCOME	\$103,065.82	\$520,462.32	\$92,906.76	\$507,405.32
Expenditures	\$95,371.17	\$393,844.27	\$184,648.73	\$534,352.42
Income vs Expenditures	\$7,694.65	\$126,618.05	(\$91,741.97)	-\$26,947.10
Rounds of Golf	3222	16083	2766	15045

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

The Irrigation injection system is almost complete. The benefits of this soil amendment will be noticeable during the next growing season. We have been working on the back (east) of the driving range. The brush piles and debris collected from past storms and tree trimming has become excessive. The Parks Maintenance Department has allowed us to use some equipment to clean up this area. Next step will be to have some sort of Fence/Net to stop the golf balls from exiting the driving. Lyons Fence Company is installing security fencing around the clubhouse. We are continuing our efforts to renovate the bunkers with sand, drainage and sod. #4 greenside bunker is under construction presently.

OCTOBER 2022
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FYE 2023 MTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$0.00	\$239.00	\$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	\$1,200.00	\$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	\$928.79	\$102,809.97	\$203,526.27
TOTAL INCOME	\$2,128.79	\$326,692.97	\$953,564.77
Expenditures	\$46,266.50	\$550,750.92	\$693,322.52
Income verses Expenditures	(\$44,137.71)	(\$224,057.95)	\$260,242.25

ATTENDANCE INFORMATION

	FYE 2023 MTD Oct-22	FYE 2022-23 YTD Oct 22 - 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 - October 2022 - Labor/Materials Cost Report

Comprehensive Costs

Grand Total Cost: \$71,991.66

Total Misc. Cost (Materials/Contract Labor): \$25,581.58

Total Labor Cost: \$46,410.08

Total Labor Hours: 1,703.5

Total Cost by Request Type

Administrative: \$6.97K – 10%

Custodial: \$25.53K – 35%

Electrical: \$11.64K – 16%

General Maintenance: \$6.60K – 9%

HVAC: \$11.59K – 16%

Plumbing: \$9.23K – 13%

Pest Control: \$431.96 – 1%

Top Buildings by Cost

Indirect: \$18.75K

201B (NPD – Complex): \$6.23K

Facility Maintenance: \$5.69K

City Hall (Complex): \$5.24K

201C (Complex): \$4.89K

201A (Complex): \$4.68K

Transfer Station: \$1.98K

Traffic Control: \$1.71K

12th Ave Recreation Center: \$1.37K

Fleet: \$1.27K

Westwood Tennis: \$1.26K

Central Library: \$1.24K

East Library: \$1.2K

Animal Welfare: \$1.15K

Reaves Park: \$1.08K

Senior Center: \$1.05K

Irving Recreation Center: \$960.33

Fire Station #1: \$902.30

Water Treatment Plant: \$895.75

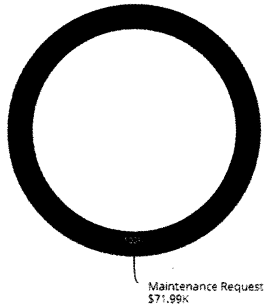
Shooting Range (NPD): \$804.56

Grand Total Cost
\$71,991.66
Order Admin Cost \$25,581.58

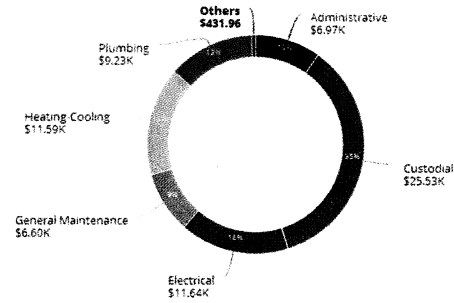
Total Labor Cost
\$46,410.08
Total Labor Hours 1,703.5

Total Inventory Cost
#N/A

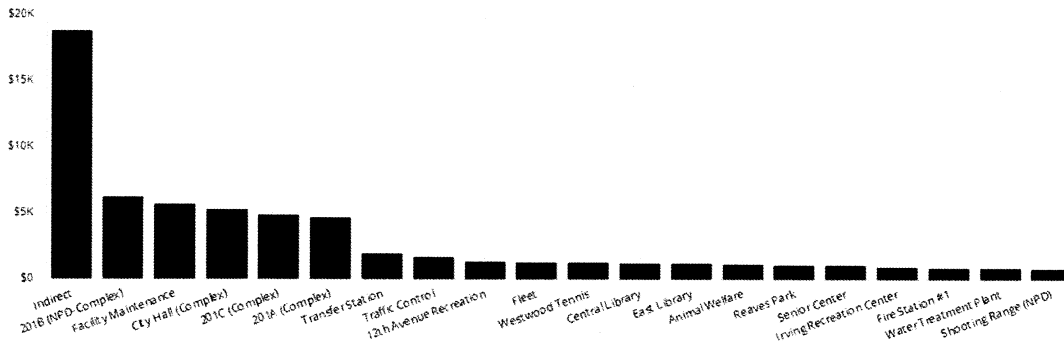
Total Cost by Module



Total Cost by Request Type



Top Buildings by Cost



Comprehensive Operations

Maintenance Requests – Total: 235

Administrative: 30 – 13%

Custodial: 12 – 12%

Electrical: 47 – 20%

General Maintenance: 25 – 11%

HVAC: 58 – 25%

Plumbing: 45 – 19%

Pest Control: 2 – 1%

Finalized Requests – Total: 235

Number of Requests by Building

Indirect: 45

201A (Complex): 11

201B (NPD – Complex): 11

City Hall (Complex): 10

East Library: 9

Central Library: 9

Facility Maintenance: 8

201C (Complex): 8

Irving Recreation Center: 7

Reaves Park: 7

Animal Welfare: 7

Fleet: 7

Traffic Control: 7

Fire Station #1: 6

Line Maintenance: 5

Neighborhood Parks: 4

Sooner Theater: 4

Shooting Range (NPD): 4

Fire Station #3: 4

12th Ave Recreation Center: 4

Fire Station #7: 4

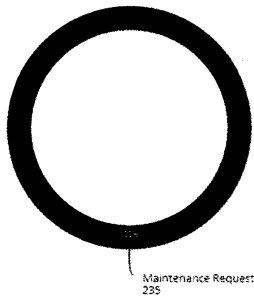
Senior Center: 3

Norman Investigation Center: 3

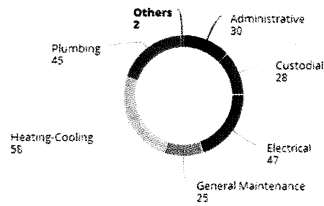
Water Reclamation Facility: 3

Fire Station #2: 3

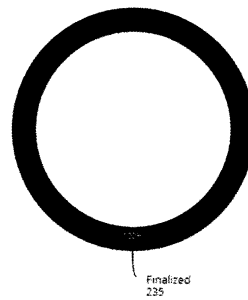
Requests by Module



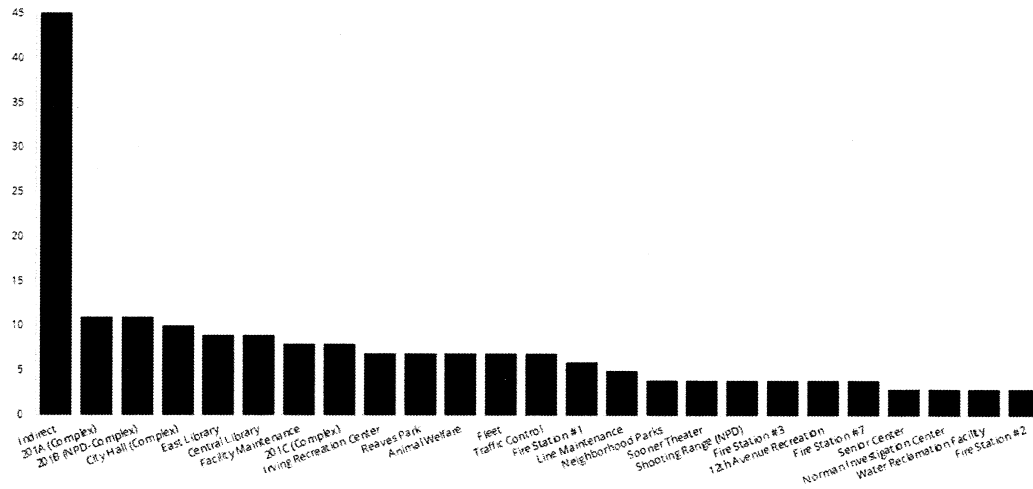
Requests by Type



Requests by Current Status



Requests by Building



Work Summary

PM & Work Requests by Current State

Completed: 197 – 100%

PM & Work Requests Assigned by User

Bill S.: 23 – 11%

Brian J.: 19 – 9%

Don A.: 8 – 14%

Jeff L.: 61 – 30%

Jerry W.: 37 – 18%

Kathy L.: 8 – 4%

Robert B.: 22 – 11%

Jason M.: 4 – 2%

PM & Work Requests by Type

Administrative: 24 – 12%

Custodial: 8 – 4%

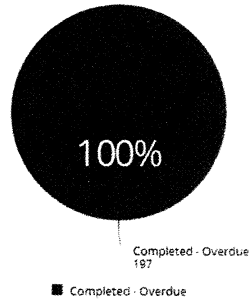
Electrical: 45 – 23%

General Maintenance: 25 – 13%

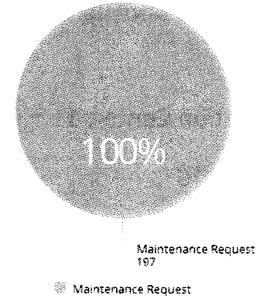
HVAC: 55 – 28%

Plumbing: 40 – 20%

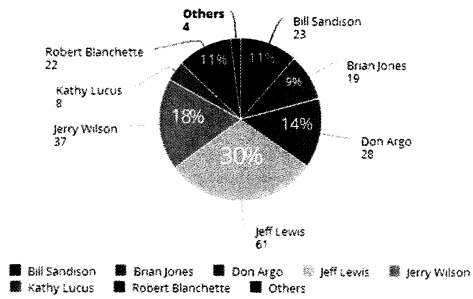
PM and Work Requests By Current State



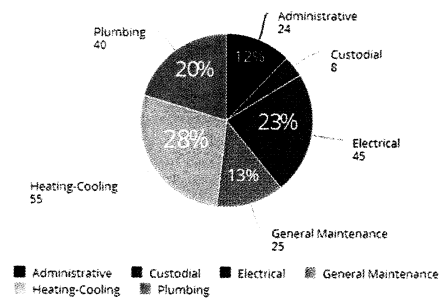
Requests By Module



PM and Work Requests Assigned By User



PM and Work Requests By Type



Team Performance

Labor Hours by User

Bill S.: 146.75 – 12%

Brian J.: 161.5 -- 13%

Don A.: 160 – 13%

Jason M.: 168 – 14%

Jeff L.: 150 – 12%

Jerry W.: 144 – 12%

Kathy L.: 140 – 11%

Robert B.: 166 – 13%

Labor Hours by Building

12th Ave Recreation Center: 11.5

201A (Complex): 76

201B (NPD – Complex): 103

201C (Complex): 82

Andrews Park: 9

Animal Welfare: 17

Central Library: 29.5

City Hall (Complex): 81

Development Center: 3

East Library: 16.5

Facility Maintenance: 115

Fire Station #1: 13

Fire Station #2: 4

Fire Station #3: 7

Fire Station #4: 2

Fire Station #5: 3

Fire Station #6: 2

Fire Station #7: 9

Fire Station #8: 2.5

Fleet: 20

Household Hazardous Waste: 1

*Indirect: 336.5

Irving Recreation Center: 17.5

Legacy Park: 4

Line Maintenance: 11.5

Moore-Lindsey Historical House: 2

Neighborhood Parks: 8

Norman Investigation Center: 19

Reaves Garden Center: 9

Reaves Park: 17

Ruby Grant Park: 5.5

Sanitation: 5.5

Santa Fe Depot: 4

Senior Center: 8

Shooting Range (NPD): 19.5

Sooner Theater: 9

Streets: 4

Traffic Control: 51.5

Transfer Station: 27.5

Transit/EVT: 3.5

Water Reclamation Facility: 18.5

Water Treatment Plant: 16

Westwood Golf: 5

Westwood Pool: 4

Westwood Tennis: 10

Whittier Recreation Center: 6.75

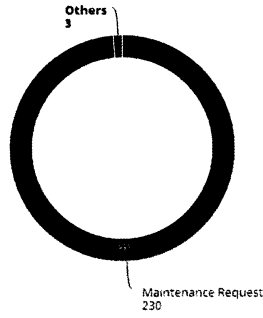
Total Labor Hours
1,236.25

1,236.25 / 1,236.25 = 1.00

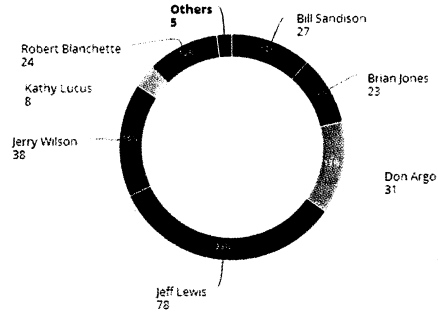
Average Response Time (Days)
0.13

0.13 / 0.13 = 1.00

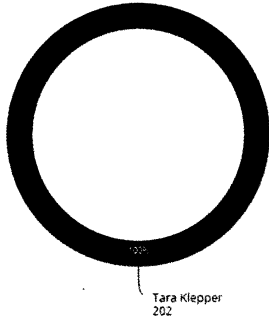
Requests by Module



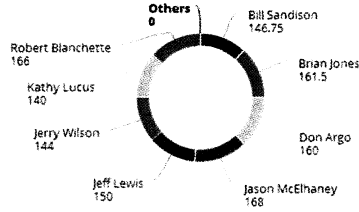
Assigned Requests by User



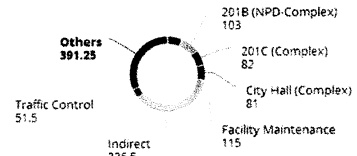
Resolutions by User



Labor Hours by User



Labor Hours by Building



PLANNING AND COMMUNITY DEVELOPMENT 10

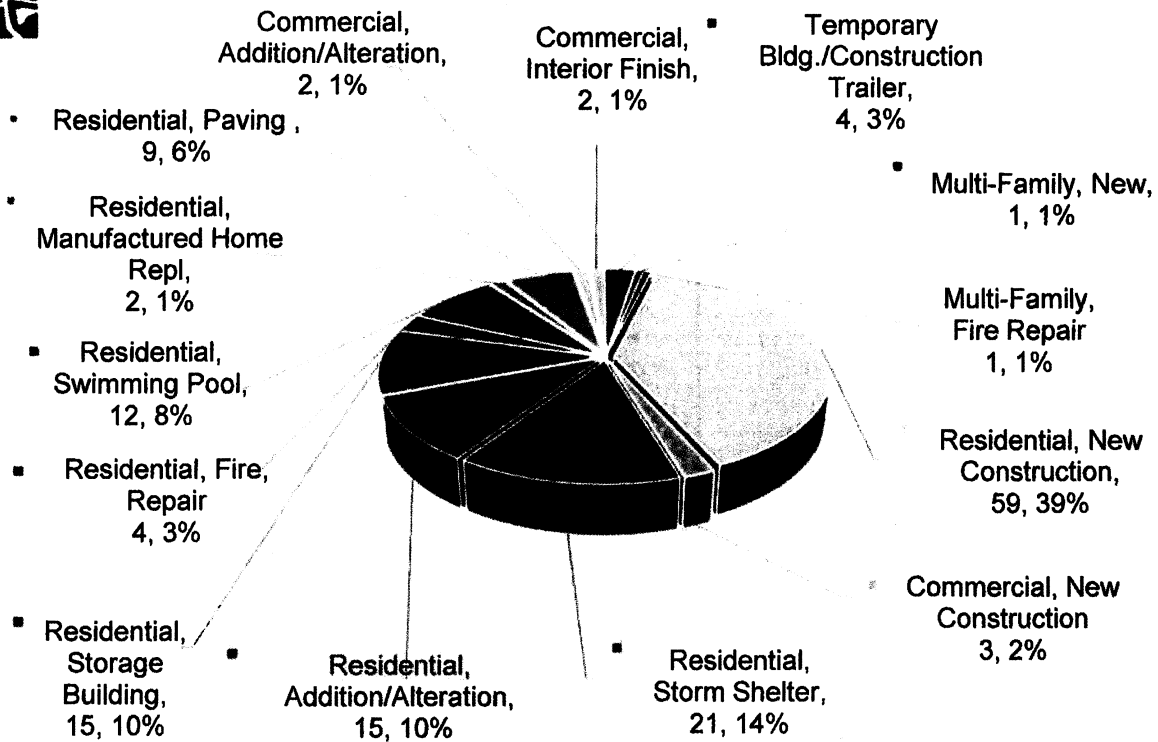


DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY
Building Permit Activity-OCTOBER 2022

DESCRIPTION	2022 YEAR TO-DATE	VALUATION	2021 TOTALS	2021 TOTAL VALUATION	
Residential, New Construction.....	340	\$ 111,908,845	559	\$ 171,447,259	
Residential, New Dwelling Unit Attached.....	0	\$ -	0	\$ -	
Residential, New Manufactured Home.....	6	\$ 642,004	2	\$ 65,000	
Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -	
Residential Duplex, New Construction.....	12	\$ 2,220,000	2	\$ 400,000	
Residential, Garage Apartment.....	0	\$ -	0	\$ -	
Multi-Family, New Construction 3-4 DU.....	1	\$ 1,100,000	1	\$ 750,000	
Multi-Family, New Construction 5+ DU.....	4	\$ 4,550,000	9	\$ 22,230,000	
Multi-Family, Fire Repair.....	50	\$ 650,270	13	\$ 284,798	
Multi-Family, Foundation.....	5	\$ 205,500	3	\$ 170,000	
Multi-Family, Addition/Alteration.....	3	\$ 82,540	2	\$ 16,000	
Residential, Addition/Alteration.....	118	\$ 8,073,049	185	\$ 11,219,201	
Residential, Carport.....	3	\$ 9,045	4	\$ 73,710	
Residential, Storm Shelter.....	177	\$ 786,019	307	\$ 1,174,221	
Residential, Storage Building.....	123	\$ 5,635,438	141	\$ 4,708,996	
Residential, Fire Repair.....	15	\$ 1,099,098	31	\$ 1,558,116	
Residential, Swimming Pool.....	95	\$ 7,658,493	145	\$ 9,332,054	
Residential, Manufactured Home Replacement	4	\$ 355,535	7	\$ 582,151	
Residential, Solar.....	142	\$ 5,136,190	16	\$ 461,303	
Residential, Paving.....	91	\$ 1,121,116	111	\$ 1,737,557	
Group Quarters.....	0	\$ -	0	\$ -	
TOTAL	1189	\$ 151,233,142	1538	\$ 226,210,366	
NON-RESIDENTIAL	Commercial, New Construction.....	30	\$ 83,007,500	51	\$ 263,453,985
	Commercial, New Shell Building.....	0	\$ 7,945,000	11	\$ 9,242,000
	Commercial, Addition/Alteration.....	141	\$ 122,407,771	143	\$ 45,783,076
	Commercial, Interior Finish.....	29	\$ 5,534,600	40	\$ 3,374,700
	Commercial, New Foundation.....	6	\$ 1,520,200	7	\$ 10,740,000
	Commercial, Fire Repair.....	2	\$ 302,814	8	\$ 888,000
	Commercial, Parking Lot.....	3	\$ 114,000	7	\$ 682,640
	Commercial, Temporary Bldg./Const Trailer....	36	\$ 324,904	29	\$ 351,391
	TOTAL	247	\$ 221,156,789		\$ 334,515,792
OTHER ACTIVITY	Electrical Permits.....	1,435		1663	
	Heat/Air/Refrigeration Permits.....	1,495		1405	
	Plumbing and Gas Permits.....	1,579		1891	
	Sign Permits.....	410		475	
	Water Well Permits.....	27		44	
	Garage Sale Permits.....	550		782	
	Structure Moving Permits.....	18		16	
	Demo-Residential Permits.....	31		31	
	Demo-Non-Residential Permits.....	6		10	
	Temp. Const. Bldgs. & Roll-off Permits.....	124		173	
	Lot Line Adjustments Filed.....	12		25	
	Certificate of Occupancy (CO).....	1000		1070	
	All Field Inspections.....	23,730		27583	
Net Residential Demos & Removals.....	-49				
TOTAL VALUATION		\$ 372,389,931		\$ 560,726,158	



**CITY OF NORMAN
DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY
OCTOBER 2021 REPORT**



Permit Type	Count	Valuation
Residential, New Construction	59	\$ 16,205,456
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	3	\$ 185,500,000
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	0	\$ -
Residential, Storm Shelter	21	\$ 68,992
Residential, Addition/Alteration	15	\$ 559,171
Residential, Carport	0	\$ -
Residential, Storage Building	15	\$ 511,128
Residential, Fire Repair	4	\$ 314,309
Residential, Swimming Pool	12	\$ 877,492
Residential, Manufactured Home Repl	2	\$ 254,068
Residential, Paving	9	\$ 561,000
Commercial, Addition/Alteration	2	\$ 754,000
Commercial, Interior Finish	2	\$ 244,000
Commercial, Fire Repair	0	\$ -
Commercial, Foundation	0	\$ -
Temporary Bldg./Construction Trailer	4	\$ 5,150
Multi-Family, New	1	\$ 750,000
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	1	\$ 5,500
Group Quarters	0	\$ -
Total	150	\$ 206,610,266

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued October 2022 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area	KW
1 & 2 FAMILY STORM SHELTER	C.A. MCCARTY CONSTRUCTION LLC.	4492	10/4/2022	4513 BELLINGHAM LN	6	1	CARRINGTON PLACE ADD #14	R1	\$ 5,000	35	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	4565	10/7/2022	2617- HALBFAX WAY	1	2	HAWTHORNE PLACE ADD	R1	\$ 3,900	35	
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4801	10/12/2022	2505- SUMMIT CROSSING PKY	2	2	SUMMIT LAKES ADD #11	R1	\$ 2,795	21	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	4650	10/13/2022	1512 SANDPIPER LN	11	1	SLITTON PLACE ADD #7	R1	\$ 3,795	25	
1 & 2 FAMILY STORM SHELTER	SURVIVE-A-STORM SHELTERS	4779	10/26/2022	4150 48TH AVE	11	2W	NOT SUBDIVIDED	A2	\$ 9,782	48	
1 & 2 FAMILY, ADD OR ALTER	LAWRENCE, JIM	4140	10/21/2022	1923 WHISPERING PINES CIR	14	1	WHISPERING PINES ADD	R1	\$ 350,000	4181	
1 & 2 FAMILY, ADD OR ALTER	GREAT DAY IMPROVEMENTS	4411	10/9/2022	1924 HALLBROOKE DR	7	13	HALLBROOKE ADD #2	R1	\$ 45,982	174	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4466	10/6/2022	2912 WILLOW CREEK DR	10	11	WOODCREST EST #3	R1	\$ 95,000	512	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4540	10/7/2022	2005 PROVIDENCE DR	4	3	HALLBROOKE ADD #6	R1	\$ 4,000	270	
1 & 2 FAMILY, ADD OR ALTER	MOHR CONSTRUCTION, LLC	4564	10/12/2022	515 EVERGREEN CIR	4	3	RIVER OAKS #1	R1	\$ 45,000	470	
1 & 2 FAMILY, ADD OR ALTER	ABSOLUTE ARTISAN, LLC.	4808	10/21/2022	312 WINSTON DR	15	1	CAMBRIDGE ADD #4	R1	\$ 18,110	297	
1 & 2 FAMILY, ADD OR ALTER	POWER ROOFING & CONSTRUCTION	4613	10/14/2022	2557 CYPRESS AVE	5	9	COLLEGE MANOR	R1	\$ 100,000	1583	
1 & 2 FAMILY, ADD OR ALTER	SWIFT, BRENT	4658	10/19/2022	822 TIMBERDELL RD	5	1	WILLOW BROOK ADD	R1	\$ 35,000	325	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4707	10/18/2022	3832 HAVENBROOK CIR	72	1	BROOKHAVEN, VILLAGE AT #2	PUD	\$ 1,000	50	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4753	10/25/2022	720 S LAHOMA AVE	31	2W	NOT SUBDIVIDED	R1	\$ 15,000	1554	
1 & 2 FAMILY, ADD OR ALTER	SUN CUSTOM HOMES	5539	10/28/2022	3001 TRAILS END	13	1W	LAKESIDE ESTATES (SURVEY)	A2	\$ 250,000	6109	
1 & 2 FAMILY, PAVING	FELKINS CONCRETE	3918	10/26/2022	2308 CAROLYN CT	10	4	ALAMEDA PARK ADD #1	R1	\$ 2,340	204	
1 & 2 FAMILY, PAVING	OK ELITE RESTORATION	4285	10/28/2022	819- TERRACE PL	16	2	NORMANDY MANOR	R1	\$ 4,700	714	
1 & 2 FAMILY, PAVING	CREATIVE CONCRETE	4402	10/24/2022	4416 GREEN VIEW CIR	17	3	BROOKHAVEN #17	R1	\$ 17,580	1758	
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	4532	10/14/2022	802 S FLOOD AVE	25	5	PARSONS ADDITION	R1	\$ 5,000	376	
1 & 2 FAMILY, PAVING	MEDINA CONSTRUCTION	4652	10/17/2022	3918- COVENTRY LN	2	2	BROOKHAVEN #07	R1	\$ 8,950	1000	
1 & 2 FAMILY, PAVING	PALMCRETE CONSTRUCTION LLC	4752	10/21/2022	3913 BRIARCREST DR	7	15	BROOKHAVEN #02	R1	\$ 4,000	480	
1 & 2 FAMILY, PAVING	VITAL CONSTRUCTION, INC	4617	10/31/2022	105 E VIDA WAY	27	6	TULL'S ADD #1	I1	\$ 13,000	2000	
1 & 2 FAMILY, SOLAR	BLACK STAR SERVICES, LLC	4191	10/12/2022	2424 WHEATLAND PL	8	2	EAST RIDGE ADD #21	R1	\$ 16,000		5
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	4396	10/21/2022	3301 BLUE RIDGE DR	3	2	BLUE RIDGE ACRES	RE	\$ 11,950		5
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER	4475	10/4/2022	1732- W CRESTMONT AVE	1	4	TOWN & COUNTRY ESTATES	R1	\$ 277,500		9
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER	4536	10/7/2022	2608- DEER RUN DR	3	1	DEERFIELD ADD	R1	\$ 34,300		7
1 & 2 FAMILY, SOLAR	SMALL TOWN SOLAR	4550	10/17/2022	1900 BLESSING CT	20	3	ALAMEDA PARK ADD #2	R1	\$ 8,750		6
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER	4551	10/7/2022	535 MERKLE DR	5	18	WESTWOOD ESTATES	R1	\$ 54,806		14
1 & 2 FAMILY, SOLAR	PAIC SOLAR	4666	10/20/2022	205 RIDGE LAKE BLVD	29	2	SUMMIT LAKES ADD #3	R1	\$ 48,541		9
1 & 2 FAMILY, SOLAR	SMALL TOWN SOLAR	4708	10/18/2022	536 WOODSONG DR	11	2	ROYAL OAKS ADD #7	R1	\$ 7,950		5
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER	4741	10/21/2022	4218- MOORGATE DR	7	2	CARRINGTON PLACE ADD #13	R1	\$ 27,418		9
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER	4742	10/21/2022	1901 BROONE DR	1	3	PARK PLACE ADD #4	R1	\$ 44,821		11
1 & 2 FAMILY, SOLAR	SMALL TOWN SOLAR	4785	10/25/2022	323- MIMOSA DR	5	4	CRYSTAL HEIGHTS	R1	\$ 17,701		4
1 & 2 FAMILY, SOLAR	ADT SOLAR, LLC.	4820	10/28/2022	11903- CAMINO REAL DR	23	1	LAGO VISTA	A2	\$ 38,772		12
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	4837	10/28/2022	2718- TIOGA CIR	5	2	SEQUOYAH TRAILS ADD	R1	\$ 12,420		6
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER	4861	10/28/2022	7500 144TH AVE	30	1E	NOT SUBDIVIDED	A2	\$ 13,200		3
1 & 2 FAMILY, STORAGE BLDG	SUN CUSTOM HOMES	2358	10/28/2022	3001 TRAILS END	13	1W	LAKESIDE ESTATES (SURVEY)	A2	\$ 67,000	624	
1 & 2 FAMILY, STORAGE BLDG	GUBER BUILDINGS, LLC.	4487	10/11/2022	8400 E TECLUMSEH RD	18	1W	NOT SUBDIVIDED	A2	\$ 37,200	1500	
1 & 2 FAMILY, STORAGE BLDG	TOFF SHED INC	4500	10/6/2022	10018 OAKRIDGE CIR	4	1	OAKRIDGE EST #1	RE	\$ 7,588	160	
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	4547	10/7/2022	129 S PICKARD AVE	6	1	MCNAMEE ADD	R1	\$ 4,164	128	
1 & 2 FAMILY, STORAGE BLDG	OWNER	4804	10/26/2022	3009 108TH AVE	11	1W	NOT SUBDIVIDED	A2	\$ 20,000	1200	
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	4831	10/27/2022	1527 ASHLEY CIR	9	7	WOODSLAWN ADD #2	R1	\$ 9,828	140	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4304	10/12/2022	3066 CRUDEN DR	11	4	CASCADE ESTATES PUD #5	PUD	\$ 67,000	904	
1 & 2 FAMILY, SWIMMING POOL	AQUATIC DESIGNS POOL & SPA	4371	10/3/2022	4505- CANONBURY CIR	18	2	CARRINGTON PLACE ADD #5	R1	\$ 60,000	900	
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PATIO	4495	10/7/2022	4116 MOORGATE CIR	8	3	CARRINGTON PLACE ADD #7	R1	\$ 38,000	278	
1 & 2 FAMILY, SWIMMING POOL	FOX POOLS OF CENTRAL OK	4521	10/7/2022	4617- KINGSLAND RD	1A	7	CARRINGTON PLACE ADD #14	R1	\$ 75,000	657	
1 & 2 FAMILY, SWIMMING POOL	DUNFORD POOLS	4606	10/12/2022	4508 ASHTON CIR	1	4	ASHTON GROVE ADD SEC 3	PUD	\$ 174,000	2950	
1 & 2 FAMILY, SWIMMING POOL	SWIFT, BRENT	4782	10/25/2022	822- TIMBERDELL RD	5	1	WILLOW BROOK ADD	R1	\$ 100,000	2409	
1 FAMILY, NEW CONSTRUCTION	MUIRFIELD HOMES	4198	10/21/2022	3200 PIREFLY DR	18	2	FROST CREEK ADD	PUD	\$ 650,000	5878	
1 FAMILY, NEW CONSTRUCTION	OWNER	4455	10/26/2022	4950 198TH AVE	4	1E	NOT SUBDIVIDED	A2	\$ 241,780	2853	
1 FAMILY, NEW CONSTRUCTION	OWNER	4548	10/13/2022	6801 DAY DR	19	1W	SMITH RANCH	A2	\$ 30,000	528	
1 FAMILY, NEW CONSTRUCTION	RICHARDSON HOMES	4581	10/20/2022	2258 HARRIET RD	2	1	TEALL DIVISION	RE	\$ 447,003	3710	
1 FAMILY, NEW CONSTRUCTION	C.A. MCCARTY CONSTRUCTION LLC	4645	10/21/2022	4411 BELLINGHAM LN	14	1	CARRINGTON PLACE ADD #14	R1	\$ 700,000	4308	
1 FAMILY, NEW CONSTRUCTION	UNITED BUILT HOMES,LLC.	4700	10/28/2022	12326 RED BUD DR	9	5	WHISPERING HILLS	R1	\$ 259,760	2160	
1 FAMILY, NEW CONSTRUCTION	OWNER	4480	10/13/2022	9700 STORM KING RD	10	1W	SHADOWY RUN	A2	\$ 325,220	3614	
1 FAMILY, NEW CONSTRUCTION	GREEN HAVEN HOMES, INC	4820	10/21/2022	501 TRENTON RD	3	4	NORMANDY PARK	R1	\$ 230,580	2222	
1 FAMILY, NEW CONSTRUCTION	OWNER	4739	10/28/2022	4101 132ND AVE	18	1E	NOT SUBDIVIDED	A2	\$ 336,000	3200	
3+ FAMILY, NEW CONSTRUCTION	CSO DEVELOPMENT	4553	10/25/2022	201 E BOYD ST	18	3	STATE UNIVERSITY ADD	CCFB	\$ 1,250,000	6300	
3+ FAMILY, NEW CONSTRUCTION	CSO DEVELOPMENT	4554	10/25/2022	211 E BOYD ST	22	3	STATE UNIVERSITY ADD	CCFB	\$ 1,250,000	6900	
TEMPORARY ROLL-OFF, RESIDENTIAL	CAIN, KEM M.	4480	10/3/2022	2640 132ND AVE	12	1W	WHISPERING OAKS (SURVEY)	A2	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	MEDLEY, STEPHEN	4511	10/4/2022	10400 E BOYD ST	34	1W	WINDEMERE HEIGHTS	A2	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	ALLEN, WILBUR D	4549	10/6/2022	937 JONA KAY TER	10	1	WHITTIER EST	R1	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	LAVALLEY, RITA	4583	10/7/2022	10450 POST OAK RD	22	1W	NOT SUBDIVIDED	A2	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	FOUST, JULIE	4607	10/10/2022	721 WILLOW LN	18	1	WILLOW BROOK ADD	R1	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	WARD, JERRY A	4754	10/19/2022	3501 156TH AVE	16	1E	BENT OAKS	R1	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	CHITWOOD, JOHN	4686	10/28/2022	4724 PERSIMMON CT	29	2	ROCK CREEK POLO CLUB #3	A2	\$ 0	0	
TEMPORARY ROLL-OFF, RESIDENTIAL	WALKER, ROBERT	4889	10/31/2022	1100 48TH AVE	26	2W	PECAN HEIGHTS	A2	\$ 0	20	
TEMPORARY ROLL-OFF, RESIDENTIAL	PALER, JOHN	4900	10/31/2022	1828 OAKHILL DR	19	6	OAKHURST ADD SEC 02	NA	\$ 0	0	

TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)	60	AVERAGE VALUATION TOTAL VALUATION	\$ \$	113,861 8,031,657	AVERAGE PROJECT AREA TOTAL PROJECT AREA	3,367 77,444	(SOLAR PERMITS - PROJECT AREA NOT INCLUDED)
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Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts
1 & 2 FAMILY, STORM SHELTER	5		\$ 25,252	RESIDENTIAL STORAGE CONTAINER	0
1 & 2 FAMILY, ADD OR ALT	11		\$ 956,702	TEMPORARY ROLL-OFF, RESIDENTIAL	9
1 & 2 FAMILY, CARPORT	0		\$ -	TEMPERARY ROLL-OFF, OTHER	0
1 & 2 FAMILY, FIRE REPAIR	0		\$ -	SEASONAL STORAGE CONTAINER	0
1 & 2 FAMILY, PAVING	7		\$ 55,570		
1 & 2 FAMILY, SOLAR	14		\$ 614,029		
1 & 2 FAMILY, STORAGE BLDG	6		\$ 145,761		
1 & 2 FAMILY, SWIMMING POOL	6		\$ 514,000		
1 FAMILY, MANUFACTURED HOME REPLACEMENT	0		\$ -		
1 FAMILY, MANUFACTURED HOME NEW	0		\$ -		
1 FAMILY, NEW CONSTRUCTION	9		\$ 3,220,343		
2-FAMILY, NEW CONSTRUCTION	0		\$ -		
3-FAMILY, NEW CONSTRUCTION	2		\$ 2,500,000		
3-FAMILY, FIRE REPAIR	0		\$ -		
3-FAMILY, FOUNDATION	0		\$ -		
3-FAMILY, ADD/ALT	0		\$ -		
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
TOTAL	60		\$ 8,031,657	TOTAL DEMO-NET DWELLING UNITS	-2

DEMOS-RESIDENTIAL
 9814 ERYE CIR NET # DU
 800 LEXINGTON ST #286 1



**City of Norman
BUILDING PERMITS AND INSPECTIONS**

**NON-RESIDENTIAL BUILDING PERMITS
Issued October 2022- Sorted by Permit Type**

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT	SOONER BUILT LLC.	405 BURGER BAR REMODEL	4268	10/13/2022	2539	W	MAIN	ST	26	3W	NOT SUBDIVIDED	C2	\$ 88,000	3,550
COMMERCIAL, ADD/ALT	ACT CONSTRUCTION	SISCOUNT TIRE SHOWROOM REMODEL	4793	10/10/2022	2900		MOUNT WILLIAMS	DR	7	1	UNIVERSITY NORTH PARK SEC 1	PUD	\$ 250,000	9,042
COMMERCIAL, FOUNDATION PERMIT	GEDDES-ARMSTRONG CONSTRUCTION,	CEC WAREHOUSE ADDITION-FOUNDATION	4588	10/27/2022	242		24TH	AVE		3	TWENTY-FOURTH AVE IND PARK	I1	\$ 550,000	22,869
COMMERCIAL, INTERIOR FINISH	AC OWEN CONSTRUCTION	SHEARER SUPPLY	2384	10/6/2022	2345		INDUSTRIAL	BLVD	3A	2	NORMAN INDUSTRIAL TRACT	I2	\$ 250,000	20,000
COMMERCIAL, INTERIOR FINISH	LEASEE (TENANT)	BOOST MOBILE	4506	10/14/2022	2100	W	LINDSEY	ST	1	1	MURPHY'S ADD	C2	\$ 10,000	1,250
COMMERCIAL, NEW CONSTRUCTION	MEEK DEVELOPMENT	MISSION NORMAN FOOD PANTRY/OFFICE	2762	10/13/2022	2525	E	LINDSEY	ST	1	1	MISSION NORMAN	PUD	\$ 950,000	7,728
COMMERCIAL, NEW CONSTRUCTION	STONEWALL HOMES, LLC.	STONEWALL HOMES OFFICES	3958	10/18/2022	2268		36TH	AVE	1	1	BROOKHAVEN OFFICE PARK SEC.#1	C1	\$ 1,500,000	5,946
COMMERCIAL, NEW CONSTRUCTION	BETTER BARNS	LAMB TOWING AND RECOVERY STORAGE	4637	10/18/2022	1221	W	ROCK CREEK	RD	1	1	MILLIGAN ADDITION SFP	I1	\$ 25,000	1,200
COMMERCIAL, NEW CONSTRUCTION	GE JOHNSON CONSTRUCTION	YOUNG FAMILY ATHLETIC COMPLEX	5442	10/14/2022	2201		TRAE YOUNG	DR	1	1	YOUNG FAMILY ATHLETIC COMPLEX	PUD	\$ 38,000,000	109,601
COMMERCIAL, NEW SHELL BLDG	TC GRISSOM BUILDING CO.	EQUITY COMMERCIAL REALTY SHELL	1461	10/20/2022	720		RESEARCH PARK	BLVD	35A	3	NORMAN RESEARCH PARK	I1	\$ 525,000	10,500
COMMERCIAL, NEW SHELL BLDG	TC GRISSOM BUILDING CO.	EQUITY COMMERCIAL REALTY SHELL	1462	10/20/2022	728		RESEARCH PARK	BLVD	35A	3	NORMAN RESEARCH PARK	I1	\$ 525,000	10,500
TEMPORARY BLDG/CONST	OWNER	PARSONS ADDITION FOOD PANTRY/OFFICE	4634	10/19/2022	800		CHAUTAQUA	AVE	31	7	PARSONS ADDITION	R2	\$ 3,500	600

TOTAL PERMITS

12

AVERAGE VALUATION
TOTAL VALUATION

\$3,556,375
\$42,676,500

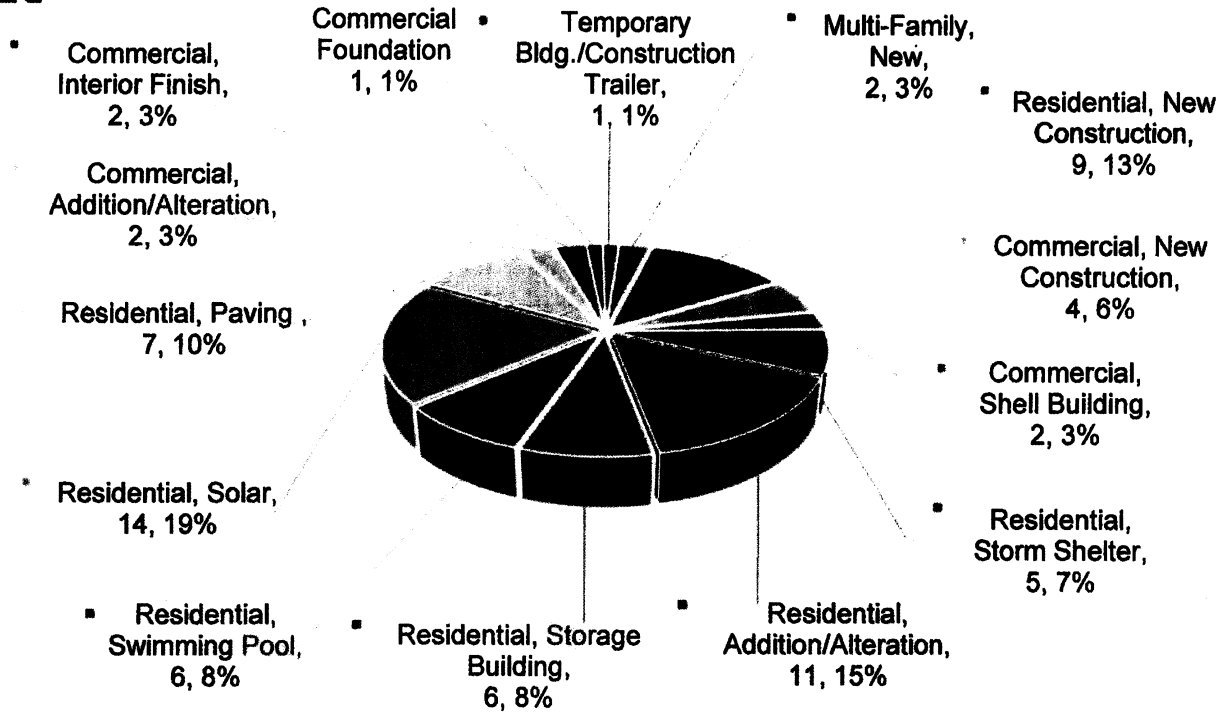
AVERAGE PROJECT AREA
TOTAL PROJECT AREA

16,899
202,786

Permit Type	Count	Valuation	Building Size (SF)	Use/Classification	Business
COMMERCIAL, ADD/ALT	2	\$ 338,000			
COMMERCIAL, FOUNDATION PERMIT	1	\$ 550,000			
COMMERCIAL, FIRE REPAIR	0	\$ -			
COMMERCIAL, INTERIOR FINISH	2	\$ 260,000			
COMMERCIAL, NEW CONSTRUCTION	4	\$ 40,475,000			
COMMERCIAL, NEW SHELL BLDG	2	\$ 1,050,000			
COMMERCIAL, PARKING LOT	0	\$ -			
TEMPORARY BLDG/CONST TRAILER	1	\$ 3,500			
TOTAL	12	\$ 42,676,500	109,601	INDUSTRIAL	MISSION NORMAN FOOD PANTRY

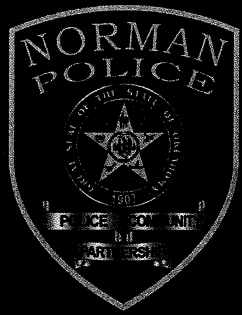


**CITY OF NORMAN
DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY
OCTOBER 2022 REPORT**



Permit Type			Valuation
Residential, New Construction	9		\$ 3,220,343
Residential Duplex, New Construction	0		\$ -
Residential, New Manufactured Home	0		\$ -
Commercial, New Construction	4		\$ 40,475,000
Commercial, Parking Lot	0		\$ -
Commercial, Shell Building	2		\$ 1,050,000
Residential, Storm Shelter	5		\$ 25,252
Residential, Addition/Alteration	11		\$ 956,702
Residential, Carport	0		\$ -
Residential, Storage Building	6		\$ 145,761
Residential, Fire Repair	0		\$ -
Residential, Swimming Pool	6		\$ 514,000
Residential, Manufactured Home Repl	0		\$ -
Residential, Solar	14		\$ 614,029
Residential, Paving	7		\$ 55,570
Commercial, Addition/Alteration	2		\$ 338,000
Commercial, Interior Finish	2		\$ 260,000
Commercial, Fire Repair	0		\$ -
Commercial, Foundation	1		\$ 550,000
Temporary Bldg./Construction Trailer	1		\$ 3,500
Multi-Family, New	2		\$ 2,500,000
Multi-Family, Addition/Alteration	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	0		\$ -
Group Quarters	0		\$ -
	72		\$ 50,708,157

POLICE 11



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW



@normanokpd

OCTOBER | 2022

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED CRIMES	2022	5-YEAR AVERAGE	2021
MURDER	0	0	1
SEXUAL ASSAULTS	17	19	30
ROBBERY	2	5	5
AGGRAVATED ASSAULTS	27	19	27
BURGLARY OF BUILDING	41	42	39
LARCENY/THEFT	213	248	259
MOTOR VEHICLE THEFT	29	36	45
ARSON	0	0	0
KIDNAPPING	3	2	5
FRAUD/FORGERY	63	74	58
DUI/APC	32	34	29
PUBLIC INTOXICATION	47	51	46
RUNAWAYS	14	30	36
DRUG VIOLATIONS	41	74	30
THREATS/HARASSMENT	41	29	41
VANDALISM	85	82	86
OTHER	838	819	891
TOTAL REPORTED CRIME	1,173	1,231	1,298
TOTAL ARRESTS:	468	561	477
PROTECTIVE CUSTODY:	89	110	111
TOTAL CASE REPORTS*	1,002	1,081	1,130
COLLISIONS	191	211	217
FATALITY	1	1	1
INJURY	55	70	79
NON- INJURY	135	140	137
NUMBER OF PEOPLE INJURED	87	103	118
CITATIONS & WARNINGS	1,942	3,465	1,172
TRAFFIC CITATIONS	386	875	235
TRAFFIC WARNINGS	750	1,447	387
PARKING CITATIONS & WARNINGS	806	1,143	550

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 4,572

NON-EMERGENCY CALLS TAKEN: 16,838

TOTAL INCOMING CALLS: 23,190

TOTAL CALLS FOR SERVICE GENERATED: 10,619

POLICE CALLS FOR SERVICE: 7,010

OFFICER INITIATED: 1,780

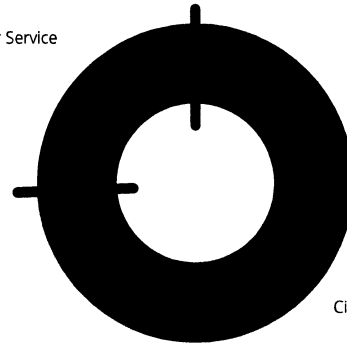
CITIZEN INITIATED: 5,230

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,591

EMSSTAT: 1,993

Officer Initiated Calls for Service
1,780



Citizen Initiated Calls for Service
5,230

INVESTIGATIONS ACTIVITY

CASES CURRENTLY OPEN (2020 TO PRESENT): 373

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 174

CASES CLOSED DURING REPORTING PERIOD: 499

CLEARED BY ARREST / WARRANT: 10

CLEARED BY EXCEPTION: 22

COP FOLLOW-UP: 12

DEACTIVATED: 434

REFERRED TO PATROL: 7

DEACTIVATED DUE TO STAFFING: 9

UNFOUNDED: 5

ANIMAL WELFARE

INTAKES: 245

LIVE RELEASES: 253

LIVE OUTCOME RATE: 90%

ANIMALS FOSTERED: 104

ANIMALS LICENSED: 74

VOLUNTEER HOURS: 313

RECORDS

CUSTOMER SERVICE CONTACTS: 1,453

IN-PERSON CONTACTS: 758

PHONE CONTACTS: 695

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED OFFICER POSITIONS: 180

CURRENT COMMISSIONED OFFICERS: 154 (21 VACANCIES | 5 IN POLICE ACADEMY)

OFFICERS AVAILABLE FOR ASSIGNMENT: 140

14 ARE UNAVAILABLE DUE TO OJI, LONGTERM MEDICAL; MILITARY LEAVE; FIELD TRAINING

AUTHORIZED NON-COMMISSIONED POSITIONS: 72

INCLUDES ANIMAL WELFARE, DISPATCH, PARKING SERVICES, RECORDS, AND ADMINISTRATIVE TECHNICIANS

CURRENT NON-COMMISSIONED POSITIONS: 63 (8 VACANCIES)

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report October 2022



IN SHELTER ANIMAL COUNTS

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	71	98	169	102	104	206	37	22%
Ending	66	75	141	87	81	168	27	19%

ANIMAL INTAKES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	117	76	193	105	95	200	7	4%
Owner Relinquish	15	3	18	9	6	15	(3)	-17%
Owner Intended Euth	0	0	0	2	0	2	2	
Transfer In	0	1	1	0	0	0	(1)	-100%
Other Intakes*	2	1	3	7	0	7	4	133%
Returned Animal	7	6	13	12	9	21	8	62%
TOTAL LIVE INTAKES	141	87	228	135	110	245	17	7%

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

OTHER STATISTICS

	2021		2022		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	
Dog Collected (DOA)	1	1	1	1	0	0%
Cat Collected (DOA)	0	0	3	3	3	
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	3	3	3	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	0	0	0	0	0	
Intake Other	2	2	0	0	(2)	-100%
TOTAL OTHER ITEMS	3	3	7	7	4	133%

LENGTH OF STAY (DAYS)

	2021	2022
Dog	11	18.3
Puppy	14.3	16.9
Cat	16.4	13.4
Kitten	12.7	13.5

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	98	69	0	167

Norman Animal Welfare Monthly Statistical Report October 2022



LIVE ANIMAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	56	96	152	82	104	186	34	22%
Return To Owner	75	3	78	40	3	43	(35)	-45%
Transferred Out	13	0	13	18	5	23	10	77%
Returned to Field	0	0	0	0	1	1	1	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	144	99	243	140	113	253	10	4%

OTHER ANIMAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	4	4	1	10	11	7	175%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	3	7	10	7	10	17	7	70%
Owner Intended Euth	0	0	0	2	0	2	2	
TOTAL OTHER OUTCOMES	3	11	14	10	20	30	16	114%

TOTAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	144	99	243	140	113	253	10	4%
Total Other Outcomes	3	11	14	10	20	30	16	114%
TOTAL OUTCOMES	147	110	257	150	133	283	26	10%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	4	8	0	12
Medical - Injured	0	2	0	2	11%
Behavior - Aggressive	2	0	0	2	11%
Behavior - Other	3	0	0	3	16%
TOTAL EUTHANASIA	9	10	0	19	

MONTHLY LIVE RELEASE RATE

2021	2022
94.6%	90.0%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS

12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
October 2022

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed two (2) Final Plats for the Development Committee; Three (3) Preliminary Plats, one (1) Rural Certificate of Survey and one (1) closure for City Council. The Development Engineer reviewed 22 sets of construction plans and 7 punch lists. There were 85 permits reviewed and/or issued. Fees were collected in the amount of \$19,788.05.

CAPITAL PROJECTS:

Alameda Street Widening Project:

The City of Norman conducted a bid opening on December 16, 2021, for the 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:

- December 2022: Complete urban section from Ridge Lake Dr. to the intersection at 36th Ave. SE
- December 2022: Close 36th Avenue SE and complete the intersection
- May 2023: Complete rural section from 36th Ave. SE through the intersection at 48th Ave. SE

As of the last pay application on 10/21/2022, 46% of the total contract amount has been expended and 38% of total contract time has been 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:

- Finished installing the asphalt base working course on Alameda Street between Ridge Lake Boulevard and 36th Avenue East
- Finished installing the concrete curb and gutter on Alameda Street between Ridge Lake Boulevard and 36th Avenue East
- Started final grading behind the curbs on the Urban Project between Ridge Lake Boulevard and 36th Ave. East

36th Avenue Northwest Phase 2 Waterline Relocations Project- Tecumseh Road to Market Place:

The City of Norman conducted a bid opening on February 11, 2022, for the 36th Avenue Northwest Phase 2 Waterline Relocations Project. The low bidder was Matthews Trenching Co., Inc. of Oklahoma City, Oklahoma in the amount of \$799,630.00. The Norman City Council awarded the project at the March 8, 2022 City Council Meeting. Construction began on April 18, 2022. This project has a 180-calendar day construction schedule. Staff estimates an October 2022 completion.

The project involves the following items:

- Relocation of approximately 5400 L.F. of 6", 8" and 12" waterline to alleviate conflicts with the future widening of 36th Avenue NW from Franklin Road to Market Place.

The contractor's activities this month were as follows:

- *Completed disinfection and testing*
- *Continued final connections*

Sidewalk Programs:

FYE 2023 Sidewalk Concrete Projects. This project was awarded to EMC Services LLC and is scheduled to start October 10, 2022. This contract includes Citywide Sidewalk Reconstruction Project, 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 scheduled to start in mid to late November, 2022. 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.

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.

Work on obtaining easements necessary to construct the east alley continued throughout September. Change Order No. 1 was processed to account for added sidewalk and parking on the street section of the project as well as cross section changes needed for the east alley. Work on the south alley resumed on October 3rd.

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. All parties have agreed in principal to the easements necessary to construct the east alley. However, the project is paused until those easements are finalized.

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.

All panel replacement in the street is complete. Two-way traffic is restored with minor traffic control still in place. There are two ADA improvements included in the project that still need to be completed. The inspector has indicated that the punch list might be significant.

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. Most of Brookhaven and Guilford were also completed in October.

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 College, Brandywine, Louisiana, Mockingbird Lane, Mockingbird Court, and Morren. Popups at Alameda and 12th Avenue NE, Lindsey east of Classen, and Lindsey and Creekside Drive have been repaired.

PUBLIC TRANSIT

Vehicle Procurement

- The City is currently in the process of purchasing 2 battery electric busses and staff anticipates receiving these vehicles in October 2022. 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.
 - Staff visited the bus manufacturer's facility between September 13-16, 2022 in order to inspect the buses as the manufacturing process was mostly complete. Unfortunately, there have been some part delays for these 2 buses which will prolong their delivery. Once fully complete, the manufacturer, Gillig, will perform tests before the buses are delivered.
- The City is currently in the process of purchasing 5 paratransit vans and staff anticipates receiving these vehicles in January-February 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 October 2023-January 2024. 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.

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

- The Go Norman Transit Plan was approved by resolution by Council at its June 22nd, 2021 meeting. Staff are continuing to move forward on plan recommendations. Recent work includes:
 - Staff continue to have regular meetings with the architects to finalize renovation plans for the 320 E. Comanche St property into a City Transit Center. The next step is to acquire a cost estimate for the work to be completed before bidding out the work.
 - The City is currently in a public feedback period for the proposed transit route changes. Please see the Service change Public Participation Process section below for more details.
 - Staff continue to work with partner agencies, such as EMBARK and Tyler Media, on the overall implementation plan for the recommended route network in the Go Norman Transit Plan. This includes a public participation process to finalize the route changes as mentioned above, implementing the bus stop changes, renovating the new Transit Center, marketing, and others.

Grants

- In addition to other grant opportunities, Staff have again applied to the annual Surface Transportation Block Grant Program – Urbanized Area (STBG-UZA) call for projects, as announced by the Association of Central Oklahoma Governments (ACOG).
 - The City has had success with this same grant program in the past, securing funds for a bus replacement in FY 2021 and FY 2022 call for projects.
 - Staff are proposing to replace 2 CNG 35' fixed route buses.
 - Council supported the application by Resolution on October 11.

Service Change Public Participation Process

- Staff have been working diligently on proposed changes to the fixed route bus service to better service Norman residents and improve the efficiency of bus transit service in our city. As part of that process, and in accordance with Title VI of the 1964 Civil Rights Act, staff will conduct a public participation process to gather feedback from the public about the proposed changes to the service. Council passed a resolution acknowledging and approving this process at the September 27, 2022 regular Council meeting.
- Plans for the public participation process include:
 - Collaborating with the City's Chief Communications Officer to advertise the process. A press release was sent out on October 28 announcing the public comment period. Posters advertising the Public Meetings in both English and Spanish have been created and posted across the Transit fleet as well as at City Hall and the Brooks Street Transfer Station.
 - Multiple meetings both in person & virtually. Three meetings have been scheduled as follows:
 - Virtual Meeting. 11/15/2022, Noon-1pm, via Zoom (tinyurl.com/NormanTransitMeeting;
Call in: 888-475-4499; Meeting ID: 873 4614 7180)
 - 1st In Person Meeting. 11/16/2022, 2:30-3:30pm, Norman Central Public Library, Oklahoma Redbud Room
 - 2nd (and final) In Person Meeting. 11/17/2022, 5:30-6:30pm, City of Norman – City Hall – Council Chambers
 - Educating the public on what changes are being proposed to encourage meaningful feedback & continued participation. A dedicated webpage for the service changes (tinyurl.com/NormanTransitChanges) has been created and is included on the posters mentioned above. More details about this webpage can be found in the Website Updates section below.
 - Receiving public feedback through multiple communications methods such as in person at meetings; via mail, email, and website submitted text based communications; and by phone and verbal based communications. The Public Comment period has been set as October 30, 2022 – November 21, 2022. Transit staff have already begun to receive and compile comments in response to the proposed changes.

- After receiving community feedback, staff anticipates final proposed service changes will be presented to Council for review and approval December 13, 2022.
- If Council approves the final, proposed service changes, staff will then begin working on implementation of the service changes which are expected to be completed by July-August 2023.

Website Updates

- In an effort to better organize information, staff worked diligently on revisions to the City's website. These changes will benefit the transition of parking operations from the Traffic division to the Transit and Parking division by ensuring other city staff and the public have the correct information available. The quadrennial American Public Works Association re-accreditation process will also benefit by having certain planning documentation linked directly on the website.
- Changes to the City's website regarding the Transit and Parking Division of the Public Works Department were published on Monday October 10, 2022 and included:
 - A basic page located under the 'Your Government/Departments/Public Works Department' menu, which describes the division and its goals.
 - A landing page located under the 'For Residents & Visitors' menu which has basic general information and FAQ sections for Transit and for Parking; Civil Rights Title VI program information and forms; and subpage links to the following basic pages:
 - Transit Bus Operations
 - E-Scooters
 - Transit Planning and Assets (which includes a history of the transit division's work as well as links to the current long range transit plan and other agencies that we are associated with such as ACOG, RTA, and the Ok Transit Assoc.)
 - Where to Park and How To Pay
 - Parking Planning (which includes links to various parking studies and business plans)
 - Bus Transit Service Changes
- New web pages can be viewed & reviewed at <https://www.normanok.gov/residents-visitors/transit-parking>
- On October 28, 2022, staff published a basic webform page as a part of the City's website (<https://www.normanok.gov/residents-visitors/transit-parking/bus-transit-service-changes>) with information about the bus transit service changes proposed for implementation in 2023.
 - This webpage acknowledges the Go Norman Transit Plan and the recommended changes that initiated this process and provides both official Public Notice of the public participation process as well as a webform to provide direct Public Comment. Additional contact information is provided for those who may wish to provide official comments through different means of communication (including postal mail, email, and telephone.)
 - The webpage reviews the various changes to the routes and includes photos of the current and proposed route networks as well as a video presentation reviewing the changes. A PDF file of the presentation is also available to review independently.
 - Event pages have been made for each of the Public Meetings which are included on the basic webpage as well as below:
 - <https://www.normanok.gov/events/virtual-public-meeting-norman-transit-service-changes-2023-1-3>
 - <https://www.normanok.gov/events/public-meeting-norman-transit-service-changes-2023-2-3>
 - <https://www.normanok.gov/events/public-meeting-norman-transit-service-changes-2023-3-3>
 - A copy of the Spanish language poster has also been made available on the webpage.

Transit Monthly Performance Report

Attached are the transit performance reports for September 2022.

STREETS DIVISION

CAPITAL PROJECTS:

RIVERSIDE ADDITION

Streets crews replaced damaged concrete panels on Riverside Addition. This repair required 80.75 cubic yards of concrete and resulted in over 274 square yards repaired.

CASTLE ROCK ADDITION

Streets crews replaced damaged concrete panels on Castle Rock Addition. This repair required 24.50 cubic yards of concrete and resulted in over 87 square yards repaired.

POST OAK ROAD: 96TH AVENUE SE TO 108TH AVENUE SE (1-MILE)

Streets crews worked an overlay at Post Oak Road: 96th Avenue SE to 108th Avenue SE and required 653.07 tons of asphalt for the repair.

132ND AVENUE SE: CEDAR LANE TO POST OAK ROAD

Streets crews worked an overlay at 132nd Avenue SE: Cedar Lane to Post Oak Road and required 2,981.96 tons of asphalt for the repair.

ASPHALT OPERATIONS:

TECUMSEH ROAD AND 24TH AVENUE NE (DEEP PATCH)

Streets crews worked a deep patch at Tecumseh Road and 24th Avenue NE and required 78.52 tons of asphalt for the repair.

CONCRETE OPERATIONS:

602 SUNDOWN DRIVE

Streets crews replaced damaged concrete panels on 602 Sundown Drive. This repair required 28.50 cubic yards of concrete and resulted in over 57 square yards repaired.

ROADSIDE OPERATIONS:

Streets Roadside Mowing crew continued their summer mowing schedule. During October, 2022, 289 miles of rural rights-of way and 2,365,955 sq. ft. of urban rights-of-way were mowed.

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 5.38 tons of asphalt was utilized in routine pothole patching operations.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 7 work order requests and closed 6 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew sealed a manhole at Gray and Jones that was rattling. They sealed two leaking stormwater joints at Findley and Comanche and helped the Street department repair the road. The Infrastructure Maintenance crew drove their new tool truck 801 to Shawnee, for the Fleet division, for warranty repairs. The Maintenance crew finished phase I and II of a pipe replacement project on 24th Ave NE (Hall Park) consisting of replacing 140 feet of 48 inch HP pipe across 24th Ave NE. The Infrastructure Maintenance crew checked 75 inlets and cleaned 25 inlets totaling .25 tons of debris removed in Ward 2.

CHANNEL MAINTENANCE

The Channel Maintenance crew started and continued a comprehensive cleaning of South Hollywood Channel. They were able to remove 106 tons of debris from the channel. The Channel Maintenance Crew was able to mow 174,645 square feet of stormwater channels. The Channel Maintenance crew also cleaned Saddleback flume and Anitol I detention, removing 46 tons of debris. They also repaired a leaking stormwater pipe joint at 36th Ave NE and Main. The Channel Maintenance crew checked 943 inlets and cleaned 97 inlets totaling 1.55 tons of debris removed in Ward 3.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 348 lane miles were swept in October resulting in the removal of approximately 84.78 tons of debris from various curb-lined streets throughout the city. The litter crew removed more than 2.19 tons of litter from channels and ROW in the City of Norman. The camera crew was able to video 935 linear feet of stormwater pipe at Cedar Brook Drive, and on Chautauqua Street.

The crew checked 695 inlets and cleaned 262 inlets totaling 1.9 tons of debris removed in Ward 1.

The Street Department checked 1,312 inlets and cleaned 135 inlets totaling 2 tons of debris removed from Ward 4 and Ward 7.

STORMWATER OKIE LOCATES

During the month of October, 2375 Call 811 Okie Spots were received. Of those requests, 84 were stormwater pipe locates, 62 were marked, and 387 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 149 inspections of 110 active sites.

Issued citations, 5 NOVs, and 1 COD to active sites

Issued 2 Earth Change Permits to new projects

Inspected 10 detention/retention ponds.

MS4 OPERATIONS

Received and responded to 30 citizen calls

Conducted 4 outfall inspection.

On October 1, Ms. Chao and Ms. Boteler facilitated a clean-up event and rain garden planting at William Morgan Park. Two new rain gardens were completed and 86 lb. of trash were removed from the watershed.

On October 2, Ms. Chao and Ms. Boteler participated in the Monarchs in the Park festival in Andrews Park where citizens were invited to play Scoop the Poop, view the Enviroscape model, and learn about native plants and other ways to help monarchs and the environment.

On October 6, Ms. Chao and Ms. Boteler attended the 2022 OK Compost Conference.

On October 6, Ms. Chao attended the EDC meeting with Freese and Nichols and local stakeholders.

On October 9-10, Ms. Boteler attended the CISEC training.

On October 11-12, Ms. Chao and Ms. Boteler attended the IECA Texas Conference.

On October 14, Ms. Chao attended the Urban Native Prairie Restoration Workshop at TAFB.

On October 18, Ms. Chao met with Amanda Self, Tyler Media, to discuss renewal options for Norman's advertising contract.

On October 19, Ms. Chao attended the OKC Virtual Webinar series featuring DEQ updates regarding the new OKR10 permit.

On October 19, 2022 Mr. Murphy attended the monthly ECAB meeting.

On October 21, Ms. Chao attended the LID conference planning call.

On October 22, Ms. Chao and Ms. Boteler facilitated pollinator garden maintenance at Prairie Creek Park in partnership with OU's The Little Event.

*Monthly Progress Report
Public Works (October 2022)*

On October 24, Ms. Chao attended the OCASA board meeting for a post-conference debrief and to discuss preliminary plans for the 2023 OK Compost Conference.

On October 26, Ms. Chao attended the stormwater management session of the OFMA Retreat.

On October 27, Ms. Chao, Ms. Boteler, and Mr. Shumate facilitated the DIY Floating Wetland Workshop where participants were invited to learn about and build 2 floating wetlands with Steven Patterson, Bio X Design.

On October 30, Ms. Chao, Ms. Boteler, Ms. Shepard, and Mr. Murphy facilitated the Lake Thunderbird workshop and clean-up where over 1,200 pounds of trash were removed from the watershed.

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 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.

October 2022
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..... 2
- *Preliminary Plats..... 2
- *Short Form Plat..... 1
- *Center City Form Based Code.. 0
- *Concurrent Constr. Request..... 0

City Council Review:

- Certificate of Survey..... 1
- Preliminary Plat..... 3
- Final Plats 0
- Certificate of Plat Correction..... 0
- Encroachment..... 0
- Easements..... 0
- Closure..... 1
- Release of Deferral..... 0

	↓	↓
\$ 3,430.00	↓	↓

Development Committee:

- Final Plats..... 2
- Fee-In-Lieu of Detention..... 0**

Subtotal:

\$0.00	\$4,370.00	\$22,899.50
\$3,430.00	\$4,370.00	\$22,899.50

Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family..... 16
- ***Commercial..... 9
- Multi-Family..... 2
- Addition/Alteration..... 18
- House Moving..... 0
- Paving Only..... 4
- Storage Building..... 8
- Swimming Pool..... 8
- Storm Shelters..... 6
- Public Improvements..... 2
- Temporary Encroachments..... 3
- Fire Line Pits/Misc..... 0
- Franchise Utilities 6
- Other revenue 0
- Flood Plain (@\$100.00 each)..... 0

	↓	↓
\$0.00	↓	↓
\$0.00	↓	↓

Total Permits.....

Grand Total.....

****Construction Plan Review Occurrences

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

\$0.00	\$0.00		
\$0.00	\$100.00		\$400.00
\$16,358.05	\$17,740.10		\$41,335.30
\$19,788.05	\$22,210.10		\$64,634.80
22	33		135
7	6		24

* 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

October 2022

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	7	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	16	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	9	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	22	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%



PERFORMANCE REPORT

Summary of Services Table: September 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.

EMBARK Norman Service Summary	ADP Sep FY23	FY23 YTD	FY22 YTD	Service Profile	Sep FY23	Sep FY22
Fixed Routes (M-F)	992	58,222	56,158	Weekdays	21	22
Fixed Routes (Sat)	270	4,872	4,735	Saturdays	4	4
PLUS (M-F)	94	5,710	4,801	Gamedays	3	4
-Zone 1*	77	4,764	3,821	Holidays	1	1
-Zone 2**	17	946	980	Weather	0	0
PLUS (Sat)***	20	281	186	Fiscal YTD Days	77	77
				Cal. YTD Days	229	230

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 23 YTD	FY 23 Targets	
# of Norman fixed-route passenger trips provided	63,094	251,881	●
# of Norman paratransit trips provided	5,991	21,000	●
% of on-time Norman paratransit pick-ups	98.11%	98.58%	■
# of Norman bus passengers per service hour, cumulative	13.05	13.04	●
# of Norman bus passengers per day, average	821	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.02%	0.00%*	●
% of on-time fixed-route arrivals	76.20%	80.94%	●

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

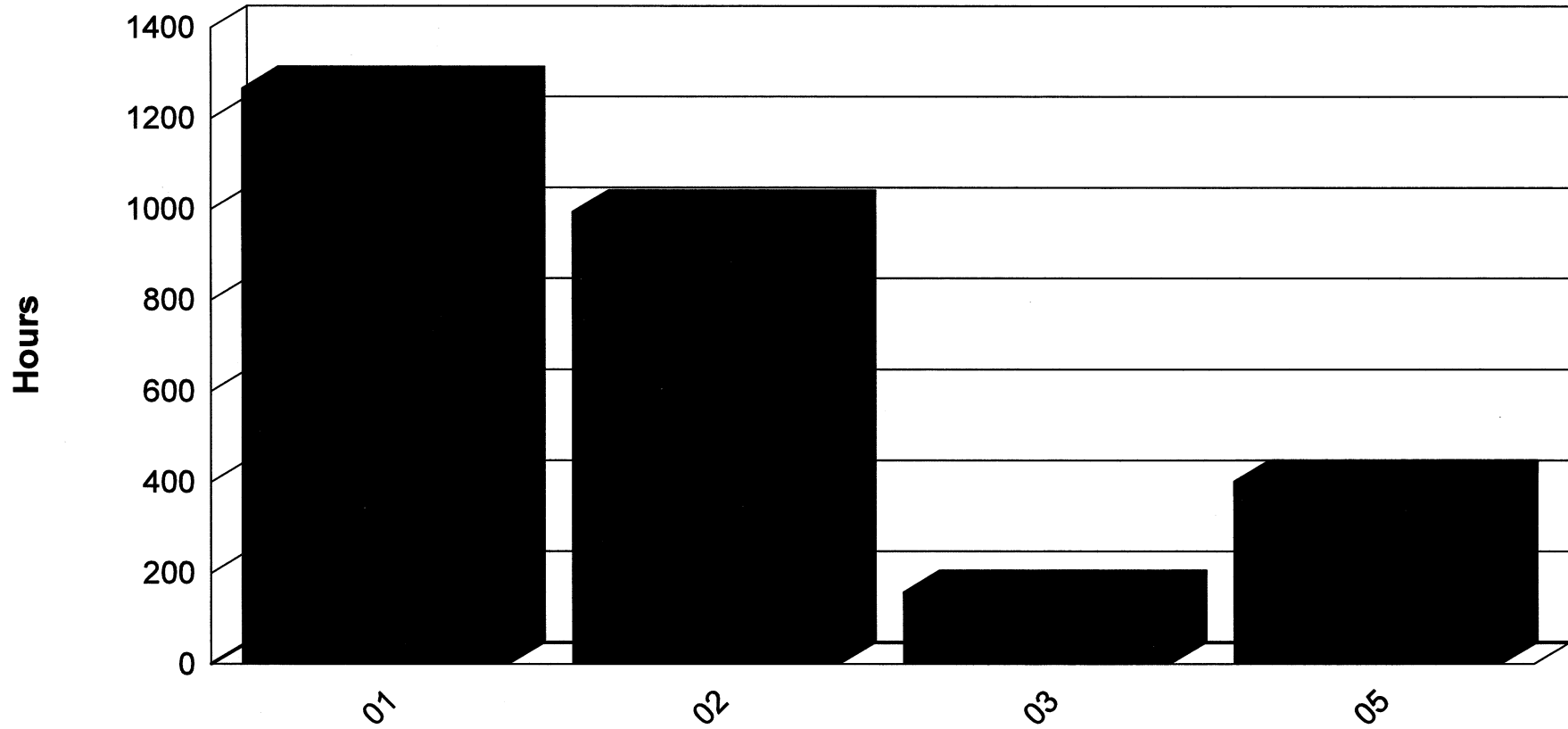
STREET DIVISION					
	FYE 2023 October 2022	FYE 2023 October 2022	Year to Date	Year to Date	FYE 2023
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100% 8.99	100%	100% 31.90	100%	95%
Overlay/pave 10 miles per year.	-	0%	2.80	28%	100%
Replace 2,000 square yards of concrete pavement panels	402.00	20%	1,241.34	62%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	43.00	10%	66.25	16%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	4,281,438.00	34%	14,084,161.00	111%	100%
Mow 148 miles of Rural Right-of-way three times per year	226.00	51%	960.00	216%	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 OCTOBER, 2022	FYE 2023 OCTOBER, 2022	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)	348.00	70%	1,679.00	28%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	2,955.00	30%	3,258.00	33%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	174,645.00	1%	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.	2.19	95%	-		95%
Permit all earth disturbing operations over 1 acre in size.	2.00	100%	13.00		95%
Permit all floodplain activities as appropriate.	2.00	2%	9.00		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.	149.00	135%	608.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	4.00	0%	33.00		20%

LABOR DISTRIBUTION

Direct vs Indirect Labor



DIRECT LABOR 
INDIRECT LABOR 

**TECHNICIAN
ACCOUNTABILITY
10/01/2022 TO 10/31/2022**

This report selects labor and indirect labor records based on the ending date of the record. All transactions with an ending date within the date range specified appear in the report.

It is a summary report showing total labor hours for each shop. Double click the Shop Code to see summaries by technician.

	DIRECT LABOR			INDIRECT LABOR		
	REG HRS	OVT HRS	LABOR \$	REG HRS	OVT HRS	LABOR \$
WORK ORDER SHOP: 01 - LIGHT SHOP	905.99	0.00	61,279.88	361.71	0.00	7,996.02
TOTAL LABOR (Direct plus Indirect):	1,267.69	0.00	69,275.90			
NUMBER OF VEHICLES: 181						
NUMBER OF WORK ORDERS: 263						
	REG HRS	DIRECT LABOR OVT HRS	LABOR \$	REG HRS	INDIRECT LABOR OVT HRS	LABOR \$
WORK ORDER SHOP: 02 - Heavy Shop	772.93	0.00	72,924.54	222.85	0.00	5,306.76
TOTAL LABOR (Direct plus Indirect):	995.78	0.00	78,231.30			
NUMBER OF VEHICLES: 145						
NUMBER OF WORK ORDERS: 219						
	REG HRS	DIRECT LABOR OVT HRS	LABOR \$	REG HRS	INDIRECT LABOR OVT HRS	LABOR \$
WORK ORDER SHOP: 03 - EVT SHOP	151.12	0.00	15,112.05	8.97	0.00	224.35
TOTAL LABOR (Direct plus Indirect):	160.10	0.00	15,336.40			
NUMBER OF VEHICLES: 17						
NUMBER OF WORK ORDERS: 25						
	REG HRS	DIRECT LABOR OVT HRS	LABOR \$	REG HRS	INDIRECT LABOR OVT HRS	LABOR \$
WORK ORDER SHOP: 05 - TRANSIT SHOP	373.14	0.00	37,314.00	29.62	0.00	740.63

**TECHNICIAN
ACCOUNTABILITY
10/01/2022 TO 10/31/2022**

This report selects labor and indirect labor records based on the ending date of the record. All transactions with an ending date within the date range specified appear in the report.

It is a summary report showing total labor hours for each shop. Double click the Shop Code to see summaries by technician.

TOTAL LABOR (Direct plus Indirect):	402.76	0.00	38,054.63
NUMBER OF VEHICLES: 27			
NUMBER OF WORK ORDERS: 63			

**TECHNICIAN
ACCOUNTABILITY
10/01/2022 TO 10/31/2022**

	DIRECT LABOR			INDIRECT LABOR		
	REG HRS	OVT HRS	LABOR \$	REG HRS	OVT HRS	LABOR \$
REPORT TOTALS:	2,203.18	0.00	186,630.47	623.15	0.00	14,267.76
TOTAL LABOR (Direct plus Indirect):	2,826.33	0.00	200,898.23			
NUMBER OF VEHICLES: 298						
NUMBER OF WORK ORDERS: 512						

REPORT PARAMETERS:

INCLUDE OBSOLETE LOOKUP CODES:	NO
TRANSACTION END DATE RANGE:	10/01/2022 TO 10/31/2022
VIEW GRAPH:	YES
GROUP:	WORK ORDER SHOP
EQUIPMENT/RTY DESCRIPTION DISPLAY:	NO
EQUIPMENT NUMBER RANGE:	ALL EQUIPMENT
REPAIR TYPE GROUP CODE RANGE:	ALL REPAIR TYPE GROUP CODES
REPAIR TYPE COMPONENT CODE RANGE:	ALL REPAIR TYPE COMPONENT CODES
REPAIR TYPE REPAIR CODE RANGE:	ALL REPAIR TYPE REPAIR CODES
WSH WORK ORDER SHOP RANGE:	ALL WORK ORDER SHOPS
SHF SHIFT RANGE:	ALL SHIFTS
MID TECHNICIAN ID RANGE:	ALL TECHNICIAN IDS
RTR REPAIR TYPE REASON CODE RANGE:	ALL REPAIR TYPE REASON CODES

Report Version: 20180307.1400

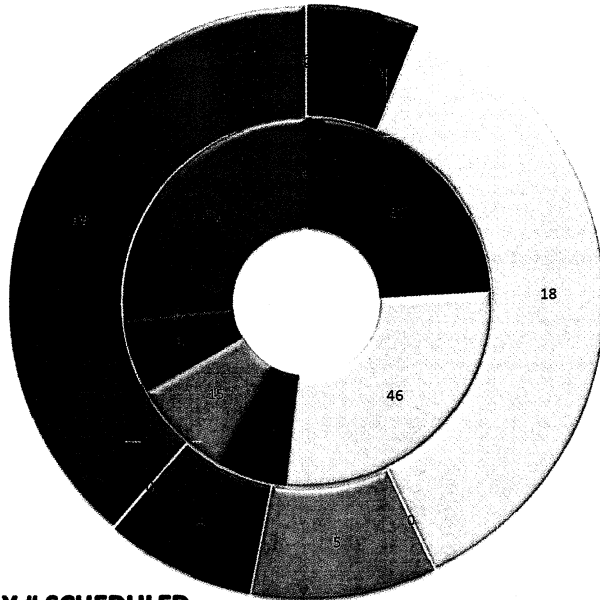
Script Version: 20180201.1400

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
October 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										
211031	2021 Ford Expedition	PD Criminal Investigations	9897	8287	-1610	miles	8/25/2022	Light Repair	PM-C	3/9/2022
1008	2019 Chevy Silervado	PD Criminal Investigations	21765	20568	-1197	miles	10/27/2022	Light Repair	PM-C	1/27/2022
1187	2016 Chevy Tahoe	PD Patrol	40116	40137	21	miles	8/25/2022	Light Repair	PM-C	11/2/2021
PLANNING										
0947	2009 Chevy Colorado	Planning Code Compliance	49932	51384	1452	miles	10/21/2022	Light Repair	PM-C	1/25/2022
0953	2017 Ford F150	Planning Development	85415	83572	-1843	miles	10/27/2022	Light Repair	PM-C	4/20/2022
UTILITIES										
0277	2016 Ranger 225 Welder	Commercial Sanitation	10/1/2022	6/28/2022	-95	days	6/27/2022	Light Repair	PM-C	6/28/2021

PM Compliance Report October FYE 2023



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

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

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	2	2	100.0%
Public Works	38	1	2.6%
Police	46	18	39.1%
Fire	10	0	0.0%
Parks & Rec.	15	5	33.3%
PSST	11	4	36.4%
CDBG	0	0	0.0%
Utilities	44	19	43.2%
Citywide Total	166	49	29.5%

MUNICIPAL COURT							
MUNICIPAL COURT						0%	0%
INFORMATION TECHNOLOGY							
INFORMATION TECHNOLOGY						0%	0%
HUMAN RESOURCES							
HUMAN RESOURCES						0%	0%
PLANNING							
PLANNING	1			1		100%	33%
BUILDING INSPECTIONS						0%	0%
CODE COMPLIANCE	1			1		100%	75%
PUBLIC WORKS							
ENGINEERING	5	5				0%	17%
STREETS	12	10		1		8%	9%
STORMWATER	3	2				0%	16%
TRAFFIC	3	3				0%	20%
STORMWATER QUALITY						0%	0%
FLEET	15	15				0%	0%
TRANSIT						0%	0%
POLICE							
ANIMAL CONTROL	3	2		1		33%	57%
POLICE ADMINISTRATION	2	2				0%	20%
POLICE STAFF SERVICES	1	1				0%	0%
POLICE CRIMINAL INVESTIGATIONS	4	1		3		75%	47%
POLICE PATROL	29	19	3	6		21%	31%
POLICE SPECIAL INVESTIGATIONS	7	2	3	2		29%	60%
POLICE EMERGENCY COMMUNICATIONS						0%	0%
FIRE							
FIRE ADMINISTRATION	3	3				0%	0%
FIRE TRAINING	2	2				0%	0%
FIRE PREVENTION	2	2				0%	0%
FIRE SUPPRESSION	1	1				0%	25%
FIRE DISASTER PREPAREDNESS	2	2				0%	0%
PARKS & RECREATION							
PARK MAINTENANCE	12	8	2	2		17%	32%
PARKS & RECREATION	1		1			0%	0%
CUSTODIAL						0%	0%
FACILITY MAINTENANCE	2	2				0%	0%
PARKS FORESTRY						0%	0%
PUBLIC SAFETY SALES TAX (PSST)							
PSST POLICE PATROL	11	8	3	1		9%	39%
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						0%	0%
WATER PLANT WELLS						0%	0%
WATER PLANT LAB						0%	0%
LINE MAINTENANCE ADMIN.	1		1			0%	0%
WATER LINE MAINTENANCE	8	3	3	2		25%	21%
UTILITIES INSPECTOR						0%	0%
METER SERVICES						0%	0%
UTILITIES WRF							
WRF ADMIN						0%	0%
WRF INDUSTRIAL	1	1				0%	0%
WRF BIOSOLIDS						0%	0%
WRF OPERATIONS						0%	0%
SEWER LINE MAINTENANCE	10	8	1			0%	6%
UTILITIES SANITATION							
SANITATION ADMINISTRATION						0%	0%
SANITATION RESIDENTIAL	11	6	1	3		27%	58%
SANITATION COMMERCIAL	5		3	2		40%	83%
SANITATION TRANSFER	2	2				0%	25%

**FLEET MANAGEMENT
INVENTORY
October 2022**

FUEL

WESTWOOD GOLF	364.5	gallons	DIESEL	@	4.500	\$ 1,640.25
WESTWOOD GOLF	382.6	gallons	UNLEADED	@	4.460	\$ 1,706.40
NORTH BASE	4,978.0	gallons	UNLEADED	@	3.100	\$ 15,431.83
NORTH BASE	4,037.0	gallons	DIESEL	@	4.040	\$ 16,309.46
FIRE STATION #5	362.2	gallons	UNLEADED	@	3.030	\$ 1,097.56
FIRE STATION #5	26.6	gallons	DIESEL	@	4.100	\$ 109.06
FIRE STATION #6	171.1	gallons	UNLEADED	@	3.130	\$ 535.54
FIRE STATION #6	284.2	gallons	DIESEL	@	4.180	\$ 1,187.96
BULK TANKS	1,200.0	gallons	DIESEL	@	4.090	\$ 4,908.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	5,893.9	\$ 18,771.32
DIESEL	5,912.3	\$ 24,154.73

**FLEET DIVISION
ACTIVITY REPORT**

October 2022

IN GALLONS	FYE 2023		FUEL REPORT	
	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED	
Internal pumps	14,184.00	16,226.00	22,535.69	
Outside - sublet	534.00	463.00	6,614.80	
TOTAL	14,718.00	16,689.00	29,150.49	
TOTAL	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
Consumption	20,019.72	22,928.19	26,534.18	6,614.80

FYE 2023 TO DATE CONSUMPTION				
TOTAL	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
Consumption	87,309.20	89,689.58	143,602.89	26,716.40

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.28	Low	\$3.01	UNLEADED	High	\$3.34	Low	\$3.03
DIESEL	High	\$4.16	Low	\$3.95	DIESEL	High	\$4.45	Low	\$4.00
CNG	High	\$1.28	Low	\$1.19	CNG	High	\$2.10	Low	\$1.89

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$76,387.68	Month Total Public CNG Sales	\$13,800
BATTERIES	\$1,981.84	FYE 2023 To Date Public Sales	\$52,749
OILS/FLUIDS	\$11,793.53	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$21,579.74	Total Sold Gallons Life To Date	1,048,520
SUBLET REPAIRS	\$12,180.38	Total Gross Sales Life To Date	\$1,525,340
TOTAL SPENT ALL parts/sublet	\$123,923.17	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Statio	3,017,920

Light Shop				
	2	3	2	7
ROAD SERVICE	2	3	2	7
EMERGENCY ROAD CALLS	6	3	8	19
PM SERVICES	148	97	98	426
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	243	214	258	919
SCHEDULED REPAIRS	44	22	105	262
NON SCHEDULED REPAIRS	53	85	100	351

Heavy Shop				
	3	2	0	6
ROAD SERVICE	3	2	0	6
EMERGENCY ROAD CALLS	22	23	22	90
PM SERVICES	37	41	48	173
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	188	185	182	744
SCHEDULED REPAIRS	37	41	50	178
NON SCHEDULED REPAIRS	123	115	111	488

Transit Shop				
	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	3	0	4
EMERGENCY ROAD CALLS	0	1	1	2
PM SERVICES	15	8	11	44
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	65	68	84	271
SCHEDULED REPAIRS	3	10	13	37
NON SCHEDULED REPAIRS	53	51	64	211

CURRENT MONTH				
	4	10	12	34
ROAD SERVICE	4	10	12	34
EMERGENCY ROAD CALLS	0	0	1	3
PM SERVICES	18	1	11	37
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	28	26	41	124
SCHEDULED REPAIRS	12	14	23	65
NON SCHEDULED REPAIRS	6	5	12	36

COMBINED SHOPS				
	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	9	18	14	51
EMERGENCY ROAD CALLS	28	27	32	114
PM SERVICES	218	126	171	667
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	524	505	581	2098
SCHEDULED REPAIRS	96	163	195	628
NON SCHEDULED REPAIRS	235	261	297	1107

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

October 2022	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%	158	158	100%	491	491	100%
Provide information requested by citizens within 7 days	95%	158	158	100%	491	491	100%
Complete traffic engineering studies within 45 days.	99%	5	5	100%	8	5	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	23	23	100%	95	95	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		375	84.5	0.23	1262	393.5	0.31
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	0	0.00	13.9	99	7.12
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%	61	61	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
		29	29	100%	102	102	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	3	3	100%	21	21	100%
<i>Lower Priority</i> all other signs within one day	90%	15	15	100%	161	161	100%
<i>Street Name Signs</i> within two weeks	90%	22	22	100%	135	135	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
		3192	168	0.05	12,616	449.5	0.04

UTILITIES

13

Monthly Report

October 2022

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 0%
- 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. Materials have been delivered for the Beaumont project.

Water Line Breaks – 17 in October

Sewer Line Data

- Total obstruction service requests - 22
 - Private Plumbing: 21
 - City Infrastructure: 1
 - Sanitary Sewer Overflows: 0 on private side, 1 on city side

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.0816 MGD
- Total Monthly flow: 33.530 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. Platting and stormwater permitting is in the process of being approved by November 22, 2022.

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. Staff is doing a final review to determine if final deliverable meets City requirements before determining if or how to complete the remainder of the project.

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. Monitoring equipment must still be brought online and testing completed.

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 placed into service and added to the sampling and testing regimen. 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 August 1, 2022. Garver has commenced compiling data and writing report. A draft copy of the engineering report should be submitted for review in November 2022, and the final report should be complete and submitted to ODEQ by December 2022.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to \$700,000 to assist in funding project. Grant contract was fully executed during September 2021 and remains active.

In early October 2021, NUA learned that it had 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 a future reuse program. This grant includes \$209,824 worth of in-kind funds from various federal agency resources to be expended in 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 preliminary data gathering) is ongoing.

In April 2022, NUA learned that a third grant 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 determine the best times to add 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 a future reuse 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 Norman Utilities Authority for approval in November 2022. Work will commence immediately upon approval.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Current centrifuges are approaching the end of their useful lives, and thus require excessive maintenance and repairs, and, due to poor service provided by manufacturer, often require extended downtime before necessary repairs can be completed to keep them operational. NUA approved a Contract with Garver, LLC on December 8, 2020, and design for this project commenced immediately thereafter. During the first half of 2021, manufacturers of several different dewatering technologies ran demonstration tests that were observed by Garver, WRF and NUA Engineering staff. WRF and NUA Engineering staff also made several site visits at plants in the region to observe 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 several reputable centrifuge manufactures 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 project specifications.

Garver completed and submitted preliminary design documents for review in August 2022, and a review meeting convened in September 2022. Garver anticipates completing Bidding Documents by the end of 2022. Contract would then be advertised, and bids opened in January 2023. Construction contract should be awarded and Notice to Proceed with construction issued in February 2023. Construction should be complete by November 2023.

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. It has been agreed that a design review meeting will convene early in 2023 so that comments and corrections noted can be addressed just prior to advertisement, which is projected to occur in late April 2023+/- . Bids would then be opened in May 2023, and Contracts Awarded in June 2023. Notice to Proceed with construction will be issued on or after July 1, 2023. Construction would then take one calendar year.

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 90 percent plans.

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 FYE17 (WW0307): Annual project will replace 28,500 feet of deteriorated sewer lines with high density polyethylene (HDPE) pipe and rehabilitate or replace 161 manholes. Area is bounded by Cavecreek Street and Pinecrest Street to the north, Sequoyah Trail and Woodcrest Creek Drive to the west, Rock Creek Road to the south and 12th Avenue NE to the east. Change Order No. 1 was a no-cost change order approved with the contract award. Change Order No. 2 was approved and added approximately 1,000 feet of 12-inch pipe replacement along Chautauqua Avenue from Symmes Street north to just south of Main Street. Change Order No. 3 was added to the project to address unforeseen storm sewer conflicts along Chautauqua and to also eliminate cleanouts for sewer service lines. The contractor has replaced approximately 23,000 feet of line. All work has been completed and project was accepted by Council. This will be the final report on this project.

Engineer: Staff with assistance from Lemke Surveying

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

12th Avenue NE Manhole Replacements (WW0330): This project will replace the existing 36 manholes on the existing 24-inch sanitary sewer line generally running along 12th Avenue NE from Alameda Street to north of Robinson Street. Due to the high hydrogen sulfide concentrations, rehabilitation was deemed to not be feasible for the project. The existing manholes have deteriorated such that replacement is warranted. Material delivery challenges have delayed the start of the project. The initial manhole deliveries were received on November 8, 2021. All work is complete and NUA approved final acceptance and final payment September 13, 2022. This will be final report.

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 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. Edits to the final bid documents have been completed. An Invitation to Bid was Published in the Norman Transcript on November 3, 2022. A Pre-Bid Meeting will be held on November 18, 2022, with a bid opening on December 1, 2022.

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 meter 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. Contractors are currently installing waterline across Venture Drive following an approved traffic control plan this week. This section was originally planned to be bored, but will now be installed by open cut method due to the large amounts of utilities in the area. The line running up to the well house just south of Franklin was recently pressure tested and will soon be disinfected and bacteriologically tested.

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 this month 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. Data is still needed from OKC and from POE05 and POE06 that has not been blended with plant water.

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. Final restorations and punch list items were completed this month. A final change order and pay app are being put together for council approval and final acceptance of the project.

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. Wynn Construction completed the installation. Tomco still needs to fix the leak on top of the new tank. Staff is planning a plant shutdown between December and January, during low flow, for this repair. Payment for work by Wynn construction was recently submitted.

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 "Acclerator" 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. Engineers recently completed surveying for utility easements needed for this project.

Engineer: SRB (Marc Long)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness 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. Assuming the project is not deferred again for budgetary reasons, it is now scheduled to advertise during the early Spring of 2023 in order for the Low Bidder to start ordering long-lead materials in April 2023 (to offset potential supply chain-related delays), ensuring that Contractor can start pipe installation work promptly when Notice to Proceed is issued immediately upon the end of OU's spring 2023 semester in mid-May 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 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 for NUA review, and, during March 2021, several Zoom calls convened to review NUA comments and address questions that arose from the comments. Based on these discussions and further review of existing conditions, Jacobs proposed a fairly substantial revision to the alignment, which includes an open cut crossing of 12th Ave N.E. and relocating approximately 900 LF of the line into the traffic lanes of Robinson. NUA staff and Norman Public Works staff have reviewed the alignment and deemed it acceptable with some minor conditions. NUA has compiled list of these conditions and forwarded to Jacobs, and Jacobs has commenced detailed design and easement acquisition.

Two large property owners with whom easement agreements must be negotiated, J.D. McCarty and U.S. Department of Veterans Affairs, 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.

During April 2022, the decision was made to defer construction on this project until Fiscal Year 2024. As a consequence, Final Design and Easement Acquisition will be completed during the remainder of 2022 and, if necessary, continuing into early 2023. Project will then be advertised in April 2023, and Bids opened in May 2023. Contract award is anticipated in June 2023, and Notice to Proceed with construction would then follow on July 1, 2023. Project completion is projected for June 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 reuse system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. A kickoff meeting convened on January 6, 2022 and Plummer has commenced work on the study. The study is ongoing and preliminary results should be available by November 2022 with a final report delivered before the end of 2022.

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 immediately submitted to Council, and upon approval, Bidding Documents would then be completed and project advertised in early 2023, and Bids would be opened, Contracts awarded, and Notice to Proceed issued in January and February of 2023. Rehabilitation work would require approximately 3 months and commence as soon as weather warms

in Spring 2023. It would therefore be complete by June 2023.

If Plummer's report does not recommend repurposing Lindsey Tank for non-potable storage, tank will 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 this point, it may be recommended for demolition. If it is determined that construction of additional infrastructure (for example a booster station) could 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 will occur next November 15-17, 2022.

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.

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 anticipates having an agreement established by December 2022. 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 is reviewing the qualifications pack before 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. TCS Construction was the apparent low bidder, but a review of their bid package revealed several flaws including an inability to meet experience requirements and a failure to provide an irrevocable guarantee from their surety. For these reasons, NUA has deemed the second low bidder, Crossland Construction Company (Crossland), to be Lowest and Best Bidder in accordance with City of Norman regulations and the State of Oklahoma Competitive Bidding Act. Contract Award was approved by City Council on April 26, 2022 and Notice to Proceed was issued on April 29, 2022.

During October 2022, Crossland completed installation of concrete parking lot and site lighting as well as installed roof decking and commenced installing roofing. Inside the building, they framed interior partition walls, and commenced roughing in electric, plumbing and HVAC. During November 2022, they anticipate installing windows and doors and completing interior rough in of electric, plumbing, and HVAC. This should allow for drywall and other initial finishing work to commence by late November with finished electric, plumbing and HVAC commencing by the end of the year. Construction is expected to be complete in mid-spring of 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.

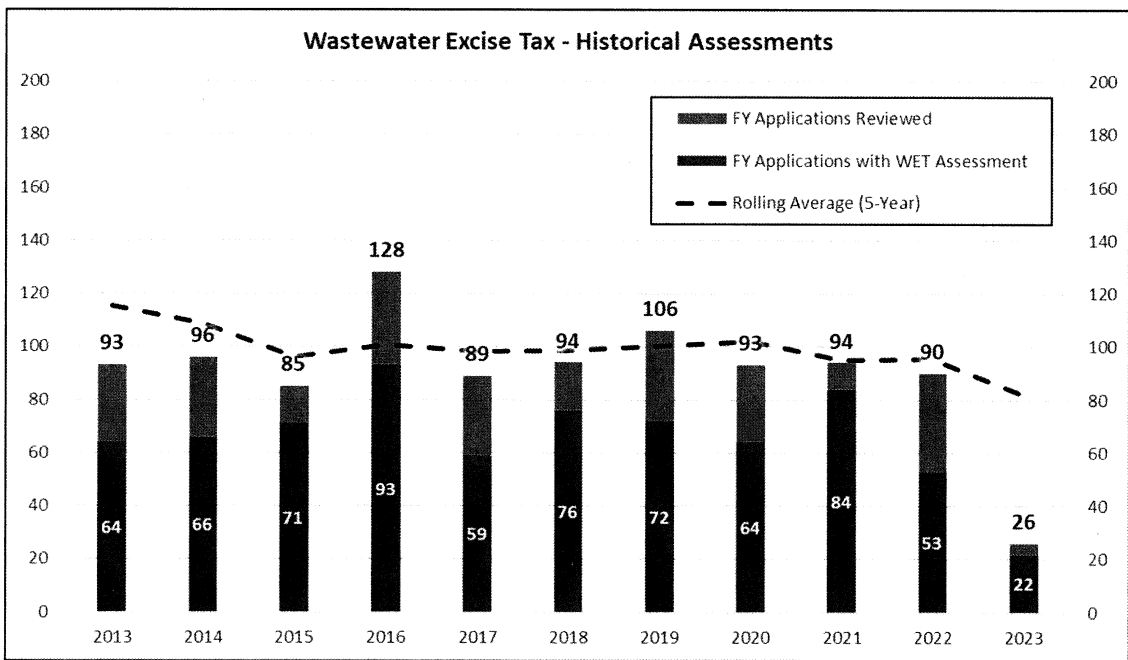
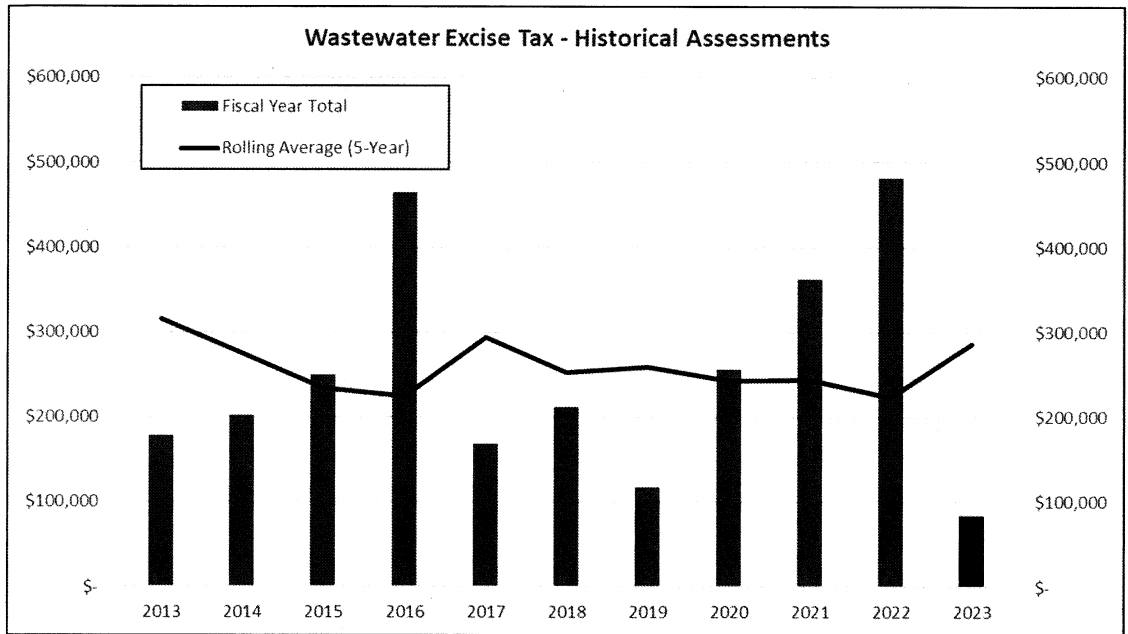
Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household 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. Storage lockers were delivered and the final work to be done on them is to have their fire suppression system configured.

Architect: Studio Architects, LLC (George Winters)

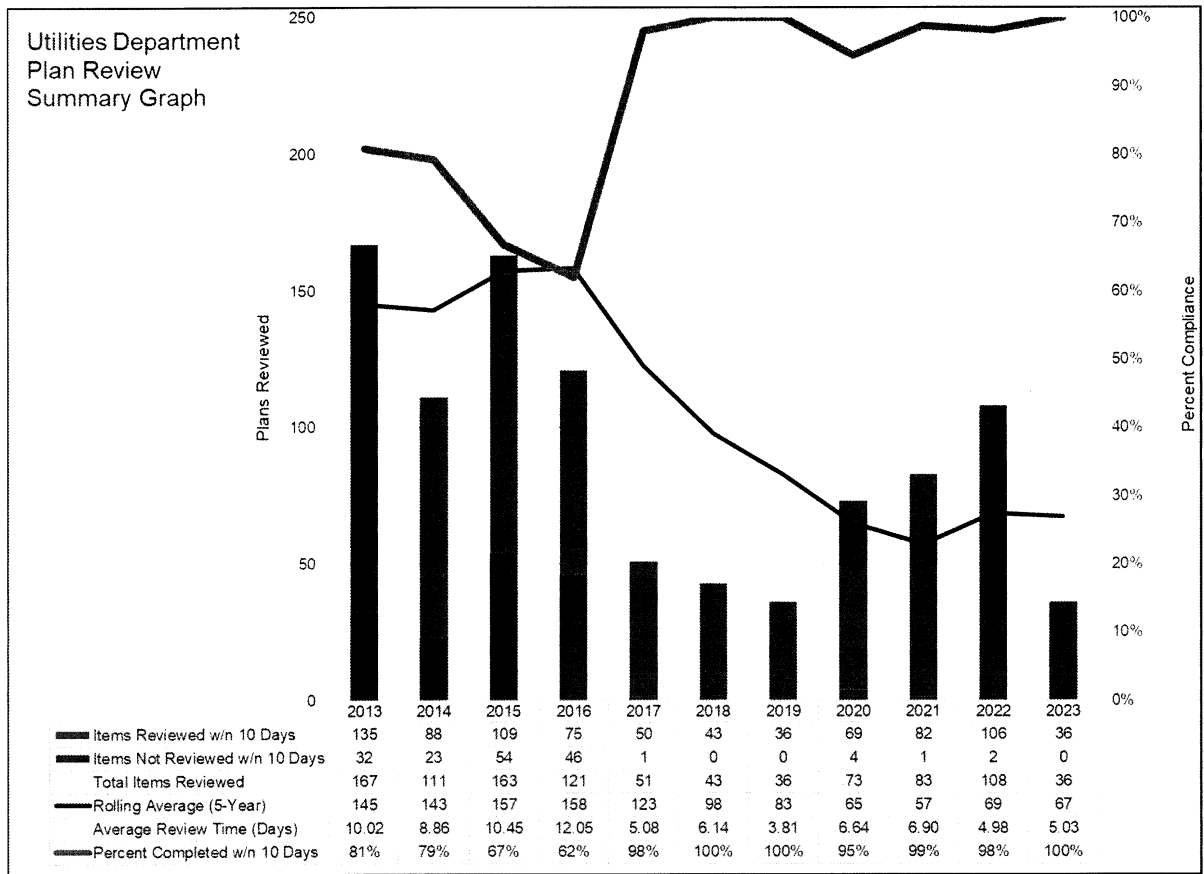
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 5 commercial entities last month. Of the 5 applications, 4 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 24 commercial properties were reviewed and a total of \$83,529.42 was assessed to the 21 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Two plan sets were reviewed this past month. Staff has reviewed 36 plans for the current fiscal year with an average review time of 5.03 days and with 100 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

- 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.
- 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.
- 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.
- 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.
- 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.
- 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

2 Water Well Permits (22-4717 and -4850) were issued for the month of October.

**October 2022
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	October	Year to date
Fats, oil and grease (FOG) program	35	300
Food license approval	3	22
Significant Industrial Users	6	20
Total inspections	44	342
ROUTINE ACTIVITIES	October	Year to date
Significant Industrial User sites sampled	1	15
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	100	715
Pounds of Material Collected	8012	55,148.5
E-waste: cars served	0	662
Pounds of Material Collected	0	42,516
Total HHW cars served	0	878
Total HHW Pounds of Material Collected	8,012.0	97,664.5
REVENUE	October	Year to date
FOG Program	\$0.00	\$12,800.00
Surcharge	\$6,045.86	\$20,350.63
Lab Analysis Recovery	\$0.00	\$2,659.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$6,045.86	\$35,809.63

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 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.

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 October 30, 2022 approximately 137,800 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 23 as a result of the FOG program.
- 9 Fourth required annual Table III influent and effluent sampling event scheduled for October 31 -Nov.02, 2022.
- 10 Continued coordination with Fleet, Legal and Transit/Parking for City Hall EV Chargers
- 11 Project manager for EV Charging Station going in at City Hall
Planning and coordinating for Naturizer property for bees, an Eagle Scout project (bee hotels and bat house
- 12 and maybe a small pollinator garden) and other exciting things
- 13 Issued Notice of Violation to JCI for late monthly self monitoring report.
- 14 Coordinating collection of BMP ideas to help mitigate any potential damage from future road construction
- 15 The Lake Thunderbird Workshop and Clean-up Event was held Oct. 30.
- 16 William Morgan Park Cleanup and Pollinator Garden installation occurred on October 1, 2022
- 17 Facilitated Floating wetlands workshop on October 27, 2022
- 18 The Monarch Festival was held on October 2, 2022
- 19 Coordinating with OU student as potential intern to help with GHG emission inventory update
- 20 Coordinating with ODOT on Monarch habitat BMPs as part of the Monarch Highway
- 21 Weeded pollinator garden and performed a clean-up of Prairie Creek Park
- 22 Toured Carrington Lakes Subdivision with LTWA and Dr. Nairn to observe a potential project area
- 23 Attended Compost Conference
- 24 Attended AWWA conference in NW Arkansas
- 25 Attended OKRA in Sulphur

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2023		FYE 2022	
October 2022	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	3	1	4
Property Owner Responsibility	21	82	18	56
TOTAL	22	85	19	60
Number of Feet of Sewer Cleaned:				
Cleaned	97,997	425,433	129,777	484,261
Rodded	2,165	18,855	2,890	10,137
Foamed	0	77,154	0	74,476
SL-RAT	0	0	0	0
TOTAL	100,162	521,442	132,667	568,874
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	1	1	1	2
Private	0	2	1	5
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	1	3	2	7
Feet of Sewer Lines Televised	19,386	91,272	22,360	93,887
Locates Completed	360	1,658	272	1,050
Manholes:				
Inspected	1,169	5,488	941	4,041
New	0	0	0	0
Raised	1	6	0	0
Repaired	2	12	0	0
Feet of Sewer Lines Replaced/Repaired	6.00	19.00	12	37
Hours Worked at Lift Station	103.86	436.62	117	359
Hours Worked for Other Departments	3.92	12.90	212.50	213.00
OJI's	0	2	0	0
Square Feet of Concrete	0	54	0	0
Average Response Time (Minutes)	21.00	27.41	27.00	26.45
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	
October 2022	MONTH	YTD	MONTH	YTD
New Meter Sets:	36	128	24	163
Number Short Sets	36	126	21	160
Number Long Sets	0	2	3	3
Average Meter Set Time	4.17	4.79	4.63	4.64
Number of Work Orders:				
Service Calls	467	1,997	451	1,539
Meter Resets	1	4	0	2
Meter Removals	9	32	0	4
Meter Changes	31	136	46	123
Locates Completed	376	1,680	831	4,187
Number of Water Main Breaks	17	74	14	70
Average Time Water Off	1.43	39.04	1.38	2.07
Fire Hydrants:				
New	1	3	0	0
Replaced	1	3	0	0
Maintained	104	446	220	527
Number of Valves Exercised	247	1,129	204	655
Feet of Main Construction	0	2,225	0	0
Hours of Main Construction	0	894	0	162
Meter Changeovers	0	1	0	0
OJI's	0	4	0	0
Hours Flushing/Testing New Mains	71.18	255	84	358
Hours Worked Outside of Division	0.00	0.00	207	221

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
October 1-31 2022

Flow Statistics

	FYE 2022		FYE 2021	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	306.5	1245.5	337.6	1341.0
Total Effluent Flow (M.G.)	279.9	1156.1	332.7	1319.8
Influent Peak Flow (MGD)	11.9	13.0	20.1	20.1
Effluent Peak Flow (MGD)	11.1	12.7	20.1	20.1
Daily Avg. Influent Flow (MGD)	9.9	10.2	10.9	10.9
Daily Avg. Effluent Flow (MGD)	9.0	9.7	10.7	10.7
Precipitation (inches)	1.5	6.4	3.5	13.5

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

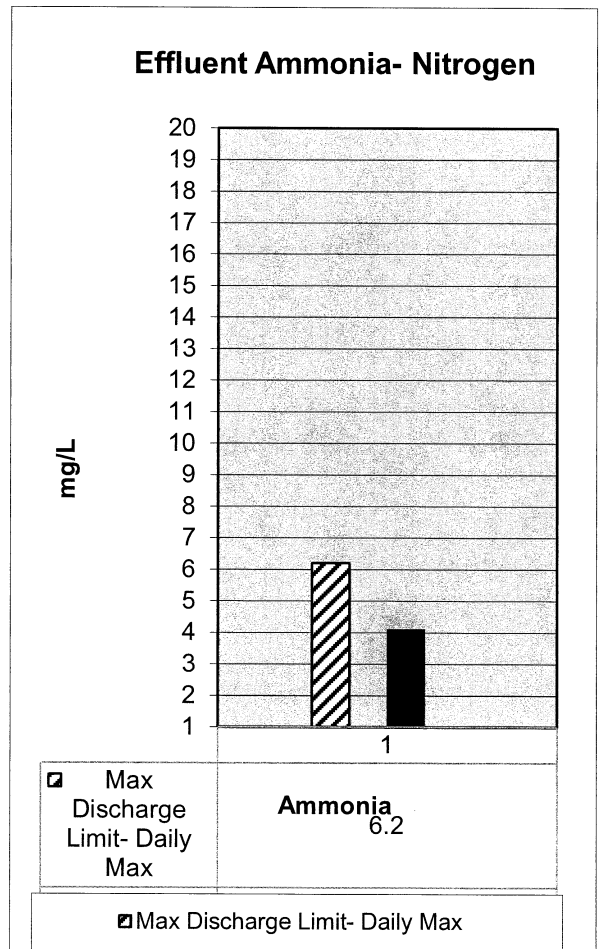
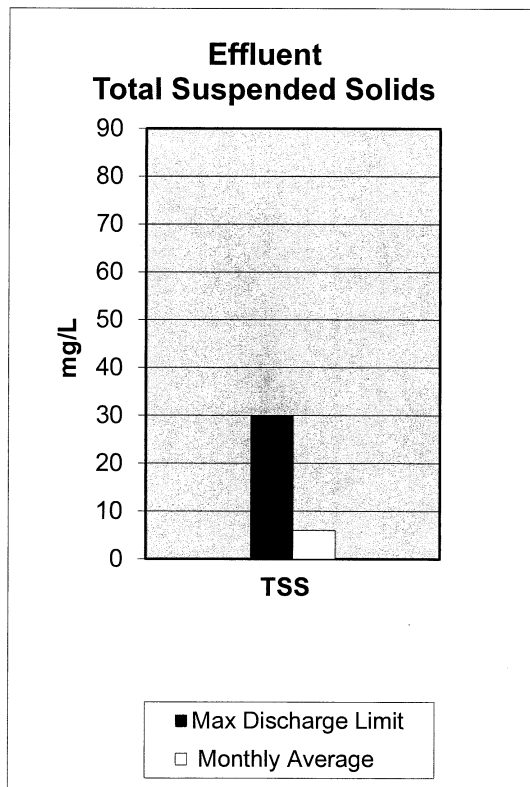
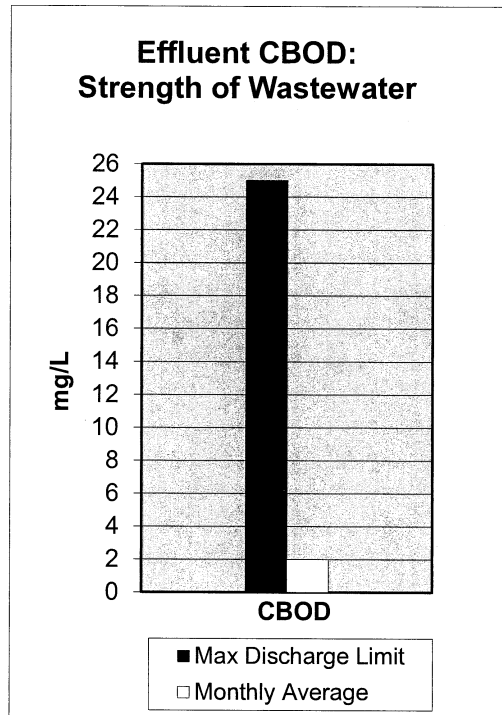
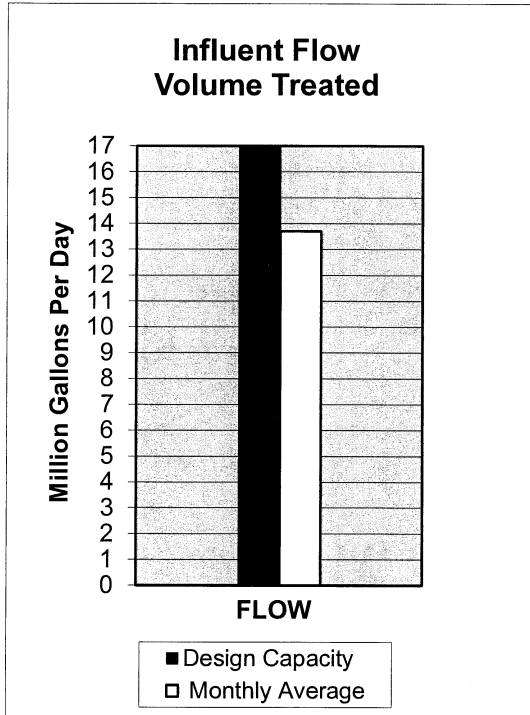
	<u>Avg.</u>	<u>Avg.</u>
5 day BOD:		
Influent Total (mg/l)	213	175
Effluent Carbonaceous Total	2	2
Percent Removal	99.0	98.9
Total Suspended Solids:		
Influent (mg/L)	305	404
Effluent (mg/L)	6	5
Percent Removal	98.0	98.8
Dissolved Oxygen:		
Influent (min)	0.1	0.4
Effluent (min)	7.5	6.6
pH		
Influent (Low)	7.0	6.8
(High)	7.7	7.2
Effluent (Low)	7.3	6.8
(High)	7.5	7.4
Ammonia Nitrogen		
Influent (mg/L)	33.3	27.9
Effluent (mg/L)	0.2	0.5
Percent Removal	99.4	98.2

Utilities

Electrical				
Total kWh Used (Plant wide)	456,160	2,012,040	463,260	1,878,960
Aeration Blowers	174,100	689,900	176,800	736,000
UV Facility	54,400	278,600	52,600	261,200
Natural Gas				
Total cubic feet/day (plant wide)	289,000	798,000	443,000	1,336,000
Public Education (Tours)	1	2	1	16
Total Attendees for FYE 22	20		16	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	2.3	45.4	6.0	38.7

E.coli Geometric Mean for October 2022 385 MPN (Limit is 630)
E.coli much higher due to storm holding pond return during the month.

**CITY OF NORMAN
WATER RECLAMATION FACILITY
October 2022**



Comments here

Max Discharge Limit- Daily Max

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

WATER TREATMENT DIVISION

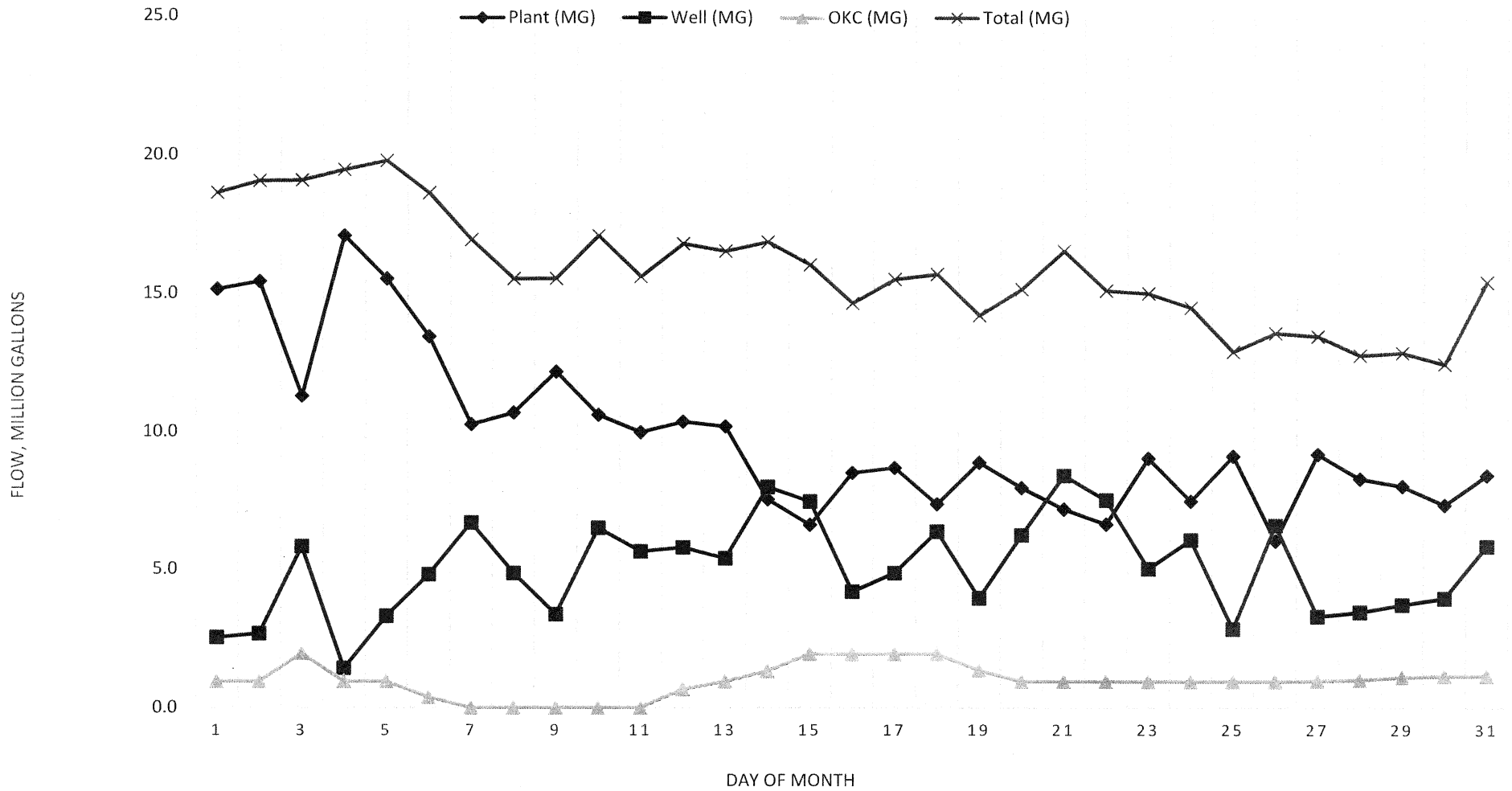
MONTH: October-2022

	<u>FYE 2023</u>		<u>FYE 2022</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	304.02	1699.64	367.51	1583.32
Well Production (MG)	156.36	558.09	51.08	370.31
Oklahoma City Water Used (MG)	30.44	121.23	46.21	135.99
Total Water Produced (MG)	490.82	2378.97	464.79	2089.61
Average Daily Production	15.83	19.34	14.99	16.99
Peak Day Demand				
Million Gallons	19.78	25.52	17.26	20.88
Date	10/5/2022	7/27/2022	10/8/2021	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	\$675,342.39	\$2,811,822.64	\$700,307.33	\$2,798,474.88
Wells	\$256,790.73	\$1,059,535.73	\$214,878.77	\$904,491.57
OKC	\$81,124.84	\$364,078.96	\$207,781.59	\$285,149.10
Total	\$1,013,257.96	\$4,235,437.33	\$1,122,967.69	\$3,988,115.55
Cost per Million Gallons				
Plant	\$2,221.37	\$1,654.36	\$1,905.57	\$1,767.48
Wells	\$1,642.26	\$1,898.49	\$4,206.79	\$2,442.52
OKC	\$2,665.16	\$3,003.16	\$4,496.95	\$2,096.92
Total	\$2,064.40	\$1,780.37	\$2,416.08	\$1,908.54
Water Quality				
Bacterial Samples in Compliance	99	399	90	398
Bacterial Samples out of Compliance	1	1	0	4
Total number of inquiries (Note 2)	1	15	2	20
Total number of complaints (Note 2)	8	23	3	19
Number of complaints per 1000 service connections	0.21	0.60	0.07	0.47
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	1	3	0	3
Public Education				
Number of tours conducted	2	5	0	8
Number of people on tours	18	43	0	89

Notes:

Lagoon #3 cleaned and ready for service. □ The CO2 tank was replaced on Oct. 3rd. Wynn returned on the 6th and repaired □
 Waiting on a timeline from TomCo on the leak they need to repair. Staff attended TomCo start up training and presentation
 Staff attended Confined Space refresher course. Staff repaired ferric PRV and cleaned all screens

WATER PRODUCTION FOR OCTOBER 2022



MONTHLY TRANSFER STATION REPORT

October 2022

	TONS PER MONTH	REVENUE PER MONTH
O.U.	306.68	\$16,199.82
STANDARD GATE	1,977.57	\$112,973.76
RESIDENTIAL	564.48	\$18,334.10
TOTALS:	2,848.73	\$147,507.68

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	597.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	10660.28
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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:	597.00
GRAND TOTAL TONS TO LANDFILLS	10,660.28

DISPOSAL COST PER TON (OKC)	\$22.08
TIPPING FEE'S FOR DUMPING AT OKC:	\$235,378.98
GRAND TOTAL TIPPING FEE'S	\$235,378.98

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	604.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	3960.19
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	752.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3295.77
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1356.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	7255.96
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	106.01
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TOTAL TONS RECEIVED AT TRANSFER STATION	20870.98
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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>	1	4	0	10
<u>On The Job Injuries</u>	0	3	2	1
<u>Bulk Pickups</u>	0	92	0	89
<u>Refuse Complaints</u>	100	394	103	226
<u>New Polycarts Requests</u>	53	237	45	175
<u>Polycarts Exchanges</u>	6	34	4	51
<u>Additional Polycart Requests</u>	64	282	56	206
<u>Replaced Stolen Polycarts</u>	16	107	17	85
<u>Replaced Damaged Polycarts</u>	80	451	68	425
<u>Polycarts Repaired</u>	28	166	30	177

COMPOST MONTHLY REPORT

OCTOBER 2022

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	28.21
LANDFILL TIPPING FEE'S	\$ 22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 22.08
TONS BROUGHT IN BY PUBLIC:	400.00
TONS BROUGHT IN BY CONTRACTORS :	1,280.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	180.00
LANDFILL TIPPING FEE'S	\$ 22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 41,068.80
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 41,090.88
REVENUE COLLECTED FROM COMPOST SALES:	\$730.00
REVENUE COLLECTED FROM GATE SALES:	\$12,680.00
TOTAL TONS COLLECTED	1,888.21

	MULCH CUBIC YDS	COMPOST CUBIC YDS
	MONTH	MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN	40	
DRYING BEDS	11,200	
COMPOST SOLD BY CUBIC YARDS		213
MULCH SOLD BY CUBIC YARDS	1,890	
TOTAL:	13,130	213

CURBSIDE MONTHLY RECYCLING REPORT**Oct-22****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	9.99
POUNDS PER HOME:	18.36

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	5.87
#1 PET	4.08%	12.23
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	30.18
MIX PAPER	29.67%	88.92
PLASTIC FILM	0.60%	1.8
#2 NATURAL	1.11%	3.33
#2 COLOR	1.66%	4.97
#3-#7	0.00%	0
METAL	0.30%	0.9
RIGIDS	0.26%	0.78
TIN-STEEL SCRAP	2.14%	6.41
TRASH	27.91%	83.64
OCC	20.24%	60.66
TOTAL	100.00%	299.69

	MONTH
SERVICE CALLS (MISSES)	25
HOUSESIDE	3
REMINDER	2
SCATTERED	0
MISC.	0
REPAIR	15
NEW	30
ADD	2
MISSING	11
EXCHANGE	1
REPLACE	9
PICK UP	7
TOTAL CALLS	105.00

	MONTH
LANDFILL COST AVOIDANCE	\$5,918.88

Drop Center Report October 2022

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,050.00	\$0.00		0	0	0%	\$22.08	\$15,649.20
PLASTICS:	\$5.00	\$0.00						
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$45.00	\$0.00						

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer				
	TONS	TONS	Tons	Tons	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.89	0.1	0.73	0	1.72		\$0.00	\$1,806.00
PLASTICS:	1.97	0.3	3.46	0	5.73		\$0.00	\$28.65
STEEL CANS:	0.28	0.02	0.39	0	0.69		\$0.00	\$0.00
MIXED OFFICE PAPER:	1.32	1.57	6.24	0	9.13		\$0.00	\$0.00
CARDBOARD:	14.82	8.5	27.96	0.58	51.86		\$0.00	\$2,333.70
RECYCLING CENTER TOTALS:	19.28	10.49	38.78	0.58	69.13		\$0.00	\$4,168.35

Commercial Cardboard Containers	Compactors	Wood	Glass	Metal
TONS	TONS	TONS	TONS	TONS
56.87	22	224	15.39	1.55
Revenues	Revenues	Revenues	Revenues	Revenues
\$2,559.15	\$990.00	\$0.00	\$0.00	\$155.00
				Cost
				\$85.00
				Profit
				\$70.00

Expenses	Average hrly+ benefits					
		\$26.78				
	Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total	
Hours	36	195	12	12	255	
Labor \$	\$964.08	\$5,222.10	\$321.36	\$321.36	\$6,828.90	Customer Revenue
Vehicle cost	\$270.19	\$199.86	\$90.24	\$90.24	\$650.53	\$12,053.25

Total All Recycle and Cardboard	Total Recycle Only	Total Cardboard
Tons	Tons	Tons
388.94	258.21	130.73
Revenues	Revenues	Revenues
\$7,787.50	\$1,904.65	\$5,882.85

Revenue	Income	Expense	Net
	\$19,840.75	\$7,479.43	\$ 12,361.32