

City of Norman



Monthly Departmental Report

MAY 2021

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT May 2021

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	2	46	6	63
Bus Service	1	12	0	0
CDBG	4	122	12	25
City Clerk	184	3072	11	23
City Manager/Mayor	8	91	23	97
City Wide Garage Sale	0	160	0	0
Code Enforcement	66	773	23	65
Finance	39	142	0	4
Fire/Civil Defense	2	52	0	15
Human Resources	2	69	0	2
I.T.	4	44	0	4
Legal	5	65	22	43
Line Maintenance	18	229	1	9
Municipal Court	0	27	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	34	300	5	73
Permits/Inspections	0	346	2	9
Planning	34	89	0	1
Police/Parking	37	341	8	101
Public Works	14	95	3	12
Recycling	2	15	0	0
Sanitation	51	674	6	38
Sidewalks	1	33	0	4
Storm Debris	0	1418	0	0
Storm Water	21	143	4	62
Streets	22	394	3	108
Street Lights	17	149	0	57
Traffic	6	103	0	6
Utilities	22	743	0	7
WC Questions	0	0	0	0
WC Violations	0	0	0	0
May Total: 725	596	9747	129	828

LICENSES

28 New licenses were issued and 47 renewals during the month of May. 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	5	Retail Beer	1	87
Brewer	1	5	Retail Spirits Store	0	18
Coin-Operated Devices	12	499	Retail Wine	0	65
Distiller	0	0	Salvage Yard	0	1
Food	15	537	Sidewalk Dining	1	16
Game Machines	18	123	Solicitor/Peddler (30 day)	5	16
Impoundment Yard	0	3	Solicitor/Peddler (60 day)	8	14
Kennel	0	22	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	3	50	Special Event	2	5
Medical Marijuana Grower	2	55	Strong Beer & Wine/Winemaker	1	22
Medical Marijuana Processor	0	15	Taxi/Motorbus/Limousine	0	15
Medical Marijuana Testing Laboratory	1	1			
Mixed Beverage	0	69	Temp Food (one day)	1	6
Mixed Beverage/Caterer	0	46	Temp Food (30 day)	1	11
Pawnbroker	0	4	Temp Food (180 day)	3	23
Pedicab	0	0	Transient Amusement	0	3
YTD License Total: 1,736	52	1,434		23	302

NEW ESTABLISHMENT LICENSES

NAME	ADDRESS	LICENSE TYPE(S)
Arbuckle Mountain Fried Pies	3405 W Main St.	Food Service
Bud Brothers Coughy Shop	122 W Main St.	Medical Marijuana Dispensary
Foreign Farmers	5391 108 th St. SE, Noble, OK	Medical Marijuana Grower
Rhino Labs	3300 Deskin Dr.	Medical Marijuana Testing Laboratory
Kure Cannabis Co.	1495 Alameda St.	Medical Marijuana Dispensary
Uncle Pete Enterprises, LLC	1820 W Tecumseh Rd. 134	Medical Marijuana Grower

EXISTING ESTABLISHMENT/NEW OWNERS

NAME	ADDRESS	LICENSE TYPE(S)
Gray Owl Coffee	223 E Gray St.	Food Service
Moore Norman Technology Center	4701 12 th Ave NW	Food Service

SOLICITOR/PEDDLER LICENSE

60 DAY	30 DAY	1 DAY
America's Heartland Roofing	Billings Construction Group	
Cutting Edge Exteriors	Bray Roofing, LLC	
Drake Roofing and Construction	Global Roofing Solutions, LLC	
McVea's Roofing and Construction	Ready Roofer, Inc.	
Mitchell Construction & Restoration	Urbanex OKC	
National Contractors of Edmond		
Triple Diamond Construction		
777 Roofing & Construction		

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Cappuvvino	Riko's Tacos	Big Tasties Eats & Treats
Destiny Ranch		
Taqueria El Mexicano #2		

SPECIAL EVENTS PERMITS		
3 DAY	2 DAY	1 DAY
Medieval Fair		The Depot/Performing Arts

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
05-12-21	Brenda F. Etter	Alleged injuries incurred on November 5, 2020, due to her claim that a City vehicle driven by a Line Maintenance employee, struck her as she was riding a motorized scooter in the crosswalk at the intersection of 24th Avenue S.W. and Main Street.	Greater than \$100,000
05-13-21	Heritage Fine Homes Investments, LLC	Alleged damage to carpet and plumbing, expenses due to their claim that beginning February 12, 2021, two sewer backups at 2705 Wyandotte Way were caused by a separation of the home's sewer line from the main sewer line during a sewer line replacement project.	\$2,689.38
05-24-21	Molly LeCrone	Alleged damage to her vehicle due to her claim that she was eastbound on State Highway 9 at Imhoff Road when an object thrown by a mower operated by a City employee struck her vehicle.	\$1,361.80
05-24-21	Carlos A. Flores	Alleged damage to his vehicle due to his claim that on May 16, 2021, his vehicle was parked on the street in front of his residence at 825 Peppertree Court when a fire truck struck his vehicle breaking off the passenger side mirror.	\$543.34

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On May 6, 2021, the Business and Community Affairs Committee met to discuss and establish Resolution R-1920-125. This would allow building permit fees charged, to be adjusted and satisfied as an incentive for residential homes achieving certain Home Energy Rating System (HERS)/Energy rating Index (ERI) scores and completion of the Pilot Program established in Resolution R-1718-117 through June 30, 2021.

OVERSIGHT COMMITTEE

On May 13, 2021, the City Council Oversight Committee met and discussed Municipal Broadband.

FINANCE COMMITTEE

On May 20, 2021, the City Council Finance Committee met and discussed the Fiscal Year 2021-2022 Budget and Proposed Amendments as well as possible options to fully fund Public Safety Sales Tax II (PSST II) expenses. Additionally, there was discussion regarding American Recovery Plan Funds Status, submission of the Revenue/Expenditure Reports and the Report on Open Positions.

SPECIAL SESSION

On May 4, 2021, the City Council met in Special Session to discuss the proposed FYE 2022 City of Norman Capital Budget and the Capital Improvements Financial Plan for FYE 2023 through 2026. Additionally, Council met in Executive Session to discuss pending litigation in the case of Fraternal Order of Police, Lodge No. 122, vs. City of Norman, Case No. CJ-2020-661 and Supreme Court SC-119296.

On May 18, 2021, the City Council met in Special Session to discuss adoption of Ordinance O-2021-49, repealing Article XI, COVID-19 Pandemic of Chapter 10, eliminating a reference to same in Section 15-506 of the Code, Declaring an Emergency. As well as the FYE 2022 City of Norman Budget- Enterprise Funds.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE MEETING

On May 27, 2021, the Community Planning and Transportation Committee Meeting was held and the following was discussed; Public Transit Ridership Report; the Transit Long Range Plan; Eddington Street, McCullough Street and the alleys East of Monnet Avenue; and the Visitability Ordinance.

FACILITY MAINTENANCE

1A

City of Norman Facility Maintenance
May 2021 Monthly Hourly Materials Cost Report

	Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc	Facility Maint	0.00	\$0.00	\$546.00	\$546.00
	Bldg B	9.00	\$264.33	\$184.04	\$448.37
	Library	2.00	\$58.74	\$45.66	\$104.40
	Special Ops	4.00	\$117.48	\$372.00	\$489.48
	Fire Stations	1.00	\$29.37	\$0.00	\$29.37
	Line Maintenance	8.00	\$234.96	\$81.66	\$316.62
Total		24.00	\$704.88	\$1,229.36	\$1,934.24
Electrical	Facility Maint	34.00	\$1,063.62	\$767.66	\$1,831.28
	City Hall	18.00	\$577.44	\$106.78	\$684.22
	Bldg A	7.00	\$221.85	\$0.00	\$221.85
	Bldg B	28.00	\$871.14	\$0.00	\$871.14
	Bldg C	4.00	\$128.32	\$0.00	\$128.32
	Library	18.00	\$566.60	\$0.00	\$566.60
	Animal Welfare	6.00	\$176.22	\$0.00	\$176.22
	NIC	1.00	\$29.37	\$0.00	\$29.37
	Range	1.00	\$29.37	\$0.00	\$29.37
	Fire Stations	29.00	\$873.41	\$215.47	\$1,088.88
	Parks	30.00	\$902.78	\$57.88	\$960.66
	Rec Centers	11.00	\$344.75	\$127.54	\$472.29
	Senior Center	14.00	\$443.70	\$17.82	\$461.52
	Sooner Theatre	5.00	\$157.69	\$0.00	\$157.69
	WW Golf	8.00	\$256.64	\$0.00	\$256.64
	WW Tennis	12.00	\$386.96	\$127.44	\$514.44
	Traffic	6.00	\$176.22	\$0.00	\$176.22
	Sanitation	8.00	\$234.96	\$234.47	\$469.43
	Fleet	7.00	\$205.59	\$0.00	\$205.59
	Line Maintenance	10.00	\$315.38	\$71.19	\$386.57

**City of Norman Facility Maintenance
May 2021 Monthly Hourly Materials Cost Report**

WTP	5.00	\$146.85	\$939.80	\$1,086.65
WRF	10.00	\$293.70	\$0.00	\$293.70

Total **272.00** **\$8,311.56** **\$2,666.05** **\$10,977.61**

HVAC

Facility Maint	2.00	\$56.52	\$75.14	\$131.66
City Hall	24.00	\$754.64	\$0.00	\$754.64
Bldg A	8.00	\$241.36	\$0.00	\$241.36
Bldg B	22.00	\$663.74	\$1,489.96	\$2,153.70
Bldg C	30.50	\$864.06	\$0.00	\$864.06
Library	69.00	\$2,160.04	\$1,712.72	\$3,872.76
Animal Welfare	10.00	\$297.88	\$0.00	\$297.88
NIC	10.00	\$313.16	\$0.00	\$313.16
Radio Towers	6.50	\$183.69	\$0.00	\$183.69
Fire Admin	4.00	\$113.04	\$0.00	\$113.04
Fire Stations	5.00	\$148.94	\$126.86	\$275.80
Parks	4.00	\$113.04	\$16.24	\$129.28
Rec Centers	17.00	\$480.42	\$143.47	\$623.89
Sr Center	6.00	\$169.56	\$0.00	\$169.56
Sooner Theater	18.00	\$523.96	\$0.00	\$523.96
Train Depot	2.00	\$56.52	\$0.00	\$56.52
WW Golf	4.00	\$113.04	\$0.00	\$113.04
WW Tennis	3.50	\$98.91	\$0.00	\$98.91
Traffic	3.00	\$84.78	\$0.00	\$84.78
Sanitation	3.00	\$84.78	\$0.00	\$84.78
Fleet	1.00	\$28.26	\$0.00	\$28.26
Line Maintenance	1.00	\$28.26	\$0.00	\$28.26
Streets	3.50	\$98.91	\$0.00	\$98.91
Stormwater	2.50	\$70.65	\$0.00	\$70.65
WTP	18.00	\$516.32	\$31.62	\$547.94
WRF	6.00	\$169.56	\$0.00	\$169.56

**City of Norman Facility Maintenance
May 2021 Monthly Hourly Materials Cost Report**

Total		283.50	\$8,514.04	\$3,596.01	\$12,110.05
Plumbing					
	Facility Maint	3.00	\$96.24	\$0.00	\$96.24
	City Hall	2.00	\$64.16	\$0.00	\$64.16
	Bldg A	6.00	\$192.48	\$0.00	\$12.48
	Bldg B	8.00	\$256.64	\$4.38	\$261.02
	Bldg C	4.00	\$128.32	\$18.86	\$147.18
	Bldg D	7.00	\$224.56	\$0.00	\$224.56
	Library	13.00	\$417.04	\$3.99	\$421.03
	NIC	4.00	\$128.32	\$28.48	\$156.80
	Pistol Range	3.00	\$96.24	\$0.00	\$96.24
	Animal Welfare	1.00	\$32.08	\$0.00	\$32.08
	Fire Stations	14.00	\$449.12	\$240.99	\$690.11
	Parks	33.00	\$1,058.64	\$5.38	\$1,064.02
	Rec Centers	29.00	\$930.32	\$49.22	\$979.54
	Senior Center	1.00	\$32.08	\$0.00	\$32.08
	Sooner Theatre	1.00	\$32.08	\$0.00	\$32.08
	WW Golf	3.00	\$96.24	\$0.00	\$96.24
	WW Pool	8.00	\$256.64	\$0.00	\$256.64
	Sanitation	8.00	\$256.64	\$0.00	\$256.64
	Line Maintenance	5.00	\$160.40	\$0.00	\$160.40
	Streets	2.00	\$64.16	\$12.52	\$76.68
	WRF	1.00	\$32.08	\$0.00	\$32.08
Total		156.00	\$5,004.48	\$363.82	\$5,368.30

Custodial	Personnel	Supplies	Travel	Telephone	Postage	Repairs	Insurance	Other	Total
City Hall	115.00	\$1,905.56						\$428.13	\$2,333.69
	Bldg A	116.00	\$1,929.86					\$428.13	\$2,357.99
	Bldg B	177.00	\$3,009.22					\$428.13	\$3,437.35
	Bldg C	114.50	\$1,893.35					\$428.13	\$232,148.00
	Fire Stations	16.00	\$388.80					\$1,077.54	\$1,466.34
	Library	8.00	\$194.40					\$460.86	\$655.26
Total	546.50	\$9,321.19					\$3,250.92	\$12,572.11	
Total	1336.00	\$33,558.75					\$27,861.92	\$61,420.67	

CITY MANAGER 2

NORMAN FORWARD 2A



Memorandum

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

From: Randy Hill, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 06.10.2021

Re: May 2021 Monthly Report

REPORT PERIOD: May 1 through May 31, 2021

WORK THIS MONTH

1. Monday, May 3, 2021 | 9:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
2. Monday, May 3, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
3. Monday, May 3, 2021 | 11:00 a.m. | Monthly Multi-Sport/Aquatics Update
 - a. Update of project status with Ray Young, City staff, and NRHS
4. Monday, May 3, 2021 | 2:00 p.m. | Senior Wellness Center VE Meeting
 - a. Reviewed SD's and discussed possible reductions to get project in budget
5. Tuesday, May 4, 2021 | 10:00 a.m. | Griffin Park OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
6. Wednesday, May 5, 2021 | 9:00 a.m. | Central Library Bi-Weekly ADA Update Mtg
 - a. Discussion and verification of ADA / punch list items
7. Wednesday, May 5, 2021 | 11:30 a.m. | Senior Wellness Center Ad-Hoc Presentation Prep
 - a. Meeting to review presentation materials ahead of Ad-Hoc meeting
8. Wednesday, May 5, 2021 | 4:00 p.m. | Senior Wellness Center Ad-Hoc Meeting
 - a. Meeting to review SD presentation and budget
9. Thursday, May 6, 2021 | 10:00 a.m. | Municipal Complex Development Center OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
10. Thursday, May 6, 2021 | 10:00 a.m. | Reaves Park 90% Estimate Review
 - a. Discussed and reviewed design progress and updated construction estimate
11. Thursday, May 6, 2021 | 1:00 p.m. | YFAC Programming Mtg
 - a. Weekly discussion of design progress, programming questions and considerations
12. Thursday, May 6, 2021 | 2:30 p.m. | Senior Wellness Center Programming Mtg
 - a. Bi-weekly discussion of design progress, programming questions and considerations
13. Thursday, May 6, 2021 | 2:00 p.m. | Jud Foster Send Off
 - a. City of Norman reception for Jud's retirement
14. Monday, May 10, 2021 | 9:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
15. Monday, May 10, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues

16. Monday, May 10, 2021 | 2:30 p.m. | Senior Wellness Center Square Footage Reduction Meeting
 - a. Reviewed VE'd items and discussed possible square footage reductions to get project in budget
17. Tuesday, May 11, 2021 | 10:00 a.m. | Ruby Grant OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
18. Tuesday, May 11, 2021 | 11:00 a.m. | YFAC NRHS Sports and Human Performance Mtg.
 - a. Meeting with GE Johnson and NRHS to review clinic construction budget
19. Tuesday, May 11, 2021 | 11:00 a.m. | YFAC Ad-Hoc Presentation Prep Meeting
 - a. Meeting to review presentation materials ahead of Ad-Hoc meeting
20. Wednesday, May 12, 2021 | 10:00 a.m. | North Base Complex Bi-Monthly Update Mtg
 - a. Reviewed project status and action items with City
21. Wednesday, May 12, 2021 | 4:30 p.m. | YFAC Construction Budget Discussion
 - a. Discussed project budget with CON and GE Johnson
22. Thursday, May 13, 2021 | 11:00 a.m. | YFAC DD Discussion
 - a. Conversation with FSB and BRS about proceeding with design development
23. Thursday, May 13, 2021 | 1:00 p.m. | YFAC Programming Mtg
 - a. Weekly discussion of design progress, programming questions and considerations
24. Thursday, May 13, 2021 | 2:00 p.m. | YFAC Graphic Master Schedule Update
 - a. Reviewed master schedule with GE Johnson and CON
25. Thursday, May 13, 2021 | 2:30 p.m. | YFAC Ad-Hoc Presentation Prep Meeting
 - a. Meeting to review presentation materials ahead of Ad-Hoc meeting
26. Thursday, May 13, 2021 | 4:00 p.m. | YFAC Ad-Hoc Meeting
 - a. Meeting to review SD presentation and budget/budget needs
27. Friday, May 14, 2021 | 2:30 p.m. | Senior Wellness Center Budget Meeting
 - a. Reviewed project budget with FSB and design team
28. Friday, May 14, 2021 | 7:00 p.m. | Jud Foster Retirement Party
 - a. Celebrated Jud's retirement at Chickasaw Bricktown Ballpark
29. Monday, May 17, 2021 | 9:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
30. Monday, May 17, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
31. Tuesday, May 18, 2021 | 10:00 a.m. | Griffin Park OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
32. Tuesday, May 18, 2021 | 2:00 p.m. | Ruby Grant Bid Opening
 - a. Bid opening for Southeast parking lot
33. Tuesday, May 18, 2021 | 4:00 p.m. | FSB/ADG Coordination Mtg
 - a. Meeting to discuss and review upcoming items for YFAC and Senior Wellness Center
34. Wednesday, May 19, 2021 | 9:00 a.m. | Central Library Bi-Weekly ADA Update Mtg
 - a. Discussion and verification of ADA / punch list items
35. Wednesday, May 19, 2021 | 2:00 p.m. | YFAC Early Site Package Review Meeting
 - a. Meeting with FSB to discuss YFAC early site package requirements
36. Thursday, May 20, 2021 | 10:00 a.m. | Municipal Complex Development Center OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
37. Thursday, May 20, 2021 | 1:00 p.m. | YFAC Programming Mtg
 - a. Weekly discussion of design progress, programming questions and considerations
38. Thursday, May 20, 2021 | 2:30 p.m. | Senior Wellness Center Programming Mtg
 - a. Bi-weekly discussion of design progress, programming questions and considerations
39. Monday, May 24, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
40. Monday, May 24, 2021 | 1:30 p.m. | CFOB Meeting
 - a. Presented ADG's graphic report

41. Monday, May 24, 2021 | 3:00 p.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
42. Monday, May 24, 2021 | 3:30 p.m. | FSB/ADG Coordination Mtg
 - a. Meeting to discuss and review upcoming items for YFAC and Senior Wellness Center
43. Tuesday, May 25, 2021 | 10:00 a.m. | Ruby Grant OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
44. Wednesday, May 26, 2021 | 10:00 a.m. | North Base Complex Bi-Monthly Update Mtg
 - a. Reviewed project status and action items with City
45. Wednesday, May 26, 2021 | 11:00 a.m. | North Base Maintenance Complex OAC Mtg
 - a. Monthly discussion of project schedules, budgets, and critical issues
46. Thursday, May 27, 2021 | 1:00 p.m. | YFAC Programming Mtg
 - a. Bi-weekly discussion of design progress, programming questions and considerations

Construction Observation Site Visits:

- a. Griffin, Phase 4: 6
- b. Municipal Complex, Development Center: 6
- c. North Base: 6
- d. Ruby Grant: 6

WORK ANTICIPATED THE UPCOMING MONTH (June 2021)

- Griffin Park Ph. 4
 - OAC Meetings on 6.08.2021, 6.22.2021 at 10:00 a.m.
 - Sprigging to start 6.16/17.2021
- Central Library
 - Contractor working on ADA violations and open warranty items and leaks.
 - Graco to replace South green roof
- Reaves Park
 - Prepare schedule for bidding and Parks Maintenance move
- Ruby Grant Park
 - OAC Meetings 6.1.2021, 6.15.2021, 6.29.2021 at 10:00 a.m.
 - Finishing restroom interior finishes and siding (substantial completion) on 6.28.2021.
 - Southeast parking lot construction to begin.
- North Base Complex
 - Roof panel installation, MEP rough-in, site work to begin for parking lots
 - On-site interviews for Davis Bacon compliance
- Indoor Aquatic and Multi-Sport Facility
 - Design development underway, to be completed 6.28.2021
 - Recurring weekly programming meetings underway
- Senior Wellness Center
 - Design development underway
 - Recurring bi-weekly programming meetings underway
- Municipal Complex
 - Development Center: Construction underway
 - Municipal Courts: CD's underway
 - Building 201: CD's underway, lighting plan in development
 - FF&E inventory, selection and layout underway
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Warranty and ADA work in progress
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - a. Schedule: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
 - c. In operation
- Griffin Park
 - a. Schedule: Phase IV in progress
 - b. Budget: Within budget
 - a. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: 100% CD's submitted
 - b. Budget: Within budget
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation: Court paint warranty extended another 12 months from 9.22.2021
- Ruby Grant
 - a. Schedule: Phase I Grand Opening on December 4, 2021; Bid Package 3 in construction
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: Design development in progress, Schedule Development in progress
 - b. Budget: Schematic design estimate alignment in progress
 - c. Issues: No known issues
- Senior Wellness Center
 - a. Schedule: Design development in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: NRHS Porter Campus Master Plan
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: None

SUBMITTED BY: ADG – Randy W. Hill

FINANCE 3

CITY OF NORMAN

Department of Finance Monthly Report – May 2021

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 May are discussed below:

Treasury Division:

In the month of May, the Treasury division processed 36,798 payments in person and over the phone, a decrease of -2.8% from last month. Paymentus (the city's 3rd party processor of online and automated telephone payments) processed 14,168 payments in May, a decrease of -3.5% from last month. The Municipal Court processed 455 credit card payments for court fines, a decrease of -22.2% from last month.

The City charges a convenience fee of \$3 on credit card payments to help offset the costs of providing credit card service. We collected \$2,637 in convenience fees in the month of May with a fiscal year-to-date total of \$52,596.

Utility Services Division:

The Meter Reading Division read 41,497 meters. Out of 77 meter reading routes, 31 (40%) were read within the targeted 30-day reading cycle. 43 routes (56%) were read by the 32nd day, and all routes were read by the 38th day. Five routes were estimated in May.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of May by 9.4%. Revenues from the City's largest single source of revenue, sales tax, are above target by 1.2% for the year to date and 11.2% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 21 Budget To Date	FYE 21 Actual To Date	FYE 20 Actual To Date	FYE 19 Actual To Date
Sales Tax Revenue	\$40,940,915	\$41,422,757	\$37,250,169	\$36,874,572
General Fund Revenue	\$78,124,086	\$85,487,580	\$70,311,239	\$68,699,949
General Fund Expenses	\$90,341,784	\$82,511,394	\$76,561,162	\$67,272,643

Administration Division

	FYE 21		FYE 20	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	4,000.00	480.00	3,840.00
Total Comp Time Available	0.25	33.25	3.00	18.50
Total Overtime Hours	5.75	7.75	0.00	4.50
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	326.00	4,041.00	483.00	3,863.00
Benefit Hours Taken	18.25	730.00	76.00	593.00
TOTAL ACCOUNTABLE STAFF HOURS	307.75	3,311.00	407.00	3,270.00
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 21		FYE 20	
	May	YTD	May	YTD
Total Regular Hours Available	960.00	12,000.00	1,340.00	11,362.00
Total Comp Time Available	2.50	53.50	3.00	80.75
Total Overtime Hours	34.50	281.50	0.00	84.25
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	 997.00	 12,335.00	 1,343.00	 11,527.00
Benefit Hours Taken	75.25	1,829.00	262.75	1,625.25
 TOTAL ACCOUNTABLE STAFF HOURS	 921.75	 10,506.00	 1,080.25	 9,901.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00		25.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 25.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 21 May	FYE 21 April	
Total Revenue Received (\$)	\$4,230,113	\$4,372,902	(\$142,789)
Utility Payments - Office (#)	36,798	37,853	(1,055)
Utility Payments - Office (\$)	\$3,610,876	\$3,710,516	(\$99,640)
Lockbox (#)	10,715	11,042	(327)
Lockbox (\$)	\$965,865	\$1,055,122	(\$89,257)
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$14,168	\$14,685	(\$517)
Paymentus (\$)	\$1,469,153	\$1,475,388	(\$6,235)
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	10,310	9,189	1,121
Bank Draft Payments (\$)	\$902,704	\$784,394	118,310
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	65	75	(10)
Processed Return Checks (\$)	(\$6,723)	(\$8,208)	\$1,485
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$71,527	\$119,496	(\$47,969)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$195,259	\$249,327	(\$54,068)
Municipal Court - Credit Card (#)	455	585	(130)
Municipal Court - Credit Card (\$)	\$99,584	\$131,245	(\$31,661)
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$404,268	\$420,651	(\$16,383)
Building Permits Credit Card (#)	341	389	(48)
Building Permits Credit Card (\$)	\$171,916	\$270,614	(\$98,698)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$6,700	\$18,019	(\$11,319)
Occupational License - Bldg Insp. CC (#)	31	84	(53)
Occupational License - Bldg Insp. CC (\$)	\$4,450	\$12,744	(\$8,294)
Business License - City Clerk (\$)	\$13,010	\$61,563	(\$48,553)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$69,692	\$861,745	(\$792,053)

Budget Services Division

	FYE 21		FYE 20	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	4,000.00	480.00	2,736.00
Total Comp Time Available	10.25	22.00	0.00	0.00
Total Overtime Hours	0.00	1.00	0.00	2.25
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	 330.25	 4,023.00	 480.00	 2,738.25
Benefit Hours Taken	55.75	541.00	50.00	262.00
 TOTAL ACCOUNTABLE STAFF HOURS	 274.50	 3,482.00	 430.00	 2,476.25
 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

Treasury Division

	FYE 21		FYE 20	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	10,000.00	1,200.00	9,600.00
Total Comp Time Available	6.75	189.75	38.50	226.00
Total Overtime Hours	51.75	366.75	26.50	206.75
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	 858.50	 10,556.50	 1,265.00	 10,032.75
Benefit Hours Taken	134.50	1,946.00	465.00	2,057.00
 TOTAL ACCOUNTABLE STAFF HOURS	 724.00	 8,610.50	 800.00	 7,975.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

UTILITY 3C

Utility Division

	FYE 21		FYE 20	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,800.00	33,111.00	4,080.00	31,559.50
Total Comp Time Available	28.75	333.75	43.00	147.00
Total Overtime Hours	70.75	2,472.50	94.75	742.50
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	2,899.50	35,917.25	4,217.75	32,449.00
Benefit Hours Taken	456.25	5,729.25	1,077.50	5,335.25
TOTAL ACCOUNTABLE STAFF HOURS	2,443.25	30,188.00	3,140.25	27,113.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 21		FYE 20	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	3,584.00	480.00	2,702.00
Total Comp Time Available	0.00	3.25	0.00	0.00
Total Overtime Hours	37.50	407.00	0.00	174.25
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	 357.50	 3,994.25	 480.00	 2,876.25
Benefit Hours Taken	18.00	366.75	100.00	309.00
 TOTAL ACCOUNTABLE STAFF HOURS	 339.50	 3,627.50	 380.00	 2,567.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	459.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	5.50
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 464.50
Benefit Hours Taken	0.00	0.00		71.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 393.50
 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 21 April	FYE 21 May
Mail Payments - Lockbox	14,685	14,168
Mail Payments - Office	15	34
Mail Payments - Subtotal	14,700	14,202
Night Deposit	115	109
Click-to-Gov Payments	0	0
Paymentus Payments	11,042	10,715
IVR Payments	0	0
Without assistance payments - Subtotal	11,157	10,824
Drive-up window & inside counter	2,507	2,275
Credit Card machine payments (swipe)	0	0
Credit Card machine payments (phone)	0	0
With assistance payments - Subtotal	2,507	2,275
Total Payments Processed - Subtotal	28,364	27,301
Bank Draft (ACH) Payments	9,189	10,310
Total Payments (Utility)	37,553	37,611
Total Convenience Fees - all Payments	0	0
Grand Total Payments	37,553	37,611

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

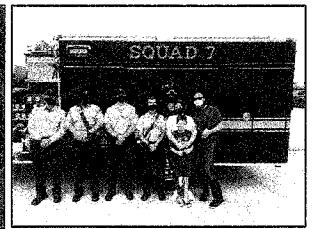
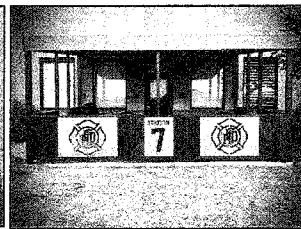
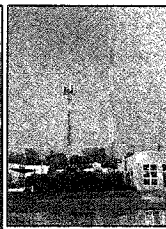
	FYE 21		FYE 20	
	May	YTD	May	YTD
Number of Meters Read	38,866	340,821	40,709	371,135
New Service	715	6,849	815	6,838
Request for Termination	740	6,805	761	6,724
Delinquent On(s)	237	2,202	0	2,505
Delinquent Offs	229	2,560	0	3,711
Collect Deposit Tags Hung	0	60	1	171
Collect Deposit Cut Offs	0	12	0	52
Blue Tags	0	108	14	182
Number of Meters Re-read	666	6,147	225	10,819
Meters Cleaned	4	311	90	918
Customer Assists	0	277	109	955
Meters Pulled	0	2	0	1
Meters Re-set	0	0	0	0
Meter Exchanges	40	617	65	731
TOTAL	41,497	366,771	42,789	404,742

Utility Division Activity Report

	FYE 21		FYE 20	
	May	YTD	May	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,898	437,729	43,028	472,296
New Ons	809	8,248	682	9,688
Final Accounts Billed	619	6,463	779	7,422
TOTAL ACCOUNTS BILLED	45,326	452,440	44,489	489,406

FIRE DEPARTMENT

4



NFD Monthly Progress Report

May 2021

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	16	1.12%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	894	62.69%
4 - Hazardous Conditions (No Fire)	23	1.61%
5 - Service Call	141	9.89%
6 - Good Intent Call	269	18.86%
7 - False Alarm & False Call	67	4.70%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	16	1.12%
Total Incident Count (Unique Calls)	1426	100.00%
Number of Total Unit Responses	1761	

Total Fire Loss \$509,750.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	274	301	0:05:01
Station #2	214	293	0:04:53
Station #3	232	377	0:06:17
Station #4	159	319	0:05:19
Station #5	71	593	0:09:53
Station #6	65	498	0:08:18
Station #7	106	344	0:05:44
Station #8	85	346	0:05:46
Station #9	213	351	0:05:51

Community Outreach

Tours and Special Event	1	Healthy Babies/Bright Futures
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Burn Permits

Burn Permits Issued	370	Total of 15 burn days
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Training

Total Personnel Training Hours	2345	Mgmt/Supvrs, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

May 2021

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
Chief 301	23	3	2	5	2	1	2	6		2
Chief 302	22	2		6	3		3	3	2	3
Chief 304	20	1	5	2	3	1		1	5	2
Engine 1	292	264	3	10	1			2		12
Brush 1	4	1		1						2
Ladder 1	21	11	3	3	2			1		1
Engine 2	226	3	209	2	6			5	1	
Brush 2	3		1		2					
Ladder 2	21	3	9	3	4			1		1
Engine 3	245	4	4	230				6		1
Brush 3	2			2						
Engine 4	174	1	7	1	159			2	4	
Brush 4	3				1				2	
Engine 5	30					28	1			1
Brush 5	75					74	1			
Engine 6	28						25			3
Brush 6	68						65			3
Rescue Boat 6	1						1			
Rescue 7	2		1					1		
Squad 7	151	12	10	10	6		2	101	5	5
Rescue Boat 7	1		1							
Brush 7	3							1	1	1
Engine 8	91				4			3	84	
Brush 8	2								2	
Tanker 8	4						1		2	1
Engine 9	228	3	1	8			5	1		210
Brush 9	5						1			4
Tanker 9	4						2			2
Fire Marshal 2	4	1		1						2
Fire Marshal 3	1	1								
Fire Marshal 4	4		1	2			1			
Fire Marshal 5	3		1	1						1
	1761	310	258	287	193	104	110	134	108	257

NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
May 2021

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		96	79
Re-Inspections		42	29
Total Inspections		138	108

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		15	14

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		26	65
Fire Education Classes			

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		31	48
Investigations		14	32
Investigative Activities		11	37
Miscellaneous/Special			

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline

Comments: May 2021

Mitigation:	
Preparedness:	
Amateur Radio Technical (ELMER) Night	First Tuesday of Each Month
Amateur Radio Meeting	Second Saturday of Each Month
SouthWest EM Team Meeting	May 13
Envision Success Board Meeting	May 18
Verified Fed Mall access	May 24
Medical Reserve CORPS call	May 27
Volunteer Meeting Second Thursday	
Response:	
Preparedness Partners Meeting Virtual	Every other Wed
Recovery:	
DR-4530 Covid	On Going
DR-4575 Debris	Submission for reimbursement pending final vendor payments
DR-4587 Snow/Ice	On going and pending information on damages
No declaration hail storm	Pending information gathering and damage estimates

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
May 2021**

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits		47	56
Inspections		18	18
Citizen Calls for Information		5	6
Training	Training - CLEET and Medical	9	86
Meetings	Includes City View Meetings	5	4
Totals		84	170

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
May 2021

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed May 2021 Employee Newsletter
- Processed invoices and reconciled expense accounts
- Met with United Way representatives in support of E-Pledges
- Attended/Summarized three (3) negotiation sessions
 - 1 – FOP
 - 1 – IAFF
 - 1 – AFSCME

BENEFITS

- Conducted eight (8) new hire orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciliation of health, dental, and supplemental products
- Continued education of plan documents
- Fielded approximately 350 phone calls, emails and one-on-one meetings to discuss benefits, claims, and wellness; assisting employees with registration, as well as, completion of required activities.
- Conference call with Gallagher to discuss Stop Loss Marketing Review
- ACA Maintenance for aged out dependents
- Auditing health and dental enrollments and terminations

PERSONNEL ACTIONS

New Hires – 52

Dept./Div.	Position	Number of Employees
Planning/Development Svs.	Building Inspector	1
Legal	Assistant City Attorney II	1
Utilities/Sanitation	Sanitation Worker I	1
Utilities/Sanitation	Sanitation Worker II	1
Parks/Park Maintenance	Maintenance Worker I	2
Parks/Westwood Golf	Parks Superintendent	1
City Council	Councilmember (PT)	1
Parks/Recreation	Recreation Center Specialist (PT)	3
Parks/Westwood Pool	PT Pool Personnel (PT)	41

Separations – 19

Dept./Div.	Position	Number of Employees
City Manager	Chief Communications Officer	1
Police/Patrol	Police Officer	2
Police/Patrol	Master Police Officer	1

Police/Patrol	Police Sergeant	1
Police/Animal Welfare	Shelter Veterinarian	1
Planning/Current Planning	Oil and Gas Inspector	1
Public Works/Streets	Maintenance Worker II	1
Public Works/Fleet	Fleet Service Technician	1
Utilities/Environmental Svs.	Environmental Services Coord.	1
Utilities/Sanitation	Sanitation Worker II	1
Parks/Park Maintenance	Maintenance Worker I	2
Parks/Recreation	Recreation Leader I (PPT)	1
Parks/Westwood Pool	PT Pool Personnel (PT)	5

Promotions – 3

Dept./Div.	Position	Number of Employees
Planning/Current Planning	Planner I	1
Public Works/Stormwater	Maintenance Worker II	1
Parks/Administration	Director of Parks and Recreation	1

SURVEYS

No surveys conduction this month.

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Clerk/Facility Maintenance	Custodian (PPT)
City Manager's Office	Sustainability Coordinator
Parks & Recreation/Park Maintenance	Maintenance Worker I
Parks & Recreation/Park Maintenance	Temporary Laborer (PT)
Parks & Recreation/Recreation	Food and Beverage Technician I
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Westwood Family Aquatic Center	Admissions Clerk I (PT)
Parks & Recreation/Westwood Family Aquatic Center	Admissions Clerk II (PT)
Parks & Recreation/Westwood Family Aquatic Center	Assistant Aquatic Manager (PT)
Parks & Recreation/Westwood Family Aquatic Center	Aquatics Facility Maintenance (PT)
Parks & Recreation/Westwood Family Aquatic Center	Concessions Cashier I (PT)
Parks & Recreation/Westwood Family Aquatic Center	Concessions Cashier II (PT)
Parks & Recreation/Westwood Family Aquatic Center	Head Lifeguard (PT)
Parks & Recreation/Westwood Family Aquatic Center	Lifeguard (PT)
Parks & Recreation/Westwood Family Aquatic Center	Slide & Gate Attendant (PT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Golf Course	Temporary Laborer (PT)
Planning & Community Dev./CDBG	Outreach Case Coordinator
Planning & Community Dev./CDBG	Outreach Housing Liaison
Planning & Community Dev./Planning Services	Oil and Gas Inspector
Police/Animal Welfare	Registered Veterinary Technician
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Staff Services	Police Records Clerk

Public Works/Engineering	Construction Inspector
Public Works/Fleet	EVT Mechanic II
Public Works/Fleet	EVT Specialist
Public Works/Fleet	Fleet Service Technician
Public Works/Fleet	Mechanic Apprentice (PT)
Public Works/Fleet	Transit Service Technician
Public Works/Stormwater	Maintenance Worker I
Public Works/Streets	Streets Program Manager
Public Works/Transit and Parking	Transit and Parking Program Manager
Utilities/Sanitation	Sanitation Worker I
Utilities/Water Line Maintenance	Utility Distribution Worker II
Utilities/Water Reclamation Facility	Maintenance Worker I
Utilities/Water Reclamation Facility	Temporary Laborer (PT)
Utilities/Water Treatment Plant	Plant Operator
Utilities/Water Treatment Plant	Temporary Laborer (PT)

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	410	Written Exams	2
Phone	490	Practical Testing/Assessment Center	0
Mail	305	Panel Board Interviews	7
Email	220	Promotions	3
Total Subscribers on E-mail Vacancy List	1130	Oral Interviews	20
Total Page Views for HR website	N/A	Hiring/Promotion Board	2

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	40	Advertisements Placed	6
Pre-Employment Drug Screens	47	Applications Received	121
Pre-Employment Physicals	33	Job Announcements Emailed	60
Pre-Employment OSBI	20	Job Announcements to CON Depts.	90

TRAINING AND DEVELOPMENT

Conducted training for eight (8) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

The Computer Training Lab was the site for ERP project management for IT and EAM training for various departments.

SAFETY

- Safety material documents were sent to divisions each week
- Safety meetings were held for all departments covering Heat Stress
- Conducted two (2) Return to Work Meetings at Line Maintenance
- Conducted two (2) Fitness for Duty Meetings (Police & Fire)
- Conducted eight (8) new employee orientations

Recordable Injuries – 8

Dept./Division	Nature of the Injury	Activity	Prognosis
Fire/ Suppression	Lower back strain	Strained lower back while lifting weights	Work restrictions
Fire/ Suppression	Left foot strain	Strained left foot during physical training	Work restrictions
Police/ Patrol	Right ankle strain	Strained thigh while at the firing range	Work restrictions
Police/ Patrol	Lower back strain	Injured back after falling chasing a suspect	Work restrictions
Parks & Recreation/ Park Maint.	Groin strain	Strained groin area while mowing at park	Work restrictions
Public Works/ Streets	Neck strain	Strained neck after pulling on a rod	Off work
Utilities/ Sanitation	Left knee & elbow strain	Slipped and injured knee and elbow while pushing on a ratchet	Off work
Utilities/ Sanitation	Poison ivy exposure	Exposed to poison ivy during trash pick-up	Returned to work

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

2021	2020	2019	2018	2017	2016
31	57	65	71	59	69

Vehicle Collisions: 1

Division	Description of Collision	Status
Utilities/ Sanitation	Sanitation driver backed into another vehicle at the Transfer Station causing damage.	“At Fault”

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

2021	2020	2019	2018	2017	2016
8	3	8	5	17	13

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
Monthly Report – May 2021.

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, Munis for Payroll, and is currently in the implementation phase of Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance and completing Munis for HR Module. CityView for Planning and Permits has begun May 2021.
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.	In Planning: FYE18 funding of new core switching has been approved. IT Network staff are in implementation and testing Q1 of 2021.
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 possible launch in FYE22
Video Detection Upgrade (Phase 2)	Will add cameras to a number of existing intersections some of which will require IP addresses for viewing in Centrac	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress
Installation of fiber optic cable along Main Street to Fire Admin picking up signals at Main/Hal Muldrow, Main/Mercedes, Flood/Gray, Flood/University, Flood/Santa Fe, Flood/Peters, and Flood/Porter.	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP address for viewing in Centrac	Complete
Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	In Progress
Installation of fiber optic cable along 12th Avenue SE from Highway 9 to Cedar Lane Road with a switch at a new signal at Campus Crest Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Expected completion in Q1 or Q2 2019

Installation of fiber optic cable along 12th Avenue NE from Robinson Street to Alameda Street with switches at Main Street, Norman Public Schools Bus Barn, and Morren Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	In Progress
Installation of fiber optic cable along 12th Avenue NE from Rock Creek Road to Robinson Street with switches at Rock Creek Road and a modified traffic signal at High Meadows Drive	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	
Installation of fiber optic cable along Classen Boulevard from Highway 9 to Cedar Lane Road with switches at new signals at Ann Branden Boulevard, Renaissance Drive, and Southlake Boulevard.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	

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 May 2021.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that

23 emails from the groups shown were sent from city servers using city resources – of those 31,968 were delivered to outside mailboxes for the month of May 2021. The city servers generated mass communications to Norman citizens of 31,968 messages from only 23 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 443,674 attempted incoming and 94,364 outgoing messages for the month of May 2021. Incoming messages totaling 202,266 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 known malicious countries and 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 waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of May 2021, the City of Norman's web site had 112,248 individual web sessions access the web site for 241,362 total page views. Of those sessions, 61,814 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 current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through the second quarter of 2022. 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 is our focus for the Months of Feb through May 2021. 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 is set to start in April 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).

[illegible]

Table 1

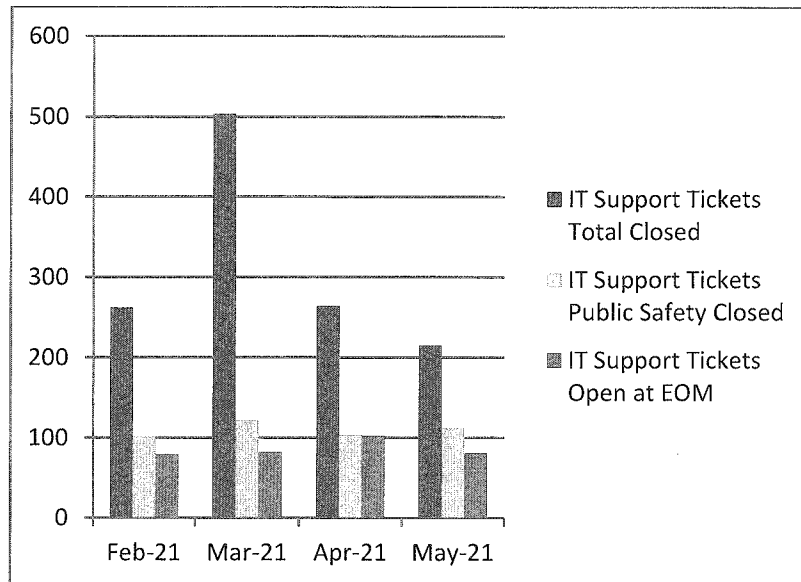


Table 2

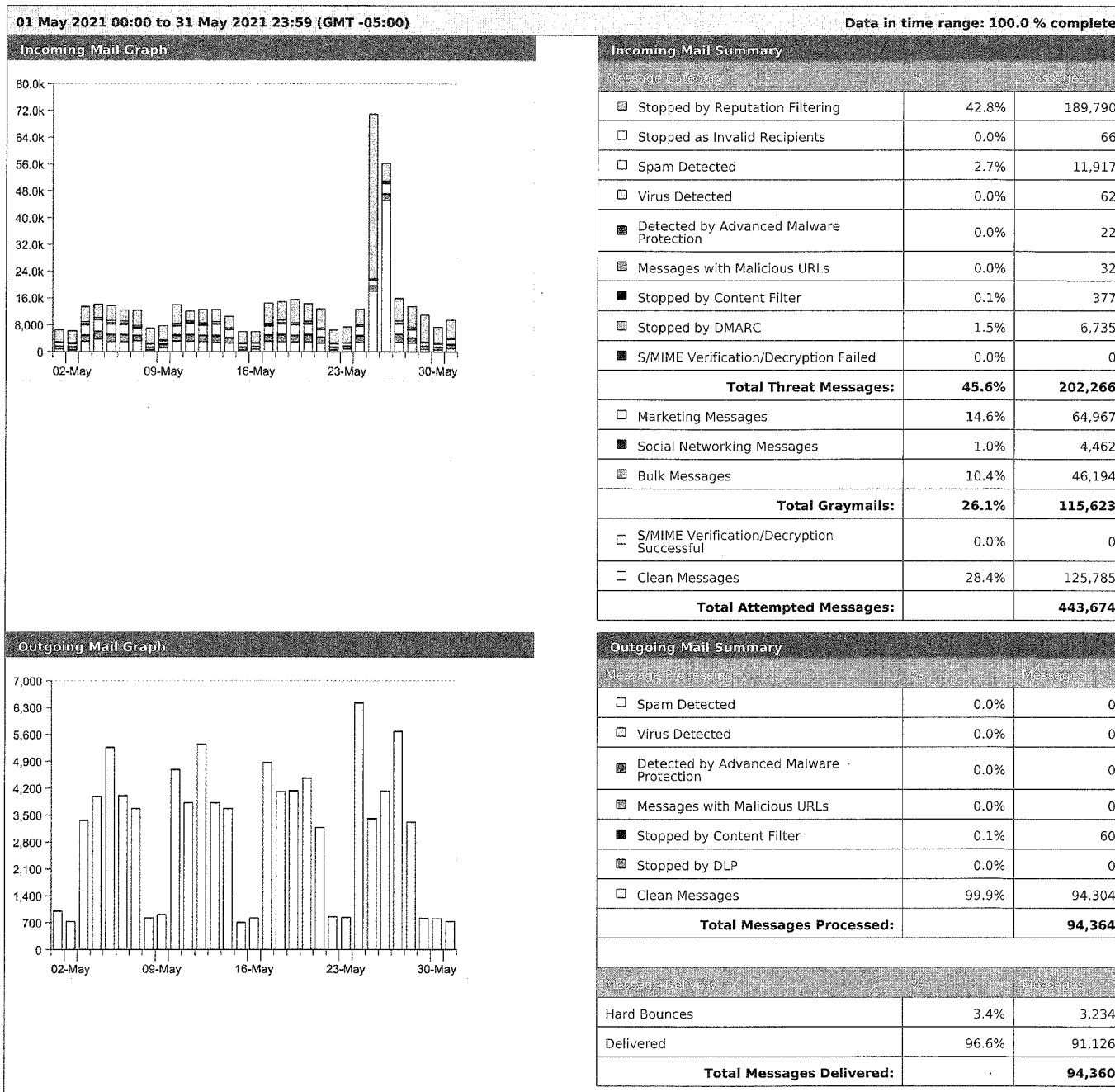
May 2021 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	15	4	60
Job Posting	1122	4	4488
Norman News	1828	15	27420
Westwood Golf	645		
Westwood Golf Members	24		
Westwood Men's Clinic	14		
Westwood Men's Golf Assoc.	54		
Westwood Women's Clinic	34		
Westwood Women's Golf Assoc.	2		
Totals	3738	23	31968



EMAIL SECURITY APPLIANCE

Executive Summary

ironport.example.com



ironport.example.com - 01 Jun 2021 01:00 (GMT -05:00)

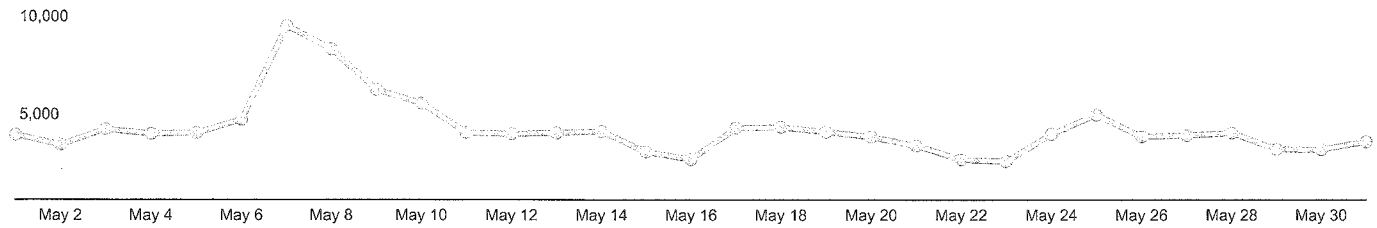
Site Traffic

All Users
100.00% Sessions

May 1, 2021 - May 31, 2021

Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	112,248 % of Total: 100.00% (112,248)	2.15 Avg for View: 2.15 (0.00%)	241,362 % of Total: 100.00% (241,362)	72,746 % of Total: 100.00% (72,746)	61,814 % of Total: 100.05% (61,784)	44.26% Avg for View: 44.26% (0.00%)	00:01:39 Avg for View: 00:01:39 (0.00%)
1. 07	8,884 (7.91%)	1.92	17,061 (7.07%)	7,761 (7.98%)	6,017 (9.73%)	54.15%	00:02:04
2. 08	7,694 (6.85%)	1.79	13,770 (5.71%)	6,393 (6.58%)	4,333 (7.01%)	53.34%	00:01:45
3. 09	5,615 (5.00%)	1.98	11,104 (4.60%)	4,582 (4.71%)	2,654 (4.29%)	47.25%	00:01:33
4. 10	4,920 (4.38%)	2.12	10,455 (4.33%)	4,288 (4.41%)	2,641 (4.27%)	48.88%	00:01:34
5. 25	4,329 (3.86%)	2.19	9,489 (3.93%)	3,767 (3.88%)	2,534 (4.10%)	45.92%	00:01:37
6. 06	4,086 (3.64%)	2.01	8,206 (3.40%)	3,679 (3.78%)	2,579 (4.17%)	52.23%	00:01:32
7. 18	3,698 (3.29%)	2.34	8,642 (3.58%)	3,212 (3.30%)	1,951 (3.16%)	38.16%	00:01:42
8. 17	3,665 (3.27%)	2.26	8,283 (3.43%)	3,200 (3.29%)	1,949 (3.15%)	38.20%	00:01:36
9. 03	3,595 (3.20%)	2.46	8,848 (3.67%)	3,104 (3.19%)	1,946 (3.15%)	39.19%	00:01:35
10. 14	3,493 (3.11%)	2.19	7,635 (3.16%)	3,024 (3.11%)	1,788 (2.89%)	41.40%	00:01:44

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
May 2021 Report
(Submitted June 11, 2021)

MONTHLY HIGHLIGHTS:

Rodgers v. City of Norman, DF-118,420 (K)

On April 19, 2021, the Oklahoma Court of Civil Appeals affirmed the district court's judgment in favor of Mr. Rodgers. The mandate was issued on May 19, 2021, and the judgment, \$125,000, has been satisfied. This case will no longer appear on the Monthly Report.

Moghadam v. City of Norman, CV-2020-2441 (K)

This case challenged the mask mandate issued by the City on September 22, 2021. The Plaintiff's request for a temporary injunction was heard on November 24, 2020. The request was denied. Because the September 22, 2021, mask mandate has expired, the Plaintiff dismissed this case without prejudice. This case will no longer appear on the Monthly Report.

Webb, et al. v. City of Norman, et al., CJ-2018-4756 (K, S)

This case alleges claims for nuisance and personal injury alleged to have been caused by water from the City's water distribution system. Settlement in the total amount of \$15,000 was approved by Council on April 27, 2021, and has been finalized. This case will no longer appear on the Monthly Report.

City v. STACHMUS, Aaron & ANGLIN, Bryson, CJ-2021-445

This case was filed on May 7, 2021. It arises out of an illegal zoo maintained by the defendants. On May 21, 2021, the Defendants agreed to relinquish the animals seized by the City and to pay the City for their care from April 30, 2021, to May 7, 2021. The total amount awarded by the court is \$95,773.08. The Defendants are paying this amount in installments of \$5,000 per month. This case will remain on the Monthly Report until the judgment is satisfied.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

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

Ashton Grove, et al. v. City of Norman, CIV-10-1002 W (K)

Ashton Grove, et al. v. City of Norman, CJ-2012-262; CIV-12-234 W (K)

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

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

Harmon, Toby, Shane Dodson, Tammi Dodson v. City of Norman, Jeff Robertson, Case No. 18-6187; CIV-18-688-HE (K)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Kevin Easley v. City of Norman, CV-2012-346; DF-115811 & SD-119536

FOP v. City of Norman, CJ-2020-661; SD-119296 (K)

Golden Tribe LLC v. City of Norman, CV-2018-1142, DF-119107

Magnum Energy, Inc. v. Board of Adjustment for the City of Norman, SD-117912 (M):

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

AMF Development v. City of Norman, et al, CJ-2018-1134 (K)

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 v. STACHMUS, Aaron & ANGLIN, Bryson, CJ-2021-445

This case was filed on May 7, 2021. It arises out of an illegal zoo maintained by the defendants. On May 21, 2021, the Defendants agreed to relinquish the animals seized by the City and to pay the City for their care from April 30, 2021, to May 7, 2021. The total amount awarded by the court is \$95,773.08. The Defendants are paying this amount in installments of \$5,000 per month. This case will remain on the Monthly Report until the judgment is satisfied.

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

This case was removed to federal court. See Doughty v. CentralSquare Technologies LLC, et al., CIV-20-500 (K)

Easley v. City of Norman, CJ-2015-304 T; Case No. 117292 (Convenience Fee) (K)

Fleske Holding Company LLC v. City of Norman, CV-2018-956 (K)

This case arises out of Council's decision to deny the Plaintiff's request for a change to the Land Use and Transportation Plan and zoning. On May 19, 2021, the district court ruled in favor of the Plaintiff. The merits of an appeal were discussed at an executive session on June 15, 2021, and an appeal will be filed on or before the deadline.

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)

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)

Golden Tribe, LLC v. City of Norman, CV-2018-1141 (K)

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

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

Hinckley v. City of Norman, CM-2016-1048 SS (K)

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)

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

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 Historic Berry Farms, LLC, et al., CV-2015-674 (M)

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

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

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

City of Norman v Ramchender Pulijala, et al., CJ-2021-222 (M):

City of Norman v. David W. Little, et al., CJ-2021-223 (M):

City of Norman v. Michael W. Griffith, et al., CJ-2021-224 (M):

City of Norman v. Bradley C. Conley, et al., CJ-2021-225 (M):

City of Norman v. CHC Land, LLC et al., CJ-2021-226 (M):

City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M):

City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M):

City of Norman v. Gregory Rushing, et al., CJ-2021-229 (M):

City of Norman v. Ronald A. Ashley, et al., CJ-2021-337 (M): Filed and order appointing Commissioners delivered to Judge Jeff Virgin for signature.

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

E. Small Claims Court

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

F. Board of Adjustment Appeals

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 21-06 – (Parks HEOs and MWIIIs)

IAFF Grievance FYE 21 – (Smith – Improper Compensation)

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 May 2021. 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 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21
JULY	421	640	545	21	35	23	12	15	16
AUG	1,130	683	444	24	10	11	15	15	14
SEPT	412	497	520	28	17	10	13	14	13
OCT	445	581	325	45	23	4	14	18	7
NOV	300	390	259	14	9	0	5	11	6
DEC	279	444	279	2	25	6	3	12	7
JAN	561	522	134	43	32	3	15	15	0
FEB	540	597	178	16	22	1	14	13	0
MAR	1139	420	270	13	22	6	10	7	5
APR	491	104	420	23	0	6	12	0	13
MAY	626	137	507	34	2	10	14	0	13
JUNE	542	528		31	25		14	9	
TOTALS / YTD	6,886	5,543	3,881	294	222	80	141	129	94

WORKERS' COMPENSATION COURT

The total number cases pending as of May 2021 are 14. There were no new workers compensation cases filed or Settlements/Orders. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission. 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	FYE21 CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES
Fire	Suppression	3	2	2	4	3
Parks/Rec.	Park Maintenance	1			1	1
Planning	Development Services					
Police	Animal Welfare	3	2	1		1

DEPARTMENT	DIVISION	PENDING CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES
Police	Patrol	4	1	2	1	1
Police	Administration					
Public Works	Street Maintenance	2	1	1	3	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1		1		2
Utilities	Sanitation					
TOTALS		14	6	7	9	9

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)

Baskeyfield, Henry L. v. City of Norman, CM-2020-03971 A

(Police/Animal Control/AWO, Low Back)

Clement, Stacey v. City of Norman, CM-2020-04580 R

(Police, Investigations/Captain, Head, Face, Neck, Back, Both Shoulders, Arms, Hands, Legs)

Kizzia, Derrald v. City of Norman, WCC 2014-06995 K

(Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)

Koscinski, Christopher v. City of Norman, CM-2020-06955 J

(Fire, Suppression, Firefighter, R. Shoulder, R. Arm)

Landrum, Sean v. City of Norman, CM-2019-05618 L

(Utilities, Water Maintenance, Utility Distribution Worker II, Head, Headaches, Face, Jaw, Teeth, Tongue, Neck, and R. Shoulder)

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)

Pack, Robert v. City of Norman, CM 2017-06285 K

(PW, Street Maintenance, HEO; Low Back/Reopen Request)

Ragland, Leon v. City of Norman, CM-2020-07082 X

(Fire, Suppression, Firefighter, R. Knee)

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)

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 May 2021.

DEPARTMENT	FYE 21 Month	FYE 21 YTD	FYE 20	FYE 19	FYE 18
Animal Control					1
Finance – IT		1			
Fire	1	1	4		3
Legal		2			
Other	1	11	10	9	11
Parks		3	6	6	5
Planning					1
Police		3	5	10	6
Public Works – other		2	3		
Public Works – Stormwater			2		6
Public Works – Engineering		1	2		2
Public Works – Streets	2	9	11	6	11
Utilities – Water		9	11	12	12
Utilities – Sanitation		10	12	10	11
Utilities – Sewer	1	4	5	3	5
TOTAL CLAIMS	5	56	71	56	74

CURRENT CLAIM STATUS	FYE 21 TO DATE	FYE 20	FYE 19	FYE 18
Claims Filed	56	71	56	74
Claims Open and Under Consideration	9	0	0	0
Claims Not Accepted Under Statute/Other	10	11	8	11
Claims Paid Administratively	9	13	10	18
Claims Paid Through Council Approval	4	14	12	12
Claims Resulting in a Lawsuit for FY	1	1	4	4
Claims Barred by Statute (No Further Action Allowed)	10	32	22	30
Claims in Denied Status (Still Subject to Lawsuit)	13	0	0	0

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
MAY - FY '21**

CASES FILED

	<u>MAY</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	611		8197	1,483		12,806
Non-Traffic	206		2351	167		2,289
SUB TOTAL	817		10,548	1,650		15,095
Parking	500		5236	17		6,417
GRAND TOTAL	1,317		15,784	1,667		21,512

CASES DISPOSED

	<u>MAY</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	875		8961	795		11,926
Non-Traffic	220		2245	92		2,379
SUB TOTAL	1,095		11,206	887		14,305
Parking	373		3428	36		5,354
GRAND TOTAL	1,468		14,634	923		19,659

REVENUE

	<u>MAY</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	\$ 102,120.43		\$ 949,201.94	\$ 84,743.10		\$ 1,295,215.37
Non-Traffic	\$ 32,632.93		\$ 269,299.20	\$ 16,005.68		\$ 307,281.86
SUB TOTAL	\$ 134,753.36		\$ 1,218,501.14	\$ 100,748.78		\$ 1,602,497.23
Parking	\$ 10,485.00		\$ 92,199.00	\$ 1,275.00		\$ 145,017.75
GRAND TOTAL	\$ 145,238.36		\$ 1,310,700.14	\$ 102,023.78		\$ 1,747,514.98

MUNICIPAL COURT - MONTHLY REPORT
May 2021

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 28 new cases and closed 21 cases during the month of May 2021. Three Mediations were held.

PARKS AND RECREATION

9

Park Planning Activities May, 2021

NORMAN FORWARD Reaves Park:

We received the 100% Construction Documents on Friday, May 28, from Halff Associates for the park renovation project, which will result in all youth baseball and softball fields being relocated to Reaves Park from Griffin Park, as planned in the NORMAN FORWARD program. We will work with our program manager (ADG) and our Construction Manager (Flintco) to prepare a bid packet in the coming weeks for the work and bid the project to begin construction in the late summer/fall. We will bring forward a Guaranteed Maximum Price for construction on the new features in the park, while also managing other work in-house to renovate other existing facilities that will remain in the park to serve the baseball/softball leagues. We will demolish the existing Park Maintenance Facility once it moves to north base and build new T-ball fields and concession/restroom building in its place, while also building a new park road and parking lots in the park and improving all of the other fields in the park and upgrading the park signage and furnishings, while leaving space for the annual Medieval Fair.

NORMAN FORWARD Saxon Park:

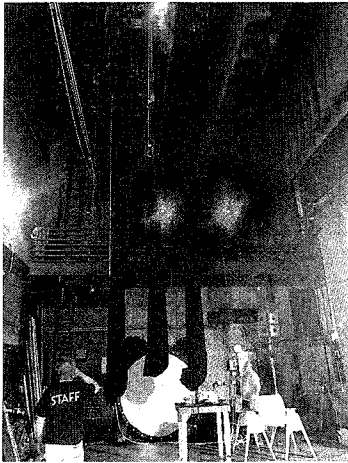
We met with our design team from Wallace Engineering/Howell & VanCuren, Landscape Architects and several community members representing various Native American Tribes to review the masterplan for the park to identify potential locations for features that could be developed as cultural space for activities such as pow-wow, dances, family ceremonies, and stick ball games. The goal at this stage is to plan for the construction of those areas either now or in the future, while we work towards the construction documents for the previously-programmed features in the park that were approved in the NORMAN FORWARD vote in 2015. The original plan calls for additional site utility work, additional road and parking lot construction, as well as design and construction of a restroom building, pavilion, park signage, and additional perimeter fencing improvements and trail work. We plan to have designs completed in 2021, with the work bid for construction later this year. Any additional funding to develop new spaces with our Native Community partners will be utilized as it is made available, following the design work being discussed now to insure infrastructure is sized properly for those spaces when they identify funding sources.

NORMAN FORWARD Ruby Grant Park:

Bids were received in May for the work to build the parking lot addition at the southeast corner of the park. This work will be paid for using the Community Park Development and Room Tax Funds appropriated last month; and be managed by our on-site Construction Manager (Crossland Construction) while they also work in the northwest part of the park to build additional parking, walking trails, restrooms and football practice fields as phase two of this popular community park project. An agenda item will be prepared to approve an amendment to Crossland's contract to add the southeast parking lot to the schedule, and to start work immediately. The additional parking has been needed since the park

opened to better serve the disc golfers and dog park patrons, who are often found parking along the I-35 service road shoulder when the original parking lot in that area is fully occupied, which happens most weekends.

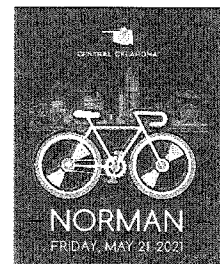
Sooner Theatre:



We have been working during May to complete a major renovation of the stage rigging at the theatre. The system of counterweighted line sets was inspected and all deficiencies noted by JF Clancy Rigging from Syracuse, New York, earlier this year to plan the work needed to re-build the head block area of the pulley system to get all line sets within more movable angles and replace all wires and ropes used to make the 11 movable line sets up to all current industry standards. Over time, the line sets had become extremely difficult to operate without having extra people on-hand to assist the fly rail operator. There was no issue with safety from this operational difficulty; however, the new hardware and parts will also increase the system's safety rating to current standards. The Sooner Theatre will resume its summer camp productions starting June 1st, when the stage is made available again after the work from Clancy is complete.

Bike to Work Day:

We hosted our local pre-work rally in the park to celebrate national Bike To Work Day on Friday, May 21. Three local group rides met at 8:30 in Andrews Park to show support for cycling as a means of transportation, as a healthy living option and as a fun way to get around town. Several prizes from local bike shops, 1st United Bank, and various City of Norman Parks and Recreation facilities were given out and healthy snacks and water were provided by Norman Regional Health System. May is national Bike Month as recognized by the League of American Cyclists.



Splashpads:

Staff has been working to get the splashpads at Andrews Park and Colonial Estates Park ready for the summer season. Minor repairs were made in-house to some valves and controller hardware to get the systems in good working order. The free water playgrounds will be available starting in June, and will operate daily from 10am to 8pm. Shelters adjacent to the splashpads are available for rental for parties; however, the water features are available at all times for the general public to use. Rentals can be made through the Parks and Recreation website.



MAY 2021
RECREATION DIVISION
MONTHLY REPORT

Senior Center: While overall attendance for the regular weekly programs decreased from April, the Norman Senior Center welcomed several new members. For most patrons, the lifting of the mask mandate brought about some relief while others spoke of their decision to continue wearing a mask. Staff has started planning variety of special events for the Summer and Fall. The monthly Bingo event for May was sponsored by Unity Legal Services with lots of great prizes being awarded in addition to each participant walking away with a gift bag full of goodies.

Little Axe Community Center: The Little Axe Community Center pantry distribution continued this month and serves families of the Little Axe Community. The Head Start program closed on May 28th and will resume in the Fall. The Little Axe Community Center is still offering library services with increased usage. Meals On Wheels was a huge success and quickly grew to our limit of 18.

12th Avenue Recreation Center: The 12th Avenue Recreation Center held its inaugural Esports Super Smash Bro's Tournament on May 23rd. The players took part in round robin play, competing against all other players to seed them for a single elimination tournament. Food, drinks, and additional free play game time were available to participants and sectors. The 12th Avenue Recreation hosted a Social Equity Home Buyer Seminar on May 20th. The seminar provided an opportunity to help and educate diverse homebuyers with the unique troubles and opportunities of purchasing a home as minority. The center concluded the afterschool program on the 27th serving on average 19 students from the Eisenhower Elementary School. The center hired Thomas Astani as a Recreation Center Specialist and he started May 24th.

Irving Recreation Center: Athletes Global hosted the 6-week Soccer & Speed Training class for youth ages 5 & up this month and teaches youth the fundamentals of soccer as well as helping them increase their speed and stamina. Irving hosted a collaborative Teen Game Night with the nonprofit organization Loveworks Leadership. 30 teenagers grades 6th-8th were in attendance for this free event and enjoyed indoor games, video games, pizza, movie and other fun activities. Loveworks plan to continue this partnership and look to offer up another teen night event sometime during the summer or before the 2021-22 school year begins.

Whittier Recreation Center:

The Junior Jammer Volleyball league concluded this month. This is the last month the Whittier after school program will be offered to students who attend the following schools: Jackson Elementary, Cleveland Elementary, Monroe Elementary, Truman Primary and Truman Elementary and will resume in the fall of 2021. The Okie Stompers continued to meet at the Center twice a week on Tuesday and Thursday evenings from 6:00-8:00 p.m. Registration remained open this month for the 2021 Summer Sports Camps. A football, volleyball and two basketball camps will be offered this summer for camper's ages 5-14 years old. The Outdoor Movie series presented by Armstrong Bank kicked off this month with WW84 on May 14th at Lions Park. Free activities such as balloon art, yard games and art crafts held by the Firehouse Art Center were at the event.

FACILITY ATTENDANCE:

	Month	Year to Date
Senior Center (includes congregate meals)	506	3,971
Little Axe Community Center	79	518
12th Avenue Recreation Center	905	7,797
Irving Recreation Center	1,408	10,697
Whittier Recreation Center	829	6,191
Reaves Center	300	3,300
Tennis Center	2,763	28,501

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Senior	305	293	350	308	290	287	255	218	446	713	506	3971
Axe	0	0	64	63	65	38	51	24	75	59	79	518
twelveth	339	262	887	643	839	716	840	523	994	849	905	7,797
Irving	335	453	360	357	530	355	478	1,843	2352	2,226	1,408	10,697
Whittier	374	419	48	524	686	526	359	923	725	778	829	6191
Reaves	300	300	300	300	300	300	300	300	300	300	300	3300
Tennis	3,292	2,712	3,530	3,464	2,703	1,434	1657	1,376	2,554	3,016	2,763	28,501

MAY 2021
PARK MAINTENANCE DIVISION

Park Maintenance crews performed routine trash, landscape bed maintenance and mowing in city parks.

SAFETY REPORT	FYE-21MTD	FYE-21YTD		FYE-20MTD	FYE-20YTD
On-The-Job Injuries	0	6		0	0
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours		Total Man	Total Man
		YEAR-TO-DATE			
Mowing	50.00	544.50		52.00	218.00
Trim Mowing	467.50	4022.00		243.00	887.00
Chemical Spraying	18.00	367.50		321.00	93.50
Fertilization	0.00	12.00		0.00	32.00
Tree Planting	0.00	1.00		0.00	0.00
Tree & Stump Removal	0.00	113.00		0.00	4.00
Tree Trimming/Limb Pick-Up	191.00	3503.50		183.00	0.00
Restroom/Trash Maintenance	192.00	1561.50		184.00	224.00
Play Equipment Maintenance	37.00	310.50		24.00	0.00
Sprinkler Maintenance	152.00	520.00		24.00	32.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	10.00	201.00		3.00	28.00
Painting	0.00	0.00		0.00	0.00
Planning Design	146.00	598.00		48.00	0.00
Park Development	0.00	8.00		0.00	0.00
Special Projects	0.00	313.50		0.00	92.00
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	175.25	1265.25		147.25	221.50
Seeding/Sodding	109.00	203.00		9.50	0.00
Ballfield Maintenance/Marking	0.00	404.00		0.00	0.00
Fence Repairs	0.00	454.50		0.00	0.00
Equipment Repairs/Maintenance	0.00	834.75		24.00	92.25
Material Pick-Up	0.00	70.50		0.00	15.00
Miscellaneous	114.50	577.50		3.00	83.25
Shop Time	48.50	195.50		0.00	63.50
Snow/Ice Removal	0.00	647.00		113.00	0.00
Christmas Lights	0.00	0.00		24.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	84.50	1211.50		140.00	0.00
Graffiti Clean-Up	114.00	682.00		316.50	0.00
Water Fountains	28.00	128.25		32.00	0.00
Inground Trash	0.00	6.00		0.00	0.00
Vector Control	16.00	166.00		0.00	8.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A

MAY 2021
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

SAFETY REPORT	FY 2021	FY 2021	FY 2020 MTD	FY 2020 YTD
	MTD	YTD	MTD	YTD
Injuries On The Job	0	2	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2021	FYE 2021	FY 2020	FYE 2020
	MTD	YTD	MTD	YTD
Green Fees	\$54,051.60	\$512,685.71	\$59,307.14	\$396,260.68
Driving Range	\$11,431.24	\$131,703.72	\$7,915.82	\$73,402.50
Cart Rental	\$30,335.54	\$290,578.78	\$30,681.06	\$209,935.87
Restaurant	\$13,365.65	\$127,222.15	\$10,502.18	\$109,119.40
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$54.00	\$1,438.86	\$211.05	\$6,273.98
TOTAL INCOME	\$109,238.03	\$1,063,629.22	\$108,617.25	\$793,931.33
Expenditures	\$68,351.64	\$837,569.67	\$96,442.56	\$846,075.12
Income vs Expenditures	\$40,886.39	\$226,059.55	\$12,174.69	(\$52,143.79)
Rounds of Golf	3501	33275	3763	25873

The following is a list of tasks and goals that Staff have completed or presently working toward completion.

The hail storm damage from the May storm required several applications of various products, including sand and grass growing agents, to heal the greens and make them playable.

Broadleaf weeds were evident in the roughs throughout the golf course. Control applications were made with a sprayer borrowed from the Park Maintenance Division.

As the inclement weather is starting this summer and Westwood has a wet course, Golf Maintenance has trimmed trees that interfere with cart travel on the paths.

The irrigation pump station computer controller settings have been updated for more efficient operations.

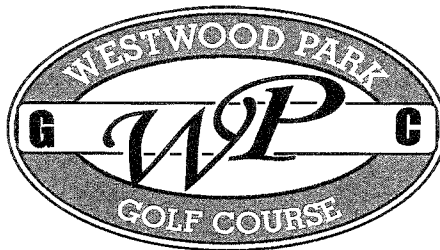
The unseasonable cold temperatures left the golf course with many blemishes. We are in the process of repairing the tee boxes most affected.

The Golf Maintenance area needs reorganizing and cleaned up. This is an ongoing project.

First mowing has been done on the Fairways, Tees, and collars.

Many agronomic issues are being evaluated and adjusted to improved playing conditions.

MAY 2021
WESTWOOD GOLF DIVISION



MAY 2021

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	MAY FY'21	MAY FY'20
Regular Green Fees	751	796
Senior Green Fees	271	287
Junior Fees	329	299
School Fees (high school golf team players)	2	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	608	722
Employee Comp Rounds	297	298
Golf Passport Rounds	0	0
9-Hole Green Fee	359	120
2:00 Fees	147	200
4:00 Fees	111	179
Dusk Fees or 6:00 Fees	63	121
PGA Comp Rounds	1	8
*Rainchecks (not counted in total round count)	4	12
Misc Promo Fees (birthday, players cards, OU student)	560	717
Green Fee Adjustments (fee difference on rainchecks)	2	16
Total Rounds (*not included in total round count)	3501	3763
% change from FY '20	-6.96%	
Range Tokens	3270	1940
% change from FY '20	68.56%	
18 - Hole Carts	242	174
9 - Hole Carts	56	72
½ / 18 - Hole Carts	1126	1252
½ / 9 - Hole Carts	336	203
Total Carts	1760	1701
% change from FY '20	3.47%	
18 - Hole Trail Fees	1	0
9 - Hole Trail Fees	1	0
18 - Hole Senior Trail Fees	5	0
9-Hole Senior Trail Fees	1	0
Total Trail Fees	8	0
% change from FY '20	100.00%	
TOTAL REVENUE	\$109,238.03	\$108,617.25
% change from FY '20	0.57%	

MAY 2021
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2021 MTD	FY2021 YTD	FY2020 TOTAL
Swim Pool Passes	\$89,572.00	\$143,247.00	\$191,747.00
Swim Pool Gate Admission	\$6,996.00	\$108,734.00	\$284,993.00
Swim Lesson Fees	\$18,285.00	\$32,852.00	\$33,547.50
Pool Rental	\$5,975.00	\$17,872.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$6,533.00	\$17,009.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$5,549.18	\$52,636.98	\$127,066.89
TOTAL INCOME	\$132,910.18	\$372,350.98	\$671,977.61
Expenditures	\$16,876.67	\$446,888.63	\$624,044.12
Income verses Expenditures	\$116,033.51	(\$74,537.65)	\$84,856.65

ATTENDANCE INFORMATION

	Season to Date May FYE 2021	2021 YTD May 2020 - Oct 2020	2020 YTD May 2019-Oct 2019
a. Pool Attendance	722	43,187	68,202
b. Adult Lap Swim Morning/Night	27	581	282
c. Water Walkers	32	2,990	1,607
d. Toddler Time	0	2,723	2,314
e. Swim Team	150	1,221	3,167
f. Swim Lessons	0	579	1,214
g. Movie Night/Special Events	0	0	3,391
h. Party / Rentals	2	91	323
TOTAL ATTENDANCE	933	51,372	80,500

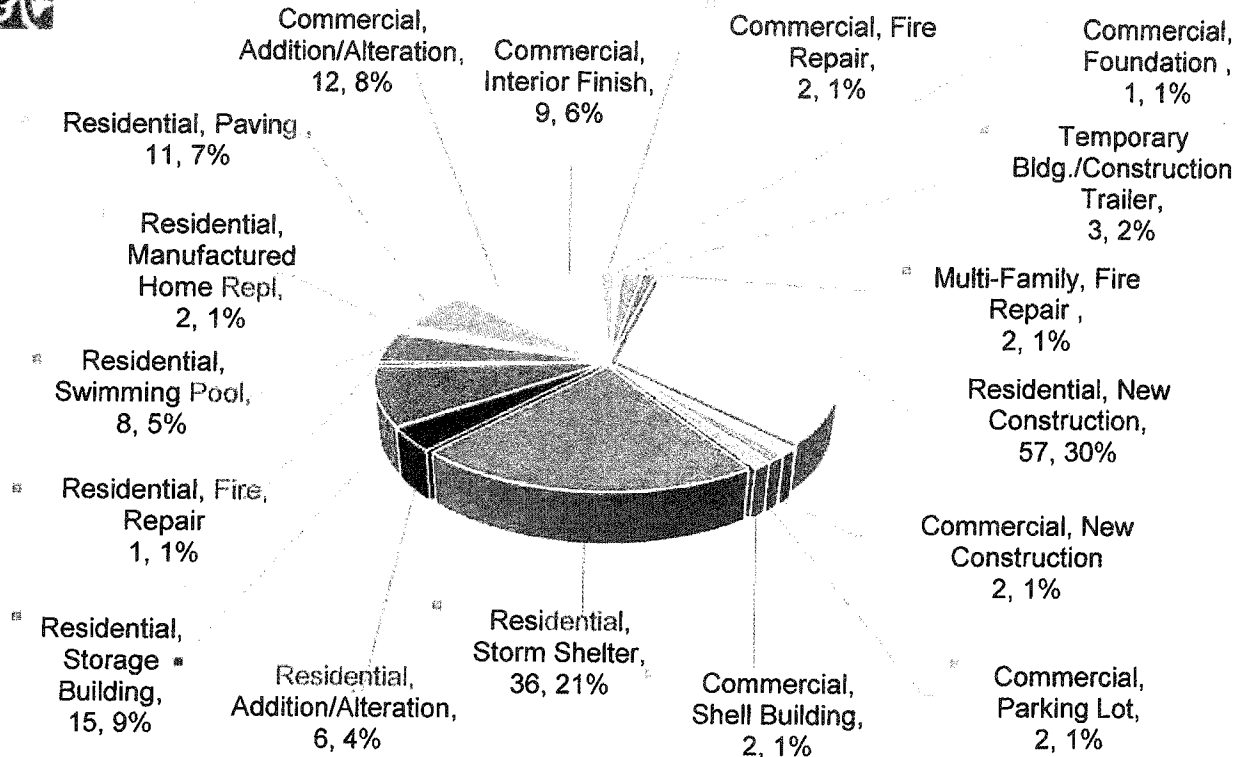
PLANNING AND COMMUNITY DEVELOPMENT 10



CITY OF NORMAN

DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

MAY 2021 REPORT



Permit Type	Count	Valuation
Residential, New Construction	57	\$ 19,002,748
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	2	\$ 16,035,000
Commercial, Parking Lot	2	\$ 84,640
Commercial, Shell Building	2	\$ 1,200,000
Residential, Storm Shelter	36	\$ 107,551
Residential, Addition/Alteration	6	\$ 307,046
Residential, Carport	0	\$ -
Residential, Storage Building	15	\$ 429,360
Residential, Fire Repair	1	\$ 40,000
Residential, Swimming Pool	8	\$ 448,967
Residential, Manufactured Home Repl	2	\$ 134,900
Residential, Paving	11	\$ 54,200
Commercial, Addition/Alteration	12	\$ 6,449,465
Commercial, Interior Finish	9	\$ 884,000
Commercial, Fire Repair	2	\$ 250,000
Commercial, Foundation	1	\$ 920,000
Temporary Bldg./Construction Trailer	3	\$ 38,284
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	2	\$ 111,200
Group Quarters	0	\$ -
Total	171	\$ 46,497,361

CITY OF NORMAN
Building Permit Activity-MAY 2021

	DESCRIPTION	2021 YEAR TO-DATE	VALUATION	2020 TOTALS	2020 TOTAL VALUATION
	Residential, New Construction.....	262	\$ 84,192,417	537	\$ 155,417,525
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -
	Residential, New Manufactured Home.....	0	\$ -	1	\$ 97,500
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -
	Residential Duplex, New Construction.....	0	\$ -	8	\$ 1,880,000
	Residential, Garage Apartment.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 5+ DU.....	6	\$ 17,780,000	25	\$ 17,432,000
	Multi-Family, Fire Repair.....	4	\$ 144,536	3	\$ 63,128
	Multi-Family, Foundation.....	0	\$ -	27	\$ 924,930
	Multi-Family, Addition/Alteration.....	2	\$ 16,000	0	\$ -
	Residential, Addition/Alteration.....	62	\$ 3,547,034	159	\$ 6,979,022
	Residential, Carport.....	2	\$ 6,290	10	\$ 37,344
	Residential, Storm Shelter.....	199	\$ 693,560	364	\$ 1,155,682
	Residential, Storage Building.....	57	\$ 2,164,654	156	\$ 4,819,011
	Residential, Fire Repair.....	10	\$ 432,153	23	\$ 1,241,786
	Residential, Swimming Pool.....	62	\$ 3,341,905	118	\$ 6,436,083
	Residential, Manufactured Home Replacement	4	\$ 248,900	7	\$ 493,288
	Residential, Paving.....	36	\$ 281,995	110	\$ 1,026,455
	Group Quarters.....	0	\$ -	3	\$ 27,809,773
	TOTAL	706	\$ 112,849,444	1551	\$ 225,813,527
NON-RESIDENTIAL	Commercial, New Construction.....	16	\$ 32,149,306	62	\$ 59,513,823
	Commercial, New Shell Building.....	2	\$ 1,200,000	11	\$ 5,141,000
	Commercial, Addition/Alteration.....	67	\$ 25,577,788	150	\$ 50,146,843
	Commercial, Interior Finish.....	17	\$ 1,250,100	41	\$ 4,025,413
	Commercial, New Foundation.....	1	\$ 920,000	11	\$ 2,246,353
	Commercial, Fire Repair.....	4	\$ 530,000	4	\$ 1,050,000
	Commercial, Parking Lot.....	4	\$ 232,640	8	\$ 495,452
	Commercial, Temporary Bldg./Const Trailer....	8	\$ 115,784	24	\$ 690,229
	TOTAL	119	\$ 61,975,618	311	\$ 123,309,113
OTHER ACTIVITY	Electrical Permits.....	688		1489	
	Heat/Air/Refrigeration Permits.....	544		1381	
	Plumbing and Gas Permits.....	737		1775	
	Sign Permits.....	193		357	
	Water Well Permits.....	18		31	
	Garage Sale Permits.....	238		631	
	Structure Moving Permits.....	9		15	
	Demo-Residential Permits.....	8		49	
	Demo-Non-Residential Permits.....	3		2	
	Temp. Const. Bldgs. & Roll-off Permits.....	76		148	
	Lot Line Adjustments Filed.....	10		12	
	Certificate of Occupancy (CO).....	441		1102	
	All Field Inspections.....	10964		25135	
	Net Residential Demos & Removals.....	-6		-47	
	TOTAL VALUATION		\$ 174,825,062		\$ 349,122,640



City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued May 2021 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1866	05/03/21	1720	RD	6	CEDAR LAKE SEC #2	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1701	05/03/21	1701	RD	1	CEDAR LAKE SEC #2	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1703	05/03/21	1712	RD	1	CEDAR LAKE SEC #2	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1728	05/03/21	3748	RD	4	CEDAR LAKE SEC #2	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1729	05/03/21	3025	RD	13	GREENLEAF TRAILS ADD 10	PUD	4,275	70
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1730	05/03/21	1105	RD	4	GREENLEAF TRAILS ADD 10	PUD	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1825	05/11/21	3718	RD	1	CEDAR LAKE SEC #2	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1841	05/05/21	704	AVE	20	CEDAR LAKE SEC #2	R1	2,700	20
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1845	05/05/21	2834	RD	11	BERKELEY ADD #6	R1	3,550	35
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1856	05/11/21	3039	RD	20	ST JAMES PARK ADD 5	R1	4,000	26
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1902	05/11/21	3039	RD	20	ST JAMES PARK ADD 5	R1	2,850	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1928	05/12/21	3920	RD	9	PRARIE CREEK #3	R1	3,095	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1931	05/10/21	1904	RD	14	PRARIE CREEK #3	R1	3,095	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1933	05/10/21	3804	RD	8	SHADOWRIDGE ADD	R1	3,095	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1969	05/12/21	4213	RD	6	SHADOWRIDGE ADD	R1	3,250	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2019	05/13/21	201	RD	15	CARRINGTON PLACE ADD #13	R1	3,250	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2025	05/26/21	1501	RD	11	CARRINGTON PLACE ADD #13	R1	4,000	24
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2027	05/26/21	1505	RD	12	CARRINGTON PLACE ADD #13	R1	3,300	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2029	05/26/21	1513	RD	11	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2031	05/26/21	1517	RD	5	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2033	05/26/21	1521	RD	8	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2036	05/26/21	1605	RD	7	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2038	05/26/21	1609	RD	5	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2040	05/26/21	1613	RD	4	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2042	05/26/21	1617	RD	3	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2044	05/26/21	1704	RD	2	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2046	05/26/21	1725	RD	2	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2048	05/26/21	1725	RD	7	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2052	05/26/21	3601	RD	8	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2078	05/19/21	801	RD	6	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2125	05/19/21	7731	RD	17	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2151	05/26/21	4201	RD	17	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2155	05/26/21	804	RD	6	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2161	05/26/21	4515	RD	10	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2241	05/27/21	4800	RD	16	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2276	05/28/21	3336	RD	18	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1420	05/04/21	801	RD	1	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1614	05/12/21	1013	RD	1	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1892	05/12/21	706	RD	1	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2062	05/28/21	719	RD	1	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2065	05/27/21	1102	RD	15	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2190	05/27/21	2725	RD	21	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1617	05/04/21	11600	RD	23	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1234	05/21/21	1316	RD	23	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1343	05/24/21	204	RD	2	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1731	05/07/21	347	RD	4	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1803	05/10/21	2529	RD	13	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1861	05/06/21	2251	RD	14	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1883	05/13/21	444	RD	2	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1886	05/13/21	2217	RD	5	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2084	05/25/21	413	RD	4	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2158	05/28/21	3815	RD	4	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2166	05/28/21	3217	RD	5	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2178	05/28/21	813	RD	6	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1077	05/14/21	9711	RD	11	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1735	05/07/21	905	RD	21	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1795	05/13/21	426	RD	4	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1807	05/07/21	13800	RD	12	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1809	05/04/21	3809	RD	7	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1811	05/07/21	2300	RD	2	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1826	05/25/21	4600	RD	6	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1840	05/10/21	5900	RD	9	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1880	05/17/21	6715	RD	36	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1944	05/17/21	3701	RD	31	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2067	05/24/21	2301	RD	14	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2065	05/24/21	7210	RD	9	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2103	05/20/21	503	RD	20	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2203	05/24/21	453	RD	3	CARRINGTON PLACE ADD #13	R1	2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	2203	05/24/21	2200	RD	23	CARRINGTON PLACE ADD #13	R1	2,500	23

[illegible]



BUILDING PERMITS AND INSPECTIONS

City of Norman
NON-RESIDENTIAL BUILDING PERMITS
Issued May 2021 - Sorted by Permit Type

Permit Type	Contractor	Tenant Name	Permit #	Issued	Sheet #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT	OWNER	BULLFROG FARM MFG GROW	182	5/19/2021	951 W		FRANKLIN	RD	3	2W	NOT SUBDIVIDED	C2	13,355	3,023
COMMERCIAL ADD/ALT	BOLDT	NPS-MADISON ELEMENTARY SAFE ROOM #1	1469	5/26/2021	500	JAMES	JAMES	DR	5	2W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 2,181,687	1,308
COMMERCIAL ADD/ALT	BOLDT	NPS-MADISON ELEMENTARY SAFE ROOM #2	1463	5/26/2021	500	JAMES	JAMES	DR	5	2W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 827,508	1,328
COMMERCIAL ADD/ALT	BOLDT	NPS-MADISON ELEMENTARY INTERIOR RENOVATION	1464	5/26/2021	500	JAMES	JAMES	DR	5	2W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 75,000	1,400
COMMERCIAL ADD/ALT	BOLDT	NPS-JACKSON ELEMENTARY INTERIOR RENOVATION	1467	5/26/2021	817	DENISON	DENISON	DR	32	4	WOODSLAWN ADD #1	R1	\$ 350,000	1,532
COMMERCIAL ADD/ALT	BOLDT	NPS-JACKSON ELEMENTARY CLASSROOM ADDITION	1469	5/26/2021	520	WYLLIE	WYLLIE	RD	36	3W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 2,500,000	7,332
COMMERCIAL ADD/ALT	BOLDT	NPS-JACKSON ELEMENTARY INTERIOR RENOVATION	1470	5/26/2021	520	WYLLIE	WYLLIE	RD	36	3W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 190,000	6,000
COMMERCIAL ADD/ALT	OWNER	DANONG CASH SEAFOOD REMODEL	1475	5/4/2021	149	12TH	ELM	AVE	1	1	ANATOLE ADD	C2	\$ 50,000	971
COMMERCIAL ADD/ALT	CAVINS CONSTRUCTION, LLC	PI BETA PHI COVERED PATIO ADDITION	1694	5/18/2021	1701	E	UNIVERSITY	BLVD	4A	1	ADBAR #2	R1	\$ 30,000	20
COMMERCIAL ADD/ALT	SOUTHEAST TOWER	VERIZON WIRELESS NEW ANTENNAS	1860	5/17/2021	1091 N	UNIVERSITY	UNIVERSITY	BLVD	4A	1	ADBAR #2	R1	\$ 30,000	20
COMMERCIAL ADD/ALT	SOUTHEAST TOWER	VERIZON WIRELESS NEW ANTENNAS	1860	5/17/2021	1091 N	UNIVERSITY	UNIVERSITY	BLVD	4A	1	ADBAR #2	R1	\$ 30,000	20
COMMERCIAL ADD/ALT	CAVINS CONSTRUCTION, LLC	INTERIOR LANDLORD REMODEL	1958	5/28/2021	119 W	30TH	30TH	ST	43	3	LABB'S UNIVERSITY ADD	C2	\$ 30,000	5011
COMMERCIAL FIRE REPAIR	KUSTON US	HOTEL BATHWATER DAMAGE REPAIR	1081	5/4/2021	1015	30TH	30TH	AVE	24	10	MEATPORT PROFESSIONAL PARK #2	C2	\$ 3,000	1901
COMMERCIAL FOUNDATION PERMIT	CAVINS CONSTRUCTION, LLC	CR LOCKER ROOM FIRE REPAIR	2234	5/27/2021	793	ASP	ANN BRADSHAW	AVE	25	1	LARSEN UNIVERSITY ADD	C2	\$ 3,000	1901
COMMERCIAL INTERIOR FINISH	JE DUNA CONSTRUCTION CO	NSR EMERGENCY DEPARTMENT EAST FOUNDATION	1958	5/27/2021	2030	ANN BRADSHAW	ANN BRADSHAW	AVE	25	1	LARSEN UNIVERSITY ADD	C2	\$ 3,000	1901
COMMERCIAL INTERIOR FINISH	OWNER	ACTION EXTRACTORS	1019	5/7/2021	2555 W	MULLEN HILLS	MULLEN HILLS	RD	1	1	NORTH EAST CAMPUS SEC #1	C2	\$ 10,000	1,200
COMMERCIAL INTERIOR FINISH	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES #100	1316	5/24/2021	2910	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 200,000	3,451
COMMERCIAL INTERIOR FINISH	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES #110	1317	5/24/2021	2910	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 100,000	1,735
COMMERCIAL INTERIOR FINISH	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES #120	1318	5/24/2021	2910	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 100,000	1,421
COMMERCIAL INTERIOR FINISH	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES #100	1320	5/24/2021	2920	ADAMS	ADAMS	RD	4	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 100,000	1,934
COMMERCIAL INTERIOR FINISH	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES #110	1321	5/24/2021	2920	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 100,000	1,735
COMMERCIAL INTERIOR FINISH	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES #120	1322	5/24/2021	2920	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 100,000	1,421
COMMERCIAL INTERIOR FINISH	ACTEC BUILDING SYSTEMS, INC	RIEGER KLO WHS/OFFICE FINISH	1687	5/6/2021	1800 W	TECUMSEH	TECUMSEH	RD	12	7	NORTHBRIDGE INDUSTRIAL PARK	C2	\$ 72,000	4,824
COMMERCIAL INTERIOR FINISH	CHAPLIN DOLE	HALL DINING KITCHEN	1850	5/13/2021	4215	CLASSEN	CLASSEN	CR	3	1	SOUTH BRIDGE INDUSTRIAL PARK	C2	\$ 5,300	3,529
COMMERCIAL NEW CONSTRUCTION	OWNER	FOREIGN FARMERS MFG GROW GREENHOUSE	1402	5/13/2021	3391	18TH	18TH	AVE	23	1W	NOT SUBDIVIDED	C2	\$ 35,000	1,200
COMMERCIAL NEW CONSTRUCTION	LAMBERT, SCOTT	NOUN HOTEL	1202	5/13/2021	543 S	UNIVERSITY	UNIVERSITY	BLVD	1	1	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 1,000,000	1,200
COMMERCIAL NEW SHELL BLDG	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES SHELL BUILDING #2	1316	5/24/2021	2910	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 200,000	3,451
COMMERCIAL NEW SHELL BLDG	LANDMARK FINE HOMES, LP	LANDMARK FINE HOMES SHELL BUILDING #2	1318	5/24/2021	2920	ADAMS	ADAMS	RD	3	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 100,000	1,735
COMMERCIAL PARKING LOT	OWNER	DONS LOCK SHOP NEW PARKING LOT	1476	5/24/2021	3216	E	ACRES	CR	3	1	NORMAN OFFICIAL TOWNSHIP	C2	\$ 5,000	1,400
COMMERCIAL PARKING LOT	MERRETT TRACKMEANIS SYSTEMS	ALPHA TAU OMEGA BASKETBALL COURT REPLACEMENT	1884	5/13/2021	1240	20TH	20TH	AVE	2	1	SHAWNEE ADDITION	ST 20	\$ 28,140	2,174
TEMPORARY BLDG/CONST TRAILER	MOBILE MINI, INC	SAGE AT GORBELSTONE LEASING OFFICE/TRAILER	1940	5/21/2021	4403	10TH	10TH	AVE	15	2W	SHAWNEE ADDITION	ST 20	\$ 3,000	2,174
TEMPORARY BLDG/CONST TRAILER	OWNER	CHAMPION AUTO HAIL REPAIR	1961	5/26/2021	1299 W	UNIVERSITY	UNIVERSITY	ST	1	6	LIDICKS #1	R1	\$ 15,886	1,400
TEMPORARY BLDG/CONST TRAILER	STOUGH DEVELOPMENT CORP, INC.	STOUGH GROUP TEMP TRAILER/OFFICE	2136	5/28/2021	2117 W	UNIVERSITY	UNIVERSITY	ST	1	1	POWELL	C2	\$ 4,500	1,400

TOTAL PERMITS	33	AVERAGE VALUATION	\$783,278	TOTAL VALUATION	\$25,861,389	AVERAGE PROJECT AREA	5,711	TOTAL PROJECT AREA	188,488
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Permit Type	Permit Counts	Valuation	Use Classification	New Construction Business Information (New Construction and New Shell Building)
COMMERCIAL ADD/ALT	12	9,442,455	INDUSTRIAL	FOREIGN FARMERS MFG GROW GREENHOUSE
COMMERCIAL FOUNDATION PERMIT	1	1,200	COMMERCIAL	NOUN HOTEL
COMMERCIAL FIRE REPAIR	2	920,000	OFFICE	LANDMARK FINE HOMES SHELL BUILDING #22
COMMERCIAL INTERIOR FINISH	9	250,000	OFFICE	LANDMARK FINE HOMES SHELL BUILDING #22
COMMERCIAL NEW CONSTRUCTION	2	884,000		
COMMERCIAL NEW SHELL BLDG	2	16,035,000		
COMMERCIAL PARKING LOT	2	1,200,000		
TEMPORARY BLDG/CONST TRAILER	2	84,640		
TEMPORARY BLDG/CONST TRAILER	2	38,284		
TOTAL	33	25,861,389		

POLICE

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Administrative Summary

May 2021 Summary

Operations

6/3/2021



	Current				Year-To-Date			
Part I Crimes	2021	MONTH 5YR AVG	2020	2019	2021	YTD 5YR AVG	2020	2019
Murder	0	0	0	0	0	2	1	1
Rape	3	4	2	5	28	27	13	33
Robbery	0	4	4	8	10	21	18	20
Agg. Assault	19	18	19	12	74	78	76	86
Burglary	39	52	53	53	154	259	182	199
Larceny	242	252	210	235	889	1,210	786	1,045
Motor Vehicle Theft	40	32	29	30	151	145	129	147
Arson	0	1	0	0	2	2	4	3
Part I Totals:	343		317	343	1,308		1,209	1,534
Part II Crimes								
DUI/APC	28	41	41	59	87	191	129	242
Drunkenness	38	52	54	53	120	251	132	242
DrugViolations	29	85	63	85	123	449	217	483
Forgery	12	16	11	15	40	94	48	81
Vandalism	69	75	93	75	294	389	254	367
Others	364	NA	541	408	1,481	NA	1,443	1,950
Part II Totals:	540		803	695	2,145		2,223	3,365
Total Reported Crime:	883		1,120	1,038	3,453		3,432	4,899
Other Reported Activity								
Public Peace Reports	212	188	171	177	728	918	829	981
Warrants Served	86	134	97	175	306	634	404	799
Other Reports Totals:	298		268	352	1,034		1,233	1,780
Total Case Reports:	1,181		1,388	1,390	4,487		4,665	6,679
Collisions	2021	MONTH 5YR AVG	2020	2019	2021	YTD 5YR AVG	2020	2019
Fatality	0	0	0	2	0	3	1	3
Injury	51	65	36	54	241	272	192	211
Non-Injury	120	136	90	124	484	663	473	554
Total Collisions:	171		126	180	725		666	768
Call for Service								
CAD Activity (All Other CFS)	3,320	NA	2,607	3,108	16,418	NA	14,128	15,393
Calls for Service (Only Police)	6,491	NA	7,917	9,076	32,062	NA	35,869	43,369
Total CFS:	9,811		10,524	12,184	48,480		49,997	58,762
Citations & Warnings:								
Citations	580	NA	1,475	1,087	3,686	NA	5,013	6,743
Warnings	664	NA	1,514	1,725	4,815	NA	7,299	10,334
Total Citations & Warnings:	1,244		2,989	2,812	8,501		12,312	17,077

** Public Peace reports include: Animal Bite, Found Property, Recovery/Other Agency Vehicles, Mental Case, Unattended Death and Other

** Five Year Average based on 2015 to 2019

** 2020 Data not used in 5YR Average due to Covid influences

ANIMAL CONTROL 11A



Monthly Service By Assignment

January 2021 to May 2021
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Jan 2021 Hours	Feb 2021 Hours	Mar 2021 Hours	Apr 2021 Hours	May 2021 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	264:00	159:05	112:00	118:25	0:00	653:30
	NAWC-Bather / Groomer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	27:30	23:57	41:50	17:50	25:27	136:34
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00	0:00	1:33	1:33
	NAWC-Dog Handler	18:54	29:49	54:28	45:36	43:53	192:40
	NAWC-Foster Program	0:00	1:00	2:00	53:00	0:22	56:22
	NAWC-Kennel Assistant	0:00	0:00	4:35	0:00	0:00	4:35
	NAWC-Laundry	2:11	3:30	1:06	2:46	4:43	14:16
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Orientation	0:00	14:00	9:00	7:00	0:00	30:00
	NAWC-Photographer	0:00	0:00	0:00	0:00	0:00	0:00
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00
Total	Veterinarian Assistant Tech	0:00	0:00	0:00	0:00	0:00	0:00
		312:35	231:21	224:59	244:37	75:58	1,089:30
Grand total		312:35	231:21	224:59	244:37	75:58	1,089:30

Norman Animal Welfare Monthly Statistical Report May 2021



IN SHELTER ANIMAL COUNTS

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	24	5	29	56	100	156	127	438%
Ending	21	42	63	54	107	161	98	156%

ANIMAL INTAKES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	53	51	104	97	77	174	70	67%
Owner Relinquish	7	16	23	9	6	15	(8)	-35%
Owner Intended Euth	1	0	1	1	0	1	0	0%
Transfer In	0	16	16	0	7	7	(9)	-56%
Other Intakes*	1	1	2	8	8	16	14	700%
Returned Animal	4	2	6	9	2	11	5	83%
TOTAL LIVE INTAKES	66	86	152	124	100	224	72	47%

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

OTHER STATISTICS

	2020		2021		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	25	25	0	0	(25)	-100%
Dog Collected (DOA)	1	1	1	1	0	0%
Cat Collected (DOA)	2	2	2	2	0	0%
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	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	0	0	0	0	0	
Intake Other	0	0	70	70	70	
TOTAL OTHER ITEMS	28	28	73	73	45	161%

LENGTH OF STAY (DAYS)

	2020	2021
Dog	6.5	8.7
Puppy	3.7	18.3
Cat	4.7	14.6
Kitten	2.3	8.6

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	80	27	0	107

Norman Animal Welfare Monthly Statistical Report May 2021



LIVE ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	36	39	75	58	64	122	47	63%
Return To Owner	16	2	18	53	3	56	38	211%
Transferred Out	13	1	14	10	12	22	8	57%
Returned in Field	0	0	0	0	1	1	1	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	65	42	107	121	80	201	94	88%

OTHER ANIMAL OUTCOMES

	2020			2021			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	2	1	3	4	3	7	4	133%
Owner Intended Euth	1	0	1	1	0	1	0	0%
TOTAL OTHER OUTCOMES	3	5	8	6	13	19	11	138%

TOTAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	65	42	107	121	80	201	94	88%
Total Other Outcomes	3	5	8	6	13	19	11	138%
TOTAL OUTCOMES	68	47	115	127	93	220	105	91%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	1	0	0	1	25%
Medical - Injured	0	1	0	1	25%
Behavior - Aggressive	2	0	0	2	50%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	3	1	0	4	

MONTHLY LIVE RELEASE RATE

2020	2021
93.9%	91.8%

Live Outcomes / (Total Outcomes - Owner Int Euth)

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
May 2021

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed one (1) Final Plat for the Development Committee; three (3) Rural Certificates of Survey and one (1) preliminary plat requests for the Planning Commission; and one (1) Preliminary Plat to City Council. The Development Engineer reviewed 29 sets of construction plans and 6 punch lists. There were 157 permits reviewed and/or issued. Fees were collected in the amount of \$21,168.30.

CAPITAL PROJECTS:

Robinson Street West of I-35 Widening Project:

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on November 19, 2020, for the Robinson Street West of I-35 Project, located from I-35 to west of Rambling Oaks Drive/Cross Roads Boulevard intersection. The low bidder was Redlands Contracting, L.L.C. of Warr Acres, Oklahoma in the amount of \$5,025,867.62. ODOT awarded this project at the December 7, 2020, Transportation Commission Meeting. Redlands started construction on Monday, April 5, 2021. This project has a 270-calendar day construction schedule. Taking into account weather days, staff estimates a winter 2021 completion. ODOT is administering the construction of this project because federal transportation funds are being used.

The project involves the following items:

- Widen Robinson Street for the addition of right turn and left turn lanes
- Relocate & reconfigure Interstate Drive/Robinson Street intersection east of current location
- Intersection improvements to Crossroads Boulevard/Rambling Oaks Drive/Robinson Street intersection
- New street lights, traffic signals, street signs and traffic signal interconnect along the project
- Interstate 35 on and off ramp reconstruction south of Robinson Street
- Continuous sidewalks and accessibility
- Stormwater improvements

The contractor's activities this month were as follows:

- Completed grading and bringing in fill material for the new south leg of Interstate Drive and I-35 southbound on and off ramps.
- Completed the asphalt base installation for the new south leg of Interstate Drive and I-35 southbound on and off ramps.
- Started the concrete pavement installation on the south leg of Interstate Drive and I-35 ramps
- Started installing the precast reinforced concrete box (RCB) in the south drainage ditch west of Rambling Oaks Drive

36th Avenue Northwest Phase 1 Waterline Relocations Project- Tecumseh Road to Franklin Road:

The City of Norman conducted a bid opening on September 24, 2020, for the 36th Avenue Northwest Phase 1 Waterline Relocations Project. The low bidder was W.E.B. Construction, Inc. of Moore, Oklahoma in the amount of \$184,684.00. The Norman City Council awarded the project at the October 13, 2020 City Council Meeting. A pre-construction meeting occurred October 23, 2020 and construction will begin on November 16, 2020. This project has a 120-calendar day construction schedule. Taking into account weather days, staff estimates a March 2021 completion. The City of Norman Public Works Department is administering the construction of this project with the aid of inspectors from the Norman Utilities Authority.

The project involves the following items:

- Lowering of existing water line crossings to accommodate future roadway widening

The contractor's activities this month were as follows:

- *Site cleanup and replacement of sidewalks.*

Porter Avenue and Acres Street Intersection 2019 Bond Project:

The City of Norman conducted a bid opening on October 1, 2020, for the Porter Avenue and Acres Street Intersection 2019 Bond Project. The low bidder was Rudy Construction Co. of Oklahoma City, Oklahoma in the amount of \$2,600,996.65. The Norman City Council awarded the project at the October 27, 2020 City Council Meeting. A pre-construction meeting occurred November 12, 2020 and construction began on November 17, 2020. This project has a 270-calendar day construction schedule. Taking into account weather days, staff estimates an August 2021 completion. The City of Norman Public Works Department is administering the construction of this project with the aid of inspectors from the Norman Utilities Authority.

The project involves the following items:

- Revised geometry of the intersection to enhance traffic operations and pedestrian safety
- New traffic signals with ADA compliant ramps and crossings.
- New storm water structures meeting current City of Norman codes and ordinances
- Dedicated left turn lanes to enhance traffic operations
- Reconfigured Daws Street to accommodate intersection improvements at Porter and Acres
- Waterline utility relocations as needed to accommodate intersection improvements
- New ADA compliant pedestrian sidewalks adjacent to the roadway
- Streetscape elements including decorative sidewalks, lighting, and landscaping

The contractor's activities this month were as follows:

- *Installation of base paving on east half of Porter Avenue*
- *Begin construction of decorative sidewalks (east side)*
- *Installation of light pole bases (east side)*
- *Begin demolition of Daws Street*

12th Avenue SE near Sawgrass Drive:

When the first section of the Cobblestone Creek Addition was constructed the developer paid deferral funds in lieu of constructing required paving and drainage improvements along 12th Avenue SE. As the developments on either side of this section of 12th Avenue SE are now being constructed or are complete, the city is constructing the remaining portion of the 12th Avenue SE improvements near the west end of Sawgrass Drive, to fill in the gap between the neighboring developments.

The work will be completed in two phases. The first phase, consisting of the underground storm sewer improvements is underway and will be followed shortly by the paving improvements in the second phase.

The project involves the following items:

- New underground storm sewer and flumes to accommodate drainage in the area
- Elimination of the emergency entrance drive to Sawgrass Drive
- Adding Curb and Gutter to 12th Avenue SE
- New ADA sidewalk to complete the existing sidewalks in the right of way.

The contractor's activities this month were as follows:

- *Finished construction of sidewalk, curb and gutter and flumes.*

Sidewalk Programs:

FYE 2021 Annual Sidewalk Program went to bid on July 23, 2020 with EMC Services, LLC submitting the winning bid of \$345,018.00 for five projects to be completed throughout the fiscal year 2021. The contract was approved by City Council on August 25, 2020. Construction began in early November repairing Citywide Sidewalks. The Downtown Area Sidewalks & Curbs project on Comanche Street from Jones Avenue to Porter Avenue is complete. The Sidewalk Accessibility project on Cherry Creek Drive from Pine Tree Lane to Silverton Circle is complete. The Sidewalks and Trails Project on the east side of N Berry Road from Denison Drive to Regent Street began March 1st and is complete. The Sidewalk Program for Arterials & Schools project on Iowa Street from Sundown Drive to Sherry Avenue mobilized on May 3, 2021 and, pending weather, is projected to be complete by June 18, 2021. This project is currently 95% complete.

For the **Citywide Sidewalk Reconstruction** (Sidewalk & Curb Replacement Participation Program) or "50/50 Program," EMC Services, LLC has paused non-emergency Citywide Sidewalk Reconstruction to shift focus to the aforementioned project on Iowa Street from Sundown Drive to Sherry Avenue. They will resume Citywide projects the third week of June.

FYE 21 Projects Completed	FYE 21 % Complete	FYE 21 % Complete	FYE 21 Citizen Contributions	Total Open Projects	Open Projects Scheduled
55	82%	96%	\$12,824.86	23	9

FYE 2021 Campus Corner Capital Improvement Project received bids on May 17, 2021 and was approved by City Council on May 25, 2021. The project consists of various rehabilitation and enhancement efforts in the repair of "Campus Corner" sidewalks and curbs, to include the replacement of approximately 500 S.Y. of concrete sidewalks & pavement and 500 L.F. of curb. Pre-construction began on June 3, 2021, construction began June 7, 2021 and is projected for completion no later than August 13, 2021.

STREET MAINTENANCE BOND PROJECTS:

2020 Urban Concrete:

During the month of May, Central Contracting completed work in Woodcrest Estates Addition as part of project 3 and mobilized to Highland Meadows Additions.

2021 Urban Concrete:

On April 5, 2021 the Street Maintenance Bond 2021 Urban Concrete Project was substantially completed. Currently awaiting the final invoice.

2021 Urban Asphalt:

Asphalt paving maintenance has been completed.

2021 Urban Reconstruction:

Pickard Avenue Project:

During the month of May, Nash Construction continued work on Pickard Avenue north of the Kansas/Pickard intersection, towards Nebraska.

CIP Street Maintenance Projects:

Interstate Drive Project:

During the month of May, A-Tech Paving substantially completed Interstate Drive. Awaiting final invoice.

Bridge Maintenance Program:

During the month of May, Cimarron Construction began work on the final location south of Tecumseh Road on 72nd Avenue NE.

PUBLIC TRANSIT

Public Transit Response to COVID-19 (coronavirus)

Below are actions that have continued to be taken by City and EMBARK staff altering transit service in response to COVID-19.

- Enhanced cleaning of vehicles.
- Suspended operations of route 144-Social Security.
- Limited capacity on fixed route and paratransit busses. Capacity was expanded on June 1 to:
 - 24-person total capacity for 30' buses.
 - 28-person total capacity for 35' and 40' buses.
 - Two mobility devices will be permitted on fixed-route vehicles.
 - 4 ambulatory and 1 wheelchair on Plus Paratransit vehicles.
- Mandatory face coverings while using transit services, a federal requirement on public transit.

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

Work is being finalized on the Fare Analysis, Transit Development Guide, Transfer Station Siting, and the final plan. Additional public listening sessions are scheduled for June 9th (noon and 5pm) to gain feedback on the final draft of the plan elements. Participants can join the sessions virtually or in-person at City Hall, the virtual links are available on the project website www.GoNormanTransit.com. Staff will present an update to Council at its Study Session on June 15th. In addition, the project website, has been updated with both static and interactive maps, as well as other information, for individuals to peruse at their leisure and provide feedback. Please click on "Explore" after you have navigated to the project website. Staff will be taking the final draft of the plan to Council for review and approval by resolution at its June 22 meeting.

Transit Monthly Performance Report

Attached is the transit performance report for April 2021.

Regional Transportation Authority (RTA) of Central Oklahoma

The RTA finalized and approved the RTA Transit System Plan at its April 21 Board meeting. The Transit System Plan is a long-term guide for the region's transportation policies, investments, and projects. Now work will begin on the Alternatives Analysis that will evaluate corridors, type of transit, and station locations. In addition, in April the Governor signed SB 967 into law. The bill redefines the Regional Transportation Authority (RTA) as a political subdivision in order to provide the entity with the \$175,000 liability cap protection as a public entity with population in excess of 300,000. It also allows indemnification in contractual agreements between a RTA and class 1 railroads. For more information on about the RTA, please visit www.rtaok.org or www.rtamoves.com.

Construction of the Transit Operations and Maintenance Facility

The North Base Complex, Phase 1 project was awarded to Flintco, LLC in the amount of \$8,648,000 on October 13, 2020. This project includes construction of the Transit/Fire Maintenance Facility and Parks Maintenance Facility at the North Base Complex. The Notice to Proceed was issued on November 2, 2020, and a groundbreaking ceremony was held on the same day. It is estimated that the project will be completed in July 2021.

The project involves the following items:

- Construction of New Transit/Fire Maintenance Building and Parks Maintenance Building
- Utility Extension to serve the new complex
- New storm water structures meeting current City of Norman codes and ordinances
- Construction of parking and storage areas to serve the Operations and Maintenance Facilities
- Revisions to secured access to the North Base Facility.

The contractor's activities this month were as follows:

- Site Grading for parking and detention pond areas (*delayed due to weather*)
- Mezzanine and interior framing for both buildings
- Metal building panel and insulation installation for both buildings (75% complete)
- Coordination with owner supplied communication and security vendors for MEP rough in
- Shed structure completed

Transit Monthly Performance Report

Attached is the transit performance report for March 2021.

STREETS DIVISION

CAPITAL & BOND PROJECTS:

HIGHLAND HILLS DRIVE AND HIDDEN LAKE DRIVE

Streets crews worked a crack seal project at Highland Hills Drive and Hidden Lake Drive and required 25.12 tons of asphalt for the repair.

WINDERMERE DRIVE

Streets crews worked panel replacement repair at Windermere Drive. This repair required 27 cubic yards of concrete and resulted in over 77.88 square yards repaired.

CROSSROADS COURT AND CREEKWOOD COURT

Streets crews worked panel replacement repair at Crossroads Court and Creekwood Court. This repair required 29 cubic yards of concrete and resulted in over 78.65 square yards repaired.

OAKHILL DRIVE AND BURNT OAK STREET

Streets crews worked panel replacement repair at OakHill Drive and Burnt Oak Street This repair required 28 cubic yards of concrete and resulted in over 79 square yards repaired.

CONCRETE OPERATIONS:

4901 WATERWOOD DRIVE

Streets crews replaced damaged concrete panels on 4901 Waterwood Drive. This repair required 10 cubic yards of concrete and resulted in over 31.88 square yards repaired.

700 WATERWOOD DRIVE

Streets crews replaced damaged concrete panels on 700 Waterwood Drive. This repair required 5 cubic yards of concrete and resulted in over 14.11 square yards repaired.

4517 BECKETT COURT

Streets crews replaced damaged concrete panels on 4517 Beckett Court. This repair required 10 cubic yards of concrete and resulted in over 36.66 square yards repaired.

ASPHALT OPERATIONS:

72ND AVENUE NE AND ALAMEDA (DEEP PATCH)

Streets crews worked an overlay at 72nd Avenue NE and Alameda and required 22.41 tons of asphalt for the repair.

OTHER:

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 25.70 tons of asphalt was utilized in routine pothole patching operations.

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During May, 2021, 60 miles of rural rights-of way and 1,650,829 sq. ft. of urban rights-of-way were mowed.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 42 work order requests and closed 41 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew cleaned a flume at Saddleback Drive removing over 4 tons of debris. They repaired a damaged stormwater pipe at 2700 NE 36th Street. The crew sealed a leaking joint in a stormwater pipe on Brookhaven Blvd. The Infrastructure Maintenance crew removed 8 tons of debris on Waverly Court to complete an inlet box replacement. The Infrastructure Maintenance crew also began preparations to replace more than 150 feet of collapsed wall in a stormwater channel near Summit Hollow Drive. Due to heavy rainfall in May, the Infrastructure Maintenance crew checked 2,013 inlets and cleared 1,123 inlets, totaling 7.5 tons of debris removed.

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CHANNEL MAINTENANCE

The Channel Maintenance crew removed drifts and cleared debris from channels at Brookhaven Creek, Bishop Creek at Colonial Estates Park and Imhoff Creek, which resulted in 41 tons of debris. The Channel Maintenance Crew also cleaned flumes at Sundance Court and Midway Drive, totaling 5 tons of debris removed. The Channel Maintenance crew continued working on a drainage project at 4700 Ridgeway Place. They have removed and replaced the gravel with asphalt over the new pipe under Timberidge Drive. This crew also flushed a pipe on Tonhawa and Lahoma, and installed rip rap around a stormwater pipe end on Blue Lakes Drive. Due to heavy rainfall in May, the Channel Maintenance crew checked 830 inlets and cleared 502 inlets, totaling 5.50 tons of debris removed.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 115 inspections

Issued 0 citations and 0 NOV to active sites

Issued 0 Earth Change Permits to new projects

MS4 OPERATIONS

Received and responded to 48 citizen calls/ YTD Total is 290.

Conducted 0 outfall inspections.

Conducted 2 detention/retention pond inspections.

On May 2, 2021, in partnership with WildCare Foundation, Michele Loudenback and Carrie Evenson hosted the Lake Thunderbird Wildlife & Water Workshop and Clean-up Event at the Discovery Cove Nature Center. Twenty-two participants enjoyed a discussion about the lake, its water and wildlife and ways to help, and then removed over 120 pounds of material from the Lake Thunderbird State Park.

On May 3, 2021, the 2021 Artful Inlets installation was completed.

On May 5, 2021, Michele Loudenback attended the LTWA Finance Committee meeting.

On May 6, 2021, Dr. Evenson attended an External Stakeholder meeting for the EDC Update project.

On May 6, 2021, Dr. Evenson and Ms. Loudenback attended the COMCD meeting at which OU Capstone presentations were given about improving the water quality within Lake Thunderbird through the use of Green Stormwater Infrastructure treatment practices.

On May 7, 2021, Dr. Evenson and Ms. Loudenback hosted COSWA to stuff reusable bags with literature to hand out at the Home and Garden Show.

On May 7, 2021, Dr. Evenson and Ms. Loudenback met with Bryce Holland to plan the Spring 2021 Builders Workshop video.

On May 10, 2021, Dr. Evenson met with Lauren Rosenfelt to discuss a project at the Central Library.

On May 12, 2021, Dr. Evenson and Ms. Loudenback helped set up the COSWA Home and Garden Show booth at the Oklahoma State Fairgrounds.

On May 13, 2021, Ms. Loudenback and Dr. Evenson presented the Spring 2021 Builders Workshop at the West Franklin Sod Farm in partnership with Triangular Silt Dike, West Franklin Sod Farm, Ideal Homes and Fertile Ground.

On May 14, 2021, Dr. Evenson and Ms. Loudenback attended the LTWA Education Committee meeting.

*Monthly Progress Report
Public Works (May 2021)*

On May 14, 2021, Dr. Evenson and Ms. Loudenback hosted the Mayor's Celebration of the 2021 Artful Inlets Installation. Additionally, they attended 2nd Friday Art Walk to provide further information about the Artful Inlets program to Art Walk attendees.

On May 18, 2021, Dr. Evenson held a pre-bid meeting for the Merkle Creek north of Iowa Street Drainage Improvement Project.

On May 19, 2021, Dr. Evenson and Ms. Loudenback began participating in CityView implementation meetings.

On May 19, 2021, Dr. Evenson and Ms. Loudenback attended the monthly ECAB meeting.

On May 22, 2021, Dr. Evenson hosted the Creekside Bike Park clean-up in partnership with DEQ's Green Team. 14 volunteers removed over a half ton of material from the watershed, including at least 17 tires and 2 shopping carts.

On May 24, 2021, Dr. Evenson and Ms. Loudenback attended the LTWA Board meeting.

On May 25, 2021, Jade Riddle, City of Choctaw Stormwater Manager, shadowed Faith Haynes and Michele Loudenback for training purposes.

On May 25, 2021, Ms. Loudenback attended the Lincoln Elementary/Eastwood Park Pollinator Garden dedication.

On May 26, 2021, Dr. Evenson attended the Oklahoma Water Environment Association's Quarterly Board Meeting.

On May 27, 2021, Dr. Evenson chaired the Oklahoma Floodplain Managers Association's Monthly Board Meeting.

On May 27, 2021, Dr. Evenson and Ms. Loudenback attended the LTWA Education Committee meeting.

On May 27, 2021, Dr. Evenson discussed the Eddington Street, McCullough Street, and Associated Alleys project with the Community Planning & Transportation Committee meeting.

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.

Monthly Progress Report
Public Works (May 2021)

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.

May 2021
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FY 2021 Associated Fees

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

*Norman Rural Cert of Survey... 3
 *Final Plats..... 1
 *Preliminary Plats..... 2
 *Short Form Plat..... 1
 *Center City Form Based Code.. 1
 *Concurrent Constr. Request..... 0

City Council Review:

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

\$ 1,720.00

Development Committee:

Final Plats..... 1

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

\$0.00

Subtotal:

\$1,720.00

\$2,365.00

\$57,623.08

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 53
 ***Commercial..... 12
 Multi-Family..... 0
 Addition/Alteration..... 16
 House Moving..... 0
 Paving Only..... 9
 Storage Building..... 16
 Swimming Pool..... 13
 Storm Shelters..... 32
 Public Improvements..... 2
 Temporary Encroachments..... 0
 Fire Line Pits/Misc..... 0
 Flood Plain (@\$100.00 each)..... 4

Total Permits.....

Grand Total.....

****Construction Plan Review Occurrences

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

\$400.00	\$200.00	\$1,800.00
\$19,048.30	\$4,046.47	\$59,719.12
\$21,168.30	\$9,611.47	\$121,050.28
29	21	281
6	5	62

* 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

May 2021

**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	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	53	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	12	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	29	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%



PERFORMANCE REPORT

Summary of Services Table: April 2021

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. Although the Fiscal Year for 2020 began on July 1, 2019, EMBARK did not start providing service in Norman until August 5, 2019, and ridership numbers are counted from that date forward. EMBARK PLUS operations and ridership began in October 2019.

EMBARC Norman Service Summary	ADP Apr FY21	FY21 YTD	FY20 YTD		Service Profile	Apr FY21	Apr FY20	Mar FY21
Fixed Routes (M-F)	634	146,350	221,202*		Weekdays	22	22	23
Fixed Routes (Sat)	298	11,588	N/A*		Saturdays	4	0	4
PLUS (M-F)	65	12,838	11,745**		Gamedays	1	0	0
-Zone 1***	51	10,142	10,044**		Holidays	0	0	0
-Zone 2****	14	2,696	1,701**		Weather	0	0	0
PLUS (Sat)*****	19	449	N/A**		Fiscal YTD Days	251	190*	225
					Cal. YTD Days	102	86	76

*From 8/5/2019

**From 10/1/2019

*** Requires ¾ mile

****Operates only on Weekdays until 7:00 pm

*****Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 21 YTD	FY 21 Targets	
# of Norman fixed-route passenger trips provided	157,819	326,858	◆
# of Norman paratransit trips provided	13,287	16,421	●
% of on-time Norman paratransit pick-ups	99.13%	95.00%	●
# of Norman bus passengers per service hour, cumulative	11.19	12.70	
# of Norman bus passengers per day, average	629	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.08%	N/A*	N/A*

*LFR targets to be added in FY22

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2021 May 2021	FYE 2021 May 2021	Year to Date	Year to Date	FYE 2021
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	25.70		140.10		
Overlay/pave 10 miles per year.	1.00	10%	18.40	184%	100%
Replace 1,160 square yards of concrete pavement panels	109.00	9%	2,257.55	195%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	219.00	52%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	1,650,829.00	13%	16,870,326.00	133%	100%
Mow 148 miles of Rural Right-of-way twice per year	60.00	20%	483.50	163%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STORMWATER DIVISION					
	FYE 2021 MAY 21	FYE 2021 MAY 21	Year to Date	Year to Date	FYE 2021
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	361.00	72%	4,457.00	74%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	-	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	-	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	2,625.00	0.49%	10,586.00	71%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	5,892,284.00	43%	90%
Perform erosion control inspections of permitted sites within 30 days.	115.00	202%	1,164.00		100%
Permit all earth disturbing operations over 1 acre in size.	-	100%	31.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	200%	2.00		50%
Inspect stormwater outfalls.	-	0%	33.00		20%
Respond to stormwater complaints within 24 hours of the time reported	48.00	100%	317.00		100%
Enforcement actions (NOV's and citations)	-	N/A	2.00		N/A

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

May 2021

IN GALLONS	FYE 2021	FUEL REPORT		
		<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps		15,907.00	15,426.00	20,511.36
Outside - sublet		685.00	273.00	3,929.12
TOTAL		16,592.00	15,699.00	24,440.48
TOTAL		<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption		16,984.67	19,888.61	23,292.08
				<u>PUBLIC CNG CONSUMED</u>
				3,929.12

FYE 2021 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	194,557.79	198,286.92	209,155.06	43,607.16

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.29	Low	\$2.19	UNLEADED	High	\$2.30	Low	\$2.24
DIESEL	High	\$2.16	Low	\$2.10	DIESEL	High	\$2.21	Low	\$2.11
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.49	Low	\$1.49

FASTER CONSUMABLE PARTS PURCHASED			PUBLIC CNG SALES		
REPAIR PARTS		\$76,473.12	Month Total Public CNG Sales		\$5,746
BATTERIES		\$2,400.04	FYE 2021 To Date Public Sales		\$60,742
OILS/FLUIDS		\$5,493.91	LIFE TO DATE CNG GAS GALLON EQUIVALENT		
TIRES		\$28,629.91	Total Sold Gallons Life To Date		959,923
SUBLET REPAIRS		\$9,017.26	Total Gross Sales Life To Date		\$1,375,937
			Life To Date CNG Gas Gallon Equivalent		
TOTAL SPENT ALL parts/sublet		\$122,014.24	Total Public/City Through-Put CNG Gallons @ Statio		2,542,987

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	10	13	15	223
EMERGENCY ROAD CALLS	20	29	49	446
PM SERVICES	118	153	104	2263
INCLEMENT WEATHER	2	24	36	106
WORK ORDERS	581	566	497	8666
SCHEDULED REPAIRS	165	202	139	3134
NON SCHEDULED REPAIRS	235	258	248	4502

Light Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	6	3	6	67
EMERGENCY ROAD CALLS	3	0	6	71
PM SERVICES	78	79	62	1412
INCLEMENT WEATHER	1	13	7	29
WORK ORDERS	299	208	195	3868
SCHEDULED REPAIRS	101	103	81	1898
NON SCHEDULED REPAIRS	65	56	75	1520

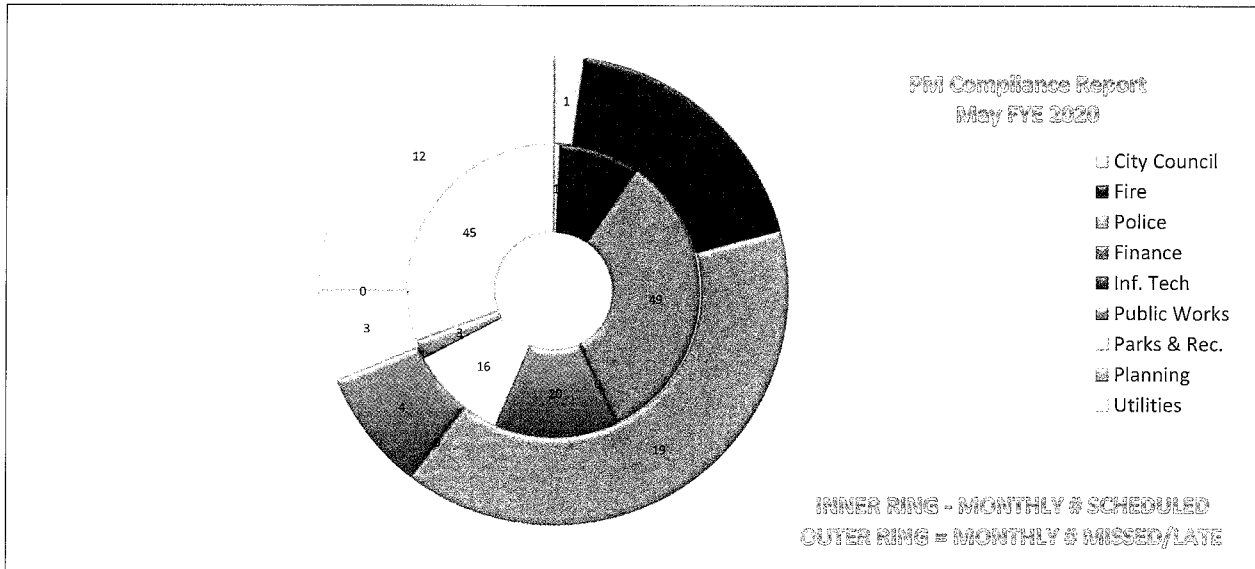
Heavy Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	2	1	6	133
EMERGENCY ROAD CALLS	16	29	43	377
PM SERVICES	32	63	36	620
INCLEMENT WEATHER	1	11	27	72
WORK ORDERS	227	265	226	3,527
SCHEDULED REPAIRS	56	88	52	988
NON SCHEDULED REPAIRS	130	139	114	2,275

Transit Shop	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	2	9	3	27
EMERGENCY ROAD CALLS	1	0	0	7
PM SERVICES	8	10	5	162
INCLEMENT WEATHER	0	0	1	2
WORK ORDERS	55	76	69	844
SCHEDULED REPAIRS	8	10	5	247
NON SCHEDULED REPAIRS	40	53	53	537

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
May FYE 2021**

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
FINANCE									
0060	2019 Ford F150	Water Meter Services	6/1/2021	2/26/2021	-95	days	5/20/2021	Light Repair	PM-N
CITY CLERK									
603T	2020 Big Tex Trailer	Facility Maintenance	6/1/2021	4/15/2021	-47	days	5/27/2021	Light Repair	PM-A
FIRE									
0001	2018 Ford F150	Fire Prevention	31070	30000	-1070	miles	5/4/2021	Light Repair	PM-D
0001	2018 Ford F150	Fire Prevention	31070	30000	-1070	miles	5/4/2021	Light Repair	PM-G
POLICE									
MotorT	2012 Trailer	PSST Patrol	6/1/2021	3/12/2021	-81	miles	3/22/2021	Light Repair	PM-A
0983	2016 Ford F250	PD Animal Control	75752	71949	-3803	miles	4/23/2021	Light Repair	PM-C
PSST									
1194	2015 Ford Interceptor	PSST Patrol	92270	91483	-787	miles	3/9/2021	Light Repair	PM-C
1206	2014 Ford Interceptor	PSST Patrol	98844	96137	-2707	miles	04/23/2021	Light Repair	PM-C
MotorT	2012 Trailer	PSST Criminal Investigation	6/1/2021	3/12/2021	-81	days	3/22/2021	Light Repair	PM-A
0025	2014 Pierce Velocity	PSST Fire Suppression	7467	7232	-235	hours	5/17/2021	Heavy	PMD & PMI
UTILITIES									
0323	2015 Bomag Roller	Waterline Maintenance	6/1/2021	5/9/2021	-23	days	5/6/2021	Light Repair	PM-C
SANITATION									
0251	2015 Peterbilt 348 Rearloader	Sanitation Yard Waste	9829	9601	-228	hours	12/2/2020	Heavy Repair	PM-C
0291	2016 Peterbilt 365 Semi	Sanitation Waste Disposal	139743	133091	-6652	miles	4/16/2021	Heavy Repair	PM-D & PM-T
281T	2019 Holt Trailer	Sanitation Commercial	6/1/2021	1/28/2021	-124	hours	3/19/2021	Heavy Repair	PM-A
0294	2020 Peterbilt 389	Sanitation Waste Disposal	88922	77449	-11473	miles	1/14/2021	Heavy Repair	PM-C
0256	2014 Peterbilt Rearloader	Sanitation Yard Waste	12175	11792	-383	hours	5/5/2021	Heavy Repair	PM-C
0256	2014 Peterbilt Rearloader	Sanitation Yard Waste	12175	11903	-272	hours	5/5/2021	Heavy Repair	PM-T
0277	2016 Ranger 225	Sanitation Commercial	6/1/2021	5/29/2021	-3	days	5/5/2021	Light Repair	PM-C
0277	2016 Ranger 225	Sanitation Commercial	6/1/2021	5/29/2021	-3	days	5/5/2021	Light Repair	PM-A
0237	2018 Peterbilt Frontloader	Sanitation Commercial	6765	6415	-350	hours	5/6/2021	Heavy Repair	PM-D & PM-T
0208	2019 Ford F150	Sanitation Residential	11425	10360	-1065	hours	5/7/2021	Heavy Repair	PM-C
0268	2018 Peterbilt Sideload	Sanitation Residential	6520	6064	-456	hours	5/26/2021	Heavy Repair	PM-T
PARK MAINTENANCE									
422M	2014 Bradco SS	Park Maintenance	6/1/2021	7/21/2020	-315	days	10/9/2020	Heavy Repair	PM-C
421T	2013 Big Tex Trailer	Park Maintenance	6/1/2021	12/3/2020	-180	days	3/29/2021	Heavy Repair	PM-A
0437	2015 Pheonix 1800HD	Park Maintenance	6/1/2021	5/21/2021	-11	days	5/7/2021	Light Repair	PM-B
422T	2018 Covered Wagon Trailer	Park Maintenance	6/1/2021	5/17/2021	-15	days	5/11/2021	Light Repair	PM-A
PUBLIC WORKS									
668S	2011 Flink HG115782S4000	Streets	6/1/2021	1/13/2021	-139	days	3/13/2021	Heavy Repair	PM-B



Department	Scheduled	Missed/Late	% Late
City Council	1	1	100.0%
Fire	13	9	69.2%
Police	49	19	38.8%
Finance	0	0	0.0%
Inf. Tech	0	0	0.0%
Public Works	20	4	20.0%
Parks & Rec.	16	3	18.8%
Planning	3	0	0.0%
Utilities	45	12	26.7%
Citywide Total	147	48	32.7%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

May FYE 2021

Industry Standard Compliance: Not To Exceed 5%

					Current %	
					PENDING	
CITY CLERK						
CITY COUNCIL	1	1			0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL	1	1			0%	0%
BUILDING MAINTENANCE	2	1		1	50%	20%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
FINANCE						
METER SERVICES	1			1	100%	54%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	0%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	7	7			0%	10%
STORMWATER	3	1	1	1	33%	16%
TRAFFIC	5	4	1		0%	11%
STORMWATER QUALITY					0%	0%
FLEET	5	3	2		0%	7%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	2	1	1		0%	53%
POLICE ADMINISTRATION	2	1	1		0%	18%
POLICE STAFF SERVICES					0%	38%
POLICE CRIMINAL INVESTIGATIONS	4	1	1	2	50%	6%
POLICE PATROL	20	19	1		0%	48%
POLICE SPECIAL INVESTIGATIONS	2	1	1		0%	70%
POLICE EMERGENCY COMMUNICATIONS					0%	100%
FIRE						
FIRE ADMINISTRATION					0%	50%
FIRE TRAINING					0%	0%
FIRE PREVENTION	4	2		2	50%	21%
FIRE SUPPRESSION	1			1	100%	34%
FIRE DISASTER PREPAREDNESS					0%	50%
PARKS & RECREATION						
PARK MAINTENANCE	12	7	3	2	17%	31%
PARKS & RECREATION	1	1			0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	7	5	2		0%	48%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	7%
PSST FIRE SUPPRESSION	3		1	2	67%	38%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	75%
WATER PLANT	4	4			0%	0%
WATER PLANT WELLS	2	2			0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	10	8	1	1	10%	48%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	67%
WRF INDUSTRIAL	2	2			0%	17%
WRF BIOSOLIDS					0%	46%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	7	7			0%	7%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	3		1	2	67%	24%
SANITATION COMMERCIAL	16	11		5	31%	33%
SANITATION TRANSFER					0%	36%
SANITATION COMPOST	3	2		1	33%	38%
SANITATION RECYCLE	2	2			0%	43%
SANITATION YARD WASTE	5	1		4	80%	2%
CITYWIDE TOTAL	137	95	17	25	18%	19%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2021

May 2021

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	115.41	72%	88.8%	16.8%	
# 002	108.52	72%	83.5%	11.5%	
# 003	106.26	72%	81.7%	9.7%	
# 004	84.25	72%	64.8%	-7.2%	
# 006	73.83	72%	56.8%	-15.2%	
# 007	115.61	72%	88.9%	16.9%	
# 008	100.67	72%	77.4%	5.4%	
# 009	130.87	72%	100.7%	28.7%	
# 010	121.35	72%	93.3%	21.3%	
# 011	105.74	72%	81.3%	9.3%	
# 012	63.07	72%	48.5%	-23.5%	
# 013	128.89	72%	99.1%	27.1%	
# 014	6.53	72%	5.0%	-67.0%	
# 018	92.13	72%	70.9%	-1.1%	
# 021	106.32	72%	81.8%	9.8%	
# 028	142.54	72%	109.6%	37.6%	

DIRECT LABOR HOURS

1601.99

TOTAL AVAILABLE HOURS

2080.00

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

77.0%

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

MAY 2021	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%	50	50	100%	713	670	94%
Provide information requested by citizens within 7 days	95%	50	50	100%	713	670	100%
Complete traffic engineering studies within 45 days.	99%	6	6	100%	17	16	94%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	71	71	100%	508	471	93%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		32	40.5	1.27	2877	873.75	0.30
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	17.17	195	11.36
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
		12	12	100%	137	125	91%
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
		31	31	100%	288	264	92%
Response to reports of sign damage:	Percentage						
High Priority Stop or Yield Signs within one hour	99%	4	4	100%	86	75	87%
Lower Priority all other signs within one day	90%	87	87	100%	1050	988	94%
Street Name Signs within two weeks	90%	47	47	100%	285	270	95%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		3040	0	0.00%	31536	0	0.00%

Monthly Report

May 2021

LINE MAINTENANCE:

Waterline Capital Projects

- Crail Drive – 0% E. Comanche St – 25%
- Buckingham Drive – 0% E. Robinson St – 100%
- Hunting Horse – 100%
- Kiowa Way – 0%
- W. Brooks Street – 0%
- E. Eufaula St. – 100%

East Comanche Street: WA0344: - Staff replaced 500 feet of 6" Cast Iron with 6" C-900 PVC from Porter Ave to Ponca Avenue. Staff cut and capped old water main, and laid 60 feet of 6" PVC and made two bores, project 25% complete; project has experienced several delays due to inclement weather.

Water Line Breaks – 17 in May

Sewer Line Data

- Total obstruction service requests - 20
- Private Plumbing: 17
- City Infrastructure: 3
- Sanitary Sewer Overflows: 3

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.84 MGD
- Total Monthly flow: 57.04 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): 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.

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.

WASTEWATER PROJECTS:

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 Cavetree 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. The replacement within Chautauqua has been completed and work is ongoing within the Woodcrest Addition.

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 and Cardinal Engineering

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.

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. APAI and staff negotiated scope and price of Compost Reuse Pump Station project; the NUA approved Contract 1819-82 with APAI 12/11/18 to design the project using UV reuse water at the compost facility. Staff met with APAI on 02/08/19 to discuss project with Compost Facility staff and discuss potential project solutions. 100% plans submitted to DEQ 06/19/19 and the DEQ approved the plans 07/15/19. Pre-Bid Conference held 09/12/19 with five contractors attending; bids will be opened 09/19/19. Four bids were received 09/19/19 ranging between \$438,670 and \$635,892 and were much higher than estimated; staff has met with low bidder in attempt to reduce costs and is awaiting additional information. APAI and staff have worked to reduce project scope and cost and we met with the low bidder, Mathews Trenching, in an attempt to reduce the price. Negotiations were only able to reduce the price to about \$350,000 that is still too much to justify contract award. Bids were rejected and the project will not proceed. Staff will work with DEQ to select and bid another SEP project. DEQ agreed but demanded a quick turnaround time so staff selected a solar installation project on top of the UV building at the WRF. NUA approved design contract July 14, 2020 for solar project. Construction began in October 2020 and was complete final week of October 2020. DEQ performed final inspection Friday December 11, 2020 and were satisfied with project. DEQ sent final letter closing out consent order on March 16, 2021. This is last report.

WRF Reuse Pilot Study (WW0317) - Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. In December 2019, we learned that we will be receiving a grant of up

to \$700,000 from Bureau of Reclamation (BOR) to assist in funding project. On November 30, 2020, staff had virtual meeting with BOR who confirmed that Contract was being prepared and should be complete and submitted for NUA approval during the first quarter of 2021. Upon execution of contract, funding should be immediately available. NUA approved a contract with Garver on February 11, 2020 to design the pilot project and prepare a report with conclusions based on the results. On June 23, 2020, NUA approved Amendment No. 1 to Garver's contract to allow them to administer the pilot project including all of the rental equipment and sampling/analyses on behalf of WRF. As of the end of May 2021, the sampling protocol for the study has been finalized, and Garver's subcontractor has completed installation of all necessary equipment for both the UCT and Aqua Nerada trains being tested. Garver's subcontractor is currently debugging SCADA, and Phase I of pilot testing is scheduled to commence for both trains during the first full week of June 2021. Phase I of the pilot testing is expected to continue until late in 2021. Phase II would immediately follow and continue until Spring 2022 and Phase III would immediately follow Phase II and continue through the Summer of 2022. Garver's final report on the results should be complete in December 2022.

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, repairs, and downtime to keep them operational. NUA approved an Engineering Contract with Garver, LLC December 8, 2020, and design has commenced. Between January and early March 2021, separate demonstration tests using PW Tech's "Volute Dewatering Press" and Huber's and MKC's screw presses were completed at the WRF and equipment operation was observed by Garver and Norman WRF and Engineering staff. In addition, NUA staff visited at Bentonville WWTP in Arkansas to view the Volute Dewatering press in service and Andover WWTP in Kansas to view an MKC screw press in service. One final demonstration of a full size Volute Dewatering Press is scheduled for early July 2021. Garver has prepared draft Engineering Reports, and final version of report, based on observations from site visits and results of final demonstration test of Volute Press, should be submitted later in July 2021. Final design will commence immediately upon approval of the engineering report and final plans and specifications are expected to be ready for advertisement by September 2021. Bid Opening, Contract Award, and Notice to Proceed would follow in October 2021. Construction should then be completed by April 2022.

Engineer: Garver LLC (Michael "Cole" Niblett)

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 expects to bring a contract forward to NUA in May, 2021.

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.

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. Geotechnical work has been completed and potholing will be completed in September 2020 allowing the design to be finalized. Downstream manhole rehabilitations were also added to the project due to severe corrosion that has deteriorated the manholes impacting their structural integrity. Design is progressing based on field

investigations and 90% plans were submitted in November. Staff has reviewed the plans and there are constructability concerns regarding the proposed alignment. Alternative alignments are being evaluated.

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 biosolids 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 is budgeted for FYE19 while construction is budgeted for FYE20. The draft report was received in May 2020 and significant revisions were requested and a revised report was received late June 2020. Additional revisions will be required but will be done and received in December 2020. This project is not a high priority for service reliability but staff will complete this work in 2021.

Engineer: Olsson, Inc. (Kevin Rood)

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 construction contract so they will be covered as a single project here. Due to recent plant improvements projects, space formerly used for spare part storage has been incorporated into plant operations space, leaving a shortage of viable storage space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities. 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 as well as the main laboratory have not been replaced or renovated and are now nearing the end of their useful lives. Project WW0325 will evaluate existing building and update finishes and building systems as well as expand and renovate the laboratory. Greely Hansen has been selected as the Architect for these two projects, and their Contract should be approved in June 2021. Design should commence in July 2021. If projects are delivered using a Construction Manager at Risk (CMAR) project delivery methodology, RFPs seeking a CMAR should be advertised in January 2022. If a Design/Bid/Build methodology is used, projects would be expected to be advertised in May 2022. In both cases, construction would then commence in July 2022.

Engineer: Greely and Hansen LLC (Ana Staggs)

WATER PROJECTS:

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade;

construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14 and must be complete by 09/01/14. Bore and encasement and waterline installation complete at 24th SW and at Brooks Street and at Briggs Street. NUA approved Final change order #1 and project acceptance on 12/23/14. NUA submitted 1st reimbursement request to ODOT and \$840,780 has been reimbursed by ODOT;. Final engineering invoice from Benham received and final payment has been made; staff requested ODOT reimbursement on August 7, 2020 in the amount of \$260,320. ODOT requested additional copies of paid invoices and staff is working with Purchasing to provide copies. Reimbursement is expected in March 2021.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include about 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received. The last easement is in final negotiations so the project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract was awarded on January 12, 2021. Public Notice letters were sent to home and business owners on February 24, 2021 and the contract started on March 3, 2021. Contractors started mobilization on March 10, 2021. Contractors have installed approximately 3,188 feet of waterline along Interstate Drive, River Oaks Drive, and Copperfield Drive to date. Contractors and staff met with ONG to discuss the gas line crossing near Copperfield Drive. Staff was informed that all waterline in the area needs to cross gas lines at perpendicular angles. Plans were revised for this section in order to meet this requirement. An active gas line was hit on 5/26/2021 on Rivr Oaks Drive north of TFCU. ONG was onsite and were able to turn off the gas. ONG staff had incorrectly identified the location of the existing gas lines in the area. In addition, the line that was hit was only a few inches to the bottom of the concrete as opposed to standard depths that were seen throughout this area.

Engineer: Cardinal Engineering.

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will install approximately 6,800 feet of 30-inch PVC C900 along the north side of Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 3,000 feet of 12-inch water line on the south side of Robinson in the same vicinity. The project was bid and the contract was awarded to Garney Companies, Inc. (Garney) in the amount of \$1,978,875.00 on July 14, 2020. As of the end of May 2021, all 12" and 30" water line has been installed, tested, and placed into service. Contractor is now completing restoration activities, and project is expected to ready for final inspection before the end of June.

Engineer: Alan Plummer and Associates, Inc. (Chris Ferguson)

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. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing were completed to allow for the design to be finalized. Plans were reviewed on February 23, 2021 and a permit was sent to BNSF Railroad for the Lexington Street crossing on March 1, 2021. However, BNSF recently changed their permit application process to fully online on March 30, 2021, so the permit application was filled out and sent using this new process on April 23, 2021. The BNSF permit application was accepted and a draft license was sent to staff for review.

The cost of the perpetual license is \$8,700 and will be sent to council for approval on June 22, 2021. Staff met with the Engineer to discuss any new revisions needed to the plans on May 24, 2021.

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Project has been bid and awarded construction began in March 2020. Approximately 350 feet of additional 8-inch water line was added to the project to replace water line along University from Tonhawa to Daws that was found to be in poor condition. All work for the previously approved project scope has been completed on the job and the contractor has completed punchlist items. Additional lines were added to the project along Porter Avenue to complete replacements associated with the Porter Acres Intersection project while the Sonic Drive-In is currently under construction and not operational.
Engineer: Guernsey (Larry Roach)

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.

FYE15 Water Wells and Supply Lines: Staff issued RFP 08/18/15 for water rights permitting, well field design, test and production well design, well house design and distribution system improvements. 14 proposals were received 09/14/15; staff selected several consultants and followed with contract negotiations. On 02/09/16 the NUA approved APAI contract K-1516-85 to update of our city wide water model; NUA approved contract with Cowan to perform water right permitting through the OWRB on 02/26/16 and approved contract with Carollo to perform well field design, and test/production well design on 06/14/16. On 2/14/17 NUA approved contract with Garver to study pros and cons for utilizing horizontal well technologies for one of our wells. Each project is broken out below.

Well Field Blending at WTP (WA0214) and Wellfield Design:

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 32 active wells from being at 31 previously. APAI is performing a model scenario for the well field and defining potential blending/treatment sites for the wellfield as a whole. APAI presented their draft findings in a webcast Monday May 11th and submitted a draft technical memorandum May 29, 2020. Staff reviewed tech memo and made edits. APAI made corrections and submitted final report 7/1/20. Staff will determine next step for this project.

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 underway and the first slab was poured June 11, 2020 at Simpson. All well pads are complete, walls installed, and roofs dried in. All wells have pump and motors installed. Electrician is completing work on various wells. Five wells are complete and once water lines are complete, wells will begin pumping to system. Project is expected to be complete by June 2021.

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. Staff anticipates having an agreement established by June 2021.

Water Metering / Billing Audit Project – This project began in March 2018. Staff is working along with a meter consultant to randomly check approximately 130 domestic meters for accuracy. Meters were sent April 10, 2018 to a third party testing facility that will be used to verify accuracy of measurements. The consultant will compile findings within a report for staff review. Report was received October 2018 and after reviewing results, the ROI was not favorable at this time. Staff is continuing research for a better method to improving our meter replacement program.

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. Updated preliminary plans were reviewed in a Zoom call with Jacobs on August 4, 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 has proposed a fairly substantial revision to the alignment, which is currently under review. It is expected that an approved alignment and, thus, an approved set of 65% plans will be agreed upon during the month of June 2021. Upon approval of the 65% plans, easement acquisition and preparation of final plans will commence. Easement acquisition is expected to take several months, and it is, therefore, anticipated that project will advertise in the late spring of 2022 and construction will commence around July 1, 2022.

Engineer: Jacobs Engineering (Lars Ostervold)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC 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 complete December 2019, and Phase II was scheduled to begin May 15, 2020 and complete August 15, 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, Phase II was delayed until Spring of 2021. In March 2021, Phase II was delayed again until Spring of 2022. Project is now scheduled to bid in March and April of 2022 with construction scheduled to commence immediately upon the end of OU's spring 2022 semester on May 15, 2022. It is anticipated that construction would continue through summer and be completed before the start of the fall semester in August 2022.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 12, 2019. Project design was completed during the first half of 2020, and project was advertised for bid on July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was deemed lowest and best bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued on October 12, 2020, and Hammer mobilized on November 8, 2020. As of the end of May 2021, all 12" diameter well water line had been installed, tested, and is ready for service when/if needed. Hammer has also commenced restoration activities throughout the project. They expect to be ready for final inspection before the end June 2021.

Engineer: Cardinal Engineering (Josh Risley)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 26, 2019. Design was completed during the first half of 2020, and project was advertised for bid on July 16 and July 23, 2020. Bids were opened August 6, 2020, and SMC Utility Construction was deemed lowest and best bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020. Notice to Proceed with construction was issued on September 10, 2020, and SMC mobilized on October 1, 2020. As of the end of May 2021, all 12" diameter well water lines had been installed and pressure-tested. SMC is currently superchlorinating and flushing lines in preparation for bacteriological testing. SMC is also working on restoration activities. They expect to be ready for final inspection by the end of June 2021.

Engineer: Garver Engineers (Jeff Chavez)

Cascade Water Tower & Lindsey Water Tower – Dunham Engineering performed detailed inspections on these two towers May 11, 2020 and prepared engineered cost estimates to use for budgeting and planning purposes. NUA approved design contract with Dunham Engineering July 14, 2020 for the Cascade Tower Resurfacing Project. Design was completed in August 2020, and project was advertised September 3rd and 10th. Bids were opened on September 24,

2020. Bids were competitive with a total of eleven (11) bids received. G & L Tank Sandblasting and Coatings, LLC (G&L) was deemed the lowest and best bidder with a bid in the amount of \$79,400. Contract was awarded on January 26, 2021 and G&L mobilized and a kick-off meeting convened on February 25, 2021. Work was complete and a final inspection convened on March 19, 2021. Punchlist was completed during the week of March 22, 2021 and G&L disinfected tank on March 26, 2021. Bacteriological tests passed on March 31, 2021 and project is complete and project should be sent to Council for Final Acceptance during June 2021.

Engineer: Dunham Engineering (Joe Seiter)

Water Treatment Plant Filter Effluent Pipe Improvements – During construction of the Phase II improvements at the Water Treatment Plant, staff discovered that the existing filter effluent line at the plant did not include an isolation valve, and, as a result, any future inspections or repair work on the 60+ year old line would require shutting down the entire treatment plant. To address this, a valve and inspection port will be cut into the existing filter effluent line that would allow portions of the plant to remain in service even if filter effluent line must be inspected and/or repaired in the future. NUA approved a Contract with Carollo Engineers on November 24, 2020. Bids were opened on December 18, 2020, and Contract was awarded to W.E.B. Construction (W.E.B.) on January 12, 2021. Notice to Proceed was issued on January 25, 2021 and W.E.B. mobilized to the project site in February 2021. As of the end of May 2021, all work on the vault is complete and site was final-graded. During the first half of June 2021, Contractor expects to complete sodding in vicinity of new vault, complete appurtenant work in the U.V. building and perform final cleanup. Final inspection should follow during the second half of June 2021, which is well ahead of the July 2021 Contract Completion Date.

Engineer: Carollo Engineers (Tom Crowley)

Water Distribution System Sampling Stations (WA0350): Project will install 43 sampling stations throughout the water distribution system in order to meet federal and state requirements of the Revised Total Coliform Rule. The number of sites and location of each site is approved by the Oklahoma Department of Environmental Quality (ODEQ). These stations will allow staff to collect samples representing the entire distribution system at all times, rather than staff collecting samples from homes and businesses which may not be accessible at certain times of the year. In addition, each station will be tapped directly into a main water line, which will give us a better representation of the water supplied by the City. Each station will be constructed of stainless steel, surrounded by a cover with Norman logo and cyber lock, with a concrete pad. NUA will purchase stations directly from vendor, who will send the stations directly to the approved contractor for storage and installation. Staff obtained 4 quotes for stations and Ferguson Waterworks was the low bidder. Invitation to bid was published on March 4 and March 11, 2021. Staff received 8 bids that ranged from \$85,100 – \$264,400; the low bidder being Sooner Sight Utility & Construction. City Council approved the contract with Sooner Sight Utility on April 27, 2021. Ferguson Waterworks informed staff that the stations would be sent to the contractor in about 8 weeks. The contractor's W9 was received and staff was able to create a PO for the construction. Submittals are still being received. The contract transmittal was sent on May 27, 2021 with a start date of June 29, 2021.

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.

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.

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 mater 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.

SANITATION CAPITAL PROJECTS:

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 newly proposed location is on the site of the Transfer Station. Upon learning of the potential bus wash facility to be constructed at the North Base Campus, Utilities and Public Works have begun discussions regarding 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.

Work is ongoing at the site including site work and utilities:

1. Footings poured for both buildings.
2. Site utilities essentially completed for both buildings.
3. New drive is prepared at the HHW/Transfer Station awaiting final confirmation/redesign by the consultant to accommodate the new recycling center.
4. The building pad has been completed for the HHW building.

Architect: Studio Architects, LLC (George Winters)

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 for renovations to create a more efficient workspace, a new facility will be constructed. On January 12, 2021, Norman Municipal Authority approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. As of the end of May 2021, design development plans had been submitted to NUA and were under review. NUA was also preparing front end documents for a Construction Manager at Risk (CMAR) RFP. Plan review and RFP should be completed during June 2021 and RFP should be issued in July 2021. CMAR should be selected in August 2021, and construction activities will likely follow starting in Fall 2021. Construction should be complete by September 2022.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

Processing and Marketing of Recycled Products from Norman Recycling Collection Centers (Bid 2021-41): The Sanitation Division's contract for recycling ended in 2020. The purpose of this bid is to obtain a contractor that will accept the six (6) recycling commodities (aluminum, plastics #1 and #2, tin cans, mixed paper, cardboard, and blended recyclables) that Norman procures from residents and commercial facilities. Contract will consist of processing and marketing approximately 160 tons of recyclable products each month, and reporting weight of each commodity separately. The contract will last for one (1) year and may be extended up to four times in one-year intervals at no change in the bid. A virtual bid meeting was held on April 8, 2021, and three contractors submitted bids. Smurfit Kappa had the lowest residual disposal cost and low transport cost. Staff will meet to discuss the prices accordingly.

Compost Facility Scale House (SA0019):

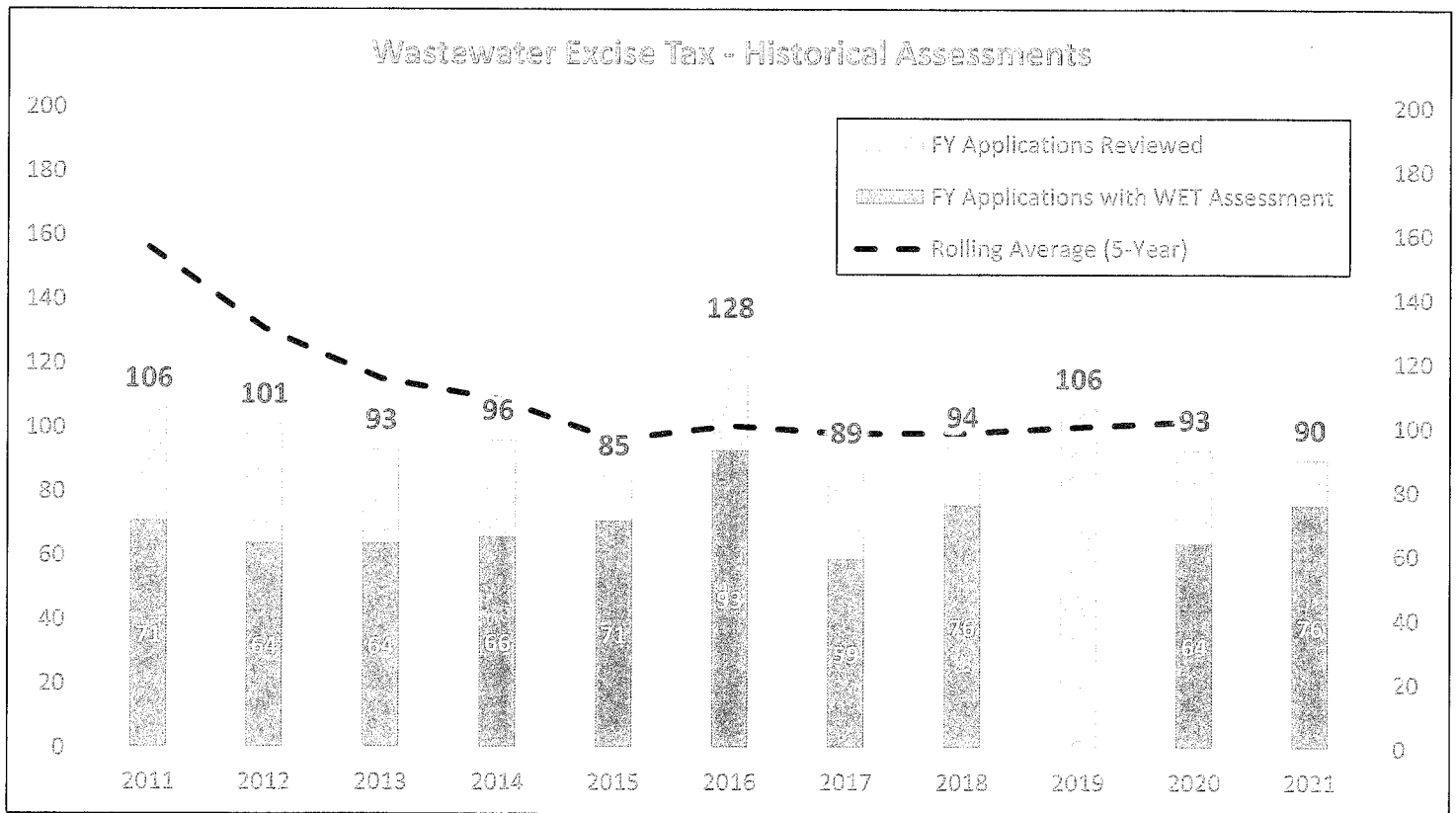
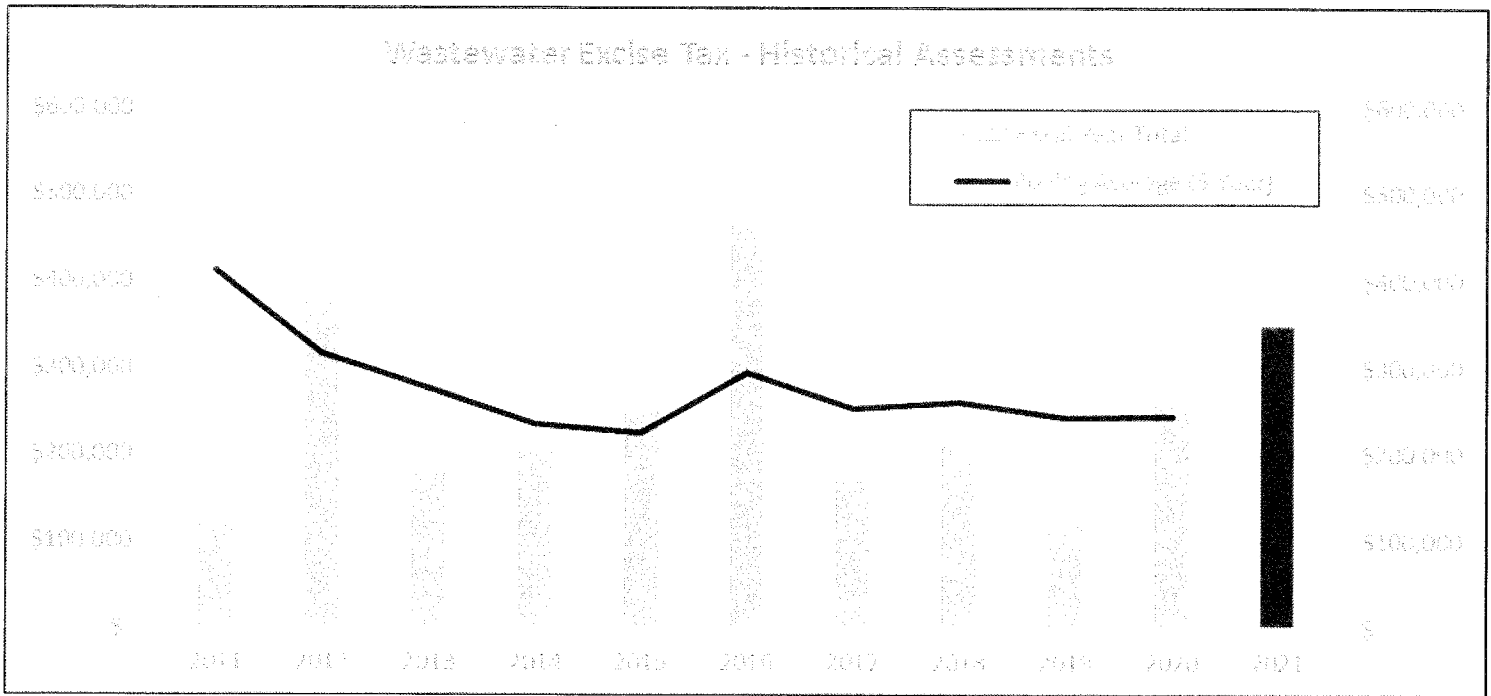
This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water 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 this month in the amount of \$30,500. Design will begin this month and should be complete within 3 months. A project kick-off meeting is scheduled for June 16, 2021.

Engineer: TriCore Group, LLC

Processing and Marketing of Recycled Products from Norman Recycling Collection Centers (Bid 2021-41): The Sanitation Division's contract for recycling ended in 2020. The purpose of this bid is to obtain a contractor that will accept the six (6) recycling commodities (aluminum, plastics #1 and #2, tin cans, mixed paper, cardboard, and blended recyclables) that Norman procures from residents and commercial facilities. Contract will consist of processing and marketing approximately 160 tons of recyclable products each month, and reporting weight of each commodity separately. The contract will last for one (1) year and may be extended up to four times in one-year intervals at no change in the bid. A virtual bid meeting was held on April 8, 2021, and three contractors submitted bids. Staff met to discuss bid prices and put together a Bid Analysis Memo indicating Smurfit Kappa as best bidder, providing the most revenue to the City, the lowest residual disposal cost, and low transport cost. The contract was approved by Council on May 11, 2021. The contract start date is set for June 1, 2021 and will last for one year.

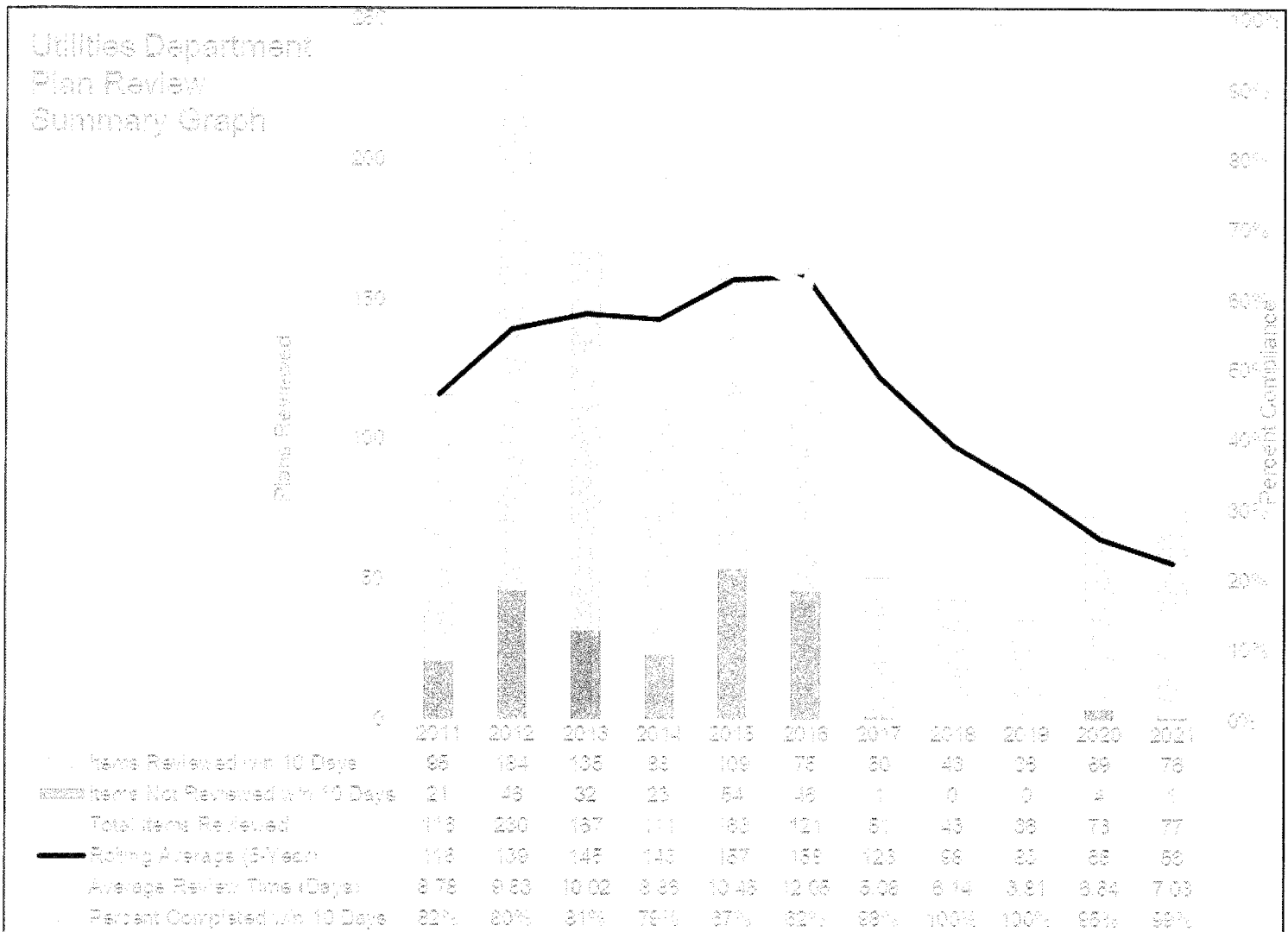
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 18 commercial entities last month. All 18 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. Through May, 90 commercial properties were reviewed and a total of \$347,247.60 was assessed to the 76 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Five (5) plan sets were reviewed during May. Staff have reviewed 76 plans to-date for FYE2021 with an average review time of 7.03 days and with 99 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

2 Water Well Permits 21-1901 and 2008 were issued for the month of May.

**MAY 2021
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	May	Year to date
Fats, oil and grease (FOG) program	26	263
Food license approval	2	7
Significant Industrial Users	0	17
Total inspections	28	287

ROUTINE ACTIVITIES

	May	Year to date
Significant Industrial User sites sampled	0	18
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	75%
Household hazardous waste disposal calls	47	321
Immediate assistance requested	1	7

REVENUE

	May	Year to date
FOG Program	\$400.00	\$33,950.00
Surcharge	\$4,882.06	\$69,413.80
Lab Analysis Recovery	\$1,596.56	\$2,996.07
Industrial Discharge Permit	\$0.00	\$3,500.00
Total revenue	\$6,878.62	\$109,859.87

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

- 1 Provided staff liaison support including attending meetings, preparation of minutes, and issue research.
- 2 ECAB members developed environmental tips and practices to be distributed to the media.
- 3 Members are working on public education material and projects for water issues and recycling.
- 4 Subcommittee is researching implementation of the US Mayors' Climate Protection Agreement.
- 5 Virtual meeting in May.

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 As of June 8, 2021 approximately 369,031 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 21 as a result of the FOG program.
- 4 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.
- 5 DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
- 6 Implementing a Dental Amalgam Program to comply with new federal regulations.
- 7 Working on annual renewals for participants in the FOG Program.
- 8 Staff is assisting with plans for a permanent HHW facility.
- 9 Staff is developing new technically based local limits.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 21		FYE 20	
May, 2021	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	3	23	2	10
Property Owner Responsibility	17	248	32	242
TOTAL	20	271	34	252
Number of Feet of Sewer Cleaned:				
Cleaned	160,726	1,069,590	97,720	970,305
Rodded	3,945	57,798	531	40,513
Foamed	0	81,695	0	81,183
SL-RAT	0	112,739	4,099	126,205
TOTAL	164,671	1,321,822	102,350	1,218,206
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	5	2	5
Private	0	6	0	10
Other (Lift Station, Line Break, etc.)	0	1	1	2
Total Overflows	0	12	3	17
Feet of Sewer Lines Televised	22,975	234,548	32,103	233,564
Locates Completed	290	2,927	259	2,626
Manholes:				
Inspected	1,220	12,132	1,000	8,749
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0.00	72.30	0	9
Hours Worked at Lift Station	127.00	1,533.55	124	1,723
Hours Worked for Other Departments	77.50	918.95	0	281
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	324	0	0
Average Response Time (Hours)	0.54	0.42	0.49	0.44
Claims Paid Per 10,000 People	0	0.0000	0	0.0024

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 21		FYE 20	
May, 2021	MONTH	YTD	MONTH	YTD
New Meter Sets:	51	561	79	433
Number Short Sets	51	559	79	430
Number Long Sets	0	2	0	3
Average Meter Set Time	5.24	4.79	3.59	5.12
Number of Work Orders:				
Service Calls	328	4,803	448	4,413
Meter Resets	2	12	2	16
Meter Removals	0	22	5	22
Meter Changes	49	633	77	732
Locates Completed	1,209	8,268	366	5,112
Number of Water Main Breaks	17	191	11	149
Average Time Water Off	2.21	2.12	1.13	1.98
Fire Hydrants:				
New	0	2	0	0
Replaced	0	7	0	5
Maintained	194	1,092	126	1,001
Number of Valves Exercised	193	2,022	98	1,396
Feet of Main Construction	60	2,123	0	2,079
Hours of Main Construction	89	2,291	239	2,770
Meter Changeovers	0	32	17	33
OJI Percentage	0.00	2.64	0.00	0.29
Hours Flushing/Testing New Mains	108.00	613	12	395
Hours Worked Outside of Division	59.00	802	18	416

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
May 1-31, 2021

Flow Statistics

	FYE 2021		FYE 2020	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	443.7	3939.7	364.0	3842.6
Total Effluent Flow (M.G.)	428.0	3843.9	355.7	3786.6
Influent Peak Flow (MGD)	21.8	27.8	14.5	22.7
Effluent Peak Flow (MGD)	21.5	21.5	14.1	22.4
Daily Avg. Influent Flow (MGD)	14.3	11.6	11.7	11.2
Daily Avg. Effluent Flow (MGD)	13.8	11.3	11.5	11.0
Precipitation (inches)	6.9	30.0	4.4	26.1

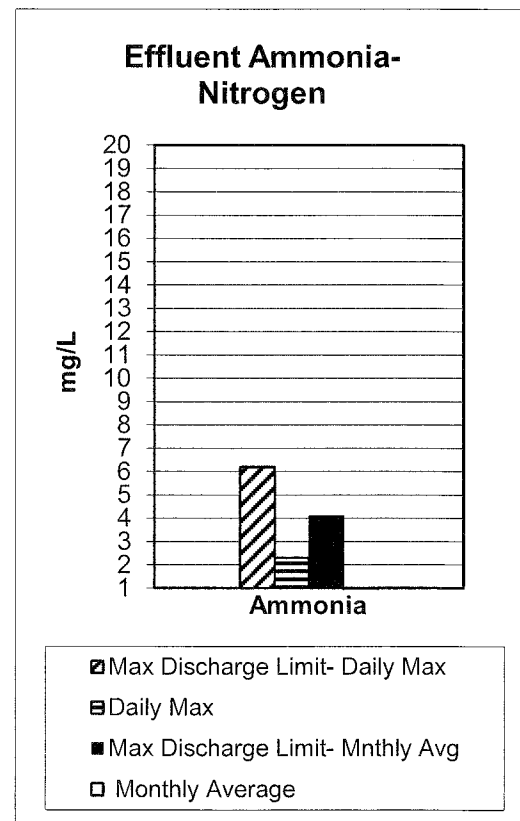
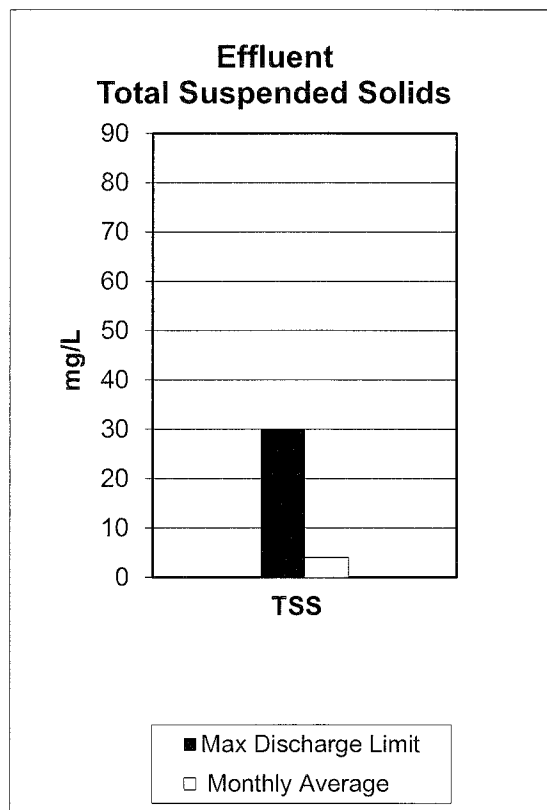
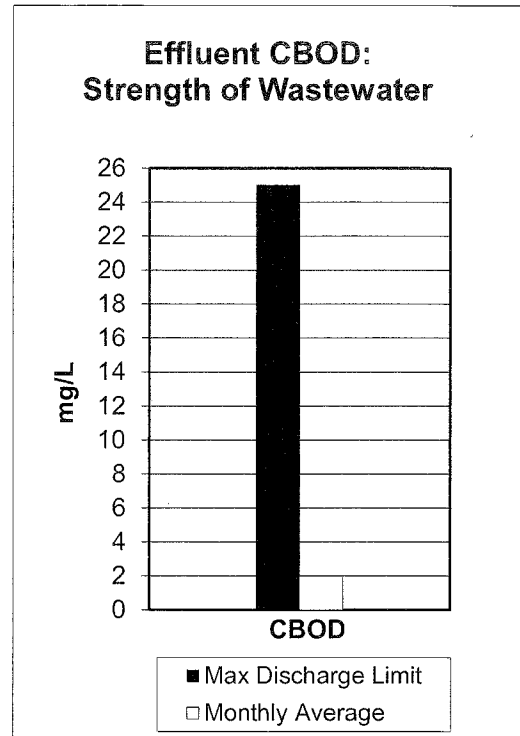
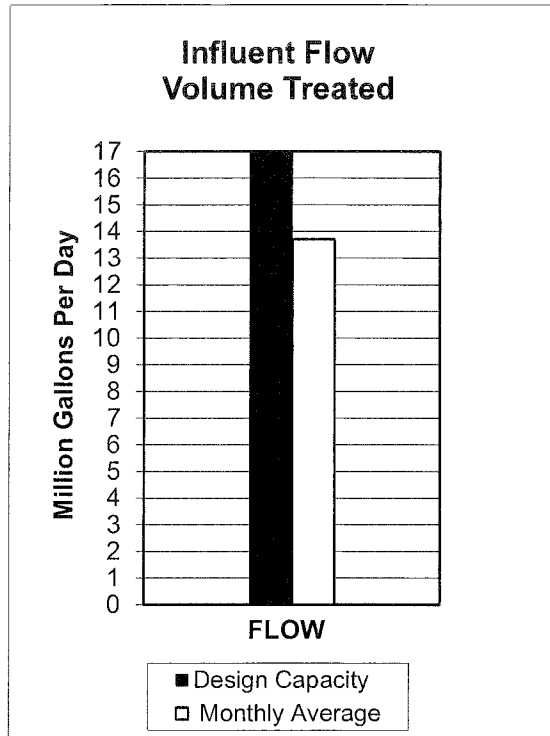
Discharge Monitoring Report Stats

5 day BOD:	EPA minimum percentage removal 85%			
	Avg.		Avg.	
Influent Total (mg/l)	160		103	
Effluent Carbonaceous Total	2		3	
Percent Removal	98.8		97.1	
Total Suspended Solids:				
Influent (mg/L)	540		258	
Effluent (mg/L)	4		4	
Percent Removal	99.3		98.5	
Dissolved Oxygen:				
Influent (min)	0.4		0.5	
Effluent (min)	6.3		5.6	
pH				
Influent (Low)	7.0		7.1	
(High)	7.4		7.7	
Effluent (Low)	7.3		7.0	
(High)	6.9		7.5	
Ammonia Nitrogen				
Influent (mg/L)	19.1		21.0	
Effluent (mg/L)	0.4		0.5	
Percent Removal	97.8		97.6	

Utilities

Electrical				
Total kWh Used (Plant wide)	550,340	5,582,640	460,140	5,357,240
Aeration Blowers	238,800	2,034,700	184,800	1,740,200
UV Facility	57,800	567,400	12,000	447,000
Natural Gas				
Total cubic feet/day (plant wide)	518,000	573,000	466,000	7,049,000
Public Education (Tours)	1	16	0	0
Total Attendees for FYE 21		50		145
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	5.2	66.8	2.8	61.7
E. coli average for May 2021	38 MPN/100 (Limit is 126)			

CITY OF NORMAN
WATER RECLAMATION FACILITY
May 2021



Comments here

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

WATER TREATMENT DIVISION

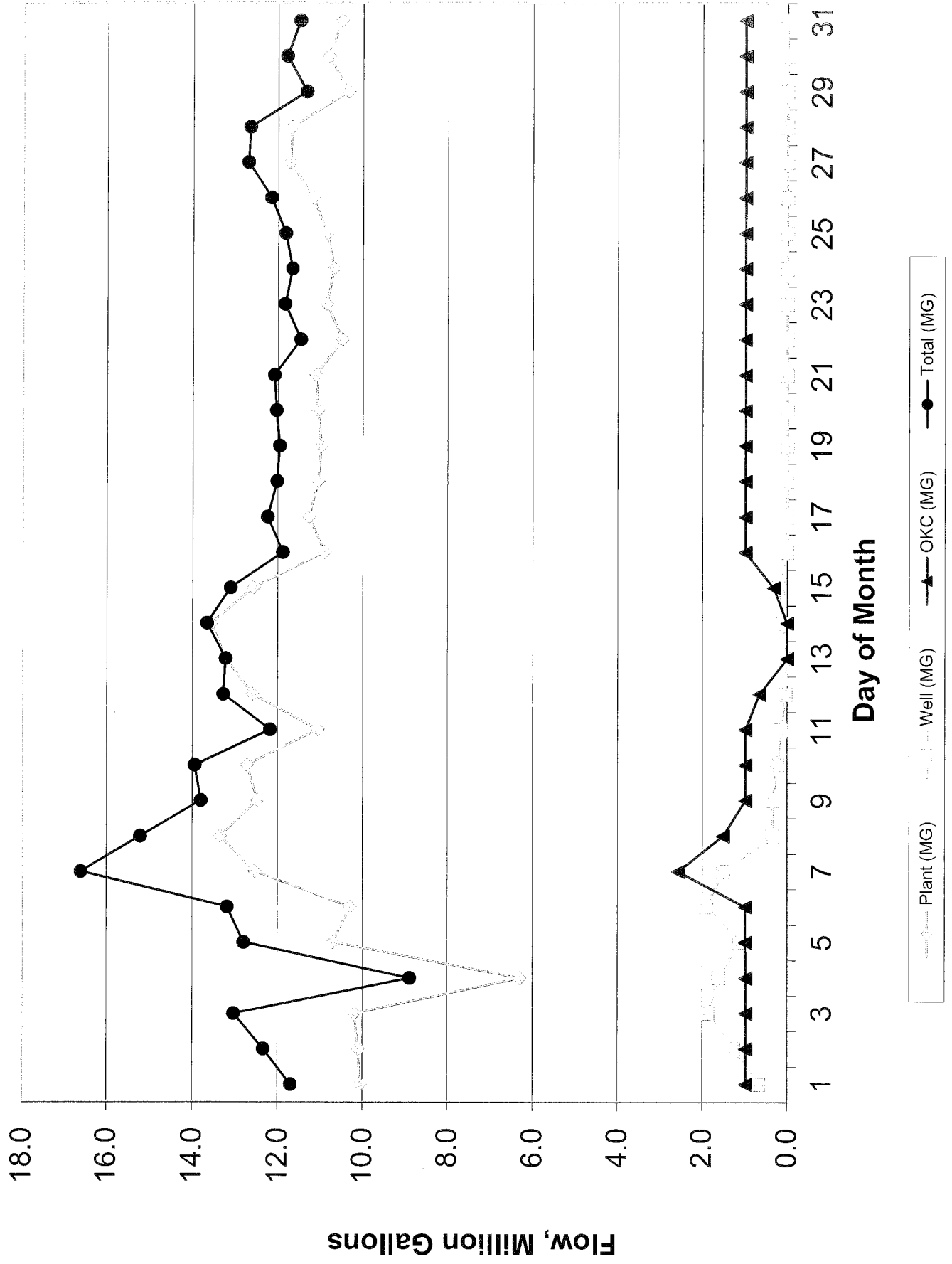
MONTH: May-2021

	FYE 2021		FYE 2020	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	347.14	3439.06	310.11	2871.76
Well Production (MG)	11.39	843.68	57.02	1128.16
Oklahoma City Water Used (MG)	29.62	335.37	31.04	376.66
Total Water Produced (MG)	388.15	4618.12	398.16	4376.59
Average Daily Production	12.52	13.79	12.84	13.03
Peak Day Demand				
Million Gallons	16.61	26.00	15.47	22.20
Date	5/7/2021	8/23/2020	5/4/2020	8/20/2019
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$756,409.69	\$8,171,158.28	\$643,089.67	\$7,232,376.07
Wells	\$197,374.51	\$2,362,296.37	\$199,337.34	\$2,348,111.09
OKC	\$79,267.00	\$904,958.58	\$76,562.83	\$1,111,486.30
Total	\$1,033,051.20	\$11,438,413.23	\$918,989.84	\$10,691,973.46
Cost per Million Gallons				
Plant	\$2,178.99	\$2,375.99	\$2,073.78	\$2,518.45
Wells	\$17,322.67	\$2,799.98	\$3,495.86	\$2,081.36
OKC	\$2,676.04	\$2,698.36	\$2,466.75	\$2,950.87
Total	\$2,661.45	\$2,476.86	\$2,308.07	\$2,442.99
Water Quality				
Total Number of Bacterial Samples	90	982	80	881
Bacterial Samples out of Compliance	0	2	0	0
Total number of inquiries (Note 2)	44	70	4	38
Total number of complaints (Note 2)	0	35	1	33
Number of complaints per 1000 service connections	0.00	0.87	0.02	0.82
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	7
Public Education				
Number of tours conducted	0	1	0	8
Number of people on tours	0	1	0	177

Notes:

Phase II construction - Contractor in process of completing the hydrogen peroxide feed system.
Contractor finished tie in of air line from UV building to filter building. Contractor in progress of installing sample pump drains in UV building. Staff preparing clarifier #4 for startup in anticipation for summer water demand.

Water Production for May 2021



MONTHLY TRANSFER STATION REPORT

May 2021

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	302.49	\$14,586.88
STANDARD TONS	1,877.20	\$103,955.43
RESIDENTIAL TONS:	454.31	\$17,802.00
PULL OFFS:	1.00	\$15.00
TOTALS:	2,635.00	\$136,359.31

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	469.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	10244.49
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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:	469.00
GRAND TOTAL TONS TO LANDFILLS	10,244.49

DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$213,904.95
GRAND TOTAL TIPPING FEE'S	\$213,904.95

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	642.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	4329.87
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	673.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	3646.15
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TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	1315.00
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TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	7976.02
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	152.59
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TOTAL TONS RECEIVED AT TRANSFER STATION	10762.61
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Drop Center Report MAY 2021

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee
ALUMINUM:	\$850.00	\$0.00
PLASTICS:	\$5.00	\$0.00
STEEL CANS:	\$0.00	\$0.00
MIXED OFFICE PAPER:	\$15.00	\$0.00
CARDBOARD:	\$85.00	\$0.00
COMMERCIAL CARDBOARD	\$0.00	\$0.00

LNDFL Fee \$20.88 Tons Diverted \$1,199.88 \$ Diverted \$25,053.49
0%

LBS Rejected 0 Tons Rejected 0 %

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer
	TONS	TONS	Tons	Tons

ALUMINUM:	0.25	0.12	0.67	0	1.04	\$0.00	\$884.00	Net \$884.00
PLASTICS:	1.92	1	4.43	0	7.35	\$0.00	\$36.75	\$36.75
STEEL CANS:	0.51	0.27	1.14	0	1.92	\$0.00	\$0.00	\$0.00
MIXED OFFICE PAPER:	6.76	1.95	11.45	0	20.16	\$0.00	\$302.40	\$302.40
CARDBOARD:	12.22	9.43	26.73	0.67	49.05	\$0.00	\$4,169.25	\$4,169.25
RECYCLING CENTER TOTALS:	21.66	12.77	44.42	0.67	79.52	\$0.00	\$5,392.40	\$5,392.40

Other Cardboard Containers	COMMERCIAL CARDBOARD		Compactors	Wood	Glass	Metal
TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS
56.08	\$4,766.80	0	\$0.00	13.3	\$1,130.50	
	</					

Expenses

Average hrly+ benefits	\$26.78
Cage Rolloff	44
Cardboard	186
Occ Compact	6
MXD Office	12
Total	248
Hours	
Labor \$	\$1,178.32
Vehicle cost	\$1,234.53
	\$4,981.08
	\$1,529.56
	\$160.68
	\$321.36
	\$336.62
	\$6,641.44
	\$3,268.97

Revenue	Income	Expense	Net
	\$23,347.82	\$9,910.41	\$ 13,437.41

Customer Revenue	\$11,712.12
------------------	-------------

Total All Recycle and Cardboard	Revenues
178.21	\$11,635.70

Total Recycle Only	Revenues
59.78	\$1,569.15

Total Cardboard	Revenues
118.43	\$10,066.55

CURBSIDE MONTHLY RECYCLING REPORT**May-21****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	23.76
POUNDS PER HOME:	13.34

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	8.04
#1 PET	4.08%	16.74
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	41.32
MIX PAPER	29.67%	121.76
PLASTIC FILM	0.60%	2.46
#2 NATURAL	1.11%	4.56
#2 COLOR	1.66%	6.81
#3-#7	0.00%	0
METAL	0.30%	1.23
RIGIDS	0.26%	1.07
TIN-STEEL SCRAP	2.14%	8.78
TRASH	27.91%	114.53
OCC	20.24%	83.06
TOTAL	100.00%	410.36

	MONTH
SERVICE CALLS (MISSES)	27
HOUSESIDE	8
REMINDER	4
SCATTERED	0
MISC.	1
REPAIR	21
NEW	32
ADD	1
MISSING	8
EXCHANGE	0
REPLACE	4
PICK UP	10
TOTAL CALLS	116.00

	MONTH
LANDFILL COST AVOIDANCE	\$8,568.32

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2021

	FYE 20		FYE 21	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>		13	0	6
<u>On The Job Injuries</u>		11	1	9
<u>Bulk Pickups</u>	17	283	14	270
<u>Refuse Complaints</u>	92	881	100	1120
<u>New Polycarts Requests</u>	59	609	53	751
<u>Polycarts Exchanges</u>	12	80	5	92
<u>Additional Polycart Requests</u>	129	807	33	786
<u>Replaced Stolen Polycarts</u>	22	218	20	203
<u>Replaced Damaged Polycarts</u>	89	878	69	948
<u>Polycarts Repaired</u>	45	499	40	441

COMPOST MONTHLY REPORT

MAY 2021

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	537.79
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 11,229.06
TONS BROUGHT IN BY PUBLIC:	833.33
TONS BROUGHT IN BY CONTRACTORS :	2,333.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	16.67
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 66,461.04
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 77,690.10
REVENUE COLLECTED FROM COMPOST SALES:	\$1,540.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$0.00
TOTAL TONS COLLECTED	3,720.79

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN	30	
DRYING BEDS	16,800	
COMPOST SOLD BY CUBIC YARDS		462
MULCH SOLD BY CUBIC YARDS	500	
TOTAL:	17,330	462

