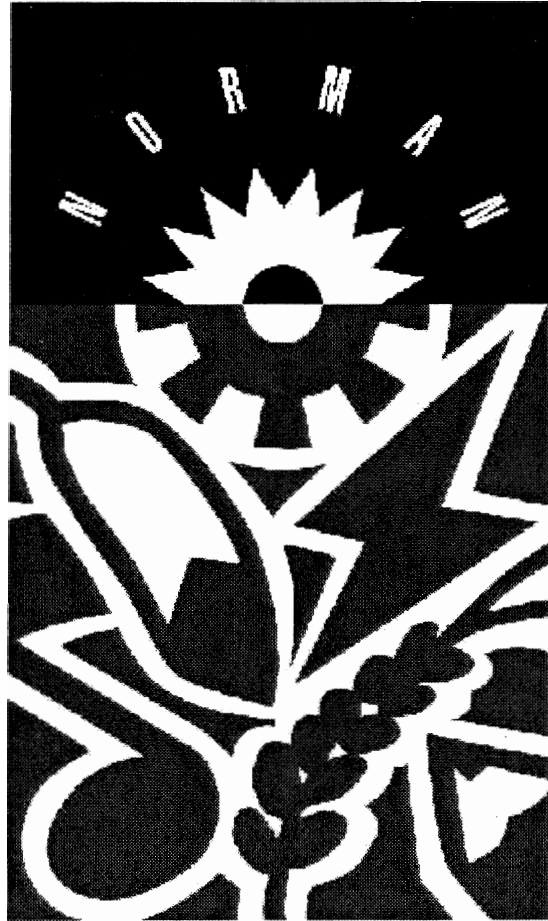


# City of Norman



## Monthly Departmental Report

July 2023

## **MONTHLY PROGRESS**

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**CITY CLERK       1**



**CITY CLERK****MONTHLY PROGRESS REPORT****July 2023**

<b>ACTION CENTER</b>				
<b>DEPARTMENT</b>	<b>CALLS</b>	<b>CALLS YTD</b>	<b>ADDITIONAL CONTACTS</b>	<b>ADDITIONAL CONTACTS YTD</b>
Animal Welfare	8	8	5	5
Bus Service	0	0	0	0
CDBG	0	0	0	0
City Clerk	106	106	4	4
City Manager/Mayor	4	4	3	3
City Wide Garage Sale	0	0	0	0
Code Enforcement	88	88	5	5
Finance	1	1	0	0
Fire/Civil Defense	2	2	0	0
Human Resources	8	8	1	1
I.T.	5	5	0	0
Legal	4	4	1	1
Line Maintenance	27	27	0	0
Municipal Court	7	7	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	1	1	0	0
Parks & Recreation	32	32	6	6
Permits/Inspections	34	34	2	2
Planning	26	26	2	2
Police/Parking	95	95	11	11
Public Works	22	22	3	3
Recycling	0	0	0	0
Sanitation	45	45	5	5
Sidewalks	0	0	0	0
Storm Debris	0	0	0	0
Storm Water	28	28	4	4
Streets	62	62	0	0
Streets Lights	15	15	0	0
Traffic	17	17	2	2
Utilities	48	48	1	1
WC Questions	0	0	0	0
WC Violations	0	0	0	0
<b>July Total: 740</b>	<b>685</b>	<b>685</b>	<b>55</b>	<b>55</b>

## LICENSES

Fourteen New licenses and One Renewal were issued during the month of July. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	0
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	1	1	Retail Wine	0	0
Distiller	0	0	Salvage Yard	0	0
Food	1	1	Sidewalk Dining	1	1
Game Machines	0	0	Solicitor/Peddler (30 day)	2	2
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	1	1
Kennel	0	0	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	1	Special Event	2	2
Medical Marijuana Grower	0	0	Strong Beer & Wine/Winemaker	0	0
Medical Marijuana Processor	1	1	Taxi/Motorbus/Limousine	0	0
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	0	0	Temp Food (one day)	2	2
Mixed Beverage/Caterer	0	0	Temp Food (30 day)	2	2
Pawnbroker	0	0	Temp Food (180 day)	1	1
Pedicab	0	0	Transient Amusement	0	0
<b>YTD License Total: 15</b>	<b>4</b>	<b>4</b>		<b>11</b>	<b>11</b>

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Blue Sky Supply	999 Outside of City	Coin Operated Vending Machines
Starbuck #66120	1200 W. Lindsey St	Food Service
Bricktown Boys	421 W. Gray	Medical Marijuana Dispensary
Norman Arts Council	210 E. Main St	Special Event
Shop Latino OKC	3237 Dove Crossing Dr.	Special Event
Prohibition	317 E. Main St	Sidewalk Dining Permit

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction	Arturs Ivanutenko for Southwest	
	Daniels Secko For Southwestern	
	Leon Bazilcuks For Southwestern	

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Sno-Cone Factory	Afonso's Smoked BBG LLC	Afonso's Smoked BBG LLC
		The Flavor Mailbox

### **CLAIMS FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
07-06-23	Yvonne Wright	Allegedly, on June 21, 2023, at 1200 Beaumont St. the City Street Maintenance Division sent a letter stating they damaged their fence and that the City will be responsible for fixing it.	\$2,361.26
07-10-23	323 East Mosier Limited Partnership	Allegedly, on January 17, 2023, at 324 E. Mosier City Sanitation Truck No. 230, inadvertently damaged the OG&E electric service line and caused damage to the Fire Alarm control box, Direct Dialer, and RTU control board.	\$2,625.98
07-13-23	Frankie Mendez	Allegedly, on June 26, 2023, at 313 Cindy Avenue a city sanitation truck backed into his vehicle damaging the back bumper and the back driver's side.	\$4,552.49

### **SPECIAL SESSION**

On July 26, 2023, City Council met in Special Session and adjourned into and Executive Session in order to interview Internal Auditor candidates.

### **COUNCIL CONFERENCE**

On July 11, 2023, City Council Met in Council Conference and discussed the Proposed Bridge Maintenance Bond Program Survey results. Additionally, discussed an Easement, Lease Agreements, and Amendment to the Road Use Agreement with Nextera Energy Transmission Southwest relating to its Draper-Pleasant Valley-Minco Transmission Line Project.

## **CITY MANAGER 2**

No reports are being generated for the Monthly Department Report from the City Manager's Office, as of Jan 2023.



CITY OF NORMAN

Department of Finance  
Monthly Report – July 2023

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

Treasury Division:

In the month of July, the Treasury Division processed 37,347 payments in person and over the phone, a decrease of -6.3% from last month. Paymentus (the City's 3<sup>rd</sup> party processor of online and automated telephone payments) processed 13,346 payments in July, a decrease of -2.4% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of July by -22%. Revenues from the City's largest single source of revenue, sales tax, are above target by 2% for the year to date and 5.9% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 24 Budget To Date	FYE 24 Actual To Date	FYE 23 Actual To Date	FYE 22 Actual To Date
Sales Tax Revenue	\$4,598,305	\$4,694,112	\$4,434,031	\$4,489,960
General Fund Revenue	\$8,754,824	\$6,807,070	\$6,773,361	\$6,064,055
General Fund Expenses	\$9,017,024	\$6,993,624	\$6,573,913	\$7,247,746

## Administration Division

	FYE 24		FYE 23	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	32.00	320.00	320.00
Total Comp Time Available	1.50	1.50	9.25	9.25
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	321.50	32.00	329.25	329.25
Benefit Hours Taken	64.00	64.00	80.00	80.00
TOTAL ACCOUNTABLE STAFF HOURS	257.50	257.50	249.25	249.25
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

**ACCOUNTING      3A**



## Accounting Division

	FYE 24		FYE 23	
	July	YTD	July	YTD
Total Regular Hours Available	1,120.00	1,120.00	1,120.00	1,120.00
Total Comp Time Available	2.50	2.50	1.25	1.25
Total Overtime Hours	9.50	9.50	1.25	1.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,132.00	 1,132.00	 1,122.50	 1,122.50
Benefit Hours Taken	211.00	211.00	237.25	237.25
 TOTAL ACCOUNTABLE STAFF HOURS	 921.00	 921.00	 885.25	 885.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

## **CITY REVENUE REPORTS**

**3B**

## City Revenue Report

	FYE 23 June	FYE 24 July	Plus/Minus
Total Revenue Received (\$)	\$6,422,388	\$4,878,812	(\$1,543,576)
Utility Payments - Office (#)	39,852	37,347	(2,505)
Utility Payments - Office (\$)	\$4,289,345	\$4,619,030	\$329,685
Paymentus (#)	13,671	13,346	(325)
Paymentus (\$)	\$1,219,818	\$1,263,703	\$43,885
Lockbox (#)	9,170	9,298	128
Lockbox (\$)	\$1,259,733	\$1,205,804	(\$53,929)
E-Lockbox (#)	3,587	3,464	-123
E-Lockbox (\$)	324,755	296,518	(\$28,237)
Bank Draft Payments (#)	11640	10540	(1,100)
Bank Draft Payments (\$)	\$1,127,448	\$1,082,380	(\$45,068)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	107	99	(8)
Processed Return Checks (\$)	(\$11,247)	(\$9,594)	\$1,653
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	215,656	95,844	(\$119,812)
Municipal Court - Fines/Bonds (\$)	195,671	156,778	(\$38,893)
Municipal Court - Credit Card (#)	499	405	(94)
Municipal Court - Credit Card (\$)	103,009	74,164	(28,845)
Building Permits Cash Report (\$)	226,853	79,426	(\$147,427)
Building Permits Credit Card (#)	427	332	-95
Building Permits Credit Card (\$)	\$159,309	\$71,625	(\$87,684)
Occupational License - Bldg Insp. (\$)	\$6,072	\$4,951	(\$1,121)
Occupational License - Bldg Insp. CC (#)	29	22	-7
Occupational License - Bldg Insp. CC (\$)	\$4,626	\$4,451	(\$175)
Business License - City Clerk (\$)	6,835	1,940	(\$4,895)
Accounts Receivable Billed (\$)	\$1,040,492	\$57,367	(\$983,125)

## Budget Services Division

	FYE 24		FYE 23	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	320.00
Total Comp Time Available	0.00	0.00	3.25	3.25
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	320.00	323.25	323.25
Benefit Hours Taken	48.25	48.25	28.00	28.00
TOTAL ACCOUNTABLE STAFF HOURS	271.75	271.75	295.25	295.25
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 24		FYE 23	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	712.00	712.00	800.00	800.00
Total Comp Time Available	2.75	2.75	7.75	7.75
Total Overtime Hours	33.50	33.50	39.25	39.25
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	748.25	748.25	847.00	847.00
Benefit Hours Taken	192.50	192.50	131.25	131.25
TOTAL ACCOUNTABLE STAFF HOURS	555.75	555.75	715.75	715.75
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 24		FYE 23	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	1,120.00	2,552.00	2,552.00
Total Comp Time Available	20.50	20.50	7.25	7.25
Total Overtime Hours	44.50	44.50	169.75	169.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,185.00	1,185.00	2,729.00	2,729.00
Benefit Hours Taken	207.75	207.75	267.75	267.75
TOTAL ACCOUNTABLE STAFF HOURS	977.25	977.25	2,461.25	2,461.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

## Drive-up Window and Mail Payments - FYE 2024

	23-Jun	23-Jul
Mail Payments - Lockbox	9,170	9,298
Mail Payments - E-Lockbox	3,587	3,464
Mail Payments - Office	73	99
<b>Total Mail Payments - Subtotal</b>	<b>12,830</b>	<b>12,861</b>
Night Deposits	158	148
Paymentus Payments	13,671	13,346
<b>Without assistance paymnts - Subtotal</b>	<b>13,829</b>	<b>13,494</b>
Office Payments	2,070	2,008
<b>With assistance payments - Subtotal</b>	<b>2,070</b>	<b>2,008</b>
<b>Total Payments Processed - Subtotal</b>	<b>28,729</b>	<b>28,363</b>
Bank Draft (ACH) Payments	11640	10540
<b>Total Payments (Utility)</b>	<b>40,369</b>	<b>38,903</b>
<b>Total Payments</b>	<b>57,458</b>	<b>56,726</b>

## Traffic Counter at Drive-up Facility

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

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



## Utility Division Activity Report

	FYE 24		FYE 23	
	July	YTD	July	YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,431	44,431	44,111	44,111
New Deposit Ons Billed	928	928	1,044	1,044
Final Accounts Billed	781	781	672	672
TOTAL METERS READ	46,140	46,140	46,313	46,313

## **FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report July 2023

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	26	1.52%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1037	60.64%
4 - Hazardous Conditions (No Fire)	25	1.46%
5 - Service Call	136	7.95%
6 - Good Intent Call	387	22.63%
7 - False Alarm & False Call	94	5.50%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	1	0.06%
Incomplete Reports	4	0.23%
<b>Total Incident Count (Unique Calls)</b>	<b>1710</b>	<b>100.00%</b>
<b>Number of Total Unit Responses</b>	<b>2164</b>	

Total Fire Loss \$3,050,500.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
<b>Station #1</b>	376	273	0:04:33
<b>Station #2</b>	231	304	0:05:04
<b>Station #3</b>	262	371	0:06:11
<b>Station #4</b>	161	313	0:05:13
<b>Station #5</b>	87	614	0:10:14
<b>Station #6</b>	72	614	0:10:14
<b>Station #7</b>	162	330	0:05:30
<b>Station #8</b>	135	370	0:06:10
<b>Station #9</b>	221	360	0:06:00

### Community Outreach

Tours and Special Events	16	Fireworks Support, Parades, Tours, Funeral Support
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### Burn Permits

Burn Permits Issued	194	Conditions were favorable for burning 17 days in July
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### Training

Total Personnel Training Hours	2333	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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# NFD Monthly Progress Report July 2023

## Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD3*	18	7	2	1	4	0	0	1	2	1
Chief 301	13	2	1	1	3	1	1	1	2	1
Chief 302	17	4	1	3	2	0	0	4	3	0
Chief 303	10	2	2	0	2	0	0	2	2	0
Chief 304	16	5	3	2	0	1	0	3	1	1
Chief 401	14	3	1	0	2	4	1	3	0	0
Chief 402	10	3	0	2	2	0	0	1	0	2
Chief 403	12	1	1	0	2	1	3	0	2	2
Chief 404	3	1	0	1	0	1	0	0	0	0
Engine 1	377	360	2	4	1	0	0	5	1	4
Brush 1	4	2	0	2	0	0	0	0	0	0
Ladder 1	41	27	3	1	5	0	0	1	3	1
Engine 2	256	5	230	4	8	0	1	6	2	0
Brush 2	1	0	1	0	0	0	0	0	0	0
Ladder 2	21	7	3	1	6	0	0	1	2	1
Engine 3	277	6	3	260	2	0	0	4	0	2
Brush 3	4	0	1	3	0	0	0	0	0	0
Engine 4	166	3	2	0	155	0	0	0	6	0
Engine 42	2	0	0	0	2	0	0	0	0	0
Brush 4	2	0	0	0	1	0	0	0	1	0
Engine 5	30	0	0	0	0	29	1	0	0	0
Brush 5	91	0	0	0	0	88	2	0	0	1
Engine 6	26	0	0	0	1	6	17	0	0	2
Brush 6	83	1	0	0	1	7	70	0	2	2
Rescue Boat 6	2	0	0	0	0	0	2	0	0	0
Squad 7	201	17	5	3	6	0	0	157	12	1
Brush 7	1	0	0	0	0	0	0	0	1	0
Engine 8	143	1	0	0	6	0	0	3	133	0
Brush 8	2	0	0	0	0	0	0	0	2	0
Tanker 8	1	0	0	0	0	1	0	0	0	0
Engine 9	245	10	0	6	2	2	2	3	1	219
Brush 9	2	0	0	0	0	0	1	0	0	1
Tanker 9	2	0	0	0	0	1	1	0	0	0
EM1*	19	7	2	1	4	1	0	1	2	1
EMS1*	16	6	2	1	1	1	1	0	2	2
Fire Marshal 1	5	4	1	0	0	0	0	0	0	0
Fire Marshal 2	6	1	0	1	2	1	1	0	0	0
Fire Marshal 3	9	4	2	0	1	0	0	1	1	0
Fire Marshal 4	8	3	1	0	1	0	0	0	1	2
Fire Marshal 5	8	2	1	0	3	0	0	0	1	1
	2164	494	270	297	225	145	104	197	185	247

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

## July 2023 Fire Prevention Activity Summary

### Prevention Department Update and Activities

Training	50 hours	Vehicle Fires, EMT, Pre-Incident Planning, Infectious Diseases, Special Healthcare Needs, Hemorrhage Control, Paramedic, OB Emergencies, Trauma Triage
Inspections/Re-Inspections	116 hours	Fireworks Display Setup, Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks
Smoke Detectors	2	Check/Install Smoke Detectors/Replace Batteries
Investigations	13	0 Joint, 6 Closed, 2 Complete, 4 Pending, 1 Arrest
Investigative Activities	103 hours	Fire Scene Investigation, reports, OSBI, interviews/Interrogation, Obtain Warrant, File Charges
Department Meetings	27 (20 hours)	Shift Change Meetings, Staff Meeting
Station & Equipment Maintenance	40 hours	Daily checks, supplies replenishing, cleaning & organization
Public Service/Education & Special Events	5 hours	Illegal fireworks citizen education

### Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews	11	25
Fire Protection System Plan Reviews	12	33
Building Inspections/Re-inspections	17	34
License Inspections/Re-inspections	6	12
Meetings	9	13
Training	4	15
Communication	N/A	20
<b>Totals</b>		<b>153</b>

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

July 2023

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



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

<b>Local Response</b>	
Red Cross Coordination for burn outs. July resulted in no call outs for assistance	With the robust reorganization in the Red Cross and the turmoil of having a in home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
SonnerCon was held 30 June -2 July	Through the Medical Reserve CORPS Norman EM provided a medical first aid station. A very robust event and fortunately the medical response was very light. They have requested we return next year.
Council meeting for the 13 <sup>th</sup> of June approved the funds for the destroyed siren and to have the carport at the Fire Training Center repaired. The Purchase Order was completed and forwarded to the vendor	It is estimated 4 months or more for the replacement siren. Carport repairs will be done locally
<b>Youth Camp</b>	
A full youth preparedness camp was conducted in Tishomingo on 8-14 July 2023. Youth preparedness is growing and participation and support has been phenomenal. This camp had a change in the format by eliminating a planning course and adding adventure training. Training included swift water training and orienteering. This is the first camp a function needs student attended the camp. The student was wheel chair supported and participated as fully as her capabilities allowed. She did complete CPR training and functioned in disaster scenarios as a support role. Students attending the course were awarded 6 transferrable course hours.	In 2019, the first youth preparedness camp was held at NSU in Tahlequah. Since then additional camps have been planned, both locally administered and state supported. This program trains students in two primary areas. 1: The Citizens Emergency Response Training program and 2: A course of Community Preparedness Training. Students and staff were housed in the dorms and logistic support was provided by NSU emergency Management. The course is very robust and kept the students and staff highly engaged in training and learning hands on skills critical in disaster operations. The FEMA Region 6 representative indicated the camp are ran very professionally and Oklahoma is a leader in this field. These camps are nationally recognized



	by Bill Bischof, FEMA Region 6, National Preparedness Division
The RISE grant has been completed and the 4 <sup>th</sup> required deliverable has been done. This grant has allowed equipment to be purchase that builds capability for the Health Dept and the MRC to better respond during times of disaster. A presentation was created highlighting the successes of the grant and the key equipment that enhanced the capability of the program.	This grant was completed under the new organizational structure of the State Health Department. Cleveland County is now known as District 10 and is the sole county of the district.
<b>Disaster Reimbursement Status</b>	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through. Brown bag lunch training is being planned for late 2023	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
<b>Mitigation Grant Status</b>	
Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
<b>Severe Weather Issues</b>	
National Weather Service Storm Spotter Training	<a href="https://www.weather.gov/norm/spotter">NWS Norman Spotter Schedule (weather.gov)</a>

## **HUMAN RESOURCES 5**

**HUMAN RESOURCES**  
**Monthly Report**  
**July 2023**

**HUMAN RESOURCES**

Total number of Employees: 1069

Orientations: 11

\*All orientations require input from each area of the Human Resources Department

Terminations: 7

**ADMINISTRATION**

- Worked FMLA cases in tandem with HR Director
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
  - 81 birthday and 91 anniversary
- Labor Relations:
  - Union negotiation meetings held July 10<sup>th</sup>, 12<sup>th</sup>, 17<sup>th</sup>, and 19<sup>th</sup>
  - 2 AFSCME and 2 IAFF meetings held

**BENEFITS**

New Enrollments: 11

COBRA/Retiree participants: 51

Benefit Participation		
	#	%
Medical	768	90%
Dental	767	90%
Vision	549	64%
Disability	342	40%
Supplemental Life	774	91%

*\* Total Benefit Eligible Population: 852*

Claims		
Rx Claims		\$792,520.62
	ACTIVE	\$ 686,175.73
	RETIREE	\$ 51,391.67
	COBRA	\$ 9,333.71
Medical Claims		\$ 3,253,458.00
Dental Claims		\$ 61,391.01
Death Claims		0

**PERSONNEL ACTIONS****New Hires – 16**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
City Clerk/Admin	Administrative Technician III	1
Finance/Treasury	Treasury Associate	1
Parks & Rec/Park Maintenance	Laborer	1
Parks & Rec/Park Maintenance	Maintenance Worker I	1
Parks & Rec/Recreation	Recreation Leader I	1
Parks & Rec/WW Aquatic Center	Laborer	2
Parks & Rec/WW Aquatic Center	Lifeguard	1
Police/Patrol	Police Officer	2
Public Works/Fleet	Fleet Service Technician	1
Public Works/Traffic	Traffic Line Locator	1
Utilities/Sanitation	Sanitation Worker I	2
Utilities/WLM	Utility Distribution Worker I	2

**Promotions – 7**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Parks & Rec/Golf	Golf Course Maintenance	1
Parks & Rec/Recreation	Recreation Leader I	1
Parks & Rec/WW Aquatic Center	Assistant Aquatic Manager	1
Parks & Rec/WW Aquatic Center	Swim Instructor	1
Parks & Rec/YFAC	Field Operations Supervisor	1
Police/Dispatch	Communications Officer II	2

**Separations – 29**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Parks/Facility Maintenance	Facility Maintenance Supervisor	1
Parks & Rec/WW Aquatic Center	Admissions Clerk I	1
Parks & Rec/WW Aquatic Center	Food & Beverage Tech I	1
Parks & Rec/WW Aquatic Center	Lifeguard	14
Parks & Rec/WW Aquatic Center	Maintenance Worker I	1
Parks & Rec/WW Aquatic Center	Slide & Gate Attendant	3
Parks & Rec/WW Aquatic Center	Swim Instructor	2
Police/Investigations	Crime Analyst I	1
Police/Patrol	Police Officer	1
Public Works/Traffic	Maintenance Worker I	1
Public Works/Traffic	Traffic Signal Technician	1
Utilities/Refuse	Refuse Container Repair Asst	1
Utilities/Sanitation	Sanitation Worker II	1

**RECRUITMENT****Positions Requisitioned for Refill by Department/Division (# of vacancies)**

\*included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT\*

**Human Resources**

ADA Technician	Employment Technician (Recruiter)
<b>Parks &amp; Recreation</b>	
Facility Maintenance Supervisor	PT Park Maintenance – Parks Temporary Laborer
	Maintenance Worker II
	<b>Interviews &amp; Practical's August 7 – August 11</b>
PT All Locations – Recreation Center Specialist	PPT Irving – Recreation Leader I

Facilities & Construction Program Manager – Interviews 8/9	PPT 12 <sup>th</sup> Avenue – Recreation Leader I Interviews 8/9
<b>Westwood Family Aquatic Center &amp; Golf Course – all PT Seasonal</b>	
Golf - Laborer	Golf - Maintenance Worker II Interviews August 7 – August 11
<b>Planning and Community Development</b>	
Planner I	Intern GIS
<b>Police</b>	
<b>Police Officer (9)</b>	Communications Officer I (3)
Pet Adoption Coordinator <b>Offer in progress</b>	Communications Officer II
Animal Welfare Technician	
<b>Public Works</b>	
Engineering - City Surveyor	Traffic – Traffic Signal Technician Interviews 8/11
Fleet – Maintenance Worker I	Heavy Equipment Operator (2) Interviews 8/9
<b>Utilities</b>	
Sanitation - Sanitation Worker I (3)	Sanitation - Sanitation Worker II (1)
Water Reclamation Laborer (temp)	Water Line Maintenance – Utility Distribution Worker I Interviews 8/11
PPT Water Reclamation Facility – Custodian (1)	Water Line Maintenance – Utility Distribution Worker II
Water Treatment Plant Manager Interviews 8/10	Refuse Container Repair Assistant
<b>City Council &amp; City Manager</b>	
Internal Auditor <b>Decision being made by City Council</b>	Assistant City Manager
<b>Legal</b>	
Assistant City Attorney I	
<b>IT</b>	
Business Analyst	

### **SAFETY**

#### **Fitness for Duty Meetings**

Department	Number Held
	0

#### **Return to Work Meetings**

Department	Number Held
Utilities	1

#### **Recordable Injuries – OSHA**

Department/Division	Nature of Injury	How Sustained	Prognosis
Police/Animal Welfare	Tick Bite	Received tick bite while walking in grass	Released to work
Police/Patrol	Strained middle back area	Involved in auto collision	Released to work
Police/Patrol	Strained left knee	Slipped off sidewalk and twisted knee	Work restrictions
Parks & Rec./Recreation	Right ankle sprain	Rolled ankle running down hallway	Work restrictions

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

2023*	2022	2021
5	7	5

*\*CY2023 is current YTD*

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

2024	2023	2022
1	7	3

Recordable Injuries per calendar year:

2023*	2022	2021
44	60	64

*\*CY2023 is current YTD*

Recordable Injuries per fiscal year:

2024	2023	2022
4	67	54



**CITY OF NORMAN**

Information Technology Department  
Monthly Report – July 2023.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance. Munis for HR Module is being updated. CityView for Planning and Permits began May 2022 and will continue into 2023.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization. New equipment is being implemented to increase security and speed requirements.	Ongoing: New core switching is implemented and speed enhanced at main campus. IT Network staff are in implementation and testing of networking and security appliances, as well as virtual upgrades. This includes expansion of equipment for new buildings and replacement of old switch infrastructure.



Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing – taken over by Utilities Admin.
Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilites Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in FYE24
New Building construction/renovation support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Progress – Sanitation, Line Maintenance, Sr. Center, YFAC, EOC, Development Center, Municipal Court, HR/IT Building, Bus Station, Building Maint.
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Planning – Finance Dept. has made funds available. Work to be complete by end of 2023.
IT Security training efforts for all network and email users at the City of Norman.	Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who utilizes the network for business.	Ongoing

Endpoint Security Review	Review current endpoint security appliances and software and make upgrades as necessary.	In Progress
Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Progress
Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	In Progress, full completion in July/August of 2023.
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress

### 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 July 2023. This high amount is because of various departmental moves to the Development Center and the IT Department assisting in connections and configuration.

## Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 14 emails from the groups shown were sent from city servers using city resources – of those 34,958 were delivered to outside mailboxes for the month of July 2023. The city servers generated mass communications to Norman citizens of 34,958 messages from only 14 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 270,897 attempted incoming and 99,514 outgoing messages for the month of July 2023. Incoming messages totaling 99,531 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 36% of our inbound mail. This percentage is down from previous months for malicious email/spam. Our security efforts are having a positive effect on reducing the total number of malicious email inbound. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

## Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In the month of July 2023, the City of Norman's web site had 127,444 individual web sessions access the web site for 266,768 total page views. Of those sessions, 69,551 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

## ERP Project Implementation Progress:

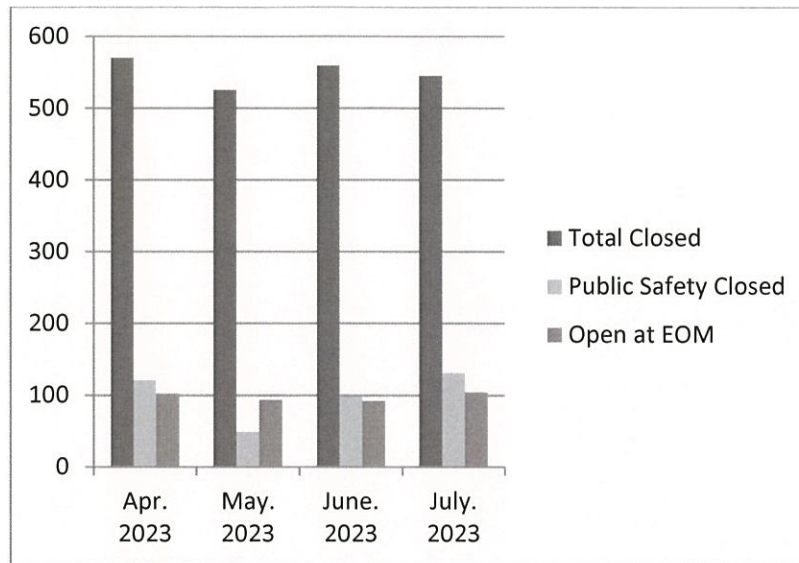
The chart below shows the path that we have followed through our ERP Implementation Project with most operations finalized by 2022. The project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The final implementations are expected to run through FYE24. The City Council approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once fully complete the city will have enhanced automated services and web services for our citizen base as well as the employees who conduct business and track their daily work



with these 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), Payroll (Munis), Human Resource Management (Munis), and Work Orders (Tyler EAM). Daily work continues on these systems as well as additional training, enhancements, and configuration. Server installation and configuration for Planning and Community Services (CityView) application began in May of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada). The final phase of our software upgrades, City View, is expected to complete during the latter part of calendar year 2023. We will continue to evaluate each of these systems moving forward starting with a review of the HR Systems in FYE24. We will also begin preparing for AMI (Automatic Meter Infrastructure) integration with a customer portal and our Advanced Utility Systems software.

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

**Table 1**



**Table 2**

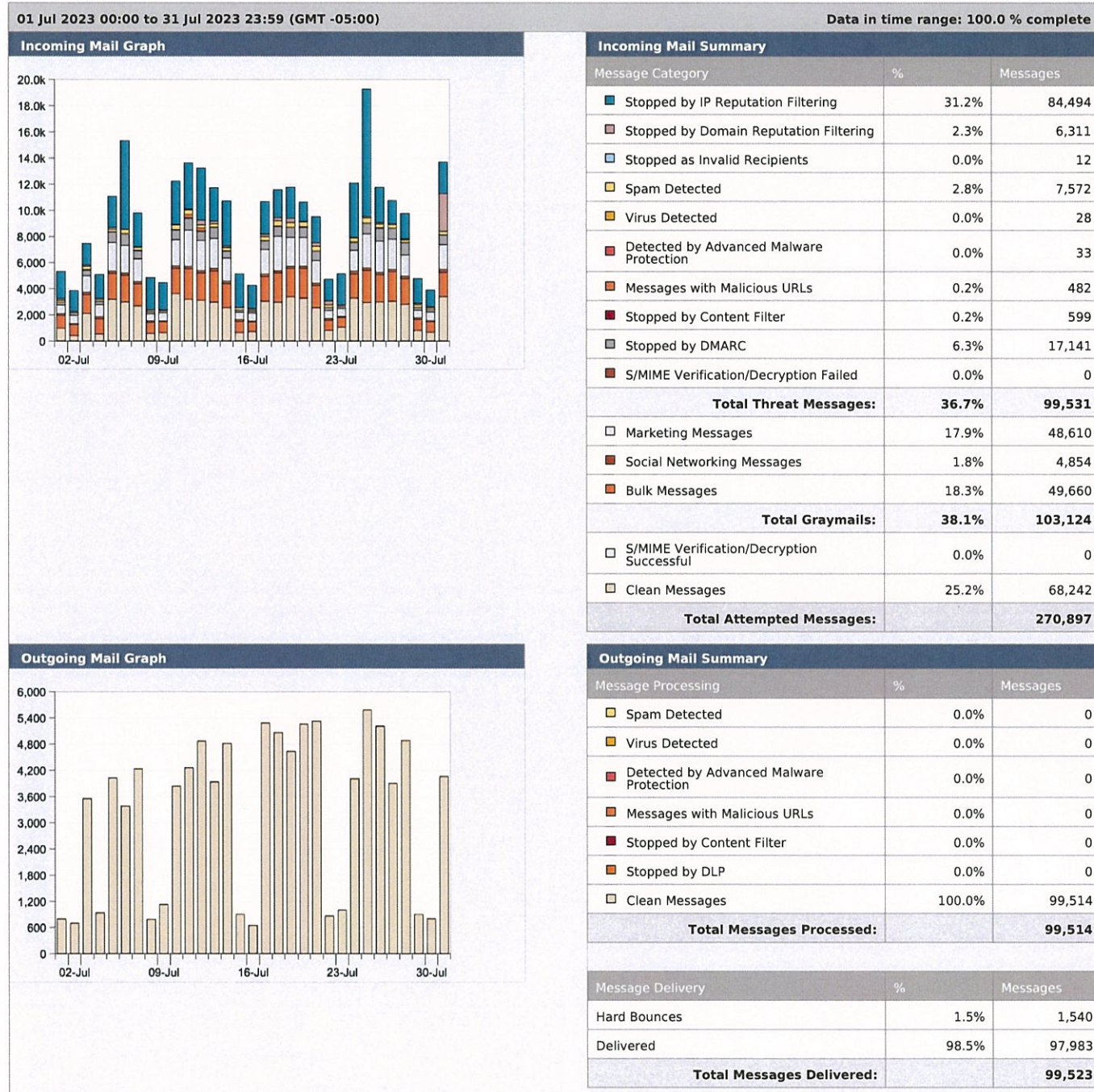
June 2023 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	12	0	0
Job Posting	1324	0	0
Norman News	2497	14	34958
<b>Totals</b>	<b>3833</b>	<b>14</b>	<b>34958</b>





## Executive Summary

ironport.example.com

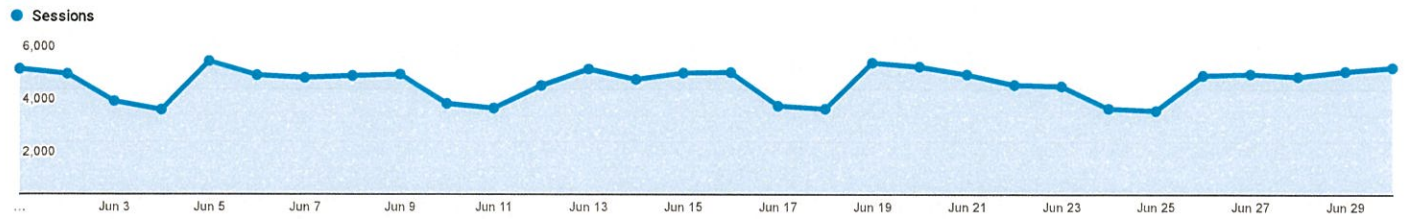


## Site Traffic

 All Users  
100.00% Sessions

Jun 1, 2023 - Jun 30, 2023

## Report Tab



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	127,444 % of Total: 100.00% (127,444)	2.09 Avg for View: 2.09 (0.00%)	266,768 % of Total: 100.00% (266,768)	80,544 % of Total: 100.00% (80,544)	69,551 % of Total: 100.04% (69,524)	42.06% Avg for View: 42.06% (0.00%)	00:01:40 Avg for View: 00:01:40 (0.00%)
1. 05	5,063 (3.97%)	2.10	10,637 (3.99%)	4,298 (3.97%)	2,774 (3.99%)	42.15%	00:01:46
2. 19	5,012 (3.93%)	2.10	10,548 (3.95%)	4,236 (3.91%)	2,881 (4.14%)	42.82%	00:01:41
3. 20	4,864 (3.82%)	2.18	10,607 (3.98%)	4,091 (3.77%)	2,541 (3.65%)	40.28%	00:01:39
4. 30	4,834 (3.79%)	2.13	10,287 (3.86%)	4,100 (3.78%)	2,593 (3.73%)	39.97%	00:01:33
5. 13	4,770 (3.74%)	2.09	9,972 (3.74%)	4,070 (3.76%)	2,634 (3.79%)	42.39%	00:01:44
6. 01	4,766 (3.74%)	2.15	10,233 (3.84%)	4,065 (3.75%)	2,554 (3.67%)	40.50%	00:01:43
7. 29	4,693 (3.68%)	2.10	9,863 (3.70%)	4,026 (3.71%)	2,608 (3.75%)	42.55%	00:01:42
8. 16	4,643 (3.64%)	2.11	9,813 (3.68%)	3,960 (3.65%)	2,580 (3.71%)	39.28%	00:01:34
9. 15	4,622 (3.63%)	2.15	9,946 (3.73%)	3,898 (3.60%)	2,501 (3.60%)	41.30%	00:01:38
10. 27	4,590 (3.60%)	2.13	9,758 (3.66%)	3,818 (3.52%)	2,394 (3.44%)	39.69%	00:01:47

Rows 1 - 10 of 30





**MONTHLY REPORT - LEGAL DEPARTMENT**  
**July 2023 Report**  
**(Submitted August 11, 2023)**

**MONTHLY HIGHLIGHTS:**

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

Although the judgment in this case was entered in March 2023, the case remained on the Monthly Report because the district court award the City its costs in the amount of \$2,953.60. In July, the City received a check from American Liberties Institute, Inc. in the amount of \$2,953.60. Because payment of the City's costs resolves all of the outstanding issues in this case, this case will no longer appear on the Monthly Report.

**LIST OF PENDING CASES:**

**UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT**

Shaw, Austin, et al. v. City of Norman, et al., CIV-21-1124-J; 2<sup>nd</sup> Appeal 23-6087 (10<sup>th</sup> Cir. 2023); 22-6106 (10<sup>th</sup> Cir. 2022) (K)

**UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK**

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

**UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA**

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

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

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

**OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS**

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

City v. Kelly Lynn, Case No. SD-121276; CV-2023-516 (K)

Walling v. Norman Regional Health System, et al, Case No. SD-121340, CJ-2014-874 (K)

**COURT OF CRIMINAL APPEALS**

None

**CLEVELAND COUNTY DISTRICT COURT**

**A. *General Lawsuits***

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

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

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

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

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

City v. Aaron Stachmus and Bryson Anglin, CJ-2022-424 (S)  
City v. Aaron Stachmus and Bryson Anglin, CJ-2022-647 (S)  
Kevin Easley v. City of Norman, CV-2022-2830  
Etter v. City of Norman, CJ-2021-731 (K)  
FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)  
FOP v. City of Norman, CV-2011-876 L (K)  
Martin Flores v. City of Norman & John Doe, CJ-2021-1051  
Caleb Fulton v. City of Norman et al., CJ-2020-797 (K)  
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)  
Jaclyn Jacobs v. City of Norman and Norman Utilities Authority, CJ-2022-794 (K)  
Jane Doe v. S. Carter, Norman Regional Hospital Authority, and John and Jane Does, and or DBA Doe Medical Entity, CJ-2022-1348, CJ-2020-606 (K)  
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)  
City v. Lonnie Hodges, CV-2020-2922  
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)  
McCarver v. City of Norman, CJ-2013-128 TS (K)  
Petersen and Lester E.R. Dotty v. City of Norman, CV-2023-766 (K)  
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)  
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)  
West Lindsey Center Investors, LLC v. City of Norman, et al., CJ-2022-693 (K)

**B. *Condemnation Proceedings***

City of Norman v. Chastain Oil Company, a Corporation, et al., CV-2015-677 (M)  
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)  
City of Norman v. Tietz Revocable Trust, et al., CJ-2013-775 (M)  
City of Norman v Apex Properties, LLC, et al., CJ-2021-221 (M)  
City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M).  
City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M).  
By order dated July 18, 2023, pretrial deadlines were extended and a December 2023 Status Conference set.  
City of Norman v. D&J Land, LLC, et al., CJ-2022-251 (M)  
City of Norman v. McIntosh Living Trust, et al., CJ-2023-704 (M): On July 20, 2023 the hearing to appoint commissioners was stricken in light of change in property ownership.  
City of Norman v. Susanne Corr Revocable Trust, et al., CJ-2023-706 (M): A hearing to appoint commissioners was held on August 2, 2023 and commissioners were appointed by the court.  
City of Norman v. Miller Revocable Trust, et al., CJ-2023-708 (M): On August 4, 2023, the hearing to appoint commissioners was stricken pending potential resolution with the owners.  
City of Norman v. Bradley Goodman, et al., CJ-2023-707 (M): On July 20, 2023, the defendants were sent service of the lawsuit and a hearing to appointment commissioners was set for August 23, 2023.

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)  
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)  
Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)

**D. *Municipal Court Appeals***

None

**E. *Small Claims Court***

None

**F. *Board of Adjustment Appeals***

None

**LABOR / ADMINISTRATIVE PROCEEDINGS**

**A. *Grievance & Arbitration Proceedings (K)***

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)  
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)  
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)  
AFSCME Grievance FYE 23-03 – (Parks Employees)  
AFSCME Grievance FYE 23-08 – (AFSCME Group Grievance)  
AFSCME Grievance FYE 23-09 – (Brian Jones)  
AFSCME Grievance FYE 24-01 – (April Waggoner)

IAFF Grievance FYE 21 – (Carl Shanon Smith – Improper Compensation)  
IAFF Grievance FYE 22 – (Source Documents)  
IAFF Grievance FYE 23 – (Matt Ferris – Discipline)  
IAFF Grievance FYE 23 – (Carl Shanon Smith Termination/Forced Retirement Grievance)  
IAFF Grievance FYE 23 – (Battalion Chief Source Document Grievance)  
IAFF Grievance FYE 23 – (Change in Medical Benefits)  
IAFF Grievance FYE 23 – (Change in Conditions of Employment)  
IAFF Grievance FYE-23 - (Selective Progressive Discipline Grievance)

**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 July 2023. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<b><u>ADULT CASES</u></b>			<b><u>JUVENILE CASES</u></b>			<b><u>COURT SESSIONS</u></b>		
	<b>FYE 22</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 22</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 22</b>	<b>FYE 23</b>	<b>FYE 24</b>
JULY	275	165	464	11	7	11	7	9	10
AUG	236	241		9	10		5	13	
SEPT	263	245		9	15		5	10	
OCT	269	244		12	13		6	9	
NOV	228	205		2	10		6	6	
DEC	162	165		1	5		3	8	
JAN	185	205		9	9		6	10	
FEB	787	256		8	17		8	10	
MAR	282	272		13	13		9	12	
APR	323	322		12	9		10	9	
MAY	582	395		21	17		12	13	
JUNE	268	344		7	31		11	9	
TOTALS / YTD	3,860	3,059	464	114	156	11	88	118	10

**WORKERS' COMPENSATION COURT**

The total number cases pending as of July 2023 are 24. There were no new Oklahoma Workers Compensation claims received during the month. In July, a Court Order was approved by the City Council. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 24 CASES	FYE 23 CASES	FYE22 CASES	FYE21 CASES
Fire	Suppression	12		9	4	2
Fire	Prevention				1	
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool				1	
Planning	Development Services					

DEPARTMENT	DIVISION	PENDING CASES	FYE 24 CASES	FYE 23 CASES	FYE22 CASES	FYE21 CASES
Police	Animal Welfare	2				2
Police	Criminal Investigation	2			1	
Police	Patrol	4		1	4	1
Police	Administration	0			2	
Public Works	Street Maintenance				1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Public Works	Traffic Control	1		1		
Utilities	Line Maintenance	1		1		
Utilities	Sanitation	1		1		
<b>TOTALS</b>		<b>24</b>		<b>11</b>	<b>14</b>	<b>6</b>

***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 (Consolidated under claim CM-2020-01069 Q by Court Order March 9, 2023)***

***(Police, Animal Welfare, Animal Welfare Officer, R. Ankle, Mid/Low Back)***

***A Court Order in the above claim was received and approved by the City Council on July 25, 2023 and will no longer appear on the monthly report.***

***Amason, Amber v. City of Norman, WCC 2012-12306 K***

***(Police, Patrol, MPO, Intestinal/Parasite/Infection)***

***Attaway, Dan v. City of Norman, CM-2022-06389 G***

***(Fire, Suppression, Fire Captain, R. Knee)***

***Boxford, Steven Lee v. City of Norman, CM-2022-03698 N***

***(Police, Patrol, MPO, L. Shoulder, Neck, L. Hand, L. Arm, L. Hip, R. Knee)***

***Edwards, Brian v. City of Norman, CM-2023-00414 L***

***(Fire, Suppression, Fire Driver Engineer, R. Hand, R. Thumb)***

***Faught, David L. v. City of Norman, CM-2023-03669 R***

***(Fire, Suppression, Firefighter, Binaural Hearing Loss)***

***Faught, David L. v. City of Norman, CM-2023-03668 L***

***(Fire, Suppression, Firefighter, Chest, Pectoral & Tricep Tendon)***

***Gourley II, Rickey J. v. City of Norman, CM-2022-06328 E***

***(Public Works, Traffic Control, Maintenance Worker I, L. Shoulder, L. Arm)***

***Hambrick, John v. City of Norman, CM-2023-02469K (Cancer, BAW)***

***(Fire, suppression, Firefighter)***

***Harvey, Homer Paul, Jr. v. City of Norman, CM-2023-01069 W***

***(Fire, Suppression, Fire Driver Engineer, R. Hip, R. Thigh)***

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

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

***Kraeger, Casey W. v. City of Norman, CM-2023-00969 R***

***(Utilities, Sanitation, Sanitation Worker II, Head, Upper Back, Lower Back, L. Hip, L. Knee)***

Lewis, Brian K. V. City of Norman, CM-2022-02245 H

(Fire/Suppression/Fire Driver Engineer, Neck, Back UNS, L Knee, L. Leg)

Mosley, Kent v. City of Norman, CM-2020-00585 X

(Police, Patrol, Sergeant, Mid & Low Back, Radicular Pain Down L. & R. Leg, R. Big Toe, R. & L. Buttocks + Neck, Headaches + Consequential Erectile Dysfunction) + Disfigurement to Stomach

Newell, Richard v. City of Norman, WCC-2022-15014 H

(Police, Narcotics, Sergeant, R. Knee)

Peterman, Kyle M. v. City of Norman, CM-2022-06515 P

(Fire, Suppression, Firefighter Recruit, L. Inside Ear)

Rayburn, Joshua L. v. City of Norman, CM-2023-00845 J

(Utilities, Line Maintenance, Utility Distribution Worker I, Back UNS)

Robertson, Kellee v. City of Norman, WCC 2010-13896 F

(Police, Narcotics, MPO, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)

Smith, Carl Shanon v. City of Norman, CM-23-00163 Q

(Fire, Suppression, Firefighter, Lower Back)

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

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

Tomczak, Carl v. City of Norman, CM-22-07388 P

(Fire, Suppression, Firefighter, L Shoulder, L Upper Arm, L Arm)

Tuschmann, Sean Michael v. City of Norman, CM-2022-04310 H

(Police/Patrol/Lieutenant, L Shoulder, L. Elbow, L. Hand)

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

(Fire, Suppression, Fire Driver Engineer, BAW, Cancer)

**TORT CLAIMS**

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

DEPARTMENT	FYE 24 Month	FYE 24 YTD	FYE 23 YTD	FYE 22 YTD	FYE 21
Animal Control			2	2	1
Finance – IT					1
Fire				2	1
Legal					2
Other			5	6	11
Parks			1	2	4
Planning			1	2	
Police			8	8	3
Public Works – other			5	2	2
Public Works – Stormwater				1	
Public Works – Engineering					1
Public Works – Streets	1	1	8	10	9
Utilities – Water			16	6	11
Utilities – Sanitation	2	2	7	6	12
Utilities – Sewer			3	4	5
<b>TOTAL CLAIMS</b>	<b>3</b>	<b>3</b>	<b>56</b>	<b>51</b>	<b>63</b>

CURRENT CLAIM STATUS	FYE 24 TO DATE	FYE 23	FYE 22	FYE 21
Claims Filed	3	56	51	63
Claims Open and Under Consideration	3	13	0	0
Claims Not Accepted Under Statute/Other	0	4	3	10
Claims Paid Administratively	0	21	15	11
Claims Paid Through Council Approval	0	2	2	7
Claims Resulting in a Lawsuit for FY	0	0	5	3
Claims Barred by Statute (No Further Action Allowed)	0	13	26	32
Claims in Denied Status (Still Subject to Lawsuit)	0	10	0	0

**MUNICIPAL COURT**

**8**



**MUNICIPAL COURT  
MONTHLY REPORT  
JULY - FY '24**

**CASES FILED**

	<b><u>JULY</u></b>	<b><u>FY24</u></b>	<b><u>Y-T-D</u></b>	<b><u>JULY</u></b>	<b><u>FY23</u></b>	<b><u>Y-T-D</u></b>
Traffic	693		693	261		261
Non-Traffic	348		348	223		223
SUB TOTAL	1041		1041	484		484
Parking	384		384	348		348
<b>GRAND TOTAL</b>	<b>1425</b>		<b>1425</b>	<b>832</b>		<b>832</b>

**CASES DISPOSED**

	<b><u>JULY</u></b>	<b><u>FY24</u></b>	<b><u>Y-T-D</u></b>	<b><u>JULY</u></b>	<b><u>FY23</u></b>	<b><u>Y-T-D</u></b>
Traffic	659		659	297		297
Non-Traffic	263		263	215		215
SUB TOTAL	922		922	512		512
Parking	403		403	298		298
<b>GRAND TOTAL</b>	<b>1325</b>		<b>1325</b>	<b>810</b>		<b>810</b>

**REVENUE**

	<b><u>JULY</u></b>	<b><u>FY24</u></b>	<b><u>Y-T-D</u></b>	<b><u>JULY</u></b>	<b><u>FY23</u></b>	<b><u>Y-T-D</u></b>
Traffic	\$ 73,763.44		\$ 73,763.44	\$ 33,968.33		\$ 33,968.33
Non-Traffic	\$ 18,889.93		\$ 18,889.93	\$ 12,753.23		\$ 12,753.23
SUB TOTAL	\$ 92,653.37		\$ 92,653.37	\$ 46,721.56		\$ 46,721.56
Parking	\$ 15,435.00		\$ 15,435.00	\$ 10,930.00		\$ 10,930.00
<b>GRAND TOTAL</b>	<b>\$ 108,088.37</b>		<b>\$ 108,088.37</b>	<b>\$ 57,651.56</b>		<b>\$ 57,651.56</b>

**PARKS AND RECREATION 9**

## **Park Development Activities July 2023**

### **Andrews Park:**

We reviewed the proposals from nine different teams for the Master Plan project for Andrews Park; and conducted in-person interviews with the top five. We have selected Copeland Design Collective for the work; and are negotiating the project costs, schedule and deliverables with their team in order to prepare a contract for Council approval in August. We plan to work with this design team to schedule stakeholder, community-wide and city official meetings over the coming months to help create a master plan for Norman's oldest park, in an effort to make this major downtown space more attractive and usable.

### **Sutton Wilderness:**

We received proposals for the project to construct a 12-car parking lot addition and make improvements to the south walking trail spur at George M. Sutton Urban Wilderness. We have prepared Contract and Bonds to hire CanDo, LLC to do the work, as designed by Parkhill Engineering. Work should be completed later this summer, as weather permits. Funding for the project is coming from a combination of Community Park Funds and a Recreational Trails Grant from the State of Oklahoma Department of Tourism and Recreation, which will pay 80% of the design and construction.

### **Nature Park:**

Site analysis is progressing for the new park located at the corner of Alameda Street and Carter Avenue. The information gathered in this process, as well as input from city staff, will help refine the overall design for the park. Green infrastructure aimed at slowing, detaining and treating storm water runoff will be the main cohesive feature of this park. In light of such goals, our Park Planner, Bethany Grissom, is currently completing the National Green Infrastructure Certification Program to gain the expertise necessary to design, inspect and maintain green infrastructure projects, which include rain gardens, green roofs, permeable pavements, bioswales, retention/detention ponds, and other features.

### **12th Avenue Recreation Center:**

We received bids on July 28<sup>th</sup> to do several small projects at the center, which will improve both the accessibility of the spaces and make cosmetic improvements to the floors, walls, ceilings, counters, doors and other components of this highly used recreation space. We will hire as many of the small projects as we can, based on the budget available from both the Parks and Recreation project for recreation center improvements and the ADA Compliance program at various parks and facilities around town. Work will be coordinated with the Recreation Center staff in order to minimize the impact on daily activities as we finish our summer camp season and prepare for the after-school programming that will come in the fall.

### **Moore-Lindsey House Historical Museum:**

We are starting work on the project to re-paint the main house and the Carriage House, while weather conditions are favorable for the work. Our first step includes replacement of several of the balusters and rails on the front porch that have rotted beyond repair over the years. We will have new woodwork installed in those areas while we prepare the specifications for an RFP next month that will include stripping all old paint, replacement of damaged clapboards, trim, casings and other exterior surfaces on both structures and re-painting both in the multi-colored pallet that was common on prestigious homes of its time. All work will be coordinated with the Cleveland County Historical Society, who operate the facility as a house museum, as well as their main office.

### **Forestry:**

We have finalized the project scope and are working with the Legal Department to build a schedule for the Tree Ordinance review we have hired from Davey Resource Group, based on their proposal. This is the first step in our project to improve the language and work plan for Norman's entire urban forestry program. We anticipate expanding the work with Davey to include a public tree inventory and an Urban Forest Master Plan, which will guide our work for years to come. We have also hired a contractor to water all of our recent tree planting projects in areas where we have gator bags instead of automatic irrigation. Several street trees and small park tree projects have been planted with the intent to hand watering during their first two growing seasons, as needed; and then only watering in emergency drought situations, once established.

**JULY 2023 PARKS MAINTENANCE DIVISION**

	<b>FYE-24 MTD</b>	<b>FYE-24 YTD</b>		<b>FYE-23 MTD</b>	<b>FYE-23 YTD</b>
<b>SAFETY REPORT</b>					
On-The-Job Injuries	0	0		0	0
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
<b>ROUTINE ACTIVITIES</b>	<b>Total Man Hours</b>			<b>Total Man Hours</b>	
Big Mowing	182.5	182.50		145.5	944.50
Trim Mowing	1058	1058.00		941	5376.00
Chemical Spraying	179.5	179.50		43	1027.00
Fertilization	0	0.00		0	18.00
Park Tree Work	135	135.00		0	735.00
Street Tree Work	0	0.00		0	91.00
Trash Maintenance	323.25	323.25		24	2447.75
Sprinkler Maintenance	185.75	185.75		0	1052.75
Watering	0	0.00		64	279.00
Painting	0	0.00		116	415.00
Landscape Maintenance	244	244.00		0	1708.75
Seeding/Sodding	0	0.00		19	613.00
Ballfield Maintenance	0	0.00		0	341.00
Fence Repairs	0	0.00		0	263.50
Equipment Repairs/Maintenance	227.5	227.50		0	1374.50
Material Hauling	0	0.00		93	497.25
Snow/Ice Removal	0	0.00		8	520.27
Christmas Setup	0	0.00		0	264.75
Vector Control	30	30.00		0	114.00
Events	70.5	70.50		8	201.00
Vandalism Repair	6	6.00		0	210.50
Trail Maintenance	0	0.00		0	8.00
Playground Maintenance	54.5	54.50		119	891.75
Restroom Maintenance	0	0.00		27.5	622.50
Carpentry/Welding	20	20.00		0	441.00
Shop Time	42.5	42.50		0	493.00
Special Projects	51	51.00		70	2481.00
Miscellaneous	57	57.00		181.75	1881.25

JULY 2023  
RECREATION DIVISION  
MONTHLY REPORT

**Norman Senior Center:** The Norman Senior Center saw a monthly attendance of 661. First Monday Birthdays was celebrated on Monday, July 3. S.A.L.T. (Seniors and Law Enforcement Together) held their monthly meeting on Wednesday, July 5. Tech Sesh with Mac was offered on Friday, July 14 for those interested in assistance with their technological devices. On Friday, July 21, around 60 patrons attended our monthly Grill and Games event. Folks enjoyed free food, music, Singo Bingo, and door prizes. The Mystery Dinner took patrons to 405 Burger Bar on Tuesday, July 25. On Wednesday, July 26, patrons enjoyed Bingo, sponsored by Tech Sesh with Mac.

**Little Axe Community Center:** Little Axe Community Center visitors enjoyed senior bingo and we had lots of great prizes for the 15 seniors that played. Our 15 seniors also enjoyed the ice cream social we held in July. The center's library saw a rise in usage to 802 books checked out. We believe this is due to our community students getting ready for school. Our OHCE monthly class met at the center and enjoyed a sewing session. Staff wrapped up the month getting ready for our after school program.

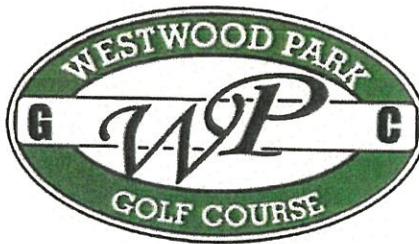
**12th Avenue Recreation Center:** The 12th Avenue Recreation Center averaged 34 campers for the month of July. Campers got to enjoy a fun-filled month with painting crafts and galaxy jars, snow cones from Kona Ice, trips to Westwood Family Aquatic Center, the Blue Zoo, and Myriad Botanical Gardens! Oil and Clay came to the Center to help the campers make coiled pots to take home. Buddy the Broncho from the University of Central Oklahoma made a guest appearance for the camp and played some kickball with everyone! 19 finished their youth basketball rentals on July 29 and averaged 175 patrons per Saturday.

**Irving Recreation Center:** The Irving Recreation Center Summer Camp continued 31 campers enrolled. We have an average daily attendance of 19 campers. The Center had a few campers leave the program, so we contacted the families on our waitlist to see if they still needed our services. The Recreation Leader we hired has not started yet, but he is still in the onboarding process. One of our Recreation Specialist will be separating from the CoN once camp has concluded.

**Whittier Recreation Center:** Our Summer Camp program averaged 24 students for the month of July. Children enjoy crafts, field trips and daily activities. No rentals took place in July and Clogging will start up again in the Fall.

<b>FACILITY ATTENDANCE:</b>	<b>Month</b>	<b>Year to Date</b>
Norman Senior Center	661	661
Little Axe Community Center	1,480	1,480
12th Avenue Recreation Center	1,795	1,795
Irving Recreation Center	343	343
Whittier Recreation Center	544	544
Reaves Center	300	300
Tennis Center	3,376	3,376

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**



**JULY 2023**

**Westwood Golf Course Division Monthly Progress Report**

ACTIVITY	JULY FYE'24	JULY FYE'23
Regular Green Fees	955	1376
Senior Green Fees	345	306
Junior Fees	310	328
School Fees ( high school golf team players)	0	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	1085	898
Employee Comp Rounds	402	379
Golf Passport Rounds	0	0
9-Hole Green Fee	190	308
2:00 Fees	191	255
4:00 Fees	0	1
Dusk Fees or 5:00 Fees	356	291
PGA Comp Rounds	14	3
*Rainchecks (not counted in total round count)	32	36
Misc Promo Fees (birthday, players cards, OU student)	303	134
Green Fee Adjustments (fee difference on rainchecks)	6	8
<b>Total Rounds</b> (*not included in total round count)	<b>4157</b>	<b>4287</b>
% change from FY '22	-3.03%	
<b>Range Tokens</b>	<b>3398</b>	<b>4188</b>
% change from FY '22	-18.86%	
18 - Hole Carts	147	192
9 - Hole Carts	52	64
½ / 18 - Hole Carts	1100	1581
½ / 9 - Hole Carts	529	548
<b>Total Carts</b>	<b>1828</b>	<b>2385</b>
% change from FY '22	-23.35%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
<b>Total Trail Fees</b>	<b>0</b>	<b>0</b>
% change from FY '22	0.00%	
<b>TOTAL REVENUE</b>	<b>\$171,048.37</b>	<b>\$144,466.59</b>
% change from FY '20	18.40%	

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

<b>SAFETY REPORT</b>	<b>FY 2024</b>	<b>FY 2024</b>	<b>FY 2023</b>	<b>FY 2023</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

**FINANCIAL INFORMATION**

	<b>FYE 2024</b>	<b>FYE 2024</b>	<b>FY 2023</b>	<b>FYE 2023</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$58,638.11	\$58,638.11	\$62,920.21	\$62,920.21
Driving Range	\$12,971.46	\$12,971.46	\$14,091.92	\$14,091.92
Cart Rental	\$29,395.74	\$29,395.74	\$33,782.81	\$33,782.81
Golf Classes	\$0.00	\$0.00	\$0.00	\$0.00
Golf Shop Rentals	\$449.22	\$449.22	\$0.00	\$0.00
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$0.00
Golf Cart Capital	\$1,895.42	\$1,895.42	\$0.00	\$0.00
Golf Merchandise	\$17,708.45	\$17,708.45	\$0.00	\$0.00
Restaurant	\$26,380.21	\$26,380.21	\$33,417.01	\$33,417.01
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$23,609.76	\$23,609.76	\$254.64	\$254.64
<b>TOTAL INCOME</b>	<b>\$171,048.37</b>	<b>\$171,048.37</b>	<b>\$144,466.59</b>	<b>\$144,466.59</b>
Expenditures	\$86,883.93	\$86,883.93	\$87,468.51	\$87,468.51
Income vs Expenditures	<b>\$84,164.44</b>	<b>\$84,164.44</b>	<b>\$56,998.08</b>	<b>\$56,998.08</b>
Rounds of Golf	4157	4157	4287	4287

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

#1 fairway bunker is in the final stages of renovation. Completion will be done with bank sodding. A Greens quality rating is presently at 90%. Selective aerification for green stress and summer stress complex. Many fungicide applications. Our weed control programs are still in progress. Dallisgrass control applications on many of the perimeter areas. Broadleaf weed control continues in the rough areas. Started on tree trimming of lower branches to allow for mowing and golfer pace of play. Irrigation efficiency for water management with evaluation of all sprinkler heads on tees, greens and fairways.



JULY 2023  
WESTWOOD POOL  
MONTHLY REPORT

FINANCIAL INFORMATION

	FYE 2023 MTD	FYE 2024 YTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$680.00	\$680.00	\$427,078.00	\$280,436.50
Swim Pool Gate Admission	\$131,177.00	\$131,177.00	\$427,372.00	\$333,721.00
Swim Lesson Fees	\$5,610.15	\$5,610.15	\$97,916.64	\$63,442.00
Pool Rental	\$19,898.80	\$19,898.80	\$86,670.20	\$47,806.00
Locker Fees	\$0.00	\$0.00	\$0.00	\$0.00
Pool Classes	\$417.00	\$417.00	\$53,665.00	\$24,633.00
Pool Merchandise Sales	\$125.12	\$125.12	\$699.10	\$0.00
Concessions	\$71,339.25	\$71,339.25	\$147,445.75	203,526.27
<b>TOTAL INCOME</b>	<b>\$229,247.32</b>	<b>\$229,247.32</b>	<b>\$1,240,846.69</b>	<b>\$953,564.77</b>
Expenditures	\$266,932.77	\$266,932.77	\$1,017,129.98	\$693,322.52
<b>Income verses Expenditures</b>	<b>(\$37,685.45)</b>	<b>(\$37,685.45)</b>	<b>\$223,716.71</b>	<b>\$260,242.25</b>

ATTENDANCE INFORMATION

	FYE 2024 MTD Jul-23	2023 YTD	2022 YTD	2021 YTD
a. Pool Attendance	16,473	114,679	114,679	75,468
b. Adult Lap Swim Morning/Night	27	950	950	1,802
c. Water Walkers	65	1,124	1,124	4,923
d. Toddler Time	213	4,328	4,328	5,421
e. Water Fitness	78	2,610	2,610	2,826
f. Swim Team	0	1,435	1,435	4,423
g. Scuba Rentals	5	514	514	54
h. Scuba Participants	17	282	282	100
i. Swim Lessons	630	1,465	1,465	1,697
j. Private Swim Lessons	17	73	73	51
g. Movie Night/Special Events	4	2156	2,156	1,298
h. Party / Rentals	39	259	259	116
<b>TOTAL ATTENDANCE</b>	<b>17,568</b>	<b>129,875</b>	<b>129,875</b>	<b>98,179</b>

## **FACILITY MAINTENANCE**

**9B**

# Facility Maintenance - July 2023 - Labor/Materials Cost Report

## Comprehensive Costs

Grand Total Cost: \$163,407.13

Total Misc. Cost (Materials/Contract Labor): \$97,724.99

Total Labor Cost: \$65,682.14

Total Labor Hours: 2,215

## Total Cost by Request Type

Administrative: \$25.5K – 10%

Custodial: \$39.75K – 24%

Electrical: \$22.07K – 14%

General Maintenance: \$17.19K – 11%

HVAC: \$23.86K – 15%

Pest Control: \$694.78 – 0%

Plumbing: \$23.8K – 15%

Roofs: \$10.52K – 6%

## Total Cost by Location (Trade)

Indirect Maintenance: \$42.83K

Admin: \$25.38K

HVAC: \$23.86K

Electrical: \$21.19K

Plumbing: \$20.24K

General Maintenance: \$13.74K

Roofs: \$10.18K

Doors/Locks: \$1.90K

Alarms: \$1.56K

Pest Control: \$694.78

CNG Station – Electrical: \$634.39

### Top Buildings by Cost

Indirect: \$68.2K

201B (NPD – Complex): \$13.78K

Central Library: \$6.95K

Reaves Park: \$6.06K

Water Reclamation Facility: \$5.16K

Warming Shelter: \$4.96K

Development Center: \$4.86K

Fire Station #7: \$4.59K

Streets: \$4.07K

Legacy Park: \$3.62K

East Library: \$2.75K

Neighborhood Parks: \$2.68K

Shooting Range (NPD): \$2.59K

City Hall (Complex): \$2.55K

12<sup>th</sup> Ave Recreation Center: \$2K

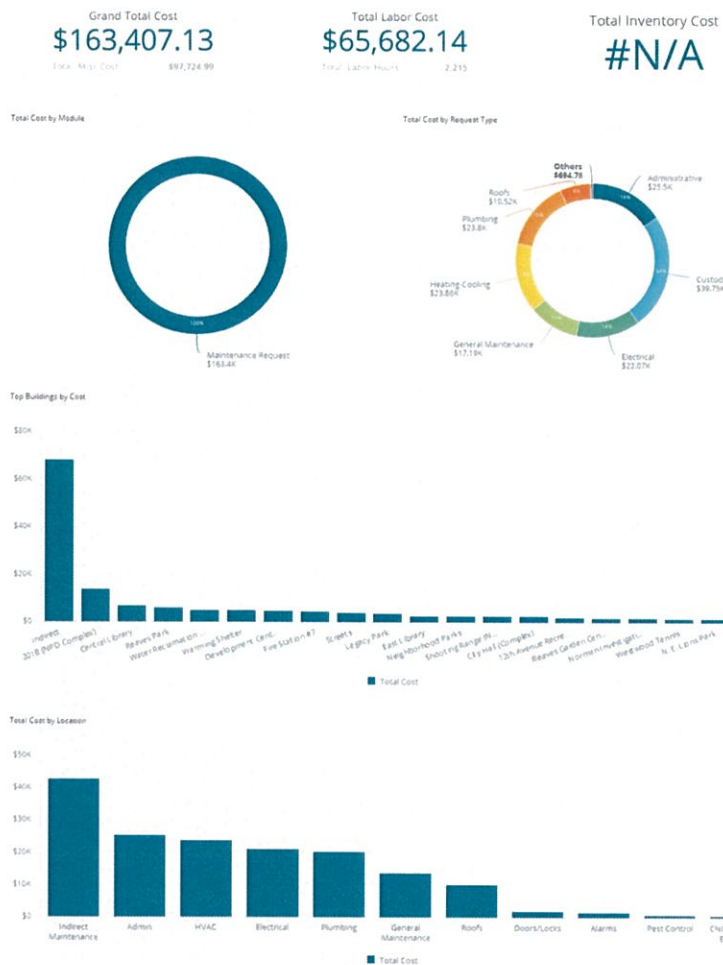
Reaves Garden Center: \$1.9K

Norman Investigations Center: \$1.8K

Westwood Tennis: \$1.69K

N. E. Lions Park: \$1.61K

Fleet: \$1.36K



## Comprehensive Operations

Maintenance Requests – Total: 352

Administrative: 10

Custodial: 4

Electrical: 110

General Maintenance: 43

HVAC: 90

Plumbing: 83

Pest Control: 3

Roofs: 9

Finalized Requests – Total: 352

Number of Requests by Building

201B (NPD – Complex): 27

Central Library: 26

Development Center (Complex): 21

Water Reclamation Facility: 20

Norman Investigations Center: 16

Indirect: 15

Fire Station #7: 14

City Hall (Complex): 12

East Library: 12

Reaves Park: 10

Westwood Tennis: 9

12<sup>th</sup> Ave Recreation Center: 9

Senior Center: 8

Lions Park: 8

Fleet: 8

Ruby Grant Park: 7

Westwood Golf: 7

Little Axe Recreation Center: 6

Fire Station #3: 6

Traffic Control: 6

Animal Welfare: 6

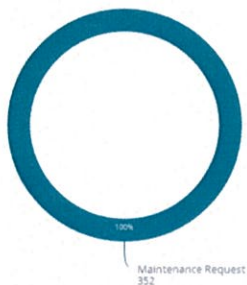
Griffin Park: 6

Andrews Park: 6

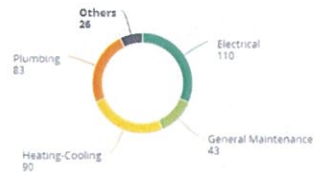
Irving Recreation Center: 5

Fire Station #9: 5

Requests by Module



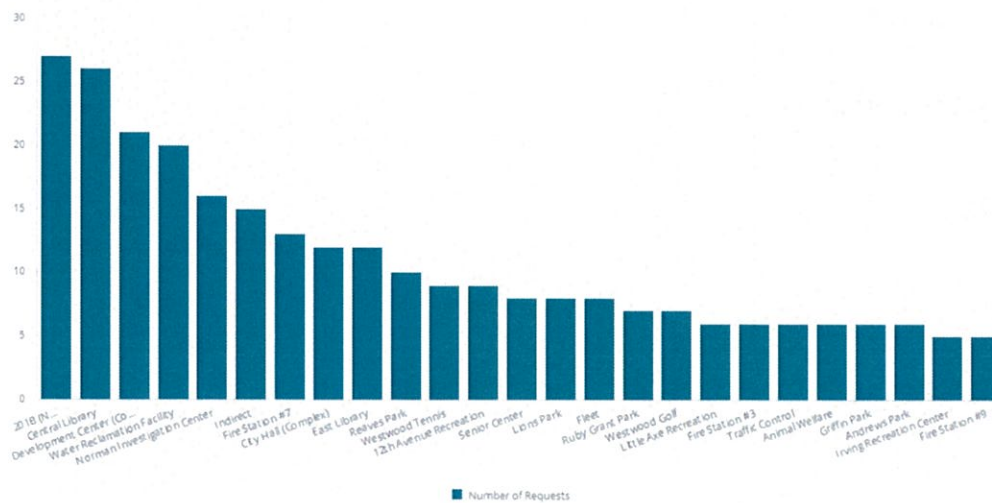
Requests by Type



Requests by Current Status



Requests by Building



## Work Summary

### PM & Work Requests by Current State

Completed: 238

### PM & Work Requests Assigned by User

Bill S.: 27 – 11%

Brian J.: 38 – 16%

Don A.: 31 – 13%

Jeff L.: 55 – 23%

Jerry W.: 30 – 13%

Robert B.: 49 – 21%

Jason M.: 1

Kathy L.: 1

Tara K.: 7

### PM & Work Requests by Type

Administrative: 6 – 2%

Custodial: 2 – 1%

Electrical: 56 – 24%

General Maintenance: 34 – 14%

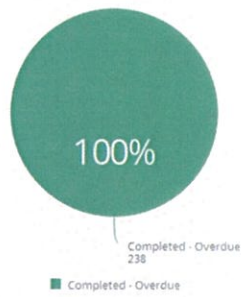
HVAC: 78 – 33%

Plumbing: 54 – 23%

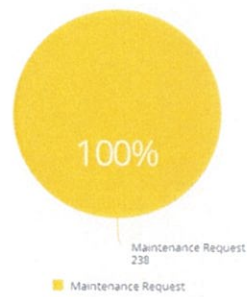
Roofs: 8 – 3%



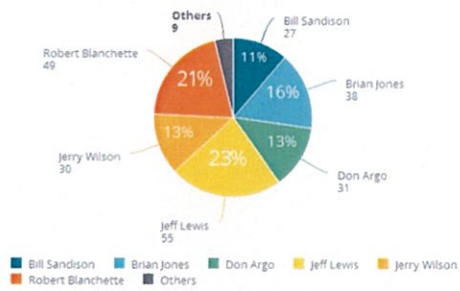
PM and Work Requests By Current State



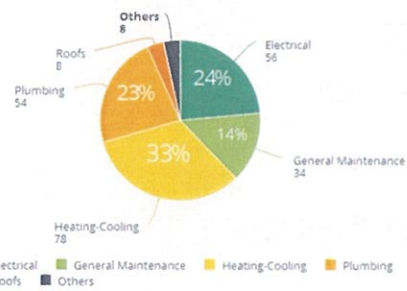
Requests By Module



PM and Work Requests Assigned By User



PM and Work Requests By Type



## Team Performance

### Assigned Requests by User

Bill S.: 27 – 11%

Brian J.: 39 – 15%

Don A.: 35 – 14%

Jeff L.: 59 – 23%

Jerry W.: 31 – 12%

Robert B.: 52 – 21%

Jason M.: 1

Kathy L.: 1

Tara K.: 7

## Labor Hours by User

Bill S.: 146 – 14%

Brian J.: 150 -- 14%

Don A.: 112 – 11%

Jason M.: 135 – 13%

Jeff L.: 140.5 – 13%

Jerry W.: 136 – 13%

Kathy L.: 96 – 9%

Robert B.: 150.5 – 14%

## Labor Hours by Building

12<sup>th</sup> Ave Recreation Center: 22.5

201A (Complex): 0

201B (NPD – Complex): 37

201C (Complex): 2

718 N. Porter: 0

Andrews Park: 3

Animal Welfare: 9

Central Library: 46

City Hall (Complex): 18

Compactors: 0

Compost Facility: 0

Container Maintenance: 0

Development Center: 36.5

East Library: 18

Environmental Services: 0

Facility Maintenance: 0

Fire Administration: 0

Fire Station #1: 0

Fire Station #2: 5.5

Fire Station #3: 8

Fire Station #4: 3

Fire Station #5: 3

Fire Station #6: 4

Fire Station #7: 22.5

Fire Station #8: 2

Fire Station #9: 7

Firehouse Art: 7

Fleet: 3

Griffin Park: 1

Household Hazardous Waste: 0

\*Indirect: 408.5

Irving Recreation: 16

Legacy Park: 17

Lift Stations: 0

Line Maintenance: 0

Lions Memorial Park: 0

Lions Park: 10

Little Axe Rec Center: 12

Moore-Lindsay Historic House Museum: 0

N. E. Lions Park: 1

Neighborhood Parks: 7

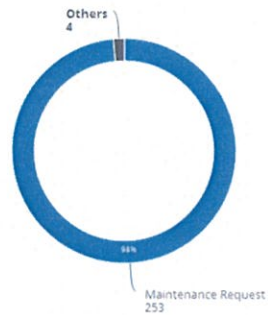
Norman Investigation Center: 20

Parks Maintenance: 2.5  
Radio Towers: 8  
Reaves Garden Center: 40  
Reaves Park: 48  
Rotary Park: 10.5  
Ruby Grant Park: 9  
Sanitation: 2  
Santa Fe Depot: 1  
Senior Center: 20.5  
Shooting Range (NPD): 7  
Sooner Theater: 2  
Special Operations (NPD): 2  
Stormwater: 0  
Streets: 21  
Traffic Control: 10  
Transfer Station: 1  
Transit/EVT: 4.5  
Warming Shelter: 6  
Water Reclamation Facility: 55  
Water Towers: 0  
Water Treatment Plant: 10  
Westwood Golf: 8.5  
Westwood Pool: 12  
Westwood Tennis: 17.5  
Whittier Recreation Center: 14.5  
YFAC: 1

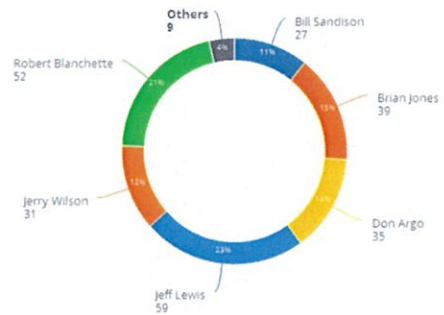
Total Labor Hours  
**1,066**  
Total Labor Cost \$31,644.33

Average Response Time (Days)  
**0.41**  
Average Resolution Time (Days) 2.97

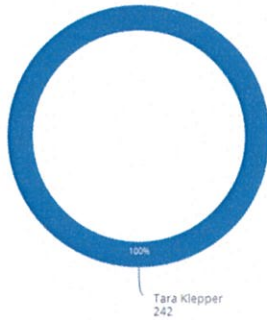
Requests by Module



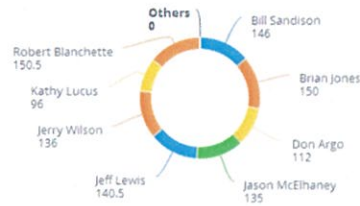
Assigned Requests by User



Resolutions by User



Labor Hours by User



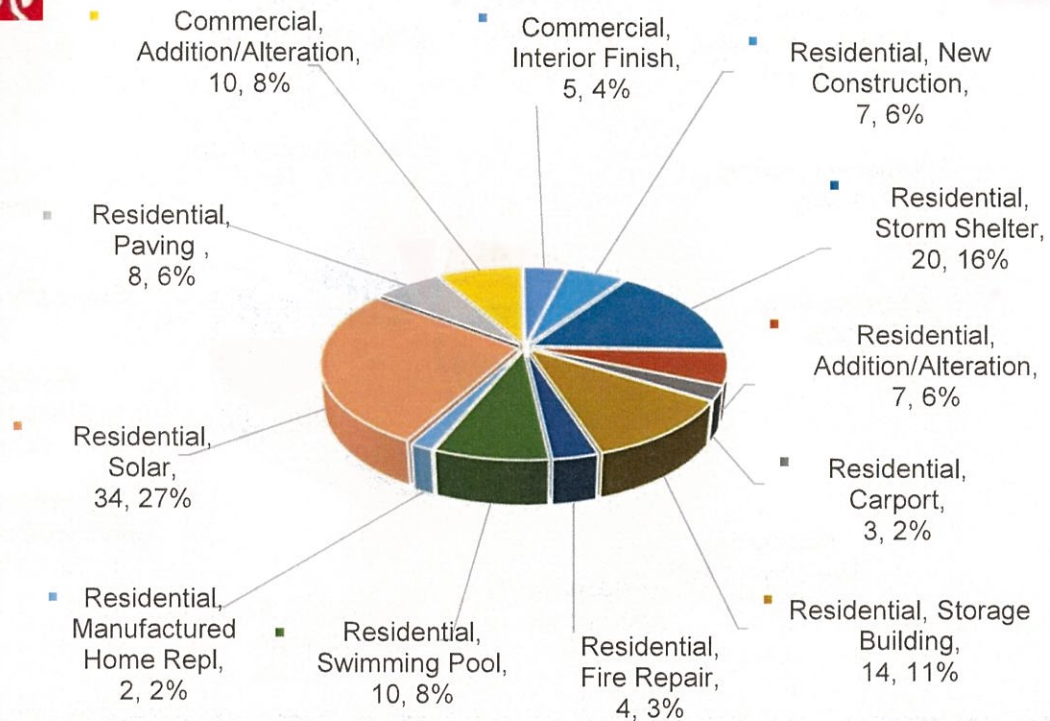
Labor Hours by Building



**PLANNING AND COMMUNITY DEVELOPMENT 10**



# **CITY OF NORMAN** **DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY** **JULY 2023 REPORT**

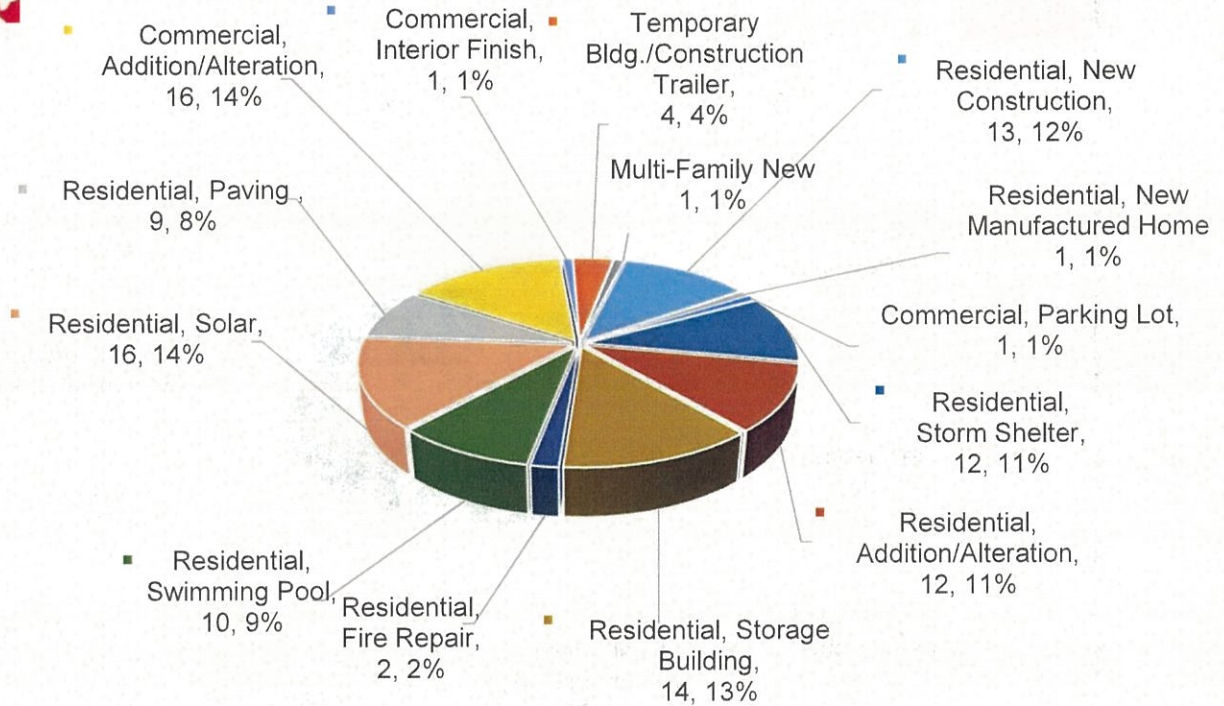


Permit Type		Valuation
Residential, New Construction	7	\$ 2,597,440
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	0	\$ -
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	0	\$ -
Residential, Storm Shelter	20	\$ 93,565
Residential, Addition/Alteration	7	\$ 220,334
Residential, Carport	3	\$ 13,651
Residential, Storage Building	14	\$ 427,619
Residential, Fire Repair	4	\$ 632,058
Residential, Swimming Pool	10	\$ 861,528
Residential, Manufactured Home Repl	2	\$ 144,000
Residential, Solar	34	\$ 1,053,599
Residential, Paving	8	\$ 46,600
Commercial, Addition/Alteration	10	\$ 2,169,223
Commercial, Interior Finish	5	\$ 1,032,000
Commercial, Fire Repair	0	\$ -
Commercial, Foundation	0	\$ -
Temporary Bldg./Construction Trailer	0	\$ -
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	0	\$ -
Group Quarters	0	\$ -
	<b>124</b>	<b>\$ 9,291,617</b>





# CITY OF NORMAN DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY JULY 2022 REPORT



Permit Type			Valuation
Residential, New Construction	13		\$ 9,540,660
Residential Duplex, New Construction	0		\$ -
Residential, New Manufactured Home	1		\$ 40,000
Commercial, New Construction	0		\$ -
Commercial, Parking Lot	1		\$ 13,000
Commercial, Shell Building	0		\$ -
Residential, Storm Shelter	12		\$ 113,335
Residential, Addition/Alteration	12		\$ 1,124,881
Residential, Carport	0		\$ -
Residential, Storage Building	14		\$ 578,331
Residential, Fire Repair	2		\$ 235,537
Residential, Swimming Pool	10		\$ 903,129
Residential, Manufactured Home Repl	0		\$ -
Residential, Solar	16		\$ 484,079
Residential, Paving	9		\$ 87,282
Commercial, Addition/Alteration	16		\$ 571,500
Commercial, Interior Finish	1		\$ 50,000
Commercial, Fire Repair	0		\$ -
Commercial, Foundation	0		\$ -
Temporary Bldg./Construction Trailer	4		\$ 13,500
Multi-Family, New	1		\$ 800,000
Multi-Family, Addition/Alteration	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	0		\$ -
Group Quarters	0		\$ -
	112		\$ 14,555,234





**CITY OF NORMAN**  
**Building Permit Activity-JULY 2023**

	DESCRIPTION	2023 YEAR TO-DATE	VALUATION	2022 TOTALS	2022 TOTAL VALUATION
RESIDENTIAL	Residential, New Construction.....	207	76,244,693	559	\$ 171,447,259
	Residential Duplex, New Construction.....	4	754,880	2	\$ 400,000
	Residential, New Manufactured Home.....	4	820,625	2	\$ 65,000
	Residential, Storm Shelter.....	270	1,091,298	307	\$ 1,174,221
	Residential, Addition/Alteration.....	68	4,468,140	185	\$ 11,219,201
	Residential, Carport.....	22	132,090	4	\$ 73,710
	Residential, Storage Building.....	78	2,923,708	141	\$ 4,708,996
	Residential, Fire Repair.....	22	1,913,613	31	\$ 1,558,116
	Residential, Swimming Pool.....	62	5,492,172	145	\$ 9,332,054
	Residential, Manufactured Home Replacement	3	183,990	7	\$ 582,151
	Residential, Solar.....	154	4,946,226	16	\$ 461,303
	Residential, Paving.....	53	610,997	111	\$ 1,737,557
	Multi-Family, New Construction 3+ Family.....	2	4,950,000	1	\$ 750,000
	Multi-Family, Addition/Alteration.....	32	440,016	2	\$ 16,000
	Multi-Family, Foundation.....	1	50,000	3	\$ 170,000
	Multi-Family, Fire Repair.....	0	0	13	\$ 284,798
	Group Quarters.....	0	0	0	\$ -
	<b>TOTAL</b>	<b>982</b>	<b>\$ 105,022,448</b>	<b>1538</b>	<b>\$ 226,210,366</b>
NON-RESIDENTIAL	Commercial, New Construction.....	18	27,338,000	51	\$ 263,453,985
	Commercial, Parking Lot.....	3	216,700	7	\$ 682,640
	Commercial, New Shell Building.....	1	750,000	11	\$ 9,242,000
	Commercial, Addition/Alteration.....	77	49,069,081	143	\$ 45,783,076
	Commercial, Interior Finish.....	13	2,771,750	40	\$ 3,374,700
	Commercial, Fire Repair.....	4	2,375,000	8	\$ 888,000
	Commercial, New Foundation.....	2	1,805,000	7	\$ 10,740,000
	Commercial, Temporary Bldg./Const Trailer....	20	240,980	29	\$ 351,391
	<b>TOTAL</b>	<b>138</b>	<b>\$ 84,566,511</b>		<b>\$ 334,515,792</b>
OTHER ACTIVITY	Electrical Permits.....	1,091		1663	
	Heat/Air/Refrigeration Permits.....	1,176		1405	
	Plumbing and Gas Permits.....	1,224		1891	
	Sign Permits.....	249		475	
	Water Well Permits.....	22		44	
	Garage Sale Permits.....	460		782	
	Structure Moving Permits.....	17		16	
	Demo-Residential Permits.....	22		31	
	Demo-Non-Residential Permits.....	4		10	
	Temp. Const. Bldgs. & Roll-off Permits.....	106		173	
	Lot Line Adjustments Filed.....	6		25	
	Certificate of Occupancy (CO).....	755		1070	
	All Field Inspections.....	18,193		27583	
	Net Residential Demos & Removals.....	-24			
<b>TOTAL VALUATION</b>			<b>\$ 189,588,959</b>		<b>\$ 560,726,158</b>
Development Services Division   225 N. Webster Ave.   Norman, OK 73069   (405) 366-5339					



City of Norman  
BUILDING PERMITS AND INSPECTIONS

Issued July 2023- Sorted by Permit Type

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Post Dir	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT	COMANCHE CONSTRUCTION, LLC.	TIMBER CREEK FELLOWSHIP	1020	7/11/2023	4600		36TH	AVE		1	1	NORTHAVEN CHURCH ADDITION	R1	\$ 150,000	4414
COMMERCIAL, ADD/ALT	SAGEMILL CONSTRUCTION, LLC.	CLEVELAND COUNTY CHILD WELFARE	1794	7/13/2023	3260		MARSHALL	AVE		3A	1	SUNDANCE PARK	CO	\$ 100,000	5303
COMMERCIAL, ADD/ALT	TCS CONSTRUCTION	HILAND DAIRY	2165	7/19/2023	302	S	PORTER	AVE		1	25	NORMAN ORIGINAL TOWNSHIP	I1	\$ 350,000	485
COMMERCIAL, ADD/ALT	SUN CONSTRUCTION SERVICES	NORMAN REGIONAL HOSPITAL	2330	7/19/2023	3300		HEALTHPLEX	PKY		29A	2	NSH MEDICAL PARK WEST #2	PUD	\$ 100,000	290
COMMERCIAL, ADD/ALT	LEASEE (TEWANT)	KRAVE TERRYAKI	2407	7/14/2023	1808	W	LINSEY	ST		7	A	HILLTOP ADD	C2	\$ 50,000	500
COMMERCIAL, ADD/ALT	HOOVER CONSTRUCTION	BURLINGTON STORES, INC.	2631	7/28/2023	520		ED NOBLE	PKWY		1	1	PARKWAY PLAZA ADD	C2	\$ 900,000	24605
COMMERCIAL, ADD/ALT	PRECISION BUILDERS, LLC.	36TH NORTH OFFICES	2652	7/6/2023	2801		36TH	AVE	NW	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 33,750	1350
COMMERCIAL, ADD/ALT	PRECISION BUILDERS, LLC.	36TH NORTH OFFICES	2663	7/6/2023	2801		36TH	AVE	NW	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 46,425	1857
COMMERCIAL, ADD/ALT	CAVINS CONSTRUCTIONS, LLC.	SAVVY	2666	7/6/2023	761		ASP	AVE		53	2	LARSH'S UNIVERSITY ADD	C3	\$ 35,032	100
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	DHS	2997	7/12/2023	303	E	COMANCHE	ST		26	23	NORMAN ORIGINAL TOWNSHIP	C3	\$ 404,016	5144
COMMERCIAL, INTERIOR FINISH	BLUE JAY CONSTRUCTION, LLC.	GUGDEL AESTHETICS MEDICAL OFFICE	2132	7/12/2023	3501		24TH	AVE	NW	2	1	UNIVERSITY NORTH PARK PROF. CTR	PUD	\$ 175,000	1843
COMMERCIAL, INTERIOR FINISH	MILLER-TIPPENS CONSTRUCTION	EDGE BALLY, LLP	2358	7/6/2023	3501		24TH	AVE	NW	2	1	UNIVERSITY NORTH PARK PROF. CTR	PUD	\$ 185,000	1619
COMMERCIAL, INTERIOR FINISH	COMSERV CONSTRUCTION, LLC.	INTERGRIS HEALTH URGENT CARE	2473	7/17/2023	3075		CLASSEN	BLVD		1C	1	SOUTH LAKE ADD #1	C3	\$ 580,000	2399
COMMERCIAL, INTERIOR FINISH	PRECISION BUILDERS, LLC.	36TH NORTH OFFICES	2660	7/6/2023	2801		36TH	AVE	NW	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 42,000	1200
COMMERCIAL, INTERIOR FINISH	PRECISION BUILDERS, LLC.	36TH NORTH OFFICES	2651	7/6/2023	2801		36TH	AVE	NW	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 50,000	1405

TOTAL PERMITS	15				AVERAGE VALUATION	\$ 213,415						AVERAGE PROJECT AREA		3,501	
					TOTAL VALUATION	\$ 3,201,223						TOTAL PROJECT AREA		52,515	

Permit Type	Valuation	Building Size (SF)	Use/Classification	Business
Commercial, New Construction	\$ -	-		
Commercial, Parking Lot	\$ -	-		
Commercial, Shell Building	\$ -	-		
Commercial, Addition/Alteration	\$ 2,169,223	2,169,223		
Commercial, Interior Finish	\$ 1,032,000	1,032,000		
Commercial, Fire Repair	\$ -	-		
Commercial, Foundation	\$ -	-		
Temporart Bldg/Construction Trailer	\$ -	-		
TOTAL	\$ 3,201,223	3,201,223		





City of Norman  
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS  
Issued July 2023 - Sorted by Permit Type

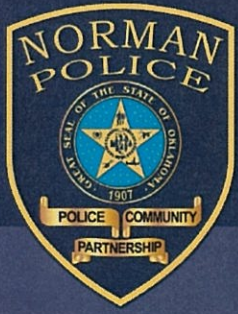
Permit Type	Contractor	Permit	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area	KW
1.6.2 FAMILY STORM SHELTER	OZ SAFEROOMS	3016	7/6/2023	WYANDOTTE	WAY	7	9	WILDWOOD GREEN #2	\$ 9,575	25	
1.6.2 FAMILY STORM SHELTER	LANDMARK FINE HOMES, LP	3091	7/6/2023	HARDY	DR	8	4	SPRINGS AT FLINT HILLS SEC #1	\$ 4,000	24	
1.6.2 FAMILY STORM SHELTER	OZ SAFEROOMS	3094	7/6/2023	EDGEWATER	DR	10	3	EAST RIDGE ADD #19	\$ 7,850	18	
1.6.2 FAMILY STORM SHELTER	OZ SAFEROOMS	3096	7/6/2023	GEORGE L CROSS	DR	7	2	JENNINGS ESTATES #1	\$ 7,850	18	
1.6.2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	3144	7/6/2023	RIDGEFIELD	DR	32	1	HAWTHORNE PLACE ADD	\$ 3,000	35	
1.6.2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	3150	7/13/2023	CARNOUSTIE	DR	5	2	CASCADE ESTATES PUD #4	\$ 3,900	35	
1.6.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	3152	7/13/2023	LYRIC	ST	7	3	SOUTH LAKE ADD #1	\$ 2,995	32	
1.6.2 FAMILY STORM SHELTER	STORM SAFE	3167	7/6/2023	MIDLAND	DR	9	3	WESTERN VIEW #1	\$ 3,800	24	
1.6.2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	3169	7/7/2023	BLACK MESA	RD	19	3	RED CANYON RANCH SEC 7	\$ 3,300	20	
1.6.2 FAMILY STORM SHELTER	PREFERRED SHELTERS	3182	7/11/2023	133RD	PL	10	1	DEER CREEK ESTATES	\$ 3,700	48	
1.6.2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	3186	7/7/2023	WALNUT	RD	9	1	OAK BROOK ESTATES	\$ 4,000	32	
1.6.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	3193	7/7/2023	SUMMIT CROSSING	PKY	12	2	SUMMIT LAKES ADD #11	\$ 3,695	24	
1.6.2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	3215	7/11/2023	LYNFORD	LN	6	13	BELLATONA SEC #1	\$ 4,500	35	
1.6.2 FAMILY STORM SHELTER	HAUSNERS PRECAST CONCRETE	3218	7/13/2023	MIDLAND	DR	11	6	WESTERN VIEW #2	\$ 9,400	140	
1.6.2 FAMILY STORM SHELTER	TABER BUILT HOMES, LLC	3312	7/25/2023	ZAYDEN	LN	9	17	CEDAR LAKE SEC #3	\$ 2,400	21	
1.6.2 FAMILY STORM SHELTER	TABER BUILT HOMES, LLC	3313	7/25/2023	ZAYDEN	LN	8	17	CEDAR LAKE SEC #3	\$ 2,500	21	
1.6.2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	3336	7/19/2023	PORTLAND	CT	3	11	CAMBRIDGE ADD	\$ 3,900	35	
1.6.2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	3374	7/25/2023	TYLER	DR	16	1	ALAMEDA PARK ADD #3	\$ 3,900	35	
1.6.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	3406	7/24/2023	AMHURST	AVE	33	10	OAKHURST ADD SEC 04	\$ 4,800	42	
1.6.2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	3414	7/26/2023	COMANCHE	ST	6	1	MCNAMEE ADD	\$ 4,500	35	
1.6.2 FAMILY, ADD OR ALTER	J.A.M. CONSTRUCTION	3082	7/3/2023	FRIFLEY	DR	15	1	FROST CREEK ADD.	\$ 10,000	202	
1.6.2 FAMILY, ADD OR ALTER	OWNER	3118	7/10/2023	ALAMEDA	ST	36	2W	NOT SUBDIVIDED	\$ 50,000	1550	
1.6.2 FAMILY, ADD OR ALTER	405 DECKS	3134	7/24/2023	TRAILVIEW	DR	13	1	TRAILS ADD #2	\$ 20,334	330	
1.6.2 FAMILY, ADD OR ALTER	OWNER	3341	7/21/2023	MILLER	AVE	1	18	CLASSEN-MILLER ADDITION	\$ 50,000	126	
1.6.2 FAMILY, ADD OR ALTER	OWNER	3348	7/21/2023	EMELYN	ST	1	18	CLASSEN-MILLER ADDITION	\$ 50,000	100	
1.6.2 FAMILY, ADD OR ALTER	HERITAGE PERGOLAS & PATIOS LLC	3364	7/28/2023	MAIN	ST	15	54	NORMAN, ORIGINAL TOWNSHIP	\$ 30,000	311	
1.6.2 FAMILY, ADD OR ALTER	EXPRESS SUNROOMS	3366	7/26/2023	TIMBERBROOK	DR	4	13	VINTAGE CREEK ADDITION	\$ 10,000	400	
1.6.2 FAMILY, CARPORT	KAPHAR ROOFING & CONSTRUCTION	2829	7/26/2023	KANSAS	ST	29	2	WESTFIELD MANOR ADDITION	\$ 6,800	480	
1.6.2 FAMILY, CARPORT	BETTER BARNS	3149	7/25/2023	BARLEY	AVE	23	5	BEL-AIRE ADD SEC 1	\$ 5,242	490	
1.6.2 FAMILY, CARPORT	S & S CONSTRUCTION	3378	7/25/2023	FAY	AVE	16	19	HIGHLAND ADDITION	\$ 1,609	240	
1.6.2 FAMILY, PAVING	A & L CONCRETE	3177	7/10/2023	SONORA	LN	1	4	LITTLE RIVER TRAILS SEC #3	\$ 4,200	232	
1.6.2 FAMILY, PAVING	OWNER	3199	7/18/2023	CROSSROADS	BLVD	6	2	CROSSROADS WEST #6	\$ 9,000	938	
1.6.2 FAMILY, PAVING	MARTINEZ MACIAS SERVICES, LLC	3285	7/20/2023	DAKOTA	ST	19	2	SUNSET ADDITION	\$ 4,000	800	
1.6.2 FAMILY, PAVING	OWNER	3334	7/20/2023	VALLEY MEADOW	ST	11	9	SUMMIT VALLEY	\$ 2,500	420	
1.6.2 FAMILY, PAVING	FELKINS CONCRETE	3345	7/26/2023	KEITH	ST	6	1	CLASSEN-MILLER ADDITION	\$ 7,000	1500	
1.6.2 FAMILY, PAVING	OWNER	3365	7/25/2023	OLD CENTRAL	DR	3	1	EAST RIDGE ADD #11	\$ 3,500	88	
1.6.2 FAMILY, PAVING	GDM CONSTRUCTION	3396	7/31/2023	KENWOOD	DR	3	1	SONOMA PARK #2	\$ 7,200	703	
1.6.2 FAMILY, PAVING	OWNER	3462	7/31/2023	ROSEWOOD	DR	12	4	WESTWOOD ESTATES	\$ 9,200	1638	
1.6.2 FAMILY, REPAIR	OKLAHOME HOMEBUILDERS	2697	7/24/2023	ALAMEDA	ST	25	2W	NOT SUBDIVIDED	\$ 116,500	3665	
1.6.2 FAMILY, REPAIR	REROOF AMERICA CONTRACTORS LLC	3008	7/19/2023	LEEDS	LN	1	5	EAST RIDGE ADD #17	\$ 132,779	1266	
1.6.2 FAMILY, REPAIR	S.H. VAUGHN CONSTRUCTION	3054	7/19/2023	HIGHLAND HILLS	DR	6	1	HIGHLAND HILLS #5	\$ 250,000	1100	
1.6.2 FAMILY, REPAIR	REROOF AMERICA CONTRACTORS LLC	3058	7/27/2023	LEEDS	LN	1	5	EAST RIDGE ADD #17	\$ 132,779	1266	
1.6.2 FAMILY, SOLAR	GREEN LIGHT SOLAR	2500	7/3/2023	MONTANE	DR	5	3	GREENLEAF TRAILS ADD 9	\$ 25,596	6	
1.6.2 FAMILY, SOLAR	J & R ELECTRIC	2855	7/3/2023	TOGA	CIR	6	2	SEOLYVAH TRAILS ADD	\$ 36,909	7	
1.6.2 FAMILY, SOLAR	ADT SOLAR	2937	7/5/2023	WEYMOUTH	WAY	18	1	WOODLAKE ESTATES	\$ 5,000	3	
1.6.2 FAMILY, SOLAR	AVVIO SERVICES LLC	3019	7/10/2023	RIDGEFIELD	PKY	4	5	SUMMIT LAKES ADD #11	\$ 36,802	7	
1.6.2 FAMILY, SOLAR	VYVUE LLC	3103	7/3/2023	CEDARCREST	ST	13	2	HAWTHORNE PLACE ADD	\$ 24,600	8	
1.6.2 FAMILY, SOLAR	ION DEVELOPER LLC DBA ION SOLA	3104	7/5/2023	HAZELWOOD	DR	5	2	SHADOWLAKE ADD	\$ 14,749	3	
1.6.2 FAMILY, SOLAR	ION DEVELOPER LLC DBA ION SOLA	3105	7/5/2023	DAYFLOWER	LN	36	2	WOODCREEK ADD	\$ 3,360	5	
1.6.2 FAMILY, SOLAR	ION DEVELOPER LLC DBA ION SOLA	3108	7/5/2023	MIDLAND VALLEY	ST	6	2	POPPY GROVE SEC 2	\$ 3,080	4	
1.6.2 FAMILY, SOLAR	VYVUE LLC	3109	7/3/2023	RED CEDAR	WAY	3	2	GREENLEAF TRAILS ADD 1	\$ 6,440	9	
1.6.2 FAMILY, SOLAR	VYVUE LLC	3131	7/3/2023	KARA	CT	19	2	GREENLEAF TRAILS ADD 10	\$ 16,111	4	
1.6.2 FAMILY, SOLAR	ANOVA HOME	3132	7/3/2023	BURKHIRE	TER	56	3	CKSTLAND ESTATES 2ND	\$ 62,200	18	
1.6.2 FAMILY, SOLAR	GREEN LIGHT SOLAR	3142	7/11/2023	PECAN	AVE	13	3	ROCK CREEK POLO CLUB #3	\$ 28,344	9	
1.6.2 FAMILY, SOLAR	GREEN LIGHT SOLAR	3156	7/11/2023	WOODBRAR	DR	4	5	SOUTHERN HILLS ADD	\$ 21,706	7	
1.6.2 FAMILY, SOLAR	LUMIO HX, INC	3220	7/12/2023	CENTRAL	PKWY	26	7	WOODCREST EST #4	\$ 17,847	6	
1.6.2 FAMILY, SOLAR	LUMIO HX, INC	3221	7/12/2023	ASHWOOD	LN	13	1	PARK PLACE ADD #6	\$ 38,207	9	
1.6.2 FAMILY, SOLAR	LUMIO HX, INC	3222	7/12/2023	WESTWOOD	DR	14	5	HALL PARK #1	\$ 31,693	5	
1.6.2 FAMILY, SOLAR	NWO SOLAR	3235	7/17/2023	SUMMIT BEND	DR	6	1	WESTWOOD ESTATES NORTH ADD	\$ 68,344	15	

1 & 2 FAMILY, SOLAR	3236	7/17/2023	600	SUMMIT PARK	CT	1	6	SUMMIT LAKES ADD #6	R1	\$	41,586	9
1 & 2 FAMILY, SOLAR	3237	7/17/2023	1505	PEACH TREE	LN	8	3	EAST RIDGE ADD	R1	\$	36,204	5
1 & 2 FAMILY, SOLAR	3238	7/17/2023	400	SUMMIT BEND	DR	24	3	SUMMIT LAKES ADD #6	R1	\$	37,158	7
1 & 2 FAMILY, SOLAR	3239	7/17/2023	312	WATERFRONT	DR	16	2	ROYAL OAKS ADD #3	R1	\$	37,158	7
1 & 2 FAMILY, SOLAR	3252	7/14/2023	219	DUFFY	ST	33	12	CLASSEN-MILLER ADDITION	R1	\$	12,315	2
1 & 2 FAMILY, SOLAR	3257	7/17/2023	1119	SIENA SPRINGS	DR	4	2	SIENA SPRINGS ADD #1	R1	\$	39,940	7
1 & 2 FAMILY, SOLAR	3258	7/17/2023	3101	STONE CREEK	DR	3	1	STONE LAKE	R1	\$	36,204	5
1 & 2 FAMILY, SOLAR	3288	7/17/2023	624	RIDGE LAKE	BLVD	6	2	SUMMIT LAKES ADD #7	R1	\$	32,262	13
1 & 2 FAMILY, SOLAR	3332	7/12/2023	4016	WOOD CASTLE	ST	18	3	SUMMIT LAKES ADD #1	R1	\$	23,200	8
1 & 2 FAMILY, SOLAR	3353	7/21/2023	208	WILDERNESS	DR	10	5	CATTLE CROCK ADD #2	R1	\$	16,421	6
1 & 2 FAMILY, SOLAR	3362	7/21/2023	2816	BROMPTON	PKY	5	4	BERKELEY ADD	RM6	\$	17,889	22
1 & 2 FAMILY, SOLAR	3371	7/25/2023	501	GREENS	PKY	12	1	HIGHLAND VILLAGE ADD SEC.10	RM6	\$	50,478	16
1 & 2 FAMILY, SOLAR	3402	7/26/2023	1313	BROOKSIDE	DR	10	2	SUTTON WOOD	R1	\$	58,724	16
1 & 2 FAMILY, SOLAR	3409	7/28/2023	1621	CREEDKALE	DR	6	2	SUMMIT ADD	RM6	\$	55,786	9
1 & 2 FAMILY, SOLAR	3410	7/28/2023	1815	RED PRIOR	RD	1	5	CEDAR LAKE SEC #2	R1	\$	50,000	8
1 & 2 FAMILY, SOLAR	3411	7/28/2023	1815	LAKEHURST	DR	10	19	DAKHURST ADD #06	PUD	\$	30,682	8
1 & 2 FAMILY, STORAGE BLDG	1699	7/19/2023	512	LEGACY	CT	30	4	VINTAGE CREEK ADDITION	PUD	\$	50,000	1500
1 & 2 FAMILY, STORAGE BLDG	2376	7/27/2023	15300	FRANKLIN	RD	5	1E	PEERLY ESTATES COS 2021-1	A2	\$	30,000	3000
1 & 2 FAMILY, STORAGE BLDG	2914	7/13/2023	3905	STERLING	ST	15	2	MARLATT ADD	R1	\$	120,000	1365
1 & 2 FAMILY, STORAGE BLDG	3039	7/13/2023	3309	WALWINET	WAY	3	9	VINEYARD PHASE III	R1	\$	6,000	196
1 & 2 FAMILY, STORAGE BLDG	3056	7/19/2023	12750	TECUMSEH	RD	13	1W	LAGESIDE ESTATES (SURVEY)	A2	\$	40,000	1200
1 & 2 FAMILY, STORAGE BLDG	3090	7/13/2023	4444	TECUMSEH	RD	14	2W	NOT SUBDIVIDED	A2	\$	17,000	1500
1 & 2 FAMILY, STORAGE BLDG	3155	7/10/2023	15171	FRANKLIN	RD	5	1E	NOT SUBDIVIDED	A2	\$	40,000	1500
1 & 2 FAMILY, STORAGE BLDG	3203	7/14/2023	8809	RIDGEVIEW	DR	11	1	TIMBERLAKE ESTATES	RE	\$	18,849	1200
1 & 2 FAMILY, STORAGE BLDG	3246	7/19/2023	5390	72ND	AVE	19	1W	CEDAR WOOD UNRECORDED	A2	\$	20,000	1440
1 & 2 FAMILY, STORAGE BLDG	3315	7/20/2023	10701	BETHEL	AVE	27	1W	NOT SUBDIVIDED	A2	\$	7,500	1280
1 & 2 FAMILY, STORAGE BLDG	3355	7/27/2023	1500	MOHAWK	RD	16	1E	INDIAN HILLS ESTATES #2	RE	\$	16,251	2100
1 & 2 FAMILY, STORAGE BLDG	3369	7/27/2023	625	FINLAY	AVE	29	2W	NOT SUBDIVIDED	R1	\$	26,500	720
1 & 2 FAMILY, STORAGE BLDG	3376	7/13/2023	715	NANCY LYNN	TER	4	1	UNIVERSAL HEIGHTS 2ND ADD	R1	\$	10,519	240
1 & 2 FAMILY, STORAGE BLDG	3407	7/13/2023	10701	BETHEL	RD	27	1W	NOT SUBDIVIDED	A2	\$	25,000	1800
1 & 2 FAMILY, SWIMMING POOL	2435	7/10/2023	3007	MARIGOLD	TRL	17	2	TRAILS ADD #3	R1	\$	90,000	1300
1 & 2 FAMILY, SWIMMING POOL	3136	7/13/2023	617	TIMBERBROOK	DR	1	13	VINTAGE CREEK ADDITION	PUD	\$	70,000	825
1 & 2 FAMILY, SWIMMING POOL	3160	7/10/2023	7403	SPRING VIEW	DR	7	1	VISTA SPRINGS ESTATES ADD 2	RE	\$	116,000	1163
1 & 2 FAMILY, SWIMMING POOL	3216	7/18/2023	2005	SPRUCY	DR	25	1	THE TROPHY CLUB	R1	\$	120,630	1412
1 & 2 FAMILY, SWIMMING POOL	3246	7/18/2023	1408	SPRUCY	DR	13	9	COLLEGE MANOR	R1	\$	4,000	240
1 & 2 FAMILY, SWIMMING POOL	3314	7/20/2023	708	FOX HOLLOW	DR	8	2	VINTAGE CREEK ADDITION	PUD	\$	119,418	767
1 & 2 FAMILY, SWIMMING POOL	3322	7/26/2023	1019	VILLAFERDE	CIR	134	1	MONTORO RIDGE SEC. #2	PUD	\$	94,000	1400
1 & 2 FAMILY, SWIMMING POOL	3323	7/26/2023	632	SEDONA	DR	20	2	RED CANYON RANCH SEC 5	PUD	\$	65,000	645
1 & 2 FAMILY, SWIMMING POOL	3325	7/19/2023	3130	FINLEY	DR	16	2	FROST CREEK ADD.	PUD	\$	125,980	1800
1 & 2 FAMILY, SWIMMING POOL	3380	7/24/2023	11711	LINDSEY	ST	35	1W	NOT SUBDIVIDED	A2	\$	56,500	1525
1 FAMILY, MANUF HOME REPLACE	3077	7/17/2023	15906	LOLA	RD	3	3	LITTLE AXE ACRES	RE	\$	65,000	1332
1 FAMILY, MANUF HOME REPLACE	3292	7/20/2023	5351	120TH	AVE	24	1W	SILVER RIDGE ESTATES	A2	\$	79,000	960
1 FAMILY, NEW CONSTRUCTION	1686	7/25/2023	622	GRAY	ST	21	51	NORMAN - ORIGINAL TOWNSHIP	R1	\$	7,000	2201
1 FAMILY, NEW CONSTRUCTION	3092	7/15/2023	3702	DUSTY	DR	8	4	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$	510,000	3341
1 FAMILY, NEW CONSTRUCTION	3120	7/16/2023	4303	ZAYDEN	TRL	10	3	GLENRIDGE SEC. #3	POD	\$	478,000	3374
1 FAMILY, NEW CONSTRUCTION	3309	7/25/2023	1730	ZAYDEN	LN	8	17	CEDAR LAKE SEC #3	R1	\$	420,000	2790
1 FAMILY, NEW CONSTRUCTION	3310	7/25/2023	1730	ZAYDEN	LN	9	17	CEDAR LAKE SEC #3	R1	\$	373,000	3200
1 FAMILY, NEW CONSTRUCTION	3346	7/25/2023	1012	VILLAFERDE	CIR	15	1	MONTORO RIDGE SEC. #2	PUD	\$	600,000	4284
1 FAMILY, NEW CONSTRUCTION	3200	7/17/2023	630	RED CEDAR	WAY	6	4	GREENLEAF TRAILS ADD 12	PUD	\$	209,440	2333
TEMPORARY ROLL-OFF, OTHER	2951	7/7/2023	1801	PORTER	AVE	1	1	NORMAN 1ST CHURCH OF NAZARENE	R1	\$	-	40
TEMPORARY ROLL-OFF, OTHER	3165	7/16/2023	3300	STEAMBOAT	WAY	1	1	ASPEIN HEIGHTS NORMAN, 1ST ADD	PUD	\$	-	0
TEMPORARY ROLL-OFF, OTHER	3213	7/11/2023	3301	12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$	-	0
TEMPORARY ROLL-OFF, OTHER	3232	7/11/2023	900	LINDSEY	ST	2	2	BOYD VIEW #2	PUD	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3164	7/16/2023	625	FINLAY	AVE	29	2W	NOT SUBDIVIDED	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3179	7/16/2023	1215	DAKOTA	ST	8	1	SUNSET ADDITION	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3278	7/13/2023	205	36TH	AVE	26	2W	NOT SUBDIVIDED	A2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3293	7/14/2023	1612	HIGH MEADOWS	DR	13	15	HIGH MEADOWS ADD	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	3463	7/27/2023	949	BARNY	CIR	13	2	HIGH BAY ADD	R1	\$	-	0

Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts
Residential, New Construction	7		\$ 2,597,440	ROLL OFF PERMITS	Count=16
Residential Duplex, New Construction	0		\$ -		
Residential, New Manufactured Home	0		\$ -		
Residential, Storm Shelter	20		\$ 93,565		
Residential, Addition/Alteration	7		\$ 220,334		
Residential, Carport	3		\$ 13,651	DEMO-RESIDENTIAL	
Residential, Storage Building	14		\$ 427,619	1900 Old Central Dr.	
Residential, Fire Repair	4		\$ 632,058	218 S. Lahoma Ave.	
Residential, Swimming Pool	10		\$ 861,528	2005 Cloverdale Ln.	
Residential, Manufactured Home Repl	2		\$ 144,000		
Residential, Solar	34		\$ 1,053,599	TOTAL DEMO	
Residential, Paving	8		\$ 46,600	NET UNITS	-3
Multi-Family, New (3+ Family)	0		\$ -		
Multi-Family, Addition/Alteration (3+ Family)	0		\$ -		
Multi-Family, Foundation (3+ Family)	0		\$ -		
Multi-Family, Fire Repair (3+ Family)	0		\$ -		
Group Quarters	0		\$ -		
Roll Off, Residential	5		\$ -		
Roll Off, Other	4		\$ -		
Seasonal Storage Container	0		\$ -		
Storage Container	0		\$ -		
<b>TOTAL</b>	<b>118</b>		<b>\$ 6,090,394</b>		

**POLICE 11**





# NORMAN POLICE DEPARTMENT

## MONTHLY DEPARTMENT OVERVIEW



JULY | 2023

### MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2023	5-YEAR AVERAGE	2022
MURDER	2	0	0
SEXUAL ASSAULTS	11	16	18
ROBBERY	2	4	4
AGGRAVATED ASSAULTS	23	21	25
BURGLARY OF BUILDING	28	48	34
LARCENY/THEFT	164	247	258
MOTOR VEHICLE THEFT	27	33	39
ARSON	0	1	2
KIDNAPPING	0	2	1
FRAUD/FORGERY	51	83	75
DUI/APC	36	35	31
PUBLIC INTOXICATION	50	44	37
RUNAWAYS	30	16	19
DRUG VIOLATIONS	58	59	32
THREATS/HARASSMENT	29	38	38
VANDALISM	71	88	96
OTHER	813	846	783
<b>TOTAL REPORTED OFFENSES</b>	<b>1,129</b>	<b>1,277</b>	<b>1,230</b>
<b>TOTAL ARRESTS:</b>	<b>550</b>	<b>501</b>	<b>437</b>
PROTECTIVE CUSTODY:	90	95	69
<b>TOTAL CASE REPORTS*</b>	<b>906</b>	<b>1,043</b>	<b>1,007</b>
<b>COLLISIONS</b>	<b>208</b>	<b>208</b>	<b>206</b>
FATALITY	2	1	4
INJURY	57	39	37
NON- INJURY	149	168	165
NUMBER OF PEOPLE INJURED	69	74	67
<b>CITATIONS &amp; WARNINGS</b>	<b>2,125</b>	<b>2,881</b>	<b>1,307</b>
TRAFFIC CITATIONS	659	914	250
TRAFFIC WARNINGS	1,085	1,407	717
PARKING CITATIONS & WARNINGS	381	560	340



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## COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 7,737

NON-EMERGENCY CALLS TAKEN: 16,111

**TOTAL INCOMING CALLS: 26,022**

**TOTAL CALLS FOR SERVICE GENERATED: 11,191**

POLICE CALLS FOR SERVICE: 7,257

OFFICER INITIATED: 2,174

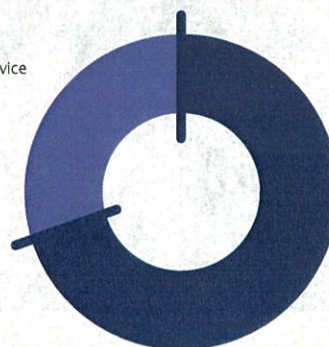
CITIZEN INITIATED: 5,083

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,710

EMSSTAT: 2,183

Officer Initiated Calls for Service  
2,174



Citizen Initiated Calls for Service  
5,083

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## INVESTIGATIONS ACTIVITY

CASES CURRENTLY OPEN (2020 TO PRESENT): 384

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 173

CASES CLOSED DURING REPORTING PERIOD: 441

CLEARED BY ARREST / WARRANT: 8

CLEARED BY EXCEPTION: 15

COP FOLLOW-UP: 7

DEACTIVATED: 377

REFERRED TO PATROL: 10

DEACTIVATED DUE TO STAFFING: 22

UNFOUNDED: 2

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## ANIMAL WELFARE

INTAKES: 239

LIVE RELEASES: 267

LIVE OUTCOME RATE: 89%

ANIMALS FOSTERED: 138

ANIMALS LICENSED: 48

VOLUNTEER HOURS: 205

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## RECORDS

CUSTOMER SERVICE CONTACTS: 1,896

IN-PERSON CONTACTS: 837

PHONE CONTACTS: 724

EMAIL CONTACTS: 335

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## DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 180

ACTUAL EMPLOYED: 170

AVAILABLE FOR ASSIGNMENT: 142\*\*

AUTHORIZED NON-COMMISSIONED: 76

ACTUAL NON-COMMISSIONED: 70

AVAILABLE FOR ASSIGNMENT: 70\*\*

\*This number is less than reported crime due to multiple offenses occurring or being reported as part of one case report.

\*\*This number reflects personnel available for assignment. This does not include individuals on non-discretionary leave, in the police academy, or in field training.



**ANIMAL CONTROL      11A**

# Norman Animal Welfare Monthly Statistical Report

## July 2023



### IN SHELTER ANIMAL COUNTS

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	102	125	227	102	171	273	46	20%
Ending	80	88	168	92	118	210	42	25%

### ANIMAL INTAKES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	79	91	170	111	86	197	27	16%
Owner Relinquish	15	25	40	5	17	22	(18)	-45%
Owner Intended Euth	1	0	1	0	0	0	(1)	-100%
Transfer In	0	7	7	0	0	0	(7)	-100%
Other Intakes*	16	5	21	9	7	16	(5)	-24%
Returned Animal	7	1	8	2	2	4	(4)	-50%
<b>TOTAL LIVE INTAKES</b>	<b>118</b>	<b>129</b>	<b>247</b>	<b>127</b>	<b>112</b>	<b>239</b>	<b>(8)</b>	<b>-3%</b>

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

### OTHER STATISTICS

	2022		2023		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	#DIV/0!
Dog Collected (DOA)	0	0	2	2	2	#DIV/0!
Cat Collected (DOA)	2	2	0	0	(2)	-100%
Wildlife Transferred	0	0	0	0	0	#DIV/0!
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	1	1	1	1	0	0%
Intake Pigs	0	0	0	0	0	#DIV/0!
Intake Other	14	14	3	3	(11)	-79%
<b>TOTAL OTHER ITEMS</b>	<b>17</b>	<b>17</b>	<b>6</b>	<b>6</b>	<b>(11)</b>	<b>-65%</b>

### LENGTH OF STAY (DAYS)

	2022	2023
Dog	26.5	24.7
Puppy	11.4	14.9
Cat	19.7	24.6
Kitten	10.6	16.8

### OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	205	114	0	319

# Norman Animal Welfare Monthly Statistical Report

## July 2023



### LIVE ANIMAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	81	134	215	38	91	129	(86)	-40%
Return To Owner	20	3	23	34	1	35	12	52%
Transferred Out	26	16	42	46	51	97	55	131%
Returned to Field	0	0	0	0	6	6	6	100%
Other Outcome	0	0	0	0	0	0	0	0%
<b>TOTAL LIVE OUTCOMES</b>	<b>127</b>	<b>153</b>	<b>280</b>	<b>118</b>	<b>149</b>	<b>267</b>	<b>(13)</b>	<b>-5%</b>

### OTHER ANIMAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	4	5	3	6	9	4	80%
Lost in Care	0	0	0	0	0	0	0	0%
Shelter Euth	10	9	19	14	10	24	5	26%
Owner Intended Euth	1	0	1	0	0	0	(1)	-100%
<b>TOTAL OTHER OUTCOMES</b>	<b>12</b>	<b>13</b>	<b>25</b>	<b>17</b>	<b>16</b>	<b>33</b>	<b>8</b>	<b>32%</b>

### TOTAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	127	153	280	118	149	267	(13)	-5%
Total Other Outcomes	12	13	25	17	16	33	8	32%
<b>TOTAL OUTCOMES</b>	<b>139</b>	<b>166</b>	<b>305</b>	<b>135</b>	<b>165</b>	<b>300</b>	<b>(5)</b>	<b>-2%</b>

### SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	6	7	0	13	54%
Medical - Injured	2	3	0	5	21%
Behavior - Aggressive	1	0	0	1	4%
Behavior - Other	5	0	0	5	21%
<b>TOTAL EUTHANASIA</b>	<b>14</b>	<b>10</b>	<b>0</b>	<b>24</b>	

### MONTHLY LIVE RELEASE RATE

2022	2023
92.1%	89.0%

*Live Outcomes / (Total Outcomes - Owner Int Euth)*





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

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed four (4) Rural Certificates of Survey, one (1) Short form Plat and three (3) Preliminary Plats for Planning Commission; two (2) Final Plats for the Development Committee; one (1) Rural Certificate of Survey, one (1) preliminary plat, two (2) encroachments and one (1) certificate of plat correction to City Council. The Development Engineer reviewed 17 sets of construction plans and 3 punch lists. There were 91 permits reviewed and/or issued. Fees were collected in the amount of \$19,285.16.

**CAPITAL PROJECTS:**

**Alameda Street Widening Project:**

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

The current project schedule is as follows:

- Phase 1 from Ridge Lake Boulevard to east of 36<sup>th</sup> Avenue SE is complete and open to traffic.
- As of July 21, 2023, Phase 2 from 36<sup>th</sup> Avenue SE through the intersection of 48<sup>th</sup> Avenue SE is substantially complete and open to traffic

As of the last pay application on 7/31/2023, 95% of the total contract amount has been expended. Through 7/31/2023, 89% of the contract time has been expended.

Proposed improvements for the Alameda Street Project include:

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

The contractor's activities this month were as follows:

- Installed the asphalt surface layer on the eastern half mile of Alameda Street between 36<sup>th</sup> and 48<sup>th</sup> Avenue East up to the west side of 48<sup>th</sup> Avenue East intersection
- Graded, stabilized the base, and installed the entire asphalt pavement section for the 48<sup>th</sup> Avenue East/Alameda Street intersection
- Finished the asphalt overly for the approximately 1,100 feet east of the 48<sup>th</sup> Avenue East/Alameda Street Intersection
- Started working on punch list items

**North Base Complex Phase 2 – Vehicle Wash Facility:**

The City of Norman conducted a bid opening on October 27, 2022, for the North Base Complex Phase 2 – Vehicle Wash Facility Project. The low bidder for the base bid plus selected alternates was L5 Construction, LLC of Oklahoma City, Oklahoma with a construction cost of \$2,185,500.00. The Norman City Council awarded the project at the November 8, 2022 City Council Meeting. Construction began on January 3, 2022. This project has a 180-calendar day construction schedule. Staff estimates a July 2023 completion.

The project involves the following items:

- Construction of a new drive-through automatic vehicle wash, vacuums, and a paved pre-wash area designed to serve all City Vehicles from police vehicles to Transit Busses and Tractor Trailer trucks.

As of the current pay application on 7/20/2023, 77% of the total contract amount has been expended. The total construction period per the contract is currently 202 calendar days. As of July 26, 2023, the contract time has expired; however, there have been a large number of weather delays in June and July that have yet to be formally claimed by the contractor. In addition, a supply chain delay outside of the contractor's control has occurred that will likely be compensated for with a future change order. It is anticipated that these additional delay days will be claimed on the final change order at project completion, and the approved construction period will be extended. Currently substantial completion is expected to be approximately September 15, 2023, with a final completion in October 2023.

The contractor's activities this month were as follows:

- Completed site grading
- Completed installation of paving base
- Completed Overhead Door installation
- Began Installation of wash equipment
- Began mechanical, electrical, and plumbing installation
- Continued installation of site pavement

**James Garner Phase 2 – Acres Street to Flood Avenue:**

The Oklahoma Department of Transportation conducted a bid opening on October 20, 2022, for the James Garner Avenue Norman Forward Project. The low bidder was Redlands Contracting, LLC of Warr Acres, Oklahoma, with a construction cost of \$7,820,000. Approximately \$4.8 million of this will be paid from federal grant funds. The remainder is paid for with Norman Forward funding.

ODOT awarded the project on November 7, 2022. This project has a 460-calendar day construction schedule, which will likely result in summer 2024 completion. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of Smith Roberts Baldischwiler.

The project involves the following items:

- Construction of a new roadway extension of James Garner Avenue beginning from just north of Acres Street adjacent to the Norman Municipal Library and extending north of Robinson Street to connect to Flood Avenue.
- New multilane roundabout intersection between the Flood Avenue and the new James Garner extension
- A new vehicular and pedestrian bridge over Robinson Street with aesthetics honoring James Garner as the roadway's namesake.
- Reconstruction and extension of the Legacy Trail with improved pedestrian lighting.
- Low Impact Development such as plantings and landscaping in the roadway medians and at bridge abutments to filter runoff and help prevent erosion.
- Reconfigured connections between local streets from Johnson Street to Himes Street.
- Decorative roadway lighting and landscaping.

As of the last pay application on 6/30/2023, 16% of the total contract amount has been expended. Through August 1, 2023, 24% of the contract time has expired.

The contractor's activities this month were as follows:

- Continue Grading South of Robinson Street
- Continue Grading North of Robinson Street
- Completed installation of storm sewer south of Robinson Street
- Continued installation of storm sewer north of Robinson Street
- Coordination with OG&E to relocate power lines for bridge construction
- Removed sediment and debris from culvert under Flood Avenue to relieve drainage issue. (City of Norman and OU provided this service)

**Porter Avenue Streetscape – Alameda Street to Robinson Street:**

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of nineteen transportation improvement projects. Two of the nineteen 2019 bond projects are the Porter Avenue and Acres Street Intersection Bond Project and the Porter Avenue Streetscape 2019 Bond Project. The Porter Avenue Streetscape 2019 Bond Project consists of design and construction of streetscape elements along the Porter Avenue corridor between Robinson Avenue on the north and Alameda Street on the south. The total construction cost for the project is approximately \$5.1 million. Of that, approximately \$2.8 million will be

paid by federal grant. The remaining \$2.3 million will be paid for through the City of Norman 2019 Bond Program.

The Oklahoma Department of Transportation conducted a bid opening on October 20, 2022, for the Porter Avenue Streetscape 2019 Bond Project. The low bidder was SAC Services, Inc. of Oklahoma City, Oklahoma. ODOT awarded the project on November 7, 2022. This project has a 210-calendar day construction schedule, which will likely result in a fall 2023 completion. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of Atkins.

Proposed improvements include:

- New sidewalks
- Driveway consolidation or elimination (access management)
- Decorative roadway and pedestrian lighting
- Landscaping
- New curb and gutter
- New Decorative Traffic Signals
- Pedestrian safety improvements

As of the last pay application on 6/30/2023, 17% of the total contract amount has been expended. Through August 1, 2023, 51% of the contract time has been expended.

The contractor's activities this month were as follows:

- Completed driveways and sidewalks on the west side of Porter Avenue from Main Street to Eufaula Street
- Began driveway and sidewalk construction between Eufaula Street and Symmes on west side of Main Street
- Constructed west side traffic signal bases at Eufaula Street intersection
- Coordinated with OG&E for power service to monument lighting.

#### **Sidewalk Programs:**

**FYE 2024 Sidewalk Concrete Projects.** This project was awarded to Arroyo's Concrete LLC and is scheduled to start construction in late July of 2023. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Curbs and Sidewalks and Trials. This contract will be on going thru June of 2024. This project has been updated to include 54 bus stop installations and/or modifications.

#### **Street Maintenance Bond Programs:**

##### **FYE 2023 Street Maintenance Bond – Urban Concrete 2**

Urban Concrete Bid 2 bids were opened on June 23, 2022. Six bids were received and the contract was awarded on July 26, 2022 to Nash Construction Company in the amount of \$1,203,819.00. The project consists of select panel replacement on existing concrete streets. Change Order No. 1 was processed to add concrete pop up repair at 11 locations. This project was completed in May 2023. This project was accepted and final payment approved at the July 11, 2023 City Council Meeting with a final contract amount of \$1,299,392.63.

##### **FYE 2023 Street Maintenance Bond – Urban Reconstruct**

Urban Reconstruct (Juniper and Fairfield) were opened January 12, 2023. Six bids were received and the contract was awarded on February 28, 2023 to Arroyo's Concrete, LLC in the amount of \$508,568.25. The project consists of removal of existing degraded pavement, subgrade stabilization, new concrete pavement, and some sidewalk additions and repairs.

The contractor mobilized on April 17, 2023 and began removals. A leaking city water main was discovered during removals and NUA opted to replace the main and all service lines. This delayed the street project approximately three weeks. A period of heavy rain following the water main delay further delayed the remaining removals and subgrade stabilization. Weather conditions were not favorable for subgrade stabilization until June 23<sup>rd</sup>. Stabilization was completed and concrete placement began on June 29<sup>th</sup>. The project made significant progress during July. All of the street pavement and curb, as well as the sidewalks on the north side of the street were completed.

### **FYE 2023 Street Maintenance Bond – Asphalt**

Street Maintenance Bond Asphalt bids were opened September 29, 2022. Four bids were received and the contract was awarded on October 25, 2022 to Silver Star Construction Co., Inc. in the amount of \$1,455,000. The project includes asphalt milling and repaving on 3.1 miles of urban and rural streets. The contractor mobilized on May 8, 2023. Material and equipment scheduling delayed completion of the shouldering work on 36<sup>th</sup> Ave NE. This work will be completed in August.

### **FYE 2023 Street Maintenance Alley Program – Concrete Pavement**

Street Maintenance Alley Program bids were opened on January 19, 2023. Seven bids were received and the contract was awarded on February 28, 2023, to Arroyo's Concrete, LLC in the amount of \$499,172.70. The project consists of extensive panel replacement in four commercial alleys. Work began on April 3, 2023. The fourth alley was completed in June. The change order work installing concrete paving related to the festival bollard installation in Campus Corner was also completed. This project is on the August 22, 2023 City Council agenda for final acceptance and approval of the final payment.

### **FYE 2023 - Miller Avenue Curb and Gutter Maintenance Project**

Bids for the Miller Avenue Curb and Gutter Maintenance Project were opened on May 18, 2023. The was awarded at the June 27, 2023 Council Meeting. The contractor mobilized on July 6, 2023 and completed the west half of the project in July.

## **TRANSIT AND PARKING DIVISION**

### **Public Transit**

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

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

#### **Transit Center Remodel**

- On February 14, 2023, Council approved contract K-2223-72 with Stronghold Construction to complete the renovation of the 320 E. Comanche St. property into a City Transit Center. A pre-construction meeting was conducted on February 21, 2023 to organize the start of the project, and a Notice to Proceed was issued on February 28, 2023. Construction commenced on March 1, 2023. It was estimated that the project would be completed and open in August 2023, however, due to delays attributed to asbestos remediation it is assumed the project will be completed at a later date with a grand opening scheduled around October 1, 2023. Please see below for more information.
- As of the last pay application on 07/26/2023, 70% of the total contract amount has been expended. Through 8/2/2023, 2023, 75% of the contract time has been expended.
- Work on the project during the month of July 2023 includes:
  - Interior framing
  - Finalizing interior framing
  - Framing inspection
  - Mechanical rough-in
  - Mechanical Overhead
  - Electrical rough-in
  - Electrical service change over
  - Insulate Plumbing Lines
  - Plumbing inspection
  - Concrete sidewalk completion
  - Crane delivery
  - Rooftop HVAC unit delivery and install
  - Steel delivery
  - Steel welding
  - Shoring setup
  - Column removal
  - Shoring removal





Steel Delivery



Column Removal

### **Vehicle Procurement**

- The City is currently in the process of purchasing 5 paratransit vans and due to supply chain delays staff currently anticipates receiving these vehicles in late summer 2023. Below is background on this purchase:
  - On December 14, 2021 the City Council passed and adopted resolution R-2122-72 transferring \$346,703 from the Capital Fund Balance to be matched with \$122,812 available in the Public Transit and Parking Fund to be used to replace 5 paratransit vehicles in the Transit Fleet for a total of \$469,515. Due to ongoing supply chain issues the price of the vehicles had increased, however staff were able to identify additional FTA grant funding allocated to Norman to supplement the cost increase and decrease the amount of local match that was provided from the Public Transit and Parking Fund. Resolution R-2122-98 was approved by Council on March 8 transferring an additional \$149,454 (for a total cost of \$584,655) to cover the cost increase. FTA grant OK-2020-026 will be amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304.)
- The City is currently in the process of purchasing 5 CNG 35' fixed route buses. Staff visited the manufacturing factory in Livermore, CA, during the week of July 17-21, for final inspections and approvals. As of Aug 4, 2023, all five vehicles have been delivered and the final rounds of inspections and testing are underway to ensure there are no warranty issues that need to be addressed before staff accept the buses and prepare to put them into service. Below is background information on this purchase:
  - Utilizing transit 5339 funds allocated from FY21 (grant number OK-2020-026), 1 35' CNG bus will be purchased. These were funds allocated to the Norman urbanized area by formula. In addition, on June 14, 2022 the City Council approved a contract with the Oklahoma Department of Transportation (ODOT) accept Surface Transportation Block Grant – Urbanized Area (STBG-UZA) funding for the purchase of 2 35' low-floor CNG transit buses. An Authorization to Purchase for these 3 buses was approved by Council on August 23, 2022. A purchase order was issued on September 14, 2022 to the manufacturer.
  - Utilizing funds received from the FY22 FTA Low- or No-Emissions Vehicle Program, staff proposed to purchase 2 additional CNG 35' fixed route buses. Council approved a resolution accepting the grant and an authorization to purchase the buses on September 27, 2022. The purchase order for 2 buses was issued September 29, 2022.





2 of the 5 New CNG Transit Buses

- The City is currently in the process of purchasing 3 paratransit ADA compliant minivans for revenue service as well as 2 non-revenue support vehicles. Staff anticipates receiving these vehicles in July 2023. Below is background on this purchase:
  - Council provided funding in the budget sufficient to outright purchase a single large transit bus and a single paratransit vehicle. Because of effective use of grant funding and only using a small percentage of budgeted money as a local match against grant funds, staff proposed to use \$355,692.55 of the remaining funding (\$357,810) for the outright purchase of 3 additional ADA minivans for the paratransit fleet and replacement of two support vehicles which was approved by the City Manager on April 6, 2023 utilizing an Oklahoma State Contract.
  - Both of the non-revenue support vehicles, units 5-2341 and 5-2348 have been received and staff are completing final inspections and paperwork to put these vehicles in service.

#### **Microtransit Pilot Program with Via Transportation**

Following a study to determine the best plan for establishing a microtransit pilot program in the City of Norman, staff conducted a competitive bid process. The proposal from Via Transportation was determined to be the best suited to the needs of Norman. Contract K-2223-164 with Via Transportation was approved unanimously by council on June 27, 2023. Following interest from the University of Oklahoma, both a proposed contract with the university and a companion amendment to the existing contract with Via have been drafted to expand this program to include the university's SafeRide program. Contract K-2324-50 with the University of Oklahoma and Amendment 1 to Contract K-2223-164 with Via Transportation are scheduled as companion items for Council's review at their August 8, 2023 meeting. Below is background information on the study:

- Following prior feedback from Councilmembers, two workshops were conducted on October 18, 2022 and January 3, 2023, regarding possible alternatives for a microtransit pilot program. After reviewing multiple pilot program alternatives and comparing outcomes against the previously expressed concerns of Council, a recommendation was made for a pilot program.
- The recommendation consisted of a turnkey microtransit service which would be offered Monday-Saturday 6pm-12am (or 7pm-1am) as well as on Sunday from 10am-6pm. The recommendation suggests this service be offered in a defined zone, limited in size, which could be proposed by vendors responding to the Request for Proposals (RFP). In addition, it was recommended that the City look at investing in more robust software in partnership with EMBARK to improve existing paratransit service.

#### **Transit Monthly Performance Report**

Attached is the transit performance report for June 2023.

## **STREETS DIVISION**

### **CAPITAL PROJECTS:**

#### **DAKOTA STREET 1700 BLOCK: DAKOTA STREET TO SHERRY AVENUE**

Streets crews replaced damaged concrete panels on Dakota Street 1700 Block: Dakota Street to Sherry Avenue. This repair required 64.50 cubic yards of concrete and resulted in over 281 square yards repaired.

#### **ALAMEDA STREET: 36TH AVENUE EAST/48TH AVENUE EAST**

Streets crews worked an overlay at Alameda Street: 36th Avenue East/48th Avenue East and required 5,682.51 tons of asphalt for the repair.

#### **TECUMSEH ROAD: 60TH AVENUE NW TO 72ND AVENUE NW**

Streets crews worked an overlay at Tecumseh Road: 60th Avenue NW to 72nd Avenue NW and required 1,746.13 tons of asphalt for the repair.

### **ASPHALT OPERATIONS:**

#### **RIDGELINE DRIVE – DEEP PATCH**

Streets crews worked a deep patch at Ridgeline Drive and required 64.95 tons of asphalt for the repair.

### **CONCRETE OPERATIONS:**

#### **120 EAST DUFFY STREET**

Streets crews replaced damaged concrete panels on 120 East Duffy Street. This repair required 2 cubic yards of concrete and resulted in over 15 square yards repaired.

### **ROADSIDE OPERATIONS:**

#### **MOWING OF ROADSIDE RIGHTS-OF-WAY**

Streets Roadside Mowing crew continued their summer mowing schedule. During July, 2023, 283 miles of rural rights-of way and 4,861,131 sq. ft. of urban rights-of-way were mowed.

#### **ROUTINE POTHOLE PATCHING OPERATIONS**

This month approximately 1.04 tons of asphalt was utilized in routine pothole patching operations.

## **STORMWATER DIVISION**

### **CAPITAL PROJECTS:**

#### **THE VINEYARDS DRAINAGE IMPROVEMENT PROJECT**

For several years, residents of The Vineyard Addition have experienced property damage due to flooding. The Vineyard Addition is a residential subdivision located east of Porter Avenue and South of Tecumseh Road. In July 2015, the City hired Meshek and Associates to perform an analysis of flooding issues reported by the residents of The Vineyard Addition. This included a review of the previous drainage reports and studies that were available. Additional detailed modeling was done to determine if any structural changes could be made that would reduce the risk of flooding in this area.

Meshek and Associates provided plans for this project to reduce the flood risk by expanding and re-grading the existing detention pond to increase the stormwater storage. The existing sidewalk will be shifted several feet to the north to allow the pond to be expanded. The dam on the eastern boundary of the pond will be raised approximately five feet above existing grade to provide additional stormwater storage. Any water from the spillway will be conveyed across a new 7.5-foot wide flume into a tributary of Woodcrest Creek east of the new pond. The vertical wall on either side of the flume will vary in height along the length of the channel but will provide at least two feet of depth for stormwater storage and conveyance. This flume will also serve as a sidewalk for the residents in the area. The existing discharge pipe will be upsized to address the modified flow.

### *Monthly Progress Report*

### *Public Works (July 2023)*

During the month of July, the contractor removed all necessary trees and vegetation, completed the excavation of the channel leading from the detention basin to the creek, and began constructing the new headwall.

### **WORK ORDER RESPONSE**

Stormwater Division received 21 work order requests and closed 21 work orders.

### **INFRASTRUCTURE MAINTENANCE**

The Infrastructure Maintenance crew finished a double box replacement at Main Street and Stewart Street. The Crew sealed a leaking manhole at Meadow Ridge and Smalley Drive. The Maintenance crew filled sinkholes at 3851 Cedar Ridge and 4009 Northwich Drive. The Infrastructure Maintenance sealed leaking pipe joints at 518 Rambling Oaks, 3817 Carrington Lane, and on Mosier Street. The crew continued working on a pipe replacement at Summit Hollow. The Infrastructure Maintenance crew checked 387 inlets and cleaned 162 inlets totaling .50 tons of debris removed in Ward 4 and 2.

### **CHANNEL MAINTENANCE**

The Channel Maintenance Crew mowed 1,003,860 square feet of stormwater channels during the month of July. The crew removed drifts at Crossroads Bridge, Hollywood Channel, and Willow Grove Bridge, totaling 28.25 tons of debris. The Maintenance crew removed 3 tons of debris from Jona Kay, Sawgrass, and Glen Oaks flumes. They painted over graffiti at Imhoff Channel just south of Lindsey Street. They also removed three shopping carts from Bishop Channel. The Channel Maintenance Crew started removing 55 tons of sediment from the cross pipe under flood street for the James Gardner project.

### **URBAN STREET SWEEPING/CAMERA VAN OPERATIONS**

A total of 281 lane miles were swept in July resulting in the removal of approximately 88.66 tons of debris from various curb-lined streets throughout the city. The crew was able to flush 1,550 linear feet of stormwater pipe using 11,500 gallons of water from various locations. They were also able to camera 600 linear feet of stormwater pipes. The crew checked 25 inlets and cleaned 10 inlets totaling .25 tons of debris removed in Ward 7.

### **STORMWATER OKIE LOCATES**

During the month of July, 2721 Call 811 Okie Spots were received. Of those requests, 79 were stormwater pipe locates, 58 were marked, and 643 were referred to other departments.

### **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 (July 2023)*

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.

**July 2023**  
**DEVELOPMENT COORDINATION, ENGINEERING**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FYE 2023 Associated Fees

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

\*Norman Rural Cert of Survey... 4  
 \*Final Plats..... 2  
 \*Preliminary Plats..... 3  
 \*Short Form Plat..... 1  
 \*Center City Form Based Code.. 0  
 \*Concurrent Constr. Request..... 0

**City Council Review:**

Certificate of Survey..... 1  
 Preliminary Plat..... 1  
 Final Plats ..... 0  
 Certificate of Plat Correction..... 1  
 Encroachment..... 2  
 Easements..... 0  
 Closure..... 0  
 Release of Deferral..... 0

**\$ 6,840.00**

**Development Committee:**

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

**\$0.00**

**Subtotal:**

**\$6,840.00**

**\$2,060.00**

**\$6,840.00**

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

\*\*Single Family..... 11  
 \*\*\*Commercial..... 4  
 Multi-Family..... 0  
 Addition/Alteration..... 17  
 House Moving..... 4  
 Paving Only..... 9  
 Storage Building..... 10  
 Swimming Pool..... 12  
 Storm Shelters..... 15  
 Public Improvements..... 3  
 Temporary Encroachments..... 1  
 Fire Line Pits/Misc..... 1  
 Franchise Utilities ..... 5

Other revenue .....  
 Flood Plain (@\$100.00 each)..... 0

\$20.00	\$0.00	
\$0.00	\$200.00	\$0.00
\$12,425.16	\$11,217.75	\$12,425.16
\$19,285.16	\$13,477.75	\$19,285.16
17	35	17
3	6	3

**Total Permits.....**

**Grand Total.....**

\*\*\*\*Construction Plan Review Occurrences

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

\* 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

**July 2023**

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

**KEN DANNER/TODD McLELLAN/JACK BURDETT**

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	3	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	11	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	4	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	17	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%



# PERFORMANCE REPORT

## Summary of Services Table: June 2023

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

EMBARC Norman Service Summary	ADP Jun FY23	FY23 YTD	FY22 YTD	Service Profile	Jun FY23	Jun FY22
Fixed Routes (M-F)	1,175	279,632	224,844	Weekdays	22	22
Fixed Routes (Sat)	670	27,635	19,638	Saturdays	4	4
PLUS (M-F)	80	21,940	20,752	Gamedays	0	0
-Zone 1*	66	18,420	16,700	Holidays	0	0
-Zone 2**	14	3,520	4,052	Weather	5	3
PLUS (Sat)***	22	1,186	873	Fiscal YTD Days	307	307
				Cal. YTD Days	153	153

\*Requires ¾ mile

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

\*\*\*Operates only in Zone 1

## Strategic Performance Measures

MEASURE	FY 23 YTD	FY 23 Targets	
# of Norman fixed-route passenger trips provided	307,267	251,881	■
# of Norman paratransit trips provided	23,126	21,000	■
% of on-time Norman paratransit pick-ups	98.11%	98.58%	●
# of Norman bus passengers per service hour, cumulative	15.90	13.04	■
# of Norman bus passengers per day, average	1,004	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.00%**	0.00%*	●
% of on-time fixed-route arrivals	74.80%	80.94%	▲

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

\*\*One denial due to capacity was recorded for FY23



# SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

STREET DIVISION					
	FYE 2024 July 2023	FYE 2024 July 2023	Year to Date	Year to Date	FYE 2024
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)	1.04		-		
Overlay/pave 10 miles per year.	-	0%	-	0%	100%
Replace 2,000 square yards of concrete pavement panels	217.00	11%	-	0%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	4.00	1%	-	0%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	4,861,131.00	38%	-	0%	100%
Mow 148 miles of Rural Right-of-way three times per year	283.00	64%	-	0%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	100%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	100%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year		0%	-	100%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	95%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2018

STORMWATER DIVISION					
	FYE 2024 JULY, 2021	FYE 2024 JULY, 2021	Year to Date	Year to Date	FYE24
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	281.00	56%	281.00	5%	85%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	402.00	4%	402.00	4%	65%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	1,003,860.00	7%	1,003,860.00	7%	70%
Collect 60 tons of litter annually from drainage channels and R-O-W in Urban and Rural areas	-	0%	-	0%	100%
*Program was transferred to Utilities 7/23					
Permit all floodplain activities as appropriate.	1.00	1%	1.00		100%

**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT**

July 2023				
IN GALLONS	FYE 2024	FUEL REPORT		
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps	18,046.00	21,099.00	17,216.55	
Outside - sublet	834.00	519.00	3,510.88	
TOTAL	18,880.00	21,618.00	20,727.43	
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	19,896.65	22,167.05	27,423.50	3,510.88
FYE 2024 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	19,896.65	22,167.05	27,423.50	3,510.88

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.19	Low	\$2.72	UNLEADED	High	\$3.20	Low	\$2.78
DIESEL	High	\$3.01	Low	\$2.52	DIESEL	High	\$2.96	Low	\$2.57
CNG	High	\$1.28	Low	\$1.28	CNG	High	\$2.10	Low	\$2.10

FASTER CONSUMABLE PARTS PURCHASED			PUBLIC CNG SALES		
REPAIR PARTS	\$82,191.24		Month Total Public CNG Sales	\$7,404	
BATTERIES	\$2,070.00		FYE 2023 To Date Public Sales	\$7,404	
OILS/FLUIDS	\$9,561.60		LIFE TO DATE CNG GAS GALLON EQUIVALENT		
TIRES	\$17,191.52		Total Sold Gallons Life To Date	1,086,994	
SUBLET REPAIRS	\$2,912.19		Total Gross Sales Life To Date	\$1,606,033	
TOTAL SPENT ALL parts/sublet			Life To Date CNG Gas Gallon Equivalent		
			Total Public/City Through-Put CNG Gallons @ Station	3,226,952	

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	3	4	4	45
EMERGENCY ROAD CALLS	6	2	3	75
PM SERVICES	72	90	80	1,256
INCLEMENT WEATHER	1	2	0	7
WORK ORDERS	215	243	230	3,328
SCHEDULED REPAIRS	99	117	103	1,449
NON SCHEDULED REPAIRS	66	85	67	1,190

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	1	4	28
EMERGENCY ROAD CALLS	32	34	19	255
PM SERVICES	39	35	44	474
INCLEMENT WEATHER	0	0	0	2
WORK ORDERS	205	214	218	2,109
SCHEDULED REPAIRS	45	42	48	522
NON SCHEDULED REPAIRS	120	130	129	1,275

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	2	8
EMERGENCY ROAD CALLS	1	2	1	11
PM SERVICES	22	13	11	140
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	95	92	95	927
SCHEDULED REPAIRS	38	31	15	183
NON SCHEDULED REPAIRS	60	60	65	689

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	10	20	11	137
EMERGENCY ROAD CALLS	1	1	4	14
PM SERVICES	9	7	6	81
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	46	53	42	411
SCHEDULED REPAIRS	21	15	12	173
NON SCHEDULED REPAIRS	7	6	6	88

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	13	25	21	202
EMERGENCY ROAD CALLS	40	39	27	349
PM SERVICES	142	145	141	1846
INCLEMENT WEATHER	1	2	2	11
WORK ORDERS	561	602	585	6475
SCHEDULED REPAIRS	203	205	178	2264
NON SCHEDULED REPAIRS	253	281	267	3110

**FLEET DIVISION  
INVENTORY  
July 2023**

**FUEL**

WESTWOOD GOLF	591.6	gallons	DIESEL	@	2.500	\$ 1,479.00
WESTWOOD GOLF	652.7	gallons	UNLEADED	@	2.860	\$ 1,866.72
NORTH BASE	5,270.8	gallons	UNLEADED	@	2.870	\$ 15,127.18
NORTH BASE	2,297.4	gallons	DIESEL	@	2.710	\$ 6,225.83
FIRE STATION #5	412.8	gallons	UNLEADED	@	2.840	\$ 1,172.44
FIRE STATION #5	471.0	gallons	DIESEL	@	2.670	\$ 1,257.57
FIRE STATION #6	279.2	gallons	UNLEADED	@	2.930	\$ 818.06
FIRE STATION #6	411.5	gallons	DIESEL	@	2.740	\$ 1,127.51
BULK TANKS	1,200.0	gallons	DIESEL	@	2.710	\$ 3,252.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	6,615.5	\$ 18,984.39
DIESEL	4,971.5	\$ 13,341.91

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**PUBLIC WORKS FLEET DIVISION  
PM COMPLIANCE REPORT**

**July FYE 2024**

**Industry Standard Compliance: Not To Exceed 5%**

	Number of PMs					
Department/Division	Number of PMs Scheduled	Completed On Time	Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	YearToDate Non-Compliance Trend
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
HUMAN RESOURCES						
HUMAN RESOURCES					0%	0%
PLANNING						
PLANNING	4	4			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	67%
PUBLIC WORKS						
ENGINEERING	2	2			0%	33%
STREETS	10	7	1	3	30%	20%
STORMWATER	5	5			0%	14%
TRAFFIC	4	4			0%	18%
STORMWATER QUALITY					0%	0%
FLEET	8	8			0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	1	1			0%	60%
POLICE ADMINISTRATION	2	2			0%	20%
POLICE STAFF SERVICES	2	2			0%	0%
POLICE CRIMINAL INVESTIGATIONS	6	6			0%	24%
POLICE PATROL	12	11	1		0%	24%
POLICE SPECIAL INVESTIGATIONS	1	1			0%	25%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION	1	1			0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	2	2			0%	0%
FIRE SUPPRESSION	4	4			0%	18%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	5	4		1	20%	29%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE					0%	0%
PARKS FORESTRY					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	7	5	2	1	14%	42%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESION					0%	0%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT					0%	100%
WATER PLANT WELLS	2	2			0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN					0%	0%
WATER LINE MAINTENANCE	5	5			0%	0%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	100%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS					0%	0%
WRF OPERATIONS	1	1			0%	0%
SEWER LINE MAINTENANCE	5	5			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	8	6	2		0%	57%
SANITATION COMMERCIAL	6	4	2		0%	63%
SANITATION TRANSFER	6	6			0%	17%
SANITATION COMPOST	4	4			0%	0%
SANITATION RECYCLE	2	2			0%	75%
SANITATION YARD WASTE					0%	0%
CITYWIDE TOTAL	115	104	8	5	4%	23%



# PUBLIC WORKS FLEET DIVISION

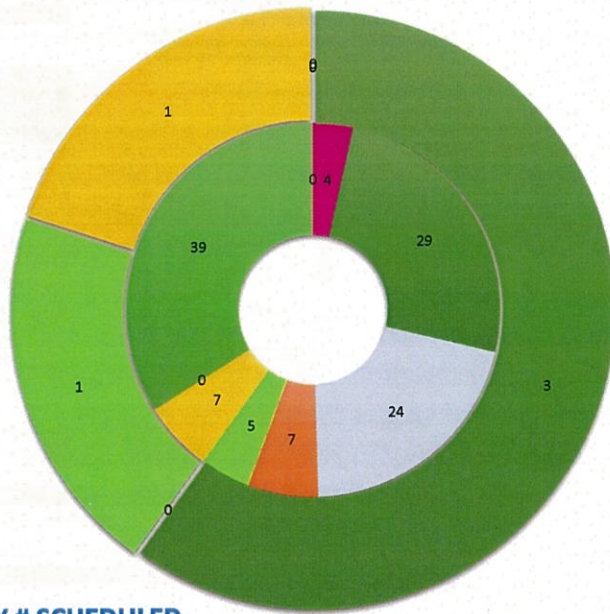
## PM COMPLIANCE REPORT

July FYE 2023

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
<b>POLICE</b>										
1124	2015 Ford Interceptor	PD Patrol	107632	104023	-3609	miles	6/8/2023	Light Repair	PM-C	2/3/2023
1188	2015 Polaris Ranger	PD Patrol	8/1/2023	6/15/2023	-47	days	6/22/2023	Light Repair	PM-C	6/15/2022
<b>Parks</b>										
444T	2005 Holt Trailer	Park Maintenance	8/1/2023	7/21/2023	-11	days	7/28/2023	Light Repair	PM-A	7/21/2022
<b>Public Works</b>										
0699	2013 Wylie Sprayer	Streets	8/1/2023	4/20/2023	-103	Days	4/25/2023	Light Repair	PM-C	4/20/2022

### PM Compliance Report July FYE 2024



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

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

Department	Scheduled	Missed/Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	4	0	0.0%
Public Works	29	3	10.3%
Police	24	0	0.0%
Fire	7	0	0.0%
Parks & Rec.	5	1	20.0%
PSST	7	1	14.3%
CDBG	0	0	0.0%
Utilities	39	0	0.0%
<b>Citywide Total</b>	<b>115</b>	<b>5</b>	<b>4.3%</b>

PUBLIC WORKS  
FLEET DIVISION  
Technician Productivity  
Report

FYE 2024

July 2023

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	58.38	72%	44.9%	-27.1%	
# 002	152.08	72%	111.4%	39.4%	
# 003	96.20	72%	74.0%	2.0%	
# 004	106.46	72%	81.9%	9.9%	
# 006	0.00	72%	#DIV/0!	#DIV/0!	
# 007	120.28	72%	92.5%	20.5%	
# 008	123.33	72%	94.9%	22.9%	
# 010	131.15	72%	100.9%	28.9%	
# 011	96.84	72%	70.9%	-1.1%	
# 012	121.62	72%	93.6%	21.6%	
# 013	106.16	72%	81.7%	9.7%	
# 018	88.41	72%	68.0%	-4.0%	
# 021	92.92	72%	71.5%	-0.5%	
# 031	104.78	72%	80.6%	8.6%	
# 037	110.47	72%	85.0%	13.0%	
# 038	129.74	72%	99.8%	27.8%	
# 040	64.88	72%	47.5%	-24.5%	
# 041	132.53	72%	101.9%	29.9%	
# 042	114.19	72%	87.8%	15.8%	
# 043	63.76	72%	49.0%	-23.0%	
# 044	101.68	72%	78.2%	6.2%	
# 045	111.98	72%	86.1%	14.1%	

DIRECT LABOR HOURS

2115.86

TOTAL AVAILABLE HOURS

2619.50

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

80.8%



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

JULY 2023		PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
		100%	83	83	100%	83	83	100%
		95%	83	83	100%	83	83	100%
		99%	1	1	100%	1	1	100%
		95%	28	28	100%	28	28	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.								
Worker Hours Per Gallon of Paint Installed.		0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
			487	143	0.29	487	143	0.29
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
			1	4	4.00	1	4	4.00
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
			15	15	100%	15	15	100%
Response to reports on traffic signal malfunctions within one hour.		99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
			25	25	100%	25	25	100%
Response to reports of sign damage:		Percentage						
High Priority Stop or Yield Signs within one hour		99%	3	3	100%	3	3	100%
Lower Priority all other signs within one day		90%	20	20	100%	20	20	100%
Street Name Signs within two weeks		90%	6	6		6	6	100%
Percent of work hours lost due to on the job injuries.		<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
			2880	0	0.00	2880	0	0.00



<b>UTILITIES</b>	<b>13</b>
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## Monthly Report

July 2023

### **LINE MAINTENANCE:**

#### Waterline Capital Projects

- Beaumont Drive – 95% Cleaning Up Site
- 1357 12<sup>th</sup> NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%
- Crail Drive – 0% Ordering materials

Staff has completed the Crest Court project. Staff has completed the 12<sup>th</sup> AVE NE project. Beaumont project is in progress and estimated to be completed in 14 days and is 95% completed – it has been delayed due to weather and line breaks. Page project is 95% complete and estimated to be completed in 14 days.

Water Line Breaks Total – 14 in July

Water Lines Hit by Contractors – 2 – 3/4"

#### Sewer Line Data

- Total obstruction service requests - 14
- Private Plumbing: 12
- City Infrastructure: 2
- Sanitary Sewer Overflows: 0 on private side, 0 on city side

#### Lift Station D Flows:

- Days - 30
- Average daily flow: 1.600 MGD
- Total Monthly flow: 49.650 MG

### **UTILITIES ENGINEERING:**

Line Maintenance Building: Project will construct new building for Line Maintenance Division consisting of 60 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. Contract K-2122-115 was approved by Council and the Architect and Contractor are working through the process with GMP expected in September 2022. Bid Opening was held on September 7, 2022. 61 bidders submitted bids across the 30 categories of construction work. The total of the Base Bid was approximately \$7.7 Million, including contingencies, insurance, allowances, and other project requirements. Special-use permits were approved by Council on September 27, 2022. Approval of the GMP was held on the October 11, 2022 Council docket. The Utilities Inspector staked the boundary for the new fence line this month and the contractor has finished clearing and grubbing the area in order to install the fence. In order to create a PO for the low voltage work, funds are being moved from the projects contingency under the GMP contract and put back in the project account to be available for this work. This is set for Council approval on August 22, 2023. Staff attended a building walk through this month with contractors to determine if there were any changes needed to be made on the electrical work before drywall is installed. Most of note was the need for a fiber line running to a light pole in the far north parking lot for a security camera. This will be added to the project, in addition to other small electrical changes, via a change order.

As-Built Linking Project: Project is an engineering effort to develop a system for linking as-built records to a GIS interface to allow for staff to more efficiently find as-built records. Contract K-2021-72 was awarded to Meshek & Associates on December 1, 2020. The project will allow users to click on a water or sanitary sewer asset in a GIS viewer which will then provide the as-built record document in a new window for viewing or downloading. Additional internal staff discussion was required to determine naming conventions for the consultant to use that would create a standardized system that could be used for this project and any future projects. As such, the project deadlines were set back a couple of months. All existing as-built information was provided to the consultant for their use. Pilot area information has been received and reviewed by staff. The effort required to complete the remainder of the project is more than the current contract amount. Staff will bring Council a proposed amendment for approval to complete the entire City.

## **WASTEWATER PROJECTS:**

Sanitary Sewer Stream Crossing Replacement (WW0178) During January 2023, Utilities Department discovered that a 24" sanitary sewer aerial stream crossing in "Oliver's Woods" on the south side of Highway 9 was damaged and in danger of imminent collapse. NUA prepared Bidding Documents to replace the aerial crossing and project was Advertised on February 9, 2023. Bids were opened on March 9, 2023. Krapff-Reynolds Construction Company was the low bidder with a bid in the amount of \$593,630.00, and a contract in this amount was awarded on March 28, 2023. During the month of July 2023, KRCC completed drilling and pouring concrete piers for new aerial stream crossing and commenced installing concrete pier caps. However, issues were discovered with quality of concrete used in some of the piers, and this matter is now being evaluated. This will likely cause some delay to project completion, but a resolution, including completion of any necessary corrective measures and/or re-work is anticipated during August 2023. This will, in turn, delay project completion to September 2023.

Also during June 2023, an unrelated sanitary sewer collapse occurred at 340 Windbrook. The sewer line was 16 feet deep and located in a narrow backyard. Due to these constraints, Norman Line Maintenance Staff did not have the equipment necessary to complete the repair. Consequently, proposals were solicited from several local contractors to perform this repair, including from KRCC, since they were mobilized nearby working on the Sanitary Sewer Stream Crossing Replacement project. KRCC's proposal was deemed lowest and best and they were issued Notice to Proceed on June 9, 2023. KRCC briefly demobilized from the stream crossing job site, completed the repair at 340 Windbrook, and then remobilized to the stream crossing job site. Rather than issue a separate P.O., it was decided to add this emergency repair to KRCC's Contract for the Sanitary Sewer Stream Crossing Replacement project, and, thus, a change order to project in the amount of \$55,714 has been approved by City Council and executed.

1.	Discovery of Damaged Aerial Stream Crossing:	December 2022
2.	Bidding Documents Prepared by NUA:	January 2023
3.	Project Advertised:	February 9, 2023
4.	Bid Opening:	March 9, 2023
5.	Contract Award:	March 28, 2023
6.	Construction Complete:	August 2023

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which consolidated all pilot study tasks, including procurement/rental of treatment equipment for alternative treatment trains, temporary construction/installation of pilot study equipment and eventual removal of all pilot study equipment, into Garver's contract. During the remainder of 2020,

Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. By June 2021, both trains had been commissioned and were operating as intended. As a result, WRF and Garver staff were able to commence the Phase I testing and sampling regimens. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. A first draft copy of the engineering report was submitted for review in December 2022. A second draft was submitted to NUA and, informally, to Oklahoma Department of Environmental Quality (ODEQ) in March 2023. Since then, Garver has been convening regular meetings with ODEQ to review the draft report in detail. The report is lengthy, and it is expected to require several months and multiple iterations before the report is considered final and ready for formal submission to ODEQ. This will likely occur during the summer of 2023 with approval by ODEQ likely to require several additional months after that.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to \$700,000 that would pay up to 25% of all costs incurred on this project. Grant contract was approved by NUA and BOR and fully executed in September 2021. As of March 2023, all funds authorized by this Grant have been required and received by City of Norman.

In early October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes \$209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 and 2023 for research and investigations and can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. A kick-off meeting for the Green Infrastructure grant convened in early November 2021 and work (research and data gathering) is ongoing. Initial conclusions and recommendations are expected to be reached by the end of the Federal Government Fiscal Year on September 30, 2023.

In April 2022, NUA learned that a third grant associated with possible IPR from BOR had been authorized. The third grant was an applied science grant for \$148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data, weather and seasonal weather forecasts, and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of \$196,190 (of which \$148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. Project is ongoing and should require approximately one year to complete.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

industry to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, three (3) manufacturers have been approved for inclusion in the bidding documents.

Garver completed and submitted 60% design documents for review in August 2022 and 90% design documents in January 2023 with design review meetings convening two weeks after each submission. In March 2023, ODEQ Permit to Construct application was submitted to ODEQ and the permit was issued in April 2023. Also, in April 2023, NUA learned that it has been approved for a federal community funding grant in the amount of \$5,000,000.00 for this project. Because the funding from the grant is not expected to be made available until the start of the next federal fiscal year (i.e. October 1, 2023), the bidding of this project will now be scheduled to sync up with a Contract Award at the first Council Meeting in October 2023 with Notice to Proceed with Construction to follow immediately thereafter also in October 2023. The critical path for the project will run through the delivery of the new centrifuges. Assuming they can be delivered in a reasonable time frame without excessive supply-chain-related delays, project should be complete by July 31, 2024.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

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

In June 2023, Greeley and Hansen submitted a request for Contract Amendment based on delays in bidding the project, change from CMaR to traditional Design/Bid/Build project delivery along with several other perceived changes that occurred during design. Several meetings to review this request convened in July 2023 and review by NUA is ongoing. To date, no agreement has been reached with Greeley Hansen on merit or potential additional costs that might be due.

Engineer: Greeley and Hansen LLC (Ana Stagg)

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

Engineer: PEC, Inc. (Chris Grizer)

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

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. This project is not a high priority for service reliability and has been deferred due to funding availability. This project will be closed out until the project is moved forward.

Engineer: Olsson, Inc. (Kevin Rood)

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

Engineer: Staff with assistance from Lemke Surveying

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by W Lindsey St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress. Draft plans were received May 2023 and Staff will review in August have bid ready in September.

Engineer: Staff with assistance from local surveyor

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

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

## **WATER PROJECTS:**

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36<sup>th</sup> 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 24<sup>th</sup> Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021. An Invitation to Bid was Published in the Norman Transcript on November 3, 2022 with a Pre-Bid Meeting held on November 18, 2022. A Bid Opening was held on December 1, 2022. Three contractors submitted bids ranging from \$584,950.00-\$748,235.00. The low bidder was Cimarron Construction Co. at \$584,950.00, which is over the Engineer's Estimate of \$548,939.00. The contract with Cimarron Construction Co. was approved by Council on January 10, 2023. A pre-Construction meeting was held on January 24, 2023. Contractors have made permanent street repairs to all locations and have finished all remaining punch list items. DEQ approved the memo associated with blending of these wells with the WTP when the HPP pumps are running. Staff is taking bacteriological samples and Line Maintenance will flush again before turning these wells on.

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

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water 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. Public Works will be combining the waterline work into the ODOT streetscape project. This will save money in restoration costs and allow for a shorter construction period for the entire project. Public Works is reviewing the current waterline plans before sending to engineers for revisions. Final plans, bidding, and construction dates will be determined based on the schedule for the rest of the project.

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Total bids for construction ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021. Construction began November 3, 2021 and will continue for 330 calendar days. The James Garner waterline between Acres and Robinson was added onto the contract for this project in February, with an additional 75 days added onto the project and a revised contract amount of \$3,325,518.50. A final claim and change order have been signed and are on the City Council docket for August 22, 2023.

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL<sub>2</sub>) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. Engineers are working on a preliminary engineering design. They have completed roughly 20%.

Site Evaluation Engineer: Carollo Engineering, Inc. (Tom Crowley & Rebecca Poole)

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering,



LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. A kick-off meeting was held February 15, 2022 after 60% streetscape plans were completed. Funding for the streetscape work will be determined in March, which will determine when the waterline project needs to begin. The waterline will need to be completed before the roadway work begins. 65% plans were recently received. Staff provided the engineer with comments this month and are waiting for revisions to be made.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

#### Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabbiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff received final design plans and sent an invitation to bid to the *Norman Transcript* for publication on December 23, 2021 and December 30, 2021. A mandatory pre-bid was held on January 4, 2022 and the bid opening will be held on January 20, 2022. Bids were opened on February 3, 2022 and four contractors submitted bids. Cimarron Construction Company, LLC submitted the lowest and best bid for the Base Bid and Alternate B at \$2,039,328. The Contract and Bonds were signed and approved by Council on February 22, 2022. A kick-off meeting was held on March 4, 2022. City staff and the Engineer are in the process of reviewing submittals provided by the Contractor. The Engineer is also working on getting a final conformed set of plans together showing the alternate bid that was awarded. Construction start date for the Notice-to-Proceed was March 14, 2022. Rather than a number of days for construction completion, this project has an end date for construction of July 15, 2022. This is to ensure the waterline work is finished prior to the streetscape work. Work began on March 14, 2022. A final change order and pay app was approved by Council on November 22, 2022. As-builts were recently received from the Engineer who noticed the new waterline conflicted with a few future light poles and future storm drain that will be constructed by Public Works. Adjustments will be made to the light pole design by Public Works. Line Maintenance potholed and took accurate elevations of the waterline in these areas. Utilities staff attended the pre-work meeting for the streetscape project, which has a start date of April 3, 2023. Their contractors will start on the south end and move their way north. They will let us know when they have the far west lane close at Himes so that we can contact Cimarron to install the missing bends needed for a new storm drain. The light poles that will be in conflict with our waterline will be moved a few feet in the field to accommodate these conflicts.

Engineer: Garver Engineering (Bret Cabbiness/Sean Price)

#### Water Treatment Plant Carbon Dioxide Tank Replacement (WA0374):

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its scaling and corrosivity potential, so a new tank is necessary. This project will involve removal of the existing 30-ton carbon dioxide tank at the water treatment plant, complete installation of new tank 30-ton tank of correct make and model specified or approved equal, demonstrating correct operation and dosages both manually and remotely, and training water treatment staff on operation and maintenance. Staff awarded the removal and installation to Wynn Construction Co. for \$75,000. Staff awarded the purchase and delivery of the tank to Tomco Systems in the amount of \$228,975 in December 2021. The purchase authorization was approved by Council on January 18, 2022. Tomco moved forward with ordering the tank on April 25, 2022. The new tank was shipped on September 28, 2022 and it was delivered to the WTP on October 3, 2022. The apparatus on top of the tanks has been leaking since installation. It was installed for the tank and the threads did not fit properly. So, a new apparatus arrived to plant on January 24, 2023. Replacement and shut down of the plant occurred on January 26, 2023. Tomco informed staff that this new apparatus was quality control checked against the appropriate pressure. However, Tomco staff noticed one of the heating elements was not working properly during installation of the new apparatus. A 1-year mechanical warranty is required for this tank and Tomco was notified that they need to provide replacement of this as well. The heating element was repaired on 3/10/2023 and all components of the tank are working properly. A final payment was made to Tomco on 3/13/2023.

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and repainting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. A final Technical Memo was received in June 2022 which explained the most necessary repairs needed on clarifiers 1 and 2 are structural and electrical elements. To repair these elements only, the cost would be about \$551,096. In addition, alternates were provided for additional repair/replacements that aren't as dire. Alternate 1 consists of structural and electrical repairs in addition to metal repairs and recoating. Alternate 2 consists of structural and electrical repairs in addition to replacing both clarifiers with new carbon steel tanks. Alternate 3 consists of structural and electrical repairs in addition to replacing both clarifiers with stainless steel tanks. Cost for these alternates are \$2,306,254, \$2,742,868, and \$2,887,684, respectively. Life cycle costs decrease with each alternate. In addition, repairs and recoating to clarifier 3 were included at a cost of \$502,695. WTP staff are reviewing what they would like to do moving forward based on funding and timeline. Staff has determined that clarifier 3 is in most dire need for recoating/potential metal repairs and would like this to be accomplished with funds for this project. Repairs to clarifiers 1 and 2 would be completed at a later date if funding allows. Staff met with Carollo on July 19, 2023 to discuss combining this work with other WTP projects that need to be completed.

#### Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Line Maintenance potholed 27 locations (approximately 20%) in this neighborhood to determine if lead service line replacement will be necessary. All service lines potholed were found to be made of copper. Bids were opened on July 13, 2023 where Cimarron Construction Company was the low bidder at \$2,631,347.00. This number includes replacement of Southlake Addition waterlines as well as waterlines at 1932 E Lindsey Street that have had frequent breaks in the last fiscal year, for which Line Maintenance has had to temporarily repair. This contract is set for City Council approval on August 8, 2023. Staff is working with property owners to acquire easements on the northwest and southeast sides of the addition before construction begins.

Engineer: SRB (Marc Long)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness Engineering, LLC (now part of Garver) was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. Due to the project's close proximity to campus, the design process included public input from University of Oklahoma (OU), OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019, and Phase II was originally scheduled for the summer of 2020.

Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A

final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020.

In March 2020, 2021, and 2022, Phase II was delayed until the following Spring each year, and determination has now been made to proceed with this project in Spring of 2024. NUA will commence coordination discussions with OU, and OU Sororities and Fraternities, homeowners and landlords in the area in preparation for the Spring 2024 work. It is expected that this coordination will confirm limiting construction to the period between OU's Spring 2024 graduation and the start of OU's Fall 2024 semester, in other words, between May 13 and August 18, 2024. In order to ensure a contract has been awarded to the lowest and best bidder and that the selected bidder has ample time to order and receive construction materials, project will be bid well in advance, possibly as early as the Fall of 2023.

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

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

During April 2022, the decision was made to defer construction on this project until Fiscal Year 2023/24. From that point, final design work and easement acquisition was scheduled at a pace intended to synchronize completion of final design, permit application/receipt, and all easement purchases with a scheduled advertisement date of early May 2023. However, while preparing easement documents during Summer 2022, Jacobs determined that there was a potential issue with a long segment of their alignment that was intended to be in easements on property owned by the United States Department of Veterans Affairs (VA) and J.D. McCarty (McCarty). There were existing easements owned by Oklahoma Gas & Electric (OG&E) on both properties (seemingly much larger than needed to accommodate OG&E's overhead power lines in the area) extending into the area Jacobs intended to use for their current alignment for this project. After consideration of several alternatives, it was agreed to determine if OG&E would allow encroachment in their easement as long as it was a reasonable distance from their overhead lines, and in December 2022, OG&E furnished authorization to encroach on their easements on the VA and McCarty properties. As a result, Jacobs is now able to proceed with final design and acquisition of easements so project may be readied for bid.

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

In May 2023, Jacobs advised that they were preparing a request for a contract amendment for various perceived extras encountered during design to date, and they expected to submit this request in June 2023. NUA agreed to review the details of the request upon receipt, but did not necessarily agree that an amendment of any amount was merited. To date, this request has not been submitted. If, upon receipt and review, NUA finds an amendment is merited, final costs would likely be negotiated during late Summer or early Autumn 2023 and the Amendment submitted for City Council approval in Autumn 2023.

Assuming project is not deferred again for budgetary reasons, project is expected to advertise as soon as easements can be completed and Permits issued. Finalizing easements and master meter agreements and obtaining permits is likely to continue into Autumn 2023 with Bidding and Contract Award to follow in the late Fall of 2023. Construction would then commence in early 2024. Project completion is then projected for late Fall 2024.

Engineer: Jacobs Engineering (Arun Srinivasan)

Lindsey Water Tower Rehabilitation and Non-Potable Water Expansion Study - Lindsey Tower was decommissioned

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

In October 2021, NUA requested that Plummer Engineering furnish a proposed scope and fee to analyze the possibility of extending a non-potable water system from the Norman Water Reclamation Facility (WRF) to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's 2060 Strategic Water Supply Plan. This reuse system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer has also been directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for the new non-potable system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. In March 2023, City of Norman furnished additional requested data to Plummer to assist in finalizing their analysis. A final report is expected to be issued during Summer 2023.

Assuming the Plummer study affirms repurposing Lindsey Tower as dedicated non-potable storage, a Contract for Dunham to prepare bidding documents for, and to inspect construction of, rehabilitation work on Lindsey Tower would be submitted to Council in August 2023, and, upon approval, Bidding Documents would then be completed and project advertised, bids opened and contracts awarded in September/October 2023, which would allow for rehabilitation work, including possible abatement work if Dunham determines that existing coatings on tank contain lead-based paint, to be completed during the late summer and fall of 2023 before winter weather can impact coating work.

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

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

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a \$500,000 grant under the Watersmart program or a \$2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals have been received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway. Variance requirements from BOR and OWRB are impacting the finalization of the contract.

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 24<sup>th</sup> NE to 12<sup>th</sup> NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. These two large property owners with whom easement agreements must be negotiated, are also customers with multiple meters with whom NUA intends to negotiate an agreement on master metering. The current intent is to negotiate both easement purchase and master metering agreement concurrently and to incorporate master meter installation for both into this project. Staff will continue to work on obtaining these agreements. In addition, staff is evaluating meter locations at the USPS with in-house forces.

## **SANITATION CAPITAL PROJECTS:**

### Compost Facility Scale House (SA0019):

This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to \$39,000. The engineer requested an increase of \$4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process. Planning reviewed the current set of plans and sent their comments on June 23, 2023. These were forwarded to the Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergint) and low voltage (TransTel) was obtained by IT this month as well. Staff is just waiting on a final set of plans from the Engineer.

Engineer: TriCore Group, LLC (Greg Vance)

### Transfer Station Renovations (SA005):

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

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

Project was advertised on February 10 and 17, 2022 and bids were opened on March 3, 2022. Crossland Construction Company (Crossland) was deemed the lowest and best responsible bidder and a contract was awarded to them on April 26, 2022. Construction work commenced on April 29, 2022. Project is now complete. Final acceptance and final payment were submitted to City Council and they approved on July 11, 2023. Final payment has been issued.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

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

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

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

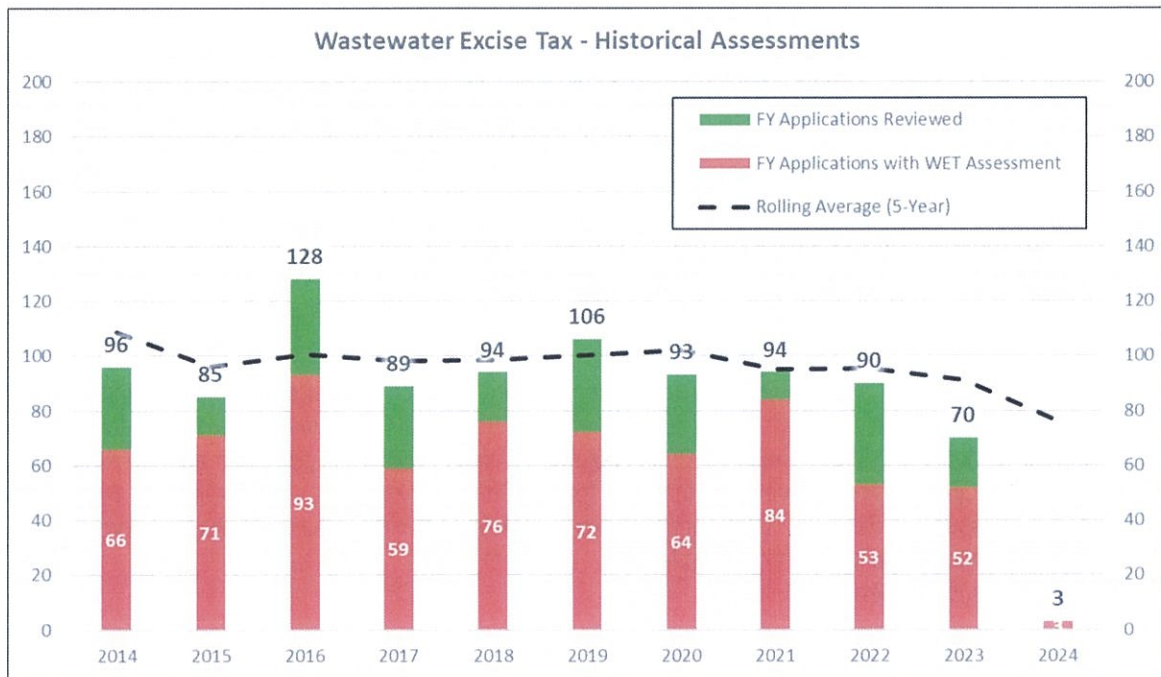
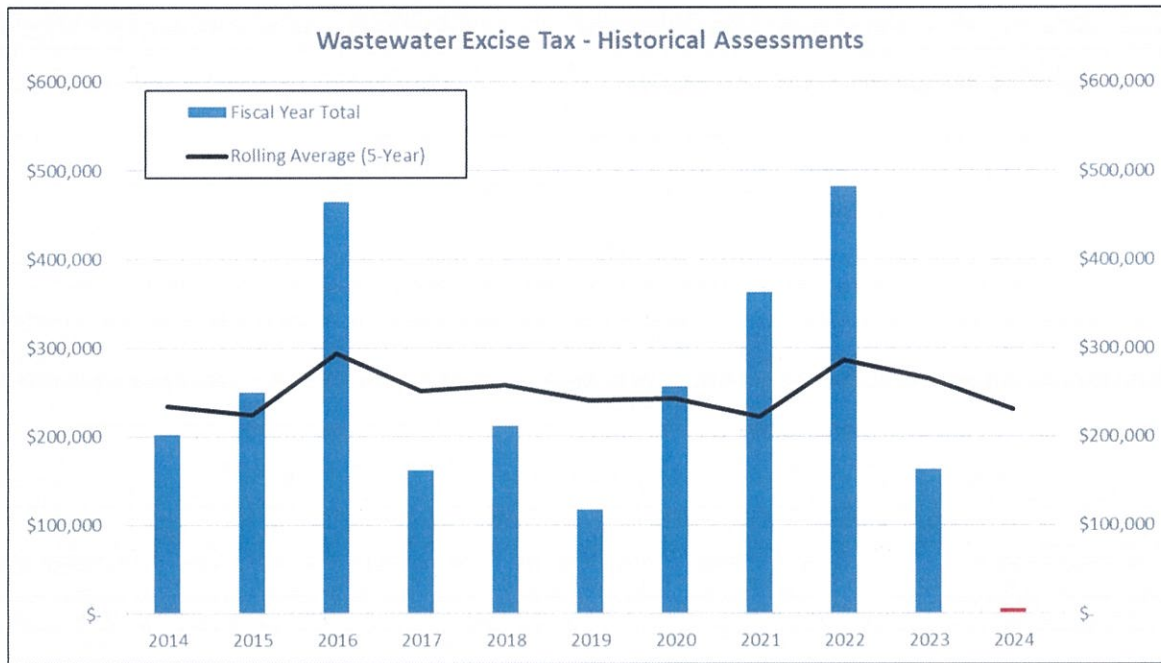
The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. The Household Hazardous Waste building is complete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

Architect: Studio Architects, LLC (George Winters)

#### **Wastewater Excise Tax – Non-Residential:**

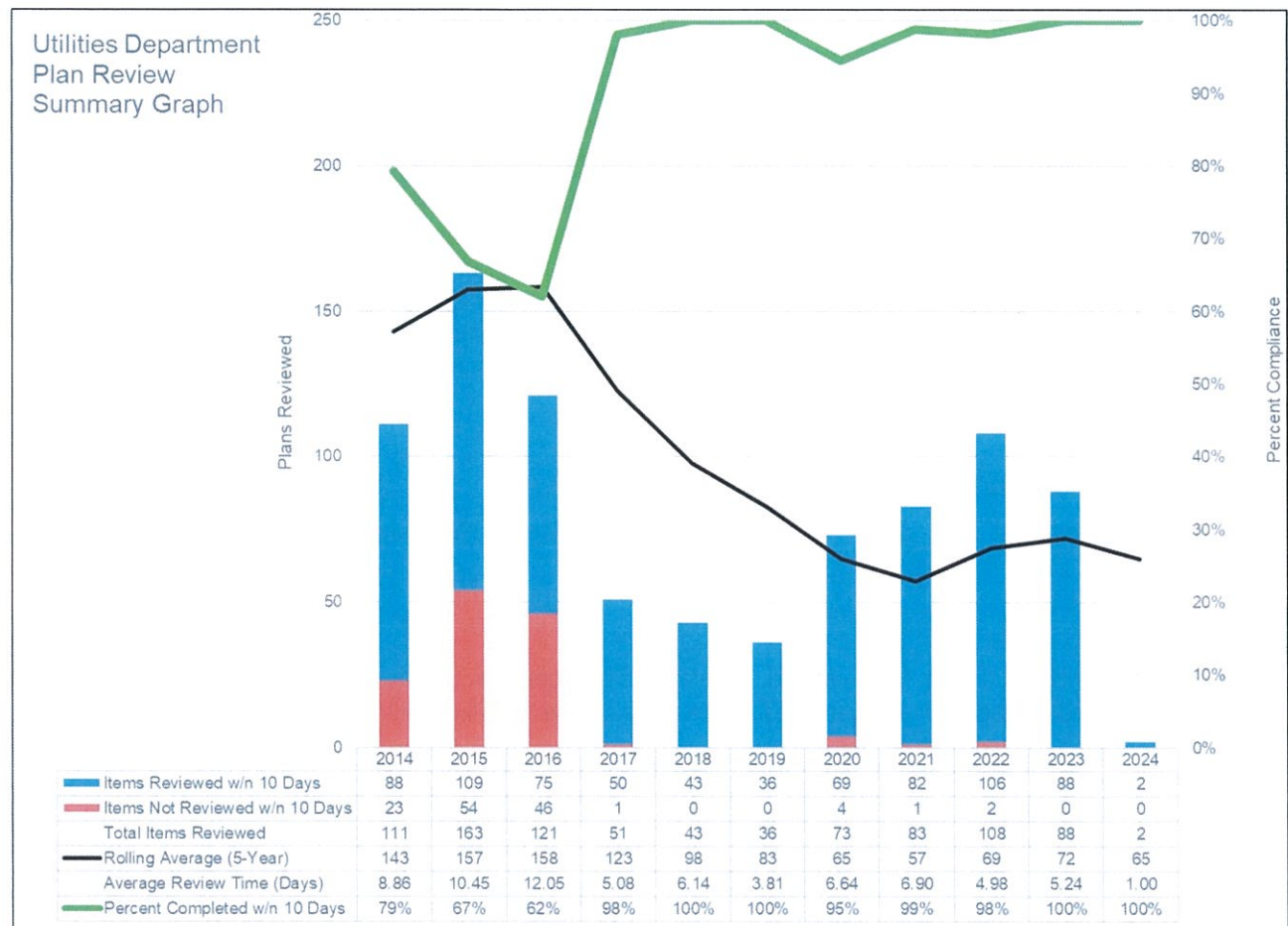
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 1 commercial entity last month. The application was assessed since the application was determined to increase wastewater flows over the previous use of the site. For the fiscal year, 1 commercial property was reviewed and a total of \$1,283.09 was assessed to the entity that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed (current through date of report preparation).





## PLAN REVIEW:

Two plan sets were reviewed this past month. Staff has reviewed 2 plans for the current fiscal year with an average review time of 1 day and with 100 percent of plans reviewed within 10 days.



## RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36<sup>th</sup> 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**

3 Water Well Permits (23-3161, -3377 and -3408) were issued for the month of July.

#### **WATER AUDIT:**

The FYE2023 Water Audit has been created. A data validity score of 46% was obtained. The WTP started recording water volume used for backwash this year, so this was added to the "unbilled metered" consumption data.

<div>DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY JULY 2023</div> <div>SUMMARY</div>
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	MONTHLY	YEAR-TO-DATE
<b>STORMWATER CONSTRUCTION SW</b>		
INSPECTIONS	109	109
ACTIVE SITES	100	100
CITATIONS	0	0
NOVS	0	0
CDOS	0	0
SWOS	0	0
ECPS	2	2

<b>STORMWATER MS4 OPERATIONS</b>		
ACTION CENTER	14	14
PWSTORMWATER	1	1
CALLS	14	14
OTHER	18	18
TOTAL INQUIRIES	47	47
OUTFALL INSPECTIONS	0	0
MCM 5 INSPECTIONS	63	63
MCM 6/P2 INSPECTIONS	0	0

<b>PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM</b>		
FOG INSPECTIONS	30	30
FOOD LICENSE APPROVAL	2	2
SIU INSPECTIONS	1	1
SIU SITES SAMPLED	0	0
TABLE II MONITORING (%)	100	100
TABLE III MONITORING (%)	75	75

<b>HOUSEHOLD HAZARDOUS WASTE</b>		
HHWF: CARS SERVED	83	83
HHW MATERIAL COLLECTED	5557	5557
E-WASTE: CARS SERVED	0	0
E-WASTE COLLECTED	0	0
TOTAL CARS SERVED	83	83
TOTAL MATERIAL COLLECTED	5557	5557

<b>REVENUE</b>		
FOG PROGRAM	100	100
SURCHARGE	6451.21	6451.21
LAB ANALYSIS RECOVERY	0	0
INDUSTRIAL DISCAHRGE PERMIT	0	0
TOTAL	0	0



### ECAB

Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.

Facilitated Yard by Yard, Composting and Recycling Education Information

Continued work on updating the US MCPA.

Planning Tours of JCI and Landfill

### DoERS

Actively serve on Boards of organizations such as LTWA, COSWA, OCASA, and OKRA

Helped facilitate LTWA Rain Barrel Workshop at the Well on July 1 (NLAM)

Active participation in LTWA Carrington Project subcommittee for retrofit of existing LID BMPs with monitoring

Active participation in the Wetland Group team call.

Coordinating with Parks on the Alameda/Carter Nature Park.

Working on expanding electronics collection year-round, and set October 28 as next e-waste date.

Rain Chain Workshop at Central Library on July 23, 2023

Coordinated and implemented activities for Love Your Lake Week and National Lakes Appreciation Month (NLAM)

Chao and Loudonback attended the OFMA SWQT Workshop

Kickoff meeting after initial investigation with Norman Solar Initiative Contractor.

Coordinated City Manager recording of Everyday Environmentalist ad recording

Planning and Coordinating Monarchs in the Park for October 1 in Andrews Park

Demonstrated the Enviroscape at Libraries Love Lakes STEM time on July 26, 2023

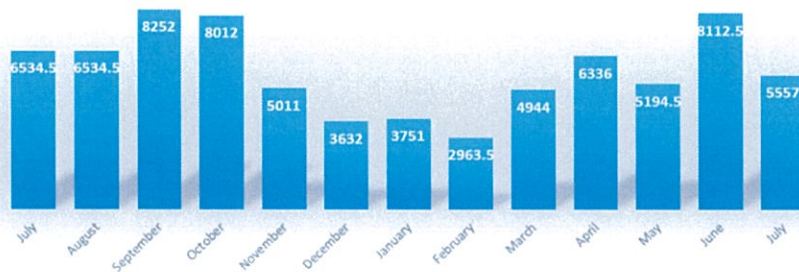
Coordinated and implemented a cleanup and workshop at Central Library on July 29

Coordinated and implemented LTWA's Bug and Fishes of Lake Thunderbird at Lake Thunderbird Boathouse.

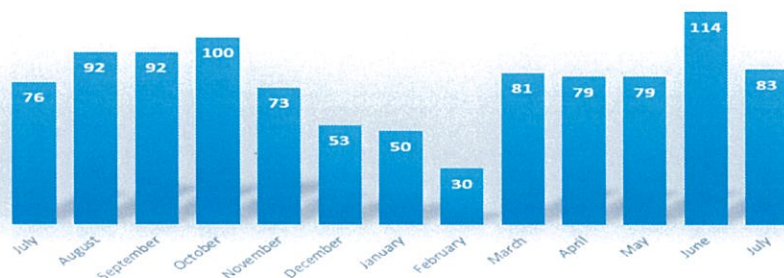
Submitted DoE initial grant interest letter for EECBG program

P. Wright and Gates attended the Region 6 Pretreatment Conference in Denton July 26-29

Amount Collected in Pounds at Facility (lbs)



Number of Facility Appointments



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2024		FYE 2023	
July 2023	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	2	2	0	0
Property Owner Responsibility	12	12	18	18
<b>TOTAL</b>	<b>14</b>	<b>14</b>	<b>18</b>	<b>18</b>
Number of Feet of Sewer Cleaned:				
Cleaned	80,458	80,458	89,424	89,424
Rodded	3,175	3,175	7,275	7,275
Foamed	57,390	57,390	26,758	26,758
SL-RAT	0	0	0	0
<b>TOTAL</b>	<b>141,023</b>	<b>141,023</b>	<b>123,457</b>	<b>123,457</b>
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	0	0	0
Private	0	0	1	1
Other (Lift Station, Line Break, etc.)	0	0	0	0
<b>Total Overflows</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>
Feet of Sewer Lines Televised	16,650	16,650	23,934	23,934
Locates Completed	264	264	401	401
Manholes:				
Inspected	1,210	1,210	1,290	1,290
New	0	0	0	0
Raised	1	1	2	2
Repaired	1	1	3	3
Feet of Sewer Lines Replaced/Repaired	4.00	4.00	0	0
Hours Worked at Lift Station	46.44	46.44	116	116
Hours Worked for Other Departments	5.33	5.33	0.63	0.63
OJI's	0	0	2	2
Square Feet of Concrete	0	0	0	0
Average Response Time (Minutes)	38.00	38.00	38.50	38.50
Number of Claims	0.00	0.00	0.00	0.00



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2024		FYE 2023	
July 2023	MONTH	YTD	MONTH	YTD
<b>New Meter Sets:</b>	<b>40</b>	<b>40</b>	<b>32</b>	<b>32</b>
Number Short Sets	40	40	30	30
Number Long Sets	0	0	2	2
Average Meter Set Time	5.65	5.65	4.83	4.83
Number of Work Orders:				
Service Calls	362	362	476	476
Meter Resets	1	1	0	0
Meter Removals	0	0	9	9
Meter Changes	29	29	22	22
Locates Completed	418	418	389	389
Number of Water Main Breaks	14	14	18	18
Average Time Water Off	1.93	1.93	2.59	2.59
Number of Water Leaks	40	40	46	46
Fire Hydrants:				
New	0	0	2	2
Replaced	0	0	0	0
Maintained	64	64	77	77
Number of Valves Exercised	139	139	242	242
Feet of Main Construction	490	490	115	115
Hours of Main Construction	845	845	241	241
Meter Changeovers	5	5	0	0
OJI's	0	0	1	1
Hours Flushing/Testing New Mains	13.07	13	30	30
Hours Worked Outside of Division	0.00	0.00	0	0

City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
July 1-31, 2023

**Flow Statistics**

	<b>FYE 2024</b>		<b>FYE 2023</b>	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	399.4	399.4	311.0	311.0
Total Effluent Flow (M.G.)	384.3	384.3	288.8	288.8
Influent Peak Flow (MGD)	28.3	28.3	10.6	10.6
Effluent Peak Flow (MGD)	27.7	27.7	10.1	10.1
Daily Avg. Influent Flow (MGD)	12.9	12.9	10.0	10.0
Daily Avg. Effluent Flow (MGD)	12.4	12.4	9.3	9.3
Precipitation (inches)	5.9	5.9	0.2	0.2

**Discharge Monitoring Report Stats**

EPA minimum percentage removal 85%

5 day BOD:

Avg.

Avg.

Influent Total (mg/l)	129	195
Effluent Carbonaceous Total	2	3
Percent Removal	98.4	98.5

Total Suspended Solids:

Influent (mg/L)	206	283
Effluent (mg/L)	7	9
Percent Removal	96.6	96.8

Dissolved Oxygen:

Influent (min)	0.5	0.7
Effluent (min)	7.4	7.8

pH

Influent (Low)	6.8	6.6
(High)	7.3	7.3
Effluent (Low)	6.6	6.9
(High)	7.4	7.6

Ammonia Nitrogen

Influent (mg/L)	24.5	31.0
Effluent (mg/L)	0.6	3.0
Percent Removal	97.6	90.3

**Utilities**

Electrical

Total kWh Used (Plant wide)	414,960	414,960	524,400	524,400
Aeration Blowers & Headworks	125,800	125,800	175,500	175,500
UV Facility	68,800	68,800	69,200	69,200

Natural Gas

Total cubic feet/day (plant wide)	109,000	109,000	133,000	133,000
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Public Education (Tours)

2	97	0	0
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Total Attendees FYE 24

97	0
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Reclaimed Water System (MG)

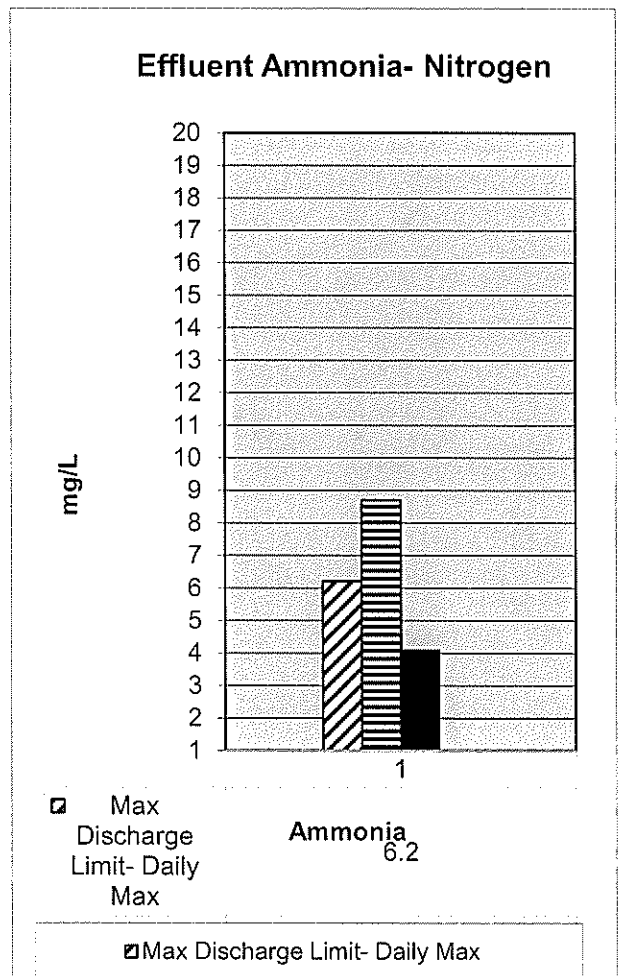
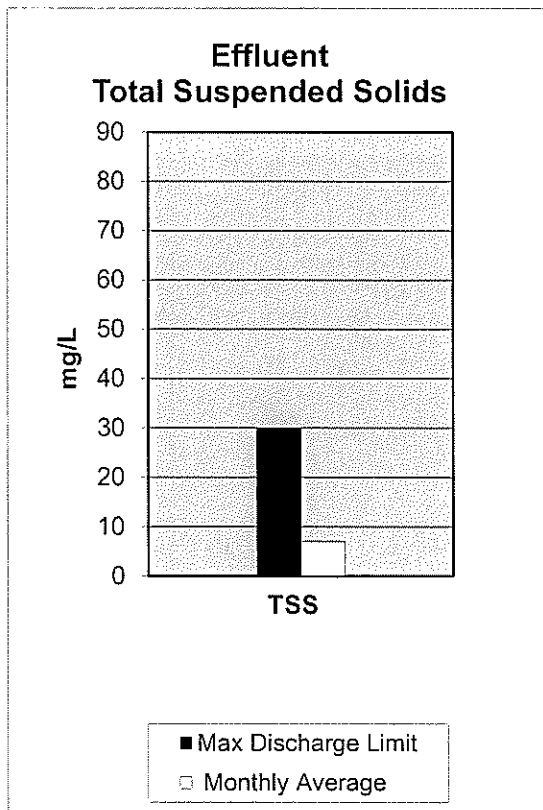
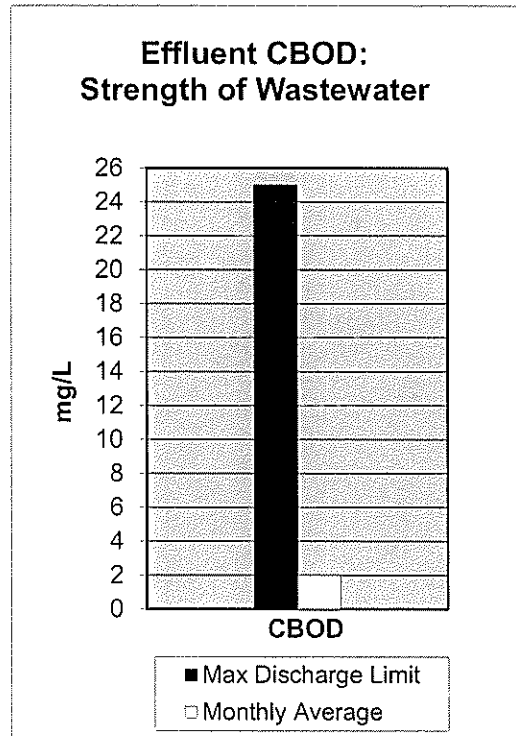
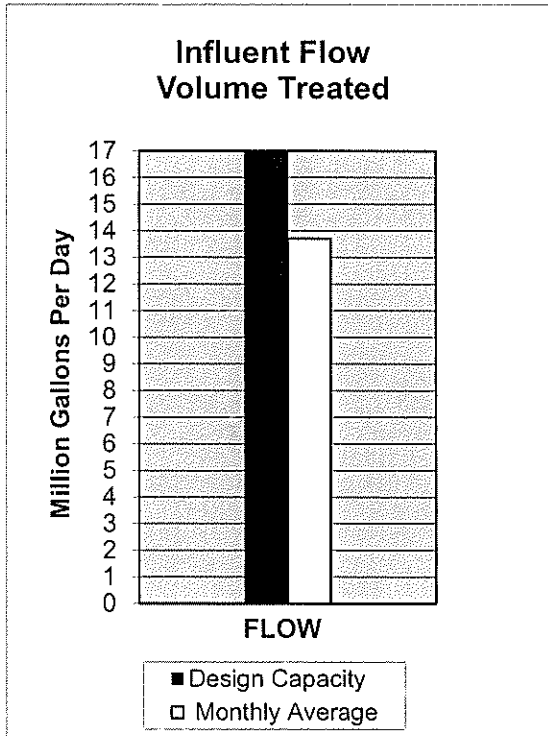
0.0	0.0	0.0	0.0
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OU Golf Course (MG)

11.4	11.4	20.5	20.5
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E. coli geometric mean for July **8 MPN** (Limit is 126)

**CITY OF NORMAN**  
**WATER RECLAMATION FACILITY**  
 July 2023



Comments here

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

**WATER TREATMENT DIVISION**

**MONTH: July-2023**

	<b>FYE 2024</b>		<b>FYE 2023</b>	
	<u><b>This month</b></u>	<u><b>Year to date</b></u>	<u><b>This month</b></u>	<u><b>Year to date</b></u>
<b>Water Supply</b>				
Plant Production (MG)	439.05	439.05	444.13	444.13
Well Production (MG)	67.82	67.82	194.16	194.16
Oklahoma City Water Used (MG)	30.36	30.36	31.99	31.99
Total Water Produced (MG)	537.23	537.23	670.28	670.28
Average Daily Production	17.33	17.33	21.62	21.62

**Peak Day Demand**

Million Gallons	20.46	20.46	25.52	25.52
Date	7/28/2023	7/28/2023	7/27/2022	7/27/2022
System Capacity (see note 1)	25.78	25.78	25.78	25.78
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00

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

**Costs**

Plant	\$695,523.26	\$695,523.26	\$696,676.03	\$696,676.03
Wells	\$220,986.92	\$220,986.92	\$272,276.08	\$272,276.08
OKC	\$100,047.39	\$100,047.39	\$99,372.28	\$99,372.28
Total	\$1,016,557.57	\$1,016,557.57	\$1,068,324.39	\$1,068,324.39

**Cost per Million Gallons**

Plant	\$1,584.16	\$1,584.16	\$1,568.63	\$1,568.63
Wells	\$3,258.24	\$3,258.24	\$1,402.34	\$1,402.34
OKC	\$3,295.48	\$3,295.48	\$3,106.35	\$3,106.35
Total	\$1,892.22	\$1,892.22	\$1,593.86	\$1,593.86

**Water Quality**

Bacterial Samples in Compliance	100	100	100	100
Bacterial Samples out of Compliance	0	0	0	0
Total number of inquiries (Note 2)	1	1	2	2
Total number of complaints (Note 2)	3	3	2	2
Number of complaints per 1000 service connections	0.07	0.07	0.05	0.05

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	1	0	0

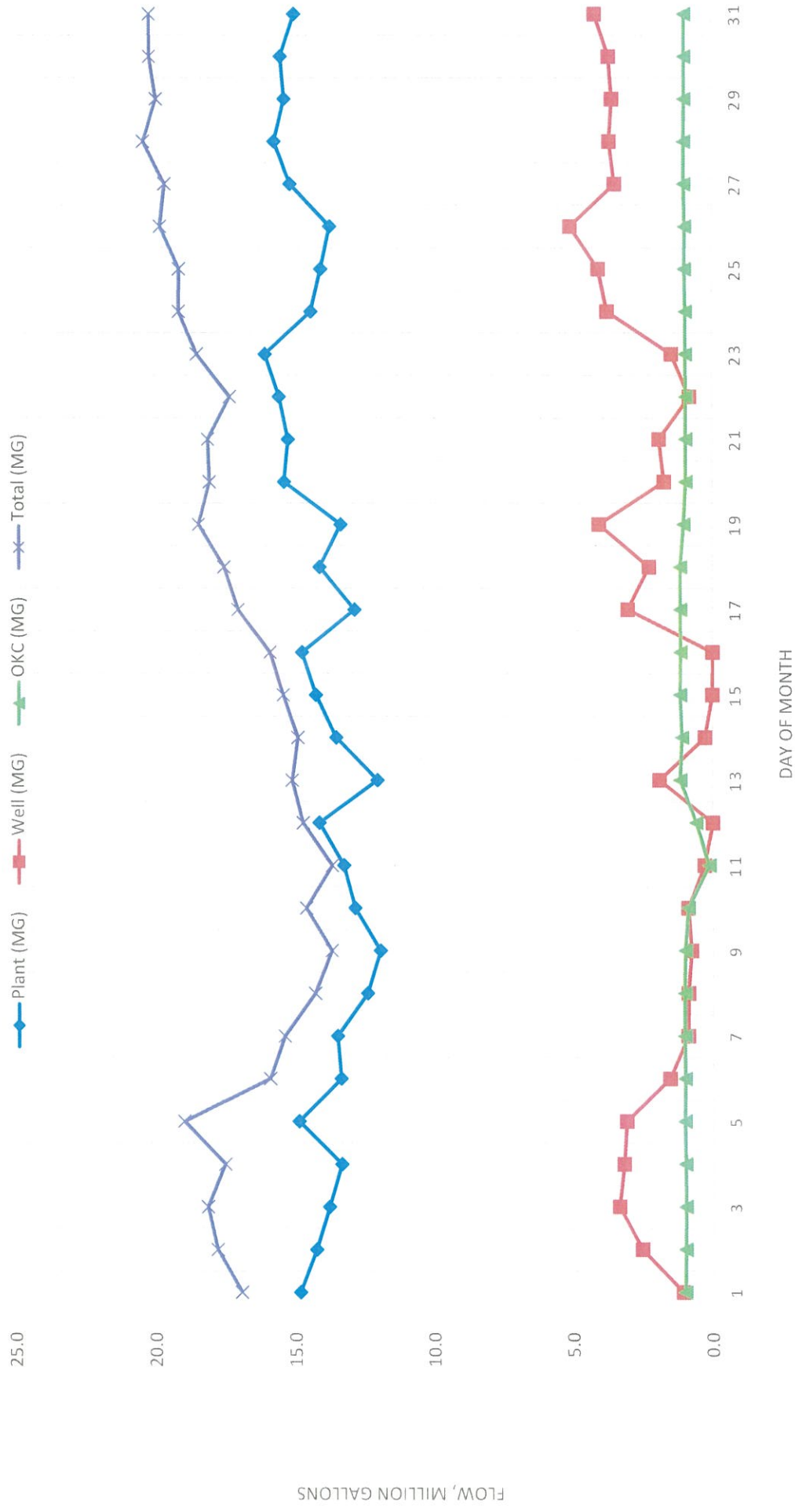
**Public Education**

Number of tours conducted	0	0	0	0
Number of people on tours	0	0	0	0

**Notes:**

Well 42 pump leads repaired by staff. Replaced lime slurry flow meter on SCC 4. Staff started SCC 1.  
Replaced process pH probes in ozonizer and SCC eff junction basins. Staff repaired SCC 1 mixer gearbox and put in service.  
Staff repaired water leak at well 31, back in service.

# WATER PRODUCTION FOR JULY 2023



# MONTHLY TRANSFER STATION REPORT

## July 2023

	TONS PER MONTH	REVENUE PER MONTH
O.U.	244.83	\$12,919.68
STANDARD GATE	2,362.23	\$137,649.66
RESIDENTIAL	458.81	\$18,284.00
TOTALS:	3,065.87	\$168,853.34

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	507.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9856.02
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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:	507.00
GRAND TOTAL TONS TO LANDFILLS	9,856.02

DISPOSAL COST PER TON (OKC)	\$21.45
TIPPING FEE'S FOR DUMPING AT OKC:	\$211,411.63
GRAND TOTAL TIPPING FEE'S	\$211,411.63

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	617.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4177.15
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	412.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	2966.75
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1029.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	7143.90
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	541.70
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TOTAL TONS RECEIVED AT TRANSFER STATION	20607.49
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## SANITATION DIVISION PROGRESS REPORT

SUMMARY 2024

	FYE 23		FYE 24	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	0	3	3
<u>On The Job Injuries</u>	0	0	0	0
<u>Bulk Pickups</u>	35	35	36	36
<u>Refuse Complaints</u>	103	103	100	100
<u>New Polycarts Requests</u>	84	84	62	62
<u>Polycarts Exchanges</u>	6	6	7	7
<u>Additional Polycart Requests</u>	76	76	66	66
<u>Replaced Stolen Polycarts</u>	24	24	36	36
<u>Replaced Damaged Polycarts</u>	91	91	113	113
<u>Polycarts Repaired</u>	34	34	63	63

## COMPOST MONTHLY REPORT

JULY 2023

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	541.70
LANDFILL TIPPING FEE'S	\$ 21.45
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 11,619.47
TONS BROUGHT IN BY PUBLIC:	1,600.00
TONS BROUGHT IN BY CONTRACTORS :	2,500.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	300.00
LANDFILL TIPPING FEE'S	\$ 21.45
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 94,380.00
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 105,999.47
REVENUE COLLECTED FROM COMPOST SALES:	\$560.00
REVENUE COLLECTED FROM GATE SALES:	\$17,140.00
TOTAL TONS COLLECTED	4,941.70

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN	36	
DRYING BEDS	1,600	
COMPOST SOLD BY CUBIC YARDS		168
MULCH SOLD BY CUBIC YARDS	4,200	
TOTAL:	5,836	168

**CURBSIDE MONTHLY RECYCLING REPORT****Jul-23****PROGRAM STATISTICS**

	<b>AVERAGE MONTH</b>
SET OUT/PARTICIPATION RATE:	90%
AVERAGE TONS PER DAY :	13.38
POUNDS PER HOME:	11.49

**COMMODITY BY TON**

	<b>% of Total</b>	<b>TONS</b>
ALUMINUM BEVERAGE CAN	1.96%	7.86
#1 PET	4.08%	16.37
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	40.41
MIX PAPER	29.67%	119.05
PLASTIC FILM	0.60%	2.41
#2 NATURAL	1.11%	4.45
#2 COLOR	1.66%	6.66
#3-#7	0.00%	0
METAL	0.30%	1.2
RIGIDS	0.26%	1.04
TIN-STEEL SCRAP	2.14%	8.59
TRASH	27.91%	111.99
OCC	20.24%	81.22
<b>TOTAL</b>	<b>100.00%</b>	<b>401.25</b>

	<b>MONTH</b>
SERVICE CALLS (MISSES)	62
HOUSESIDE	8
REMINDER	5
SCATTERED	0
MISC.	1
REPAIR	23
NEW	47
ADD	4
MISSING	18
EXCHANGE	0
REPLACE	9
PICK UP	24
<b>TOTAL CALLS</b>	<b>201.00</b>

	<b>MONTH</b>
<b>LANDFILL COST AVOIDANCE</b>	<b>\$7,924.69</b>

# Drop Center Report

JULY 23

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	lbs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINIUM:	\$1,050.00	\$0.00		0	0	0%	\$21.45	\$5,000.21
PLASTICS:	\$5.00	\$0.00						
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$35.00	\$0.00						

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer
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	TONS	TONS	TONS	Total Tons	PRO/FEE	Revenues	Net
ALUMINIUM:	0.28	0.14	0.44	0.02	0.88	\$0.00	\$924.00
PLASTICS:	2.94	1.52	5.27	0.37	10.1	\$0.00	\$50.50
STEEL CANS:	0.28	0.14	0.44	0.02	0.88	\$0.00	\$0.00
MIXED OFFICE PAPER:	2.27	1.78	7.36	0	11.41	\$0.00	\$0.00
CARDBOARD:	15.58	9.93	26.69	0.66	52.86	\$0.00	\$1,850.10
RECYCLING CENTER TOTALS:	21.35	13.51	40.2	1.07	76.13	\$0.00	\$2,824.60

Commercial Cardboard Containers	Revenues	TONS	Compactors	Revenues	WOOD	TONS	Revenues	Glass	TONS	Revenues	Metal	TONS	Revenues
TONS	61.21	\$2,142.35	13.02	\$455.70			0	\$0.00		0	\$0.00	4.26	\$341.20
												Cost	\$0.00
												Profit	\$341.20

Expenses

Average hrly+ benefits \$26.78

Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total
Hours	54	174.89	10	14
Labor \$	\$1,446.12	\$4,683.55	\$267.80	\$374.92
Vehicle cost	\$0.00	\$0.00	\$0.00	\$0.00

Customer Revenue	\$11,712.12
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Total All Recycle and Cardboard	
Tons	154.62
Revenues	\$5,763.85

Total Recycle Only	
Tons	27.53
Revenues	\$1,315.70

Total Cardboard	
Tons	127.09
Revenues	\$4,448.15

Revenue	Total Revenue	Total Expense	Total Net
	\$17,475.97	\$6,772.39	\$ 10,703.58