

# City of Norman



## Monthly Departmental Report

June 2024

## **MONTHLY PROGRESS**

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**CITY CLERK      1**

**CITY CLERK**

**MONTHLY PROGRESS REPORT**

**June 2024**

<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	17	170	0	18
Bus Service	0	1	0	0
CDBG	1	3	0	2
City Clerk	54	676	0	17
City Manager/Mayor	6	34	0	12
City Wide Garage Sale	26	26	0	0
Code Enforcement	62	627	4	27
Finance	2	36	0	0
Fire/Civil Defense	2	19	1	6
Human Resources	8	118	0	6
I.T.	1	33	0	0
Legal	5	54	0	5
Line Maintenance	13	287	0	10
Municipal Court	1	45	0	3
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	2	32	2	6
Parks & Recreation	0	281	01	12
Permits/Inspections	45	594	1	7
Planning	23	194	0	6
Police/Parking	49	985	8	32
Public Works	17	166	3	11
Recycling	2	4	0	1
Sanitation	40	586	0	20
Sidewalks	0	0	0	1
Storm Debris	0	0	0	17
Storm Water	7	97	2	20
Streets	40	351	0	26
Streets Lights	0	81	0	24
Traffic	14	208	1	12
Utilities	38	593	0	11
WC Questions	0	0	0	0
WC Violations	0	0	0	0
<b>June Total:</b>	<b>475</b>	<b>6301</b>	<b>23</b>	<b>312</b>

**LICENSES**

Fourteen New licenses and Zero Renewals were issued during the month of June. 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	6	Retail Beer	0	76
Brewer	0	6	Retail Spirits Store	4	11
Coin-Operated Devices	3	627	Retail Wine	0	42
Distiller	0	0	Salvage Yard	0	1
Food	19	506	Sidewalk Dining	0	12
Game Machines	0	83	Solicitor/Peddler (30 day)	2	15
Impoundment Yard	0	2	Solicitor/Peddler (60 day)	0	5
Kennel	1	22	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	8	39	Special Event	0	7
Medical Marijuana Grower	3	18	Strong Beer & Wine/Winemaker	1	25
Medical Marijuana Processor	2	16	Taxi/Motorbus/Limousine	0	0
Medical Marijuana Testing Laboratory	0	1		0	0
Mixed Beverage	0	61	Temp Food (one day)	0	0
Mixed Beverage/Caterer	1	55	Temp Food (30 day)	1	1
Pawnbroker	0	4	Temp Food (180 day)	4	4
Pedicab	0	0	Transient Amusement	0	0
<b>YTD License Total:</b>	<b>37</b>	<b>1409</b>		<b>12</b>	<b>254</b>

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
The One LLC dba Lone Star Labs	782 Research Park Blvd	Medical Marijuana Processor
In The Weeds LLC	2315 E Lindsey	Medical Marijuana Processor
In The Weeds LLC	2315 E Lindsey	Medical Marijuana Dispensary
Budeaze	1401 Atalon Drive	Medical Marijuana Dispensary
Lea Holdcraft Boarding	1700 72nd Ave SE	Kennel (Commercial)
Queen of Terps LLC	5300 Winding Oaks Ln	Medical Marijuana Grower
Surf Car Wash	1319 Skyler Way	Coin Operated Vending

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
	Sooner Bloomers	
	Moxie Pest Control	

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Super Taco Loco		
Taqueria El Mexicano #2		
Taqueria La Chiva LLC		
Jack's Ice Cream		
	Willie Mae's Soul Food & More	

**CLAIMS FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
06/06/2024	Mark & Terri Campbell	Claimant alleges, on February 23, 2024, a section of the street at or around 1024 Fay Avenue was cut-out and left unmarked. Claimant alleges they hit the section of road, flattening both passenger side tires.	\$ 346.73
06/13/2024	Kayla Castro	Claimant alleges, on October 23, 2023, she was involved in a car collision when the driver of a City of Norman garbage truck failed to stop at a turning red light, pushing her vehicle into the one in front of her and damaging her vehicle and injuring her.	\$ 13,760.66
06/21/2024	Benjamin F. Erbar	Claimant alleges, on June 11, 2024, he was instructed to drop his tools where he stood and stand by the wall. Claimant alleges that his tools were gone when Police Officer Worthley was done with him.	\$ 510.00

**SPECIAL SESSION**

On June 4, 2024, City Council met in a Special Meeting to consider the FYE 2025 City of Norman proposed Operating and Capital Budgets and the Norman Convention and Visitors Bureau, Inc. and FYE 2025 Budget with detailed annual plan of work.

On June 11, 2024, City Council met in a Special Meeting to discuss The Griffin Visioning Master Plan and consideration to adjourn into an executive session as authorized by Oklahoma Statutes, Title 25 §307 (B) (4) to discuss pending litigation in the case of Smith vs. The City of Norman, Cleveland County District Court Case CIV-22-1002-JD (WDOK 2022).

On June 25, City Council met in a Special Meeting to consider adjourning into an executive session as authorized by Oklahoma Statutes, Title 25 §307 (B) (1) in order to evaluate the City Manager as required by Section 5 of Contract K-1819-146.

**FINANCE COMMITTEE**

On June 20, 2024, the Finance Committee met and discussed shopping carts, monthly revenue and expenditure reports and internal audit programs update.

**BUSINESS AND COMMUNITY AFFAIRS COMMITTEE**

On June 6, 2024, the Business and Community Affairs Committee met and discussed potential changes to the Zoning uses allowed as Home Occupations and to report on Special Events attendance and visitors.

**COMMUNITY PLANNING & TRANSPORTATION COMMITTEE**

On June 27, 2024, the Community Planning and Transportation Committee met and was presented with the Public Transit Report, including minor route changes and a Capital Projects update.

**OVERSIGHT COMMITTEE**

On June 13, 2024, the Oversight Committee met and was given an Emergency Shelter update, a presentation from the Cleveland County Health Department regarding the Harm Reduction Program and discussed the expansion of the Central Norman Zoning Overlay District.



**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 – June 2024

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 June are discussed below:

Treasury Division:

In the month of June, the Treasury Division processed 40,547 payments in person and over the phone, a decrease of -2% from last month. Paymentus (the City’s 3<sup>rd</sup> party processor of online and automated telephone payments) processed 15,037 payments in June, an increase of 5% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of June by -0.6%. Revenues from the City’s largest single source of revenue, sales tax, are above target by 0.04% for the year to date and -0.2% below 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	\$55,179,654	\$55,199,598	\$55,332,694	\$54,948,122
General Fund Revenue	\$105,340,736	\$104,631,911	\$101,480,634	\$95,327,743
General Fund Expenses	\$114,965,791	\$108,222,999	\$96,068,137	\$90,984,068

## Administration Division

	FYE 24		FYE 23	
	June	YTD	June	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	320.00	4,160.00	320.00	3,568.00
Total Comp Time Available	1.25	17.50	1.50	42.50
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	1.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>321.25</b>	<b>4,178.50</b>	<b>321.50</b>	<b>3,610.50</b>
Benefit Hours Taken	72.00	629.50	58.00	443.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>249.25</b>	<b>3,549.00</b>	<b>263.50</b>	<b>3,167.50</b>
 <b>PERMANENT PART-TIME</b>				
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**ACCOUNTING 3A**

## Accounting Division

	FYE 24		FYE 23	
	June	YTD	June	YTD
Total Regular Hours Available	960.00	14,400.00	1,120.00	14,560.00
Total Comp Time Available	0.25	20.25	1.75	26.75
Total Overtime Hours	0.00	40.00	8.75	98.00
Total Bonus Hours	0.00	4.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>960.25</b>	<b>14,464.25</b>	<b>1,130.50</b>	<b>14,684.75</b>
Benefit Hours Taken	135.50	2,331.50	301.25	3,298.75
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>824.75</b>	<b>12,132.75</b>	<b>829.25</b>	<b>11,386.00</b>
 <b>PERMANENT PART-TIME</b>				
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CITY REVENUE REPORTS**

**3B**

## City Revenue Report

	FYE 24 May	FYE 24 June	Plus/Minus
Total Revenue Received (\$)	\$4,970,787	\$5,046,597	\$75,810
Utility Payments - Office (#)	41,470	40,547	(923)
Utility Payments - Office (\$)	\$4,657,773	\$4,868,375	\$210,602
Paymentus (#)	14,316	15,037	721
Paymentus (\$)	\$1,445,260	\$1,521,251	\$75,991
Lockbox (#)	8,299	8,189	(110)
Lockbox (\$)	\$1,245,925	\$1,372,843	\$126,918
E-Lockbox (#)	3,661	3,396	-265
E-Lockbox (\$)	351,150	339,355	(\$11,795)
Bank Draft Payments (#)	12238	11546	(692)
Bank Draft Payments (\$)	\$1,200,543	\$1,246,796	\$46,253
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	119	109	(10)
Processed Return Checks (\$)	(\$12,701)	(\$16,020)	(\$3,319)
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	209,343	85,626	(\$123,717)
Municipal Court - Fines/Bonds (\$)	242,075	178,223	(\$63,852)
Municipal Court - Credit Card (#)	678	339	(339)
Municipal Court - Credit Card (\$)	114,093	67,899	(46,194)
Building Permits Cash Report (\$)	0	0	\$0
Building Permits Credit Card (#)	0	0	0
Building Permits Credit Card (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC (\$)	\$0	\$0	\$0
Business License - City Clerk (\$)	0	0	\$0
Accounts Receivable Billed (\$)	\$59,804	\$62,682	\$2,878

**Building Permits/Planning/City Clerk went to a new system in the beginning of November. The reporting is not matching up with the deposits. We are still trying to figure out the best way to report it and subsequently I haven't got the info to include on my daily reports.**

**This affects the Total Revenue Received as well.**



## Budget Services Division

	FYE 24		FYE 23	
	June	YTD	June	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	320.00	3,840.00	320.00	4,160.00
Total Comp Time Available	0.00	1.50	2.50	4.75
Total Overtime Hours	3.50	3.75	0.00	3.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>323.50</b>	<b>3,845.25</b>	<b>322.50</b>	<b>4,168.25</b>
Benefit Hours Taken	34.00	681.25	27.00	573.25
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>289.50</b>	<b>3,164.00</b>	<b>295.50</b>	<b>3,595.00</b>
<b>PERMANENT PART-TIME</b>				
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Treasury Division

	FYE 24		FYE 23	
	June	YTD	June	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	920.00	10,373.00	640.00	10,017.75
Total Comp Time Available	4.00	108.25	0.00	33.75
Total Overtime Hours	36.00	417.00	40.00	516.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>960.00</b>	<b>10,898.25</b>	<b>680.00</b>	<b>10,567.75</b>
Benefit Hours Taken	166.50	2,048.00	91.00	2,220.50
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>793.50</b>	<b>8,850.25</b>	<b>589.00</b>	<b>8,347.25</b>
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**UTILITY      3C**

## Utility Division

	FYE 24		FYE 23	
	June	YTD	June	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	1,120.00	13,220.00	1,120.00	14,560.00
Total Comp Time Available	0.00	215.00	3.00	156.70
Total Overtime Hours	54.75	579.00	50.25	694.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>1,174.75</b>	<b>14,014.00</b>	<b>1,173.25</b>	<b>15,410.70</b>
Benefit Hours Taken	167.75	2,201.00	164.25	2,614.75
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>1,007.00</b>	<b>11,813.00</b>	<b>1,009.00</b>	<b>12,795.95</b>
 <b>PERMANENT PART-TIME</b>				
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

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

	24-May	24-Jun
Mail Payments - Lockbox	8,299	8,189
Mail Payments - E-Lockbox	3,661	3,396
Mail Payments - Office	102	312
<b>Total Mail Payments - Subtotal</b>	<b>12,062</b>	<b>11,897</b>
Night Deposits	125	143
Paymentus Payments	14,316	15,037
<b>Without assistance paymnts - Subtotal</b>	<b>14,441</b>	<b>15,180</b>
Office Payments	1,950	2,034
<b>With assistance payments - Subtotal</b>	<b>1,950</b>	<b>2,034</b>
<b>Total Payments Processed - Subtotal</b>	<b>28,453</b>	<b>29,111</b>
Bank Draft (ACH) Payments	12238	11546
<b>Total Payments (Utility)</b>	<b>40,691</b>	<b>40,657</b>
<b>Total Payments</b>	<b>56,906</b>	<b>58,222</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 2024

	FYE 24		FYE 23	
		YTD		YTD
STATUS REPORT				
Regular Utility Accounts Billed	47,147	539,693	44,403	533,687
New Deposit Ons Billed	989	8,620	1,081	9,075
Final Accounts Billed	1,156	8,532	1,260	8,623
TOTAL METERS READ	49,292	556,845	46,744	551,385

**FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report June 2024

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	19	1.21%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.06%
3 - Rescue & emergency	919	58.65%
4 - Hazardous Conditions (No Fire)	24	1.53%
5 - Service Call	128	8.17%
6 - Good Intent Call	360	22.97%
7 - False Alarm & False Call	82	5.23%
8 - Severe Weather & Natural Disaster	1	0.06%
9 - Special Incident Type	2	0.13%
Incomplete Reports	31	1.98%
<b>Total Incident Count (Unique Calls)</b>	1567	100.00%
<b>Number of Total Unit Responses</b>	1981	

Total Fire Loss \$113,800.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
<b>Station #1</b>	350	276	0:04:36
<b>Station #2</b>	201	352	0:05:52
<b>Station #3</b>	247	355	0:05:55
<b>Station #4</b>	156	303	0:05:03
<b>Station #5</b>	68	595	0:09:55
<b>Station #6</b>	73	514	0:08:34
<b>Station #7</b>	161	358	0:05:58
<b>Station #8</b>	127	347	0:05:47
<b>Station #9</b>	181	334	0:05:34

### Community Outreach

Tours and Special Events	18	Station Tours, Safety Town, Juneteenth Support, Junior Police Academy
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### Burn Permits

Burn Permits Issued	199	Conditions were favorable for burning 14 days in June
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### Training

Total Personnel Training Hours	2127	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator
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**NFD Monthly Progress Report  
June 2024**

**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*	12	1	1		4			2	2	2
Chief 301	15	1	1		1			9	3	
Chief 302	10	4	2		2			1	1	
Chief 303	6	1	1					1	1	2
Chief 304	15	3	1		4			3	3	1
Chief 401	10	2		1		1	1	3	1	1
Chief 402	3			1		1			1	
Chief 403	8	2				2	2		2	
Chief 404	24	2	1	1	4	2	5	2	1	6
Engine 1	349	327		4	3		2	6	2	5
Brush 1	5	3							1	1
Ladder 1	44	28	2		5			3	1	5
Engine 2	217	3	201	3	7			3		
Brush 2	4		3		1					
Ladder 2	11	2	1		4			1	1	2
Engine 3	255	3	2	247			1			2
Engine 4	166		2		156			3	5	
Brush 4	5				3				2	
Tanker 4	2				1				1	
Engine 5	19					14	5			
Brush 5	74					70	4			
Engine 6	32					3	24	1	1	3
Brush 6	86					5	73		2	6
Rescue Boat 6	4						1		1	2
Squad 7	187	9	3	3	5			159	6	2
Rescue Boat 7	2								2	
Brush 7	3							1	1	1
Engine 8	146	1	1		6			12	126	
Brush 8	7	1						1	5	
Tanker 8	2	1						1		
Engine 9	194	3	1	2		3	4		1	180
Brush 9	7	1				3	1			2
Tanker 9	11	1				2	2	2	3	1
EM1*	8	1	1		2			1	1	2
EMS1*	10	1	1		4			1	1	2
Fire Marshal 1	3	1					1			1
Fire Marshal 2	1									1
Fire Marshal 3	4	1			2				1	
Fire Marshal 4	5		1		1				1	2
Fire Marshal 5	14	2	1	2	3	1	1	1	1	2
Fire Marshal 6	1								1	
	<b>1981</b>	<b>405</b>	<b>227</b>	<b>264</b>	<b>218</b>	<b>107</b>	<b>127</b>	<b>217</b>	<b>182</b>	<b>234</b>

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

## June 2024 Fire Prevention Activity Summary

### Prevention Department Update and Activities

Training	30 hours	Evidence based guidelines, Airport, Incident Command System, Info. Gathering, Legal Aspects, etc
Inspection/Re-Inspection Activities	94.5 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools
Smoke Detectors	12	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	9	0 Joint, 6 Closed, 0 Complete, 3 Pending
Investigative Activities	32 hours	Fire Scene Investigation, reports, OSBI, Court Appearances, interviews/Interrogation, Obtain Warrant, File Charges
Department Meetings	32 (28 hours)	Shift Change Meetings, Staff Meeting, Crime Stoppers
Station & Equipment Maintenance	52 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	21	Public education, city events, Safety Town

### Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building/ Fire Protection System Plan Reviews	42	60
Building Inspections/Re-inspections	56	42
Meetings	11	14
Training (Fire Protection in-house, Target Solutions)	4	6
Communication	N/A	15
<b>Totals</b>		<b>137</b>
Time Off (VAC, SICK, Holiday)	N/A	2

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

June 30, 2024

<b>Regular Monthly Scheduled Activities</b>	Meetings are held at the Cleveland County Wellness Center unless otherwise noted.
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

<p>Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance. Residents can assist by “Adopting a Pole” and reporting the siren status they adopt at the website <a href="http://www.w5nor.org">www.w5nor.org</a></p>	<p>community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing. Effective date is TBD</p> <p>Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.</p>
<p>Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps. This meeting has been moved to the Cleveland County Wellness Center.</p>	<p>The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.</p>
<p>Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross</p>	<p>Meetings are conducted at the Fire Training Center and usually held on an as needed basis.</p>
<p>Local Emergency Preparedness Committee</p>	<p>Meets quarterly (Meets at the Well) 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.</p>

<b>Other Emergency Management Activities</b>	
Planning Meeting for Upcoming Events each first Friday of the month	2024 is a busy year for supporting events. EM Division will conduct a planning meeting with CCHD and NERVT to plan support for a 30/60/90/ day schedule
<b>Local Response</b>	
Red Cross Coordination for burnouts. April resulted in 0 call out for assistance.	With the reorganization in the Red Cross and the turmoil of having an 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.
June 1-6, 2024, Norman EM coordinated a Youth Preparedness Camp at Northeastern States University in Broken Arrow.	This camp provided teens with preparedness skills, leadership skills and team building. Hands on skills included fire suppression, Utility controls, light search and rescue and basic first aid. Point to note was 4 of the participates are in the Civil Air Patrol and participated in the CAP exercise in May supported by Norman EM.
June 17, 2024 MRC Discussing regarding initiating teams to support hospital hazmat decontamination during WMD events	A general discussion of utilizing the Medical Reserve Corps for specialized team of decontamination for hospitals and medical facilities.
June 18, 2024 A discussion on "Open for Business"	Due to an inquiry from a Council person regarding large event venues with the possibility of severe weather in the area, a discussion was held by the Assist City Manager on how best to advise business to remain open during severe weather yet taking protective measures if needed.

<p>June 21-23, 2024 Support was provided to SoonerCon, the Elite venue for anime enthusiasts</p>	<p>Held annually at the Embassy Suites in Norman, EM with the MRC provided direct medical support to the venue. This supports included volunteers from nine different counties around Oklahoma 38 volunteers from the Medical Reserve Corps</p>
<p>June 22-23, 2024 EM Supported the annual Amateur radio field day.</p>	<p>Each year the "HAMS" gather to conduct 24 hour operations to test equipment, learn new technology and make contacts around the world over the radio waves using various types of communications equipment.</p>
<p>June 25, 2024 Planning meeting for the Murray State College Preparedness Camp</p>	<p>The planning meeting was conducted for what could be the last of a very successful program. In 2019 Youth Preparedness Camps were initiated with the Office of Homeland Security and Norman Emergency Management. Each camp has been successful in its own right and participation has always been outstanding. However, due to the Governor changing directions in Citizens Preparedness, the program was discontinued. With the current State leadership and the appointment of the new Homeland Security Director funding for such future Citizen programs has been eliminated.</p>
<p>Future Projects are being planned for PSST funding, legal opinion for Emergency Management to receive PSST money was positive</p>	<p>The vote of the people approved funding for a new facility for dispatch and a new emergency operations center. The primary focus was the dispatch operation. At one point the EOC portion was dropped from the plans. The final project allowed</p>

	<p>for a minimum EOC facility. Emergency Management was not included in the majority of the planning nor budget planning. The PSST project was approved to include the EOC. However, budgeting for support the EOC was minimal and did not include funding for the operational aspects of an EOC. Norman EM budget was required to fund those portions not properly planned for. Such items as radio equipment, antenna configurations, cabling all to be funded by the EM base budget.</p>
<b>Community Preparedness Events</b>	
<p>Demand for the Medical Reserve CORPS\Norman Response Volunteers continues to increase.</p>	<p>Anticipation of supporting several community event venues increases the ability to enhance preparedness in the community. The addition of having a UAV pilot in the group expands the capability to the community.</p>
<p>The monthly volunteer meeting was conducted at the County Wellness Center. The Well has committed to providing a meeting space and this will allow for the expansion of the volunteer program.</p>	<p>A discussion was held regarding the new facility and how the EOC side would be staffed and operated by EM volunteers.</p>
<p>Norman EM continues to work with Homeland Security on youth preparedness camps.</p>	<p>The Murray State Camp is set for July 14-19, 2024 in Tishomingo and the Panhandle State University Youth Camp is set for July 28-August 2, 2024.</p>
<b>Disaster Reimbursement Status</b>	
<p>FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through.</p>	<p>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</p>

	and having a value added impact for the local jurisdictions.
A long Term Recovery Committee has formed to those affected by the February 2024 tornado.	This storm was not a declared storm and the LTRC can coordinate assistance for those residents that still have unmet needs.
<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/nws/norman-spotter-schedule">NWS Norman Spotter Schedule (weather.gov)</a>



**HUMAN RESOURCES**

**5**

**HUMAN RESOURCES**  
**Monthly Report**  
**June 2024**

**HUMAN RESOURCES**

Total number of Employees: 1120

Orientations: 2 – 36 new hires

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

Terminations: 12

**ADMINISTRATION**

- FMLA cases – 9 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
  - 62 birthday and 64 anniversary

**BENEFITS**

New Enrollments: 2

<b>Benefit Participation</b>		
	#	%
Medical	791	92%
Dental	787	92%
Vision	587	68%
Disability	429	50%
Supplemental Life	442	51%

\* Total Benefit Eligible Population: 860

<b>Claims</b>		
Rx Claims		
	ACTIVE	\$207,962.46
	RETIREE	\$ 12,371.52
	COBRA	\$ -
	HSA	\$ -
Medical Claims		\$ 686,779.00
Dental Claims		\$ 73,630.21
Death Claims		0

**PERSONNEL ACTIONS**

**NEW HIRES – 39**

Dept./Div.	Position	Number of Employees
City Council/Admin	City Council Representative	2
Parks & Rec/Facility Maintenance	Laborer	1
Parks & Rec/Golf	Golf Course Attendant	4
Parks & Rec/Recreation	Recreation Center Specialist	5
Parks & Rec/Westwood Pool	Admissions Clerk I	2

Parks & Rec/Westwood Pool	Lifeguard	8
Parks & Rec/Westwood Pool	Lifeguard Leader	2
Parks & Rec/Westwood Pool	Slide & Gate Attendant	3
Parks & Rec/Westwood Pool	Swim Instructor	7
Public Works/Streets	Maintenance Worker I	2
Utilities/Environmental Services	Intern	1
Utilities/Sanitation	Sanitation Worker II	1
Utilities/WLM	Utility Distribution Worker I	1

**PROMOTIONS – 7**

Dept./Div.	Position	Number of Employees
City Clerk/Admin	Admin Tech IV	1
Fire/Admin	Assistant Fire Chief	1
Police/Animal Welfare	Animal Welfare Officer	1
Police/Emergency Communications	Communications Supervisor	1
Parks & Rec/Admin	Management Analyst	1
Parks & Rec/Recreation	Recreation Manager	1
Parks & Rec/Westwood Pool	Assistant Aquatic Manager	1

**DEMOTION – 1**

Dept./Div.	Position	Number of Employees
Public Works/Fleet	Mechanic II	1

**SEPARATIONS – 12**

Dept./Div.	Position	Number of Employees
City Clerk/Admin	Admin Tech IV	1
City Council/Admin	City Council Representative	2
Parks & Rec/Golf	Golf Course Attendant	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Recreation	Recreation Technician	1
Parks & Rec/Westwood Pool	Lifeguard	2
Police/Emergency Communications	Communication Officer II	1
Police/Patrol	Police Officer	1
Public Works/Fleet	Mechanic II	1
Utilities/WLM	Meter Reader	1

**TURNOVER STATS**

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	15		0.00%
City Clerk	6	1	1.70%
Finance	23		0.00%
Fire	164		0.00%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9		0.00%
Municipal Court	12		0.00%

Parks & Recreation-Total	81	5	6.17%
Planning & Comm Dev.	38		0.00%
Police	256	2	0.78%
Public Works	125	1	0.63%
Utilities	159	1	0.63%

**RECRUITMENT**

<b>Positions Requisitioned for Refill by Department/Division (# of vacancies)</b>	
*included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT*	
<b>Parks &amp; Recreation</b>	
PT* Recreation Specialist – YFAC (1)	PT* All Locations – Recreation Center Specialist
PT* Aquatic Facility Maintenance I - Westwood (7)	PT* Tennis Shop Attendant - (1)
PT Recreation Technician – Westwood (1)	PT* Aquatic Facility Maintenance II - Westwood (3)
	PT* Lifeguard - Westwood (17)
<b>Police</b>	
Police Officer (8)	Animal Welfare Technician (1)
Admin Tech IV – (1)	Communications Officer II (3)
Parking Services Officer (1)	
<b>Public Works</b>	
Engineering - City Surveyor (1)	Maintenance Worker I – Traffic (1)
Maintenance Worker II – Traffic (1)	
<b>Utilities</b>	
Sanitation - Sanitation Worker I (2)	PT* Laborer (1)
Sanitation Worker II (2)	Refuse Container Repair Assistant – (1)
PT* Laborer (1)	
<b>Human Resources</b>	
Recruiter (1)	Safety Manager (1)
<b>City Clerk</b>	
Admin Tech IV – (1)	
<b>Finance</b>	
Accounts Payable Technician – (1)	

**DAYS TO FILL**

Full Time Position	Hire Date	Date Posted	Days to fill
Lifeguard Leader (2)	6/13/24	5/15/24	29
Maintenance Worker I (2)	6/14/24	3/28/24	78
Sanitation Worker II	6/28/24	5/3/24	54

PT/Seasonal Position	Hire Date	Date Posted	Days to fill
Lifeguard (8)	6/5/24	1/2/24	155
Golf Shop Attendant (3)	6/4/24	2/29/24	96
Golf Course Attendant	6/4/24	2/29/24	96
Swim Instructor (7)	6/26/24	1/2/24	176
Recreation Center Specialist (5)	6/6/24	3/29/24	69
Slide & Gate Attendant (3)	6/10/24	1/2/24	160
Admissions Clerk I (2)	6/4/24	1/2/24	154
Laborer (2)	6/3/24	2/29/24	95
Intern (Enviro. Services)	6/7/24	Ongoing	

\*353 registrations/applications to our openings, 10 new requisitions opened.

**SAFETY**

**Fitness for Duty Meetings**

Department	Number Held
Public Works/Fleet	1

**Return to Work Meetings**

Department	Number Held
Police/Patrol	1
Fire/Suppression	3

**Recordable Injuries – OSHA**

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Police/Animal Welfare	Ripped tendon right shoulder	Holding foster dog for vet to examine	Off Work	Better restraint techniques
Parks & Rec/Westwood	Laceration on left knee	Scraped on the edge of pool	Returned to work	Caution and awareness
Fire/Suppression	Strained hip/lower back	Carrying person down 3 flights of stairs	Restrictions	Proper lifting techniques

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

2024*	2023	2022
7	11	7

\*CY2024 is current YTD

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

2024	2023	2022
14	7	3

**Recordable Injuries per calendar year:**

2024*	2023	2022
24	78	60

\*CY2024 is current YTD

**Recordable Injuries per fiscal year:**

2024	2023	2022
62	67	54

### Complaints/Resolutions

Complaint	Resolution
No AEDs in the Development Center	Ordered 2 AEDs and cabinets. They were installed by Facility Maintenance.

### CULTURE AND SOCIAL RESPONSIBILITY (CSR)

#### ADA Complaints and Resolutions

Complaints	Resolution
6/17/2024: Sidewalk on the intersection of Flood and Parsons does not have a ramp for ADA compliancy and has broken up sidewalk on the corners.	6/30/24: Engineering Division is adding the intersection to the list and will go out and evaluate the area.

#### ADA:

- Completed Demystifying the Fair Housing Amendments Act Design Guidelines training presented by BlueDAG.

#### CSR:

**Employee Resource Groups (ERGs):** No meetings due to summer scheduling conflicts.

- Presented National Food Truck Day to employees to come out and socialize with employees in other departments while grabbing a bite to eat!

#### Committees:

**Human Rights Commission (HRC)** – The monthly meeting was scheduled to take place on Monday, June 24, 2024, at City Hall, but was cancelled as a quorum was not going to be present. The next meeting will be held on Monday, July 22, 2024, at City Hall.

**ADA Citizen’s Advisory Committee** – The quarterly meeting took place on Monday, June 10, 2024. Assistant City Attorney Anthony Purinton was introduced as the new legal liaison for the committee. Updates on the Transit Program, completed FY24 Concrete Projects and upcoming FY25 Concrete Projects were given. Accessibility of the bathrooms doors in City Hall and the Development Center were discussed. All of the bathroom doors except the family restroom in the Development Center are in compliance. Facility maintenance is working on bringing that door to compliance. The next meeting will held be on Monday, September 9, 2024, at City Hall.

**Cleveland County disABILITY Coalition** – The monthly meeting took place on Tuesday, June 4, 2024. Dena Drabek provided an update on the recent legislative session, highlighting the passage of several bills related to disability rights, including the Autism ID Bill, scholarship opportunities for students with intellectual and developmental disabilities, and the relocation of the Office of Client Advocacy and the Long-Term Care Ombudsman. Janie Hom with DentaQuest introduced the Sooner Select Dental Program

benefits. The program covers two children, foster children, low-income parents, pregnant women, and non-disabled adults aged 19 to 64. The organization is committed to helping members overcome barriers to care, such as disabilities or financial constraints. The next meeting will be held on Tuesday, July 2, 2024, at United Way.

**CITY OF NORMAN EMPLOYEE DEMOGRAPHICS**  
(Includes full-time, part-time, and temp/seasonal employees)

Gender	Total Population	% of Total Population
Female	331	29.5%
Male	789	70.5%
	<b>1120</b>	<b>100.00%</b>

Job Classification by Gender		
Job Classification	Female	Male
Full-Time	173	662
Part-Time	42	40
Permanent Part-Time	2	6
Temporary	114	81
	<b>331</b>	<b>789</b>

Ethnicity by Race		
Ethnicity	Total #	Total %
American Indian/Alaskan Native	47	4.2%
Asian	17	1.5%
Black/African American	51	4.6%
Hispanic/Latino	34	3.0%
Pacific Islander/Native Hawaiian	1	0.1%
Two or More Races	62	5.5%
White	908	81.1%
	<b>1120</b>	<b>100.00%</b>

Diversity by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	16	31
Asian	7	10
Black/African American	13	38
Hispanic/Latino	9	25
Pacific Islander/Native Hawaiian	0	1
Two or More Races	23	39
White	263	645
	<b>331</b>	<b>789</b>

Diversity % by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	1.4%	2.8%
Asian	0.6%	0.9%
Black/African American	1.2%	3.4%
Hispanic/Latino	0.8%	2.2%

Pacific Islander/Native Hawaiian	0%	0.1%
Two or More Races	2.1%	3.5%
White	23.6%	57.4%
	<b>29.7%</b>	<b>70.3%</b>



**INFORMATION TECHNOLOGY**

**6**

**CITY OF NORMAN**Information Technology Department  
Monthly Report – June 2024.

Working projects for the IT Department are as follows:

<b>Project</b>	<b>Description/improvement anticipated</b>	<b>Status</b>
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.	Implementation Complete – Project refinement ongoing: The CoN team has completed implementation work on all major core software. However work continues in Finance, HR, Planning, and Parks to refine these new systems.
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 replace the old and increase security and speed requirements.	Ongoing: IT Network staff are in implementation and testing of major 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 Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC in case of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in 2024
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 – ECOC, PD Moves, and Mary Abbot House expansion. Complete – HR/IT Building, Building Maintenance, YFAC, Sanitation, Line Maintenance Sr. Center, Development Center, Municipal Court, Bus Station
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Progress – Finance Dept. has made funds available. Work to be complete 2024.
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 frequent training continues as well as various types of PEN testing of the city network.
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 estimated full completion in 2027

Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning – customer portal configuration in progress. Communication radios installation in progress.
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	Complete.
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: The IT Department has been awarded 5% of the annual capital funds for business critical software and infrastructure needs.

### Support Tickets:

The IT department is responsible for all technology needs throughout all city departments. Public safety is a high priority and the bulk of our support tickets come from public safety support. **IT Table 1** below represents the number of support tickets opened by each department for last month. The IT Department monitors trends in these numbers and makes adjustments as needed to assure that all departments have the appropriate amount of support for daily operations.

### Users Supported:

The following statistics represent the number of network users supported by the IT Department. The city network is important for all business initiatives for the city of Norman. The number of devices supported reflects the growth in dependence on technology for daily operations (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 314,370 attempted incoming and 98,725 outgoing messages for the month of June 2024. Incoming messages totaling 168,534 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 53% of our inbound mail. This percentage has increased 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 June 2024, the City of Norman's web site had 108,180 individual web sessions access the web site for 195,898 total page views. Of those sessions, 64,842 were identified as Users to view content on the City web site (see **IT Table 4a and 4b**). 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 had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and tablets.

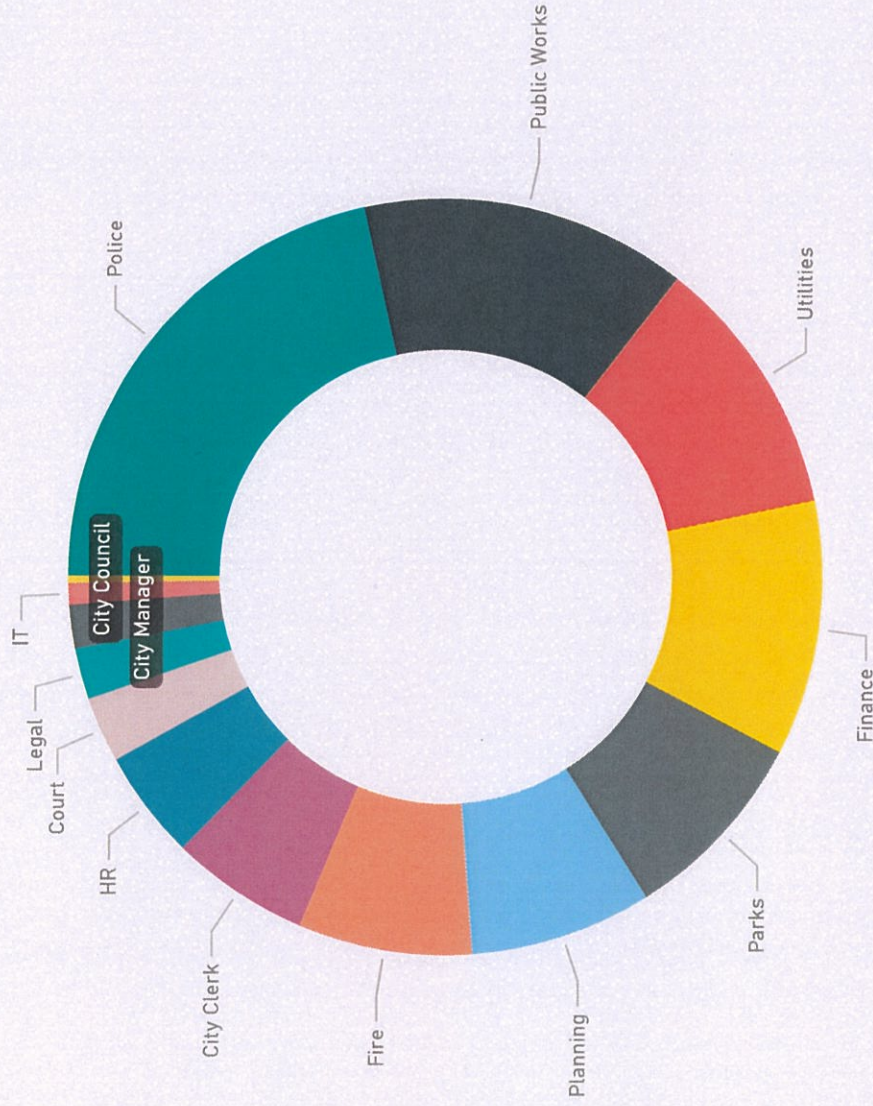
### Data Storage:

The City of Norman's infrastructure depends on system availability and uptime. An important part of system availability is data storage and usage. The pie charts below (**See IT Charts A,B, and C**) represent where the bulk of IT data storage resides. The information stored in this infrastructure is important for daily operations, and public safety. This includes data that is protected in the case of a disaster that can be recovered to keep operations functional.

### ERP Project Implementation Progress:

This project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The projects final implementations are complete as of March 2024. 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 completed implementation of all major pieces of the ERP business systems software packages. These include Parks and Rec software, Municipal Court software, Financial Systems software, Utility Billing software, Payroll, Human Resource Management, Work Orders (Tyler EAM), Time and Attendance, and Planning and Community Services software packages. Daily work continues on these systems as well as additional training, enhancements, and configuration. We will continue to evaluate and enhance each of these systems moving forward. Our current efforts include a review of the HR Systems, post launch troubleshooting of Planning and Community Dev software, an upgraded Parks and Rec software package to help with golf management, concessions, and food carts. We Are also preparing for AMI (Automatic Meter Infrastructure), and integration with a customer portal for Utility Billing Systems software as well as a review of the current time and attendance software.

**Tickets by Department**

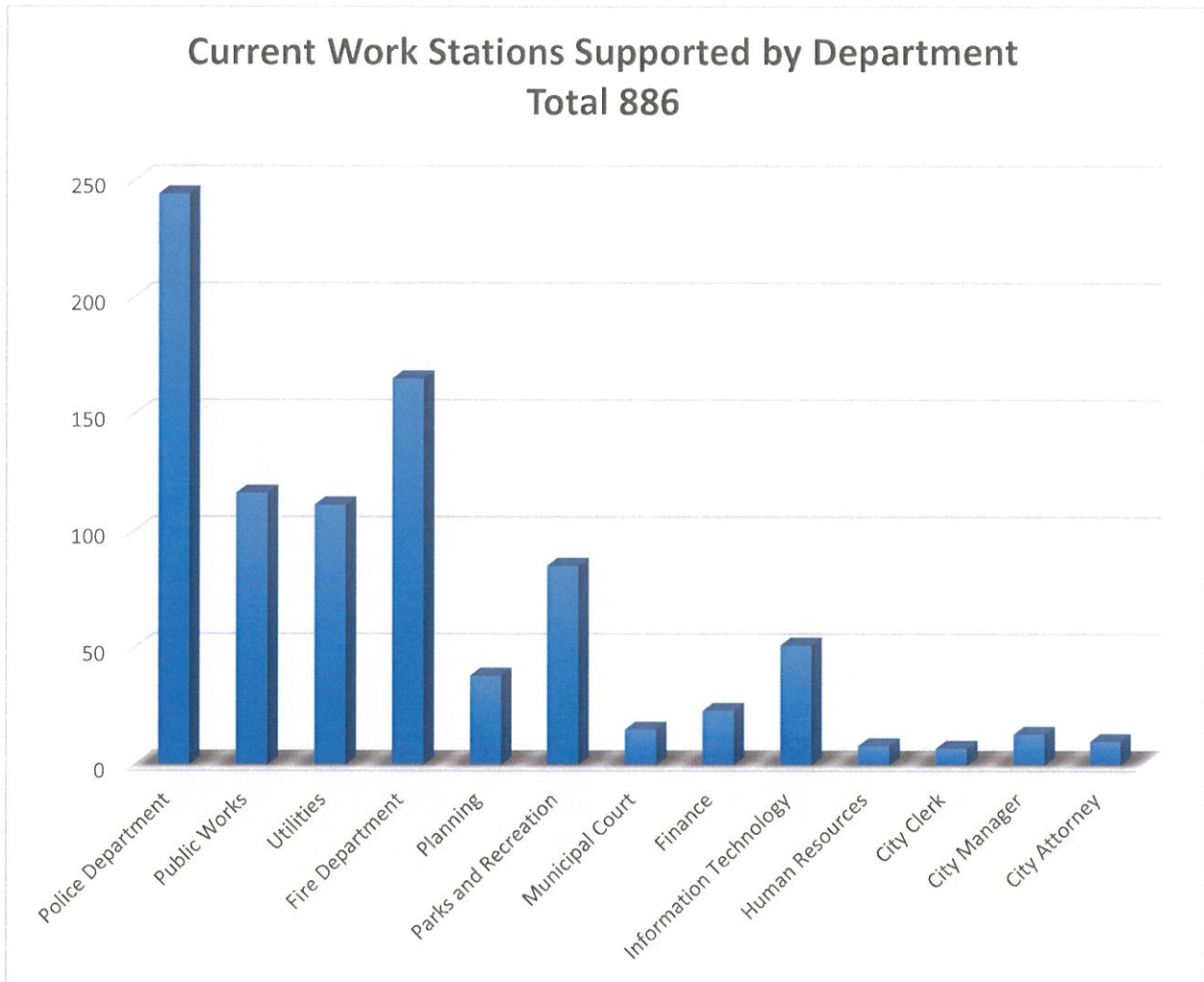


New Tickets  
**321**

Department	Created	Closed
City Clerk	19	17
City Council	1	1
City Manager	6	6
Court	9	8
Finance	35	33
Fire	24	22
HR	15	14
IT	3	3
Legal	7	7
Parks	27	23
Planning	25	25
Police	69	66
Public Works	45	45
Utilities	36	32
<b>Total</b>	<b>321</b>	<b>291</b>

Police accounted for 21.50% of Ticket Count.

**Table 2**







# Executive Summary

ironport.example.com

01 Jun 2024 00:00 to 30 Jun 2024 23:59 (GMT -05:00)
Data in time range: 99.99 % complete

### Incoming Mail Graph

### Incoming Mail Summary

Message Category	%	Messages
Stopped by IP Reputation Filtering	50.0%	157,169
Stopped by Domain Reputation Filtering	0.8%	2,481
Stopped as Invalid Recipients	0.0%	0
Spam Detected	2.8%	8,661
Virus Detected	0.0%	8
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	63
Stopped by Content Filter	0.0%	152
Stopped by DMARC	1.0%	3,103
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:		53.6% 168,534
Marketing Messages	12.5%	39,305
Social Networking Messages	1.2%	3,846
Bulk Messages	12.8%	40,396
Total Graymails:		26.6% 83,547
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	19.8%	62,289
Total Attempted Messages:		314,370

### Outgoing Mail Graph

### Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	0
Stopped by DLP	0.0%	0
Clean Messages	100.0%	98,736
Total Messages Processed:		98,736

Message Delivery	%	Messages
Hard Bounces	1.6%	1,617
Delivered	98.4%	97,108
Total Messages Delivered:		98,725

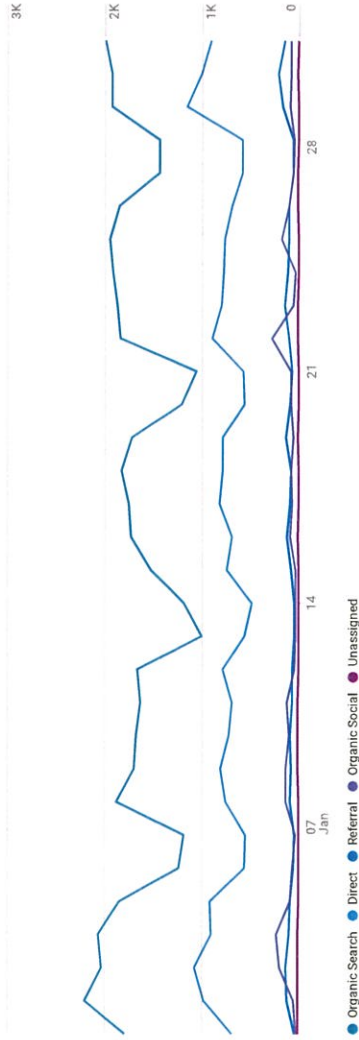
All Users Add comparison

Custom Jan 1 - Jan 31, 2024

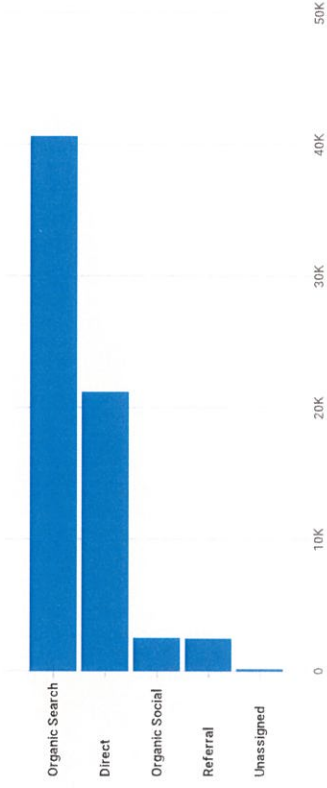
### Monthly Site Traffic

Add filter

Users by Session default channel group over time



Users by Session default channel group

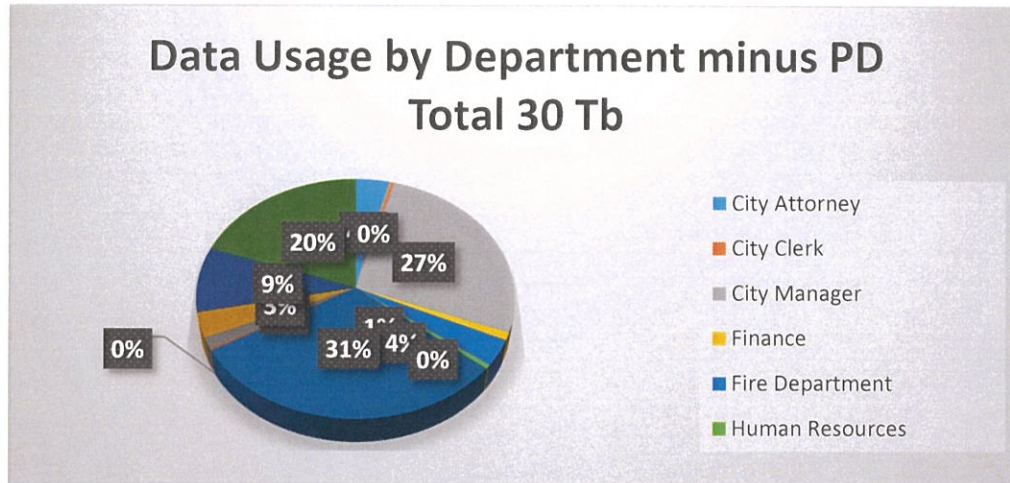


Search...

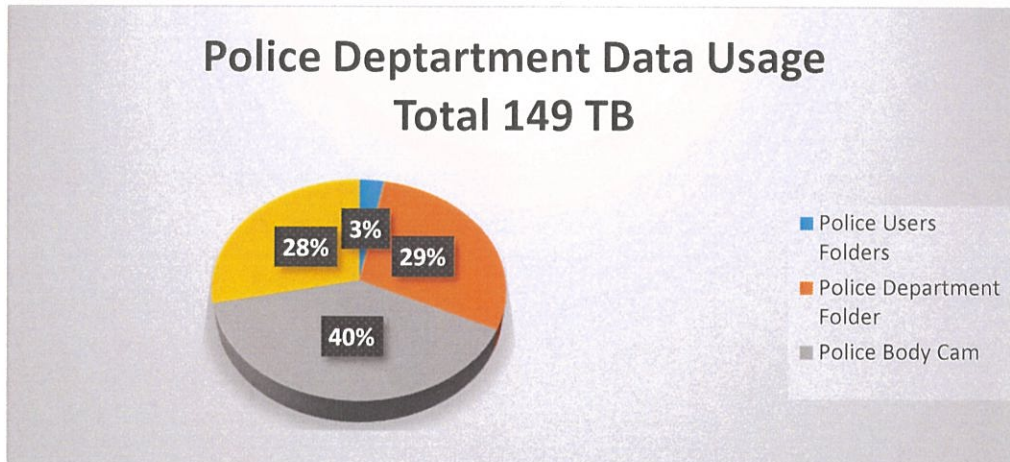
Rows per page: 10 1-6 of 6

	↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count
	100% of total	100% of total	100% of total	Avg 0%	Avg 0%	Avg 0%	Avg 0%	All events
1 Organic Search	64,842	108,180	62,868	35s	0.97	5.61	58.11%	607,399
2 Direct	40,624	71,484	45,803	41s	1.13	5.92	64.07%	423,446
3 Organic Social	2,517	3,093	1,443	21s	0.57	5.24	46.65%	16,221
4 Referral	2,466	3,619	1,986	39s	0.81	5.16	54.88%	18,681
5 Unassigned	146	169	6	1m 22s	0.04	5.37	3.55%	907
6 Paid Search	1	1	1	15s	1.00	6.00	100%	6

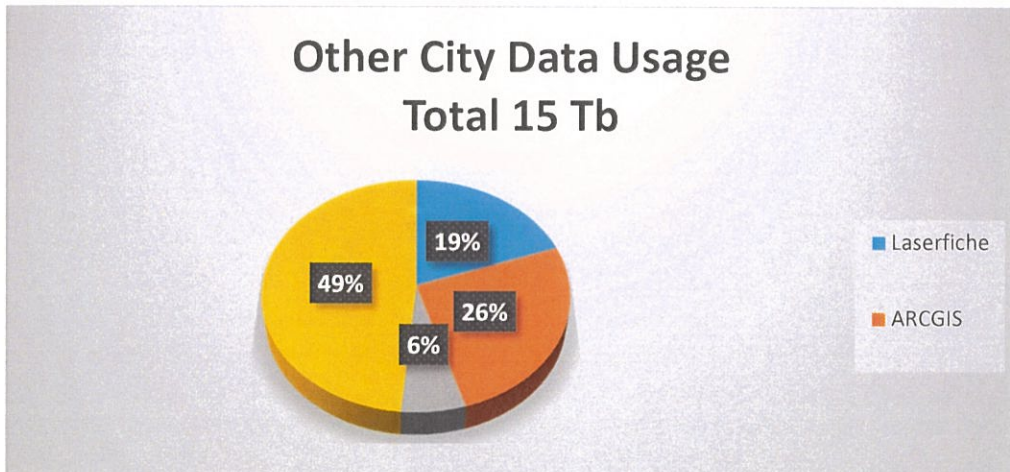
IT Table A



IT Table B



IT Table C

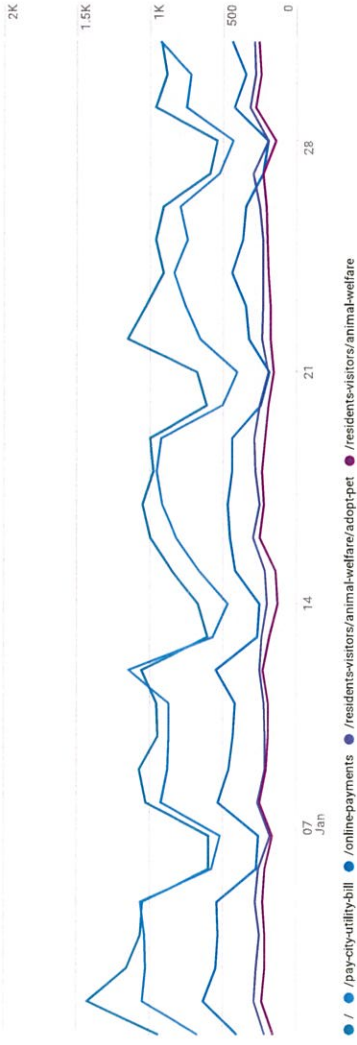


All Users Add comparison

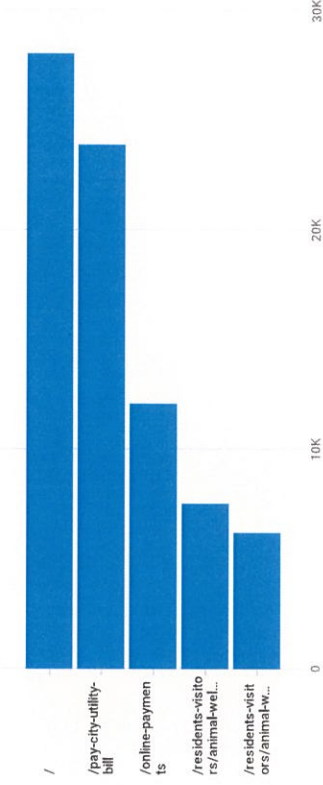
### Monthly Page Views

Add filter

Views by Page path and screen class over time



Views by Page path and screen class



Search...

Page path and screen class	Views	Users	Views per user	Average engagement time	Event count
/	195,898 100% of total	64,842 100% of total	3.02 Avg 0%	59s Avg 0%	607,399 100% of total
/pay-city-utility-bill	28,040	16,344	1.72	17s	78,475
/online-payments	23,881	13,581	1.76	16s	84,996
/residents-visitors/animal-welfare/adopt-pet	12,069	7,472	1.62	12s	31,304
/residents-visitors/animal-welfare	7,518	4,040	1.86	20s	24,916
/residents-visitors/animal-welfare	6,188	3,876	1.60	16s	19,714
/your-government/departments/human-resources/job-opportunities	5,816	3,667	1.59	1m 10s	17,431
/residents-visitors/trash-recycling	4,155	2,872	1.45	40s	13,721
/residents-visitors/parks-recreation/young-family-athletic-center	3,368	2,526	1.33	35s	12,651
/public-safety/police-department/crime-prevention-data/departments-activity-reports	3,330	1,581	2.11	53s	26,541
/your-government/departments/utilities/sanitation/holiday-schedule	3,237	2,293	1.41	20s	8,396

**LEGAL 7**

**MONTHLY REPORT - LEGAL DEPARTMENT**  
**June 2024 Report**  
**(Submitted July 12, 2024)**

**MONTHLY HIGHLIGHTS:**

Walling v. Norman Regional Health System, et al, Case No. SD-121340, CJ-2014-874 (K)  
On June 20, 2024, the Oklahoma Court of Civil Appeals reversed the district court's ruling certifying the class and remanded the case to district court for further proceedings. Plaintiffs did not petition the Oklahoma Supreme Court for certiorari review.

**LIST OF PENDING CASES:**

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

**UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK**  
In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, Case No. 05-MD-01720 (JG)(JO) (K)

**UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA**  
Smith v. City of Norman, CIV-22-1002 (K)  
Dollarhide v. Dennis Dickens, Oklahoma Highway Patrol, et al, CIV-2022-642 (K)

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

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

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

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

Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (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. Tietsort Revocable Trust, et al., CJ-2013-775 (M)

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

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

City of Norman v. Harold and Diana Hansmeyer, Jim Reynolds, Board of Commissioners, CJ-2024-498 (W)

**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 24-06 – (Malia Ross – Discipline)

AFSCME Grievance FYE-24-09 – (James Salley – Termination)

AFSCME Grievance FYE-24-10 – (Hurlonda Hamilton – Health Benefits)

AFSCME Grievance FYE-24-11 - (Hurlonda Hamilton – Health Benefits)

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

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)

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

IAFF Grievance FYE-23 – (Mass Casualty/Active Shooter Response)

IAFF Grievance FYE 23 – (Change in Conditions of Employment - EMS Protocols)

IAFF Grievance FYE-24 – (Non-Emergency Call Back)

IAFF Grievance FYE-24 – (Failure to Staff Personnel)

IAFF Grievance FYE-24 – (Inclement Weather Policy Denial)

FOP Grievance FYE-24 – (Aaron Deese – Evaluation Rating)

**B. Equal Employment Opportunity Commission (EEOC)**

Yoon v. City of Norman – Charge #564-2024-00586

**C. Contested Unemployment Claims (OESC)**

**MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through June 2024. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 22	FYE 23	FYE 24	FYE 22	FYE 23	FYE 24	FYE 22	FYE 23	FYE 24
JULY	275	165	464	11	7	11	7	9	10
AUG	236	241	341	9	10	7	5	13	16
SEPT	263	245	295	9	15	18	5	10	8
OCT	269	244	346	12	13	7	6	9	11
NOV	228	205	292	2	10	11	6	6	10
DEC	162	165	163	1	5	9	3	8	4
JAN	185	205	280	9	9	9	6	10	5
FEB	787	256	338	8	17	20	8	10	12
MAR	282	272	466	13	13	8	9	12	10
APR	323	322	443	12	9	11	10	9	14
MAY	582	395	430	21	17	26	12	13	10
JUNE	268	344	333	7	31	7	11	9	9
TOTALS / YTD	3,860	3,059	4,191	114	156	144	95	118	119



**WORKERS' COMPENSATION COURT**

The total number cases pending as of June 2024 are 20. Six new claims were received during the month. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 24 CASES	FYE 23 CASES	FYE22 CASES	FYE21 CASES
Fire	Suppression	9	3	9	4	2
Fire	Prevention				1	
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool				1	
Planning	Development Services					
Police	Animal Welfare					2
Police	Criminal Investigation	1			1	
Police	Patrol	4	2	1	4	1
Police	Administration	0			2	
Public Works	Street Maintenance				1	1
Public Works	Fleet	1	1			
Public Works	Storm Water	2	2			
Public Works	Traffic Control			1		
Utilities	Line Maintenance	1		1		
Utilities	Sanitation	1		1		
<b>TOTALS</b>		<b>20</b>	<b>8</b>	<b>13</b>	<b>14</b>	<b>6</b>

***List of Pending Cases***

- Amason, Amber v. City of Norman, WCC 2012-12306 K  
 (Police, Patrol, Master Police Officer, Intestinal/Parasite/Infection)
- Boxford, Steven Lee v. City of Norman, CM-2022-03698 N  
 (Police, Patrol, Master Police Officer, L. Shoulder, Neck, L. Hand, L. Arm, L. Hip, R. Knee)
- Bussell, Michael v. City of Norman, CM-2024-00740 K  
 (Fire, Suppression, Fire Captain, R. Shoulder)
- 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)
- Hambrick, John v. City of Norman, CM-2023-02469K  
 (Fire, Suppression, Firefighter, Body As Whole, Cancer)
- Kizzia, Derrald v. City of Norman, WCC-2014-06995 K  
 (Parks & Rec, Park Maintenance, Heavy Equipment Operator, 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)
- Massie, Nathan v. City of Norman, CM-2024-03408 H***

- (Public Works, Fleet, Service Technician, Neck)*  
Newell, Richard v. City of Norman, CEC-2022-15014 H (Request to Reopen – Change in Condition for the Worse)  
 (Police, Narcotics, Narcotics, Master Police Officer-Sergeant, Right Knee)  
Pierce, Daniel Ray v. City of Norman, CM-2024-02999 H  
*(Police, Patrol, Master Police Officer-Sergeant, R Knee, Reinjured)*  
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, Master Police Officer, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)  
Shelton, Allen W. v. City of Norman, CM-2024-03108 M  
*(Public Works, Stormwater, Heavy Equipment Operator, R. Shoulder)*  
Shelton, Allen W. v. City of Norman, CM-2024-03110 X  
*(Public Works, Stormwater, Heavy Equipment Operator, L. Shoulder, Whole Back, Radicular to R. Leg/Foot)*  
Smith, Carl Shanon v. City of Norman, CM-2023-00163 Q  
 (Fire, Suppression, Firefighter, Lower Back)  
Terhune, Nicholas v. City of Norman, CM-2024-03394 E  
*(Fire, Suppression, Fire Captain, Chest, Left Bicep Tendon)*  
West, Jordan v. City of Norman, CM-2024-03327 T  
*(Fire, Suppression, Firefighter, L Knee)*  
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 June 2024.

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		2	1
Legal					2
Other		4	5	6	11
Parks		2	1	2	4
Planning			1	2	
Police	1	8	8	8	3
Public Works – other		2	5	2	2
Public Works – Stormwater				1	
Public Works – Engineering					1
Public Works – Streets	1	12	8	10	9

Utilities – other		2			
Utilities – Water		5	16	6	11
Utilities – Sanitation	1	10	7	6	12
Utilities – Sewer		8	3	4	5
<b>TOTAL CLAIMS</b>	<b>3</b>	<b>55</b>	<b>56</b>	<b>51</b>	<b>63</b>
<b>CURRENT CLAIM STATUS</b>		<b>FYE 24 TO DATE</b>	<b>FYE 23</b>	<b>FYE 22</b>	<b>FYE 21</b>
Claims Filed		61	56	51	63
Claims Open and Under Consideration		5	0	0	0
Claims Not Accepted Under Statute/Other		1	4	3	10
Claims Paid Administratively		24	25	15	11
Claims Paid Through Council Approval		3	2	2	7
Claims Resulting in a Lawsuit for FY		1	0	5	3
Claims Barred by Statute (No Further Action Allowed)		9	25	26	32
Claims in Denied Status (Still Subject to Lawsuit)		18	0	0	0

**MUNICIPAL COURT**

**8**

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

**CASES FILED**

	<u>JUNE</u>	<u>FY24</u>	<u>Y-T-D</u>	<u>JUNE</u>	<u>FY23</u>	<u>Y-T-D</u>
Traffic	955		10,364	802		6,545
Non-Traffic	196		3,133	257		2,580
SUB TOTAL	1,151		13,497	1,059		9,125
Parking	539		8,829	447		8,339
<b>GRAND TOTAL</b>	<b>1,690</b>		<b>22,326</b>	<b>1,506</b>		<b>17,464</b>

**CASES DISPOSED**

	<u>JUNE</u>	<u>FY24</u>	<u>Y-T-D</u>	<u>JUNE</u>	<u>FY23</u>	<u>Y-T-D</u>
Traffic	844		9,447	784		5,880
Non-Traffic	192		2,627	236		2,731
SUB TOTAL	1,036		12,074	1,020		8,611
Parking	522		7,806	461		6,797
<b>GRAND TOTAL</b>	<b>1,558</b>		<b>19,880</b>	<b>1,481</b>		<b>15,408</b>

**REVENUE**

	<u>JUNE</u>	<u>FY24</u>	<u>Y-T-D</u>	<u>JUNE</u>	<u>FY23</u>	<u>Y-T-D</u>
Traffic	\$ 86,173.46		\$ 1,067,184.20	\$ 81,912.26		\$ 655,936.65
Non-Traffic	\$ 12,780.38		\$ 230,792.11	\$ 26,355.55		\$ 247,157.23
SUB TOTAL	\$ 98,953.84		\$ 1,297,976.31	\$ 108,267.81		\$ 903,093.88
Parking	\$ 18,510.00		\$ 253,436.50	\$ 16,275.00		\$ 241,641.00
<b>GRAND TOTAL</b>	<b>\$ 117,463.84</b>		<b>\$ 1,551,412.81</b>	<b>\$ 124,542.81</b>		<b>\$ 1,144,734.88</b>

MUNICIPAL COURT - MONTHLY REPORT  
June 2024

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 27 new cases and closed 28 cases during the month of June 2024. 6 Mediations were held.

**PARKS AND RECREATION**

**9**

## Park Development Activities June 2024

### Westwood Park:

We are working with our consultant, GSB Architects, on our masterplan the golf and tennis clubhouse and service areas. We have begun a process that will result in a guiding design program to help us plan for a major project at the park to modernize and expand our facilities and bring those areas up to the standard set by the new Family Aquatics Center and Indoor Tennis Facility built in the early phases of Norman Forward. Our Steering Committee members, city staff and the design team toured similar facilities in OKC in June to explore possible space needs and design details as part of the visioning process for this phase.

### Cultural Center Projects:



Crews are progressing on the re-painting of the Moore-Lindsey Historical House Museum. As weather allowed, repairs were made to those sections of siding and wood details that needed attention, prior to priming the main house and the carriage house white. The final phase will be to re-paint both structures in the original 5-color paint scheme seen in old photos and paintings of the structures. A new roof was put on both structures last year and all of the storm windows on the main house were replaced with Lexan, instead of plate glass after the 2023 major hail events. This siding repair and repainting project is the final step in keeping the house water-tight and preserved for future use.

Crews also worked at the Firehouse Art Center to create a new east-side patio and operational garage door in one of the original firehouse door openings. A new steel and wood low fence enclosure was also added; and the space will be filled with outdoor seating and tables to serve as an outdoor social space and learning environment for the facility. All of this is being done via a grant received by the Firehouse Board and their Director, Andy Couch, in cooperation with the City acting as a partner to do help get the work done with in-kind services and by using some of our annual facility maintenance funds.

### Forestry:



Crews working for OEC removed 4 large old sweetgum trees on Berry Road, between Lindsey Street and Imhoff Road. Residents requested those trees be removed, instead of once again pruning them down to almost nothing. We will be coordinating a replacement tree planting project this fall in cooperation with OEC, who will fund that program, similar to what was done years ago when trees were removed under the power lines on Berry.



We are also working throughout the summer to prune the City-owned/controlled trees in the downtown area, on west Lindsey Street and on the south side of Robinson Street between Flood and 24<sup>th</sup> Avenue NW to help maintain attractive and walkable areas where we have planted trees. We also have contractors visiting the various tree planting projects we have done around town and watering those young trees during the hot, dry weather in these important first years while they establish vigorous roots in parks and along streets.

### **Norman Forward Neighborhood Parks:**



Crews are working to finish installation of the playground replacement at Sunrise Park in June. That equipment was in decline after years of use and vandalism. That work should be complete next month, along with installation of improved and expanded walkways and fence work in the park. We will start looking at our next set of older parks where we plan to replace old equipment in Fiscal Year 2025 as part of our ongoing project in the NORMAN FORWARD Program.

We are starting to wrap-up the work at Bentley Park to get it ready for a grand opening ribbon cutting this summer. Once that park is complete, we will begin surveying the residents around the The Links apartment complex, to begin programming and building the next new neighborhood park, which will also be located in southeast Norman—just east of the Cedar Lane/Highway 77 WalMart.

**JUNE 2024 PARK MAINTENANCE DIVISION**

	<b>FY24 MTD</b>	<b>FY24 YTD</b>		<b>FY23 MTD</b>	<b>FY23 YTD</b>
<b>SAFETY REPORT</b>					
On-The-Job Injuries	0	5		0	6
Vehicle Accidents	0	1		0	0
Employee responsible	0	0		0	0
	<b>Total Man Hours</b>			<b>Total Man Hours</b>	
<b>ROUTINE ACTIVITIES</b>					
Big Mowing	132.00	936.25		161.00	944.50
Trim Mowing	792.25	5812.00		928.00	5376.00
Chemical Spraying	232.00	1948.00		126.00	1027.00
Fertilization	5.00	92.00		0.00	18.00
Park Tree Work	73.25	1004.75		130.00	735.00
Street Tree Work	8.00	16.00		24.00	91.00
Trash Maintenance	307.50	4354.25		378.00	2447.75
Sprinkler Maintenance	204.50	1607.50		162.00	1052.75
Watering	9.00	73.00		0.00	279.00
Painting	0.00	138.00		0.00	415.00
Landscape Maintenance	185.75	2994.00		299.75	1708.75
Seeding/Sodding	0.00	45.50		1.00	613.00
Ballfield Maintenance	0.00	101.00		0.00	341.00
Fence Repairs	72.00	384.75		0.00	263.50
Equipment Repairs/Maintenance	198.50	2408.25		209.00	1374.50
Material Hauling	14.00	634.50		6.00	497.25
Snow/Ice Removal	0.00	297.00		0.00	520.27
Christmas Setup	0.00	1146.00		0.00	264.75
Vector Control	38.00	144.00		54.00	114.00
Events	91.75	590.75		5.00	201.00
Vandalism Repair	17.75	385.00		44.50	210.50
Trail Maintenance	0.00	150.00		0.00	8.00
Playground Maintenance	59.00	1277.50		74.00	891.75
Restroom Maintenance	0.00	783.00		0.00	622.50
Carpentry/Welding	64.00	1577.50		4.00	441.00
Shop Time	6.00	539.25		71.50	493.00
Special Projects	0.00	1387.75		78.50	2481.00
Miscellaneous	22.25	1013.50		63.50	1881.25

**JUNE 2024  
RECREATION DIVISION  
MONTHLY REPORT**

**Little Axe Community Center:** The Center served 684 Meals to the Little Axe community with our meals on wheels. The Center hosted PLS craft classes while still hosting our monthly OHE classes and bingo. The Center served 82 members of the Little Axe community with the small food pantry held at the center on Mondays. The Crossroad Head Start is no longer at the Community Center. We are excited to expand the afterschool to the back room and make it our own.

**12th Avenue Recreation Center:** 12<sup>th</sup> Avenue averaged 36 students for the month of June. Field trips taken this month include a weekly trip to the Westwood Family Aquatic Center along with trips to Sooner Bowling, the OKC Zoo, and a trip to Andrews Park! On-site staff led activities each week, as well as having various library guests and art guests teach the campers something new.

**Irving Recreation Center:** This month at Irving, the After School Program lost two and added two kids to our program for a total of 35 kids. The average number of kids was 25 per day. We went on many trips this month including to the zoo, bowling, and rock climbing. We acquired many new individual crafts for the kids to play with, and they have really enjoyed building bracelets and making bead art.

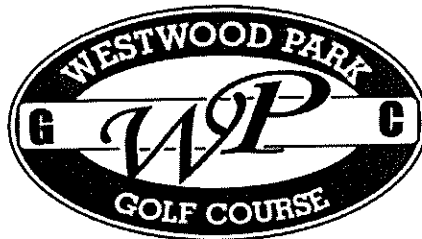
**Whittier Recreation Center:** This month at Whittier Recreation Center the Summer Camp program continued with 35 kids enrolled. The daily average attendance was 28 kids per day. For field trips this month we have had Dart Battles OKC come to our center, we took a trip to Ruby Grant Park, we went to the OKC Zoo, and for our final field trip we visited the Norman Public Library West.

<b>FACILITY ATTENDANCE:</b>	Month	Year to Date
Norman Senior Center	0	3,253
Little Axe Community Center	1,483	21,701
12th Avenue Recreation Center	1,353	14,789
Irving Recreation Center	509	4,927
Whittier Recreation Center	115	4,904
Reaves Center	300	3,600
Tennis Center	3,948	41,420

## JUNE 2024 YOUNG FAMILY ATHLETIC CENTER MONTHLY REPORT

	FYE 2024 MTD	FYE 2024 YTD
YFAC Memberships	\$3,240.00	\$17,970.00
YFAC Day Passes	\$206.00	\$498.00
YFAC Gym Passes	\$1,716.00	\$3,903.00
YFAC Aqua Class/Camp	\$0.00	\$0.00
YFAC GYM Class/Camp	\$0.00	\$0.00
YFAC Misc Class/Camp	\$5,162.00	\$51,146.00
YFAC POOL Rental	\$6,277.50	\$12,097.50
YFAC GYM Rental	\$450.00	\$17,143.00
YFAC MISC Rental	\$0.00	\$50.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$35,154.95	\$157,772.07
YFAC Leases	\$0.00	\$4,292.00
YFAC Other Revenue/Advertising	\$0.00	\$17,582.80
YFAC Leagues	\$0.00	\$32,000.00
<b>TOTAL INCOME</b>	<b>\$52,206.45</b>	<b>\$268,470.37</b>
YFAC GYM Expenditures	\$15,617.85	\$81,174.43
YFAC POOL Expenditures	\$20,550.72	\$98,450.70
<b>EXPENDITURES</b>	<b>\$36,168.57</b>	<b>\$179,625.13</b>
Income vs. Expenditures	\$16,037.88	\$88,845.24

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**



JUNE 2024

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JUNE FYE'24	JUNE FYE'23
Regular Green Fees	685	802
Senior Green Fees	304	382
Junior Fees	444	303
School Fees ( high school golf team players)	14	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	1132	1167
Employee Comp Rounds	340	374
Golf Passport Rounds	0	0
9-Hole Green Fee	210	279
2:00 Fees	221	279
4:00 Fees	0	0
Dusk Fees or 5:00 Fees	382	299
PGA Comp Rounds	13	12
*Rainchecks (not counted in total round count)	23	61
Misc Promo Fees (birthday, players cards, OU student)	308	143
Green Fee Adjustments (fee difference on rainchecks)	2	14
<b>Total Rounds</b> (*not included in total round count)	<b>4055</b>	<b>4053</b>
% change from FY '23	0.05%	
<b>Range Tokens</b>	<b>3955</b>	<b>3085</b>
% change from FY '23	28.20%	
18 - Hole Carts	203	261
9 - Hole Carts	76	102
½ / 18 - Hole Carts	891	895
½ / 9 - Hole Carts	565	540
<b>Total Carts</b>	<b>1735</b>	<b>1798</b>
% change from FY '23	-3.50%	
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 '23	0.00%	
<b>TOTAL REVENUE</b>	<b>\$135,098.22</b>	<b>\$166,895.20</b>
% change from FY '23	-19.05%	

**JUNE 2024**  
**WESTWOOD GOLF DIVISION**  
**MONTHLY PROGRESS REPORT:**

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

FINANCIAL INFORMATION

	FYE 2024	FYE 2024	FY 2023	FYE 2023
	MTD	YTD	MTD	YTD
Green Fees	\$45,597.89	\$536,434.90	\$68,268.70	\$562,733.88
Driving Range	\$13,839.00	\$129,231.09	\$13,769.59	\$146,507.99
Cart Rental	\$25,762.06	\$274,329.03	\$35,210.83	\$297,062.53
Golf Classes	\$4,224.00	\$5,952.00	\$3,120.00	\$8,760.00
Golf Shop Rentals	\$607.96	\$4,318.77	\$674.64	\$2,810.83
USGA Handicap Fees	\$0.00	\$0.00	\$36.78	\$496.54
Golf Cart Capital	\$1,908.03	\$17,993.62	\$0.00	\$0.00
Golf Merchandise	\$20,801.09	\$188,794.90	\$0.00	\$0.00
Restaurant	\$18,903.68	\$167,046.16	\$24,168.08	\$191,693.71
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$3,454.51	\$136,089.55	\$21,646.58	\$76,454.22
<b>TOTAL INCOME</b>	<b>\$135,098.22</b>	<b>\$1,460,190.02</b>	<b>\$166,895.20</b>	<b>\$1,286,519.70</b>
Expenditures	\$132,944.16	\$1,454,854.41	\$335,558.90	\$1,688,079.37
Income vs Expenditures	<b>\$2,154.06</b>	<b>\$5,335.61</b>	<b>(\$168,663.70)</b>	<b>-\$401,559.67</b>
Rounds of Golf	4055	39001	4053	37696

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

1, 7, and 13 are growing in from seed and we are using a temporary green until they are healed and cut down to greens height of cut. 12 green is now open for play. 8 green is also open and we are presently doing some sod repairs to it. The pond renovation on #7 has been enlarged, sodded and is complete. Expansion of 2 tee is also sodded and irrigation changes are complete. The removal of tree logs from last years storm remains a priority as weather allows. Broadleaf weeds and Nutsedge control on tees, tee banks and rough is progressing.

JUNE 2024  
WESTWOOD POOL  
MONTHLY REPORT

FINANCIAL INFORMATION

	FYE 2024 MTD	FYE 2024 YTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$98,467.00	\$337,016.00	\$2,425.00	\$410,413.50
Swim Pool Gate Admission	\$153,629.98	\$362,564.98	\$0.00	\$269,113.00
Swim Lesson Fees	\$9,561.00	\$68,244.15	\$0.00	\$82,874.00
Pool Rental	\$17,901.00	\$88,906.16	\$0.00	\$41,515.00
Locker Fees	\$0.00	\$0.00	\$0.00	\$0.00
Pool Classes	\$3,938.00	\$45,088.00	\$0.00	\$27,333.00
Pool Merchandise Sales	\$605.55	\$1,036.01	\$0.00	\$0.00
Concessions	\$96,318.97	\$216,888.82	\$0.00	166,989.10
<b>TOTAL INCOME</b>	<b>\$380,421.50</b>	<b>\$1,119,744.12</b>	<b>\$2,425.00</b>	<b>\$998,237.60</b>
Expenditures	\$368,161.42	\$1,200,469.60	\$11,907.94	\$406,410.58
<b>Income verses Expenditures</b>	<b>\$12,260.08</b>	<b>-\$80,725.48</b>	<b>-\$9,482.94</b>	<b>\$591,827.02</b>

ATTENDANCE INFORMATION

	FYE 2024 MTD Jun-24	2023 YTD	2022 YTD	2021 YTD
a. Pool Attendance	41,839	114,679	58,459	75,468
b. Adult Lap Swim Morning/Night	0	950	65	1,802
c. Water Walkers	30	1,124	970	4,923
d. Toddler Time	481	4,328	1,578	5,421
e. Water Fitness	83	2,610	775	2,826
f. Swim Team	30	1,435	1,325	4,423
g. Scuba Rentals	12	514	488	54
h. Scuba Participants	72	282	52	100
i. Swim Lessons	80	1,465	860	1,697
j. Private Swim Lessons	31	73	34	51
g. Movie Night/Special Events	4	2156	1,604	1,298
h. Party / Rentals	27	259	65	116
<b>TOTAL ATTENDANCE</b>	<b>42,689</b>	<b>129,875</b>	<b>66,275</b>	<b>98,179</b>



**FACILITY MAINTENANCE**

**9B**



# Cost by Building

<b>Building</b>	<b>Total Cost</b>	<b>Labor</b>	<b>Supplies</b>	<b>Equipment</b>	<b>Inventory</b>	<b>Outsourcing</b>	<b>Overhead</b>
<b>Total Building Cost</b>	<b>\$13,908.44</b>	<b>\$10,135.99</b>	<b>\$3,772.46</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
12TH AVE REC CENTER -	208.11	208.11	0.00	0.00	0.00	0.00	0.00
A - COURTS - 321 N	636.44	621.44	15.00	0.00	0.00	0.00	0.00
ADULT WELLNESS AND	71.41	71.41	0.00	0.00	0.00	0.00	0.00
ANDREWS PARK - 200 W	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ANIMAL WELFARE - 3428 S	255.65	194.39	61.26	0.00	0.00	0.00	0.00
B - POLICE DEPT -112 W	1,292.49	727.49	565.00	0.00	0.00	0.00	0.00
C - HR, IT - 313 N WEBSTER	579.74	579.74	0.00	0.00	0.00	0.00	0.00
CITY HALL - 201 W GRAY	847.05	683.43	163.62	0.00	0.00	0.00	0.00
COMMUNITY PARKS	37.24	37.24	0.00	0.00	0.00	0.00	0.00
D - DEVELOPMENT CENTER -	499.10	409.10	90.00	0.00	0.00	0.00	0.00
ENVIRONMENTAL SERVICES	38.88	38.88	0.00	0.00	0.00	0.00	0.00
FACILITY MAINTENANCE -	1,243.23	819.93	423.30	0.00	0.00	0.00	0.00
FIRE ADMINISTRATOR - 415	177.55	177.55	0.00	0.00	0.00	0.00	0.00
FIRE STATION 2 - 2211 W	107.12	107.12	0.00	0.00	0.00	0.00	0.00
FIRE STATION 3 - 500 E	71.41	71.41	0.00	0.00	0.00	0.00	0.00
FIRE STATION 4 - 4145 W	192.86	93.11	99.75	0.00	0.00	0.00	0.00
FIRE STATION 6 - 7405 E	200.22	200.22	0.00	0.00	0.00	0.00	0.00
FIRE STATION 7 - 2207	107.12	107.12	0.00	0.00	0.00	0.00	0.00
FIRE STATION 8 - 3901 36TH	621.04	621.04	0.00	0.00	0.00	0.00	0.00
FIRE STATION 9 - 3001 E	146.00	146.00	0.00	0.00	0.00	0.00	0.00
FIREHOUSE ART CENTER -	37.24	37.24	0.00	0.00	0.00	0.00	0.00
FLEET MAINTENANCE - 1301	74.58	74.58	0.00	0.00	0.00	0.00	0.00
IRVING REC CENTER - 1920	374.01	184.01	190.00	0.00	0.00	0.00	0.00
LINDSEY YARD - STREETS -	243.08	226.92	16.16	0.00	0.00	0.00	0.00

LIONS PARK - 450 S FLOOD	37.24	37.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LITTLE AXE REC CENTER -	233.51	155.51	78.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NEIGHBORHOOD PARKS	1,788.32	427.66	1,360.66	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NORMAN INVESTIGATIONS	278.90	278.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC LIBRARY -	178.53	178.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC LIBRARY -	299.34	262.53	36.81	0.00	0.00	0.00	0.00	0.00	0.00	0.00
PARKS MAINTENANCE -	55.86	55.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
POLICE SHOOTING RANGE -	142.82	142.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RADIO TOWERS	35.71	35.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
REAVES PARK - 515 E	646.72	228.36	418.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ROTARY PARK - 1501 W	93.11	93.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RUBY GRANT PARK - 3110	226.59	225.09	1.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SANITATION - 2301	71.41	71.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SANTA FE RAILROAD DEPOT	35.71	35.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
SOONER THEATRE - 101 E	37.24	37.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRAFFIC CONTROL - 1311	71.41	71.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSFER STATION - 3901	71.41	71.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TRANSIT CENTER - 320 E	74.48	74.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER RECLAMATION -	483.19	245.35	237.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WATER TREATMENT PLANT -	124.97	124.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WESTWOOD GOLF COURSE -	107.12	107.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WESTWOOD POOL - 1017	245.45	245.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WESTWOOD TENNIS	155.51	155.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
WHITTIER REC CENTER -	113.36	113.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YOUNG FAMILY ATHLETIC	238.95	223.75	15.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00



# Cost by Maintenance Type

Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing
<b>PLUMBING</b>	6,495.22	4,052.01	2,443.21	0.00	0.00	0.00
<b>HVAC</b>	3,327.59	3,327.59	0.00	0.00	0.00	0.00
<b>GENERAL</b>	2,461.56	1,823.31	638.25	0.00	0.00	0.00
<b>ELECTRICAL</b>	1,624.08	933.08	691.00	0.00	0.00	0.00

<b>Overhead</b>
0.00
0.00
0.00
0.00

**PLANNING AND COMMUNITY DEVELOPMENT 10**

# June 2024 Residential Permit Activity

Permit Number	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation
Multi-Family, Addition/Alteration	PRAD202402668	2024-06-18	200 VICKSBURG AVE	3364	RM-6	1	VICKSBURG VILLAGE	GORMAN CONSTRUCTION COMPANY	\$48,750.00
	PRAD202402669	2024-06-18	200 VICKSBURG AVE	17000	RM-6	1	VICKSBURG VILLAGE	GORMAN CONSTRUCTION COMPANY	\$50,852.00
	PRAD202402670	2024-06-18	200 VICKSBURG AVE	10709	RM-6	1	VICKSBURG VILLAGE	GORMAN CONSTRUCTION COMPANY	\$51,250.00
Residential, Accessory Structure	<b>3</b>								<b>\$150,852.00</b>
	PRAB202401351	2024-06-05	12506 RED BUD DR	1440	R-1	5	WHISPERING HILLS	TODD, CHRIS	\$4,000.00
	PRAB202402301	2024-06-05	4616 TIMBERIDGE CIR	224	RE	8	GRANDVIEW EST NORTH #3	PMH CONSTRUCTION, LLC.	\$12,000.00
	PRAB202402305	2024-06-03	750 IOWA ST	750	R-1	4	PARK ADD REPLAT	NAO GROUP LLC	\$30,000.00
	PRAB202402354	2024-06-10	4310 HUNTERS HILL RD	320	R-1	3	BROOKHAVEN 5TH	S.H. VAUGHN CONSTRUCTION	\$25,000.00
	PRAB202402435	2024-06-10	5612 JOHN DALTON RD	1200	A-2	5	JOHN DALTON RIDGE COS	BOLLES, JACOB	\$50,000.00
	PRAB202402563	2024-06-13	423 S LAHOMA AVE	300	R-1	4	ROSS'S ADD	MCGUIRE, MARK	\$5,000.00
	PRAB202402566	2024-06-07	416 KENSINGTON RD	288	R-1	3	QUAILBROOK ADD #1	BRAME, SERITA D	\$3,500.00
	PRAB202402663	2024-06-13	6250 156TH AVE NE	1200	A-2	5	NOT SUBDIVIDED	OMNI CONSTRUCTION, LLC	\$38,000.00
	PRAB202402693	2024-06-11	3751 HERITAGE LN	240	A-2	5	HERITAGE INFINITY COS	GOOD MEASURE CONSTRUCTION SERVICES	\$4,500.00
	PRAB202402694	2024-06-17	3751 HERITAGE LN	360	A-2	5	HERITAGE INFINITY COS	GOOD MEASURE CONSTRUCTION SERVICES	\$6,500.00
	PRAB202402698	2024-06-12	3120 ISIM RD	2880	A-2	5	H & L 2	ARROWHEAD INDUSTRIES, INC.	\$100,000.00
	PRAB202402829	2024-06-26	5100 E LINDSEY ST	575	A-2	5	NOT SUBDIVIDED	DOUGHTY, AARON & MELANIE	\$25,000.00
PRAB202402908	2024-06-27	2388 BLUE CT	160	RE	5	BLUE CREEK ADD	VILLATORO, JOSHUA & ELIZABETH	\$7,322.14	
Residential, Accessory Dwelling Unit	<b>13</b>								<b>\$310,822.14</b>
	PRADU202402131	2024-06-07	601 VILLA DR	648	R-1	4	HANLY ADD	LEBARON, LLC C/O TARREN SHAW	\$100,000.00
Residential, Addition / Alteration	PRADU202402822	2024-06-27	3751 HERITAGE LN	1564	A-2	5	HERITAGE INFINITY COS	GOOD MEASURE CONSTRUCTION SERV	\$115,000.00
	<b>2</b>								<b>\$215,000.00</b>
	PRAD202401614	2024-06-10	521 SPERRY DR	1150	R-1	7	INDEPENDENCE VALLEY 1	HERNANDEZ, LEONEL LIMBERG	\$10,000.00
	PRAD202402274	2024-06-12	3101 GREENWOOD CT	780	R-1	8	CROSSROADS WEST #4	RUVALCABA, OMMAR & MARTINEZ, JUANA MARIA	\$12,000.00
	PRAD202402282	2024-06-20	4205 FARM HILL RD	488	R-1	8	FOUNTAIN VIEW ADD. SEC. 1	BYRD BUILDING CONSULTING	\$100,000.00
	PRAD202402369	2024-06-14	3715 BURLINGTON DR	799	R-1	3	BROOKHAVEN 2ND	BETHANY JENKINS	\$185,000.00
	PRAD202402411	2024-06-11	425 S LAHOMA AVE	400	R-1	4	ROSS'S ADD	BLOOM GC LLC.	\$100,000.00
	PRAD202402469	2024-06-10	701 IOWA ST	1700	R-1	4	PARK ADD REPLAT	MARIO LUGO CONSTRUCTION SERVICES(CONTRACTOR PORTAL)	\$90,000.00
	PRAD202402577	2024-06-10	1722 CLASSEN BLVD	90	R-1	4	SOUTHRIDGE ADD	KEVIN DURANT	\$18,500.00
	PRAD202402578	2024-06-07	3921 TIMBERIDGE DR	500	RE	8	GRANDVIEW EST NORTH #2	ISAAC CHRISTIAN	\$100,000.00
	PRAD202402651	2024-06-26	545 S FLOOD AVE	300	R-1	4	WESTBROOK ADD	TAYLOR WILLIAMS	\$7,500.00
	PRAD202402687	2024-06-14	6 BINGHAM PL	743	R-1	3	BROOKHAVEN 1ST	C.A. MCCARTY CONSTRUCTION LLC.	\$150,000.00
	PRAD202402796	2024-06-25	412 CASTRO ST	3024	R-1	4	CLASSEN-MILLER ADD	HYMER HALL #1, LLC	\$150,000.00
PRAD202402798	2024-06-20	3105 BIRMINGHAM DR	224	R-1	5	ST JAMES PARK 5	JACOB WOOD	\$12,000.00	



# June 2024 Residential Permit Activity

Permit Number	Issue Date	Address	City	County	Area	Acres	Applicant	Value
PRAD202402937	2024-06-26	1605 ROWENA LN	HEATHERINGTON HEIGHTS 3RD ADD	OK	R-1	1318	GM INVESTMENTS, LLC	\$40,000.00
PRAD202402994	2024-06-28	1411 MCKINLEY AVE	HARDIE-RUCKER ADD	OK	R-1	111	KHALID BOKHARI	\$24,000.00
PRAD202402996	2024-06-28	9800 ARAPAHOE DR	NOT SUBDIVIDED	OK	A-2	119	TERRY LYNN PATTERSON	\$2,500.00
<b>15</b>								<b>\$1,001,500.00</b>
PRCP202402615	2024-06-12	1620 AVONDALE DR	LYDICKS SECOND ADD	OK	R-1	480	VANDERBURG, DEWAYNE M-TRTEE	\$5,400.00
PRCP202402743	2024-06-17	10610 ALAMEDA DR	NOT SUBDIVIDED	OK	A-2	450	DAVIS, MATHEW L & CYNTHIA O	\$2,351.00
PRCP202402799	2024-06-28	916 SEQUOYAH TRL	WILDWOOD GREEN ADD #5	OK	R-1	400	FRANKS, RANDY L JR & BETH A	\$3,500.00
PRCP202402960	2024-06-26	710 NEBRASKA ST	PARK ADD REPLAT	OK	R-1	270	THE DUDES CONSTRUCTION GROUP	\$12,000.00
<b>4</b>								<b>\$23,251.00</b>
PRMF202402281	2024-06-11	730 60TH AVE NE	NOT SUBDIVIDED	OK	A-2	1440	DAVID TUCKER	\$86,952.00
<b>1</b>								<b>\$86,952.00</b>
PRSF202400885	2024-06-04	4007 LYNFORD LN	BELLATONA SEC 4	OK	R-1	2765	HOME CREATIONS, INC.	\$387,100.00
PRSF202401456	2024-06-17	2723 VARENNA CT	VARENNA LANDING ADD. SEC. 2	OK	R-1	1809	FOC	\$189,420.00
PRSF202401749	2024-06-07	6201 144TH AVE NE	STELLA HILLS ESTATES	OK	A-2	4597	CARLILE, ANDREW	\$281,540.00
PRSF202402092	2024-06-07	2516 HIGHBURY DR	VILLAS AT ASHTON GROVE, SEC. 1	OK	PUD	4872	BYRD BUILDING CONSULTING	\$1,500,000.00
PRSF202402103	2024-06-28	13965 E STELLA RD	NOT SUBDIVIDED	OK	A-2	5774	TOMMY CRABTREE	\$661,575.67
PRSF202402280	2024-06-05	5705 JOHN DALTON RD	JOHN DALTON RIDGE COS	OK	A-2	4523	MODERN EDGE HOMES, LLC.	\$618,400.00
PRSF202402313	2024-06-05	2808 VILLAGE LAKE DR	HIGHLAND VILLAGE ADD. SEC. 10	OK	R-1	3497	SHERIDAN HOMES LLC	\$349,580.00
PRSF202402410	2024-06-10	5612 JOHN DALTON RD	JOHN DALTON RIDGE COS	OK	A-2	3897	BOLLES, JACOB	\$700,000.00
PRSF202402439	2024-06-06	2204 WOLFORD CT	THE VILLAGES	OK	PUD	1591	LENNAR HOMES OF OKLAHOMA, LLC	\$181,580.00
PRSF202402440	2024-06-06	2317 WOLFORD CT	THE VILLAGES	OK	PUD	1591	LENNAR HOMES OF OKLAHOMA, LLC	\$181,580.00
PRSF202402442	2024-06-06	2313 WOLFORD CT	THE VILLAGES	OK	PUD	1744	LENNAR HOMES OF OKLAHOMA, LLC	\$207,200.00
PRSF202402443	2024-06-06	2309 WOLFORD CT	THE VILLAGES	OK	PUD	1964	LENNAR HOMES OF OKLAHOMA, LLC	\$233,100.00
PRSF202402445	2024-06-06	2305 WOLFORD CT	THE VILLAGES	OK	PUD	1744	LENNAR HOMES OF OKLAHOMA, LLC	\$207,200.00
PRSF202402484	2024-06-14	3213 BIRMINGHAM DR	ST. JAMES PARK SEC 5	OK	R-1	2793	RUSSELL WADE HOMES LLC	\$349,900.00
PRSF202402514	2024-06-17	1917 PROVIDENCE DR	HALLBROOKE ADD., SEC 6	OK	R-1	3842	HOMESTEAD CUSTOM HOMES & CONSTRUCTION	\$365,000.00
PRSF202402547	2024-06-17	2704 BELMONT DR	BROAD ACRES ADD SEC 2	OK	R-1	3709	HOMESTEAD CUSTOM HOMES & CONSTRUCTION	\$360,000.00
PRSF202402593	2024-06-10	3911 YELLOWSTONE DR	PINE CREEK ADD	OK	PUD	4301	LANDMARK FINE HOMES, LP.	\$650,000.00
PRSF202402599	2024-06-10	4620 NORTHFIELDS LN	CARRINGTON PLACE ADD. SEC. 14	OK	R-1	4325	LANDMARK FINE HOMES, LP.	\$575,000.00
PRSF202402686	2024-06-13	3616 ALTA VISTA DR	FLINT HILLS SEC. 1	OK	PUD	2574	IDEAL HOMES OF NORMAN, LP	\$259,980.00
PRSF202402702	2024-06-26	2012 PROVIDENCE DR	HALLBROOKE ADD., SEC 6	OK	R-1	4162	ARMSTRONG HOMES	\$480,000.00
PRSF202402718	2024-06-20	2505 BIRMINGHAM DR	ST JAMES PARK SEC 5	OK	R-1	2676	R & R HOMES, LLC	\$292,880.00
PRSF202402728	2024-06-18	3809 MUIR FOREST WAY	RED CANYON RANCH SEC. 8	OK	PUD	3294	IDEAL HOMES OF NORMAN, LP	\$325,780.00
PRSF202402753	2024-06-17	3915 YELLOWSTONE DR	PINE CREEK ADD	OK	PUD	4591	LANDMARK FINE HOMES, LP.	\$690,000.00



# June 2024 Residential Permit Activity

PRSF202402795	2024-06-21	2002 OAKVILLE CT	2527	R-1	5	SUMMIT VALLEY ADD. SEC. 3	DP GAMBLE HOMES, INC.	\$239,680.00
PRSF202402872	2024-06-25	3816 YELLOWSTONE DR	4166	PUD	6	PINE CREEK ADD	LANDMARK FINE HOMES, LP.	\$690,000.00
PRSF202402904	2024-06-27	2913 SUMMIT HOLLOW CIR	3345	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.	\$300,000.00
PRSF202402911	2024-06-28	4403 BELLINGHAM LN	4064	R-1	8	CARRINGTON PLACE ADD. SEC. 14	LANDMARK FINE HOMES, LP.	\$610,000.00
PRSF202402976	2024-06-28	4031 EVANS CT	3200	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$444,000.00
PRSF202402978	2024-06-28	1737 TAINES TURN	3425	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$545,000.00
PRSF202402980	2024-06-28	4005 LLEYTON DR	2120	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$334,000.00
PRSF202402982	2024-06-28	4001 LLEYTON DR	2055	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$325,000.00
<b>31</b>								<b>\$13,534,495.67</b>
<b>Residential, Pool</b>								
PRPO202402525	2024-06-03	7410 E CEDAR LANE RD	450	A-2	5	NOT SUBDIVIDED	NATASHA SALAZAR	\$2,500.00
PRPO202402556	2024-06-06	1102 S FLOOD AVE	1391	R-1	4	OAK RIDGE ADD - AMENDED	OUTDOOR ESCAPES, LLC	\$96,000.00
PRPO202402620	2024-06-18	3201 CRYSTAL SPRING DR	1396	RE	3	CRYSTAL SPRING	S & S POOLS	\$80,000.00
PRPO202402821	2024-06-27	404 MAYBURY DR	475	PUD	6	LITTLE RIVER TRAILS ADD SEC. 3	PLEASANT POOLS	\$100,000.00
PRPO202402853	2024-06-27	905 HEARTHSTONE	974	R-1	3	BROOKHAVEN 31	AQUATIC DESIGNS POOL & SPA	\$85,000.00
PRPO202402906	2024-06-26	2612 SUMMIT TERRACE DR	440	R-1	1	SUMMIT LAKES 8	GALAXY HOME RECREATION	\$23,000.00
<b>6</b>								<b>\$386,500.00</b>
<b>Residential, Solar</b>								
PRSO202305780	2024-06-10	2713 WYANDOTTE WAY		R-1	6	WILDWOOD GREEN 2	SOLAR POWER OF OKLAHOMA	\$35,500.00
PRSO202402515	2024-06-05	638 RED CEDAR WAY		PUD	8	GREENLEAF TRAILS ADD. SEC. 12	ION DEVELOPER LLC DBA ION SOLAR	\$15,000.00
PRSO202402521	2024-06-06	3800 FRONTIER CIR		RE	5	FRONTIER ESTATES	SUNTRIA	\$49,846.62
PRSO202402567	2024-06-05	1535 CRUCE ST		R-1	2	HETHERINGTON HEIGHTS 3RD ADD	SUNTRIA	\$66,874.20
PRSO202402602	2024-06-13	2413 HUNTING HORSE TRL		R-1	6	MOUNTAIN ASH ADDITION	GREEN LIGHT SOLAR	\$33,005.00
PRSO202402606	2024-06-06	4204 ELF OWL CT		R-1	7	EAGLE CLIFF SOUTH ADD. SEC. 3	SUNTRIA	\$31,966.47
PRSO202402612	2024-06-06	4001 SIERRA VISTA WAY		PUD	6	RED CANYON RANCH SEC 3	MAYER SOLAR	\$5,000.00
PRSO202402677	2024-06-13	1300 60TH AVE NE		A-2	5	THOMAS COS	EIGHTTWENTY	\$32,508.00
PRSO202402688	2024-06-13	3909 GREEN HILLS CT		R-1	3	CHERRY CREEK SEC 2	ASTRAWATT SOLAR	\$31,185.00
PRSO202402840	2024-06-21	1207 BARKLEY AVE		R-1	4	BEL-AIRE ADD SEC 1	TIMOTHY SHARP	\$7,030.78
PRSO202402844	2024-06-21	2825 BROMPTON DR		R-1	8	BERKELEY 6	LANCE HUTCHINSON	\$18,000.00
PRSO202402912	2024-06-28	1002 ROBINHOOD LN		R-1	4	SHERWOOD FOREST #1	EIGHTTWENTY	\$29,000.00
PRSO202402919	2024-06-28	3305 REMINGTON CT		R-1	8	PRAIRIE CREEK ADD SEC 2	SHINE SOLAR DBA SHINE AIR	\$15,188.85
PRSO202402970	2024-06-28	501 APLOMADO ST		R-1	7	EAGLE CLIFF SOUTH SEC. 5	MY ROOF SOLAR	\$23,797.00
PRSO202402998	2024-06-28	2319 ARCADY AVE		R-1	5	BELLATONA ADD. SEC. 3	OKIE SOLAR	\$17,000.00
<b>15</b>								<b>\$410,901.92</b>
<b>Residential, Storm Shelter</b>								
PRSS202402192	2024-06-13	2926 QUEENSTON AVE	35	PUD	6	PARK HILL ADDITION	GROUND ZERO SHELTERS	\$4,000.00
PRSS202402399	2024-06-05	1514 EISENHOWER RD	35	R-1	8	NORTH ACRES REPLAT	STORM SAFE SHELTER, LLC	\$4,500.00



# June 2024 Residential Permit Activity

Permit Number	Issue Date	Address	Area	Units	Category	Project Name	Value
PRSS202402497	2024-06-05	9601 133RD PL NE	A-2	5	5	DEER CREEK ESTATES	\$3,900.00
PRSS202402513	2024-06-07	418 CALLA LILY LN	R-1	32	8	POPPY GROVE ADD. SEC. 2	\$11,850.00
PRSS202402571	2024-06-05	5514 WINDSTONE LN	PUD	28	3	GLENRIDGE ADD. SEC. 3	\$2,850.00
PRSS202402572	2024-06-04	2301 ALAMEDA PARK DR	R-1	26	6	ALAMEDA PARK ADD. SEC. 3	\$2,650.00
PRSS202402604	2024-06-06	205 GREAT OAKS DR	R-1	21	6	ROYAL OAKS ADD. SEC 6	\$3,950.00
PRSS202402613	2024-06-06	3911 YELLOWSTONE DR	PUD	24	6	PINE CREEK ADD	\$7,500.00
PRSS202402690	2024-06-10	1705 JACKSON DR	R-1	28	6	ALAMEDA PARK ADD #2	\$2,895.00
PRSS202402721	2024-06-11	3220 EPORA CT	PUD	24	6	MONTORO RIDGE SEC. 2	\$3,000.00
PRSS202402755	2024-06-14	3915 YELLOWSTONE DR	PUD	49	6	PINE CREEK ADD	\$7,500.00
PRSS202402757	2024-06-27	820 GOLDEN EAGLE DR	R-1	26	7	EAGLE CLIFF ADD #3	\$2,700.00
PRSS202402770	2024-06-14	3021 LINE DR	R-1	35	6	ROYAL OAKS ADD. SEC. 10	\$3,800.00
PRSS202402777	2024-06-17	3400 BLUE RIDGE DR	RE	25	5	BLUE RIDGE ACRES	\$9,875.00
PRSS202402788	2024-06-18	3002 ESCALON DR	R-1	24	8	LAS COLINAS ADD. SEC. 1	\$3,000.00
PRSS202402801	2024-06-17	1228 BURKSHIRE TER	R-1	26	3	ROCK CREEK POLO CLUB #3	\$3,900.00
PRSS202402818	2024-06-18	2901 SANDSTONE DR	R-1	28	6	ROYAL OAKS 4	\$2,800.00
PRSS202402827	2024-06-17	1121 SHADOWLAKE RD	RM-2	28	6	SHADOW LAKE	\$3,000.00
PRSS202402870	2024-06-25	3816 YELLOWSTONE DR	PUD	24	6	PINE CREEK ADD	\$5,000.00
PRSS202402891	2024-06-21	3105 WISTER RD	PUD	30	8	GREENLEAF TRAILS ADD. SEC. 11	\$3,500.00
PRSS202402893	2024-06-21	2100 NORWOOD DR	R-1	24	5	BELLATONA ADD. SEC. 2	\$3,000.00
PRSS202402938	2024-06-26	2821 EDGEMERE DR	R-1	22	5	EAST RIDGE ADD. SEC. 19	\$2,645.00
PRSS202402939	2024-06-26	712 PAINTED FOREST RD	PUD	24	6	RED CANYON RANCH SEC. 3	\$4,595.00
PRSS202402971	2024-06-26	3021 RED CEDAR WAY	PUD	24	8	GREENLEAF TRAILS ADD. SEC. 12	\$2,500.00
PRSS202402977	2024-06-26	4031 EVANS CT	R-1	28	7	CEDAR LANE SEC. III	\$2,500.00
PRSS202402979	2024-06-26	1737 TAINES TURN	R-1	24	7	CEDAR LANE SEC. III	\$2,500.00
PRSS202402981	2024-06-26	4005 LLEYTON DR	R-1	28	7	CEDAR LANE SEC. III	\$2,500.00
PRSS202402983	2024-06-26	4001 LLEYTON DR	R-1	28	7	CEDAR LANE SEC. III	\$2,500.00
<b>28</b>							<b>\$114,910.00</b>
<b>Total</b>	<b>118</b>						<b>\$ 16,235,184.73</b>



## June 2024 Residential Permit Totals

Reporting Code	Count	Valuation
Multi-Family, Addition / Alteration	3	\$150,852.00
Residential, Accessory Structure	13	\$310,822.14
Residential, Accessory Dwelling Unit	2	\$215,000.00
Residential, Addition / Alteration	15	\$1,001,500.00
Residential, Carport	4	\$23,251.00
Residential, Manufactured Home	1	\$86,952.00
Residential, New Single Family Dwelling	31	\$13,534,495.67
Residential, Pool	6	\$386,500.00
Residential, Solar	15	\$410,901.92
Residential, Storm Shelter	28	\$114,910.00
Water Well	2	0
<b>TOTAL</b>	<b>120</b>	<b>\$16,235,184.73</b>



# Monthly Permit Activity Summary with Details

June 2024 From: (1/1/2024 - 6/30/2024)

Group	Category	2024		2023		
		Permits	Valuation	Permits	Valuation	
RESIDENTIAL	Multi-Family, Addition / Alteration	6	\$384,752.00	33	\$448,916.00	
	Multi-Family, Demolition	1	\$13,000.00			
	Multi-Family, Fire	2	\$100.00			
	Multi-Family, Foundation Only	1	\$680,000.00	1	\$50,000.00	
	Multi-Family, New Multi-Unit Residential	2	\$2,000,000.00	4	\$8,940,000.00	
	Multi-Family, Repair	2	\$700,792.00	1	\$619,021.00	
	Residential, Accessory Structure	68	\$2,866,396.14	139	\$5,695,401.96	
	Residential, Accessory Dwelling Unit	2	\$215,000.00			
	Residential, Addition / Alteration	57	\$3,973,784.70	107	\$7,422,804.00	
	Residential, Car Port	19	\$150,689.51	32	\$226,425.57	
	Residential, Demolition	13	\$135,500.00	31		
	Residential, Manufactured Home	4	\$136,952.00	10	\$1,488,826.00	
	Residential, Manufactured Home Replacement			5	\$464,900.00	
	Residential, New Single Family Dwelling	216	\$87,583,321.82	364	\$142,749,195.00	
	Residential, New Two Family (duplex)	2	\$445,000.00	8	\$1,334,512.00	
	Residential, Pool	44	\$4,076,167.00	97	\$8,675,680.00	
	Residential, Repair	11	\$878,221.00	46	\$4,417,476.00	
	Residential, Solar	63	\$1,976,017.60	238	\$7,860,681.83	
	Residential, Storm Shelter	165	\$686,580.00	340	\$1,369,648.00	
	Residential, Water Well	2		29		
<b>Total</b>		<b>680</b>	<b>\$106,902,273.77</b>	<b>1,485</b>	<b>\$191,763,487.36</b>	
NON-RESIDENTIAL	Commercial, Addition / Alteration	65	\$24,584,816.00	125	\$60,201,370.00	
	Commercial, Demolition	9	\$295,000.00	7		
	Commercial, Fire	30	\$786,712.43			
	Commercial, Foundation Only	1	\$500,000.00	3	\$1,930,000.00	
	Commercial, New Commercial Building	14	\$14,131,765.00	36	\$112,590,200.00	
	Commercial, Pool	1	\$250,000.00			
	Commercial, Repair	14	\$8,912,349.00	4	\$2,375,000.00	
	Commercial, Solar	1	\$524,405.00			
	Industrial, Fire	1	\$92,000.00			
	Industrial, Foundation Only	1	\$450,000.00			
	Institutional, Addition / Alteration	1	\$2,300,000.00			
	Institutional, Fire	3	\$76,054.00			
	<b>Total</b>		<b>141</b>	<b>\$52,903,101.43</b>	<b>175</b>	<b>\$177,096,570.00</b>
	OTHER ACTIVITY	# of New Dwelling Units	252			
All Field Inspections		13,340		25,516		
Certificate of Completion (CC)		1,317				
Certificate of Occupancy (CO)		127		1,116		
Demo # of Dwelling Units		17				
Electrical Permit		601		1,730		
Garage Sale		375		683		
Mechanical Permit		537		1,716		
Paving (PRIVATE PROPERTY)		34	\$277,637.00	97	\$1,384,075.00	
Plumbing Permit		734		1,837		
Public Works		96	\$1,481,846.00			
Sign		147	\$342,915.00	503		
Structure Moving		6		23		
Temporary Structure		8		25	\$326,580.00	
<b>Total</b>			<b>17,591</b>	<b>\$2,102,398.00</b>	<b>33,246</b>	<b>\$1,710,655.00</b>
<b>Total</b>		<b>18,412</b>	<b>\$161,907,773.20</b>	<b>34,906</b>	<b>\$370,570,712.36</b>	

# June 2024 Non-Residential Permit Activity

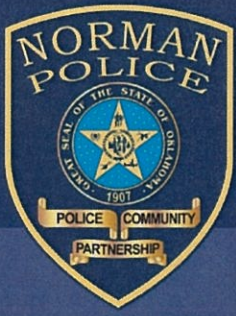
Reporting Code	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Tenant	Valuation
Commercial, Addition/Alteration	PRAD202401936	2024-06-25	1000 36TH AVE SE	2434	A-2	1	NOT SUBDIVIDED	MODERN EDGE HOMES, LLC.	TERRA VERDE	\$235,500.00
	PRAD202402597	2024-06-12	2000 W BROOKS ST	125	R-1	2	NOT SUBDIVIDED	MANHATTAN CONSTRUCTION	WHITTIER MIDDLE SCHOOL	\$125,000.00
	PRAD202402608	2024-06-18	329 W BOYD ST	3183	C-3	4	LARSH'S UNIVERSITY ADD	CAVINS CONSTRUCTION, LLC.	MODE CLOTHING STORE	\$125,000.00
	PRAD202402785	2024-06-27	1000 ALAMEDA ST	1173	C-2	4	REPLAT LT 1 BLK 1 CINEMA EAST	BHR BUILDERS, LLC.	H&R BLOCK	\$40,666.00
	PRAD202402880	2024-06-27	1515 W MAIN ST	320	SPUD	2	ROSE ROCK SCHOOL ADDITION	SWIFTCO DEVELOPMENT	ROSE ROCK SCHOOL	\$40,000.00
	PRAD202402955	2024-06-27	668 E LINDSEY ST	80	R-1	7	CITY PROPERTY	MASTEC NETWORK SOLUTIONS	AT&T MOBILITY	\$15,000.00
	PRNALT202304652	2024-06-27	1100 E CONSTITUTION ST 110	2268	C-2	7	NAVEL AIR TECH TR CT	ARRC CONSTRUCTION, LLC.	HEIGHTS GALLERY NORMAN, LLC	\$60,000.00
	PRNALT202304880	2024-06-11	728 S FLOOD AVE	1365	R-1	4	LANDT'S SEC ADD	MANHATTAN CONSTRUCTION	MCKINLEY ELEM.	\$880,000.00
	PRNALT202304881	2024-06-11	1601 MCGEE DR	3921	R-1	2	WESTLAND ADD	MANHATTAN CONSTRUCTION	MONROE ELEM.	\$1,568,750.00
		<b>9</b>								
Industrial, Foundation Only	PRFO202402764	2024-06-18	3400 THIEDFORD DR	19200	I-2	8	AMD PLAT OF BLK 1 THIEDFORD ADD	APOLLO BUILDING SYSTEMS	SOUTHWESTERN WIRE	\$450,000.00
		<b>1</b>								<b>\$450,000.00</b>
<b>TOTAL</b>										<b>\$ 3,539,916.00</b>



## June 2024 Non-Residential Permit Activity

Category	Permits	Valuation
Commercial, Addition / Alteration	9	\$3,089,916.00
Commercial, Foundation Only	1	\$450,000.00
<b>Total</b>	<b>10</b>	<b>\$3,539,916.00</b>

**POLICE 11**



# NORMAN POLICE DEPARTMENT

## MONTHLY DEPARTMENT OVERVIEW



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JUNE | 2024

### MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2024	5-YEAR AVERAGE	2023
MURDER	0	0	0
SEXUAL ASSAULTS	11	13	16
ROBBERY	1	3	3
AGGRAVATED ASSAULTS	18	22	22
BURGLARY OF BUILDING	29	37	40
LARCENY/THEFT	204	240	208
MOTOR VEHICLE THEFT	25	34	28
ARSON	0	0	0
KIDNAPPING	4	3	5
FRAUD/FORGERY	54	114	75
DUI/APC	33	26	33
PUBLIC INTOXICATION	47	41	44
RUNAWAYS	55	26	28
DRUG VIOLATIONS	98	49	56
THREATS/HARASSMENT	22	37	34
VANDALISM	66	89	93
OTHER	606	569	566
<b>TOTAL REPORTED OFFENSES</b>	<b>1,273</b>	<b>1,304</b>	<b>1,251</b>
<b>TOTAL ARRESTS:</b>	<b>746</b>	<b>621</b>	<b>685</b>
PROTECTIVE CUSTODY:	98	84	76
<b>TOTAL CASE REPORTS*</b>	<b>990</b>	<b>1,043</b>	<b>970</b>
<b>COLLISIONS</b>	<b>141</b>	<b>154</b>	<b>155</b>
FATALITY	0	0	1
INJURY	49	55	51
NON-INJURY	92	99	103
NUMBER OF PEOPLE INJURED	76	83	73
<b>CITATIONS &amp; WARNINGS</b>	<b>2,181</b>	<b>1,935</b>	<b>2,499</b>
TRAFFIC CITATIONS	925	594	765
TRAFFIC WARNINGS	725	979	1,293
PARKING CITATIONS & WARNINGS	531	362	441



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## COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 5,618

NON-EMERGENCY CALLS TAKEN: 14,221

**TOTAL INCOMING CALLS: 19,839**

**TOTAL CALLS FOR SERVICE GENERATED: 12,017**

POLICE CALLS FOR SERVICE: 8,348

OFFICER INITIATED: 3,342

CITIZEN INITIATED: 5,006

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,572

EMSSTAT: 2,097

Officer Initiated Calls for Service  
3,342



Citizen Initiated Calls for Service  
5,006

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## INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 180

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 71

CASES CLOSED DURING REPORTING PERIOD: 448

CLEARED BY ARREST / WARRANT: 6

CLEARED BY EXCEPTION: 33

COP FOLLOW-UP: 4

DEACTIVATED: 339

DEACTIVATED DUE TO STAFFING: 14

MISSING PERSONS RECOVERED: 33

REFERRED INTERNALLY: 19

UNFOUNDED: 0

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## ANIMAL WELFARE

INTAKES: 292

LIVE RELEASES: 287

LIVE OUTCOME RATE: 92%

ANIMALS FOSTERED: 127

ANIMALS LICENSED: 61

VOLUNTEER HOURS: 233

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## RECORDS

CUSTOMER SERVICE CONTACTS: 2,012

IN-PERSON CONTACTS: 890

PHONE CONTACTS: 609

EMAIL CONTACTS: 513

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## DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184

ACTUAL EMPLOYED: 166

AVAILABLE FOR ASSIGNMENT: 145\*\*

AUTHORIZED NON-COMMISSIONED: 76

ACTUAL NON-COMMISSIONED: 68

AVAILABLE FOR ASSIGNMENT: 64\*\*

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\*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 June 2024



## IN SHELTER ANIMAL COUNTS

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	92	123	215	94	110	204	(11)	-5%
Ending	102	171	273	82	115	197	(76)	-28%

## ANIMAL INTAKES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	120	149	269	93	148	241	(28)	-10%
Owner Relinquish	3	10	13	10	17	27	14	108%
Owner Intended Euth	3	0	3	2	2	4	1	33%
Transfer In	0	0	0	0	0	0	0	0%
Other Intakes*	6	0	6	6	1	7	1	17%
Returned Animal	8	1	9	5	8	13	4	44%
<b>TOTAL LIVE INTAKES</b>	<b>140</b>	<b>160</b>	<b>300</b>	<b>116</b>	<b>176</b>	<b>292</b>	<b>(8)</b>	<b>-3%</b>

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

## OTHER STATISTICS

	2023		2024		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	0%
Dog Collected (DOA)	1	1	0	0	(1)	-100%
Cat Collected (DOA)	1	1	4	4	3	300%
Wildlife Transferred	0	0	0	0	0	0%
Intake Horses	1	1	0	0	(1)	-100%
Intake Cows	0	0	0	0	0	0%
Intake Goats	0	0	0	0	0	0%
Intake Sheep	0	0	0	0	0	0%
Intake Rabbits	0	0	14	14	14	0%
Intake Pigs	0	0	0	0	0	0%
Intake Other	2	2	0	0	(2)	-100%
<b>TOTAL OTHER ITEMS</b>	<b>5</b>	<b>5</b>	<b>18</b>	<b>18</b>	<b>13</b>	<b>260%</b>

## LENGTH OF STAY (DAYS)

	2023	2024
Dog	23.3	21.1
Puppy	12.7	11.5
Cat	17.4	10.5
Kitten	11.3	8.2

## OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	138	34	0	172

# Norman Animal Welfare Monthly Statistical Report June 2024



## LIVE ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	74	86	160	42	106	148	(12)	-8%
Return To Owner	40	2	42	29	1	30	(12)	-29%
Transferred Out	1	2	3	46	4	50	47	1567%
Returned to Field	0	11	11	0	42	42	31	282%
Returned to Owner in Field	N/A	N/A	N/A	17	0	17		
<b>TOTAL LIVE OUTCOMES</b>	<b>115</b>	<b>101</b>	<b>216</b>	<b>134</b>	<b>153</b>	<b>287</b>	<b>71</b>	<b>33%</b>

## OTHER ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	3	3	1	3	4	1	33%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	12	8	20	9	12	21	1	5%
Owner Intended Euth	3	0	3	2	2	4	1	33%
<b>TOTAL OTHER OUTCOMES</b>	<b>15</b>	<b>11</b>	<b>26</b>	<b>12</b>	<b>17</b>	<b>29</b>	<b>3</b>	<b>12%</b>

## TOTAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	115	101	216	134	153	287	71	33%
Total Other Outcomes	15	11	26	12	17	29	3	12%
<b>TOTAL OUTCOMES</b>	<b>130</b>	<b>112</b>	<b>242</b>	<b>146</b>	<b>170</b>	<b>316</b>	<b>74</b>	<b>31%</b>

## SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	3	10	0	13
Medical - Injured	0	2	0	2	10%
Behavior - Aggressive	5	0	0	5	24%
Behavior - Other	1	0	0	1	5%
<b>TOTAL EUTHANASIA</b>	<b>9</b>	<b>12</b>	<b>0</b>	<b>21</b>	

## MONTHLY LIVE RELEASE RATE

2023	2024
90.4%	92.0%

Live Outcomes / (Total Outcomes - Owner Int Euth)

**PUBLIC WORKS**

**12**

DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
CITY OF NORMAN, OKLAHOMA  
June 2024

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed two (2) Rural Certificates of Survey, one (1) Final Plat and one (1) Short Form Plat for Planning Commission; one (1) Rural Certificate of Survey, two (2) Preliminary Plats, one (1) Final Plat and one (1) Alley Closure to City Council. The Development Engineer reviewed 28 sets of construction plans and four (4) punch lists. There were 148 permits reviewed and/or issued. Fees were collected in the amount of \$9,503.05.

**CAPITAL PROJECTS:**

**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 5/31/2024, 89% of the total contract amount has been expended. Through 5/31/24, 77% of the contract time had expired.

The contractor's activities this month were as follows:

- *Began installation of landscaping in roundabout*
- *Completed signing and striping installation*
- *Fence installation is nearly complete*
- *Bridge railings, decorative signage, LED lighting and public art piece are being fabricated for installation.*
- *All project paving is complete*
- *Light poles, wiring and conduit are installed awaiting OG&E to install luminaires*

**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. *The project is expected to be complete in July 2024.* The

*Monthly Progress Report*

*Public Works (June 2024)*

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 5/31/2024, 91% of the total contract amount has been expended. Through 5/31/2024, 157% of the contract time has been expended.

The city has imposed a number of restrictions on the contractor in an effort to reduce the impact of the construction on local businesses and traffic along Porter Avenue. Although these restrictions have been successful in mitigating disruption to individual property owners and have allowed larger portions of the roadway to stay open at a given time, they have resulted in extending the overall project duration beyond what was expected at bidding. City staff and ODOT are working together with the contractor to determine a reasonable way to extend the allowable contract time to compensate for these added restrictions to the work. Once that change is implemented, the time used percentage will more closely align with the contract completion. Furthermore, many of the larger cost items in this project, such as lighting, traffic signals, landscaping and roadway paving, are not scheduled to be completed until the very end of the project. This too, helps to account for a portion of the lag between amount spent and time spent. Now that the signal and lighting poles have been delivered, it is expected that over the next month multiple major cost items will be completed bringing the completion percentage more in line with the construction time.

The contractor's activities this month were as follows:

- All paving and striping is complete
- Began installation of decorative landscape monuments
- Began installation of plantings in landscaped beds
- Began installation of electric services for irrigation and decorative lighting

**Sidewalk Programs:**

**FYE 2024 Sidewalk Concrete Projects** This project was awarded to Arroyo's Concrete LLC and is complete. This contract included 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 through June of 2024. This project has been updated to include 56 bus stop installations and/or modifications. As of 6/28/2024, has been completed and final paperwork is now being processed.

**Rock Creek and Ward 7 Sidewalks** This project was awarded to Arroyo's Concrete LLC and is currently complete. This contract included sidewalk repairs and installation along W Rock Creek, College Avenue, George Street and US 77/Classen Boulevard. As of 6/28/2024, has been completed and final paperwork is now being processed.

**Lindsey Street Sidewalk Repair Project** This project is 80% funded through an ACOG grant and is currently in design with EST, 90% plans have been completed and are in review at this time. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along Lindsey Street from 12<sup>th</sup> Avenue SE to 24<sup>th</sup> Avenue SE on the north and south sides of Lindsey Street. Construction is anticipated to start in the winter/spring of 2025.

**12<sup>th</sup> Ave NE and W Brooks Street Sidewalk Project** This project is 80% funded through an ACOG grant and is currently in design with Garver, 30% plans have been received and are in review at this time. Once review is complete plans will be turned over to ODOT for review and to move the project along to the next phase. This project will include placement of sidewalks, ramps, and driveways along 12<sup>th</sup> Avenue NE from E Robinson

*Monthly Progress Report  
Public Works (June 2024)*

Street to E Rock Creek Road and W Brooks Street from S Pickard Avenue to Wylie Road. Construction is anticipated to start in the spring/summer of 2025.

**FYE 2025 Sidewalk Concrete Projects** This project will be awarded to Arroyo's Concrete LLC on 7/9/2024 and will be under construction in August. 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 through June of 2025.

**Flood Multimodal Path** This project was awarded to Parathon Construction and will be under construction mid to late July. This contract includes a 10' wide multi use path along the west side of Flood Avenue from Robinson Street to Tecumseh Road. Construction is expected to be completed December 2024.

**State Highway 9 Multi Use Path** This project is 80% funded through an ACOG grant and is currently in design, 30% plans have been completed and are in review at this time. This project will include the construction of a 10' wide Multi Use Path from 48<sup>th</sup> Ave SE to 72<sup>nd</sup> Ave SE along the north side of State Highway 9. Construction is anticipated to start in the summer of 2025.

**Street Maintenance Bond Programs:**

**FYE 2024 Street Maintenance Bond – Urban Concrete 1**

Urban Concrete Bid 1 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Nash Construction Company in the amount of \$1,340,825.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024. The contractor mobilized on October 12, 2023. During the month of June, the contractor completed work on Hidden Hills Road from Brookhaven Boulevard to 36th Avenue NW, Barwick Drive from Brookhaven Boulevard to 36th Avenue NW, and Pembroke Drive from Burlington Drive to Barwick Drive

**FYE 2024 Street Maintenance Bond – Urban Concrete 2**

Urban Concrete Bid 2 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Arroyo's Concrete LLC in the amount of \$1,337,100.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024. The contractor mobilized on October 13, 2023. During the month of June, the contractor continued work on West Boyd Street between 24th Avenue SW and Garrison Drive.

**FYE 2024 Street Maintenance Bond – Asphalt**

Street Maintenance Bond Asphalt bids were opened January 28, 2024. Five bids were received and the contract was awarded on February 13, 2024, to Silver Star Construction Co., Inc. in the amount of \$1,028,500. The project includes asphalt milling and repaving on 3.1 miles of urban and rural streets. The contractor completed all asphalt paving during the month of May. This project had remaining funds and the contractor was remobilized to complete concrete work to improve conditions on North Peters Avenue between Acres Street and East Frank Street. The work completed included the construction of new inlet structures, new intersection returns, and curb and gutter.

**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, 2021. On December 13, 2022 Council approved a resolution to alter transit bus service as recommended in the Plan. The route changes were effective October 16, 2023 after many months of implementation work, including the remodel of 320 E. Comanche into the Norman Transit Center. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:

**Go Norman Transit Plan: Vehicle Procurement**

- The City is finalizing the purchase of 5 paratransit vans. After multiple delays due to supply chain issues, corrections to items that failed inspections, and warranty repair items, the first of these vehicles went into service on Monday April 29, 2024. The remaining vehicles have now passed warranty inspections and have been officially accepted by the City. 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



Monthly Progress Report  
Public Works (June 2024)

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, 2022 transferring an additional \$149,454 to cover the cost increase. FTA grant OK-2020-026 was amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304 for a total cost of \$584,655.)

- o The City is currently in the early stages of purchasing 6 CNG cutaway transit buses for the paratransit fleet. Staff are currently working on developing specifications for these vehicles and anticipate bringing a request to Council this spring for acceptance of the grant and procurement of these vehicles. Below is background on this purchase:
  - On April 11, 2023, Council approved Resolution R-2223-117 authorizing an application to the FTA's Bus and Bus Facilities (5339b) and Low- or No-Emissions Grants program to purchase 6 CNG cutaway transit buses for the paratransit fleet. The proposed cost share per bus is \$129,452 federal (75%) and \$43,151 local match (25%), resulting in \$172,603 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (75%) and \$258,904 local (25%), resulting in a \$1,035,618 total cost for 6 units. On June 26, 2023, the FTA awarded the City's grant application to purchase 6 CNG cutaway buses for fleet replacement without any changes. On June 11, 2024, Council adopted resolution R-2324-149 formally accepting the grant and authorizing the purchase with additional local funding to include designation signage which increases the fleets resiliency allowing these vehicles to be used in fixed-route applications if needed in the future. The revised cost share per bus is \$129,452 federal (72%) and \$50,888 local match (28%), resulting in \$180,340 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (72%) and \$305,326 local (28%), resulting in a \$1,082,040 total cost for 6 units.
- o On February 9, 2024, the City Manager approved the purchase of two support vehicles via state contract using funds budgeted for vehicle replacement which were available in the Public Transportation Fund. The EV charging station for these units has been installed and one of the two vehicles have been delivered.

### **New Route Network**

City Transit staff continue to monitor and ensure the smooth transition to the new route network by working with other City staff, EMBARK staff, citizens, local organizations, and Councilmembers to identify and resolve concerns arising from the new route network. A couple of areas have been identified to add bus stops to address some concerns with the route changes. Those are listed below and do not alter the times the routes operate. Visual of these changes can be found attached to this report. Staff will continue working with community partners and EMBARK to analyze other changes that could be implemented.

- Add an outbound and inbound stop on Route 112 on University Blvd, just south of Symmes St. These stops will provide access to destinations in the area, including the McFarlin Food Pantry.
- Add two inbound stops on Route 111 on Triad Village Dr., one just east of 12th Ave SE and the other outside of Wyndam Place Senior Residences.

### **Service Expansion Priorities**

Now that the new route network has been implemented, City Transit staff are reviewing and evaluating the next priorities recommended by the Go Norman Transit Plan. The first three expansion recommendations from a total of eight recommendations are as follows:

- o *Priority 1: Sunday Service – This service expansion responds to rider requests for Sunday service. Sunday service span and trip frequencies would match Saturday service levels. Sunday transit service is currently being tested as part of the Norman On-Demand microtransit pilot program.*
- o *Priority 2: Increased Frequency on Route 112 – This service expansion upgrades the trip frequency of Route 112 (West Lindsey) from 60 minutes to 30 minutes. Ridership on this route has increased 75-110% since the new route network was implemented. Staff submitted a budget request that was approved in the FYE 2025 budget to implement this priority.*
- o *Priority 3: Increased Frequency on Route 110 – This service expansion upgrades the trip frequency of Route 110 (Main St/24th Ave NW) from 60 minutes to 30 minutes. While ridership for this route has decreased 40% since the new route network was implemented, the planned developments along 24th Ave NW are expected to increase ridership along this route as well.*

**Microtransit Pilot Program with Via Transportation – Norman On-Demand**

- Following a study determining how to best establish a microtransit pilot program in Norman, staff conducted a competitive bid process for a turnkey pilot program. Via Transportation's proposal 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.
- After discovering the University of Oklahoma was interested in collaborating on microtransit services with the renewal of their SafeRide program, staff worked to amend the agreement with Via to include that collaboration. On August 8, 2023 Council approved both Amendment 1 to contract K-2223-164, and Contract K-2324-50 with the University of Oklahoma for microtransit services.
- Website updates and the end user app both went live on August 16, 2023 and the microtransit service launched as planned on August 21, 2023.
- On April 23, 2024 Council approved amendments to contracts K-2223-164 (AMD2) and K-2324-50 (AMD1) providing for expansion of the existing program for the remainder of the current contract, through August 21, 2024. The expanded zone includes Ed Noble Parkway, Sooner Mall, Robinson Crossing, and more. These changes went into effect on May 1, 2024.
- Staff have developed contract amendments with both Via Transportation and the University of Oklahoma to extend the expanded service through the end of summer 2025. These amendments were approved on the July 9, 2024 Council regular meeting agenda. More details can be found in the attached monthly performance report for this service, named Norman On-Demand.

**Transit Monthly Performance Reports**

Attached are both the EMBARK Norman Performance Report and the Norman On-Demand Performance Report for May 2024.

**STREETS DIVISION**

**CAPITAL PROJECTS:**

**EAST FRANKLIN ROAD: 156<sup>TH</sup> AVENUE NE TO 144<sup>TH</sup> AVENUE NE**

Streets crews worked a deep patch at East Franklin Road: 156th Avenue NE to 144th Avenue NE and required 2,231.90 tons of asphalt for the repair.

**144<sup>TH</sup> AVENUE NE: FRANKLIN ROAD TO NORTH END**

Streets crews worked a deep patch at 144th Avenue NE: Franklin Road to North End and required 1,506.69 tons of asphalt for the repair.

**ASPHALT PROJECTS:**

**OAK FOREST DRIVE AND TIMBERCREST STREET– DEEP PATCH**

Streets crews worked a deep patch at Oak Forest Drive and Timbercrest Street and required 335.02 tons of asphalt for the repair.

**2801 CHELSEA DRIVE – DEEP PATCH**

Streets crews worked a deep patch at 2801 Chelsea Drive and required 25.04 tons of asphalt for the repair.

**CONCRETE PROJECTS:**

**2801 CHELSEA DRIVE**

Streets crews replaced concrete panels at 2801 Chelsea Drive. This repair required 6 cubic yards of concrete and resulted in over 55 square yards repaired.

**1833 DANFIELD DRIVE**

Streets crews replaced curb & gutter at 1833 Danfield Drive. This repair required 21.50 cubic yards of concrete and resulted in over 129 square yards repaired.

**ROADSIDE OPERATIONS:**

**ROUTINE POTHOLE PATCHING OPERATIONS**

This month approximately 12.30 tons of asphalt was utilized in routine pothole patching operations.

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

Streets Roadside Mowing crew continued their summer mowing schedule. During June, 2024, 388 miles of rural rights-of way and 3,211,265 sq. ft. of urban rights-of-way were mowed.

## **STORMWATER DIVISION**

### **WORK ORDER RESPONSE**

Stormwater Division received 29 work order requests and closed 28 work orders.

### **INFRASTRUCTURE MAINTENANCE**

The Infrastructure Maintenance Crew

- Removed silt to allow water to drain from the dead end of Overbrook Drive.
- Removed debris from the end of a stormwater pipe at 1101 Dessert Willow Terrace.
- Filled in erosion areas in Eastwood Park for Park Maintenance.
- Cut saplings out of inlets on Murphy Street.
- Painted over graffiti in Normandy Channel.
- Started 200 feet of pipe replacement on Madra Street.
- The Crew checked 369 inlets and cleaned 61 inlets totaling .5 tons of debris removed in Ward 2.

### **CHANNEL MAINTENANCE**

The Channel Maintenance Crew

- Removed debris in Hollywood Channel and pumped water to prepare for Cavins Group removal of unhoused debris.
- Removed fallen tree and debris from Imhoff Channel at 1104 Westbrooke Terrace.
- Removed branches along sidewalk on N Porter Ave.
- Reshaped drainage ditch at 3816 Northridge Road.
- Removed a drift on Crossroads Blvd at bridge.
- Removed debris from Bishop Creek at 906 Mockingbird Ln.
- Removed Tree Limbs along Merkle Channel.
- Cleaned flume at 2504 Anna Lane.
- The Crew checked 133 inlets and cleaned 29 inlets totaling .5 tons of debris removed in Ward 3.

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

- 309 lane miles were swept in June resulting in the removal of approximately 83.03 tons of debris from various curb-lined streets throughout the city.
- The Camera Crew used the GPS while camera is being repaired.
- The Crew checked 400 inlets and cleaned 123 inlets totaling 2.5 tons of debris removed in Ward 4, 6, and 7.

### **HOLLYWOOD CHANNEL ENVIRONMENTAL CLEANUP**

From June 7 to June 19 Cavins Group was contracted to remove hazardous unhoused debris blocking Hollywood Channel from 1433 Cherry Stone St. to Hollywood Shopping Center.

- 345 hours of labor.
- 4.6 tons of debris removed (including numerous uncapped syringes and glass vials).

### **INLET CLEARING OPERATIONS**

Stormwater crews checked 907 inlets and cleaned 213 inlets totaling 4.5 tons of debris removed in Wards 2, 3, 4, 6 and 7.

### **STORMWATER OKIE LOCATES**

During the month of June 2,706 Call 811 Okie Spots were received. Of those requests, 367 were marked stormwater pipe locates.

## **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 AssetWorks system. The AssetWorks program then tallies the information and decides on a price-per-gallon for that purchase. The monthly high and the monthly low price-per-gallon for unleaded gasoline and diesel fuel are shown.

## **MAINTENANCE REPORT**

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

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

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

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

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

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

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

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

## **PRODUCTIVITY REPORT**

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

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

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

**June 2024**  
**DEVELOPMENT COORDINATION, ENGINEERING**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FYE 2024 Associated Fees

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

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

**City Council Review:**

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

	↓	↓	↓
<b>\$ 1,180.00</b>	↓	↓	↓

**Development Committee:**

- Final Plats..... 1
- Fee-In-Lieu of Detention..... 0**

	↓	↓	↓
<b>\$0.00</b>	↓	↓	↓

**Subtotal:**      **\$1,180.00**      **\$ 360.00**      **\$47,930.00**

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

- \*\*Single Family..... 36
- \*\*\*Commercial..... 7
- Multi-Family..... 0
- Addition/Alteration..... 27
- House Moving..... 1
- Paving Only..... 14
- Storage Building..... 15
- Swimming Pool..... 6
- Storm Shelters..... 28
- Public Improvements..... 5
- Temporary Encroachments..... 1
- Fire Line Pits/Misc..... 0
- Franchise Utilities ..... 7
- Other revenue ..... 2
- Flood Plain (@\$100.00 each)..... 2

	↓	↓	↓
↓	↓	↓	↓

**Total Permits.....**

**Grand Total.....**

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

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

	\$0.00	\$0.00	
	\$200.00	\$0.00	\$2,600.00
<b>Total Permits.....</b>	<b>\$8,123.05</b>	<b>\$6,092.16</b>	<b>\$79,987.59</b>
<b>Grand Total.....</b>	<b>\$9,503.05</b>	<b>\$6,452.16</b>	<b>\$129,537.59</b>
<b>****Construction Plan Review Occurrences</b>	<b>28</b>	<b>24</b>	<b>314</b>
<b>****Punch Lists Prepared.....</b>	<b>4</b>	<b>4</b>	<b>57</b>

\* 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

**June 2024**

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

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

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/ 3 DAYS	36	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/ 7 DAYS	7	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/ 10 DAYS	28	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%



# PERFORMANCE REPORT

## Summary of Services Table: May 2024

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.

EMBARCK Norman Service Summary	ADP May FY24	FY24 YTD	FY23 YTD	Service Profile	May FY24	May FY23
Fixed Routes (M-F)	1,359	320,081	253,821	Weekdays	22	22
Fixed Routes (Sat)	687	31,559	24,954	Saturdays	4	4
PLUS (M-F)	93	20,492	20,189	Gamedays	0	0
-Zone 1*	64	15,037	16,978	Holidays	1	1
-Zone 2**	29	5,455	3,211	Weather	6	3
PLUS (Sat)***	18	931	1,099	Fiscal YTD Days	282	281
				Cal. YTD Days	129	127

\*Requires ¾ mile

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

\*\*\*Operates only in Zone 1

## Strategic Performance Measures

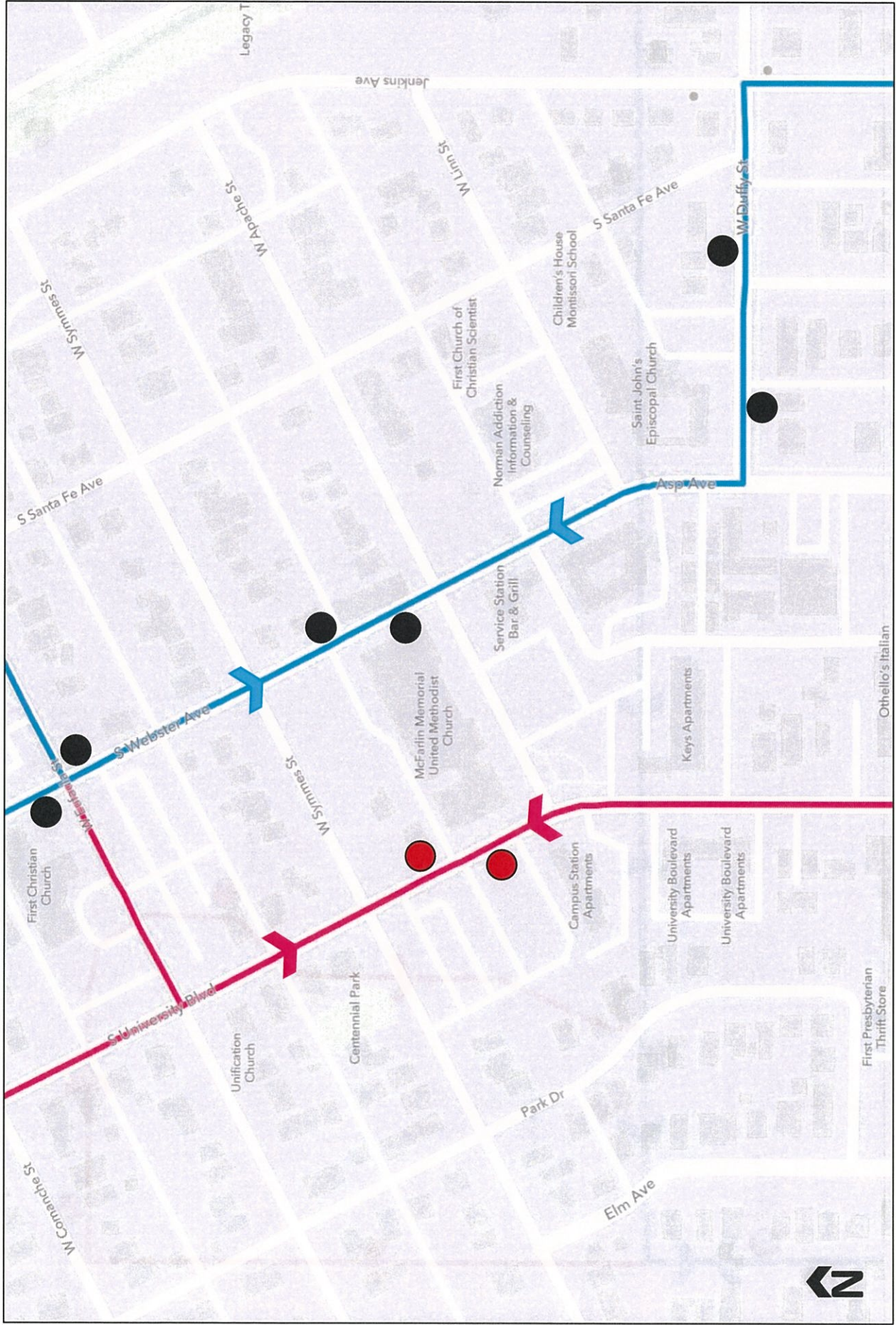
MEASURE	FY 24 YTD	FY 24 Targets	
# of Norman fixed-route passenger trips provided	351,640	251,881	■
# of Norman paratransit trips provided	21,423	21,000	■
% of on-time Norman paratransit pick-ups	97.28%	98.58%	●
# of Norman bus passengers per service hour, cumulative	18.56	13.04	■
# of Norman bus passengers per day, average	1,257	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.00%*	0.00%**	●
% of on-time fixed-route arrivals	66.41%	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

# July 2024 – Minor Transit Service Changes

## Route 112 Bus Stop Additions at University Ave/Symmes St



- - Current Bus Stops
- - New Bus Stops
- - Route 112 W Lindsey/36th NW
- - Route 111 E Lindsey/Alameda



# July 2024 – Minor Transit Service Changes

## Route 112 Bus Stop Additions at 12<sup>th</sup> Ave SE/Triad Village Dr



- - Current Bus Stops
- - New Bus Stops
- - Route 111 E Lindsey/Alameda
- - Route 112 E Lindsey/Alameda Change



# Performance Report

## Microtransit Pilot Program Performance Report

May 2023

### Purpose

The Microtransit Pilot Program Performance Report provides a summary of service performance measures used to evaluate the performance of the Norman On-Demand microtransit transportation system for the City of Norman. The performance measures used by staff may change over the course of the pilot program. Initially we will be comparing the key performance indicator

goals that were outlined in the request for proposals (RFP) to the data provided from Via for the Norman On-Demand program. These indicators and performance measures include average walking distance, maximum walking distance, average rider wait time, maximum rider wait time, and the percentage of ride requests completed within 20 minute wait time.

### Service Profile, Hours, and Pricing

Norman On-Demand is a pilot microtransit service which launched for late night and Sunday service in core Norman on August 21, 2023. Norman On-Demand is a turnkey service provided by TransitTech provider Via. The Norman On-Demand app is available on the Apple App Store and the Google Play Store. This service compliments existing public transit service by extending service into the late night hours and during the day on Sundays for a small fee. Because this is a pilot program, there may be changes to service area, hours

Service Hours		Pricing	
Monday-Wednesday	7pm – 1am	First Passenger	\$2.00
Thursday-Saturday	7pm – 3am	Each Additional Passenger	\$1.00
OU SafeRide: Thursday-Saturday	10pm – 3am	OU SafeRide (OU Students using OU email address during SafeRide hours)	Free
Sunday	10am – 6pm		
<i>ADA/Wheelchair Accessible Vehicles available upon request.</i>			

of operations, or other aspects of the service while the City focuses the program to efficiently serve the needs and desires of our community. As of May 1, 2024, the map will extend the west boundary to 36<sup>th</sup> Ave. NW, add one additional vehicle for a total fleet of six, and alter Thurs-Sat hours to end at 1am during ‘Summer Hours’.

### Key Performance Indicator Measures

Measure	Target	May	Service to Date (8/21/23 – 5/31/24)
Average Walking Distance	<0.10 miles	0.06 miles	0.06 miles
Maximum Walking Distance	0.25 miles	0.21 miles	0.32 miles
Average Rider Wait Time*	<15 min	24.7 min	23.4 min
Maximum Rider Wait Time*	20 min	60.6 min*	86.7 min*
Percentage of Ride Requests Completed Within 20min. Wait Time	>80%	46.17%**	48.28%**

\*OU has requested longer available wait times for OU students during SafeRide hours (up to a 2 hour max). This affects the original goal of 20 minutes that was identified in the original Request for Proposals.

\*\*Number of ride requests with ‘Completed’ status that have a wait time of 20 minutes or less as a percentage of the total number of ride requests with ‘Completed’ status. This data is skewed by longer available wait times for OU students during SafeRide hours.

## Additional Performance Measures

### Ridership

Norman On-Demand completed 2,567 rides in May 2024, which is a 1.1% increase from the April 2024 total of 2,539. There were a total of 19 completed trips that requested a wheelchair accessible vehicle

(WAV) in the month of May. Ridership per service hour (RPSH) is a ratio of the number of riders making use of the service in relation to how much service is being provided (i.e. one vehicle providing one hour of service would be one 'service hour').

Ridership	May	Service to Date (8/21/23 – 5/31/24)
Total number of passengers	2,567	23,638
Total number of Trips Completed	1,711	15,000
# of Completed Trips Requesting WAV	19	177
Ridership Per Service Hour (RPSH)	5.3	5.7

### Rider Experience

The system includes an automated feedback process where all ride ratings with four stars or fewer that have actual written feedback attached are reviewed by customer support agents. Poor ride ratings

alone are not categorized as complaints. Two rider complaints were reported to Via in the month of May, on regarding driver behavior and the other regarding routing.

Rider Experience	May	Service to Date (8/21/23 – 5/31/24)
Average Ride Duration	10.6 min	9.7 min
Average Ride Distance	3.2 miles	3 miles
Average Ride Rating	4.9 (out of 5 stars)	4.9 (out of 5 stars)

### Program Engagement and Rider Growth

Since the Norman On-Demand App launched on August 21, 2023, a total of 5,351 individual accounts have been created, which is a 8.25% increase over the April 2024 service to date total of 4,943. Of these accounts a little less than half, or 47.8%, have utilized the service at least once. Approximately 24.5% or 1,312 active accounts have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/21/23 – 5/31/24)		
App Accounts Created Since Launch	5,351	
OU Accounts	N/A	N/A
Active Accounts*	3,540	66.1%
Rider Accounts**	2,561	47.8%
Repeat Rider Accounts***	2,015	37.6%
*accounts where user has engaged with ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

### Accidents and Vehicles

One accident was reported in the month of May. All incidents are reported to City of Norman Transit staff in a timely manner by our provider Via.

All five vehicles were in active service during the month of May, which meets the target fleet availability.

**SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024**

<b>STREET DIVISION</b>					
	<b>FYE 2024 June 2024</b>	<b>FYE 2024 June 2024</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE 2024</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PERCENT</b>	<b>ACTUAL</b>	<b>PERCENT</b>	<b>PROJECTED</b>
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100%	100%	100%	100%	95%
	12.30		129.73		
Overlay/pave 10 miles per year.	1.50	15%	4.50	45%	100%
Replace 2,000 square yards of concrete pavement panels	184.00	9%	3,451.88	173%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	3.00	1%	39.00	9%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	3,211,265.00	25%	30,140,451.00	238%	100%
Mow 148 miles of Rural Right-of-way three times per year	388.00	87%	2,394.00	539%	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	100%	100%	100%	100%	100%
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	90%	90%	90%	100%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	95%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

STORMWATER DIVISION					
	FYE 2024 June, 2024	FYE 2024 June, 2024	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)	309.00	62%	4,456.87	74%	85%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	907.00	9%	15,685.00	157%	65%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	923,355.00	7%	7,526,834.00	55%	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	0%				
Permit all floodplain activities as appropriate.	2.00	2%	15.00		100%

**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT**

June 2024

IN GALLONS	FYE 2024	FUEL REPORT		
	<b>UNLEADED PURCHASED</b>	<b>DIESEL PURCHASED</b>	<b>CNG PURCHASED</b>	
Internal pumps	21,437.00	20,516.00	26,764.67	
Outside - sublet	688.00	358.00	2,092.50	
<b>TOTAL</b>	<b>22,125.00</b>	<b>20,874.00</b>	<b>28,857.17</b>	
<b>TOTAL Consumption</b>	<b>UNLEADED CONSUMED</b>	<b>DIESEL CONSUMED</b>	<b>CITY CNG CONSUMED</b>	<b>PUBLIC CNG CONSUMED</b>
	22,194.30	20,655.30	26,764.67	2,092.50

FYE 2024 TO DATE CONSUMPTION				
<b>TOTAL Consumption</b>	<b>UNLEADED CONSUMED</b>	<b>DIESEL CONSUMED</b>	<b>CITY CNG CONSUMED</b>	<b>PUBLIC CNG CONSUMED</b>
	241,561.52	240,770.64	360,580.86	40,108.62

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:					
UNLEADED	High	\$2.60	Low	\$2.43	UNLEADED	High	\$2.69	Low	\$2.55
DIESEL	High	\$2.50	Low	\$2.23	DIESEL	High	\$2.59	Low	\$2.34
CNG	High	\$0.17	Low	\$0.17	CNG	High	\$2.10	Low	\$2.10

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$144,541.05	Month Total Public CNG Sales	\$4,392
OILS/FLUIDS	\$5,914.48	FYE 2024 To Date Public Sales	\$84,216
TIRES	\$26,183.56	<b>LIFE TO DATE CNG GAS GALLON EQUIVALENT</b>	
SUBLET REPAIRS	<b>\$14,454.73</b>	Total Sold Gallons Life To Date	1,123,592
<b>TOTAL SPENT ALL Parts/Sublet</b>	<b>\$191,093.82</b>	Total Gross Sales Life To Date	\$1,682,845
		Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	3,581,621

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	1	79
EMERGENCY ROAD CALLS	6	9	6	158
PM SERVICES	83	87	81	2,165
INCLEMENT WEATHER	0	0	0	9
WORK ORDERS	313	378	161	5,628
SCHEDULED REPAIRS	88	209	97	2,510
NON SCHEDULED REPAIRS	225	169	64	2,166

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	54
EMERGENCY ROAD CALLS	11	19	16	422
PM SERVICES	44	36	40	900
INCLEMENT WEATHER	0	0	0	4
WORK ORDERS	202	221	170	3,912
SCHEDULED REPAIRS	87	87	56	1,063
NON SCHEDULED REPAIRS	155	139	114	2,080

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	18
EMERGENCY ROAD CALLS	0	1	0	18
PM SERVICES	8	17	17	292
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	57	108	84	1,853
SCHEDULED REPAIRS	38	74	81	497
NON SCHEDULED REPAIRS	19	34	3	1,000

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	159
EMERGENCY ROAD CALLS	0	0	0	18
PM SERVICES	4	2	5	110
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	37	66	55	743
SCHEDULED REPAIRS	19	48	32	294
NON SCHEDULED REPAIRS	18	18	23	207

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	0	0	1	295
EMERGENCY ROAD CALLS	17	29	23	610
PM SERVICES	139	142	143	3349
INCLEMENT WEATHER	0	0	0	19
WORK ORDERS	609	773	470	11846
SCHEDULED REPAIRS	232	418	266	4297
NON SCHEDULED REPAIRS	417	360	204	5051

**FLEET DIVISION  
INVENTORY  
June 2024**

**FUEL**

WESTWOOD GOLF	218.4	gallons	UNLEADED	@	2.430	\$	530.71
WESTWOOD GOLF	226.9	gallons	DIESEL	@	3.140	\$	712.47
NORTH BASE	4,129.8	gallons	UNLEADED	@	2.580	\$	10,654.78
NORTH BASE	5,624.0	gallons	DIESEL	@	2.430	\$	13,666.27
FIRE STATION #5	336.8	gallons	UNLEADED	@	2.630	\$	885.78
FIRE STATION #5	313.5	gallons	DIESEL	@	2.490	\$	780.62
FIRE STATION #6	351.1	gallons	UNLEADED	@	2.630	\$	923.39
FIRE STATION #6	260.5	gallons	DIESEL	@	2.500	\$	651.25
BULK TANKS	1,200.0	gallons	DIESEL	@	2.430	\$	2,916.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	5,036.1	\$ 12,994.67
DIESEL	7,624.9	\$ 18,726.60

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**PUBLIC WORKS FLEET DIVISION  
PM COMPLIANCE REPORT**

**June FYE 2024**

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

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	Year To Date Non-Compliance Trend
<b>CITY CLERK</b>						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	100%
<b>MUNICIPAL COURT</b>						
MUNICIPAL COURT					0%	50%
<b>INFORMATION TECHNOLOGY</b>						
INFORMATION TECHNOLOGY					0%	3%
<b>HUMAN RESOURCES</b>						
HUMAN RESOURCES					0%	0%
<b>PLANNING</b>						
PLANNING	2	2			0%	95%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	3	2		1	33%	91%
<b>PUBLIC WORKS</b>						
ENGINEERING	2	2			0%	76%
STREETS	11	11			0%	89%
STORMWATER	7	7			0%	83%
TRAFFIC	6	4	1		0%	93%
STORMWATER QUALITY					0%	100%
FLEET	16	16			0%	83%
TRANSIT					0%	0%
<b>POLICE</b>						
ANIMAL CONTROL	5		4	5	100%	78%
POLICE ADMINISTRATION	2	1	1	1	50%	77%
POLICE STAFF SERVICES					0%	81%
POLICE CRIMINAL INVESTIGATIONS	4	3		1	25%	98%
POLICE PATROL	26	23	2	3	12%	36%
POLICE SPECIAL INVESTIGATIONS	5	4		1	20%	76%
POLICE EMERGENCY COMMUNICATIONS					0%	100%
<b>FIRE</b>						
FIRE ADMINISTRATION	1	1			0%	50%
FIRE TRAINING					0%	129%
FIRE PREVENTION	4	1	1	2	50%	58%
FIRE SUPPRESSION	4	4			0%	88%
FIRE DISASTER PREPAREDNESS	2	2			0%	86%
<b>PARKS &amp; RECREATION</b>						
PARK MAINTENANCE	20	17	3	1	5%	85%
PARKS & RECREATION					0%	100%
CUSTODIAL					0%	100%
FACILITY MAINTENANCE	8	7		1	13%	54%
PARKS FORESTRY					0%	100%
<b>PUBLIC SAFETY SALES TAX (PSST)</b>						
PSST POLICE PATROL	5	5			0%	90%
PSST POLICE CRIMINAL INVESTIGATIONS	2	2			0%	63%
PSST FIRE SUPPRESSION					0%	100%
<b>CDBG</b>						
PLANNING CDBG					0%	0%
<b>UTILITIES WATER</b>						
UTILITIES ADMINISTRATION	2	1	1	1	50%	80%
WATER TREATMENT PLANT					0%	114%
WATER PLANT					0%	50%
WATER PLANT WELLS	2	2			0%	80%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	100%
WATER LINE MAINTENANCE	8	4	3	3	38%	97%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
<b>UTILITIES WRF</b>						
WRF ADMIN					0%	100%
WRF INDUSTRIAL					0%	100%
WRF BIOSOLIDS	1	1			0%	92%
WRF OPERATIONS					0%	92%
SEWER LINE MAINTENANCE	9	8	1	1	11%	96%
<b>UTILITIES SANITATION</b>						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	18	13	5	1	6%	80%
SANITATION COMMERCIAL	6	6			0%	83%
SANITATION TRANSFER	3	3			0%	95%
SANITATION COMPOST	1		1		0%	100%
SANITATION RECYCLE	1	1			0%	93%
SANITATION YARD WASTE	3	1		2	67%	74%
<b>UTILITIES EVIROMENTAL</b>						
ENVIRONMENTAL & SUSTAINABILITY					0%	0%
CITYWIDE TOTAL	189	154	23	24	13%	65%

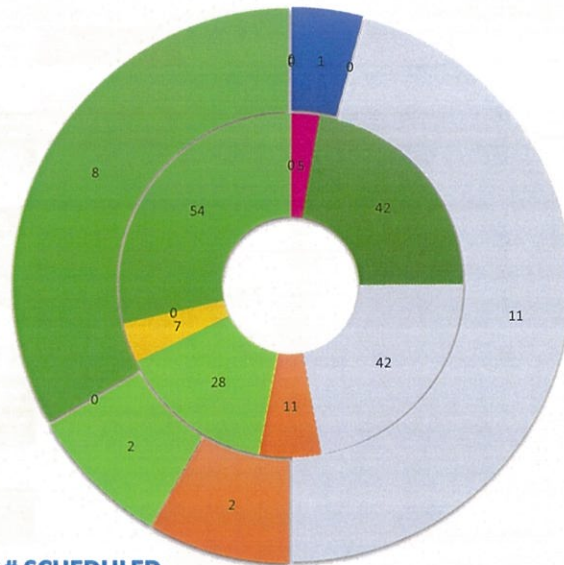


**PUBLIC WORKS FLEET DIVISION  
PM COMPLIANCE REPORT  
June FYE 2024**

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>Parks</b>										
230613	2023 Ford Van	Facility Maintenance	4172	4000	-172	Miles	6/7/2024	Light Repair	PM-C	3/24/2023
<b>Police</b>										
1175	2020 Chevy Tahoe	PD Patrol	42265	40411	-1854	Miles	6/7/2024	Light Repair	PM-C	2/23/2024
986T	2000 Don's Equipment Trailer	Animal Control	62021	61276	-745	Days	5/20/2024	Light Repair	PM-C	10/25/2023
1064	2017 Dodge Durango	Special Investigations	55824	56010	186	Miles	6/21/2024	Light Repair	PM-C	3/21/2023
1069	2007 Honda Ridgeline	Special Investigations	161938	164588	2650	Miles	6/24/2024	Light Repair	PM-C	2/27/2023
1065	2020 Dodge Durango	Criminal Investigations	35875	35154	-721	Miles	6/25/2024	Light Repair	PM-C	12/28/2023
1107	2009 Ford Crown Vic	PD Patrol	95735	97379	1644	Miles	5/28/2024	Light Repair	PM-C	5/31/2023
<b>Fire</b>										
0001	2018 Ford F150	Fire Prevention	76162	63934	-12228	Miles	4/22/2024	Light Repair	PM-N	10/4/2024
<b>Utilities</b>										
381T	2018 Big Tex Trailer	SewerLine Maintenance	7/1/2024	6/10/2024	-21	Days	6/7/2024	Light Repair	PM-A	6/10/2023
0253	2014 Peterbilt 365	Sanitation Yard Waste	12761	12463	-298	Miles	6/12/2024	Heavy Repair	PM-C & PM-T	6/28/2023
0062	2018 Ford F150	WaterLine Maintenance	49831	49788	-43	Miles	6/28/2024	Light Repair	PM-C & PM-G	12/29/2023

**PM Compliance Report June  
FYE 2024**



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

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

Department	Scheduled	Missed/Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	5	1	20.0%
Public Works	42	0	0.0%
Police	42	11	26.2%
Fire	11	2	18.2%
Parks & Rec.	28	2	7.1%
PSST	7	0	0.0%
CDBG	0	0	0.0%
Utilities	54	8	14.8%
<b>Citywide Total</b>	<b>189</b>	<b>24</b>	<b>12.7%</b>

**PUBLIC WORKS  
FLEET DIVISION**  
Technician Productivity  
Report

**FYE 2024**

June 2024

	MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
			GOAL	ACTUAL	ACTUAL	DIFFERENCE
	497	120.07	72%	84.3%	12.3%	
	642	120.59	72%	84.4%	12.4%	
	1554	112.09	72%	82.9%	10.9%	
	1676	117.92	72%	86.9%	14.9%	
	2098	122.99	72%	85.4%	13.4%	
	2300	110.15	72%	87.5%	15.5%	
	2495	125.04	72%	72.5%	0.5%	
	2745	123.02	72%	92.7%	20.7%	
	3001	114.70	72%	84.3%	12.3%	
	3134	0.00	72%	#DIV/0!	#DIV/0!	
	3151	130.55	72%	81.0%	9.0%	
	3167	81.81	72%	82.3%	10.3%	
	3487	106.59	72%	83.8%	11.8%	
	3502	79.75	72%	82.5%	10.5%	
	3572	136.41	72%	91.0%	19.0%	
	3800	120.39	72%	82.2%	10.2%	
	3843	136.23	72%	85.2%	13.2%	
	3968	144.55	72%	90.1%	18.1%	
	4033	120.76	72%	85.5%	13.5%	
<b>DIRECT LABOR HOURS</b>						
		2123.61				
<b>TOTAL AVAILABLE HOURS</b>						
		2509.79				
<b>PRODUCTIVITY GOAL</b>						
		72.0%				
<b>ACTUAL PRODUCTIVITY</b>						
		84.6%				

**DIRECT LABOR HOURS**

**TOTAL AVAILABLE HOURS**

**PRODUCTIVITY GOAL**

**ACTUAL PRODUCTIVITY**

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

	PROJECTED GOAL	THIS MONTH			YEAR TO DATE			
		Percentage Met	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
<b>JUNE 2024</b>								
Provide initial response to citizen inquiries within 2 days	100%	103	103	103	100%	1082	1082	100%
Provide information requested by citizens within 7 days	95%	103	103	103	100%	1076	1076	100%
Complete traffic engineering studies within 45 days.	99%	0	0	0	100%	34	35	103%
Review subdivision plans, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	30	30	30	100%	283	283	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		58	72.5	72.5	1.25	1303	494.25	0.38
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Total Installations	Average	Crew Work Days	Total Installations	Average
		0.75	6	6	8.00	25.24	203	9.94
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		14	14	14	100%	175	175	100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		14	14	14	100%	208	208	100%
Response to reports of sign damage:	Percentage							
<b>High Priority</b> Stop or Yield Signs within one hour	99%	10	10	10	100%	139	139	100%
<b>Lower Priority</b> all other signs within one day	90%	45	45	45	100%	558	558	100%
<b>Street Name Signs</b> within two weeks	90%	28	28	28	100%	314	314	100%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		2816	0	0	0.00	37384	0	0.00

**UTILITIES**

**13**

## Monthly Report

June 2024

### **LINE MAINTENANCE:**

#### Waterline Capital Projects

- Beaumont Drive – 100%
- 1357 12<sup>th</sup> NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%
- Page Street – 100%
- Crail Drive – 0% Hold – Pending Lead Survey

Staff has completed the Crest Court project. Staff has completed the 12<sup>th</sup> AVE NE project. Staff has completed the Beaumont project. Staff has completed the Page Street project. Crail Project materials have been ordered – project on hold pending lead surveys. Ashton Grove project generator was installed and project closed out. Sutton Place project generator was installed pending scada completion.

#### Water Line Breaks Total – 5 in June

Water Lines Hit by Contractors – 6 (3-3/4", 2-1", 1-8")

#### Sewer Line Data

- Total obstruction service requests - 18
  - Private Plumbing: 17
  - City Infrastructure: 1
  - Sanitary Sewer Overflows: 0 on private side, 0 on city side

#### Lift Station D Flows:

- Days - 30
- Average daily flow: 1.395 MGD
- Total Monthly flow: 41.85 MG

### **UTILITIES ENGINEERING:**

Line Maintenance Building (WA0329/WW0329): 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. Line Maintenance staff officially moved into the new building on January 4, 2024. A meeting was held on January 11, 2024 to discuss repairs and design changes to the road as a lot of the drainage is not being captured by the stormwater controls. These repairs have been completed and will be paid from the ECOC project. A grand opening was held for the facility on January 29, 2024. Contractors have fixed some punchlist items (addition of manual damper for laundry room and replacement of some panels), but not all items. Those that haven't been fixed are the overhead door issues, drainage, and bracing for soffit trim. We recently received information back from Wallace

regarding options for the concrete walkway/drainage between the Admin and Water Building, but have not made a decision on how to fix the issue. Staff is still holding the rest of their retainage.

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 work was determined to be more than the original contract so Contract Amendment No. 1 was approved to allow for completion of the project. Meshek's work has progressed through Areas 1 – 3 and they are working through Area 4.

AIM Water and Wastewater Master Planning Effort: In combination with the overall comprehensive land use plan, Water and Wastewater master planning efforts are being done to evaluate the current infrastructure, provide input on future development locations, and determine infrastructure needed to support the selected land use alternative(s). RDG, with Garver performing the engineering for water and wastewater efforts, was selected as the consultant for the project. Contract K-2324-46 was awarded to RDG (with Garver as a subconsultant) in July 2023. Initial work has begun by Garver and the first Water and Wastewater Subcommittee meeting was held.

Tangentially, staff worked with Garver and RJN to complete the wastewater collection system flow monitoring necessary for proper calibration of the wastewater model being developed and updated by Garver. The Water/Wastewater Subcommittee met April 12, 2024 and had John Harrington of ACOG as a speaker regarding groundwater. The subcommittee met May 14, 2024 at COMCD to learn more about the lake. The next meeting is scheduled for July 12, 2024.

## **WASTEWATER PROJECTS:**

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which 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. For the rest of 2023, Garver convened regular meetings with ODEQ to review the draft report findings and conclusions in detail, and on March 18, 2023, ODEQ issued a letter of "support" for the results of the pilot study. As per their Contract, Garver has now submitted the report to a team of independent industry experts who will review and also approve the report's conclusions, at which point, the report will be considered final. This review is expected to require several more months.

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 received by City of Norman.

In 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 through 2024 for research and investigations, and grant 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. The project was officially kicked off in early November 2021, and work (research and data gathering) is ongoing. A workshop to review alternatives and select the best has been tentatively scheduled for August 2024. If funding beyond fiscal year 2024 (which ends on September 30, 2024) is authorized, design and construction of a pilot constructed wetland may occur starting in October 2024 and continuing through the remainder of fiscal year 2025 (i.e. through September 30, 2025).

In April 2022, NUA learned that a third grant from BOR associated with possible IPR 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 and 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. During the remainder of 2023 and continuing into the Spring of 2024, Garver and their subconsultants completed research and created the PLOT, and, on June 11, 2024, they convened a workshop presenting the preliminary conclusions. Based on the workshop, Norman requested that additional information and analysis be provided to clarify some minor questions before a final report is issued. Garver should address these issues and furnish a final report on or about August 30, 2024.

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 were 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 for FYE September 30, 2024 in the amount of \$5,000,000.00 for this project. However, because the Federal Budget for FY 2024 is not yet approved, funds for the grant have not been earmarked and EPA has not allocated them, and there is no certainty on when or if these funds

will be approved. Because of the critical nature of this project and based on conversations with EPA and with grant experts at Garver, it has been determined that the best course of action for Norman Utilities Authority is to bid the project now and include all requirements for EPA Community Grant projects in the bidding documents. EPA has advised that, as long as the contract meets their requirements for the grant, we can apply for the funds at whatever time in the future they are officially allocated. EPA should then be able to approve "after the fact" and Norman Utilities can seek reimbursement for funds already spent at that point.

Based on further discussions, an additional concern arose based on the fact that until funding is approved by Congress, exact details of grant requirements will remain uncertain. Garver advised and EPA Community Grant staff affirmed that, for grants issued up to and including Fiscal Year 2024, if project is receiving funding via another Federal Program and project meets requirements of that program, EPA Community Grants will approve project on that basis. As a result, NUA has applied for and received a Clean Water State Revolving Fund (CWSRF) loan from Oklahoma Water Resources Board (OWRB). The loan request was worded to also cover other planned projects at the WRF so, assuming EPA Community Grant is eventually made, the CWSRF loan funds will be directed to those other projects as well. OWRB has advised that, as with the EPA Community Grant, the project could start before the loan was granted. Then, once approved, NUA could immediately start seeking reimbursement for all work completed on the project prior to loan approval. It should also be noted that the use of CWSRF loans for upcoming capital projects at the WRF was recommended by the Raftelis report for upcoming wastewater capital spending.

Based on the above-described EPA Community Grant and CWSRF loan processes and timing and the critical nature of this project, NUA chose to proceed with bidding and obtain reimbursement from EPA and/or CWSRF when those financial instruments were approved. As a result, project was advertised on August 30, 2023 and bids were opened on Thursday, October 19, 2023. Crossland Heavy Contractors were deemed the lowest and best Bidder with a base bid in the amount of \$3,320,000, and Contract was awarded at the November 28, 2023 Council Meeting. Pre-Work Meeting convened in December 2023. Notice to Proceed was issued in January 2024, and shop drawing review and procurement processes are ongoing. Based on current lead times for dewatering equipment, construction should be complete in July 2025.

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of \$5,000,000 had been officially authorized and funded. However, the grant included a strict Buy America Build America (BABA) clause while the project bidding documents and thus the resultant contract with Crossland Heavy Contractors did not include this requirement. Between April and June 2024, NUA convened numerous meetings with EPA and Garver to determine the appropriate path forward that would allow NUA to accept this grant. Based on EPA input, NUA is pursuing two parallel paths to achieve this goal: (1). Obtain a waiver from EPA from the BABA requirement for this project; or (2). Obtain approval of a "Technical Correction" from EPA that will allow some or all funding from the grant to be expended on two other critical projects at the WRF. These two paths are not mutually exclusive so, if both are achieved, excess grant funding over the cost of this project will be allocated to the other projects. If latter is achieved but not the former, all funding would go to those other projects and a combination of internally-generated funds and CWSRF loan funds will be used to fund this project. In either case, work on this project will continue to proceed as described by the milestone dates below.

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 elected 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 FYE26. Assuming the project is not deferred again, bidding documents will be finalized in time to advertise in May 2025. Bids would then be opened in June 2025, and Contracts Awarded at the first Council Meeting in July 2025. Construction would then take one calendar year to June 2026.

As noted in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA recently received an EPA Community Grant in the amount of \$5,000,000 and is currently seeking both a waiver so grant could still be used for that project and a "Technical Change" that would allow grant funding to be used for additional projects at the WRF, including this one. If either (or both) are approved, it could free up funding to be used for this project sooner than July 2025, and, based on expected date for EPA's decisions, this could happen as soon as late July 2024. For now, the milestone dates shown below assume construction contract award in July 2025. If/when funding is made available for this project at an earlier date, the milestone dates will be updated.

Engineer: Greely and Hansen LLC (Ana Stagg)

WRF Digester #3 Roof Replacement (WW0336): The existing roof for Digester 3 has reached the end of its useful life and has experienced high rates of failure that warrant a project to upgrade the existing facility. Funding in FYE 24 is for an evaluation of Digester 3 and the roof. Future funding will be used to upgrade and rehabilitate the digester to extend the useful life of the asset. The operating impact of this project is that a full rehabilitation or replacement of the digester roof will more efficiently use funds rather than reactively repairing the roof when it fails.

As of May 2024, there will no longer be an exterior plate of metal welded over the leak in the roof of the digester due to safety concerns with respect to the gases escaping the leak. Garver, a consulting engineering firm, is preparing a work order for the internal assessment of the digester.

As of June 2024, contractors are arriving onsite in July to cleanout another digester per an existing agreement and will assess costs for a cleanout of Digester #3 and provide a quote while they are onsite. Garver will still provide a work order for the internal assessment, and are currently working on how they would approach the internal assessment.

Engineer: Garver – On-Call services

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. The pipe has been completely installed and is currently in service. Final acceptance occurred on January 23, 2024. This will be the final report for this item.

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 completed review of plans and final plans. Line Maintenance staff requested 4 small areas be added to the scope of work. Final plans including additional areas were completed. As of July 11, 2024, contract documents and sheets are being compiled for bidding.

Engineer: Staff with assistance from Lemke Surveying

Sewer Maintenance Project FYE19 (WW0321): In 2001, the citizens of Norman approved a five-dollar per month sewer maintenance fee to provide for the systematic replacement of aged and deteriorating neighborhood sewer lines. The FYE 2019 study area is generally bounded by Lindsey Street and Timberdell Road and 24th Avenue SW and South Berry Road. Project will replace approximately 31,000 LF of 8" and 12" sanitary sewer lines using pipe-bursting techniques, and rehabilitate an additional 1,000 LF of 8" sanitary sewer lines using cast-in-place pipe lining techniques along with rehabilitation or replacement of 160 manholes and 610 services.

On November 30, 2021, City Council approved the use of on-call Contracts of Parkhill and Lemke Land Surveying to prepare bidding documents for this project. During May 2023, a preliminary set of plans was submitted for City of Norman review and a review meeting convened and in July 2023, 95% plans were submitted and a review meeting convened. Final Plans and Bidding Documents were completed and project was advertised on September 14, 2023. Bids were opened on October 5, 2023, and Krapff-Reynolds Construction Co. (KRCC) has been deemed the lowest and best bidder with a base bid plus bid alternate cost of \$5,468,900.50. City Council approved Contract Award on

November 14, 2023. A Pre-Work Meeting convened in January 2024. After an extended procurement process, KRCC mobilized to the project in late March 2024, and sanitary sewer replacement and manhole rehabilitation is ongoing. As of the end of June 2024, the Work is nearly 20% complete and remains generally on schedule for completion in the Summer of 2025.

Engineer: Parkhill

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

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

Water Reclamation Facility (WRF) PFAS and Microplastics Fate and Transport: New regulations for PFAS are being promulgated by the EPA for drinking water but future regulations for wastewater effluent and biosolids are envisioned as well. To get information ahead of future rules for wastewater, this project will sample for PFAS and microplastics at locations throughout the WRF to determine levels through each process, PFAS formation or removal, and percentages of materials within liquid effluent or biosolids. Funding for this work will be from a loan from the Oklahoma Water Resources Board with 100 percent loan forgiveness (i.e., no ratepayer funds to be used). Staff finalized scope and contract with Garver and NUA approved contract June 25, 2024. A kickoff meeting is scheduled for July 11, 2024.

Engineer: Garver (Bryce Callies)

Ashton Grove Lift Station Basin Study (WW0341): On April 9, 2024, the Norman Utilities Authority approved Contract K-2324-168 with Dukes Root Control, Inc. for \$118,794.72 to assess sewer line conditions in the Ashton Grove Lift Station Basin, located east of 48th Avenue NW and south of West Rock Creek Road. The study includes several forms of assessment, including utilizing a sewer line rapid assessment tool (SLRAT) for line assessment, manhole inspections, and flow tracking using 36 iTrackers to be placed in manholes throughout the project area. All assessments and field work completed in May 2024. During the 60-day iTracker period, the City has experienced several heavy rainfall events and will only need a 60-day period for the study instead of a 90-day period to gather sufficient inflow data.

60-day iTracker period ends July 15. During the week of July 15<sup>th</sup>, Duke's staff will begin pulling the iTrackers and preparing the report.

Water Reclamation Facility (WRF) Aeration Blower Replacements: The WRF has been in need of replacing two turbo blowers and outdated centrifugal blowers that supply the aeration basin with air for multiple years. The current turbo blowers have significant issues operating during the hottest portion of the year, and their replacements are already on-site. It is expected for the winning contractor to quickly install the new turbo blowers, but it could take upwards of a year or more to procure the other centrifugal blowers being replaced. This project also includes intake improvements for the turbo blowers and point repairs for leaks along the aeration main. Garver is the consultant on this project, and as of May 30 2024 bid opening, Crossland Heavy submitted the lowest bid, but bid award is still pending review.

In June 2024, EPA funding was authorized for this project. The authorization of the funding source is significant as this project must now meet all of the EPA requirements for funding. The project was bid with anticipation of using these funds, and now that funding is secured the project may proceed as anticipated.

Engineer: Garver (Michael Nguyen)

## **WATER PROJECTS:**

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

## 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 completing 90% plans and incorporation of some additional design elements following the public meeting held in December. Architects are working on getting renderings from the street view and nearby properties to show a more accurate depiction of what nearby homeowners would see when the berms are added around the facility. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. Engineers came by this month to take a look at the sludge residual material and the location of the existing berms that were created using the residuals. They think it would work for the GW Blending Site berms but are wanting additional testing done. Renderings are scheduled to be received by the end of this week.

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 has still not been determined. This funding will determine when the waterline project needs to begin and end. The waterline will need to be completed before the roadway work begins. Final design is expected to be complete July 2024.

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. Staff was notified by Public Works that their contractors will be at Porter and Himes this month and they were wanting our bends installed before they get there. A field meeting was held on November 28, 2023 and contractors started excavating the waterline on December 4, 2023. A conversation was held as to what kind of replacement Public Works would want from us since they'll be coming back and milling and laying asphalt in addition to addition of a new storm sewer. Staff and contractors had a field meeting on December 5, 2023 and it was determined that our waterline is actually deep enough that bends will not be necessary, even though the Engineer drew the asbuilts showing out waterline going through the future stormwater pipe. Our contractors were instructed that the bends will not be needed and are installing full depth asphalt for most of the area per Public Works instruction. Staff is waiting on the invoice from the contractors for work they did excavating and refilling the trench for the bends that were ultimately not installed. Once an invoice is received, staff will close out the project.

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 re-painting 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. A contract with Cimarron Construction Co. was approved by City Council on August 8, 2023. A pre-construction meeting was held on August 29, 2023. All punch list items have been completed at the apartment complex. Contractors have pulled off for another project but will be back in May to start work on the Southlake addition. Staff is still working on getting easements acquired from the Cervi properties nearby the Southlake addition.

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

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

In March 2020, 2021, 2022, and 2023, Phase II was delayed until the following Spring each year. Phase II was advertised on March 7, 2024 and bids were opened on March 28, 2024. Southwest Water Works (SWWW) of Oklahoma City, Oklahoma was the apparent low bidder with a base bid of \$3,250,256. City Council authorized Contract Award on April 9, 2024, and immediately after Contract Award, Notice to Proceed with shop drawings and material procurement was issued. As per Contract, Notice to Proceed with Construction was issued on May 13, 2024 (Monday after OU's Spring 2024 Graduation Weekend), and work commenced immediately. By the end of June 2024, Work was approximately 60% complete including all work on Elm Street and College Avenue, which have been reopened to unrestricted traffic, and is generally on schedule to be complete by the Contract Completion Date of August 4, 2024, which is the day before the official start of OU sorority and fraternity rush for the Fall 2024 semester.

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 within a few weeks. 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 December 2023 and the Amendment submitted for City Council approval in January 2024.

Assuming project is not deferred, 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 continue into Summer 2024 with Bidding and Contract Award to follow in Fall 2024. Construction would then continue until late Summer 2025.

Engineer: Jacobs Engineering (Arun Srinivasan)

Robinson Water Tower Resurfacing (WA0382), Lindsey Water Tower Resurfacing or Demolition (WA0182), and Non-Potable Water Expansion Study: Lindsey Tower was decommissioned approximately 10 years ago because it is not tall enough to act as viable potable water system storage at current system operating pressures. However, before receiving bids to demolish the tank, 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 has decided to 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 scope and fee proposal 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 this new non-potable water 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, and on September 29, 2023, a draft report was submitted for City of Norman review. During the fall of 2024, there were multiple meetings and conference calls between Plummer and NUA to clarify details of report. Final conclusion was that neither the repurposing of Lindsey Tower for a future Non-Potable Recycled Water System nor returning Lindsey Tower to service as potable water storage were financially viable. As a result, the only option left to NUA was the demolition of Lindsey Tower. .

The conclusions of Plummer's report were presented to City Council in the March 12, 2024 Conference Meeting. In response, City Council indicated that, because of its visibility and proximity to OU's stadium, the tower may have value to the City as a landmark with City of Norman logo (and possibly an OU logo paid for by OU). For this reason, City Council indicated that, depending on costs and possible contributions by others, they may be interested in City of Norman taking possession of Lindsey Tower and using General Funds (and other contributions) to paint just the exterior of the tank so it could serve as a landmark. After further discussion, NUA noted that, unrelated to Lindsey Water Tower, funding has been budgeted in FY 2025 for Project WA0382, Robinson Tower Resurfacing. Consequently, NUA could prepare a



single bid package that would include both Robinson Tower Resurfacing and two alternates for Lindsey Tower: (1). Demolition of Lindsey Tower; and (2). Resurfacing of Exterior of Lindsey Tower (so it could serve as a landmark). By combining the work on two water towers, NUA could expect to receive the most competitive bids. After bids are received, City Council could determine, based on actual costs, if they want to proceed with funding the exterior resurfacing of Lindsey Tower from the General Fund with a contribution from NUA equal to the cost of the demolition alternative or if they will simply direct NUA to accept the demolition alternative and demolish Lindsey Tower. City Council directed that NUA proceed with this option. Based on this direction, a contract was negotiated with Coastal Windforce, Inc. (formerly Dunham Engineering) to prepare a single set of Bidding Documents covering Robinson Tower Resurfacing and the two alternates for Lindsey Tower (Demolition or Exterior Resurfacing Only) and to perform construction administration and management services for the Work at both towers, and Engineering Contract No. K-2324-169 was approved at the May 14, 2024 City Council Meeting.

On March 21, 2024, the combined bid package for Robinson Tower Resurfacing and the two alternates for Lindsey Tower were advertised. These bids were opened on April 18, 2024. The actual costs for the two alternatives were presented to City Council at the April 23, 2024 Conference Meeting. During that meeting, City Council deferred a decision until they could further investigate options and implications for funding the alternative to preserve Lindsey Tower. In mid-May, NUA was directed to proceed with the resurfacing of Robinson Tower, but to defer any work on Lindsey Tower for at least 6 months to allow for further time to investigate possible funding sources to preserve it. NUA determined that most sensible path forward entailed awarding a contract to the lowest and best bidder, G&L Tank Sandblasting & Painting of Shelbyville, Tennessee (G&L), for the combined Robinson Tower Resurfacing/Lindsey Tower Demolition alternate with added contract language requiring G&L to defer demolition of Lindsey Tower for a minimum of 6 months after Contract Award. If at the end of the 6-month deferral, City Council decides to proceed with preservation of Lindsey Tower or if they wish to further defer their decision, the demolition portion of the Contract would be deleted by Change Order. Then, once a final decision is made, either the demolition or rehabilitation of Lindsey Tower would be rebid.

On May 28, 2024, City Council approved award of Contract K-2324-143 in the amount of \$816,200.00 (\$504,200.00 for the resurfacing of Robinson Tower and \$312,000.00 for the demolition of Lindsey Tower). As noted above, the awarded Contract included a requirement that demolition of Lindsey Tower be deferred a minimum of 6 months with the understanding that, at the end of that time, City of Norman will decide to either proceed with the demolition or delete that work in its entirety from the Contract.

NUA has determined that they can accommodate removing Robinson Tower from service during the summer months so Notice to Proceed with resurfacing of Robinson Tower could be issued at any time. However, as of the end of June 2024, G&L was not yet ready to mobilize to complete the project. Mobilization is tentatively scheduled for August 2024, which would allow for completion of the work by September 2024.

Engineer: Dunham Engineering for Lindsey Tower (Joe Seiter) and Plummer (Jonathan McCarthy) 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 were 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. A waiver from the BOR was received and the project is now moving forward with contracts awarded on April 9, 2024. The formal implementation kickoff will begin in June. Work is ongoing for the projects with material deliveries beginning and radio network work beginning at the water

towers and Lindsey monopole.

Consultant: E Source (Alyssa Pourciau)

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.

Tecumseh Water Line Replacement (WA0380): The existing 24-inch water line along Tecumseh Road is a vital component of the Norman water distribution system. The crossing of Interstate 35 is a portion that is extremely deep and is not able to be worked on by City staff due to this depth. This project will replace the pipe generally from Flood Avenue to Journey Parkway to provide more reliable and maintainable water service to the area and for transmission of water under Interstate 35. This project will also replace several ductile iron laterals along this corridor. Contract was executed on February 27, 2024. Proposed alignment was reviewed and comments sent back to Plummer in May 2024. Next steps are to meet with Public Works on the timing of Tecumseh Road Widening Project from 24<sup>th</sup> to Flood, in an effort to determine the best window to replace the waterline along that section of road.

A meeting with ODOT occurred in June 2024, with ODOT accepting the proposed alignment. The next steps in this project are to execute the alignment survey and begin geotechnical assessment of the soil near I-35.

Danfield Water Line Replacement (WA0379): This project will replace the existing 6 and 8-inch lines running along Danfield from where it intersects Brookhaven Blvd on the south the north to where it intersects the same street to the north. The existing lines are ductile iron pipe that are 40-50 years old and have experienced a significant amount of corrosion that have impacted water service to the development. The project is approximately 4,000 linear feet. The final design will also include waterline replacement of all five cul-de-sacs located in this section of Danfield. As of the first week in February, design for the Master Alignment has been completed. As of the first week in March 2024, design is underway. Design phase completion is expected in July 2024. Bidding in July 2024.

Lead Service Line Inventory and Replacement (WA0384): The recent Lead and Copper Rule Revision will require new measures for utilities to comply with the rule. Specifically included within this proposed funding are 1) Inventory of approximately 5,000 service lines, 2) Distribution of pitchers to 20,000 locations, and 3) testing of 20,000 locations resulting from any disturbance. Costs for the inventory continue until completed. Reduced costs for the pitchers and testing are proposed in later years since the Advanced Water Metering project will be completed. Line Maintenance has continued to complete service line inventories and, based on the results of the surveys and discussions with the ODEQ, the estimated number of unknowns is expected to be reduced to approximately 5,500 services.

Water Line Desktop Condition Assessment (WA0337): This contract provides for our consultant, Voda.AI, to complete a desktop condition assessment of the water lines within the distribution system. Each segment of water line within the City's database will be evaluated and scored for both likelihood and consequence of failure using information from GIS databases such as pipe age, material, soil conditions, and other factors relevant to pipe reliability. To prove their model's validity for our system, the model will be set up using historical data and the analysis will then be performed and compared against actual results for a test year.

### **SANITATION CAPITAL PROJECTS:**

SA0025 – Sanitation Cost-of-Service Study: This study will complete a financial evaluation of the Sanitation Fund. Raftelis, who has performed several financial studies for the Utilities Department, was selected to complete this work. Under this contract, Raftelis will evaluate the overall financial condition of the Sanitation fund amidst increasing costs. In summary, this study will develop a financial plan based on historical revenues and anticipated operating and capital expenditures, assess costs for service for various customer classes and services provided to sanitation customers, evaluate the current rate structure and prepare recommended modifications or increases to eliminate customer class subsidies and/or meet requirements for the financial plan; and present information to City Council. Contract was awarded by City Council on January 23, 2024. Proposal for disposal and recycling commodities were received this June which will impact the cost-of-service study. This new information, along with historical financials and volumes for disposal and recycling will be used to complete this study.

### 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 (Convergent) and low voltage (TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project. TriCore is still in the process of addressing comments as of June 30, 2024.

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. This project has been tabled due to the received cost estimate exceeding the funds allotted for the project. Sanitation would rather move forward with a longer term plan

for a new facility. This project will be removed from future monthly updates June, 2024.

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.

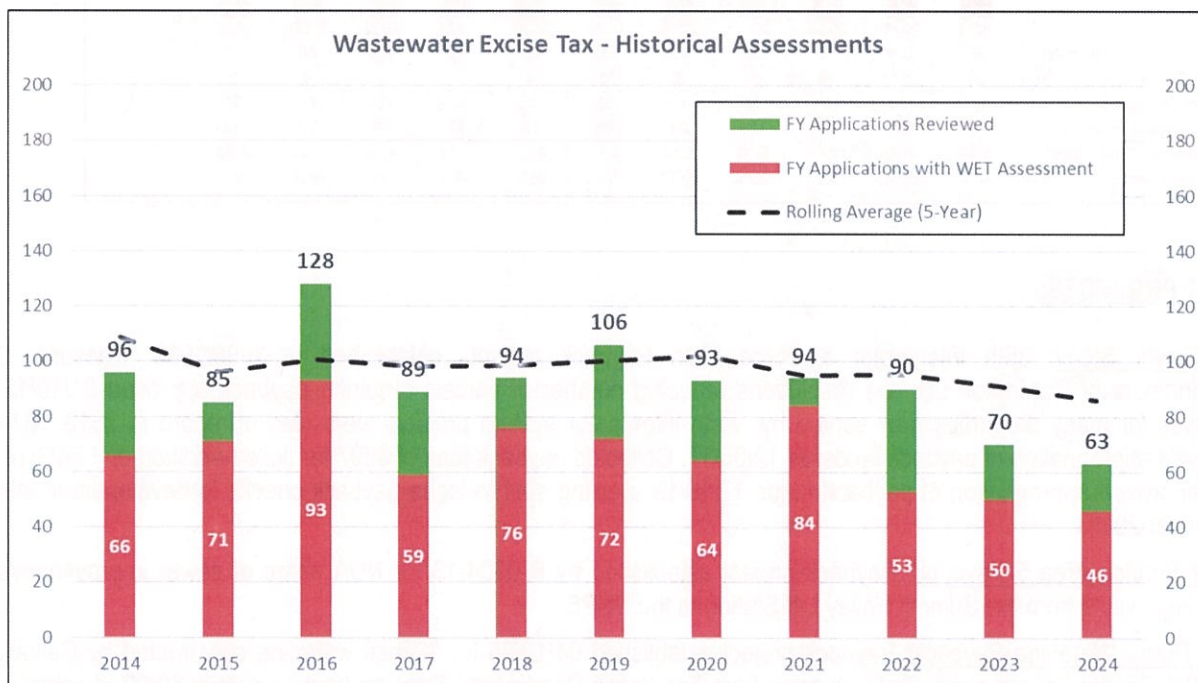
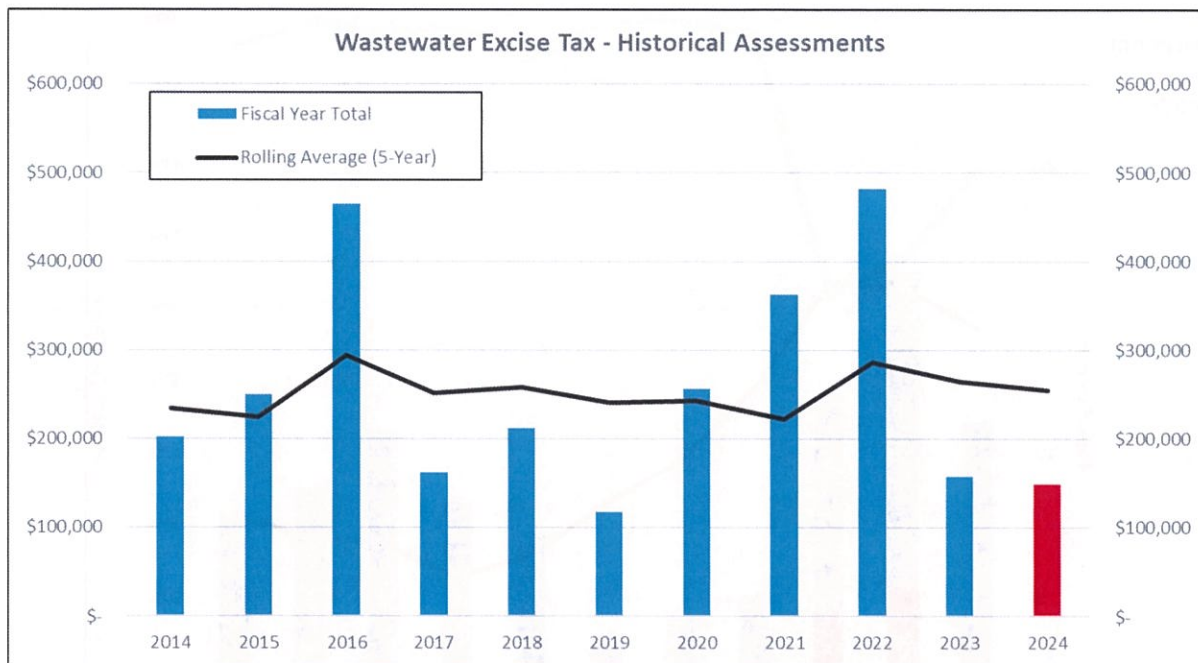
Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household 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)

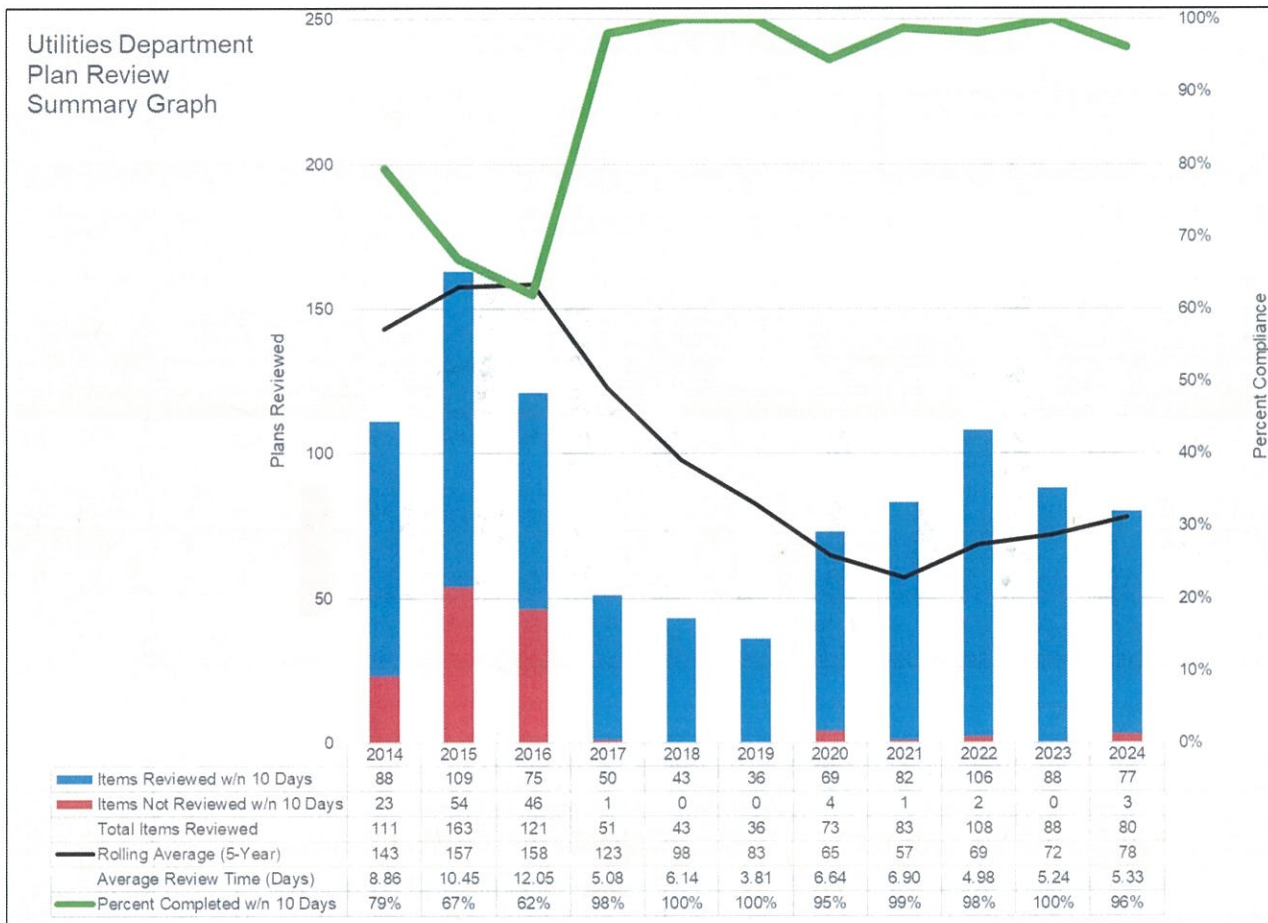
**Wastewater Excise Tax – Non-Residential:**

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on twelve commercial entities last month. Of the twelve applications, eight applications were assessed since they were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 63 commercial properties have been reviewed and a total of \$149,948.68 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed (current through date of report preparation)).



**PLAN REVIEW:**

Four plan sets were reviewed this past month. Staff has reviewed 80 plans for the current fiscal year with an average review time of 5.33 days and with 96 percent of plans reviewed within 10 days. *Graph below shows current reviews as of the date of this report.*



## 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**

Two water well permits (PRWL202402638 and PRWL202402783) were issued for June.

<b>DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY</b>	<b>June</b>
<b>2024 SUMMARY</b>	

	MONTHLY	YEAR-TO-DATE
<b>STORMWATER CONSTRUCTION SW</b>		
INSPECTIONS	80	927
ACTIVE SITES	79	965
CITATIONS	0	0
NOVS	0	0
CDOS	0	2
SWOS	0	0
ECPS	0	7

<b>STORMWATER MS4 OPERATIONS</b>		
ACTION CENTER	1	47
PWSTORMWATER	1	11
CALLS	27	121
OTHER	4	115
TOTAL INQUIRIES	33	284
OUTFALL INSPECTIONS	47	63
MCM 5 INSPECTIONS	13	160
MCM 6/P2 INSPECTIONS	3	23

<b>PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM</b>		
FOG INSPECTIONS	17	219
FOOD LICENSE APPROVAL	2	21
SIU INSPECTIONS	1	9
SIU SITES SAMPLED	0	7
TABLE II MONITORING (%)	0%	100%
TABLE III MONITORING (%)	0%	50%

<b>HOUSEHOLD HAZARDOUS WASTE</b>		
HHWF: CARS SERVED	63	673
SWAP SHOP VISITS	6	112
OIL DISPOSED	2870	28794
ANTIFREEZE DISPOSED	990	2384
TIRES DISPOSED	277	3212
HHW MATERIAL COLLECTED	3500	44035
E-WASTE: CARS SERVED	0	952
E-WASTE COLLECTED	0	57682
TOTAL CARS SERVED	63	1625
TOTAL MATERIAL COLLECTED	3500	101717

<b>REVENUE</b>		
FOG PROGRAM	\$ 502.00	\$ 34,542.00
SURCHARGE	\$ 13,287.63	\$ 93,549.17
LAB ANALYSIS RECOVERY	\$ -	\$ 146.25
IND. Dischg. Permit fee	\$ -	\$ 8,500.00
TOTAL	\$ 13,789.63	\$ 136,737.42



ACTIVITIES	
<i>ECAB</i>	
Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.	
Participated in Earth Day Festival	
Continuing meetings about MCPA	
Working on efforts to reduce contamination in recycling	
<i>DoERS</i>	
Participating in planning for SW-AWWA conference - on Transportation, Meet and greet and technical committees.	
LTWA Board Member - very active	
COSWA Board Member - very active	
OCASA Board Member - very active	
State Pretreatment Coordinators - very active	
Active member on AIM Stormwater Subcommittee and General Steering committee	
Coordinating with Ginna Dowling and Jason Wells (through P&R and NAC) to do a pollinator wrap	
Coordinating with Scouts USA to provide Scouts for events and to provide educational opportunities (including a job exploration program) for Scouts	
Phase II ESA completed by EPA contractor LEAAF on June 4-6	
On June 5, a commercial promotion event was held for the Norman Solar Initiative	
On June 8, garden maintenance and trash cleanup were performed at Eastwood Park with Sierra Club facilitated by Chao	
On June 8, Loudenback presented for the Neighborhood Alliance Saturday Sessions	
On June 11, Bishop Creek sampling was accomplished	
Loudenback met with two subcommittees of the Stormwater Committee for AIM to discuss the EDC Chapter 7000 and LID	
On June 15, Moth Night was held at Ruby Grant and facilitated by Gates	
On June 16, Bee Walk was held at Saxon Park facilitated by Loudenback	
On June 18, a tour and enviroscape demonstration was held at the WTP	
On June 20, Chao presented information about Bishop Creek Watershed to residents in partnership with Sierra Club	
On June 20, the technical committee of SW AWWA conference planning held an abstract meeting in the Dev Ctr	
On June 22, Steve Easom presented an introduction to LEAF's hives	
On June 25, members of DoERS attended the Sustainable Urban Landscape conference.	
On June 26, volunteers from the Postal Training Center prepared items for use at the 2024 Monarchs in the Park festival.	
On June 26, a non-profit promotional event for the Norman Solar Initiative was held.	

**Upcoming Events:**

July

Lakes Appreciation and Water's Worth It Month

7/21/2024 Love Your Lake Week

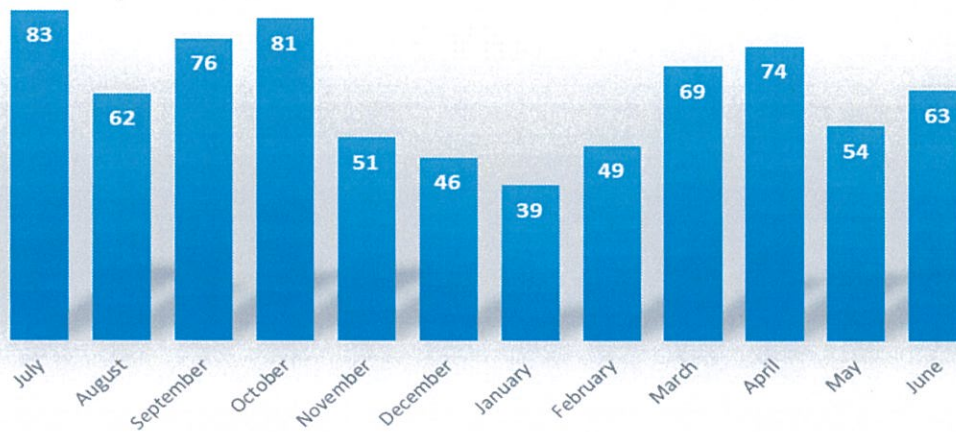
7/27/2024 Habitat and All That at The Well

7/23/2024 EPA Region VI Conf. Denton, TX.

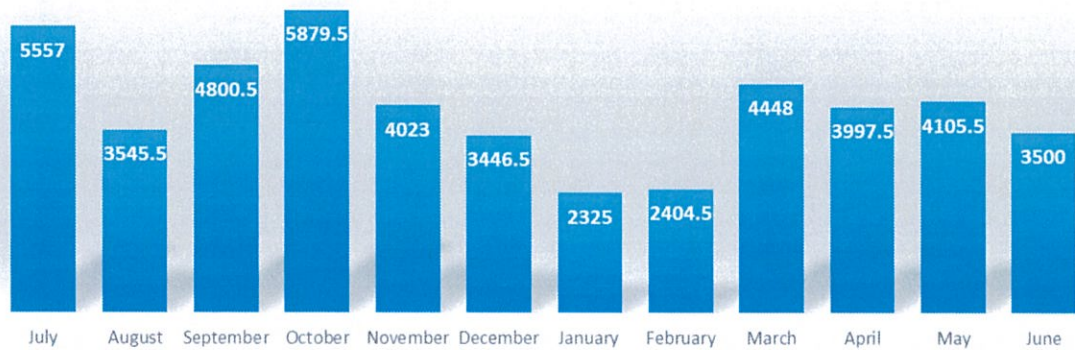
7/17/2024 OFMA SWTC

10/6/2024 Monarchs in the Park

### Number of Facility Appointments



### Amount Collected in Pounds at Facility (lbs)



**DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY ANNUAL SUMMARY**

	2023												2024					TOTAL						
	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE												
STORMWATER CONSTRUCTION SW																								
INSPECTIONS	109	107	101	94	104	88	86	86	85	53	73	80	1066											
ACTIVE SITES	100	94	94	94	87	85	0	86	80	81	80	79	960											
CITATIONS	0	0	0	0	0	0	0	0	0	0	0	0	0											
NOVS	0	0	0	0	0	0	0	0	0	0	0	0	0											
CDOS	0	0	0	1	0	0	0	0	0	0	1	0	2											
SWOS	0	0	0	0	0	0	0	0	0	0	0	0	0											
ECPS	2	0	1	1	0	0	1	0	1	2	1	0	9											

STORMWATER MS4 OPERATIONS													
ACTION CENTER	14	3	6	2	5	3	5	4	2	5	2	1	52
PWSTORMWATER	1	2	1	2	3	2	0	0	0	1	2	1	15
CALLS	14	4	9	12	3	9	12	11	8	17	12	27	138
OTHER	18	14	17	11	2	10	10	10	6	25	13	4	140
TOTAL INQUIRIES	47	23	33	27	13	24	27	25	16	48	29	33	345
OUTFALL INSPECTIONS	0	0	0	0	1	0	1	14	0	0	0	47	63
MCM 5 INSPECTIONS	63	42	42	0	0	0	0	0	0	0	0	13	160
MCM 6/P2 INSPECTIONS	0	0	0	0	10	1	0	1	0	1	8	3	24

PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM													
FOG INSPECTIONS	30	25	25	21	14	15	15	24	16	19	17	17	238
FOOD LICENSE APPROVAL	2	3	2	0	3	2	2	1	2	3	2	2	24
SIU INSPECTIONS	1	0	0	3	4	0	0	0	0	0	0	1	9
SIU SITES SAMPLED	0	0	0	0	0	0	0	2	1	0	4	0	7
TABLE II MONITORING (%)	100	100	0	0	0	0	100	100	100	100	100	100	100%
TABLE III MONITORING (%)	75	75	0	0	0	0	25	25	25	50	50	50	50%

HOUSEHOLD HAZARDOUS WASTE													
HHWF: CARS SERVED	83	62	76	81	51	46	39	49	69	74	54	63	747
SWAP SHOP VISITS	13	7	11	11	6	16	8	10	9	8	15	6	120
OIL DISPOSED	835	825	745	771	600	728	1750	6027	7077	4200	6566	2870	32994
ANTIFREEZE DISPOSED	0	100	0	100	0	114	0	540	540	531	0	990	2915
TIRES DISPOSED	434	257	139	525	125	370	32	281	408	480	364	277	3692
HHW MATERIAL COLLECTED	5557	3545.5	4800.5	5879.5	4023	3446.5	2325	2404.5	4448	3997.5	4105.5	3500	48032.5
E-WASTE: CARS SERVED	0	0	0	300	0	0	0	0	0	0	652	0	952
E-WASTE COLLECTED	0	0	0	20570	0	0	0	0	0	0	37112	0	57682
TOTAL CARS SERVED	83	62	76	381	51	46	39	49	69	74	706	63	1699
TOTAL MATERIAL COLLECTED	5557	3545.5	4800.5	26449.5	4023	3446.5	2325	2404.5	4448	3997.5	41217.5	3500	105714.5

REVENUE													
FOG PROGRAM	\$ 100.00	\$ 350.00	\$ 100.00	\$ -	\$ 100.00	\$ 450.00	\$ 16,100.00	\$ 2,400.00	\$ 7,900.00	\$ 3,270.00	\$ 3,270.00	\$ 502.00	\$ 34,542.00
SURCHARGE	\$ 9,088.88	\$ 8,377.56	\$ 9,515.54	\$ 12,430.71	\$ 8,276.05	\$ 4,517.28	\$ 5,990.52	\$ 4,416.66	\$ 4,416.66	\$ 3,106.69	\$ 10,880.49	\$ 13,287.63	\$ 94,304.67
LAB ANALYSIS RECOVERY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 146.25	\$ -	\$ -	\$ -	\$ 146.25
INDUSTRIAL DISCHARGE PERMIT	\$ -	\$ -	\$ -	\$ -	\$ 500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 8,500.00
TOTAL	\$ 9,188.88	\$ 8,727.56	\$ 9,615.54	\$ 12,430.71	\$ 8,876.05	\$ 6,467.28	\$ 23,590.52	\$ 7,816.66	\$ 13,462.91	\$ 7,876.69	\$ 15,650.49	\$ 13,789.63	\$ 137,492.92

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2024		FYE 2023	
June 2024	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	20	2	24
Property Owner Responsibility	17	235	15	248
<b>TOTAL</b>	<b>18</b>	<b>255</b>	<b>17</b>	<b>272</b>
Number of Feet of Sewer Cleaned:				
Cleaned	69,684	993,682	106,697	1,147,237
Rodded	7,539	45,084	3,803	46,317
Foamed	0	101,572	0	102,614
SL-RAT	11,802	44,678	0	0
<b>TOTAL</b>	<b>89,025</b>	<b>1,185,016</b>	<b>110,500</b>	<b>1,296,168</b>
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	1	0	6
Obstruction	0	1	0	4
Private	0	11	2	10
Other (Lift Station, Line Break, etc.)	0	0	0	1
<b>Total Overflows</b>	<b>0</b>	<b>13</b>	<b>2</b>	<b>21</b>
Feet of Sewer Lines Televised	35,493	326,463	23,892	281,354
Locates Completed	258	3,617	333	4,222
Manholes:				
Inspected	1,193	13,955	1,227	14,605
New	0	0	1	4
Raised	0	19	4	18
Repaired	0	22	0	19
Feet of Sewer Lines Replaced/Repaired	0.00	105.50	4	75
Hours Worked at Lift Station	45.33	500.43	39	756
Hours Worked for Other Departments	5.70	49.08	3.83	34.57
OJI's	0	0	0	3
Square Feet of Concrete	0	0	0	81
Average Response Time (Minutes)	21.00	26.25	25.00	26.64
Number of Claims	0.00	5.00	0.00	3.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2024		FYE 2023	
June 2024	MONTH	YTD	MONTH	YTD
<b>New Meter Sets:</b>	<b>39</b>	<b>387</b>	<b>47</b>	<b>364</b>
Number Short Sets	38	376	46	357
Number Long Sets	1	11	1	7
Average Meter Set Time	4.64	6.03	5.77	5.71
Number of Work Orders:				
Service Calls	614	5,901	307	5,605
Meter Resets	0	4	1	9
Meter Removals	2	42	2	60
Meter Changes	41	690	27	352
Locates Completed	677	5,253	493	4,900
Number of Water Main Breaks	5	143	18	212
Average Time Water Off	4.80	1.64	2.79	1.85
Number of Water Leaks	39	556	37	577
Fire Hydrants:				
New	0	0	0	5
Replaced	0	5	0	3
Maintained	37	578	41	1,068
Number of Valves Exercised	117	1,029	129	2,538
Feet of Main Construction	0	500	60	5,788
Hours of Main Construction	0	1,631	625	4,144
Meter Changeovers	0	5	26	67
OJI's	0	1	0	4
Hours Flushing/Testing New Mains	12.25	158	23	575
Hours Worked Outside of Division	0.00	0.00	0	138

City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
June 1-31, 2024

**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.)	345.9	4179.8	357.2	3949.3
Total Effluent Flow (M.G.)	336.0	3966.5	356.6	3747.0
Influent Peak Flow (MGD)	17.8	28.3	14.8	20.3
Effluent Peak Flow (MGD)	14.4	27.7	14.7	20.3
Daily Avg. Influent Flow (MGD)	11.5	11.4	11.9	10.8
Daily Avg. Effluent Flow (MGD)	11.2	10.8	11.8	10.2
Precipitation (inches)	4.0	43.5	4.2	33.9

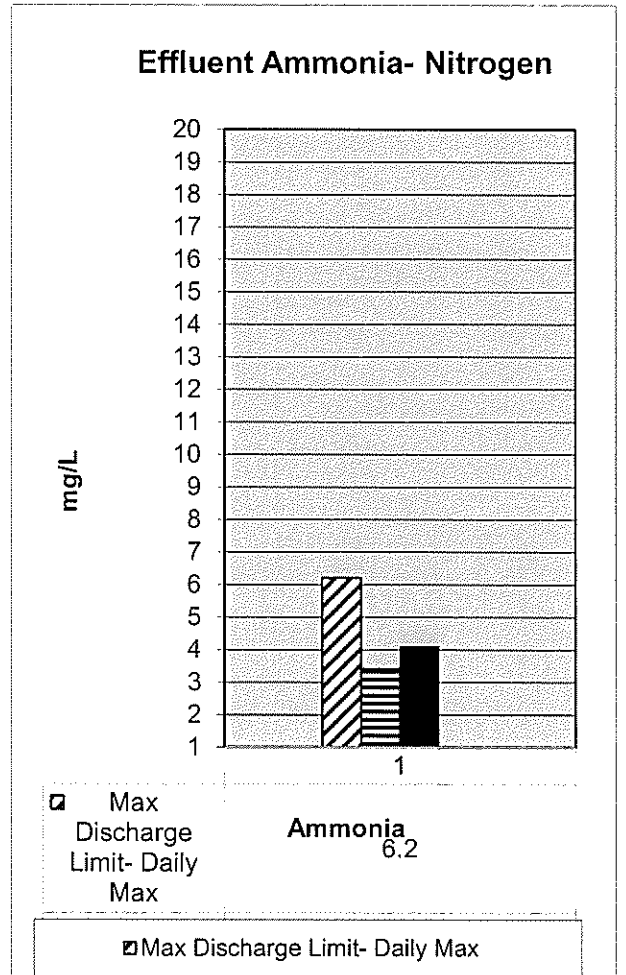
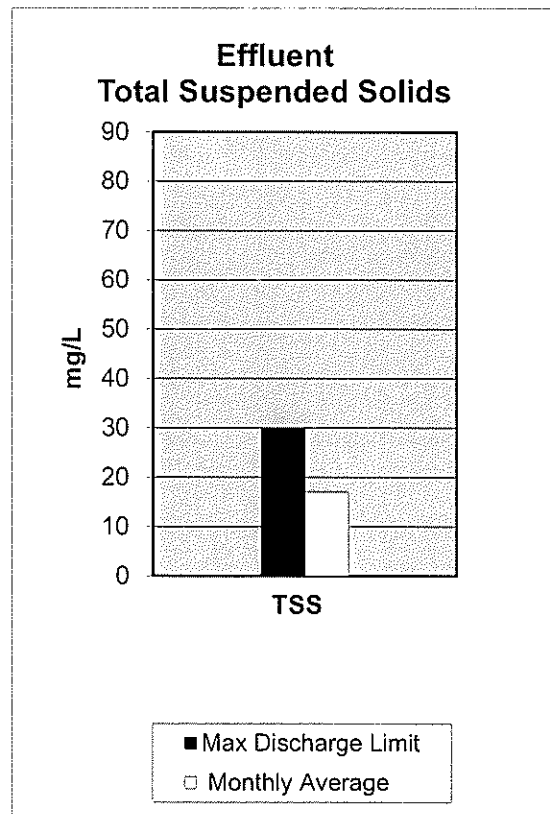
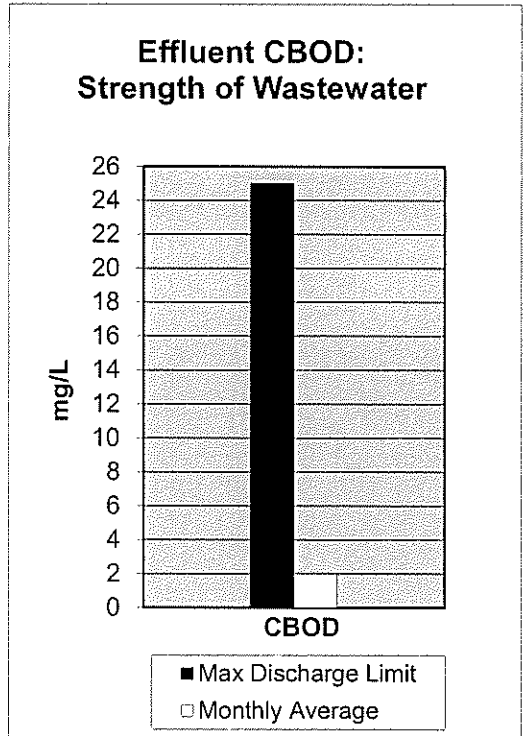
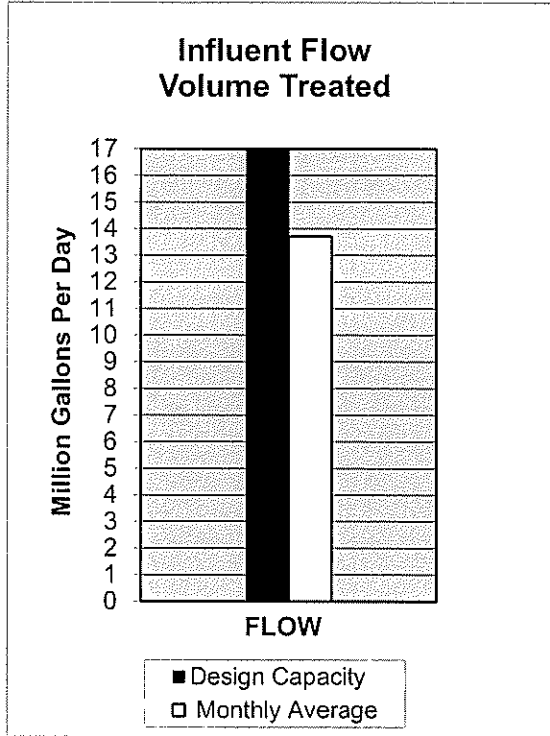
**Discharge Monitoring Report Stats**

	EPA minimum percentage removal 85%	
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	100	137
Effluent Carbonaceous Total	2	2
Percent Removal	98.0	98.5
Total Suspended Solids:		
Influent (mg/L)	204	260
Effluent (mg/L)	16.8	4
Percent Removal	91.8	98.5
Dissolved Oxygen:		
Influent (min)	1.3	0.6
Effluent (min)	8.6	7.4
pH		
Influent (Low)	6.5	6.6
(High)	7.1	7.3
Effluent (Low)	6.9	6.9
(High)	7.2	7.4
Ammonia Nitrogen		
Influent (mg/L)	28.8	28.3
Effluent (mg/L)	0.9	0.3
Percent Removal	96.9	98.9

**Utilities**

Electrical				
Total kWh Used (Plant wide)	343,880	5,144,720	380,180	5,515,200
Aeration Blowers	103,300	1,445,800	134,100	1,860,400
UV Facility	65,000	722,600	62,800	512,400
Natural Gas				
Total cubic feet/day (plant wide)	19,600	3,491,000	217,000	3,919,000
Public Education (Tours)	2	50	1	8
Total Attendees for FYE 24	252		109	
Reclaimed Water System (MG)				
OU Golf Course	9.6	95.5	4.0	64.8
E. coli average for June 2024	124 MPN (Limit is 126)			
End of Fiscal Year Totals				

**CITY OF NORMAN  
WATER RECLAMATION FACILITY  
June 2024**



Comments here

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

**WATER TREATMENT DIVISION**

**MONTH: June-2024**

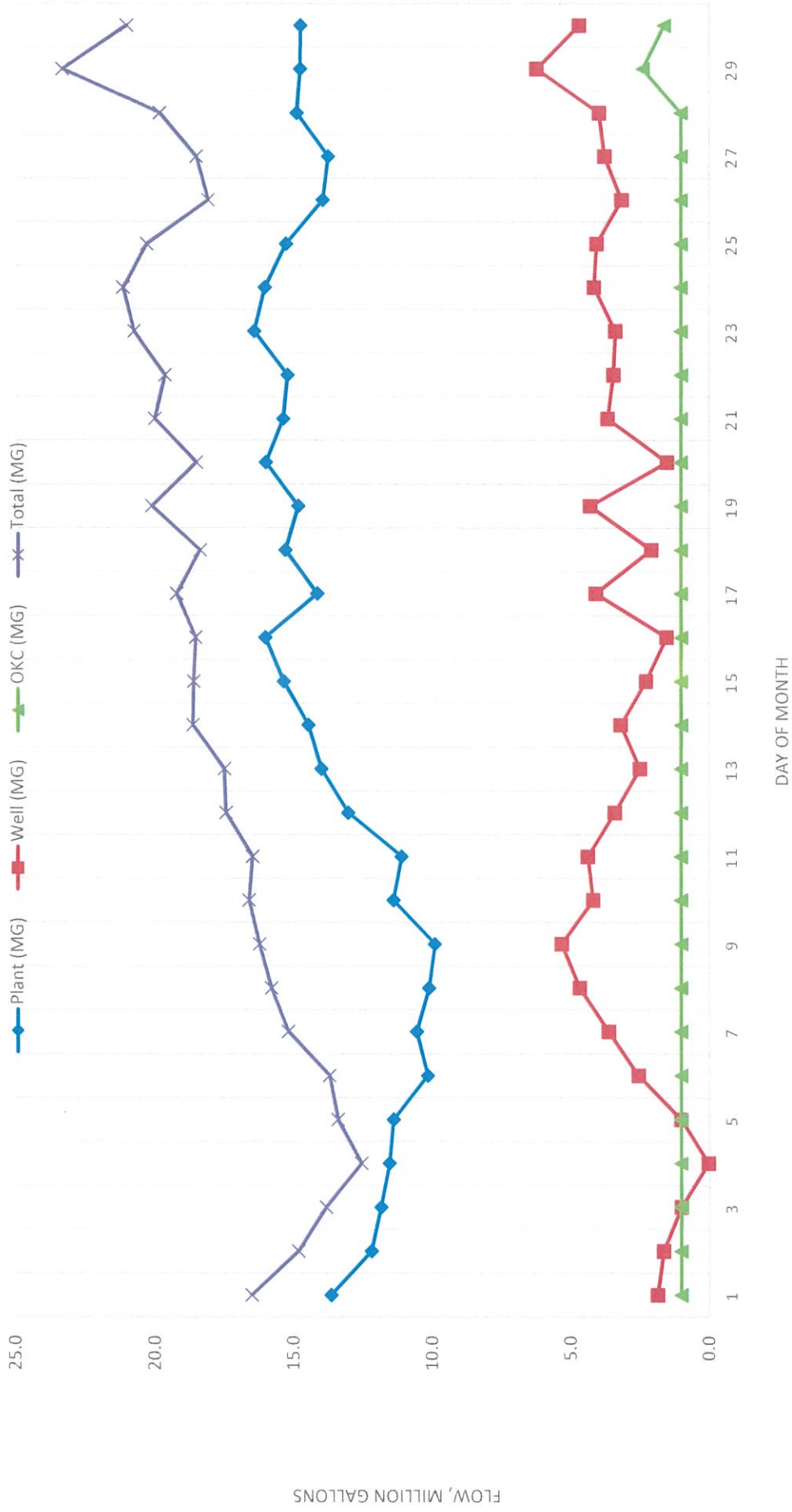
	<u>FYE 2024</u>		<u>FYE 2023</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
<b>Water Supply</b>				
Plant Production (MG)	407.03	3836.47	389.98	3564.70
Well Production (MG)	95.32	1319.29	37.73	1522.10
Oklahoma City Water Used (MG)	32.00	366.97	30.13	364.55
Total Water Produced (MG)	534.35	5522.73	457.84	5451.36
Average Daily Production	17.81	15.09	15.26	14.98
<b>Peak Day Demand</b>				
Million Gallons	23.35	23.35	19.32	25.52
Date	6/29/2024	6/29/2024	6/30/2023	7/27/2022
System Capacity (see note 1)	30.34	30.34	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)				
<b>Costs</b>				
Plant	\$683,655.01	\$8,196,149.01	\$694,028.65	\$8,070,113.60
Wells	\$231,223.79	\$2,916,918.95	\$211,191.33	\$2,958,939.23
OKC	\$94,050.40	\$1,156,249.39	\$92,111.31	\$1,101,234.72
Total	\$1,007,851.33	\$12,269,317.35	\$997,331.29	\$12,130,287.55
<b>Cost per Million Gallons</b>				
Plant	\$1,676.95	\$2,136.38	\$1,779.65	\$2,263.89
Wells	\$2,425.89	\$2,210.98	\$5,597.44	\$1,943.98
OKC	\$2,938.71	\$3,150.79	\$3,057.13	\$3,020.82
Total	\$1,886.12	\$2,221.60	\$2,178.34	\$2,225.19
<b>Water Quality</b>				
Bacterial Samples in Compliance	100	1,205	100	1,196
Bacterial Samples out of Compliance	0	5	0	4
Total number of inquiries (Note 2)	6	26	1	40
Total number of complaints (Note 2)	3	53	0	61
Number of complaints per 1000 service connections	0.07	1.29	0.00	1.58
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
<b>Safety</b>				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	10	0	3
<b>Public Education</b>				
Number of tours conducted	4	21	1	13
Number of people on tours	9	187	7	193

**Notes:**

Replaced flow meter at well 43. Staff prepared water taps for temporary chiller for Sodium Hypochlorite Generator. Staff started SCC 1 due to demand. Replaced SCC 3 mixer motor with spare and sent old one in for repair.



# WATER PRODUCTION FOR JUNE 2024



# MONTHLY TRANSFER STATION REPORT

June

	TONS PER MONTH	REVENUE PER MONTH
O.U.	318.48	\$17,437.73
STANDARD GATE	1,679.94	\$143,593.76
RESIDENTIAL	621.52	\$25,834.60
TOTALS:	2,619.94	\$186,866.09

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	464.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9036.86
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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:	464.00
GRAND TOTAL TONS TO LANDFILLS	9,036.86

DISPOSAL COST PER TON (OKC)	\$22.91
TIPPING FEE'S FOR DUMPING AT OKC:	\$207,034.46
GRAND TOTAL TIPPING FEE'S	\$207,034.46

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	668.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	3857.45
--	---------

# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	387.00
--	--------

# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	2590.15
---	---------

TOTAL LOADS BROUGHT TO TRANSFER STATION:	1055.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6447.60
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	109.51
---	--------

TOTAL TONS RECEIVED AT TRANSFER STATION	9177.05
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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>	2	24	1	12
<u>On The Job Injuries</u>	1	6	0	1
<u>Bulk Pickups</u>	38	221	50	373
<u>Refuse Complaints</u>	168	729	120	856
<u>New Polycarts Requests</u>	65	562	50	436
<u>Polycarts Exchanges</u>	4	95	7	39
<u>Additional Polycart Requests</u>	88	630	64	462
<u>Replaced Stolen Polycarts</u>	27	230	22	148
<u>Replaced Damaged Polycarts</u>	98	949	90	447
<u>Polycarts Repaired</u>	56	430	23	216

# COMPOST MONTHLY REPORT

JUNE 2024

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	410.04
LANDFILL TIPPING FEE'S	\$ 22.91
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,394.02
TONS BROUGHT IN BY PUBLIC:	1,600.00
TONS BROUGHT IN BY CONTRACTORS :	2,800.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	300.00
LANDFILL TIPPING FEE'S	\$ 22.91
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 107,677.00
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 117,071.02
REVENUE COLLECTED FROM COMPOST SALES:	\$620.00
REVENUE COLLECTED FROM GATE SALES:	\$7,960.00
TOTAL TONS COLLECTED	5,110.04

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		80
DRYING BEDS	1,500	
COMPOST SOLD BY CUBIC YARDS		186
MULCH SOLD BY CUBIC YARDS	9,000	
TOTAL:	10,500	266

<b>CURBSIDE MONTHLY RECYCLING REPORT</b>
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<b>Jun-24</b>
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<b>PROGRAM STATISTICS</b>
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	<b>AVERAGE</b>
	<b>MONTH</b>
SET OUT/PARTICIPATION RATE:	80%
AVERAGE TONS PER DAY :	9.39
POUNDS PER HOME:	8.03

<b>COMMODITY BY TON</b>
-------------------------

	<b>% of Total</b>	<b>TONS</b>
ALUMINUM BEVERAGE CAN	2.10%	5.91
#1 PET	5.50%	15.48
NEWS	0.00%	0
GLASS CONTAINERS	5.72%	16.1
MIX PAPER	33.40%	94.02
PLASTIC FILM	0.57%	1.6
#2 NATURAL	0.90%	2.53
#2 COLOR	1.10%	3.1
#3-#7	0.00%	0
METAL	0.82%	2.31
RIGIDS	0.89%	2.51
TIN-STEEL SCRAP	3.30%	9.29
TRASH	28.30%	79.66
OCC	17.40%	48.98
<b>TOTAL</b>	<b>100.00%</b>	<b>281.49</b>

	<b>MONTH</b>
SERVICE CALLS (MISSES)	49
HOUSESIDE	7
REMINDER	2
SCATTERED	0
MISC.	0
REPAIR	11
NEW	36
ADD	1
MISSING	16
EXCHANGE	1
REPLACE	12
PICK UP	14
<b>TOTAL CALLS</b>	<b>149.00</b>

	<b>MONTH</b>
<b>LANDFILL COST AVOIDANCE</b>	<b>\$5,559.43</b>

# Drop Center Report June

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,150.00	\$0.00	0	0	0	\$22.91	222.95	\$5,107.78
PLASTICS:	\$5.00	\$0.00						
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$100.00	\$0.00						

	#9		Westwood		Hollywood		Transfer		Total Tons	PRO/FEE	Revenues	Net
	TONS	TONS	TONS	TONS	TONS	TONS	TONS	TONS				
ALUMINUM:	0.14	0.02	0.28	0	0	0.44			\$506.00	\$506.00	\$506.00	
PLASTICS:	2.94	0.35	5.81	0	0	9.1			\$45.50	\$45.50	\$45.50	
STEEL CANS:	0.14	0.02	0.28	0	0	0.44			\$0.00	\$0.00	\$0.00	
MIXED OFFICE PAPER:	4.81	3.61	6.83	0	0	15.25			\$0.00	\$0.00	\$0.00	
CARDBOARD:	20.23	12.24	33.34	1.57	1.57	67.38			\$0.00	\$6,738.00	\$6,738.00	
RECYCLING CENTER TOTALS:	28.26	16.24	46.54	1.57	1.57	92.61			\$0.00	\$7,289.50	\$7,289.50	

Commercial Cardboard Containers		Compactors		Wood		Glass		Metal	
TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues
50.51	\$5,051.00	14.66	\$1,466.00	0	\$0.00	0	\$0.00	0	\$0.00
									Cost
									Profit
									\$0.00
									\$0.00
									\$0.00

Expenses

Average hrly+ benefits \$26.78

	Cardboard		Occ Compact		MXD Office		Total
	Hours	Cost	Hours	Cost	Hours	Cost	
Hours	44	216.49	10	18	288.49		
Labor \$	\$1,178.32	\$5,797.60	\$267.80	\$482.04	\$7,725.76		
Vehicle cost	\$0.00	\$3,397.46	\$0.00	\$0.00	\$3,397.46		
							Customer Revenue
							\$12,264.09

Total All Recycle and Cardboard	
Tons	157.78
Revenues	\$13,806.50

Total Recycle Only	
Tons	25.23
Revenues	\$551.50

Total Cardboard	
Tons	132.55
Revenues	\$13,255.00

Revenue	
Income	\$26,070.59
Expense	\$11,123.22
Net	\$14,947.37

Trashed Recycle	
Tons	1
Cost	\$21.76

6/5/2024