

# City of Norman



## Monthly Departmental Report

February 2025



## **MONTHLY PROGRESS**







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**CITY CLERK            1**



**CITY CLERK**

**MONTHLY PROGRESS REPORT**

**February 2025**

<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	9	99	1	3
Bus Service	2	2	2	2
CDBG	0	5	0	1
City Clerk	55	390	0	4
City Manager/Mayor	2	29	1	5
City Wide Garage Sale	0	0	0	0
Code Enforcement	29	278	2	22
Finance	1	8	0	0
Fire/Civil Defense	4	30	0	4
Human Resources	5	49	0	2
I.T.	2	22	2	4
Legal	5	41	0	1
Line Maintenance	23	193	1	9
Municipal Court	3	34	0	2
Noise Complaint	0	0	0	2
Norman Forward Questions	0	0	0	2
Outreach	6	44	0	1
Parks & Recreation	12	190	0	7
Permits/Inspections	47	468	0	7
Planning	7	87	0	2
Police/Parking	18	285	1	6
Public Works	7	118	0	4
Recycling	1	3	0	0
Sanitation	57	416	0	16
Sidewalks	0	6	0	3
Storm Debris	0	0	0	0
Storm Water	2	68	1	8
Streets	16	206	2	8
Streets Lights	2	110	0	12
Traffic	9	117	3	8
Utilities	86	357	0	11
WC Questions	0	0	0	0
WC Violations	0	0	0	2
<b>January 2025 Total:</b>	<b>410</b>	<b>3656</b>	<b>16</b>	<b>157</b>



## LICENSES

Eight new licenses were issued during the month of February. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	2
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	0	0	Retail Wine	0	2
Distiller	0	0	Salvage Yard	0	0
Food	4	45	Sidewalk Dining	0	1
Game Machines	0	0	Solicitor/Peddler (30 day)	0	4
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	3
Kennel	0	0	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	0	0	Special Event	0	0
Medical Marijuana Grower	0	0	Strong Beer & Wine/Winemaker	0	1
Medical Marijuana Processor	0	0	Taxi/Motorbus/Limousine	0	2
Medical Marijuana Testing Laboratory	0	0			
Mixed Beverage	1	2	Temp Food (one day)	0	4
Mixed Beverage/Caterer	1	17	Temp Food (30 day)	1	16
Pawnbroker	0	0	Temp Food (180 day)	1	10
Pedi cab	0	0	Transient Amusement	0	0
<b>YTD License Total:</b>	<b>6</b>	<b>64</b>		<b>2</b>	<b>46</b>

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
1942 Tacos & Tequila	2164 24 <sup>th</sup> Ave NW, Norman, OK	Food Service & Mixed Beverage
Ollie's Bargain Outlet	1205 E Lindsey, Norman, OK	Food Service

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Boxcar Burgers //A.E. Greenwood Enterprises LLC	JB Deja Brew	

## RECORD REQUESTS RECEIVED

MONTH	NUMBER RECEIVED	YEAR-TO-DATE
July	26	26
August	40	66
September	23	89
October	34	123
November	49	172
December	16	188
January	28	216
February	29	245



### **CLAIMS FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
02-03-25	Misty Dawn Dean	Claimant alleges, on March 28, 2024, she was traveling Southbound on Porter going through E. Rock Creek Rd. intersection and was hit by a City vehicle attempting to turn left on a flashing yellow arrow, colliding into her car.	\$ 125,000.00
02-17-25	Jean McCune	Claimant alleges, on September 28, 2024, a City trash truck was on the wrong road, while turning around, knocked over the brick column at the end of the driveway and dented a rod iron fence.	\$ 8,497.35
02-21-25	Starla Wood	Claimant alleges, on February 18, 2025, she was stopped at an intersection and was hit by a City truck which caused damage to her car. She also needed to replace a car seat/stroller combo and get a rental car.	\$ 5,388.90

### **SPECIAL MEETING**

On February 4, 2025, the City Council met in a special meeting to present the Norman Public Safety Report and to consider adjourning into an Executive Session to discuss the possible purchase and/or appraisal of real properties located on Triad Village Drive.

The meeting scheduled for February 18, 2025, was cancelled due to inclement weather.

On February 25, 2025, the City Council met in a special meeting for an AIM Norman comprehensive plan update – Transportation Master Plan, and to consider adjourning into an Executive Session to discuss pending litigation in the case of Wilkins V. City of Norman.

### **BUSINESS AND COMMUNITY AFFAIRS COMMITTEE**

On February 6, 2025, the Business and Community Affairs Committee met to continue discussion regarding the creation of a Tax Increment Finance (TIF) Master Plan and to include a TIF for South Norman and for a discussion regarding the creation of a pre-approved design catalog for construction.

### **CONFERENCE**

On February 11, 2025, the City Council met in a Conference to discuss and present the Griffin Master Plan.

### **OVERSIGHT COMMITTEE**

On February 13, 2025, the Oversight Committee met to get updates on the emergency shelter and the Homebase Plan.

### **FINANCE COMMITTEE**

On February 20, 2025, the Finance Committee met to discuss the FYE 2025-2026 City of Norman Budget, discussion regarding the Tri-Annual Audit, and the Monthly Revenue and Expenditure Reports.



### **COMMUNITY PLANNING & TRANSPORTATION COMMITTEE**

On February 27, 2025, the Community Planning and Transportation Committee met for a presentation of the January Public Transit Report; discussion regarding the State Highway 9 Safety Update and James Gardner Boulevard at Acres Street.

### **STUDY SESSION**

On February 27, 2025, City Council met in a Study Session for an update on the AIM Norman Comprehensive Plan – Stormwater Master Plan.



## **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 – February 2025

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

Treasury Division:

In the month of February, the Treasury Division processed 39,474 payments in person and over the phone, a decrease of -4% from last month. Paymentus (the City's 3<sup>rd</sup> party processor of online and automated telephone payments) processed 14,258 payments in February, a decrease of -4% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of February by -5.2%. Revenues from the City's largest single source of revenue, sales tax, are below target by -1.5% for the year to date and -1% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 25 Budget To Date	FYE 25 Actual To Date	FYE 24 Actual To Date	FYE 23 Actual To Date
Sales Tax Revenue	\$37,522,165	\$36,956,044	\$37,333,903	\$37,516,453
General Fund Revenue	\$72,359,513	\$68,528,051	\$68,531,075	\$66,918,836
General Fund Expenses	\$76,666,111	\$74,080,386	\$73,567,416	\$64,522,585



## Administration Division

	FYE 25		FYE 24	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,880.00	320.00	2,720.00
Total Comp Time Available	1.75	17.75	1.50	11.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	1.00	1.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	321.75	2,897.75	322.50	2,732.00
Benefit Hours Taken	32.00	446.00	47.00	454.00
TOTAL ACCOUNTABLE STAFF HOURS	289.75	2,451.75	275.50	2,278.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00



**ACCOUNTING      3A**



## Accounting Division

	FYE 25		FYE 24	
	February	YTD	February	YTD
Total Regular Hours Available	1,120.00	9,920.00	1,120.00	9,520.00
Total Comp Time Available	0.50	16.75	0.75	15.50
Total Overtime Hours	1.00	51.75	4.75	22.00
Total Bonus Hours	0.00	0.00	4.00	4.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,121.50	 9,988.50	 1,129.50	 9,561.50
Benefit Hours Taken	192.50	1,713.25	158.50	1,782.25
 TOTAL ACCOUNTABLE STAFF HOURS	 929.00	 8,275.25	 971.00	 7,779.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00



## **CITY REVENUE REPORTS**

**3B**



## City Revenue Report

	FY 25 January	FYE 25 February	Plus/Minus
Total Revenue Received (\$)	\$4,908,301	\$4,347,514	(\$560,787)
Utility Payments - Office (#)	41,106	39,474	(1,632)
Utility Payments - Office (\$)	\$4,698,047	\$4,313,699	(\$384,348)
Paymentus (#)	14,924	14,258	(666)
Paymentus (\$)	\$1,362,135	\$1,443,762	\$81,627
Lockbox (#)	7,551	7,391	(160)
Lockbox (\$)	\$1,088,567	\$1,007,924	(\$80,643)
E-Lockbox (#)	5,687	3,422	-2265
E-Lockbox (\$)	281,734	299,827	\$18,093
Bank Draft Payments (#)	12379	11718	(661)
Bank Draft Payments (\$)	\$1,267,294	\$1,191,663	(\$75,631)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	101	91	(10)
Processed Return Checks (\$)	(\$11,502)	(\$10,965)	\$537
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	43,349	27,234	(\$16,115)
Municipal Court - Fines/Bonds (\$)	214,760	222,427	\$7,667
Municipal Court - Credit Card (#)	464	472	8
Municipal Court - Credit Card (\$)	95,298	104,282	8,984
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 (\$)	\$0	\$362,093	\$362,093

Building Permits/Planning/City Clerk went to a new system in the beginning of November, 2023. 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 25		FYE 24	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,880.00	320.00	2,400.00
Total Comp Time Available	0.25	0.75	0.75	1.25
Total Overtime Hours	3.75	5.00	0.00	0.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	324.00	2,885.75	320.75	2,401.50
Benefit Hours Taken	46.25	544.00	43.25	517.00
TOTAL ACCOUNTABLE STAFF HOURS	277.75	2,341.75	277.50	1,884.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00



## Treasury Division

	FYE 25		FYE 24	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	7,200.00	800.00	6,712.00
Total Comp Time Available	8.75	92.25	17.00	68.25
Total Overtime Hours	31.00	216.75	25.00	259.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 839.75	 7,509.00	 842.00	 7,039.50
Benefit Hours Taken	193.50	1,756.25	206.25	1,482.00
 TOTAL ACCOUNTABLE STAFF HOURS	 646.25	 5,752.75	 635.75	 5,557.50
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00



**UTILITY      3C**



## Utility Division

	FYE 25		FYE 24	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	9,661.00	1,120.00	8,400.00
Total Comp Time Available	16.25	64.00	12.75	132.25
Total Overtime Hours	26.75	511.75	33.75	350.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,163.00	10,236.75	1,166.50	8,882.75
Benefit Hours Taken	142.25	1,562.50	220.00	1,770.50
TOTAL ACCOUNTABLE STAFF HOURS	1,020.75	8,674.25	946.50	7,112.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00



## Drive-up Window and Mail Payments - FYE 2025

	Jan, 2025	Feb, 2025
Mail Payments - Lockbox	7,551	7,391
Mail Payments - E-Lockbox	5,687	3,422
Mail Payments - Office	328	369
<b>Total Mail Payments - Subtotal</b>	<b>13,566</b>	<b>11,182</b>
Night Deposits	183	142
Paymentus Payments	14,924	15,258
<b>Without assistance paymnts - Subtotal</b>	<b>15,107</b>	<b>15,400</b>
Office Payments	2,243	1,926
<b>With assistance payments - Subtotal</b>	<b>2,243</b>	<b>1,926</b>
<b>Total Payments Processed - Subtotal</b>	<b>30,916</b>	<b>28,508</b>
Bank Draft (ACH) Payments	12379	11718
<b>Total Payments (Utility)</b>	<b>43,295</b>	<b>40,226</b>
<b>Total Payments</b>	<b>61,832</b>	<b>57,016</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 2025

	FYE 25		FYE 24	
	February	YTD	February	YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,482	362,890	45,051	352,335
New Deposit Ons Billed	572	5,793	597	5,215
Final Accounts Billed	579	5,151	560	5,226
TOTAL METERS READ	45,633	373,834	46,208	362,776



## **FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report February 2025

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	28	1.64%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.06%
3 - Rescue & emergency	1051	61.46%
4 - Hazardous Conditions (No Fire)	19	1.11%
5 - Service Call	171	10.00%
6 - Good Intent Call	372	21.75%
7 - False Alarm & False Call	66	3.86%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.12%
Incomplete Reports	0	0.00%
<b>Total Incident Count (Unique Calls)</b>	<b>1710</b>	<b>100.00%</b>
<b>Number of Total Unit Responses</b>	<b>2244</b>	

Total Fire Loss \$131,652.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
<b>Station #1</b>	437	281	0:04:41
<b>Station #2</b>	228	327	0:05:27
<b>Station #3</b>	257	369	0:06:09
<b>Station #4</b>	187	311	0:05:11
<b>Station #5</b>	76	619	0:10:19
<b>Station #6</b>	55	536	0:08:56
<b>Station #7</b>	137	361	0:06:01
<b>Station #8</b>	121	343	0:05:43
<b>Station #9</b>	205	390	0:06:30

### Community Outreach

Tours and Special Events	2	Station Tours
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### Burn Permits

Burn Permits Issued	71	Conditions were favorable for burning 8 days in February
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### Training

Total Personnel Training Hours	2082	Mgmt/Supvrsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator
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### Total Calls By Station

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9	
Engine 1	392	367	3	3	0	1	4	10	0	4	
Brush 1	31	27	1	0		0	2	0		0	1
Brush 12	2	2	0	0		0	0	0		0	0
Ladder 1	73	59	5	4		1	0	0		3	0
**Chief 301	55	9	11	6	2	1	4	12	9	1	
Station 1 Total	553										

[illegible][illegible][illegible]

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 5	29	0	0	1	0	25	3	0	0	0
Brush 5	85	0	0	1	0	81	3	0	0	0
Station 5 Total	114									

Engine 5	29	0	0	1	0	25	3	0	0	0
Brush 5	85	0	0	1	0	81	3	0	0	0
Station 5 Total	114									
Station 6										

Brush 5	85	0	0	1	0	81	3	0	0	0
Station 5 Total	114									
Station 6										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9

Station 5 Total		114									
Station 6											
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9	
Engine 6	31	0	1	2	0	8	18	2	0	0	

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 6	31	0	1	2	0	8	18	2	0	0
Brush 6	71	0	1	2	0	11	55	2	0	0
TOTALS	102	0	2	4	0	19	73	4	0	0

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 6	31	0	1	2	0	8	18	2	0	0
Brush 6	71	0	1	2	0	11	55	2	0	0
Brush 92	1	0	0	0	0	0	1	0	0	0
Survey Total	103	0	2	4	0	19	74	4	0	0

Engine 6	31	0	1	2	0	8	18	2	0	0
Brush 6	71	0	1	2	0	11	55	2	0	0
Brush 92	1	0	0	0	0	0	1	0	0	0
Station 6 Total	103									

Brush 6	71	0	1	2	0	11	55	2	0	0
Brush 92	1	0	0	0	0	0	1	0	0	0
<b>Station 6 Total</b>	<b>103</b>									
<b>Station 7</b>										

Brush 92	1	0	0	0	0	0	1	0	0	0
Station 6 Total	103									
Station 7										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9

<b>Station 6 Total</b>	<b>103</b>									
<b>Station 7</b>										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
<b>Rescue 7</b>	3	0	0	0	0	0	0	2	1	0
<b>TOTAL</b>	103	2	2	2	2	2	2	2	2	2

Station 7										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Rescue 7	3	0	0	0	0	0	0	2	1	0
Squad 7	169	6	10	8	3			0	131	8

	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Rescue 7	3	0	0	0	0	0	0	2	1	0
Squad 7	169	6	10	8	3		0	131	8	3
Brush 7	19	1	1	1	0		0	1	13	0

Rescue 7	3	0	0	0	0	0	0	2	1	0
Squad 7	169	6	10	8	3	0	0	131	8	3
Brush 7	19	1	1	1	0	0	1	13	0	2
Station 7 Total	191									

Squad 7	169	6	10	8	3	0	0	131	8	3
Brush 7	19	1	1	1	0	0	1	13	0	2
Station 7 Total	191									
Station 8										
	Team 8	Team 9	Team 10	Team 11	Team 12	Team 13	Team 14	Team 15	Team 16	Team 17

Brush 7	19	1	1	1	0	0	1	13	0	2
Station 7 Total	191									
Station 8										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9

Station 7 Total		191									
Station 8											
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9	
Engine 8	133	0	2	1	5	0	0	5	120	0	

[illegible][illegible]

Engine 8	133	0	2	1	5	0	0	5	120	0
Brush 8	2	0	0	0	0	0	0	0	2	0
Tanker 8	7	0	0	1	0	2	3	1	0	0
Station 8 Total	142									

Tanker 8	7			1		2	3	1		
Station 8 Total	142									
Station 9										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9

Tanker 8	7	0	0	1	0	2	3	1	0	0
Station 8 Total	142									
Station 9										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9

Station 8 Total		142									
Station 9											
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9	
Engine 9	234	5	1	9	0	4	7	6	1	201	
Engine 10	10	0	0	0		0	0	0	0	0	

[illegible][illegible][illegible]

Brush 9	29	0	0	0	0	2	4	0	0	23
Brush 92	1	0	0	0	0	0	1	0	0	0
Tanker 9	9	0	0	1	0	2	5	1	0	0
**Chief 401	50	2	5	8	1	16	8	6	0	4
Station 9 Total	222									

Brush 92	1	0	0	0	0	0	1	0	0	0
Tanker 9	9	0	0	1	0	2	5	1	0	0
**Chief 401	50	2	5	8	1	16	8	6	0	4
Station 9 Total	323									



NFD Monthly Progress Report										
February 2025										
Total Calls By Station										
Fire Prevention										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Fire Marshal 1	2	0	1	0	0	0	0	0	0	1
Fire Marshal 2	6	1	0	0	0	1	0	3	0	1
**Fire Marshal 3	30	3	3	7	4	3	4	5	1	0
Prev. Totals	38									
Notified Units										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
EM1*	5	0	0	1	1	0	0	2	0	1
EMS1*	14	1	2	3	1	2	0	4	0	1
NFD3*	12	1	2	2	0	2	1	4	0	0
Notified Total	31									
	Totals	Total by District								
	2244	494	301	337	213	163	126	221	145	245

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

\*\*As of 1/1/25 all All Assistant Chiefs will be designated 301, All Battalion Chiefs 401 and all On-Shift Fire Inspectors FM3



## February 2025 Fire Prevention Activity Summary

### Prevention Department Update and Activities

Training	18 hours	Insurance and the Fire and Arson Investigator, Heating & Cooling Equipment, Legal Aspects, Inspector Orientation, Hazardous, Combustible and Reactive Materials, Behavior of Fire (Chemistry)
Inspection/Re-Inspection Activities	96 hours	Occupancy Load, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools, Fire Watch
Smoke Detectors	24	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	13	0 Joint, 11 Closed, 0 Complete, 2 Pending, 0 Closed Arrest
Investigative Activities	38 hours	Fire Investigations, Report Writing, Reviewing Video, Subpoena prep, etc
Department Meetings	26 (21 hours)	Department Meetings and Shift Briefings
Station & Equipment Maintenance	43 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance

### Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews/ Fire Protection System Plan Reviews	39 60	78
Fire Inspections/Re-inspections	38	41
Meetings	5	10
Training (Target Solutions)	4	7
Communication	N/A	10
<b>Totals</b>		<b>146</b>
Time Off (VAC, SICK, Holiday)	N/A	11



## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

February 2025

<b>Regular Monthly Scheduled Activities</b>	Meetings will be 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)	
Each Wednesday Morning 9:15 am	The club mentors other HAMS, works on projects and equipment, provides general support to the City and Public on Amateur operations
Each first Thursday evening of the month is amateur radio testing night at 6:00 pm	Radio test with State Emergency Management. This tests the local and statewide capability for voice communication to the State office and to other jurisdictions.  Open to the public, the club provides the opportunity for the



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>	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  Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.
Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps. This meeting has been moved to the Cleveland County Wellness Center. Limited meetings may move to the new EOC facility.	The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.
Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross	Meetings are conducted at the Fire Training Center and usually held on an as needed basis.
Local Emergency Preparedness Committee	Meets quarterly (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.



<b>Other Emergency Management Activities</b>	
Planning Meeting for Upcoming Events each first Friday of the month	The new year has already begun with new and returning requests for support to various events. From OU football, to Medieval Fair to SoonerCon we will be in full support as needed assisting and preparing Residents of Norman
<b>Local Response</b>	
Red Cross Coordination for burnouts. We have dedicated volunteers roughly in each quadrant of the City that can respond quickly to the resident need for assistance. Our primary mission is to ensure a burnout family has assistance from the Red Cross if they request it and to stay involved until Red Cross is on scene or the family confirms connection with the Red Cross. February 3 responses were conducted.	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.
Medical Reserve CORPS	The MRC is a strong preparedness partner with Norman EM. They are undergoing leadership and operational changes that will enhance the response capability. AN average of 1500 volunteer hours is provided each year. On Feb 15 training was conducted in the new EOC facility on mental health awareness and active shooter awareness.
Norman Response Team	Volunteers responded to 9 events that involved commercial fires, gas leaks, residential fires and grass fires
Radio project for the outdoor warning system.	The PD Dispatch division has proposed to place the siren system on the Harris radio system. While there are some advantages there are also some disadvantages. One is an increase in operating cost and maintenance. Over ten years the system has performed outstanding with an average of



	<p>over 95% functionality utilizing the existing VHF system. Further, with this project the operational control of the system is being sought by dispatch. This will need to be staffed and thoroughly worked through. Dispatches purpose is to communicate response for public safety. They are not staffed for the responsibility of operating and maintaining the sirens. Any increase in manning or budget for a division should go to EM. The EM Division has justified numerous times the addition of 1 to 2 full time positions. Recently a study was completed that confirmed at least one position was recommended, however, the unconscionable decision to not make the availability of the position until the 2034 budget year is unfathomable.</p>
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The new Auxiliary Communications Room is now operational.	On February 15, an open house combined with MRC training to showcase the Robinson EOC Facility. The Transcript completed an excellent article regarding the facility and the capabilities.
Future Projects are being planned for PSST funding, legal opinion for Emergency Management to receive PSST money was positive	Looking forward to identifying issues with the new facility and address them for future funding.
New maintenance facility	The Robinson EOC is expected to take a bay from the new maintenance facility being constructed. Once again EM was not provided for in the PSST process and operational expenses will continue to come from the Fire Depart\EM budget to support items needed. Operational aspects of the EOC and ancillary issues are not coordinated with the EM Coordinator. Date to occupy is TBD
Training	Robinson EOC is available for training and meetings. Coordination should be through Norman EM Coordinator. The monthly Public Safety Meeting is held at the EOC.
<b>Community Preparedness Events</b>	
Medical Reserve CORPS	Norman EM and the District 10 MRC will; be supporting the Medieval Fair on the first weekend of April and SoonerCon in June. Most likely the first few OU home games also. On February 25 MRC held a discussion about Regional response, EOC support and roles in a Multi-



	agency assistance center
CERT Day Camp in Broken Arrow	The first meeting for the day camp was February 19. Norman EM and several NERV volunteers will be in support of the camp.
Venue Support for Norman Response Volunteers.	The Response Volunteers continue to receive positive reviews for their assistance in various venues. Large event venues have already contacted EM to confirm continued assistance in the upcoming year.
Small Animal Rescue Team (SmART)	For several years there has been a need for a small animal rescue team. Many attempts to form a team were not successful. Now, there has been a formal process completed and a non-profit formed to house the program. Norman EM is fully involved with the team and this will be an asset during disaster operations that dislocated animals/pets like in the 2012 wildfire.
Unmanned Aerial Vehicle support team	The Norman UAV team has supported numerous fires, missing child, manhunts and other various support. Discussions are ongoing with mutual aid partners on the formation of a UAV task force.
<b>Disaster Reimbursement Status</b>	
The State has announced a transition of operations to using out of state incident management teams for Oklahoma disasters.	This will no doubt take time to work out issues and build new relationships. At the local level this should not cause out of normal procedures to occur.
<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
Hazard Mitigation Plan	Process on the update is in full swing. There are numerous grant requests in the system and Depts. are encouraged to continue applying for funds.
Critical facility generator review	The notice of intent was approved. The grant was changed from a BRIC grant to HMPG at the guidance of OEM. The new notice of funding will be available in March 2025. The first draft of the grant was submitted and awaiting reviews. Much needed input by all departments for this grant is needed. Several requests to other departments have not been responded to and follow up action will be taken.
<b>Severe Weather Issues</b>	
National Weather Service Storm Spotter Training	<a href="https://www.weather.gov/normanspotter">NWS Norman Spotter Schedule (weather.gov)</a>



**HUMAN RESOURCES 5**



**HUMAN RESOURCES**  
**Monthly Report**  
**February 2025**

**HUMAN RESOURCES**

Total number of Employees: 925

Orientations: 3 - 6 new hires

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

Terminations: 8

**ADMINISTRATION**

- FMLA cases – 5 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
  - 73 birthdays and 71 anniversary

**BENEFITS**

*Total Benefit Eligible Population: 877*

New Enrollments: 3

<b>Benefit Participation</b>		
	<b>#</b>	<b>%</b>
Medical	815	93%
Dental	814	93%
Vision	621	71%
Disability	441	50%
Supplemental Life	468	53%

<b>Claims</b>		
Rx Claims		
	ACTIVE	\$210,390.59
	RETIREE	\$7,120.45
	HSA	\$
Medical Claims		\$7,942,586.00
Dental Claims		\$ 95,697.76

**PERSONNEL ACTIONS**

**NEW HIRES – 6**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
IT/Support	Systems Support Technician	1
Parks & Rec/Golf	Golf Course Attendant	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Planning & Comm. Development/Planning	Plans Examiner	1
Police/Animal Welfare	Animal Welfare Technician	1
Utilities/Water Treatment Plant	Water Lab Intern	1

**PROMOTIONS – 8**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Legal/ Admin.	City Attorney	1
Legal/Admin.	Assistant City Attorney III	1



**HUMAN RESOURCES**  
**Monthly Report**  
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Fire/Admin.	Deputy Fire Chief	1
Fire/Suppression	Captain	1
Fire/Suppression	Fire Driver Engineer	1
Parks & Rec/Recreation	Program Coordinator	1
Parks & Rec/Recreation	Recreation Technician	1
Public Works/Streets	Heavy Equipment Operator	1

**SEPARATIONS – 8**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Fire/Suppression	Captain	1
Fire/Suppression	Firefighter	1
Parks & Rec/Park Development	Park Planner	1
Parks & Rec/Park Maintenance	Maintenance Worker II	1
Parks & Rec/ Recreation	Field Operations Supervisor	1
Parks & Rec/Recreation	Recreation Leader I	1
Public Works/Fleet	Mechanic I	1
Utilities/WLM Meter Services	Utility Distribution Worker I	1

**TURNOVER STATS**

<b>Department</b>	<b>No. of Employees</b>	<b>No. of Terminated Employees</b>	<b>Turnover Rate</b>
City Manager	15		0.00%
City Clerk	6		0.00%
Finance	23		0.00%
Fire	164	2	1.23%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9		0.00%
Municipal Court	12		0.00%
Parks & Recreation-Total	109	4	3.67%
Planning & Comm Dev.	38		2.63%
Police	261		0.00%
Public Works	125	1	0.08%
Utilities	163	1	0.61%

**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 Technician (1)	PT* All Locations – Recreation Center Specialist
PT* Westwood Laborer	PT Lifeguard Leader
PT* All Westwood Pool Positions	PT Recreation Leader (3)
MWI – Parks (2)	MWII – Parks (1)
Park Planner	PT* Food & Beverage Tech I
<b>Police</b>	



# HUMAN RESOURCES

## Monthly Report

February 2025

Police Officer (17)	Communications Officer I (2)
Communications Officer II	
<b>Public Works</b>	
Engineering - City Surveyor (1)	Capital Projects Engineer/Staff Engineer (1)
<b>Utilities</b>	
Utility Distribution Worker I	
<b>Human Resources</b>	
Safety Manager	HR Coordinator
<b>Legal</b>	
Assistant City Attorney I	Assistant City Attorney II

### DAYS TO FILL

Full Time Position	Date Posted	Offer Date	Days to fill
Animal Welfare Technician	9/25/24	2/7/25	PD background and polygraph skew dates
Water Lab Intern	11/26/24	1/29/25	64
Plans Examiner	1/21/25	2/11/25	21
Systems Support Technician	1/21/25	2/18/25	28

\*Offer Date reflected for accurate days to fill numbers, all started in current month

PT/Seasonal Position	Hire Date	Date Posted
Recreation Center Specialist	2/11/25	Perpetual
Golf Course Attendant	2/24/25	1/31/25

\*377 registrations/applications to our openings, 11 new requisitions opened.

### SAFETY

#### Recordable Injuries – OSHA

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Parks & Rec/Westwood Golf	Left Thumb	Hit by a golf ball on the driving range while moving balls	Prescription	Caution and awareness
Utilities/Water Treatment	Left Ankle	Slipped on ice and sprained ankle	Off Work	Caution and awareness
Parks & Rec/Park Maintenance	Lower Back	Strained lower back lifting furniture	Light Duty	Proper lifting techniques and caution
Parks & Rec/Park Maintenance	Head, Neck, and Back	Fell while putting down ice melt	Prescription	Caution on ice

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

2025*	2024	2023
9	40	11

\*CY2024 is current YTD

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



**HUMAN RESOURCES  
Monthly Report  
February 2025**

<b>2025</b>	<b>2024</b>	<b>2023</b>
31	14	7

**Recordable Injuries per calendar year:**

<b>2025*</b>	<b>2024</b>	<b>2023</b>
13	80	78

*\*CY2024 is current YTD*

**Recordable Injuries per fiscal year:**

<b>2025</b>	<b>2024</b>	<b>2023</b>
59	62	67

**ACCESSIBILITY**

**ADA:**

- Automatic door openers have been placed at the Natatorium of the Adult Wellness and Education Center. Still waiting on all parts to be received.
- Completed Navigating the 20% Rule: ADA Compliance for Commercial Alteration Projects training presented by BlueDAG.

**Accessibility:**

**Employee Resource Groups (ERGs):** LGBTQ+ Alliance's next meeting is to be determined. The Alliance of Black Employees (ABE) held a movie night for Black History Month for employees on February 20<sup>th</sup>.

- Presented the 2<sup>nd</sup> Annual Black History Month Event: Facts, Fraps, & Fruit, for CoN employees that included trivia to learn more about Black History.
- Attended OSU STEM Career Fair to help recruit more varied candidates to come work for the CoN.

**Committees:**

**Human Rights Commission (HRC)** – The monthly meeting took place on Monday, February 24, 2025, at City Hall. The commission discussed the proclamations, recognitions, goals, and awards wanted for the upcoming year. Review of the 2025 and pre-planning for the 2026 Interfaith Breakfast were discussed. The commission is looking to fill the vacancies as soon as possible. The next meeting is scheduled for Monday, March 24, 2025, at City Hall.

**ADA Citizen's Advisory Committee** –The ADA Citizen's Advisory Committee's next quarterly meeting is scheduled for Monday, March 10, 2025, at City Hall.

**Cleveland County disABILITY Coalition** – The monthly meeting took place on Tuesday, February 4, 2025, at United Way. Information about the following upcoming events were given:



## Monthly Report

February 2025

- Developmental Disabilities Awareness Day at the Capitol and encouraged members to attend and share the information.
- Upcoming listening sessions for the DD Council's next State plan.
- Autism Foundation of Oklahoma's advocacy day at the State Capitol and a community mixer.
- Free tax preparation assistance at the Community Services Building.
- The Joining Forces Conference on March 28<sup>th</sup>.

The 3<sup>rd</sup> Annual Cleveland County disABILITY Coalition Resource Fair will be Tuesday, March 25<sup>th</sup> from 5:00 PM - 7:00 PM at The Well. The next meeting is scheduled for Tuesday, March 4, 2025, at United Way.

## CITY OF NORMAN EMPLOYEE DEMOGRAPHICS

**Total Population***(Includes full-time, part-time, and temp/seasonal employees)*

Gender	Total Population	% of Total Population
Female	230	23.4%
Male	753	76.6%
	<b>983</b>	<b>100.00%</b>

**Job Classification by Gender**

Job Classification	Female	Male
Full-Time	180	674
Part-Time	30	40
Temporary	20	39
	<b>230</b>	<b>753</b>

**Full-Time Employee Population Only**

Gender	Full-Time Population	% of Full-Time Population
Female	180	21.1%
Male	674	78.9%
	<b>854</b>	<b>100.00%</b>

**Employee Population by Generations**

Generations	Birth Years	Current Age Range	Female	Male
Silent Generation	1928-1945	80-97	0	2
Baby Boomers	1946-1964	61-79	21	55
Generation X	1965-1980	45-60	73	228
Millennials (Gen Y)	1981-1996	29-44	62	298
Generation Z	1997-2012	13-28	24	91
			<b>180</b>	<b>674</b>







**CITY OF NORMAN**

Information Technology Department  
Monthly Report –February 2024.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	Implementation Complete – Project refinement ongoing: The CoN team has completed implementation work on all major core software. However, work continues in Utility Billing, HR, and Planning 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. Funded through CIP.
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 incase of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation
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 – PD Moves and Mary Abbot House expansion. Complete – ECOC, 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.
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 monthly training continues with our cybersecurity education suite, as well as annual PEN testing of the city network and improvements from the PEN test report.
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 granted access to 5% of the annual capital funds for business critical software and infrastructure needs.
Integration of Computer Aided Dispatch with OU PD	Create a software as a service model to share public safety software data with and between OU PD	Complete. Additional segmentation for OU presence with NPD during OU Football is in progress.
Move existing secondary IT Datacenter to new location.	Move all equipment from the current secondary site to a new more robust and secure site.	Physical and virtual moves for the data center began May 2024 – full move expected to be complete by December 2024 if all tests of the new facility functionality are successful.



### 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 277,738 attempted incoming and 155,741 outgoing messages for the month of February 2024. Incoming messages totaling 84,165 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantine or filtered (see **IT Table 3**). This number represents 30% of our inbound mail. This percentage has decreased from previous months for malicious email/spam. 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 February 2024, the City of Norman's web site had 107,747 individual web sessions access the web site for 202,441 total page views. Of those sessions, 61,886 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:

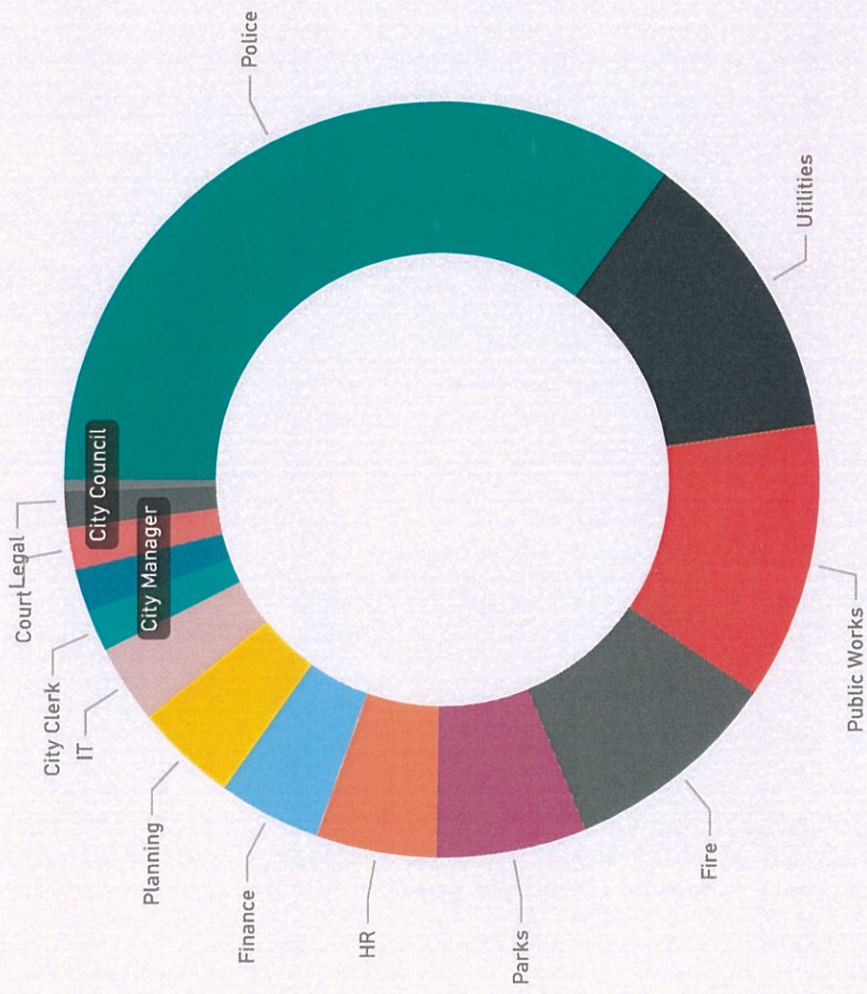
The City of Norman's infrastructure depends on system availability and uptime. An important part of system availability is data storage and usage. The pie charts below (See **IT Charts A,B, and C**) represent where the bulk of IT data storage resides. The information stored in this infrastructure is 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  
388

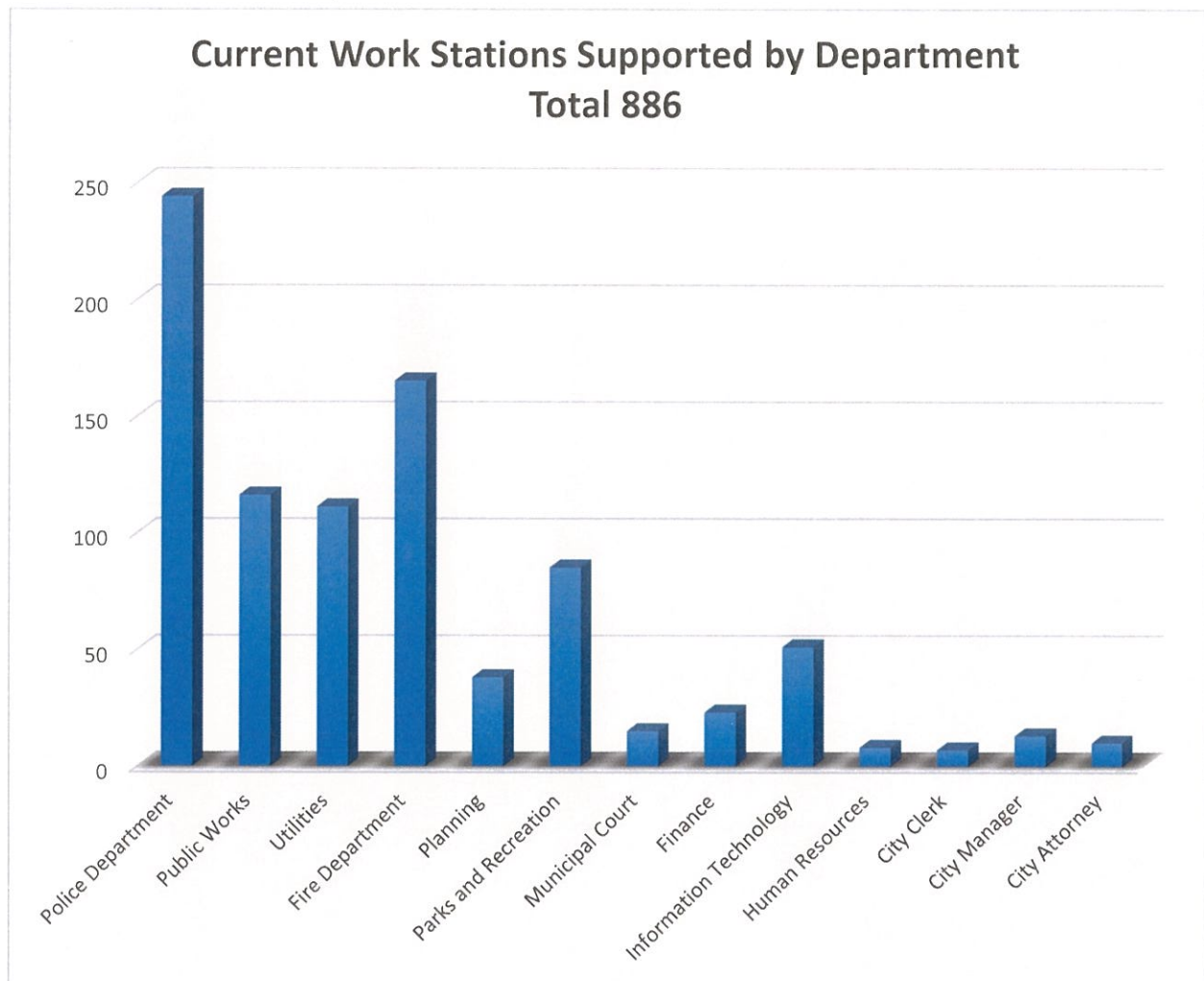
Department	Created	Closed
City Clerk	7	7
City Council	2	2
City Manager	7	7
Court	7	7
Finance	17	16
Fire	36	35
HR	20	20
IT	13	12
Legal	6	5
Parks	25	24
Planning	17	17
Police	136	125
Public Works	46	42
Utilities	49	44
Total	388	355

Police had the highest Ticket Count at 136, followed by Utilities and Public Works. City Council had the lowest Ticket Count at 2.

Police accounted for 35.05% of Ticket Count.



**Table 2**

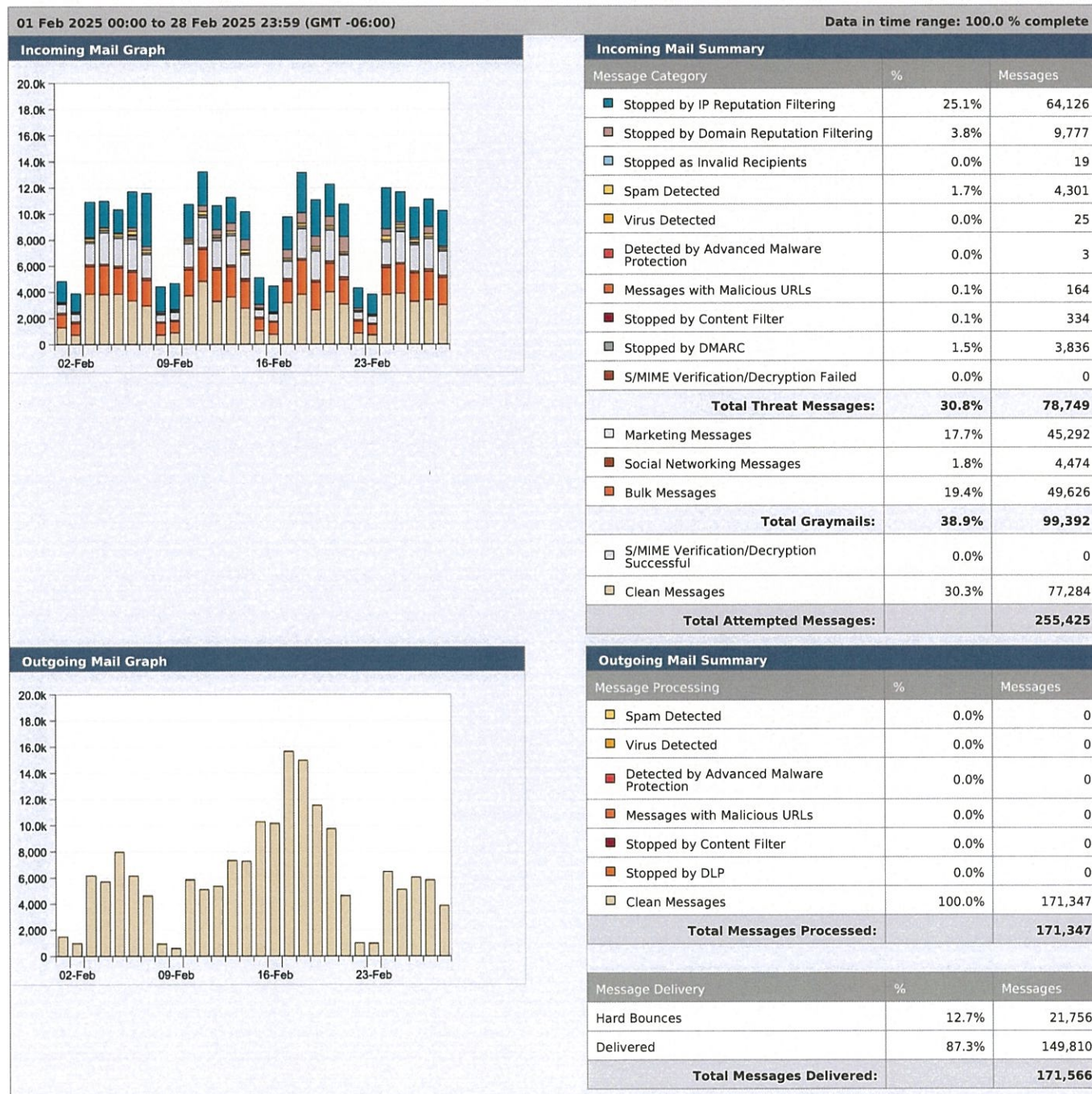






## Executive Summary

ironport.example.com





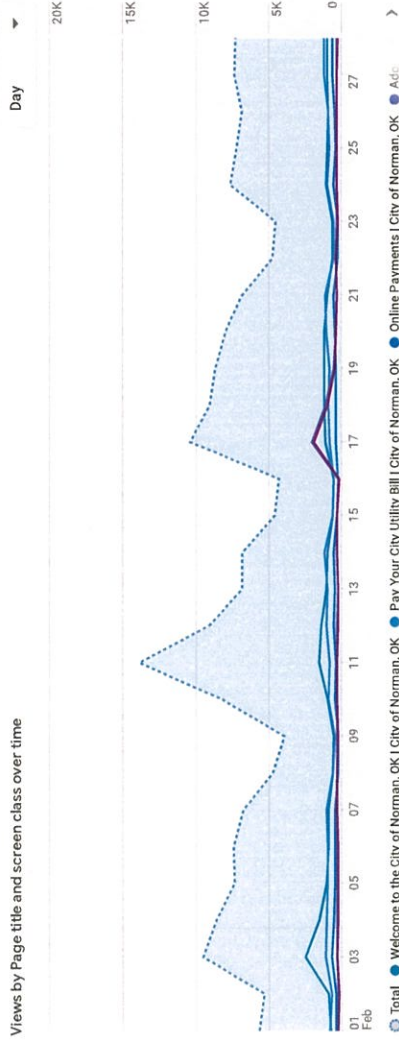
All Users Add comparison +

## Monthly Page Views

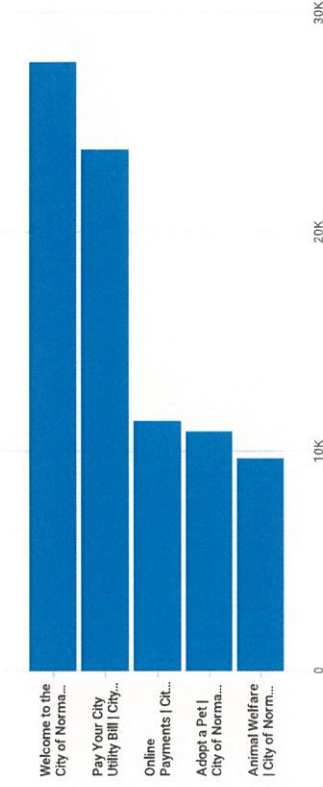
Add filter +

Custom Feb 1 - Feb 28, 2025

Views by Page title and screen class over time



Views by Page title and screen class



Plot rows Search...

Page title and screen class

+

Views

Active users

Views per active user

Average engagement time per active user

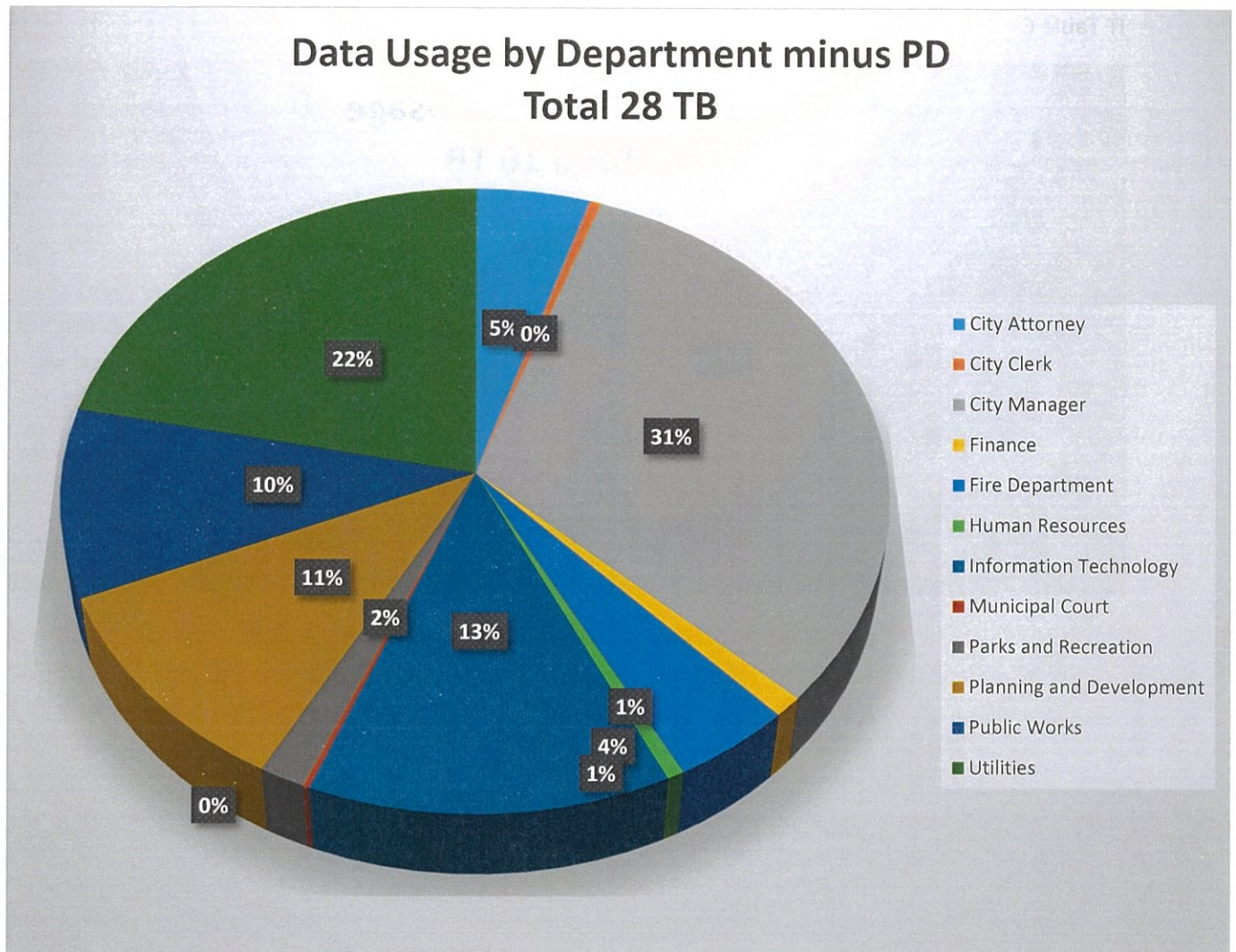
Event count All events

Rows per page: 10 Go to: 1 1-10 of 1444

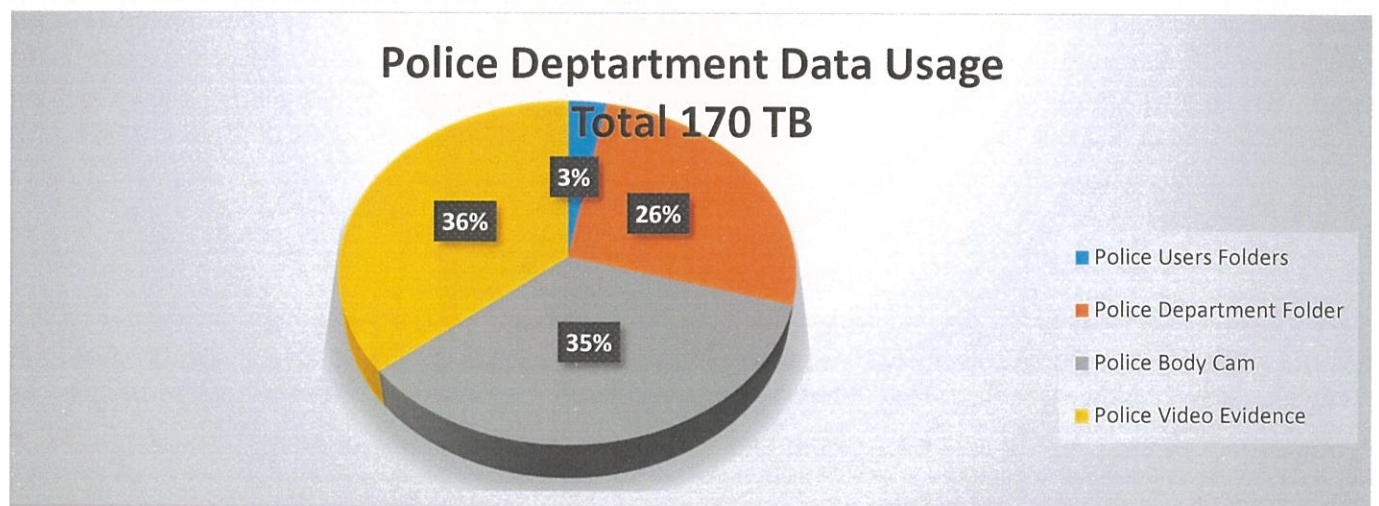
<input checked="" type="checkbox"/>	Total	201,060	63,921	3.15	56s	614,513
	100% of total	100% of total	Avg 0%	Avg 0%		100% of total
<input checked="" type="checkbox"/> 1	Welcome to the City of Norman, OK   City of Norman, OK	27,761	13,088	2.12	21s	69,281
<input checked="" type="checkbox"/> 2	Pay Your City Utility Bill   City of Norman, OK	23,775	12,797	1.86	15s	85,150
<input checked="" type="checkbox"/> 3	Online Payments   City of Norman, OK	11,388	7,108	1.60	11s	28,235
<input checked="" type="checkbox"/> 4	Adopt a Pet   City of Norman, OK	10,913	6,154	1.77	15s	35,626
<input checked="" type="checkbox"/> 5	Animal Welfare   City of Norman, OK	9,681	6,410	1.51	10s	30,010
<input type="checkbox"/> 6	Election   City of Norman, OK	5,990	3,898	1.54	42s	21,598
<input type="checkbox"/> 7	Job Opportunities   City of Norman, OK	4,875	2,916	1.67	1m 05s	14,317
<input type="checkbox"/> 8	Trash & Recycling   City of Norman, OK	3,730	2,367	1.58	42s	11,641
<input type="checkbox"/> 9	Search Results   City of Norman, OK	2,991	1,514	1.98	44s	7,022
<input type="checkbox"/> 10	Ward 7 - Stephen Tyler Holman   City of Norman, OK	2,939	2,284	1.29	34s	9,084



IT Table A

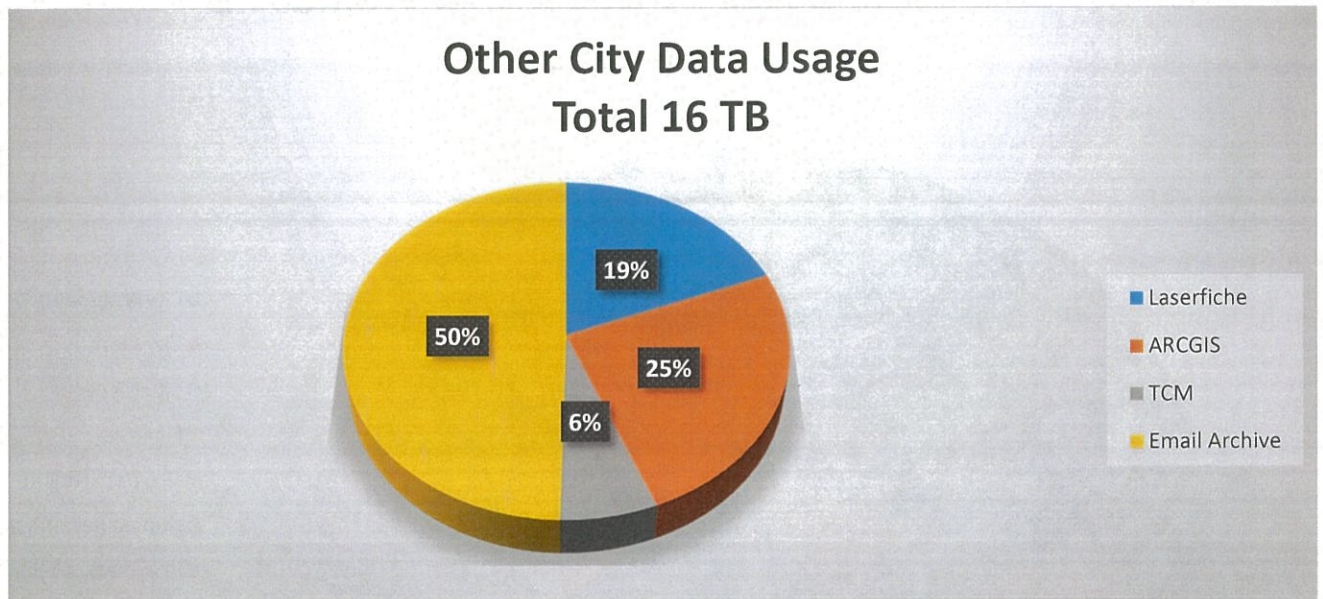


IT Table B





IT Table C



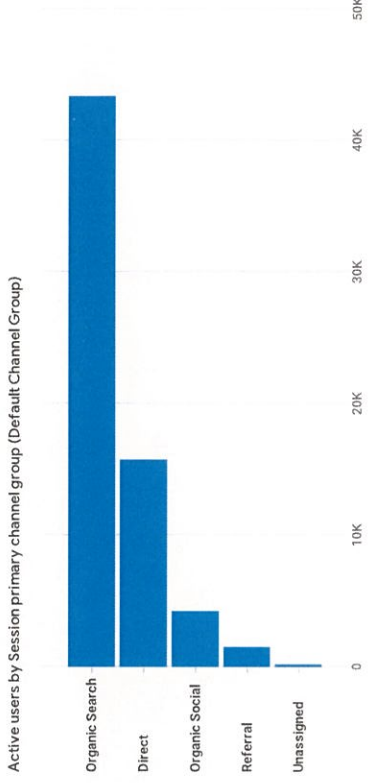
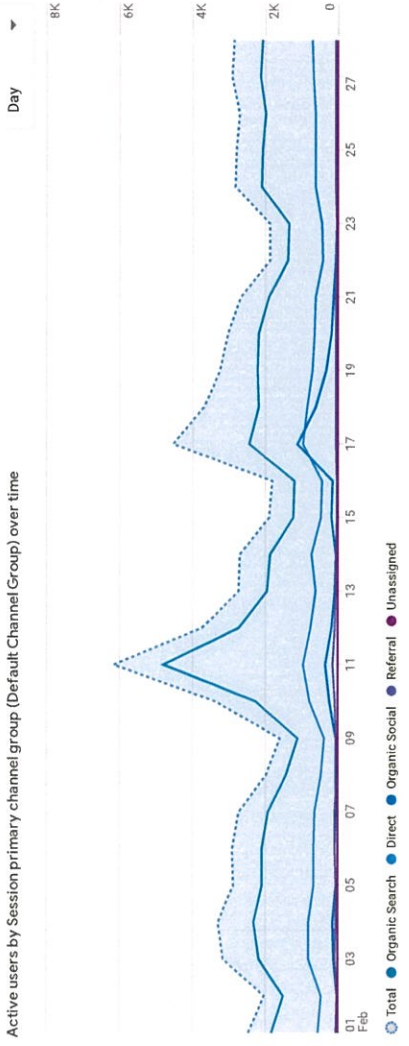


Custom Feb 1 - Feb 28, 2025

Monthly Site Traffic

Add filter

Active users by Session primary channel group (Default Channel Group) over time



Plot rows		Search...		Session primary...Channel Group		↓	Active users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per active user	Events per session	Engagement rate	Event count	Session key event rate
Total		100% of total		100% of total			63,921	109,181	63,908	32s	1.00	5.63	58.53%	614,513	0%
1 Organic Search		100% of total		100% of total			43,371	78,535	48,541	36s	1.12	5.69	61.81%	446,610	0%
2 Direct		100% of total		100% of total			15,712	22,318	11,209	23s	0.71	5.44	50.22%	121,343	0%
3 Organic Social		100% of total		100% of total			4,206	5,190	3,281	13s	0.78	5.57	63.22%	28,915	0%
4 Referral		100% of total		100% of total			1,500	2,385	1,357	42s	0.90	6.06	56.9%	14,460	0%
5 Unassigned		100% of total		100% of total			179	189	19	1m 03s	0.11	16.83	10.05%	3,180	0%
6 Organic Video		100% of total		100% of total			1	2	0	0s	0.00	2.50	0%	5	0%







## **MONTHLY REPORT - LEGAL DEPARTMENT**

**February 2025 Report  
(Submitted March 14, 2025)**

### **MONTHLY HIGHLIGHTS:**

### **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**

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

Alicia Coulter v. Jarek Butler, Ashleigh Melton, City of Norman, CIV-2024-835 (K)

This case was filed on August 13, 2024, and served on the City on January 23, 2025. It alleges claims based on the Plaintiff's arrest by officers employed by the City of Moore and subsequent incarceration in the Cleveland County Detention Center. Neither the City of Norman nor its employees were involved in the Plaintiff's arrest and subsequent incarceration.

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

#### **COURT OF CRIMINAL APPEALS**

#### **CLEVELAND COUNTY DISTRICT COURT**

##### **A. *General Lawsuits***

115 W. Main LLC v. Sooner Emerald Dreams LLC, et al., CJ-2024-1318

Allison et al v. Post et al, CV-24-3374

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

Bad Day Towing & Recovery v. City of Norman, CV-2024-2032 (K)

City v. Geoffrey and Kristin Arce, Case No. CV-2024-3662 (K, M, S)

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)

Norman Municipal Authority and City of Norman v. Flintco, LLC, et al, CJ-2024-1343

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)

University Town Center, LLC v. City of Norman et al, CJ-2024-1405

**B. *Condemnation Proceedings***

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

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

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

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

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

City of Norman v. Harold and Diana Hansmeyer, et al., 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)

Katy Construction Co., CV-2024-2213

US Bank National Association v. Hudson et al., CJ-2024-996

US Bank National Association v. Vermillion et al., CJ-2024-1019

Orrklahoma Realty – Norman, LLC v. City of Norman et al., CV-2024-2824

**D. *Municipal Court Appeals***

City of Norman v. Carisa McDonald, CM-2024-2317 (R)

**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)

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

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)

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

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

FOP Grievance FYE-25-01 – (Larry Shelton – Termination Not for Just Cause)

This grievance has been resolved and will no longer appear on the Monthly Report.

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

Yoon v. City of Norman – Charge No. 564-2024-00586

Monroe-Worthly v. City of Norman – Charge No. 564-2025-01069

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

Application of Donald R. Cox – Claim ID No. 866771528

This grievance has been resolved and will no longer appear on the Monthly Report.

Application of WJ Mack – Claim ID No. 045587093

This grievance has been resolved and will no longer appear on the Monthly Report.

Application of Perry D. Broyles – Claim ID No. 164372228

This grievance has been resolved and will no longer appear on the Monthly Report.

Application of Elisabeth Forman – Claim ID No. 564392057

The City has been removed as a former “employer” for Ms. Forman. Thus, this Claim will no longer appear on the Monthly Report

Application of Michael L. Hensley – Claim ID No. 986767813

**MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through February 2025. During the month, several court sessions were cancelled due to weather. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<b><u>ADULT CASES</u></b>			<b><u>JUVENILE CASES</u></b>			<b><u>COURT SESSIONS</u></b>		
	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 25</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 25</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 25</b>
JULY	165	464	359	7	11	25	9	10	11
AUG	241	341	493	10	7	6	13	16	13
SEPT	245	295	395	15	18	11	10	8	10



	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
OCT	244	346	420	13	7	13	9	11	10
NOV	205	292	246	10	11	15	6	10	6
DEC	165	163	314	5	9	13	8	4	8
JAN	205	280	419	9	9	11	10	5	12
FEB	256	338	318	17	20	0	10	12	6
MAR	272	466		13	8		12	10	
APR	322	443		9	11		9	14	
MAY	395	430		17	26		13	10	
JUNE	344	333		31	7		9	9	
TOTALS / YTD	3,059	4,191	2,764	156	144	94	118	119	76

### WORKERS' COMPENSATION COURT

The total number cases pending as of February 2025 are 19. There were no new workers compensation claims. One Court Order was approved by the City Council 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 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Fire	Suppression	7	4	3	9	4
Fire	Prevention					1
Parks/Rec	Facility Maintenance	1	1			
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool					1
Police	Criminal Investigation	2				1
Police	Patrol	4	1	2	1	4
Police	Administration					2
Public Works	Street Maintenance	1	1			1
Public Works	Fleet	1	1	1		
Public Works	Storm Water	2		2		
Public Works	Traffic Control				1	
Utilities	Line Maintenance				1	
Utilities	Sanitation				1	
TOTALS		19	8	8	13	14

#### *List of Pending Cases*

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

(Police, Patrol, Master Police Officer, Intestinal/Parasite/Infection)

Bernhardt, Kyle v. City of Norman, CM-2024-06289K

(FD/Suppression/Fire Driver Engineer, Left Shoulder)

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

(Police, Patrol, Master Police Officer, Left Shoulder, Neck, Left Hand, Left Arm, Left Hip, Right Knee)



Hambrick, John v. City of Norman, CM-2023-02469K

(Fire, Suppression, Firefighter, Cancer, Body as Whole)

Hiatt, Darin v. City of Norman, CM-2024-04540W

(Public Works, Streets, Heavy Equipment Operator, Neck, Left Shoulder, Left Arm)

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

(Parks & Rec, Park Maintenance, Heavy Equipment Operator, Right Knee/Reopen Request)

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

(Fire, Suppression, Fire Driver Engineer, Neck, Back UNS, Left Knee, Left Leg)

Massie, Nathan v. City of Norman, CM-2024-03408 H

(Public Works, Fleet, Service Technician, Neck+Neck, Lower Back, Ears+Neck, Bilateral Ears, Lumbar, Middle Back+Neck, Bilateral Ears, Lumbar, Middle Back, Both Shoulders, Both Arms)

Moring, Barry v. City of Norman, CM-25-00042 J

(Fire, Suppression, Fire Captain, Cancer, Body as a Whole)

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

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

Newell, Richard v. City of Norman, CEC-2022-15014 H (Request to Reopen – Change in Condition for the Worse)

(Police, Narcotics, Master Police Officer-Sergeant, Right Knee)

Pierce, Daniel Ray v. City of Norman, CM-2024-02999 H

(Police, Patrol, Master Police Officer-Sergeant, Right Knee, Reinjured)

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, Right Shoulder)

Shelton, Allen W. v. City of Norman, CM-2024-03110 X

(Public Works, Stormwater, Heavy Equipment Operator, Left Shoulder, Whole Back, Radicular Right Leg/Foot)

Simons, Michael v. City of Norman, CM-2024-04104 L

(Fire, Suppression, Firefighter, Right Knee)

Tipton, Jared v. City of Norman, CM-2024-05980 T

(Fire, Suppression, Fire Driver Engineer, R. Shoulder)

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

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

Wilson, Jerry v. City of Norman, CM-2024-04699W

(Parks & Recreation, Facility Maintenance, Tradesworker, Head, Right Shoulder, Lower Back, Right and Left Ribs)

***A Court Order in the above claim was approved by the City Council on February 11, 2025 and will no longer appear on the monthly report.***



**TORT CLAIMS**

The following is a breakdown of the Tort Claims activity through February 2025.

<b>DEPARTMENT</b>	<b>FYE 25 Month</b>	<b>FYE 25 YTD</b>	<b>FYE 24 YTD</b>	<b>FYE 23 YTD</b>	<b>FYE 22 YTD</b>
Animal Control		1		2	2
Finance – IT					
Fire			2		2
Legal					
Other		4	4	5	6
Parks		5	2	1	2
Planning		2		1	2
Police		2	8	8	8
Public Works – other		2	2	5	2
Public Works – Stormwater					1
Public Works – Engineering		1			
Public Works – Streets		7	12	8	10
Utilities – other			2		
Utilities – Water	1	4	5	16	6
Utilities – Sanitation	1	6	10	7	6
Utilities – Sewer		2	8	3	4
<b>TOTAL CLAIMS</b>	<b>2</b>	<b>36</b>	<b>55</b>	<b>56</b>	<b>51</b>

<b>CURRENT CLAIM STATUS</b>	<b>FYE 25 TO DATE</b>	<b>FYE 24</b>	<b>FYE 23</b>	<b>FYE 22</b>
Claims Filed	36	61	56	51
Claims Open and Under Consideration	8	1	0	0
Claims Not Accepted Under Statute/Other	2	1	4	3
Claims Paid Administratively	7	26	25	15
Claims Paid Through Council Approval	3	4	2	2
Claims Resulting in a Lawsuit for FY	0	1	0	5
Claims Barred by Statute (No Further Action Allowed)	4	27	25	26
Claims in Denied Status (Still Subject to Lawsuit)	12	1	0	0



**MUNICIPAL COURT**

**8**



**MUNICIPAL COURT  
MONTHLY REPORT  
FEBRUARY - FY '25**

**CASES FILED**

	<b><u>FEBRUARY</u></b>	<b><u>FY 25</u></b>	<b><u>Y-T-D</u></b>	<b><u>FEBRUARY</u></b>	<b><u>FY 24</u></b>	<b><u>Y-T-D</u></b>
Traffic	1,194		6,817	1,072		6,182
Non-Traffic	206		2,071	229		2,203
SUB TOTAL	1,400		8,888	1,301		8,385
Parking	579		6,150	977		6,147
<b>GRAND TOTAL</b>	<b>1,979</b>		<b>15,038</b>	<b>2,278</b>		<b>14,532</b>

**CASES DISPOSED**

	<b><u>FEBRUARY</u></b>	<b><u>FY 25</u></b>	<b><u>Y-T-D</u></b>	<b><u>FEBRUARY</u></b>	<b><u>FY 24</u></b>	<b><u>Y-T-D</u></b>
Traffic	932		6,395	951		5,351
Non-Traffic	288		2,097	260		1,735
SUB TOTAL	1,220		8,492	1,211		7,086
Parking	498		5,520	627		5,074
<b>GRAND TOTAL</b>	<b>1,718</b>		<b>14,012</b>	<b>1,838</b>		<b>12,160</b>

**REVENUE**

	<b><u>FEBRUARY</u></b>	<b><u>FY 25</u></b>	<b><u>Y-T-D</u></b>	<b><u>FEBRUARY</u></b>	<b><u>FY 24</u></b>	<b><u>Y-T-D</u></b>
Traffic	\$ 106,118.44		\$ 680,440.51	\$ 105,056.58		\$ 633,208.99
Non-Traffic	\$ 14,350.32		\$ 150,903.10	\$ 21,164.24		\$ 153,767.22
SUB TOTAL	\$ 120,468.76		\$ 831,343.61	\$ 126,220.82		\$ 786,976.21
Parking	\$ 20,625.00		\$ 207,328.00	\$ 23,385.00		\$ 162,265.75
<b>GRAND TOTAL</b>	<b>\$ 141,093.76</b>		<b>\$ 1,038,671.61</b>	<b>\$ 149,605.82</b>		<b>\$ 949,241.96</b>



MUNICIPAL COURT - MONTHLY REPORT  
February 2025

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 35 new cases and closed 32 cases during the month of February 2025. 1 Mediation was held.



**PARKS AND RECREATION 9**



## **Park Development Activities February 2025**

### **YFAC Pickleball and Volleyball**

Multisports, LLC completed their work to construct the new 6-court outdoor pickleball facility on the east side of the Young Family Athletic Center (YFAC). Crews from Musco Sports Lighting continued their work as weather allowed in February to install the new lights on that side of the building to light the pickleball courts, as well as the new sand volleyball and existing turf practice field at YFAC. Once all work is complete, we will finish grading the site and install all remaining concrete walkways, sod and landscaping to make the site ready for use in the spring. All work will be completed in time for spring league play at the YFAC.

### **Alameda and Carter Park**

We opened bids for construction of the new park at the corner of Alameda Street and Carter Avenue, and are now working on value-engineering some of the features in the design to keep costs in budget. We will also meet with the Naming Sub-Committee of the Park Board to select a name for the park to include in the new signage being created for what has to-date been referred to as "stormwater park". Once we have a final cost for construction, we will award a contract, and work will commence in spring, to be completed this summer.

### **Norman Forward Neighborhood Parks**

The park design for a new neighborhood park adjacent to the Links neighborhood was approved at the Park Board meeting in February. We will also work with a Naming Sub-Committee of the Park Board to name the park as part of the new park development process. Construction will now begin on the trees and trails in the park; while we solicit bids for a playground, shelter and other features in the park.

### **Forestry**

We are working with our Steering Committee for the Urban Forest Master Plan being developed by DAVEY Resource Group to prepare for a community input meeting in March. That meeting will help discover what residents want to see done by the city to preserve and expand our urban forest—followed by several stakeholder meetings with local groups who will be affected by such a plan.

We are also wrapping up our tree planting projects in several parks for this winter dormant period. At those sites, we will be adding irrigation systems and/or hose water sources to allow us to help the trees establish in the first years they spend in the park before we ween them off those systems as they put on a healthy canopy and robust root system that will support them for decades to come.



## February 2025 PARK MAINTENANCE DIVISION

<b>SAFETY REPORT</b>	<b>FY25 MTD</b>	<b>FY25 YTD</b>		<b>FY24 MTD</b>	<b>FY24 YTD</b>
On-The-Job Injuries	2	10		0	6
Vehicle Accidents	2	3		0	0
Employee responsible	1	2		0	0
<b>ROUTINE ACTIVITY</b>					
Big Mowing	0	542.00		0.00	925.75
Trim Mowing	0	3749.75		7.00	5797.00
Chemical Spraying	121	566.50		0.00	1948.00
Fertilization	0	20.00		0.00	92.00
Park Tree Work	84	1628.25		54.00	1004.75
Street Tree Work	0	128.00		0.00	16.00
Trash Maintenance	237.25	1997.00		417.00	4354.25
Sprinkler Maintenance	73	1034.75		93.25	1607.50
Watering	0	96.00		0.00	73.00
Painting	6	54.00		0.00	138.00
Landscape Maintenance	396	2404.00		359.50	2994.00
Seeding/Sodding	0	37.00		0.00	45.50
Ballfield Maintenance	170	408.25		0.00	101.00
Fence Repairs	34	284.00		24.00	384.75
Equipment Repairs/Maintenance	144	1657.25		93.50	2408.25
Material Hauling	134	510.25		14.00	634.50
Snow/Ice Removal	423.25	537.00		0.00	297.00
Christmas Setup	6	542.25		36.00	1146.00
Vector Control	0	111.00		0.00	144.00
Events	63	776.25		86.00	590.75
Vandalism Repair	81.5	243.25		4.00	385.00
Trail Maintenance	131	272.00		0.00	150.00
Playground Maintenance	7.5	561.00		1.00	1279.50
Restroom Maintenance	36	76.00		59.75	783.00
Carpentry/Welding	262.75	1412.25		136.00	1577.50
Shop Time	11	86.00		63.00	539.25
Special Projects	12.25	268.75		198.75	1387.75
Miscellaneous	76	306.50		170.50	1019.50
Shopping Carts (by cart, not hours)	1	91			



**FEBRUARY 2025  
RECREATION DIVISION  
MONTHLY REPORT**

**Little Axe Community Center:** For the month of February, the After School Program had fourteen kids enrolled with an average of nine kids attending daily. The children worked on winter crafts and played games inside with most days being below freezing. The Center worked with Little Axe High School students on WAT (Work Adjustment Training) Program twice a week. The Center has a small food pantry on Mondays for the Little Axe Community. We had our monthly OHCE meeting and P.L.S offered free craft classes to the community while offering story time. P.L.S. also had an on hand librarian to take care of any library needs. The Center has welcome back Community Action out of Shawnee to help any community members in need or may need assistance. Community Action is at the Little Axe Community Center on Fridays from 1pm to 4pm.

**12th Avenue Recreation Center:** 12<sup>th</sup> Avenue Recreation Center averaged 32 students in the After School Program for the month of February. The number of days the kids were in school took a big hit as they canceled numerous days because of snow and icy weather. Staff also assisted in the annual Daddy Daughter Dance at the YFAC, along with the Out of School Camps at 12<sup>th</sup> Avenue Recreational Center. Classes and rentals continued as normal with more birthday rentals in the month of February.

**Irving Recreation Center:** This month at Irving we had a total of 29 students enrolled in our After School Program. We had 286 total visits with an average of 20 students per day. Half way through the month school and camp was closed for a week due to weather. When we were able to meet, we went outside and played large group games. A mock schedule for our summer camp was created and approved. A new system for tracking attendance at rentals was created which should allow for more accurate tracking of attendance.

**Whittier Recreation Center:** This month at Whittier Recreation Center our After School Program continued with 23 students enrolled, and an average daily attendance of about 14 children. The Recreation Center is still closed for renovations, so no activities or programs are being held currently.

<b>FACILITY ATTENDANCE:</b>	<b>Month</b>	<b>Year to Date</b>
Little Axe Community Center	451	6,886
12th Avenue Recreation Center	1,533	13,651
Irving Recreation Center	286	3,118
Whittier Recreation Center	227	3,310
Reaves Center	300	2,400
Tennis Center	2,549	23,647



# YOUNG FAMILY ATHLETIC CENTER

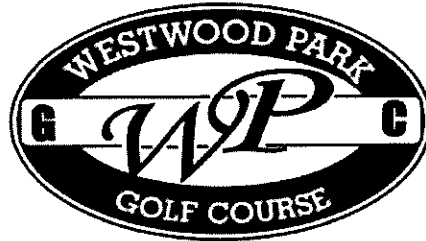
FEBRUARY 2025

	FYE 2025 MTD	FYE 2025 YTD
YFAC Memberships	\$4,830.00	\$25,290.00
YFAC Day Passes	\$113.00	\$884.00
YFAC Gym Passes	\$2,333.00	\$19,489.00
YFAC Aqua Class/Camp	\$2,125.00	\$4,736.00
YFAC GYM Class/Camp	\$0.00	\$2,125.00
YFAC Misc Class/Camp	\$0.00	\$51,146.00
YFAC POOL Rental	\$13,269.50	\$97,077.00
YFAC GYM Rental	\$4,387.00	\$11,111.16
YFAC MISC Rental	\$1,000.00	\$1,375.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$15,850.00	\$132,535.66
YFAC Leases	\$0.00	\$30,131.69
YFAC Other Revenue/Advertising	\$0.00	\$58,631.81
YFAC Leagues	\$0.00	\$0.00
<b>TOTAL INCOME</b>	<b>\$43,907.50</b>	<b>\$381,261.32</b>
YFAC GYM Expenditures	\$14,202.21	\$109,134.10
YFAC POOL Expenditures	\$18,478.93	\$171,009.84
<b>EXPENDITURES</b>	<b>\$32,681.14</b>	<b>\$280,143.94</b>
Income vs. Expenditures	\$11,226.36	\$101,117.38



**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**





**FEBRUARY 2025**

**Westwood Golf Course Division Monthly Progress Report**

ACTIVITY	FEB FYE 25	FEB FYE 24
Regular Green Fees	301	514
Senior Green Fees	193	338
Junior Fees	85	109
School Fees ( high school golf team players)	236	49
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	189	842
Employee Comp Rounds	86	306
Golf Passport Rounds	0	0
9-Hole Green Fee	86	172
2:00 Fees	157	450
Dusk Fees or 5:00 Fees	29	41
PGA Comp Rounds	1	1
*Rainchecks (not counted in total round count)	7	14
Misc Promo Fees (birthday, players cards, OU student)	32	62
Green Fee Adjustments (fee difference on rainchecks)	0	5
<b>Total Rounds</b> (*not included in total round count)	<b>1395</b>	<b>2889</b>
% change from FY '24	-51.71%	
<b>Range Tokens</b>	<b>1817</b>	<b>2788</b>
% change from FY '24	-34.83%	
18 - Hole Carts	47	68
9 - Hole Carts	13	24
½ / 18 - Hole Carts	485	712
½ / 9 - Hole Carts	97	189
<b>Total Carts</b>	<b>642</b>	<b>993</b>
% change from FY '24	-35.35%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
<b>Total Trail Fees</b>	<b>0</b>	<b>0</b>
% change from FY '24	0.00%	
<b>TOTAL REVENUE</b>	<b>\$62,947.11</b>	<b>\$83,642.34</b>
% change from FY '24	-24.74%	



**FEBRUARY 2025  
WESTWOOD GOLF DIVISION  
MONTHLY PROGRESS REPORT**

<b>SAFETY REPORT</b>				
	<b>FY 2025</b>	<b>FY 2025</b>	<b>FY 2024</b>	<b>FY 2024</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Injuries On The Job	1	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0
<b>FINANCIAL INFORMATION</b>				
	<b>FY 2025</b>	<b>FY 2025</b>	<b>FY 2024</b>	<b>FY 2024</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$21,381.58	\$242,847.54	\$35,868.65	\$329,470.27
Driving Range	\$7,268.00	\$71,028.00	\$11,423.78	\$79,380.09
Cart Rental	\$10,181.27	\$131,842.12	\$18,574.78	\$171,795.88
Golf Classes	\$0.00	\$0.00	\$0.00	\$0.00
Golf Shop Rentals	\$164.44	\$2,107.72	\$150.29	\$1,852.55
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$0.00
Golf Cart Capital	\$889.61	\$10,368.04	\$1,112.21	\$10,161.06
Golf Merchandise	\$7,043.61	\$125,617.32	\$9,978.28	\$118,962.94
Restaurant	\$4,535.50	\$95,619.50	\$6,146.60	\$102,942.05
Golf Membership	\$11,383.79	\$85,014.01	\$0.00	\$0.00
Interest Earnings	\$99.31	\$11,925.05	\$387.75	\$128,498.70
<b>TOTAL INCOME</b>	<b>\$62,947.11</b>	<b>\$776,369.30</b>	<b>\$83,642.34</b>	<b>\$945,056.33</b>
Expenditures	\$114,799.68	\$1,018,869.00	\$96,077.81	\$931,501.37
Income vs Expenditures	-\$51,852.57	-\$242,499.70	-\$12,435.47	\$13,554.96
Rounds of Golf	1,395	21,061	2,889	20,782

Westwood maintenance staff continues the cleanup of brush and debris left behind from tree and brush removal in the ditches and perimeter area of the course.

Staff is backfilling the cart path and doing drainage work on #7 pond area to make way for the spring sod work to complete this project.

We are working to resolve the infield issues (putting and chipping green areas) and the drainage outlet pipe is completely clogged with tree roots at the drainage exit, next to #18 green cart path.

The next bunker renovation will be #2 greenside bunker.



**FEBRUARY 2025**  
**WESTWOOD FAMILY AQUATIC CENTER**

<b>FINANCIAL INFORMATION MONTHLY PROGRESS REPORT</b>				
	<b>FY 2025 MTD</b>	<b>FY 2025 YTD</b>	<b>FY 2024 MTD</b>	<b>FY 2024 YTD</b>
Swim Pool Passes	\$5,800.00	\$18,030.00	\$5,880.00	\$11,730.00
Swim Pool Gate Admission	\$0.00	\$189,589.00	\$0.00	\$186,635.00
Swim Lesson Fees	\$5,115.00	\$10,031.00	\$5,655.00	\$13,780.15
Swim Pool Rental	\$1,850.00	\$57,031.37	\$0.00	\$47,927.56
Swim Pool Classes	\$1,850.00	\$3,400.00	\$3,300.00	\$6,357.00
Swim Pool Merchandise Sales	\$0.00	\$336.58	\$0.00	\$236.44
Swim Pool Concessions	\$0.00	\$98,762.76	\$0.00	\$104,250.55
<b>TOTAL INCOME</b>	<b>\$14,615.00</b>	<b>\$377,180.71</b>	<b>\$14,835.00</b>	<b>\$385,751.70</b>
Expenditures	\$24,503.95	\$658,053.25	\$15,203.75	\$723,996.60
Income vs Expenditures	-\$9,888.95	-\$280,872.54	-\$368.75	-\$338,244.90
<b>ATTENDANCE INFORMATION</b>				
	<b>FY 2025 MTD</b>	<b>FY 2025 YTD</b>		<b>FY 2024 YTD</b>
Pool Attendance	0	51763	0	30941
Adult Lap Swim Morning/Night	0	125	0	219
Water Walkers	0	3851	0	200
Toddler Time	0	673	0	393
Water Fitness	0	1654	0	186
Swim Team	0	60	0	10
Scuba Rentals	0	22	0	13
Scuba Participants	0	69	0	35
Swim Lesson	0	295	0	1275
Private Swim Lessons	0	30	0	35
Special Events	0	12	0	7
Party/Rentals	0	17	0	86
<b>TOTAL FY 2025 ATTENDANCE</b>	<b>0</b>	<b>58571</b>	<b>0</b>	<b>33400</b>
<b>ATTENDANCE INFORMATION MAY 2024 TO NOVEMBER 2024</b>				
	Pool Attendance	99,996		
	Adult Lap Swim Morning/Night	127		
	Water Walkers	3,886		
	Toddler Time	1,157		
	Water Fitness	1,793		
	Swim Team	118		
	Scuba Rentals	34		
	Scuba Participants	125		
	Swim Lesson	375		
	Private Swim	61		
	Special Events	16		
	Party/Rentals	50		
	<b>TOTAL ATTENDANCE</b>	<b>107,738</b>		



## **FACILITY MAINTENANCE**

**9B**





## Cost by Building with Maint Type

								Feb-25
Building	Maint Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
12TH AVE REC CENTER - 1701 12TH AVE NE A - COURTS - 321 N WEBSTER		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	40.43	0.00	0.00	0.00	0.00	0.00
	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	HVAC	422.86	422.86	0.00	0.00	0.00	0.00	0.00
ADULT WELLNESS AND EDUCATION CENTER - 602 N AGING SERVICES - 329 ANDREWS PARK - 200 W ANIMAL WELFARE - 3428 S JENKINS	PLUMBING	246.14	161.73	84.41	0.00	0.00	0.00	0.00
	<b>Totals:</b>	790.30	705.89	84.41	0.00	0.00	0.00	0.00
	ELECTRICAL	895.60	895.60	0.00	0.00	0.00	0.00	0.00
	HVAC	193.66	193.66	0.00	0.00	0.00	0.00	0.00
	PLUMBING	484.23	40.43	443.80	0.00	0.00	0.00	0.00
ANTIQUE GARDEN B - POLICE DEPT -112 W DAWS	<b>Totals:</b>	1,573.49	1,129.69	443.80	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	74.27	74.27	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	74.27	74.27	0.00	0.00	0.00	0.00	0.00
C - HR, IT - 313 N WEBSTER	ELECTRICAL	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	HVAC	226.00	226.00	0.00	0.00	0.00	0.00	0.00
	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	468.60	468.60	0.00	0.00	0.00	0.00	0.00
	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
CHRISTMAS LIGHTS CITY HALL	<b>Totals:</b>	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	GENERAL	61.83	40.43	21.40	0.00	0.00	0.00	0.00
	HVAC	193.66	193.66	0.00	0.00	0.00	0.00	0.00
	PLUMBING	283.03	283.03	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	538.53	517.13	21.40	0.00	0.00	0.00	0.00
CITY HALL - 201 W GRAY		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	74.27	74.27	0.00	0.00	0.00	0.00	0.00
	PLUMBING	121.83	40.43	81.40	0.00	0.00	0.00	0.00
COMMUNITY PARKS	<b>Totals:</b>	0.00	195.57	81.40	0.00	0.00	0.00	0.00
	ELECTRICAL	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	161.73	161.73	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CITY HALL - 201 W GRAY	ELECTRICAL	222.38	222.38	0.00	0.00	0.00	0.00	0.00
	GENERAL	138.22	138.22	0.00	0.00	0.00	0.00	0.00
	HVAC	802.19	802.19	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	1,203.22	1,203.22	0.00	0.00	0.00	0.00	0.00
COMMUNITY PARKS	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	PLUMBING	60.65	60.65	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	141.52	141.52	0.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D - DEVELOPMENT CENTER - 225 N WEBSTER	ELECTRICAL	303.25	303.25	0.00	0.00	0.00	0.00	0.00
	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	266.33	266.33	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	650.45	0.00	0.00	0.00	0.00	0.00
DEVELOPMENT CENTER		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	HVAC	309.86	309.86	0.00	0.00	0.00	0.00	0.00
	PLUMBING	280.87	80.87	200.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	590.72	390.72	200.00	0.00	0.00	0.00	0.00
FACILITY MAINTENANCE	ELECTRICAL	1,643.62	1,643.62	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	1,643.62	1,643.62	0.00	0.00	0.00	0.00	0.00



FIRE STATION 1 - 411 E MAIN	ELECTRICAL	47.28	40.43	6.85	0.00	0.00	0.00	0.00
	HVAC	167.10	167.10	0.00	0.00	0.00	0.00	0.00
	PLUMBING	181.95	181.95	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	396.34	389.49	6.85	0.00	0.00	0.00	0.00
FIRE STATION 2 - 2211 W BOYD	PLUMBING	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	161.73	161.73	0.00	0.00	0.00	0.00	0.00
FIRE STATION 4 - 4145 W	HVAC	185.67	185.67	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	185.67	185.67	0.00	0.00	0.00	0.00	0.00
FIREHOUSE ART CENTER - 444 S FLEET	ELECTRICAL	283.03	283.03	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	283.03	283.03	0.00	0.00	0.00	0.00	0.00
MAINTENANCE - 1301 DAVINCI	ELECTRICAL	2,514.51	1,522.32	992.19	0.00	0.00	0.00	0.00
	GENERAL	133.27	133.27	0.00	0.00	0.00	0.00	0.00
	PLUMBING	1,425.11	444.77	980.34	0.00	0.00	0.00	0.00
	<b>Totals:</b>	4,072.88	2,100.35	1,972.53	0.00	0.00	0.00	0.00
GRIFFIN PARK - 1001 E	HVAC	92.84	92.84	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	92.84	92.84	0.00	0.00	0.00	0.00	0.00
IRVING REC CENTER - 1920	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	40.43	40.43	0.00	0.00	0.00	0.00	0.00
IRVING RECREATION		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LINDSEY YARD - STORMWATER LINE	HVAC	37.13	37.13	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	37.13	37.13	0.00	0.00	0.00	0.00	0.00
MAINTENANCE LITTLE AXE REC CENTER - 1000	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	80.87	80.87	0.00	0.00	0.00	0.00	0.00
NE 168TH AVE	PLUMBING	150.14	121.30	28.84	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	121.30	28.84	0.00	0.00	0.00	0.00
MOORE- LINDSAY	HVAC	154.93	154.93	0.00	0.00	0.00	0.00	0.00
	PLUMBING	348.37	80.87	267.50	0.00	0.00	0.00	0.00
	<b>Totals:</b>	503.30	235.80	267.50	0.00	0.00	0.00	0.00
HISTORIC MUNICIPAL COURT		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NE LIONS PARK - 1800	ELECTRICAL	283.03	283.03	0.00	0.00	0.00	0.00	0.00
	HVAC	111.40	111.40	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	394.44	394.44	0.00	0.00	0.00	0.00	0.00
NORTHCLIFF NEIGHBORHOOD PARKS	PLUMBING	3,619.04	1,213.00	2,406.04	0.00	0.00	0.00	0.00
	<b>Totals:</b>	3,619.04	1,213.00	2,406.04	0.00	0.00	0.00	0.00
NORMAN INVESTIGATION S CENTER -	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	HVAC	114.60	114.60	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	235.90	235.90	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC	HVAC	151.73	151.73	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	151.73	151.73	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC	GENERAL	38.73	38.73	0.00	0.00	0.00	0.00	0.00
	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	79.17	79.17	0.00	0.00	0.00	0.00	0.00
LIBRARY - EAST	HVAC	190.46	190.46	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	190.46	190.46	0.00	0.00	0.00	0.00	0.00
RADIO TOWER - PARKS	HVAC	154.93	154.93	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	154.93	154.93	0.00	0.00	0.00	0.00	0.00
MAINTENANCE POLICE	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	40.43	40.43	0.00	0.00	0.00	0.00	0.00
SHOOTING POLICE STATION		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ROTARY PARK - 1501 W BOYD	HVAC	74.27	74.27	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	74.27	74.27	0.00	0.00	0.00	0.00	0.00
RUBY GRANT PARK - 3110 W SANITATION - 2301	HVAC	92.84	92.84	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	92.84	92.84	0.00	0.00	0.00	0.00	0.00
SANTA FE RAILROAD	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	121.30	121.30	0.00	0.00	0.00	0.00	0.00
SHOP TIME	PLUMBING	124.43	40.43	84.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	124.43	40.43	84.00	0.00	0.00	0.00	0.00
	GENERAL	2,865.45	2,865.45	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	2,865.45	2,865.45	0.00	0.00	0.00	0.00	0.00



TRAFFIC	PLUMBING	124.43	40.43	84.00	0.00	0.00	0.00	0.00
CONTROL -	Totals:	124.43	40.43	84.00	0.00	0.00	0.00	0.00
TRANSFER	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
STATION -	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
TRANSIT	PLUMBING	283.03	283.03	0.00	0.00	0.00	0.00	0.00
CENTER - 320 E	Totals:	283.03	283.03	0.00	0.00	0.00	0.00	0.00
TRANSIT/PUBLI	HVAC	232.39	232.39	0.00	0.00	0.00	0.00	0.00
C SAFETY -	Totals:	232.39	232.39	0.00	0.00	0.00	0.00	0.00
VETERANS	ELECTRICAL	20.22	20.22	0.00	0.00	0.00	0.00	0.00
CENTER	Totals:	20.22	20.22	0.00	0.00	0.00	0.00	0.00
WARMING	ELECTRICAL	192.66	80.87	111.79	0.00	0.00	0.00	0.00
SHELTER - 109	GENERAL	268.03	268.03	0.00	0.00	0.00	0.00	0.00
W GRAY	PLUMBING	529.54	485.20	44.34	0.00	0.00	0.00	0.00
	Totals:	990.23	834.10	156.13	0.00	0.00	0.00	0.00
WATER	PLUMBING	210.30	121.30	89.00	0.00	0.00	0.00	0.00
RECLAMATION -	Totals:	210.30	121.30	89.00	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
TREATMENT	Totals:	80.87	80.87	0.00	0.00	0.00	0.00	0.00
WESTWOOD		740.94	0.00	0.00	0.00	740.94	0.00	0.00
GOLF COURSE -	PLUMBING	60.65	60.65	0.00	0.00	0.00	0.00	0.00
2400	Totals:	801.59	60.65	0.00	0.00	740.94	0.00	0.00
WESTWOOD	ELECTRICAL	939.02	363.90	575.12	0.00	0.00	0.00	0.00
TENNIS	Totals:	939.02	363.90	575.12	0.00	0.00	0.00	0.00
WHITTIER		0.00	0.00	0.00	0.00	0.00	0.00	0.00
RECREATION	Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
YOUNG	ELECTRICAL	289.10	289.10	0.00	0.00	0.00	0.00	0.00
FAMILY	GENERAL	313.47	313.47	0.00	0.00	0.00	0.00	0.00
ATHLETIC	HVAC	1,817.21	1,817.21	0.00	0.00	0.00	0.00	0.00
CENTER - 2201	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
TRAE YOUNG	Totals:	2,621.94	2,621.94	0.00	0.00	0.00	0.00	0.00
		56,418.73	43,052.80	13,002.04	0.00	1,481.87	0.00	



**PLANNING AND COMMUNITY DEVELOPMENT 10**



Report Category	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation
Residential, Accessory Structure	PRAB202404475	2025-02-03	1720 QUAIL CREEK DR	1928	RE	5	QUAIL CREEK ACRES #1	VBD OUTDOOR LIVING	\$ 180,000.00
	PRAB202500068	2025-02-14	3312 WOODSBORO DR	192	R-1	8	CROSSROADS WEST #3	THOMAS, SETH	\$ 9,000.00
	PRAB202500121	2025-02-06	9908 144TH AVE NE	2500	A-2	5	PRIDE #034	DAVID STITT	\$ 75,000.00
	PRAB202500250	2025-02-14	132 MOUNT VERNON DR	128	R-1	6	LAKEVIEW TERRACE	LEEHAN, DENNIS MICHAEL	\$ 8,000.00
	PRAB202500356	2025-02-18	9701 E LINDSEY ST	1200	A-2	5	LAKEWOOD ACRES	BETTER BARNS	\$ 73,311.73
	PRAB202500407	2025-02-10	14209 INDIAN RDG	720	A-2	5	INDIAN HILLS RIDGE ESTATES COS	MATTHEW ELLIOTT	\$ 15,000.00
	PRAB202500417	2025-02-14	1410 72ND AVE NE	4000	A-2	5	LAGO RANCHERO	THOMAS E FAZENDIN	\$ 50,000.00
	PRAB202500424	2025-02-14	4312 EAGLE CLIFF DR	320	R-1	7	EAGLE CLIFF SOUTH SEC 5	TUFF SHED INC	\$ 20,000.00
8									\$ 430,311.73
Residential, Accessory Dwelling Unit	PRADU202404308	2025-02-06	347 WOODCREST DR	640	R-1	6	WOODCREST ESTATES #1	DALE ROBINETT	\$ 40,000.00
	PRADU202404523	2025-02-04	6900 GOERTZEN DR	1456	A-2	5	GOERTZEN ADD	M&P INVESTMENTS, LLC	\$ 175,000.00
	PRADU202405398	2025-02-07	3813 CARRINGTON LN	400	R-1	8	CARRINGTON PLACE ADD SEC 2	IRON BISON HOMES	\$ 140,000.00
3									\$ 355,000.00
Residential, Addition/Alteration	PRAD202405319	2025-02-24	624 SINCLAIR DR	2400	RM-2	1	COLONIAL EST # 8	JOBIN CHERIAN	\$ 90,000.00
	PRAD202500033	2025-02-10	1909 CLOVERDALE LN	250	R-1	5	EAST RIDGE ADD SEC 16	MARY MONICA FOWLER	\$ 20,000.00
	PRAD202500474	2025-02-18	500 LEGACY CT	519	PUD	6	VINTAGE CREEK ADDITION	MONARCH HOMES, LLC	\$ 120,000.00
	PRAD202500507	2025-02-21	3925 NICOLE CIR	306	R-1	8	CASTLEROCK ADD #3	FOUR SEASONS SUNROOMS	\$ 49,230.00
4									\$ 279,230.00
Residential, Carport	PRCP202500084	2025-02-05	221 W MOSIER ST	240	R-2	4	HIGHLAND ADDITION	ROSE ROCK HABITAT FOR HUMANITY, INC	\$ 2,800.00
1									\$ 2,800.00
Residential, Demolition	PRDE202500348	2025-02-28	821 E SYMMES ST		R-2	4	ANIOL ADD	RIOS JUNK REMOVAL	N/A
1									\$ -
Residential, Manufactured Home	PRMF202500076	2025-02-11	1900 COUNTRYWOOD ESTATES	2128	A-2	5	CLEAR BAY ESTATES COS	CLAYTON HOMES OF OKLAHOMA CITY	\$ 160,000.00
	PRMF202500274	2025-02-05	14100 E CEDAR LANE RD	2280	A-2	5	NOT SUBDIVIDED	MEDLOCK, TORRANCE	\$ 222,000.00
2									\$ 382,000.00





# February 2025 Residential Permit Activity



# February 2025 Residential Permit Activity





## February 2025 Residential Permit Activity

Residential, Solar	PRSSO202500438	2025-02-10	821 COOPERS HAWK DR	R-1	7	EAGLE CLIFF ADD #3	GREEN LIGHT SOLAR	\$	26,892.00
	1							\$	26,892.00
Residential, Storm Shelter	PRSS202500345	2025-02-06	910 EAGLEROCK LN	PUD	8	GREENLEAF TRAILS ADD, SEC 6	OZ SAFEROOMS	\$	13,575.00
	PRSS202500370	2025-02-11	2009 OAKCREEK DR	R-1	1	OAKHURST ADD SEC 12	FLATSAFE TORNADO SHELTERS	\$	4,600.00
	PRSS202500376	2025-02-03	1410 VALLEY RIDGE RD	R-1	3	BROOKHAVEN 3RD	STORM SAFE SHELTER, LLC	\$	3,499.00
	PRSS202500385	2025-02-04	1921 EAST VIEW DR	R-1	5	EAST RIDGE ADDITION SECTION 11	STORM SAFE SHELTER, LLC	\$	2,500.00
	PRSS202500387	2025-02-12	3035 RED CEDAR WAY	PUD	8	GREENLEAF TRAILS ADD SEC 12	FLAT SAFE TORNADO SHELTERS	\$	3,000.00
	PRSS202500391	2025-02-04	1312 SKYLER WAY	R-1	7	CEDAR LANE SEC 1	STORM SAFE SHELTER, LLC	\$	4,500.00
	PRSS202500422	2025-02-06	421 MISTY RIDGE DR	R-1	1	SUMMIT LAKES ADDITION SEC 4	OKLAHOMA SHELTERS	\$	4,500.00
	PRSS202500427	2025-02-11	707 MIDLAND VALLEY ST	PUD	8	GREENLEAF TRAILS ADD SEC 10	FLATSAFE TORNADO SHELTERS	\$	3,000.00
	PRSS202500443	2025-02-07	320 W JOHNSON ST	R-1	4	SOONER HOMES ADD	OKLAHOMA SHELTERS	\$	3,600.00
	PRSS202500456	2025-02-10	2681 BRENTWOOD DR	R-1	2	NORMANDY PARK	STORM SAFE SHELTER, LLC	\$	2,800.00
	PRSS202500478	2025-02-13	1513 CANTERBURY ST	R-1	2	WOODSLAWN 3RD ADD	STORM SAFE SHELTER, LLC	\$	3,800.00
	PRSS202500483	2025-02-24	1600 GRAND CANYON DR	A-2	5	LINDSEY HEIGHTS	BIGGS BACKHOE, INC	\$	4,900.00
	PRSS202500486	2025-02-13	2808 VILLAGE LAKE DR	R-1	8	HIGHLAND VILLAGE ADD, SEC 10	GROUND ZERO SHELTERS	\$	2,645.00
	PRSS202500506	2025-02-21	1329 LAKECREST DR	R-1	6	LAKECREST ESTATES	OKLAHOMA SHELTERS	\$	5,100.00
	PRSS202500543	2025-02-24	516 TYLER DR	R-1	6	ALAMEDA PARK ADD SEC 3	OKLAHOMA SHELTERS	\$	4,400.00
	PRSS202500560	2025-02-21	725 OZARK LN	PUD	8	GREENLEAF TRAILS ADD SEC 12	STORM SAFE SHELTER, LLC	\$	3,000.00
	PRSS202500565	2025-02-24	4790 E INDIAN HILLS RD	A-2	5	NOT SUBDIVIDED	STORM SAFE SHELTER, LLC	\$	3,800.00
	PRSS202500572	2025-02-21	608 CAROLYN RIDGE RD	PUD	6	RED CANYON RANCH SEC 5	OKLAHOMA SHELTERS	\$	3,200.00
	PRSS202500573	2025-02-21	708 CAVECREEK ST	R-1	6	SHADOWLAKE ADD, SEC 4	OKLAHOMA SHELTERS	\$	3,200.00
	PRSS202500593	2025-02-25	3815 SKYLER WAY	R-1	7	CEDAR LANE SEC III	STORM SAFE SHELTER, LLC	\$	2,500.00
	PRSS202500595	2025-02-25	3819 SKYLER WAY	R-1	7	CEDAR LANE SEC III	STORM SAFE SHELTER, LLC	\$	2,500.00
	PRSS202500597	2025-02-26	3805 LLEYTON DR	R-1	7	CEDAR LANE SEC III	STORM SAFE SHELTER, LLC	\$	2,500.00
	PRSS202500599	2025-02-25	1518 FLINT HILLS ST	PUD	8	FLINT HILLS SEC. 1	STORM SAFE SHELTER, LLC	\$	3,000.00
	PRSS202500600	2025-02-26	1906 HOLLOW CREST CT	R-1	5	SUMMIT VALLEY ADD SEC 3	DREAM MAKER, LLC	\$	3,600.00
	PRSS202500607	2025-02-26	817 ANDREA ST	R-1	2	CANADIAN TRAILS 3	FLATSAFE TORNADO SHELTERS	\$	4,175.00





**February 2025 Residential Permit Activity**

**February 2025 Residential Permit Activity**





## February 2025 Residential Permit Activity

CATEGORY	COUNT	VALUATION
Residential, Accessory Structure	8	\$ 430,311.73
Residential, Accessory Dwelling Unit	3	\$ 355,000.00
Residential, Addition / Alteration	4	\$ 279,230.00
Residential, Carport	1	\$ 2,800.00
Residential, Demolition	1	N/A
Residential, Manufactured Home	2	\$ 382,000.00
Residential, New Single Family Dwelling	15	\$ 4,560,700.00
Residential, Pool	8	\$ 869,300.00
Residential, Solar	1	\$ 26,892.00
Residential, Storm Shelter	28	\$ 109,444.00
Total	71	\$ 7,015,677.73






Monthly Permit Activity Summary with Details  
February 2025

		2025		2024	
Group	Category	Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration			7	\$ 584,752.00
	Multi-Family, Demolition			1	\$ 13,000.00
	Multi-Family, Fire			5	\$ 50,978.21
	Multi-Family, Foundation Only			2	\$ 930,000.00
	Multi-Family, New Multi-Unit Residential	1	\$ 7,688,454.00	2	\$ 3,100,000.00
	Multi-Family, Repair	1	\$ 30,000.00	3	\$ 800,792.00
	Residential, Accessory Structure	20	\$ 1,136,287.84	104	\$ 4,329,180.27
	Residential, Accessory Dwelling Unit	3	\$ 355,000.00	8	\$ 686,000.00
	Residential, Addition / Alteration	22	\$ 2,085,450.00	112	\$ 10,048,764.27
	Residential, CarPort	2	\$ 12,300.00	35	\$ 238,739.36
	Residential, Demolition	4		38	\$ 135,500.00
	Residential, Fire			2	\$ 187,000.00
	Residential, Manufactured Home	3	\$ 384,000.00	8	\$ 818,078.00
	Residential, Manufactured Home Replacement				
	Residential, New Single Family Dwelling	45	\$ 16,712,690.00	427	\$ 164,015,798.82
	Residential, New Two Family (duplex)	1	\$ 328,000.00	2	\$ 1,170,000.00
	Residential, Pool	12	\$ 1,198,400.00	80	\$ 7,215,726.00
	Residential, Repair	1	\$ 90,000.00	15	\$ 1,249,221.00
	Residential, Solar	12	\$ 347,936.68	151	\$ 4,466,212.58
	Residential, Storm Shelter	53	\$ 211,694.00	282	\$ 1,197,965.00
	Residential, Water Well	4		10	
	<b>Total</b>	<b>184</b>	<b>\$ 30,580,212.52</b>	<b>1,294</b>	<b>\$ 201,237,707.51</b>
NON-RESIDENTIAL	Commercial, Addition / Alteration	23	\$ 5,633,010.00	121	\$ 51,807,976.00
	Commercial, Demolition			15	\$ 295,000.00
	Commercial, Fire	16	\$ 358,349.38	63	\$ 1,609,119.11
	Commercial, Foundation Only			3	\$ 3,200,000.00
	Commercial, New Commercial Building	7	\$ 18,034,000.00	31	\$ 60,780,677.00
	Commercial, Pool			1	\$ 250,000.00
	Commercial, RCF/RDCF			5	
	Commercial, Repair			15	\$ 8,918,929.00
	Commercial, Solar			4	\$ 777,603.00
	Industrial, Addition / Alteration			1	\$ 550,000.00
	Industrial, Fire	2	\$ 2,700.00	1	\$ 92,000.00
	Industrial, Foundation Only			1	\$ 450,000.00
	Industrial, New Commercial Building			1	\$ 200,000.00
	Institutional, Addition / Alteration			2	\$ 2,350,000.00
	Institutional, Demolition			1	
	Institutional, Fire	3	\$ 4,525.00	10	\$ 400,975.07
	<b>Total</b>	<b>51</b>	<b>\$ 24,032,584.38</b>	<b>275</b>	<b>\$ 131,682,279.18</b>
OTHER ACTIVITY	# of New Dwelling Units	100		457	
	All Field Inspections	3,225		22,666	
	Certificate of Completion (CC)	508		3,188	
	Certificate of Occupancy (CO)	132		627	
	Demo # of Dwelling Units	3		37	
	Demolition			6	
	Electrical Permit	100		1,361	
	Fire			1	
	Garage Sale	20		843	
	Mechanical Permit	87		1,281	
	Paving (PRIVATE PROPERTY)	3	\$ 15,000.00	95	\$ 761,735.55
	Plumbing Permit	178		1,590	
	Public Works	27	\$ 2,211,293.17	178	\$ 3,377,959.51
	Sign	22	\$ 35,950.00	243	\$ 755,465.00
	Street Closure(Not Event)			2	
	Structure Moving	4		16	
	Temporary Structure	4		22	
	Utilities WM	2			
	<b>Total</b>	<b>4,415</b>	<b>\$ 2,262,243.17</b>	<b>32,613</b>	<b>\$ 4,895,160.06</b>
<b>Total</b>		<b>4,650</b>	<b>\$ 56,875,040.07</b>	<b>34,182</b>	<b>\$ 337,815,146.75</b>



Reporting Code	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Tenant	Valuation
Commercial, New Addition/Alteration	PRAD202404430	2025-02-12	702 N PORTER AVE	335	C-2	4	JONES ADD, J A	TUNGSTEN CONSTRUCTION	TARAHUMARA MEXICAN CAFE	\$ 120,000.00
	PRAD202500286	2025-02-05	108 W MAIN ST	3528	CCFB	4	NORMAN, O T	STANDARD SERVICES, LLC.	THE LOKAL	\$ 350,000.00
	PRAD202500374	2025-02-12	601 12TH AVE NE	125	C-2	6	TSTB ADD SEC 1	JAMIE BERGMAN	WALMART STORE #2734	\$ 32,000.00
	PRAD202500390	2025-02-14	2292 W MAIN ST	1965	C-2	2	JENNINGS ESTATES #1	SUN CONSTRUCTION SERVICES	GAME XCHANGE	\$ 65,000.00
	PRAD202500433	2025-02-18	1491 ALAMEDA ST	5	C-2	6	LAKEVIEW TERRACE	ART EXPART ART EXPRESS HOME	CONVENIENCE STORE	\$ 1,000.00
	PRAD202500469	2025-02-21	4700 WILLOW GROVE DR	240	A-2	3	WHEELER COS	RJ FUQUA	AT&T MOBILITY	\$ 40,000.00
	6									
\$ 608,000.00										
Commercial, Fire	10									
\$ 162,708.38										
Commercial, New Commercial Building	PRNR202305776	2025-02-07	2224 W MAIN ST	510	C-2	2	JENNINGS ESTATES	ANGELA LOVE	SEVEN BREW COFFEE DRIVE THRU	\$ 850,000.00
	PRNR202403868	2025-02-24	309 S PETERS AVE	850	C-3	4	NORMAN, O T	TITAN BUILDING CO	LEVITY BREAKFAST HOUSE	\$ 9,000.00
	PRNR202404300	2025-02-18	2320 24TH AVE SE	45700	C-2	5	NOT SUBDIVIDED	FTI GROUP LLC	RIGID AUTOMATION	\$ 6,000,000.00
	PRNR202404301	2025-02-18	2204 24TH AVE SE	10500	C-2	5	NOT SUBDIVIDED	FTI GROUP, LLC	FTI GROUP	\$ 1,000,000.00
	PRNR202405588	2025-02-06	6777 INTERSTATE DR	1770	I-2	8	RUPPERTS 2ND ADDITION	MICAH PAXTON	WARREN CAT RENTAL AND SALES CENTER	\$ 175,000.00
	PRNR202405675	2025-02-26	1601 GOPPOLD LN	13856	PUD	8	UNIVERSITY TOWN CENTER SEC 23	GRANT SMITH	FIVE BELOW	\$ 2,000,000.00
	6									
\$ 10,034,000.00										
Industrial, Fire	2									
\$ 2,700.00										
Institutional, Fire	3									
\$ 4,525.00										
Total	27									
\$ 10,811,933.38										



<div>  <b>February 2025 Non-Residential Permit Activity</b> </div>			
Category	Count		Valuation
Commercial, Addition / Alteration	6	\$	608,000.00
Commercial, Fire	10	\$	162,708.38
Commercial, New Commercial Building	6	\$	10,034,000.00
Industrial, Fire	2	\$	2,700.00
Institutional, Fire	3	\$	4,525.00
Total	27	\$	10,811,933.38



**POLICE      11**





# NORMAN POLICE DEPARTMENT

## MONTHLY DEPARTMENT OVERVIEW



FEBRUARY | 2025

### MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2025	5-YEAR AVERAGE	2024
MURDER	0	0	0
SEXUAL ASSAULTS	11	13	9
ROBBERY	2	3	2
AGGRAVATED ASSAULTS	18	21	24
BURGLARY OF BUILDING	19	29	34
LARCENY/THEFT	135	179	167
MOTOR VEHICLE THEFT	18	30	31
ARSON	1	0	0
KIDNAPPING	1	1	1
FRAUD/FORGERY	65	67	75
DUI/APC	25	28	26
PUBLIC INTOXICATION	41	35	44
RUNAWAYS	34	24	33
DRUG VIOLATIONS	78	45	55
THREATS/HARASSMENT	28	29	31
VANDALISM	38	58	75
OTHER	577	523	636
<b>TOTAL REPORTED OFFENSES</b>	<b>1,091</b>	<b>1,085</b>	<b>1,243</b>
<b>TOTAL ARRESTS:</b>	<b>649</b>	<b>549</b>	<b>674</b>
PROTECTIVE CUSTODY:	42	74	86
<b>TOTAL CASE REPORTS*</b>	<b>836</b>	<b>881</b>	<b>1,016</b>
<b>COLLISIONS</b>	<b>141</b>	<b>152</b>	<b>181</b>
FATALITY	0	1	1
INJURY	16	19	13
NON-INJURY	125	132	167
NUMBER OF PEOPLE INJURED	22	25	15
<b>CITATIONS &amp; WARNINGS</b>	<b>3,744</b>	<b>2,692</b>	<b>3,849</b>
TRAFFIC CITATIONS	1,158	724	1,057
TRAFFIC WARNINGS	2,017	1,346	1,821
PARKING CITATIONS & WARNINGS	568	619	971



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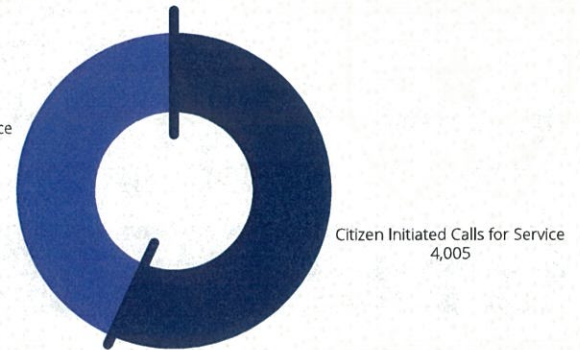
## COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 4,345  
NON-EMERGENCY CALLS TAKEN: 14,153  
**TOTAL INCOMING CALLS: 18,498**  
**TOTAL CALLS FOR SERVICE GENERATED: 10,958**

POLICE CALLS FOR SERVICE: 7,139  
OFFICER INITIATED: 3,134  
CITIZEN INITIATED: 4,005

OTHER CAD ACTIVITY:  
NORMAN FIRE: 1,715  
EMSSTAT: 2,104

Officer Initiated Calls for Service  
3,134



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## INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 171  
CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 64  
CASES CLOSED DURING REPORTING PERIOD: 400  
CLEARED BY ARREST / WARRANT: 20  
CLEARED BY EXCEPTION: 13  
COP FOLLOW-UP: 12  
DEACTIVATED: 294  
DEACTIVATED DUE TO STAFFING: 27  
MISSING PERSONS RECOVERED: 10  
REFERRED INTERNALLY: 20  
UNFOUNDED: 4

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## ANIMAL WELFARE

INTAKES: 192  
LIVE RELEASES: 221  
LIVE OUTCOME RATE: 95%  
ANIMALS FOSTERED: 39  
VOLUNTEER HOURS: 355

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## RECORDS

CUSTOMER SERVICE CONTACTS: 1,615  
IN-PERSON CONTACTS: 649  
PHONE CONTACTS: 490  
EMAIL CONTACTS: 476

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## DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184  
ACTUAL EMPLOYED: 172  
AVAILABLE FOR ASSIGNMENT: 153\*\*

AUTHORIZED NON-COMMISSIONED: 77  
ACTUAL NON-COMMISSIONED: 73  
AVAILABLE FOR ASSIGNMENT: 72\*\*

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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

## February 2025



### IN SHELTER ANIMAL COUNTS

	2024			2025			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	73	43	116	75	47	122	6	5%
Ending	93	27	120	96	53	149	29	24%

### ANIMAL INTAKES

	2024			2025			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	111	58	169	103	45	148	(21)	-12%
Owner Relinquish	22	29	51	17	28	45	(6)	-12%
Owner Intended Euth	0	1	1	1	0	1	0	0%
Transfer In	0	0	0	0	0	0	0	#DIV/0!
Other Intakes*	0	5	5	7	2	9	4	80%
Returned Animal	6	4	10	13	5	18	8	80%
<b>TOTAL LIVE INTAKES</b>	<b>139</b>	<b>97</b>	<b>236</b>	<b>141</b>	<b>80</b>	<b>221</b>	<b>(15)</b>	<b>-6%</b>

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

### OTHER STATISTICS

	2024		2025		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	#DIV/0!
Dog Collected (DOA)	1	1	1	1	0	0%
Cat Collected (DOA)	0	0	3	3	3	#DIV/0!
Wildlife Transferred	0	0	0	0	0	#DIV/0!
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	2	2	1	1	(1)	-50%
Intake Pigs	1	1	0	0	(1)	-100%
Intake Other	1	1	3	3	2	200%
<b>TOTAL OTHER ITEMS</b>	<b>5</b>	<b>5</b>	<b>8</b>	<b>8</b>	<b>3</b>	<b>60%</b>

### LENGTH OF STAY (DAYS)

	2024	2025
Dog	21.2	16.8
Puppy	11.3	10.2
Cat	7.7	16.9
Kitten	4.7	12.9

### OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	202	30	0	232



# Norman Animal Welfare Monthly Statistical Report

## February 2025



### LIVE ANIMAL OUTCOMES

	2024			2025			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	68	66	134	81	55	136	2	1%
Return To Owner	32	5	37	28	1	29	(8)	-22%
Transferred Out	4	0	4	2	1	3	(1)	-25%
Returned to Field	0	34	34	0	16	16	(18)	-53%
Returned to Owner in Field	24	0	24	17	0	17		
<b>TOTAL LIVE OUTCOMES</b>	<b>128</b>	<b>105</b>	<b>233</b>	<b>128</b>	<b>73</b>	<b>201</b>	<b>(32)</b>	<b>-14%</b>

### OTHER ANIMAL OUTCOMES

	2024			2025			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	0	1	1	0	1	0	0%
Lost in Care	0	0	0	1	0	1	1	100%
Shelter Euth	14	7	21	6	1	7	(14)	-67%
Owner Intended Euth	0	1	1	1	0	1	0	0%
<b>TOTAL OTHER OUTCOMES</b>	<b>15</b>	<b>8</b>	<b>23</b>	<b>9</b>	<b>1</b>	<b>10</b>	<b>(13)</b>	<b>-57%</b>

### TOTAL OUTCOMES

	2024			2025			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	128	105	233	128	73	201	(32)	-14%
Total Other Outcomes	15	8	23	9	1	10	(13)	-57%
<b>TOTAL OUTCOMES</b>	<b>143</b>	<b>113</b>	<b>256</b>	<b>137</b>	<b>74</b>	<b>211</b>	<b>(45)</b>	<b>-18%</b>

### SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	0	1	0	1	14%
Medical - Injured	1	0	0	1	14%
Behavior - Aggressive	4	0	0	4	57%
Behavior - Other	1	0	0	1	14%
<b>TOTAL EUTHANASIA</b>	<b>6</b>	<b>1</b>	<b>0</b>	<b>7</b>	

### MONTHLY LIVE RELEASE RATE

2024	2025
91.4%	95.7%

Live Outcomes / (Total Outcomes - Owner Int Euth)







DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
CITY OF NORMAN, OKLAHOMA  
February 2025

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed one (1) Rural Certificate of Survey and three (3) Preliminary Plats for Planning Commission; two (2) Final Plat for the Development Committee. The Development Engineer reviewed 35 sets of construction plans and four (4) punch lists. There were 95 permits reviewed and/or issued. Fees were collected in the amount of \$9,052.18.

**CAPITAL PROJECTS:**

**Gray Street Two-Way Conversion – University Boulevard to Porter Avenue:**

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of 19 transportation improvement projects. The Gray Street Two-Way 2019 Bond Project consists of the conversion of Gray Street from a one-way street to a two-way street between University Avenue and Porter Avenue, and the installation of streetscape elements along Gray Street. The intersection with James Garner Avenue will be entirely reconstructed to accommodate the future James Garner Phase 3 2019 Bond Project. In addition to the roadway and streetscape work, improvements are required to the railroad crossing just east of James Garner Avenue.

The total construction cost for the project is approximately \$7.5 million. Of that, approximately \$4.9 million will be paid by federal grants. The remaining \$2.6 million will be paid for through the City of Norman 2019 Bond Program.

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on March 21, 2024, for the Gray Street Two-Way 2019 Bond Project. The low bidder was Ellsworth Construction, LLC of Oklahoma City, Oklahoma. ODOT awarded the project on April 1, 2024. Construction started on Monday, August 5, 2024, and there are 360 calendar days in the project. This timeframe will likely require just over a year to complete. ODOT is administering the construction of this project, with the assistance of WSB.

Proposed improvements include:

- New sidewalks
- Conversion to reverse angle parking for on-street spaces
- New decorative roadway lighting
- Landscaping
- Decorative paving elements
- New curb and gutter
- New decorative traffic signals
- Pedestrian safety improvements
- Revised signing and striping for two-way operation
- Reconstruction of the James Garner Avenue intersection
- New gates and controls for two-way operation of the railroad crossing

As of the last pay application on 2/15/25, 19.21% of the total contract amount has been expended. Through 2/15/25, 44.72% of the contract time has expired.

The contractor's activities this month were as follows:

- Construction of concrete paving and curb and gutter on the north side of Gray Street between Peters Avenue and Jones Avenue and between James Garner Avenue and Santa Fe Avenue
- Construction of drainage structures between Peters Avenue and Jones Avenue on the north side of Gray Street
- Construction of asphalt paving on the north side of Gray Street between Peters Avenue and Jones Avenue
- Construction of curb, gutter, sidewalks and driveways between Santa Fe Avenue and James Garner Avenue
- Began installation of decorative street light poles on the north side of Gray Street from Porter Avenue to Jones Avenue
- Began construction of concrete driveways between Santa Fe Avenue and Webster Avenue.

**Sidewalk Programs:**

**Lindsey Street Sidewalk Repair Project** This project is 80% funded through an ACOG grant. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along



#### *Monthly Progress Report*

#### *Public Works (February 2025)*

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 April 7<sup>th</sup> 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 on hold while an environmental review is completed. This project will include placement of sidewalks, ramps, and driveways along 12<sup>th</sup> Avenue NE from East Robinson Street to East Rock Creek Road and West Brooks Street from South Pickard Avenue to Wylie Road. Construction is anticipated to start in the late summer/fall of 2025.

**FYE 2025 Sidewalk Concrete Projects** This project was awarded to Arroyo's Concrete LLC on July 23, 2024 and is currently under construction. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Sidewalks and Trails. This contract will be ongoing through June of 2025.

**Flood Multimodal Path** This project was awarded to Parathon Construction and is currently under construction. This contract includes a 10' wide multi use path along the west side of Flood Avenue from Robinson Street to Tecumseh Road. The contractor has completed approximately 80% of the work and have expended approximately 80% of the time allotted for the project. The contract is for 180 days the start date was 9/3/2024 and current completion date due to weather delays is April 15, 2025.

**State Highway 9 Multi Use Path** This project is 80% funded through an ACOG grant and is currently in design, 90% 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 fall of 2025.

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

##### **FYE 2025 Street Maintenance Bond – Urban Concrete 1**

Urban Concrete 2 bids were opened on June 13, 2024. 8 bids were received and the contract was awarded on July 9, 2024 to Ellsworth Construction in the amount of \$1,191,250.50. The project consists of select panel replacement on existing concrete streets. The project is anticipated to be completed by April 2025. The contractor mobilized on September 30, 2023. During the month of February, the contractor completed work on Merkle Drive.

##### **FYE 2025 Street Maintenance Bond – Urban Concrete 2**

Urban Concrete Bid 2 bids were opened on June 13, 2024. 8 bids were received and the contract was awarded on July 9, 2024 to Ellsworth Construction in the amount of \$1,272,530.00. The project consists of select panel replacement on existing concrete streets. The project is anticipated to be completed by April 2025. During the month of February, the contractor completed work in the Westwood Estates addition on Parkland Way and began construction on Dakota Street.

#### **Bridge Maintenance Bond:**

##### **60<sup>th</sup> Ave NE Bridge Replacement**

The 60<sup>th</sup> Ave NE Bridge Replacement bids were opened on June 22, 2023. 3 bids were received and the contract was awarded to K&R Builders in the amount of \$3,043,805.25. The project consists of removal of the existing bridge, minor channel clean-up, construction of a new bridge, and roadway grade adjustments. The project is anticipated to be completed by February 2025. During the month of February, the contractor continued fill operations for the construction of the roadway, began construction of storm water inlets on all four corners of the new bridge, and installed new 18" reinforced concrete storm sewer.

#### **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



## Monthly Progress Report

### Public Works (February 2025)

recommended in the plan. Recent work includes:

#### Vehicle Procurement

The City is in the process of purchasing 6 CNG cutaway transit buses for the paratransit fleet. During the week of March 5-7, staff will conduct a pre-delivery inspection trip to two manufacturing facilities: the first in Elkhart, IN to inspect the conversion of the fuel system to CNG and the second to Oregon, OH to inspect the construction of the vehicle chassis. At the time of this trip each facility has 3 of our ordered vehicles under construction. Conducting this trip allows staff to ensure any quality control concerns are addressed and order specifications are being met before the vehicles are delivered. Below is background on this purchase:

- On June 11, 2024, Council adopted resolution R-2324-149 formally accepting the grant and authorizing the purchase. After additional approvals to enhance the vehicles the revised cost share per bus is \$129,452 federal (72%) and \$51,998 local match (28%), resulting in \$181,450 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (72%) and \$311,986 local (28%), resulting in a \$1,088,700 total cost for 6 units.

#### Service Expansion Priorities

Following implementation of the new route network in October 2023, and then increasing the frequency of service on Route 112 (West Lindsey) from 60 minutes to 30 minutes (*priority 2*), City Transit staff continue to review the next priorities recommended by the Go Norman Transit Plan:

- Priority 1: Sunday Service – Proposed Sunday service span and trip frequencies would match current Saturday service levels. Sunday transit service is currently being offered and evaluated as part of the Norman On-Demand microtransit pilot program.
- 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. Staff are re-evaluating the timing of this priority in relation to the current ridership, expected development along the route, and other transit needs.
- Priority 4: Implementation of New Route 113 – This service expansion would add a new route in Southeast Norman operating with a 30-minute frequency. The proposed route, as recommended in the plan, would operate along Classen Blvd, Constitution St, Oak Tree Ave, 12th Ave SE, Cedar Ln and then turnaround near Cedar Ln and Classen Blvd.

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

- On July 9, 2024, Council approved contract amendments with both Via Transportation and the University of Oklahoma to extend the expanded service through the end of summer 2025. The service entered its second year of operation on August 20, 2024. Staff are exploring options for this pilot program's future as we near the midpoint of its second year of operation. More details can be found in the attached monthly performance report for Norman On-Demand.

#### Transit Monthly Performance Reports

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

## PARKING

### East Gray Street Parking Lot Pay-Station Replacement

Replacement pay station units including a technological upgrade for the E Gray St. Parking Lot were approved as part of the FY25 budget and were installed Monday, February 24, 2025. Following technology downloads and updates on the new equipment, the machines are currently operational, though staff are working to learn new maintenance routines and troubleshoot any programming issues as they arise. The new units make use of the same network and software as the existing system, but the upgraded model is now capable of accepting chip and contactless payments. Other payment methods including pay-by-text and mobile app payments meant there was minimal disruption to regular parking operations while the installation was completed.



## **STREETS DIVISION**

### **CAPITAL PROJECTS**

- Streets Crews worked in Savannah Addition on Halray Drive replacing concrete panels. The repairs required 45.52 cubic yards of concrete and resulted in over 228 square yards repaired
- Streets Crews worked on Cinnamon Run from Allspice Run to Nutmeg Drive to complete an asphalt repair. This asphalt deep patch and overlay required 1,808.85 tons of asphalt for the repair.

### **ASPHALT PROJECTS**

- Streets Paving Crew worked on Beaumont Square to complete an asphalt repair. This asphalt deep patch required 18.43 tons to complete the repair.

### **SNOW AND ICE OPERATIONS – TOTALS FOR 2 SNOW AND ICE EVENTS**

- Crews spread 1,015 tons of sand and salt mix during inclement weather. Due to low temperatures and ice, 175 miles of road was treated with sand mixture.
- Crews applied 64,500 gallons of brine mixture to 207 miles of roadway.
- There were two periods of inclement weather during February, from February 11<sup>th</sup> to 12<sup>th</sup> and February 17<sup>th</sup> to 19<sup>th</sup>.

## **STORMWATER DIVISION**

### **STORMWATER CAPITAL PROJECTS**

#### **FYE 2025 Drainage Rehabilitation Project**

The City of Norman's Stormwater Division is responsible for the maintenance of a vast network of stormwater inlets, flumes, vegetated channels, and storm sewer lines. Many of the City's inlets are decades old and built of brick and mortar. Over time, the brick and mortar inlets have demanded an outsized maintenance effort. Intent on reducing the maintenance burden and building off the success of FYE 2023 Inlet Rehabilitation Project, staff has continued to add locations to the list of inlets and other drainage infrastructure in most need of replacement. This is a city-wide project. This project will also construct a concrete flume in the vicinity of Rowena Lane where homeowners have experienced excessive standing water due to the existing poor drainage conditions.

The Drainage Rehabilitation Project will affect all wards in the City. Construction activities include removal of old brick and mortar inlet structures and construction of new concrete inlet structures, removal and replacement of sidewalk, and construction of a new flexamat-lined channel and flume. Such construction activities are necessary to improve the condition of the City's stormwater infrastructure and decrease the required maintenance intervals.

During the month of February, the contractor completed construction of inlets located at 699 Webster Avenue, and performed repairs of the articulate concrete blocks in Imhoff Creek.

### **WORK ORDER RESPONSE**

Stormwater Division received 6 work order requests and closed 5 work orders.

### **INFRASTRUCTURE MAINTENANCE**

The Infrastructure Maintenance Crew

- Repaired a washout with flex-a-mat and replaced a section of sidewalk at 48<sup>th</sup> Avenue NW and Robinson Street.
- Completed drainage dirt work, installed headwalls, and prepped area for sod at 3898 120<sup>th</sup> Avenue NE.
- Assisted Streets Division during Snow and Ice Operations.

### **CHANNEL MAINTENANCE**

The Channel Maintenance Crew

- Repaired a section of WPA drainage channel wall in Imhoff Creek Channel.
- Assisted Streets Division Asphalt Overlay Crew in the paving of 72<sup>nd</sup> Avenue SE and Nutmeg Drive.
- Began removing drainage debris from Brookhaven Channel at 3225 Cove Hollow Court.
- Assisted Streets Division during Snow and Ice Operations.



#### *Monthly Progress Report*

#### *Public Works (February 2025)*

- Mowed 35,197 square feet of drainage areas.

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

##### **The Street Sweeping/Camera Crew**

- 245 lane miles were swept in February resulting in the removal of approximately 85.47 tons of debris from various curb-lined streets throughout the city.
- The Camera Crew was able to camera 5,434 linear feet of stormwater infrastructure before camera went down for repairs.
- Assisted Streets Division during Snow and Ice Operations.

#### **INLET CLEARING OPERATIONS**

Stormwater crews checked 560 inlets and cleaned 127 inlets totaling 2.25 tons of debris removed in Ward 2 and 4.

#### **STORMWATER OKIE LOCATES**

During the month of February 2,120 Call 811 Okie Spots were received. Of those requests, 90 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 three 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.



**FEBRUARY 2025**  
**DEVELOPMENT COORDINATION, ENGINEERING**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FYE 2025 Associated Fees

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

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

**City Council Review:**

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



\$6,055.00

**Development Committee:**

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

**Subtotal:**

\$6,055.00

\$11,070.00

\$52,590.00

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

\*\*Single Family..... 15  
 \*\*\*Commercial..... 27  
 Multi-Family..... 0  
 Addition/Alteration..... 10  
 House Moving..... 0  
 Paving Only..... 1  
 Storage Building..... 8  
 Swimming Pool..... 8  
 Storm Shelters..... 28  
 Public Improvements..... 2  
 Temporary Encroachments..... 0  
 Fire Line Pits/Misc..... 0  
 Franchise Utilities ..... 6  
 Other revenue .....  
 Flood Plain (@\$100.00 each)..... 0



\$0.00	\$0.00		
\$0.00	\$100.00		\$1,600.00
\$2,997.18	\$6,105.57		\$36,960.00
\$9,052.18	\$17,275.57		\$78,617.00
35	29		181
4	2		16

**Total Permits.....**

**Grand Total.....**

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

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

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

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

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

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

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



## FEBRUARY 2025

### DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/LANDON GUM

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	15	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	27	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	35	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%



# PERFORMANCE REPORT

## Summary of Services Table: January 2025

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

EMBARC Norman Service Summary	ADP Jan FY25	FY25 YTD	FY24 YTD	Service Profile	Jan FY25	Jan FY24
Fixed Routes (M-F)	1,606	252,539	199,507	Weekdays	22	22
Fixed Routes (Sat)	744	24,101	20,709	Saturdays	4	4
PLUS (M-F)	85	14,745	12,946	Gamedays	0	0
-Zone 1*	59	10,589	9,629	Holidays	1	1
-Zone 2**	26	4,156	3,317	Weather	1	5
PLUS (Sat)***	14	569	631	Fiscal YTD Days	179	179
				Cal. YTD Days	26	26

\*Requires ¾ mile

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

\*\*\*Operates only in Zone 1

## Strategic Performance Measures

MEASURE	FY 25 YTD	FY 25 Targets	
# of Norman fixed-route passenger trips provided	276,640	400,000	●
# of Norman paratransit trips provided	15,314	23,800	■
% of on-time Norman paratransit pick-ups	97.34%	98.58%	●
# of Norman bus passengers per service hour, cumulative	20.31	21.14	▲
# of Norman bus passengers per day, average	1,551*	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.90%*	0.00%	●
% of on-time fixed-route arrivals	68.27%	75.00%	▲

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





## Performance Report

### Microtransit Pilot Program Performance Report

January 2024

#### Purpose

This 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 key performance indicator goals were outlined in the request for proposals (RFP) and include average walking distance, maximum walking distance, average rider wait time, maximum rider wait time, and the percentage of ride requests picked up within 20 minutes.

#### 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 provides access to safe and affordable public transportation through technology, particularly during evening hours and on Sundays when other public transit options are limited. Through a collaboration with the University of Oklahoma, the Norman On-Demand Program also operates the University's SafeRide

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		
ADA/Wheelchair Accessible Vehicles available upon request.			
*Outside of the OU fall and spring semesters, Thursday-Saturday service ends at 1am			

Program, which is designed to provide safe and free late night transportation to OU students. Because this is a pilot program, there may be changes to service area, hours of operations, or other aspects of the service while the City focuses the program to efficiently serve the needs and desires of our community.

#### Key Performance Indicator Measures

Measure	Target	Fiscal Year to Date (7/01/24 – 1/31/25)	January		Year Over Year Service
			2025	2024	
Average Walking Distance	<0.10 miles	0.06 miles	0.07 miles	0.07 miles	0% (no change)
Maximum Walking Distance	0.25 miles	0.37 miles	0.37 miles	0.32 miles	+13.51%
Average Rider Wait Time*	<15 min	22.5 min	27.4 min	25.2 min	+8.03%
Maximum Rider Wait Time*	20 min	79.8 min*	47.0 min*	54.8 min*	-16.60%
Percent of Ride Requests Picked Up in 20min	>80%	46.35%**	36.13%**	47.98%**	-32.80%
*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 3,272 rides in January 2025, which is a 3.06% decrease from the December 2024 total of 3,372. There were a total of 52 completed trips requesting a WAV or wheelchair accessible vehicle in December 2024. 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	Fiscal Year to Date (7/01/24 – 1/31/25)	January		Year Over Year Service
		2025	2024	
Total Number of Riders	27,147	3,272	2,481	+24.18%
Total # of Completed Trips	17,872	2,184	1,592	+27.11%
# of Completed Trips Requesting WAV	217	52	13	+75.00%
Ridership Per Service Hour (RPSH)	6.0	6.1	N/A	N/A

### Rider Experience

Approximately 12.8% of all completed rides during FYE25 received a rating, of which 96.8% were rated five out of five stars. The

Rider Experience	Fiscal Year to Date (7/01/24 – 1/31/25)	January		Year Over Year Service
		2025	2024	
Average Ride Duration (in minutes)	11.3 minutes	10.5	8.2	+21.90%
Average Ride Distance (in miles)	3.3 miles	3.2	2.8	+12.5%
Average Ride Rating (5 stars scale)	4.9 stars	4.9	4.8	0% (no change)

system includes an automated feed-back 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. Six complaints were reported to Via in the month of January, representing 1.2 complaints per 1000 rides provided. Four complaints were regarding driver conduct, regarding detours and pickup issues as well as demeanor; one complaint was regarding the cleanliness/smell of the vehicle; and one complaint was disputing a duplicate charge.

### Program Engagement and Rider Growth

Since the Norman On-Demand App launched on August 16, 2023, a total of 10,095 individual accounts have been created, which is a 5.62% increase over the December 2024 service to date total of 9,558 and a 61.78% increase over the January 2024 service to date total of 3,835. Of these accounts more than half of them (51.58%) have utilized the service at least once and more than a quarter of active accounts (2,883 accounts or 28.56%) have completed more than five rides. A highlight of recent data shows 16 unique accounts have completed more than 100 rides.

Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/16/23 – 12/31/24)		
App Accounts Created Since Launch	10,095	
OU Accounts	N/A	N/A
Active Accounts*	7,009	69.43%
Rider Accounts**	5,208	51.58%
Repeat Rider Accounts***	4,209	41.69%
*accounts with user engaging w/ ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

### Accidents and Vehicles

No accidents or incidents were reported in the month of January. Five of seven vehicles were in active service during the month of January, which still meets the target fleet availability. One of the vehicles out for service is being assessed for a wiring issue, the other is expected to return to service in early February.



# SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2025

STREET DIVISION					
	FYE 2025 February 2025	FYE 2025 February 2025	Year to Date	Year to Date	FYE 2025
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	4.04		183.17		
Overlay/pave 10 miles per year.	1.50	15%	2.80	28%	100%
Replace 2,000 square yards of concrete pavement panels	380.78	19%	3,097.11	155%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	13.00	3%	22.00	5%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	15,191,250.00	120%	100%
Mow 148 miles of Rural Right-of-way three times per year	-	0%	1,488.00	335%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	100%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	100%
Bridge - Maintain 5 non-deficient bridges in a year	5	180%	9	180%	100%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	100%
Bridge - Replace one functionally obsolete bridge per year	-	50%	-	0%	100%
Bond Program - Contract all selected projects for the bond year within the same fiscal year				65%	100%
Capital Program – Complete all selected projects within the same fiscal year			-	40%	100%



SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2025

STORMWATER DIVISION					
	FYE 2025 FEBRUARY, 2025	FYE 2025 FEBRUARY, 2025	Year to Date	Year to Date	FYE25
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 (6,000 Annually)	245.00	49%	2,947.00	49%	85%
Inspect and clean 100% of the urban drainage inlets three times per year.	560.00	6%	5,165.00	52%	65%
Mow 2,271,548 square-feet (52 acres) of open drainage ways, six times per year.	35,197.00	0%	5,713,701.50	42%	70%
Permit all floodplain activities as appropriate.	-	0%	18.00	18%	95%
Camera stormwater infrastructure to inspect and identify. (4 map grids per month)	1.00	2%	5	11%	85%
*Camera map grids identified in FY24 and program transitioning to proactive inspection.					



**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT**

January 2025

IN GALLONS	FYE 2025	FUEL REPORT		
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps	15,372.00	14,939.00	22,987.28	
Outside - sublet	388.00	102.00	1,254.35	
<b>TOTAL</b>	<b>15,760.00</b>	<b>15,041.00</b>	<b>24,241.63</b>	
	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	20,225.10	18,908.60	22,987.28	1,254.35

FYE 2025 TO DATE CONSUMPTION				
<b>TOTAL</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	168,689.23	182,170.84	256,384.24	8,597.14

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.36	Low	\$2.14	UNLEADED	High	\$2.36	Low	\$2.26
DIESEL	High	\$2.45	Low	\$2.15	DIESEL	High	\$2.25	Low	\$2.24
CNG	High	\$0.17	Low	\$0.17	CNG	High	\$2.10	Low	\$2.10

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$110,570.35	Month Total Public CNG Sales	\$2,615
OILS/FLUIDS	\$3,558.07	FYE 2025 To Date Public Sales	\$16,603
TIRES	\$17,973.84	<b>LIFE TO DATE CNG GAS GALLON EQUIVALENT</b>	
SUBLET REPAIRS	\$13,011.35	Total Sold Gallons Life To Date	1,132,189
		Total Gross Sales Life To Date	\$1,699,447
<b>TOTAL SPENT ALL Parts/Sublet</b>	<b>\$145,113.61</b>	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	3,837,722

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	3	0	0	12
EMERGENCY ROAD CALLS	9	16	7	124
PM SERVICES	64	84	109	724
INCLEMENT WEATHER	1	0	0	1
WORK ORDERS	119	212	174	2,010
SCHEDULED REPAIRS	69	99	100	1,003
NON SCHEDULED REPAIRS	50	87	43	771

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	21	11	0	55
EMERGENCY ROAD CALLS	0	4	15	19
PM SERVICES	40	40	50	395
INCLEMENT WEATHER	1	0	0	0
WORK ORDERS	110	151	132	1,411
SCHEDULED REPAIRS	37	31	133	637
NON SCHEDULED REPAIRS	73	94	6	721

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	0	0	1
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	9	4	15	98
INCLEMENT WEATHER	1	0	0	1
WORK ORDERS	48	41	61	422
SCHEDULED REPAIRS	89	39	71	473
NON SCHEDULED REPAIRS	4	1	8	26

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	1	0	3
PM SERVICES	7	12	6	90
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	23	26	27	299
SCHEDULED REPAIRS	17	11	55	272
NON SCHEDULED REPAIRS	9	15	0	86

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	25	11	0	68
EMERGENCY ROAD CALLS	9	21	22	282
PM SERVICES	120	140	180	1,136
INCLEMENT WEATHER	3	0	0	0
WORK ORDERS	300	430	394	4,488
SCHEDULED REPAIRS	212	180	359	2,678
NON SCHEDULED REPAIRS	136	197	57	1,776



**FLEET DIVISION  
INVENTORY  
February 2025**

**FUEL**

WESTWOOD GOLF	721.9	gallons	UNLEADED	@	2.520	\$ 1,819.19
WESTWOOD GOLF	633.1	gallons	DIESEL	@	2.640	\$ 1,671.38
NORTH BASE	4,940.0	gallons	UNLEADED	@	2.230	\$ 11,016.20
NORTH BASE	4,667.0	gallons	DIESEL	@	2.320	\$ 10,827.44
FIRE STATION #5	239.6	gallons	UNLEADED	@	2.030	\$ 486.39
FIRE STATION #5	182.5	gallons	DIESEL	@	2.210	\$ 403.33
FIRE STATION #6	130.6	gallons	UNLEADED	@	2.310	\$ 301.69
FIRE STATION #6	290.2	gallons	DIESEL	@	2.250	\$ 652.95
BULK TANKS	1,200.0	gallons	DIESEL	@	2.170	\$ 2,604.00

<b>TOTAL</b>	<b>GALLONS:</b>	<b>DOLLAR:</b>
UNLEADED	6,032.1	\$ 13,623.46
DIESEL	6,972.8	\$ 16,159.10



**PUBLIC WORKS FLEET DIVISION  
PM COMPLIANCE REPORT  
FEBRUARY FYE 2025**

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	YearToDate Non- Compliance Trend
<b>CITY CLERK</b>						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
<b>MUNICIPAL COURT</b>						
MUNICIPAL COURT	1	1			0%	0%
<b>INFORMATION TECHNOLOGY</b>						
INFORMATION TECHNOLOGY	1		1		0%	100%
<b>HUMAN RESOURCES</b>						
HUMAN RESOURCES					0%	0%
					0%	0%
<b>PLANNING</b>						
PLANNING	1	1			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	1	1			0%	200%
<b>PUBLIC WORKS</b>						
ENGINEERING					0%	0%
STREETS	9	9			0%	22%
STORMWATER	5	5			0%	40%
TRAFFIC	1	1			0%	200%
STORMWATER QUALITY	1	1			0%	0%
FLEET	1	1			0%	0%
TRANSIT					0%	0%
<b>POLICE</b>						
ANIMAL CONTROL					0%	0%
POLICE ADMINISTRATION					0%	0%
POLICE STAFF SERVICES					0%	0%
POLICE CRIMINAL INVESTIGATIONS	2	2			0%	300%
POLICE PATROL	15	14	2	3	20%	200%
POLICE SPECIAL INVESTIGATIONS	1	1			0%	100%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
<b>FIRE</b>						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	1	1			0%	200%
FIRE SUPPRESSION	2	2			0%	0%
FIRE DISASTER PREPAREDNESS					0%	0%
<b>PARKS &amp; RECREATION</b>						
PARK MAINTENANCE	10	10			0%	20%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE					0%	0%
PARKS FORESTRY					0%	0%
<b>PUBLIC SAFETY SALES TAX (PSST)</b>						
PSST POLICE PATROL	5	5			0%	100%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	1	1			0%	0%
PSST SRO					0%	0%
<b>CDBG</b>						
PLANNING CDBG					0%	0%
<b>UTILITIES WATER</b>						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN					0%	0%
WATER LINE MAINTENANCE	10	9	1	1	10%	20%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
<b>UTILITIES WRF</b>						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	1	1			0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	4	4			0%	0%
<b>UTILITIES SANITATION</b>						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	18	16	2	2	11%	22%
SANITATION COMMERCIAL	4	2	1	2	50%	100%
SANITATION TRANSFER	1	1			0%	400%
SANITATION COMPOST					0%	0%
SANITATION RECYCLE	2	1	1	1	50%	100%
SANITATION YARD WASTE	2	2			0%	0%
					0%	0%
<b>UTILITIES EVIROMENTAL</b>						
ENVIRONMENTAL & SUSTAINABILITY					0%	0%
<b>CITYWIDE TOTAL</b>	<b>100</b>	<b>92</b>	<b>8</b>	<b>9</b>	<b>9%</b>	<b>23%</b>

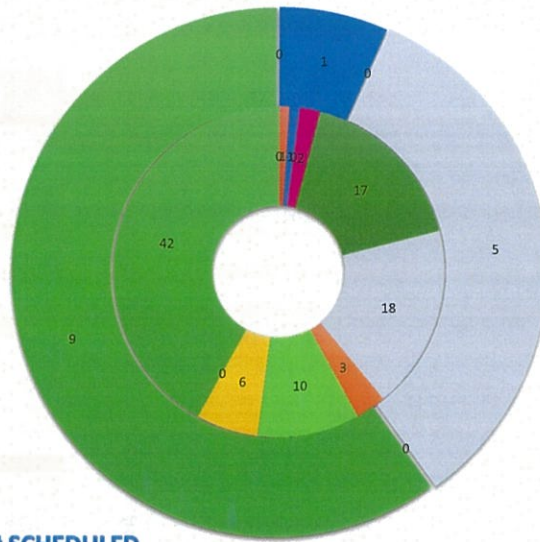


**PUBLIC WORKS FLEET DIVISION**  
**PM COMPLIANCE REPORT**  
 FEBRUARY FYE 2025

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
<b>Police</b>										
986T	2000 Dons Equipment Trailer	Animal Control	3/1/2025	11/19/2024	-102	Days	11/19/2024	Light Repair	PM-A	5/11/2023
1113	2014 Ford Interceptor	PD Patrol	74263	74746	483	Miles	12/2/2024	Light Repair	PM-C	9/17/2024
987T	1998 W&W 6X16 Stock Trailer	Animal Control	3/1/2025	1/13/2025	-47	Days	1/13/2025	Light Repair	PM-A	1/25/2024
1105	2015 Ford Interceptor	PD Patrol	68553	68260	-293	Miles	1/9/2025	Light Repair	PM-C	10/7/2024
1160	2013 Ford Interceptor	PD Patrol	110607	106512	-4095	Miles	1/27/2025	Light Repair	PM-C	12/5/2024
241163	2024 Ford Explorer	PD Patrol	3295	4000	705	Miles	2/17/2025	Light Repair	PM-C	
221197	2022 Ford Explorer	PD Patrol	25972	26475	503	Miles	2/21/2025	Light Repair	PM-C	12/5/2024
1165	2014 Ford Interceptor	PD Patrol	67949	68157	208	Miles	2/21/2025	Light Repair	PM-C	12/5/2024
<b>Public Works</b>										
892T	2012 MAXEY TD 10.4K TRAILER	Stormwater Maintenance	3/1/2025	1/31/2025	-29	Hours	1/31/2025	Light Repair	PM-A	2/19/2024
2376	2023 Skyjack Scissor Lift	Fleet Heavy Shop	3/1/2025	1/1/2025	-59	Days	1/31/2025	Heavy Repair	PM-B	10/1/2024
<b>Utilities</b>										
0239	2016 Peterbilt 320	Sanitation Commercial	3/1/2025	11/21/2024	-100	Days	11/21/2024	Heavy Repair	PM-N	8/2/2023
0228	2018 Peterbilt 320	Sanitation Commercial	3/1/2025	2/11/2025	-18	Days	2/11/2025	Heavy Repair	PM-C	8/2/2023

**PM Compliance Report February  
FYE 2025**



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

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

Department	Scheduled	Missed / Late	% Late
City Clerk	0	0	0.0%
Municipal Court	1	0	0.0%
Information Technology	1	1	100.0%
Human Resources	0	0	0.0%
Planning	2	0	0.0%
Public Works	17	0	0.0%
Police	18	5	27.8%
Fire	3	0	0.0%
Parks & Rec.	10	0	0.0%
PSST	6	0	0.0%
CDBG	0	0	0.0%
Utilities	42	9	21.4%
<b>Citywide Total</b>	<b>100</b>	<b>15</b>	<b>15.0%</b>



PUBLIC WORKS  
FLEET DIVISION  
Technician Productivity  
Report

FYE 2025

February 2025

MECHANIC	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY				Total	
	GOAL	ACTUAL	DIFFERENCE	TOTAL HOURS	NAME	direct	Available	indirect
497	72%	121.53	85.1%	13.1%	Lowman	121.53	142.75	21.22
642	72%	0.00	#DIV/0!	0.00	Deaver	0.00	0.00	0.00
1554	72%	118.59	78.2%	6.2%	Boyd	118.59	151.59	33.00
1676	72%	76.74	85.7%	13.7%	Schunacher	76.74	89.56	12.82
2098	72%	115.38	81.4%	9.4%	Johnson	115.38	141.74	26.36
2495	72%	136.09	83.4%	11.4%	Vann	136.09	163.26	27.17
2745	72%	113.24	92.6%	20.6%	Durham	113.24	122.30	9.06
3001	72%	124.08	84.8%	12.8%	Winters	124.08	146.39	22.31
3134	72%	0.00	#DIV/0!	0.00	Massie	0.00	0.00	0.00
3151	72%	108.48	85.2%	13.2%	Gunter	108.48	127.28	18.80
3167	72%	123.78	84.0%	12.0%	Wilson	123.78	147.34	23.56
3487	72%	57.08	97.5%	25.5%	Sprayberry	57.08	58.53	1.45
3502	72%	140.47	87.8%	15.8%	West	140.47	160.01	19.54
3572	72%	152.45	93.2%	21.2%	Winn	152.45	163.55	11.10
3843	72%	134.20	83.6%	11.6%	Dillon	134.20	160.51	26.31
3968	72%	106.87	62.8%	-9.2%	Cole	106.87	170.07	63.20
4033	72%	130.13	83.6%	11.6%	Wood	130.13	155.63	25.50
4303	72%	98.59	55.3%	-16.7%	LaChance	98.59	178.38	79.79
4310	72%	100.68	58.2%	-13.8%	Nolasco	100.68	173.01	72.33
4316	72%	80.01	65.1%	-6.9%	Martin	80.01	122.87	42.86

DIRECT LABOR HOURS	2038.39
TOTAL AVAILABLE HOURS	2278.89
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	89.4%



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

FEBRUARY 2025		PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
	Percentage		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%		104	104	100%	886	886	100%
Provide information requested by citizens within 7 days	95%		104	104	100%	886	886	100%
Complete traffic engineering studies within 45 days.	99%		0	0	100%	22	19	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%		29	29	0%	211	211	100%
Worker Hours Per Gallon of Paint Installed.	0.80		Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
			6	3	0.50	858	480.5	0.56
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%		Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
			0	0	0.00	16.56	91	5.50
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%		Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
			14	14	100%	117	117	100%
Response to reports on traffic signal malfunctions within one hour.	99%		Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
			15	15	100%	112	112	100%
Response to reports of sign damage:	Percentage							
High Priority Stop or Yield Signs within one hour	99%		18	18	100%	137	137	100%
Lower Priority all other signs within one day	90%		54	54	100%	470	470	100%
Street Name Signs within two weeks	90%		46	46	100%	179	179	100%
Percent of work hours lost due to on the job injuries.	<.01%		Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
			3200	0	0.00	25129	0	0.00







## Monthly Report

February 2025

### **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 has been completed. Sutton Place project has been completed. Park Hill lift station pumps have been installed.

Water Line Breaks Total – 10 in February

Water Lines Hit by Contractors – 1-1"

#### Sewer Line Data

- Total obstruction service requests – 27
- Private Plumbing: 24
- City Infrastructure: 3
- Sanitary Sewer Overflows: 0 on private side, 0 on city side

#### Lift Station D Flows:

- Days – 28
- Average daily flow: 1.154 MGD
- Total Monthly flow: 32.312 MG

### **UTILITIES ENGINEERING:**

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. The W/WW Subcommittee approved the overall plan concepts during the final meeting January 28, 2025. The AIM steering committee approved all of the plans within the process at their final March 12, 2025 meeting. The next steps are to proceed to Planning Commission and then to Council for final approval. RDG/Garver is finalizing the plans with future acceptance in May 2025 along with other plans.

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.

### **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, 2024, ODEQ issued a letter of "support" for the results of the pilot study. Upon receiving ODEQ's letter and as per their Contract, Garver submitted their draft final report to an "Independent Advisory Panel" consisting of independent industry experts who will review results and recommendations, deliberate among themselves, and, finally, issue recommendations regarding the report and its conclusions. A technical orientation with the panel members, NUA, and Garver convened on August 28, 2024. This was followed by a half-day workshop on December 17, 2024 during which Garver described the finer details of the pilot test, the data obtained, and their conclusions, and ended with an extended question and answer session. At this time, the panel members are deliberating and will issue their independent conclusions and recommendations during the first quarter of 2025. Once any recommendations submitted by the panel are addressed by Garver, a final report will be submitted, likely in the spring of 2025.

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 convened in 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 Fiscal Years 2025 and 2026. As of FYE 2025, no additional funding has been authorized but in-kind funding in the original grant has not yet been exhausted and compilation of deliverables including a final report and conclusions is still ongoing so the team continues to meet on a semi-regular basis to discuss and coordinate.

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. An additional workshop is being scheduled for August 2024 to share



preliminary results with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff convened on August 15, 2024. Garver should address all questions raised in workshops and furnish a final report early in 2025.

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 Raffel 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 approval and procurement processes commenced immediately thereafter.



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 requested a "Technical Correction" from EPA that would allow some or all funding from the grant to be expended on other critical projects at the WRF, and, in September 2024, EPA officially approved the "Technical Correction". This will allow the grant funds to be expended on the WRF Blower Replacement and WRF Laboratory Renovation, and New Maintenance Facility projects (details on both projects are updated elsewhere in this report), while this project will now be funded using a combination of internally-generated funds and the CWSRF loan.

During February 2025, Centrifuge No. 1 was set into place, and connection of control and power wiring and mechanical piping to it is ongoing. Delivery of the Control Panel has been delayed and is now expected in May 2025. As a result, commissioning of Centrifuge No. 1 and then beginning work on Centrifuge No. 2 has likely been delayed until late May and early June 2025, respectively. All work on project is still projected to be complete on or near the current contract completion date in July 2025.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF New Maintenance Storage 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 was made to defer construction of this project for two additional years, until FY 2026. However, as noted above in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA received an EPA Community Grant in the amount of \$5,000,000 for that project. However, for several reasons, a request for a "Technical Correction" was made to EPA that would allow for the grant funds to be used for this project (and the WRF Blower Replacement project which is discussed elsewhere in this report). This request was approved by EPA in September 2024, which means that funds for the construction of this project are now available and project can be advertised and awarded as soon as practical.



In February 2025, Greeley and Hansen continued updating and finalizing plans and specifications for permitting and EPA approval (as part of Community Funding Grant award process) and for bidding. Tentative schedule calls for bidding project in late spring and awarding in early summer. Project Tasks/Dates below have been updated below based on the current schedule, but they will likely be further refined over the next few months as final plans are readied and submitted for approvals.

Also in February 2025, Greeley and Hansen submitted a proposed Amendment No. 2 to their design contract for alleged additional services associated with changes to Construction Administration requirements, which were not covered by Amendment No. 1. This request is currently being reviewed. If any of it is determined to have merit, the resultant Amendment No. 2 would be negotiated and likely be submitted to City Council for approval during April or May 2025.

Engineer: TYLin (formerly Greeley and Hansen LLC) (John Schmidt)

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 February 2025, the Work was nearly 90% complete and remains on schedule for final completion during the Summer of 2025.

Engineer: Parkhill (Sean Price)

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 July 2024, the contractor onsite cleaning out another digester will be moving on to removing solids from the storm holding pond at the WRF after the current project, as they were the winning bidder for that project. In June 2024, we were going to solicit a quote for cleaning out Digester #3 after their current project concluded (cleaning out the digester they were originally contracted to clean). This Digester #3 cleanout would have been followed by an internal assessment of the structure's floating roof.

Instead, the WRF has hired staff who are experienced in welding. To save significant costs, we are currently developing a plan to drain the digester over the course of a week. Once the digester is drained, a minimum of two hydrogen sulfide and methane gas detectors (one interior near the proposed welding area and one exterior near the proposed welding area) would be placed as a safety precaution prior to any welding. Once the weld site is deemed safe from hazardous gases, WRF staff would then weld a steel plate on the exterior of the floating roof's crack to seal the roof again. Sealing the roof would allow for it to be repressurized and "float" once again.



This would be considered a temporary solution with an anticipated lifespan through 2028, when it is anticipated that more funds will be available to develop a more permanent solution, such as a roof replacement.

Following CIP discussions in January 2025, Digester #3 has been moved ahead of Digester #1 in digester cleanout projects. Digester #3 will be cleaned out as early as July 2025 for internal structural assessment of the digester and its roof, as well as to prepare the interior portion of the roof for a temporary fix. July 2025 is the beginning of FY 2026, which is when the next digester cleanout is scheduled. The temporary fix will be welding a metal plate over the exterior portion of the crack in the roof. The permanent roof replacement will likely happen in 2028 when more funds are available for the WRF to execute the full replacement for this CIP project. No changes were made in February with regard to executing the repair. Digester #3 will be cleaned out instead of Digester #1 as early as July. It will not happen earlier than July as the next digester cleanout project is budgeted for FY 26.

Engineer: Garver – On-Call services

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.

From an email from Parkhill on 12-05-24 the preliminary SMP-18 plans for review are expected before January 1, 2025.

NUA staff had a meeting with the new engineering team assigned to this project at Parkhill on January 30, 2025. From this meeting, plans are expected to be in-hand by mid-February 2025. Draft plans were received in late February and are under review.

Engineer: Staff with assistance from Lemke Surveying

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).

The project Kickoff Meeting occurred 7/11/24 at the WRF. Garver to develop a sampling plan based on data received by WRF staff. NUA is also holding meetings with the USGS in August and September to explore additional CEC sampling at no cost to the NUA.

As of the end of November 2024, the sampling plan is in development. Equipment for the biosolids holding bins and plumbing to be acquired in February, after sampling plan review.

In August, NUA staff organized a meeting with USGS Research Hydrologists Michelle Lorah and Jason Masoner, and OU Professor of Civil Engineering and Environmental Sciences Bob Nairn regarding sampling.

As of December 2024, the WRF land application permit and soil testing is being reviewed by Garver to begin finalizing the sampling plan. A review of sampling needs will take place in January 2025.

An onsite meeting with Garver was conducted in January 2025. During this meeting, Garver announced plans to conduct baseline sampling for the liquid and solid treatment trains at the WRF in February 2025. Also occurring in February 2025, NUA staff will begin mixing biosolids and yard clippings to create Class-A compost, specifically for use in the biosolids troughs that will be created and regularly sampled throughout the duration of this project. Sampling plan was received and items are being procured for the pilot set up. Sampling at the WRF of the solid and liquid treatment processes to will be done in March 2025.

Engineer: Garver (Bryce Callies)



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.

Preconstruction meeting occurred on July 30, 2024 at the WRF. Crossland Construction Contractors produced a schedule of work beginning in late Fall for the install of the Turbo Blowers. Lead times for electrical components for the centrifugal blowers are a driving factor for their installation not beginning until Winter of 2025. Crossland will be onsite at the WRF in August to verify measurements and confirm their construction sequence planning.

As of August 2024, installation of the turbo blowers is expected to begin in late November or early December in 2024.

This project is expected to be funded with EPA funds and a Resolution before the Norman City Council on October 8, 2024 will be presented to convert this project to be fully funded by the EPA (80% EPA, 20% City fund match required).

On October 14, 2024 Crossland Heavy repaired the leak in the blower main line, which was a base bid item. This was originally expected to be done in November, and this expedient repair has put them ahead of schedule. Crossland is currently working on removal and replacement of the first turbo blower, which may be completed in November instead of December.

As of the end of November 2024, the first turbo blower has been placed on its concrete pedestal and delays in electrical equipment has prevented finalization of the installation of the blower. Even with this delay, the project is still expected to be on schedule, with both turbo blowers installed by the end of February 2025.

As of December 2024, the project has experienced no further delays and the first turbo blower is still on pace to have its installation completed by the end of February 2025.

As of January 2025, the complete installation of the first turbo blower and WRF staff blower training is expected to occur in mid to late February 2025. As of February 2025, WRF staff has confirmed the newly installed blower works as intended when run manually, however SCADA tie-in remains before final release of the first turbo blower will be completed.

Engineer: Garver (Michael Nguyen)

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.

As of July 18, all field work has been completed and iTrackers collected. Project report anticipated in late August or early September.

As of August 2024, deliverables are expected in early September with a follow-up deliverables presentation by Duke's soon after in September.

Deliverables presentation occurred on September 24, 2024. Deliverables presentation included SLRAT, manhole inspection, and iTracker results. City Staff to review deliverables and identify future actions for identified problem areas in October 2024.



During the Southwest American Water Works Association Conference, Peter met with Brian Conroy from Duke's in regard to inadequate data produced from several iTrackers in the project period. A follow-up meeting will be held in November to discuss what Duke's will do to resolve the gap in data.

Following discussion with Duke's staff, NUA produced a spreadsheet detailing the data issues with specific iTracker units. A follow-up meeting will be held with Duke's to determine how this issue may be compensated.

In a discussion regarding the meeting needs, a discrepancy between the Duke's iTracker flow out of the Ashton Grove Basin and NUA flow monitoring devices very near to the Ashton Grove Basin was discussed. The NUA flow values are to be given to Duke's for their evaluation and included in a January 2025 meeting.

Following the January 2025 meeting, Duke's reviewed the provided flow data and requested a February follow-up meeting so they can provide more details on the data provided and the study's performance. The goal of a more detailed data analysis is to identify specific areas in Ashton Grove for smoke testing to detect infiltration and inflow issues. In the second meeting with Duke's they identified two keys areas that are candidates for smoke testing.

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

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

## **WATER PROJECTS:**

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

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

In March 2020, 2021, 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, as of August 2, 2024, all work including punchlist work, was complete ahead of the Contract Completion Date of August 4, 2024. Documentation for final acceptance, final payment and the final change order have all been prepared and signed by the contractor and engineer, and was approved by City Council approval at their January 14, 2025 meeting. This will be the final update for this project.

Engineer: Garver, LLC (formerly Cabbusiness Engineering) (Michael Nguyen)

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 at least Fiscal Year 2023/24. From that point, it was agreed that Jacobs could schedule final design work and easement acquisition at a pace intended to synchronize completion of final design, receipt of permit, and purchase of all easements with this revised construction schedule. However, Jacobs encountered issues with their chosen alignment, largely associated with a previously-unidentified and currently-unused OG&E easement along Robinson Avenue in front of large, adjacent properties owned by the United States Department of Veterans Affairs and J.D. McCarty. OG&E has now given formal authorization for Norman Utilities to encroach on their easement as needed for this project so preparation of final plans and easement acquisitions can now proceed.

Due to the critical nature of the project and the delayed progress in finalizing design for bid, meetings convened between NUA and Jacobs on January 6 and February 20, 2025. In these meetings, Jacobs and NUA committed to close coordination and working together toward the goal of completing final design as well as obtaining easements and permits in order to advertise the project in June 2025. Contract Award, and Notice to Proceed with Construction would follow thereafter in July/August 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, Norman Utilities Authority (NUA) received it's 2060 *Strategic Water Supply Plan*, which included a recommendation that, in the future, NUA evaluate the economics of a recycled water system for irrigation clients that could potentially use Lindsey Tower as dedicated storage. For this reason, demolition of Lindsey Tower was deferred until a future recycled water system could be evaluated. 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 constructing a recycled water system using treated effluent from the Norman Water Reclamation Facility (WRF) to supply irrigation water 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 recycled water system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer was also 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. In late November 2024, a final determination was made to pursue options to resurface Lindsey Tower. As a result, a change order is being prepared to delete this work from G&L's contract, and it should be submitted for City Council in January 2025.

At Robinson Tower during the month of February 2025, G&L completed all punchlist work, except for regrading and sod placement, which, due to weather conditions, will be completed in early March 2025. Tank was disinfected and returned to service on February 28, 2025. Final Acceptance and final payment should occur in April 2025.

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



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.

As of July 2024, the alignment survey is to be scheduled in September, with 30% plan development to follow the survey.

The alignment survey was completed in September 2024, and the 30% plans are currently in development. The survey yielded no unexpected findings.

In October 2024, Peter was informed that the Plummer engineers on the project, Alan Swartz and Tayler Kent, were leaving Plummer. A follow-up meeting was held to discuss the status of the project, and Robert Weinert, the engineer replacing Alan Swartz as the lead was introduced. Robert is a seasoned engineer and has worked on large projects for NUA in the past (Robinson Phase I and II WL Replacement).

A technical memorandum is expected in late November, with the 30% plans pushed back to early December.

The technical memorandum was received in December with 35% plans, and is being reviewed by NUA staff.

As of January 2025, the 35% plans are still under review. Utilities staff met with Public Works in February 2025 to ensure there are no future conflicts with projects Public Works has planned in the same area.

Engineer: Plummer (*Robert Weinert*)

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 late April 2024. Follow-up with Parkhill on May 7, 2024 has design phase expected completion on May 17.

Plans were received on Monday October 7, 2024 and are currently under review by Norman Utilities Staff.

Staff has completed review of plans and bid documents are being prepared while Parkhill addresses NUA comments on the design.

From a 12-5-24 update email, NUA expects to receive the completed plans by January 1, 2025.

The Parkhill engineer on this project has moved to a different company and a meeting with the new project manager at Parkhill will take place in January 2025. As the initial plans were already received by NUA and returned to Parkhill with NUA comments to address, the final plans are expected to come in January or February 2025. NUA staff will meet with the new project manager in January to determine how close Parkhill is to tendering final plans.

During the meeting with the new Parkhill team assigned to this project, Parkhill determined the final plans will be ready by mid-February. Bid specifications are being prepared and bidding is slated to be advertised in March.

Engineer: Parkhill (*Sean Price*)

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 was held in June. Radio network is installed and meters are communicating and reading on the system. Integration work for software is ongoing. The Initial Deployment Area is complete and but work is still ongoing to allow for testing of systems and integrations. Meter replacement rate has picked up now that freezing conditions appear to be in the past. Approximately 7,000 meters have been upgraded to-date.

Consultant: E Source (Alyssa Pourciau)

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 was reduced to approximately 4,500 services. The final inventory was submitted to the DEQ on October 16, 2024. Service line verification was completed for Norman schools and is currently ongoing for locations recommended by Voda.AI.

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 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 Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A kick-off meeting was held on February 15, 2022 after 60% streetscape plans were completed. Additional items were added to the project so an amendment will be brought to City Council for approval. This project will be completed in combination with the Public Works project to reduce overall restoration costs and impacts to the public. Project is currently out to bid.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

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. ODOT has bid the project and awarded contract. The Pre-Work meeting was held on February 12, 2025 with work expected to begin in March.

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. Staff have been working with the consultant to provide data and working through data cleanup. Initial results were provided in November. Staff reviewed the information in December and had modifications/corrections. Updated information provided and staff will complete an additional review in March.

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. Contractor has completed the installation of all the lines within the Southlake development. Remaining items of work will be cleanup as weather conditions permit.

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. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. The Planning Committee approved the revised platting/zoning for the location. Engineers are working on design revisions for the 90% submittal and staff is working on revisions to approval of Amendment 2 of the engineering contract.

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

#### 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.

#### **SANITATION CAPITAL PROJECTS:**

##### Compost Facility Scale House (SA0019):

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



Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergint) and low voltage (TransTel) was obtained by IT 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. As of the first week in March 2024, City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project.

A discussion with Tricore took place on October 2, 2024 and they requested for Norman Utilities Staff to begin compiling bid documents. Bid documents are expected to be completed in November with the bidding process beginning in December. This project doesn't have the same priority as projects with federal or state funding window constraints such as the WRF Aeration Blowers and Biosolids CEC project, or projects that will have a greater impact on Norman residents such as the Danfield WL Replacement and SMP-18, which have all required significant input from the NUA in the period originally designated for producing the bid documents in October.

This project is expected to go out for bid in January or early February 2025. A request was made for Tricore to tender plans to Development Services for review while the bidding documents are finalized and the bidding process begins.

The project went out for bid in January and bid opening will be on March 20, 2025.

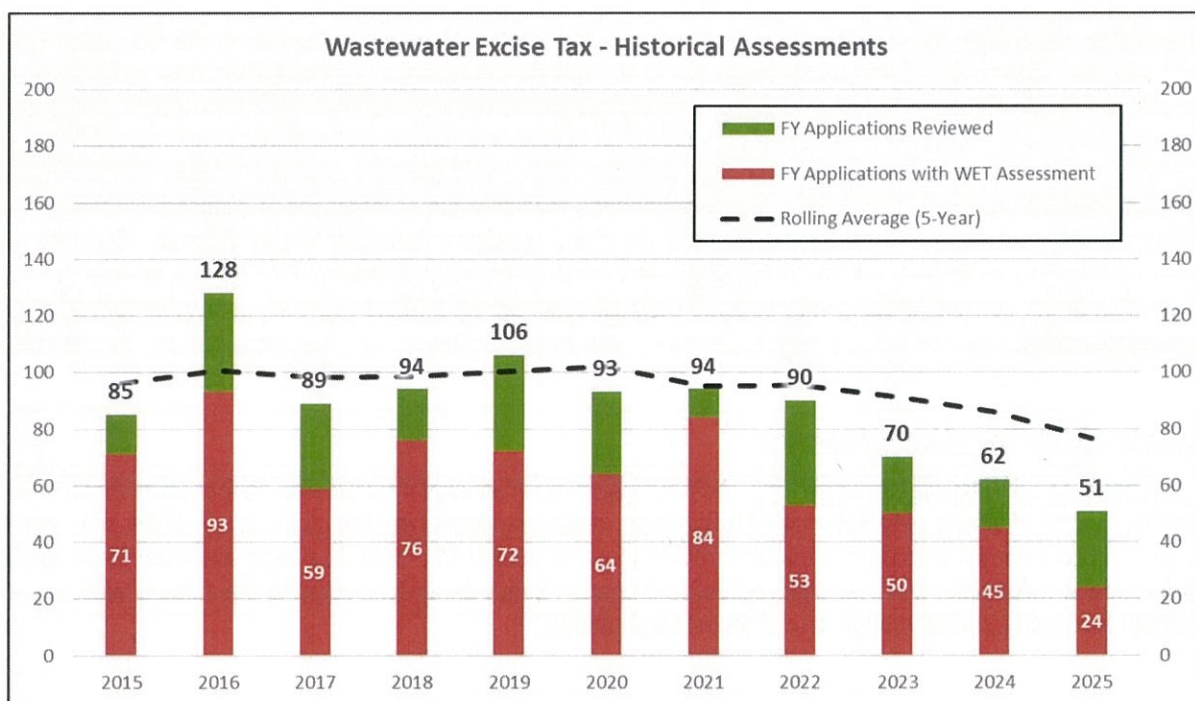
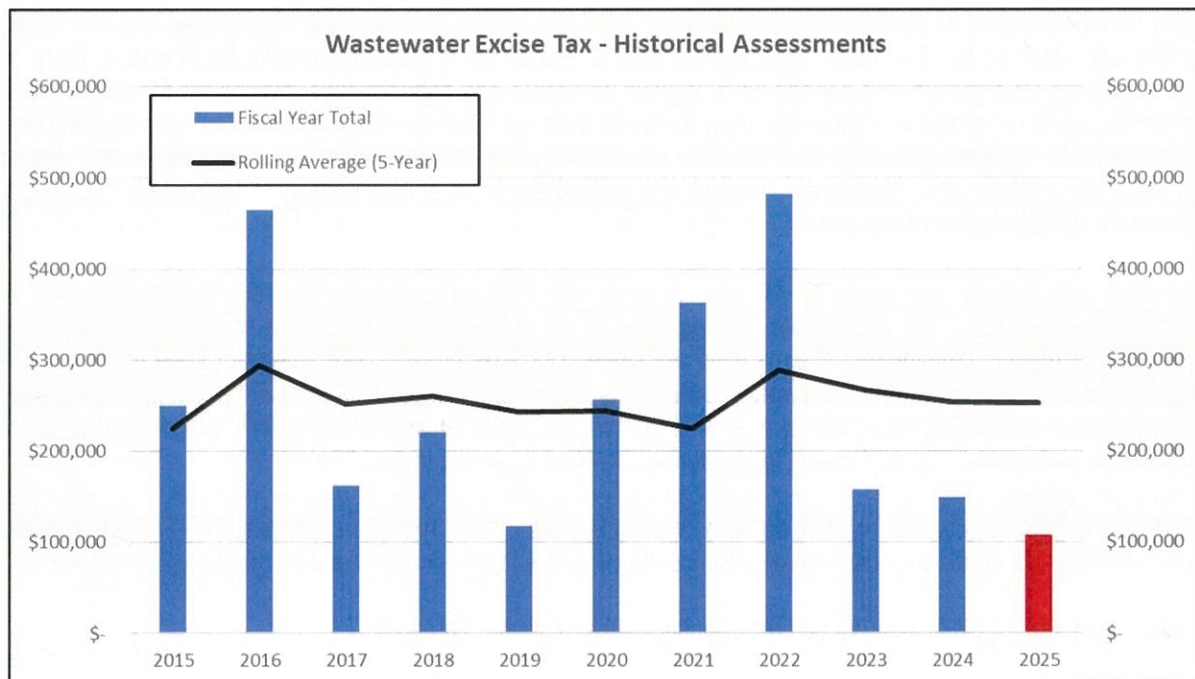
Engineer: TriCore Group, LLC (Greg Vance)

Sanitation Cost-of-Service Study (SA0025): 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. Staff are compiling information through FYE2024 to provide the most accurate data to the consultant along with updated contract costs for solid waste disposal, comingled recycling, and drop center recycling.

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

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on four commercial entities last month. Two applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 45 commercial properties have been reviewed and a total of \$107,942. 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).

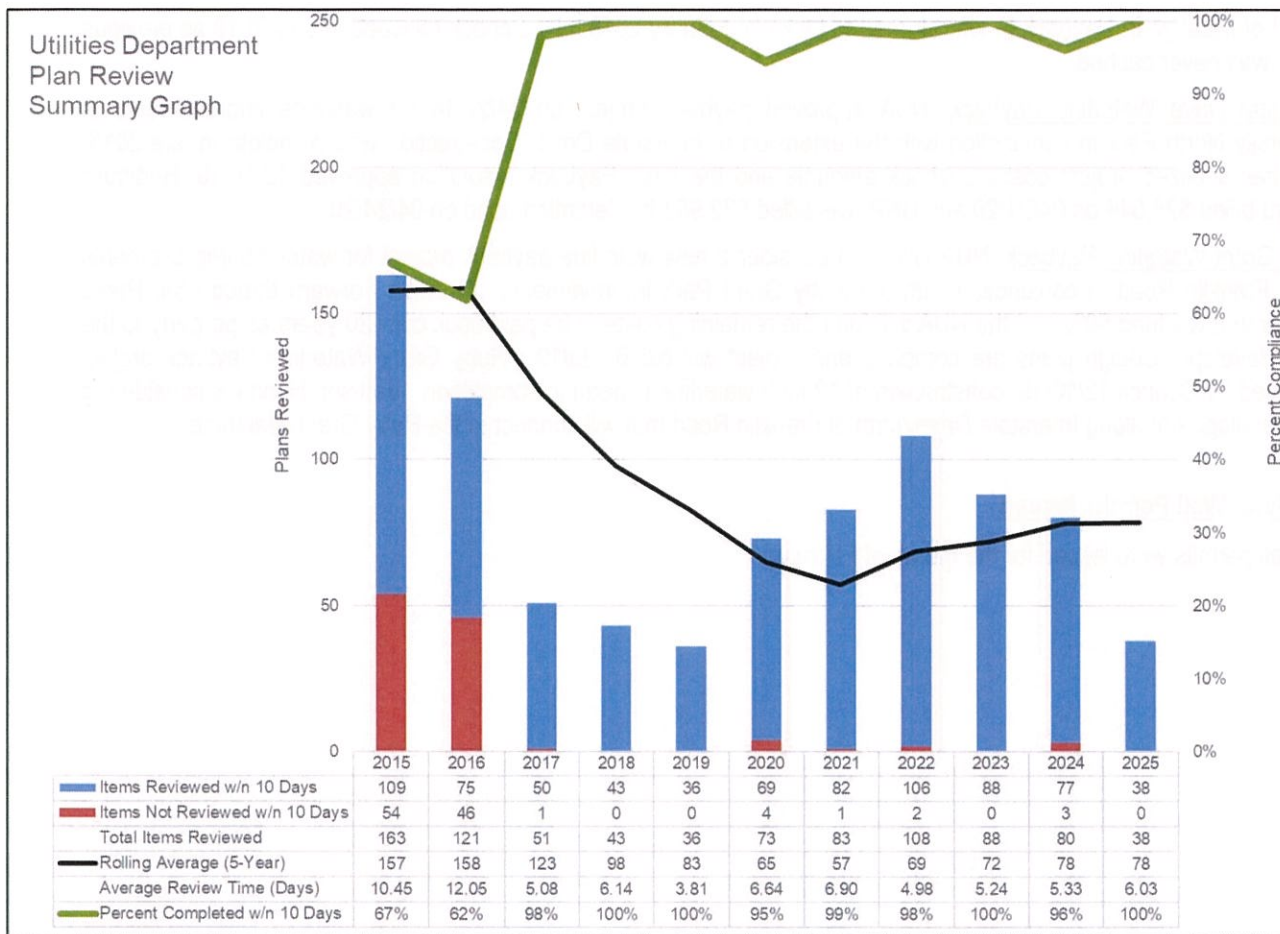




### PLAN REVIEW:

Four plan sets were reviewed this past month. Staff has reviewed 38 plans for the current fiscal year with an average review time of 6.03 days and with 100 percent of plans reviewed within 10 days. *Graph current through date or report generation.*





## RECOUPMENT PROJECTS:

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



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

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

#### **Private Water Well Permits Issued**

0 water well permits were issued for the month of February.



<b>DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY February 2025</b>
<b>SUMMARY</b>

	MONTHLY	YEAR-TO-DATE
<b>STORMWATER CONSTRUCTION SW</b>		
INSPECTIONS	87	676
ACTIVE SITES	81	643
CITATIONS	0	0
NOVS	0	0
CDOS	0	0
SWOS	0	0
ECPS	3	22

<b>STORMWATER MS4 OPERATIONS</b>		
ACTION CENTER	0	14
PWSTORMWATER	0	5
CALLS	0	45
OTHER	5	60
TOTAL INQUIRIES	5	110
OUTFALL INSPECTIONS	37	52
MCM 5 INSPECTIONS	0	122
MCM 6/P2 INSPECTIONS	0	13

<b>PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM</b>		
FOG INSPECTIONS	14	159
FOOD LICENSE APPROVAL	3	26
SIU INSPECTIONS	0	9
SIU SITES SAMPLED	2	19
TABLE II MONITORING (%)	100%	100%
TABLE III MONITORING (%)	25%	25%

<b>HOUSEHOLD HAZARDOUS WASTE</b>		
HHWF: CARS SERVED	24	451
SWAP SHOP VISITS	4	43
OIL DISPOSED	2100	33677
ANTIFREEZE DISPOSED	1350	4095
TIRES DISPOSED	4725	93060
HHW MATERIAL COLLECTED	1139.5	25164.5
E-WASTE: CARS SERVED	0	370
E-WASTE COLLECTED	0	20089
TOTAL CARS SERVED	24	845
TOTAL MATERIAL COLLECTED	1139.5	47341.5

<b>REVENUE</b>		
FOG PROGRAM	\$ 1,600.00	\$ 11,900.00
SURCHARGE	\$ 10,017.31	\$ 89,807.97
LAB ANALYSIS RECOVERY	\$ -	\$ -
IND. Dischg. Permit fee	\$ -	\$ 36,554.52
TOTAL	\$ 11,617.31	\$ 138,262.49



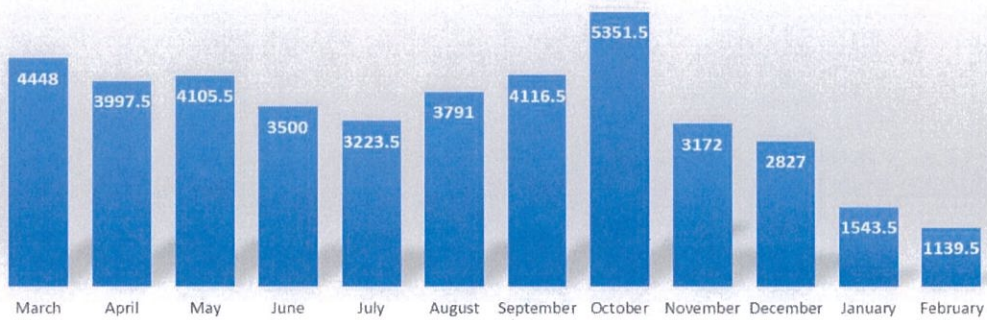
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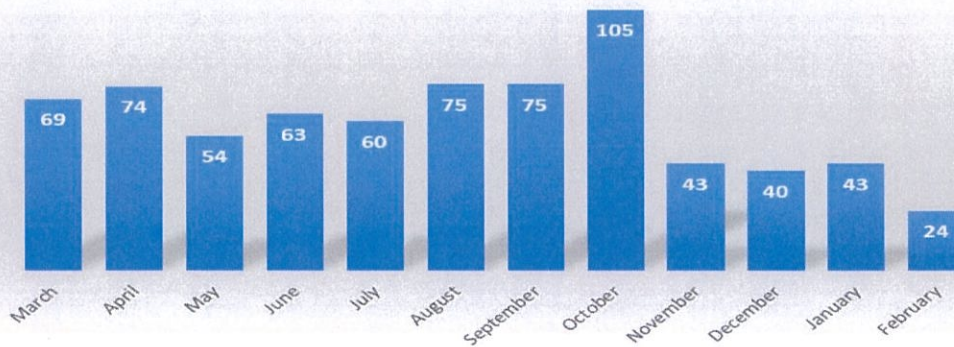
#### Upcoming Events:

	3/13/2025	Downtowners
	3/22/2025	World Water Day
3/23/25-5/18/25		Green Norman Ecobration
	3/23/2025	Kick-off event at Eastwood
4/4/25-4/5/25		Rain Barrel distribution
	4/5/2025	Big Event
4/10/25-4/11/25		Artful Inlets installation
	4/27/2025	Earth Day Festival
	5/3/2025	E-waste Collection

Amount Collected in Pounds at Facility (lbs)



Number of Facility Appointments





CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2025		FYE 2024	
February 2025	MONTH	YTD	MONTH	YTD
<b>New Meter Sets:</b>	<b>22</b>	<b>295</b>	<b>48</b>	<b>248</b>
Number Short Sets	21	279	48	244
Number Long Sets	1	16	0	4
Average Meter Set Time	5.45	5.95	4.63	5.96
Number of Work Orders:				
Service Calls	413	4,098	547	3,708
Meter Resets	0	4	0	4
Meter Removals	3	27	12	32
Meter Changes	17	374	77	423
Locates Completed	574	4,344	431	3,217
Number of Water Main Breaks	20	136	8	105
Average Time Water Off	1.22	1.53	1.13	1.65
Number of Water Leaks	26	372	39	392
Fire Hydrants:				
New	0	1	0	0
Replaced	0	7	0	4
Maintained	29	390	26	424
Number of Valves Exercised	132	904	85	739
Feet of Main Construction	0	0	0	500
Hours of Main Construction	0	0	0	1,631
Meter Changeovers	0	0	0	5
OJI's	0	0	0	0
Hours Flushing/Testing New Mains	4.50	94	4	138
Hours Worked Outside of Division	0.00	0.00	0	0



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2025		FYE 2024	
February 2025	MONTH	YTD	←MONTH	YTD
Obstructions:				
City Responsibility	3	13	0	12
Property Owner Responsibility	24	151	23	157
<b>TOTAL</b>	<b>27</b>	<b>164</b>	<b>23</b>	<b>169</b>
Number of Feet of Sewer Cleaned:				
Cleaned	71,433	806,049	53,324	669,060
Rodded	6,350	26,796	1,943	21,713
Foamed	0	60,484	0	68,206
SL-RAT	11,593	14,418	0	0
<b>TOTAL</b>	<b>89,376</b>	<b>907,747</b>	<b>55,267</b>	<b>758,979</b>
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	1	0	1
Obstruction	0	1	0	0
Private	0	1	1	9
Other (Lift Station, Line Break, etc.)	0	0	0	0
<b>Total Overflows</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>10</b>
Feet of Sewer Lines Televised	33,630	301,086	28,260	191,107
Locates Completed	212	2,114	306	2,467
Manholes:				
Inspected	982	9,422	974	8,922
New	0	0	0	0
Raised	3	19	0	9
Repaired	0	14	0	11
Feet of Sewer Lines Replaced/Repaired	0.00	15.00	12	58
Hours Worked at Lift Station	51.96	416.64	44	316
Hours Worked for Other Departments	1.07	41.85	7.22	34.46
OJI's	0	1	0	0
Square Feet of Concrete	0	0	0	0
Average Response Time (Minutes)	19.00	21.40	31.00	27.15
Number of Claims	0.00	0.00	0.00	2.00



City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
February 1-29, 2025  
**Flow Statistics**

	<b>FYE 2025</b>		<b>FYE 2024</b>	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	307.0	2657.1	354.2	2744.8
Total Effluent Flow (M.G.)	305.4	2595.7	342.9	2562.7
Influent Peak Flow (MGD)	13.0	25.0	19.8	28.3
Effluent Peak Flow (MGD)	13.0	24.2	19.5	27.7
Daily Avg. Influent Flow (MGD)	11.0	11.0	12.2	11.2
Daily Avg. Effluent Flow (MGD)	10.9	10.7	11.8	10.5
Precipitation (inches)	2.2	49.4	1.7	27.8

**Discharge Monitoring Report Stats**

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	127	213
Effluent Carbonaceous Total	4.4	3
Percent Removal	96.5	98.6
Total Suspended Solids:		
Influent (mg/L)	206	240
Effluent (mg/L)	40.7	10
Percent Removal	80.2	95.8
Dissolved Oxygen:		
Influent (min)	0.7	0.7
Effluent (min)	6.6	6.9
pH		
Influent (Low)	7.0	7.2
(High)	7.2	7.5
Effluent (Low)	6.7	6.9
(High)	7.1	7.4
Ammonia Nitrogen		
Influent (mg/L)	28.2	29.2
Effluent (mg/L)	3.1	0.1
Percent Removal	89.0	99.8

**Utilities**

Electrical

Total kWh Used (Plant wide)	543,740	4,085,700	470,960	3,587,260
Aeration Blowers, WSL&Headworks	117,700	1,023,000	133,600	998,800
UV Facility	53,200	599,600	40,400	494,200

Natural Gas

Total cubic feet/day (plant wide)	741,000	3,487,000	480,000	2,308,000
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Public Education (Tours)	1	3	4	23
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<b>Total Attendees for FYE 25</b>	<b>144</b>		<b>154</b>	
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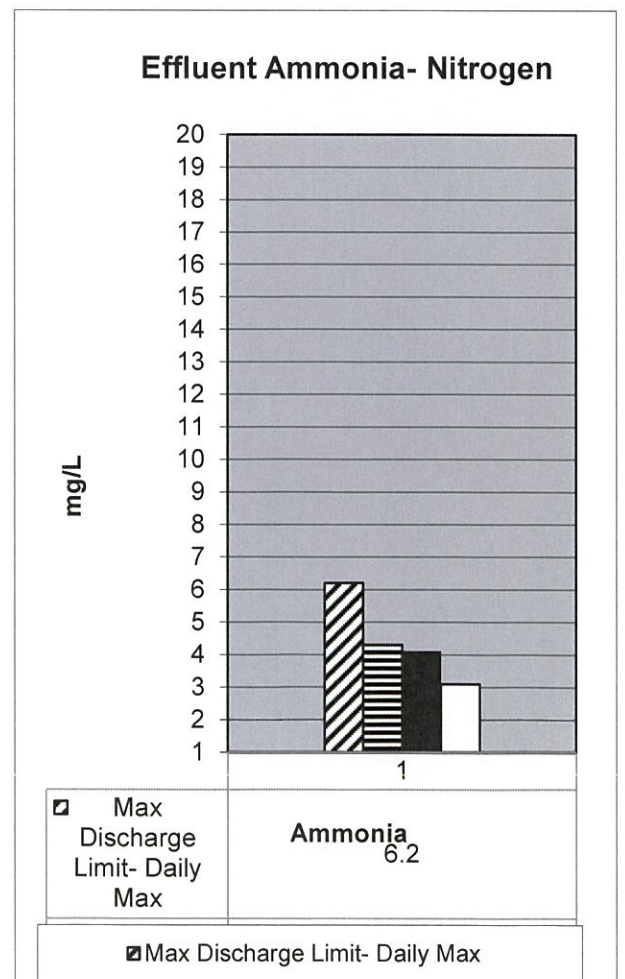
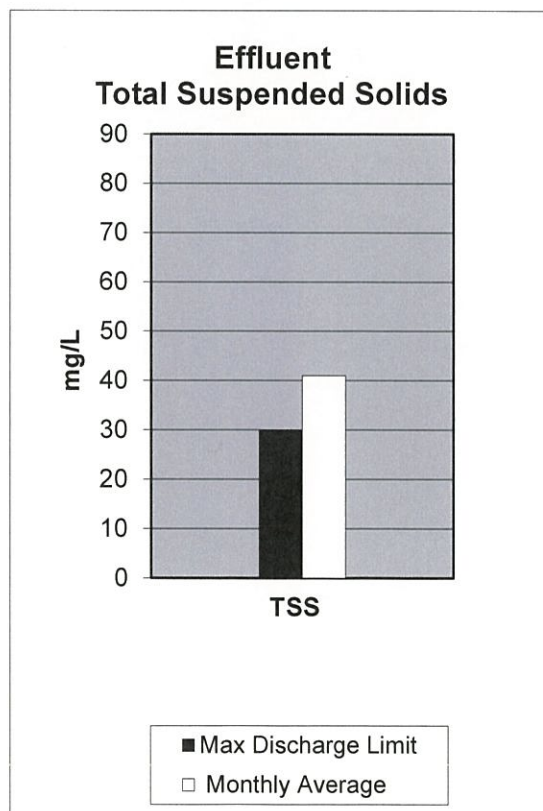
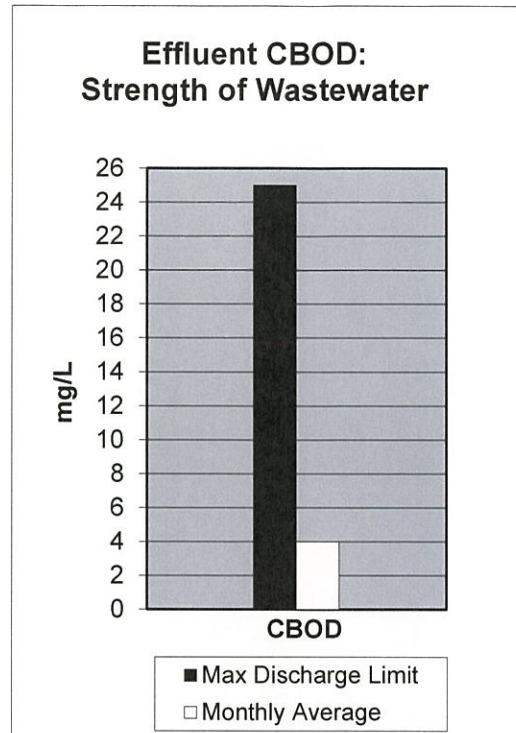
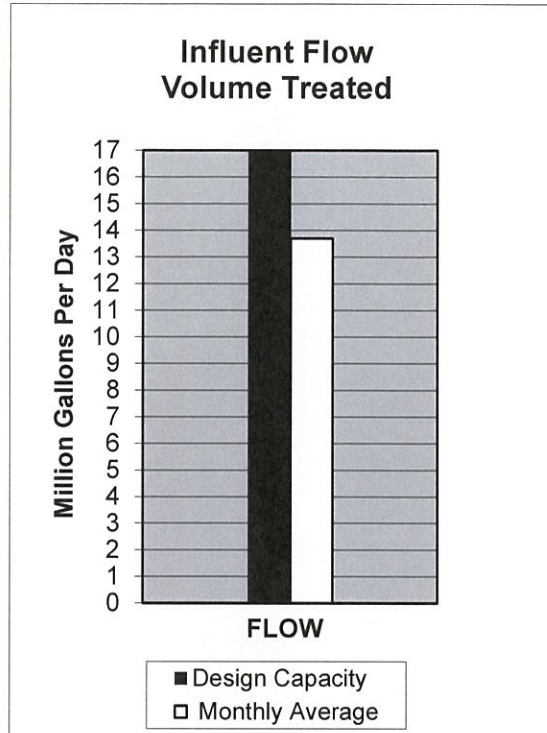
Reclaimed Water System (MG)

OU Golf Course	1.7	81.1	1.3	78.1
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E.coli geometric mean average for February 2024 205 MPN (Limit is 630)



CITY OF NORMAN  
WATER RECLAMATION FACILITY  
February 2025



Comments here



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

**WATER TREATMENT DIVISION**

**MONTH: February-2025**

	<b>FYE 2025</b>		<b>FYE 2024</b>	
	<b><u>This month</u></b>	<b><u>Year to date</u></b>	<b><u>This month</u></b>	<b><u>Year to date</u></b>
<b>Water Supply</b>				
Plant Production (MG)	252.31	2783.85	276.53	2451.04
Well Production (MG)	62.58	705.07	53.11	1029.62
Oklahoma City Water Used (MG)	27.99	238.78	28.99	243.12
Total Water Produced (MG)	342.88	3727.70	358.62	3723.78
Average Daily Production	12.25	15.34	12.37	15.26
<b>Peak Day Demand</b>				
Million Gallons	14.77	23.15	13.31	23.32
Date	2/22/2025	8/6/2024	2/26/2024	9/4/2023
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: 2024- system capacity updated to reflect actual firm capacity from all sources				
<b>Costs</b>				
Plant	\$673,997.11	\$5,586,752.50	\$656,047.40	\$5,452,486.95
Wells	\$195,723.19	\$1,885,929.42	\$266,183.98	\$2,035,176.86
OKC	\$99,542.99	\$800,335.88	\$105,017.64	\$769,107.91
Total	\$969,263.29	\$8,273,017.80	\$1,027,249.02	\$8,256,771.72
<b>Cost per Million Gallons</b>				
Plant	\$2,671.26	\$2,006.85	\$2,372.46	\$2,224.56
Wells	\$3,127.77	\$2,674.81	\$5,012.41	\$1,976.63
OKC	\$3,555.87	\$3,351.79	\$3,623.05	\$3,163.54
Total	\$2,826.80	\$2,219.34	\$2,864.47	\$2,217.31
<b>Water Quality</b>				
Bacterial Samples in Compliance	100	801	100	808
Bacterial Samples out of Compliance	0	2	0	2
Total number of inquiries (Note 2)	0	11	0	18
Total number of complaints (Note 2)	3	28	4	44
Number of complaints per 1000 service connections	0.07	0.65	0.10	1.07
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	26	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	26	0	0	0
Safety Training Sessions Held	0	0	1	7
<b>Public Education</b>				
Number of tours conducted	1	14	1	10
Number of people on tours	1	164	24	161

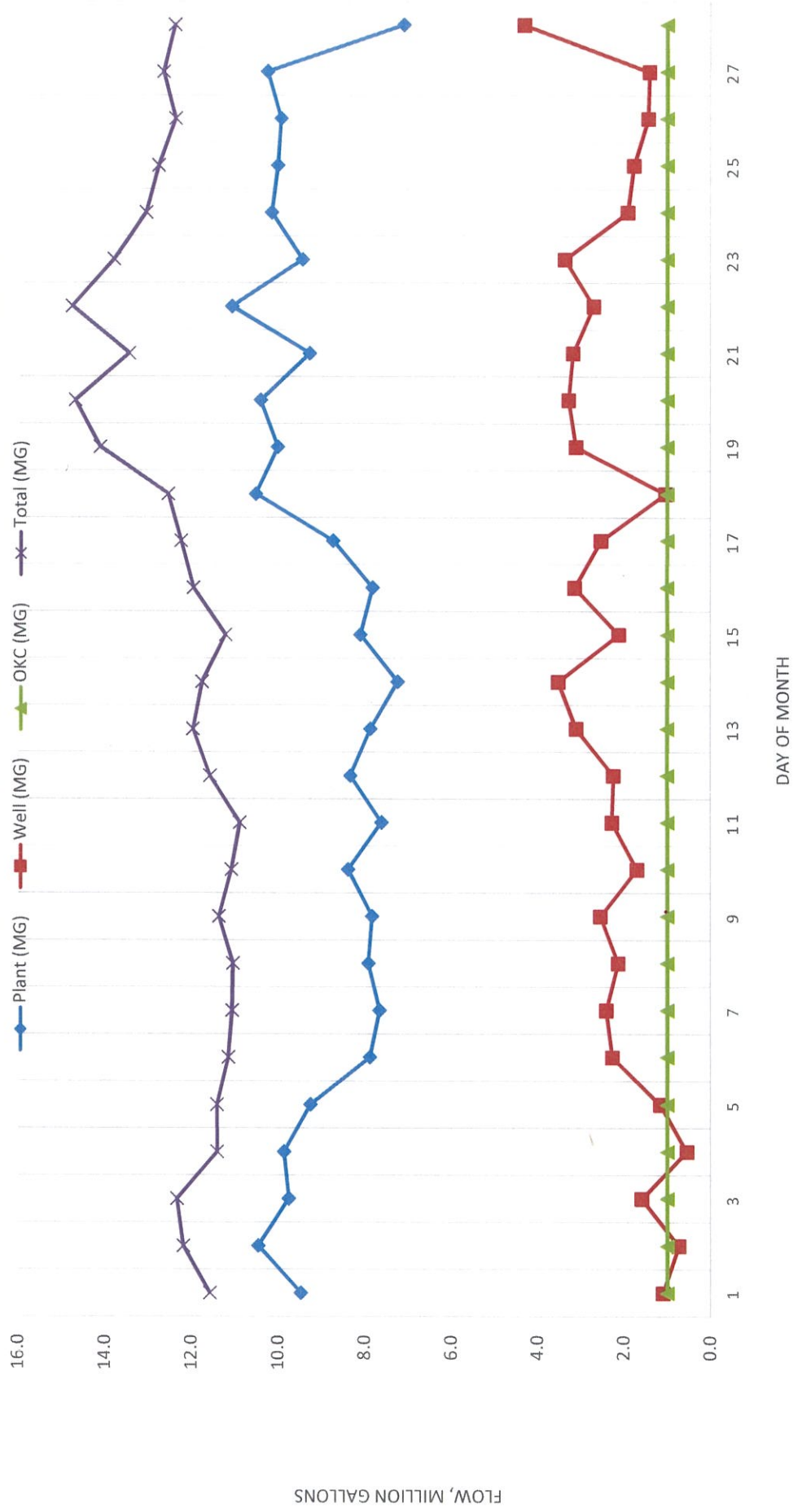
**Notes:**

One OJI from slipping on ice occurred on 2/18 and resulted in 25.5 hours of OJI for February

Most monitoring well sensors are not working properly. Staff is working to get these replaced in order to start pulling accurate



# WATER PRODUCTION FOR FEBRUARY 2025





# MONTHLY TRANSFER STATION REPORT

February 2025

	TONS PER MONTH	REVENUE PER MONTH
O.U.	295.80	\$16,803.13
STANDARD GATE	852.07	\$99,750.88
RESIDENTIAL	155.27	\$7,593.60
MATTRESS		\$3,900.00
TOTALS:	1,303.14	\$128,047.61

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	385.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7055.25
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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:	385.00
GRAND TOTAL TONS TO LANDFILLS	7,055.25

DISPOSAL COST PER TON (OKC)	\$21.75
TIPPING FEE'S FOR DUMPING AT OKC:	\$153,451.69
GRAND TOTAL TIPPING FEE'S	\$153,451.69

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	581.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	3663.56
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	406.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	2388.48
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	987.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6052.04
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	87.27
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TOTAL TONS RECEIVED AT TRANSFER STATION	1390.41
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# SANITATION DIVISION PROGRESS REPORT

## SUMMARY 2025

	FYE 23		FYE 25	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	2	21	2	15
<u>On The Job Injuries</u>	1	4	2	6
<u>Bulk Pickups</u>	40	173	57	469
<u>Refuse Complaints</u>	120	473	127	905
<u>New Polycarts Requests</u>	48	383	48	390
<u>Polycarts Exchanges</u>	7	80	2	37
<u>Additional Polycart Requests</u>	66	443	71	599
<u>Replaced Stolen Polycarts</u>	29	153	13	219
<u>Replaced Damaged Polycarts</u>	51	731	27	468
<u>Polycarts Repaired</u>	25	319	20	234



# COMPOST MONTHLY REPORT

FEBRUARY 2025

MONTH

TONS BROUGHT IN BY COMPOST CREWS:	164.55
LANDFILL TIPPING FEE'S	\$ 21.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 3,578.96

TONS BROUGHT IN BY PUBLIC:	1,200.00
TONS BROUGHT IN BY CONTRACTORS :	1,800.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	100.00
LANDFILL TIPPING FEE'S	\$ 21.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 67,425.00

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 71,003.96
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REVENUE COLLECTED FROM COMPOST SALES:	\$350.00
REVENUE COLLECTED FROM GATE SALES:	\$4,320.00

TOTAL TONS COLLECTED	3,264.55
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MULCH CUBIC YDS

MONTH

COMPOST CUBIC YDS

MONTH

PARKS DEPT.	
ROAD & CHANNEL	
LINE MAINTENANCE	
STREET DEPT.	
WATER TREATMENT	
MURPHY PRODUCTS OKC	
SELF LOADING BIN	
DRYING BEDS	1,800
COMPOST SOLD BY CUBIC YARDS	
MULCH SOLD BY CUBIC YARDS	9,000
TOTAL:	1,800

18
105
18



**CURBSIDE MONTHLY RECYCLING REPORT****Feb-25****PROGRAM STATISTICS**

	<b>AVERAGE</b>
	<b>MONTH</b>
SET OUT/PARTICIPATION RATE:	65%
AVERAGE TONS PER DAY :	17.48
POUNDS PER HOME:	20.68

**COMMODITY BY TON**

	<b>% of Total</b>	<b>TONS</b>
ALUMINUM BEVERAGE CAN	2.10%	7.35
#1 PET	5.50%	19.24
NEWS	0.00%	0
GLASS CONTAINERS	5.72%	20.01
MIX PAPER	33.40%	116.83
PLASTIC FILM	0.57%	1.99
#2 NATURAL	0.90%	3.15
#2 COLOR	1.10%	3.85
#3-#7	0.00%	0
METAL	0.82%	2.87
RIGIDS	0.89%	3.11
TIN-STEEL SCRAP	3.30%	11.54
TRASH	28.30%	98.99
OCC	17.40%	60.86
<b>TOTAL</b>	<b>100.00%</b>	<b>349.79</b>

	<b>MONTH</b>
SERVICE CALLS (MISSES)	18
HOUSESIDE	0
REMINDER	0
SCATTERED	0
MISC.	0
REPAIR	8
NEW	36
ADD	3
MISSING	6
EXCHANGE	0
REPLACE	4
PICK UP	13
<b>TOTAL CALLS</b>	<b>88.00</b>

	<b>MONTH</b>
<b>LANDFILL COST AVOIDANCE</b>	<b>\$7,607.93</b>



# Drop Center Report February 2025

MONTHLY UNIT PRICES		Revenue per ton	Proc. Fee	LBS Rejected	Tons Rejected	%	LNDEL Fee	Tons Diverted	\$ Diverted
ALUMINUM:		\$1,150.00	\$0.00		0	0	\$21.75	240.51	\$5,231.09
PLASTICS:		\$75.00	\$0.00						
STEEL CANS:		\$0.00	\$0.00						
MIXED OFFICE PAPER:		\$15.00	\$0.00						
CARDBOARD:		\$55.00	\$0.00						

RECYCLING CENTER DATA:		#9	Westwood	Hollywood	Transfer	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	TONS		TONS	TONS	TONS				
PLASTICS:		0.3	0.1	0.55	0.05	1	\$0.00	\$1,150.00	\$1,150.00
STEEL CANS:		2.16	1.08	4.38	0.33	7.95	\$0.00	\$596.25	\$596.25
MIXED OFFICE PAPER:		0.3	0.1	0.55	0.05	1	\$0.00	\$0.00	\$0.00
CARDBOARD:		3.08	0.9	22.79	0	26.77	\$0.00	\$401.55	\$401.55
RECYCLING CENTER TOTALS:		17.08	9.94	28.1	1.27	56.39	\$0.00	\$3,101.45	\$3,101.45
		22.92	12.12	56.37	1.7	93.11	\$0.00	\$5,249.25	\$5,249.25

Commercial Cardboard Containers		Revenues	Compactors	Revenues	Wood	Glass	Metal
TONS		TONS	TONS	TONS	TONS	TONS	TONS
27.36		\$1,504.80	15.82	\$870.10		30.52	
							Cost
							Profit

Expenses		Average hrly+ benefits		\$26.78	
Cage Rolloff		Cardboard		MXD Office	
Hours		Occ Compact		Total	
		40	192	10	18
Labor \$		\$1,071.20	\$5,141.76	\$267.80	\$482.04
Vehicle cost		\$229.20	\$353.83	\$57.30	\$103.14
					\$743.47

Customer Revenue	
	\$12,377.80

Total All Recycle and Cardboard		Total Recycle Only		Total Cardboard	
TONS		TONS		TONS	
166.81				99.57	

Revenues	
	\$7,624.15

Revenues	
	\$5,476.35

Revenue		Expense		Net	
	\$20,001.95	\$7,706.27	\$	12,295.68	