

City of Norman



Monthly Departmental Report

September 2021

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT
September 2021

ACTION CENTER

DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	0	11	5	12
Bus Service	0	3	0	0
CDBG	2	11	0	4
City Clerk	54	341	2	55
City Manager/Mayor	3	14	4	11
City Wide Garage Sale	0	205	0	6
Code Enforcement	29	159	8	21
Finance	24	93	0	1
Fire/Civil Defense	1	5	0	1
Human Resources	0	7	0	0
I.T.	7	16	0	0
Legal	4	14	2	4
Line Maintenance	11	47	2	5
Municipal Court	4	10	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	17	50	1	5
Permits/Inspections	14	100	6	10
Planning	33	45	0	0
Police/Parking	17	62	1	25
Public Works	16	35	2	5
Recycling	0	0	0	0
Sanitation	38	115	3	7
Sidewalks	0	3	0	0
Storm Debris	0	0	0	0
Storm Water	1	27	4	6
Streets	11	56	1	4
Street Lights	6	26	0	0
Traffic	15	42	0	2
Utilities	17	33	6	8
WC Questions	0	0	0	0
WC Violations	0	0	0	0
September Total: 373	324	1,530	49	194

LICENSES

19 New licenses and 3 renewals were issued during the month of September. 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	1	6
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	0	0	Retail Wine	1	6
Distiller	0	0	Salvage Yard	0	0
Food	6	20	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	1	3
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	2	4
Kennel	0	0	Solicitor/Peddler (one day)	1	2
Medical Marijuana Dispensary	1	7	Special Event	0	0
Medical Marijuana Grower	1	5	Strong Beer & Wine/Winemaker	0	1
Medical Marijuana Processor	0	3	Taxi/Motorbus/Limousine	0	0
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	0	0	Temp Food (one day)	3	7
Mixed Beverage/Caterer	3	5	Temp Food (30 day)	1	5
Pawnbroker	0	0	Temp Food (180 day)	1	4
Pedicab	0	0	Transient Amusement	0	0
YTD License Total: 79	11	40		11	39

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
The Nutrition Spot	920 W Main Street	Food Service
Oncue Express #138	1122 24 th Ave SW	Food Service; Retail Beer, Retail Wine
Pinkberry Norman	323 W Boyd St.	Food Service
Velvet Taco Norman	1440 W Lindsey St.	Mixed Beverage/Caterer
Yo Pablo	747 Asp Ave	Mixed Beverage/Caterer
405 Burger Bar	1429 George Ave	Mixed Beverage/Caterer

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
3 Dimensional Roofing	Sooner Bloomers	America's Heartland Roofing
777 Roofing & Construction		

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Taqueria San Tadeo	Thai Taste on Wheels	Popworth's Kettlecorn
		The Wandering Pig, LLC
		Yum Pig

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
09/01/2021	Crossroads Roofing Supply (Tyler McDaniel)	City dump trucks were allegedly using the parking lot of this business to turn around to get back on Flood Ave due to ongoing construction on Flood Ave between Tecumseh Rd and Rock Creek Rd., which caused 3 large potholes.	\$6,000.00
09/24/2021	West Lindsey Center Investors, LLC	Alleged damage to service line crossing Lindsey St. that caused several sewage backups from September 2019 through April 2021. Claim is for Property Damage and Nuisance.	\$150,000.00

SPECIAL SESSION

On September 28, 2021, City Council met in Special Session to discuss the report on the Advanced Metering Infrastructure Assessment Results and went into Executive Session to discuss the acquisition of real property located at 318 East Comanche Street and 207 East Gray Street.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On September 2, 2021, the Business and Community Affairs Committee met and discussed the landscape design plan for the Central Library as well as the proposed Ordinance O-2122-17 regarding Community Resource Refrigerators.

STUDY SESSION

On September 21, 2021 the City Council met in Study Session to discuss the American Rescue Plan Act of 2021 (ARPA) Storm water Projects.

FINANCE COMMITTEE

On September 16, 2021, the Finance Committee met and discussed the FYE 2021 year-end and FYE 2023 Budget Calendar. Additionally, they discussed the monthly revenue and expenditures report and submitted the Open Positions Report.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

On September 23, 2021, the Community Planning and Transportation Committee met and discussed the Public Transit Report and continued discussions regarding Protected Bicycle Lanes as well as Motorized Scooters (E-Scooters).

CITY MANAGER 2

NORMAN FORWARD 2A



Memorandum

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

From: Randy Hill, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 10.18.2021

Re: September 2021 Monthly Report

REPORT PERIOD: September 1 through September 30, 2021

WORK THIS MONTH

1. Wednesday, September 1, 2021 | 9:30 a.m. | Norman Senior Wellness Ground Breaking Planning Mtg
 - a. Ground Breaking Planning Meeting
2. Wednesday, September 1, 2021 | 10:00 a.m. | Development Center Roofing Pre-Const. Mtg.
 - a. Meeting to discuss scope of work for roofing and MEP with subs on roof
3. Thursday, September 2, 2021 | 7:30 a.m. | YFAC Schedule Discussion
 - a. Meeting to discuss schedule for YFAC
4. Thursday, September 2, 2021 | 11:45 a.m. | Reaves Bid Opening Review
 - a. Meeting to discuss bids received for the Reaves Park Project
5. Thursday, September 2, 2021 | 1:00 p.m. | Indoor Aquatic and Multi-Sport Weekly Programming Meeting
 - a. Weekly meeting to discuss programming issues
6. Thursday, September 2, 2021 | 2:30 a.m. | Municipal Complex Development Center OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
7. Monday, September 6, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
8. Monday, September 6, 2021 | 3:30 p.m. | YFAC - ADG/FSB Coordination
 - a. Meeting with FSB to facilitate coordination of contract documents
9. Tuesday, September 7, 2021 | 10:00 a.m. | North Base Lubrication System Discussion
 - a. Meeting by contractor to discuss lubrication system for the project
10. Wednesday, September 8, 2021 | 9:30 a.m. | Norman Senior Wellness Ground Breaking Planning Mtg
 - a. Ground Breaking Planning Meeting
11. Wednesday, September 8, 2021 | 9:30 a.m. | North Base Complex Bi-Monthly Update Call
 - a. Discussion of project schedule, budgets, and critical issues
12. Wednesday, September 8, 2021 | 10:45 a.m. | YFAC GMP 1 Discussion
 - a. Discussion on GMP 1 for YFAC with G.E. Johnson
13. Thursday, September 9, 2021 | 10:00 a.m. | YFAC GMP 1 General Conditions Discussion
 - a. Discussion of project FF&E and images to determine a direction for furniture design
14. Thursday, September 9, 2021 | 1:00 p.m. | Indoor Aquatic and Multi-Sport Weekly Programming Meeting
 - a. Discussion of programming issues on the Indoor Aquatic and Multi-Sport Project
15. Thursday, September 9, 2021 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
 - a. Discussion of programming issues on the Senior Wellness Center Project

16. Friday, September 10, 2021 | 2:00 p.m. | Reaves Ad Hoc Meeting
 - a. Director of Parks Meeting with Ad Hoc Group on Reaves Park
17. Monday, September 13, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
18. Monday, September 13, 2021 | 1:30 p.m. | North Base Discussion
 - a. Meeting to discuss current issues with North Base Project
19. Monday, September 13, 2021 | 3:30 p.m. | YFAC - ADG/FSB Coordination
 - a. Meeting with FSB to facilitate coordination of contract documents
20. Tuesday, September 14, 2021 | 8:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
21. Tuesday, September 14, 2021 | 10:00 a.m. | Ruby Grant Park OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
22. Thursday, September 16, 2021 | 2:30 p.m. | Municipal Complex Development Center OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
23. Monday, September 20, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
24. Tuesday, September 21, 2021 | 8:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
25. Wednesday, September 22, 2021 | 10:00 a.m. | Reaves Park Phase 1 Planning Meeting
 - a. Meeting to discuss schedule with subcontractors
26. Friday, September 24, 2021 | 8:00 a.m. | Meeting to discuss ACM at Development Center with Tec-An
 - a. Preliminary discussion on plan to deal with ACM
27. Monday, September 27, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
28. Tuesday, September 28, 2021 | 8:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
29. Wednesday, September 29, 2021 | 9:00 a.m. | Development Center Abatement
 - a. Discussion with City on Plan of Action and Purchasing Solution for ACM
30. Wednesday, September 29, 2021 | 9:30 a.m. | North Base Complex Bi-Monthly Update Call
 - a. Discussion of project schedule, budgets, and critical issues
31. Wednesday, September 29, 2021 | 10:30 a.m. | Development Center Schedule Review
 - a. Meeting to discuss proposed schedule for removal of ACM
32. Wednesday, September 29, 2021 | 11:00 a.m. | Norman North Base OAC Monthly Meeting
 - a. Monthly OAC discussion of project schedule, budgets, and critical issues
33. Thursday, September 30, 2021 | 2:30 p.m. | Municipal Complex Development Center OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
 - b. Further VE process to be within budget discussed with CON and Healthy Living OKC

Construction Observation Site Visits:

- a. Griffin, Phase 4: 2
- b. Municipal Complex, Development Center: 8
- c. North Base: 10
- d. Ruby Grant: 2

WORK ANTICIPATED THE UPCOMING MONTH (September 2021)

- Griffin Park Ph. 4
 - Close out of project
- Central Library
 - Contractor working on open warranty items and leaks.

- c. Issues: No known issues
 - Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: CDs in progress,
 - b. Budget: Design Development estimate in progress
 - c. Issues: No known issues
 - Senior Wellness Center
 - a. Schedule: Design development VE process ongoing
 - b. Budget: Budget alignment in progress
 - c. Issues: NRHS Porter Campus Master Plan
 - Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: None
-

SUBMITTED BY: ADG – Randy W. Hill

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – September 2021

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

Treasury Division:

In the month of September, the Treasury Division processed 39,764 payments in person and over the phone, a decrease of -1.4% from last month. Paymentus (the City’s 3rd party processor of online and automated telephone payments) processed 12,882 payments in September, a decrease of -4% from last month.

Utility Services Division:

The Meter Reading Division read 41,744 meters. Out of 77 meter reading routes, 51 (66%) were read within the targeted 30-day reading cycle. 65 routes (84%) were read by the 32nd day, and all routes were read by the 34th day. Twenty routes were estimated in September.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of September by -0.4%. Revenues from the City’s largest single source of revenue, sales tax, are above target by 19% for the year to date and 22.4% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 22 Budget To Date	FYE 22 Actual To Date	FYE 21 Actual To Date	FYE 20 Actual To Date
Sales Tax Revenue	\$11,539,427	\$13,732,071	\$11,217,959	\$10,037,131
General Fund Revenue	\$22,173,991	\$22,090,909	\$28,111,435	\$18,358,470
General Fund Expenses	\$22,766,357	\$18,976,663	\$19,227,474	\$17,075,397

Administration Division

	FYE 22		FYE 21	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	960.00	320.00	960.00
Total Comp Time Available	5.75	14.25	3.00	6.75
Total Overtime Hours	0.00	0.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	325.75	974.75	323.00	966.75
Benefit Hours Taken	65.50	144.50	42.75	194.75
TOTAL ACCOUNTABLE STAFF HOURS	260.25	830.25	280.25	772.00
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 22		FYE 21	
	September	YTD	September	YTD
Total Regular Hours Available	960.00	2,880.00	960.00	2,880.00
Total Comp Time Available	2.25	9.50	0.00	12.50
Total Overtime Hours	13.00	80.00	16.75	25.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	975.25	2,969.50	976.75	2,918.25
Benefit Hours Taken	183.00	408.50	122.25	322.25
TOTAL ACCOUNTABLE STAFF HOURS	792.25	2,561.00	854.50	2,596.00
 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

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 22	FYE 22	
	September	August	
Total Revenue Received (\$)	\$5,003,766	\$5,058,936	(\$55,170)
Utility Payments - Office (#)	39,764	40,319	(555)
Utility Payments - Office (\$)	\$4,616,040	\$4,524,241	\$91,799
Lockbox (#)	11,267	11,999	(732)
Lockbox (\$)	\$1,159,674	\$1,151,714	\$7,960
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$12,882	\$13,419	(\$537)
Paymentus (\$)	\$1,715,702	\$1,583,686	\$132,016
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	12,069	13,929	(1,860)
Bank Draft Payments (\$)	\$1,381,659	\$1,525,722	(144,063)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	120	136	(16)
Processed Return Checks (\$)	(\$16,463)	(\$17,949)	\$1,486
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$30,001	\$185,936	(\$155,935)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$183,103	\$147,139	\$35,964
Municipal Court - Credit Card (#)	614	479	135
Municipal Court - Credit Card (\$)	\$92,551	\$82,103	\$10,448
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$160,186	\$391,332	(\$231,146)
Building Permits Credit Card (#)	343	374	(31)
Building Permits Credit Card (\$)	\$87,814	\$255,700	(\$167,886)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$4,451	\$4,639	(\$188)
Occupational License - Bldg Insp. CC (#)	18	15	3
Occupational License - Bldg Insp. CC (\$)	\$3,551	\$2,939	\$612
Business License - City Clerk (\$)	\$7,985	\$12,375	(\$4,390)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$142,571	\$377,423	(\$234,852)

Budget Services Division

	FYE 22		FYE 21	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	319.50	959.50	320.00	960.00
Total Comp Time Available	0.00	2.75	0.00	0.00
Total Overtime Hours	0.50	0.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	962.75	320.00	960.00
Benefit Hours Taken	44.50	168.00	84.00	111.00
TOTAL ACCOUNTABLE STAFF HOURS	275.50	794.75	236.00	849.00
 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

Treasury Division

	FYE 22		FYE 21	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	657.25	2,257.25	800.00	2,400.00
Total Comp Time Available	10.75	53.25	18.00	48.50
Total Overtime Hours	31.00	110.25	20.75	52.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	699.00	2,420.75	838.75	2,500.50
Benefit Hours Taken	107.25	333.50	115.75	428.25
TOTAL ACCOUNTABLE STAFF HOURS	591.75	2,087.25	723.00	2,072.25
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

UTILITY 3C

Utility Division

	FYE 22		FYE 21	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,262.00	6,982.00	2,720.00	8,160.00
Total Comp Time Available	3.25	41.75	20.00	109.75
Total Overtime Hours	91.75	316.50	261.50	415.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,357.00	7,340.25	3,001.50	8,685.50
Benefit Hours Taken	513.50	1,427.75	505.25	1,609.25
TOTAL ACCOUNTABLE STAFF HOURS	1,843.50	5,912.50	2,496.25	7,076.25
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

Office Services

	FYE 22		FYE 21	
	September	YTD	September	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	318.75	958.75	320.00	960.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	32.75	109.00	0.00	123.25
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	351.50	1,067.75	320.00	1,083.25
Benefit Hours Taken	24.00	136.00	26.00	42.00
TOTAL ACCOUNTABLE STAFF HOURS	327.50	931.75	294.00	1,041.25
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 22 August	FYE 22 September
Mail Payments - Lockbox	15,680	15,858
Mail Payments - Office	6	417
Mail Payments - Subtotal	15,686	16,275
Night Deposit	138	274
Click-to-Gov Payments	0	8,503
Paymentus Payments	11,999	1,795
IVR Payments		0
Without assistance payments - Subtotal	12,137	10,572
Drive-up window & inside counter	2,365	0
Credit Card machine payments (swipe)	0	715
Credit Card machine payments (phone)	0	712
With assistance payments - Subtotal	2,365	1,427
Total Payments Processed - Subtotal	30,188	28,274
Bank Draft (ACH) Payments	11,668	14,814
Total Payments (Utility)	41,856	43,088
Total Convenience Fees - all Payments	0	2,504
Grand Total Payments	41,856	45,592

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

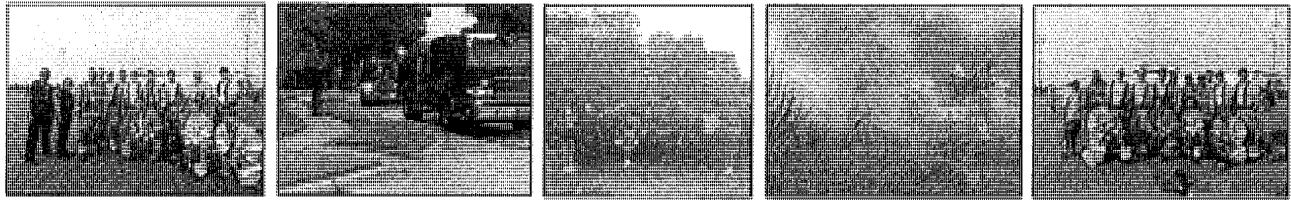
	FYE 22		FYE 21	
	September	YTD	September	YTD
Number of Meters Read	38,796	115,716	34,741	102,373
New Service	659	2,644	721	2,846
Request for Termination	624	2,558	711	2,699
Delinquent On(s)	252	590	391	666
Delinquent Offs	265	602	573	958
Collect Deposit Tags Hung	0	0	26	60
Collect Deposit Cut Offs	0	0	0	12
Blue Tags	0	0	31	64
Number of Meters Re-read	1,117	2,801	735	1,924
Meters Cleaned	0	75	77	291
Customer Assists	0	0	63	277
Meters Pulled	3	6	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	28	87	92	213
TOTAL	41,744	125,079	38,161	112,383

Utility Division Activity Report

	FYE 22		FYE 21	
	September	YTD	September	YTD
STATUS REPORT				
Regular Utility Accounts Billed	42,678	130,115	43,564	129,982
New Ons	682	2,705	1,217	3,956
Final Accounts Billed	627	2,355	629	2,645
TOTAL ACCOUNTS BILLED	43,987	135,175	45,410	136,583

FIRE DEPARTMENT

4



NFD Monthly Progress Report September 2021

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	43	2.55%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1013	59.98%
4 - Hazardous Conditions (No Fire)	30	1.78%
5 - Service Call	160	9.47%
6 - Good Intent Call	339	20.07%
7 - False Alarm & False Call	73	4.32%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.12%
Incomplete Reports	29	1.72%
Total Incident Count (Unique Calls)	1689	100.00%
Number of Total Unit Responses	2257	

Total Fire Loss \$112,120.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	336	296	0:04:56
Station #2	258	308	0:05:08
Station #3	268	352	0:05:52
Station #4	178	307	0:05:07
Station #5	73	585	0:09:45
Station #6	65	472	0:07:52
Station #7	143	351	0:05:51
Station #8	104	317	0:05:17
Station #9	253	346	0:05:46

Community Outreach

Tours and Special Events	12	Fire Safety Visits, Community Play in the Park, HS Bonfire, Homecoming Parades
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Burn Permits

Burn Permits Issued	48	Total of 3 burn days
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Training

Total Personnel Training Hours	1979	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

September 2021

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD2	1		1							
Chief 301	20	3	1	2			3	6	4	1
Chief 302	24	5	2	2	5		1	6		3
Chief 303	36	6	5	4	1	12		4	3	1
Chief 304	2	1						1		
Chief 401	18	2		3	2	3	3	3	1	1
Chief 402	16	2	1	3	3	1	1	2		3
Chief 403	10	2	1	2		3		2		
Chief 404	3		1	1				1		
Engine 1	365	330	5	7		1	2	7	1	12
Brush 1	17	4	1	1		9	1	1		
Ladder 1	21	10	2	3	1			3	1	1
Engine 2	271	2	248	4	11			6		
Brush 2	7		3		3	1				
Ladder 2	29	4	14	3	3			3	1	1
Engine 3	287	5	2	267	1	1		5		6
Brush 3	11	2	1	5	1	1	1			
Engine 4	194	4	6		177			5	2	
Brush 4	8	1	2		5					
Engine 5	36					33				3
Brush 5	85					81	1			3
Engine 6	39					12	21			6
Brush 6	83			1		12	62			8
Rescue Boat 6	3						3			
Rescue 7	4	1			1			2		
Squad 7	181	15	5	5	4		1	139	9	3
Brush 7	4	1					1	1	1	
Engine 8	120	3	2		5		1	7	102	
Brush 8	8	1	2		2			1	2	
Tanker 8	14	1	1		1	9	1	1		
Engine 9	287	12		13	1		6	4		251
Brush 9	18			3		9	2			4
Tanker 9	16					9	3			4
MA	2								2	
Gator 1	2	2								
EMS1	13	2		3		1		3		4
Fire Marshal 4	1		1							
Fire Marshal 5	1		1							
	2257	421	308	332	227	198	114	213	129	315

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

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		59	30
Re-Inspections		19	11
Total Inspections		78	41

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries		10	7
Smoke Detectors Installed		8	7

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		17	14
Fire Education Classes			

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		48	33
Investigations		2	4
Investigative Activities		2	3
Miscellaneous/Special			

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

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits/Development Review Team		39	63
Inspections		22	23
Citizen Calls for Information		10	7
Training	On-Line Training	3	30
Meetings		4	5
Totals		78	128

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: September 2021
Mitigation:	
Preparedness:	
Local Emergency Preparedness Committee	09-01-2021
Youth Preparedness Camp Meeting	09-2-2021
First Tuesday evening at 6 pm, opportunity to meet with experienced operators on procedural or repair of items	Amateur Radio Elmer Night meets 6-9 pm
First Thursday Evening of each month is amateur radio testing night	The Federal government has required the FCC to begin charging for Amateur license
Second Thursday night	Response Volunteer meeting at 6:30 pm. At 6 we meet for social time before the meeting. Usually we have snacks and drink
Second Saturday of each month Amateur Club meeting	Meet at fire Training Center at 9 am to socialize and the meeting starts at 9:00 am
Response Volunteers Day at the Mall for Preparedness month 098-24-2021	Multiple partners came together to promote preparedness in the home
Response:	
Wildfire response	09-09-2021, provided rehab
Recovery:	

HUMAN RESOURCES

5

HUMAN RESOURCES
Monthly Report
September 2021

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Processed invoices and reconciled expense accounts
- Attended/Summarized one (1) negotiation session
 - 1 – FOP

BENEFITS

- Conducted four (4) new employee orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciliation of health, dental, and supplemental products
- Continued education of plan documents
- Fielded approximately 75 phone calls to discuss benefits and claims
- Preparation for upcoming Flu Shot Clinics
- Preparation for upcoming Annual Blood Drive
- Transparency/No Surprises Act Webinar

PERSONNEL ACTIONS

New Hires – 7

Dept./Div.	Position	Number of Employees
Finance/Utilities	Meter Reader	2
Public Works/Engineering	Construction Manager	1
Public Works/Traffic	Traffic Line Locator	1
Parks/Custodial Svs.	Custodian (PPT)	1
Parks/Recreation	Recreation Center Specialist (PT)	1
Planning/CDBG	Emergency Shelter Case Mgr (PT)	1

Separations – 7

Dept./Div.	Position	Number of Employees
Finance/Utilities	Meter Reader	1
Public Works/Stormwater	Stormwater Program Mgr.	1
Public Works/Fleet	Fleet Service Technician	1
Planning/CDBG	Outreach Case Coord.	1
Utilities/Water Line Maint.	Utility Distribution Worker I	1
Parks/Park Maint.	Maintenance Worker I	1
Parks/Recreation	Recreation Center Specialist (PT)	1

Promotions – 3

Dept./Div.	Position	Number of Employees
Finance/Utilities	Utility Billing Specialist	1
Public Works/Streets	Maintenance Worker II	1
Parks/Park Maint.	Maintenance Worker I	1

SURVEYS

No surveys this month

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Clerk's Office	Administrative Technician III
Finance/Accounting	Municipal Accountant I
Finance/Utility Services	Utility Billing Specialist
Human Resources	Human Resources Technician
Information Technology	Systems Support Technician
Parks & Recreation/Facility Maintenance	Custodian (PPT)
Parks & Recreation/Facility Maintenance	Tradesworker-Plumber
Parks & Recreation/Park Maintenance	Maintenance Worker I
Parks & Recreation/Park Maintenance	Temporary Laborer (PT)
Parks & Recreation/Recreation	Food and Beverage Technician I (PT)
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Recreation	Recreation Leader I (PPT) (Irving)
Parks & Recreation/Recreation	Recreation Leader I (PPT) (Whittier)
Parks & Recreation/Recreation	Recreation Technician (PPT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Golf Course	Temporary Laborer (PT)
Planning & Community Dev./CDBG	Emergency Shelter Case Manager (PT)
Planning & Community Dev./Development Services	Building Inspector
Planning & Community Dev./Permits	Permit Technician
Planning & Community Dev./Planning Services	Administrative Technician III
Planning & Community Dev./Planning Services	Planner I
Police/Animal Welfare	Animal Welfare Technician
Police/Animal Welfare	Shelter Veterinarian
Police/Animal Welfare	Veterinary Technician
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Patrol	Police Officer
Public Works/Engineering	City Surveyor
Public Works/Engineering	Construction Manager
Public Works/Fleet	EVT Mechanic II
Public Works/Fleet	EVT Specialist
Public Works/Fleet	Maintenance Worker I
Public Works/Stormwater	Maintenance Worker I
Public Works/Stormwater	Stormwater Program Manager
Public Works/Stormwater	Stormwater Program Specialist
Public Works/Streets	Crew Chief
Public Works/Traffic	Traffic Line Locator
Public Works/Transit	Transit Planner and Grants Specialist
Public Works/Transit	Transit Support Technician (PPT)
Utilities/Line Maintenance	Utility Distribution Worker I
Utilities/Sanitation	Sanitation Worker I
Utilities/Sanitation	Sanitation Worker II

Utilities/Sanitation	Temporary Laborer
Utilities/Water Reclamation Facility	Administrative Technician III
Utilities/Water Reclamation Facility	Temporary Laborer (PT)
Utilities/Water Treatment Plant	Plant Operator
Utilities/Water Treatment Plant	Temporary Laborer (PT)

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	300	Written Exams	2
Phone	600	Practical Testing/Assessment Center	2
Mail	220	Panel Board Interviews	17
Email	285	Promotions	7
Total Subscribers on E-mail Vacancy List	1737	Oral Interviews	10
Total Page Views for HR website	8,024	Hiring/Promotion Board	3

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	26	Advertisements Placed	55
Pre-Employment Drug Screens	12	Applications Received	506
Pre-Employment Physicals	11	Job Announcements Emailed	64
Pre-Employment OSBI	13	Job Announcements to CON Depts.	1,035

TRAINING AND DEVELOPMENT

Conducted training for four (4) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

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

SAFETY

- Safety material documents were sent to divisions each week
- Conducted two (2) Return to Work Meetings for Streets & Line Maintenance
- Conducted one (4) new employee orientations

Recordable Injuries – 2

Dept./Division	Nature of the Injury	Activity	Prognosis
Police/ Patrol	Right hamstring strain	Pulled right hamstring during physical training testing	Released to work with physical therapy sessions needed
Police/ Patrol	Strained right shoulder	Strained right shoulder during physical fitness	Work restrictions

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

2021	2020	2019	2018	2017	2016
49	57	65	71	59	69

Vehicle Collisions: 1

Division	Description of Collision	Status
Finance/ Meter Services	City employee was going through intersection when citizen ran a stop sign causing City vehicle to hit the rear driver's side area of citizen's vehicle. City vehicle sustained front bumper damage.	"No Fault"

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

2022	2021	2020	2019	2018	2017
0	10	3	8	5	17

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report – September 2021.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Munis for Payroll, and is currently in the implementation phase and Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance. Munis for HR Module has completed. CityView for Planning and Permits began May 2021.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	Ongoing: FYE18 funding of new core switching has been approved and switches have been installed. IT Network staff are in implementation and testing of networking and security appliances Q1 of 2021.

Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilites Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval possible launch in FYE22
New Building construction 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 Planning
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centracs	In Progress
IT Security training efforts for all network and email users at the City of Norman.	Increase the knowledge and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who uses the network and email.	Ongoing

<p>Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>In Progress</p>
<p>Installation of fiber optic cable along 12th Avenue SE from Highway 9 to Cedar Lane Road with a switch at a new signal at Campus Crest Drive.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>Expected completion in Q1 or Q2 2019</p>
<p>Installation of fiber optic cable along 12th Avenue NE from Robinson Street to Alameda Street with switches at Main Street, Norman Public Schools Bus Barn, and Morren Drive.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>In Progress</p>
<p>Installation of fiber optic cable along 12th Avenue NE from Rock Creek Road to Robinson Street with switches at Rock Creek Road and a modified traffic signal at High Meadows Drive</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	
<p>Installation of fiber optic cable along Classen Boulevard from Highway 9 to Cedar Lane Road with switches at new signals at Ann Branden Boulevard, Renaissance Drive, and Southlake Boulevard.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of September 2021.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 26 emails from the groups shown were sent from city servers using city resources – of those 41,620 were delivered to outside mailboxes for the month of September 2021. The city servers generated mass communications to Norman citizens of 41,620 messages from only 26 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 314,397 attempted incoming and 102,930 outgoing messages for the month of September 2021. Incoming messages totaling 130,998 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 41% of our inbound mail. This percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of a significant amount of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of September 2021, the City of Norman's web site had 95,317 individual web sessions access the web site for 202,403 total page views. Of those sessions, 52,245 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through the second quarter of 2022. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), Finance software (Munis), Utility Billing software (CIS Infinity), and Payroll (Munis). Human Resource Management (HRM), and EAM for Work Orders is our focus for the Months of Feb through July/August 2021. Daily work continues on these systems as well as additional training and configuration on the Utility Billing software. Server installation and configuration for Planning and Community Services (CityView) application began in May of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada). The final phase of our software upgrades, City View, is expected to be completed by the end of FYE22 or the start of FYE23.

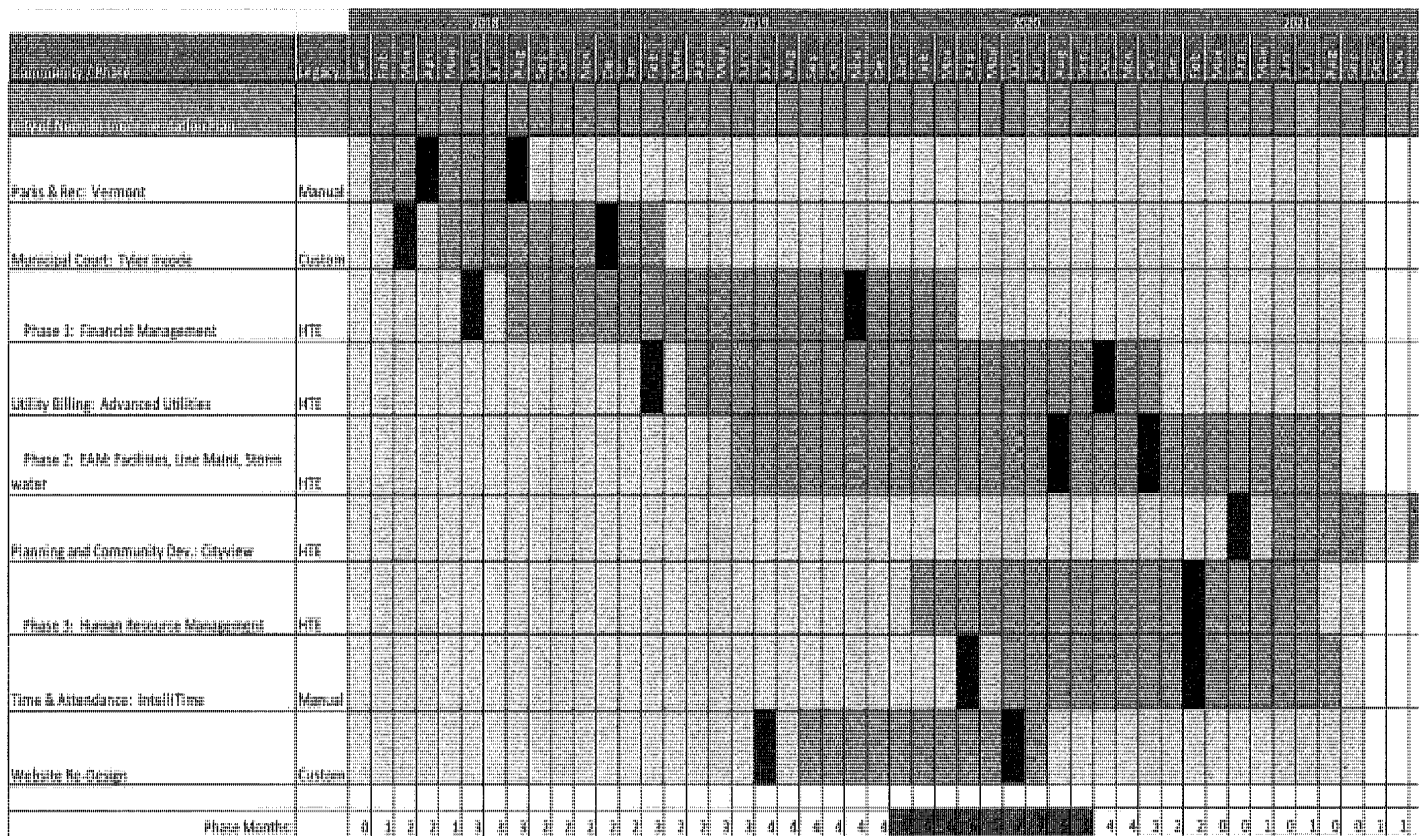


Table 1

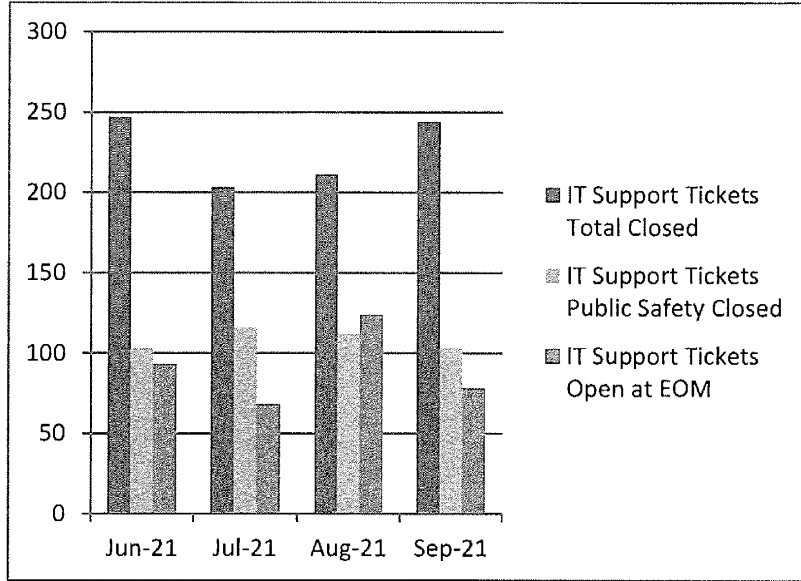


Table 2

Sept 2021 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	16	4	64
Job Posting	1740	4	6960
Norman News	1922	18	34596
Totals	3678	26	41620



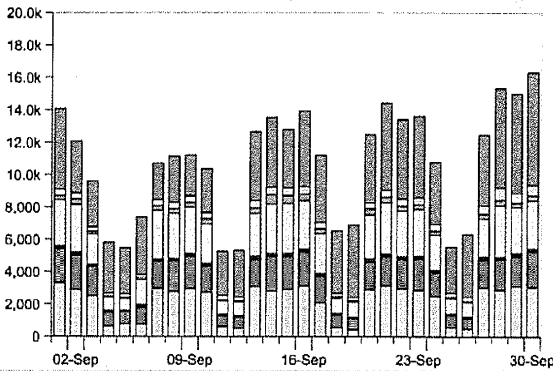
Executive Summary

ironport.example.com

01 Sep 2021 00:00 to 30 Sep 2021 23:59 (GMT -05:00)

Data in time range: 100.0 % complete

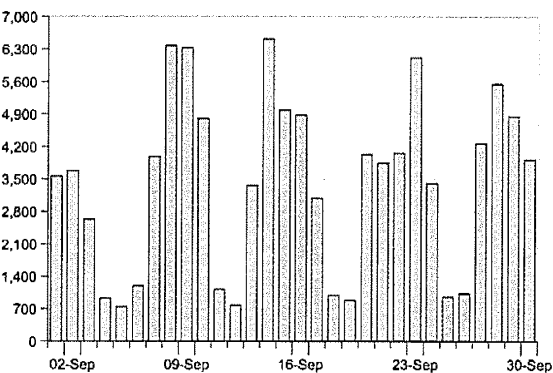
Incoming Mail Graph



Incoming Mail Summary

Message Category	%	Messages
<input checked="" type="checkbox"/> Stopped by Reputation Filtering	38.0%	119,533
<input type="checkbox"/> Stopped as Invalid Recipients	0.0%	2
<input type="checkbox"/> Spam Detected	3.6%	11,220
<input type="checkbox"/> Virus Detected	0.0%	48
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	34
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	37
<input checked="" type="checkbox"/> Stopped by Content Filter	0.0%	124
<input type="checkbox"/> Stopped by DMARC	2.4%	7,631
<input checked="" type="checkbox"/> S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	41.7%	130,998
<input type="checkbox"/> Marketing Messages	21.2%	66,663
<input checked="" type="checkbox"/> Social Networking Messages	1.4%	4,483
<input checked="" type="checkbox"/> Bulk Messages	14.7%	46,234
Total Graymails:	37.3%	117,380
<input type="checkbox"/> S/MIME Verification/Decryption Successful	0.0%	0
<input checked="" type="checkbox"/> Clean Messages	21.0%	66,019
Total Attempted Messages:		314,397

Outgoing Mail Graph



Outgoing Mail Summary

Message Processing	%	Messages
<input type="checkbox"/> Spam Detected	0.0%	0
<input type="checkbox"/> Virus Detected	0.0%	0
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	0
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	0
<input checked="" type="checkbox"/> Stopped by Content Filter	0.1%	85
<input type="checkbox"/> Stopped by DLP	0.0%	0
<input type="checkbox"/> Clean Messages	99.9%	102,895
Total Messages Processed:		102,980

Message Delivery	%	Messages
Hard Bounces	2.8%	2,848
Delivered	97.2%	100,082
Total Messages Delivered:		102,930

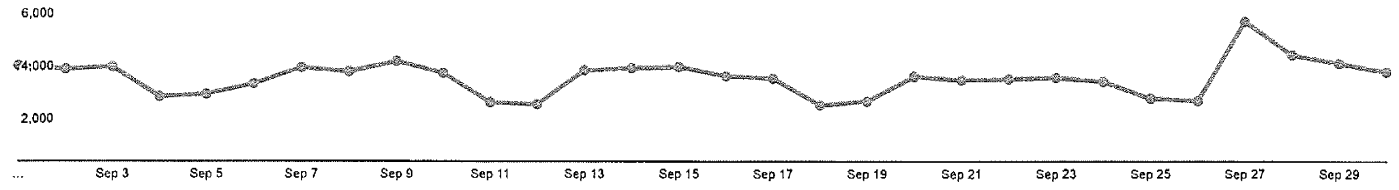
Site Traffic

Sep 1, 2021 - Sep 30, 2021

All Users
100.00% Sessions

Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	95,317 % of Total: 100.00% (95,317)	2.12 Avg for View: 2.12 (0.00%)	202,403 % of Total: 100.00% (202,403)	62,706 % of Total: 100.00% (62,706)	52,245 % of Total: 100.03% (52,227)	44.79% Avg for View: 44.79% (0.00%)	00:01:37 Avg for View: 00:01:37 (0.00%)
1. 27	5,309 (5.57%)	1.77	9,399 (4.64%)	4,795 (5.75%)	3,561 (6.82%)	61.63%	00:01:39
2. 28	4,031 (4.23%)	2.00	8,076 (3.99%)	3,590 (4.31%)	2,254 (4.31%)	53.06%	00:01:29
3. 09	3,801 (3.99%)	2.23	8,469 (4.18%)	3,308 (3.97%)	2,072 (3.97%)	46.36%	00:01:36
4. 29	3,707 (3.89%)	2.09	7,749 (3.83%)	3,203 (3.84%)	1,961 (3.75%)	46.07%	00:01:44
5. 01	3,637 (3.82%)	2.19	7,982 (3.94%)	3,170 (3.80%)	1,837 (3.52%)	42.23%	00:01:33
6. 03	3,600 (3.78%)	2.10	7,554 (3.73%)	3,145 (3.77%)	1,927 (3.69%)	42.08%	00:01:33
7. 15	3,587 (3.76%)	2.22	7,952 (3.93%)	3,078 (3.69%)	1,769 (3.39%)	40.51%	00:01:45
8. 07	3,564 (3.74%)	2.19	7,791 (3.85%)	3,052 (3.66%)	1,779 (3.41%)	41.19%	00:01:47
9. 14	3,543 (3.72%)	2.29	8,096 (4.00%)	3,043 (3.65%)	1,837 (3.52%)	40.53%	00:01:34
10. 02	3,506 (3.68%)	2.22	7,783 (3.85%)	3,065 (3.68%)	1,852 (3.54%)	42.41%	00:01:32

Rows 1 - 10 of 30

LEGAL

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MONTHLY REPORT - LEGAL DEPARTMENT

**September 2021 Report
(Submitted October 8, 2021)**

MONTHLY HIGHLIGHTS:

The Legal staff did not receive any notable rulings in September 2021.

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

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

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

AMF Development v. City of Norman, et al, CJ-2018-1134; SD 119,677 (K)

Fleske Holding Company LLC v. City of Norman, CV-2018-956; SD 119,649

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

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

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

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

City v. Stachmus, Aaron & Anglin, Bryson, CJ-2021-445

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

FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)

FOP v. City of Norman, CV-2011-876 L (K)

Caleb Fulton v. Loyal Reich, Reich Dozer Services, LLC, City of Norman, Board of County Commissioners of Cleveland County, State of Oklahoma, CJ-2020-797 (K)

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

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

City v. Lonnie Hodges, CV-2020-2922

The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)

McCarver v. City of Norman, CJ-2013-128 TS (K)

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

Walling v. Norman Regional Health System, et al, CJ-2014-874 (K)

B. *Condemnation Proceedings*

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

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

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

City of Norman v Apex Properties, LLC, et al., CJ-2021-221 (M): An objection to the Commissioners' Report and request for jury trial was filed by the property owner on September 16, 2021.

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

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

City of Norman v. Michael W. Griffith, et al., CJ-2021-224 (M): This matter resolved by agreement of the parties and will be removed from report going forward.

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

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

City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M): An objection to the Commissioners' Report and request for jury trial was filed by the property owner on September 16, 2021.

City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M): An objection to the Commissioners' Report and request for jury trial was filed by the property owner on September 16, 2021.

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

City of Norman v. Ronald A. Ashley, et al., CJ-2021-337 (M): An objection to the Commissioners' Report and request for jury trial was filed by the property owner on September 16, 2021.

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)

In the Matter of Vacating Portion of 36th Ave. SE (CV-2021-2624) (M): This matter was filed August 12th, served thereafter, and came on for hearing on September 30, 2021 with an agreed decree vacating the property according to the closure previously approved by City Council.

D. Municipal Court Appeals

E. Small Claims Court

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

F. Board of Adjustment Appeals

LABOR / ADMINISTRATIVE PROCEEDINGS

A. Grievance & Arbitration Proceedings (K)

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)

AFSCME Grievance FYE 21-05 – (Brooks & Stephens)

AFSCME Grievance FYE 21-06 – (Parks HEOs and MWIIIs)

AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)

AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)

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

IAFF Grievance FYE 22 – (Battalion Chief)

IAFF Grievance FYE 22 – (Intellitime)

IAFF Grievance FYE 22 – (Chris Koscinski Termination for Disability)

IAFF Grievance FYE 22 – (Jesse Baldwin – Written Reprimand)

IAFF Grievance FYE 22 – (Jonathan Wilk – Written Reprimand)

B. Equal Employment Opportunity Commission (EEOC)

None

C. Contested Unemployment Claims (OESC)

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through September 2021. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22
JULY	640	545	*275	35	23	11	15	16	7
AUG	683	444	236	10	11	9	15	14	5
SEPT	497	520		17	10		14	13	

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
OCT	581	325		23	4		18	7	
NOV	390	259		9	0		11	6	
DEC	444	279		25	6		12	7	
JAN	522	134		32	3		15	0	
FEB	597	178		22	1		13	0	
MAR	420	270		22	6		7	5	
APR	104	420		0	6		0	13	
MAY	137	507		2	10		0	13	
JUNE	528	422		25	0		9	11	
TOTALS / YTD	5,543	4,303	511	222	80	20	129	105	12

* Correction

WORKERS' COMPENSATION COURT

The total number cases pending as of September 2021 are 17. During the month of September, one claim was amended to include additional injured body parts. There were no new workers compensation cases filed or court orders/settlements received for consideration. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 22 CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES
Fire	Suppression	3	1	2	2	4
Parks/Rec.	Park Maintenance	1				1
Parks/Rec	Westwood Pool	1	1			
Planning	Development Services					
Police	Animal Welfare	3		2	1	
Police	Patrol	7	3	1	2	1
Police	Administration					
Public Works	Street Maintenance	1		1	1	3
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1			1	
Utilities	Sanitation					
TOTALS		17	5	6	7	9

List of Pending Cases

Adams, Malia Jessie v. City of Norman, CM-2020-01069 Q

(Police, Animal Welfare, Animal Welfare Officer, R. Hip, Low Back with Radicular Symptoms, Mid-Back Consequential; + Thoracic Spine)

Adams, Malia Jessie v. City of Norman, CM-2021-02000 A

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

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

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

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

(Police/Animal Control/AWO, Low Back)

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

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

Crews, William “Will” Bryan v. City of Norman, CM-2021-04764 A

(Police, Patrol, Sergeant, Neck, L Shldr., L. Arm, L. Hand)

Crews, William “Will” Bryan v. City of Norman, CM-2021-04762 Q

(Police, Patrol, Sergeant, Back, Neck, L. Shldr, L. Arm, L. Hand)

Crews, William “Will” Bryan v. City of Norman, CM-2021-04763 X

(Police, Patrol, Sergeant, Back, Neck, Both Shldrs., Both Arms, Both Hands)

Harris, Reagan v. City of Norman, CM-04817 K

(P&R, Westwood Pool, Life Guard, L. Wrist)

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

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

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

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

Koscinski, Christopher v. City of Norman, CM-2021-04927 L

(Fire, Suppression, Firefighter, Back)

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

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

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

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

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

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

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

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

Younts, Jerry Wayne v. City of Norman, CM-2020-06911 F

(Public Works/Street Maintenance/HEO, L Shoulder, Neck)

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through September 2021.

DEPARTMENT	FYE 22 Month	FYE 22 YTD	FYE 21	FYE 20	FYE 19
Animal Control			1		
Finance – IT			1		
Fire		1	1	4	
Legal			2		
Other		1	11	10	9
Parks		1	4	6	6
Planning					
Police		1	3	5	10
Public Works – other			2	3	
Public Works – Stormwater				2	
Public Works – Engineering			1	2	
Public Works – Streets	1	3	9	11	6
Utilities – Water	2	4	11	11	12
Utilities – Sanitation			12	12	10
Utilities – Sewer			5	5	3
TOTAL CLAIMS	3	11	63	71	56

CURRENT CLAIM STATUS	FYE 22 TO DATE	FYE 21	FYE 20	FYE 19
Claims Filed	11	63	71	56
Claims Open and Under Consideration	5	4	0	0
Claims Not Accepted Under Statute/Other	1	10	11	8
Claims Paid Administratively	1	10	13	10
Claims Paid Through Council Approval	1	6	14	12
Claims Resulting in a Lawsuit for FY	0	2	1	4
Claims Barred by Statute (No Further Action Allowed)	0	22	32	22
Claims in Denied Status (Still Subject to Lawsuit)	3	9	0	0

MUNICIPAL COURT

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**MUNICIPAL COURT
MONTHLY REPORT
SEPTEMBER - FY '22**

CASES FILED

	<u>SEPTEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>SEPTEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	400		1119	853		2452
Non-Traffic	222		587	199		914
SUB TOTAL	622		1,706	1,052		3,366
Parking	1077		2168	682		1443
GRAND TOTAL	1,699		3,874	1,734		4,809

CASES DISPOSED

	<u>SEPTEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>SEPTEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	501		1279	1011		3150
Non-Traffic	176		501	241		814
SUB TOTAL	677		1,780	1,252		3,964
Parking	1261		2477	416		875
GRAND TOTAL	1,938		4,257	1,668		4,839

REVENUE

	<u>SEPTEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>SEPTEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	\$ 47,257.57		\$ 148,238.30	\$ 106,835.21		\$ 306,663.39
Non-Traffic	\$ 21,894.09		\$ 67,335.11	\$ 28,460.60		\$ 79,300.83
SUB TOTAL	\$ 69,151.66		\$ 215,573.41	\$ 135,295.81		\$ 385,964.22
Parking	\$ 48,875.76		\$ 82,738.26	\$ 8,351.00		\$ 18,166.00
GRAND TOTAL	\$ 118,027.42		\$ 298,311.67	\$ 143,646.81		\$ 404,130.22

MUNICIPAL COURT - MONTHLY REPORT
September 2021

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 36 new cases and closed 38 cases during the month of September 2021. 2 Mediations were held.

PARKS AND RECREATION

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Park Planning Activities September, 2021

NORMAN FORWARD Ruby Grant Park:

We are working with our Construction Manager for this project (Crossland Construction), to complete all work on the new youth football practice fields ahead of a proposed October 14 ribbon-cutting for this NORMAN FORWARD project that was built over the course of 2021. That date will also be when we dedicate a new piece of public art located at the playground pavilion in Ruby Grant Park. That piece was funded through a combination of Public Art Board action and a grant from OG&E, and is comprised of 25 metal “Fireflies” mounted in the ceiling of the shelter, which include lighted abdomen pieces that will flicker in random patterns each night. The work is being produced by artist Nathan Pratt, and will be installed and tested over the next week, ahead of dedication. We also did a final punch list walk through with Crossland for the parking lot expansion by the dog park in the southeast corner of the park; and for the repairs and improvements being made to the walking trails in the park. Some areas of the granite trail are being replaced with concrete where the steep slopes have allowed some severe erosion. All of that work will be completed in the early October, and the park will be 100% open again in all areas for the public.

Neighborhood Parks:

We received proposals in September for a playground replacement at Vineyard Park, which was destroyed by vandalism earlier this year. The new playground will include synthetic turf surface and a shade structure over the major play components. Vineyard Park’s upgrade under the NORMAN FORWARD program was moved up on the list of parks after the vandalism; and will also include improvements to the park furnishings and walking trail, as needed. We will next begin work to renovate Cherry Creek Park, which was next on the neighborhood park Norman Forward plan.

NORMAN FORWARD Reaves Park:

We have received bids for the work at Reaves Park to complete the first phase of work in the park masterplan to move all of the remaining youth baseball fields from Griffin Park to Reaves. Council then approved a Guaranteed Maximum Price (GMP) for the work from our Construction Manager, FLINTCO, which included the proposed schedule that has them beginning work in October and operating through all of calendar year 2022—to be completed in Spring, 2023. Work will commence in the northern part of the park and proceed south, at the same time as our Park Maintenance facility vacates their current buildings in Reaves this winter, and moves into their new location at the North Base complex. We will keep the park open during construction, and have plans on how to best accommodate the annual Medieval Fair and the youth baseball seasons during construction, as well as daily park users.

**SEPTEMBER 2021
RECREATION DIVISION
MONTHLY REPORT**

Senior Center:

The Norman Senior Center saw a monthly attendance of 785. On Monday, September 6th, five patrons traveled to Bricktown Ballpark to watch the OKC Dodgers Baseball Team pull out an exciting victory. On Friday, September 24th, the Norman Senior Center hosted its final Grill and Games Outdoor Event of the year at June Benson Park. Once again, patrons enjoyed music, games, fellowship, and free hamburgers and hot dogs. On Wednesday, September 25th, patrons enjoyed another round of Bingo was hosted by MCM Insurance.

Little Axe Community Center:

The Little Axe Community Center pantry distribution continued this month and serves approximately 20 people per week in the Little Axe Community. The Head Start program currently has 11 children enrolled and the after school program has six students enrolled. Meals on Wheels is available to 24 participants in the Little Axe Community. Norman Regional Hospital prepares the meals daily.

12th Avenue Recreation Center:

The 12TH Avenue Recreation continued the After School program servicing students from Eisenhower Elementary. The camp averaged 24 Students a day throughout September. The center can now accept DHS subsidies providing parents and guardians who need financial assistance an another option to pay for childcare. During Labor Day weekend the center held a Labor Day Camp on September 3rd and 6th. The camp averaged 8 campers per day.

The Silver Spurs Square Dancing Club resumed their bi-weekly rental of the facility. The group meets on Saturdays at 6:00pm. Members from across the Oklahoma Metro Area and Texas come to share community stories while square dancing through the night.

Irving Recreation Center:

The Irving Recreation Center-After School Program currently has 33 students in the program. The program serves K-5th graders from the following elementary schools: Kennedy, Le Monde, Lincoln, Reagan & Washington. Irving also serves 6th graders from Irving Middle School. The Irving Recreation Center has a Counselors' in Training (C.I.T.) program for middle school students in grades 7th & 8th. There are currently 3 students that volunteer after school and help staff with the after school program, youth sports, etc. Irving hosted a Parents' Night Out this month for youth ages 5-11. There was food, games, crafts and other fun activities that youth participated in throughout the night.

Whittier Recreation Center:

Junior Jammer Basketball fall 2021 league closed this month. This program is coed and is for player's ages 5-13 years old. Teams will play games at the Whittier and Irving Recreational Centers once a week beginning in October. A coaches meeting was held in September and teams have the opportunity to practice three weeks in advance of their game schedule. This league will have a post-season tournament and will end by Thanksgiving Break. Participants enrolled online at www.juniorjammer.com, called the Whittier Recreation to enroll over the phone or visited the Center to enroll in person. There

were scholarships available to those who qualify. The Center hosted three practices this month and will continue to do so until the beginning of the season. The after school program continued this month. We offered homework time, gym games, STEAM learning activities, board games, arts & crafts, movies, free meals/snacks and much more! The City of Norman Parks & Recreation Department has officially become a licensed DHS Community Hope Center and are now accepting DHS subsidy payments. The program is currently full with 30 students and there is a current waiting list. This month the Rec Center staff worked three community play in the park events. The staff provided story time, coloring sheets, stem games and yard games. Free food was provided at this event where the staff worked on the grill and served meals to community members.

FACILITY ATTENDANCE

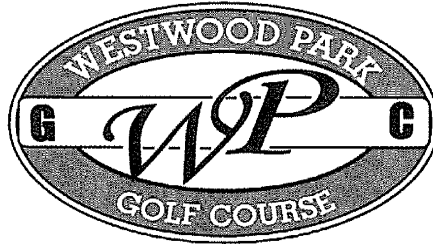
	Month	Year to Date
Senior Center (includes congregate meals)	785	2,583
Little Axe Community Center	95	239
12th Avenue Recreation Center	1,067	2,959
Irving Recreation Center	851	2,113
Whittier Recreation Center	1,320	2,075
Reaves Center	300	900
Tennis Center	3,570	10,452

**SEPTEMBER 2021
PARK MAINTENANCE DIVISION**

Park Maintenance crews performed routine trash removal, restroom and shelter cleaning, and mowing in City parks.

SAFETY REPORT	FYE-22MTD	FYE-22YTD		FYE-21MTD	FYE-21YTD
On-The-Job Injuries	0	0		1	2
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR-TO-DATE		Total Man	Hours YEAR-TO-DATE
Mowing	84.00	319.00		105.00	291.00
Trim Mowing	409.00	1943.50		727.00	2532.50
Chemical Spraying	41.00	200.00		51.00	140.00
Fertilization	16.00	16.00		12.00	12.00
Tree Planting	0.00	0.00		0.00	1.00
Tree & Stump Removal	48.00	51.00		0.00	2.00
Tree Trimming/Limb Pick-Up	33.00	172.00		0.00	315.00
Restroom/Trash Maintenance	32.00	40.00		165.50	717.50
Play Equipment Maintenance	189.00	253.00		7.00	114.00
Sprinkler Maintenance	64.00	201.00		71.00	129.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	0.00	0.00		56.00	127.00
Painting	0.00	0.00		0.00	0.00
Planning Design	120.50	191.00		6.00	6.00
Park Development	0.00	0.00		0.00	0.00
Special Projects	0.00	3.00		78.50	134.50
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	69.25	285.25		98.00	256.00
Seeding/Sodding	8.25	21.25		17.00	17.00
Ballfield Maintenance/Marking	0.00	0.00		0.00	0.00
Fence Repairs	0.00	0.00		0.00	7.00
Equipment Repairs/Maintenance	72.00	96.00		149.75	519.75
Material Pick-Up	0.00	0.00		13.50	40.50
Miscellaneous	0.00	0.00		127.00	277.00
Shop Time	45.00	250.00		48.00	91.00
Snow/Ice Removal	180.50	399.50		70.00	70.00
Christmas Lights	0.00	0.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	188.00	398.00		30.00	54.00
Graffiti Clean-Up	58.00	294.75		8.00	8.00
Water Fountains	0.00	94.00		10.00	10.00
Inground Trash	0.00	0.00		0.00	0.00
Vector Control	15.00	109.00		4.00	132.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



SEPTEMBER 2021

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	SEPT FYE'22	SEPT FYE'21
Regular Green Fees	850	739
Senior Green Fees	474	245
Junior Fees	321	364
School Fees (high school golf team players)	0	39
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	644	625
Employee Comp Rounds	288	299
Golf Passport Rounds	0	0
9-Hole Green Fee	190	211
2:00 Fees	140	169
4:00 Fees	205	96
Dusk Fees or 6:00 Fees	81	45
PGA Comp Rounds	2	5
*Rainchecks (not counted in total round count)	19	15
Misc Promo Fees (birthday, players cards, OU student)	537	811
Green Fee Adjustments (fee difference on rainchecks)	7	8
Total Rounds (*not included in total round count)	3739	3656
% change from FY '20	2.27%	
Range Tokens	3988	4587
% change from FY '20	-13.06%	
18 - Hole Carts	181	168
9 - Hole Carts	67	86
½ / 18 - Hole Carts	1454	1316
½ / 9 - Hole Carts	387	348
Total Carts	2089	1918
% change from FY '20	8.92%	
18 - Hole Trail Fees	1	0
9 - Hole Trail Fees	2	0
18 - Hole Senior Trail Fees	2	1
9-Hole Senior Trail Fees	0	4
Total Trail Fees	5	5
% change from FY '20	0.00%	
TOTAL REVENUE	\$129,234.85	\$115,550.80
% change from FY '20	11.84%	

**SEPTEMBER 2021
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2022 MTD	FY 2022 YTD	FY 2021 MTD MTD	FY 2021 YTD YTD
Injuries On The Job	0	0	1	1
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2022 MTD	FYE 2022 YTD	FY 2021 MTD	FYE 2022 YTD
Green Fees	\$59,802.74	\$192,831.98	\$53,734.86	\$194,014.05
Driving Range	\$14,721.56	\$44,537.11	\$17,450.41	\$56,899.39
Cart Rental	\$35,237.21	\$109,728.15	\$31,794.27	\$113,484.66
Restaurant	\$19,295.44	\$66,956.43	\$12,432.02	\$54,558.03
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$158.91
Interest Earnings	\$177.90	\$444.89	\$139.24	\$459.02
TOTAL INCOME	\$129,234.85	\$414,498.56	\$115,550.80	\$419,574.06
Expenditures	\$94,322.52	\$349,703.69	\$70,893.04	\$263,102.46
Income vs Expenditures	\$34,912.33	\$64,794.87	\$44,657.76	\$156,471.60
Rounds of Golf	4093	12279	4587	4623

Green speeds have been consistently remaining in the 10'6" to 11' stimpmeter range. The greens have a high content of organic matter in the top 2" of the soil profile, which sand top dressing weekly will correct over time. We are having trouble with a constant quality supply of sand, free of gravel and large sand particles. We are considering all options.

Nutsedge and Kyllinga has been sprayed in fairways, tees, and green surrounds. We have been using a backpack sprayer vs. broadcast spraying for weed control to save chemical costs. We will be using this same process going forward on all perimeter areas. Dallisgrass is mainly a concern in the rough, although some fairways and approaches will be addressed in the next month.

OG&E will be meeting with us on Monday October 11th at Westwood Park to discuss our ongoing problems with power interruptions and solutions.

We borrowed a backhoe/loader from Parks and Recreation to clean out the drainage ditch that runs north to south between holes 11, 17, and 4. Our next drainage issue that will be fixed is from 18 fairway, across 3 fairway to the main irrigation pond.

The irrigation water, that is a mix of varying amounts of well water, north of Robinson street runoff and City water, falls in a pH range of 8 and above unless significant rainfall takes place. The ideal pH for irrigation water is 6.7. Ammendment is needed. We are evaluating our options and doing additional testing.

SEPTEMBER 2021
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2022 MTD	FY2022 YTD	FY2021 TOTAL
Swim Pool Passes	\$0.00	\$1,810.00	\$191,747.00
Swim Pool Gate Admission	\$7,315.00	\$191,042.00	\$284,993.00
Swim Lesson Fees	\$0.00	\$3,406.00	\$33,547.50
Pool Rental	\$800.00	\$20,906.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$910.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$13,651.12	\$106,835.76	\$127,066.89
TOTAL INCOME	\$21,766.12	\$324,909.76	\$671,977.61
Expenditures	\$63,519.36	\$319,744.45	\$624,044.12
Income verses Expenditures	(\$41,753.24)	\$5,165.31	\$84,856.65

ATTENDANCE INFORMATION

	Season to Date Sept FYE 2022	2021 YTD May 2020 - Oct 2020	2020 YTD May 2019-Oct 2019
a. Pool Attendance	5,600	43,187	68,202
b. Adult Lap Swim Morning/Night	214	581	282
c. Water Walkers	250	2,990	1,607
d. Toddler Time	89	2,723	2,314
e. Water Fitness	1,600		
f. Swim Team	480	1,221	3,167
g. Scuba Rentals	26		
h. Scuba Participants	48		
i. Swim Lessons	0	579	1,214
j. Private Swim Lessons	0		
g. Movie Night/Special Events	29	0	3,391
h. Party / Rentals	18	91	323
TOTAL ATTENDANCE	8,354	51,372	80,500

FACILITY MAINTENANCE

9B

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

Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc	0.00	\$0.00	\$185.15	\$185.15
Total	0.00	\$0.00	\$185.15	\$185.15
Electrical				
Facility Maint	22.00	\$705.32	\$487.99	\$1,193.31
City Hall	12.00	\$389.84	\$0.00	\$389.84
Bldg A	7.50	\$242.69	\$0.00	\$242.69
Bldg B	10.00	\$324.44	\$0.00	\$324.44
Bldg C	1.00	\$31.42	\$71.05	\$102.47
Library	4.00	\$125.68	\$0.00	\$125.68
Animal Welfare	13.00	\$423.82	\$0.00	\$423.82
Fire Stations	61.75	\$1,963.23	\$288.52	\$2,251.75
Parks	72.75	\$2,322.61	\$0.00	\$2,322.61
Rec Centers	23.25	\$751.00	\$0.00	\$751.00
Senior Center	5.00	\$162.22	\$116.31	\$278.53
Sooner Theater	13.00	\$423.82	\$37.25	\$461.07
WW Golf	9.00	\$293.02	\$0.00	\$293.02
Traffic	13.00	\$408.46	\$0.00	\$408.46
Sanitation	24.00	\$769.44	\$25.60	\$795.04
Fleet	14.00	\$445.00	\$43.14	\$488.14
Streets	4.00	\$130.80	\$0.00	\$130.80
WTP	4.00	\$130.80	\$76.52	\$207.32
WRF	9.00	\$287.90	\$0.00	\$287.90
Total	322.25	\$10,331.51	\$1,146.38	\$11,477.89

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

HVAC

Facility Maint	8.00	\$257.93	\$61.23	\$319.16
City Hall	30.00	\$973.66	\$25,430.90	\$26,404.56
Bldg A	4.00	\$94.80	\$70.00	\$164.80
Bldg B	12.00	\$392.40	\$0.00	\$392.40
Bldg C	8.00	\$261.60	\$0.00	\$261.60
Library	17.00	\$472.19	\$0.00	\$472.19
Animal Welfare	6.00	\$196.20	\$460.00	\$656.20
Shooting Range	4.00	\$94.80	\$15.52	\$110.32
Fire Stations	12.00	\$392.40	\$0.00	\$392.40
Parks	8.00	\$261.60	\$0.00	\$261.60
Rec Centers	8.00	\$261.60	\$0.00	\$261.60
Senior Center	2.00	\$58.06	\$0.00	\$58.06
Sooner Theater	14.00	\$450.46	\$0.00	\$450.46
Firehouse Art	14.00	\$457.80	\$12.36	\$470.16
WW Golf	6.00	\$152.86	\$0.00	\$152.86
WW Tennis	6.00	\$152.86	\$0.00	\$152.86
Fleet	10.00	\$327.00	\$5.96	\$332.96
Streets	2.00	\$58.06	\$0.00	\$58.06
Stormwater	2.00	\$58.06	\$0.00	\$58.06
WTP	2.00	\$58.06	\$0.00	\$58.06
WRF	2.00	\$58.06	\$0.00	\$58.06
Total	177.00	\$5,490.46	\$26,055.97	\$31,546.43

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

Category	Hours	Rate	Total
Plumbing			
Facility Maint	16.00	\$535.52	\$0.00
City Hall	3.00	\$100.41	\$0.00
Bldg A	5.00	\$167.35	\$0.00
Bldg B	5.00	\$167.35	\$0.00
Bldg C	5.00	\$167.35	\$0.00
Library	29.00	\$970.63	\$226.23
Library	1.00	\$33.47	\$0.00
Animal Welfare	2.00	\$66.94	\$0.00
Shooting Range	7.00	\$234.29	\$0.00
Fire Stations	3.00	\$100.41	\$240.78
Parks	18.00	\$602.46	\$14.94
Rec Centers	2.00	\$66.94	\$0.00
Senior Center	12.00	\$401.64	\$0.00
Sooner Theater	3.00	\$100.41	\$0.00
Train Depot	13.00	\$435.11	\$0.00
WW Golf	2.00	\$66.94	\$0.00
WW Pool	7.00	\$234.29	\$0.00
Sanitation	5.00	\$167.35	\$0.00
Streets	2.00	\$66.94	\$0.00
Fleet	1.00	\$33.47	\$33.72
WTP			
Total	141.00	\$4,719.27	\$515.67
			\$5,234.94

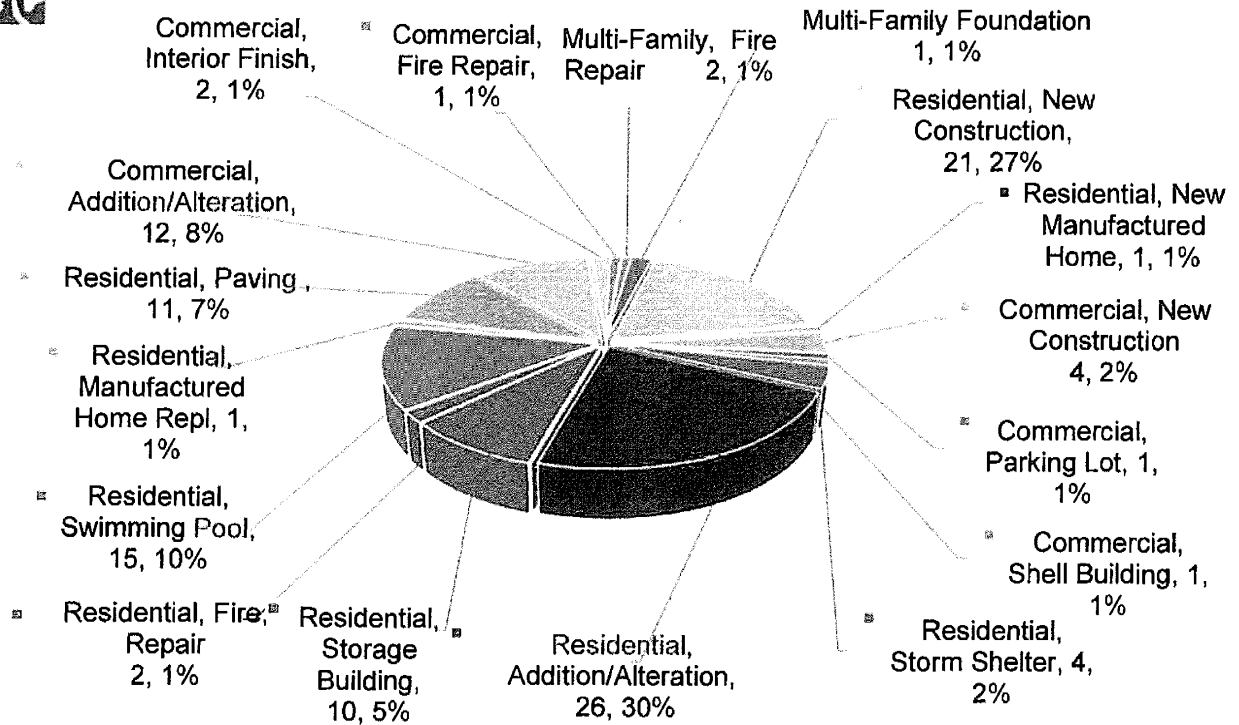
**City of Norman Facility Maintenance
September 2021 Monthly Hourly Materials Cost Report**

Custodial	0.00	\$0.00	\$209.99	\$209.99
Facility Maint.				\$209.99
City Hall	150.00	\$2,561.25	\$93.82	\$2,655.07
Bldg A	150.00	\$2,561.25	\$93.82	\$2,655.07
Bldg B	225.00	\$3,657.00	\$93.82	\$3,750.82
Bldg C	150.00	\$2,561.25	\$107.09	\$2,668.34
Fire Stations	8.00	\$196.00	\$783.86	\$979.86
Library	4.00	\$98.00	\$359.92	\$457.92
Total	687.00	\$11,634.75	\$1,742.32	\$13,377.07
Total	1327.25	\$32,175.99	\$29,645.49	\$61,821.48

PLANNING AND COMMUNITY DEVELOPMENT 10



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



Permit Type	Count	Valuation
Residential, New Construction	21	\$ 6,737,880
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	1	\$ 45,000
Commercial, New Construction	4	\$ 918,131
Commercial, Parking Lot	1	\$ 10,000
Commercial, Shell Building	1	\$ 800,000
Residential, Storm Shelter	4	\$ 20,336
Residential, Addition/Alteration	26	\$ 2,791,026
Residential, Carport	0	\$ -
Residential, Storage Building	10	\$ 438,738
Residential, Fire Repair	2	\$ 60,000
Residential, Swimming Pool	15	\$ 1,127,840
Residential, Manufactured Home Repl	1	\$ 79,183
Residential, Paving	11	\$ 72,601
Commercial, Addition/Alteration	12	\$ 511,000
Commercial, Interior Finish	2	\$ 230,000
Commercial, Fire Repair	1	\$ 50,000
Commercial, Foundation	0	\$ -
Temporary Bldg./Construction Trailer	0	\$ -
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	1	\$ 50,000
Multi-Family, Fire Repair	2	\$ 2,250
Group Quarters	0	\$ -
Total	115	\$ 13,943,985



CITY OF NORMAN
Building Permit Activity-SEPTEMBER 2021

	DESCRIPTION	2021 YEAR TO-DATE	VALUATION	2020 TOTALS	2020 TOTAL VALUATION
	Residential, New Construction.....	399	\$ 128,415,309	537	\$ 155,417,525
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -
	Residential, New Manufactured Home.....	1	\$ 45,000	1	\$ 97,500
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -
	Residential Duplex, New Construction.....	0	\$ -	8	\$ 1,880,000
	Residential, Garage Apartment.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 5+ DU.....	9	\$ 22,230,000	25	\$ 17,432,000
	Multi-Family, Fire Repair.....	9	\$ 227,430	3	\$ 63,128
	Multi-Family, Foundation.....	3	\$ 170,000	27	\$ 924,930
	Multi-Family, Addition/Alteration.....	2	\$ 16,000	0	\$ -
	Residential, Addition/Alteration.....	150	\$ 8,829,452	159	\$ 6,979,022
	Residential, Carport.....	3	\$ 8,710	10	\$ 37,344
	Residential, Storm Shelter.....	251	\$ 966,504	364	\$ 1,155,682
	Residential, Storage Building.....	101	\$ 3,666,540	156	\$ 4,819,011
	Residential, Fire Repair.....	21	\$ 1,150,307	23	\$ 1,241,786
	Residential, Swimming Pool.....	120	\$ 7,515,264	118	\$ 6,436,083
	Residential, Manufactured Home Replacement	5	\$ 328,083	7	\$ 493,288
	Residential, Paving.....	82	\$ 749,887	110	\$ 1,026,455
	Group Quarters.....	0	\$ -	3	\$ 27,809,773
	TOTAL	1156	\$ 174,318,486	1551	\$ 225,813,527
NON-RESIDENTIAL	Commercial, New Construction.....	38	\$ 74,439,037	62	\$ 59,513,823
	Commercial, New Shell Building.....	8	\$ 7,187,000	11	\$ 5,141,000
	Commercial, Addition/Alteration.....	116	\$ 37,803,055	150	\$ 50,146,843
	Commercial, Interior Finish.....	30	\$ 2,765,100	41	\$ 4,025,413
	Commercial, New Foundation.....	4	\$ 5,375,000	11	\$ 2,246,353
	Commercial, Fire Repair.....	7	\$ 688,000	4	\$ 1,050,000
	Commercial, Parking Lot.....	6	\$ 592,640	8	\$ 495,452
	Commercial, Temporary Bldg./Const Trailer....	21	\$ 202,241	24	\$ 690,229
	TOTAL	230	\$ 129,052,073	311	\$ 123,309,113
OTHER ACTIVITY	Electrical Permits.....	1285		1489	
	Heat/Air/Refrigeration Permits.....	1081		1381	
	Plumbing and Gas Permits.....	1416		1775	
	Sign Permits.....	341		357	
	Water Well Permits.....	29		31	
	Garage Sale Permits.....	643		631	
	Structure Moving Permits.....	13		15	
	Demo-Residential Permits.....	26		49	
	Demo-Non-Residential Permits.....	7		2	
	Temp. Const. Bldgs. & Roll-off Permits.....	127		148	
	Lot Line Adjustments Filed.....	17		12	
	Certificate of Occupancy (CO).....	810		1102	
	All Field Inspections.....	20818		25135	
Net Residential Demos & Removals.....	-23		-47		
	TOTAL VALUATION		\$ 303,370,559		\$ 349,122,640

City of Norman
BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued September 2021 - Sorted by Permit Type

Permit Type	Contractor	Tenant Name	Permit #	Issued	Streets	Dir	Street Name	Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT	WILSON, BILL	VOLBRE PRIVATE DINING	1090	9/28/2021	435		BUCHANAN	AVE	12	1	LARSHS UNIVERSITY ADD	C3	\$	10,000
COMMERCIAL, ADD/ALT	SHELLBACK GENERAL CONTRACTING	BOOKWANG DINER REMODEL	2473	9/14/2021	1100	E	CONSTITUTION	ST	37	1	NAVAL AIR TECH TRAINING CENTER	C2	\$	175,000
COMMERCIAL, ADD/ALT	LARERE, DAVID	GREEN BUFFALO MEDICAL MARIJUANA GROW	3222	9/13/2021	3017		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$	75,000
COMMERCIAL, ADD/ALT	FULTON TECHNOLOGIES, INC.	VERZON WIRELESS ANTENNAS	3699	9/13/2021	3001		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$	60,000
COMMERCIAL, ADD/ALT	ATC GENERAL CONTRACTORS	PORTER OFFICE PLAZA REMODEL	3795	9/13/2021	2497		39TH	AVE	17	2W	NOT SUBDIVIDED	I1	\$	25,000
COMMERCIAL, ADD/ALT	TRASSER, CHAD	VERZON WIRELESS ANTENNAS	4083	9/28/2021	900	N	PORTER	AVE	6N	30	HIGHLAND ADDITION	C3	\$	35,000
COMMERCIAL, ADD/ALT	ERSSON, DAVE LANGHAM	PSP #1 LLC, MEDICAL MARIJUANA DISPENSARY	4149	9/27/2021	1215		36TH	AVE	1	1	WALDEN ADDITION	C1	\$	40,000
COMMERCIAL, ADD/ALT	SBA COMMUNICATIONS CORPORATION	T-MOBILE ANTENNA UPGRADE	4202	9/27/2021	4825		POST OAK	RD	13	2W	NOT SUBDIVIDED	C2	\$	10,000
COMMERCIAL, ADD/ALT	GAINES CONSTRUCTION, LLC	VERZON WIRELESS ANTENNAS	4242	9/28/2021	1398	W	LINDSEY	ST	1	2	BERRY 1ST #4	C1	\$	25,000
COMMERCIAL, ADD/ALT	BUMGARDNER, ALMA LAURA TRUST	KING COPY INTERIOR REMODEL	3922	9/28/2021	1220		BLUE LAKE	DR	43	3	LARSHS UNIVERSITY ADD	A2	\$	1,000
COMMERCIAL, ADD/ALT	OWNER	T-MOBILE ANTENNA REPLACE	4230	9/30/2021	724		FAIRWAY	DR	28	3W	NOT SUBDIVIDED	A2	\$	25,000
COMMERCIAL, FIRE REPAIR	CRIVINS CONSTRUCTION GROUP, LLC	UNION BAPTIST CHURCH ADDITION	4211	9/22/2021	570		BUCHANAN	AVE	32	1	LARSHS UNIVERSITY ADD	RMS	\$	10,000
COMMERCIAL, INTERIOR FINISH	TCS CONSTRUCTION	TULIPS FIRE REPAIR	3355	9/27/2021	1900		24TH	AVE	1	1	LARSHS UNIVERSITY ADD	C3	\$	50,000
COMMERCIAL, INTERIOR FINISH	OWNER	SWIG RESTAURANT	3261	9/27/2021	4419		CLASSEN	CH	3	1	SOUTH CLASSEN INDUSTRIAL PARK	RUD	\$	225,000
COMMERCIAL, NEW CONSTRUCTION	OWNER	DCGL PLANTING REMODEL	3196	9/28/2021	2301		TECHNOLOGY	PL	2	1	NGRMAN BUSINESS PARK	I1	\$	5,500
COMMERCIAL, NEW CONSTRUCTION	OWNER	CHASM ADVANCED MATERIALS	3552	9/28/2021	16300	E	ROCK CREEK	RD	21	1E	NOT SUBDIVIDED	I1	\$	31,000
COMMERCIAL, NEW CONSTRUCTION	HAMPTON HOMES, LLC	THUNDERBIRD FAMILY FARMS MEDICAL MARIJUANA GROW	3636	9/16/2021	2272		36TH	AVE	1	1	BROOKHAVEN OFFICE PARK SEC.#1	C1	\$	875,000
COMMERCIAL, NEW CONSTRUCTION	TUFF SHED	CORRALES OFFICE BUILDING	4222	9/28/2021	913	N	FLOOD	AVE	1	1	POWELL FLOOD ST. ADD	C2	\$	6,631
COMMERCIAL, NEW SHELL BLDG	COUGAR CONSTRUCTION CORP	REDBUD FLORAL STORAGE BUILDING	3696	9/28/2021	3151		HEALTHPLEX	DR	34A	6	MEDICAL PARK WEST SEC 5	RUD	\$	803,000
COMMERCIAL, PARKING LOT	BROWN, RANDY	ANTIOCH CHURCH REAR CONCRETE	3696	9/11/2021	1219		LINDSEY PLAZA	DR	4	1	EAST LINDSEY PLAZA #2	C2	\$	10,000

TOTAL PERMITS 21
AVERAGE VALUATION \$2,519,131
TOTAL VALUATION \$119,959

AVERAGE PROJECT AREA 2,419
TOTAL PROJECT AREA 50,800

Permit Type	Permit Counts	Valuation
COMMERCIAL, ADD/ALT	12	\$ 511,000
COMMERCIAL, FOUNDATION PERMIT	0	\$
COMMERCIAL, FIRE REPAIR	1	\$ 50,000
COMMERCIAL, INTERIOR FINISH	2	\$ 230,000
COMMERCIAL, NEW CONSTRUCTION	4	\$ 916,131
COMMERCIAL, NEW SHELL BLDG	1	\$ 800,000
COMMERCIAL, PARKING LOT	1	\$ 10,000
TEMPORARY BLDG/CONST TRAILER	0	\$
TOTAL	21	\$ 2,519,131

New Construction Business Information (New Construction and New Shell Building)	
Building Size (SF)	Use/Classification
4,416	OFFICE
8,329	OFFICE
	Business
	CORRALES OFFICE BUILDING
	NRH MEDICAL OFFICE BUILDING

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued September 2021 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Permit Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE OF SOUTHERN OK	2053	9/24/2021	508	DR	14	VINTAGE CREEK ADDITION	PUD	\$ 4,061	35
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	3248	9/27/2021	4617	RD	7	CARRINGTON PLACE ADD #14	R1	\$ 3,500	32
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	3901	9/18/2021	1505	ST	5	PARK PLACE ADD #6	R1	\$ 6,500	35
1 & 2 FAMILY STORM SHELTER	VETS SEPTIC SERVICE	4150	9/23/2021	210	DR	10	LITTLE RIVER TRAILS SEC #3	PUD	\$ 4,275	70
1 & 2 FAMILY, ADD OR ALTER	OWNER	1381	9/24/2021	2301	DR	17	COLONIAL EST # 9	R1	\$ 10,000	130
1 & 2 FAMILY, ADD OR ALTER	HARTLAND CONSTRUCTION	2082	9/29/2021	1200	BLVD	1	BROOKHAVEN #01	R1	\$ 80,000	2761
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION,LLC	3288	9/24/2021	1001	DR	3	WILDWOOD HILLS ESTATES	RE	\$ 58,675	589
1 & 2 FAMILY, ADD OR ALTER	PAIC SOLAR	3818	9/17/2021	4400	DR	2	EAGLE CLIFF SOUTH ADD #5	R1	\$ 76,263	367
1 & 2 FAMILY, ADD OR ALTER	SCISSORHAIL ROOFING & CONST.	3876	9/16/2021	2601	DR	4	FOREST HILLS ADD	R1	\$ 150,000	3200
1 & 2 FAMILY, ADD OR ALTER	CRENSHAW, JOHN	3891	9/16/2021	1018	CIR	5	CLASSEN-MILLER ADDITION	R3	\$ 75,000	714
1 & 2 FAMILY, ADD OR ALTER	LAW CONSTRUCTION	3889	9/16/2021	2616	AVE	5	ROLLING HILLS ESTATES #2	R1	\$ 85,000	518
1 & 2 FAMILY, ADD OR ALTER	LAW CONSTRUCTION	3918	9/17/2021	816 S	AVE	32	PARSONS ADDITION	R1	\$ 100,000	600
1 & 2 FAMILY, ADD OR ALTER	OWNER	3959	9/17/2021	1132	AVE	1	HIGHLAND ADDITION	R2	\$ 9,000	1000
1 & 2 FAMILY, ADD OR ALTER	HERITAGE PERGOLAS & PATIOS LLC	3950	9/19/2021	2625	AVE	29	EAST OAKS #1	R1	\$ 85,000	650
1 & 2 FAMILY, ADD OR ALTER	SOLERGY LLC	3955	9/17/2021	5901	ST	3	PRIDE #130	NA	\$ 4,500	515
1 & 2 FAMILY, ADD OR ALTER	SOLAR POWER OF OKLAHOMA(FORMER)	4022	9/15/2021	1804	PL	1	WOODCREEK ADD #7	RE	\$ 36,423	528
1 & 2 FAMILY, ADD OR ALTER	SOLAR POWER OF OKLAHOMA(FORMER)	4023	9/15/2021	206 N	AVE	1	COLLEY'S #2	R1	\$ 33,981	352
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION,LLC	4053	9/16/2021	404 S	AVE	3	FRICK ADD	R1	\$ 45,755	320
1 & 2 FAMILY, ADD OR ALTER	GUSS CONSTRUCTION & REMODELING	4071	9/17/2021	914 N	AVE	1	HIGHLAND ADDITION	R2	\$ 36,000	38000
1 & 2 FAMILY, ADD OR ALTER	SHIKIE SOLAR DBA SHINE AIR	4109	9/17/2021	2637	CIR	2	HALL PARK #6	R1	\$ 22,440	275
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4110	9/16/2021	2303	CT	8	MEADOWOOD ESTATES ADD	R1	\$ 28,215	332
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4113	9/16/2021	3440	RD	3	PARK HILL ADDITION	PUD	\$ 25,275	262
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4114	9/16/2021	1510	RD	4	HIGH MEADOWS #3	RM2	\$ 29,700	350
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4116	9/16/2021	2728	DR	4	PEBBLE BROOK #2	R1	\$ 35,640	420
1 & 2 FAMILY, ADD OR ALTER	CLIRT KING CONSTRUCTION	4199	9/22/2021	3915	DR	1	BROOKHAVEN #01	R1	\$ 1,292,229	247
1 & 2 FAMILY, ADD OR ALTER	FULL THROTTLE ROOFING, LLC	4215	9/28/2021	809	DR	1	SHADOWLAKE ADD #5	R1	\$ 392,800	240
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4234	9/27/2021	220	ST	7	CRYSTAL HEIGHTS #3	R1	\$ 43,065	507
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4236	9/27/2021	2523	LN	2	POPPY GROVE SEC 2	R1	\$ 26,730	315
1 & 2 FAMILY, ADD OR ALTER	SOLAR POWER OF OKLAHOMA(FORMER)	4257	9/27/2021	101	CT	33	SUMMIT LAKES ADD #9	R1	\$ 71,040	510
1 & 2 FAMILY, ADD OR ALTER	GREEN LIGHT SOLAR	4324	9/28/2021	2020	DR	7	PEARLINE CREEK #3	NA	\$ 19,305	228
1 & 2 FAMILY, FIRE REPAIR	RY REMODELING, LLC.	3910	9/13/2021	1508	DR	3	QUEENSTON HEIGHTS	R1	\$ 25,000	1051
1 & 2 FAMILY, PAVING	OWNER	4132	9/15/2021	1216	DR	8	EDGEWATER 3RD ADD	R1	\$ 35,000	1008
1 & 2 FAMILY, PAVING	CHARLEYS CONCRETE & DRAINAGE	3957	9/9/2021	1507	ST	3	LAKEGREST ESTATES	R1	\$ 2,025	270
1 & 2 FAMILY, PAVING	A & L CONCRETE	3971	9/12/2021	1429	ST	18	PARK PLACE ADD #5	R1	\$ 2,600	113
1 & 2 FAMILY, PAVING	A & L CONCRETE	3972	9/12/2021	1015	ST	16	ELMI HEIGHTS ADD	NA	\$ 6,560	629
1 & 2 FAMILY, PAVING	A & L CONCRETE	3934	9/9/2021	2201	CIR	15	WESTWOOD ESTATES	R1	\$ 4,940	233
1 & 2 FAMILY, PAVING	A & L CONCRETE	4003	9/15/2021	2805	DR	11	ST JAMES PARK ADD 1	R1	\$ 5,800	312
1 & 2 FAMILY, PAVING	A & L CONCRETE	4005	9/15/2021	3901	CT	8	CASTLEWOOD ADD #5	R1	\$ 2,776	256
1 & 2 FAMILY, PAVING	STONEWALL HOMES, LLC.	4042	9/15/2021	3736	DR	7	VINTAGE CREEK ADDITION	PUD	\$ 10,000	280
1 & 2 FAMILY, PAVING	CARLOS CASTILLO	4156	9/22/2021	1640	ST	35	SUNRISE HEIGHTS SEC #3	R1	\$ 6,400	923
1 & 2 FAMILY, PAVING	VANCE CONSTRUCTION SERVICES	4203	9/23/2021	1102	ST	9	FACULTY HEIGHTS ADD	R1	\$ 7,000	903
1 & 2 FAMILY, PAVING	OLIVAS CONSTRUCTION CO	4284	9/29/2021	1601	RD	10	BROOKHAVEN #03	R1	\$ 3,400	412
1 & 2 FAMILY, PAVING	WILKERSON CONSTRUCTION	4285	9/29/2021	4009	CIR	3	QUAILBROOK ADD #2	NA	\$ 21,000	1527
1 & 2 FAMILY, STORAGE BLDG	OWNER	3249	9/27/2021	4617	RD	1A	CARRINGTON PLACE ADD #14	R1	\$ 150,000	2688
1 & 2 FAMILY, STORAGE BLDG	OWNER	3545	9/8/2021	3111	CT	7	SIENA SPRINGS ADD #1	PUD	\$ 4,700	120
1 & 2 FAMILY, STORAGE BLDG	BOBBY BRAZIEL	3974	9/8/2021	3111	CT	8	SIENA SPRINGS ADD #1	PUD	\$ 6,000	60
1 & 2 FAMILY, STORAGE BLDG	WILLIAMS, DAVID CONTRACTING,	3919	9/2/2021	2809	DR	6	ASHTON GROVE ADD SEC 3	PUD	\$ 175,000	802
1 & 2 FAMILY, STORAGE BLDG	HOME FIRST, INC	3944	9/8/2021	1261	CT	37	FROST CREEK ADD.	PUD	\$ 70,000	980
1 & 2 FAMILY, STORAGE BLDG	HOME DEPOT	3952	9/8/2021	1813	DR	35	PRAIRIE CREEK #3	R1	\$ 16,100	480
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	4043	9/22/2021	5113	DR	4	CAMBRIDGE ADD #7	R1	\$ 4,738	96
1 & 2 FAMILY, STORAGE BLDG	HOME DEPOT	4249	9/30/2021	1431	AVE	1	OKAURST ADD SEC 02	NA	\$ 4,000	120
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	4278	9/29/2021	216	DR	12	HIGHLAND VILLAGE ADD SEC 4	NA	\$ 5,000	120
1 & 2 FAMILY, STORAGE BLDG	OWNER	4308	9/29/2021	3109	DR	21	MONTEIRO RIDGE SEC. #2	PUD	\$ 3,200	240
1 & 2 FAMILY, SWIMMING POOL	PREMIER POOLS AND SPAS	2621	9/24/2021	4004	DR	3	BROOKHAVEN #42	R1	\$ 50,000	406
1 & 2 FAMILY, SWIMMING POOL	PREMIER POOLS AND SPAS	2622	9/24/2021	725	DR	4	RED CANYON RANCH SEC 3	PUD	\$ 32,000	200
1 & 2 FAMILY, SWIMMING POOL	CLASSIC POOLS, INC	3756	9/16/2021	1213	DR	3	COUNTRY CLUB EST WILLA	R1	\$ 47,000	300
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PATIO	3839	9/29/2021	516	RD	11	VINEYARD PHASE III	R1	\$ 65,000	1048
1 & 2 FAMILY, SWIMMING POOL	GROTTO POOL DESIGNS	3846	9/22/2021	1000	CIR	18	MONTEIRO RIDGE SEC. #2	PUD	\$ 90,000	2491
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	3907	9/10/2021	4508	DR	8	FOUNTAIN VIEW SEC. #1	R1	\$ 69,000	1050
1 & 2 FAMILY, SWIMMING POOL	LIQUID ASSETS POOLS & SPA LLC	3962	9/13/2021	4000	PL	5	BROOKHAVEN #31	R1	\$ 71,200	730
1 & 2 FAMILY, SWIMMING POOL	LIQUID ASSETS POOLS & SPA LLC	3965	9/13/2021	3205	DR	2	FOUNTAIN RIDGE SEC. #2	PUD	\$ 102,200	1180
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	3992	9/10/2021	4705	CT	11	FOUNTAIN VIEW SEC. #1	R1	\$ 67,590	1330
1 & 2 FAMILY, SWIMMING POOL	GROTTO POOL DESIGNS	4055	9/16/2021	102	DR	2	FOUNTAIN VIEW SEC. #2	PUD	\$ 140,000	1300
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4064	9/16/2021	831	LN	1	LITTLE RIVER TRAILS SEC #2	R1	\$ 60,000	1232
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4065	9/16/2021	2501	AVE	17	WILLOW BROOK ADD	R1	\$ 50,000	876
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4069	9/16/2021	4801	DR	8	ARBOR LAKE ADD #5	A2	\$ 92,000	2550
1 & 2 FAMILY, SWIMMING POOL	ROSALES, SANTOS & MELISA	4070	9/16/2021	4421	CT	5	NOT SUBDIVIDED	R1	\$ 80,000	1560
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	4082	9/28/2021	2801	DR	4	ASHTON GROVE ADD SEC 1	PUD	\$ 111,850	2000
1 FAMILY, MANUF HOME REPLACE	OWNER	2437	9/16/2021	5700	AVE	6	HOPE VALLEY EST 1 & 2	A2	\$ 79,183	1216
1 FAMILY, MANUFACTURED HOME	OWNER	2668	9/24/2021	13625	RD	6	THUNDERBIRD HILLS	RE	\$ 45,000	1164

OWNER	3247	9/27/2021	4517	KINGSLAND	RD	2	7	CARRINGTON PLACE ADD #14	R1	\$	4807
MCCOWN, TAMMY	3802	9/30/2021	4705	FOUNTAIN VIEW	DR	18	1E	FOUNTAIN VIEW SEC. #1	R1	\$	750,000
GOOD MEASURE CONSTRUCTION SERV	3877	9/30/2021	3751	HERITAGE	LN	22	1W	HERITAGE INFINITY NRCS	A2	\$	320,000
BLUE STAR HWS DBA MONTEREY CON	3905	9/14/2021	4851	98TH	AVE	14A	1	NOT SUBDIVIDED	PUD	\$	450,000
HOMES OF DISTINGTION, INC	3957	9/17/2021	1923	ASHFORD	LN	35	2W	BROOKHAVEN PLACE	A2	\$	422,400
ARMSTRONG HOMES	4015	9/22/2021	620	TOPAZ	AVE	4	1E	NOT SUBDIVIDED	A2	\$	500,000
OWNER	4041	9/13/2021	19407	DAISY	LN	5	3	PRIDE #25	R1	\$	150,000
SOUND BUILDS, LLC.	4090	9/20/2021	1701	QUIDNET	RD	4	10	SUTTON PLACE ADD #5	R1	\$	230,000
LANDMARK FINE HOMES, LP.	4081	9/17/2021	3317	TURTLE CREEK	WAY	1	2	VINEYARD PHASE III	R1	\$	455,000
MURFIELD HOMES	4195	9/22/2021	2002	ROCK CREEK	DR	15	2W	HALLROOKE ADD #5	PUD	\$	155,000
K & B HOMES, LLC.	3754	9/13/2021	2801 E	OSPREY	DR	15	1	NOT SUBDIVIDED	A2	\$	350,000
HOME CREATIONS, INC	3882	9/23/2021	4808	MIDLAND VALLEY	DR	10	4	EAGLE CLIFF SOUTH ADD #7	R1	\$	220,000
HOME CREATIONS, INC	3888	9/23/2021	617	ARCADY	AVE	13	5	GREENLEAF TRAILS ADD 10	R1	\$	220,680
HOME CREATIONS, INC	3888	9/30/2021	2134	MIDLAND VALLEY	AVE	10	4	BELLATONA SEC. #3	R1	\$	163,000
IDEAL HOMES OF NORMAN	3954	9/13/2021	2200	ARCADY	AVE	13	5	BELLATONA SEC. #3	R1	\$	220,000
IDEAL HOMES OF NORMAN	3955	9/13/2021	703	MIDLAND VALLEY	ST	7	1	BELLATONA SEC. #3	R1	\$	239,670
IDEAL HOMES OF NORMAN	4074	9/17/2021	715	MIDLAND VALLEY	ST	4	1	GREENLEAF TRAILS ADD 10	PUD	\$	254,520
IDEAL HOMES OF NORMAN	4139	9/24/2021	420	MAYBURY	DR	18	1	LITTLE RIVER TRAILS SEC #3	PUD	\$	327,330
HOMER CREATIONS, INC	4139	9/24/2021	2008	ARCADY	AVE	12	5	BELLATONA SEC. #3	R1	\$	229,510
HOMER CREATIONS, INC	4140	9/24/2021	2204	ARCADY	AVE	11	1	BELLATONA SEC. #3	R1	\$	327,330
IDEAL HOMES OF NORMAN	4151	9/23/2021	210	SULVERDE	DR	1	1	LITTLE RIVER TRAILS SEC. #3	PUD	\$	182,700
DJP PAINTING & MAKEREADY ECT	4058	9/19/2021	2073 W	LINDSEY	ST	1	1	VILLAGE WEST ADD	R1	\$	398,070
OWNER	4124	9/19/2021	1205	OAKHURST	AVE	1	3	OAKHURST ADD	R1	\$	750
CSO DEVELOPMENT	4157	9/17/2021	214 W	EUFALLA	ST	25	8	LARSH ADD #1	R1	\$	1,500
CITY OF NORMAN	4289	9/27/2021	7022	MARK	ST	7A	2	CONNELLY PARK #2	R3	\$	50,000
RDS, INC	1383	9/24/2021	2301	MARK	DR	17	7	CONNELLY PARK #9	RE	\$	0
CITY OF NORMAN	4289	9/27/2021	7022	MARK	DR	7A	2	CONNELLY PARK #2	RE	\$	0
UNK	3921	9/12/2021	1776 E	ROBINSON	ST	1	29	HIGHLAND ADDITION	NA	\$	0
BISHOP, CHERRY	3896	9/16/2021	1132	ROBINSON	ST	1	1	UNIVERSITY NORTH PARK SEC 3	R2	\$	0
RUBICON GLOBAL	4153	9/16/2021	2030	STUBBEMAN	AVE	1	2	LAKECREST ESTATES #2	PUD	\$	0
LMR, INC	4272	9/24/2021	1216 E	ROBINSON	ST	2	2	NOT SUBDIVIDED	C1	\$	0
MIKE&LISA TODD	3941	9/12/2021	2200	60TH	AVE	24	2W	NOT SUBDIVIDED	A2	\$	0

TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)	94	AVERAGE VALUATION	\$ 121,541	AVERAGE PROJECT AREA	1,790
		TOTAL VALUATION	\$ 11,424,854	TOTAL PROJECT AREA	168,331

Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts
1 & 2 FAMILY, STORM SHELTER	4		\$ 20,338	RESIDENTIAL STORAGE CONTAINER	1
1 & 2 FAMILY, ADD OR ALT	26		\$ 2,791,926	TEMPORARY ROLL-OFF, RESIDENTIAL	3
1 & 2 FAMILY, CARPORT	0		\$ -	TEMPORARY ROLL-OFF, OTHER	4
1 & 2 FAMILY, FIRE REPAIR	2		\$ 60,000	SEASONAL STORAGE CONTAINER	0
1 & 2 FAMILY, PAVING	11		\$ 72,801		
1 & 2 FAMILY, STORAGE BLDG	10		\$ 438,738		
1 & 2 FAMILY, SWIMMING POOL	15		\$ 1,127,640		
1 FAMILY, MANUFACTURED HOME REPLACEMENT	1		\$ 79,783	4613 24TH AVE. SE	NET # DU
1 FAMILY, MANUFACTURED HOME NEW	1		\$ 45,000	5706 72ND NE	-1
2 FAMILY, NEW CONSTRUCTION	21		\$ 6,737,880	2431 BRIGGS ST.	-1
3 FAMILY, NEW CONSTRUCTION	0		\$ -	208 W. LYNN ST.	-1
3 FAMILY, FIRE REPAIR	2		\$ 2,250	214 BEAL ST.	-1
3 FAMILY, FOUNDATION	1		\$ -	214 W. EUFAULA ST.	-1
3 FAMILY, ADD/ALT	0		\$ -	5301 ALAMEDA ST.	-1
GROUP QUARTERS	0		\$ -	4685 BLACKBURN AVE	-1
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
TOTAL	94		\$ 11,424,854	TOTAL DEMO-NET DWELLING UNITS	-9

POLICE 11



Administrative Summary

10/5/2021

September 2021 Summary



Operations

Part I Crimes	2021	Current	2020	2019	2021	Year-To-Date	2020	2019
		MONTH 5YR AVG				YTD 5YR AVG		
Murder	0	0	0	0	0	4	2	2
Rape	4	5	2	5	48	45	27	56
Robbery	1	5	8	2	23	40	42	35
Agg. Assault	23	19	19	14	182	141	179	142
Burglary	35	62	45	45	357	489	414	386
Larceny	288	240	240	231	2,205	2,150	1,926	1,933
Motor Vehicle Theft	53	31	48	34	403	260	317	275
Arson	1	1	2	1	5	5	7	8
Part I Totals:	405		364	283	3,223		2,914	2,837
Part II Crimes								
DUI/APC	23	34	30	41	210	332	283	414
Drunkness	44	59	31	48	317	480	319	450
DrugViolations	35	81	42	62	276	786	413	792
Forgery	17	17	11	11	102	168	104	134
Vandalism	117	79	82	6	813	710	669	693
Others	446	NA	387	381	3,402	NA	3,792	3,448
Part II Totals:	682		583	549	5,120		5,580	5,931
Total Reported Crime:	1,087		947	832	8,343		8,494	8,768
Other Reported Activity								
Public Peace Reports	197	198	196	197	1,711	1,678	1,738	1,765
Warrants Served	80	119	85	124	737	1,145	853	1,377
Other Reports Totals:	277		281	321	2,448		2,591	3,142
Total Case Reports:	1,364		1,228	1,153	10,791		11,085	11,910
Collisions								
Fatality	0	1	2	0	1	5	3	4
Injury	61	64	57	71	465	508	412	467
Non-Injury	152	156	105	146	950	1,218	925	1,093
Total Collisions:	213		164	217	1,416		1,340	1,564
Call for Service								
CAD Activity (All Other CFS)	4,112	NA	3,034	3,480	30,893	NA	26,584	28,734
Calls for Service (Only Police)	6,755	NA	7,108	8,181	57,705	NA	63,585	78,491
Total CFS:	10,867		10,142	11,661	88,598		90,169	95,563
Police Only CFS								
CFS - Citizen Initiated	5,280	5,237	4,985	5,182	43,624	45,383	42,391	44,904
CFS - Officer Initiated	1,475	2,865	2,123	2,999	14,081	27,463	21,194	33,587
Total Police Only CFS:	6,755		7,108	8,181	57,705		63,585	78,491
Citations & Warnings:								
Citations	383	NA	849	1,312	5,099	NA	8,056	11,404
Warnings	665	NA	1,312	2,125	7,531	NA	12,431	18,027
Total Citations & Warnings:	1,048		2,161	3,437	12,630		20,487	29,431

** Public Peace reports include: Animal Bite, Found Property, Recovery/Other Agency Vehicles, Mental Case, Unattended Death and Other
 ** Five Year Average based on 2015 to 2019
 ** 2020 Data not used in 5YR Average due to Covid influences

ANIMAL CONTROL 11A



Monthly Service By Assignment

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

Place	Assignment	Jan 2021 Hours	Feb 2021 Hours	Mar 2021 Hours	Apr 2021 Hours	May 2021 Hours	Jun 2021 Hours	Jul 2021 Hours	Aug 2021 Hours	Sep 2021 Hours	Total Hours	
Norman Animal Welfare Center	Community Services-NAWC	264:00	159:05	112:00	118:25	230:30	218:00	141:45	0:00	0:00	1,243:45	
	NAWC-Bather / Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	5:46	2:00	7:46	
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	
	NAWC-Cat Socializer	27:30	23:57	41:50	17:50	27:19	41:19	38:27	22:47	28:22	269:21	
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00	0:00	1:33	0:00	0:00	0:00	0:00	1:33	
	NAWC-Dog Handler	18:54	29:49	54:28	45:36	51:29	47:45	75:32	52:38	42:02	418:13	
	NAWC-Foster Program	0:00	1:00	2:00	53:00	48:22	62:00	57:00	72:00	58:00	353:22	
	NAWC-Kennel Assistant	0:00	0:00	4:35	0:00	0:00	10:43	0:00	0:00	0:00	0:00	106:18
	NAWC-Laundry	2:11	3:30	1:06	2:46	4:43	9:13	5:18	6:04	8:02	42:53	
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	
	NAWC-Orientation	0:00	14:00	9:00	14:00	5:00	7:00	6:00	2:00	12:00	69:00	
	NAWC-Photographer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	
Veterinarian Assistant Tech	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00		
Total		312:35	231:21	224:59	251:37	368:56	487:00	324:02	161:15	150:26	2,512:11	
Grand total		312:35	231:21	224:59	251:37	368:56	487:00	324:02	161:15	150:26	2,512:11	

Norman Animal Welfare Monthly Statistical Report September 2021



IN SHELTER ANIMAL COUNTS

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	28	47	75	91	102	193	118	157%
Ending	27	47	74	70	99	169	95	128%

ANIMAL INTAKES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	87	59	146	101	103	204	58	40%
Owner Relinquish	20	26	46	3	9	12	(34)	-74%
Owner Intended Euth	5	2	7	1	0	1	(6)	-86%
Transfer In	0	10	10	0	0	0	(10)	-100%
Other Intakes*	11	4	15	6	5	11	(4)	-27%
Returned Animal	10	3	13	10	9	19	6	46%
TOTAL LIVE INTAKES	133	104	237	121	126	247	10	4%

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

OTHER STATISTICS

	2020		2021		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	5	5	0	0	(5)	-100%
Dog Collected (DOA)	0	0	0	0	0	
Cat Collected (DOA)	1	1	0	0	(1)	-100%
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	2	2	2	
Intake Cows	0	0	0	0	0	
Intake Goats	1	1	0	0	(1)	-100%
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	0	0	0	0	0	
Intake Other	2	2	2	2	0	0%
TOTAL OTHER ITEMS	9	9	4	4	(5)	-56%

LENGTH OF STAY (DAYS)

	2020	2021
Dog	9.3	16.9
Puppy	3.7	19.6
Cat	12.1	17.4
Kitten	10.4	10.2

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	73	102	0	175

Norman Animal Welfare Monthly Statistical Report September 2021



LIVE ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	63	83	146	62	102	164	18	12%
Return To Owner	38	3	41	54	3	57	16	39%
Transferred Out	26	12	38	16	7	23	(15)	-39%
Returned to Field	0	1	1	0	1	1	0	0%
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	127	99	226	132	113	245	19	8%

OTHER ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	2	3	1	9	10	7	233%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	1	1	2	8	8	16	14	700%
Owner Intended Euth	5	2	7	1	0	1	(6)	-86%
TOTAL OTHER OUTCOMES	7	5	12	10	17	27	15	125%

TOTAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	127	99	226	132	113	245	19	8%
Total Other Outcomes	7	5	12	10	17	27	15	125%
TOTAL OUTCOMES	134	104	238	142	130	272	34	14%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	5		7	41%
Medical - Injured	0	3		3	18%
Behavior - Aggressive	7	0		7	41%
Behavior - Other	0	0		0	0%
TOTAL EUTHANASIA	9	8	0	17	

MONTHLY LIVE RELEASE RATE

2020	2021
97.8%	90.4%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed three (3) Final Plats to the Development Committee; three (3) Rural Certificates of Survey, three (3) preliminary plats and two (2) Short Form Plats for Planning Commission and one (1) Closure to City Council. The Development Engineer reviewed 19 sets of construction plans and 6 punch lists. There were 149 permits reviewed and/or issued. Fees were collected in the amount of \$1,211.72.

CAPITAL PROJECTS:

Robinson Street West of I-35 Widening Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Finished asphalt base stabilization for Phases 2B & 2C, which are the new Interstate Drive connection north of Interstate Drive and a new cul-de-sac where the old Interstate Drive terminates, respectively.
- Finished concrete pavement installations for Phases 2B & 2C
- Finished City fiber relocations for all of Phase 2
- Finished inlet installations for all of Phase 2

Porter Avenue and Acres Street Intersection 2019 Bond Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Installation of drainage structure at Checkers gas station
- Construction of remaining driveways on west half of the project
- Installation of lighting conduit for west side of Porter Avenue
- Installation of Curb Ramps for west side of Porter Avenue
- Installation of decorative sidewalks for west side of Porter Avenue
- Clean up and fine grading of landscape areas for west side of Porter Avenue

Sidewalk Programs:

FYE 2022 Sidewalk Horizontal Saw Cutting Program. Bids were received on June 3, 2021. City Council awarded the contract to ASTI Inc. in the amount of \$34,470.00 on July 13, 2021. An on-site pre-construction survey was performed on September 1 & 2. The project includes 1,050 inch-feet of cuts along Morren Drive, from 12th Avenue NE to Cindy Avenue and 12th Avenue NE from Alameda Street to East Rock Creek Road. The project will continue onto Lindsey Street from 24th Avenue SE to 12th Avenue SE up to the 1,050 inch-foot quantity specified in the contract. This area addresses non-compliance areas identified in the 2018 ADA Transition Plan. Work will begin October 18, 2021 and will take 2-3 weeks to complete.

FYE 2022 Annual Sidewalk Program. Bids were received on June 3, 2021. City Council awarded the contract to Nash Construction Co. in the amount of \$313,109.00, on July 13, 2021. Construction began August 10, 2021. The Schools and Arterials project at Stubbeman Avenue from Robinson Street to Timberwolf Trail (west-side) is complete. The Sidewalks & Trails Project, Hal Muldrow Drive, from Melrose Drive to West Main Street is 70% complete. Subsequent projects include, Webster Avenue, from Gray Street to Daws Avenue, eight Accessibility ramps in the Northcliff Avenue and Cherry Creek Drive areas, as well as additional Citywide Sidewalk Reconstruction Program projects, which includes the "50/50 Program."

Citywide Sidewalk Reconstruction (50/50)				
FYE 22 Projects Completed	FYE 22 Citizen Contributions	Total Open Projects	Open Projects Estimate	Open Projects Scheduled: City Responsibility/Resident Participation
22	\$7,156.88	28	\$66,885.45	6

FYE 2021 Capital Improvement Project – 24th Avenue NW. Bids were received on August 5, 2021 and the project was approved by City Council on September 14, 2021. This project addresses a significant portion of the City of Norman's 2018 Americans with Disabilities Act Transition Plan. The construction area includes a 1.1-mile sidewalk corridor along 24th Avenue NW, from Main Street to Robinson Street (east side) and includes 1365 square yards of sidewalk repairs, 800 square yards of driveway approach reconstruction and 216 square yards of ramps and curb cuts. The project is expected to start mid-October and will take 6-8 weeks to complete, weather permitting.

STREET MAINTENANCE BOND PROJECTS:

2020 Urban Concrete:

During the month of September, Central Contracting completed work in the Woodslawn Addition as part of project 3.

2021 Urban Reconstruction:

Pickard Avenue Project:

During the month of September, Nash Construction addressed the punchlist items associated with this project.

2022 Asphalt Pavement

During the month of September, Silver Star Construction performed no work associated with the FYE 2022 Asphalt Pavement project. Silver Star Construction will return to work in the month of October. Silver Star has currently completed 61% of the work associated with their contract.

2022 Urban Concrete

Bid 1:

During the month of September, EMC completed work on West Imhoff Road between South Berry Road and South Highway 9, West Imhoff Road between Highway 9 and Marigold Trail, and McGee Road between Highway 9 and Marigold Trail. EMC has currently completed 31% of the work associated with their contract.

Bid 2:

During the month of September, A-Tech Paving completed work on Triad Village Drive between Alameda and 12th Avenue and Barkley Avenue between Boyd Street and Mockingbird Lane and began work on Rosedale Drive between Boyd Street and Camden Way. A-Tech Paving has currently completed 26% of the work associated with their contract.

2022 Bridge Maintenance Program

During the month of September, Haskell Lemon Construction completed work on 48th Avenue SE Bridge 0.8 miles South of South Highway 9 and Cedar Lane Bridge 0.8 miles East of Indian Meridian Avenue. Change Order No. 1 was approved by Council and substantial completion of this project was reached.

Imhoff Bridge Emergency Repairs Project

On Thursday, July 29, 2021, City Staff were made aware of the failure of the southeast wing wall attached to the West Imhoff Road Bridge, NBI No. 18958. Upon initial inspections performed by City Staff, the condition of the bridge was found to be severe enough to warrant immediate closure.

On August 10, 2021, Haskell Lemon Construction Co., mobilized to the West Imhoff Road Bridge to begin removing the debris from the channel that was restricting the flow of Imhoff Creek which was part of the original scope of work listed in the FYE 2022 Bridge Maintenance Program contract. On August 11, 2021, Haskell Lemon Construction Co., investigated spalling on the northwest wing wall that was also identified in the FYE 2022 Bridge Maintenance Program contract scope. During their investigations a large portion of concrete came loose exposing the joint between the wing wall and the bridge structure. The wing wall was found to have approximately 1.5" of separation from the bridge structure with no reinforcing tie-ins. This wing wall has three (3) utility lines routed through it: a sanitary sewer line, a 4" gas line, and a potable water line. The wing wall is in danger of a full-scale failure, which failure would affect these three utilities as well as the structure's stability.

On August 14, 2021, City Council declared the situation at the Bridge to be an emergency.

During the month of September, Haskell Lemon Construction Co. was selected to perform the Emergency Repairs at the West Imhoff Bridge and mobilized to the location. Clearing and grubbing was completed on the Southwest corner of the bridge. The cleared area will serve as the access point for construction activity on the south side of the bridge.

PUBLIC TRANSIT

Public Transit Response to COVID-19 (coronavirus)

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

- Enhanced cleaning of vehicles.
- Suspended operations of route 144-Social Security.
- Limited capacity on fixed route and paratransit busses.
- Mandatory face coverings while using transit services, a federal requirement on public transit (expiration date extended from September 13, 2021 to January 18, 2022).

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

The Go Norman Transit Plan was approved by resolution by Council at its June 22nd, 2021 meeting. Staff are continuing exploratory work on the next steps as recommended in the plan.

Construction of the Transit Operations and Maintenance Facility

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Glazing completed for both buildings*
- *Finish grading of all driveways and parking areas*
- *Began excavation of detention pond*
- *Paving begun on east parking lot*
- *Completed installation of sheet rock in Transit building*
- *Mechanical, electrical, and plumbing installation continues for both buildings*
- *HVAC equipment installation continued*
- *Completed installation of concrete bases for light poles in east parking lot*
- *Exterior garage doors installed*
- *Painting of interior walls begun in both buildings*
- *Tire Carousel installed in Transit building*
- *Space heaters and hose reels installed in maintenance bays*
- *Interior framing and sheetrock continues for mezzanine areas in both buildings*

Transit Monthly Performance Report

Attached is the transit performance report for August 2021.

STREETS DIVISION

CAPITAL & BOND PROJECTS:

BURNT OAK STREET AND OAKHILL DRIVE

Streets crews replaced damaged concrete panels on Burnt Oak Street and Oakhill Drive. This repair required 29 cubic yards of concrete and resulted in over 84 square yards repaired.

72ND AVENUE SE HIGHWAY 9 TO POST OAK ROAD

Streets crews worked crack repair at 72nd Avenue SE: Highway 9 to Post Oak Road and required 2686.21 tons of asphalt for the repair.

BROOKHAVEN #33: FOXBOROUGH COURT-MANOR HILL

Streets crews replaced damaged concrete panels on Burnt Oak Street and Oakhill Drive. This repair required 83 cubic yards of concrete and resulted in over 284 square yards repaired.

CONCRETE OPERATIONS:

3428 JENKINS AVENUE

Streets crews replaced damaged concrete panels on Lindsey Street and Biloxi Drive. This repair required 3.5 cubic yards of concrete and resulted in over 26 square yards repaired.

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During September, 2021, 312.50 miles of rural rights-of way and 1,411,082 sq. ft. of urban rights-of-way were mowed.

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 5.35 tons of asphalt was utilized in routine pothole patching operations.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 24 work order requests and closed 29 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew replaced 20 feet of leaking pipe at 101 Triad Village. The crew sealed leaking curb hoods at 2616 Deer Run Circle. The Infrastructure Maintenance crew sealed a leaking pipe and replaced a broken apron at 117 Highland Terrace. The Infrastructure Maintenance crew responded to a Norman Police Department call of a missing grate on Symmes. The crew also called in OKIE spots for future repairs at 1306 Quail Hollow and 2809 Northglenn. The Infrastructure Maintenance crew started work on a double box replacement at 309 Kingsbury Dr.

CHANNEL MAINTENANCE

The Channel Maintenance crew removed drifts and cleared debris from several locations along Bishop Creek, Brookhaven Creek, and Hollywood Chanel, which resulted in 58 tons of debris. The Channel Maintenance Crew was able to mow 582,091 square feet of stormwater channels. The Channel Maintenance crew also cleaned Merkle Channel extensively resulting in over 140 tons of debris removed. The Channel Maintenance crew cleaned flumes at Berry Road Channel, Anitol I, Imhoff Channel at Lindsey, and Imhoff Channel at Reeves Park totaling 205 tons of debris removed. The crew checked 100 inlets and cleaned 25 inlets totaling .5 tons of debris removed.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 546 lane miles were swept in September resulting in the removal of approximately 126.20 tons of debris from various curb lined streets throughout the city. The crew also checked 690.00 linear feet of pipe with camera truck at Northglenn Lane, Crystal Springs Drive, and Telstar Circle. The crew checked 147 inlets and cleaned 39 inlets totaling .25 tons of debris removed.

STORMWATER OKIE LOCATES

During the month of September, 3235 Call 811 Okie Spots were received. Of those requests, 93 were stormwater pipe locates, 34 were marked, and 342 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 105 inspections of 122 active sites.

Issued 0 citations and 0 NOV to active sites.

Issued 2 Earth Change Permits to new projects.

MS4 OPERATIONS

Received and responded to 20 citizen calls.

Conducted 0 outfall inspections.

Conducted 0 detention/retention pond inspections.

On September 18, 2021 Stormwater participated in a presentation at the Boys and Girls Club with education stations and activities for approx. 40 kids.

On September 19, 2021 Stormwater hosted a clean-up event for the OU Engineers Who Care along 12th Ave SE with 21 participants where 99 pounds were collected and removed from the Canadian River watershed.

FLEET DIVISION

The Fleet Management Division Activity Report shows a comprehensive summary of the activity during the month, broken down into 3 subgroups: Fuel Report, Maintenance Report, and Productivity Report.

FUEL REPORT

Purchases: The Inventory fuel and Outside fuel purchases are added together for each category of fuel - Unleaded gasoline, Diesel fuel, and CNG.

Amount Sold: The amount of Inventory fuel and Outside fuel disbursed to city divisions are shown.

Price Per Gallon: For Inventory Purchases, each time a purchase is made the invoice information, such as quantity and total price is receipted into the Faster system. The Faster program then tallies the information and decides on a price-per-gallon for that purchase. The monthly high and the monthly low price-per-gallon for unleaded gasoline and diesel fuel are shown.

MAINTENANCE REPORT

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

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

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

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

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

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

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

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

PRODUCTIVITY REPORT

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

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

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

September 2021

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/ 3 DAYS	36	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/ 7 DAYS	27	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/ 10 DAYS	19	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%



PERFORMANCE REPORT

Summary of Services Table: August 2021

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals. Although the Fiscal Year for 2020 began on July 1, 2019, EMBARK did not start providing service in Norman until August 5, 2019, and ridership numbers are counted from that date forward. EMBARK PLUS operations and ridership began in October 2019.

EMBARCK Norman Service Summary	ADP Aug FY22	FY22 YTD	FY21 YTD	Service Profile	Aug FY22	Aug FY21	Jul FY22
Fixed Routes (M-F)	869	35,687	30,000	Weekdays	22	24	21
Fixed Routes (Sat)	419	3,622	844	Saturdays	4	3	5
PLUS (M-F)	71	3,145	2,550	Gamedays	0	0	0
-Zone 1*	57	2,517	2,037	Holidays	0	0	0****
-Zone 2**	15	628	513	Weather	0	0	0
PLUS (Sat)***	18	146	42	Fiscal YTD Days	52	47	302
				Cal. YTD Days	205	175	153

* Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

****Service was not impacted by Independence Day as it fell on a Sunday.

Strategic Performance Measures

MEASURE	FY 22 YTD	FY 22 Targets	
# of Norman fixed-route passenger trips provided	33,309	265,054	◆
# of Norman paratransit trips provided	3,166	19,000	▲
% of on-time Norman paratransit pick-ups	99.05%	95.00%	●
# of Norman bus passengers per service hour, cumulative	12.07	13.14	▲
# of Norman bus passengers per day, average	712	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.00%	N/A*	N/A*

*These LFR targets are unavailable for this fiscal year. We hope to have them for FY23.

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2022	FYE 2022	Year to Date	Year to Date	FYE 2022
	September	September			
	2021	2021			
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	5.35		33.04		
Overlay/pave 10 miles per year.	-	0%	8.00	80%	100%
Replace 2,000 square yards of concrete pavement panels	394.00	20%	1,097.50	55%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	40.00	10%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	1,411,082.00	11%	8,597,913.50	68%	100%
Mow 148 miles of Rural Right-of-way three times per year	312.50	70%	645.00	145%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Complete all selected projects for the bond year within the same fiscal year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STORMWATER DIVISION					
	FYE 2022 September, 2021	FYE 2022 September, 2021	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	546.00	109%	1,552.00	26%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	147.00	1%	1,595.00	16%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	584,841.00	4%	3,913,006.00	29%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Permit all earth disturbing operations over 1 acre in size.	2.00	95%	5.00		95%
Permit all floodplain activities as appropriate.	2.00	2%	4.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines. (1)	1.00	1%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	105.00	56%	345.00		100%
Respond to stormwater complaints within 24 hours of the time reported	17.00	100%	82.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	5.00		20%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

September 2021

IN GALLONS	FYE 2022 FUEL REPORT		
	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED
Internal pumps	18,378.00	18,711.00	21,836.57
Outside - sublet	1,588.00	1,413.00	4,545.29
TOTAL	19,966.00	20,124.00	26,381.86
TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED PUBLIC CNG CONSUMED
	20,722.59	23,456.68	29,755.45 4,545.29

FYE 2022 TO DATE CONSUMPTION			
TOTAL Consumption	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED PUBLIC CNG CONSUMED
	62,451.58	67,134.29	90,666.81 11,214.04

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:					
UNLEADED	High	\$2.34	Low	\$2.23	UNLEADED	High	\$2.39	Low	\$2.30
DIESEL	High	\$2.38	Low	\$2.24	DIESEL	High	\$2.36	Low	\$2.29
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.49	Low	\$1.49

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$126,079.38	Month Total Public CNG Sales	\$6,674
BATTERIES	\$3,464.94	FYE 2022 To Date Public Sales	\$17,301
OILS/FLUIDS	\$5,986.23	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$34,283.58	Total Sold Gallons Life To Date	975,339
SUBLET REPAIRS	\$8,925.72	Total Gross Sales Life To Date	\$1,398,907
TOTAL SPENT ALL parts/sublet	\$178,739.85	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Statio	2,637,778

Light Shop				
ROAD SERVICE	4	4	4	34
EMERGENCY ROAD CALLS	9	4	2	36
PM SERVICES	117	66	88	509
INCLEMENT WEATHER	0	2	0	3
WORK ORDERS	269	269	237	1,346
SCHEDULED REPAIRS	150	154	115	544
NON SCHEDULED REPAIRS	77	74	83	372

Heavy Shop				
ROAD SERVICE	13	5	9	35
EMERGENCY ROAD CALLS	19	24	31	116
PM SERVICES	32	48	57	215
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	256	277	279	1,290
SCHEDULED REPAIRS	58	72	79	285
NON SCHEDULED REPAIRS	163	148	158	748

Transit Shop				
			LAST Month	YEAR TO DATE
ROAD SERVICE	1	8	2	17
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	8	14	7	51
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	84	96	44	355
SCHEDULED REPAIRS	9	15	7	40
NON SCHEDULED REPAIRS	57	76	38	266

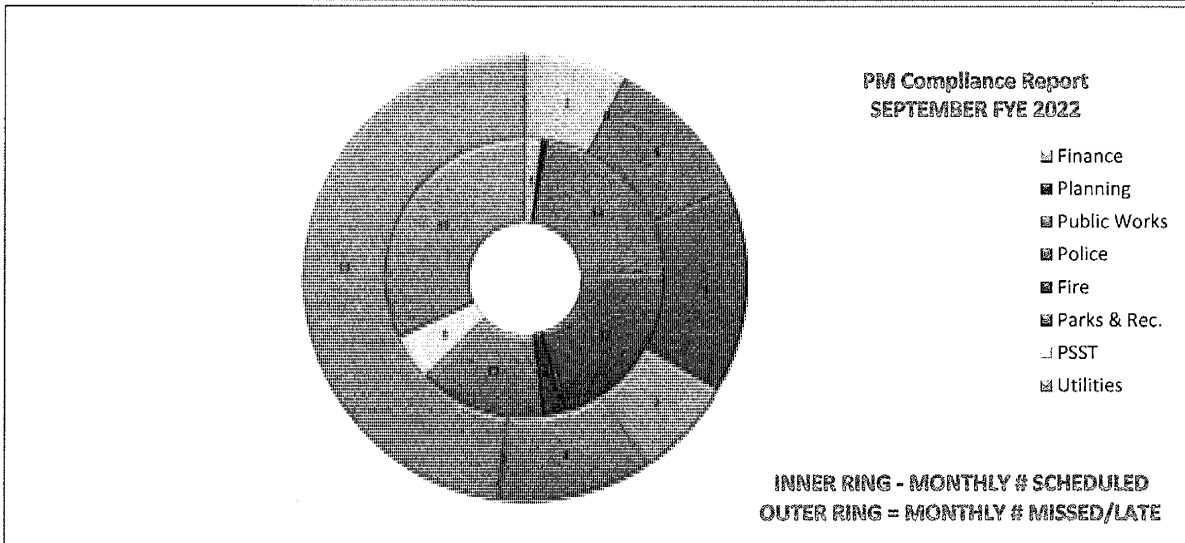
COMBINED SHOPS				
	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	18	17	11	74
EMERGENCY ROAD CALLS	28	29	31	142
PM SERVICES	159	181	64	765
INCLEMENT WEATHER	0	2	0	4
WORK ORDERS	628	655	323	3039
SCHEDULED REPAIRS	219	243	86	874
NON SCHEDULED REPAIRS	303	302	196	1402

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

September FYE 2022

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past	Unit Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE	
CITY CLERK										
603T	2020 Big Tex Trailer	Facility Maintenance	10/1/2021	4/15/2021	-169	days	5/27/2021	Light Repair	PM-A	N/A
0612	2006 Chevy 1500	Facility Maintenance	50809	50294	-515	miles	8/19/2021	Light Repair	PM-C	6/19/2020
FIRE										
2001	2020 John Deere Z915E	Fire Suppression	10/1/2021	4/10/2021	-174	days	6/28/2021	Light Repair	PM-C	4/27/2020
0001	2018 Ford F150	Fire Prevention	35934.00	35024.00	-910.00	Miles	9/28/2021	Light Repair	PM-D & PM-G	2/4/2021
POLICE										
1026	2010 Chevy Impala	Criminal Investigations	76102	75712	-390	miles	8/12/2021	Light Repair	PM-C	8/20/2020
1120	2017 Ford Interceptor	Patrol	62184	58328	-3856	miles	8/13/2021	Light Repair	PM-G	5/2/2019
1130	2018 Ford Interceptor	Staff Services	15200	15203	3	miles	9/17/2021	Light Repair	PM-C	7/30/2020
PSST										
1213	2017 Ford Interceptor	PSST Patrol	75594	75267	-327	miles	8/11/2021	Light Repair	PM-C	5/11/2021
UTILITIES										
578B	2018 John Deere	WRF Water Reclamation	10/1/2021	8/24/2021	-38	days	8/24/2021	Heavy Repair	PM-C	9/28/2020
307H	2015 Indeco	Waterline Maintenance	10/1/2021	3/2/2021	-213	days	7/9/2021	Heavy Repair	PM-C	3/2/2021
309A	2020 Champion Compressor	Waterline Maintenance	10/1/2021	6/25/2021	-98	days	8/2/2021	Heavy Repair	PM-C	N/A
0336	2014 Peterbilt Dump Truck	Waterline Maintenance	3330	3301	-29	hours	8/6/2021	Heavy Repair	PM-C	8/18/2020
0335	2015 Honda Trash Pump	Waterline Maintenance	10/1/2021	8/21/2021	-41	days	8/13/2021	Light Repair	PM-C	4/21/2021
SANITATION										
0253	2014 Kenworth Rearloader	Yard Waste	10679	10651	-28	hours	9/17/2021	Heavy Repair	PM-C & PM-T	8/17/2021
0252	2020 Peterbilt Sideloader	Residential	2641	2215	-426	hours	7/22/2021	Heavy Repair	PM-SL	3/2/2021
281T	2019 Holt Trailer	Commercial	10/1/2021	1/28/2021	-246	hours	3/19/2021	Heavy Repair	PM-A	1/27/2020
0260	2019 Peterbilt Rearloader	Yard Waste	5354	5231	-123	hours	7/22/2021	Light Repair	PM-C	5/19/2021
0257	2015 Peterbilt Sideloader	Residential	10/1/2021	4/3/2021	-181	days	6/30/2021	Heavy Repair	PM-N	4/3/2019
201F	2020 Bulk Tank	Compost	10/1/2021	6/15/2021	-108	days	6/30/2021	Light Repair	PM-C & PM-M	9/18/2020
0232	2007 Mack	Commercial	24562	24530	-32	hours	8/4/2021	Heavy Repair	PM-C	4/9/2021
0262	2018 Peterbilt Sideloader	Residential	6408	6050	-358	hours	8/4/2021	Heavy Repair	PM-SL	N/A
210F	2020 Bulk Tank	Compost	10/1/2021	8/19/2021	-43	days	8/6/2021	Light Repair	PM-C & PM-M	8/19/2020
201A	2019 Ingersoll	Compost	10/1/2021	9/13/2021	-18	days	9/13/2021	Light Repair	PM-C	9/18/2020
0205	2015 Caterpillar	Waste	6188	5970	-218	hours	8/18/2021	Heavy Repair	PM-C	6/22/2021
PARK MAINTENANCE										
0465	2002 Toro 3300 Truckster	Park Maintenance	1966	1926	-40	days	7/13/2021	Light Shop	PM-C	9/16/2020
0437	2015 Phoenix 1800HD	Park Maintenance	10/1/2021	6/24/2021	-99	days	5/7/2021	Light Repair	PM-B	6/24/2020
0428	2007 Phoenix	Park Maintenance	10/1/2021	6/19/2021	-104	days	7/23/2021	Light Repair	PM-C	6/19/2020
0434	2005 Ford F450	Park Maintenance	62229	62551	322	miles	9/7/2021	Light Repair	PM-C	5/19/2021
PUBLIC WORKS										
668S	2011 Flink HG115782S4000	Streets	10/1/2021	1/13/2021	-261	days	3/13/2021	Heavy Repair	PM-B	1/13/2020
669P	2002 Buyers Snowdog	Streets	10/1/2021	8/2/2021	-60	days	8/5/2021	Heavy Repair	PM-B	2/2/2021
892GR	2014 John Deere Grapple	Stormwater Maintenance	10/1/2021	7/23/2021	-70	days	8/17/2021	Heavy Repair	PM-B	7/23/2020
680B	2012 John Deere Brushhog	Streets	10/1/2021	6/8/2021	-115	days	8/13/2021	Heavy Repair	PM-B	6/8/2020



Department	Scheduled	Missed/Late	% Late
Finance	3	2	66.7%
Planning	1	0	0.0%
Public Works	33	3	9.1%
Police	32	4	12.5%
Fire	4	2	50.0%
Parks & Rec.	23	3	13.0%
PSST	8	0	0.0%
Utilities	49	13	26.5%
Citywide Total	153	27	17.6%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

September FYE 2022

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMIs		Number of PMIs Completed LATE	Number of PMIs Still Past Due	Current % PENDING	Year To Date Non-Compliance Trend
	Scheduled	Completed On Time				
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
FINANCE						
METER SERVICES	3	1		2	67%	67%
PLANNING						
PLANNING	1	1			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	0%
PUBLIC WORKS						
ENGINEERING	2	2			0%	0%
STREETS	13	8	4	3	23%	54%
STORMWATER	3	2	1		0%	25%
TRAFFIC	3	3			0%	12%
STORMWATER QUALITY					0%	18%
FLEET	12	12			0%	9%
TRANSIT					0%	50%
POLICE						
ANIMAL CONTROL	4	4			0%	0%
POLICE ADMINISTRATION					0%	0%
POLICE STAFF SERVICES	3	2		1	33%	38%
POLICE CRIMINAL INVESTIGATIONS	5	4		1	20%	40%
POLICE PATROL	15	13	1	2	13%	16%
POLICE SPECIAL INVESTIGATIONS	5	5			0%	20%
POLICE EMERGENCY COMMUNICATIONS					0%	42%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	2			2	100%	100%
FIRE SUPPRESSION	2	2			0%	0%
FIRE DISASTER PREPAREDNESS					0%	67%
PARKS & RECREATION						
PARK MAINTENANCE	21	17	1	3	14%	19%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	28%
FACILITY MAINTENANCE	2	2			0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	6	6			0%	22%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	2	2			0%	38%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1	1			0%	0%
WATER PLANT	3	3			0%	20%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	6	4	1	1	17%	38%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	2	2			0%	0%
WRF OPERATIONS	1			1	100%	14%
SEWER LINE MAINTENANCE	7	4	2	1	14%	24%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	10	9		1	10%	42%
SANITATION COMMERCIAL	5	3	1	1	20%	30%
SANITATION TRANSFER	7	3	1	3	43%	29%
SANITATION COMPOST	1			1	100%	100%
SANITATION RECYCLE	1	1			0%	71%
SANITATION YARD WASTE	5	1		4	80%	63%
CITYWIDE TOTAL	153	117	12	27	18%	28%

**FLEET MANAGEMENT
INVENTORY
9/31/2021**

FUEL

WESTWOOD GOLF	838.7	gallons	DIESEL	@	2.320	\$	1,945.78
WESTWOOD GOLF	808.8	gallons	UNLEADED	@	2.390	\$	1,933.03
NORTH BASE	4,655.9	gallons	UNLEADED	@	2.300	\$	10,708.49
NORTH BASE	6,249.0	gallons	DIESEL	@	2.300	\$	14,372.70
FIRE STATION #5	238.0	gallons	UNLEADED	@	2.360	\$	561.75
FIRE STATION #5	122.4	gallons	DIESEL	@	2.290	\$	280.30
FIRE STATION #6	131.7	gallons	DIESEL	@	2.330	\$	306.86
FIRE STATION #6	295.2	gallons	UNLEADED	@	2.330	\$	687.82
BULK TANKS	1,200.0	gallons	DIESEL	@	2.300	\$	2,760.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	5,997.9	\$ 13,891.09
DIESEL	8,541.8	\$ 19,665.64

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

PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	83	83	100%	217	217	100%
Provide information requested by citizens within 7 days	83	83	100%	217	217	100%
Complete traffic engineering studies within 45 days.	3	3	100%	6	6	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	49	49	100%	173	173	100%
Worker Hours Per Gallon of Paint Installed.	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
	403	183	0.45	1631	505.25	0.31
Thermoplastic legend, arrows, stop bars & crosswalks installed.	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
	0.63	2	3.20	0.63	2	3.17
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
	13	13	100%	40	40	100%
Response to reports on traffic signal malfunctions within one hour.	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
	20	20	100%	53	53	100%
Response to reports of sign damage:	Percentage					
<i>High Priority</i> Stop or Yield Signs within one hour	4	4	100%	14	14	100%
<i>Lower Priority</i> all other signs within one day	29	29	100%	89	89	100%
<i>Street Name Signs</i> within two weeks	2	2	100%	49	49	100%
Percent of work hours lost due to on the job injuries.	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
	3264	0	0.00	9800	0	0.00

UTILITIES

13

Monthly Report
September 2021

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 0%
- 1357 12th NE Avenue – 0%
- Crest Court – 0%
- Barb Court – 5% - Materials ordered

Barb Court: WA0358: - Staff replace 570 feet of six-inch Ductile Iron with 6" C-900 PVC on Barb Court from Morren Drive to Crestland Drive. Staff expects to start this week on the project.

Water Line Breaks – 13 in September

Sewer Line Data

- Total obstruction service requests - 18
 - Private Plumbing: 17
 - City Infrastructure: 1
 - Sanitary Sewer Overflows: 3, two Private service line, one City collection main

Lift Station D Flows:

- Days - 30
- Average daily flow: 1.33 MGD
- Total Monthly flow: 39.9 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year.

Solar Arrays at WRF and WTP: Project will utilize areas in the vicinity of the Water Reclamation Facility and the Water Treatment Plant to install new solar arrays that will offset electrical use from the grid. This project moves the Utilities Department forward and closer to meeting the *Mayors Climate Protection Agreement* and the *Ready for 100* initiatives. This performance guaranty contract has requirements such that the City will be reimbursed if sufficient energy is not generated.

Design and permitting work is currently ongoing for the project. The Special Use Zoning was recommended for approval by Planning Commission. Floodplain permits were also obtained for both site locations. Council will hear the Special Use Zoning now that the floodplain permits have been received.

WASTEWATER PROJECTS:

Sewer Maintenance Project FYE17 (WW0307): Annual project will replace 28,500 feet of deteriorated sewer lines with high density polyethylene (HDPE) pipe and rehabilitate or replace 161 manholes. Area is bounded by Cavecreek Street and Pinecrest Street to the north, Sequoyah Trail and Woodcrest Creek Drive to the west, Rock Creek Road to the south and 12th Avenue NE to the east. Change Order No. 1 was a no-cost change order approved with the contract award. Change Order No. 2 was approved and added approximately 1,000 feet of 12-inch pipe replacement along Chautauqua Avenue from Symmes Street north to just south of Main Street. Change Order No. 3 was added to the project to address unforeseen storm sewer conflicts along Chautauqua and to also eliminate cleanouts for sewer service lines. The contractor has replaced approximately 23,000 feet of line. All lines have been completed except for approximately 2,000 feet of line that is proposed to be rehabilitated through the use of cast-in-place pipe. A change order to account for this modification is approved and material lead times are affecting the schedule.

Engineer: Staff with assistance from Lemke Surveying

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by W Lindsey St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress.

Engineer: Staff with assistance from local surveyor

12th Avenue NE Manhole Replacements (WW0330): This project will replace the existing 36 manholes on the existing 24-inch sanitary sewer line generally running along 12th Avenue NE from Alameda Street to north of Robinson Street. Due to the high hydrogen sulfide concentrations, rehabilitation was deemed to not be feasible for the project. The existing manholes have deteriorated such that replacement is warranted. Material delivery challenges have delayed the start of the project.

WRF Reuse Pilot Study (WW0317) - Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge in 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, recommend technologies to used. In July 2020, NUA approved Amendment No. 1 to Garver's contract which fully consolidated all pilot study tasks including procurement/rental of equipment, temporary installation and eventual removal of all pilot study equipment into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains was completed. During June 2021, WRF staff was able to commence operating both trains that are considered Phase I as intended and commenced full sampling and testing regimen as per Garver's pilot testing protocol. As of October 2021, the first phase of testing and sampling is ongoing and contractor has largely completed installation of temporary skids that will test additional tertiary treatment strategies which are considered to be Phase II of this study. Phase II of the study should be ready to run with a full testing and sampling regimen during November 2021. Testing and sampling of both phases will then continue through at least Spring 2022 (and possibly into Summer of 2022). Garver's final report is expected to be submitted no later than December 2022.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to \$700,000 to assist in funding project. Grant contract was fully executed during September 2021. In early October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of a future reuse program. This grant includes \$209,824 in funds for 2022 and can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Current centrifuges are approaching the end of their useful lives, and thus require excessive maintenance, repairs, and often extended downtime to keep them operational. NUA approved a Contract with Garver, LLC on December 8, 2020, and design for this project commenced immediately thereafter. Between January and April 2021, separate demonstration tests using PW Tech's "Volute Dewatering Press" and Huber's and MKC's screw presses were completed at the WRF and operation of demonstration equipment was observed by Garver and Norman WRF and Engineering staff. NUA staff also visited plant sites in Arkansas and Kansas, respectively, to observe the Volute Dewatering Press and the MKC screw press in service. A followup demonstration by PW Tech with revised mixing technology at the front end of their press is ongoing because their original demonstration test was unable to consistently produce sludge that is 20% solids, which is critical for the WRF's current disposal process. Garver has completed their Preliminary Engineering Report based on the available data showing that the Volute Dewatering Press could not produce 20% solids sludge, and the report, therefore, recommends hydraulic drive centrifuges as the equipment for this project. Unless ongoing demonstration by PW Tech provides new data, Garver will proceed with design based on hydraulic drive centrifuges with Construction Manager at Risk (CMaR) being strongly considered for the project delivery process because it could greatly expedite equipment procurement and, thus, expedite completion of the project as a whole. Garver is expected to complete preliminary plan sheets and equipment specifications of sufficient detail for a CMaR RFP during November 2021. Selection of a CMaR in December 2021 will allow for procurement of the centrifuges (which will be a long lead item) to commence in January 2022 with anticipated delivery in May/June 2022. Final design would continue under March 2022, and bidding of initial work packages would commence immediately thereafter. Preliminary work should be advanced enough by May 2022 to allow for timely delivery of the centrifuges when they are ready to be shipped, and all work should be complete by mid-Summer 2022.

Engineer: Garver LLC (Michael "Cole" Niblett)

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff expects to bring a contract forward to NUA in August, 2021.

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

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Geotechnical work has been completed and potholing will be completed in September 2020 allowing the design to be finalized. Downstream manhole rehabilitations were also added to the project due to severe corrosion that has deteriorated the manholes impacting their structural integrity. Design is progressing based on field investigations and 90% plans were submitted in November. Staff has reviewed the plans and there are constructability concerns regarding the proposed alignment. Staff have reviewed the alternative alignment on the east side of 12th Avenue NE and this corridor appears to be more constructible due to reduced utility conflicts.

Engineer: PEC, Inc. (Chris Grizer)

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

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution.

To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted for FYE20. This project is not a high priority for service reliability and has been deferred due to funding availability.

Engineer: Olsson, Inc. (Kevin Rood)

WRF New Maintenance Building (WW0318) and WRF Main Control Building Renovation (WW0325): These two projects are being designed under a single design contract and are anticipated to be bid as a single Construction Manager at Risk (CMAR) project so they will be covered as a single project here. Due to recent plant improvements projects, space formerly used for spare part storage has been incorporated into plant operations space, leaving a shortage of viable storage space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities to offset space lost in existing facilities.

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

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 and preliminary design is now ongoing. Preliminary design, which would be the basis for CMaR RFP if that project delivery method were chosen, should be complete by November 2021. If project is confirmed as CMaR, RFPs would then be advertised and a CMAR selected no later than January 2022, and final design (with CMAR assistance as part of the project team) should be completed in May 2022, and bidding of construction packages should commence immediately in June 2022. If traditional design/bid/build is used, project would advertise in May 2022 and be awarded in June 2022. With either option, construction will commence in July 2022 and take approximately one (1) year

Engineer: Greely and Hansen LLC (Ana Stagg)

WATER PROJECTS:

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

10/22/13. ODOT required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14. \$840,780 has been previously reimbursed by ODOT for this project. Staff requested reimbursement for the rest of the construction portion in December 2021 and received payment in the amount of \$215,320 from ODOT in February 2021. Staff received Audit Reports from ODOT in April 2021 for reimbursements in the amount of \$36,300 and \$8,700 for design agreements. A rebuttal letter with invoices were sent to ODOT on April 21, 2021 in order to receive reimbursement. However, after review, ODOT explained that they need the invoices to show how much of each invoice went towards each agreement. None of the invoices were broken up showing this distinction, so staff reached out to Benham (who took over SAIC) on June 9, 2021 so that they could provide us with that information. Staff has followed up with Benham and they are still in the process of getting the information needed.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include about 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received. The last easement is in final negotiations so the project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract was awarded on January 12, 2021. Public Notice letters were sent to home and business owners on February 24, 2021 and the contract started on March 3, 2021. Contractors have finally obtained 2 safe samples for the line on River Oaks and tied in to existing mains on each side. A new 1.5" meter and two 1" meters were installed as well. Street repairs have been made and the area is back open to normal traffic. The line along Interstate Drive and Copperfield continues to have issues passing bact tests, so contractors hired Chloroserv to disinfect the line. Contractors started work on two other sections of waterline off of Interstate Drive this month, one leading into the north end of the Huntington apartments and one that will serve the new Car Mart and Yamato Steakhouse fire lines.

Engineer: Cardinal Engineering.

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will install approximately 6,800 feet of 30-inch PVC C900 along the north side of Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 3,000 feet of 12-inch water line on the south side of Robinson in the same vicinity. The project was bid and the contract was awarded to Garney Companies, Inc. (Garney) in the amount of \$1,978,875.00 on July 14, 2020. As of the end of May 2021, all 12" and 30" water line was installed, tested, and placed into service. On July 22, 2021, a final inspection convened with representatives from Garney, City of Norman and OU Grounds staff in attendance, and a preliminary punchlist was generated. On October 8, 2021, a final punchlist was forwarded to Garney, and Garney will attempt to address within 3 weeks of receipt. Final Change Order is also being negotiated with Garney. Project should be final accepted in November 2021.

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

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing were completed to allow for the design to be finalized. Plans were reviewed on February 23, 2021 and a permit was sent

to BNSF Railroad for the Lexington Street crossing on March 1, 2021. Staff sent a final Addendum on August 23, 2021 and held a bid opening on August 26, 2021. Total bids ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021.

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Project has been bid and awarded construction began in March 2020. Approximately 350 feet of additional 8-inch water line was added to the project to replace water line along University from Tonhawa to Daws that was found to be in poor condition. All pipe has been installed, tested and connected into the system for the original scope and the additional lines added by change order. The project will be accepted by Council on the August 24, 2021. This will be the final report for this project.
Engineer: Guernsey (Larry Roach)

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. Staff is currently reviewing the draft report prior to finalizing the report. The procurement phase of the project will begin if the E Source's contract amendment is approved in October.

Consultant: E Source (Nicole Pennington)

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 32 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL₂) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary

layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A proposal was received for \$16,200 for these services. Two more locations were recently modeled as potential blending locations. Staff is working with SRB for negotiating assistance in purchasing land for this project.

Wellfield - Carollo and staff held a coordination meeting with ACOG the morning of July 18th and also held a kickoff meeting the afternoon of July 18, 2016. ACOG prepared a map showing potential thick sands that will be targeted for future wells. Carollo used this information along with GIS data and composed a more robust map to better define future well locations to pursue. Additionally, it was decided to stay with ½ mile spacing so that maximum yields can be achieved. Carollo received modeling information from APAI which allowed them to proceed with optimizing the best well sites based on proposed groundwater treatment plant sites. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo performed an optimization model and 20 of the 45 well sites stand out as sites to begin with. Carollo and staff prepared an addendum to their contract and it was approved by NUA 2/13/18. The next step is to approach land owners to negotiate test well sites. A Frequently Asked Questions sheet has been drafted and will be utilized with potential well site land owners. Test wells are expected to begin in September 2018. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements for potential well sites. Approximately 8 landowners are interested and staff is moving forward with securing documents for 5 of them. Well Construction bids were opened and read aloud October 18, 2018. Layne Christiansen was low bidder and a contract in the amount of \$4,714,421.72 was approved November 27, 2018 at NUA meeting. Held kick off meeting January 23, 2019 and again met February 27, 2019.

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is complete and all wells are ready for pumping. Contractor is finalizing disinfection on well house lines and needs to complete SCADA and final cleanup. Contractor is awaiting delivery of pump and motor for final well site. Project is expected to be complete by November 2021.

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. Staff anticipates having an agreement established by December 2021.

Water Metering / Billing Audit Project – This project began in March 2018. Staff is working along with a meter consultant to randomly check approximately 130 domestic meters for accuracy. Meters were sent April 10, 2018 to a third party testing facility that will be used to verify accuracy of measurements. The consultant will compile findings within a report

for staff review. Report was received October 2018 and after reviewing results, the ROI was not favorable on the meter inaccuracies alone but staff has contracted with E Source to lead Norman through the best path of obtaining Advanced Metering Infrastructure (AMI). This is the last report for this project and all reporting will be covered under the AMI project.

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The contract was approved by NUA on November 26, 2019, and project kickoff meeting was held January 14th, 2020. On May 6, 2020, a preliminary plan review meeting convened with NUA and Jacobs staff in attendance, and updated preliminary plans were approved in August 2020. In February 2021, 65% plans and specifications were submitted for NUA review, and, during March 2021, several Zoom calls convened to review NUA comments and address questions that arose from the comments. Based on these discussions and further review of existing conditions, Jacobs has proposed a fairly substantial revision to the alignment, which includes an open cut crossing of 12th Ave N.E. and relocating approximately 900 LF of the line into the traffic lanes of Robinson. NUA staff have reviewed this revision deemed it acceptable on the condition that City of Norman Public Works Department approves. Public Works has reviewed, and, with some reasonable comments and added requirements, they had no major objections. Jacobs is, therefore, finalizing alignment and associated 65% drawings. These should be submitted to NUA, reviewed and approved during November 2021. At that point, Jacobs will commence easement acquisition and final design. Easement acquisition is expected to take several months, and it is, therefore, anticipated that project will advertise in the late spring of 2022 and construction will commence near, but no sooner than, July 1, 2022.

Engineer: Jacobs Engineering (Lars Ostervold)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness Engineering, LLC was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. Due to the project's close proximity to campus, the design process included public input from University of Oklahoma (OU), OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019 and complete December 2019, and Phase II was scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020. In March 2020, Phase II was delayed until Spring of 2021. In March 2021, Phase II was delayed again until Spring of 2022. Project is now scheduled to advertise on February 24, 2022 in order for Notice to Proceed to be issued immediately upon the end of OU's spring 2022 semester on May 15, 2022. It is anticipated that construction would continue through summer and be completed before the start of the fall semester in August 2022.

Engineer: Cabiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects, and NUA approved their contract November 12, 2019. Project design was completed during the first half of 2020, and project was advertised for bid on July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was deemed lowest and best bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued on October 12, 2020, and, as of May 30, 2021, all 12" diameter well water line on the project had been installed, tested, and was available for service when/if needed. During the month of June 2021, Hammer has worked on restoration activities throughout the project, and a final inspection was attempted on June 28, 2021. However, heavy rains immediately preceding inspection, resulted in an extensive punchlist, including the discovery of a leak in the newly installed 12" line on 108th N.E., just south of the creek crossing. The leak was repaired and restoration work completed during August 2021. Due to the leak, the 12" line of 108th N.E. has been chlorinated, flushed and bacteriologically tested again, but has not yet passed. Hammer has agreed to a new plan to chlorinate this line and retest for bacteria that should be undertaken no later than mid-October 2021. As

soon as line passes bacteriological tests, project will be deemed complete. Final acceptance is therefore anticipated in November 2021.

Engineer: Cardinal Engineering (Josh Risley)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects, and NUA approved their contract November 26, 2019. Design was completed during the first half of 2020, and project was advertised for bid on July 16 and July 23, 2020. Bids were opened August 6, 2020, and SMC Utility Construction was deemed lowest and best bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020, and Notice to Proceed with construction was issued on September 10, 2020. As of June 18, 2021, all 12" diameter well water lines had been installed, tested and were ready for service when needed by NUA. During June and July, SMC completed restoration work, and, in late July, NUA and NUA's inspector performed an informal punchlist inspection, which generated an extensive punchlist. SMC worked on punchlist during September and early October and a formal final inspection is anticipated in late October 2021. Final acceptance by City Council is anticipated in November 2021.

Engineer: Garver Engineers (Jeff Chavez)

Cascade Water Tower & Lindsey Water Tower – Cascade Water Tower resurfacing is complete and NUA final accepted project on July 13, 2021. In July 2021, NUA requested that Dunham provide a proposed scope and fee for Lindsey Water Tower resurfacing. Dunham submitted their proposed scope and fee in early October 2021 and it is under review. Also in October 2021, NUA requested that Plummer Engineering furnish a proposed scope and fee to analyze our current reuse system that serves portions of O.U.'s campus and facilities and, in particular, to evaluate converting Lindsey Tower to a reuse tank solely serving the reuse system. NUA expects to negotiate and execute a contract with Plummer in November 2021. Assuming Plummer's evaluation affirms the use of Lindsey Tank, a final scope and fee will be negotiated with Dunham to prepare design documents and furnish bidding and construction services for the Lindsey Tower Resurfacing project in December 2021. Design could then be completed and project bid in January 2022, awarded in February 2022, and resurfacing completed as soon as weather breaks in Spring 2022.

Engineer: Dunham Engineering (Joe Seiter)

Water Treatment Plant Filter Effluent Pipe Improvements – During construction of the Phase II improvements at the Water Treatment Plant, staff discovered that the existing filter effluent line at the plant did not include an isolation valve, and, as a result, any future inspections or repair work on the 60+ year old line would require shutting down the entire treatment plant. To address this, a valve and inspection port will be cut into the existing filter effluent line that would allow portions of the plant to remain in service even if filter effluent line must be inspected and/or repaired in the future. NUA approved a Contract with Carollo Engineers on November 24, 2020. Bids were opened on December 18, 2020, and Contract was awarded to W.E.B. Construction (W.E.B.) on January 12, 2021. Notice to Proceed was issued on January 25, 2021 and W.E.B. mobilized to the project site in February 2021. Final inspection convened on July 14, 2021 with representatives from W.E.B., Carollo and NUA in attendance, and all parties agreed work was complete. Water Treatment Filter Effluent Pipe Improvements project is complete and was final accepted by NUA on August 24, 2021.

Engineer: Carollo Engineers (Tom Crowley)

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

a number of them failed to meet proper specifications, so contractors have had to remove and add new concrete this month.

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

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36th Avenue NE and Robinson Street intersection where it will combine with the line coming from well 5. An existing 12-inch waterline will then be converted to a non-potable line as it moves west on Robinson Street before it combines with well 6 and the distribution system at the WTP. In addition, two bores consisting of approximately 260 linear feet of 8-inch and 6-inch waterline under Robinson Street will be required to connect the neighborhoods on the north side of Robinson Street with the existing high pressure line on the south side of Robinson Street. An existing 10-inch waterline and old 24-inch concrete line at the WTP will be abandoned as part of this project. As part of a previous project, Freese and Nichols, Inc. recently designed the project to extend water transmission lines from the WTP to 24th Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021.

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water mater plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of \$95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Utility and Public Works staff met with engineers and utility owners that will need to relocate for the project. It is expected that each utility will need about 120 days for design and 180 days for the relocation. ACOG funding evaluation for this project is set for February 2022.

James Garner Ave Waterline Replacement from Main to Duffy (WA0336): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. Changes are currently being made to the streetscape project and a kick-off meeting will be held once these changes are finalized to better understand the roadway corridor along James Garner.

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabbiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff met with the Engineer this month to discuss revisions to the 65% plans.

Engineer: Garver Engineering (Bret Cabbiness)

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

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its corrosivity, so a new tank is necessary. This project will involve removal of the existing 30-ton carbon dioxide tank at the water treatment plant, complete installation of new tank 30-ton tank of correct make and model specified or approved equal, demonstrating correct operation and dosages both manually and remotely, and training water treatment staff on operation and maintenance. The invitation to bid for this project was published in *The Norman Transcript* on September 9 and September 16, 2021. A mandatory pre-bid meeting was held on September 23, 2021 and five contractors attended. A bid opening was held on September 30, 2021 and 2 contractors submitted bids. Base bids for tank installation and removal ranged from \$75,000-\$250,000. Alternates were provided for two different carbon dioxide tank models; Alternate 1 for Tomco Model 3075CA and Alternate 2 for Chart Energy HSi-CO2 Integrated Bulk System (30-ton Model). Alternate 1 bids ranged from \$218,000-\$217,975 and alternate 2 bids ranged from \$252,000-\$245,570. The low bidder was Wynn Construction Co. for the Base Bid and both alternates. Staff is evaluating the costs associated with both alternates before making a decision.

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. Staff is negotiating the contract with SRB before submitting for City Council approval.

Engineer: SRB (Bryan Mitchell)

SANITATION CAPITAL PROJECTS:

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

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

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

The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. Work continues at both sites. The Household Hazardous Waste building structure is up and finish work is ongoing. The Container Maintenance has the steel structure constructed.

Architect: Studio Architects, LLC (George Winters)

New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because it is not laid out in a way that would allow for renovations to create a more efficient workspace, a new facility must be constructed. On January 12, 2021, Norman Municipal Utilities Authority (NMUA) approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. TMP is currently finalizing Design Development level plans and specs which will be used as the basis for a CMaR RFP. NUA is preparing front end documents for CMaR RFP in parallel with TMP's design work. Both will be ready for internal review in October 2021 with an RFP advertised immediately thereafter. CMAR should be selected and Contract approved during November 2021. Final design activities should continue until early 2022, and bidding of construction packages and construction activities should commence around January 2022. Construction should be complete by December 2022.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

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

Compost Facility Scale House (SA0019):

This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group this month in the amount of \$30,500. Staff met with the Engineer on June 16, 2021 for the kickoff meeting.

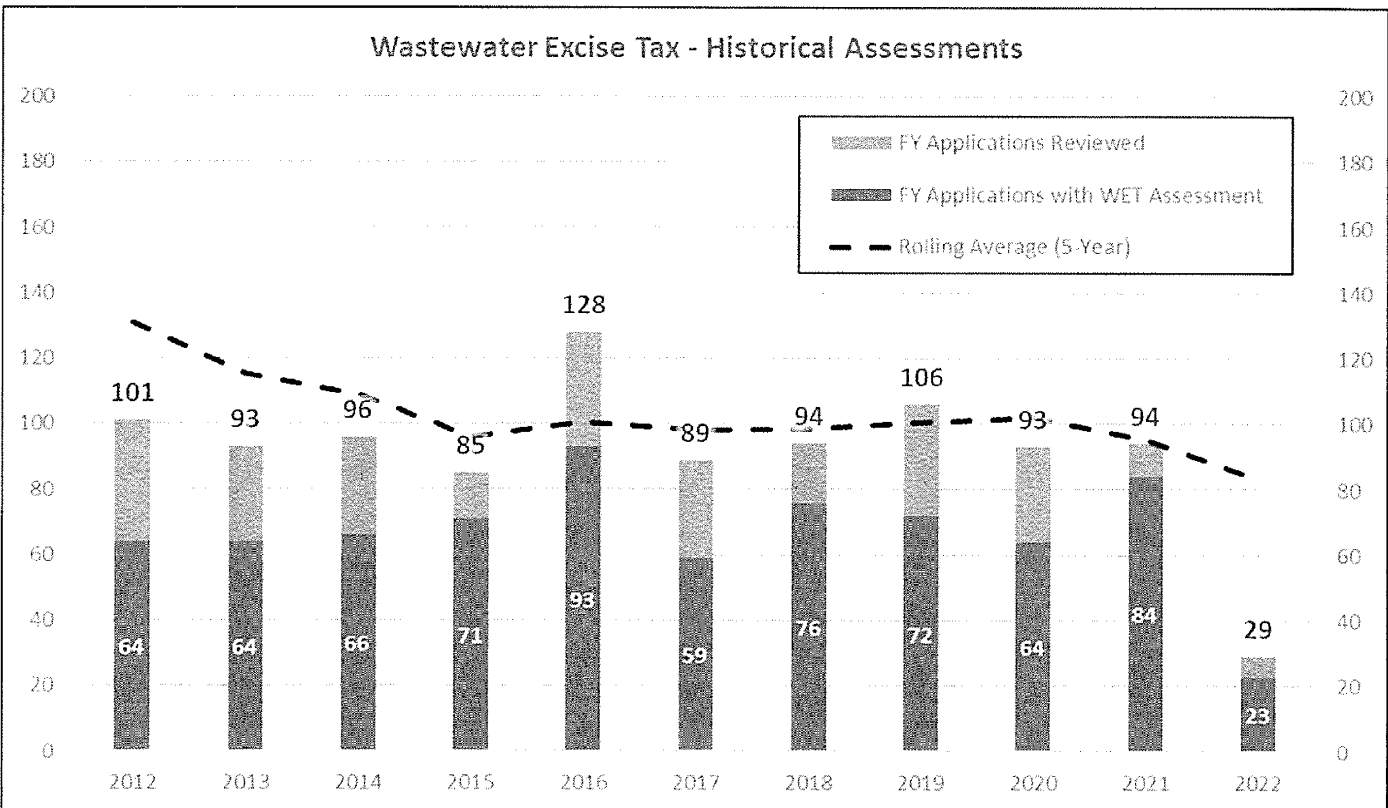
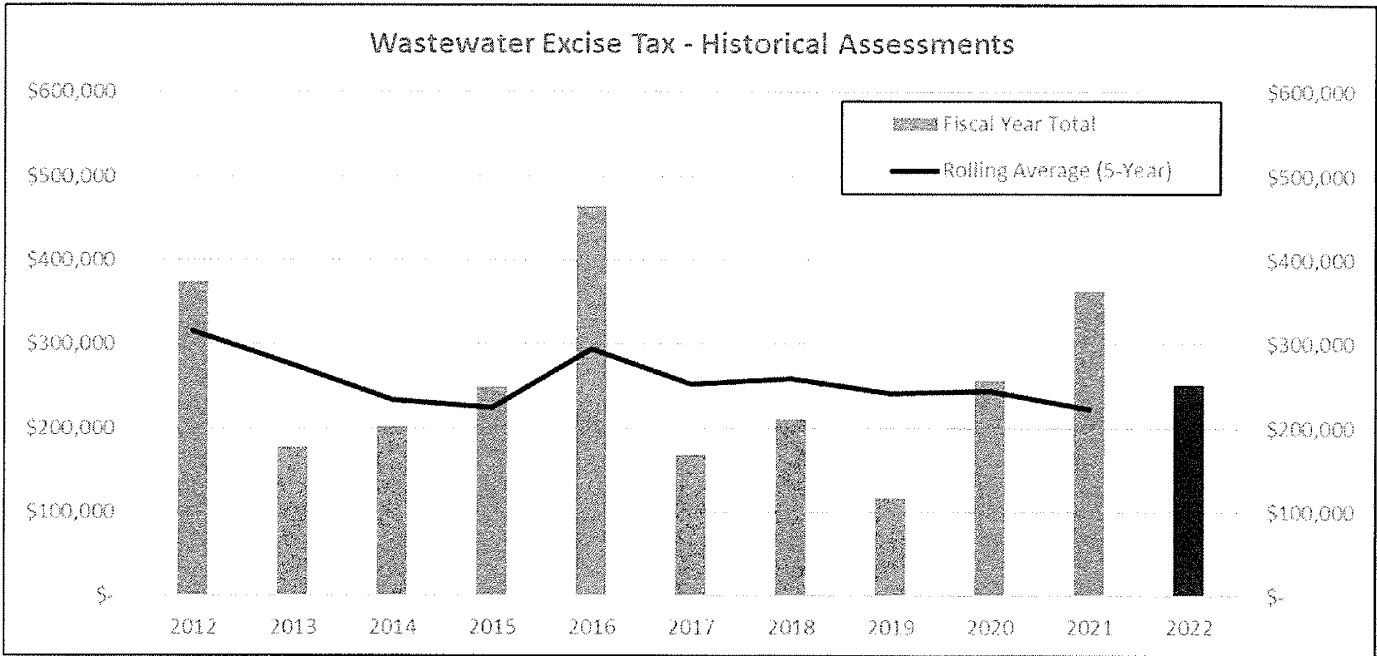
Engineer: TriCore Group, LLC

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

lowest residual disposal cost, and low transport cost. The contract was approved by Council on May 11, 2021. The contract start date is set for June 1, 2021 and will last for one year.

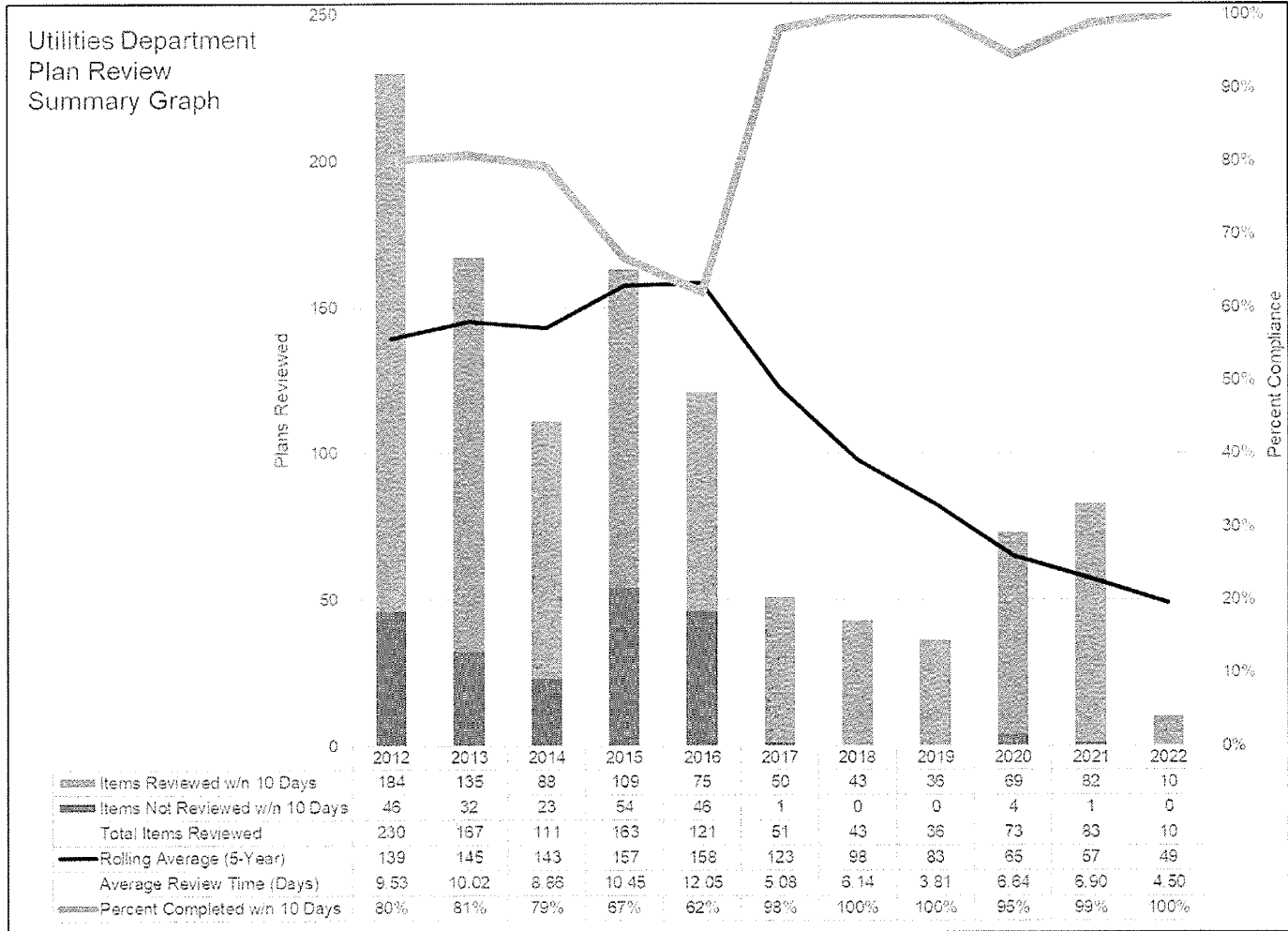
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 14 commercial entities last month. Of the 14 applications, 11 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. Through September, 29 commercial properties were reviewed and a total of \$252,232.06 was assessed to the 23 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Seven plan sets was reviewed during September. Staff have reviewed 10 plans for FYE2022 with an average review time of 4.5 days and with 100 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

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

4. 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

4 Water Well Permits 21-3947, 4038, 4159 and 4292 were issued for the month of September.

**September 2021
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	September	Year to date
Fats, oil and grease (FOG) program	35	361
Food license approval	2	11
Significant Industrial Users	0	21
Total inspections	37	393

ROUTINE ACTIVITIES

	September	Year to date
Significant Industrial User sites sampled	0	19
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	100%
Household hazardous waste disposal calls	22	398
Immediate assistance requested	0	7

REVENUE

	September	Year to date
FOG Program	\$200.00	\$34,950.00
Surcharge	\$9,542.96	\$105,368.33
Lab Analysis Recovery	\$0.00	\$2,996.07
Industrial Discharge Permit	\$500.00	\$4,000.00
Total revenue	\$10,242.96	\$147,314.40

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

- 1 Provided staff liaison support including agenda setting, meeting attendance, minutes preparation, and issue research.
- 2 Subcommittee is working on recycling education
- 3 Facilitating Volunteer of the Year Award process
- 4 Facilitated Landfill presentation scheduled for September 15, 2021 for ECAB.
- 5 Facilitated attendance at OKRA Conference

MISCELLANEOUS ACTIVITIES

- 1 Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
- 2 Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
- 3 As of September 30, 2021 approximately 11,026 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 22 as a result of the FOG program.
- 4 Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
- 5 Scheduled e-waste event for October 23, 2021 and paint event on November 13, 2021
- 6 Working on the HHW facility operations plan, RFP for contractor, and job announcement/class spec; also attend progress meetings
- 7 Implemented educational event with OSU-extension with Boys and Girls Club on September 17.
- 8 Facilitated tour of Tulsa HPCF
- 9 Sampled Southwestern Wire process wastewater in compliance. Closure of sanitary WW lagoons continuing.

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
SEWER MAINTENANCE

September, 2021	FYE 22		FYE 21	
	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	3	2	3
Property Owner Responsibility	18	38	24	73
TOTAL	19	41	26	76
Number of Feet of Sewer Cleaned:				
Cleaned	124,835	354,484	117,006	262,140
Rodded	1,922	73,315	6,135	15,810
Foamed	0	74,476	0	81,695
SL-RAT	0	0	22,119	46,120
TOTAL	126,757	502,275	145,260	405,765
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	1	1	0	1
Private	2	4	0	2
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	3	5	0	3
Feet of Sewer Lines Televised	19,946	71,527	17,896	68,224
Locates Completed	249	778	318	907
Manholes:				
Inspected	941	3,544	1,198	3,467
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	13.00	25.00	0	0
Hours Worked at Lift Station	74.83	241.90	149	366
Hours Worked for Other Departments	0.00	0.50	10.00	13.40
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.52	0.43	0.38	0.33
Claims Paid Per 10,000 People	0	0.0000	0	0.0000

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
WATER MAINTENANCE

September, 2021	FYE 22		FYE 21	
	MONTH	YTD	MONTH	YTD
New Meter Sets:	37	139	46	151
Number Short Sets	37	139	44	149
Number Long Sets	0	0	2	2
Average Meter Set Time	4.05	4.54	5.22	5.06
Number of Work Orders:				
Service Calls	366	1,088	455	1,239
Meter Resets	0	2	0	2
Meter Removals	2	4	3	6
Meter Changes	29	77	58	184
Locates Completed	1,031	3,356	395	1,315
Number of Water Main Breaks	13	56	12	46
Average Time Water Off	1.15	2.58	2.50	2.17
Fire Hydrants:				
New	0	0	0	2
Replaced	0	0	0	0
Maintained	152	307	101	295
Number of Valves Exercised	171	451	162	668
Feet of Main Construction	0	0	483	1,045
Hours of Main Construction	0	162	217	1,008
Meter Changeovers	0	0	0	4
OJI Percentage	0.00	0.00	0.00	0.00
Hours Flushing/Testing New Mains	145.58	274	31	254
Hours Worked Outside of Division	12.58	14	14	28

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
September 1-30 2021
Flow Statistics

	FYE 2022		FYE 2021	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	325.3	1085.8	338.0	1003.4
Total Effluent Flow (M.G.)	299.2	1040.2	336.9	987.1
Influent Peak Flow (MGD)	11.5	25.5	17.3	17.3
Effluent Peak Flow (MGD)	10.7	25.5	17.3	17.3
Daily Avg. Influent Flow (MGD)	10.8	12.8	11.3	10.9
Daily Avg. Effluent Flow (MGD)	9.7	11.9	11.2	10.7
Precipitation (inches)	0.0	4.0	4.1	10.0

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

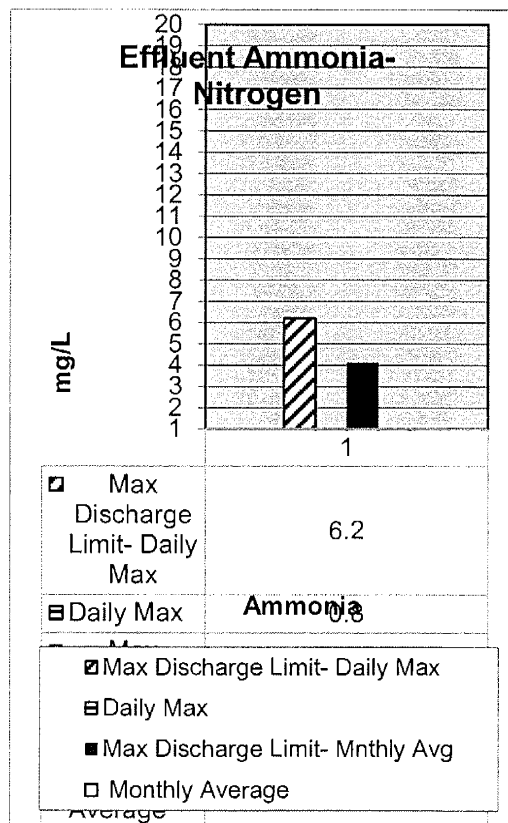
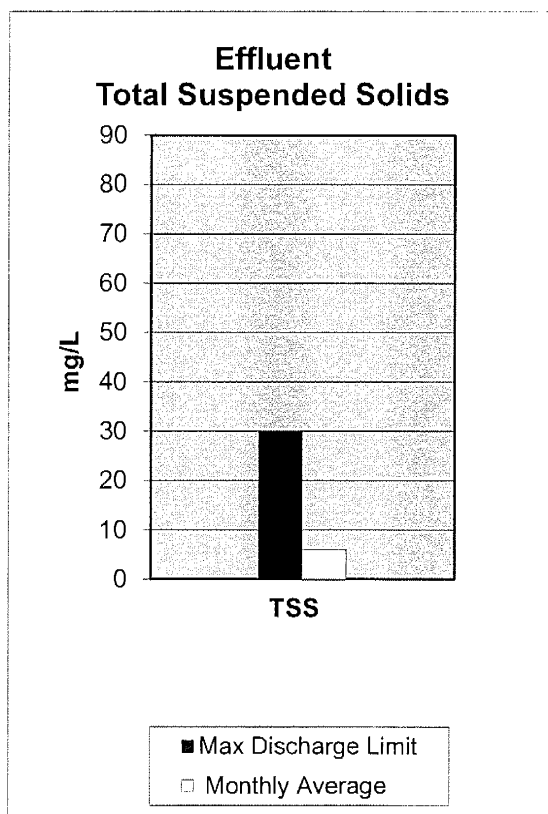
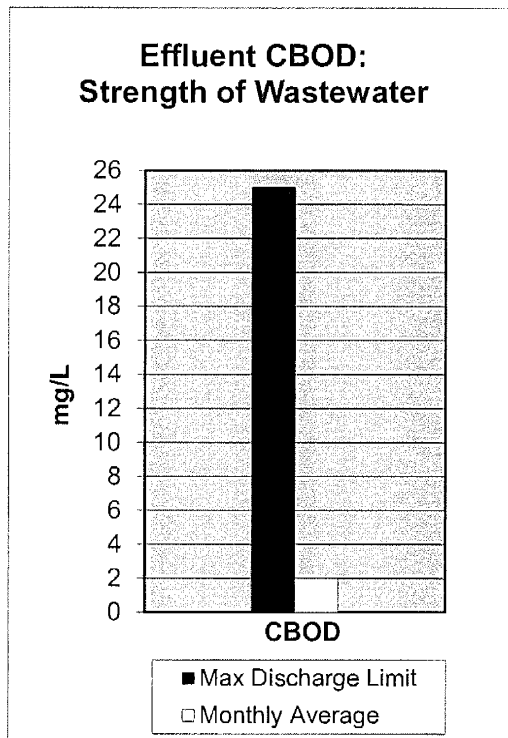
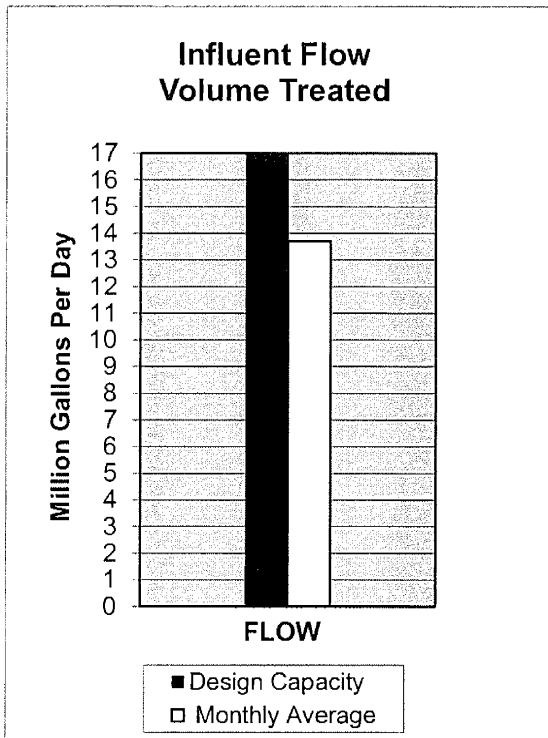
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	149	156
Effluent Carbonaceous Total	2	2
Percent Removal	98.7	97.1
Total Suspended Solids:		
Influent (mg/L)	349	375
Effluent (mg/L)	6	3
Percent Removal	98.3	99.2
Dissolved Oxygen:		
Influent (min)	0.4	0.3
Effluent (min)	6.5	6.9
pH		
Influent (Low)	6.64	6.80
(High)	7.03	7.30
Effluent (Low)	6.95	6.80
(High)	7.25	7.30
Ammonia Nitrogen		
Influent (mg/L)	29.3	28.1
Effluent (mg/L)	0.3	0.2
Percent Removal	99.0	99.4

Utilities

Electrical				
Total kWh Used (Plant wide)	523,580	1,522,040	440,700	1,415,700
Aeration Blowers, WSL&Headworks	201,200	734,380	181,600	559,200
UV Facility	66,700	273,700	66,800	208,600
Natural Gas				
Total cubic feet/day (plant wide)	305,000	968,000	445,000	893,000
Public Education (Tours)	0	0	0	0
Total Attendees for FYE 22	18		0	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	11.3	37.3	5.6	32.7

E.coli Geometric Mean for September 2021 58 **MPN** (Limit is 126)

**CITY OF NORMAN
WATER RECLAMATION FACILITY
September 2021**



Comments here

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

WATER TREATMENT DIVISION

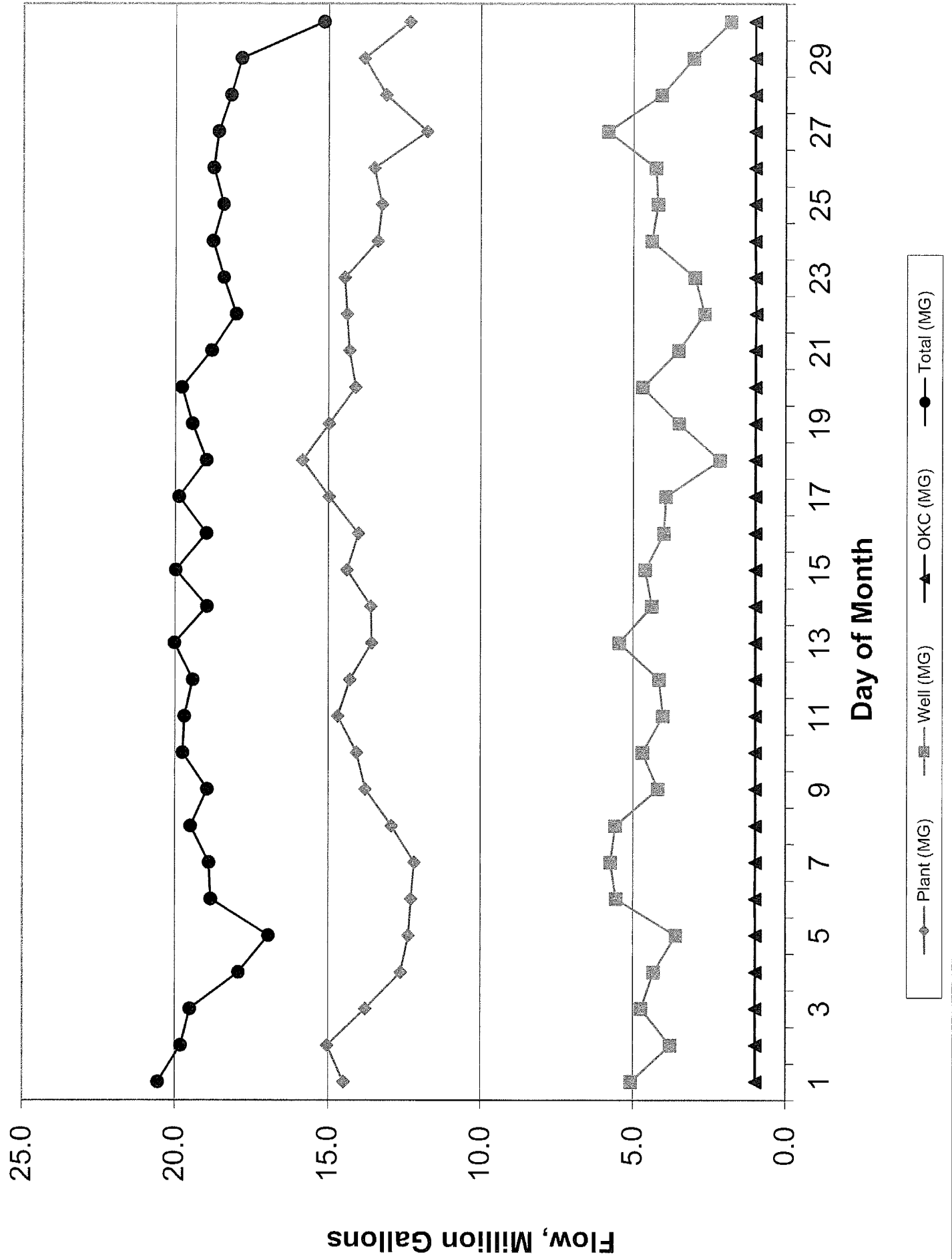
MONTH: September-2021

	<u>FYE 2022</u>		<u>FYE 2021</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	412.24	1215.81	412.71	1284.43
Well Production (MG)	125.04	319.23	25.86	254.13
Oklahoma City Water Used (MG)	29.65	89.78	27.66	95.34
Total Water Produced (MG)	566.92	1624.82	466.23	1633.90
Average Daily Production	18.90	17.66	15.54	17.76
Peak Day Demand				
Million Gallons	20.55	26.00	18.48	26.00
Date	9/1/2021	8/23/2020	9/7/2020	8/23/2020
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	2.65
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$715,681.44	\$2,098,167.55	\$793,038.60	\$2,175,790.06
Wells	\$231,556.12	\$689,612.80	\$207,851.92	\$659,268.67
OKC	\$79,267.00	\$79,267.00	\$72,436.61	\$248,870.99
Total	\$1,026,504.56	\$2,867,047.35	\$1,073,327.13	\$3,083,929.72
Cost per Million Gallons				
Plant	\$1,736.10	\$1,725.74	\$1,921.55	\$1,693.98
Wells	\$1,851.89	\$2,160.22	\$8,036.96	\$2,594.23
OKC	\$2,673.78	\$882.90	\$2,619.01	\$2,610.30
Total	\$1,810.67	\$1,764.53	\$2,302.15	\$1,887.47
*Okc water bill, and OGE electric bill were estimated. Actual bill not available at time of report.				
Water Quality				
Total Number of Bacterial Samples	88	308	93	263
Bacterial Samples out of Compliance	2	4	1	1
Total number of inquiries (Note 2)	6	18	1	12
Total number of complaints (Note 2)	5	16	2	17
Number of complaints per 1000 service connections	0.12	0.40	0.05	0.42
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	3	0	0
Public Education				
Number of tours conducted	1	8	0	0
Number of people on tours	18	89	0	0

Notes:

Staff replaced lime inlet valves on lime silo. Powder activated carbon system has been taken off line and scheduled for return this month to owner. Contractor on site working on punchlist for phase II warranty work. Pump and motor arrived for install on water well #38, should be installed this month.

Water Production for September 2021



MONTHLY TRANSFER STATION REPORT
September 2021

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	448.89	\$22,651.12
STANDARD TONS	1,936.60	\$113,757.17
CASH TONS:	332.13	\$14,277.20
TOTALS:	2,717.62	\$150,685.49

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	497.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9488.97
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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
---	------

TOTAL LOADS BROUGHT TO LANDFILLS:	497.00
GRAND TOTAL TONS TO LANDFILLS	9,488.97

DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$198,129.69
GRAND TOTAL TIPPING FEE'S	\$198,129.69

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	696.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3801.18
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	411.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2730.66
--	---------

TOTAL LOADS BROUGHT TO TRANSFER STATION:	1107.00
--	---------

TOTAL TONS BROUGHT TO TRANSFER STATION:	6531.24
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	171.33
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TOTAL TONS RECEIVED AT TRANSFER STATION	18909.16
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Drop Center Report SEPTEMBER 2021

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,140.00	\$0.00	0%	\$20.88	\$2,544.75
PLASTICS:	\$15.00	\$0.00			\$53,134.38
STEEL CANS:	\$0.00	\$0.00			
MIXED OFFICE PAPER:	\$85.00	\$0.00			
CARDBOARD:	\$175.00	\$0.00			

RECYCLING CENTER DATA:

	TONS	Westwood		Hollywood		Transfer		Total Tons	PRO/FEE	Revenues	Net
		TONS	Tons	TONS	Tons	TONS	Tons				
ALUMINUM:	0.33	0.17	0.36	0	0.86	\$0.00	\$980.40	\$980.40		\$980.40	
PLASTICS:	2.8	1.29	4.32	0	8.41	\$0.00	\$126.15	\$126.15		\$126.15	
STEEL CANS:	0.25	0.1	0.39	0	0.74	\$0.00	\$0.00	\$0.00		\$0.00	
MIXED OFFICE PAPER:	8.57	0	7.38	0	15.95	\$0.00	\$1,355.75	\$1,355.75		\$1,355.75	
CARDBOARD:	11.16	8.21	21.28	0.28	40.93	\$0.00	\$7,162.75	\$7,162.75		\$7,162.75	
RECYCLING CENTER TOTALS:	23.11	9.77	33.73	0.28	66.89	\$0.00	\$9,625.05	\$9,625.05		\$9,625.05	

Other Cardboard Containers	Compactors	Wood	Glass	Metal
Revenues	TONS	Revenues	TONS	Revenues
52.59	\$9,203.25	14.16	\$2,478.00	6.72
			\$0.00	23.05
				\$0.00

Revenues	Cost	Profit
\$0.00	\$657.00	\$180.00
		\$477.00

Expenses

Average hrly+ benefits	Cardboard	Occ Compact	MXD Office	Total
Cage Rolloff	40	187.25	8	249.25
Labor \$	\$1,071.20	\$5,014.56	\$214.24	\$6,674.92
Vehicle cost	\$510.00	\$986.71	\$102.00	\$1,776.99
				\$26.78

Revenue	Income	Expense	Net
\$33,609.13	\$8,451.91	\$25,157.23	Customer Revenue
			\$11,825.83

Total All Recycle and Cardboard	Total Recycle Only	Total Cardboard
Tons	Tons	Tons
169.98	62.3	107.68
		Revenues
		\$18,844.00

Revenues	Revenues
\$21,783.30	\$11,825.83

CURBSIDE MONTHLY RECYCLING REPORT**SEPTEMBER****PROGRAM STATISTICS**

	AVERAGE MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	11.15
POUNDS PER HOME:	19.86

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	6.56
#1 PET	4.08%	13.65
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	33.69
MIX PAPER	29.67%	99.25
PLASTIC FILM	0.60%	2.01
#2 NATURAL	1.11%	3.71
#2 COLOR	1.66%	5.55
#3-#7	0.00%	0
METAL	0.30%	1
RIGIDS	0.26%	0.87
TIN-STEEL SCRAP	2.14%	7.16
TRASH	27.91%	93.36
OCC	20.24%	67.71
TOTAL	100.00%	334.52

	MONTH
SERVICE CALLS (MISSES)	40
HOUSESIDE	11
REMINDER	4
SCATTERED	0
MISC.	0
REPAIR	21
NEW	36
ADD	3
MISSING	6
EXCHANGE	0
REPLACE	8
PICK UP	12
TOTAL CALLS	141.00

	MONTH
LANDFILL COST AVOIDANCE	\$6,606.77

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2021

	FYE 21		FYE 22	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	3	3	1	2
<u>On The Job Injuries</u>	2	3	0	0
<u>Bulk Pickups</u>	28	92	39	110
<u>Refuse Complaints</u>	104	294	72	260
<u>New Polycarts Requests</u>	51	184	54	176
<u>Polycarts Exchanges</u>	9	28	10	44
<u>Additional Polycart Requests</u>	68	218	101	308
<u>Replaced Stolen Polycarts</u>	35	91	9	68
<u>Replaced Damaged Polycarts</u>	118	371	105	354
<u>Polycarts Repaired</u>	56	138	41	171

1

COMPOST MONTHLY REPORT

SEPTEMBER

	MONTH	
TONS BROUGHT IN BY COMPOST CREWS:	254.44	
LANDFILL TIPPING FEE'S	\$ 20.88	
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 5,312.71	
TONS BROUGHT IN BY PUBLIC:	1,200.00	
TONS BROUGHT IN BY CONTRACTORS :	2,400.51	
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	190.42	
LANDFILL TIPPING FEE'S	\$ 20.88	
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 79,154.62	
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 84,467.33	
REVENUE COLLECTED FROM COMPOST SALES:	\$1,360.00	
REVENUE COLLECTED FROM MULCH SALES:	\$0.00	
TOTAL TONS COLLECTED	4,045.37	
	MULCH CUBIC YDS	COMPOST CUBIC YDS
	MONTH	MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN	60	
DRYING BEDS	1,200	
COMPOST SOLD BY CUBIC YARDS		408
MULCH SOLD BY CUBIC YARDS	4,800	
TOTAL:	6,060	408

