



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 02/13/2024

REQUESTER: Scott Aynes, Line Maintenance Manager

PRESENTER: Scott Aynes, Line Maintenance Manager

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2324-115: A RESOLUTION OF THE NORMAN UTILITIES AUTHORITY APPROPRIATING \$70,000 FROM THE WATER FUND ACCOUNT TO THE LINE MAINTENANCE WATER DIVISION ACCOUNT FOR WATER LINE REPAIRS, RESTORATIONS AND CONTRACT DATA SERVICES.

BACKGROUND:

The Line Maintenance Water Division has over 42,000 water meters to maintain and over 600 miles of water distribution lines to keep operational. Each year, funds are allocated in the amount of \$2,520 for wireless data communication to provide data service for the water meter handheld devices that record the monthly meter reading data, as well as \$52,500 for concrete to use for the installation and repair of water meters, repairing of water line breaks, and ground restoration after repairs are made.

DISCUSSION:

Since the meter reading services were recently transferred from Customer Service to Line Maintenance, additional funding was not added to the Line Maintenance budget to cover additional expenses needed for these services. This resulted in the contract data account being underfunded and unable to cover the annual expenses for contract data services that transfer the meter read data to the billing system. Staff is estimating a shortfall of \$40,000 to cover the expenses for the remainder of fiscal year 2023-2024 (FYE24).

Additionally, concrete is used for repairs and restorations of roads and driveways after a water line is repaired. Staff is estimating a shortfall of \$30,000 to cover the remaining expenses for FYE24.

In order to pay for the expenses in installation and repairs, staff proposes to appropriate \$70,000 from the Water Fund balance (account 31-29000) to Line Maintenance Division accounts, with \$40,000 allocated to Wireless Data Communication – Repairs (account 31955251-44304) and \$30,000 allocated to Maintenance & Repair Contract, Concrete (account 31955251-44237).

RECOMMENDATION:

Staff recommends the Norman Utilities Authority adopting Resolution R-2324-115 to appropriate \$70,000 from the Water Fund balance; \$40,000 to Wireless Data Communication – Repairs and \$30,000 to Maintenance & Repair Contract, Concrete.