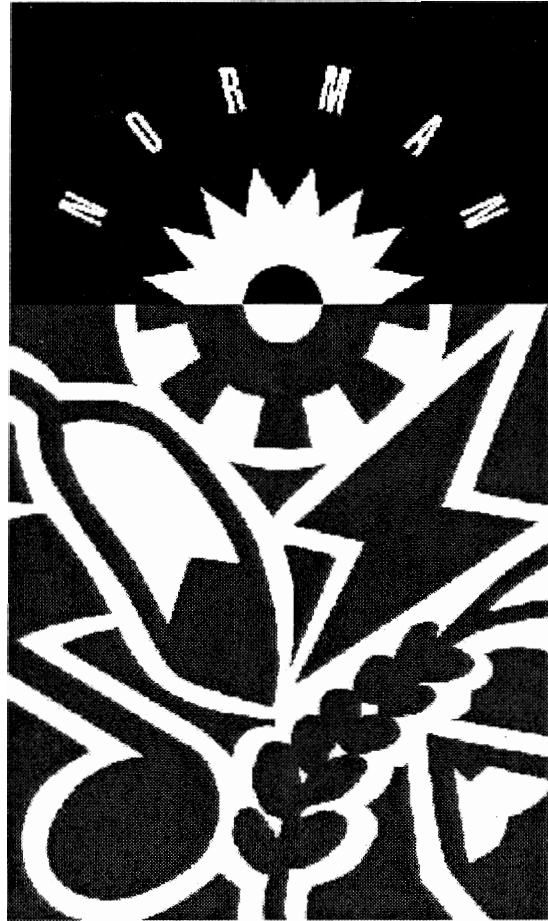


City of Norman



Monthly Departmental Report

MAY 2024

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT MAY 2024

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	17	153	2	18
Bus Service	1	1	0	0
CDBG	1	2	0	2
City Clerk	58	622	0	17
City Manager/Mayor	1	27	1	12
City Wide Garage Sale	0	0	0	0
Code Enforcement	70	495	7	23
Finance	3	34	0	0
Fire/Civil Defense	1	17	1	5
Human Resources	17	110	0	6
I.T.	3	32	0	0
Legal	4	49	0	5
Line Maintenance	18	274	2	10
Municipal Court	5	44	0	3
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	1	30	1	4
Parks & Recreation	46	281	0	11
Permits/Inspections	66	549	0	6
Planning	20	171	1	6
Police/Parking	74	936	3	24
Public Works	10	149	0	8
Recycling	1	2	0	1
Sanitation	53	546	0	20
Sidewalks	0	0	0	1
Storm Debris	0	0	0	17
Storm Water	4	90	1	18
Streets	37	311	2	26
Streets Lights	0	81	0	24
Traffic	9	194	2	11
Utilities	46	555	1	11
WC Questions	0	0	0	0
WC Violations	0	0	0	0
May Total:	566	4294	24	228

LICENSES

Fourteen New licenses and Zero Renewals were issued during the month of May. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	6	Retail Beer	8	76
Brewer	1	6	Retail Spirits Store	0	7
Coin-Operated Devices	2	642	Retail Wine	2	42
Distiller	0	0	Salvage Yard	0	1
Food	60	487	Sidewalk Dining	0	12
Game Machines	0	83	Solicitor/Peddler (30 day)	3	13
Impoundment Yard	0	2	Solicitor/Peddler (60 day)	1	5
Kennel	3	21	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	5	31	Special Event	0	7
Medical Marijuana Grower	1	15	Strong Beer & Wine/Winemaker	1	24
Medical Marijuana Processor	0	14	Taxi/Motorbus/Limousine	3	7
Medical Marijuana Testing Laboratory	1	1			
Mixed Beverage	2	61	Temp Food (one day)	0	11
Mixed Beverage/Caterer	2	54	Temp Food (30 day)	2	13
Pawnbroker	0	4	Temp Food (180 day)	1	24
Pedicab	0	0	Transient Amusement	0	0
YTD License Total:	77	1352		21	242

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Popeyes Chicken	3263 Classen Blvd	Food
The Custard Factory	301 E Main	Food
University Mart	1226 Classen Blvd	Food
Tez Wingz-Norman	1103 E. Constitution St	Food

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction LLC	Aimvo	
	Sooner Bloomers (5/31 to 6/30)	
	Sooner Bloomers (6/1 to 6/30)	

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Burritos El Tin-Tin	Snow Shak 2 Go	
	Willie Mae's Soul Food & More	

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
1/27/2023	Stephanie Winters	Claimant alleges, on January 30, 2022, she was falsely arrested and subjected to neglect and excessive intentional force resulting in severe bodily injury, pain and suffering and future medical bills and permanent injury as a result of the action of the Norman Police Department.	\$ 175,000.00
5/7/2024	Marion Winters	Claimant alleges, on April 17, 2024, he came out to find a City of Norman truck had run over his mailbox. The tailgate of the truck having knocked it down.	\$ 1,600.00
05/10/2024	Shawn Donald	Claimant alleges, in 2020 to current date, that the City of Norman, hired a 3 rd party company to replace the city line and in the process damaged his personal property, consisting of his sewer service line, gas service line, a tree, leading to a recent sewer line repair.	\$ 6,025.00
05/29/24	James Litchfield	Claimant alleges, on May 27, 2024, his car was parked in the parking lot at McDonalds and a Sanitation truck hit it causing damage to the bumper.	\$ 5,666.41

STUDY SESSION

On May 7, 2024, City Council met in a Study Session to discuss FYE 2025 Capital Improvements Program Budget and FYE 2022-2028 Capital Improvements Plan.

On May 21, 2024, City Council met in a Study Session to discuss the proposed FYE 2025 City of Norman Budget – Enterprise Funds, possible amendments to the contract with Food and Shelter, Inc., for Emergency Shelter Services and establishing an Internal Audit Charter and Policies.

CONFERENCE MEETING

On May 14, 2024, the City Council met in a Conference Meeting to discuss the continuation of the Home Energy Rating Systems Energy Rating Index Pilot Program.

On May 28, 2024, City Council met in a Conference Meeting to discuss City of Norman Boards, Commissions and Committees and establishing an Internal Audit Charter and Policies.

FINANCE COMMITTEE

On May 16, 2024, the Finance Committee met and discussed the FYE 2024-2025 City of Norman Budget, fee increases, monthly revenue and expenditure reports and internal audit program status.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On May 2, 2024, the Business and Community Affairs Committee met and discussed the results of the survey regarding a potential weather museum; a potential Canadian River Equestrian facility; including bike racks at some of the Norman Forward facilities; potential changes to the zoning uses allowed as home occupations; and conducted a review of undersized lots permitted development consistent with R-1, Single Family Dwelling District uses.

COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On May 23, 2024, the Community Planning and Transportation Committee met and was presented with the Public Transit Report, an update on the Regional Transit Authority Light Rail Initiative and had a discussion on the installation of Festival Street Bollards on Campus Corner.

OVERSIGHT COMMITTEE

On May 9, 2024, the Oversight Committee met and was given an Emergency Shelter update and discussed possible amendments to the Cell Tower Ordinance.

CITY MANAGER 2

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

CITY OF NORMAN

Department of Finance
Monthly Report – May 2024

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

Treasury Division:

In the month of May, the Treasury Division processed 41,470 payments in person and over the phone, a decrease of -2% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 14,316 payments in May, a decrease of -3.6% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of May by -0.8%. Revenues from the City's largest single source of revenue, sales tax, are above target by 0.1% for the year to date and -0.4% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 24 Budget To Date	FYE 24 Actual To Date	FYE 23 Actual To Date	FYE 22 Actual To Date
Sales Tax Revenue	\$50,581,350	\$50,665,728	\$50,912,152	\$50,065,161
General Fund Revenue	\$96,551,341	\$95,722,544	\$93,329,605	\$86,973,423
General Fund Expenses	\$105,117,642	\$100,192,571	\$87,572,247	\$81,996,107

Administration Division

	FYE 24		FYE 23	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	3,840.00	320.00	3,248.00
Total Comp Time Available	2.25	16.25	1.50	41.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	1.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 322.25	 3,857.25	 321.50	 3,289.00
Benefit Hours Taken	33.50	557.50	16.00	385.00
 TOTAL ACCOUNTABLE STAFF HOURS	 288.75	 3,299.75	 305.50	 2,904.00
 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 24		FYE 23	
	May	YTD	May	YTD
Total Regular Hours Available	1,120.00	13,440.00	1,120.00	13,440.00
Total Comp Time Available	0.25	20.00	2.50	25.00
Total Overtime Hours	8.00	40.00	3.00	89.25
Total Bonus Hours	0.00	4.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,128.25	 13,504.00	 1,125.50	 13,554.25
Benefit Hours Taken	101.25	2,196.00	151.00	2,997.50
 TOTAL ACCOUNTABLE STAFF HOURS	 1,027.00	 11,308.00	 974.50	 10,556.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 24 April	FYE 24 May	Plus/Minus
Total Revenue Received (\$)	\$4,895,356	\$4,970,787	\$75,431
Utility Payments - Office (#)	42,167	41,470	(697)
Utility Payments - Office (\$)	\$4,638,739	\$4,657,773	\$19,034
Paymentus (#)	14,848	14,316	(532)
Paymentus (\$)	\$1,498,112	\$1,445,260	(\$52,852)
Lockbox (#)	8,446	8,299	(147)
Lockbox (\$)	\$1,117,251	\$1,245,925	\$128,674
E-Lockbox (#)	3,628	3,661	33
E-Lockbox (\$)	293,156	351,150	\$57,994
Bank Draft Payments (#)	12153	12238	85
Bank Draft Payments (\$)	\$1,148,919	\$1,200,543	\$51,624
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	109	119	10
Processed Return Checks (\$)	(\$14,935)	(\$12,701)	\$2,234
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	31,788	209,343	\$177,555
Municipal Court - Fines/Bonds (\$)	246,995	242,075	(\$4,920)
Municipal Court - Credit Card (#)	602	678	76
Municipal Court - Credit Card (\$)	126,078	114,093	(11,985)
Building Permits Cash Report (\$)	0	0	\$0
Building Permits Credit Card (#)	0	0	0
Building Permits Credit Card (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC (\$)	\$0	\$0	\$0
Business License - City Clerk (\$)	0	0	\$0
Accounts Receivable Billed (\$)	\$342,382	\$59,804	(\$282,578)

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

This affects the Total Revenue Received as well.

Budget Services Division

	FYE 24		FYE 23	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	3,520.00	320.00	3,840.00
Total Comp Time Available	0.25	1.50	0.75	2.25
Total Overtime Hours	0.00	0.25	0.25	3.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.25	3,521.75	321.00	3,845.75
Benefit Hours Taken	66.50	647.25	5.75	546.25
TOTAL ACCOUNTABLE STAFF HOURS	253.75	2,874.50	315.25	3,299.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 24		FYE 23	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	9,453.00	640.00	9,377.75
Total Comp Time Available	5.75	104.25	0.00	33.75
Total Overtime Hours	41.75	381.00	40.25	476.25
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	847.50	9,938.25	680.25	9,887.75
Benefit Hours Taken	91.25	1,881.50	94.50	2,129.50
TOTAL ACCOUNTABLE STAFF HOURS	756.25	8,056.75	585.75	7,758.25
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 24		FYE 23	
	May	YTD	May	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	12,100.00	1,120.00	13,440.00
Total Comp Time Available	0.25	215.00	10.50	153.70
Total Overtime Hours	35.75	524.25	41.75	643.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,156.00	12,839.25	1,172.25	14,237.45
Benefit Hours Taken	81.25	2,033.25	226.50	2,450.50
TOTAL ACCOUNTABLE STAFF HOURS	1,074.75	10,806.00	945.75	11,786.95
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments - FYE 2024

	24-Apr	24-May
Mail Payments - Lockbox	8,446	8,299
Mail Payments - E-Lockbox	3,628	3,661
Mail Payments - Office	315	102
Total Mail Payments - Subtotal	12,389	12,062
Night Deposits	191	125
Paymentus Payments	14,848	14,316
Without assistance paymnts - Subtotal	15,039	14,441
Office Payments	2,215	1,950
With assistance payments - Subtotal	2,215	1,950
Total Payments Processed - Subtotal	29,643	28,453
Bank Draft (ACH) Payments	12153	12238
Total Payments (Utility)	41,796	40,691
Total Payments	59,286	56,906

Traffic Counter at Drive-up Facility

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

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

Utility Division Activity Report - FYE 2006

	FYE 24		FYE 23	
	May	YTD	May	YTD
STATUS REPORT				
Regular Utility Accounts Billed	46,682	492,546	44,681	489,284
New Deposit Ons Billed	948	7,631	866	7,994
Final Accounts Billed	889	7,376	811	7,363
TOTAL METERS READ	48,519	507,553	46,358	504,641

FIRE DEPARTMENT

4



NFD Monthly Progress Report May 2024

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	19	1.13%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1035	61.64%
4 - Hazardous Conditions (No Fire)	26	1.55%
5 - Service Call	153	9.11%
6 - Good Intent Call	330	19.65%
7 - False Alarm & False Call	76	4.53%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.12%
Incomplete Reports	38	2.26%
Total Incident Count (Unique Calls)	1679	100.00%
Number of Total Unit Responses	2070	

Total Fire Loss \$56,522.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	390	308	0:05:08
Station #2	207	326	0:05:26
Station #3	246	375	0:06:15
Station #4	166	315	0:05:15
Station #5	63	599	0:09:59
Station #6	60	469	0:07:49
Station #7	193	336	0:05:36
Station #8	120	333	0:05:33
Station #9	231	391	0:06:31

Community Outreach

Tours and Special Events	13	Norman in the Know, Wheels that Work, Public Works Week, Tours, Ride Alongs
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Burn Permits

Burn Permits Issued	274	Conditions were favorable for burning 16 days in April
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Training

Total Personnel Training Hours	1731	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support
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NFD Monthly Progress Report May 2024

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD3*	10	2	3	0	0	0	0	4	1	1
Chief 301	20	2	5	1	3	0	1	7	1	0
Chief 302	13	3	2	0	1	0	0	6	1	0
Chief 304	29	4	8	0	2	0	0	8	5	2
Chief 401	8	1	1	1	0	0	1	3	0	1
Chief 402	6	0	0	0	0	1	0	4	1	0
Chief 404	16	1	3	2	0	2	1	4	0	3
Engine 1	371	350	2	4	0	0	0	10	0	5
Brush 1	4	2	0	1	0	0	0	1	0	0
Ladder 1	54	43	3	0	0	0	0	5	1	2
Engine 2	218	4	203	1	2	0	0	8	0	0
Brush 2	4	0	2	0	2	0	0	0	0	0
Ladder 2	12	2	5	0	0	0	0	4	0	1
Engine 3	260	4	1	247	0	0	0	7	0	1
Brush 3	2	0	0	2	0	0	0	0	0	0
Engine 4	179	1	6	1	166	0	0	3	2	0
Brush 4	4	0	1	0	2	0	0	0	1	0
Engine 5	22	0	0	0	0	18	3	0	0	1
Brush 5	69	0	0	0	0	64	4	0	0	1
Engine 6	24	0	0	0	0	2	18	3	0	1
Brush 6	70	0	0	0	0	5	60	3	0	2
Rescue Boat 6	1	0	0	0	0	1	0	0	0	0
Rescue 7	1	0	1	0	0	0	0	0	0	0
Squad 7	232	13	11	2	5	0	0	190	10	1
Brush 7	1	0	0	0	0	0	0	0	1	0
Engine 8	130	0	0	0	3	0	0	8	119	0
Brush 8	3	0	0	0	0	0	0	0	3	0
Tanker 8	1	0	0	0	0	0	0	1	0	0
Engine 9	253	12	0	7	0	0	1	5	0	228
Brush 9	4	2	0	0	0	0	0	0	0	2
Tanker 9	1	1	0	0	0	0	0	0	0	0
HAZMAT	1	0	1	0	0	0	0	0	0	0
EM1*	9	2	3	0	0	0	0	3	0	1
EMS1*	10	2	3	0	0	0	0	4	0	1
Fire Marshal 2	4	0	1	0	0	0	1	0	2	0
Fire Marshal 3	7	2	1	1	0	0	0	2	0	1
Fire Marshal 4	7	1	0	0	2	0	1	2	0	1
Fire Marshal 5	6	0	0	2	0	0	0	3	1	0
	2067	454	266	272	188	93	91	299	148	256

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

May 2024 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	66 hours	Berchtold finished CLEET Academy, Evidence based guidelines, Incident Command System, Info. Gathering, Legal Aspects, etc
Inspection/Re-Inspection Activities	142 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools
Smoke Detectors	10	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	8	0 Joint, 5 Closed, 0 Complete, 3 Pending
Investigative Activities	43 hours	Fire Scene Investigation, reports, OSBI, Court Appearances, interviews/Interrogation, Obtain Warrant, File Charges
Department Meetings	32 (32 hours)	Shift Change Meetings, Staff Meeting
Station & Equipment Maintenance	64 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	14	Public education, city events, Edmond Fire Assessment Center

Planning Officer Activities

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

May 31, 2024

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

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

Other Emergency Management Activities	
Planning Meeting for Upcoming Events each first Friday of the month	2024 is a busy year for supporting events. EM Division will conduct a planning meeting with CCHD and NERVT to plan support for a 30/60/90/ day schedule
Monthly Coordination Meeting with the CCHD	The first Friday of each month, the Health Dept Planners and the EM planners meet to discuss upcoming events for the month
Local Response	
Red Cross Coordination for burnouts. April resulted in 0 call out for assistance.	With the reorganization in the Red Cross and the turmoil of having an in-home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
May 7, 2024, The Wellness Center hosted a Norman Community Needs Workshop conduct by a research group from OU	The focus of the discussion was to identify community needs during a disaster event and how cooperation between agencies is conducted to respond and recover from disasters
May 9 th a site visit was conducted at the Northeastern State University in Broken Arrow for the 2024 Preparedness Day Camp.	Planning is underway for the second preparedness camp for NSU-BA. Norman EM Coordinator is a lead coordinator for the State in conducting preparedness camps.
May 10 th , a coordination meeting was conducted with SW Wire for the purpose of integrating a outdoor warning siren they purchased into the City system.	As a private entity, SW Wire purchased an internal warning system for facility fires and Acid spills. This siren is also compatible with our outdoor warning system and will be integrated as Unit #69.
May 14 th , Norman Response Volunteer, Ri-Teref TA was identified as a finalist for Volunteer of the year	The National Association of City and County Health

with the Norman-Cleveland County Medical Reserve CORPS	Officials notified Norman EM, of the selection, Ri, along with the Health Dept LERP and Norman EMC, was given the opportunity to zoom meet with the committee and to champion the Ri's selection as Volunteer of the year. The field of possible selections across the country is over 300,000. There were three selection for finalists.
May17-19, EM supported the Civil Air Patrol with equipment and a trailer for command and communications	The Civil Air Patrol conducted a 48 hr exercise at the Fire Training Center. This was supported the FD and the EM's 26' response trailer. The trailer provided a facility for their exercise command and control and communications element. This exercise included 16 Cap Squadrons and numerous fixed wing aircraft.
Storm Response	The Month of May was very busy with storm activity. Significant storms caused the activation of the EOC on May 6 and other times during the Summer Breeze Concerts.
Future Projects are being planned for PSST funding	
Community Preparedness Events	
Demand for the Medical Reserve CORPS\Norman Response Volunteers continues to increase.	Anticipation of supporting several community event venues increases the ability to enhance preparedness in the community. The addition of having a UAV pilot in the group expands the capability to the community.
The monthly volunteer meeting was conducted at the County Wellness Center. The Well has committed to providing a meeting space and this will allow for the expansion of the volunteer program.	A discussion was held regarding the new facility and how the EOC side would be staffed and operated by EM volunteers.

Norman EM continues to work with Homeland Security on youth preparedness camps.	The Northeastern State University-Broken Arrow preparedness Day Camp will be held June 4-7, 2024 at the NSU Broken Arrow Campus
	The Murray State Camp is set for July 14-19, 2024 in Tishomingo and the Panhandle State University Youth Camp is set for July 28-August 2, 2024.
Disaster Reimbursement Status	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through.	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
A long Term Recovery Committee has formed to those affected by the February 2024 tornado.	This storm was not a declared storm and the LTRC can coordinate assistance for those residents that still have unmet needs.
Mitigation Grant Status	
Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
Severe Weather Issues	
No significant events for weather occurred in March	
National Weather Service Storm Spotter Training	NWS Norman Spotter Schedule (weather.gov)

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
May 2024

HUMAN RESOURCES

Total number of Employees: 1105

Orientations: 4 – 67 new hires

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

Terminations: 9

ADMINISTRATION

- FMLA cases – 11 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
 - 68 birthday and 59 anniversary

BENEFITS

New Enrollments: 2

Benefit Participation		
	#	%
Medical	790	92%
Dental	786	91%
Vision	583	68%
Disability	426	49%
Supplemental Life	442	51%

** Total Benefit Eligible Population: 866*

Claims		
Rx Claims		
	ACTIVE	\$245,647.43
	RETIREE	\$ 8,420.45
	COBRA	\$ -
	HSA	\$ -
Medical Claims		\$ 686,779.00
Dental Claims		\$ 81,560.02
Death Claims		0

PERSONNEL ACTIONS

NEW HIRES – 67

Dept./Div.	Position	Number of Employees
City Manager/Administration	Assistant City Manager	1
Information Technology	System Support Technician	1
Legal	Assistant City Attorney I	1
Parks & Rec/Golf	Golf Course Attendant	2
Parks & Rec/Park Maintenance	Laborer	2

Parks & Rec/Recreation	Recreation Center Specialist	2
Parks & Rec/Westwood Pool	Admissions Clerk I	6
Parks & Rec/Westwood Pool	Assistant Aquatic Manager	1
Parks & Rec/Westwood Pool	Concession Cashier I	1
Parks & Rec/Westwood Pool	Head Lifeguard	2
Parks & Rec/Westwood Pool	Lifeguard	25
Parks & Rec/Westwood Pool	Maintenance Worker I	1
Parks & Rec/Westwood Pool	Slide & Gate Attendant	7
Parks & Rec/Westwood Pool	Swim Instructor	7
Planning & Development	Planner II	1
Public Works/Fleet	Mechanic Apprentice	3
Utilities/Sanitation	Sanitation Worker I	2
Utilities/WLM	Laborer	1
Utilities/WRF	Laborer	1

PROMOTIONS – 3

Dept./Div.	Position	Number of Employees
Public Works/Fleet	Fleet Service Technician	1
Public Works/Streets	Maintenance Worker I	1
Utilities/Sanitation	Utilities Supervisor	1

SEPARATIONS – 9

Dept./Div.	Position	Number of Employees
Parks & Rec/Admin	Management Analyst	1
Parks & Rec/Golf	Golf Course Attendant	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Westwood Pool	Concessions Cashier I	1
Police/Emergency Communications	Communication Officer II	1
Police/Patrol	Police Officer	1
Police/Patrol	Police Sergeant	1
Public Works/Fleet	Maintenance Worker I	1
Public Works/Streets	Maintenance Worker I	1

TURNOVER STATS

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	15		0.00%
City Clerk	6		0.00%
Finance	23		0.00%
Fire	164		0.00%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9		0.00%
Municipal Court	12		0.00%
Parks & Recreation-Total	81	4	4.90%
Planning & Comm Dev.	38		0.00%
Police	256	3	1.17%
Public Works	125	2	1.60%

Utilities	159		0.00%
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RECRUITMENT

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

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

Parks & Recreation

PT* Laborer Tradesworker (1)	PT All Locations – Recreation Center Specialist
PT Recreation Specialist – YFAC (2)	PT Golf Course Attendant
PT Tennis Shop Attendant - (1)	PT Golf Shop Attendant
PT Recreation Technician – Westwood (1)	PT* Swim Instructor - Westwood (5)
PT* Admission Clerk I - Westwood (2)	PT* Admission Clerk II - Westwood (2)
PT* Concession Cashier – Westwood (2)	PT* Concession Cashier II – Westwood (3)
PT* Aquatic Facility Maintenance I - Westwood (7)	PT* Aquatic Facility Maintenance II - Westwood (3)
PT* Lifeguard - Westwood (25)	Maintenance Worker I (1)
PT* Food & Beverage Tech I (1)	

Police

Police Officer (2)	Animal Welfare Technician (1)
Communications Supervisor (1)	Communications Officer II (3)
Animal Welfare Officer (1)	Police Records Clerk (1)
Parking Services Officer (1)	

Public Works

Engineering - City Surveyor (1)	Traffic Management Center Engineer (1)
Traffic Signal Technician (1)	Fleet Service Technician (1)

Utilities

Sanitation - Sanitation Worker I (2)	Heavy Equipment Operator (1)
Sanitation Worker II (3)	

Human Resources

Recruiter (1)	Safety Manager (1)
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DAYS TO FILL

Full Time Position	Hire Date	Date Posted	Days to fill
Sanitation Worker I (2)	5/17/24	2/20/24	87
Assistant City Attorney	5/1/24	2/21/24	70
Systems Support Technician	5/3/24	2/15/24	78
Planner II	5/17/24	2/28/24	79
Assistant City Manager	5/28/24	7/24/23	309

PT/Seasonal Position	Hire Date	Date Posted	Days to fill
Lifeguard (26)	5/20/24	1/2/24	139
Aquatic Facility Maintenance I	5/24/24	1/2/24	143
Head Lifeguard (2)	5/20/24	1/2/24	139
Swim Instructor (7)	5/20/24	1/2/24	139

Concession Cashier I (2)	5/14/24	1/2/24	133
Recreation Center Specialist (2)	5/10/24	3/29/24	42
Slide & Gate Attendant (7)	5/20/24	1/2/24	139
Admissions Clerk I (6)	5/2/24	1/2/24	121
Golf Course Attendant (2)	5/10/24	2/29/24	71
Laborer (2)	5/20/24	2/29/24	81
Water Reclamation Laborer	5/23/24	3/20/24	64
Mechanic Apprentice (3)	5/22/24	3/29/24	54

*503 registrations/applications to our openings, 5 new requisitions opened.

Westwood Pool		
Position	Hires as of 5/31/24	Hires as of 5/31/23
Admissions Clerk I	18	15
Admissions Clerk II	2	3
Facility Maintenance I	1	1
Facility Maintenance II	0	0
Aquatic Manager	1	1
Assistant Aquatic Manager	3	4
Concessions Manager	1	1
Concessions Cashier I	16	15
Concessions Cashier II	3	3
Head Lifeguard	6	5
Lifeguard	65	59
Office Manager	1	1
Shallow Lifeguard	17	10
Swim Instructor	20	13
Total	154	131
We have the following pending hires: 6 Lifeguards & 1 Swim Instructor		

SAFETY

Fitness for Duty Meetings

Department	Number Held
N/A	0

Return to Work Meetings

Department	Number Held
Utilities/WLM	1
Police/Patrol	1

Recordable Injuries – OSHA

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Utilities/ WLM	Cuts, scrapes, bruises	Rollover Accident	Off Work	Caution while driving
Fire	Laceration to head	Mowing yard at Station	Returned to work	Caution and awareness

Fire	Strained lower back	Lifting chainsaw box out of compartment	Off work	Proper lifting techniques
Fire/Suppression	Strained lower back	Picking up medical bag	Restrictions	Proper lifting techniques
Public Works/Streets	Strained left shoulder	Picking up large, oversized log	Off work	Using equipment and getting help to move large items
Utilities/SLM	Hurt thumb, forearm, and jaw	Handrod slipped out of coworkers hand, causing it to hit employee	Returned to work	Caution and communication

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

2024*	2023	2022
4	11	7

**CY2024 is current YTD*

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

2024	2023	2022
11	7	3

Recordable Injuries per calendar year:

2024*	2023	2022
21	78	60

**CY2024 is current YTD*

Recordable Injuries per fiscal year:

2024	2023	2022
559	67	54

Complaints/Resolutions

Complaint	Resolution
0	N/A

CULTURE AND SOCIAL RESPONSIBILITY (CSR)

ADA Complaints and Resolutions

Complaints	Resolution
5/20/2024: The family restroom in the Development Center by conference Room A door pressure being more than 5lbf.	5/24/24: Crossland & Facility Maintenance are working to get door to less than 5lbf with a pressure check log on the back of the door.

ADA:

- Completed ADA Understanding Building Code Amendments training presented by BlueDAG.
- Completed Overview of Disability Rights Laws presented by Rocky Mountain ADA Center.

CSR:

Employee Resource Groups (ERGs):

- LGBTQ+ Alliance participated in Norman Pride weekend (May 3rd-5th). A booth was set up for the festival on Saturday where information about employment opportunities and inclusive efforts were discussed. On Sunday the LGBTQ+ Alliance participated in the parade through downtown Norman.
- Presented an Asian American, Native Hawaiian, Pacific Islander (AANHPI) Heritage Month event: Scoops, Sauces, & Sweets for CoN employees. This event included AANHPI related food trucks and a crossword puzzle to learn more about AANHPI history.
- Completed Canva training to learn how to better use it for visual design and document creation when putting out cultural information.

Committees:

Human Rights Commission (HRC) – The monthly meeting took place on Monday, May 20, 2024, at City Hall. Vice-Chair Christopher Tall Bear resigned from the commission and Michael Ridgeway is the new Vice-Chair. Chair Aisha Ali led a discussion on planning the Interfaith Breakfast and what that will look like next year. Each commissioner needs to bring suggestions of speakers and locations for the next meeting. Chair Ali wants to speak to the Mayor about how community member can apply for the HRC but there is no space listing how many vacancies there are. Reminder that all ADA updates will now go through the chair of the ADA Citizen's Advisory Committee to ensure both the commission and the committee maintain their roles and responsibilities in their perspective areas. The next meeting will be held on Monday, June 24, 2024, at City Hall.

ADA Citizen's Advisory Committee –The ADA Citizen's Advisory Committee's next quarterly meeting will held be on Monday, June 10, 2024, at City Hall.

Cleveland County disABILITY Coalition – The monthly meeting took place on Tuesday, May 7, 2024. Goals and events for the next FY and slate nominations were discussed. New officers take positions on July 1st and voting will be held during the June meeting. The next meeting will be held on Tuesday, June 4, 2024, at United Way.

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

Gender	Total Population	% of Total Population
Female	325	29.0%
Male	780	71.0%
	1105	100.00%

Job Classification by Gender		
Job Classification	Female	Male
Full-Time	176	667
Part-Time	47	40
Permanent Part-Time	2	7
Temporary	100	66
	325	780

Ethnicity by Race		
Ethnicity	Total #	Total %

American Indian/Alaskan Native	43	3.9%
Asian	16	1.4%
Black/African American	51	4.6%
Hispanic/Latino	36	3.3%
Native Hawaiian	1	0.1%
Two or More Races	60	5.4%
White	898	81.3%
	1105	100.00%

Diversity by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	14	29
Asian	6	10
Black/African American	12	39
Hispanic/Latino	9	27
Native Hawaiian	0	1
Two or More Races	23	37
White	261	637
	325	780

Diversity % by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	1.3%	2.6%
Asian	0.5%	0.9%
Black/African American	1.1%	3.5%
Hispanic/Latino	0.8%	2.5%
Pacific Islander	0%	0.1%
Two or More Races	2.1%	3.3%
White	23.6%	57.7%
	29.4%	70.6%

CITY OF NORMAN

Information Technology Department
Monthly Report – May 2024.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	Implementation Complete – Project refinement ongoing: The CoN team has completed implementation work on all major core software. However work continues in Finance, HR, Planning, and Parks to refine these new systems.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization. New equipment is being implemented to replace the old and increase security and speed requirements.	Ongoing: IT Network staff are in implementation and testing of major networking and security appliances, as well as virtual upgrades. This includes expansion of equipment for new buildings and replacement of old switch infrastructure.
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing – taken over by Utilities Admin.

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in 2024
New Building construction/renovation support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Progress – ECOC, HR/IT Building, Building Maintenance, PD Moves, and Mary Abbot House expansion. Complete – YFAC, Sanitation, Line Maintenance Sr. Center, Development Center, Municipal Court, Bus Station
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Progress – Finance Dept. has made funds available. Work to be complete 2024.
IT Security training efforts for all network and email users at the City of Norman.	Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who utilizes the network for business.	Ongoing frequent training continues as well as various types of PEN testing of the city network.
Endpoint Security Review	Review current endpoint security appliances and software and make upgrades as necessary.	In Progress
Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Progress estimated full completion in 2027

Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning – customer portal configuration in progress.
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	In Progress, full completion in July/August of 2023. Renovation of new space should be complete by April 2024.
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress: The IT Department has been awarded 5% of the annual capital funds for business critical software and infrastructure needs.

Support Tickets:

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

Users Supported:

The following statistics represent the number of network users supported by the IT Department. The city network is important for all business initiatives for the city of Norman. The number of devices supported reflects the growth in dependence on technology for daily operations (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 290,688 attempted incoming and 117,493 outgoing messages for the month of May 2024. Incoming messages totaling 91,462 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 31% of our inbound mail. This percentage has decreased from previous months for malicious email/spam and continues a trend of more scam attempts throughout the year. Our security efforts are having a positive effect on reducing the total number of malicious email inbound. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In the month of May 2024, the City of Norman's web site had 126,579 individual web sessions access the web site for 240,313 total page views. Of those sessions, 78,881 were identified as Users to view content on the City web site (see **IT Table 4a and 4b**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and tablets.

Data Storage:

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

ERP Project Implementation Progress:

This project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The projects final implementations are complete as of March 2024. The City Council approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once fully complete the city will have enhanced automated services and web services for our citizen base as well as the employees who conduct business and track their daily work with these systems. The IT Department completed implementation of all major pieces of the ERP business systems software packages. These include Parks and Rec software, Municipal Court software, Financial Systems software, Utility Billing software, Payroll, Human Resource Management, Work Orders (Tyler EAM), Time and Attendance, and Planning and Community Services software packages. Daily work continues on these systems as well as additional training, enhancements, and configuration. We will continue to evaluate and enhance each of these systems moving forward. Our current efforts include a review of the HR Systems, post launch troubleshooting of Planning and Community Dev software, an upgraded Parks and Rec software package to help with golf management, concessions, and food carts. We Are also preparing for AMI (Automatic Meter Infrastructure), and integration with a customer portal for Utility Billing Systems software as well as a review of the current time and attendance software.

Executive Summary

ironport.example.com

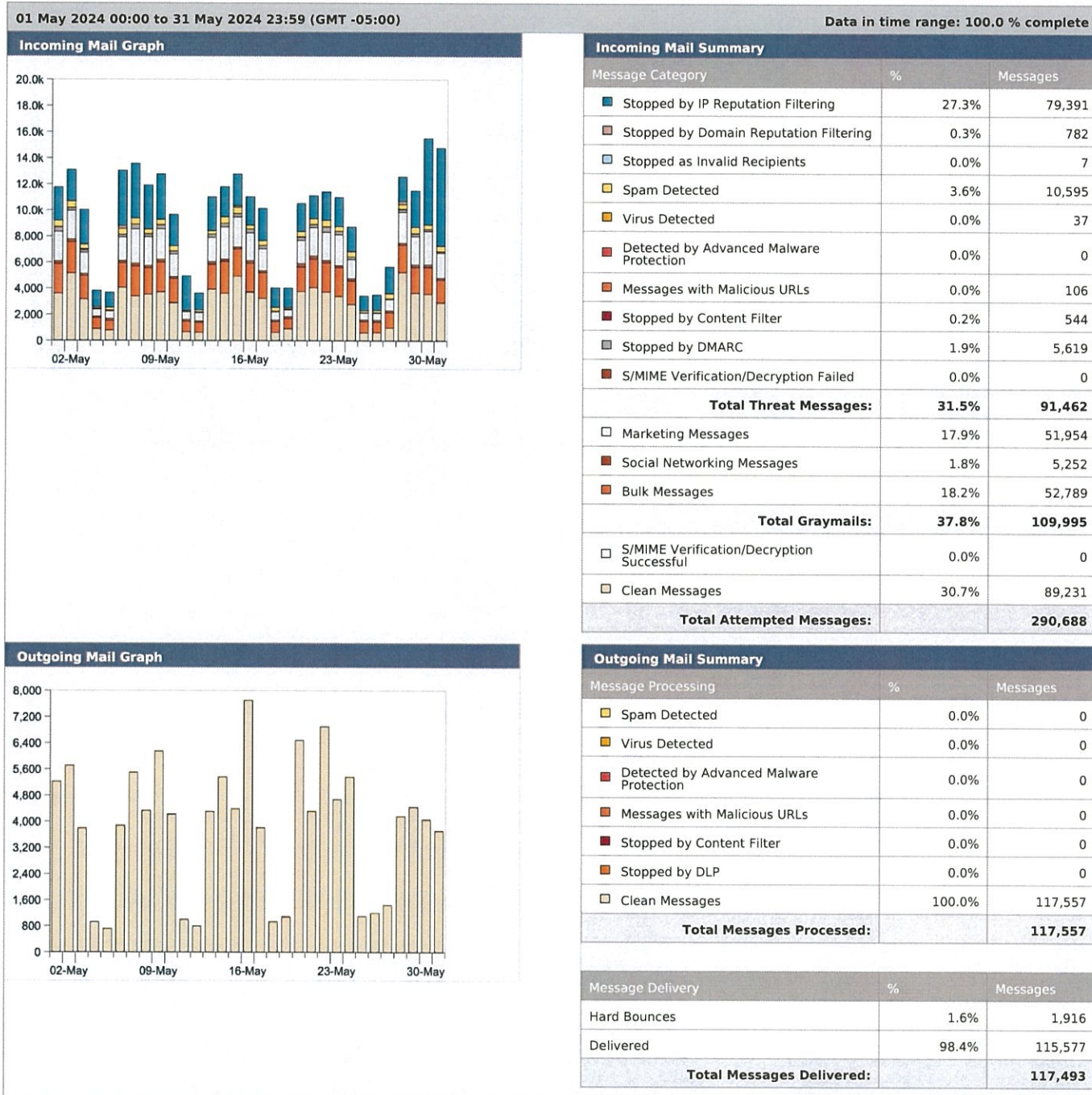


Table 1

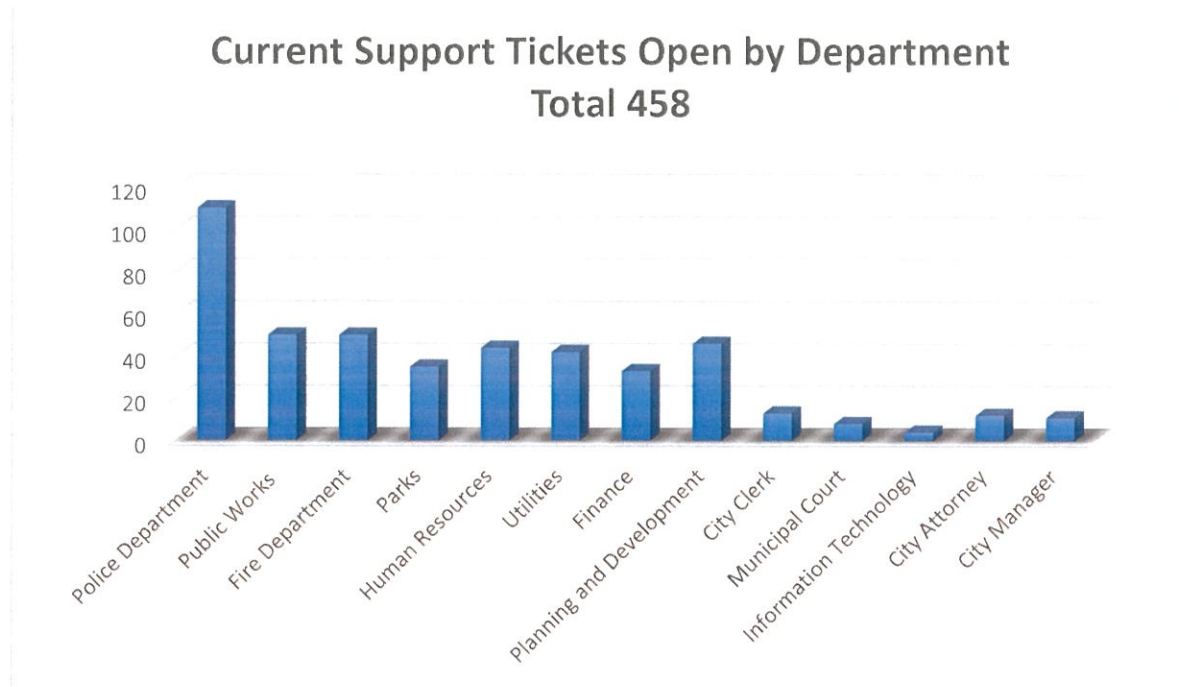
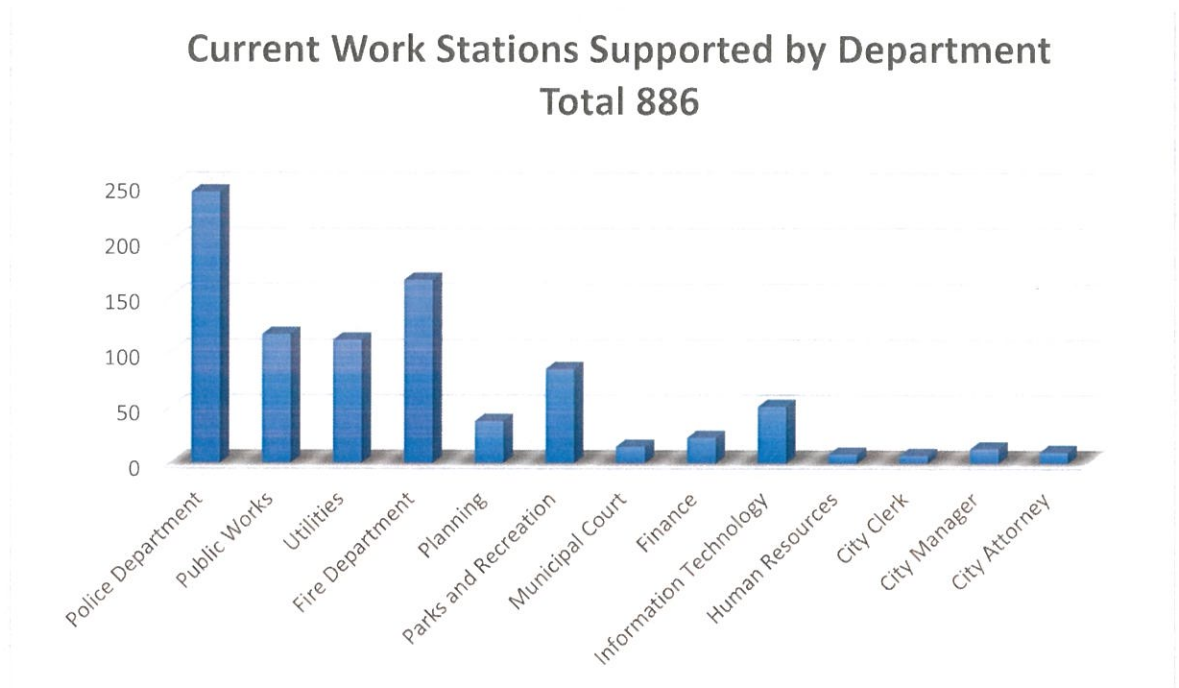


Table 2



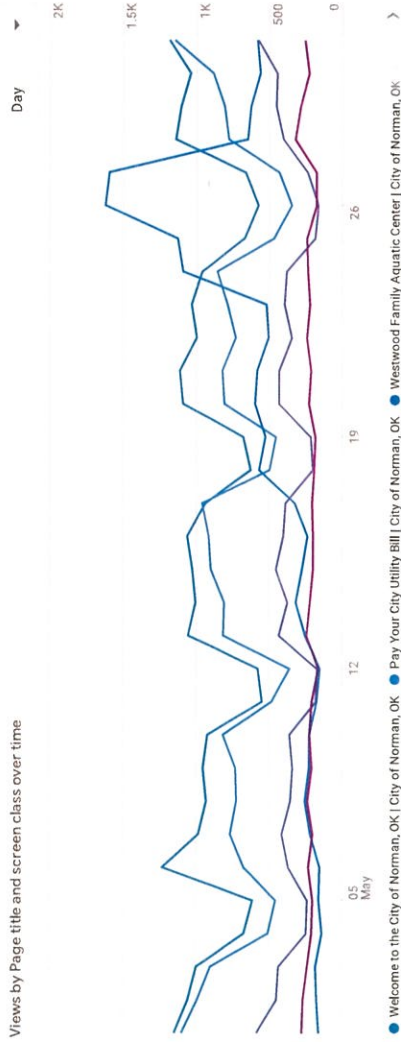
All Users Add comparison

Custom May 1 - May 31, 2024

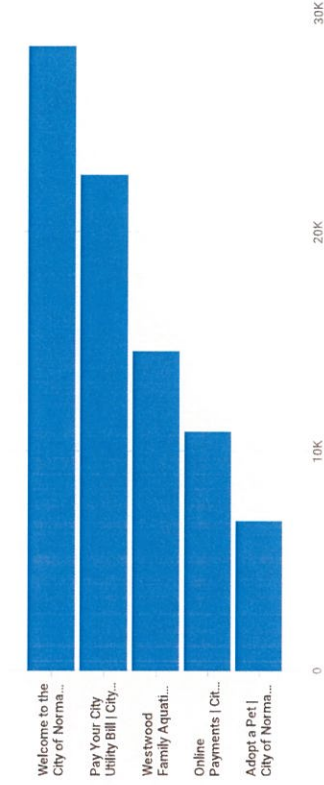
Monthly Page Views

Add filter

Views by Page title and screen class over time



Views by Page title and screen class



Search...

Page title and screen class

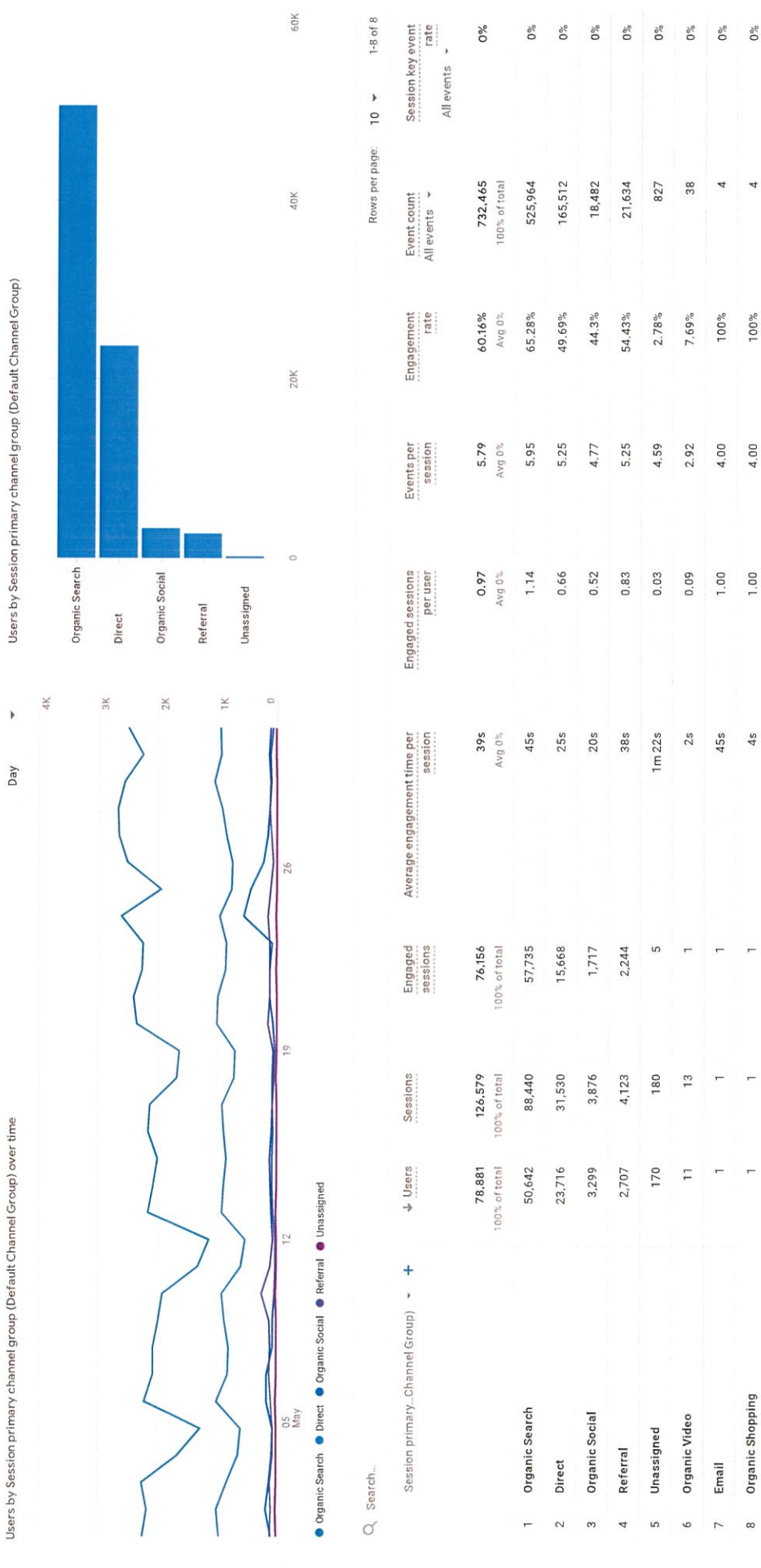
	↓ Views	Users	Views per user	Average engagement time	Event count
	100% of total	100% of total	Avg 0%	Avg 0%	All events
1 Welcome to the City of Norman, OK City of Norman, OK	240,313	78,881	3.05	1m 04s	732,465
2 Pay Your City Utility Bill City of Norman, OK	28,470	16,650	1.71	18s	79,483
3 Westwood Family Aquatic Center City of Norman, OK	22,601	13,270	1.70	15s	80,400
4 Online Payments City of Norman, OK	14,561	8,826	1.65	28s	49,561
5 Adopt a Pet City of Norman, OK	10,890	6,903	1.58	13s	27,726
6 Season Passes City of Norman, OK	6,822	3,627	1.88	21s	22,446
7 Westwood Swim Times and Admission Prices City of Norman, OK	5,996	3,947	1.52	55s	16,021
8 Animal Welfare City of Norman, OK	5,935	3,933	1.51	46s	12,913
9 Job Opportunities City of Norman, OK	5,871	3,637	1.61	15s	18,544
10 Westwood Golf Course City of Norman, OK	5,482	3,259	1.68	1m 25s	16,814
	4,471	2,539	1.76	38s	15,468

All Users

Add comparison

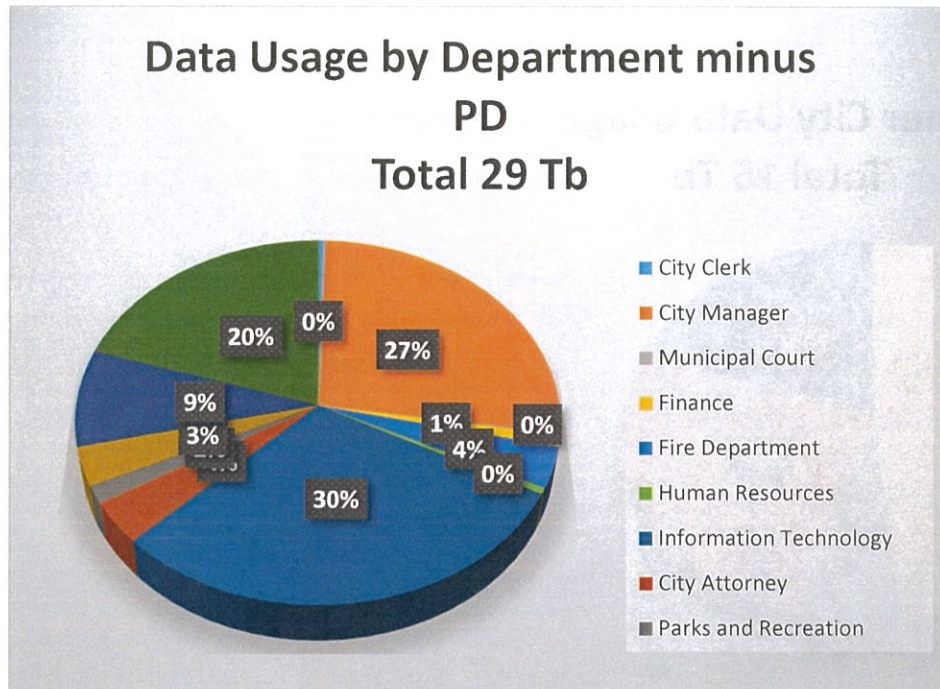
Monthly Site Traffic

Add filter

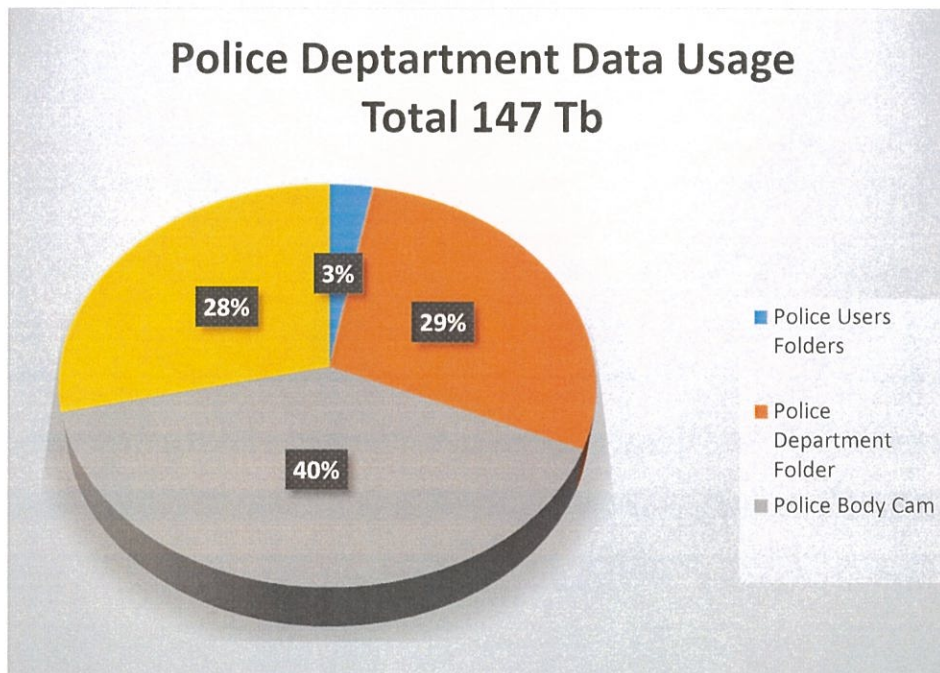


Session primary - Channel Group		↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count	Session key event rate
		100% of total	100% of total	100% of total	Avg 0%	Avg 0%	Avg 0%	Avg 0%	All events	All events
1	Organic Search	78,881	126,579	76,156	39s	0.97	5.79	60.16%	732,465	0%
2	Direct	50,642	88,440	57,735	45s	1.14	5.95	65.28%	525,964	0%
3	Organic Social	23,716	31,530	15,668	25s	0.66	5.25	49.69%	165,512	0%
4	Referral	3,299	3,876	1,717	20s	0.52	4.77	44.3%	18,482	0%
5	Unassigned	2,707	4,123	2,244	38s	0.83	5.25	54.43%	21,634	0%
6	Organic Video	170	180	5	1m 22s	0.03	4.59	2.78%	827	0%
7	Email	11	13	1	2s	0.09	2.92	7.69%	38	0%
8	Organic Shopping	1	1	1	45s	1.00	4.00	100%	4	0%
		1	1	1	4s	1.00	4.00	100%	4	0%

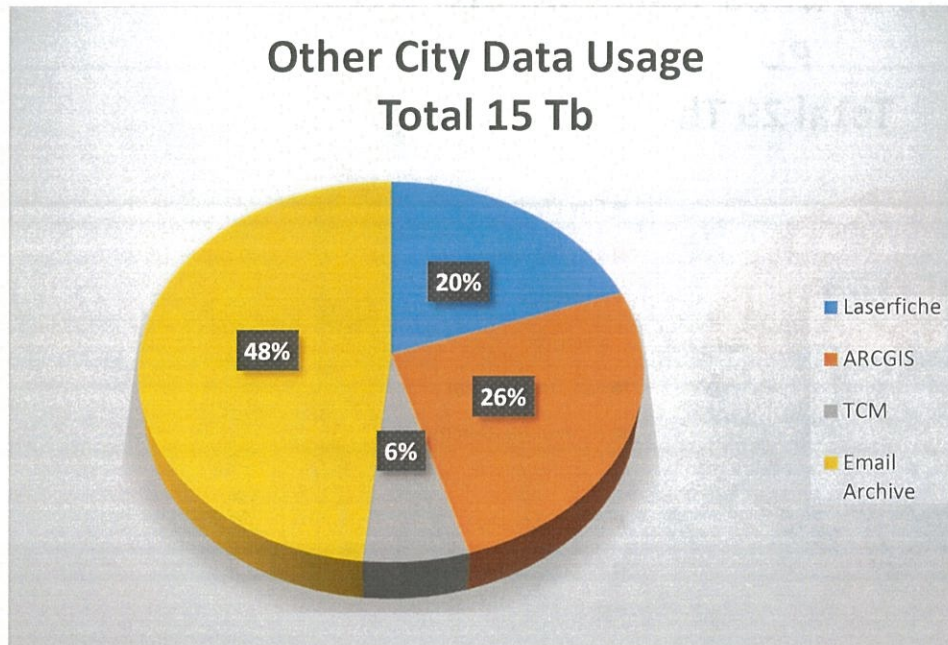
IT Table A



IT Table B



IT Table C



MONTHLY REPORT - LEGAL DEPARTMENT
May 2024 Report
(Submitted June 5, 2024)

MONTHLY HIGHLIGHTS:

None

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

Etter v. City of Norman, CJ-2021-731 (K)

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

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

Martin Flores v. City of Norman & John Doe, CJ-2021-1051 (K)

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

DBA Doe Medical Entity, CJ-2022-1348, CJ-2020-606 (K)

The City was dismissed from this case on February 15, 2024, and the time for Plaintiff to appeal has expired. This case will no longer appear on the Monthly Report.

City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)

City v. Lonnie Hodges, CV-2020-2922

The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)
McCarver v. City of Norman, CJ-2013-128 TS (K)
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)
West Lindsey Center Investors, LLC v. City of Norman, et al., CJ-2022-693 (K)

B. *Condemnation Proceedings*

City of Norman v. Chastain Oil Company, a Corporation, et al., CV-2015-677 (M)
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)
City of Norman v. Tietz Revocable Trust, et al., CJ-2013-775 (M)
City of Norman v. Apex Properties, LLC, et al., CJ-2021-221 (M)
City of Norman v. D&J Land, LLC, et al., CJ-2022-251 (M)
City of Norman v. Harold and Diana Hansmeyer, Jim Reynolds, Board of Commissioners, CJ-2024-498 (W)

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

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

D. *Municipal Court Appeals*

None

E. *Small Claims Court*

None

F. *Board of Adjustment Appeals*

None

LABOR / ADMINISTRATIVE PROCEEDINGS

A. *Grievance & Arbitration Proceedings (K)*

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
AFSCME Grievance FYE 24-06 – (Ross – Discipline)

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

AFSCME Grievance FYE-24-10 – (Hurlonda Hamilton – Military Leave)

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

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)

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

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

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

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

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

IAFF Grievance FYE-24 – (Voluntary Opt-In for Paramedics)

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

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

FOP Grievance FYE-24 – (Lowell Wilcoxon - Termination)

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

B. *Equal Employment Opportunity Commission (EEOC)*

None

C. *Contested Unemployment Claims (OESC)*

MUNICIPAL COURT PROSECUTIONS

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

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

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
JUNE	268	344		7	31		11	9	
TOTALS / YTD	3,860	3,059	3,858	114	156	137	95	118	110

WORKERS' COMPENSATION COURT

The total number cases pending as of May 2024 are 14. There were no new workers compensation cases received during the month. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 24 CASES	FYE 23 CASES	FYE22 CASES	FYE21 CASES
Fire	Suppression	7	1	9	4	2
Fire	Prevention				1	
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool				1	
Planning	Development Services					
Police	Animal Welfare					2
Police	Criminal Investigation	1			1	
Police	Patrol	3	1	1	4	1
Police	Administration	0			2	
Public Works	Street Maintenance				1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Public Works	Traffic Control			1		
Utilities	Line Maintenance	1		1		
Utilities	Sanitation	1		1		
TOTALS		14	2	13	14	6

List of Pending Cases

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

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

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

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

Bussell, Michael v. City of Norman, CM-2024-00740 K

(Fire, Suppression, Fire Captain, R. Shoulder)

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

(Fire, Suppression, Firefighter, Binaural Hearing Loss)

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

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

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

(Fire, suppression, Firefighter, BAW, Cancer)

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

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

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

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

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

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

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

(PD/Narcotics/MPO/Sergeant, Right Knee)

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

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

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

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

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

(Fire, Suppression, Firefighter, Lower Back)

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

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

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through May 2024.

DEPARTMENT	FYE 24 Month	FYE 24 YTD	FYE 23 YTD	FYE 22 YTD	FYE 21
Animal Control			2	2	1
Finance – IT					1
Fire		2		2	1
Legal					2
Other		4	5	6	11
Parks		2	1	2	4
Planning			1	2	
Police		8	8	8	3
Public Works – other		2	5	2	2
Public Works – Stormwater				1	
Public Works – Engineering					1
Public Works – Streets		12	8	10	9
Utilities – other		2			
Utilities – Water		5	16	6	11
Utilities – Sanitation	1	10	7	6	12
Utilities – Sewer	2	8	3	4	5
TOTAL CLAIMS	3	55	56	51	63

CURRENT CLAIM STATUS	FYE 24 TO DATE	FYE 23	FYE 22	FYE 21
Claims Filed	58	56	51	63
Claims Open and Under Consideration	7	0	0	0
Claims Not Accepted Under Statute/Other	1	4	3	10
Claims Paid Administratively	21	25	15	11
Claims Paid Through Council Approval	3	2	2	7
Claims Resulting in a Lawsuit for FY	1	0	5	3
Claims Barred by Statute (No Further Action Allowed)	6	25	26	32
Claims in Denied Status (Still Subject to Lawsuit)	19	0	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>MAY</u>	<u>FY24</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY23</u>	<u>Y-T-D</u>
Traffic	1,138		9,409	849		5,743
Non-Traffic	223		2,937	236		2,323
SUB TOTAL	1,361		12,346	1,085		8,066
Parking	695		8,290	899		7,892
GRAND TOTAL	2,056		20,636	1,984		15,958

CASES DISPOSED

	<u>MAY</u>	<u>FY24</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY23</u>	<u>Y-T-D</u>
Traffic	1,064		8,603	876		5,096
Non-Traffic	256		2,435	276		2,495
SUB TOTAL	1,320		11,038	1,152		7,591
Parking	878		7,284	739		6,336
GRAND TOTAL	2,198		18,322	1,891		13,927

REVENUE

	<u>MAY</u>	<u>FY24</u>	<u>Y-T-D</u>	<u>MAY</u>	<u>FY23</u>	<u>Y-T-D</u>
Traffic	\$ 116,936.60		\$ 981,010.74	\$ 100,585.77		\$ 574,024.39
Non-Traffic	\$ 19,718.45		\$ 218,011.73	\$ 24,646.32		\$ 220,801.68
SUB TOTAL	\$ 136,655.05		\$ 1,199,022.47	\$ 125,232.09		\$ 794,826.07
Parking	\$ 31,942.50		\$ 234,926.50	\$ 20,706.00		\$ 225,366.00
GRAND TOTAL	\$ 168,597.55		\$ 1,433,948.97	\$ 145,938.09		\$ 1,020,192.07

MUNICIPAL COURT - MONTHLY REPORT
May 2024

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 35 new cases and closed 48 cases during the month of May 2024. 6 Mediations were held.

PARKS AND RECREATION 9

Park Development Activities May 2024

Cultural Center Projects

Crews have begun the prep work to re-paint the Moore-Lindsey Historical House Museum this spring. They will also repair siding and re-paint the Carriage House behind the main house, which will make the two structures visually match each other, as they used to. A new roof was put on both structures last year and all of the storm windows on the main house were replaced with Lexan, instead of plate glass after the 2023 major hail events. This siding repair and repainting project is the final step in keeping the house water-tight and preserved for future use.



The iconic vertical lighted sign from the Sooner Theatre has been removed from the building and taken to the Dalmarc Signs shop for repairs, after decades of service. They were the original builders of the sign, and will upgrade or replace the wiring and bulb sockets in the sign, as well as get the two clock faces in sync and operational and repair/replace and finally re-paint all parts of the sign before bringing it back to town to re-mount on the building.

Crews have been working in recent weeks to make improvements to the outdoor spaces at the Firehouse Art Center. The kiln yard on the west side of the building is being remodeled to have one feature kiln set into an area that can be used by other artists for their medium. It will also serve as a social space during large events, with a new connection to the rear/main entry for the space. They are also creating a new east-side patio and operational bay door in one of the original firehouse door openings. All of this is being done via a grant received by the Firehouse Board and their Director, Andy Couch.

Westwood Park



Crews finished re-surfacing three of the outdoor courts at the tennis center in time for the summer lesson and tournament schedule. The 4 oldest courts were re-done last year; and these 3 were the next oldest. The remaining 5 will be bid for completion in the new fiscal year.

Council approved a contract with GSB Architects' design team, who will work with us to masterplan the golf and tennis clubhouse and service areas. We will now begin a process that will result in a guiding design program to help us plan for a major project at the park to modernize and expand our facilities and bring those areas up to the standard set by the new Family Aquatics Center and Indoor Tennis Facility built in the early phases of Norman Forward. A similar process was followed last year to produce the Council-approved Master Plan for Andrews Park, which will greatly help us plan for funding and implementing that work.

Reaves Park

We received bids to build the new Central Restroom Building in the park, designed by The McKinney Partnership, Architects (TMP). This will be a similar structure to the one built in 2020 in Rotary Park. The current design for a Men's, Women's, and Family restrooms came in over the project budget; and we are working to either secure additional funds or re-design the project to eliminate some of the building square footage or design details to get in-budget.

Forestry



We have been in contact with OEC foresters to coordinate a re-planting project for another area along Berry Road, between Lindsey Street and Imhoff Road. Residents have requested that OEC crews remove a few more of the old sweetgum trees on the west side of Berry, instead of once again pruning them down to almost nothing. That work is scheduled to begin the week on June 3rd.

Work is being done by City staff and DAVEY Resource Group to get the revised Tree Ordinance ready for presentation to the Norman Park Board and then the Norman City Council. We are working on language to help create special districts where the city can participate in tree preservation and planting, along with all other policies which more clearly define what private property owners can do to help manage the urban forest in Norman without needing to reach out to the city for physical assistance. Final meetings are also being conducted with the local utility companies to keep them informed of any changes that may impact their normal procedures, if any.

We are also finalizing an amendment to the existing service contract with DAVEY to produce an inventory of those trees that are on public property, as part of the project that will lead to creating an Urban Forest Master Plan in the near future. This plan will guide the work of the City's Forestry Division, and help us plan projects that are part of a priority ranking system..

Norman Forward Neighborhood Parks



Crews finished installation of the playground replacement at Falls-Lakeview Park in May. That equipment was in decline after years of use and vandalism. A separate crew is working on installing the new play equipment at Sunrise Park. That work should be complete next month, along with installation of improved/expanded walkways and some new tree plantings.

We are continuing the work at Bentley Park to get it ready for a grand opening ribbon cutting next month. Once that park is complete, we will begin surveying the residents around the Southlake Park site to help guide our design for that new park, as well as the park site adjacent to The Links apartment complex.

MAY 2024 RECREATION DIVISION MONTHLY REPORT

Little Axe Community Center: The Center served 828 Meals to the Little Axe community with our meals on wheels and served 110 members of the Little Axe community with the small food pantry held at the center on Mondays. We had 54 kids totaling at our after-school program for the month of May. Staff put together a small awards assembly with awards such as "most like to fight aliens and win! The Children also enjoyed an "out of school bash" with Pizza and Strawberry shortcake. The Center hosted PLS craft classes while still hosting our monthly OHE classes and bingo.

12th Avenue Recreation Center: The 12th Avenue Recreation Center finished up its After School Program on May 23rd and averaged 32 students for the month of May. Summer camp is full with 50 campers and has averaged 30 campers so far.

Irving Recreation Center: This month at Irving, the After School Program added one new child to our roster for a total of 30 children. The average daily attendance was 19 children. We celebrated the last days with popsicles and outside time. This month we continued the trend of having a large increase in people attending open gym during the evening, jumping to more than 100 total for the month.

Whittier Recreation Center: The 12th Avenue Recreation Center After School Program continued with 27 students enrolled. The daily average attendance is 23 students. This month we celebrated the last day of school by making popcorn for our kids.

FACILITY ATTENDANCE:	Month	Year to Date
Norman Senior Center	0	3,253
Little Axe Community Center	1,879	20,218
12th Avenue Recreation Center	1,284	13,436
Irving Recreation Center	430	4,418
Whittier Recreation Center	117	4,789
Reaves Center	300	3,300
Tennis Center	3,692	37,472

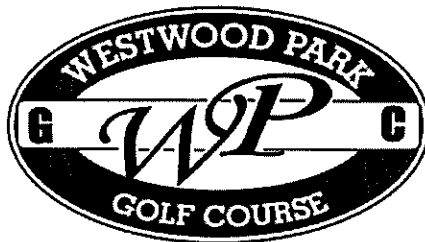
MAY 2024 YOUNG FAMILY ATHLETIC CENTER MONTHLY REPORT

	FYE 2024 MTD	FYE 2024 YTD
YFAC Memberships	\$4,830.00	\$14,730.00
YFAC Day Passes	\$174.00	\$292.00
YFAC Gym Passes	\$1,491.00	\$2,187.00
YFAC Aqua Class/Camp	\$0.00	\$0.00
YFAC GYM Class/Camp	\$0.00	\$0.00
YFAC Misc Class/Camp	\$0.00	\$0.00
YFAC POOL Rental	\$0.00	\$5,820.00
YFAC GYM Rental	\$4,490.00	\$16,693.00
YFAC MISC Rental	\$50.00	\$50.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$27,027.12	\$122,617.12
YFAC Leases	\$4,292.00	\$4,292.00
YFAC Other Revenue/Advertising	\$17,582.80	\$17,582.80
YFAC Leagues	\$32,000.00	\$32,000.00
TOTAL INCOME	\$91,936.92	\$216,263.92
YFAC GYM Expenditures	\$24,933.27	\$65,556.58
YFAC POOL Expenditures	\$19,131.70	\$77,899.98
EXPENDITURES	\$44,064.97	\$143,456.56
Income vs. Expenditures	\$47,871.95	\$72,807.36

MAY 2024 PARK MAINTENANCE DIVISION

	FY24 MTD	FY24 YTD		FY23 MTD	FY23 YTD
SAFETY REPORT					
On-The-Job Injuries	0	5		0	6
Vehicle Accidents	0	1		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours			Total Man Hours	
Big Mowing	98.00	804.25		157.50	944.50
Trim Mowing	615.50	5019.75		825.00	5376.00
Chemical Spraying	54.50	1716.00		151.00	1027.00
Fertilization	0.00	87.00		0.00	18.00
Park Tree Work	106.75	931.50		3.00	735.00
Street Tree Work	0.00	8.00		4.00	91.00
Trash Maintenance	174.00	4046.75		369.50	2447.75
Sprinkler Maintenance	104.00	1403.00		174.00	1052.75
Watering	0.00	64.00		0.00	279.00
Painting	8.00	138.00		0.00	415.00
Landscape Maintenance	141.50	2808.25		176.00	1708.75
Seeding/Sodding	0.00	45.50		4.00	613.00
Ballfield Maintenance	32.00	101.00		0.00	341.00
Fence Repairs	0.00	312.75		0.00	263.50
Equipment Repairs/Maintenance	222.50	2209.75		330.50	1374.50
Material Hauling	37.75	620.50		8.00	497.25
Snow/Ice Removal	0.00	297.00		0.00	520.27
Christmas Setup	0.00	1146.00		0.00	264.75
Vector Control	7.00	106.00		32.00	114.00
Events	57.00	499.00		0.00	201.00
Vandalism Repair	4.00	367.25		44.50	210.50
Trail Maintenance	0.00	150.00		8.00	8.00
Playground Maintenance	75.75	1218.50		52.25	891.75
Restroom Maintenance	9.00	783.00		8.00	622.50
Carpentry/Welding	63.00	1513.50		0.00	441.00
Shop Time	16.00	533.25		47.00	493.00
Special Projects	28.00	1387.75		153.00	2481.00
Miscellaneous	53.00	991.25		149.50	1881.25

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



MAY 2024

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	MAY FYE'24	MAY FYE'23
Regular Green Fees	842	955
Senior Green Fees	477	473
Junior Fees	526	169
School Fees (high school golf team players)	11	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	1137	1035
Employee Comp Rounds	363	368
Golf Passport Rounds	0	0
9-Hole Green Fee	255	267
2:00 Fees	248	358
4:00 Fees	0	0
Dusk Fees or 5:00 Fees	265	279
PGA Comp Rounds	9	10
*Rainchecks (not counted in total round count)	41	45
Misc Promo Fees (birthday, players cards, OU student)	112	132
Green Fee Adjustments (fee difference on rainchecks)	8	6
Total Rounds (*not included in total round count)	4253	4052
% change from FY '23	4.96%	
Range Tokens	2802	4242
% change from FY '23	-33.95%	
18 - Hole Carts	182	160
9 - Hole Carts	74	38
½ / 18 - Hole Carts	1092	1334
½ / 9 - Hole Carts	474	479
Total Carts	1822	2011
% change from FY '23	-9.40%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	0	0
% change from FY '23	0.00%	
TOTAL REVENUE	\$125,612.43	\$144,636.41
% change from FY '23	-13.15%	

MAY 2024
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

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

FINANCIAL INFORMATION

	FYE 2024	FYE 2024	FY 2023	FYE 2023
	MTD	YTD	MTD	YTD
Green Fees	\$50,242.03	\$490,837.01	\$57,155.71	\$494,465.18
Driving Range	\$9,806.00	\$115,392.09	\$15,194.00	\$132,738.40
Cart Rental	\$26,618.98	\$248,566.97	\$29,690.18	\$261,851.70
Golf Classes	\$1,728.00	\$1,728.00	\$4,920.00	\$5,640.00
Golf Shop Rentals	\$1,054.15	\$3,710.81	\$1,056.36	\$2,136.19
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$459.76
Golf Cart Capital	\$2,118.73	\$16,085.59	\$0.00	\$0.00
Golf Merchandise	\$16,326.61	\$167,993.81	\$0.00	\$0.00
Restaurant	\$15,675.46	\$148,142.48	\$18,151.98	\$167,525.63
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$2,042.47	\$132,635.04	\$18,468.18	\$54,807.64
TOTAL INCOME	\$125,612.43	\$1,325,091.80	\$144,636.41	\$1,119,624.50
Expenditures	\$170,282.41	\$1,321,910.25	\$158,676.79	\$1,352,520.47
Income vs Expenditures	(\$44,669.98)	\$3,181.55	(\$14,040.38)	-\$232,895.97
Rounds of Golf	4253	34946	4052	33643

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

Pond renovation on #7, enlarging the pond and using the soil to build a back tee on #2 is complete with the exception of sodding those areas. That will be accomplished when weather allows for sod to be delivered. The removal of tree logs from last years storm remains a priority as weather allows. Broadleaf weeds and Nutsedge has been sprayed on most of the roughs and fairways.

MAY 2024
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FYE 2024 MTD	FYE 2024 YTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$185,254.00	\$238,549.00	\$2,425.00	\$410,413.50
Swim Pool Gate Admission	\$22,300.00	\$208,935.00	\$0.00	\$269,113.00
Swim Lesson Fees	\$18,927.00	\$58,683.15	\$0.00	\$82,874.00
Pool Rental	\$22,077.60	\$71,005.16	\$0.00	\$41,515.00
Locker Fees	\$0.00	\$0.00	\$0.00	\$0.00
Pool Classes	\$19,788.00	\$41,150.00	\$0.00	\$27,333.00
Pool Merchandise Sales	\$194.02	\$430.46	\$0.00	\$0.00
Concessions	\$16,319.30	\$120,569.85	\$0.00	166,989.10
TOTAL INCOME	\$284,859.92	\$739,322.62	\$2,425.00	\$998,237.60
Expenditures	\$70,231.14	\$832,308.18	\$11,907.94	\$406,410.58
Income verses Expenditures	\$214,628.78	-\$92,985.56	-\$9,482.94	\$591,827.02

ATTENDANCE INFORMATION

	FYE 2024 MTD May-24	2023 YTD	2022 YTD	2021 YTD
a. Pool Attendance	6,394	114,679	58,459	75,468
b. Adult Lap Swim Morning/Night	2	950	65	1,802
c. Water Walkers	5	1,124	970	4,923
d. Toddler Time	3	4,328	1,578	5,421
e. Water Fitness	2	2,610	775	2,826
f. Swim Team	28	1,435	1,325	4,423
g. Scuba Rentals	0	514	488	54
h. Scuba Participants	0	282	52	100
i. Swim Lessons	0	1,465	860	1,697
j. Private Swim Lessons	0	73	34	51
g. Movie Night/Special Events	0	2156	1,604	1,298
h. Party / Rentals	6	259	65	116
TOTAL ATTENDANCE	6,440	129,875	66,275	98,179

FACILITY MAINTENANCE

9B

	Labor hours		Labor cost		MATERIAL	TOTAL COST
CUSTODIAL	\$	341.00	\$	8,371.90	\$ 9,381.19	\$ 17,753.09
DOORS	\$	11.00	\$	426.04	\$ 360.00	\$ 786.04
ELECTRICAL	\$	134.50	\$	5,221.16	\$ 2,076.97	\$ 7,298.13
ELEVATORS	\$	1.00	\$	38.88	\$ -	\$ 38.88
HVAC	\$	124.50	\$	4,448.96	\$ 1,006.06	\$ 5,455.02
MISC	\$	44.00	\$	1,651.68	\$ 317.30	\$ 1,968.98
PEST	\$	1.00	\$	38.88	\$ -	\$ 38.88
PLUMBING	\$	178.50	\$	6,794.94	\$ 7,942.14	\$ 14,737.08
ROOFS	\$	11.00	\$	421.12	\$ -	\$ 421.12
INDIRECT	\$	173.50	\$	6,535.08	\$ 641.15	\$ 7,176.23
MISC	\$	-	\$	-	\$ -	\$ -
TOTAL	\$	1,020.00	\$	33,948.64	\$ 21,724.81	\$ 55,673.45

	Labor hours	Labor cost	Material Cost	TOTAL COST
Indirect	514.5	14906.98	10294.33	25201.31
12th Ave Rec	12.5	462.55	60.29	522.84
718 Porter	0	0	0	0
Adult Wellness	0	0	0	0
Andrews Park	0	0	0	0
Animal Welfare	0	0	0	0
Bldg A - Courts	22	802.125	16	818.125
Bldg B - Police	22	828.685	19.11	847.795
Bldg C - HR/IT	17.5	654.545	29.94	684.485
Bldg D - Development Center	18	686.885	0	686.885
Bus Turnaround	2	77.76	0	77.76
Central Library	5.5	199.575	0	199.575
City Hall	31.5	1163.34	166.36	1329.7
CNG Station	0	0	0	0
Compactors	0	0	0	0
Compost	0	0	0	0
Container Maintenance	0	0	0	0
Dumpster Barn	0	0	0	0
East Library	13.5	502.96	0	502.96
ECOC	0	0	0	0
Environmental Services	0	0	0	0
Facility Maintenance	0	0	0	0
Fire Admin	4	142.84	38.57	181.41
Fire Station 1	1	37.24	0	37.24
Fire Station 2	9.5	366.9	300	666.9
Fire Station 3	2.5	94.74	0	94.74
Fire Station 4	3	107.13	64.6	171.73
Fire Station 5	7.5	275.75	238.66	514.41
Fire Station 6	0	0	0	0
Fire Station 7	0	0	0	0
Fire Station 8	3.5	133.62	49.99	183.61
Fire Station 9	2.5	90.805	0	90.805
Firehouse Art	4	155.52	0	155.52
Fleet	9	333.63	0	333.63
Griffin Park	15.5	602.64	12.25	614.89
Historical House	0	0	0	0
Household Hazardous Waste	6	217.32	16.23	233.55
Irving Rec	7.5	278.92	60	338.92
Legacy Park	34	1312.08	34.06	1346.14
Legacy Trail	3	116.64	680.72	797.36
Lift Stations	0	0	0	0
Line Maintenance	0	0	0	0
Lions Memorial Park	0	0	0	0
Lions NE Park	10.5	408.24	0	408.24
Lions Park	2.5	93.1	0	93.1
Little Axe Rec	2	71.42	0	71.42
Moore-Lindsay Historical				
House Museum	0	0	0	0
Neighborhood Parks	12	462.46	1618.14	2080.6

NIC - Norman Investigation Center	16	588.19	35	623.19
Normandy Park	0	0	0	0
Park Maintenance	4	146.01	9.9	155.91
Parks	0	0	0	0
Radio Towers	0	0	0	0
Reaves Garden Center	0	0	0	0
Reaves Park	1	35.71	0	35.71
Rotary Park	5	189.48	0	189.48
Ruby Grant Park	11	409.64	0	409.64
Sanitation	5	194.4	9.29	203.69
Santa Fe Depot	1	37.24	0	37.24
Senior Center	0	0	0	0
Shooting Range	11.5	438.92	295.05	733.97
Sooner Theater	8.5	329.66	31.85	361.51
Special Ops	7	260.68	0	260.68
Stormwater	4.5	169.22	23.73	192.95
Streets	2	71.42	0	71.42
Traffic Controls	1	37.24	0	37.24
Transfer Station	0	0	0	0
Transit	0	0	0	0
Transit/EVT	0	0	0	0
Warming Shelter	0	0	0	0
Water Reclamation Facility	14	499.94	359.5	859.44
Water Towers	0	0	0	0
Water Treatment Plant	0	0	0	0
Water Wells	0	0	0	0
Westwood Golf	20	752.24	3100.84	3853.08
Westwood Pools	37.5	1445.045	2613.23	4058.275
Westwood Tennis	17	627.51	316.57	944.08
Whittier Rec	11	408.33	81.48	489.81
YFAC	44.5	1721.36	1149.12	2870.48
TOTAL	1020	33948.635	21724.81	55673.445

PLANNING AND COMMUNITY DEVELOPMENT 10



Monthly Permit Activity Summary

May 2024 From: (01/01/2024-05/31/24)

		2024		2023	
Group	Category	Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration	3	\$233,900.00	33	\$448,916.00
	Multi-Family, Demolition	1	\$13,000.00		
	Multi-Family, Foundation Only	1	\$680,000.00	1	\$50,000.00
	Multi-Family, New Multi-Unit Residential	1	\$2,000,000.00	4	\$8,940,000.00
	Multi-Family, Repair	4	\$700,892.00	1	\$619,021.00
	Residential, Accessory Structure	57	\$2,628,574.00		
	Residential, Addition / Alteration	42	\$2,962,284.70	107	\$7,422,804.00
	Residential, Carport	15	\$127,438.51	32	\$226,425.57
	Residential, Demolition	11	\$102,500.00	31	
	Residential, Fire Repair			46	\$4,417,476.00
	Residential, Manufactured Home	3	\$50,000.00	10	\$1,488,826.00
	Residential, Manufactured Home Replacement			5	\$464,900.00
	Residential, New Single Family Dwelling	186	\$74,238,246.15	364	\$142,749,195.00
	Residential, New Two Family (duplex)	2	\$1,170,000.00	8	\$1,334,512.00
	Residential, Pool	38	\$3,689,667.00		
	Residential, Repair	11	\$878,221.00		
	Residential, Solar	48	\$1,565,115.68	238	\$7,860,681.83
	Residential, Storage Building			139	\$5,695,401.96
	Residential, Storm Shelter	137	\$571,670.00	340	\$1,369,648.00
	Residential, Swimming Pool			97	\$8,675,680.00
	Total	560	\$91,611,509.04	1,456	\$191,763,487.36
NON-RESIDENTIAL	Commercial, Addition / Alteration	56	\$21,494,900.00	125	\$60,201,370.00
	Commercial, Demolition	9	\$295,000.00	7	
	Commercial, Fire Repair			4	\$2,375,000.00
	Commercial, Foundation Only	1	\$500,000.00		
	Commercial, New Commercial Building	15	\$14,169,265.00	33	\$110,625,200.00
	Commercial, New Foundation			3	\$1,930,000.00
	Commercial, New Shell Building			3	\$1,965,000.00
	Commercial, Parking Lot			5	\$438,700.00
	Commercial, Pool	1	\$250,000.00		
	Commercial, Repair	30	\$9,484,604.86		
	Commercial, Solar	1	\$524,405.00		
	Commercial, Temporary Bldg./Const Trailer			25	\$326,580.00
	Institutional, Addition / Alteration	1	\$2,300,000.00		
	Institutional, Fire	2	\$33,330.00		
	Total	116	\$49,051,504.86	205	\$177,861,850.00
OTHER ACTIVITY	# of New Dwelling Units	153			
	All Field Inspections	10,909		25,516	
	Certificate of Occupancy (CO)	119		1,116	
	Demo # of Dwelling Units	17			
	Demolition	2	\$33,000.00		
	Electrical Permit	171		1,730	
	Garage Sale	278		683	
	Mechanical Permit	310		1,716	
	Paving (PRIVATE PROPERTY)	28	\$222,567.00	92	\$945,375.00
	Plumbing Permit	389		1,837	
	Public Works	82	\$1,173,659.49		
	Sign	122	\$249,465.00	503	
	Structure Moving			23	
	Temporary Structure	5			
	Variances - PD	1			
	Water Well			29	
	Total	12,586	\$1,678,691.49	33,245	\$945,375.00
Total		13,269	\$142,341,705.39	34,906	\$370,570,712.36

*Updated reporting - some categories combined and some fields added



May 2024 Non-Residential Permit Activity

Reporting Code	Permit Number	Date Issued	Valuation	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Tenant
Commercial New Building	PRNR202401221	2024-05-01	\$1,500,000.00	2920 CLASSEN BLVD	3400	C-2	7	CEDARWOOD ADDITION SECTION 2	EDNA LUMBER COMPANY, INC.	WHATABURGER #1511 RESTAURANT
	PRNR202401530	2024-05-07	\$1,000,000.00	2941 ADAMS RD	5518	C-2	8	FRANKLIN BUSINESS PARK 3	LANDMARK FINE HOMES, L.P.	MULTIPLE TENANTS
	PRNR202400200	2024-05-29	\$800,000.00	560 MERCHANT DR	6736	C-2	2	RIEGER 2006	C.A. MCCARTY CONSTRUCTION	REIGER LLC OFFICE BLD
	PRNONR202202153	2024-05-31	\$37,500.00	2601 PARKWAY DR	36191	C-2	2	PARK CENTRAL ADD	CROSSLAND CONSTRUCTION CO	LANDERS CDJR
Commercial Addition /	4		\$3,337,500.00							
	PRAD202401340	2024-05-01	\$60,000.00	720 RESEARCH PARK BLVD	4500	I-1	8	NORMAN RESEARCH PARK	TC GRISSOM BUILDING CO.	KAIZEN PERFORMANCE TRAINING
	PRAD202401832	2024-05-08	\$2,125,000.00	850 ED NOBLE PKWY	4762	C-2	3	PARKWAY PLAZA ADD SEC 3 REPLAT	HOME DEPOT	HOME DEPOT
	PRNALT202304879	2024-05-09	\$4,000,000.00	728 S FLOOD AVE	6935	R-1	4	LANDT'S SEC ADD	MANHATTAN CONSTRUCTION	MCKINLEY ELEMENTARY
	PRNALT202304878	2024-05-09	\$1,000,000.00	728 S FLOOD AVE	1649	R-1	4	LANDT'S SEC ADD	MANHATTAN CONSTRUCTION	MCKINLEY ELEMENTARY
	PRNALT202304882	2024-05-09	\$5,825,000.00	1601 MCGEE DR	7991	CCFB	4	WESTLAND ADD	MANHATTAN CONSTRUCTION	MONROE ELEMENTARY
	PRAD202401561	2024-05-10	\$400,000.00	126 W MAIN ST	6083	CCFB	4	ORIGINAL TOWN	RODRIGUEZ, JOSE	TAMASHII RAMEN
	PRAD202401645	2024-05-14	\$145,000.00	3300 HEALTHPLEX PKWY	243	PUD	8	REPLAT NRH MED PARK WEST SEC 2	GOLDSBY CONSTRUCTION	NRH-NURSERY
	PRAD202400962	2024-05-14	\$2,300,000.00	3300 HEALTHPLEX PKWY	2450	PUD	8	NRH MEDICAL PARK WEST 2 REPLAT	MANHATTAN CONSTRUCTION	NRH-EP LAB & EXAM ROOM RM
	PRAD202401622	2024-05-16	\$50,000.00	700 24TH AVE SW	300	RM-6	2	PEPPERTREE	HARALSON RENOVATION-SAM H	BLOOM & TINSLEY DENTAL
	PRAD202402045	2024-05-17	\$22,500.00	720 RESEARCH PARK BLVD	1500	I-1	8	NORMAN RESEARCH PARK	TC GRISSOM BUILDING CO.	EQUITY REALTY
	PRAD202402044	2024-05-17	\$22,500.00	720 RESEARCH PARK BLVD	1500	I-1	8	NORMAN RESEARCH PARK	TC GRISSOM BUILDING CO.	EQUITY REALTY
	PRAD202305216	2024-05-21	\$200,000.00	2015 INDUSTRIAL BLVD	18500	I-2	8	NORMAN INDUSTRIAL TRACT	ARROWHEAD INDUSTRIES, INC	STRONGPOINT AUTOGROUP
	PRAD202401688	2024-05-22	\$180,000.00	1432 24TH AVE NW	1494	PUD	8	UNIVERSITY NORTH PARK SEC. 1	ORIGINAL RESTORATIONS, LL	MENCHIE'S FROZEN YOGURT
	PRAD202400466	2024-05-28	\$310,000.00	351 E ROBINSON ST	3476	C-2	8	NORMAN ACRES REPLAT OF PRT OF LT 1 BLK 1 AND S 7.5	RIOS, JASMINE	MCDONALDS
	PRAD202402100	2024-05-28	\$128,000.00	1673 24TH AVE NW	2949	PUD	8	RPL 2B 2 UNIV NORTH PARK SEC V	HALEY DEAN CONSTRUCTION	T-MOBILE
Commercial New	PRAD202401803	2024-05-31	\$200,000.00	1485 ALAMEDA ST	7785	C-2	6	LAKEVIEW TERRACE	TC GRISSOM BUILDING CO.	CHAOS FACTORY NORMAN
	16		\$16,968,000.00							
	PRFO202401671	2024-05-09	\$500,000.00	2501 TECHNOLOGY PL	19800	PUD	Ward 5	NORMAN BUSINESS PARK	GOLDSBY CONSTRUCTION	CHASM ADVANCED MATERIALS-
Total	1		\$500,000.00							
	21		\$ 20,805,500.00							



May 2024 Non-Residential Permit Activity

Reporting Code	Count	Valuation
Commercial, New Commercial Building	4	\$3,337,500.00
Commercial, Addition / Alteration	16	\$16,968,000.00
Commercial, New Foundation	1	\$500,000.00
Total	21	\$20,805,500.00



May 2024 Residential Permit Activity

Reporting Code	Permit Number	Date Issued	Valuation	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor Tenant
Residential, New Single Family Dwelling	PRSF202401512	2024-05-02	\$2,000,000.00	4250 48TH AVE NW	8611	PUD	3	RED SKY RANCH 1	GBH DESIGNS
	PRSF202401898	2024-05-03	\$638,960.00	5805 DIXON ST	7627	RE	5	PRIDE #130	HAMIL, JOE
	PRSF202401728	2024-05-03	\$620,895.00	3304 TUCKER TRL	5089	A-2	5	LITTLE RIVER ESTATES COS	K & B HOMES, LLC
	PRSF202401732	2024-05-03	\$500,000.00	1750 60TH AVE SE	4799	A-2	5	NOT SUBDIVIDED	Jim Pitt
	PRSF202401780	2024-05-06	\$234,640.00	3804 CASSIDY DR	2440	PUD	8	FLINT HILLS SEC. 1	IDEAL HOMES OF NORMAN, LP
	PRSF202401783	2024-05-06	\$224,280.00	3800 CASSIDY DR	2364	PUD	8	FLINT HILLS SEC. 1	IDEAL HOMES OF NORMAN, LP
	PRSF202401949	2024-05-07	\$380,000.00	3719 HARDY DR	3195	PUD	8	SPRINGS AT FLINT HILLS SEC. 1	LANDMARK FINE HOMES, LP.
	PRSF202401950	2024-05-07	\$450,000.00	3723 HARDY DR	2883	PUD	8	SPRINGS AT FLINT HILLS SEC. 1	LANDMARK FINE HOMES, LP.
	PRSF202401945	2024-05-07	\$680,000.00	4501 NORTHFIELDS ST	4696	R-1	8	CARRINGTON PLACE ADD. SEC. 14	LANDMARK FINE HOMES, LP.
	PRSF202401947	2024-05-07	\$400,000.00	3718 HARDY DR	3136	PUD	8	SPRINGS AT FLINT HILLS SEC. 1	LANDMARK FINE HOMES, LP.
	PRSF202302738	2024-05-07	\$750,000.00	1221 HONEYBEE CT	7102	PUD	6	FROST CREEK	SMITH, RODNEY
	PRSF202401582	2024-05-08	\$900,000.00	4533 BELLINGHAM LN	6105	R-1	8	CARRINGTON PLACE 14	C.A. MCCARTY CONSTRUCTION
	PRSF202401859	2024-05-08	\$181,580.00	2306 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
	PRSF202401860	2024-05-08	\$207,200.00	2302 WOLFORD CT	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
	PRSF202401856	2024-05-08	\$210,420.00	2039 DELPHINE DR	1767	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
	PRSF202401857	2024-05-08	\$233,100.00	2314 WOLFORD CT	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
	PRSF202401858	2024-05-08	\$207,200.00	2310 WOLFORD CT	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
	PRSF202401795	2024-05-14	\$365,000.00	3117 BIRMINGHAM DR	2795	R-1	5	ST JAMES PARK SEC 5	RUSSELL WADE HOMES LLC
	PRSF202401794	2024-05-14	\$365,000.00	3113 BIRMINGHAM DR	2793	R-1	5	ST. JAMES PARK SEC 5	RUSSELL WADE HOMES LLC



May 2024 Residential Permit Activity

PRSF202402048	2024-05-14	\$262,500.00	2506 CHARLTON DR	2867	R-1	5	ST. JAMES PARK SEC 5	R & R HOMES, LLC
PRSF202401877	2024-05-15	\$357,000.00	13699 E CEDAR LANE RD	3318	A-2	5	NOT SUBDIVIDED	LANDERS, MARK A.
PRSF202401980	2024-05-15	\$308,800.00	2800 HENSLEY RD	2256	A-2	5	H & L 9 COS	UNITED BUILT HOMES, LLC.
PRSF202400825	2024-05-16	\$181,580.00	3409 CLAIRE CT	3200	A-2	5	LITTLE RIVER ESTATES SURVEY	WAGNER, TARAN L & GRACE E
PRSF202402102	2024-05-16	\$292,000.00	3923 LLEYTON DR	1905	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.
PRSF202402104	2024-05-16	\$270,000.00	3919 LLEYTON DR	1695	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.
PRSF202402105	2024-05-16	\$317,000.00	3915 LLEYTON DR	1975	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.
PRSF202402182	2024-05-17	\$275,000.00	2220 WOLFORD CT	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
PRSF202402187	2024-05-17	\$275,000.00	2208 WOLFORD CT	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
PRSF202402179	2024-05-17	\$181,580.00	2224 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
PRSF202402027	2024-05-17	\$304,500.00	1905 OAKVILLE PL	3139	R-1	5	SUMMIT VALLEY ADD. SEC. 3	DP GAMBLE HOMES INC
PRSF202401963	2024-05-17	\$273,560.00	2005 OAKVILLE PL	2872	R-1	5	SUMMIT VALLEY ADD. SEC. 3	DP GAMBLE HOMES INC
PRSF202402184	2024-05-17	\$244,168.00	2216 WOLFORD CT	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
PRSF202402114	2024-05-20	\$300,000.00	2713 DUNHAM DR	2704	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.
PRSF202402112	2024-05-20	\$300,000.00	2909 SUMMIT HOLLOW CIR	2835	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.
PRSF202402115	2024-05-20	\$300,000.00	2821 DUNHAM DR	2702	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.
PRSF202402211	2024-05-21	\$239,120.00	4101 LYNFORD LN	2239	R-1	5	BELLATONA SEC 4	HOME CREATIONS, INC
PRSF202402159	2024-05-21	\$640,000.00	3908 YELLOWSTONE DR	4126	PUD	6	PINE CREEK ADD	LANDMARK FINE HOMES, LP.
PRSF202402197	2024-05-21	\$240,800.00	4100 LYNFORD LN	2247	R-1	5	BELLATONA 4	HOME CREATIONS, INC.
PRSF202402186	2024-05-22	\$223,000.00	2212 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA.
PRSF202402101	2024-05-23	\$524,657.15	3832 LEGACY DR	3774	PUD	6	VINTAGE CREEK ADDITION	MAPLE HILL DESIGNS



May 2024 Residential Permit Activity

PRSF202402332	2024-05-24	\$299,040.00	1424 COUNCIL GROVE ST	2786	PUD	8	FLINT HILLS SEC. 1	IDEAL HOMES OF NORMAN, LP
PRSF202400328	2024-05-28	\$405,600.00	465 ELM AVE	2805	SPUD	4	ELMWOOD	LAW CONSTRUCTION (CONTRAC
PRSF202401874	2024-05-28	\$1,200,000.00	2508 Highbury DR	4826	PUD	8	VILLAS AT ASHTON GROVE, SEC. 1	BYRD BUILDING CONSULTING
PRSF202402285	2024-05-28	\$340,000.00	8707 RIDGEVIEW DR	3403	RE	5	TIMBERLAKE ESTATES	SWM & SONS, INC
PRSF202402409	2024-05-29	\$720,000.00	4521 BELLINGHAM LN	5226	R-1	8	CARRINGTON PLACE ADD. SEC. 14	LANDMARK FINE HOMES, LP.
PRSF202402421	2024-05-29	\$245,420.00	3735 CASSIDY DR	1753	PUD	8	FLINT HILLS SEC. 1	IDEAL HOMES OF NORMAN, LP
46		\$19,068,600.15						
PRSS202401917	2024-05-01	\$4,500.00	203 WILLOWAY DR	28	RM-6	3	WILLOWAY EST	GROUND ZERO SHELTERS (CON
PRSS202401908	2024-05-01	\$4,500.00	7707 E POST OAK RD	35	A-2	5	NOT SUBDIVIDED	GROUND ZERO SHELTERS
PRSS202401900	2024-05-01	\$4,500.00	3620 VINTAGE CREEK DR	32	PUD	6	VINTAGE CREEK ADDITION	STORM SAFE SHELTER, LLC
PRSS202401925	2024-05-01	\$4,750.00	621 SHADOW VIEW CT	28	R-1	3	SHADOWRIDGE ADD #2	FLAT SAFE TORNADO SHELTER
PRSS202401938	2024-05-02	\$3,000.00	3116 OLD FRISCO RD	21	PUD	8	GREENLEAF TRAILS ADD. SEC. 8	FLAT SAFE TORNADO SHELTER
PRSS202401890	2024-05-03	\$3,700.00	327 MERKLE DR	24	R-1	2	WESTWOOD EST SFP	FLAT SAFE TORNADO SHELTER
PRSS202401971	2024-05-06	\$3,900.00	615 SEDONA DR	28	PUD	6	RED CANYON RANCH SEC. 5	FLAT SAFE TORNADO SHELTER
PRSS202402002	2024-05-07	\$2,550.00	3031 WISTER RD	23	PUD	8	GREENLEAF TRAILS ADD. SEC. 11	STORM SAFE SHELTER, LLC
PRSS202402000	2024-05-08	\$4,595.00	4318 WAKEFIELD CT	46	R-1	3	BROOKHAVEN 5TH	GROUND ZERO SHELTERS
PRSS202401970	2024-05-08	\$3,800.00	2221 NATCHEZ DR	22	R-1	1	COLONIAL EST # 9	GROUND ZERO SHELTERS
PRSS202401972	2024-05-08	\$3,700.00	3614 QUAIL DR	28	R-1	3	RIVER OAKS SEC 1	GROUND ZERO SHELTERS (CON
PRSS202401969	2024-05-08	\$2,800.00	2123 ARCADY AVE	23	R-1	5	BELLATONA ADD. SEC. 3	STORM SAFE SHELTER, LLC
PRSS202402024	2024-05-08	\$3,995.00	509 ALOMADO ST	24	R-1	7	EAGLE CLIFF SOUTH SEC. 5	GROUND ZERO SHELTERS
PRSS202401967	2024-05-08	\$2,800.00	2209 ARCADY AVE	23	R-1	5	BELLATONA ADD. SEC. 3	STORM SAFE SHELTER, LLC

Residential,
Storm Shelter



May 2024 Residential Permit Activity

PRSS202402030	2024-05-09	\$4,700.00	3814 CEDARBROOK CT	24	R-1	3	BROOKHAVEN 12TH	BE SAFE STORM SHELTERS LL
PRSS202402055	2024-05-09	\$4,595.00	1223 CRUCE ST	35	R-1	2	HERTHERINGTON HEIGHTS 2ND ADD	GROUND ZERO SHELTERS
PRSS202402054	2024-05-09	\$2,895.00	3505 MOUNT MITCHELL LN	24	PUD	8	SPRINGS AT GREENLEAF TRAILS 1	GROUND ZERO SHELTERS
PRSS202402036	2024-05-09	\$5,850.00	4305 GOLDEN OAKS CIR	40	R-1	3	QUAILBROOK ADD #6	FLAT SAFE TORNADO SHELTER
PRSS202402062	2024-05-10	\$3,150.00	3000 MARIGOLD TRL	48	R-1	2	TRAILS ADD #3	FLAT SAFE TORNADO SHELTER
PRSS202402108	2024-05-13	\$2,500.00	3919 LLEYTON DR	28	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC
PRSS202402109	2024-05-13	\$2,500.00	3923 LLEYTON DR	28	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC
PRSS202402107	2024-05-14	\$2,500.00	3915 LLEYTON DR	28	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC
PRSS202402118	2024-05-14	\$6,000.00	3021 SUMMIT CROSSING PKWY	40	R-1	1	SUMMIT LAKES ADD. SEC. 6	STORM SAFE SHELTER, LLC
PRSS202402111	2024-05-14	\$3,300.00	3325 CHARDONNAY LN	28	PUD	6	CHARDONNAY AT THE VINEYARD 1	OKLAHOMA SHELTERS (CONTRA
PRSS202402145	2024-05-14	\$4,400.00	705 SHADOWLAKE RD	40	R-1	6	SHADOWLAKE ADD., SEC. 5	OKLAHOMA SHELTERS (CONTRA
PRSS202402037	2024-05-14	\$5,000.00	1605 HIGH MEADOWS DR	35	R-1	6	HIGH MEADOWS ADD #4	GROUND ZERO SHELTERS
PRSS202402171	2024-05-15	\$4,500.00	4008 HACKNEY WICK CT	22	R-1	8	CARRINGTON PLACE ADD. SEC. 12	GROUND ZERO SHELTERS
PRSS202402213	2024-05-16	\$3,150.00	2700 BARRY SWITZER AVE	48	R-2	2	ROLLING HILLS ESTATES #2	FLAT SAFE TORNADO SHELTER
PRSS202402210	2024-05-16	\$3,150.00	2900 MARIGOLD TRL	48	R-1	2	TRAILS ADD #3	FLAT SAFE TORNADO SHELTER
PRSS202402160	2024-05-16	\$5,000.00	3908 YELLOWSTONE DR	24	PUD	6	PINE CREEK ADD	LANDMARK FINE HOMES, LP.
PRSS202402270	2024-05-20	\$6,250.00	4400 WARRINGTON WAY	25	R-1	8	CARRINGTON PLACE ADDITION	STORM SAFE SHELTER, LLC
PRSS202402262	2024-05-20	\$3,900.00	2208 NORWOOD DR	35	R-1	5	BELLATONA ADD. SEC. 2	OKLAHOMA SHELTERS (CONTRA
PRSS202402304	2024-05-21	\$3,750.00	404 LONE OAK DR	35	R-1	6	ROYAL OAKS ADD. SEC. 9	STORM SAFE SHELTER, LLC
PRSS202402315	2024-05-22	\$4,600.00	4409 HIDDEN HILL RD	28	R-1	3	BROOKHAVEN 17TH	FLAT SAFE TORNADO SHELTER
PRSS202402331	2024-05-23	\$3,800.00	2830 48TH AVE NE	35	A-2	5	NOT SUBDIVIDED	STORM SAFE SHELTER, LLC



May 2024 Residential Permit Activity

PRSS202402335	2024-05-23	\$3,750.00	2913 SUMMIT TERRACE DR	35	R-1	1	SUMMIT LAKES ADD. SEC. 8	STORM SAFE SHELTER, LLC
PRSS202402322	2024-05-23	\$3,700.00	2309 KIMBALL DR	24	R-1	5	ST. JAMES PARK SEC. 6	FLAT SAFE TORNADO SHELTER
PRSS202402264	2024-05-24	\$4,900.00	1302 144TH AVE SE	55	RE	5	THUNDERBIRD HILLS	OKLAHOMA SHELTERS (CONTRA
PRSS202402364	2024-05-24	\$4,600.00	1213 LOMA DR	32	R-1	3	COUNTRY CLUB EST W/LLA	STORM SAFE SHELTER, LLC
PRSS202402407	2024-05-28	\$5,500.00	4521 BELLINGHAM LN	35	R-1	8	CARRINGTON PLACE ADD. SEC. 14	STORM SAFE SHELTER, LLC
PRSS202402375	2024-05-28	\$3,900.00	2514 SUMMIT CROSSING PKWY	28	R-1	1	SUMMIT LAKES 11	OKLAHOMA SHELTERS (CONTRA
PRSS202402394	2024-05-28	\$4,500.00	3437 JUSTICE CT	35	R-1	8	PRAIRIE CREEK ADD	OKLAHOMA SHELTERS (CONTRA
PRSS202402417	2024-05-28	\$4,600.00	1719 HOLLYWOOD AVE	35	R-1	2	WESTLAND ADD	STORM SAFE SHELTER, LLC
PRSS202402424	2024-05-28	\$5,850.00	4108 COLCHESTER CT	35	R-1	3	BROOKHAVEN 21A	FLAT SAFE TORNADO SHELTER
PRSS202402426	2024-05-29	\$2,900.00	216 BULVERDE DR	31	PUD	6	LITTLE RIVER TRAILS ADD SEC. 3	GROUND ZERO SHELTERS
45		\$182,780.00						
PRAD202401834	2024-05-02	\$100,000.00	7730 VISTA SPRINGS DR	900	RE	5	VISTA SPRINGS EST. ADD. SEC. 1	STUDIO TATUM, LLC. TATUM,
PRAD202401821	2024-05-02	\$36,245.00	4018 NORTHRIDGE RD	269	R-1	3	BROOKHAVEN 4TH	SUNROOMS & MORE
PRAD202402204	2024-05-20	\$50,000.00	427 PARK DR	772	CCFB	4	PARKVIEW ADD	EISEL ROOFING & CONSTRUCT
PRAD202402278	2024-05-24	\$65,000.00	14996 E INDIAN HILLS RD	2432	A-2	5	NOT SUBDIVIDED	STRAIGHTLINE CONTRACTORS
PRAD202402233	2024-05-24	\$100,000.00	505 MEADOW PARK DR	2202	R-1	2	MEADOW PARK ADD	LEDGERWOOD, STEVEN
PRRALT202304797	2024-05-30	\$20,000.00	626 E COMANCHE ST	714	R-2	4	NORMAN OT	TOTAL HOME CONSTRUCTION
PRAD202402441	2024-05-31	\$5,000.00	3160 MIDLAND VALLEY ST	546	PUD	8	GREENLEAF TRAILS ADD. SEC. 1	IDEAL HOMES OF NORMAN, LP
7		\$376,245.00						
PRCP202401617	2024-05-20	\$4,000.00	211 E DAWES ST	400	R-3	4	NORMAN OT	FREDGREN, TOM
PRCP202402365	2024-05-30	\$3,359.00	1305 COLUMBIA CIR	340	R-1	1	COLONIAL EST # 4	SANCHEZ, BLANCA

Residential,
Addition /
Alteration

Residential,
Car Port



May 2024 Residential Permit Activity

Residential,
Storage
Building

PRCP202402423	2024-05-30	\$5,150.00	1021 MOBILE CIR	400	R-1	1	COLONIAL EST # 2	TITAN BUILDING CO
3		\$12,509.00						
PRAB202401881	2024-05-02	\$200,000.00	9105 CHARMEE SANDEE LN	2000	A-2	5	PATA AIR ESTATES COS	BROOKS, MATTHEW
PRAB202401758	2024-05-02	\$10,000.00	414 DAKOTA ST	240	R-1	4	NORMAN HEIGHTS ADD	FREDGREN, TOM
PRAB202401863	2024-05-02	\$55,000.00	305 60TH AVE NE	2400	A-2	5	TIMS ESTATES COS	FRY, CHESTER G IV & REBEK
PRAB202401822	2024-05-03	\$3,000.00	3013 BIRMINGHAM DR	120	R-1	5	ST JAMES PARK SEC 5	Travis Thomas
PRAB202401850	2024-05-03	\$1,200.00	1119 BALD EAGLE DR	168	RM-2	7	EAGLE CLIFF ADDITION SEC. 11	SHEPPARD CONCRETE
PRAB202401927	2024-05-09	\$90,000.00	3904 EVIANA LN	2400	A-2	5	ECHAD WAY COS	CONWAY, MAT
PRAB202401986	2024-05-10	\$13,000.00	4306 LORINGS CIR	23	R-1	8	CARRINGTON PLACE ADD. SEC. 11	PMH CONSTRUCTION, LLC.
PRAB202400663	2024-05-14	\$125,000.00	3300 BLACKBIRD LN	1075	PUD	6	FROST CREEK	LANDMARK FINE HOMES, LP.
PRAB202401866	2024-05-14	\$7,500.00	1301 48TH AVE NE	320	A-2	5	SNIDER ACRES II COS	BARRY KAMRON BALLARD
PRAB202401138	2024-05-17	\$40,000.00	703 N FINDLAY AVE	1200	R-1	4	ELLIOTT	COLLINS, JULIAN
PRAB202402157	2024-05-17	\$48,000.00	14350 OTIS LN	1600	A-2	5	HIDDEN FOREST ADD. PHASE 2 COS	SCOTT ALFORD
PRAB202402152	2024-05-20	\$20,000.00	2900 SOUTHAMPTON DR	336	R-1	5	ST. JAMES PARK SEC. 6	BE SAFE STORM SHELTERS LL
PRAB202401618	2024-05-21	\$70,000.00	4307 MAE BELLE CT	2100	A-2	5	JOHN DALTON RIDGE COS 2021-15	ORTEGA, VICTOR
PRAB202402034	2024-05-22	\$20,000.00	4301 WAYSIDE DR	720	RE	7	INDIAN SPRINGS EST	MORAN, JOSEPH PATRICK & K
PRAB202402042	2024-05-22	\$10,000.00	2134 JACKSON DR	400	R-1	6	CRESTLAND ESTATES 2ND	SHIELDS, KYONG A-TRTEE
PRAB202400866	2024-05-28	\$50,000.00	6106 ALAMEDA ST	768	R-1	5	NOT SUBDIVIDED	ALDRIDGE, KEVIN & JULIE
PRAB202402354	2024-05-30	\$25,000.00	4310 HUNTERS HILL RD	320	R-1	3	BROOKHAVEN 5TH	S.H. VAUGHN CONSTRUCTION
PRAB202402136	2024-05-31	\$12,000.00	1024 CRUCE ST	349	R-1	4	PICKARD ACRES	JOE T VAUGHN
PRAB202400404	2024-05-31	\$30,000.00	4601 HIGHLAND LAKE DR	523	RE	5	HIGHLAND HILLS SEC 3	BE SAFE STORM SHELTERS LL



May 2024 Residential Permit Activity

19									
PRDB202401942	2024-05-08	\$829,700.00	2820 DALEWOOD PL	2058	R-1	5	EAST RIDGE SEC 3	BRUNK, JASON R	
PRDB202402121	2024-05-13	\$10,000.00	1013 W SYMMES ST	100	R-1	4	WEST PARK ADD	DAVIS, ROSS ALLEN & TERESA	
PRDB202401958	2024-05-16	\$150,000.00	1502 DENISON DR	1800	R-1	2	WOODSLAWN 3RD ADD	COPELAND, SCOTT	
3									
		\$228,500.00							
PRPO202401797	2024-05-01	\$57,000.00	1421 CHERRY LAUREL DR	800	R-1	2	COLLEGE MANOR	COUNTRY LEISURE	
PRPO202401906	2024-05-03	\$129,000.00	2314 HIDDEN LAKE DR	1004	RE	8	HIDDEN LAKE EST #2	SIGNATURE CUSTOM POOLS	
PRPO202401896	2024-05-06	\$95,755.00	4409 LAS COLINAS LN	480	R-1	8	LAS COLINAS ADD. SEC. 1	ARTISTIC POOLS (CONTRACTO	
PRPO202401827	2024-05-10	\$125,000.00	2808 HAMDEN AVE	1270	R-1	8	HIGHLAND VILLAGE ADD. SEC. 10	CREATIVE POOLS LLC	
PRPO202402050	2024-05-14	\$65,442.00	7801 96TH AVE NE	1320	A-2	5	STELLA ACRES COS	AQUAMARINE POOLS	
PRPO202402153	2024-05-17	\$91,000.00	709 FOX HOLLOW DR	723	PUD	6	VINTAGE CREEK ADDITION	ARTISTIC POOLS	
PRPO202402020	2024-05-20	\$107,950.00	2625 BERRY FARM RD	1600	PUD	8	SFP-1314-2 ASHTON GROVE SEC. 2	FOX POOLS OF CENTRAL OK	
PRPO202401358	2024-05-23	\$6,000.00	1304 SAWGRASS DR	540	R-1	7	COBBLESTONE CREEK 4	AARON CRUZ	
PRPO202402316	2024-05-29	\$87,408.00	3104 VENICE CT	834	PUD	1	SIENA SPRINGS ADD. SEC. 1	THOMPSON POOL & PATIO	
9									
		\$764,555.00							
PRSO202401933	2024-05-02	\$50,000.00	7950 120TH AVE NE	0	A-2	5	NOT SUBDIVIDED	OKIE SOLAR	
PRSO202402074	2024-05-16	\$30,000.00	3217 GREENWOOD DR	0	R-1	8	CROSSROADS WEST #2	EIGHTTWENTY	
PRSO202402096	2024-05-16	\$16,382.00	2605 TOWRY DR	0	R-1	8	HAWTHORNE PLACE 3RD ADD	EIGHTTWENTY	
PRSO202402161	2024-05-16	\$37,700.00	603 INVERNESS CT	0	R-1	3	BROOKHAVEN 11TH	SOLAR POWER OF OKLAHOMA	
PRSO202402311	2024-05-28	\$21,000.00	109 N FINDLAY AVE	0	R-2	4	NORMAN, O T	EIGHTTWENTY	
PRSO202402310	2024-05-29	\$49,000.00	910 120TH AVE SE	0	A-2	5	GORDONS ACRES COS	CLEAN RESIDENTIAL ENERGY	

Residential,
Fire Repair

Residential,
Swimming
Pool

Residential,
Solar



May 2024 Residential Permit Activity

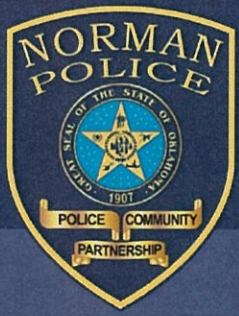
	PRSO202402351	2024-05-29	\$12,453.27	1309 TARMAN CIR	0	R-1	4	LINCOLN TERRACE ADD	TEC SOLAR
	PRSO202402360	2024-05-29	\$47,980.00	831 WILLOW LN	0	R-1	4	WILLOW BROOK ADD	EIGHTTWENTY
	PRSO202402356	2024-05-29	\$20,000.00	1108 WESTBROOKE TER	0	R-1	4	WESTBROOKE TERRACE	EIGHTTWENTY
	PRSO202402065	2024-05-31	\$20,000.00	524 W EUFAULA ST	0	R-1	4	WAGGONER'S T.R. FIRST ADD	EIGHTTWENTY
	PRSO202402488	2024-05-31	\$16,258.00	3844 APEX CT	0	RM-6	3	SUMMIT ADD	SHINE SOLAR DBA SHINE AIR
	11		\$320,773.27						
Paving (PRIVATE PROPERTY)	PRPV202401943	2024-05-03	\$7,675.00	2 BRYARWOOD PL	600	R-1	2	WESTWOOD ESTATES	APEX CONCRETE & CONSTRUCT
	PRPV202401847	2024-05-09	\$6,850.00	224 AMERICANA CT	675	R-1	8	CRYSTAL HEIGHTS #3	YANEZ, AMANDA
	PRPV202402099	2024-05-14	\$7,500.00	1502 IOWA ST	520	R-1	2	SUNSET ADD	B & H CONSTRUCTION
	PRPV202401515	2024-05-20	\$4,500.00	803 W BROOKS ST	426	R-1	4	LANDTS 2	AED CONSTRUCTION, LLC (CO
	PRPV202400722	2024-05-20	\$4,000.00	529 DAKOTA ST	817	R-1	4	NORMAN HEIGHTS	FREEDOM PAVEMENT SERVICES
	PRPV202402430	2024-05-31	\$5,500.00	906 MOUNT IRVING WAY	500	PUD	6	RED CANYON RANCH ADD. SEC. 7	YANEZ, AMANDA
	6		\$36,025.00						
Multi-Family, Addition / Alteration	PRAD202400267	2024-05-28	\$125,000.00	703 ASP AVE 2	4949	R-3	4	LARSH'S UNIVERSITY	BARNARD, FRANK
	PRAD202400267	2024-05-28	\$125,000.00	703 ASP AVE 3	4949	R-3	4	LARSH'S UNIVERSITY	BARNARD, FRANK
	PRAD202400267	2024-05-28	\$125,000.00	703 ASP AVE 1	4949	R-3	4	LARSH'S UNIVERSITY	BARNARD, FRANK
	3		\$375,000.00						
Total			\$ 22,194,687.42						



May 2024 Residential Permit Activity

Reporting Code	Count	Valuation
Residential, New Single Family Dwelling	46	\$19,068,600.15
Residential, Storm Shelter	45	\$182,780.00
Residential, Addition / Alteration	7	\$376,245.00
Residential, Car Port	3	\$12,509.00
Residential, Storage Building	19	\$829,700.00
Residential, Fire Repair	3	\$228,500.00
Residential, Swimming Pool	9	\$764,555.00
Residential, Solar	11	\$320,773.27
Paving (PRIVATE PROPERTY)	6	\$36,025.00
Multi-Family, Addition / Alteration	3	\$375,000.00
Total	152	\$22,194,687.42

POLICE 11



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW



MAY | 2024

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2024	5-YEAR AVERAGE	2023
MURDER	0	0	0
SEXUAL ASSAULTS	13	17	26
ROBBERY	0	2	1
AGGRAVATED ASSAULTS	30	24	27
BURGLARY OF BUILDING	42	41	34
LARCENY/THEFT	190	223	207
MOTOR VEHICLE THEFT	28	31	31
ARSON	0	0	1
KIDNAPPING	4	2	1
FRAUD/FORGERY	67	101	80
DUI/APC	35	32	25
PUBLIC INTOXICATION	51	45	37
RUNAWAYS	48	35	70
DRUG VIOLATIONS	68	60	76
THREATS/HARASSMENT	33	47	46
VANDALISM	84	87	69
OTHER	636	611	667
TOTAL REPORTED OFFENSES	1,329	1,359	1,398
TOTAL ARRESTS:	749	692	721
PROTECTIVE CUSTODY:	91	96	90
TOTAL CASE REPORTS*	1,061	1,090	1,121
COLLISIONS	196	166	171
FATALITY	0	0	0
INJURY	65	50	40
NON-INJURY	131	115	131
NUMBER OF PEOPLE INJURED	98	72	64
CITATIONS & WARNINGS	2,568	2,436	2,942
TRAFFIC CITATIONS	1,100	900	832
TRAFFIC WARNINGS	781	1,069	1,214
PARKING CITATIONS & WARNINGS	681	466	896

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: UNAVAILABLE***

NON-EMERGENCY CALLS TAKEN: UNAVAILABLE***

TOTAL INCOMING CALLS: 23,998

TOTAL CALLS FOR SERVICE GENERATED: 12,481

POLICE CALLS FOR SERVICE: 8,474

OFFICER INITIATED: 3,385

CITIZEN INITIATED: 5,089

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,679

EMSSTAT: 2,328

Officer Initiated Calls for Service
3,385



INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 166

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 76

CASES CLOSED DURING REPORTING PERIOD: 522

CLEARED BY ARREST / WARRANT: 13

CLEARED BY EXCEPTION: 27

COP FOLLOW-UP: 3

DEACTIVATED: 384

DEACTIVATED DUE TO STAFFING: 10

MISSING PERSONS RECOVERED: 42

REFERRED INTERNALLY: 42

UNFOUNDED: 1

ANIMAL WELFARE

INTAKES: 229

LIVE RELEASES: 241

LIVE OUTCOME RATE: 91%

ANIMALS FOSTERED: 112

ANIMALS LICENSED: 83

VOLUNTEER HOURS: 130

RECORDS

CUSTOMER SERVICE CONTACTS: 2,469

IN-PERSON CONTACTS: 967

PHONE CONTACTS: 773

EMAIL CONTACTS: 729

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184

ACTUAL EMPLOYED: 167

AVAILABLE FOR ASSIGNMENT: 141**

AUTHORIZED NON-COMMISSIONED: 76

ACTUAL NON-COMMISSIONED: 68

AVAILABLE FOR ASSIGNMENT: 64**

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

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

***This data is temporarily unavailable due to the implementation of a new statewide 911 system.

Norman Animal Welfare Monthly Statistical Report

May 2024



IN SHELTER ANIMAL COUNTS

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	108	82	190	61	87	148	(42)	-22%
Ending	93	126	219	94	110	204	(15)	-7%

ANIMAL INTAKES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	116	119	235	113	118	231	(4)	-2%
Owner Relinquish	17	17	34	16	28	44	10	29%
Owner Intended Euth	0	0	0	5	0	5	5	#DIV/0!
Transfer In	0	0	0	0	0	0	0	#DIV/0!
Other Intakes*	15	5	20	4	1	5	(15)	-75%
Returned Animal	12	5	17	7	3	10	(7)	-41%
TOTAL LIVE INTAKES	160	146	306	145	150	295	(11)	-4%

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

OTHER STATISTICS

	2023		2024		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	#DIV/0!
Dog Collected (DOA)	0	0	1	1	1	#DIV/0!
Cat Collected (DOA)	0	0	0	0	0	#DIV/0!
Wildlife Transferred	3	3	0	0	(3)	-100%
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	0	0	2	2	2	#DIV/0!
Intake Pigs	0	0	0	0	0	#DIV/0!
Intake Other	1	1	3	3	2	200%
TOTAL OTHER ITEMS	4	4	6	6	2	50%

LENGTH OF STAY (DAYS)

	2023	2024
Dog	13.2	17.8
Puppy	12.8	10.6
Cat	13.4	10.8
Kitten	4.5	4.6

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	158	22	0	180

Norman Animal Welfare Monthly Statistical Report

May 2024



LIVE ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	58	57	115	58	89	147	32	28%
Return To Owner	39	5	44	37	6	43	(1)	-2%
Transferred Out	59	29	88	5	2	7	(81)	-92%
Returned to Field	0	0	0	0	14	14	14	#DIV/0!
Returned to Owner in Field	N/A	N/A	N/A	30	0	30		
TOTAL LIVE OUTCOMES	156	91	247	130	111	241	(6)	-2%

OTHER ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	2	3	0	2	2	(1)	-33%
Lost in Care	0	0	0	0	0	0	0	#DIV/0!
Shelter Euth	18	8	26	7	13	20	(6)	-23%
Owner Intended Euth	0	0	0	6	0	6	6	#DIV/0!
TOTAL OTHER OUTCOMES	19	10	29	13	15	28	(1)	-3%

TOTAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	156	91	247	130	111	241	(6)	-2%
Total Other Outcomes	19	10	29	13	15	28	(1)	-3%
TOTAL OUTCOMES	175	101	276	143	126	269	(7)	-3%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	4	11	0	15	75%
Medical - Injured	2	2	0	4	20%
Behavior - Aggressive	1	0	0	1	5%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	7	13	0	20	

MONTHLY LIVE RELEASE RATE

2023	2023
89.5%	91.6%

Live Outcomes / (Total Outcomes - Owner Int Euth)

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed four (4) Preliminary Plats and one (1) Short Form Plat for Planning Commission; one (1) Rural Certificate of Survey, two (2) Preliminary Plats, one (1) Final Plat, one (1) Easement and one (1) Alley Closure to City Council. The Development Engineer reviewed 24 sets of construction plans and four punch lists. There were 164 permits reviewed and/or issued. Fees were collected in the amount of \$6,452.16.

CAPITAL PROJECTS:

James Garner Phase 2 – Acres Street to Flood Avenue:

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

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

The project involves the following items:

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

As of the last pay application on 5/15/2024, 83% of the total contract amount has been expended. Through 5/15/24, 73% of the contract time had expired.

The contractor's activities this month were as follows:

- *Completed roundabout paving*
- *Began installing light fixtures along James Garner Avenue*
- *Completed bridge approach paving*
- *Continued ornamental fence construction along railroad right of way*
- *Began reconstruction of median and landscaping along Flood Avenue and in Roundabout*
- *Began final site grading near the water tower.*
- *Began installing trees*

Porter Avenue Streetscape – Alameda Street to Robinson Street:

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of nineteen transportation improvement projects. Two of the nineteen 2019 bond projects are the Porter Avenue and Acres Street Intersection Bond Project and the Porter Avenue Streetscape 2019 Bond Project. The Porter Avenue Streetscape 2019 Bond Project consists of design and construction of streetscape elements along the Porter Avenue corridor between Robinson Avenue on the north and Alameda Street on the south. The total construction cost for the project is approximately \$5.1 million. Of that, approximately \$2.8 million will be paid by federal grant. The remaining \$2.3 million will be paid for through the City of Norman 2019 Bond Program.

The Oklahoma Department of Transportation conducted a bid opening on October 20, 2022, for the Porter Avenue Streetscape 2019 Bond Project. The low bidder was SAC Services, Inc. of Oklahoma City, Oklahoma. ODOT awarded the project on November 7, 2022. *The project is expected to be complete in June 2024.* The

Monthly Progress Report

Public Works (May 2024)

Oklahoma Department of Transportation is administering the construction of this project, with the assistance of Atkins.

Proposed improvements include:

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

As of the last pay application on 4/30/2024, 91% of the total contract amount has been expended. Through 3/31/2024, 149% of the contract time has been expended.

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

The contractor's activities this month were as follows:

- Began installation of monuments and decorative lighting
- Began planting trees
- Continued cleanup of planting beds throughout project
- Installed electrical meter bases (awaiting inspection by City)

Sidewalk Programs:

FYE 2024 Sidewalk Concrete Projects. This project was awarded to Arroyo's Concrete LLC and is under construction. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Curbs and Sidewalks and Trials. This contract will be on going through June of 2024. This project has been updated to include 54 bus stop installations and/or modifications. As of 5/31/2024, 96% of the total contract amount has been expended and 90% of the contract time has been expended.

Rock Creek and Ward 7 Sidewalks. This project was awarded to Arroyo's Concrete LLC and is currently under construction. This contract includes sidewalk repairs and installation along W Rock Creek, College Avenue, George Street and US 77/Classen Boulevard. Construction is expected to be on going through June of 2024.

Lindsey Street Sidewalk Repair Project. This project is 80% funded through an ACOG grant and is currently in design with EST, 90% plans have been completed and are in review at this time. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along Lindsey Street from 12th Avenue SE to 24th Avenue SE on the north and south sides of Lindsey Street. Construction is anticipated to start in the winter of 2024.

12th Ave NE and W Brooks Street Sidewalk Project. This project is 80% funded through an ACOG grant and is currently in design with Garver, 30% plans have been received and are in review at this time. Once review is complete plans will be turned over to ODOT for review and to move the project along to the next phase. This project will include placement of sidewalks, ramps, and driveways along 12th Avenue NE from E Robinson Street to E Rock Creek Road and W Brooks Street from S Pickard Avenue to Wylie Road. Construction is anticipated to start in the winter of 2024.

Street Maintenance Bond Programs:

FYE 2024 Street Maintenance Bond – Urban Concrete 1

Urban Concrete Bid 1 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Nash Construction Company in the amount of \$1,340,825.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024.

The contractor mobilized on October 12, 2023. During May, the contractor completed work on 24th Ave NE between Robinson and Rock Creek and the intersection of Rock Creek and 24th Ave NE. The detour for the intersection worked well and no complaints were received from citizens. Work was also performed on Highland Parkway and South Pickard Avenue.

FYE 2024 Street Maintenance Bond – Urban Concrete 2

Urban Concrete Bid 2 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Arroyo's Concrete LLC in the amount of \$1,337,100.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024.

The contractor mobilized on October 13, 2023. During May, the contractor completed work in the eastbound lane of Boyd Street from 24th Avenue SW to Bud Wilkinson Drive SW. This work required closure of the eastbound lane and a posted detour.

FYE 2024 Street Maintenance Bond – Asphalt

Street Maintenance Bond Asphalt bids were opened January 28, 2024. Five bids were received and the contract was awarded on February 13, 2024, to Silver Star Construction Co., Inc. in the amount of \$1,028,500. The project includes asphalt milling and repaving on 3.1 miles of urban and rural streets. The contractor completed all asphalt paving during the month of May. Streets included 36th Ave NE from Franklin to Rock Creek, Normandy Park Drive, Osborne Drive, Westside Drive, Brooks Street, and Virginia Street. The contract also includes a limited amount of associated concrete repairs, which will be completed in June.

TRANSIT AND PARKING DIVISION

PUBLIC TRANSIT

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

The Go Norman Transit Plan was approved by resolution by Council on June 22, 2021. On December 13, 2022 Council approved a resolution to alter transit bus service as recommended in the Plan. The route changes were effective October 16, 2023 after many months of implementation work, including the remodel of 320 E. Comanche into the Norman Transit Center. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:

Go Norman Transit Plan: Vehicle Procurement

- The City is finalizing the purchase of 5 paratransit vans. After multiple delays due to supply chain issues, corrections to items that failed inspections, and warranty repair items, the first of these vehicles went into service on Monday April 29, 2024. The remaining vehicles are expected to be put into service one by one during the month of May. Below is background on this purchase:
 - On December 14, 2021 the City Council passed and adopted resolution R-2122-72 transferring \$346,703 from the Capital Fund Balance to be matched with \$122,812 available in the Public Transit and Parking Fund to be used to replace 5 paratransit vehicles in the Transit Fleet for a total of \$469,515. Due to ongoing supply chain issues the price of the vehicles had increased, however staff were able to identify additional FTA grant funding allocated to Norman to supplement the cost increase and decrease the amount of local match that was provided from the Public Transit and Parking Fund. Resolution R-2122-98 was approved by Council on March 8, 2022 transferring an additional \$149,454 to cover the cost increase. FTA grant OK-2020-026 was amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304 for a total cost of \$584,655.)
- The City is currently in the early stages of purchasing 6 CNG cutaway transit buses for the paratransit fleet. Staff are currently working on developing specifications for these vehicles and anticipate bringing a request to Council this spring for acceptance of the grant and procurement of these vehicles. Below is background on this purchase:
 - On April 11, 2023, Council approved Resolution R-2223-117 authorizing an application to the FTA's Bus and Bus Facilities (5339b) and Low- or No-Emissions Grants program to purchase 6 CNG cutaway transit buses for the paratransit fleet. The proposed cost share per bus is \$129,452 federal (75%) and \$43,151 local match (25%), resulting in \$172,603 total per bus. Thus the proposed cost

share for 6 cutaway buses is \$776,714 federal (75%) and \$258,904 local (25%), resulting in a \$1,035,618 total cost for 6 units. On June 26, 2023, the FTA awarded the City's grant application to purchase 6 CNG cutaway buses for fleet replacement without any changes.

Microtransit Pilot Program with Via Transportation – Norman On-Demand

- Following a study to determine the best plan for establishing a microtransit pilot program in the City of Norman, staff conducted a competitive bid process for a turnkey pilot program. The proposal from Via Transportation was determined to be the best suited to the needs of Norman. Contract K-2223-164 with Via Transportation was approved unanimously by council on June 27, 2023.
- After discovering the University of Oklahoma was interested in collaborating on microtransit services with the renewal of their SafeRide program, staff worked to amend the agreement with Via to include that collaboration. On August 8, 2023 Council approved both Amendment 1 to contract K-2223-164, and Contract K-2324-50 with the University of Oklahoma for microtransit services. Website updates and the end user app both went live on August 16, 2023 and the microtransit service, named Norman On-Demand, launched as planned on August 21, 2023.
- Staff presented an overview of the program with options for expansion and continuation to Councilmembers at the City Council Conference held on February 27, 2024.
- On April 23, 2024 Council approved amendments to contracts K-2223-164 (AMD2) and K-2324-50 (AMD1) providing for expansion of the existing program for the remainder of the current contract, through August 21, 2024. The expanded zone will enable riders to access areas west to 36th Avenue NW/SW from Tecumseh Road to Lindsey Street. This includes Ed Noble Parkway, Sooner Mall, Robinson Crossing, and more. This decision was made based on an evaluation of the most-requested new destinations by riders. These changes went into effect on May 1, 2024.
- Staff are continuing the preliminary work to continue and possibly expand the program for the 2025 fiscal year. More details can be found in the monthly performance report for this service, which is attached.

Transit Monthly Performance Reports

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

STREETS DIVISION

CAPITAL PROJECTS:

EAST FRANKLIN ROAD: 156TH AVENUE NE TO 144TH AVENUE NE

Streets crews worked a deep patch at East Franklin Road: 156th Avenue NE to 144th Avenue NE and required 168.82 tons of asphalt for the repair.

144TH AVENUE NE: FRANKLIN ROAD TO NORTH END

Streets crews worked a deep patch at 144th Avenue NE: Franklin Road to North End and required 182.83 tons of asphalt for the repair.

ASPHALT PROJECTS:

CONSTITUTION BRIDGE – DEEP PATCH

Streets crews worked a deep patch at Constitution Bridge and required 10.14 tons of asphalt for the repair.

GINGER DRIVE – DEEP PATCH

Streets crews worked a deep patch at Ginger Drive and required 30.22 tons of asphalt for the repair.

2225 LINDENWOOD LANE – DEEP PATCH

Streets crews worked a deep patch at 2225 Lindenwood Lane and required 15.15 tons of asphalt for the repair.

CONCRETE PROJECTS:

1917 ROSEBROOK COURT

Streets crews replaced concrete panels at 1917 Rosebrook Court. This repair required 19 cubic yards of concrete and resulted in over 69 square yards repaired.

1833 DANFIELD DRIVE

Monthly Progress Report

Public Works (May 2024)

Streets crews replaced curb & gutter at 1833 Danfield Drive. This repair required 9 cubic yards of concrete and resulted in over 33 square yards repaired.

ROADSIDE OPERATIONS:

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 6.09 tons of asphalt was utilized in routine pothole patching operations.

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During May, 2024, 361 miles of rural rights-of way and 2,507,577 sq. ft. of urban rights-of-way were mowed.

STORMWATER DIVISION

CAPITAL PROJECTS:

WORK ORDER RESPONSE

Stormwater Division received 9 work order requests and closed 9 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance Crew

- Raised an inlet structure at 960 Nebraska Street.
- Sealed leaking pipe joints at 1209 Monterey Drive.
- Sealed leaking joints on Canadian Trails.
- Added millings for Traffic Control in their yard.
- Finished an inlet and pipe replacement project at 4200 Rolling Meadows Place.

CHANNEL MAINTENANCE

The Channel Maintenance Crew

- Removed drifts from Imhoff and Merkle Channels totaling 17 tons of debris.
- Did an extensive vegetation removal from Imhoff Channel, removing 25 tons of vegetation debris.
- Mowed 728,916 square feet of stormwater channels during the month of May.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

- 284 lane miles were swept in May resulting in the removal of approximately 54.73 tons of debris from various curb-lined streets throughout the city.
- The Camera Crew completed 6,339 linear feet of pipe inspection.
- The Urban Street Sweeping Crew checked 766 inlets and cleaned 248 inlets totaling 2.5 tons of debris removed in Ward 3, 4, 6, 2, and 7.

INLET CLEARING OPERATIONS

Stormwater crews checked 2,844 inlets and cleaned 455 inlets totaling 6.65 tons of debris removed in Wards 1, 2, 3, 4, 6 and 7.

STORMWATER OKIE LOCATES

During the month of May 2,891 Call 811 Okie Spots were received. Of those requests, 182 were marked stormwater pipe locates.

STORMWATER MISC

9 days of weather related delays. All crews attended first annual equipment rodeo and APWA luncheon.

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.

May 2024
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2024 Associated Fees

Planning Commission/Dev Comm Review:	This Month	Last Month	FY Total
*Norman Rural Cert of Survey...	0		
*Final Plats.....	0		
*Preliminary Plats.....	4		
*Short Form Plat.....	1		
*Center City Form Based Code..	0		
*Concurrent Constr. Request....	0		
City Council Review:			
Certificate of Survey.....	1		
Preliminary Plat.....	2		
Final Plats	1		
Certificate of Plat Correction.....	0		
Encroachment.....	0		
Easements.....	1		
Closure.....	1		
Release of Deferral.....	0		
	\$ 360.00		
Development Committee:			
Final Plats.....	1		
Fee-In-Lieu of Detention.....	\$0.00		
Subtotal:	\$360.00	\$5,660.00	\$46,750.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....	46			
***Commercial.....	5			
Multi-Family.....	0			
Addition/Alteration.....	22			
House Moving.....	0			
Paving Only.....	6			
Storage Building.....	19			
Swimming Pool.....	9			
Storm Shelters.....	45			
Public Improvements.....	1			
Temporary Encroachments.....	0			
Fire Line Pits/Misc.....	1			
Franchise Utilities	10			
Other revenue		\$0.00	\$0.00	
Flood Plain (@\$100.00 each).....	0	\$0.00	\$0.00	\$2,400.00
Total Permits.....		\$6,092.16	\$2,599.80	\$71,864.54
Grand Total.....		\$6,452.16	\$8,259.80	\$120,034.54
****Construction Plan Review Occurrences	24	30	286	
****Punch Lists Prepared.....	4	5	53	

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

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

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

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

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

May 2024

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

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	46	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	5	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	24	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	1	100%

PERFORMANCE REPORT

Summary of Services Table: April 2024

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

EMBARK Norman Service Summary	ADP Apr FY24	FY24 YTD	FY23 YTD	Service Profile	Apr FY24	Apr FY23
Fixed Routes (M-F)	1,420	290,246	228,591	Weekdays	22	20
Fixed Routes (Sat)	534	28,811	22,351	Saturdays	4	5
PLUS (M-F)	91	18,452	18,246	Gamedays	1	1
-Zone 1*	67	13,627	15,353	Holidays	0	0
-Zone 2**	24	4,825	2,893	Weather	4	2
PLUS (Sat)***	13	861	994	Fiscal YTD Days	256	255
				Cal. YTD Days	103	101

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 24 YTD	FY 24 Targets	
# of Norman fixed-route passenger trips provided	319,057	251,881	■
# of Norman paratransit trips provided	19,313	21,000	■
% of on-time Norman paratransit pick-ups	97.25%	98.58%	●
# of Norman bus passengers per service hour, cumulative	18.64	13.04	■
# of Norman bus passengers per day, average	1,250	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.00%*	0.00%**	●
% of on-time fixed-route arrivals	66.00%	80.94%	◆

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

**One denial due to capacity was recorded for FY23



Performance Report

Microtransit Pilot Program Performance Report

April 2023

Purpose

The Microtransit Pilot Program Performance Report provides a summary of service performance measures used to evaluate the performance of the Norman On-Demand microtransit transportation system for the City of Norman. The performance measures used by staff may change over the course of the pilot program. Initially we will be comparing the key performance indicator goals that were outlined in the request for proposals (RFP) to the data provided from Via for the Norman On-Demand program. These indicators and performance measures include average walking distance, maximum walking distance, average rider wait time, maximum rider wait time, and the percentage of ride requests completed within 20 minute wait time.

Service Profile, Hours, and Pricing

Norman On-Demand is a pilot microtransit service which launched for late night and Sunday service in core Norman on August 21, 2023. Norman On-Demand is a turnkey service provided by TransitTech provider Via. The Norman On-Demand app is available on the Apple App Store and the Google Play Store. This service compliments existing public transit service by extending service into the late night hours and during the day on Sundays for a small fee. Because this is a pilot program, there may be changes to service area, hours of operations, or other aspects of the service while the City focuses the program to efficiently serve the needs and desires of our community. As of May 1, 2024, the map will extend the west boundary to 36th Ave. NW, add one additional vehicle for a total fleet of six, and alter Thurs-Sat hours to end at 1am during 'Summer Hours'.

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

Key Performance Indicator Measures

Measure	Target	April	Service to Date (8/21/23 – 4/30/24)
Average Walking Distance	<0.10 miles	0.06 miles	0.06 miles
Maximum Walking Distance	0.25 miles	0.29 miles	0.32 miles
Average Rider Wait Time*	<15 min	26.6 min	23.2 min
Maximum Rider Wait Time*	20 min	61.3 min*	86.7 min*
Percentage of Ride Requests Completed Within 20min. Wait Time	>80%	43.30%**	52.4%**

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

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

Additional Performance Measures

Ridership

Norman On-Demand completed 2,539 rides in April 2024, which is a 4.6% decrease from the March 2024 total of 2,662. There were a total of 15 completed trips that requested a wheelchair accessible vehicle

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

Ridership	April	Service to Date (8/21/23 – 4/30/24)
Total number of passengers	2,539	21,071
Total number of Trips Completed	1,686	13,289
# of Completed Trips Requesting WAV	15	158
Ridership Per Service Hour (RPSH)	5.9	5.8

Rider Experience

The system includes an automated feedback process where all ride ratings with four stars or fewer that have actual written feedback attached are reviewed by customer support agents. Poor ride ratings alone are not categorized as complaints. Five rider complaints were reported to Via in the month of April both regarding driver behavior.

Rider Experience	April	Service to Date (8/21/23 – 4/30/24)
Average Ride Duration	10 min	9.5 min
Average Ride Distance	2.9 miles	2.9 miles
Average Ride Rating	4.9 (out of 5 stars)	4.9 (out of 5 stars)

Program Engagement and Rider Growth

Since the Norman On-Demand App launched on August 21, 2023, 4,943 individual accounts have been created, which is a 12.5% increase over the March 2024 service to date total of 4,393. Of these accounts a little less than half, or 46.8%, have utilized the service at least once. Approximately 23.9% or 1,182 active accounts have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/21/23 – 4/30/24)		
App Accounts Created Since Launch	4,943	
OU Accounts	N/A	N/A
Active Accounts*	3,250	65.7%
Rider Accounts**	2,313	46.8%
Repeat Rider Accounts***	1,804	36.5%
*accounts where user has engaged with ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

Accidents and Vehicles

No accidents were reported in the month of April. All incidents are reported to City of Norman Transit staff in a timely manner by our provider Via.

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

STREET DIVISION					
	FYE 2024 May 2024	FYE 2024 May 2024	Year to Date	Year to Date	FYE 2024
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	6.09		117.43		
Overlay/pave 10 miles per year.	-	0%	3.00	30%	100%
Replace 2,000 square yards of concrete pavement panels	129.00	6%	3,267.88	163%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	13.00	3%	36.00	9%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	2,507,577.00	20%	26,929,186.00	213%	100%
Mow 148 miles of Rural Right-of-way three times per year	361.00	81%	2,006.00	452%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	100%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	100%	0%
Bridge - Maintain 5 non-deficient bridges in a year	100%	100%	100%	100%	100%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year	90%	90%	90%	100%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	95%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

STORMWATER DIVISION					
	FYE 2024 May, 2024	FYE 2024 May, 2024	Year to Date	Year to Date	FYE24
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	284.00	57%	4,147.87	69%	85%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	2,766.00	28%	14,778.00	148%	65%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	728,916.00	5%	6,603,479.00	48%	70%
Collect 60 tons of litter annually from drainage channels and R-O-W in Urban and Rural areas	-	0%	-	0%	100%
*Program was transferred to Utilities 7/23	0%				
Permit all floodplain activities as appropriate.	1.00	1%	13.00		100%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

May 2024

IN GALLONS		FYE 2024	FUEL REPORT		
		<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps		21,567.00	20,418.00	27,128.32	
Outside - sublet		1,106.00	682.00	3,118.59	
TOTAL		22,673.00	21,100.00	30,246.91	
TOTAL		<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption		22,814.00	21,734.60	27,128.32	3,118.59

FYE 2024 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	219,367.22	220,115.34	333,816.19	38,016.12

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.59	Low	\$2.56	UNLEADED	High	\$2.64	Low	\$2.57
DIESEL	High	\$2.48	Low	\$2.36	DIESEL	High	\$2.54	Low	\$2.43
CNG	High	\$1.28	Low	\$0.20	CNG	High	\$2.10	Low	\$2.10

CONSUMABLE PARTS PURCHASED			PUBLIC CNG SALES	
REPAIR PARTS	\$148,143.30		Month Total Public CNG Sales	\$6,448
OILS/FLUIDS	\$11,043.54		FYE 2024 To Date Public Sales	\$79,824
TIRES	\$9,584.98		LIFE TO DATE CNG GAS GALLON EQUIVALENT	
SUBLET REPAIRS	\$12,032.53		Total Sold Gallons Life To Date	1,121,499
			Total Gross Sales Life To Date	\$1,678,453
TOTAL SPENT ALL Parts/Sublet	\$180,804.35		Life To Date CNG Gas Gallon Equivalent	
			Total Public/City Through-Put CNG Gallons @ Station:	3,552,764

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	1	2	79
EMERGENCY ROAD CALLS	9	6	5	152
PM SERVICES	87	81	81	2,082
INCLEMENT WEATHER	0	0	0	9
WORK ORDERS	378	161	170	5,315
SCHEDULED REPAIRS	209	97	81	2,422
NON SCHEDULED REPAIRS	169	64	89	1,941

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	7	54
EMERGENCY ROAD CALLS	19	16	6	411
PM SERVICES	36	40	46	856
INCLEMENT WEATHER	0	0	0	4
WORK ORDERS	221	170	134	3,710
SCHEDULED REPAIRS	87	56	46	976
NON SCHEDULED REPAIRS	139	114	88	1,925

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	1	18
EMERGENCY ROAD CALLS	1	0	0	18
PM SERVICES	17	17	16	284
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	108	84	87	1,796
SCHEDULED REPAIRS	74	81	16	459
NON SCHEDULED REPAIRS	34	3	71	981

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	159
EMERGENCY ROAD CALLS	0	0	0	18
PM SERVICES	2	5	3	106
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	66	55	17	706
SCHEDULED REPAIRS	48	32	3	275
NON SCHEDULED REPAIRS	18	23	14	189

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	0	1	10	295
EMERGENCY ROAD CALLS	29	23	11	593
PM SERVICES	142	143	146	3210
INCLEMENT WEATHER	0	0	0	19
WORK ORDERS	773	470	401	11237
SCHEDULED REPAIRS	418	266	146	4065
NON SCHEDULED REPAIRS	360	204	262	4634

**FLEET DIVISION
INVENTORY
May 2024**

FUEL

WESTWOOD GOLF	381.9	gallons	UNLEADED	@	2.430	\$	928.02
WESTWOOD GOLF	306.4	gallons	DIESEL	@	3.140	\$	962.10
NORTH BASE	5,554.2	gallons	UNLEADED	@	2.580	\$	14,329.91
NORTH BASE	4,813.8	gallons	DIESEL	@	2.430	\$	11,697.49
FIRE STATION #5	468.6	gallons	UNLEADED	@	2.630	\$	1,232.42
FIRE STATION #5	435.4	gallons	DIESEL	@	2.490	\$	1,084.15
FIRE STATION #6	340.4	gallons	UNLEADED	@	2.630	\$	895.25
FIRE STATION #6	287.1	gallons	DIESEL	@	2.500	\$	717.75
BULK TANKS	1,200.0	gallons	DIESEL	@	2.430	\$	2,916.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	6,745.1	\$ 17,385.60
DIESEL	7,042.7	\$ 17,377.48

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

May FYE 2024

Industry Standard Compliance: Not To Exceed 5%

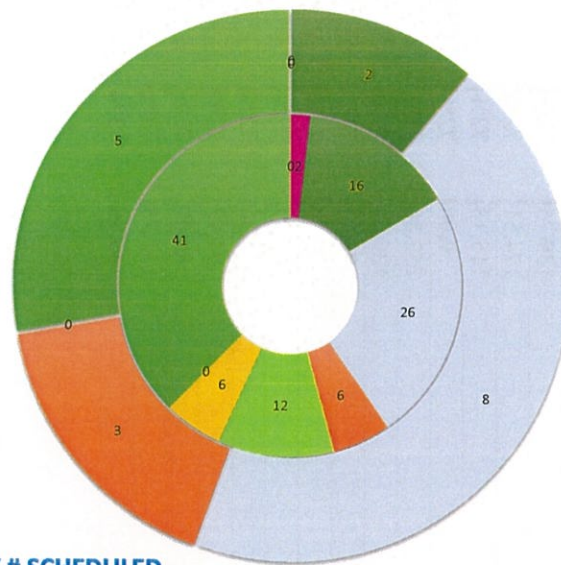
	Number of PMs					
Department/Division	Number of PMs Scheduled	Completed On Time	Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	YearToDate Non-Compliance Trend
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	100%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	50%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	3%
HUMAN RESOURCES						
HUMAN RESOURCES					0%	0%
HUMAN RESOURCES					0%	0%
PLANNING						
PLANNING	2	2			0%	95%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	140%
PUBLIC WORKS						
ENGINEERING	1	1			0%	79%
STREETS	6	6			0%	91%
STORMWATER	4	4			0%	86%
TRAFFIC	3	5		2	67%	108%
STORMWATER QUALITY					0%	100%
FLEET	2	2			0%	94%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	8	4	5	3	38%	79%
POLICE ADMINISTRATION					0%	78%
POLICE STAFF SERVICES	2		2	1	50%	89%
POLICE CRIMINAL INVESTIGATIONS	3	4	1		0%	103%
POLICE PATROL	11	14	1	3	27%	34%
POLICE SPECIAL INVESTIGATIONS	2	2		1	50%	84%
POLICE EMERGENCY COMMUNICATIONS					0%	100%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	129%
FIRE PREVENTION	5	2		3	60%	61%
FIRE SUPPRESSION	1	1			0%	100%
FIRE DISASTER PREPAREDNESS					0%	133%
PARKS & RECREATION						
PARK MAINTENANCE	10	10			0%	89%
PARKS & RECREATION					0%	100%
CUSTODIAL	1	1			0%	67%
FACILITY MAINTENANCE	1	1			0%	56%
PARKS FORESTRY					0%	100%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	6	10			0%	88%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	75%
PSST FIRE SUPPRESION					0%	100%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	100%
WATER TREATMENT PLANT					0%	114%
WATER PLANT	2		2	2	100%	75%
WATER PLANT WELLS					0%	100%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN					0%	100%
WATER LINE MAINTENANCE	9	12			0%	94%
UTILITIES INSPECTOR	2		2		0%	33%
METER SERVICES					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	100%
WRF INDUSTRIAL					0%	100%
WRF BIOSOLIDS					0%	100%
WRF OPERATIONS	1	1			0%	85%
SEWER LINE MAINTENANCE	7	7			0%	97%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	6	6	1	2	33%	87%
SANITATION COMMERCIAL	4	5			0%	84%
SANITATION TRANSFER	6	6	1	1	17%	93%
SANITATION COMPOST	1	1			0%	100%
SANITATION RECYCLE	2	2			0%	87%
SANITATION YARD WASTE	1	1			0%	77%
UTILITIES EVIROMENTAL						
ENVIROMENTAL & SUSTAINABILITY					0%	0%
CITYWIDE TOTAL	109	110	15	18	17%	65%

PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
 May FYE 2024

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
Public Works										
630G	2021 Honda Generator	Traffic	6/1/2024	6/12/2024	11	Days	5/6/2024	Light Repair	PM-C	6/14/2023
0641	2019 Ford F350	Traffic	52820	51377	-1443	Miles	5/10/2024	Light Repair	PM-C	12/14/2023
Police										
211179	2021 Chevy Tahoe	PD Patrol	19928	17410	-2518	Miles	5/16/2024	Light Repair	PM-C	1/3/2024
1105	2015 Ford Interceptor	PD Patrol	62021	61276	-745	Days	5/20/2024	Light Repair	PM-C	10/25/2023
1067	2014 Chevy Tahoe	PD Special Investigations	149690	147697	-1993	Miles	5/21/2024	Light Repair	PM-C	1/30/2024
1138	2016 Ford Explorer	PD Criminal Investigations	35730	34951	-779	Miles	5/28/2024	Light Repair	PM-C	5/31/2023
0983	2016 Ford F250	PD Animal Control	121937	121731	-206	Miles	5/28/2024	Light Repair	PM-C & PM-G	1/11/2024
Fire										
0001	2018 Ford F150	Fire Prevention	75543	63934	-11609	Miles	4/22/2024	Light Repair	PM-D, PM-G, & PM-N	10/4/2024
0008	2018 Ford F250	Fire Suppression	54737	53506	-1231	Miles	4/24/2024	Light Repair	PM-D & PM-G	3/22/2021
Utilities										
0269	2018 Peterbilt 320 Sideload	Sanitation Residential	14145	13668	-477	Hours	5/1/2024	Heavy Repair	PM-D, PM-N, & PM-SL	4/4/2023

PM Compliance Report May FYE 2024



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

Department	Scheduled	Missed /Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	2	0	0.0%
Public Works	16	2	12.5%
Police	26	8	30.8%
Fire	6	3	50.0%
Parks & Rec.	12	0	0.0%
PSST	6	0	0.0%
CDBG	0	0	0.0%
Utilities	41	5	12.2%
Citywide Total	109	18	16.5%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2024

April 2024

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
497	134.95	72%	85.5%	13.5%	
642	141.53	72%	81.3%	9.3%	
1554	136.37	72%	83.1%	11.1%	
1676	161.25	72%	87.3%	15.3%	
2098	105.66	72%	82.1%	10.1%	
2300	150.83	72%	91.9%	19.9%	
2495	139.75	72%	81.6%	9.6%	
2745	174.51	72%	98.1%	26.1%	
3001	115.13	72%	78.3%	6.3%	
3134	0.00	72%	#DIV/0!	#DIV/0!	
3151	152.86	72%	88.7%	16.7%	
3167	125.55	72%	86.7%	14.7%	
3470	98.25	72%	88.4%	16.4%	
3487	117.79	72%	84.7%	12.7%	
3502	122.87	72%	85.8%	13.8%	
3572	156.36	72%	90.1%	18.1%	
3800	94.93	72%	81.0%	9.0%	
3843	80.00	72%	88.5%	16.5%	
3968	131.25	72%	91.3%	19.3%	
4033	145.88	72%	87.7%	15.7%	
DIRECT LABOR HOURS	2485.72				
TOTAL AVAILABLE HOURS	2871.78				
PRODUCTIVITY GOAL	72.0%				
ACTUAL PRODUCTIVITY	86.6%				

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

MAY 2024		PROJECTED GOAL			THIS MONTH			YEAR TO DATE		
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days		100%	102	102	100%	979	979	100%		
Provide information requested by citizens within 7 days		95%	102	102	100%	973	973	100%		
Complete traffic engineering studies within 45 days.		99%	2	2	100%	34	35	103%		
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.		95%	42	42	100%	253	253	100%		
Worker Hours Per Gallon of Paint Installed.		0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage		
			37	53	1.43	1245	421.75	0.34		
Thermoplastic legend, arrows, stop bars & crosswalks installed.		4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average		
			0	0	0.00	24.49	197	8.04		
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.		100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met		
			16	16	100%	161	161	100%		
Response to reports on traffic signal malfunctions within one hour.		99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met		
			14	14	100%	194	194	100%		
Response to reports of sign damage:		Percentage								
High Priority Stop or Yield Signs within one hour		99%	12	12	100%	129	129	100%		
Lower Priority all other signs within one day		90%	39	39	100%	513	513	100%		
Street Name Signs within two weeks		90%	44	44	100%	286	286	100%		
Percent of work hours lost due to on the job injuries.		<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met		
			2736	0	0.00%	34648	0	0.00%		

Monthly Report

May 2024

LINE MAINTENANCE:

Waterline Capital Projects

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

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

Water Line Breaks Total – 16 in May

Water Lines Hit by Contractors – 0

Sewer Line Data

- Total obstruction service requests - 17
- Private Plumbing: 15
- City Infrastructure: 2
- Sanitary Sewer Overflows: 0 on private side, 1 on city side

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.795 MGD
- Total Monthly flow: 55.645 MG

UTILITIES ENGINEERING:

Line Maintenance Building: Project will construct new building for Line Maintenance Division consisting of 60 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. Contract K-2122-115 was approved by Council and the Architect and Contractor are working through the process with GMP expected in September 2022. Bid Opening was held on September 7, 2022. 61 bidders submitted bids across the 30 categories of construction work. The total of the Base Bid was approximately \$7.7 Million, including contingencies, insurance, allowances, and other project requirements. Special-use permits were approved by Council on September 27, 2022. Approval of the GMP was held on the October 11, 2022 Council docket. Line Maintenance staff officially moved into the new building on January 4, 2024. A meeting was held on January 11, 2024 to discuss repairs and design changes to the road as a lot of the drainage is not being captured by the stormwater controls. These repairs have been completed and will be paid from the ECOC project. A grand opening was held for the facility on January 29, 2024. Staff met with the contractor and architect this month to walk through the remaining punchlist items. They are currently working on replacing metal panels that were damaged during construction and are working with engineers to fix drainage issues. Additionally, they have sent us an option for adding in a manual damper for the dryer in the laundry room. A commercial dryer was called out in the plans,

although we only had been using a residential dryer. This was supposed to be corrected on the plans before bidding, but was missed. The connections for the existing dryer were field corrected by the electrician, but the damper was not. Staff is planning on getting retainage approved and paid by the end of June.

As-Built Linking Project: Project is an engineering effort to develop a system for linking as-built records to a GIS interface to allow for staff to more efficiently find as-built records. Contract K-2021-72 was awarded to Meshek & Associates on December 1, 2020. The project will allow users to click on a water or sanitary sewer asset in a GIS viewer which will then provide the as-built record document in a new window for viewing or downloading. Additional internal staff discussion was required to determine naming conventions for the consultant to use that would create a standardized system that could be used for this project and any future projects. As such, the project deadlines were set back a couple of months. All existing as-built information was provided to the consultant for their use. Pilot area information has been received and reviewed by staff. The effort required to complete the remainder of the project is more than the current contract amount. Meshek's work has progressed through Areas 1 and 2 and they are working through Area 3.

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

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

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which consolidated all pilot study tasks, including procurement/rental of treatment equipment for alternative treatment trains, temporary construction/installation of pilot study equipment and eventual removal of all pilot study equipment, into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. By June 2021, both trains had been commissioned and were operating as intended. As a result, WRF and Garver staff were able to commence the Phase I testing and sampling regimens. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. A first draft copy of the engineering report was submitted for review in December 2022. A second draft was submitted to NUA and, informally, to Oklahoma Department of Environmental Quality (ODEQ) in March 2023. For the rest of 2023, Garver convened regular meetings with ODEQ to review the draft report findings and conclusions in detail, and on March 18, 2023, ODEQ issued a letter of "support" for the results of the pilot study. As per their Contract, Garver has now submitted the report to a team of independent industry experts who will review and also approve the report's

conclusions, at which point, the report will be considered final. This review is expected to require several more months.

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

In October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes \$209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 through 2024 for research and investigations, and grant can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. The project was officially kicked off in early November 2021, and work (research and data gathering) is ongoing. A workshop to review alternatives and select the best has been tentatively scheduled for August 2024. If funding beyond fiscal year 2024 (which ends on September 30, 2024) is authorized, design and construction of a pilot constructed wetland may occur starting in October 2024 and continuing through the remainder of fiscal year 2025 (i.e. through September 30, 2025).

In April 2022, NUA learned that a third grant from BOR associated with possible IPR had been authorized. The third grant was an applied science grant for \$148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data and forecasts and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of \$196,190 (of which \$148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. A workshop has been scheduled by Garver for June 11, 2024 to review preliminary results of their efforts. Then, during July and August 2024, Garver will complete the project and issue their final report. PLOT project should be complete on or about August 30, 2024.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Existing centrifuges are approaching the end of their useful lives, and, consequently, they need excessive maintenance, regular major repairs and increasing polymer feed rates to achieve necessary sludge quality. Moreover, poor service provided by manufacturer often results in extended downtime before necessary repairs are completed. NUA approved a Contract with Garver, LLC on December 8, 2020 to prepare a design to replace centrifuges, and design for this project commenced immediately thereafter. Throughout 2021, manufacturers of several different dewatering technologies ran demonstration tests that were observed by Garver, WRF and NUA Engineering staff, and WRF and NUA Engineering staff also made several site visits to wastewater treatment plants in the region to observe equipment by other manufacturers/technologies in operation. Based on these demonstrations and site visits, Garver issued a Final Version of the Preliminary Engineering Report in November 2021 recommending hydraulic drive centrifuges as the technology for this project. During winter and spring 2022, Garver and NUA met with representatives from most of the reputable centrifuge manufacturers in the industry to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, three (3) manufacturers were approved for inclusion in the bidding documents.

Garver completed and submitted 60% design documents for review in August 2022 and 90% design documents in January 2023 with design review meetings convening two weeks after each submission. In March 2023, ODEQ Permit to Construct application was submitted to ODEQ and the permit was issued in April 2023. Also, in April 2023, NUA learned that it has been approved for a federal community funding grant for FYE September 30, 2024 in the amount of \$5,000,000.00 for this project. However, because the Federal Budget for FY 2024 is not yet approved, funds for the grant have not been earmarked and EPA has not allocated them, and there is no certainty on when or if these funds

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

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

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

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of \$5,000,000 had been officially authorized and funded. NUA is currently gathering required documentation which is necessary before funding can be released, and will submit to EPA by June 2024. It should be noted that the Congressional authorization for the grant included revisions to the contractual requirements including a firm Buy America Build America (BABA) clause. NUA is currently in talks with EPA to confirm what additional steps, if any, must be taken to ensure the project, as bid and awarded, will meet the BABA and other requirements for the grant.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

During August 2022, Greeley Hansen submitted 95% design documents. At time of submittal, it was agreed that a design review meeting would convene in February/March 2023 so that all comments and corrections noted can be addressed at one time just prior to advertisement, which was then projected to occur in May 2023. Since that time, the decision has been made to defer construction of this project until fiscal year FYE26. Assuming the project is not deferred again, bidding documents will be finalized in time to advertise in May 2025. Bids would then be opened in June 2025, and Contracts Awarded at the first Council Meeting in July 2025. Construction would then take one calendar year to June 2026.

In June 2023, Greely and Hansen submitted a request for Contract Amendment based on delays in bidding the project, change from CMAR to traditional Design/Bid/Build project delivery along with several other perceived changes that occurred during design. Final costs were negotiated in November and December 2023 and Amendment No. 1 was approved by City Council on January 9, 2024.

Engineer: Greely and Hansen LLC (Ana Stagg)

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

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

Engineer: Garver – On-Call services

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. The pipe has been completely installed and is currently in service. Final acceptance occurred on January 23, 2024. This will be the final report for this item.

Engineer: PEC, Inc. (Chris Grizer)

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

efficient than co-composting. As such, this project will be closed out until a future need arises necessitating the project.

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution. To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted for FYE20. This project is not a high priority for service reliability and has been deferred due to funding availability. This project will be closed out until the project is moved forward.

Engineer: Olsson, Inc. (Kevin Rood)

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet of deteriorated sewer lines with High Density Polyethylene (HDPE) pipe and rehabilitate or replace about 108 manholes. Project area is bounded by Westbrook Terrace to the north, McGee to the west, Highway 9 to the south and Berry Road to the east. Staff completed review of plans and final plans. Line Maintenance staff requested 4 small areas be added to the scope of work. Final plans including additional areas will be complete by May 2024. Project will bid July 2024.

Engineer: Staff with assistance from Lemke Surveying

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

On November 30, 2021, City Council approved the use of on-call Contracts of Parkhill and Lemke Land Surveying to prepare bidding documents for this project. During May 2023, a preliminary set of plans was submitted for City of Norman review and a review meeting convened and in July 2023, 95% plans were submitted and a review meeting convened. Final Plans and Bidding Documents were completed and project was advertised on September 14, 2023. Bids were opened on October 5, 2023, and Krapff-Reynolds Construction Co. (KRCC) has been deemed the lowest and best bidder with a base bid plus bid alternate cost of \$5,468,900.50. City Council approved Contract Award on November 14, 2023. A Pre-Work Meeting convened in January 2024. After an extended procurement process, KRCC mobilized to the project in late March 2024, and sanitary sewer replacement and manhole rehabilitation is ongoing. As of the end of May 2024, the Work is approximately 10% complete and remains generally on schedule for completion in the Summer of 2025.

Engineer: Parkhill

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued

06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff has placed this project on hold as they work through new Comp Plan and the outcome effects of a possible turnpike.

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

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

Engineer: Garver (Bryce Callies)

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

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

Engineer: Garver (Michael Nguyen)

WATER PROJECTS:

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (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 Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. Engineers are working on completing 90% plans and incorporation of some additional design elements following the public meeting held in December. Architects are working on getting renderings from the street view and nearby properties to show a more accurate depiction of what nearby homeowners would see when the berms are added around the facility. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. Staff met with engineers this month to discuss and approve the layout for the berms. The berms, in addition to an additional fence for security around the property, was approved. Engineers are working on getting these incorporated to the 90% design plans and architects are working on getting renderings from the road in order to show to homeowners. They think they could get this to us in 6 weeks.

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. A kick-off meeting was held February 15, 2022 after 60% streetscape plans were completed. Funding for the streetscape work has still not been determined. This funding will determine when the waterline project needs to begin and end. The waterline will need to be completed before the roadway work begins. Final design is expected to be complete June 2024.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue

Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabbusiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff received final design plans and sent an invitation to bid to the *Norman Transcript* for publication on December 23, 2021 and December 30, 2021. A mandatory pre-bid was held on January 4, 2022 and the bid opening will be held on January 20, 2022. Bids were opened on February 3, 2022 and four contractors submitted bids. Cimarron Construction Company, LLC submitted the lowest and best bid for the Base Bid and Alternate B at \$2,039,328. The Contract and Bonds were signed and approved by Council on February 22, 2022. A kick-off meeting was held on March 4, 2022. City staff and the Engineer are in the process of reviewing submittals provided by the Contractor. The Engineer is also working on getting a final conformed set of plans together showing the alternate bid that was awarded. Construction start date for the Notice-to-Proceed was March 14, 2022. Rather than a number of days for construction completion, this project has an end date for construction of July 15, 2022. This is to ensure the waterline work is finished prior to the streetscape work. Work began on March 14, 2022. A final change order and pay app was approved by Council on November 22, 2022. As-builts were recently received from the Engineer who noticed the new waterline conflicted with a few future light poles and future storm drain that will be constructed by Public Works. Adjustments will be made to the light pole design by Public Works. Line Maintenance potholed and took accurate elevations of the waterline in these areas. Utilities staff attended the pre-work meeting for the streetscape project, which has a start date of April 3, 2023. Their contractors will start on the south end and move their way north. They will let us know when they have the far west lane close at Himes so that we can contact Cimarron to install the missing bends needed for a new storm drain. The light poles that will be in conflict with our waterline will be moved a few feet in the field to accommodate these conflicts. Staff was notified by Public Works that their contractors will be at Porter and Himes this month and they were wanting our bends installed before they get there. A field meeting was held on November 28, 2023 and contractors started excavating the waterline on December 4, 2023. A conversation was held as to what kind of replacement Public Works would want from us since they'll be coming back and milling and laying asphalt in addition to addition of a new storm sewer. Staff and contractors had a field meeting on December 5, 2023 and it was determined that our waterline is actually deep enough that bends will not be necessary, even though the Engineer drew the asbuilts showing out waterline going through the future stormwater pipe. Our contractors were instructed that the bends will not be needed and are installing full depth asphalt for most of the area per Public Works instruction. Staff is waiting on the invoice from the contractors for work they did excavating and refilling the trench for the bends that were ultimately not installed. Once an invoice is received, staff will close out the project.

Engineer: Garver Engineering (Bret Cabbusiness/Sean Price)

Water Treatment Plant Carbon Dioxide Tank Replacement (WA0374):

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

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's

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

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Line Maintenance potholed 27 locations (approximately 20%) in this neighborhood to determine if lead service line replacement will be necessary. All service lines potholed were found to be made of copper. Bids were opened on July 13, 2023 where Cimarron Construction Company was the low bidder at \$2,631,347.00. This number includes replacement of Southlake Addition waterlines as well as waterlines at 1932 E Lindsey Street that have had frequent breaks in the last fiscal year, for which Line Maintenance has had to temporarily repair. A contract with Cimarron Construction Co. was approved by City Council on August 8, 2023. A pre-construction meeting was held on August 29, 2023. All punch list items have been completed at the apartment complex. Contractors have pulled off for another project but will be back in May to start work on the Southlake addition. Staff is still working on getting easements acquired from the Cervi properties nearby the Southlake addition.

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

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

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

In March 2020, 2021, 2022, and 2023, Phase II was delayed until the following Spring each year. Phase II was advertised on March 7, 2024 and bids were opened on March 28, 2024. Southwest Water Works (SWWW) of Oklahoma City, Oklahoma was the apparent low bidder with a base bid of \$3,250,256. City Council authorized Contract Award on April 9, 2024, and immediately after Contract Award, Notice to Proceed with shop drawings and material procurement was issued. As per Contract, Notice to Proceed with Construction was issued on May 13, 2024 (Monday after OU's Spring 2024 Graduation Weekend), and work commenced immediately. By the end of May 2024, Work was approximately 15% complete, and is generally on schedule to be complete by the Contract Completion Date of August 4, 2024, which is the day before the start of OU sorority and fraternity rush for the Fall 2024 semester.

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

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, and, after review by NUA and additional investigations by Jacobs, the 65% plans were approved in late 2021 with a revised alignment that included 900 LF of pipeline being installed in the southernmost traffic lane of E. Robinson Avenue.

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

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

In May 2023, Jacobs advised that they were preparing a request for a contract amendment for various perceived extras encountered during design to date, and they expected to submit this request within a few weeks. NUA agreed to review the details of the request upon receipt, but did not necessarily agree that an amendment of any amount was merited. To date, this request has not been submitted. If, upon receipt and review, NUA finds an amendment is merited, final costs would likely be negotiated during December 2023 and the Amendment submitted for City Council approval in January 2024.

Assuming project is not deferred, project is expected to advertise as soon as easements can be completed and Permits issued. Finalizing easements and master meter agreements and obtaining permits is likely continue into Summer 2024 with Bidding and Contract Award to follow in Fall 2024. Construction would then continue until late Summer 2025.

Engineer: Jacobs Engineering (Arun Srinivasan)

Robinson Water Tower Resurfacing (WA0382), Lindsey Water Tower Resurfacing or Demolition (WA0182), and Non-Potable Water Expansion Study: Lindsey Tower was decommissioned approximately 10 years ago because it is not tall enough to act as viable potable water system storage at current system operating pressures. However, before receiving bids to demolish the tank, In 2020, the coatings on the tower began to show signs of deterioration. For this reason, Dunham Engineering evaluated the condition of the tank in the Fall of 2020, and they determined that the underlying steel was in good condition and the tank could be repainted and recommissioned for many years of additional service if needed. In July 2021, NUA requested that Dunham provide a proposed scope and fee for Lindsey Water Tower rehabilitation. Dunham submitted their proposed scope and fee in early October 2021. Scope and fees were negotiated, However, before submitting Contract for City Council approval, NUA has decided to await outcome of ongoing study being performed by Plummer Engineering, which is described in the following paragraphs and will directly impact future usage, if any, for Lindsey Tank.

In October 2021, NUA requested that Plummer Engineering furnish a scope and fee proposal to analyze the possibility of extending a non-potable water system from the Norman Water Reclamation Facility (WRF) to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's *2060 Strategic Water Supply Plan*. This reuse system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer has also been directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for this new non-potable water system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. In March 2023, City of Norman furnished additional requested data to Plummer to assist in finalizing their analysis, and on September 29, 2023, a draft report was submitted for City of Norman review. During the fall of 2024, there were multiple meetings and conference calls between Plummer and NUA to clarify details of report. Final conclusion was that neither the repurposing of Lindsey Tower for a future Non-Potable Recycled Water System nor returning Lindsey Tower to service as potable water storage were financially viable. As a result, the only option left to NUA was the demolition of Lindsey Tower. .

The conclusions of Plummer's report were presented to City Council in the March 12, 2024 Conference Meeting. In response, City Council indicated that, because of its visibility and proximity to OU's stadium, the tower may have value to the City as a landmark with City of Norman logo (and possibly an OU logo paid for by OU). For this reason, City Council indicated that, depending on costs and possible contributions by others, they may be interested in City of Norman taking possession of Lindsey Tower and using General Funds (and other contributions) to paint just the exterior of the tank so it could serve as a landmark. After further discussion, NUA noted that, unrelated to Lindsey Water Tower, funding has been budgeted in FY 2025 for Project WA0382, Robinson Tower Resurfacing. Consequently, NUA could prepare a single bid package that would include both Robinson Tower Resurfacing and two alternates for Lindsey Tower: (1). Demolition of Lindsey Tower; and (2). Resurfacing of Exterior of Lindsey Tower (so it could serve as a landmark). By combining the work on two water towers, NUA could expect to receive the most competitive bids. After bids are received, City Council could determine, based on actual costs, if they want to proceed with funding the exterior resurfacing of Lindsey Tower from the General Fund with a contribution from NUA equal to the cost of the demolition alternative or if they will simply direct NUA to accept the demolition alternative and demolish Lindsey Tower. City Council directed that NUA proceed with this option. Based on this direction, a contract was negotiated with Coastal Windforce, Inc. (formerly Dunham Engineering) to prepare a single set of Bidding Documents covering Robinson Tower Resurfacing and the two alternates for Lindsey Tower (Demolition or Exterior Resurfacing Only) and to perform construction administration and management services for the Work at both towers, and Engineering Contract No. K-2324-169 was approved at the May 14, 2024 City Council Meeting.

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

of Lindsey Tower, the demolition portion of the Contract would be deleted by Change Order and the rehabilitation of Lindsey Tower would be rebid.

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

NUA has determined that they can accommodate removing Robinson Tower from service during the summer months so Notice to Proceed with resurfacing of Robinson Tower is likely to be issued to G&L during June 2024, which should allow for completion of the work by September 2024.

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

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a \$500,000 grant under the Watersmart program or a \$2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals were received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway. A waiver from the BOR was received and the project is now moving forward with contracts awarded on April 9, 2024. The formal implementation kickoff will begin in June.

Consultant: E Source (Alyssa Pourciau)

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

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

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

Lead Service Line Inventory and Replacement (WA0384): The recent Lead and Copper Rule Revision will require new measures for utilities to comply with the rule. Specifically included within this proposed funding are 1) Inventory of approximately 5,000 service lines, 2) Distribution of pitchers to 20,000 locations, and 3) testing of 20,000 locations resulting from any disturbance. Costs for the inventory continue until completed. Reduced costs for the pitchers and testing are proposed in later years since the Advanced Water Metering project will be completed.

Water Line Desktop Condition Assessment (WA0337): This contract provides for our consultant, Voda.AI, to complete a desktop condition assessment of the water lines within the distribution system. Each segment of water line within the City's database will be evaluated and scored for both likelihood and consequence of failure using information from GIS databases such as pipe age, material, soil conditions, and other factors relevant to pipe reliability. To prove their model's validity for our system, the model will be set up using historical data and the analysis will then be performed and compared against actual results for a test year. All data will be submitted to VODA by June 2024.

SANITATION CAPITAL PROJECTS:

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

Compost Facility Scale House (SA0019):

This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to

do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to \$39,000. The engineer requested an increase of \$4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process. Planning reviewed the current set of plans and sent their comments on June 23, 2023. These were forwarded to the Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergent) and low voltage (TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project. TriCore is still in the process of addressing comments as of June 3, 2024.

Engineer: TriCore Group, LLC (Greg Vance)

Transfer Station Renovations (SA005):

The Transfer Station has several elements that have deteriorated since its installation in 2008 due to its heavy use. This project will repair the Transfer Station floor install fire suppression system, truck parking area, and improvements to the building exterior. Repair of the floor and installation of the fire suppression system will be expedited and the Transfer Station will be required to stay in operation during the entire construction. Request for Qualifications were sent on September 29, 2022 and an optional on-site meeting was held on October 11, 2022. Qualifications were due Thursday, October 20, 2022 and one firm, Parkhill Engineering, submitted qualifications. Staff approved the qualifications submitted by Parkhill Engineering after reviewing their qualifications. A scope was received by Parkhill on December 19, 2022. Staff is still reviewing before Council approval. This project has been tabled due to the received cost estimate exceeding the funds allotted for the project. Sanitation would rather move forward with a longer term plan for a new facility. This project will be removed from future monthly updates June, 2024.

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

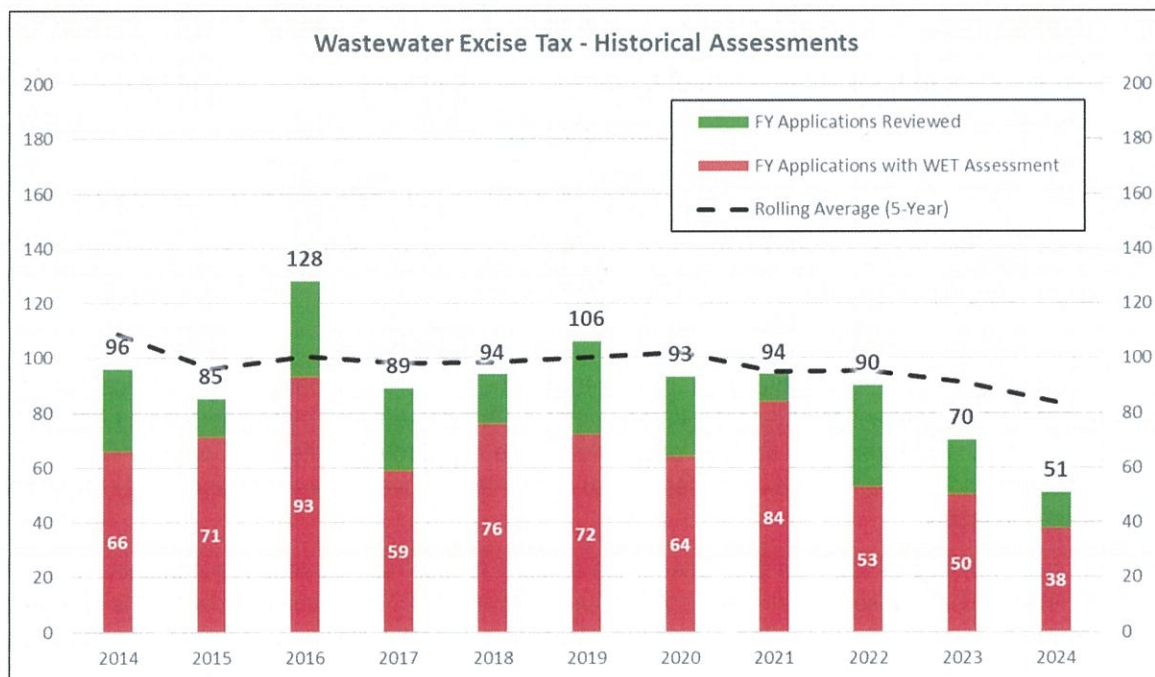
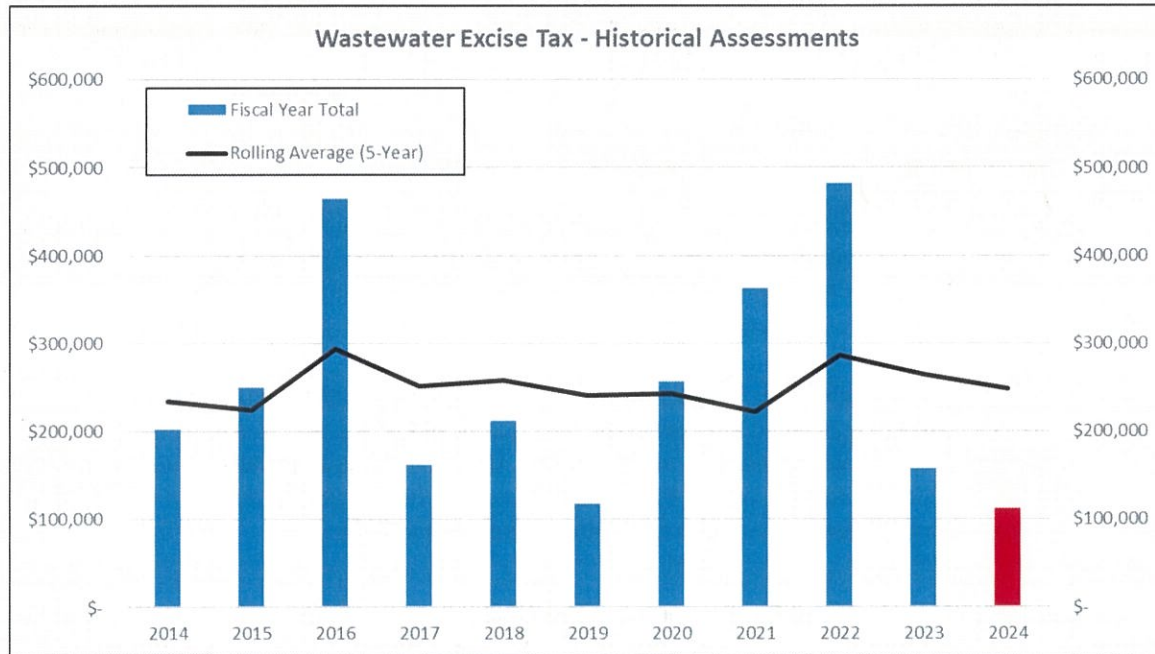
A Household Hazardous Waste Facility will also be included within this project. This Facility is necessary to allow for City residents a timely disposal option for household wastes that cannot be disposed using their normal polycart service. Currently, an annual collection day is held for City residents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

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

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

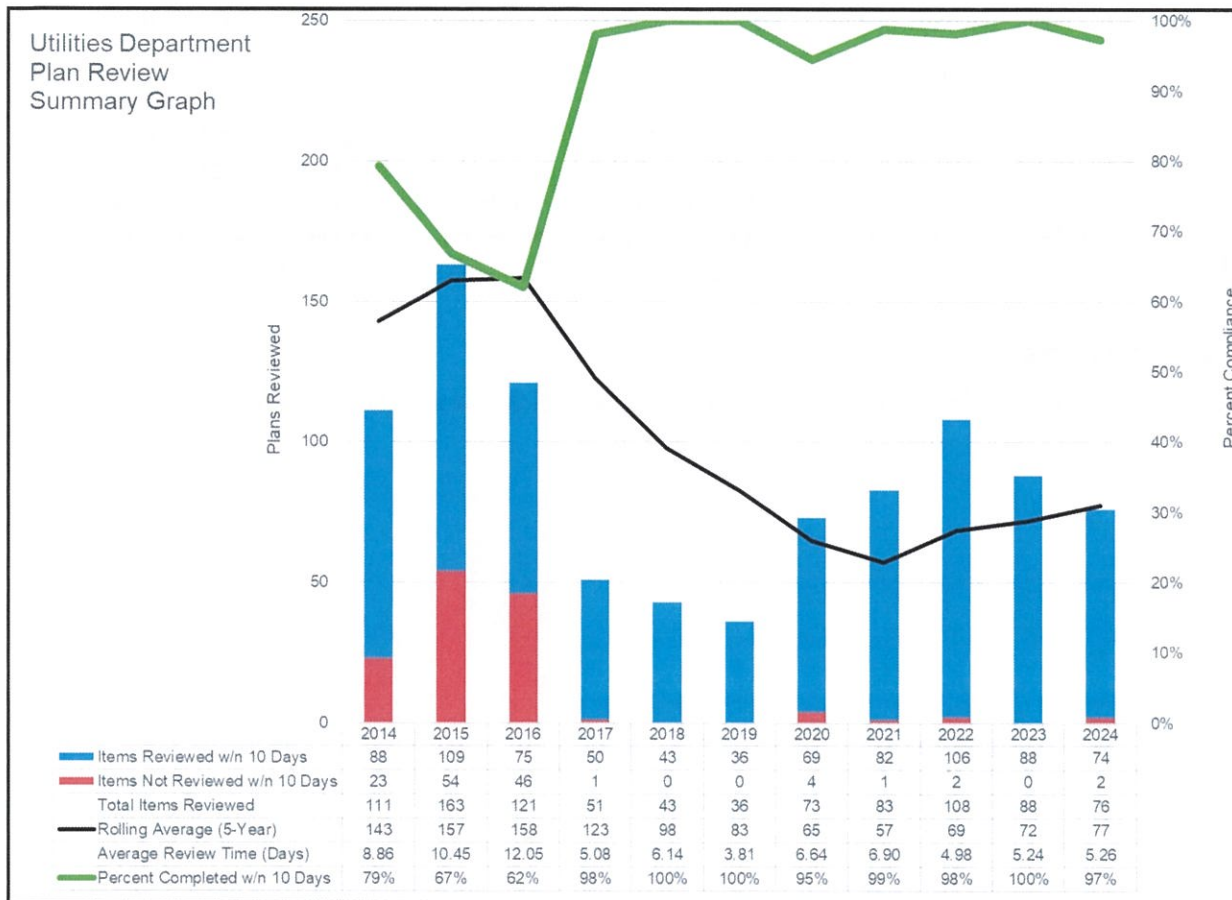
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on five commercial entities last month. Of the five applications, three applications were assessed since they were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 51 commercial properties have been reviewed and a total of \$112,710.59 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed (current through date of report preparation)).



PLAN REVIEW:

Four plan sets were reviewed this past month. Staff has reviewed 76 plans for the current fiscal year with an average review time of 5.26 days and with 97 percent of plans reviewed within 10 days. *Graph below shows current reviews as of the date of this report.*



RECOUPMENT PROJECTS:

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

Four permits (PRSF202401728, PRPL202402226, PRPL202401836, PRLP202402066) were issued for May.

DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY May 2024 SUMMARY

	MONTHLY	YEAR-TO-DATE
STORMWATER CONSTRUCTION SW		
INSPECTIONS	73	847
ACTIVE SITES	80	886
CITATIONS	0	0
NOVS	0	0
CDOS	1	2
SWOS	0	0
ECPS	1	7

STORMWATER MS4 OPERATIONS		
ACTION CENTER	2	46
PWSTORMWATER	2	10
CALLS	12	94
OTHER	13	111
TOTAL INQUIRIES	29	251
OUTFALL INSPECTIONS	0	16
MCM 5 INSPECTIONS	0	147
MCM 6/P2 INSPECTIONS	8	20

PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM		
FOG INSPECTIONS	17	202
FOOD LICENSE APPROVAL	2	19
SIU INSPECTIONS	0	8
SIU SITES SAMPLED	4	7
TABLE II MONITORING (%)	0%	100%
TABLE III MONITORING (%)	0%	50%

HOUSEHOLD HAZARDOUS WASTE		
HHWF: CARS SERVED	54	610
SWAP SHOP VISITS	15	106
OIL DISPOSED	6566	25924
ANTIFREEZE DISPOSED	0	1394
TIRES DISPOSED	364	2935
HHW MATERIAL COLLECTED	4105.5	40535
E-WASTE: CARS SERVED	652	952
E-WASTE COLLECTED	37504	58074
TOTAL CARS SERVED	706	1562
TOTAL MATERIAL COLLECTED	41609.5	98609

REVENUE		
FOG PROGRAM	\$ 3,270.00	\$ 22,870.00
SURCHARGE	\$ 10,880.49	\$ 72,738.19
LAB ANALYSIS RECOVERY	\$ -	\$ 146.25
IND. Dischg. Permit fee	\$ 1,500.00	\$ 6,000.00
TOTAL	\$ 15,650.49	\$ 101,754.44

ACTIVITIES
<i>ECAB</i>
Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
Participated in Earth Day Festival
Continuing meetings about MCPA
Working on efforts to reduce contamination in recycling
<i>DoERS</i>
Participating in planning for SW-AWWA conference - on Transportation, Meet and greet and technical committees.
LTWA Board Member - very active
COSWA Board Member - very active
OCASA Board Member - very active
State Pretreatment Coordinators - very active
Active member on AIM Stormwater Subcommittee and General Steering committee
Coordinating with Ginna Dowling and Jason Wells (through P&R and NAC) to do a pollinator wrap
Member of TX/OK resiliency cohort
Coordinating with Mr. Pyle, NREL and Legal to negotiate the OG&E franchise agreement
On May 2, Jason Murphy, Chao and Loudenback met with Freese and Nichols to move forward on a study in the Blue Neighborhood Pilot Project area for additional stabilization and other BMP implementation.
On May 2, Loudenback, Gates and Chao attended various student project presentations at OU
On May 4, the 2024 Spring Electronics E-waste event was held.
On May 4, a Container Gardening class was held at LEAF
On May 6, we hosted the OCASA/OKRA iCAW Lunch and Learn on our Compost Facility
On May 6-8, Gates and Loudenback attended APWA in Tulsa.
On May 8, Gonzalez and Dinah Dixon hosted a Taste Test in the Development Center as part of Drinking Water Week
On May 9 and 11, tours of the Water Treatment Plant were held for Drinking Water Week.
On May 10, permits for Biocide, Chasm and Hiland were discussed with facilities and renewed.
On May 11, Chao and Boteler identified bugs in samples with Blue Thumb
On May 11, Loudenback provided the Keynote lecture for the Compost Festival held in OKC
On May 13, the Bishop Creek Watershed Group met.
On May 14, Chao presented Stormwater Quality training as part of the Operator Certification class held at Line Maintenance
On May 15 and 30, the Solar Initiative Coalition calls were held.
On May 15, ECAB met.
On May 16, Loudenback participated in the LTWA Wine in the Watershed event for Norman Next
On May 17, permits for Avara and JCI were discussed and renewed.
On May 17, Blue Thumb sampling occurred at Dave Blue Creek with Koontz, Boteler, Bondy, and Billings.
On May 18, a cleanup of Creekside Bike Creek occurred
On May 19, the Blue Neighborhood Workshop was held at the LTSP Nature Center
On May 20, Billings, Bondy, Boteler, and Chao demonstrated the EnviroScape as part of Public Works Week at Adams.
On May 21, the permit for OU was discussed and renewed.
On May 23, Loudenback presented to REG Sierra Club about the Solar Initiative
On May 26, Loudenback met with Fertile Ground to discuss the Community Compost Pilot Program and other composting
On May 29, DoERS worked with Bryce to obtain drone footage of the Dave Blue Creek subbasin
On May 30, an Operator Certification class was hosted in conjunction with ORWA

Upcoming Events:

6/4-6/6

EPA Phase II of LEAF

6/5/2024 Commercial Event for Solar Initiative

6/8/2024 Eastwood Park Cleanup and Garden Maintenance

6/8/2024 DoERS Saturday Session with Neighborhood Alliance

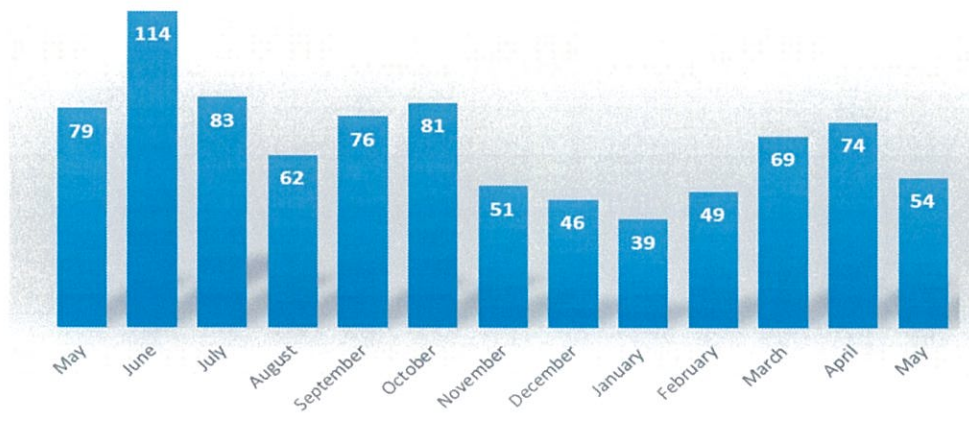
6/16/2024 Bee Walk

6/16/2024 Moth Night

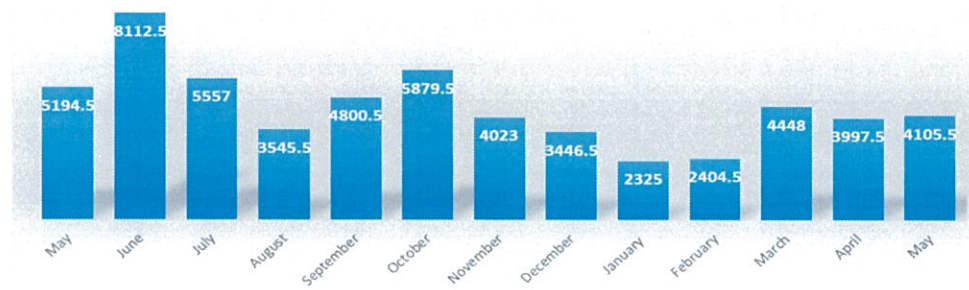
6/20/24 Sierra Club Pollinator Night

6/22/24 Intro to LEAF's bees

Number of Facility Appointments



Amount Collected in Pounds at Facility (lbs)



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2024		FYE 2023	
May 2024	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	2	19	2	22
Property Owner Responsibility	15	218	24	233
TOTAL	17	237	26	255
Number of Feet of Sewer Cleaned:				
Cleaned	90,256	923,998	111,674	1,040,540
Rodded	7,529	37,545	3,164	42,514
Foamed	0	101,572	24,920	102,614
SL-RAT	6,109	32,876	0	0
TOTAL	103,894	1,095,991	139,758	1,185,668
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	1	0	6
Obstruction	1	1	1	4
Private	0	11	1	8
Other (Lift Station, Line Break, etc.)	0	0	0	1
Total Overflows	1	13	2	19
Feet of Sewer Lines Televised	41,620	290,970	25,046	257,462
Locates Completed	272	3,359	334	3,889
Manholes:				
Inspected	1,237	12,762	1,551	13,378
New	0	0	0	3
Raised	2	19	1	14
Repaired	1	22	0	19
Feet of Sewer Lines Replaced/Repaired	0.00	105.50	0	71
Hours Worked at Lift Station	40.93	455.10	46	717
Hours Worked for Other Departments	3.75	43.38	1.95	30.74
OJI's	0	0	0	3
Square Feet of Concrete	0	0	0	81
Average Response Time (Minutes)	27.00	26.65	24.73	26.75
Number of Claims	1.00	5.00	0.00	3.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2024		FYE 2023	
May 2024	MONTH	YTD	MONTH	YTD
New Meter Sets:	33	348	29	317
Number Short Sets	33	338	29	311
Number Long Sets	0	10	0	6
Average Meter Set Time	5.67	6.19	6.55	5.71
Number of Work Orders:				
Service Calls	484	5,287	356	5,298
Meter Resets	0	4	0	8
Meter Removals	2	40	4	58
Meter Changes	42	649	30	325
Locates Completed	475	4,576	515	4,407
Number of Water Main Breaks	16	138	10	194
Average Time Water Off	1.11	1.53	2.03	1.76
Number of Water Leaks	40	517	43	540
Fire Hydrants:				
New	0	0	0	5
Replaced	1	5	0	3
Maintained	47	541	23	1,027
Number of Valves Exercised	88	912	110	2,409
Feet of Main Construction	0	500	175	5,728
Hours of Main Construction	0	1,631	386	3,519
Meter Changeovers	0	5	38	41
OJI's	0	1	0	4
Hours Flushing/Testing New Mains	2.43	146	29	552
Hours Worked Outside of Division	0.00	0.00	0	138

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
May 1-31, 2024
Flow Statistics

	FYE 2024		FYE 2023	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	382.5	3833.9	406.1	3592.1
Total Effluent Flow (M.G.)	381.7	3630.5	391.6	3390.4
Influent Peak Flow (MGD)	17.3	28.3	20.3	20.3
Effluent Peak Flow (MGD)	16.3	27.7	20.3	20.3
Daily Avg. Influent Flow (MGD)	12.3	11.3	13.1	10.8
Daily Avg. Effluent Flow (MGD)	12.1	10.6	12.6	10.2
Precipitation (inches)	4.9	39.5	5.6	29.7

Discharge Monitoring Report Stats

5 day BOD:

EPA minimum percentage removal 85%

	<u>Avg.</u>	<u>Avg.</u>
Influent Total (mg/l)	116	166
Effluent Carbonaceous Total	2	2
Percent Removal	98.3	98.8
Total Suspended Solids:		
Influent (mg/L)	208	274
Effluent (mg/L)	4.1	4
Percent Removal	98	98.5
Dissolved Oxygen:		
Influent (min)	0.88	0.9
Effluent (min)	6.11	7.0
pH		
Influent (Low)	6.8	6.9
(High)	7.9	7.5
Effluent (Low)	6.7	6.8
(High)	7.1	7.4
Ammonia Nitrogen		
Influent (mg/L)	27.9	27.1
Effluent (mg/L)	0.72	0.1
Percent Removal	97.4	99.9

Utilities

Electrical

Total kWh Used (Plant wide)	345,460	4,756,960	345,540	5,135,020
Aeration Blowers	117,800	1,342,500	129,800	1,726,300
UV Facility	45,600	657,600	21,800	449,600

Natural Gas

Total cubic feet/day (plant wide)	234,000	3,295,000	307,000	3,702,000
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Public Education (Tours)

0	0	0	0
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Total Attendees for FYE 24

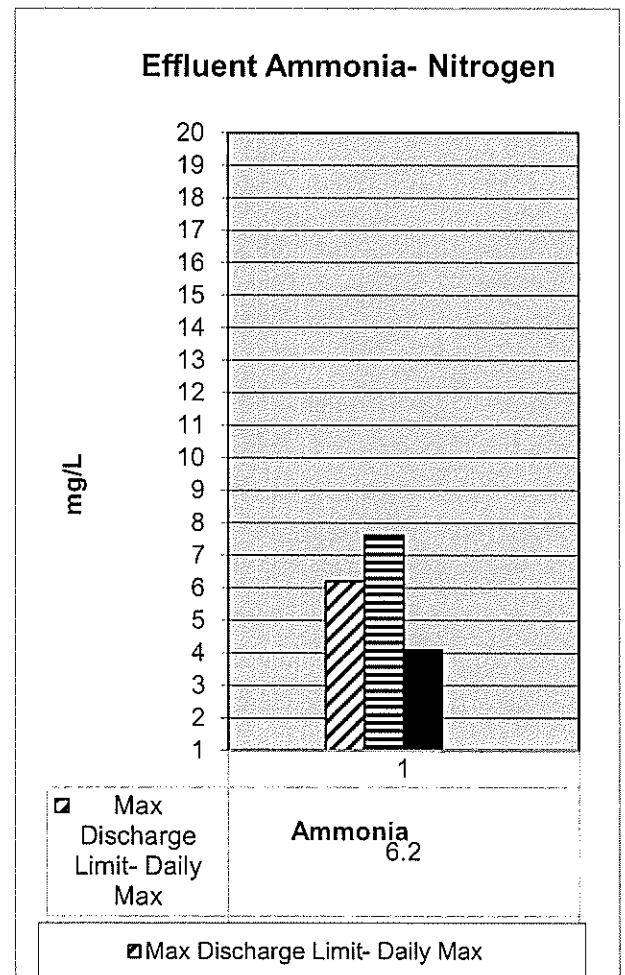
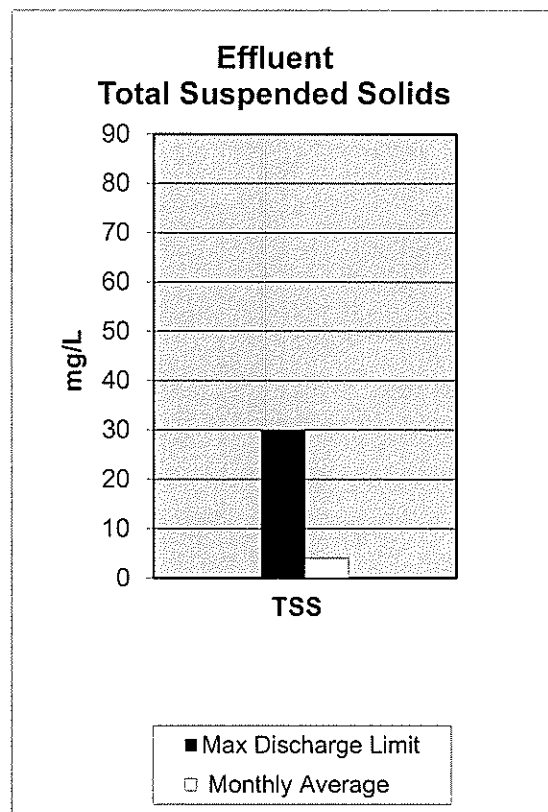
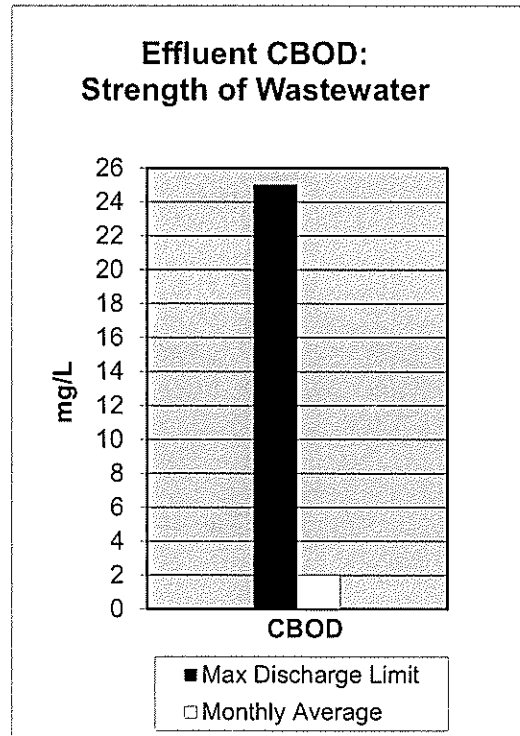
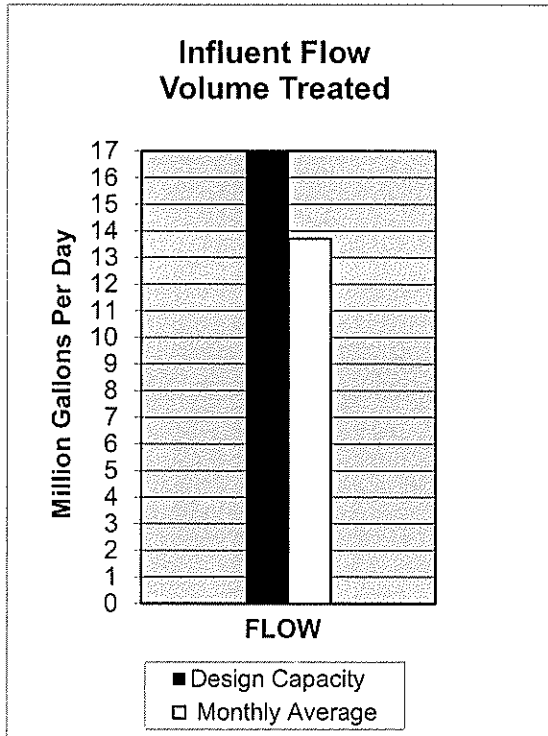
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			0.0	0.0
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OU Golf Course	2.1	85.9	1.6	60.8
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E. coli average for May 2024 16 MPN/100 (Limit is 126)

CITY OF NORMAN
WATER RECLAMATION FACILITY
May 2024



Comments here

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

WATER TREATMENT DIVISION

MONTH: May-2024

	FYE 2024		FYE 2023	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	316.05	3429.44	318.23	3174.72
Well Production (MG)	98.48	1223.97	82.32	1484.37
Oklahoma City Water Used (MG)	30.93	334.97	30.94	334.42
Total Water Produced (MG)	445.46	4988.38	431.49	4993.52
Average Daily Production	14.37	14.85	13.92	14.95

Peak Day Demand

Million Gallons	17.75	23.32	15.88	25.52
Date	5/27/2024	9/4/2023	5/8/2023	7/27/2022
System Capacity (see note 1)	30.34	30.34	25.78	25.78
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00

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

Costs

Plant	\$664,694.10	\$7,513,571.87	\$676,295.70	\$7,376,084.95
Wells	\$225,421.00	\$2,685,695.16	\$237,735.27	\$2,747,747.90
OKC	\$107,905.37	\$1,062,198.99	\$96,818.47	\$1,009,123.41
Total	\$998,020.47	\$11,261,466.02	\$1,010,849.44	\$11,132,956.26

Cost per Million Gallons

Plant	\$2,103.16	\$2,190.91	\$2,125.18	\$2,323.38
Wells	\$2,289.10	\$2,194.25	\$2,887.94	\$1,851.12
OKC	\$3,488.25	\$3,171.06	\$3,129.23	\$3,017.55
Total	\$2,240.45	\$2,257.54	\$2,342.69	\$2,229.48

Water Quality

Bacterial Samples in Compliance	97	1,105	100	1,096
Bacterial Samples out of Compliance	3	5	0	4
Total number of inquiries (Note 2)	1	20	3	39
Total number of complaints (Note 2)	1	50	2	61
Number of complaints per 1000 service connections	0.02	1.22	0.05	1.58

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	10	0	3

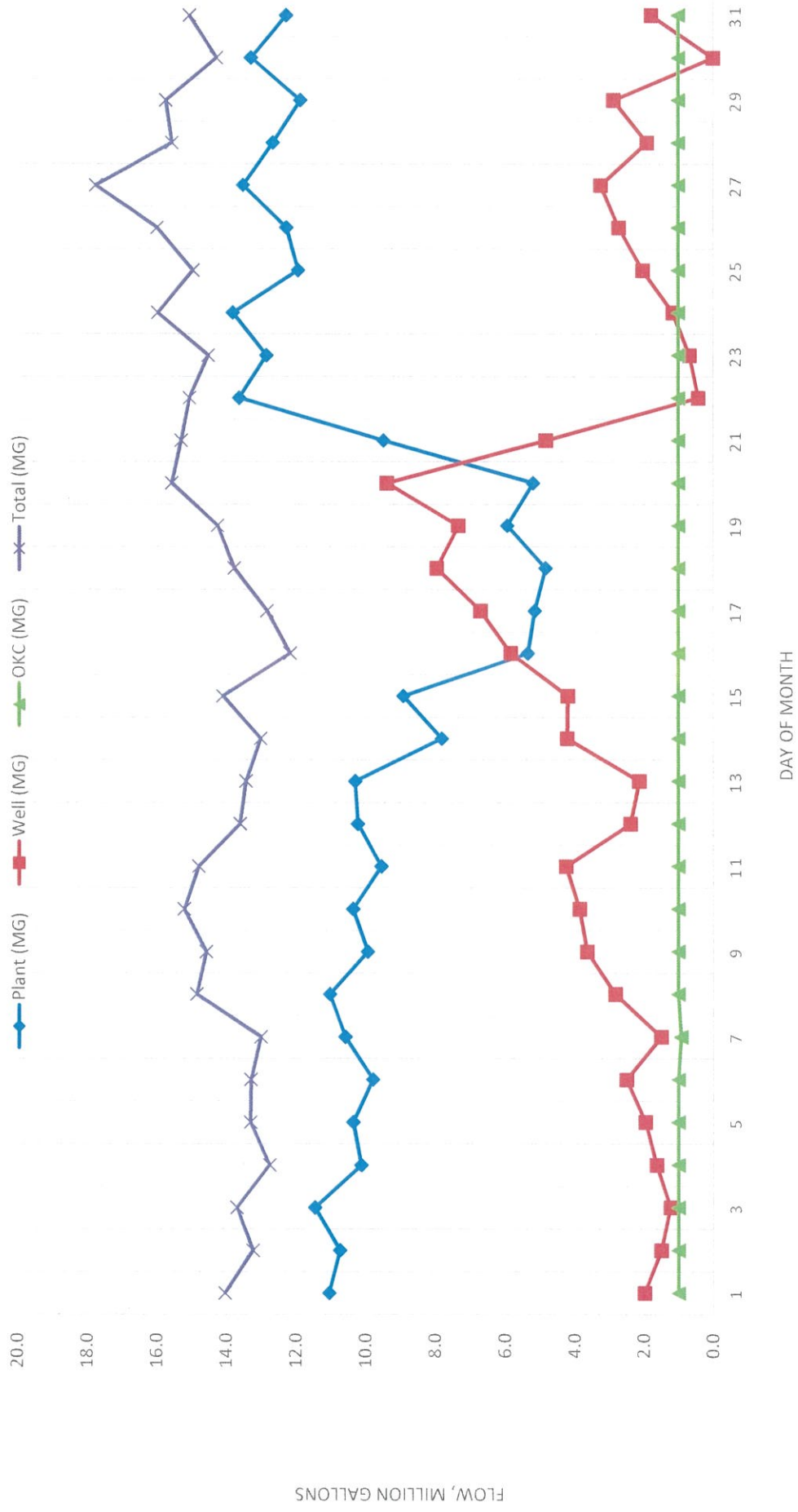
Public Education

Number of tours conducted	3	17	1	12
Number of people on tours	4	178	12	186

Notes:

Replaced mixer motor with spare on SCC 3. Started SCC 3 and put into service. Repaired leak on FSA.
Replaced air compressor #2 unit at UV with spare. The pH probe on acid skid for SH has been replaced.

WATER PRODUCTION FOR MAY 2024



SANITATION DIVISION PROGRESS REPORT
SUMMARY 2024

	FYE 23		FYE 24	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	24	1	11
<u>On The Job Injuries</u>	0	6	0	1
<u>Bulk Pickups</u>	40	221	53	323
<u>Refuse Complaints</u>	90	729	113	736
<u>New Polycarts Requests</u>	91	562	56	386
<u>Polycarts Exchanges</u>	2	95	4	32
<u>Additional Polycart Requests</u>	78	630	54	398
<u>Replaced Stolen Polycarts</u>	27	230	22	126
<u>Replaced Damaged Polycarts</u>	67	949	62	357
<u>Polycarts Repaired</u>	47	430	21	193

COMPOST MONTHLY REPORT

MAY

MONTH

TONS BROUGHT IN BY COMPOST CREWS:	423.78
LANDFILL TIPPING FEE'S	\$ 22.91
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,708.80

TONS BROUGHT IN BY PUBLIC:	1,700.00
TONS BROUGHT IN BY CONTRACTORS :	2,500.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	300.00
LANDFILL TIPPING FEE'S	\$ 22.91
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 103,095.00

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 112,803.80
---------------------------------------------	---------------

REVENUE COLLECTED FROM COMPOST SALES:	\$1,200.00
REVENUE COLLECTED FROM GATE SALES:	\$13,240.00

TOTAL TONS COLLECTED	4,923.78
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MULCH CUBIC YDS

COMPOST CUBIC YDS

MONTH

MONTH

PARKS DEPT.	
ROAD & CHANNEL	
LINE MAINTENANCE	
STREET DEPT.	
WATER TREATMENT	
MURPHY PRODUCTS OKC	
SELF LOADING BIN	
DRYING BEDS	0
COMPOST SOLD BY CUBIC YARDS	
MULCH SOLD BY CUBIC YARDS	3,800
TOTAL:	3,800

48
360
408

MONTHLY TRANSFER STATION REPORT

May

	TONS PER MONTH	REVENUE PER MONTH
O.U.	413.05	\$22,626.30
STANDARD GATE	1,605.02	\$136,560.66
RESIDENTIAL	647.30	\$23,290.40
TOTALS:	2,665.37	\$182,477.36

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	552.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	11113.39
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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:	552.00
GRAND TOTAL TONS TO LANDFILLS	11,113.39

DISPOSAL COST PER TON (OKC)	\$22.91
TIPPING FEE'S FOR DUMPING AT OKC:	\$254,607.76
GRAND TOTAL TIPPING FEE'S	\$254,607.76

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	703.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4718.87
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	572.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3639.97
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1275.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	8358.84
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	95.94
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TOTAL TONS RECEIVED AT TRANSFER STATION	11120.15
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