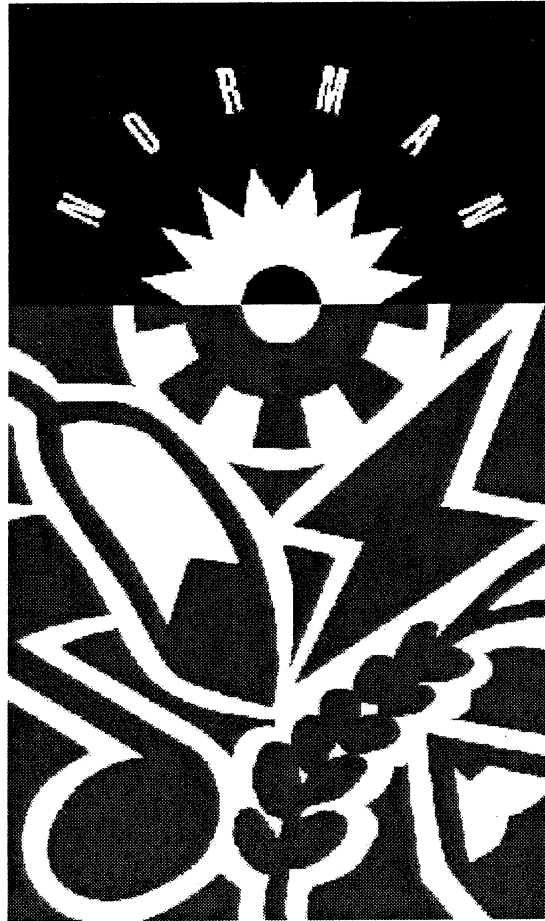


# City of Norman



## Monthly Departmental Report

**March 2023**

## **MONTHLY PROGRESS**

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**CITY CLERK            1**



**CITY CLERK****MONTHLY PROGRESS REPORT****March 2023**

<b>ACTION CENTER</b>				
<b>DEPARTMENT</b>	<b>CALLS</b>	<b>CALLS YTD</b>	<b>ADDITIONAL CONTACTS</b>	<b>ADDITIONAL CONTACTS YTD</b>
Animal Welfare	18	125	2	18
Bus Service	0	0	1	1
CDBG	0	5	0	9
City Clerk	143	841	6	31
City Manager/Mayor	10	59	4	50
City Wide Garage Sale	0	0	0	0
Code Enforcement	56	405	6	36
Finance	3	55	1	1
Fire/Civil Defense	10	40	0	2
Human Resources	6	77	0	0
I.T.	6	60	0	2
Legal	17	65	7	14
Line Maintenance	28	205	3	15
Municipal Court	5	37	0	1
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	21	172	2	22
Permits/Inspections	55	364	0	4
Planning	24	121	3	5
Police/Parking	25	238	9	92
Public Works	25	178	8	20
Recycling	0	0	0	1
Sanitation	50	482	6	20
Sidewalks	0	1	0	4
Storm Debris	0	0	0	0
Storm Water	18	105	1	25
Streets	62	324	14	41
Streets Lights	0	0	15	70
Traffic	26	227	0	11
Utilities	70	678	2	16
WC Questions	0	0	0	0
WC Violations	0	0	0	0
<b>March Total: 768</b>	<b>678</b>	<b>4186</b>	<b>90</b>	<b>421</b>

## LICENSES

Twenty-nine New licenses and 1278 Renewals were issued during the month of March. 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	4	4	Retail Beer	64	74
Brewer	6	7	Retail Spirits Store	13	14
Coin-Operated Devices	455	464	Retail Wine	46	55
Distiller	0	0	Salvage Yard	1	1
Food	353	397	Sidewalk Dining	9	9
Game Machines	188	188	Solicitor/Peddler (30 day)	0	4
Impoundment Yard	3	3	Solicitor/Peddler (60 day)	1	8
Kennel	11	13	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	26	35	Special Event	2	5
Medical Marijuana Grower	22	26	Strong Beer & Wine/Winemaker	1	5
Medical Marijuana Processor	9	18	Taxi/Motorbus/Limousine	8	10
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	46	51	Temp Food (one day)	2	9
Mixed Beverage/Caterer	31	36	Temp Food (30 day)	0	5
Pawnbroker	3	4	Temp Food (180 day)	2	15
Pedicab	0	3	Transient Amusement	1	1
<b>YTD License Total: 1464</b>	<b>1157</b>	<b>1249</b>		<b>150</b>	<b>215</b>

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
L & A Wrecker	2630 12 <sup>th</sup> Ave. NW	Impoundment Yard
Cirque Entertainment	999 outside of City	Special Event
NN Honks and Horns Car Show	1809 Stubbeman Ave	Special Event
Cirque Entertainment	999 outside of City	Transient Tent Show License
Quail Springs Vending	999 outside of City	Game Machines/Pool Tables (7 decals)
I-Drive Norman	4008 Bluestem Circle	New Taxi Cab/Limo/Motorbus
New York Pizza and Pasta	217 W. Boyd St	Mixed Beverage/Caterer
Pharmhouse Cannabis Processing	530 W. Lindsey St	Medical Marijuana Processor
Evergreen Lounge Grow	5600 W. Tecumseh Rd Bld. I	Medical Marijuana Grower
Humble Ground Cultivation	1824 Atchison Drive	Medical Marijuana Grower
Top Tier Farms	2000 Research Park Blvd. 100	Medical Marijuana Grower
Noble Cannabis Co Dispensary	2202 Tecumseh Dr.	Medical Marijuana Dispensary
Legally Brewed, LTD, Co.	123 W. Main	Brewer
The Brown Bag	3770 W. Robinson St 100	Food Service
Legally Brewed, LTD, Co	123 W. Main	Food Service
New York Pizza and Pasta	217 W. Boyd	Food Service
Old School Bagel	3075 Classen Blvd 101	Food Service
The Surf Bar	582 Buchanan Ave	Food Service

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction		

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Dirck Concessions		B's Smokehouse
Ted's Café Escondido		Dirck Concessions

### **CLAIMS FILED**

DATE FILED	NAME	JUSTIFICATION	AMOUNT
3-06-23	Gerald Mann	Claimant on March 2, 2023, allegedly did not see debris in road and ran over it as he drove on 24 <sup>th</sup> Street going towards Hwy 9, Claiming it caused damage to front tire. Requesting replacement cost of tire \$117.64.	\$117.64
03-15-23	James P. Morrison	On February 5, 2023, at 2119 Bates Way. Claimant had experienced a backup in his plumbing and called Champion Plumbing. Alleging a collapsed sewer portal that transitioned into the City of Norman sewer manhole, was the problem and alleges that the City's PVC pipe was not up to code. At the time of repairs claimant did not realize that the problems discovered would lead to a claim with the City of Norman and that is the reason that there are no other estimates.	\$13,267.31
03-23-23	Garrett Tomlinson	On November 02, 2022, there was a water main leak at 3112 Carnoustie Dr. and Claimant alleges, the City of Norman workers had to take out his mailbox to repair water main. Requesting replacement cost of mailbox.	\$1,641.00
03-28-23	Walgreens Company	Alleges on 03/08/22 at 615 W. Main Street that when City workers removing trash did not line up the waste compactor and the dumpster correctly and caused a crack in the photo eye/sensor, causing the waste compactor to malfunction. Requesting reimbursement for repairs.	\$215.30
03-29-23	Roberta Rocco	On 03-27-23 at 2901 120 <sup>th</sup> Ave N.E. Claimant alleges that Norman police officers did a welfare check and pushed on the electric gate to gain access and broke the weld for the gate opener. Requesting reimbursement for the repairs.	\$200.00

### **STUDY SESSION**

On March 7, 2023, City Council met in Study Session and discussed Flock Safety Camera Solutions for the community. Additionally, discussed a Water Rate Increase.

On March 21, 2023, City Council met in Study Session and discussed Operator Agreements for the Young Family Athletic Center and the Senior Center.

### **SPECIAL SESSION**

On March 14, 2023, City Council met in Special Session and adjourned into an Executive Session, to discuss pending litigation associated with Shaz Investment Group, L.L.C., vs. the City of Norman, Cleveland County Court Case CJ-2021-1044(k).

On March 28, 2023, City Council met in Special Session and adjourned into an Executive Session to discuss pending litigation associated with Shaz Investment Group, L.L.C., vs. the City of Norman, Cleveland County Court Case CJ-2021-1044(k).

### **FINANCE COMMITTEE**

On March 16, 2023, the Finance Committee met and discussed the FYE 2024 City of Norman Budget. Additionally, discussed Flock Safety Camera Solutions for the community as well as the Monthly Revenue and Expenditure reports.

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

On March 02, 2023, the Business and Community Affairs Committee met and Engage Learning gave a presentation and discussed removable bollards in lieu of barricades for street closures.

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

On March 23, 2023, the Community Planning and Transportation Committee met and Public Transit Report was submitted. Discussed the Center City Tax Increment Finance District Infrastructure Plan, along with current Parking/Towing Policies. Additionally, discussed Maintenance responsibilities of Rights of Way between back or side yard fences and arterial streets and discussed Cedar Lane connecting to Jenkins Avenue.

### **OVERSIGHT COMMITTEE**

On March 09, 2023, the Oversight Committee met and discussed Warming Shelter Updates, as well as current Contract Terms/End Date. Additionally, discussed unsolicited Junk Mail.

**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 – March 2023

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 March are discussed below:

Treasury Division:

In the month of March, the Treasury Division processed 41,173 payments in person and over the phone, an increase of 12% from last month. Paymentus (the City's 3<sup>rd</sup> party processor of online and automated telephone payments) processed 13,648 payments in March, an increase of 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 March by -0.4%. Revenues from the City's largest single source of revenue, sales tax, are above target by 2.5% for the year to date and 1.3% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 23 Budget To Date	FYE 23 Actual To Date	FYE 22 Actual To Date	FYE 21 Actual To Date
Sales Tax Revenue	\$40,573,274	\$41,596,461	\$41,054,789	\$33,772,689
General Fund Revenue	\$75,698,969	\$75,363,204	\$70,945,921	\$71,820,712
General Fund Expenses	\$74,970,979	\$71,859,475	\$63,781,569	\$70,909,469

## Administration Division

	FYE 23		FYE 22	
	March	YTD	March	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	2,600.00	320.00	3,040.00
Total Comp Time Available	2.75	38.50	9.00	81.00
Total Overtime Hours	0.00	0.00	0.00	0.50
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	 482.75	 2,638.50	 329.00	 3,121.50
Benefit Hours Taken	27.25	345.00	34.75	520.75
 TOTAL ACCOUNTABLE STAFF HOURS	 455.50	 2,293.50	 294.25	 2,600.75
 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



**ACCOUNTING      3A**

## Accounting Division

	FYE 23		FYE 22	
	March	YTD	March	YTD
Total Regular Hours Available	1,680.00	11,200.00	1,120.00	9,832.00
Total Comp Time Available	1.50	21.50	1.25	28.75
Total Overtime Hours	5.25	82.75	15.00	145.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,686.75	 11,304.25	 1,136.25	 10,005.75
Benefit Hours Taken	187.00	2,667.50	124.00	1,608.50
 TOTAL ACCOUNTABLE STAFF HOURS	 1,499.75	 8,636.75	 1,012.25	 8,397.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

## **CITY REVENUE REPORTS**

**3B**

## City Revenue Report

	FYE 23 February	FYE 23 March	Plus/Minus
Total Revenue Received (\$)	\$4,378,919	\$4,833,801	\$454,882
Utility Payments - Office (#)	36,891	41,173	4,282
Utility Payments - Office (\$)	\$3,970,276	\$4,103,858	\$133,582
Paymentus (#)	12,935	13,648	713
Paymentus (\$)	\$1,210,012	\$1,329,677	\$119,665
Lockbox (#)	9,913	10,003	90
Lockbox (\$)	\$1,259,902	\$1,184,716	(\$75,186)
E-Lockbox (#)	3,577	3,783	206
E-Lockbox (\$)	267,678	303,160	\$35,482
Bank Draft Payments (#)	11257	11413	156
Bank Draft Payments (\$)	\$1,107,397	\$968,709	(\$138,688)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	94	104	10
Processed Return Checks (\$)	(\$8,573)	(\$11,190)	(\$2,617)
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	36,867	298,542	\$261,675
Municipal Court - Fines/Bonds (\$)	155,610	201,828	\$46,218
Municipal Court - Credit Card (#)	402	429	27
Municipal Court - Credit Card (\$)	84,971	97,742	12,771
Building Permits Cash Report (\$)	232,448	252,500	\$20,052
Building Permits Credit Card (#)	307	415	108
Building Permits Credit Card (\$)	\$159,205	\$156,434	(\$2,771)
Occupational License - Bldg Insp. (\$)	\$2,975	\$33,365	\$30,390
Occupational License - Bldg Insp. CC (#)	43	138	95
Occupational License - Bldg Insp. CC (\$)	\$2,525	\$9,059	\$6,534
Business License - City Clerk (\$)	17,610	242,365	\$224,755
Accounts Receivable Billed (\$)	\$839,793	\$173,762	(\$666,031)

## Budget Services Division

	FYE 23		FYE 22	
	March	YTD	March	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	3,200.00	320.00	3,039.50
Total Comp Time Available	0.00	1.25	1.75	8.00
Total Overtime Hours	1.50	3.25	0.00	1.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 481.50	 3,204.50	 321.75	 3,048.50
Benefit Hours Taken	25.00	540.00	9.75	529.25
 TOTAL ACCOUNTABLE STAFF HOURS	 456.50	 2,664.50	 312.00	 2,519.25
 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

## Treasury Division

	FYE 23		FYE 22	
	February	YTD	February	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	8,000.00	800.00	7,168.25
Total Comp Time Available	8.25	24.50	0.50	92.25
Total Overtime Hours	46.00	405.75	41.50	365.75
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	1,254.25	8,430.25	842.00	7,626.25
Benefit Hours Taken	324.50	1,891.75	74.75	1,179.75
TOTAL ACCOUNTABLE STAFF HOURS	929.75	6,538.50	767.25	6,446.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

**UTILITY      3C**

## Utility Division

	FYE 23		FYE 22	
	March	YTD	March	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,680.00	11,200.00	2,566.25	22,518.25
Total Comp Time Available	45.25	105.70	37.50	232.25
Total Overtime Hours	98.25	590.50	211.00	1,009.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,823.50	11,896.20	2,814.75	23,759.50
Benefit Hours Taken	171.75	1,848.00	229.25	3,810.00
TOTAL ACCOUNTABLE STAFF HOURS	1,651.75	10,048.20	2,585.50	19,949.50
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



## Drive-up Window and Mail Payments - FYE 2023

	Feb '23	Mar '23
Mail Payments - Lockbox	9,913	10,003
Mail Payments - E-Lockbox	3,577	3,783
Mail Payments - Office	38	46
<b>Total Mail Payments - Subtotal</b>	<b>13,528</b>	<b>13,832</b>
Night Deposits	211	152
Paymentus Payments	12,935	13,648
<b>Without assistance paymnts - Subtotal</b>	<b>13,146</b>	<b>13,800</b>
Office Payments	2,061	2,235
<b>With assistance payments - Subtotal</b>	<b>2,061</b>	<b>2,235</b>
<b>Total Payments Processed - Subtotal</b>	<b>28,735</b>	<b>29,867</b>
Bank Draft (ACH) Payments	11257	11413
<b>Total Payments (Utility)</b>	<b>39,992</b>	<b>41,280</b>
<b>Total Payments</b>	<b>57,470</b>	<b>59,734</b>

## Traffic Counter at Drive-up Facility

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

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

## Utility Division Activity Report - FYE 2023

	FYE 23		FYE 22	
	March	YTD	March	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,755	399,972	45,525	396,895
New Deposit Ons Billed	752	6,529	646	6,474
Final Accounts Billed	715	5,952	630	5,408
TOTAL ACCOUNTS BILLED	45,222	412,453	46,801	408,777

## **FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report March 2023

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	28	1.79%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.06%
3 - Rescue & emergency	954	61.04%
4 - Hazardous Conditions (No Fire)	23	1.47%
5 - Service Call	122	7.81%
6 - Good Intent Call	347	22.20%
7 - False Alarm & False Call	60	3.84%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.13%
Incomplete Reports	26	1.66%
<b>Total Incident Count (Unique Calls)</b>	<b>1563</b>	<b>100.00%</b>
<b>Number of Total Unit Responses</b>	<b>2055</b>	

**Total Fire Loss      \$54,700**

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
<b>Station #1</b>	336	269	0:04:29
<b>Station #2</b>	217	308	0:05:08
<b>Station #3</b>	247	354	0:05:54
<b>Station #4</b>	190	310	0:05:10
<b>Station #5</b>	51	657	0:10:57
<b>Station #6</b>	60	479	0:07:59
<b>Station #7</b>	151	343	0:05:43
<b>Station #8</b>	112	312	0:05:12
<b>Station #9</b>	191	322	0:05:22

### Community Outreach

Tours and Special Events	8	Station tours, Career Days, Touch a Truck Events, Tomorrow's Leaders
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### Burn Permits

Burn Permits Issued	241	Conditions were favorable for burning 9 days in March
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### Training

Total Personnel Training Hours	1833	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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# NFD Monthly Progress Report

March 2023

## 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*	11	4	0	1	1	1	2	2	0	0
Chief 301	10	1	2	0	0	0	1	3	3	0
Chief 302	23	8	2	1	3	0	0	6	2	1
Chief 303	18	5	4	1	1	1	0	3	2	1
Chief 304	22	3	4	5	0	0	0	8	1	1
Chief 401	9	0	0	4	0	0	2	2	0	1
Chief 402	7	2	0	0	2	0	2	0	1	0
Chief 403	18	3	2	0	1	6	2	2	0	2
Chief 404	2	1	0	0	0	0	1	0	0	0
Engine 1	342	312	3	7	0	0	4	11	2	3
Brush 1	11	5	0	2	0	0	3	0	0	1
Ladder 1	43	33	2	1	2	0	0	4	1	0
Engine 2	229	4	209	5	5	0	1	4	1	0
Brush 2	5	0	4	1	0	0	0	0	0	0
Ladder 2	27	6	11	3	2	0	0	3	1	1
Engine 3	267	6	6	243	0	0	2	6	0	4
Brush 3	8	0	2	5	0	0	1	0	0	0
Engine 4	200	2	4	1	189	0	0	3	1	0
Brush 4	2	0	0	1	1	0	0	0	0	0
Tanker 4	2	0	0	0	2	0	0	0	0	0
Engine 5	28	0	0	0	0	25	3	0	0	0
Brush 5	61	0	0	0	0	58	3	0	0	0
Engine 6	23	0	0	0	0	3	18	1	0	1
Brush 6	65	0	0	0	0	3	59	1	0	2
Rescue 7	1	0	1	0	0	0	0	0	0	0
Squad 7	199	17	8	4	5	0	2	148	11	4
Brush 7	4	2	0	0	0	0	1	1	0	0
Engine 8	122	0	3	0	3	0	2	5	109	0
Brush 8	1	0	0	0	0	0	1	0	0	0
Tanker 8	6	0	1	0	0	2	3	0	0	0
Engine 9	208	8	0	5	0	2	6	3	0	184
Brush 9	8	1	0	1	0	1	2	0	0	3
Tanker 9	9	0	0	1	0	2	6	0	0	0
EM1*	16	5	0	1	2	1	3	3	1	0
EMS1*	12	4	1	1	1	1	2	2	0	0
Fire Marshal 1	6	2	0	1	1	0	0	1	1	0
Fire Marshal 2	4	2	0	0	1	0	0	0	1	0
Fire Marshal 3	10	2	0	1	0	2	3	1	1	0
Fire Marshal 4	4	1	1	0	1	1	0	0	0	0
Fire Marshal 5	12	3	2	0	2	1	1	2	0	1
	2055	442	272	296	225	110	136	225	139	210

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

## March 2023 Fire Prevention Activity Summary

### Prevention Department Update and Activities

Inspections/Re-Inspections	87 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks
Smoke Detectors	3	Check/Install Smoke Detectors/Replace Batteries
Investigations	11	1 Joint, 8 Closed, 1 Complete, 1 Pending
Investigative Activities	25 hours	Fire Scene Investigation, reports, OSBI, interviews/Interrogation
Department Meetings	15 (13 hours)	Shift Change Meetings, Staff Meeting
Station & Equipment Maintenance	26 hours	Daily checks, supplies replenishing, iPad issues, cleaning & organization
Public Service/Education & Special Events	4 hours	Age Group Education research, Tour at Station

NOTE: Inspector Rigsby is currently in full time CLEET Training.

### Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews	18	69
Fire Protection System Plan Reviews	3	8
Inspections/Re-inspections	31	35
Meetings	5	6
Training	4	10
Communication	N/A	20
<b>Totals</b>		<b>148</b>

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

March 2023

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



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



Other Emergency Management Activities	
<p>The OK EM Association and the Office of OKEM&amp;HS held the annual conference in Durant OK, the week of February 25, 2023. 510 were in attendance training and working on the discipline of EM. The response effort and recovery effort went well into March. Crosspointe Church was the focus point for individuals to receive various assistance. An initial resource center was established at the 12<sup>th</sup> St Recreation Center. And once it ceased operations all support measures were moved to Crosspointe Church.</p>	<p>Norman was struck by an EF2 tornado during the evening hours of February 26, 2023. A unique situation occurred as the Norman EMC was attending a conference in Durant Oklahoma. An EOC was establish for storm watch throughout the evening. Just as the storm appeared to be ending a sudden spin up originating at Cole OK become tornado conditions. In this EOC was the NWS representatives, the State EM representative, The 63<sup>rd</sup> CST Representatives and a host of coordinating EM's. Norman EM was advised of the situation and immediately notified the emergency contacts in Norman just before the actual tornado warning was issued. This allowed for a "heads up" to the responders. The polygon captured 95% of the City of Norman and automatically activated the severe weather sirens and the Rave system. As the storm progress through the jurisdiction a second manual sounding of the sirens continued to alert the residents. 7 sirens were in the path of the storm, 1 was destroyed, damaged but functional. Cost of repair/replacement is ~\$70,000</p>
<p>Operations during disaster events. Once response operations were completed actions on recovery begin. There was various confusion of which city department should handle certain aspects and who external liaisons should be talking to. Norman EM Coordinator has the role of NIMS Compliance Officer and as such ensuring correct actions are taken is vital for any federal reimbursements should they become available.</p>	<p>An open discussion with the City leadership is needed on operations during disaster events. NIMS training for senior and elected officials will be coordinated and various other internal trainings will be scheduled. There has been a significant turnover of leadership since NIMS was implemented and many supervisors at all levels do not have training. A "hotwash" of the event was conduct by NPD on March 9, 2023. This revealed many did not know the EOP existed, their duties and responsibilities or how to access it.</p>

EM Coordinator attended the Public Assistance Boot Camp	Conducted by the state EM on 21 Mar, 2023. This continuing education regarding the systems for submitting projects and reimbursement was presented and updates provided.
EM supported the annual Medieval Fair at Reeves Park on 30 Mar – 2 April, 2023	This major annual event saw near record crowds in 2022. In 2023, the crowds exceeded average size with the initial count estimated over 200,000 visitor to the Fair. EM provided coordination with the CCHD and the Medical Reserve CORPS that provided 32 different volunteers coming from 10 different counties and totaling 275 volunteer man hours.
<b>Local Response</b>	
Red Cross Coordination for burn outs. In March EMC responded to three calls to assist families with their immediate need. The Assistant Chief or Battalion Chief on Duty initiates the call to the EM Coordinator who in turn facilitates coordination with the Red Cross	With the robust reorganization in the Red Cross and the turmoil of having a 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.
<b>Youth Camp</b>	
Planning of the 2023 Youth Preparedness Camps are underway. The first State sponsored Day Camp will be held at the NSU Broken Arrow Campus in June 2023. A full camp is planned for the NSU Tahlequah Campus and the Murray State College Campus in Tishomingo. Youth preparedness is growing and participation and support has been phenomenal.	In 2019, the first youth preparedness camp was held at NSU in Tahlequah. Since then additional camps have been planned, both locally administered and state supported. This program trains students in two primary areas. 1: The Citizens Emergency Response Training program and 2: A course of Community Preparedness Training. Students and staff were housed in the dorms and logistic support was provided by NSU emergency Management. The course is very robust and kept the students and staff highly engaged in training and learning hands on skills critical in disaster operations. The FEMA Region 6 representative indicated the camp are ran very professionally and Oklahoma is a leader in this field.

	These camps are nationally recognized by Bill Bischof, FEMA Region 6, National Preparedness Division
Additional Youth Camps are planned, one being at NSU in Broken Arrow planned for June 22. This will be the first day camp organized. Another camp is being planned at Murray State College with dates TBD.	Norman EM is the Operations planner for the Oklahoma Youth Council Preparedness Camps. Oklahoma is a leader FEMA Region 6 in promoting and implementing youth preparedness
The Norman Art Walk conducted each second Friday contacted the EM Division for support of a cooling station.	Norman Emergency Response Volunteers provide community outreach, medical first aid and comfort stations on request.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333 in collaboration with the Cleveland County Health Department. During 2023 the Unit has applied for and received an extension with an increase of \$26,500 for the RISE Grant. This grant has supported purchasing of equipment, supported an internship program with the OU School of Social Work and paid for a temporary staff to assist in the Medical Reserve CORPS administrative activities. The offer to extend the grant and receive an additional \$26,000 and that application is in process. Approval of the extension was received and in process. Also the annual Operational Readiness Grant is available and an application for \$10,000 was submitted	The Emergency Management Coordinator met with the State Coordinator and the Cleveland County Local Response Coordinator (LRC) to discuss the reorganization of the health departments and the management of the MRC Unit. Cleveland County is now assigned to take care of solely Cleveland County. Previously they supported 5 counties. The reassignment identifies the health department as Region 10, Cleveland County. This will assist in the collaboration of the MRC unit and will continue to enhance the Norman Emergency Volunteer response.
<b>Disaster Reimbursement Status</b>	
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.
Disaster DR-4222 2015	Federal portion paid, State portion of \$91,808.32 is pending
<b>Mitigation Grant Status</b>	

Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
<b>Severe Weather Issues</b>	
National Weather Service Storm Spotter Training	<a href="#">NWS Norman Spotter Schedule (weather.gov)</a>
Severe Weather Response Extreme cold weather	During the Christmas Holiday we experienced extreme cold weather that involved temperatures as low as -25 with winds 45-50 mph. Several motels lost power and plans were made to relocate to Irving Community center in the event power was not restored. Power did come back on and no relocations occurred. Food and Shelter for Friends provided additional bed space for over fill. Staffing limitations prevented Salvation Army from increasing their services. Red Cross is now solely in a support role and will support a City managed shelter but not initiate one on their own.

**HUMAN RESOURCES 5**

**HUMAN RESOURCES**  
**Monthly Report**  
**March 2023**

**HUMAN RESOURCES**

Total number of Employees: 944

Orientations: 6

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

Terminations: 7

**ADMINISTRATION**

- Worked FMLA cases in tandem with HR Director
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
- Labor Relations:
  - Union negotiation meetings held March 2<sup>nd</sup>, 9<sup>th</sup>, and 23<sup>rd</sup>
  - 2 AFSCME, 2 IAFF, 1 FOP meetings held

**BENEFITS**

New Enrollments: 14

COBRA/Retiree participants: 48

<b>Benefit Participation</b>		
	<b>#</b>	<b>%</b>
Medical	786	83%
Dental	785	83%
Vision	556	59%
Disability	190	20%
Supp Life	439	47%

**PERSONNEL ACTIONS**

**New Hires – 27**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Human Resources	Chief Diversity & Equity Officer	1
Information Technology	Network & Infrastructure Engineer	1
Parks & Rec/Recreation	Recreation Center Specialist (PT)	2
Parks & Rec/WW Aquatic Center	Aquatic Manager (PT)	1
Parks & Rec/WW Aquatic Center	Admissions Clerk I (PT)	1
Parks & Rec/WW Aquatic Center	Assistant Aquatic Manager (PT)	2
Parks & Rec/WW Aquatic Center	Lifeguard (PT)	9
Parks & Rec/WW Aquatic Center	Office Manager-(Pool)	1
Parks & Rec/WW Aquatic Center	Swim Instructor	1
Police/Emergency Communications	Communication Officer I	1
Police/Staff Services	Parking Service Officer (PPT)	1
Public Works/ Streets	Maintenance Worker I	1

Utilities/ Sanitation	Sanitation Worker I	1
Utilities/Sewer Line Maintenance	Utility Collection Worker I	2
Utilities/ Water Line Maintenance	Utility Distribution Worker I	1
Utilities/Water Treatment Plant	Laborer (PT)	1

### Promotions – 2

Dept./Div.	Position	Number of Employees
Public Works/Fleet	Fleet Service Technician	1
Utilities/WRF	Custodian (PPT)	1

### Separations – 7

Dept./Div.	Position	Number of Employees
City Manager/Community Relations	ADA Technician	1
Parks & Recreation/Park Maintenance	Maintenance Worker I	1
Public Works/Stormwater	Admin Tech III	1
Public Works/Streets	Heavy Equipment Operator	1
Utilities/Sanitation	Sanitation Worker I	1
Utilities/Sanitation	Sanitation Worker II	1
Utilities/WLM	Utility Distribution Worker I	1

### 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*	
<b>City Clerk</b>	
Deputy City Clerk (1)	
<b>Human Resources</b>	
Training and Development Manager (1)	
<b>Information Technology</b>	
Network and Infrastructure Engineer (1)	
<b>Parks &amp; Recreation</b>	
Park Maintenance – Maintenance Worker I (1)	PT Park Maintenance - Parks Temporary Laborer (8)
PT Food & Beverage Tech I (2)	PT Irving, 12th, Whittier - Recreation Center Specialist (2)
PT Little Axe - Recreation Center Specialist (1)	PPT Irving – Recreation Leader I
<b>Westwood Family Aquatic Center &amp; Golf Course - all PT Seasonal</b>	
Admissions Clerk I (20)	Admissions Clerk II (4)
Assistant Aquatic Manager (4)	Aquatics & Facility Maintenance I (8)
Aquatic Manager (1)	Aquatics & Facility Maintenance II (3)
Concessions Cashier I (18)	Concessions Cashier II (6)
Concessions Manager (1)	Head Lifeguard (6)
Lifeguard (70)	Office Manager (1)
Slide & Gate/Shallow Guard Attendant (16)	Swim Instructor/Swim Coach (25)
Golf Course Attendant (1)	
<b>Planning and Community Development</b>	
Long Range Planner (1)	
<b>Police</b>	
Police Officer (20)	Administration - Police Public Information Officer (1)
Animal Welfare - Pet Adoption Coordinator (1)	Emergency Communications Bureau - Communications Officer I (3)
Staff Services - Police Records Clerk (1)	Emergency Communications Bureau - Communications Officer II (0)
<b>Public Works</b>	

Engineering - City Surveyor (1)	Fleet - Fleet Service Technician (1)
Fleet – Maintenance Worker I (1)	Stormwater – Administrative Technician III (1)
Streets – Heavy Equipment Operator	Streets – Maintenance Worker I (1)
Traffic – Traffic Signal Technician (1)	
<b>Utilities</b>	
Sanitation - Sanitation Worker I (3)	Sanitation - Sanitation Worker II (2)
Sewer Line Maint. - Utility Collection Worker I (1)	PT Water Treatment Plant - Temporary Laborer (1)
PPT Water Reclamation Facility – Custodian (1)	

### **SAFETY**

#### **Fitness for Duty Meetings**

<b>Department</b>	<b>Number Held</b>
Fire	1
Police	1

#### **Return to Work Meetings**

<b>Department</b>	<b>Number Held</b>
Fire	1

#### **Recordable Injuries – OSHA**

<b>Department/Division</b>	<b>Nature of Injury</b>	<b>How Sustained</b>	<b>Prognosis</b>
Fire/Suppression	Strained lower back	Strained lower back during normal work activities	Work restrictions
Fire/Suppression	Hernia	Sustained hernia fighting fires	Work restrictions
Police/Patrol	Strained both knees and chipped tooth	Sustained injuries while breaking up a fight between mother and daughter	Work restrictions
Public Works/Stormwater	Strained left ring finger	Strained left ring finger reaching for door handle	Work restrictions
Utilities/Line Maintenance	Bruised right ribs and elbow	Strong winds caused door to slam employee causing him to fall onto steps of van	Work restrictions

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

<b>2023*</b>	<b>2022</b>	<b>2021</b>
3	7	5

*\*CY2023 is current YTD*

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

<b>2023</b>	<b>2022</b>	<b>2021</b>
6	3	10

#### **Recordable Injuries per calendar year:**

<b>2023*</b>	<b>2022</b>	<b>2021</b>
19	60	64

*\*CY2023 is current YTD*

#### **Recordable Injuries per fiscal year:**

<b>2023</b>	<b>2022</b>	<b>2021</b>
53	54	75



## **INFORMATION TECHNOLOGY**

**6**

**CITY OF NORMAN**

Information Technology Department  
Monthly Report – March 2023.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance. Munis for HR Module is being updated. CityView for Planning and Permits began May 2022 and will continue into 2023.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	Ongoing: New core switching is implemented and speed enhanced at main campus. IT Network staff are in implementation and testing of networking and security appliances, as well as virtual upgrades. This includes expansion of equipment for new buildings.

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 Utilites Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in FYE23
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 – Sanitation, Line Maintenance, Sr. Center, YFAC, EOC, Development Center, Municipal Court, HR/IT Building, Bus Station, Building Maint.
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Planning – Finance Dept. looking for funds for fiber move. To be complete by end of FYE23.
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

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
Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	In Progress
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

### Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of March 2023. This high amount is because of various departmental moves to the Development Center and the IT Department assisting in connections and configuration.

### Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 21 emails from the groups shown were sent from city servers using city resources – of those 42,444 were delivered to outside mailboxes for the month of March 2023. The city servers generated mass communications to Norman citizens of 42,444 messages from only 21 sent (see **IT Table 2**).

### Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 247,135 attempted incoming and 91,060 outgoing messages for the month of March 2023. Incoming messages totaling 120,273 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 49% of our inbound mail. This percentage is up from previous months for malicious email/spam however; our security efforts are having an effect on 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 March 2023, the City of Norman's web site had 104,381 individual web sessions access the web site for 218,776 total page views. Of those sessions, 58,937 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

### ERP Project Implementation Progress:

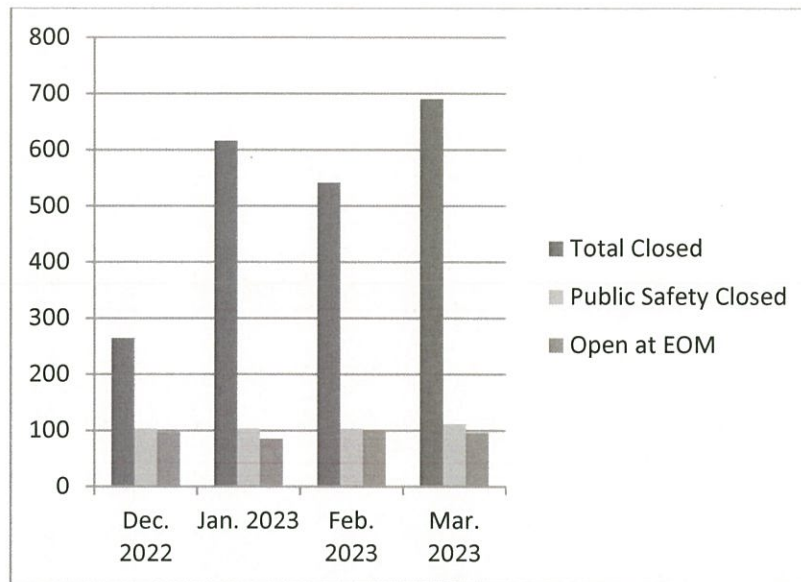
The chart below shows the path that we have followed through our ERP Implementation Project. The project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The final implementations are expected to run through FYE24. The City Council approved approximately \$6 Million 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



has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), Finance software (Munis), Utility Billing software (CIS Infinity), Payroll (Munis), Human Resource Management (Munis), and Work Orders (Tyler EAM). Daily work continues on these systems as well as additional training, enhancements, and configuration. Server installation and configuration for Planning and Community Services (CityView) application began in May of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada). The final phase of our software upgrades, City View, is expected to complete during the latter part of calendar year 2023. We will continue to evaluate each of these systems moving forward starting with a review of the HR Systems in FYE23.

		2018												2019												2020												2021											
Community / Phase	Legacy	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	
City of Norman Implementation Plan																																																	
Parks & Rec: Vermont	Manual																																																
Municipal Court: Tyler Incode	Custom																																																
Phase 1: Financial Management	HTE																																																
Utility Billing: Advanced Utilities	HTE																																																
Phase 2: EAM: Facilities, Line Maint, Storm water	HTE																																																
Planning and Community Dev.: Cityview	HTE																																																
Phase 3: Human Resource Management	HTE																																																
Time & Attendance: IntelliTime	Manual																																																
Website Re-Design	Custom																																																
Phase Months:		0	1	2	2	1	3	3	3	2	2	2	2	2	3	2	2	3	3	4	4	4	4	4	4	4	5	5	6	6	5	7	7	5	5	4	4	3	2	2	0	0	1	0	1	0	0	1	1

**Table 1**



**Table 2**

March 2023 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	12	2	24
Job Posting	1324	3	3972
Norman News	2403	16	38488
<b>Totals</b>	<b>3739</b>	<b>21</b>	<b>42444</b>





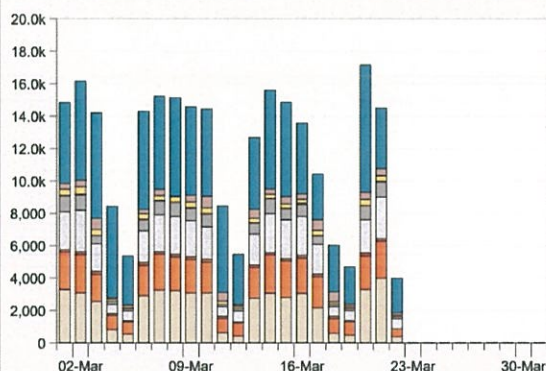
## Executive Summary

ironport.example.com

01 Mar 2023 00:00 to 31 Mar 2023 23:59 (GMT -05:00)

Data in time range: 99.99 % complete

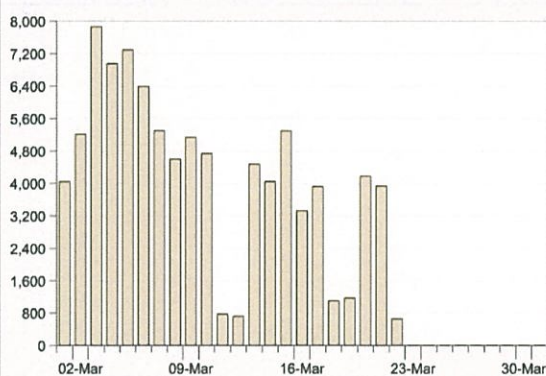
Incoming Mail Graph



Incoming Mail Summary

Message Category	%	Messages
Stopped by IP Reputation Filtering	42.7%	105,524
Stopped by Domain Reputation Filtering	3.3%	8,210
Stopped as Invalid Recipients	0.0%	1
Spam Detected	2.4%	5,870
Virus Detected	0.0%	65
Detected by Advanced Malware Protection	0.0%	88
Messages with Malicious URLs	0.0%	3
Stopped by Content Filter	0.2%	512
Stopped by DMARC	5.2%	12,750
S/MIME Verification/Decryption Failed	0.0%	0
<b>Total Threat Messages:</b>	<b>48.7%</b>	<b>120,273</b>
Marketing Messages	15.1%	37,413
Social Networking Messages	1.3%	3,139
Bulk Messages	14.9%	36,706
<b>Total Graymails:</b>	<b>31.3%</b>	<b>77,258</b>
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	20.1%	49,604
<b>Total Attempted Messages:</b>		<b>247,135</b>

Outgoing Mail Graph



Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	0
Stopped by DLP	0.0%	0
Clean Messages	100.0%	91,022
<b>Total Messages Processed:</b>		<b>91,022</b>
Message Delivery	%	Messages
Hard Bounces	8.6%	7,827
Delivered	91.4%	83,233
<b>Total Messages Delivered:</b>		<b>91,060</b>



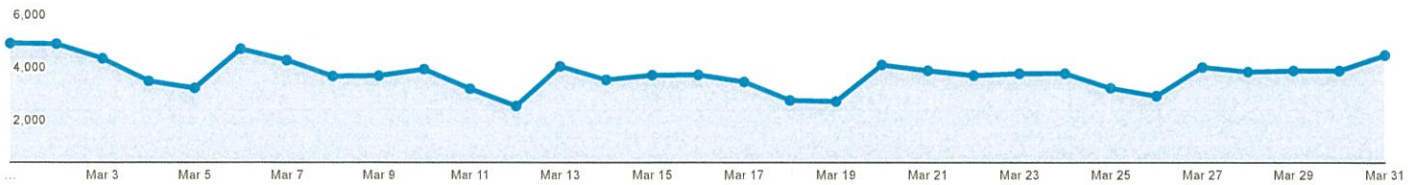
## Site Traffic

All Users  
100.00% Sessions

Mar 1, 2023 - Mar 31, 2023

## Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	104,381 % of Total 100.00% (104,381)	2.10 Avg for View: (0.00%)	218,776 % of Total 100.00% (218,776)	68,721 % of Total 100.00% (68,721)	58,937 % of Total 100.04% (58,916)	43.10% Avg for View: (0.00%)	00:01:43 Avg for View: (0.00%)
1. 01	4,536 (4.35%)	2.20	9,966 (4.56%)	3,853 (4.27%)	2,386 (4.05%)	41.31%	00:01:37
2. 02	4,514 (4.32%)	2.23	10,057 (4.60%)	3,839 (4.25%)	2,384 (4.04%)	41.56%	00:01:36
3. 06	4,321 (4.14%)	2.14	9,267 (4.24%)	3,678 (4.07%)	2,369 (4.02%)	41.63%	00:01:45
4. 31	4,093 (3.92%)	2.04	8,340 (3.81%)	3,572 (3.96%)	2,398 (4.07%)	41.85%	00:01:45
5. 03	3,959 (3.79%)	2.17	8,586 (3.92%)	3,439 (3.81%)	2,184 (3.71%)	40.29%	00:01:38
6. 07	3,889 (3.73%)	2.09	8,133 (3.72%)	3,305 (3.66%)	2,091 (3.55%)	42.76%	00:01:44
7. 20	3,721 (3.56%)	2.28	8,482 (3.88%)	3,209 (3.55%)	2,104 (3.57%)	42.09%	00:01:39
8. 13	3,660 (3.51%)	2.14	7,843 (3.58%)	3,176 (3.52%)	2,116 (3.59%)	45.27%	00:01:46
9. 27	3,628 (3.48%)	2.11	7,639 (3.49%)	3,051 (3.38%)	1,938 (3.29%)	42.64%	00:01:47
10. 10	3,552 (3.40%)	2.04	7,230 (3.30%)	3,051 (3.38%)	1,950 (3.31%)	43.10%	00:01:45

Rows 1 - 10 of 31



**MONTHLY REPORT - LEGAL DEPARTMENT**  
**March 2023 Report**  
**(Submitted April 14, 2023)**

**MONTHLY HIGHLIGHTS:**

Harmon et al. v. City of Norman et al., CIV-18-0688; 18-6187; 22-6019 (K)

This appeal was filed on February 3, 2022. In their Complaint, the plaintiffs challenged the constitutionality of the City's Disturbing the Peace ordinance, § 15-503 (now § 24-403). The district court granted judgment in favor of the City and the plaintiffs' appealed. On March 1, 2023, the Tenth Circuit Court of Appeals affirmed the district court's rulings. Plaintiffs' have until May 30, 2023, to file a petition for certiorari with the United States Supreme Court. This case will remain on the Monthly Report until Plaintiffs exhaust their appeals and the City collects the costs it has been awarded.

Shaw, Austin, et al. v. City of Norman, Case No. SD-120,666; CJ-2019-1313 (K)

This case arises out of an automobile accident between Plaintiff Austin Shaw and Jimmy Hinson. Hinson fled from an investigative detention and was pursued by a Norman Police Officer. Hinson disregarded a red traffic signal at Porter and Robinson and crashed into three (3) motorists. Shaw was one of the motorists.

Shaw initially sued the City and others in Cleveland County District Court. The case was dismissed for failure to prosecute. It was refiled in federal court. *See Shaw, Austin, et al. v. City of Norman, et al.*, CIV-21-1124-J (WDOK 2021). The federal district court dismissed Shaw's federal claims with prejudice and his state claim without prejudice. Shaw appealed the federal district court's decision to the Tenth Circuit Court of Appeals. *See Shaw, Austin, et al. v. City of Norman, et al.*, 22-6106 (10<sup>th</sup> Cir. 2022). This case is set for oral argument on March 21, 2023.

Shaw refiled his state law claim in Cleveland County District Court. The case was dismissed because the Oklahoma Saving Statute, 12 O.S. § 100, only allows one refiling when a case fails in such action otherwise than upon the merits. Shaw's filing in federal court counts as Shaw's refiling under § 100.

On January 30, 2023, the Oklahoma Court of Civil Appeals affirmed the district court's order dismissing Shaw's claim. Shaw timely filed a petition for rehearing. It was denied on March 27, 2023. Shaw has until April 17, 2023, to file a petition for certiorari with the Oklahoma Supreme Court. This case will remain on the Monthly Report until Shaw exhausts his appeals.

Robin Strader v. City of Norman, CJ-2022-1146

This case was filed on October 2, 2022. It was served on the City on February 13, 2023. It arises out of damage to the plaintiff property alleged to have been caused by improvements to Tecumseh Avenue. The case was dismissed without prejudice on March 14, 2023. It can be refiled on or before March 14, 2024.

Catherine H. Petersen and Lester E.R. Dotty v. City of Norman, CV-2023-766 (K)

This case was filed on March 2, 2023. It alleges an adverse possession claim to the west 13 feet of 320 East Comanche Street – i.e., the property the City purchased for a bus transfer station. The

plaintiff's petition was accompanied by a motion for a temporary injunction that would have prevented the City from accessing the west 13 feet of the property it purchased. A hearing regarding the plaintiff's request for injunctive relief was held on March 10, 2023. On March 20, 2023, the district court issue an order denying the plaintiff's request for a temporary injunction.

**LIST OF PENDING CASES:**

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

Harmon et al. v. City of Norman et al., CIV-18-0688; 18-6187; 22-6019 (K)

Shaw, Austin, et al. v. City of Norman, et al., CIV-21-1124-J; 22-6106 (10<sup>th</sup> Cir. 2022) (K)

**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)

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

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

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

Henderson, et al. v. City of Norman, et al., Case No. DF-120316; CJ-201

Shaw, Austin, et al. v. City of Norman, Case No. SD-120,666; CJ-2019-1313 (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. IAFE, CV-2011-48 L; DF-109447 (K)

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

City v. Aaron Stachmus and Bryson Anglin, CJ-2021-445 (S)

City v. Aaron Stachmus and Bryson Anglin, CJ-2022-424 (S)

City v. Aaron Stachmus and Bryson Anglin, CJ-2022-647 (S)

Kevin Easley v. City of Norman, CV-2022-2830

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

Caleb Fulton v. Loyal Reich, Reich Dozer Services, LLC, City of Norman, Board of County Commissioners of Cleveland County, State of Oklahoma, CJ-2020-797 (K)  
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)  
Jaclyn Jacobs v. City of Norman, CJ-2022-794 (K)  
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)  
City v. Lonnie Hodges, CV-2020-2922  
City v. Kelly Lynn, CV-2023-516  
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)  
McCarver v. City of Norman, CJ-2013-128 TS (K)  
Catherine H. Petersen and Lester E.R. Dotty v. City of Norman, CV-2023-766 (K)  
This case was filed on March 2, 2023. It alleges an adverse possession claim to the west 13 feet of 320 East Comanche Street – i.e., the property the City purchased for a bus transfer station.  
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)  
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)  
Walling v. Norman Regional Health System, et al, CJ-2014-874 (K)  
West Lindsey Center Investors, LLC. v. City of Norman, Sherwood Construction Co., Inc. and Atkins North America, Inc., 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. Tietzort 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. The Uplands Development Co., LLC, et al., CJ-2021-227 (M).  
City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M).  
City of Norman v. D&J Land, LLC, et al. CJ-2022-251 (M)

***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 21-05 – (Brooks & Stephens)

This grievance was arbitrated on March 23, 2023. It was settled by agreement on March 30, 2023. Thus, it will no longer appear on the Monthly Report.

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 23-03 – (Parks Employees)

This grievance arise out of directing Parks employees to clean-up items left behind by homeless people camping in the City's Parks.

AFSCME Grievance FYE 23-06 – (Malia Ross – Discipline)

AFSCME Grievance FYE 23-08 – (AFSCME Group Grievance)

This grievance arise out of directing Parks employees to clean-up items left behind by homeless people camping in the City's Parks.

AFSCME Grievance 23-09 (Brian Jones)

This grievance arises out of a dispute between Mr. Jones and his supervisor.

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

IAFF Grievance FYE 22 – (Source Documents)

IAFF Grievance FYE 22 – (Chris Beirne – Payment of Sick Leave)

IAFF Grievance FYE 22 – (Chris Beirne – Alcohol Testing Procedure)

These grievance were resolved by agreement on March 31, 2023. Thus, they will no longer appear on the Monthly report.

IAFF Grievance FYE 23 – (Miguel Hernandez – Discipline)

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)

IAFF Grievance FYE 23 – (Russell Vincent – Discipline)

IAFF Grievance FYE 23 – (Kole Wilson – Discipline)

IAFF Grievance FYE 23 – (Policy Implementation Grievance)

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

IAFF Grievance FYE 23 – (Battalion Chief Source Document Grievance)

IAFF Grievance FYE 23 – (Change in Medical Benefits)

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

This grievance arises out of the Fire Department's directive that qualified firefighters provide advanced lifesaving care to citizens in need.

IAFF Grievance FYE-23 - (Selective Progressive Discipline Grievance)

This grievance arises out of an oral reprimand reduced to writing issued to a firefighter for failing to follow the Fire Department's policy for calling in sick.

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

None

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

None

**MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through March 2023. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
Month	FYE 21	FYE 22	FYE 23	FYE 21	FYE 22	FYE 23	FYE 21	FYE 22	FYE 23
JULY	545	275	165	23	11	7	16	7	9
AUG	444	236	241	11	9	10	14	5	13
SEPT	520	263	245	10	9	15	13	5	10
OCT	325	269	244	4	12	13	7	6	9
NOV	259	228	205	0	2	10	6	6	6
DEC	279	162	165	6	1	5	7	3	8
JAN	134	185	205	3	9	9	0	6	10
FEB	178	787	256	1	8	17	0	8	10
MAR	270	282	272	6	13	13	5	9	12
APR	420	323		6	12		13	10	
MAY	507	582		10	21		13	12	
JUNE	422	268		0	7		11	11	
TOTALS / YTD	4,303	3,860	1,998	80	114	99	105	88	87

## **WORKERS' COMPENSATION COURT**

The total number cases pending as of March 2023 are 23. 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 23 CASES	FYE22 CASES	FYE21 CASES	FYE20 CASES
Fire	Suppression	9	6	4	2	2
Fire	Prevention	1		1		
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool			1		
Planning	Development Services					
Police	Animal Welfare	2			2	1
Police	Criminal Investigation	2		1		
Police	Patrol	4	1	4	1	2
Police	Administration	0		2		
Public Works	Street Maintenance	1		1	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Public Works	Traffic Control	1	1			
Utilities	Line Maintenance	1	1			1
Utilities	Sanitation	1	1			
<b>TOTALS</b>		<b>23</b>	<b>10</b>	<b>14</b>	<b>6</b>	<b>7</b>

### ***List of Pending Cases***

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

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

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

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

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

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

Attaway, Dan v. City of Norman, CM-2022-06389 G

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

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)

Edwards, Brian v. City of Norman, CM-2023-00414 L

(Fire, Suppression, Fire Driver Engineer)

Gourley II, Rickey J. v. City of Norman, CM-2022-06328 E

(Public Works, Traffic Control, Maintenance Worker I, L. Shoulder, L. Arm)

Harvey, Homer Paul, Jr. v. City of Norman, CM-2023-01069 W

(Fire, Suppression, Fire Driver Engineer, R. Hip, R. Thigh)

Henderson, Fred L. v. City of Norman, CM-2022-01483 Y

(Fire, Prevention, Fire Marshal, Both Knees)



Hiatt, Darin v. City of Norman, CM-01014 Q

(Public Works, Streets, HEO, Neck, R. Shoulder, R. Hand)

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)

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

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

Newell, Richard v. City of Norman, WCC-2022-15014 H

(Police, Narcotics, Sergeant, R. Knee)

Peterman, Kyle M. v. City of Norman, CM-2022-06515 P

(Fire, Suppression, Firefighter Recruit, L. Inside Ear)

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)

Stamper, Jonathan A. v. City of Norman, CM-2022-03706 J

(Fire, Suppression, Firefighter, Low Back, R Knee)

Tomczak, Carl v. City of Norman, CM-22-07388 P

(Fire, Suppression, Firefighter, L Shoulder, L Upper Arm, L Arm)

Tuschmann, Sean Michael v. City of Norman, CM-2022-04310 H

(Police/Patrol/Lieutenant, L Shoulder, Elbow, Hand)

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 March 2023.

<b>DEPARTMENT</b>	<b>FYE 23 Month</b>	<b>FYE 23 YTD</b>	<b>FYE 22 YTD</b>	<b>FYE 21</b>	<b>FYE 20</b>
Animal Control		2	2	1	
Finance – IT				1	
Fire			2	1	4
Legal				2	
Other		1	6	11	10
Parks			2	4	6
Planning		1	2		
Police	1	7	8	3	5
Public Works – other		1	2	2	3
Public Works – Stormwater			1		2
Public Works – Engineering				1	2
Public Works – Streets	1	10	10	9	11
Utilities – Water	1	12	6	11	11
Utilities – Sanitation	1	4	6	12	12
Utilities – Sewer	1	2	4	5	5
<b>TOTAL CLAIMS</b>	<b>5</b>	<b>40</b>	<b>51</b>	<b>63</b>	<b>71</b>

<b>CURRENT CLAIM STATUS</b>	<b>FYE 23 TO DATE</b>	<b>FYE 22</b>	<b>FYE 21</b>	<b>FYE 20</b>
Claims Filed	40	51	63	71
Claims Open and Under Consideration	10	0	0	0
Claims Not Accepted Under Statute/Other	1	3	10	11
Claims Paid Administratively	12	15	11	13
Claims Paid Through Council Approval	1	2	7	14
Claims Resulting in a Lawsuit for FY	0	5	3	1
Claims Barred by Statute (No Further Action Allowed)	6	26	32	32
Claims in Denied Status (Still Subject to Lawsuit)	10	0	0	0

**MUNICIPAL COURT**

**8**

**MUNICIPAL COURT  
MONTHLY REPORT  
MARCH - FY '23**

**CASES FILED**

	<u>MARCH</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>MARCH</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	867		4,005	514		3,015
Non-Traffic	210		1,823	235		1,732
SUB TOTAL	1,077		5,828	749		4,747
Parking	639		6,290	471		4,977
<b>GRAND TOTAL</b>	<b>1,716</b>		<b>12,118</b>	<b>1,220</b>		<b>9,724</b>

**CASES DISPOSED**

	<u>MARCH</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>MARCH</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	744		3,516	270		3,365
Non-Traffic	256		1,967	219		2,146
SUB TOTAL	1,000		5,483	489		5,511
Parking	598		5,071	476		5,836
<b>GRAND TOTAL</b>	<b>1,598</b>		<b>10,554</b>	<b>965</b>		<b>11,347</b>

**REVENUE**

	<u>MARCH</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>MARCH</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	\$ 85,666.04		\$ 399,430.95	\$ 44,166.29		\$ 360,025.56
Non-Traffic	\$ 22,344.60		\$ 175,784.81	\$ 20,585.01		\$ 174,148.06
SUB TOTAL	\$ 108,010.64		\$ 575,215.76	\$ 64,751.30		\$ 534,173.62
Parking	\$ 20,840.00		\$ 185,650.00	\$ 18,760.00		\$ 196,339.26
<b>GRAND TOTAL</b>	<b>\$ 128,850.64</b>		<b>\$ 760,865.76</b>	<b>\$ 83,511.30</b>		<b>\$ 730,512.88</b>

MUNICIPAL COURT - MONTHLY REPORT  
March 2023

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 31 new cases and closed 25 cases during the month of March 2023. 7 Mediations were held.

**PARKS AND RECREATION 9**

## **Park Development Activities March 2023**

### **NORMAN FORWARD Reaves Park:**

On Saturday, March 25, we cut the ribbon on the Reaves Park Renovation Project. The work managed by Flintco is complete; and the new T-ball fields hosted their first games at a tournament that following week. Over the past 17 months, we demolished the old park maintenance facility in the southeast part of the park and replaced it with a new quad of 8-U ballfields, complete with a new restroom and concession building with an airplane hangar aesthetic, covered bleacher seating, LED field lighting, windscreens and cap rails and Tahoma-31 sod playing surface. We also built a new loop road through the park (Reaves Park Road) that accesses hundreds of new parking spaces in the park interior; a new detention pond, upgraded electrical service and lighting in all vehicle areas, and improved parking on the north end of the park at the softball fields off Timberdell Avenue. Those fields host both youth and adult softball.



We will continue to work on cosmetic repairs and minor improvements to the older softball and baseball fields this spring and summer, which will keep those areas in good shape for local leagues and tournament hosting as we anticipate their complete renovation in a future project. The project budget was also used to fund the construction of the new park maintenance facility at North Base, which opened last year. The Reaves Park opening happened one week ahead of the annual Medieval Fair, which occurred 100% in the park this year, after one year of sharing space with the OU property south of Reaves, across Constitution Street. The park will also host our annual Earth Day, Juneteenth, FourthFest, Brewtoberfest and several other events. Total project was \$10.2 Million.

### **Andrews Park Playground:**



We cut the ribbon on the evening of Thursday, March 9th for the new accessible playground in the park—which was a joint project of the Parks and Recreation Department and the city's ADA Compliance and Coordination Division. The new play area features a poured-in-place rubber surface and a large number of play features that accommodate children with a wide range of physical and cognitive disabilities. The new 5-12 year-old design was built



adjacent to the Tot Lot (for 5 and under), and replaces the old equipment that was frequently flooded and did not have good access for those in mobility devices. The final concrete approach to the new playground will be completed when the park dries out from recent rains.

### **Forestry:**



In celebration Oklahoma's Arbor Week, we completed a project in Royal Oaks Park to plant 20 trees along the road and in the north part of that park. There are six different oak varieties represented; which are the first phase of adding several trees to this park, in our continuing effort to increase our urban forest footprint. The park has a perimeter trail, large playground, picnic shelter and practice fields which adjoin the neighborhood-owned lake and trail. The additional shade and other benefits of the trees will help add to the enjoyment of the park. Irrigation will be installed to each tree this spring.

Also, the RFQ was issued for professional services to complete an urban tree inventory and work on an Urban Forest Master Plan for Norman; and we prepared an agenda item to accept an Oklahoma Forestry Services grant to help with this project by increasing the data set and end-product user software from the inventory as it is completed over the next 6 months. We will also utilize the chosen firm to review our current tree ordinances and update those policies.

### **NORMAN FORWARD Neighborhood Parks:**

Bids were due on Friday, March 24<sup>th</sup>, for the new playground at Bentley Park. This will be the next new neighborhood park in Norman; and is located north of Highway 9 in the Bellatona neighborhood, east of 36<sup>th</sup> Avenue SE. It will serve those residents, as well as those in the Summit Valley addition. A plan for the park was developed last year and presented at park board, and includes a play area, tennis, pickleball and basketball courts, a perimeter walking trail with fitness stations, a large picnicking shelter and large areas of native prairie plantings. The park is named in honor of former parks and recreation director, Lionel Bentley, who passed away unexpectedly in 2022. The park is scheduled to open later this year.



MARCH 2023  
RECREATION DIVISION  
MONTHLY REPORT

**Norman Senior Center:** The Norman Senior Center saw a monthly attendance of 940. S.A.L.T. (Seniors and Law Enforcement Together) held their monthly meeting on Wednesday, March 1. First Monday Birthdays was celebrated on Monday, March 6. The Adult Wellness Education Center Information meeting was held on Friday, March 10 at the Norman Public Library. On Friday, March 17, the Norman Senior Center celebrated St. Patrick's Day by setting out holiday themed refreshments. On Wednesday, March 29, Bingo was hosted by 24<sup>th</sup> Place.

**Little Axe Community Center:** The Little Axe Community Center saw a monthly attendance of 1,745. The Center and food pantry had an increase in foot traffic this month. The Center hired two new employees for the After School and Summer Programs.

**12th Avenue Recreation Center:** The 12th Avenue Recreation Center averaged 33 students per day for the month of March. The Center held a Spring Break Camp from March 10<sup>th</sup> -17<sup>th</sup>, and averaged 24 campers per day! Karate held a tournament on March 4<sup>th</sup>. The City of Norman created a floating wetlands to place in the Griffin Park pond and campers from 12th Avenue and Irving Spring Break Camps helped put it together and release it into the pond! The wetlands will help various plants and animals in the area, while also creating a better environment! Campers came back to 12<sup>th</sup> Avenue and enjoyed some pizza from Little Caesars!

**Irving Recreation Center:** The After School Program has 34 students enrolled. On average we have 29 students in attendance daily. Baton Twirling class continued this month and had no change in attendance. The Senior Games Badminton rentals continued as well. A group expressed interest in doing Tai Chi and our facility but rentals for it won't start until April. We did spring break camp this month and we had about 26 students a day.

**Whittier Recreation Center: Child Care** Our after school program averaged 25 students for the month of March. The kids continue to check out books from the librarian on Mondays and have started spending more time playing soccer in the gym. Clogging continues as scheduled on Tuesdays and Thursdays. There were no rentals in the month of March.

<b>FACILITY ATTENDANCE:</b>	Month	Year to Date
Norman Senior Center	940	7,442
Little Axe Community Center	1,745	11,250
12th Avenue Recreation Center	1,227	11,161
Irving Recreation Center	714	4,619
Whittier Recreation Center	554	5,412
Reaves Center	300	2,700
Tennis Center	3,481	29,806

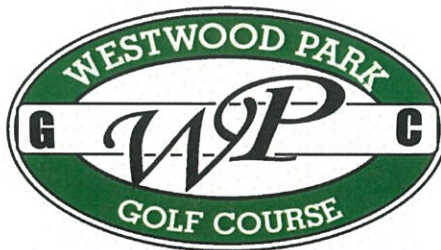
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Senior	771	970	868	845	721	742	729	856	940				7,442
Axe	1,004	1,144	538	1,065	1,062	1,548	1,533	1,610	1,745				11,250
twelveth	2,815	1,805	1,230	880	696	643	947	918	1,227				11,161
Irving	717	710	325	422	391	280	497	563	714				4,619
Whittier	652	293	759	677	533	365	656	624	554				5,412
Reaves	300	300	300	300	300	300	300	300	300				2,700
Tennis	3,488	3,320	3,950	3,792	2,844	2,542	3,028	3,361	3,481				29,806

### MARCH 2023 PARKS MAINTENANCE DIVISION

Park Maintenance crews performed routine trash removal & leaf cleanup and restroom/shelter cleaning & landscape maintenance in City Parks. Crews also cleaned tornado debris and began weed control.

	FYE-23 MTD	FYE-23 YTD		FYE-22 MTD	FYE-22 YTD
<b>SAFETY REPORT</b>					
On-The-Job Injuries	0	2		0	1
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
<b>ROUTINE</b>	<b>Total Man Hours</b>			<b>Total Man Hours</b>	
<b>ACTIVITIES</b>		<b>FISCAL YTD</b>			<b>FISCAL YTD</b>
Big Mowing	40	431.50		48	548.00
Trim Mowing	174	3199.00		242	3179.50
Chemical Spraying	267	821.00		101	773.00
Fertilization	0	21.00		48	64.00
Park Tree Work	92	3297.00		0	543.00
Street Tree Work	0	139.00		66	129.00
Trash Maintenance	429.75	2898.25		428	1707.25
Sprinkler Maintenance	221	1785.00		10	543.00
Watering	0	16.00		58.75	327.75
Painting	0	2.00		101	516.00
Landscape Maintenance	384	2137.50		295	1353.00
Seeding/Sodding	0	87.00		0	608.00
Ballfield Maintenance	121	299.00		0	341.00
Fence Repairs	56	546.00		240.8	498.30
Equipment Repairs/Maintenance	305	1507.50		48	571.00
Material Hauling	14	277.50		48	528.25
Snow/Ice Removal	3	883.50		0	520.27
Christmas Setup	0	1396.25		278	542.75
Vector Control	0	150.00		25	53.00
Events	0	140.50		56	194.00
Vandalism Repair	38	168.00		0	89.00
Trail Maintenance	0	32.00		0	0.00
Playground Maintenance	228.25	1360.00		0	694.75
Restroom Maintenance	0	27.00		0	610.00
Carpentry/Welding	150	235.00		0	437.00
Shop Time	201	670.50		0	334.50
Special Projects	264	4079.50		0	2055.00
Miscellaneous	224.75	3209.75		0	1535.50

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**



**MARCH 2023**

**Westwood Golf Course Division Monthly Progress Report**

ACTIVITY	MAR FYE'23	MAR FYE'22
Regular Green Fees	514	528
Senior Green Fees	290	332
Junior Fees	531	450
School Fees ( high school golf team players)	45	11
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	768	648
Employee Comp Rounds	284	292
Golf Passport Rounds	0	0
9-Hole Green Fee	192	107
2:00 Fees	171	88
4:00 Fees	0	183
Dusk Fees or 5:00 Fees	51	93
PGA Comp Rounds	11	0
*Rainchecks (not counted in total round count)	20	17
Misc Promo Fees (birthday, players cards, OU student)	68	325
Green Fee Adjustments (fee difference on rainchecks)	9	11
<b>Total Rounds</b> (*not included in total round count)	<b>2934</b>	<b>3068</b>
% change from FY '22	-4.37%	
<b>Range Tokens</b>	<b>3150</b>	<b>3295</b>
% change from FY '22	-4.40%	
18 - Hole Carts	192	179
9 - Hole Carts	84	77
1/2 / 18 - Hole Carts	666	884
1/2 / 9 - Hole Carts	191	251
<b>Total Carts</b>	<b>1133</b>	<b>1391</b>
% change from FY '22	-18.55%	
18 - Hole Trail Fees	0	1
9 - Hole Trail Fees	0	2
18 - Hole Senior Trail Fees	0	4
9-Hole Senior Trail Fees	0	3
<b>Total Trail Fees</b>	<b>0</b>	<b>10</b>
% change from FY '22	-100.00%	0
<b>TOTAL REVENUE</b>	<b>\$96,857.23</b>	<b>\$97,754.89</b>
% change from FY '20	-0.92%	

**MARCH 2023**  
**WESTWOOD GOLF DIVISION**  
**MONTHLY PROGRESS REPORT**

<b>SAFETY REPORT</b>	<b>FY 2023</b>	<b>FY 2023</b>	<b>FY 2022</b>	<b>FY 2022</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

**FINANCIAL INFORMATION**

	<b>FYE 2023</b>	<b>FYE 2023</b>	<b>FY 2022</b>	<b>FYE 2022</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$43,656.67	\$383,370.87	\$45,757.62	\$393,613.53
Driving Range	\$12,590.27	\$100,636.90	\$12,918.39	\$93,172.10
Cart Rental	\$23,958.71	\$202,577.87	\$26,179.55	\$222,901.83
Golf Classes	\$0.00	\$0.00		
Golf Shop Rentals	\$202.80	\$735.38		\$0.00
USGA Handicap Fees	\$183.90	\$459.76		\$0.00
Restaurant	\$10,222.71	\$135,112.05	\$12,041.15	\$126,569.39
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$6,042.17	\$26,932.78	\$858.18	\$2,590.02
<b>TOTAL INCOME</b>	<b>\$96,857.23</b>	<b>\$849,825.61</b>	<b>\$97,754.89</b>	<b>\$838,846.87</b>
Expenditures	\$131,784.88	\$1,098,440.05	\$101,919.87	\$961,147.86
Income vs Expenditures	<b>(\$34,927.65)</b>	<b>(\$248,614.44)</b>	<b>(\$4,164.98)</b>	<b>-\$122,300.99</b>
Rounds of Golf	2934	24370	3068	26085

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

The drainage ditch east of 12 tee and 11 green has been cleaned out and is functioning as it was originally designed. #14 tee cart path now has a drain to remove the ponding and excess water. We are installing drainage in our most recent bunkers being renovated which are #4 green and #1 Fairway. The material that was excavated from these bunkers is being used to build an extension to the back of #1 tee. This will lengthen #1 hole yardage by approximately 23 yards. We are contributing efforts toward the 1<sup>st</sup> tee clock tower/monument by trenching and routing the power lines to its location. This requires many departments help. Thank you to Park maintenance and Facility maintenance for your assistance in this project. Equipment mower maintenance is complete and all equipment is sharp and ready to mow grass. All the new golf carts have been numbered and logoed. The entire golf course has been sprayed with pre and post emergent herbicides.

MARCH 2023  
WESTWOOD POOL  
MONTHLY REPORT

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FINANCIAL INFORMATION

	FYE 2023 MTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$13,910.00	\$26,269.00	\$280,436.50
Swim Pool Gate Admission	\$0.00	\$184,326.00	\$333,721.00
Swim Lesson Fees	\$12,536.00	\$27,879.00	\$63,442.00
Pool Rental	\$200.00	\$35,638.00	\$47,806.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$9,860.00	\$13,945.00	\$24,633.00
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$102,809.97	\$203,526.27
<b>TOTAL INCOME</b>	<b>\$36,506.00</b>	<b>\$390,866.97</b>	<b>\$953,564.77</b>
Expenditures	\$16,277.34	\$615,259.10	\$693,322.52
<b>Income verses Expenditures</b>	<b>\$20,228.66</b>	<b>(\$224,392.13)</b>	<b>\$260,242.25</b>

ATTENDANCE INFORMATION

	FYE 2023 MTD Mar-23	FYE 2022-23 YTD Mar 23 - Present	2021 YTD April 21 - Oct 21
a. Pool Attendance	0	114,679	75,468
b. Adult Lap Swim Morning/Night	0	950	1,802
c. Water Walkers	0	1,124	4,923
d. Toddler Time	0	4,328	5,421
e. Water Fitness	0	2,610	2,826
f. Swim Team	0	1,435	4,423
g. Scuba Rentals	0	514	54
h. Scuba Participants	0	282	100
i. Swim Lessons	0	1,465	1,697
j. Private Swim Lessons	0	73	51
g. Movie Night/Special Events	0	2156	1,298
h. Party / Rentals	0	259	116
<b>TOTAL ATTENDANCE</b>	<b>0</b>	<b>129,875</b>	<b>98,179</b>

## **FACILITY MAINTENANCE**

**9B**



## Facility Maintenance - March 2023 - Labor/Materials Cost Report

### Comprehensive Costs

Grand Total Cost: \$124,330.20

Total Misc. Cost (Materials/Contract Labor): \$78,267.34

Total Labor Cost: \$46,062.86

Total Labor Hours: 1,600.25

### Total Cost by Request Type

Administrative: \$9.64K – 8%

Custodial: \$27.54K – 22%

Electrical: \$10.01K – 8%

General Maintenance: \$8.27K – 7%

HVAC: \$29.94K – 24%

Pest Control: \$12.93K – 10%

Plumbing: \$15.96K – 13%

Roofs: \$10.05K – 8%

### Top Buildings by Cost

Indirect: \$43.2K

Development Center: \$16.59K

Reaves Park: \$5.76K

Central Library: \$5.75K

Firehouse Art: \$5.3K

City Hall (Complex): \$5.06K

201B (NPD – Complex): \$4.6K

12<sup>th</sup> Avenue Recreation: \$3.55K

201D (Complex): \$3.5K

Fire Station #3: \$3.4K

Fire Station #5: \$2.66K

East Library: \$2.46K

Little Axe Recreation: \$2.38K

201C (Complex): \$1.96K

Facility Maintenance: \$1.67

Water Treatment Plant: \$1.28K

Water Reclamation Facility: \$1.28K

Fire Station #8: \$1.27K

Animal Welfare: \$1.17K

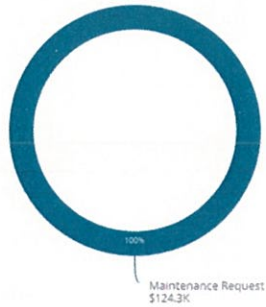
Irving Recreation: \$981.29

Grand Total Cost  
**\$124,330.20**  
 Total Misc Cost \$78,267.34

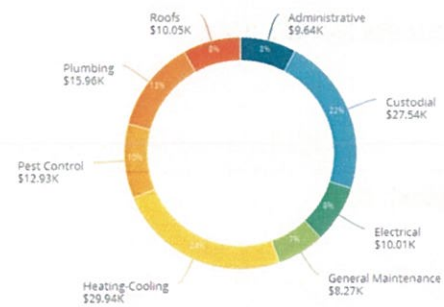
Total Labor Cost  
**\$46,062.86**  
 Total Labor Hours 1,600.25

Total Inventory Cost  
**#N/A**

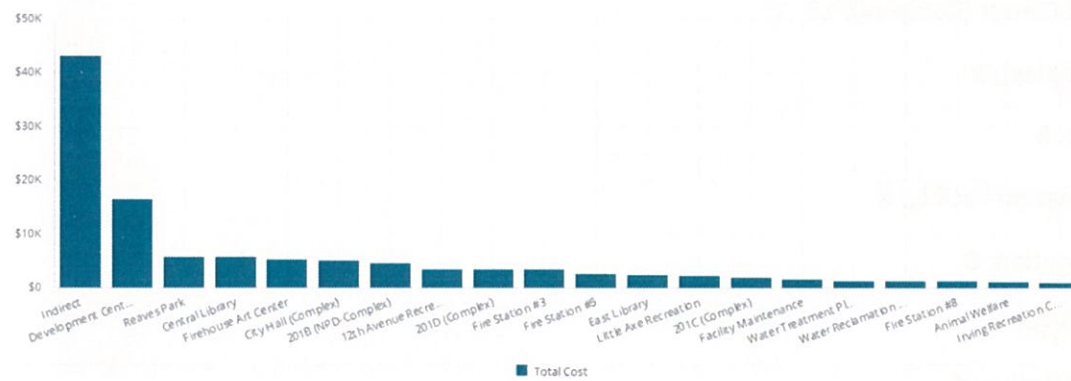
Total Cost by Module



Total Cost by Request Type



Top Buildings by Cost



## Comprehensive Operations

Maintenance Requests – Total: 244

Administrative: 9

Custodial: 2

Electrical: 47

General Maintenance: 41

HVAC: 61

Plumbing: 78

Pest Control: 2

Roofs: 4

Finalized Requests – Total: 244

### Number of Requests by Building

Reaves Park: 19

201B (NPD-Complex): 19

Indirect: 18

Central Library: 13

Development Center (Complex): 13

City Hall (Complex): 9

Senior Center: 8

Water Reclamation Facility: 8

12<sup>th</sup> Ave Recreation: 8

201C (Complex): 6

Little Axe Recreation: 6

Westwood Golf: 6

Fire Station #8: 6

Traffic Control: 5

Animal Welfare: 5

Fire Station #1: 5

Transit/EVT: 5

Shooting Range (NPD): 5

Fleet: 5

Norman Investigation Center: 4

Sooner Theater: 4

Fire Station #3: 3

Fire Station #7: 3

Fire Station #4: 3

East Library: 3



Work Summary

PM & Work Requests by Current State

Completed: 146 – 99%

## PM & Work Requests Assigned by User

Brian J.: 16 – 11%

Don A.: 42 – 28%

Jeff L.: 54 – 36%

Jerry W.: 18 – 12%

Nate M.: 10 – 7%

Robert B.: 6 – 4%

Jason M.: 1

Kathy L.: 1

Tara K.: 1

## PM & Work Requests by Type

Administrative: 9 – 6%

Custodial: 2

Electrical: 36 – 24%

General Maintenance: 24 – 16%

HVAC: 25 – 17%

Plumbing: 47 – 32%

Pest Control: 1

Roofs: 3

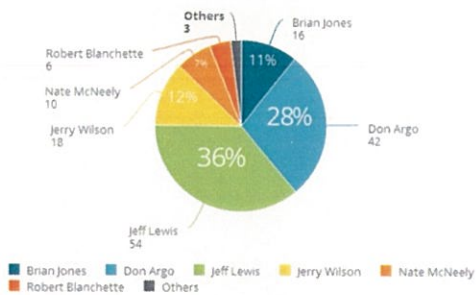
PM and Work Requests By Current State



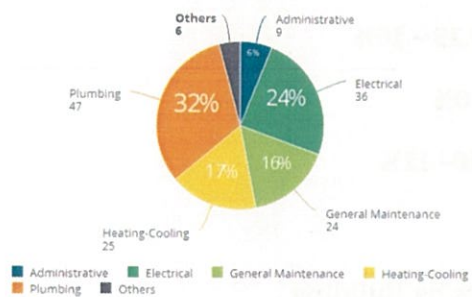
Requests By Module



PM and Work Requests Assigned By User



PM and Work Requests By Type



## Team Performance

### Assigned Requests by User

Bill S.: 8 – 48%

Brian J.: 35 – 17%

Don A.: 38 – 18%

Jeff L.: 60 – 29%

Jerry W.: 48 – 23%

Robert B.: 10 – 5%

Jason M.: 2

Kathy L.: 1

Nate M.: 6

## Labor Hours by User

Brian J.: 183 -- 16%

Don A.: 162 – 14%

Jason M.: 161 – 14%

Jeff L.: 142 – 12%

Jerry W.: 170 – 15%

Kathy L.: 179.25 – 16%

Nate M.: 2 – 0%

Robert B.: 140– 12%

## Labor Hours by Building

12<sup>th</sup> Ave Recreation Center: 31.5

201B (NPD – Complex): 40

201C (Complex): 5

Andrews Park: 1

Animal Welfare: 7

Central Library: 34

City Hall (Complex): 33

Container Maintenance: 2

Development Center: 25.5

East Library: 3.5

Facility Maintenance: 24

Fire Administration: 1

Fire Station #1: 13

Fire Station #2: 3



Fire Station #3: 2

Fire Station #4: 6

Fire Station #5: 34

Fire Station #6: 3.5

Fire Station #7: 9.5

Fire Station #8: 8

Fire Station #9: 6

Firehouse Art: 4

Fleet: 3

Griffin Park: 7

Household Hazardous Waste: 5

\*Indirect: 602.75

Irving Recreation: 5

Line Maintenance: 2

Lions Park: 2

Little Axe Rec Center: 13

Neighborhood Parks: 2

Norman Investigation Center: 22

Reaves Park: 62

Rotary Park: 4

Ruby Grant Park: 5

Sanitation: 1

Senior Center: 11

Shooting Range (NPD): 11

Sooner Theater: 6.5

Special Operations (NPD): 2

Streets: 8

Traffic Control: 6

Transit/EVT: 6

Warming Shelter: 2

Water Reclamation Facility: 16.5

Water Treatment Plant: 9

Westwood Golf: 17

Westwood Pool: 2

Westwood Tennis: 3

Whittier Recreation: 4

\*\*\* This report was generated before all work orders had updated therefore it is lacking some information for the month of March, the numbers will reflect in April 2023 report. \*\*\*

Total Labor Hours

906.5

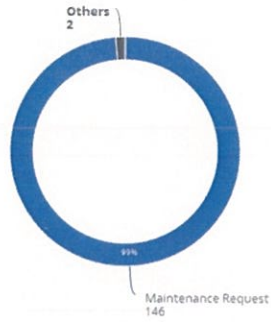
Total Labor Cost \$23,838.74

Average Response Time (Days)

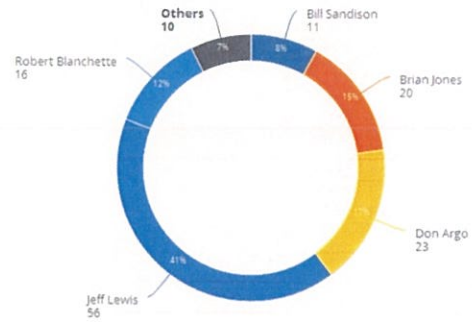
3.39

Average Resolution Time (Days) 10.80

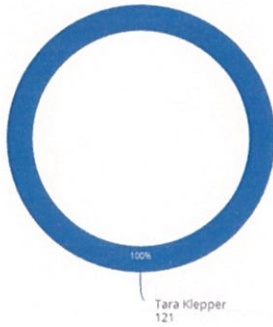
Requests by Module



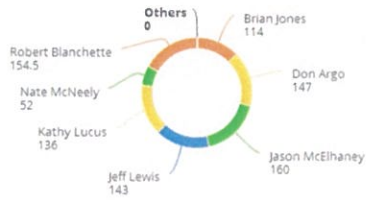
Assigned Requests by User



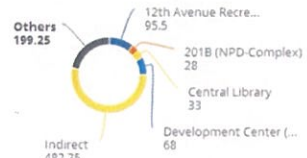
Resolutions by User



Labor Hours by User



Labor Hours by Building



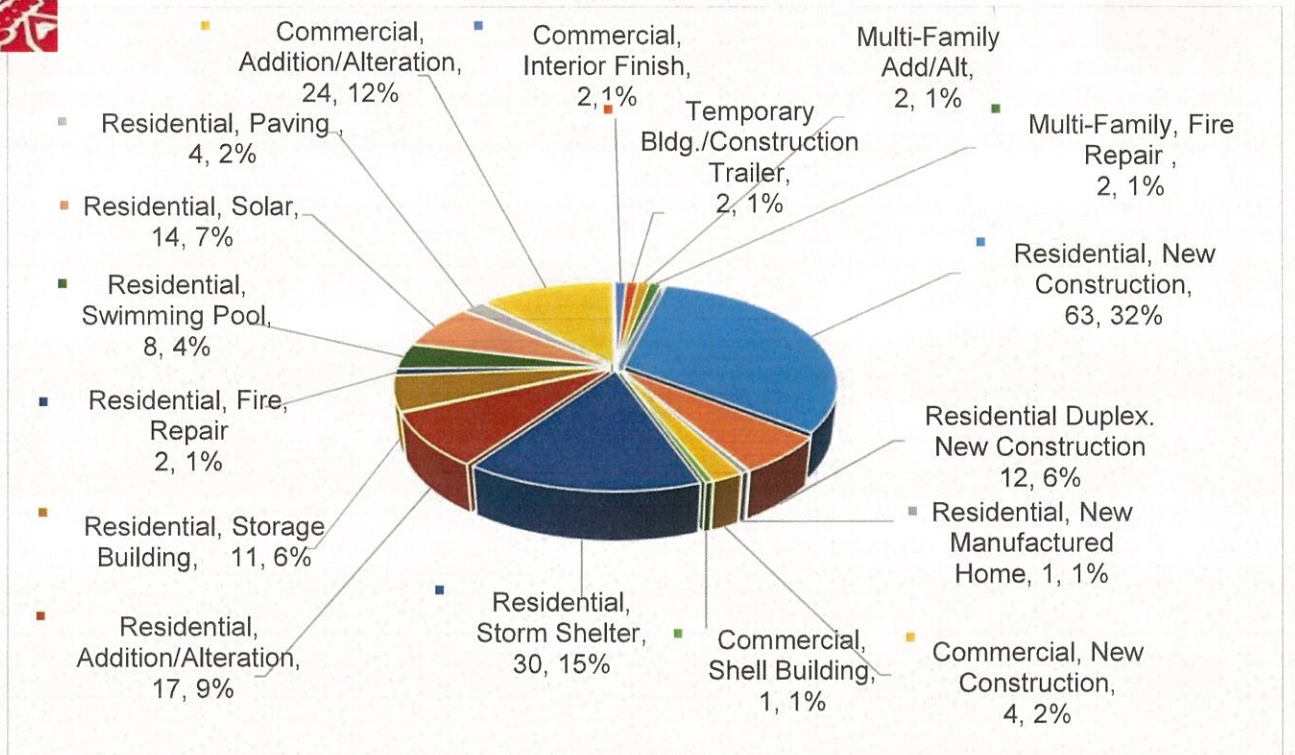
**PLANNING AND COMMUNITY DEVELOPMENT 10**







# **CITY OF NORMAN** **DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY** **MARCH 2022 REPORT**



Permit Type	Count	Valuation
Residential, New Construction	63	\$ 19,005,262
Residential Duplex, New Construction	12	\$ 2,220,000
Residential, New Manufactured Home	1	\$ 155,000
Commercial, New Construction	4	\$ 2,296,084
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	1	\$ 795,000
Residential, Storm Shelter	30	\$ 116,282
Residential, Addition/Alteration	17	\$ 1,239,240
Residential, Carport	0	\$ -
Residential, Storage Building	11	\$ 1,381,063
Residential, Fire Repair	2	\$ 70,000
Residential, Swimming Pool	8	\$ 738,920
Residential, Manufactured Home Repl	0	\$ -
Residential, Solar	14	\$ 465,346
Residential, Paving	4	\$ 124,923
Commercial, Addition/Alteration	24	\$ 13,433,308
Commercial, Interior Finish	2	\$ 160,000
Commercial, Fire Repair	0	\$ -
Commercial, Foundation	0	\$ -
Temporary Bldg./Construction Trailer	2	\$ 3,500
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	2	\$ 17,540
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	2	\$ 66,450
Group Quarters	0	\$ -
<b>Total</b>	<b>199</b>	<b>\$ 42,287,918</b>





**CITY OF NORMAN**  
**Building Permit Activity-MARCH 2023**

	DESCRIPTION	2023 YEAR TO-DATE	VALUATION	2022 TOTALS	2022 TOTAL VALUATION
RESIDENTIAL	Residential, New Construction.....	88	35,316,575	559	\$ 171,447,259
	Residential Duplex, New Construction.....	4	754,880	2	\$ 400,000
	Residential, New Manufactured Home.....	2	360,000	2	\$ 65,000
	Residential, Storm Shelter.....	86	344,050	307	\$ 1,174,221
	Residential, Addition/Alteration.....	32	2,469,600	185	\$ 11,219,201
	Residential, Carport.....	9	49,975	4	\$ 73,710
	Residential, Storage Building.....	32	1,048,483	141	\$ 4,708,996
	Residential, Fire Repair.....	2	95,300	31	\$ 1,558,116
	Residential, Swimming Pool.....	24	2,216,186	145	\$ 9,332,054
	Residential, Manufactured Home Replacement	0	0	7	\$ 582,151
	Residential, Solar.....	47	1,664,389	16	\$ 461,303
	Residential, Paving.....	14	186,200	111	\$ 1,737,557
	Multi-Family, New Construction 3+ Family	0	0	1	\$ 750,000
	Multi-Family, Addition/Alteration.....	1	300,000	2	\$ 16,000
	Multi-Family, Foundation.....	0	0	3	\$ 170,000
	Multi-Family, Fire Repair.....	0	0	13	\$ 284,798
	Group Quarters.....	-	-	0	\$ -
	<b>TOTAL</b>	<b>341</b>	<b>\$ 44,805,638</b>	<b>1538</b>	<b>\$ 226,210,366</b>
NON-RESIDENTIAL	Commercial, New Construction.....	11	18,623,000	51	\$ 263,453,985
	Commercial, Parking Lot.....	2	16,700	7	\$ 682,640
	Commercial, New Shell Building.....	1	750,000	11	\$ 9,242,000
	Commercial, Addition/Alteration.....	32	18,800,652	143	\$ 45,783,076
	Commercial, Interior Finish.....	7	1,489,750	40	\$ 3,374,700
	Commercial, Fire Repair.....	2	2,125,000	8	\$ 888,000
	Commercial, New Foundation.....	2	1,805,000	7	\$ 10,740,000
	Commercial, Temporary Bldg./Const Trailer....	2	3,500	29	\$ 351,391
	<b>TOTAL</b>	<b>59</b>	<b>\$ 43,613,602</b>		<b>\$ 334,515,792</b>
OTHER ACTIVITY	Electrical Permits.....	582		1663	
	Heat/Air/Refrigeration Permits.....	474		1405	
	Plumbing and Gas Permits.....	600		1891	
	Sign Permits.....	111		475	
	Water Well Permits.....	7		44	
	Garage Sale Permits.....	102		782	
	Structure Moving Permits.....	11		16	
	Demo-Residential Permits.....	8		31	
	Demo-Non-Residential Permits.....	3		10	
	Lot Line Adjustments Filed.....	3		25	
	Certificate of Occupancy (CO).....	337		1070	
	All Field Inspections.....	9015		27583	
	Net Residential Demos & Removals.....	-4		-28	
	<b>TOTAL VALUATION</b>		<b>\$ 88,419,240</b>		<b>\$ 560,726,158</b>





**City of Norman**  
**BUILDING PERMITS AND INSPECTIONS**

Issued March 2023- Sorted by Permit Type

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT	MORRISON CONSTRUCTION CO	MCDONALD'S	73	3/2/2023	1720	W	LINDSEY	ST	A		HOLLYWOOD ADD	C2	\$ 250,000	2000
COMMERCIAL, ADD/ALT	SUN CONSTRUCTION SERVICES	CENTER FOR CHILDREN AND FAMILIES	450	3/16/2023	210	S	COCKREL	AVE	17	55	NORMAN, ORIGINAL TOWNSHIP	R1	\$ 313,460	4129
COMMERCIAL, ADD/ALT	MILLER-TIPPENS CONSTRUCTION	MC FARLAND	459	3/6/2023	419	S	UNIVERSITY	BLVD	9	11	WAGGONER'S T.R. FIRST ADD	CCFB	\$ 3,850,000	14974
COMMERCIAL, ADD/ALT	SUN CONSTRUCTION SERVICES	VALIANT PARTNERS	557	3/7/2023	229	E	MAIN	ST	15	14	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 200,000	3072
COMMERCIAL, ADD/ALT	SOONER TRADITIONS, LLC.	SOONER TRADITIONS	585	3/13/2023	590		ED NOBLE	PKWY	6	1	PARKWAY PLAZA ADD	C2	\$ 388,600	10627
COMMERCIAL, ADD/ALT	LAVASTIDA DEVELOPMENT GROUP	PRIME ARCHITECTS	623	3/20/2023	425	W	GRAY	ST	14	88	NORMAN, ORIGINAL TOWNSHIP	C1	\$ 500,000	4800
COMMERCIAL, ADD/ALT	LEASEE (TENANT)	MOXIE SHOP SALON	705	3/10/2023	2001	W	MAIN	ST	1	1	CARRIAGE PLAZA	C2	\$ 25,000	1370
COMMERCIAL, ADD/ALT	TC GRISSOM BUILDING CO.	EQUITY COMMERCIAL REALTY	966	3/23/2023	2000		RESEARCH PARK BLVD	33B	3		NORMAN RESEARCH PARK	I1	\$ 5,000	3000
COMMERCIAL, ADD/ALT	TC GRISSOM BUILDING CO.	EQUITY COMMERCIAL REALTY	967	3/23/2023	2000		RESEARCH PARK BLVD	33B	3		NORMAN RESEARCH PARK	I1	\$ 5,000	3000
COMMERCIAL, ADD/ALT	SAENZ, MARTIN	CRYSTAL PALACE MASSAGE	1106	3/28/2023	2276	W	MAIN	ST	2	1	JENNINGS ESTATES #1	C2	\$ 2,400	100
COMMERCIAL, ADD/ALT	MANHATTAN CONSTRUCTION	NPS-MONROE ELEMENTARY	2884	3/16/2023	1601		MC GEE	DR	A		WESTLAND ADD	R1	\$ 2,126,643	7092
COMMERCIAL, ADD/ALT	MANHATTAN CONSTRUCTION	NPS-MCKINLEY ELEMENTARY	2885	3/14/2023	728	S	FLOOD	AVE	4		LANDT'S #2	R1	\$ 2,000,000	5605
COMMERCIAL, ADD/ALT	AC OWEN CONSTRUCTION	ROBIN HILL SCHOOL	4903	3/2/2023	4801	E	FRANKLIN	RD	1	2W	NOT SUBDIVIDED	A2	\$ 2,000,000	6075
COMMERCIAL, ADD/ALT	MORRISON CONSTRUCTION CO	MCDONALD'S	5508	3/14/2023	3520	W	TECUMSEH	RD	2A	3	MEDICAL PARK WEST SEC 3	PUD	\$ 250,000	1600
COMMERCIAL, FOUNDATION PERMIT	CROSSLAND CONSTRUCTION CO, INC.	CITY OF NORMAN	818	3/7/2023	2801	E	ROBINSON	ST	22	2W	NOT SUBDIVIDED	A2	\$ 1,730,000	19886
COMMERCIAL, INTERIOR FINISH	B.C.C. CONTRACTING	ICODE OFFICE	494	3/29/2023	2751		36TH	AVE	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 100,000	2553
COMMERCIAL, INTERIOR FINISH	PHU TRAN	BOSS NAILS & SPA	880	3/20/2023	3321	W	TECUMSEH	RD	1	1	CARROLL FARM SEC. 4	PUD	\$ 80,000	3870
COMMERCIAL, INTERIOR FINISH	LEASEE (TENANT)	NORMAN TOBACCO & VAPE	998	3/17/2023	2620		CLASSEN	BLVD	2	1	CLASSEN CROSSING APTS & RETAIL	PUD	\$ 9,750	1560
COMMERCIAL, INTERIOR FINISH	PRECISION BUILDERS, LLC.	BLOND PEARL SALON	1084	3/28/2023	2751		36TH	AVE	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 115,000	2024
COMMERCIAL, INTERIOR FINISH	BBC CONSTRUCTION GROUP	TOUCHTONE MEDICAL IMAGING	5418	3/13/2023	2901		ADAMS	RD	5	3	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 975,000	6610
COMMERCIAL, NEW CONSTRUCTION	RED SUN CONTRACTORS, LLC.	MEDICAL OFFICE BUILDING	22	3/7/2023	3221		24TH	AVE	13	3W	CURVE AT UNIVERSITY NORTH PARK	PUD	\$ 700,000	3658
COMMERCIAL, NEW CONSTRUCTION	OWNER	GUARD STATION	38	3/13/2023	520	W	TECUMSEH	RD	18	2W	VILLAS AT ASHTON GROVE	I1	\$ 213,000	4980
COMMERCIAL, NEW CONSTRUCTION	SIGNATURE CUSTOM POOLS	SPRINGS AT FLINT HILLS	74	3/6/2023	1281		WILMOT	ST	C	1	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$ 200,000	657
COMMERCIAL, NEW CONSTRUCTION	MACKIE REAUX CONSTRUCTION, INC	MEDWISE URGENT CARE	1140	3/27/2023	3743		CLASSEN	BLVD	1		MEDWISE CLASSEN	C2	\$ 1,100,000	3080
COMMERCIAL, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	STERLING PROPERTY MANAGEMENT	2598	3/23/2023	4260		28TH	AVE	6	1	FRANKLIN BUSINESS PARK SEC 3	PUD	\$ 1,800,000	10896
COMMERCIAL, NEW CONSTRUCTION	OWNER	CLUBHOUSE BUILDING	4099	3/6/2023	1281		WILMOT	ST	C	1	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$ 750,000	3301
COMMERCIAL, NEW SHELL BLDG	BROOKFIELD CUSTOM HOMES, LLC.	LEGACY BUSINESS PARK	244	3/9/2023	3219	W	ROCK CREEK	RD	1	1	LEGACY BUSINESS PARK	C2	\$ 750,000	10117
COMMERCIAL, REPAIR	GOLDSBY CONSTRUCTION	HITACHI	1092	3/21/2023	1800	E	IMHOFF	RD	1	1	HITACHI ADD	I1	\$ 2,000,000	8250
COMMERCIAL, REPAIR	PREMIER CONSTRUCTION SOLUTIONS	WEST WIND UNITARIAN	5208	3/14/2023	1309	W	BOYD	ST	36	3W	NOT SUBDIVIDED	R1	\$ 125,000	1840
TEMPORARY BLDG/CONST	CIRQUE ENTERTAINMENT II, LLC.	PARANORMAL CIRQUE TENT	543	3/7/2023	3301	W	MAIN	ST	1	1	SOONER FASHION MALL	C2	\$ 1,000	13267
TEMPORARY BLDG/CONST	LOWE, TIM	SOONER BLOOMER TENT	813	3/28/2023	3299	W	MAIN	ST	1	1	SOONER FASHION MALL	C2	\$ 2,500	1500

TOTAL PERMITS

31

AVERAGE VALUATION \$ 727,979  
TOTAL VALUATION \$ 22,567,353

AVERAGE PROJECT AREA 5,338  
TOTAL PROJECT AREA 165,493

Permit Type	Valuation	New Construction Business Information (New Construction and New Shell Building)		
Commercial, New Construction	6	\$ 4,763,000	Building Size (SF)	Use/Classification
Commercial, Parking Lot	0	\$ -	3,658	OFFICE
Commercial, Shell Building	1	\$ 750,000	3,080	OFFICE
Commercial, Addition/Alteration	14	\$ 11,916,103	10,896	OFFICE
Commercial, Interior Finish	5	\$ 1,279,750		
Commercial, Fire Repair	2	\$ 2,125,000		
Commercial, Foundation	1	\$ 1,730,000		
Temporant Bldg/Construction Trailer	2	\$ 3,500		
<b>TOTAL</b>	<b>31</b>	<b>\$ 22,567,353</b>		

Business  
MEDICAL OFFICE BUILDING  
MEDWISE URGENT CARE  
STERLING PROPERTY MANAGEMENT





City of Norman  
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS  
Issued March 2023 - Sorted by Permit Type

Permit Type	Contractor	Permit	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area	KW
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	748	3/1/2023	1712 N CRAWFORD AVE	10	1	CRYSTAL HEIGHTS #2	R1	\$ 3,700	24	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	749	3/1/2023	3805 ABINGDON DR	2	2	BELLATONA SEC. #1	R1	\$ 5,300	24	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	776	3/1/2023	2635 TRENTON RD	17	5	NORMANDY PARK	R1	\$ 3,395	32	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	795	3/2/2023	16105 E IMHOFF RD	4	1E	SEVEN OAKS COS	A2	\$ 3,800	35	
1 & 2 FAMILY STORM SHELTER	SPRAGUE'S BACKHOE	797	3/16/2023	2920 LEANING ELM DR	1	1	WOODCREST EST #7	R1	\$ 3,650	48	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	822	3/2/2023	3717 CRAIL DR	9	1	BERKELEY ADD #6	R1	\$ 3,995	24	
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	831	3/7/2023	3110 WISTER RD	8	2	GREENLEAF TRAILS ADD 11	PUD	\$ 2,850	40	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	850	3/6/2023	3313 OUTPOST CIR	10	6	PRAIRIE CREEK	R1	\$ 3,850	36	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	858	3/6/2023	3020 HARWICH CT	9	2	THE VINEYARD PHASE I	RM2	\$ 3,800	35	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	883	3/7/2023	1909 WINDERMERE DR	3	4	BROOKHAVEN #26	R1	\$ 4,600	28	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	891	3/13/2023	512 TYLER DR	6	1	ALAMEDA PARK ADD #3	R1	\$ 3,700	24	
1 & 2 FAMILY STORM SHELTER	OKC SHELTERS	902	3/8/2023	831 SIENA SPRINGS DR	2	3	SIENA SPRINGS ADD #1	PUD	\$ 3,404	28	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	907	3/8/2023	4021 DORNOCH LN	4A	2	CASCADE ESTATES PUD #7	PUD	\$ 2,700	15	
1 & 2 FAMILY STORM SHELTER	OKC SHELTERS	909	3/15/2023	303 MOUNT VERNON DR	5	8	LAKEVIEW TERRACE	R1	\$ 4,700	35	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	927	3/15/2023	400 MAYBURY DR	13	1	LITTLE RIVER TRAILS SEC #3	PUD	\$ 2,500	21	
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	930	3/9/2023	1832 PARKRIDGE DR	8	3	WOODCREEK ADD #5	R1	\$ 3,409	28	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	936	3/10/2023	701 REED AVE	1	7	MORNINGSIDE	R1	\$ 3,700	24	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	938	3/10/2023	720 VILLAVARDE DR	1	3	MONTE RO RIDGE SEC. #1	PUD	\$ 3,800	24	
1 & 2 FAMILY STORM SHELTER	AARON'S STORM SHELTERS	944	3/14/2023	11400 E BETHEL RD	35	1W	NOT SUBDIVIDED	A2	\$ 6,500	154	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	955	3/10/2023	621 LEANING ELM DR	7	3	WOODCREST EST #7	R1	\$ 3,700	35	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	959	3/10/2023	2119 JACKSON DR	9	5	CRESTLAND ESTATES 2ND	NA	\$ 3,700	24	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	985	3/16/2023	1245 LOMA DR	8	5	COUNTRY CLUB EST WILLA	R1	\$ 3,800	32	
1 & 2 FAMILY STORM SHELTER	BE SAFE STORM SHELTERS LLC	991	3/15/2023	3001 YOSEMITE DR	4	1	PARK HILL ADDITION	PUD	\$ 4,300	35	
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	1002	3/14/2023	3101 HARWICH CT	18	2	THE VINEYARD PHASE I	PUD	\$ 2,400	38	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	1006	3/14/2023	413 TURNBERRY DR	17	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 4,600	28	
1 & 2 FAMILY STORM SHELTER	STORM SAFE	1007	3/14/2023	1601 48TH AVE	24	2W	NOT SUBDIVIDED	A2	\$ 2,850	21	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	1017	3/15/2023	3615 TIMBERBROOK DR	16	12	VINTAGE CREEK ADDITION	PUD	\$ 4,500	24	
1 & 2 FAMILY STORM SHELTER	SPRAGUE'S BACKHOE	1019	3/17/2023	10100 144TH AVE	28	2	PRIDE #034	A2	\$ 4,750	70	
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE NORMAN	1030	3/24/2023	1205 WILMOT ST	3	1	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$ 3,200	24	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1046	3/17/2023	508 GREENS PKY	9	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,650	15	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	1049	3/17/2023	3100 WOODSBORO CT	32	2	CROSSROADS WEST #4	R1	\$ 3,300	21	
1 & 2 FAMILY STORM SHELTER	FREDGREN, TOM	1056	3/17/2023	401 EGRET LN	6	1	SUTTON PLACE ADD #5	R1	\$ 6,000	41	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1057	3/17/2023	331 SKYLINE DR	11	7	SUNRISE HEIGHTS SEC #3	R1	\$ 2,850	21	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1076	3/20/2023	2704 CRITTENDEN DR	3	2	ASHTON GROVE ADD SEC 3	PUD	\$ 3,500	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1082	3/20/2023	3915 BLACK MESA RD	10	3	RED CANYON RANCH SEC 7	PUD	\$ 3,995	24	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1085	3/21/2023	3808 CORD CIR	12	1	BROOKHAVEN, VILLAGE AT #2	RM6	\$ 2,850	21	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1087	3/28/2023	2122 ARCADY AVE	4	4	BELLATONA SEC. #3	R1	\$ 2,850	21	
1 & 2 FAMILY STORM SHELTER	WILDS, LYNN	1095	3/22/2023	1818 ROLLING STONE DR	16	17	OAKHURST ADD #05	R1	\$ 3,600	48	
1 & 2 FAMILY STORM SHELTER	BE SAFE STORM SHELTERS LLC	1100	3/22/2023	3012 YOSEMITE DR	1	1	PARK HILL ADDITION	PUD	\$ 5,700	40	
1 & 2 FAMILY STORM SHELTER	EF5 TORNADO SHELTERS	1102	3/21/2023	2420 ARBOR DR	16	1	ROYAL OAKS ADD #8	R1	\$ 6,275	24	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1103	3/21/2023	2516 BROADWELL OAKS DR	3	3	ROYAL OAKS ADD #7	R1	\$ 3,800	21	
1 & 2 FAMILY STORM SHELTER	OZ SAFEROOMS	1105	3/22/2023	10209 CLINKENBEARD RD	34	1W	CLINKENBEARD ACRES	A2	\$ 12,975	40	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1165	3/24/2023	821 SIENA SPRINGS DR	3	3	SIENA SPRINGS ADD #1	PUD	\$ 3,600	40	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1210	3/28/2023	605 CHILLMARK DR	11	11	VINEYARD PHASE III	R1	\$ 3,590	35	
1 & 2 FAMILY STORM SHELTER	BE SAFE STORM SHELTERS LLC	1225	3/29/2023	516 ELMCREST DR	7	11	WOODCREST EST #6	R1	\$ 3,300	24	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1229	3/28/2023	5750 168TH AVE	4	1E	NOT SUBDIVIDED	A2	\$ 4,650	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1236	3/30/2023	301 PERTH DR	2	1	HIGHLAND VILLAGE ADD SEC 5	R1	\$ 3,800	12	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1237	3/30/2023	3704 BROWNWOOD LN	8	3	CASTLEROCK ADD #6	R1	\$ 3,500	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO CONST. & ROOFING	1238	3/30/2023	1600 WAR BIRD DR	21	3	SUTTON PLACE ADD #2	R1	\$ 3,995	24	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	1239	3/30/2023	4220 HARROGATE DR	3	4	BROOKHAVEN #21B	R1	\$ 3,500	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1240	3/30/2023	3721 ELLIES PL	31	8	CEDAR LANE SEC #2	R1	\$ 3,500	32	
1 & 2 FAMILY STORM SHELTER	SPRAGUE'S BACKHOE	1256	3/31/2023	1138 MISSOURI ST	18	7	FACULTY HEIGHTS ADD	R1	\$ 5,700	35	
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	1258	3/29/2023	301 W ACRES ST	30	2W	NOT SUBDIVIDED	NA	\$ 2,850	24	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	1289	3/30/2023	4008 KENT ST	7	6	BERKELEY ADD #3	PUD	\$ 2,350	21	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	1296	3/31/2023	1301 STONE CREEK DR	20	1	STONE LAKE	R1	\$ 3,300	21	
1 & 2 FAMILY, ADD OR ALTER	MURFIELD HOMES	199	3/20/2023	3207 TERRACE PARK	5	2	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 300,000	414	
1 & 2 FAMILY, ADD OR ALTER	COMPTONS ROOFING LLC	502	3/13/2023	3815 QUAIL RUN CIR	8	8	RIVER OAKS #2	RM6	\$ 1,500	200	
1 & 2 FAMILY, ADD OR ALTER	OWNER	611	3/20/2023	9800 E BOYD ST	34	1W	LAKEWOOD ACRES (SURVEY)	A2	\$ 2,000	165	
1 & 2 FAMILY, ADD OR ALTER	OWNER	774	3/10/2023	1004 S PICKARD AVE	13	1	PICKARD ACRES	R1	\$ 40,000	450	
1 & 2 FAMILY, ADD OR ALTER	OWNER	887	3/14/2023	1615 N CRAWFORD AVE	1	3	CRYSTAL HEIGHTS #2	R1	\$ 5,000	220	
1 & 2 FAMILY, ADD OR ALTER	HEARTLAND CONSTRUCTION, LLC	919	3/20/2023	908 TRISHA LN	42	2	ARBOR LAKE ADD #5	R1	\$ 80,000	150	
1 & 2 FAMILY, ADD OR ALTER	DILIGENT CR	1022	3/16/2023	407 CHAUTAUQUA AVE	4	1	HOMES ADD	R1	\$ 75,000	1200	
1 & 2 FAMILY, ADD OR ALTER	TRAILHEAD HOMES, LLC	1035	3/23/2023	3506 HILLVIEW DR	11	1	HILLVIEW ESTATES	RE	\$ 150,000	696	
1 & 2 FAMILY, ADD OR ALTER	OWNER	1135	3/28/2023	3012 YOSEMITE DR	1	1	PARK HILL ADDITION	PUD	\$ 7,000	192	
1 & 2 FAMILY, ADD OR ALTER	OWNER	1149	3/30/2023	2211 RAVENWOOD LN	16	2	HALL PARK #1	R1	\$ 140,000	1110	
1 & 2 FAMILY, ADD OR ALTER	EISEL ROOFING & CONSTRUCTION	4722	3/8/2023	4012 QUAIL DR	3	10	QUAILBROOK ADD #2	R1	\$ 11,000	552	

1 & 2 FAMILY, CARPORT	CROWN CARPORTS	504	3/6/2023	440	S	PICKARD	AVE	3	2	FRICK ADD	R1	\$	3,450	200	
1 & 2 FAMILY, CARPORT	OWNER	720	3/16/2023	226	W	HIMES	ST	13	23	HIGHLAND ADDITION	R2	\$	5,200	385	
1 & 2 FAMILY, CARPORT	OWNER	773	3/10/2023	1004	S	PICKARD	AVE	13	1	PICKARD ACRES	R1	\$	20,000	240	
1 & 2 FAMILY, CARPORT	TITAN BUILDING CO	811	3/7/2023	2705		EDGEMERE	DR	5	2	EAST RIDGE ADD #19	R1	\$	4,500	324	
1 & 2 FAMILY, CARPORT	TITAN BUILDING CO	812	3/10/2023	1029		LESLIE	LN	16	1	HETHERINGTON HEIGHTS	R1	\$	5,350	395	
1 & 2 FAMILY, CARPORT	WAGNER, ROBIN	859	3/23/2023	4915		OAKBROOK	DR	7	7	WHISPERING HILLS	R1	\$	1,515	360	
1 & 2 FAMILY, CARPORT	TITAN BUILDING CO	912	3/17/2023	2105		VIRGINIA	ST	35	7	FACULTY HEIGHTS ADD	R1	\$	4,250	384	
1 & 2 FAMILY, CARPORT	BARGAIN BARN & BUILDINGS,LLC.	969	3/16/2023	109	N	PONCA	AVE	1	38	NORMAN, ORIGINAL TOWNSHIP	R2	\$	2,975	380	
1 & 2 FAMILY, CARPORT	CAROLINA CARPORTS INC.	978	3/20/2023	908	W	ELFAULA	ST	2	1	WEST PARK ADD	R1	\$	2,735	400	
1 & 2 FAMILY, PAVING	BILL'S CUSTOM CONCRETE, INC.	694	3/8/2023	2614		LINDEN	AVE	3	3	FOREST HILLS ADD	R1	\$	12,000	420	
1 & 2 FAMILY, PAVING	FINE LINE FINISHES OKLAHOMA	809	3/10/2023	517	E	MAIN	ST	9	38	NORMAN, ORIGINAL TOWNSHIP	R2	\$	9,000	1340	
1 & 2 FAMILY, PAVING	MORAN CONSTRUCTION	907	3/15/2023	303		MOUNT VERNON	DR	5	8	LAKEVIEW TERRACE	R1	\$	2,700	378	
1 & 2 FAMILY, PAVING	BOTTOM, DANA	961	3/24/2023	4250		48TH	AVE	1	1	RED SKY RANCH PHASE 1	PUD	\$	65,000	600	
1 & 2 FAMILY, PAVING	MEDINA CONSTRUCTION	996	3/27/2023	3217		BISMARC	LN	14	6	PRAIRIE CREEK #3	R1	\$	11,500	934	
1 & 2 FAMILY, PAVING	A & L CONCRETE	1144	3/28/2023	302		ALAMOSA	RD	5	3	LITTLE RIVER TRAILS SEC #2	PUD	\$	6,280	766	
1 & 2 FAMILY, PAVING	A & L CONCRETE	1145	3/28/2023	311		ALAMOSA	RD	13	5	LITTLE RIVER TRAILS SEC #2	PUD	\$	9,020	356	
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	1162	3/30/2023	3730		ABINGDON	DR	1	1	BELLATONA SEC. #2	R1	\$	3,000	130	
1 & 2 FAMILY, REPAIR	EXR CONSTRUCTION & RESTORATION	1029	3/30/2023	1415		SKYLER	WAY	63	3	CEDAR LANE SEC #1	R1	\$	95,000	2505	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	716	3/2/2023	1614		BARWICK	DR	6	1	BROOKHAVEN #10	R1	\$	22,100	7	
1 & 2 FAMILY, SOLAR	VYVUE LLC	779	3/2/2023	2341		ALAMEDA PLAZA		4A	2	ALAMEDA PLAZA SUITE ADD	R1A	\$	27,510	9	
1 & 2 FAMILY, SOLAR	STARRY SOLAR	827	3/13/2023	7675		LETT	CIR	25	1W	LETT FARMS COS	A2	\$	122,458	8	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	884	3/9/2023	2721		CREEKVIEW	TER	53	3	EAST RIDGE ADD	R1	\$	10,200	5	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	885	3/9/2023	509		WILLOW BRANCH	RD	8	2	QUAILBROOK ADD #1	R1	\$	41,580	21	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	918	3/9/2023	209		VICTORY	DR	21	1	CAMBRIDGE PLACE	RM6	\$	14,200	7	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	921	3/9/2023	609		TIOGA	CIR	14	2	SEQUOYAH TRAILS ADD	R1	\$	55,543	14	
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	924	3/17/2023	2951		TWIN ACRES	DR	13	1	TWIN ACRES	R1	\$	64,336	16	
1 & 2 FAMILY, SOLAR	ENCORE SOLAR	940	3/28/2023	516		BONITA	CIR	18	1	STARBROOK ADD #2	NA	\$	49,268	8	
1 & 2 FAMILY, SOLAR	G1-3 SOLAR AND CONSTRUCTION	953	3/20/2023	2621		SUMMIT TERRACE	DR	5	4	SUMMIT LAKES ADD #8	R1	\$	11,500	25	
1 & 2 FAMILY, SOLAR	PAIC SOLAR	981	3/14/2023	4112		BEECHWOOD	DR	10	6	CHERRY CREEK #2	R1	\$	40,834	10	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	1013	3/15/2023	302		ALAMOSA	RD	5	3	LITTLE RIVER TRAILS SEC #2	PUD	\$	38,825	10	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	1014	3/15/2023	301		THORNEBROOK	DR	16	2	HAWTHORNE PLACE #3	R1	\$	26,203	5	
1 & 2 FAMILY, SOLAR	AVVIO SERVICES LLC	1015	3/15/2023	2717		QUANAH PARKER	TR	3	10	WLDWOOD GREEN #2	R1	\$	7,000	7	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	1045	3/17/2023	9711		BRUSH CREEK	RD	6	2	OAKRIDGE EST #1	RE	\$	26,000	11	
1 & 2 FAMILY, SOLAR	EIGHTYTWO	1137	3/24/2023	4309		HACKNEY WICK	RD	4	4	CARRINGTON PLACE ADD #12	R1	\$	41,000	11	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	1138	3/24/2023	1437		DAYCHARTER	ST	20	1	PARK PLACE ADD #5	R1	\$	4,800	1	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	1173	3/27/2023	1725		CLIFFSIDE	CT	1	3	CROSSROADS WEST #6	NA	\$	39,993	10	
1 & 2 FAMILY, SOLAR	OKIE SOLAR	1185	3/28/2023	2708		SUMMIT CROSSING	PKY	3	5	SUMMIT LAKES ADD #11	R1	\$	27,000	8	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	1227	3/30/2023	2950		SOUTHAMPTON	DR	24	2	ST JAMES PARK ADD 6	R1	\$	13,949	5	
1 & 2 FAMILY, STORAGE BLDG	TEXAS METAL CARPORT	723	3/10/2023	1428		EISENHOWER	RD	3	6	NORTH ACRES	R1	\$	7,358	1600	
1 & 2 FAMILY, STORAGE BLDG	GOTCHA COVERED INC.	688	3/17/2023	3501		BLACK LOCUST	PL	2	2	CEDAR LAKE ESTATES	PUD	\$	32,900	864	
1 & 2 FAMILY, STORAGE BLDG	OWNER	814	3/9/2023	5361		60TH	AVE	19	1W	THOUSAND OAKS COS	A2	\$	30,000	1200	
1 & 2 FAMILY, STORAGE BLDG	B & S WOODWORKS	886	3/13/2023	3700		BARWICK	CT	7	1	BROOKHAVEN #20	R1	\$	22,000	414	
1 & 2 FAMILY, STORAGE BLDG	BARGAIN BARN & BUILDINGS,LLC.	910	3/16/2023	501	E	MAIN	ST	1	38	NORMAN, ORIGINAL TOWNSHIP	R2	\$	5,280	364	
1 & 2 FAMILY, STORAGE BLDG	BLUE COLLAR FABRICATIONS LLC	977	3/15/2023	10701		BETHLE	RD	27	1W	NOT SUBDIVIDED	A2	\$	74,700	2400	
1 & 2 FAMILY, STORAGE BLDG	OWNER	1026	3/20/2023	5410		ALAMEDA	ST	35	2W	NOT SUBDIVIDED	A2	\$	25,000	1500	
1 & 2 FAMILY, STORAGE BLDG	ONE WAY CONSTRUCTION	1060	3/21/2023	15201	E	INDIAN HILLS	RD	32	1E	STELLA HILLS ESTATES COS	A2	\$	72,000	2400	
1 & 2 FAMILY, STORAGE BLDG	BULLS EYE CONSTRUCTION	1099	3/22/2023	219	S	STEWART	AVE	30	55	NORMAN, ORIGINAL TOWNSHIP	R2	\$	11,000	240	
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	1107	3/23/2023	2009		EAST VIEW	DR	36	1	EAST RIDGE ADD #11	R1	\$	16,623	192	
1 & 2 FAMILY, STORAGE BLDG	SOONER ROAD BUILDINGS	1154	3/28/2023	1612		KIAMICHI	RD	6	2	INDIAN HILLS ESTATES	RE	\$	8,850	600	
1 & 2 FAMILY, STORAGE BLDG	TEXAS METAL CARPORT	1177	3/28/2023	913		MORNINGSIDE	DR	32	2W	NOT SUBDIVIDED	R1	\$	6,000	320	
1 & 2 FAMILY, STORAGE BLDG	UPTOWN PROPERTY MANAGEMENT	1211	3/31/2023	1100		DEERFIELD	DR	34	1W	LAKEWOOD ACRES (SURVEY)	A2	\$	30,000	1200	
1 & 2 FAMILY, STORAGE BLDG	GS INVESTMENTS	1221	3/31/2023	6151		CHLOE	LN	34	1W	HIDDEN MEADOWS ESTATES	A2	\$	3,000	1200	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	432	3/14/2023	3508		MONTELENA	CT	13	1	BROOKHAVEN #41	R1	\$	82,000	1006	
1 & 2 FAMILY, SWIMMING POOL	SPLASH POOLS	685	3/15/2023	518		CHAUTAUQUA	AVE	6	2	ROSS ADDITION	R1	\$	55,800	403	
1 & 2 FAMILY, SWIMMING POOL	BARRIOS POOL SERVICE GC LLC	739	3/3/2023	11117	S	TIMBERLINE	DR	53	14	WHISPERING HILLS	R1	\$	91,261	2280	
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	741	3/3/2023	4308		MAE BELLE	CT	13	2W	JOHN DALTON RIDGE COS 2021-15	A2	\$	57,000	1050	
1 & 2 FAMILY, SWIMMING POOL	JACKSON, AUSTIN R.	834	3/8/2023	4300		48TH	AVE	9	3W	NOT SUBDIVIDED	A2	\$	125,000	1384	
1 & 2 FAMILY, SWIMMING POOL	GALAXY POOL CONSTRUCTION	847	3/29/2023	2621		LONG LAKE	PL	6	1	WELLINGTON LAKE SEC 2	PUD	\$	25,000	450	
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PATIO	882	3/13/2023	1908		DONDORÉ	DR	22A	1	BROOKHAVEN PLACE	PUD	\$	82,000	402	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	926	3/14/2023	4504		BLACK HORSE	RD	11	4	CARRINGTON PLACE ADD #6	R1	\$	92,000	1070	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	982	3/15/2023	5512		RAWHIDE	RD	11	5	GLENRIDGE SEC. #2	PUD	\$	91,000	785	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	989	3/15/2023	713		MAPLE HILL	RD	12	7	VINTAGE CREEK ADDITION	PUD	\$	90,000	804	
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	1187	3/28/2023	2701		CRITTENDEN LINK	RD	1	5	ASHTON GROVE ADD SEC 2	PUD	\$	81,000	500	
1 FAMILY, MANUFACTURED HOME	OWNER	676	3/13/2023	13985	E	STELLA	RD	19	1E	NOT SUBDIVIDED	A2	\$	100,000	892	
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	646	3/8/2023	2609		DALEWOOD	PL	17	3	EAST RIDGE ADD	R1	\$	273,560	2921	
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	647	3/8/2023	2613		DALEWOOD	PL	18	3	EAST RIDGE ADD	R1	\$	280,000	2831	
1 FAMILY, NEW CONSTRUCTION	BAER HALL HOMES, INC	691	3/13/2023	808		ELM	AVE	5	1	CAMPUS ADD	R2	\$	424,500	4349	
1 FAMILY, NEW CONSTRUCTION	HARVEST HOMES PROPERTIES	677	3/22/2023	1521		CRUCE	ST	7	2	HETHERINGTON HEIGHTS 3RD ADD	R1	\$	271,880	2735	
1 FAMILY, NEW CONSTRUCTION	MURFIELD HOMES	687	3/8/2023	3712		VINTAGE CREEK	DR	10	1	VINTAGE CREEK ADDITION	PUD	\$	316,690	3299	
1 FAMILY, NEW CONSTRUCTION	OWNER	715	3/10/2023	6161	E	ETCHAWAH	RD	19	1W	NOT SUBDIVIDED	A2	\$	704,460	7377	
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	727	3/6/2023	3720		BEDROCK	DR	4	3	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$	300,000	2240	
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	728	3/6/2023	3724		BEDROCK	DR	3	3	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$	340,000	2603	
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	729	3/6/2023	3802		WILMOT	DR	2	3	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$	340,000	2631	
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	733	3/6/2023	3806		WILMOT	DR	1	3	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$	360,000	2940	
1 FAMILY, NEW CONSTRUCTION	G.S. INVESTMENTS-GREG SMITH	841	3/14/2023	6151		CHLOE	LN	34	1W	HIDDEN MEADOWS ESTATES	A2	\$	500,000	4857	
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	846	3/9/2023	3626		CASSIDY	DR	23	1	FLINT HILLS SEC. #1	PUD	\$	280,000	2377	
1 FAMILY, NEW CONSTRUCTION	HOMESTEAD CUSTOM HOMES & CONST	873	3/15/2023	1612		ATTICUS	AVE	6	13	CEDAR LANE SEC #3	R1	\$	286,000	3071	
1 FAMILY, NEW CONSTRUCTION	HOMESTEAD CUSTOM HOMES & CONST	874	3/15/2023	1713		ATTICUS	AVE	4	15	CEDAR LANE SEC #3	R1	\$	270,620	3006	

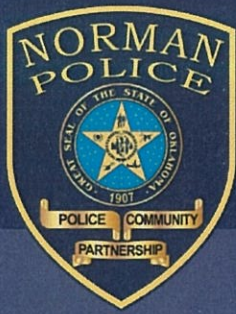


1 FAMILY, NEW CONSTRUCTION	HOMESTEAD CUSTOM HOMES & CONST	875	3/15/2023	1719	ZAYDEN	LN	7	16	CEDAR LANE SEC #3	R1	\$ 265,580	2908
1 FAMILY, NEW CONSTRUCTION	HOMESTEAD CUSTOM HOMES & CONST	876	3/15/2023	1704	ATTICUS	AVE	1	16	CEDAR LANE SEC #3	R1	\$ 313,040	3344
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	905	3/13/2023	1514	FLINT HILLS	ST	25	1	FLINT HILLS SEC. #1	PUD	\$ 290,000	2409
1 FAMILY, NEW CONSTRUCTION	OWNER	945	3/30/2023	10701	BETHEL	RD	27	1W	NOT SUBDIVIDED	A2	\$ 368,480	3890
1 FAMILY, NEW CONSTRUCTION	OWNER	957	3/28/2023	4003 NE	93RD	AVE	9	1W	NOT SUBDIVIDED	A2	\$ 250,000	2055
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	970	3/15/2023	2841	DALEWOOD	PL	15	3	EAST RIDGE ADD #03	R1	\$ 273,560	2921
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	971	3/15/2023	2833	DALEWOOD	PL	17	3	EAST RIDGE ADD #03	R1	\$ 273,400	2921
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	974	3/15/2023	2837	DALEWOOD	PL	16	3	EAST RIDGE ADD #03	R1	\$ 281,680	2932
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	976	3/15/2023	2819	DALEWOOD	PL	20	3	EAST RIDGE ADD #03	R1	\$ 280,000	2946
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	1031	3/24/2023	1205	WILMOT	ST	3	1	SPRINGS AT FLINT HILLS SEC. #1	PUD	\$ 340,000	2856
1 FAMILY, NEW CONSTRUCTION	HOMES OF DISTINCTION, INC.	1140	3/31/2023	1935	ASHFORD	LN	11	1	BROOKHAVEN PLACE	PUD	\$ 449,700	3014
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	706	3/2/2023	614	OZARK	LN	15	3	GREENLEAF TRAILS ADD 12	PUD	\$ 209,440	2286
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	707	3/2/2023	610	OZARK	LN	14	3	GREENLEAF TRAILS ADD 12	PUD	\$ 222,740	2227
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	711	3/2/2023	618	OZARK	LN	16	3	GREENLEAF TRAILS ADD 12	PUD	\$ 278,460	2709
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	712	3/2/2023	622	OZARK	LN	17	3	GREENLEAF TRAILS ADD 12	PUD	\$ 300,580	2740
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	713	3/2/2023	626	OZARK	LN	18	3	GREENLEAF TRAILS ADD 12	PUD	\$ 274,960	2676
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	743	3/9/2023	1108	OSPREY	DR	10	1	EAGLE CLIFF SOUTH ADD #7	R1	\$ 222,320	2060
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	835	3/9/2023	619	RED CEDAR	WAY	10	3	GREENLEAF TRAILS ADD 12	PUD	\$ 259,980	2501
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	878	3/9/2023	630	OZARK	LN	19	3	GREENLEAF TRAILS ADD 12	PUD	\$ 259,980	2527
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	908	3/16/2023	631	RED CEDAR	WAY	7	3	GREENLEAF TRAILS ADD 12	PUD	\$ 278,460	2700
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	929	3/16/2023	606	RED CEDAR	WAY	12	4	GREENLEAF TRAILS ADD 12	PUD	\$ 209,440	2321
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	931	3/31/2023	2314	ARCADY	AVE	4	5	BELLATONA SEC. #3	R1	\$ 240,940	2273
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	943	3/31/2023	2315	ARCADY	AVE	4	2	BELLATONA SEC. #3	R1	\$ 218,120	2018
3+ FAMILY, ADD OR ALTER	JRUIZ CONSTRUCTION, LLC.	3937	3/2/2023	222 S	UNIVERSITY	BLVD	1	16	WAGGONER'S T.R. FIRST ADD	CCFB	\$ 300,000	5163

TOTAL PERMITS	168	AVERAGE VALUATION	\$ 88,727	AVERAGE PROJECT AREA	1,060	(SOLAR PERMITS - PROJECT AREA NOT INCLUDED)
		TOTAL VALUATION	\$ 14,906,159	TOTAL PROJECT AREA	156,831	

Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts
Residential, New Construction	37		\$ 11,308,980	ROLL OFF PERMITS	
Residential Duplex, New Construction	0		\$ -	COUNT - 10	
Residential, New Manufactured Home	1		\$ 100,000		
Residential, Storm Shelter	55		\$ 219,133	DEMO-RESIDENTIAL	
Residential, Addition/Alteration	11		\$ 811,500		
Residential, Carport	9		\$ 49,975	6124 84TH AVE. NE	
Residential, Storage Building	14		\$ 344,711	COUNT-1	
Residential, Repair	1		\$ 95,000	804 N. CRAWFORD AVE.	
Residential, Swimming Pool	11		\$ 872,061	COUNT-1	
Residential, Manufactured Home Repl	0		\$ -		
Residential, Solar	20		\$ 684,299		
Residential, Paving	8		\$ 120,500		
Multi-Family, New (3+ Family)	0		\$ -	TOTAL DEMO	
Multi-Family, Addition/Alteration (3+ Family)	1		\$ 300,000	NET UNITS	
Multi-Family, Foundation (3+ Family)	0		\$ -	-2	
Multi-Family, Fire Repair (3+ Family)	0		\$ -		
Group Quarters	0		\$ -		
TOTAL	168		\$ 14,906,159		





# NORMAN POLICE DEPARTMENT

## MONTHLY DEPARTMENT OVERVIEW



MARCH | 2023

### MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED CRIMES	2023	5-YEAR AVERAGE	2022
MURDER	0	0	0
SEXUAL ASSAULTS	10	18	12
ROBBERY	0	4	3
AGGRAVATED ASSAULTS	19	20	27
BURGLARY OF BUILDING	50	47	36
LARCENY/THEFT	198	225	231
MOTOR VEHICLE THEFT	34	35	42
ARSON	1	0	0
KIDNAPPING	3	2	2
FRAUD/FORGERY	71	74	80
DUI/APC	35	36	23
PUBLIC INTOXICATION	51	45	38
RUNAWAYS	28	23	16
DRUG VIOLATIONS	51	78	58
THREATS/HARASSMENT	33	33	41
VANDALISM	71	79	85
OTHER	844	931	927
<b>TOTAL REPORTED CRIME</b>	<b>1,205</b>	<b>1,324</b>	<b>1,309</b>
<b>TOTAL ARRESTS:</b>	<b>491</b>	<b>560</b>	<b>539</b>
PROTECTIVE CUSTODY:	90	96	86
<b>TOTAL CASE REPORTS*</b>	<b>984</b>	<b>1,065</b>	<b>1,064</b>
<b>COLLISIONS</b>	<b>260</b>	<b>220</b>	<b>239</b>
FATALITY	0	1	0
INJURY	73	38	39
NON- INJURY	187	182	200
NUMBER OF PEOPLE INJURED	106	73	65
<b>CITATIONS &amp; WARNINGS</b>	<b>2,609</b>	<b>4,161</b>	<b>2,069</b>
TRAFFIC CITATIONS	839	1,188	502
TRAFFIC WARNINGS	1,161	1,912	1,110
PARKING CITATIONS & WARNINGS	609	1,062	457



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## COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 6,946

NON-EMERGENCY CALLS TAKEN: 16,369

**TOTAL INCOMING CALLS: 25,837**

**TOTAL CALLS FOR SERVICE GENERATED: 11,256**

POLICE CALLS FOR SERVICE: 7,553

OFFICER INITIATED: 2,522

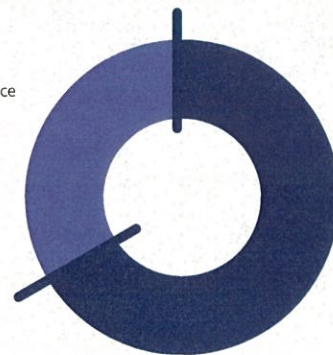
CITIZEN INITIATED: 5,031

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,561

EMSSTAT: 2,091

Officer Initiated Calls for Service  
2,522



Citizen Initiated Calls for Service  
5,031

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## INVESTIGATIONS ACTIVITY

CASES CURRENTLY OPEN (2020 TO PRESENT): 465

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 235

CASES CLOSED DURING REPORTING PERIOD: 596

CLEARED BY ARREST / WARRANT: 13

CLEARED BY EXCEPTION: 29

COP FOLLOW-UP: 3

DEACTIVATED: 497

REFERRED TO PATROL: 14

DEACTIVATED DUE TO STAFFING: 39

UNFOUNDED: 1

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## ANIMAL WELFARE

INTAKES: 263

LIVE RELEASES: 221

LIVE OUTCOME RATE: 95%

ANIMALS FOSTERED: 39

ANIMALS LICENSED: 39

VOLUNTEER HOURS: 315

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## RECORDS

CUSTOMER SERVICE CONTACTS: 2,012

IN-PERSON CONTACTS: 820

PHONE CONTACTS: 725

EMAIL CONTACTS: 467

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## DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED OFFICER POSITIONS (INCLUDING THE CHIEF AND DEPUTY CHIEF): 180

CURRENT COMMISSIONED OFFICERS: 160 (20 VACANCIES)

COMMISSIONED AVAILABLE FOR ASSIGNMENT: 148\* (12 IN ACADEMY/FIELD TRAINING)

AUTHORIZED NON-COMMISSIONED POSITIONS: 74 (AW, DISPATCH, PARKING, RECORDS, TECHNICIANS)

CURRENT NON-COMMISSIONED: 69\*

\*CURRENT STRENGTH INCLUDES THOSE IN TRAINING, ON SPECIAL ASSIGNMENTS, AND ON LEAVE

**ANIMAL CONTROL      11A**

# Norman Animal Welfare Monthly Statistical Report

## March 2023



### IN SHELTER ANIMAL COUNTS

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	71	22	93	72	27	99	6	6%
Ending	73	49	122	79	51	130	8	7%

### ANIMAL INTAKES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	143	56	199	128	78	206	7	4%
Owner Relinquish	16	44	60	12	26	38	(22)	-37%
Owner Intended Euth	0	0	0	1	0	1	1	#DIV/0!
Transfer In	0	0	0	0	0	0	0	#DIV/0!
Other Intakes*	2	0	2	8	2	10	8	400%
Returned Animal	6	2	8	3	5	8	0	0%
<b>TOTAL LIVE INTAKES</b>	<b>167</b>	<b>102</b>	<b>269</b>	<b>152</b>	<b>111</b>	<b>263</b>	<b>(6)</b>	<b>-2%</b>

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

### OTHER STATISTICS

	2022		2023		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	3	3	3	3	0	0%
Dog Collected (DOA)	1	1	6	6	5	500%
Cat Collected (DOA)	0	0	1	1	1	#DIV/0!
Wildlife Transferred	0	0	0	0	0	#DIV/0!
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	2	2	2	2	0	0%
Intake Pigs	0	0	0	0	0	#DIV/0!
Intake Other	2	2	0	0	(2)	-100%
<b>TOTAL OTHER ITEMS</b>	<b>8</b>	<b>8</b>	<b>12</b>	<b>12</b>	<b>4</b>	<b>50%</b>

### LENGTH OF STAY (DAYS)

	2022	2022
Dog	20.5	19.6
Puppy	11.7	8.4
Cat	11.1	10.9
Kitten	1.5	2.6

### OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	102	8	0	110



# Norman Animal Welfare Monthly Statistical Report

## March 2023



### LIVE ANIMAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	81	47	128	62	62	124	(4)	-3%
Return To Owner	51	5	56	61	3	64	8	14%
Transferred Out	29	14	43	11	6	17	(26)	-60%
Returned to Field	0	5	5	0	16	16	11	220%
Other Outcome	0	0	0	0	0	0	0	#DIV/0!
<b>TOTAL LIVE OUTCOMES</b>	<b>161</b>	<b>71</b>	<b>232</b>	<b>134</b>	<b>87</b>	<b>221</b>	<b>(11)</b>	<b>-5%</b>

### OTHER ANIMAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	2	0	2	0	0	0	(2)	-100%
Lost in Care	0	0	0	0	0	0	0	#DIV/0!
Shelter Euth	2	4	6	10	0	10	4	67%
Owner Intended Euth	0	0	0	1	0	1	1	#DIV/0!
<b>TOTAL OTHER OUTCOMES</b>	<b>4</b>	<b>4</b>	<b>8</b>	<b>11</b>	<b>0</b>	<b>11</b>	<b>3</b>	<b>38%</b>

### TOTAL OUTCOMES

	2022			2023			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	161	71	232	134	87	221	(11)	-5%
Total Other Outcomes	4	4	8	11	0	11	3	38%
<b>TOTAL OUTCOMES</b>	<b>165</b>	<b>75</b>	<b>240</b>	<b>145</b>	<b>87</b>	<b>232</b>	<b>(8)</b>	<b>-3%</b>

### SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	0	0	2	18%
Medical - Injured	1	0	0	1	9%
Behavior - Aggressive	5	0	0	5	45%
Behavior - Other	3	0	0	3	27%
<b>TOTAL EUTHANASIA</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>11</b>	

### MONTHLY LIVE RELEASE RATE

2022	2023
96.7%	95.7%

Live Outcomes / (Total Outcomes - Owner Int Euth)



DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
CITY OF NORMAN, OKLAHOMA  
March 2023

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed two (2) Final Plats to the Development Committee; two (2) Rural Certificate of Survey, one (1) Short form Plat and one (1) Preliminary Plat for Planning Commission and one (1) Resolution for partial exemption to City Council. The Development Engineer reviewed 41 sets of construction plans and 6 punch lists. There were 209 permits reviewed and/or issued. Fees were collected in the amount of \$25,235.01.

**CAPITAL PROJECTS:**

**Alameda Street Widening Project:**

The City of Norman conducted a bid opening on December 16, 2021, for the Alameda Street Widening Project, located from Ridge Lake Boulevard to east of 48<sup>th</sup> Avenue East. The low bidder was Silver Star Construction, Inc. of Moore, Oklahoma in the amount of \$3,616,910.70. City Council approved the award of this project on January 25, 2022. This project had a delayed start date to allow the private utility companies enough time to relocate their utilities in conflict with this project. Silver Star started work on Monday, April 18, 2022. This project will be constructed in two separate phases. The Urban Project Phase is from Ridge Lake Boulevard to east of 36<sup>th</sup> Avenue East. The Rural Project Phase is from east of 36<sup>th</sup> Avenue East to east of 48<sup>th</sup> Avenue East. The City of Norman is administering the construction of this project.

The current project schedule is as follows:

- Phase 1 from Ridge Lake Boulevard to east of 36<sup>th</sup> Avenue SE is complete and open to traffic.
- Now through June 2023-Complete Phase 2 from 36<sup>th</sup> Avenue SE through the intersection at 48<sup>th</sup> Avenue SE

As of the last pay application on 3/31/2023, 81% of the total contract amount has been expended. Through March 28, 2023, 64% of the contract time has been used.

Proposed improvements for the Alameda Street Project include:

- Widening East Alameda Street from 2 lanes to 3 lanes between Ridge Lake Boulevard and 36<sup>th</sup> Avenue S.E.
- Add 10-foot shoulders to East Alameda Street between 36<sup>th</sup> Avenue S.E. and 48<sup>th</sup> Avenue S.E.
- Intersection improvements at East Alameda Street/36<sup>th</sup> Avenue S.E. and East Alameda Street/48<sup>th</sup> Avenue S.E.
- Continuous sidewalks on the south side of East Alameda Street to 36<sup>th</sup> Avenue S.E.
- Storm water improvements

The contractor's activities this month were as follows:

- Finished final grading behind the sidewalk on the south side of the Urban Project and installed the sod
- Installed the pavement markings on the Urban Project
- Finished grading the proposed subgrade on the western half mile of Alameda Street between 36<sup>th</sup> and 48<sup>th</sup> Avenue East
- Completed about 50% of the subgrade stabilization area on the western half mile of Alameda Street between 36<sup>th</sup> and 48<sup>th</sup> Avenue East

**North Base Complex Phase 2 – Vehicle Wash Facility:**

The City of Norman conducted a bid opening on October 27, 2022, for the North Base Complex Phase 2 – Vehicle Wash Facility Project. The low bidder for the base bid plus selected alternates was L5 Construction, LLC of Oklahoma City, Oklahoma with a construction cost of \$2,185,500.00. The Norman City Council awarded the project at the November 8, 2022 City Council Meeting. Construction began on January 3, 2022. This project has a 180-calendar day construction schedule. Staff estimates a July 2023 completion.

The project involves the following items:

- Construction of a new drive-through automatic vehicle wash, vacuums, and a paved pre-wash area designed to serve all City Vehicles from police vehicles to Transit Busses and Tractor Trailer trucks.

The contractor's activities this month were as follows:

- *Continue site underground utility installation*

*Monthly Progress Report  
Public Works (March 2023)*

- Completed foundation installation
- Site rough grading
- Coordination with trades for City purchased services

**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.

The contractor's activities this month were as follows:

- Mobilization
- Clearing and Grubbing South of Robinson Street
- Begin Grading South of Robinson Street
- Remove pavement between Johnson Street and Hayes Street

**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. This project has a 210-calendar day construction schedule, which will likely result in a fall 2023 completion. The 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

*Monthly Progress Report  
Public Works (March 2023)*

- *Pedestrian safety improvements*

*The contractor's activities this month were as follows:*

- *Pre-work conference*
- *Submitted Schedule (April 3 Start Date)*
- *Submitted Phase 1 Traffic Control Plan*
- *Materials submittals*

**Sidewalk Programs:**

**FYE 2023 Sidewalk Concrete Projects.** This project was awarded to EMC Services LLC and is scheduled 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 Trails. This contract will be on going thru June of 2023.

**24<sup>th</sup> Ave SW ADA and Sidewalk Improvement Project.** This project was awarded to Nash Construction and is under construction. This contract will be to remove and replace sidewalk and handicap ramps at various locations between Main Street and W. Lindsey Street. This contract is scheduled to be completed in July of 2023.

**Street Maintenance Bond Programs:**

**FYE 2022 Street Maintenance Bond – Urban Road Reconstruction – McCullough Street & Alley**

Bids were opened March 24, 2022. Six bids were received and Parathon Construction LLC was the low bidder. The contract was awarded in the amount of \$315,863.50 at the April 26, 2022 Council Meeting. Construction on this project was completed in February. Contract close out is in progress.

**FYE 2022 Street Maintenance Bond – Urban Concrete – McGee Drive Concrete Pavement Repair**

Bids were opened April 7, 2022. Eight bids were received and on May 24, 2022 the contract was awarded to Parathon Construction LLC in the amount of \$403,235. Work on the punch list items progressed through February. Punch list items were completed in March, contract close out is in progress.

**FYE 2023 Street Maintenance Bond – Urban Concrete 1**

Urban Concrete Bid 1 bids were opened on June 9, 2022. Seven bids were received and the contract was awarded on July 12, 2022 to Arroyo's Concrete LLC in the amount of \$1,124,371.50. The project consists of select panel replacement on existing concrete streets. The project has been completed and contract closeout is in progress. Work has been completed on Caddell, Brooks, Avondale, Lindale, and Oakwood, Brookhaven, Guilford, and Canterbury. Construction on the final segment, Brooks was completed in March. Contractor also completed work on the median islands at Flood and Robinson in late March, which were added with Change Order No. 1.

**FYE 2023 Street Maintenance Bond – Urban Concrete 2**

Urban Concrete Bid 2 bids were opened on June 23, 2022. Six bids were received and the contract was awarded on July 26, 2022 to Nash Construction Company in the amount of \$1,203,819.00. The project consists of select panel replacement on existing concrete streets. The project is substantially complete with any remaining items to be addressed by end of April 2023. Change Order No. 1 was processed to add concrete pop up repair at 11 locations.

Work has been completed on College, Brandywine, Louisiana, Mockingbird Lane, Mockingbird Court, Morren, Whispering Pines, Hollywood, Greenbriar, Cypress, Magnolia. Popups at Alameda and 12th Avenue NE, Lindsey east of Classen, and Lindsey, and Main Street are complete.

**FYE 2023 BRIDGE MAINTENANCE PROGRAM**

Bridge maintenance bids were opened on July 21, 2022. One bid was received and the contract was awarded on August 23, 2022 to Cimarron Construction Company in the amount of \$424,424.00. The project consists of routine bridge maintenance activities including, but not limited to, removing sedimentation, removing debris, repairing guardrails, and stabilizing channel banks with riprap. The project should be completed by February 28, 2023

Work has been completed on all bridge locations. Final acceptance was approved by City Council on Tuesday, April 11, 2023.

## **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<sup>nd</sup>, 2021. On December 13, 2022 Council approved a resolution to alter transit bus service as recommended in the Plan. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:

#### **Transit Center Remodel**

- On February 14, 2023, Council approved contract K-2223-72 with Stronghold Construction to complete the renovation of the 320 E. Comanche St. property into a City Transit Center. A pre-construction meeting was conducted on February 21, 2023 to organize the start of the project, and a Notice to Proceed was issued on February 28, 2023. Construction commenced on March 1, 2023. It is estimated that the project will be completed in August 2023 pending asbestos delays.
- Work on the project during the month of March 2023 includes:
  - Initial demolition
  - Discovery of suspected asbestos containing materials from interior demolition
  - Air quality testing in response to asbestos (levels determined safe as of time of testing)
  - Testing and evaluation of sampled suspect materials (asbestos confirmed in 6 of approximately 33 samples representing janitorial closet floor tiles and joint compound of wallboard)
  - Interior demolition has been paused, however exterior work continues
  - City staff are finalizing plans and budgets to address remediation services and minimize project delays
  - Continued exterior demolition
  - Exterior tunnel access capping
  - Structural steel pier boring
  - Concrete – structural steel piers

#### **Vehicle Procurement**

The City is currently in the process of purchasing 2 battery electric buses, the first of which, unit 5-2219, went into service on February 15, 2023. Public Works staff is working with the manufacturer, Gillig, to complete punch list items and programming issues before officially accepting the second bus, unit 5-2214, and putting it into service. These are the first new fixed-route buses purchased for the Transit Fleet since taking operation of this service over from the University of Oklahoma in 2019. These units are replacing two 2003 conventional diesel buses that were taken out of service in recent months due to ongoing maintenance and reliability issues.

The City is currently in the process of purchasing 5 paratransit vans and due to supply chain delays staff currently anticipates receiving these vehicles in July 2023. 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 transferring an additional \$149,454 (for a total cost of \$584,655) to cover the cost increase. FTA grant OK-2020-026 will be amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304.)

The City is currently in the process of purchasing 5 CNG 35' fixed route buses and staff anticipates receiving these vehicles in summer 2023. Staff visited the factory December 5-9, 2022, to perform the pre-production meeting. Below is background information on this purchase:

- Utilizing transit 5339 funds allocated from FY21 (grant number OK-2020-026), 1 35' CNG bus will be purchased. These were funds allocated to the Norman urbanized area by formula. In addition, on June 14, 2022 the City Council approved a contract with the Oklahoma Department of Transportation (ODOT) accept Surface Transportation Block Grant – Urbanized Area (STBG-UZA) funding for the purchase of 2 35' low-floor CNG transit buses. An Authorization to Purchase for these 3 buses was approved by Council on August 23, 2022. A purchase order was issued on September 14, 2022 to the manufacturer.
- Utilizing funds received from the FY22 FTA Low- or No-Emissions Vehicle Program, staff proposed to purchase 2 additional CNG 35' fixed route buses. Council approved a resolution accepting the grant and an authorization to purchase the buses on September 27, 2022. The purchase order for 2 buses was issued September 29, 2022.

#### **Microtransit Study with HNTB**

- Following prior feedback from Councilmembers, a second workshop was conducted on January 3, 2023, regarding possible alternatives for a microtransit pilot program. After reviewing multiple pilot program alternatives and comparing outcomes against the previously expressed concerns of Council, a recommendation was made for a pilot program consisting of:
  - Turnkey microtransit service which would be offered Monday-Saturday 6pm-12am (or 7pm-1am) as well as on Sunday from 10am-6pm. The recommendation suggests this service be offered in a defined zone, limited in size, which could be proposed by vendors responding to a Request for Proposals (RFP).
  - Invest in more robust software in partnership with EMBARK to improve existing paratransit service.
- HNTB City staff continued work with HNTB to develop an implementation plan for the recommended pilot program alternative, as well as developing RFP language. The RFP was posted March 17, 2023.

#### **Transit Professionals Appreciation Day – March 18, 2023**

- Mayor Larry Heikkila passed and approved proclamation P-2223-12 on March 14, 2023 proclaiming March 18, 2023 as Public Transit Professional Appreciation Day in the City of Norman. This follows a national trend of recognizing the work of transit professionals and the positive impact transit service provides for the community.
- As part of the proclamation, Transit and Parking Program Manager Taylor Johnson recognized staff from operations, maintenance, and administration.
- An appreciation lunch was hosted for staff at the Transit Maintenance Facility on March 15, 2023.

#### **Transit Monthly Performance Report**

Attached is the transit performance report for February 2022.

### **STREETS DIVISION**

#### **CAPITAL PROJECTS:**

##### **DAKOTA STREET 1700 BLOCK: DAKOTA STREET TO SHERRY AVENUE**

Streets crews replaced damaged concrete panels on Dakota Street 1700 Block: Dakota Street to Sherry Avenue. This repair required 94.50 cubic yards of concrete and resulted in over 290 square yards repaired.

##### **60TH AVENUE SE: LINDSEY STREET TO HIGHWAY 9**

Streets crews worked arm overlay at 60th Avenue SE: Lindsey Street to Highway 9 and required 1394.49 tons of asphalt for the repair.

##### **TECUMSEH ROAD: 156TH AVENUE NE TO 180TH AVENUE NE**

*Monthly Progress Report*  
*Public Works (March 2023)*

Streets crews worked an overlay at Tecumseh Road: 156th Avenue NE to 180th Avenue NE and required 61.71 tons of asphalt for the repair.

**CONCRETE OPERATIONS:**

**4001 TETON LANE**

Streets crews replaced damaged concrete panels on 4001 Teton Lane. This repair required 12.50 cubic yards of concrete and resulted in over 50 square yards repaired.

**4504 BLACKHORSE DRIVE**

Streets crews replaced damaged concrete panels on 4504 Blackhorse Drive. This repair required 6.50 cubic yards of concrete and resulted in over 22 square yards repaired.

**ROADSIDE OPERATIONS:**

**ROUTINE POTHOLE PATCHING OPERATIONS**

This month approximately 2.56 tons of asphalt was utilized in routine pothole patching operations.

**STORMWATER DIVISION**

**CAPITAL PROJECTS:**

**STORMWATER INLET REHABILITATION**

Inlet Rehabilitation bids were opened on July 7, 2022. Two bids were received and the contract was awarded on August 9, 2022 to SAC Services Inc, in the amount of \$207,936.25. The project consists of removing brick and mortar inlets and replacing them with concrete inlets as well as replacing a 24" reinforced concrete line. The project should be completed by January 31, 2023.

Work has been completed on all locations. Final acceptance will go before City Council on Tuesday, April 25, 2023.

**WORK ORDER RESPONSE**

Stormwater Division received 24 work order requests and closed 22 work orders.

**INFRASTRUCTURE MAINTENANCE**

The Infrastructure Maintenance crew replaced a broken apron at 2033 E Robinson Street. The Maintenance crew finished the inlet box replacement project at the northeast corner and southwest corner of Stewart and Gray Street. The Infrastructure Maintenance cleaned out a drainage ditch at Boyd and Front Street, removing 4 tons of debris and a flume at Cynthia Circle, removing 2 tons of debris. The crew started the second phase of pipe installation at Summit Crossing. The Infrastructure Maintenance crew checked 770 inlets and cleaned 257 inlets totaling 1.25 tons of debris removed in Ward 4 and 2.

**CHANNEL MAINTENANCE**

The Channel Maintenance finished helping with a drainage project in Creekside Bike Park for Parks Department. The crew cleaned channels and flumes at Bishop, Jona Kay, and 26th Street removing 10 tons of debris. They were able to remove a fallen tree over Merkel Creek at 719 Terrace Place. The Channel Maintenance Crew finished assisting Stormwater Quality with installation of their floating wet lands at Griffin Park. The crew started debris clean up at Eagle Cliff drainage due to the tornado. The Channel Maintenance pressure washed locations for Artful Inlets at Colonial Estates Park. The crew checked 410 inlets and cleaned 63 inlets totaling 1 tons of debris removed in Ward 3.

**URBAN STREET SWEEPING/CAMERA VAN OPERATIONS**

A total of 299 lane miles were swept in March resulting in the removal of approximately 128.95 tons of debris from various curb-lined streets throughout the city. They were down two sweepers for the



*Monthly Progress Report  
Public Works (March 2023)*

month for repairs. The camera crew was able to video 200 linear feet of stormwater pipe at River View Drive. The sweeping crew also cleaned a flume at Hartford Drive, removing 6 tons of debris. The crew checked 1056 inlets and cleaned 498 inlets totaling 4 tons of debris removed in Ward 4 and 2.

**STORMWATER OKIE LOCATES**

During the month of March, 3396 Call 811 Okie Spots were received. Of those requests, 176 were stormwater pipe locates, 129 were marked, and 563 were referred to other departments.

**CONSTRUCTION SITE STORMWATER MANAGEMENT**

Performed 146 inspections of 103 active sites.

Issued 5 Notices of Violation to permitted sites, 4 Cease and Desist Orders, and 2 Stop Work Orders

Issued 4 Earth Change Permits to new projects

Inspected 14 detention/retention ponds.

**MS4 OPERATIONS**

Received and responded to 54 citizen calls

On March 2, Mss. Chao and Wright attended the Oklahoma Water Survey's Erosion and Sediment Control Certified Inspector training course.

On March 8, Ms. Chao and Mr. Murphy attended the quarterly Central Oklahoma Stormwater Alliance meeting.

On March 15, Mr. Murphy, Mss. Chao, Boteler, and Wright facilitated a wetland planting workshop in coordination with Norman Environmental Services and Parks and Recreation. Approximately 20 students learned about water quality, how wetlands can impact the ecosystem, planted *Juncus effusus* in our floating wetlands and installed them in Griffin Park.

On March 22, Ms. Wright attended the monthly ECAB meeting where winners of the "Water's Worth It" poster contest were selected.

On March 25, Ms. Chao and Wright facilitated a watershed clean-up event at the Household Hazardous Waste Facility where 580 lb. of waste was removed from the watershed.

On March 27, Ms. Chao attended the monthly Lake Thunderbird Watershed Alliance meeting.

On March 31 and April 1, Mss. Chao, Boteler, and Wright facilitated the annual rain barrel distribution event where 84 rain barrels, cisterns, and composters were distributed to Norman residents.

**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.

**March 2023**  
**DEVELOPMENT COORDINATION, ENGINEERING**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FYE 2023 Associated Fees

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

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

**City Council Review:**

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

\$ 530.00

**Development Committee:**

Final Plats..... 2  
 Fee-In-Lieu of Detention..... 0

\$0.00

**Subtotal:**

\$530.00

\$0.00

\$32,269.50

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

\*\*Single Family..... 52  
 \*\*\*Commercial..... 6  
 Multi-Family..... 0  
 Addition/Alteration..... 20  
 House Moving..... 2  
 Paving Only..... 8  
 Storage Building..... 14  
 Swimming Pool..... 11  
 Storm Shelters..... 69  
 Public Improvements..... 3  
 Temporary Encroachments..... 2  
 Fire Line Pits/Misc..... 1  
 Franchise Utilities ..... 17

Other revenue .....  
 Flood Plain (@\$100.00 each)..... 1

**Total Permits.....**

**Grand Total.....**

\$0.00	\$0.00	
\$100.00	\$100.00	\$700.00
\$24,605.01	\$8,669.93	\$93,929.42
\$25,235.01	\$11,369.93	\$129,498.92
41	31	261
6	6	47

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

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

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

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

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

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

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

**March 2023**

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

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

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	52	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	6	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	41	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%

# SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

STREET DIVISION					
	FYE 2023 March 2023	FYE 2023 March 2023	Year to Date	Year to Date	FYE 2023
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)	2.56		52.43		
Overlay/pave 10 miles per year.	1.00	10%	7.80	78%	100%
Replace 2,000 square yards of concrete pavement panels	290.00	15%	2,903.34	145%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	39.00	9%	205.25	49%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	15,289,714.00	121%	100%
Mow 148 miles of Rural Right-of-way three times per year	-	0%	963.00	217%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year		0%	-	0%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

STORMWATER DIVISION					
	FYE 2023 MARCH, 2023	FYE 2023 MARCH, 2023	Year to Date	Year to Date	FYE 2023
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)	299.00	60%	3,179.00	53%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	2,236.00	22%	11,089.00	111%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	2,726,759.00	20%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Collect 60 tons annually of litter from rights of way in the urban & rural areas.	-	95%	42.53		95%
Permit all earth disturbing operations over 1 acre in size.	4.00	100%	25.00		95%
Permit all floodplain activities as appropriate.	1.00	1%	12.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines.	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	146.00	142%	1,274.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	6.00	0%	7.00		50%
Inspect stormwater outfalls.	-	0%	47.00		20%

**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT**

March 2023

IN GALLONS	FYE 2023	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	20,706.00	19,582.00	24,147.17
Outside - sublet	1,153.00	563.00	5,073.47
<b>TOTAL</b>	<b>21,859.00</b>	<b>20,145.00</b>	<b>29,220.64</b>
<b>TOTAL</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u> <u>PUBLIC CNG CONSUMED</u>
Consumption	21,465.83	21,851.76	28,549.98 5,073.47

FYE 2023 TO DATE CONSUMPTION				
<b>TOTAL</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	183,956.70	190,052.84	273,670.21	49,291.71

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.73	Low	\$2.53	UNLEADED	High	\$2.73	Low	\$2.65
DIESEL	High	\$2.93	Low	\$2.68	DIESEL	High	\$2.98	Low	\$2.82
CNG	High	\$1.28	Low	\$1.28	CNG	High	\$2.10	Low	\$2.10

FASTER CONSUMABLE PARTS PURCHASED			PUBLIC CNG SALES	
REPAIR PARTS	\$80,474.36		Month Total Public CNG Sales	\$10,701
BATTERIES	\$2,723.61		FYE 2023 To Date Public Sales	\$99,631
OILS/FLUIDS	\$10,296.06		<b>LIFE TO DATE CNG GAS GALLON EQUIVALENT</b>	
TIRES	\$27,216.38		Total Sold Gallons Life To Date	1,070,862
SUBLET REPAIRS	<b>\$30,477.27</b>		Total Gross Sales Life To Date	\$1,572,223
<b>TOTAL SPENT ALL parts/sublet</b>	<b>\$151,187.68</b>		Life To Date CNG Gas Gallon Equivalent	
			Total Public/City Through-Put CNG Gallons @ Statio	3,152,553

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	31
EMERGENCY ROAD CALLS	4	5	5	65
PM SERVICES	91	105	93	1,038
INCLEMENT WEATHER	0	0	0	2
WORK ORDERS	274	265	261	2,705
SCHEDULED REPAIRS	143	151	137	1,178
NON SCHEDULED REPAIRS	76	61	91	984

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	4	4	19
EMERGENCY ROAD CALLS	23	18	20	174
PM SERVICES	37	57	49	355
INCLEMENT WEATHER	0	2	2	2
WORK ORDERS	182	195	202	1,462
SCHEDULED REPAIRS	44	74	58	388
NON SCHEDULED REPAIRS	102	96	112	881

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	6
EMERGENCY ROAD CALLS	0	1	1	4
PM SERVICES	14	14	5	106
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	109	66	85	681
SCHEDULED REPAIRS	24	17	11	119
NON SCHEDULED REPAIRS	82	47	70	522

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	23	20	16	104
EMERGENCY ROAD CALLS	2	4	0	10
PM SERVICES	9	7	1	64
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	48	47	32	293
SCHEDULED REPAIRS	16	17	8	129
NON SCHEDULED REPAIRS	2	8	7	68

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	23	24	20	144
EMERGENCY ROAD CALLS	29	28	27	247
PM SERVICES	151	187	148	1458
INCLEMENT WEATHER	0	2	0	4
WORK ORDERS	613	586	589	4841
SCHEDULED REPAIRS	227	263	214	1751
NON SCHEDULED REPAIRS	262	217	284	2323



**FLEET DIVISION  
INVENTORY  
March 2023**

**FUEL**

WESTWOOD GOLF	762.5	gallons	DIESEL	@	2.870	\$	2,188.38
WESTWOOD GOLF	786.6	gallons	UNLEADED	@	2.690	\$	2,115.95
NORTH BASE	4,806.9	gallons	UNLEADED	@	2.640	\$	12,690.27
NORTH BASE	1,236.9	gallons	DIESEL	@	2.810	\$	3,475.82
FIRE STATION #5	434.0	gallons	UNLEADED	@	2.690	\$	1,167.54
FIRE STATION #5	27.7	gallons	DIESEL	@	2.870	\$	79.50
FIRE STATION #6	29.8	gallons	UNLEADED	@	2.690	\$	80.16
FIRE STATION #6	321.0	gallons	DIESEL	@	2.870	\$	921.27
BULK TANKS	1,200.0	gallons	DIESEL	@	2.870	\$	3,444.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	6,057.4	\$ 16,053.93
DIESEL	3,548.1	\$ 10,108.97

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**PUBLIC WORKS FLEET DIVISION  
PM COMPLIANCE REPORT**

**March FYE 2023**

**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%	0%	
MUNICIPAL COURT							
MUNICIPAL COURT					0%	0%	
INFORMATION TECHNOLOGY							
INFORMATION TECHNOLOGY					0%	0%	
HUMAN RESOURCES							
HUMAN RESOURCES					0%	0%	
PLANNING							
PLANNING	2	2			0%	0%	
BUILDING INSPECTIONS					0%	0%	
CODE COMPLIANCE	3	3			0%	33%	
PUBLIC WORKS							
ENGINEERING					0%	100%	
STREETS	6	6			0%	8%	
STORMWATER	6	5	1		0%	18%	
TRAFFIC	3	3			0%	20%	
STORMWATER QUALITY					0%	0%	
FLEET	11	12			0%	0%	
TRANSIT					0%	0%	
POLICE							
ANIMAL CONTROL	5	2	1	1	20%	56%	
POLICE ADMINISTRATION					0%	33%	
POLICE STAFF SERVICES	2	1		1	50%	25%	
POLICE CRIMINAL INVESTIGATIONS		1			0%	36%	
POLICE PATROL	17	13	5	2	12%	34%	
POLICE SPECIAL INVESTIGATIONS	4	1	2	2	50%	71%	
POLICE EMERGENCY COMMUNICATIONS					0%	0%	
FIRE							
FIRE ADMINISTRATION					0%	0%	
FIRE TRAINING	1	1			0%	0%	
FIRE PREVENTION	2	2			0%	0%	
FIRE SUPPRESSION	1	1			0%	25%	
FIRE DISASTER PREPAREDNESS	2	2	1		0%	50%	
PARKS & RECREATION							
PARK MAINTENANCE	13	14			0%	21%	
PARKS & RECREATION					0%	0%	
CUSTODIAL					0%	0%	
FACILITY MAINTENANCE					0%	0%	
PARKS FORESTRY					0%	0%	
PUBLIC SAFETY SALES TAX (PSST)							
PSST POLICE PATROL	11	10		2	18%	30%	
PSST POLICE CRIMINAL INVESTIGATIONS	1	1			0%	0%	
PSST FIRE SUPPRESSION					0%	0%	
CDBG							
PLANNING CDBG					0%	0%	
UTILITIES WATER							
UTILITIES ADMINISTRATION					0%	0%	
WATER TREATMENT PLANT	1	1			0%	0%	
WATER PLANT					0%	100%	
WATER PLANT WELLS					0%	0%	
WATER PLANT LAB					0%	0%	
LINE MAINTENANCE ADMIN					0%	0%	
WATER LINE MAINTENANCE	5	5			0%	0%	
UTILITIES INSPECTOR					0%	0%	
METER SERVICES					0%	0%	
UTILITIES WRF							
WRF ADMIN					0%	100%	
WRF INDUSTRIAL					0%	0%	
WRF BIOSOLIDS	1	1			0%	0%	
WRF OPERATIONS					0%	0%	
SEWER LINE MAINTENANCE	7	7			0%	0%	
UTILITIES SANITATION							
SANITATION ADMINISTRATION					0%	0%	
SANITATION RESIDENTIAL	12	9	1	2	17%	52%	
SANITATION COMMERCIAL	5	5			0%	56%	
SANITATION TRANSFER	4	2	1	2	50%	50%	
SANITATION COMPOST	1	1			0%	0%	
SANITATION RECYCLE	1	1			0%	100%	
SANITATION YARD WASTE	1	1			0%	0%	
CITYWIDE TOTAL	128	113	12	12	9%	25%	

**PUBLIC WORKS  
FLEET DIVISION**  
Technician Productivity  
Report

FYE 2023

March 2023

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	134.68	72%	82.9%	10.9%	
# 002	163.12	72%	100.4%	28.4%	
# 003	105.81	72%	65.1%	-6.9%	
# 004	102.51	72%	63.1%	-8.9%	
# 006	128.38	72%	79.0%	7.0%	
# 007	128.55	72%	79.1%	7.1%	
# 008	86.37	72%	53.2%	-18.8%	
# 009	98.63	72%	60.7%	-11.3%	
# 010	107.47	72%	66.1%	-5.9%	
# 011	122.60	72%	75.4%	3.4%	
# 012	133.02	72%	81.9%	9.9%	
# 013	136.89	72%	84.2%	12.2%	
# 018	82.38	72%	50.7%	-21.3%	
# 021	108.64	72%	66.9%	-5.1%	
# 031	94.88	72%	58.4%	-13.6%	
# 037	122.33	72%	75.3%	3.3%	
# 038	151.24	72%	93.1%	21.1%	
# 040	134.07	72%	82.5%	10.5%	
# 042	110.74	72%	68.1%	-3.9%	

DIRECT LABOR HOURS	2252.31
TOTAL AVAILABLE HOURS	2925.00
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	77.0%



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

<b>MARCH 2023</b>	<b>PROJECTED GOAL</b>	<b>THIS MONTH</b>			<b>YEAR TO DATE</b>		
	<b>Percentage</b>	<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number of Requests</b>	<b>Goal Met</b>	<b>Percentage Met</b>
Provide initial response to citizen inquiries within 2 days	100%	104	104	100%	965	965	100%
Provide information requested by citizens within 7 days	95%	97	97	100%	938	938	100%
Complete traffic engineering studies within 45 days.	99%	6	6	100%	24	21	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	25	25	100%	211	211	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		0	0	0.00	1268	400	0.32
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations		Crew Work Days	Total Installations	Average
		0	0	0.00	19.44	149	7.66
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
		15	15	100%	134	134	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
		24	24	100%	204	204	100%
Response to reports of sign damage:	Percentage						
<b>High Priority</b> Stop or Yield Signs within one hour	99%	2	2	100%	54	54	100%
<b>Lower Priority</b> all other signs within one day	90%	32	32	100%	305	305	100%
<b>Street Name Signs</b> within two weeks	90%	6	6	100%	257	257	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
		3496	184	0.05	27784	1265.5	0.05

## **UTILITIES**

**13**

## Monthly Report

March 2023

### LINE MAINTENANCE:

#### Waterline Capital Projects

- Beaumont Drive – 60%
- 1357 12<sup>th</sup> NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%

Staff has completed the Crest Court project. Staff has completed the 12<sup>th</sup> AVE NE project. Beaumont is underway and is anticipated to be complete in 30 days. Barb project is scheduled to start after Beaumont.

#### Water Line Breaks Total – 24 in March

- Water Lines Hit by Contractors – 5 - 3/4", 2 - 1", 1 - 2" and 1 – 12"

#### Sewer Line Data

- Total obstruction service requests - 18
  - Private Plumbing: 13
  - City Infrastructure: 5
  - Sanitary Sewer Overflows: 1 on private side, 3 on city side

#### Lift Station D Flows:

- Days - 31
- Average daily flow: 1.466 MGD
- Total Monthly flow: 45.446 MG

### UTILITIES ENGINEERING:

Line Maintenance Building: Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. 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. Contractors have completed sanitary sewer, waterline work, drain lines from the tower, and additional stormwater culvert. Additional funds will be transferred from Police to pay for their half of the culvert. The Admin and Outdoor storage building slabs were poured this month. There were some issues with the retarder used on the slab for the outdoor storage building and contractors, engineers, and staff are talking about how best to proceed. The steel for the Admin building started going up on 3/30. The water line building slab was poured on 4/5 and the sewer line building slab is set to be poured on 4/14. Alternate asphalt pricing was received on 3/29 and staff is discussing if we have the funds to add any of this to the project. Utilities staff met with Crossland, Wallace Design, and Stormwater staff to discuss requirements for the pond that has been filling up quickly with the recent rain, which still does not have an outlet structure. Crossland will drain part of the pond in order to install

the pipe and overflow concrete in April, in addition to sodding around the berm for proper erosion control. This project is still on track to be completed by November 2023.

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. Staff will bring Council a proposed amendment for approval to complete the entire City.

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

The WTP array was energized on August 2, 2022, and all work is complete except for punchlist items. For the WRF, all arrays are energized. Systems are operating and being monitored. Only minor site restoration and testing are required to complete the project but are being impacted by weather conditions.

## **WASTEWATER PROJECTS:**

Sanitary Sewer Stream Crossing Replacement (WW0178) During January 2023, Utilities Department discovered that a 24" sanitary sewer aerial stream crossing in "Oliver's Woods" on the south side of Highway 9 was damaged and in danger of imminent collapse. NUA prepared Bidding Documents to replace the aerial crossing and project was Advertised on February 9, 2023. Bids were opened on March 9, 2023. Krapff-Reynolds Construction Company was the low bidder with a bid in the amount of \$593,630.00, and a contract in this amount was awarded on March 28, 2023. Notice to Proceed with Construction should be issued in April 2023 and the project is anticipated to be completed by or shortly after June 30, 2023.

1.	Discovery of Damaged Aerial Stream Crossing:	December 2022
2.	Bidding Documents Prepared by NUA:	January 2023
3.	Project Advertised:	February 9, 2023
4.	Bid Opening:	March 9, 2023
5.	Contract Award:	March 28, 2023
6.	Construction Complete:	June 30, 2023

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. NUA and ODEQ are both currently reviewing. The report is lengthy, and it is expected to require several months and multiple iterations before the report is considered final and ready for formal submission to ODEQ. This will likely occur in late Spring 2023 with approval by ODEQ likely to require several additional months after that.

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 applied for and received by City of Norman.

In early October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of 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 and 2023 for research and investigations and can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. A kick-off meeting for the Green Infrastructure grant convened in early November 2021 and work (research and data gathering) is ongoing. Initial conclusions and recommendations are expected to be reached in the first half of 2023.

In April 2022, NUA learned that a third grant associated with possible IPR from BOR 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, weather and seasonal weather 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 kick-off meeting for this project should convene in April 2023 and project should require approximately one year to complete.

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 have been 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 Garver is in regular contact to ODEQ to expedite that review and approval. Garver intends to submit 100% bidding documents in April 2023, and, as a result, Advertisement is projected to occur in May 2023 with bid opening and Contract Award in June 2023. The critical path for the project will run through the delivery of the new centrifuges. Assuming they can be delivered in a reasonable time frame without excessive supply-chain-related delays, project should be complete by March 31, 2024.

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 decided 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 2024/25. For this reason, bidding documents will be finalized in time to advertise in May 2024. Bids would then be opened in June 2024, and Contracts Awarded at the first Council Meeting in July 2024. Construction would then take one calendar year to June 2025.

Engineer: Greely and Hansen LLC (Ana Stagg)

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. Additional survey work has been completed and the revised alignment does not appear to have any conflicts or issues that would prohibit its construction. Staff is currently reviewing revised 100 percent plans and submitted DEQ permit in February 2023. ODOT permit application submitted in March 2023. Plans will be advertised for bid in March 2023.

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.

Engineer: Staff with assistance from Lemke Surveying

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

Engineer: Staff with assistance from local surveyor

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this

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

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

## **WATER PROJECTS:**

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36<sup>th</sup> Avenue NE and Robinson Street intersection where it will combine with the line coming from well 5. An existing 12-inch waterline will then be converted to a non-potable line as it moves west on Robinson Street before it combines with well 6 and the distribution system at the WTP. In addition, two bores consisting of approximately 260 linear feet of 8-inch and 6-inch waterline under Robinson Street will be required to connect the neighborhoods on the north side of Robinson Street with the existing high pressure line on the south side of Robinson Street. An existing 10-inch waterline and old 24-inch concrete line at the WTP will be abandoned as part of this project. As part of a previous project, Freese and Nichols, Inc. recently designed the project to extend water transmission lines from the WTP to 24<sup>th</sup> Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021. An Invitation to Bid was Published in the Norman Transcript on November 3, 2022 with a Pre-Bid Meeting held on November 18, 2022. A Bid Opening was held on December 1, 2022. Three contractors submitted bids ranging from \$584,950.00-\$748,235.00. The low bidder was Cimarron Construction Co. at \$584,950.00, which is over the Engineer's Estimate of \$548,939.00. The contract with Cimarron Construction Co. was approved by Council on January 10, 2023. A pre-Construction meeting was held on January 24, 2023. All of the pipes crossing Robinson St and 36<sup>th</sup> Ave NE have been laid, in addition to the pipe running along 36<sup>th</sup> Ave NE under the creek, which was installed via Horizontal Directional Bore. The lines at Gray Fox Dr have been tested and put into service and testing is ongoing for the others. Staff met with the contractor on 4/11 to discuss options going forward for properly abandoning the 24-inch and 30-inch lines north of the vault on the west side of the plant.

Engineer: Freese and Nichols, Inc. (Clay Herndon)

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.

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Total bids for construction ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021. Construction began November 3, 2021 and will continue for 330 calendar days. The James Garner waterline between Acres and Robinson was added onto the contract for this project in February, with an additional 75 days added onto the project and a revised contract amount of \$3,325,518.50. The Contractor recently finished up all punch list items and is working on getting a final pay claim together along with a final change order.

Engineer: CP&Y, Inc. (John Levitt/John Gjendem/Richard Taylor)

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL<sub>2</sub>) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. A meeting with Planning was held on 3/22 to discuss any preliminary requirements for this location. Staff will have internal meeting to discuss any changes to the current layout for the facility and will bring these notes and any requirements from Planning to the Engineers next month to incorporate into their Engineering Report.

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 will be determined in March, which will determine when the waterline project needs to begin. The waterline will need to be completed before the roadway work begins. 65% plans were recently received. Staff is in the process of reviewing and providing comments.

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 Cabiness 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.

Engineer: Garver Engineering (Bret Cabiness/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 repainting 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.

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.

Engineer: SRB (Marc Long)

Water Line Replacement, Parsons Addition (WA0246): A 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, and 2022, Phase II was delayed until Spring of 2021, 2022, and 2023, respectively, for budgetary reasons. Although Project was not expected to be deferred again in 2023, Garver was unable to issue Bidding Documents in time advertise, open bids, Award Contract and issue Notice to Proceed immediately upon the end of OU's spring 2023 semester on May 15, 2023. Because this project must proceed on a tight schedule in order to be complete before the start of the fall semester at OU in August 2023, the inability to commence work on May 15 would make it impossible to complete in the allotted time frame. As a result, project has been deferred again to Spring 2024 with construction proceeding until August 2024.

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

Robinson Water Line: 24<sup>th</sup> Ave NE to 12<sup>th</sup> Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24<sup>th</sup> Ave NE to 12<sup>th</sup> Ave NE. The contract was approved by NUA on November 26, 2019, and project kickoff meeting was held January 14<sup>th</sup>, 2020. On May 6, 2020, a preliminary plan review meeting convened with NUA and Jacobs staff in attendance, and updated preliminary plans were approved in August 2020. In February 2021, 65% plans and specifications were submitted, and, after review by NUA and additional investigations by Jacobs, the 65% plans were approved in late 2021 with a revised alignment that included 900 LF of pipeline being installed in the southernmost traffic lane of E. Robinson Avenue.

During April 2022, the decision was made to defer construction on this project until Fiscal Year 2023/24. From that point, final design work and easement acquisition was scheduled at a pace intending to sync 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 the portion 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 are apparently existing easements owned by Oklahoma Gas & Electric (OG&E) on both properties covering a portion of the area that Jacobs intended to use for their current alignment for this project. Realigning line further south to completely avoid the easements would also likely require additional survey work, and, thus, added cost. Realigning to the north into Robinson for the entire project would likely have added \$1,000,000.00+ in additional restoration and traffic control costs to the project, while realigning further south to completely avoid the OG&E easements would place the new alignment outside the original project survey and thus would require additional survey work for which Jacobs would require a Contract Amendment to cover additional costs. For these reasons as well as the facts that there were no apparent buried facilities in the extended OG&E easement and since overhead facilities appeared to be sufficiently-separated from the current alignment to not be an issue, NUA entered into discussions with OG&E to determine if encroachment on their existing easement would be acceptable. 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.

Assuming project is not deferred again for budgetary reasons, 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 until Summer 2023 with project advertising for bidders immediately thereafter. Construction would then commence in September 2023. Project completion is then projected for September 2024.

Engineer: Jacobs Engineering (Arun Srinivasan)

Lindsey Water Tower Rehabilitation and Non-Potable Water Expansion Study - Lindsey Tower was decommissioned several years ago because it is not high enough to act as viable potable water system storage at current system operating pressures. Recently the coatings on the tower have begun 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 will 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 proposed scope and fee to analyze the possibility of extending a non-potable reuse 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 the new non-potable 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. Draft results are expected in April 2023. A final report and permitting meeting with ODEQ would then occur in May 2023.

Assuming the Plummer study affirms repurposing Lindsey Tower as dedicated non-potable storage, a Contract for Dunham to prepare bidding documents for, and to inspect construction of, rehabilitation work on Lindsey Tower would be submitted to Council in May 2023, and, upon approval, Bidding Documents would then be completed and project advertised, bids opened and contracts awarded in July 2023, which would allow for rehabilitation work, including possible abatement work if Dunham determines that existing coatings on tank contain lead-based paint, to be completed during Summer 2023 after the end of the Spring 2023 semester and before the start of the Fall 2023 semester at University of Oklahoma (tower is adjacent to campus).

If Plummer's report does not recommend repurposing Lindsey Tank for non-potable storage, tank may be further evaluated to determine if it can be recommissioned and viably used for potable water storage. Depending on the outcome of this final evaluation, there is a range of possibilities for the future of Lindsey Tank. If no viable use can be found for Lindsey Tower at that point, it may be recommended for demolition. If it is determined that construction of additional infrastructure (for example a booster pump station) could again make Lindsey Tower viable as potable water storage, both from a financial perspective and an engineering perspective, it could be part of a future project that combines rehabilitation of Lindsey Tower with construction of the identified new infrastructure that would see the rehabilitated tower returned to service upon completion of construction.

Engineer: Dunham Engineering for Lindsey Tower (Joe Seiter) and Plummer (Dexter May) 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 have been 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.

Consultant: E Source (Alyssa Pourciau)

FYE15 Water Wells and Supply Lines/Wellfield - Carollo and staff held a coordination meeting with ACOG the morning of July 18th and also held a kickoff meeting the afternoon of July 18, 2016. ACOG prepared a map showing potential thick sands that will be targeted for future wells. Carollo used this information along with GIS data and composed a more robust map to better define future well locations to pursue. Additionally, it was decided to stay with ½ mile spacing so that maximum yields can be achieved. Carollo received modeling information from APAI which allowed them to proceed with optimizing the best well sites based on proposed groundwater treatment plant sites. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo performed an optimization model and 20 of the 45 well sites stand out as sites to begin with. Carollo and staff prepared an addendum to their contract and it was approved by NUA 2/13/18. The next step is to approach land owners to negotiate test well sites. A Frequently Asked Questions sheet has been drafted and will be utilized with potential well site land owners. Test wells are expected to begin in September 2018. Staff is working with Carollo and their sub-consultant to obtain necessary

access agreements for potential well sites. Approximately 8 landowners are interested and staff is moving forward with securing documents for 5 of them. Well Construction bids were opened and read aloud October 18, 2018. Layne Christiansen was low bidder and a contract in the amount of \$4,714,421.72 was approved November 27, 2018 at NUA meeting. Held kick off meeting January 23, 2019 and again met February 27, 2019.

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is complete and all wells are ready for pumping. Contractor finalized disinfection on well house lines and are in the final clean up stages. Project is substantially complete and final payment was pending final re-development of Park Well. Park Well is now operational and Consultant and Contractor are finalizing final change order and close out payments for project. Projected ended with 5 change orders and NUA approved Final Acceptance of Project March 28, 2023. Staff made final payment in the amount of \$158,727.78 April 10, 2023. Project will be closed out and this will be last report.

Engineer: Carollo Engineers (Rebecca Poole)

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

## **SANITATION CAPITAL PROJECTS:**

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

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

plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process.

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 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.

New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because it is not laid out in a way that would allow renovations to create a more efficient workspace, a new facility must be constructed. On January 12, 2021, Norman Municipal Utilities Authority (NMUA) approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. TMP completed Design Development level plans and specifications in April 2021 and final plans and specifications in January 2022.

Project was advertised on February 10 and 17, 2022 and bids were be opened on March 3, 2022. Crossland Construction Company (Crossland) was deemed the lowest and best responsible bidder and a contract was awarded to them on April 26, 2022. Construction work commenced on April 29, 2022.

In early March 2023, a punchlist inspection convened, and during the rest of March, Crossland addressed all items on the punchlist. In addition, both Trans-Tel (fiber optics) and Convergent (building access, security and fire alarm communications) both working under Purchase Orders directly with City of Norman, commenced start up of their systems. Both Trans-Tel and Convergent should complete their work during April 2023. Once Convergent's work on the fire alarm panel communications and monitoring is complete, a final building inspection can be scheduled with the City of Norman and a Certificate of Occupancy issued. Furniture is anticipated to be delivered during May 2023. Once Certificate of Occupancy is issued and furniture is delivered and installed, building will be ready for full occupancy by Department Staff.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

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

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

Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in

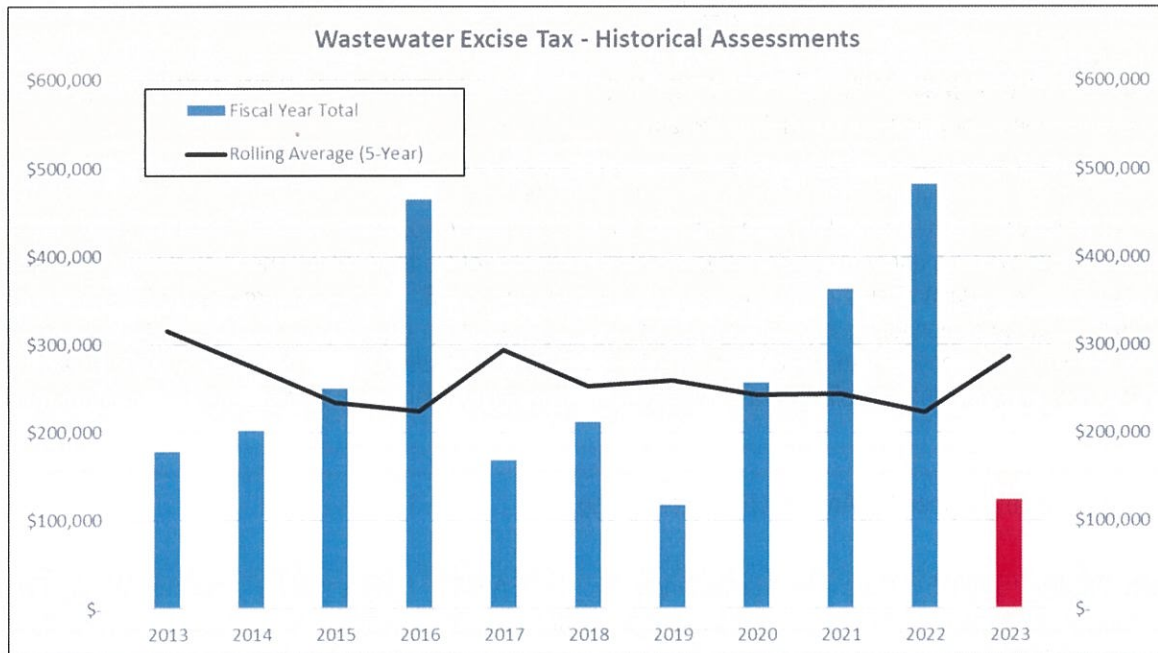
February 2020 and included changes to the site for the Household Hazardous Waste and Container Maintenance facilities and entry drive modifications to the Transfer Station facility to improve accessibility and safety for vehicles entering and leaving the facility.

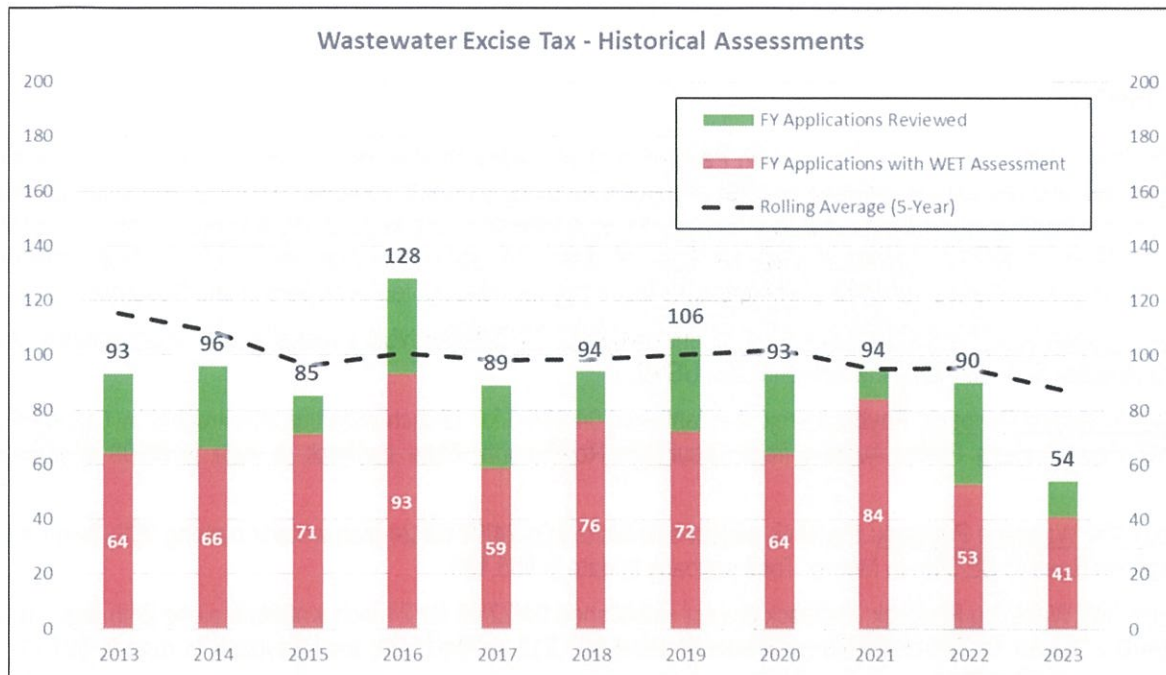
The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. The Household Hazardous Waste building is complete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

Architect: Studio Architects, LLC (George Winters)

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

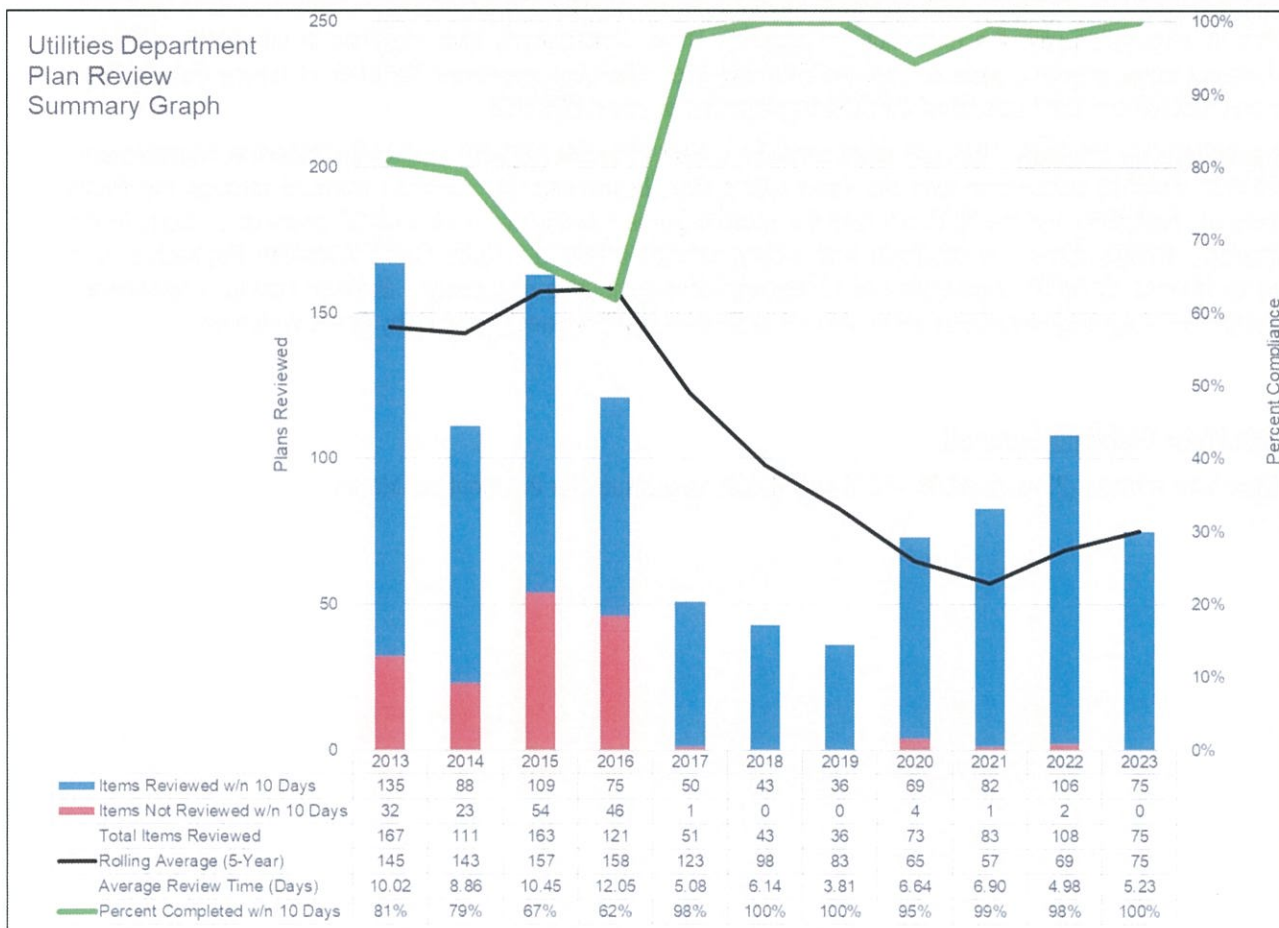
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 8 commercial entities last month. Of the 8 applications, 6 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 50 commercial properties were reviewed and a total of \$116,775.19 was assessed to the 37 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.





#### PLAN REVIEW:

Seven plan sets were reviewed this past month. Staff has reviewed 75 plans for the current fiscal year with an average review time of 5.23 days and with 100 percent of plans reviewed within 10 days.





## RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36<sup>th</sup> Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

### Private Water Well Permits Issued

4 Water Well Permits (23-824, -8258, -1016 and -1226) were issued for the month of March.



March 2023  
ENVIRONMENTAL SERVICES DIVISION  
MONTHLY REPORT

**INSPECTIONS**

	March	Year to date
Fats, oil and grease (FOG) program	26	412
Food license approval	4	32
Significant Industrial Users	1	25
<b>Total inspections</b>	<b>31</b>	<b>469</b>

**ROUTINE ACTIVITIES**

	March	Year to date
Significant Industrial User sites sampled	1	18+1
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	100%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	100%
HHWF: cars served	81	1002
Pounds of Material Collected	4944	75,450.0
E-waste: cars served	0	662
Pounds of Material Collected	0	42,516
Total HHW cars served	4944	1664
Total HHW Pounds of Material Collected	4,944.0	117,966.0

**REVENUE**

	March	Year to date
FOG Program	\$1,900.00	\$16,600.00
<b>Surcharge</b>	<b>\$3,375.87</b>	<b>\$30,991.28</b>
Lab Analysis Recovery	\$0.00	\$2,659.00
Industrial Discharge Permit	\$500.00	\$500.00
<b>Total revenue</b>	<b>\$5,775.87</b>	<b>\$50,750.28</b>

**ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)**

- 1 Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
- 2 Facilitated Yard by Yard, Composting and Recycling Education Information
- 4 Subcommittees are working on updating the US Mayors' Climate Protection Agreement.
- 5 Finishing prep and performing work for Water's Worth It Poster Contest and Green Norman Eco Month activities
- 6 Coordinating with Sanitation and Environmental Services for landscaping at Sanitation

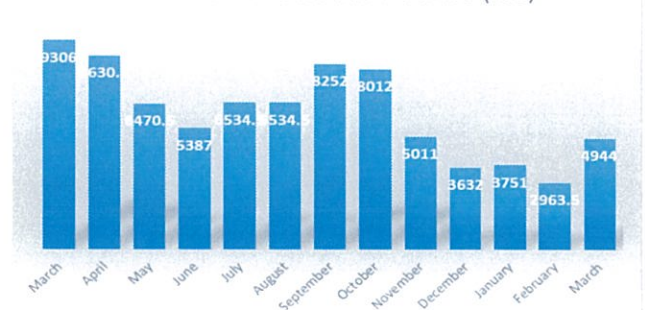
**MISCELLANEOUS ACTIVITIES**

- 1 Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts,
- 2 Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
- 3 Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
- 4 Serves as President of LTWA providing support including agenda setting, issue research and collaboration
- 5 Participates on LTWA Education and Outreach Subcommittee
- 6 Participate in Lake Thunderbird TMDL, IPR Treatment Wetlands internal and external team meetings
- 7 Coordinated programming with OU reps for Big Event and with CREW for Boardwalk repair
- 8 As of March 31, 2023 approximately 310,300 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 23 as a result of the FOG program.
- 9 Green Norman Eco Month Kickoff on March 25
- 10 Coordination of art installation (HazMatt) at HHWF
- 11 Project manager for EV Charging Station installation at City Hall
- 12 Planning and coordinating for Naturizer property for bees, an Eagle Scout project and other exciting things
- 13 Coordinating collection of BMP ideas to help mitigate any potential damage from future road construction
- 14 Began working with C2C: Clean Energy to Communities cohort on how to decarbonize our community.
- 15 Coordinating and Leading Parks and Rec and Stormwater with respect to the Earth Day Festival
- 16 Coordinating fifth annual Artful Inlets installation at Colonial Estates
- 17 Coordinating with OU student as intern to help with GHG emission inventory update
- 18 Coordinating with ODOT on Monarch habitat BMPs as part of the Monarch Highway
- 19 Coordinating with KOB, ODOT and other for GAC
- 20 Planning Team for State-Wide IPP Coordinators Meeting on September 21.
- 21 KOB Affiliate Program Lead
- 22 First aid/CPR certifications
- 23 Attended SWANA - Faith and Michele
- 24 Inspected and Issued City of Norman Industrial Wastewater Permit # 030 for second Bio Cide location at 5617 Huettnner Dr.
- 25 Sampled Bio Cide facility NID 014.

Number of Appointments



Amount Collected in Pounds (lbs)



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2023		FYE 2022	
March 2023	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	5	19	199	426
Property Owner Responsibility	13	186	0	9
<b>TOTAL</b>	<b>18</b>	<b>186</b>	<b>28</b>	<b>164</b>
Number of Feet of Sewer Cleaned:				
Cleaned	121,270	205	28	173
Rodded	7,440	837,676	100,185	927,561
Foamed	0	36,145	2,260	25,462
SL-RAT	0	77,154	0	74,476
<b>TOTAL</b>	<b>128,710</b>	<b>0</b>	<b>1,186</b>	<b>22,830</b>
Sewer Overflows:				
Rainwater	0	950,975	103,631	1,050,329
Grease/Paper/Roots	3	0	0	0
Obstruction	1	7	0	0
Private	1	4	0	4
Other (Lift Station, Line Break, etc.)	0	6	1	9
<b>Total Overflows</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>
Feet of Sewer Lines Televised	29,768	17	1	13
Locates Completed	327	193,607	17,462	175,663
Manholes:				
Inspected	1,268	3,244	447	2,589
New	0	10,649	1,293	9,105
Raised	2	3	0	0
Repaired	3	13	0	0
Feet of Sewer Lines Replaced/Repaired	9.00	19.00	7	7
Hours Worked at Lift Station	36.27	70.50	4	55
Hours Worked for Other Departments	3.04	627.30	115.65	833.19
OJI's	0	25	2	232
Square Feet of Concrete	0	2	1	2
Average Response Time (Minutes)	25.00	81.00	0.00	0.00
Number of Claims	0.00	27.68	25.00	25.49

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2023		FYE 2022	
March 2023	MONTH	YTD	MONTH	YTD
<b>New Meter Sets:</b>	<b>41</b>	<b>241</b>	<b>43</b>	<b>400</b>
Number Short Sets	40	236	37	386
Number Long Sets	1	5	6	14
Average Meter Set Time	6.52	5.69	6.93	4.11
Number of Work Orders:				
Service Calls	530	4,540	489	3,887
Meter Resets	0	8	1	3
Meter Removals	4	47	3	23
Meter Changes	49	272	46	329
Locates Completed	344	3,436	395	7,388
Number of Water Main Breaks	24	171	15	129
Average Time Water Off	1.79	1.76	56.33	8.27
Number of Water Leaks	59	463	30	30
Fire Hydrants:				
New	0	5	0	2
Replaced	0	3	2	5
Maintained	43	957	75	1,093
Number of Valves Exercised	162	2,140	197	1,583
Feet of Main Construction	723	4,638	0	1,064
Hours of Main Construction	625	2,514	475	1,782
Meter Changeovers	0	3	3	10
OJI's	0	4	0	1
Hours Flushing/Testing New Mains	32.35	498	970	1,652
Hours Worked Outside of Division	0.00	0.00	199	426

City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
March 1-31, 2023  
**Flow Statistics**

	<b>FYE 2023</b>		<b>FYE 2022</b>	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	356.4	2830.5	331.0	2938.8
Total Effluent Flow (M.G.)	339.4	2664.0	305.8	2741.2
Influent Peak Flow (MGD)	14.5	16.9	16.7	25.5
Effluent Peak Flow (MGD)	13.9	15.9	16.1	25.5
Daily Avg. Influent Flow (MGD)	11.5	10.4	10.7	10.9
Daily Avg. Effluent Flow (MGD)	10.9	9.8	9.9	10.0
Precipitation (inches)	4.6	19.3	2.0	12.1

**Discharge Monitoring Report Stats**

EPA minimum percentage removal 85%

5 day BOD:

Avg.

Avg.

Influent Total (mg/l)	198.0	239.0
Effluent Carbonaceous Total	4.0	2.0
Percent Removal	98.0	99.2

Total Suspended Solids:

Influent (mg/L)	314.0	297.0
Effluent (mg/L)	15.0	5.0
Percent Removal	95.5	98.3

Dissolved Oxygen:

Influent (min)	0.5	1.2
Effluent (min)	5.4	6.3

pH

Influent (Low)	7.6	6.8
(High)	7.2	7.7
Effluent (Low)	7.4	6.9
(High)	7.0	7.1

Ammonia Nitrogen

Influent (mg/L)	29.0	30.8
Effluent (mg/L)	0.2	0.1
Percent Removal	99.3	99.7

**Utilities**

Electrical

Total kWh Used (Plant wide)	455,740	4,404,840	625,941	4,994,261
Aeration Blowers	144,200	1,465,000	216,000	2,135,640
UV Facility	23,800	406,000	31,400	506,100

Natural Gas

Total cubic feet/day (plant wide)	408,000	3,046,000	630,000	3,994,000
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Public Education (Tours)

2	43	0	0
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Total Attendees for FYE 22

91	58
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Reclaimed Water System (MG)

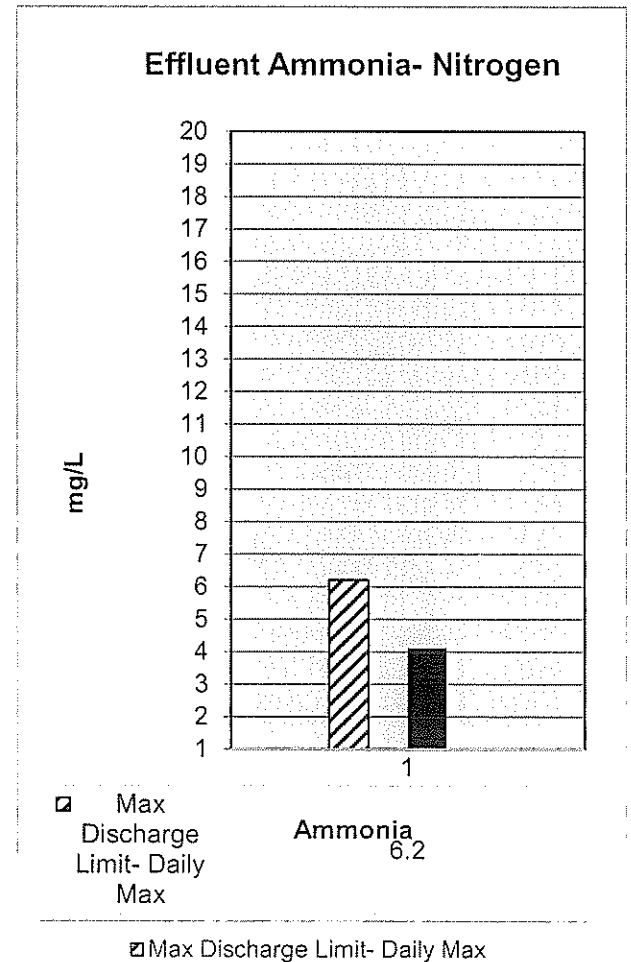
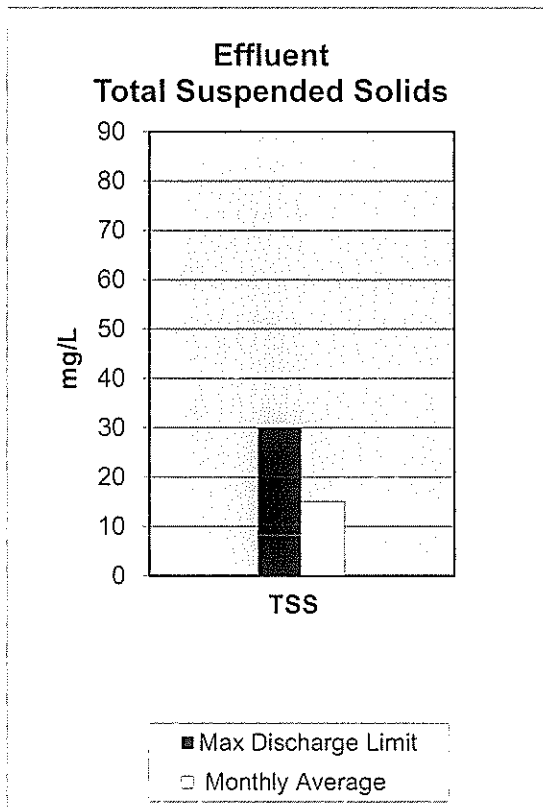
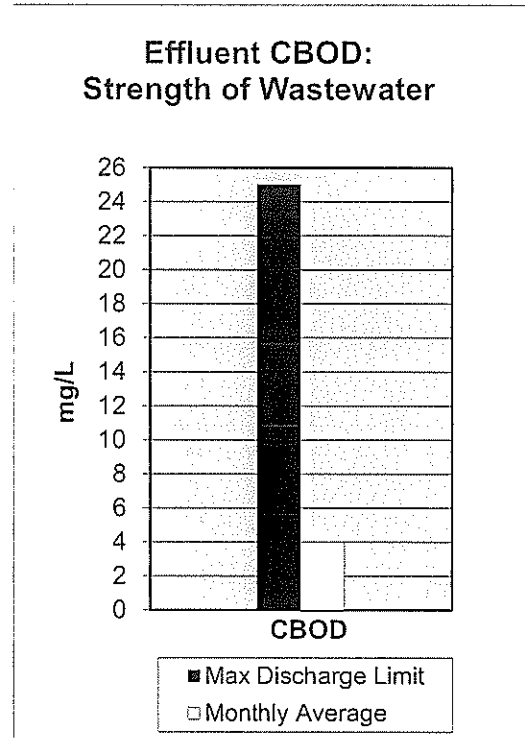
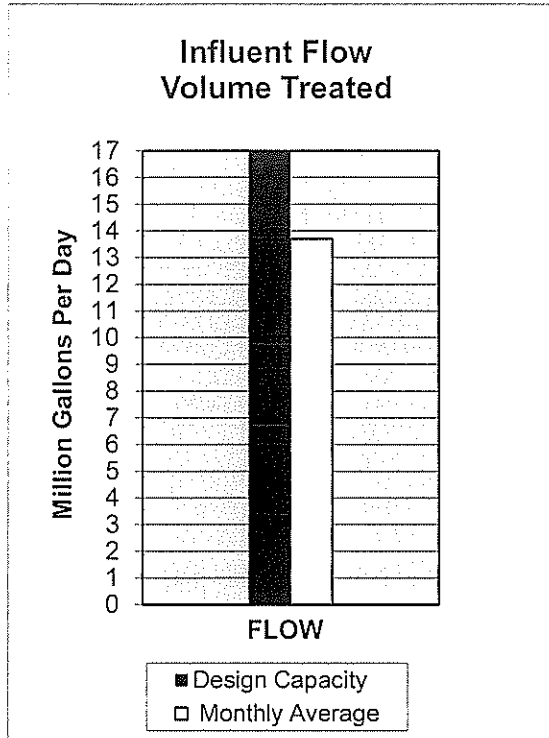
0.0	0.0	0.0	0.0
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OU Golf Course

0.9	52.2	1.3	51.2
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E. coli average for March 2023 MPN 174 (Limit is 630)

CITY OF NORMAN  
WATER RECLAMATION FACILITY  
March 2023



Comments here

CITY OF NORMAN, OKLAHOMA  
DEPARTMENT OF UTILITIES  
MONTHLY PROGRESS REPORT

WATER TREATMENT DIVISION

MONTH: March-2023

	<u>FYE 2023</u>		<u>FYE 2022</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
<b>Water Supply</b>				
Plant Production (MG)	200.55	2640.50	165.66	2635.50
Well Production (MG)	133.72	1231.45	174.89	972.14
Oklahoma City Water Used (MG)	31.11	271.35	20.21	268.43
Total Water Produced (MG)	365.38	4143.30	360.76	3876.06
Average Daily Production	11.79	15.18	11.64	14.15

**Peak Day Demand**

Million Gallons	12.99	25.52	15.43	20.88
Date	3/6/2023	7/27/2022	3/2/2022	8/26/2021
System Capacity (see note 1)	25.78	25.78	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	\$661,998.77	\$6,043,947.19	\$639,071.35	\$6,042,910.29
Wells	\$236,035.91	\$2,283,552.53	\$243,091.15	\$2,042,797.16
OKC	\$86,774.67	\$822,926.35	\$76,205.22	\$716,652.24
Total	\$984,809.35	\$9,150,426.07	\$958,367.72	\$8,802,359.69

**Cost per Million Gallons**

Plant	\$3,300.97	\$2,288.94	\$3,857.64	\$2,292.89
Wells	\$1,765.11	\$1,854.37	\$1,389.96	\$2,101.35
OKC	\$2,789.73	\$3,032.75	\$3,770.67	\$2,669.80
Total	\$2,695.34	\$2,208.49	\$2,656.49	\$2,270.95

**Water Quality**

Bacterial Samples in Compliance	100	896	94	856
Bacterial Samples out of Compliance	0	4	2	12
Total number of inquiries (Note 2)	1	27	4	29
Total number of complaints (Note 2)	3	55	6	33
Number of complaints per 1000 service connections	0.08	1.43	0.15	0.82

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	2	0	3

**Public Education**

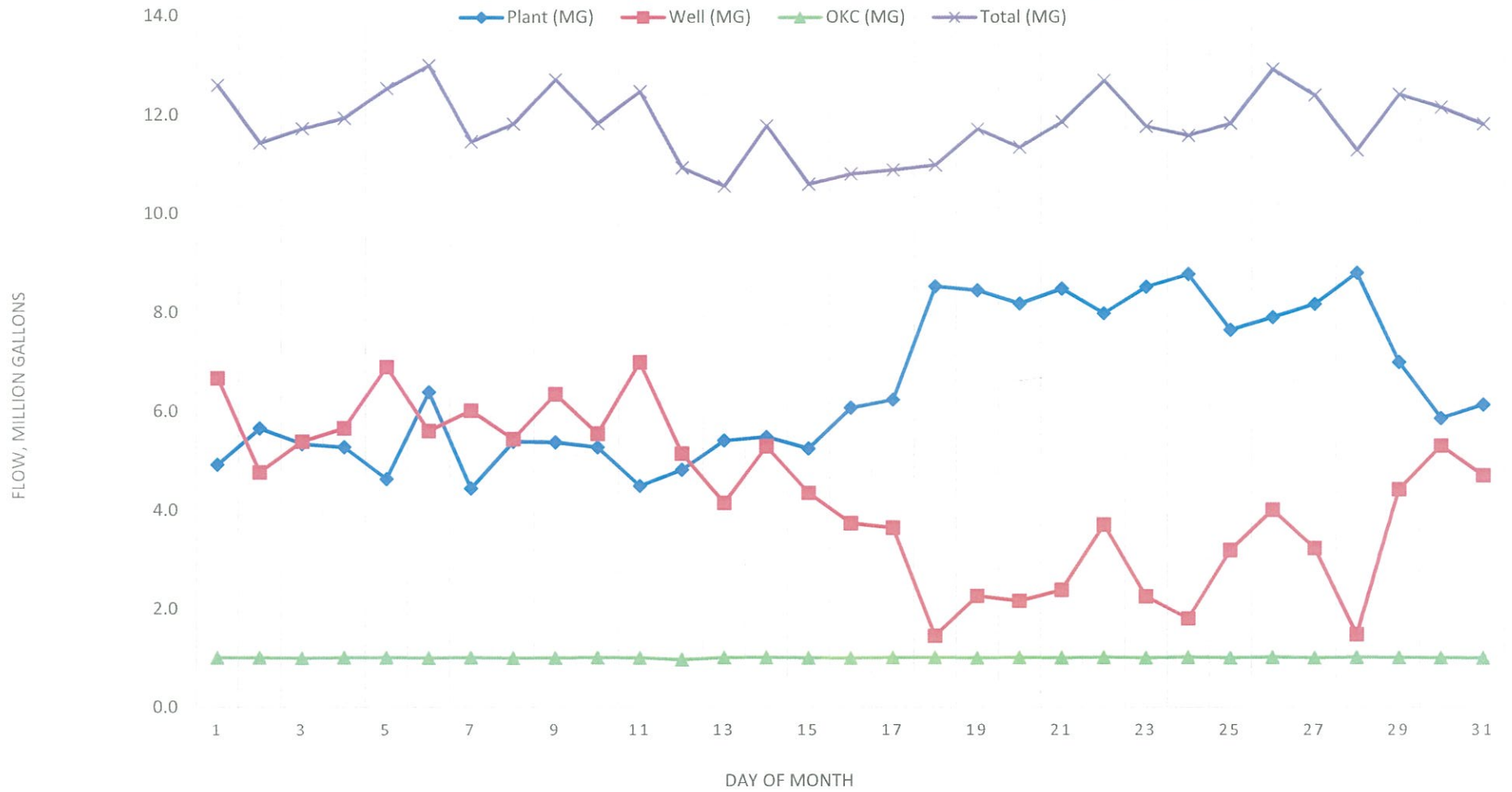
Number of tours conducted	2	6	1	13
Number of people on tours	8	118	10	173

**Notes:**

SCC 1 Mixer gearbox reassembled, back in service. Rush pump reinstalled Intermediate pump 1, back in service.  
Repaired SH leak on Feeder header. Staff replaced nozzles on the arms of six filters, two remain.  
Repair storm damage on fencing at Well 48. Staff replaced Atlas Copco compressor on nitrogen skid.



## WATER PRODUCTION FOR MARCH 2023



# MONTHLY TRANSFER STATION REPORT

March 2023

	TONS PER MONTH	REVENUE PER MONTH
O.U.	326.60	\$17,239.38
STANDARD GATE	2,746.14	\$154,729.56
RESIDENTIAL	672.82	\$2,687.80
TOTALS:	3,745.56	\$174,656.74

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	533.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	10912.96
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	533.00
GRAND TOTAL TONS TO LANDFILLS	10,912.96

DISPOSAL COST PER TON (OKC)	\$22.08
TIPPING FEE'S FOR DUMPING AT OKC:	\$240,958.16
GRAND TOTAL TIPPING FEE'S	\$240,958.16

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	654.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4709.53
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	440.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3457.26
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1094.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	8166.79
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	157.43
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TOTAL TONS RECEIVED AT TRANSFER STATION	22982.74
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**SANITATION DIVISION PROGRESS REPORT**  
**SUMMARY 2023**

	FYE 22		FYE 23	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	2	7	0	23
<u>On The Job Injuries</u>	0	8	0	6
<u>Bulk Pickups</u>	38	258	35	206
<u>Refuse Complaints</u>	130	900	86	553
<u>New Polycarts Requests</u>	57	605	65	441
<u>Polycarts Exchanges</u>	7	69	9	84
<u>Additional Polycart Requests</u>	103	616	72	499
<u>Replaced Stolen Polycarts</u>	25	193	94	178
<u>Replaced Damaged Polycarts</u>	77	756	84	794
<u>Polycarts Repaired</u>	35	322	34	355

**COMPOST MONTHLY REPORT**

MARCH

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	394.49
LANDFILL TIPPING FEE'S	\$ 22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 22.08
TONS BROUGHT IN BY PUBLIC:	700.00
TONS BROUGHT IN BY CONTRACTORS :	1,800.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	220.00
LANDFILL TIPPING FEE'S	\$ 22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 60,057.60
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 60,079.68
REVENUE COLLECTED FROM COMPOST SALES:	\$2,740.00
REVENUE COLLECTED FROM GATE SALES:	\$16,430.00
TOTAL TONS COLLECTED	3,114.49

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		30
DRYING BEDS	0	
COMPOST SOLD BY CUBIC YARDS		822
MULCH SOLD BY CUBIC YARDS	4,015	
TOTAL:	4,015	852

**CURBSIDE MONTHLY RECYCLING REPORT**

Mar-23

**PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	90%
AVERAGE TONS PER DAY :	12.56
POUNDS PER HOME:	10.82

**COMMODITY BY TON**

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	7.38
#1 PET	4.08%	15.37
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	37.93
MIX PAPER	29.67%	111.76
PLASTIC FILM	0.60%	2.26
#2 NATURAL	1.11%	4.18
#2 COLOR	1.66%	6.25
#3-#7	0.00%	0
METAL	0.30%	1.13
RIGIDS	0.26%	0.98
TIN-STEEL SCRAP	2.14%	8.06
TRASH	27.91%	105.13
OCC	20.24%	76.24
<b>TOTAL</b>	<b>100.00%</b>	<b>376.67</b>

	MONTH
SERVICE CALLS (MISSES)	42
HOUSESIDE	2
REMINDER	1
SCATTERED	0
MISC.	0
REPAIR	16
NEW	50
ADD	1
MISSING	67
EXCHANGE	0
REPLACE	16
PICK UP	21
<b>TOTAL CALLS</b>	<b>216.00</b>

	MONTH
LANDFILL COST AVOIDANCE	\$7,439.23

March 2023

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted	
ALUMINUM:	\$1,150.00	\$0.00		0	0	0%	\$22.08	212.38	\$4,689.35
PLASTICS:	\$5.00	\$0.00							
STEEL CANS:	\$0.00	\$0.00							
MIXED OFFICE PAPER:	\$0.00	\$0.00							
CARDBOARD:	\$15.00	\$0.00							

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer					
	TONS	TONS	Tons	Tons	Total Tons	PRO/FEE	Revenues	Net	
ALUMINUM:	0.23	0.08	0.39	0	0.7		\$0.00	\$805.00	\$805.00
PLASTICS:	2.26	0.67	5.14	0	8.07		\$0.00	\$40.35	\$40.35
STEEL CANS:	0.2	0.05	0.28	0	0.53		\$0.00	\$0.00	\$0.00
MIXED OFFICE PAPER:	3.2	0	2.89	0	6.09		\$0.00	\$0.00	\$0.00
CARDBOARD:	20	11.21	27.45	0.99	59.65		\$0.00	\$894.75	\$894.75
RECYCLING CENTER TOTALS:	25.89	12.01	36.15	0.99	75.04		\$0.00	\$1,740.10	\$1,740.10

Commercial Cardboard Containers		Compactors		Wood		Glass		Metal	
TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues
46.17	\$692.55	2.69	\$40.35	2.24	\$0.00	17.57	\$0.00	0	\$0.00
								Cost	\$0.00
								Profit	\$0.00

Expenses	Average hrly+ benefits \$26.78				
	Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total
Hours	44	211.9	2	8	265.9
Labor \$	\$554.57	\$664.54	\$25.22	\$100.88	\$1,345.21
Vehicle cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Customer Revenue	\$11,825.83
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Total All Recycle and Cardboard		Total Recycle Only		Total Cardboard	
Tons	Revenues	Tons	Revenues	Tons	Revenues
143.71	\$2,473.00	35.2	\$845.35	108.51	\$1,627.65

Revenue	Income	Expense	Net
	\$14,298.83	\$1,345.21	\$ 12,953.62