

# City of Norman



## Monthly Departmental Report

**January 2022**

## **MONTHLY PROGRESS**

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**CITY CLERK      1**



**CITY CLERK****MONTHLY PROGRESS REPORT****January 2022**

<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	3	28	3	16
Bus Service	0	3	0	0
CDBG	11	63	8	17
City Clerk	52	468	2	58
City Manager/Mayor	5	39	1	22
City Wide Garage Sale	0	205	0	6
Code Enforcement	29	269	3	30
Finance	2	106	0	3
Fire/Civil Defense	2	13	1	2
Human Resources	2	19	0	0
I.T.	11	52	1	1
Legal	5	33	0	6
Line Maintenance	12	89	0	7
Municipal Court	1	27	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	11	110	0	13
Permits/Inspections	44	237	1	15
Planning	10	95	2	4
Police/Parking	13	130	13	79
Public Works	5	78	1	10
Recycling	0	0	0	0
Sanitation	29	246	7	23
Sidewalks	0	5	1	3
Storm Debris	0	0	0	0
Storm Water	3	48	1	12
Streets	15	132	5	17
Street Lights	0	40	0	0
Traffic	17	107	2	6
Utilities	36	178	2	15
WC Questions	0	0	0	0
WC Violations	0	0	0	0
<b>January Total: 372</b>	<b>318</b>	<b>2820</b>	<b>54</b>	<b>365</b>

**LICENSES**

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

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	6
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	1	2	Retail Wine	0	6
Distiller	0	0	Salvage Yard	0	0
Food	1	27	Sidewalk Dining	0	0
Game Machines	0	8	Solicitor/Peddler (30 day)	0	7
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	1	13
Kennel	0	0	Solicitor/Peddler (one day)	0	2
Medical Marijuana Dispensary	0	9	Special Event	0	3
Medical Marijuana Grower	4	22	Strong Beer & Wine/Winemaker	0	1
Medical Marijuana Processor	0	4	Taxi/Motorbus/Limousine	0	3
Medical Marijuana Testing Laboratory	0	0			0
Mixed Beverage	0	1	Temp Food (one day)	0	8
Mixed Beverage/Caterer	0	5	Temp Food (30 day)	1	11
Pawnbroker	0	0	Temp Food (180 day)	1	12
Pedicab	0	0	Transient Amusement	0	0
<b>YTD License Total: 151</b>	<b>6</b>	<b>78</b>		<b>3</b>	<b>73</b>

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Bullfrog Farm, LLC	951 W. Franklin Road	Medical Marijuana Grower
Dutch Brothers Coffee	1230 W. Main Street	Food Service License
Gladiation Cannabis	13628 Crystal Brook Cir	Medical Marijuana Grower
Pistillate	910 120 <sup>th</sup> Ave SE	Medical Marijuana Grower
Summit Peak Farms	2713 Bart Conner Court	Medical Marijuana Grower
Sweets & Treats	999 Outside of City	Coin Operated Vending Machines

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

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Super Taco Loco	Riko's Tacos	

### **CLAIMS FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
01/14/2022	A.Shaw and M.Shaw	Alleges that three City of Norman Police Officer were reckless and disregarded public safety during a high-speed pursuit.	Undetermined
01/14/2022	Ms. Robin Strader	Alleges property suffered flood damage due to improper drainage under Tecumseh Road that is supposed to accommodate the water flow. The City installed additional drainpipe to accommodate water flow, however Ms. Strader alleges that her property is still being damaged and the drainage issue is not fixed.	175,000.00
01/21/2022	Derrick Blake Whitney	Alleges that he suffered severe injuries to his person when the Norman Police Department was pursuing a suspected stolen vehicle and this vehicle swerved into oncoming traffic and struck the vehicle that the Plaintiff was a passenger in, therefore causing said injuries. Plaintiff alleges that the Norman Police Department have not been adequately trained on how to pursue stolen vehicles safely.	125,000.00
01/31/2022	Larry Hammonds	Alleges that Norman Regional Hospital failed to properly diagnose his wife, Robin Hammonds, thereby causing her death. It is alleged that the physicians and staff of Norman Regional had an identifiable event which resulted in a large loss of blood and this resulted in Mrs. Hammonds passing away on February 15, 2021. It is also alleged by Mr. Hammonds that her death was a result of hemorrhagic shock, gastrointestinal bleed and end stage renal disease.	Maximum amount allowed under Insurance policy or through Governmental Tort Claims Act.

### **STUDY SESSION**

On January 4, 2022, City Council met in Study Session and continued discussion regarding possible amendments to the Norman City Charter.

### **SPECIAL SESSION**

On January 18, 2022, City Council met in Special Session to discuss affordable housing opportunities.

### **FINANCE COMMITTEE**

On January 20, 2022, the Finance Committee met and discussed the Mid-Year Budget Review, provided update on projects submitted to the state for potential American Rescue Plan Act funds. Additionally, they had discussions regarding the Monthly Revenue and Expenditures reports and submission of the Open Positions Report.

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

On January 06, 2022, the Business and Community Affairs Committee met regarding a presentation on pattern zoning.

**COMMUNITY PLANNING & TRANSPORTATION COMMITTEE**

On January 27, 2022, the Community Planning & Transportation Committee met to discuss the I-35 Corridor Study. They also discussed the James Garner Bridge Aesthetics over Robinson Street and provided the Public Transit update.

**OVERSIGHT COMMITTEE**

On January 13, 2022, the Oversight Committee met to discuss a Tree Canopy Master Plan and a Tree Planting Program and provided a staff report on Homeless activity.

**CITY MANAGER**

**2**

**NORMAN FORWARD 2A**



# Memorandum

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

**From:** Randy Hill, ADG

**ADG Project Number:** 16-003

**ADG Project Name:** Norman FORWARD

**Date:** 01.31.2022

**Re:** January 2022 Monthly Report

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**REPORT PERIOD:** January 3 through January 31, 2022

## WORK THIS MONTH

1. Tuesday, January 4, 2022 | 10:00 a.m. | YFAC - ADG/FSB Coordination
  - a. Meeting with FSB to facilitate coordination of contract documents
2. Wednesday, January 5, 2022 | 8:30 a.m. | Norman North Base Final Punch and Walkthrough
  - a. Follow up punch walk for project checking on status of punch items
3. Wednesday, January 5, 2022 | 10:00 a.m. | Municipal Complex Development Center OAC Mtg
  - a. Bi-weekly discussion of project schedules, budgets, and critical issues
4. Thursday, January 6, 2022 | 1:00 p.m. | YFAC OAC Meeting
  - a. Discussion of project schedule, budgets, and critical issues
5. Thursday, January 6, 2022 | 3:30 p.m. | Norman Senior Wellness Center – Pickleball Discussion
  - a. Discussion on pickleball gym expansion
6. Friday, January 7, 2022 | 9:00 a.m. | Reaves Park OAC Meeting
  - a. Discussion of project schedule, budgets, and critical issues
7. Monday, January 10, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
  - a. Weekly discussion of project schedules, budgets, and critical issues
8. Monday, January 10, 2022 | 2:00 p.m. | Reaves Move Out Coordination Mtg
  - a. Coordination of parks maintenance move to North Base
9. Tuesday, January 11, 2022 | 10:00 a.m. | YFAC - ADG/FSB Coordination
  - a. Meeting with FSB to facilitate coordination of contract documents
10. Wednesday, January 12, 2022 | 1:30 p.m. | Development Center - Planning Millwork
  - a. Meeting with TMP to review millwork for key office areas and changes
11. Thursday, January 13, 2022 | 2:00 p.m. | Senior Wellness Center Start Date Discussion
  - a. Discussion of starting construction with Crossland
12. Thursday, January 13, 2022 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
  - a. Discussion of programming issues on the Senior Wellness Center Project
13. Thursday, January 13, 2022 | 3:30 p.m. | Wellness Center Gym Discussion
  - a. Discussion on Senior gym expansion
14. Tuesday, January 18, 2022 | 10:00 a.m. | YFAC - ADG/FSB Coordination
  - a. Meeting with FSB to facilitate coordination of contract documents
15. Tuesday, January 18, 2022 | 10:30 a.m. | YFAC PCO/Developer Split Questions
  - a. Discussions with developer about splitting cost of infrastructure

16. Tuesday, January 18, 2022 | 1:00 p.m. | Norman North Base - Fleet & Parks - CNG Evacuation Demonstration
  - a. Meeting on site testing CNG evacuation
17. Wednesday, January 19, 2022 | 8:30 a.m. | Municipal Complex Development Center OAC Mtg
  - a. Bi-weekly discussion of project schedules, budgets, and critical issues
18. Wednesday, January 19, 2022 | 10:00 a.m. | Griffin Park – Phase 5 Pre-Bid Meeting
  - a. Pre-bid meeting to answer potential questions of bidders
19. Thursday, January 20, 2022 | 9:00 a.m. | Senior Wellness Center – Review Crossland Pickleball estimate for Ad Hoc
  - a. Discussion on estimate to present to Ad-Hoc
20. Thursday, January 20, 2022 | 1:00 p.m. | YFAC OAC Meeting
  - a. Discussion of project schedule, budgets, and critical issues
21. Friday, January 21, 2022 | 9:00 a.m. | Reaves Park OAC Meeting
  - a. Discussion of project schedule, budgets, and critical issues
22. Monday, January 24, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
  - a. Weekly discussion of project schedules, budgets, and critical issues
23. Tuesday, January 25, 2022 | 11:00 a.m. | Norman Forward Senior Wellness Ad-Hoc Advisory Group
  - a. Review design updates, gym addition, and updated estimate with Ad-Hoc group
24. Tuesday, January 25, 2022 | 2:00 p.m. | Senior Wellness Center – Bid Opening BP #2
  - a. Bid opening for remainder of the project
25. Wednesday, January 26, 2022 | 9:00 a.m. | Norman Forward ODP Retainage
  - a. Teams call with project contractors to discuss ODP for projects
26. Thursday, January 27, 2022 | 9:00 a.m. | Development Center Furniture
  - a. Reviewed pricing changes and furniture selections with Brenda
27. Thursday, January 27, 2022 | 11:00 a.m. | Norman Griffin Park – Robinson and Park Road
  - a. Discussions with Public Utilities, preliminary decisions on consultant selection and funding
28. Thursday, January 27, 2022 | 2:00 p.m. | Griffin Park Phase 5 – Bid Opening
  - a. Bid opening for Phase 5 of Griffin Park
29. Thursday, January 27, 2022 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
  - a. Discussion of programming issues on the Senior Wellness Center Project
30. Friday, January 28, 2022 | 8:00 a.m. | Norman EOC/ECC – Project Meeting
  - a. Discussed project schedule with ADG FL and design team
31. Friday, January 28, 2022 | 1:00 p.m. | Sr. Wellness Center –VE Discussion
  - a. Discussion of Value Engineering to align budget to bids
32. Monday, January 31, 2022 | 11:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
  - a. Weekly discussion of project schedules, budgets, and critical issues
33. Monday, January 31, 2022 | 3:00 p.m. | Sr. Wellness Center – Internal VE Discussion
  - a. Discussion of Value Engineering to align budget to bids

## Construction Observation Site Visits:

- a. Griffin, Phase 5: 2
- b. Municipal Complex, City Hall: 6
- c. Municipal Complex, Development Center: 4
- d. North Base: 15
- e. Young Family Athletic Center: 6



**WORK ANTICIPATED THE UPCOMING MONTH (February 2022)**

- Griffin Park
  - Phase 4: Close out of project
  - Phase 5: GMP issued, starting construction
- Central Library
  - Contractor working on open warranty items and leaks.
- Reaves Park
  - Construction in progress
- North Base Complex
  - On-site interviews for Davis Bacon compliance
  - Finalizing punch list effort
  - Ribbon cutting on February 11
- Young Family Athletic Center / Indoor Aquatic and Multi-Sport Facility
  - Bid Package 3 opening, following GMP to be issued
  - Recurring weekly OAC meetings
- Senior Wellness Center
  - Value engineering on Bid Package 2
  - Recurring bi-weekly OAC meetings
- Municipal Complex
  - Development Center: Asbestos abatement in progress
  - Municipal Courts: CD's underway, on pause until Development Center nears completion
  - Building 201: Construction underway
  - FF&E inventory, selection, and layout underway
- Emergency Communications and Operations Center
  - Design development commencing
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

**PROJECT STATUS**

- Griffin Park
  - a. Schedule: Phase V GMP to City Council on 2.22.22
  - b. Budget: Within budget
  - a. Issues: No known issues
- Reaves Park
  - a. Schedule: Construction ongoing
  - b. Budget: Within budget
  - c. Issues: No known issues
- Indoor Aquatic and Multi-Sport Facility
  - a. Schedule: Bid package 3 bid opening and GMP
  - b. Budget: Budget alignment in progress
  - c. Issues: Site utilities
- Senior Wellness Center
  - a. Schedule: Value engineering bid package 2
  - b. Budget: Budget alignment in progress
  - c. Issues: Project cost exceeds budget

- Ruby Grant
  - a. Schedule: Final acceptance by City Council on 1.18.22
  - b. Budget: In budget
  - c. In operation
- Westwood Indoor Tennis Facility
  - a. Schedule: Opening Celebration on May 24, 2019
  - b. Budget: Within budget
  - c. In operation; Court paint warranty extended another 12 months from 9.22.2022
- East Library
  - a. Schedule: Opening Celebration on July 20, 2018
  - b. Budget: Within budget
  - c. In operation
- Central Library
  - a. Schedule: Warranty work in progress
  - b. Budget: Within budget
  - c. In operation
- Westwood Family Aquatic Center
  - a. Schedule: Opening Celebration on May 26, 2018
  - b. Budget: Final Pay App approved on July 24, 2018
  - c. In operation
- Norman Forward Program Management
  - a. Schedule: Proceeding per Implementation Plan
  - b. Budget: Proceeding per Implementation Plan
  - c. Implementation Plan: Revised/Updated January 30, 2019
  - d. Issues: None

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SUBMITTED BY: ADG – Randy W. Hill

**FINANCE 3**

## CITY OF NORMAN

### Department of Finance Monthly Report – January 2022

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 January are discussed below:

#### Treasury Division:

In the month of January, the Treasury Division processed 39,655 payments in person and over the phone, a decrease of -1.3% from last month. Paymentus (the City's 3<sup>rd</sup> party processor of online and automated telephone payments) processed 11,020 payments in January, an increase of 4.22% from last month.

#### Utility Services Division:

The Meter Reading Division read 41,920 meters. Out of 77 meter reading routes, 55 (71%) were read within the targeted 30-day reading cycle. 65 routes (84%) were read by the 32nd day, and all routes were read by the 36th day. Twenty-seven routes were estimated in January.

#### General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of January by 6.5%. Revenues from the City's largest single source of revenue, sales tax, are above target by 20.5% for the year to date and 23.8% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 22 Budget To Date	FYE 22 Actual To Date	FYE 21 Actual To Date	FYE 20 Actual To Date
Sales Tax Revenue	\$26,925,330	\$32,457,254	\$26,208,437	\$24,379,420
General Fund Revenue	\$51,821,440	\$55,202,900	\$57,048,719	\$45,343,615
General Fund Expenses	\$53,515,417	\$47,675,660	\$52,684,316	\$51,454,139

## Administration Division

	FYE 22		FYE 21	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,400.00	320.00	2,400.00
Total Comp Time Available	8.50	62.25	2.00	16.75
Total Overtime Hours	0.00	0.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	328.50	2,462.75	322.00	2,416.75
Benefit Hours Taken	124.25	442.00	102.25	552.25
TOTAL ACCOUNTABLE STAFF HOURS	204.25	2,020.75	219.75	1,864.50
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

**ACCOUNTING 3A**

## Accounting Division

	FYE 22		FYE 21	
	January	YTD	January	YTD
Total Regular Hours Available	1,128.00	7,592.00	960.00	7,200.00
Total Comp Time Available	0.50	27.00	0.50	14.00
Total Overtime Hours	12.25	124.75	44.50	131.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,140.75	 7,743.75	 1,005.00	 7,345.50
Benefit Hours Taken	362.75	1,319.25	306.50	1,102.25
 TOTAL ACCOUNTABLE STAFF HOURS	 778.00	 6,424.50	 698.50	 6,243.25
 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 22 January	FYE 22 December	
Total Revenue Received (\$)	\$4,425,852	\$5,272,047	(\$846,195)
Utility Payments - Office (#)	39,655	40,173	(518)
Utility Payments - Office (\$)	\$3,926,847	\$4,124,553	(\$197,706)
Lockbox (#)	12,588	11,767	821
Lockbox (\$)	\$1,148,716	\$1,134,657	\$14,059
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$11,020	\$10,574	\$446
Paymentus (\$)	\$1,344,844	\$1,310,813	\$34,031
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	13,463	14,146	(683)
Bank Draft Payments (\$)	\$1,212,329	\$1,326,070	(113,741)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	98	111	(13)
Processed Return Checks (\$)	(\$8,847)	(\$21,693)	\$12,846
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$60,159	\$797,010	(\$736,851)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$90,823	\$100,177	(\$9,354)
Municipal Court - Credit Card (#)	268	277	(9)
Municipal Court - Credit Card (\$)	\$50,406	\$50,130	\$276
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$403,845	\$375,978	\$27,867
Building Permits Credit Card (#)	295	325	(30)
Building Permits Credit Card (\$)	\$226,405	\$202,481	\$23,924
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$1,239	\$1,974	(\$735)
Occupational License - Bldg Insp. CC (#)	15	17	(2)
Occupational License - Bldg Insp. CC (\$)	\$1,139	\$1,824	(\$685)
Business License - City Clerk (\$)	\$2,798	\$1,050	\$1,748
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$235,444	\$626,758	(\$391,314)

## Budget Services Division

	FYE 22		FYE 21	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,399.50	320.00	2,400.00
Total Comp Time Available	0.00	6.00	0.00	4.00
Total Overtime Hours	0.00	0.50	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	320.00	2,406.00	320.00	2,405.00
Benefit Hours Taken	128.25	440.25	66.75	346.25
TOTAL ACCOUNTABLE STAFF HOURS	191.75	1,965.75	253.25	2,058.75
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

## Treasury Division

	FYE 22		FYE 21	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	5,568.25	800.00	6,000.00
Total Comp Time Available	8.50	83.00	6.00	140.25
Total Overtime Hours	43.00	285.00	36.25	158.75
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	851.50	5,936.25	842.25	6,299.00
Benefit Hours Taken	170.50	926.25	244.25	1,067.50
TOTAL ACCOUNTABLE STAFF HOURS	681.00	5,010.00	598.00	5,231.50
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 22		FYE 21	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,320.00	17,808.00	2,560.00	19,877.00
Total Comp Time Available	18.00	191.25	16.25	164.50
Total Overtime Hours	150.00	720.25	212.00	1,673.50
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	2,488.00	18,719.50	2,788.25	21,715.00
Benefit Hours Taken	694.50	3,172.75	814.25	3,994.50
TOTAL ACCOUNTABLE STAFF HOURS	1,793.50	15,546.75	1,974.00	17,720.50
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

## Office Services

	FYE 22		FYE 21	
	January	YTD	January	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,397.75	160.00	2,240.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	29.50	226.75	18.00	217.00
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	349.50	2,624.50	178.00	2,457.00
Benefit Hours Taken	72.00	421.75	72.00	286.25
TOTAL ACCOUNTABLE STAFF HOURS	277.50	2,202.75	106.00	2,170.75
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

## Drive-up Window and Mail Payments

	FYE 22 December	FYE 22 January
Mail Payments - Lockbox	14,275	14,671
Mail Payments - Office	91	80
<b>Mail Payments - Subtotal</b>	<b>14,366</b>	<b>14,751</b>
Night Deposit	195	162
Click-to-Gov Payments	0	0
Paymentus Payments	11,767	12,588
IVR Payments	0	0
<b>Without assistance payments - Subtotal</b>	<b>11,962</b>	<b>12,750</b>
Drive-up window & inside counter	2,334	2,394
Credit Card machine payments (swipe)	0	0
Credit Card machine payments (phone)	0	0
<b>With assistance payments - Subtotal</b>	<b>2,334</b>	<b>2,394</b>
<b>Total Payments Processed - Subtotal</b>	<b>28,662</b>	<b>29,895</b>
Bank Draft (ACH) Payments	10,445	9,812
<b>Total Payments (Utility)</b>	<b>39,107</b>	<b>39,707</b>
Total Convenience Fees - all Payments	0	0
<b>Grand Total Payments</b>	<b>39,107</b>	<b>39,707</b>

## Traffic Counter at Drive-up Facility

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

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

## Meter Reading Division

	FYE 22		FYE 21	
	January	YTD	January	YTD
Number of Meters Read	39,085	270,354	39,482	224,135
New Service	598	5,225	497	5,059
Request for Termination	612	5,185	481	4,947
Delinquent On(s)	158	1,548	242	1,520
Delinquent Offs	186	1,619	257	1,747
Collect Deposit Tags Hung	0	0	0	60
Collect Deposit Cut Offs	0	0	0	12
Blue Tags	0	0	0	77
Number of Meters Re-read	1,253	8,153	249	4,022
Meters Cleaned	0	87	0	291
Customer Assists	0	0	0	277
Meters Pulled	0	6	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	28	282	79	421
TOTAL	41,920	292,459	41,287	242,568

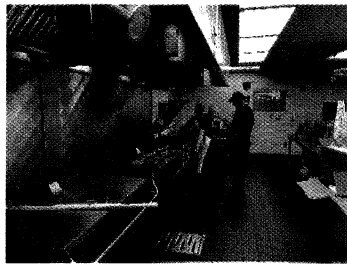


## Utility Division Activity Report

	FYE 22		FYE 21	
	January	YTD	January	YTD
STATUS REPORT				
Regular Utility Accounts Billed	45,098	307,059	43,840	306,294
New Ons	601	5,283	587	6,546
Final Accounts Billed	576	4,339	539	4,790
TOTAL ACCOUNTS BILLED	46,275	316,681	44,966	317,630

## **FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report

January 2022

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	38	2.40%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	967	60.97%
4 - Hazardous Conditions (No Fire)	32	2.02%
5 - Service Call	126	7.94%
6 - Good Intent Call	320	20.18%
7 - False Alarm & False Call	79	4.98%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	24	1.51%
<b>Total Incident Count (Unique Calls)</b>	<b>1586</b>	<b>100.00%</b>
<b>Number of Total Unit Responses</b>	<b>2257</b>	

Total Fire Loss \$296,075.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	293	291	0:04:51
Station #2	217	314	0:05:14
Station #3	277	327	0:05:27
Station #4	177	320	0:05:20
Station #5	67	559	0:09:19
Station #6	64	625	0:10:25
Station #7	154	371	0:06:11
Station #8	114	347	0:05:47
Station #9	215	377	0:06:17

### Community Outreach

Tours and Special Events	1	Reistricted Tours, etc due to uptick in COVID numbers/Chili Supper
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### Burn Permits

Burn Permits Issued	12	Total of 1 burn day
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### Training

Total Personnel Training Hours	2574	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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# NFD Monthly Progress Report

January 2022

## 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
Chief 301	14	7		2	2			3		
Chief 302	25	4	6	5	2		1	6	1	
Chief 303	16	2	2	3			3	5		1
Chief 304	3	2						1		
Chief 401	15	3		2	2	3	2	2		1
Chief 402	17	1	5	3	2	2	1	3		
Chief 403	14	1		4		1	5	1		2
Chief 404	5			1	1		2	1		
Engine 1	310	291	1	6	2		2	6		2
Brush 1	5	4								1
Ladder 1	17	4	2	4	2			4		1
Engine 2	243	6	211	9	8			8	1	
Brush 2	8	1	6		1					
Ladder 2	21	3	7	4	2			4		1
Engine 3	288	3	2	272	1		3	3		4
Brush 3	6		1	2		1	1			1
Engine 4	183		6		173			4		
Brush 4	8		4		4					
Engine 5	32					26	5			1
Brush 5	72					67	4			1
Engine 6	28	1			1	3	23			
Brush 6	66				1	4	61			
Rescue 7	1						1			
Squad 7	183	11	4	8	2		1	150	4	3
Brush 7	2	1						1		
Engine 8	128		2		7			6	113	
Brush 8	4		1		3					
Tanker 8	9		1		3	2	3			
Engine 9	244	10	1	7		2	9	2		213
Brush 9	11	2		1		1	4			3
Tanker 9	13					3	9			1
EMS1	3									3
Fire Marshal 5	4	2	1				1			
	1998	359	263	333	219	115	141	210	119	239

**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
January 2022**

**FIRE PREVENTION DIVISION ACTIVITIES**

<b>Inspections/Plan Review</b>			
<b>Activites</b>	<b>Notes</b>	<b>Number</b>	<b>Staff Hours</b>
Inspections		36	28
Re-Inspections		16	10
<b>Total Inspections</b>		<b>52</b>	<b>38</b>

<b>Smoke Detector Program</b>			
<b>Activites</b>	<b>Notes</b>	<b>Units</b>	<b>Staff Hours</b>
Smoke Detector Batteries		6	3.5
Smoke Detectors Installed			

<b>Training/Public Education Education</b>			
<b>Activites</b>	<b>Notes</b>	<b>Events</b>	<b>Staff Hours</b>
Training (hours)		18	30
Fire Education Classes			

<b>Code Issues/Investigation</b>			
<b>Activites</b>	<b>Notes</b>	<b>Number</b>	<b>Staff Hours</b>
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints			
Investigations			
Investigative Activities		6	11
Miscellaneous/Special			

**NORMAN FIRE DEPARTMENT  
MONTHLY PROGRESS REPORT  
January 2022**

**Fire Review Coordinator Activities**


<b>Activites</b>	<b>Notes</b>	<b>Number</b>	<b>Staff Hours</b>
Building Permits/Development Review Team		27	44
Inspections		20	24
Citizen Calls for Information		3	2
Training		1	4
Meetings		8	9
Fire Investigation	Reports and Research	2	8
<b>Totals</b>		<b>61</b>	<b>91</b>

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division	Comments: January 2022 Activities
<b>Regular Monthly Scheduled Activities</b>	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
<b>Other Emergency Management Activities</b>	
<b>Local Response</b>	
Red Cross Coordination for burn outs. In January 2022, there were 3 fires coordinated with the Red Cross	With the robust reorganization in the Red Cross and the turmoil of having an in home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
The amateur Radio Winter Field Day was held on January 29-30, 2022, at the Norman Fire Training Center. With the exception of a few states, the W5NOR, SCARS club contacted nearly all of North America (including Canada), This kind of capability is extremely impressive	<u>Winter Field Day Summary</u> <a href="https://smile.amazon.com/ch/35-2379995">https://smile.amazon.com/ch/35-2379995</a>  Click on the Field Day for the results of the weekend. SCARS participates in the Amazon program that supports non-profits to earn



	cash when referenced for your purchases. Please show SCARS some smiles by using the link above for your purchases.
<b>Youth Camp</b>	
Planning of the 2022 Youth Preparedness Camp to be held at Northeastern University in Tahlequah, OK is underway. Dates are July 17-22, 2022. In January 2022, active recruitment will begin for students and volunteer adults. The initial walk through and planning meeting was conducted on November 4, 2022. Planning continues and interest builds among students and staff. On January 28, 2022, a draft training schedule was created with Homeland Security.	In 2019, the first youth preparedness camp was held at NSU in Tahlequah. 35 students from around the state participated and supported by 25 adults. This program trained 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 was 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 was the best he had seen so far. The camp was nationally recognized by Bill Bischof, FEMA Region 6, National Preparedness Division
 <p>Camp Poster Rough Draft Edit (DW).doc</p>	<a href="https://community.fema.gov/story/Summer-Camps-Turn-Teens-into-Preparedness-Leaders?lang=es%2F">https://community.fema.gov/story/Summer-Camps-Turn-Teens-into-Preparedness-Leaders?lang=es%2F</a>
On January 31, 2022, a Norman Response Volunteer that lives in Shawnee observed a large grass fire at Fire Lake Casino. He reported it to the Norman EM who in turn provided the contact information for the Shawnee EM. Working in coordination, the volunteer, Christopher Snider, contacted Lowes in Shawnee and generated a water donation of 15 cases to the Shawnee EM.	Outstanding effort and initiative from one of Norman's Response Volunteers providing assistance to a neighbor.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333 in collaboration with the Cleveland County Health Department. During the COVID response by the health department the MRC was vital in operating numerous points of	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.

distribution for the vaccine injections. More than 3000 volunteer hours were provided during the height of the response. Numerous site for testing and vaccinations continue through January 2022.	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
Disaster Dr-4575 October 2021	The request for reimbursement was again delayed as the OEM had provided an incorrect document for signatures. They forwarded the correct document and it was re-sign and returned on 1-31-2022.
Disaster 4587 February 2021	The raw data given to the EM Division was uploaded to the FEMA portal. The data was poor quality. It will require time to convert it into what FEMA expects to see. A budget request for an additional position was submitted for the FY 23 budget
<b>Mitigation Grant Status</b>	
Norman Safe Room grant program	The grant was determined to have been closed in the height of the pandemic. The listing of those to receive additional payments will be reviewed and submitted for payment
<b>Severe Weather Issues</b>	
National Weather Service Storm Spotter Training	<u>NWS Norman Spotter Schedule (<a href="https://www.weather.gov">weather.gov</a>)</u>

## **HUMAN RESOURCES**

**5**

**HUMAN RESOURCES**  
**Monthly Report**  
**January 2022**

**ADMINISTRATION**

**A. Administrative Support**

- Processed Monthly Department Report
- Processed invoices and reconciled expense accounts
- Prepared Budget Adjustment Requests for 2023 Budget
- Met with Chief Diversity & Equity Officer regarding personnel manual
- Distributed Employee Recognition packets for department recognition
- Attended/Summarized one (1) negotiation session
  - 1 – AFSCME

**BENEFITS**

- Conducted five (5) new hire, one (1) re-hire and one (1) PPT orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciled health, dental, and supplemental products
- Continued education of plan documents
- Fielded approximately 125 phone calls to discuss benefits, claims, FSA, and wellness screenings
- Worked with Healthy Merits and EHealth Biometrics to maintain status of Physician Link for City's Wellness Screenings
- Worked with Healthy Merits on final flyer language corrections to open registration window in January for City's 2022 Wellness Screenings
- 2022 Wellness Program Kick Off - email and mail out to participating members
- Participated in HUB International Zoom Meeting – OTC COVID-19 Test Mandate Requirements
- Conference with Finance and Legal regarding evolving status of OTC COVID-19 Test Reimbursement Mandate
- Continued work on ACA reporting

**COMPENSATION**

**New Hires – 9**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Public Works/Engineering	City Surveyor	1
Public Works/Engineering	Capital Projects Engineer	1
Utilities/Water Treatment	Plant Operator D	1
Police/Emerg. Comm.	Communications Officer II	1
Police/Animal Welfare	Veterinary Technician	1
Parks/Facility Maint.	Custodian (PPT)	1
Parks/Recreation	Tennis Shot Attendant (PT)	1
Parks/Recreation	Recreation Center Spec. (PT)	2

**Separations – 13**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Human Resources	Director of Human Resources	1
Planning/CDBG	Continuum of Care Program Tech	1
Planning/Code Enforcement	Code Compliance Inspector	1
Public Works/Stormwater	Maintenance Worker II	1
Utilities/Line Maint.	Line Maintenance Division Mgr.	1
Utilities/Sewer Line Maint.	Utility Collection Worker I	1
Utilities/Sanitation	Sanitation Worker II	1
Utilities/Water Recl.	Custodian (PPT)	1
Police/Emerg. Comm.	Communications Supervisor	1
Parks/Admin.	Park Planner I	1
Parks/Facility Maint.	Facility Maintenance Supt.	1
Fire/Prevention	Fire Inspector	1
Finance/Utilities	Meter Reader	1

**Promotions – 9**

<b>Dept./Div.</b>	<b>Position</b>	<b>Number of Employees</b>
Finance/Utilities	Meter Services Rep.	1
Public Works/Fleet	Administrative Technician III	1
Utilities/Water Treatment	Maintenance Worker I	1
Utilities/Water Treatment	Utilities Supervisor	1
Utilities/Water Line Maint.	Water Maintenance Specialist	1
Fire/Training	Fire Training Officer	1
Fire/Suppression	Fire Battalion Chief	1
Fire/Suppression	Fire Captain	1
Fire/Suppression	Fire Driver Engineer	1

**SURVEYS**

No surveys conducted this month.

**RECRUITMENT**

**Accepted applications for the following positions:**

<b>Department/Division</b>	<b>Position</b>
Fire/Suppression	Firefighter Recruit
Finance/Meter Services	Meter Reader
Information Technology	Systems Support Technician
Parks & Recreation/Admin	Urban Forester
Parks & Recreation/Facility Maintenance	Custodian (PPT)
Parks & Recreation/Facility Maintenance	Facility Maintenance Supervisor
Parks & Recreation/Recreation-12 <sup>th</sup> Ave	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Irving	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Little Axe	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Tennis Center	Tennis Shop Attendant (PT)
Planning & Community Dev./CDBG	Emergency Shelter Case Manager (PT)
Police/Animal Welfare	Animal Welfare Shelter Supervisor
Police/Animal Welfare	Shelter Veterinarian
Police/Emergency Communications Bureau	Communications Officer I

Police/Emergency Communications Bureau	Communications Officer II
Public Works/Fleet	Mechanic I
Public Works/Fleet	Public Works Supervisor-Transit
Public Works/Stormwater	Maintenance Worker I
Public Works/Stormwater	Maintenance Worker II
Public Works/Stormwater	Stormwater Compliance Inspector
Public Works/Streets	Maintenance Worker I
Public Works/Transit	Transit Support Technician (PPT)
Utilities/Sanitation	Sanitation Worker I
Utilities/Sewer Line Maintenance	Utility Collection Worker I
Utilities/Water Line Maintenance	Crew Chief
Utilities/Water Line Maintenance	Utility Distribution Worker I
Utilities/ Water Line Maintenance	Water Maintenance Specialist
Utilities/Water Treatment Plant	Maintenance Worker I
Utilities/Water Treatment Plant	Plant Operations & Maintenance Technician
Utilities/Water Treatment Plant	Plant Operator D
Utilities/Water Treatment Plant	Temporary Laborer (PT)

### **Recruitment & Hiring Statistics**

Contacts/Inquiries		Selection Process Elements	
In Person	295	Written Exams	1
Phone	410	Practical Testing/Assessment Center	1
Mail	220	Panel Board Interviews	15
Email	190	Promotions	7
Total Subscribers on E-mail Vacancy List	1575	Oral Interviews	10
Total Page Views for HR Website	6,825	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	32	Advertisements Placed	27
Pre-Employment Drug Screens	16	Applications Received	594
Pre-Employment Physicals	15	Job Announcements Emailed	68
Pre-Employment OSBI	16	Job Announcements to CON Depts.	405

### **TRAINING AND DEVELOPMENT**

Conducted training for ten (10) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

Provided Advanced Supervisory Academy Session 4 on the topic of Customer Service Recovery for 30 employees in management, supervisory, lead and crew chief roles from various departments.

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

## **SAFETY**

- Safety material documents were sent to divisions each week
- Conducted three (3) Fitness for Duty Meetings (Police-2/Parks-1)

### **Recordable Injuries – 2**

Dept./Division	Nature of the Injury	Activity	Prognosis
Fire/ Firefighter	Strained right ankle	Rolled ankle in the bay at Fire Station	Work restrictions
Utilities/ Sanitation	Debris in right eye	Debris flew into right eye while grinding a metal pipe	Released to work

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

2022	2021	2020	2019	2018	2017
2	64	57	65	71	59

### **Vehicle Collisions: 0**

Division	Description of Collision	Status

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

2022	2021	2020	2019	2018	2017
1	10	3	8	5	17

## **INFORMATION TECHNOLOGY**

**6**



**CITY OF NORMAN**

Information Technology Department  
Monthly Report – January 2021.

Working projects for the IT Department are as follows:

<b>Project</b>	<b>Description/improvement anticipated</b>	<b>Status</b>
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 has completed. <b>CityView for Planning and Permits</b> began May 2021.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	Ongoing: New core switching has been implemented and speed enhanced at main 201 W Gray campus. IT Network staff are in implementation and testing of networking and security appliances.
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilites Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval possible launch in FYE23
New Building construction support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centracs	In Progress
IT Security training efforts for all network and email users at the City of Norman.	Increase the knowledge and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who uses the network and email.	Ongoing
Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	In Progress

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

### 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 January 2022.

### Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 16 emails from the groups shown were sent from city servers using city resources – of those 22,020 were delivered to outside mailboxes for the month of January 2022. The city servers generated mass communications to Norman citizens of 22,020 messages from only 16 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 397,588 attempted incoming and 105,032 outgoing messages for the month of January 2022. Incoming messages totaling 221,910 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 56% of our inbound mail. This percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of a significant amount of spam, phishing, and other types of potentially harmful emails.

### Web Site:

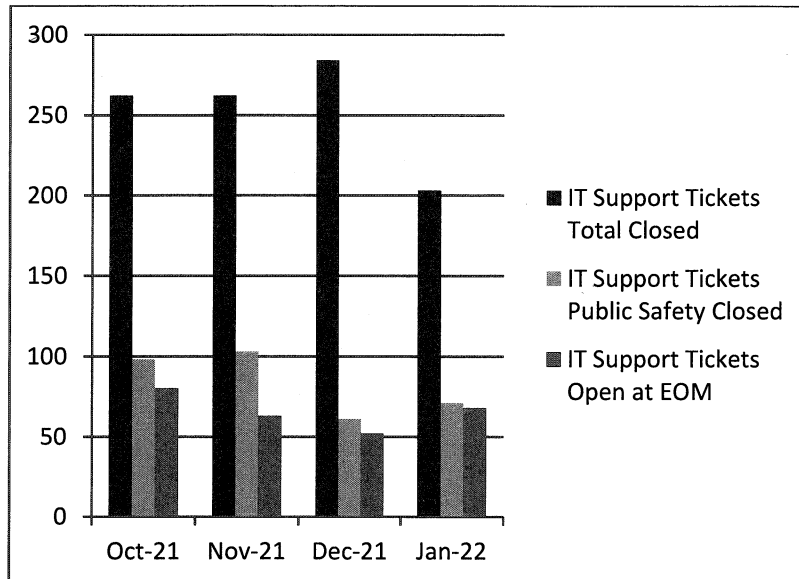
The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of January 2022, the City of Norman's web site had 92,437 individual web sessions access the web site for 196,814 total page views. Of those sessions, 51,642 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

### ERP Project Implementation Progress:

The chart below shows the current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through FYE22. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the

employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), Finance software (Munis), Utility Billing software (CIS Infinity), and Payroll (Munis). Human Resource Management (HRM), and EAM for Work Orders is our focus for the Months of Feb through July/August 2021. Daily work continues on these systems as well as additional training and configuration on the Utility Billing software. Server installation and configuration for Planning and Community Services (CityView) application began in May of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada). The final phase of our software upgrades, City View, is expected to be completed by the end of FYE22 or the start of FYE23.

		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													
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	4	3	2	2	0	0	1	0	1	0	1	1			

**Table 1****Table 2**

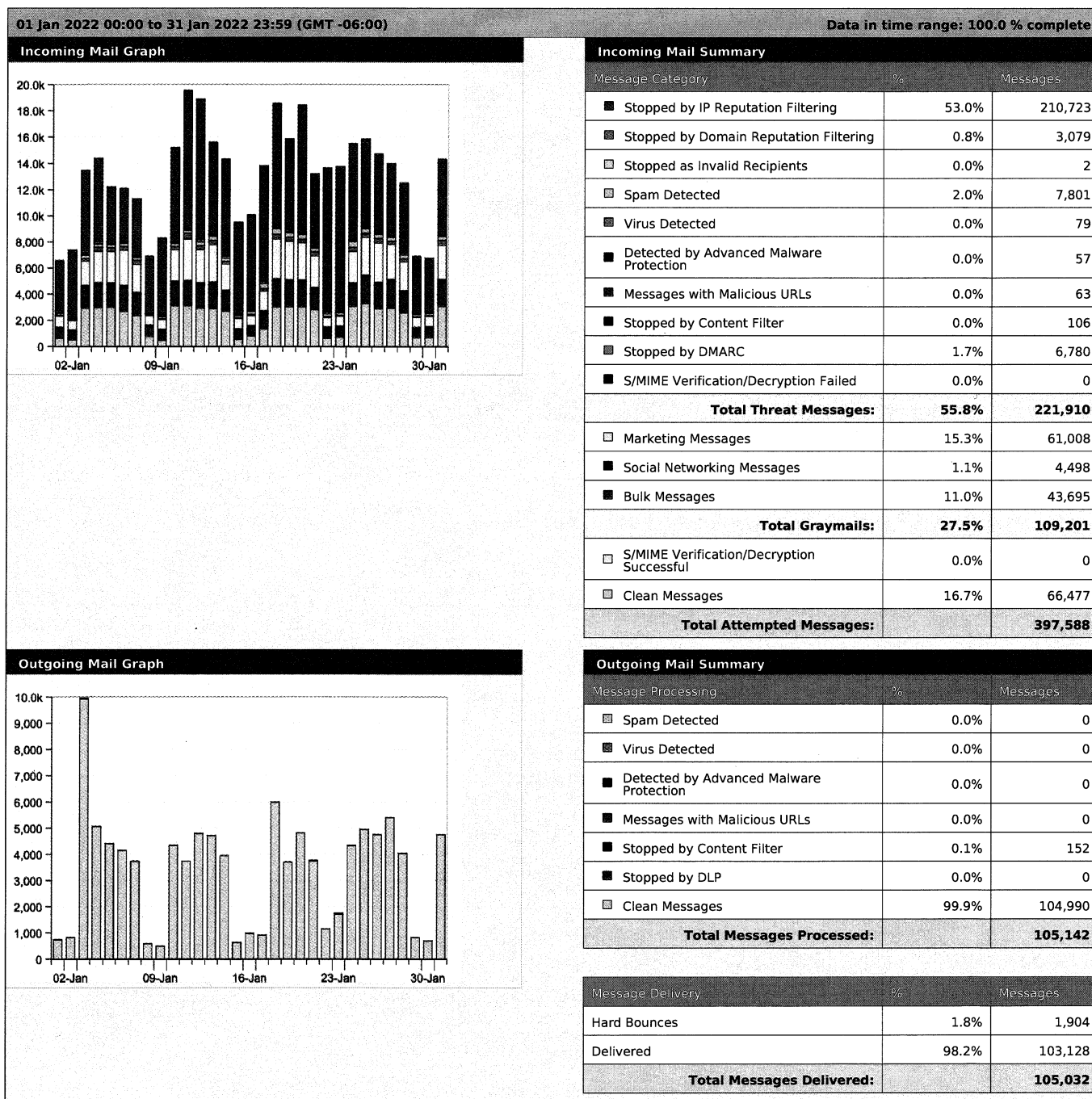
Jan 2022 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	17	4	68
Job Posting	1576	4	6304
Norman News	1956	8	15648
<b>Totals</b>	<b>3549</b>	<b>16</b>	<b>22020</b>





## Executive Summary

ironport.example.com



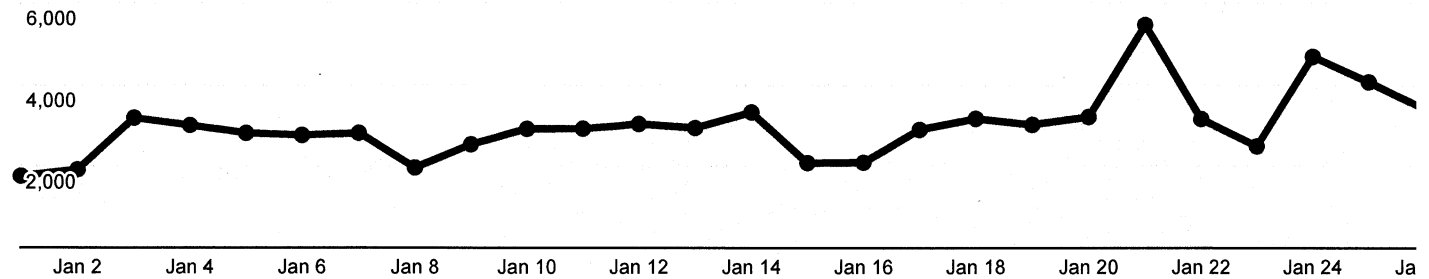


## Site Traffic

All Users  
100.00% Sessions

## Report Tab

## ● Sessions



Day of the month	Sessions ↓	Pages / Session	Pageviews	Users	New Users	Bounce Rate
	92,437 % of Total: 100.00% (92,437)	2.13 Avg for View: 2.13 (0.00%)	196,814 % of Total: 100.00% (196,814)	60,155 % of Total: 100.00% (60,155)	51,642 % of Total: 100.05% (51,615)	Avg
1. 21	5,457 (5.90%)	1.76	9,619 (4.89%)	4,892 (6.06%)	3,730 (7.22%)	
2. 24	4,678 (5.06%)	1.97	9,226 (4.69%)	4,137 (5.12%)	2,777 (5.38%)	
3. 25	4,063 (4.40%)	2.13	8,662 (4.40%)	3,522 (4.36%)	2,335 (4.52%)	
4. 31	3,550 (3.84%)	2.24	7,949 (4.04%)	3,083 (3.82%)	1,930 (3.74%)	
5. 26	3,388 (3.67%)	2.17	7,344 (3.73%)	2,980 (3.69%)	1,869 (3.62%)	
6. 27	3,353 (3.63%)	2.27	7,609 (3.87%)	2,897 (3.59%)	1,814 (3.51%)	
7. 14	3,326 (3.60%)	2.20	7,322 (3.72%)	2,859 (3.54%)	1,772 (3.43%)	
8. 20	3,206 (3.47%)	2.23	7,161 (3.64%)	2,825 (3.50%)	1,776 (3.44%)	
9. 03	3,182 (3.44%)	2.41	7,666 (3.90%)	2,724 (3.37%)	1,626 (3.15%)	
10. 18	3,169 (3.43%)	2.21	6,996 (3.55%)	2,699 (3.34%)	1,669 (3.23%)	





**MONTHLY REPORT - LEGAL DEPARTMENT**  
**January 2022 Report**  
**(Submitted February 11, 2022)**

**MONTHLY HIGHLIGHTS:**

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

This case challenges the City's disturbing the peace ordinance under the First Amendment to the United States Constitution. On November 22, 2021, the court granted summary judgment in favor of the Defendant on all but one of the Plaintiffs' claims. On January 7, 2022, the court granted judgment in favor of the Defendant on the remaining claim. On February 3, 2022, the Plaintiffs appealed the district court's order to the Tenth Circuit.

Vahe Patatanyan v. City of Norman, CP-2021-28

In this case, Petitioner sought the return of 13 pounds of marijuana that was seized as evidence after an attempted burglary. On January 6, 2022, the district court denied the Petitioner's request.

**LIST OF PENDING CASES:**

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

Harmon et al. v. City of Norman et al., Case No. 22-6019 (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**

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

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

Shaw, Austin, et al. v. City of Norman, et al., CIV-21-1124-J

This case was filed on November 28, 2021. It was served on the Defendants on January 14, 2022. It arises out of a collision that occurred during a high speed chase on January 22, 2018.

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

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

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

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

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

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

Alyssa Mann v. State of Oklahoma, CV-2020-188; SD-118,751 (K)

**COURT OF CRIMINAL APPEALS**

None

## **CLEVELAND COUNTY DISTRICT COURT**

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

Armstrong v. City of Norman, CJ-2012-1638 (K)  
City v. Haddock, CV-2010-357 TS (K, S)  
City v. IAFF, CV-2011-48 L; DF-109447 (K)  
City v. Komiske, Cobblestone Creek Management Company, et al., CV-2012-748 (K, W)  
City v. Stachmus, Aaron & Anglin, Bryson, CJ-2021-445  
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 Florez 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)  
Henderson, et al. v. City of Norman, et al., Case No. CJ-2016-610 (K)  
City v. Lonnie Hodges, CV-2020-2922  
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)  
McCarver v. City of Norman, CJ-2013-128 TS (K)  
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)  
Shaz Investment Group, LLC v City of Norman, CJ-2021-1044 (K)  
Walling v. Norman Regional Health System, et al, CJ-2014-874 (K)

### **B. *Condemnation Proceedings***

City of Norman v Chastain Oil Company, a Corporation, et al., CV-2015-677 (M)  
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)  
City of Norman v. 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. Ronald A. Ashley, et al., CJ-2021-337 (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)  
In re: Replat of Fuzzell's Second Addition, CV-2021-4350 (M): Petition filed December 20, 2021 and service received January 13, 2022. City's Answer filed January 28, 2022. Set for hearing February 10, 2022 at 2:00 p.m. before Judge Balkman.

### **D. *Municipal Court Appeals***

None

**E. *Small Claims Court***

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

**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)

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

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

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

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

IAFF Grievance FYE 22 – (Battalion Chief)

IAFF Grievance FYE 22 – (Clymer Promotion)

IAFF Grievance FYE 22 – (Fire Training Officer)

IAFF Grievance FYE 22 – (Source Documents)

IAFF Grievance FYE 22 – (Wilk Separation)

FOP Arbitration FYE 22 (FOP - 2022 Agreement)

On January 31, 2022, FOP Lodge 122 informed the City that it intended to proceed to interest arbitration regarding the FYE 2022 collective bargaining agreement.

**B. *Equal Employment Opportunity Commission (EEOC)***  
None

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

Padgett, Heather – Case #22002594

Ms. Padgett was separated from City employment on June 6, 2021, for engaging in workplace misconduct. She was denied unemployment benefits by the Oklahoma Employment Security Commission. Ms. Padgett's appeal was denied because she failed to timely register for the hearing set by the Commission. This claim will no longer appear on the Monthly report.

Scott, Cody D. – Case #22002390

Mr. Scott was separated from City employment on June 6, 2021, for engaging in workplace misconduct. Although he engaged in the same misconduct as Ms. Padgett, Mr. Scott was awarded unemployment benefits by the Oklahoma Employment Security Commission. The City appealed this decision

### **MUNICIPAL COURT PROSECUTIONS**

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through January 2022. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<b><u>ADULT CASES</u></b>			<b><u>JUVENILE CASES</u></b>			<b><u>COURT SESSIONS</u></b>		
	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22
JULY	640	545	*275	35	23	11	15	16	7
AUG	683	444	236	10	11	9	15	14	5
SEPT	497	520	263	17	10	9	14	13	5
OCT	581	325	269	23	4	12	18	7	6
NOV	390	259	228	9	0	2	11	6	6
DEC	444	279	162	25	6	1	12	7	3
JAN	522	134	185	32	3	9	15	0	6
FEB	597	178		22	1		13	0	
MAR	420	270		22	6		7	5	
APR	104	420		0	6		0	13	
MAY	137	507		2	10		0	13	
JUNE	528	422		25	0		9	11	
TOTALS / YTD	5,543	4,303	1,618	222	80	53	129	105	38

\* Correction

### **WORKERS' COMPENSATION COURT**

The total number cases pending as of January 2022 are 18. During the month of January, there were two new workers compensation cases filed. 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 22 CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES
Fire	Suppression	3	1	2	2	4
Parks/Rec.	Park Maintenance	1				1
Parks/Rec	Westwood Pool	1	1			
Planning	Development Services					
Police	Animal Welfare	2		2	1	
Police	Patrol	7	3	1	2	1

DEPARTMENT	DIVISION	PENDING CASES	FYE 22 CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES
Police	Administration	2	2			
Public Works	Street Maintenance	1		1	1	3
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1			1	
Utilities	Sanitation					
<b>TOTALS</b>		<b>18</b>	<b>7</b>	<b>6</b>	<b>7</b>	<b>9</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)

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

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

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

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

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

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

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

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

**Ericksen, Tammy L. v City of Norman, CM-2021-06871 F**

**(Police/Emergency Communications/Communications Supervisor, R. Hip, R. Knee, R. Shoulder, Back)**

**Ericksen, Tammy L. v City of Norman, WCC-2022-15003 K**

**(Police/Emergency Communications/Communications Supervisor, Both Ears)**

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

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

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

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

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

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

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

(Fire, Suppression, Firefighter, Back)

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

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

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

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

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

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

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

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

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

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

## **TORT CLAIMS**

The following is a breakdown of the Tort Claims activity through January 2022.

DEPARTMENT	FYE 22 Month	FYE 22 YTD	FYE 21	FYE 20	FYE 19
Animal Control		1	1		
Finance – IT			1		
Fire		1	1	4	
Legal			2		
Other	1	3	11	10	9
Parks		1	4	6	6
Planning		1			
Police	2	6	3	5	10
Public Works – other		2	2	3	
Public Works – Stormwater	1	1		2	
Public Works – Engineering			1	2	
Public Works – Streets		7	9	11	6
Utilities – Water		5	11	11	12
Utilities – Sanitation			12	12	10
Utilities – Sewer		1	5	5	3
<b>TOTAL CLAIMS</b>	<b>4</b>	<b>29</b>	<b>63</b>	<b>71</b>	<b>56</b>

CURRENT CLAIM STATUS	FYE 22 TO DATE	FYE 21	FYE 20	FYE 19
Claims Filed	29	63	71	56
Claims Open and Under Consideration	12	0	0	0
Claims Not Accepted Under Statute/Other	3	10	11	8
Claims Paid Administratively	4	11	13	10
Claims Paid Through Council Approval	1	7	14	12
Claims Resulting in a Lawsuit for FY	0	3	1	4
Claims Barred by Statute (No Further Action Allowed)	0	31	32	22

Claims in Denied Status (Still Subject to Lawsuit)	9	1	0	0
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## **MUNICIPAL COURT**

**8**

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

**CASES FILED**

	<b><u>JANUARY</u></b>	<b><u>FY22</u></b>	<b><u>Y-T-D</u></b>	<b><u>JANUARY</u></b>	<b><u>FY21</u></b>	<b><u>Y-T-D</u></b>
Traffic	280		2212	627		5038
Non-Traffic	173		1350	164		1601
SUB TOTAL	453		3,562	791		6,639
Parking	436		3968	244		3116
GRAND TOTAL	889		7,530	1,035		9,755

**CASES DISPOSED**

	<b><u>JANUARY</u></b>	<b><u>FY22</u></b>	<b><u>Y-T-D</u></b>	<b><u>JANUARY</u></b>	<b><u>FY21</u></b>	<b><u>Y-T-D</u></b>
Traffic	316		2745	532		5699
Non-Traffic	202		1222	159		1458
SUB TOTAL	518		3,967	691		7,157
Parking	376		4916	195		2110
GRAND TOTAL	894		8,883	886		9,267

**REVENUE**

	<b><u>JANUARY</u></b>	<b><u>FY22</u></b>	<b><u>Y-T-D</u></b>	<b><u>JANUARY</u></b>	<b><u>FY21</u></b>	<b><u>Y-T-D</u></b>
Traffic	\$ 32,954.50		\$ 281,201.41	\$ 58,555.04		\$ 584,215.63
Non-Traffic	\$ 12,672.47		\$ 137,304.72	\$ 19,702.15		\$ 162,735.42
SUB TOTAL	\$ 45,626.97		\$ 418,506.13	\$ 78,257.19		\$ 746,951.05
Parking	\$ 13,726.00		\$ 164,393.26	\$ 6,580.00		\$ 53,469.00
GRAND TOTAL	\$ 59,352.97		\$ 582,899.39	\$ 84,837.19		\$ 800,420.05

**MUNICIPAL COURT - MONTHLY REPORT**  
**January 2022**

**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 38 new cases and closed 37 cases during the month of January 2022. 3 Mediations were held.

## **PARKS AND RECREATION**

**9**

JANUARY 2022  
RECREATION DIVISION  
MONTHLY REPORT

**Norman Senior Center:** The Norman Senior Center saw a monthly attendance of 623 for the month of January. AARP Tax Aide began scheduling appointments on Monday, January 3. TRIAD hosted a seminar on "Senior Safety" on Thursday, January 6. The center was closed on Monday, January 17 in observance of the Martin Luther King, Jr Holiday. On Wednesday, January 26, Unity Legal Services sponsored Bingo.

**Little Axe Community Center:** The Head Start program currently has 11 children enrolled and the after school program has six students enrolled which we look forward to growing in the coming months. Meals on Wheels is available citizens in the Little Axe Community and Norman Regional Hospital prepares the meals daily. Mobile Smiles was a success despite the weather.

**12th Avenue Recreation Center:** The 12th Avenue Recreation Center averaged 23 students per day in the afterschool program. The program had a lower number due to a rise of COVID-19 number in elementary students. The Center also held an MLK Day Camp so children could have a fun and safe option when they are out of school. 19 Sports rented the facility and conducted a youth educational basketball league. The league lasted through January, averaging over 200 people per rental.

**Irving Recreation Center:** Irving Recreation Center had 9 facility rentals this month and hosted a Virtual School Daycamp for our After School Program students that attend Lincoln and Washington Elementary School. Students were unable to attend school due to numerous COVID-19 cases and also being short staffed. Irving hosted a few nights of Junior Jammer Basketball practice times for program participants. The Junior Jammer Basketball season started this month with games being played between Irving and Whittier Recreation Center.

**Whittier Recreation Center:**

The 2022 spring volleyball league opened for registration this month online and in person. This co-ed league is open for 2nd graders through 8th graders. Games are played during the week at the Whittier and Irving Recreational Centers. The league will begin after the winter basketball season concludes. Whittier Middle School basketball games held three games this month at the Center. The schools booster club is running the concession this season for the first time. The staff is here during the games to assist with any issues in the building. The after school program continued this month. We offered homework time, gym games, STEAM learning activities, board games, arts & crafts, movies, free meals/snacks and much more! The City of Norman Parks & Recreation Department has officially become a licensed DHS Community Hope Center and are now accepting DHS subsidy payments. The program is currently full with 30 students and there is a current waiting list. The clogging class was held on Tuesdays and Thursdays this month along with Tippi Toes who offered dance classes on Wednesday nights.

**FACILITY ATTENDANCE:**

	Month	Year to Date
Norman Senior Center	623	4,678
Little Axe Community Center	597	2,558
12th Avenue Recreation Center	1,840	10,427
Irving Recreation Center	1,040	9,430
Whittier Recreation Center	2,310	10,635
Reaves Center	300	2,100
Tennis Center	2,552	21,257

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Senior	925	873	785	759	713								4,055
Axe	75	69	95	768	622	432							1,961
twelveth	1,024	868	1,067	1,512	2,089	1,512							8,072
Irving	628	634	851	2,727	2,307	1,243							8,390
Whittier	500	255	1,320	1,730	2,185	2,335							8,325
Reaves	300	300	300	300	300	300							1,800
Tennis	3,844	3,038	3,570	3,280	2,844	2,129							18705

**JANUARY 2022**  
**PARK MAINTENANCE DIVISION**

Park Maintenance crews performed routine trash removal and leaf clean-up in City Parks as well as restroom/shelter cleaning & landscape maintenance in City Parks.

<b>SAFETY REPORT</b>	<b>FYE-22MTD</b>	<b>FYE-22YTD</b>		<b>FYE-21MTD</b>	<b>FYE-21YTD</b>
On-The-Job Injuries	0	0		1	5
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
<b>ROUTINE ACTIVITIES</b>	<b>Total Man Hours</b>	<b>Hours YEAR-TO-DATE</b>		<b>Total Man</b>	<b>Hours YEAR-TO-DATE</b>
Mowing	0.00	460.00		0.00	358.00
Trim Mowing	0.00	2763.50		20.00	2911.50
Chemical Spraying	1.00	291.00		38.00	261.00
Fertilization	0.00	16.00		0.00	12.00
Tree Planting	0.00	0.00		0.00	1.00
Tree & Stump Removal	18.00	69.00		0.00	36.00
Tree Trimming/Limb Pick-Up	18.00	370.00		551.00	2959.00
Restroom/Trash Maintenance	0.00	40.00		184.00	963.50
Play Equipment Maintenance	0.00	261.00		28.50	142.50
Sprinkler Maintenance	0.00	415.00		0.00	129.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	80.00	80.00		2.00	191.00
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	571.00		81.00	158.50
Park Development	0.00	104.00		0.00	0.00
Special Projects	35.00	38.00		0.00	268.50
Nursery Maintenance	12.00	12.00		0.00	0.00
Flower/Shrub Bed Maintenance	161.00	558.25		155.50	742.75
Seeding/Sodding	4.00	63.27		1.00	36.25
Ballfield Maintenance/Marking	4.00	4.00		0.00	50.00
Fence Repairs	12.00	40.00		96.50	454.50
Equipment Repairs/Maintenance	15.00	153.00		2.00	834.75
Material Pick-Up	0.00	0.00		4.00	46.50
Miscellaneous	0.00	0.00		0.00	461.00
Shop Time	0.00	278.00		0.00	111.00
Snow/Ice Removal	25.00	619.00		37.00	202.50
Christmas Lights	72.00	350.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	35.00	589.00		233.00	303.00
Graffiti Clean-Up	0.00	552.75		215.50	363.00
Water Fountains	0.00	156.00		20.00	62.25
Inground Trash	0.00	0.00		0.00	0.00
Vector Control	0.00	156.00		0.00	144.00

## **Park Planning Activities January, 2022**

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

Work continues on the park renovation by Flintco—to include the new roads, parking and four new playing fields. We have started to move out of the existing Park Maintenance buildings in Reaves Park and into their new home at North Base. Also, the Ball Clubs of Norman (the group that operates all of the baseball and softball leagues) are working to empty-out their batting cage building next to our maintenance facility. Once all operations are moved, Flintco will demolish the old Park Maintenance and batting cage facilities, to make way for the new 4-plex of T-ball fields in that area of the park. There will also be improvements made to the existing softball fields in the north end of the park, to prepare for play next season. All baseball and softball (both youth and adult) will now take place at Reaves Park, which will allow the conversion of the old fields at Griffin Park into soccer fields to proceed. The Reaves Park project is expected to be complete in winter/spring of 2022/23. We are also continuing to plan for the park's use for both Medieval Fair and Earth Day activities this spring in their usual locations in the southwest part of the park in the areas not being renovated with this project.

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

We have received bids for the playground replacement at Cherry Creek Park. This is one of the last of our parks with obsolete play equipment that needs full replacement. The new equipment will be placed in an area of synthetic turf surfacing and include a shade structure over the majority of the play area, as we have done at the other playground replacement projects in Norman Forward. We will prepare a contract with the successful bidder for an upcoming City Council meeting; and expect the work to occur in the spring.

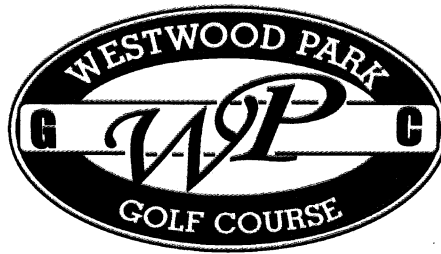
Staff has also prepared a survey for the neighborhoods that will be served by the new park located in the Summit Valley neighborhood, north of Highway 9 at 36<sup>th</sup> Avenue SE. This 6-acre site will serve those living in Summit Valley and Bellatona neighborhoods; and will be designed based on the input we receive from the survey.

### **Lions Park ADA Improvements:**

We are currently accepting proposals from contractors to make accessibility improvements to the facilities at Lions Park. We have worked with The McKinney Partnership, Architects to put together a design to renovate the restrooms and gazebo in the park to bring them up to current ADAAG specs, while also modifying the parking lot off of Pickard Avenue, to have the correct design for handicap parking spaces, and also replacing damaged sidewalk sections throughout the park. Bids are due on February 4; and we will prepare a contract and bond packet for the next available Council meeting to award the work and get it completed this winter/spring.



**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**



## JANUARY 2022

### Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JAN FYE'22	JAN FYE'21
Regular Green Fees	249	178
Senior Green Fees	161	130
Junior Fees	32	36
School Fees ( high school golf team players)	131	14
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	355	268
Employee Comp Rounds	172	98
Golf Passport Rounds	0	0
9-Hole Green Fee	38	42
2:00 Fees	1	0
4:00 Fees	131	117
Dusk Fees or 6:00 Fees	70	53
PGA Comp Rounds	0	6
*Rainchecks (not counted in total round count)	5	2
Misc Promo Fees (birthday, players cards, OU student)	359	221
Green Fee Adjustments (fee difference on rainchecks)	1	2
<b>Total Rounds</b> (*not included in total round count)	<b>1700</b>	<b>1165</b>
% change from FY '20	45.92%	
<b>Range Tokens</b>	<b>1749</b>	<b>903</b>
% change from FY '20	93.69%	
18 - Hole Carts	68	32
9 - Hole Carts	12	14
½ / 18 - Hole Carts	510	356
½ / 9 - Hole Carts	137	91
<b>Total Carts</b>	<b>727</b>	<b>493</b>
% change from FY '20	47.46%	
18 - Hole Trail Fees	1	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	1	0
9-Hole Senior Trail Fees	0	1
<b>Total Trail Fees</b>	<b>2</b>	<b>1</b>
% change from FY '20	100.00%	
<b>TOTAL REVENUE</b>	<b>\$48,763.98</b>	<b>\$60,005.66</b>
% change from FY '20	-18.73%	

**JANUARY 2022**  
**WESTWOOD GOLF DIVISION**  
**MONTHLY PROGRESS REPORT**

<b>SAFETY REPORT</b>	<b>FY 2022</b>	<b>FY 2022</b>	<b>FY 2021 MTD</b>	<b>FY 2021 YTD</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Injuries On The Job	0	0	0	2
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

**FINANCIAL INFORMATION**

	<b>FYE 2022</b>	<b>FYE 2022</b>	<b>FY 2021</b>	<b>FYE 2022</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$23,430.41	\$330,430.82	\$19,705.61	\$339,984.36
Driving Range	\$7,355.22	\$76,034.99	\$3,771.90	\$88,176.44
Cart Rental	\$12,854.27	\$187,274.01	\$9,747.22	\$194,607.29
Restaurant	\$4,873.22	\$110,640.63	\$6,788.44	\$91,121.17
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$158.91
Interest Earnings	\$250.86	\$1,180.28	\$156.48	\$1,088.00
<b>TOTAL INCOME</b>	<b>\$48,763.98</b>	<b>\$705,560.73</b>	<b>\$40,169.65</b>	<b>\$715,136.17</b>
Expenditures	\$69,697.15	\$791,142.75	\$52,955.62	\$573,645.73
Income vs Expenditures	<b>(\$20,933.17)</b>	<b>(\$85,582.02)</b>	<b>(\$12,785.97)</b>	<b>\$141,490.44</b>
Rounds of Golf	1700	22048	1165	22685

All of the turfgrass on the golf course is dormant and Staff has been taking care of off-season maintenance projects at the golf course. The irrigation pump station main manifold was disassembled, inspected, determined to be inoperative, re-built locally and has been assembled back in the pumpstation and is now in working order. The shed recovered from the old detention center is now heated and all turf chemicals are stored inside, organized and accounted for which allows us to use the FIFO method, which is an efficient way of using the inventory of turf products. The #3 drainage pipe project is still in progress with stock piling some of the topsoil for use during bunker renovations in the foreseeable future, weather permitting. Currently, Staff is cleaning, sanding and painting some golf course accessories before they are ready for the upcoming golf season.

JANUARY 2022  
WESTWOOD POOL  
MONTHLY REPORT

FINANCIAL INFORMATION

	<b>FY2022 MTD</b>	<b>FY2022 YTD</b>	<b>FY2021 TOTAL</b>
Swim Pool Passes	\$4,054.50	\$7,674.50	\$191,747.00
Swim Pool Gate Admission	\$0.00	\$382,084.00	\$284,993.00
Swim Lesson Fees	\$1,470.00	\$8,387.00	\$33,547.50
Pool Rental	\$0.00	\$41,812.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$1,140.00	\$2,960.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$213,671.52	\$127,066.89
<b>TOTAL INCOME</b>	<b>\$6,664.50</b>	<b>\$656,589.02</b>	<b>\$671,977.61</b>
Expenditures	\$21,321.62	\$778,403.62	\$624,044.12
<b>Income versus Expenditures</b>	<b>(\$14,657.12)</b>	<b>(\$121,814.60)</b>	<b>\$84,856.65</b>

ATTENDANCE INFORMATION

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

## **FACILITY MAINTENANCE**

**9B**

**City of Norman Facility Maintenance  
January 2022 Monthly Hourly Materials Cost Report**

<b>Location</b>	<b>Labor Hrs</b>	<b>Labor Cost</b>	<b>Materials Cost</b>	<b>Total</b>
<b>Misc</b>				
Facility Maint	0.00	\$0.00	\$163.96	\$163.96
Bldg A	0.00	\$0.00	\$550.00	\$550.00
Bldg B	0.00	\$0.00	\$579.49	\$579.49
Library	0.00	\$0.00	\$675.00	\$675.00
<b>Total</b>	<b>0.00</b>	<b>\$0.00</b>	<b>\$1,968.45</b>	<b>\$1,968.45</b>
<b>Electrical</b>				
Facility Maint	21.00	\$695.17	\$353.85	\$1,049.02
City Hall	73.50	\$2,421.55	\$4,671.79	\$7,093.34
Bldg A	6.00	\$199.28	\$0.00	\$199.28
Bldg B	3.00	\$99.64	\$133.38	\$233.02
Bldg C	8.50	\$282.19	\$81.51	\$363.70
Library	11.00	\$360.47	\$0.00	\$360.47
Animal Welfare	1.00	\$32.70	\$223.16	\$255.86
Pistol Range	3.00	\$98.10	\$0.00	\$98.10
NIC	1.50	\$50.21	\$0.00	\$50.21
Fire Stations	10.50	\$344.89	\$131.19	\$476.08
Parks	30.50	\$1,020.84	\$1,040.15	\$2,060.99
Rec Centers	14.00	\$467.04	\$221.54	\$688.58
Senior Center	8.00	\$267.76	\$213.94	\$481.70
WW Golf	7.00	\$234.29	\$194.89	\$429.18
WW Tennis	4.00	\$130.80	\$0.00	\$130.80
Sanitation	8.00	\$266.22	\$0.00	\$266.22
Traffic	1.00	\$32.70	\$0.00	\$32.70
Fleet	30.00	\$981.77	\$0.00	\$981.77
WTP	16.50	\$552.26	\$139.65	\$691.91
WRF	17.50	\$572.25	\$0.00	\$572.25
<b>Total</b>	<b>275.50</b>	<b>\$9,110.13</b>	<b>\$7,405.05</b>	<b>\$16,515.18</b>

**City of Norman Facility Maintenance  
January 2022 Monthly Hourly Materials Cost Report**

**HVAC**

Facility Maint	19.00	\$608.80	\$1,880.16	\$2,488.96
City Hall	32.00	\$1,036.40	\$3,958.59	\$4,994.99
Bldg A	14.00	\$447.80	\$154.88	\$602.68
Bldg B	18.00	\$568.60	\$0.00	\$568.60
Bldg C	24.00	\$764.80	\$0.00	\$764.80
Library	8.00	\$241.60	\$0.00	\$241.60
Animal Welfare	1.00	\$30.20	\$0.00	\$30.20
Shooting Range	2.00	\$60.40	\$0.00	\$60.40
NIC	28.00	\$905.60	\$127.87	\$1,033.47
Fire Admin	4.00	\$120.80	\$0.00	\$120.80
Fire Stations	13.00	\$405.10	\$0.00	\$405.10
Parks	16.00	\$508.20	\$0.00	\$508.20
Rec Centers	18.00	\$553.60	\$0.00	\$553.60
Senior Center	4.00	\$120.80	\$0.00	\$120.80
Sooner Theater	2.00	\$60.40	\$0.00	\$60.40
Firehouse Art	8.00	\$261.60	\$0.00	\$261.60
Historical House	2.00	\$60.40	\$0.00	\$60.40
WW Golf	4.00	\$120.80	\$0.00	\$120.80
WW Tennis	4.00	\$120.80	\$0.00	\$120.80
Sanitation	6.00	\$11.20	\$0.00	\$11.20
Traffic	1.00	\$30.20	\$0.00	\$30.20
Streets	14.00	\$442.80	\$0.00	\$442.80
Stormwater	4.00	\$120.80	\$0.00	\$120.80
Line Maint	6.00	\$181.20	\$0.00	\$181.20
Fleet	14.00	\$427.80	\$0.00	\$427.80
WTP	10.00	\$302.00	\$0.00	\$302.00
WRF	17.00	\$518.40	\$0.00	\$518.40

<b>Total</b>	<b>293.00</b>	<b>\$9,201.10</b>	<b>\$6,121.50</b>	<b>\$15,322.60</b>
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**City of Norman Facility Maintenance  
January 2022 Monthly Hourly Materials Cost Report**

**Plumbing**

Facility Maint	171.00	\$5,684.61	\$362.05	\$6,046.66
City Hall	2.00	\$62.86	\$0.00	\$62.86
Bldg A	8.00	\$251.44	\$0.00	\$251.44
Bldg B	22.00	\$691.46	\$41.03	\$732.49
Bldg C	5.00	\$159.19	\$0.00	\$159.19
Library	35.00	\$1,104.13	\$690.02	\$1,794.15
Animal Welfare	3.50	\$110.01	\$0.00	\$110.01
NIC	21.00	\$662.07	\$505.71	\$1,167.78
Fire Stations	6.00	\$190.62	\$0.00	\$190.62
Parks	5.00	\$161.23	\$190.35	\$351.58
Rec Centers	4.00	\$125.72	\$521.82	\$647.54
Senior Center	5.00	\$159.19	\$26.25	\$185.44
WW Tennis	4.00	\$125.72	\$0.00	\$125.72
Sanitation	2.00	\$62.86	\$91.44	\$154.30
Line Maint	3.00	\$94.29	\$0.00	\$94.29
Stormwater	2.00	\$62.86	\$9.64	\$72.50
Fleet	5.00	\$157.15	\$44.20	\$201.35
WTP	0.00	\$0.00	\$175.00	\$175.00
WRF	0.00	\$0.00	\$4.65	\$4.65

<b>Total</b>	<b>303.50</b>	<b>\$9,865.41</b>	<b>\$6,226.16</b>	<b>\$12,527.57</b>
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**City of Norman Facility Maintenance  
January 2022 Monthly Hourly Materials Cost Report**

**Custodial**

<b>City Hall</b>	<b>134.00</b>	<b>\$2,356.72</b>	<b>\$722.22</b>	<b>\$3,078.94</b>
<b>Bldg A</b>	<b>134.00</b>	<b>\$2,356.72</b>	<b>\$459.72</b>	<b>\$2,816.44</b>
<b>Bldg B</b>	<b>194.00</b>	<b>\$3,233.32</b>	<b>\$380.97</b>	<b>\$3,614.29</b>
<b>Bldg C</b>	<b>134.00</b>	<b>\$2,356.72</b>	<b>\$459.72</b>	<b>\$2,816.44</b>
<b>Library</b>	<b>8.00</b>	<b>\$203.92</b>	<b>\$104.00</b>	<b>\$307.92</b>
<b>Fire Stations</b>	<b>16.00</b>	<b>\$407.84</b>	<b>\$1,164.18</b>	<b>\$1,572.02</b>

<b>Total</b>	<b>620.00</b>	<b>\$10,915.24</b>	<b>\$3,290.81</b>	<b>\$14,206.05</b>
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<b>Total</b>	<b>1492.00</b>	<b>\$39,091.88</b>	<b>\$21,447.97</b>	<b>\$60,539.85</b>
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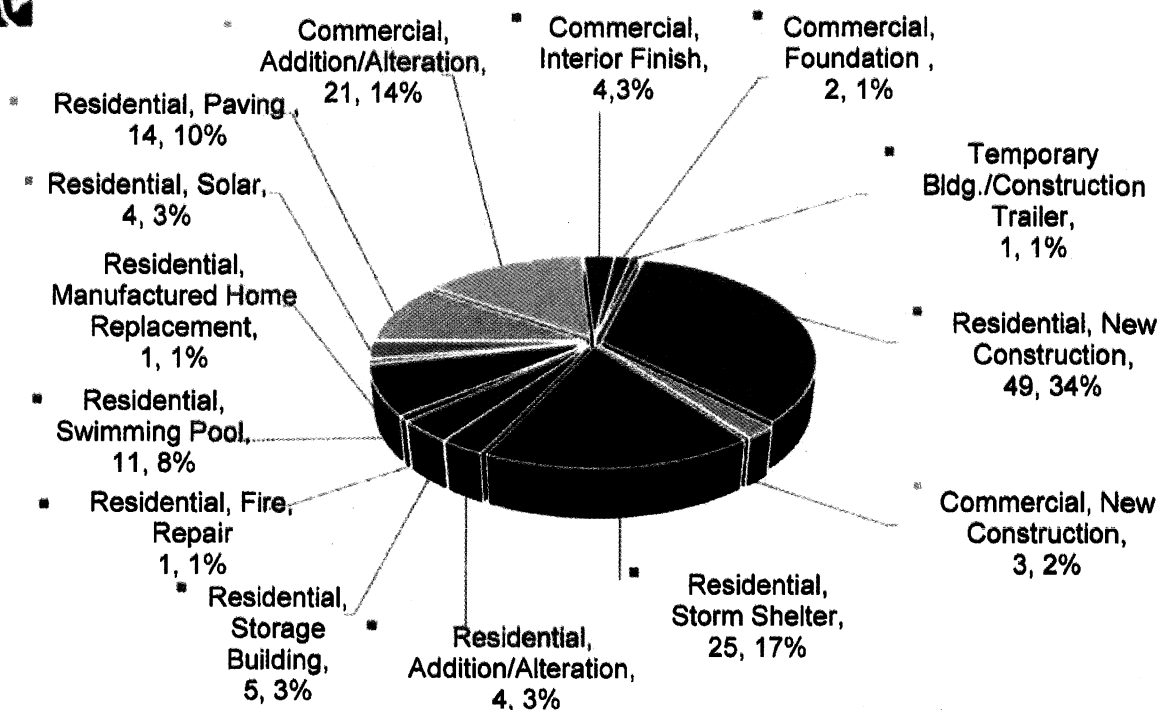
**PLANNING AND COMMUNITY DEVELOPMENT 10**



# CITY OF NORMAN

## DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

### JANUARY 2022 REPORT



Permit Type	Count	Valuation
Residential, New Construction	49	\$ 14,264,557
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	3	\$ 5,557,000
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	0	\$ -
Residential, Storm Shelter	25	\$ 92,190
Residential, Addition/Alteration	4	\$ 95,801
Residential, Carport	0	\$ -
Residential, Storage Building	5	\$ 284,390
Residential, Fire Repair	1	\$ 20,000
Residential, Swimming Pool	11	\$ 811,535
Residential, Manufactured Home Repl	1	\$ 89,635
Residential, Solar	4	\$ 156,458
Residential, Paving	14	\$ 344,293
Commercial, Addition/Alteration	21	\$ 43,873,470
Commercial, Interior Finish	4	\$ 1,489,600
Commercial, Fire Repair	0	\$ -
Commercial, Foundation	2	\$ 208,200
Temporary Bldg./Construction Trailer	1	\$ 10,000
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	0	\$ -
Group Quarters	0	\$ -
<b>Total</b>	<b>145</b>	<b>\$ 67,297,129</b>



**CITY OF NORMAN**  
**Building Permit Activity-JANUARY 2022**

	DESCRIPTION	2022 YEAR TO-DATE	VALUATION	2021 TOTALS	2021 TOTAL VALUATION
	Residential, New Construction.....	49	\$ 14,264,557	559	\$ 171,447,259
	Residential, New Dwelling Unit Attached.....	0	\$ -	0	\$ -
	Residential, New Manufactured Home.....	0	\$ -	2	\$ 65,000
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -
	Residential Duplex, New Construction.....	0	\$ -	2	\$ 400,000
	Residential, Garage Apartment.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 3-4 DU.....	0	\$ -	1	\$ 750,000
	Multi-Family, New Construction 5+ DU.....	0	\$ -	9	\$ 22,230,000
	Multi-Family, Fire Repair.....	0	\$ -	13	\$ 284,798
	Multi-Family, Foundation.....	0	\$ -	3	\$ 170,000
	Multi-Family, Addition/Alteration.....	0	\$ -	2	\$ 16,000
	Residential, Addition/Alteration.....	4	\$ 95,801	185	\$ 11,219,201
	Residential, Carport.....	0	\$ -	4	\$ 73,710
	Residential, Storm Shelter.....	25	\$ 92,190	307	\$ 1,174,221
	Residential, Storage Building.....	5	\$ 284,390	141	\$ 4,708,996
	Residential, Fire Repair.....	1	\$ 20,000	31	\$ 1,558,116
	Residential, Swimming Pool.....	11	\$ 811,535	145	\$ 9,332,054
	Residential, Manufactured Home Replacement	1	\$ 89,635	7	\$ 582,151
	Residential, Solar.....	4	\$ 156,458	16	\$ 481,303
	Residential, Paving.....	14	\$ 344,293	111	\$ 1,737,557
	Group Quarters.....			0	\$ -
	<b>TOTAL</b>	<b>114</b>	<b>\$ 16,158,859</b>	<b>1538</b>	<b>\$ 226,210,366</b>
<b>NON-RESIDENTIAL</b>	Commercial, New Construction.....	3	\$ 5,557,000	51	\$ 263,453,985
	Commercial, New Shell Building.....	0	\$ -	11	\$ 9,242,000
	Commercial, Addition/Alteration.....	21	\$ 43,873,470	143	\$ 45,783,076
	Commercial, Interior Finish.....	4	\$ 1,489,600	40	\$ 3,374,700
	Commercial, New Foundation.....	2	\$ 208,200	7	\$ 10,740,000
	Commercial, Fire Repair.....	0	\$ -	8	\$ 888,000
	Commercial, Parking Lot.....	0	\$ -	7	\$ 682,640
	Commercial, Temporary Bldg./Const Trailer....	1	\$ 10,000	29	\$ 351,391
	<b>TOTAL</b>	<b>31</b>	<b>\$ 51,138,270</b>		<b>\$ 334,515,792</b>
<b>OTHER ACTIVITY</b>	Electrical Permits.....	159		1663	
	Heat/Air/Refrigeration Permits.....	115		1405	
	Plumbing and Gas Permits.....	165		1891	
	Sign Permits.....	19		475	
	Water Well Permits.....	2		44	
	Garage Sale Permits.....	4		782	
	Structure Moving Permits.....	3		16	
	Demo-Residential Permits.....	0		31	
	Demo-Non-Residential Permits.....	0		10	
	Temp. Const. Bldgs. & Roll-off Permits.....	12		173	
	Lot Line Adjustments Filed.....	2		25	
	Certificate of Occupancy (CO).....	69		1070	
	All Field Inspections.....	2215		27583	
	Net Residential Demos & Removals.....	0		-28	
	<b>TOTAL VALUATION</b>		<b>\$ 67,297,129</b>		<b>\$ 560,726,158</b>

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

**NON-RESIDENTIAL BUILDING PERMITS**  
**Issued January 2022- 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, ADDIALT	OWNER	HUMBLE GROUND CULTIVATION	27	1/14/2022	1824		JATHESON	DR	4	2	NORTHBRIDGE IND PARK	I1	\$ 75,000	1527
COMMERCIAL, ADDIALT	GRAHAM GENERAL CONTRACTOR	TRUE SKY CREDIT CANOPY REPLACEMENT	66	1/24/2022	1212 W		LINDSEY	ST		1	MCDONALDS ADD #1	C1	\$ 100,000	1820
COMMERCIAL, ADDIALT	NEXIUS	AT & T ANTENNAS	109	1/18/2022	3099		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$ 49,500	180
COMMERCIAL, ADDIALT	BILL STEWART CONST, LLC.	EDWARD JONES INVESTMENTS	141	1/21/2022	1017		24TH	AVE	1017	5	WESTPORT PROFESSIONAL PARK	C1	\$ 88,570	1400
COMMERCIAL, ADDIALT	SABRE INDUSTRIES	T-MOBILE ANTENNAS	195	1/24/2022	5511 E		LINDSEY	ST	36	2W	NOT SUBDIVIDED	A2	\$ 16,000	20
COMMERCIAL, ADDIALT	MUIRFIELD HOMES	MUIRFIELD HOMES OFFICE	234	1/25/2022	1820 W		TECUMSEH	RD	11	7	NORTHBRIDGE IND PARK #3	I1	\$ 28,400	710
COMMERCIAL, ADDIALT	EASTEX TOWER, LLC.	VERIZON ANTENNA UPGRADE	287	1/25/2022	2451		VAN BUREN	ST	2	1	PRESIDENTIAL #6	C2	\$ 25,000	25
COMMERCIAL, ADDIALT	OWNER	MOORE NORMAN TECHNOLOGY CENTER TRAINING ROOM REMODEL	330	1/31/2022	5200		12TH	AVE	1	3W	NOT SUBDIVIDED	A2	\$ 60,000	893
COMMERCIAL, ADDIALT	OWNER	SUFEE DISPENSARY	335	1/31/2022	1045 N		FLOOD	AVE	X	8	NOT SUBDIVIDED	C2	\$ 30,000	1469
COMMERCIAL, ADDIALT	CLARK CONSTRUCTION, INC.	SOUTHWESTERN WIRE -EQUIPMENT SHELTER ADDITION	1989	1/28/2022	3505		INTERSTATE	DR		1	THEDFORD AMENDED	I2	\$ 180,000	8080
COMMERCIAL, ADDIALT	JE DUNN CONSTRUCTION CO	NORMAN REGIONAL HOSPITAL SOUTH - PARKING GARAGE ADDN	4314	1/11/2022	3250		HEALTHPLEX	PKY	290	2	NRH MEDICAL PARK WEST #2	PUD	\$ 18,000,000	259000
COMMERCIAL, ADDIALT	MANHATTAN CONSTRUCTION	ABSENTEE ADDITION - PRIMARY BEHAVIOR AND DENTAL CARE	4817	1/6/2022	15951		LITTLE AXE	DR	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 17,998,000	53482
COMMERCIAL, ADDIALT	MANHATTAN CONSTRUCTION	ABSENTEE FACILITIES MAINTENANCE ADDITION	4818	1/6/2022	15951		LITTLE AXE	DR	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 1,943,000	2272
COMMERCIAL, ADDIALT	MANHATTAN CONSTRUCTION	ABSENTEE IMAGING LAB ADDITION	4819	1/6/2022	15951		LITTLE AXE	DR	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 2,552,000	20151
COMMERCIAL, ADDIALT	MANHATTAN CONSTRUCTION	ABSENTEE PHARMACH ADDITION	4820	1/6/2022	15951		LITTLE AXE	DR	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 2,335,000	5067
COMMERCIAL, ADDIALT	SBA COMMUNICATIONS CORPORATION	T-MOBILE/SPRINT ANTENNAS	5287	1/3/2022	1215		CROSSROADS	BLVD	3	1	CROSSROADS BLVD ADD	C2	\$ 25,000	100
COMMERCIAL, ADDIALT	DUGAN BUILDING COMPANY	INTEGRIS URGENT CARE REMODEL	5430	1/14/2022	1431		24TH	AVE	1	1	UNIVERSITY NORTH PARK SEC 5	PUD	\$ 610,000	3878
COMMERCIAL, ADDIALT	CAPITAL TOWER & COMMUNICATIONS	US CELLULAR ANTENNAS	5453	1/4/2022	3089 E		MIHOFF	RD	3	2W	NOT SUBDIVIDED	C0	\$ 18,000	15
COMMERCIAL, ADDIALT	KJ HOWARD CONSTRUCTION	BUFFALO WILD WINGS RENOVATION	5586	1/14/2022	3010		CLASSEN	BLVD	1A	1	EMPIRE ADDITION	C2	\$ 500,000	7374
COMMERCIAL, ADDIALT	EAST VILLAGE @ 12TH AVE, LLC.	TATSUMAKI RAMEN EXPANSION	5128	1/14/2022	1300		12TH	AVE	2		EAST VILLAGE	PUD	\$ 20,000	3700
COMMERCIAL, ADDIALT	BLOOM GC LLC.	THE PLAY PIT RENOVATION	5801	1/5/2022	225 E		MAIN	ST	13	14	NORMAN, ORIGINAL TOWNSHIP	NA	\$ 120,000	8841
COMMERCIAL, FOUNDATION PERMIT	WINDSTONE CONSTRUCTION	J. FORD DOWNTOWN FOUNDATION	65	1/14/2022	231 W		MAIN	ST	15	72	NORMAN, ORIGINAL TOWNSHIP	CCFB	\$ 43,200	5400
COMMERCIAL, FOUNDATION PERMIT	OWNER	BELLWOOD LLC BUILDING #3	5712	1/6/2022	4208		28TH	AVE	1	2	PEPCO INDUSTRIAL PARK PHASE 1	I1	\$ 185,000	17476
COMMERCIAL, INTERIOR FINISH	CADDELL & CO. L.L.C.	MIKE JOLLY INVESTMENTS	2852	1/11/2022	3408		36TH	AVE	2	1	JOLLEY ADDN (REPLT OF OLIVET)	C1	\$ 30,000	1380
COMMERCIAL, INTERIOR FINISH	TC GRISSOM BUILDING CO.	OU MEDICINE PEDIATRIC SPECIALTY	4183	1/3/2022	3421		24TH	AVE	3B	1	UNIVERSITY NORTH PARK PROF. CTR	PUD	\$ 489,600	4886
COMMERCIAL, INTERIOR FINISH	BIG ENTERPRISES, INC.	PAPA HONNS CARRY-OUT RESTAURANT	5262	1/20/2022	1915		CLASSEN	BLVD	1	1	CLASSEN LANDING ADDITION	C2	\$ 200,000	1796
COMMERCIAL, INTERIOR FINISH	COUGAR CONSTRUCTION CORP	PULMONOLOGY CLINIC	5802	1/12/2022	3151		HEALTHPLEX	DR	34A	8	MEDICAL PARK WEST SEC 5	PUD	\$ 790,000	8313
COMMERCIAL, NEW CONSTRUCTION	CONNECT CONSTRUCTION SERVICES	ABSENTEE SHAWNEE STORAGE BUILDING	4182	1/6/2022	15951		LITTLE AXE	DR	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 3,500,000	13528
COMMERCIAL, NEW CONSTRUCTION	COIL CONSTRUCTION	CLUB CAR WASH	4543	1/20/2022	2331		36TH	AVE	3	1	PRAIRIE CREEK #5	C1	\$ 2,000,000	9655
COMMERCIAL, NEW CONSTRUCTION	BETTER BARNS	3 PONDS LLC WATER TREATMENT BUILDING	5157	1/14/2022	4520 E		FRANKLIN	RD	11	2W	NOT SUBDIVIDED	A2	\$ 57,000	720
TEMPORARY BLDG/CONST TRAILER	MANHATTAN CONSTRUCTION	ABSENTEE SHAWNEE CONSTRUCTION TRAILER	150	1/18/2022	15951		LITTLE AXE	DR	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 10,000	1440

**TOTAL PERMITS**

**31**

**AVERAGE VALUATION**

**\$1,650**

**AVERAGE PROJECT AREA**

**14,330**

**TOTAL VALUATION**

**\$51,138,270**

**TOTAL PROJECT AREA**

**444,239**

Permit Type	Permit Counts	Valuation	Building Size (SF)	Use/Classification	Business
COMMERCIAL, ADDIALT	21	\$ 43,873,470	15,528	INSTITUTIONAL	ABSENTEE SHAWNEE STORAGE BUILDING
COMMERCIAL, FOUNDATION PERMIT	2	\$ 208,200	5,655	COMMERCIAL	CLUB CAR WASH
COMMERCIAL, FIRE REPAIR	0	\$ -	720	INDUSTRIAL	3 PONDS LLC WATER TREATMENT BUILDING
COMMERCIAL, INTERIOR FINISH	4	\$ 1,489,600			
COMMERCIAL, NEW CONSTRUCTION	3	\$ 5,557,000			
COMMERCIAL, NEW SHELL BLDG	0	\$ -			
COMMERCIAL, PARKING LOT	0	\$ -			
TEMPORARY BLDG/CONST TRAILER	1	\$ 10,000			
<b>TOTAL</b>	<b>31</b>	<b>\$ 51,138,270</b>			



City of Norman  
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS  
Issued January 2022 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Sub	Lot	Block	Subdivision	Zoning	Valuation	Project	Area	KW	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	15	1/14/2022	2813	EDGEWATER	CT	4	1	SUMMIT LAKES ADD #1	R1	\$	3,100	32
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	17	1/11/2022	2505	GA ZUMP	DR	16	1	TRAILWOODS SEC 2	PUD	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	44	1/5/2022	4300	FOX CROFT	RD	2	2W	HUNTERS GLEN ESTATE (SURVEY)	A2	\$	3,495	48
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	62	1/10/2022	3800	MANDERLY	PL	10	5	BELLATONA SEC. #1	R1	\$	3,100	21
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	91	1/13/2022	3101	WISTER	RD	1	1	GREENLEAF TRAILS ADD 11	PUD	\$	2,500	21
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	93	1/13/2022	821	MOUNT IRVING	WAY	11	1	RED CANYON RANCH SEC 7	PUD	\$	2,500	21
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	94	1/13/2022	4006	STABLE	DR	37	2	ROCK CREEK POLO CLUB	R1	\$	3,900	35
1 & 2 FAMILY STORM SHELTER	BIGGS BACKHOE, INC	102	1/14/2022	3125	STONE CREEK	DR	26	1	STONE LAKE	R1	\$	4,400	70
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	111	1/13/2022	2512	TRAILWOOD	DR	4	1	TRAILWOODS SEC 4	PUD	\$	4,400	28
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	117	1/18/2022	3116	TAYPORT	ST	5	1	HAWTHORNE PLACE ADD	R1	\$	3,500	36
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	120	1/12/2022	2504	HALIFAX	WAY	21	1	HAWTHORNE PLACE ADD	R1	\$	3,500	32
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	142	1/14/2022	1902	PROVIDENCE	DR	11	4	HALLBROOK ADD #6	R1	\$	4,900	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	172	1/19/2022	1409	CENTRAL	PKWY	13	2	PARK PLACE ADD #3	R1	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	178	1/24/2022	3117	RED CEDAR	WAY	4	2	GREENLEAF TRAILS ADD 10	PUD	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	186	1/19/2022	3635	MANDERLY	PL	6	8	BELLATONA SEC. #1	R1	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	210	1/19/2022	501	DAYFLOWER	LJN	16	3	POPPY GROVE SEC 2	R1	\$	3,500	46
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	244	1/27/2022	3007	WISTER	RD	12	3	GREENLEAF TRAILS ADD 11	PUD	\$	2,500	21
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	255	1/25/2022	2705	FAIRFIELD	DR	2	3B	BROAD ACRES ADD SEC 2-AMENDED	R1	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	STORM SAFE SHELTER, LLC	284	1/31/2022	725	CAROLYN RIDGE	RD	1	2	RED CANYON RANCH SEC 1	PUD	\$	4,600	35
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	285	1/26/2022	2801	CREEKVIEW	TER	54	1	EAST RIDGE ADD #03	R1	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	290	1/26/2022	516	TALON	DR	2	4	EAGLE CLIFF SOUTH ADD #5	R1	\$	3,700	32
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	301	1/26/2022	105	RIDGE LAKE	BLVD	2	2	SUMMIT LAKES ADD #3	R1	\$	2,695	32
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	327	1/28/2022	7610	ROCK CREEK	RD	20	1W	NOT SUBDIVIDED	A2	\$	3,800	32
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	363	1/31/2022	911	MOUNT IRVING	WAY	8	1	RED CANYON RANCH SEC 7	PUD	\$	2,500	21
1 & 2 FAMILY STORM SHELTER	SILVERDALE HOMES, LLC	378	1/28/2022	3512	TRADITIONS	TR	10	2	VINTAGE CREEK ADDITION	PUD	\$	8,500	32
1 & 2 FAMILY, ADD OR ALTER	OUTBACK CONCEPTS	10	1/14/2022	2	BRYARWOOD	PL	11	21	WESTWOOD ESTATES	R1	\$	15,801	380
1 & 2 FAMILY, ADD OR ALTER	TUCKER HOUSE, LLC	101	1/14/2022	3403	36TH	AVE	14	2W	NOT SUBDIVIDED	A2	\$	25,000	721
1 & 2 FAMILY, ADD OR ALTER	BLOOM CC LLC	277	1/26/2022	429	CHAUTAUQUA	AVE	7	1	ROSS ADDITION	R1	\$	15,000	200
1 & 2 FAMILY, ADD OR ALTER	JBS REMODELING & CONST. LLC	5557	1/3/2022	846	FLOOD	AVE	47	10	PARSONS ADDITION	R1	\$	40,000	256
1 & 2 FAMILY, FIRE REPAIR	AFFORDABLE CONSTRUCTION CO	151	1/18/2022	9200	MONTROSE	CIR	1	1	CAMBRIDGE ADD #3	R1	\$	20,000	200
1 & 2 FAMILY, PAVING	S & S POOLS	2	1/14/2022	4408	SARATOGA	DR	10	2	CAMBRIDGE PLACE #4	RW6	\$	219,000	265
1 & 2 FAMILY, PAVING	VANCE CONSTRUCTION SERVICES	4	1/5/2022	1616	CHAUTAUQUA	AVE	5	5	VALLEY VIEW ADD	R1	\$	5,700	410
1 & 2 FAMILY, PAVING	ROBINNETTS REMODELING, LLC	8	1/6/2022	1403	GARFIELD	AVE	17	6	HARDIE RUCKER ADDITION	R1	\$	7,015	981
1 & 2 FAMILY, PAVING	HARALSON RENOVATIONS	24	1/5/2022	1702	CANTERSBURY	ST	6	9	WOODSLAWN ADD #3	R1	\$	10,900	500
1 & 2 FAMILY, PAVING	HARALSON RENOVATIONS	25	1/5/2022	1627	CANTERSBURY	ST	51	10	WOODSLAWN ADD #3	R1	\$	4,900	500
1 & 2 FAMILY, PAVING	A & L CONCRETE	31	1/7/2022	617	BIRCH	DR	15	3	WILLOW BROOK ADD	R1	\$	7,200	674
1 & 2 FAMILY, PAVING	BROWN, RANDY	194	1/26/2022	1201	CHERRY LAUREL	DR	24	12	COLLEGE MANOR	R1	\$	28,000	2500
1 & 2 FAMILY, PAVING	OWNER	202	1/21/2022	10305	141ST	AVE	8	3	PRIDE #034	A2	\$	12,500	2250
1 & 2 FAMILY, PAVING	FRANKE JR, UREL	232	1/28/2022	210	MOBIE	ST	5	24	HIGHLAND ADDITION	R2	\$	6,800	1000
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	259	1/25/2022	2616	SUMMIT CROSSING	PKY	3	4	SUMMIT LAKES ADD #11	R1	\$	4,600	490
1 & 2 FAMILY, PAVING	TMC CONSTRUCTION	316	1/31/2022	1102	MERRYMEN GREEN	9	3	SHERWOOD FOREST #2	R1	\$	15,278	1900	
1 & 2 FAMILY, PAVING	BLUESTEM BUILD LLC	332	1/31/2022	1103	PONCA	AVE	32	2W	NOT SUBDIVIDED	R1	\$	5,000	350
1 & 2 FAMILY, PAVING	LAW CONSTRUCTION	4644	1/5/2022	3000	MARGOLD	TRL	8	2	TRAILS ADD #3	R1	\$	7,900	1500
1 & 2 FAMILY, PAVING	LAW CONSTRUCTION	4645	1/5/2022	2900	MARGOLD	TRL	8	2	TRAILS ADD #3	R1	\$	13,000	2500
1 & 2 FAMILY, SOLAR	MARC JONES CONSTRUCTION, LLC	30	1/6/2022	1520	WINDSOR	WAY	2	6	MEADOW PARK ADD	RE	\$	27,050	3
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	271	1/25/2022	1503	GLENDALE	RD	25	2	SOUTHERN SHORES ADDITION	RE	\$	20,126	8
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	365	1/28/2022	4409	BRIARCREST	DR	1	2	BROOKHAVEN #14	R1	\$	50,915	11
1 & 2 FAMILY, SOLAR	MARC JONES CONSTRUCTION, LLC	5727	1/6/2022	1432	HAVERHILL	CIR	2	3	QUEENSTON HEIGHTS	R1	\$	58,387	9
1 & 2 FAMILY, STORAGE BLDG	OWNER	20	1/6/2022	7601	ETOWAH	RD	19	1W	NOT SUBDIVIDED	A2	\$	4,000	440
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	21	1/14/2022	3402	WILLOW ROCK	RD	1	2	CROSSROADS WEST #1	R1	\$	10,000	200
1 & 2 FAMILY, STORAGE BLDG	POWER ROOFING & CONSTRUCTION	69	1/20/2022	5311	TECUMSEH	RD	9	3W	NOT SUBDIVIDED	A2	\$	250,000	5000
1 & 2 FAMILY, STORAGE BLDG	OWNER	98	1/19/2022	620	48TH	AVE	35	2W	NOT SUBDIVIDED	A2	\$	15,000	1200
1 & 2 FAMILY, STORAGE BLDG	BARGAIN BARNS & BUILDINGS, LLC	5810	1/10/2022	832	TOLLUE	DR	4	5	HANLY ADD	R1	\$	5,390	240
1 & 2 FAMILY, SWIMMING POOL	ASL POOLS & SPAS	8	1/6/2022	7050	120TH	AVE	36	1W	NOT SUBDIVIDED	A2	\$	57,800	802
1 & 2 FAMILY, SWIMMING POOL	OKC POOL SERVICES	22	1/6/2022	3921	PIMLICO	DR	15	1	CARRINGTON PLACE ADD #5	R1	\$	65,000	905
1 & 2 FAMILY, SWIMMING POOL	PROTERRA POOLS, LLC	23	1/6/2022	5700	BROADWAY	DR	6	2W	NOT SUBDIVIDED	A2	\$	80,000	750
1 & 2 FAMILY, SWIMMING POOL	AQUATIC DESIGNS POOL & SPA	28	1/5/2022	5350	TECUMSEH	RD	13	2W	NOT SUBDIVIDED	A2	\$	79,000	1808
1 & 2 FAMILY, SWIMMING POOL	AQUATIC DESIGNS POOL & SPA	29	1/5/2022	405	VILLAGE LAKE	DR	20	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$	79,000	1190
1 & 2 FAMILY, SWIMMING POOL	C W POOLS	37	1/21/2022	3755	BLACK MEBA	RD	3	5	RED CANYON RANCH SEC 6	PUD	\$	30,000	624
1 & 2 FAMILY, SWIMMING POOL	DUNFORD POOLS	325	1/27/2022	4510	CRITTENDEN	DR	1	2	ASHTON GROVE ADD SEC 2	PUD	\$	111,000	600
1 & 2 FAMILY, SWIMMING POOL	DUNFORD POOLS	380	1/31/2022	4503	ESCALON	DR	22	2	LAS COLUMBAS SEC. #1	R1	\$	104,350	1082
1 & 2 FAMILY, SWIMMING POOL	PREMIER POOLS AND SPAS	3620	1/18/2022	625	SUMMIT HOLLOW	DR	3	1	SUMMIT LAKES ADD #8	R1	\$	30,000	530
1 & 2 FAMILY, SWIMMING POOL	LIQUID ASSETS POOLS & SPA LLC	5664	1/21/2022	1901	QUAIL CREEK	DR	7	2	QUAIL CREEK ACRES #1	RE	\$	65,725	480
1 & 2 FAMILY, SWIMMING POOL	BLUE HAVEN POOLS OF OK	5722	1/6/2022	7675	LETT	CIR	25	1W	LETT FARMS COB	A2	\$	100,860	957
1 FAMILY, MANUF HOME REPLACE	OWNER	6	1/11/2022	4110	INDIAN POINT	CIR	8	2	INDIAN POINT ESTATES	RE	\$	89,635	1210

1 FAMILY, NEW CONSTRUCTION	TRIPLE CROWN DESIGNS	32	1/12/2022	1404	MONTEREY	DR	8	4	MONTEREY ADD #2	PUD	\$	270,000	3314
1 FAMILY, NEW CONSTRUCTION	TRIPLE CROWN DESIGNS	33	1/14/2022	3918	CATALINA	CT	13	1	MONTEREY ADD #2	PUD	\$	270,000	2840
1 FAMILY, NEW CONSTRUCTION	STONEWALL HOMES, LLC	43	1/11/2022	5512	RAWHIDE	RD	11	5	GLENRIDGE SEC. #2	PUD	\$	500,000	9761
1 FAMILY, NEW CONSTRUCTION	MORTON BUILDINGS, INC	45	1/7/2022	4001	HERITAGE	LN	18	1E	HERITAGE INFINITY NRCOS	A2	\$	275,000	2168
1 FAMILY, NEW CONSTRUCTION	TURNER & SON HOMES	46	1/11/2022	6315	ROSE ROCK HILL		19	1W	MILLER PINES NCOOS	A2	\$	500,020	4297
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	54	1/11/2022	2517	BIRMINGHAM	DR	5		ST JAMES PARK ADD 5	R1	\$	204,100	2694
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	55	1/11/2022	3211	WATFORD	CT	10	5	ST JAMES PARK ADD 5	R1	\$	204,100	2694
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	60	1/11/2022	2511	CHARLTON	DR	13	5	ST JAMES PARK ADD 5	R1	\$	236,663	3164
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	129	1/14/2022	5507	WINDSTONE	LN	2	3	GLENRIDGE SEC. #3	PUD	\$	243,000	3374
1 FAMILY, NEW CONSTRUCTION	C.A. MCCARTY CONSTRUCTION LLC	162	1/25/2022	4505	NORTHFIELDS	ST	10	5	CARRINGTON PLACE ADD #14	R1	\$	751,000	4361
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	238	1/27/2022	401	MAYBURY	DR	6	3	LITTLE RIVER TRAILS SEC #3	PUD	\$	343,350	3615
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	257	1/27/2022	2513	BIRMINGHAM	DR	4	1	ST JAMES PARK ADD 5	R1	\$	192,000	2636
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	281	1/31/2022	604	SUMMIT POINT	CT	1	7	SUMMIT LAKES ADD #11	R1	\$	244,600	3698
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	369	1/31/2022	4315	DUSTY	TR	7	3	GLENRIDGE SEC. #3	PUD	\$	242,442	3650
1 FAMILY, NEW CONSTRUCTION	WAGNER CONSTRUCTION SVCS, LLC	4754	1/31/2022	4911	OAKBROOK	DR	8	7	WHISPERING HILLS	R1	\$	100,000	2400
1 FAMILY, NEW CONSTRUCTION	BYRD BUILDING	5096	1/26/2022	2709	CRITTENDEN	DR	1	1	ASHTON GROVE ADD SEC 3	PUD	\$	1,000,000	6800
1 FAMILY, NEW CONSTRUCTION	OWNER	5499	1/11/2022	2230	HARRIET	RD	3	1	TEALL ADD	RE	\$	459,815	6535
1 FAMILY, NEW CONSTRUCTION	BOWERS CONSTRUCTION	5675	1/3/2022	2704	CRITTENDEN	DR	3	2	ASHTON GROVE ADD SEC 3	PUD	\$	1,098,050	6118
1 FAMILY, NEW CONSTRUCTION	SWIM & BOIS, INC	5732	1/21/2022	1240	HONEYBEE	CT	32	2	FROST CREEK ADD	PUD	\$	303,000	4762
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	71	1/18/2022	2008	CADE	AVE	18	6	SUMMIT VALLEY #2	R1	\$	211,590	3462
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	73	1/14/2022	2266	ARCADY	LN	12	2	BELLATONA SEC. #3	R1	\$	164,070	2482
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	85	1/13/2022	115	SONORA	AVE	16	3	LITTLE RIVER TRAILS SEC #1	PUD	\$	405,830	4477
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	89	1/13/2022	621	MOUNT IRVING	WAY	11	1	RED CANYON RANCH SEC 7	PUD	\$	235,530	2917
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	90	1/13/2022	3101	WISTER	RD	1	1	GREENLEAF TRAILS ADD 11	PUD	\$	244,710	2719
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	230	1/31/2022	2212	ARCADY	AVE	10	5	BELLATONA SEC. #3	R1	\$	164,500	2622
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	235	1/27/2022	111	ALAMOGA	RD	1	5	LITTLE RIVER TRAILS SEC #2	PUD	\$	300,510	3339
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	237	1/27/2022	1021	MOUNT IRVING	WAY	1	1	RED CANYON RANCH SEC 7	PUD	\$	292,950	3255
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	241	1/27/2022	3007	WISTER	RD	12	3	GREENLEAF TRAILS ADD 11	PUD	\$	156,700	2064
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	242	1/27/2022	3145	WISTER	RD	9	1	GREENLEAF TRAILS ADD 11	PUD	\$	160,900	2418
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	260	1/28/2022	2504	SUMMIT CROSSING	PKY	2	5	SUMMIT LAKES ADD #11	R1	\$	245,200	2939
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	261	1/28/2022	2700	SUMMIT CROSSING	PKY	1	3	SUMMIT LAKES ADD #11	R1	\$	231,500	3159
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	262	1/28/2022	2824	SUMMIT CROSSING	PKY	5	4	SUMMIT LAKES ADD #11	R1	\$	220,800	3169
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	266	1/31/2022	2701	SUMMIT CROSSING	PKY	1	3	SUMMIT LAKES ADD #11	R1	\$	214,100	3246
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	272	1/25/2022	520	SUMMIT POINT	LN	1	1	SUMMIT LAKES ADD #11	R1	\$	200,000	2922
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	273	1/25/2022	516	SUMMIT POINT	LN	2	1	SUMMIT LAKES ADD #11	R1	\$	228,300	3169
1 FAMILY, NEW CONSTRUCTION	APPLE CONSTRUCTION, LLC	280	1/28/2022	900	SUMMIT POINT	CT	2	7	SUMMIT LAKES ADD #11	R1	\$	200,000	2922
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	286	1/31/2022	3139	WISTER	RD	6	1	GREENLEAF TRAILS ADD 11	PUD	\$	149,200	2178
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	286	1/31/2022	3027	WISTER	RD	7	3	GREENLEAF TRAILS ADD 11	PUD	\$	155,200	2143
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	300	1/28/2022	2213	ARCADY	AVE	10	2	BELLATONA SEC. #3	R1	\$	168,000	2478
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	349	1/31/2022	1118	ZARA	ST	6	2	TRAILWOODS SEC 12	PUD	\$	206,610	2329
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	351	1/31/2022	2910	GULLIVER	ST	7	3	TRAILWOODS SEC 12	PUD	\$	208,980	2322
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	361	1/31/2022	3031	WISTER	RD	6	3	GREENLEAF TRAILS ADD 11	PUD	\$	160,000	2828
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	362	1/31/2022	911	MOUNT IRVING	WAY	8	1	RED CANYON RANCH SEC 7	PUD	\$	237,510	2639
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	5545	1/4/2022	2135	ARCADY	AVE	1	3	BELLATONA SEC. #3	R1	\$	184,500	2571
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	5547	1/4/2022	2201	ARCADY	AVE	13	2	BELLATONA SEC. #3	R1	\$	171,500	2214
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC	5670	1/8/2022	2919	CARETTA	CT	9	3	TURTLE CROSSING	PUD	\$	136,254	1911
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC	5671	1/8/2022	2914	CARETTA	CT	8	3	TURTLE CROSSING	PUD	\$	136,733	1804
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5682	1/3/2022	1113	PIPER	ST	6	1	TRAILWOODS SEC 12	PUD	\$	2329	
1 FAMILY, NEW CONSTRUCTION	C.A. MCCARTY CONSTRUCTION LLC	15	1/14/2022	3913	MONTELENA	CT	4	1	BROOKHAVEN #61	R1	\$	790,000	4079
SEASONAL STORAGE CONTAINER	LIN, XING	378	1/28/2022	3506	WELLSTE	DR	84	7	NORTHEDGE WID PARK #3	IT	\$	-	0
TEMPORARY ROLL-OFF, OTHER	KRG NORMAN UNIVERSITY II, LLC	269	1/24/2022	1431	24TH	AVE	1	1	UNIVERSITY NORTH PARK SEC 5	PUD	\$	-	0
TEMPORARY ROLL-OFF, OTHER	WALMART	283	1/24/2022	333	INTERSTATE	DR	1	1	TESTB2	C3	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	YANDELL, JEREMY WAYNE & NICKI	26	1/4/2022	6713	LAGO RANCHERO	DR	9	1	LAGO RANCHERO	A2	\$	-	10
TEMPORARY ROLL-OFF, RESIDENTIAL	HUSKEY, BENJAMIN	61	1/6/2022	710	E EULFAULA	ST	4	56	NORMAN, ORIGINAL TOWNSHIP	R2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	KNIGHT, DERRICK	100	1/1/2022	700	SPRINGWOOD	LN	7	4	SPRING BROOK	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	HOOPER, MIKE D	118	1/12/2022	221	\$ COOK	AVE	32	2	RUCKERS SECOND	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	BIVENS, JEFFREY D&ELIZABETH E	208	1/19/2022	3615	24TH	AVE	10	2W	NOT SUBDIVIDED	A2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	WRIGHT, PATRICK A	222	1/19/2022	1220	CROSSROADS	CT	3	1	CROSSROADS WEST #2	R1	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	MORRIS, STELLA M	254	1/21/2022	4015	STRATFORD	LN	12	1	BROOKHAVEN #67	NA	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	HEITZ, R J SR-LIV-REV TR	288	1/24/2022	1010	E INDIAN HILLS	RD	5	2W	NOT SUBDIVIDED	A2	\$	-	0
TEMPORARY ROLL-OFF, RESIDENTIAL	LONG, ROBERT C	364	1/27/2022	123	\$ COOK	AVE	26	2	RUCKERS CHURCH ADD #2	NA	\$	-	0

TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)		114	AVERAGE VALUATION	\$	141,744	AVERAGE PROJECT AREA	\$	1,810
			TOTAL VALUATION	\$	16,168,889	TOTAL PROJECT AREA	\$	199,093
Permit Type	Permit Counts	Unit Count	Valuation		Permit Type	Permit Counts		
1 & 2 FAMILY, STORM SHELTER	25		\$	92,190	RESIDENTIAL STORAGE CONTAINER	0		
1 & 2 FAMILY, ADD OR ALT	4		\$	95,801	TEMPORARY ROLL-OFF, RESIDENTIAL	9		
1 & 2 FAMILY, CARPORT	0		\$	-	TEMPORARY ROLL-OFF, OTHER	2		
1 & 2 FAMILY, FIRE REPAIR	1		\$	-	SEASONAL STORAGE CONTAINER	1		
1 & 2 FAMILY, PAVING	14		\$	20,000				
1 & 2 FAMILY, SOLAR	4		\$	344,293				
1 & 2 FAMILY, STORAGE BLDG	5		\$	156,458				
1 & 2 FAMILY, SWIMMING POOL	11		\$	284,290				
1 FAMILY, MANUFACTURED HOME REPLACEMENT	1		\$	811,535				
1 FAMILY, MANUFACTURED HOME NEW	9		\$	89,635				
2 FAMILY, NEW CONSTRUCTION	49		\$	14,264,557				
3 FAMILY, NEW CONSTRUCTION	0		\$	-				
3 FAMILY, FIRE REPAIR	0		\$	-				
3 FAMILY, FOUNDATION	0		\$	-				
3 FAMILY, ADD/ALT	0		\$	-				
GROUP QUARTERS	0		\$	-				
GROUP QUARTERS	0		\$	-				
GROUP QUARTERS	0		\$	-				
TOTAL	114		\$	16,168,889	TOTAL DEMO-NET DWELLING UNITS	8		

**POLICE**

**11**





## Administrative Summary



### January 2022 Summary

Reported Crime	Current Month			Year-To-Date		
	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
Murder	1	0	0	1	0	0
Sexual Assaults	14	12	10	14	12	10
Robbery	2	5	2	2	5	2
Agg. Assault	17	15	18	17	15	18
Burglary of Building	49	49	39	49	49	39
Larceny/Theft	208	230	263	208	230	263
Motor Vehicle Theft	34	33	42	34	33	42
Arson	0	0	0	0	0	0
Kidnapping	1	2	3	1	2	3
Fraud	56	61	76	56	61	76
DUI/APC	26	32	19	26	32	19
Public Intoxication	37	46	28	37	46	28
Runaways	25	21	18	25	21	18
Drug Violations	32	75	32	32	75	32
Intimidation/Threats/Harrasement	32	29	39	32	29	39
Forgery	10	14	5	10	14	5
Vandalism	69	76	85	69	76	85
Others	379	419	449	379	419	449
<b>Total Reported Crime:</b>	<b>768</b>	<b>822</b>	<b>849</b>	<b>768</b>	<b>822</b>	<b>849</b>

Other Reported Activity	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
Public Peace Reports	161	182	195	161	182	195
Warrants Served	63	113	84	63	113	84
Other Reports Totals:	224	295	279	224	295	279

**Total Case Reports:** 857 989 983 857 989 983

\*\* Public Peace reports include: Animal Bite, Found Property, Recovery/Other Agency Vehicles, Mental Case, Unattended Death and Other

Arrest Data	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
On-View	245	358	262	245	358	262
Summoned/Warrant Request	77	69	73	77	69	73
Warrant/Taken into Custody	50	91	67	50	91	67
All Others (EXPUNGED)	0	7	2	0	7	2
<b>Total Arrests:</b>	<b>372</b>	<b>527</b>	<b>404</b>	<b>372</b>	<b>527</b>	<b>404</b>

Protective Custody (Mental Health)	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
On-View	57	96	87	57	96	87

Call for Service	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
Norman Fire	1582	1287	1401	1582	1287	1401
Little Axe Fire	20	13	12	20	13	12
EMSSTAT	2041	1619	1787	2041	1619	1787
Norman Police	5602	7295	6068	5602	7295	6068
<b>Total CFS:</b>	<b>9,245</b>	<b>10,213</b>	<b>9,268</b>	<b>9,245</b>	<b>10,213</b>	<b>9,268</b>

Police Only CFS	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
CFS - Citizen Initiated	4,326	4,493	4,321	4,326	4,493	4,321
CFS - Officer Initiated	1,265	2,795	1,743	1,265	2,795	1,743
<b>Total Police Only CFS:</b>	<b>5,591</b>	<b>7,288</b>	<b>6,064</b>	<b>5,591</b>	<b>7,288</b>	<b>6,064</b>

Citations & Warnings:	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
Traffic Citations	262	1,319	606	262	1,319	606
Warnings	577	1,608	991	577	1,608	991
Parking Citations	433	683	240	433	683	240
<b>Total Citations &amp; Warnings:</b>	<b>1,272</b>	<b>3,610</b>	<b>1,837</b>	<b>1,272</b>	<b>3,610</b>	<b>1,837</b>

Collisions	2022	MONTH 5YR AVG	2021	2022	YTD 5YR AVG	2021
Fatality	0	1	0	0	1	0
Injury	52	46	46	52	46	46
Non-Injury	113	109	74	113	109	74
<b>Total Collisions:</b>	<b>165</b>	<b>156</b>	<b>120</b>	<b>165</b>	<b>156</b>	<b>120</b>

**Total Num Injured in Collisions:** 68 69 69 68 69 69

Report Date: 2/8/2022

\*\* Five Year Average based on 2016/2017/2018/2019/2021 datasets

\*\* 2020 Data not used in 5YR Average due to Covid influences

Sexual Assaults include: Forcible Rape(11A), Forcible Sodomy(11B), Sexual Assault w/Object(11C), Forcible Fondling(11D)

Larceny/Theft include: Larceny: Purse-snatching (23B), Pocket-picking (23A), Shoplifting (23C), Larceny from Building (23D), Larceny from Coin-operated machine or device (23E), Larceny from Motor Vehicle (23F), Larceny of Motor Vehicle Parts or Accessories (23G), Larceny All Other (23H)

Fraud include: Fraud: False Pretenses/Swindle/Confidence Game (26A), Credit Card/ATM Fraud(26B), Impersonation(26C), Wire Fraud(26E)

Drug Violations include: Drug Equipment Violations(35B), Drug/Narcotic Violations(35A)

**ANIMAL CONTROL 11A**

# Norman Animal Welfare Monthly Statistical Report January 2022



## IN SHELTER ANIMAL COUNTS

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	46	20	66	78	35	113	47	71%
Ending	38	6	44	87	18	105	61	139%

## ANIMAL INTAKES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	63	19	82	100	40	140	58	71%
Owner Relinquish	6	6	12	13	22	35	23	192%
Owner Intended Euth	0	0	0	0	0	0	0	
Transfer In	1	10	11	0	0	0	(11)	-100%
Other Intakes*	11	6	17	15	0	15	(2)	-12%
Returned Animal	9	1	10	8	2	10	0	0%
<b>TOTAL LIVE INTAKES</b>	<b>90</b>	<b>42</b>	<b>132</b>	<b>136</b>	<b>64</b>	<b>200</b>	<b>68</b>	<b>52%</b>

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

## OTHER STATISTICS

	2021		2022		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	13	13	0	0	(13)	-100%
Dog Collected (DOA)	2	2	1	1	(1)	-50%
Cat Collected (DOA)	0	0	4	4	4	
Wildlife Transferred	1	1	1	1	0	0%
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	2	2	2	
Intake Pigs	0	0	2	2	2	
Intake Other	0	0	0	0	0	
<b>TOTAL OTHER ITEMS</b>	<b>16</b>	<b>16</b>	<b>10</b>	<b>10</b>	<b>(6)</b>	<b>-38%</b>

## LENGTH OF STAY (DAYS)

	2021	2022
Dog	11.7	17.3
Puppy	8.3	9.5
Cat	11.3	10.3
Kitten	7.1	4.4

## OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	128	17	0	145

# Norman Animal Welfare Monthly Statistical Report

## January 2022



### LIVE ANIMAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	42	42	84	54	63	117	33	39%
Return To Owner	35	4	39	28	4	32	(7)	-18%
Transferred Out	18	2	20	41	8	49	29	145%
Returned to Field	0	6	6	0	4	4	(2)	-33%
Other Outcome	0	0	0	0	0	0	0	
<b>TOTAL LIVE OUTCOMES</b>	<b>95</b>	<b>54</b>	<b>149</b>	<b>123</b>	<b>79</b>	<b>202</b>	<b>53</b>	<b>36%</b>

### OTHER ANIMAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	0	1	1	1	2	1	100%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	2	1	3	3	1	4	1	33%
Owner Intended Euth	0	0	0	0	0	0	0	
<b>TOTAL OTHER OUTCOMES</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>50%</b>

### TOTAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	95	54	149	123	79	202	53	36%
Total Other Outcomes	3	1	4	4	2	6	2	50%
<b>TOTAL OUTCOMES</b>	<b>98</b>	<b>55</b>	<b>153</b>	<b>127</b>	<b>81</b>	<b>208</b>	<b>55</b>	<b>36%</b>

### SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	1	0	3	75%
Medical - Injured	0	0	0	0	0%
Behavior - Aggressive	1	0	0	1	25%
Behavior - Other	0	0	0	0	0%
<b>TOTAL EUTHANASIA</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>4</b>	

### MONTHLY LIVE RELEASE RATE

2021	2022
<b>97.4%</b>	<b>97.1%</b>

*Live Outcomes / (Total Outcomes - Owner Int Euth)*



# Monthly Service By Assignment

August 2021 to January 2022

Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Aug 2021 Hours	Sep 2021 Hours	Oct 2021 Hours	Nov 2021 Hours	Dec 2021 Hours	Jan 2022 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	415:45	202:00	234:00	187:00	324:45	0:00	1,363:30
	NAWC-Bather / Groomer	5:46	2:00	1:40	3:58	0:00	0:00	13:24
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	22:47	28:22	30:01	23:44	28:25	20:54	154:13
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Dog Handler	52:38	42:02	66:23	60:53	69:12	16:12	307:20
	NAWC-Foster Program	72:00	58:00	53:00	21:00	19:00	16:00	239:00
	NAWC-Kennel Assistant	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	6:04	8:02	11:01	7:31	2:34	1:36	36:48
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Orientation	2:00	12:00	3:00	5:00	6:00	0:00	28:00
	NAWC-Photographer	0:00	0:00	0:00	0:00	0:50	1:00	1:50
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	0:00	0:00	0:00	0:00	0:00	0:00	0:00
Total		577:00	352:26	399:05	309:06	450:46	55:42	2,144:05
Grand total		577:00	352:26	399:05	309:06	450:46	55:42	2,144:05



DEPARTMENT OF PUBLIC WORKS  
MONTHLY PROGRESS REPORT  
CITY OF NORMAN, OKLAHOMA  
January 2022

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**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed no Final Plats to the Development Committee; one (1) Rural Certificate of Survey and Three (3) Preliminary Plats for Planning Commission and one (1) Certificate of Survey, (5) Preliminary Plats, (2) Final Plats and one (1) Closure to City Council. The Development Engineer reviewed 19 sets of construction plans and 4 punch lists. There were 164 permits reviewed and/or issued. Fees were collected in the amount of \$26,115.07.

**CAPITAL PROJECTS:**

**Robinson Street West of I-35 Widening Project:**

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on November 19, 2020, for the Robinson Street West of I-35 Project, located from I-35 to west of Rambling Oaks Drive/Cross Roads Boulevard intersection. The low bidder was Redlands Contracting, L.L.C. of Warr Acres, Oklahoma in the amount of \$5,025,867.62. ODOT awarded this project at the December 7, 2020, Transportation Commission Meeting. Redlands started construction on Monday, April 5, 2021. This project has a 270-calendar day construction schedule. Taking into account weather days, staff estimates a March 2022 completion. ODOT is administering the construction of this project because federal transportation funds are being used.

The project involves the following items:

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

The contractor's activities this month were as follows:

- Completed concrete pavement installation, sidewalk and ramp installation, and permanent pavement markings on Phase 4A, the south leg of Rambling Oaks Drive.
- Completed Phase 5, adding the raised median on Robinson St. between Crossroads Blvd. and Interstate Dr.

**Porter Avenue and Acres Street Intersection 2019 Bond Project:**

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Signals and striping complete on 1-31-22*
- *Project Substantially Complete on 1-31-22*
- *Performed final inspection and created punch list on 1-31-22*
- *Awaiting delivery and install by OG&E of street light luminaires for west side of Porter Avenue*
- *Roadway and signals are open and fully operational*

**STREET MAINTENANCE BOND PROJECTS:**

**2022 Urban Concrete**

Bid 2

During the month of December, A-Tech Paving continued select concrete panel replacement in the Westfield Manor Addition on Berry Road between Boyd Street and Lindsey Street between Wards 2 and 4.

**Imhoff Bridge Emergency Repairs Project**

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

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

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

During the month of January, Haskell Lemon Construction Co. completed the installation of the drainage structure on the South side of the bridge and completed all concrete removals on the North side of the bridge.

**Sidewalk Programs:**

**FYE 2022 Annual Sidewalk Program.** Bids were received on June 3, 2021. City Council awarded the contract to Nash Construction Co. in the amount of \$313,109.00, on July 13, 2021. Change Order #1 increasing the Citywide contract amount of \$56,665.00 by \$45,000.00 was approved by City Council on September 28, 2021. Construction began August 10, 2021. The Schools and Arterials, Sidewalks & Trails, Sidewalk Accessibility and Downtown Sidewalk and Curbs projects are complete. To date, we've expended an estimated \$103,529.04 on 51 Citywide projects, which includes the "50/50 program," and have another 14 projects in queue at an estimated cost of \$24,529.51. Proposed Change Order #2 adding an additional \$80,000.00 to the Citywide program is projected to meet City Council on January 18, 2022. If approved, this will extend the program until the end of FYE 2022, or until funds are depleted.

Citywide Sidewalk Reconstruction				
FYE 22 Projects Completed	FYE 22 Citizen Contributions	Total Open Projects	Open Projects Estimate	Open Projects Scheduled: City Responsibility/Resident Participation
51	\$22,558.06	18	\$33,767.46	3

**FYE 2022 Capital Improvement Project – 24th Avenue NW.** Bids were received on August 5, 2021 and the project was awarded to Parathon Construction by City Council on September 14, 2021. This project addresses a significant portion of the City of Norman's 2018 Americans with Disabilities Act Transition Plan. The 24th Avenue project area is large and is broken down into four phases. This construction addresses Phase I and includes significant repairs along a 1.1-mile sidewalk corridor on 24th Avenue NW, from Main Street to Robinson Street (east side) and comprises 1365 square yards of sidewalk repairs, 800 square yards of driveway approach reconstruction and 216 square yards of ramps and curb cuts. The project began November 8, 2021 and is currently 90% complete. Change Order #1 was approved by Council on December 14, 2021, which increased the contract amount by \$120,066.00 enabling a continuation into Phase II of the project. Phase II consists of the same stretch as Phase I, but along the west side of 24th Avenue NW and is projected to begin March 1, 2022. Phase III and IV, which continues along the east and west sides of 24th Avenue SW, from Main Street to Lindsey Street will be programmed for future years.



## **PUBLIC TRANSIT**

### **Public Transit Response to COVID-19 (coronavirus)**

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

- Enhanced cleaning of vehicles.
- Suspended operations of route 144-Social Security.
- Limited capacity on fixed route and paratransit busses. (increased fixed route on December 5)
- Mandatory face coverings while using transit services, a federal requirement on public transit (expiration date extended from January 18, 2022 to March 18, 2022).

### **Battery Electric Bus Purchases**

The City is currently in the process of purchasing 2 battery electric busses. A group of transit staff members visited the manufacture's facility at the beginning of November to perform a pre-production meeting. Staff anticipates receiving these vehicles in August/September 2022. Below is background information on both battery electric bus projects:

- An authorization to purchase the City's first battery electric vehicle, a transit bus, was approved at Council's May 25, 2021 meeting. A purchase order was issued on May 27, 2021 to the manufacturer. Approximately 50% of the vehicle purchase price will be reimbursed through a grant received from Oklahoma Department of Environmental Quality through the Volkswagen Settlement Fund.
- An authorization to purchase the City's second battery electric transit bus was approved at Council's August 10, 2021 meeting. A purchase order was issued on August 13, 2021 to the manufacturer. Approximately 70% of the vehicle purchase price will be reimbursed through a grant received from the FTA's 2021 Low- or No-Emission Vehicle Program. The City's project was 1 of 49 projects selected in the nation.
- Council granted approval for additional funds to be allocated to both bus builds on December 14, 2021. These additional funds were used add charge rails to the top of the busses so that in the future an overhead pantograph charging system could be utilized.

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

- The Go Norman Transit Plan was approved by resolution by Council at its June 22<sup>nd</sup>, 2021 meeting. Staff are continuing exploratory work on the next steps as recommended in the plan. Work this past month includes:
  - The acquisition of property downtown, 318-320 Comanche Street, to be used as a transit center, which Council approved the purchase sale agreement on January 18. The City and the seller are still working through the sale process. Once completed, the City will begin working with consultants to design the site into a new, City transit center.
  - On October 1, 2021 ACOG announced the grant cycle for their Air Quality Small Grant Program was open. This program seeks to improve air quality in Central Oklahoma by reducing reliance on single-occupancy vehicle trips. Small transportation infrastructure projects and transit improvements as well as projects focused on congestion relief efforts are all eligible. Staff submitted an application on November 19, 2021 requesting funding to install 80 new bus stops associated with the recommended route changes in the Go Norman Transit Plan. Council supported this application by approving a programming resolution on November 30, 2021 for the project. On January 13, 2022 the ACOG MPO Technical Committee recommended a list of projects be approved for funding, of which the City's was one of them. Then the ACOG MPO Policy Committee reviewed the list of projects on January 27, 2022 and approved them for funding. City staff will now work with ACOG on a contract agreement for the project and bring it to Council for review and approval at a future Council meeting.
  - Staff are also working with Nelson/Nygaard, the consultant that worked with the City to create the Go Norman Transit Plan, to bring an amendment to their contract to Council for consideration. This amendment would be make minor changes to the Go Norman Transit Plan to reflect the property at 318-320 Comanche Street to be used as a Transit Center, rather than The Depot.

### **Construction of the Transit Operations and Maintenance Facility**

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Completed west entry and gate
- Continued startup of building MEP
- Installed Networking equipment
- Polished concrete flooring in both buildings complete
- Fence construction complete
- Security and Access system installation complete
- Office furniture installed in Transit/Public Safety building
- EV and CNG equipment installation has begun
- Substantial completion granted on 1-22-22 for both buildings
- Temporary certificates of occupancy for Transit/Public Safety and Parks buildings issued 1-22-22
- Transit/Public Safety building occupied and operational on 1-22-22
- Final punch list compiled and provided to Flintco
- Site trees installed
- Various training sessions for staff covering systems and equipment operations.

### **Transit Monthly Performance Report**

Attached is the transit performance report for December 2021.

### **STREETS DIVISION**

#### **CAPITAL PROJECTS:**

##### **72<sup>ND</sup> AVENUE NW: FRANKLIN ROAD TO SOUTH END**

Streets crews worked an overlay at 72<sup>nd</sup> Avenue NW: Franklin Road to South End and required 3,076.73 tons of asphalt for the repair.

##### **TOWN AND COUNTRY ESTATES-NORTH WESTCHESTER AVENUE TO NORTH SHERRY AVENUE**

Streets crews replaced damaged concrete panels on Town and Country Estates-North Westchester Avenue to North Sherry Avenue. This repair required 118 cubic yards of concrete and resulted in over 416 square yards repaired.

##### **SEQUOYAH TRAIL (VALLEY GUTTER PROGRAM)**

Streets crews worked valley gutter repair at Sequoyah Trail and required 36.50 cubic yards of concrete for curb and gutter repair.

#### **OTHER:**

##### **SNOW AND ICE OPERATIONS**

Spread 30 tons of salt mix and 10,000 gallons of brine mixture during snow and ice operations.

##### **ROUTINE POTHOLE PATCHING OPERATIONS**

This month approximately 5.01 tons of asphalt was utilized in routine pothole patching operations.

## **STORMWATER**

### **WORK ORDER RESPONSE**

Stormwater Division received 13 work order requests and closed 13 work orders.

### **INFRASTRUCTURE MAINTENANCE**

The Infrastructure Maintenance crew repaired a leaking stormwater pipe joint in Songbird Park. The Infrastructure Maintenance crew helped the Parks Department by installing a drainage pipe into an inlet box for the Woodslawn Park drainage project. The Infrastructure Maintenance Crew completed an stormwater inlet apron replacement at 3800 Tecumseh Drive. The crew finished an inlet box replacement project at 1302 Quail Hollow Drive. The crew also set and tore down the stormwater display at the Home and Garden show for COSWA. The Infrastructure Maintenance crew checked 132 inlets and cleaned 119 inlets totaling 1 tons of debris removed from street inlets.

### **CHANNEL MAINTENANCE**

The Channel Maintenance crew removed drifts and cleared debris from several locations along Merkle, Armory, Colonial North, Bishop, Saddleback and Hollywood Chanel, which resulted in 13 tons of debris removed. The Channel Maintenance Crew removed debris at the Robinson pump station flume totaling 49 tons. The Channel Maintenance crew also removed 1.5 tons of debris and sediment at Willow Grove. The Maintenance crew removed two aquatic rodent dams from Havenbrook and 36<sup>th</sup> and Tecumseh. The crew mowed 57,925 sqft of channel bank. The crew checked 46 inlets and cleaned 21 inlets totaling .5 tons of debris removed from street inlets.

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

A total of 331 lane miles were swept in January resulting in the removal of approximately 93.35 tons of debris from various curb lined streets throughout the city. The crew checked 206 inlets and cleaned 92 inlets totaling 1.5 tons of debris removed.

### **STORMWATER OKIE LOCATES**

During the month of January, 2622 Call 811 Okie Spots were received. Of those requests, 85 were stormwater pipe locates, 42 were marked, and 382 were referred to other departments.

### **CONSTRUCTION SITE STORMWATER MANAGEMENT**

Performed 74 inspections of 119 active sites.

Issued 0 citations and 0 NOV to active sites.

Issued 2 Earth Change Permits to new projects.

### **MS4 OPERATIONS**

Received and responded to 9 citizen calls.

Conducted 25 outfall inspections.

Conducted 3 detention/retention pond inspections.

On January 19 through January 24, the Stormwater Division participated in the Home and Garden Show, in partnership with Central Oklahoma Storm Water Alliance, by transporting and setting up a rain barrel display, and providing educational materials for distribution.

## **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.

*Monthly Progress Report*  
*Public Works (January 2022)*

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.

**January 2022**  
**DEVELOPMENT COORDINATION, ENGINEERING**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FYE 2022 Associated Fees

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

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

**City Council Review:**

Certificate of Survey..... 1  
 Preliminary Plat..... 5  
 Final Plats ..... 2  
 Certificate of Plat Correction..... 0  
 Encroachment..... 0  
 Easements..... 0  
 Closure..... 1  
 Release of Deferral..... 0

\$ 13,610.00

**Development Committee:**

Final Plats..... 0

**Fee-In-Lieu of Detention..... 0**      \$0.00

**Subtotal:**      \$13,610.00      \$1,420.00      \$48,940.00

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

\*\*Single Family..... 49  
 \*\*\*Commercial..... 9  
 Multi-Family..... 0  
 Addition/Alteration..... 19  
 House Moving..... 3  
 Paving Only..... 12  
 Storage Building..... 7  
 Swimming Pool..... 9  
 Storm Shelters..... 26  
 Public Improvements..... 3  
 Temporary Encroachments..... 0  
 Fire Line Pits/Misc..... 1  
 Franchise Utilities ..... 25  
 Other revenue ..... 0  
 Flood Plain (@\$100.00 each)..... 1

**Total Permits.....**

**Grand Total.....**

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

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

\$0.00	\$0.00		
\$100.00	\$0.00		\$1,300.00
\$12,405.07	\$3,877.71		\$36,880.37
\$26,115.07	\$5,297.71		\$87,130.37
19	21		158
4	4		34

\* 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

**January 2022**

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

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

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	49	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	9	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	19	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	1	100%

# PERFORMANCE REPORT

City of Norman  
Public Works Department



## Summary of Services Table: December 2021

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

EMBARC Norman Service Summary	ADP Dec FY22	FY22 YTD	FY21 YTD	Service Profile	Dec FY22	Dec FY21	Nov FY22
Fixed Routes (M-F)	833	115,323	91,491	Weekdays	23	20	21
Fixed Routes (Sat)	366	9,215	6,052	Saturdays	3	4	5
PLUS (M-F)	74	10,039	7,724	Gamedays	0	1	2
-Zone 1*	58	7,931	6,146	Holidays	1	2	0
-Zone 2**	17	2,108	1,578	Weather	0	0	1
PLUS (Sat)***	16	366	244	Fiscal YTD Days	154	123	103
				Cal. YTD Days	307	277	281

\* Requires ¾ mile

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

\*\*\*Operates only in Zone 1

## Strategic Performance Measures

MEASURE	FY 22 YTD	FY 22 Targets	
# of Norman fixed-route passenger trips provided	124,538	265,054	▲
# of Norman paratransit trips provided	10,405	19,000	●
% of on-time Norman paratransit pick-ups	98.27%	95.00%	●
# of Norman bus passengers per service hour, cumulative	13.01	13.14	●
# of Norman bus passengers per day, average	809	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.02%	N/A*	N/A*

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

# SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STREET DIVISION					
	FYE 2022 January 2022	FYE 2022 January 2022	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	5.01		54.50		
Overlay/pave 10 miles per year.	1.00	10%	12.25	123%	100%
Replace 2,000 square yards of concrete pavement panels	381.00	19%	2,158.00	108%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	20.00	5%	99.50	24%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	12,839,148.50	101%	100%
Mow 148 miles of Rural Right-of-way three times per year	-	0%	1,064.00	240%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Complete all selected projects for the bond year within the same fiscal year	-	0%	-	0%	0%



SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STORMWATER DIVISION					
	FYE 2022 January, 2022	FYE 2022 January, 2022	Year to Date	Year to Date	FYE 2022
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)	331.00	66%	3,089.00	51%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	588.00	6%	5,585.00	56%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	69,913.00	1%	3,999,444.00	29%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Permit all earth disturbing operations over 1 acre in size.	2.00	95%	17.00		95%
Permit all floodplain activities as appropriate.	-	0%	13.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines. (1)	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	74.00	62%	689.00		100%
Respond to stormwater complaints within 24 hours of the time reported	12.00	100%	122.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	5.00		100%

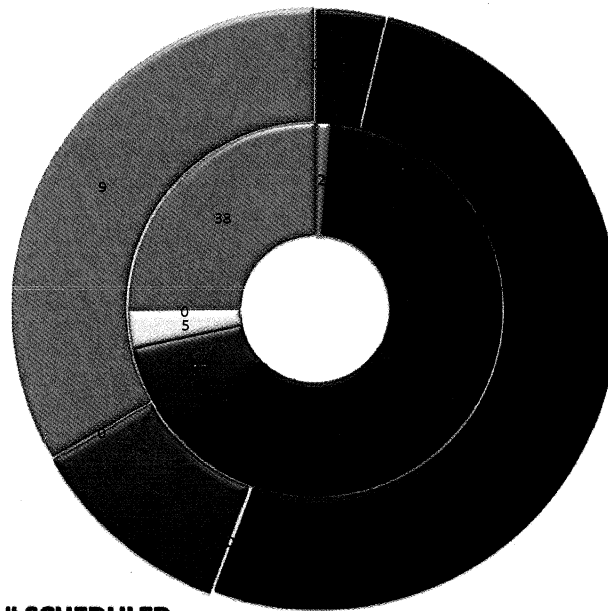
# PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

January FYE 2022

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
<b>POLICE</b>										
988T	2001 W&W Trailer	Animal Control	2/1/2022	1/19/2022	-13	days	1/20/2022	Light Repair	PM-A	1/19/2021
<b>PSST</b>										
<b>UTILITIES</b>										
307H	2015 Indeco	Waterline Maintenance	2/1/2022	3/2/2021	-336	days	7/9/2021	Heavy Repair	PM-C	3/2/2020
309A	2020 Champion Compressor	Waterline Maintenance	2/1/2022	6/25/2021	-221	days	8/2/2021	Heavy Repair	PM-C	6/25/2020
333A	2015 Vanair Air Compressor	Waterline Maintenance	2/1/2022	11/18/2021	-75	Days	11/18/2021	Light Repair	PM-C	5/18/2021
<b>SANITATION</b>										
281T	2019 Holt Trailer	Commercial	2/1/2022	1/28/2021	-369	hours	3/19/2021	Heavy Repair	PM-A	1/27/2020
0237	2018 Peterbilt Frontloader	Commercial	6/14/1922	7888	-313	hours	1/6/2022	Heavy Repair	PM-C	9/20/2021
0267	2013 Mack Sideload	Residential	2/1/2022	1/11/2022	-21	days	1/12/2022	Heavy Repair	PM-N	1/23/2020
0267	2013 Mack Sideload	Residential	1753	1753	0	hours	1/11/2022	Heavy Repair	PM-SL	N/A
293T	2018 Titan Trailer	Waste	2/1/2022	1/7/2022	-25	days	1/20/2022	Heavy Repair	PM-A	7/9/2021
0292	2020 Peterbilt 389	Waste	119839	115589	-4250	miles	1/26/2022	Heavy Repair	PM-C	10/12/2021
<b>PARK MAINTENANCE</b>										
0437	2015 Pheonix 1800HD	Park Maintenance	2/1/2022	6/24/2021	-222	days	5/7/2021	Light Repair	PM-B	6/24/2020
0428	2007 Phoenix	Park Maintenance	2/1/2022	6/19/2021	-227	days	7/23/2021	Light Repair	PM-C	6/19/2020
0458	2002 Case Series C	Park Maintenance	2/1/2022	12/21/2021	-42	days	1/24/2022	Light Repair	PM-D	12/31/2018
<b>PUBLIC WORKS</b>										
111T	2018 Belshe Trailer	Streets	2/1/2022	1/4/22	-28	days	1/7/2022	Heavy Repair	PM-A	1/4/2021

## PM Compliance Report January FYE 2022



- Finance
- Planning
- Public Works
- Police
- Fire
- Parks & Rec.
- PSST
- Human Resources
- Utilities

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

Department	Scheduled	Missed/Late	% Late
Finance	2	0	0.0%
Planning	1	0	0.0%
Public Works	48	1	2.1%
Police	41	14	34.1%
Fire	3	0	0.0%
Parks & Rec.	13	3	23.1%
PSST	5	0	0.0%
Human Resources	0	0	0.0%
Utilities	38	9	23.7%
<b>Citywide Total</b>	<b>151</b>	<b>27</b>	<b>17.9%</b>

**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT**

January 2022

IN GALLONS	FYE 2022	FUEL REPORT	
	<b>UNLEADED PURCHASED</b>	<b>DIESEL PURCHASED</b>	<b>CNG PURCHASED</b>
Internal pumps	13,712.00	13,457.00	16,846.72
Outside - sublet	1,141.00	629.00	4,971.23
<b>TOTAL</b>	<b>14,853.00</b>	<b>14,086.00</b>	<b>21,817.95</b>
<b>TOTAL</b>	<b>UNLEADED CONSUMED</b>	<b>DIESEL CONSUMED</b>	<b>CITY CNG CONSUMED</b>
Consumption	18,508.27	19,792.12	29,235.47
			<b>PUBLIC CNG CONSUMED</b>
			4,971.23

FYE 2022 TO DATE CONSUMPTION				
<b>TOTAL</b>	<b>UNLEADED CONSUMED</b>	<b>DIESEL CONSUMED</b>	<b>CITY CNG CONSUMED</b>	<b>PUBLIC CNG CONSUMED</b>
Consumption	136,037.07	146,800.62	230,401.73	30,822.48

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:			
UNLEADED	High	\$2.68	Low	\$2.33	UNLEADED	High	\$2.68
DIESEL	High	\$2.72	Low	\$2.46	DIESEL	High	\$2.72
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.49
						Low	\$1.49

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$57,187.43	Month Total Public CNG Sales	\$4,971
BATTERIES	\$2,067.04	FYE 2022 To Date Public Sales	\$30,822
OILS/FLUIDS	\$5,764.54	<b>LIFE TO DATE CNG GAS GALLON EQUIVALENT</b>	
TIRES	\$27,496.21	Total Sold Gallons Life To Date	994,458
SUBLET REPAIRS	\$10,264.31	Total Gross Sales Life To Date	\$1,427,207
<b>TOTAL SPENT ALL parts/sublet</b>	<b>\$102,779.53</b>	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station	2,727,995

Light Shop				
ROAD SERVICE	5	1	1	44
EMERGENCY ROAD CALLS	3	3	1	45
PM SERVICES	90	93	85	780
INCLEMENT WEATHER	0	2	4	20
WORK ORDERS	238	231	237	2,121
SCHEDULED REPAIRS	100	107	114	876
NON SCHEDULED REPAIRS	70	69	73	592

Heavy Shop				
ROAD SERVICE	5	3	4	56
EMERGENCY ROAD CALLS	21	23	14	166
PM SERVICES	47	41	39	360
INCLEMENT WEATHER	1	0	0	2
WORK ORDERS	214	203	208	1,968
SCHEDULED REPAIRS	47	57	58	479
NON SCHEDULED REPAIRS	140	121	120	1,143

Transit Shop				
	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	1	2	21
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	9	12	17	87
INCLEMENT WEATHER	0	1	0	2
WORK ORDERS	61	78	73	569
SCHEDULED REPAIRS	9	12	17	76
NON SCHEDULED REPAIRS	42	60	54	431

PVT Shop				
	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	3			3
EMERGENCY ROAD CALLS	2			2
PM SERVICES	3			3
INCLEMENT WEATHER	0			0
WORK ORDERS	19			19
SCHEDULED REPAIRS	7			7
NON SCHEDULED REPAIRS	6			6

COMBINED SHOPS				
	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	14	11	5	115
EMERGENCY ROAD CALLS	26	24	26	204
PM SERVICES	150	146	146	1224
INCLEMENT WEATHER	1	1	3	25
WORK ORDERS	546	513	512	4782
SCHEDULED REPAIRS	164	156	176	1453
NON SCHEDULED REPAIRS	265	252	250	2211

**PUBLIC WORKS  
FLEET DIVISION**  
Technician Productivity  
Report

**FYE 2022**

January 2022

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	133.56	72%	97.8%	25.8%	
# 002	132.96	72%	97.4%	25.4%	
# 003	102.73	72%	75.3%	3.3%	
# 004	64.67	72%	47.4%	-24.6%	
# 006	105.59	72%	77.4%	5.4%	
# 007	111.23	72%	81.5%	9.5%	
# 008	111.07	72%	81.4%	9.4%	
# 009	78.97	72%	57.9%	-14.1%	
# 010	97.50	72%	71.4%	-0.6%	
# 011	103.19	72%	75.6%	3.6%	
# 012	136.00	72%	99.6%	27.6%	
# 013	129.53	72%	94.9%	22.9%	
# 018	79.26	72%	58.1%	-13.9%	
# 021	135.60	72%	99.3%	27.3%	
# 028	131.44	72%	96.3%	24.3%	
# 031	65.01	72%	47.6%	-24.4%	
# 033	168.11	72%	123.2%	51.2%	
# 034	107.25	72%	75.0%	3.0%	
# 035	94.48	72%	66.1%	-5.9%	

DIRECT LABOR HOURS		2088.15
TOTAL AVAILABLE HOURS		2613.00
PRODUCTIVITY GOAL		72.0%
ACTUAL PRODUCTIVITY		79.9%

**PUBLIC WORKS FLEET DIVISION  
PM COMPLIANCE REPORT**

**January FYE 2022**

**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 Still Past Due	Current % PENDING	Year To Date 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%	67%
					0%	0%
FINANCE						
METER SERVICES	2	2			0%	0%
PLANNING						
PLANNING	1	1			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	0%
PUBLIC WORKS						
ENGINEERING	3	3			0%	19%
STREETS	16	15		1	6%	19%
STORMWATER	6	5	1		0%	50%
TRAFFIC	6	6			0%	17%
STORMWATER QUALITY					0%	0%
FLEET	17	17			0%	0%
TRANSIT					0%	200%
POLICE						
ANIMAL CONTROL	7	1	2	4	57%	125%
POLICE ADMINISTRATION	2		1	1	50%	75%
POLICE STAFF SERVICES	3	1	1	1	33%	167%
POLICE CRIMINAL INVESTIGATIONS	7	5	1	1	14%	41%
POLICE PATROL	18	9	3	6	33%	72%
POLICE SPECIAL INVESTIGATIONS	3		2	1	33%	100%
POLICE EMERGENCY COMMUNICATION	1	1			0%	0%
FIRE						
FIRE ADMINISTRATION	1	1			0%	133%
FIRE TRAINING					0%	29%
FIRE PREVENTION					0%	8%
FIRE SUPPRESSION	2	2			0%	0%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	13	8	2	3	23%	19%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE					0%	157%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	4	4			0%	0%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESION	1	1			0%	0%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION	1		1		0%	100%
WATER TREATMENT PLANT	1	1			0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	6	3	1	2	33%	50%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL	1	1			0%	400%
WRF BIOSOLIDS	4	3	1		0%	25%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	3	3			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	9	4	2	3	33%	200%
SANITATION COMMERCIAL	4	2		2	50%	175%
SANITATION TRANSFER	8	6		2	25%	138%
SANITATION COMPOST					0%	0%
SANITATION RECYCLE					0%	0%
SANITATION YARD WASTE	1	1			0%	0%
CITYWIDE TOTAL	151	106	18	27	18%	19%

**FLEET MANAGEMENT  
INVENTORY  
January 2022**

**FUEL**

WESTWOOD GOLF	331.9	gallons	DIESEL	@	2.320	\$	770.01
WESTWOOD GOLF	516.9	gallons	UNLEADED	@	2.390	\$	1,235.39
NORTH BASE	1,515.3	gallons	UNLEADED	@	2.460	\$	3,727.61
NORTH BASE	8,219.3	gallons	DIESEL	@	2.570	\$	21,123.60
FIRE STATION #5	389.9	gallons	UNLEADED	@	2.680	\$	1,045.01
FIRE STATION #5	204.8	gallons	DIESEL	@	2.720	\$	557.06
FIRE STATION #6	324.8	gallons	DIESEL	@	2.660	\$	863.97
FIRE STATION #6	315.8	gallons	UNLEADED	@	2.620	\$	827.40
BULK TANKS	1,200.0	gallons	DIESEL	@	2.570	\$	3,084.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	2,737.9	\$ 6,835.41
DIESEL	10,280.8	\$ 26,398.63

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

<b>JANUARY 2022</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%	68	68	100%	495	495	100%
Provide information requested by citizens within 7 days	95%	68	68	100%	495	495	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	15	15	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	29	29	100%	321	321	100%
Worker Hours Per Gallon of Paint Installed.	0.80	<b>Gallons</b>	<b>Worker Hours</b>	<b>Percentage</b>	<b>Gallons</b>	<b>Worker Hours</b>	<b>Percentage</b>
		2	4	2.00	1661	551.75	0.33
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	<b>Crew Work Days</b>	<b>Total Installations</b>	<b>Average</b>	<b>Crew Work Days</b>	<b>Total Installations</b>	<b>Average</b>
		0.22	1	6.67	1.88	9	4.79
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	<b>Number Performed</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number Performed</b>	<b>Goal Met</b>	<b>Percentage Met</b>
		12	12	100%	93	93	100%
Response to reports on traffic signal malfunctions within one hour.	99%	<b>Number of Reports</b>	<b>Goal Met</b>	<b>Percentage Met</b>	<b>Number of Reports</b>	<b>Goal Met</b>	<b>Percentage Met</b>
		32	32	100%	136	136	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	6	6	100%	42	42	100%
<i>Lower Priority</i> all other signs within one day	90%	45	45	100%	235	235	100%
<i>Street Name Signs</i> within two weeks	90%	27	27	100%	116	116	100%
Percent of work hours lost due to on the job injuries.	<.01%	<b>Total Work Hours</b>	<b>Work Hours Lost</b>	<b>Percentage Met</b>	<b>Total Work Hours</b>	<b>Work Hours Lost</b>	<b>Percentage Met</b>
		3200	0	0.00	22600	16	0.00

## **UTILITIES**

**13**



## Monthly Report

January 2022

### **LINE MAINTENANCE:**

#### Waterline Capital Projects

- Beaumont Drive – 0%
- 1357 12<sup>th</sup> NE Avenue – 0%
- Crest Court – 0%
- Barb Court – In progress

Barb Court: WA0358: - Staff will replace 570 feet of six-inch Ductile Iron with 6" C-900 PVC on Barb Court from Morren Drive to Crestland Drive. Staff has replaced 500 feet, estimate 30-45 days to completion.

#### Water Line Breaks – 19 in January

#### Sewer Line Data

- Total obstruction service requests - 3
  - Private Plumbing: 2
  - City Infrastructure: 1
  - Sanitary Sewer Overflows: 2 on private side

#### Lift Station D Flows:

- Days - 31
- Average daily flow: 1.06 MGD
- Total Monthly flow: 32.86 MG

### **UTILITIES ENGINEERING:**

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

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

Design and permitting work is currently ongoing for the project. The Special Use Zoning was recommended for approval by Planning Commission. Floodplain permits were also obtained for both site locations. Council approved the zoning in November 2021. The next step is to complete the interconnection agreements with the utility companies. The required paperwork for the interconnections will be submitted after Council approval of items on January 18, 2022.

## **WASTEWATER PROJECTS:**

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

Engineer: Staff with assistance from Lemke Surveying

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

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

Engineer: Staff with assistance from local surveyor

12<sup>th</sup> Avenue NE Manhole Replacements (WW0330): This project will replace the existing 36 manholes on the existing 24-inch sanitary sewer line generally running along 12<sup>th</sup> Avenue NE from Alameda Street to north of Robinson Street. Due to the high hydrogen sulfide concentrations, rehabilitation was deemed to not be feasible for the project. The existing manholes have deteriorated such that replacement is warranted. Material delivery challenges have delayed the start of the project. The initial manhole deliveries were received on November 8, 2021. Manhole replacements began in December once all materials were received and seven manholes have been replaced to-date.

WRF Reuse Pilot Study (WW0317) – Project is considering treatment alternatives to produce highly treated effluent at the WRF suitable for discharge in Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, recommend best treatment technologies to allow reuse to be implemented. In July 2020, NUA approved Amendment No. 1 to Garver's contract which fully consolidated all pilot study tasks including procurement/rental of treatment equipment for alternative treatment trains, temporary installation and eventual removal of all pilot study equipment into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consists of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. During June 2021, WRF staff was able to commence operating both trains as intended and commenced full sampling and testing regimen as per Garver's pilot testing protocol. As of November 2021, the Phase II temporary skids for advanced tertiary treatment had been installed, tested, and placed into service. Phase I and Phase II of the study are currently running and sampling is ongoing. The skid with the final advanced tertiary treatment process, Phase III of the study, was delivered to the WRF in early January 2022. Installation of the Phase III skid is ongoing and should be completed and tested, and plant staff trained on its operation by early February 2022. Upon completion, Phase III of the pilot study will run concurrently with Phases I and II and all three will be sampled and tested continuously until at least late Spring 2022 (and possibly into Summer of 2022). Garver's final report is expected to be submitted no later than December 2022.

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

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Current centrifuges are approaching the end of their useful lives, and thus require excessive maintenance and repairs, and, due to poor service provided by manufacturer, often require extended downtime before necessary repairs can be completed to keep them operational. NUA approved a Contract with Garver, LLC on December 8, 2020, and design for this project commenced immediately thereafter. During the first half of 2021, manufacturers of several different dewatering technologies ran demonstration tests that were observed by Garver, WRF and NUA Engineering staff. WRF and NUA Engineering staff also made several site visits at plants in the region to observe other manufacturers/technologies in operation. These demonstrations and observations generally showed that the various screw press technologies could not meet the minimum requirement of consistently producing 20% solids sludge. In response, one manufacturer, PW Tech using their Volute Dewatering Press performed a followup demonstration with a new mixing technology that was supposed to increase percent solids and reduce polymer demand. However, the demonstration failed to show either. Based on these results, Garver issued a Final Version of the Preliminary Engineering Report in November 2021 recommending hydraulic drive centrifuges as the technology for this project. During December 2021 and early January 2022, Garver and NUA met with several reputable centrifuge manufacturers to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, four (4) manufacturers have been approved for inclusion in the project specifications.

Based on feedback from the meetings with centrifuge manufacturers, it appears that the current lead time on centrifuge manufacture is approximately 7 months (1.5 months to produce shop drawings + 0.5 months to review and approve shop drawings + 5 months to manufacture). Based on this long lead time and its likely impact on a traditional design-bid-build construction schedule, the project appears to be a good candidate for Construction Manager at Risk (CMaR) project delivery in which the CM could commence procurement of centrifuges immediately after award of Contract while Garver is concurrently completing final design and thus minimize time lost during construction while awaiting manufacture of centrifuges. Garver is currently preparing schematic drawings and a specification for centrifuges which along with Norman's standard CMaR front end documents should be sufficient to complete a CMaR RFP. Therefore, the CMaR RFP should be ready for release in February 2022. A CM would then be selected and contract awarded in March 2022. Procurement of centrifuges should be complete, shop drawings approved and manufacture commenced by May 2022. Final Design would then be complete in June 2022 and a Guaranteed Maximum Price (GMP) negotiated with CM in July 2022. Construction would commence in August 2022 with ample time to complete preliminary work before Centrifuge delivery in November 2022. Construction should be complete in Spring 2023.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

Bishop Creek Interceptor Project (WW0174): Project will replace or parallel approximately 20,600 feet of existing sewer interceptors in the Bishop Creek wastewater basin to accommodate the full build-out wastewater flows. The project

area generally lies between Highway 9 and Constitution and between Jenkins and Classen Boulevard. Staff will soon prepare an RFP to select design consultant for this and other water/sewer projects.

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

Engineer: PEC, Inc. (Chris Grizer)

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

Engineer: Garver, Inc. (Steve Rice)

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

Engineer: Olsson, Inc. (Kevin Rood)

WRF New Maintenance Building (WW0318) and WRF Main Control Building Renovation (WW0325): - These two projects are being designed under a single design contract and are anticipated to be bid as a single project, either traditional design/bid/build or Construction Manager at Risk (CMaR) project so they will be covered as a single project here. Due to recent plant improvements projects, space formerly used for spare part storage has been incorporated into plant operations space, leaving a shortage of viable storage space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities to offset space lost in existing facilities. The Main Control Building at the WRF was constructed in 1982 and, while some building systems have been replaced and/or upgraded since then, many of the original interior and exterior finishes as well as the main laboratory have not been replaced or renovated 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.

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. Greeley Hansen submitted a draft Preliminary Engineering Report in November 2022 and they are currently incorporating comments into a final report. The November review meeting included a discussion of project delivery methods, and all parties agreed that Construction Manager at Risk (CMaR) was the best option for this project. First, it is believed that the phasing and scheduling of the work could open up several possible value engineering opportunities and having the Construction Manager on board during final design would ensure that these opportunities are properly and fully evaluated and, where costs savings are confirmed, quickly implemented. Moreover, over the past year or so, lead times on seemingly random construction materials and pieces of equipment have gotten extremely long. Having a Contractor on the project team would allow those items with long lead times to be identified and for advance procurements to be scheduled as needed so as to minimized delays to construction.

If CMaR is to be used: Greeley Hansen will submit their final Preliminary Engineering Report in January 2022. This report along with Norman standard CMaR front end documents will serve as the RFP, which would then be advertised in February 2022 and CM selected by March 2022. CMaR Contract would be awarded in April 2022 and, along with value engineering reviews, CM would immediately commence identifying equipment and construction materials with long lead times. The Procurement process for these materials would then commence in May 2022 with the intention of having equipment and materials delivered starting in July 2022 or whenever thereafter, they are needed to keep work on schedule. Final Design, with value engineering input from CM, would continue in the same time frame and should be complete in May 2022. Guaranteed Minimum Price (GMP) would be negotiated during June 2022, and Contract Amendment with approved GMP executed in late June 2022 or early July 2023 with construction commencing immediately thereafter. Construction will be complete in June 2023.

If traditional design/bid/build project delivery is to be used: Project would be advertised in late May 2022, bids opened in June 2022 and awarded in July 2022. Construction would then continue until August 2023 (and possibly longer depending on impact of current supply chain issues).

Engineer: Greely and Hansen LLC (Ana Stagg)

## **WATER PROJECTS:**

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. ODOT required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14. \$840,780 has been previously reimbursed by ODOT for this project. Staff requested reimbursement for the rest of the construction portion in December 2021 and received payment in the amount of \$215,320 from ODOT in February 2021. Staff received Audit Reports from ODOT in April 2021 for reimbursements in the amount of \$36,300 and \$8,700 for design agreements. A rebuttal letter with invoices were sent to ODOT on April 21, 2021 in order to receive reimbursement. However, after review, ODOT explained that they need the invoices to show how much of each invoice went towards each agreement. None of the invoices were broken up showing this distinction, so staff reached out to Benham (who took over SAIC) on June 9, 2021 so that they could provide us with that information. Staff has followed up with Benham and they are still in the process of getting the information needed.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include

about 8,600 feet of 6, 8, and 12-inch PVC pipe. The project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract was awarded on January 12, 2021. Public Notice letters were sent to home and business owners on February 24, 2021 and the contract started on March 3, 2021. Contractors started mobilization on March 10, 2021. The change order and final pay claim have been signed by the Contractor and Engineer, which are set to be approved by Council on February 22, 2022.

Engineer: Cardinal Engineering.

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24<sup>th</sup> Avenue NW to Flood Ave (WA0242): Project will install approximately 6,800 feet of 30-inch PVC C900 along the north side of Robinson Avenue from just east of the 24<sup>th</sup> Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 3,000 feet of 12-inch water line on the south side of Robinson in the same vicinity. The project was bid and the contract was awarded to Garney Companies, Inc. (Garney) in the amount of \$1,978,875.00 on July 14, 2020. As of the end of May 2021, all 12" and 30" water line was installed, tested, and placed into service. On July 22, 2021, a final inspection convened with representatives from Garney, City of Norman and OU Grounds staff in attendance, and a preliminary punchlist was generated. On October 8, 2021, a final punchlist was forwarded to Garney, and all work was deemed complete on November 2, 2021. A final change order has been negotiated and a final pay request is being prepared by Garney. Project will be final accepted by City Council at February 22, 2022.

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

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing were completed to allow for the design to be finalized. Plans were reviewed on February 23, 2021 and a permit was sent to BNSF Railroad for the Lexington Street crossing on March 1, 2021. Staff sent a final Addendum on August 23, 2021 and held a bid opening on August 26, 2021. Total bids ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021. Construction is set to begin on November 3, 2021 and will continue for 330 calendar days. The new line along Goddard received two safe bacteriological tests and is in service, which now allows for a redundant feed into the North Base complex. An easement was approved by Council on February 9, 2022 for the bore at Lexington. Contractors installed the 16-inch waterline in front of the Robinson water tower this month and are laying line north. A traffic control plan was approved by the City Traffic Engineer and a press release will be sent informing citizens of the far right, northbound lane closer during the day. The lane closure will move north with construction until the entire project is complete. The James Garner waterline between Acres and Robinson was added on to the contract for this project. Work will begin as soon as possible so that Public Works can bid their streetscape work in this area in a few months.

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This

will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. Staff are currently reviewing the draft report prior to finalizing the report. The procurement phase, specifically the generation of the Request for Proposal, will begin in November. The bid package will be let in April 2022.

Consultant: E Source (Alyssa Pourciau)

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 32 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (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.

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 will be made in February of 2022.

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. Staff anticipates having an agreement established by December 2021.

Water Metering / Billing Audit Project – This project began in March 2018. Staff is working along with a meter consultant to randomly check approximately 130 domestic meters for accuracy. Meters were sent April 10, 2018 to a third party testing facility that will be used to verify accuracy of measurements. The consultant will compile findings within a report for staff review. Report was received October 2018 and after reviewing results, the ROI was not favorable on the meter inaccuracies alone but staff has contracted with E Source to lead Norman through the best path of obtaining Advanced Metering Infrastructure (AMI). This is the last report for this project and all reporting will be covered under the AMI project.

Robinson Water Line: 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 for NUA review, and, during March 2021, several Zoom calls convened to review NUA comments and address questions that arose from the comments. Based on these discussions and further review of existing conditions, Jacobs has proposed a fairly substantial revision to the alignment, which includes an open cut crossing of 12<sup>th</sup> Ave N.E. and relocating approximately 900 LF of the line into the traffic lanes of Robinson. NUA staff and Public Works staff have reviewed the alignment and deemed it acceptable with some minor conditions. NUA is compiling these conditions and will forward to Jacobs along with a request to immediately proceed with final design and easement acquisition on the basis of the realignment. Two property owners with whom easement agreements must be negotiated, J.D. McCarty and U.S. Department of Veterans Affairs, are also customers with multiple meters with whom NUA intends to negotiate an agreement on master metering. The current intent is to negotiate both concurrently and to include master meter installation for both into this project. Assuming no unexpected delays in easement acquisition, project should be ready for bidding in June 2022 with Contract Award in July 2022 and construction starting immediately thereafter. Project completion would then be anticipated in July 2023.

Engineer: Jacobs Engineering (Lars Ostervold)



Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. Due to the project's close proximity to campus, the design process included public input from University of Oklahoma (OU), OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019, and 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, Phase II was delayed until Spring of 2021. In March 2021, Phase II was delayed again until Spring of 2022. Assuming the project is not deferred again for budgetary reasons, it is now scheduled to advertise during the late Winter of 2022 in order for Low Bidder to start ordering long-lead materials in March and April 2022 (to offset potential supply chain-related delays), ensuring that Contractor can start pipe installation work promptly when Notice to Proceed is issued immediately upon the end of OU's spring 2022 semester on May 15, 2022. Assuming this schedule is maintained, it is anticipated that construction would continue through summer and major work would be completed before the start of the fall semester in August 2022.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108<sup>th</sup> & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects, and NUA approved their contract November 12, 2019. Project design was completed during the first half of 2020, and project was advertised for bid on July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was deemed lowest and best bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued on October 10, 2020. On October 6, 2021, a final inspection convened and all pipe, appurtenances and restoration on the project were deemed complete except for final testing of pipelines, which was ongoing as of the inspection date. The final pipeline section was successfully bacteriologically-tested on November 30, 2021 and all project work has been deemed complete as of that date. A final change order has since been negotiated and Hammer has submitted their final payment request. Project should be final accepted by City Council in February 2022.

Engineer: Cardinal Engineering (Josh Risley)

Water Wells Water Line: 60<sup>th</sup> and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects, and NUA approved their contract November 26, 2019. Design was completed during the first half of 2020, and project was advertised for bid on July 16 and July 23, 2020. Bids were opened August 6, 2020, and SMC Utility Construction was deemed lowest and best bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020, and Notice to Proceed with construction was issued on September 10, 2020. As of June 18, 2021, all 12" diameter well water lines had been installed, tested and were ready for service when needed by NUA. During June and July 2021, SMC worked on restoration of the project. Informal punchlist inspections were made in July 2021 and November 2021, with partial inspections regularly occurring in between. In January 2022, SMC advised NUA that, in their opinion, all project work was complete, and a final inspection to confirm this is scheduled. A final change order has been negotiated with SMC. Assuming project work is deemed complete at upcoming final inspection, project will be submitted to City Council for Final Acceptance on March 8, 2022.

Engineer: Garver Engineers (Jeff Chavez)

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 reuse system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. A kickoff meeting convened on January 6, 2022 and Plummer has commenced work on the study. The study should be completed by April 2022.

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 immediately submitted to Council in April 2022. Bidding Documents would then be completed and project advertised in May 2022, and Bids would be opened, Contracts awarded, and Notice to Proceed issued in June 2022. Rehabilitation work would then proceed through summer (which, given the tank's proximity to OU's campus, is the recommended time frame for the work). Project would then be complete by September 2022.

If Plummer's report does not recommend repurposing Lindsey Tank for non-potable storage, tank will 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 this point, it may be recommended for demolition. If it is determined that construction of additional infrastructure (for example a booster station) could make Lindsey Tower viable as potable water storage for the Norman system again, 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.

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

Engineer: Carollo Engineers (Tom Crowley)

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

Sight Utility on April 27, 2021. The contract transmittal was sent on May 27, 2021 with a start date of June 29, 2021. Contractors started work on August 4, 2021. Contractors completed the final punch list items. The change order and final pay claim are set to be approved by Council on February 22, 2022.

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

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 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. Staff received 90% plans from Engineers this month. Staff will review and send comments back at the end of the month.

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 master 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. Engineers are waiting for the roadway plans to be finished before sending 50% plans for this project so that the roadway and waterlines don't conflict with each other.

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. Changes are currently being made to the streetscape project and

a kick-off meeting will be held once these changes are finalized to better understand the roadway corridor along James Garner.

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with 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 will be signed and approved by Council on February 22, 2022.

Engineer: Garver Engineering (Bret Cabiness)

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

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its 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. The purchase authorization is set to be approved by Council on January 18, 2021.

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the *Norman Transcript* on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project. Staff held a kick-off meeting with Engineers on November 30, 2021 to discuss the preliminary design of the project. 65% plans were received this month. Staff is reviewing and will provide comments to Engineers at the end of this month.

Engineer: SRB (Bryan Mitchell)

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and re-painting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the

clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. After results are obtained, Engineers will put together a cost estimate and technical memo with recommendations for repair/replacement of clarifiers 1 and 2.

### **SANITATION CAPITAL PROJECTS:**

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

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

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

The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. 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.

Architect: Studio Architects, LLC (George Winters)

New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because it is not laid out in a way that would allow for renovations to create a more efficient workspace, a new facility must be constructed. On January 12, 2021, Norman Municipal Utilities Authority (NMUA) approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. TMP completed Design Development level plans and specifications in April 2021 and final plans and specifications in January 2022. Project will advertise on February 10, 2022 with bid opening initially set for March 3, 2022. This would allow for Contract Award in late March 2022 and Notice to Proceed with construction on or about April 1, 2022. Construction should be complete by March 2023.

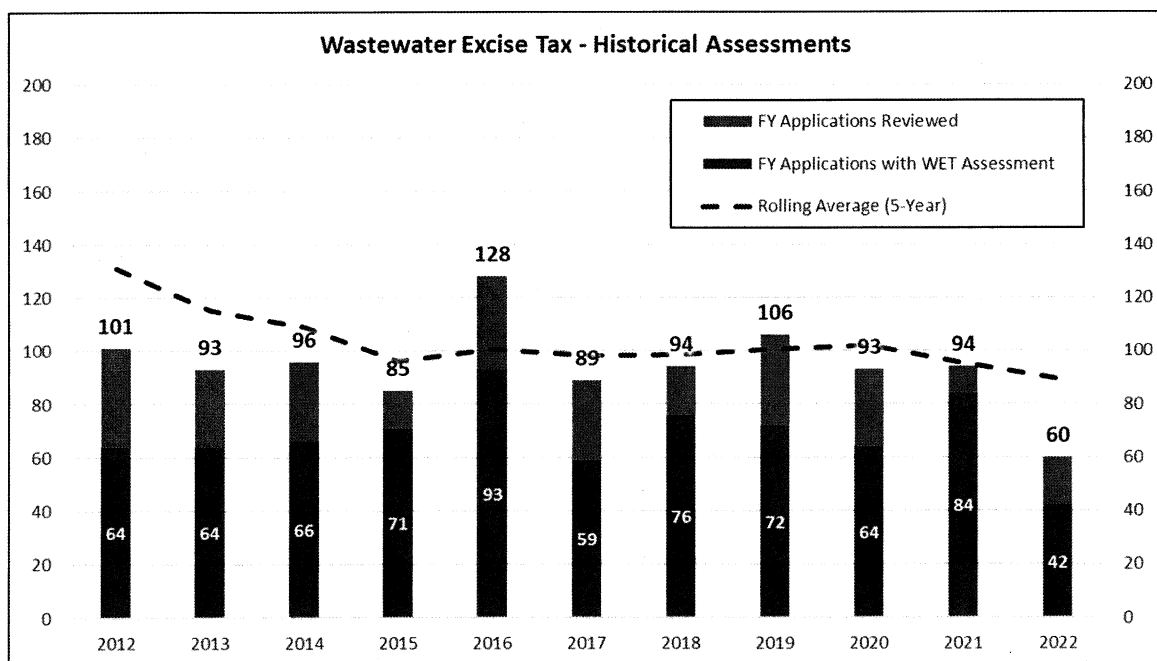
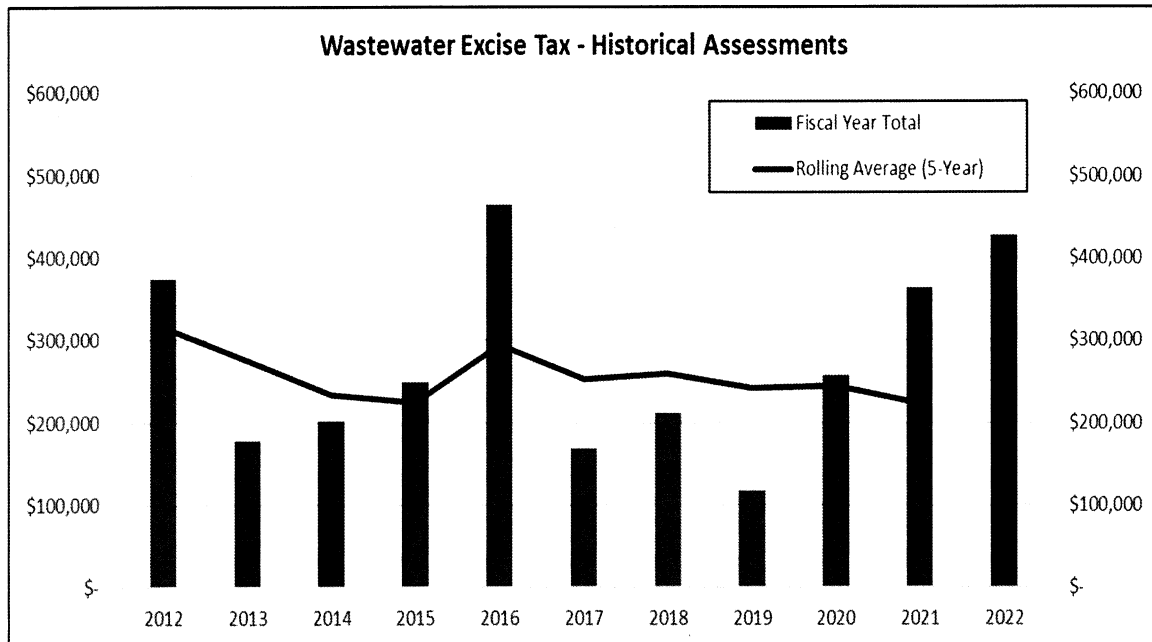
Architect: The McKinney Partnership Architects PC (Toni Bragg)

### **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. Staff met with the Engineer on June 16, 2021 for the kickoff meeting.

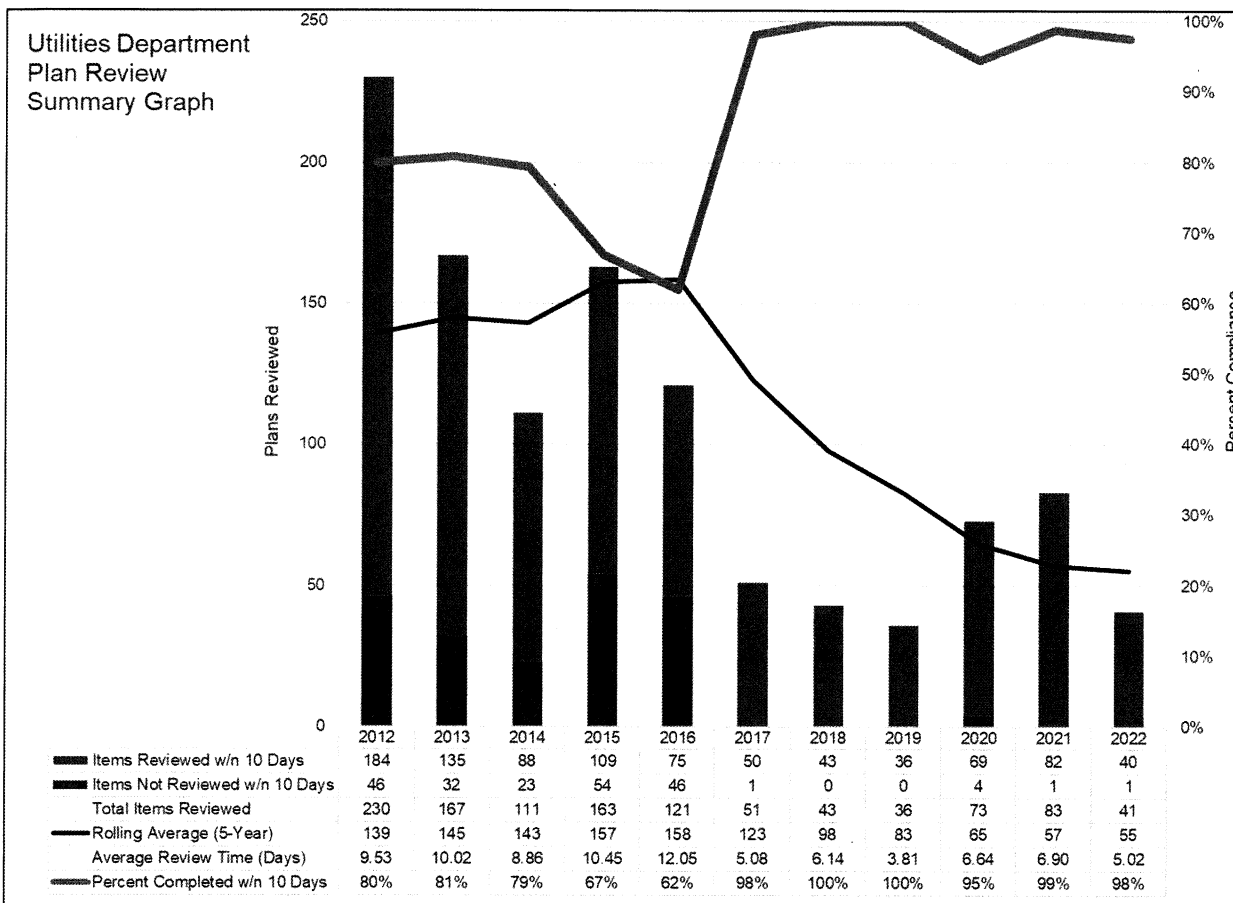
### Wastewater Excise Tax – Non-Residential:

**WRF Investment Fee/Wastewater Excise Tax:** Staff evaluated the Wastewater Excise Tax on 8 commercial entities last month. Of the 8 applications, 5 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. Through January, 57 commercial properties were reviewed and a total of \$420,730.96 was assessed to the 39 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



## PLAN REVIEW:

Eleven plan sets was reviewed during January. Staff have reviewed 41 plans for FYE2022 with an average review time of 5.02 days and with 98 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**

2 Water Well Permits 22-47 and 382 were issued for the month of January.



January 2022  
ENVIRONMENTAL SERVICES DIVISION  
MONTHLY REPORT

**INSPECTIONS**

	January	Year to date
Fats, oil and grease (FOG) program	31	31
Food license approval	2	2
Significant Industrial Users	0	21
<b>Total inspections</b>	<b>33</b>	<b>54</b>

**ROUTINE ACTIVITIES**

	January	Year to date
Significant Industrial User sites sampled	0	22
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%
Household hazardous waste facility visits	3	3
City Departmental visits	3	3

**REVENUE**

	January	Year to date
<b>FOG Program</b>	<b>\$0.00</b>	<b>\$34,950.00</b>
Surcharge	\$9,571.51	\$69,053.04
Lab Analysis Recovery	\$0.00	\$2,996.07
Industrial Discharge Permit	\$0.00	\$4,000.00
<b>Total revenue</b>	<b>\$9,571.51</b>	<b>\$110,999.11</b>

**ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)**

- 1 Provided staff liaison support including agenda setting, meeting attendance, minutes preparation, and issue research.
- 2 Developing an seasonal eating calendar
- 3 Facilitating Yard by Yard Program
- 4 ECAB will have educational stations during the installation of Artful Inlets
- 5 Created the ECAB James O. Harp Environmental Recognition Award
- 6 Established rules and created handout for Waters Worth It Poster Contest

**MISCELLANEOUS ACTIVITIES**

- 1 Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
- 2 Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
- 3 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 Completed Household Hazardous Waste Facility Ribbon Cutting
- 5 Completed HHWF soft opening with employees
- 6 Issued NOV to OU Chem Annex for Cu, Hg, Pb and Zn violations - \$1000 fine likely
- 7 Acts as Interim President of LTWA providing support including agenda setting, issue research and collaboration

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 22		FYE 21	
January, 2022	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	8	6	10
Property Owner Responsibility	23	115	30	170
TOTAL	24	123	36	180
Number of Feet of Sewer Cleaned:				
Cleaned	56,195	760,596	66,437	558,396
Rodded	1,610	21,557	3,810	29,503
Foamed	0	74,476	0	81,695
SL-RAT	5,509	5,509	2,230	112,739
TOTAL	63,314	862,138	72,477	782,333
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	3	2	4
Private	2	8	0	5
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	2	11	2	9
Feet of Sewer Lines Televised	6,061	153,218	17,514	133,537
Locates Completed	300	1,835	264	1,856
Manholes:				
Inspected	863	6,808	917	7,485
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	2.00	51.00	7.70	24.20
Hours Worked at Lift Station	94.02	94.02	126.66	1,103.42
Hours Worked for Other Departments	0.00	648.36	9.23	444.14
OJI Percentage	0.00	230.25	0.00	0.00
Square Feet of Concrete	0	0	0	324
Average Response Time (Hours)	0.44	0.44	0.45	0.40
Claims Paid Per 10,000 People	0	0.0000	0	0.0000

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 22		FYE 21	
January, 2022	MONTH	YTD	MONTH	YTD
New Meter Sets:	55	311	42	372
Number Short Sets	52	303	42	370
Number Long Sets	3	8	0	2
Average Meter Set Time	3.35	3.84	5.21	4.82
Number of Work Orders:				
Service Calls	628	3,027	500	2,866
Meter Resets	0	2	0	5
Meter Removals	2	14	4	16
Meter Changes	24	257	80	399
Locates Completed	477	6,618	668	3,783
Number of Water Main Breaks	19	101	22	114
Average Time Water Off	1.94	1.91	1.85	2.03
Fire Hydrants:				
New	0	0	0	2
Replaced	0	1	2	7
Maintained	122	956	68	638
Number of Valves Exercised	236	1,292	176	1,298
Feet of Main Construction	20	467	24	1,819
Hours of Main Construction	427	958	36	1,965
Meter Changeovers	0	0	0	32
OJI Percentage	0.00	0.00	4.12	1.04
Hours Flushing/Testing New Mains	175.00	674	31	409
Hours Worked Outside of Division	0.75	227.00	15	579

City of Norman, Oklahoma  
Department of Utilities

Monthly Progress Report  
Water Reclamation Facility  
January 1-31, 2022

**Flow Statistics**

	<b>FYE 2022</b>		<b>FYE 2021</b>	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	307.8	2310.6	377.4	2359.4
Total Effluent Flow (M.G.)	281.9	2161.8	365.1	2310.2
Influent Peak Flow (MGD)	10.7	25.5	19.4	20.1
Effluent Peak Flow (MGD)	11.5	25.5	19.2	20.1
Daily Avg. Influent Flow (MGD)	9.9	10.9	12.2	11.0
Daily Avg. Effluent Flow (MGD)	9.1	10.0	11.8	10.7
Precipitation (inches)	0.1	4.9	2.0	15.3

**Discharge Monitoring Report Stats**

5 day BOD:

EPA minimum percentage removal 85%

	<u>Avg.</u>	<u>Avg.</u>
Influent Total (mg/l)	167	125
Effluent Carbonaceous Total	2.1	3
Percent Removal	98.7	97.6
Total Suspended Solids:		
Influent (mg/L)	255	214
Effluent (mg/L)	5	5
Percent Removal	98	97.7
Dissolved Oxygen:		
Influent (min)	0.8	0.72
Effluent (min)	6.4	6.23
pH		
Influent (Low)	7.01	6.89
(High)	8.29	7.36
Effluent (Low)	6.75	6.76
(High)	7.05	7.09
Ammonia Nitrogen		
Influent (mg/L)	27.3	24.4
Effluent (mg/L)	0.1	1.0
Percent Removal	99.6	95.8

**Utilities**

Electrical

Total kWh Used (Plant wide)	623,400	3,734,700	564,280	3,529,300
Aeration Blowers, WSL&Headworks	410,760	1,720,440	357,040	1,230,800
UV Facility	33,600	444,700	35,800	418,200

Natural Gas

Total cubic feet/day (plant wide)	739,000	2,907,000	736,000	3,405,000
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Public Education (Tours)	0	5	0	0
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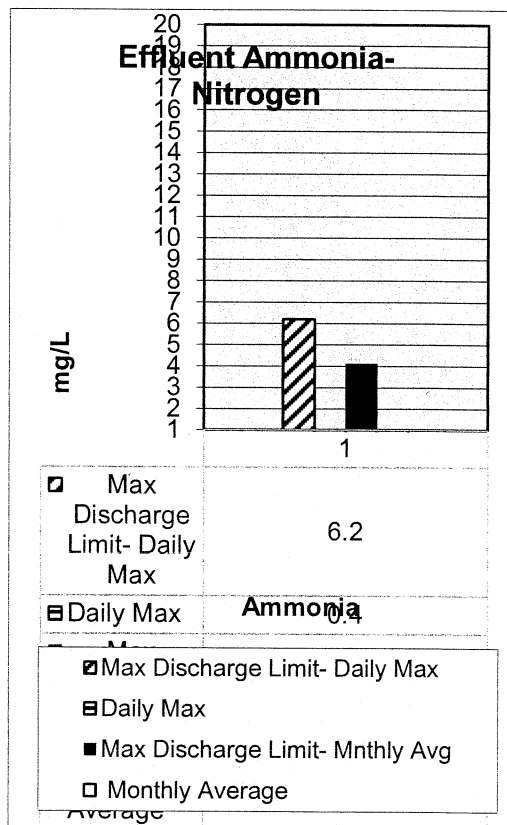
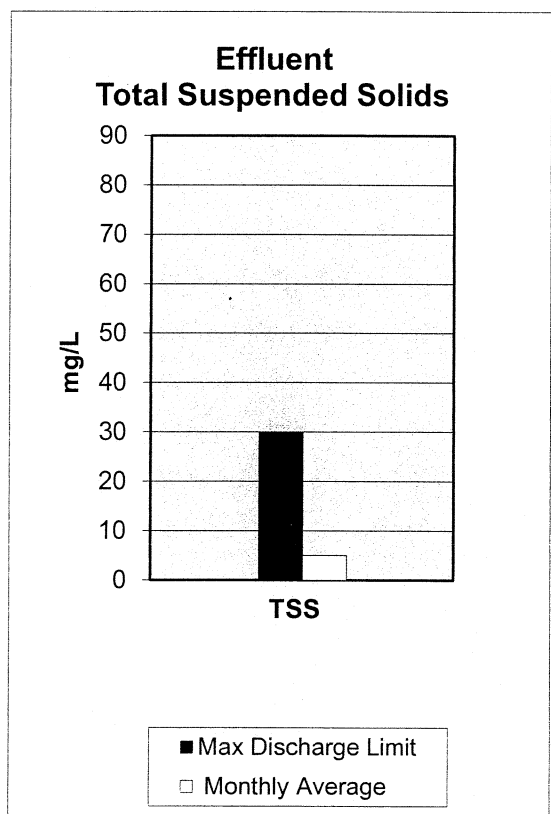
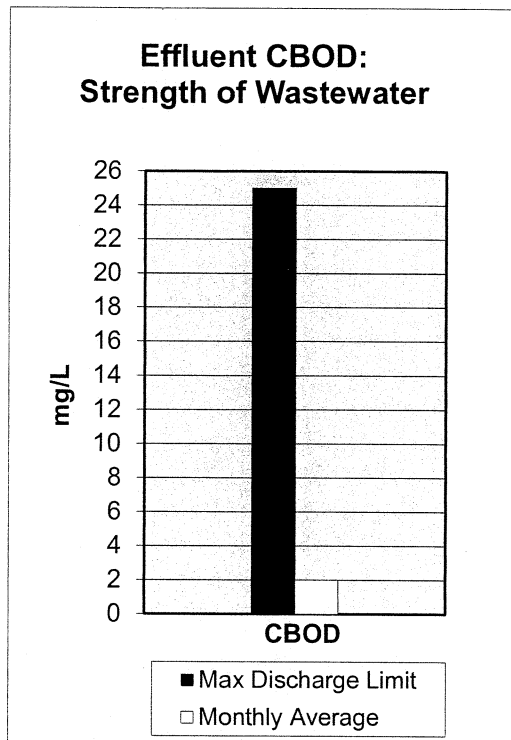
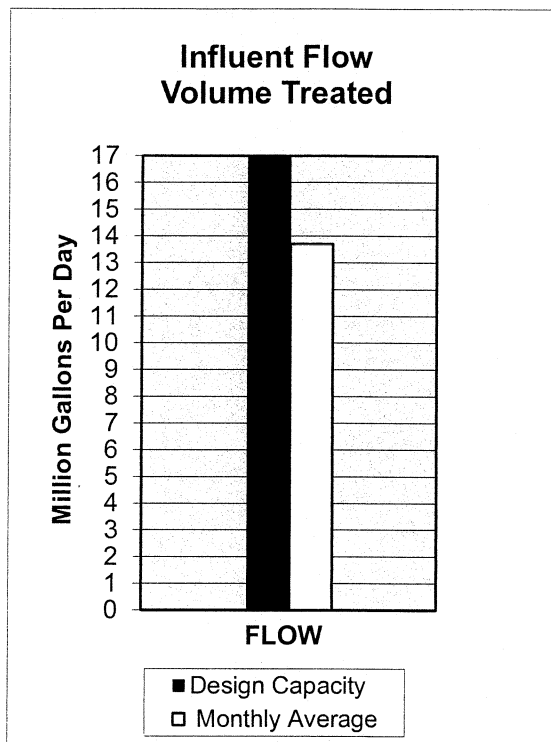
Total Attendees for FYE 22	58		32	
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Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
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OU Golf Course (MG)	0.1	47.8	0.6	42.7
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E.coli geometric mean average for January 2022 8 MPN (Limit is 630)

**CITY OF NORMAN**  
**WATER RECLAMATION FACILITY**  
 January 2022



Comments here

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

**WATER TREATMENT DIVISION**

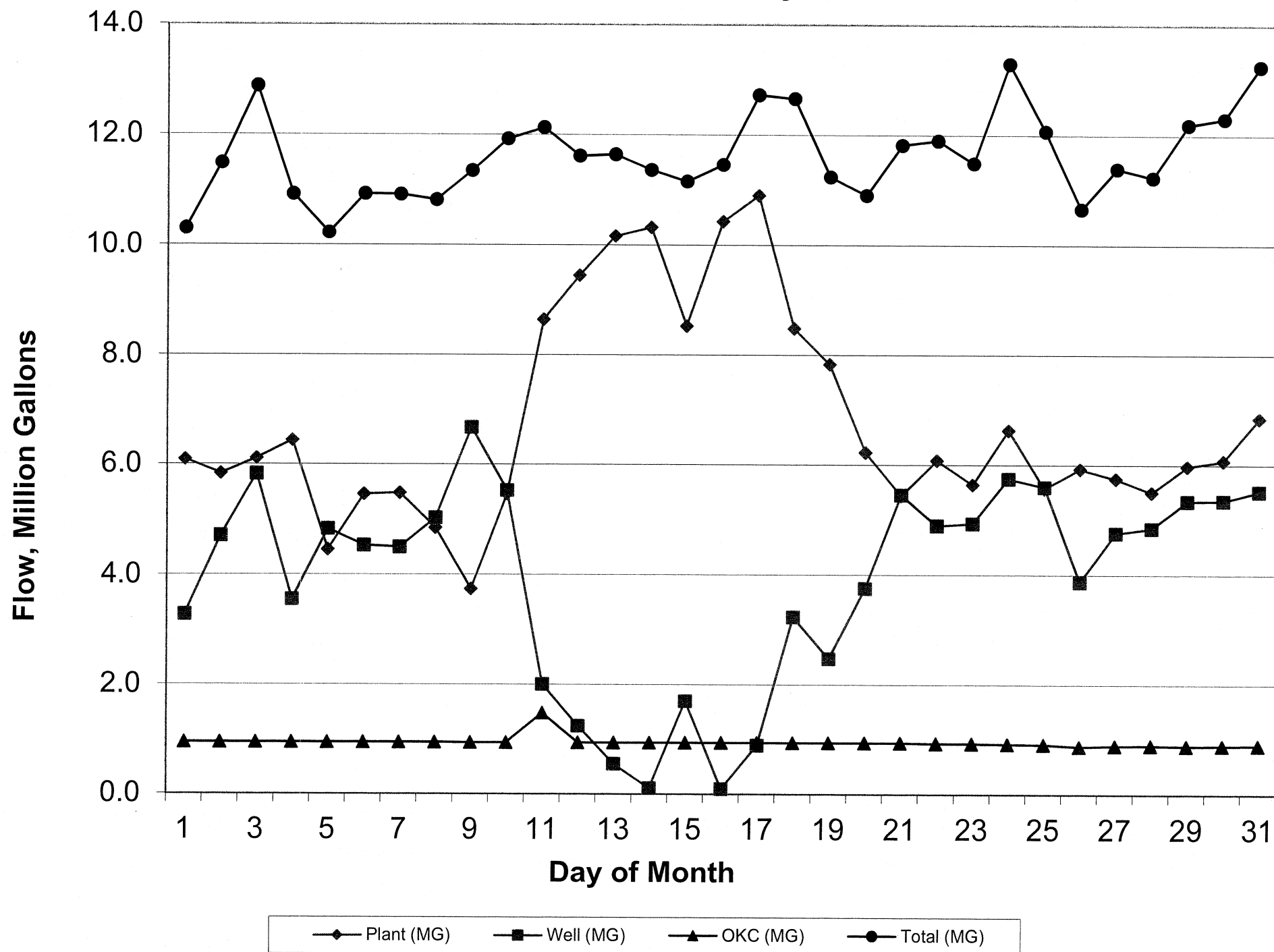
**MONTH: January-2022**

	<u>FYE 2022</u>		<u>FYE 2021</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
<b>Water Supply</b>				
Plant Production (MG)	210.36	2338.67	216.72	2317.74
Well Production (MG)	120.81	633.84	83.42	558.39
Oklahoma City Water Used (MG)	29.10	222.68	30.75	216.67
Total Water Produced (MG)	360.27	3195.19	330.89	3092.80
Average Daily Production	11.62	14.86	10.67	14.39
<b>Peak Day Demand</b>				
Million Gallons	13.29	26.00	12.21	26.00
Date	1/24/2022	8/23/2020	1/4/2021	8/23/2020
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	2.65
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
<b>Costs</b>				
Plant	\$651,454.57	\$4,785,763.75	\$716,579.47	\$5,134,492.85
Wells	\$225,584.09	\$1,547,117.84	\$211,628.83	\$1,502,065.13
OKC	\$92,565.60	\$547,074.35	\$77,453.37	\$582,823.89
Total	\$969,604.26	\$6,879,955.94	\$1,005,661.67	\$7,219,381.87
<b>Cost per Million Gallons</b>				
Plant	\$3,096.91	\$2,046.36	\$3,306.43	\$2,215.30
Wells	\$1,867.26	\$2,440.88	\$2,537.00	\$2,689.98
OKC	\$3,180.73	\$2,456.76	\$2,519.22	\$2,689.87
Total	\$2,691.34	\$2,153.23	\$3,039.31	\$2,334.25
<b>Water Quality</b>				
Total Number of Bacterial Samples	93	672	90	623
Bacterial Samples out of Compliance	3	10	0	1
Total number of inquiries (Note 2)	3	24	5	18
Total number of complaints (Note 2)	3	26	2	28
Number of complaints per 1000 service connections	0.07	0.64	0.05	0.69
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
<b>Safety</b>				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	3	1	1
<b>Public Education</b>				
Number of tours conducted	2	11	0	0
Number of people on tours	46	156	0	0

**Notes:**

Staff installed bleach feed system at well 64. Well 1 pump and motor being replaced (ordered)  
Modification to ladder on Robinson tower completed. Staff started using wells 64,66 and 68.  
Ozone offline waiting on parts. Lox leaking BPV replaced

## Water Production for January 2022



# MONTHLY TRANSFER STATION REPORT

January 2022

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	220.78	\$11,150.77
STANDARD TONS	1,595.54	\$93,270.57
CASH TONS:	269.61	\$11,651.00
TOTALS:	2,085.93	\$116,072.34

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	430.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8181.99
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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:	430.00
GRAND TOTAL TONS TO LANDFILLS	8,181.99

DISPOSAL COST PER TON (OKC)	\$21.47
TIPPING FEE'S FOR DUMPING AT OKC:	\$175,667.33
GRAND TOTAL TIPPING FEE'S	\$175,667.33

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	604.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3393.26
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	401.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2556.70
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1005.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	5949.96
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	181.14
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TOTAL TONS RECEIVED AT TRANSFER STATION	16399.02
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## Drop Center Report    JANUARY 2022

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,200.00	\$0.00		0	0	0%	\$21.47	\$1,249.67
PLASTICS:	\$15.00	\$0.00						\$26,830.41
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$60.00	\$0.00						
CARDBOARD:	\$145.00	\$0.00						

RECYCLING CENTER DATA:	#9	Westwood	Hollywood	Transfer					
	TONS	TONS	Tons	Tons	Total Tons	PRO/FEE	Revenues	Net	
ALUMINUM:	0.28	0.2	0.46	0	0.94	\$0.00	\$1,128.00	\$1,128.00	
PLASTICS:	1.44	1.22	3.3	0	5.96	\$0.00	\$89.40	\$89.40	
STEEL CANS:	0.25	0.2	0.58	0	1.03	\$0.00	\$0.00	\$0.00	
MIXED OFFICE PAPER:	0	0	5.79	0	5.79	\$0.00	\$347.40	\$347.40	
CARDBOARD:	14.48	9.41	26.4	1.22	51.51	\$0.00	\$7,468.95	\$7,468.95	
RECYCLING CENTER TOTALS:	16.45	11.03	36.53	1.22	65.23	\$0.00	\$9,033.75	\$9,033.75	

Other Cardboard Containers		Compactors		Wood		Glass		Metal	
TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues
48.09	\$6,973.05	8.23	\$1,193.35	4.48	\$0.00	22.94	\$0.00	4.98	\$498.00
								Cost	\$140.00
								Profit	\$358.00

Expenses	Average hrly+ benefits					
	Cage Rolloff	Cardboard	Occ Compact	MXD Office	Total	
Hours	32	196.5	4	4	236.5	
Labor \$	\$856.96	\$5,262.27	\$107.12	\$107.12	\$6,333.47	
Vehicle cost	\$0.00	\$1,194.60	\$0.00	\$0.00	\$1,194.60	

Revenue	Income	Expense	Net	Customer Revenue
	\$29,383.98	\$7,528.07	\$ 21,855.91	\$11,825.83

Total All Recycle and Cardboard	
Tons	Revenues
153.95	\$17,558.15

Total Recycle Only	
Tons	Revenues
46.12	\$1,922.80

Total Cardboard	
Tons	Revenues
107.83	\$15,635.35

**CURBSIDE MONTHLY RECYCLING REPORT****Jan-22****PROGRAM STATISTICS**

	<b>AVERAGE</b>
	<b>MONTH</b>
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	11.75
POUNDS PER HOME:	20.93

**COMMODITY BY TON**

	<b>% of Total</b>	<b>TONS</b>
ALUMINUM BEVERAGE CAN	1.96%	6.91
#1 PET	4.08%	14.38
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	35.5
MIX PAPER	29.67%	104.59
PLASTIC FILM	0.60%	2.12
#2 NATURAL	1.11%	3.91
#2 COLOR	1.66%	5.85
#3-#7	0.00%	0
METAL	0.30%	1.06
RIGIDS	0.26%	0.92
TIN-STEEL SCRAP	2.14%	7.54
TRASH	27.91%	98.39
OCC	20.24%	71.35
<b>TOTAL</b>	<b>100.00%</b>	<b>352.52</b>

	<b>MONTH</b>
SERVICE CALLS (MISSES)	44
HOUSESIDE	7
REMINDER	1
SCATTERED	
MISC.	1
REPAIR	14
NEW	40
ADD	13
MISSING	6
EXCHANGE	0
REPLACE	9
PICK UP	10
<b>TOTAL CALLS</b>	<b>145.00</b>

	<b>MONTH</b>
<b>LANDFILL COST AVOIDANCE</b>	<b>\$6,962.27</b>

## SANITATION DIVISION PROGRESS REPORT

SUMMARY 2022

	FYE 21		FYE 22	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	4	3	7
<u>On The Job Injuries</u>	0	8	3	5
<u>Bulk Pickups</u>	41	185	35	219
<u>Refuse Complaints</u>	76	674	75	625
<u>New Polycarts Requests</u>	79	488	55	403
<u>Polycarts Exchanges</u>	7	58	9	77
<u>Additional Polycart Requests</u>	71	458	87	622
<u>Replaced Stolen Polycarts</u>	15	157	31	191
<u>Replaced Damaged Polycarts</u>	69	627	59	607
<u>Polycarts Repaired</u>	38	266	26	309

## COMPOST MONTHLY REPORT

JANUARY

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	137.03
LANDFILL TIPPING FEE'S	\$ 21.47
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 2,942.03
TONS BROUGHT IN BY PUBLIC:	660.00
TONS BROUGHT IN BY CONTRACTORS :	1,600.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	75.00
LANDFILL TIPPING FEE'S	\$ 21.47
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 50,132.45
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 53,074.48
REVENUE COLLECTED FROM COMPOST SALES:	\$660.00
REVENUE COLLECTED FROM GATE SALES:	\$4,330.00
TOTAL TONS COLLECTED	2,472.03

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN	0	
DRYING BEDS	0	
COMPOST SOLD BY CUBIC YARDS		198
MULCH SOLD BY CUBIC YARDS	1,800	
TOTAL:	1,800	198