

City of Norman



Monthly Departmental Report

November 2022

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK**MONTHLY PROGRESS REPORT****November 2022**

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	18	77	1	10
Bus Service	0	0	0	0
CDBG	0	5	0	7
City Clerk	58	500	2	15
City Manager/Mayor	2	36	4	40
City Wide Garage Sale	0	0	0	0
Code Enforcement	20	272	1	20
Finance	2	29	0	0
Fire/Civil Defense	2	20	0	2
Human Resources	10	48	0	0
I.T.	9	36	0	0
Legal	4	34	0	5
Line Maintenance	18	94	2	8
Municipal Court	1	15	0	1
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	11	106	0	13
Permits/Inspections	34	224	1	3
Planning	12	57	0	2
Police/Parking	26	151	10	61
Public Works	12	88	0	7
Recycling	0	0	0	1
Sanitation	45	267	2	8
Sidewalks	0	0	1	4
Storm Debris	0	0	0	0
Storm Water	5	59	0	20
Streets	14	150	1	20
Street Lights	0	0	9	19
Traffic	19	134	2	7
Utilities	59	385	1	13
WC Questions	0	0	0	0
WC Violations	0	0	0	0
November Total: 418	381	2787	37	286

LICENSES

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

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	1	1
Brewer	0	1	Retail Spirits Store	0	1
Coin-Operated Devices	0	2	Retail Wine	1	1
Distiller	0	0	Salvage Yard	0	0
Food	2	21	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	2	4
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	1	5
Kennel	1	1	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	8	Special Event	2	2
Medical Marijuana Grower	0	1	Strong Beer & Wine/Winemaker	0	3
Medical Marijuana Processor	2	5	Taxi/Motorbus/Limousine	0	1
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	1	3	Temp Food (one day)	1	5
Mixed Beverage/Caterer	0	3	Temp Food (30 day)	1	5
Pawnbroker	0	0	Temp Food (180 day)	1	9
Pedicab	0	3	Transient Amusement	0	0
YTD License Total: 85	7	48		10	37

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Bed N Bones Kennel	2817 Cedarcrest St.	Kennel
Chopper Farms	10808 Alameda Dr.	Medical Marijuana Dispensary
Hangin Grow	1740 Topeka Dr.	Medical Marijuana Processor
USCP Manufacturing	5733 Huettner Ct.	Medical Marijuana Processor
Christmas Market at The Farm	4091 E. Franklin Rd.	Special Event
Stash	412 E. Main St.	Special Event
Hi-Def Nutrition	1000 Alameda St 102-A	Food Service License
Mamaka Bowls	119 W. Boyd St.	Food Service License
Wal-Mart Mark #5805A Fuel Store	3571 W. Rock Creek Rd.	Retail Beer
Wal-Mart Mark #5805A Fuel Store	3571 W. Rock Creek Rd.	Retail Wine
Hideaway Pizza	1353 24 th Ave NW	Occupational Tax/Mixed Beverage

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction	Wiggins Jon	
	3 Dimensional Roofing	

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Oh Sugar Honey Iced Tea	Riko's Tacos	B's Smokehouse

LAW SUITS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
11-28-22	Candice Smith	Claiming wrongful termination. Employed from March 4, 2021 until around July 19, 2021. Seeking judgement for all compensatory damages suffered and attorney fees.	Undetermined

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
11-08-22	Kent Turner	Alleges that on October 25, 2022 while at the store a City of Norman vehicle #5201-F backed into his vehicle. Repair cost in the amount of \$3,157.53	\$3,157.53
11-23-22	Cox Communications	Alleges that City of Norman utilities crew damaged their underground coax cable during water excavation work. Third Party Claims Center # 2MN130528	\$1,582.43

STUDY SESSION

On November 01 2022, City Council met in Study Session and discussed Local Development and Redevelopment Tools.

On November 15, 2022, City Council met in Study Session and discussed the status of the FYE 2023 Capital Improvements Program Budget and preparation of FYE 2024 Capital Improvements Program Budget. Additionally, discussed a Resolution appropriating \$1,139,088 from the Seizures and Restitution Fund balance for the purchase of certain public safety equipment to be used during special events, critical incidents, search and rescue events and safety equipment for the Swat Team and Hazardous Devices Unit.

On November 29, 2022, City Council met in Study Session to discuss modifications to the Engineering Design Criteria.

FINANCE COMMITTEE

On November 17, 2022, the Finance Committee met to discuss the FYE 2022 Preliminary Audit, also funding to address Departmental Staffing levels. Additionally, discussed an Ordinance empowering the City Manager to set the price for the use of City owned Charging Stations by other governmental entities and the general public as well as discussion regarding the Monthly Revenue and Expenditures reports.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On November 03, 2022, the Business and Community Affairs Committee met and had a presentation of the 2022 Norman Community Interest and Opinion survey for the Parks System

COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On November 30, 2022, the Community Planning and Transportation Committee met and presented Public Transit Report. Additionally, discussed Traffic Management around the University of Oklahoma Campus. Continued discussions regarding Railroad Safety in Norman.

OVERSIGHT COMMITTEE

On November 10, 2022, the Oversight Committee met to discuss possible amendments to the City's Carport Ordinance.

CITY MANAGER

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NORMAN FORWARD 2A



Memorandum

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

From: A.J. Kirkpatrick, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 10.31.2022

Re: November 2022 Monthly Report

REPORT PERIOD: November 1 through November 30, 2022

WORK THIS MONTH

1. Tuesday, November 1, 2022 | 9:00 a.m. | NMC Dev. Center - Chiller Power Pricing Options
 - a. Site visit reviewing possible solutions for chiller power
2. Tuesday, November 1, 2022 | 10:00 a.m. | Young Family Art Gift @ YFAC
 - a. Meeting with donors regarding art project inside YFAC
3. Tuesday, November 1, 2022 | 3:30 p.m. | YFAC FSB/ADG Coordination Pre-meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
4. Wednesday, November 2, 2022 | 9:30 a.m. | Senior Center Door Hardware
 - a. Review of door hardware versus original keying plan for facility
5. Thursday, November 3, 2022 | 9:00 a.m. | Griffin Park Phase 5 & Phase 6 OAC
 - a. Discussion of project schedule, budgets, and critical issues
6. Thursday, November 3, 2022 | 2:30 p.m. | Norman Senior Center Progress Meeting
 - a. Discussion of project schedule, budgets, and critical issues
7. Friday, November 4, 2022 | 10:00 a.m. | CON/Building C Renovations/AV Design Meeting
 - a. Meeting with design team and IP Design to review AV coordination items
8. Friday, November 4, 2022 | 2:00 p.m. | YFAC AV Progress Check-in
 - a. Meeting with team members to discuss design and procurement of AV items
9. Monday, November 7, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
10. Monday, November 7, 2022 | 1:00 p.m. | Reaves Park OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
11. Monday, November 7, 2022 | 1:00 p.m. | Reaves Park Punch Walk
 - a. Review of outstanding items at Reaves Park
12. Monday, November 7, 2022 | 1:30 p.m. | ECOC: Owner-Provided Technology Discussion
 - a. Review of owner-provided technology items and technology components
13. Tuesday, November 8, 2022 | 2:00 p.m. | Norman ECOC Bi-weekly Programming Meeting
 - a. Discussion of programming issues on the ECOC
14. Tuesday, November 8, 2022 | 3:30 p.m. | YFAC FSB/ADG Coordination Pre-meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
15. Tuesday, November 8, 2022 | 4:00 p.m. | YFAC - Bi-Weekly RFC/Submittal Review
 - a. Meeting with FSB to facilitate coordination of contract documents

16. Wednesday, November 9, 2022 | 10:00 a.m. | Norman Municipal Complex - OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
17. Wednesday, November 9, 2022 | 2:00 p.m. | City of Norman TMC - Progress Meeting
 - a. Bi-weekly meeting reviewing progress and discussing coordination items
18. Thursday, November 10, 2022 | 1:00 p.m. | YFAC - OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
19. Thursday, November 10, 2022 | 1:45 p.m. | Daktronics Discussion
 - a. Meeting with representative from scoreboard company re: YFAC
20. Monday, November 14, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
21. Thursday, November 17, 2022 | 9:00 a.m. | Griffin Park Phase 5 & Phase 6 OAC
 - a. Discussion of project schedule, budgets, and critical issues
22. Thursday, November 17, 2022 | 10:00 a.m. | Non-Mandatory Pre-Bid for Norman Senior Center BP4
 - a. Pre-bid opportunity for contractors interested in bidding on Senior Center
23. Thursday, November 17, 2022 | 1:00 p.m. | NF YFAC Bi-weekly Programming Meeting
 - a. Discussion of outstanding design decisions
24. Thursday, November 17, 2022 | 2:30 p.m. | Norman Senior Center Progress Meeting
 - a. Discussion of project schedule, budgets, and critical issues
25. Friday, November 18, 2022 | 9:00 a.m. | Reaves Park OAC Meeting
 - a. Discussion of project schedule, budgets, and critical issues
26. Friday, November 18, 2022 | 11:30 a.m. | ECOC Lighting Review
 - a. Reviewed lighting components prior to 100% CD submittal
27. Tuesday, November 22, 2022 | 3:30 p.m. | FSB/ADG YFAC Coordination Pre-Meeting
 - a. Meeting with FSB to facilitate coordination of contract documents
28. Tuesday, November 22, 2022 | 4:00 p.m. | YFAC - Bi-Weekly RFC/Submittal Review
 - a. Meeting with FSB to facilitate coordination of contract documents
29. Monday, November 28, 2022 | 10:30 a.m. | Weekly N.F. Staff-ADG Coordination Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
30. Monday, November 28, 2022 | 1:30 p.m. | Development Center Grand Opening / Ribbon Cutting
 - a. Meeting discussion ribbon cutting / grand opening event for Development Center
31. Monday, November 28, 2022 | 2:00 p.m. | CON FFE Proposals
 - a. Reviewed proposals for additional work with Interiors team
32. Tuesday, November 29, 2022 | 8:30 a.m. | Norman Municipal Complex – Dev Center Punch
 - a. Punch walk for Development Center
33. Wednesday, November 30, 2022 | 2:00 p.m. | North Base Phase 2 Vehicle Wash Facility Preconstruction Meeting
 - a. Meeting with construction team and project team for project orientation

Construction Observation Site Visits:

- a. Griffin, Phases 5 and 6: 8
- b. Municipal Complex, City Hall: 3
- c. Municipal Complex, Development Center: 9
- d. North Base: 5
- e. Young Family Athletic Center: 9
- f. Reaves Park: 9
- g. Senior Center: 5

WORK ANTICIPATED THE UPCOMING MONTH (December 2022)

- Emergency Communications and Operations Center
 - Permitting, receiving bids
 - Recurring bi-weekly programming meetings

- Griffin Park
 - Phase 5: Games begin. Warranty list for Field 20
 - Phase 6: Construction underway and on schedule
- Reaves Park
 - Construction underway
- North Base Complex
 - Final reports for Davis Bacon compliance and deliverables
 - Cleaning Bay repair complete. Final Punch/Warranty on 12.14.22.
- Young Family Athletic Center / Indoor Aquatic and Multi-Sport Facility
 - Recurring bi-weekly OAC meetings and programming meetings
 - Ongoing vertical construction; interior partitions in progress; Competition pool underway
- Senior Wellness Center
 - Construction underway; Structural steel in progress
 - Recurring OAC meetings
 - GMP #6 submitted to CoN, to Council on 12.13.22.
- Municipal Complex
 - Development Center: Construction underway, substantial completion scheduled for 11.28.22
 - Municipal Courts: Construction document completion, Plans to be issued for bid 11.16.22
 - Building C: Design development completion
 - FF&E selection, procurement, and layout underway
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- Norman ECOC
 - a. Schedule: Construction documents underway
 - b. Budget: Alignment in progress
 - c. Issues: No known issues
- Griffin Park
 - a. Schedule: Phase V construction completion, Phase VI in construction
 - b. Budget: Alignment in process
 - a. Issues: No known issues
- Reaves Park
 - a. Schedule: Construction ongoing
 - b. Budget: In Budget
 - c. Issues: No known issues
- Young Family Athletic Center / Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: Construction ongoing
 - b. Budget: In budget
 - c. Issues: AV Coordination and Procurement
- Senior Wellness Center
 - a. Schedule: Construction ongoing
 - b. Budget: Alignment in process; GMP #6 still forthcoming
 - c. Issues: Coordination with Oceans development; Sale date of 718 N Porter; AV Coordination and Procurement

- North Base
 - a. Schedule: Punch list completion, TCO in place
 - b. Budget: In budget
 - c. Issues: Punch/Warranty list completion
- Ruby Grant
 - a. In operation: Final acceptance by City Council on January 18, 2022
 - b. Budget: In budget
- Westwood Indoor Tennis Facility
 - a. In operation: Opening Celebration on May 24, 2019
 - b. Budget: In budget
 - c. Issues: Court paint warranty extended another 12 months from September 22, 2022
- East Library
 - a. In operation: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
- Central Library
 - a. In operation: Opening Celebration on November 4, 2019
 - b. Budget: Within budget
- Westwood Family Aquatic Center
 - a. In operation: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated March 2022
 - d. Issues: None

SUBMITTED BY: ADG – A.J. Kirkpatrick

CITY OF NORMAN

Department of Finance
Monthly Report – November 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 November are discussed below:

Treasury Division:

In the month of November, the Treasury Division processed 37,952 payments in person and over the phone, a decrease of -2% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 12,847 payments in November, a decrease of -3% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of November by -1.5%. Revenues from the City's largest single source of revenue, sales tax, are above target by 3.9% for the year to date and 1.5 % above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 23 Budget To Date	FYE 23 Actual To Date	FYE 22 Actual To Date	FYE 21 Actual To Date
Sales Tax Revenue	\$22,540,708	\$23,417,938	\$23,069,751	\$18,568,398
General Fund Revenue	\$41,934,647	\$41,312,569	\$38,836,899	\$43,159,216
General Fund Expenses	\$40,907,096	\$40,078,713	\$34,284,763	\$39,887,246

Administration Division

	FYE 23		FYE 22	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	1,448.00	320.00	1,760.00
Total Comp Time Available	0.00	13.75	14.25	42.00
Total Overtime Hours	0.00	0.00	0.00	0.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 160.00	 1,461.75	 334.25	 1,802.50
Benefit Hours Taken	8.00	229.75	64.00	259.25
 TOTAL ACCOUNTABLE STAFF HOURS	 152.00	 1,232.00	 270.25	 1,543.25
 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

ACCOUNTING 3A

Accounting Division

	FYE 23		FYE 22	
	November	YTD	November	YTD
Total Regular Hours Available	1,120.00	6,160.00	1,024.00	5,344.00
Total Comp Time Available	3.50	14.25	13.25	26.00
Total Overtime Hours	3.00	31.50	0.75	97.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,126.50	 6,205.75	 1,038.00	 5,467.25
Benefit Hours Taken	140.75	998.00	179.50	719.50
 TOTAL ACCOUNTABLE STAFF HOURS	 985.75	 5,207.75	 858.50	 4,747.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 23 October	FYE 23 November	Plus/Minus
Total Revenue Received (\$)	\$5,642,430	\$4,848,852	(\$793,578)
Utility Payments - Office (#)	38,662	37,952	(710) -1.84%
Utility Payments - Office (\$)	\$5,314,937	\$4,529,866	(\$785,071)
Paymentus (#)	13,273	12,847	(426) -3.21%
Paymentus (\$)	\$1,408,949	\$1,298,249	(\$110,700)
Lockbox (#)	10,714	9,813	(901)
Lockbox (\$)	\$1,783,509	\$1,400,060	(\$383,449)
E-Lockbox (#)	3,638	3,627	-11
E-Lockbox (\$)	431,060	328,994	(\$102,066)
Bank Draft Payments (#)	11137	11208	71
Bank Draft Payments (\$)	\$1,335,122	\$1,209,951	(\$125,171)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	102	107	5
Processed Return Checks (\$)	(\$13,222)	(\$13,394)	(\$172)
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	93,352	9,158	(\$84,194)
Municipal Court - Fines/Bonds (\$)	118,793	116,926	(\$1,867)
Municipal Court - Credit Card (#)	349	387	38
Municipal Court - Credit Card (\$)	59,216	59,016	(200)
Building Permits Cash Report (\$)	203,373	194,722	(\$8,651)
Building Permits Credit Card (#)	338	321	-17
Building Permits Credit Card (\$)	\$106,568	\$118,095	\$11,527
Occupational License - Bldg Insp. (\$)	\$2,534	\$2,136	(\$398)
Occupational License - Bldg Insp. CC (#)	31	18	-13
Occupational License - Bldg Insp. CC (\$)	\$2,004	\$1,636	(\$368)
Business License - City Clerk (\$)	2,793	5,103	\$2,310
Accounts Receivable Billed (\$)	\$37,857	\$370,912	\$333,055

Budget Services Division

	FYE 23		FYE 22	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,760.00	320.00	1,759.50
Total Comp Time Available	1.25	1.25	1.50	6.00
Total Overtime Hours	0.75	1.00	0.00	0.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 322.00	 1,762.25	 321.50	 1,766.00
Benefit Hours Taken	36.50	195.50	34.75	258.75
 TOTAL ACCOUNTABLE STAFF HOURS	 285.50	 1,566.75	 286.75	 1,507.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

Treasury Division

	FYE 23		FYE 22	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	4,400.00	639.00	3,968.25
Total Comp Time Available	0.00	16.25	0.00	68.75
Total Overtime Hours	38.75	231.75	35.50	200.00
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	838.75	4,648.00	674.50	4,237.00
Benefit Hours Taken	203.50	910.00	135.25	574.25
TOTAL ACCOUNTABLE STAFF HOURS	635.25	3,738.00	539.25	3,662.75
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

UTILITY 3C

Utility Division

	FYE 23		FYE 22	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	6,160.00	2,464.00	13,046.00
Total Comp Time Available	4.75	54.75	115.50	160.25
Total Overtime Hours	48.75	302.50	13.25	515.50
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	1,173.50	6,517.25	2,592.75	13,721.75
Benefit Hours Taken	183.25	956.75	350.00	2,153.00
TOTAL ACCOUNTABLE STAFF HOURS	990.25	5,560.50	2,242.75	11,568.75
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

Office Services

	FYE 23		FYE 22	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,760.00	319.00	1,757.75
Total Comp Time Available	3.25	3.50	0.00	0.00
Total Overtime Hours	37.00	222.00	29.00	170.75
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	 360.25	 1,985.50	 348.00	 1,928.50
Benefit Hours Taken	88.00	262.00	24.00	276.25
 TOTAL ACCOUNTABLE STAFF HOURS	 272.25	 1,723.50	 324.00	 1,652.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

Drive-up Window and Mail Payments - FYE 2023

	Oct '22	Nov '22
Mail Payments - Lockbox	10,174	9,813
Mail Payments - E-Lockbox	3,638	3,627
Mail Payments - Office	102	91
Total Mail Payments - Subtotal	13,914	13,531
Night Deposits	116	161
Paymentus Payments	13,273	12,847
Without assistance paymnts - Subtotal	13,389	13,008
Office Payments	2,186	2,274
With assistance payments - Subtotal	2,186	2,274
Total Payments Processed - Subtotal	29,489	28,813
Bank Draft (ACH) Payments	11137	11208
Total Payments (Utility)	40,626	40,021
Total Payments	58,978	57,626

Traffic Counter at Drive-up Facility

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

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

Utility Division Activity Report - FYE 2023

	FYE 23		FYE 22	
	November	YTD	November	YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,681	221,972	43,868	217,788
New Deposit Ons Billed	636	4,173	660	4,021
Final Accounts Billed	632	3,591	546	3,397
TOTAL METERS READ	45,949	229,736	45,074	225,206

FIRE DEPARTMENT

4



NFD Monthly Progress Report

November 2022

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	18	1.17%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.06%
3 - Rescue & emergency	937	60.69%
4 - Hazardous Conditions (No Fire)	23	1.49%
5 - Service Call	129	8.35%
6 - Good Intent Call	342	22.15%
7 - False Alarm & False Call	80	5.18%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	1	0.06%
Incomplete Reports	13	0.84%
Total Incident Count (Unique Calls)	1544	100.00%
Number of Total Unit Responses	1931	

Total Fire Loss \$379,250.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	311	290	0:04:50
Station #2	207	312	0:05:12
Station #3	299	347	0:05:47
Station #4	155	318	0:05:18
Station #5	65	617	0:10:17
Station #6	54	547	0:09:07
Station #7	170	352	0:05:52
Station #8	123	348	0:05:48
Station #9	156	321	0:05:21

Community Outreach

Tours and Special Events	11	Tours & Public Safety Presentations, Veteran's Day Parade
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Burn Permits

Burn Permits Issued	69	Conditions were favorable for burning 7 days in November
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Training

Total Personnel Training Hours	2257	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

November 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
NFD3	10	0	1	1	1	2	3	1	0	1
Chief 301	18	3	3	1	1	0	0	5	5	0
Chief 302	17	3	5	1	1	1	2	1	1	2
Chief 303	9	0	1	2	1	0	0	3	1	1
Chief 304	6	2	1	1	1	0	0	1	0	0
Chief 401	7	1	1	3	0	0	2	0	0	0
Chief 402	12	1	1	2	0	3	3	1	0	1
Chief 403	10	1	0	2	1	2	2	0	0	2
Chief 404	6	2	1	1	0	2	0	0	0	0
Engine 1	324	301	1	8	0	1	4	5	0	4
Brush 1	5	3	0	0	0	0	1	1	0	0
Ladder 1	25	15	1	2	1	0	0	3	0	3
Engine 2	216	3	201	3	3	0	0	5	0	1
Brush 2	6	0	6	0	0	0	0	0	0	0
Ladder 2	14	3	5	2	1	0	0	1	0	2
Engine 3	312	6	4	297	0	0	0	2	0	3
Brush 3	1	0	0	1	0	0	0	0	0	0
Engine 4	166	1	4	0	153	0	0	4	4	0
Brush 4	2	0	1	0	1	0	0	0	0	0
Engine 5	32	0	0	0	0	30	2	0	0	0
Brush 5	71	0	0	0	0	68	3	0	0	0
Engine 6	19	0	0	1	0	4	14	0	0	0
Brush 6	61	1	1	1	0	5	53	0	0	0
Rescue Boat 6	1	0	0	0	0	0	0	0	0	1
Squad 7	208	10	7	6	4	0	0	167	11	3
Brush 7	1	0	0	0	0	0	0	1	0	0
Engine 8	131	0	0	0	2	0	0	6	123	0
Tanker 8	10	0	0	0	0	2	5	1	2	0
Engine 9	175	5	1	6	0	2	6	1	0	154
Brush 9	2	1	0	0	0	0	0	0	0	1
Tanker 9	7	0	0	0	0	2	5	0	0	0
EMS1	13	1	1	2	1	2	3	0	0	3
Fire Marshal 1	4	1	0	0	1	1	1	0	0	0
Fire Marshal 2	4	0	1	1	0	1	0	0	1	0
Fire Marshal 3	5	1	1	0	0	1	2	0	0	0
Fire Marshal 4	10	0	1	2	0	2	2	2	0	1
Fire Marshal 5	11	2	1	0	1	3	1	2	0	1
	1931	367	251	346	174	134	114	213	148	184

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division	Comments: November 2022
Regular Monthly Scheduled Activities	Unless otherwise noted all meetings are held at the Norman Fire Training Center 2207 Goddard Ave, Norman, OK
Each morning at 7:00 am, a silent test of the outdoor warning system is conducted	The test provides an operational snapshot of the status of the system. This information provides information if a unit needs maintenance and if it is operating properly
Each Monday morning at 10:00 am, the National Weather Service conducts a video call regarding the upcoming weekly weather.	This call has the option for video participation and telephone call in. It is primarily for the Emergency Management of jurisdictions, school, State offices involved in EM, Tribes and other entities tasked with severe weather operations. It is not intended for the general public nor is this just a weather forecast. This time allows for interaction with the NWS about concerns that directly affect the local jurisdiction so they may better prepare for incoming weather.
Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club (SCARS, www.w5nor.org) 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 www.w5nor.org	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
Other Emergency Management Activities	
Local Response	
Red Cross Coordination for burn outs. In December there were five fires responded to in order to assist families with immediate needs. One of these was a motel. Note: the management of the Motel (Travel Lodge of Norman) did an outstanding job of aiding the victims of the fire in relocating to other motels and helping them to recover vital medicines like insulin.	With the robust reorganization in the Red Cross and the turmoil of having a in home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
Youth Camp	
Planning of the 2023 Youth Preparedness Camps is under way. Two are currently being planned. One in Tahlequah and one at Murray State College. Dates are TBD	This program trains students in two primary areas. 1: The Citizens Emergency Response Training program and 2: A course of Community Preparedness

	Training. Students and staff were housed in the dorms and logistic support was provided by the host facility. The course is very robust and the students and staff are highly engaged in training and learning hands on skills critical in disaster operations. These camps are nationally recognized by Bill Bischof, FEMA Region 6, National Preparedness Division
	https://community.fema.gov/story/Summer-Camps-Turn-Teens-into-Preparedness-Leaders?lang=es%2F
The Norman Art Walk conducted each second Friday contacted the EM Division for support of a cooling station.	Norman Emergency Response Volunteers provide community outreach, medical first aid and comfort stations on request.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333 in collaboration with the Cleveland County Health Department. During 2022 the Unit has applied for and received a \$75,000 grant. This grant has supported purchasing of equipment, supported an internship program with the OU School of Social Work and paid for a temporary staff to assist in the Medical Reserve CORPS administrative activities. The unit was offered to extend the grant and receive an additional \$26,000 and that application is in process.	The Emergency Management Coordinator met with the State Coordinator and the Cleveland County Local Response Coordinator (LRC) to discuss the reorganization of the health departments and the management of the MRC Unit. Cleveland County is now assigned to take care of solely Cleveland County. Previously they supported 5 counties. The reassignment identifies the health department as Region 10, Cleveland County. This will assist in the collaboration of the MRC unit and will continue to enhance the Norman Emergency Volunteer response.
The collaboration with Envision Success on the practicum program in conjunction with the Zarrow school of social work continues.	This program supported by EM and the NACCHO grants is doing well and a one of a kind program. The funding support will end December 2022.
Disaster Reimbursement Status	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
Disaster DR-4222 2015	Federal portion paid, State portion of \$91,808.32 is pending

Mitigation Grant Status	
Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
Initial meeting for the Storm water Warning system was held on the 9 th of November.	The proposed program will provide the capability of local more specific data to aid in activating a response to flood water events.
Severe Weather Issues	
National Weather Service Storm Spotter Training	<u>NWS Norman Spotter Schedule (weather.gov)</u>
Severe Weather Response 11-05-2022	A severe storm threatened the jurisdiction. It was capable of producing damaging wind, hail and tornado. The spotter system was activated and watch was maintained through the event. As it came closer the storm weakened and the threat diminished.

November 2022 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	60 unit hours	Legal Aspects, Medical, Evidence Collection, Hazmat Tech, Interviews and Interrogations
Inspections/Re-Inspections	95 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks
Smoke Detectors	10	Check/Install Smoke Detectors/Replace Batteries
Investigations	9	7 Closed, 1 Complete, 1 Pending
Investigative Activities	68 hours	Fire Scene Investigation, sentencing hearing, OSBI, interviews/Interrogation
Department Meetings	23 (48 hours)	Shift Change Meetings, Staff Meeting, Crime Stoppers
Station & Equipment Maintenance	46 hours	Daily checks, supplies replenishing, iPad issues, cleaning & organization
Public Service/Education & Special Events	11 hours	Take down Fire Prevention signage, Crime Stoppers activities, NPS Support at Lloyd Noble

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Plan Reviews	7	27
Inspections/Re-inspections	15	25
Meetings	10	20
Training	6	8
Communication		30
Totals		110

HUMAN RESOURCES

5

HUMAN RESOURCES

Monthly Report

October 2022

ADMINISTRATION

Administrative Support

- Processed Monthly Department Report
- Secured room and sent invites out for January FMLA training
- Begin coordinating Tenured Employees list for Service Awards
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
- Reconciled petty cash
- Coordinated various clerical tests and interviews
- Assisted with new employee orientations
 - New Hire packets
 - Processed I-9 paperwork
 - Made Employee ID Badges for new hires
- Labor Relations:
 - Union meetings expected to resume January 2023.

BENEFITS

- Weekly implementation Zoom calls with the following carriers and our broker:
 - Health Equity
 - Benefit Wallet
 - Blue Cross Blue Shield
 - The Standard
 - Allstate
 - Met Life
 - Delta Dental
 - Transamerica
 - Optum
- Work with HR Director
 - Discussing employee data/coverage file transfers
 - Direct billing process
 - COBRA billing and process
 - Reviewing Administrative change/Takeover letter
 - Reviewing employee insurance card mockups for approval
 - Providing new hire and terminated employee information from the close of open enrollment
- Working closely with Mindy Aynes
 - Deduction setup, questions, arrears and refunds
- Meeting with my HR Director
 - Weekly Discussions on progression of current and future projects
- New Hire Orientation

- Presenting CoN benefits to incoming and rehires
 - Building packets
 - Answering question about coverage
- Enrolling New Hires
 - Enrolling in Munis
 - Benefits
 - Dependents
 - Beneficiaries
 - AFSME dues
 - Website enrolling employees
 - Meritain
 - VSP
- Spot verifying data collected for auditor (benefits)
- Benefit Terminations
 - End dating Munis benefit deductions
 - Terming Meritain and VSP coverage
- Fielding employee calls/emails (round about 300+) referencing claims/health/deferred comp/dental/wellness concerns/basic & supplemental life/vision
 - Newborns – Marriage – Death – Loss or Gain of Coverage
- Fielding questions from multiple retirees with information regarding 2023 benefit inquiries via in person/emails/phone calls
- Composing COBRA/Retiree 2023 benefits packets mail outs
 - Tracking and Receiving COBRA/retiree enrollment
 -

Compensation Section

PERSONNEL ACTIONS

New Hires – 9

Dept./Div.	Position	Number of Employees
Parks & Rec/Recreation	Golf Course Attendant	1
Parks & Rec/Recreation	Recreation Leader I	1
Parks & Rec/Park Maint.	Maintenance Worker II	1
Police/Emergency Comm.	Communication Officer I	1
Public Works/Streets	Maintenance Worker I	1
Utilities/Meter Services	Meter Reader	2
Utilities/Sanitation	Transfer Station Attendant	1
Utilities/WLM	Utility Distribution Worker I	1
Utilities/WRF	Maintenance Worker I	1

Separations – 7

Dept./Div.	Position	Number of Employees
Parks & Recreation/Admin	Administrative Technician III	1
Parks & Recreation/Park Maint.	Maintenance Worker I	1

Police/Patrol	Sergeant	1
Public Works/Stormwater	Stormwater Compliance Inspector	1
Utilities/WLM	Utility Distribution Worker II	1
Utilities/Meter Services	Meter Reader	2

Promotions – 3

Dept./Div.	Position	Number of Employees
Parks & Recreation/Park Maint.	Maintenance Worker I	1
Utilities/WTP	Plant Operator C	1
Utilities/WTP	Plant Operator D	1

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Manager's Office	Chief Diversity and Equity Officer
Information Technology	Network and Infrastructure Engineer
Municipal Court	Municipal Court Officer
Parks & Recreation/Park Maintenance	Administrative Technician III
Parks & Recreation/Park Maintenance	Maintenance Worker I
Parks & Recreation/Recreation	Food & Beverage Tech I (PT)
Parks & Recreation/Recreation-Irving, 12 th , Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Little Axe	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-12 th Ave	Recreation Leader I (PPT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Tennis Center	Temporary Laborer (PT)
Planning and Community Development	Administrative Technician IV
Planning and Community Development	Long Range Planner
Planning and Community Development	Planner I
Police	Police Officer
Police/Animal Welfare	Animal Welfare Technician
Police/Animal Welfare	Pet Adoption Coordinator
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Investigations	Victim Advocate
Police/Staff Services	Parking Service Officer (PPT)
Police/Staff Services	Police Records Clerk
Public Works/Fleet	EVT Mechanic II
Public Works/Stormwater	Maintenance Worker I
Public Works/Stormwater	Stormwater Compliance Inspector
Public Works/Streets	Maintenance Worker I
Public Works/Traffic	Traffic Engineer
Public Works/Traffic	Traffic Signal Technician
Utilities/Meter Services	Meter Reader
Utilities/Sanitation	Sanitation Worker I
Utilities/Sanitation	Transfer Station Attendant
Utilities/Water Line Maintenance	Utility Distribution Worker I
Utilities/Water Reclamation Facility	Maintenance Worker I
Utilities/Water Treatment Plant	Plant Operator D
Utilities/Water Treatment Plant	Temporary Laborer (PT)

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	340	Written Exams	1
Phone	485	Practical Testing/Assessment Center	2
Mail	220	Panel Board Interviews	15
Email	245	Promotions	2
Total Subscribers on E-mail Vacancy List	1,366	Oral Interviews	3
Total Page Views for HR Website	5,221	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Reference Investigations	14	Advertisements Placed	34
Pre-Employment Drug Screens	16	Applications Received	308
Pre-Employment Physicals	17	Job Announcements Emailed	60
Pre-Employment Criminal Backgrounds	7	Job Announcement to CON Depts.	405

TRAINING AND DEVELOPMENT

Conducted training for eight new employees on the topics of Understanding, Responding to and Preventing Workplace Harassment, ADA, Workplace Violence, City of Norman Code of Ethics and Code of Conduct, Customer Service Give em the Pickle, Computer Networks and Communications Policy, and Social Media Policy.

The Computer Training Lab was the site for Tyler Technologies Munis HR upgrade, testing and training, Information Technology ERP weekly meetings, Employee Resource Groups Technical Enrichment Series Microsoft Intermediate PowerPoint training for 16 employees, and CDL online Knowledge and Air Brake Theory training for six employees in Park Maintenance and Public Works Fleet Division.

Provided “Leading in the Public Sector Legal Environment” training class instructed by Assistant City Attorney III Rick Knighton for 20 employees in the 2022-2023 Advanced Supervisory Academy and twelve employees in the Supervisory 101 Academy.

SAFETY

- Safety material documents were sent to divisions each week
- Conducted two (2) Return to Work Meetings (Line Maintenance & Traffic Control)
- Conducted one (1) Fitness for Duty Meetings for Police/Animal Welfare
- Conducted five (5) new employee orientations
- Safety meetings were held covering Hazard Communication & PPE

Recordable Injuries – 1

Dept./Division	Nature of the Injury	Activity	Prognosis
Fire/ Suppression	Strained left elbow	Strained elbow lifting patient	<i>Work restrictions</i>

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

2022	2021	2020	2019	2018	2017
54	64	57	65	71	59

Vehicle Collisions: 0

Division	Description of Collision	Status
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Current number of “at fault” Vehicle Collisions per fiscal year:

2023	2022	2021	2020	2019	2018
3	3	10	3	8	5

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
Monthly Report – November 2022.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance. Munis for HR Module is being updated. CityView for Planning and Permits began May 2021 and will continue into first quarter 2023.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	Ongoing. New core switching is implemented and speed enhanced at main campus. IT Network staff are in implementation and testing of networking and security appliances, as well as virtual upgrades.
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 Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval. Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in FYE23
New Building construction/renovation support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Progress – Sanitation, Line Maintenance, Sr. Center, YFAC, EOC, Building D, Building A, Building C, Bus Station, Building Maint.
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Planning – to be complete by end of FYE23
IT Security training efforts for all network and email users at the City of Norman.	Increase awareness and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who uses the network and email.	Ongoing
Endpoint Security Review	Review current endpoint security appliances and software and make upgrades as necessary.	In Progress
Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Planning

Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing	In Planning
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	In Planning
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Planning

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 November 2022.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 25 emails from the groups shown were sent from city servers using city resources – of those 43,239 were delivered to outside mailboxes for the month of November 2022. The city servers generated mass communications to Norman citizens of 43,239 messages from only 25 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 296,046 attempted incoming and 98,477 outgoing messages for the month of November 2022. Incoming messages totaling 124,403 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 42% 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 countries with known malicious attackers that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

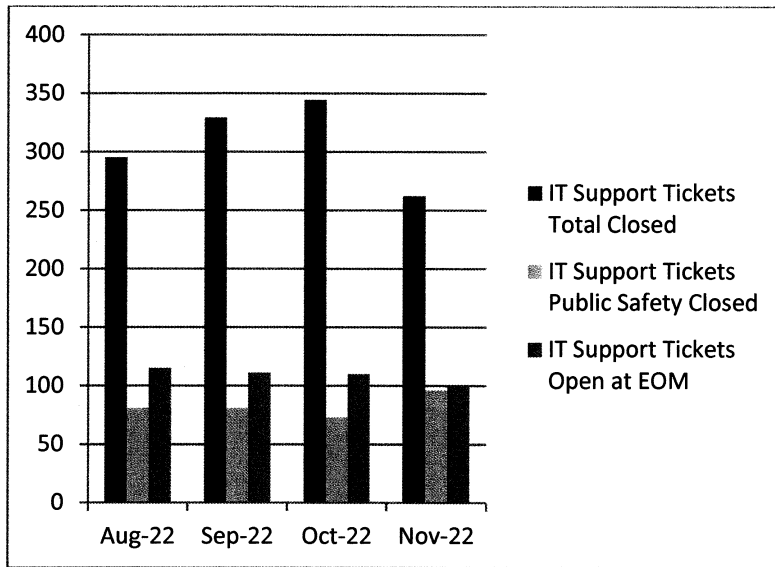
The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of November 2022, the City of Norman's web site had 81,402 individual web sessions access the web site for 167,496 total page views. Of those sessions, 46,264 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the path that we have followed through our ERP Implementation Project. The project began in January of 2018 and is expected to run through FYE23. 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 has been our focus for the Months of July/August 2022. 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 complete during the latter part of

calendar year 23. We will continue to evaluate each of these systems moving forward starting with a review of the HR Systems in FYE23.

[illegible]

Table 1**Table 2**

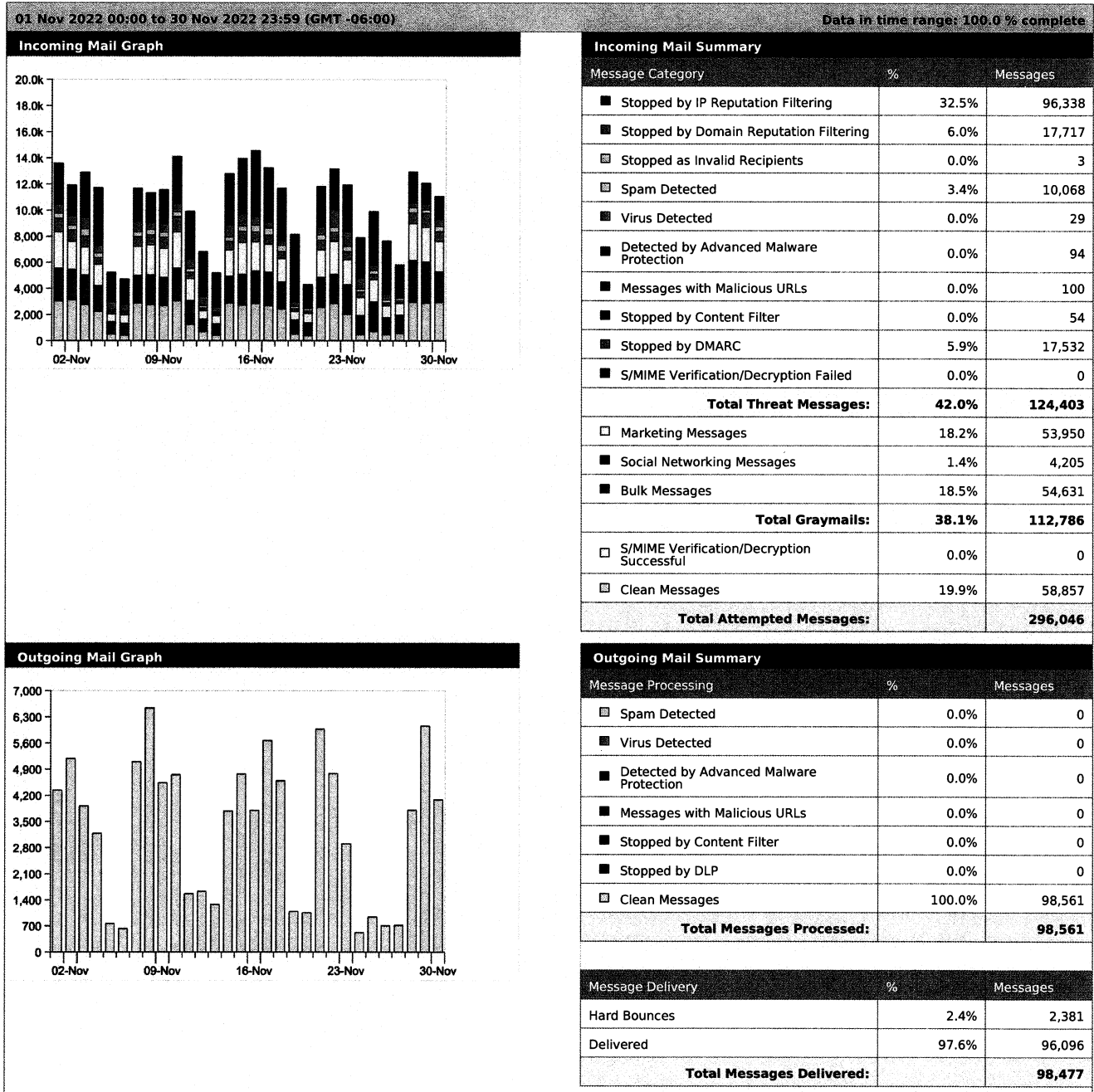
November 2022 LIST SERVER REPORT			
<i>Group</i>	<i>Active Members</i>	<i>Mailings</i>	<i>Total Delivered</i>
Affirmative Action Group	15	4	60
Job Posting	1364	4	5456
Norman News	2219	17	37723
Totals	3598	25	43239



SECURE EMAIL GATEWAY

Executive Summary

ironport.example.com



ironport.example.com - 01 Dec 2022 01:00 (GMT -06:00)

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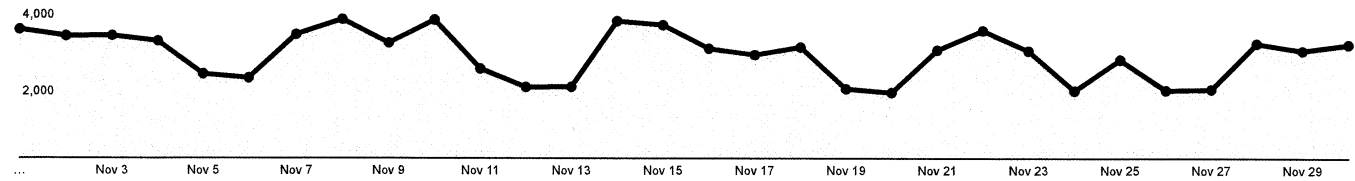
Site Traffic

 All Users
100.00% Sessions

Nov 1, 2022 - Nov 30, 2022

Report Tab

● Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	81,402 % of Total: 100.00% (81,402)	2.06 Avg for View: 2.06 (0.00%)	167,496 % of Total: 100.00% (167,496)	54,597 % of Total: 100.00% (54,597)	46,264 % of Total: 100.05% (46,241)	42.99% Avg for View: 42.99% (0.00%)	00:01:38 Avg for View: 00:01:38 (0.00%)
1. 08	3,627 (4.46%)	2.08	7,550 (4.51%)	3,151 (4.42%)	2,030 (4.39%)	47.37%	00:01:39
2. 10	3,614 (4.44%)	2.03	7,338 (4.38%)	3,192 (4.48%)	2,211 (4.78%)	49.81%	00:01:32
3. 14	3,583 (4.40%)	2.02	7,251 (4.33%)	3,134 (4.40%)	2,100 (4.54%)	47.11%	00:01:38
4. 15	3,478 (4.27%)	1.93	6,709 (4.01%)	3,114 (4.37%)	2,171 (4.69%)	49.68%	00:01:41
5. 01	3,364 (4.13%)	2.21	7,437 (4.44%)	2,932 (4.12%)	1,731 (3.74%)	39.12%	00:01:37
6. 22	3,335 (4.10%)	2.11	7,043 (4.20%)	2,855 (4.01%)	1,881 (4.07%)	39.19%	00:01:41
7. 07	3,231 (3.97%)	2.14	6,930 (4.14%)	2,775 (3.90%)	1,729 (3.74%)	40.54%	00:01:40
8. 03	3,202 (3.93%)	2.11	6,767 (4.04%)	2,792 (3.92%)	1,681 (3.63%)	40.41%	00:01:33
9. 02	3,191 (3.92%)	2.14	6,814 (4.07%)	2,792 (3.92%)	1,744 (3.77%)	39.86%	00:01:35
10. 04	3,060 (3.76%)	2.06	6,299 (3.76%)	2,639 (3.70%)	1,665 (3.60%)	42.68%	00:01:34

Rows 1 - 10 of 30

MONTHLY REPORT - LEGAL DEPARTMENT
November 2022 Report
(Submitted December 9, 2022)

MONTHLY HIGHLIGHTS:

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

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

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

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

Doughty v. CentralSquare Technologies LLC, et al., CJ-2020-451; CIV-2020-500 (K)

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

This case was filed on November 22, 2022. It alleges claims for gender discrimination under state and federal law.

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Henderson, et al. v. City of Norman, et al., Case No. DF-120316; CJ-2016-610 (K)

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

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

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

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

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

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

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

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

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

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

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

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

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

Martin 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)
Jaclyn Jacobs v. City of Norman, CJ-2022-794 (K)
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
City v. Lonnie Hodges, CV-2020-2922
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)
McCarver v. City of Norman, CJ-2013-128 TS (K)
Hunter Miller Family v. City of Norman, CV-2022-683 (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). A Motion to Enter the court's jury docket, setting the matter of just compensation for trial, was filed on November 1, 2022. The City's response is due Monday, November 21, 2022.
City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M). A Motion to Enter the court's jury docket, setting the matter of just compensation for trial, was filed on November 1, 2022. The City's response is due Monday, November 21, 2022.
City of Norman v. D&J Land, LLC, et al. CJ-2022-251 (M)

C. Lawsuits involving a City claim/interest in Property, Foreclosure Actions, and Applications to Vacate

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

D. Municipal Court Appeals

None

E. Small Claims Court

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

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

AFSCME Grievance FYE 22-12 – (Stephanie Shelton – Discipline/3 Day Suspension)

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

AFSCME Grievance FYE 22-13 – (Stephanie Shelton – Discipline/5 Day Suspension)

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

AFSCME Grievance FYE 23-06 – (Maila Adams – Discipline)

This grievance was filed on November 17, 2022. It arises out of untruthful statements Adams made to her supervisor regarding the condition of animals owned by a co-worker.

AFSCME Grievance FYE 23-07 – (Lewis/Lucas – Overtime Pay)

This grievance was filed on November 29, 2022. It arises out of overtime alleged to have been worked by the grievants.

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

IAFF Grievance FYE 22 – (Source Documents)

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

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

IAFF Grievance FYE 23 – (Carl Smith – Light Duty)

B. Equal Employment Opportunity Commission (EEOC)

None

C. Contested Unemployment Claims (OESC)

None

MUNICIPAL COURT PROSECUTIONS

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

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 21	FYE 22	FYE 23	FYE 21	FYE 22	FYE 23	FYE 21	FYE 22	FYE 23
JULY	545	275	165	23	11	7	16	7	9
AUG	444	236	241	11	9	10	14	5	13
SEPT	520	263	245	10	9	15	13	5	10
OCT	325	269	244	4	12	13	7	6	9
NOV	259	228	205	0	2	10	6	6	6
DEC	279	162		6	1		7	3	
JAN	134	185		3	9		0	6	
FEB	178	787		1	8		0	8	
MAR	270	282		6	13		5	9	
APR	420	323		6	12		13	10	
MAY	507	582		10	21		13	12	
JUNE	422	268		0	7		11	11	
TOTALS / YTD	4,303	3,860	1,100	80	114	55	105	88	47

WORKERS' COMPENSATION COURT

The total number cases pending as of November 2022 are 18. There were three new workers compensation cases received during the month. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 23 CASES	FYE22 CASES	FYE21 CASES	FYE20 CASES
Fire	Suppression	5	2	4	2	2
Fire	Prevention	1		1		
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool			1		
Planning	Development Services					
Police	Animal Welfare	2			2	1
Police	Criminal Investigation	2		1		
Police	Patrol	4	1	4	1	2
Police	Administration	0		2		
Public Works	Street Maintenance	2		1	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Public Works	Traffic Control	1	1			
Utilities	Line Maintenance					1
Utilities	Sanitation					
TOTALS		18	4	14	6	7

List of Pending Cases

Adams, Malia Jessie v. City of Norman, CM-2020-01069 Q
(Police, Animal Welfare, Animal Welfare Officer, R. Hip, Low Back with Radicular Symptoms, Mid-Back Consequential; + Thoracic Spine)

Adams, Malia Jessie v. City of Norman, CM-2021-02000 A
(Police, Animal Welfare, Animal Welfare Officer, R. Ankle, Mid/Low Back)

Amason, Amber v. City of Norman, WCC 2012-12306 K
(Police, Patrol, MPO, Intestinal/Parasite/Infection)

Attaway, Dan v. City of Norman, CM-2022-06389 G
(Fire, Suppression, Fire Captain, R. Knee)

Boxford, Steven Lee v. City of Norman, CM-2022-03698 N
(Police, Patrol, MPO, L. Shoulder, Neck, L. Hand, L. Arm, L. Hip, R. Knee)

Gourley II, Rickey J. v. City of Norman, CM-2022-06328 E
(Public Works, Traffic Control, Maintenance Worker I, L. Shoulder, L. Arm)

Henderson, Fred L. v. City of Norman, CM-2022-01483 Y
(Fire, Prevention, Fire Marshal, Both Knees)

Hiatt, Darin v. City of Norman, CM-01014 Q
(Public Works, Streets, HEO, Neck, R. Shoulder, R. Hand)

Kizzia, Derrald v. City of Norman, WCC 2014-06995 K
(Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)

Lewis, Brian K. V. City of Norman, CM-2022-02245 H
(Fire/Suppression/Fire Driver Engineer, Neck, Back UNS, L Knee, L. Leg)

Mosley, Kent v. City of Norman, CM-2020-00585 X
(Police, Patrol, Sergeant (Mid & Low Back, Radicular Pain Down L. & R. Leg, R. Big Toe, R. & L. Buttocks + Neck, Headaches + Consequential Erectile Dysfunction) + Disfigurement to Stomach)

Newell, Richard v. City of Norman, WCC-2022-15014 H
(Police, Narcotics, Police Sergeant, R. Knee)

Peterman, Kyle M. v. City of Norman, CM-2022-06515 P
(Fire, Suppression, Firefighter Recruit, L. Inside Ear)

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)

Stamper, Jonathan A. v. City of Norman, CM-2022-03706 J
(Fire, Suppression, Firefighter, Low Back, R Knee)

Tuschmann, Sean Michael v. City of Norman, CM-2022-04310 H
(Police/Patrol/Lieutenant, L Shoulder, Elbow, Hand)

Wilkins, Levi v. City of Norman, CM-2019-05323 X
(Fire, Suppression, Fire Driver Engineer, BAW, Cancer)

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 November 2022.

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

CURRENT CLAIM STATUS	FYE 23 TO DATE	FYE 22	FYE 21	FYE 20
Claims Filed	22	51	63	71
Claims Open and Under Consideration	5	0	0	0
Claims Not Accepted Under Statute/Other	1	3	10	11
Claims Paid Administratively	7	15	11	13
Claims Paid Through Council Approval	1	2	7	14
Claims Resulting in a Lawsuit for FY	0	3	3	1
Claims Barred by Statute (No Further Action Allowed)	0	22	32	32
Claims in Denied Status (Still Subject to Lawsuit)	8	6	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>NOVEMBER</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	350		1,654	274		1,652
Non-Traffic	178		1,042	178		973
SUB TOTAL	528		2,696	452		2,625
Parking	671		3,806	487		3,229
GRAND TOTAL	1,199		6,502	939		5,854

CASES DISPOSED

	<u>NOVEMBER</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	349		1,671	406		2,135
Non-Traffic	174		1,121	211		883
SUB TOTAL	523		2,792	617		3,018
Parking	524		2,906	529		4,163
GRAND TOTAL	1,047		5,698	1,146		7,181

REVENUE

	<u>NOVEMBER</u>	<u>FY23</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>
Traffic	\$ 40,933.14		\$ 188,742.42	\$ 24,325.40		\$ 214,415.21
Non-Traffic	\$ 16,937.52		\$ 103,716.33	\$ 10,407.54		\$ 106,385.53
SUB TOTAL	\$ 57,870.66		\$ 292,458.75	\$ 34,732.94		\$ 320,800.74
Parking	\$ 21,900.00		\$ 103,525.00	\$ 19,235.00		\$ 138,222.26
GRAND TOTAL	\$ 79,770.66		\$ 395,983.75	\$ 53,967.94		\$ 459,023.00

MUNICIPAL COURT - MONTHLY REPORT
November 2022

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

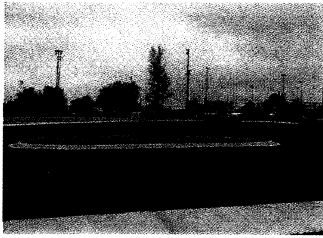
The Early Settlement – Norman Mediation Program accepted 31 new cases and closed 41 cases during the month of November 2022. 5 Mediations were held.

PARKS AND RECREATION

9

Park Development Activities November 2022

NORMAN FORWARD Reaves Park



Work continues on the park improvements. The top coat of asphalt was installed on the park loop road and the interior parking lots. Those areas were striped, all parking blocks were installed, all lights, sod, tree planting and the final irrigation were installed in those areas, which allowed us to open the new park road and interior parking lots for public use at the beginning of the month, in time for the Veteran's Day ceremony at the park. Flintco is now only working in the area they still have fenced off from public use at the new T-Ball Fields 4-plex in the south part of the park, where we removed the old Park Maintenance facility at the start of this project. The parking lot along Constitution Street will be the last area to receive pavement; and work will continue on that and the new pedestrian walkways and new concession and restroom building at the complex throughout the month. We are also working on coordinating the installation of the new scoreboards for the fields and renovations to the old baseball concession and restroom building and the outfield fencing on all the baseball and softball fields. The entire project will be completed this winter. A grand opening will be planned as we finish all work in the park.

NORMAN FORWARD Neighborhood Parks

Crews are working to install the playground border at Cherry Creek Park, so that the new synthetic turf safety surfacing can be installed as allowed by the weather in the coming weeks. We also finished work on a design for the new Bentley Park in the Bellatona/Summit Valley area which will be presented at the December Park Board. Construction for that new park will begin this winter and be complete by summer, 2023. We are also presenting a plan for the next 5 years of neighborhood park renovations at the Park Board Meeting. The project to improve all of our parks is a PayGo project that will last throughout the entire 15-year NORMAN FORWARD program.

Moore-Lindsey Historical House



Work finished this week on the roof replacement on the Main House and the Carriage House behind the main house. A new Ipe Wood shingle roof was installed in sections as the old cedar roof was removed. The roof was dried-in each night to avoid any more water damage. Some wood siding was replaced as new step flashing was installed behind the siding. Our next step for the house will be working on costs for wood replacement and painting of both structures in future budget requests. The museum will host its annual Victorian Christmas display through the end of the year.

Forestry



The city hosted a Free Tree Giveaway for Norman residents on Friday, the 18th, at Griffin Park. With proof of residency, we gave one tree per household from a list of 6 species; and a total of 300 trees. This was a jointly-funded project presented by First United Bank, OEC, The Norman Park Foundation and the Parks & Recreation Department. Crews also worked in November on tree replacements at Tull's Park in partnership with OG&E to demonstrate the "Right Tree/Right Place" method for planting trees near power lines. Several hazardous older Siberian Elms in the park were removed & a variety of different sized species will be replanted this winter at appropriate distances from the overhead power lines to serve as an example of what works best in those situations. Contractors also began work last month on one of several tree planting projects which we have scheduled for this fall and winter, once trees are dormant. Four downtown trees on Main Street were replaced in the tree grate locations west of the railroad tracks, as well as one tree east of the tracks, which needed to be replaced after having sustained extensive damage during last year's ice storm and hail events. Other tree projects will be done in the Campus Corner area, along Legacy Trail, at Legacy Park, on west Lindsey Street, and in some neighborhood parks as time and weather permit.

NOVEMBER 2022 PARK MAINTENANCE DIVISION

Park Maintenance crews performed routine trash removal & leaf clean-up in City Parks as well as restroom/shelter cleaning & landscape maintenance in City Parks. Crews finished hanging & setting up Christmas decorations at City Hall and various City Parks.

SAFETY REPORT	FYE-23 MTD	FYE-23 YTD		FYE-22 MTD	FYE-22 YTD
On-The-Job Injuries	0	0		0	0
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR-TO-DATE		Total Man	Hours YEAR-TO-DATE
Big Mowing	24.00	391.50		70.50	460.00
Trim Mowing	275.00	3021.00		410.00	2763.50
Chemical Spraying	0.00	433.00		4.00	208.00
Fertilization	0.00	21.00		0.00	16.00
Park Tree Work	104.00	2219.00		0.00	0.00
Street Tree Work	0.00	115.00		0.00	51.00
Trash Maintenance	435.00	1382.50		84.00	340.00
Sprinkler Maintenance	168.00	950.00		0.00	40.00
Watering	0.00	0.00		0.00	253.00
Painting	0.00	2.00		78.00	357.00
Landscape Maintenance	95.50	562.50		0.00	0.00
Seeding/Sodding	0.00	13.00		0.00	469.00
Ballfield Maintenance	8.00	10.00		52.00	104.00
Fence Repairs	44.00	0.00		0.00	3.00
Equipment Repairs/Maintenance	121.00	798.00		0.00	0.00
Material Hauling	29.00	112.50		54.50	394.25
Snow/Ice Removal	14.00	14.00		19.01	59.27
Christmas Setup	455.25	675.25		0.00	0.00
Vector Control	0.00	148.00		0.00	0.00
Events	12.00	140.00		21.00	138.00
Vandalism Repair	19.00	57.00		0.00	0.00
Trail Maintenance	32.00	32.00		0.00	0.00
Playground Maintenance	43.75	801.50		13.00	276.00
Restroom Maintenance	0.00	11.00		77.00	553.50
Carpentry/Welding	8.00	74.00		278.00	278.00
Shop Time	60.00	224.50		0.00	0.00
Special Projects	252.00	1428.00		62.00	522.00
Miscellaneous	301.00	1416.25		129.00	552.75

NOVEMBER 2022
RECREATION DIVISION
MONTHLY REPORT

Norman Senior Center: The Norman Senior Center saw a monthly attendance of 721. First Monday Birthdays were celebrated on Monday, November 7. The Ugly Quilting Group met on Thursday, November 10 at 10 am and will continue to meet on the second Thursday of each month through January. The annual Thanksgiving Potluck Lunch happened on Wednesday, November 16. The event was sponsored by Coyote Insurance and was enjoyed by over 50 patrons. Accentra Home Health offered free blood sugar and blood pressure screenings on Thursday, November 17. The Senior Center was closed on Thursday and Friday, November 24 and 25 in observance of the Thanksgiving Holiday. On Wednesday, November 30, Bingo was sponsored by Golden Age Home Health.

Little Axe Community Center: The Little Axe Community Center saw a monthly attendance of 1,062. On Tuesdays, the Library continues to be very busy with deliveries. The Center gave out 24 Thanksgiving Food Baskets in November. The baskets were donated by Waggoner's Heat and Air.

12th Avenue Recreation Center: Child Care: The 12th Avenue Recreation Center averaged 29 students per day for the month of November. The Center held a Parent/Teacher Conference Camp on November 4th which had 20 students enrolled. 12th Avenue also held a Thanksgiving Break Camp from November 21st-23rd, which averaged 28 campers per day. The Thanksgiving Break campers got to make coffee filter turkeys while in attendance, as well as have a pajama day and donuts the last day of camp! Amp Fitness started their classes back up on Monday, Wednesday, and Friday in the morning from 9:00am to 10:30am. Karate held a tournament on November 5th. There were no rentals for the month of November.

Irving Recreation Center: The After School Program at Irving continued in November with an average of 23 students per day. Baton Twirling class also continued this month with an average of 3 students per class. One of our beloved Recreation Leaders, Andrew McClary, transferred over to 12th Recreation Center due to his brother Thomas McClary being promoted to the Recreation Technician position this month. Morgan Aguiar started at the end of the month in place of Andrew, and she has fit in wonderfully so far.

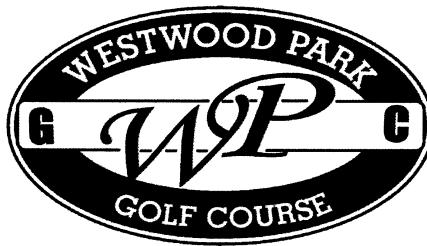
Whittier Recreation Center: Our after school program averaged 24 kids for the month of November. The kids in Afterschool have been getting creative with arts and crafts along with making foldable cards for parents and friend for the holidays. Older aged kids have started folding fortune tellers. The kids have helped decorate for winter and a few children have written to Santa during homework time. Clogging continues as scheduled on Tuesdays and Thursdays. Rentals for this month consisted of basketball team rentals of the gym on days we do not have middle school games from Whittier.

FACILITY ATTENDANCE:

	Month	Year to Date
Norman Senior Center	721	4,175
Little Axe Community Center	1,062	4,813
12th Avenue Recreation Center	696	7,426
Irving Recreation Center	391	2,565
Whittier Recreation Center	533	2,914
Reaves Center	300	1,500
Tennis Center	2,844	17,394

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WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



NOVEMBER 2022

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	NOV FYE'23	NOV FYE'22
Regular Green Fees	422	474
Senior Green Fees	265	229
Junior Fees	37	38
School Fees (high school golf team players)	0	229
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	502	488
Employee Comp Rounds	202	249
Golf Passport Rounds	0	0
9-Hole Green Fee	86	83
2:00 Fees	64	14
4:00 Fees	0	153
Dusk Fees or 5:00 Fees	45	56
PGA Comp Rounds	2	3
*Rainchecks (not counted in total round count)	8	15
Misc Promo Fees (birthday, players cards, OU student)	112	561
Green Fee Adjustments (fee difference on rainchecks)	6	2
Total Rounds (*not included in total round count)	1743	2579
% change from FY '22	-32.42%	
Range Tokens	1376	2029
% change from FY '22	-32.18%	
18 - Hole Carts	53	108
9 - Hole Carts	19	31
1/2 / 18 - Hole Carts	559	851
1/2 / 9 - Hole Carts	116	157
Total Carts	747	1147
% change from FY '22	-34.87%	
18 - Hole Trail Fees	0	1
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	0	1
% change from FY '22	-100.00%	
TOTAL REVENUE	\$54,306.90	\$73,815.59
% change from FY '20	-26.43%	

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

SAFETY REPORT	FY 2023	FY 2023	FY 2022	FY 2022
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	1	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2023	FYE 2023	FY 2022	FYE 2022
	MTD	YTD	MTD	YTD
Green Fees	\$26,097.31	\$260,985.33	\$35,307.76	\$271,957.55
Driving Range	\$5,664.60	\$66,217.13	\$7,600.55	\$62,099.05
Cart Rental	\$13,690.93	\$141,794.76	\$19,556.38	\$154,379.47
Restaurant	\$6,623.11	\$100,685.79	\$11,177.62	\$92,030.83
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$2,230.95	\$5,086.21	\$173.28	\$754.01
TOTAL INCOME	\$54,306.90	\$574,769.22	\$73,815.59	\$581,220.91
Expenditures	\$99,708.26	\$493,552.53	\$71,347.51	\$605,699.93
Income vs Expenditures	(\$45,401.36)	\$81,216.69	\$2,468.08	-\$24,479.02
Rounds of Golf	1743	17826	2579	17624

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

The Irrigation injection system is complete and operational. Removing bicarbonates in the water and soil is very beneficial to turfgrass health. The brush and tree removal to the back of the range is complete, with the exception of a large debris piles that we will continue to work on, as the borrowed Parks and Reaction chipper is available to us. Efforts to correct all irrigation leaks on the golf course has been extensive this month. Our goal is to eliminate the constant cycling of the pumps to maintain system pressure. This will extend pump and motor life expectancy significantly. We have started our off-season equipment maintenance in preparation for the next growing season. Nutsedge, Dallasgrass and prostrate knotweed has been our targeted weeds for control in the rough areas. This will be ongoing well into next year.

NOVEMBER 2022
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FYE 2023 MTD	FYE 2023 YTD	FYE 2022 TOTAL
Swim Pool Passes	\$0.00	\$239.00	\$280,436.50
Swim Pool Gate Admission	\$0.00	\$184,326.00	\$333,721.00
Swim Lesson Fees	\$0.00	\$3,880.00	\$63,442.00
Pool Rental	\$0.00	\$35,438.00	\$47,806.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$0.00	\$24,633.00
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$102,809.97	\$203,526.27
TOTAL INCOME	\$0.00	\$326,692.97	\$953,564.77
Expenditures	\$11,971.06	\$562,721.98	\$693,322.52
Income verses Expenditures	(\$11,971.06)	(\$236,029.01)	\$260,242.25

ATTENDANCE INFORMATION

	FYE 2023 MTD Nov-22	FYE 2022-23 YTD Nov 22 - Present	2021 YTD April 21 - Oct 21
a. Pool Attendance	0	114,679	75,468
b. Adult Lap Swim Morning/Night	0	950	1,802
c. Water Walkers	0	1,124	4,923
d. Toddler Time	0	4,328	5,421
e. Water Fitness	0	2,610	2,826
f. Swim Team	0	1,435	4,423
g. Scuba Rentals	0	514	54
h. Scuba Participants	0	282	100
i. Swim Lessons	0	1,465	1,697
j. Private Swim Lessons	0	73	51
g. Movie Night/Special Events	0	2156	1,298
h. Party / Rentals	0	259	116
TOTAL ATTENDANCE	0	129,875	98,179

FACILITY MAINTENANCE

9B

Facility Maintenance - November 2022 - Labor/Materials Cost Report

Comprehensive Costs

Grand Total Cost: \$131,211.64

Total Misc. Cost (Materials/Contract Labor): \$103,017.90

Total Labor Cost: \$28,193.74

Total Labor Hours: 978.5

Total Cost by Request Type

Administrative: \$16.30K – 12%

Custodial: \$14.48K – 11%

Electrical: \$4.07K – 3%

General Maintenance: \$50.95K – 39%

HVAC: \$21.24K – 16%

Plumbing: \$7.75K – 6%

Pest Control: \$251.25 – 0%

Roof: \$16.17K – 12%

Top Buildings by Cost

201D (Complex): \$39.44K

Indirect: \$27.5K

Central Library: \$24.9K

Facility Maintenance: \$14.14K

Reaves Park: \$10.82K

201B (NPD – Complex): \$2.25K

City Hall (Complex): \$1.08K

Senior Center: \$952.05

Westwood Golf: \$694.18

Animal Welfare: \$679.41

12th Avenue Rec Center: \$670.89

Water Reclamation Facility: \$632.42

Traffic Control: \$609.10

Little Axe Rec Center: \$599.54

Shooting Range (NPD): \$517.99

Whittier Rec Center: \$517.34

Griffin Park: \$469.74

Ruby Grant Park: \$456.01

Reaves Garden Center: \$382.22

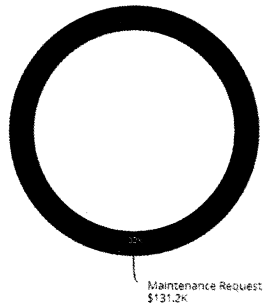
Fire Station #2: \$375.76

Grand Total Cost
\$131,211.64
Total Request Cost \$103,017.90

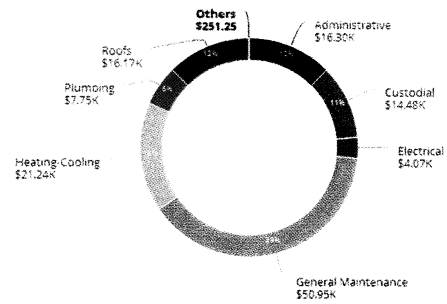
Total Labor Cost
\$28,193.74
Total Labor Hours 979.5

Total Inventory Cost
#N/A

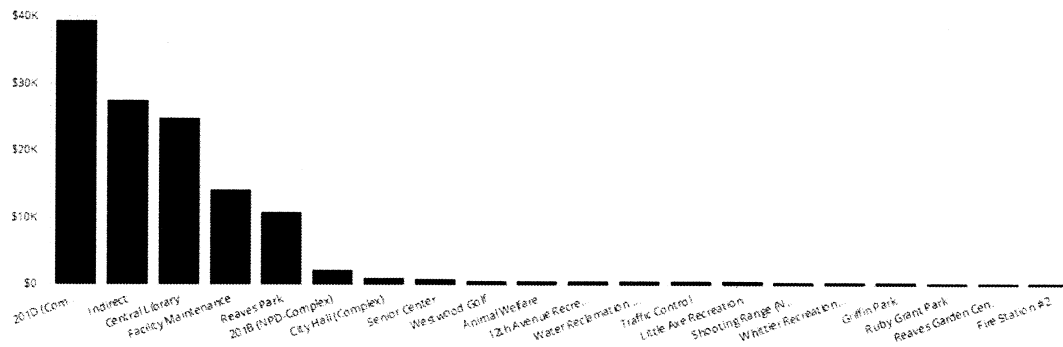
Total Cost by Module



Total Cost by Request Type



Top Buildings by Cost



Comprehensive Operations

Maintenance Requests – Total: 86

Administrative: 7 – 8%

Custodial: 3 – 3%

Electrical: 15 – 17%

General Maintenance: 9 – 10%

HVAC: 24 – 28%

Pest Control: 3 – 3%

Plumbing: 23 – 27%

Roofs: 2 – 2%

Finalized Requests – Total: 86

Number of Requests by Building

Indirect: 15

Facility Maintenance: 15

201B (NPD – Complex): 6

City Hall (Complex): 6

Central Library: 6

Traffic Control: 5

Fire Station #2: 4

201D (Complex): 4

Reaves Park: 2

Shooting Range (NPD): 2

201C (Complex): 2

12th Ave Recreation Center: 2

Fire Administration: 2

Transit/EVT: 2

201A (Complex): 2

Senior Center: 2

Fleet: 2

Westwood Golf: 2

Water Treatment Plant: 1

Water Reclamation Facility: 1

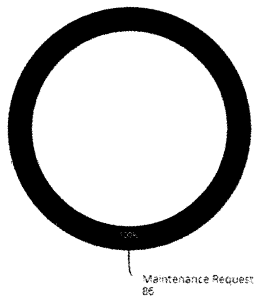
Fire Station #1: 1

Westwood Tennis: 1

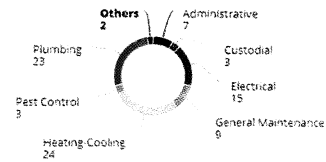
Reaves Garden Center: 1

Fire Station #8: 1

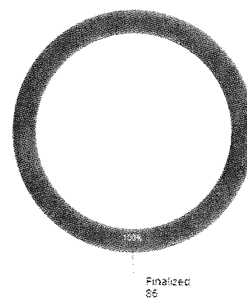
Requests by Module



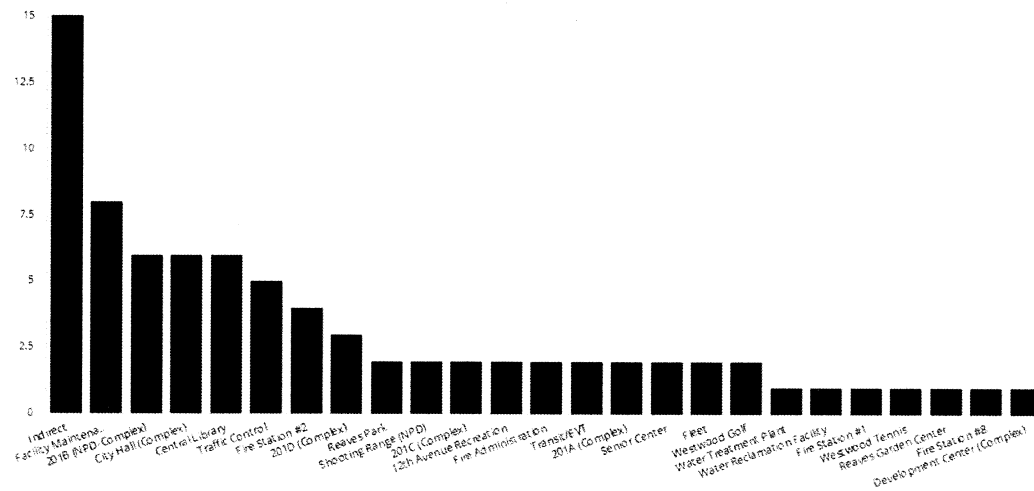
Requests by Type



Requests by Current Status



Requests by Building



Work Summary

PM & Work Requests by Current State

Completed: 119 – 100%

PM & Work Requests Assigned by User

Brian J.: 26 – 21%

Don A.: 19 – 16%

Jeff L.: 41 – 34%

Jerry W.: 12 – 10%

Robert B.: 15 – 12%

Bill S.: 2

Jason M.: 1

Kathy L.: 1

Nate M.: 1

Tara K.: 3

PM & Work Requests by Type

Administrative: 5 – 4%

Custodial: 2 – 2%

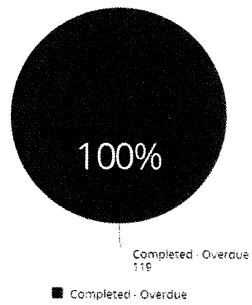
Electrical: 18 – 15%

General Maintenance: 20 – 17%

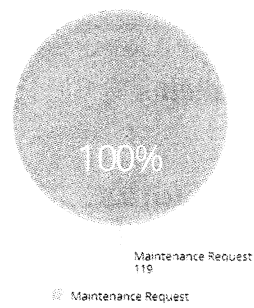
HVAC: 26 – 22%

Plumbing: 48 – 40%

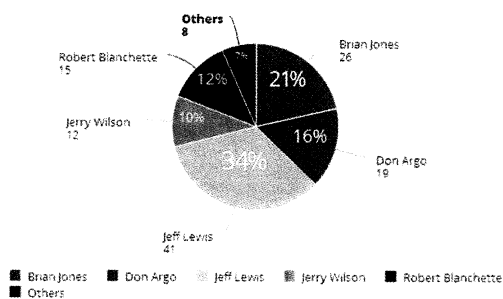
PM and Work Requests By Current State



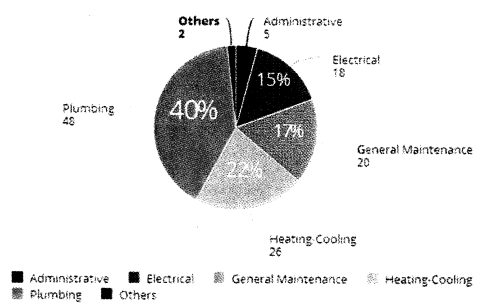
Requests By Module



PM and Work Requests Assigned By User



PM and Work Requests By Type



Team Performance

Labor Hours by User

Bill S.: 5.5

Brian J.: 136 -- 14%

Don A.: 134 -- 14%

Jason M.: 144 -- 15%

Jeff L.: 127 -- 13%

Jerry W.: 140 -- 14%

Kathy L.: 144 -- 15%

Robert B.: 148 -- 15%

Nate M.: 2

Labor Hours by Building

12th Ave Recreation Center: 9.5

201A (Complex): 1

201B (NPD – Complex): 40

201C (Complex): 2

Andrews Park:

Animal Welfare: 5.5

Central Library: 15.5

City Hall (Complex): 16

Development Center: 37

East Library: 2

Facility Maintenance: 32

Fire Administration: 2.5

Fire Station #1: 2

Fire Station #2: 10.5

Fire Station #3: 1.5

Fire Station #4: 0

Fire Station #5: 2

Fire Station #6: 0

Fire Station #7: 7

Fire Station #8: 2

Fire Station #9: 5

Firehouse Art: 6.5

Fleet: 8

Griffin Park: 7

Household Hazardous Waste: 2

*Indirect: 628

Little Axe Rec Center: 8

N. E. Lions Park: 2

Neighborhood Parks: 5.5

Norman Investigation Center: 2

Reaves Garden Center: 4

Reaves Park: 5

Ruby Grant Park: 5

Senior Center: 16

Shooting Range (NPD): 13.5

Sooner Theater: 4

Traffic Control: 17

Transit/EVT: 4

Water Reclamation Facility: 11.5

Water Treatment Plant: 9.5

Water Wells: 2

Westwood Golf: 10

Westwood Tennis: 4

Whittier Recreation Center: 12

980.5

0.00

A donut chart illustrating the distribution of the 2010 budget across five categories. The largest portion is 'Others' at 245.5, followed by 'Indirect' at 62.8, '2010 D (Complex)' at 35, 'Facility Maintenance' at 32, and '2010 B (NPD Complex)' at 40.

Category	Value
Others	245.5
Indirect	62.8
2010 D (Complex)	35
Facility Maintenance	32
2010 B (NPD Complex)	40

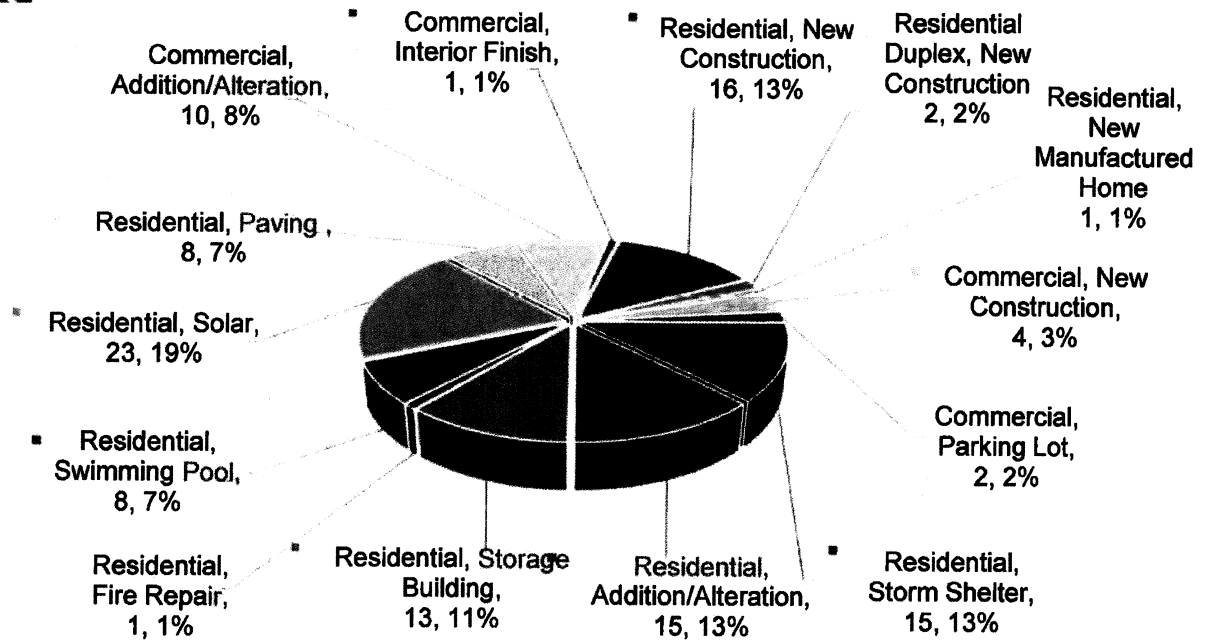
PLANNING AND COMMUNITY DEVELOPMENT 10



CITY OF NORMAN

DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

NOVEMBER 2022 REPORT

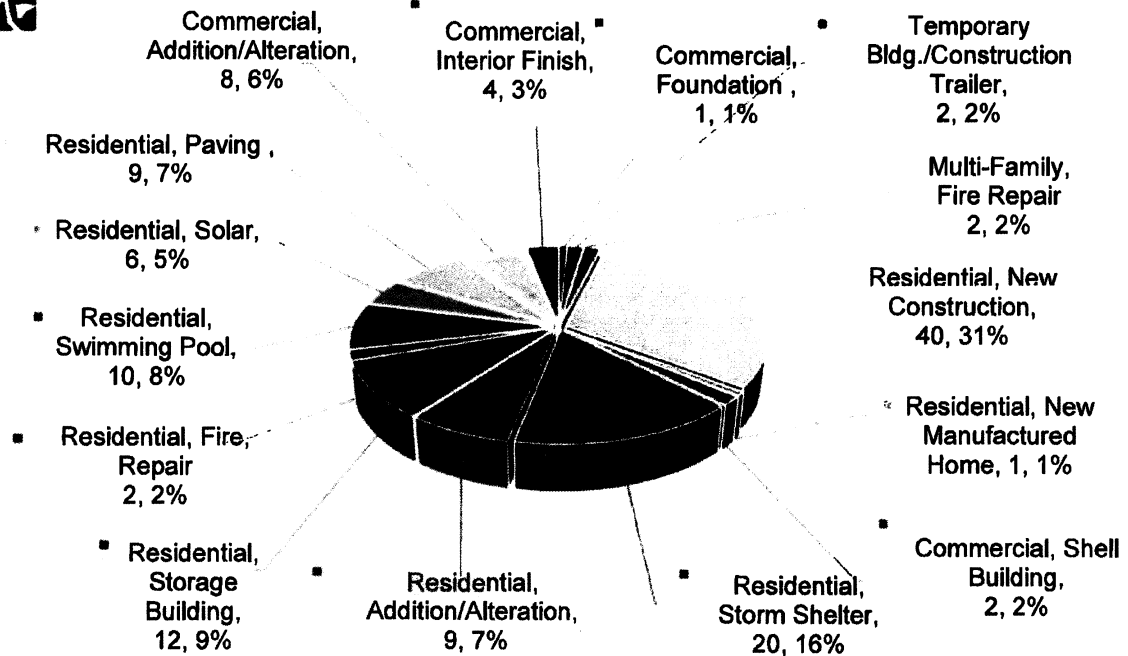


Permit Type			Valuation
Residential, New Construction	16		\$ 8,058,961
Residential Duplex, New Construction	2		\$ 892,640
Residential, New Manufactured Home	1		\$ 85,000
Commercial, New Construction	4		\$ 7,000,000
Commercial, Parking Lot	2		\$ 75,941
Commercial, Shell Building	0		\$ -
Residential, Storm Shelter	15		\$ 55,675
Residential, Addition/Alteration	15		\$ 1,080,722
Residential, Carport	0		\$ -
Residential, Storage Building	13		\$ 1,076,598
Residential, Fire Repair	1		\$ 85,682
Residential, Swimming Pool	8		\$ 643,535
Residential, Manufactured Home Repl	0		\$ -
Residential, Solar	23		\$ 802,252
Residential, Paving	8		\$ 53,470
Commercial, Addition/Alteration	10		\$ 886,296
Commercial, Interior Finish	1		\$ 175,000
Commercial, Fire Repair	0		\$ -
Commercial, Foundation	0		\$ -
Temporary Bldg./Construction Trailer	0		\$ -
Multi-Family, New	0		\$ -
Multi-Family, Addition/Alteration	0		\$ -
Multi-Family, Foundation	0		\$ -
Multi-Family, Fire Repair	0		\$ -
Group Quarters	0		\$ -
	102		\$ 20,971,772

*FOR MONTHLY COMPARISON TO PRIOR YEAR SEE PAGE 2.



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



Permit Type	Count	Valuation
Residential, New Construction	40	\$ 11,994,418
Residential Duplex, New Construction	0	\$ -
Residential, New Manufactured Home	1	\$ 20,000
Commercial, New Construction	0	\$ -
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	2	\$ 1,320,000
Residential, Storm Shelter	20	\$ 71,825
Residential, Addition/Alteration	9	\$ 419,000
Residential, Carport	0	\$ -
Residential, Storage Building	12	\$ 231,379
Residential, Fire Repair	2	\$ 3,500
Residential, Swimming Pool	10	\$ 744,298
Residential, Manufactured Home Repl	0	\$ -
Residential, Solar	6	\$ 227,086
Residential, Paving	9	\$ 63,820
Commercial, Addition/Alteration	8	\$ 3,925,253
Commercial, Interior Finish	4	\$ 88,600
Commercial, Fire Repair	0	\$ -
Commercial, Foundation	1	\$ 355,000
Temporary Bldg./Construction Trailer	2	\$ 121,000
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	2	\$ 31,868
Group Quarters	0	\$ -
Total	128	\$ 19,617,047



DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY
Building Permit Activity-NOVEMBER 2022

	DESCRIPTION	2022 YEAR TO-DATE	VALUATION	2021 TOTALS	2021 TOTAL VALUATION
	Residential, New Construction.....	356	\$ 119,967,806	559	\$ 171,447,259
	Residential, New Dwelling Unit Attached.....	0	\$ -	0	\$ -
	Residential, New Manufactured Home.....	7	\$ 727,004	2	\$ 65,000
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -
	Residential Duplex, New Construction.....	14	\$ 3,112,640	2	\$ 400,000
	Residential, Garage Apartment.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 3-4 DU.....	1	\$ 1,100,000	1	\$ 750,000
	Multi-Family, New Construction 5+ DU.....	4	\$ 4,550,000	9	\$ 22,230,000
	Multi-Family, Fire Repair.....	50	\$ 650,270	13	\$ 284,798
	Multi-Family, Foundation.....	5	\$ 205,500	3	\$ 170,000
	Multi-Family, Addition/Alteration.....	3	\$ 82,540	2	\$ 16,000
	Residential, Addition/Alteration.....	133	\$ 9,153,771	185	\$ 11,219,201
	Residential, Carport.....	3	\$ 9,045	4	\$ 73,710
	Residential, Storm Shelter.....	192	\$ 841,694	307	\$ 1,174,221
	Residential, Storage Building.....	136	\$ 6,712,036	141	\$ 4,708,996
	Residential, Fire Repair.....	16	\$ 1,184,780	31	\$ 1,558,116
	Residential, Swimming Pool.....	103	\$ 8,302,028	145	\$ 9,332,054
	Residential, Manufactured Home Replacement	4	\$ 355,535	7	\$ 582,151
	Residential, Solar.....	165	\$ 5,938,442	16	\$ 461,303
	Residential, Paving.....	99	\$ 1,174,586	111	\$ 1,737,557
	Group Quarters.....	0	\$ -	0	\$ -
	TOTAL	1291	\$ 164,067,677	1538	\$ 226,210,366
NON-RESIDENTIAL	Commercial, New Construction.....	34	\$ 90,007,500	51	\$ 263,453,985
	Commercial, New Shell Building.....	0	\$ 7,945,000	11	\$ 9,242,000
	Commercial, Addition/Alteration.....	151	\$ 123,294,067	143	\$ 45,783,076
	Commercial, Interior Finish.....	30	\$ 5,709,600	40	\$ 3,374,700
	Commercial, New Foundation.....	6	\$ 1,520,200	7	\$ 10,740,000
	Commercial, Fire Repair.....	2	\$ 302,814	8	\$ 888,000
	Commercial, Parking Lot.....	5	\$ 189,941	7	\$ 682,640
	Commercial, Temporary Bldg./Const Trailer....	36	\$ 324,904	29	\$ 351,391
	TOTAL	264	\$ 229,294,026		\$ 334,515,792
OTHER ACTIVITY	Electrical Permits.....	1,549		1663	
	Heat/Air/Refrigeration Permits.....	1,605		1405	
	Plumbing and Gas Permits.....	1,699		1891	
	Sign Permits.....	438		475	
	Water Well Permits.....	29		44	
	Garage Sale Permits.....	571		782	
	Structure Moving Permits.....	20		16	
	Demo-Residential Permits.....	32		31	
	Demo-Non-Residential Permits.....	6		10	
	Temp. Const. Bldgs. & Roll-off Permits.....	134		173	
	Lot Line Adjustments Filed.....	12		25	
	Certificate of Occupancy (CO).....	1066		1070	
	All Field Inspections.....	25,739		27583	
	Net Residential Demos & Removals.....	-51			
	TOTAL VALUATION		\$ 393,361,703		\$ 560,726,158

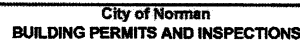


City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued November 2022 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area	KW
1 & 2 FAMILY STORM SHELTER	SPRAGUE'S BACKHOE	622	11/22/2022	334 GEORGE L CROSS DR	3	2	JENNINGS ESTATES #1	R1	\$ 8,000	48	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	4764	11/4/2022	701 TRISHA LN	6		ARBOR LAKE ADD #2	R1	\$ 3,995	24	
1 & 2 FAMILY STORM SHELTER	HALOKA HOMES, LLC	4933	11/22/2022	3908 CATALINA CT	10	1	MONTEREY ADD #2	R1	\$ 2,750	32	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	4970	11/4/2022	3913 PAINTED BIRD CT	12	1	RED CANYON RANCH SEC 4	PUD	\$ 3,700	21	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	4971	11/4/2022	4116 EDEN CT	13	1	CASCADE ESTATES PUD #7	PUD	\$ 3,700	21	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	4982	11/9/2022	1308 ASPEN LN	2	10	FOREST HILLS ADD	R1	\$ 4,750	12	
1 & 2 FAMILY STORM SHELTER	EF5 TORNADO SHELTERS	5026	11/9/2022	2320 LAFAYETTE DR	11	9	COLONIAL EST #9	R1	\$ 3,395	32	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	5033	11/9/2022	200 DOLLINA CT	1	3	TECUMSEH RIDGE SEC 2	R1	\$ 4,600	28	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	5069	11/14/2022	4400 CONCORD DR	2	3	EAGLE CLIFF SOUTH ADD #5	R1	\$ 3,900	35	
1 & 2 FAMILY STORM SHELTER	STORM SAFE TORNADO SHELTERS	5105	11/21/2022	3043 WISTER RD	3	3	GREENLEAF TRAILS ADD 11	PUD	\$ 2,500	21	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5110	11/17/2022	1401 MONTEREY DR	3	3	MONTEREY ADD #2	R1	\$ 3,395	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5182	11/22/2022	2903 GULLIVER ST	5	4	TRAILWOODS SEC 12	PUD	\$ 2,795	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5183	11/21/2022	3113 WISTER RD	4	1	GREENLEAF TRAILS ADD 11	PUD	\$ 3,395	32	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	5192	11/28/2022	7851 120TH AVE	25	1W	BELT VILLAGE	A2	\$ 3,500	30	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	5626	11/22/2022	2000 BURGUNDY CT	10	2	AMERICANA ESTATES ADD #1	RM6	\$ 3,300	21	
1 & 2 FAMILY, ADD OR ALTER	MILLER, LEA	707	11/14/2022	908 W EUPAULA ST	2	1	WEST PARK ADD	R1	\$ 28,000	418	
1 & 2 FAMILY, ADD OR ALTER	LAKE CONSTRUCTION	2360	11/14/2022	1918 PIN OAK CIR	23	1	WHISPERING PINES ADD	R1	\$ 268,000	851	
1 & 2 FAMILY, ADD OR ALTER	BRYANT FRAMING & CONST	3737	11/7/2022	3126 MEADOW AVE	1	3	SMOKING OAKS SOUTH #3	RM6	\$ 50,000	175	
1 & 2 FAMILY, ADD OR ALTER	CONSTRUCTION UNLIMITED INC	3907	11/29/2022	1101 MCNAMEE ST	20	1	ELM HEIGHTS ADD SEC	R1	\$ 15,000	290	
1 & 2 FAMILY, ADD OR ALTER	D GUTHRIE RENOVATIONS	3956	11/9/2022	514 EUPAULA ST	25	19	WAGGONERS T R FIRST ADD	R1	\$ 342,020	2916	
1 & 2 FAMILY, ADD OR ALTER	PMH CONSTRUCTION, LLC	4723	11/3/2022	514 FAIRFIELD DR	26	1	WILLOW BROOK ADD	R1	\$ 90,000	2136	
1 & 2 FAMILY, ADD OR ALTER	KENNEDY CONSTRUCTION	4842	11/22/2022	4109 CANNON DR	9	2	CARRINGTON PLACE ADD #4	R1	\$ 35,412	450	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4910	11/14/2022	1515 MORLAND AVE	30	1	UNIVERSITY HEIGHTS ADD	R1	\$ 60,000	432	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4978	11/15/2022	2200 W BROOKS ST	36	3W	NOT SUBDIVIDED	R3	\$ 1,600	60	
1 & 2 FAMILY, ADD OR ALTER	OWNER	5026	11/21/2022	5200 RUSTIC ACRES TRL	20	1W	PARK ONE EAST (NCOS)	A2	\$ 71,190	509	
1 & 2 FAMILY, ADD OR ALTER	OWNER	5070	11/28/2022	2926 QUEENSTON AVE	21	2	PARK HILL ADDITION	PUD	\$ 35,000	554	
1 & 2 FAMILY, ADD OR ALTER	DULANEY CONSTRUCTION	5071	11/19/2022	1417 BROOKDALE DR	3	18	BROOKHAVEN #02	R1	\$ 15,000	60	
1 & 2 FAMILY, ADD OR ALTER	RIVER SHELTERS LLC	5076	11/21/2022	2208 FORISTER CT	5	4	PEARSON EST #1	R1	\$ 12,000	24	
1 & 2 FAMILY, ADD OR ALTER	COVENANT HOMES	5136	11/28/2022	2400 CYPRESS AVE	1	10	COLLEGE MANOR	R1	\$ 43,500	224	
1 & 2 FAMILY, ADD OR ALTER	OWNER	5158	11/22/2022	1304 NEBRASKA ST	8	2	WESTFIELD MANOR ADDITION	R1	\$ 15,000	1120	
1 & 2 FAMILY, FIRE REPAIR	BLACKMON MOORING	5161	11/21/2022	2231 ROGERS CIR	15	3	BOYD VIEW #1	R1	\$ 85,682	1630	
1 & 2 FAMILY, PAVING	M & P INVESTMENTS, LLC	4629	11/22/2022	1200 LEE AVE	1	1	LYDICKS #1	R1	\$ 4,000	870	
1 & 2 FAMILY, PAVING	HEARTLAND CONSTRUCTION, LLC	4866	11/1/2022	2325 WESTWOOD DR	3	5	WESTWOOD ESTATES NORTH ADD	R1	\$ 24,500	2240	
1 & 2 FAMILY, PAVING	OWNER	5013	11/10/2022	2625 OSBORNE DR	9	4	NORMANDY ACRES FIRST	R1	\$ 5,000	220	
1 & 2 FAMILY, PAVING	CIMMARON CONSTRUCTION CO	5053	11/15/2022	2440 BUTLER DR	6	5	NORMANDY ACRES FIRST	R1	\$ 5,000	430	
1 & 2 FAMILY, PAVING	OWNER	5070	11/28/2022	2926 QUEENSTON AVE	21	2	PARK HILL ADDITION	PUD	\$ 3,770	554	
1 & 2 FAMILY, PAVING	REYES MORALES, LLC	5072	11/22/2022	2608 SUMMIT CROSSING PKY	7	6	SUMMIT LAKES ADD #11	R1	\$ 3,000	538	
1 & 2 FAMILY, PAVING	JL CONCRETE LLC	5104	11/17/2022	2631 QUANAH PARKER TR	16	7	WILLOW GREEN #2	R1	\$ 5,000	645	
1 & 2 FAMILY, PAVING	GONZALEZ, LEO	5246	11/30/2022	617 VERREAUX DR	9	2	EAGLE CLIFF ADD #8	R1	\$ 4,200	234	
1 & 2 FAMILY, SOLAR	ADT SOLAR, LLC	3298	11/22/2022	504 MILLER AVE	10	4	CLASSEN-MILLER ADDITION	R1	\$ 48,785	8	
1 & 2 FAMILY, SOLAR	BLACK STAR SERVICES, LLC	4663	11/8/2022	1325 DORCHESTER DR	36	2	WOODSLAWN ADD #1	NA	\$ 17,000	10	
1 & 2 FAMILY, SOLAR	BLACK STAR SERVICES, LLC	4664	11/14/2022	2656 TRENTON RD	10	4	NORMANDY PARK	R1	\$ 19,000	9	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER)	4862	11/15/2022	500 60TH AVE	36	2W	NOT SUBDIVIDED	A2	\$ 50,001	7	
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	4866	11/1/2022	1914 RIDGEWOOD DR	22	19	OAKHURST ADD #06	R1	\$ 39,195	9	
1 & 2 FAMILY, SOLAR	ADT SOLAR, LLC	4863	11/28/2022	1025 ROBINHOOD LN	9	1	SHERWOOD FOREST #1	R1	\$ 84,910	7	
1 & 2 FAMILY, SOLAR	SMALL TOWN SOLAR	4906	11/2/2022	3220 DOVE HOLLOW LN	19	3	SHAWNEE CREEK #3	R1	\$ 18,500	13	
1 & 2 FAMILY, SOLAR	SMALL TOWN SOLAR	4907	11/2/2022	2308 HELM CT	7	3	ALAMEDA PARK ADD #1	R1	\$ 8,850	4	
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	4925	11/2/2022	3808 COBBLE CIR	56	1	BROOKHAVEN, VILLAGE AT #2	RM6	\$ 28,967	7	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER)	4934	11/28/2022	703 MIDLAND VALLEY ST	7	1	GREENLEAF TRAILS ADD 10	PUD	\$ 25,232	9	
1 & 2 FAMILY, SOLAR	MY ROOF SOLAR	4954	11/4/2022	2621 SUMMIT TERRACE DR	5	4	SUMMIT LAKES ADD #8	R1	\$ 95,222	19	
1 & 2 FAMILY, SOLAR	MY ROOF SOLAR	4956	11/4/2022	1214 STONE CREEK DR	14	2	STONE LAKE	R1	\$ 28,114	5	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA(FORMER)	4968	11/8/2022	3716 SHADOWRIDGE DR	5	4	SHADOWRIDGE ADD	R1	\$ 43,836	11	
1 & 2 FAMILY, SOLAR	BLACK STAR SERVICES, LLC	4984	11/14/2022	3209 COVE HOLLOW CT	13	2	CROSSROADS WEST #5	R1	\$ 20,000	10	
1 & 2 FAMILY, SOLAR	DELTA ENERGY SOLAR LLC	4996	11/4/2022	233 FOREMAN AVE	1	1	TOWN & COUNTRY ESTATES #2	R1	\$ 19,296	5	
1 & 2 FAMILY, SOLAR	ASTRAWATT SOLAR	5003	11/10/2022	1712 MONTCLAIR CT	10	8	HALL PARK #3	R1	\$ 21,871	8	
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	5004	11/14/2022	3832 WAYERLY CT	8	10	BROOKHAVEN #02	R1	\$ 33,259	7	
1 & 2 FAMILY, SOLAR	MY ROOF SOLAR	5018	11/15/2022	10550 GLAD LN	3	1W	NOT SUBDIVIDED	A2	\$ 76,693	6	
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	5039	11/14/2022	613 MORNINGSIDE DR	5	1	MORNINGSIDE	R1	\$ 17,048	4	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	5040	11/15/2022	2101 OMEGA DR	16	2W	CAMERONS LANDING COS	A2	\$ 61,096	16	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	5102	11/29/2022	513 SPERRY DR	1	5	INDEPENDENCE VALLEY SEC #1	R1	\$ 10,490	5	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	5135	11/21/2022	3728 SAWHILL RD	8	2	RED CANYON RANCH SEC 6	PUD	\$ 31,731	7	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	5141	11/29/2022	5008 EUPAULA DR	15	8	EAGLE CLIFF SOUTH ADD #5	R1	\$ 4,200	2	
1 & 2 FAMILY, STORAGE BLDG	TUCKER HOMES, LLC	4494	11/7/2022	3321 DRAGONFLY RD	5	3	FROST CREEK ADD	PUD	\$ 124,480	1045	
1 & 2 FAMILY, STORAGE BLDG	M & P INVESTMENTS, LLC	4629	11/22/2022	1200 LEE AVE	1	1	LYDICKS #1	R1	\$ 95,000	890	
1 & 2 FAMILY, STORAGE BLDG	TILLER, LUKE	4878	11/9/2022	5230 CRYSTAL SPRING CT	2	1	CRYSTAL SPRING	RE	\$ 80,000	548	
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	4902	11/1/2022	1727 BRYANT CIR	6	1	LEWIS BRYANT ADD #1	RE	\$ 4,095	620	
1 & 2 FAMILY, STORAGE BLDG	HUDSON POST FRAME, LLC	4908	11/4/2022	4103 84TH AVE	9	1W	HENDERSON ESTATES NCOS 2122-11	A2	\$ 27,250	1500	
1 & 2 FAMILY, STORAGE BLDG	HUDSON POST FRAME, LLC	4914	11/4/2022	3855 84TH AVE	9	1W	NOT SUBDIVIDED	A2	\$ 24,500	1200	
1 & 2 FAMILY, STORAGE BLDG	KEOTCHA COVERED INC	4914	11/15/2022	5701 POST OAK RD	13	2W	JOHN DALTON RIDGE COS 2021-15	A2	\$ 390,222	900	
1 & 2 FAMILY, STORAGE BLDG	ARMSTRONG HOMES	4952	11/7/2022	105 E RICH RD	1	1	J A JONES ADDITION	R2	\$ 35,000	850	
1 & 2 FAMILY, STORAGE BLDG	WINDSTONE CONSTRUCTION	4995	11/15/2022	15005 E IMHOFF RD	5	1E	PRAIRIE CREEK RANCH COS 2021-3	A2	\$ 220,780	1280	
1 & 2 FAMILY, STORAGE BLDG	BETTER BUILT STRUCTURES	5022	11/18/2022	300 TOWN PARK RD	1	8	HERITAGE PLACE II SEC 2	RM6	\$ 8,604	120	
1 & 2 FAMILY, STORAGE BLDG	JOSE'S CONSTRUCTION, LLC	5168	11/23/2022	312 OLIPHANT AVE	13	2	REDBUD ESTATES	RE	\$ 60,000	2400	
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	5177	11/22/2022	11000 ROCK CREEK RD	23	1W	NOT SUBDIVIDED	A2	\$ 85,000	640	
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED INC	5204	11/30/2022	404 HORIZON VIEW CT	21	2	SUMMIT LAKES ADD #9	R1	\$ 8,887	140	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4305	11/17/2022	4505 NORTHFIELDS ST	10	5	CARRINGTON PLACE ADD #14	R1	\$ 85,000	832	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4445	11/22/2022	4517 BELLINGHAM LN	5	1	CARRINGTON PLACE ADD #14	R1	\$ 85,000	1104	
1 & 2 FAMILY, SWIMMING POOL	ARTISTIC POOLS	4644	11/10/2022	3612 TETON LN	4	3	CASCADE ESTATES PUD #6	PUD	\$ 65,000	694	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4654	11/23/2022	505 E LAHOMA AVE	10	3	ROSS ADDITION	R1	\$ 83,000	876	
1 & 2 FAMILY, SWIMMING POOL	PMH CONSTRUCTION, LLC	4765	11/22/2022	4109 CANNON DR	9	2	CARRINGTON PLACE ADD #4	R1	\$ 83,655	1312	
1 & 2 FAMILY, SWIMMING POOL	PLEASANT POOLS	4919	11/9/2022	4322 FRONTIER TR	2	3	GLENFIELD SEC #1	PUD	\$ 86,890	920	
1 & 2 FAMILY, SWIMMING POOL	GROTTO POOL DESIGNS	4966	11/10/2022	4800 MISTLETOE RD	12	1W	ICH #1	A2	\$ 75,000	3000	
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PATIO	5094	11/21/2022	3308 NESS CIR	8	1	HIGHLAND VILLAGE ADD SEC 5	R1	\$ 102,000	1397	
1 FAMILY, MANUFACTURED HOME	OWNER	4711	11/17/2022	1406 1144TH AVE	9	21	THUNDERBIRD HILLS	RE	\$ 85,000	1736	

1 FAMILY, NEW CONSTRUCTION	MUIRFIELD HOMES	4196	11/2/2022	3523	TIMBERSBROOK	DR	16	12	VINTAGE CREEK ADDITION	PUD	\$	355,600	3694
1 FAMILY, NEW CONSTRUCTION	TUCKER HOMES, LLC	4493	11/8/2022	3321	DRAGONFLY	RD	5	3	FROST CREEK ADD	PUD	\$	479,500	5472
1 FAMILY, NEW CONSTRUCTION	MUIRFIELD HOMES	4719	11/2/2022	2005	ITHACA	DR	4	3	HALLBROOKE ADD #4	R1	\$	458,840	4348
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC	4763	11/1/2022	4206	DUSTY	TRL	14	4	GLENBRIDGE SEC. #3	PUD	\$	458,041	3374
1 FAMILY, NEW CONSTRUCTION	BYRD BUILDING	4777	11/4/2022	4924	WELLMAN	WAY	27	2	ARBOR LAKE ADD #5	R1	\$	715,000	5949
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP	4859	11/7/2022	3907	MARIGOLD	TRL	17	2	TRAILS ADD #3	R1	\$	791,420	6163
1 FAMILY, NEW CONSTRUCTION	ARMSTRONG HOMES	4922	11/7/2022	3304	QUIDNET	RD	14	9	VINEYARD PHASE III	R1	\$	500,000	3689
1 FAMILY, NEW CONSTRUCTION	ARNOLD HOMES	4959	11/10/2022	3906 NW	TURTLE CREEK	WAY	2	1	HALLBROOKE ADD #5	PUD	\$	247,360	2799
1 FAMILY, NEW CONSTRUCTION	OWNER	4983	11/18/2022	11201 E	DELLA	ST	108	2	MARLATT ADD	R1	\$	447,300	4292
1 FAMILY, NEW CONSTRUCTION	C.A. MCCARTY CONSTRUCTION LLC	5085	11/19/2022	4220	TECUMSEH	RD	11	1W	J&D ACRES NCOS 2223-3	A2	\$	188,000	2500
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP	4727	11/1/2022	3320	RIDGELINE	CH	11	1	GRANDVIEW EST NORTH #4	RE	\$	900,000	7293
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP	5123	11/29/2022	4008	QUIDNET	RD	10	9	VINEYARD PHASE III	R1	\$	600,000	3706
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP	5126	11/29/2022	4504	HACKNEY WICK	CT	6	3	CARRINGTON PLACE ADD #12	R1	\$	878,000	4920
1 FAMILY, NEW CONSTRUCTION	OWNER	3946	11/14/2022	416	NORTHFIELDS	ST	2	4	CARRINGTON PLACE ADD #14	R1	\$	700,000	3987
1 FAMILY, NEW CONSTRUCTION	REMINGTON ENTERPRISES	5128	11/28/2022	1008	IOWA	ST	7	7	NORMAN HEIGHTS ADDITION	R1	\$	200,000	1739
2 FAMILY, NEW CONSTRUCTION	OWNER	4923	11/16/2022	138	VARENNNA	LN	15	1	VARENNNA LANDINGS ADD	PUD	\$	282,080	2606
2 FAMILY, NEW CONSTRUCTION	OWNER	4943	11/16/2022	140	PAGE	ST	586	2	TROUT ADD - AMENDED	R3	\$	446,320	3652
TEMPORARY ROLL-OFF, OTHER	ULAN FAMILY LTD. PARTNERSHIP	4837	11/2/2022	100	PAGE	ST	586	2	TROUT ADD - AMENDED	R3	\$	446,320	3652
TEMPORARY ROLL-OFF, OTHER	OUR LADY OF LEBANON CHURCH	5107	11/16/2022	611 S	12TH	AVE	1	1	EASTPARK CROSSING #1	R1	\$	0	0
TEMPORARY ROLL-OFF, OTHER	HILLCREST ESTATES, LLC	5174	11/21/2022	101	PONCA	AVE	32	2W	NOT SUBDIVIDED	R3	\$	0	0
TEMPORARY ROLL-OFF, OTHER	PREMIER HOSPITALITY	5195	11/23/2022	2400	CRESTLAND	DR	1	1	CRESTLAND ESTATES #1	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	WELLS, JESSE C. & KATY B	4802	11/1/2022	4091 E	CONFERENCE	DR	1	1	UNIVERSITY NORTH PARK SEC 13	C2	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	FABRI, MICHAEL ALFRED & SANDRA	4879	11/7/2022	410 W	FRANKLIN	RD	2	2W	NOT SUBDIVIDED	A2	\$	0	20
TEMPORARY ROLL-OFF, RESIDENTIAL	GREED, RICKY DALE	4891	11/7/2022	6620	TECUMSEH	RD	18	2W	NOT SUBDIVIDED	A2	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	ROLLINS, JOHN E AKA JON E	5180	11/21/2022	1304	156TH	AVE	32	1E	NOT SUBDIVIDED	A2	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	BURNSWORTH, SHARON A	5187	11/22/2022	1700	NEBRASKA	ST	8	2	WESTFIELD MANOR ADDITION	R1	\$	0	0
TEMPORARY ROLL-OFF, RESIDENTIAL	TIPLER, KATHLEEN	5207	11/28/2022	1109	WINDCHIME	DR	1	5	COLONIAL EST SOUTH SEC 2	R1	\$	0	0
					IDAHO	ST	20	4	FACULTY HEIGHTS ADD	R1	\$	0	0
TOTAL PERMITS													
(EXCLUDING TEMP ROLL-OFF)		102	AVERAGE VALUATION		\$	125,529	AVERAGE PROJECT AREA		1,493	(SOLAR PERMITS - PROJECT AREA NOT INCLUDED)			
			TOTAL VALUATION		\$	12,834,535	TOTAL PROJECT AREA		118,008				

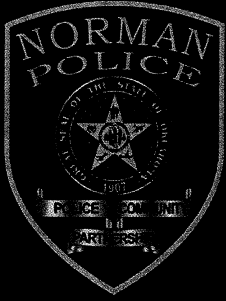


Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT	SUN CONSTRUCTION SERVICES	USRY & SONS LANDLORD REMODEL	3007	11/9/2022	1800		INDUSTRIAL	BLVD	2	4	NORMAN INDUSTRIAL TRACT	H	\$ 200,000	8502
COMMERCIAL, ADD/ALT	FINE LINE FINISHES OKLAHOMA	LEVITY BREAKFAST HOUSE	4139	11/30/2022	309	S	PETERS	AVE	1	11	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 75,000	1507
COMMERCIAL, ADD/ALT	EISEL ROOFING & CONSTRUCTION	LANDMARK HOMES REMODEL	4312	11/29/2022	2761		WASHINGTON	DR	11	2	FRANKLIN BUSINESS PARK SEC 3	C2	\$ 36,296	1827
COMMERCIAL, ADD/ALT	THOMAS GRACE	KOHL'S SEPHORA	4469	11/1/2022	2110		24TH	AVE	1	1	UNIVERSITY NORTH PARK SEC 3	PUD	\$ 250,000	2500
COMMERCIAL, ADD/ALT	RED SUN CONTRACTORS, LLC	NORTHHAVEN CHURCH	4546	11/10/2022	1100	W	MAIN	ST		1	STERR'S ADD	C2	\$ 100,000	10459
COMMERCIAL, ADD/ALT	AMERICAN TOWER CORPORATION	T-MOBILE NEW ANTENNAS	4807	11/14/2022	8098		120TH	AVE	26	1W	NOT SUBDIVIDED	A2	\$ 35,000	150
COMMERCIAL, ADD/ALT	OWNER	KOETTER LANDLORD REMODEL	4845	11/22/2022	2701		BART CONNER	CT	6	2	BROCK INDUSTRIAL PARK #4	H	\$ 30,000	200
COMMERCIAL, ADD/ALT	ATZEC BUILDING SYSTEMS, INC.	UNIVERSITY SILK SCREEN MEZZANINE	4848	11/17/2022	3217	N	FLOOD	AVE	3A	3	NORTHBRIDGE IND PARK #2	H	\$ 100,000	2280
COMMERCIAL, ADD/ALT	NETCOM	VERIZON WIRELESS ANTENNAS	4897	11/1/2022	2295		108TH	AVE	2	1W	NOT SUBDIVIDED	A2	\$ 30,000	595
COMMERCIAL, ADD/ALT	LEASEE (TENANT)	THE SURF BAR	5178	11/29/2022	582		BUCHANAN	AVE	30	1	LARSH'S UNIVERSITY ADD	C3	\$ 30,000	1100
COMMERCIAL, INTERIOR FINISH	SUN CONSTRUCTION SERVICES	BOB SURFY & SONS OFFICE	5005	11/28/2022	1800		INDUSTRIAL	BLVD	2	4	NORMAN INDUSTRIAL TRACT	H	\$ 175,000	3068
COMMERCIAL, NEW CONSTRUCTION	CROSSLAND CONSTRUCTION CO, INC.	CITY OF NORMAN- NEW ADMIN BUILDING FOR LINE MAINTENANCE	4292	11/15/2022	2705	E	ROBINSON	ST	22	2W	HALL PARK COMPLEX PHASE 1	A1	\$ 3,000,000	6663
COMMERCIAL, NEW CONSTRUCTION	CROSSLAND CONSTRUCTION CO, INC.	CITY OF NORMAN- SEWER LINE MAINTENANCE	4294	11/15/2022	2709	E	ROBINSON	ST	22	2W	HALL PARK COMPLEX PHASE 1	A1	\$ 1,850,000	7816
COMMERCIAL, NEW CONSTRUCTION	CROSSLAND CONSTRUCTION CO, INC.	CITY OF NORMAN- WATER LINE MAINTENANCE	4295	11/15/2022	2701	E	ROBINSON	ST	22	2W	HALL PARK COMPLEX PHASE 1	A1	\$ 1,850,000	7904
COMMERCIAL, NEW CONSTRUCTION	CROSSLAND CONSTRUCTION CO, INC.	CITY OF NORMAN- STORAGE BUILDING	4296	11/15/2022	2713	E	ROBINSON	ST	22	2W	HALL PARK COMPLEX PHASE 1	A1	\$ 300,000	3632
COMMERCIAL, PARKING LOT	SHEPPARD CONCRETE	DR. DIANNE HOLLAND - PARKING LOT EXPANSION	3821	11/9/2022	705		26TH	AVE	1	20	WESTPORT PROFESSIONAL PARK #7	C1	\$ 70,000	6750
COMMERCIAL, PARKING LOT	A & L CONCRETE	FIRST BANK & TRUST - SIDEWALK REPAIR	4967	11/17/2022	2400		ALAMEDA	ST	4	1	MEADOWOOD BUSINESS PARK ADD	C2	\$ 5,941	1361

Permit Type		Valuation	New Construction Business Information (New Construction and New Shell Building)		
			Building Size (SF)	Use/Classification	Business
COMMERCIAL, ADD/ALT	10	\$ 889,296			
COMMERCIAL, FOUNDATION PERMIT	0	\$ -	6,683	INSTITUTIONAL	CITY OF NORMAN - NEW ADMIN BUILDING FOR LINE MAINTENANCE
COMMERCIAL, FIRE REPAIR	0	\$ -	7,816	INSTITUTIONAL	CITY OF NORMAN - SEWER LINE MAINTENANCE
COMMERCIAL, INTERIOR FINISH	1	\$ 175,000	7,904	INSTITUTIONAL	CITY OF NORMAN - WATER LINE MAINTENANCE
COMMERCIAL, NEW CONSTRUCTION	4	\$ 7,000,000	3,632	INSTITUTIONAL	CITY OF NORMAN - STORAGE BUILDING
COMMERCIAL, NEW SHELL BLDG	0	\$ -			
COMMERCIAL, PARKING LOT	2	\$ 75,941			
TEMPORARY BLDG/CONST TRAILER	0	\$ -			

TOTAL	17	5	8,137,237	
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POLICE 11



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW



NOVEMBER | 2022

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED CRIMES	2022	5-YEAR AVERAGE	2021
MURDER	0	0	0
SEXUAL ASSAULTS	15	14	14
ROBBERY	2	5	3
AGGRAVATED ASSAULTS	19	13	22
BURGLARY OF BUILDING	42	56	68
LARCENY/THEFT	214	228	199
MOTOR VEHICLE THEFT	35	34	39
ARSON	0	1	1
KIDNAPPING	1	1	1
FRAUD/FORGERY	72	69	69
DUI/APC	26	30	29
PUBLIC INTOXICATION	44	50	41
RUNAWAYS	12	28	30
DRUG VIOLATIONS	52	68	48
THREATS/HARASSMENT	33	30	34
VANDALISM	70	83	123
OTHER	631	749	753
TOTAL REPORTED CRIME	1,025	1,160	1,185
TOTAL ARRESTS:	396	523	461
PROTECTIVE CUSTODY:	84	100	91
TOTAL CASE REPORTS*	888	1,023	1,014
COLLISIONS	209	212	199
FATALITY	2	1	1
INJURY	62	63	64
NON- INJURY	145	148	134
NUMBER OF PEOPLE INJURED	88	85	84
CITATIONS & WARNINGS	1,667	3,441	1,361
TRAFFIC CITATIONS	316	980	251
TRAFFIC WARNINGS	687	1,549	631
PARKING CITATIONS & WARNINGS	664	912	479

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 5,568

NON-EMERGENCY CALLS TAKEN: Unavailable

TOTAL INCOMING CALLS: Unavailable

TOTAL CALLS FOR SERVICE GENERATED: 9,609

POLICE CALLS FOR SERVICE: 6,036

OFFICER INITIATED: 1,474

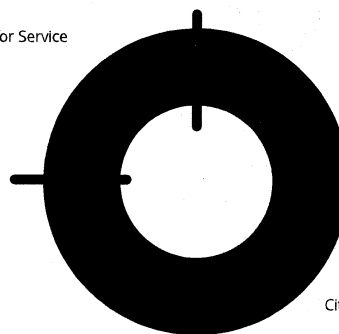
CITIZEN INITIATED: 4,562

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,544

EMSSTAT: 2,000

Officer Initiated Calls for Service
1,474



Citizen Initiated Calls for Service
4,562

INVESTIGATIONS ACTIVITY

CASES CURRENTLY OPEN (2020 TO PRESENT): 399

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 247

CASES CLOSED DURING REPORTING PERIOD: 634

CLEARED BY ARREST / WARRANT: 10

CLEARED BY EXCEPTION: 27

COP FOLLOW-UP: 2

DEACTIVATED: 578

REFERRED TO PATROL: 10

DEACTIVATED DUE TO STAFFING: 6

UNFOUNDED: 1

ANIMAL WELFARE

INTAKES: 208

LIVE RELEASES: 225

LIVE OUTCOME RATE: 93.4%

ANIMALS FOSTERED: 74

ANIMALS LICENSED: 4

VOLUNTEER HOURS: 306

RECORDS

CUSTOMER SERVICE CONTACTS: 1,629

IN-PERSON CONTACTS: 807

PHONE CONTACTS: 822

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED OFFICER POSITIONS: 180

CURRENT COMMISSIONED OFFICERS: 152 (23 VACANCIES | 5 IN POLICE ACADEMY)

OFFICERS AVAILABLE FOR ASSIGNMENT: 143

9 ARE UNAVAILABLE DUE TO OJI, LONGTERM MEDICAL; MILITARY LEAVE; FIELD TRAINING

AUTHORIZED NON-COMMISSIONED POSITIONS: 74

INCLUDES ANIMAL WELFARE, DISPATCH, PARKING SERVICES, RECORDS, AND ADMINISTRATIVE TECHNICIANS

CURRENT NON-COMMISSIONED POSITIONS: 65 (9 VACANCIES)

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report

November 2022



IN SHELTER ANIMAL COUNTS

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	65	74	139	87	81	168	29	21%
Ending	67	47	114	89	43	132	18	16%

ANIMAL INTAKES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	101	70	171	92	52	144	(27)	-16%
Owner Relinquish	8	25	33	13	10	23	(10)	-30%
Owner Intended Euth	0	0	0	3	0	3	3	
Transfer In	0	9	9	0	16	16	7	78%
Other Intakes*	3	0	3	5	0	5	2	67%
Returned Animal	11	5	16	13	4	17	1	6%
TOTAL LIVE INTAKES	123	109	232	126	82	208	(24)	-10%

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

OTHER STATISTICS

	2021		2022		Comparisons	
		Total		Total	Difference	Percent
Wildlife Collected (DOA)	6	6	0	0	(6)	-100%
Dog Collected (DOA)	3	3	1	1	(2)	-67%
Cat Collected (DOA)	3	3	0	0	(3)	-100%
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	1	1	1	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	2	2	2	
Intake Pigs	0	0	0	0	0	
Intake Other	0	0	4	4	4	
TOTAL OTHER ITEMS	12	12	8	8	(4)	-33%

LENGTH OF STAY (DAYS)

	2021	2022
Dog	18.9	17.7
Puppy	11.5	13.9
Cat	18.1	12.7
Kitten	8.1	12.6

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	120	66	0	186

Norman Animal Welfare Monthly Statistical Report

November 2022



LIVE ANIMAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	56	106	162	71	92	163	1	1%
Return To Owner	49	4	53	30	2	32	(21)	-40%
Transferred Out	6	15	21	12	1	13	(8)	-38%
Returned to Field	0	2	2	0	17	17	15	750%
Other Outcome	0	1	1	0	0	0	(1)	-100%
TOTAL LIVE OUTCOMES	111	128	239	113	112	225	(14)	-6%

OTHER ANIMAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	5	5	0	4	4	(1)	-20%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	10	3	13	8	4	12	(1)	-8%
Owner Intended Euth	0	0	0	3	0	3	3	
TOTAL OTHER OUTCOMES	10	8	18	11	8	19	1	6%

TOTAL OUTCOMES

	2021			2022			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	111	128	239	113	112	225	(14)	-6%
Total Other Outcomes	10	8	18	11	8	19	1	6%
TOTAL OUTCOMES	121	136	257	124	120	244	(13)	-5%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	2	0	4	33%
Medical - Injured	2	2	0	4	33%
Behavior - Aggressive	4	0	0	4	33%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	8	4	0	12	

MONTHLY LIVE RELEASE RATE

2021	2022
93.0%	93.4%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS

12

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed three (3) Final Plats and two (2) Preliminary Plats for the Development Committee; two (2) Preliminary Plats and one (1) Short Form Plat for Planning Commission; no items for City Council. The Development Engineer reviewed 28 sets of construction plans and 4 punch lists. There were 90 permits reviewed and/or issued. Fees were collected in the amount of \$1,812.92.

CAPITAL PROJECTS:

Alameda Street Widening Project:

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

The current project schedule is as follows:

- December 2022: Complete urban section from Ridge Lake Dr. to the intersection at 36th Ave. SE
- December 2022: Close 36th Avenue SE and complete the intersection
- May 2023: Complete rural section from 36th Ave. SE through the intersection at 48th Ave. SE

As of the last pay application on 11/28/2022, 49% of the total contract amount has been expended and 44% of total contract time has been used. Through November 29, 2022, Phase 1 is at 92% of the contract time used and Phase 2 is at 16% contract time used.

Proposed improvements for the Alameda Street Project include:

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

The contractor's activities this month were as follows:

- Finished final grading behind the curbs on the Urban Project between Ridge Lake Boulevard and 36th Ave. East
- Finished installing hoods and grates for the curb inlets on the Urban Project between Ridge Lake Boulevard and 36th Ave. East
- Completed the grading, subgrade stabilization and storm pipeline installation at the 36th Avenue East intersection

Sidewalk Programs:

FYE 2023 Sidewalk Concrete Projects. This project was awarded to EMC Services LLC and is scheduled under construction. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Curbs and Sidewalks and Trials. This contract will be on going thru June of 2023.

FYE2023 Sidewalk Horizontal Saw Cutting Project. This project was awarded to ASTI Sawing and is scheduled to start in January, 2023. This contract will be to horizontally saw cut sidewalk tripping hazards in various locations throughout the city. This contract is anticipated to take 1 month to complete.

Vehicle Procurement

- The City is currently in the process of purchasing 2 battery electric busses and staff anticipates receiving these vehicles in December 2022. Staff are visiting the factory this December 5-9 to perform final inspections. 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 FY21 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 to add charge rails to the top of the busses so that in the future an overhead pantograph charging system could be utilized.
- The City is currently in the process of purchasing 5 paratransit vans and staff anticipates receiving these vehicles in March-April 2023. Below is background on this purchase:
 - On December 14, 2021 the City Council passed and adopted resolution R-2122-72 transferring \$346,703 from the Capital Fund Balance to be matched with \$122,812 available in the Public Transit and Parking Fund to be used to replace 5 paratransit vehicles in the Transit Fleet for a total of \$469,515. Due to ongoing supply chain issues the price of the vehicles had increased, however staff were able to identify additional FTA grant funding allocated to Norman to supplement the cost increase and decrease the amount of local match that was provided from the Public Transit and Parking Fund. Resolution R-2122-98 was approved by Council on March 8 transferring an additional \$149,454 (for a total cost of \$584,655) to cover the cost increase. FTA grant OK-2020-026 will be amended to \$496,157 leaving a local match of \$88,508 (a reduction in the local matching funds of \$34,304.)
- The City is currently in the process of purchasing 5 CNG 35' fixed route buses and staff anticipates receiving these vehicles in summer 2023. Staff are visiting the factory this December 5-9 to perform a pre-production meeting. Below is background information on this purchase:
 - Utilizing transit 5339 funds allocated from FY21 (grant number OK-2020-026), 1 35' CNG bus will be purchased. These were funds allocated to the Norman urbanized area by formula. In addition, on June 14, 2022 the City Council approved a contract with the Oklahoma Department of Transportation (ODOT) accept Surface Transportation Block Grant – Urbanized Area (STBG-UZA) funding for the purchase of 2 35' low-floor CNG transit buses. An Authorization to Purchase for these 3 buses was approved by Council on August 23, 2022. A purchase order was issued on September 14, 2022 to the manufacturer.
 - Utilizing funds received from the FY22 FTA Low- or No-Emissions Vehicle Program, staff proposed to purchase 2 additional CNG 35' fixed route buses. Council approved a resolution accepting the grant and an authorization to purchase the buses on September 27, 2022. The purchase order for 2 buses was issued September 29, 2022.

Transit Monthly Performance Report

Attached are the transit performance reports for October 2022.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 489 lane miles were swept in November resulting in the removal of approximately 126.39 tons of debris from various curb-lined streets throughout the city. The camera crew was able to video 808 linear feet of stormwater pipe at 519 Findlay Street. The crew checked 183 inlets and cleaned 67 inlets totaling .75 tons of debris removed in Ward 7.

The Street Department checked 1,312 inlets and cleaned 135 inlets totaling 2 tons of debris removed from Ward 4 and Ward 7.

STORMWATER OKIE LOCATES

During the month of November, 2775 Call 811 Okie Spots were received. Of those requests, 103 were stormwater pipe locates, 60 were marked, and 496 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 141 inspections of 111 active sites.

Issued citations, 1 NOVs, and 1 COD to active sites

Issued 3 Earth Change Permits to new projects

Inspected 0 detention/retention ponds.

MS4 OPERATIONS

Received and responded to 24 citizen calls

Conducted 5 outfall inspections.

On November 9, Ms. Chao and Ms. Boteler facilitated a watershed clean-up event in partnership with Hitachi.

On November 16, Ms. Chao attended the ECAB meeting.

On November 18, Mr. Murphy attended the MNTC Public Safety Training Center Groundbreaking.

On November 28, Ms. Chao attended the LTWA board meeting.

On November 28, Mr. Murphy attended the Lake Thunderbird Watershed Alliance Board meeting.

On November 30, Mr. Murphy attended a meeting with the Hall Park HOA president to discuss ongoing water quality concerns and remediation projects.

FLEET DIVISION

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

FUEL REPORT

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

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

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

November 2022
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2023 Associated Fees

Planning Commission/Dev Comm Review:

This Month

Last Month

FY Total

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

City Council Review:

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

\$ -

Development Committee:

Final Plats..... 5

Fee-In-Lieu of Detention..... 0

\$0.00

Subtotal:

\$0.00

\$3,430.00

\$22,899.50

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 13
 ***Commercial..... 8
 Multi-Family..... 0
 Addition/Alteration..... 18
 House Moving..... 2
 Paving Only..... 8
 Storage Building..... 13
 Swimming Pool..... 4
 Storm Shelters..... 12
 Public Improvements..... 3
 Temporary Encroachments..... 0
 Fire Line Pits/Misc..... 0
 Franchise Utilities 8

Other revenue \$0.00

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

Total Permits.....

Grand Total.....

****Construction Plan Review Occurrences

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

\$0.00	\$0.00	
\$100.00	\$0.00	\$500.00
\$1,712.92	\$16,358.05	\$43,048.22
\$1,812.92	\$19,788.05	\$66,447.72
28	22	163
4	7	28

* 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



PERFORMANCE REPORT

Summary of Services Table: October 2022

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 Oct FY23	FY23 YTD	FY22 YTD		Service Profile	Oct FY23	Oct FY22
Fixed Routes (M-F)	1,126	81,810	76,179		Weekdays	21	21
Fixed Routes (Sat)	459	7,165	6,548		Saturdays	4	5
PLUS (M-F)	92	7,651	6,640		Gamedays	1	2
-Zone 1*	78	6,397	5,235		Holidays	0	0
-Zone 2**	15	1,254	1,405		Weather	1	1
PLUS (Sat)***	28	419	245		Fiscal YTD Days	103	103
					Cal. YTD Days	255	256

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 23 YTD	FY 23 Targets	
# of Norman fixed-route passenger trips provided	88,975	251,881	●
# of Norman paratransit trips provided	8,070	21,000	●
% of on-time Norman paratransit pick-ups	97.97%	98.58%	■
# of Norman bus passengers per service hour, cumulative	13.82	13.04	●
# of Norman bus passengers per day, average	866	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.01%	0.00%*	●
% of on-time fixed-route arrivals	75.53%	80.94%	●

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2023

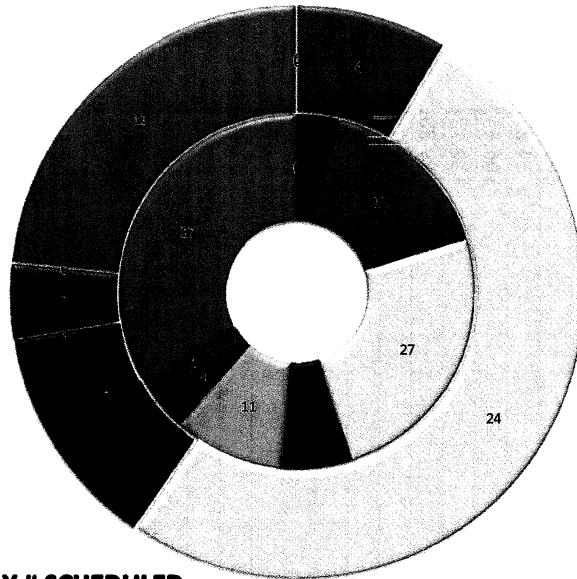
STORMWATER DIVISION					
	FYE 2023 NOVEMBER, 2022	FYE 2023 NOVEMBER, 2022	Year to Date	Year to Date	FYE 2023
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	489.00	98%	2,168.00	36%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	1,197.00	12%	4,455.00	45%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	2,726,759.00	20%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Collect 60 tons annually of litter from rights of way in the urban & rural areas.	-	95%	-		95%
Permit all earth disturbing operations over 1 acre in size.	3.00	100%	16.00		95%
Permit all floodplain activities as appropriate.	1.00	1%	10.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines.	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	141.00	127%	749.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	5.00	0%	38.00		20%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
November FYE 2023**

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
POLICE										
211031	2021 Ford Expedition	PD Criminal Investigations	10309	8287	-2022	miles	8/25/2022	Light Repair	PM-C	3/9/2022
1008	2019 Chevy Silervado	PD Criminal Investigations	22035	20568	-1467	miles	10/27/2022	Light Repair	PM-C	1/27/2022
1131	2021 Ford Interceptor	PD Patrol	33468	30000	-3468	miles	11/4/2022	Light Repair	PM-D	7/12/2022
1073	2009 Ford F150	PD Special Investigations	12/1/2022	9/9/2022	-83	Days	11/7/2022	Light Repair	PM-C	9/9/2021
211154	2021 Chevy Tahoe	PD Patrol	4101	4000	-101	miles	11/18/2022	Light Repair	PM-C	N/A
1127	2013 Ford Interceptor	PD Patrol	141558	139164	-2394	miles	11/29/2022	Light Repair	PM-C	8/31/2022
1170	2020 Ford F150	PD Patrol	18489	18235	-254	miles	11/30/2022	Ligt Repair	PM-C	5/19/2022
FIRE										
0008	2018 Ford F250	Fire Suppression	40773	40767	-6	miles	11/30/2022	Light Repair	PM-C	4/18/2022
033T	2002 10x6 Utility Trailer	Fire Suppression	12/1/2022	11/8/2022	-23	days	11/30/2022	Light Repair	PM-A	11/8/2021
UTILITIES										
0277	2016 Ranger 225 Welder	Commercial Sanitation	12/1/2022	6/28/2022	-156	days	6/27/2022	Light Repair	PM-C	6/28/2021
0568	2015 John Deere Z997-R	Water Wells	12/1/2022	11/15/2022	-16	days	11/18/2022	Light Repair	PM-C	11/15/2021
0327	2018 John Deere Backhoe	Waterline Maintenance	1862	1852	-10	hours	11/21/2022	Heavy Repair	PM-C	4/20/2022
0229	2012 Peterbilt Frontloader	Sanitation Commercial	12014	11821	-193	hours	11/17/2022	Heavy Repair	PM-C	8/9/2022

PM Compliance Report October FYE 2023



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

- City Clerk
- Municipal Court
- Information Technology
- Human Resources
- Planning
- Public Works
- Police
- Fire
- Parks & Rec.
- PSST
- CDBG
- Utilities

Department	Scheduled	Missed/Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	4	0	0.0%
Public Works	18	4	22.2%
Police	27	24	88.9%
Fire	7	6	85.7%
Parks & Rec.	11	0	0.0%
PSST	4	2	50.0%
CDBG	1	0	0.0%
Utilities	37	11	29.7%
Citywide Total	109	47	43.1%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

November 2022

IN GALLONS	FYE 2023	FUEL REPORT	
	UNLEADED PURCHASED	DIESEL PURCHASED	CNG PURCHASED
Internal pumps	11,295.00	12,180.00	21,950.55
Outside - sublet	465.00	288.00	4,964.27
TOTAL	11,760.00	12,468.00	26,914.82
	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED
TOTAL	17,846.52	19,739.80	24,183.98
Consumption			PUBLIC CNG CONSUMED
			4,991.27

FYE 2023 TO DATE CONSUMPTION				
TOTAL	UNLEADED CONSUMED	DIESEL CONSUMED	CITY CNG CONSUMED	PUBLIC CNG CONSUMED
Consumption	105,155.72	109,429.38	167,786.87	31,707.67

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$3.05	Low	\$2.14	UNLEADED	High	\$3.05	Low	\$2.14
DIESEL	High	\$3.73	Low	\$2.93	DIESEL	High	\$3.73	Low	\$2.93
CNG	High	\$2.10	Low	\$1.89	CNG	High	\$2.10	Low	\$1.89

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$59,002.75	Month Total Public CNG Sales	\$10,457
BATTERIES	\$1,636.67	FYE 2023 To Date Public Sales	\$63,206
OILS/FLUIDS	\$10,914.51	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$8,354.32	Total Sold Gallons Life To Date	1,053,485
SUBLET REPAIRS	\$16,739.51	Total Gross Sales Life To Date	\$1,535,798
		Life To Date CNG Gas Gallon Equivalent	
TOTAL SPENT ALL parts/sublet	\$96,647.76	Total Public/City Through-Put CNG Gallons @ Station	3,044,835

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	2	3	8
EMERGENCY ROAD CALLS	1	6	3	20
PM SERVICES	74	148	97	500
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	178	243	214	1,097
SCHEDULED REPAIRS	118	44	22	380
NON SCHEDULED REPAIRS	54	53	85	405

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	5	3	2	11
EMERGENCY ROAD CALLS	22	22	23	112
PM SERVICES	35	37	41	208
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	162	188	185	906
SCHEDULED REPAIRS	37	37	41	215
NON SCHEDULED REPAIRS	94	123	115	582

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	2	0	3	6
EMERGENCY ROAD CALLS	0	0	1	2
PM SERVICES	18	15	8	62
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	83	65	68	354
SCHEDULED REPAIRS	18	3	10	55
NON SCHEDULED REPAIRS	59	53	51	270

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	5	4	10	39
EMERGENCY ROAD CALLS	1	0	0	4
PM SERVICES	6	18	1	43
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	23	28	26	147
SCHEDULED REPAIRS	12	12	14	77
NON SCHEDULED REPAIRS	7	6	5	43

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	13	9	18	64
EMERGENCY ROAD CALLS	24	28	27	138
PM SERVICES	134	218	126	801
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	459	524	505	2557
SCHEDULED REPAIRS	186	96	163	814
NON SCHEDULED REPAIRS	219	235	261	1326

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

NOVEMBER 2022	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
	Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%	96	96	100%	587	587	100%
Provide information requested by citizens within 7 days	95%	96	96	100%	587	587	100%
Complete traffic engineering studies within 45 days.	99%	4	4	100%	12	9	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	23	23	100%	118	118	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		6	6.5	1.08	1268	400	0.32
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		1.22	6	4.92	15.12	105	6.94
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		15	15	100%	76	76	100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		12	12	100%	114	114	100%
Response to reports of sign damage:	Percentage						
High Priority Stop or Yield Signs within one hour	99%	3	3	100%	24	24	100%
Lower Priority all other signs within one day	90%	36	36	100%	197	197	100%
Street Name Signs within two weeks	90%	44	44	100%	179	179	100%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		2736	152	5.60	15352	601.5	3.90

UTILITIES

13

Monthly Report

November 2022

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 0%
- 1357 12th NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%

Staff has completed the Crest Court project. Staff has completed the 12th AVE NE project. Materials have been delivered for the Beaumont project and crews will begin next week.

Water Line Breaks – 21 in November

Sewer Line Data

- Total obstruction service requests - 24
 - Private Plumbing: 20
 - City Infrastructure: 4
 - Sanitary Sewer Overflows: 1 on private side, 2 on city side

Lift Station D Flows:

- Days - 30
- Average daily flow: 1.827 MGD
- Total Monthly flow: 54.81 MG

UTILITIES ENGINEERING:

Line Maintenance Building: Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. Contract K-2122-115 was approved by Council and the Architect and Contractor are working through the process with GMP expected in September 2022. Bid Opening was held on September 7, 2022. 61 bidders submitted bids across the 30 categories of construction work. The total of the Base Bid was approximately \$7.7 Million, including contingencies, insurance, allowances, and other project requirements. Special-use permits were approved by Council on September 27, 2022. Approval of the GMP was held on the October 11, 2022 Council docket. Platting and stormwater permitting was recently approved and Surveying and Earthwork began this month on the project site.

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

information has been received and reviewed by staff. The effort required to complete the remainder of the project is more than the current contract amount. Staff will bring Council a proposed amendment for approval to complete the entire City.

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

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

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which 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 consisted 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 Phase I of the study with both trains operating as intended and a full sampling and testing regimen ongoing. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were placed into service and added to the sampling and testing regimen. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by August 1, 2022. Garver has commenced compiling data and writing report. A draft copy of the engineering report should be submitted for review in November 2022, and the final report should be complete and submitted to ODEQ by 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 and remains active.

In early October 2021, NUA learned that it had 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 worth of in-kind funds from various federal agency resources to be expended in Fiscal Years 2022 and 2023 for research and investigations and can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. A kick-off meeting for the Green Infrastructure grant convened in early November 2021 and work (research and preliminary data gathering) is ongoing.

In April 2022, NUA learned that a third grant from BOR had been authorized. The third grant was an applied science grant for \$148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data, weather and seasonal weather forecasts, and data specific to Lake Thunderbird and its watershed to determine the best times to add supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of a future reuse program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and negotiations with the Consultant for the project, Garver, are ongoing. The Contract should be complete and submitted to the Norman Utilities Authority for approval by the end of 2022. Work will commence immediately upon approval.

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. Based on these demonstrations and site visits, Garver issued a Final Version of the Preliminary Engineering Report in November 2021 recommending hydraulic drive centrifuges as the technology for this project. During winter and spring 2022, Garver and NUA met with several reputable centrifuge manufactures to learn more about their equipment and, just as importantly, to learn about their manufacturing and service infrastructure. Based on these meetings, three (3) manufacturers have been approved for inclusion in the project specifications.

Garver completed and submitted preliminary design documents for review in August 2022, and a review meeting convened in September 2022. Garver anticipates completing Bidding Documents by January 6, 2023. At this time, the intention is to advertise the project in May 2023 and award construction contract at the first Council Meeting in July 2023. Based on this schedule, construction should be complete by April 1, 2024.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

During August 2022, Greeley Hansen submitted 95% design documents. It has been agreed that a design review meeting will convene early in 2023 so that all comments and corrections noted can be addressed at one time just prior to advertisement, which is projected to occur in May 2023. Bids would then be opened in June 2023, and Contracts Awarded at the first Council Meeting in July 2023. Construction would then take one calendar year to June 2024.

Engineer: Greeley and Hansen LLC (Ana Stagg)

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Additional survey work has been completed and the revised alignment does not appear to have any conflicts or issues that would prohibit its construction. Staff is currently reviewing revised 90 percent plans and will submit permits the week of December 12, 2022.

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 was budgeted for FYE19 and construction was 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)

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

Engineer: Staff with assistance from Lemke Surveying

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

Engineer: Staff with assistance from local surveyor

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This

project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff has placed this project on hold as they work through new Comp Plan and the outcome effects of a possible turnpike.

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

WATER PROJECTS:

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36th Avenue NE and Robinson Street intersection where it will combine with the line coming from well 5. An existing 12-inch waterline will then be converted to a non-potable line as it moves west on Robinson Street before it combines with well 6 and the distribution system at the WTP. In addition, two bores consisting of approximately 260 linear feet of 8-inch and 6-inch waterline under Robinson Street will be required to connect the neighborhoods on the north side of Robinson Street with the existing high pressure line on the south side of Robinson Street. An existing 10-inch waterline and old 24-inch concrete line at the WTP will be abandoned as part of this project. As part of a previous project, Freese and Nichols, Inc. recently designed the project to extend water transmission lines from the WTP to 24th Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021. An Invitation to Bid was Published in the Norman Transcript on November 3, 2022 with a Pre-Bid Meeting held on November 18, 2022. A Bid Opening was held on December 1, 2022. Three contractors submitted bids ranging from \$584,950.00-\$748,235.00. The low bidder was Cimarron Construction Co. at \$584,950.00, which is over the Engineer's Estimate of \$548,939.00. Staff is getting the Engineer's recommendation and contract and bonds documents together before Council approval.

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

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

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not

compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Total bids for construction ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021. Construction began November 3, 2021 and will continue for 330 calendar days. The James Garner waterline between Acres and Robinson was added onto the contract for this project in February, with an additional 75 days added onto the project and a revised contract amount of \$3,325,518.50. All lines for the project have been installed. Line Maintenance staff is working on obtaining safe bacteriological tests before the new lines are tied in and put into service. The Contractor is working on finishing pavement repair in the meantime.

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL₂) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff received data from OKC recently and is still waiting on data from POE05 and POE06 that has not been mixed with treatment plant water. In addition, staff received the testing protocol for chlorine demand and disinfection byproducts testing. Staff is in the process ordering all the necessary reagents and sample bottles needed for the testing..

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. A kick-off meeting was held February 15, 2022 after 60% streetscape plans were completed. Funding for the streetscape work will be determined in March, which will determine when the waterline project needs to begin. The waterline will need to be completed before the roadway work begins. 65% plans were recently received. Staff is in the process of reviewing and providing comments.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabbusiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff received final design plans and sent an invitation to bid to the *Norman Transcript* for publication on December 23, 2021 and December 30, 2021. A mandatory pre-bid was held on January 4, 2022 and the bid opening will be held on January 20, 2022. Bids were opened on February 3, 2022 and four contractors submitted bids. Cimarron Construction Company, LLC submitted the lowest and best bid for the Base Bid and Alternate B at \$2,039,328. The Contract and Bonds were signed and approved by Council on February 22, 2022. A kick-off meeting was held on March 4, 2022. City staff and the Engineer are in the process of reviewing submittals provided by the Contractor. The Engineer is also working on getting a final conformed set of plans together showing the alternate bid that was awarded. Construction start date for the Notice-to-Proceed was March 14, 2022. Rather than a number of days for construction completion, this project has an end date for construction of July 15, 2022. This is to ensure the waterline work is finished prior to the streetscape work. Work began on March 14, 2022. A final change order and pay app was approved by Council on November 22, 2022.

Engineer: Garver Engineering (Bret Cabbusiness/Sean Price)

Water Treatment Plant Carbon Dioxide Tank Replacement (WA0374):

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its scaling and corrosivity potential, so a new tank is necessary. This project will involve removal of the existing 30-ton carbon dioxide tank at the water treatment plant, complete installation of new tank 30-ton tank of correct make and model specified or approved equal, demonstrating correct operation and dosages both manually and remotely, and training water treatment staff on operation and maintenance. Staff awarded the removal and installation to Wynn Construction Co. for \$75,000. Staff awarded the purchase and delivery of the tank to Tomco Systems in the amount of \$228,975 in December 2021. The purchase authorization was approved by Council on January 18, 2022. Tomco moved forward with ordering the tank on April 25, 2022. The new tank was shipped on September 28, 2022 and it was delivered to the WTP on October 3, 2022. Tomco still needs to fix the leak on top of the new tank. Staff is planning a plant shutdown between December and January, during low flow, for this repair.

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and repainting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. A final Technical Memo was received in June 2022 which explained the most necessary repairs needed on clarifiers 1 and 2 are structural and electrical elements. To repair these elements only, the cost would be about \$551,096. In addition, alternates were provided for additional repair/replacements that aren't as dire. Alternate 1 consists of structural and electrical repairs in addition to metal repairs and recoating. Alternate 2 consists of structural and electrical repairs in addition to replacing both clarifiers with new carbon steel tanks. Alternate 3 consists of structural and electrical repairs in addition to replacing both clarifiers with stainless steel tanks. Cost for these alternates are \$2,306,254, \$2,742,868, and \$2,887,684, respectively.

Life cycle costs decrease with each alternate. In addition, repairs and recoating to clarifier 3 were included at a cost of \$502,695. WTP staff are reviewing what they would like to do moving forward based on funding and timeline.

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Engineers recently completed surveying for utility easements needed for this project. Staff is in the process of reviewing the final set of plans before advertising.

Engineer: SRB (Marc Long)

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

Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020.

In March 2020, 2021, and 2022, Phase II was delayed until Spring of 2021, 2022 and 2023, respectively. Assuming the project is not deferred again for budgetary reasons, it is now scheduled to advertise during the early Spring of 2023 in order for the Low Bidder to start ordering long-lead materials in April 2023 (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 2023 semester in mid-May 2023. 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 2023.

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

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

Two of the major easements required for the project must be purchased from the United States' Department of Veterans Affairs (VA) and J.D. McCarty (McCarty) who both own large properties fronting on the south of side of E. Robinson Avenue properties. VA and McCarty are also two of the large property owners in Norman who have multiple meters that NUA would like to replace with a single master meter. If/when negotiations for easement purchase from each commences, NUA intends to negotiate master meter agreements concurrently and incorporate the meter replacement work into this project.

During April 2022, the decision was made to defer construction on this project until Fiscal Year 2023/24. Since then, final design work and easement acquisition have been proceeding at pace intending to sync completion of final design, permit

application/receipt, and all easement purchases with a scheduled advertisement date of early May 2023. However, Jacobs recently determined that there is a potential issue with the portion of their alignment in property owned by the VA and McCarty. There are apparently existing easements owned by Oklahoma Gas & Electric (OG&E) on both properties in the exact area where Jacobs intended to purchase easements for their current alignment for this project. There is no apparent buried infrastructure in these easements and they were apparently purchased separate from, and are unrelated to, adjacent easements for overhead lines. NUA has reached out to OG&E, and OG&E is now investigating. If ownership of these easements by OG&E is confirmed and if OG&E is unwilling or unable to release them, a revised alignment further to the south (but still on VA and McCarty properties) may be required. If this becomes necessary, the revision might also require Jacobs to obtain survey data in the area of the new alignment.

Assuming current schedule can be maintained, project is expected to advertise in May 2023 and be awarded at the first Council Meeting in July 2023. Project completion is projected for June 2024.

Engineer: Jacobs Engineering (Arun Srinivasan)

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

In October 2021, NUA requested that Plummer Engineering furnish a proposed scope and fee to analyze the possibility of extending a non-potable reuse system from the Norman Water Reclamation Facility (WRF) to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's 2060 Strategic Water Supply Plan. This reuse system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer has also been directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for the new 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 is ongoing and preliminary results should be available by November 2022 with a final report delivered before the end of 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, and upon approval, Bidding Documents would then be completed and project advertised in early 2023, and Bids would be opened, Contracts awarded, and Notice to Proceed issued in January and February of 2023. Rehabilitation work would require approximately 3 months and commence as soon as weather warms in Spring 2023. It would therefore be complete by June 2023.

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, both from a financial perspective and an engineering perspective, it could be part of a future project that combines rehabilitation of Lindsey Tower with construction of the identified new infrastructure that would see the rehabilitated tower returned to service upon completion of construction.

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

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

Consultant: E Source (Alyssa Pourciau)

FYE15 Water Wells and Supply Lines/Wellfield - Carollo and staff held a coordination meeting with ACOG the morning of July 18th and also held a kickoff meeting the afternoon of July 18, 2016. ACOG prepared a map showing potential thick sands that will be targeted for future wells. Carollo used this information along with GIS data and composed a more robust map to better define future well locations to pursue. Additionally, it was decided to stay with ½ mile spacing so that maximum yields can be achieved. Carollo received modeling information from APAI which allowed them to proceed with optimizing the best well sites based on proposed groundwater treatment plant sites. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo performed an optimization model and 20 of the 45 well sites stand out as sites to begin with. Carollo and staff prepared an addendum to their contract and it was approved by NUA 2/13/18. The next step is to approach land owners to negotiate test well sites. A Frequently Asked Questions sheet has been drafted and will be utilized with potential well site land owners. Test wells are expected to begin in September 2018. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements for potential well sites. Approximately 8 landowners are interested and staff is moving forward with securing documents for 5 of them. Well Construction bids were opened and read aloud October 18, 2018. Layne Christiansen was low bidder and a contract in the amount of \$4,714,421.72 was approved November 27, 2018 at NUA meeting. Held kick off meeting January 23, 2019 and again met February 27, 2019.

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

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met

with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. These two large property owners with whom easement agreements must be negotiated, are also customers with multiple meters with whom NUA intends to negotiate an agreement on master metering. The current intent is to negotiate both easement purchase and master metering agreement concurrently and to incorporate master meter installation for both into this project. Staff will continue to work on obtaining these agreements. In addition, staff is evaluating meter locations at the USPS with in-house forces.

SANITATION CAPITAL PROJECTS:

Compost Facility Scale House (SA0019):

This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to \$39,000. The engineer requested an increase of \$4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process.

Engineer: TriCore Group, LLC (Greg Vance)

Transfer Station Renovations (SA005):

The Transfer Station has several elements that have deteriorated since its installation in 2008 due to its heavy use. This project will repair the Transfer Station floor install fire suppression system, truck parking area, and improvements to the building exterior. Repair of the floor and installation of the fire suppression system will be expedited and the Transfer Station will be required to stay in operation during the entire construction. Request for Qualifications were sent on September 29, 2022 and an optional on-site meeting was held on October 11, 2022. Qualifications were due Thursday, October 20, 2022 and one firm submitted qualifications. Staff approved the qualifications submitted by Parkhill Engineering after reviewing their qualifications. They are working on getting a contract and scope of work together for staff to review in December.

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

Project was advertised on February 10 and 17, 2022 and bids were be opened on March 3, 2022. TCS Construction was the apparent low bidder, but a review of their bid package revealed several flaws including an inability to meet experience requirements and a failure to provide an irrevocable guarantee from their surety. For these reasons, NUA has deemed the second low bidder, Crossland Construction Company (Crossland), to be Lowest and Best Bidder in accordance with City of

Norman regulations and the State of Oklahoma Competitive Bidding Act. Contract Award was approved by City Council on April 26, 2022 and Notice to Proceed was issued on April 29, 2022.

During November 2022, Crossland completed drying-in the building (using plastic to temporarily cover window openings while awaiting delivery of windows). They also roughed-in the majority of interior electric, plumbing and mechanical and commenced with drywall installation. During December, Crossland anticipates receiving delivery of, and installing, windows, which will permanently dry-in the building. Once drywall is complete, they also intend to commence finish electrical, plumbing and HVAC. In addition, contractors working directly for the City of Norman (Trans-Tel for fiber optic cabling and devices and Convergent for building security) may mobilize later in December or early in 2023 to commence their work. Construction is expected to be complete in mid-spring of 2023.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

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

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

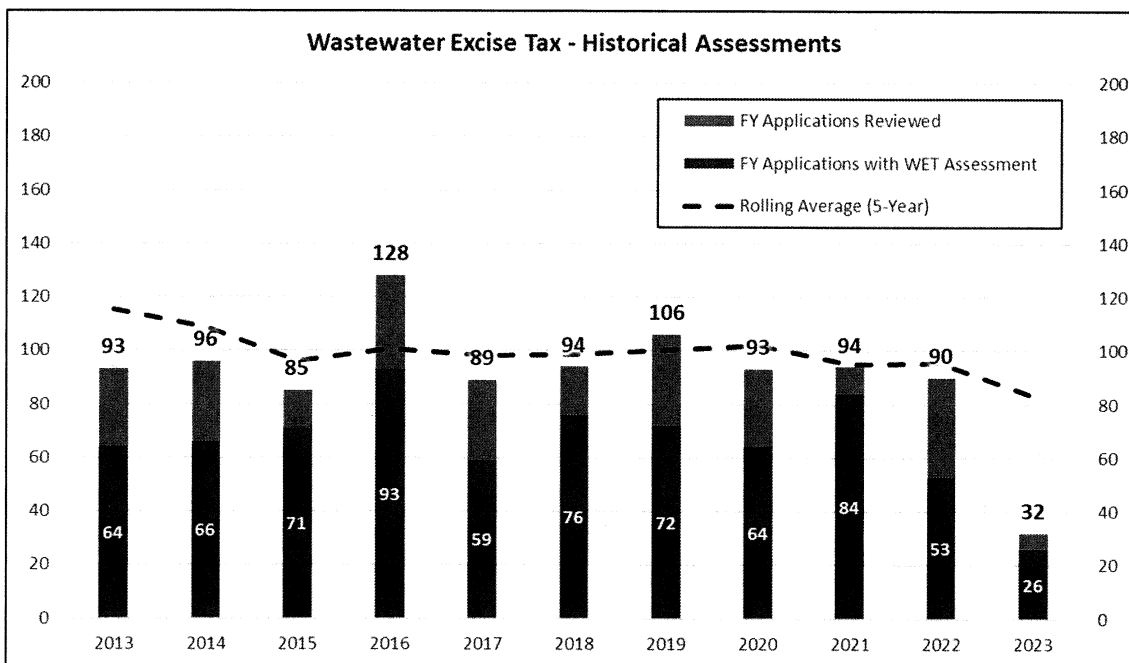
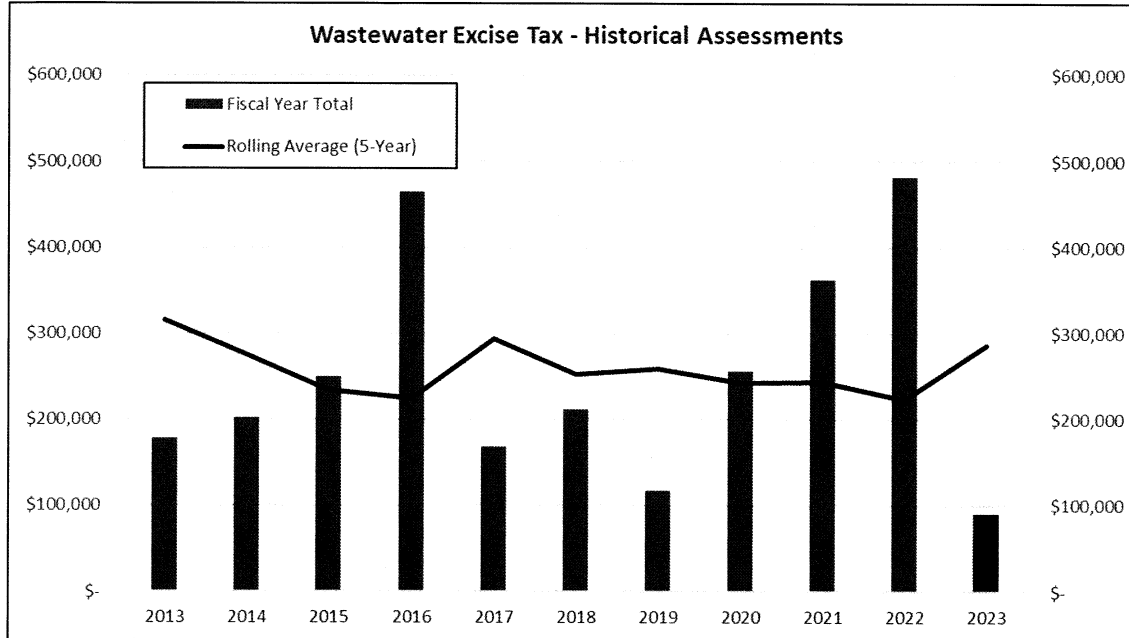
Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household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

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

Architect: Studio Architects, LLC (George Winters)

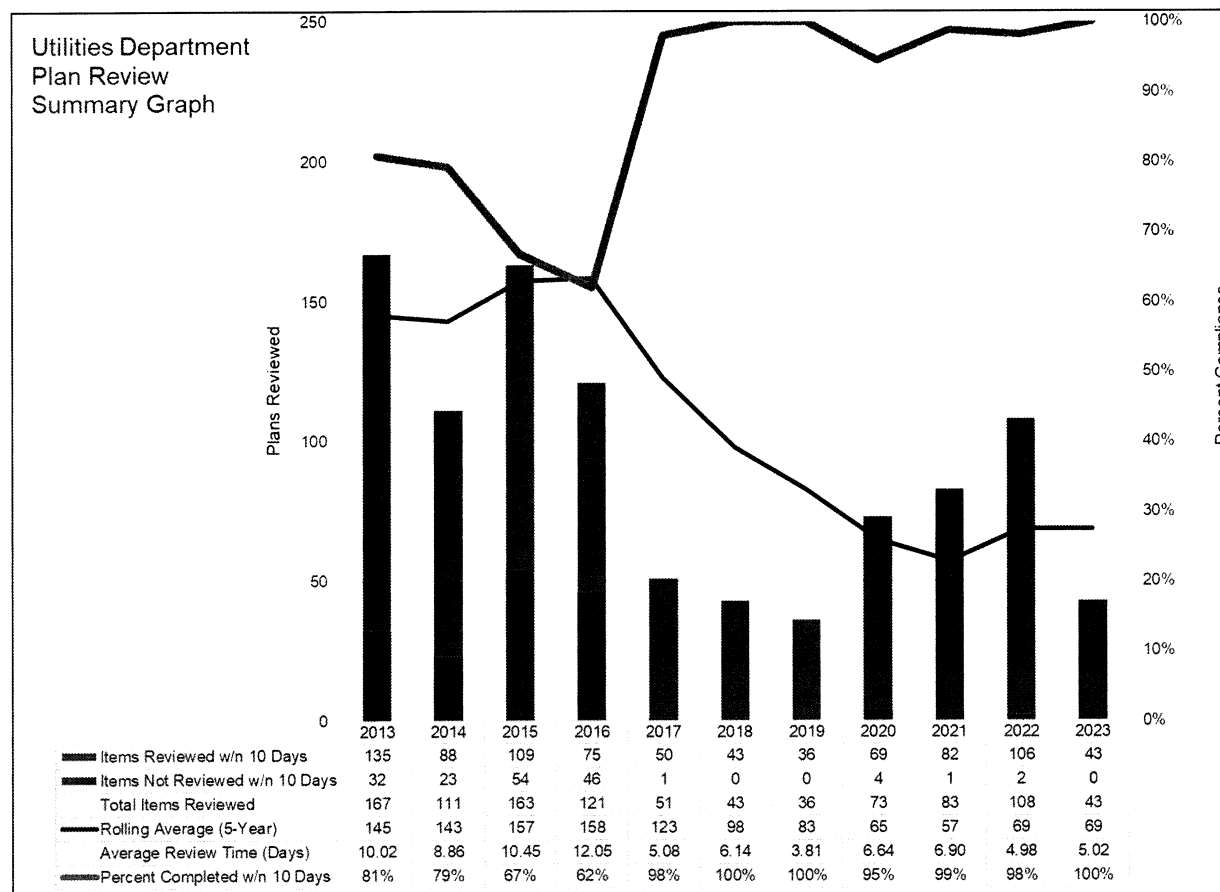
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 6 commercial entities last month. Of the 6 applications, 4 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, 30 commercial properties were reviewed and a total of \$88,469.23 was assessed to the 25 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Seven plan sets were reviewed this past month. Staff has reviewed 43 plans for the current fiscal year with an average review time of 5.02 days and with 100 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.

6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

2 Water Well Permits (22-5216 and -5278) were issued for the month of November.

November 2022
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT

INSPECTIONS

	November	Year to date
Fats, oil and grease (FOG) program	35	335
Food license approval	1	23
Significant Industrial Users	2	22
Total inspections	38	380

ROUTINE ACTIVITIES

	November	Year to date
Significant Industrial User sites sampled	1	16
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 (%)	100%	100%
HHWF: cars served	73	788
Pounds of Material Collected	5011	60,159.5
E-waste: cars served	0	662
Pounds of Material Collected	0	42,516
Total HHW cars served	73	878
Total HHW Pounds of Material Collected	5,011.0	102,675.5

REVENUE

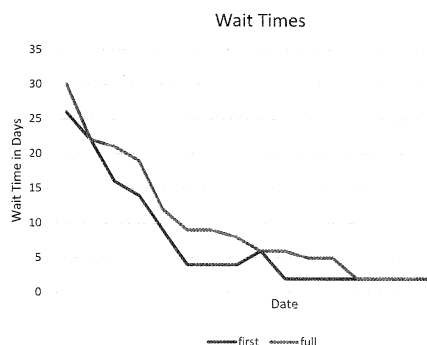
	November	Year to date
FOG Program	\$0.00	\$12,800.00
Surcharge	\$2,795.44	\$23,146.07
Lab Analysis Recovery	\$0.00	\$2,659.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$2,795.44	\$38,605.07

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

- 1 Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
- 2 Facilitated Yard by Yard and Recycling Education Information
- 3 Coordinating with Cleveland County Conservation District for Yard by Yard participation.
- 4 Subcommittees are researching implementation of the US Mayors' Climate Protection Agreement.
- 5 Facilitated presentation by JCI Sustainable Infrastructure

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 Acts as President of LTWA providing support including agenda setting, issue research and collaboration
- 5 Participates on LTWA Education and Outreach Subcommittee
- 6 Participate in Lake Thunderbird TMDL, IPR Treatment Wetlands internal and external team meetings
- 7 Coordinating SW permitting (State and local) for WRF Solar project, Compost facility, HHW facility
- 8 As of November 30, 2022 approximately 167,800 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 23 as a result of the FOG program.
- 9 Fourth required annual Table III influent and effluent sampling event scheduled for October 31 -Nov.02, 2022.
- 10 Continued coordination with Fleet, Legal and Transit/Parking for EV Charging Station Ordinance
- 11 Project manager for EV Charging Station going in at City Hall
- 12 Planning and coordinating for Naturizer property for bees, an Eagle Scout project and other exciting things
- 13 Facilitated installation of bee hotels and bat house at LEAF
- 14 Response received for Notice of Violation to JCI for late monthly self monitoring report
- 15 Coordinating collection of BMP ideas to help mitigate any potential damage from future road construction
- 16 Coordinated Mesocosm and Solar Array Tour for November 11
- 17 Facilitated second waste collection for disposal on November 15
- 18 Facilitated Foam Collection Event on November 12
- 19 Coordinated attendance at Environmental Excellence Award banquet for City staff
- 20 Coordinating with OU student as intern to help with GHG emission inventory update
- 21 Coordinating with ODOT on Monarch habitat BMPs as part of the Monarch Highway
- 22 Coordinating with Sanitation to install native and demonstration landscaping and more
- 23 Met with Rarchar Tortorello and Amanda Nairn to discuss rural property owner engagement with LTWA and BMP installation within Thunderbird watershed
- 24 Led Study Session over EV Charging Station Ordinance
- 25 Inspections of OU Facilities and SW Wire were accomplished in November



first=first appointment slot available
full=3 empty consecutive days available

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2023		FYE 2022	
November 2022	MONTH	YTD	MONTH	YTD
New Meter Sets:	14	142	42	205
Number Short Sets	14	140	40	200
Number Long Sets	0	2	2	5
Average Meter Set Time	2.86	4.60	2.34	4.17
Number of Work Orders:				
Service Calls	401	2,398	394	1,933
Meter Resets	1	5	0	2
Meter Removals	2	34	2	6
Meter Changes	22	158	55	178
Locates Completed	338	2,018	1,231	5,418
Number of Water Main Breaks	21	95	5	75
Average Time Water Off	1.95	30.84	1.75	2.05
Fire Hydrants:				
New	1	4	0	0
Replaced	0	3	0	0
Maintained	138	584	162	689
Number of Valves Exercised	262	1,391	212	867
Feet of Main Construction	0	2,225	0	0
Hours of Main Construction	0	894	0	162
Meter Changeovers	0	1	0	0
OJI's	0	4	0	0
Hours Flushing/Testing New Mains	61.58	317	52	409
Hours Worked Outside of Division	0.00	0.00	5	226

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2023		FYE 2022	
November 2022	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	4	7	3	7
Property Owner Responsibility	20	102	18	74
TOTAL	24	109	21	81
Number of Feet of Sewer Cleaned:				
Cleaned	62,216	487,649	115,390	599,651
Rodded	2,265	21,120	4,415	14,552
Foamed	0	77,154	0	74,476
SL-RAT	0	0	0	0
TOTAL	64,481	585,923	119,805	688,679
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	2	2	0	0
Obstruction	0	1	1	3
Private	1	3	1	6
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	3	6	2	9
Feet of Sewer Lines Televised	16,520	107,792	28,689	122,576
Locates Completed	357	2,015	198	1,248
Manholes:				
Inspected	1,021	6,509	905	4,946
New	0	0	0	0
Raised	2	8	0	0
Repaired	2	14	0	0
Feet of Sewer Lines Replaced/Repaired	6.50	25.50	12	49
Hours Worked at Lift Station	50.50	487.12	94	454
Hours Worked for Other Departments	2.02	14.92	0.00	213.00
OJI's	0	2	0	0
Square Feet of Concrete	0	54	0	0
Average Response Time (Minutes)	33.00	28.64	21.00	25.04
Number of Claims	0.00	0.00	0.00	0.00

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
November 1-30 2022
Flow Statistics

	FYE 2023		FYE 2022	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	289.7	1535.2	315.6	1656.5
Total Effluent Flow (M.G.)	283.9	1440.0	312.3	1632.1
Influent Peak Flow (MGD)	11.7	13.0	11.7	20.1
Effluent Peak Flow (MGD)	11.5	12.7	11.6	20.1
Daily Avg. Influent Flow (MGD)	10.0	10.2	10.5	10.8
Daily Avg. Effluent Flow (MGD)	9.5	9.7	10.4	10.7
Precipitation (inches)	2.0	8.4	0.4	13.5

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	286	209
Effluent Carbonaceous Total	6	2
Percent Removal	97.9	99.0
Total Suspended Solids:		
Influent (mg/L)	205	299
Effluent (mg/L)	2	4
Percent Removal	99.0	98.7
Dissolved Oxygen:		
Influent (min)	0.2	0.3
Effluent (min)	5.6	5.7
pH		
Influent (Low)	7.0	6.9
(High)	7.3	7.3
Effluent (Low)	7.0	6.8
(High)	7.4	7.2
Ammonia Nitrogen		
Influent (mg/L)	34.5	30.9
Effluent (mg/L)	0.1	0.5
Percent Removal	99.6	98.4

Utilities

Electrical

Total kWh Used (Plant wide)	441,420	2,453,460	511,220	2,390,180
Aeration Blowers	148,700	838,600	177,100	913,100
UV Facility	26,200	304,800	61,200	322,400

Natural Gas

Total cubic feet/day (plant wide)	410,000	1,202,000	584,000	1,920,000
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Public Education (Tours)	1	6	1	16
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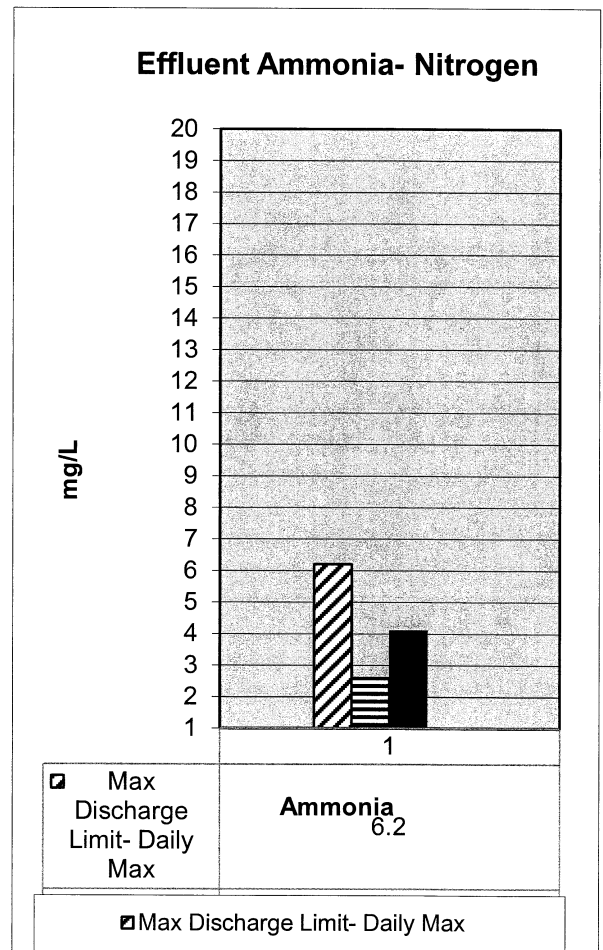
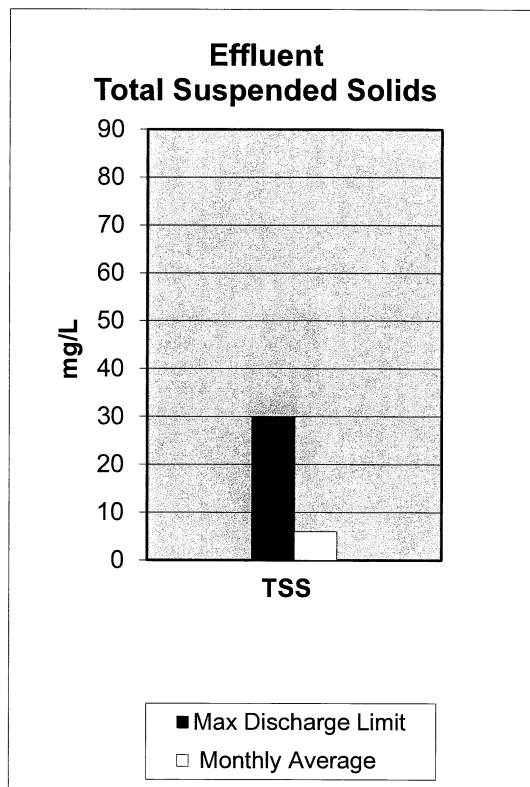
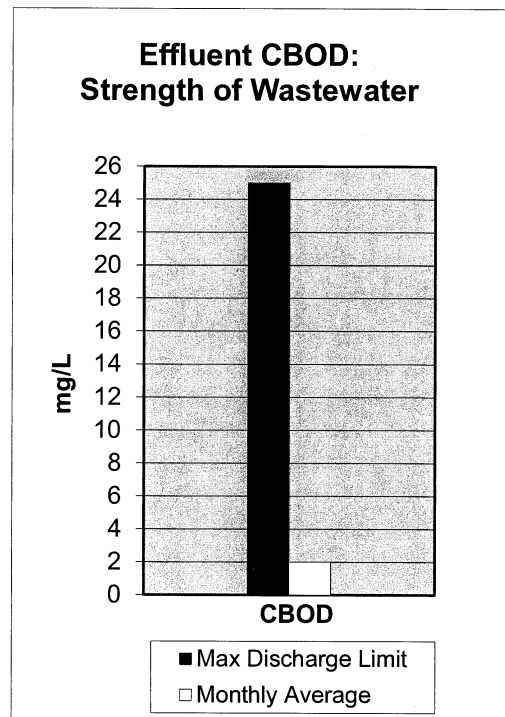
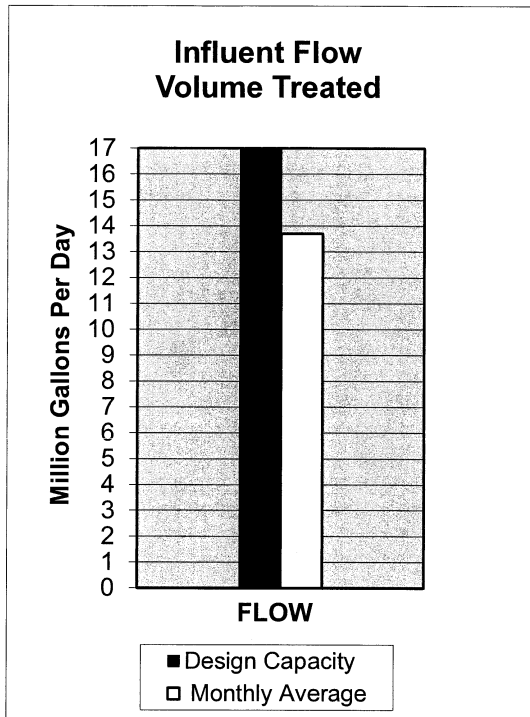
Total Attendees for FYE 21	26	32
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Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
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OU Golf Course	0.9	46.3	2.5	41.2
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E.coli geometric mean average for November 2021 **113 MPN** (Limit is 630)

CITY OF NORMAN
WATER RECLAMATION FACILITY
 November 2022



Comments here

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

WATER TREATMENT DIVISION

MONTH: November-2022

	FYE 2023		FYE 2022	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	202.46	1902.10	275.68	1859.00
Well Production (MG)	119.10	677.19	72.37	442.68
Oklahoma City Water Used (MG)	29.19	150.42	28.20	164.19
Total Water Produced (MG)	350.75	2729.72	376.26	2465.87
Average Daily Production	12.09	17.96	12.54	16.12

Peak Day Demand

Million Gallons	14.33	25.52	14.27	20.88
Date	11/3/2022	7/27/2022	11/29/2021	8/26/2021
System Capacity (see note 1)	25.78	25.78	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00

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

Costs

Plant	\$634,685.03	\$3,446,507.67	\$668,384.95	\$3,466,859.83
Wells	\$246,301.06	\$1,305,836.79	\$210,328.23	\$1,114,819.80
OKC	\$98,957.02	\$463,035.98	\$92,565.60	\$377,714.70
Total	\$979,943.11	\$5,215,380.44	\$971,278.78	\$4,959,394.33

Cost per Million Gallons

Plant	\$3,134.87	\$1,811.94	\$2,424.48	\$1,864.91
Wells	\$2,068.02	\$1,928.31	\$2,906.33	\$2,518.34
OKC	\$3,390.10	\$3,078.25	\$3,282.00	\$2,300.49
Total	\$2,793.85	\$1,910.59	\$2,581.44	\$2,011.22

Water Quality

Bacterial Samples in Compliance	99	498	91	489
Bacterial Samples out of Compliance	1	2	3	7
Total number of inquiries (Note 2)	0	15	0	20
Total number of complaints (Note 2)	1	24	3	22
Number of complaints per 1000 service connections	0.03	0.62	0.07	0.54

Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.

Safety

Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	4	0	3

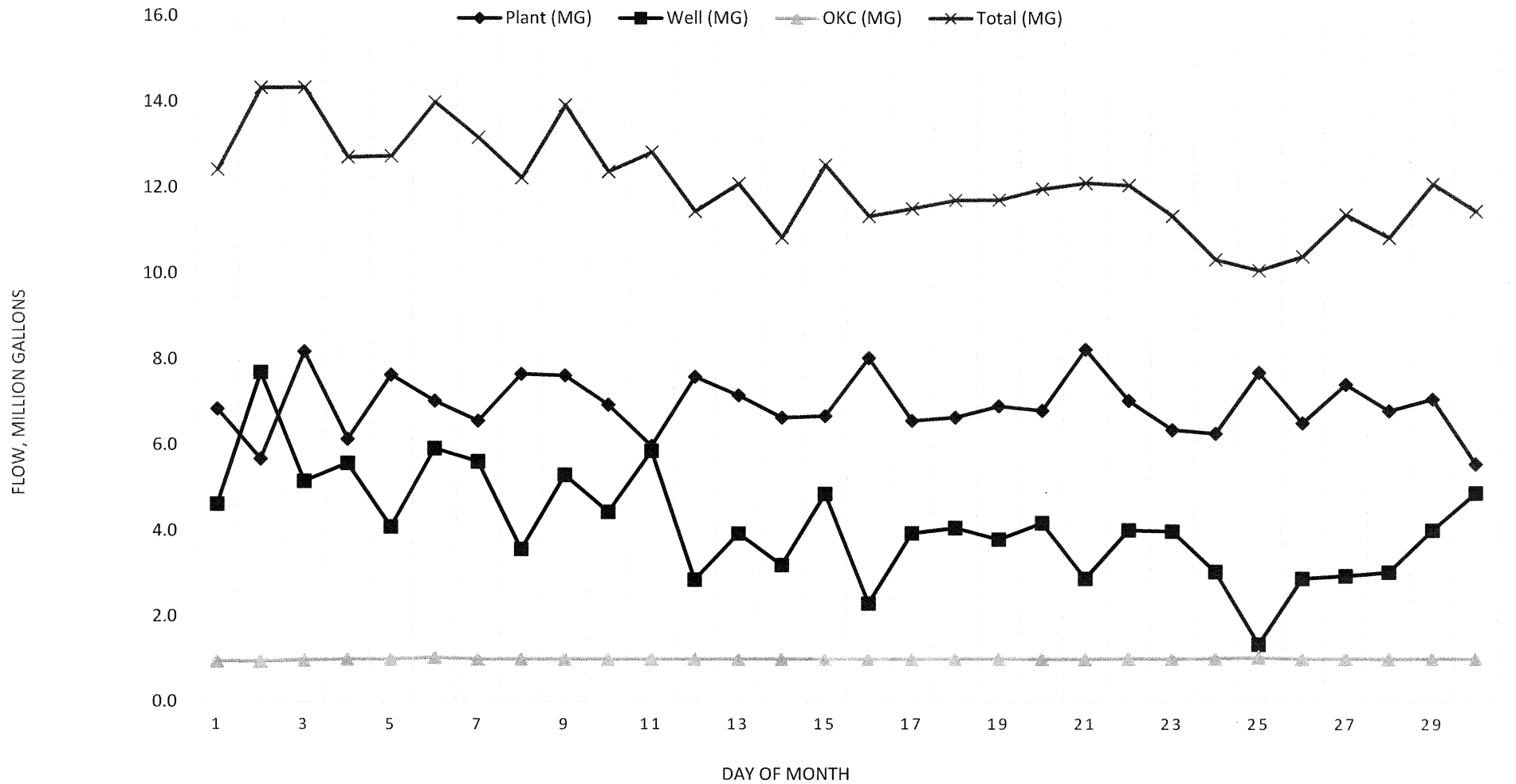
Public Education

Number of tours conducted	1	6	0	8
Number of people on tours	2	45	20	109

Notes:

COMCD and Plummer engineering performed flow tests on raw water line. Replaced diaphragm on Ferric Sulfate feeder 3.
Manager hosted a water/wastewater operator renewal work shop with Garver engineering and SWAWWA in Kingston, OK.
Staff facilitated and attended second Antero training session. Waiting on a timeline from TomCo on the leak they need to repair.

WATER PRODUCTION FOR NOVEMBER 2022



MONTHLY TRANSFER STATION REPORT

November

	TONS PER MONTH	REVENUE PER MONTH
O.U.	337.96	\$17,885.66
STANDARD GATE	1,760.38	\$101,321.87
RESIDENTIAL	494.15	\$18,731.40
TOTALS:	2,592.49	\$137,938.93

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	421.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9578.42
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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:	421.00
GRAND TOTAL TONS TO LANDFILLS	9,578.42

DISPOSAL COST PER TON (OKC)	\$22.08
TIPPING FEE'S FOR DUMPING AT OKC:	\$211,491.51
GRAND TOTAL TIPPING FEE'S	\$211,491.51

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	621.00
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# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	3820.30
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# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	545.00
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# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3145.60
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1166.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6965.90
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	108.71
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TOTAL TONS RECEIVED AT TRANSFER STATION	19245.52
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SANITATION DIVISION PROGRESS REPORT

SUMMARY 2023

	FYE 22		FYE 23	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	4	0	11
<u>On The Job Injuries</u>	2	9	0	1
<u>Bulk Pickups</u>	37	129	23	107
<u>Refuse Complaints</u>	90	468	80	293
<u>New Polycarts Requests</u>	53	334	45	258
<u>Polycarts Exchanges</u>	13	50	8	61
<u>Additional Polycart Requests</u>	84	348	54	275
<u>Replaced Stolen Polycarts</u>	32	132	13	102
<u>Replaced Damaged Polycarts</u>	52	472	41	556
<u>Polycarts Repaired</u>	34	200	38	232

COMPOST MONTHLY REPORT

NOVEMBER

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	143.31
LANDFILL TIPPING FEE'S	\$ 22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 22.08
TONS BROUGHT IN BY PUBLIC:	430.00
TONS BROUGHT IN BY CONTRACTORS :	1,200.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	300.00
LANDFILL TIPPING FEE'S	\$ 22.08
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 42,614.40
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 42,636.48
REVENUE COLLECTED FROM COMPOST SALES:	\$510.00
REVENUE COLLECTED FROM GATE SALES:	\$12,280.00
TOTAL TONS COLLECTED	2,073.31

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN	18	
DRYING BEDS	2,000	
COMPOST SOLD BY CUBIC YARDS		153
MULCH SOLD BY CUBIC YARDS	4,200	
TOTAL:	6,218	153

CURBSIDE MONTHLY RECYCLING REPORT**NOVEMBER****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	10.81
POUNDS PER HOME:	19.86

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	6.35
#1 PET	4.08%	13.22
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	32.64
MIX PAPER	2967.00%	96.17
PLASTIC FILM	0.60%	1.94
#2 NATURAL	1.11%	3.6
#2 COLOR	1.66%	5.38
#3-#7	0.00%	0
METAL	0.30%	0.97
RIGIDS	0.26%	0.84
TIN-STEEL SCRAP	2.14%	6.94
TRASH	27.91%	90.46
OCC	20.24%	65.6
TOTAL	3037.33%	324.11

	MONTH
SERVICE CALLS (MISSES)	34
HOUSESIDE	4
REMINDER	2
SCATTERED	0
MISC.	1
REPAIR	13
NEW	29
ADD	12
MISSING	17
EXCHANGE	0
REPLACE	7
PICK UP	3
TOTAL CALLS	122.00

	MONTH
LANDFILL COST AVOIDANCE	\$6,401.17