

City of Norman



Monthly Departmental Report

August 2024

MONTHLY PROGRESS

TABLE OF CONTENTS
MONTHLY PROGRESS REPORTS

City Clerk	1
City Manager	2
Finance	3
Accounting	3A
City Revenue Reports	3B
Utility	3C
Fire	4
Human Resources	5
Information Technology	6
Legal	7
Municipal Court	8
Parks	9
Westwood/Norman Municipal Authority	9A
Facility Maintenance	9B
Planning and community Development	10
Police	11
Animal Control	11A
Public Works	12
Utilities	13

CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT

August 2024

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	13	28	2	2
Bus Service	0	0	0	0
CDBG	1	1	0	0
City Clerk	52	103	1	1
City Manager/Mayor	3	7	0	0
City Wide Garage Sale	0	0	0	0
Code Enforcement	64	101	2	6
Finance	0	2	0	0
Fire/Civil Defense	0	3	2	2
Human Resources	5	11	0	0
I.T.	0	2	0	0
Legal	4	13	1	1
Line Maintenance	39	58	2	2
Municipal Court	4	10	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	8	10	0	1
Parks & Recreation	34	52	4	5
Permits/Inspections	75	179	1	1
Planning	4	18	1	1
Police/Parking	38	86	1	2
Public Works	16	38	1	2
Recycling	0	0	0	0
Sanitation	44	94	3	3
Sidewalks	1	2	2	3
Storm Debris	0	0	0	0
Storm Water	21	29	3	3
Streets	36	57	3	5
Streets Lights	0	0	4	4
Traffic	21	37	2	4
Utilities	55	93	2	5
WC Questions	0	0	0	0
WC Violations	0	0	0	0
August Total:	538	1034	37	53

LICENSES

Fourteen New licenses and Zero Renewals were issued during the month of April. 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		Retail Beer	2	
Brewer	0		Retail Spirits Store	1	
Coin-Operated Devices	1		Retail Wine	2	
Distiller	0		Salvage Yard	0	
Food	8		Sidewalk Dining	1	
Game Machines	0		Solicitor/Peddler (30 day)	0	
Impoundment Yard	0		Solicitor/Peddler (60 day)	0	
Kennel	1		Solicitor/Peddler (one day)	0	
Medical Marijuana Dispensary	2		Special Event	0	
Medical Marijuana Grower	1		Strong Beer & Wine/Winemaker	0	
Medical Marijuana Processor	1		Taxi/Motorbus/Limousine	0	
Medical Marijuana Testing Laboratory	0			0	
Mixed Beverage	0		Temp Food (one day)	0	
Mixed Beverage/Caterer	5		Temp Food (30 day)	3	
Pawnbroker	0		Temp Food (180 day)	3	
Pedicab	0		Transient Amusement	0	
YTD License Total:	35			12	22

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Chopper Farms	2021 NW 11 TH	Medical Marijuana Dispensary
Joi Farms	5738 Huettner Ct # 120	Medical Marijuana Process
Greeson Commercial Kennel	608 48 th Avenue	Commercial Kennel
Vaporsmoke	115 112 th Avenue	Medical Marijuana Dispensary
Foresight Farms	12800 East Stella Road	Medical Marijuana Grower
Murphy USA 7926 & 7927	P O Box 7300	Beer/Wine Store
Loky Dogs	733 Asp Avenue Suite A	Food
B & B Liquor Market	3831 E. Alameda	Retail Spirit Store
Redrock Canyon Grill	24 th Avenue NW Suite 200	Food
OU Division of Student Affairs	900 Asp Avenue	Sidewalk Dining
Coaches Corner	11309 Woodridge Road	Food
Shipley Donuts	1805 West Main Street	Food
Catfish Cove	3025 William Pereira	Food
The Wagon	P O Box 54706	Food

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Taqueria San Tadeo		
Groovy Mule Tacos		
Fattz		
	Rikos	
	Charlies Ice Cream	
	Kenston Farms	

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
08-09-24	Aaron B. Barnes	On January 2024, February 2024, May 2024 between the hours of 9 am to 12 pm, claimant alleges that the City of Norman Sanitation Trucks broke down and/or cracked the concrete to their driveway entrance by using it to turn around on dead end street.	\$ 5,000.00
08/12/24	Mark & Terri Campbell	On February 23, 2024, claimant alleges that a section of Fay Avenue was cut out and left unmarked. Claimant alleges they hit this section and flattened both passenger side tires.	\$ 346.73
08/19/24	OG&E	On December 6, 2023, claimant alleges that the City of Noman was excavating and damaged OG&E facilities in the area of 2000 Cloverdale Lane.	\$ 990.80
08/26/24 & 8/29/24	DRE Norman III, LLC	On June 26, 2024, claimant alleges that the sanitation team damaged their dumpster enclosure doors during the removal/replacement of the dumpster.	\$ 950.00
08/27/24	David & Kimberly Grissam	On August 1, 2024, claimant alleges that Parks and Rec staff were landscaping in the back lot and caused chips in the paint of his vehicle.	\$ 15,129.36
08/30/24	Lanah Mae Hinsdale	On August 24, 2024, claimant alleges that a golf ball hit the front windshield of his vehicle while driving west on Robinson Street.	\$ 391.50

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On August 1, 2024, the City Council Business and Community Affairs Committee met in a regular meeting to discuss the update on the 820 Solar Initiative Program and the report on Special Events Attendance and Visitors.

OVERSIGHT COMMITTEE

On August 8, 2024, the Oversight Committee met to discuss Emergency Statistics for the months of June and July 2024.

CONFERENCE

On August 13, 2024, City Council met in a Conference Meeting to discuss the City of Norman's Meter Infrastructure Program, (MIP) and the Infrastructure needs related to the Oklahoma Turnpike Authority's Access Program.

On August 27, 2024, City Council met in a Conference Meeting to continue the discussion from the August 20th Study Session regarding Resolution R-2425-34, related to the Oklahoma Turnpike Authority's Access Program, that was postponed at the August 13th regular meeting,

FINANCE COMMITTEE

On August 15, 2024, the Finance Committee met in a regular meeting to discuss the monthly revenue and expenditure reports and the Internal Audit Program.

STUDY SESSION

On August 20, 2024, City Council met in a Study Session to discuss Resolution R-2425-34, related to the Oklahoma Turnpike Authority's Access Program that was postponed at the August 13th regular meeting.

COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On August 22, 2024, the Community Planning and Transportation Committee met in a regular meeting for discussion of the monthly Transit Report and the Constitution Street Bond Project from Jenkins Avenue to Classen Boulevard.

COUNCIL RETREAT

On August 30 and August 31, 2024, City Council met to discuss 2024-2025 priorities, goals and objectives for City Council, including updates from staff.

CITY MANAGER 2

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

CITY OF NORMAN

Department of Finance Monthly Report – August 2024

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

Treasury Division:

In the month of August, the Treasury Division processed 40,824 payments in person and over the phone, a decrease of -3.74% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 14,250 payments in August, an increase of 1.3% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of August by -17%. Revenues from the City's largest single source of revenue, sales tax, are below target by -4.9% for the year to date and -2% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 25 Budget To Date	FYE 25 Actual To Date	FYE 24 Actual To Date	FYE 23 Actual To Date
Sales Tax Revenue	\$9,380,541	\$8,912,297	\$9,098,329	\$8,943,995
General Fund Revenue	\$18,075,783	\$14,998,761	\$15,612,882	\$15,240,755
General Fund Expenses	\$18,890,909	\$19,857,500	\$18,215,956	\$17,002,910

Administration Division

	FYE 25		FYE 24	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	800.00	320.00	640.00
Total Comp Time Available	4.00	8.75	2.00	3.50
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	484.00	808.75	322.00	643.50
Benefit Hours Taken	50.00	114.00	11.50	75.50
TOTAL ACCOUNTABLE STAFF HOURS	434.00	694.75	310.50	568.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 25		FYE 24	
	August	YTD	August	YTD
Total Regular Hours Available	1,680.00	2,640.00	1,120.00	2,240.00
Total Comp Time Available	5.00	10.75	9.50	12.00
Total Overtime Hours	10.75	33.75	13.75	23.25
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	 1,695.75	 2,684.50	 1,143.25	 2,275.25
Benefit Hours Taken	161.50	307.75	144.25	355.25
 TOTAL ACCOUNTABLE STAFF HOURS	 1,534.25	 2,376.75	 999.00	 1,920.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FY 25 July	FYE 25 August	Plus/Minus
Total Revenue Received (\$)	\$5,726,180	\$5,613,664	(\$112,516)
Utility Payments - Office (#)	42,411	40,824	(1,587)
Utility Payments - Office (\$)	\$5,518,644	\$5,425,248	(\$93,396)
Paymentus (#)	14,072	14,250	178
Paymentus (\$)	\$1,509,661	\$1,508,460	(\$1,201)
Lockbox (#)	8,920	7,662	(1,258)
Lockbox (\$)	\$1,585,904	\$1,423,237	(\$162,667)
E-Lockbox (#)	3,826	3,635	-191
E-Lockbox (\$)	437,313	655,209	\$217,896
Bank Draft Payments (#)	13015	12385	(630)
Bank Draft Payments (\$)	\$1,426,385	\$1,545,022	\$118,637
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	104	99	(5)
Processed Return Checks (\$)	(\$13,100)	(\$11,593)	\$1,507
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	20,414	141,215	\$120,801
Municipal Court - Fines/Bonds (\$)	207,536	188,417	(\$19,119)
Municipal Court - Credit Card (#)	582	483	(99)
Municipal Court - Credit Card (\$)	110,658	95,470	(15,188)
Building Permits Cash Report (\$)	0	0	\$0
Building Permits Credit Card (#)	0	0	0
Building Permits Credit Card (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC (\$)	\$0	\$0	\$0
Business License - City Clerk (\$)	0	0	\$0
Accounts Receivable Billed (\$)	\$53,451	\$125,235	\$71,784

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

This affects the Total Revenue Received as well.

Budget Services Division

	FYE 25		FYE 24	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	800.00	320.00	640.00
Total Comp Time Available	0.00	0.00	0.50	0.50
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	480.00	800.00	320.50	640.50
Benefit Hours Taken	46.00	123.25	95.00	143.25
TOTAL ACCOUNTABLE STAFF HOURS	434.00	676.75	225.50	497.25
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 25		FYE 24	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	2,000.00	800.00	1,512.00
Total Comp Time Available	15.50	29.50	7.50	10.25
Total Overtime Hours	31.75	59.75	33.50	67.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,247.25	2,089.25	841.00	1,589.25
Benefit Hours Taken	343.00	493.25	102.00	294.50
TOTAL ACCOUNTABLE STAFF HOURS	904.25	1,596.00	739.00	1,294.75
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 25		FYE 24	
	August	YTD	August	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,310.00	2,430.00	1,120.00	2,240.00
Total Comp Time Available	10.00	14.00	9.00	29.50
Total Overtime Hours	162.50	240.00	37.00	44.50
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	1,482.50	2,684.00	1,166.00	2,314.00
Benefit Hours Taken	136.25	327.75	149.25	357.00
TOTAL ACCOUNTABLE STAFF HOURS	1,346.25	2,356.25	1,016.75	1,957.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments - FYE 2025

	24-Jul	24-Aug
Mail Payments - Lockbox	8,920	7,662
Mail Payments - E-Lockbox	3,826	3,635
Mail Payments - Office	347	422
Total Mail Payments - Subtotal	13,093	11,719
Night Deposits	174	178
Paymentus Payments	14,072	14,250
Without assistance paymnts - Subtotal	14,246	14,428
Office Payments	2,155	2,030
With assistance payments - Subtotal	2,155	2,030
Total Payments Processed - Subtotal	29,494	28,177
Bank Draft (ACH) Payments	13015	12385
Total Payments (Utility)	42,509	40,562
Total Payments	58,988	56,354

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.

FIRE DEPARTMENT

4



NFD Monthly Progress Report August 2024

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	21	1.17%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1104	61.44%
4 - Hazardous Conditions (No Fire)	26	1.45%
5 - Service Call	165	9.18%
6 - Good Intent Call	372	20.70%
7 - False Alarm & False Call	89	4.95%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	20	1.11%
Total Incident Count (Unique Calls)	1797	100.00%
Number of Total Unit Responses	2209	

Total Fire Loss \$32,852.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	467	285	0:04:45
Station #2	213	330	0:05:30
Station #3	299	373	0:06:13
Station #4	203	320	0:05:20
Station #5	76	532	0:08:52
Station #6	55	467	0:07:47
Station #7	158	378	0:06:18
Station #8	112	336	0:05:36
Station #9	208	389	0:06:29

Community Outreach

Tours and Special Events	4	Station Tours, Community Events
--------------------------	---	---------------------------------

Burn Permits

Burn Permits Issued	94	Conditions were favorable for burning 11 days in August
---------------------	----	---

Training

Total Personnel Training Hours	1687	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator
--------------------------------	------	---

Total Calls By Station

		Station 9								
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Engine 9	234	9	0	8	0	2	5	2	0	208
Brush 9	9	1	0	1	0	0	2	0	0	5
Tanker 9	9	0	0	1	0	3	5	0	0	0
Chief 401	8	0	0	2	1	2	1	1	0	1
Chief 402	18	2	1	2	0	3	4	1	0	5
Chief 403	7	2	0	0	0	0	3	1	1	0
Chief 404	10	0	1	1	1	3	0	0	0	4
Station 9 Total	295									

NFD Monthly Progress Report										
August 2024										
Total Calls By Station										
Fire Prevention										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Fire Marshal 1	2	0	0	2	0	0	0	0	0	0
Fire Marshal 2	6	2	0	1	0	1	1	0	0	1
Fire Marshal 3	4	0	1	1	0	0	0	0	1	1
Fire Marshal 4	5	2	0	1	0	1	1	0	0	0
Fire Marshal 5	6	3	0	0	1	0	0	1	0	1
Prev. Totals	23									
Notified Units										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
EM1*	12	2	1	1	2	0	2	1	0	3
EMS1*	12	2	1	1	2	0	2	1	0	3
NFD3*	11	1	1	1	2	0	2	1	0	3
Notified Total	35									
	Totals	Total by District								
	2209	535	246	347	231	133	126	190	132	269

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

August 2024 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	238 hours	Kerby in CLEET, Community Risk Reducation, Multi-agency training, etc
Inspection/Re-Inspection Activities	85 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools, Fire Watch, Campus Corner Game Day
Smoke Detectors	10	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	4	0 Joint, 2 Closed, 0 Complete, 2 Pending
Investigative Activities	30 hours	Fire Scene Investigation, reports, OSBI, Court Appearances, interviews/Interrogation, Obtain Warrant, File Charges
Department Meetings	21 (22 hours)	Shift Change Meetings, Staff Meeting, EBoard, Knoxbox, Crime Stoppers
Station & Equipment Maintenance	26 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	4	Public education, city events

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews	31	40
Fire Protection System Plan Reviews	12	22
Building Inspections/Re-inspections	65	29
Meetings	5	5
Training (credit hour class/ target solutions/ FP plan review)	4	25
Communication	N/A	10
Totals		131
Time Off (VAC, SICK, Holiday,)	N/A	6

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

August 31, 2024

Regular Monthly Scheduled Activities	Meetings are held at the Cleveland County Wellness Center unless otherwise noted.
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)	
Each Wednesday Morning 9:15 am	The club mentors other HAMS, works on projects and equipment, provides general support to the City and Public on Amateur operations
Each first Thursday evening of the month is amateur radio testing night at 6:00 pm	Radio test with State Emergency Management. This tests the local and statewide capability for voice communication to the State office and to other jurisdictions. Open to the public, the club provides the opportunity for the

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	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 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. This meeting has been moved to the Cleveland County Wellness Center. Limited meetings may move to the new EOC facility.	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 (Meets at the Well) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information. Also, the LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided each meeting.

Other Emergency Management Activities	
Planning Meeting for Upcoming Events each first Friday of the month	2024 is a busy year for supporting events. EM Division will conduct a planning meeting with CCHD and NERVT to plan support for a 30/60/90/ day schedule
Local Response	
Red Cross Coordination for burnouts. August resulted in 1 call out for assistance.	With the reorganization in the Red Cross and the turmoil of having an in-home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
Medical Reserve CORPS Regional Workshop	Held on 2-3 August in OKC, Coordinators from state meet to discuss MRC activities and conduct internal training
Planning for the new EOC with the amateur Radio Club	In a broad sense of planning the meeting discussed what was to be placed in the room, antennas, hardware and equipment. PSST did not budget for the EOC needs until very late in the process and did not cover all requirements.
Inter-tribal Emergency Management Conference	Held in Tulsa this year, it was a robust conference. Norman EM was asked to conduct a question and answer panel regarding the Citizens Emergency Response Training in general and the Youth Preparedness Camps. The new Homeland Security Director at the State has ended funded for the programs.
Future Projects are being planned for PSST funding, legal opinion for Emergency Management to receive PSST money was positive	The vote of the people approved funding for a new facility for dispatch and a new emergency

operations center. The primary focus was the dispatch operation. At one point the EOC portion was dropped from the plans. The final project allowed for a minimum EOC facility. Emergency Management was not included in the majority of the planning nor budget planning. The PSST project was approved to include the EOC. However, budgeting for support the EOC was minimal and did not include funding for the operational aspects of an EOC. Norman EM budget was required to fund those portions not properly planned for. Such items as radio equipment, antenna configurations, cabling all to be funded by the EM base budget.

	having a UAV pilot in the group expands the capability to the community.
Football season started with the first four schedule OU games at home.	OU has requested support for the water station, first aid and fan transport. The first game was hot and product expended was over 80 gals of water and 1000 pounds of ice in the first 4 hours.
Disaster Reimbursement Status	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through.	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
A long Term Recovery Committee has formed to those affected by the February 2024 tornado.	This storm was not a declared storm and the LTRC can coordinate assistance for those residents that still have unmet needs.
Mitigation Grant Status	
Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
Severe Weather Issues	
National Weather Service Storm Spotter Training	NWS Norman Spotter Schedule (weather.gov)

New EOC facility	EM continues to have to fund most of the need from budget funding. An approval from the PSST funds for automation equipment was given. Once occupied there will be a listing of needed modifications created to best suit the needs of the EOC. The external tower was installed and the radio room equipment has been identified and request. An administrative assistant position has been needed and will be requested again. No funding was allocated for administrative support such as paper, pens pencils, trash cans etc.
New EOC Facility	The ribbon cutting was the August 27, 2024. The facility is an excellent facility but was very divisive in planning and input by emergency management was very limited. Convenience support items was focused on the police portion with none on the EM section. Items such as water fountain, break area are only accessible in the secure areas. The very minimal input provided by EM was not considered and the issue of running a direct path for coax for the auxcom radio tower was completed in a manner that will cost additional funds and may result in degradation of signal strength.
Community Preparedness Events	
Demand for the Medical Reserve CORPS\Norman Response Volunteers continues to increase.	Anticipation of supporting several community event venues increases the ability to enhance preparedness in the community. The addition of

Monthly Report

August 2024

CITY OF NORMAN EMPLOYEE DEMOGRAPHICS

(Includes full-time, part-time, and temp/seasonal employees)

Gender	Total Population	% of Total Population
Female	321	28.6%
Male	802	71.4%
	1123	100.00%

Job Classification by Gender		
Job Classification	Female	Male
Full-Time	179	682
Part-Time	39	40
Permanent Part-Time	0	0
Temporary	103	80
	321	802

Ethnicity by Race		
Ethnicity	Total #	Total %
American Indian/Alaskan Native	52	4.6%
Asian	15	1.3%
Black/African American	51	4.6%
Hispanic/Latino	36	3.2%
Pacific Islander/Native Hawaiian	1	0.1%
Two or More Races	64	5.7%
White	904	80.5%
	1123	100.00%

Diversity by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	17	35
Asian	5	10
Black/African American	12	39
Hispanic/Latino	10	26
Pacific Islander/Native Hawaiian	0	1
Two or More Races	23	41
White	254	650
	321	802

Diversity % by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	1.5%	3.1%
Asian	0.4%	0.9%
Black/African American	1.1%	3.5%
Hispanic/Latino	0.9%	2.3%
Pacific Islander/Native Hawaiian	0%	0.1%
Two or More Races	2.0%	3.7%
White	22.6%	57.9%
	28.6%	71.4%

2025	2024	2023
21	62	67

Complaints/Resolutions: None**CULTURE AND SOCIAL RESPONSIBILITY (CSR)****ADA Complaints and Resolutions: None****ADA:**

- Completed How to create an ADA Workshop for your Community training presented by BlueDAG.
- Parts have be ordered to install automatic door openers into the Natatorium of the Adult Wellness and Education Center. Once all parts are received the install will be scheduled.

CSR:

Employee Resource Groups (ERGs): LGBTQ+ Alliance presented movie night “Milk” and started a book club for the group. The Alliance of Black Employees (ABE) next meeting is scheduled for September.

Committees:

Human Rights Commission (HRC) – The monthly meeting took place on Monday, Monday, August 26, 2024, at City Hall. Chair Aisha Ali discussed ways to fill the vacancies on the Human Rights commission, including website updates and noting what the requirements are for students to apply. Location and date have been selected for the Interfaith Breakfast and the Human Rights Award nominating criteria is being finalized. The next meeting will be held on Monday, September 23, 2024, at City Hall.

ADA Citizen’s Advisory Committee – The ADA Citizen’s Advisory Committee’s next quarterly meeting will held be on Monday, September 9, 2024, at City Hall.

Cleveland County disABILITY Coalition – The monthly meeting took place on Tuesday, August 6, 2024. Amanda Sherf with Transition House presented.

- Their mission statement is “Changing lives by creating pathways for mental wellness.” Most of their funding is received through the Department of Mental Health and Substance Abuse services.
- The program is for 18+ adults with serious mental health disorders and substance abuse disorders (primary is MH).
- To qualify/apply: Have that diagnosis of serious mental illness, and receiving mental health services either inpatient or outpatient services, because part of the referral does need to be filled out by a mental health professional.
- Programs include: psycho educational groups, case management, daily living skills, community living skills, social recreational skills, vocational pre-vocational skills, and wellness including music wellness & arts and craft group.

The next meeting will be held on Tuesday, September 10, 2024, at United Way.

HUMAN RESOURCES
Monthly Report
August 2024
Fitness for Duty Meetings

Department	Number Held	OJI/Non OJI
PD/Animal Welfare	1	Non OJI
PD/Patrol	1	OJI

Return to Work Meetings

Department	Number Held	OJI/Non OJI
Utilities/Stormwater	1	OJI
Parks/ Facility Maintenance	1	Non OJI
PD/Communications	1	Non OJI
Utilities/WLM	1	OJI

Recordable Injuries – OSHA

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Fire/Suppression	Ankle Sprain	Stepped off box jump and rolled ankle	Off Work	Pay attention to stepping down
Fire/Suppression	Strain	Stepped off curb and felt pain in the back	Restrictions	
Fire/Suppression	Hand Fracture	Attaching hose on a fire hydrant and hand slipped hitting hydrant	Restrictions	
Fire/Suppression	Left Knee Sprain	Stepped out of the fire truck and twisted to grab the medic bag.	Restrictions	
Fire/Suppression	Dislocation	Racked weights and felt shoulder pop	Off Work	
Police/Police Staff Services	Skin Rash	Officer was performing defensive tactic training and received rash on face.	Return to Work	Establish cleaning schedule with department personnel
Police/Patrol	Left Wrist Sprain	Officer fell on left hand during foot pursuit	Off Work	
Police/Animal Welfare	Knee Strain	Getting up from the floor and felt a pop	Return to Work	
Public Works/Fleet	Laceration	While mowing, the ground was bumpy causing the mower canopy to bounce, hitting employee in the head	Return to Work	Removed canopy
Public Works/Stormwater	Strain	Lifted manhole cover and felt a pull in back	Off Work	

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

2024*	2023	2022
21	11	7

**CY2024 is current YTD*

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

2025	2024	2023
3	14	7

Recordable Injuries per calendar year:

2024*	2023	2022
55	78	60

**CY2024 is current YTD*

Recordable Injuries per fiscal year:

HUMAN RESOURCES
Monthly Report
August 2024

Positions Requisitioned for Refill by Department/Division (# of vacancies)	
included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT	
Parks & Recreation	
PT Recreation Technician (1)	PT* All Locations – Recreation Center Specialist
Program Coordinator (1)	PT* Tennis Shop Attendant
PT Lifeguard Leader (1)	Tradesworker HVAC (1)
PT Recreation Leader (1)	
Police	
Police Officer (31)	Animal Welfare Technician (1)
Veterinary Technician (1)	Animal Welfare Officer (1)
Admin Tech III (1)	
Public Works	
Engineering - City Surveyor (1)	Capital Projects Engineer/Staff Engineer (1)
Mechanic II (Fleet) (1)	Fleet Service Technician (2)
Utilities	
Utility Distribution Worker (1)	
Human Resources	
Recruiter (1)	
Planning	
PT Intern GIS (1)	

DAYS TO FILL

Full Time Position	Hire Date	Date Posted	Days to fill
Police Officer (8)	8/9/24	Perpetual	
Maintenance Worker I (2)	8/2/24	6/13/24	50
Traffic Signal Technician	8/9/24	5/14/24	87
Safety Manager	8/9/24	4/25/24	106
Communications Officer I (3)	8/9/24	Perpetual	
Communications Officer II	8/9/24	Perpetual	
Animal Welfare Technician	8/30/24	1/25/24	218
Administrative Technician III	8/16/24	7/3/24	44
Utility Billing Service Rep (2)	8/16/24	7/12/24	35
Sanitation Worker I (2)	8/30/24	6/5/24	86
Utility Collection Worker I	8/30/24	8/6/24	24

PT/Seasonal Position	Hire Date	Date Posted
Tennis Shop Attendant	8/31/24	8/28/24

*287 registrations/applications to our openings, 12 new requisitions opened.

SAFETY

HUMAN RESOURCES

Monthly Report

August 2024

Utilities/Sewer Line Maintenance	Utility Collection Worker I	1
Utilities/Sanitation	Sanitation Worker I	2

PROMOTIONS – 3

Dept./Div.	Position	Number of Employees
Police/Emergency Communications	Communications Officer II	2
Police/Staff Services	Administrative Technician IV	1

SEPARATIONS – 61

Dept./Div.	Position	Number of Employees
Fire/Suppression	Firefighter	1
Parks & Rec/Concessions	Food & Beverage Tech I	1
Parks & Rec/Concessions	Concessions Cashier I	1
Parks & Rec/Park Maintenance	Laborer	2
Parks & Rec/Recreation	Recreation Center Specialist	2
Parks & Rec/Recreation	Recreation Leader I	1
Parks & Rec/Tennis	Tennis Shop Attendant	1
Parks & Rec/Westwood Pool	Admission Clerk I	3
Parks & Rec/Westwood Pool	Assistant Aquatic Manager	1
Parks & Rec/Westwood Pool	Head Lifeguard	3
Parks & Rec/Westwood Pool	Lifeguard	24
Parks & Rec/Westwood Pool	Maintenance Worker I	1
Parks & Rec/Westwood Pool	Slide & Gate Attendant	8
Parks & Rec/Westwood Pool	Swim Instructor	5
Police/Admin-Staff Services	Administrative Technician IV	1
Police/Staff Services	Police Officer	3
Public Works/Fleet	Fleet Service Tech	1
Public Works/Fleet	Mechanic I	1
Utilities/WLM	Utility Distribution Worker I	1

TURNOVER STATS

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	15		0.00%
City Clerk	6		0.00%
Finance	23		0.00%
Fire	164	1	0.60%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9		0.00%
Municipal Court	12		0.00%
Parks & Recreation-Total	109	53	4.90%
Planning & Comm Dev.	38		0.00%
Police	261	4	1.53%
Public Works	125	2	1.60%
Utilities	163	1	0.61%

RECRUITMENT

HUMAN RESOURCES
Monthly Report
August 2024

HUMAN RESOURCES

Total number of Employees: 1123

Orientations: 4 - 24 new hires

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

Terminations: 61

ADMINISTRATION

- FMLA cases – 7 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
 - 77 birthdays and 109 anniversary

BENEFITS

New Enrollments: 15

Benefit Participation		
	#	%
Medical	787	90%
Dental	784	90%
Vision	586	67%
Disability	421	48%
Supplemental Life	432	49%

** Total Benefit Eligible Population: 875*

Claims		
Rx Claims		
	ACTIVE	\$289,855.04
	RETIREE	\$ 9,073.01
	COBRA	\$ 23.39
Medical Claims		\$ 4,952,805.00
Dental Claims		\$ 88,271.78

PERSONNEL ACTIONS

NEW HIRES – 24

Dept./Div.	Position	Number of Employees
City Clerk/Admin	Administrative Technician III	1
Finance/Utilities	Utility Billing Service Rep	2
Human Resources/Safety	Safety Manager	1
Parks & Rec/Tennis	Tennis Shop Attendant	1
Police/Animal Welfare	Animal Welfare Technician	1
Police/Emergency Communications	Communications Officer I	3
Police/Emergency Communications	Communications Officer II	1
Police/Patrol	Police Officer	8
Public Works/Traffic	Maintenance Worker I	2
Public Works/Traffic	Traffic Signal Technician	1

CITY OF NORMAN

Information Technology Department
Monthly Report –August 2024.

Working projects for the IT Department are as follows:

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

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

Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Progress estimated full completion in 2027
Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning – customer portal configuration in progress. Communication radios installation in progress.
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	Complete.
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress: The IT Department has been granted access to 5% of the annual capital funds for business critical software and infrastructure needs.
Integration of Computer Aided Dispatch with OU PD	Create a software as a service model to share public safety software data with and between OU PD	Fiber infrastructure connected. Network segmentation complete. Testing of connections and software access in progress to be complete by August 24. Additional segmentation for OU presence with NPD during OU Football is in progress.

Move existing secondary IT Datacenter to new location.	Move all equipment from the current secondary site to a new more robust and secure site.	Physical and virtual moves for the data center began May 2024 – full move expected to be complete by December 2024 if all tests of the new facility functionality are successful.
--	--	---

Support Tickets:

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

Users Supported:

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

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 323,245 attempted incoming and 152,923 outgoing messages for the month of August 2024. Incoming messages totaling 129,172 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 40% of our inbound mail. This percentage has increased from previous months for malicious email/spam. Our security efforts are having a positive effect on reducing the total number of malicious email inbound. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In the month of August 2024, the City of Norman's web site had 123,168 individual web sessions access the web site for 220,400 total page views. Of those sessions, 74,683 were identified as Users to view content on the City web site (see **IT Table 4a and 4b**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and tablets.

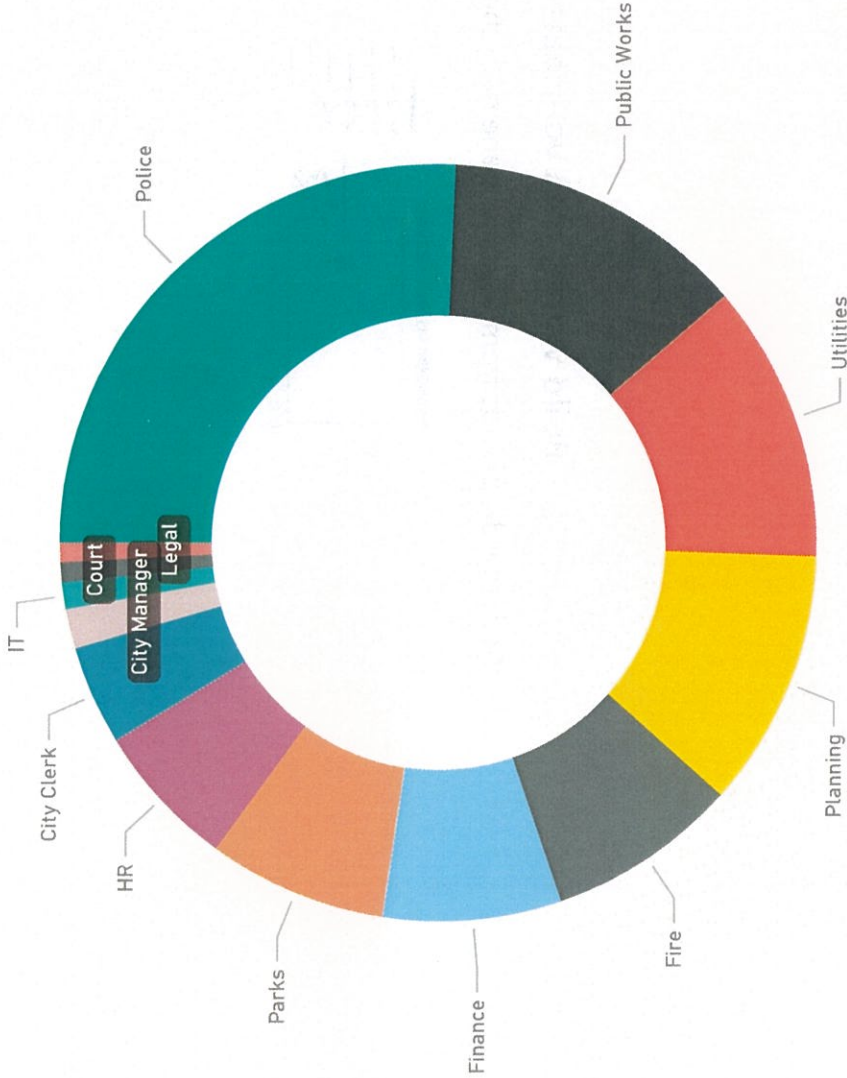
Data Storage:

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

ERP Project Implementation Progress:

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

Tickets by Department



New Tickets
354

Department	Created	Closed
City Clerk	15	14
City Manager	6	6
Court	3	1
Finance	27	26
Fire	29	25
HR	22	20
IT	4	3
Legal	3	3
Parks	27	19
Planning	39	34
Police	91	83
Public Works	46	40
Utilities	42	41
Total	354	303

Ticket Count was highest for Police at 91, followed by Public Works and Utilities.

Police accounted for 25.71% of Ticket Count.

Build visuals with your data

Select or drag fields from the Data pane onto the report canvas.

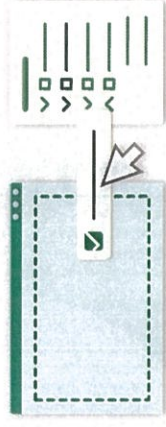
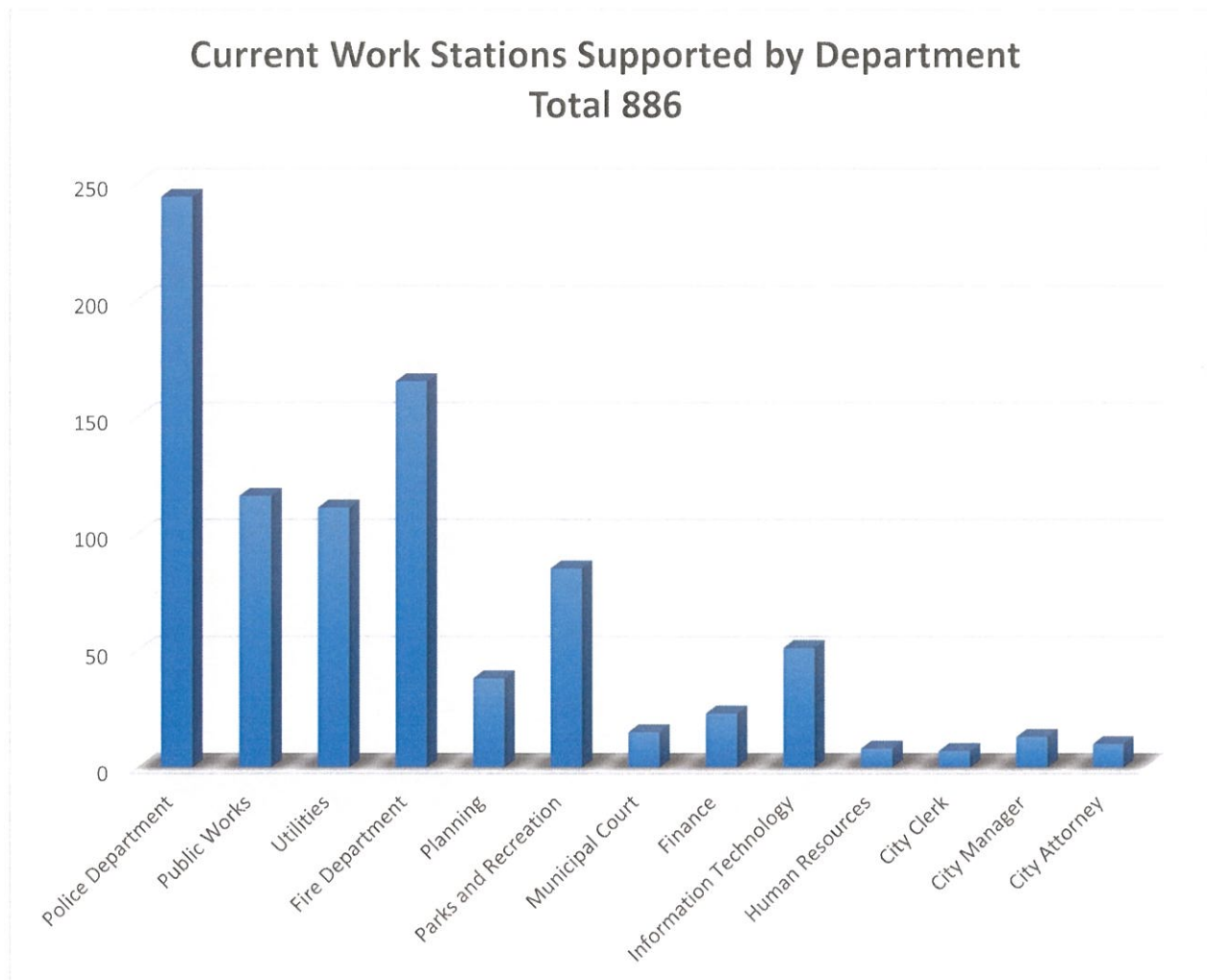


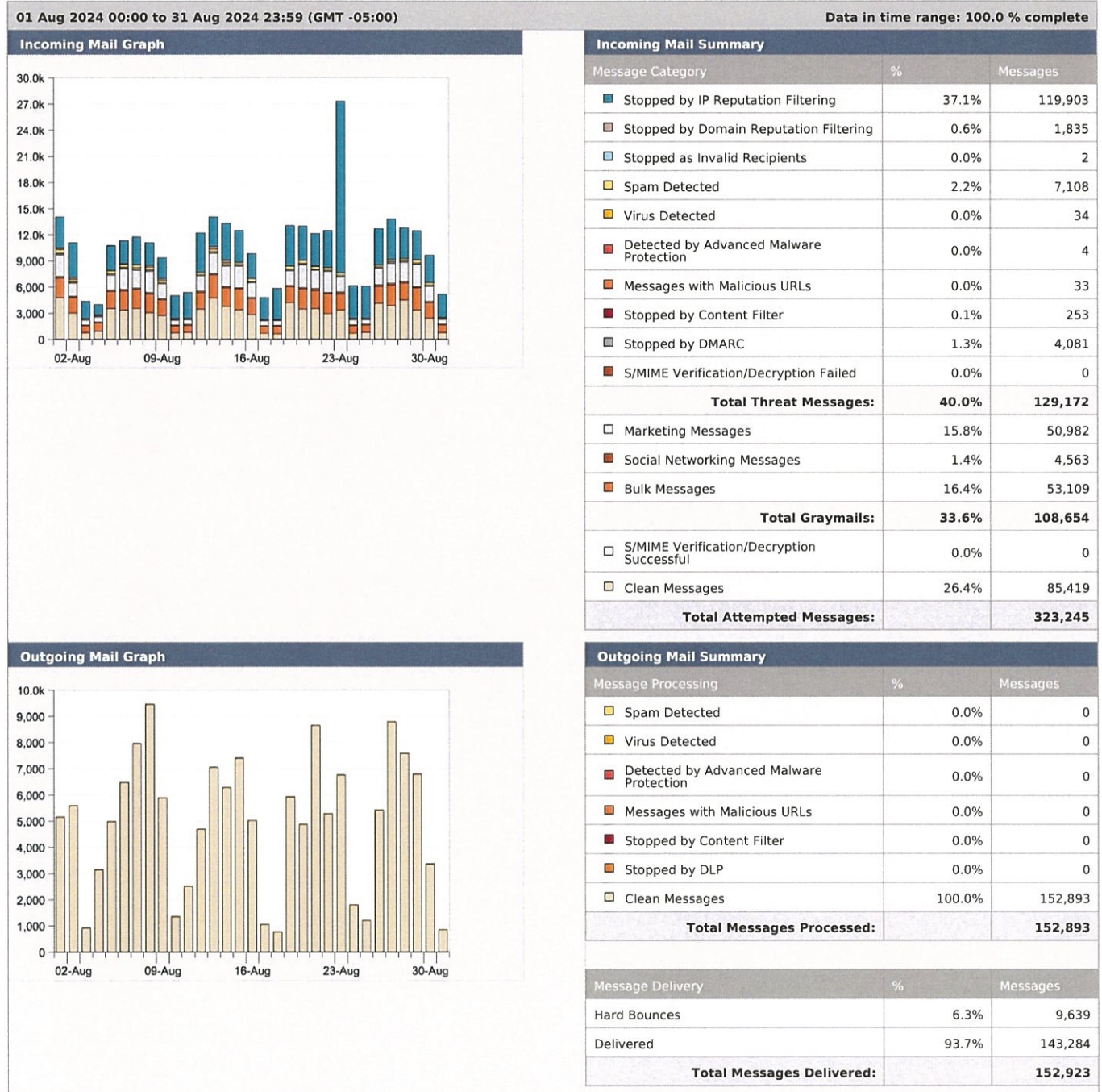
Table 2





Executive Summary

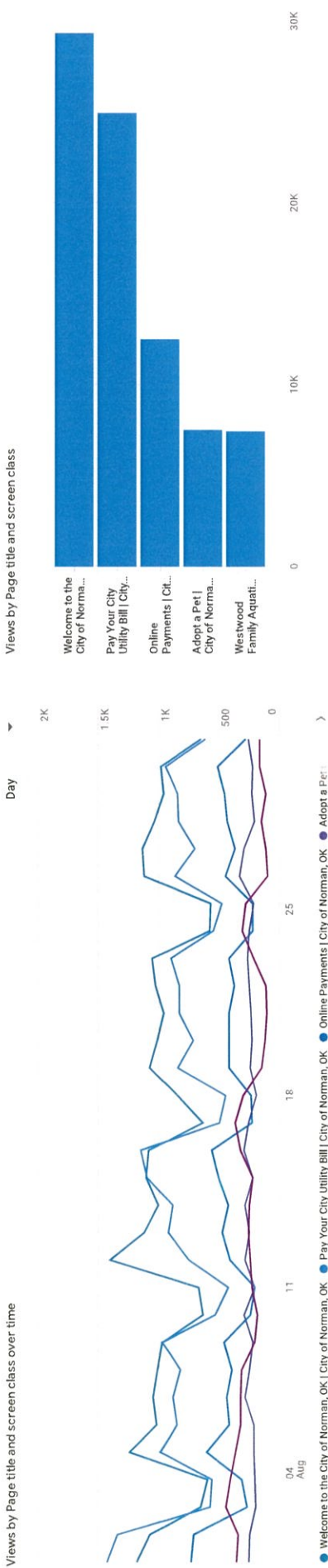
ironport.example.com



Monthly Page Views

Add filter

Views by Page title and screen class over time



Search...

Page title and screen class	↓ Views	+	Users	Views per user	Average engagement time	Event count
All events						

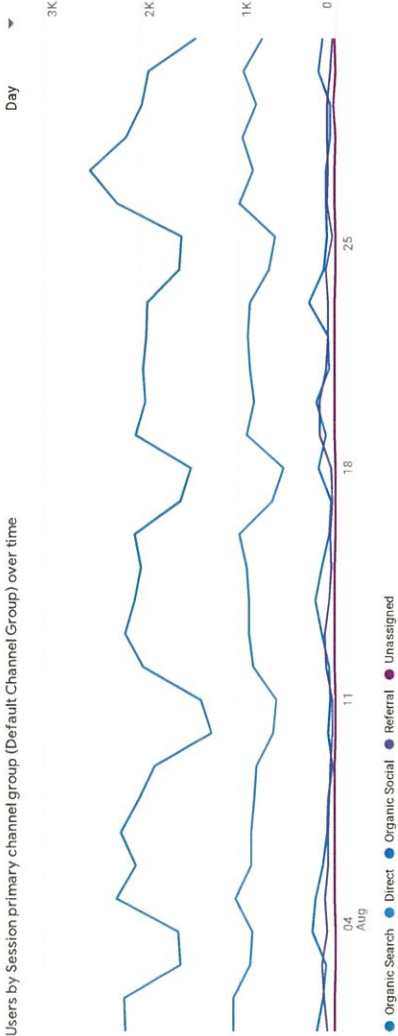
1	Welcome to the City of Norman, OK City of Norman, OK	220,400 100% of total	74,683 100% of total	2.95 Avg 0%	57s Avg 0%	668,376 100% of total
2	Pay Your City Utility Bill City of Norman, OK	29,347	16,384	1.79	19s	79,935
3	Online Payments City of Norman, OK	24,955	14,356	1.74	15s	90,335
4	Adopt a Pet City of Norman, OK	12,496	7,993	1.56	11s	31,571
5	Westwood Family Aquatic Center City of Norman, OK	7,504	3,922	1.91	22s	24,019
6	Animal Welfare City of Norman, OK	7,437	5,170	1.44	23s	26,102
7	Westwood Swim Times and Admission Prices City of Norman, OK	6,658	4,084	1.63	13s	21,049
8	Job Opportunities City of Norman, OK	6,041	3,866	1.56	37s	12,439
9	Department Activity Reports City of Norman, OK	5,909	3,353	1.76	1m 13s	17,939
10	Westwood Golf Course City of Norman, OK	3,886	1,947	2.00	45s	24,569
		3,578	2,102	1.70	34s	12,084

Custom Aug 1 - Aug 31, 2024

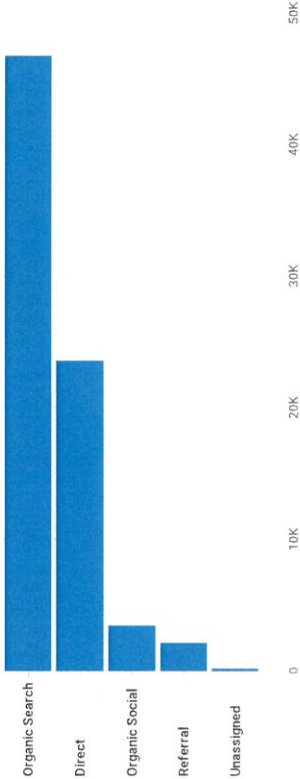
Monthly Site Traffic

Add filter +

Users by Session primary channel group (Default Channel Group) over time



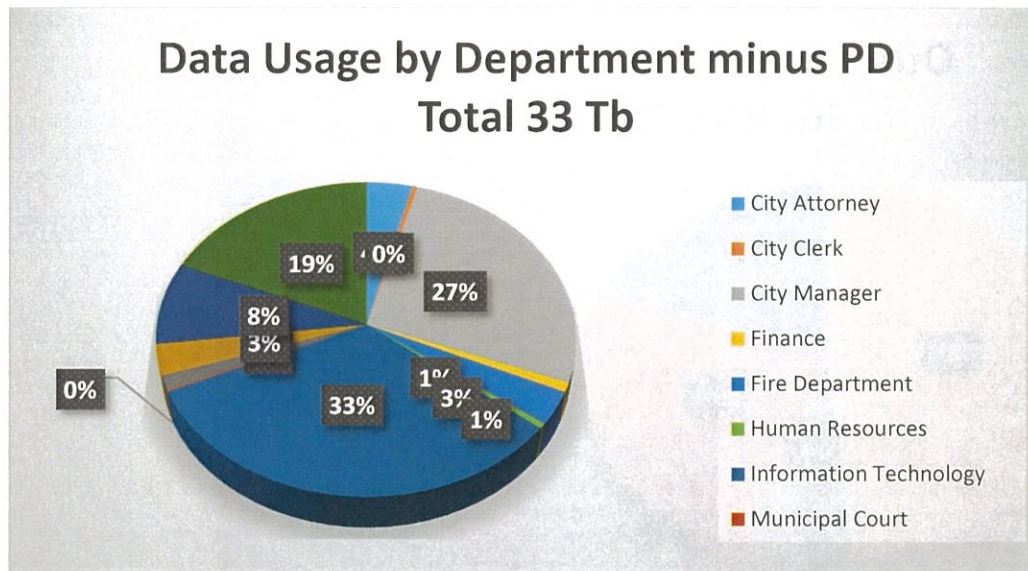
Users by Session primary channel group (Default Channel Group)



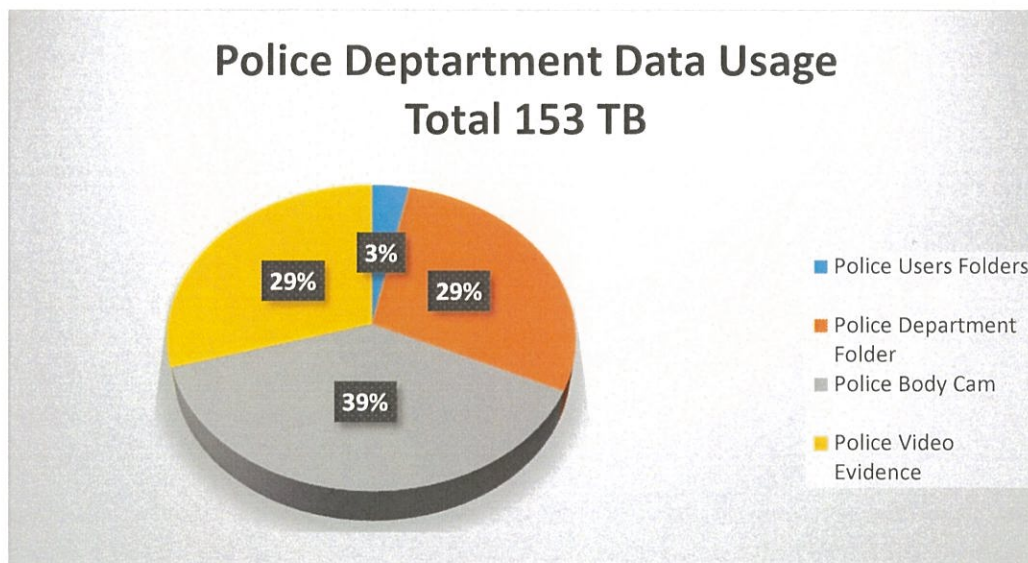
Search...

Session primary Channel Group		↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count	Session key event rate
		100% of total	100% of total	100% of total	Avg 0%	Avg 0%	Avg 0%	Avg 0%	All events	All events
1	Organic Search	74,683	123,168	71,495	34s	0.96	5.43	58.05%	668,376	0%
2	Direct	46,732	82,688	52,236	40s	1.12	5.67	63.17%	468,529	0%
3	Organic Social	23,565	31,489	15,017	23s	0.64	5.15	47.69%	162,194	0%
4	Referral	3,441	4,291	1,751	17s	0.51	4.49	40.81%	19,285	0%
5	Unassigned	2,113	3,272	1,637	37s	0.77	5.14	50.03%	16,825	0%
6	Paid Social	179	231	8	52s	0.04	4.86	3.46%	1,122	0%
7	Email	98	112	19	3s	0.19	3.23	16.96%	362	0%
8	Organic Video	9	11	6	57s	0.67	3.55	54.55%	39	0%
		1	3	3	14s	3.00	6.67	100%	20	0%

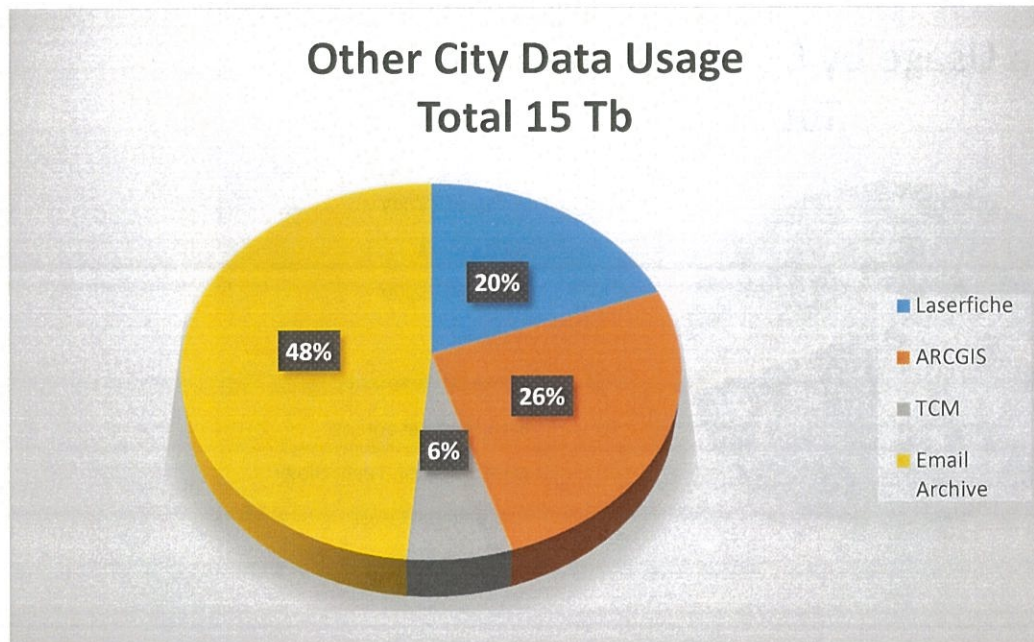
IT Table A



IT Table B



IT Table C



MONTHLY REPORT - LEGAL DEPARTMENT
August 2024 Report
(Submitted September 13, 2024)

MONTHLY HIGHLIGHTS:

Winters v. City of Norman, CJ-2023-1287 (R)

This case was filed on October 20, 2023. It alleges negligence and false arrest. On August 6, 2024, the case was dismissed without prejudice. Plaintiff has until August 6, 2025, to refile the case. Because its current status is dismiss, it will no longer appear on the Monthly Report.

City of Norman v. Dewolf, CM-2024-1033

This case is an appeal from a municipal court conviction for failure to carry security verification. On August 8, 2024, the defendant changed his plea to no contest. The court granted the defendant a six (6) month deferred sentence and ordered him to pay a \$200 administrative fee plus court costs. While the defendant's deferred sentence will not be over until February 8, 2025, this case will no longer appear on the Monthly Report.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

Bad Day Towing & Recovery v. City of Norman, CV-2024-2032

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

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

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

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

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

FOP v. City of Norman, CV-2011-876 L (K)
Martin Flores v. City of Norman & John Doe, CJ-2021-1051 (K)
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
City v. Lonnie Hodges, CV-2020-2922
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)
McCarver v. City of Norman, CJ-2013-128 TS (K)
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)
Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (K)
West Lindsey Center Investors, LLC v. City of Norman, et al., CJ-2022-693 (K)

B. *Condemnation Proceedings*

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

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)
Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)
Katy Construction Co., CV-2024-2213
US Bank National Association v. Hudson et al., CJ-2024-996
US Bank National Association v. Vermillion et al., CJ-2024-1019

D. *Municipal Court Appeals*

E. *Small Claims Court*

None

F. *Board of Adjustment Appeals*

None

LABOR / ADMINISTRATIVE PROCEEDINGS

A. Grievance & Arbitration Proceedings (K)

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
AFSCME Grievance FYE 24-06 – (Malia Ross – Discipline)
AFSCME Grievance FYE-24-09 – (James Salley – Termination)
AFSCME Grievance FYE-24-10 – (Hurlonda Hamilton – Health Benefits)
AFSCME Grievance FYE-24-11 – (Hurlonda Hamilton – Health Benefits)
AFSCME Grievance FYE-25-1 – (Hamilton – Reduction in Compensation)
AFSCME Grievance FYE-25-02 – (Supervisor Complaint)

IAFF Grievance FYE 21 – (Carl Shanon Smith – Improper Compensation)
IAFF Grievance FYE 23 – (Matt Ferris – Discipline)
IAFF Grievance FYE 23 – (Carl Shanon Smith Termination/Forced Retirement)
IAFF Grievance FYE-23 – (Mass Casualty/Active Shooter Response)
IAFF Grievance FYE 23 – (Change in Conditions of Employment - EMS Protocols)
IAFF Grievance FYE-24 – (Non-Emergency Call Back)
IAFF Grievance FYE-24 – (Failure to Staff Personnel)
IAFF Grievance FYE-24 – (Inclement Weather Policy Denial)

B. Equal Employment Opportunity Commission (EEOC)

Yoon v. City of Norman – Charge #564-2024-00586
Wesley v. City of Norman – Charge #564-2024-00708

The filed his notice of claim and received a notice of right to sue the same day. Consequently, this Charge will no longer appear on the Monthly report.

C. Contested Unemployment Claims (OESC)

Application of Donald R. Cox – Claim ID #866771528
Application of WJ Mack – Claim ID #045587093

MUNICIPAL COURT PROSECUTIONS

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

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
Month	FYE 23	FYE 24	FYE 25	FYE 23	FYE 24	FYE 25	FYE 23	FYE 24	FYE 25
JULY	165	464	359	7	11	25	9	10	11
AUG	241	341	493	10	7	6	13	16	13
SEPT	245	295		15	18		10	8	
OCT	244	346		13	7		9	11	
NOV	205	292		10	11		6	10	
DEC	165	163		5	9		8	4	
JAN	205	280		9	9		10	5	
FEB	256	338		17	20		10	12	
MAR	272	466		13	8		12	10	
APR	322	443		9	11		9	14	
MAY	395	430		17	26		13	10	
JUNE	344	333		31	7		9	9	
TOTALS / YTD	3,059	4,191	852	156	144	31	118	119	24

WORKERS' COMPENSATION COURT

The total number cases pending as of August 2024 are 23. Two new Oklahoma Workers Compensation Commission claims were received during the month and one claim was amended to include additional body parts. Three Settlements and one Court Order were approved by Council in August 2024. 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 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Fire	Suppression	10	1	3	9	4
Fire	Prevention					1
Parks/Rec.	Park Maintenance	2	1			
Parks/Rec	Westwood Pool					1
Planning	Development Services					
Police	Animal Welfare					
Police	Criminal Investigation	1				1
Police	Patrol	4		2	1	4
Police	Administration	0				2
Public Works	Street Maintenance	1	1			1
Public Works	Fleet	1		1		
Public Works	Storm Water	2		2		
Public Works	Traffic Control				1	
Utilities	Line Maintenance	1			1	
Utilities	Sanitation	1			1	
TOTALS		23	3	8	13	14

List of Pending Cases

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

(Police, Patrol, Master Police Officer, Intestinal/Parasite/Infection)

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

(Police, Patrol, Master Police Officer, Left Shoulder, Neck, Left Hand, Left Arm, Left Hip, Right Knee)

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

(Fire, Suppression, Asst. Fire Chief, Right Shoulder)

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

(Fire, Suppression, Firefighter, Binaural Hearing Loss)

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

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

Joint Petition settlements in the above claims were approved by the City Council on August 27, 2024 and will no longer appear on the monthly report.

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

(Fire, Suppression, Firefighter, Body as Whole, Cancer)

Hiatt, Darin v. City of Norman, CM-2024-04540W

(Public Works, Streets, Heavy Equipment Operator, Left Shoulder, Left Arm)

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

(Parks & Rec, Park Maintenance, Heavy Equipment Operator, Right Knee/Reopen Request)

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

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

A Court Order in the above claim was approved by the City Council on August 27, 2024 and will no longer appear on the monthly report.

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

(Fire, Suppression, Fire Driver Engineer, Neck, Back UNS, Left Knee, Left Leg)

Massie, Nathan v. City of Norman, CM-2024-03408 H

(Public Works, Fleet, Service Technician, Neck+Neck, Lower Back, Ears+Neck, Bilateral Ears, Lumbar, Middle Back+Neck, Bilateral Ears, Lumbar, Middle Back, Both Shoulders, Both Arms)

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

(Police, Narcotics, Narcotics, Master Police Officer-Sergeant, Right Knee)

Pierce, Daniel Ray v. City of Norman, CM-2024-02999 H

(Police, Patrol, Master Police Officer-Sergeant, R Knee, Reinjured)

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

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

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

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

Shelton, Allen W. v. City of Norman, CM-2024-03108 M

(Public Works, Stormwater, Heavy Equipment Operator, Right Shoulder)

Shelton, Allen W. v. City of Norman, CM-2024-03110 X

(Public Works, Stormwater, Heavy Equipment Operator, Left Shoulder, Whole Back, Radicular to Right Leg/Foot)

Simons, Michael v. City of Norman, CM-2024-04104 L

(Fire, Suppression, Firefighter, Right Knee)

Smith, Carl Shanon v. City of Norman, CM-2023-00163 Q

(Fire, Suppression, Firefighter, Lower Back)

A Joint Petition settlement in the above claim was approved by the City Council on August 27, 2024 and will no longer appear on the monthly report.

Terhune, Nicholas v. City of Norman, CM-2024-03394 E

(Fire, Suppression, Fire Captain, Chest, Left Bicep Tendon)

West, Jordan v. City of Norman, CM-2024-03327 T

(Fire, Suppression, Firefighter, Left Knee)

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

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

Wilson, Jerry v. City of Norman, CM-2024-04699W

(Parks & Recreation, Facility Maintenance, Tradesworker, Head, R Shoulder, Lower Back, Right and Left Ribs)

TORT CLAIMS

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

DEPARTMENT	FYE 25 Month	FYE 25 YTD	FYE 24 YTD	FYE 23 YTD	FYE 22 YTD
Animal Control		1		2	2
Finance – IT					
Fire			2		2
Legal					
Other	1	1	4	5	6
Parks	2	2	2	1	2
Planning				1	2
Police			8	8	8
Public Works – other			2	5	2
Public Works – Stormwater					1
Public Works – Engineering					
Public Works – Streets	1	3	12	8	10
Utilities – other			2		
Utilities – Water		1	5	16	6
Utilities – Sanitation	2	2	10	7	6
Utilities – Sewer			8	3	4
TOTAL CLAIMS	6	10	55	56	51

CURRENT CLAIM STATUS	FYE 25 TO DATE	FYE 24	FYE 23	FYE 22
Claims Filed	10	61	56	51
Claims Open and Under Consideration	6	3	0	0
Claims Not Accepted Under Statute/Other	0	1	4	3
Claims Paid Administratively	0	25	25	15
Claims Paid Through Council Approval	0	4	2	2
Claims Resulting in a Lawsuit for FY	0	1	0	5
Claims Barred by Statute (No Further Action Allowed)	0	17	25	26
Claims in Denied Status (Still Subject to Lawsuit)	4	10	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>AUGUST</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>AUGUST</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	742		1,530	821		1,514
Non-Traffic	284		473	265		613
SUB TOTAL	1026		2003	1086		2127
Parking	1,057		1,577	926		1,310
GRAND TOTAL	2,083		3,580	2,012		3,437

CASES DISPOSED

	<u>AUGUST</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>AUGUST</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	919		1,731	564		1,223
Non-Traffic	299		564	247		510
SUB TOTAL	1218		2295	811		1733
Parking	720		1,182	602		1,005
GRAND TOTAL	1,938		3,477	1,413		2,738

REVENUE

	<u>AUGUST</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>AUGUST</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	\$ 97,593.98		\$ 183,834.58	\$ 89,966.42		\$ 163,729.86
Non-Traffic	\$ 22,727.64		\$ 43,352.08	\$ 23,955.75		\$ 42,845.68
SUB TOTAL	\$ 120,321.62		\$ 227,186.66	\$ 113,922.17		\$ 206,575.54
Parking	\$ 22,907.00		\$ 43,367.00	\$ 18,660.00		\$ 34,095.00
GRAND TOTAL	\$ 143,228.62		\$ 270,553.66	\$ 132,582.17		\$ 240,670.54

MUNICIPAL COURT - MONTHLY REPORT
August 2024

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 26 new cases and closed 21 cases during the month of August 2024. 2 Mediations were held.

PARKS AND RECREATION 9

Park Development Activities August 2024

Norman Forward Neighborhood Parks



We cut the ribbon on Saturday, August 17th, on the new neighborhood park being in the area of the Bellatona/Summit Valley Additions. Bentley Park (named for former Director of Norman Parks and Recreation Lionel Bentley) is a 6.7 acre site that includes a large shaded playground, tennis and pickleball courts, basketball half-court, a picnic shelter, a 1/3-mile walking trail and extensive areas of native landscape that

was built over the past year. The Bentley family made a significant donation to the parks department after Lionel's unexpected passing in 2020.

We are currently getting feedback from residents around our next new park site, adjacent to The Links Apartments; and will also work to finalize deed work to prepare for the design of a park in the Southlake/St. James Addition neighborhood. These projects will combine Norman Forward Funds with Park Development funds collected over the years in each neighborhood, so we can do as much as possible in their initial design and construction.

Neighborhood Parks



We worked with the Community Development Block Grant (CDBG) Coordinator to make improvements to one of the parks in a neighborhood that is part of their funding program. Residents of the McGeorge Park neighborhood requested the improvements at a recent meeting with CDBG staff. At their request, we had contractors install areas of native plants and pollinator plants in two areas of this small park located at the corner of Stewart and Eufaula Streets. We also installed posts and hammocks in one of the areas for public use. We will also be installing a new drinking fountain, with a hose connector for the local residents to use in helping maintain the new landscape. We have previously utilized CDBG funds

to make improvements in other qualifying parks, including the fitness court, tree plantings and play equipment in Frances Cate Park, additional play equipment in McGeorge years ago, and improvements in June Benson Park.

Cultural Center Projects

We have been coordinating with the director of the Firehouse Art Center to allow them to hire a muralist to create new art work on the south side of the building. They have obtained grant funding to combine with their other fundraising to produce a piece that will cover the entire face of the building on that side. Work will proceed through September, and will be a permanent improvement that the FAC is donating to the city upon completion. Other murals have been completed

on portions of the rear (west) wall of the building and along the new front (east) courtyard fence. The facility continues to provide a robust and affordable schedule of art classes and programming for Norman; and it has been involved with our current Parks and Recreation Master Plan project by providing input on what to expect in the next 15 years of partnership. We are also coordinating that same type of work with the Sooner Theatre, The Depot, and the Moore-Lindsey Historical House Museum to synthesize the "Needs, Wishes & Dreams" list for each facility.

Forestry

The crew from DAVEY Resource Group has completed their first round of work on our tree inventory of public spaces. The data collected is now trackable within the City's GIS layers, and can be modified as needed via the TreeKeeper software that DAVEY makes available to its clients.

DAVEY has also begun their work on creating an Urban Forest Master Plan, which will be crafted over the coming months, based on input from a steering committee, city staff, community stakeholders and public meetings and surveys. That document will utilize the tree inventory data, as well as other tree canopy information to customize a long-range work plan for the entire city, which will make our urban forest healthy and sustainable from this point-onward. The plan will be the guiding document that our Forestry Division has needed since hiring our first forester over 10 years ago.

August 2024 PARK MAINTENANCE DIVISION

	FY25 MTD	FY25 YTD		FY24 MTD	FY24 YTD
SAFETY REPORT					
On-The-Job Injuries	2	4		0	6
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours			Total Man Hours	
Big Mowing	132.00	251.00		104.00	925.75
Trim Mowing	792.25	1728.25		815.50	5797.00
Chemical Spraying	232.00	294.50		114.00	1948.00
Fertilization	5.00	12.00		0.00	92.00
Park Tree Work	73.25	330.25		12.00	1004.75
Street Tree Work	8.00	8.00		0.00	16.00
Trash Maintenance	307.50	584.50		504.75	4354.25
Sprinkler Maintenance	204.50	376.75		164.75	1607.50
Watering	9.00	29.00		0.00	73.00
Painting	0.00	8.00		0.00	138.00
Landscape Maintenance	185.75	518.75		337.00	2994.00
Seeding/Sodding	0.00	0.00		24.00	45.50
Ballfield Maintenance	0.00	4.00		14.50	101.00
Fence Repairs	72.00	100.00		16.00	384.75
Equipment Repairs/Maintenance	198.50	474.50		265.50	2408.25
Material Hauling	14.00	149.00		131.50	634.50
Snow/Ice Removal	0.00	0.00		0.00	297.00
Christmas Setup	0.00	0.00		0.00	1146.00
Vector Control	38.00	84.00		57.00	144.00
Events	91.75	213.25		24.00	590.75
Vandalism Repair	17.75	40.25		66.50	385.00
Trail Maintenance	0.00	89.00		0.00	150.00
Playground Maintenance	59.00	180.00		53.00	1279.50
Restroom Maintenance	0.00	0.00		18.00	783.00
Carpentry/Welding	64.00	100.00		18.00	1577.50
Shop Time	6.00	37.00		53.00	539.25
Special Projects	0.00	9.00		90.50	1387.75
Miscellaneous	22.25	49.75		96.50	1019.50

AUGUST 2024 RECREATION DIVISION MONTHLY REPORT

Little Axe Community Center: The Month of August was busy with the afterschool program totaling 89 kids for the first month of school. The kids have done well adjusting to the new schedule and the staff did a great job welcoming the children. The month was filled with "getting to know you" crafts and a lot of outside time despite the heat. The center also hosted it's once a month bingo and ice cream social. The PLS did a DIY class for clay photo stands free to the community. PLS and the center hosted the monthly story time at the center, which is free for the community. The center has been an active place with practice throughout the week days and baseball and softball tournaments every weekend.

12th Avenue Recreation Center: 12th Avenue Recreation Center averaged 32 students for the month of August. Field trips taken this month include a weekly trip to the Westwood Family Aquatic Center, the Science Museum in Oklahoma City and Skate Moore! The last day for camp was Wednesday, August 14th. The After School Program started back on Thursday, August 15th, with a total enrollment of 42 students! Daytime and evening open gym basketball started back up on Monday, August 19th.

Irving Recreation Center: This month at Irving, the Summer Camp Program ended with a total of 226 kids for an average of 23 kids per day. The parents were invited to attended an award show and watch the children receive there award. Afterschool started in the middle the month and we had 256 students for an average of 23 students per day. We have done many arts and crafts throughout the week and plan to continue as long as the children continue to enjoy doing them.

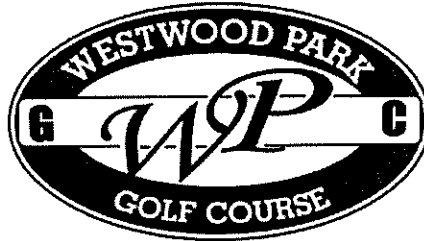
Whittier Recreation Center: This month at Whittier Recreation Center the Summer Camp program continued and ended on the 14th. On the 15th we started our After School Program with 27 kids enrolled with a daily average of 25 students daily. This school year we have a bunch of returning kids with only 3 new kids to our program.

FACILITY ATTENDANCE:	Month	Year to Date
Little Axe Community Center	1,147	1,935
12th Avenue Recreation Center	1,699	3,418
Irving Recreation Center	482	989
Whittier Recreation Center	531	1,057
Reaves Center	300	600
Tennis Center	3,717	7,211

YOUNG FAMILY ATHLETIC CENTER
AUGUST 2024

	FYE 2025 MTD	FYE 2025 YTD
YFAC Memberships	\$1,680.00	\$4,665.00
YFAC Day Passes	\$265.00	\$411.00
YFAC Gym Passes	\$2,036.00	\$4,410.00
YFAC Aqua Class/Camp	\$0.00	\$0.00
YFAC GYM Class/Camp	\$0.00	\$0.00
YFAC Misc Class/Camp	\$0.00	\$51,146.00
YFAC POOL Rental	\$6,300.00	\$14,040.00
YFAC GYM Rental	\$435.00	\$697.50
YFAC MISC Rental	\$0.00	\$0.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$32,000.00	\$67,278.00
YFAC Leases	\$4,147.00	\$12,138.59
YFAC Other Revenue/Advertising	\$0.00	\$20,659.54
YFAC Leagues	\$0.00	\$0.00
TOTAL INCOME	\$46,863.00	\$124,299.63
YFAC GYM Expenditures	\$19,900.67	\$34,720.45
YFAC POOL Expenditures	\$32,686.56	\$55,361.93
EXPENDITURES	\$52,587.23	\$90,082.38
Income vs. Expenditures	-\$5,724.23	\$34,217.25

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



AUGUST 2024

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	AUG FYE 25	AUG FYE 24
Regular Green Fees	682	724
Senior Green Fees	324	523
Junior Fees	182	344
School Fees (high school golf team players)	48	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	987	1020
Employee Comp Rounds	355	369
Golf Passport Rounds	0	0
9-Hole Green Fee	152	195
2:00 Fees	210	267
Dusk Fees or 5:00 Fees	261	375
PGA Comp Rounds	13	9
*Rainchecks (not counted in total round count)	64	22
Misc Promo Fees (birthday, players cards, OU student)	346	141
Green Fee Adjustments (fee difference on rainchecks)	7	6
Total Rounds (*not included in total round count)	3567	3973
% change from FY '24	-10.22%	
Range Tokens	3042	4050
% change from FY '24	-24.89%	
18 - Hole Carts	146	170
9 - Hole Carts	41	82
½ / 18 - Hole Carts	991	1101
½ / 9 - Hole Carts	477	571
Total Carts	1655	1924
% change from FY '24	-13.98%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	0	0
% change from FY '24	0.00%	0
TOTAL REVENUE	\$134,007.54	\$176,833.53
% change from FY '24	-24.22%	

AUGUST 2024
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

SAFETY REPORT				
	FY 2025	FY 2025	FY 2024	FY 2024
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0
FINANCIAL INFORMATION				
	FY 2025	FY 2025	FY 2024	FY 2024
	MTD	YTD	MTD	YTD
Green Fees	\$44,250.21	\$85,804.82	\$60,416.61	\$119,054.72
Driving Range	\$12,160.00	\$26,426.00	\$16,499.58	\$29,471.04
Cart Rental	\$25,195.83	\$48,702.64	\$33,327.57	\$62,723.31
Golf Classes	\$0.00	\$0.00	\$0.00	\$0.00
Golf Shop Rentals	\$197.72	\$732.18	\$403.62	\$852.84
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$0.00
Golf Cart Capital	\$1,878.61	\$3,715.03	\$1,992.79	\$3,888.21
Golf Merchandise	\$18,120.30	\$37,139.84	\$17,827.19	\$35,535.64
Restaurant	\$16,411.17	\$42,703.29	\$21,734.22	\$48,114.43
Golf Membership	\$10,003.27	\$22,047.39	\$0.00	\$0.00
Interest Earnings	\$5,790.43	\$10,630.56	\$24,631.95	\$48,241.71
TOTAL INCOME	\$134,007.54	\$277,901.75	\$176,833.53	\$347,881.90
Expenditures	\$191,764.41	\$288,943.10	\$171,060.74	\$257,944.67
Income vs Expenditures	-\$57,756.87	-\$11,041.35	\$5,772.79	\$89,937.23
Rounds of Golf	3,567	6,862	3,973	8,130

We are making good progress on 1, 7, and 13 greens. They are 95% grass cover and the thin spots have been seeded. We are in the process of lowering to greens height of cut, which is .095 inches. We are expecting a full recovery by sometime in October. Tree trimming of the lower branches and water sprouts is a priority as we move into fall weather. We have made considerable strides in controlling broadleaf weeds, weedy grasses, nutsedge and Kyllinga on the entire property and will continue this goal to be weed free at Westwood. Plans are being made to improve the driving range and tee including but not limited to: drainage, irrigation improvements, sod work and possibly a matted area to reduce divot and traffic damage as the Bermuda enters dormancy.

AUGUST 2024
WESTWOOD FAMILY AQUATIC CENTER
MONTHLY PROGRESS REPORT

FINANCIAL INFORMATION				
	FY 2025 MTD	FY 2025 YTD	FY 2024 MTD	FY 2024 YTD
Swim Pool Passes	\$0.00	\$140.00	\$200.00	\$880.00
Swim Pool Gate Admission	\$56,672.00	\$183,850.00	\$45,251.00	\$176,428.00
Swim Lesson Fees	\$0.00	\$1,638.00	\$200.00	\$5,810.15
Swim Pool Rental	\$20,490.63	\$50,051.01	\$21,650.00	\$41,548.80
Swim Pool Classes	\$150.00	\$600.00	\$260.00	\$677.00
Swim Pool Merchandise Sales	\$113.12	\$309.00	\$46.92	\$172.04
Swim Pool Concessions	\$27,043.71	\$95,303.71	\$25,741.48	\$97,080.73
TOTAL INCOME	\$104,469.46	\$331,891.72	\$93,349.40	\$415,946.12
Expenditures	\$293,257.43	\$489,149.31	\$237,476.74	\$504,409.51
Income vs Expenditures	-\$188,787.97	-\$157,257.59	-\$144,127.34	-\$88,463.39
ATTENDANCE INFORMATION				
	FY 2025 MTD	FY 2025 YTD		FY 2024 YTD
Pool Attendance	15095	49522	13063	29536
Adult Lap Swim Morning/Night	51	109	177	204
Water Walkers	398	3789	67	132
Toddler Time	211	673	160	373
Water Fitness	660	1576	85	163
Swim Team	30	60	0	0
Scuba Rentals	8	16	6	11
Scuba Participants	30	54	10	27
Swim Lesson	0	295	645	1275
Private Swim Lessons	0	30	18	35
Special Events	4	9	2	6
Party/Rentals	13	17	43	82
TOTAL FY 2025 ATTENDANCE	16500	56150	14276	31844
ATTENDANCE INFORMATION MAY 2024 TO AUGUST 2024				
	Pool Attendance		97755	
	Adult Lap Swim Morning/Night		111	
	Water Walkers		3824	
	Toddler Time		1157	
	Water Fitness		1661	
	Swim Team		118	
	Scuba Rentals		28	
	Scuba Participants		110	
	Swim Lesson		375	
	Private Swim		61	
	Special Events		13	
	Party/Rentals		50	
	TOTAL FYE 2024 ATTENDANCE		105263	

FACILITY MAINTENANCE

9B



Cost by Building with Maint Type

AUGUST 2024

Building	Maint Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
12TH AVE REC CENTER - 1701		336,891.21	0.00	0.00	0.00	336,891.21	0.00	0.00
12TH AVE NE	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	HVAC	375.04	375.04	0.00	0.00	0.00	0.00	0.00
	PLUMBING	193.66	193.66	0.00	0.00	0.00	0.00	0.00
	Totals:	337,540.78	649.57	0.00	0.00	336,891.21	0.00	0.00
A - COURTS - 321 N WEBSTER	GENERAL	98.53	98.53	0.00	0.00	0.00	0.00	0.00
	PLUMBING	103.82	96.83	6.99	0.00	0.00	0.00	0.00
	Totals:	202.35	195.36	6.99	0.00	0.00	0.00	0.00
ADULT WELLNESS AND EDUCATION	HVAC	170.82	170.82	0.00	0.00	0.00	0.00	0.00
ADULT	PLUMBING	174.29	174.29	0.00	0.00	0.00	0.00	0.00
	Totals:	345.11	345.11	0.00	0.00	0.00	0.00	0.00
WELLNESS		0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AGING	HVAC	252.50	252.50	0.00	0.00	0.00	0.00	0.00
SERVICES - 329	PLUMBING	333.30	232.39	100.91	0.00	0.00	0.00	0.00
	Totals:	585.80	484.89	100.91	0.00	0.00	0.00	0.00
S PETERS ANIMAL	HVAC	200.52	200.52	0.00	0.00	0.00	0.00	0.00
	Totals:	200.52	200.52	0.00	0.00	0.00	0.00	0.00
WELFARE - B - POLICE	HVAC	1,102.84	1,102.84	0.00	0.00	0.00	0.00	0.00
DEPT -112 W DAWSON	PLUMBING	266.62	234.09	32.53	0.00	0.00	0.00	0.00
	Totals:	1,369.46	1,336.93	32.53	0.00	0.00	0.00	0.00
C - HR, IT - 313 N WEBSTER	GENERAL	237.50	237.50	0.00	0.00	0.00	0.00	0.00
	HVAC	74.27	74.27	0.00	0.00	0.00	0.00	0.00
	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00
	Totals:	350.50	350.50	0.00	0.00	0.00	0.00	0.00
CALYPSO COVE	HVAC	111.40	111.40	0.00	0.00	0.00	0.00	0.00
RADIO TOWER - CITY HALL - 201 W GRAY	Totals:	111.40	111.40	0.00	0.00	0.00	0.00	0.00
	GENERAL	327.09	197.06	130.03	0.00	0.00	0.00	0.00
	HVAC	77.97	77.97	0.00	0.00	0.00	0.00	0.00
	PLUMBING	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	Totals:	482.53	352.50	130.03	0.00	0.00	0.00	0.00
COMMUNITY PARKS	PLUMBING	96.83	96.83	0.00	0.00	0.00	0.00	0.00
	Totals:	96.83	96.83	0.00	0.00	0.00	0.00	0.00
D - DEVELOPMENT	GENERAL	198.76	198.76	0.00	0.00	0.00	0.00	0.00
	HVAC	519.86	519.86	0.00	0.00	0.00	0.00	0.00
CENTER - 225 N WERSTER	PLUMBING	315.49	234.09	81.40	0.00	0.00	0.00	0.00
	Totals:	1,034.12	952.72	81.40	0.00	0.00	0.00	0.00
EMERGENCY COMMUNICATI	GENERAL	293.89	293.89	0.00	0.00	0.00	0.00	0.00
	HVAC	74.27	74.27	0.00	0.00	0.00	0.00	0.00
	Totals:	368.16	368.16	0.00	0.00	0.00	0.00	0.00
ONS AND FACILITY	ELECTRICAL	38.73	38.73	0.00	0.00	0.00	0.00	0.00
MAINTENANCE - 1910 FIRE	GENERAL	945.23	645.23	300.00	0.00	0.00	0.00	0.00
	Totals:	983.97	683.97	300.00	0.00	0.00	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
ADMINISTRATO	GENERAL	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	Totals:	161.73	161.73	0.00	0.00	0.00	0.00	0.00
N - 415 E MAIN FIRE STATION 1		221.63	0.00	0.00	0.00	221.63	0.00	0.00
411 E MAIN	PLUMBING	58.10	58.10	0.00	0.00	0.00	0.00	0.00
	Totals:	279.73	58.10	0.00	0.00	221.63	0.00	0.00
FIRE STATION 2 - 2211 W BOYD		48,780.08	0.00	0.00	0.00	48,780.08	0.00	0.00
	HVAC	38.99	38.99	0.00	0.00	0.00	0.00	0.00
	Totals:	48,819.06	38.99	0.00	0.00	48,780.08	0.00	0.00
FIRE STATION 3 - 500 E CONSTITUTION		25,062.93	0.00	0.00	0.00	25,062.93	0.00	0.00
	ELECTRICAL	323.47	323.47	0.00	0.00	0.00	0.00	0.00
	HVAC	25.99	25.99	0.00	0.00	0.00	0.00	0.00
	PLUMBING	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	Totals:	25,489.86	426.92	0.00	0.00	25,062.93	0.00	0.00

FIRE STATION 4		83,048.94	0.00	0.00	0.00	83,048.94	0.00	0.00
4145 W	GENERAL	38.73	38.73	0.00	0.00	0.00	0.00	0.00
ROBINSON	HVAC	38.99	38.99	0.00	0.00	0.00	0.00	0.00
	PLUMBING	112.22	40.43	71.79	0.00	0.00	0.00	0.00
	Totals:	83,238.88	118.15	71.79	0.00	83,048.94	0.00	0.00
FIRE STATION 5		913.10	0.00	0.00	0.00	913.10	0.00	0.00
1000 NE 168TH	Totals:	913.10	0.00	0.00	0.00	913.10	0.00	0.00
FIRE STATION 6		319.76	0.00	0.00	0.00	319.76	0.00	0.00
7405 E	HVAC	51.98	51.98	0.00	0.00	0.00	0.00	0.00
ALAMEDA	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00
	Totals:	410.47	90.71	0.00	0.00	319.76	0.00	0.00
FIRE STATION 7		72,604.81	0.00	0.00	0.00	72,604.81	0.00	0.00
2207	PLUMBING	235.80	235.80	0.00	0.00	0.00	0.00	0.00
GODDARD AVE	Totals:	72,840.61	235.80	0.00	0.00	72,604.81	0.00	0.00
FIRE STATION 8		73,322.59	0.00	0.00	0.00	73,322.59	0.00	0.00
3901 36TH AVE	ELECTRICAL	161.73	161.73	0.00	0.00	0.00	0.00	0.00
NW	PLUMBING	96.83	96.83	0.00	0.00	0.00	0.00	0.00
	Totals:	73,581.16	258.56	0.00	0.00	73,322.59	0.00	0.00
FIRE STATION 9		25,005.38	0.00	0.00	0.00	25,005.38	0.00	0.00
3001 E	HVAC	51.98	51.98	0.00	0.00	0.00	0.00	0.00
ALAMEDA	Totals:	25,057.36	51.98	0.00	0.00	25,005.38	0.00	0.00
FIRE TRAINING		0.00	0.00	0.00	0.00	0.00	0.00	0.00
CENTER - 2207	Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FLEET	GENERAL	237.50	237.50	0.00	0.00	0.00	0.00	0.00
MAINTENANCE	HVAC	74.27	74.27	0.00	0.00	0.00	0.00	0.00
1301 DAVINCI	PLUMBING	256.86	256.86	0.00	0.00	0.00	0.00	0.00
	Totals:	568.63	568.63	0.00	0.00	0.00	0.00	0.00
IRVING REC	HVAC	386.17	386.17	0.00	0.00	0.00	0.00	0.00
CENTER - 1920	PLUMBING	1,114.63	279.63	835.00	0.00	0.00	0.00	0.00
ALAMEDA	Totals:	1,500.80	665.80	835.00	0.00	0.00	0.00	0.00
LIONS PARK -	PLUMBING	154.93	154.93	0.00	0.00	0.00	0.00	0.00
450 S FLOOD	Totals:	154.93	154.93	0.00	0.00	0.00	0.00	0.00
LITTLE AXE REC		48,614.41	0.00	0.00	0.00	48,614.41	0.00	0.00
CENTER - 1000	HVAC	189.37	189.37	0.00	0.00	0.00	0.00	0.00
NE 168TH AVE	Totals:	48,803.78	189.37	0.00	0.00	48,614.41	0.00	0.00
NEIGHBORHOO	GENERAL	270.87	80.87	190.00	0.00	0.00	0.00	0.00
D PARKS	PLUMBING	4,885.73	1,213.00	3,672.73	0.00	0.00	0.00	0.00
	Totals:	5,156.60	1,293.87	3,862.73	0.00	0.00	0.00	0.00
NORMAN	HVAC	55.70	55.70	0.00	0.00	0.00	0.00	0.00
INVESTIGATION	PLUMBING	626.82	299.00	327.82	0.00	0.00	0.00	0.00
S CENTER -	Totals:	682.52	354.70	327.82	0.00	0.00	0.00	0.00
NORMAN		0.00	0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC	GENERAL	58.10	58.10	0.00	0.00	0.00	0.00	0.00
LIBRARY -	HVAC	37.13	37.13	0.00	0.00	0.00	0.00	0.00
CENTRAL - 103	Totals:	95.23	95.23	0.00	0.00	0.00	0.00	0.00
NORMAN		107,625.28	0.00	0.00	0.00	107,625.28	0.00	0.00
PUBLIC	HVAC	55.70	55.70	0.00	0.00	0.00	0.00	0.00
LIBRARY - EAST	PLUMBING	1,022.17	503.52	518.65	0.00	0.00	0.00	0.00
3051 ALAMEDA	Totals:	108,703.15	559.22	518.65	0.00	107,625.28	0.00	0.00
PARKS	HVAC	63.12	63.12	0.00	0.00	0.00	0.00	0.00
MAINTENANCE	Totals:	63.12	63.12	0.00	0.00	0.00	0.00	0.00
PARKS		1,212.78	0.00	0.00	0.00	1,212.78	0.00	0.00
MAINTENANCE	Totals:	1,212.78	0.00	0.00	0.00	1,212.78	0.00	0.00
REAVES PARK -	ELECTRICAL	283.03	283.03	0.00	0.00	0.00	0.00	0.00
515 E	HVAC	137.39	137.39	0.00	0.00	0.00	0.00	0.00
CONSTITUTION	PLUMBING	352.92	242.60	110.32	0.00	0.00	0.00	0.00
	Totals:	773.35	663.03	110.32	0.00	0.00	0.00	0.00
ROTARY PARK -	HVAC	63.12	63.12	0.00	0.00	0.00	0.00	0.00
1501 W BOYD	PLUMBING	154.93	154.93	0.00	0.00	0.00	0.00	0.00
	Totals:	218.05	218.05	0.00	0.00	0.00	0.00	0.00
RUBY GRANT	PLUMBING	426.05	426.05	0.00	0.00	0.00	0.00	0.00
PARK - 3110 W	Totals:	426.05	426.05	0.00	0.00	0.00	0.00	0.00
SANITATION -	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
2301	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00

SOONER	HVAC	51.98	51.98	0.00	0.00	0.00	0.00	0.00
THEATRE - 101	PLUMBING	96.83	96.83	0.00	0.00	0.00	0.00	0.00
E MAIN	Totals:	148.81	148.81	0.00	0.00	0.00	0.00	0.00
TRAFFIC	ELECTRICAL	363.90	363.90	0.00	0.00	0.00	0.00	0.00
CONTROL -	Totals:	363.90	363.90	0.00	0.00	0.00	0.00	0.00
TRANSFER	HVAC	126.25	126.25	0.00	0.00	0.00	0.00	0.00
STATION - 3901	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00
CHAUTAUQUA	Totals:	164.98	164.98	0.00	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
RECLAMATION	HVAC	341.61	341.61	0.00	0.00	0.00	0.00	0.00
WASTEWATER -	PLUMBING	77.46	77.46	0.00	0.00	0.00	0.00	0.00
3500 S JENKINS	Totals:	499.94	499.94	0.00	0.00	0.00	0.00	0.00
WATER	HVAC	155.94	155.94	0.00	0.00	0.00	0.00	0.00
TREATMENT	Totals:	155.94	155.94	0.00	0.00	0.00	0.00	0.00
WESTWOOD	HVAC	94.69	94.69	0.00	0.00	0.00	0.00	0.00
GOLF COURSE -	PLUMBING	135.56	135.56	0.00	0.00	0.00	0.00	0.00
2400	Totals:	230.25	230.25	0.00	0.00	0.00	0.00	0.00
WESTWOOD	HVAC	120.68	120.68	0.00	0.00	0.00	0.00	0.00
POOL - 1017	Totals:	120.68	120.68	0.00	0.00	0.00	0.00	0.00
WESTWOOD	HVAC	148.54	148.54	0.00	0.00	0.00	0.00	0.00
TENNIS CENTER	PLUMBING	164.58	138.96	25.62	0.00	0.00	0.00	0.00
- 2420	Totals:	313.12	287.50	25.62	0.00	0.00	0.00	0.00
WHITTIER REC	HVAC	94.69	94.69	0.00	0.00	0.00	0.00	0.00
CENTER - 2000	PLUMBING	271.12	271.12	0.00	0.00	0.00	0.00	0.00
W BROOKS	Totals:	365.81	365.81	0.00	0.00	0.00	0.00	0.00
WHITTIER		120,536.05	0.00	0.00	0.00	120,536.05	0.00	0.00
RECREATION	Totals:	120,536.05	0.00	0.00	0.00	120,536.05	0.00	0.00
YOUNG	GENERAL	160.03	160.03	0.00	0.00	0.00	0.00	0.00
FAMILY	HVAC	742.64	742.64	0.00	0.00	0.00	0.00	0.00
ATHLETIC	PLUMBING	690.43	515.43	175.00	0.00	0.00	0.00	0.00
CENTER - 2201	Totals:	1,593.10	1,418.10	175.00	0.00	0.00	0.00	0.00
YOUNG FAMILY		13,625.61	0.00	0.00	0.00	13,625.61	0.00	0.00
ATHLETIC	Totals:	13,625.61	0.00	0.00	0.00	13,625.61	0.00	0.00
	Totals:	161,592.07	16,617.73	6,578.79	0.00	957,784.57	0.00	0.00



Cost by Maintenance Type

AUGUST 2024							
Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
OTHER	957,784.57	0.00	0.00	0.00	957,784.57	0.00	0.00
PLUMBING	12,729.56	6,770.80	5,958.76	0.00	0.00	0.00	0.00
HVAC	6,106.38	6,106.38	0.00	0.00	0.00	0.00	0.00
GENERAL	3,027.97	2,407.94	620.03	0.00	0.00	0.00	0.00
ELECTRICAL	1,332.60	1,332.60	0.00	0.00	0.00	0.00	0.00

TOTAL 980,981.09

PLANNING AND COMMUNITY DEVELOPMENT 10



August 2024 Residential Permit Activity

Report Category	Permit Number	Date Issued	Address	Zoning	Ward	Subdivision	Contractor	Valuation
Multi-Family (3+ Family Dwellings)	PRAD202403981	2024-08-29	608 E MAIN ST	R-2	4	NORMAN, O T	DEREK GUMB	\$ 200,000.00
	1							\$ 200,000.00
	PRAB202402698	2024-08-22	3120 ISIM RD	A-2	5	H & L 2	ARROWHEAD INDUSTRIES, INC.	\$ 100,000.00
	PRAB202403518	2024-08-01	501 GYRFALCON DR	R-1	7	EAGLE CLIFF ADD #6	SCHWARZ, CHRISTOPHER	\$ 1,000.00
	PRAB202403546	2024-08-22	1720 120TH AVE NE	A-2	5	NOT SUBDIVIDED	RICHARD SANDEFUR	\$ 15,000.00
Residential, Accessory Structure	3							\$ 116,000.00
	PRAD202403148	2024-08-20	127 W MOSIER ST	R-2	4	HIGHLAND ADDITION	COLIN J. ZINK	\$ 20,000.00
	PRAD202403404	2024-08-08	5105 72ND AVE NE	A-2	5	NOT SUBDIVIDED	NICHOLAS FLEMING	\$ 474,319.00
	PRAD202403498	2024-08-01	3751 HERITAGE LN	A-2	5	HERITAGE INFINITY COS	GOOD MEASURE CONSTRUCTION SERV	\$ 1,200.00
	PRAD202403539	2024-08-12	2004 CANDLEWOOD DR	RM-6	1	AMERICANA EST ADD	SALVADOR ALAS	\$ 13,381.00
	PRAD202403542	2024-08-02	909 BIRCH DR	R-1	4	WILLOW BROOK ADD	LAW CONSTRUCTION	\$ 65,000.00
	PRAD202403731	2024-08-16	125 DOLLINA CT	R-1	8	TECUMSEH RIDGE SEC. 2	JESUS SANABRIA	\$ 14,000.00
	PRAD202403732	2024-08-30	431 PARK DR	CCFB	4	PARKVIEW ADD	BMS HOMES, LLC.	\$ 500,000.00
	PRAD202403750	2024-08-28	1109 W APACHE ST	R-1	4	WEST PARK ADD	ANTONIO RODRIGUEZ	\$ 90,000.00
	PRAD202403766	2024-08-14	1324 ATLANTA CIR	R-1	1	COLONIAL EST # 4	JUSTIN GABERT	\$ 3,000.00
Residential, Carport	PRAD202403780	2024-08-16	711 IOWA ST	R-1	4	PARK ADD REPLAT	RANDLE ABERNATHY	\$ 8,000.00
	PRAD202403783	2024-08-22	505 PRESTWICK ST	PUD	3	WILLOWBEND	RICHARD SANDEFUR	\$ 5,000.00
	PRAD202403845	2024-08-20	413 SANDPIPER LN	R-1	6	SUTTON PLACE #5	METRO CONTRACTORS & SUPPLY, INC.	\$ 40,000.00
	12							\$ 1,233,900.00
	PRCP202403540	2024-08-05	1624 AVONDALE DR	R-1	2	LYDICKS SECOND ADD	DYANNA BROWN	\$ 5,400.00
Residential, Demolition	1							\$ 5,400.00
	PRDE202402874	2024-08-02	213 S FLOOD AVE	R-1	4	NOT SUBDIVIDED	K & M WRECKING & DIRT SERV. LLC	N/A

Residential, New Single Family Dwelling	PRDE202402923	2024-08-07	708 SONIA DR	A-2	4	NOT SUBDIVIDED	K & M WRECKING & DIRT SERV. LLC	N/A		
	PRDE202402925	2024-08-07	716 SONIA DR	A-2	4	NOT SUBDIVIDED	K & M WRECKING & DIRT SERV. LLC	N/A		
	PRDE202402927	2024-08-07	700 SONIA DR	A-2	4	NOT SUBDIVIDED	K & M WRECKING & DIRT SERV. LLC	N/A		
	PRDE202403500	2024-08-05	1509 S BERRY RD	R-1	4	NOT SUBDIVIDED	ROGER VAUGHN	N/A		
	PRDE202403722	2024-08-19	4810 BLACKBURN AVE	A-2	5	FRANKLIN	M & M WRECKING, INC.	N/A		
	PRDE202403880	2024-08-22	412 CASTRO ST	R-1	4	CLASSEN-MILLER ADD	M & M WRECKING, INC.	N/A		
	PRDE202403961	2024-08-27	129 E ACRES ST	R-2	4	JONES ADD, J A	MIDWEST WRECKING	N/A		
	PRDE202403986	2024-08-28	1001 CLASSEN BLVD	R-1	4	CLASSEN-MILLER ADD	M & M WRECKING, INC.	N/A		
	9								N/A	
	PRMF202403439	2024-08-08	16701 E ROCK CREEK RD	A-2	5	NOT SUBDIVIDED	RICKY COLE	\$	124,000.00	
Residential, New Single Family Dwelling	1								\$	124,000.00
	PRSF202401116	2024-08-26	4504 ASHTON CIR	PUD	8	ASHTON GROVE SEC. 3	MAJESTIC FINE HOMES, LLC.	\$	2,000,000.00	
	PRSF202401728	2024-08-19	3304 TUCKER TRL	A-2	5	LITTLE RIVER ESTATES COS	K & B HOMES, LLC.	\$	620,895.00	
	PRSF202402388	2024-08-15	1701 108TH AVE NE	A-2	5	NOT SUBDIVIDED	STROUD, JOHN	\$	336,000.00	
	PRSF202403238	2024-08-08	4505 BELLINGHAM LN	R-1	8	CARRINGTON PLACE ADD. SEC. 14	C.A. MCCARTY CONSTRUCTION	\$	990,000.00	
	PRSF202403430	2024-08-02	2006 OAKVILLE CT	R-1	5	SUMMIT VALLEY ADD. SEC. 3	DP GAMBLE HOMES, INC.	\$	284,200.00	
	PRSF202403534	2024-08-14	3989 120TH AVE NE	A-2	5	NOT SUBDIVIDED	BLACKWELL CONSTRUCTION, LLC.	\$	387,000.00	
	PRSF202403612	2024-08-07	2715 VARENNA CT	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	182,420.00	
	PRSF202403613	2024-08-07	2718 CLIFTON TER	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	221,340.00	
	PRSF202403615	2024-08-07	2714 CLIFTON TER	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	221,340.00	
PRSF202403616	2024-08-07	2710 CLIFTON TER	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	221,340.00		
PRSF202403624	2024-08-06	3766 MESA RD	PUD	6	RED CANYON RANCH SEC. 8	IDEAL HOMES OF NORMAN, LP.	\$	435,000.00		
PRSF202403654	2024-08-08	908 HOOVER ST	R-1	4	OAK RIDGE ADD - REPLAT	C.A. MCCARTY CONSTRUCTION	\$	850,000.00		



August 2024 Residential Permit Activity

PRSF202403689	2024-08-15	810 MANZANO DR	PUD	1	SIENA SPRINGS SECTION 2	DP GAMBLE HOMES, INC.	\$	296,800.00
PRSF202403691	2024-08-26	2107 TURTLE CREEK WAY	PUD	6	HALLBROOKE ADD., SEC 5	RUSSELL WADE HOMES, LLC.	\$	395,000.00
PRSF202403752	2024-08-19	1812 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	207,200.00
PRSF202403753	2024-08-19	1816 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	222,740.00
PRSF202403754	2024-08-19	1820 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	244,160.00
PRSF202403755	2024-08-19	1824 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	222,740.00
PRSF202403756	2024-08-19	1828 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	274,960.00
PRSF202403757	2024-08-19	1832 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	244,160.00
PRSF202403758	2024-08-19	1836 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	233,100.00
PRSF202403759	2024-08-19	1840 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	181,580.00
PRSF202403760	2024-08-19	1902 WOLFORD WAY	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$	181,580.00
PRSF202403819	2024-08-21	4105 LYNFORD LN	R-1	5	BELLATONA ADD. SEC. 4	HOME CREATIONS, INC.	\$	374,640.00
PRSF202403822	2024-08-21	4104 LYNFORD LN	R-1	5	BELLATONA ADD. SEC. 4	HOME CREATIONS, INC.	\$	565,040.00
PRSF202403840	2024-08-21	4112 LYNFORD LN	R-1	5	BELLATONA ADD. SEC. 4	HOME CREATIONS, INC.	\$	262,640.00
PRSF202403842	2024-08-21	4116 LYNFORD LN	R-1	5	BELLATONA ADD. SEC. 4	HOME CREATIONS, INC.	\$	283,000.00
PRSF202403844	2024-08-21	4113 LYNFORD LN	R-1	5	BELLATONA ADD. SEC. 4	HOME CREATIONS, INC.	\$	327,500.00
PRSF202403870	2024-08-30	4200 156TH AVE NE	A-2	5	PEEBLY ESTATES COS	JOSHUA HUFF	\$	628,507.00
PRSF202403944	2024-08-29	1611 ZAYDEN LN	R-1	7	CEDAR LANE SEC. III	HOMESTEAD CUSTOM HOMES & CONST	\$	304,500.00
PRSF202403993	2024-08-29	3608 VINTAGE CREEK DR	PUD	6	VINTAGE CREEK ADDITION	MUIRFIELD HOMES BY ALAN CHESHER	\$	300,000.00
PRSF202404002	2024-08-29	1802 TAINES TURN	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$	440,000.00
PRSF202404004	2024-08-30	1824 ZAYDEN LN	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$	270,000.00
PRSF202404006	2024-08-29	4013 LLEYTON DR	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$	310,000.00
34							\$	13,519,382.00



August 2024 Residential Permit Activity

Residential, Pool	PRPO202403394	2024-08-06	504 LEGACY CT	PUD	6	VINTAGE CREEK ADDITION	SIGNATURE CUSTOM POOLS	\$	90,600.00
	PRPO202403517	2024-08-08	7203 SPRING VIEW DR	RE	5	VISTA SPRINGS EST. ADD SEC. 2	BARRIOS POOL SERVICE GC LLC	\$	60,000.00
	PRPO202403714	2024-08-21	502 PINEY OAK DR	R-1	3	RIVER OAKS SEC 1	AQUATIC DREAMS OKC	\$	75,000.00
	PRPO202403872	2024-08-22	8001 E INDIAN HILLS RD	A-2	5	KIMBERS ACRES COS	AQUAMARINE POOLS	\$	28,000.00
	PRPO202403878	2024-08-22	3901 113TH AVE NE	RE	5	NOT SUBDIVIDED	GALAXY HOME RECREATION	\$	62,000.00
	PRPO202404008	2024-08-30	3609 PIONEER ST NW	R-1	3	MARLATT SUBD	BLUE HAVEN POOLS OF OK	\$	68,000.00
6									\$ 383,600.00
Residential, Repair	PRDB202403595	2024-08-14	1101 ARKANSAS ST	R-2	4	FACULTY HEIGHTS ADD	THREE KINGS CONSTRUCTION	\$	10,000.00
	PRDB202403637	2024-08-09	2266 DONNA DR	R-2	1	BOYD VIEW #1	COVENANT HOMES, LLC.	\$	120,000.00
2									\$ 130,000.00
Residential, Solar	PRSO202403456	2024-08-05	1401 CASTLEBAY ST	R-1	5	EAST RIDGE ADD #8 AMENDED	EIGHTTWENTY	\$	8,995.00
	PRSO202403562	2024-08-01	1500 KESTREL CT	R-1	6	SUTTON PLACE ADDITION 7	EIGHTTWENTY	\$	64,934.00
	PRSO202403567	2024-08-02	2509 BEAURUE DR	R-1	2	NORMANDY PARK	CLEAN RESIDENTIAL ENERGY LLC	\$	29,000.00
	PRSO202403622	2024-08-02	1212 NEBRASKA ST	R-1	2	WESTFIELD MANOR ADD	EIGHTTWENTY	\$	41,000.00
	PRSO202403642	2024-08-08	301 VICTORY CT	RM-2	3	CAMBRIDGE PLACE ADD SEC 4	OKIE SOLAR	\$	30,000.00
	PRSO202403690	2024-08-08	1718 CAMELOT DR	R-1	2	WOODSLAWN 2ND ADD	SOUTHERN SOUTHERN ENERGY DISTRIBUTORS, EIGHTTWENTY	\$	20,500.00
	PRSO202403700	2024-08-08	312 E RICH ST	R-3	4	JONES ADD, J A	EIGHTTWENTY	\$	25,000.00
	PRSO202403710	2024-08-08	606 UTAH AVE	R-1	4	FAIRFIELD MANOR ADD	SHINE SOLAR DBA SHINE AIR	\$	18,681.00
	PRSO202403713	2024-08-09	4902 STONEHENGE LN	RE	5	WOODLAND OAK RIDGE #1	EIGHTTWENTY	\$	73,229.00
	PRSO202403717	2024-08-08	213 SUMMIT RIDGE CT	R-1	1	SUMMIT LAKES ADDITION SEC. 3	EIGHTTWENTY	\$	44,082.00
	PRSO202403778	2024-08-13	10210 DARE LN	A-2	5	H & L 1	ACTS 29 SOLAR AND ELECTRIC	\$	34,000.00
	PRSO202403803	2024-08-13	410 RAPIDS WAY	PUD	6	PINE CREEK ADD	EIGHTTWENTY	\$	22,157.00
	PRSO202403864	2024-08-21	1610 SANDALWOOD DR	R-1	6	HIGH MEADOWS ADD #4	EIGHTTWENTY	\$	18,000.00
	PRSO202403966	2024-08-26	1309 TARMAN CIR	R-1	4	LINCOLN TERRACE ADD	EIGHTTWENTY	\$	19,000.00



August 2024 Residential Permit Activity

PRSO202403979	2024-08-28	720 PEREGRINE DR	R-1	7	EAGLE CLIFF ADD #1	NIVO SOLAR	\$	3,800.00
PRSO202403997	2024-08-26	224 W RIDGE RD	R-1	8	TULL'S ADD #2	FREEDOM FOREVER OKLAHOMA, LLC	\$	39,976.00
PRSO202404001	2024-08-26	3305 GREENWOOD DR	R-1	8	CROSSROADS WEST #2	ASTRAWATT SOLAR	\$	19,215.00
PRSO202404016	2024-08-28	1704 CREEKSIDE CT	R-1	1	COLONIAL EST SOUTH SEC 2	OKIE SOLAR	\$	16,000.00
PRSO202404018	2024-08-29	1313 BROOKSIDE DR	R-1	4	SUTTON WOOD	OKIE SOLAR	\$	45,000.00
PRSO202404022	2024-08-29	909 PARSONS ST	R-1	4	PARSONS ADDITION	SOLAR POWER OF OKLAHOMA	\$	24,100.00
PRSO202404056	2024-08-28	3008 CRUDEN DR	PUD	8	CASCADE ESTATES SEC. 5	SOLAR POWER OF OKLAHOMA	\$	24,100.00
21							\$	620,769.00
Residential, Storm Shelter								
PRSS202403034	2024-08-08	609 MIMOSA DR	R-1	8	CRYSTAL HEIGHTS	CL WILLIAMS EXCAVATING SERV.	\$	5,000.00
PRSS202403388	2024-08-12	2632 TRENTON RD	R-1	2	NORMANDY PARK	STORM SAFE SHELTER, LLC.	\$	4,200.00
PRSS202403503	2024-08-06	10005 E FRANKLIN RD	RE	5	PRIDE #032	SPRAGUE'S BACKHOE	\$	5,000.00
PRSS202403585	2024-08-12	1525 NIGHTINGALE WAY	A-2	5	RENDALE CREEK COS	AARON'S STORM SHELTERS	\$	15,000.00
PRSS202403617	2024-08-02	1716 BARWICK DR	R-1	3	BROOKHAVEN 22ND	FLAT SAFE TORNADO SHELTERS	\$	3,700.00
PRSS202403705	2024-08-07	3766 MUJR FOREST WAY	PUD	6	RED CANYON RANCH SEC. 8	STORM SAFE SHELTER, LLC.	\$	3,000.00
PRSS202403765	2024-08-12	1108 OSPREY DR	R-1	7	EAGLE CLIFF SOUTH ADD SEC 7	OKLAHOMA SHELTERS	\$	3,300.00
PRSS202403801	2024-08-13	3100 TWIN ACRES DR	R-1	6	TWIN ACRES	HOMEWORK CONSTRUCTION &	\$	11,000.00
PRSS202403834	2024-08-23	3907 WILTSHIRE DR	R-1	5	BELLATONA ADD. SEC. 1	SPRAGUE'S BACKHOE	\$	4,200.00
PRSS202403850	2024-08-15	2832 DALEWOOD PL	R-1	5	EAST RIDGE ADD #3	GROUND ZERO SHELTERS	\$	4,495.00
PRSS202403857	2024-08-16	4237 EAGLE CLIFF DR	R-1	7	EAGLE CLIFF SOUTH SEC. 5	GROUND ZERO SHELTERS	\$	2,995.00
PRSS202403888	2024-08-29	3104 CRISTO CT	PUD	6	PARK HILL ADDITION	SPRAGUE'S BACKHOE	\$	4,300.00
PRSS202403889	2024-08-19	2511 EVERTON LN	R-1	5	ST. JAMES PARK SEC. 5	STORM SAFE SHELTER, LLC.	\$	3,025.00
PRSS202403911	2024-08-21	10902 N TIMBERLINE DR	R-1	5	WHISPERING HILLS	STORM SAFE SHELTER, LLC.	\$	6,250.00
PRSS202403925	2024-08-21	2612 DUNHAM DR	R-1	1	SUMMIT LAKES ADD. SEC. 8	FLAT SAFE TORNADO SHELTERS	\$	3,400.00
PRSS202404003	2024-08-26	1802 TAINES TURN	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$	2,500.00



	PRSS202404005	2024-08-26	1824 ZAYDEN LN	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$	2,500.00
	PRSS202404007	2024-08-26	4013 LLEYTON DR	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$	2,500.00
	PRSS202404057	2024-08-28	431 PARK DR	CCFB	4	PARKVIEW ADD	BMS HOMES, LLC.	\$	8,000.00
	19							\$	94,365.00
Total	109							\$	16,427,416.00



August 2024 Residential Totals

Category	Count	Valuation
Multi-Family, Addition / Alteration	1	\$ 200,000.00
Residential, Accessory Structure	3	\$ 116,000.00
Residential, Addition / Alteration	12	\$ 1,233,900.00
Residential, CarPort	1	\$ 5,400.00
Residential, Demolition	9	N/A
Residential, Manufactured Home	1	\$ 124,000.00
Residential, New Single Family Dwelling	34	\$ 13,519,382.00
Residential, Pool	6	\$ 383,600.00
Residential, Repair	2	\$ 130,000.00
Residential, Solar	21	\$ 620,769.00
Residential, Storm Shelter	19	\$ 94,365.00
Total	109	\$ 16,427,416.00



August 2024 Non-Residential Totals

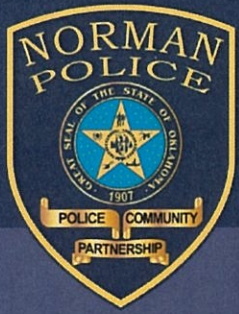
Reporting Code	Count	Valuation
Commercial, Addition/Alteration	11	\$ 1,525,400.00
Commercial, Demolition	1	\$ -
Commercial, New Commercial Building	2	\$ 9,016,660.00
TOTAL	14	\$ 10,542,060.00



August Monthly Permit Activity Summary with Details
From: 1/1/2024 To: 8/31/2024

Group	Category	2024		2023	
		Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration	7	\$584,752.00	33	\$448,916.00
	Multi-Family, Demolition	1	\$13,000.00		
	Multi-Family, Fire	2	\$100.00		
	Multi-Family, Foundation Only	1	\$680,000.00	1	\$50,000.00
	Multi-Family, New Multi-Unit Residential	2	\$2,000,000.00	4	\$8,940,000.00
	Multi-Family, Repair	2	\$700,792.00	1	\$619,021.00
	Residential, Accessory Structure	80	\$3,078,089.27	139	\$5,695,401.96
	Residential, Accessory Dwelling Unit	4	\$311,000.00		
	Residential, Addition / Alteration	81	\$6,189,076.45	107	\$7,422,804.00
	Residential, CarPort	23	\$172,139.36	32	\$226,425.57
	Residential, Demolition	23	\$135,500.00	31	
	Residential, Fire	1	\$165,000.00		
	Residential, Manufactured Home	5	\$260,952.00	10	\$1,488,826.00
	Residential, Manufactured Home Replacement			5	\$464,900.00
	Residential, New Single Family Dwelling	286	\$111,296,888.82	364	\$142,749,195.00
	Residential, New Two Family (duplex)	2	\$1,170,000.00	8	\$1,334,512.00
	Residential, Pool	59	\$5,211,192.00	97	\$8,675,680.00
	Residential, Repair	13	\$1,008,221.00	46	\$4,417,476.00
	Residential, Solar	110	\$3,218,509.67	238	\$7,860,681.83
	Residential, Storm Shelter	198	\$828,895.00	340	\$1,369,648.00
	Residential, Water Well	3		29	
	Total	903	\$137,024,107.57	1,485	\$191,763,487.36
NON-RESIDENTIAL	Commercial, Addition / Alteration	85	\$31,159,216.00	125	\$60,201,370.00
	Commercial, Demolition	12	\$295,000.00	7	
	Commercial, Fire	39	\$1,137,748.96		
	Commercial, Foundation Only	1	\$500,000.00	3	\$1,930,000.00
	Commercial, New Commercial Building	19	\$27,145,277.00	36	\$112,590,200.00
	Commercial, Pool	1	\$250,000.00		
	Commercial, Repair	14	\$8,912,349.00	4	\$2,375,000.00
	Commercial, Solar	2	\$624,405.00		
	Industrial, Fire	1	\$92,000.00		
	Industrial, Foundation Only	1	\$450,000.00		
	Institutional, Addition / Alteration	2	\$2,350,000.00		
	Institutional, Fire	8	\$396,984.07		
	Total	185	\$73,312,980.03	175	\$177,096,570.00
OTHER ACTIVITY	# of New Dwelling Units	324			
	All Field Inspections	18,276		25,516	
	Certificate of Completion (CC)	1,856			
	Certificate of Occupancy (CO)	192		1,116	
	Demo # of Dwelling Units	24			
	Demolition	5			
	Electrical Permit	886		1,730	
	Fire	1			
	Garage Sale	528		683	
	Mechanical Permit	815		1,716	
	Paving (PRIVATE PROPERTY)	55	\$407,339.46	97	\$1,384,075.00
	Plumbing Permit	996		1,837	
	Public Works	134	\$1,998,260.08		
	Sign	184	\$433,815.00	503	
	Street Closure(Not Event)	2			
	Structure Moving	8		23	
	Temporary Structure	9		25	\$326,580.00
	Total	24,295	\$2,839,414.54	33,246	\$1,710,655.00
Total		25,383	\$213,176,502.14	34,906	\$370,570,712.36

POLICE 11



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW



AUGUST | 2024

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2024	5-YEAR AVERAGE	2023
MURDER	0	0	0
SEXUAL ASSAULTS	18	12	12
ROBBERY	1	3	3
AGGRAVATED ASSAULTS	20	23	19
BURGLARY OF BUILDING	43	43	46
LARCENY/THEFT	205	227	185
MOTOR VEHICLE THEFT	29	40	30
ARSON	0	1	0
KIDNAPPING	4	2	3
FRAUD/FORGERY	69	79	85
DUI/APC	27	30	30
PUBLIC INTOXICATION	65	46	49
RUNAWAYS	32	18	12
DRUG VIOLATIONS	94	53	51
THREATS/HARASSMENT	30	37	37
VANDALISM	74	91	74
OTHER	710	614	657
TOTAL REPORTED OFFENSES	1,421	1,320	1,293
TOTAL ARRESTS:	858	678	735
PROTECTIVE CUSTODY:	58	86	117
TOTAL CASE REPORTS*	1,067	1,043	1,032
COLLISIONS	216	198	190
FATALITY	0	1	3
INJURY	22	28	23
NON-INJURY	194	169	164
NUMBER OF PEOPLE INJURED	29	38	35
CITATIONS & WARNINGS	3,349	2,645	3,155
TRAFFIC CITATIONS	673	597	769
TRAFFIC WARNINGS	1,625	1,284	1,465
PARKING CITATIONS & WARNINGS	1,051	764	921

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 6,709

NON-EMERGENCY CALLS TAKEN: 24,359

TOTAL INCOMING CALLS: 31,068

TOTAL CALLS FOR SERVICE GENERATED: 12,161

POLICE CALLS FOR SERVICE: 8,199

OFFICER INITIATED: 2,930

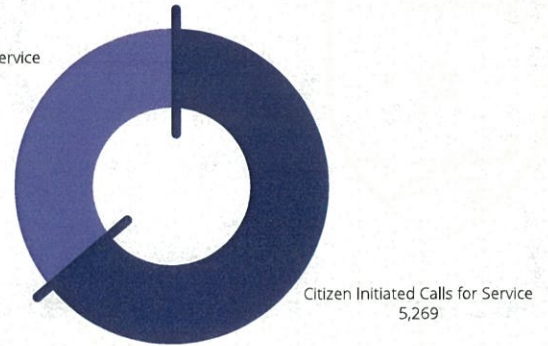
CITIZEN INITIATED: 5,269

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,798

EMSSTAT: 2,164

Officer Initiated Calls for Service
2,930



INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 190

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 85

CASES CLOSED DURING REPORTING PERIOD: 520

CLEARED BY ARREST / WARRANT: 13

CLEARED BY EXCEPTION: 14

COP FOLLOW-UP: 10

DEACTIVATED: 355

DEACTIVATED DUE TO STAFFING: 23

MISSING PERSONS RECOVERED: 29

REFERRED INTERNALLY: 73

UNFOUNDED: 3

ANIMAL WELFARE

INTAKES: 294

LIVE RELEASES: 331

LIVE OUTCOME RATE: 91%

ANIMALS FOSTERED: 112

ANIMALS LICENSED: 73

VOLUNTEER HOURS: 258

RECORDS

CUSTOMER SERVICE CONTACTS: 2,232

IN-PERSON CONTACTS: 831

PHONE CONTACTS: 731

EMAIL CONTACTS: 670

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184

ACTUAL EMPLOYED: 169

AVAILABLE FOR ASSIGNMENT: 149**

AUTHORIZED NON-COMMISSIONED: 76

ACTUAL NON-COMMISSIONED: 72

AVAILABLE FOR ASSIGNMENT: 68**

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

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

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report

August 2024



IN SHELTER ANIMAL COUNTS

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	92	119	211	106	132	238	27	13%
Ending	97	111	208	92	111	203	(5)	-2%

ANIMAL INTAKES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	108	89	197	96	113	209	12	6%
Owner Relinquish	5	25	30	36	16	52	22	73%
Owner Intended Euth	2	0	2	0	0	0	(2)	-100%
Transfer In	0	0	0	0	0	0	0	#DIV/0!
Other Intakes*	10	5	15	12	6	18	3	20%
Returned Animal	3	6	9	4	11	15	6	67%
TOTAL LIVE INTAKES	128	125	253	148	146	294	41	16%

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

OTHER STATISTICS

	2023		2024		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	#DIV/0!
Dog Collected (DOA)	0	0	1	1	1	#DIV/0!
Cat Collected (DOA)	1	1	1	1	0	0%
Wildlife Transferred	0	0	0	0	0	#DIV/0!
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	1	1	1	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	0	0	1	1	1	#DIV/0!
Intake Pigs	0	0	0	0	0	#DIV/0!
Intake Other	0	0	2	2	2	#DIV/0!
TOTAL OTHER ITEMS	1	1	6	6	5	500%

LENGTH OF STAY (DAYS)

	2023	2024
Dog	21.1	22.3
Puppy	13.9	14
Cat	17.2	24.1
Kitten	14.6	25.2

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	186	102	0	288

Norman Animal Welfare Monthly Statistical Report

August 2024



LIVE ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	63	116	179	59	127	186	7	4%
Return To Owner	43	2	45	38	1	39	(6)	-13%
Transferred Out	8	0	8	45	11	56	48	600%
Returned to Field	0	8	8	0	18	18	10	125%
Returned to Owner in Field	N/A	N/A	N/A	32	0	32		
TOTAL LIVE OUTCOMES	114	126	240	174	157	331	91	38%

OTHER ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	3	3	0	6	6	3	100%
Lost in Care	0	0	0	0	0	0	0	N/A
Shelter Euth	6	4	10	20	4	24	14	140%
Owner Intended Euth	2	0	2	2	0	2	0	0%
TOTAL OTHER OUTCOMES	8	7	15	22	10	32	17	113%

TOTAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	114	126	240	174	157	331	91	38%
Total Other Outcomes	8	7	15	22	10	32	17	113%
TOTAL OUTCOMES	122	133	255	196	167	363	108	42%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	1	2	0	3	13%
Medical - Injured	1	2	0	3	13%
Behavior - Aggressive	9	0	0	9	38%
Behavior - Other	9	0	0	9	38%
TOTAL EUTHANASIA	20	4	0	24	

MONTHLY LIVE RELEASE RATE

2023	2024
94.9%	91.7%

Live Outcomes / (Total Outcomes - Owner Int Euth)

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed four (4) Preliminary Plats for Planning Commission and two (2) Rural Certificates of Survey for City Council. The Development Engineer reviewed 28 sets of construction plans and three (3) punch lists. There were 171 permits reviewed and/or issued. Fees were collected in the amount of \$18,644.02.

CAPITAL PROJECTS:

James Garner Phase 2 – Acres Street to Flood Avenue:

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

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

The project involves the following items:

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

As of the last pay application on 7/15/2024, 96% of the total contract amount has been expended. Through 7/15/24, 85% of the contract time had expired.

The contractor's activities this month were as follows:

- *Project is substantially complete*
- *Ribbon Cutting Ceremony and road was opened to traffic*
- *Contractor worked on final cleanup and punch list items*
- *Waiting on James Garner Bridge Aesthetics*

Gray Street Two-Way Conversion – University Boulevard to Porter Avenue:

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of nineteen transportation improvement projects. The Gray Street Two-Way 2019 Bond Project consists of the conversion of Gray Street from a one-way street to a two-way street between University Avenue and Porter Avenue, and the installation of streetscape elements along Gray Street. The intersection with James Garner Avenue will be entirely reconstructed to accommodate the future James Garner Phase 3 2019 Bond Project. In addition to the roadway and streetscape work, improvements are required to the railroad crossing just east of James Garner Avenue.

The total construction cost for the project is approximately \$7.5 million. Of that, approximately \$4.9 million will be paid by federal grants. The remaining \$2.6 million will be paid for through the City of Norman 2019 Bond Program.

The Oklahoma Department of Transportation conducted a bid opening on March 21, 2024, for the Gray Street Two-Way 2019 Bond Project. The low bidder was Ellsworth Construction, LLC of Oklahoma City, Oklahoma. ODOT awarded the project on April 1, 2024. Construction started on Monday, August 5, 2024, and there are

Monthly Progress Report
Public Works (August 2024)

360 calendar days in the project. This timeframe will likely require just over a year to complete. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of WSB.

Proposed improvements include:

- New sidewalks
- Conversion to reverse angle parking for on-street spaces
- New decorative roadway lighting
- Landscaping
- Decorative paving elements
- New curb and gutter
- New decorative traffic signals
- Pedestrian safety improvements
- Revised signing and striping for two-way operation
- Reconstruction of the James Garner Avenue intersection
- New gates and controls for two-way operation of the railroad crossing

The contractor's activities this month include mobilization and demolition of existing paving between Peters Avenue and Porter Avenue.

Sidewalk Programs:

Lindsey Street Sidewalk Repair Project This project is 80% funded through an ACOG grant and is currently waiting on advertisement and bid opening. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along Lindsey Street from 12th Avenue SE to 24th Avenue SE on the north and south sides of Lindsey Street. Construction is anticipated to start in the winter/spring of 2025.

12th Ave NE and W Brooks Street Sidewalk Project This project is 80% funded through an ACOG grant and is currently in design with Garver, 30% plans have been received and are in review at this time. Once review is complete plans will be turned over to ODOT for review and to move the project along to the next phase. This project will include placement of sidewalks, ramps, and driveways along 12th Avenue NE from E Robinson Street to E Rock Creek Road and W Brooks Street from S Pickard Avenue to Wylie Road. Construction is anticipated to start in the spring/summer of 2025.

FYE 2025 Sidewalk Concrete Projects This project was awarded to Arroyo's Concrete LLC on 7/23/2024 and is now under construction. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Curbs and Sidewalks and Trials. This contract will be on going through June of 2025.

Flood Multimodal Path This project was awarded to Parathon Construction and is now under construction. This contract includes a 10' wide multi use path along the west side of Flood Avenue from Robinson Street to Tecumseh Road. Construction is expected to be completed by December of 2024.

State Highway 9 Multi Use Path This project is 80% funded through an ACOG grant and is currently in design, 30% plans have been completed and are in review at this time. This project will include the construction of a 10' wide Multi Use Path from 48th Ave SE to 72nd Ave SE along the north side of State Highway 9. Construction is anticipated to start in the summer of 2025.

Street Maintenance Bond Programs:

FYE 2024 Street Maintenance Bond – Urban Concrete 1

Urban Concrete Bid 1 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Nash Construction Company in the amount of \$1,340,825.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024. The contractor mobilized on October 12, 2023. In the month of July, the contractor reached substantial completion and began working on punch list items. During the month of August, the contractor continued work on the punch list items.

FYE 2024 Street Maintenance Bond – Urban Concrete 2

Urban Concrete Bid 2 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Arroyo's Concrete LLC in the amount of \$1,337,100.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024. The contractor mobilized on October 13, 2023. On September 16, 2024, City Council approved the final acceptance of this project.

FYE 2025 Street Maintenance Bond – Urban Concrete 2

Urban Concrete Bid 2 bids were opened on June 13, 2024. 8 bids were received and the contract was awarded on July 9, 2024 to Elsworth Construction in the amount of \$1,272,530.00. The project consists of select panel replacement on existing concrete streets. The project is anticipated to be completed by April 2025. During the month of August, the contractor began work in Colonial Estates on Mobile Court.

Bridge Maintenance Bond

60th Ave NE Bridge Replacement

The 60th Ave NE Bridge Replacement bids were opened on June 22, 2023. 3 bids were received and the contract was awarded to K&R Builders in the amount of \$3,043,805.25. The project consists of removal of the existing bridge, minor channel clean-up, construction of a new bridge, and roadway grade adjustments. The project is anticipated to be completed by February 2025. During the month of August, the contractor began work on clearing the site and demolition of the existing bridge.

TRANSIT AND PARKING DIVISION

PUBLIC TRANSIT

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

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

Go Norman Transit Plan: Vehicle Procurement

- The City is in the process of purchasing 6 CNG cutaway transit buses for the paratransit fleet. Below is background on this purchase:
 - On June 11, 2024, Council adopted resolution R-2324-149 formally accepting the grant and authorizing the purchase. After additional approvals to enhance the vehicles the revised cost share per bus is \$129,452 federal (72%) and \$51,998 local match (28%), resulting in \$181,450 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (72%) and \$311,986 local (28%), resulting in a \$1,088,700 total cost for 6 units.
- On February 9, 2024, the City Manager approved the purchase of two support vehicles via state contract using funds budgeted for vehicle replacement which were available in the Public Transportation Fund. The EV charging station for these units has been installed and one of the two vehicles have been delivered and put into service.

New Route Network

City Transit staff continue to monitor and ensure the smooth transition to the new route network by working with other City staff, EMBARK staff, citizens, local organizations, and Councilmembers to identify and resolve concerns arising from the new route network. So far, four additional bus stops have been added which do not alter the times the routes operate. Staff will continue working with community partners and EMBARK to analyze other changes that could be implemented.

Service Expansion Priorities

Now that the new route network has been implemented, City Transit staff are reviewing and evaluating the next priorities recommended by the Go Norman Transit Plan. The next expansion recommendation to be implemented is described below:

- *Priority 2: Increased Frequency on Route 112* – This service expansion upgrades the trip frequency of Route 112 (West Lindsey) from 60 minutes to 30 minutes. Ridership on this route has increased 75-110% since the new route network was implemented. Staff submitted a budget request that was approved in the FYE 2025 budget to implement this priority. Implementation is being planned for October 2024 to coincide with the next driver shift bid process.

Microtransit Pilot Program with Via Transportation – Norman On-Demand

- On July 9, 2024, Council approved contract amendments with both Via Transportation and the University of Oklahoma to extend the expanded service through the end of summer 2025. The service entered its second year of operation on August 20, 2024. More details can be found in the attached monthly performance report for this service, named Norman On-Demand.

Transit Monthly Performance Reports

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

STREETS DIVISION

CAPITAL PROJECTS

- 36th Avenue Se from Lindsey Street to Alameda Street deep patch that required 839.55 tons of asphalt for the repair.

ASPHALT PROJECTS

- Fairway Drive deep patch required 69.78 tons of asphalt for the repair.
- 413 Webster Avenue deep patch required 30.30 tons of asphalt for the repair.
- Royal Oaks Addition crews worked crack repair that required 47.47 tons of asphalt for the repair.
- Southlake Boulevard deep patch at Southlake Boulevard and required 45.34 tons of asphalt for the repair.
- Cedar Lane Road East of 132nd Avenue Street deep patch required 29.77 tons of asphalt for the repair.

CONCRETE PROJECTS

- 1333 Tarman Circle replaced concrete panels that required 14 cubic yards of concrete and resulted in over 47 square yards repaired.
- 101 Mimosa Drive replaced concrete panels that required 14 cubic yards of concrete and resulted in over 47 square yards repaired.
- 1013 Nottingham Circle replaced concrete panels that required 17.01 cubic yards of concrete and resulted in over 80 square yards repaired.
- Hallbrooke Drive and Burning Tree Street replaced concrete panels that required 23 cubic yards of concrete and resulted in over 92.50 square yards repaired.

ROADSIDE OPERATIONS

- Routine pothole patching operations used approximately 46.50 tons of asphalt.
- Rights-of-Way Roadside Mowing crew during August, 2024, mowed 490 miles of rural rights-of way and 5,046,580 sq. ft. of urban rights-of-way.

STORMWATER DIVISION

WORK ORDER RESPONSE

Stormwater Division received a record 52 work order requests and closed 52 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance Crew

- Laid sod to complete the Madra Street pipe replacement project.
- Laid sod at 625 Summit Hollow over completed pipe replacement project.
- Sealed a leaking pipe joint at 948 Beaumont Square.
- Sealed leaking inlet box and pipe at 332 Baker Street.
- Day lighted ditch in front of 116 Stewart Ave.
- Cleaned grates of hardened concrete at 3700 Stansbury Road.
- Temporary repaired pipe collapse at 3701 W Robinson.
- Filled sinkholes for later repair on Stinson Street.
- Sealed behind curb hoods at 2332 Norwood Drive.
- Sealed leaking pipe joints at 11400 Teakwood Drive.

Monthly Progress Report
Public Works (August 2024)

- Repaired bent stormwater cross pipe on 144th SE (Streets).
- Removed drift at stormwater cross pipe at Post Oak and 132nd SE.
- Repaired washout around pipe crossing Crystal Springs Drive.

CHANNEL MAINTENANCE

The Channel Maintenance Crew

- Removed drifts and debris from Boyd Channel 75 tons.
- Trimmed trees at Creekside Bridge for sight and sidewalk access.
- Boom mowed on West Tecumseh Road for sight.
- Trimmed trees at 1437 West Brooks Street at bridge for sight and sidewalk access.
- Removed drifts from Merkle, Imhoff, and Hollywood Channels 6.5 tons.
- Removed drift from Willow Grove Bridge 10 tons.
- Removed drifts from Colonial South, Woodcreek, Brooks & I-35 25 tons.
- Removed drifts from Berry Road, Bishop and 24th South Channels 10 tons.
- Removed sediment from flume at 1515 N Porter.
- Mowed 1,202,668 square feet of drainage areas.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

- 331 lane miles were swept in August resulting in the removal of approximately 97.30 tons of debris from various curb-lined streets throughout the city.
- Sweeping crews responded to 12 sweeping request.
- The Camera Crew used the GPS while camera is being repaired.
- Started OU game day sweep schedule.

INLET CLEARING OPERATIONS

Stormwater crews checked 20 inlets and cleaned 13 inlets totaling .25 tons of debris removed in Ward 4.

STORMWATER OKIE LOCATES

During the month of August 4,684 Call 811 Okie Spots were received. Of those requests, 151 were marked stormwater pipe locates.

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 AssetWorks system. The AssetWorks program then tallies the information and decides on a price-per-gallon for that purchase. The monthly high and the monthly low price-per-gallon for unleaded gasoline and diesel fuel are shown.

MAINTENANCE REPORT

Repair Parts Sold: This shows the amount of money spent on repair parts for vehicles during the month.

Tires Sold: This shows the amount of money spent on tires for city vehicles during the month.

Total Parts Sold: This is the sum of Repair Parts and Tires Sold added together.

Sublet Repairs: This is the amount spent on outside repairs during the month.

Monthly Progress Report
Public Works (August 2024)

Road Calls: This is the amount of times Fleet was called out to retrieve/repair a vehicle.

Preventative Maintenance Services: This is the amount of times a vehicle failed to make the appointed preventative maintenance service and had to be rescheduled.

Total Work Orders: This is the amount of work orders for the entire month.

Year to Date Work Order Total: This is the amount of work orders for the entire year.

PRODUCTIVITY REPORT

Direct Labor Hours: Each mechanic's total direct labor hours are shown. Then the direct labor hours are tallied together. After that the total available hours are shown to assess productivity.

Productivity Goal: When mechanics are productive at 70%, meaning that 70% of their day was spent actually working on vehicles, the City of Norman is in equilibrium. We are able to use the money generated from their direct labor to pay wages, benefits and the utilities.

Actual Productivity: This is the average percent of all the mechanics' total productivity during the available working hours for the month.

August 2024
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2025 Associated Fees

Planning Commission/Dev Comm Review:	This Month	Last Month	FY Total
*Norman Rural Cert of Survey...	2		
*Final Plats.....	2		
*Preliminary Plats.....	0		
*Short Form Plat.....	0		
*Center City Form Based Code..	0		
*Concurrent Constr. Request...	0		
City Council Review:			
Certificate of Survey.....	2		
Preliminary Plat.....	0		
Final Plats	0		
Certificate of Plat Correction.....	0		
Encroachment.....	0		
Easements.....	0		
Closure.....	0		
Release of Deferral.....	0		
	\$ 8,130.00		
Development Committee:			
Final Plats.....	0		
Fee-In-Lieu of Detention.....	\$0.00		
Subtotal:	\$8,130.00	\$ 2,660.00	\$10,790.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....	42			
***Commercial.....	10			
Multi-Family.....	1			
Addition/Alteration.....	23			
House Moving.....	2			
Paving Only.....	28			
Storage Building.....	3			
Swimming Pool.....	7			
Storm Shelters.....	19			
Public Improvements.....	3			
Temporary Encroachments.....	1			
Fire Line Pits/Misc.....	2			
Franchise Utilities	19			
Other revenue				
Flood Plain (@\$100.00 each).....	3			
Total Permits.....				
Grand Total.....				
****Construction Plan Review Occurrences	28	16		44
****Punch Lists Prepared.....	3	2		5

* 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

August 2024

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	3	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	42	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	10	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	28	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%

PERFORMANCE REPORT

Summary of Services Table: July 2024

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

EMBARC Norman Service Summary	ADP Jul FY25	FY25 YTD	FY24 YTD	Service Profile	Jul FY25	Jul FY24
Fixed Routes (M-F)	1,341	29,466	24,649	Weekdays	22	20
Fixed Routes (Sat)	660	2,638	3,614	Saturdays	4	5
PLUS (M-F)	91	1,993	1,734	Gamedays	0	0
-Zone 1*	66	1,455	1,387	Holidays	1	1
-Zone 2**	24	538	347	Weather	1	3
PLUS (Sat)***	18	73	129	Fiscal YTD Days	26	25
				Cal. YTD Days	180	178

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 25 YTD	FY 25 Targets	
# of Norman fixed-route passenger trips provided	32,104	400,000	▲
# of Norman paratransit trips provided	2,066	23,800	●
% of on-time Norman paratransit pick-ups	98.30%	98.58%	●
# of Norman bus passengers per service hour, cumulative	17.63	21.14	◆
# of Norman bus passengers per day, average	1,237*	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.00%*	0.00%	●
% of on-time fixed-route arrivals	70.20%	75.00%	▲

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



Performance Report

Microtransit Pilot Program Performance Report

July 2023

Purpose

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

Service Profile, Hours, and Pricing

Norman On-Demand is a pilot microtransit service which launched for late night and Sunday service in core Norman on August 21, 2023. Norman On-Demand is a turnkey service provided by TransitTech provider Via. The Norman On-Demand app is available on the Apple App Store and the Google Play Store. This service provides access to safe and affordable public transportation through technology, particularly during evening hours and on Sundays when other public transit options are limited. Through a collaboration with the University of Oklahoma, the Norman On-Demand Program operates the University's SafeRide Program, which is designed to provide safe and free late night transportation to OU students. Because this is a pilot program, there may be changes to service area, hours of operations, or other aspects of the service while the City focuses the program to efficiently serve the needs and desires of our community.

Service Hours		Pricing	
Monday-Wednesday	7pm – 1am	First Passenger	\$2.00
Thursday-Saturday	7pm – 3am*	Each Additional Passenger	\$1.00
OU SafeRide: Thursday-Saturday	10pm – 3am*	OU SafeRide (OU Students using OU email address during SafeRide hours)	Free
Sunday	10am – 6pm		
ADA/Wheelchair Accessible Vehicles available upon request.			
*Outside of the OU fall and spring semesters, Thursday-Saturday service ends at 1am			

Key Performance Indicator Measures

Measure	Target	July	Service to Date (8/21/23 – 7/31/24)
Average Walking Distance	<0.10 miles	0.06 miles	0.06 miles
Maximum Walking Distance	0.25 miles	0.25 miles	0.33 miles
Average Rider Wait Time*	<15 min	18.7 min	23.0 min
Maximum Rider Wait Time*	20 min	47.0 min*	86.7 min*
Percent of Ride Requests Picked Up in 20min	>80%	61.12%**	52.32%**
*OU has requested longer available wait times for OU students during SafeRide hours (up to a 2 hour max). This affects the original goal of 20 minutes that was identified in the original Request for Proposals.			
**Number of ride requests with 'Completed' status that have a wait time of 20 minutes or less as a percentage of the total number of ride requests with 'Completed' status. This data is skewed by longer available wait times for OU students during SafeRide hours.			

Additional Performance Measures

Ridership

Norman On-Demand completed 2,984 rides in July 2024, which is a 37.95% increase from the June 2024 total of 2,163. There were a total of 16 completed trips that requested a wheelchair accessible vehicle

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

Ridership	July	Service to Date (8/21/23 – 7/31/24)
Total number of passengers	2,984	28,785
Total number of Trips Completed	2,050	18,643
# of Completed Trips Requesting WAV	16	201
Ridership Per Service Hour (RPSH)	5.2	5.6

Rider Experience

The system includes an automated feedback process where all ride ratings with four stars or fewer that have actual written feedback attached are reviewed by customer support agents. Poor ride ratings

alone are not categorized as complaints. Two complaints were reported to Via in the month of July, both regarding driver courtesy.

Rider Experience	July	Service to Date (8/21/23 – 7/31/24)
Average Ride Duration	10.7 min	9.9 min
Average Ride Distance	3.3 miles	3 miles
Average Ride Rating	4.9 (out of 5 stars)	4.9 (out of 5 stars)

Program Engagement and Rider Growth

Since the Norman On-Demand App launched on August 21, 2023, a total of 5,876 individual accounts have been created, which is a 7.5% increase over the June 2024 service to date total of 5,466. Of these accounts half of them (50.0%) have utilized the service at least once. Approximately 26.3% or 1,548 active accounts have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/16/23 – 7/31/24)		
App Accounts Created Since Launch	5,876	
OU Accounts	N/A	N/A
Active Accounts*	3,948	67.19%
Rider Accounts**	2,940	50.0%
Repeat Rider Accounts***	2,346	39.9%
*accounts where user has engaged with ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

Accidents and Vehicles

No accidents and one incident was reported in the month of June. The reported incident involved unsafe behavior from a rider who has since been permanently suspended from the service. All incidents are reported to City of Norman Transit staff in a timely manner by our provider Via.

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2025

STREET DIVISION					
	FYE 2025 August 2024	FYE 2025 August 2024	Year to Date	Year to Date	FYE 2025
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	46.50		74.37		
Overlay/pave 10 miles per year.	-	0%	-	0%	100%
Replace 2,000 square yards of concrete pavement panels	266.50	13%	697.50	35%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	1.00	0%	3.00	1%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	5,046,580.00	40%	9,461,711.00	75%	100%
Mow 148 miles of Rural Right-of-way three times per year	490.00	110%	748.00	168%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	0%	0%	0%	0%	100%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year	0%	0%	0%	0%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

STORMWATER DIVISION					
	FYE 2025 AUGUST, 2024	FYE 2025 AUGUST, 2024	Year to Date	Year to Date	FYE25
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 (6,000 Annually)	331.00	66%	786.00	13%	85%
Inspect and clean 100% of the urban drainage inlets three times per year.	20.00	0%	20.00	0%	65%
Mow 2,271,548 square-feet (52 acres) of open drainage ways, six times per year.	1,202,668.00	9%	2,870,616.00	21%	70%
Permit all floodplain activities as appropriate.	3.00	3%	7.00	7%	95%
Camera stormwater infrastructure to inspect and identify. (4 map grids per month)	-	0%	-	0%	85%
*Camera map grids identified in FY24 and program transitioning to proactive inspection.					

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

August 2025

IN GALLONS	FYE 2025	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	21,018.00	20,889.00	32,089.00
Outside - sublet	1,002.00	443.00	1,165.60
TOTAL	22,020.00	21,332.00	33,254.60
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	14,717.80	14,329.00	32,089.00
			<u>PUBLIC CNG CONSUMED</u>
			1,165.60

FYE 2025 TO DATE CONSUMPTION			
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	38,672.80	38,029.70	60,910.22
			<u>PUBLIC CNG CONSUMED</u>
			4,060.12

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:			
UNLEADED	High	\$2.60	Low	\$2.35	UNLEADED	High	\$2.66
DIESEL	High	\$2.47	Low	\$2.32	DIESEL	High	\$2.52
CNG	High	\$0.17	Low	\$0.17	CNG	High	\$2.10
					Low		\$2.10

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$139,887.37	Month Total Public CNG Sales	\$2,270
OILS/FLUIDS	\$11,335.67	FYE 2025 To Date Public Sales	\$8,349
TIRES	\$33,702.80	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
SUBLET REPAIRS	\$59,576.40	Total Sold Gallons Life To Date	1,127,652
		Total Gross Sales Life To Date	\$1,691,194
TOTAL SPENT ALL Parts/Sublet	\$244,502.24	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	3,642,269

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	4	1	0	5
EMERGENCY ROAD CALLS	52	12	6	52
PM SERVICES	122	106	83	228
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	607	195	313	1,214
SCHEDULED REPAIRS	344	97	88	688
NON SCHEDULED REPAIRS	263	87	225	526

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	12	0	0	12
EMERGENCY ROAD CALLS	46	18	11	64
PM SERVICES	50	61	44	111
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	341	200	202	541
SCHEDULED REPAIRS	85	47	87	132
NON SCHEDULED REPAIRS	256	135	155	391

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	0	0	0
PM SERVICES	14	21	8	35
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	78	53	57	131
SCHEDULED REPAIRS	78	51	38	129
NON SCHEDULED REPAIRS	0	2	19	2

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	1	0	1
PM SERVICES	18	19	4	37
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	88	43	37	131
SCHEDULED REPAIRS	55	28	19	83
NON SCHEDULED REPAIRS	33	15	18	48

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	16	1	0	17
EMERGENCY ROAD CALLS	98	31	29	129
PM SERVICES	204	207	142	411
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	1,114	491	773	1,605
SCHEDULED REPAIRS	562	223	418	785
NON SCHEDULED REPAIRS	552	239	360	791

**FLEET DIVISION
INVENTORY
August 2024**

FUEL

WESTWOOD GOLF	478.2	gallons	UNLEADED	@	2.650	\$ 1,267.23
WESTWOOD GOLF	398.1	gallons	DIESEL	@	3.000	\$ 1,194.30
NORTH BASE	8,394.6	gallons	UNLEADED	@	2.460	\$ 20,650.64
NORTH BASE	4,849.6	gallons	DIESEL	@	2.380	\$ 11,542.00
FIRE STATION #5	373.1	gallons	UNLEADED	@	2.660	\$ 992.45
FIRE STATION #5	406.9	gallons	DIESEL	@	2.520	\$ 1,025.39
FIRE STATION #6	358.4	gallons	UNLEADED	@	2.560	\$ 917.50
FIRE STATION #6	225.5	gallons	DIESEL	@	2.450	\$ 552.48
BULK TANKS	1,200.0	gallons	DIESEL	@	2.380	\$ 2,856.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	9,604.3	\$ 23,827.82
DIESEL	7,080.1	\$ 17,170.16

PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
AUGUST FYE 2025

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	YearToDate Non-Compliance Trend
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
HUMAN RESOURCES						
HUMAN RESOURCES					0%	0%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	2	3	1	1	50%	100%
PUBLIC WORKS						
ENGINEERING	1	1			0%	0%
STREETS	18	13	2	3	17%	22%
STORMWATER	3	3			0%	17%
TRAFFIC	2	3			0%	25%
STORMWATER QUALITY					0%	0%
FLEET	2	8			0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	5	3	1	2	40%	71%
POLICE ADMINISTRATION					0%	0%
POLICE STAFF SERVICES	6	9			0%	30%
POLICE CRIMINAL INVESTIGATIONS	7	9		2	29%	53%
POLICE PATROL	29	27	4	8	28%	59%
POLICE SPECIAL INVESTIGATIONS	4	4			0%	10%
POLICE EMERGENCY COMMUNICATIONS	1	1			0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	2		2	2	100%	120%
FIRE SUPPRESSION	3	2		2	67%	67%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	7	9			0%	10%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE					0%	100%
PARKS FORESTRY					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	11	7	6	6	55%	94%
PSST POLICE CRIMINAL INVESTIGATIONS	1	1			0%	0%
PSST FIRE SUPPRESSION	1		1	1	100%	200%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	2	2			0%	0%
WATER PLANT	1	1			0%	0%
WATER PLANT WELLS	2	2			0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	13	15		1	8%	7%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	4	5			0%	0%
WRF OPERATIONS	2	2			0%	0%
SEWER LINE MAINTENANCE	5	6			0%	9%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	10	10	3	1	10%	24%
SANITATION COMMERCIAL	6	5	1	2	33%	41%
SANITATION TRANSFER	3	1		2	67%	33%
SANITATION COMPOST	1			1	100%	50%
SANITATION RECYCLE	2			2	100%	50%
SANITATION YARD WASTE	2	3		2	100%	30%
UTILITIES EVIROMENTAL						
ENVIRONMENTAL & SUSTAINABILITY	1		1	1	100%	0%
CITYWIDE TOTAL	159	155	22	39	25%	36%

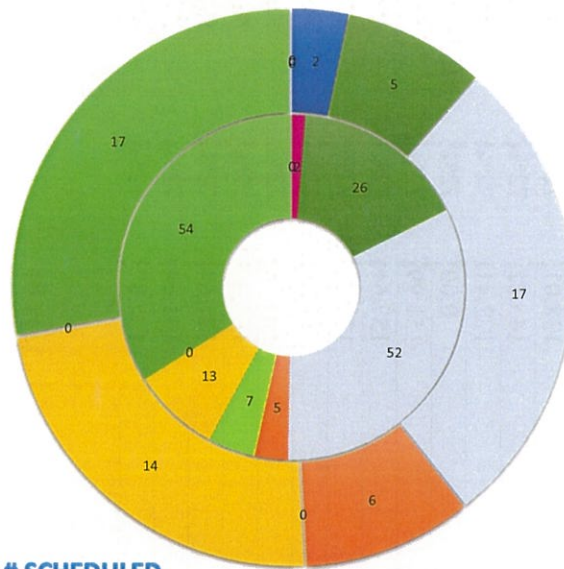
PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

August FYE 2025

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										
986T	2000 Don's Equipment Trailer	Animal Control	8/31/2024	5/11/2024	-112	Days	5/20/2024	Light Repair	PM-A	5/11/2023
MotorT	2012 Road Boss Trailer	PSST Criminal Investigations	8/31/2024	6/22/2024	-70	Days	7/24/2024	Light Repair	PM-A	6/22/2023
Public Works										
667A	2017 Honda Air Compressor	Streets	8/31/2024	8/8/2024	-23	Days	8/19/2024	Light Repair	PM-C	12/15/2023
Fire										
2003	2020 John Deere Mower	Fire Suppression	8/31/2024	8/8/2024	-23	Days	8/19/2024	Light Repair	PM-C	8/8/2023
Utilities										
0323	2015 Bomag Roller	Waterline Maintenance	8/31/2024	7/25/2024	-37	Days	8/8/2024	Light Repair	PM-C	1/25/2024
23274	2023 Peterbilt Rearloader	Yard Waste Sanitation	8/31/2024	6/23/2023	-435	Days	7/18/2024	Heavy Repair	PM-B	6/23/2024

PM Compliance Report August FYE 2025



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

Department	Scheduled	Missed / Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	2	2	100.0%
Public Works	26	5	19.2%
Police	52	17	32.7%
Fire	5	6	120.0%
Parks & Rec.	7	0	0.0%
PSST	13	14	107.7%
CDBG	0	0	0.0%
Utilities	54	17	31.5%
Citywide Total	159	61	38.4%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2025

August 2024

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
497	143.70	72%	83.5%	11.5%	
642	138.01	72%	80.8%	8.8%	
1554	136.88	72%	74.9%	2.9%	
1676	153.49	72%	88.1%	16.1%	
2098	150.10	72%	81.7%	9.7%	
2495	138.01	72%	81.3%	9.3%	
2745	145.22	72%	93.4%	21.4%	
3001	122.41	72%	81.6%	9.6%	
3134	0.00	72%	#DIV/0!	#DIV/0!	
3151	151.99	72%	86.5%	14.5%	
3167	157.61	72%	86.1%	14.1%	
3487	129.06	72%	88.4%	16.4%	
3502	133.49	72%	79.9%	7.9%	
3572	164.48	72%	93.0%	21.0%	
3843	141.31	72%	82.9%	10.9%	
3968	171.64	72%	91.3%	19.3%	
4033	141.64	72%	85.2%	13.2%	
4269	102.87	72%	79.1%	7.1%	

DIRECT LABOR HOURS

2421.91

TOTAL AVAILABLE HOURS

2862.57

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

84.6%

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

AUGUST 2024	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%	100	100	100%	218	218	100%
Provide information requested by citizens within 7 days	95%	100	100	100%	218	218	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	3	0	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	35	35	100%	81	81	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		155	120	0.77	327	287	0.88
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
		7.81	11	1.41	9.37	0	0.00
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		16	16	100%	30	30	100%
Response to reports on traffic signal malfunctions within one hour.	99%		Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		15	15	100%	24	24	100%
Response to reports of sign damage:	Percentage						
High Priority Stop or Yield Signs within one hour	99%	1	1	100%	15	15	100%
Lower Priority all other signs within one day	90%	26	26	100%	57	57	100%
Street Name Signs within two weeks	90%	8	8	100%	26	26	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
		2257	0	0.00	5425	0	0.00

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 work was determined to be more than the original contract so Contract Amendment No. 1 was approved to allow for completion of the project. Meshek's work has progressed through Areas 1 – 4 and they are working through Area 5. Completion of work is expected October 2024.

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

Tangentially, staff worked with Garver and RJN to complete the wastewater collection system flow monitoring necessary for proper calibration of the wastewater model being developed and updated by Garver. The Water/Wastewater Subcommittee met April 12, 2024 and had John Harrington of ACOG as a speaker regarding groundwater. The subcommittee met May 14, 2024 at COMCD to learn more about the lake. The subcommittee met July 12, 2024 and again on August 30, 2024 and are beginning to discuss total costs of each alternative.

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which consolidated all pilot study tasks, including procurement/rental of treatment equipment for alternative treatment trains, temporary construction/installation of pilot study equipment and eventual removal of all pilot study equipment, into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. By June 2021, both trains had been commissioned and were operating as intended. As a result, WRF and Garver staff were able to commence the Phase I testing and sampling regimens. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. A first draft copy of the engineering report was submitted for review in December 2022. A second draft was submitted to NUA and, informally, to Oklahoma Department of Environmental Quality (ODEQ) in March 2023. For the rest of 2023, Garver convened regular meetings with ODEQ to review the draft report findings and conclusions in detail, and on March 18, 2023, ODEQ issued a letter of "support" for the results of the pilot study. Upon receiving ODEQ's letter and as per their Contract, Garver submitted the report to a committee of independent industry experts who will review and make recommendations regarding the report's conclusions. A Technical Orientation with the committee members, NUA, and Garver convened on August 28, 2024. A final workshop to review and discuss the committee's recommendations is currently scheduled for October 30, 2024. Once those recommendations are addressed, the report will be considered final.

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

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

In April 2022, NUA learned that a third grant from BOR associated with possible IPR had been authorized. The third grant was an applied science grant for \$148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data and forecasts and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of \$196,190 (of which \$148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. During the remainder of 2023 and continuing into the Spring of 2024, Garver and their subconsultants completed research and created the PLOT, and, on June 11, 2024, they convened a workshop presenting the preliminary conclusions. Based on the workshop, Norman requested that additional information and analysis be provided to clarify some minor questions before a final report is issued. An additional workshop is being scheduled for August 2024 to share preliminary results with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff convened on August 15, 2024. Garver should address all questions raised in workshops and furnish a final report during September 2024.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

Based on further discussions, an additional concern arose based on the fact that until funding is approved by Congress, exact details of grant requirements will remain uncertain. Garver advised and EPA Community Grant staff affirmed that, for grants issued up to and including Fiscal Year 2024, if project is receiving funding via another Federal Program and project meets requirements of that program, EPA Community Grants will approve project on that basis. As a result, NUA has applied for and received a Clean Water State Revolving Fund (CWSRF) loan from Oklahoma Water Resources Board (OWRB). The loan request was worded to also cover other planned projects at the WRF so, assuming EPA Community Grant is eventually made, the CWSRF loan funds will be directed to those other projects as well. OWRB has advised that, as with the EPA Community Grant, the project could start before the loan was granted. Then, once approved, NUA could immediately start seeking reimbursement for all work completed on the project prior to loan approval. It should also be noted that the use of CWSRF loans for upcoming capital projects at the WRF was recommended by the Raftelis report for upcoming wastewater capital spending.

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

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of \$5,000,000 had been officially authorized and funded. However, the grant included a strict Buy America Build America (BABA) clause while the project bidding documents and thus the resultant contract with Crossland Heavy Contractors did not include this requirement. Between April and June 2024, NUA convened numerous meetings with EPA and Garver to determine the appropriate path forward that would allow NUA to accept this grant. Based on EPA input, NUA is pursuing two parallel paths to achieve this goal: (1). Obtain a waiver from EPA from the BABA requirement for this project; or (2). Obtain approval of a "Technical Correction" from EPA that will allow some or all funding from the grant to be expended on two other critical projects at the WRF. In late July, EPA confirmed that all legal hurdles for approval of a technical correction had been successfully cleared and therefore, they expected to formally approve it in the near future. Based on this approval, a combination of internally-generated funds and CWSRF loan funds will be used to fund this project.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

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

As noted in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA received an EPA Community Grant in the amount of \$5,000,000 for that project. However, the Bidding Documents for that project did not meet Buy America Build America (BABA) requirements, and, as a result, EPA is in the process of officially granting a Technical Correction for the grant which allow the grant to be used for other projects at the WRF. Once that Technical Correction is officially granted, which is likely to occur no later than October 2024, it is NUA's intention to use that funding, in part, to fund this project. This will result in the bidding schedule for the project being moved up from the currently planned July 2025 to the fall of 2024. Once approval is formally granted and revisions to the schedule confirmed, the Project Tasks/Dates below will be updated accordingly.

Engineer: Greely and Hansen LLC (John Schmidt)

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

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

As of July 2024, the contractor onsite cleaning out another digester will be moving on to removing solids from the storm holding pond at the WRF after the current project, as they were the winning bidder for that project. In June 2024, we were going to solicit a quote for cleaning out Digester #3 after their current project concluded (cleaning out the digester they were originally contracted to clean). This Digester #3 cleanout would have been followed by an internal assessment of the structure's floating roof.

Instead, the WRF has hired staff who are experienced in welding. To save significant costs, we are currently developing a plan to drain the digester over the course of a week. Once the digester is drained, a minimum of two hydrogen sulfide and methane gas detectors (one interior near the proposed welding area and one exterior near the proposed welding area) would be placed as a safety precaution prior to any welding. Once the weld site is deemed safe from hazardous gases, WRF staff would then weld a steel plate on the exterior of the floating roof's crack to seal the roof again. Sealing the roof would allow for it to be repressurized and "float" once again.

This would be considered a temporary solution with an anticipated lifespan through 2028, when it is anticipated that more funds will be available to develop a more permanent solution, such as a roof replacement.

As of August 2024, procurement of the gas monitoring devices and execution of this project have been put on hold until the upcoming major projects at the WRF—centrifuge replacements and aeration blower replacements—begin in November or December 2024.

Engineer: Garver – On-Call services

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.

As of August 2024, Parkhill continues to develop plans under their previous PSA that will be used in bidding documents. Plans are expected in September 2024.

Engineer: Staff with assistance from Lemke Surveying

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

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

Engineer: Parkhill (Sean Price)

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 Reclamation Facility (WRF) PFAS and Microplastics Fate and Transport: New regulations for PFAS are being promulgated by the EPA for drinking water but future regulations for wastewater effluent and biosolids are envisioned as well. To get information ahead of future rules for wastewater, this project will sample for PFAS and microplastics at

locations throughout the WRF to determine levels through each process, PFAS formation or removal, and percentages of materials within liquid effluent or biosolids. Funding for this work will be from a loan from the Oklahoma Water Resources Board with 100 percent loan forgiveness (i.e., no ratepayer funds to be used).

The project Kickoff Meeting occurred 7/11/24 at the WRF. Garver to develop a sampling plan based on data received by WRF staff. NUA is also holding meetings with the USGS in August and September to explore additional CEC sampling at no cost to the NUA.

As of August 2024, NUA is still in process of providing data for elements not regularly sampled. WRF staff are working on discharge permit renewal, preparation for major projects at the WRF, and restructuring of the activated sludge compliance data storage. As these are priority items for the WRF, progress on compiling the data for the more niche requests has been slowed.

In August, NUA staff organized a meeting with USGS Research Hydrologists Michelle Lorah and Jason Masoner, and OU Professor of Civil Engineering and Environmental Sciences Bob Nairn regarding sampling.

Engineer: Garver (Bryce Callies)

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

As of July 18, all field work has been completed and iTrackers collected. Project report anticipated in late August or early September.

As of August 2024, deliverables are expected in early September with a follow-up deliverables presentation by Duke's soon after in September.

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

In June 2024, EPA funding was authorized for this project. The authorization of the funding source is significant as this project must now meet all of the EPA requirements for funding. The project was bid with anticipation of using these funds, and now that funding is secured the project may proceed as anticipated.

Preconstruction meeting occurred on July 30, 2024 at the WRF. Crossland Construction Contractors produced a schedule of work beginning in late Fall for the install of the Turbo Blowers. Lead times for electrical components for the centrifugal blowers are a driving factor for their installation not beginning until Winter of 2025. Crossland will be onsite at the WRF in August to verify measurements and confirm their construction sequence planning.

As of August 2024, installation of the turbo blowers is expected to begin in late November or early December in 2024.

Engineer: Garver (Michael Nguyen)

WATER PROJECTS:

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL₂) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. Engineers are working on completing 90% plans and incorporation of some additional design elements following the public meeting held in December. Architects are working on getting renderings from the street view and nearby properties to show a more accurate depiction of what nearby homeowners would see when the berms are added around the facility. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. Engineers and Landscape architects revised their rendering and are ready to be presented to the neighboring homeowners. Staff is working on getting another public meeting put together. In addition, Engineers are working on getting their materials testing vendor to come out and test our residuals for potential use at the site for the berms.

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

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

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

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

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Line Maintenance potholed 27 locations (approximately 20%) in this neighborhood to determine if lead service line replacement will be necessary. All service lines potholed were found to be made of copper. Bids were opened on July 13, 2023 where Cimarron Construction Company was the low bidder at \$2,631,347.00. This number includes replacement of

Southlake Addition waterlines as well as waterlines at 1932 E Lindsey Street that have had frequent breaks in the last fiscal year, for which Line Maintenance has had to temporarily repair. A contract with Cimarron Construction Co. was approved by City Council on August 8, 2023. A pre-construction meeting was held on August 29, 2023. All punch list items have been completed at the apartment complex. Contractors have pulled off for another project but will be back in May to start work on the Southlake addition. Staff is still working on getting easements acquired from the Cervi properties nearby the Southlake addition.

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

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

In March 2020, 2021, 2022, and 2023, Phase II was delayed until the following Spring each year. Phase II was advertised on March 7, 2024 and bids were opened on March 28, 2024. Southwest Water Works (SWWW) of Oklahoma City, Oklahoma was the apparent low bidder with a base bid of \$3,250,256. City Council authorized Contract Award on April 9, 2024, and immediately after Contract Award, Notice to Proceed with shop drawings and material procurement was issued. As per Contract, Notice to Proceed with Construction was issued on May 13, 2024 (Monday after OU's Spring 2024 Graduation Weekend), and, as of July 30, 2024, work was substantially complete, which was before the Contract Completion Date of August 4, 2024. A punchlist inspection was completed on August 6, 2024, and it confirmed that all punchlist items had been addressed. The final change order/amendment are currently being negotiated, and final acceptance and final payment should be ready for City Council approval in October 2024.

Engineer: Garver, LLC (formerly Cabiness Engineering) (Michael Nguyen)

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

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

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

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

Project will advertise as soon as easements can be completed and Permits issued. Finalizing easements and obtaining permits is likely to continue into Summer 2024 with Bidding and Contract Award to follow in Fall 2024. Construction would then continue until late Summer 2025.

Engineer: Jacobs Engineering (Arun Srinivasan)

Robinson Water Tower Resurfacing (WA0382), Lindsey Water Tower Resurfacing or Demolition (WA0182), and Non-Potable Water Expansion Study: Lindsey Tower was decommissioned approximately 10 years ago because it is not tall enough to act as viable potable water system storage at current system operating pressures. However, before receiving bids to demolish the tank, Norman Utilities Authority (NUA) received it's *2060 Strategic Water Supply Plan*, which included a recommendation that, in the future, NUA evaluate the economics of a recycled water system for irrigation clients that could potentially use Lindsey Tower as dedicated storage. For this reason, demolition of Lindsey Tower was deferred until a future recycled water system could be evaluated. In 2020, the coatings on the tower began to show signs of deterioration. For this reason, Dunham Engineering evaluated the condition of the tank in the Fall of 2020, and they determined that the underlying steel was in good condition and the tank could be repainted and recommissioned for many years of additional service if needed. In July 2021, NUA requested that Dunham provide a proposed scope and fee for Lindsey Water Tower rehabilitation. Dunham submitted their proposed scope and fee in early October 2021. Scope and fees were negotiated, However, before submitting Contract for City Council approval, NUA has decided to await outcome of ongoing study being performed by Plummer Engineering, which is described in the following paragraphs and will directly impact future usage, if any, for Lindsey Tank.

In October 2021, NUA requested that Plummer Engineering furnish a scope and fee proposal to analyze the possibility of constructing a recycled water system using treated effluent from the Norman Water Reclamation Facility (WRF) to supply irrigation water 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 recycled water system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer was also directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for this new non-potable water system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. In March 2023, City of Norman furnished additional requested data to Plummer to assist in finalizing their analysis, and on September 29, 2023, a draft report was submitted for City of Norman review. During the fall of 2024, there were multiple meetings and conference calls between Plummer and NUA to clarify details of report. Final conclusion was that neither the repurposing of Lindsey Tower for a future Non-Potable Recycled Water System nor returning Lindsey Tower to service as potable water storage were financially viable. As a result, the only option left to NUA was the demolition of Lindsey Tower. .

The conclusions of Plummer's report were presented to City Council in the March 12, 2024 Conference Meeting. In response, City Council indicated that, because of its visibility and proximity to OU's stadium, the tower may have value to the City as a landmark with City of Norman logo (and possibly an OU logo paid for by OU). For this reason, City Council indicated that, depending on costs and possible contributions by others, they may be interested in City of Norman taking possession of Lindsey Tower and using General Funds (and other contributions) to paint just the exterior of the tank so it could serve as a landmark. After further discussion, NUA noted that, unrelated to Lindsey Water Tower, funding has been budgeted in FY 2025 for Project WA0382, Robinson Tower Resurfacing. Consequently, NUA could prepare a single bid package that would include both Robinson Tower Resurfacing and two alternates for Lindsey Tower: (1).

Demolition of Lindsey Tower; and (2). Resurfacing of Exterior of Lindsey Tower (so it could serve as a landmark). By combining the work on two water towers, NUA could expect to receive the most competitive bids. After bids are received, City Council could determine, based on actual costs, if they want to proceed with funding the exterior resurfacing of Lindsey Tower from the General Fund with a contribution from NUA equal to the cost of the demolition alternative or if they will simply direct NUA to accept the demolition alternative and demolish Lindsey Tower. City Council directed that NUA proceed with this option. Based on this direction, a contract was negotiated with Coastal Windforce, Inc. (formerly Dunham Engineering) to prepare a single set of Bidding Documents covering Robinson Tower Resurfacing and the two alternates for Lindsey Tower (Demolition or Exterior Resurfacing Only) and to perform construction administration and management services for the Work at both towers, and Engineering Contract No. K-2324-169 was approved at the May 14, 2024 City Council Meeting.

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

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

NUA has determined that they can accommodate removing Robinson Tower from service during the summer months so Notice to Proceed with resurfacing of Robinson Tower could be issued at any time. However, as of the end of June 2024, G&L was not yet ready to mobilize to complete the project. Mobilization is tentatively scheduled for August 2024, which would allow for completion of the work by September 2024.

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

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

ongoing.

Consultant: E Source (Alyssa Pourciau)

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

A meeting with ODOT occurred in June 2024, with ODOT accepting the proposed alignment. The next steps in this project are to execute the alignment survey and begin geotechnical assessment of the soil near I-35.

As of July 2024, the alignment survey is to be scheduled in September, with 30% plan development to follow the survey.

Engineer: Plummer (*Alan Swartz*)

Danfield Water Line Replacement (WA0379): This project will replace the existing 6 and 8-inch lines running along Danfield from where it intersects Brookhaven Blvd on the south the north to where it intersects the same street to the north. The existing lines are ductile iron pipe that are 40-50 years old and have experienced a significant amount of corrosion that have impacted water service to the development. The project is approximately 4,000 linear feet. The final design will also include waterline replacement of all five cul-de-sacs located in this section of Danfield. As of the first week in February, design for the Master Alignment has been completed. As of the first week in March 2024, design is underway. Design phase completion is expected in late April 2024. Follow-up with Parkhill on May 7, 2024 has design phase expected completion on May 17.

As of August 2024, NUA staff awaits design plans for review.

Engineer: Parkhill (*Sean Price*)

Lead Service Line Inventory and Replacement (WA0384): The recent Lead and Copper Rule Revision will require new measures for utilities to comply with the rule. Specifically included within this proposed funding are 1) Inventory of approximately 5,000 service lines, 2) Distribution of pitchers to 20,000 locations, and 3) testing of 20,000 locations resulting from any disturbance. Costs for the inventory continue until completed. Reduced costs for the pitchers and testing are proposed in later years since the Advanced Water Metering project will be completed. Line Maintenance has continued to complete service line inventories and, based on the results of the surveys and discussions with the ODEQ, the estimated number of unknowns is expected to be reduced to approximately 5,500 services.

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

SANITATION CAPITAL PROJECTS:

SA0025 – Sanitation Cost-of-Service Study: This study will complete a financial evaluation of the Sanitation Fund. Raftelis, who has performed several financial studies for the Utilities Department, was selected to complete this work. Under this contract, Raftelis will evaluate the overall financial condition of the Sanitation fund amidst increasing costs. In summary, this study will develop a financial plan based on historical revenues and anticipated operating and capital expenditures, assess costs for service for various customer classes and services provided to sanitation customers, evaluate the current rate structure and prepare recommended modifications or increases to eliminate customer class

subsidies and/or meet requirements for the financial plan; and present information to City Council. Contract was awarded by City Council on January 23, 2024. Proposal for disposal and recycling commodities were received this June which will impact the cost-of-service study. This new information, along with historical financials and volumes for disposal and recycling will be used to complete this study. Staff are compiling information through FYE2024 to provide the most accurate data to the consultant along with the most recent recycling information. Staff expects preliminary results in October 2024.

Compost Facility Scale House (SA0019):

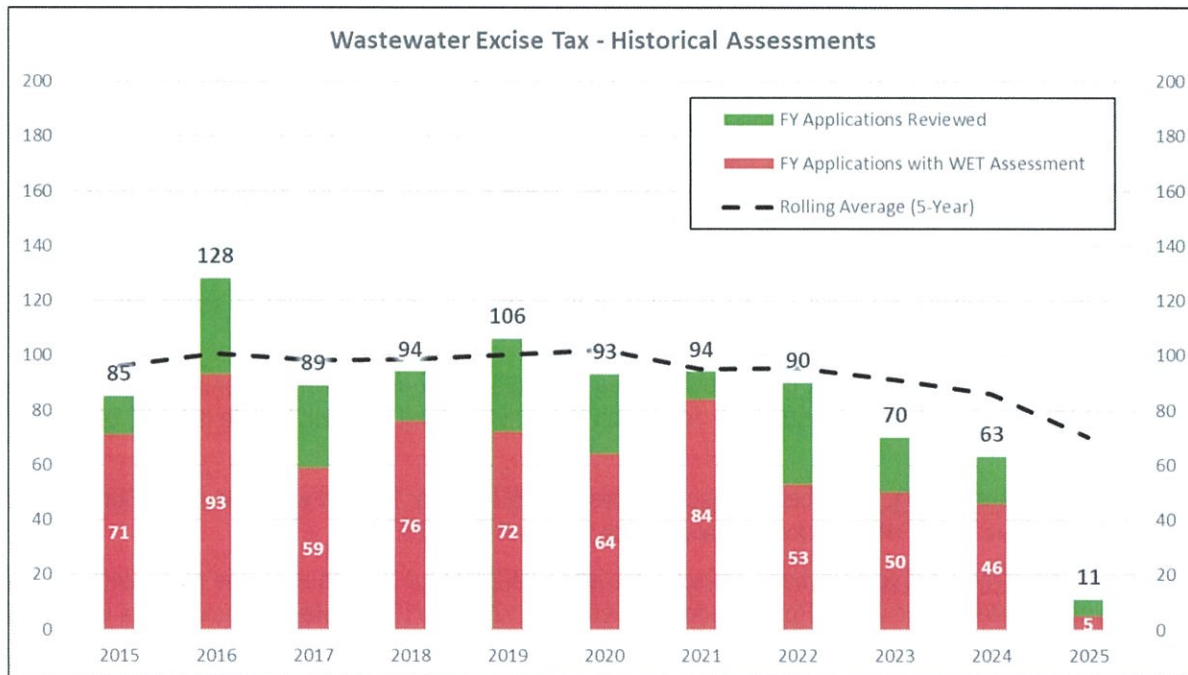
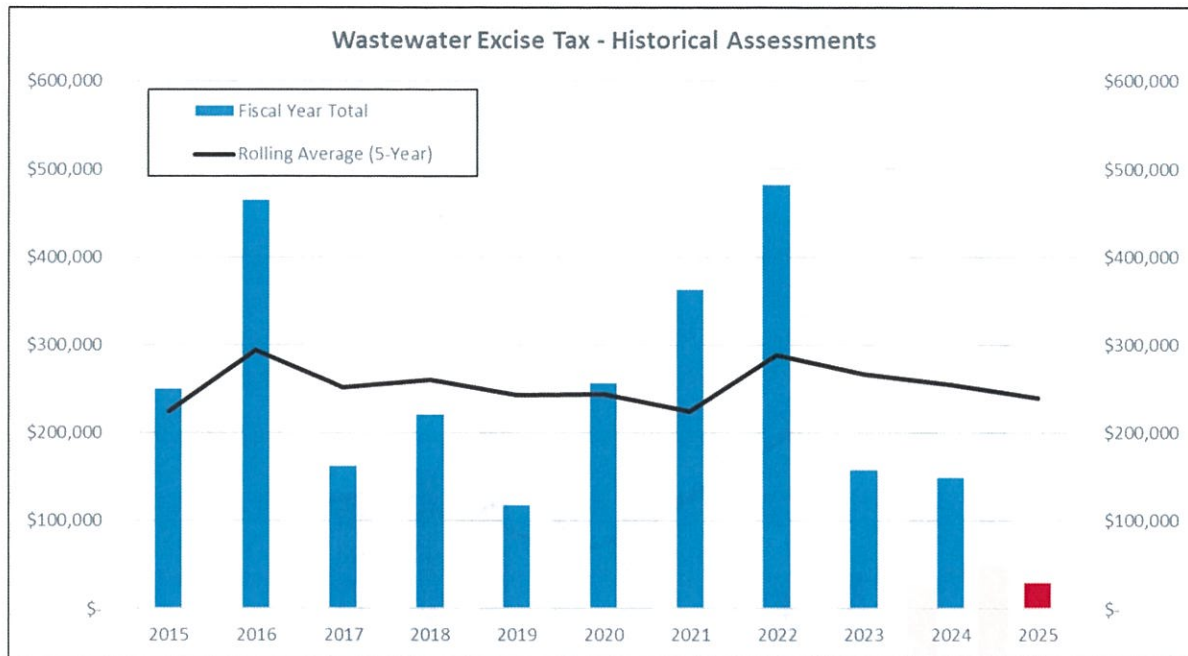
This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to \$39,000. The engineer requested an increase of \$4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process. Planning reviewed the current set of plans and sent their comments on June 23, 2023. These were forwarded to the Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergint) and low voltage (TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. As of the first week in March 2024, City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project.

TriCore is still in the process of addressing comments as of August 2024.

Engineer: TriCore Group, LLC (Greg Vance)

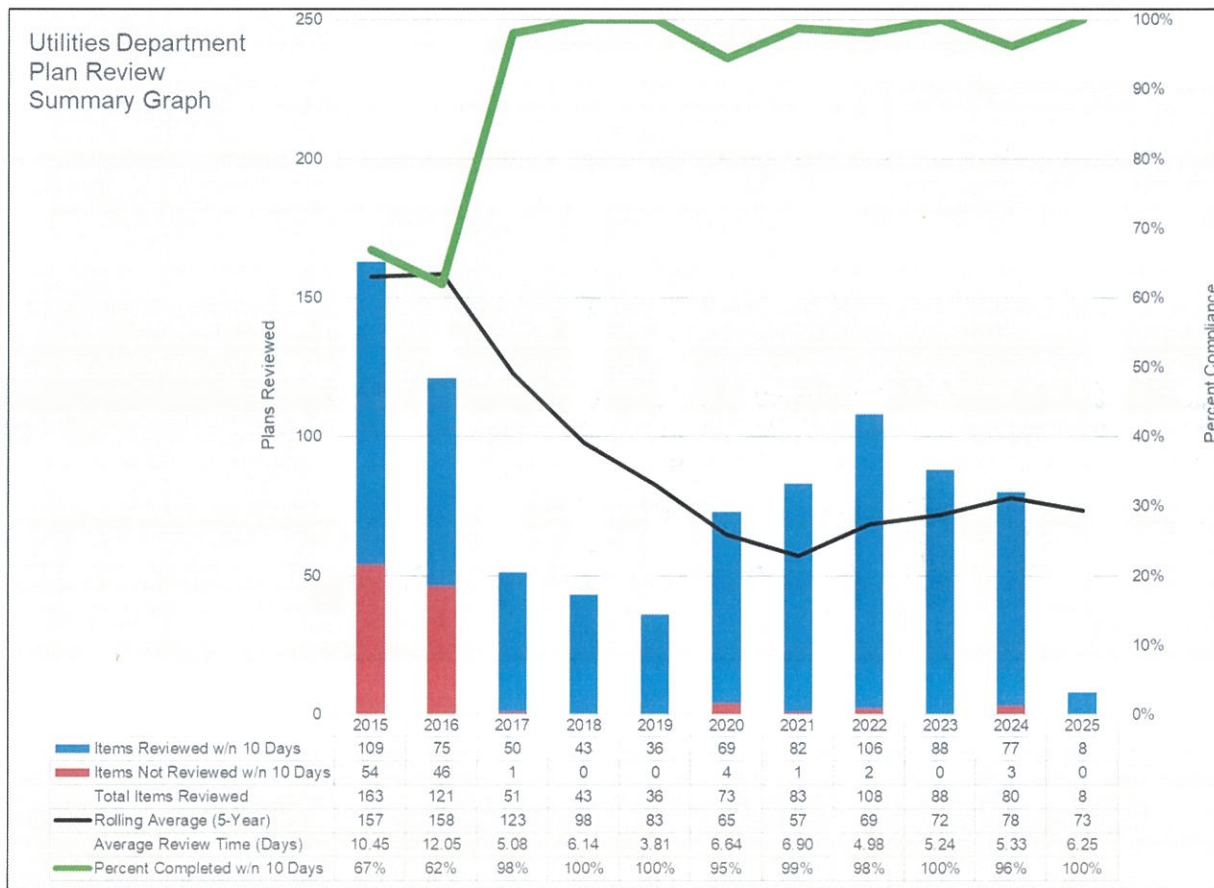
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on three commercial entities last month. No applications were determined to increase wastewater flows over the previous use of the site. For the fiscal year, eleven commercial properties have been reviewed and a total of \$30,143.97 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed (current through date of report preparation).



PLAN REVIEW:

Seven plan sets were reviewed this past month. Staff has reviewed 8 plans for the current fiscal year with an average review time of 6.25 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

0 water well permits were issued for the month of August.

DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY August 2024 SUMMARY
--

	MONTHLY	YEAR-TO-DATE
STORMWATER CONSTRUCTION SW		
INSPECTIONS	80	160
ACTIVE SITES	78	157
CITATIONS	0	0
NOVS	0	0
CDOS	0	0
SWOS	0	0
ECPS	2	4

STORMWATER MS4 OPERATIONS		
ACTION CENTER	2	2
PWSTORMWATER	1	2
CALLS	4	29
OTHER	6	19
TOTAL INQUIRIES	13	38
OUTFALL INSPECTIONS	0	0
MCM 5 INSPECTIONS	65	94
MCM 6/P2 INSPECTIONS	0	0

PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM		
FOG INSPECTIONS	29	50
FOOD LICENSE APPROVAL	4	7
SIU INSPECTIONS	1	1
SIU SITES SAMPLED	4	4
TABLE II MONITORING (%)	1	2
TABLE III MONITORING (%)	3	6

HOUSEHOLD HAZARDOUS WASTE		
HHWF: CARS SERVED	75	135
SWAP SHOP VISITS	5	11
OIL DISPOSED	4900	10045
ANTIFREEZE DISPOSED	900	900
TIRES DISPOSED	10845	25425
HHW MATERIAL COLLECTED	3791	7014.5
E-WASTE: CARS SERVED	0	0
E-WASTE COLLECTED	0	0
TOTAL CARS SERVED	75	145
TOTAL MATERIAL COLLECTED	3791	9102.5

REVENUE		
FOG PROGRAM	\$ 250.00	\$ 550.00
SURCHARGE	\$ 7,504.46	\$ 17,079.10
LAB ANALYSIS RECOVERY	\$ -	\$ -
INDUSTRIAL DISCAHRGE PERMIT	\$ 9,583.28	\$ 23,537.71
TOTAL	\$ 17,337.74	\$ 17,160.94

ACTIVITIES
<i>ECAB</i>
Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
Members meeting with Norman Department heads about mayor's Climate Protection agreement.
Continued work on composting and recycling education
<i>DoERS</i>
Table III samples delivered to Accurate Lab August 1, 2024.
Gates and Boteler I performed a pretreatment inspection for Avara on August 2
Active participant on LTWA Board
Active participant on COSWA Board
Active participant on OCASA Board
Active participant on OKRA Board
Gates and Boteler attended IPR and ECAB meetings on August 21
Chao, Gates, Boteler, Haynes, and Billings attended Hazwoper refresher at MWC , August 22, 2024.
WRF permit renewal meeting was held on August 23, 2024.
Monarch's in Park planning meeting was held on August 26,2024.
Active participation in AIM process
Attended AIM water & wastewater meeting, August 30, 2024.
EV charging stations installations . August 19-20, 2024.
26,400 gallons of FOG were kept out of the collection system.
Active participant in Bishop Creek Watershed Group
Active planning roles for SW-AWWA

Upcoming Events:

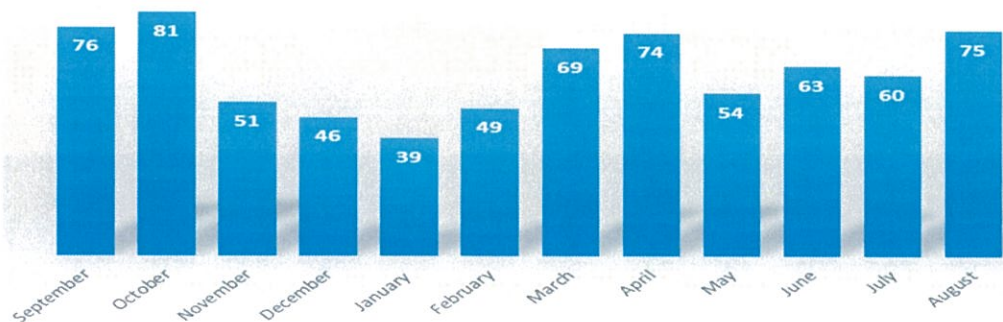
16-Sep OFMA
 22-Sep NAHHMA
 5-Oct Monarchs in the Park
 7-Oct Citizens Academy at HHWF
 12-Oct Blue Thumb Bug Picking (Dave Blue Creek)
 13-Oct SW-AWWA
 20-Oct Ruby Grant Cleanup
 26-Oct Little Event - Colonial Commons
 27-Oct Lake Thunderbird Workshop and Cleanup Event
 29-Oct Compost Conference
 30-Oct Cross-Connection Control Training
 31-Oct Spooky Stormwater Scramble
 4-Nov MS4 Evaluation with DEQ
 9-Nov E-waste Collection
 10-Nov Foraging Class-Field
 16-Nov Foraging Class-Kitchen

Upcoming Projects:

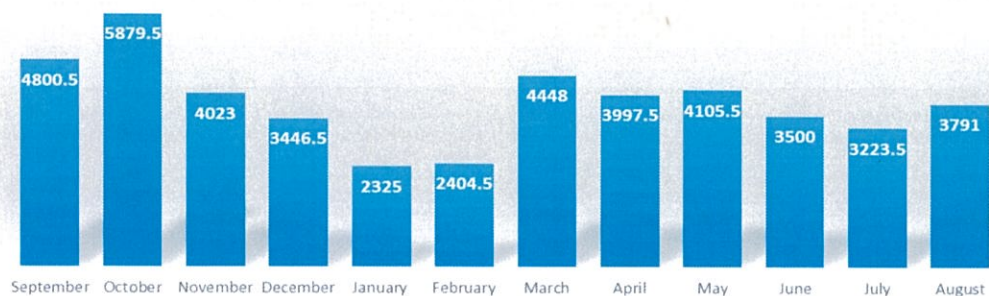
A Better Way
 EECBG
 Green Business Recognition Program

	Cars	Waste (lbs)
Twelve Month Running Total	1689	45944.5
Historical Yearly Average	1289	44673

Number of Facility Appointments



Amount Collected in Pounds at Facility (lbs)



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2025		FYE 2024	
August 2024	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	0	3	1	3
Property Owner Responsibility	18	28	18	30
TOTAL	18	31	19	33
Number of Feet of Sewer Cleaned:				
Cleaned	104,399	208,764	120,992	201,450
Rodded	620	5,241	3,830	7,005
Foamed	60,484	60,484	10,816	68,206
SL-RAT	650	2,825	0	0
TOTAL	166,153	277,314	135,638	276,661
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	1	0	0
Private	0	0	1	1
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	1	1	1
Feet of Sewer Lines Televised	49,288	85,728	32,847	49,497
Locates Completed	322	642	339	603
Manholes:				
Inspected	1,627	2,866	1,458	2,668
New	0	0	0	0
Raised	2	4	3	4
Repaired	4	9	2	3
Feet of Sewer Lines Replaced/Repaired	4.00	4.00	9	13
Hours Worked at Lift Station	44.81	95.54	27	73
Hours Worked for Other Departments	5.57	22.40	1.87	7.20
OJI's	0	0	0	0
Square Feet of Concrete	0	0	0	0
Average Response Time (Minutes)	18.00	18.42	22.00	28.79
Number of Claims	0.00	0.00	0.00	0.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2025		FYE 2024	
August 2024	MONTH	YTD	MONTH	YTD
New Meter Sets:	45	106	25	65
Number Short Sets	45	101	25	65
Number Long Sets	0	5	0	0
Average Meter Set Time	6.68	5.18	6.80	6.09
Number of Work Orders:				
Service Calls	705	1,295	431	793
Meter Resets	1	2	0	1
Meter Removals	3	8	4	4
Meter Changes	102	212	58	87
Locates Completed	622	1,226	448	866
Number of Water Main Breaks	15	29	14	28
Average Time Water Off	2.20	1.80	1.46	1.70
Number of Water Leaks	57	118	93	133
Fire Hydrants:				
New	1	1	0	0
Replaced	2	2	0	0
Maintained	83	143	125	189
Number of Valves Exercised	190	309	79	218
Feet of Main Construction	0	0	10	500
Hours of Main Construction	0	0	787	1,631
Meter Changeovers	0	0	0	5
OJI's	0	0	0	0
Hours Flushing/Testing New Mains	24.00	45	29	42
Hours Worked Outside of Division	0.00	0.00	0	0

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
August 1-31, 2024

Flow Statistics

	FYE 2025		FYE 2024	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	362.8	696.1	326.2	725.6
Total Effluent Flow (M.G.)	348.6	674.1	300.7	658.0
Influent Peak Flow (MGD)	25.0	25.0	10.9	28.3
Effluent Peak Flow (MGD)	24.2	24.2	10.6	27.7
Daily Avg. Influent Flow (MGD)	11.7	11.2	10.5	12.9
Daily Avg. Effluent Flow (MGD)	11.2	10.9	9.7	12.4
Precipitation (inches)	7.8	10.2	1.7	7.6

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

5 day BOD:

Avg.

Avg.

Influent Total (mg/l)	126	195
Effluent Carbonaceous Total	2	2
Percent Removal	98.4	99

Total Suspended Solids:

Influent (mg/L)	171	215
Effluent (mg/L)	11	4
Percent Removal	91.2	98.1

Dissolved Oxygen:

Influent (min)	0.5	0.6
Effluent (min)	8.1	7.5

pH

Influent (Low)	6.1	6.6
(High)	7.1	7.9
Effluent (Low)	6.5	6.9
(High)	7.4	7.4

Ammonia Nitrogen

Influent (mg/L)	27.6	29.2
Effluent (mg/L)	1.3	0.4
Percent Removal	95.3	98.6

Utilities

Electrical

Total kWh Used (Plant wide)	391,080	731,340	366,560	781,520
Aeration Blowers	121,500	235,700	107,400	233,200
UV Facility	65,000	131,000	68,400	137,200

Natural Gas

Total cubic feet/day (plant wide)	120,000	233,000	72,000	181,000
-----------------------------------	---------	---------	--------	---------

Public Education (Tours)

0	0	1	11
---	---	---	----

Total Attendees FYE 25

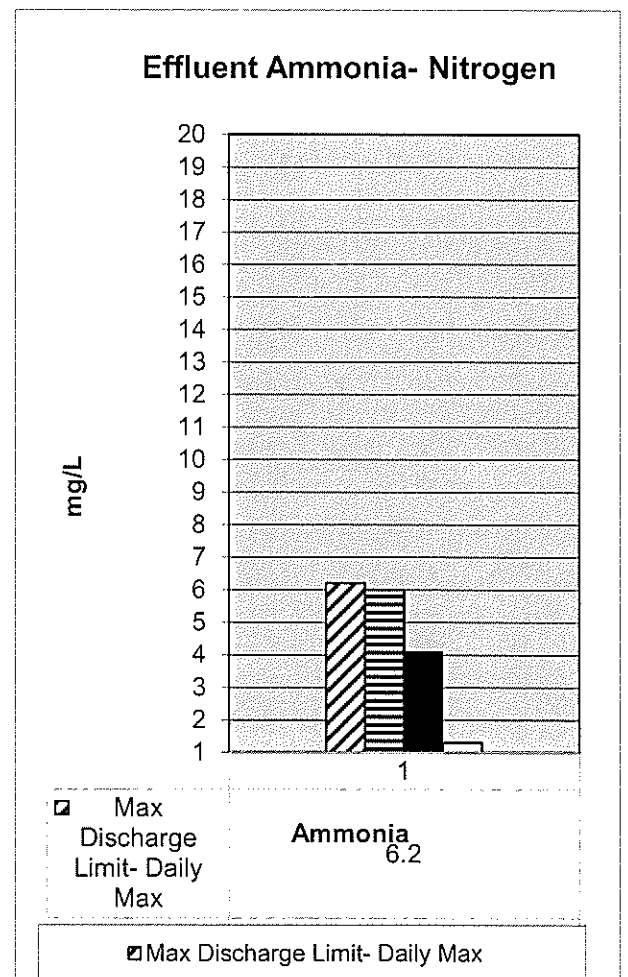
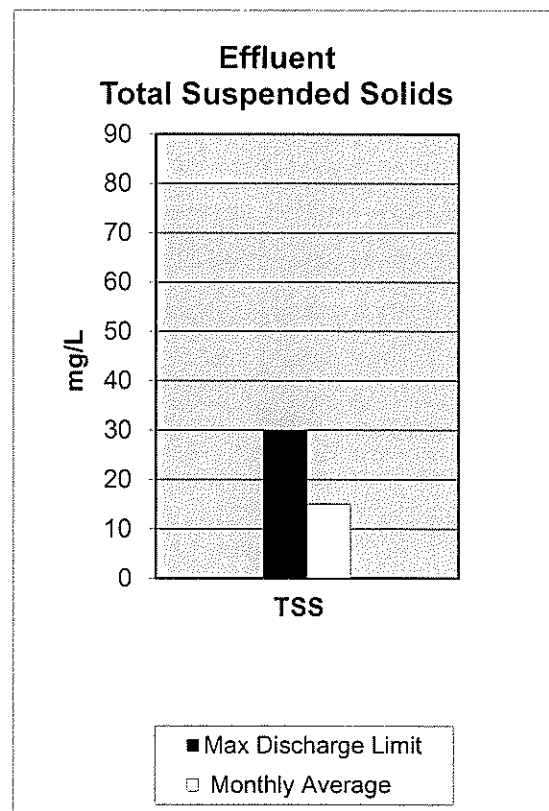
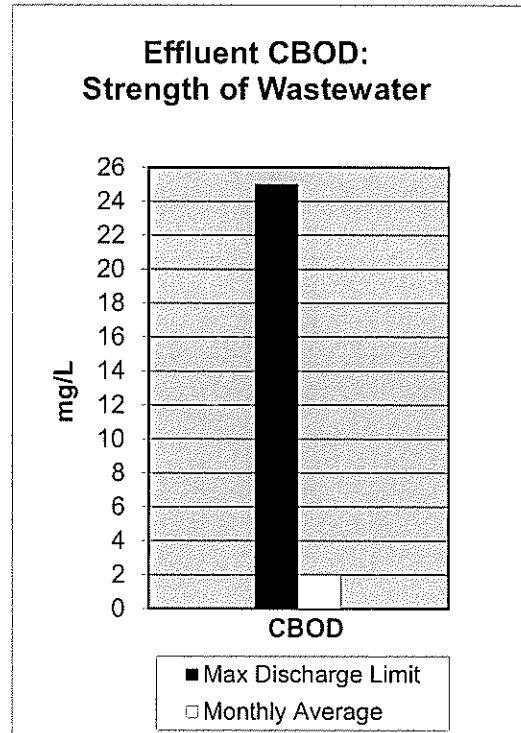
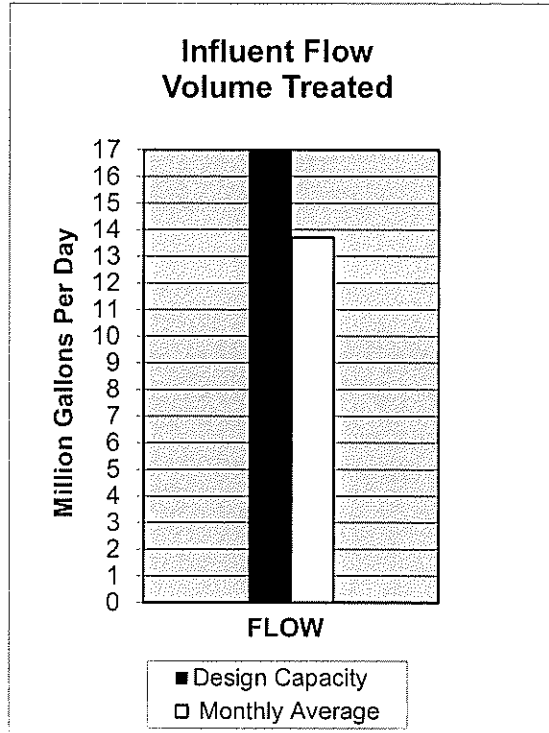
115	108
-----	-----

OU Golf Course

27.4	38.0	16.7	28.1
------	------	------	------

E.coli geometric mean for August 249 MPN (Limit 126 MPN)

CITY OF NORMAN
WATER RECLAMATION FACILITY
August 2024



Comments here

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

WATER TREATMENT DIVISION

MONTH: August-2024

	<u>FYE 2025</u>		<u>FYE 2024</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	486.09	959.09	450.16	889.21
Well Production (MG)	95.45	185.15	172.63	240.45
Oklahoma City Water Used (MG)	30.98	59.69	31.26	61.62
Total Water Produced (MG)	612.52	1203.93	654.05	1191.28
Average Daily Production	19.76	19.42	21.10	19.21

Peak Day Demand

Million Gallons	23.15	23.15	23.21	23.21
Date	8/6/2024	8/6/2024	8/25/2023	8/25/2023
System Capacity (see note 1)	30.34	30.34	25.78	25.78
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00

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

Costs

Plant	\$730,529.53	\$1,473,541.90	\$739,809.80	\$1,435,333.06
Wells	\$239,834.86	\$482,107.83	\$259,143.38	\$480,130.30
OKC	\$110,532.04	\$199,003.63	\$89,146.19	\$189,193.58
Total	\$1,080,896.43	\$2,154,653.36	\$1,088,099.37	\$2,104,656.94

Cost per Million Gallons

Plant	\$1,502.87	\$1,536.39	\$1,643.43	\$1,614.16
Wells	\$2,512.70	\$2,603.92	\$1,501.19	\$1,996.81
OKC	\$3,567.85	\$3,333.79	\$2,851.67	\$3,070.33
Total	\$1,764.67	\$1,789.68	\$1,663.64	\$1,766.72

Water Quality

Bacterial Samples in Compliance	100	201	100	200
Bacterial Samples out of Compliance	0	2	0	0
Total number of inquiries (Note 2)	3	8	4	5
Total number of complaints (Note 2)	2	2	6	9
Number of complaints per 1000 service connections	0.05	0.05	0.15	0.22

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	0	0	1	2

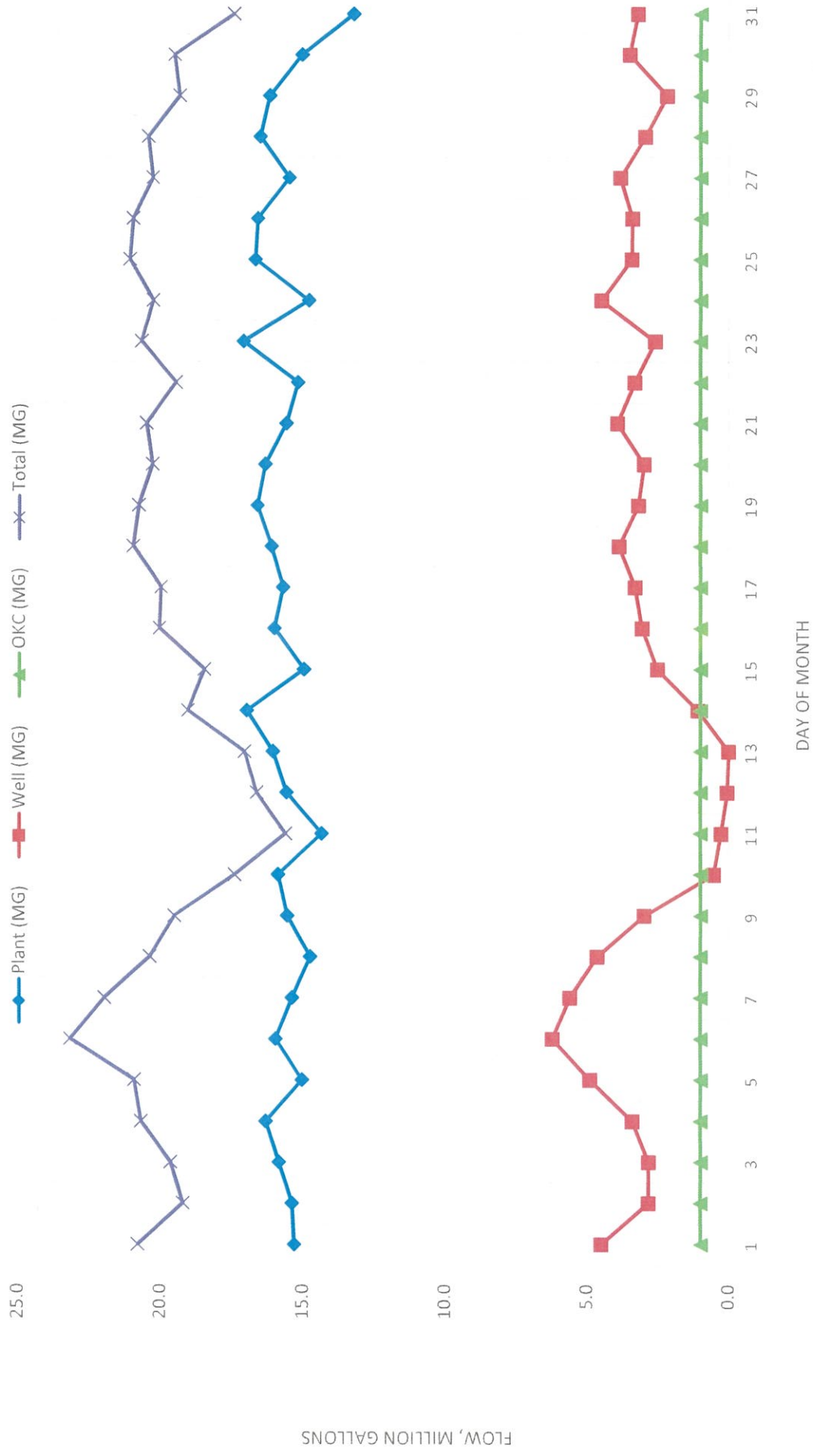
Public Education

Number of tours conducted	1	5	1	1
Number of people on tours	23	54	18	18

Notes:

Staff repaired process water line in lime room. Staff installed 8in back flow protector in pump room.
Tremco preformed repairs on main building room. Line maintenance staff haul gravel to haul road and lagoons.
Well 42 suffered lightening damage. Staff repair LAS feed pump.

WATER PRODUCTION FOR AUGUST 2024



MONTHLY TRANSFER STATION REPORT

August 2024

	TONS PER MONTH	REVENUE PER MONTH
O.U.	485.30	\$26,587.58
STANDARD GATE	1,709.05	\$148,371.48
RESIDENTIAL	192.46	\$9,439.80
TOTALS:	2,386.81	\$184,398.86

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	517.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9462.19
--	---------

# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
--	------

# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
---	------

TOTAL LOADS BROUGHT TO LANDFILLS:	517.00
GRAND TOTAL TONS TO LANDFILLS	9,462.19

DISPOSAL COST PER TON (OKC)	\$21.66
TIPPING FEE'S FOR DUMPING AT OKC:	\$204,951.04
GRAND TOTAL TIPPING FEE'S	\$204,951.04

# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	711.00
---	--------

# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4312.75
--	---------

# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	439.00
--	--------

# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3198.75
---	---------

TOTAL LOADS BROUGHT TO TRANSFER STATION:	1150.00
--	---------

TOTAL TONS BROUGHT TO TRANSFER STATION:	7511.50
---	---------

MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	93.57
---	-------

TOTAL TONS RECEIVED AT TRANSFER STATION	9991.88
---	---------

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2025

	FYE 24		FYE 25	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	0	2	4
<u>On The Job Injuries</u>	0	0	0	0
<u>Bulk Pickups</u>	35	35	50	100
<u>Refuse Complaints</u>	103	103	90	180
<u>New Polycarts Requests</u>	84	84	58	116
<u>Polycarts Exchanges</u>	6	6	5	10
<u>Additional Polycart Requests</u>	76	76	78	156
<u>Replaced Stolen Polycarts</u>	24	24	39	78
<u>Replaced Damaged Polycarts</u>	91	91	86	172
<u>Polycarts Repaired</u>	34	34	39	78

COMPOST MONTHLY REPORT

AUGUST 2024

MONTH

TONS BROUGHT IN BY COMPOST CREWS:	385.28
LANDFILL TIPPING FEE'S	\$ 21.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 8,345.16

TONS BROUGHT IN BY PUBLIC:	2,000.00
TONS BROUGHT IN BY CONTRACTORS :	2,500.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	200.00
LANDFILL TIPPING FEE'S	\$ 21.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 101,802.00

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 110,147.16
---	---------------

REVENUE COLLECTED FROM COMPOST SALES:	\$340.00
REVENUE COLLECTED FROM GATE SALES:	\$12,060.00

TOTAL TONS COLLECTED	5,085.28
----------------------	----------

MULCH CUBIC YDS

MONTH

COMPOST CUBIC YDS

MONTH

PARKS DEPT.	
ROAD & CHANNEL	
LINE MAINTENANCE	
STREET DEPT.	
WATER TREATMENT	
MURPHY PRODUCTS OKC	
SELF LOADING BIN	
DRYING BEDS	0
COMPOST SOLD BY CUBIC YARDS	
MULCH SOLD BY CUBIC YARDS	3,900
TOTAL:	3,900

12
0
102
12

