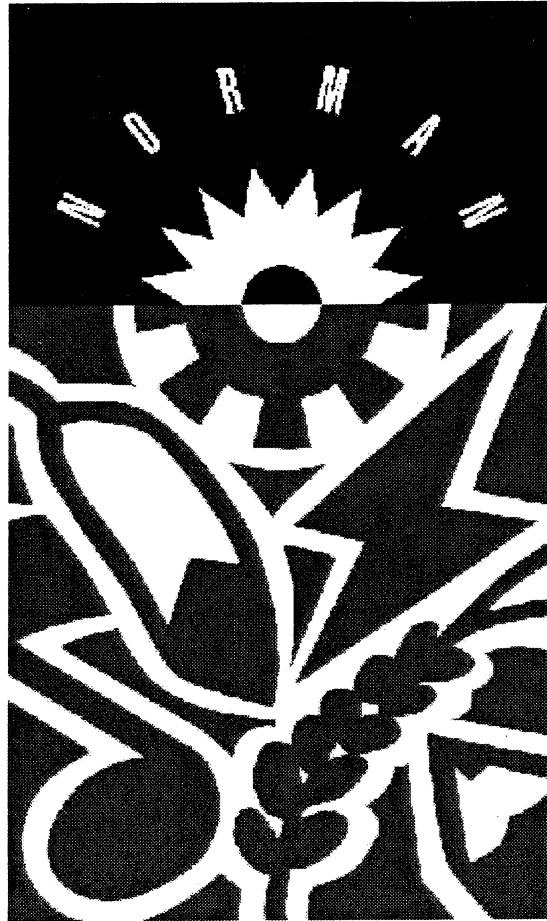


City of Norman



Monthly Departmental Report

November 2021

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK**MONTHLY PROGRESS REPORT****November 2021****ACTION CENTER**

DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	8	22	0	13
Bus Service	0	3	0	0
CDBG	16	39	0	7
City Clerk	41	382	0	55
City Manager/Mayor	7	29	2	16
City Wide Garage Sale	0	205	0	6
Code Enforcement	16	212	0	23
Finance	4	100	0	3
Fire/Civil Defense	2	10	0	1
Human Resources	3	14	0	0
I.T.	11	32	0	0
Legal	2	23	0	5
Line Maintenance	10	65	2	7
Municipal Court	4	21	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	12	86	2	10
Permits/Inspections	31	167	3	14
Planning	9	72	0	1
Police/Parking	13	102	5	61
Public Works	17	71	1	7
Recycling	0	0	0	0
Sanitation	36	188	1	14
Sidewalks	1	5	0	2
Storm Debris	0	0	0	0
Storm Water	5	39	2	9
Streets	14	90	3	11
Street Lights	7	40	0	0
Traffic	18	78	1	4
Utilities	36	104	2	11
WC Questions	0	0	0	0
WC Violations	0	0	0	0
November Total: 347	323	2199	24	280

LICENSES

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

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	6
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	0	1	Retail Wine	0	6
Distiller	0	0	Salvage Yard	0	0
Food	2	24	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	2	7
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	2	12
Kennel	0	0	Solicitor/Peddler (one day)	0	2
Medical Marijuana Dispensary	0	9	Special Event	0	3
Medical Marijuana Grower	6	17	Strong Beer & Wine/Winemaker	0	1
Medical Marijuana Processor	0	4	Taxi/Motorbus/Limousine	3	3
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	0	1	Temp Food (one day)	1	8
Mixed Beverage/Caterer	0	5	Temp Food (30 day)	2	10
Pawnbroker	0	0	Temp Food (180 day)	0	11
Pedicab	0	0	Transient Amusement	0	0
YTD License Total: 131	8	61		10	70

NEW ESTABLISHMENT LICENSES

NAME	ADDRESS	LICENSE TYPE(S)
Cannahoma	712 Research Parkway Blvd, Ste 104	Medical Marijuana Grower
Directseed Distribution	3501 Wellsite Dr, Ste 115	Medical Marijuana Grower
Grassland Farms and Laboratory	3305 E. Lindsey Street	Medical Marijuana Grower
I Drive Norman (x3)	4008 Bluestem St.	Taxi Cab/Limo/Motorbus
Longbottom Leaf (x2)	3103 N Flood Ave.	Medical Marijuana Grower

SOLICITOR/PEDDLER LICENSE

60 DAY	30 DAY	1 DAY
Hail Free Solutions	Triple Diamond Construction	
777 Roofing & Construction	Wiggins, Jon	

TEMPORARY FOOD PERMITS

180 DAY	30 DAY	1 DAY
	Cappuvvino	Squatchmoe's
	Riko's Tacos	

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
11/04/21	OGE	Alleged that on or about 02/12/21 the City of Norman was doing water work and damaged an OG&E cable in the area of Monnett Ave. and E. Duffy Ave.	Undetermined
11/12/21	Shaz Investment Group,LLC	Alleges that by denying the rezoning application for property next to Eagle Cliff South, they are being denied due process, property is being taken without just compensation. Suing for allowance of use of property as per the application and recovery of costs and Attorney fees.	\$75,000.00 and rezoning
11/16/21	Martin Flores	Allegedly, a City of Norman Employee struck Plaintiff in the head with Wheel loader bucket causing Plaintiff to fall forcefully to the ground in the area of 3901 Chautauqua Ave.	Greater than Jurisdictional limit
11/22/21	Poly Pipe, Inc.	Claim on Payment Bond for equipment rental on construction of Fire Station located 1380 DaVinci. Flintco hired Elite Star who hired Ricardo Ruiz Construction who allegedly rented equipment from Poly Pipe, Inc. that was used on this project.	\$73,2367.02
11/29/21	Genia Adair	Due to City's approval of neighbor's pool, this allegedly caused a shift in rainwater runoff to property, damaged wood floors, and required a french drain to alleviate flooding problem.	\$13,584.55
11/29/21	Nathan Masters	Due to ongoing line maintenance in the area of 404 Atterberry Drive, Plaintiff is alleging this caused plumbing issues/blockages and he is filing for compensation of plumber's charges for flushing lines.	\$91.00

STUDY SESSION

On November 2, 2021, City Council met in Study Session for an Update to the RAFTELIS Study regarding connection fees and a future water rate increase. Additionally, there was discussion regarding the lease and/or sale of property located at 101, 112, 113, 115, 116, and 118 West Gray Street.

On November 16, 2021, City Council met in Study Session for continued discussion regarding the lease and/or sale of property located at 101, 112, 116, 115, 116, and 118 West Gray Street. Additionally, there was discussion regarding status of the FYE 2022 Capital Improvements Program and Budget and preparation of FYE 2023 Capital Improvements Program Budget.

SPECIAL SESSION

On November 9, 2021, City Council met in Special Session to discuss the use of consensual, authorized electronic signatures and electronic records that comply with the requirements of the Oklahoma uniform electronic transaction act and city policy in city transactions and communications.

On November 16, 2021, City Council met in Special Session for a public hearing on a resolution recommending ward boundary changes from the Reapportionment Ad Hoc Committee meeting. After the public hearing was closed, the meeting went into a discussion and consideration of the adoption of a resolution retaining or adjusting current ward boundaries in accordance with criteria in the Charter and as set forth in U.S. Supreme Court and Oklahoma Supreme Court Jurisprudence.

FINANCE COMMITTEE

On November 18, 2021, the Finance Committee met and discussed the FYE 2021 City of Norman Audit, status of the FYE 2022 Capital Improvements Program Budget and preparation of FYE 2023 Capital Improvements Program Budget. The Monthly Revenue and Expenditures Report was discussed and the Open Positions Report was submitted.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On November 4, 2021, the Business and Community Affairs Committee met and discussed streeteries in downtown Norman.

CITY MANAGER

2

NORMAN FORWARD 2A



Memorandum

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

From: Randy Hill, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 12.07.2021

Re: November 2021 Monthly Report

REPORT PERIOD: November 1 through November 30, 2021

WORK THIS MONTH

1. Monday, November 1, 2021 | 11:00 a.m. | Young Family Athletics Center-Monthly Update
 - a. Monthly discussion of project schedules, budgets, and critical issues
2. Monday, November 1, 2021 | 2:30 p.m. | Senior Center Finish Materials
 - a. Review of Interior finishes
3. Monday, November 1, 2021 | 5:00 p.m. | Senior Center Ground Breaking
 - a. Ground Breaking event
4. Tuesday, November 2, 2021 | 10:00 p.m. | YFAC - ADG/FSB Coordination
 - a. Meeting with FSB to facilitate coordination of contract documents
5. Thursday, November 4, 2021 | 1:00 p.m. | Indoor Aquatic and Multi-Sport QC Concerns Mtg.
 - a. Discussion of documents going out to bid
6. Thursday, November 4, 2021 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
 - a. Discussion of programming issues on the Senior Wellness Center Project
7. Monday, November 8, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
8. Monday, November 8, 2021 | 11:00 a.m. | YFAC – Steel Discussion
 - a. Meeting with FSB to facilitate coordination of contract documents
9. Monday, November 8, 2021 | 3:30 p.m. | YFAC - ADG/FSB Coordination
 - a. Discussed steel connections information on contract documents
10. Wednesday, November 10, 2021 | 9:30 a.m. | North Base Complex Bi-Monthly Update Call
 - a. Discussion of project schedule, budgets, and critical issues
11. Wednesday, November 10, 2021 | 10:00 a.m. | Municipal Complex Development Center OAC Mtg
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
12. Wednesday, November 10, 2021 | 2:00 p.m. | YFAC Bid Opening
 - a. Bid opening for GMP #2
13. Thursday, November 11, 2021 | 1:00 p.m. | Indoor Aquatic and Multi-Sport QC Concerns Mtg.
 - a. Discussion of documents going out to bid
14. Monday, November 15, 2021 | 9:00 a.m. | Reaves Park RCB Mtg.
 - a. Discussion of reinforced concrete box
15. Monday, November 15, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues

16. Monday, November 15, 2021 | 1:30 p.m. | YFAC – Steel Discussion
 - a. Meeting to discuss steel lead times
17. Tuesday, November 16, 2021 | 11:00 a.m. | YFAC - ADG/FSB Coordination
 - a. Discussed steel connections information on contract documents
18. Wednesday, November 17, 2021 | 9:00 a.m. | YFAC Cost Estimate
 - a. Meeting to discuss cost estimate update
19. Thursday, November 18, 2021 | 1:00 p.m. | ECOC Meeting
 - a. Discussion CMAR selection process
20. Thursday, November 18, 2021 | 1:00 p.m. | Indoor Aquatic and Multi-Sport QC Concerns Mtg.
 - a. Discussion of documents going out to bid
21. Thursday, November 18, 2021 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
 - a. Discussion of programming issues on the Senior Wellness Center Project
22. Friday, November 19, 2021 | 9:00 a.m. | Reaves Park OAC
 - a. Discussion of project schedule, budgets, and critical issues
23. Monday, November 22, 2021 | 9:00 a.m. | Reaves Park Phasing
 - a. Discussion of project phases
24. Monday, November 22, 2021 | 1:00 p.m. | North Base Complex Fleet flooring
 - a. Discussion of flooring condition
25. Monday, November 22, 2021 | 3:30 p.m. | YFAC - ADG/FSB Coordination
 - a. Discussed steel connections information on contract documents
26. Tuesday, November 23, 2021 | 1:00 p.m. | Senior Wellness Center Design Items
 - a. Discussion of Senior Wellness Center follow-up
27. Monday, November 29, 2021 | 10:00 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
28. Tuesday, November 30, 2021 | 9:00 a.m. | YFAC – Budget and VE List
 - a. Discussed current budget and accepted VE items
29. Tuesday, November 30, 2021 | 2:00 p.m. | YFAC – Furniture
 - a. Discussed furniture and FF&E layouts

Construction Observation Site Visits:

- a. Municipal Complex, Development Center: 2
- b. North Base: 12
- c. Ruby Grant: 4
- d. YFAC: 6

WORK ANTICIPATED THE UPCOMING MONTH (December 2021)

- Griffin Park Ph. 5
 - CMAR Interviews
- Central Library
 - Contractor working on open warranty items and leaks.
- Reaves Park
 - Construction in progress
- North Base Complex
 - On-site interviews for Davis Bacon compliance
 - Proceed to Substantial Completion
- Indoor Aquatic and Multi-Sport Facility
 - Earthwork in progress

Memorandum

12.07.2021

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

Page 4 of 4

Re: November 2021 Monthly Report

ADG Project No. 16-003

- b. Budget: Budget alignment in progress
 - c. Issues: NRHS Porter Campus Master Plan
 - Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: None
-

SUBMITTED BY: ADG – Randy W. Hill

FINANCE 3

CITY OF NORMAN

Department of Finance Monthly Report – November 2021

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

Treasury Division:

In the month of November, the Treasury Division processed 41,784 payments in person and over the phone, an increase of 5.04% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 11,403 payments in November, an increase of 1.4% from last month.

Utility Services Division:

The Meter Reading Division read 41,813 meters. Out of 77 meter reading routes, 70 (91%) were read within the targeted 30-day reading cycle. 73 routes (95%) were read by the 31st day, and all routes were read by the 33rd day. Twenty-four routes were estimated in November.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of November by 5%. Revenues from the City's largest single source of revenue, sales tax, are above target by 20% for the year to date and 24.2% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 22 Budget To Date	FYE 22 Actual To Date	FYE 21 Actual To Date	FYE 20 Actual To Date
Sales Tax Revenue	\$19,232,378	\$23,069,751	\$18,568,398	\$17,175,836
General Fund Revenue	\$36,979,964	\$38,836,899	\$43,159,216	\$32,310,624
General Fund Expenses	\$38,189,947	\$34,284,763	\$39,887,246	\$39,110,290

Administration Division

	FYE 22		FYE 21	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,760.00	320.00	1,760.00
Total Comp Time Available	14.25	42.00	2.75	14.25
Total Overtime Hours	0.00	0.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	334.25	1,802.50	322.75	1,774.25
Benefit Hours Taken	64.00	259.25	76.25	321.00
TOTAL ACCOUNTABLE STAFF HOURS	270.25	1,543.25	246.50	1,453.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 22		FYE 21	
	November	YTD	November	YTD
Total Regular Hours Available	1,024.00	5,344.00	960.00	5,280.00
Total Comp Time Available	13.25	26.00	0.50	13.00
Total Overtime Hours	0.75	97.25	18.50	65.25
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	 1,038.00	 5,467.25	 979.00	 5,358.25
Benefit Hours Taken	179.50	719.50	244.00	626.50
 TOTAL ACCOUNTABLE STAFF HOURS	 858.50	 4,747.75	 735.00	 4,731.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 22 November	FYE 22 October	
Total Revenue Received (\$)	\$5,544,709	\$5,666,820	(\$122,111)
Utility Payments - Office (#)	41,784	39,778	2,006
Utility Payments - Office (\$)	\$4,664,076	\$4,966,324	(\$302,248)
Lockbox (#)	12,732	11,852	880
Lockbox (\$)	\$1,223,866	\$1,225,876	(\$2,010)
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$11,403	\$11,249	\$154
Paymentus (\$)	\$1,576,035	\$1,702,327	(\$126,292)
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	14,633	13,822	811
Bank Draft Payments (\$)	\$1,541,551	\$1,704,875	(163,324)
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	72	91	(19)
Processed Return Checks (\$)	(\$9,390)	(\$9,488)	\$98
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$666,757	\$71,190	\$595,567
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$104,967	\$149,293	(\$44,326)
Municipal Court - Credit Card (#)	318	439	(121)
Municipal Court - Credit Card (\$)	\$55,305	\$81,168	(\$25,863)
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$195,582	\$547,000	(\$351,418)
Building Permits Credit Card (#)	329	332	(3)
Building Permits Credit Card (\$)	\$143,000	\$211,292	(\$68,292)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$2,830	\$2,919	(\$89)
Occupational License - Bldg Insp. CC (#)	14	26	(12)
Occupational License - Bldg Insp. CC (\$)	\$1,330	\$2,569	(\$1,239)
Business License - City Clerk (\$)	\$3,808	\$10,108	(\$6,300)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$70,607	\$322,948	(\$252,341)

Budget Services Division

	FYE 22		FYE 21	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,759.50	320.00	1,760.00
Total Comp Time Available	1.50	6.00	4.00	4.00
Total Overtime Hours	0.00	0.50	0.00	1.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	321.50	1,766.00	324.00	1,765.00
Benefit Hours Taken	34.75	258.75	42.25	195.50
TOTAL ACCOUNTABLE STAFF HOURS	286.75	1,507.25	281.75	1,569.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 22		FYE 21	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	639.00	3,968.25	800.00	4,400.00
Total Comp Time Available	0.00	68.75	25.50	114.75
Total Overtime Hours	35.50	200.00	17.00	92.00
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	674.50	4,237.00	842.50	4,606.75
Benefit Hours Taken	135.25	574.25	113.50	653.75
TOTAL ACCOUNTABLE STAFF HOURS	539.25	3,662.75	729.00	3,953.00
 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

UTILITY 3C

Utility Division

	FYE 22		FYE 21	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,464.00	13,046.00	2,560.00	14,757.00
Total Comp Time Available	115.50	160.25	15.50	145.00
Total Overtime Hours	13.25	515.50	317.50	1,247.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,592.75	13,721.75	2,893.00	16,149.75
Benefit Hours Taken	350.00	2,153.00	464.00	2,549.50
TOTAL ACCOUNTABLE STAFF HOURS	2,242.75	11,568.75	2,429.00	13,600.25
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

Office Services

	FYE 22		FYE 21	
	November	YTD	November	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	319.00	1,757.75	320.00	1,760.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	29.00	170.75	26.25	169.00
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	 348.00	 1,928.50	 346.25	 1,929.00
Benefit Hours Taken	24.00	276.25	48.25	131.25
 TOTAL ACCOUNTABLE STAFF HOURS	 324.00	 1,652.25	 298.00	 1,797.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

Drive-up Window and Mail Payments

	FYE 22 October	FYE 22 November
Mail Payments - Lockbox	14,752	15,041
Mail Payments - Office	23	23
Mail Payments - Subtotal	14,775	15,064
Night Deposit	156	216
Click-to-Gov Payments	0	0
Paymentus Payments	11,852	12,732
IVR Payments	0	0
Without assistance payments - Subtotal	12,008	12,948
Drive-up window & inside counter	2,522	2,535
Credit Card machine payments (swipe)	0	0
Credit Card machine payments (phone)	0	0
With assistance payments - Subtotal	2,522	2,535
Total Payments Processed - Subtotal	29,305	30,547
Bank Draft (ACH) Payments	10,319	10,995
Total Payments (Utility)	39,624	41,542
Total Convenience Fees - all Payments	0	0
Grand Total Payments	39,624	41,542

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

	FYE 22		FYE 21	
	November	YTD	November	YTD
Number of Meters Read	38,542	192,763	41,140	143,513
New Service	615	3,874	469	3,896
Request for Termination	643	3,794	461	3,780
Delinquent On(s)	275	1,138	222	1,036
Delinquent Offs	288	1,190	167	1,233
Collect Deposit Tags Hung	0	0	0	60
Collect Deposit Cut Offs	0	0	0	12
Blue Tags	0	0	0	77
Number of Meters Re-read	1,384	5,642	746	3,294
Meters Cleaned	4	85	0	291
Customer Assists	0	0	0	277
Meters Pulled	0	6	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	62	191	39	289
TOTAL	41,813	208,683	43,244	157,758

Utility Division Activity Report

	FYE 22		FYE 21	
	November	YTD	November	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,868	217,788	44,673	218,314
New Ons	660	4,021	486	5,260
Final Accounts Billed	546	3,397	477	3,514
TOTAL ACCOUNTS BILLED	45,074	225,206	45,636	227,088

FIRE DEPARTMENT

4



NFD Monthly Progress Report November 2021

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	27	1.87%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.07%
3 - Rescue & emergency	842	58.27%
4 - Hazardous Conditions (No Fire)	33	2.28%
5 - Service Call	137	9.48%
6 - Good Intent Call	283	19.58%
7 - False Alarm & False Call	89	6.16%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.14%
Incomplete Reports	31	2.15%
Total Incident Count (Unique Calls)	1445	100.00%
Number of Total Unit Responses	1854	

Total Fire Loss \$1,581,500.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	303	283	0:04:43
Station #2	199	333	0:05:33
Station #3	263	359	0:05:59
Station #4	164	316	0:05:16
Station #5	57	562	0:09:22
Station #6	38	525	0:08:45
Station #7	147	393	0:06:33
Station #8	83	280	0:04:40
Station #9	187	362	0:06:02

Community Outreach

Tours and Special Events	6	Fire Safety Visits, Community Play in the Park, HS Bonfire, Homecoming Parades
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Burn Permits

Burn Permits Issued	88	Total of 5 burn days
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Training

Total Personnel Training Hours	2034.7	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

November 2021

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Chief 301	17	3	1	1	4		2	5	1	
Chief 302	18	1	2	4			1	4	3	3
Chief 303	17	1	2	2				6	1	5
Chief 304	8			3	1			2	1	1
Chief 401	19	1	2	3	1	5	3	2		2
Chief 402	19		1	3		2	2	4	2	5
Chief 403	10	1	1	1			1		1	5
Chief 404	7	1					2	3		1
Engine 1	326	292	5	5	1		3	10	1	9
Brush 1	5	2	1	1			1			
Ladder 1	26	7	2	3	1			7	3	3
Engine 2	210		195	3	3			7	1	1
Brush 2	2		2							
Ladder 2	27	3	5	3	1			7	4	4
Engine 3	283	7	3	263	2		1	3		4
Brush 3	2			1			1			
Engine 4	183	2	6		163			8	4	
Tanker 4	1							1		
Engine 5	20			1		15	4			
Brush 5	61					57	4			
Engine 6	27		1			5	20			1
Brush 6	46		1			6	38			1
Rescue 7	1			1						
Squad 7	183	8	6	7	6			145	6	5
Brush 7	1				1					
Engine 8	97		1		5			8	83	
Tanker 8	2						1		1	
Engine 9	206	7		2	1	2	4	5		185
Brush 9	5					1	3			1
Tanker 9	9					2	5		1	1
HAZMAT	1			1						
EMS1	11	3			1			2		5
Fire Marshal 5	5	1					3			1
Fire Marshal 6	2					1			1	
Fire Marshal 7	1	1								
	1858	341	237	308	191	96	99	229	114	243

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
November 2021**

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits/Development Review Team		23	37
Inspections		21	25
Citizen Calls for Information		7	6
Training	NFPA - Plan Review Codes	3	12
Meetings		10	11
Fire Investigation	Reports and Research	2	10
Totals		66	101

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
November 2021**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections			
Activites	Notes	Number	Staff Hours
Inspections		56	29.5
Re-Inspections		14	9.5
Total Inspections		70	39

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries		6	
Smoke Detectors Installed		8	4


Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		19	16
Fire Education Classes		1	2

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)		7	9
Code Violation Complaints			
Investigations		4	4
Investigative Activities		9	18
Miscellaneous/Special			

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division	Comments: November 2021
Regular Monthly Scheduled Activities	Unless otherwise noted all meeting are held at the Norman Fire Training Center 2207 Goddard Ave, Norman, OK
Each morning at 7:00 am, a silent test of the outdoor warning system is conducted	The test provides an operational snapshot of the status of the system. This information provides information if a unit needs maintenance and if it is operating properly
Each Monday morning at 10:00 am, the National Weather Service conducts a video call regarding the upcoming weekly weather.	This call has the option for video participation and telephone call in. It is primarily for the Emergency Management of jurisdictions, school, State offices involved in EM, Tribes and other entities tasked with severe weather operations. It is not intended for the general public nor is this just a weather forecast. This time allows for interaction with the NWS about concerns that directly affect the local jurisdiction so they may better prepare for incoming weather.
Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club (SCARS, www.w5nor.org) at the Fire Training Center (South Canadian Amateur Radio Society)	The club mentors other HAMS, works on projects and equipment, provides general support to the City and Public on Amateur operations
Each Wednesday Morning 9:15 am	Radio test with State Emergency Management. This tests the local and statewide capability for voice communication to the State office and to other jurisdictions.
Each first Thursday evening of the month is amateur radio testing night at 6:00 pm	Open to the public, the club provides the opportunity for the community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing. Effective date is TBD

Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance. Residents can assist by “Adopting a Pole” and reporting the siren status they adopt at the website www.w5nor.org	Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.
Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support. Collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps	The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.
Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross	Meetings are conducted at the Fire Training Center and usually held on an as needed basis.
Other Emergency Management Activities	
Planning of the 2022 Youth Preparedness Camp to be held at Northeastern University in Tahlequah, OK is underway. Dates are July 16-22, 2022. In January 2022, active recruitment will begin for students and volunteer adults. The initial walk through and planning meeting was conducted on November 4, 2022	In 2019, the first youth preparedness camp was held at NSU in Tahlequah. 35 students from around the state participated and supported by 25 adults. This program trained students in two primary areas. 1: The Citizens Emergency Response Training program and a course of Community Preparedness Training. Students and staff were housed in the dorms and logistic support was provided by NSU emergency Management. The course was very robust and kept the students and staff highly engaged in training and learning hands on skills critical in disaster operations. The FEMA Region 6 representative indicated the camp was the best he had seen so far. The camp was nationally recognized by Bill Bischof, FEMA Region 6, National Preparedness Division

 Camp Poster Rough Draft Edit (DW).doc	https://community.fema.gov/story/Summer-Camps-Turn-Teens-into-Preparedness-Leaders?lang=es%2F
The Norman Art Walk conducted each second Friday contacted the EM Division for support of a cooling station.	In August of 2021, Norman response volunteers established 2 mister fans opposite corners of each other which provided a quick relief for numerous attendees at the Art walk. Since then volunteers have been present during the evening providing preparedness literature and answer questions regarding severe weather operations.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333. During the COVID response by the health department the MRC was vital in operating numerous points of distribution for the vaccine injections. More than 3000 volunteer hours were provided during the height of the response.	On November 16, 2021, the Emergency Management Coordinator met with the State Coordinator and the Cleveland County Local Response Coordinator (LRC) to discuss the reorganization of the health departments and the management of the MRC Unit. Cleveland County is now assigned to take care of solely Cleveland County. Previously they supported 5 counties. The reassignment identifies the health department as Region 10, Cleveland County. This will assist in the collaboration of the MRC unit and will continue to enhance the Norman Emergency Volunteer response.
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	
Disaster DR-4222 2015	Federal portion paid, State portion of \$91,808.32 is pending
Disaster Dr-4575 October 2021	The initial FEMA review has been completed and forwarded to the State EM for review. The State has requested additional information and the request was given to the Division (12-09-2021) to provide their portion of the requested information.

Disaster 4587 February 2021	The initial application to FEMA was opened. The process of gathering, reviewing and submitting documentation is ongoing and should have the first FEMA review done by end of January 2022.
Mitigation Grant Status	
Norman Safe room grant program	The State Office of Emergency Management has under gone several personnel changes. The COVID pandemic compounded the state's office and ability to continue work to close out this grant. They have hired a new grants manager and the EM Division will continue to work with the state to finish the grant.

HUMAN RESOURCES

5

HUMAN RESOURCES

Monthly Report

November 2021

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Processed invoices and reconciled expense accounts
- Prepared City Manager letters & Appreciation Certificates for City Manager signature (Employee Recognition event held in January)
- Ordered recognition pins and gift brochures for Employee Recognition event
- Reconciled final report for 2021 United Way Campaign and submitted to UW

BENEFITS

- Conducted fourteen (14) new hire, one (1) rehire, and one (1) PPT orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciled health, dental, and supplemental products
- Fielded over 150 phone calls to discuss benefits, claims, and Open Enrollment
- Processed Open Enrollment changes for health, dental, and supplemental products
- Webex meeting with Healthy Merits regarding EHealth Biometrics for 2022 Wellness Program
- Meeting with Gallagher representatives regarding 2022 Strategy & Planning for CON Benefit Services
- Individually assisted several employees with Billing/EOB concerns and retirement questions
- ACA partial review of data for year-end reporting - Reviewing 800+ records for accuracy

PERSONNEL ACTIONS

New Hires – 16

Dept./Div.	Position	Number of Employees
City Clerk	Administrative Technician III	1
Finance	Municipal Accountant I	1
Planning/Dev Svs.	Permit Technician	1
Planning/Admin.	Planner I	1
Planning/Admin.	Administrative Technician III	1
Utilities/Water Treatment	Plant Operator	2
Public Works/Stormwater	Stormwater Program Specialist	1
Public Works/Fleet	Emergency Vehicle Mech II	1
Public Works/Transit	Transit Planner and Grants Spec.	1
Police/Patrol	Police Officer	1
Police/Animal Welfare	Animal Welfare Tech	1
Parks/Park Maint.	Maintenance Worker I	3
Parks/Recreation	Recreation Technician (PPT)	1

Separations – 9

Dept./Div.	Position	Number of Employees
Finance/Utilities	Meter Reader	1
Utilities/Water Treatment	Plant Operator	3
Fire/Training	Fire Training Officer	1
Parks/Admin	Forester	1
Police/Animal Welfare	Shelter Veterinarian	1
Police/Emergency Comm.	Communications Officer II	1
Public Works/Fleet	Fleet Welder	1

Promotions – 10

Dept./Div.	Position	Number of Employees
Utilities/Water Reclamation	Administrative Technician III	1
Finance/Utilities	Utility Billing Service Rep	1
Public Works/Streets	Heavy Equipment Operator	1
Fire/Suppression	Fire Driver Engineer	7

SURVEYS

Responded to City of Lawton and Tulsa Compensation Surveys.

RECRUITMENT**Accepted applications for the following positions:**

Department/Division	Position
Finance/Meter Services	Meter Reader
Finance/Treasury	Customer Service Rep I
Human Resources	Director of Human Resources
Information Technology	Systems Support Technician
Parks & Recreation/Park Maintenance	Maintenance Worker I
Parks & Recreation/Recreation-Irving	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Little Axe	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Whittier	Recreation Technician (PPT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Planning & Community Dev./CDBG	Emergency Shelter Case Manager (PT)
Planning & Community Dev./Planning Services	Planner I
Police/Animal Welfare	Animal Welfare Center Manager
Police/Animal Welfare	Veterinary Technician
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Staff Services	Police Records Clerk
Public Works/Engineering	Capital Projects Engineer
Public Works/Engineering	City Surveyor
Public Works/Fleet	Fleet Service Technician
Public Works/Fleet	Maintenance Worker I
Public Works/Fleet	Mechanic II
Public Works/Stormwater	Maintenance Worker I
Public Works/Streets	Maintenance Worker I
Public Works/Streets	Maintenance Worker II
Public Works/Transit	Administrative Technician III

Public Works/Transit	Transit Planner and Grants Specialist
Public Works/Transit	Transit Support Technician (PPT)
Utilities/Environmental Services	Household Hazardous Waste Coordinator
Utilities/Line Maintenance	Line Maintenance Division Manager
Utilities/Line Maintenance	Utility Distribution Worker I
Utilities/Sanitation	Sanitation Worker I
Utilities/Sanitation	Sanitation Worker II
Utilities/Water Reclamation Facility	Custodian (PPT)
Utilities/Water Reclamation Facility	Temporary Laborer (PT)
Utilities/Water Treatment Plant	Plant Operator D
Utilities/Water Treatment Plant	Temporary Laborer (PT)

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	320	Written Exams	1
Phone	425	Practical Testing/Assessment Center	1
Mail	210	Panel Board Interviews	13
Email	235	Promotions	3
Total Subscribers on E-mail Vacancy List	1605	Oral Interviews	3
Total Page Views for HR Website	5,685	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	28	Advertisements Placed	29
Pre-Employment Drug Screens	17	Applications Received	670
Pre-Employment Physicals	12	Job Announcements Emailed	68
Pre-Employment OSBI	14	Job Announcements to CON Depts.	405

TRAINING AND DEVELOPMENT

Conducted training for fourteen (14) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

Provided Advanced Supervisory Academy Session 2 on the topic of Performance Reviews for 34 employees in management, supervisory, lead and crew chief roles from various departments. The course covered the City of Norman's performance evaluation system and methods for measuring employee performance.

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

SAFETY

- Safety material documents were sent to divisions each week
- Conducted one (1) Return to Work meeting for Sanitation
- Conducted one (1) Fitness for Duty meeting for Police
- Conducted fourteen (14) new employee orientations
- Conducted safety meeting at Animal Welfare covering Bloodborne Pathogens, Hazard Communication, and Fire Extinguisher Safety

Recordable Injuries – 5

Dept./Division	Nature of the Injury	Activity	Prognosis
Finance/Meter Services	Numbness in hand & fingers	Repetitive usage of hand over the years	Work restrictions
Fire/Suppression	Strained hernia	Strained lower abdomen area lifting patient from bed to cot	Will be evaluated by surgeon
Public Works/Streets	Non-displaced fracture of the right wrist	Strap from tire jammed wrist when it was released	Work restrictions
Public Works/Streets	Left ankle sprain	Sprained ankle stepping off sweeper truck into a hole	Work restrictions
Public Works/Traffic	Lower back strain	Strained lower back lifting portable sign stand	Off work for 2 weeks

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

2021	2020	2019	2018	2017	2016
60	57	65	71	59	69

Vehicle Collisions: 2

Division	Description of Collision	Status
Utilities/ Line Maint.	While heading south on Robinson, an individual pulled out from the 7-11 parking lot hitting City vehicle on front passenger side	“No Fault”
Utilities/ Sanitation	After servicing container, driver turned right to exit parking area & clipped car parked next to curb	“At Fault”

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

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

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
Monthly Report – November 2021.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, Advanced Utilities for utility billing, Munis for Payroll, and is currently in the implementation phase and Tyler EAM for Work Orders, as well as Intellitime for Time and Attendance. Munis for HR Module has completed. CityView for Planning and Permits began May 2021.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	Ongoing: FYE18 funding of new core switching has been approved and switches have been installed. IT Network staff are in implementation and testing of networking and security appliances Q1 of 2021.

Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilites Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a redundant loop for the WTP and EOC incase of lost service from the main connection.	Awaiting Approval possible launch in FYE22
New Building construction support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Planning
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress
IT Security training efforts for all network and email users at the City of Norman.	Increase the knowledge and stay current on all new and rapidly changing cyber-attack methods so that the CoN network is protected by every employee who uses the network and email.	Ongoing

Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	In Progress
Installation of fiber optic cable along 12th Avenue SE from Highway 9 to Cedar Lane Road with a switch at a new signal at Campus Crest Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Expected completion in Q1 or Q2 2019
Installation of fiber optic cable along 12th Avenue NE from Robinson Street to Alameda Street with switches at Main Street, Norman Public Schools Bus Barn, and Morren Drive.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	In Progress
Installation of fiber optic cable along 12th Avenue NE from Rock Creek Road to Robinson Street with switches at Rock Creek Road and a modified traffic signal at High Meadows Drive	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	
Installation of fiber optic cable along Classen Boulevard from Highway 9 to Cedar Lane Road with switches at new signals at Ann Branden Boulevard, Renaissance Drive, and Southlake Boulevard.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of November 2021.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 14 emails from the groups shown were sent from city servers using city resources – of those 18,222 were delivered to outside mailboxes for the month of November 2021. The city servers generated mass communications to Norman citizens of 18,222 messages from only 14 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 334,434 attempted incoming and 96,217 outgoing messages for the month of November 2021. Incoming messages totaling 148,440 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 44% of our inbound mail. This percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of a significant amount of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of November 2021, the City of Norman's web site had 78,277 individual web sessions access the web site for 171,591 total page views. Of those sessions, 42,250 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through the second quarter of 2022. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), Finance software (Munis), Utility Billing software (CIS Infinity), and Payroll (Munis). Human Resource Management (HRM), and EAM for Work Orders is our focus for the Months of Feb through July/August 2021. Daily work continues on these systems as well as additional training and configuration on the Utility Billing software. Server installation and configuration for Planning and Community Services (CityView) application began in May of 2021. The COVID-19 pandemic had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada). The final phase of our software upgrades, City View, is expected to be completed by the end of FYE22 or the start of FYE23.

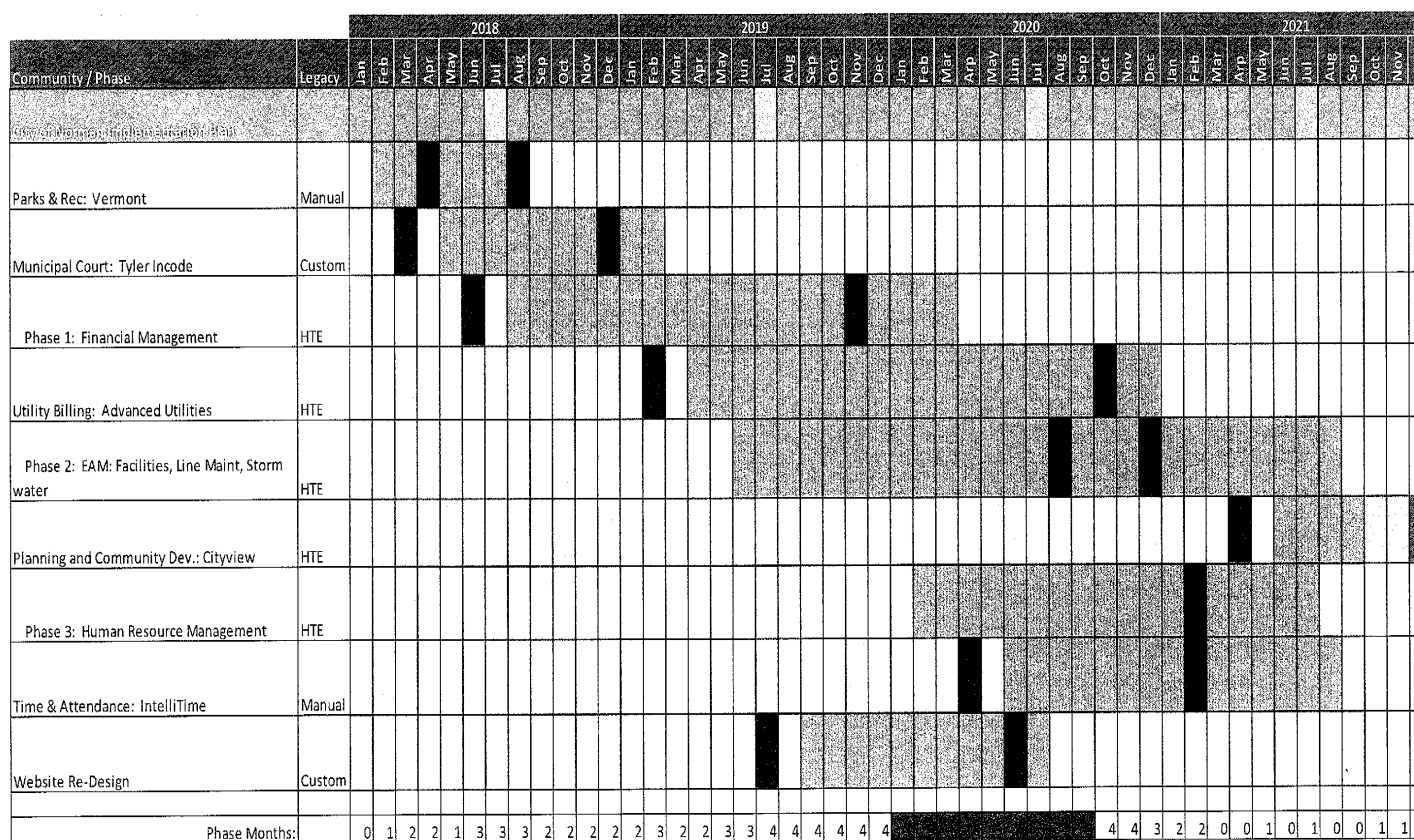


Table 1

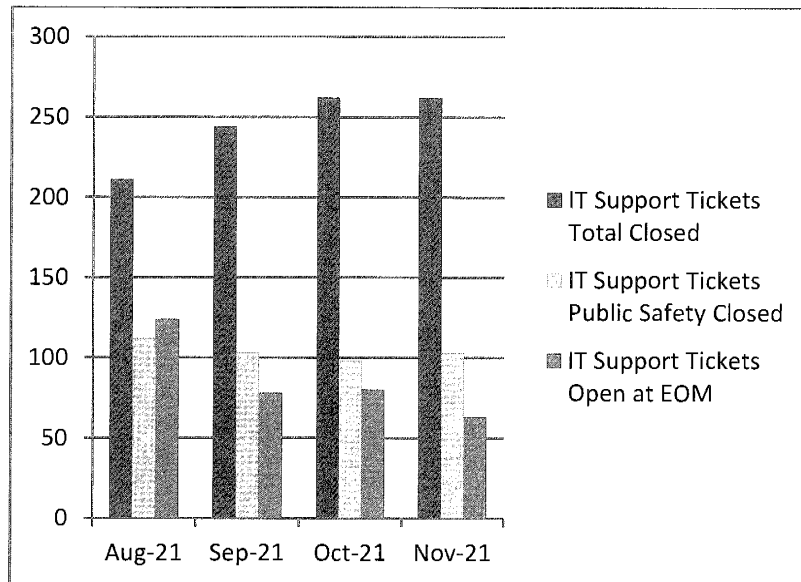


Table 2

Nov 2021 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	17	4	68
Job Posting	1600	4	6400
Norman News	1959	6	35064
Totals	3576	14	18222



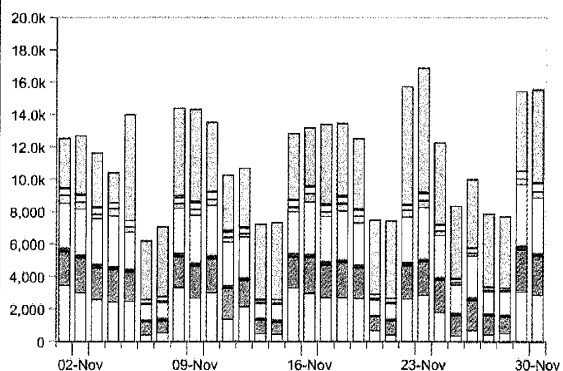
Executive Summary

ironport.example.com

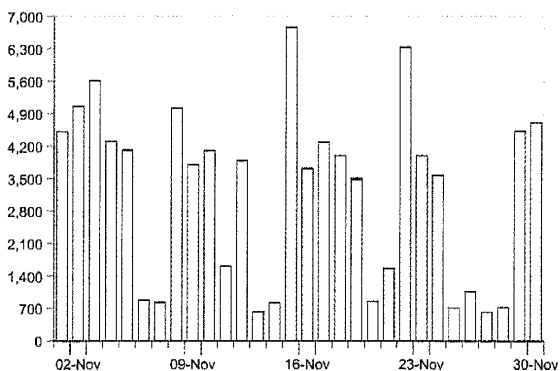
01 Nov 2021 00:00 to 30 Nov 2021 23:59 (GMT -06:00)

Data in time range: 100.0 % complete

Incoming Mail Graph



Outgoing Mail Graph



Incoming Mail Summary

Message Type	Percentage	Count
<input checked="" type="checkbox"/> Stopped by IP Reputation Filtering	41.0%	136,952
<input checked="" type="checkbox"/> Stopped by Domain Reputation Filtering	0.5%	1,548
<input type="checkbox"/> Stopped as Invalid Recipients	0.0%	8
<input type="checkbox"/> Spam Detected	2.9%	9,610
<input type="checkbox"/> Virus Detected	0.0%	66
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	38
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	124
<input checked="" type="checkbox"/> Stopped by Content Filter	0.0%	94
<input checked="" type="checkbox"/> Stopped by DMARC	2.5%	8,403
<input checked="" type="checkbox"/> S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	44.4%	148,440
<input type="checkbox"/> Marketing Messages	21.2%	70,916
<input checked="" type="checkbox"/> Social Networking Messages	1.3%	4,458
<input checked="" type="checkbox"/> Bulk Messages	15.2%	50,910
Total Graymails:	37.8%	126,284
<input type="checkbox"/> S/MIME Verification/Decryption Successful	0.0%	0
<input type="checkbox"/> Clean Messages	17.9%	59,710
Total Attempted Messages:		334,434

Outgoing Mail Summary

<input type="checkbox"/> Spam Detected	0.0%	0
<input type="checkbox"/> Virus Detected	0.0%	0
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	0
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	0
<input checked="" type="checkbox"/> Stopped by Content Filter	0.1%	91
<input checked="" type="checkbox"/> Stopped by DLP	0.0%	0
<input type="checkbox"/> Clean Messages	99.9%	96,227
Total Messages Processed:		96,318

Hard Bounces	1.9%	1,854
Delivered	98.1%	94,363
Total Messages Delivered:		96,217

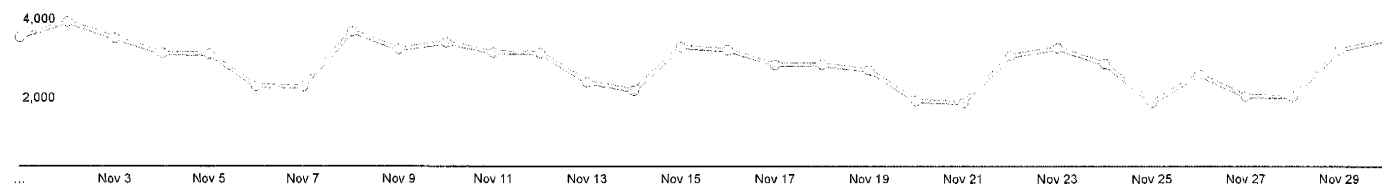
Site Traffic

Nov 1, 2021 - Nov 30, 2021

All Users
100.00% Sessions

Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	78,277 % of Total: 100.00% (78,277)	2.19 Avg for View: 2.19 (0.00%)	171,591 % of Total: 100.00% (171,591)	51,599 % of Total: 100.00% (51,599)	42,250 % of Total: 100.05% (42,230)	43.41% Avg for View: 43.41% (0.00%)	00:01:33 Avg for View: 00:01:33 (0.00%)
1. 02	3,660 (4.68%)	2.14	7,841 (4.57%)	3,244 (4.74%)	1,993 (4.72%)	50.22%	00:01:35
2. 08	3,423 (4.37%)	2.20	7,532 (4.39%)	3,011 (4.40%)	1,921 (4.55%)	44.49%	00:01:29
3. 01	3,274 (4.18%)	2.23	7,302 (4.26%)	2,855 (4.17%)	1,606 (3.80%)	40.29%	00:01:32
4. 03	3,246 (4.15%)	2.15	6,977 (4.07%)	2,853 (4.17%)	1,733 (4.10%)	44.79%	00:01:43
5. 30	3,213 (4.10%)	2.36	7,574 (4.41%)	2,776 (4.06%)	1,629 (3.86%)	37.13%	00:01:32
6. 10	3,144 (4.02%)	2.25	7,066 (4.12%)	2,660 (3.89%)	1,587 (3.76%)	41.51%	00:01:39
7. 15	3,033 (3.87%)	2.33	7,082 (4.13%)	2,605 (3.81%)	1,541 (3.65%)	39.40%	00:01:32
8. 23	2,998 (3.83%)	2.17	6,492 (3.78%)	2,659 (3.89%)	1,730 (4.09%)	44.26%	00:01:29
9. 09	2,968 (3.79%)	2.24	6,634 (3.87%)	2,559 (3.74%)	1,532 (3.63%)	41.07%	00:01:38
10. 16	2,951 (3.77%)	2.35	6,948 (4.05%)	2,540 (3.71%)	1,503 (3.56%)	38.53%	00:01:33

Rows 1 - 10 of 30

MONTHLY REPORT - LEGAL DEPARTMENT

**November 2021 Report
(Submitted December 10, 2021)**

MONTHLY HIGHLIGHTS:

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

This case arises out of the denial of certificates of appropriateness for three windows that the plaintiff replaced on a house in the Chautauqua Historic District. In the prior appeal, the court held that the City was required to allow Mr. Easley to request a variance and an appeal before the Board of Adjustment. Mr. Easley filed a request for a variance and an appeal with the BOA. Mr. Easley's request for a variance and his appeal were denied by the BOA. Mr. Easley failed to timely appeal the BOA's decisions to district court and the district court dismissed Mr. Easley's appeal. On November 2, 2021, the Court of Civil Appeals affirmed the district court's ruling. Mr. Easley has asked the Oklahoma Supreme Court to consider the issue. Thus, this case will remain on the Monthly Report until the Oklahoma Supreme Court issues a ruling.

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

This case arises out of the denial of a zoning request by Golden Tribe LLC. The district court affirmed Council's decision and Golden Tribe appealed. On November 5, 2021, the Court of Civil Appeals affirmed the district court's ruling. Golden Tribe did not request review by the Oklahoma Supreme Court, and thus the mandate has been issued. Consequently, 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

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

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

Harmon, Toby, Shane Dodson, Tammi Dodson v. City of Norman, Jeff Robertson, Case No. 18-6187; CIV-18-688-HE (K)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

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

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

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

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

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

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

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

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

City v. Stachmus, Aaron & Anglin, Bryson, CJ-2021-445

Easley v. City of Norman, CJ-2015-304 T; Case No. 117292 (Convenience Fee) (K)

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

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

Martin Florez v. City of Norman & John Doe, CJ-2021-1051

This case was filed on November 12, 2021. It arises out of personal injuries alleged to have been sustained at the City's Transfer Station.

Caleb Fulton v. Loyal Reich, Reich Dozer Services, LLC, City of Norman, Board of County Commissioners of Cleveland County, State of Oklahoma, CJ-2020-797 (K)

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

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

City v. Lonnie Hodges, CV-2020-2922

The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)

McCarver v. City of Norman, CJ-2013-128 TS (K)

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

This case was filed on October 20, 2021, and served on the City in November 2021. The application requests the return of 13 pounds of marijuana that was recovered from burglary suspects. The district court is currently considering whether the return of this property is prohibited by Oklahoma law.

Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)

Shaz Investment Group, LLC v City of Norman, CJ-2021-1044 (K)

This case was filed on November 9, 2021. It arises out of Council's denial of a request for an amendment to the Land Use and Transportation Plan to accommodate a proposed residential development.

Walling v. Norman Regional Health System, et al, CJ-2014-874 (K)

B. Condemnation Proceedings

City of Norman v Chastain Oil Company, a Corporation, et al., CV-2015-677 (M)

City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)

City of Norman v. Tietsort Revocable Trust, et al., CJ-2013-775 (M)

City of Norman v Apex Properties, LLC, et al., CJ-2021-221 (M)

City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M)

City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M)

City of Norman v. Ronald A. Ashley, et al., CJ-2021-337 (M)

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)

Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M)

Mortgage Clearing Corporation v. Doiron, et al., CJ-2014-1459 (M)

D. *Municipal Court Appeals*

E. *Small Claims Court*

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

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

A. *Grievance & Arbitration Proceedings (K)*

This office has assisted with the following grievances:

AFSCME Grievance FYE 21-02 – (COVID-19 Leave)

AFSCME Grievance FYE 21-05 – (Brooks & Stephens)

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

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

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

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

IAFF Grievance FYE 22 – (Battalion Chief)

IAFF Grievance FYE 22 – (Intellitime)

IAFF Grievance FYE 22 – (Chris Koscinski Termination for Disability)

IAFF Grievance FYE 22 – (Jesse Baldwin – Written Reprimand)

IAFF Grievance FYE 22 – (Jonathan Wilk – Written Reprimand)

B. *Equal Employment Opportunity Commission (EEOC)*

None

C. *Contested Unemployment Claims (OESC)*

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through November 2021. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22
JULY	640	545	*275	35	23	11	15	16	7
AUG	683	444	236	10	11	9	15	14	5
SEPT	497	520	263	17	10	9	14	13	5
OCT	581	325	269	23	4	12	18	7	6
NOV	390	259	228	9	0	2	11	6	6
DEC	444	279		25	6		12	7	
JAN	522	134		32	3		15	0	
FEB	597	178		22	1		13	0	
MAR	420	270		22	6		7	5	
APR	104	420		0	6		0	13	
MAY	137	507		2	10		0	13	
JUNE	528	422		25	0		9	11	
TOTALS / YTD	5,543	4,303	1,271	222	80	43	129	105	29

* Correction

WORKERS' COMPENSATION COURT

The total number cases pending as of November 2021 are 17. During the month of November, there were no new workers compensation cases filed. One settlement was approved by Council on November 9, 2021. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 22 CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES
Fire	Suppression	3	1	2	2	4
Parks/Rec.	Park Maintenance	1				1
Parks/Rec	Westwood Pool	1	1			
Planning	Development Services					
Police	Animal Welfare	3		2	1	
Police	Patrol	7	3	1	2	1
Police	Administration					
Public Works	Street Maintenance	1		1	1	3
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1			1	
Utilities	Sanitation					
TOTALS		17	5	6	7	9

List of Pending Cases

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

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

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

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

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

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

Baskeyfield, Henry L. v. City of Norman, CM-2020-03971 A

(Police/Animal Control/AWO, Low Back)

A settlement in the above case was approved by Council on November 9, 2021 and will no longer appear on the monthly report.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(Fire, Suppression, Firefighter, Back)

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

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

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

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

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

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

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

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

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

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

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through November 2021.

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

CURRENT CLAIM STATUS	FYE 22 TO DATE	FYE 21	FYE 20	FYE 19
Claims Filed	22	63	71	56
Claims Open and Under Consideration	8	0	0	0
Claims Not Accepted Under Statute/Other	2	10	11	8
Claims Paid Administratively	3	11	13	10
Claims Paid Through Council Approval	1	7	14	12
Claims Resulting in a Lawsuit for FY	0	3	1	4
Claims Barred by Statute (No Further Action Allowed)	0	23	32	22
Claims in Denied Status (Still Subject to Lawsuit)	8	9	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>NOVEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	274		1652	796		3966
Non-Traffic	178		973	201		1289
SUB TOTAL	452		2,625	997		5,255
Parking	487		3229	539		2557
GRAND TOTAL	939		5,854	1,536		7,812

CASES DISPOSED

	<u>NOVEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	406		2135	686		4557
Non-Traffic	211		883	170		1124
SUB TOTAL	617		3,018	856		5,681
Parking	529		4163	355		1660
GRAND TOTAL	1,146		7,181	1,211		7,341

REVENUE

	<u>NOVEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>NOVEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	\$ 24,325.40		\$ 214,415.21	\$ 70,754.04		\$ 461,504.74
Non-Traffic	\$ 10,407.54		\$ 106,385.53	\$ 20,493.38		\$ 123,717.99
SUB TOTAL	\$ 34,732.94		\$ 320,800.74	\$ 91,247.42		\$ 585,222.73
Parking	\$ 19,235.00		\$ 138,222.26	\$ 8,091.00		\$ 39,363.00
GRAND TOTAL	\$ 53,967.94		\$ 459,023.00	\$ 99,338.42		\$ 624,585.73

MUNICIPAL COURT - MONTHLY REPORT
November 2021

JUVENILE COMMUNITY SERVICE PROGRAM

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

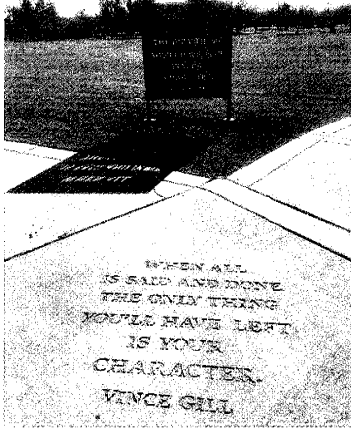
MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 45 new cases and closed 41 cases during the month of November 2021. 3 Mediations were held.

PARKS AND RECREATION 9

Park Planning Activities November 2021

NORMAN FORWARD Andrews Park:



The new public art piece, titled “In Their Words” was dedicated on Friday, November 12, at 5:00 as part of the 2nd Friday Art Walk that takes place every month in the Walker Arts District downtown. Public art is a part of most NORMAN FORWARD projects; and the committee appointed for Andrews Park chose OKC artist M J Alexander to produce the park-wide project that includes etchings in the sidewalks of the park of quotes of famous people from Norman. Those selected include Dr. George Henderson, Nadia Comaneci, Vince Gill, and James Auchiah. The Mayor and several members of the public attended the unveiling and toured Andrews Park, to see each of the

pieces located in several different locations at major walkway intersections. Many are visible and readable from the road to passing motorists.

NORMAN FORWARD Reaves Park:



Flintco Construction continued working in the unseasonably warm weather on the improvements to the youth baseball/softball complex and the adult softball fields at the park. Work progressed on the north parking lot improvements off of Timberdell Road which serve the existing adult fields—which will from now-on host youth and adult games. We are also working to build the new loop park road

that will provide access to the new interior parking lots and the new youth baseball 4-plex that will be built in the space currently occupied by our park maintenance facility. The project is expected to last 14 months, with different areas of the park being fenced-off from the public as we go, in order to keep everyone safe, and the site secure. This NORMAN FORWARD project to improve Reaves Park will make the park home for all youth and adult baseball and softball, once complete. The project has been closely coordinated with the annual Medieval Fair, which occurs every April at the park. The area for the fair will remain mostly un-changed in this phase of work; but any changes that are made will be planned as part of the fair setup from now on.

Neighborhood Parks:

We have advertised for proposals to replace the play equipment at Cherry Creek Park, while we also work to upgrade park furniture and signage city-wide as part of the Norman Forward Neighborhood Park Improvements Project.

NOVEMBER 2021
RECREATION DIVISION
MONTHLY REPORT

Senior Center: The Norman Senior Center saw a monthly attendance of 713. Global Insurance hosted a Medicare Information seminar on Monday, November 1, 2021. On Wednesday, November 10th, 18 patrons traveled to the First Americans Museum and ate lunch afterwards. TRIAD hosted Bingo on Wednesday, November 17th and on Thursday, November 18th, the Ceramics group hosted their annual Thanksgiving Luncheon with approximately 15 in attendance. The center was closed on Thursday and Friday, November 25th and 26th in observance of the Thanksgiving Holiday.

Little Axe Community Center: The Head Start program currently has 11 children enrolled and the after school program has six students enrolled. Meals on Wheels is available citizens in the Little Axe Community and Norman Regional Hospital prepares the meals daily. The Little Axe Community Center put together and distributed 21 Thanksgiving Baskets to Community members. The Little Axe Community Center held a Thanksgiving Community Dinner at the Center on Wednesday, November 24th and 15 citizens were in attendance.

12th Avenue Recreation Center: The 12th Avenue Recreation Center's After School Program ran three weeks in the month of November averaging 29 students per day. Students completed Thanksgiving themed holiday crafts & participated in decorating the after school room. Students were surprised when a hedgehog was brought in to play with for the day. The center also held a Thanksgiving break camp from the 22 - 24th and had 17 registered campers. The Center's adult basketball league had 9 regular season games played throughout November. Momleta is a new fitness class at the Center, and is scheduled MWF at 9:15 a.m., for moms of all ages & stages that combines core, cardio and strength for a full body workout. Kids 4 and under can come with their moms and stay in a stroller during workout. November 14th, the Center partnered with IMMY Labs & hosted a vaccination pod that had over 200 people receive their 1st, 2nd, or Booster dose of the COVID-19 vaccine. This pod was one of the first to offer doses to kids age 5-11 & all participants received a \$25 gift card to a local Norman restaurant and a voucher for a food truck at the pod.

Irving Recreation Center: Irving Recreation Center had 1 facility rental this month. Captivating my Creative Culture (CCC) hosted a series of free art classes for middle school and high school students at Irving. Athletes Global hosted a 6 week Cheer & Hip-Hop class at Irving for youth ages 6 & up. Free tutoring for youth in grades K-8th is offered on Wednesdays from 6-7pm. The Red Dirt Collective organization hosted community wide Mutual Aid Fair at the Irving Recreation Center on Saturday, November 20th. Hundreds of patrons in the community were in attendance. This free event offered such things as free groceries, bike repairs, brake light repairs, free clothing, and other resources.

Whittier Recreation Center:

The Junior Jammer Basketball fall 2021 league continued this month; this program is coed & is for player's ages 5-13 years old. Teams played games at the Whittier and Irving Recreational Centers once a week beginning in October. This league will have a post-season tournament & will end by Thanksgiving Break. Participants enrolled online at www.juniorjammer.com, called the Whittier Recreation to enroll over the phone or visited the Center to enroll in person. There were scholarships available to those who qualified. The 2022 winter league opened for registration this month online and in person & the league will begin at the end of January. Whittier Middle School basketball games began this month. The schools booster club is running the concession this season for the first time. The staff is here during the games to assist with any issues in the building. The after school program continued this month. We offered homework time, gym games, STEAM learning activities, board games, arts & crafts, movies, free meals/snacks and much more! The City of Norman Parks & Recreation Department has officially become a licensed DHS Community Hope Center and are now accepting DHS subsidy payments. The program is currently full with 30 students and there is a current waiting list. The clogging class was held on Tuesdays and Thursdays this month along with Tippi Toes who offered dance classes on Wednesday nights.

FACILITY ATTENDANCE:

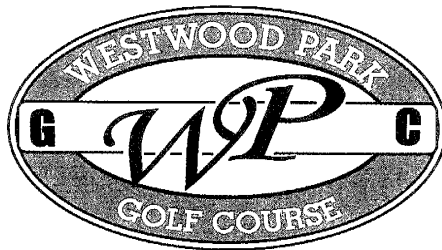
	Month	Year to Date
Senior Center (includes congregate meals)	713	4,055
Little Axe Community Center	622	1,529
12th Avenue Recreation Center	2,089	6,560
Irving Recreation Center	2,307	7,147
Whittier Recreation Center	2,185	5,990
Reaves Center	300	1,500
Tennis Center	2,844	16,576

NOVEMBER 2021
PARK MAINTENANCE DIVISION

Park Maintenance crews performed routine trash removal, restroom/shelter cleaning & landscape maintenance in City parks. Crews prepared for the Annual Winterfest Celebration at Legacy Park & the Andrews Christmas Tree Lighting.

SAFETY REPORT	FYE-22MTD	FYE-22YTD		FYE-21MTD	FYE-21YTD
On-The-Job Injuries	0	0		1	3
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours	Hours YEAR-TO-DATE		Total Man Hours	Hours YEAR-TO-DATE
Mowing	70.50	460.00		0.00	358.00
Trim Mowing	410.00	2763.50		0.00	2832.50
Chemical Spraying	4.00	208.00		5.00	193.00
Fertilization	0.00	16.00		0.00	12.00
Tree Planting	0.00	0.00		0.00	1.00
Tree & Stump Removal	0.00	51.00		16.00	36.00
Tree Trimming/Limb Pick-Up	84.00	340.00		703.00	1561.00
Restroom/Trash Maintenance	0.00	40.00		0.00	763.50
Play Equipment Maintenance	0.00	253.00		0.00	114.00
Sprinkler Maintenance	78.00	357.00		0.00	129.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	0.00	0.00		0.00	189.00
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	469.00		18.00	36.00
Park Development	52.00	104.00		0.00	0.00
Special Projects	0.00	3.00		0.00	268.50
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	54.50	394.25		78.00	493.00
Seeding/Sodding	19.01	59.27		3.00	30.00
Ballfield Maintenance/Marking	0.00	0.00		0.00	0.00
Fence Repairs	0.00	0.00		271.00	278.00
Equipment Repairs/Maintenance	21.00	138.00		178.00	776.75
Material Pick-Up	0.00	0.00		0.00	42.50
Miscellaneous	0.00	0.00		0.00	461.00
Shop Time	13.00	276.00		0.00	111.00
Snow/Ice Removal	77.00	553.50		9.00	123.00
Christmas Lights	278.00	278.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	62.00	522.00		0.00	54.00
Graffiti Clean-Up	129.00	552.75		12.00	75.00
Water Fountains	28.00	150.00		0.00	10.00
Inground Trash	0.00	0.00		0.00	0.00
Vector Control	0.00	122.00		0.00	144.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



NOVEMBER 2021

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	NOV FYE'22	NOV FYE'21
Regular Green Fees	474	561
Senior Green Fees	229	297
Junior Fees	38	38
School Fees (high school golf team players)	229	35
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	488	383
Employee Comp Rounds	249	194
Golf Passport Rounds	0	0
9-Hole Green Fee	83	84
2:00 Fees	14	93
4:00 Fees	153	201
Dusk Fees or 6:00 Fees	56	72
PGA Comp Rounds	3	2
*Rainchecks (not counted in total round count)	15	5
Misc Promo Fees (birthday, players cards, OU student)	561	568
Green Fee Adjustments (fee difference on rainchecks)	2	5
Total Rounds (*not included in total round count)	2579	2533
% change from FY '20	1.82%	
Range Tokens	2029	2330
% change from FY '20	-12.92%	
18 - Hole Carts	108	118
9 - Hole Carts	31	41
1/2 / 18 - Hole Carts	851	976
1/2 / 9 - Hole Carts	157	184
Total Carts	1147	1319
% change from FY '20	-13.04%	
18 - Hole Trail Fees	1	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	2
9-Hole Senior Trail Fees	0	0
Total Trail Fees	1	2
% change from FY '20	-50.00%	
TOTAL REVENUE	\$73,815.59	\$83,620.17
% change from FY '20	-11.73%	

**NOVEMBER 2021
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2022	FY 2022	FY 2021 MTD	FY 2021 YTD
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	1	-1
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2022	FYE 2022	FY 2021	FYE 2022
	MTD	YTD	MTD	YTD
Green Fees	\$35,307.76	\$271,957.55	\$43,450.82	\$291,431.87
Driving Range	\$7,600.55	\$62,099.05	\$9,151.57	\$79,092.97
Cart Rental	\$19,556.38	\$154,379.47	\$24,487.60	\$170,192.36
Restaurant	\$11,177.62	\$92,030.83	\$6,373.62	\$73,306.91
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$158.91
Interest Earnings	\$173.28	\$754.01	\$156.56	\$777.84
TOTAL INCOME	\$73,815.59	\$581,220.91	\$83,620.17	\$614,960.86
Expenditures	\$71,347.51	\$605,699.93	\$86,633.86	\$444,418.69
Income vs Expenditures	\$2,468.08	(\$24,479.02)	(\$3,013.69)	\$170,542.17
Rounds of Golf	2766	17811	2533	19947

Our greens are slowly going into dormancy, but we are still mowing them a couple times a week. The irrigation pump station VFD control is fully functional after Facility Maintenance Staff correctly diagnosed and repaired the grounding to the electrical service. We have transported and placed in our maintenance area, a 12'x16' shed that we recovered from the detention center property adjacent to Westwood Golf Course and we will use it for chemical storage for golf course maintenance. The newly constructed bentgrass green nursery is fully germinated and will be ready for first mowing in early spring. We have installed 260' of 24" drainage pipe across #3 fairway and into the left rough; however, we need to extend that drainage area another 60' to complete this project.

NOVEMBER 2021
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2022 MTD	FY2022 YTD	FY2021 TOTAL
Swim Pool Passes	\$0.00	\$1,810.00	\$191,747.00
Swim Pool Gate Admission	\$0.00	\$191,042.00	\$284,993.00
Swim Lesson Fees	\$0.00	\$3,406.00	\$33,547.50
Pool Rental	\$0.00	\$20,906.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$910.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$106,835.76	\$127,066.89
TOTAL INCOME	\$0.00	\$324,909.76	\$671,977.61
Expenditures	\$8,995.60	\$372,400.06	\$624,044.12
Income verses Expenditures	(\$8,995.60)	(\$47,490.30)	\$84,856.65

ATTENDANCE INFORMATION

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

FACILITY MAINTENANCE

9B

**City of Norman Facility Maintenance
November 2021 Monthly Hourly Materials Cost Report**

Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc				
Facility Maint	0.00	\$0.00	\$316.88	\$316.88
Senior Center	0.00	\$0.00	\$116.36	\$116.36
Total	0.00	\$0.00	\$433.24	\$433.24
Electrical				
Facility Maint	16.75	\$538.77	\$112.73	\$651.50
City Hall	35.50	\$1,131.41	\$538.15	\$1,669.56
Bldg A	4.00	\$225.06	\$0.00	\$225.06
Bldg B	6.00	\$191.08	\$0.00	\$191.08
Bldg C	6.00	\$196.20	\$0.00	\$196.20
Library	20.00	\$646.32	\$0.00	\$646.32
Animal Welfare	16.50	\$523.55	\$0.00	\$523.55
Pistol Range	2.00	\$62.84	\$0.00	\$62.84
Fire Stations	10.50	\$329.91	\$0.00	\$329.91
Parks	54.00	\$1,727.40	\$39.71	\$1,767.11
Rec Centers	10.00	\$327.00	\$0.00	\$327.00
Senior Center	8.00	\$261.60	\$0.00	\$261.60
FHA	4.00	\$130.80	\$0.00	\$130.80
WW Golf	12.00	\$392.40	\$0.00	\$392.40
Sanitation	24.00	\$784.80	\$0.00	\$784.80
Fleet	4.00	\$125.68	\$0.00	\$125.68
Traffic	4.00	\$125.68	\$0.00	\$125.68
Streets	2.00	\$62.84	\$0.00	\$62.84
WRF	17.00	\$534.14	\$0.00	\$534.14
Total	259.25	\$8,317.48	\$690.59	\$9,008.07

**City of Norman Facility Maintenance
November 2021 Monthly Hourly Materials Cost Report**

HVAC

Facility Maint	4.00	\$130.80	\$320.06	\$450.86
City Hall	33.00	\$1,069.10	\$2,131.14	\$3,200.24
Bldg A	27.00	\$867.90	\$658.50	\$1,526.40
Bldg B	31.00	\$998.70	\$832.95	\$1,831.65
Bldg C	31.00	\$988.70	\$658.50	\$1,647.20
Bldg D	20.00	\$654.00	\$658.50	\$1,312.50
Library	10.00	\$302.00	\$270.00	\$572.00
Animal Welfare	6.00	\$181.20	\$0.00	\$181.20
Shooting Range	2.00	\$60.40	\$0.00	\$60.40
NIC	10.00	\$322.00	\$0.00	\$322.00
Special Ops	4.00	\$130.80	\$0.00	\$130.80
Fire Admin	2.00	\$60.40	\$0.00	\$60.40
Fire Stations	16.00	\$493.20	\$0.00	\$493.20
Parks	10.00	\$312.00	\$45.15	\$357.15
Rec Centers	22.00	\$664.40	\$299.67	\$664.40
Senior Center	6.00	\$181.20	\$20.70	\$201.90
Sooner Theater	6.00	\$181.20	\$162.74	\$343.94
WW Tennis	2.00	\$60.40	\$0.00	\$60.40
Sanitation	10.00	\$302.00	\$0.00	\$302.00
Traffic	2.00	\$60.40	\$0.00	\$60.40
Stormwater	6.00	\$181.20	\$0.00	\$181.20
Streets	6.00	\$181.20	\$0.00	\$181.20
Line Maint	4.00	\$120.80	\$0.00	\$120.80
Fleet	10.00	\$312.00	\$0.00	\$312.00
WTP	8.00	\$241.60	\$0.00	\$241.60
WRF	8.00	\$241.60	\$0.00	\$241.60
Total	296.00	\$9,299.20	\$5,758.24	\$15,057.44

**City of Norman Facility Maintenance
November 2021 Monthly Hourly Materials Cost Report**

Plumbing

Facility Maint	40.00	\$1,334.70	\$34.33	\$1,369.03
City Hall	2.00	\$64.89	\$0.00	\$64.89
Bldg A	2.00	\$62.84	\$0.00	\$62.84
Bldg B	11.00	\$351.77	\$0.00	\$351.77
Bldg C	2.00	\$62.84	\$0.00	\$62.84
Library	17.00	\$554.64	\$16.90	\$571.54
Animal Welfare	4.00	\$127.73	\$0.00	\$127.73
NIC	4.00	\$127.73	\$29.97	\$157.70
Fire Stations	14.00	\$450.13	\$0.00	\$450.13
Parks	78.00	\$2,528.66	\$579.03	\$3,107.69
Rec Centers	24.00	\$768.43	\$143.12	\$911.55
Train Depot	4.00	\$125.68	\$0.00	\$125.68
WW Golf	6.00	\$196.72	\$0.00	\$196.72
WW Pool	9.00	\$290.98	\$0.00	\$290.98
Sanitation	22.00	\$699.44	\$352.76	\$1,052.20
Streets	4.00	\$125.68	\$0.00	\$125.68
Fleet	2.00	\$1,027.99	\$0.00	\$1,027.99
WRF	32.00	\$62.84	\$140.19	\$203.03
Total	277.00	\$8,963.69	\$1,296.30	\$10,259.99

**City of Norman Facility Maintenance
November 2021 Monthly Hourly Materials Cost Report**

Custodial					
	City Hall	109.00	\$1,863.74	\$880.42	\$2,744.16
	Bldg A	109.00	\$1,863.74	\$880.42	\$2,744.16
	Bldg B	159.00	\$2,594.24	\$801.67	\$3,395.91
	Bldg C	109.00	\$1,863.74	\$880.42	\$2,744.16
	Fire Stations	24.00	\$611.52	\$2,756.16	\$3,367.68
	Library	6.00	\$152.88	\$219.50	\$372.38
Total		516.00	\$8,949.86	\$6,418.59	\$15,368.45
Total		1342.25	\$35,530.23	\$14,596.96	\$50,127.19

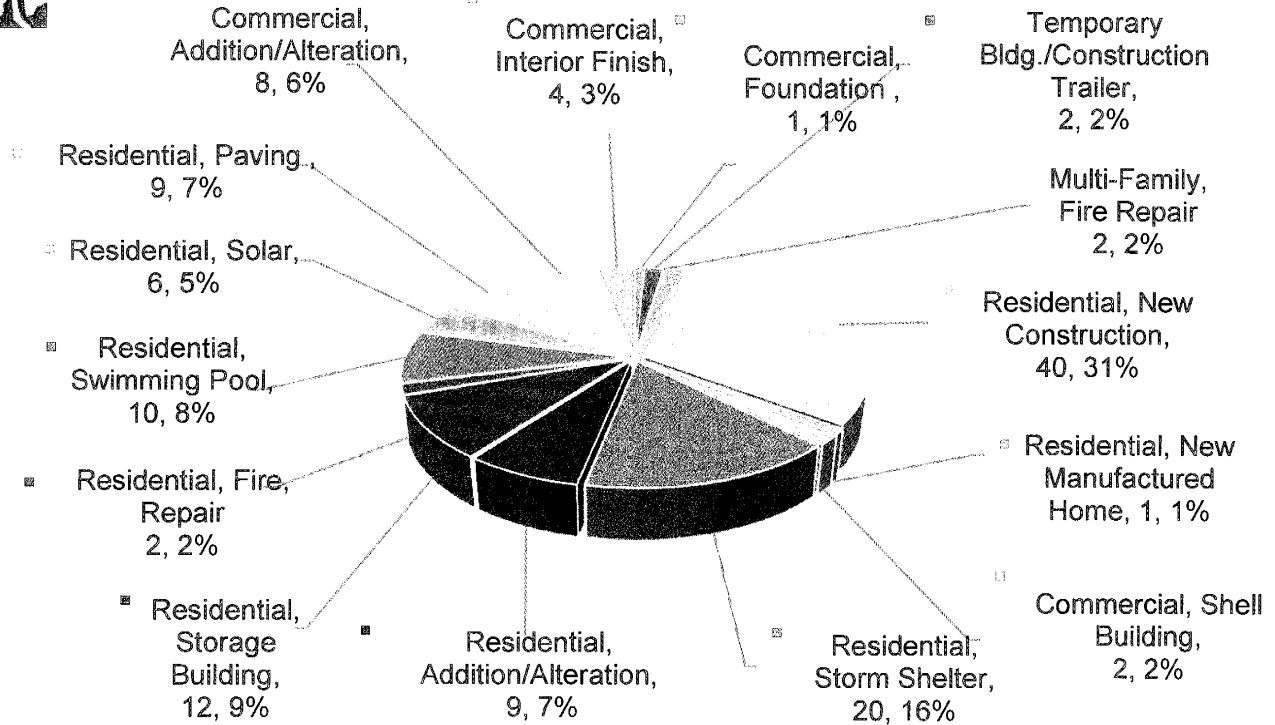
PLANNING AND COMMUNITY DEVELOPMENT 10



CITY OF NORMAN

DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

NOVEMBER 2021 REPORT



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



CITY OF NORMAN
Building Permit Activity-NOVEMBER 2021

	DESCRIPTION	2021 YEAR TO-DATE	VALUATION	2020 TOTALS	2020 TOTAL VALUATION	
	Residential, New Construction.....	498	\$ 156,615,183	537	\$ 155,417,525	
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -	
	Residential, New Manufactured Home.....	2	\$ 65,000	1	\$ 97,500	
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -	
	Residential Duplex, New Construction.....	0	\$ -	8	\$ 1,880,000	
	Residential, Garage Apartment.....	0	\$ -	0	\$ -	
	Multi-Family, New Construction 3-4 DU.....	1	\$ 750,000	0	\$ -	
	Multi-Family, New Construction 5+ DU.....	9	\$ 22,230,000	25	\$ 17,432,000	
	Multi-Family, Fire Repair.....	12	\$ 264,798	3	\$ 63,128	
	Multi-Family, Foundation.....	3	\$ 170,000	27	\$ 924,930	
	Multi-Family, Addition/Alteration.....	2	\$ 16,000	0	\$ -	
	Residential, Addition/Alteration.....	174	\$ 9,807,623	159	\$ 6,979,022	
	Residential, Carport.....	3	\$ 8,710	10	\$ 37,344	
	Residential, Storm Shelter.....	292	\$ 1,107,321	364	\$ 1,155,682	
	Residential, Storage Building.....	128	\$ 4,409,047	156	\$ 4,819,011	
	Residential, Fire Repair.....	27	\$ 1,468,116	23	\$ 1,241,786	
	Residential, Swimming Pool.....	142	\$ 9,137,054	118	\$ 6,436,083	
	Residential, Manufactured Home Replacement	7	\$ 582,151	7	\$ 493,288	
	Residential, Solar.....	6	\$ 227,086			
	Residential, Paving.....	100	\$ 1,374,707	110	\$ 1,026,455	
	Group Quarters.....	0	\$ -	3	\$ 27,809,773	
	TOTAL	1406	\$ 208,232,796	1551	\$ 225,813,527	
NON-RESIDENTIAL	Commercial, New Construction.....	41	\$ 259,939,037	62	\$ 59,513,823	NON-RESIDENTIAL
	Commercial, New Shell Building.....	10	\$ 8,507,000	11	\$ 5,141,000	
	Commercial, Addition/Alteration.....	126	\$ 42,482,308	150	\$ 50,146,843	
	Commercial, Interior Finish.....	36	\$ 3,097,700	41	\$ 4,025,413	
	Commercial, New Foundation.....	5	\$ 5,730,000	11	\$ 2,246,353	
	Commercial, Fire Repair.....	7	\$ 688,000	4	\$ 1,050,000	
	Commercial, Parking Lot.....	6	\$ 592,640	8	\$ 495,452	
	Commercial, Temporary Bldg./Const Trailer....	27	\$ 328,391	24	\$ 690,229	
	TOTAL	258	\$ 321,365,076	311	\$ 123,309,113	
OTHER ACTIVITY	Electrical Permits.....	1506		1489		OTHER ACTIVITY
	Heat/Air/Refrigeration Permits.....	1295		1381		
	Plumbing and Gas Permits.....	1707		1775		
	Sign Permits.....	389		357		
	Water Well Permits.....	40		31		
	Garage Sale Permits.....	771		631		
	Structure Moving Permits.....	16		15		
	Demo-Residential Permits.....	29		49		
	Demo-Non-Residential Permits.....	8		2		
	Temp. Const. Bldgs. & Roll-off Permits.....	159		148		
	Lot Line Adjustments Filed.....	23		12		
	Certificate of Occupancy (CO).....	964		1102		
	All Field Inspections.....	25215		25135		
	Net Residential Demos & Removals.....	-26		-47		
	TOTAL VALUATION		\$ 529,597,872		\$ 349,122,640	



City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued November 2021 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area	KW
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	4247	10/7/2021	412 MAYBURY DR	16	1	LITTLE RIVER TRAILS SEC #3	PUD	\$ 2,500	21	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	4812	11/2/2021	2704 SUMMIT CROSSING PKY	2	5	SUMMIT LAKES ADD #11	R1	\$ 3,200	48	
1 & 2 FAMILY STORM SHELTER	PREFERRED SHELTERS	4824	11/2/2021	1308 CHERY LAUREL DR	19	13	COLLEGE MANOR	R1	\$ 3,788	48	
1 & 2 FAMILY STORM SHELTER	QZ SAFEROOMS	4839	11/2/2021	2803 LERKIN LN	1	2	TRAILWOODS SEC 8	PUD	\$ 3,200	23	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	4862	11/2/2021	420 GREENS PKY	6	1	HIGHLAND HILLS ADD SEC 10	R1	\$ 11,995	40	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	4882	11/2/2021	3140 WALNUT CT	31	1	HIGHLAND VILLAGE #3	RE	\$ 3,800	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5001	11/5/2021	3017 CORDOVA CT	9	2	WALNUT RIDGE ADD #2	NA	\$ 3,500	24	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5002	11/2/2021	3726 ANDREW CT	37	7	LAS COLINAS SEC. #2	R1	\$ 2,495	32	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5005	11/5/2021	5508 FRONTIER TR	4	4	CEDAR LANE SEC. #2	R1	\$ 2,895	21	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	5015	11/5/2021	5601 FRONTIER TR	12	1	GLENNRIDGE SEC. #2	R1	\$ 2,900	24	
1 & 2 FAMILY STORM SHELTER	OKLAHOMA SHELTERS	5027	11/6/2021	2616 SUMMIT TERRACE DR	8A	5	GLENNRIDGE SEC. #2	R1	\$ 2,495	21	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	5074	11/18/2021	2312 KIMBALL DR	10	3	SUMMIT LAKES ADD #8	R1	\$ 3,300	23	
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	5110	11/18/2021	3828 WATERBROOK DR	10	3	BELLATONA SEC. #1	R1	\$ 2,495	32	
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5141	11/22/2021	723 MIDLAND VALLEY ST	22	1	GREENLEAF TRAILS ADD 10	PUD	\$ 2,500	21	
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5170	11/20/2021	1808 BLACK MESA DR	6	1	RED CANYON RANCH SEC 7	PUD	\$ 2,500	21	
1 & 2 FAMILY STORM SHELTER	BIGGS BACKHOE, INC	5194	11/30/2021	3408 YORKTOWN CIR	8	1	JAMESTOWN ESTATES ADD 3	R1	\$ 4,650	70	
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE, LLC	5195	11/24/2021	3000 BEAR MOUNTAIN AVE	1	1	GREENLEAF TRAILS ADD 3	R1	\$ 3,906	24	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5238	11/24/2021	1713 24TH AVE	4	8	ST JAMES PARK ADD 3	R1	\$ 2,756	24	
1 & 2 FAMILY, ADD OR ALTER	MARC JONES CONSTRUCTION LLC	4561	11/2/2021	503 MERKLE DR	1	18	WESTWOOD ESTATES	R1	\$ 36,000	442	
1 & 2 FAMILY, ADD OR ALTER	PICKLESIMER, DENNY	4805	11/9/2021	1009 WHISPERRING PINE DR	1	1	WHISPERRING PINES ADD	R1	\$ 2,000	251	
1 & 2 FAMILY, ADD OR ALTER	HOMEWORKS DESIGN CONSTRUCTION	4811	11/5/2021	824 CRUCE ST	2	3	LANDT'S #2	R1	\$ 9,500	58	
1 & 2 FAMILY, ADD OR ALTER	SH RENOVATIONS	4888	11/22/2021	925 CHAUTAUQUA AVE	39	2	CAMPUS ADD	R1	\$ 150,000	377	
1 & 2 FAMILY, ADD OR ALTER	OWNER	4974	11/17/2021	4005 SMOCKING OAK PL	12	1	SMOKING OAK #2	R1	\$ 65,000	1250	
1 & 2 FAMILY, ADD OR ALTER	GOTCHA COVERED INC.	5125	11/22/2021	407 BLUEBIRD DR	14A	4	BROOKHAVEN #21A	R1	\$ 10,000	30	
1 & 2 FAMILY, ADD OR ALTER	GARY RANDOLPH DESIGN	5162	11/30/2021	1916 VALLEY VISTA AVE	13	3	HOWARD BIG OAK	RE	\$ 3,000	384	
1 & 2 FAMILY, FIRE REPAIR	OKG RENOVATION & CONSTRUCTION	4896	11/9/2021	326 STEWART AVE	13	4	PARK PLACE ADD #4	R1	\$ 3,500	240	
1 & 2 FAMILY, PAVING	MJL ASPHALT & CHIPSEAL	4849	11/8/2021	2148 MELROSE CT	18	2	BROOKHAVEN #3	R1	\$ 140,000	785	
1 & 2 FAMILY, PAVING	OWNER	4665	11/12/2021	404 GARLAND CT	7	2	COLLEY'S #2	R1	\$ 2,500	252	
1 & 2 FAMILY, PAVING	GARCIA CONCRETE	4750	11/8/2021	1901 THORNTON ST	8	20	PEARSON EST #1	RM6	\$ 1,000	98	
1 & 2 FAMILY, PAVING	CHARLEY'S CONCRETE & DRAINAGE	4783	11/3/2021	3131 POMEROY CT	30	1	WESTWOOD ESTATES	R1	\$ 3,000	640	
1 & 2 FAMILY, PAVING	CAVINS CONSTRUCTION, LLC.	4808	11/12/2021	2505 TOWERY DR	9	2	MONTICLO RANCH	PUD	\$ 7,000	720	
1 & 2 FAMILY, PAVING	A & L CONCRETE	4923	11/8/2021	3908 FARMINGTON AVE	29	2	HARTFORD PLACE #3	R1	\$ 1,500	98	
1 & 2 FAMILY, PAVING	FREDGREN, TOM	5046	11/17/2021	1012 CORBETT CT	34	4	SOUTHERN HILLS ADD	R1	\$ 4,500	950	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	4907	11/8/2021	2305 REGIS CT	11	2	SOUTHERN HILLS ADD #6	R1	\$ 5,020	248	
1 & 2 FAMILY, SOLAR	OKIE SOLAR	4891	11/3/2021	3602 THURMAN DR	6	3	EAGLE CLIFF ADD #5	NA	\$ 4,800	280	
1 & 2 FAMILY, SOLAR	PROLECTRIC CONTRACTORS LLC	5216	11/24/2021	425 LEOPARD LILY AVE	18	2	FACULTY HEIGHTS ADD	R1	\$ 32,560	594	
1 & 2 FAMILY, SOLAR	MARC JONES CONSTRUCTION LLC	5217	11/30/2021	2851 LAHOMA AVE	13	1W	INDEPENDENCE VALLEY SEC. #1	NA	\$ 20,460	N/A	16
1 & 2 FAMILY, SOLAR	VANESS WELDING & CONSTRUCTION	4800	11/8/2021	2301 OAKRIDGE DR	2	1	POPPY GROVE SEC 2	R1A	\$ 18,500	N/A	8
1 & 2 FAMILY, STORAGE BLDG	QUALITY BUILDINGS INC.	4807	11/3/2021	1228 CROSSROADS CT	5	1	ROSS ADDITION	R1	\$ 23,300	N/A	7
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	4889	11/22/2021	2607 ATWOOD CT	7	3	NOT SUBDIVIDED	A2	\$ 44,174	N/A	9
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	4904	11/9/2021	110 MOSER ST	12	1	WALNUT RIDGE ADD #2	NA	\$ 88,082	N/A	17
1 & 2 FAMILY, STORAGE BLDG	GOTCHA COVERED INC.	4952	11/2/2021	1528 CRAWFORD AVE	2	2	OAKRIDGE EST #1	RE	\$ 23,450	768	
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	5040	11/19/2021	4101 110TH AVE	14	1W	CROSSROADS WEST #2	R1	\$ 5,239	168	
1 & 2 FAMILY, STORAGE BLDG	ALLSTRUCTURES	5056	11/15/2021	1000 POST OAK DR	4	1	NORMANDY MANOR	R1	\$ 7,575	200	
1 & 2 FAMILY, STORAGE BLDG	GOTCHA COVERED INC.	5087	11/30/2021	4319 SHERRY AVE	44	7	SMOKING OAK #2	R1	\$ 50,000	508	
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	5128	11/19/2021	2002 WESTBROOKE TER	9	1	HIGHLAND ADDITION	R2	\$ 6,181	120	
1 & 2 FAMILY, SWIMMING POOL	SEA BREEZE POOLS	4748	11/2/2021	3518 BERGEN PEAK DR	1	2	CRYSTAL HEIGHTS	R1	\$ 8,000	132	
1 & 2 FAMILY, SWIMMING POOL	BLUE HAVEN POOLS OF OK	4804	11/12/2021	2621 SUMMIT TERRACE DR	5	4	NOT SUBDIVIDED	A2	\$ 36,000	1200	
1 & 2 FAMILY, SWIMMING POOL	SIGNATURE CUSTOM POOLS	4863	11/22/2021	7477 LINDSEY ST	6	2W	WOODSLAWN ADD #2	R1	\$ 5,000	64	
1 & 2 FAMILY, SWIMMING POOL	AQUASCAPE POOLS	4805	11/22/2021	4213 SPRING VIEW RD	9	1	INDIAN SPRINGS ESTATES	RE	\$ 44,598	1500	
1 & 2 FAMILY, SWIMMING POOL	AQUASCAPE POOLS	4806	11/22/2021	3921 FARM HILL RD	21	1	TULL'S ADD #1	PUD	\$ 55,000	560	
1 & 2 FAMILY, SWIMMING POOL	PRISTINE POOLS	5019	11/29/2021	1529 TIMBERIDGE DR	12	2	SUMMIT LAKES ADD #8	R1	\$ 59,451	868	
1 & 2 FAMILY, SWIMMING POOL	PRISTINE POOLS	5079	11/29/2021	1600 GOLDFINCH CT	27	1	VISTA SPRINGS ESTATES ADD 2	R1	\$ 50,000	1040	
1 & 2 FAMILY, SWIMMING POOL	S & S POOLS	4855	11/8/2021	5703 PORTER AVE	5	2	FOUNTAIN VIEW SEC. #1	RE	\$ 46,000	860	
1 FAMILY, MANUFACTURED HOME	OWNER						GRANDVIEW EST NORTH #2	NA	\$ 120,000	1568	
							FOUNTAIN VIEW SEC. #1	R1	\$ 85,000	1126	
							SUTTON PLACE ADD #7	PUD	\$ 118,000	1602	
							MONTICLO RANCH	RM6	\$ 56,421	1112	
							CAMBRIDGE PLACE #4	A2	\$ 20,000	1216	

1 FAMILY, NEW CONSTRUCTION	RED LEAF CONSTRUCTION, INC.	3853	11/2/2021	4514	ENCLAVE	CIR	4	13	FOUNTAIN VIEW NORTH	PUD	\$	173,380	2453
1 FAMILY, NEW CONSTRUCTION	RED LEAF CONSTRUCTION, INC.	3859	11/2/2021	4522	ENCLAVE	CIR	4	11	FOUNTAIN VIEW NORTH	PUD	\$	167,700	2407
1 FAMILY, NEW CONSTRUCTION	RED LEAF CONSTRUCTION, INC.	3861	11/2/2021	4518	ENCLAVE	CIR	4	12	FOUNTAIN VIEW NORTH	PUD	\$	146,965	2172
1 FAMILY, NEW CONSTRUCTION	RED LEAF CONSTRUCTION, INC.	3863	11/2/2021	4526	ENCLAVE	CIR	16	4	FOUNTAIN VIEW NORTH	PUD	\$	167,700	2407
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	4489	11/2/2021	4530	ENCLAVE	CIR	15	4	FOUNTAIN VIEW NORTH	PUD	\$	146,965	2172
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	4505	11/2/2021	1304	MONTEREY PINES	RD	7	4	MONTEREY ADD #2	R1	\$	240,000	2728
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	4507	11/2/2021	2104	VALLEY HOLLOW	RD	12	2	MONTEREY ADD #2	R1	\$	220,000	3204
1 FAMILY, NEW CONSTRUCTION	DP GAMBLE HOMES, INC.	4508	11/2/2021	2112	VALLEY HOLLOW	RD	3	5	SUMMIT VALLEY SEC. #2	R1	\$	250,000	3253
1 FAMILY, NEW CONSTRUCTION	BETTER BUILT HOMES, LLC.	4522	11/2/2021	1902	PROVIDENCE	DR	5	4	HALLBROOK ADD #6	R1	\$	240,000	3363
1 FAMILY, NEW CONSTRUCTION	K & B HOMES, LLC.	4777	11/2/2021	6316	ROSE ROCK HILL	AVE	11	1W	NOT SUBDIVIDED	A2	\$	429,000	4756
1 FAMILY, NEW CONSTRUCTION	SWAN HOLLOW, LLC.	4787	11/2/2021	1750	120TH	AVE	23	2W	NOT SUBDIVIDED	A2	\$	750,000	7921
1 FAMILY, NEW CONSTRUCTION	OWNER	4796	11/2/2021	1601	46TH	AVE	33	2	PRIDE #34	RE	\$	254,000	3222
1 FAMILY, NEW CONSTRUCTION	BROOKFIELD CUSTOM HOMES, LLC.	4832	11/2/2021	10059	KIMBALL	ST	18	3	PARK ADD	R1	\$	315,000	2684
1 FAMILY, NEW CONSTRUCTION	GREEN HAVEN HOMES, INC.	4832	11/2/2021	702	DONORE	DR	22A	6	ST JAMES PARK ADD 6	R1	\$	60,000	732
1 FAMILY, NEW CONSTRUCTION	RIVERSIDE HOMES	5008	11/2/2021	1908	120TH	DR	3	12	VINTAGE CREEK ADDITION	PUD	\$	702,248	4620
1 FAMILY, NEW CONSTRUCTION	OWNER	5082	11/2/2021	620	TIMBERBROOK	DR	1	3W	NOT SUBDIVIDED	A2	\$	400,000	3263
1 FAMILY, NEW CONSTRUCTION	BLUE JAY CONSTRUCTION, LLC.	5114	11/2/2021	5425	ROCK CREEK	RD	16	3W	NOT SUBDIVIDED	A2	\$	900,000	7405
1 FAMILY, NEW CONSTRUCTION	HOMER CREATIONS, INC.	5115	11/2/2021	5425	ROCK CREEK	RD	16	3W	NOT SUBDIVIDED	A2	\$	300,000	2975
1 FAMILY, NEW CONSTRUCTION	WILLOW RIDGE HOMES, LLC.	5219	11/2/2021	2220	NORWOOD	DR	11	6	BELLATONA SEC. #2	R1	\$	145,710	2162
1 FAMILY, NEW CONSTRUCTION	WILLOW RIDGE HOMES, LLC.	5234	11/2/2021	2504	LANGLEY	CT	5	5	ST JAMES PARK ADD 3	R1	\$	270,000	3064
1 FAMILY, NEW CONSTRUCTION	HAMPTON HOMES, LLC.	5235	11/2/2021	2524	CHARLTON	DR	2	5	ST JAMES PARK ADD 5	R1	\$	289,000	3231
1 FAMILY, NEW CONSTRUCTION	SHERIDAN HOMES, LLC.	4425	11/2/2021	529	23RD	AVE	16	5	ALAMEDA PARK ADD #3	R1	\$	165,000	6273
1 FAMILY, NEW CONSTRUCTION	PREMIER CUSTOM HOMES, LLC.	4816	11/2/2021	7533	SPRING VIEW	DR	11	1	VISTA SPRINGS ESTATES ADD 2	RE	\$	500,000	2383
1 FAMILY, NEW CONSTRUCTION	HOMER CREATIONS, INC.	4814	11/2/2021	2131	ARCADY	AVE	2	3	BELLATONA SEC. #3	R1	\$	153,720	2246
1 FAMILY, NEW CONSTRUCTION	HOMER CREATIONS, INC.	4815	11/2/2021	2127	ARCADY	AVE	2	3	BELLATONA SEC. #3	R1	\$	152,010	2204
1 FAMILY, NEW CONSTRUCTION	HOMER CREATIONS, INC.	4983	11/2/2021	1132	OSPREY	DR	4	1	EAGLE CLIFF SOUTH ADD #7	R1	\$	155,000	2196
1 FAMILY, NEW CONSTRUCTION	LANDMARK FINE HOMES, LP.	5055	11/2/2021	1136	OSPREY	DR	3	1	EAGLE CLIFF SOUTH ADD #7	R1	\$	140,500	2070
1 FAMILY, NEW CONSTRUCTION	RMR CONSTRUCTION, LLC.	5062	11/2/2021	3907	VILLAVEROE	CT	4	2	MONTEREY ADD. #1	PUD	\$	520,000	4393
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5075	11/2/2021	222	CATALINA	CT	7	3	LITTLE RIVER TRAILS SEC #2	R1	\$	396,000	3323
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5076	11/2/2021	4009	ALAMOSA	TR	7	3	LITTLE RIVER TRAILS SEC #1	PUD	\$	302,580	3362
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5077	11/2/2021	1034	BANDERA	RD	2	2	RED CANYON RANCH SEC 6	PUD	\$	308,970	3433
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5078	11/2/2021	1017	SAWILL	WAY	2	1	RED CANYON RANCH SEC 7	PUD	\$	223,560	2484
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5142	11/2/2021	3818	BLACK MESA	RD	22	1	RED CANYON RANCH SEC 7	PUD	\$	303,030	3367
1 FAMILY, NEW CONSTRUCTION	ACACIA HOMES	4745	11/2/2021	3912	IRVINE	RD	11	2	CASCADE ESTATES PUD #5	PUD	\$	190,000	3106
1 FAMILY, NEW CONSTRUCTION	VESTA HOMES, INC.	4853	11/2/2021	3014	KIMBALL	DR	7	4	ST JAMES PARK ADD 6	R1	\$	270,000	2792
1 FAMILY, NEW CONSTRUCTION	OWNER	5172	11/2/2021	401	12TH	AVE	191	6	ST JAMES PARK ADD 5	R1	\$	300,000	3470
3+ FAMILY, FIRE REPAIR	ROCK GENERAL CONTRACTORS	5214	11/24/2021	1911	TWISTED OAK	AVE	1	22	TRIAD #2	NA	\$	7,500	750
TEMPORARY ROLL-OFF RESIDENTIAL	CITY OF NORMAN	5069	11/16/2021	1612	HIGH MEADOWS	DR	13	15	OAKHURST ADD SEC 07	RM6	\$	24,368	200
TEMPORARY ROLL-OFF RESIDENTIAL	PROBOX PORTABLE STORAGE	5101	11/16/2021	101	HUGHBERT	ST	1	15	J.A. JONES ADDITION	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	CITY OF NORMAN	5249	11/29/2021	700	SPRINGWOOD	LN	7	4	SPRING BROOK	R1	\$	-	0
SEASONAL STORAGE CONTAINER	WELLS, JESSE C. & KATY B.	5003	11/10/2021	4081	FRANKLIN	RD	2	2W	NOT SUBDIVIDED	A2	\$	-	0
TEMPORARY ROLL-OFF, OTHER	SASSAN K MOGHADAM	4966	11/09/2021	454	21TH	AVE	2	1	SKM ADD; REPLAT OF MADISON SQ	11	\$	-	0
TEMPORARY ROLL-OFF, OTHER	AE CHARLESTON APTS, LLC.	4983	11/09/2021	2073	LINDSEY	ST	1	1	VILLAGE WEST ADD	RM6	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	SODERSTROM, TRACI	4826	11/3/2021	708	TELE	AVE	6	1	IPFAN ADD	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	COOK, JERRY T.	4879	11/3/2021	1612	MOHAWK	RD	14	1E	INDIAN HILLS ESTATES #2	RE	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	STAGEMAN, CRAIG W.	5016	11/12/2021	2451	150TH	AVE	16	1W	NOT SUBDIVIDED	A2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	GRIFFITH, JOE C.	5069	11/13/2021	600	66TH	AVE	31	15	NOT SUBDIVIDED	A2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	CLAYCOM, DOUG JR.	5087	11/16/2021	1620	HUGHBERT	ST	1	13	J.A. JONES ADDITION	R2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	SMITH, WILLIAM R.	5159	11/16/2021	1330	BOWLING GREEN	CT	11	4	HALL PARK #3	NA	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	WESTPOINT GROUP	5203	11/22/2021	9205	DUSTIN	DR	15	2	BEL-AIRE ADD SEC 3	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	MORRIS, RAYMOND W.	5203	11/22/2021	9205	BUCKWOOD	RD	15	2	TIMBERLAKE ESTATES	RE	\$	-	0
TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)											AVERAGE PROJECT AREA		
11											TOTAL PROJECT AREA		
											158,671		
											1,511		
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											1,511		
											AVERAGE PROJECT AREA		
											TOTAL PROJECT AREA		

City of Norman
BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued November 2021 - Sorted by Permit Type

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT	OWNER	ARGITECH MANAGEMENT LLC-MEDICAL MARIJUANA GROW	3670	11/1/2021	4200	28TH	RAMBLING OAKS	DR	1	2	PEPCO INDUSTRIAL PARK PHASE 1	I1	\$ 350,000	16762
COMMERCIAL ADD/ALT	OWNER	WAFFLE HOUSE INTERIOR RENOVATION	3695	11/1/2021	1161	1	INTERSTATE	DR	1	1	SPRING BROOK #10	C2	\$ 121,548	1676
COMMERCIAL ADD/ALT	OWNER	WAFFLE HOUSE INTERIOR RENOVATION	3696	11/1/2021	125	1	INTERSTATE	DR	1	1	CHRYSLER ADD SEC 3-REPLAT PRT LT 1 BL C2	C2	\$ 113,705	1715
COMMERCIAL ADD/ALT	WALKCON LTD.	WALMART FRONT CHECKOUT REMODEL PHASE 1	4303	11/8/2021	333	1	INTERSTATE	DR	1	1	TSTB ADD #2	C2	\$ 1,000,000	28671
COMMERCIAL ADD/ALT	SUN CONSTRUCTION SERVICES	NRH-PHYSICAL READING ROOM	4310	11/8/2021	3440	1	R.C. LUTTRELL	DR	17A	4	NRH MEDICAL PARK WEST #4	PUD	\$ 100,000	250
COMMERCIAL ADD/ALT	OWNER	OK ORGANIC HEALTH REMODEL MEDICAL MARIJUANA DISPENSARY	4326	11/30/2021	1400	12TH	TECUMSEH	RD	3	1	EAST VILLAGE	PUD	\$ 80,000	2304
COMMERCIAL ADD/ALT	SAS CONSTRUCTION LLC	NRH-MEDICAL OFFICE REMODEL	4375	11/2/2021	3101 W	TECUMSEH	RD	4	1	1	COVENANT DEVELOPMENT ADD SEC 2	PUD	\$ 2,000,000	10700
COMMERCIAL ADD/ALT	OKLAHOMA COATINGS & DESIGN	BARBARACE AESTHETICS	4851	11/16/2021	1638 W	LINDSEY	ST	1	A	1	HOLLYWOOD ADD	C2	\$ 160,000	2200
COMMERCIAL FOUNDATION	CONNECT CONSTRUCTION SERVICES	ABSENTEE SHAWNEE STORAGE	5221	11/23/2021	15951	LITTLE AVE	DR	1	1	1	ABSENTEE SHAWNEE HEALTH CENTER	PUD	\$ 355,000	15228
COMMERCIAL INTERIOR FINISH	CADDELL & CO. L.L.C.	ANY LAB TEST NOW	2851	11/24/2021	3406	36TH	AVE	2	1	1	JOLLEY ADDN (REPLT OF OLIVET)	C1	\$ 60,000	1390
COMMERCIAL INTERIOR FINISH	SUMMIT PEAK FARMS, LLC.	SUMMIT PEAK FARMS MEDICAL MARIJUANA GROW	4646	11/4/2021	2713	BART CONNER	CT	3	2	2	BROCE INDUSTRIAL PARK #4	I1	\$ 8,600	1500
COMMERCIAL INTERIOR FINISH	OWNER	KELSO OFFICE/WAREHOUSE #109	4755	11/1/2021	3105	BROCE	DR	2	1	1	BROCE INDUSTRIAL PARK #1	I1	\$ 10,000	1500
COMMERCIAL INTERIOR FINISH	OWNER	KELSO OFFICE/WAREHOUSE #113	4766	11/1/2021	3105	BROCE	DR	2	1	1	BROCE INDUSTRIAL PARK #1	I1	\$ 10,000	1500
COMMERCIAL NEW SHELL BLDG	BELLWOOD LLC.	BELLWOOD SHELL BUILDING #2	4358	11/29/2021	4204	28TH	AVE	1	2	2	PEPCO INDUSTRIAL PARK PHASE 1	I1	\$ 320,000	15643
COMMERCIAL NEW SHELL BLDG	GEDDES ARMSTRONG CONSTRUCTION	TECUMSEH-FLOOD SHELL BUILDING	4451	11/16/2021	3725 N	FLOOD	AVE	1A	2	2	TECUMSEH ROAD BUSINESS PARK #2	PUD	\$ 1,000,000	1389
TEMPORARY BLDG/CONST TRAILER	GE JOHNSON CONSTRUCTION	YOUNG FAMILY CENTER TRAILER	4680	11/2/2021	2301	CONFERENCE	DR	2	1	1	UNIVERSITY NORTH PARK SEC 2	PUD	\$ 100,000	1400
TEMPORARY BLDG/CONST TRAILER	STORM SOLUTIONS	STORM SOLUTIONS CO TENT	5144	11/24/2021	3301 W	MAIN	ST	1	1	1	SOONER FASHION MALL	C2	\$ 21,000	2228

TOTAL PERMITS	17	AVERAGE VALUATION	\$341,756	AVERAGE PROJECT AREA	6,280
		TOTAL VALUATION	\$5,909,553	TOTAL PROJECT AREA	106,761

Permit Type	Permit Counts	Valuation	Building Size (SF)	Use/Classification
COMMERCIAL ADD/ALT	8	\$ 3,925,253	15,548	Business
COMMERCIAL FOUNDATION PERMIT	1	\$ 355,000	1,389	INDUSTRIAL
COMMERCIAL FIRE REPAIR	0	\$ -		RETAIL
COMMERCIAL INTERIOR FINISH	4	\$ 88,600		
COMMERCIAL NEW CONSTRUCTION	0	\$ -		
COMMERCIAL NEW SHELL BLDG	2	\$ 1,320,000		
COMMERCIAL PARKING LOT	0	\$ -		
TEMPORARY BLDG/CONST TRAILER	2	\$ 121,000		
TOTAL	17	\$ 5,909,553		

POLICE

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Administrative Summary

November 2021 Summary

12/2/2021



Operations

Part I Crimes	2021	Current	2020	2019	2021	Year-To-Date	2020	2019
		MONTH 5YR AVG				YTD 5YR AVG		
Murder	0	0	0	0	1	4	4	2
Rape	5	4	2	2	61	55	34	60
Robbery	3	5	2	1	31	51	47	42
Agg. Assault	22	12	28	13	232	169	230	167
Burglary	63	59	40	51	465	601	486	482
Larceny	198	246	211	215	2,657	2,653	2,412	2,391
Motor Vehicle Theft	38	34	50	37	485	324	412	341
Arson	1	2	0	2	6	6	7	10
Part I Totals:	330		333	321	3,938		3,632	3,495
Part II Crimes								
DUI/APC	29	30	19	34	269	395	338	487
Drunkenness	41	52	41	49	404	588	390	546
Drug Violations	48	70	30	66	354	937	474	922
Forgery	15	14	6	17	125	201	116	165
Vandalism	113	72	86	76	1,016	863	829	869
Others	367	NA	366	366	4,230	NA	4,519	4,223
Part II Totals:	613		548	608	6,398		6,666	7,212
Total Reported Crime:	943		881	929	10,336		10,298	10,707
Other Reported Activity								
Public Peace Reports	187	192	201	172	2,159	2,065	2,133	2,151
Warrants Served	99	106	92	111	911	1,371	1,029	1,600
Other Reports Totals:	286		293	283	3,070		3,162	3,751
Total Case Reports:	1,229		1,174	1,212	13,406		13,460	14,458
Collisions								
Fatality	0	1	1	0	1	7	9	4
Injury	64	63	44	66	589	640	521	617
Non-Injury	123	155	92	164	1,191	1,519	1,130	1,405
Total Collisions:	187		137	230	1,781		1,660	2,026
Call for Service								
CAD Activity (All Other CFS)	3,333	NA	3,180	3,182	38,026	NA	33,453	35,214
Calls for Service (Only Police)	6,213	NA	6,211	7,925	70,655	NA	76,522	93,857
Total CFS:	9,546		9,391	11,107	108,681		109,975	129,071
Police Only CFS								
CFS - Citizen Initiated	4,920	4,899	4,745	4,821	54,128	55,508	52,108	54,768
CFS - Officer Initiated	1,293	2,865	1,466	3,104	16,527	33,105	24,414	39,089
Total Police Only CFS:	6,213		6,211	7,925	70,655		76,522	93,857
Citations & Warnings:								
Citations	244	NA	780	837	5,580	NA	9,525	14,602
Warnings	565	NA	951	1,105	8,483	NA	14,559	22,124
Total Citations & Warnings:	809		1,731	1,942	14,063		24,084	36,726

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

** Five Year Average based on 2015 to 2019

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

ANIMAL CONTROL 11A



Monthly Service By Assignment

April 2021 to November 2021
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Apr 2021 Hours	May 2021 Hours	Jun 2021 Hours	Jul 2021 Hours	Aug 2021 Hours	Sep 2021 Hours	Oct 2021 Hours	Nov 2021 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	118:25	230:30	218:00	141:45	415:45	199:00	219:50	0:00	1,543:15
	NAWC-Bather / Groomer	0:00	0:00	0:00	0:00	5:46	2:00	1:40	3:58	13:24
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	17:50	27:19	41:19	38:27	22:47	28:22	30:01	23:44	229:49
	NAWC-Community Outreach Volunteer	0:00	1:33	0:00	0:00	0:00	0:00	0:00	0:00	1:33
	NAWC-Dog Handler	45:36	51:29	47:45	75:32	52:38	42:02	66:23	60:53	442:18
	NAWC-Foster Program	53:00	48:22	62:00	57:00	72:00	58:00	53:00	21:00	424:22
	NAWC-Kennel Assistant	0:00	0:00	101:43	0:00	0:00	0:00	0:00	0:00	101:43
	NAWC-Laundry	2:46	4:43	9:13	5:18	6:04	8:02	11:01	7:31	54:38
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Orientation	14:00	5:00	7:00	6:00	2:00	12:00	3:00	5:00	54:00
	NAWC-Photographer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
Grand total	Veterinarian Assistant Tech	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Total	251:37	368:56	487:00	324:02	577:00	349:26	384:55	122:06	2,865:02
		251:37	368:56	487:00	324:02	577:00	349:26	384:55	122:06	2,865:02

Norman Animal Welfare Monthly Statistical Report November 2021



IN SHELTER ANIMAL COUNTS

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	46	34	80	65	74	139	59	74%
Ending	31	23	54	67	47	114	60	111%

ANIMAL INTAKES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	54	39	93	101	70	171	78	84%
Owner Relinquish	8	15	23	8	25	33	10	43%
Owner Intended Euth	3	1	4	0	0	0	(4)	-100%
Transfer In	0	15	15	0	9	9	(6)	-40%
Other Intakes*	8	0	8	3	0	3	(5)	-63%
Returned Animal	7	6	13	11	5	16	3	23%
TOTAL LIVE INTAKES	80	76	156	123	109	232	76	49%

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

OTHER STATISTICS

	2020		2021		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	2	2	6	6	4	200%
Dog Collected (DOA)	0	0	3	3	3	
Cat Collected (DOA)	1	1	3	3	2	200%
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	6	6	0	0	(6)	-100%
Intake Pigs	0	0	0	0	0	
Intake Other	0	0	0	0	0	
TOTAL OTHER ITEMS	9	9	12	12	3	33%

LENGTH OF STAY (DAYS)

	2020	2021
Dog	9.8	18.9
Puppy	6.5	11.5
Cat	14.5	18.1
Kitten	6.8	8.1

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	94	128	0	222

Norman Animal Welfare Monthly Statistical Report

November 2021



LIVE ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	29	75	104	56	106	162	58	56%
Return To Owner	33	1	34	49	4	53	19	56%
Transferred Out	27	0	27	6	15	21	(6)	-22%
Returned to Field	0	5	5	0	2	2	(3)	-60%
Other Outcome	0	0	0	0	1	1	1	
TOTAL LIVE OUTCOMES	89	81	170	111	128	239	69	41%

OTHER ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	2	2	0	5	5	3	150%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	3	3	6	10	3	13	7	117%
Owner Intended Euth	3	1	4	0	0	0	(4)	-100%
TOTAL OTHER OUTCOMES	6	6	12	10	8	18	6	50%

TOTAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	89	81	170	111	128	239	69	41%
Total Other Outcomes	6	6	12	10	8	18	6	50%
TOTAL OUTCOMES	95	87	182	121	136	257	75	41%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	2	3	0	5	38%
Medical - Injured	0	0	0	0	0%
Behavior - Aggressive	8	0	0	8	62%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	10	3	0	13	

MONTHLY LIVE RELEASE RATE

2020	2021
95.5%	93.0%

Live Outcomes / (Total Outcomes - Owner Int Euth)

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
November 2021

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed one (1) Final Plat to the Development Committee; one (1) Rural Certificates of Survey, one (1) preliminary plat and one (1) Short Form Plats for Planning Commission and no items to City Council. The Development Engineer reviewed 29 sets of construction plans and 6 punch lists. There were 143 permits reviewed and/or issued. Fees were collected in the amount of \$20,548.37.

CAPITAL PROJECTS:

Robinson Street West of I-35 Widening Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Installed traffic signals at the Interstate Drive/Robinson Street and returned traffic to full use at this intersection.
- Completed the eastbound right turn lane on Robinson Street (Phase 4B) between Brookhaven Creek and Rambling Oaks Drive.
- Started Phase 4A reconstruction activities at the south leg of Rambling Oaks Drive in including pavement removal and reinforced concrete box installations.

Porter Avenue and Acres Street Intersection 2019 Bond Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Completed all Sidewalk
- Installed all light poles on west side
- Raised manholes to grade
- Began power washing of all new paving
- Installed striping
- All major items complete except for new signals and luminaires for light poles. These two items have been delayed due to signal pole manufacturer and OG&E respectively. Staff is working with these entities to expedite the items for a December completion date.
- Roadway is currently open with temporary two-way stop condition on Acres.

Sidewalk Programs:

FYE 2022 Annual Sidewalk Program. Bids were received on June 3, 2021. City Council awarded the contract to Nash Construction Co. in the amount of \$313,109.00, on July 13, 2021. Construction began August 10, 2021. The Schools and Arterials, Sidewalks & Trails, Sidewalk Accessibility and Downtown Sidewalk and Curbs projects are complete. The Citywide Sidewalk Reconstruction Program projects, which includes the "50/50 Program," has resumed and will be ongoing through FYE 2022 or until project funds are depleted.

Citywide Sidewalk Reconstruction				
FYE 22 Projects Completed	FYE 22 Citizen Contributions	Total Open Projects	Open Projects Estimate	Open Projects Scheduled: City Responsibility/Resident Participation
29	\$16,819.95	31	\$48,229.26	7

FYE 2021 Capital Improvement Project – 24th Avenue NW. Bids were received on August 5, 2021 and the project was approved by City Council on September 14, 2021. This project addresses a significant portion of the City of Norman's 2018 Americans with Disabilities Act Transition Plan. The 24th Avenue project area is large and is broken down into four phases. This construction addresses Phase I and includes significant repairs along a 1.1-mile sidewalk corridor on 24th Avenue NW, from Main Street to Robinson Street (east side) and comprises 1365 square yards of sidewalk repairs, 800 square yards of driveway approach reconstruction and 216 square yards of ramps and curb cuts. The project began November 8, 2021 and is expected to take 5-6 weeks to complete. The project is currently 20% complete. A change order to progress into Phase II of the project is in coordination at this time. If approved, the project will continue along the same stretch, but on the west side of 24th Avenue and will extend construction an additional 4-5 weeks. Phase III and IV, which continues along the east and west sides of 24th Avenue SW, from Main Street to Lindsey Street will be programmed for future years and is estimated at \$600,000.00.

STREET MAINTENANCE BOND PROJECTS:

2022 Urban Concrete

Bid 1

During the month of November, EMC completed work on Walnut Road between Imhoff Road and the South Cul-de-Sac, Robinhood Lane between Walnut Road and the Cul-de-Sac, and Merryman Green between Walnut Road and Walnut Road. EMC has currently completed 88% of the work associated with their contract.

Bid 2

During the month of November, A-Tech Paving was mobilized to a concurrent project location. A-Tech Paving has currently completed 45% of the work associated with their contract.

Imhoff Bridge Emergency Repairs Project

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

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

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

During the month of November, Haskell Lemon Construction Co. completed the construction of the Southeast wing wall and downstream concrete apron.

PUBLIC TRANSIT

Public Transit Response to COVID-19 (coronavirus)

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

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

Battery Electric Bus Purchases

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

- An authorization to purchase the City's first battery electric vehicle, a transit bus, was approved at Council's May 25, 2021 meeting. A purchase order was issued on May 27, 2021 to the manufacturer. Approximately 50% of the vehicle purchase price will be reimbursed through a grant received from Oklahoma Department of Environmental Quality through the Volkswagen Settlement Fund.
- An authorization to purchase the City's second battery electric transit bus was approved at Council's August 10, 2021 meeting. A purchase order was issued on August 13, 2021 to the manufacturer. Approximately 70% of the vehicle purchase price will be reimbursed through a grant received from the FTA's 2021 Low- or No-Emission Vehicle Program. The City's project was 1 of 49 projects selected in the nation.

National Transit Database (NTD) FY 2021 Report

Staff finalized and submitted the FY 2021 report to the National Transit Database (NTD) at the end of October. Comments were received from reviewers and staff submitted the first revision on November 17. The NTD report is meant to compile data annually on finances, ridership, safety, and the fleet. All transit agencies in the United States submit data to the NTD.

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

The Go Norman Transit Plan was approved by resolution by Council at its June 22nd, 2021 meeting. Staff are continuing exploratory work on the next steps as recommended in the plan. Tasks this month included:

- Continuing to explore the site of the City's Transit Center.
- Submission of an ACOG Air Quality Small Grant to fund the construction of 80 new bus stops that align with the new route network of the Go Norman Transit Plan. Staff supported this application by adopting a programming resolution at its November 30, 2021 meeting.

Construction of the Transit Operations and Maintenance Facility

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Exterior door hardware installed.*
- *Site parking lot and entrance paving complete*
- *Detention pond excavation and structures complete*
- *Mechanical, electrical, and plumbing complete and startup has begun*
- *Installed security and data wiring*
- *Began construction of Flood Avenue entrance and gate (delayed due to unforeseen gas line conflict)*
- *Main power complete to building*
- *Painting of interior walls continues in both buildings*
- *Plumbing and bathroom fixtures installation begun*
- *Lockers installed*
- *Counter top construction has begun*
- *LVT flooring begun in Transit Building*
- *Drop ceilings begun*
- *Polished concrete flooring in both buildings has begun*
- *Installed fluid distribution system controllers*
- *2nd floor sub-floors installed in both buildings.*
- *Railings installed*
- *Interior door installation has begun*
- *Dumpster enclosure completed*
- *Bollards installed and painted*
- *Fence construction nearing completion*
- *Fall arrest system delivered*
- *Portable vehicle lifts delivered*
- *Central Vacuum system installed*

Transit Monthly Performance Report

Attached is the transit performance report for October 2021.

STREETS DIVISION

CAPITAL & BOND PROJECTS:

72ND AVENUE NE: ALAMEDA STREET TO ROBINSON STREET

Streets crews worked an overlay at 72nd Avenue NE: Alameda Street to Robinson Street and required 198.14 tons of asphalt for the repair.

72ND AVENUE NE: ALAMEDA STREET TO LINDSEY STREET

Streets crews worked an overlay at 72nd Avenue NE: Alameda Street to Lindsey Street and required 1624.61 tons of asphalt for the repair.

BROOKHAVEN #33: FOXBOROUGH COURT-MANOR HILL

Streets crews replaced damaged concrete panels on Brookhaven #33: Foxborough Court-Manor Hill. This repair required 19 cubic yards of concrete and resulted in over 64 square yards repaired.

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

Streets crews replaced damaged concrete panels on Town and Country Estates-North Westchester Avenue to North Sherry Avenue. This repair required 70 cubic yards of concrete and resulted in over 267 square yards repaired.

1213 DUSTIN DRIVE (VALLEY GUTTER PROGRAM)

Streets crews worked valley gutter repair at 1213 Dustin Drive. This repair required 6 cubic yards of concrete and resulted in over 31 square yards repaired.

ASPHALT OPERATIONS:

1613 BBLESSING COURT – DEEP PATCH

Streets crews worked deep patch at 1613 Blessing Court and required 36.53 tons of asphalt for the repair.

YORK DRIVE AND HUETTNER DRIVE-DEEP PATCH

Streets crews worked deep patch at York Dr. & Huettner Dr. & required 54.96 tons of asphalt for the repair.

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During November, 2021, 158 miles of rural rights-of way and 2,528,675 sq. ft. of urban rights-of-way were mowed.

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 6.24 tons of asphalt was utilized in routine pothole patching operations.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 24 work order requests and closed 29 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew installed 20 feet of HDP pipe for the Westwood Golf Course. The crew reinstalled a missing manhole lid at Duffy and Jenkins. The Infrastructure Maintenance crew helped the Channel Maintenance crew with reshaping of the ditch on the north side Robinson St. west of Firefly. The Infrastructure Maintenance Crew Completed a box replacement at 4116 Beachwood Drive. The crew started a pipe replacement project at 2809 Northglenn. The Infrastructure Maintenance crew checked 185 inlets and cleaned 45 inlets totaling .5 tons of debris removed.

CHANNEL MAINTENANCE

The Channel Maintenance crew removed drifts and cleared debris from several locations along Colonial Estates and Hollywood Chanel, which resulted in 10 tons of debris removed. The Channel Maintenance Crew removed debris from Telstar channel totaling 140 tons. The Channel Maintenance crew cleaned the OU and HWY 9 grate crossing, removing 45 tons of debris. The Maintenance crew added 75 tons of rip rap for bank stabilization at Meadow Ave. The Maintenance crew reshaped the ditch line on the north side of Robison street west of Firefly, removing 430 tons of dirt to reestablish the ditch line to prevent water from freezing on road. The crew checked 579 inlets and cleaned 320 inlets totaling 3.5 tons of debris removed.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 537 lane miles were swept in November resulting in the removal of approximately 114.77 tons of debris from various curb lined streets throughout the city. The crew also checked 120 linear feet of pipe with camera truck at Berry road. The crew checked 166 inlets and cleaned 93 inlets totaling 9.5 tons of debris removed.

STORMWATER OKIE LOCATES

During the month of November, 2802 Call 811 Okie Spots were received. Of those requests, 77 were stormwater pipe locates, 39 were marked, and 322 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 110 inspections of 196 active sites.

Issued 0 citations and 0 NOV to active sites.

Issued 3 Earth Change Permits to new projects.

MS4 OPERATIONS

Received and responded to 9 citizen calls.

Conducted 0 outfall inspections.

Conducted 0 detention/retention pond inspections.

On November 28, a watershed clean-up at Saxon Park was facilitated by Faith Haynes and Michelle Chao.

FLEET DIVISION

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

FUEL REPORT

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

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

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

MAINTENANCE REPORT

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

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

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

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

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

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

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

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

PRODUCTIVITY REPORT

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

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

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

November 2021
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2022 Associated Fees

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

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

City Council Review:

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

\$ 11,200.00

Development Committee:

Final Plats..... 1

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

\$0.00

Subtotal:

\$11,200.00

\$8,580.00

\$33,910.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 32
 ***Commercial..... 6
 Multi-Family..... 0
 Addition/Alteration..... 27
 House Moving..... 1
 Paving Only..... 7
 Storage Building..... 11
 Swimming Pool..... 8
 Storm Shelters..... 19
 Public Improvements..... 3
 Temporary Encroachments..... 0
 Fire Line Pits/Misc..... 1
 Franchise Utilities 30
 Other revenue 1
 Flood Plain (@\$100.00 each)..... 3

Total Permits.....

Grand Total.....

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

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

	\$10.00			
	\$300.00	\$500.00		\$1,200.00
	\$9,038.37	\$2,629.30		\$20,597.59
	\$20,548.37	\$11,709.30		\$55,717.59
	29	24		118
	6	4		26

* 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

November 2021

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	32	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	6	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	29	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%

EMBARC NORMAN

PERFORMANCE REPORT



Transit System Report

October 2021

Purpose

The Transit System Report provides a summary of both internal indicators and performance measures used to evaluate the performance of the EMBARK transportation system for the City of Norman. The internal indicators are mainly used by staff to compare performance to previous periods whereas, the performance measures having

specific targets are more outcome-based and are included in EMBARK's strategic business plan to help demonstrate accomplishments given the resources that are provided. The internal indicators and performance measures included in this report address ridership, dependability, safety and align with EMBARK's mission.

Total Ridership

Total ridership for EMBARK Norman in October 2021 was 23,732, compared to 23,280 in September 2021. The average total daily ridership was 913 for October 2021 and 931 for September 2021, a 1.98% decrease. Fiscal-year-to-date ridership is 89,612 passengers, a 25.68% increase from the October 2020 YTD total of 71,301.

The fixed-route service totaled 21,834 for October 2021 compared to 21,584 for September 2021. Average fixed-route daily ridership for October 2021 was 840, and 863 for September 2021, a 2.73% decrease. Passengers with bicycles or similar means of travel totaled 801, compared to 762 for September 2021. Passengers with wheelchairs or other mobility devices totaled 368, compared to 438 for September 2021.

PLUS ridership totaled 1,898 for October 2021, compared to 1,696 for September 2021. The average daily total PLUS ridership was 73 for October 2021 and 68 for September 2021, a 7.61% increase. Passengers with wheelchairs or other mobility devices totaled 375 for October 2021 and 335 for September 2021, a 11.94% increase.

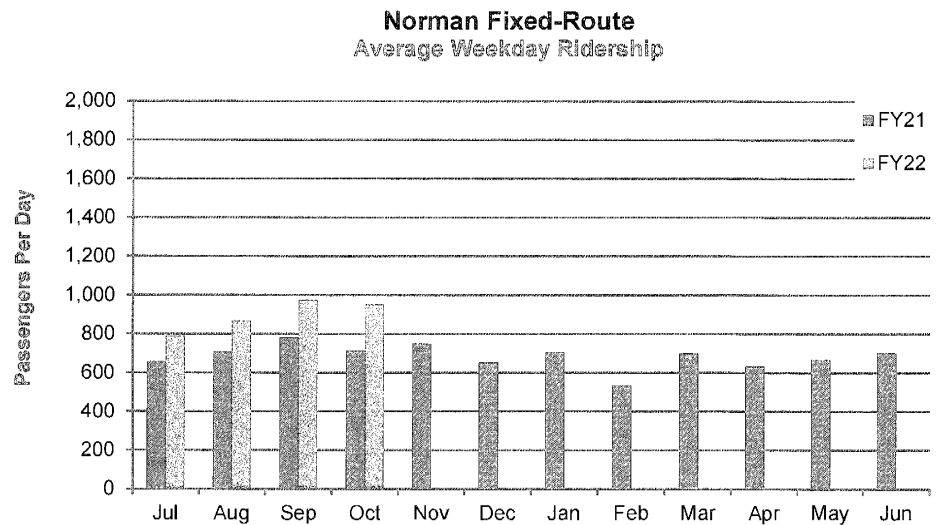
On June 11th, capacity was expanded, allowing six additional passengers per vehicle.

Norman Transit Services	Oct FY22	+/- Oct FY21	+/- Sep FY22
Fixed Routes (M-F)	20,021	27.49%	-2.20%
110 - Main Street	3,732	-0.86%	0.40%
111 - Lindsey East	8,999	41.83%	-8.12%
112 - Lindsey West	2,842	38.03%	0.78%
120 - West Norman	146	-23.56%	0.00%
121 - Alameda	4,302	28.61%	7.71%
144 - Social Security	0	0.00%	0.00%
Fixed Routes (Sat)	1,813	3.60%	62.89%
110 - Main Street	407	-6.22%	71.01%
111 - Lindsey East	654	1.87%	76.76%
112 - Lindsey West	235	-4.86%	30.56%
121 - Alameda	517	21.08%	59.08%
PLUS ADA Service	1,898	32.45%	11.91%
PLUS (M-F)	1,839	34.82%	11.05%
PLUS (Sat)	59	-14.49%	47.50%
Bikes	801	32.40%	5.12%
Wheelchair	368	25.60%	-15.98%
PLUS Wheelchair	375	38.89%	11.94%

Fixed Route Weekday Ridership

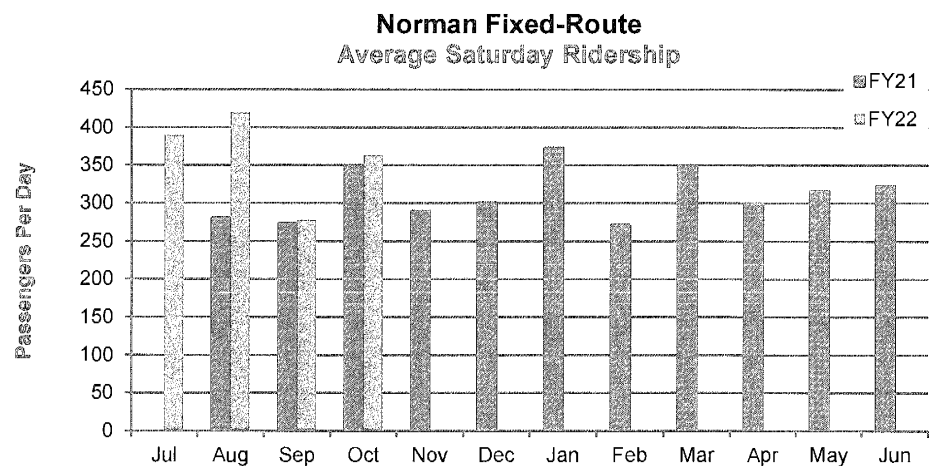
Total fixed-route weekday ridership for October 2021 was 20,021, a 2.20% decrease from 20,471 in September 2021. Average weekday passenger ridership totaled 953 in October 2021, a 2.20% decrease compared to 975 for September 2021. Average ridership increased 33.56% compared to 714 passengers in October 2020. The average RPSH was 14.27.

Route 144 was not operated due to the ongoing COVID outbreak.



Fixed Route Saturday Ridership

Total fixed-route Saturday ridership for October 2021 was 1,813, a 62.89% increase over 1,113 for September 2021. Average weekend passenger ridership totaled 363 for October 2021, a 30.31% increase, compared to 278 for September 2021. The average RPSH was 10.25.



Gameday Information

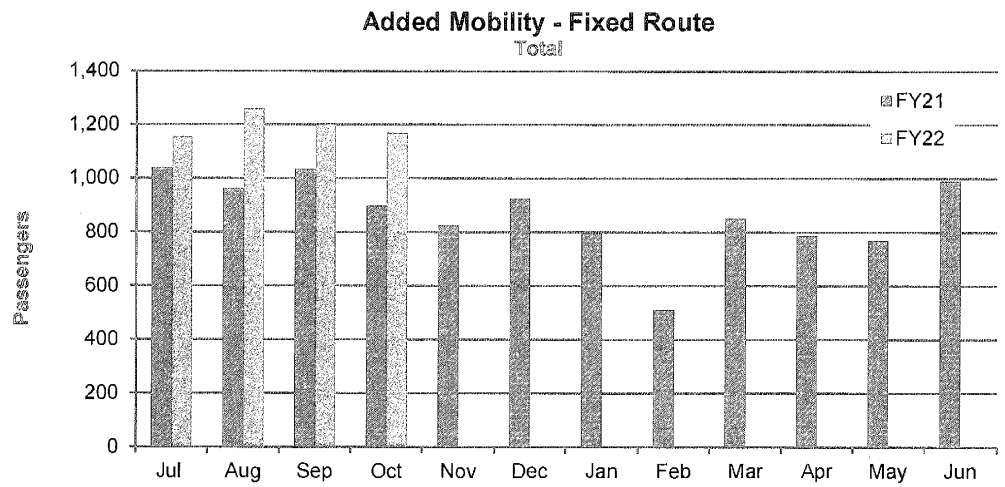
There were two gamedays in Norman: 10/16 and 10/30. Detours were implemented on affected routes.

Added Mobility – Fixed Route

Total passengers with added mobility, such as bikes and wheelchairs, totaled 1,169 for October 2021, a 2.58% decrease from 1,200 in September 2021, and a 30.18% increase from 898 in October 2020.

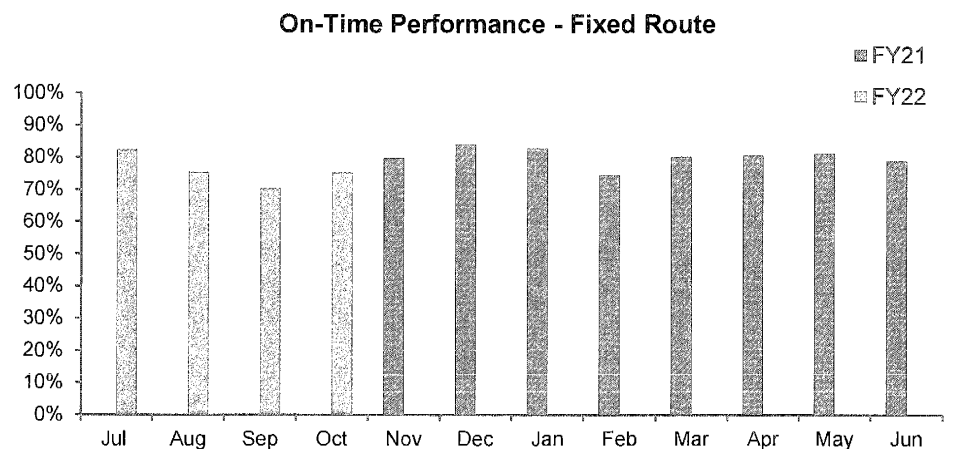
Bike passengers totaled 801, a 5.12% increase from 762 in September 2021 and a 32.40% increase from 605 in October 2020.

Wheelchair passengers totaled 368, a 15.98% decrease from 438 in September 2021, and a 25.60% increase from 293 in October 2020.



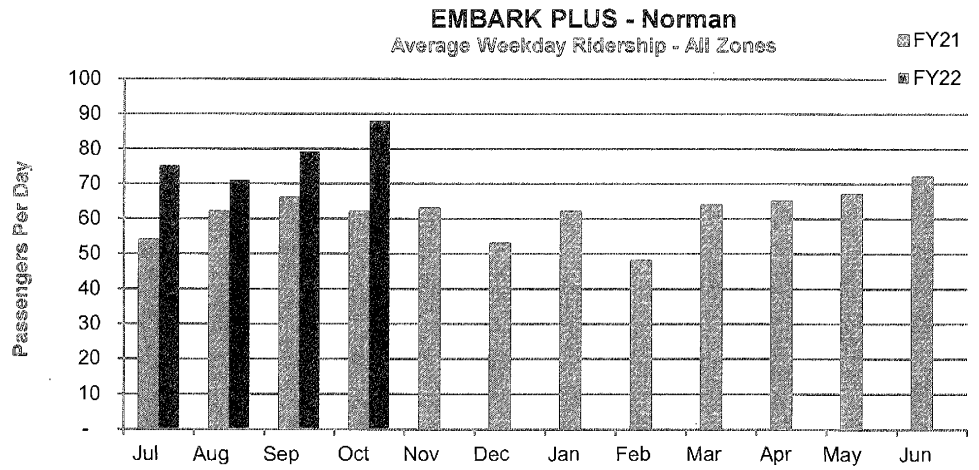
On-Time Performance – Fixed Route

Cumulative on-time performance for fixed-route buses was 75.3% in October 2021, a 4.80% increase from 70.5% in September 2021. As fixed-route on-time performance was first reported in November 2020, comparable year-over-year data is not available.



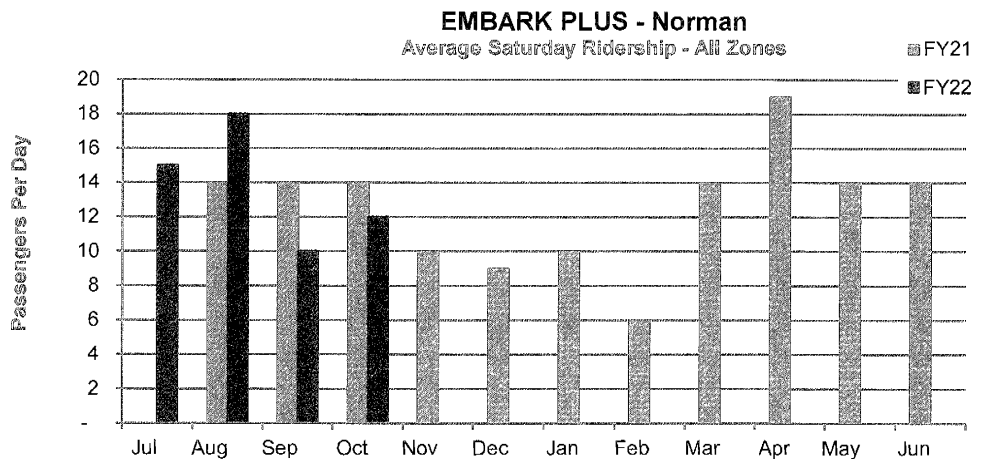
PLUS Weekday

Total PLUS weekday ridership for October 2021 was 1,839, a 11.05% increase from 1,656 in September 2021 and a 34.82% increase from 1,364 in October 2020. Average weekday passenger ridership totaled 88 for October 2021, a 11.05% increase from 79 for September 2021 and a 41.24% increase from 62 for October 2020. RPSH was 1.28.



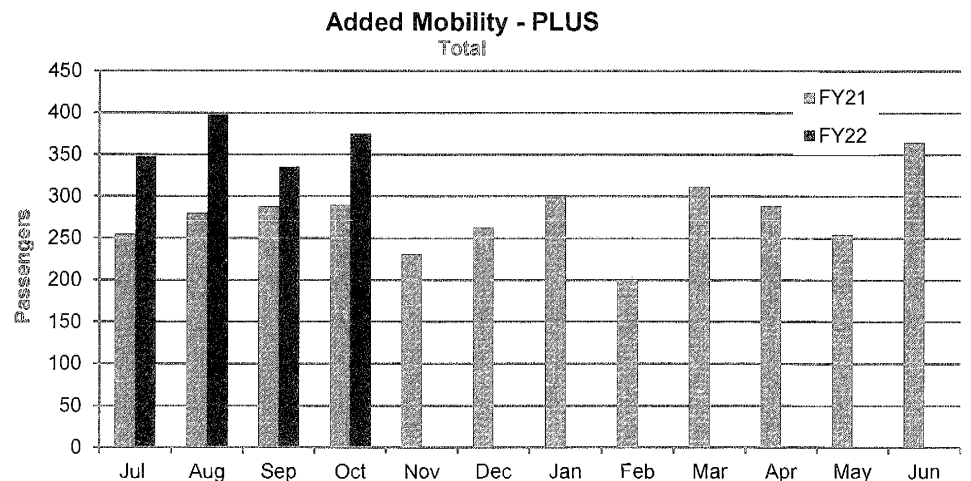
PLUS Saturday

Total PLUS Saturday ridership for October 2021 was 59, a 47.50% increase from 40 in September 2021. Average Saturday passenger ridership totaled 12 for October 2021, a 18.00% increase from 10 in September 2021 and a 14.49% decrease from 14 in October 2020. RPSH was 0.99.



Added Mobility - PLUS

PLUS passengers with added mobility totaled 375 for October 2021, a 11.94% increase from 335 in September 2021, and a 38.89% increase from 270 in October 2020.

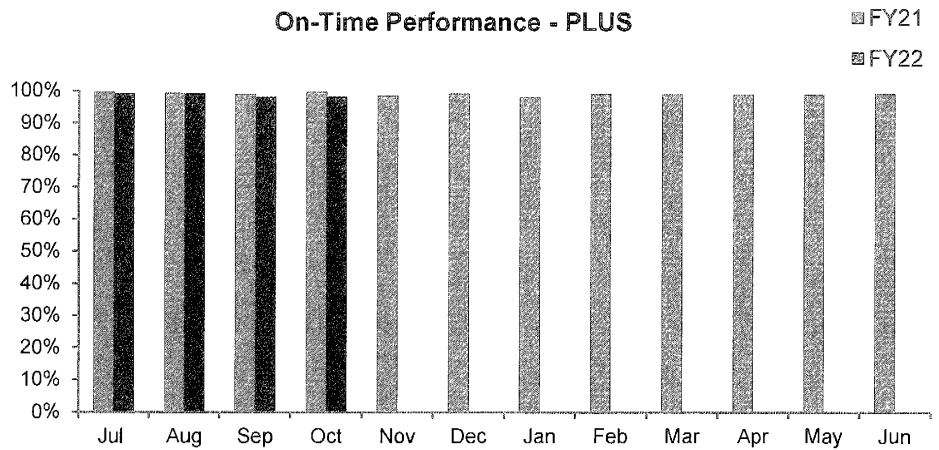


On-Time Performance - PLUS

Cumulative on-time performance for PLUS buses was 98.12%, a 0.19% increase from 97.94% in September 2021 and a -1.66% decrease from 99.78% in October 2020.

Weekday on-time performance in the primary zone was 98.04%, a 0.12% increase from 97.95% in September 2021 and a 1.78% decrease from 99.85% in

October 2020. Weekday on-time performance in the secondary zone was 98.14%, a 0.67% increase from 97.46% in September 2021 and a 1.10% decrease from 99.24% in October 2020. Saturday on-time performance was 100.00%, a 2.56% increase from 97.44% in September 2021 and a 1.54% increase from October 2020.



PLUS Weekday Service Summary	Oct FY22	+/- Oct FY21	+/- Sep FY22	PLUS Saturday Service Summary	Oct FY22	+/- Oct FY21	+/- Sep FY22
Total Passengers	1,839	34.82%	11.05%	Total Passengers	59	-14.49%	47.50%
Total Trips	1,707	31.51%	9.35%	Total Trips	51	-21.54%	30.77%
Trips Daily Average	81	37.77%	9.35%	Trips Daily Average	10	-21.54%	4.62%
Trips Requested	1,707	31.51%	9.35%	Trips Requested	51	-21.54%	30.77%
Denied Trips	0	-100.00%	0.00%	Denied Trips	0	0.00%	0.00%
Capacity Denials	0	0.00%	0.00%	Capacity Denials	0	0.00%	0.00%
No Show	22	-8.33%	29.41%	No Show	1	0.00%	100.00%

PLUS Applications	Oct FY22	+/- Oct FY21	+/- Sep FY22
New Applications	17	142.86%	0.00%
Renewals Received	7	0.00%	75.00%
Applications Approved	25	78.57%	150.00%
Applications Denied	2	200.00%	200.00%

Summary of Services Table: October 2021

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals. Although the Fiscal Year for 2020 began on August 1, 2019, EMBARK did not start providing service in Norman until August 5, 2019, and ridership numbers are counted from that date forward. EMBARK PLUS operations and ridership began in October 2019.



EMBARK Norman Service Summary	ADP Oct FY22	FY22 YTD	FY21 YTD	Service Profile	Oct FY22	Oct FY21	Sep FY22
Fixed Routes (M-F)	953	76,179	62,138	Weekdays	21	22	21
Fixed Routes (Sat)	363	6,548	3,688	Saturdays	5	5	4
PLUS (M-F)	88	6,640	5,307	Gamedays	2	0	4
-Zone 1*	67	5,235	4,235	Holidays	0	0	1
-Zone 2**	20	1,405	1,072	Weather	1	0	0
PLUS (Sat)***	12	245	168	Fiscal YTD Days	103	72	77
				Cal. YTD Days	230	200	205

* Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 22 YTD	FY 22 Targets	
# of Norman fixed-route passenger trips provided	82,727	265,054	
# of Norman paratransit trips provided	6,524	19,000	
% of on-time Norman paratransit pick-ups	93.36%	95.00%	
# of Norman bus passengers per service hour, cumulative	12.96	13.14	
# of Norman bus passengers per day, average	804	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.00%	N/A*	N/A*

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

Glossary

- **Added Mobility** – Wheelchairs, bicycles, scooters, and other devices used by passengers in conjunction with transit
- **ADP** – Average Daily Passengers
- **ADR** – Average Daily Ridership
- **AVG** – Average
- **Fixed Route** – Regular bus service
- **FY21** – The fiscal year 2021. Lasted from 7/1/2020 to 6/30/2021
- **FY22** – The fiscal year 2022. Lasting from 7/1/2021 to 6/30/2022
- **FY YTD** – Fiscal Year, Year to Date
- **LFR** – "Leading for Results," EMBARK's internal performance measurements and targets
- **OTP** – On-time performance
- **Paratransit** – ADA vehicle service for seniors and other clients with special needs
- **PAX** – Passenger
- **PLUS** – Brand name for EMBARK Paratransit service
- **RPSH** – Riders per service hour
- **SAT** – Saturday
- **WKD** – Weekday
- **YOY** – Year-over-year, used to compare the previous year's performance when available
- **ZONE 1** – Primary zone for PLUS operation
- **ZONE 2** – Secondary zone for PLUS operation

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2022 November 2021	FYE 2022 November 2021	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100% 6.24	100%	100% 45.48	100%	95%
Overlay/pave 10 miles per year.	1.00	10%	10.25	103%	100%
Replace 2,000 square yards of concrete pavement panels	175.00	9%	1,377.00	69%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	4.00	1%	65.00	15%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	2,528,675.00	20%	12,839,148.50	101%	100%
Mow 148 miles of Rural Right-of-way three times per year	158.00	36%	1,064.00	240%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Complete all selected projects for the bond year within the same fiscal year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STORMWATER DIVISION					
	FYE 2022 November, 2021	FYE 2022 November, 2021	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	537.00	107%	2,549.00	42%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	745.00	7%	4,863.00	49%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	10,725.00	0%	3,923,731.00	29%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Permit all earth disturbing operations over 1 acre in size.	3.00	95%	13.00		95%
Permit all floodplain activities as appropriate.	-	0%	9.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines. (1)	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	110.00	56%	562.00		100%
Respond to stormwater complaints within 24 hours of the time reported	9.00	100%	101.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	5.00		100%

**FLEET MANAGEMENT
INVENTORY
November 2021**

FUEL

WESTWOOD GOLF	481.0	gallons	DIESEL	@	2.320	\$	1,115.92
WESTWOOD GOLF	631.7	gallons	UNLEADED	@	2.390	\$	1,509.76
NORTH BASE	3,489.0	gallons	UNLEADED	@	2.410	\$	8,408.46
NORTH BASE	2,475.1	gallons	DIESEL	@	2.400	\$	5,940.15
FIRE STATION #5	239.5	gallons	UNLEADED	@	2.410	\$	577.27
FIRE STATION #5	141.3	gallons	DIESEL	@	2.450	\$	346.19
FIRE STATION #6	145.0	gallons	DIESEL	@	2.420	\$	350.90
FIRE STATION #6	367.9	gallons	UNLEADED	@	2.410	\$	886.64
BULK TANKS	1,200.0	gallons	DIESEL	@	2.400	\$	2,880.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	4,728.1	\$ 11,382.13
DIESEL	4,442.4	\$ 10,633.16

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

November 2021

IN GALLONS	FYE 2022	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	15,672.00	16,674.00	17,444.11
Outside - sublet	1,022.00	857.00	4,968.34
TOTAL	16,694.00	17,531.00	22,412.45
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	17,560.54	19,548.72	28,020.49
			<u>PUBLIC CNG CONSUMED</u>
			4,730.30

FYE 2022 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	99,349.95	109,943.22	148,719.90	21,402.02

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.49	Low	\$2.22	UNLEADED	High	\$2.49	Low	\$2.33
DIESEL	High	\$2.49	Low	\$2.29	DIESEL	High	\$2.49	Low	\$2.40
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.49	Low	\$1.49

FASTER CONSUMABLE PARTS PURCHASED					PUBLIC CNG SALES				
REPAIR PARTS		\$78,855.36			Month Total Public CNG Sales		\$6,958		
BATTERIES		\$4,375.32			FYE 2022 To Date Public Sales		\$31,606		
OILS/FLUIDS		\$5,333.55			LIFE TO DATE CNG GAS GALLON EQUIVALENT				
TIRES		\$23,601.69			Total Sold Gallons Life To Date		985,038		
SUBLET REPAIRS		\$20,583.16			Total Gross Sales Life To Date		\$1,413,212		
TOTAL SPENT ALL parts/sublet		\$132,749.08			Life To Date CNG Gas Gallon Equivalent				
					Total Public/City Through-Put CNG Gallons @ Statio		2,682,603		

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	4	4	39
EMERGENCY ROAD CALLS	1	5	9	42
PM SERVICES	85	96	117	690
INCLEMENT WEATHER	4	13	0	20
WORK ORDERS	237	300	269	1,883
SCHEDULED REPAIRS	114	118	150	776
NON SCHEDULED REPAIRS	73	77	77	522

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	4	12	13	51
EMERGENCY ROAD CALLS	14	15	19	145
PM SERVICES	39	59	32	313
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	208	256	256	1,754
SCHEDULED REPAIRS	58	89	58	432
NON SCHEDULED REPAIRS	120	135	163	1,003

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	2	1	1	20
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	17	10	8	78
INCLEMENT WEATHER	0	2	0	2
WORK ORDERS	73	80	84	508
SCHEDULED REPAIRS	17	10	9	67
NON SCHEDULED REPAIRS	54	69	57	389

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	10	17	18	101
EMERGENCY ROAD CALLS	16	20	28	178
PM SERVICES	143	166	159	1074
INCLEMENT WEATHER	5	15	0	24
WORK ORDERS	544	653	628	4236
SCHEDULED REPAIRS	196	219	219	1289
NON SCHEDULED REPAIRS	259	285	303	1946

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2022

November 2021

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	123.01	72%	99.6%	27.6%	
# 002	142.22	72%	115.2%	43.2%	
# 003	111.68	72%	90.4%	18.4%	
# 004	81.35	72%	65.9%	-6.1%	
# 006	116.23	72%	94.1%	22.1%	
# 007	71.95	72%	58.3%	-13.7%	
# 008	86.00	72%	69.6%	-2.4%	
# 009	104.84	72%	84.9%	12.9%	
# 010	122.87	72%	99.5%	27.5%	
# 011	121.92	72%	98.7%	26.7%	
# 012	88.31	72%	71.5%	-0.5%	
# 013	76.03	72%	61.6%	-10.4%	
# 014	7.03	72%	5.7%	-66.3%	
# 018	126.92	72%	102.8%	30.8%	
# 021	110.45	72%	89.4%	17.4%	
# 028	117.32	72%	95.0%	23.0%	
# 031	78.98	72%	64.0%	-8.0%	
# 033	60.99	72%	49.4%	-22.6%	

DIRECT LABOR HOURS

1748.10

TOTAL AVAILABLE HOURS

2223.00

PRODUCTIVITY GOAL

72.0%

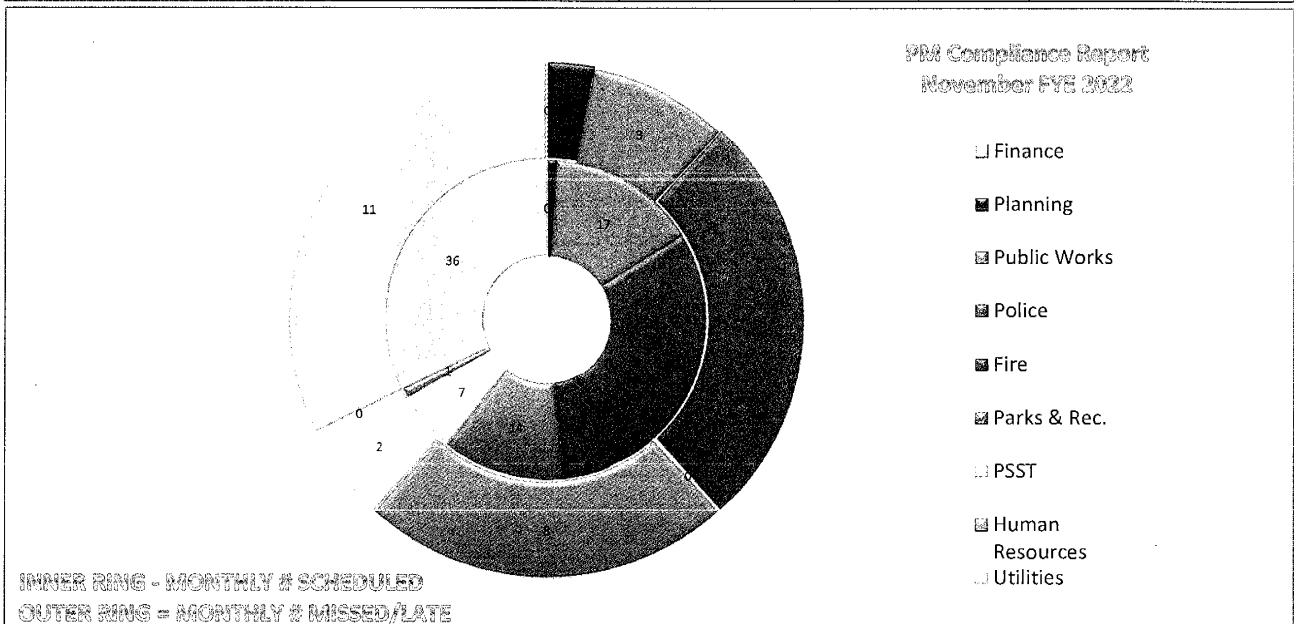
ACTUAL PRODUCTIVITY

78.6%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
November FYE 2022**

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
FIRE										
2001	2020 John Deere Z91 SE	Fire Suppression	12/1/2021	4/10/2021	-235	days	6/28/2021	Light Repair	PM-C	4/27/2020
					0	Hours	10/25/2021	Heavy Repair	PM-C & PM-I	2/4/2021
POLICE										
0986	2012 Ford F250	PD Animal Control	177019	174176	-2843	miles	11/4/2021	Light Repair	PM-C	5/11/2021
LEDT1	2000 Ford Crown Vic	PD Patrol	12/1/2021	11/9/2021	-22	Days	11/23/2021	Light Repair	PM-C	11/9/2021
1186	2013 Ford Interceptor	PD Patrol	161596	159921	-1675	miles	11/8/2021	Light Repair	PM-C	4/26/2021
PSST										
053T	2019 Covered Wagon Trailer	PSST Fire Suppression	12/1/2021	11/1/2021	-30	Days	11/1/2021	Light Repair	PM-A	11/12/2020
1225	2011 Ford Crown Vic	PSST Patrol	126311	125598	-713	Miles	11/29/2021	Light Repair	PM-C	7/2/2021
LEDT2	2010 Ford Crown Vic	PSST Patrol	12/1/2021	11/17/2021	-14	Days	11/23/2021	Light Repair	PM-C	9/6/2019
UTILITIES										
5372	2008 Caterpillar Backhoe	WRF Sewerline Maintenance	12/1/2021	10/1/2021	-61	Days	11/19/2021	Heavy Repair	PM-B	10/1/2021
307H	2015 Indeco	Waterline Maintenance	12/1/2021	3/2/2021	-274	days	7/9/2021	Heavy Repair	PM-C	3/2/2021
309A	2020 Champion Compressor	Waterline Maintenance	12/1/2021	6/25/2021	-159	days	8/2/2021	Heavy Repair	PM-C	N/A
333A	2015 Vanair Air Compressor	Waterline Maintenance	12/1/2021	11/18/2021	-13	Days	11/30/2021	Light Repair	PM-C	5/18/2021
SANITATION										
0209	2019 Ford F150	Commercial	12966	11262	-1704	Miles	11/1/2021	Light Repair	PM-C	9/23/2020
0261	2010 Peterbilt Sideload	Residential	19858	19455	-403	hours	10/13/2021	Heavy Repair	PM-C	1/20/2021
281T	2019 Holt Trailer	Commercial	12/1/2021	1/28/2021	-307	hours	3/19/2021	Heavy Repair	PM-A	1/27/2020
0208	2019 Ford F150	Residential	16420	15593	-827	Miles	7/22/2021	Light Repair	PM-C	6/10/2021
0275	2003 IHC Rearloader	Yard Waster	5972	5965	-7	Hours	11/19/2021	Heavy Repair	PM-C	9/5/2021
0263	2021 Peterbilt 348 Rearloader	Yard Waste	1280	1193	-87	Hours	10/29/2021	Heavy Repair	PM-C	7/16/2021
PARK MAINTENANCE										
5408	2001 Dodge 2500 P/U	Park Maintenance	108907	108217	-690	Miles	10/20/2021	Light Shop	PM-C	1/2/2019
0437	2015 Phoenix 1800HD	Park Maintenance	12/1/2021	6/24/2021	-160	days	5/7/2021	Light Repair	PM-B	6/24/2020
0433	2018 John Deere	Park Maintenance	557	490	-67	Hours	11/9/2021	Light Repair	PM-C	12/15/2020
401T	2007 Holt Trailer	Park Maintenance	12/1/2021	11/6/2021	-25	Days	11/9/2021	Light Repair	PM-A	11/6/2021
5408	2001 Dodge 2500 P/U	Park Maintenance	108907	108217	-690	Miles	11/24/2021	Light Repair	PM-C	1/2/2019
0428	2007 Phoenix	Park Maintenance	12/1/2021	6/19/2021	-165	days	7/23/2021	Light Repair	PM-C	6/19/2020
PUBLIC WORKS										
892GR	2014 John Deere Grapple	Stormwater Maintenance	12/1/2021	7/23/2021	-131	days	8/17/2021	Heavy Repair	PM-B	7/23/2020
0168	2008 John Deere 210LE	Streets	2669	2659	-10	Hours	11/15/2021	Heavy Repair	PM-C	3/18/2021
680B	2012 John Deere Brushog	Streets	12/1/2021	6/8/2021	-176	days	8/13/2021	Heavy Repair	PM-B	6/8/2020



Department	Scheduled	Missed/Late	% Late
Finance	0	0	0.0%
Planning	1	1	100.0%
Public Works	17	3	17.6%
Police	29	9	31.0%
Fire	7	0	0.0%
Parks & Rec.	14	8	57.1%
PSST	7	2	28.6%
Human Resources	1	0	0.0%
Utilities	36	11	30.6%
Citywide Total	112	34	30.4%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

November FYE 2022

Industry Standard Compliance: Not To Exceed 5%

					Current %	
					PENDING	
CITY CLERK						
CITY COUNCIL	1	1			0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY	1			1	100%	100%
HUMAN RESOURCES						
HUMAN RESOURCES	1	1			0%	0%
					0%	50%
					0%	0%
FINANCE						
METER SERVICES					0%	0%
PLANNING						
PLANNING	1	1	1	1	100%	100%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	67%
PUBLIC WORKS						
ENGINEERING					0%	10%
STREETS	10	7	3	3	30%	38%
STORMWATER	3	4			0%	6%
TRAFFIC	3	3			0%	20%
STORMWATER QUALITY					0%	0%
FLEET	1	1			0%	0%
TRANSIT					0%	40%
POLICE						
ANIMAL CONTROL	2	1		1	50%	36%
POLICE ADMINISTRATION	2	4			0%	30%
POLICE STAFF SERVICES	1	1		1	100%	25%
POLICE CRIMINAL INVESTIGATIONS	1	1			0%	41%
POLICE PATROL	13	16	3	7	54%	74%
POLICE SPECIAL INVESTIGATIONS	3	4			0%	0%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	62%
FIRE TRAINING					0%	67%
FIRE PREVENTION					0%	18%
FIRE SUPPRESSION	7	9	2		0%	25%
FIRE DISASTER PREPAREDNESS					0%	31%
PARKS & RECREATION						
PARK MAINTENANCE	13	7		8	62%	50%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE	1	1			0%	39%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	3	4		1	33%	33%
PSST POLICE CRIMINAL INVESTIGATION	2	2			0%	0%
PSST FIRE SUPPRESSION	2	2		1	50%	50%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1	1			0%	0%
WATER PLANT	1	1			0%	0%
WATER PLANT WELLS	1	1			0%	48%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	7	5	1	2	29%	43%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	14%
WRF INDUSTRIAL					0%	17%
WRF BIOSOLIDS					0%	0%
WRF OPERATIONS	1	2	1	1	100%	200%
SEWER LINE MAINTENANCE	7	8	1	1	14%	29%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	22%
SANITATION RESIDENTIAL	6	6		1	17%	78%
SANITATION COMMERCIAL	5	2	1	2	40%	67%
SANITATION TRANSFER	3	2		1	33%	67%
SANITATION COMPOST					0%	33%
SANITATION RECYCLE					0%	0%
SANITATION YARD WASTE	4	1	1	3	75%	100%

PM COMPLIANCE REPORT

November FYE 2022

Industry Standard Compliance: Not To Exceed 5%

					Current %	
					PENDING	
CITYWIDE TOTAL	107	99	14	35	33%	34%

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

NOVEMBER 2019		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%	81	81	100%	354	354	100%
Provide information requested by citizens within 7 days		95%	81	81	100%	354	354	100%
Complete traffic engineering studies within 45 days.		99%	3	3	100%	13	13	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.		95%	43	43	100%	253	253	100%
Worker Hours Per Gallon of Paint Installed.		0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
			8	11.5	1.44	1659	547.75	0.33
Thermoplastic legend, arrows, stop bars & crosswalks installed.		4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
			0.28	1	3.57	1.66	8	4.82
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%	69	69	100%
Response to reports on traffic signal malfunctions within one hour.		99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
			9	9	100%	90	90	100%
Response to reports of sign damage:		Percentage						
High Priority Stop or Yield Signs within one hour		99%	8	8	100%	27	27	100%
Lower Priority all other signs within one day		90%	19	19	100%	136	136	100%
Street Name Signs within two weeks		90%	6	6	0%	78	78	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
			3040	16	0.00	16200	16	0.00

November 2021
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2022 Associated Fees

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

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

City Council Review:

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

\$ 11,200.00

Development Committee:

Final Plats..... 1

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

\$0.00

Subtotal:

\$11,200.00

\$8,580.00

\$33,910.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 32
 ***Commercial..... 6
 Multi-Family..... 0
 Addition/Alteration..... 27
 House Moving..... 1
 Paving Only..... 7
 Storage Building..... 11
 Swimming Pool..... 8
 Storm Shelters..... 19
 Public Improvements..... 3
 Temporary Encroachments..... 0
 Fire Line Pits/Misc..... 1
 Franchise Utilities 30
 Other revenue 1
 Flood Plain (@\$100.00 each)..... 3

Total Permits.....

Grand Total.....

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

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

\$10.00			
\$300.00	\$500.00		\$1,200.00
\$9,038.37	\$2,629.30		\$20,597.59
\$20,548.37	\$11,709.30		\$55,717.59
29	24		118
6	4		26

* 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

November 2021

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

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	32	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	6	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	29	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%

EMBARCK NORMAN

PERFORMANCE REPORT



Transit System Report

October 2021

Purpose

The Transit System Report provides a summary of both internal indicators and performance measures used to evaluate the performance of the EMBARK transportation system for the City of Norman. The internal indicators are mainly used by staff to compare performance to previous periods whereas, the performance measures having

specific targets are more outcome-based and are included in EMBARK's strategic business plan to help demonstrate accomplishments given the resources that are provided. The internal indicators and performance measures included in this report address ridership, dependability, safety and align with EMBARK's mission.

Total Ridership

Total ridership for EMBARK Norman in October 2021 was 23,732, compared to 23,280 in September 2021. The average total daily ridership was 913 for October 2021 and 931 for September 2021, a 1.98% decrease. Fiscal-year-to-date ridership is 89,612 passengers, a 25.68% increase from the October 2020 YTD total of 71,301.

The fixed-route service totaled 21,834 for October 2021 compared to 21,584 for September 2021. Average fixed-route daily ridership for October 2021 was 840, and 863 for September 2021, a 2.73% decrease. Passengers with bicycles or similar means of travel totaled 801, compared to 762 for September 2021. Passengers with wheelchairs or other mobility devices totaled 368, compared to 438 for September 2021.

PLUS ridership totaled 1,898 for October 2021, compared to 1,696 for September 2021. The average daily total PLUS ridership was 73 for October 2021 and 68 for September 2021, a 7.61% increase. Passengers with wheelchairs or other mobility devices totaled 375 for October 2021 and 335 for September 2021, a 11.94% increase.

Norman Transit Services	Oct FY22	+/- Oct FY21	+/- Sep FY22
Fixed Routes (M-F)	20,021	27.49%	-2.20%
110 - Main Street	3,732	-0.86%	0.40%
111 - Lindsey East	8,999	41.83%	-8.12%
112 - Lindsey West	2,842	38.03%	0.78%
120 - West Norman	146	-23.56%	0.00%
121 - Alameda	4,302	28.61%	7.71%
144 - Social Security	0	0.00%	0.00%
Fixed Routes (Sat)	1,813	3.60%	62.89%
110 - Main Street	407	-6.22%	71.01%
111 - Lindsey East	654	1.87%	76.76%
112 - Lindsey West	235	-4.86%	30.56%
121 - Alameda	517	21.08%	59.08%
PLUS ADA Service	1,898	32.45%	11.91%
PLUS (M-F)	1,839	34.82%	11.05%
PLUS (Sat)	59	-14.49%	47.50%
Bikes	801	32.40%	5.12%
Wheelchair	368	25.60%	-15.98%
PLUS Wheelchair	375	38.89%	11.94%

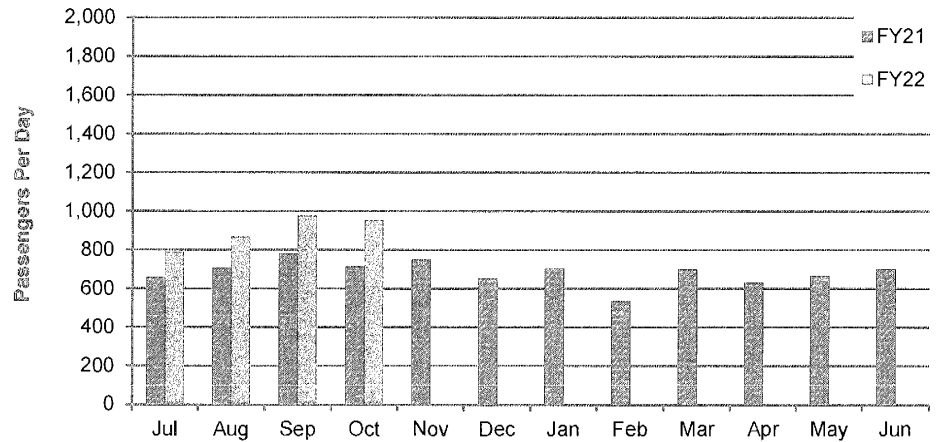
On June 11th, capacity was expanded, allowing six additional passengers per vehicle.

Fixed Route Weekday Ridership

Total fixed-route weekday ridership for October 2021 was 20,021, a 2.20% decrease from 20,471 in September 2021. Average weekday passenger ridership totaled 953 in October 2021, a 2.20% decrease compared to 975 for September 2021. Average ridership increased 33.56% compared to 714 passengers in October 2020. The average RPSH was 14.27.

Route 144 was not operated due to the ongoing COVID outbreak.

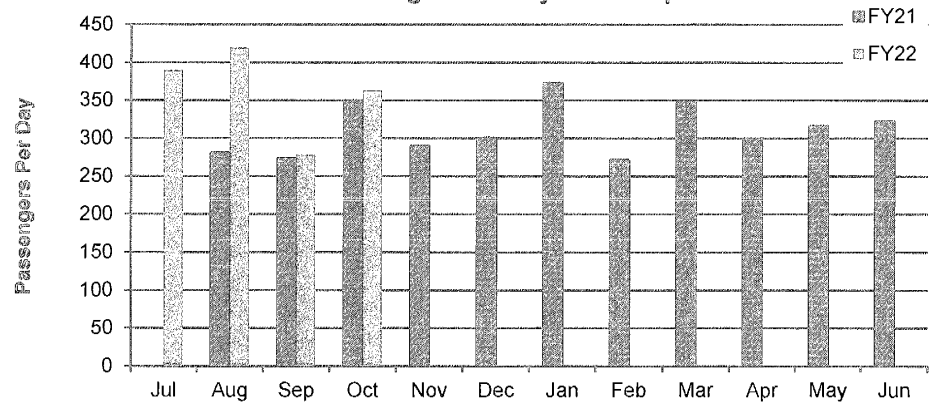
**Norman Fixed-Route
Average Weekday Ridership**



Fixed Route Saturday Ridership

Total fixed-route Saturday ridership for October 2021 was 1,813, a 62.89% increase over 1,113 for September 2021. Average weekend passenger ridership totaled 363 for October 2021, a 30.31% increase, compared to 278 for September 2021. The average RPSH was 10.25.

**Norman Fixed-Route
Average Saturday Ridership**



Gameday Information

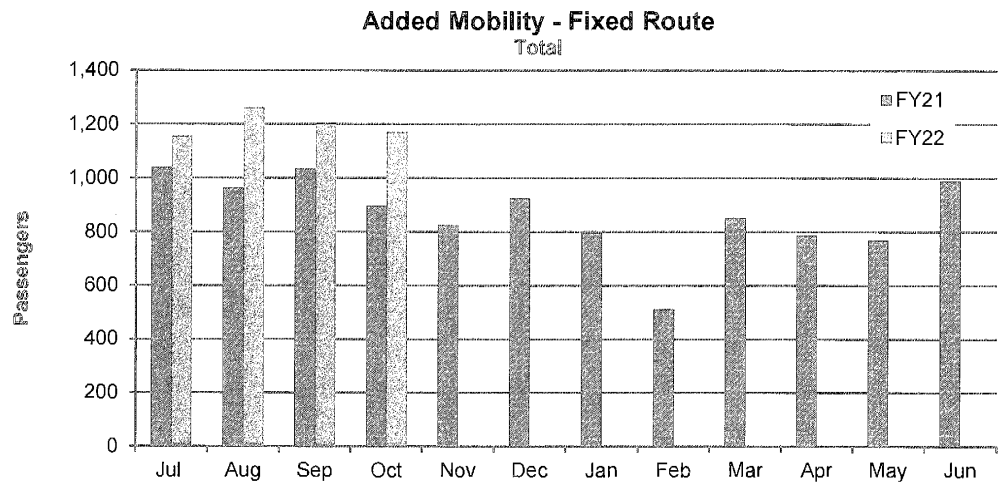
There were two gamedays in Norman: 10/16 and 10/30. Detours were implemented on affected routes.

Added Mobility – Fixed Route

Total passengers with added mobility, such as bikes and wheelchairs, totaled 1,169 for October 2021, a 2.58% decrease from 1,200 in September 2021, and a 30.18% increase from 898 in October 2020.

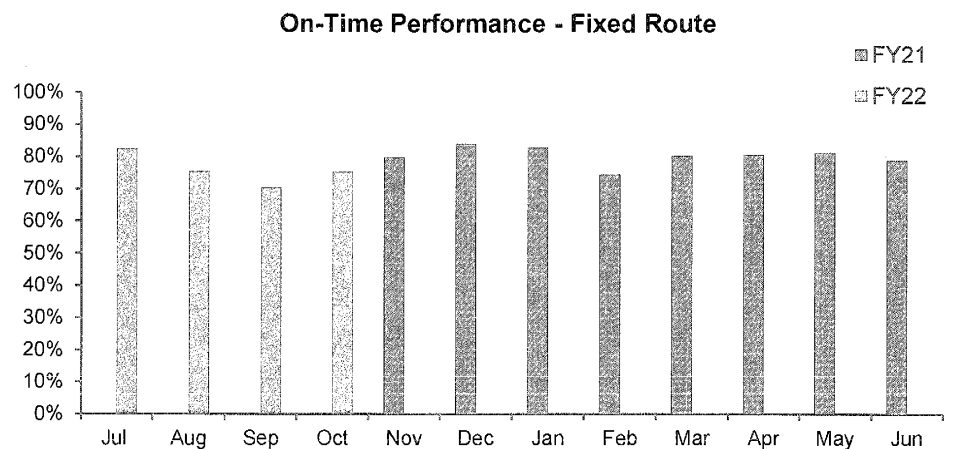
Bike passengers totaled 801, a 5.12% increase from 762 in September 2021 and a 32.40% increase from 605 in October 2020.

Wheelchair passengers totaled 368, a 15.98% decrease from 438 in September 2021, and a 25.60% increase from 293 in October 2020.



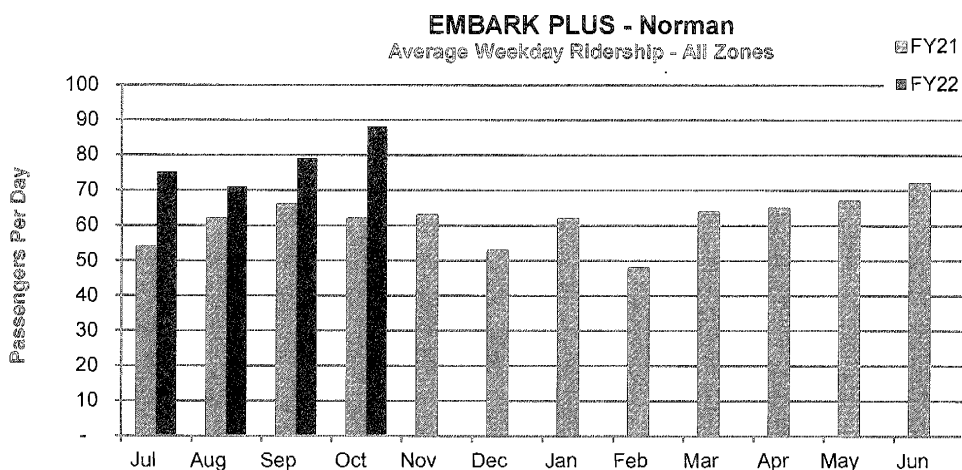
On-Time Performance – Fixed Route

Cumulative on-time performance for fixed-route buses was 75.3% in October 2021, a 4.80% increase from 70.5% in September 2021. As fixed-route on-time performance was first reported in November 2020, comparable year-over-year data is not available.



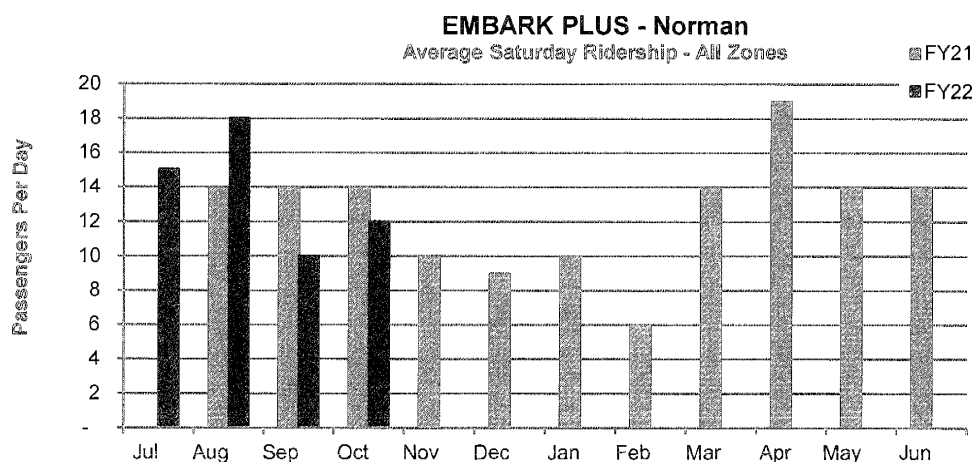
PLUS Weekday

Total PLUS weekday ridership for October 2021 was 1,839, a 11.05% increase from 1,656 in September 2021 and a 34.82% increase from 1,364 in October 2020. Average weekday passenger ridership totaled 88 for October 2021, a 11.05% increase from 79 for September 2021 and a 41.24% increase from 62 for October 2020. RPSH was 1.28.



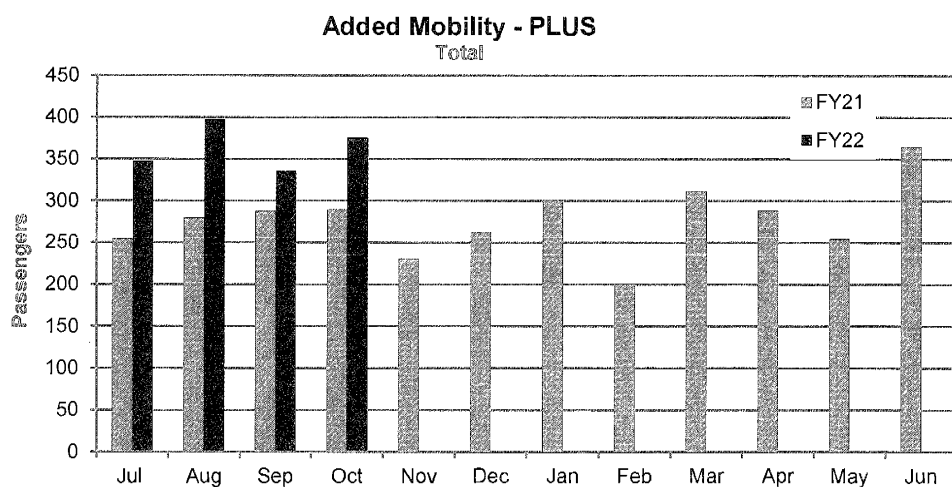
PLUS Saturday

Total PLUS Saturday ridership for October 2021 was 59, a 47.50% increase from 40 in September 2021. Average Saturday passenger ridership totaled 12 for October 2021, a 18.00% increase from 10 in September 2021 and a 14.49% decrease from 14 in October 2020. RPSH was 0.99.



Added Mobility - PLUS

PLUS passengers with added mobility totaled 375 for October 2021, a 11.94% increase from 335 in September 2021, and a 38.89% increase from 270 in October 2020.

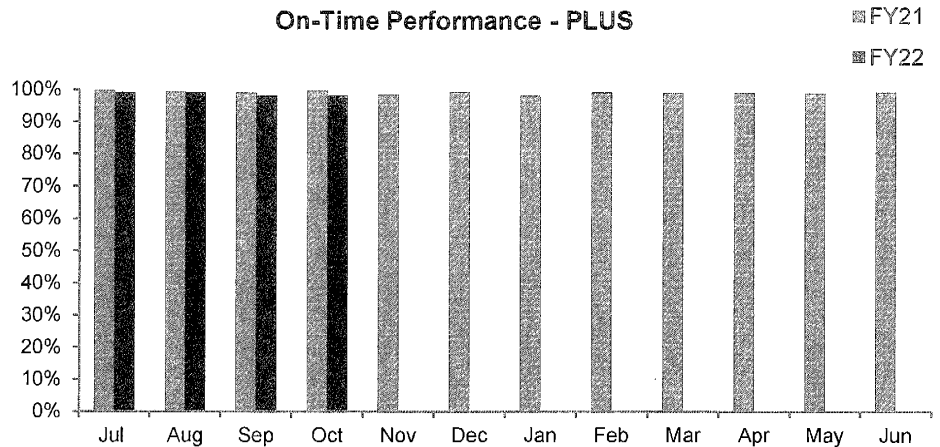


On-Time Performance - PLUS

Cumulative on-time performance for PLUS buses was 98.12%, a 0.19% increase from 97.94% in September 2021 and a -1.66% decrease from 99.78% in October 2020.

Weekday on-time performance in the primary zone was 98.04%, a 0.12% increase from 97.95% in September 2021 and a 1.78% decrease from 99.85% in

October 2020. Weekday on-time performance in the secondary zone was 98.14%, a 0.67% increase from 97.46% in September 2021 and a 1.10% decrease from 99.24% in October 2020. Saturday on-time performance was 100.00%, a 2.56% increase from 97.44% in September 2021 and a 1.54% increase from October 2020.



PLUS Weekday Service Summary	Oct FY22	+/- Oct FY21	+/- Sep FY22	PLUS Saturday Service Summary	Oct FY22	+/- Oct FY21	+/- Sep FY22
Total Passengers	1,839	34.82%	11.05%	Total Passengers	59	-14.49%	47.50%
Total Trips	1,707	31.51%	9.35%	Total Trips	51	-21.54%	30.77%
Trips Daily Average	81	37.77%	9.35%	Trips Daily Average	10	-21.54%	4.62%
Trips Requested	1,707	31.51%	9.35%	Trips Requested	51	-21.54%	30.77%
Denied Trips	0	-100.00%	0.00%	Denied Trips	0	0.00%	0.00%
Capacity Denials	0	0.00%	0.00%	Capacity Denials	0	0.00%	0.00%
No Show	22	-8.33%	29.41%	No Show	1	0.00%	100.00%

PLUS Applications	Oct FY22	+/- Oct FY21	+/- Sep FY22
New Applications	17	142.86%	0.00%
Renewals Received	7	0.00%	75.00%
Applications Approved	25	78.57%	150.00%
Applications Denied	2	200.00%	200.00%

Summary of Services Table: October 2021

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals. Although the Fiscal Year for 2020 began on August 1, 2019, EMBARK did not start providing service in Norman until August 5, 2019, and ridership numbers are counted from that date forward. EMBARK PLUS operations and ridership began in October 2019.



EMBARK Norman Service Summary	ADP Oct FY22	FY22 YTD	FY21 YTD	Service Profile	Oct FY22	Oct FY21	Sep FY22
Fixed Routes (M-F)	953	76,179	62,138	Weekdays	21	22	21
Fixed Routes (Sat)	363	6,548	3,688	Saturdays	5	5	4
PLUS (M-F)	88	6,640	5,307	Gamedays	2	0	4
-Zone 1*	67	5,235	4,235	Holidays	0	0	1
-Zone 2**	20	1,405	1,072	Weather	1	0	0
PLUS (Sat)***	12	245	168	Fiscal YTD Days	103	72	77
				Cal. YTD Days	230	200	205

* Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 22 YTD	FY 22 Targets	
# of Norman fixed-route passenger trips provided	82,727	265,054	
# of Norman paratransit trips provided	6,524	19,000	
% of on-time Norman paratransit pick-ups	93.36%	95.00%	
# of Norman bus passengers per service hour, cumulative	12.96	13.14	
# of Norman bus passengers per day, average	804	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.00%	N/A*	N/A*

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

Glossary

- **Added Mobility** – Wheelchairs, bicycles, scooters, and other devices used by passengers in conjunction with transit
- **ADP** – Average Daily Passengers
- **ADR** – Average Daily Ridership
- **AVG** – Average
- **Fixed Route** – Regular bus service
- **FY21** – The fiscal year 2021. Lasted from 7/1/2020 to 6/30/2021
- **FY22** – The fiscal year 2022. Lasting from 7/1/2021 to 6/30/2022
- **FY YTD** – Fiscal Year, Year to Date
- **LFR** – "Leading for Results," EMBARK's internal performance measurements and targets
- **OTP** – On-time performance
- **Paratransit** – ADA vehicle service for seniors and other clients with special needs
- **PAX** – Passenger
- **PLUS** – Brand name for EMBARK Paratransit service
- **RPSH** – Riders per service hour
- **SAT** – Saturday
- **WKD** – Weekday
- **YOY** – Year-over-year, used to compare the previous year's performance when available
- **ZONE 1** – Primary zone for PLUS operation
- **ZONE 2** – Secondary zone for PLUS operation

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2022 November 2021	FYE 2022 November 2021	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	6.24		45.48		
Overlay/pave 10 miles per year.	1.00	10%	10.25	103%	100%
Replace 2,000 square yards of concrete pavement panels	175.00	9%	1,377.00	69%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	4.00	1%	65.00	15%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	2,528,675.00	20%	12,839,148.50	101%	100%
Mow 148 miles of Rural Right-of-way three times per year	158.00	36%	1,064.00	240%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Complete all selected projects for the bond year within the same fiscal year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STORMWATER DIVISION					
	FYE 2022 November, 2021	FYE 2022 November, 2021	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	537.00	107%	2,549.00	42%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	745.00	7%	4,863.00	49%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	10,725.00	0%	3,923,731.00	29%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Permit all earth disturbing operations over 1 acre in size.	3.00	95%	13.00		95%
Permit all floodplain activities as appropriate.	-	0%	9.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines. (1)	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	110.00	56%	562.00		100%
Respond to stormwater complaints within 24 hours of the time reported	9.00	100%	101.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	5.00		100%

**FLEET MANAGEMENT
INVENTORY
November 2021**

FUEL

WESTWOOD GOLF	481.0	gallons	DIESEL	@	2.320	\$	1,115.92
WESTWOOD GOLF	631.7	gallons	UNLEADED	@	2.390	\$	1,509.76
NORTH BASE	3,489.0	gallons	UNLEADED	@	2.410	\$	8,408.46
NORTH BASE	2,475.1	gallons	DIESEL	@	2.400	\$	5,940.15
FIRE STATION #5	239.5	gallons	UNLEADED	@	2.410	\$	577.27
FIRE STATION #5	141.3	gallons	DIESEL	@	2.450	\$	346.19
FIRE STATION #6	145.0	gallons	DIESEL	@	2.420	\$	350.90
FIRE STATION #6	367.9	gallons	UNLEADED	@	2.410	\$	886.64
BULK TANKS	1,200.0	gallons	DIESEL	@	2.400	\$	2,880.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	4,728.1	\$ 11,382.13
DIESEL	4,442.4	\$ 10,633.16

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

November 2021

IN GALLONS

FYE 2022

FUEL REPORT

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps	15,672.00	16,674.00	17,444.11	
Outside - sublet	1,022.00	857.00	4,968.34	
TOTAL	16,694.00	17,531.00	22,412.45	
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	17,560.54	19,548.72	28,020.49	4,730.30

FYE 2022 TO DATE CONSUMPTION

TOTAL Consumption	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
	99,349.95	109,943.22	148,719.90	21,402.02

INTERNAL PRICE PER GALLON:

UNLEADED	High	\$2.49	Low	\$2.22
DIESEL	High	\$2.49	Low	\$2.29
CNG	High	\$0.84	Low	\$0.84

EXTERNAL PRICE PER GALLON:

UNLEADED	High	\$2.49	Low	\$2.33
DIESEL	High	\$2.49	Low	\$2.40
CNG	High	\$1.49	Low	\$1.49

FASTER CONSUMABLE PARTS PURCHASED

REPAIR PARTS	\$78,855.36
BATTERIES	\$4,375.32
OILS/FLUIDS	\$5,333.55
TIRES	\$23,601.69
SUBLET REPAIRS	\$20,583.16

TOTAL SPENT ALL parts/sublet \$132,749.08

PUBLIC CNG SALES

Month Total Public CNG Sales	\$6,958
FYE 2022 To Date Public Sales	\$31,606

LIFE TO DATE CNG GAS GALLON EQUIVALENT

Total Sold Gallons Life To Date	985,038
Total Gross Sales Life To Date	\$1,413,212
Life To Date CNG Gas Gallon Equivalent	
Total Public/City Through-Put CNG Gallons @ Statio	2,682,603

	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	4	4	39
EMERGENCY ROAD CALLS	1	5	9	42
PM SERVICES	85	96	117	690
INCLEMENT WEATHER	4	13	0	20
WORK ORDERS	237	300	269	1,883
SCHEDULED REPAIRS	114	118	150	776
NON SCHEDULED REPAIRS	73	77	77	522

	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
Heavy Shop ROAD SERVICE	4	12	13	51
EMERGENCY ROAD CALLS	14	15	19	145
PM SERVICES	39	59	32	313
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	208	256	256	1,754
SCHEDULED REPAIRS	58	89	58	432
NON SCHEDULED REPAIRS	120	135	163	1,003

	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
Transit Shop ROAD SERVICE	2	1	1	20
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	17	10	8	78
INCLEMENT WEATHER	0	2	0	2
WORK ORDERS	73	80	84	508
SCHEDULED REPAIRS	17	10	9	67
NON SCHEDULED REPAIRS	54	69	57	389

	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
COMBINED SHOPS ROAD SERVICE	10	17	18	101
EMERGENCY ROAD CALLS	16	20	28	178
PM SERVICES	143	166	159	1074
INCLEMENT WEATHER	5	15	0	24
WORK ORDERS	544	653	628	4236
SCHEDULED REPAIRS	196	219	219	1289
NON SCHEDULED REPAIRS	259	285	303	1946

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2022

November 2021

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	123.01	72%	99.6%	27.6%	
# 002	142.22	72%	115.2%	43.2%	
# 003	111.68	72%	90.4%	18.4%	
# 004	81.35	72%	65.9%	-6.1%	
# 006	116.23	72%	94.1%	22.1%	
# 007	71.95	72%	58.3%	-13.7%	
# 008	86.00	72%	69.6%	-2.4%	
# 009	104.84	72%	84.9%	12.9%	
# 010	122.87	72%	99.5%	27.5%	
# 011	121.92	72%	98.7%	26.7%	
# 012	88.31	72%	71.5%	-0.5%	
# 013	76.03	72%	61.6%	-10.4%	
# 014	7.03	72%	5.7%	-66.3%	
# 018	126.92	72%	102.8%	30.8%	
# 021	110.45	72%	89.4%	17.4%	
# 028	117.32	72%	95.0%	23.0%	
# 031	78.98	72%	64.0%	-8.0%	
# 033	60.99	72%	49.4%	-22.6%	

DIRECT LABOR HOURS

1748.10

TOTAL AVAILABLE HOURS

2223.00

PRODUCTIVITY GOAL

72.0%

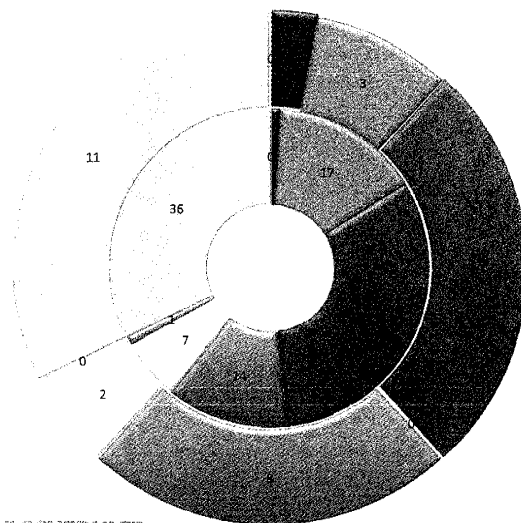
ACTUAL PRODUCTIVITY

78.6%

PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
November FYE 2022

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
FIRE										
2001	2020 John Deere Z915E	Fire Suppression	12/1/2021	4/10/2021	-235	days	6/28/2021	Light Repair	PM-C	4/27/2020
					0	Hours	10/25/2021	Heavy Repair	PM-C & PM-I	2/4/2021
POLICE										
0986	2012 Ford F250	PD Animal Control	177019	174176	-2843	miles	11/4/2021	Light Repair	PM-C	5/11/2021
LEDT1	2000 Ford Crown Vic	PD Patrol	12/1/2021	11/9/2021	-22	Days	11/23/2021	Light Repair	PM-C	11/9/2021
1186	2013 Ford Interceptor	PD Patrol	161596	159921	-1675	miles	11/8/2021	Light Repair	PM-C	4/26/2021
PSST										
053T	2019 Covered Wagon Trailer	PSST Fire Suppression	12/1/2021	11/1/2021	-30	Days	11/1/2021	Light Repair	PM-A	11/12/2020
1225	2011 Ford Crown Vic	PSST Patrol	126311	125598	-713	Miles	11/29/2021	Light Repair	PM-C	7/2/2021
LEDT2	2010 Ford Crown Vic	PSST Patrol	12/1/2021	11/17/2021	-14	Days	11/23/2021	Light Repair	PM-C	9/6/2019
UTILITIES										
5372	2008 Caterpillar Backhoe	WRF Sewerline Maintenance	12/1/2021	10/1/2021	-61	Days	11/19/2021	Heavy Repair	PM-B	10/1/2021
307H	2015 Indeco	Waterline Maintenance	12/1/2021	3/2/2021	-274	days	7/9/2021	Heavy Repair	PM-C	3/2/2021
309A	2020 Champion Compressor	Waterline Maintenance	12/1/2021	6/25/2021	-159	days	8/2/2021	Heavy Repair	PM-C	N/A
333A	2015 Vanair Air Compressor	Waterline Maintenance	12/1/2021	11/18/2021	-13	Days	11/30/2021	Light Repair	PM-C	5/18/2021
SANITATION										
0209	2019 Ford F150	Commercial	12966	11262	-1704	Miles	11/1/2021	Light Repair	PM-C	9/23/2020
0261	2010 Peterbilt Sideload	Residential	19858	19455	-403	hours	10/13/2021	Heavy Repair	PM-C	1/20/2021
281T	2019 Holt Trailer	Commercial	12/1/2021	1/28/2021	-307	hours	3/19/2021	Heavy Repair	PM-A	1/27/2020
0208	2019 Ford F150	Residential	16420	15593	-827	Miles	7/22/2021	Light Repair	PM-C	6/10/2021
0275	2003 IHC Rearloader	Yard Waster	5972	5965	-7	Hours	11/19/2021	Heavy Repair	PM-C	9/5/2021
0263	2021 Peterbilt 348 Rearloader	Yard Waste	1280	1193	-87	Hours	10/29/2021	Heavy Repair	PM-C	7/16/2021
PARK MAINTENANCE										
5408	2001 Dodge 2500 P/U	Park Maintenance	108907	108217	-690	Miles	10/20/2021	Light Shop	PM-C	1/2/2019
0437	2015 Phoenix 1800HD	Park Maintenance	12/1/2021	6/24/2021	-160	days	5/7/2021	Light Repair	PM-B	6/24/2020
0433	2018 John Deere	Park Maintenance	557	490	-67	Hours	11/9/2021	Ligt Repair	PM-C	12/15/2020
401T	2007 Holt Trailer	Park Maintenance	12/1/2021	11/6/2021	-25	Days	11/9/2021	Light Repair	PM-A	11/6/2021
5408	2001 Dodge 2500 P/U	Park Maintenance	108907	108217	-690	Miles	11/24/2021	Light Repair	PM-C	1/2/2019
0428	2007 Phoenix	Park Maintenance	12/1/2021	6/19/2021	-165	days	7/23/2021	Light Repair	PM-C	6/19/2020
PUBLIC WORKS										
892GR	2014 John Deere Grapple	Stormwater Maintenance	12/1/2021	7/23/2021	-131	days	8/17/2021	Heavy Repair	PM-B	7/23/2020
0168	2008 John Deere 210LE	Streets	2669	2659	-10	Hours	11/15/2021	Heavy Repair	PM-C	3/18/2021
680B	2012 John Deere Brushhog	Streets	12/1/2021	6/8/2021	-176	days	8/13/2021	Heavy Repair	PM-B	6/8/2020



PM Compliance Report
November FYE 2022

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

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

Department	Scheduled	Missed/Late	% Late
Finance	0	0	0.0%
Planning	1	1	100.0%
Public Works	17	3	17.6%
Police	29	9	31.0%
Fire	7	0	0.0%
Parks & Rec.	14	8	57.1%
PSST	7	2	28.6%
Human Resources	1	0	0.0%
Utilities	36	11	30.6%
Citywide Total	112	34	30.4%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
November FYE 2022**

Industry Standard Compliance: Not To Exceed 5%

	2022-2023	2021-2022	2020-2021	2019-2020	Current % PENDING	2022-2023
CITY CLERK						
CITY COUNCIL	1	1			0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY	1			1	100%	100%
HUMAN RESOURCES						
HUMAN RESOURCES	1	1			0%	0%
					0%	50%
					0%	0%
FINANCE						
METER SERVICES					0%	0%
PLANNING						
PLANNING	1	1	1	1	100%	100%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	67%
PUBLIC WORKS						
ENGINEERING					0%	10%
STREETS	10	7	3	3	30%	38%
STORMWATER	3	4			0%	6%
TRAFFIC	3	3			0%	20%
STORMWATER QUALITY					0%	0%
FLEET	1	1			0%	0%
TRANSIT					0%	40%
POLICE						
ANIMAL CONTROL	2	1		1	50%	36%
POLICE ADMINISTRATION	2	4			0%	30%
POLICE STAFF SERVICES	1	1		1	100%	25%
POLICE CRIMINAL INVESTIGATIONS	1	1			0%	41%
POLICE PATROL	13	16	3	7	54%	74%
POLICE SPECIAL INVESTIGATIONS	3	4			0%	0%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	62%
FIRE TRAINING					0%	67%
FIRE PREVENTION					0%	18%
FIRE SUPPRESSION	7	9	2		0%	25%
FIRE DISASTER PREPAREDNESS					0%	31%
PARKS & RECREATION						
PARK MAINTENANCE	13	7		8	62%	50%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE	1	1			0%	39%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	3	4		1	33%	33%
PSST POLICE CRIMINAL INVESTIGATION	2	2			0%	0%
PSST FIRE SUPPRESSION	2	2		1	50%	50%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1	1			0%	0%
WATER PLANT	1	1			0%	0%
WATER PLANT WELLS	1	1			0%	48%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	7	5	1	2	29%	43%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	14%
WRF INDUSTRIAL					0%	17%
WRF BIOSOLIDS					0%	0%
WRF OPERATIONS	1	2	1	1	100%	200%
SEWER LINE MAINTENANCE	7	8	1	1	14%	29%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	22%
SANITATION RESIDENTIAL	6	6		1	17%	78%
SANITATION COMMERCIAL	5	2	1	2	40%	67%
SANITATION TRANSFER	3	2		1	33%	67%
SANITATION COMPOST					0%	33%
SANITATION RECYCLE					0%	0%
SANITATION YARD WASTE	4	1	1	3	75%	100%

PM COMPLIANCE REPORT

November FYE 2022

Industry Standard Compliance: Not To Exceed 5%

Compliance Status					Current %	
					PENDING	
CITYWIDE TOTAL	107	99	14	35	33%	34%

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

NOVEMBER 2019		PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
		100%	81	81	100%	354	354	100%
	Provide initial response to citizen inquiries within 2 days							
	Provide information requested by citizens within 7 days	95%	81	81	100%	354	354	100%
	Complete traffic engineering studies within 45 days.	99%	3	3	100%	13	13	100%
	Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	43	43	100%	253	253	100%
	Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
			8	11.5	1.44	1659	547.75	0.33
	Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
			0.28	1	3.57	1.66	8	4.82
	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%	69	69	100%
	Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
			9	9	100%	90	90	100%
	Response to reports of sign damage:	Percentage						
	High Priority Stop or Yield Signs within one hour	99%	8	8	100%	27	27	100%
	Lower Priority all other signs within one day	90%	19	19	100%	136	136	100%
	Street Name Signs within two weeks	90%	6	6	0%	78	78	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
			3040	16	0.00	16200	16	0.00

UTILITIES

13

Monthly Report

November 2021

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 0%
- 1357 12th NE Avenue – 0%
- Crest Court – 0%
- Barb Court – 5% - Materials ordered

Barb Court: WA0358: - Staff replaced 570 feet of six-inch Ductile Iron with 6" C-900 PVC on Barb Court from Morren Drive to Crestland Drive. Waiting on material delivery.

Water Line Breaks – 4 in November

Sewer Line Data

- Total obstruction service requests - 21
- Private Plumbing: 19
- City Infrastructure: 2
- Sanitary Sewer Overflows: 1, one City collection main

Lift Station D Flows:

- Days - 30
- Average daily flow: 1.165 MGD
- Total Monthly flow: 34.95 MG

UTILITIES ENGINEERING:

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

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

Design and permitting work is currently ongoing for the project. The Special Use Zoning was recommended for approval by Planning Commission. Floodplain permits were also obtained for both site locations. Council approved the zoning in November 2021. The next step is to complete the interconnection agreements with the utility companies.

WASTEWATER PROJECTS:

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

Engineer: Staff with assistance from Lemke Surveying

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

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

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

Engineer: Staff with assistance from local surveyor

12th Avenue NE Manhole Replacements (WW0330): This project will replace the existing 36 manholes on the existing 24-inch sanitary sewer line generally running along 12th Avenue NE from Alameda Street to north of Robinson Street. Due to the high hydrogen sulfide concentrations, rehabilitation was deemed to not be feasible for the project. The existing manholes have deteriorated such that replacement is warranted. Material delivery challenges have delayed the start of the project. The initial manhole deliveries were received on November 8, 2021. Additional material delays are preventing the start of this project.

WRF Reuse Pilot Study (WW0317) - Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge in Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, recommend technologies to used. In July 2020, NUA approved Amendment No. 1 to Garver's contract which fully consolidated all pilot study tasks including procurement/rental of equipment, temporary installation and eventual removal of all pilot study equipment into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains was completed. During June 2021, WRF staff was able to commence operating both trains that are considered Phase I as intended and commenced full sampling and testing regimen as per Garver's pilot testing protocol. As of October 2021, the first phase of testing and sampling is ongoing and contractor has largely completed installation of temporary skids that will test additional tertiary treatment strategies which are considered to be Phase II of this study. Phase II of the study should be ready to run with a full testing and sampling regimen during November 2021. Testing and sampling of both phases will then continue through at least Spring 2022 (and possibly into Summer of 2022). Garver's final report is expected to be submitted no later than December 2022.

In December 2019, NUA learned that Bureau of Reclamation (BOR) had approved a grant of up to \$700,000 to assist in funding project. Grant contract was fully executed during September 2021. In early October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of a future

reuse program. This grant includes \$209,824 in funds for 2022 and can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. A kick-off meeting for the Green Infrastructure grant convened in early November 2021.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF Dewatering Centrifuge Replacement (WW0326) – Project will replace dewatering centrifuges at WRF. Current centrifuges are approaching the end of their useful lives, and thus require excessive maintenance, repairs, and often extended downtime to keep them operational. NUA approved a Contract with Garver, LLC on December 8, 2020, and design for this project commenced immediately thereafter. Between January and April 2021, separate demonstration tests using PW Tech's "Volute Dewatering Press" and Huber's and MKC's screw presses were completed at the WRF and operation of demonstration equipment was observed by Garver and Norman WRF and Engineering staff. NUA staff also visited plant sites in Arkansas and Kansas, respectively, to observe the Volute Dewatering Press and the MKC screw press in service. A follow-up demonstration by PW Tech with revised mixing technology at the front end of their press was completed during October 2021, but it unfortunately showed no improvement over initial demonstration and therefore cannot meet NUA's minimum requirement of producing sludge that is 20% solids, which is critical for the WRF's current disposal process. Garver's Preliminary Engineering Report therefore, recommends hydraulic drive centrifuges as the equipment for this project. Latest feedback has given lead times on centrifuges of 7 to 8 months from confirmed order date. Given this long lead time, the project appears to be an exceptional candidate for delivery via Construction Manager at Risk (CMaR). CMaR would allow for selection of Construction Manager (CM) by February 2022 and, in addition to furnishing value engineering expertise for the remainder of design, CM would immediately commence procurement of centrifuges, while remaining design work was completed. Advance procurement in this manner would also have the benefit of allowing Garver to complete final design based on the equipment to be supplied by the winning manufacturer rather than design around several similar (but slightly different in some details including exact dimensions) pieces of equipment from the various approved manufactures. Depending on CM's input, there may be value in bidding early work packages (demolition, concrete, steel) after completion of preliminary design (in Spring 2022). More likely (because of long lead time on equipment), all work packages would be bid after final design is complete (June 2022). On this schedule, construction should be complete by December 31, 2022. Other project delivery methods would likely result in construction completion in late Winter/Early Spring 2023.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Design is progressing based on field investigations and 90% plans were submitted in

November. Staff has reviewed the plans and there are constructability concerns regarding the proposed alignment. Staff have reviewed the alternative alignment on the east side of 12th Avenue NE and this corridor appears to be more constructible due to reduced utility conflicts. Staff is working with the consultant for an amendment to the contract to complete this work.

Engineer: PEC, Inc. (Chris Grizer)

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

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution.

To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted for FYE20. This project is not a high priority for service reliability and has been deferred due to funding availability.

Engineer: Olsson, Inc. (Kevin Rood)

WRF New Maintenance Building (WW0318) and WRF Main Control Building Renovation (WW0325): These two projects are being designed under a single design contract and are anticipated to be bid as a single project, either traditional design/bid/build or Construction Manager at Risk (CMaR) project so they will be covered as a single project here. Due to recent plant improvements projects, space formerly used for spare part storage has been incorporated into plant operations space, leaving a shortage of viable storage space. Project WW0318 will cover the construction of a new pre-engineered Maintenance Building for spare part storage and other critical maintenance activities to offset space lost in existing facilities.

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

Greeley Hansen was selected as the Architect for these two projects, and their Contract was approved on June 8, 2021. A design kickoff meeting convened in late June and preliminary design is now ongoing. A progress meeting convened in November 2021. That meeting included a discussion of project delivery method, and all parties agreed that Construction Manager at Risk (CMaR) was the best option for this project. First, it is believed that the phasing and scheduling of the work could open up several possible value engineering opportunities and having the Contractor on board would ensure these opportunities are properly and fully evaluated and, where costs savings are confirmed, quickly implemented. Moreover, over the past year or so, lead times on seemingly random construction materials and pieces of equipment have gotten extremely long. Having a Contractor on the project team would allow those items with long lead times to be identified and for advance procurements to be planned for them so as not to delay construction.

If CMaR is to be used: RFPs would likely be advertised in January 2022 and CM selected as early as February 2022. Given the noted issues with lead times of some construction materials and equipment, identified products would be bid by CM starting March/April 2022. Since construction work is not budgeted to commence until July 1, 2022, there would be no need to prepare early construction packages. Final Design would be complete in May 2022 and bidding of construction packages would commence immediately thereafter with NTP of early packages being issued on July 1, 2022. Construction would be complete in June 2023.

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

Engineer: Greely and Hansen LLC (Ana Stagg)

WATER PROJECTS:

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

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include about 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received. The last easement is in final negotiations so the project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract was awarded on January 12, 2021. Public Notice letters were sent to home and business owners on February 24, 2021 and the contract started on March 3, 2021. Contractors started mobilization on March 10, 2021. Contractors have installed the line through the Huntington Apartments on River Oaks and along Parkway Drive. Three fire hydrants in the Huntington Apartment complex and two fire hydrants along Northwest Blvd and Copperfield still need passing bacteriological tests before putting these lines into service. Since the installation of the line on Parkway Drive there has been a line break and two leaks on the adjacent line along 26th Street. Staff is working on determining if we can add the replacement of this line onto the Interstate Drive Construction contract.

Engineer: Cardinal Engineering.

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will install approximately 6,800 feet of 30-inch PVC C900 along the north side of Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 3,000 feet of 12-inch water line on the south side of Robinson in the same vicinity. The project was bid and the contract was awarded to Garney Companies, Inc. (Garney) in the amount of \$1,978,875.00 on July 14, 2020. As of the end of May 2021, all 12" and 30" water line was installed, tested, and placed into service. On July 22, 2021, a final inspection convened with representatives from Garney, City of Norman and OU Grounds staff in attendance, and a preliminary punchlist was generated. On October 8, 2021, a final punchlist was forwarded to Garney. During November 2021, punchlist and final change order negotiations were nearly completed. Project should be ready for final acceptance by the end of 2021.

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

Flood Avenue Waterline Replacement (WA0328):

Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing were completed to allow for the design to be finalized. Plans were reviewed on February 23, 2021 and a permit was sent to BNSF Railroad for the Lexington Street crossing on March 1, 2021. Staff sent a final Addendum on August 23, 2021 and held a bid opening on August 26, 2021. Total bids ranged from \$2.9 million to \$3.8 million. Southwest Waterworks was determined to be the lowest responsible bidder at \$2,854,724.50. City Council approved the contract with Southwest Water Works on September 14, 2021 in the amount of \$2,854,724.50. A pre-construction meeting was held on October 6, 2021. Construction is set to begin on November 3, 2021 and will continue for 330 calendar days. Contractors first started work on Goddard Ave this month. The line has been installed and is being re-chlorinated. Contractors are waiting on utility locates to start on the 16" line on Robinson and Flood Ave near the water tower. Engineers revised the plans to reflect changes to the method of installation for the line crossing under the railroad at Lexington Street this month. The method was changed from a dry bore to horizontal directional drilling to allow for a smaller area needed near the property on the east. Engineers are working on finishing the revisions to the easement for this section as well.

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. Staff are currently reviewing the draft report prior to finalizing the report. The procurement phase, specifically the generation of the Request for Proposal, will begin in November. The bid package will be let in April 2022.

Consultant: E Source (Nicole Pennington)

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

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

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

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

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is complete and all wells are ready for pumping. Contractor finalized disinfection on well house lines and are in the final clean up stages. Project is substantially complete and final payment will be made in January or February of 2022.

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. Staff anticipates having an agreement established by December 2021.

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

Robinson Water Line: 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 for NUA review, and, during March 2021, several Zoom calls convened to review NUA comments and address questions that arose from the comments. Based on these discussions and further review of existing conditions, Jacobs has proposed a fairly substantial revision to the alignment, which includes an open cut crossing of 12th Ave N.E. and relocating approximately 900 LF of the line into the traffic lanes of Robinson. NUA staff have reviewed this revision deemed it acceptable on the condition that City of Norman Public Works Department approves. Public Works has reviewed, and, with some reasonable comments and added requirements, they had no major objections. Jacobs is, therefore, finalizing alignment and associated 65% drawings. These should be submitted to NUA, reviewed and approved by the end of 2021. At that point, Jacobs will commence easement acquisition and final design. Easement acquisition is expected to take several months, and it is, therefore, anticipated that project will advertise in the late spring of 2022 and construction will commence on or shortly after July 1, 2022.

Engineer: Jacobs Engineering (Lars Ostervold)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabiness Engineering, LLC was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. Due to the project's close proximity to campus, the design process included public input from University of Oklahoma (OU), OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019 and complete December 2019, and Phase II was scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020. In March 2020, Phase II was delayed until Spring of 2021. In March 2021, Phase II was delayed again until Spring of 2022. Project is now scheduled to advertise on February 24,

2022 in order for Notice to Proceed to be issued immediately upon the end of OU's spring 2022 semester on May 15, 2022. It is anticipated that construction would continue through summer and be completed before the start of the fall semester in August 2022.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects, and NUA approved their contract November 12, 2019. Project design was completed during the first half of 2020, and project was advertised for bid on July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was deemed lowest and best bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued on October 12, 2020, and, as of May 30, 2021, all 12" diameter well water line on the project had been installed, tested, and was available for service when/if needed. A punchlist inspection was scheduled for late June 2021. However, heavy rains immediately preceding inspection date, resulted in an extensive punchlist and the discovery of a leak in the newly installed 12" line on 108th N.E., just south of the creek crossing. The leak was repaired and restoration work completed during August 2021. Due to the leak, the 12" line of 108th N.E. had to be chlorinated, flushed and bacteriologically tested again. After several attempts, this line officially passed bacteriological tests on November 30, 2021. At this time, a final change is being negotiated, and project should be ready for final acceptance before the end of 2021.

Engineer: Cardinal Engineering (Josh Risley)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects, and NUA approved their contract November 26, 2019. Design was completed during the first half of 2020, and project was advertised for bid on July 16 and July 23, 2020. Bids were opened August 6, 2020, and SMC Utility Construction was deemed lowest and best bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020, and Notice to Proceed with construction was issued on September 10, 2020. As of June 18, 2021, all 12" diameter well water lines had been installed, tested and were ready for service when needed by NUA. During June and July, SMC completed restoration work, and, in late July, NUA and NUA's inspector performed an informal punchlist inspection, which generated an extensive punchlist. SMC worked on punchlist during September and October, and NUA reinspected in November. Punchlist had largely been addressed and after discussions and some additional work by SMC, agreement was reached to proceed with final acceptance. At this time, final change order is being negotiated. Once complete, project will be sent to Council for final acceptance, likely in January 2022.

Engineer: Garver Engineers (Jeff Chavez)

Cascade Water Tower & Lindsey Water Tower – Cascade Water Tower resurfacing is complete and NUA final accepted project on July 13, 2021.

Lindsey Tower was decommissioned several years ago because it is not high enough to act as viable potable water system storage at current system operating pressures. Recently the coatings on the tower have begun to show signs of deterioration. For this reason, Dunham Engineering evaluated the condition of the tank in the Fall of 2020, and they determined that the underlying steel was in good condition and the tank could be readily 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. After negotiations, scope and fees have been agreed upon. However, before having the Contract approved by Council, NUA will await outcome of ongoing project with Plummer, which is described in the following paragraph.

In October 2021, NUA requested that Plummer Engineering furnish a proposed scope and fee to analyze the possibility of extending a non-potable reuse system from the Norman Water Reclamation Facility (WRF) to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's 2060 Strategic Water Supply Plan. This reuse system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer has also been directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for the new reuse system. Plummer's scope and fee was finalized in November 2021 and their Contract will be submitted for Council approval on December 14, 2021. The study should be completed by April 2022.

Assuming the Plummer study affirms repurposing Lindsey Tower as dedicated non-potable storage, a Contract for Dunham to prepare bidding documents for, and to inspect construction of, rehabilitation work on Lindsey Tower would be immediately submitted to Council in April 2022. Bidding Documents would then be completed and project advertised in May 2022, and Bids would be opened, Contracts awarded, and Notice to Proceed issued in June 2022. Rehabilitation work would then proceed through summer (which, given the tank's proximity to OU's campus, is the recommended time frame for the work). Project would then be complete by September 2022.

NOTE: If Plummer's report does not recommend repurposing Lindsey Tank for non-potable storage, tank will be further evaluated to determine if it can be recommissioned and viably used for potable water storage. If not, it may be recommended for demolition rather than rehabilitation.

Engineer: Dunham Engineering (Joe Seiter)

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

Engineer: Carollo Engineers (Tom Crowley)

Water Distribution System Sampling Stations (WA0350): Project will install 43 sampling stations throughout the water distribution system in order to meet federal and state requirements of the Revised Total Coliform Rule. The number of sites and location of each site is approved by the Oklahoma Department of Environmental Quality (ODEQ). These stations will allow staff to collect samples representing the entire distribution system at all times, rather than staff collecting samples from homes and businesses which may not be accessible at certain times of the year. In addition, each station will be tapped directly into a main water line, which will give us a better representation of the water supplied by the City. Each station will be constructed of stainless steel, surrounded by a cover with Norman logo and cyber lock, with a concrete pad. NUA will purchase stations directly from vendor, who will send the stations directly to the approved contractor for storage and installation. Staff obtained 4 quotes for stations and Ferguson Waterworks was the low bidder. Invitation to bid was published on March 4 and March 11, 2021. Staff received 8 bids that ranged from \$85,100 – \$264,400; the low bidder being Sooner Sight Utility & Construction. City Council approved the contract with Sooner Sight Utility on April 27, 2021. The contract transmittal was sent on May 27, 2021 with a start date of June 29, 2021. Contractors started work on August 4, 2021. Staff went to each location and made a punch list after contractors informed staff they had completed each station. There were numerous items that contractors still needed to fix. Contractors have been working on getting the punch list items completed before staff walk through each location again.

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

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month.

This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36th Avenue NE and Robinson Street intersection where it will combine with the line coming from well 5. An existing 12-inch waterline will then be converted to a non-potable line as it moves west on Robinson Street before it combines with well 6 and the distribution system at the WTP. In addition, two bores consisting of approximately 260 linear feet of 8-inch and 6-inch waterline under Robinson Street will be required to connect the neighborhoods on the north side of Robinson Street with the existing high pressure line on the south side of Robinson Street. An existing 10-inch waterline and old 24-inch concrete line at the WTP will be abandoned as part of this project. As part of a previous project, Freese and Nichols, Inc. recently designed the project to extend water transmission lines from the WTP to 24th Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021. Engineers are working on revisions to the 50% plans in order to submit 90% plans in January 2022.

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 meter plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of \$95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Engineers are waiting for the roadway plans to be finished before sending 50% plans for this project so that the roadway and waterlines don't conflict with each other.

James Garner Ave Waterline Replacement from Main to Duffy (WA0338): This project will replace the aging 6, 8, 12, and 16-inch waterlines between Main Street and Duffy Street along James Garner Avenue in conjunction with the Public Works Department James Garner Avenue Streetscape project currently being designed by Cowan Group Engineering, LLC. The waterlines in this area are over 50 years old and have experienced failures that disrupt water service and traffic flows. Replacement of these waterlines prior to the surface improvements would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. Changes are currently being made to the streetscape project and a kick-off meeting will be held once these changes are finalized to better understand the roadway corridor along James Garner.

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff recently received final design plans from the engineer this month and is working on getting any last minute changes made before construction begins.

Engineer: Garver Engineering (Bret Cabiness)

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

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its corrosivity, so a new tank is necessary. This project will involve removal of the existing 30-ton carbon dioxide tank at

the water treatment plant, complete installation of new tank 30-ton tank of correct make and model specified or approved equal, demonstrating correct operation and dosages both manually and remotely, and training water treatment staff on operation and maintenance. The invitation to bid for this project was published in *The Norman Transcript* on September 9 and September 16, 2021. A mandatory pre-bid meeting was held on September 23, 2021 and five contractors attended. A bid opening was held on September 30, 2021 and 2 contractors submitted bids. Base bids for tank installation and removal ranged from \$75,000-\$250,000. Alternates were provided for two different carbon dioxide tank models; Alternate 1 for Tomco Model 3075CA and Alternate 2 for Chart Energy HSi-CO2 Integrated Bulk System (30-ton Model). Alternate 1 bids ranged from \$218,000-\$217,975 and alternate 2 bids ranged from \$252,000-\$245,570. The low bidder was Wynn Construction Co. for the Base Bid and both alternates. Staff decided to award the bid to Wynn construction for the Base Bid only in the amount of \$75,000. This contract is set to be approved by City Council on November 9, 2021. Since the tanks in Alternate 1 and Alternate 2 use two different methods of cooling (vacuum sealed versus foam insulated with a refrigeration unit), staff is rebidding the purchase and delivery of the tank to better compare the two different cooling methods. This bid will be published in *The Norman Transcript* on November 11 and 18, 2021. Staff opened bids for the purchase and delivery of the tank on December 9, 2021. One bid was received for Alternate Bid A, a foam insulated tank with a refrigeration unit, in the amount of \$228,975. Bids for Alternate Bid B, a vacuum-sealed tank without refrigeration unit, ranged from \$254,785-\$262,870. Staff will review the life-cycle cost analyses required by these bidders as well as their references before making a final selection.

Southlake Addition Waterline Replacement (WA0352):

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

Engineer: SRB (Bryan Mitchell)

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and re-painting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and will be on the December 14, 2021 City Council agenda for approval.

SANITATION CAPITAL PROJECTS:

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

discussions regarding coordination of the facilities and the potential to combine efforts into facility capable of meeting needs for both departments and the City.

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

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

The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. Work continues at both sites. Both buildings are 98% complete and are receiving final finishes with punch lists to be generated next week.

Architect: Studio Architects, LLC (George Winters)

New Sanitation Office Building: The Sanitation Department has outgrown their current office space. Because their existing facility cannot be readily expanded and because it is not laid out in a way that would allow for renovations to create a more efficient workspace, a new facility must be constructed. On January 12, 2021, Norman Municipal Utilities Authority (NMUA) approved a design contract with The McKinney Partnership Architects PC (TMP) to design this new facility, and design commenced immediately thereafter. TMP has finalized Design Development level plans and specifications, and, upon seeing their completeness during preliminary review, NUA has decided to proceed with traditional design/bid/build project delivery for this project. A design review meeting convened for design development plans on November 23, 2021. There were only minor comments, and TMP is proceeding with final design. Bidding Documents should be complete by the end of January 2022. Project will advertise immediately thereafter, with bids opening in late February 2022 and Contract Award in March 2022. Construction should be complete by March 2023.

Architect: The McKinney Partnership Architects PC (Toni Bragg)

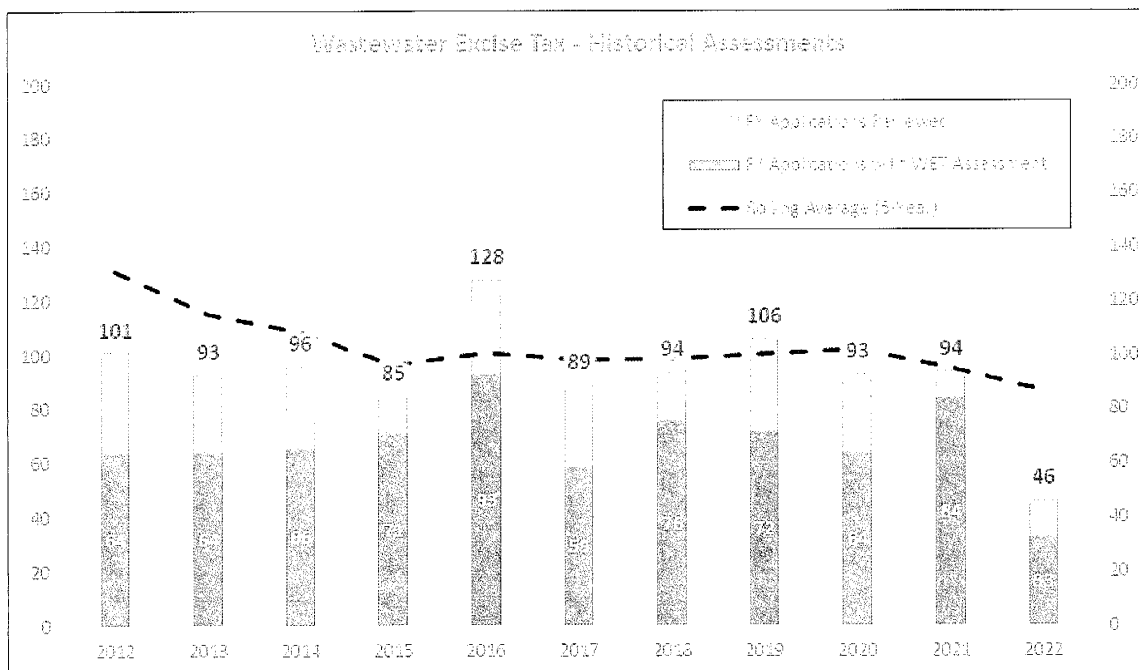
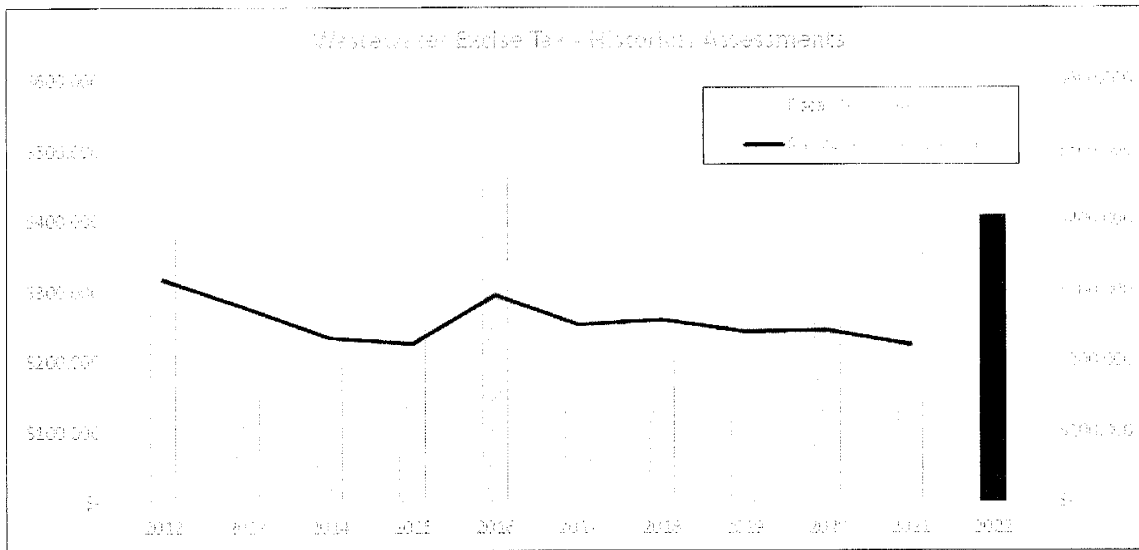
Compost Facility Scale House (SA0019):

This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500. Staff met with the Engineer on June 16, 2021 for the kickoff meeting.

Engineer: TriCore Group, LLC

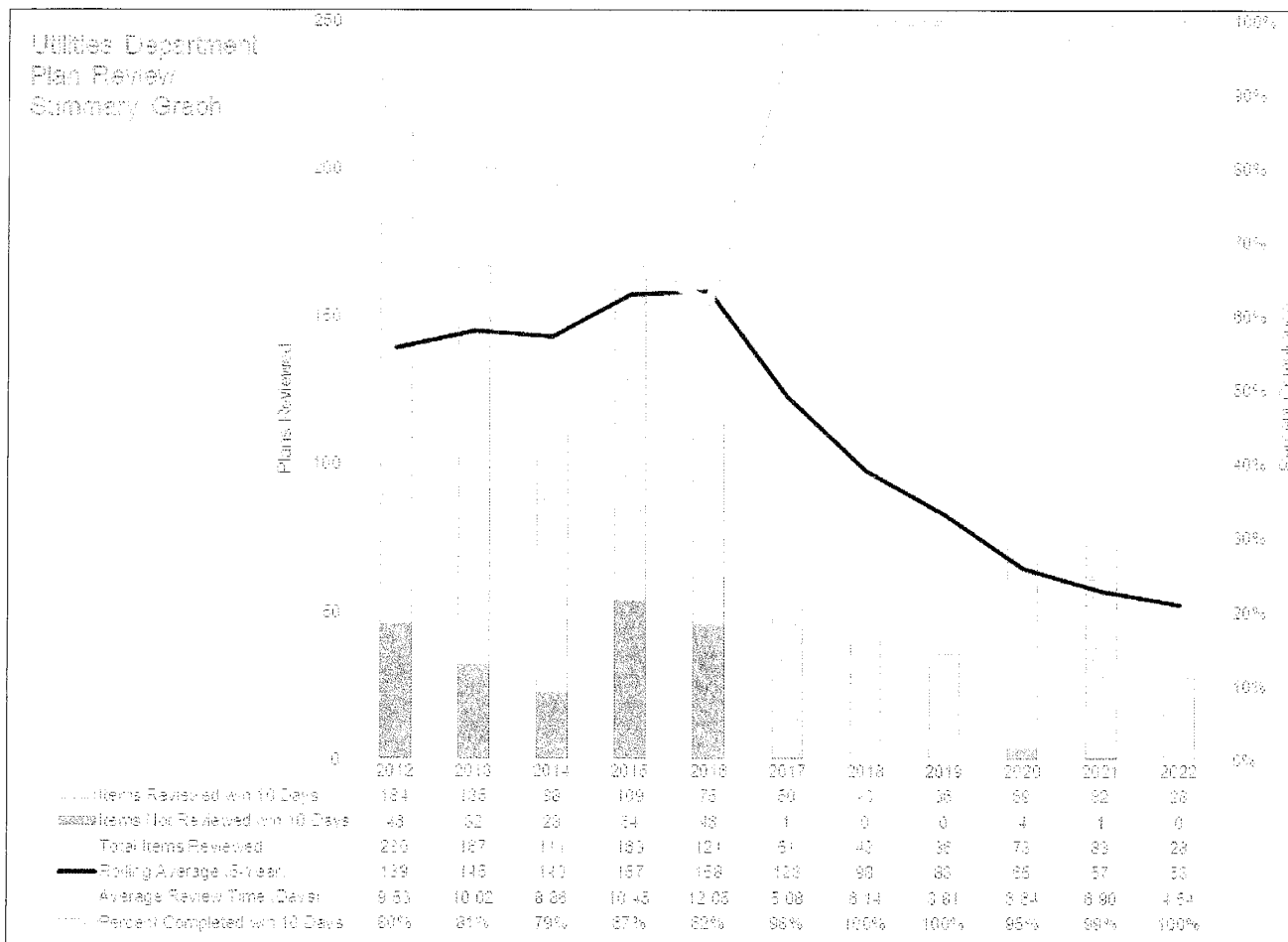
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 7 commercial entities last month. Of the 7 applications, 5 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. Through November, 43 commercial properties were reviewed and a total of \$380,759.36 was assessed to the 32 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Five plan sets was reviewed during November. Staff have reviewed 28 plans for FYE2022 with an average review time of 4.5 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

5 Water Well Permits 21-4857, 4968, 5065, 5093 and 5205 were issued for the month of November.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 22		FYE 21	
November, 2021	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	3	7	0	3
Property Owner Responsibility	18	74	26	121
TOTAL	21	81	26	124
Number of Feet of Sewer Cleaned:				
Cleaned	115,390	599,651	82,600	426,961
Rodded	4,415	80,620	5,800	21,825
Foamed	0	74,476	0	81,695
SL-RAT	0	0	29,771	96,481
TOTAL	119,805	754,747	118,171	626,962
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	1	3	0	1
Private	1	6	2	4
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	2	9	2	5
Feet of Sewer Lines Televised	28,689	122,576	14,522	98,582
Locates Completed	198	1,248	202	1,355
Manholes:				
Inspected	905	5,390	1,034	5,471
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	12.00	49.00	3	9
Hours Worked at Lift Station	94.46	453.84	83	872
Hours Worked for Other Departments	0.00	213.00	3.26	431.66
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	162	324
Average Response Time (Hours)	0.35	0.42	0.40	0.36
Claims Paid Per 10,000 People	0	0.0000	0	0.0000

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 22		FYE 21	
November, 2021	MONTH	YTD	MONTH	YTD
New Meter Sets:	42	205	61	255
Number Short Sets	40	200	61	253
Number Long Sets	2	2	0	2
Average Meter Set Time	2.34	4.12	4.60	4.95
Number of Work Orders:				
Service Calls	394	1,933	384	2,021
Meter Resets	0	2	1	4
Meter Removals	2	6	1	11
Meter Changes	55	178	49	267
Locates Completed	1,231	5,418	485	2,249
Number of Water Main Breaks	5	75	19	80
Average Time Water Off	1.75	1.89	1.53	2.14
Fire Hydrants:				
New	0	0	0	2
Replaced	0	0	0	3
Maintained	162	689	81	446
Number of Valves Exercised	212	867	153	960
Feet of Main Construction	0	0	400	1,795
Hours of Main Construction	0	162	401	1,772
Meter Changeovers	0	0	14	32
OJI Percentage	0.00	0.00	0.00	0.00
Hours Flushing/Testing New Mains	51.60	409	42	332
Hours Worked Outside of Division	4.75	225.50	40	549

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
November 1-30 2021
Flow Statistics

	FYE 2022		FYE 2021	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	301.1	1719.7	315.6	1656.5
Total Effluent Flow (M.G.)	271.4	1617.2	312.3	1632.1
Influent Peak Flow (MGD)	12.2	25.5	11.7	20.1
Effluent Peak Flow (MGD)	11.9	25.5	11.6	20.1
Daily Avg. Influent Flow (MGD)	10.0	11.5	10.5	10.8
Daily Avg. Effluent Flow (MGD)	9.0	10.5	10.4	10.7
Precipitation (inches)	0.5	4.5	0.4	13.5

Discharge Monitoring Report Stats

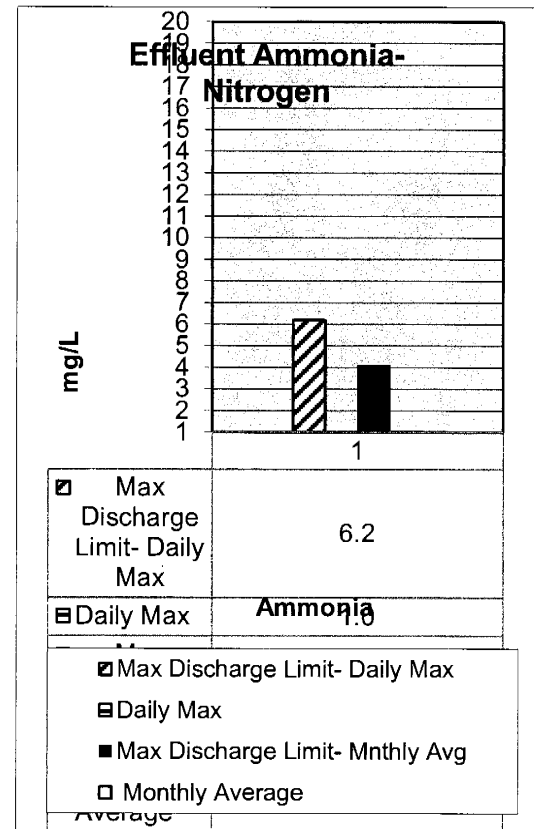
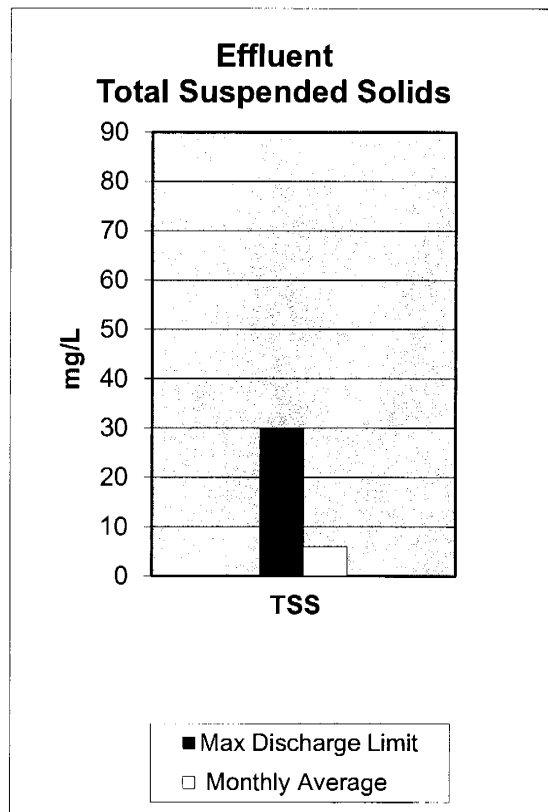
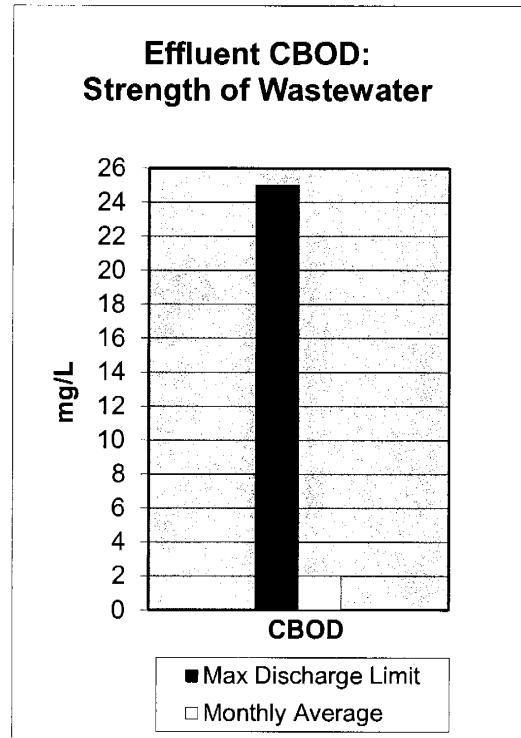
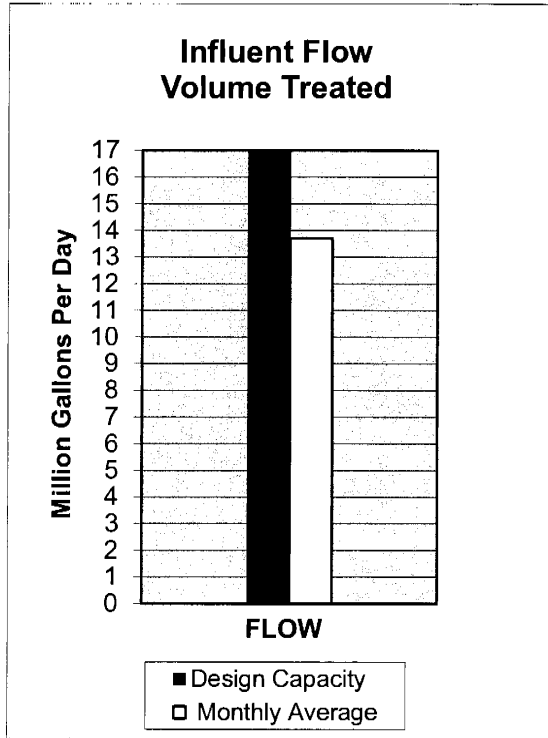
EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	183	209
Effluent Carbonaceous Total	2	2
Percent Removal	98.9	99.0
Total Suspended Solids:		
Influent (mg/L)	303	299
Effluent (mg/L)	6	4
Percent Removal	98.0	98.7
Dissolved Oxygen:		
Influent (min)	0.7	0.3
Effluent (min)	6.0	5.7
pH		
Influent (Low)	6.6	6.9
(High)	7.1	7.3
Effluent (Low)	6.7	6.8
(High)	7.1	7.2
Ammonia Nitrogen		
Influent (mg/L)	33.1	30.9
Effluent (mg/L)	0.3	0.5
Percent Removal	99.1	98.4

Utilities

Electrical				
Total kWh Used (Plant wide)	528,860	2,563,580	511,220	2,390,180
Aeration Blowers	188,000	1,115,580	177,100	913,100
UV Facility	35,000	376,900	61,200	322,400
Natural Gas				
Total cubic feet/day (plant wide)	494,000	1,813,000	584,000	1,920,000
Public Education (Tours)	2	35	1	16
Total Attendees for FYE 21	53		32	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	2.0	45.1	2.5	41.2
E.coli geometric mean average for November 2021 19 MPN (Limit is 630)				

CITY OF NORMAN
WATER RECLAMATION FACILITY
 November 2021



Comments here

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

WATER TREATMENT DIVISION

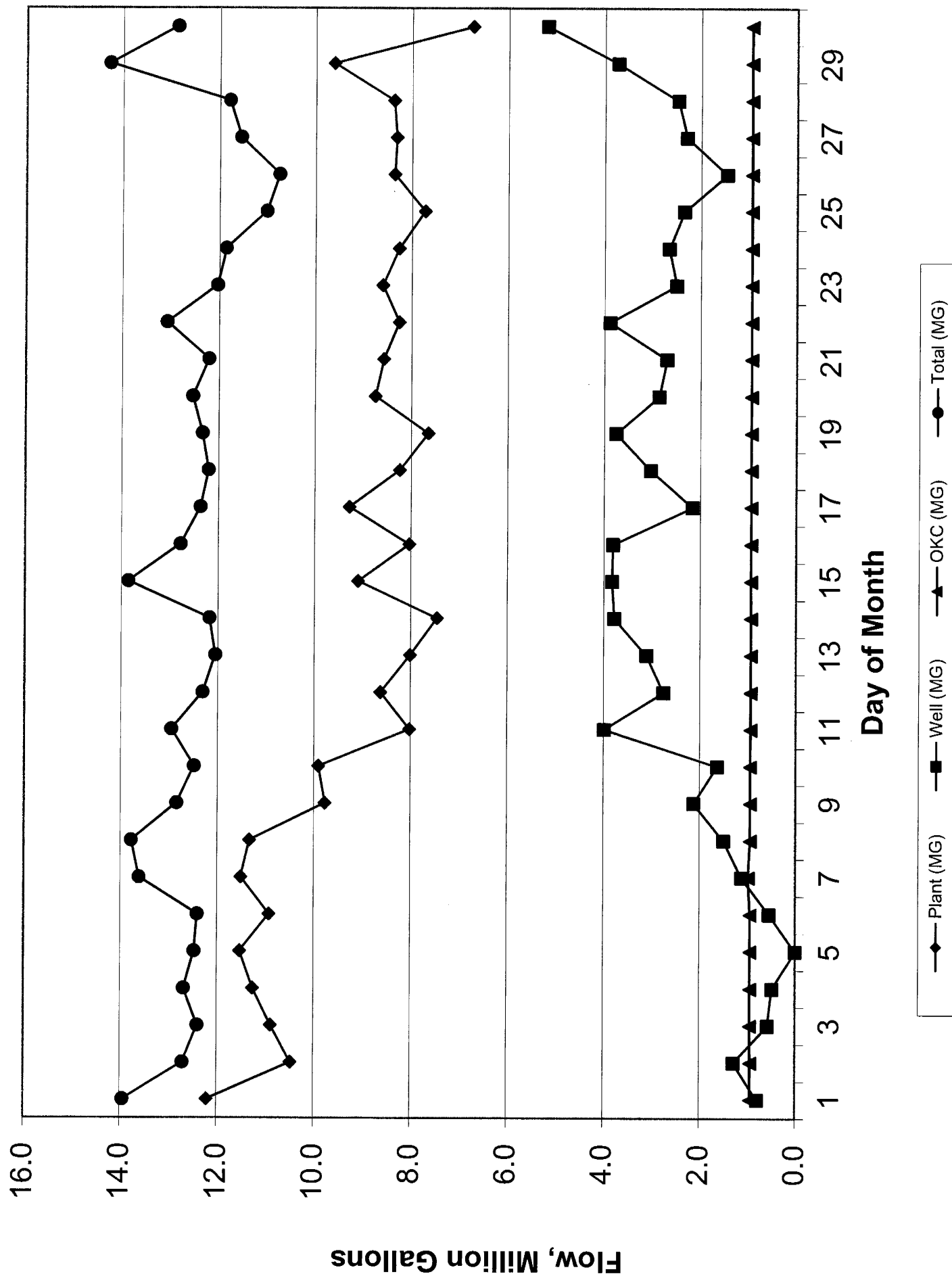
MONTH: November-2021

	<u>FYE 2022</u>		<u>FYE 2021</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	275.68	1859.00	253.17	1904.00
Well Production (MG)	72.37	442.68	67.28	377.13
Oklahoma City Water Used (MG)	28.20	164.19	28.73	155.13
Total Water Produced (MG)	376.26	2465.87	349.18	2436.26
Average Daily Production	12.54	16.12	11.64	15.92
Peak Day Demand				
Million Gallons	14.27	26.00	15.66	26.00
Date	11/29/2021	8/23/2020	11/7/2020	8/23/2020
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	2.65
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$668,384.95	\$3,466,859.83	\$712,668.24	\$3,658,505.12
Wells	\$210,328.23	\$1,114,819.80	\$219,960.39	\$1,077,299.48
OKC	\$92,565.60	\$377,714.70	\$89,502.94	\$427,876.87
Total	\$971,278.78	\$4,959,394.33	\$1,022,131.57	\$5,163,681.47
Cost per Million Gallons				
Plant	\$2,424.48	\$1,864.91	\$2,814.98	\$1,921.48
Wells	\$2,906.33	\$2,518.34	\$3,269.28	\$2,856.56
OKC	\$3,282.00	\$2,300.49	\$3,115.10	\$2,758.20
Total	\$2,581.44	\$2,011.22	\$2,927.21	\$2,119.51
Water Quality				
Total Number of Bacterial Samples	91	489	90	443
Bacterial Samples out of Compliance	3	7	0	1
Total number of inquiries (Note 2)	0	20	1	13
Total number of complaints (Note 2)	3	22	6	25
Number of complaints per 1000 service connections	0.07	0.54	0.15	0.62
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	3	0	0
Public Education				
Number of tours conducted	1	9	0	0
Number of people on tours	20	109	0	0

Notes:

Well 38 in process of disinfection. Gear box and motor for clarifier #4 has been sent in for repair work. Staff in process of winterizing well 31. Staff working with contractor and DEQ to activate the 9 new water wells.

Water Production for November 2021



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

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	11.22
POUNDS PER HOME:	19.99

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	6.6
#1 PET	4.08%	13.74
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	33.9
MIX PAPER	29.67%	99.89
PLASTIC FILM	0.60%	2.02
#2 NATURAL	1.11%	3.74
#2 COLOR	1.66%	5.59
#3-#7	0.00%	0
METAL	0.30%	1.01
RIGIDS	0.26%	0.88
TIN-STEEL SCRAP	2.14%	7.2
TRASH	27.91%	93.96
OCC	20.24%	68.14
TOTAL	100.00%	336.67

	MONTH
SERVICE CALLS (MISSES)	29
HOUSESIDE	3
REMINDER	2
SCATTERED	0
MISC.	2
REPAIR	12
NEW	40
ADD	3
MISSING	11
EXCHANGE	2
REPLACE	4
PICK UP	16
TOTAL CALLS	124.00

	MONTH
LANDFILL COST AVOIDANCE	\$6,649.23

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2021

	FYE 21		FYE 22	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	4	0	3
<u>On The Job Injuries</u>	1	8	2	2
<u>Bulk Pickups</u>	24	116	37	147
<u>Refuse Complaints</u>	100	478	90	450
<u>New Polycarts Requests</u>	58	339	53	282
<u>Polycarts Exchanges</u>	9	46	13	63
<u>Additional Polycart Requests</u>	64	328	84	456
<u>Replaced Stolen Polycarts</u>	21	121	32	116
<u>Replaced Damaged Polycarts</u>	59	479	52	486
<u>Polycarts Repaired</u>	33	199	34	233

COMPOST MONTHLY REPORT

NOVEMBER

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	293.52
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 6,128.70
TONS BROUGHT IN BY PUBLIC:	1,220.00
TONS BROUGHT IN BY CONTRACTORS :	2,400.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	200.00
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 79,761.60
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 85,890.30
REVENUE COLLECTED FROM COMPOST SALES:	\$1,100.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
TOTAL TONS COLLECTED	4,113.52

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC	3,800	
SELF LOADING BIN	20	
DRYING BEDS		
COMPOST SOLD BY CUBIC YARDS		330
MULCH SOLD BY CUBIC YARDS	200	
TOTAL:	4,020	330

MONTHLY TRANSFER STATION REPORT

November 2021

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	328.64	\$16,597.19
STANDARD TONS	1,919.45	\$111,517.20
CASH TONS:	337.45	\$14,255.20
TOTALS:	2,585.54	\$142,369.59

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	471.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9391.73
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	471.00
GRAND TOTAL TONS TO LANDFILLS	9,391.73

DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$196,099.32
GRAND TOTAL TIPPING FEE'S	\$196,099.32

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	654.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3846.37
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	434.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2871.87
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1088.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6718.24
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	181.55
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TOTAL TONS RECEIVED AT TRANSFER STATION	18877.06
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