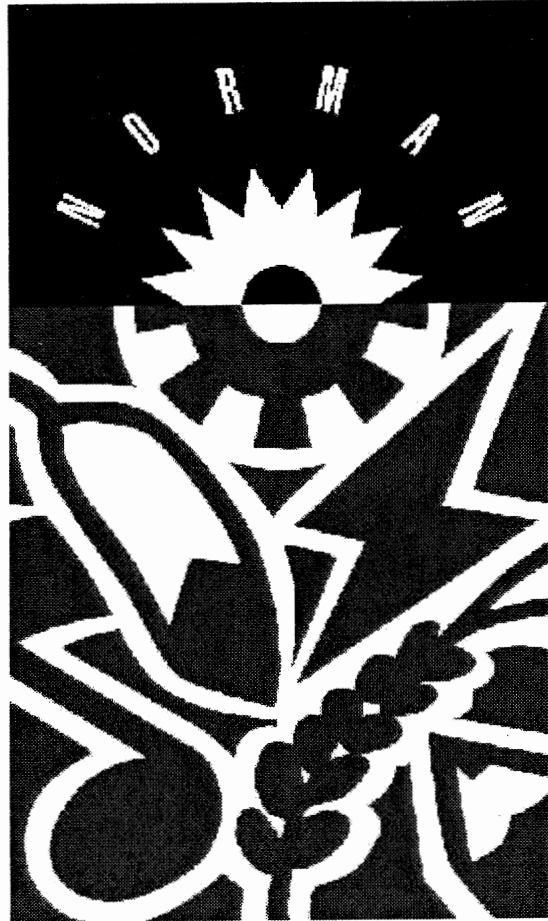


City of Norman



Monthly Departmental Report

December 2024

MONTHLY PROGRESS

TABLE OF CONTENTS
MONTHLY PROGRESS REPORTS

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

CITY CLERK 1

CITY CLERK**MONTHLY PROGRESS REPORT****December 2024****ACTION CENTER**

DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	9	78	2	2
Bus Service	0	0	0	0
CDBG	0	2	1	1
City Clerk	43	300	4	4
City Manager/Mayor	4	23	2	2
City Wide Garage Sale	0	0	0	0
Code Enforcement	21	230	2	20
Finance	1	7	0	0
Fire/Civil Defense	3	22	0	4
Human Resources	5	39	0	0
I.T.	8	17	0	0
Legal	2	34	1	1
Line Maintenance	19	149	1	5
Municipal Court	3	27	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	9	37	0	1
Parks & Recreation	11	156	6	7
Permits/Inspections	0	354	0	1
Planning	10	67	0	1
Police/Parking	21	248	0	4
Public Works	11	98	0	3
Recycling	0	2	0	0
Sanitation	50	298	0	14
Sidewalks	0	6	0	3
Storm Debris	0	0	0	0
Storm Water	5	62	1	7
Streets	22	170	1	6
Streets Lights	4	10	0	11
Traffic	15	101	1	5
Utilities	42	313	1	9
WC Questions	0	0	0	0
WC Violations	0	0	0	0
December Total:	318	2850	20	139

LICENSES

Eleven New licenses and Six Renewals were issued during the month of December. 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	2
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	0	6	Retail Wine	0	2
Distiller	0	0	Salvage Yard	0	0
Food	5	41	Sidewalk Dining	1	2
Game Machines	0	0	Solicitor/Peddler (30 day)	0	4
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	3
Kennel	0	2	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	0	7	Special Event	0	0
Medical Marijuana Grower	0	3	Strong Beer & Wine/Winemaker	0	1
Medical Marijuana Processor	0	1	Taxi/Motorbus/Limousine	0	2
Medical Marijuana Testing Laboratory	0	0			
Mixed Beverage	1	2	Temp Food (one day)	0	3
Mixed Beverage/Caterer	4	16	Temp Food (30 day)	2	17
Pawnbroker	0	0	Temp Food (180 day)	4	13
Pedicab	0	7	Transient Amusement	0	0
YTD License Total:	10	85		7	50

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Louie's	301 W Boyd	Food Service/ Mixed Beverage
Rosa Mezcal Mexican Grill	214 E Main St.	Food Service/ Mixed Beverage
Press and Plow	2221 W Lindsey St. Ste. 201	Food Service/ Mixed Beverage
Louie's at Brookhaven	3750 W Robinson	Food Service/ Mixed Beverage
Amy's Italian Bistro LLC	2627 Classen Blvd. Ste. 104	Food Service/ Mixed Beverage

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Taqueria La Chiva LLC		
	Hickory Farms #18204 (2- 30 day)	
Taqueria El Mexicano #2		
Tacos Jalisco		
Super Taco Loco		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
12-03-24	Estate of Sharon Stewart	Claimant alleges, on or about December 15, 2023, as a result of the negligence of employees and staff at Norman Regional Hospital Emergency Room led to the death of Sharon Stewart.	\$10,000,000.00
12-09-24	Hannah Chapman, Rachel Schwartz	Claimant alleges, on October 22, 2024, the city sewer line flooded her backyard as the result of a blocked sewer main. Plumber was called and unable to clear as it was a broken City main line. Claimant is asking for plumber and mitigation costs.	\$ 775.00
12-13-24	Oklahoma Farm Bureau a/s/o Ladd Sullins	Claimant alleges, on July 9, 2024, The City of Norman failed to maintain a proper lookout while backing up in a City of Norman vehicle and due to this, claimant's vehicle was totaled.	\$ 26,140.23
12-31-24	Lorna Kirkpatrick	Claimant alleges, on December 25, 2024, she was unresponsive in her car and after calling her name with no response, a police officer broke her window while doing a welfare check.	\$ 209.61

SPECIAL SESSION

On Tuesday, December 3, 2024, the City Council met in a special meeting to discuss the Internal Audit Charter and the Declaration of a temporary Moratorium.

On Tuesday, December 17, 2024, the City Council met in a special meeting for a discussion regarding updates to the Animals Ordinance and to discuss updates regarding the Boards and Commissions.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On December 5, 2024, the Business and Community Affairs Committee met for continued discussion regarding the creation of a tax increment finance (TIF) master plan and for a discussion regarding shopping carts.

CONFERENCE

On December 10, 2024, the City Council met in a Conference to discuss an AIM Norman Comprehensive Plan update.

OVERSIGHT COMMITTEE

On December 12, 2024, the Oversight Committee met for the presentation of Emergency Shelter statistics for November 2024 and for a discussion regarding the Entertainment Overlay District and amendments to the Noise Ordinance.

FINANCE COMMITTEE

On Thursday, December 19, 2024, the City Council Finance Committee met to discuss the use of Center City Tax Increment Finance District Funds for repairs; to discuss the Internal Auditor update, and the Monthly Revenue and Expenditure Reports.

CITY MANAGER 2

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

CITY OF NORMAN

Department of Finance
Monthly Report – December 2024

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

Treasury Division:

In the month of December, the Treasury Division processed 45,546 payments in person and over the phone, an increase of 22% from last month. Paymentus (the City’s 3rd party processor of online and automated telephone payments) processed 16,407 payments in December, an increase of 28% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of December by -7.2%. Revenues from the City’s largest single source of revenue, sales tax, are below target by -2.2% for the year to date and -0.9% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 25 Budget To Date	FYE 25 Actual To Date	FYE 24 Actual To Date	FYE 23 Actual To Date
Sales Tax Revenue	\$28,141,624	\$27,506,863	\$27,765,554	\$27,958,822
General Fund Revenue	\$54,269,635	\$50,353,151	\$49,283,530	\$49,100,387
General Fund Expenses	\$57,092,093	\$53,683,275	\$52,679,375	\$47,378,457

Administration Division

	FYE 25		FYE 24	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,080.00	320.00	2,080.00
Total Comp Time Available	1.25	15.75	1.00	8.75
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	321.25	2,095.75	321.00	2,088.75
Benefit Hours Taken	40.00	259.50	73.00	287.00
TOTAL ACCOUNTABLE STAFF HOURS	281.25	1,836.25	248.00	1,801.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 25		FYE 24	
	December	YTD	December	YTD
Total Regular Hours Available	1,120.00	7,120.00	1,120.00	7,280.00
Total Comp Time Available	2.00	15.25	0.00	14.75
Total Overtime Hours	4.00	46.75	9.50	9.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,126.00	7,182.00	1,129.50	7,304.25
Benefit Hours Taken	248.50	1,097.50	263.75	1,281.25
TOTAL ACCOUNTABLE STAFF HOURS	877.50	6,084.50	865.75	6,023.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FY 25 November	FYE 25 December	Plus/Minus
Total Revenue Received (\$)	\$5,166,176	\$6,207,019	\$1,040,843
Utility Payments - Office (#)	37,231	45,546	8,315
Utility Payments - Office (\$)	\$4,999,711	\$5,743,316	\$743,605
Paymentus (#)	12,868	16,407	3,539
Paymentus (\$)	\$1,435,722	\$1,758,025	\$322,303
Lockbox (#)	6,586	8,699	2,113
Lockbox (\$)	\$1,280,359	\$1,641,884	\$361,525
E-Lockbox (#)	3,020	3,989	969
E-Lockbox (\$)	304,256	435,140	\$130,884
Bank Draft Payments (#)	11741	13052	1,311
Bank Draft Payments (\$)	\$1,563,468	\$1,491,672	(\$71,796)
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	117	108	(9)
Processed Return Checks (\$)	(\$49,901)	(\$11,301)	\$38,600
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	50,427	299,920	\$249,493
Municipal Court - Fines/Bonds (\$)	166,465	180,453	\$13,988
Municipal Court - Credit Card (#)	458	439	(19)
Municipal Court - Credit Card (\$)	80,572	87,917	7,345
Building Permits Cash Report (\$)	0	0	\$0
Building Permits Credit Card (#)	0	0	0
Building Permits Credit Card (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC (\$)	\$0	\$0	\$0
Business License - City Clerk (\$)	0	0	\$0
Accounts Receivable Billed (\$)	\$0	\$362,093	\$362,093

Building Permits/Planning/City Clerk went to a new system in the beginning of November, 2023. The reporting is not matching up with the deposits. We are still trying to figure out the best way to report it and subsequently I haven't got the info to include on my daily reports.

This affects the Total Revenue Received as well.

Budget Services Division

	FYE 25		FYE 24	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,080.00	320.00	1,760.00
Total Comp Time Available	0.25	0.50	0.00	0.50
Total Overtime Hours	1.00	1.25	0.75	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	321.25	2,081.75	320.75	1,760.50
Benefit Hours Taken	59.50	346.50	50.25	306.75
TOTAL ACCOUNTABLE STAFF HOURS	261.75	1,735.25	270.50	1,453.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 25		FYE 24	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	5,200.00	800.00	5,112.00
Total Comp Time Available	5.00	76.75	10.00	44.50
Total Overtime Hours	26.50	138.50	31.25	208.00
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	831.50	5,415.25	841.25	5,364.50
Benefit Hours Taken	214.25	1,151.25	219.50	972.50
TOTAL ACCOUNTABLE STAFF HOURS	617.25	4,264.00	621.75	4,392.00
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 25		FYE 24	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	6,861.00	1,120.00	6,160.00
Total Comp Time Available	4.00	43.50	13.00	102.75
Total Overtime Hours	48.25	437.25	61.75	274.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,172.25	7,341.75	1,194.75	6,537.25
Benefit Hours Taken	201.00	938.25	277.25	1,226.00
TOTAL ACCOUNTABLE STAFF HOURS	971.25	6,403.50	917.50	5,311.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments - FYE 2025

	Nov, 2024	Dec, 2024
Mail Payments - Lockbox	6,586	8,699
Mail Payments - E-Lockbox	3,020	3,989
Mail Payments - Office	603	197
Total Mail Payments - Subtotal	10,209	12,885
Night Deposits	170	211
Paymentus Payments	12,868	16,407
Without assistance paymnts - Subtotal	13,038	16,618
Office Payments	1,898	2,336
With assistance payments - Subtotal	1,898	2,336
Total Payments Processed - Subtotal	25,145	31,839
Bank Draft (ACH) Payments	11741	13052
Total Payments (Utility)	36,886	44,891
Total Payments	50,290	63,678

Traffic Counter at Drive-up Facility

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

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

Utility Division Activity Report - FYE 2025

	FYE 25		FYE 24	
	December	YTD	December	YTD
STATUS REPORT				
Regular Utility Accounts Billed	45,330	272,776	43,125	266,417
New Deposit Ons Billed	783	4,663	551	4,112
Final Accounts Billed	843	4,102	462	4,090
TOTAL METERS READ	46,956	281,541	44,138	274,619

FIRE DEPARTMENT

4



NFD Monthly Progress Report December 2024

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	20	1.23%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1008	61.76%
4 - Hazardous Conditions (No Fire)	20	1.23%
5 - Service Call	155	9.50%
6 - Good Intent Call	359	22.00%
7 - False Alarm & False Call	65	3.98%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	5	0.31%
Total Incident Count (Unique Calls)	1632	100.00%
Number of Total Unit Responses	2043	

Total Fire Loss \$604,425.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	411	301	0:05:01
Station #2	202	322	0:05:22
Station #3	252	368	0:06:08
Station #4	184	345	0:05:45
Station #5	53	641	0:10:41
Station #6	51	538	0:08:58
Station #7	165	391	0:06:31
Station #8	122	344	0:05:44
Station #9	189	380	0:06:20

Community Outreach

Tours and Special Events	4	Sysco Foods Annual Tour, Christmas Parade, AT&T Walk Through, tours
--------------------------	---	---

Burn Permits

Burn Permits Issued	139	Conditions were favorable for burning 14 days in December
---------------------	-----	---

Training

Total Personnel Training Hours	2414	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator
--------------------------------	------	---

NFD Monthly Progress Report

December 2024

Total Calls By Station

Fire Prevention										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Fire Marshal 1	6	3	0	0	1	0	1	0	1	0
Fire Marshal 2	7	3	0	0	1	1	0	2	0	0
Fire Marshal 3	7	0	1	2	0	1	1	1	0	1
Fire Marshal 4	5	1	1	0	0	0	2	0	1	0
Fire Marshal 5	12	2	0	3	1	1	2	2	1	0
Prev. Totals	37									
Notified Units										
	Total # of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
EM1*	13	1	1	2	3	0	2	2	1	1
EMS1*	14	1	1	2	2	1	2	3	1	1
NFD3*	14	0	1	3	2	1	2	3	1	1
Notified Total	41									
	Totals	Total by District								
	2043	468	237	306	216	93	110	238	162	213

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

December 2024 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	121 hours	Kerby graduated CLEET on 12/12, Required medical training, Hazmat Tech, Structural Collapse, Info Gathering and Mgmt, Vehicle Fires
Inspection/Re-Inspection Activities	83 hours	Occupancy Load, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools, Fire Watch, Campus Corner Game Day
Smoke Detectors	10	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	6	0 Joint, 2 Closed, 3 Complete, 1 Pending, 0 Closed Arrest
Investigative Activities	59 hours	Fire Investigations, Report Writing, Reviewing Video, Subpoena prep, etc
Department Meetings	25 (22 hours)	Knox Box Meeting, DA Meetings Drone Video, OU Daily
Station & Equipment Maintenance	43 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	1	Knox key install

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building/Protection System Plan Reviews	43	55
Building Inspections/Re-inspections	32	32
Meetings	10	15
Training (NFA/ target solutions)	3	40
Communication	N/A	5
Totals		147
Time Off (VAC, SICK, Holiday,)	N/A	40

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

December 31, 2024

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

<p>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</p>	<p>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</p> <p>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.</p>
<p>Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps. This meeting has been moved to the Cleveland County Wellness Center. Limited meetings may move to the new EOC facility.</p>	<p>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.</p>
<p>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</p>	<p>Meetings are conducted at the Fire Training Center and usually held on an as needed basis.</p>
<p>Local Emergency Preparedness Committee</p>	<p>Meets quarterly (Meets at the Well) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information. Also, the LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided each meeting.</p>

Other Emergency Management Activities	
Planning Meeting for Upcoming Events each first Friday of the month	2024 is a busy year for supporting events. EM Division will conduct a planning meeting with CCHD and NERVT to plan support for a 30/60/90/ day schedule
Local Response	
Red Cross Coordination for burnouts. We have dedicated volunteers roughly in each quadrant of the City that can respond quickly to the resident need for assistance. Our primary mission is to ensure a burnout family has assistance from the Red Cross if they request it and to stay involved until Red Cross is on scene or the family confirms connection with the Red Cross. December 4 responses were conducted.	With the reorganization in the Red Cross and the turmoil of having an in-home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
Medical Reserve CORPS	Norman EM was requested to become part of the revisited State Animal Response Team. NEM will continue the long term relationship with the health dept., and accept duties with the new SmART (Small Animal Response Team) unit 433. The City will not be the housing unit agent for this unit.
Separation of MRC Unit 333	With the anticipated changing leadership, actions are being taken to separate the Unit 333 from the City and transfer to a new housing unit. Inventories being conducted will ensure MRC equipment is accounted for and accountability for all property is completed
Radio project for the outdoor warning system.	The PD Dispatch division has proposed to place the siren system on the Harris radio system. While there are some advantages there are also some disadvantages. One is an increase in operating cost and maintenance. Over ten years the

system has performed outstanding with an average of over 95% functionality utilizing the existing VHF system. Further, with this project the operational control of the system is being sought by dispatch. This will need to be staffed and thoroughly worked through. Dispatches purpose is to communicate response for public safety. They are not staffed for the responsibility of operating an maintaining the sirens. Any increase in manning or budget for a division should go to EM. The EM Division has justified numerous times the addition of 1 to 2 full time positions. Recently a study was completed that confirmed at least one position was recommend however, the unconscionable decision to not make the availability of the position until the 2034 budget year is unfathomable. EM should become it's own dept or stay in the FD.

Planning for the new EOC with the amateur Radio Club	The new AUXCOM room is near completion. Weather set in and delayed the remainder of the outside work. End of January the facility will be fully functional
Future Projects are being planned for PSST funding, legal opinion for Emergency Management to receive PSST money was positive	Logistical support for the EM Div. is funded by the FD budget for all needs in the new EOC.
	EM continues to have to fund most of the need from budget funding. Continual movement has been made in configuration of equipment on network vs off network. Appreciation to IT for their flexible support and helping to build out equipment.
New maintenance facility	The Robinson EOC is expect to take a bay from the new maintenance facility being constructed. Once again EM was not provided for in the PSST process and operational expenses will continue to come from the Fire Depart\EM budget to support items needed.
Community Preparedness Events	
Medical Reserve CORPS	The 2025 Operational Readiness Grant request was not approved this year.
Venue Support for Norman Response Volunteers.	The Response Volunteers continue to receive positive reviews for their assistance in various venues. Large event venues have already contacted EM to confirm continued assistance in the upcoming year.
Small Animal Rescue Team (SmART)	For several years there has been a need for a small animal rescue team. Many attempts to form a

	<p>team were not successful. Now, however there has been a formal process completed and a non-profit formed to house the program. Norman EM is fully involved with the team and this will be an asset during disaster operations that dislocated animals/pets like in the 2012 wildfire.</p>
Unmanned Aerial Vehicle support team	<p>The Norman UAV team has supported numerous fires, missing child, manhunts and other various support. Discussions are ongoing with mutual aid partners on the formation of a UAV task force.</p>
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.	<p>It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.</p>
Mitigation Grant Status	
Many Divisions are applying for mitigation funds for various projects	<p>Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications</p>
Hazard Mitigation Plan	<p>Process on the update is in full swing. There are numerous grant requests in the system and Depts are encouraged to continue applying for funds.</p>
Critical facility generator review	<p>The notice of intent was approved. The grant was changed from a BRIC grant to HMPG at the guidance of OEM. The new notice of funding will</p>

	<p>be available in March 2025. The first draft of the grant was submitted and awaiting reviews. Much needed input by all departments for this grant is needed. Several requests to other departments have not been responded to and follow up action will be taken.</p>
Severe Weather Issues	
National Weather Service Storm Spotter Training	NWS Norman Spotter Schedule (weather.gov)

HUMAN RESOURCES

5

**HUMAN RESOURCES
Monthly Report
December 2024**

HUMAN RESOURCES

Total number of Employees: 925

Orientations: 3 - 8 new hires

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

Terminations: 6 (including temporary/seasonal)

ADMINISTRATION

- FMLA cases – 3 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
 - 80 birthdays and 96 anniversary

BENEFITS

Total Benefit Eligible Population: 875

New Enrollments: 1

Benefit Participation		
	#	%
Medical	807	92%
Dental	803	92%
Vision	604	69%
Disability	0	0%
Supplemental Life	0	0%

Claims		
Rx Claims		
	ACTIVE	\$232,944.18
	RETIREE	\$12,229.92
	HSA	\$
Medical Claims		\$7,942,586.00
Dental Claims		\$ 95,697.76

PERSONNEL ACTIONS

NEW HIRES – 8

Dept./Div.	Position	Number of Employees
Parks & Rec/Facility Maintenance	Trades worker	1
Parks & Rec/Golf	Golf Course Attendant	2
Parks & Rec/Golf	Maintenance Worker I	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Police/Animal Welfare	Animal Welfare Technician	1
Public Works/Storm water	Admin Tech III	1
Utilities/Sanitation	Sanitation Worker II	1

PROMOTIONS – 3

Dept./Div.	Position	Number of Employees
Human Resources/Admin	Human Resources Coordinator	1

HUMAN RESOURCES

Monthly Report

December 2024

Parks & Rec/Park Maintenance	Maintenance Worker II	1
Planning & Community Development	Code Compliance Supervisor	1

SEPARATIONS – 6

Dept./Div.	Position	Number of Employees
Parks & Rec/Park Maintenance	Maintenance Worker II	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Recreation	Recreation Technician	1
Police/Animal Welfare	Animal Welfare Technician	1
Public Works/Streets	Heavy Equipment Operator	1
Utilities/WRF	Custodian	1

TURNOVER STATS

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	15		0.00%
City Clerk	6		0.00%
Finance	23		0.00%
Fire	164		0.00%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9		0.00%
Municipal Court	12		0.00%
Parks & Recreation-Total	109	3	2.75%
Planning & Comm Dev.	38		0.00%
Police	261	1	0.04%
Public Works	125	1	0.08%
Utilities	163	1	0.61%

RECRUITMENT

Positions Requisitioned for Refill by Department/Division (# of vacancies)	
included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT	
Parks & Recreation	
PT Recreation Technician (1)	PT* All Locations – Recreation Center Specialist
PT* Golf Course Attendant	PT Lifeguard Leader
Police	
Police Officer (17)	Animal Welfare Technician (2)
Public Works	
Engineering - City Surveyor (1)	Subdivision Development Coordinator (1)
Heavy Equipment Operator (1)	Capital Projects Engineer/Staff Engineer (1)
Utilities	
PT Custodian (1)	PT Laboratory Intern

HUMAN RESOURCES

**Monthly Report
December 2024**

Human Resources

Safety Manager (1)	
IT	
Cybersecurity Analyst (1)	

DAYS TO FILL

Full Time Position	Offer Date	Date Posted	Days to fill
Trades Worker	11/15/24	8/15/24	92
Animal Welfare Technician	11/4/24	9/25/24	40
Sanitation Worker II	11/4/24	10/3/24	32
Maintenance Worker I	11/21/24	9/25/24	57
Admin Tech III	12/6/24	11/13/24	23

*Offer Date reflected for accurate days to fill numbers

PT/Seasonal Position	Hire Date	Date Posted
Recreation Center Specialist	12/4/24	Perpetual
Golf Course Attendant (2)	12/12/24	Perpetual

*316 registrations/applications to our openings, 6 new requisitions opened.

SAFETY

Recordable Injuries – OSHA

Department/Division	Nature of Injury	How Sustained	Prognosis	Prevention Method
Police/Animal Welfare	Right Wrist	Fighting a dog on a snare pole	Light Duty Restrictions	
Police/Training	Right Wrist	Strained during a combative arrest	Light Duty Restrictions	
Police/Patrol	Right Leg/Calf	Strained while running to grab a young child before he ran into a busy street	Prescriptions	
Utilities/Line Maint.	Left Ankle	Injured while twisting an 8 foot valve wrench	Off Work	Slowing down and making sure to take time/stand properly
Public Works/Streets	Left Arm Laceration	Cutting a tree when a mower went by and shot out debris resulting in the laceration	Prescriptions	More awareness of surroundings
Fire/Suppression	Right Knee	Dislocated knee getting out of the truck	Off Work	Proper dismount from the truck

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

2024*	2023	2022
40	11	7

*CY2024 is current YTD

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

2025	2024	2023
22	14	7

Recordable Injuries per calendar year:

HUMAN RESOURCES
Monthly Report
December 2024

2024*	2023	2022
80	78	60

**CY2024 is current YTD*

Recordable Injuries per fiscal year:

2025	2024	2023
46	62	67

ACCESSIBILITY

ADA Complaints and Resolutions

Complaints	Resolution
11/22/2024: Citizen wanted information on the ADA laws regarding access to NDCBU (Neighborhood Delivery Collection Box Unit, decertified in 1999) mailboxes in their neighborhood. The mailboxes are 40 plus years old and broken and 6 residents have to cross a busy residential street without any crosswalks or sidewalks. Creekside Court, Colonial Estates South Section II Addition.	12/6/2024: Citizen will continue to work on a solution through USPS as they are responsible for the physical ADA compliant CBU (Cluster Box Unit). Once the CBU is finalized with USPS, the city will install a ramp and sidewalk for mailbox access. 12/17/2024: Approval for a new CPU was given to be installed on Creekside Court. 12/31/2024: Consumer Affairs from USPS Consumer Advocate Office AR/OK region needs direction on how to install the new CBU and installed so that the postal carrier does not have leave their vehicle.

ADA:

- Completed 'Bring Your Barriers' training presented by BlueDAG.
- Parts have be ordered to install automatic door openers into the Natatorium of the Adult Wellness and Education Center. Waiting on all parts to be received before installation can be scheduled.

Accessibility:

Employee Resource Groups (ERGs): LGBTQ+ Alliance's December meeting is being rescheduled. The Alliance of Black Employees (ABE) held a meeting to discuss the upcoming Kwanzaa event and making small gift bags for Bridges of Norman.

- On December 10th a small group from ABE delivered gift bags to Bridges and new members of ABE learned more about the organization.
- The 4th Annual Kwanzaa Karamu event was held on December 30th in the Development Center. Cimarron Opera came and performed special music during the event.

Committees:

Human Rights Commission (HRC) – A special meeting was called to discuss nominations and a winner(s) for the 2024 Human Rights Award. The 2025 Interfaith Breakfast, to be

**HUMAN RESOURCES
Monthly Report
December 2024**

held on Saturday, January 11, 2025, at the Nancy O’Brian Center for the Performing Arts, will serve as January’s meeting. The next regular meeting is scheduled for Monday, February 24, 2025, at City Hall.

ADA Citizen’s Advisory Committee – The quarterly meeting took place on Monday, December 9, 2024. Updates on the Transit Program and FY25 Concrete Projects were given. From October 2023 to October 2024 the number of foxed rides has gone up by 13,000. On-demand rides have increased by 62% over the same time period. Possibly adding security to the Transit Center has been proposed and is being looked into. Accessible parking will be included on Gray Street as construction is still underway on sections of the street. An announcement was made about the upcoming 3rd Annual Cleveland County disABILITY Coalition Resource Fair with tentative date of Tuesday, March 25th at The Well. The ADA Citizen’s Advisory Committee’s next quarterly meeting is scheduled for Monday, March 10, 2025, at City Hall.

Cleveland County disABILITY Coalition – The monthly meeting took place on Tuesday, December 3, 2025, at United Way. A mid-year review was conducted. Details for the upcoming 3rd Annual Cleveland County disABILITY Coalition Resource Fair was discussed. The tentative date for the fair will be Tuesday, March 25th at The Well. The next meeting is scheduled for Tuesday, January 7, 2025, at United Way.

CITY OF NORMAN EMPLOYEE DEMOGRAPHICS

Total Population

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

Gender	Total Population	% of Total Population
Female	231	23.4%
Male	757	76.6%
	988	100.00%

Job Classification by Gender		
Job Classification	Female	Male
Full-Time	178	679
Part-Time	34	40
Temporary	19	38
	231	757

Full-Time Employee Population Only

Gender	Full-Time Population	% of Full-Time Population
Female	178	20.8%
Male	679	79.2%
	857	100.00%

Employee Population by Generations

Generations	Birth Years	Current Age Range	Female	Male
-------------	-------------	-------------------	--------	------

HUMAN RESOURCES
Monthly Report
December 2024

Silent Generation	1928-1945	79-96	0	2
Baby Boomers	1946-1964	60-78	22	64
Generation X	1965-1980	44-59	76	242
Millennials (Gen Y)	1981-1996	28-43	60	292
Generation Z	1997-2012	12-27	20	79
			178	679

Total Diversity by Ethnicity		
Ethnicity	Total #	Total %
American Indian/Alaskan Native	33	3.9%
Asian	11	1.3%
Black/African American	39	4.6%
Hispanic/Latino	31	3.6%
Pacific Islander/Native Hawaiian	1	0.1%
Two or More Races	32	3.7%
White	710	82.8%
	857	100.00%

Diversity by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	11	22
Asian	2	9
Black/African American	5	34
Hispanic/Latino	7	24
Pacific Islander/Native Hawaiian	0	1
Two or More Races	7	25
White	146	564
	178	679

Diversity % by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	1.3%	2.6%
Asian	0.2%	1.1%
Black/African American	0.6%	3.9%
Hispanic/Latino	0.8%	2.8%
Pacific Islander/Native Hawaiian	0%	0.1%
Two or More Races	0.8%	2.9%
White	17.1%	65.8%
	20.8%	79.2%

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report –December 2024.

Working projects for the IT Department are as follows:

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

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

Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Progress estimated full completion in 2027
Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning – customer portal configuration in progress. Communication radios installation in progress.
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	Complete.
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress: The IT Department has been granted access to 5% of the annual capital funds for business critical software and infrastructure needs.
Integration of Computer Aided Dispatch with OU PD	Create a software as a service model to share public safety software data with and between OU PD	Complete. Additional segmentation for OU presence with NPD during OU Football is in progress.
Move existing secondary IT Datacenter to new location.	Move all equipment from the current secondary site to a new more robust and secure site.	Physical and virtual moves for the data center began May 2024 – full move expected to be complete by December 2024 if all tests of the new facility functionality are successful.

Support Tickets:

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

Users Supported:

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

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 421,559 attempted incoming and 142,955 outgoing messages for the month of December 2024. Incoming messages totaling 236,327 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 56% of our inbound mail. This percentage has increased from previous months for malicious email/spam. Our security efforts are having a positive effect on reducing the total number of malicious email inbound. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In the month of December 2024, the City of Norman's web site had 99,291 individual web sessions access the web site for 183,666 total page views. Of those sessions, 61,824 were identified as Users to view content on the City web site (see **IT Table 4a and 4b**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and

tablets.

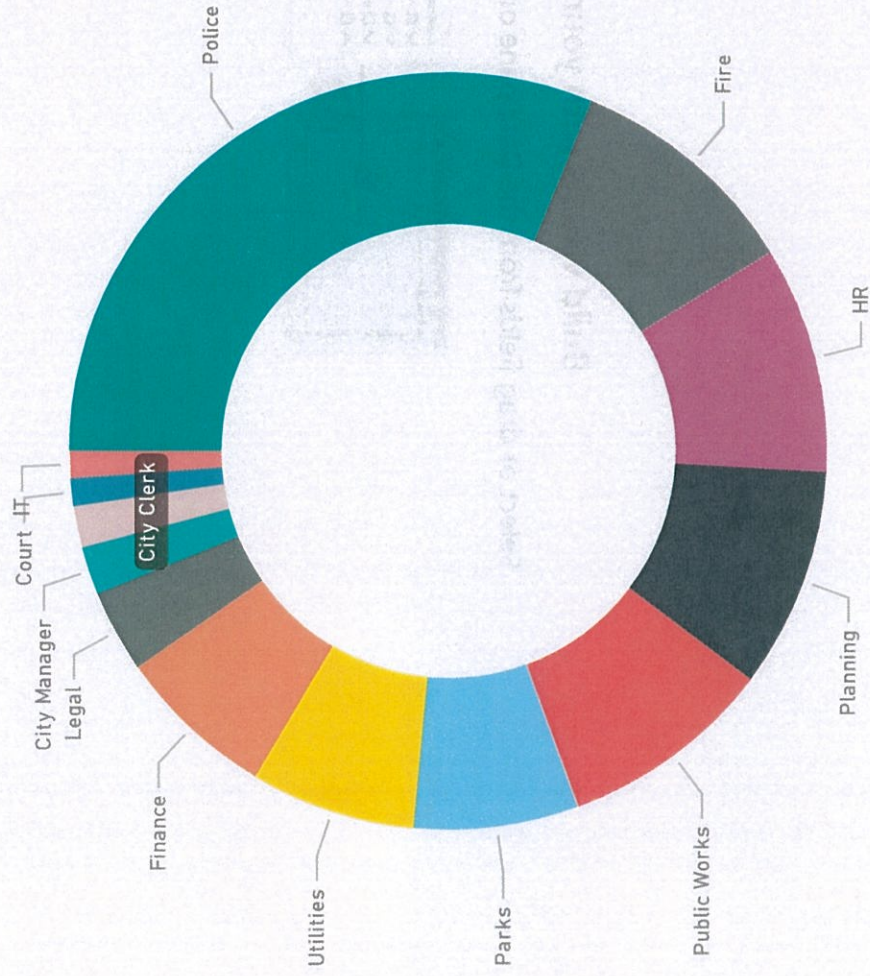
Data Storage:

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

ERP Project Implementation Progress:

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

Tickets by Department



New Tickets
340

Department	Created	Closed
City Clerk	6	6
City Manager	7	6
Court	4	4
Finance	23	20
Fire	34	29
HR	33	33
IT	4	4
Legal	12	11
Parks	24	18
Planning	32	27
Police	106	94
Public Works	31	23
Utilities	24	18
Total	340	282

Ticket Count was highest for Police at 106, followed by Fire and HR.

Police accounted for 31.18% of Ticket Count.

Build visuals with your data

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

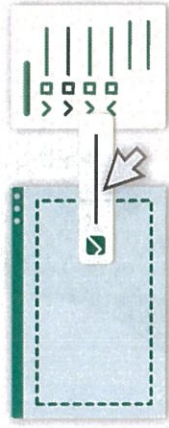
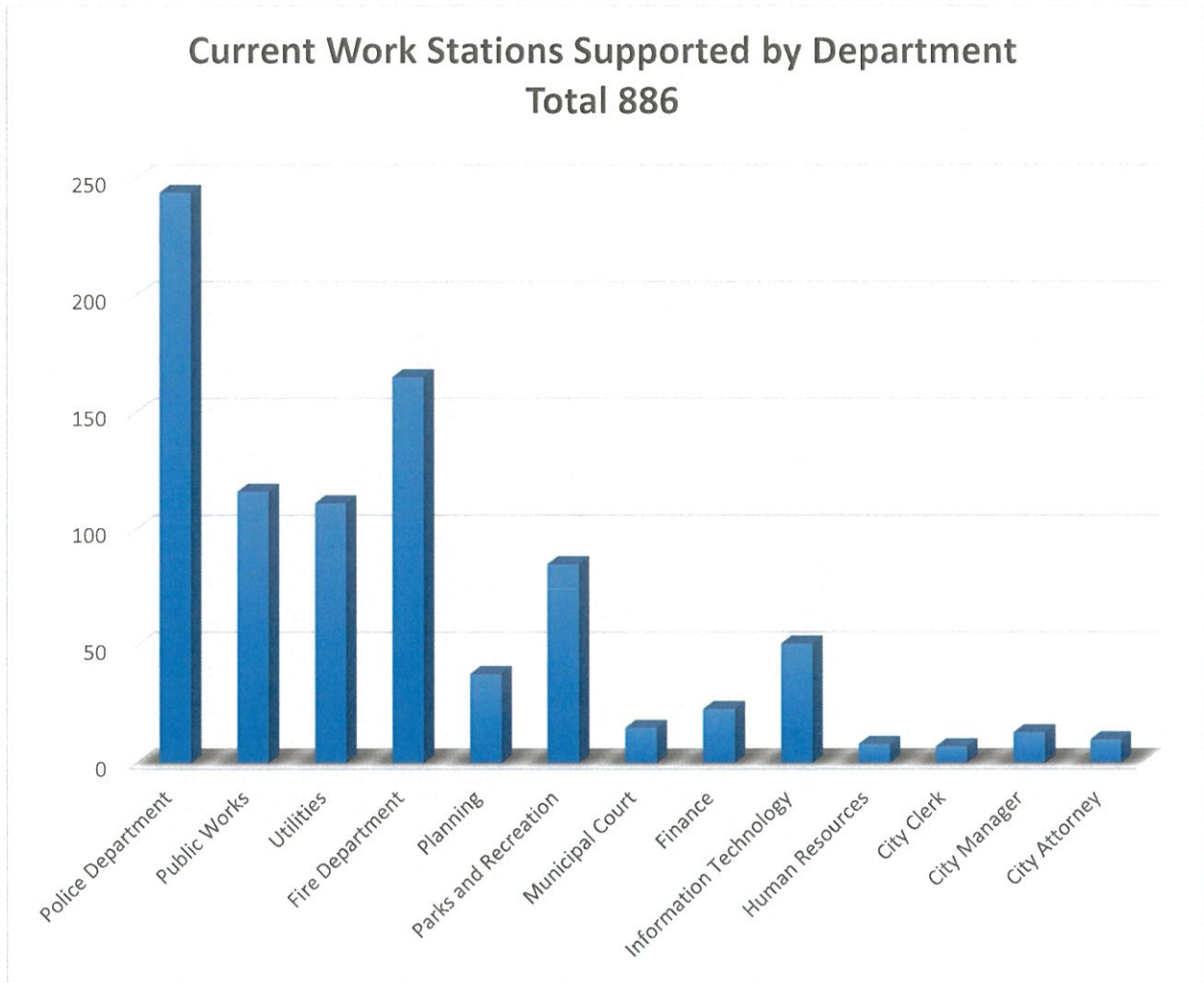


Table 2





Executive Summary

ironport.example.com

01 Dec 2024 00:00 to 31 Dec 2024 23:59 (GMT -06:00) Data in time range: 100.0 % complete

Incoming Mail Graph

Incoming Mail Summary

Message Category	%	Messages
Stopped by IP Reputation Filtering	54.1%	227,923
Stopped by Domain Reputation Filtering	0.7%	3,154
Stopped as Invalid Recipients	0.0%	0
Spam Detected	1.1%	4,824
Virus Detected	0.0%	48
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	182
Stopped by Content Filter	0.0%	196
Stopped by DMARC	0.8%	3,242
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	56.1%	236,327
Marketing Messages	12.0%	50,492
Social Networking Messages	1.3%	5,354
Bulk Messages	13.5%	57,091
Total Graymails:	26.8%	112,937
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	17.1%	72,295
Total Attempted Messages:		421,559

Outgoing Mail Graph

Outgoing Mail Summary

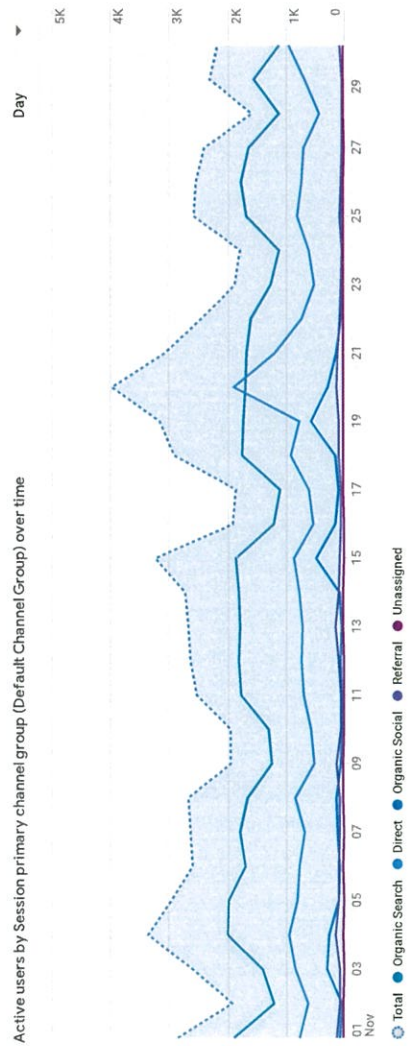
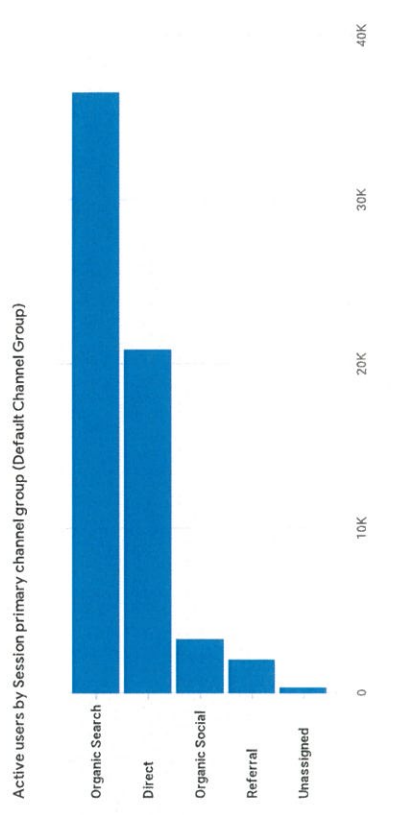
Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	0
Stopped by DLP	0.0%	0
Clean Messages	100.0%	143,003
Total Messages Processed:		143,003

Message Delivery	%	Messages
Hard Bounces	5.3%	7,579
Delivered	94.7%	135,376
Total Messages Delivered:		142,955

Custom Nov 1 - Nov 30, 2024

Monthly Site Traffic

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

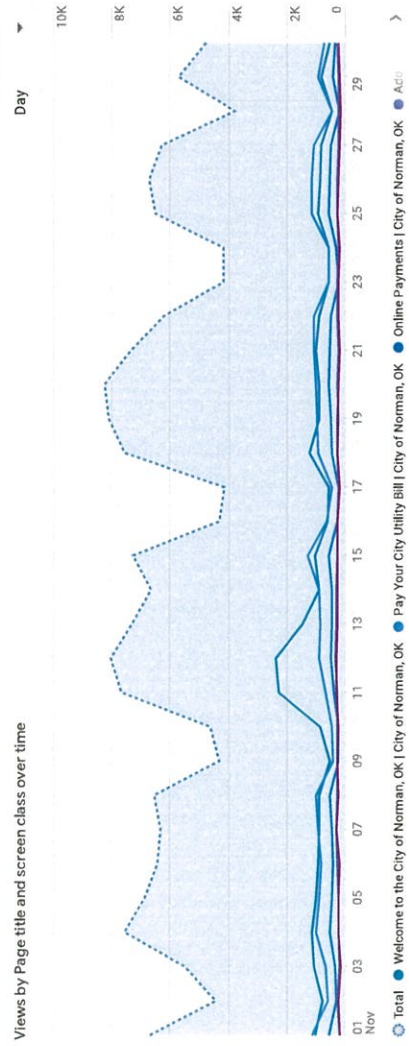


	Active users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per active user	Events per session	Engagement rate	Event count	Session key event rate
<input checked="" type="checkbox"/> Total	61,824 100% of total	99,291 100% of total	56,040 100% of total	31s Avg 0%	0.91 Avg 0%	5.56 Avg 0%	56.44% Avg 0%	552,518 100% of total	0%
<input checked="" type="checkbox"/> 1 Organic Search	36,539	62,743	39,551	37s	1.08	5.94	63.04%	372,605	0%
<input checked="" type="checkbox"/> 2 Direct	20,887	27,448	12,464	20s	0.60	5.12	45.41%	140,586	0%
<input checked="" type="checkbox"/> 3 Organic Social	3,277	4,129	1,731	16s	0.53	4.29	41.92%	17,727	0%
<input checked="" type="checkbox"/> 4 Referral	2,022	3,233	1,624	37s	0.80	5.20	50.23%	16,816	0%
<input checked="" type="checkbox"/> 5 Unassigned	338	344	8	17s	0.02	13.89	2.33%	4,778	0%
<input type="checkbox"/> 6 Email	1	1	1	0s	1.00	4.00	100%	4	0%
<input type="checkbox"/> 7 Paid Social	0	1	0	0s	0.00	2.00	0%	2	0%

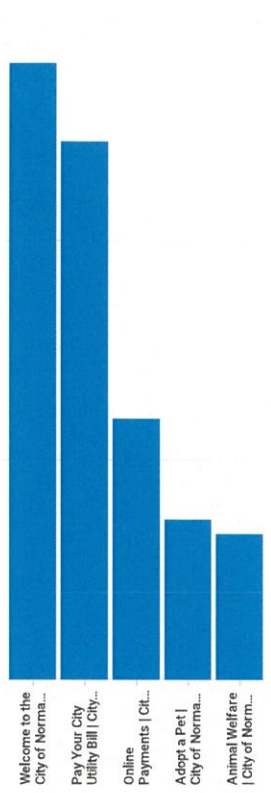
All Users

Monthly Page Views

Views by Page title and screen class over time

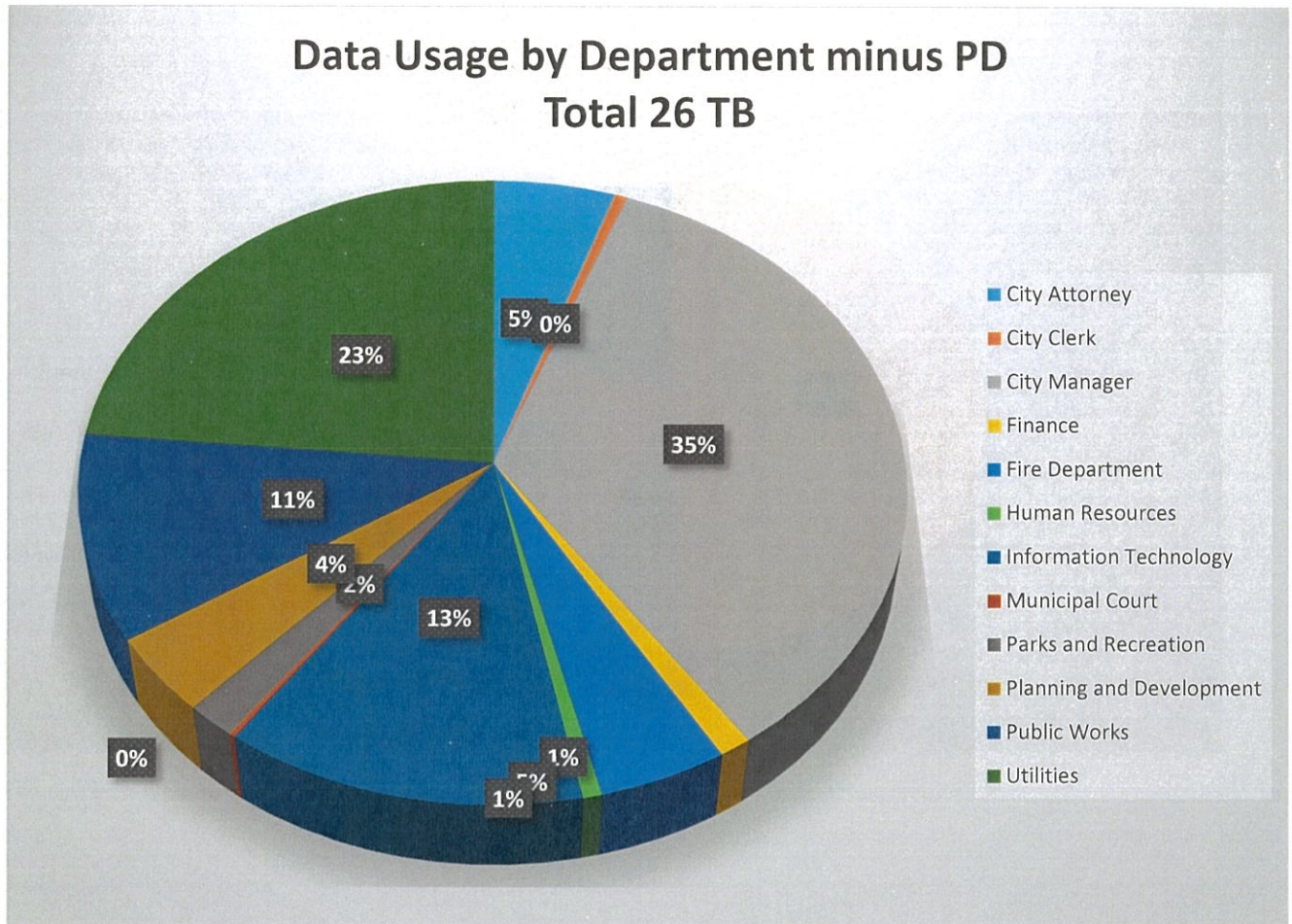


Views by Page title and screen class

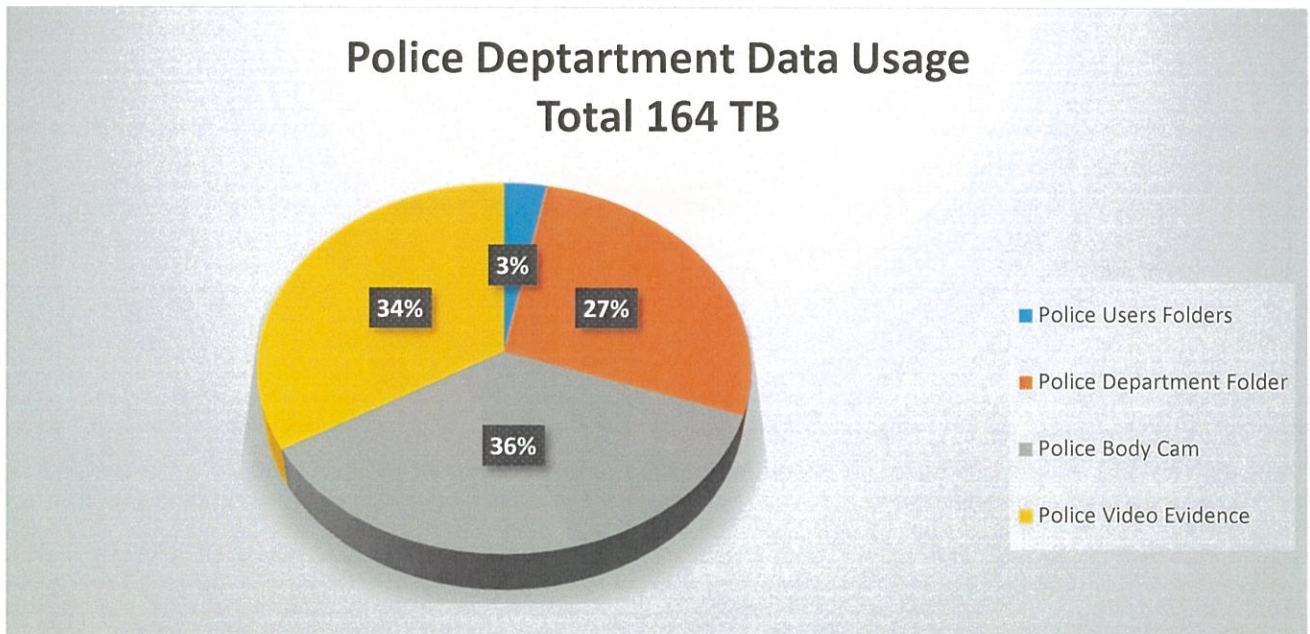


	Page title and screen class	Views	Active users	Views per active user	Average engagement time per active user	Event count
<input checked="" type="checkbox"/>	Total	183,666 100% of total	61,824 100% of total	2.97 Avg 0%	50s Avg 0%	552,518 100% of total
<input checked="" type="checkbox"/>	1 Welcome to the City of Norman, OK City of Norman, OK	28,124	13,424	2.10	18s	69,584
<input checked="" type="checkbox"/>	2 Pay Your City Utility Bill City of Norman, OK	24,538	13,149	1.87	17s	88,561
<input checked="" type="checkbox"/>	3 Online Payments City of Norman, OK	11,889	7,277	1.63	13s	29,567
<input checked="" type="checkbox"/>	4 Adopt a Pet City of Norman, OK	7,283	3,972	1.83	20s	23,285
<input checked="" type="checkbox"/>	5 Animal Welfare City of Norman, OK	6,625	4,109	1.61	16s	20,906
<input type="checkbox"/>	6 Job Opportunities City of Norman, OK	4,245	2,437	1.74	1m 15s	12,835
<input type="checkbox"/>	7 Department Activity Reports City of Norman, OK	3,224	1,719	1.88	44s	22,584
<input type="checkbox"/>	8 Trash & Recycling City of Norman, OK	3,098	2,073	1.49	47s	10,398
<input type="checkbox"/>	9 Search Results City of Norman, OK	2,567	1,262	2.03	44s	5,909
<input type="checkbox"/>	10 Norman Police Department City of Norman, OK	2,235	1,485	1.51	22s	7,444

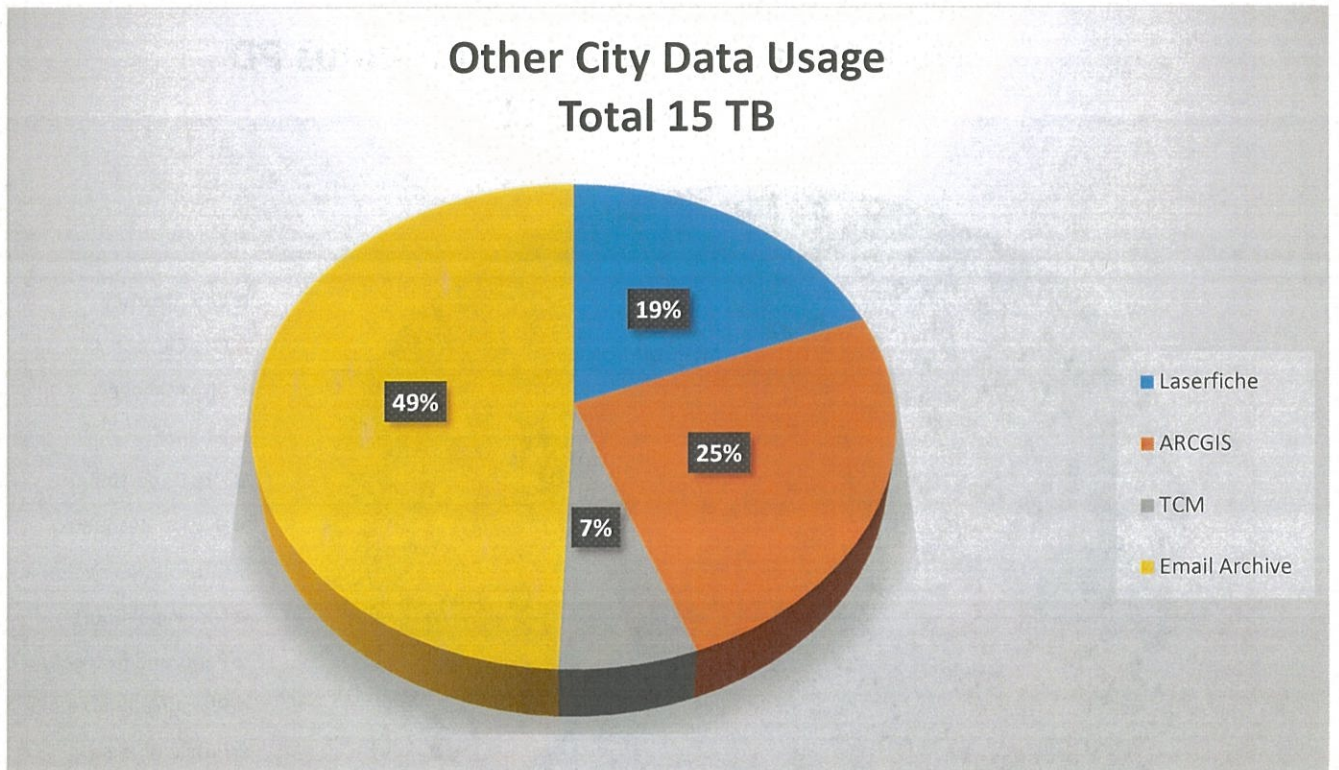
IT Table A



IT Table B



IT Table C



MONTHLY REPORT - LEGAL DEPARTMENT
December 2024 Report
(Submitted January 13, 2025)

MONTHLY HIGHLIGHTS:

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK
In re Payment Card Interchange Fee and Merchant Discount Antitrust Litigation, Case No. 05-MD-01720 (JG)(JO) (K)

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA
Dollarhide v. Dennis Dickens, Oklahoma Highway Patrol, et al, CIV-2022-642 (K)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

COURT OF CRIMINAL APPEALS

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

115 W. Main LLC v. Sooner Emerald Dreams LLC, et al., CJ-2024-1318
Allison et al v. Post et al, CV-24-3374
Armstrong v. City of Norman, CJ-2012-1638 (K)
Bad Day Towing & Recovery v. City of Norman, CV-2024-2032 (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)
Etter v. City of Norman, CJ-2021-731 (K)
Norman Municipal Authority and City of Norman v. Flintco, LLC, et al, CJ-2024-1343
FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)
FOP v. City of Norman, CV-2011-876 L (K)
Martin Flores v. City of Norman & John Doe, CJ-2021-1051 (K)
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
City v. Lonnie Hodges, CV-2020-2922
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)
McCarver v. City of Norman, CJ-2013-128 TS (K)
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)
Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (K)
University Town Center, LLC v. City of Norman et al, CJ-2024-1405

City of Norman v. Geoffrey & Kristin Arce, CJ-2024-3662: This matter was filed December 18, 2024 as a declaratory action seeking injunctive relief for various code and zoning violations. A hearing occurred on December 23, 2024, where the City was given a Temporary Restraining Order to prevent the defendants' construction activities relating to the alleged violations. On that date, the court set a further hearing for Preliminary Injunction for January 23, 2024, to determine whether the City is entitled to further injunctive relief while the matter proceeds through the litigation process.

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. D&J Land, LLC, et al., CJ-2022-251 (M):

City of Norman v. Harold and Diana Hansmeyer, et al., CJ-2024-498 (W)

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

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

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

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

Katy Construction Co., CV-2024-2213

US Bank National Association v. Hudson et al., CJ-2024-996

US Bank National Association v. Vermillion et al., CJ-2024-1019

Orrklahoma Realty – Norman, LLC v. City of Norman et al., CV-2024-2824

D. ***Municipal Court Appeals***

City of Norman v. Carisa McDonald, CM-2024-2317

E. ***Small Claims Court***

None

F. ***Board of Adjustment Appeals***

None

LABOR / ADMINISTRATIVE PROCEEDINGS

A. *Grievance & Arbitration Proceedings (K)*

This office has assisted with the following grievances:

- AFSCME Grievance FYE 21-02 – (COVID-19 Leave)
- AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
- AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)
- AFSCME Grievance FYE 24-06 – (Malia Ross – Discipline)
- AFSCME Grievance FYE-24-09 – (James Salley – Termination)

- IAFF Grievance FYE 21 – (Carl Shanon Smith – Improper Compensation)
- IAFF Grievance FYE 23 – (Matt Ferris – Discipline)
- IAFF Grievance FYE 23 – (Carl Shanon Smith Termination/Forced Retirement)
 Mr. Smith has been reinstated, and thus this grievance is moot.
- IAFF Grievance FYE-23 – (Mass Casualty/Active Shooter Response)
- IAFF Grievance FYE 23 – (Change in Conditions of Employment - EMS Protocols)
 This grievance has been resolved and will no longer appear on the Monthly Report.
- IAFF Grievance FYE-24 – (Non-Emergency Call Back)
- IAFF Grievance FYE-24 – (Failure to Staff Personnel)

FOP Grievance FYE-25-01 – (Larry Shelton – Termination Not for Just Cause)

B. *Equal Employment Opportunity Commission (EEOC)*

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

C. *Contested Unemployment Claims (OESC)*

- Application of Donald R. Cox – Claim ID #866771528
- Application of WJ Mack – Claim ID #045587093
- Application of Perry D. Broyles – Claim ID #164372228

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through December 2024. 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 23	FYE 24	FYE 25	FYE 23	FYE 24	FYE 25	FYE 23	FYE 24	FYE 25
JULY	165	464	359	7	11	25	9	10	11
AUG	241	341	493	10	7	6	13	16	13
SEPT	245	295	395	15	18	11	10	8	10

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
OCT	244	346	420	13	7	13	9	11	10
NOV	205	292	246	10	11	15	6	10	6
DEC	165	163	314	5	9	13	8	4	8
JAN	205	280		9	9		10	5	
FEB	256	338		17	20		10	12	
MAR	272	466		13	8		12	10	
APR	322	443		9	11		9	14	
MAY	395	430		17	26		13	10	
JUNE	344	333		31	7		9	9	
TOTALS / YTD	3,059	4,191	2,027	156	144	83	118	119	58

WORKERS' COMPENSATION COURT

The total number cases pending as of December 2024 are 22. There was one new workers compensation claim and two settlements approved by the City Council during the month. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Fire	Suppression	9	4	3	9	4
Fire	Prevention					1
Parks/Rec	Facility Maintenance	1	1			
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool					1
Police	Criminal Investigation	2				1
Police	Patrol	4	1	2	1	4
Police	Administration					2
Public Works	Street Maintenance	1	1			1
Public Works	Fleet	1	1	1		
Public Works	Storm Water	2		2		
Public Works	Traffic Control				1	
Utilities	Line Maintenance	1			1	
Utilities	Sanitation				1	
TOTALS		22	8	8	13	14

List of Pending Cases

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

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

Bernhardt, Kyle v. City of Norman, CM-2024-06289K

(FD/Suppression/Fire Driver Engineer, Left Shoulder)

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

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

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

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

Settlement by Joint Petition in the above mentioned claim was approved by the City Council on 12/10/24 and will no longer appear on the monthly report.

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

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

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

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

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

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

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

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

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

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

Moring, Barry v. City of Norman, CM-25-00042 J

(Fire, Suppression, Fire Captain, Cancer, Body as a Whole

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(Fire, Suppression, Firefighter, Right Knee)

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

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

Settlement by Joint Petition in the above mentioned claim was approved by the City Council on 12/10/2024 and will no longer appear on the monthly report.

Tipton, Jared v. City of Norman, CM-2024-05980 T

(Fire, Suppression, Fire Driver Engineer, R. Shoulder)

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

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

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

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

TORT CLAIMS

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

DEPARTMENT	FYE 25 Month	FYE 25 YTD	FYE 24 YTD	FYE 23 YTD	FYE 22 YTD
Animal Control		1		2	2
Finance – IT					
Fire			2		2
Legal					
Other	1	3	4	5	6
Parks		5	2	1	2
Planning		2		1	2
Police	1	1	8	8	8
Public Works – other		2	2	5	2
Public Works – Stormwater					1
Public Works – Engineering					
Public Works – Streets		5	12	8	10
Utilities – other			2		
Utilities – Water		2	5	16	6
Utilities – Sanitation		5	10	7	6
Utilities – Sewer	2	2	8	3	4
TOTAL CLAIMS	4	28	55	56	51

CURRENT CLAIM STATUS	FYE 25 TO DATE	FYE 24	FYE 23	FYE 22
Claims Filed	28	61	56	51
Claims Open and Under Consideration	9	1	0	0
Claims Not Accepted Under Statute/Other	2	1	4	3
Claims Paid Administratively	3	26	25	15
Claims Paid Through Council Approval	2	4	2	2
Claims Resulting in a Lawsuit for FY	0	1	0	5
Claims Barred by Statute (No Further Action Allowed)	0	25	25	26
Claims in Denied Status (Still Subject to Lawsuit)	12	3	0	0

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
DECEMBER - FY '25**

CASES FILED

	<u>FY 25</u>		<u>FY 24</u>	
	<u>DECEMBER</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>Y-T-D</u>
Traffic	919	4,435	546	4,006
Non-Traffic	263	1,608	269	1,706
SUB TOTAL	1,182	6,043	815	5,712
Parking	432	5,047	706	4,638
GRAND TOTAL	1,614	11,090	1,521	10,350

CASES DISPOSED

	<u>FY 25</u>		<u>FY 24</u>	
	<u>DECEMBER</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>Y-T-D</u>
Traffic	777	4,478	498	3,795
Non-Traffic	209	1,548	164	1,359
SUB TOTAL	986	6,026	662	5,154
Parking	572	4,452	582	3,793
GRAND TOTAL	1,558	10,478	1,244	8,947

REVENUE

	<u>FY 25</u>		<u>FY 24</u>	
	<u>DECEMBER</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>Y-T-D</u>
Traffic	\$ 78,254.35	\$ 476,418.95	\$ 49,739.59	\$ 426,463.90
Non-Traffic	\$ 18,817.00	\$ 120,348.59	\$ 11,360.21	\$ 116,707.89
SUB TOTAL	\$ 97,071.35	\$ 596,767.54	\$ 61,099.80	\$ 543,171.79
Parking	\$ 22,865.00	\$ 161,328.00	\$ 17,355.00	\$ 123,012.00
GRAND TOTAL	\$ 119,936.35	\$ 758,095.54	\$ 78,454.80	\$ 666,183.79

MUNICIPAL COURT - MONTHLY REPORT
December 2024

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 33 new cases and closed 35 cases during the month of December 2024. 4 Mediations were scheduled but only 3 held due to the nonappearance of one of the parties in the 4th case.

PARKS AND RECREATION 9

Park Development Activities December 2024

Parks and Recreation Master Plan Project

We worked in December to continue making our final edits of the Master Plan document with our team from RDG—the consultant planning group we hired for this; and who are also working on the city-wide AIM Norman Comprehensive Plan. This is the culmination of over a year of work, where their team has met with staff and the project steering committee and visited all of our parks, recreation centers and cultural facilities and interviewed users and staff at these facilities to gain an understanding of our entire operation. Based on this feedback and looking at current programming trends and statistics, they have produced a document that will guide the direction of the P&R Department for the next 10-plus years. The report is expected to be finalized this year, and ready for adoption in early 2025.

Sooner Theatre



Work was completed on the renovation of the historic neon sign and lighted marquee that hang on the corner of the building. In recent years, multiple light bulb sockets started fouling-out, as well as the ballasts for the fluorescent lights in the lower marquee. Dalmarc Sign Company in OKC were the original sign makers for both—and they removed them and re-wired, re-painted and even replaced sign parts to restore them to their original condition. The signs were re-mounted just in time for the theatre's annual Christmas production, and shine on Main Street each night

with new LED lighting in the marquee and fully functioning neon and bulbs surrounding the logo.

Norman Forward Neighborhood Parks

Based on the responses to the neighborhood survey during September and October staff is finalizing the design for a new park next to The Links apartment community. The park design will be presented at a Park Board meeting in February; followed by bidding the construction, to be completed next summer. We will also work with a committee of the Park Board to name the park as part of the new park development process.

We are also working to finalize plans for the renovation of the playground at Northeast Lions Park this fiscal year. The equipment has been damaged and removed in recent years; and we are looking to find a new location in the park for the equipment that will be more visible to combat the excessive vandalism.

Forestry

We are working on scheduling tree plantings in several parks this winter as part of our ongoing effort to expand our tree canopy wherever possible. Trees will be planted this winter in Sonoma, Cascade, Lions Memorial, Sunrise, Royal Oaks and along Legacy Trail (between Keith and Castro Streets), among other sites. We will also plant some of our 'Survivor Tree' elms that we received from the state forestry division a few years ago, on the 25th Anniversary of the Murrah Building bombing. Those will be planted with a plaque in memory of those whose

loved ones requested a location for the trees to honor those killed in the bombing who were affiliated with Norman in some way.

We also are working with our newly-appointed Steering Committee for the Urban Forest Master Plan project we awarded to DAVEY Resource Group last year. Their work will help guide the decisions that will shape the plan and act as a guide for the City Forester and the Forestry Division over the coming years. We are also continuing work on the Community Wildfire Protection Plan (CWPP) that will be used to evaluate wildfire risks in Norman and guide how we work as a city to implement mitigation strategies that will reduce the likelihood and severity of wildfires in combination with the Norman Fire Department.

YFAC Pickleball and Volleyball

Multisports, LLC is finishing their work to construct a new 6-court outdoor pickleball facility on the east side of the Young Family Athletic Center (YFAC). Crews from Musco Sports Lighting were also on-site in December to set pole bases and run wiring for the new lights for the pickleball courts, as well as the new sand volleyball and existing turf practice field at YFAC.

**DECEMBER 2024
RECREATION DIVISION
MONTHLY REPORT**

Little Axe Community Center: For the month of December, the afterschool had fourteen kids enrolled with an average of eight attending daily. The month was jam packed with activities and learning, movies even a visit from Santa Claus. Children will return January 7th. The center was filled with the holiday spirit with an ornament making class open to everyone, our Bingo and Ice Cream Social. The Center hosted story time with Pioneer Library System which was filled with a Christmas books and a short Christmas movie. The center held its third Wednesday arts and active class with Little Axe High School. We are also working with the Little Axe High School in our WAT program {work adjustment training} twice a week. The Little Axe Community Center partnered with Another Chance Ministry to serve 50 Christmas baskets to the Little Axe Community and we hosted our Monday food pantry that served 75 Community member's.

12th Avenue Recreation Center: 12th Avenue Rec Center averaged 35 students in the after school program for the month of December. CASP finished their tutoring sessions for the school year on December 13th and students were out of school from December 23rd to January 6th. During that time, 12th Avenue hosted the annual Winter Break Camp, which saw 45 campers enroll for the two weeks! The camp average was 32 campers per day. Activities for camp included making a gingerbread house out of graham crackers, icing, and candies, making paper snowflakes, and decorating a waffle cone with green icing and sprinkles to make a tree!

Irving Recreation Center: This month at Irving we had a total of 26 students enrolled in our program. We had 295 total visits with an average of 20 students per day. We planned many different holiday themed activities to do with the children before they went of winter break. This included having hot chocolate with snack, watching winter movies and decorating our tree. We also got two elves on the shelves and moved them around each day. The children greatly enjoyed looking for the elves each day. While the kids were gone for break we opened our gym to the public and had many visitors each day.

Whittier Recreation Center: This month at Whittier Recreation Center our after school program continued with 23 students enrolled, and an average daily attendance of 17 children. On Monday December 16, the recreation center flooded due to a faucet that was left on during the night crew's cleaning shift. In the process of clearing the water, mold was found in the building. This finding led to the immediate closure of the rec center and all evening programming was moved to Irving Recreation Center. The Afterschool Program is temporarily being held out of the Whittier Middle School library until renovations are complete.

FACILITY ATTENDANCE:	Month	Year to Date
Little Axe Community Center	883	5,856
12th Avenue Recreation Center	1,519	8,990
Irving Recreation Center	350	2,516
Whittier Recreation Center	329	2,810
Reaves Center	300	1,800
Tennis Center	2,058	18,189

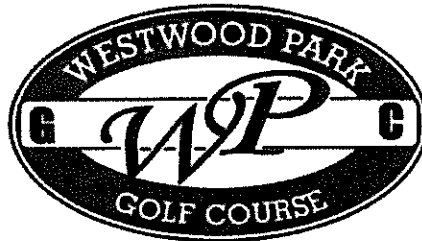
December 2024 PARK MAINTENANCE DIVISION

	FY25	FY25		FY24	FY24
SAFETY REPORT	MTD	YTD		MTD	YTD
On-The-Job Injuries	0.00	7.00		0.00	6.00
Vehicle Accidents	0.00	0.00		0.00	0.00
Employee responsible	0.00	0.00		0.00	0.00
	Total Man Hours			Total Man Hours	
ROUTINE					
ACTIVITIES					
Big Mowing	0.00	542.00		0.00	925.75
Trim Mowing	6.00	3741.75		7.00	5797.00
Chemical Spraying	0.00	401.50		0.00	1948.00
Fertilization	0.00	20.00		0.00	92.00
Park Tree Work	175.00	1335.25		54.00	1004.75
Street Tree Work	0.00	128.00		0.00	16.00
Trash Maintenance	253.00	1492.00		417.00	4354.25
Sprinkler Maintenance	16.50	848.25		93.25	1607.50
Watering	0.00	96.00		0.00	73.00
Painting	0.00	8.00		0.00	138.00
Landscape Maintenance	90.50	1731.75		359.50	2994.00
Seeding/Sodding	0.00	37.00		0.00	45.50
Ballfield Maintenance	0.75	220.25		0.00	101.00
Fence Repairs	94.00	212.00		24.00	384.75
Equipment Repairs/Maintenance	126.00	1349.50		93.50	2408.25
Material Hauling	12.00	226.00		14.00	634.50
Snow/Ice Removal	0.00	0.00		0.00	297.00
Christmas Setup	259.00	291.00		36.00	1146.00
Vector Control	0.00	103.00		0.00	144.00
Events	144.00	681.25		86.00	590.75
Vandalism Repair	63.00	153.75		4.00	385.00
Trail Maintenance	0.00	141.00		0.00	150.00
Playground Maintenance	36.50	537.50		1.00	1279.50
Restroom Maintenance	8.00	22.00		59.75	783.00
Carpentry/Welding	319.75	637.75		136.00	1577.50
Shop Time	0.00	69.00		63.00	539.25
Special Projects	44.00	152.50		198.75	1387.75
Miscellaneous	23.75	210.50		170.50	1019.50
Shopping Carts (by cart, not hours)	62	76			

**YOUNG FAMILY ATHLETIC CENTER
DECEMBER 2024**

	FYE 2025 MTD	FYE 2025 YTD
YFAC Memberships	\$4,785.00	\$16,435.00
YFAC Day Passes	\$28.00	\$740.00
YFAC Gym Passes	\$4,273.00	\$13,854.00
YFAC Aqua Class/Camp	\$481.00	\$1,296.00
YFAC GYM Class/Camp	\$0.00	\$481.00
YFAC Misc Class/Camp	\$0.00	\$51,146.00
YFAC POOL Rental	\$18,874.25	\$72,432.50
YFAC GYM Rental	\$4,696.66	\$6,546.66
YFAC MISC Rental	\$0.00	\$0.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$3,150.00	\$95,325.66
YFAC Leases	\$3,604.48	\$23,001.07
YFAC Other Revenue/Advertising	\$0.00	\$37,334.82
YFAC Leagues	\$0.00	\$0.00
TOTAL INCOME	\$39,892.39	\$266,965.71
YFAC GYM Expenditures	\$10,146.99	\$75,942.99
YFAC POOL Expenditures	\$17,669.01	\$124,677.24
EXPENDITURES	\$27,816.00	\$200,620.23
Income vs. Expenditures	\$12,076.39	\$66,345.48

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



DECEMBER 2024

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	DEC FYE 25	DEC FYE 24
Regular Green Fees	361	428
Senior Green Fees	208	251
Junior Fees	71	72
School Fees (high school golf team players)	8	21
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	746	685
Employee Comp Rounds	249	306
Golf Passport Rounds	0	0
9-Hole Green Fee	89	118
2:00 Fees	92	110
Dusk Fees or 5:00 Fees	32	29
PGA Comp Rounds	2	0
*Rainchecks (not counted in total round count)	53	6
Misc Promo Fees (birthday, players cards, OU student)	130	33
Green Fee Adjustments (fee difference on rainchecks)	88	2
Total Rounds (*not included in total round count)	2076	2055
% change from FY '24	1.02%	
Range Tokens	1366	1255
% change from FY '24	8.84%	
18 - Hole Carts	75	79
9 - Hole Carts	22	14
½ / 18 - Hole Carts	430	496
½ / 9 - Hole Carts	64	124
Total Carts	591	713
% change from FY '24	-17.11%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	0	0
% change from FY '24	0.00%	0
TOTAL REVENUE	\$74,961.62	\$89,617.37
% change from FY '24	-16.35%	

**DECEMBER 2024
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT				
	FY 2025	FY 2025	FY 2024	FY 2024
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0
FINANCIAL INFORMATION				
	FY 2025	FY 2025	FY 2024	FY 2024
	MTD	YTD	MTD	YTD
Green Fees	\$20,224.88	\$210,207.34	\$34,815.06	\$276,833.48
Driving Range	\$3,988.00	\$60,808.00	\$6,442.74	\$65,272.19
Cart Rental	\$10,058.94	\$116,195.52	\$16,741.10	\$145,605.00
Golf Classes	\$0.00	\$0.00	\$0.00	\$0.00
Golf Shop Rentals	\$448.37	\$1,899.13	\$149.88	\$1,663.62
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$0.00
Golf Cart Capital	\$816.95	\$8,943.91	\$740.60	\$8,716.73
Golf Merchandise	\$24,008.03	\$115,240.96	\$21,222.63	\$106,689.19
Restaurant	\$5,081.16	\$88,388.11	\$5,216.52	\$94,085.47
Golf Membership	\$10,214.89	\$65,804.84	\$0.00	\$0.00
Interest Earnings	\$120.40	\$11,752.25	\$4,288.84	\$127,901.45
TOTAL INCOME	\$74,961.62	\$679,240.06	\$89,617.37	\$828,759.92
Expenditures	\$91,337.50	\$723,950.72	\$85,649.87	\$724,662.94
Income vs Expenditures	-\$16,375.88	-\$44,710.66	\$3,967.50	\$104,096.98
Rounds of Golf	2,070	18,787	2,055	18,738

We removed stumps on holes 4, 5, 6, 9, 10, 11, 14, 15, 16 & 18 and we will continue removing dead trees and stumps as needed. Storm Water Maintenance Division is helping us with trimming the large brush areas and difficult to trim areas. They have completed 65% of the areas needing attention on the property. Our maintenance staff continues to cleanup the debris left behind from this process. We removed a sod swath on the back of the driving range tee to prepare for a contractor to install concrete for 25 hitting mats. This will give us the ability to remove traffic from the dormat Bermudagrass with the intention to have a better practice tee during the growing season. The next bunker renovation will be #2 greenside bunker.

DECEMBER 2024
WESTWOOD FAMILY AQUATIC CENTER
MONTHLY PROGRESS REPORT

FINANCIAL INFORMATION				
	FY 2025 MTD	FY 2025 YTD	FY 2024 MTD	FY 2024 YTD
Swim Pool Passes	\$9,135.00	\$9,335.00	\$980.00	\$2,010.00
Swim Pool Gate Admission	\$0.00	\$189,589.00	\$0.00	\$186,635.00
Swim Lesson Fees	\$0.00	\$1,638.00	\$0.00	\$5,810.15
Swim Pool Rental	\$0.00	\$55,181.37	\$0.00	\$47,927.56
Swim Pool Classes	\$0.00	\$700.00	\$0.00	\$677.00
Swim Pool Merchandise Sales	\$0.00	\$336.58	\$0.00	\$236.44
Swim Pool Concessions	\$0.00	\$98,762.76	\$0.00	\$104,250.55
TOTAL INCOME	\$9,135.00	\$355,542.71	\$980.00	\$348,526.70
Expenditures	\$21,422.52	\$613,292.10	\$23,187.26	\$694,741.65
Income vs Expenditures	-\$12,287.52	-\$257,749.39	-\$22,207.26	-\$346,214.95
ATTENDANCE INFORMATION				
	FY 2025 MTD	FY 2025 YTD		FY 2024 YTD
Pool Attendance	0	51763	0	30941
Adult Lap Swim Morning/Night	0	125	0	219
Water Walkers	0	3851	0	200
Toddler Time	0	673	0	393
Water Fitness	0	1654	0	186
Swim Team	0	60	0	10
Scuba Rentals	0	22	0	13
Scuba Participants	0	69	0	35
Swim Lesson	0	295	0	1275
Private Swim Lessons	0	30	0	35
Special Events	0	12	0	7
Party/Rentals	0	17	0	86
TOTAL FY 2025 ATTENDANCE	0	58571	0	33400
ATTENDANCE INFORMATION MAY 2024 TO NOVEMBER 2024				
	Pool Attendance	99,996		
	Adult Lap Swim Morning/Night	127		
	Water Walkers	3,886		
	Toddler Time	1,157		
	Water Fitness	1,793		
	Swim Team	118		
	Scuba Rentals	34		
	Scuba Participants	125		
	Swim Lesson	375		
	Private Swim	61		
	Special Events	16		
	Party/Rentals	50		
	TOTAL ATTENDANCE	107,738		

FACILITY MAINTENANCE

9B



Cost by Maintenance Type

Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
GENERAL	7,483.51	6,665.54	817.97	0.00	0.00	0.00	0.00
HVAC	6,623.82	6,623.82	0.00	0.00	0.00	0.00	0.00
PLUMBING	6,221.80	3,376.19	2,845.61	0.00	0.00	0.00	0.00
ELECTRICAL	5,683.60	5,602.45	81.15	0.00	0.00	0.00	0.00



Cost by Building with Maint Type

Dec-24

<u>Building</u>	<u>Maint Type</u>	<u>Total Cost</u>	<u>Labor</u>	<u>Supplies</u>	<u>Equipment</u>	<u>Inventory</u>	<u>Outsourcing</u>	<u>Overhead</u>
12TH AVE REC CENTER - 1701	ELECTRICAL	283.03	283.03	0.00	0.00	0.00	0.00	0.00
	GENERAL	1,847.45	1,265.57	581.88	0.00	0.00	0.00	0.00
	Totals:	2,130.48	1,548.60	581.88	0.00	0.00	0.00	0.00
12TH AVE NE A - COURTS - 321 N WEBSTER	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	856.36	856.36	0.00	0.00	0.00	0.00	0.00
	PLUMBING	121.83	40.43	81.40	0.00	0.00	0.00	0.00
	Totals:	1,018.63	937.23	81.40	0.00	0.00	0.00	0.00
ADULT WELLNESS AND EDUCATION CENTER - 602 N ANIMAL WELFARE - 3428 S JENKINS	ELECTRICAL	990.62	990.62	0.00	0.00	0.00	0.00	0.00
	HVAC	272.83	272.83	0.00	0.00	0.00	0.00	0.00
	PLUMBING	771.30	121.30	650.00	0.00	0.00	0.00	0.00
	Totals:	2,034.74	1,384.74	650.00	0.00	0.00	0.00	0.00
B - POLICE DEPT -112 W DAWS	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	332.63	332.63	0.00	0.00	0.00	0.00	0.00
	PLUMBING	1,167.51	323.47	844.04	0.00	0.00	0.00	0.00
	Totals:	1,540.57	696.53	844.04	0.00	0.00	0.00	0.00
B - POLICE DEPT -112 W DAWS	GENERAL	3,312.55	3,312.55	0.00	0.00	0.00	0.00	0.00
	HVAC	55.70	55.70	0.00	0.00	0.00	0.00	0.00
	PLUMBING	586.47	404.33	182.14	0.00	0.00	0.00	0.00
	Totals:	3,954.72	3,772.58	182.14	0.00	0.00	0.00	0.00
C - HR, IT - 313 N WEBSTER	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	HVAC	1,287.88	1,287.88	0.00	0.00	0.00	0.00	0.00
	PLUMBING	277.17	202.17	75.00	0.00	0.00	0.00	0.00
	Totals:	1,686.34	1,611.34	75.00	0.00	0.00	0.00	0.00
CHRISTMAS LIGHTS CITY HALL - 201 W GRAY	ELECTRICAL	1,663.83	1,663.83	0.00	0.00	0.00	0.00	0.00
	Totals:	1,663.83	1,663.83	0.00	0.00	0.00	0.00	0.00
CITY HALL - 201 W GRAY	ELECTRICAL	460.67	445.17	15.50	0.00	0.00	0.00	0.00
	HVAC	348.59	348.59	0.00	0.00	0.00	0.00	0.00
	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
	Totals:	1,011.43	995.93	15.50	0.00	0.00	0.00	0.00
D - DEVELOPMENT CENTER - 225 N WEBSTER	ELECTRICAL	60.65	60.65	0.00	0.00	0.00	0.00	0.00
	HVAC	274.53	274.53	0.00	0.00	0.00	0.00	0.00
	PLUMBING	243.67	80.87	162.80	0.00	0.00	0.00	0.00
	Totals:	578.84	416.04	162.80	0.00	0.00	0.00	0.00
EMERGENCY COMMUNCATI ONS AND FIRE ADMINISTRATO	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	HVAC	151.73	151.73	0.00	0.00	0.00	0.00	0.00
	Totals:	232.60	232.60	0.00	0.00	0.00	0.00	0.00
FIRE STATION 3 - 500 E	HVAC	232.39	232.39	0.00	0.00	0.00	0.00	0.00
	Totals:	232.39	232.39	0.00	0.00	0.00	0.00	0.00
FIRE STATION 4 - 4145 W	ELECTRICAL	60.65	60.65	0.00	0.00	0.00	0.00	0.00
	Totals:	60.65	60.65	0.00	0.00	0.00	0.00	0.00
FIRE STATION 4 - 4145 W	PLUMBING	216.30	121.30	95.00	0.00	0.00	0.00	0.00
	Totals:	216.30	121.30	95.00	0.00	0.00	0.00	0.00
FIRE STATION 5 - 1000 NE 168TH	ELECTRICAL	242.60	242.60	0.00	0.00	0.00	0.00	0.00
	HVAC	116.20	116.20	0.00	0.00	0.00	0.00	0.00
	Totals:	358.80	358.80	0.00	0.00	0.00	0.00	0.00
FIRE STATION 6 - 7405 E	PLUMBING	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	Totals:	80.87	80.87	0.00	0.00	0.00	0.00	0.00
FIRE STATION 7 - 2207 GODDARD AVE	ELECTRICAL	80.33	40.43	39.90	0.00	0.00	0.00	0.00
	HVAC	116.20	116.20	0.00	0.00	0.00	0.00	0.00
	PLUMBING	430.87	80.87	350.00	0.00	0.00	0.00	0.00
	Totals:	627.40	237.50	389.90	0.00	0.00	0.00	0.00
FIRE STATION 8 - 3901 36TH AVE NW	ELECTRICAL	167.80	167.80	0.00	0.00	0.00	0.00	0.00
	GENERAL	268.26	202.17	66.09	0.00	0.00	0.00	0.00
	HVAC	196.21	196.21	0.00	0.00	0.00	0.00	0.00
	PLUMBING	438.90	363.90	75.00	0.00	0.00	0.00	0.00

	Totals:	1,071.17	930.08	141.09	0.00	0.00	0.00	0.00
FIRE STATION 9 3001 E	PLUMBING	60.65	60.65	0.00	0.00	0.00	0.00	0.00
	Totals:	60.65	60.65	0.00	0.00	0.00	0.00	0.00
FIREHOUSE ART CENTER - 444 S	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FLEET MAINTENANCE -	ELECTRICAL	66.18	40.43	25.75	0.00	0.00	0.00	0.00
	Totals:	66.18	40.43	25.75	0.00	0.00	0.00	0.00
HAROLDS COMPACTOR -	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
IRVING REC CENTER - 1920	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	121.30	121.30	0.00	0.00	0.00	0.00	0.00
LINE MAINTENANCE -	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
LITTLE AXE REC CENTER - 1000	HVAC	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	Totals:	77.46	77.46	0.00	0.00	0.00	0.00	0.00
MOORE- LINDSAY	HVAC	230.00	230.00	0.00	0.00	0.00	0.00	0.00
	Totals:	230.00	230.00	0.00	0.00	0.00	0.00	0.00
NE LIONS PARK 1800	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
NORMAN INVESTIGATION	HVAC	235.80	235.80	0.00	0.00	0.00	0.00	0.00
	Totals:	235.80	235.80	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC LIBRARY	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
HVAC - CENTRAL - 103	HVAC	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	Totals:	117.90	117.90	0.00	0.00	0.00	0.00	0.00
NORMAN PUBLIC LIBRARY	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	121.30	121.30	0.00	0.00	0.00	0.00	0.00
- EAST - 3051 PARKS	PLUMBING	208.30	121.30	87.00	0.00	0.00	0.00	0.00
	Totals:	329.60	242.60	87.00	0.00	0.00	0.00	0.00
ELECTRICAL MAINTENANCE -	ELECTRICAL	566.07	566.07	0.00	0.00	0.00	0.00	0.00
	Totals:	566.07	566.07	0.00	0.00	0.00	0.00	0.00
GENERAL 1320 DA VINCI	GENERAL	110.43	40.43	70.00	0.00	0.00	0.00	0.00
	Totals:	676.50	606.50	70.00	0.00	0.00	0.00	0.00
REAVES GARDEN	HVAC	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	Totals:	77.46	77.46	0.00	0.00	0.00	0.00	0.00
REAVES PARK - 515 E	ELECTRICAL	323.47	323.47	0.00	0.00	0.00	0.00	0.00
	Totals:	323.47	323.47	0.00	0.00	0.00	0.00	0.00
SANTA FE RAILROAD	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
HVAC DEPOT	HVAC	237.50	237.50	0.00	0.00	0.00	0.00	0.00
	Totals:	237.50	237.50	0.00	0.00	0.00	0.00	0.00
MUSEUM - 200 SHOP TIME	PLUMBING	311.72	121.30	190.42	0.00	0.00	0.00	0.00
	Totals:	589.65	399.23	190.42	0.00	0.00	0.00	0.00
GENERAL SOONER	GENERAL	763.13	763.13	0.00	0.00	0.00	0.00	0.00
	Totals:	763.13	763.13	0.00	0.00	0.00	0.00	0.00
HVAC THEATRE - 101 E	HVAC	116.20	116.20	0.00	0.00	0.00	0.00	0.00
	Totals:	116.20	116.20	0.00	0.00	0.00	0.00	0.00
PLUMBING MAIN	ELECTRICAL	141.52	141.52	0.00	0.00	0.00	0.00	0.00
	Totals:	141.52	141.52	0.00	0.00	0.00	0.00	0.00
HVAC TRANSFER	HVAC	116.20	116.20	0.00	0.00	0.00	0.00	0.00
	Totals:	116.20	116.20	0.00	0.00	0.00	0.00	0.00
ELECTRICAL STATION - 3901	ELECTRICAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
	Totals:	80.87	80.87	0.00	0.00	0.00	0.00	0.00
GENERAL CHAUTAUQUA	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
PLUMBING CENTER - 320 E	PLUMBING	161.73	161.73	0.00	0.00	0.00	0.00	0.00
	Totals:	161.73	161.73	0.00	0.00	0.00	0.00	0.00
ELECTRICAL VETERANS	ELECTRICAL	90.98	90.98	0.00	0.00	0.00	0.00	0.00
	Totals:	90.98	90.98	0.00	0.00	0.00	0.00	0.00
GENERAL CENTER	ELECTRICAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
	Totals:	121.30	121.30	0.00	0.00	0.00	0.00	0.00
HVAC SHELTER - 109	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00
PLUMBING W GRAY	PLUMBING	101.15	80.87	20.28	0.00	0.00	0.00	0.00
	Totals:	262.88	242.60	20.28	0.00	0.00	0.00	0.00
HVAC WATER	HVAC	431.36	431.36	0.00	0.00	0.00	0.00	0.00
	Totals:	431.36	431.36	0.00	0.00	0.00	0.00	0.00
PLUMBING RECLAMATION -	PLUMBING	254.91	222.38	32.53	0.00	0.00	0.00	0.00
	Totals:	686.28	653.75	32.53	0.00	0.00	0.00	0.00
GENERAL WASTEWATER -	GENERAL	151.73	151.73	0.00	0.00	0.00	0.00	0.00
	Totals:	151.73	151.73	0.00	0.00	0.00	0.00	0.00
HVAC TREATMENT	HVAC	79.17	79.17	0.00	0.00	0.00	0.00	0.00
	Totals:	79.17	79.17	0.00	0.00	0.00	0.00	0.00
PLUMBING WESTWOOD	PLUMBING	254.91	222.38	32.53	0.00	0.00	0.00	0.00
	Totals:	254.91	222.38	32.53	0.00	0.00	0.00	0.00
HVAC GOLF COURSE -	HVAC	79.17	79.17	0.00	0.00	0.00	0.00	0.00
	Totals:	79.17	79.17	0.00	0.00	0.00	0.00	0.00

WESTWOOD	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
TENNIS CENTER	HVAC	116.20	116.20	0.00	0.00	0.00	0.00	0.00
- 2420	Totals:	156.63	156.63	0.00	0.00	0.00	0.00	0.00
WHITTIER REC	GENERAL	302.17	202.17	100.00	0.00	0.00	0.00	0.00
CENTER - 2000	HVAC	38.73	38.73	0.00	0.00	0.00	0.00	0.00
W BROOKS	Totals:	340.90	240.90	100.00	0.00	0.00	0.00	0.00
YOUNG	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FAMILY	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00
ATHLETIC	HVAC	549.05	549.05	0.00	0.00	0.00	0.00	0.00
CENTER - 2201	PLUMBING	485.20	485.20	0.00	0.00	0.00	0.00	0.00
TRAE YOUNG	Totals:	1,195.99	1,195.99	0.00	0.00	0.00	0.00	0.00

PLANNING AND COMMUNITY DEVELOPMENT 10



December 2024 Residential Permit Activity

Report Category	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation	
Multi-Family, Fire	PRFI202405411	2024-12-03	310 S SANTA FE AVE	N/A	CCFB	4	LARSH'S FIRST ADD, D L	310 S SANTA FE LLC	\$ 21,877.21	
	1									
Multi-Family, Foundation	PRFO202405505	2024-12-05	215 W LINN ST	N/A	CCFB	4	LARSH'S FIRST ADD, D L	CSO DEVELOPMENT	\$ 250,000.00	
	1									
Residential, Accessory Structure	PRAB202405578	2024-12-11	3550 72ND AVE SE	300	RE	5	BLUE RIDGE ACRES	DAVE EDWARDS	\$ 72,000.00	
	PRAB202405600	2024-12-05	2230 BLUE CREEK PKWY	1920	RE	5	BLUE CREEK ADD	AMERICAN STEEL CARPORTS, INC.	\$ 48,000.00	
	PRAB202405610	2024-12-16	4504 ASHTON CIR	704	PUD	8	ASHTON GROVE ADD., SEC. 3	MAJESTIC FINE HOMES, LLC.	\$ 100,000.00	
	PRAB202405768	2024-12-18	4930 WILLOWOOD WAY	400	R-1	5	WHISPERING HILLS	HOLDEN, DAVID E	\$ 12,000.00	
	PRAB202405799	2024-12-18	3826 BELLWOOD DR	240	R-1	3	BROOKHAVEN 1ST	TUFF SHED INC	\$ 17,879.00	
	PRAB202405957	2024-12-31	2825 CREEKVIEW PL	120	R-1	5	EAST RIDGE ADD #3	STOKES, RANDY JOE & JESSICA LYNNE	\$ 4,500.00	
	6									
Residential, Addition/Alteration	PRAD202404738	2024-12-17	118 SONORA LN	397	PUD	6	LITTLE RIVER TRAILS ADD, SEC 1	AFZAL, FARIHA-REV TRT-TRTEE	\$ 20,000.00	
	PRAD202405158	2024-12-06	129 E ACRES ST	5218	R-2	4	JONES ADD, J A	K2 DESIGN BUILD, LLC	\$ 460,000.00	
	PRAD202405434	2024-12-10	526 S FLOOD AVE	3515	R-1	4	WESTBROOK ADD	KRUSE CUSTOM	\$ 250,000.00	
	PRAD202405571	2024-12-02	116 KEITH ST	1348	R-1	4	CLASSEN-MILLER ADD	SCISSORTAIL ROOFING & CONST.	\$ 95,000.00	
	PRAD202405601	2024-12-11	2725 WOODBRIAR DR	220	R-1	6	WOODCREST ESTATES #4	DAN WILLIAMS	\$ 85,000.00	
	PRAD202405693	2024-12-16	1400 VALLEY RIDGE RD	560	R-1	3	BROOKHAVEN 3RD	URBAN KITCHENS	\$ 50,000.00	
	PRAD202405789	2024-12-18	643 OKMULGEE ST	538	R-1	4	SOUTHRIDGE ADD	JACKSON, BETTY RUTH	\$ 224,000.00	
	7									
	Residential, Carport	PRCP202405564	2024-12-19	1707 SURREY PL	320	R-1	1	SUNRISE HEIGHTS SEC #3	RILEY RASSATT	\$ 1,000.00
		PRCP202405895	2024-12-30	2804 CREEKVIEW TER	380	R-1	5	EAST RIDGE ADD #3	TITAN BUILDING CO	\$ 4,950.00
2										
\$ 1,184,000.00										
\$ 5,950.00										



December 2024 Residential Permit Activity

Permit Type	Permit Number	Issue Date	Address	City	County	Lot Area	Permit Type	Subdivided	Contractor	Value
Residential, Demolition	PRDE202405662	2024-12-09	1519 LINCOLN AVE				R-1	7 NOT SUBDIVIDED	TODD HANSMEYER	N/A
	PRDE202405686	2024-12-09	1521 LINCOLN AVE				R-1	7 NOT SUBDIVIDED	TODD HANSMEYER	N/A
	PRDE202405814	2024-12-19	1500 MOHAWK RD				RE	5 INDIAN HILLS ESTATES #2	M & M WRECKING, INC.	N/A
3										
Residential, Fire	PRFI202405279	2024-12-23	520 WILLOW BRANCH RD				R-1	3 QUAILBROOK ADD #1	OUTLAND OK OFFICE BUILDINGS LLC	\$ 22,000.00
	1									
Residential, Manufactured Home Replacement	PRMF202404816	2024-12-04	1912 142ND AVE SE			1056	RE	5 THUNDERBIRD HILLS	JESSIE LUTTRELL	\$ 108,000.00
	1									
Residential, New Single Family	PRSF202405207	2024-12-27	4311 CRITTENDEN DR			9619	PUD	8 ASHTON GROVE ADD., SEC. 2	BOWERS, JIM JR CONSTRUCTION CO	\$ 1,800,000.00
	PRSF202405244	2024-12-04	4607 WINNERS CIR			3533	R-1	3 ROCK CREEK POLO CLUB REPLAT	DP GAMBLE HOMES, INC.	\$ 353,360.00
	PRSF202405260	2024-12-03	4414 FOUNTAIN VIEW DR			5157	R-1	8 FOUNTAIN VIEW ADD. SEC. 1	DENALI HOMES, LLC	\$ 609,200.00
	PRSF202405303	2024-12-11	5712 108TH AVE SE			8633	A-2	5 OAK HILL RANCH COS	ORBIT HOMES AND CONSTRUCTION LLC	\$ 850,000.00
	PRSF202405369	2024-12-16	2325 BRETTFORD WAY			2736	R-1	5 ST. JAMES PARK SEC. 6	RUSSELL WADE HOMES LLC	\$ 345,000.00
	PRSF202405512	2024-12-06	408 NANTUCKET BLVD			3879	PUD	6 THE VINEYARD PHASE III	LANDMARK FINE HOMES, LP	\$ 500,000.00
	PRSF202405540	2024-12-02	1711 ZAYDEN LN			3047	R-1	7 CEDAR LANE SEC. III	TRIPLE CROWN DESIGNS	\$ 302,260.00
	PRSF202405590	2024-12-06	4410 BELLINGHAM LN			5500	R-1	8 CARRINGTON PLACE ADD. SEC. 14	C.A. MCCARTY CONSTRUCTION LLC	\$ 850,000.00
	PRSF202405627	2024-12-09	1012 TRISHA LN			4233	R-1	3 ARBOR LAKES ADDITION, SEC.5	BLUE JAY CONSTRUCTION, LLC	\$ 800,000.00
	PRSF202405652	2024-12-06	1841 WOLFORD WAY			1964	PUD	1 THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC	\$ 233,100.00
	PRSF202405707	2024-12-11	1217 WILMOT ST			2625	PUD	8 SPRINGS AT FLINT HILLS SEC. 1	LANDMARK FINE HOMES, LP	\$ 380,000.00
	PRSF202405738	2024-12-10	1817 TAINES TURN			2845	R-1	7 CEDAR LANE SEC. III	TABER BUILT HOMES, LLC	\$ 397,000.00
	PRSF202405747	2024-12-18	4310 HACKNEY WICK RD			4786	R-1	8 CARRINGTON PLACE ADD. SEC. 12	C.A. MCCARTY CONSTRUCTION LLC	\$ 803,000.00
PRSF202405766	2024-12-17	410 CAMPFIRE LN			3890	PUD	6 PINE CREEK ADD	LANDMARK FINE HOMES, LP	\$ 530,000.00	
PRSF202405790	2024-12-18	1921 TAINES TURN			1810	R-1	7 CEDAR LANE SEC. III	TABER BUILT HOMES, LLC	\$ 300,000.00	

December 2024 Residential Permit Activity

	PRSF202405816	2024-12-31	3624 ABINGDON DR	2018	R-1	5	BELLATONA ADD. SEC. 3	HOME CREATIONS, INC	\$	282,000.00
	PRSF202405830	2024-12-18	517 CAMPFIRE LN	4173	PUD	6	PINE CREEK ADD	LANDMARK FINE HOMES, LP.	\$	620,000.00
	PRSF202405831	2024-12-18	3721 BEDROCK DR	2357	PUD	8	SPRINGS AT FLINT HILLS SEC. 1	LANDMARK FINE HOMES, LP.	\$	350,000.00
	PRSF202405859	2024-12-18	4706 NORTHFIELDS LN	4210	R-1	8	CARRINGTON PLACE ADD. SEC. 14	LANDMARK FINE HOMES, LP.	\$	620,000.00
	PRSF202405870	2024-12-20	2001 OAKVILLE PL	2907	R-1	5	SUMMIT VALLEY ADD. SEC. 3	DP GAMBLE HOMES, INC.	\$	296,800.00
	PRSF202405906	2024-12-30	920 VARENNA CT	2141	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	221,340.00
	PRSF202405908	2024-12-31	1006 VARENNA CT	2141	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	221,340.00
	PRSF202405909	2024-12-30	2716 VARENNA CT	1809	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	189,420.00
	PRSF202405910	2024-12-30	924 VARENNA CT	2045	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	211,400.00
	PRSF202405911	2024-12-30	1002 VARENNA CT	2045	R-1	1	VARENNA LANDING ADD. SEC. 2	FOC	\$	211,400.00
	PRSF202405960	2024-12-30	1917 TAINES TURN	2065	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC	\$	312,000.00
									\$	12,588,620.00
	PRPO202405641	2024-12-06	4629 KINGSLAND RD	1223	R-1	8	CARRINGTON PLACE ADD. SEC. 14	FOX POOLS OF CENTRAL OK	\$	112,850.00
	PRPO202405670	2024-12-06	2230 GRAND VIEW AVE	800	RE	3	GRAND VIEW EST	SIGNATURE CUSTOM POOLS	\$	98,984.00
	PRPO202405678	2024-12-06	1920 OAKRIDGE CT	1540	A-2	5	GENTRY ESTATES COS	ARTISTIC POOLS	\$	105,000.00
	PRPO202405787	2024-12-19	705 MCCALL DR	544	R-1	4	WILLOW BROOK ADD	SIGNATURE CUSTOM POOLS	\$	84,000.00
	PRPO202405837	2024-12-18	4533 BELLINGHAM LN	1100	R-1	8	CARRINGTON PLACE ADD. SEC. 14	ARTISTIC POOLS	\$	125,000.00
									\$	525,834.00
	PRSO202405606	2024-12-04	502 KENSINGTON RD		R-1	3	QUAILBROOK ADD #1	SUNTRIA	\$	57,959.84
	PRSO202405733	2024-12-11	2805 NORTHGLENN LN		R-1	6	NORTHERN HILLS ADD.	SHINE SOLAR DBA SHINE AIR	\$	24,453.00
									\$	82,412.84

Residential, Swimming Pool

Residential, Solar



Residential, Storm Shelter

December 2024 Residential Permit Activity

PRSS202405504	2024-12-11	321 WEWOKA DR	R-1	6	WOODCREST ESTATES #1	BIGGS BACKHOE, INC	\$	7,000.00
PRSS202405614	2024-12-02	1700 ORIOLE CT	R-1	6	SUTTON PLACE ADD SEC 2	FLATSAFE TORNADO SHELTERS	\$	3,800.00
PRSS202405619	2024-12-02	618 OZARK LN	PUD	8	GREENLEAF TRAILS	STORM SAFE SHELTER, LLC	\$	4,850.00
PRSS202405626	2024-12-03	10106 BETHEL RD	A-2	5	CARSON LAKE EST	SUPERIOR SAFE ROOMS	\$	3,800.00
PRSS202405637	2024-12-03	318 N PETERS AVE	R-3	4	NORMAN OT	STORM SAFE SHELTER, LLC	\$	4,500.00
PRSS202405655	2024-12-04	2801 DALEWOOD PL	R-1	5	EAST RIDGE ADD #3	GROUND ZERO SHELTERS	\$	3,500.00
PRSS202405698	2024-12-06	1124 GLEN EAGLES CT	R-1	7	COBBLESTONE WEST	OKLAHOMA SHELTERS	\$	3,800.00
PRSS202405712	2024-12-06	3751 MUJR FOREST WAY	PUD	6	RED CANYON RANCH SEC. 8	STORM SAFE SHELTER, LLC	\$	3,000.00
PRSS202405739	2024-12-09	1817 TAINES TURN	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC	\$	2,500.00
PRSS202405826	2024-12-13	1921 TAINES TURN	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC	\$	2,500.00
PRSS202405827	2024-12-13	517 CAMPFIRE LN	PUD	6	PINE CREEK ADD	STORM SAFE SHELTER, LLC	\$	5,000.00
PRSS202405839	2024-12-16	704 OZARK LN	PUD	8	GREENLEAF TRAILS ADD. SEC. 12	STORM SAFE SHELTER, LLC	\$	3,000.00
PRSS202405840	2024-12-30	2533 FAWN RUN XING	R-1	6	DEERFIELD ADDITION SEC. 6	FLATSAFE TORNADO SHELTERS	\$	3,500.00
PRSS202405860	2024-12-17	4706 NORTHFIELDS LN	R-1	8	CARRINGTON PLACE ADD. SEC. 14	STORM SAFE SHELTER, LLC	\$	4,500.00
PRSS202405872	2024-12-18	3832 LEGACY DR	PUD	6	VINTAGE CREEK ADDITION	STORM SAFE SHELTER, LLC	\$	2,550.00
PRSS202405921	2024-12-27	4311 CRITTENDEN DR	PUD	8	ASHTON GROVE ADD., SEC. 2	BOWERS, JIM JR CONSTRUCTION CO	\$	12,500.00
PRSS202405961	2024-12-27	1917 TAINES TURN	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC	\$	2,500.00
PRSS202405993	2024-12-31	622 OZARK LN	PUD	8	GREENLEAF TRAILS ADD. SEC. 12	STORM SAFE SHELTER, LLC	\$	3,750.00
							\$	76,550.00

Residential, Water Well

PRWL202405742	2024-12-20	1750 60TH AVE SE	A-2	5	NOT SUBDIVDED	ALLEN WATER WELL-DENNIS ALLEN		N/A
								N/A

18

74

Total

\$ 15,119,623.05

December 2024 Residential Permit Activity		
CATEGORY	COUNT	Valuation
Multi-Family, Fire	1	\$ 21,877.21
Multi-Family, Foundation	1	\$ 250,000.00
Residential, Accessory Structure	6	\$ 254,379.00
Residential, Addition/Alteration	7	\$ 1,184,000.00
Residential, Carport	2	\$ 5,950.00
Residential, Demolition	3	N/A
Residential, Fire	1	\$ 22,000.00
Residential, Manufactured Home Replacement	1	\$ 108,000.00
Residential, New Single Family	26	\$ 12,588,620.00
Residential, Swimming Pool	5	\$ 525,834.00
Residential, Solar	2	\$ 82,412.84
Residential, Storm Shelter	18	\$ 76,550.00
Residential, Water Well	1	N/A
Total	74	\$ 15,119,623.05



December 2024 Non-Residential Permit Activity

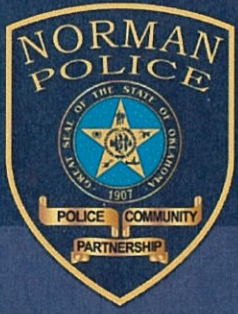
Category	Count	Valuation
Commercial, Addition/Alteration	7	\$ 3,458,000.00
Commercial, Demolition	1	N/A
Commercial, Fire	7	\$ -
Commercial, Foundation Only	1	\$ 1,200,000.00
Commercial, New Commercial Building	1	\$ 2,000,000.00
Institutional, Fire	1	\$ -
Total	18	\$ 6,658,000.00



Monthly Permit Activity Summary with Details
December From: 1/1/2024 To: 12/31/2024

Group	Category	2024		2023	
		Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration	7	\$584,752.00	33	\$448,916.00
	Multi-Family, Demolition	1	\$13,000.00		
	Multi-Family, Fire	5	\$50,978.21		
	Multi-Family, Foundation Only	2	\$930,000.00	1	\$50,000.00
	Multi-Family, New Multi-Unit Residential	2	\$3,100,000.00	4	\$8,940,000.00
	Multi-Family, Repair	3	\$800,792.00	1	\$619,021.00
	Residential, Accessory Structure	104	\$4,329,180.27	139	\$5,695,401.96
	Residential, Accessory Dwelling Unit	8	\$686,000.00		
	Residential, Addition / Alteration	112	\$10,048,764.27	107	\$7,422,804.00
	Residential, CarPort	35	\$238,739.36	32	\$226,425.57
	Residential, Demolition	38	\$135,500.00	31	
	Residential, Fire	2	\$187,000.00		
	Residential, Manufactured Home	8	\$818,078.00	10	\$1,488,826.00
	Residential, Manufactured Home Replacement			5	\$464,900.00
	Residential, New Single Family Dwelling	427	\$163,999,298.82	364	\$142,749,195.00
	Residential, New Two Family (duplex)	2	\$1,170,000.00	8	\$1,334,512.00
	Residential, Pool	80	\$7,215,726.00	97	\$8,675,680.00
	Residential, Repair	15	\$1,249,221.00	46	\$4,417,476.00
	Residential, Solar	151	\$4,466,212.58	238	\$7,860,681.83
	Residential, Storm Shelter	282	\$1,197,965.00	340	\$1,369,648.00
Residential, Water Well	10		29		
Total	Total	1,294	\$201,221,207.51	1,485	\$191,763,487.36
NON-RESIDENTIAL	Commercial, Addition / Alteration	120	\$51,331,576.00	125	\$60,201,370.00
	Commercial, Demolition	15	\$295,000.00	7	
	Commercial, Fire	63	\$4,657,469.11		
	Commercial, Foundation Only	3	\$3,200,000.00	3	\$1,930,000.00
	Commercial, New Commercial Building	31	\$60,780,677.00	36	\$112,590,200.00
	Commercial, Pool	1	\$250,000.00		
	Commercial, RCF/RDCF	5			
	Commercial, Repair	15	\$8,918,929.00	4	\$2,375,000.00
	Commercial, Solar	4	\$777,603.00		
	Industrial, Addition / Alteration	1	\$550,000.00		
	Industrial, Fire	1	\$92,000.00		
	Industrial, Foundation Only	1	\$450,000.00		
	Industrial, New Commercial Building	1	\$200,000.00		
	Institutional, Addition / Alteration	2	\$2,350,000.00		
	Institutional, Demolition	1			
	Institutional, Fire	10	\$600,975.07		
	Total	Total	274	\$134,454,229.18	175
OTHER ACTIVITY	# of New Dwelling Units	457			
	All Field Inspections	24,016		25,516	
	Certificate of Completion (CC)	3,188			
	Certificate of Occupancy (CO)	361		1,116	
	Demo # of Dwelling Units	37			
	Demolition	6			
	Electrical Permit	1,310		1,730	
	Fire	1			
	Garage Sale	843		683	
	Mechanical Permit	1,213		1,716	
	Paving (PRIVATE PROPERTY)	95	\$761,735.55	97	\$1,384,075.00
	Plumbing Permit	1,540		1,837	
	Public Works	178	\$3,377,959.51		
	Sign	243	\$755,465.00	503	
	Street Closure(Not Event)	2			
	Structure Moving	16		23	
Temporary Structure	22		25	\$326,580.00	
Total	Total	33,528	\$4,895,160.06	33,246	\$1,710,655.00
Total		35,096	\$340,570,596.75	34,906	\$370,570,712.36

POLICE 11



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW



DECEMBER | 2024

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2024	5-YEAR AVERAGE	2023
MURDER	0	0	0
SEXUAL ASSAULTS	12	15	11
ROBBERY	2	3	3
AGGRAVATED ASSAULTS	15	25	25
BURGLARY OF BUILDING	38	39	27
LARCENY/THEFT	200	224	195
MOTOR VEHICLE THEFT	21	33	36
ARSON	0	0	0
KIDNAPPING	1	0	0
FRAUD/FORGERY	56	77	64
DUI/APC	22	25	35
PUBLIC INTOXICATION	32	40	71
RUNAWAYS	57	32	37
DRUG VIOLATIONS	77	45	50
THREATS/HARASSMENT	30	36	44
VANDALISM	65	78	92
OTHER	583	572	649
TOTAL REPORTED OFFENSES	1,211	1,245	1,339
TOTAL ARRESTS:	653	623	720
PROTECTIVE CUSTODY:	46	85	102
TOTAL CASE REPORTS*	941	996	1,069
COLLISIONS	166	170	168
FATALITY	0	1	0
INJURY	17	22	31
NON-INJURY	149	148	137
NUMBER OF PEOPLE INJURED	22	32	39
CITATIONS & WARNINGS	2,627	1,862	2,551
TRAFFIC CITATIONS	880	468	512
TRAFFIC WARNINGS	1,319	964	1,337
PARKING CITATIONS & WARNINGS	428	430	702

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 5,110

NON-EMERGENCY CALLS TAKEN: 15,686

TOTAL INCOMING CALLS: 20,796

TOTAL CALLS FOR SERVICE GENERATED: 11,188

POLICE CALLS FOR SERVICE: 7,554

OFFICER INITIATED: 3,107

CITIZEN INITIATED: 4,447

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,624

EMSSTAT: 2,010

Officer Initiated Calls for Service
3,107



Citizen Initiated Calls for Service
4,447

INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 167

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 71

CASES CLOSED DURING REPORTING PERIOD: 477

CLEARED BY ARREST / WARRANT: 6

CLEARED BY EXCEPTION: 21

COP FOLLOW-UP: 5

DEACTIVATED: 365

DEACTIVATED DUE TO STAFFING: 26

MISSING PERSONS RECOVERED: 16

REFERRED INTERNALLY: 36

UNFOUNDED: 2

ANIMAL WELFARE

INTAKES: 242

LIVE RELEASES: 212

LIVE OUTCOME RATE: 92%

ANIMALS FOSTERED: 49

ANIMALS LICENSED: 8

VOLUNTEER HOURS: 191

RECORDS

CUSTOMER SERVICE CONTACTS: 2,071

IN-PERSON CONTACTS: 783

PHONE CONTACTS: 686

EMAIL CONTACTS: 602

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184

ACTUAL EMPLOYED: 171

AVAILABLE FOR ASSIGNMENT: 148**

AUTHORIZED NON-COMMISSIONED: 77

ACTUAL NON-COMMISSIONED: 73

AVAILABLE FOR ASSIGNMENT: 72**

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

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

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report December 2024



IN SHELTER ANIMAL COUNTS

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	92	89	181	62	56	118	(63)	-35%
Ending	93	45	138	88	42	130	(8)	-6%

ANIMAL INTAKES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	99	77	176	110	45	155	(21)	-12%
Owner Relinquish	23	14	37	27	41	68	31	84%
Owner Intended Euth	3	0	3	2	1	3	0	0%
Transfer In	0	5	5	0	0	0	(5)	-100%
Other Intakes*	8	1	9	3	0	3	(6)	-67%
Returned Animal	7	5	12	10	3	13	1	8%
TOTAL LIVE INTAKES	140	102	242	152	90	242	0	0%

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

OTHER STATISTICS

	2023		2024		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	#DIV/0!
Dog Collected (DOA)	1	1	2	2	1	100%
Cat Collected (DOA)	2	2	4	4	2	100%
Wildlife Transferred	0	0	0	0	0	#DIV/0!
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	1	1	1	1	0	0%
Intake Pigs	0	0	0	0	0	#DIV/0!
Intake Other	0	0	3	3	3	#DIV/0!
TOTAL OTHER ITEMS	4	4	10	10	6	150%

LENGTH OF STAY (DAYS)

	2023	2024
Dog	23.2	16.6
Puppy	17.6	8.5
Cat	19.9	15.5
Kitten	18	143

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	188	61	0	249

Norman Animal Welfare Monthly Statistical Report December 2024



LIVE ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	81	108	189	83	81	164	(25)	-13%
Return To Owner	32	6	38	26	2	28	(10)	-26%
Transferred Out	6	4	10	6	0	6	(4)	-40%
Returned to Field	0	17	17	0	12	12	(5)	-29%
Returned to Owner in Field	N/A	N/A	N/A	2	0	2		
TOTAL LIVE OUTCOMES	119	135	254	117	95	212	(42)	-17%

OTHER ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	1	2	0	4	4	2	100%
Lost in Care	0	0	0	0	0	0	0	#DIV/0!
Shelter Euth	15	1	16	10	4	14	(2)	-13%
Owner Intended Euth	3	0	3	1	0	1	(2)	-67%
TOTAL OTHER OUTCOMES	19	2	21	11	8	19	(2)	-10%

TOTAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	119	135	254	117	95	212	(42)	-17%
Total Other Outcomes	19	2	21	11	8	19	(2)	-10%
TOTAL OUTCOMES	138	137	275	128	103	231	(44)	-16%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	1	1	0	2
Medical - Injured	1	1	0	2	17%
Behavior - Aggressive	5	0	0	5	42%
Behavior - Other	3	0	0	3	25%
TOTAL EUTHANASIA	10	2	0	12	

MONTHLY LIVE RELEASE RATE

2023	2024
93.4%	92.2%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS

12

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed one (1) Rural Certificate of Survey and one (1) Short Form Plat for Planning Commission; one (1) Final Plat for the Development Committee; two (2) Preliminary Plats and one (1) Final Plat for City Council. The Development Engineer reviewed 11 sets of construction plans and one (1) punch list. There were 113 permits reviewed and/or issued. Fees were collected in the amount of \$12,671.28.

CAPITAL PROJECTS:

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

On April 2, 2019, the citizens of Norman voted in favor of a Bond Issue to finance the local share of 19 transportation improvement projects. The Gray Street Two-Way 2019 Bond Project consists of the conversion of Gray Street from a one-way street to a two-way street between University Avenue and Porter Avenue, and the installation of streetscape elements along Gray Street. The intersection with James Garner Avenue will be entirely reconstructed to accommodate the future James Garner Phase 3 2019 Bond Project. In addition to the roadway and streetscape work, improvements are required to the railroad crossing just east of James Garner Avenue.

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

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on March 21, 2024, for the Gray Street Two-Way 2019 Bond Project. The low bidder was Ellsworth Construction, LLC of Oklahoma City, Oklahoma. ODOT awarded the project on April 1, 2024. Construction started on Monday, August 5, 2024, and there are 360 calendar days in the project. This timeframe will likely require just over a year to complete. ODOT is administering the construction of this project, with the assistance of WSB.

Proposed improvements include:

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

As of the last pay application on 11/15/24 10.64% of the total contract amount has been expended. Through 11/15/24, 25.00% of the contract time has expired.

The contractor's activities this month were as follows:

- Demolition, Grading and roadway base on the north side of Gray Street between James Garner Avenue and Santa Fe Avenue
- Construction of concrete paving and curb and gutter on the north side of Gray Street between Peters Avenue and Jones Avenue
- Construction of sidewalks and drainage structures between Peters Avenue and Jones Avenue
- Construction of asphalt paving on the north side of Gray Street between Crawford Avenue and Peters Avenue
- Repair of collapsed existing storm sewer at Peters Avenue

Sidewalk Programs:

Lindsey Street Sidewalk Repair Project This project is 80% funded through an ACOG grant and is currently waiting on advertisement and bid opening. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along Lindsey Street from 12th Avenue SE to 24th

*Monthly Progress Report
Public Works (December 2024)*

Avenue SE on the north and south sides of Lindsey Street. Construction is anticipated to start in the winter/spring of 2025.

12th Ave NE and W Brooks Street Sidewalk Project This project is 80% funded through an ACOG grant and is currently in design with Garver, 90% plans have been received and are in review at this time. This project will include placement of sidewalks, ramps, and driveways along 12th Avenue NE from East Robinson Street to East Rock Creek Road and West Brooks Street from South Pickard Avenue to Wylie Road. Construction is anticipated to start in the spring/summer of 2025.

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

Flood Multimodal Path This project was awarded to Parathon Construction and is now under construction. This contract includes a 10' wide multi use path along the west side of Flood Avenue from Robinson Street to Tecumseh Road. The contractor has completed approximately 40% of the work and have expended approximately 65% of the time allotted for the project. The contract is for 180 days the start date was 9/3/2024 and current completion date is 3/2/2025.

State Highway 9 Multi Use Path This project is 80% funded through an ACOG grant and is currently in design, 60% plans have been completed and are in review at this time. This project will include the construction of a 10' wide Multi Use Path from 48th Ave SE to 72nd Ave SE along the north side of State Highway 9. Construction is anticipated to start in the summer of 2025.

Street Maintenance Bond Programs:

FYE 2025 Street Maintenance Bond – Urban Concrete 1

Urban Concrete Bid 2 bids were opened on June 13, 2024. 8 bids were received and the contract was awarded on July 9, 2024 to Ellsworth Construction in the amount of \$1,191,250.50. The project consists of select panel replacement on existing concrete streets. The project is anticipated to be completed by April 2025. The contractor mobilized on September 30, 2023. During the month of December, the contractor began work on Merkle Drive.

FYE 2025 Street Maintenance Bond – Urban Concrete 2

Urban Concrete Bid 2 bids were opened on June 13, 2024. 8 bids were received and the contract was awarded on July 9, 2024 to Ellsworth Construction in the amount of \$1,272,530.00. The project consists of select panel replacement on existing concrete streets. The project is anticipated to be completed by April 2025. During the month of December, the contractor completed work in the Westfield Manor addition on Nebraska Street.

Bridge Maintenance Bond

60th Ave NE Bridge Replacement

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

TRANSIT AND PARKING DIVISION

PUBLIC TRANSIT

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

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

recommended in the plan. Recent work includes:

Vehicle Procurement

The City is in the process of purchasing 6 CNG cutaway transit buses for the paratransit fleet. Below is background on this purchase:

- On June 11, 2024, Council adopted resolution R-2324-149 formally accepting the grant and authorizing the purchase. After additional approvals to enhance the vehicles the revised cost share per bus is \$129,452 federal (72%) and \$51,998 local match (28%), resulting in \$181,450 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (72%) and \$311,986 local (28%), resulting in a \$1,088,700 total cost for 6 units.

Service Expansion Priorities

Following implementation of the new route network in October 2023, and then increasing the frequency of service on Route 112 (West Lindsey) from 60 minutes to 30 minutes (*priority 2*), City Transit staff continue to review the next priorities recommended by the Go Norman Transit Plan:

- Priority 1: Sunday Service – Proposed Sunday service span and trip frequencies would match current Saturday service levels. Sunday transit service is currently being offered and evaluated as part of the Norman On-Demand microtransit pilot program.
- Priority 3: Increased Frequency on Route 110 – This service expansion upgrades the trip frequency of Route 110 (Main St/24th Ave NW) from 60 minutes to 30 minutes. Staff are re-evaluating the timing of this priority in relation to the current ridership, expected development along the route, and other transit needs.
- Priority 4: Implementation of New Route 113 – This service expansion would add a new route in Southeast Norman operating with a 30-minute frequency. The proposed route, as recommended in the plan, would operate along Classen Blvd, Constitution St, Oak Tree Ave, 12th Ave SE, Cedar Ln and then turnaround near Cedar Ln and Classen Blvd.

Microtransit Pilot Program with Via Transportation – Norman On-Demand

- On July 9, 2024, Council approved contract amendments with both Via Transportation and the University of Oklahoma to extend the expanded service through the end of summer 2025. The service entered its second year of operation on August 20, 2024. Staff are exploring options for this pilot program's future as we near the midpoint of its second year of operation. More details can be found in the attached monthly performance report for Norman On-Demand.

Transit Monthly Performance Reports

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

STREETS DIVISION

CAPITAL PROJECTS

- Savannah Addition: Halray Drive replaced concrete panels that required 93 cubic yards of concrete and resulted in over 181.00 square yards repaired

ASPHALT PROJECTS

- Rock Creek Rd between 48th Ave and 60th Ave NW deep patch repair that required 6.21 tons of asphalt for the repair.
- Bretford Way crews worked crack repair that required 7.10 tons of asphalt for the repair.

ROADSIDE OPERATIONS

- Routine pothole patching operations used approximately 7.10 tons of asphalt.

STORMWATER DIVISION

STORMWATER CAPITAL PROJECTS

FYE 2025 Drainage Rehabilitation Project

The City of Norman's Stormwater Division is responsible for the maintenance of a vast network of stormwater inlets, flumes, vegetated channels, and storm sewer lines. Many of the City's inlets are decades old and built of brick and mortar. Over time, the brick and mortar inlets have demanded an outsized maintenance effort. Intent on reducing the maintenance burden and building off the success of FYE 2023 Inlet Rehabilitation Project, staff has continued to add locations to the list of inlets and other drainage infrastructure in most need of replacement. This is a city-wide project. This project will also construct a concrete flume in the vicinity of Rowena Lane where homeowners have experienced excessive standing water due to the existing poor drainage conditions.

The Drainage Rehabilitation Project will affect all wards in the City. Construction activities include removal of old brick and mortar inlet structures and construction of new concrete inlet structures, removal and replacement of sidewalk, and construction of a new flexamat-lined channel and flume. Such construction activities are necessary to improve the condition of the City's stormwater infrastructure and decrease the required maintenance intervals.

During the month of December, the contractor completed construction of a flume located in the vicinity of Rowena Lane.

WORK ORDER RESPONSE

Stormwater Division received 16 work order requests and closed 16 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance Crew

- Shaped and cleaned ditch on Turkey Run Ct.
- Place sod on washout at 60th Ave NE and Hwy 9.
- Repaired and poured concrete and fenced off sinkhole at Barton St. and Shoreridge Ave.
- Sealed leaking joint and manhole at 5709 Windstone Dr.
- Removed debris out of pipe at 2121 Rock Creek Rd.
- Assisted Parks with a tree removal at Okmulgee St. and Ponca Ave.
- Repaired falling storm grate at Cockrel Ave. and Hughbert Dr.
- Took elevation shots for placement pipe in driveway at 3989 120th Ave NE.

CHANNEL MAINTENANCE

The Channel Maintenance Crew

- Removed debris and vegetation from flume in Armory channel.
- Cleaned and removed debris from Hollywood channel.
- Cleaned and removed debris from flume on Saddleback Blvd.
- Removed debris and vegetation from Jona Kay channel.
- Filled washout with dirt and riprap and poured concrete at Merkle Creek channel north of Merkle Dr.
- Concrete floor repair of WPA portion of Imhoff Creek channel at Gray St. and Lahoma Ave.
- Mowed 330,892 square feet of drainage areas.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

The Street Sweeping/Camera Crew

- 418 lane miles were swept in December resulting in the removal of approximately 142.03 tons of debris from various curb-lined streets throughout the city.
- The Camera Crew was able to camera 1,611 linear feet of stormwater infrastructure before camera went down for repairs.

INLET CLEARING OPERATIONS

Stormwater crews checked 543 inlets and cleaned 160 inlets totaling 1 tons of debris removed in Ward 2, 3 and 4.

STORMWATER OKIE LOCATES

During the month of December 2,494 Call 811 Okie Spots were received. Of those requests, 67 were marked stormwater pipe locates.

FLEET DIVISION

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

FUEL REPORT

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

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

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

MAINTENANCE REPORT

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

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

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

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

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.

December 2024
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2025 Associated Fees

Planning Commission/Dev Comm Review:	This Month	Last Month	FY Total
*Norman Rural Cert of Survey... 1	↓	↓	↓
*Final Plats..... 1			
*Preliminary Plats..... 1			
*Short Form Plat..... 1			
*Center City Form Based Code.. 2			
*Concurrent Constr. Request... 1			
City Council Review:			
Certificate of Survey..... 0	↓	↓	↓
Preliminary Plat..... 2			
Final Plats 1			
Certificate of Plat Correction.... 0			
Encroachment..... 0			
Easements..... 0			
Closure..... 0			
Release of Deferral..... 0			
\$ 7,830.00			
Development Committee:			
Final Plats..... 1			
Fee-In-Lieu of Detention..... 0	\$0.00		
Subtotal:	\$7,830.00	\$ 3,030.00	\$30,450.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 27	↓	↓	↓
***Commercial..... 9			
Multi-Family..... 0			
Addition/Alteration..... 14			
House Moving..... 4			
Paving Only..... 8			
Storage Building..... 5			
Swimming Pool..... 5			
Storm Shelters..... 18			
Public Improvements..... 4			
Temporary Encroachments..... 1			
Fire Line Pits/Misc..... 1			
Franchise Utilities 6			
Other revenue 0			
Flood Plain (@\$100.00 each)..... 1			
Total Permits.....	\$0.00	\$40.00	
	\$100.00	\$0.00	\$1,500.00
Grand Total.....	\$4,741.28	\$5,098.27	\$27,857.25
***Construction Plan Review Occurrences	11	28	117
****Punch Lists Prepared.....	1	3	12

* 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

December 2024

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	1	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/ 3 DAYS	27	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/ 7 DAYS	9	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/ 10 DAYS	11	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	1	100%



PERFORMANCE REPORT

Summary of Services Table: November 2024

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

EMBARCK Norman Service Summary	ADP Nov FY25	FY25 YTD	FY24 YTD	Service Profile	Nov FY25	Nov FY24
Fixed Routes (M-F)	1,853	184,374	147,835	Weekdays	19	21
Fixed Routes (Sat)	867	17,507	14,487	Saturdays	5	4
PLUS (M-F)	107	10,959	9,571	Gamedays	2	2
-Zone 1*	77	7,934	7,166	Holidays	1	1
-Zone 2**	30	3,025	2,405	Weather	5	1
PLUS (Sat)***	17	445	437	Fiscal YTD Days	128	128
				Cal. YTD Days	282	281

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 25 YTD	FY 25 Targets	
# of Norman fixed-route passenger trips provided	201,881	400,000	
# of Norman paratransit trips provided	11,404	23,800	
% of on-time Norman paratransit pick-ups	97.20%	98.58%	
# of Norman bus passengers per service hour, cumulative	21.49	21.14	
# of Norman bus passengers per day, average	1,584*	800*	
% of Norman required paratransit pick-ups denied due to capacity	1.13%*	0.00%	
% of on-time fixed-route arrivals	65.98%	75.00%	

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



Performance Report

Microtransit Pilot Program Performance Report

November 2024

Purpose

This report provides a summary of service performance measures used to evaluate the performance of the Norman On-Demand microtransit transportation system for the City of Norman. The key performance indicator goals were outlined in the request for proposals (RFP) and include average walking distance, maximum walking distance, average rider wait time, maximum rider wait time, and the percentage of ride requests picked up within 20 minutes.

Service Profile, Hours, and Pricing

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

Service Hours		Pricing	
Monday-Wednesday	7pm – 1am	First Passenger	\$2.00
Thursday-Saturday	7pm – 3am*	Each Additional Passenger	\$1.00
OU SafeRide: Thursday-Saturday	10pm – 3am*	OU SafeRide (OU Students using OU email address during SafeRide hours)	Free
Sunday	10am – 6pm		

ADA/Wheelchair Accessible Vehicles available upon request.

**Outside of the OU fall and spring semesters, Thursday-Saturday service ends at 1am*

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

Key Performance Indicator Measures

Measure	Target	Fiscal Year to Date (7/01/24 – 11/30/24)	November		Year Over Year Service
			2024	2023	
Average Walking Distance	<0.10 miles	0.06 miles	0.06 miles	0.06 miles	0% (no change)
Maximum Walking Distance	0.25 miles	0.35 miles	0.32 miles	0.24 miles	+33.33%
Average Rider Wait Time*	<15 min	21.2 min	22.5 min	18.3 min	+22.95%
Maximum Rider Wait Time*	20 min	79.9 min*	79.9 min*	N/A*	N/A*
Percent of Ride Requests Picked Up in 20min	>80%	51.91%**	40.24%**	67.53%**	-40.41%

*OU has requested longer available wait times for OU students during SafeRide hours (up to a 2 hour max). This affects the original goal of 20 minutes that was identified in the original Request for Proposals.

**Number of ride requests with 'Completed' status that have a wait time of 20 minutes or less as a percentage of the total number of ride requests with 'Completed' status. This data is skewed by longer available wait times for OU students during SafeRide hours.

Additional Performance Measures

Ridership

Norman On-Demand completed 3,920 rides in November 2024, which is a 5.43% decrease from the October 2024 total of 4,145. There were a total of 38 completed trips which requested a wheelchair accessible vehicle (WAV) in the month of September. Ridership

Ridership	Fiscal Year to Date (7/01/24 – 11/30/24)	November		Year Over Year Service
		2024	2023	
Total Number of Riders	20,503	3,920	2,850	+37.54%
Total Number of Trips	13444	2,572	1,734	+48.33%
# of Completed Trips Requesting WAV	138	38	29	+31.03%
Ridership Per Service Hour (RPSH)	6.0	6.4	N/A	N/A

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

Rider Experience

Approximately 13.4% of all completed rides during FYE25 received a rating, of which 96.9% were rated five out of five stars. The

Rider Experience	Fiscal Year to Date (7/01/24 – 11/30/24)	November		Year Over Year Service
		2024	2023	
Average Ride Duration (in minutes)	11.5 minutes	11.2	9.4	+19.15%
Average Ride Distance (in miles)	3.4 miles	3.3	3.0	+10.00%
Average Ride Rating (5 stars scale)	4.9 stars	4.9	4.9	0% (no change)

system includes an automated feed-back process where all ride ratings with four stars or fewer that have actual written feedback attached are reviewed by customer support agents. Poor ride ratings alone are not categorized as complaints. Due to changes in that review process, we expect to see a higher number of complaints in the next few months. One complaint was reported to Via in the month of November, representing 0.2 complaints per 1000 rides provided. The one complaint was regarding an issue/miscommunication regarding the pickup location for the ride.

Program Engagement and Rider Growth

Since the Norman On-Demand App launched on August 16, 2023, a total of 9,168 individual accounts have been created, which is a 5.18% increase over the October 2024 service to date total of 8,693. Of these accounts about half of them (50.46%) have utilized the service at least once. Just more than a quarter of active accounts (2,501 accounts or 27.28%) have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/16/23 – 11/30/24)		
App Accounts Created Since Launch	9,168	
OU Accounts	N/A	N/A
Active Accounts*	6,273	68.42%
Rider Accounts**	4,626	50.46%
Repeat Rider Accounts***	3,709	40.45%
*accounts with user engaging with ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

Accidents and Vehicles

One accident and two incidents was reported in the month of November. The one reported accident occurred in a parking lot on Nov. 25, 2024 with no passengers onboard, did not meet the FTA reporting criteria, and resulted in only a minor scratch/dent. The two reported incidents were related to technical difficulties experienced by the vehicle rental facility on two separate dates.

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2025

STREET DIVISION					
	FYE 2025 December 2024	FYE 2025 December 2024	Year to Date	Year to Date	FYE 2025
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100% 7.10	100%	100% 179.13	100%	95%
Overlay/pave 10 miles per year.	-	0%	1.30	13%	100%
Replace 2,000 square yards of concrete pavement panels	191.50	10%	2,794.83	140%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	22.00	5%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	15,191,250.00	120%	100%
Mow 148 miles of Rural Right-of-way three times per year	-	0%	1,488.00	335%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	100%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	100%
Bridge - Maintain 5 non-deficient bridges in a year	5	180%	9	180%	100%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	100%
Bridge - Replace one functionally obsolete bridge per year	-	50%	-	0%	100%
Bond Program - Contract all selected projects for the bond year within the same fiscal year				65%	100%
Capital Program – Complete all selected projects within the same fiscal year			-	40%	100%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2025

STORMWATER DIVISION					
	FYE 2025 DECEMBER, 2024	FYE 2025 DECEMBER, 2024	Year to Date	Year to Date	FYE25
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (6,000 Annually)	418.00	84%	2,390.00	40%	85%
Inspect and clean 100% of the urban drainage inlets three times per year.	418.00	4%	3,241.00	32%	65%
Mow 2,271,548 square-feet (52 acres) of open drainage ways, six times per year.	330,892.00	2%	5,658,638.50	42%	70%
Permit all floodplain activities as appropriate.	3.00	3%	18.00	18%	95%
Camera stormwater infrastructure to inspect and identify. (4 map grids per month)	-	0%	4.00	8%	85%
*Camera map grids identified in FY24 and program transitioning to proactive inspection.					

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

December 2024

IN GALLONS	FYE 2025	FUEL REPORT		
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>	
Internal pumps	20,412.00	22,051.00	34,487.31	
Outside - sublet	1,004.00	978.00	1,250.66	
TOTAL	21,416.00	23,029.00	35,737.97	
	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	20,022.30	21,685.70	34,487.31	1,250.66

FYE 2025 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	125,823.43	139,363.54	200,627.80	5,445.83

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.01	Low	\$1.93	UNLEADED	High	\$2.08	Low	\$1.99
DIESEL	High	\$2.23	Low	\$2.08	DIESEL	High	\$2.27	Low	\$2.14
CNG	High	\$1.51	Low	\$0.17	CNG	High	\$2.10	Low	\$2.10

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$110,702.96	Month Total Public CNG Sales	\$1,328
OILS/FLUIDS	\$11,656.99	FYE 2025 To Date Public Sales	\$11,512
TIRES	\$25,390.23	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
SUBLET REPAIRS	\$4,958.70	Total Sold Gallons Life To Date	1,125,988
		Total Gross Sales Life To Date	\$1,686,296
TOTAL SPENT ALL Parts/Sublet	\$152,708.88	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	3,754,674

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	13
EMERGENCY ROAD CALLS	7	7	9	108
PM SERVICES	124	109	30	732
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	174	174	213	1,560
SCHEDULED REPAIRS	159	100	92	802
NON SCHEDULED REPAIRS	95	43	121	565

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	2	0	0	49
EMERGENCY ROAD CALLS	12	15	15	122
PM SERVICES	55	50	55	320
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	118	132	175	1,136
SCHEDULED REPAIRS	209	133	137	645
NON SCHEDULED REPAIRS	25	6	38	573

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	6	15	11	76
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	45	61	46	317
SCHEDULED REPAIRS	92	70	43	367
NON SCHEDULED REPAIRS	4	8	3	17

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	0	1	2
PM SERVICES	14	6	6	79
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	24	27	31	247
SCHEDULED REPAIRS	66	55	21	255
NON SCHEDULED REPAIRS	1	0	10	63

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	2	0	0	34
EMERGENCY ROAD CALLS	19	22	25	202
PM SERVICES	199	180	102	973
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	361	394	465	2,829
SCHEDULED REPAIRS	526	358	293	1,896
NON SCHEDULED REPAIRS	125	57	172	1,170

**FLEET DIVISION
INVENTORY
December 2024**

FUEL

WESTWOOD GOLF	821.4	gallons	UNLEADED	@	2.520	\$ 2,069.93
WESTWOOD GOLF	703.9	gallons	DIESEL	@	2.640	\$ 1,858.30
NORTH BASE	6,668.0	gallons	UNLEADED	@	1.970	\$ 13,135.96
NORTH BASE	5,956.0	gallons	DIESEL	@	2.160	\$ 12,864.96
FIRE STATION #5	406.2	gallons	UNLEADED	@	2.030	\$ 824.59
FIRE STATION #5	360.4	gallons	DIESEL	@	2.210	\$ 796.48
FIRE STATION #6	305.6	gallons	UNLEADED	@	2.040	\$ 623.42
FIRE STATION #6	403.5	gallons	DIESEL	@	2.210	\$ 891.74
BULK TANKS	1,200.0	gallons	DIESEL	@	2.170	\$ 2,604.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	8,201.2	\$ 16,653.90
DIESEL	8,623.8	\$ 19,015.48

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
DECEMBER FYE 2025**

Industry Standard Compliance: Not To Exceed 5%

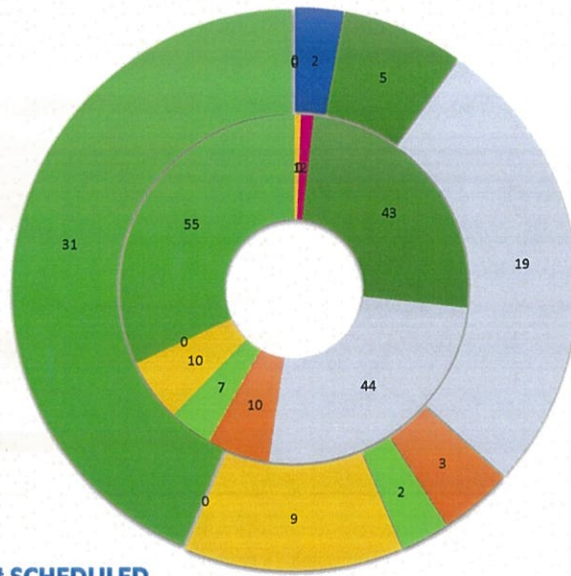
Department/Division	Number of PMs		Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	YearToDate Non-Compliance Trend
	Scheduled	Completed On Time				
CITY CLERK	1	1				
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
HUMAN RESOURCES						
HUMAN RESOURCES					0%	0%
PLANNING						
PLANNING					0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	2	1	1	1	50%	200%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	24	23	1	1	4%	17%
STORMWATER	3	2		1	33%	100%
TRAFFIC	8	7	1	1	13%	50%
STORMWATER QUALITY					0%	0%
FLEET	8	8			0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	4	2	2	2	50%	150%
POLICE ADMINISTRATION	1	1			0%	0%
POLICE STAFF SERVICES	2		1	1	50%	250%
POLICE CRIMINAL INVESTIGATIONS	7	6	1	1	14%	114%
POLICE PATROL	24	18	4	6	25%	146%
POLICE SPECIAL INVESTIGATIONS	6	5		1	17%	33%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION	1	1			0%	0%
FIRE TRAINING	1	1			0%	0%
FIRE PREVENTION	3	3			0%	67%
FIRE SUPPRESSION	4	3	1	2	50%	1%
FIRE DISASTER PREPAREDNESS	1	1			0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	7	6	1	1	14%	57%
PARKS & RECREATION CUSTODIAL					0%	0%
FACILITY MAINTENANCE					0%	0%
PARKS FORESTRY					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	9	5	3	4	44%	133%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION	1		1	1	100%	200%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT	1	1			0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS	2	2			0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN					0%	0%
WATER LINE MAINTENANCE	9	8	1	1	11%	33%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	1	1			0%	0%
WRF OPERATIONS	3		3		0%	100%
SEWER LINE MAINTENANCE	7	5	2		0%	43%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	14	8	6	6	43%	93%
SANITATION COMMERCIAL	6	6			0%	67%
SANITATION TRANSFER	6	3	3	3	50%	100%
SANITATION COMPOST	4	1	3	3	75%	150%
SANITATION RECYCLE					0%	0%
SANITATION YARD WASTE	2	2			0%	50%
UTILITIES EVIROMENTAL						
ENVIROMENTAL & SUSTAINABILITY					0%	0%
CITYWIDE TOTAL	171	130	35	36	21%	32%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
DECEMBER FYE 2025**

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
Police										
986T	2000 Dons Equipment Trailer	Animal Control	1/1/2025	11/19/2024	-43	Days	11/19/2024	Light Repair	PM-A	5/11/2023
1113	2014 Ford Interceptor	PD Patrol	74263.00	74746.00	483	Miles	12/2/2024	Light Repair	PM-C	9/17/2024
1072	2005 Nissan Quest	PD Special Investigations	1/1/2025	12/6/2024	-26	Days	12/10/2024	Light Repair	PM-C	12/6/2023
1194	2015 Ford Interceptor	PSST Patrol	100549.00	101973.00	1424	Miles	12/18/2024	Light Repair	PM-C	11/29/2023
1151	2011 Ford Crown Vic	PD Patrol	160692.00	158841.00	-1851	Miles	12/27/2024	Light Repair	PM-C	10/17/2024
Public Works										
691B	2015 John Deere Rotary Cutter	Streets	10/31/2024	9/6/2024	-55	Days	9/10/2024	Heavy Repair	PM-B	9/6/2023
0884	2013 John Deere 310SK Backhoe	Stormwater Maintenance	2341.00	2379.00	38	Hours	12/1/2024	Heavy Repair	PM-C	2/28/2024
Utilities										
0239	2016 Peterbilt 320	Sanitation Commercial	12/1/2024	11/21/2024	-10	Days	11/21/2024	Heavy Repair	PM-N	8/2/2023
23232	2023 Peterbilt 567 Rolloff	Sanitation Commercial	2615.00	2522.00	-93	Hours	11/22/2024	Heavy Repair	PM-C	9/17/2024
Fire										
0016	2019 Ford F150	Fire Prevetion	44441.00	43708.00	-733	Miles	12/13/2024	Light Repair	PM-C	4/14/2024

**PM Compliance Report December
FYE 2025**



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

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

Department	Scheduled	Missed/Late	% Late
City Clerk	1	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	0	0	0.0%
Planning	2	2	100.0%
Public Works	43	5	11.6%
Police	44	19	43.2%
Fire	10	3	30.0%
Parks & Rec.	7	2	28.6%
PSST	10	9	90.0%
CDBG	0	0	0.0%
Utilities	55	31	56.4%
Citywide Total	172	71	41.3%

PUBLIC WORKS
 FLEET DIVISION
 Technician Productivity
 Report

FYE 2025

December 2024

MECHANIC	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY				Total	
	GOAL	DIRECT LABOR HOURS	ACTUAL	DIFFERENCE	TOTAL HOURS	NAME	direct	indirect
497	72%	95.16	83.8%	11.8%	113.58	Lowman	95.16	113.58
642	72%	0.00	#DIV/0!	#DIV/0!	0.00	Deaver	0.00	0.00
1554	72%	127.18	78.2%	6.2%	162.63	Boyd	127.18	162.63
1676	72%	122.07	85.4%	13.4%	142.90	Schumacher	122.07	142.90
2098	72%	121.40	81.3%	9.3%	149.31	Johnson	121.40	149.31
2495	72%	122.47	81.1%	9.1%	151.10	Vann	122.47	151.10
2745	72%	124.32	91.6%	19.6%	135.78	Durham	124.32	135.78
3001	72%	146.11	84.9%	12.9%	172.03	Winters	146.11	172.03
3134	72%	0.00	#DIV/0!	#DIV/0!	0.00	Massie	0.00	0.00
3151	72%	141.26	90.3%	18.3%	156.50	Gunter	141.26	156.50
3167	72%	127.21	85.3%	13.3%	149.20	Wilson	127.21	149.20
3487	72%	48.56	37.8%	-34.2%	128.45	Sprayberry	48.56	128.45
3502	72%	104.49	69.9%	-2.1%	149.45	West	104.49	149.45
3572	72%	140.47	92.7%	20.7%	151.49	Winn	140.47	151.49
3843	72%	130.50	28.8%	-43.2%	453.10	Dillon	130.50	453.10
3968	72%	164.52	88.2%	16.2%	186.50	Cole	164.52	186.50
4033	72%	133.05	84.7%	12.7%	157.06	Wood	133.05	157.06
4303	72%	133.49	73.1%	1.1%	182.58	LaChance	133.49	182.58
4310	72%	128.46	80.5%	8.5%	159.59	Nolasco	128.46	159.59
4316	72%	125.58	75.7%	3.7%	165.98	Martin	125.58	165.98
DIRECT LABOR HOURS		2236.30						
TOTAL AVAILABLE HOURS		2741.66						
PRODUCTIVITY GOAL		72.0%						
ACTUAL PRODUCTIVITY		81.6%						

DIRECT LABOR HOURS 2236.30
 TOTAL AVAILABLE HOURS 2741.66
 PRODUCTIVITY GOAL 72.0%
 ACTUAL PRODUCTIVITY 81.6%

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

	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
DECEMBER 2024							
Provide initial response to citizen inquiries within 2 days	100%	105	105	100%	664	664	100%
Provide information requested by citizens within 7 days	95%	105	105	100%	664	664	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	21	18	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	22	22	100%	164	164	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		0	0	0%	852	477.5	0.56
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	0	0.00	16.56	91	5.50
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
		14	14	100%	89	89	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
		18	18	100%	85	85	100%
Response to reports of sign damage:	Percentage						
High Priority Stop or Yield Signs	99%	36	36	100%	85	85	100%
Lower Priority all other signs	90%	76	76	100%	338	338	100%
Street Name Signs	90%	6	6	100%	98	98	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	0	0.00	18569	0	0.00

UTILITIES

13

Monthly Report

December 2024

LINE MAINTENANCE:

Waterline Capital Projects

- Beaumont Drive – 100%
- 1357 12th NE Avenue – 100%
- Crest Court – 100%
- Barb Court – 100%
- Page Street – 100%
- Crail Drive – 0% Hold – Pending Lead Survey

Staff has completed the Crest Court project. Staff has completed the 12th AVE NE project. Staff has completed the Beaumont project. Staff has completed the Page Street project. Crail Project materials have been ordered – project on hold pending lead surveys. Ashton Grove project has been completed. Sutton Place project has been completed. Park Hill lift station pumps have been installed.

Water Line Breaks Total – 15 in December

Water Lines Hit by Contractors – 1

Sewer Line Data

- Total obstruction service requests – 17
- Private Plumbing: 16
- City Infrastructure: 1
- Sanitary Sewer Overflows: 0 on private side, 0 on city side

Lift Station D Flows:

- Days – 31
- Average daily flow: 1.124 MGD
- Total Monthly flow: 34.850 MG

UTILITIES ENGINEERING:

As-Built Linking Project: Project is an engineering effort to develop a system for linking as-built records to a GIS interface to allow for staff to more efficiently find as-built records. Contract K-2021-72 was awarded to Meshek & Associates on December 1, 2020. The project will allow users to click on a water or sanitary sewer asset in a GIS viewer which will then provide the as-built record document in a new window for viewing or downloading. Additional internal staff discussion was required to determine naming conventions for the consultant to use that would create a standardized system that could be used for this project and any future projects. As such, the project deadlines were set back a couple of months. All existing as-built information was provided to the consultant for their use. Pilot area information has been received and reviewed by staff. The effort required to complete the work was determined to be more than the original contract so Contract Amendment No. 1 was approved to allow for completion of the project. Meshek's work has been completed and the project is complete. This will be the last report on this item.

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

Tangentially, staff worked with Garver and RJN to complete the wastewater collection system flow monitoring necessary for proper calibration of the wastewater model being developed and updated by Garver.

WASTEWATER PROJECTS:

WRF Reuse Pilot Study (WW0317) – Project is a pilot study designed to consider treatment alternatives to produce highly treated effluent at the WRF suitable for Indirect Potable Reuse (IPR) by discharging it into Lake Thunderbird to supplement Norman's available raw water supply. NUA approved a contract with Garver LLC on February 11, 2020 to design the pilot project for various alternative treatment processes to determine if reuse is feasible and, if so, to recommend the best and most economic treatment technologies for the implementation of a reuse program. In July 2020, NUA approved Amendment No. 1 to Garver's contract which consolidated all pilot study tasks, including procurement/rental of treatment equipment for alternative treatment trains, temporary construction/installation of pilot study equipment and eventual removal of all pilot study equipment, into Garver's contract. During the remainder of 2020, Garver completed pilot study design, and during winter 2020/2021 and spring 2021, temporary construction of Phase I treatment trains, which consisted of one train using an Aqua Nereda patented process and one train using a modified University of Cape Town (mUCT) process was completed. By June 2021, both trains had been commissioned and were operating as intended. As a result, WRF and Garver staff were able to commence the Phase I testing and sampling regimens. In November 2021 and February 2022, skids and trailers containing advanced tertiary processes that were to be pilot tested as part of Phase II and Phase III, respectively, were delivered; temporary construction needed to place them into service was completed; and Phase II and Phase III testing and sampling regimens commenced. Phases I, II, and III and all associated testing and sampling were completed as of June 1, 2022, and Garver's construction subcontractor completed removal of all temporary process equipment by late summer 2022. A first draft copy of the engineering report was submitted for review in December 2022. A second draft was submitted to NUA and, informally, to Oklahoma Department of Environmental Quality (ODEQ) in March 2023. For the rest of 2023, Garver convened regular meetings with ODEQ to review the draft report findings and conclusions in detail, and on March 18, 2024, ODEQ issued a letter of "support" for the results of the pilot study. Upon receiving ODEQ's letter and as per their Contract, Garver submitted their draft final report to an "Independent Advisory Panel" consisting of independent industry experts who will review results and recommendations, deliberate among themselves, and, finally, issue recommendations regarding the report and its conclusions. A technical orientation with the panel members, NUA, and Garver convened on August 28, 2024. This was followed by a half-day workshop on December 17, 2024 during which Garver described the finer details of the pilot test, results, and their conclusions, and concluded with an extended question and answer session. The panel members are now deliberating and will issue their independent conclusions and recommendations during the first quarter of 2025. Once any recommendations submitted by the panel are addressed, a final report will be submitted, likely in the spring of 2025.

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

In October 2021, NUA learned that it has been awarded a second grant from BOR, a green infrastructure grant to evaluate what role a constructed wetland could play in further improving quality of stormwater and/or effluent water entering Lake Thunderbird as part of the future reuse program that is the subject of the pilot study. This grant includes \$209,824 worth of in-kind funds from various federal agency resources to be expended in (Federal) Fiscal Years 2022 through 2024 for research and investigations, and grant can be extended with additional funds added in future years as conclusions are reached and recommendations made based on the work done during the initial years' funding. The project was officially kicked off in early November 2021, and work (research and data gathering) is ongoing. A workshop to review alternatives and select the best convened in August 2024. If funding beyond fiscal year 2024 (which ends on September 30, 2024) is authorized, design and construction of a pilot constructed wetland may occur starting in Fiscal Years 2025 and 2026. As of December 2024, no additional funding has been authorized but in-kind funding in the original grant has not yet been exhausted so research efforts are continuing and the team continues to meet on a regular basis to discuss findings and possible future tasks.

In April 2022, NUA learned that a third grant from BOR associated with possible IPR had been authorized. The third grant was an applied science grant for \$148,339 to create a Predictive Lake Optimization Tool (PLOT) for Lake Thunderbird. The PLOT will use weather and climatological data and forecasts and data specific to Lake Thunderbird and its watershed to create a preliminary model that will furnish predictions on the theoretical best times, quantities, and manner for adding supplemental IPR flows to the lake. This would allow both for the best possible economic

evaluation of infrastructure alternatives for a future IPR program but also for the efficient management of such a future IPR program if/when one is implemented. A resolution authorizing acceptance of the grant was approved by City Council in September 2022, and a Contract with Garver in the amount of \$196,190 (of which \$148,339.00 would be reimbursable from BOR Applied Science Grant) was approved by City Council on March 14, 2023. During the remainder of 2023 and continuing into the Spring of 2024, Garver and their subconsultants completed research and created the PLOT, and, on June 11, 2024, they convened a workshop presenting the preliminary conclusions. Based on the workshop, Norman requested that additional information and analysis be provided to clarify some minor questions before a final report is issued. An additional workshop is being scheduled for August 2024 to share preliminary results with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff convened on August 15, 2024. Garver should address all questions raised in workshops and furnish a final report early in 2025.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

Garver completed and submitted 60% design documents for review in August 2022 and 90% design documents in January 2023 with design review meetings convening two weeks after each submission. In March 2023, ODEQ Permit to Construct application was submitted to ODEQ and the permit was issued in April 2023. Also, in April 2023, NUA learned that it has been approved for a federal community funding grant for FYE September 30, 2024 in the amount of \$5,000,000.00 for this project. However, because the Federal Budget for FY 2024 is not yet approved, funds for the grant have not been earmarked and EPA has not allocated them, and there is no certainty on when or if these funds will be approved. Because of the critical nature of this project and based on conversations with EPA and with grant experts at Garver, it has been determined that the best course of action for Norman Utilities Authority is to bid the project now and include all requirements for EPA Community Grant projects in the bidding documents. EPA has advised that, as long as the contract meets their requirements for the grant, we can apply for the funds at whatever time in the future they are officially allocated. EPA should then be able to approve "after the fact" and Norman Utilities can seek reimbursement for funds already spent at that point.

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

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

In March 2024, NUA received confirmation that the EPA Community Funding Grant in the amount of \$5,000,000 had been officially authorized and funded. However, the grant included a strict Buy America Build America (BABA) clause while the project bidding documents and thus the resultant contract with Crossland Heavy Contractors did not include this requirement. Between April and June 2024, NUA convened numerous meetings with EPA and Garver to determine the appropriate path forward that would allow NUA to accept this grant. Based on EPA input, NUA requested a "Technical Correction" from EPA that would allow some or all funding from the grant to be expended on other critical projects at the WRF, and, in September 2024, EPA officially approved the "Technical Correction". This will allow the grant funds to be expended on the WRF Blower Replacement and WRF Laboratory Renovation, and New Maintenance Facility projects (details on both projects are updated elsewhere in this report), while this project will now be funded using a combination of internally-generated funds and the CWSRF loan.

In December 2024, Crossland continued rerouting and/or installing new electrical conduit and process piping for new centrifuges. They also formed, reinforced and poured concrete piers for the first new centrifuge. The new centrifuges remain on schedule for delivery in January 2025. Upon delivery, Crossland intends to immediately set the first new centrifuge, and they project that this centrifuge will be fully operational and ready to turn over to WRF staff no later than mid-March 2025. Once first new centrifuge is operational, the remaining existing centrifuge can be demolished, creating space for the second new centrifuge. The second new centrifuge will then be set and is projected to be operational in June 2025. All work on project should be complete ahead of the current contract completion date in July 2025.

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

During August 2022, Greeley Hansen submitted 95% design documents. At time of submittal, it was agreed that a design review meeting would convene in February/March 2023 so that all comments and corrections noted can be addressed at one time just prior to advertisement, which was then projected to occur in May 2023. Since that time, the decision was made to defer construction of this project for two additional years, until FY 2026. However, as noted above in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA received an EPA Community Grant in the amount of \$5,000,000 for that project. However, for several reasons, a request for a "Technical Correction" was made to EPA that would allow for the grant funds to be used for this project (and the WRF Blower Replacement project which is discussed elsewhere in this report). This request was approved by EPA in September 2024, which means that funds for the construction of this project are now available and project can be advertised and awarded as soon as practical.

As a result, coordination meetings with Greeley and Hansen commenced shortly after, and they are currently finalizing a new schedule for obtaining permits and readying project for bidding. Generally speaking, it appears that project will advertise during the first quarter of 2025 and contract will be awarded and construction will commence during the second quarter of 2025. Project Tasks/Dates below have been updated below based on these ongoing discussions with Greeley Hansen. They will likely be further refined over the next few months as final plans are readied for bidding.

Engineer: Greeley and Hansen LLC (John Schmidt)

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

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

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

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

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

As of December 2025, a determination will be made in the CIP review process (January 2025) to proceed with the temporary fix or proceed with replacement of the roof.

Engineer: Garver – On-Call services

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

From an email from Parkhill on 12-05-24 the preliminary SMP-18 plans for review are expected before January 1, 2025.

In late December NUA was informed the engineer working on the plans and managing the project was leaving Parkhill. A meeting with the new engineer will happen in January 2025.

Engineer: Staff with assistance from Lemke Surveying

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

On November 30, 2021, City Council approved the use of on-call Contracts of Parkhill and Lemke Land Surveying to prepare bidding documents for this project. During May 2023, a preliminary set of plans was submitted for City of Norman review and a review meeting convened and in July 2023, 95% plans were submitted and a review meeting convened. Final Plans and Bidding Documents were completed and project was advertised on September 14, 2023. Bids were opened on October 5, 2023, and Krapff-Reynolds Construction Co. (KRCC) has been deemed the lowest and best bidder with a base bid plus bid alternate cost of \$5,468,900.50. City Council approved Contract Award on November 14, 2023. A Pre-Work Meeting convened in January 2024. After an extended procurement process, KRCC mobilized to the project in late March 2024, and sanitary sewer replacement and manhole rehabilitation is ongoing. As of the end of December 2024, the work was nearly 70% complete and remains on schedule for final completion in the Summer of 2025.

Engineer: Parkhill (Sean Price)

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

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

Water Reclamation Facility (WRF) PFAS and Microplastics Fate and Transport: New regulations for PFAS are being promulgated by the EPA for drinking water but future regulations for wastewater effluent and biosolids are envisioned as well. To get information ahead of future rules for wastewater, this project will sample for PFAS and microplastics at locations throughout the WRF to determine levels through each process, PFAS formation or removal, and percentages of materials within liquid effluent or biosolids. Funding for this work will be from a loan from the Oklahoma Water Resources Board with 100 percent loan forgiveness (i.e., no ratepayer funds to be used).

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

As of the end of November 2024, the sampling plan is in development. Equipment for the biosolids holding bins and plumbing to be acquired in February, after sampling plan review.

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

As of December 2024, the WRF land application permit and soil testing is being reviewed by Garver to begin finalizing the sampling plan. A review of sampling needs will take place in January 2025.

Engineer: Garver (Bryce Callies)

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

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

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

Deliverables presentation occurred on September 24, 2024. Deliverables presentation included SLRAT, manhole inspection, and iTracker results. City Staff to review deliverables and identify future actions for identified problem areas in October 2024.

During the Southwest American Water Works Association Conference, Peter met with Brian Conroy from Duke's in regard to inadequate data produced from several iTrackers in the project period. A follow-up meeting will be held in November to discuss what Duke's will do to resolve the gap in data.

Following discussion with Duke's staff, NUA produced a spreadsheet detailing the data issues with specific iTracker units. A follow-up meeting will be held with Duke's to determine how this issue may be compensated.

In a discussion regarding the meeting needs, a discrepancy between the Duke's iTracker flow out of the Ashton Grove Basin and NUA flow monitoring devices very near to the Ashton Grove Basin was discussed. The NUA flow values are to be given to Duke's for their evaluation and included in a January 2025 meeting.

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

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

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

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

This project is expected to be funded with EPA funds and a Resolution before the Norman City Council on October 8, 2024 will be presented to convert this project to be fully funded by the EPA (80% EPA, 20% City fund match required).

On October 14, 2024 Crossland Heavy repaired the leak in the blower main line, which was a base bid item. This was originally expected to be done in November, and this expedient repair has put them ahead of schedule. Crossland is currently working on removal and replacement of the first turbo blower, which may be completed in November instead of December.

As of the end of November 2024, the first turbo blower has been placed on its concrete pedestal and delays in electrical equipment has prevented finalization of the installation of the blower. Even with this delay, the project is still expected to be on schedule, with both turbo blowers installed by the end of February 2025.

As of December 2024, the project has experienced no further delays and the first turbo blower is still on pace to have its installation completed by the end of February 2025.

Engineer: Garver (Michael Nguyen)

WATER PROJECTS:

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water mater plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of \$95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Public Works will be combining the waterline work into the ODOT streetscape project. This will save money in restoration costs and allow for a shorter construction period for the entire project. Public Works is reviewing the current waterline plans before sending to engineers for revisions. Final plans, bidding, and construction dates will be determined based on the schedule for the rest of the project. ODOT has bid the project and will award contract. Work to begin in 2025 on ODOT's and Public Works' schedule.

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

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

as expected. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. A preliminary plat has been created and we are waiting on feedback for revisions before submitting the final plat in February. Staff is working with Michele Loudenback and Eight Twenty to install solar panels on top of the building. Engineers will factor this into design and ensure there are appropriate electrical hookups.

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

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

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelerator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and re-painting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. A final Technical Memo was received in June 2022 which explained the most necessary repairs needed on clarifiers 1 and 2 are structural and electrical elements. To repair these elements only, the cost would be about \$551,096. In addition, alternates were provided for additional repair/replacements that aren't as dire. Alternate 1 consists of structural and electrical repairs in addition to metal repairs and recoating. Alternate 2 consists of structural and electrical repairs in addition to replacing both clarifiers with new carbon steel tanks. Alternate 3 consists of structural and electrical repairs in addition to replacing both clarifiers with stainless steel tanks. Cost for these alternates are \$2,306,254, \$2,742,868, and \$2,887,684, respectively. Life cycle costs decrease with each alternate. In addition, repairs and recoating to clarifier 3 were included at a cost of \$502,695. WTP staff are reviewing what they would like to do moving forward based on funding and timeline. Staff has determined that clarifier 3 is in most dire need for recoating/potential metal repairs and would like this to be accomplished with funds for this project. Repairs to clarifiers 1 and 2 would be completed at a later date if funding allows. Staff met with Carollo on July 19, 2023 to discuss combining this work with other WTP projects that need to be completed.

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant

number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Line Maintenance potholed 27 locations (approximately 20%) in this neighborhood to determine if lead service line replacement will be necessary. All service lines potholed were found to be made of copper. Bids were opened on July 13, 2023 where Cimarron Construction Company was the low bidder at \$2,631,347.00. This number includes replacement of Southlake Addition waterlines as well as waterlines at 1932 E Lindsey Street that have had frequent breaks in the last fiscal year, for which Line Maintenance has had to temporarily repair. A contract with Cimarron Construction Co. was approved by City Council on August 8, 2023. A pre-construction meeting was held on August 29, 2023. All punch list items have been completed at the apartment complex. Contractors have pulled off for another project but will be back in May to start work on the Southlake addition. Contractor resumed and is now 80% complete with this project. Final completion is expected by December of this year.

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

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

In March 2020, 2021, 2022, and 2023, Phase II was delayed until the following Spring each year. Phase II was advertised on March 7, 2024 and bids were opened on March 28, 2024. Southwest Water Works (SWWW) of Oklahoma City, Oklahoma was the apparent low bidder with a base bid of \$3,250,256. City Council authorized Contract Award on April 9, 2024, and immediately after Contract Award, Notice to Proceed with shop drawings and material procurement was issued. As per Contract, Notice to Proceed with Construction was issued on May 13, 2024 (Monday after OU's Spring 2024 Graduation Weekend), and, as of August 2, 2024, all work including punchlist work, was complete ahead of the Contract Completion Date of August 4, 2024. Documentation for final acceptance, final payment and the final change order have all been prepared and signed by the contractor and engineer, and all will be submitted for City Council approval at their January 14, 2025 meeting.

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

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

During April 2022, the decision was made to defer construction on this project until at least Fiscal Year 2023/24. From that point, it was agreed that Jacobs could schedule final design work and easement acquisition at a pace intended to synchronize completion of final design, receipt of permit, and purchase of all easements with this revised construction schedule. However, Jacobs encountered issues with their chosen alignment, largely associated with a previously-identified and currently-unused OG&E easement along Robinson Avenue in front of large, adjacent properties owned

by the United States Department of Veterans Affairs and J.D. McCarty. OG&E has now given formal authorization for Norman Utilities to encroach on their easement as needed for this project so preparation of final plans and easement acquisitions can now proceed.

A meeting has been scheduled for early January 2025 between Jacobs and Norman Utilities in order to review project status and agree upon a schedule for the remaining design activities, specifically including a firm date for bid advertisement. Generally speaking, it is expected that easement and permitting activities will continue through the first quarter of 2025 with bidding and contract award projected for early in the second quarter of 2025. Construction would follow starting in late spring/early summer of 2025 and continue into early 2026. This schedule will be refined based on outcome of upcoming meeting.

Engineer: Jacobs Engineering (Arun Srinivasan)

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

In October 2021, NUA requested that Plummer Engineering furnish a scope and fee proposal to analyze the possibility of constructing a recycled water system using treated effluent from the Norman Water Reclamation Facility (WRF) to supply irrigation water to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's *2060 Strategic Water Supply Plan*. This recycled water system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer was also directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for this new non-potable water system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. In March 2023, City of Norman furnished additional requested data to Plummer to assist in finalizing their analysis, and on September 29, 2023, a draft report was submitted for City of Norman review. During the fall of 2024, there were multiple meetings and conference calls between Plummer and NUA to clarify details of report. Final conclusion was that neither the repurposing of Lindsey Tower for a future Non-Potable Recycled Water System nor returning Lindsey Tower to service as potable water storage were financially viable. As a result, the only option left to NUA was the demolition of Lindsey Tower.

The conclusions of Plummer's report were presented to City Council in the March 12, 2024 Conference Meeting. In response, City Council indicated that, because of its visibility and proximity to OU's stadium, the tower may have value to the City as a landmark with City of Norman logo (and possibly an OU logo paid for by OU). For this reason, City Council indicated that, depending on costs and possible contributions by others, they may be interested in City of Norman taking possession of Lindsey Tower and using General Funds (and other contributions) to paint just the exterior of the tank so it could serve as a landmark. After further discussion, NUA noted that, unrelated to Lindsey Water Tower, funding has been budgeted in FY 2025 for Project WA0382, Robinson Tower Resurfacing. Consequently, NUA could prepare a single bid package that would include both Robinson Tower Resurfacing and two alternates for Lindsey Tower: (1). Demolition of Lindsey Tower; and (2). Resurfacing of Exterior of Lindsey Tower (so it could serve as a landmark). By combining the work on two water towers, NUA could expect to receive the most competitive bids. After bids are received, City Council could determine, based on actual costs, if they want to proceed with funding the exterior resurfacing of Lindsey Tower from the General Fund with a contribution from NUA equal to the cost of the demolition alternative or if they will simply direct NUA to accept the demolition alternative and demolish Lindsey Tower. City

Council directed that NUA proceed with this option. Based on this direction, a contract was negotiated with Coastal Windforce, Inc. (formerly Dunham Engineering) to prepare a single set of Bidding Documents covering Robinson Tower Resurfacing and the two alternates for Lindsey Tower (Demolition or Exterior Resurfacing Only) and to perform construction administration and management services for the Work at both towers, and Engineering Contract No. K-2324-169 was approved at the May 14, 2024 City Council Meeting.

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

On May 28, 2024, City Council approved award of Contract K-2324-143 in the amount of \$816,200.00 (\$504,200.00 for the resurfacing of Robinson Tower and \$312,000.00 for the demolition of Lindsey Tower). As noted above, the awarded Contract included a requirement that demolition of Lindsey Tower be deferred a minimum of 6 months with the understanding that, at the end of that time, City of Norman will decide to either proceed with the demolition or delete that work in its entirety from the Contract. In late November 2024, a final determination was made to pursue options to resurface Lindsey Tower. As a result, a change order is being prepared to delete this work from G&L's contract, and it should be submitted for City Council in January 2025.

At Robinson Tower during the month of December 2024, G&L completed the top coat on all remaining interior surfaces of the tower. On the exterior, G&L completed sandblasting and applying primer to all remaining surfaces, and then installed the intermediate coating on all surfaces. Weather permitting, G&L should complete exterior top coat and apply the logo during the first half of January. Final acceptance is projected to follow in February 2025.

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

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and the customer, customers will be able to be notified of leaks and better understand how water is used at their property. This will also help with water conservation efforts and billing resolutions. In addition to water metering improvements, the system and technology will also be leveraged to the maximum extent possible for monitoring the water system and other City needs. The consultant has completed the assessment phase of the project. The procurement phase, specifically the generation of the Request for Proposal, began in November. In May 2022, the Bureau of Reclamation notified staff that the City was awarded a \$500,000 grant under the Watersmart program or a \$2,000,000 grant under the Bipartisan Infrastructure Law program. Upon direction from City Council, staff is moving forward with this project to fully implement the project. Request for Proposal (RFP) 2223-13 was issued on August 25, 2022. Proposals were received. Three vendors were short-listed and interviews were completed November 15-17, 2022. The top-ranked vendor was selected and contract negotiations are underway. A waiver from the BOR was received and the project is now moving forward with contracts awarded on April 9, 2024. The formal implementation kickoff was held in June. Radio network is installed and meters are communicating and reading on the system. Integration work for software is ongoing. The initial deployment area is complete but work is still ongoing to allow for testing of systems and integrations. Meter replacement rate has slowed for the holidays and winter weather but will ramp back up as temperatures and weather improve. Approximately 3,700 meters have been upgraded to-date.

Consultant: E Source (Alyssa Pourciau)

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

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

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

The alignment survey was completed in September 2024, and the 30% plans are currently in development. The survey yielded no unexpected findings.

In October 2024, Peter was informed that the Plummer engineers on the project, Alan Swartz and Tayler Kent, were leaving Plummer. A follow-up meeting was held to discuss the status of the project, and Robert Weinert, the engineer replacing Alan Swartz as the lead was introduced. Robert is a seasoned engineer and has worked on large projects for NUA in the past (Robinson Phase I and II WL Replacement).

A technical memorandum is expected in late November, with the 30% plans pushed back to early December.

The technical memorandum was received at the end of November and is being reviewed by NUA staff. 30% plans have been pushed back to January due to staffing changes at Plummer.

Engineer: Plummer (*Robert Weinert*)

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

Plans were received on Monday October 7, 2024 and are currently under review by Norman Utilities Staff.

Staff has completed review of plans and bid documents are being prepared while Parkhill addresses NUA comments on the design.

From a 12-5-24 update email, NUA expects to receive the completed plans by January 1, 2025.

The Parkhill engineer on this project has moved to a different company and a meeting with the new project manager at Parkhill will take place in January 2025. As the initial plans were already received by NUA and returned to Parkhill with NUA comments to address, the final plans are expected to come in January or February 2025. NUA staff will meet with the new project manager in January to determine how close Parkhill is to tendering final plans.

Engineer: Parkhill (*Sean Price*)

Lead Service Line Inventory and Replacement (WA0384): The recent Lead and Copper Rule Revision will require new measures for utilities to comply with the rule. Specifically included within this proposed funding are 1) Inventory of approximately 5,000 service lines, 2) Distribution of pitchers to 20,000 locations, and 3) testing of 20,000 locations resulting from any disturbance. Costs for the inventory continue until completed. Reduced costs for the pitchers and testing are proposed in later years since the Advanced Water Metering project will be completed. Line Maintenance has continued to complete service line inventories and, based on the results of the surveys and discussions with the ODEQ, the estimated number of unknowns was reduced to approximately 4,500 services. The final inventory was submitted to the DEQ on October 16, 2024. Service line verification was completed for Norman schools and is currently ongoing for locations recommended by Voda.AI.

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

SANITATION CAPITAL PROJECTS:

SA0025 – Sanitation Cost-of-Service Study: This study will complete a financial evaluation of the Sanitation Fund. Raftelis, who has performed several financial studies for the Utilities Department, was selected to complete this work. Under this contract, Raftelis will evaluate the overall financial condition of the Sanitation fund amidst increasing costs. In summary, this study will develop a financial plan based on historical revenues and anticipated operating and capital expenditures, assess costs for service for various customer classes and services provided to sanitation customers, evaluate the current rate structure and prepare recommended modifications or increases to eliminate customer class subsidies and/or meet requirements for the financial plan; and present information to City Council. Contract was awarded by City Council on January 23, 2024. Proposal for disposal and recycling commodities were received this June which will impact the cost-of-service study. This new information, along with historical financials and volumes for disposal and recycling will be used to complete this study. Staff are compiling information through FYE2024 to provide the most accurate data to the consultant along with the most recent recycling information. Staff expects preliminary results in January 2025.

Compost Facility Scale House (SA0019):

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

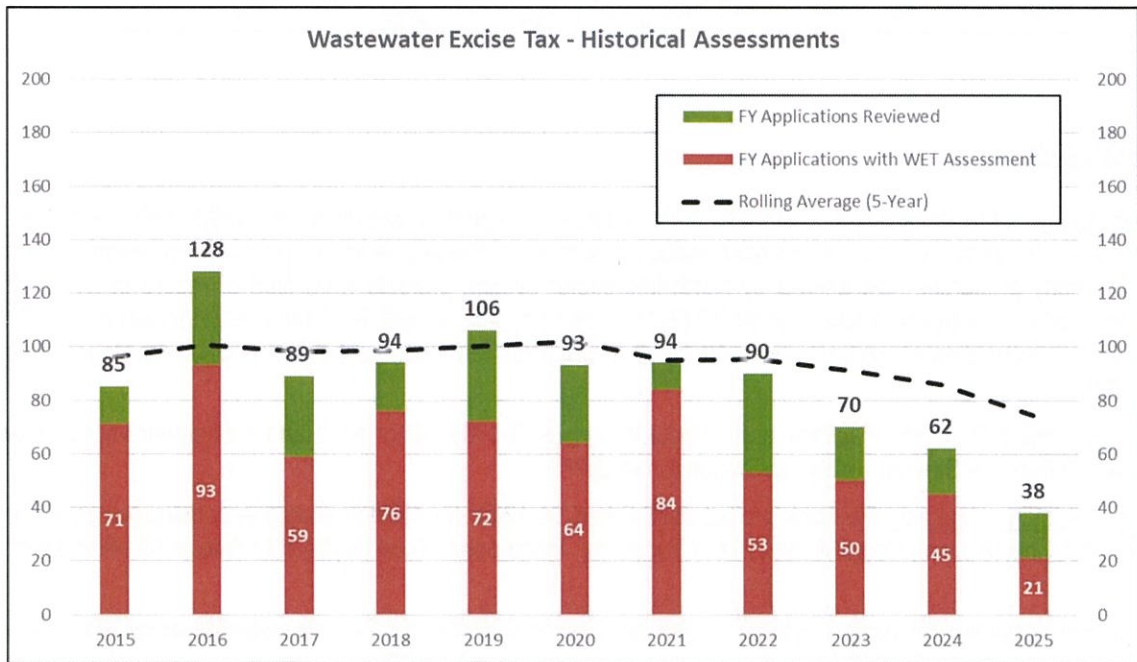
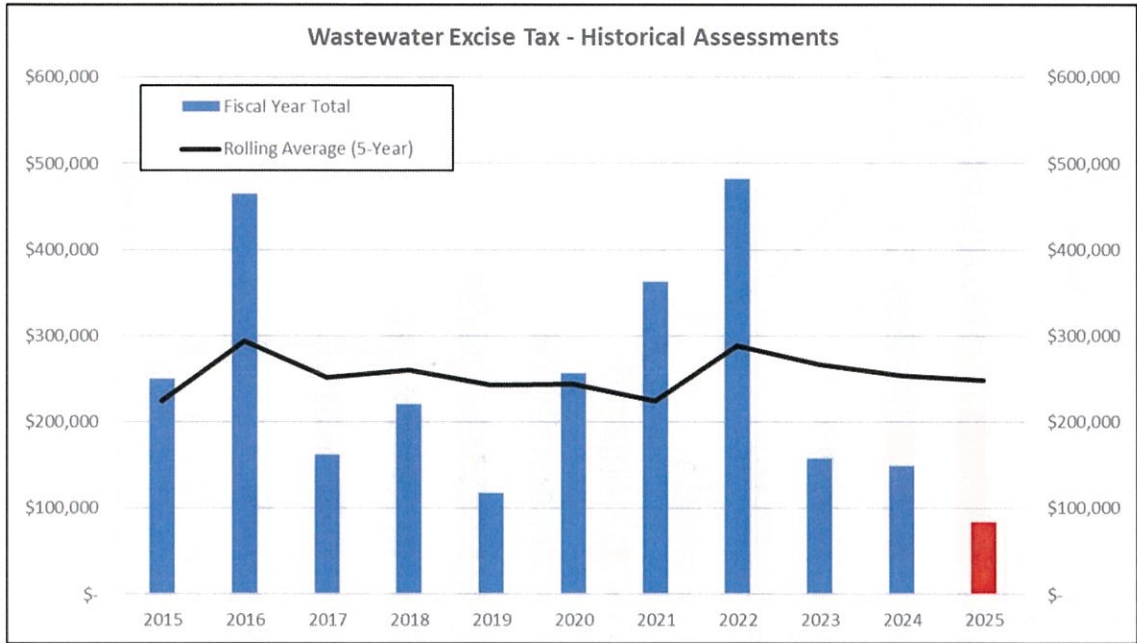
A discussion with Tricore took place on October 2, 2024 and they requested for Norman Utilities Staff to begin compiling bid documents. Bid documents are expected to be completed in November with the bidding process beginning in December. This project doesn't have the same priority as projects with federal or state funding window constraints such as the WRF Aeration Blowers and Biosolids CEC project, or projects that will have a greater impact on Norman residents such as the Danfield WL Replacement and SMP-18, which have all required significant input from the NUA in the period originally designated for producing the bid documents in October.

This project is expected to go out for bid in January or early February 2025. A request was made for Tricore to tender plans to Development Services for review while the bidding documents are finalized and the bidding process begins.

Engineer: TriCore Group, LLC (Greg Vance)

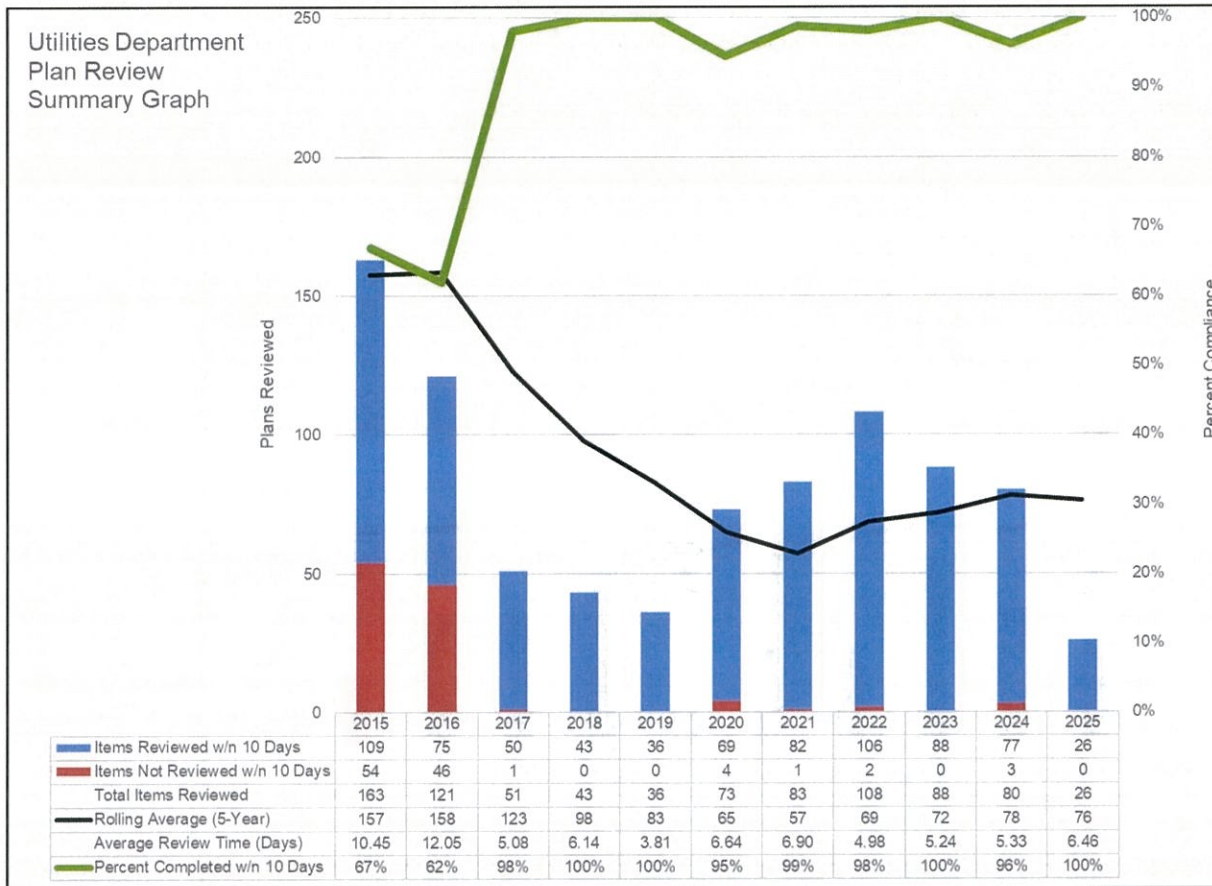
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on five commercial entities last month. Three applications were determined to increase wastewater flows over \$83,845.74 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed (current through date of report preparation).



PLAN REVIEW:

Two plan sets were reviewed this past month. Staff has reviewed 26 plans for the current fiscal year with an average review time of 6.46 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

1 water well permit (PRWL202405742) was issued for the month of December.

**DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY DECEMBER
2024 SUMMARY**

	MONTHLY	YEAR-TO-DATE
STORMWATER CONSTRUCTION SW		
INSPECTIONS	94	504
ACTIVE SITES	80	483
CITATIONS	0	0
NOVS	0	0
CDOS	0	0
SWOS	0	0
ECPS	2	16

STORMWATER MS4 OPERATIONS		
ACTION CENTER	2	14
PWSTORMWATER	0	5
CALLS	1	44
OTHER	2	52
TOTAL INQUIRIES	5	101
OUTFALL INSPECTIONS	15	15
MCM 5 INSPECTIONS	9	122
MCM 6/P2 INSPECTIONS	0	13

PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM		
FOG INSPECTIONS	15	126
FOOD LICENSE APPROVAL	2	19
SIU INSPECTIONS	0	9
SIU SITES SAMPLED	0	17
TABLE II MONITORING (%)	0	100
TABLE III MONITORING (%)	0	100

HOUSEHOLD HAZARDOUS WASTE		
HHWF: CARS SERVED	40	384
SWAP SHOP VISITS	3	32
OIL DISPOSED	3535	30072
ANTIFREEZE DISPOSED	0	2745
TIRES DISPOSED	15750	77175
HHW MATERIAL COLLECTED	2827	22481.5
E-WASTE: CARS SERVED	0	370
E-WASTE COLLECTED	0	20089
TOTAL CARS SERVED	40	778
TOTAL MATERIAL COLLECTED	2827	44658.5

REVENUE		
FOG PROGRAM	\$ 6,600.00	\$ 7,700.00
SURCHARGE	\$ 14,876.06	\$ 69,066.69
LAB ANALYSIS RECOVERY	\$ -	\$ -
INDUSTRIAL DISCAHRGE PERMIT	\$ -	\$ 36,554.52
TOTAL	\$ 21,476.06	\$ 89,315.34

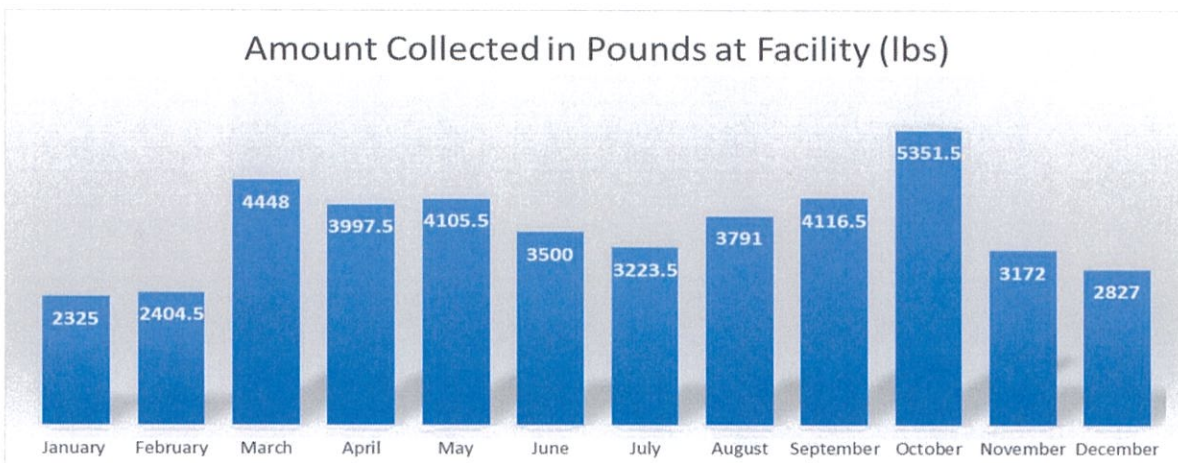
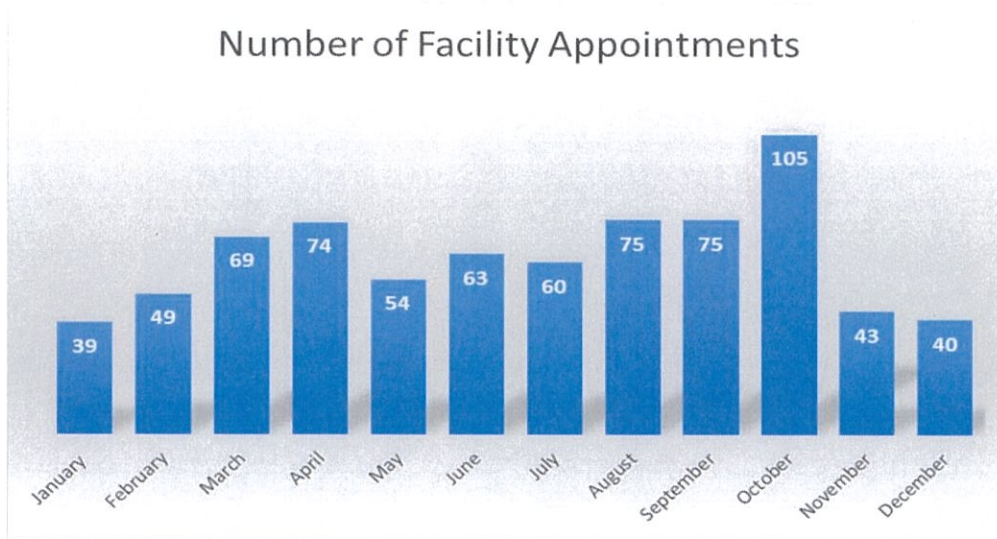
ACTIVITIES
<i>ECAB</i>
Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
Facilitated Yard by Yard, Composting and Recycling Education Information
Continued work on meeting about US MCPA.
Working on short form videos with high schools
<i>DoERS</i>
Active participation and facilitation of the AIM Stormwater Committee.
Active participation on COSWA, OCASA, LTWA, OKRA and IPC - R6 Boards.
On December 9, 2024, Loudenback participated in the Oklahoma Non-point source working group meeting.
On December 10 and 11, 2024, Loudenback attended Open Houses for AIM.
On December 12, DoERS members sampled Dave Blue Creek as part of Blue Thumb.
On December 13, 2024, DEQ performed a Screening Evaluation of our MS4 program.
On December 14, Loudenback, Chao, Gates and Boteler facilitated a vermicompost workshop with OCASA and Choctaw Nation Foster Care.
On December 17, Earth Day Festival Planning was kicked off.
On December 19, Rachel Camp and Loudenback held a meeting with 820 representatives about adding solar to GWT.
On December 20, Loudenback participated in the SW-AWWA Tech Committee debrief.
On December 31, Gates hand delivered the Industrial Pretreatment Program Annual Report.

Upcoming Events:

- 14-Jan Study Session on ABW - Opportunity
- 25-Feb Study Session on AIM Stormwater
- 27-Apr Earth Day Festival

Upcoming Projects:

- Green Business Recognition Program
- NPS Working Group meetings with OCC
- Panel installation on HHWF
- Weatherization/Efficiency Revolving Loan/Grants
- Litter Crew - A Better Way



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2025		FYE 2024	
December 2024	MONTH	YTD	MONTH	YTD
New Meter Sets:	37	197	31	158
Number Short Sets	37	183	31	154
Number Long Sets	0	14	0	4
Average Meter Set Time	6.89	5.85	6.19	6.28
Number of Work Orders:				
Service Calls	509	2,772	420	2,164
Meter Resets	0	2	1	3
Meter Removals	3	20	8	6
Meter Changes	45	302	41	213
Locates Completed	463	2,861	320	2,035
Number of Water Main Breaks	15	80	15	67
Average Time Water Off	1.61	1.46	1.17	1.69
Number of Water Leaks	33	279	52	261
Fire Hydrants:				
New	0	1	0	0
Replaced	0	5	0	4
Maintained	46	269	29	350
Number of Valves Exercised	82	549	49	551
Feet of Main Construction	0	0	0	500
Hours of Main Construction	0	0	0	1,631
Meter Changeovers	0	0	0	5
OJI's	0	0	0	0
Hours Flushing/Testing New Mains	11.00	73	3	131
Hours Worked Outside of Division	0.00	0.00	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2025		FYE 2024	
December 2024	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	7	1	8
Property Owner Responsibility	16	82	26	86
TOTAL	17	89	27	94
Number of Feet of Sewer Cleaned:				
Cleaned	129,975	522,936	70,040	490,832
Rodded	3,214	14,144	1,680	15,165
Foamed	0	60,484	0	68,206
SL-RAT	0	2,825	0	0
TOTAL	133,189	600,389	71,720	574,203
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	1	0	1
Obstruction	0	1	0	0
Private	0	0	0	7
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	2	0	8
Feet of Sewer Lines Televised	38,983	200,715	26,058	113,070
Locates Completed	238	1,429	291	1,573
Manholes:				
Inspected	1,130	6,339	921	6,185
New	0	0	0	0
Raised	4	12	2	5
Repaired	3	11	2	8
Feet of Sewer Lines Replaced/Repaired	3.00	4.00	0	46
Hours Worked at Lift Station	67.87	252.05	33	196
Hours Worked for Other Departments	2.03	37.77	7.73	18.76
OJI's	0	1	0	0
Square Feet of Concrete	0	0	0	0
Average Response Time (Minutes)	24.00	21.76	23.00	28.23
Number of Claims	1.00	0.00	0.00	1.00

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
December 1-31, 2024
Flow Statistics

	FYE 2025		FYE 2024	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	308.6	2010.0	315.0	2018.1
Total Effluent Flow (M.G.)	297.3	1936.1	294.2	1869.7
Influent Peak Flow (MGD)	11.5	25.0	15.1	28.3
Effluent Peak Flow (MGD)	11.3	24.2	15.0	27.7
Daily Avg. Influent Flow (MGD)	10.0	11.0	10.2	11.0
Daily Avg. Effluent Flow (MGD)	9.6	10.6	9.5	10.1
Precipitation (inches)	4.0	46.7	5.6	23.3

Discharge Monitoring Report Stats

	EPA minimum percentage removal 85%	
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	151	218
Effluent Carbonaceous Total	2	3
Percent Removal	98.7	98.6
Total Suspended Solids:		
Influent (mg/L)	195	253
Effluent (mg/L)	7	8
Percent Removal	96.4	96.8
Dissolved Oxygen:		
Influent (min)	0.6	0.8
Effluent (min)	7.0	6.1
pH		
Influent (Low)	6.8	6.8
(High)	7.1	7.5
Effluent (Low)	6.8	7.0
(High)	7.1	7.3
Ammonia Nitrogen		
Influent (mg/L)	30.5	32.1
Effluent (mg/L)	0.3	0.3
Percent Removal	99.0	99.1

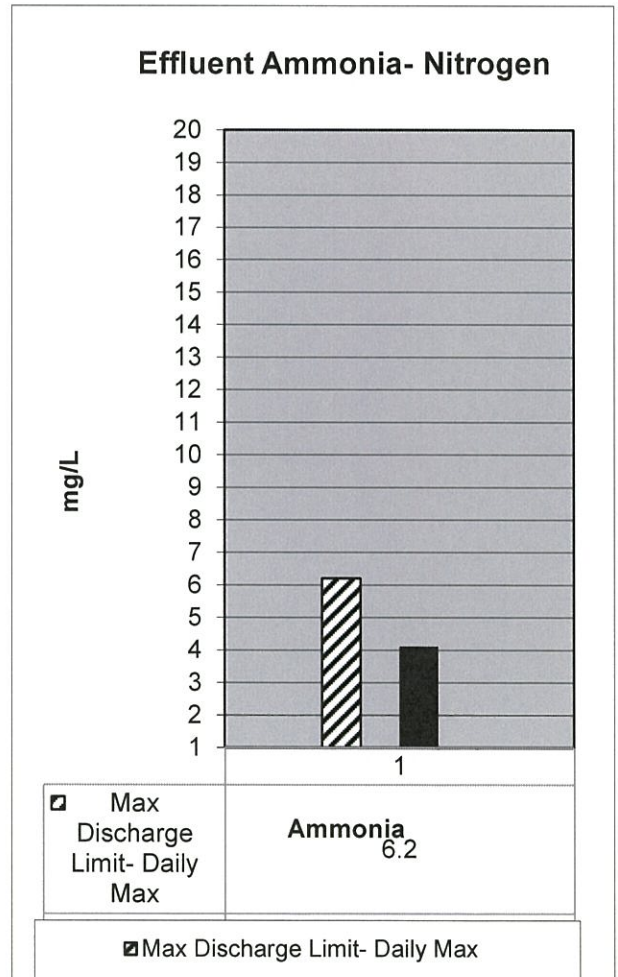
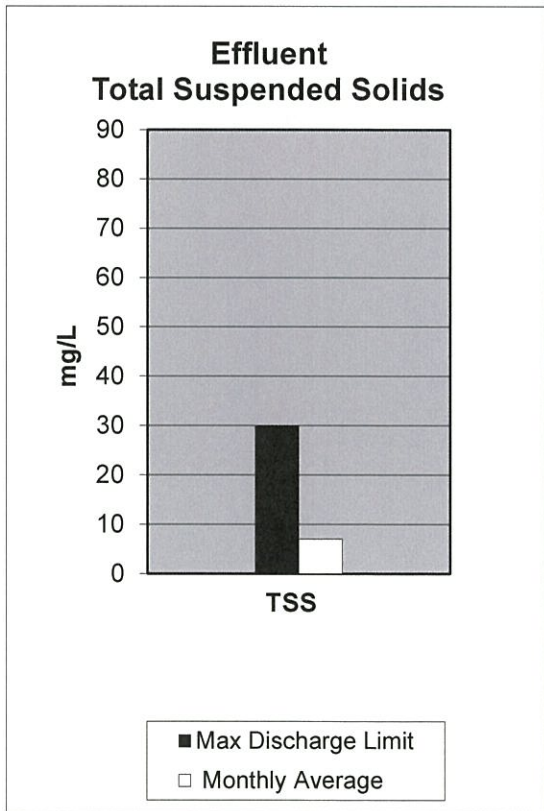
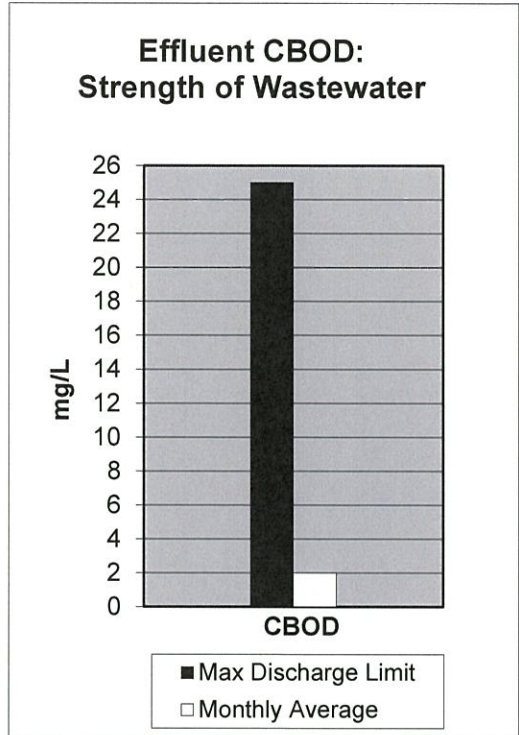
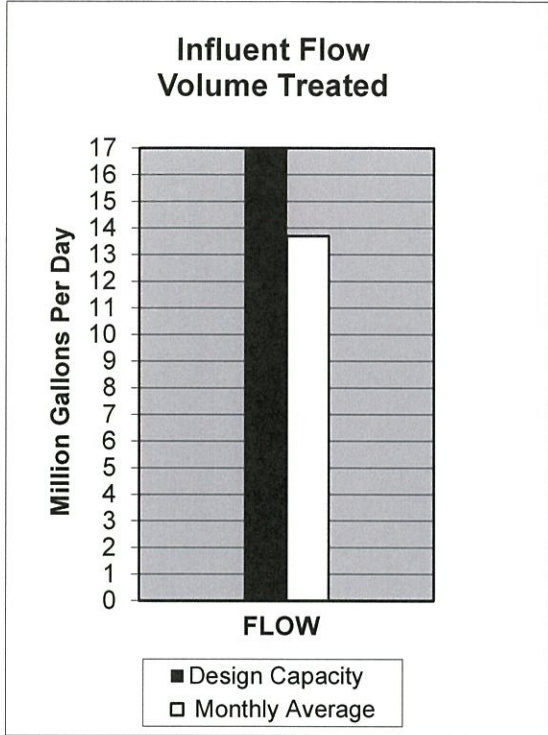
Utilities

Electrical				
Total kWh Used (Plant wide)	553,600	2,924,160	481,260	2,532,500
Aeration Blowers	131,300	775,300	121,100	727,900
UV Facility	58,800	489,400	52,200	403,200
Natural Gas				
Total cubic feet/day (plant wide)	624,000	1,970,000	446,000	1,323,000
Public Education (Tours)	0	0	1	17
Total Attendees for FYE 24	141		45	

OU Golf Course 2.0 77.5 0.5 7505.0

E.coli geometric mean average for December 2024 27 MPN (Limit is 630)

**CITY OF NORMAN
WATER RECLAMATION FACILITY
December 2024**



Comments here

Max Discharge Limit- Daily Max

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

WATER TREATMENT DIVISION

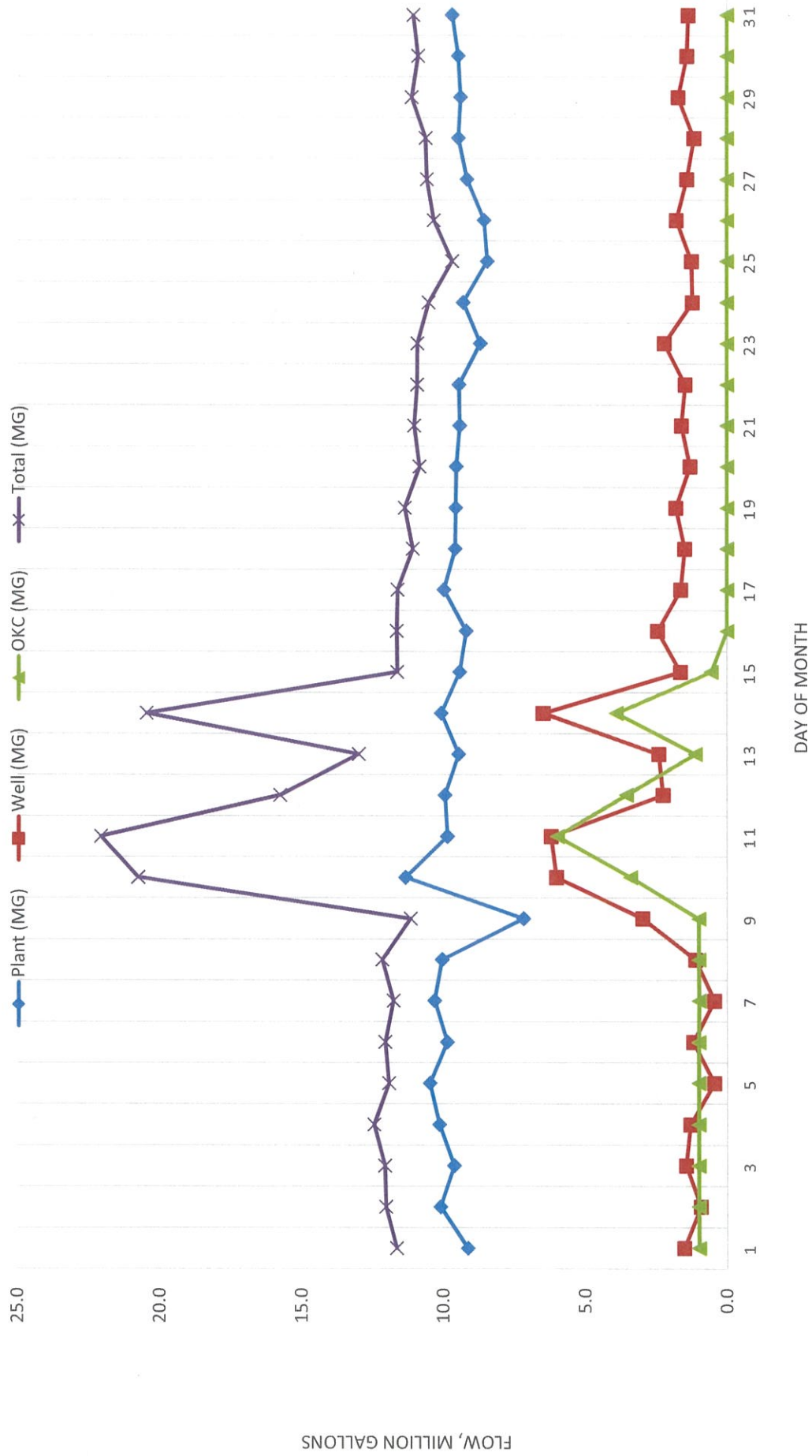
MONTH: December-2024

	<u>FYE 2025</u>		<u>FYE 2024</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	295.95	2232.54	163.38	1991.22
Well Production (MG)	61.80	607.86	154.94	798.23
Oklahoma City Water Used (MG)	27.54	178.26	30.99	183.15
Total Water Produced (MG)	385.29	3018.67	349.31	2972.59
Average Daily Production	12.43	16.41	11.27	16.16
Peak Day Demand				
Million Gallons	12.45	23.15	12.48	23.32
Date	12/4/2024	8/6/2024	12/4/2023	9/4/2023
System Capacity (see note 1)	30.34	30.34	25.78	25.78
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: 2024- system capacity updated to reflect actual firm capacity from all sources				
Costs				
Plant	\$694,606.17	\$4,219,370.12	\$616,361.23	\$4,065,361.13
Wells	\$238,929.28	\$1,475,294.02	\$237,267.96	\$1,519,991.26
OKC	\$89,282.94	\$581,305.26	\$86,532.19	\$567,291.22
Total	\$1,022,818.39	\$6,275,969.40	\$940,161.38	\$6,152,643.61
Cost per Million Gallons				
Plant	\$2,347.07	\$1,889.94	\$3,772.61	\$2,041.64
Wells	\$3,865.92	\$2,427.02	\$1,531.33	\$1,904.21
OKC	\$3,241.58	\$3,261.00	\$2,791.90	\$3,097.41
Total	\$2,654.65	\$2,079.05	\$2,691.45	\$2,069.79
Water Quality				
Bacterial Samples in Compliance	100	601	100	608
Bacterial Samples out of Compliance	0	2	0	2
Total number of inquiries (Note 2)	0	9	2	13
Total number of complaints (Note 2)	4	18	6	37
Number of complaints per 1000 service connections	0.09	0.42	0.15	0.90
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	0	0	5
Public Education				
Number of tours conducted	1	10	2	8
Number of people on tours	8	124	11	136

Notes:

Contractor cleaned and repaired bottom of Lagoon 4.
Contractor repaired leaking pipe perforation in 1 MGD Clearwell and staff disinfected.
Wells 38 and 63 replaced pump and motor.

WATER PRODUCTION FOR DECEMBER 2024



MONTHLY TRANSFER STATION REPORT
December 2024

	TONS PER MONTH	REVENUE PER MONTH
O.U.	231.18	\$13,128.69
STANDARD GATE	1,122.75	\$134,213.64
RESIDENTIAL	231.02	\$13,748.60
TOTALS:	1,584.95	\$161,090.93

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	436.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8382.14
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
TOTAL LOADS BROUGHT TO LANDFILLS:	436.00
GRAND TOTAL TONS TO LANDFILLS	8,382.14
DISPOSAL COST PER TON (OKC)	\$21.75
TIPPING FEE'S FOR DUMPING AT OKC:	\$182,311.55
GRAND TOTAL TIPPING FEE'S	\$182,311.55
# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	670.00
# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4001.10
# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	437.00
# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	2760.83
TOTAL LOADS BROUGHT TO TRANSFER STATION:	1107.00
TOTAL TONS BROUGHT TO TRANSFER STATION:	6761.93
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	158.96
TOTAL TONS RECEIVED AT TRANSFER STATION	1281.71

SANITATION DIVISION PROGRESS REPORT

SUMMARY FYE 2025

	FYE 24		FYE 25	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	14	2	11
<u>On The Job Injuries</u>	0	2	1	3
<u>Bulk Pickups</u>	37	122	50	350
<u>Refuse Complaints</u>	135	348	120	688
<u>New Polycarts Requests</u>	49	302	39	296
<u>Polycarts Exchanges</u>	4	68	0	25
<u>Additional Polycart Requests</u>	62	331	59	416
<u>Replaced Stolen Polycarts</u>	33	119	31	184
<u>Replaced Damaged Polycarts</u>	34	610	50	410
<u>Polycarts Repaired</u>	24	258	23	194

Drop Center Report December 2024

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LINDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,150.00	\$0.00	0	0	0%	\$21.75	227.82	\$4,955.09
PLASTICS:	\$0.00	\$0.00						
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$25.00	\$0.00						
CARDBOARD:	\$70.00	\$0.00						

RECYCLING CENTER DATA:	#9	Westwood		Hollywood		Transfer		Total Tons	PRO/FEE	Revenues	Net
		TONS	TONS	TONS	TONS	TONS	TONS				
ALUMINUM:	0.08	0.02	0.1	0.1	0	0	0.2	\$0.00	\$230.00	\$230.00	
PLASTICS:	1.66	0.32	2.03	0	0	0	4.01	\$0.00	\$0.00	\$0.00	
STEEL CANS:	0.08	0.02	0.1	0	0	0	0.2	\$0.00	\$0.00	\$0.00	
MIXED OFFICE PAPER:	6.39	4.58	7.08	3.56	21.61	21.61	47.78	\$0.00	\$540.25	\$540.25	
CARDBOARD:	15.09	8.73	22.77	1.19	47.78	47.78	73.8	\$0.00	\$3,344.60	\$3,344.60	
RECYCLING CENTER TOTALS:	23.3	13.67	32.08	4.75	73.8	73.8		\$0.00	\$4,114.85	\$4,114.85	

Commercial Cardboard Containers	TONS	Compactors		Wood		Glass		Metal		
		Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	
TONS	25.28	\$1,769.60	27.58	\$1,930.60	0	\$0.00	24.15	\$0.00	0	
Expenses									Cost	\$0.00
									Profit	\$0.00

Expenses Average hrly+ benefits \$26.78

Hours	Cardboard		MXD Office		Total
	Cardboard	Occ Compact	Cardboard	MXD Office	
Labor \$	\$535.60	\$2,919.02	\$267.80	\$856.96	\$4,579.38
Vehicle cost	\$1,545.40	\$3,047.75	\$772.70	\$2,472.64	\$7,838.49
Customer Revenue					\$12,377.80

Total All Recycle and Cardboard	Revenues	Expenses	Net
TONS	150.81	\$7,815.05	\$7,774.98
Total Recycle Only	TONS	50.17	\$770.25
Total Cardboard	TONS	100.64	\$7,044.80

Revenue	Income	Expense	Net
	\$20,192.85	\$12,417.87	\$ 7,774.98