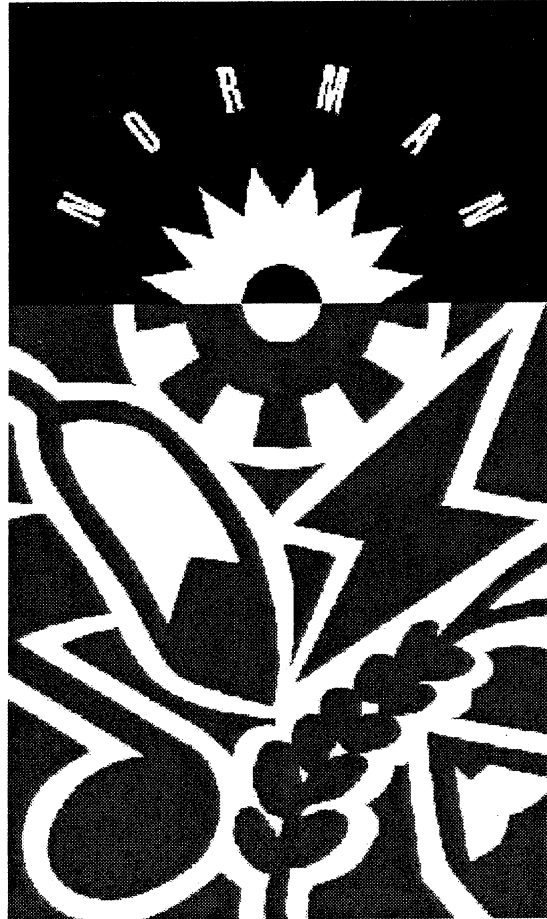


City of Norman



Monthly Departmental Report

December 2021

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK**MONTHLY PROGRESS REPORT**
December 2021

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	3	25	0	13
Bus Service	0	3	0	0
CDBG	13	52	2	9
City Clerk	34	416	1	56
City Manager/Mayor	5	34	5	21
City Wide Garage Sale	0	205	0	6
Code Enforcement	28	240	4	27
Finance	4	104	0	3
Fire/Civil Defense	1	11	0	1
Human Resources	3	17	0	0
I.T.	9	41	0	0
Legal	5	28	1	5
Line Maintenance	12	77	0	7
Municipal Court	5	26	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	13	99	3	13
Permits/Inspections	26	193	0	14
Planning	13	85	1	2
Police/Parking	15	117	5	66
Public Works	2	73	2	9
Recycling	0	0	0	0
Sanitation	29	217	2	16
Sidewalks	0	5	0	2
Storm Debris	0	0	0	0
Storm Water	6	45	2	11
Streets	27	117	1	11
Street Lights	0	40	0	0
Traffic	12	90	0	4
Utilities	38	142	2	13
WC Questions	0	0	0	0
WC Violations	0	0	0	0
December Total: 334	303	2502	31	311

LICENSES

Eleven New licenses and Zero 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	6
Brewer	0	0	Retail Spirits Store	0	1
Coin-Operated Devices	0	1	Retail Wine	0	6
Distiller	0	0	Salvage Yard	0	0
Food	2	26	Sidewalk Dining	0	0
Game Machines	8	8	Solicitor/Peddler (30 day)	0	7
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	12
Kennel	0	0	Solicitor/Peddler (one day)	0	2
Medical Marijuana Dispensary	0	9	Special Event	0	3
Medical Marijuana Grower	1	18	Strong Beer & Wine/Winemaker	0	1
Medical Marijuana Processor	0	4	Taxi/Motorbus/Limousine	0	3
Medical Marijuana Testing Laboratory	0	0		0	0
Mixed Beverage	0	1	Temp Food (one day)	0	8
Mixed Beverage/Caterer	0	5	Temp Food (30 day)	0	10
Pawnbroker	0	0	Temp Food (180 day)	0	11
Pedicab	0	0	Transient Amusement	0	0
YTD License Total: 142	11	72		0	70

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
HeyDay Entertainment (Games)	3201 Market Place	Game Machines/Pool tables (8)
Marco's Pizza 5247	2620 Classen Blvd Suite 102	Food Service
Rock Creek Cultivation	2605 72 nd Ave NE	Medical Marijuana Grower
Wendy's	3251 Classen Blvd.	Food Service

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
12/07/21	State Farm Mutual Automobile Insurance Co./ A/S/O Jim Andrew	State Farm insured alleges that a City employee pulled up to the gate at Boulevard De Lac in Norman and was struggling to get in. Insured drove up to the right of the City vehicle to help. City employee then drove forward slightly to the right allegedly striking the insured's vehicle, causing damage to the front driver's side.	\$2,793.00
12/09/21	Noah Royse	Mr. Royse adopted a pet from the Norman Animal Welfare Center on September 2, 2021. Mr. Royse alleges he was not informed that the pet was neutered the day before, nor was he given any post-op instructions. Claimant took the pet to Sooner Veterinary Hospital on September 8, 2021, After finding blood in the feces of said pet. The Veterinarian at Sooner Veterinary Hospital allegedly found three ruptured abscesses, caused from the "worst neuter job	\$173.84

		they had ever seen". Mr. Royse is requesting a refund of adoption & neutering fees as well as the Veterinary bill for post-op care due to the alleged poor neutering practices performed at the Norman Animal Welfare Center.	
12/29/21	Carroline Webb/ Laird Hammons Laird Trail Lawyers	Alleges that a Norman Police Officer caused a collision with her automobile on July 22, 2021. She alleges this caused her bodily injury that resulted in medical bills of \$973.00 and auto repair of \$3601.08. She is demanding \$9000.00 from the City of Norman in return, Ms. Webb would agree to waive any further action relating to this incident against the City of Norman.	\$9,000.00
12/30/21	OG&E	Alleged damage to OGE property on February 12, 2021. City of Norman was doing water work and damaged an OG&E cable in the area of Monnett Ave. and E. Duffy Ave.	\$1,217.13

STUDY SESSION

On December 7, 2021, City Council met in Study Session for discussion regarding an election for a water rate increase.

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

On December 2, 2021, the Business and Community Affairs Committee met and discussed neighborhood commercial and accessory commercial units in neighborhoods.

COMMUNITY PLANNING & TRANSPORTATION COMMITTEE

On December 30, 2021, the Community Planning & Transportation Committee met for Public Transit update. Discussion regarding Campus Corner Parking and Commercial loading zones, the presentation of the 2021 Americans with Disabilities Act transit transition plan. Discussion regarding loud music subwoofers in residential areas.

OVERSIGHT COMMITTEE

On December 9, 2021, the Oversight Committee met for discussion regarding the Center City Form based code ordinance and reestablishment of the Center City Form based code AD HOC Committee. Discussed the potential purchase of a van for the proposed Mobile Crisis Response Unit and staff report on Homeless activity.

CITY MANAGER

2

NORMAN FORWARD 2A



Memorandum

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

From: Randy Hill, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 01.18.2022

Re: December 2021 Monthly Report

REPORT PERIOD: December 3 through December 31, 2021

WORK THIS MONTH

1. Wednesday, December 1, 2021 | 9:30 a.m. | North Base Complex Bi-Monthly Update Call
 - a. Discussion of project schedule, budgets, and critical issues
2. Wednesday, December 1, 2021 | 10:00 a.m. | Norman Development Center - OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
3. Thursday, December 2, 2021 | 10:00 a.m. | Ruby Grant Park Phase 1 - Warranty Walk
 - a. Walk to verify any warranty work required
4. Thursday, December 2, 2021 | 1:00 p.m. | Indoor Aquatic and Multi-Sport Weekly Programming Meeting
 - a. Discussion of programming issues on the Indoor Aquatic and Multi-Sport Project
5. Thursday, December 2, 2021 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
 - a. Discussion of programming issues on the Senior Wellness Center Project
6. Friday, December 3, 2021 | 8:30 p.m. | Pref for Griffin CMAR Interviews and Deliberations
 - a. Discussion of interview standards
7. Friday, December 3, 2021 | 1:00 p.m. | Griffin CMAR Interviews and Deliberations
 - a. CMAR Interviews
8. Monday, December 6, 2021 | 11:00 a.m. | YFAC – Monthly Updates
 - a. Monthly discussion of project schedules, budgets, and critical issues
9. Tuesday, December 7, 2021 | 2:00 p.m. | Bid Opening - Norman Senior Wellness Center
 - a. Bid opening for GMP #1
10. Tuesday, December 7, 2021 | 3:30 p.m. | CFOB Meeting
 - a. Update CFOB committee, presented graphic report
11. Wednesday, December 8, 2021 | 10:45 a.m. | Development Center Updates
 - a. Discussion of project schedule, budgets, and critical issues
12. Thursday, December 9, 2021 | 8:00 a.m. | Norman ECOC Kick-Off Meeting
 - a. Introductions of architect, program manager and CMAR
13. Tuesday, December 9, 2021 | 10:00 a.m. | YFAC – Review Meeting
 - a. Discussions with developer
14. Tuesday, December 9, 2021 | 10:00 a.m. | Norman Development Center - OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
15. Thursday, December 9, 2021 | 1:00 p.m. YFAC OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues

16. Thursday, December 9, 2021 | 3:30 p.m. | ECOC: CMAR Proposal Review
 - a. Review and discuss proposals recieved
17. Friday, December 10, 2021 | 9:00 a.m. | Reaves OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
18. Monday, December 13, 2021 | 10:30 a.m. | Norman Forward Weekly Staff-ADG Coordination
 - a. Weekly discussion of project schedules, budgets, and critical issues
19. Monday, December 13, 2021 | 1:00 p.m. | NNB - Completion Discussion
 - a. Discussion of completion timeline
20. Tuesday, December 14, 2021 | 10:00 a.m. | YFAC - ADG/FSB Coordination
 - a. Meeting with FSB to facilitate coordination of contract documents
21. Wednesday, December 15, 2021 | 9:30 a.m. | North Base Maintenance Complex Update Call
 - a. Weekly discussion of project schedule, budgets, and critical issues
22. Thursday, December 16, 2021 | 1:00 p.m. | YFAC Programming
 - a. Discussion of programming issues on the YFAC Project
23. Thursday, December 16, 2021 | 2:30 p.m. | Senior Wellness Center Bi-Weekly Programming Meeting
 - a. Discussion of programming issues on the Senior Wellness Center Project
24. Thursday, December 16, 2021 | 3:30 p.m. | ECOC CMAR Interview Prep
 - a. Pre-Interview meeting to prepare questions
25. Thursday, December 16, 2021 | 4:00 p.m. | NF Griffin Park Ad Hoc Meeting
 - a. Presentation to Ad-Hoc current progress on the project
26. Friday, December 17, 2021 | 9:00 a.m. | ECOC CMAR Interview: Crossland Construction
 - a. Interview with Crossland Construction
27. Friday, December 17, 2021 | 10:30 a.m. | ECOC CMAR Interview: GE Johnson
 - a. Interview with GE Johnson
28. Monday, December 20, 2021 | 10:30 a.m. | Norman Forward Weekly Staff-ADG Coordination
 - a. Weekly discussion of project schedules, budgets, and critical issues
29. Tuesday, December 21, 2021 | 10:00 a.m. | FSB/ADG YFAC Coordination
 - a. Meeting with FSB to facilitate coordination of contract documents
30. Tuesday, December 21, 2021 | 1:00 p.m. | NNB - Exterior Building Punch Walk
 - a. Punchlist walk
31. Wednesday, December 22, 2021 | 10:00 a.m. | Norman Development Center OAC
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues

Construction Observation Site Visits:

- a. Municipal Complex, Development Center: 8
- b. North Base: 10
- c. Young Family Athletic Center: 6

WORK ANTICIPATED THE UPCOMING MONTH (January 2022)

- Griffin Park Ph. 5
 - Out for bid
- Central Library
 - Contractor working on open warranty items and leaks.
- Reaves Park
 - Construction in progress
- Ruby Grant Park
 - Close out final completion
- North Base Complex
 - On-site interviews for Davis Bacon compliance
 - Proceed to Substantial Completion
- Indoor Aquatic and Multi-Sport Facility
 - Bid GMP #3
 - Recurring weekly OAC meetings
- Senior Wellness Center
 - Bid GMP #2
 - Recurring bi-weekly programming meetings underway
- Municipal Complex
 - Development Center: Construction underway
 - Municipal Courts: CD's underway
 - Building 201: Phase 1 & 2 complete; construction underway
 - FF&E inventory, selection and layout underway
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Warranty work in progress
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - a. Schedule: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
 - c. In operation
- Griffin Park
 - a. Schedule: Phase V upcoming
 - b. Budget: Within budget
 - a. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: Construction Schedule updated
 - b. Budget: Within budget
 - c. Issues: No known issues

- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation: Court paint warranty extended another 12 months from 9.22.2021
- Ruby Grant
 - a. Schedule: Complete
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: CDs in progress,
 - b. Budget: Design Development estimate in progress
 - c. Issues: No known issues
- Senior Wellness Center
 - a. Schedule: Design development VE process ongoing
 - b. Budget: Budget alignment in progress
 - c. Issues: NRHS Porter Campus Master Plan
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated December 30, 2019
 - d. Issues: None

SUBMITTED BY: ADG – Randy W. Hill

FINANCE 3

CITY OF NORMAN

Department of Finance Monthly Report – December 2021

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

Treasury Division:

In the month of December, the Treasury Division processed 40,173 payments in person and over the phone, a decrease of -3.9% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 10,574 payments in December, a decrease of -7.3% from last month.

Utility Services Division:

The Meter Reading Division read 41,140 meters. Out of 77 meter reading routes, 44 (57%) were read within the targeted 30-day reading cycle. 57 routes (74%) were read by the 31st day, and all routes were read by the 36th day.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of December by 5.4%. Revenues from the City's largest single source of revenue, sales tax, are above target by 19.7% for the year to date and 24.3% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 22 Budget To Date	FYE 22 Actual To Date	FYE 21 Actual To Date	FYE 20 Actual To Date
Sales Tax Revenue	\$23,078,854	\$27,635,417	\$22,226,197	\$20,706,007
General Fund Revenue	\$44,418,127	\$46,835,659	\$49,983,497	\$38,919,504
General Fund Expenses	\$45,870,107	\$40,741,533	\$46,149,066	\$45,258,811

Administration Division

	FYE 22		FYE 21	
	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	11.75	53.75	0.50	14.75
Total Overtime Hours	0.00	0.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	331.75	2,134.25	320.50	2,094.75
Benefit Hours Taken	58.50	317.75	129.00	450.00
TOTAL ACCOUNTABLE STAFF HOURS	273.25	1,816.50	191.50	1,644.75
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 22		FYE 21	
	December	YTD	December	YTD
Total Regular Hours Available	1,120.00	6,464.00	960.00	6,240.00
Total Comp Time Available	0.50	26.50	0.50	13.50
Total Overtime Hours	15.25	112.50	21.75	87.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,135.75	 6,603.00	 982.25	 6,340.50
Benefit Hours Taken	237.00	956.50	169.25	795.75
 TOTAL ACCOUNTABLE STAFF HOURS	 898.75	 5,646.50	 813.00	 5,544.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 22	FYE 22	
	November	December	
Total Revenue Received (\$)	\$5,544,709	\$5,272,047	\$272,662
Utility Payments - Office (#)	41,784	40,173	1,611
Utility Payments - Office (\$)	\$4,664,076	\$4,124,553	\$539,523
Lockbox (#)	12,732	11,767	965
Lockbox (\$)	\$1,223,866	\$1,134,657	\$89,209
IVR Credit Card (#)	0	0	0
IVR Credit Card (\$)	\$0	\$0	\$0
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$11,403	\$10,574	\$829
Paymentus (\$)	\$1,576,035	\$1,310,813	\$265,222
UT Credit Card Payments (#)	0	0	0
UT Credit Card Payments (\$)	\$0	\$0	\$0
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	14,633	14,146	487
Bank Draft Payments (\$)	\$1,541,551	\$1,326,070	215,481
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	72	111	(39)
Processed Return Checks (\$)	(\$9,390)	(\$21,693)	\$12,303
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$666,757	\$797,010	(\$130,253)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$104,967	\$100,177	\$4,790
Municipal Court - Credit Card (#)	318	277	41
Municipal Court - Credit Card (\$)	\$55,305	\$50,130	\$5,175
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$195,582	\$375,978	(\$180,396)
Building Permits Credit Card (#)	329	325	4
Building Permits Credit Card (\$)	\$143,000	\$202,481	(\$59,481)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$2,830	\$1,974	\$856
Occupational License - Bldg Insp. CC (#)	14	17	(3)
Occupational License - Bldg Insp. CC (\$)	\$1,330	\$1,824	(\$494)
Business License - City Clerk (\$)	\$3,808	\$1,050	\$2,758
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	0	0	0
Convenience Fees - All Payments (\$)	\$0	\$0	\$0
Bank Drafts Billed (#)	0	0	0
Bank Drafts Billed (\$)	\$0	\$0	\$0
Interdepartmental Billing (#)	0	0	0
Interdepartmental Billing (\$)	\$0	\$0	\$0
Accounts Receivable Billed (\$)	\$70,607	\$626,758	(\$556,151)

Budget Services Division

	FYE 22		FYE 21	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,079.50	320.00	2,080.00
Total Comp Time Available	0.00	6.00	0.00	4.00
Total Overtime Hours	0.00	0.50	0.00	1.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	2,086.00	320.00	2,085.00
Benefit Hours Taken	53.25	312.00	84.00	279.50
TOTAL ACCOUNTABLE STAFF HOURS	266.75	1,774.00	236.00	1,805.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 22		FYE 21	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	4,768.25	800.00	5,200.00
Total Comp Time Available	5.75	74.50	19.50	134.25
Total Overtime Hours	42.00	242.00	30.50	122.50
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	847.75	5,084.75	850.00	5,456.75
Benefit Hours Taken	181.50	755.75	169.50	823.25
TOTAL ACCOUNTABLE STAFF HOURS	666.25	4,329.00	680.50	4,633.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 22		FYE 21	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,442.00	15,488.00	2,560.00	17,317.00
Total Comp Time Available	13.00	173.25	3.25	148.25
Total Overtime Hours	54.75	570.25	213.75	1,461.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	2,509.75	16,231.50	2,777.00	18,926.75
Benefit Hours Taken	325.25	2,478.25	630.75	3,180.25
TOTAL ACCOUNTABLE STAFF HOURS	2,184.50	13,753.25	2,146.25	15,746.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 22		FYE 21	
	December	YTD	December	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	2,077.75	320.00	2,080.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	26.50	197.25	30.00	199.00
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	346.50	2,275.00	350.00	2,279.00
Benefit Hours Taken	73.50	349.75	83.00	214.25
TOTAL ACCOUNTABLE STAFF HOURS	273.00	1,925.25	267.00	2,064.75
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 22 December	FYE 22 November
Mail Payments - Lockbox	14,275	15,041
Mail Payments - Office	91	23
Mail Payments - Subtotal	14,366	15,064
Night Deposit	195	216
Click-to-Gov Payments	0	0
Paymentus Payments	11,767	12,732
IVR Payments	0	0
Without assistance payments - Subtotal	11,962	12,948
Drive-up window & inside counter	2,334	2,535
Credit Card machine payments (swipe)	0	0
Credit Card machine payments (phone)	0	0
With assistance payments - Subtotal	2,334	2,535
Total Payments Processed - Subtotal	28,662	30,547
Bank Draft (ACH) Payments	10,445	10,995
Total Payments (Utility)	39,107	41,542
Total Convenience Fees - all Payments	0	0
Grand Total Payments	39,107	41,542

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

	FYE 22		FYE 21	
	December	YTD	December	YTD
Number of Meters Read	38,506	231,269	41,140	184,653
New Service	753	4,627	666	4,562
Request for Termination	779	4,573	686	4,466
Delinquent On(s)	252	1,390	242	1,278
Delinquent Offs	243	1,433	257	1,490
Collect Deposit Tags Hung	0	0	0	60
Collect Deposit Cut Offs	0	0	0	12
Blue Tags	0	0	0	77
Number of Meters Re-read	1,258	6,900	479	3,773
Meters Cleaned	2	87	0	291
Customer Assists	0	0	0	277
Meters Pulled	0	6	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	63	254	53	342
TOTAL	41,856	250,539	43,523	201,281

Utility Division Activity Report

	FYE 22		FYE 21	
	December	YTD	December	YTD
STATUS REPORT				
Regular Utility Accounts Billed	44,173	261,961	44,140	262,454
New Ons	661	4,682	699	5,959
Final Accounts Billed	366	3,763	737	4,251
TOTAL ACCOUNTS BILLED	45,200	270,406	45,576	272,664

FIRE DEPARTMENT

4

NFD Monthly Progress Report December 2021

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	46	2.86%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	947	58.89%
4 - Hazardous Conditions (No Fire)	33	2.05%
5 - Service Call	141	8.77%
6 - Good Intent Call	344	21.39%
7 - False Alarm & False Call	74	4.60%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	2	0.12%
Incomplete Reports	21	1.31%
Total Incident Count (Unique Calls)	1608	100.00%
Number of Total Unit Responses	2195	

Total Fire Loss \$494,600.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	305	276	0:04:36
Station #2	246	317	0:05:17
Station #3	280	341	0:05:41
Station #4	197	320	0:05:20
Station #5	67	560	0:09:20
Station #6	59	611	0:10:11
Station #7	164	333	0:05:33
Station #8	110	314	0:05:14
Station #9	178	358	0:05:58

Community Outreach

Tours and Special Events	7	Christmas Parade, Winterfest & Station Tours
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Burn Permits

Burn Permits Issued	89	Total of 5 burn days
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Training

Total Personnel Training Hours	1690	Mgmt/Supvrsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

December 2021

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Chief 301	19	2	1	4	3	1		6	1	1
Chief 302	18	3	4		6		2	1	1	1
Chief 303	20	2	7	4	3			1	1	2
Chief 304	17	2	3	1	1		3	2	3	2
Chief 401	14		1	5		3	2	1		2
Chief 402	32	4	5	1	5	3	5	2	3	4
Chief 403	10	1		3		3		1	1	1
Chief 404	9	1	1			1	3	1		2
Engine 1	332	299	1	8	2		6	8		8
Brush 1	11	3		1			5			2
Ladder 1	25	6	3	6	4			2	1	3
Engine 2	272	6	239	5	12			7	2	1
Brush 2	14		12		1				1	
Ladder 2	38	2	15	6	7			4	1	3
Engine 3	301	7	4	278		1	1	2	1	7
Brush 3	6		2	2		1				1
Engine 4	217		12	1	194			5	5	
Brush 4	9		5		3				1	
Tanker 4	3		1			1			1	
Engine 5	25					23	2			
Brush 5	69					68	1			
Brush 52	1					1				
Engine 6	34	1			2	6	21			4
Brush 6	76	2			2	8	59			5
Rescue 7	5		1					4		
Squad 7	211	12	14	10	8		1	156	6	4
Brush 7	6	1					2	1	1	1
Engine 8	126				8		2	6	110	
Brush 8	4				1		1		2	
Tanker 8	5				1		2	1	1	
Engine 9	214	9		10	3	5	8	2		177
Brush 9	16	1		1		3	5			6
Tanker 9	16			1		4	7			4
HAZMAT	1	1								
Gator 1	1					1				
EMS1	9		1	2	3		1	1		1
Fire Marshal 5	4		1				2			1
Fire Marshal 6	5			1		3		1		
	2195	365	333	350	269	136	141	215	143	243

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



Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits/Development Review Team		28	73
Inspections		12	16
Citizen Calls for Information		4	3
Training	CFI Investigation and EMS	3	16
Meetings		6	6
Fire Investigations	Report and Research	3	17
Totals		56	131

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

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

Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance. Residents can assist by “Adopting a Pole” and reporting the siren status they adopt at the website www.w5nor.org	Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.
Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps	The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.
Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross	Meetings are conducted at the Fire Training Center and usually held on an as needed basis.
Local Emergency Preparedness Committee	Meets quarterly (normally at the Norman Regional hospital on Porter) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information
Other Emergency Management Activities	
Local Response	
Red Cross Coordination for burn outs. In December there were five fires responded to in order to assist families with immediate needs. One of these was a motel. Note: the management of the Motel (Travel Lodge of Norman) did an outstanding job of aiding the victims of the fire in relocating to other motels and helping them to recover vital medicines like insulin.	With the robust reorganization in the Red Cross and the turmoil of having a in home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
Youth Camp	
Planning of the 2022 Youth Preparedness Camp to be held at Northeastern University in Tahlequah, OK is underway. Dates are July 16-22, 2022. In January 2022, active recruitment	In 2019, the first youth preparedness camp was held at NSU in Tahlequah. 35 students from around the state participated and supported by 25 adults. This program

will begin for students and volunteer adults. The initial walk through and planning meeting was conducted on November 4, 2022	trained students in two primary areas. 1: The Citizens Emergency Response Training program and 2: A course of Community Preparedness Training. Students and staff were housed in the dorms and logistic support was provided by NSU emergency Management. The course was very robust and kept the students and staff highly engaged in training and learning hands on skills critical in disaster operations. The FEMA Region 6 representative indicated the camp was the best he had seen so far. The camp was nationally recognized by Bill Bischof, FEMA Region 6, National Preparedness Division
 <p>Camp Poster Rough Draft Edit (DW).doc</p>	https://community.fema.gov/story/Summer-Camps-Turn-Teens-into-Preparedness-Leaders?lang=es%2F  <p>Camp Poster Rough Draft Edit (DW).doc</p>
The Norman Art Walk conducted each second Friday contacted the EM Division for support of a cooling station.	In August of 2021, Norman response volunteers established 2 mister fans opposite corners of each other which provided a quick relief for numerous attendees at the Art walk. Since then volunteers have been present during the evening providing preparedness literature and answer questions regarding severe weather operations.
Norman EM coordinates the activities of the Cleveland County Medical Reserve CORPS Unit 0333 in collaboration with the Cleveland County Health Department. During the COVID response by the health department the MRC was vital in operating numerous points of distribution for the vaccine injections. More than 3000 volunteer hours were provided during the height of the response.	The Emergency Management Coordinator met with the State Coordinator and the Cleveland County Local Response Coordinator (LRC) to discuss the reorganization of the health departments and the management of the MRC Unit. Cleveland County is now assigned to take care of solely Cleveland County. Previously they supported 5 counties. The reassignment identifies the health department as Region 10, Cleveland County. This will assist in the collaboration of the MRC unit and will continue to enhance the Norman Emergency Volunteer response.

Norman Annual Christmas Dinner	On December 23 and 24, 2021 members of the Norman Response Team, Medical Reserve CORPS and Envision Success for Veterans supported the annual Christmas dinner and assisted in establishing the gift area. Norman EM provided 6000 masks to the organization for the public to continue the fight against COVID. Thousands of gifts were donated and sorted by age group for Santa to provide to the resident's children. More than 1000 residents enjoyed a Christmas meal.
Disaster Reimbursement Status	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
Disaster DR-4222 2015	Federal portion paid, State portion of \$91,808.32 is pending
Disaster Dr-4575 October 2021	The initial FEMA review has been completed and forwarded to the State EM for review. The State has requested additional information and the request was given to the Division (12-09-2021) to provide their portion of the requested information.
Disaster 4587 February 2021	The initial application to FEMA was opened. The process of gathering, reviewing and submitting documentation is ongoing and should have the first FEMA review done by end of January 2022.
Mitigation Grant Status	
Norman Safe Room grant program	The State Office of Emergency Management has under gone several personnel changes. The COVID pandemic compounded the state's office and ability to continue work to close out this grant. They have hired a new grants manager and the EM Division will continue to work with the state to finish the grant.

Severe Weather Issues	
National Weather Service Storm Spotter Training	<u>NWS Norman Spotter Schedule (weather.gov)</u>

HUMAN RESOURCES

5

HUMAN RESOURCES

Monthly Report

December 2021

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Processed invoices and reconciled expense accounts
- Began 2023 Budget Preparation
- Met with Chief Diversity & Equity Officer regarding personnel manual
- Assembled Employee Recognition packets for department distribution in January

BENEFITS

- Conducted ten (10) new hire orientations and one (1) PPT
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciliation of health, dental, and supplemental products
- Continued education of plan documents
- Fielded approximately 150 phone calls discussing benefits, claims, and open enrollment changes
- ACA reporting
- Working with Healthy Merits to open registration window in January for City's Wellness Screenings
- Webex Meeting with EHealth Biometric Screening 2022 Wellness Program
- Continued correspondence with EHealth - fine tuning details regarding set up of on-site biometric screenings for 2022 Wellness Program

COMPENSATION

New Hires – 14

Dept./Div.	Position	Number of Employees
Finance	Meter Reader	2
Public Works/Stormwater	Stormwater Program Manager	1
Public Works/Fleet	Mechanic II	1
Public Works/Fleet	Fleet Service Tech	1
Public Works/Transit	Maintenance Worker I	1
Utilities/Water Line Maint.	Utility Distribution Worker I	1
Utilities/Sanitation	Sanitation Worker I	2
Police/Emerg. Comm.	Communications Officer I	1
Utilities/Water Recl.	Custodian (PPT)	1
Planning/CDBG	Emergency Shelter Case Mgr. (PT)	1
Police/Investigations	Victim Advocate Field Rep (PT)	1
Parks/Recreation	Recreation Center Specialist (PT)	1

Separations – 11

Dept./Div.	Position	Number of Employees
Police/Patrol	Parking Service Officer	1
Police/Patrol	Police Officer	1
Police/Emerg. Comm.	Communications Officer II	1
Finance/Utilities	Meter Reader	1
Utilities/Water Treatment	Maintenance Worker I	1
Utilities/Water Line Maint.	Utilities Supervisor	1
Parks/Westwood Golf	Golf Course Attendant (PT)	2
Parks/Recreation	Tennis Shop Attendant (PT)	3

Promotions – 5

Dept./Div.	Position	Number of Employees
Utilities/Water Line Maint	Line Maint. Division Mgr.	1
Utilities/Water Line Maint.	Utilities Supervisor	1
Utilities/Water Reclamation	Household Hazardous Waste Coord.	1
Utilities/Sanitation	Sanitation Worker II	1
Utilities/Water Treatment	Utilities Supervisor	1

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
Fire Department	Fire Training Officer
Finance/Meter Services	Meter Reader
Finance/Meter Services	Meter Services Rep
Human Resources	Director of Human Resources
Information Technology	Systems Support Technician
Parks & Recreation/Facility Maintenance	Custodian (PPT)
Parks & Recreation/Facility Maintenance	Facility Maintenance Supervisor
Parks & Recreation/Recreation-Irving	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Little Axe	Recreation Center Specialist (PT)
Parks & Recreation/Recreation-Whittier	Recreation Center Specialist (PT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Parks & Recreation/Westwood Tennis Center	Tennis Shop Attendant (PT)
Planning & Community Dev./CDBG	Emergency Shelter Case Manager (PT)
Police/Animal Welfare	Animal Welfare Center Manager
Police/Animal Welfare	Shelter Veterinarian
Police/Animal Welfare	Veterinary Technician
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Police/Staff Services	Victim Advocate Field Rep
Public Works/Engineering	Capital Projects Engineer
Public Works/Engineering	City Surveyor
Public Works/Fleet	Fleet Service Technician
Public Works/Fleet	Maintenance Worker I
Public Works/Fleet	Mechanic I
Public Works/Stormwater	Maintenance Worker I
Public Works/Stormwater	Maintenance Worker II
Public Works/Stormwater	Stormwater Compliance Inspector
Public Works/Streets	Maintenance Worker I
Public Works/Streets	Maintenance Worker II

Public Works/Transit	Transit Support Technician (PPT)
Utilities/Sanitation	Sanitation Worker I
Utilities/Sanitation	Sanitation Worker II
Utilities/Water Line Maintenance	Utility Distribution Worker I
Utilities/Water Line Maintenance	Utilities Supervisor
Utilities/ Water Line Maintenance	Water Maintenance Specialist
Utilities/Water Treatment Plant	Maintenance Worker I
Utilities/Water Treatment Plant	Plant Operator D
Utilities/Water Treatment Plant	Temporary Laborer (PT)
Utilities/Water Treatment Plant	Utilities Supervisor
Hiring Statistics	
Pre-Employment Background Investigations	12
Pre-Employment Drug Screens	18
Pre-Employment Physicals	15
Pre-Employment OSBI	6
Recruitment Statistics	
Advertisements Placed	28
Applications Received	374
Job Announcements Emailed	51
Job Announcements to CON Depts.	720

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	310	Written Exams	1
Phone	405	Practical Testing/Assessment Center	0
Mail	215	Panel Board Interviews	10
Email	200	Promotions	7
Total Subscribers on E-mail Vacancy List	1590	Oral Interviews	0
Total Page Views for HR Website	4,973	Hiring/Promotion Board	0

TRAINING AND DEVELOPMENT

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

Provided Advanced Supervisory Academy Session 3 on the topic of Improvement Plans for Employee Development and Remediation for 30 employees in management, supervisory, lead and crew chief roles from various departments. The course covered methods for measuring employee development.

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

SAFETY

- Safety material documents were sent to divisions each week
- Conducted one (1) Fitness for Duty Meeting for Fire
- Conducted ten (10) new employee orientations
- Conducted certification in Forklift Safety Training for five (5) employees

Recordable Injuries – 4

Dept./Division	Nature of the Injury	Activity	Prognosis
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Finance/ Meter Services	Right shoulder strain	Felt sharp pain after digging out a meter box	Work Restrictions
Fire/ Suppression	Strained head, neck & upper back	Wet ceiling debris fell on top of fireman	Work restrictions
Utilities/ Line Maint.	Bite to right hand	Dog attacked service technician during maintenance in back yard	Work restrictions
Utilities/ Line Maint.	Bite to right hand	Dog attacked service technician during maintenance in back yard	Work restrictions

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

2021	2020	2019	2018	2017	2016
64	57	65	71	59	69

Vehicle Collisions: 0

Division	Description of Collision	Status

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

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

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
Monthly Report – December 2021.

Working projects for the IT Department are as follows:

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

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

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

Support Tickets:

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

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 12 emails from the groups shown were sent from city servers using city resources – of those 14,560 were delivered to outside mailboxes for the month of December 2021. The city servers generated mass communications to Norman citizens of 16,560 messages from only 12 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 366,434 attempted incoming and 93,770 outgoing messages for the month of December 2021. Incoming messages totaling 190,427 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 52% of our inbound mail. This percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of a significant amount of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of December 2021, the City of Norman's web site had 77,778 individual web sessions access the web site for 167,270 total page views. Of those sessions, 43,197 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has reduced and more relevant information as well as the ability to function seamlessly from mobile devices and tablets.

ERP Project Implementation Progress:

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

		2018												2019												2020												2021														
Community / Phase	Legacy	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
City of Norman Implementation Plan																																																				
Parks & Rec: Vermont	Manual																																																			
Municipal Court: Tyler Incode	Custom																																																			
Phase 1: Financial Management	HTE																																																			
Utility Billing: Advanced Utilities	HTE																																																			
Phase 2: EAM: Facilities, Line Maint, Storm water	HTE																																																			
Planning and Community Dev.: Cityview	HTE																																																			
Phase 3: Human Resource Management	HTE																																																			
Time & Attendance: IntelliTime	Manual																																																			
Website Re-Design	Custom																																																			
Phase Months:		0	1	2	2	1	3	3	3	2	2	2	2	2	3	2	2	3	3	3	4	4	4	4	4	4	5	5	6	6	5	7	7	5	5	4	4	3	2	2	0	0	1	0	1	0	1	0	0	1	1	1

Table 1

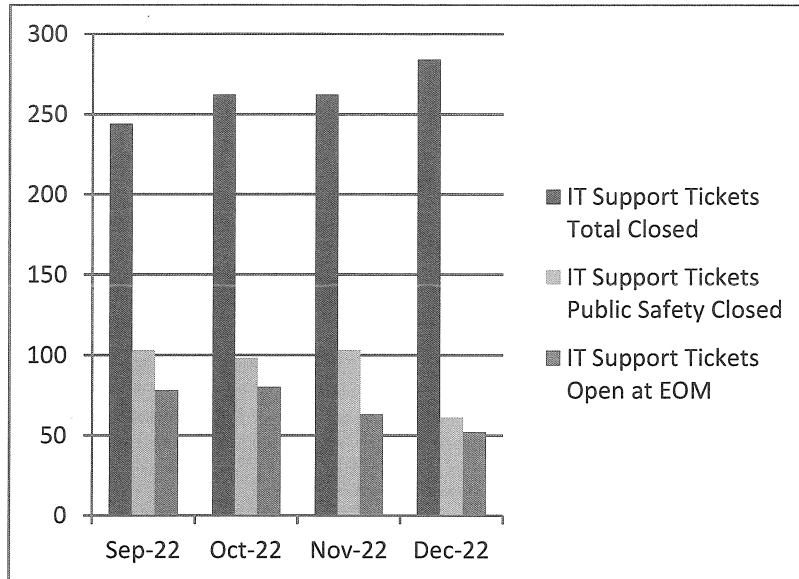
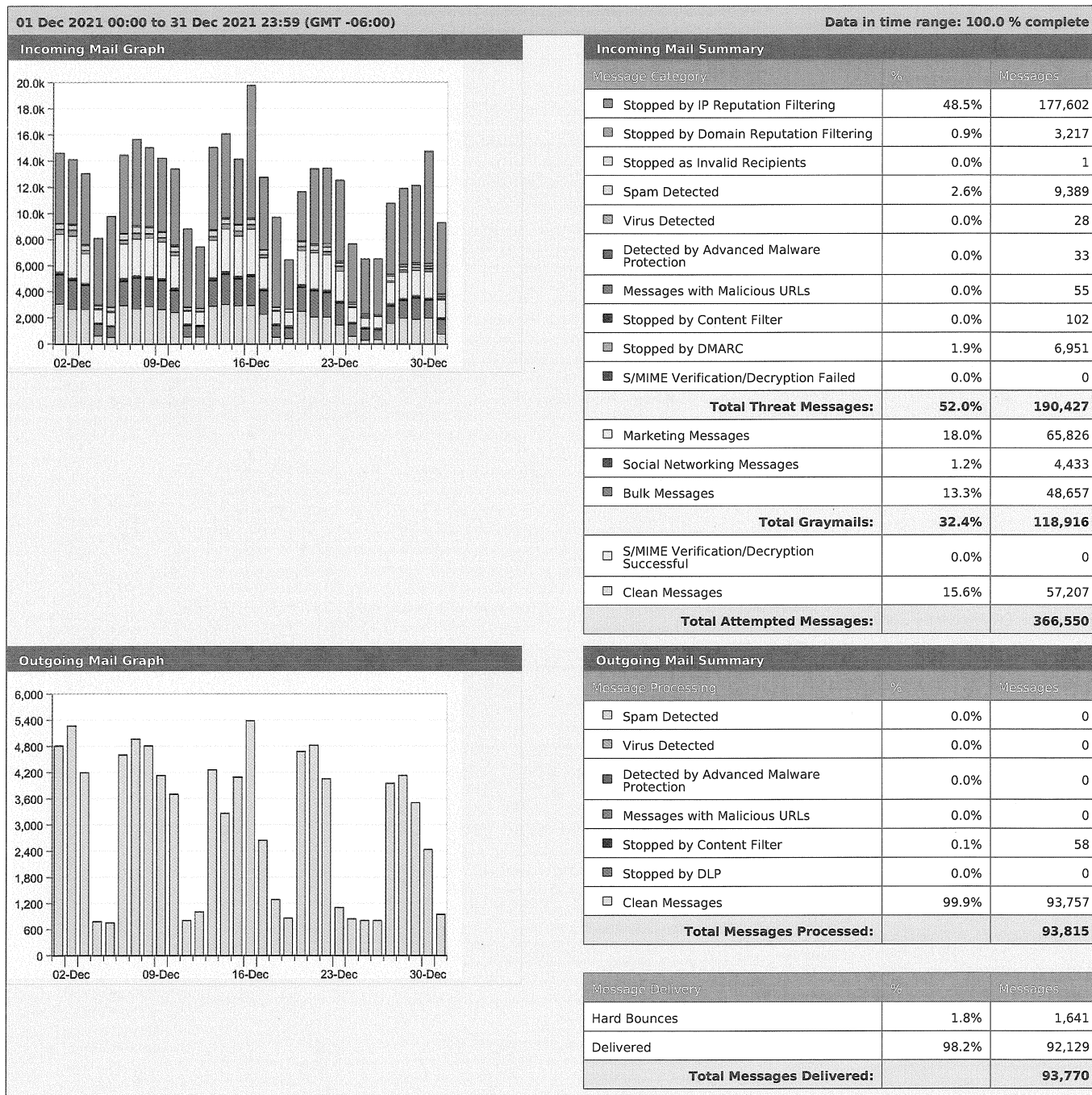


Table 2

DEC 2021 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	17	3	51
Job Posting	1587	3	4761
Norman News	1958	6	11748
Totals	3562	12	16560

Executive Summary

ironport.example.com



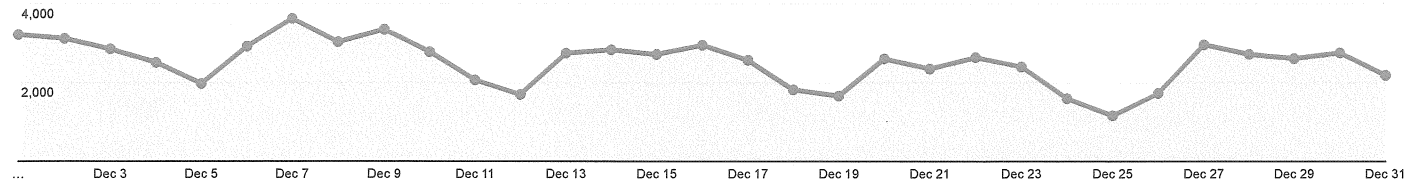
Site Traffic

Dec 1, 2021 - Dec 31, 2021

 All Users
100.00% Sessions

Report Tab

● Sessions



Day of the month	Sessions	↓ Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	77,778 % of Total: 100.00% (77,778)	2.15 Avg for View: 2.15 (0.00%)	167,270 % of Total: 100.00% (167,270)	50,560 % of Total: 100.00% (50,560)	43,197 % of Total: 100.06% (43,169)	42.46% Avg for View: 42.46% (0.00%)	00:01:31 Avg for View: 00:01:31 (0.00%)
1. 07	3,618 (4.65%)	2.07	7,473 (4.47%)	3,199 (4.70%)	2,236 (5.18%)	50.14%	00:01:35
2. 09	3,346 (4.30%)	2.02	6,746 (4.03%)	2,953 (4.34%)	2,038 (4.72%)	51.85%	00:01:29
3. 01	3,211 (4.13%)	2.21	7,106 (4.25%)	2,791 (4.10%)	1,709 (3.96%)	39.74%	00:01:31
4. 02	3,110 (4.00%)	2.32	7,208 (4.31%)	2,689 (3.95%)	1,682 (3.89%)	40.55%	00:01:25
5. 08	3,027 (3.89%)	2.23	6,763 (4.04%)	2,657 (3.90%)	1,741 (4.03%)	47.14%	00:01:25
6. 27	2,942 (3.78%)	2.15	6,318 (3.78%)	2,544 (3.74%)	1,652 (3.82%)	38.95%	00:01:38
7. 16	2,940 (3.78%)	2.13	6,262 (3.74%)	2,576 (3.78%)	1,705 (3.95%)	44.80%	00:01:39
8. 06	2,912 (3.74%)	2.12	6,159 (3.68%)	2,577 (3.79%)	1,591 (3.68%)	43.44%	00:01:35
9. 03	2,850 (3.66%)	2.25	6,422 (3.84%)	2,476 (3.64%)	1,481 (3.43%)	39.96%	00:01:32
10. 14	2,825 (3.63%)	2.32	6,560 (3.92%)	2,431 (3.57%)	1,458 (3.38%)	37.27%	00:01:31

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
December 2021 Report
(Submitted January 14, 2022)

MONTHLY HIGHLIGHTS:

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

This case is a class action that challenges the City's authority to assess a convenience fee on certain credit card transactions. On December 17, 2021, the plaintiff dismissed this case without prejudice. Under 12 O.S. § 100, he has until December 17, 2022, to refile. This case will no longer appear on the Monthly Report.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

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

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

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

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

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

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

FOP v. City of Norman, CV-2011-876 L (K)
Martin Florez v. City of Norman & John Doe, CJ-2021-1051
Caleb Fulton v. Loyal Reich, Reich Dozer Services, LLC, City of Norman, Board of County Commissioners of Cleveland County, State of Oklahoma, CJ-2020-797 (K)
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)
Henderson, et al. v. City of Norman, et al., Case No. CJ-2016-610 (K)
City v. Lonnie Hodges, CV-2020-2922
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)
McCarver v. City of Norman, CJ-2013-128 TS (K)
Vahe Patatanyan v. City of Norman, CP-2021-28
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)
Shaz Investment Group, LLC v City of Norman, CJ-2021-1044 (K)
Walling v. Norman Regional Health System, et al, CJ-2014-874 (K)

B. Condemnation Proceedings

City of Norman v Chastain Oil Company, a Corporation, et al., CV-2015-677 (M)
City of Norman v. West Lindsey Center Investors, LLC, et al., CV-2015-671 (M)
City of Norman v. Tietsort Revocable Trust, et al., CJ-2013-775 (M)
City of Norman v Apex Properties, LLC, et al., CJ-2021-221 (M)
City of Norman v. The Uplands Development Co., LLC, et al., CJ-2021-227 (M)
City of Norman v. Hallbrooke Development Group One, LLC, et al., CJ-2021-228 (M)
City of Norman v. Ronald A. Ashley, et al., CJ-2021-337 (M)

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

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

D. Municipal Court Appeals

E. Small Claims Court

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

F. Board of Adjustment Appeals

LABOR / ADMINISTRATIVE PROCEEDINGS

A. Grievance & Arbitration Proceedings (K)

This office has assisted with the following grievances:

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

AFSCME Grievance FYE 21-05 – (Brooks & Stephens)
AFSCME Grievance FYE 21-06 – (Parks HEOs and MWIIIs)
AFSCME Grievance FYE 22-02 – (Jerry Younts and Bennie Gilmore – COVID-19 Leave)
AFSCME Grievance FYE 22-02 – (Tara Klepper – COVID-19 Leave)

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

IAFF Grievance FYE 22 – (Battalion Chief)

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

IAFF Grievance FYE 22 – (Intellitime)

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

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

This grievance has been resolved. The grievant has advised that he will retire on January 31, 2022. This grievance will no longer appear on the Monthly Report.

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

The time for the grievant to request arbitration has expired. This grievance will no longer appear on the monthly report.

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

The time for the grievant to request arbitration has expired and the grievant has resigned. This case will no longer appear on the Monthly Report.

B. *Equal Employment Opportunity Commission (EEOC)*

None

C. *Contested Unemployment Claims (OESC)*

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through November 2021 (numbers were unavailable for December 2021 due to staffing issues). The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22	FYE 20	FYE 21	FYE 22
JULY	640	545	*275	35	23	11	15	16	7
AUG	683	444	236	10	11	9	15	14	5
SEPT	497	520	263	17	10	9	14	13	5
OCT	581	325	269	23	4	12	18	7	6
NOV	390	259	228	9	0	2	11	6	6
DEC	444	279		25	6		12	7	
JAN	522	134		32	3		15	0	
FEB	597	178		22	1		13	0	

	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
MAR	420	270		22	6		7	5	
APR	104	420		0	6		0	13	
MAY	137	507		2	10		0	13	
JUNE	528	422		25	0		9	11	
TOTALS / YTD	5,543	4,303	1,271	222	80	43	129	105	29

* Correction

WORKERS' COMPENSATION COURT

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

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

List of Pending Cases

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(Fire, Suppression, Firefighter, Back)

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

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

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

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

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

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

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

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

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

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

TORT CLAIMS

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

DEPARTMENT	FYE 22 Month	FYE 22 YTD	FYE 21	FYE 20	FYE 19
Animal Control	1	1	1		
Finance – IT			1		
Fire		1	1	4	
Legal			2		
Other		2	11	10	9
Parks		1	4	6	6
Planning		1			
Police	1	4	3	5	10
Public Works – other	1	2	2	3	
Public Works – Stormwater				2	
Public Works – Engineering			1	2	
Public Works – Streets		7	9	11	6
Utilities – Water		5	11	11	12
Utilities – Sanitation			12	12	10
Utilities – Sewer		1	5	5	3
TOTAL CLAIMS	3	25	63	71	56

CURRENT CLAIM STATUS	FYE 22 TO DATE	FYE 21	FYE 20	FYE 19
Claims Filed	25	63	71	56
Claims Open and Under Consideration	11	0	0	0
Claims Not Accepted Under Statute/Other	2	10	11	8
Claims Paid Administratively	3	11	13	10
Claims Paid Through Council Approval	1	7	14	12
Claims Resulting in a Lawsuit for FY	0	3	1	4
Claims Barred by Statute (No Further Action Allowed)	0	23	32	22
Claims in Denied Status (Still Subject to Lawsuit)	8	9	0	0

MUNICIPAL COURT

8

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

CASES FILED

	<u>DECEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	280		1932	445		4411
Non-Traffic	204		1177	148		1437
SUB TOTAL	484		3109	593		5848
Parking	303		3532	315		2872
GRAND TOTAL	787		6641	908		8720

CASES DISPOSED

	<u>DECEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	294		2429	610		5167
Non-Traffic	137		1020	175		1299
SUB TOTAL	431		3449	785		6466
Parking	377		4540	255		1915
GRAND TOTAL	808		7989	1040		8381

REVENUE

	<u>DECEMBER</u>	<u>FY22</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>FY21</u>	<u>Y-T-D</u>
Traffic	\$ 33,831.70		\$ 248,246.91	\$ 64,155.85		\$ 525,660.59
Non-Traffic	\$ 18,246.72		\$ 124,632.25	\$ 19,315.28		\$ 143,033.27
SUB TOTAL	\$ 52,078.42		\$ 372,879.16	\$ 83,471.13		\$ 668,693.86
Parking	\$ 12,445.00		\$ 150,667.26	\$ 7,526.00		\$ 46,889.00
GRAND TOTAL	\$ 64,523.42		\$ 523,546.42	\$ 90,997.13		\$ 715,582.86

MUNICIPAL COURT - MONTHLY REPORT
December 2021

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 33 new cases and closed 38 cases during the month of December 2021. No Mediations were held.

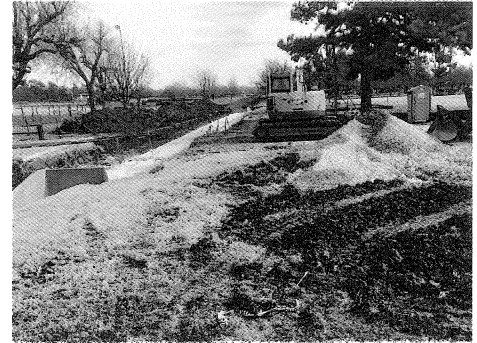
PARKS AND RECREATION

9

Park Planning Activities December 2021

NORMAN FORWARD Reaves Park:

Work is continuing on the park renovation that will result in moving all of the youth baseball/softball to Reaves, so those leagues will no longer be split between Griffin and Reaves Parks. Flintco Construction (our construction manager) has been working to complete improvements to the northeast parking areas by the old adult softball fields, while they also continue working on construction of the interior park road and parking lots' asphalt and concrete. We will be working this winter to make field improvements to the 6 softball fields in the north part of the park and other upgrades to the older buildings, bleachers and support facilities. Once we are able to move our Park Maintenance shop and equipment to their new home at North Base, we will demolish the existing structures in that part of the park and build new T-Ball fields in that area, along with additional parking, restroom/concession service and all associated utilities and landscape beginning in the spring of 2022. We also met last month with the director of the Medieval Fair to help plan for that event to take place in 2022 in the park, while construction is ongoing around them on the ball fields. The project is expected to be complete in winter/spring of 2022/23.



NORMAN FORWARD Neighborhood Parks:

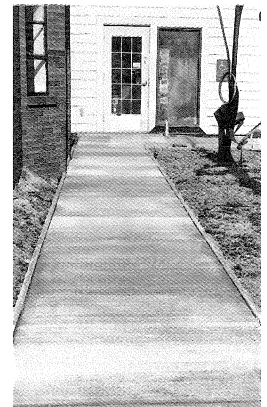
We received bids on December 30th for the playground replacement at Cherry Creek Park. This is one of the last of our parks with obsolete play equipment that needs full replacement. The new equipment will be placed in an area of synthetic turf surfacing and include a shade structure over the majority of the play area, as we have done at the other playground replacement projects in Norman Forward. We will prepare a contract with the successful bidder for City Council; and expect the work to occur in the spring. We are also awaiting delivery of the new playground equipment for Vineyard Park, which was awarded and ordered earlier this year. That project will replace the playground that was destroyed by vandalism/fire early this year. Other projects are planned to improve the landscape and furnishings at Earl Sneed Park and construction of more park picnic shelters and basketball courts in various parks around town.

Lions Park:

We are preparing a bid package for renovation of the restroom building and sidewalks in Lions Park to address accessibility issues at that popular central Norman park. We are working with the City's ADA Coordinator to fund the renovation work as part of the program designed to address issues with public land and buildings to bring them into compliance with ADA standards. Evaluations were done by a consulting design group; and the building improvements were designed by The McKinney Partnership, Architects earlier this year. We will improve the restroom access and functionality, along with adding an accessible ramp up to the park gazebo and make improvements to several sections of the park sidewalks. Work will be done this winter, while the restrooms are shut down and the park experiences much lower daily use.

Cultural Facilities:

Crews worked to replace the walkways on the south side of the Firehouse Art Center. The old "Trex" plastic lumber decking walkway had become unsafe due to wood rot in the sub-frame over the past year. That system was completely removed and replaced with a concrete walkway approach to the sales gallery entry. We are also having the entry doors on the south and north side of the gallery replaced after they were found to be rusting and hard to lock after decades of maintenance repairs. We also have completed all renovations of the sweet shop at the Sooner Theatre ahead of their run of Irving Berlin's "White Christmas" musical. The show ran December 10-19.



DECEMBER 2021
RECREATION DIVISION
MONTHLY REPORT

Little Axe Community Center: The Head Start program currently has 11 children enrolled and the after school program has six students enrolled. Meals on Wheels is available citizens in the Little Axe Community and Norman Regional Hospital prepares the meals daily. End of year rental revenue was \$1,980 and year end after school revenue was \$1,683.00.

12th Avenue Recreation Center: Child Care: The 12th Avenue Recreation Center's After School Program ran three weeks in December, averaging 27 students per day. Students got to complete Thanksgiving-themed holiday crafts and participate in the after-schoolroom festive decorating. Students got winter break holiday bags that included candy and toys. The center's adult basketball league concluded the Fall league with the Oklahoma Motorcars winning the championship game 88 to 86 against the Supreme team. The Zoom with Santa Program allowed residents to visit Santa over a Zoom video call safely. Over 250 children got to talk to Santa and get their pictures taken. Parks and Recreation Staff gathered at 12th Avenue for the Department Winter Holiday Party for food and celebration of a great year working for the City of Norman Parks and Recreation Department. A local church began renting the facility on Sundays to play basketball.

Irving Recreation Center: Irving Recreation Center had 3 facility rentals this month and hosted a Winter Break Camp for youth ages 5-11 on December 20th-23rd, 27th-31st and January 3rd. Overall, there were 40 total children signed up for camp. Each day campers participated in games, crafts, and sports & recreational activities. Campers also participated in other fun and educational activities such as: art instruction with Heart Studios, STEM activities with Bricks 4 Kidz (Lego Robotics), a science show from Mad Science, learning about water conservation with the Department of Environmental Quality and enrichment activities with the Pioneer Library System.

Whittier Recreation Center:

The 2022 winter league remained open for registration this month online and in person. The league will begin at the end of January. Whittier Middle School basketball games held three games this month at the Center. The schools booster club is running the concession this season for the first time. The staff is present during the games to assist with any issues in the building. The after school program continued this month and participants were offered homework time, gym games, STEAM learning activities, board games, arts & crafts, movies, free meals/snacks and much more! The City of Norman Parks & Recreation Department has officially become a licensed DHS Community Hope Center and are now accepting DHS subsidy payments. The program is currently full with 30 students and there is a current waiting list. The clogging class was held on Tuesdays and Thursdays this month along with Tippi Toes who offered dance classes on Wednesday nights.

FACILITY ATTENDANCE:	Month	Year to Date
Little Axe Community Center	432	1,961
12th Avenue Recreation Center	1,512	8,072
Irving Recreation Center	1,243	8,390
Whittier Recreation Center	2,335	8,325
Reaves Center	300	1,800
Tennis Center	2,129	18,705

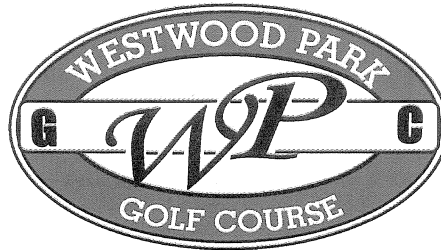
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Senior	925	873	785	759	713								4,055
Axe	75	69	95	768	622	432							1,961
twelveth	1,024	868	1,067	1,512	2,089	1,512							8,072
Irving	628	634	851	2,727	2,307	1,243							8,390
Whittier	500	255	1,320	1,730	2,185	2,335							8,325
Reaves	300	300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

DECEMBER 2021
PARK MAINTENANCE DIVISION

Park Maintenance crews performed routine trash removal and leaf clean-up in City Parks as well as restroom/shelter cleaning & landscape maintenance in City Parks. Crews finished with the installation of the holiday decorations along Main Street and the Cleveland County Historical House.

SAFETY REPORT	FYE-22MTD	FYE-22YTD		FYE-21MTD	FYE-21YTD
On-The-Job Injuries	0	0		1	4
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours	Hours YEAR-TO-DATE		Total Man	Hours YEAR-TO-DATE
Mowing	0.00	460.00		0.00	358.00
Trim Mowing	0.00	2763.50		59.00	2891.50
Chemical Spraying	82.00	290.00		30.00	223.00
Fertilization	0.00	16.00		0.00	12.00
Tree Planting	0.00	0.00		0.00	1.00
Tree & Stump Removal	0.00	51.00		0.00	36.00
Tree Trimming/Limb Pick-Up	12.00	352.00		847.00	2408.00
Restroom/Trash Maintenance	0.00	40.00		16.00	779.50
Play Equipment Maintenance	8.00	261.00		0.00	114.00
Sprinkler Maintenance	58.00	415.00		0.00	129.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	0.00	0.00		0.00	189.00
Painting	0.00	0.00		0.00	0.00
Planning Design	102.00	571.00		41.50	77.50
Park Development	0.00	104.00		0.00	0.00
Special Projects	0.00	3.00		0.00	268.50
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	3.00	397.25		94.25	587.25
Seeding/Sodding	0.00	59.27		5.25	35.25
Ballfield Maintenance/Marking	0.00	0.00		50.00	50.00
Fence Repairs	28.00	28.00		80.00	358.00
Equipment Repairs/Maintenance	0.00	138.00		56.00	832.75
Material Pick-Up	0.00	0.00		0.00	42.50
Miscellaneous	0.00	0.00		0.00	461.00
Shop Time	2.00	278.00		0.00	111.00
Snow/Ice Removal	40.50	594.00		42.50	165.50
Christmas Lights	0.00	278.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	32.00	554.00		16.00	70.00
Graffiti Clean-Up	0.00	552.75		72.50	147.50
Water Fountains	6.00	156.00		32.25	42.25
Inground Trash	0.00	0.00		0.00	0.00
Vector Control	0.00	150.00		0.00	144.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



DECEMBER 2021

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	DEC FYE'22	DEC FYE'21
Regular Green Fees	406	363
Senior Green Fees	359	215
Junior Fees	52	37
School Fees (high school golf team players)	0	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	634	285
Employee Comp Rounds	301	128
Golf Passport Rounds	0	0
9-Hole Green Fee	68	52
2:00 Fees	3	1
4:00 Fees	201	141
Dusk Fees or 6:00 Fees	95	54
PGA Comp Rounds	2	1
*Rainchecks (not counted in total round count)	12	3
Misc Promo Fees (birthday, players cards, OU student)	410	291
Green Fee Adjustments (fee difference on rainchecks)	6	5
Total Rounds (*not included in total round count)	2537	1573
% change from FY '20	61.28%	
Range Tokens	1628	1298
% change from FY '20	25.42%	
18 - Hole Carts	92	87
9 - Hole Carts	43	17
½ / 18 - Hole Carts	837	559
½ / 9 - Hole Carts	188	109
Total Carts	1160	772
% change from FY '20	50.26%	
18 - Hole Trail Fees	1	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	2	2
9-Hole Senior Trail Fees	0	0
Total Trail Fees	3	2
% change from FY '20	50.00%	
TOTAL REVENUE	\$75,575.84	\$60,005.66
% change from FY '20	25.95%	

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

SAFETY REPORT	FY 2022 MTD	FY 2022 YTD	FY 2021 MTD MTD	FY 2021 YTD YTD
Injuries On The Job	0	0	1	2
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2022	FYE 2022	FY 2021	FYE 2022
	MTD	YTD	MTD	YTD
Green Fees	\$35,042.86	\$307,000.41	\$28,846.88	\$320,278.75
Driving Range	\$6,580.72	\$68,679.77	\$5,311.57	\$84,404.54
Cart Rental	\$20,040.27	\$174,419.74	\$14,667.71	\$184,860.07
Restaurant	\$13,736.58	\$105,767.41	\$11,025.82	\$84,332.73
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$158.91
Interest Earnings	\$175.41	\$929.42	\$153.68	\$931.52
TOTAL INCOME	\$75,575.84	\$656,796.75	\$60,005.66	\$674,966.52
Expenditures	\$115,745.67	\$721,445.60	\$76,271.42	\$520,690.11
Income vs Expenditures	(\$40,169.83)	(\$64,648.85)	(\$16,265.76)	\$154,276.41
Rounds of Golf	2537	20348	1573	21520

All of the turfgrass on the golf course is dormant. Off season maintenance to the golf course is now projects. We sealed and winterized the irrigation pump station with insulation and weather stripping. The main pumps manifold is failing and will need repaired or replacement. This will be determined by dismantling and inspection. The shed we recovered from the old detention center is now located at our maintenance area and will be fitted with electric service so that a space heater will allow us to store all the turfgrass chemicals in it year round. The #3 drainage pipe project has been extended to out of play areas and the catch basin area of this drain is being graded for optimum drainage. This required the demolition and removal of the old clock-house building. We have started the winter maintenance of mowing equipment and golf course accessories.

DECEMBER 2021
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2022 MTD	FY2022 YTD	FY2021 TOTAL
Swim Pool Passes	\$0.00	\$1,810.00	\$191,747.00
Swim Pool Gate Admission	\$0.00	\$191,042.00	\$284,993.00
Swim Lesson Fees	\$105.00	\$3,511.00	\$33,547.50
Pool Rental	\$0.00	\$20,906.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$910.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$106,835.76	\$127,066.89
TOTAL INCOME	\$105.00	\$325,014.76	\$671,977.61
Expenditures	\$12,281.88	\$384,681.94	\$624,044.12
Income verses Expenditures	(\$12,176.88)	(\$59,667.18)	\$84,856.65

ATTENDANCE INFORMATION

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

FACILITY MAINTENANCE

9B

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

Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc				
Facility Maint	0.00	\$0.00	\$4.00	\$4.00
Bldg A	0.00	\$0.00	\$550.00	\$550.00
Bldg B	0.00	\$0.00	\$515.50	\$515.50
Total	0.00	\$0.00	\$1,069.50	\$1,069.50
Electrical				
Facility Maint	11.50	\$382.86	\$49.61	\$432.47
City Hall	147.00	\$4,762.20	\$4,254.84	\$9,017.08
Bldg A	10.00	\$322.40	\$0.00	\$322.40
Bldg B	5.00	\$165.30	\$0.00	\$165.30
Bldg C	4.00	\$129.78	\$0.00	\$129.78
Library	6.00	\$196.72	\$0.00	\$196.72
Pistol Range	1.00	\$31.42	\$0.00	\$31.42
NIC	1.00	\$31.42	\$0.00	\$31.42
Fire Stations	15.00	\$487.70	\$0.00	\$487.70
Parks	29.75	\$964.98	\$213.56	\$1,178.54
Rec Centers	4.00	\$133.88	\$0.00	\$133.88
Senior Center	9.00	\$299.18	\$0.00	\$299.18
FHA	2.00	\$66.94	\$0.00	\$66.94
WW Tennis	2.00	\$62.84	\$0.00	\$62.84
Sanitation	6.00	\$200.82	\$0.00	\$200.82
Fleet	11.00	\$345.62	\$0.00	\$345.62
WRF	25.00	\$785.50	\$75.26	\$860.76
Total	289.25	\$9,369.60	\$4,593.27	\$13,962.87

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

HVAC

Facility Maint	2.00	\$60.40	\$0.00	\$60.40
City Hall	43.00	\$1,386.10	\$0.00	\$1,386.10
Bldg A	15.00	\$480.50	\$753.82	\$1,234.32
Bldg B	34.00	\$821.80	\$0.00	\$821.80
Bldg C	11.00	\$339.70	\$0.00	\$339.70
Library	6.00	\$181.20	\$0.00	\$181.20
Animal Welfare	4.00	\$120.80	\$25,341.00	\$25,461.80
Shooting Range	10.00	\$322.00	\$0.00	\$322.00
NIC	20.00	\$644.00	\$0.00	\$644.00
Fire Admin	2.00	\$60.40	\$0.00	\$60.40
Fire Stations	21.00	\$661.70	\$0.00	\$661.70
Rec Centers	26.00	\$795.10	\$0.00	\$795.10
Senior Center	12.00	\$382.40	\$0.00	\$382.40
Sooner Theater	6.00	\$181.20	\$0.00	\$181.20
Firehouse Art	10.00	\$322.00	\$0.00	\$322.00
WW Golf	4.00	\$120.80	\$0.00	\$120.80
WW Tennis	6.00	\$181.20	\$0.00	\$181.20
Sanitation	4.00	\$120.00	\$0.00	\$120.00
Traffic	8.00	\$251.60	\$0.00	\$251.60
Stormwater	8.00	\$251.60	\$0.00	\$251.60
Streets	12.00	\$372.40	\$0.00	\$372.40
Line Maint	4.00	\$120.80	\$0.00	\$120.80
Fleet	10.00	\$302.00	\$0.00	\$302.00
WTP	12.00	\$362.40	\$0.00	\$362.40
WRF	10.00	\$302.00	\$0.00	\$302.00

Total	300.00	\$9,144.90	\$26,094.82	\$35,239.72
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**City of Norman Facility Maintenance
December 2021 Monthly Hourly Materials Cost Report**

Plumbing

Facility Maint	100.00	\$3,344.95	\$1,196.57	\$4,541.52
City Hall	7.00	\$226.09	\$0.00	\$226.09
Bldg A	24.00	\$760.23	\$0.00	\$760.23
Bldg B	18.00	\$581.96	\$15.66	\$597.60
Bldg C	11.00	\$345.62	\$0.00	\$345.62
Bldg D	2.00	\$66.94	\$0.00	\$66.94
Library	21.00	\$676.22	\$10.80	\$687.02
Animal Welfare	29.00	\$921.43	\$37.26	\$958.69
NIC	1.00	\$31.42	\$0.00	\$31.42
Fire Stations	16.00	\$502.72	\$213.68	\$716.40
Parks	14.00	\$454.23	\$329.10	\$783.33
Rec Centers	14.00	\$450.13	\$68.93	\$519.06
WW Golf	21.00	\$674.17	\$74.18	\$748.35
WW Tennis	2.00	\$66.94	\$0.00	\$66.94
Sanitation	17.00	\$548.49	\$334.04	\$882.53
Streets	2.00	\$62.84	\$0.00	\$62.84
Fleet	1.00	\$31.42	\$0.00	\$31.42

Total	300.00	\$9,745.80	\$2,280.22	\$12,026.02
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**City of Norman Facility Maintenance
December 2021 Monthly Hourly Materials Cost Report**

Custodial

City Hall	118.00	\$2,278.74	\$22.80	\$2,301.54
Bldg A	118.00	\$2,278.74	\$22.80	\$2,301.54
Bldg B	167.00	\$3,027.27	\$22.80	\$3,050.07
Bldg C	118.00	\$2,278.74	\$22.80	\$2,301.54
Fire Stations	16.00	\$407.84	\$2,244.92	\$2,652.76
Library	12.00	\$305.88	\$1,441.80	\$1,747.68
Total	549.00	\$10,577.21	\$3,777.92	\$14,355.13
Total	1438.25	\$38,837.51	\$37,815.73	\$76,653.24

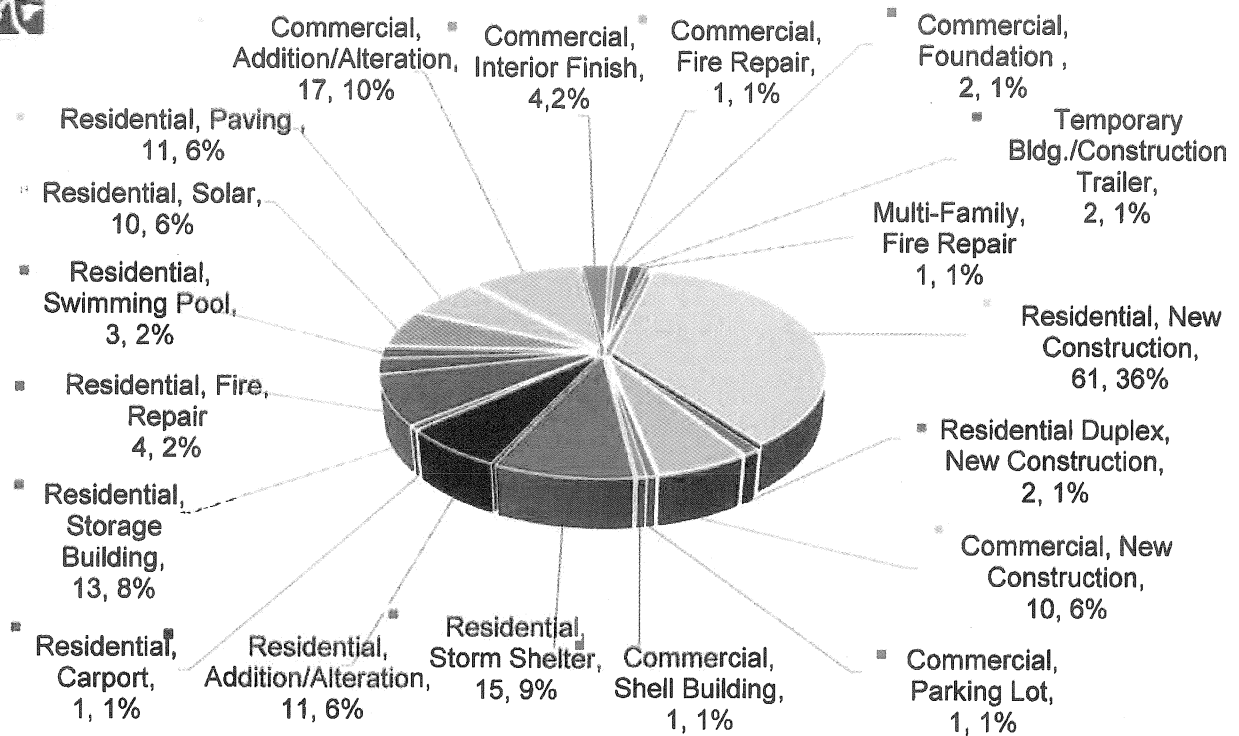
PLANNING AND COMMUNITY DEVELOPMENT 10



CITY OF NORMAN

DEVELOPMENT SERVICES DIVISION PERMIT ACTIVITY

DECEMBER 2021 REPORT



Permit Type	Count	Valuation
Residential, New Construction	61	\$ 14,832,076
Residential Duplex, New Construction	2	\$ 400,000
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	10	\$ 3,514,948
Commercial, Parking Lot	1	\$ 90,000
Commercial, Shell Building	1	\$ 735,000
Residential, Storm Shelter	15	\$ 66,900
Residential, Addition/Alteration	11	\$ 1,411,578
Residential, Carport	1	\$ 65,000
Residential, Storage Building	13	\$ 299,949
Residential, Fire Repair	4	\$ 90,000
Residential, Swimming Pool	3	\$ 195,000
Residential, Manufactured Home Repl	0	\$ -
Residential, Solar	10	\$ 234,217
Residential, Paving	11	\$ 362,850
Commercial, Addition/Alteration	17	\$ 3,300,768
Commercial, Interior Finish	4	\$ 277,000
Commercial, Fire Repair	1	\$ 200,000
Commercial, Foundation	2	\$ 5,010,000
Temporary Bldg./Construction Trailer	2	\$ 23,000
Multi-Family, New	0	\$ -
Multi-Family, Addition/Alteration	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	1	\$ 20,000
Group Quarters	0	\$ -
Total	170	\$ 31,128,286



CITY OF NORMAN
Building Permit Activity-DECEMBER 2021

	DESCRIPTION	2021 YEAR TO-DATE	VALUATION	2020 TOTALS	2020 TOTAL VALUATION
	Residential, New Construction.....	559	\$ 171,447,259	537	\$ 155,417,525
	Residential, New Dwelling Unit Attached.....	0	\$ -	-	\$ -
	Residential, New Manufactured Home.....	2	\$ 65,000	1	\$ 97,500
	Residential, New Non Dwelling Unit.....	0	\$ -	0	\$ -
	Residential Duplex, New Construction.....	2	\$ 400,000	8	\$ 1,880,000
	Residential, Garage Apartment.....	0	\$ -	0	\$ -
	Multi-Family, New Construction 3-4 DU.....	1	\$ 750,000	0	\$ -
	Multi-Family, New Construction 5+ DU.....	9	\$ 22,230,000	25	\$ 17,432,000
	Multi-Family, Fire Repair.....	13	\$ 284,798	3	\$ 63,128
	Multi-Family, Foundation.....	3	\$ 170,000	27	\$ 924,930
	Multi-Family, Addition/Alteration.....	2	\$ 16,000	0	\$ -
	Residential, Addition/Alteration.....	185	\$ 11,219,201	159	\$ 6,979,022
	Residential, Carport.....	4	\$ 73,710	10	\$ 37,344
	Residential, Storm Shelter.....	307	\$ 1,174,221	364	\$ 1,155,682
	Residential, Storage Building.....	141	\$ 4,708,996	156	\$ 4,819,011
	Residential, Fire Repair.....	31	\$ 1,558,116	23	\$ 1,241,786
	Residential, Swimming Pool.....	145	\$ 9,332,054	118	\$ 6,436,083
	Residential, Manufactured Home Replacement	7	\$ 582,151	7	\$ 493,288
	Residential, Solar.....	16	\$ 461,303		
	Residential, Paving.....	111	\$ 1,737,557	110	\$ 1,026,455
	Group Quarters.....	0	\$ -	3	\$ 27,809,773
	TOTAL	1538	\$ 226,210,366	1551	\$ 225,813,527
NON-RESIDENTIAL	Commercial, New Construction.....	51	\$ 263,453,985	62	\$ 59,513,823
	Commercial, New Shell Building.....	11	\$ 9,242,000	11	\$ 5,141,000
	Commercial, Addition/Alteration.....	143	\$ 45,783,076	150	\$ 50,146,843
	Commercial, Interior Finish.....	40	\$ 3,374,700	41	\$ 4,025,413
	Commercial, New Foundation.....	7	\$ 10,740,000	11	\$ 2,246,353
	Commercial, Fire Repair.....	8	\$ 888,000	4	\$ 1,050,000
	Commercial, Parking Lot.....	7	\$ 682,640	8	\$ 495,452
	Commercial, Temporary Bldg./Const Trailer....	29	\$ 351,391	24	\$ 690,229
	TOTAL	296	\$ 334,515,792	311	\$ 123,309,113
OTHER ACTIVITY	Electrical Permits.....	1663		1489	
	Heat/Air/Refrigeration Permits.....	1405		1381	
	Plumbing and Gas Permits.....	1891		1775	
	Sign Permits.....	475		357	
	Water Well Permits.....	44		31	
	Garage Sale Permits.....	782		631	
	Structure Moving Permits.....	16		15	
	Demo-Residential Permits.....	31		49	
	Demo-Non-Residential Permits.....	10		2	
	Temp. Const. Bldgs. & Roll-off Permits.....	173		148	
	Lot Line Adjustments Filed.....	25		12	
	Certificate of Occupancy (CO).....	1070		1102	
	All Field Inspections.....	27583		25135	
	Net Residential Demos & Removals.....	-28		-47	
	TOTAL VALUATION		\$ 560,726,158		\$ 349,122,640



City of Norman
BUILDING PERMITS AND INSPECTIONS

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

Permit Type	Contractor	Tenant Name	Permit #	Issued	Street #	Dir	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL ADD/ALT	MANHATTAN CONSTRUCTION	NPS-LINCOLN ELEMENTARY LIBRARY ADDITION	3440	12/1/2021	915		CLASSEN	BLVD		15	CLASSEN-MILLER ADDITION	R1	\$ 1,873,160	8902
COMMERCIAL ADD/ALT	MANHATTAN CONSTRUCTION	NPS-LINCOLN ELEMENTARY INTERIOR CLASSROOM RENOVATION	3442	12/1/2021	915		CLASSEN	BLVD		15	CLASSEN-MILLER ADDITION	R1	\$ 143,608	4378
COMMERCIAL ADD/ALT	TC GRISSOM BUILDING CO.	H INDUSTRIAL-WHITE BOX #130	4957	12/2/2021	5744		HUETTNER	CT	6	1	HUETTNER ADDITION SEC 3	H	\$ 60,000	1297
COMMERCIAL ADD/ALT	TC GRISSOM BUILDING CO.	H INDUSTRIAL-WHITE BOX #110	4858	12/2/2021	5744		HUETTNER	CT	6	1	HUETTNER ADDITION SEC 3	H	\$ 85,000	2534
COMMERCIAL ADD/ALT	MANHATTAN CONSTRUCTION	MOORE NORMAN TECH CENTER NEW WELLNESS CENTER	4888	12/1/2021	4701		12TH	AVE	7	2W	NOT SUBDIVIDED	A2	\$ 500,000	5102
COMMERCIAL ADD/ALT	ZERNCO, INC.	GREEN BUFFALO CANOPY ADDITION	4888	12/1/2021	4701		12TH	AVE	7	2W	NOT SUBDIVIDED	A2	\$ 500,000	5102
COMMERCIAL ADD/ALT	WILSON, BILL	GREEN BUFFALO CANOPY ADDITION	4890	12/22/2021	3024		CLASSEN	BLVD	4A	1	EMPIRE ADDITION	C2	\$ 458,000	3898
COMMERCIAL ADD/ALT	OWNER	EMERALD GEMINI MM GROW	4965	12/16/2021	3001		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	H	\$ 75,000	2120
COMMERCIAL ADD/ALT	SABRE INDUSTRIES	T MOBILE NEW ANTENNAS	5086	12/1/2021	7006		LAGO RANCHERO	DR	16	2	LAGO RANCHERO	A2	\$ 10,000	709
COMMERCIAL ADD/ALT	SABRE INDUSTRIES	T MOBILE REPLACE ANTENNAS	5124	12/14/2021	598		24TH	AVE	33	2W	NOT SUBDIVIDED	A2	\$ 25,000	15
COMMERCIAL ADD/ALT	AMERICAN TOWER CORPORATION	T MOBILE REPLACE ANTENNAS	5127	12/14/2021	3099		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	H	\$ 50,000	15
COMMERCIAL ADD/ALT	AMERICAN TOWER CORPORATION	T MOBILE REPLACE ANTENNAS	5160	12/8/2021	3198 S		BERRY	RD	12	3W	NOT SUBDIVIDED	C1	\$ 35,000	15
COMMERCIAL ADD/ALT	OWNER	OK ORGANIC HEALTH REMODEL	5161	12/8/2021	3099 E		IMHOFF	RD	3	2W	NOT SUBDIVIDED	C0	\$ 35,000	15
COMMERCIAL ADD/ALT	OWNER	PRIME ARCHITECTS AWNING	5168	12/2/2021	2596 W		TECUMSEH	RD	1	1	SHOPS AT TECUMSEH	C2	\$ 30,000	2500
COMMERCIAL ADD/ALT	PRECISION BUILDERS, LLC.	CLASSEN LANDING WHITE BOX #123	5254	12/7/2021	212 N		CRAWFORD	AVE	17	15	NORMAN, ORIGINAL TOWNSHIP	C3	\$ 3,000	60
COMMERCIAL ADD/ALT	PRECISION BUILDERS, LLC.	CLASSEN LANDING WHITE BOX #121	5559	12/16/2021	1915		CLASSEN	BLVD	32	2W	CLASSEN LANDING ADDITION	C2	\$ 10,000	1538
COMMERCIAL ADD/ALT	CHARDON BUILDERS, INC.	ST THOMAS MORE ORGAN INSTALLATION	5567	12/16/2021	1915		CLASSEN	BLVD	32	2W	CLASSEN LANDING ADDITION	C2	\$ 10,000	1381
COMMERCIAL FIRE REPAIR	OWNER	TRAVEL LODGE FIRE REPAIR	5660	12/30/2021	100		STINSON	ST	1A	1	ST THOMAS MORE CHURCH SEC 2	R1	\$ 100,000	100
COMMERCIAL FOUNDATION PERMIT	GE JOHNSON CONSTRUCTION	YOUNG FAMILY ATHLETIC CENTER	5425	12/8/2021	225		INTERSTATE	DR	1	1	HIBDON ADD	C2	\$ 200,000	500
COMMERCIAL FOUNDATION PERMIT	WILSON, BILL	GREEN BUFFALO FOUNDATION	4615	12/9/2021	2201		TRAE YOUNG	DR	1	1	YFAC ADDITION	PUD	\$ 5,000,000	108601
COMMERCIAL INTERIOR FINISH	PRECISION BUILDERS, LLC.	FIRST AMERICAN TITLE #117	5083	12/1/2021	3001		36TH	AVE	1	1	MASTERCRAFT PROPERTIES	H	\$ 10,000	2120
COMMERCIAL INTERIOR FINISH	TC GRISSOM BUILDING CO.	MACBAX LAND SURVEYING	3892	12/14/2021	2751		36TH	AVE	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 100,000	3879
COMMERCIAL INTERIOR FINISH	PRECISION BUILDERS, LLC.	STOIC STRENGTH & FITNESS	4889	12/2/2021	5744		HUETTNER	CT	6	1	HUETTNER ADDITION SEC 3	H	\$ 80,000	1780
COMMERCIAL INTERIOR FINISH	TCS CONSTRUCTION	PURE BARRE EXERCISE	5323	12/16/2021	2751		36TH	AVE	1	1	36TH NORTH BUSINESS PARK	PUD	\$ 50,000	2434
COMMERCIAL NEW CONSTRUCTION	COIL CONSTRUCTION	CLUB CAR WASH	5757	12/29/2021	1908		24TH	AVE	1	1	UNIVERSITY NORTH PARK 4 REPLAT	PUD	\$ 47,000	1400
COMMERCIAL NEW CONSTRUCTION	STORAGE OKLAHOMA, LLC.	STORAGE OKLAHOMA BLDG. #18	3667	12/9/2021	3451		CLASSEN	BLVD	16	2W	CLUB CAR WASH	C2	\$ 2,000,000	5871
COMMERCIAL NEW CONSTRUCTION	STORAGE OKLAHOMA, LLC.	STORAGE OKLAHOMA BLDG. #19	3746	12/3/2021	3451		12TH	AVE	16	2W	PARK HILL ADDITION SEC 4	PUD	\$ 109,360	3103
COMMERCIAL NEW CONSTRUCTION	STORAGE OKLAHOMA, LLC.	STORAGE OKLAHOMA BLDG. #20	3747	12/3/2021	3451		12TH	AVE	16	2W	PARK HILL ADDITION SEC 4	PUD	\$ 193,200	7000
COMMERCIAL NEW CONSTRUCTION	STORAGE OKLAHOMA, LLC.	STORAGE OKLAHOMA BLDG. #21	3748	12/3/2021	3451		12TH	AVE	16	2W	PARK HILL ADDITION SEC 4	PUD	\$ 281,888	8888
COMMERCIAL NEW CONSTRUCTION	STORAGE OKLAHOMA, LLC.	STORAGE OKLAHOMA BLDG. #22	3749	12/3/2021	3451		12TH	AVE	16	2W	PARK HILL ADDITION SEC 4	PUD	\$ 48,300	1750
COMMERCIAL NEW CONSTRUCTION	SOONER TRADITIONS, LLC.	PRESS AND PLOW RESTAURANT	3750	12/3/2021	3451		12TH	AVE	16	2W	PARK HILL ADDITION SEC 4	PUD	\$ 163,740	4750
COMMERCIAL NEW CONSTRUCTION	LAGERE, DAVID	NEW START FARMS GREENHOUSE #1	4847	12/10/2021	800 W		LINDSEY	ST	1	1	OAK RIDGE ADD	PUD	\$ 662,910	2328
COMMERCIAL NEW CONSTRUCTION	LAGERE, DAVID	NEW START FARMS GREENHOUSE #2	5310	12/21/2021	5501		BROWN	ST	5	1E	NOT SUBDIVIDED	A2	\$ 3,700	960
COMMERCIAL NEW CONSTRUCTION	TYLER SIGN COMPANY	CITY OF NORMAN BUS SHELTER	5311	12/21/2021	5501		BROWN	ST	5	1E	NOT SUBDIVIDED	A2	\$ 41,850	2100
COMMERCIAL NEW SHELL BLDG	TC GRISSOM BUILDING CO.	EQUITY REALTY BLDG. #3	5331	12/7/2021	108 W		ACRES	ST	30	2W	CITY PROPERTY	C3	\$ 10,000	35
COMMERCIAL PARKING LOT	SUN CONSTRUCTION SERVICES	ROSE ROCK VET PARKING EXPANSION	2659	12/2/2021	1910		RESEARCH PARK	BLVD	33B	3	NORMAN RESEARCH PARK	H	\$ 735,000	10500
TEMPORARY BLDG/CONST TRAILER	CAPSULE MANUFACTURING	GO BRANDS INC. FOOD CTCL	4859	12/2/2021	400		24TH	AVE	1	2	TWENTY-FOURTH AVE IND PARK	H	\$ 90,000	9000
TEMPORARY BLDG/CONST TRAILER	TC GRISSOM BUILDING CO.	TC GRISSOM CONSTRUCTION OFFICE	5139	12/8/2021	2000		RESEARCH PARK	BLVD	33B	3	NORMAN RESEARCH PARK	H	\$ 20,000	237
			5385	12/9/2021	3321 W		TECUMSEH	RD	1	1	CARRROLL FARM SEC. 4	PUD	\$ 3,000	190

TOTAL PERMITS 38

AVERAGE VALUATION \$346,071
TOTAL VALUATION \$13,150,716

AVERAGE PROJECT AREA 5,542
TOTAL PROJECT AREA 210,620

Permit Type	Permit Counts	Valuation	New Construction Business Information (New Construction and New Shell Building)			
COMMERCIAL ADD/ALT	17	\$ 3,300,766	Building Size (SF)	Use/Classification	Business	
COMMERCIAL FOUNDATION PERMIT	2	\$ 5,010,000				
COMMERCIAL FIRE REPAIR	1	\$ 200,000				
COMMERCIAL INTERIOR FINISH	4	\$ 277,000				
COMMERCIAL NEW CONSTRUCTION	10	\$ 3,514,948				
COMMERCIAL NEW SHELL BLDG	1	\$ 735,000	3,060	INDUSTRIAL	NEW START FARMS GREENHOUSE #1, AND #2	
COMMERCIAL PARKING LOT	1	\$ 90,000				
TEMPORARY BLDG/CONST TRAILER	2	\$ 23,000				
TOTAL	38	\$ 13,150,716				



City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued December 2021 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued			Lot	Block	Subdivision	Zoning	Valuation	Project #	RW	
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5238	12/6/2021	608	RIVERWALK	CT	3	3	SHADOWRIDGE ADD #4	R1	\$	4,095	35
1 & 2 FAMILY STORM SHELTER	OZ SAFEROOMS	5280	12/22/2021	425	TECUMSEH RIDGE	CT	35	4	BROOKHAVEN #36	R1	\$	11,025	33
1 & 2 FAMILY STORM SHELTER	OZ SAFEROOMS	5282	12/7/2021	817	KETTLE	RD	8	3	GREENLEAF TRAILS ADD #0	PUD	\$	11,025	33
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE SHELTERS	5346	12/8/2021	501 E	BROOKS	ST	37	10	SOUTHDRIDGE ADD	R1	\$	3,586	46
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	5349	12/8/2021	4305	BROWNWOOD	LN	1	5	CARRINGTON PLACE ADD #3	R1	\$	3,800	32
1 & 2 FAMILY STORM SHELTER	STORM SAFE	5438	12/8/2021	2816	TRENTON	RD	5	4	NORMANDY PARK	R1	\$	3,700	35
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5445	12/9/2021	4605	FLINT RIDGE	DR	4	1	BROOKHAVEN #33	R1	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5589	12/20/2021	1511	SUNSET	DR	7	1	EDGEEMERE 4TH ADD	R1	\$	5,600	46
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5590	12/20/2021	4100	BRIARCREST	DR	2	1	BROOKHAVEN #03	R1	\$	3,500	24
1 & 2 FAMILY STORM SHELTER	PREFERRED SHELTERS	5595	12/20/2021	437	FOREMAN	AVE	15	1	TOWN & COUNTRY ESTATES #2	R1	\$	3,300	46
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5803	12/17/2021	3008	CRUDEN	DR	11	4	CASCADE ESTATES PUD #5	PUD	\$	2,190	15
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5804	12/17/2021	3114	TARA	LN	14	1	HIGHLAND VILLAGE ADD SEC 2	R1	\$	2,190	15
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5805	12/17/2021	2900	SOUTHAMPTON	DR	24	2	ST JAMES PARK ADD 6	R1	\$	2,190	15
1 & 2 FAMILY STORM SHELTER	TORNADO SAFE, LLC	5812	12/17/2021	3528	CRAMPTON GAP	WAY	1	2	SPRINGS AT GREENLEAF TRAILS #2	PUD	\$	3,789	15
1 & 2 FAMILY STORM SHELTER	GROUND ZERO SHELTERS	5851	12/21/2021	3603	TIMBERBROOK	DR	13	12	VINTAGE CREEK ADDITION	PUD	\$	3,400	24
1 & 2 FAMILY, ADD OR ALTER	LAW CONSTRUCTION	5910	12/6/2021	518 S	LAHOMA	AVE	17	3	ROSS ADDITION	R1	\$	900,000	3066
1 & 2 FAMILY, ADD OR ALTER	APEX INVESTMENTS, LLC	5181	12/10/2021	1901	TEXAS	ST	6	8	FACULTY HEIGHTS ADD	R1	\$	30,000	1196
1 & 2 FAMILY, ADD OR ALTER	OWNER	5220	12/7/2021	514	MILLER	AVE	7	4	CLASSEN-MILLER ADDITION	R1	\$	50,000	1430
1 & 2 FAMILY, ADD OR ALTER	J. HOWELL CONSTRUCTION, INC.	5225	12/7/2021	4004	GRANGE HILL	WAY	6	2	CARRINGTON PLACE ADD #4	R1	\$	200,000	1732
1 & 2 FAMILY, ADD OR ALTER	OWNER	5268	12/3/2021	2305	INGELS	PL	7	1	HALLBROOKE ADD #6	R1	\$	55,000	360
1 & 2 FAMILY, ADD OR ALTER	OWNER	5309	12/3/2021	801	IOWA	ST	16	5	PARK ADD	R1	\$	62,000	1115
1 & 2 FAMILY, ADD OR ALTER	OWNER	5319	12/6/2021	334	GEORGE L CROSS	DR	3	2	JENNINGS ESTATES #1	R1	\$	2,500	300
1 & 2 FAMILY, ADD OR ALTER	OWNER	5329	12/6/2021	1314	SUNSET	DR	7	3	FUZZELLS ADD #2	R1	\$	30,000	2269
1 & 2 FAMILY, ADD OR ALTER	R & A CONCRETE CONSTRUCTION	5479	12/16/2021	3908 N	FLOYD COX	DR	11	1	PRIDE #130	RE	\$	37,000	460
1 & 2 FAMILY, ADD OR ALTER	OWNER	5487	12/10/2021	1009	WHISPERING PINES	DR	1	1	WHISPERING PINES ADD	R1	\$	10,676	1200
1 & 2 FAMILY, ADD OR ALTER	OWNER	5568	12/22/2021	9109	BENNY BRUCE	ST	9	5	PRIDE #331	RE	\$	15,000	200
1 & 2 FAMILY, CARPORT	MOHR CONSTRUCTION, LLC	5568	12/21/2021	503	TULSA	ST	29	3	SOUTHDRIDGE ADD	R1	\$	65,000	695
1 & 2 FAMILY, FIRE REPAIR	WELCO ELECTRIC(A/R)	5258	12/1/2021	424	SUNRISE	ST	8	6	SUNRISE HEIGHTS SEC #2	R1	\$	60,000	700
1 & 2 FAMILY, FIRE REPAIR	OWNER	5506	12/14/2021	1318	WHIPPOORWILL	DR	6	1	OAKHURST ADD	R1	\$	20,000	300
1 & 2 FAMILY, FIRE REPAIR	OWNER	5555	12/14/2021	1400	ED NOBLE	PKY			TURTLE CREEK MOBILE HOME PARK	RM4	\$	3,000	200
1 & 2 FAMILY, FIRE REPAIR	OWNER	5663	12/22/2021	1612	MOHAWK	RD	14		INDIAN HILLS ESTATES #2	RE	\$	7,000	400
1 & 2 FAMILY, PAVING	STEPHEN KING CONSTRUCTION LLC	4198	12/14/2021	1613	CHAMBLEE	DR	14	7	SHILOH HEIGHTS #3	NA	\$	308,000	248
1 & 2 FAMILY, PAVING	CHARLEYS CONCRETE & DRAINAGE	5153	12/6/2021	2420	LOVE OAK	DR	12	2	ROYAL OAKS ADD #8	R1	\$	1,450	144
1 & 2 FAMILY, PAVING	A & L CONCRETE	5257	12/22/2021	1002	ROBINHOOD	LN	12	1	SHERWOOD FOREST #1	R1	\$	4,800	416
1 & 2 FAMILY, PAVING	GIBBS, JEFF	5284	12/7/2021	4101	48TH	AVE	10	3W	NOT SUBDIVIDED	RE	\$	2,500	50
1 & 2 FAMILY, PAVING	BARCENAS CONCRETE	5288	12/3/2021	524 E	BOYD	ST	10	3	SOUTHDRIDGE ADD	R1	\$	5,200	1616
1 & 2 FAMILY, PAVING	OWNER	5322	12/7/2021	425	CHAUTAUQUA	AVE	12	1	HOWES ADD	R1	\$	9,000	455
1 & 2 FAMILY, PAVING	HAWKINS CONCRETE	5343	12/8/2021	861	KANSAS	ST	10	11	PARK ADD	R1	\$	5,000	358
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	5443	12/13/2021	2501	SMOKING OAK	RD	6	1	SMOKING OAK #2	R1	\$	7,500	744
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	5489	12/13/2021	1115	LOUISE	LN	6	5	NOT SUBDIVIDED	R1	\$	3,500	300
1 & 2 FAMILY, PAVING	SHEPPARD CONCRETE	5501	12/16/2021	530 S	FLOOD	AVE	5	1	WESTBROOK ADD	R1	\$	12,000	1450
1 & 2 FAMILY, PAVING	KATY CONSTRUCTION CO	5536	12/20/2021	810	MONNETT	AVE	20	4	STATE UNIVERSITY ADD	R1	\$	3,900	976
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	4791	12/2/2021	3602	TRUMAN	DR	10	2	INDEPENDENCE VALLEY SEC. #1	R1	\$	20,460	
1 & 2 FAMILY, SOLAR	DKIE SOLAR	4891	12/10/2021	509	LEOPARD LILY	DR	5	2	POPPY GROVE SEC 2	R1A	\$	18,500	
1 & 2 FAMILY, SOLAR	SHINE SOLAR DBA SHINE AIR	5271	12/3/2021	1913	LAKEHURST	DR	3	19	OAKHURST ADD #06	R1	\$	32,037	
1 & 2 FAMILY, SOLAR	SOLAR POWER OF OKLAHOMA	5293	12/3/2021	419 N	FINCLAY	AVE	2	3	COLLEYS #2	R1	\$	4,950	
1 & 2 FAMILY, SOLAR	PRO ELECTRIC	5434	12/10/2021	3901	ABINGDON	DR	1	14	BELLATONA SEC. #1	R1	\$	18,380	
1 & 2 FAMILY, SOLAR	GREEN LIGHT SOLAR	5504	12/13/2021	7202	SPRING VIEW	DR	1	2	VISTA SPRINGS ESTATES ADD 2	RE	\$	25,160	
1 & 2 FAMILY, SOLAR	REX VALOUCH ELEC(A/R)	5520	12/17/2021	927	MCCALL	DR	10	4	WILLOW BROOK ADD	R1	\$	35,250	
1 & 2 FAMILY, SOLAR	MASON PAGE ELECTRICAL SERVICES	5624	12/28/2021	1408	TEAKWOOD	DR	7	1	WOODCREEK ADD #8	R1	\$	28,000	
1 & 2 FAMILY, SOLAR	MASON PAGE ELECTRICAL SERVICES	5625	12/28/2021	1913	VANESSA	DR	15	4	CRESTLAND ESTATES #1	R1	\$	31,500	
1 & 2 FAMILY, SOLAR	PRO ELECTRIC	5649	12/28/2021	4621	OSPREY	DR	12	2	EAGLE CLIFF SOUTH ADD #7	R1	\$	20,000	
1 & 2 FAMILY, STORAGE BLDG	BETTER BARNS	5154	12/1/2021	11001	RED FERN	LN	11	1W	WOODLAND HILLS (SURVEY)	A2	\$	23,863	910
1 & 2 FAMILY, STORAGE BLDG	DERKSEN PORTABLE BUILDINGS	5256	12/3/2021	2201	DONNA	DR	19	5	BOYD VIEW #1	R1	\$	5,500	160
1 & 2 FAMILY, STORAGE BLDG	OWNER	5330	12/7/2021	4201	36TH	AVE	11	2W	NOT SUBDIVIDED	A2	\$	25,000	1200
1 & 2 FAMILY, STORAGE BLDG	AAA CONSTRUCTION	5349	12/7/2021	2201	78TH	AVE	20	1W	NOT SUBDIVIDED	A2	\$	52,297	1200
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	5458	12/13/2021	1004	VILLAVARDE	CIR	17	1	MONITOR RIDGE SEC. #2	PUD	\$	6,166	140
1 & 2 FAMILY, STORAGE BLDG	OWNER	5459	12/9/2021	2718	WOODBRIAR	DR	4	4	WOODCREST EST #4	R1	\$	904	160
1 & 2 FAMILY, STORAGE BLDG	SCISSORTAIL ROOFING & CONST.	5505	12/22/2021	2601	SMOKING OAK	RD	4	12	FOREST HILLS ADD	R1	\$	25,000	600
1 & 2 FAMILY, STORAGE BLDG	HARALSON RENOVATIONS	5581	12/17/2021	4501	72ND	AVE	6	3W	NOT SUBDIVIDED	A2	\$	50,000	1300
1 & 2 FAMILY, STORAGE BLDG	A&W CONSTRUCTION	5582	12/17/2021	3050	84TH	AVE	8	1W	NOT SUBDIVIDED	A2	\$	50,000	2400
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED	5593	12/20/2021	4016	WORTHINGTON	DR	3	5	CASTLEROCK ADD #5	R1	\$	5,600	120
1 & 2 FAMILY, STORAGE BLDG	TUFF SHED INC	5682	12/28/2021	2917	SUMMIT TERRACE	DR	2	3	SUMMIT LAKES ADD #6	R1	\$	5,619	140
1 & 2 FAMILY, STORAGE BLDG	OWNER	5706	12/30/2021	212 E	HUGHBERT	ST	13	8	J A JONES ADDITION	NA	\$	5,000	176
1 & 2 FAMILY, STORAGE BLDG	RICE, TRAVIS	5719	12/30/2021	2716	MEADOWBROOK	DR	3	5	BROAD ACRES SEC 1	R1	\$	45,000	384
1 & 2 FAMILY, SWIMMING POOL	S & S POOLS	5255	12/22/2021	213	TISBURY	RD	1	4	THE VINEYARD PHASE II	PUD	\$	50,000	800
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PATIO	5575	12/17/2021	1421	SKYLER	WAY	65	3	CEDAR LANE SEC #1	R1	\$	70,000	928
1 & 2 FAMILY, SWIMMING POOL	SPARTAN POOLS & PATIO	5579	12/17/2021	529	YARMOUTH	RD	12	12	VINEYARD PHASE III	R1	\$	75,000	1032

1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC	186	12/22/2021	2324	NORWOOD	DR	3	6	BELLATONA SEC. #2	R1	\$	138,780	2557
1 FAMILY, NEW CONSTRUCTION	WOODS, WILLIAM D.	3354	12/27/2021	501	SANTA FE	AVE	17	3	LARSH ADD #1	CCFB	\$	950,000	2952
1 FAMILY, NEW CONSTRUCTION	OWNER	5178	12/28/2021	201	72ND	AVE	29	1W	ALAMEDA 80 COS 1101-1	A2	\$	72,000	3200
1 FAMILY, NEW CONSTRUCTION	RED LEAF CONSTRUCTION, INC.	5179	12/21/2021	3431	ENCLAVE	PL	13	2	FOUNTAIN VIEW NORTH	PUD	\$	224,625	5739
1 FAMILY, NEW CONSTRUCTION	SMITH, MARTIN	5206	12/13/2021	5401	COTTONWOOD CREEK	DR	4	2	COTTONWOOD CREEK	RE	\$	800,000	6919
1 FAMILY, NEW CONSTRUCTION	HOMESTEAD CUSTOM HOMES & CONSR	5209	12/6/2021	1935	BURNING TREE	RD	2	4	HALLBROOKE ADD #6	R1	\$	250,000	4305
1 FAMILY, NEW CONSTRUCTION	HAMPTON HOMES, LLC	5267	12/6/2021	2505	SUMMIT CROSSING PKY	RD	2	2	SUMMIT LAKES ADD #11	R1	\$	325,260	3019
1 FAMILY, NEW CONSTRUCTION	ARMSTRONG HOMES	5278	12/10/2021	1824	BURNING TREE	RD	11	5	HALLBROOKE ADD #6	R1	\$	400,000	4434
1 FAMILY, NEW CONSTRUCTION	BYRD BUILDING	5288	12/29/2021	2700	CRITTENDEN LINK	RD	2	4	ASHTON GROVE ADD SEC 2	PUD	\$	1,200,000	6990
1 FAMILY, NEW CONSTRUCTION	HAMPTON HOMES, LLC	5308	12/6/2021	2904	SUMMIT CROSSING PKY	RD	7	4	SUMMIT LAKES ADD #11	R1	\$	326,000	3050
1 FAMILY, NEW CONSTRUCTION	GENESIS FINE HOMES, LLC.	5342	12/10/2021	3061	HUMMINGBIRD	CT	4	2	FROST CREEK ADD.	R1	\$	385,500	5029
1 FAMILY, NEW CONSTRUCTION	OWNER	5367	12/10/2021	6001	SAND HILL	CT	34	1W	NOT SUBDIVIDED	A2	\$	80,000	2300
1 FAMILY, NEW CONSTRUCTION	ARMSTRONG HOMES	5446	12/28/2021	2011	TURTLE CREEK	WAY	3	1	HALLBROOKE ADD #6	PUD	\$	270,000	2693
1 FAMILY, NEW CONSTRUCTION	ARMSTRONG HOMES	5447	12/22/2021	2012	TURTLE CREEK	WAY	3	2	HALLBROOKE ADD #6	PUD	\$	270,000	2816
1 FAMILY, NEW CONSTRUCTION	ARMSTRONG HOMES	5448	12/28/2021	2044	TURTLE CREEK	WAY	9	2	HALLBROOKE ADD #6	PUD	\$	270,000	2644
1 FAMILY, NEW CONSTRUCTION	RICHARDSON HOMES	5482	12/17/2021	6111	ROSE ROCK HILL	RD	19	1W	MILLER PINES NCOS	A2	\$	435,600	4409
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC.	5236	12/3/2021	1219	TORTOISE WOOD	RD	1	5	TURTLE CROSSING	PUD	\$	132,759	1753
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC.	5237	12/3/2021	1223	TORTOISE WOOD	RD	6	1	TURTLE CROSSING	PUD	\$	138,733	1637
1 FAMILY, NEW CONSTRUCTION	HOME CREATIONS, INC.	5359	12/13/2021	1140	OSPREY	DR	2	1	EAGLE CLIFF SOUTH ADD #7	R1	\$	163,000	2292
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC.	5461	12/18/2021	1203	TORTOISE WOOD	RD	1	1	TURTLE CROSSING	PUD	\$	138,733	1735
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC.	5462	12/18/2021	1207	TORTOISE WOOD	RD	2	1	TURTLE CROSSING	PUD	\$	132,759	1726
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC.	5463	12/18/2021	1211	TORTOISE WOOD	RD	3	1	TURTLE CROSSING	PUD	\$	138,254	1787
1 FAMILY, NEW CONSTRUCTION	COLONY FINE HOMES, LLC.	5464	12/18/2021	1215	TORTOISE WOOD	RD	4	1	TURTLE CROSSING	PUD	\$	138,733	1793
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5494	12/20/2021	3916	BLACK MESA	RD	17	1	RED CANYON RANCH SEC 7	PUD	\$	275,310	3059
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5495	12/20/2021	3048	WISTER	RD	5	2	GREENLEAF TRAILS ADD 11	PUD	\$	147,000	2280
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5507	12/20/2021	3040	WISTER	RD	3	2	GREENLEAF TRAILS ADD 11	PUD	\$	179,010	2658
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5508	12/20/2021	3044	WISTER	RD	4	2	GREENLEAF TRAILS ADD 11	PUD	\$	193,230	2696
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5509	12/20/2021	3051	WISTER	RD	1	3	GREENLEAF TRAILS ADD 11	PUD	\$	167,130	2452
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5510	12/20/2021	3106	WISTER	RD	7	2	GREENLEAF TRAILS ADD 11	PUD	\$	159,120	2411
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5511	12/20/2021	3110	WISTER	RD	8	2	GREENLEAF TRAILS ADD 11	PUD	\$	176,760	2676
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5512	12/20/2021	3122	WISTER	RD	10	2	GREENLEAF TRAILS ADD 11	PUD	\$	179,010	2746
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5513	12/20/2021	3125	WISTER	RD	11	2	GREENLEAF TRAILS ADD 11	PUD	\$	150,840	2257
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5514	12/20/2021	3130	WISTER	RD	12	2	GREENLEAF TRAILS ADD 11	PUD	\$	151,000	2241
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5515	12/20/2021	3134	WISTER	RD	13	2	GREENLEAF TRAILS ADD 11	PUD	\$	170,000	2504
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5524	12/20/2021	3150	WISTER	RD	17	2	GREENLEAF TRAILS ADD 11	PUD	\$	148,200	2143
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5525	12/20/2021	3117	WISTER	RD	5	1	GREENLEAF TRAILS ADD 11	PUD	\$	178,000	2786
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5527	12/20/2021	3138	WISTER	RD	14	2	GREENLEAF TRAILS ADD 11	PUD	\$	158,400	2439
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5528	12/20/2021	3118	WISTER	RD	9	2	GREENLEAF TRAILS ADD 11	PUD	\$	160,400	2521
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5529	12/27/2021	2948	BLUE FISH	RD	1	5	GREENLEAF TRAILS ADD 11	PUD	\$	158,300	2233
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5530	12/27/2021	603	RED CEDAR	WAY	1	4	GREENLEAF TRAILS ADD 11	PUD	\$	154,700	2387
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5559	12/29/2021	2902	GULLIVER	ST	5	3	TRAILWOODS SEC 12	PUD	\$	159,480	1772
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5561	12/29/2021	2912	ZARA	ST	1	3	TRAILWOODS SEC 12	PUD	\$	210,330	2337
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5565	12/29/2021	2947	WISTER	RD	14	3	GREENLEAF TRAILS ADD 11	PUD	\$	150,800	2480
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5590	12/29/2021	2908	ZARA	ST	2	2	TRAILWOODS SEC 12	PUD	\$	198,810	2209
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5591	12/29/2021	2900	ZARA	ST	4	2	TRAILWOODS SEC 12	PUD	\$	166,590	1851
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5594	12/29/2021	1129	PIPER	ST	2	1	TRAILWOODS SEC 12	PUD	\$	171,270	1903
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5585	12/29/2021	2918	GULLIVER	ST	9	3	TRAILWOODS SEC 12	PUD	\$	166,860	1854
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5586	12/29/2021	2903	GULLIVER	ST	5	4	TRAILWOODS SEC 12	PUD	\$	182,340	2026
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5591	12/29/2021	2919	GULLIVER	ST	1	4	TRAILWOODS SEC 12	PUD	\$	160,650	1785
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5592	12/29/2021	1121	PIPER	ST	4	1	TRAILWOODS SEC 12	PUD	\$	175,230	1947
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5593	12/29/2021	1109	PIPER	ST	7	1	TRAILWOODS SEC 12	PUD	\$	157,770	1753
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5594	12/29/2021	1125	PIPER	ST	3	1	TRAILWOODS SEC 12	PUD	\$	162,270	1803
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5595	12/29/2021	2917	ZARA	ST	1	3	TRAILWOODS SEC 12	PUD	\$	192,600	2140
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5596	12/29/2021	1133	PIPER	ST	1	1	TRAILWOODS SEC 12	PUD	\$	187,200	2080
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5597	12/29/2021	2905	ZARA	ST	3	4	TRAILWOODS SEC 12	PUD	\$	164,160	1824
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5598	12/29/2021	2913	ZARA	ST	2	3	TRAILWOODS SEC 12	PUD	\$	159,350	2215
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5599	12/29/2021	2909	ZARA	ST	3	3	TRAILWOODS SEC 12	PUD	\$	172,989	1922
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5700	12/29/2021	2904	ZARA	ST	3	2	TRAILWOODS SEC 12	PUD	\$	166,120	2058
1 FAMILY, NEW CONSTRUCTION	IDEAL HOMES OF NORMAN	5702	12/29/2021	1117	PIPER	ST	5	1	TRAILWOODS SEC 12	PUD	\$	170,100	1890
1 FAMILY, NEW CONSTRUCTION	TUCKER HOUSE, LLC	5542	12/22/2021	1241	HONEYBEE	CT	36	2	FROST CREEK ADD.	PUD	\$	600,000	5198
1 FAMILY, NEW CONSTRUCTION	TUCKER HOUSE, LLC	5544	12/22/2021	3410	DRAGONFLY	RD	38	2	FROST CREEK ADD.	PUD	\$	600,000	4986
2 FAMILY, NEW CONSTRUCTION	MURFIELD HOMES	5210	12/21/2021	217	MCCULLOUGH	RD	19	2	STATE UNIVERSITY ADD	CCFB	\$	200,000	2226
2 FAMILY, NEW CONSTRUCTION	MURFIELD HOMES	5211	12/21/2021	215	MCCULLOUGH	RD	19	2	STATE UNIVERSITY ADD	CCFB	\$	200,000	2226
3+ FAMILY, FIRE REPAIR	IREO CONSTRUCTION	5711	12/30/2021	1303	TECUMSEH	RD	12	3W	ARTISAN CROSSING ADDIT	PUD	\$	20,000	100
TEMPORARY ROLL-OFF, OTHER	PATEL, SARESHBHAI (SAM)	5428	12/8/2021	225	INTERSTATE	DR	1	1	HIBDON ADD	C2	\$	-	40
TEMPORARY ROLL-OFF, OTHER	THOMPSON, BOB	5578	12/15/2021	2179	INDUSTRIAL	BLVD	29	3	NORMAN INDUSTRIAL TRACT	I2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	WARD, JEANETTE	5294	12/1/2021	1525	EISENHOWER	RD	7	4	NORTH ACRES	NA	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	GARDER, ROBERT L	5327	12/6/2021	4331	WILLOWPOINT	DR	16	7	WILLOWWAY ESTATES	RM2	\$	-	10
TEMPORARY ROLL-OFF RESIDENTIAL	HUSKEY, BENJAMIN	5336	12/3/2021	710	EUFALLA	ST	4	56	NORMAN, ORIGINAL TOWNSHIP	R2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	INDIAN LAND	5338	12/3/2021	17974	TECUMSEH	RD	15	1E	INDIAN LAND	A2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	MCALLISTER, LISA	5340	12/3/2021	7555	LETT	CR	25	1W	LETT FARMS COS	A2	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	WEATHERHOLT, MICHAEL AUBREY &	5500	12/13/2021	2449	SMOKING OAK	RD	1	1	SMOKING OAK #1	R1	\$	-	40
TEMPORARY ROLL-OFF RESIDENTIAL	SKINNER, CYNTHIA	5577	12/15/2021	13400	CHAPARRAL	RD	2	12	THUNDERBIRD HILLS	RE	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	HENSEN, CAROLYN	5609	12/17/2021	1904	SUNFLOWER	CR	5	8	PRAIRIE CREEK	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	SAGEBIE, BRYAN K	5638	12/20/2021	3413	BRIGHT	ST	7	2	CASCADE ADDITION	R1	\$	-	0
TEMPORARY ROLL-OFF RESIDENTIAL	BARTMESS, LEVI	5708	12/28/2021	2501	WEYMOUTH	PL	5	1	WOODLAKE ESTATES #2	R1	\$	-	0
TOTAL PERMITS (EXCLUDING TEMP ROLL-OFF)		132	AVERAGE VALUATION		\$	136,194		AVERAGE PROJECT AREA		\$	1,698		
			TOTAL VALUATION		\$	17,977,570		TOTAL PROJECT AREA		\$	207,100		

Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts
1 & 2 FAMILY, STORM SHELTER	15		\$ 68,900	RESIDENTIAL STORAGE CONTAINER	0
1 & 2 FAMILY, ADD OR ALT	11		\$ 1,411,578	TEMPORARY ROLL-OFF, RESIDENTIAL	10
1 & 2 FAMILY, CARPORT	1		\$ 85,000	TEMPORARY ROLL-OFF, OTHER	2
1 & 2 FAMILY, FIRE REPAIR	4		\$ 90,000	SEASONAL STORAGE CONTAINER	0
1 & 2 FAMILY, PAVING	11		\$ 362,850		
1 & 2 FAMILY, SOLAR	10		\$ 234,217		
1 & 2 FAMILY, STORAGE BLDG	13		\$ 289,949		
1 & 2 FAMILY, SWIMMING POOL	3		\$ 195,000		
1 FAMILY, MANUFACTURED HOME REPLACEMENT	0		\$ -		
1 FAMILY, MANUFACTURED HOME NEW	0		\$ -		
1 FAMILY, NEW CONSTRUCTION	61		\$ 14,832,076		
2-FAMILY, NEW CONSTRUCTION	2		\$ 400,000		
3-FAMILY, NEW CONSTRUCTION	0		\$ -		
3-FAMILY, FIRE REPAIR	1		\$ 20,000		
3+ FAMILY, FOUNDATION	0		\$ -		
3+ FAMILY, ADD/ALT	0		\$ -		
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
TOTAL	132		\$ 17,977,570		
				TOTAL DEMO-NET DWELLING UNITS	-2

POLICE

11



Administrative Summary

December 2021 Summary

Operations

1/3/2022



Part I Crimes	2021	Current	2020	2019	2021	Year-To-Date	2020	2019
		MONTH 5YR AVG				YTD 5YR AVG		
Murder	0	1	1	1	2	4	5	3
Rape	1	4	4	3	61	60	38	62
Robbery	0	6	5	3	31	56	52	46
Agg. Assault	17	15	21	13	249	184	251	183
Burglary	52	53	43	44	521	654	529	536
Larceny	205	229	243	219	2,864	2,882	2,655	2,616
Motor Vehicle Theft	31	31	45	23	517	355	457	363
Arson	0	1	0	0	6	6	7	11
Part I Totals:	306		362	306	4,251		3,994	3,820
Part II Crimes								
DUI/APC	30	35	20	47	299	431	358	534
Drunkenness	34	44	24	35	438	632	414	581
Drug Violations	33	64	33	67	387	1,001	507	991
Forgery	9	11	19	10	134	212	135	175
Vandalism	71	81	70	90	1,102	944	899	962
Others	358	NA	350	423	4,602	NA	4,869	4,673
Part II Totals:	535		516	672	6,962		7,182	7,916
Total Reported Crime:	841		878	978	11,213		11,176	11,736
Other Reported Activity								
Public Peace Reports	201	189	163	221	2,366	2,253	2,296	2,382
Warrants Served	81	105	97	109	994	1,474	1,126	1,711
Other Reports Totals:	282		260	330	3,360		3,422	4,093
Total Case Reports:	1,123		1,138	1,308	14,573		14,598	15,829
Collisions								
Fatality	1	0	2	0	7	7	11	4
Injury	59	63	32	50	692	703	553	667
Non-Injury	143	134	57	134	1,431	1,653	1,187	1,539
Total Collisions:	203		91	184	2,130		1,751	2,210
Call for Service								
CAD Activity (All Other CFS)	3,636		3,439	3,327	41,662		36,892	38,541
Calls for Service (Only Police)	6,316		5,639	7,440	76,971		82,161	101,297
Total CFS:	9,952		9,078	10,767	118,633		119,053	139,838
Police Only CFS								
CFS - Citizen Initiated	4,949	4,582	4,227	4,551	59,077	60,090	56,335	59,319
CFS - Officer Initiated	1,367	2,741	1,412	2,889	17,894	35,846	25,826	41,978
Total Police Only CFS:	6,316		5,639	7,440	76,971		82,161	101,297
Citations & Warnings:								
Citations	246		425	967	5,832		9,950	15,869
Warnings	614		819	1,695	9,168		15,378	24,467
Total Citations & Warnings:	860		1,244	2,662	15,000		25,328	40,336

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

** Five Year Average based on 2015 to 2019

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

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report December 2021



IN SHELTER ANIMAL COUNTS

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	31	23	54	67	47	114	60	111%
Ending	46	20	66	78	35	113	47	71%

ANIMAL INTAKES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	64	25	89	83	41	124	35	39%
Owner Relinquish	11	11	22	24	34	58	36	164%
Owner Intended Euth	2	0	2	0	0	0	(2)	-100%
Transfer In	0	13	13	0	0	0	(13)	-100%
Other Intakes*	18	3	21	6	2	8	(13)	-62%
Returned Animal	12	3	15	8	5	13	(2)	-13%
TOTAL LIVE INTAKES	107	55	162	121	82	203	41	25%

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

OTHER STATISTICS

	2020		2021		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	5	5	1	1	(4)	-80%
Dog Collected (DOA)	1	1	2	2	1	100%
Cat Collected (DOA)	0	0	0	0	0	
Wildlife Transferred	0	0	0	0	0	
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	18	18	0	0	(18)	-100%
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	1	1	1	
Intake Pigs	0	0	0	0	0	
Intake Other	0	0	0	0	0	
TOTAL OTHER ITEMS	24	24	4	4	(20)	-83%

LENGTH OF STAY (DAYS)

	2020	2021
Dog	12.4	19.5
Puppy	3.8	7.8
Cat	13.4	13.1
Kitten	3.5	5.6

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	101	31	0	132

Norman Animal Welfare Monthly Statistical Report

December 2021



LIVE ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	39	39	78	51	78	129	51	65%
Return To Owner	35	2	37	38	4	42	5	14%
Transferred Out	14	11	25	16	7	23	(2)	-8%
Returned in Field	0	3	3	0	3	3	0	0%
Other Outcome	0	0	0	0	0	0	0	0%
TOTAL LIVE OUTCOMES	88	55	143	105	92	197	54	38%

OTHER ANIMAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	1	0	1	0	0	0	(1)	-100%
Lost in Care	0	0	0	0	0	0	0	0%
Shelter Euth	3	3	6	5	2	7	1	17%
Owner Intended Euth	2	0	2	0	0	0	(2)	-100%
TOTAL OTHER OUTCOMES	6	3	9	5	2	7	(2)	-22%

TOTAL OUTCOMES

	2020			2021			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	88	55	143	105	92	197	54	38%
Total Other Outcomes	6	3	9	5	2	7	(2)	-22%
TOTAL OUTCOMES	94	58	152	110	94	204	52	34%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	0	1	0	1	14%
Medical - Injured	0	1	0	1	14%
Behavior - Aggressive	5	0	0	5	71%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	5	2	0	7	

MONTHLY LIVE RELEASE RATE

2020	2021
95.3%	96.6%

Live Outcomes / (Total Outcomes - Owner Int Euth)



Monthly Service By Assignment

August 2021 to December 2021

Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Aug 2021 Hours	Sep 2021 Hours	Oct 2021 Hours	Nov 2021 Hours	Dec 2021 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	415:45	199:00	234:00	187:00	0:00	1,035:45
	NAWC-Bather / Groomer	5:46	2:00	1:40	3:58	0:00	13:24
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	22:47	28:22	30:01	23:44	28:25	133:19
	NAWC-Community Outreach Volunteer	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Dog Handler	52:38	42:02	66:23	60:53	69:12	291:08
	NAWC-Foster Program	72:00	58:00	53:00	21:00	19:00	223:00
	NAWC-Kennel Assistant	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	6:04	8:02	11:01	7:31	2:34	35:12
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Orientation	2:00	12:00	3:00	5:00	6:00	28:00
	NAWC-Photographer	0:00	0:00	0:00	0:00	0:50	0:50
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	0:00	0:00	0:00	0:00	0:00	0:00
	Total	577:00	349:26	399:05	309:06	126:01	1,760:38
Grand total		577:00	349:26	399:05	309:06	126:01	1,760:38

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

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed two (2) Final Plats to the Development Committee; one (1) Rural Certificate of Survey and four (4) Preliminary Plats for Planning Commission and one (1) Final Plat to City Council. The Development Engineer reviewed 21 sets of construction plans and 4 punch lists. There were 158 permits reviewed and/or issued. Fees were collected in the amount of \$5,297.71.

CAPITAL PROJECTS:

Robinson Street West of I-35 Widening Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Completed pavement removal, grading subgrade stabilization and asphalt base installation in Phase 4A, the south leg of Rambling Oaks Drive.
- Finished the reinforced concrete box installation on the south side of Robinson Street between Interstate Drive and Rambling Oaks Drive.
- ONG began addressing a utility conflict with a relocated gas line that is in conflict with the project.

Porter Avenue and Acres Street Intersection 2019 Bond Project:

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Began installation of traffic signals*
- *Finished installation of sod*
- *Awaiting delivery of pedestrian push button poles to complete signal installation*
- Roadway is currently open with temporary two-way stop condition on Acres.

Sidewalk Programs:

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

Citywide Sidewalk Reconstruction				
FYE 22 Projects Completed	FYE 22 Citizen Contributions	Total Open Projects	Open Projects Estimate	Open Projects Scheduled: City Responsibility/Resident Participation
51	\$21,918.48	14	\$24,529.51	0

FYE 2022 Capital Improvement Project – 24th Avenue NW. Bids were received on August 5, 2021 and the project was awarded to Parathon Construction by City Council on September 14, 2021. This project addresses a significant portion of the City of Norman's 2018 Americans with Disabilities Act Transition Plan. The 24th Avenue project area is large and is broken down into four phases. This construction addresses Phase I and includes significant repairs along a 1.1-mile sidewalk corridor on 24th Avenue NW, from Main Street to Robinson Street (east side) and comprises 1365 square yards of sidewalk repairs, 800 square yards of driveway approach reconstruction and 216 square yards of ramps and curb cuts. The project began November 8, 2021 and is currently 55% complete. Change Order #1 was approved by Council on December 14, 2021, which increased the contract amount by \$120,066.00 enabling a continuation into Phase II of the project. Phase II consists of the same stretch as Phase I, but along the west side of 24th Avenue NW and is projected to begin March 1, 2022. Phase III and IV, which continues along the east and west sides of 24th Avenue SW, from Main Street to Lindsey Street will be programmed for future years.

STREET MAINTENANCE BOND PROJECTS:

2022 Urban Concrete

Bid 1

During the month of December, EMC completed work on Bid 1.

Bid 2

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

Imhoff Bridge Emergency Repairs Project

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

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

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

During the month of December, Haskell Lemon Construction Co. completed all concrete work on the South side of the bridge including both wing walls, apron, and curtain wall. Haskell Lemon also began excavation on the North side of the bridge as well as backfilling operations on the South side.

PUBLIC TRANSIT

Public Transit Response to COVID-19 (coronavirus)

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

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

Battery Electric Bus Purchases

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

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

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

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

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

Construction of the Transit Operations and Maintenance Facility

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

The project involves the following items:

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

*Monthly Progress Report
Public Works (December 2021)*

The contractor's activities this month were as follows:

- Completed east entry and gate
- Completed detention pond excavation and structures
- Continued startup of building MEP
- Installed Networking equipment
- Began construction of west entry and gate on Da Vinci Street
- Plumbing and bathroom fixtures installation completed
- Counter top construction complete
- LVT flooring continued in Transit Building
- Drop ceilings complete
- Polished concrete flooring in both buildings complete
- Interior door installation is complete
- Fence construction continued
- Security and Access system installation is in progress
- Office furniture installed
- NAPA Parts room shelving installed
- TV's installed in conference rooms
- EV and CNG equipment delivered to site
- Gas Meters installed
- All tile and interior finishes complete
- Bathroom fixtures installed

Transit Monthly Performance Report

Attached is the transit performance report for November 2021.

STREETS DIVISION

CAPITAL PROJECTS:

72ND AVENUE NE: ALAMEDA STREET TO ROBINSON STREET

Streets crews worked an overlay at 72nd Avenue NE: Alameda Street to Robinson Street and required 2,980.09 tons of asphalt for the repair.

72ND AVENUE NW: FRANKLIN ROAD TO SOUTH END

Streets crews worked an overlay at 72nd Avenue NW: Franklin Road to South End and required 809.85 tons of asphalt for the repair.

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

Streets crews replaced damaged concrete panels on Town and Country Estates-North Westchester Avenue to North Sherry Avenue. This repair required 147.50 cubic yards of concrete and resulted in over 400 square yards repaired.

1213 DUSTIN DRIVE (VALLEY GUTTER PROGRAM)

Streets crews worked valley gutter repair at 1213 Dustin Drive and required 30.82 tons of asphalt for the repair.

ASPHALT OPERATIONS:

2919 MEADOW AVENUE – DEEP PATCH

Streets crews worked deep patch at 2919 Meadow Avenue and required 19.25 tons of asphalt for the repair.

CHAUTAUQUA AVENUE AND BROOKS STREET-DEEP PATCH

Streets crews worked deep patch at Chautauqua Ave and Brooks Street and required 47.92 tons of asphalt for the repair.

CONCRETE OPERATIONS:

2919 MEADOW AVENUE

Streets crews replaced damaged concrete panels on 2919 Meadow Avenue. This repair required 8.50 cubic yards of concrete and resulted in over 17.50 square yards repaired.

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 4.01 tons of asphalt was utilized in routine pothole patching operations.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 11 work order requests and closed 10 work orders.

INFRASTRUCTURE MAINTENANCE

The Channel Maintenance crew removed drifts and cleared debris from several locations along Imhoff, Bishop and Hollywood Chanel, which resulted in 17 tons of debris removed. The Channel Maintenance Crew removed debris at a flume on Glenn Oaks Drive totaling 2 tons. The Channel Maintenance crew also removed 22 tons of debris and sediment from Merkle creek north of Iowa street. The Maintenance crew reshaped the ditch line at two separate locations on the east side, one at Lindsey and Deerfield and the other at 4100 36th AVE NE, removing 3 tons of dirt to reestablish the ditch line to prevent water from freezing on road. The crew checked 30 inlets and cleaned 12 inlets totaling .5 tons of debris removed.

CHANNEL MAINTENANCE

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

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

A total of 209 lane miles were swept in December resulting in the removal of approximately 86.74 tons of debris from various curb lined streets throughout the city. The crew also checked 250 linear feet of pipe with camera truck at the Porter reconstruct project and 905 linear feet at Woodland and Burton streets. The crew checked 106 inlets and cleaned 51 inlets totaling 1.5 tons of debris removed.

STORMWATER OKIE LOCATES

During the month of December, 2976 Call 811 Okie Spots were received. Of those requests, 90 were stormwater pipe locates, 48 were marked, and 346 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 53 inspections of 122 active sites.

Issued 0 citations and 0 NOV to active sites.

Issued 2 Earth Change Permits to new projects.

MS4 OPERATIONS

Received and responded to 9 citizen calls.

Conducted 0 outfall inspections.

Conducted 0 detention/retention pond inspections.

On December 4, Michelle Chao facilitated a clean-up event at Griffin Community Park.

On December 8, Michelle Chao and Stuart Shumate presented the EnviroScape watershed model at Eisenhower Elementary School.

On December 18, clean-up supplies were provided for a clean-up event at Lions Park.

FLEET DIVISION

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

FUEL REPORT

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

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

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

MAINTENANCE REPORT

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

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

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

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

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

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

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

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

PRODUCTIVITY REPORT

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

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

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

December 2021
DEVELOPMENT COORDINATION, ENGINEERING
AND PERMIT REVIEW

Subdivision Development:

FYE 2022 Associated Fees

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

*Norman Rural Cert of Survey... 1
 *Final Plats..... 2
 *Preliminary Plats..... 4
 *Short Form Plat..... 0
 *Center City Form Based Code.. 0
 *Concurrent Constr. Request..... 0

City Council Review:

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

\$ 1,420.00

Development Committee:

Final Plats..... 0

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

Subtotal: \$1,420.00 \$11,200.00 \$35,330.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 60
 ***Commercial..... 12
 Multi-Family..... 0
 Addition/Alteration..... 24
 House Moving..... 0
 Paving Only..... 10
 Storage Building..... 12
 Swimming Pool..... 5
 Storm Shelters..... 13
 Public Improvements..... 2
 Temporary Encroachments..... 0
 Fire Line Pits/Misc..... 0
 Franchise Utilities 20
 Other revenue 0
 Flood Plain (@\$100.00 each)..... 0

Total Permits.....

Grand Total.....

****Construction Plan Review Occurrences

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

\$0.00	\$10.00		
\$0.00	\$300.00		\$1,200.00
\$3,877.71	\$9,038.37		\$24,475.30
\$5,297.71	\$20,548.37		\$61,015.30
21	29		139
4	6		30

* 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 2021

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

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	4	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	60	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	12	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	21	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	2	100%



Summary of Services Table: November 2021

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

EMBARK Norman Service Summary	ADP Nov FY22	FY22 YTD	FY21 YTD	Service Profile	Nov FY22	Nov FY21	Oct FY22
Fixed Routes (M-F)	952	96,175	77,150	Weekdays	21	20	21
Fixed Routes (Sat)	393	8,118	4,847	Saturdays	4	4	5
PLUS (M-F)	81	8,338	6,560	Gamedays	1	1	2
-Zone 1*	65	6,593	5,228	Holidays	0	2	0
-Zone 2**	16	1,745	1,332	Weather	1	0	1
PLUS (Sat)***	19	319	208	Fiscal YTD Days	128	123	103
				Cal. YTD Days	281	251	256

* Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 22 YTD	FY 22 Targets	
# of Norman fixed-route passenger trips provided	104,293	265,054	▲
# of Norman paratransit trips provided	8,657	19,000	●
% of on-time Norman paratransit pick-ups	98.31%	95.00%	●
# of Norman bus passengers per service hour, cumulative	13.15	13.14	●
# of Norman bus passengers per day, average	816	N/A*	N/A*
% of Norman required paratransit pick-ups denied due to capacity	0.02%	N/A*	N/A*

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STREET DIVISION					
	FYE 2022 December 2021	FYE 2022 December 2021	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours	100%	100%	100%	100%	95%
(tons of material used)	4.01		49.49		
Overlay/pave 10 miles per year.	1.00	10%	11.25	113%	100%
Replace 2,000 square yards of concrete pavement panels	400.00	20%	1,777.00	89%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	14.50	3%	79.50	19%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	-	0%	12,839,148.50	101%	100%
Mow 148 miles of Rural Right-of-way three times per year	-	0%	1,064.00	240%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	-	0%	-	0%	0%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Complete all selected projects for the bond year within the same fiscal year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2022

STORMWATER DIVISION					
	FYE 2022 December, 2021	FYE 2022 December, 2021	Year to Date	Year to Date	FYE 2022
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	209.00	42%	2,758.00	46%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	134.00	1%	4,997.00	50%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	5,800.00	0%	3,929,531.00	29%	90%
Apply chemical vegetative control to open drainage channels, one time per year.	-	0%	-	0%	90%
Permit all earth disturbing operations over 1 acre in size.	2.00	95%	15.00		95%
Permit all floodplain activities as appropriate.	4.00	4%	13.00		100%
Submit all necessary reports and documentation as required to comply with state stormwater regulations within 15 days of deadlines. (1)	-	0%	1.00		100%
Perform erosion control inspections of permitted sites within 30 days.	53.00	43%	615.00		100%
Respond to stormwater complaints within 24 hours of the time reported	9.00	100%	110.00		100%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	5.00		100%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

December 2021

IN GALLONS	FYE 2022	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	19,215.00	17,513.00	19,124.95
Outside - sublet	1,619.00	963.00	4,449.23
TOTAL	20,834.00	18,476.00	23,574.18
	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
TOTAL Consumption	18,178.85	17,065.28	52,446.36
			<u>PUBLIC CNG CONSUMED</u>
			4,449.23

FYE 2022 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	117,528.80	127,008.50	201,166.26	25,851.25

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$2.35	Low	\$1.96	UNLEADED	High	\$2.35	Low	\$1.96
DIESEL	High	\$2.44	Low	\$2.06	DIESEL	High	\$2.44	Low	\$2.06
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.49	Low	\$1.49

FASTER CONSUMABLE PARTS PURCHASED				PUBLIC CNG SALES	
REPAIR PARTS	\$84,646.95			Month Total Public CNG Sales	\$6,315
BATTERIES	\$2,714.70			FYE 2022 To Date Public Sales	\$38,210
OILS/FLUIDS	\$5,510.64			LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$29,048.60			Total Sold Gallons Life To Date	989,487
SUBLET REPAIRS	\$43,445.16			Total Gross Sales Life To Date	\$1,419,816
				Life To Date CNG Gas Gallon Equivalent	
TOTAL SPENT ALL parts/sublet	\$165,366.05			Total Public/City Through-Put CNG Gallons @ Statio	2,706,177

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	1	4	39
EMERGENCY ROAD CALLS	3	1	5	42
PM SERVICES	93	85	96	690
INCLEMENT WEATHER	2	4	13	20
WORK ORDERS	231	237	300	1,883
SCHEDULED REPAIRS	107	114	118	776
NON SCHEDULED REPAIRS	69	73	77	522

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	3	4	12	51
EMERGENCY ROAD CALLS	23	14	15	145
PM SERVICES	41	39	59	313
INCLEMENT WEATHER	0	0	0	1
WORK ORDERS	203	208	256	1,754
SCHEDULED REPAIRS	57	58	89	432
NON SCHEDULED REPAIRS	121	120	135	1,003

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	2	1	20
EMERGENCY ROAD CALLS	0	0	0	1
PM SERVICES	12	17	10	78
INCLEMENT WEATHER	1	0	2	2
WORK ORDERS	78	73	80	508
SCHEDULED REPAIRS	12	17	10	67
NON SCHEDULED REPAIRS	60	54	69	389

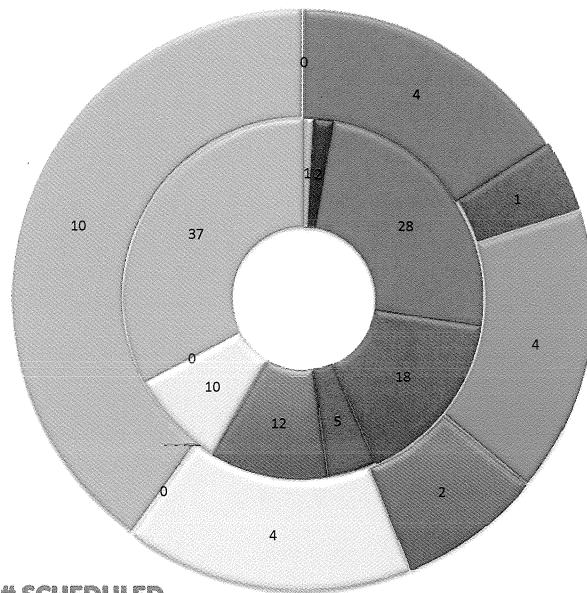
COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	5	10	17	101
EMERGENCY ROAD CALLS	26	16	20	178
PM SERVICES	146	143	166	1074
INCLEMENT WEATHER	3	5	15	24
WORK ORDERS	512	544	653	4236
SCHEDULED REPAIRS	176	196	219	1289
NON SCHEDULED REPAIRS	250	259	285	1946

PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
 December FYE 2022

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
POLICE										
LEDT1	2000 Ford Crown Vic	PD Patrol	1/1/2022	11/9/2021	-53	Days	11/23/2021	Light Repair	PM-C	11/9/2020
1186	2013 Ford Interceptor	PD Patrol	163101	159921	-3180	miles	11/8/2021	Light Repair	PM-C	4/26/2021
PSST										
1220	2018 Ford Interceptor	PSST Patrol	60061	11/16/2063	-205	Days	12/16/2021	Light Repair	PM-D,G, & T	
LEDT2	2010 Ford Crown Vic	PSST Patrol	1/1/2022	11/17/2021	-45	Days	11/23/2021	Light Repair	PM-C	9/6/2019
UTILITIES										
0337	2012 Internatnl 7600 Dumptruck	Waterline Maintenance	6209	6207	-2	Hours	12/17/2021	Heavy Repair	PM-C	6/11/2021
0319	2018 Ford F250	Waterline Maintenance	28281	28000	-281	Miles	12/17/2021	Light Repair	PM-D & G	3/29/2021
307H	2015 Indeco	Waterline Maintenance	1/1/2022	3/2/2021	-305	days	7/9/2021	Heavy Repair	PM-C	3/2/2021
309A	2020 Champion Compressor	Waterline Maintenance	1/1/2022	6/25/2021	-190	days	8/2/2021	Heavy Repair	PM-C	N/A
333A	2015 Vanair Air Compressor	Waterline Maintenance	1/1/2022	11/18/2021	-44	Days	11/30/2021	Light Repair	PM-C	5/18/2021
SANITATION										
0209	2019 Ford F150	Commercial	13254	11262	-1992	Miles	11/1/2021	Light Repair	PM-C & N	9/23/2020
0261	2010 Peterbilt Sideload	Residential	19926	19455	-471	hours	10/13/2021	Heavy Repair	PM-C & S	1/20/2021
281T	2019 Holt Trailer	Commercial	1/1/2021	1/28/2021	27	hours	3/19/2021	Heavy Repair	PM-A	1/27/2020
0208	2019 Ford F150	Residential	17265	15593	-1672	Miles	7/22/2021	Light Repair	PM-C	6/10/2021
0256	2014 Peterbilt Rearloader	Yard Waste	227	221	-6	Hours	12/28/2021	Heavy Repair	PM-C	6/29/2021
PARK MAINTENANCE										
5408	2001 Dodge 2500 P/U	Park Maintenance	109533	108217	-1316	Miles	10/20/2021	Light Shop	PM-C	1/2/2019
0437	2015 Pheonix 1800HD	Park Maintenance	1/1/2022	6/24/2021	-191	days	5/7/2021	Light Repair	PM-B	6/24/2020
0428	2007 Phoenix	Park Maintenance	1/1/2022	6/19/2021	-196	days	7/23/2021	Light Repair	PM-C	6/19/2020
PUBLIC WORKS										
680B	2012 John Deere Brushhog	Streets	1/1/2022	6/8/2021	-207	days	8/13/2021	Heavy Repair	PM-B	6/8/2020

PM Compliance Report
December FYE 2022



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

Department	Scheduled	Missed/Late	% Late
Finance	1	0	0.0%
Planning	2	0	0.0%
Public Works	28	4	14.3%
Police	18	1	5.6%
Fire	5	4	80.0%
Parks & Rec.	12	2	16.7%
PSST	10	4	40.0%
Human Resources	0	0	0.0%
Utilities	37	10	27.0%
Citywide Total	113	25	22.1%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2022

December 2021

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL		ACTUAL	DIFFERENCE
# 001	138.65	72%		97.0%	25.0%
# 002	151.24	72%		105.8%	33.8%
# 003	111.38	72%		77.9%	5.9%
# 004	93.61	72%		65.5%	-6.5%
# 006	104.58	72%		73.1%	1.1%
# 007	110.88	72%		77.5%	5.5%
# 008	111.53	72%		78.0%	6.0%
# 009	110.56	72%		77.3%	5.3%
# 010	124.70	72%		87.2%	15.2%
# 011	132.06	72%		92.3%	20.3%
# 012	106.55	72%		74.5%	2.5%
# 013	105.34	72%		73.7%	1.7%
# 018	97.18	72%		68.0%	-4.0%
# 021	97.44	72%		68.1%	-3.9%
# 028	118.51	72%		82.9%	10.9%
# 031	46.90	72%		32.8%	-39.2%
# 033	134.29	72%		93.9%	21.9%
# 034	63.72	72%		44.6%	-27.4%
# 035	46.28	72%		32.4%	-39.6%

DIRECT LABOR HOURS	2005.40
TOTAL AVAILABLE HOURS	2613.00
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	76.7%

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT**

December FYE 2022

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed LATE	Number of PMs Still Past Due	Current % PENDING	YearToDate Non-Compliance Trend
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
HUMAN RESOURCES						
HUMAN RESOURCES					0%	0%
					0%	50%
					0%	0%
FINANCE						
METER SERVICES	1	1			0%	0%
PLANNING						
PLANNING	2	2			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	67%
PUBLIC WORKS						
ENGINEERING					0%	10%
STREETS	8	11	3		0%	26%
STORMWATER	2	2			0%	6%
TRAFFIC	6	7			0%	13%
STORMWATER QUALITY					0%	0%
FLEET	12	11		1	8%	8%
TRANSIT					0%	40%
POLICE						
ANIMAL CONTROL	1	2			0%	31%
POLICE ADMINISTRATION					0%	31%
POLICE STAFF SERVICES	1	2			0%	19%
POLICE CRIMINAL INVESTIGATIONS	1	2	1		0%	44%
POLICE PATROL	14	17			0%	20%
POLICE SPECIAL INVESTIGATIONS	1	1			0%	0%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	62%
FIRE TRAINING	1	1			0%	50%
FIRE PREVENTION	1	1	1		0%	25%
FIRE SUPPRESSION	2	2	3		0%	100%
FIRE DISASTER PREPAREDNESS	1	1			0%	31%
PARKS & RECREATION						
PARK MAINTENANCE	11	9		2	18%	19%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE	1	1			0%	39%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	9	7	2	2	22%	44%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESION	1	2			0%	0%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	50%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	8	6		3	38%	38%
UTILITIES INSPECTOR					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	14%
WRF INDUSTRIAL					0%	17%
WRF BIOSOLIDS					0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	7	7			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	22%
SANITATION RESIDENTIAL	7	4	3		0%	84%
SANITATION COMMERCIAL	2	2		1	50%	67%
SANITATION TRANSFER	5	4	2		0%	65%
SANITATION COMPOST					0%	33%
SANITATION RECYCLE	2	2			0%	0%
SANITATION YARD WASTE	6	4		1	17%	17%
CITYWIDE TOTAL	113	111	15	10	9%	32%

**FLEET MANAGEMENT
INVENTORY
December 2021**

FUEL

WESTWOOD GOLF	391.8	gallons	DIESEL	@	2.320	\$	908.98
WESTWOOD GOLF	576.4	gallons	UNLEADED	@	2.390	\$	1,377.60
NORTH BASE	3,026.9	gallons	UNLEADED	@	2.250	\$	6,810.43
NORTH BASE	996.3	gallons	DIESEL	@	2.420	\$	2,411.01
FIRE STATION #5	355.1	gallons	UNLEADED	@	2.350	\$	834.56
FIRE STATION #5	207.1	gallons	DIESEL	@	2.440	\$	505.32
FIRE STATION #6	210.9	gallons	DIESEL	@	2.440	\$	514.60
FIRE STATION #6	76.1	gallons	UNLEADED	@	2.350	\$	178.84
BULK TANKS	1,200.0	gallons	DIESEL	@	2.420	\$	2,904.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	4,034.5	\$ 9,201.41
DIESEL	3,006.1	\$ 7,243.90

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

DECEMBER 2021	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
	Percentage	Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
Provide initial response to citizen inquiries within 2 days	100%	73	73	100%	427	427	100%
Provide information requested by citizens within 7 days	95%	73	73	100%	427	427	100%
Complete traffic engineering studies within 45 days.	99%	2	2	100%	15	15	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	39	39	100%	292	292	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		0	0	100%	1659	547.75	0.33
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		0	0	#DIV/0!	1.66	8	4.82
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		12	12	100%	81	81	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
		14	14	100%	104	104	100%
Response to reports of sign damage:	Percentage						
High Priority Stop or Yield Signs within one hour	99%	9	9	100%	36	36	100%
Lower Priority all other signs within one day	90%	54	54	100%	190	190	100%
Street Name Signs within two weeks	90%	11	11	100%	89	89	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
		3200	0	0.00	19400	16	0.00

Monthly Report

December 2021

LINE MAINTENANCE:

Waterline Capital Projects

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

Barb Court: WA0358: - Staff replaced 570 feet of six-inch Ductile Iron with 6" C-900 PVC on Barb Court from Morren Drive to Crestland Drive. Construction started this week.

Water Line Breaks – 7 in December

Sewer Line Data

- Total obstruction service requests - 19
- Private Plumbing: 18
- City Infrastructure: 1
- Sanitary Sewer Overflows: 0

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.12 MGD
- Total Monthly flow: 38.13 MG

UTILITIES ENGINEERING:

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

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

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

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

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

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

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

Engineer: PEC, Inc. (Chris Grizer)

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

Engineer: Garver, Inc. (Steve Rice)

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

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

Engineer: Olsson, Inc. (Kevin Rood)

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

Greeley Hansen was selected as the Architect for these two projects, and their Contract was approved on June 8, 2021. A design kickoff meeting convened in late June. Greeley Hansen submitted a draft Preliminary Engineering Report in November 2022 and they are currently incorporating comments into a final report. The November review meeting included a discussion of project delivery methods, and all parties agreed that Construction Manager at Risk (CMaR) was the best option for this project. First, it is believed that the phasing and scheduling of the work could open up several possible value engineering opportunities and having the Construction Manager on board during final design would ensure that these opportunities are properly and fully evaluated and, where costs savings are confirmed, quickly implemented. Moreover, over the past year or so, lead times on seemingly random construction materials and pieces of equipment have gotten extremely long. Having a Contractor on the project team would allow those items with long lead times to be identified and for advance procurements to be scheduled as needed so as to minimized delays to construction.

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

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

Engineer: Greely and Hansen LLC (Ana Stagg)

WATER PROJECTS:

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

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

about 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received. The last easement is in final negotiations so the project was advertised and bids were opened on December 3, 2020. Cimarron Construction Co. was the lowest, responsible bidder and the contract was awarded on January 12, 2021. Public Notice letters were sent to home and business owners on February 24, 2021 and the contract started on March 3, 2021. Contractors started mobilization on March 10, 2021. Since the installation of the line on Parkway Drive there has been a line break and two leaks on the adjacent line along 26th Street. Cimarron could not perform the additional replacement on 26th and Parkway Drive following the breaks and leaks recognized recently, so the Line Maintenance Division started replacement internally. Contractors finished final punch list items this month and were sent the inspectors final quantities to review. A change order will be completed for additional items and adjustments to the contract price.

Engineer: Cardinal Engineering.

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

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

Flood Avenue Waterline Replacement (WA0328):

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

Advanced Metering Infrastructure (WA0351): The City of Norman has an aged water meter population and current and improvement technology have improved such that advanced metering infrastructure would provide significant benefits for the City and its customers. The implementation of this technology will reduce staff requirements for the reading of meters and will ensure more timely and accurate readings. With daily water usage information accessible for staff and

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

Consultant: E Source (Nicole Pennington)

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 32 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL₂) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services.

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

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to

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

Engineer: Carollo Engineers (Rebecca Poole)

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

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

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The contract was approved by NUA on November 26, 2019, and project kickoff meeting was held January 14th, 2020. On May 6, 2020, a preliminary plan review meeting convened with NUA and Jacobs staff in attendance, and updated preliminary plans were approved in August 2020. In February 2021, 65% plans and specifications were submitted for NUA review, and, during March 2021, several Zoom calls convened to review NUA comments and address questions that arose from the comments. Based on these discussions and further review of existing conditions, Jacobs has proposed a fairly substantial revision to the alignment, which includes an open cut crossing of 12th Ave N.E. and relocating approximately 900 LF of the line into the traffic lanes of Robinson. NUA staff and Public Works staff have reviewed the alignment and deemed it acceptable with some minor conditions. NUA is compiling these conditions and will forward to Jacobs along with a request to immediately proceed with final design and easement acquisition on the basis of the realignment. Two property owners with whom easement agreements must be negotiated, J.D. McCarty and U.S. Department of Veterans Affairs, are also customers with multiple meters with whom NUA intends to negotiate an agreement on master metering. The current intent is to negotiate both concurrently and to include master meter installation for both into this project. Assuming no unexpected delays in easement acquisition, project should be ready for bidding in June 2022 with Contract Award in July 2022 and construction starting immediately thereafter. Project completion would then be anticipated in July 2023.

Engineer: Jacobs Engineering (Lars Ostervold)

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

Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020. In March 2020, Phase II was delayed until Spring of 2021. In March 2021, Phase II was delayed again until Spring of 2022. Assuming the project is not deferred again for budgetary reasons, it is now scheduled to advertise during the late Winter of 2022 in order for Low Bidder to start ordering long-lead materials in March and April 2022 (to offset potential supply chain-related delays), ensuring that Contractor can start pipe installation work promptly when Notice to Proceed is issued immediately upon the end of OU's spring 2022 semester on May 15, 2022. Assuming this schedule is maintained, it is anticipated that construction would continue through summer and major work would be completed before the start of the fall semester in August 2022.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects, and NUA approved their contract November 12, 2019. Project design was completed during the first half of 2020, and project was advertised for bid on July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was deemed lowest and best bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued on October 10, 2020. On October 6, 2021, a final inspection convened and all pipe, appurtenances and restoration on the project were deemed complete except for final testing of pipelines, which was ongoing as of the inspection date. The final pipeline section was successfully bacteriologically-tested on November 30, 2021 and all project work has been deemed complete as of that date. A final change order has since been negotiated and Hammer has submitted their final payment request. Project should be final accepted by City Council on either January 25, 2022 or, at the latest, February 8, 2022.

Engineer: Cardinal Engineering (Josh Risley)

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

Engineer: Garver Engineers (Jeff Chavez)

Lindsey Water Tower Rehabilitation and Non-Potable Water Expansion Study - Lindsey Tower was decommissioned several years ago because it is not high enough to act as viable potable water system storage at current system operating pressures. Recently the coatings on the tower have begun to show signs of deterioration. For this reason, Dunham Engineering evaluated the condition of the tank in the Fall of 2020, and they determined that the underlying steel was in good condition and the tank could be repainted and recommissioned for many years of additional service if needed. In July 2021, NUA requested that Dunham provide a proposed scope and fee for Lindsey Water Tower rehabilitation.

Dunham submitted their proposed scope and fee in early October 2021. Scope and fees were negotiated, However, before submitting Contract for City Council approval, NUA will await outcome of ongoing study being performed by Plummer Engineering, which is described in the following paragraphs and will directly impact future usage, if any, for Lindsey Tank.

In October 2021, NUA requested that Plummer Engineering furnish a proposed scope and fee to analyze the possibility of extending a non-potable reuse system from the Norman Water Reclamation Facility (WRF) to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's 2060 Strategic Water Supply Plan. This reuse system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer has also been directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for the new reuse system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. A kickoff meeting convened on January 6, 2022 and Plummer has commenced work on the study. The study should be completed by April 2022.

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

If Plummer's report does not recommend repurposing Lindsey Tank for non-potable storage, tank will be further evaluated to determine if it can be recommissioned and viably used for potable water storage. Depending on the outcome of this final evaluation, there is a range of possibilities for the future of Lindsey Tank. If no viable use can be found for Lindsey Tower at this point, it may be recommended for demolition. If it is determined that construction of additional infrastructure (for example a booster station) could make Lindsey Tower viable as potable water storage for the Norman system again, it could be part of a future project that combines rehabilitation of Lindsey Tower with construction of the identified new infrastructure that would see the rehabilitated tower returned to service upon completion of construction.

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

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

Engineer: Carollo Engineers (Tom Crowley)

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

\$264,400; the low bidder being Sooner Sight Utility & Construction. City Council approved the contract with Sooner Sight Utility on April 27, 2021. The contract transmittal was sent on May 27, 2021 with a start date of June 29, 2021. Contractors started work on August 4, 2021. Contractors completed the first set of punch list items, but there are still valve issues and restoration needed on a few stations that will need to be fixed before the project is complete. Line Maintenance has completed bacteriological sampling from each station.

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

Blending of Wells 5, 6, and 52 at the Water Treatment Plant (WA0369): This project will blend wells 5, 6, and 52, at the Water Treatment Plant (WTP) before entering the distribution system. Blending these wells will only require samples be taken at the blending site as opposed to each well, which will minimize time and money spent on sampling each month. This project will require approximately 2,200 feet of 8-inch waterline to bring well 52 to the 36th Avenue NE and Robinson Street intersection where it will combine with the line coming from well 5. An existing 12-inch waterline will then be converted to a non-potable line as it moves west on Robinson Street before it combines with well 6 and the distribution system at the WTP. In addition, two bores consisting of approximately 260 linear feet of 8-inch and 6-inch waterline under Robinson Street will be required to connect the neighborhoods on the north side of Robinson Street with the existing high pressure line on the south side of Robinson Street. An existing 10-inch waterline and old 24-inch concrete line at the WTP will be abandoned as part of this project. As part of a previous project, Freese and Nichols, Inc. recently designed the project to extend water transmission lines from the WTP to 24th Avenue NE. Since they are familiar with the lines in the area and the interconnection requirements at the WTP and would be able to provide design services for this project, staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this project as well. City Council approved the contract with Freese and Nichols, Inc. on May 11, 2021 for \$47,850. Staff had a project kick-off meeting with engineers on May 27, 2021. Engineers are working on revisions to the 50% plans in order to submit 90% plans at the end of this month.

Jenkins Avenue Waterline Replacement (WA0353): This project will replace approximately 2,500 feet of existing 6-inch waterline with new 12-inch waterline in concert with the planned widening of Jenkins Avenue through the City of Norman Public Works Department. This project will also design a 1,000-foot extension of the Segment D transmission line recommended by the 2003 water master plan. In addition, this project will install a non-potable reuse line from Imhoff Road to Constitution Street. Freese and Nichols, Inc. is currently under contract with Public Works to design the widening on Jenkins Avenue and also the intersection improvements at Jenkins Avenue/Constitution Street/Imhoff Street, so staff determined that it would be in the best interest of the NUA to contract with Freese and Nichols, Inc. for this waterline project in order to ensure a cohesive design for both street improvements and the new water lines in this area. The contract with Freese and Nichols was approved by council on April 27, 2021 in the amount of \$95,740. Staff had a project kick-off meeting with engineers on May 27, 2021. Engineers are waiting for the roadway plans to be finished before sending 50% plans for this project so that the roadway and waterlines don't conflict with each other.

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

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

Phase II – Porter Avenue Waterline Replacement (WA0354):

This project will replace approximately 1,500 feet of aging 8-inch and 5,000 feet of 12-inch waterline along Porter Avenue from Robinson Street to Alameda Street in conjunction with the Public Works Department Porter and Avenue Streetscape project. Part of this project (Main Street to Rich Street) was already completed as part of Public Work's ODOT funded Transportation Bond project. Replacement of these waterlines prior to the surface improvements will ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacement work. NUA entered into a contract with Cabiness Engineering, LLC (Garver Engineering) in February 2021 in the amount of \$58,100. Staff received final design plans and sent an invitation to bid to the *Norman Transcript* for publication on December 23, 2021 and December 30, 2021. A mandatory pre-bid was held on January 4, 2022 and the bid opening will be held on January 20, 2022.

Engineer: Garver Engineering (Bret Cabiness)

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

The existing carbon dioxide tank at the City's Water Treatment Plant is aging and vendors are not able to supply replacement parts to the model any longer. Carbon Dioxide is used to adjust the pH of the drinking water which effects its scaling and corrosivity potential, so a new tank is necessary. This project will involve removal of the existing 30-ton carbon dioxide tank at the water treatment plant, complete installation of new tank 30-ton tank of correct make and model specified or approved equal, demonstrating correct operation and dosages both manually and remotely, and training water treatment staff on operation and maintenance. Staff awarded the removal and installation to Wynn Construction Co. for \$75,000. Staff awarded the purchase and delivery of the tank to Tomco Systems in the amount of \$228,975 in December. The purchase authorization is set to be approved by Council on January 18, 2021.

Southlake Addition Waterline Replacement (WA0352):

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

Engineer: SRB (Bryan Mitchell)

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water Technology Solutions Services, Inc., who currently own the "Accelator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and re-painting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. It was determined that inspection of the two tanks will occur in late January 2022.

SANITATION CAPITAL PROJECTS:

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

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

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

The property has been rezoned to add Municipal Use for the property to meet current code requirements. The final plans were completed and advertised. Bids were opened and contract K-2021-10 was awarded to the Landmark Construction Group on January 12, 2021. Work continues at both sites. Both buildings are 99% complete and minor items remain to obtain Certificates of Occupancy.

Architect: Studio Architects, LLC (George Winters)

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

Architect: The McKinney Partnership Architects PC (Toni Bragg)

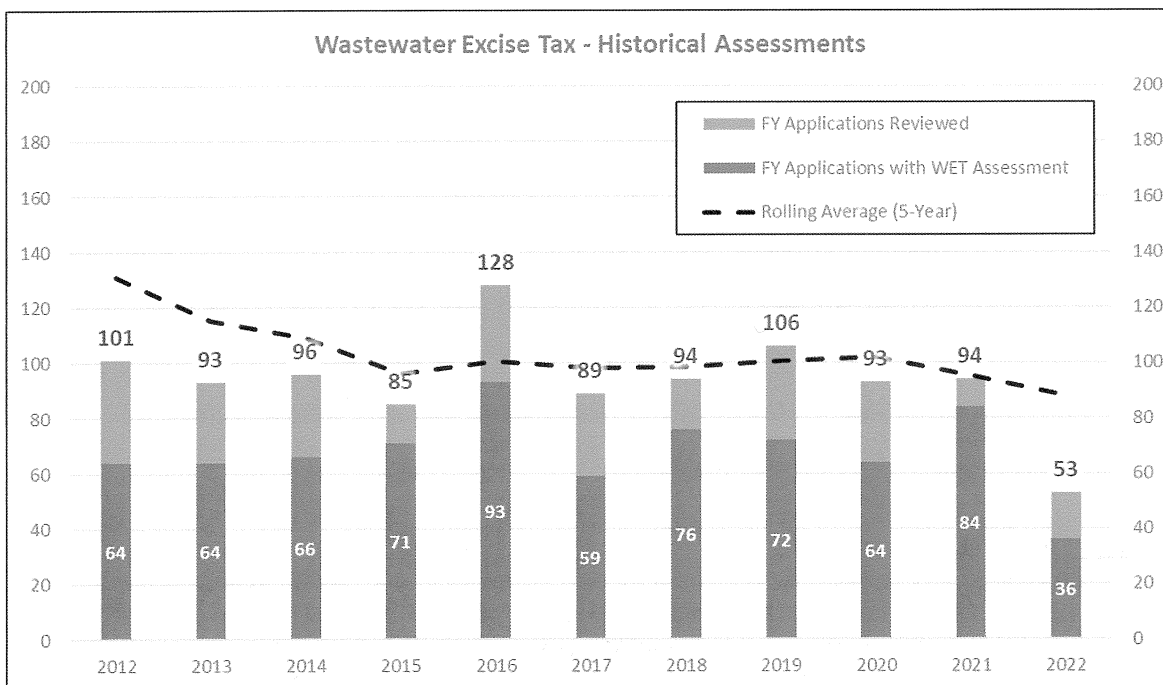
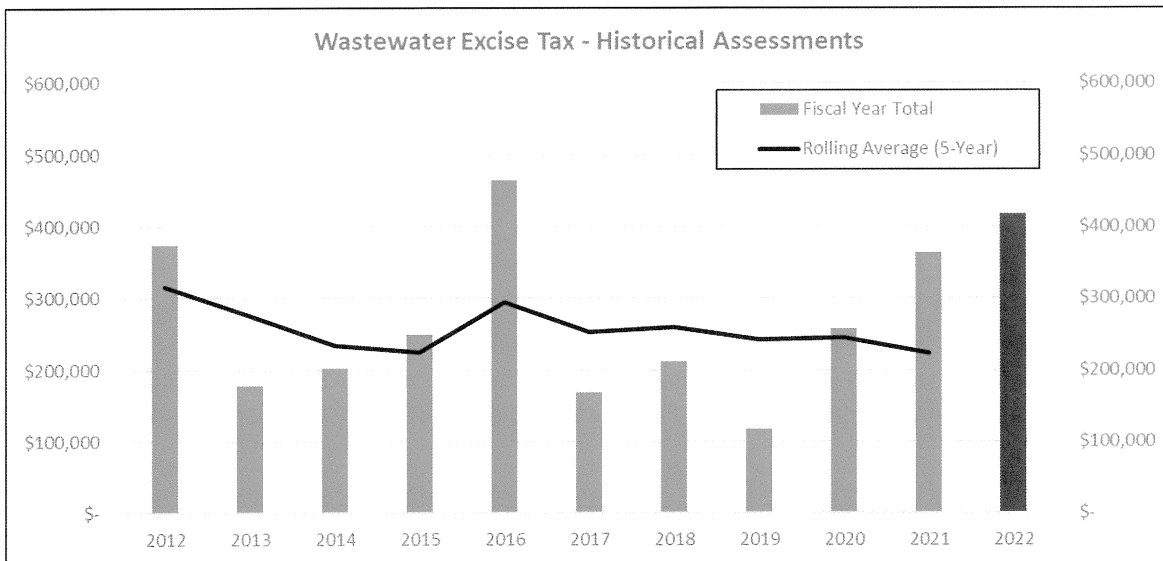
Compost Facility Scale House (SA0019):

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

Engineer: TriCore Group, LLC

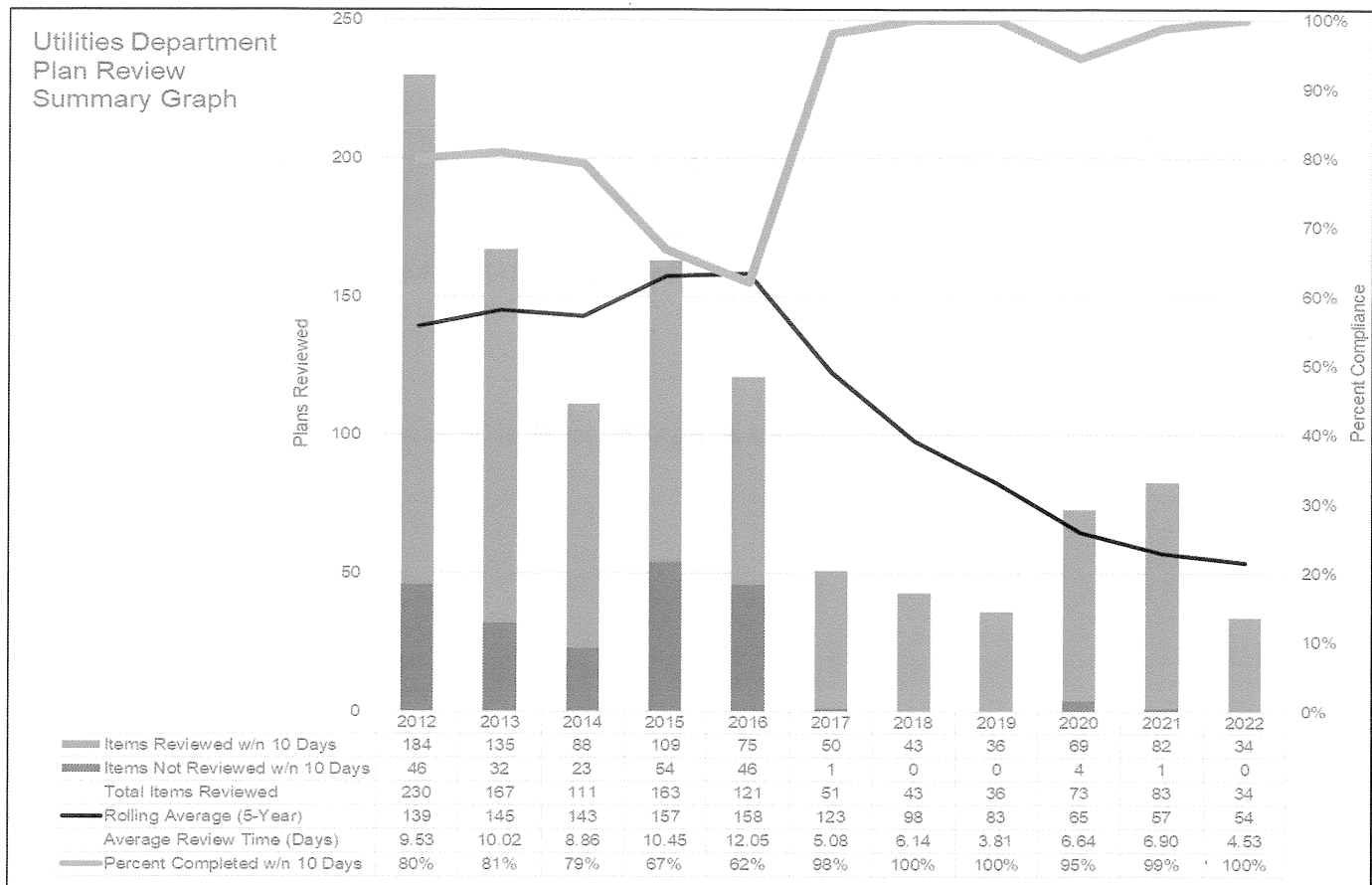
Wastewater Excise Tax – Non-Residential:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 6 commercial entities last month. Of the 6 applications, 2 applications were assessed since the applications were determined to increase wastewater flows over the previous use of the site. Through December, 49 commercial properties were reviewed and a total of \$414,337.22 was assessed to the 34 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.



PLAN REVIEW:

Eleven plan sets was reviewed during December. Staff have reviewed 34 plans for FYE2022 with an average review time of 4.5 days and with 100 percent of plans reviewed within 10 days.



RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has

finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.

8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

3 Water Well Permits 21-5481, 5533, and 5709 were issued for the month of December.

December 2021
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT

INSPECTIONS

	December	Year to date
Fats, oil and grease (FOG) program	29	390
Food license approval	0	11
Significant Industrial Users	0	21
Total inspections	29	422

ROUTINE ACTIVITIES

	December	Year to date
Significant Industrial User sites sampled	0	22
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	100%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	100%
Household hazardous waste disposal calls	24	445
Immediate assistance requested	0	7

REVENUE

	December	Year to date
FOG Program	\$0.00	\$34,950.00
Surcharge	\$9,571.51	\$116,452.89
Lab Analysis Recovery	\$0.00	\$2,996.07
Industrial Discharge Permit	\$0.00	\$4,000.00
Total revenue	\$9,571.51	\$158,398.96

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

- 1 Provided staff liaison support including agenda setting, meeting attendance, minutes preparation, and issue research.
- 2 Developing an seasonal eating calendar
- 3 Facilitating Yard by Yard Program
- 4 ECAB will have educational stations during the installation of Artificial Inlets
- 5 Created the ECAB James O. Harp Environmental Recognition Award

MISCELLANEOUS ACTIVITIES

- 1 Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks
- 2 Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities
- 3 Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
- 4 Completed paint event on November 13, 2021
- 5 Completed and submitted 2021 Pretreatment Annual Report to DEQ on 12/30/21
- 6 Issued NOV to OU Chem Annex for Cu, Hg, Pb and Zn violations
- 7 Acts as Interim President of LTWA providing support including agenda setting, issue research and collaboration
- 8 Newly permitted SW Wire is in compliance
- 9 All staff completed online version of HAZWOPER
- 10 Spoke to Norman Area Land Conservancy to look for projects for Phase II BOR funding through LTWA
- 11 Attended SW AWWA
- 12 Collaborated on grant application for EV chargers at City Hall-looks to be successful
- 13 Facilitated one LTWA Board Meeting (November 22, 2021).
- 14 Spoke to OU Landscape Architecture class about the proposed Matton Property Stormwater Park
- 15 Hired HHW Facility Coordinator and are continuing to work on the opening of the facility
- 16 Planning and Coordinating with Parks and Stormwater for Great American Cleanup
- 17 Facilitated NE Lions Park Cleanup for NNHS Stucco on December 18, 2021
- 18 Facilitated a Clean-up with Garver in Russell Bates Park on 11/19/21
- 19 For FYE 2022, the FOG Program was responsible for removing 226954 gallons of grease from entering the POTW

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 22		FYE 21	
December, 2021	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	0	7	1	4
Property Owner Responsibility	19	93	19	140
TOTAL	19	100	20	144
Number of Feet of Sewer Cleaned:				
Cleaned	104,770	704,421	69,895	491,959
Rodded	5,395	86,015	3,868	25,693
Foamed	0	74,476	0	81,695
SL-RAT	0	0	14,028	110,509
TOTAL	110,165	864,912	87,791	709,856
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	3	1	2
Private	0	6	1	5
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	9	2	7
Feet of Sewer Lines Televised	24,581	147,157	17,441	116,023
Locates Completed	287	1,535	274	1,592
Manholes:				
Inspected	999	6,389	1,096	6,568
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0.00	49.00	8	17
Hours Worked at Lift Station	100.50	554.34	105	977
Hours Worked for Other Departments	17.25	230.25	3.25	434.91
OJI Percentage	1.00	0.17	0.00	0.00
Square Feet of Concrete	0	0	0	324
Average Response Time (Hours)	0.51	0.44	0.53	0.33
Claims Paid Per 10,000 People	0	0.0000	0	0.0000

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 22		FYE 21	
December, 2021	MONTH	YTD	MONTH	YTD
New Meter Sets:	51	256	75	330
Number Short Sets	51	250	75	328
Number Long Sets	0	5	0	2
Average Meter Set Time	2.94	3.92	3.77	4.75
Number of Work Orders:				
Service Calls	466	2,399	345	2,366
Meter Resets	0	2	1	5
Meter Removals	6	12	1	12
Meter Changes	55	233	52	319
Locates Completed	723	6,141	866	3,115
Number of Water Main Breaks	7	82	11	91
Average Time Water Off	2.00	1.91	1.65	2.06
Fire Hydrants:				
New	0	0	0	2
Replaced	1	1	2	5
Maintained	145	834	124	570
Number of Valves Exercised	189	1,056	162	1,122
Feet of Main Construction	447	447	0	1,795
Hours of Main Construction	369	531	157	1,929
Meter Changeovers	0	0	0	32
OJI Percentage	0.00	0.00	3.17	0.53
Hours Flushing/Testing New Mains	90.00	499	45	377
Hours Worked Outside of Division	0.75	226.25	15	564

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
December 1-31, 2021

Flow Statistics

	FYE 2022		FYE 2021	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	283.1	2002.8	325.5	1982.0
Total Effluent Flow (M.G.)	262.7	1879.9	313.0	1945.1
Influent Peak Flow (MGD)	10.2	25.5	17.1	20.1
Effluent Peak Flow (MGD)	9.3	25.5	16.9	20.1
Daily Avg. Influent Flow (MGD)	9.4	11.1	10.5	10.8
Daily Avg. Effluent Flow (MGD)	8.5	10.1	10.1	10.6
Precipitation (inches)	0.3	4.8	3.2	13.5

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	164	134
Effluent Carbonaceous Total	2	2
Percent Removal	98.8	98.5
Total Suspended Solids:		
Influent (mg/L)	262	282
Effluent (mg/L)	5	4
Percent Removal	98.1	98.6
Dissolved Oxygen:		
Influent (min)	0.7	1.1
Effluent (min)	6.4	6.7
pH		
Influent (Low)	6.7	6.8
(High)	7.0	7.2
Effluent (Low)	6.7	6.9
(High)	7.1	7.1
Ammonia Nitrogen		
Influent (mg/L)	31.2	26.3
Effluent (mg/L)	0.1	0.3
Percent Removal	99.7	98.9

Utilities

Electrical

Total kWh Used (Plant wide)	547,720	3,111,300	574,840	2,965,020
Aeration Blowers	194,100	1,309,680	161,400	1,074,500
UV Facility	34,200	411,100	60,000	382,400

Natural Gas

Total cubic feet/day (plant wide)	355,000	2,168,000	749,000	2,669,000
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Public Education (Tours)

1	5	0	0
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Total Attendees for FYE 22

58	32
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Reclaimed Water System (MG)

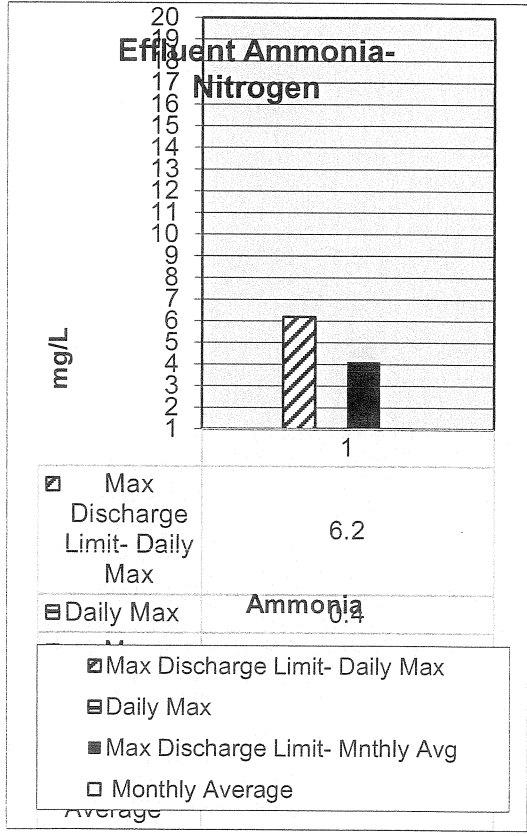
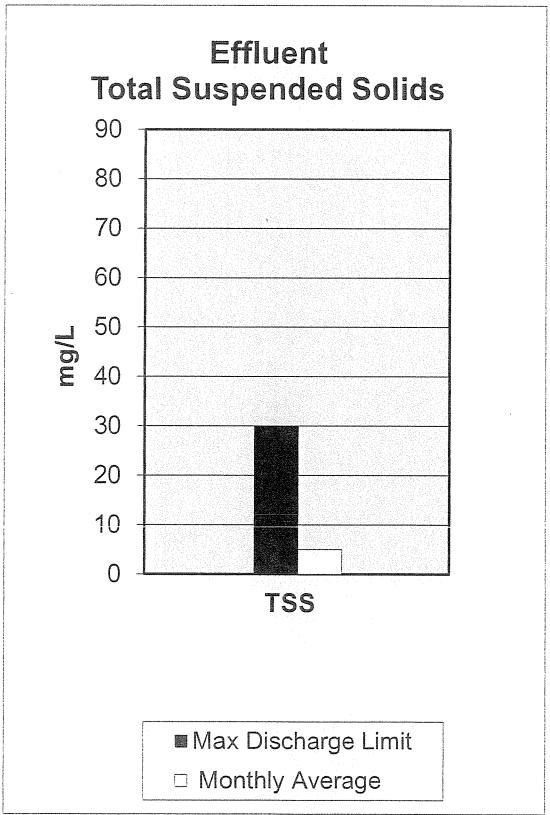
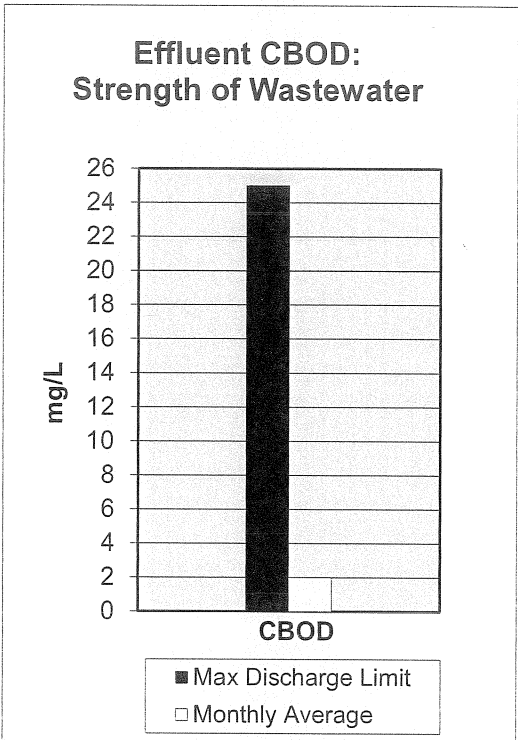
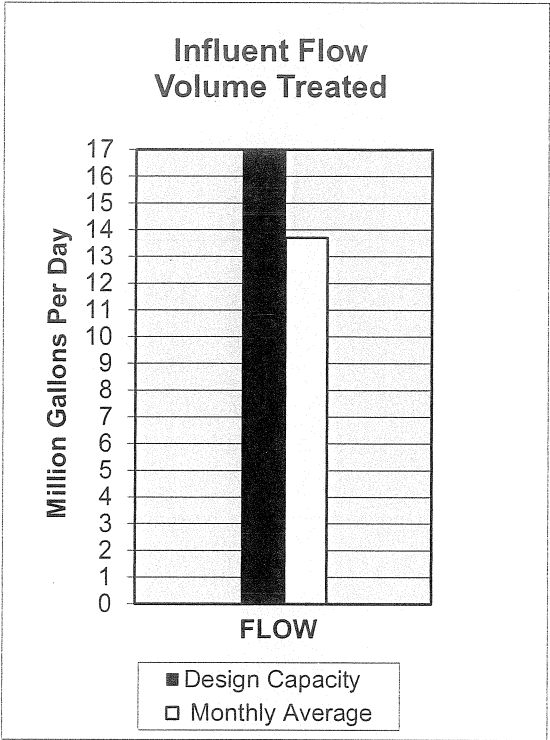
0.0	0.0	0.0	0.0
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OU Golf Course

2.6	47.7	0.9	42.1
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E.coli geometric mean average for December 2021 30 MPN (Limit is 630)

CITY OF NORMAN
WATER RECLAMATION FACILITY
 December 2021



Comments here

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

WATER TREATMENT DIVISION

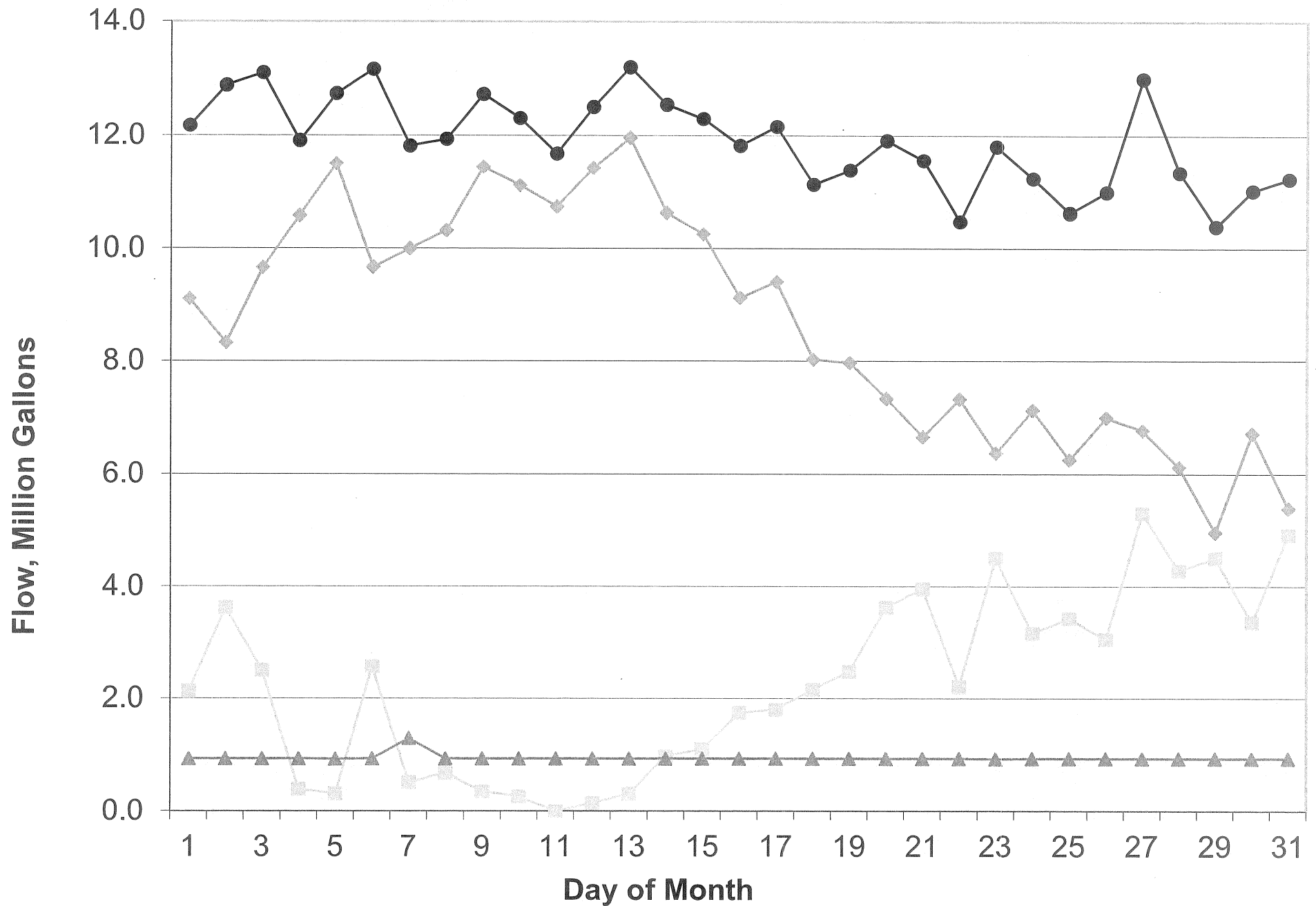
MONTH: December-2021

	<u>FYE 2022</u>		<u>FYE 2021</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	269.31	2128.31	197.01	2101.02
Well Production (MG)	70.35	513.03	97.84	474.98
Oklahoma City Water Used (MG)	29.39	193.58	30.80	185.93
Total Water Produced (MG)	369.05	2834.92	325.66	2761.92
Average Daily Production	11.90	15.41	10.51	15.01
Peak Day Demand				
Million Gallons	13.21	26.00	12.61	26.00
Date	12/13/2021	8/23/2020	12/7/2020	8/23/2020
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	2.65
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$667,449.35	\$4,134,309.18	\$759,408.26	\$4,417,913.38
Wells	\$206,713.95	\$1,321,533.75	\$213,136.82	\$1,290,436.30
OKC	\$76,794.05	\$454,508.75	\$77,493.65	\$505,370.52
Total	\$950,957.35	\$5,910,351.68	\$1,050,038.73	\$6,213,720.20
Cost per Million Gallons				
Plant	\$2,478.33	\$1,942.53	\$3,854.59	\$2,102.75
Wells	\$2,938.49	\$2,575.95	\$2,178.36	\$2,716.85
OKC	\$2,612.93	\$2,347.92	\$2,516.03	\$2,718.08
Total	\$2,576.76	\$2,084.84	\$3,224.37	\$2,249.78
Water Quality				
Total Number of Bacterial Samples	90	579	90	533
Bacterial Samples out of Compliance	0	7	0	1
Total number of inquiries (Note 2)	1	21	0	13
Total number of complaints (Note 2)	1	23	1	26
Number of complaints per 1000 service connections	0.02	0.57	0.02	0.64
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	3	0	0
Public Education				
Number of tours conducted	1	9	0	0
Number of people on tours	1	110	0	0

Notes:

Received solinoids for SCC 1&2 influent valves, scheduled to be installed.
Staff working with Utility engineers on clarifier 1 &2 study for rehab work and CO2 tank replacement
Staff working with Chart Industries to resolve LOX leak and venting issue

Water Production for December 2021



—◆— Plant (MG) —■— Well (MG) —▲— OKC (MG) —●— Total (MG)

CURBSIDE MONTHLY RECYCLING REPORT**DECEMBER****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	12.55
POUNDS PER HOME:	22.35

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.96%	7.38
#1 PET	4.08%	15.36
NEWS	0.00%	0
GLASS CONTAINERS	10.07%	37.91
MIX PAPER	29.67%	111.71
PLASTIC FILM	0.60%	2.26
#2 NATURAL	1.11%	4.18
#2 COLOR	1.66%	6.25
#3-#7	0.00%	0
METAL	0.30%	1.13
RIGIDS	0.26%	0.98
TIN-STEEL SCRAP	2.14%	8.06
TRASH	27.91%	105.08
OCC	20.24%	76.21
TOTAL	100.00%	376.51

	MONTH
SERVICE CALLS (MISSES)	35
HOUSESIDE	3
REMINDER	5
SCATTERED	1
MISC.	1
REPAIR	11
NEW	44
ADD	7
MISSING	7
EXCHANGE	0
REPLACE	7
PICK UP	7
TOTAL CALLS	128.00

	MONTH
LANDFILL COST AVOIDANCE	\$7,436.07

SANITATION DIVISION PROGRESS REPORT
SUMMARY 2022

	FYE 21		FYE 22	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	0	4	1	4
<u>On The Job Injuries</u>	0	8	0	2
<u>Bulk Pickups</u>	28	144	37	184
<u>Refuse Complaints</u>	120	598	100	550
<u>New Polycarts Requests</u>	70	409	66	348
<u>Polycarts Exchanges</u>	5	51	5	68
<u>Additional Polycart Requests</u>	59	387	79	535
<u>Replaced Stolen Polycarts</u>	21	142	44	160
<u>Replaced Damaged Polycarts</u>	79	558	62	548
<u>Polycarts Repaired</u>	29	228	50	283

COMPOST MONTHLY REPORT
DECEMBER

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	303.87
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 6,344.81
TONS BROUGHT IN BY PUBLIC:	700.00
TONS BROUGHT IN BY CONTRACTORS :	1,900.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	75.00
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 55,854.00
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 62,198.81
REVENUE COLLECTED FROM COMPOST SALES:	\$650.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
TOTAL TONS COLLECTED	2,978.87

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		9
DRYING BEDS		
COMPOST SOLD BY CUBIC YARDS		195
MULCH LOADED BY CUBIC YARDS	135	
TOTAL:	135	204

MONTHLY TRANSFER STATION REPORT

December 2021

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	223.20	\$11,261.20
STANDARD TONS	1,834.18	\$107,474.46
CASH TONS:	403.00	\$17,298.40
TOTALS:	2,460.38	\$136,034.06

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	469.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9017.19
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	469.00
GRAND TOTAL TONS TO LANDFILLS	9,017.19

DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$188,278.93
GRAND TOTAL TIPPING FEE'S	\$188,278.93

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	688.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3845.39
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	454.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2904.02
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TOTAL LOADS BROUGHT TO TRANSFER STATION:	1142.00
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TOTAL TONS BROUGHT TO TRANSFER STATION:	6749.41
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	130.09
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TOTAL TONS RECEIVED AT TRANSFER STATION	18357.07
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