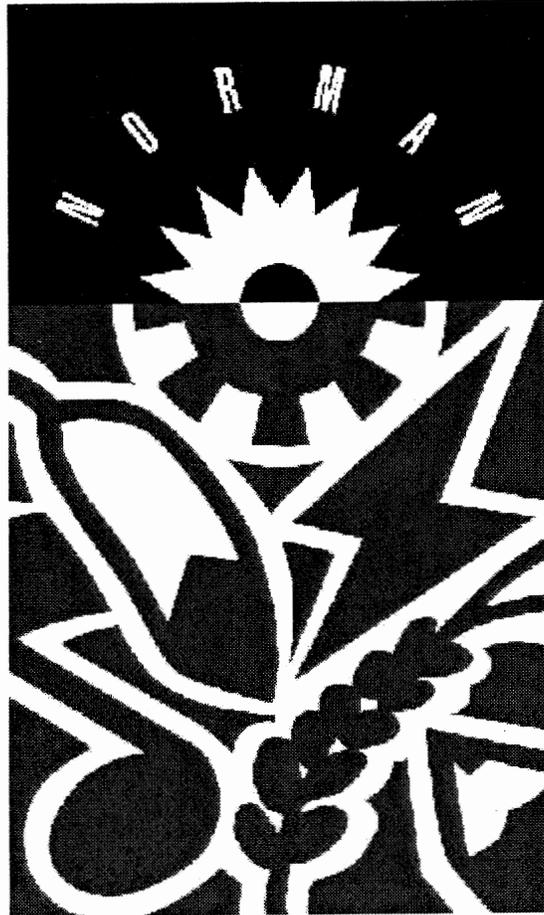


# City of Norman



## Monthly Departmental Report

July 2024

## **MONTHLY PROGRESS**



**TABLE OF CONTENTS  
MONTHLY PROGRESS REPORTS**

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



**CITY CLERK      1**

**CITY CLERK**

**MONTHLY PROGRESS REPORT**  
**July 2024**

<b>ACTION CENTER</b>				
<b>DEPARTMENT</b>	<b>CALLS</b>	<b>CALLS YTD</b>	<b>ADDITIONAL CONTACTS</b>	<b>ADDITIONAL CONTACTS YTD</b>
Animal Welfare	15	15	0	0
Bus Service	0	0	0	0
CDBG	0	0	0	0
City Clerk	51	51	0	0
City Manager/Mayor	4	4	0	0
City Wide Garage Sale	0	0	0	0
Code Enforcement	37	37	4	4
Finance	2	2	0	0
Fire/Civil Defense	3	3	0	0
Human Resources	6	6	0	0
I.T.	2	2	0	0
Legal	9	9	0	0
Line Maintenance	19	19	0	0
Municipal Court	6	6	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	2	2	1	1
Parks & Recreation	18	18	1	1
Permits/Inspections	104	104	0	0
Planning	14	14	0	0
Police/Parking	48	48	1	1
Public Works	22	22	1	1
Recycling	0	0	0	0
Sanitation	50	50	0	0
Sidewalks	1	1	1	1
Storm Debris	0	0	0	0
Storm Water	8	8	0	0
Streets	21	21	2	2
Streets Lights	0	0	0	0
Traffic	16	16	2	2
Utilities	38	38	3	3
WC Questions	0	0	0	0
WC Violations	0	0	0	0
<b>July Total:</b>	<b>496</b>	<b>496</b>	<b>16</b>	<b>16</b>

**LICENSES**

Twenty-One new licenses and five renewals were issued during the month of July. 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	0
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	0	0	Retail Wine	0	0
Distiller	0	0	Salvage Yard	0	0
Food	10	10	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	1	1
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	2	2
Kennel	1	1	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	1	Special Event	0	0
Medical Marijuana Grower	1	1	Strong Beer & Wine/Winemaker	0	0
Medical Marijuana Processor	0	0	Taxi/Motorbus/Limousine	2	2
Medical Marijuana Testing Laboratory	0	0			
Mixed Beverage	0	0	Temp Food (one day)	0	0
Mixed Beverage/Caterer	3	3	Temp Food (30 day)	1	1
Pawnbroker	0	0	Temp Food (180 day)	4	4
Pedicab	0	0	Transient Amusement	0	0
<b>YTD License Total:</b>	<b>16</b>	<b>16</b>		<b>10</b>	<b>10</b>

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Priscillas Garden Constitution	2219 S. Main Avenue	Medical Marijuana Dispensary
New Moon Cultivation	3001 36 <sup>th</sup> Avenue NW	Medical Marijuana Grower
NCED Conference Center/Hotel	281 East Hwy 9	Taxi/Motorbus/Limousine
Isushi	762 Asp	Mixed Bev/Caterer
Loui's	3510 24 <sup>th</sup> Avenue	Food/Mixed Bev/Caterer
Luxe Life Café	1060 Rambling Oaks Drive	Food Service
Krave Teriyake-Norman	308 Thornebrook	Food Service
Wingstop	11300 North Central	Food Service
Jimmy John's Sandwiches	320 W Robinson	Food Service
Dragon Tea House	1915 Classen Boulevard # 113	Food Service
Downtown Pantry	222 S. Porter	Food-Community Resource Refrigerator

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction		
Environmental Pest Control		
	Southwestern Advantage	

<b>TEMPORARY FOOD PERMITS</b>		
<b>180 DAY</b>	<b>30 DAY</b>	<b>1 DAY</b>
Judy's Food Trailer		
Abu Omar halal		
Travelin Tom's Coffee		
Kona Ice Norman		
	Willie Mae's Sole Food	

**CLAIMS FILED**

<b>DATE FILED</b>	<b>NAME</b>	<b>JUSTIFICATION</b>	<b>AMOUNT</b>
07/05/2024	OG&E	Claimant alleges that the City of Norman was installing a sign and damaged OG&E cable located at 1301 Ann Arbor Drive on September 21, 2023.	\$ 794.23
07/09/2024	OG&E	Claimant alleges that on or about November 2, 2023, City of Norman employees were demoing a sidewalk and damaged OG&E facilities in the area of Miller & Castro, Norman OK.	\$ 7,569.61
07/12/2024	OG&E	Claimant alleges that the City of Norman damaged their underground line located at 2000 Cloverdale Lane. Damage was discovered on October 13, 2023.	\$ 990.80
07/17/2024	Andres Vergara	Claimant alleges that on October 18, 2023, he was involved in an auto accident at W. Gray Street and N. Webster Avenue with Norman Police Animal Welfare Vehicle.	\$82,600.00
07/18/2024	Vicky Ide	Claimant alleges that on May 24, 2024, that upon calling the City of Norman regarding running water over her yard and into the gutter, an employee was sent out to investigate the leak, said employee told her it was between the house and the street and she was responsible for the repair. Upon hiring a contractor to dig up and fix the leak, it was discovered that the leak was on the neighbors' property.	\$ 468.00
07/30/2024	James Litchfield	Claimant alleges that on May 27, 2024, he was involved in an accident with a City of Norman Sanitation vehicle.	\$ 8,279.25

**CONFERENCE MEETING**

On July 9, 2024, City Council met in a Conference Meeting to discuss amendments to the Contract between Food and Shelter and the City to operate an Emergency, Low-Barrier Shelter known as "A Friend's House" and to discuss alternative locations for a Permanent Homeless Shelter.

**SPECIAL SESSION**

On July 16, 2024, City Council met in a Special Session to discuss the project proposal that would require the vacating of Comanche Street, discuss procedures for pursuing abatement of dilapidated structures, discuss payment for SRO's from the Norman Public School District for the 2023-2024 school year and consider adjourning into Executive Session as authorized by Oklahoma Statutes, Title 25 § 307 (B) (4) to discuss pending litigation in the case of Nations ET AL v. City of Norman Et AL., Case No CV-2024-2035 TB.

**SPECIAL SESSION (continued)**

On July 23, 2024 City Council met in a Special Session to consider adjourning into an executive session as authorized by Oklahoma Statutes, Title 25 § 307 (B) (3) to discuss the possible purchase of real property located at 214 South Lahoma Avenue.

**STUDY SESSION**

On July 30, 2024, City Council met in a Study Session to discuss the City of Norman's Infrastructure needs related to the Oklahoma Turnpike Authority's Access Program.

**CITY MANAGER 2**

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



CITY OF NORMAN

Department of Finance  
Monthly Report – July 2024

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

Treasury Division:

In the month of July, the Treasury Division processed 42,411 payments in person and over the phone, an increase of 4.6% from last month. Paymentus (the City's 3<sup>rd</sup> party processor of online and automated telephone payments) processed 14,072 payments in July, a decrease of -6.4% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of July by -29.3%. Revenues from the City's largest single source of revenue, sales tax, are below target by -2.6% for the year to date and -2.7% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 25 Budget To Date	FYE 25 Actual To Date	FYE 24 Actual To Date	FYE 23 Actual To Date
Sales Tax Revenue	\$4,690,271	\$4,566,323	\$4,694,112	\$4,434,031
General Fund Revenue	\$9,037,539	\$6,387,935	\$6,807,070	\$6,773,361
General Fund Expenses	\$9,053,221	\$8,197,895	\$6,993,624	\$6,573,913

## Administration Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	320.00
Total Comp Time Available	4.75	4.75	1.50	1.50
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>324.75</b>	<b>324.75</b>	<b>321.50</b>	<b>321.50</b>
Benefit Hours Taken	64.00	64.00	64.00	64.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>260.75</b>	<b>260.75</b>	<b>257.50</b>	<b>257.50</b>
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**ACCOUNTING 3A**

## Accounting Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
Total Regular Hours Available	960.00	960.00	1,120.00	1,120.00
Total Comp Time Available	5.75	5.75	2.50	2.50
Total Overtime Hours	23.00	23.00	9.50	9.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>988.75</b>	<b>988.75</b>	<b>1,132.00</b>	<b>1,132.00</b>
Benefit Hours Taken	146.25	146.25	211.00	211.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>842.50</b>	<b>842.50</b>	<b>921.00</b>	<b>921.00</b>
 <b>PERMANENT PART-TIME</b>				
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
 <b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**CITY REVENUE REPORTS**

**3B**

## City Revenue Report

	FYE 24 June	FYE 25 July	Plus/Minus
Total Revenue Received (\$)	\$5,046,597	\$5,726,180	\$679,583
Utility Payments - Office (#)	40,547	42,411	1,864
Utility Payments - Office (\$)	\$4,868,375	\$5,518,644	\$650,269
Paymentus (#)	15,037	14,072	(965)
Paymentus (\$)	\$1,521,251	\$1,509,661	(\$11,590)
Lockbox (#)	8,189	8,920	731
Lockbox (\$)	\$1,372,843	\$1,585,904	\$213,061
E-Lockbox (#)	3,396	3,826	430
E-Lockbox (\$)	339,355	437,313	\$97,958
Bank Draft Payments (#)	11546	13015	1,469
Bank Draft Payments (\$)	\$1,200,543	\$1,426,385	\$225,842
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	109	104	(5)
Processed Return Checks (\$)	(\$16,020)	(\$13,100)	\$2,920
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	85,626	20,414	(\$65,212)
Municipal Court - Fines/Bonds (\$)	178,223	207,536	\$29,313
Municipal Court - Credit Card (#)	339	582	243
Municipal Court - Credit Card (\$)	67,899	110,658	42,759
Building Permits Cash Report (\$)	0	0	\$0
Building Permits Credit Card (#)	0	0	0
Building Permits Credit Card (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. CC (#)	0	0	0
Occupational License - Bldg Insp. CC (\$)	\$0	\$0	\$0
Business License - City Clerk (\$)	0	0	\$0
Accounts Receivable Billed (\$)	\$62,682	\$53,451	(\$9,231)

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

**This affects the Total Revenue Received as well.**

## Budget Services Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
<b>PERSONNEL HOURS - FULL TIME</b>				
Total Regular Hours Available	320.00	320.00	320.00	320.00
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 Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>320.00</b>	<b>320.00</b>	<b>320.00</b>	<b>320.00</b>
Benefit Hours Taken	77.25	77.25	48.25	48.25
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>242.75</b>	<b>242.75</b>	<b>271.75</b>	<b>271.75</b>
<b>PERMANENT PART-TIME</b>				
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TEMPORARY</b>				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Treasury Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	800.00	712.00	712.00
Total Comp Time Available	14.00	14.00	2.75	2.75
Total Overtime Hours	28.00	28.00	33.50	33.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>842.00</b>	<b>842.00</b>	<b>748.25</b>	<b>748.25</b>
Benefit Hours Taken	150.25	150.25	192.50	192.50
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>691.75</b>	<b>691.75</b>	<b>555.75</b>	<b>555.75</b>
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
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Benefit Hours Taken	0.00	0.00	0.00	0.00
<b>TOTAL ACCOUNTABLE STAFF HOURS</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
<b>TOTAL HOURS AVAILABLE</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**UTILITY      3C**

## Utility Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	1,120.00	1,120.00	1,120.00
Total Comp Time Available	4.00	4.00	20.50	20.50
Total Overtime Hours	77.50	77.50	44.50	44.50
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,201.50	1,201.50	1,185.00	1,185.00
Benefit Hours Taken	191.50	191.50	207.75	207.75
TOTAL ACCOUNTABLE STAFF HOURS	1,010.00	1,010.00	977.25	977.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

## Drive-up Window and Mail Payments - FYE 2025

	24-Jun	24-Jul
Mail Payments - Lockbox	8,189	8,920
Mail Payments - E-Lockbox	3,396	3,826
Mail Payments - Office	312	347
<b>Total Mail Payments - Subtotal</b>	<b>11,897</b>	<b>13,093</b>
Night Deposits	143	174
Paymentus Payments	15,037	14,072
<b>Without assistance paymnts - Subtotal</b>	<b>15,180</b>	<b>14,246</b>
Office Payments	2,034	2,155
<b>With assistance payments - Subtotal</b>	<b>2,034</b>	<b>2,155</b>
<b>Total Payments Processed - Subtotal</b>	<b>29,111</b>	<b>29,494</b>
Bank Draft (ACH) Payments	11546	13015
<b>Total Payments (Utility)</b>	<b>40,657</b>	<b>42,509</b>
<b>Total Payments</b>	<b>58,222</b>	<b>58,988</b>

### Traffic Counter at Drive-up Facility

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

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

## Utility Division Activity Report - FYE 2025

	FYE 25		FYE 24	
		YTD		YTD
STATUS REPORT				
Regular Utility Accounts Billed	45,692	45,692	44,431	44,431
New Deposit Ons Billed	1,101	1,101	928	928
Final Accounts Billed	992	992	781	781
TOTAL METERS READ	47,785	47,785	46,140	46,140

**FIRE DEPARTMENT**

**4**



## NFD Monthly Progress Report July 2024

### Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	33	1.96%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1030	61.13%
4 - Hazardous Conditions (No Fire)	26	1.54%
5 - Service Call	152	9.02%
6 - Good Intent Call	337	20.00%
7 - False Alarm & False Call	90	5.34%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	1	0.06%
Incomplete Reports	16	0.95%
<b>Total Incident Count (Unique Calls)</b>	1685	100.00%
<b>Number of Total Unit Responses</b>	2080	

Total Fire Loss    \$24,520.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
<b>Station #1</b>	381	284	0:04:44
<b>Station #2</b>	210	305	0:05:05
<b>Station #3</b>	266	381	0:06:21
<b>Station #4</b>	187	327	0:05:27
<b>Station #5</b>	70	605	0:10:05
<b>Station #6</b>	53	460	0:07:40
<b>Station #7</b>	186	349	0:05:49
<b>Station #8</b>	135	375	0:06:15
<b>Station #9</b>	193	342	0:05:42

#### Community Outreach

Tours and Special Events	19	Station Tours, Fireworks Support, Parades, Career Days, Community Events
--------------------------	----	--

#### Burn Permits

Burn Permits Issued	184	Conditions were favorable for burning 16 days in July
---------------------	-----	---

#### Training

Total Personnel Training Hours	1704	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator
--------------------------------	------	---

## NFD Monthly Progress Report July 2024

### Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD3*	11	1	2	2	2	0	1	1	0	2
Chief 301	10	2	2	0	2	0	0	2	2	0
Chief 302	17	0	4	4	0	0	0	6	2	1
Chief 303	13	3	2	0	1	0	0	5	2	0
Chief 304	11	2	2	1	1	0	0	3	1	1
Chief 401	7	0	2	0	1	0	2	2	0	0
Chief 402	15	1	0	4	0	2	3	3	0	2
Chief 403	4	0	1	1	0	0	2	0	0	0
Chief 404	5	2	0	0	1	1	1	0	0	0
Engine 1	360	341	0	6	0	0	0	10	0	3
Brush 1	9	6	0	2	0	0	0	1	0	0
Ladder 1	60	45	3	4	2	0	0	3	0	3
Engine 2	228	1	209	6	5	0	0	6	1	0
Brush 2	10	0	7	2	0	0	0	0	1	0
Ladder 2	14	2	3	2	2	0	0	3	0	2
Engine 3	275	2	2	263	0	0	0	1	3	4
Brush 3	3	0	0	3	0	0	0	0	0	0
Engine 4	197	1	8	1	183	0	0	2	2	0
Brush 4	6	0	3	1	0	0	0	0	2	0
Tanker 4	1	0	0	0	0	0	0	0	1	0
Engine 5	12	0	0	0	0	9	3	0	0	0
Brush 5	79	0	0	0	0	74	5	0	0	0
Engine 6	24	0	0	0	0	3	20	0	0	1
Brush 6	62	0	0	1	0	6	52	0	0	3
Lake Boat 6	1	0	0	0	0	0	1	0	0	0
Rescue 7	2	0	0	0	0	0	0	1	1	0
Squad 7	212	4	5	4	4	0	0	185	8	2
Brush 7	3	0	0	0	0	0	0	2	1	0
Engine 8	145	0	1	0	5	0	0	5	134	0
Brush 8	2	0	0	0	0	0	0	0	2	0
Tanker 8	3	0	0	0	0	0	1	0	2	0
Engine 9	208	4	0	5	0	1	4	1	0	193
Brush 9	4	1	0	0	0	0	2	0	0	1
Tanker 9	5	0	0	0	0	1	3	1	0	0
EM1*	11	1	2	2	2	0	1	1	0	2
EMS1*	14	1	2	3	2	0	1	2	0	3
Fire Marshal 1	2	0	1	0	0	0	0	1	0	0
Fire Marshal 2	3	1	0	1	0	1	0	0	0	0
Fire Marshal 3	9	1	2	0	2	0	0	2	1	1
Fire Marshal 4	10	1	1	3	0	0	1	2	1	1
Fire Marshal 5	13	4	2	2	1	0	1	1	1	1
	<b>2080</b>	<b>427</b>	<b>266</b>	<b>323</b>	<b>216</b>	<b>98</b>	<b>105</b>	<b>254</b>	<b>165</b>	<b>226</b>

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

## EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

July 31, 2024

<b>Regular Monthly Scheduled Activities</b>	Meetings are held at the Cleveland County Wellness Center unless otherwise noted.
Each morning at 7:00 am, a silent test of the outdoor warning system is conducted	The test provides an operational snapshot of the status of the system. This information provides information if a unit needs maintenance and if it is operating properly
Each Monday morning at 10:00 am, the National Weather Service conducts a video call regarding the upcoming weekly weather.	This call has the option for video participation and telephone call in. It is primarily for the Emergency Management of jurisdictions, school, State offices involved in EM, Tribes and other entities tasked with severe weather operations. It is not intended for the general public nor is this just a weather forecast. This time allows for interaction with the NWS about concerns that directly affect the local jurisdiction so they may better prepare for incoming weather.
Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club (SCARS, <a href="http://www.w5nor.org">www.w5nor.org</a> ) 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

<p>Each Saturday 12:00 Outdoor Warning audible test. This test is supported by the Amateur radio club to assist in identifying and verifying units needing maintenance. Residents can assist by "Adopting a Pole" and reporting the siren status they adopt at the website <a href="http://www.w5nor.org">www.w5nor.org</a></p>	<p>community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing. Effective date is TBD</p> <p>Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.</p>
<p>Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps. This meeting has been moved to the Cleveland County Wellness Center.</p>	<p>The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.</p>
<p>Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross</p>	<p>Meetings are conducted at the Fire Training Center and usually held on an as needed basis.</p>
<p>Local Emergency Preparedness Committee</p>	<p>Meets quarterly (Meets at the Well) under the management of the Cleveland County Emergency Management office. The public is welcome to address any concerns regarding emergency planning or SARA Title III information. Also, the LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided each meeting.</p>

<b>Other Emergency Management Activities</b>	
Planning Meeting for Upcoming Events each first Friday of the month	2024 is a busy year for supporting events. EM Division will conduct a planning meeting with CCHD and NERVT to plan support for a 30/60/90/ day schedule
<b>Local Response</b>	
Red Cross Coordination for burnouts. July resulted in 0 call out for assistance.	With the reorganization in the Red Cross and the turmoil of having an in-home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
July 13-19, 2024, Norman EM coordinated a Youth Preparedness Camp at Murray State College in Tishomingo. This was an excellent camp supported by 6 County EM organizations, the Medical Reserve CORPS and alumni students from previous camps. This camp also included water safety training.	This camp provided teens with preparedness skills, leadership skills and team building. Hands on skills included fire suppression, Utility controls, light search and rescue and basic first aid. Point to note is this may be the last of such camps as the newly re-established Homeland Security office has indicated they will no longer support the program.
Norman Response Volunteers and the MRC volunteers supported the annual Norman Conquest. On July 13, 2024.	This annual bike rides provides a funding source for the JD McCarty Center. Hundreds of bike riders choose from a short course or a long course to complete. The volunteers provide rehab and medical support for the riders.
Future Projects are being planned for PSST funding, legal opinion for Emergency Management to receive PSST money was positive	The vote of the people approved funding for a new facility for dispatch and a new emergency operations center. The primary focus was the dispatch

	<p>operation. At one point the EOC portion was dropped from the plans. The final project allowed for a minimum EOC facility. Emergency Management was not included in the majority of the planning nor budget planning. The PSST project was approved to include the EOC. However, budgeting for support the EOC was minimal and did not include funding for the operational aspects of an EOC. Norman EM budget was required to fund those portions not properly planned for. Such items as radio equipment, antenna configurations, cabling all to be funded by the EM base budget.</p>
New EOC facility	<p>EM continues to have to fund most of the need from budget funding. An approval from the PSST funds for automation equipment was given. Once occupied there will be a listing of needed modifications created to best suit the needs of the EOC. The external tower was installed and the radio room equipment has been identified and request. An administrative assistant position has been needed and will be requested again.</p>
<b>Community Preparedness Events</b>	
Demand for the Medical Reserve CORPS\Norman Response Volunteers continues to increase.	<p>Anticipation of supporting several community event venues increases the ability to enhance preparedness in the community. The addition of having a UAV pilot in the group expands the capability to the community.</p>

The upcoming fall season will be extremely busy	We have requests from various organizations to provide services and look forward to a robust season
<b>Disaster Reimbursement Status</b>	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through.	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
A long Term Recovery Committee has formed to those affected by the February 2024 tornado.	This storm was not a declared storm and the LTRC can coordinate assistance for those residents that still have unmet needs.
<b>Mitigation Grant Status</b>	
Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
<b>Severe Weather Issues</b>	
National Weather Service Storm Spotter Training	<a href="https://www.weather.gov/normanspotter">NWS Norman Spotter Schedule (weather.gov)</a>

## July 2024 Fire Prevention Activity Summary

### Prevention Department Update and Activities

Training	57 hours	Community Risk, Evidence Collection, Preservation and Forensic Labs, Multi-agency training, etc
Inspection/Re-Inspection Activities	80 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools, Fire Watch, Fireworks
Smoke Detectors	16	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	11	1 Joint, 7 Closed (1 Arrest), 0 Complete, 3 Pending
Investigative Activities	45 hours	Fire Scene Investigation, reports, OSBI, Court Appearances, interviews/Interrogation, Obtain Warrant, File Charges
Department Meetings	22 (21 hours)	Shift Change Meetings, Staff Meeting, Crime Stoppers
Station & Equipment Maintenance	28 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	7	Public education, city events

### Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews	22	23
Fire Protection System Plan Reviews	8	19
Building Inspections/Re-inspections	43	29
Meetings	10	13
Training (credit hour class/ target solutions/ FP plan review)	4	22
Communication	N/A	10
<b>Totals</b>		<b>121</b>
Time Off (VAC, SICK, Holiday)	N/A	20

**HUMAN RESOURCES**

**5**

**HUMAN RESOURCES**  
**Monthly Report**  
**July 2024**

**HUMAN RESOURCES**

Total number of Employees: 1116

Orientations: 3 – 13 new hires

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

Terminations: 10

**ADMINISTRATION**

- FMLA cases – 6 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
  - 65 birthday and 71 anniversary

**BENEFITS**

New Enrollments: 2

<b>Benefit Participation</b>		
	#	%
Medical	827	96%
Dental	787	92%
Vision	587	68%
Disability	426	50%
Supplemental Life	435	51%

*\* Total Benefit Eligible Population: 858*

<b>Claims</b>		
Rx Claims		
	ACTIVE	\$281,420.09
	RETIREE	\$ 12,006.75
	COBRA	\$ -
	HSA	\$ -
Medical Claims		\$ 598,210.00
Dental Claims		\$ 89,707.77
Death Claims		0

**PERSONNEL ACTIONS**

**NEW HIRES – 8**

Dept./Div.	Position	Number of Employees
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Tennis	Tennis Shop Attendant	1
Police/Staff Services	Records Clerk	1
Public Works/Fleet	Fleet Service Technician	1
Public Works/Streets	Maintenance Worker I	1

Utilities/WLM	Laborer	1
Utilities/WLM	Utility Distribution Worker I	2

**PROMOTIONS – 3**

Dept./Div.	Position	Number of Employees
Police/Emergency Communications	Communications Officer III	1
Police/Staff Services	Parking Service Officer	1
Public Work/Traffic	Maintenance Worker II	1

**DEMOTION – 1**

Dept./Div.	Position	Number of Employees
Finance/Utility Billing Customer Service	Utility Billing Service Rep	1

**SEPARATIONS – 10**

Dept./Div.	Position	Number of Employees
City Attorney's Office	City Attorney	1
Finance/Utility Billing Customer Service	Utility Billing Service Rep	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Westwood Pool	Slide & Gate Attendant	1
Parks & Rec/YFAC	Lifeguard Leader	1
Parks & Rec/YFAC	Recreation Leader I	2
Police/Staff Services	Police Officer	1
Utilities/WLM	Utility Distribution Worker I	1
Utilities/WRF	Laborer	1

**TURNOVER STATS**

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	15		0.00%
City Clerk	6		0.00%
Finance	23	1	4.35%
Fire	164		0.00%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9	1	11.00%
Municipal Court	12		0.00%
Parks & Recreation-Total	81	5	6.17%
Planning & Comm Dev.	38		0.00%
Police	256	1	0.39%
Public Works	125		0.00%
Utilities	159	2	1.23%

**RECRUITMENT**

**Positions Requisitioned for Refill by Department/Division (# of vacancies)**

\*included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT\*

**Parks & Recreation**

PT Recreation Technician (2)	PT* All Locations – Recreation Center Specialist
Program Coordinator (1)	
<b>Police</b>	
Police Officer (19)	Animal Welfare Technician (1)
Veterinary Technician (1)	Animal Welfare Officer (1)
<b>Public Works</b>	
Engineering - City Surveyor (1)	Capital Projects Engineer (1)
Mechanic II (Transit) (1)	
<b>Utilities</b>	
Sanitation - Sanitation Worker I (2)	Sanitation Worker II (1)
<b>Human Resources</b>	
Recruiter (1)	
<b>City Clerk</b>	
Admin Tech III – (1)	
<b>City Manager</b>	
Communications & Engagement Coordinator (1)	

**DAYS TO FILL**

Full Time Position	Hire Date	Date Posted	Days to fill
Utility Distribution Worker I (2)	7/1/24	6/5/24	26
Maintenance Worker I	7/5/24	3/28/24	99
Fleet Service Technician	7/19/24	4/22/24	88
Police Records Clerk	7/19/24	11/22/23	240
Sanitation Worker I	7/26/24	4/24/24	93
Traffic Mngt Center Engineer	7/26/24	3/14/24	134
Firefighter	7/29/24	5/29/24	61

PT/Seasonal Position	Hire Date	Date Posted
Recreation Center Specialist	7/3/24	Ongoing
Tennis Shop Attendant	7/23/24	Ongoing
Lifeguard	7/30/24	Ongoing
Aquatic Facility Maintenance I	7/24/24	Ongoing

\*393 registrations/applications to our openings, 12 new requisitions opened.

**SAFETY**

**Fitness for Duty Meetings**

Department	Number Held
Parks & Rec/Facility Maintenance	1
Parks & Rec/Park Maintenance	1

**Return to Work Meetings**

- Completed ADA Open Discussion – Bring Your Barriers training presented by BlueDAG.
- Completed Minimizing Implicit Bias for HR Professionals presented by Rocky Mountain ADA Center Training.

**CSR:**

**Employee Resource Groups (ERGs):** LGBTQ+ Alliance met to discuss an upcoming movie night as well as a book club and other activities for the group. The Alliance of Black Employees (ABE) met to honor the outgoing president and to gauge interest in the ERG.

- Completed “The Power of Generational Diversity in the Workplace” 2024 Women’s Leadership Series presented by Gallagher.
- Presented National Ice Cream Month event for employees to come out and socialize with one another while cooling off with a cold treat!

**Committees:**

**Human Rights Commission (HRC)** – The monthly meeting took place on Monday, July 22, 2024, at the Development Center as the conference room in City Hall was being renovated. Chair Aisha Ali discussed ways to fill the vacancies on the Human Rights commission. There have been numerous applicants from different communities that have applied in the last two months. A tentative date was set for the 2025 Interfaith Breakfast. Commissioners are all looking into speakers and locations for the event. The next meeting will be held on Monday, August 26, 2024, at City Hall.

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

**Cleveland County disABILITY Coalition** – The monthly meeting took place on Tuesday, July 2, 2024. RoseAnn Duplan provided a legislative update. The interim study list has been released. Disability related items that are being discussed are as follows:

- Oversight and Protection of Vulnerable Adults
- End of Life Care
- Dual Diagnosis (ID and Mental Health)
- IDEA and expansion of Part C

Chair Kelli Freeman with Oklahoma Work Incentives Planning and Assistance Project (OWIPA). The OWIPA Project provides direct work incentives planning and assistance services to disability beneficiaries receiving Supplemental Security Income (SSI) and/or Social Security Disability Insurance (SSDI) beneficiaries across the state of Oklahoma to assist them in their employment efforts. The next meeting will be held on Tuesday, August 6, 2024, at United Way.

**CITY OF NORMAN EMPLOYEE DEMOGRAPHICS**  
*(Includes full-time, part-time, and temp/seasonal employees)*

Gender	Total Population	% of Total Population
Female	335	29.7%
Male	794	70.3%
	<b>1129</b>	<b>100.00%</b>

Job Classification by Gender		
Job Classification	Female	Male
Full-Time	176	670
Part-Time	42	40
Permanent Part-Time	0	0
Temporary	117	84
	<b>335</b>	<b>794</b>

Ethnicity by Race		
Ethnicity	Total #	Total %
American Indian/Alaskan Native	48	4.2%
Asian	17	1.5%
Black/African American	52	4.6%
Hispanic/Latino	35	3.1%
Pacific Islander/Native Hawaiian	1	0.1%
Two or More Races	62	5.5%
White	914	81.0%
	<b>1129</b>	<b>100.00%</b>

Diversity by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	16	32
Asian	7	10
Black/African American	13	39
Hispanic/Latino	10	25
Pacific Islander/Native Hawaiian	0	1
Two or More Races	23	39
White	266	648
	<b>335</b>	<b>794</b>

Diversity % by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	1.4%	2.8%
Asian	0.6%	0.9%
Black/African American	1.2%	3.4%
Hispanic/Latino	0.9%	2.2%
Pacific Islander/Native Hawaiian	0%	0.1%
Two or More Races	2.0%	3.5%
White	23.6%	57.4%
	<b>29.7%</b>	<b>70.3%</b>



**CITY OF NORMAN**

Information Technology Department  
Monthly Report – July 2024.

Working projects for the IT Department are as follows:

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

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

Print consolidation	Work with outside vendor to consolidate all print, fax, copy machines in CoN facilities.	In Progress estimated full completion in 2027
Automated Meter Infrastructure	Implement and integrate AMI for meter reading and utility billing.	In Planning – customer portal configuration in progress. Communication radios installation in progress.
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	Complete.
Network Infrastructure Improvements	Utilize our new Network Engineer who will work closely with the Network and Infrastructure Manager, to review and improve our cabling, switching, and network configuration.	In Progress: The IT Department has been granted access to 5% of the annual capital funds for business critical software and infrastructure needs.
Integration of Computer Aided Dispatch with OU PD	Create a software as a service model to share public safety software data with and between OU PD	Fiber infrastructure connected. Network segmentation complete. Testing of connections and software access in progress to be complete by August 24.
Move existing secondary IT Datacenter to new location.	Move all equipment from the current secondary site to a new more robust and secure site.	Physical and virtual moves for the data center began May 2024 – full move expected to be complete by December 2024

### Support Tickets:

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

### Users Supported:

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

### Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 323,314 attempted incoming and 140,484 outgoing messages for the month of July 2024. Incoming messages totaling 132,177 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 40% of our inbound mail. This percentage has increased from previous months for malicious email/spam. Our security efforts are having a positive effect on reducing the total number of malicious email inbound. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases the opportunity for entrance of a virus into the network. It also creates waste, reduces productivity, and decreases valuable storage space.

### Web Site:

The City of Norman's web site is hosted, updated and maintained by the IT Department. In the month of June 2024, the City of Norman's web site had 136,013 individual web sessions access the web site for 257,222 total page views. Of those sessions, 85,058 were identified as Users to view content on the City web site (see **IT Table 4a and 4b**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. Since its completion in June 2020, the site has had a few major upgrades including a new search feature and this has contributed to more relevant search results. The site boasts a build in engine that allows it to function as an app on mobile devices and

tablets.

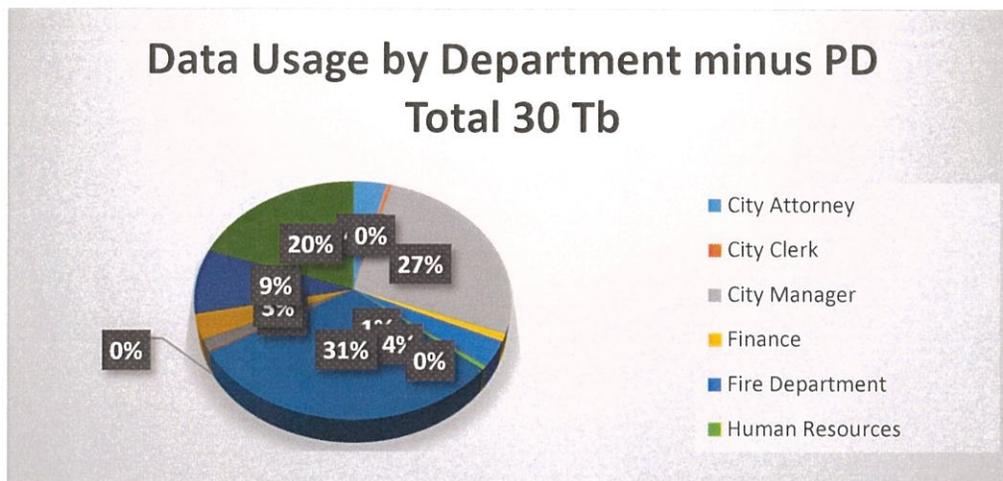
### Data Storage:

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

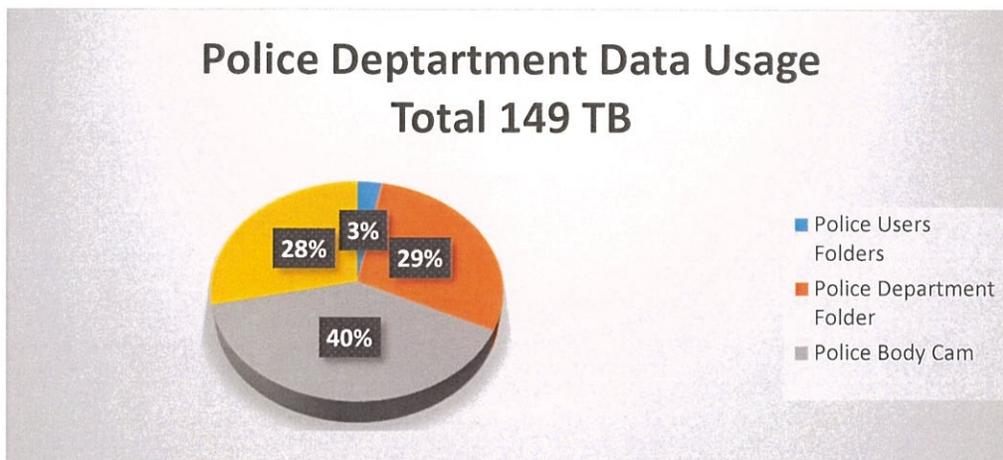
### ERP Project Implementation Progress:

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

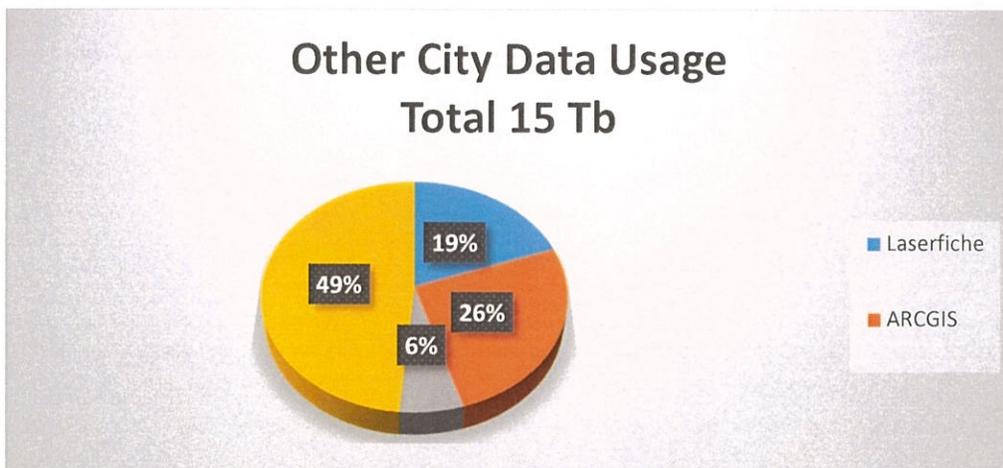
IT Table A



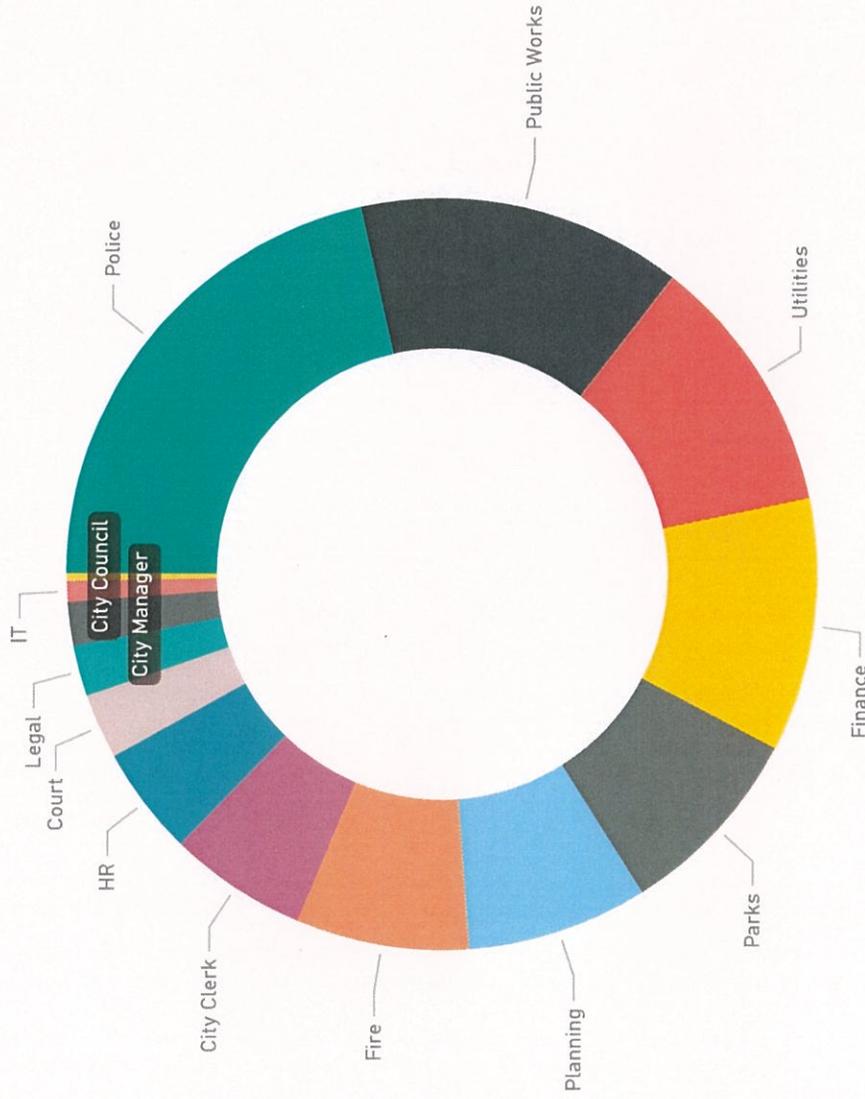
IT Table B



IT Table C



**Tickets by Department**



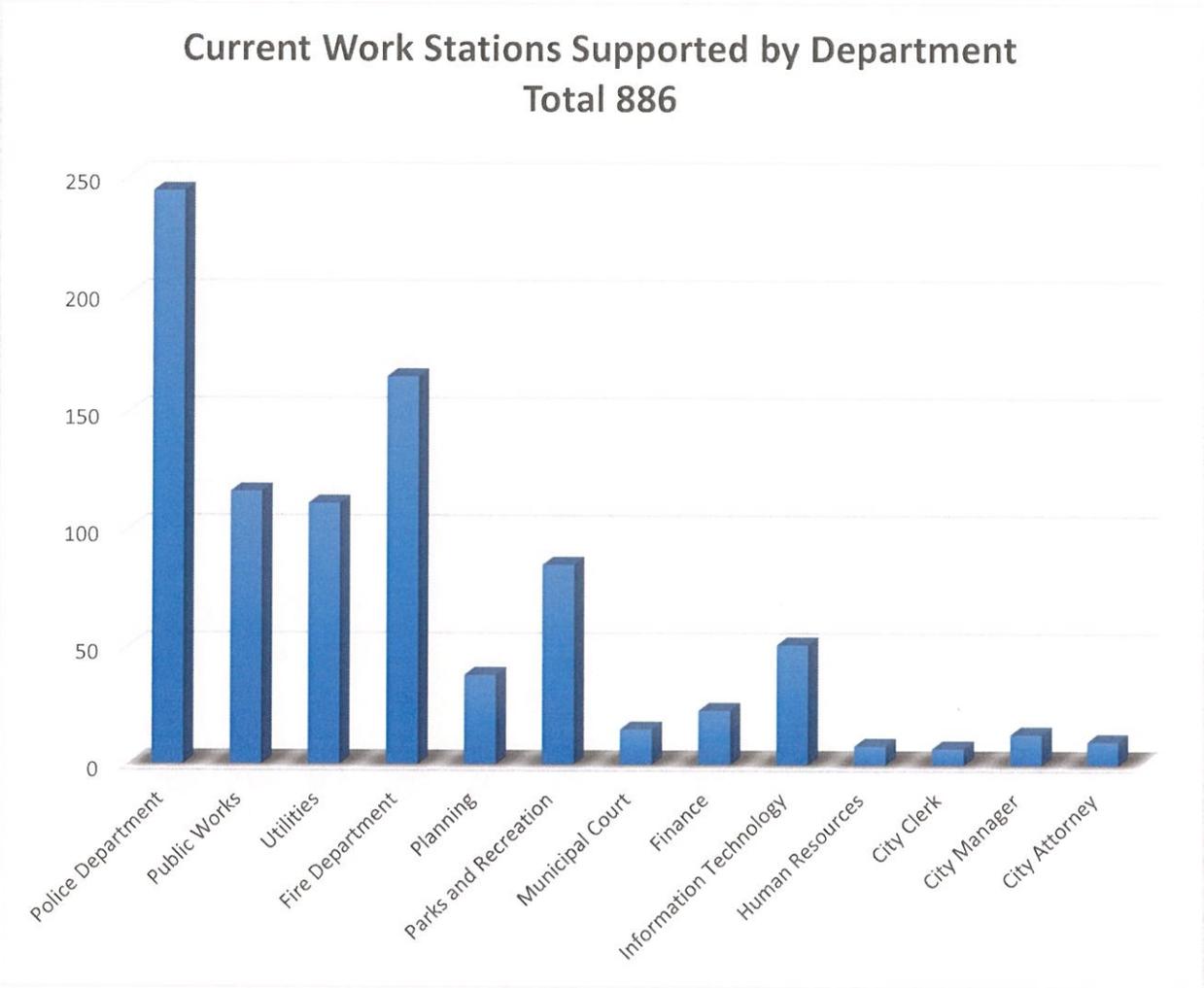
**New Tickets**

**321**

Department	Created	Closed
City Clerk	19	17
City Council	1	1
City Manager	6	6
Court	9	8
Finance	35	33
Fire	24	22
HR	15	14
IT	3	3
Legal	7	7
Parks	27	23
Planning	25	25
Police	69	66
Public Works	45	45
Utilities	36	32
<b>Total</b>	<b>321</b>	<b>291</b>

Police accounted for 21.50% of Ticket Count.

**Table 2**





# Executive Summary

ironport.example.com

**01 Jul 2024 00:00 to 31 Jul 2024 23:59 (GMT -05:00)** Data in time range: 100.0 % complete

### Incoming Mail Graph

### Incoming Mail Summary

Message Category	%	Messages
Stopped by IP Reputation Filtering	37.7%	121,786
Stopped by Domain Reputation Filtering	0.7%	2,381
Stopped as Invalid Recipients	0.0%	3
Spam Detected	2.4%	7,659
Virus Detected	0.0%	31
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	18
Stopped by Content Filter	0.1%	299
Stopped by DMARC	1.4%	4,645
S/MIME Verification/Decryption Failed	0.0%	0
<b>Total Threat Messages:</b>	<b>40.9%</b>	<b>132,177</b>
Marketing Messages	16.2%	52,371
Social Networking Messages	1.4%	4,625
Bulk Messages	16.5%	53,290
<b>Total Graymails:</b>	<b>34.1%</b>	<b>110,286</b>
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	25.0%	80,851
<b>Total Attempted Messages:</b>		<b>323,314</b>

### Outgoing Mail Graph

### Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	0
Stopped by DLP	0.0%	0
Clean Messages	100.0%	140,608
<b>Total Messages Processed:</b>		<b>140,608</b>

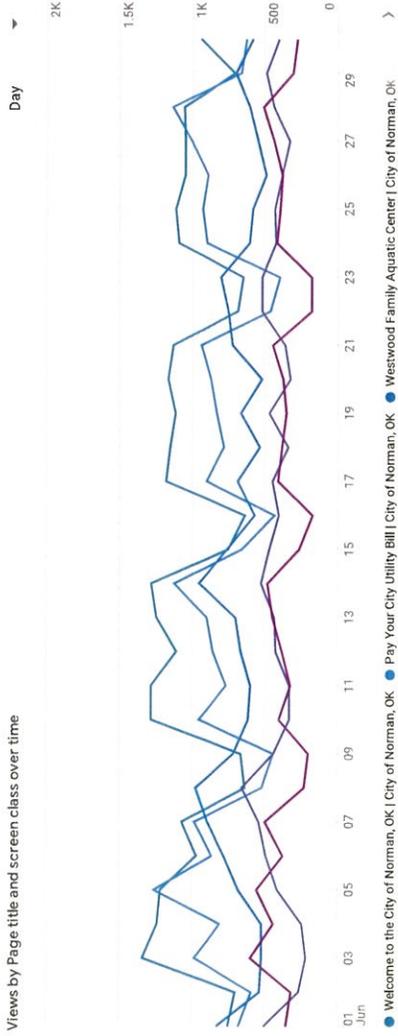
Message Delivery	%	Messages
Hard Bounces	6.8%	9,484
Delivered	93.2%	131,000
<b>Total Messages Delivered:</b>		<b>140,484</b>

All Users Add comparison

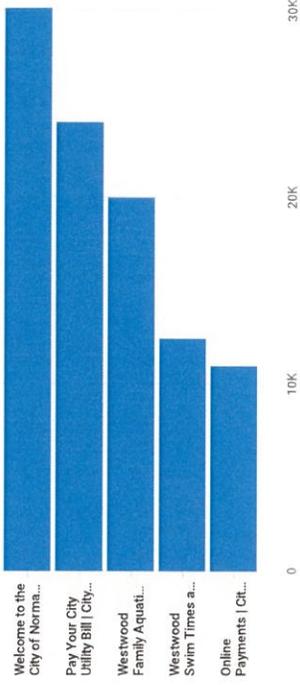
### Monthly Page Views

Add filter

Views by Page title and screen class over time



Views by Page title and screen class



Search...

Rows per page: 10 Go to: 1 < 1-10 of 1353 >

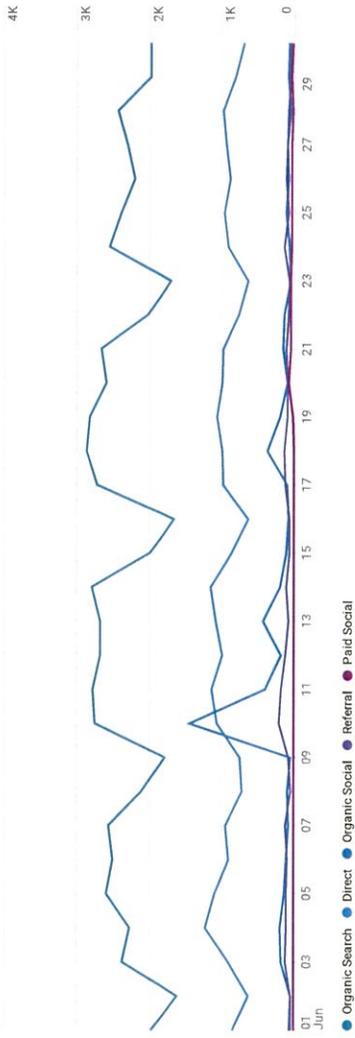
Page title and screen class	Views	Users	Views per user	Average engagement time	Event count
1 Welcome to the City of Norman, OK   City of Norman, OK	257,222 100% of total	85,058 100% of total	3.02 Avg 0%	1m 01s Avg 0%	775,473 100% of total
2 Pay Your City Utility Bill   City of Norman, OK	30,113	17,263	1.74	18s	82,853
3 Westwood Family Aquatic Center   City of Norman, OK	24,001	13,694	1.75	16s	86,193
4 Westwood Swim Times and Admission Prices   City of Norman, OK	19,966	12,604	1.58	24s	68,547
5 Online Payments   City of Norman, OK	12,416	7,815	1.59	42s	27,826
6 Adopt a Pet   City of Norman, OK	10,955	6,884	1.59	13s	28,092
7 Animal Welfare   City of Norman, OK	6,313	3,332	1.89	21s	20,557
8 Job Opportunities   City of Norman, OK	5,742	3,529	1.63	16s	18,033
9 Season Passes   City of Norman, OK	5,095	2,951	1.73	1m 19s	15,347
10 Westwood Golf Course   City of Norman, OK	4,531	3,254	1.39	48s	11,675
	4,404	2,505	1.76	37s	14,816

All Users Add comparison

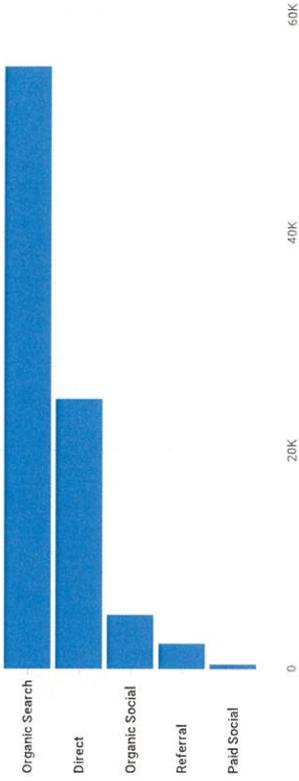
### Monthly Site Traffic

Add filter

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



Users by Session primary channel group (Default Channel Group)



Search...

Rows per page: 10 1-8 of 8

Session primary.. Channel Group	↓ Users	Sessions	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count	Session key event rate
	100% of total	100% of total	100% of total	Avg 0%	Avg 0%	Avg 0%	Avg 0%	All events	All events
1 Organic Search	85,058	136,013	80,804	38s	0.95	5.70	59.41%	775,473	0%
2 Direct	55,206	93,804	62,057	44s	1.12	5.98	66.16%	560,886	0%
3 Organic Social	24,700	32,031	15,393	23s	0.62	5.21	48.06%	166,867	0%
4 Referral	4,918	6,044	1,910	13s	0.39	4.06	31.6%	24,551	0%
5 Paid Social	2,291	3,597	2,044	46s	0.89	5.50	56.83%	19,768	0%
6 Unassigned	389	411	140	12s	0.36	4.11	34.06%	1,690	0%
7 Email	269	308	0	1m 18s	0.00	4.77	0%	1,469	0%
8 Organic Video	43	64	30	40s	0.70	3.52	46.88%	225	0%
	1	2	2	56s	2.00	8.50	100%	17	0%

**LEGAL 7**

## MONTHLY REPORT - LEGAL DEPARTMENT

July 2024 Report

(Submitted August 9, 2024)

### MONTHLY HIGHLIGHTS:

#### Nations et al v. City of Norman, CV-2024-2035

This case was filed on July 9, 2024. It challenged the special election set by Council for August 27, 2024, regarding the proposed Rock Creek Entertainment District. On July 11, 2024, the district court entered an order cancelling the special election set by Council for August 27, 2024. On July 29, 2024, the parties agreed to dismiss the case as moot without prejudice. Accordingly, this case will no longer appear on the Monthly Report.

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

The settlement reached in this case has been finalized, and thus it will no longer appear on the Monthly Report.

### LIST OF PENDING CASES:

#### **UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT**

#### **UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK**

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

#### **UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA**

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

#### **OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS**

#### **COURT OF CRIMINAL APPEALS**

None

#### **CLEVELAND COUNTY DISTRICT COURT**

##### **A. *General Lawsuits***

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

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

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

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

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

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

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

FOP v. City of Norman, CV-2011-876 L (K)  
Martin Flores v. City of Norman & John Doe, CJ-2021-1051 (K)  
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)  
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)  
City v. Lonnie Hodges, CV-2020-2922  
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)  
McCarver v. City of Norman, CJ-2013-128 TS (K)  
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)  
Shaz Investment Group, LLC v. City of Norman, CJ-2021-1044 (K)  
Smith et al v. Norman Regional Health System v. City of Norman, CJ-2014-874 (K)  
Walling v. Norman Regional Health System, et al, Case No. SD-121340, CJ-2014-874 (K)  
Winters v. City of Norman, CJ-2023-1287 (R)  
West Lindsey Center Investors, LLC v. City of Norman, et al., CJ-2022-693 (K)

**B. *Condemnation Proceedings***

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

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

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

**D. *Municipal Court Appeals***

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

**E. *Small Claims Court***

None

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

None

## **LABOR / ADMINISTRATIVE PROCEEDINGS**

### **A. *Grievance & Arbitration Proceedings (K)***

This office has assisted with the following grievances:

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

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

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

AFSCME Grievance FYE 24-06 – (Malia Ross – Discipline)

AFSCME Grievance FYE-24-09 – (James Salley – Termination)

AFSCME Grievance FYE-24-10 – (Hurlonda Hamilton – Health Benefits)

AFSCME Grievance FYE-24-11 – (Hurlonda Hamilton – Health Benefits)

AFSCME Grievance FYE-25--1 – (Hamilton – Reduction in Compensation)

AFSCME Grievance FYE-25-02 – (Supervisor Complaint)

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

IAFF Grievance FYE 23 – (Matt Ferris – Discipline)

IAFF Grievance FYE 23 – (Carl Shanon Smith Termination/Forced Retirement)

IAFF Grievance FYE-23 – (Mass Casualty/Active Shooter Response)

IAFF Grievance FYE 23 – (Change in Conditions of Employment - EMS Protocols)

IAFF Grievance FYE-24 – (Non-Emergency Call Back)

IAFF Grievance FYE-24 – (Failure to Staff Personnel)

IAFF Grievance FYE-24 – (Inclement Weather Policy Denial)

FOP Grievance FYE-24 – (Aaron Deese – Evaluation Rating)

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

### **B. *Equal Employment Opportunity Commission (EEOC)***

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

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

Mr. Wesley filed a complaint with the EEOC

### **C. *Contested Unemployment Claims (OESC)***

**MUNICIPAL COURT PROSECUTIONS**

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

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

**WORKERS' COMPENSATION COURT**

The total number cases pending as of July 2024 are 21. One new Oklahoma Workers Compensation Commission claim was received during the month. Two Settlements and one Court Order are scheduled for consideration by Council in August 2024. The remaining cases are proceeding in active litigation in the Oklahoma Workers’ Compensation Commission/Court of Existing Claims. The current breakdown of pending Workers’ Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Fire	Suppression	10	1	3	9	4
Fire	Prevention					1
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool					1
Planning	Development Services					
Police	Animal Welfare					
Police	Criminal Investigation	1				1
Police	Patrol	4		2	1	4
Police	Administration	0				2
Public Works	Street Maintenance					1

DEPARTMENT	DIVISION	PENDING CASES	FYE 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Public Works	Fleet	1		1		
Public Works	Storm Water	2		2		
Public Works	Traffic Control				1	
Utilities	Line Maintenance	1			1	
Utilities	Sanitation	1			1	
<b>TOTALS</b>		21	1	8	13	14

***List of Pending Cases***

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

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

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

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

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

(Fire, Suppression, Fire Captain, Right Shoulder)

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

(Fire, Suppression, Firefighter, Binaural Hearing Loss)

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

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

***Settlements by Joint Petition in the above claims are scheduled to be considered by Council August 27, 2024.***

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

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

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

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

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

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

***A Court Order in the above claim is pending from the Oklahoma Workers' Compensation Commission.***

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

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

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

(Public Works, Fleet, Service Technician, Neck)

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

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

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

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

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

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

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

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

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

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

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

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

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

**(Fire, Suppression, Firefighter, Right Knee)**

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

(Fire, Suppression, Firefighter, Lower Back)

***A settlement by Joint Petition in the above claim is scheduled to be considered by Council August 13, 2024.***

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

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

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

(Fire, Suppression, Firefighter, Left Knee)

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

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

**TORT CLAIMS**

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

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

<b>CURRENT CLAIM STATUS</b>	<b>FYE 25 TO DATE</b>	<b>FYE 24</b>	<b>FYE 23</b>	<b>FYE 22</b>
Claims Filed	4	61	56	51
Claims Open and Under Consideration	2	4	0	0
Claims Not Accepted Under Statute/Other	0	1	4	3
Claims Paid Administratively	0	25	25	15
Claims Paid Through Council Approval	0	3	2	2
Claims Resulting in a Lawsuit for FY	0	1	0	5
Claims Barred by Statute (No Further Action Allowed)	0	14	25	26
Claims in Denied Status (Still Subject to Lawsuit)	2	13	0	0

**MUNICIPAL COURT**

**8**

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

**CASES FILED**

	<u>JULY</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	788		788	693		693
Non-Traffic	189		189	348		348
<b>SUB TOTAL</b>	977		977	1041		1041
Parking	520		520	384		384
<b>GRAND TOTAL</b>	1497		1497	1425		1425

**CASES DISPOSED**

	<u>JULY</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	812		812	659		659
Non-Traffic	265		265	263		263
<b>SUB TOTAL</b>	1077		1077	922		922
Parking	462		462	403		403
<b>GRAND TOTAL</b>	1539		1539	1325		1325

**REVENUE**

	<u>JULY</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	\$ 86,240.60		\$ 86,240.60	\$ 73,763.44		\$ 73,763.44
Non-Traffic	\$ 20,624.44		\$ 20,624.44	\$ 18,889.93		\$ 18,889.93
<b>SUB TOTAL</b>	\$ 106,865.04		\$ 106,865.04	\$ 92,653.37		\$ 92,653.37
Parking	\$ 20,460.00		\$ 20,460.00	\$ 15,435.00		\$ 15,435.00
<b>GRAND TOTAL</b>	\$ 127,325.04		\$ 127,325.04	\$ 108,088.37		\$ 108,088.37

MUNICIPAL COURT - MONTHLY REPORT  
July 2024

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

The Early Settlement – Norman Mediation Program accepted 22 new cases and closed 31 cases during the month of July 2024. 1 Mediation was held.

**PARKS AND RECREATION**

**9**

## Park Development Activities July 2024

### Norman Forward Neighborhood Parks



Work has been substantially completed for the new neighborhood park being built in the Bellatona/Summit Valley area. Bentley Park (named for former Director of Norman Parks and Recreation Lionel Bentley) is a 6.7 acre site that includes a large shaded playground, tennis and pickleball courts, basketball half-court, a picnic shelter, a 1/3-mile walking trail and extensive areas of native landscape that was built over the past year. We are planning a ribbon cutting and dedication ceremony where a special marker with a bronze relief of Mr. Bentley will be unveiled on Saturday, August 17, at 10am. The Bentley family made a significant donation to the parks department after Lionel's unexpected passing in 2020.

### Westwood Park

We are working with our consultant, GSB Architects, on our masterplan the golf and tennis clubhouse and service areas. We have begun a process that will result in a guiding design program to help us plan for a major project at the park to modernize and expand our facilities and bring those areas up to the standard set by the new Family Aquatics Center and Indoor Tennis Facility built in the early phases of Norman Forward. Our Steering Committee members, City staff and the design team toured similar facilities in OKC in June to explore possible space needs and design details as part of the visioning process for this phase.

### Cultural Center Projects



Crews have substantially completed the re-painting of the Moore-Lindsey Historical House Museum. Both the main house and the old carriage house on the property were primed white, prior to application of the 5-color paint scheme that is indicative of the time when it was built. We also made repairs to the porch balusters, and any rotten house siding and window casings on both buildings over the past year, in anticipation of this paint job. The roof and storm windows were replaced prior to the work, as well.

We have also been in contact with project managers from AMTRAK to discuss a project they will be doing in the coming year to make accessibility improvements to the platform and approaches to the platform at the Santa Fe Depot. The work is part of a federally funded mandate to make passenger rail facilities fully accessible, as described in the ADA Guidelines. Work will be coordinated with the arts organization who operates the facility and hosts several events throughout the year in order to minimize impact on them.

## **Forestry**

A crew from DAVEY Resource Group has been in Norman visiting most of our park properties to produce a digitally archived tree inventory of public spaces. The species, size, condition, and maintenance plan for the trees in the regularly maintained/mowed areas of parks are the focus of this first inventory. The data will be trackable within the City's GIS layers, and can be modified as-needed via the TreeKeeper software that DAVEY makes available to its clients. We are not counting trees in the "wild" areas of parks, such as Sutton Wilderness and large expanses of Ruby Grant, Griffin and Saxon parks. We will start planning our public tree care plan in much greater detail based on the results of this work.

DAVEY is also working with the City to review and update our Tree Ordinance to make it more in-tune with the strong private property laws in Oklahoma. Previous provisions of Norman's ordinance were deemed by our legal department to be un-enforceable in some situations where state statute or private property cases had already been litigated in the state.

We are also preparing an RFQ to hire a firm to help us put together a Community Wildfire Protection Plan for Norman. Our Forester is working closely with the Norman Fire Department to be partners in this effort in the coming months, which will help identify and mitigate potential wildfire fuel sources. Every community can benefit from such a plan, and help avoid fire spread if a wildfire occurs.

## JULY 2024 PARK MAINTENANCE DIVISION

JULY 2024 PARK MAINTENANCE DIVISION					
	FY25	FY25		FY24	FY24
SAFETY REPORT	MTD	YTD		MTD	YTD
On-The-Job Injuries	2	2		0	6
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
<b>ROUTINE</b>	<b>Total Man Hours</b>			<b>Total Man Hours</b>	
<b>ACTIVITIES</b>					
Big Mowing	132.00	132.00		172	925.75
Trim Mowing	792.25	792.25		1043	5797.00
Chemical Spraying	232.00	232.00		179.5	1948.00
Fertilization	5.00	5.00		0	92.00
Park Tree Work	73.25	73.25		135	1004.75
Street Tree Work	8.00	8.00		0	16.00
Trash Maintenance	307.50	307.50		323.25	4354.25
Sprinkler Maintenance	204.50	204.50		185.75	1607.50
Watering	9.00	9.00		0	73.00
Painting	0.00	0.00		0	138.00
Landscape Maintenance	185.75	185.75		244	2994.00
Seeding/Sodding	0.00	0.00		0	45.50
Ballfield Maintenance	0.00	0.00		0	101.00
Fence Repairs	72.00	72.00		0	384.75
Equipment Repairs/Maintenance	198.50	198.50		227.5	2408.25
Material Hauling	14.00	14.00		0	634.50
Snow/Ice Removal	0.00	0.00		0	297.00
Christmas Setup	0.00	0.00		0	1146.00
Vector Control	38.00	38.00		30	144.00
Events	91.75	91.75		70.5	590.75
Vandalism Repair	17.75	17.75		6	385.00
Trail Maintenance	0.00	0.00		0	150.00
Playground Maintenance	59.00	59.00		54.5	1279.50
Restroom Maintenance	0.00	0.00		0	783.00
Carpentry/Welding	64.00	64.00		20	1577.50
Shop Time	6.00	6.00		42.5	539.25
Special Projects	0.00	0.00		51	1387.75
Miscellaneous	22.25	22.25		57	1019.50

**JULY 2024  
RECREATION DIVISION  
MONTHLY REPORT**

**Little Axe Community Center:** The Center hosted a PLS bird house painting class while still hosting our monthly OHE classes and bingo. The PLS hosts at the center a monthly story time during the summer for toddler's and will continue this throughout the upcoming School year. The Center served 96 members of the Little Axe community with the small food pantry held at the center on Mondays. Weekly Library deliveries are coming in at high numbers with School starting August 8th. Each Thursday of the month of July the Domino Club holds its meeting for a cool place to play and enjoying freshly brewed coffee. Little Axe Youth Sports had tournaments held every day of the month of July. The rentals have been placed on hold until ball season slows down.

**12th Avenue Recreation Center:** 12<sup>th</sup> Avenue averaged 28 students for the month of July. Field trips taken this month include a weekly trip to the Westwood Family Aquatic Center along with trips to the Sam Noble Museum, the movie theaters to see Despicable Me 4, and Kidz Funtown in Edmond! The camp had Extreme Animals visit and bring interesting animals like a snake, a chinchilla, and a lemur! On site activities included a week of Olympic style games to celebrate this year's summer Olympics!

**Irving Recreation Center:** This month at Irving, the Summer Camp Program continued with 31 kids total. The average number of kids was 23 per day. We went on many trips this month including to the movies, an arcade, and the Jasmine Moran children's museum. With the weather being nice in the mornings, we spent lots of time outside this month. The children played with chalk, as well as getting to fly kites.

**Whittier Recreation Center:** This month at Whittier Recreation Center the Summer Camp program continued with 35 kids enrolled. The daily average attendance was 27 kids per day. For field trips this month we went to Urban Air, Blue Zoo, AMC Theater, iFly Indoor Skydiving, and had Extreme Animals make an onsite trip.

<b>FACILITY ATTENDANCE:</b>	Month	Year to Date
Little Axe Community Center	788	788
12th Avenue Recreation Center	1,719	1,719
Irving Recreation Center	507	507
Whittier Recreation Center	526	526
Reaves Center	300	300
Tennis Center	3,494	3,494

## JULY 2024 YOUNG FAMILY ATHLETIC CENTER MONTHLY REPORT

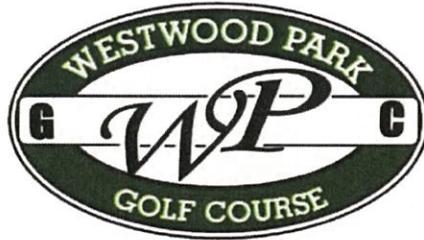
	FYE 2025 MTD	FYE 2025 YTD
YFAC Memberships	\$2,985.00	\$2,985.00
YFAC Day Passes	\$146.00	\$146.00
YFAC Gym Passes	\$2,374.00	\$2,374.00
YFAC Aqua Class/Camp	\$0.00	\$0.00
YFAC GYM Class/Camp	\$0.00	\$0.00
YFAC Misc Class/Camp	\$0.00	\$51,146.00
YFAC POOL Rental	\$7,740.00	\$7,740.00
YFAC GYM Rental	\$262.50	\$262.50
YFAC MISC Rental	\$0.00	\$0.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$35,278.00	\$35,278.00
YFAC Leases	\$7,991.59	\$7,991.59
YFAC Other Revenue/Advertising	\$20,659.54	\$20,659.54
YFAC Leagues	\$0.00	\$0.00
<b>TOTAL INCOME</b>	<b>\$77,436.63</b>	<b>\$77,436.63</b>
YFAC GYM Expenditures	\$14,819.78	\$14,819.78
YFAC POOL Expenditures	\$22,675.37	\$22,675.37
<b>EXPENDITURES</b>	<b>\$37,495.15</b>	<b>\$37,495.15</b>
Income vs. Expenditures	\$39,941.48	\$39,941.48

# JULY 2024 YOUNG FAMILY ATHLETIC CENTER MONTHLY REPORT

FYE 2024 Opened January 2024 through June 2024

	January	February	March	April	May	June
	MTD	MTD	MTD	MTD	MTD	MTD
YFAC Memberships	\$250.00	\$2,335.00	\$ 2,485.00	\$ 4,830.00	\$ 4,830.00	\$ 3,240.00
YFAC Day Passes	\$0.00	\$0.00	\$ -	\$ 118.00	\$ 174.00	\$ 206.00
YFAC Gym Passes				\$ 696.00	\$ 1,491.00	\$ 1,716.00
YFAC Aqua Class/Camp	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC GYM Class/Camp	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC Misc Class/Camp	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC POOL Rental	\$0.00	\$0.00	\$ -	\$ 5,820.00	\$ -	\$ 5,162.00
YFAC GYM Rental	\$9,673.00	\$0.00	\$ -	\$ 2,530.00	\$ 4,490.00	\$ 450.00
YFAC MISC Rental	\$0.00	\$0.00	\$ -	\$ -	\$ 50.00	\$ -
YFAC POOL Tournament	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC GYM Tournament	\$0.00	\$27,070.00	\$ 15,120.00	\$ 53,400.00	\$ 27,027.12	\$ 35,154.95
YFAC Leases	\$0.00	\$0.00	\$ -	\$ -	\$ 4,292.00	\$ -
YFAC Other Revenue/Advertising	\$0.00	\$0.00	\$ -	\$ -	\$ 17,582.80	\$ -
YFAC Leagues					\$ 32,000.00	\$ -
<b>TOTAL INCOME</b>	<b>\$9,923.00</b>	<b>\$29,405.00</b>	<b>\$ 17,605.00</b>	<b>\$ 67,394.00</b>	<b>\$ 91,936.92</b>	<b>\$ 52,206.45</b>
YFAC GYM Expenditures	\$2,066.81	\$10,366.87	\$ 12,223.99	\$ 15,965.64	\$ 24,933.27	\$ 15,617.85
YFAC POOL Expenditures	\$3,422.55	\$12,252.42	\$ 9,551.36	\$ 33,541.95	\$ 19,131.70	\$ 20,550.72
<b>EXPENDITURES</b>	<b>\$5,489.36</b>	<b>\$22,619.29</b>	<b>\$ 21,775.35</b>	<b>\$ 49,507.59</b>	<b>\$ 44,064.97</b>	<b>\$ 36,168.57</b>
Income vs. Expenditures	\$4,433.64	\$6,785.71	\$ (4,170.35)	\$ 17,886.41	\$ 47,871.95	\$ 16,037.88

**WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A**



**JULY 2024**

**Westwood Golf Course Division Monthly Progress Report**

ACTIVITY	JULY FYE'25	JULY FYE'24
Regular Green Fees	614	955
Senior Green Fees	288	345
Junior Fees	250	310
School Fees ( high school golf team players)	11	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	909	1085
Employee Comp Rounds	299	402
Golf Passport Rounds	0	0
9-Hole Green Fee	193	190
2:00 Fees	176	191
Dusk Fees or 5:00 Fees	203	356
PGA Comp Rounds	10	14
*Rainchecks (not counted in total round count)	34	32
Misc Promo Fees (birthday, players cards, OU student)	340	303
Green Fee Adjustments (fee difference on rainchecks)	2	6
<b>Total Rounds</b> (*not included in total round count)	<b>3295</b>	<b>4157</b>
% change from FY '23	-20.74%	
<b>Range Tokens</b>	<b>3570</b>	<b>3398</b>
% change from FY '23	5.06%	
18 - Hole Carts	155	147
9 - Hole Carts	64	52
½ / 18 - Hole Carts	854	1100
½ / 9 - Hole Carts	420	529
<b>Total Carts</b>	<b>1493</b>	<b>1828</b>
% change from FY '23	-18.33%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
<b>Total Trail Fees</b>	<b>0</b>	<b>0</b>
% change from FY '23	0.00%	
<b>TOTAL REVENUE</b>	<b>\$131,850.09</b>	<b>\$171,048.37</b>
% change from FY '23	-22.92%	

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

<b>SAFETY REPORT</b>				
	<b>FY 2025</b>	<b>FY 2025</b>	<b>FY 2024</b>	<b>FY 2024</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0
<b>FINANCIAL INFORMATION</b>				
	<b>FY 2025</b>	<b>FY 2025</b>	<b>FY 2024</b>	<b>FY 2024</b>
	<b>MTD</b>	<b>YTD</b>	<b>MTD</b>	<b>YTD</b>
Green Fees	\$41,554.61	\$41,554.61	\$58,638.11	\$58,638.11
Driving Range	\$14,266.00	\$14,266.00	\$12,971.46	\$12,971.46
Cart Rental	\$23,506.81	\$23,506.81	\$29,395.74	\$29,395.74
Golf Classes	\$0.00	\$0.00	\$0.00	\$0.00
Golf Shop Rentals	\$534.46	\$534.46	\$449.22	\$449.22
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$0.00
Golf Cart Capital	\$1,836.42	\$1,836.42	\$1,895.42	\$1,895.42
Golf Merchandise	\$19,019.54	\$19,019.54	\$17,708.45	\$17,708.45
Restaurant	\$26,292.12	\$26,292.12	\$26,380.21	\$26,380.21
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$4,840.13	\$4,840.13	\$23,609.76	\$23,609.76
<b>TOTAL INCOME</b>	<b>\$131,850.09</b>	<b>\$131,850.09</b>	<b>\$171,048.37</b>	<b>\$171,048.37</b>
Expenditures	\$97,178.69	\$97,178.69	\$86,883.93	\$86,883.93
Income vs Expenditures	\$34,671.40	\$34,671.40	\$84,164.44	\$84,164.44
Rounds of Golf	3,295	3,295	4,157	4,157

1, 7, and 13 greens are growing in and are limited by so many 100 degree days. As the weather becomes cooler, grow in will be much easier and faster. Lots of sod works is being done to repair bare areas on #1 rough areas. A few irrigation leaks are in the process of being repaired. Broadleaf weeds and Nutsedge control on greens banks, tees, tee banks, along cart paths and rough is progressing.

**JULY 2024**  
**WESTWOOD FAMILY AQUATIC CENTER**  
**MONTHLY PROGRESS REPORT**

<b>FINANCIAL INFORMATION</b>				
	<b>FY 2025 MTD</b>	<b>FY 2025 YTD</b>	<b>FY 2024 MTD</b>	<b>FY 2024 YTD</b>
Swim Pool Passes	\$140.00	\$140.00	\$680.00	\$341,461.00
Swim Pool Gate Admission	\$127,178.00	\$127,178.00	\$131,177.00	\$493,741.98
Swim Lesson Fees	\$1,638.00	\$1,638.00	\$5,610.15	\$76,544.30
Swim Pool Rental	\$29,560.38	\$29,560.38	\$19,898.80	\$110,454.96
Swim Pool Classes	\$450.00	\$450.00	\$417.00	\$48,150.00
Swim Pool Merchandise Sales	\$195.88	\$195.88	\$125.12	\$1,161.13
Swim Pool Concessions	\$68,260.00	\$68,260.00	\$71,339.25	\$288,228.07
<b>TOTAL INCOME</b>	<b>\$227,422.26</b>	<b>\$227,422.26</b>	<b>\$229,247.32</b>	<b>\$1,588,988.76</b>
Expenditures	\$195,891.88	\$195,891.88	\$266,932.77	\$1,469,405.22
Income vs Expenditures	\$31,530.38	\$31,530.38	-\$37,685.45	\$119,583.54
<b>ATTENDANCE INFORMATION</b>				
	<b>FY 2025 MTD</b>	<b>FY 2025 YTD</b>	<b>FY 2024 MTD</b>	<b>FY 2024 YTD</b>
Pool Attendance	34427	34427	16473	95647
Adult Lap Swim Morning/Night	58	58	27	248
Water Walkers	3391	3391	65	300
Toddler Time	462	462	213	1090
Water Fitness	916	916	78	349
Swim Team	30	30	0	68
Scuba Rentals	8	8	5	30
Scuba Participants	24	24	17	124
Swim Lesson	295	295	630	1985
Private Swim Lessons	30	30	17	83
Special Events	5	5	4	15
Party/Rentals	4	4	39	158
<b>TOTAL FY 2025 ATTENDANCE</b>	<b>39650</b>	<b>39650</b>	<b>17568</b>	<b>100097</b>
<b>ATTENDANCE INFORMATION MAY 2024 TO JULY 2024</b>				
	Pool Attendance	82660		
	Adult Lap Swim Morning/Night	60		
	Water Walkers	3426		
	Toddler Time	946		
	Water Fitness	1001		
	Swim Team	88		
	Scuba Rentals	20		
	Scuba	80		
	Swim Lesson	375		
	Private Swim	61		
	Special Events	9		
	Party/Rentals	37		
	<b>TOTAL 2024 ATTENDANCE MAY 2024 TO JULY 2024</b>		88763	

**FACILITY MAINTENANCE**

**9B**



# Cost by Maintenance Type

Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
PLUMBING	7,558.90	6,073.04	1,485.86	0.00	0.00	0.00	0.00
HVAC	7,394.84	6,737.38	657.46	0.00	0.00	0.00	0.00
GENERAL	5,849.82	4,124.50	1,725.32	0.00	0.00	0.00	0.00
ELECTRICAL	3,113.47	1,914.37	1,199.10	0.00	0.00	0.00	0.00



# Cost by Building with Maint Type

JULY 2024

<u>Building</u>	<u>Maint Type</u>	<u>Total Cost</u>	<u>Labor</u>	<u>Supplies</u>	<u>Equipment</u>	<u>Inventory</u>	<u>Outsourcing</u>	<u>Overhead</u>
12TH AVE REC	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
CENTER - 1701	HVAC	919.52	821.06	98.46	0.00	0.00	0.00	0.00
12TH AVE NE	<b>Totals:</b>	959.95	861.49	98.46	0.00	0.00	0.00	0.00
A - COURTS -	GENERAL	290.43	40.43	250.00	0.00	0.00	0.00	0.00
321 N WEBSTER	PLUMBING	152.10	152.10	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	442.53	192.53	250.00	0.00	0.00	0.00	0.00
ADULT	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
WELLNESS AND	GENERAL	164.83	119.75	45.08	0.00	0.00	0.00	0.00
EDUCATION	HVAC	635.51	635.51	0.00	0.00	0.00	0.00	0.00
CENTER - 602 N	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
FINDLAY	<b>Totals:</b>	962.07	916.99	45.08	0.00	0.00	0.00	0.00
AGING	PLUMBING	620.01	418.60	201.41	0.00	0.00	0.00	0.00
SERVICES - 329	<b>Totals:</b>	620.01	418.60	201.41	0.00	0.00	0.00	0.00
ANIMAL	HVAC	549.38	549.38	0.00	0.00	0.00	0.00	0.00
WELFARE - 3428	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
S JENKINS	<b>Totals:</b>	751.54	751.54	0.00	0.00	0.00	0.00	0.00
ANIMAL	PLUMBING	194.26	161.73	32.53	0.00	0.00	0.00	0.00
WELFARE	<b>Totals:</b>	194.26	161.73	32.53	0.00	0.00	0.00	0.00
B - POLICE DEPT	GENERAL	379.64	367.42	12.22	0.00	0.00	0.00	0.00
-112 W DAWS	HVAC	298.34	298.34	0.00	0.00	0.00	0.00	0.00
	PLUMBING	422.08	276.23	145.85	0.00	0.00	0.00	0.00
	<b>Totals:</b>	1,100.06	941.99	158.07	0.00	0.00	0.00	0.00
C - HR, IT - 313	GENERAL	702.22	452.22	250.00	0.00	0.00	0.00	0.00
N WEBSTER	HVAC	129.97	129.97	0.00	0.00	0.00	0.00	0.00
	PLUMBING	287.95	287.95	0.00	0.00	0.00	0.00	0.00

	<b>Totals:</b>	1,120.14	870.14	250.00	0.00	0.00	0.00	0.00
CITY HALL - 201	ELECTRICAL	809.90	363.90	446.00	0.00	0.00	0.00	0.00
W GRAY	GENERAL	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	HVAC	182.42	182.42	0.00	0.00	0.00	0.00	0.00
	PLUMBING	114.71	114.71	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	1,184.49	738.49	446.00	0.00	0.00	0.00	0.00
COMPOST	GENERAL	218.11	155.51	62.60	0.00	0.00	0.00	0.00
FACILITY - 398	PLUMBING	82.12	79.31	2.81	0.00	0.00	0.00	0.00
BRATCHER	<b>Totals:</b>	300.23	234.82	65.41	0.00	0.00	0.00	0.00
D -	ELECTRICAL	339.49	239.49	100.00	0.00	0.00	0.00	0.00
DEVELOPMENT	GENERAL	97.79	97.79	0.00	0.00	0.00	0.00	0.00
CENTER - 225 N	HVAC	77.57	77.57	0.00	0.00	0.00	0.00	0.00
WEBSTER	PLUMBING	79.17	79.17	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	594.01	494.01	100.00	0.00	0.00	0.00	0.00
EMERGENCY	ELECTRICAL	38.88	38.88	0.00	0.00	0.00	0.00	0.00
COMMUNICATI	<b>Totals:</b>	38.88	38.88	0.00	0.00	0.00	0.00	0.00
FACILITY	GENERAL	930.15	921.46	8.69	0.00	0.00	0.00	0.00
MAINTENANCE -	PLUMBING	214.96	202.17	12.79	0.00	0.00	0.00	0.00
1910 RESEARCH	<b>Totals:</b>	1,145.11	1,123.63	21.48	0.00	0.00	0.00	0.00
FIRE	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00
ADMINISTRATO	<b>Totals:</b>	38.73	38.73	0.00	0.00	0.00	0.00	0.00
FIRE STATION 1 -	HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00
411 E MAIN	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	38.73	38.73	0.00	0.00	0.00	0.00	0.00
FIRE STATION 2 -	PLUMBING	320.17	213.47	106.70	0.00	0.00	0.00	0.00
2211 W BOYD	<b>Totals:</b>	320.17	213.47	106.70	0.00	0.00	0.00	0.00
FIRE STATION 3 -	PLUMBING	339.97	283.03	56.94	0.00	0.00	0.00	0.00
500 E	<b>Totals:</b>	339.97	283.03	56.94	0.00	0.00	0.00	0.00
FIRE STATION 5 -	ELECTRICAL	271.30	121.30	150.00	0.00	0.00	0.00	0.00
1000 NE 168TH	<b>Totals:</b>	271.30	121.30	150.00	0.00	0.00	0.00	0.00
FIRE STATION 7 -	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
2207 GODDARD	HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00





E MAIN	PLUMBING	268.77	213.03	55.74	0.00	0.00	0.00	0.00
	<b>Totals:</b>	494.14	396.40	97.74	0.00	0.00	0.00	0.00
TRANSIT	GENERAL	38.73	38.73	0.00	0.00	0.00	0.00	0.00
CENTER - 320 E	PLUMBING	193.66	193.66	0.00	0.00	0.00	0.00	0.00
COMANCHE	<b>Totals:</b>	232.39	232.39	0.00	0.00	0.00	0.00	0.00
TRANSIT/PUBLI	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
C SAFETY - 1310	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
DA VINCI	PLUMBING	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	198.76	198.76	0.00	0.00	0.00	0.00	0.00
TRASH	HVAC	63.12	63.12	0.00	0.00	0.00	0.00	0.00
COMPACTORS -	<b>Totals:</b>	63.12	63.12	0.00	0.00	0.00	0.00	0.00
WARMING	HVAC	310.27	310.27	0.00	0.00	0.00	0.00	0.00
SHELTER - 109	<b>Totals:</b>	310.27	310.27	0.00	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	118.19	118.19	0.00	0.00	0.00	0.00	0.00
RECLAMATION -	<b>Totals:</b>	118.19	118.19	0.00	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	483.27	233.27	250.00	0.00	0.00	0.00	0.00
TREATMENT	HVAC	734.62	189.37	545.25	0.00	0.00	0.00	0.00
PLANT - 3000 E	PLUMBING	54.04	40.43	13.61	0.00	0.00	0.00	0.00
ROBINSON	<b>Totals:</b>	1,271.94	463.08	808.86	0.00	0.00	0.00	0.00
WESTWOOD	ELECTRICAL	38.88	38.88	0.00	0.00	0.00	0.00	0.00
GOLF COURSE -	PLUMBING	82.51	79.31	3.20	0.00	0.00	0.00	0.00
2400	<b>Totals:</b>	121.39	118.19	3.20	0.00	0.00	0.00	0.00
WESTWOOD	ELECTRICAL	151.20	121.30	29.90	0.00	0.00	0.00	0.00
POOL - 1017	GENERAL	864.97	283.03	581.94	0.00	0.00	0.00	0.00
FAIRWAY DR	PLUMBING	608.61	202.17	406.44	0.00	0.00	0.00	0.00
	<b>Totals:</b>	1,624.78	606.50	1,018.28	0.00	0.00	0.00	0.00
WESTWOOD	HVAC	111.40	111.40	0.00	0.00	0.00	0.00	0.00
TENNIS CENTER	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
- 2420	<b>Totals:</b>	151.84	151.84	0.00	0.00	0.00	0.00	0.00
WHITTIER REC	ELECTRICAL	216.96	77.76	139.20	0.00	0.00	0.00	0.00
CENTER - 2000	GENERAL	90.43	40.43	50.00	0.00	0.00	0.00	0.00
W BROOKS	HVAC	706.07	692.32	13.75	0.00	0.00	0.00	0.00

8/2/2024 3:57:59 PM

	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00
	<b>Totals:</b>	1,052.19	849.24	202.95	0.00	0.00	0.00	0.00
YOUNG	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
FAMILY	GENERAL	793.56	401.22	392.34	0.00	0.00	0.00	0.00
ATHLETIC	HVAC	575.54	575.54	0.00	0.00	0.00	0.00	0.00
CENTER - 2201	PLUMBING	362.93	332.63	30.30	0.00	0.00	0.00	0.00
TRAE YOUNG	<b>Totals:</b>	1,772.46	1,349.82	422.64	0.00	0.00	0.00	0.00

**PLANNING AND COMMUNITY DEVELOPMENT 10**

# July 2024 Residential Permit Activity

Report Category	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation
Residential, Accessory Structure	PRAB202400704	2024-07-26	3300 BLACKBIRD LN	1588	PUD	6	FROST CREEK	LANDMARK FINE HOMES, LP	\$275,000.00
	PRAB202402157	2024-07-05	14350 OTIS LN	1600	A-2	5	HIDDEN FOREST ADD. PHASE 2 COS	ALFORD, SCOTT	\$48,000.00
	PRAB202402195	2024-07-01	821 E SYMMES ST	120	R-2	4	ANIOL ADD	COUNTRYSIDE REALTY-KERRY GREEN	\$1,865.00
	PRAB202402695	2024-07-01	925 CHAUTAUQUA AVE	522	R-2	4	CAMPUS ADD	BRAD OWENS	\$130,000.00
	PRAB202402804	2024-07-01	824 OAKBROOK DR	240	R-1	4	WILLOW BROOK ADD	FREDGREN, TOM	\$15,000.00
	PRAB202402864	2024-07-10	3508 BRIGHT ST	140	R-1	8	CASCADE ESTATES SEC. 2	BAKER, SONJA RENAY	\$4,500.00
	PRAB202403142	2024-07-15	1802 STONEWOOD CIR	2000	RE	5	LEWIS BRYANT ADD #2	HOMEWORK CONSTRUCTION & REMODELING LLC	\$50,000.00
	PRAB202403181	2024-07-11	805 PEPPERTREE CT	192	R-1	1	COLONIAL EST #11	MELVIN, ANDREA-FAMILY TRT-TRTEE	\$8,728.13
	PRAB202403200	2024-07-10	5300 N PORTER AVE	218	A-2	6	NOT SUBDIVIDED	EISEL ROOFING & CONSTRUCTION	\$32,600.00
	PRAB202403218	2024-07-24	1909 WHISPERING PINES CIR	379	R-1	4	WHISPERING PINES ADD	BOLD ELEMENT CUSTOM DESIGNS	\$50,000.00
	PRAB202403293	2024-07-26	2616 WEXFORD CT	128	R-1	8	WARWICK ADD. SEC. 7	BURNETT, ROBERT S	\$5,000.00
	<b>11</b>								<b>\$620,693.13</b>
Residential, Accessory Dwelling Unit	PRADU202403118	2024-07-11	4150 48TH AVE NE	640	A-2	5	NOT SUBDIVIDED	MICHAEL STEPHEN SPEAKMAN	\$16,000.00
	PRADU202403180	2024-07-23	1606 EISENHOWER RD	640	R-1	8	NORTH ACRES REPLAT	STETSON CHASE SPIVEY	\$80,000.00
		<b>2</b>							<b>\$96,000.00</b>
Residential, Addition / Alteration	PRAD202402194	2024-07-08	601 VILLA DR	108	R-1	4	HANLY ADD	LEBARRON LLC/CO TARREN SHAW	\$65,000.00
	PRAD202402667	2024-07-09	4300 48TH AVE NW	220	A-2	3	NOT SUBDIVIDED	MCKOW, GENE-LIV TRT	\$25,000.00
	PRAD202402803	2024-07-05	3100 TWIN ACRES DR	270	RE	6	TWIN ACRES	HOMEWORK CONSTRUCTION & REMODELING LLC	\$75,000.00
	PRAD202402948	2024-07-01	2300 BLUE CREEK DR	670	RE	5	BLUE CREEK ADD	EL-YASSIR, GHASSAN	\$45,000.00
	PRAD202403030	2024-07-09	803 CAREY DR	236	R-1	4	LEE CREST ADD	YOSSI BEN-YEHOSHUA	\$38,000.00
	PRAD202403041	2024-07-08	2113 BLUE CREEK PKWY	250	RE	5	BLUE CREEK ADD	GENESIS FINE HOMES, LLC.	\$150,000.00
	PRAD202403050	2024-07-05	5513 E LINSEY ST	939	A-2	5	HALEY ESTATES SURVEY	DAVID CADDELL CONSTRUCTION	\$200,000.00
	PRAD202403069	2024-07-08	2703 LAUREL DR	15	R-1	4	BROAD ACRES SEC. 2 REPLAT	HOME ACCESSIBILITY SOLUTIONS /CARNNAHAN, CARL	\$10,000.00
	PRAD202403254	2024-07-16	1615 IOWA ST	888	R-1	2	SUNSET ADD	KRISTOFER KRUSE	\$35,000.00
	PRAD202403321	2024-07-29	4100 NICOLE PL	840	R-1	8	CASTLEROCK ADD #3	TLC RENOVATION	\$178,391.75

## July 2024 Residential Permit Activity

	PRAD202403355	2024-07-19	444 COLLEGE AVE	130	R-1	4	WEST UNIVERSITY ADD	HERRICK, DYLAN	\$20,000.00
	PRAD202403414	2024-07-24	4013 BUCKINGHAM DR	3151	R-1	8	CASTLEROCK 5	HALOKA HOMES, LLC.	\$140,000.00
	<b>12</b>								<b>\$981,391.75</b>
Residential, Carport	PRCP202402193	2024-07-01	821 E SYMMES ST	360	R-2	4	ANIOL ADD	COUNTRYSIDE REALTY-KERRY GREEN	\$4,049.85
	PRCP202403369	2024-07-26	4041 108TH AVE SE	468	A-2	5	MARIGOLD HTS	TITAN BUILDING CO	\$5,500.00
	PRCP202403420	2024-07-30	1124 CADDELL LN	360	R-1	4	LEE CREST ADD	STEVE JAGERS	\$6,500.00
	<b>3</b>								<b>\$16,049.85</b>
Residential, Demolition	PRDE202402855	2024-07-18	1711 S PICKARD AVE		R-1	4	VALLEY VIEW ADD - REPLAT	K & M WRECKING & DIRT SERV. LLC	n/a
	<b>1</b>								
Residential, Fire	PRFI202403411	2024-07-30	825 S LAHOMA AVE		R-1	4	PARSONS ADDITION	EARL STATTON	\$165,000.00
	<b>1</b>								<b>\$165,000.00</b>
Residential, New Single Family	PRSF202401877	2024-07-15	13699 E CEDAR LANE RD	3318	A-2	5	NOT SUBDIVIDED	LANDERS, MARK A.	\$357,000.00
	PRSF202402087	2024-07-15	3324 VALLEY HOLLOW	2922	R-1	5	SUMMIT VALLEY ADDITION	APPLE CONSTRUCTION, LLC.	\$280,000.00
	PRSF202402089	2024-07-01	2125 VALLEY HOLLOW	3401	R-1	5	SUMMIT VALLEY ADDITION	APPLE CONSTRUCTION, LLC.	\$344,680.00
	PRSF202402715	2024-07-09	3009 SUNCREST DR	3657	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$495,000.00
	PRSF202402725	2024-07-05	4413 LAS COLINAS LN	4328	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$616,800.00
	PRSF202402740	2024-07-05	4515 ESCALON DR	5252	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$775,000.00
	PRSF202402786	2024-07-05	4501 LAS COLINAS LN	4637	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$624,400.00
	PRSF202402846	2024-07-05	3728 TIMBERBROOK DR	3528	PUD	6	VINTAGE CREEK ADDITION	DENALI HOMES, LLC.	\$396,800.00
	PRSF202402865	2024-07-03	3156 MIDLAND VALLEY ST	2440	PUD	8	GREENLEAF TRAILS ADD. SEC. 12	IDEAL HOMES OF NORMAN, LP.	\$234,640.00
	PRSF202402917	2024-07-01	2301 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
	PRSF202402918	2024-07-01	2225 WOLFORD CT	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
	PRSF202402921	2024-07-01	2221 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202402922	2024-07-01	2200 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00	
PRSF202402929	2024-07-01	1801 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00	
PRSF202402932	2024-07-01	1805 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00	

## July 2024 Residential Permit Activity

PRSF202402933	2024-07-01	1809 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202402942	2024-07-01	2817 SUMMIT HOLLOW CIR	3042	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.	\$300,000.00
PRSF202402964	2024-07-16	4043 36TH AVE NE	8165	A-2	5	NOT SUBDIVIDED	108 SOUTHEAST, LLC.	\$810,880.00
PRSF202402968	2024-07-01	2012 DONDORE DR	2830	PUD	3	BROOKHAVEN PLACE	HOMES OF DISTINCTION, INC.	\$437,000.00
PRSF202402986	2024-07-11	3209 RUTHERFORD WAY	5938	R-1	8	FOUNTAIN VIEW ADD. SEC. 1	STONEWALL HOMES, LLC.	\$900,000.00
PRSF202403014	2024-07-02	3317 VALLEY MEADOW	3729	R-1	5	SUMMIT VALLEY ADDITION	LANDMARK FINE HOMES, LP.	\$480,000.00
PRSF202403065	2024-07-08	2015 ASHFORD LN	3058	PUD	3	BROOKHAVEN PLACE	RIVERSTONE HOMES	\$450,000.00
PRSF202403092	2024-07-16	3813 MUJR FOREST WAY	3219	PUD	6	RED CANYON RANCH SEC. 8	SWEETGRASS PARTNERS, LLC	\$306,320.00
PRSF202403140	2024-07-10	2904 SUMMIT HOLLOW CIR	2992	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.	\$300,000.00
PRSF202403225	2024-07-18	5600 WINDSTONE DR	3313	PUD	3	GLENRIDGE SEC 1	BROOKFIELD CUSTOM HOMES, LLC.	\$328,720.00
PRSF202403362	2024-07-24	2016 DONDORE DR	2525	PUD	3	BROOKHAVEN PLACE	RIVERSTONE HOMES	\$350,000.00
PRSF202403377	2024-07-24	1813 WOLFORD WAY	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$233,100.00
PRSF202403378	2024-07-24	1817 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202403379	2024-07-24	1821 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202403380	2024-07-24	1825 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202403381	2024-07-24	1829 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202403382	2024-07-24	1833 WOLFORD WAY	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$233,100.00
PRSF202403383	2024-07-24	1837 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202403405	2024-07-24	1706 ZAYDEN LN	1975	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$320,000.00
PRSF202403412	2024-07-26	3620 ALTA VISTA DR	1968	PUD	8	FLINT HILLS SEC. 1	IDEAL HOMES OF NORMAN, LP.	\$272,580.00
PRSF202403454	2024-07-26	1729 TAINES TURN	2774	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$381,000.00
PRSF202403458	2024-07-26	1733 TAINES TURN	3161	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$430,000.00
PRSF202403460	2024-07-26	1725 TAINES TURN	3432	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$460,000.00
PRSF202403462	2024-07-29	4009 LLEYTON DR	2339	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$348,000.00
<b>39</b>								<b>\$13,772,080.00</b>

Residential, Pool

PRPO202402119

1024 CRUCE ST

890

R-1

PICKARD ACRES

SPARTAN POOLS & PATIO

\$67,500.00



# July 2024 Residential Permit Activity

PRPO202402742	2024-07-03	507 PINEY OAK DR	462	R-1	3	RIVER OAKS SEC 1	ROCK CREEK POOLS	\$60,500.00
PRPO202402909	2024-07-18	4812 KATHY LYNN DR	392	R-1	3	ARBOR LAKES ADDITION, SEC. 3	FOX POOLS OF CENTRAL OK	\$97,000.00
PRPO202403055	2024-07-10	3304 VALLEY HOLLOW	599	R-1	5	SUMMIT VALLEY ADDITION	PARADISE CUSTOM POOLS	\$81,000.00
PRPO202403075	2024-07-08	3817 BLACK MESA RD	424	PUD	6	RED CANYON RANCH ADD. SEC. 7	ACE POOLS	\$91,000.00
PRPO202403255	2024-07-16	3410 DRAGONFLY RD	1160	PUD	6	FROST CREEK	CW POOLS- WHITLAW, CORBIN	\$100,000.00
PRPO202403415	2024-07-26	2200 QUAIL CREEK DR	800	RE	5	QUAIL CREEK ACRES #1	PLEASANT POOLS	\$75,000.00
PRPO202403426	2024-07-29	5500 100TH AVE NE	0	A-2	5	NOT SUBDIVIDED	MANUEL RODRIGUEZ	\$94,425.00
<b>8</b>								<b>\$666,425.00</b>
PRSO202402879	2024-07-08	4201 BROOKFIELD DR		R-1	3	TROPHY CLUB	EIGHTTWENTY	\$47,000.00
PRSO202403080	2024-07-03	1218 DAKOTA ST		R-1	2	SUNSET ADD	SHINE SOLAR DBA SHINE AIR	\$20,441.00
PRSO202403097	2024-07-05	1320 WESTBROOKE TER		R-1	2	WESTLAND ADD	EIGHTTWENTY	\$25,000.00
PRSO202403098	2024-07-08	623 JEAN MARIE DR		R-1	2	UNIVERSAL HEIGHTS	EIGHTTWENTY	\$15,000.00
PRSO202403100	2024-07-08	2745 MEADOWBROOK DR		R-1	4	BROAD ACRES SEC 1	EIGHTTWENTY	\$20,000.00
PRSO202403101	2024-07-03	2514 ATWOOD DR		R-1	2	NORMANDY MANOR	CLEAN RESIDENTIAL ENERGY LLC	\$52,000.00
PRSO202403102	2024-07-08	725 TERRACE PL		R-1	2	NORMANDY MANOR	CLEAN RESIDENTIAL ENERGY LLC	\$32,000.00
PRSO202403143	2024-07-12	8204 DRIFTWOOD CIR		RE	5	NORMANDY ESTATES	EIGHTTWENTY	\$27,000.00
PRSO202403174	2024-07-12	1125 WESTBROOKE TER		R-1	4	WESTBROOKE TERRACE	DELTA ENERGY SOLAR	\$20,400.15
PRSO202403204	2024-07-16	3800 ABINGDON DR		R-1	5	BELLATONA ADD SEC 1	ANOVA HOMES, LLC	\$12,250.00
PRSO202403215	2024-07-16	1322 SUNSET DR		R-1	2	FUZZELLS ADD #2 - REPLAT	ANOVA HOMES, LLC	\$15,042.00
PRSO202403307	2024-07-16	1336 SUPERIOR AVE		R-1	6	LAKECREST ESTATES	ANOVA HOMES, LLC	\$23,361.00
PRSO202403309	2024-07-16	107 GATEWOOD DR		R-1	2	FUZZELLS ADD #2 - REPLAT	ANOVA HOMES, LLC	\$31,900.00
PRSO202403313	2024-07-18	2612 DUNHAM DR		R-1	1	SUMMIT LAKES ADD. SEC. 8	SUNTRIA (CONTRACTOR PORTAL)	\$30,735.92
PRSO202403322	2024-07-19	3827 MANDERLY PL		R-1	5	BELLATONA SEC 1	ANOVA HOMES, LLC	\$19,618.00
PRSO202403324	2024-07-19	1004 GOLDEN EAGLE DR		RM-2	7	EAGLE CLIFF ADD #5	EIGHTTWENTY	\$35,000.00
PRSO202403433	2024-07-25	1512 KESTREL CT		R-1	6	SUTTON PLACE ADD., SEC. 7	ANOVA HOMES, LLC	\$45,883.00
PRSO202403464	2024-07-25	2306 ARCADY AVE		R-1	5	BELLATONA ADD. SEC. 3	EIGHTTWENTY	\$15,600.00

Residential, Solar

## July 2024 Residential Permit Activity

PRSO202403465	2024-07-25	2715 OSAGE WAY		R-1	6	BLUE CREEK ADD	SOUTHERN ENERGY DISTRIBUTORS, LLC.	\$20,500.00
PRSO202403466	2024-07-25	1033 CEDARCREST ST		R-1	6	SHADOW LAKE	SOUTHERN ENERGY DISTRIBUTORS	\$20,500.00
PRSO202403467	2024-07-25	1407 PRINCETON CIR		R-1	6	QUEENSTON HEIGHTS	ION DEVELOPER LLC DBA ION SOLAR	\$2,408.00
PRSO202403491	2024-07-26	121 SUMMIT BEND		R-1	1	SUMMIT LAKES ADD. SEC. 9	ANOVA HOMES, LLC	\$38,084.00
PRSO202403552	2024-07-31	1224 COUNTRY CLUB DR		R-1	3	COUNTRY CLUB EST W/LLA	BUNCE, BRUCE M & TRISHA E	\$18,000.00
PRSO202403554	2024-07-31	425 ELM AVE	0	R-1	4	PARKVIEW ADD	EIGHTTENTY	\$12,000.00
PRSO202403555	2024-07-31	3612 SILVERWOOD CT		R-1	3	BROOKHAVEN 11TH	EIGHTTENTY	\$22,000.00
<b>25</b>								<b>\$621,723.07</b>
PRSS202401873	2024-07-23	2105 OAKVISTA CIR	244	R-1	1	OAKHURST ADD SEC 10	STORM SAFE SHELTER, LLC.	\$3,800.00
PRSS202402474	2024-07-03	4308 EAGLE CLIFF DR	40	R-1	7	EAGLE CLIFF SOUTH SEC. 5	STORM SAFE SHELTER, LLC.	\$5,050.00
PRSS202403086	2024-07-03	717 ANDREA ST	24	R-1	2	CANADIAN TRAILS 3	OKLAHOMA SHELTERS	\$3,300.00
PRSS202403095	2024-07-03	2010 ALLORA CT	35	R-1	5	SUMMIT VALLEY SECTION 2	STORM SAFE SHELTER, LLC.	\$4,000.00
PRSS202403136	2024-07-05	107 N FINDLAY AVE	21	R-2	4	NORMAN, O T	STORM SAFE SHELTER, LLC.	\$2,500.00
PRSS202403170	2024-07-09	4307 DUSTY TRL	24	PUD	3	GLENRIDGE ADD. SEC. 3	STORM SAFE SHELTER, LLC.	\$6,000.00
PRSS202403260	2024-07-12	2121 BOIS-DE-ARC CIR	21	R-1	1	OAKHURST ADD SEC 09	STORM SAFE SHELTER, LLC.	\$3,900.00
PRSS202403269	2024-07-12	808 BLUE FISH RD	24	PUD	8	TRAILWOODS ADD. SEC. 10	FLAT SAFE TORNADO SHELTERS	\$3,000.00
PRSS202403406	2024-07-22	1706 ZAYDEN LN	24	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$2,500.00
PRSS202403455	2024-07-24	1729 TAINES TURN	24	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$2,500.00
PRSS202403459	2024-07-24	1733 TAINES TURN	21	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES LL	\$2,500.00
PRSS202403461	2024-07-25	1725 TAINES TURN	21	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$2,500.00
PRSS202403463	2024-07-26	4009 LLEYTON DR	24	R-1	7	CEDAR LANE SEC. III	STORM SAFE SHELTER, LLC.	\$2,500.00
PRSS202403530	2024-07-30	1014 THISTLEWOOD DR	35	R-1	3	BROOKHAVEN 5TH	OKLAHOMA SHELTERS (CONTRACTOR)	\$3,900.00
<b>14</b>								<b>\$47,950.00</b>
PRWL202402638	2024-07-30	14002 INDIAN RDG		A-2	5		AQUA WELL DRILLING, INC.	N/A
<b>1</b>								
<b>Total</b>	<b>117</b>							<b>\$ 16,987,312.80</b>



## July 2024 Residential Permit Totals

Reporting Code	Count	Valuation
Residential, Accessory Structure	11	\$620,693.13
Residential, Accessory Dwelling Unit	2	\$96,000.00
Residential, Addition / Alteration	12	\$981,391.75
Residential, Carport	3	\$16,049.85
Residential, Demolition	1	0
Residential, Fire	1	\$165,000.00
Residential, New Single Family Dwelling	39	\$13,772,080.00
Residential, Pool	8	\$666,425.00
Residential, Solar	25	\$621,723.07
Residential, Storm Shelter	14	\$47,950.00
Residential, Water Well	1	0
<b>TOTAL</b>	<b>117</b>	<b>\$16,987,312.80</b>





### July 2024 Non-Residential Permit Totals

Reporting Code	Count	Valuation
Commercial, Addition / Alteration	9	\$4,839,000.00
Commercial, Demolition	2	\$0.00
Commercial, New Commercial Building	3	\$3,996,852.00
Commercial, Solar	1	\$100,000.00
Institutional, Addition / Alteration	1	\$50,000.00
<b>Total</b>	<b>16</b>	<b>\$8,985,852.00</b>



## July 2024 Monthly Permit Activity Summary with Details

From: 1/1/2024 To: 7/31/2024

Group	Category	2024		2023	
		Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration	6	\$384,752.00	33	\$448,916.00
	Multi-Family, Demolition	1	\$13,000.00		
	Multi-Family, Fire	2	\$100.00		
	Multi-Family, Foundation Only	1	\$680,000.00	1	\$50,000.00
	Multi-Family, New Multi-Unit Residential	2	\$2,000,000.00	4	\$8,940,000.00
	Multi-Family, Repair	2	\$700,792.00	1	\$619,021.00
	Residential, Accessory Structure	78	\$3,179,489.27	139	\$5,695,401.96
	Residential, Accessory Dwelling Unit	4	\$311,000.00		
	Residential, Addition / Alteration	69	\$4,955,176.45	107	\$7,422,804.00
	Residential, CarPort	22	\$166,739.36	32	\$226,425.57
	Residential, Demolition	14	\$135,500.00	31	
	Residential, Fire	1	\$165,000.00		
	Residential, Manufactured Home	4	\$136,952.00	10	\$1,488,826.00
	Residential, Manufactured Home			5	\$464,900.00
	Residential, New Single Family Dwelling	254	\$100,998,401.82	364	\$142,749,195.00
	Residential, New Two Family (duplex)	2	\$445,000.00	8	\$1,334,512.00
	Residential, Pool	52	\$4,742,592.00	97	\$8,675,680.00
	Residential, Repair	11	\$878,221.00	46	\$4,417,476.00
	Residential, Solar	89	\$2,597,740.67	238	\$7,860,681.83
	Residential, Storm Shelter	179	\$734,530.00	340	\$1,369,648.00
Residential, Water Well	3		29		
<b>Total</b>		<b>796</b>	<b>\$123,224,986.57</b>	<b>1,485</b>	<b>\$191,763,487.36</b>
NON-RESIDENTIAL	Commercial, Addition / Alteration	74	\$29,423,816.00	125	\$60,201,370.00
	Commercial, Demolition	11	\$295,000.00	7	
	Commercial, Foundation Only	1	\$500,000.00	3	\$1,930,000.00
	Commercial, New Commercial Building	17	\$18,128,617.00	36	\$112,590,200.00
	Commercial, Pool	1	\$250,000.00		
	Commercial, Repair	14	\$8,912,349.00	4	\$2,375,000.00
	Commercial, Solar	2	\$624,405.00		
	Industrial, Fire	1	\$92,000.00		
	Industrial, Foundation Only	1	\$450,000.00		
	Institutional, Addition / Alteration	2	\$2,350,000.00		
	<b>Total</b>		<b>124</b>	<b>\$61,026,187.00</b>	<b>175</b>
OTHER ACTIVITY	# of New Dwelling Units	292			
	All Field Inspections	15,931		25,516	
	Certificate of Completion (CC)	1,593			
	Certificate of Occupancy (CO)	156		1,116	
	Demo # of Dwelling Units	18			
	Demolition	5			
	Electrical Permit	724		1,730	
	Fire	1			
	Garage Sale	462		683	
	Mechanical Permit	698		1,716	
	Paving (PRIVATE PROPERTY)	45	\$370,394.46	97	\$1,384,075.00
	Plumbing Permit	868		1,837	
	Public Works	106	\$1,558,499.42		
	Sign	170	\$412,915.00	503	
	Street Closure(Not Event)	2			
	Structure Moving	6		23	
	Temporary Structure	8		25	\$326,580.00
	<b>Total</b>		<b>21,085</b>	<b>\$2,341,808.88</b>	<b>33,246</b>
<b>Total</b>		<b>22,044</b>	<b>\$187,787,060.95</b>	<b>34,906</b>	<b>\$370,570,712.36</b>

**POLICE 11**



# NORMAN POLICE DEPARTMENT

## MONTHLY DEPARTMENT OVERVIEW



JULY | 2024

### MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2024	5-YEAR AVERAGE	2023
MURDER	1	1	2
SEXUAL ASSAULTS	11	14	13
ROBBERY	4	4	2
AGGRAVATED ASSAULTS	21	26	25
BURGLARY OF BUILDING	36	41	32
LARCENY/THEFT	206	227	165
MOTOR VEHICLE THEFT	24	33	29
ARSON	1	1	0
KIDNAPPING	3	2	1
FRAUD/FORGERY	56	80	58
DUI/APC	28	31	37
PUBLIC INTOXICATION	58	44	50
RUNAWAYS	38	22	31
DRUG VIOLATIONS	83	47	59
THREATS/HARASSMENT	24	36	34
VANDALISM	57	82	79
OTHER	624	572	614
<b>TOTAL REPORTED OFFENSES</b>	<b>1,275</b>	<b>1,261</b>	<b>1,231</b>
<b>TOTAL ARRESTS:</b>	<b>760</b>	<b>652</b>	<b>777</b>
PROTECTIVE CUSTODY:	116	89	92
<b>TOTAL CASE REPORTS*</b>	<b>995</b>	<b>1,002</b>	<b>940</b>
<b>COLLISIONS</b>	<b>164</b>	<b>156</b>	<b>158</b>
FATALITY	0	1	2
INJURY	15	21	27
NON-INJURY	149	134	129
NUMBER OF PEOPLE INJURED	16	25	35
<b>CITATIONS &amp; WARNINGS</b>	<b>2,088</b>	<b>1,799</b>	<b>2,370</b>
TRAFFIC CITATIONS	736	528	664
TRAFFIC WARNINGS	835	917	1,325
PARKING CITATIONS & WARNINGS	517	353	381

---

## COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 5,547

NON-EMERGENCY CALLS TAKEN: 16,001

**TOTAL INCOMING CALLS: 21,538**

**TOTAL CALLS FOR SERVICE GENERATED: 13,730**

POLICE CALLS FOR SERVICE: 7,807

OFFICER INITIATED: 2,776

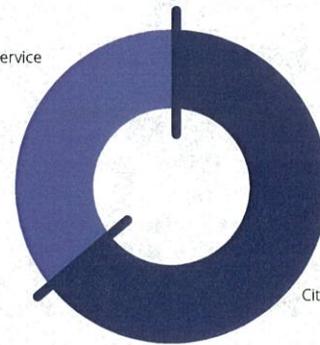
CITIZEN INITIATED: 5,031

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,679

EMSSTAT: 2,244

Officer Initiated Calls for Service  
2,776



Citizen Initiated Calls for Service  
5,031

---

## INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 176

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 89

CASES CLOSED DURING REPORTING PERIOD: 446

CLEARED BY ARREST / WARRANT: 11

CLEARED BY EXCEPTION: 19

COP FOLLOW-UP: 5

DEACTIVATED: 318

DEACTIVATED DUE TO STAFFING: 23

MISSING PERSONS RECOVERED: 24

REFERRED INTERNALLY: 43

UNFOUNDED: 3

---

## ANIMAL WELFARE

INTAKES: 314

LIVE RELEASES: 247

LIVE OUTCOME RATE: 88%

ANIMALS FOSTERED: 99

ANIMALS LICENSED: 53

VOLUNTEER HOURS: 183

---

## RECORDS

CUSTOMER SERVICE CONTACTS: 2,150

IN-PERSON CONTACTS: 848

PHONE CONTACTS: 709

EMAIL CONTACTS: 593

---

## DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184

ACTUAL EMPLOYED: 164

AVAILABLE FOR ASSIGNMENT: 152\*\*

AUTHORIZED NON-COMMISSIONED: 76

ACTUAL NON-COMMISSIONED: 69

AVAILABLE FOR ASSIGNMENT: 66\*\*

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

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

**ANIMAL CONTROL 11A**

# Norman Animal Welfare Monthly Statistical Report July 2024



## IN SHELTER ANIMAL COUNTS

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	102	171	273	82	115	197	(76)	-28%
Ending	92	118	210	84	139	223	13	6%

## ANIMAL INTAKES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	111	86	197	118	139	257	60	30%
Owner Relinquish	5	17	22	12	17	29	7	32%
Owner Intended Euth	0	0	0	4	1	5	5	#DIV/0!
Transfer In	0	0	0	0	0	0	0	#DIV/0!
Other Intakes*	9	7	16	3	10	13	(3)	-19%
Returned Animal	2	2	4	7	3	10	6	150%
<b>TOTAL LIVE INTAKES</b>	<b>127</b>	<b>112</b>	<b>239</b>	<b>144</b>	<b>170</b>	<b>314</b>	<b>75</b>	<b>31%</b>

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

## OTHER STATISTICS

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

## LENGTH OF STAY (DAYS)

	2023	2024
Dog	24.7	17.4
Puppy	14.9	14.2
Cat	24.6	11.1
Kitten	16.8	15.9

## OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	176	86	0	262

# Norman Animal Welfare Monthly Statistical Report July 2024



## LIVE ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	38	91	129	54	83	137	8	6%
Return To Owner	34	1	35	39	2	41	6	17%
Transferred Out	46	51	97	5	2	7	(90)	-93%
Returned to Field	0	6	6	0	44	44	38	633%
Returned to Owner in Field	N/A	N/A	N/A	18	0	18		
<b>TOTAL LIVE OUTCOMES</b>	<b>118</b>	<b>149</b>	<b>267</b>	<b>116</b>	<b>131</b>	<b>247</b>	<b>(20)</b>	<b>-7%</b>

## OTHER ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	3	6	9	1	8	9	0	0%
Lost in Care	0	0	0	0	0	0	0	#DIV/0!
Shelter Euth	14	10	24	16	7	23	(1)	-4%
Owner Intended Euth	0	0	0	4	1	5	5	#DIV/0!
<b>TOTAL OTHER OUTCOMES</b>	<b>17</b>	<b>16</b>	<b>33</b>	<b>21</b>	<b>16</b>	<b>37</b>	<b>4</b>	<b>12%</b>

## TOTAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	118	149	267	116	131	247	(20)	-7%
Total Other Outcomes	17	16	33	21	16	37	4	12%
<b>TOTAL OUTCOMES</b>	<b>135</b>	<b>165</b>	<b>300</b>	<b>137</b>	<b>147</b>	<b>284</b>	<b>(16)</b>	<b>-5%</b>

## SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	2	3	0	5
Medical - Injured	0	4	0	4	17%
Behavior - Aggressive	10	0	0	10	42%
Behavior - Other	5	0	0	5	21%
<b>TOTAL EUTHANASIA</b>	<b>17</b>	<b>7</b>	<b>0</b>	<b>24</b>	

## MONTHLY LIVE RELEASE RATE

2023	2024
89.0%	88.5%

*Live Outcomes / (Total Outcomes - Owner Int Euth)*

**PUBLIC WORKS**

**12**

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

---

**ENGINEERING DIVISION**

**DEVELOPMENT**

The Development Manager processed two (2) Rural Certificate of Survey and one (1) Short Form Plat for Planning Commission; No items for City Council. The Development Engineer reviewed 16 sets of construction plans and two (2) punch lists. There were 145 permits reviewed and/or issued. Fees were collected in the amount of \$8,042.15.

**CAPITAL PROJECTS:**

**James Garner Phase 2 – Acres Street to Flood Avenue:**

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

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

The project involves the following items:

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

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

The contractor's activities this month were as follows:

- Completed installation of landscaping in roundabout
- Bridge railing installation
- Foundations installed for public art piece
- Light poles, wiring and conduit are installed awaiting OG&E to install luminaires
- Final inspection walkthrough completed 7/29/2024

**Sidewalk Programs:**

**Lindsey Street Sidewalk Repair Project** This project is 80% funded through an ACOG grant and is currently in design with EST, 90% plans have been completed and are in review at this time. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along Lindsey Street from 12<sup>th</sup> Avenue SE to 24<sup>th</sup> Avenue SE on the north and south sides of Lindsey Street. Construction is anticipated to start in the winter/spring of 2025.

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

*Monthly Progress Report*

*Public Works (July 2024)*

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

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

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

**Street Maintenance Bond Programs:**

**FYE 2024 Street Maintenance Bond – Urban Concrete 1**

Urban Concrete Bid 1 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Nash Construction Company in the amount of \$1,340,825.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024.

The contractor mobilized on October 12, 2023. During the month of July, the contractor reached substantial completion and began working on punch list items. The final acceptance is anticipated to go to council on September 16, 2024.

**FYE 2024 Street Maintenance Bond – Urban Concrete 2**

Urban Concrete Bid 2 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Arroyo's Concrete LLC in the amount of \$1,337,100.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024.

The contractor mobilized on October 13, 2023. During the month of July, the contractor reached substantial completion and began working on punch list items. The final acceptance is anticipated to go to council on August 27, 2024.

**FYE 2024 Street Maintenance Bond – Asphalt**

Street Maintenance Bond Asphalt bids were opened January 28, 2024. Five bids were received and the contract was awarded on February 13, 2024, to Silver Star Construction Co., Inc. in the amount of \$1,028,500. The project includes asphalt milling and repaving on 3.1 miles of urban and rural streets. The contractor completed all asphalt paving during the month of May. This project had remaining funds and the contractor was remobilized to complete concrete work to improve conditions on North Peters Avenue between Acres Street and East Frank Street. The work completed included the construction of new inlet structures, new intersection returns, and curb and gutter. During the month of July, staff received an estimate from the contractor to perform work in the Pine Creek addition to repair damages caused by a utility contractor. Change Order No. 1 for Contract K-2324-111 is anticipated to go to council on August 13, 2024.

**TRANSIT AND PARKING DIVISION**

**PUBLIC TRANSIT**

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

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

**Go Norman Transit Plan: Vehicle Procurement**

- o The City is in the process of purchasing 6 CNG cutaway transit buses for the paratransit fleet. Below is background on this purchase:
  - o On April 11, 2023, Council approved Resolution R-2223-117 authorizing an application to the FTA's Bus and Bus Facilities (5339b) and Low- or No-Emissions Grants program to purchase 6 CNG cutaway transit buses for the paratransit fleet. The proposed cost share per bus was \$129,452 federal (75%) and \$43,151 local match (25%), resulting in \$172,603 total per bus. Thus

Monthly Progress Report  
Public Works (July 2024)

the proposed cost share for 6 cutaway buses was \$776,714 federal (75%) and \$258,904 local (25%), resulting in a \$1,035,618 total cost for 6 units. On June 26, 2023, the FTA awarded the City's grant application to purchase 6 CNG cutaway buses for fleet replacement without any changes. On June 11, 2024, Council adopted resolution R-2324-149 formally accepting the grant and authorizing the purchase using additional local funding to include designation signage which increases the fleet's resiliency by allowing these vehicles to be used in fixed-route applications which needed in the future. The revised cost share per bus is \$129,452 federal (72%) and \$50,888 local match (28%), resulting in \$180,340 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (72%) and \$305,326 local (28%), resulting in a \$1,082,040 total cost for 6 units.

- On February 9, 2024, the City Manager approved the purchase of two support vehicles via state contract using funds budgeted for vehicle replacement which were available in the Public Transportation Fund. The EV charging station for these units has been installed and one of the two vehicles have been both delivered and put into service.

New Route Network

City Transit staff continue to monitor and ensure the smooth transition to the new route network by working with other City staff, EMBARK staff, citizens, local organizations, and Councilmembers to identify and resolve concerns arising from the new route network. A couple of areas have been identified to add bus stops to address some concerns with the route changes. Those are listed below and do not alter the times the routes operate. Updated service schedules have been printed and distributed on buses, at the Transit Center, and at various city offices. Staff will continue working with community partners and EMBARK to analyze other changes that could be implemented.

- Add an outbound and inbound stop on Route 112 on University Blvd, just south of Symmes St. These stops will provide access to destinations in the area, including the McFarlin Food Pantry.
- Add two inbound stops on Route 111 on Triad Village Dr., one just east of 12<sup>th</sup> Ave SE and the other outside of Wyndam Place Senior Residences.

Service Expansion Priorities

Now that the new route network has been implemented, City Transit staff are reviewing and evaluating the next priorities recommended by the Go Norman Transit Plan. The first three expansion recommendations from a total of eight recommendations are as follows:

- *Priority 1: Sunday Service* – This service expansion responds to rider requests for Sunday service. Sunday service span and trip frequencies would match Saturday service levels. Sunday transit service is currently being tested as part of the Norman On-Demand microtransit pilot program.
- *Priority 2: Increased Frequency on Route 112* – This service expansion upgrades the trip frequency of Route 112 (West Lindsey) from 60 minutes to 30 minutes. Ridership on this route has increased 75-110% since the new route network was implemented. Staff submitted a budget request that was approved in the FYE 2025 budget to implement this priority. Implementation is being planned for October 2024 to coincide with the next driver shift bid process.
- *Priority 3: Increased Frequency on Route 110* – This service expansion upgrades the trip frequency of Route 110 (Main St/24<sup>th</sup> Ave NW) from 60 minutes to 30 minutes. While ridership for this route has decreased 40% since the new route network was implemented, the planned developments along 24<sup>th</sup> Ave NW are expected to increase ridership along this route as well.

Microtransit Pilot Program with Via Transportation – Norman On-Demand

- On April 23, 2024 Council approved amendments to contracts K-2223-164 (AMD2) and K-2324-50 (AMD1) providing for expansion of the existing program for the remainder of the current contract, through August 21, 2024. The expanded zone includes Ed Noble Parkway, Sooner Mall, Robinson Crossing, and more. These changes went into effect on May 1, 2024.
- Staff developed contract amendments with both Via Transportation and the University of Oklahoma to extend the expanded service through the end of summer 2025. These amendments were included on the July 9, 2024 Council regular meeting agenda. More details can be found in the attached monthly performance report for this service, named Norman On-Demand.

Monthly Progress Report

Public Works (July 2024)

**Transit Monthly Performance Reports**

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

**STREETS DIVISION**

**CAPITAL PROJECTS:**

**36<sup>TH</sup> AVENUE SE: LINDSEY STREET TO ALAMEDA STREET**

Streets crews worked a deep patch at 36<sup>th</sup> Avenue SE: Lindsey Street to Alameda Street and required 1,874.75 tons of asphalt for the repair.

**ASPHALT PROJECTS:**

**36<sup>TH</sup> AVENUE SE: ROBINSON STREET TO ROCK CREEK ROAD-- DEEP PATCH**

Streets crews worked a deep patch 36<sup>th</sup> Avenue SE: Robinson Street to Rock Creek Road and required 71.33 tons of asphalt for the repair.

**TIMBERCREST STREET – DEEP PATCH**

Streets crews worked a deep patch at Timbercrest Street and required 240.97 tons of asphalt for the repair.

**ROYAL OAKS ADDITION – CRACK REPAIR**

Streets crews worked crack repair at Royal Oaks Addition and required 8.22 tons of asphalt for the repair.

**3202 BLUE CREEK PARKWAY – DEEP PATCH**

Streets crews worked a deep patch at 3202 Blue Creek Parkway and required 35.15 tons of asphalt for the repair.

**TROUT AVENUE – DEEP PATCH**

Streets crews worked a deep patch at Trout Avenue and required 72.81 tons of asphalt for the repair.

**CONCRETE PROJECTS:**

**BEAUMONT DRIVE AND BILOXI DRIVE**

Streets crews replaced concrete panels at 2801 Chelsea Drive. This repair required 56.50 cubic yards of concrete and resulted in over 195 square yards repaired.

**1916 WHISPERING PINES CIRCLE**

Streets crews replaced concrete panels at 1916 Whispering Pines Circle. This repair required 41 cubic yards of concrete and resulted in over 138 square yards repaired.

**ROADSIDE OPERATIONS:**

**ROUTINE POTHOLE PATCHING OPERATIONS**

This month approximately 27.87 tons of asphalt was utilized in routine pothole patching operations.

**MOWING OF ROADSIDE RIGHTS-OF-WAY**

Streets Roadside Mowing crew continued their summer mowing schedule. During July, 2024, 258 miles of rural rights-of way and 4,415,131 sq. ft. of urban rights-of-way were mowed.

**STORMWATER DIVISION**

**WORK ORDER RESPONSE**

Stormwater Division received 18 work order requests and closed 18 work orders.

**INFRASTRUCTURE MAINTENANCE**

The Infrastructure Maintenance Crew

- Finished the 200 feet of pipe replacement on Madra Street.

*Monthly Progress Report  
Public Works (July 2024)*

- Reset a manhole ring and lid at 713 Rustwood Trails.
- Resealed three leaking stormwater pipe joints at 3205 Summit Crossing.

**CHANNEL MAINTENANCE**

The Channel Maintenance Crew

- Reshaped 200 feet of drainage ditch at Ridgeline Circle.
- Removed debris at Meadow Avenue Channel.
- Removed debris from Bishop Channel at 515 E Eufaula.
- Mowed 1,667,948 square feet of stormwater channels during the month of July.

**URBAN STREET SWEEPING/CAMERA VAN OPERATIONS**

- 455 lane miles were swept in July resulting in the removal of approximately 108.89 tons of debris from various curb-lined streets throughout the city.
- The Camera Crew used the GPS while camera is being repaired.

**STORMWATER OKIE LOCATES**

During the month of July 2,955 Call 811 Okie Spots were received. Of those requests, 150 were marked stormwater pipe locates.

**FLEET DIVISION**

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

**FUEL REPORT**

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

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

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

**MAINTENANCE REPORT**

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

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

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

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

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.

*Monthly Progress Report*

*Public Works (July 2024)*

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.

**July 2024**  
**DEVELOPMENT COORDINATION, ENGINEERING**  
**AND PERMIT REVIEW**

**Subdivision Development:**

FYE 2025 Associated Fees

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

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

**City Council Review:**

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

	↓	↓
<b>\$ 2,660.00</b>	↓	↓

**Development Committee:**

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

**Subtotal:**

<b>\$0.00</b>	<b>\$ 1,180.00</b>	<b>\$2,660.00</b>
<b>\$2,660.00</b>	<b>\$ 1,180.00</b>	<b>\$2,660.00</b>

**Permits Reviewed/Issued:**

(includes Offsite Construction fees)

- \*\*Single Family..... 39
- \*\*\*Commercial..... 7
- Multi-Family..... 0
- Addition/Alteration..... 24
- House Moving..... 0
- Paving Only..... 22
- Storage Building..... 13
- Swimming Pool..... 8
- Storm Shelters..... 14
- Public Improvements..... 1
- Temporary Encroachments..... 1
- Fire Line Pits/Misc..... 1
- Franchise Utilities ..... 14

	↓	↓
Other revenue .....	\$0.00	\$0.00
Flood Plain (@\$100.00 each)..... 4	\$400.00	\$200.00
<b>Total Permits.....</b>	<b>\$4,982.15</b>	<b>\$8,123.05</b>
<b>Grand Total.....</b>	<b>\$8,042.15</b>	<b>\$9,503.05</b>
<b>****Construction Plan Review Occurrences</b>	<b>16</b>	<b>28</b>
<b>*****Punch Lists Prepared.....</b>	<b>2</b>	<b>4</b>

\* 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

## July 2024

### DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	2	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	39	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	7	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	16	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	5	100%



# PERFORMANCE REPORT

## Summary of Services Table: June 2024

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

EMBARK Norman Service Summary	ADP Jun FY24	FY24 YTD	FY23 YTD	Service Profile	Jun FY24	Jun FY23
Fixed Routes (M-F)	1,263	345,285	279,632	Weekdays	20	22
Fixed Routes (Sat)	630	34,708	27,635	Saturdays	5	4
PLUS (M-F)	85	22,197	21,940	Gamedays	0	0
-Zone 1*	60	16,237	18,420	Holidays	0	0
-Zone 2**	25	5,960	3,520	Weather	4	5
PLUS (Sat)***	22	1,039	1,186	Fiscal YTD Days	307	307
				Cal. YTD Days	154	153

\*Requires ¾ mile

\*\*Operates only on Weekdays until 7:00 pm

\*\*\*Operates only in Zone 1

## Strategic Performance Measures

MEASURE	FY 24 YTD	FY 24 Targets	
# of Norman fixed-route passenger trips provided	379,993	251,881	■
# of Norman paratransit trips provided	23,236	21,000	■
% of on-time Norman paratransit pick-ups	97.34%	98.58%	●
# of Norman bus passengers per service hour, cumulative	18.40	13.10	■
# of Norman bus passengers per day, average	1,241	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.00%*	0.00%**	●
% of on-time fixed-route arrivals	67.10%	80.94%	◆

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

\*\*One denial due to capacity was recorded for FY23



# Performance Report

## Microtransit Pilot Program Performance Report

June 2023

### Purpose

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

### Service Profile, Hours, and Pricing

Norman On-Demand is a pilot microtransit service which launched for late night and Sunday service in core Norman on August 21, 2023. Norman On-Demand is a turnkey service provided by TransitTech provider Via. The Norman On-Demand app is available on the Apple App Store and the Google Play Store. This service compliments existing public transit service by extending service into the late night hours and during the day on Sundays for a small fee. Because this is a pilot program, there may be changes to service area, hours of operations, or other aspects of the service while the City focuses the program to efficiently serve the needs and desires of our community. As of May 1, 2024, the map will extend the west boundary to 36<sup>th</sup> Ave. NW, add one additional vehicle for a total fleet of six, and alter Thurs-Sat hours to end at 1am during 'Summer Hours'.

Service Hours		Pricing	
Monday-Wednesday	7pm – 1am	First Passenger	\$2.00
Thursday-Saturday	7pm – 1am	Each Additional Passenger	\$1.00
OU SafeRide: Thursday-Saturday	10pm – 1am	OU SafeRide (OU Students using OU email address during SafeRide hours)	Free
Sunday	10am – 6pm		
<i>ADA/Wheelchair Accessible Vehicles available upon request.</i>			

### Key Performance Indicator Measures

Measure	Target	June	Service to Date (8/21/23 – 6/30/24)
Average Walking Distance	<0.10 miles	0.06 miles	0.06 miles
Maximum Walking Distance	0.25 miles	0.33 miles	0.33 miles
Average Rider Wait Time*	<15 min	24.4 min	23.5 min
Maximum Rider Wait Time*	20 min	77.3 min*	86.7 min*
Percentage of Ride Requests Completed Within 20min. Wait Time	>80%	46.70%**	51.23%**

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

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

## Additional Performance Measures

### Ridership

Norman On-Demand completed 2,163 rides in June 2024, which is a 15.73% decrease from the May 2024 total of 2,567. There were a total of 8 completed trips that requested a wheelchair accessible vehicle

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

Ridership	June	Service to Date (8/21/23 – 6/30/24)
Total number of passengers	2,163	25,801
Total number of Trips Completed	1,593	16,593
# of Completed Trips Requesting WAV	8	185
Ridership Per Service Hour (RPSH)	5	5.7

### Rider Experience

The system includes an automated feedback process where all ride ratings with four stars or fewer that have actual written feedback attached are reviewed by customer support agents. Poor ride ratings alone are not categorized as complaints. A single rider complaint was reported to Via in the month of June; regarding an issue with routing.

Rider Experience	June	Service to Date (8/21/23 – 6/30/24)
Average Ride Duration	10.6 min	9.7 min
Average Ride Distance	3.3 miles	3 miles
Average Ride Rating	5.0 (out of 5 stars)	4.9 (out of 5 stars)

A single rider complaint was reported to Via in the month of June; regarding an issue with routing.

### Program Engagement and Rider Growth

Due to discrepancies between the Via online dashboard and data recorded by staff internally, the program engagement and rider growth numbers have not been updated at this time. Staff are working to resolve the issue to resume this reporting with the July Norman On-Demand performance report. The table to the right includes the May 2024 reported data. As of the end of May, approximately 24.5% or 1,312 active accounts have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/21/23 – 5/31/24)		
App Accounts Created Since Launch	5,351	
OU Accounts	N/A	N/A
Active Accounts*	3,540	66.1%
Rider Accounts**	2,561	47.8%
Repeat Rider Accounts***	2,015	37.6%
*accounts where user has engaged with ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

### Accidents and Vehicles

No accidents or incidents were reported in the month of June. All incidents are reported to City of Norman Transit staff in a timely manner by our provider Via.

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

**SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024**

<b>STREET DIVISION</b>					
	<b>FYE 2025 July 2024</b>	<b>FYE 2025 July 2024</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE 2025</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PERCENT</b>	<b>ACTUAL</b>	<b>PERCENT</b>	<b>PROJECTED</b>
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100%	100%	100%	100%	95%
	27.87		27.87		
Overlay/pave 10 miles per year.	-	0%	-	0%	100%
Replace 2,000 square yards of concrete pavement panels	431.00	22%	431.00	22%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	2.00	0%	2.00	0%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	4,415,131.00	35%	4,415,131.00	35%	100%
Mow 148 miles of Rural Right-of-way three times per year	258.00	58%	258.00	58%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	0%	0%	0%	0%	100%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year	0%	0%	0%	0%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

<b>STORMWATER DIVISION</b>					
	<b>FYE 2025 JULY, 2024</b>	<b>FYE 2025 JULY, 2024</b>	<b>Year to Date</b>	<b>Year to Date</b>	<b>FYE25</b>
<b>PERFORMANCE INDICATORS</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>ACTUAL</b>	<b>PER CENT</b>	<b>PROJECTED</b>
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (6,000 Annually)	455.00	91%	455.00	8%	85%
Inspect and clean 100% of the urban drainage inlets three times per year.	-	0%	-	0%	65%
Mow 2,271,548 square-feet (52 acres) of open drainage ways, six times per year.	1,667,948.00	12%	1,667,948.00	12%	70%
Permit all floodplain activities as appropriate.	4.00	4%	4.00	4%	95%
Camera stormwater infrastructure to inspect and identify. (4 map grids per month)	-	0%	-	0%	85%
*Camera map grids identified in FY24 and program transitioning to proactive inspection.					

**PUBLIC WORKS  
FLEET DIVISION  
ACTIVITY REPORT**

July 2025

IN GALLONS	FYE 2025	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	24,972.00	24,575.00	24,498.76
Outside - sublet	1,116.00	1,052.00	2,894.52
<b>TOTAL</b>	<b>26,088.00</b>	<b>25,627.00</b>	<b>27,393.28</b>
<b>TOTAL</b>	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	23,955.00	23,700.70	28,821.22
			<u>PUBLIC CNG CONSUMED</u>
			2,894.52

FYE 2025 TO DATE CONSUMPTION			
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	23,955.00	23,700.70	28,821.22
			<u>PUBLIC CNG CONSUMED</u>
			2,894.52

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:			
UNLEADED	High	\$2.67	Low	\$2.54	UNLEADED	High	\$2.73
DIESEL	High	\$2.66	Low	\$2.35	DIESEL	High	\$3.49
CNG	High	\$0.17	Low	\$0.17	CNG	High	\$2.10
						Low	\$2.10

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$133,479.34	Month Total Public CNG Sales	\$2,895
OILS/FLUIDS	\$10,636.04	FYE 2025 To Date Public Sales	\$6,079
TIRES	\$41,635.78	<b>LIFE TO DATE CNG GAS GALLON EQUIVALENT</b>	
SUBLET REPAIRS	<b>\$6,808.91</b>	Total Sold Gallons Life To Date	1,126,486
<b>TOTAL SPENT ALL Parts/Sublet</b>	<b>\$192,560.07</b>	Total Gross Sales Life To Date	\$1,688,924
		Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	3,609,014

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	0	0	1
EMERGENCY ROAD CALLS	12	6	9	12
PM SERVICES	106	83	87	106
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	195	313	378	195
SCHEDULED REPAIRS	97	88	209	97
NON SCHEDULED REPAIRS	87	225	169	87

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	18	11	19	18
PM SERVICES	61	44	36	61
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	200	202	221	200
SCHEDULED REPAIRS	47	87	87	47
NON SCHEDULED REPAIRS	135	155	139	135

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	0	1	0
PM SERVICES	21	8	17	21
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	53	57	108	53
SCHEDULED REPAIRS	51	38	74	51
NON SCHEDULED REPAIRS	2	19	34	2

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	1	0	0	1
PM SERVICES	19	4	2	19
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	43	37	66	43
SCHEDULED REPAIRS	28	19	48	28
NON SCHEDULED REPAIRS	15	18	18	15

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	1	0	0	1
EMERGENCY ROAD CALLS	31	17	29	31
PM SERVICES	207	139	142	207
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	491	609	773	491
SCHEDULED REPAIRS	223	232	418	223
NON SCHEDULED REPAIRS	239	417	360	239

**FLEET DIVISION  
INVENTORY  
July 2024**

**FUEL**

WESTWOOD GOLF	419.7	gallons	UNLEADED	@	2.650	\$ 1,112.21
WESTWOOD GOLF	340.4	gallons	DIESEL	@	3.000	\$ 1,021.20
NORTH BASE	3,906.2	gallons	UNLEADED	@	2.620	\$ 10,234.22
NORTH BASE	4,276.0	gallons	DIESEL	@	2.490	\$ 10,647.19
FIRE STATION #5	294.3	gallons	UNLEADED	@	2.730	\$ 803.44
FIRE STATION #5	359.4	gallons	DIESEL	@	2.710	\$ 973.97
FIRE STATION #6	232.6	gallons	UNLEADED	@	2.700	\$ 628.02
FIRE STATION #6	185.6	gallons	DIESEL	@	2.590	\$ 480.70
BULK TANKS	1,200.0	gallons	DIESEL	@	2.490	\$ 2,988.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	4,852.8	\$ 12,777.88
DIESEL	6,361.4	\$ 16,111.07

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

Industry Standard Compliance: Not To Exceed 5%

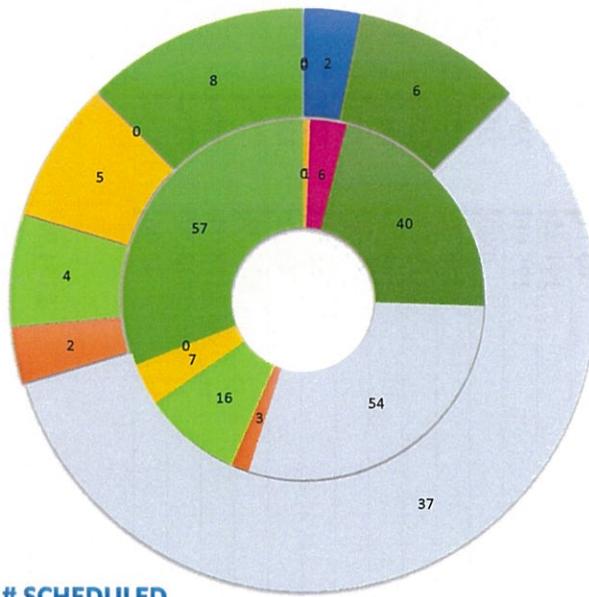
Department/Division	Number of PMs		Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	YearToDate Non-Compliance Trend
	Scheduled	Completed On Time				
<b>CITY CLERK</b>						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
<b>MUNICIPAL COURT</b>						
MUNICIPAL COURT					0%	0%
<b>INFORMATION TECHNOLOGY</b>						
INFORMATION TECHNOLOGY					0%	0%
<b>HUMAN RESOURCES</b>						
HUMAN RESOURCES	1	1			0%	0%
					0%	0%
<b>PLANNING</b>						
PLANNING	4	4			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	2	1		2	100%	100%
<b>PUBLIC WORKS</b>						
ENGINEERING					0%	0%
STREETS	14	13		2	14%	14%
STORMWATER	9	8	1	1	11%	22%
TRAFFIC	6	4	1	1	17%	33%
STORMWATER QUALITY					0%	0%
FLEET	11	11			0%	0%
TRANSIT					0%	0%
<b>POLICE</b>						
ANIMAL CONTROL	2			2	100%	100%
POLICE ADMINISTRATION					0%	0%
POLICE STAFF SERVICES	4	1	2	1	25%	75%
POLICE CRIMINAL INVESTIGATIONS	8	2	2	4	50%	75%
POLICE PATROL	34	14	11	14	41%	74%
POLICE SPECIAL INVESTIGATIONS	6	6		1	17%	17%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
<b>FIRE</b>						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	3	1		2	67%	67%
FIRE SUPPRESSION					0%	0%
FIRE DISASTER PREPAREDNESS					0%	0%
<b>PARKS &amp; RECREATION</b>						
PARK MAINTENANCE	13	13	1	1	8%	15%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE	2		1	1	50%	100%
PARKS FORESTRY	1	1			0%	0%
<b>PUBLIC SAFETY SALES TAX (PSST)</b>						
PSST POLICE PATROL	7	5	3	2	29%	71%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION					0%	0%
<b>CDBG</b>						
PLANNING CDBG					0%	0%
<b>UTILITIES WATER</b>						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	14	15		1	7%	7%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
<b>UTILITIES WRF</b>						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	1	1			0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	6	6	1		0%	17%
<b>UTILITIES SANITATION</b>						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	11	11		1	9%	9%
SANITATION COMMERCIAL	11	8		4	36%	36%
SANITATION TRANSFER	3	3			0%	0%
SANITATION COMPOST	1	1			0%	0%
SANITATION RECYCLE	2	2			0%	0%
SANITATION YARD WASTE	8	8		1	13%	13%
					0%	0%
<b>UTILITIES EVIROMENTAL</b>						
ENVIROMENTAL & SUSTAINABILITY					0%	0%
<b>CITYWIDE TOTAL</b>	<b>184</b>	<b>140</b>	<b>23</b>	<b>41</b>	<b>22%</b>	<b>35%</b>

# PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT July FYE 2025

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
<b>Police</b>										
986T	2000 Don's Equipment Trailer	Animal Control	7/31/2024	5/11/2024	-81	Days	5/20/2024	Light Repair	PM-A	5/11/2023
1170	2020 Ford F150	Patrol	34554	33480	-1074	Miles	7/3/2024	Light Repair	PM-C	10/2/2023
1188T	2016 Big Tex Utility Trailer	Patrol	7/31/2024	6/8/2024	-53	Days	7/23/2024	Light Repair	PM-A	6/8/2023
MotorT	2012 Road Boss Trailer	PSST Criminal Investigations	7/31/2024	6/22/2024	-39	Miles	7/24/2024	Light Repair	PM-A	6/22/2023
1107	2009 Ford Crown Vic	Patrol	96416	86189	-10227	Miles	7/31/2024	Light Repair	PM-D	9/24/2018
1142	2016 Ford Interceptor	Staff Services	65170	64825	-345	Miles	7/30/2024	Light Repair	PM-C	2/13/2024
<b>Fire</b>										
0001	2018 Ford F150	Fire Prevention	7/31/2024	4/13/2024	-109	Days	4/22/2024	Light Repair	PM-N	4/13/2022
<b>Utilities</b>										
6257	2018 Peterbilt Sideload	Residential Sanitation	7/31/2024	7/13/2024	-18	Days	7/18/2024	Heavy Repair	PM-N	7/13/2023
24230	2024 Battle Motors Frontloader	Commercial Sanitation	1051	946	-105	Miles	7/23/2024	Heavy Repair	PM-C	4/8/2024
23274	2023 Peterbilt Rearloader	Yard Waste Sanitation	7/31/2024	6/23/2023	-404	Days	7/18/2024	Heavy Repair	PM-B	6/23/2024

### PM Compliance Report July FYE 2025



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

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

Department	Scheduled	Missed/Late	% Late
City Clerk	0	0	0.0%
Municipal Court	0	0	0.0%
Information Technology	0	0	0.0%
Human Resources	1	0	0.0%
Planning	6	2	33.3%
Public Works	40	6	15.0%
Police	54	37	68.5%
Fire	3	2	66.7%
Parks & Rec.	16	4	25.0%
PSST	7	5	71.4%
CDBG	0	0	0.0%
Utilities	57	8	14.0%
<b>Citywide Total</b>	<b>184</b>	<b>64</b>	<b>34.8%</b>

**PUBLIC WORKS  
FLEET DIVISION**  
Technician Productivity  
Report

FYE 2025

July 2024

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		
		GOAL	ACTUAL	DIFFERENCE
497	150.411	72%	85.6%	13.6%
642	123.20	72%	83.0%	11.0%
1554	123.54	72%	78.2%	6.2%
1676	141.90	72%	79.2%	7.2%
2098	124.14	72%	86.7%	14.7%
2495	65.11	72%	78.2%	6.2%
2745	141.25	72%	92.2%	20.2%
3001	125.06	72%	83.9%	11.9%
3134	0.00	72%	#DIV/0!	#DIV/0!
3151	159.76	72%	82.6%	10.6%
3167	129.62	72%	85.2%	13.2%
3487	103.50	72%	85.0%	13.0%
3502	122.78	72%	83.7%	11.7%
3572	168.23	72%	90.6%	18.6%
3800	40.62	72%	76.0%	4.0%
3843	118.52	72%	82.3%	10.3%
3968	168.64	72%	88.9%	16.9%
4033	113.57	72%	88.6%	16.6%
4269	42.06	72%	85.1%	13.1%

DIRECT LABOR HOURS

2161.91

TOTAL AVAILABLE HOURS

2554.65

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

84.6%

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

	PROJECTED GOAL	THIS MONTH				YEAR TO DATE				
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met			
<b>July 2024</b>										
Provide initial response to citizen inquiries within 2 days	100%	118	118	100%	118	118	100%			
Provide information requested by citizens within 7 days	95%	118	118	100%	118	118	100%			
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%			
Review subdivision plans, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	46	46	100%	46	46	100%			
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage			
		172	167	0.97	172	167	0.97			
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average			
		1.56	11	7.05	1.56	11	0.00			
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met			
		14	14	100%	14	14	100%			
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met			
		9	9	100%	9	9	100%			
Response to reports of sign damage:	Percentage									
<i>High Priority</i> Stop or Yield Signs within one hour	99%	14	14	100%	14	14	100%			
<i>Lower Priority</i> all other signs within one day	90%	31	31	100%	31	31	100%			
<i>Street Name Signs</i> within two weeks	90%	18	18		18	18	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			
		3168	0	0.00	3168	0	0.00			

**UTILITIES**

**13**

## Monthly Report

July 2024

### LINE MAINTENANCE:

#### Waterline Capital Projects

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

Staff has completed the Crest Court project. Staff has completed the 12<sup>th</sup> AVE NE project. Staff has completed the Beaumont project. Staff has completed the Page Street project. Crail Project materials have been ordered – project on hold pending lead surveys.

#### Water Line Breaks Total – 14 in July

Water Lines Hit by Contractors – 4 (3-3/4", 1-1.5")

#### Sewer Line Data

- Total obstruction service requests - 13
  - Private Plumbing: 10
  - City Infrastructure: 3
  - Sanitary Sewer Overflows: 0 on private side, 1 on city side

#### Lift Station D Flows:

- Days - 31
- Average daily flow: 1.173 MGD
- Total Monthly flow: 36.363 MG

### UTILITIES ENGINEERING:

Line Maintenance Building (WA0329/WW0329): Project will construct new building for Line Maintenance Division consisting of 60 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. Contract K-2122-115 was approved by Council and the Architect and Contractor are working through the process with GMP expected in September 2022. Bid Opening was held on September 7, 2022. 61 bidders submitted bids across the 30 categories of construction work. The total of the Base Bid was approximately \$7.7 Million, including contingencies, insurance, allowances, and other project requirements. Special-use permits were approved by Council on September 27, 2022. Approval of the GMP was held on the October 11, 2022 Council docket. Line Maintenance staff officially moved into the new building on January 4, 2024. A meeting was held on January 11, 2024 to discuss repairs and design changes to the road as a lot of the drainage is not being captured by the stormwater controls. These repairs have been completed and will be paid from the ECOC project. A grand opening was held for the facility on January 29, 2024. Some of the punch list items were completed from our walkthrough in May but others are still pending. Additionally, Engineers gave staff a quote for fixing the drainage issues between the waterline building and the admin building of \$20,000. Staff ultimately decided not to pay for this and will just be more proactive at laying down salt where the water is pooling during freezing weather. Once all punchlist items are complete, staff will submit the project for closeout and approval of final payment.

As-Built Linking Project: Project is an engineering effort to develop a system for linking as-built records to a GIS interface to allow for staff to more efficiently find as-built records. Contract K-2021-72 was awarded to Meshek & Associates on December 1, 2020. The project will allow users to click on a water or sanitary sewer asset in a GIS viewer which will then provide the as-built record document in a new window for viewing or downloading. Additional internal staff discussion was required to determine naming conventions for the consultant to use that would create a standardized system that could be used for this project and any future projects. As such, the project deadlines were set back a couple of months. All existing as-built information was provided to the consultant for their use. Pilot area information has been received and reviewed by staff. The effort required to complete the work was determined to be more than the original contract so Contract Amendment No. 1 was approved to allow for completion of the project. Meshek's work has progressed through Areas 1 – 4 and they are working through Area 5.

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

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

## **WASTEWATER PROJECTS:**

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

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

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

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

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

time in the future they are officially allocated. EPA should then be able to approve "after the fact" and Norman Utilities can seek reimbursement for funds already spent at that point.

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

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

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

Engineer: Garver LLC (Michael "Cole" Niblett)

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

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

Greeley Hansen was selected as the Architect for these two projects, and their Contract was approved on June 8, 2021. A design kickoff meeting convened in late June 2021. Greeley Hansen submitted a draft Preliminary

Engineering Report (PER) in November 2021 and, after a review meeting later in November 2021, they submitted a final PER in late January 2022.

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

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

As noted in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA recently received an EPA Community Grant in the amount of \$5,000,000 for that project. However, the Bidding Documents for that project did not meet Buy America Build America (BABA) requirements, and, as a result, EPA is in the process of officially granting a Technical Correction for the grant which allow the grant to be used for other projects at the WRF. Once that Technical Correction is officially granted, which is likely to occur in August 2024, it is NUA's intention to use that funding, in part, to fund this project. This will result in the bidding schedule for the project being moved up from the currently planned July 2025 to the fall of 2024. Once this schedule revision is confirmed, the Project Tasks/Dates will be updated accordingly.

Engineer: Greely and Hansen LLC (John Schmidt)

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

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

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

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

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

Engineer: Garver – On-Call services

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

In an update call on 8/7/24, Park Hill said that they have done significant work in preparing the plans, but the work required goes beyond the scope of what they were originally contracted for. A proposed scope and fee is expected by 8/9/24. It is still planned to negotiate including this project under the terms of the current contract.

Engineer: Staff with assistance from Lemke Surveying

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

On November 30, 2021, City Council approved the use of on-call Contracts of Parkhill and Lemke Land Surveying to prepare bidding documents for this project. During May 2023, a preliminary set of plans was submitted for City of Norman review and a review meeting convened and in July 2023, 95% plans were submitted and a review meeting convened. Final Plans and Bidding Documents were completed and project was advertised on September 14, 2023. Bids were opened on October 5, 2023, and Krapff-Reynolds Construction Co. (KRCC) has been deemed the lowest and best bidder with a base bid plus bid alternate cost of \$5,468,900.50. City Council approved Contract Award on November 14, 2023. A Pre-Work Meeting convened in January 2024. After an extended procurement process, KRCC mobilized to the project in late March 2024, and sanitary sewer replacement and manhole rehabilitation is ongoing. As of the end of July 2024, the Work is nearly 25% complete and remains generally on schedule for completion in the Summer of 2025.

Engineer: Parkhill (Sean Price)

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

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

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

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

Staff finalized scope and contract with Garver and NUA approved contract June 25, 2024. A kickoff meeting is scheduled for July 11, 2024.

Engineer: Garver (Bryce Callies)

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

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

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

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

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

Engineer: Garver (Michael Nguyen)

## **WATER PROJECTS:**

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

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

This project will determine the best location, layout, and treatment processes for blending and treating the 41 active groundwater wells utilized by the City of Norman. All active wells are currently in compliance with the standards set forth in the Safe Drinking Water Act and Public Water Supply Operations are not required to provide treatment and residual disinfectant under Oklahoma Administrative Code 252:631. However, the NUA also treats and distributes surface water from Lake Thunderbird. Since the water from the surface water source and the groundwater wells is blended in the distribution system piping, ODEQ has indicated that the system will need to be modified such that a minimum disinfectant residual of 1.0 mg/L of total chloramines (NHCL<sub>2</sub>) should be found throughout all parts of the system in the future. In addition, maximum contaminant levels (MCLs) of total chromium and arsenic may be lowered by EPA, and a new MCL for hexavalent chromium may be established in the future, thus requiring additional treatment for the groundwater wells. NUA entered into a contract with Carollo Engineering, Inc. on June 22, 2021 in the amount of \$95,090 to develop preliminary layouts for the future build-out of the facility including immediate needs and future treatment processes. The Notice to Proceed date was set for June 29, 2021 and a kick-off meeting and site field investigations are scheduled to be held on July 21, 2021. Staff met with SRB, LLC this month to obtain assistance for acquiring the land needed for the blending location which includes review of property records, survey and map, and negotiation assistance. A Purchase Order was created for \$16,200 for these services, and a 28-acre parcel of land was approved to be purchased by Council on February 22, 2022 in the amount of \$800,000. This 28-acres, which became for sale in 2021, is located near a potential site that was evaluated as being in a more favorable location based on the layout of our wellfield, as indicated by a hydraulic model conducted by Plummer Associates, LLC. A final Technical Memo was received from Carollo in August 2022 and was sent to Plummer. This memo will be utilized by Plummer to determine the layout and modeling needed for the preliminary disinfection system. The engineering contract with Plummer for design of the disinfection system was approved by Council on October 11, 2022 in the amount of \$528,900. Staff had a kick-off meeting on November 1, 2022 with engineers. Staff held the chlorine demand and disinfection byproducts testing on December 19, 2022 at the WTP. No DBPs were detected and demand was very low, as expected. Engineers are working on completing 90% plans and incorporation of some additional design elements following the public meeting held in December. Architects are working on getting renderings from the street view and nearby properties to show a more accurate depiction of what nearby homeowners would see when the berms are added around the facility. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. Engineers and Landscape architects revised their rendering and are ready to be presented to the neighboring homeowners. Staff is working on getting another public meeting put together. In addition, Engineers are working on getting their materials testing vendor to come out and test our residuals for potential use at the site for the berms.

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

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

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

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

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water

Technology Solutions Services, Inc., who currently own the "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. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. A final Technical Memo was received in June 2022 which explained the most necessary repairs needed on clarifiers 1 and 2 are structural and electrical elements. To repair these elements only, the cost would be about \$551,096. In addition, alternates were provided for additional repair/replacements that aren't as dire. Alternate 1 consists of structural and electrical repairs in addition to metal repairs and recoating. Alternate 2 consists of structural and electrical repairs in addition to replacing both clarifiers with new carbon steel tanks. Alternate 3 consists of structural and electrical repairs in addition to replacing both clarifiers with stainless steel tanks. Cost for these alternates are \$2,306,254, \$2,742,868, and \$2,887,684, respectively. Life cycle costs decrease with each alternate. In addition, repairs and recoating to clarifier 3 were included at a cost of \$502,695. WTP staff are reviewing what they would like to do moving forward based on funding and timeline. Staff has determined that clarifier 3 is in most dire need for recoating/potential metal repairs and would like this to be accomplished with funds for this project. Repairs to clarifiers 1 and 2 would be completed at a later date if funding allows. Staff met with Carollo on July 19, 2023 to discuss combining this work with other WTP projects that need to be completed.

#### Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Line Maintenance potholed 27 locations (approximately 20%) in this neighborhood to determine if lead service line replacement will be necessary. All service lines potholed were found to be made of copper. Bids were opened on July 13, 2023 where Cimarron Construction Company was the low bidder at \$2,631,347.00. This number includes replacement of Southlake Addition waterlines as well as waterlines at 1932 E Lindsey Street that have had frequent breaks in the last fiscal year, for which Line Maintenance has had to temporarily repair. A contract with Cimarron Construction Co. was approved by City Council on August 8, 2023. A pre-construction meeting was held on August 29, 2023. All punch list items have been completed at the apartment complex. Contractors have pulled off for another project but will be back in May to start work on the Southlake addition. Staff is still working on getting easements acquired from the Cervi properties nearby the Southlake addition.

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

Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019.

A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020.

In March 2020, 2021, 2022, and 2023, Phase II was delayed until the following Spring each year. Phase II was advertised on March 7, 2024 and bids were opened on March 28, 2024. Southwest Water Works (SWWW) of Oklahoma City, Oklahoma was the apparent low bidder with a base bid of \$3,250,256. City Council authorized Contract Award on April 9, 2024, and immediately after Contract Award, Notice to Proceed with shop drawings and material procurement was issued. As per Contract, Notice to Proceed with Construction was issued on May 13, 2024 (Monday after OU's Spring 2024 Graduation Weekend), and, as of July 30, 2024, work was substantially complete, which was before the Contract Completion Date of August 4, 2024 (which is also the day before the official start of OU sorority and fraternity rush for the Fall 2024 semester). A punchlist inspection was completed on July 31, 2024, and SWWW is expected to spend the first half of August addressing the punchlist. Final change order/amendment and final acceptance should be ready for City Council approval in September 2024.

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

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

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

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

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

Assuming project is not deferred, project is expected to advertise as soon as easements can be completed and Permits issued. Finalizing easements and master meter agreements and obtaining permits is likely continue into Summer 2024 with Bidding and Contract Award to follow in Fall 2024. Construction would then continue until late Summer 2025.

Engineer: Jacobs Engineering (Arun Srinivasan)

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

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

The conclusions of Plummer's report were presented to City Council in the March 12, 2024 Conference Meeting. In response, City Council indicated that, because of its visibility and proximity to OU's stadium, the tower may have value to the City as a landmark with City of Norman logo (and possibly an OU logo paid for by OU). For this reason, City Council indicated that, depending on costs and possible contributions by others, they may be interested in City of Norman taking possession of Lindsey Tower and using General Funds (and other contributions) to paint just the exterior of the tank so it could serve as a landmark. After further discussion, NUA noted that, unrelated to Lindsey Water Tower, funding has been budgeted in FY 2025 for Project WA0382, Robinson Tower Resurfacing. Consequently, NUA could prepare a single bid package that would include both Robinson Tower Resurfacing and two alternates for Lindsey Tower: (1). Demolition of Lindsey Tower; and (2). Resurfacing of Exterior of Lindsey Tower (so it could serve as a landmark). By combining the work on two water towers, NUA could expect to receive the most competitive bids. After bids are received, City Council could determine, based on actual costs, if they want to proceed with funding the exterior resurfacing of Lindsey Tower from the General Fund with a contribution from NUA equal to the cost of the demolition alternative or if they will simply direct NUA to accept the demolition alternative and demolish Lindsey Tower. City Council directed that NUA proceed with this option. Based on this direction, a contract was negotiated with Coastal Windforce, Inc. (formerly Dunham Engineering) to prepare a single set of Bidding Documents covering Robinson Tower Resurfacing and the two alternates for Lindsey Tower (Demolition or Exterior Resurfacing Only) and to perform construction administration and management services for the Work at both towers, and Engineering Contract No. K-2324-169 was approved at the May 14, 2024 City Council Meeting.

On March 21, 2024, the combined bid package for Robinson Tower Resurfacing and the two alternates for Lindsey Tower were advertised. These bids were opened on April 18, 2024. The actual costs for the two alternatives were presented to City Council at the April 23, 2024 Conference Meeting. During that meeting, City Council deferred a decision until they could further investigate options and implications for funding the alternative to preserve Lindsey Tower. In mid-May, NUA was directed to proceed with the resurfacing of Robinson Tower, but to defer any work on Lindsey Tower for at least 6 months to allow for further time to investigate possible funding sources to preserve it. NUA determined that most sensible path forward entailed awarding a contract to the lowest and best bidder, G&L Tank

Sandblasting & Painting of Shelbyville, Tennessee (G&L), for the combined Robinson Tower Resurfacing/Lindsey Tower Demolition alternate with added contract language requiring G&L to defer demolition of Lindsey Tower for a minimum of 6 months after Contract Award. If at the end of the 6-month deferral, City Council decides to proceed with preservation of Lindsey Tower or if they wish to further defer their decision, the demolition portion of the Contract would be deleted by Change Order. Then, once a final decision is made, either the demolition or rehabilitation of Lindsey Tower would be rebid.

On May 28, 2024, City Council approved award of Contract K-2324-143 in the amount of \$816,200.00 (\$504,200.00 for the resurfacing of Robinson Tower and \$312,000.00 for the demolition of Lindsey Tower). As noted above, the awarded Contract included a requirement that demolition of Lindsey Tower be deferred a minimum of 6 months with the understanding that, at the end of that time, City of Norman will decide to either proceed with the demolition or delete that work in its entirety from the Contract. G&L plans to mobilize to complete the rehabilitation of Robinson Tower in early September 2024. Based on this schedule, work should be complete on or about November 1, 2024.

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

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

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

Consultant: E Source (Alyssa Pourciau)

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

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

As of July 2024, the alignment survey is to be scheduled for late August or early September.

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

As of July 2024, design phase has not been completed. In an update call on 8/7/2024, Park Hill committed to uploading their plans for NUA review by 8/9/2024. If plans are not received by then, I will escalate this as we expected to have these plans in May 2024.

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

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

## **SANITATION CAPITAL PROJECTS:**

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

### Compost Facility Scale House (SA0019):

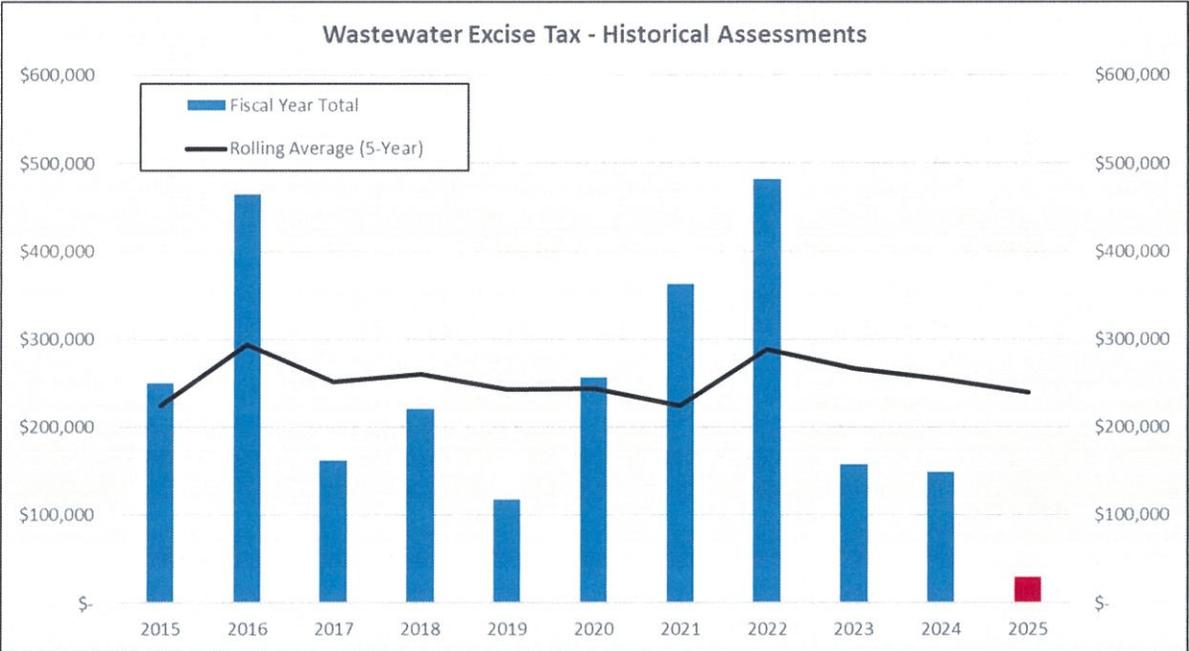
This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water and sanitary sewer for staff in charge of coordinating with customers. This building will also replace the prefabricated building purchased in 2003 that has become severely deteriorated and inadequate. Based on the project scope, staff appointed TriCore Group, LLC as the engineer responsible for design and bidding services. City Council approved the contract with TriCore Group in the amount of \$30,500 on May 11, 2021. Staff met with Engineers on March 4, 2022 to discuss preliminary plans. It was determined that a permanent building be built, rather than a prefabricated building, to better accommodate operations. In order to do this, Engineers had to subcontract an architect for the design of the building. An amendment to the contract for architectural services was approved by Council on April 12, 2022, which increased the cost of engineering services to \$39,000. The engineer requested an increase of \$4,000 to the contract in order to pay for redesign of the architectural plans. Staff is working on revisions to the contract to approve a final contract amount of \$43,000. Staff received final plans and specifications from the engineers on September 6, 2022 and are reviewing before starting the bid process. Planning reviewed the current set of plans and sent their comments on June 23, 2023. These were forwarded to the Engineer for incorporation to the final plan set. A quote for access control and cameras (Convergint) and low voltage

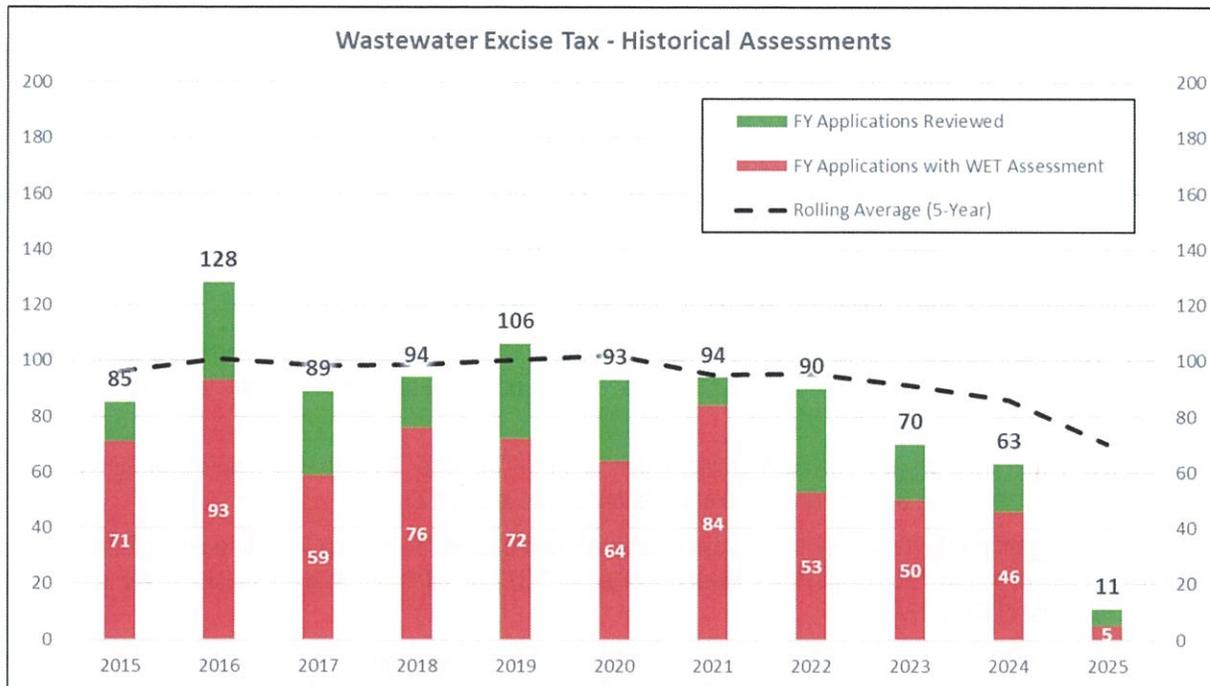
(TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project. TriCore is still in the process of addressing comments as of July 2024.

Engineer: TriCore Group, LLC (Greg Vance)

**Wastewater Excise Tax – Non-Residential:**

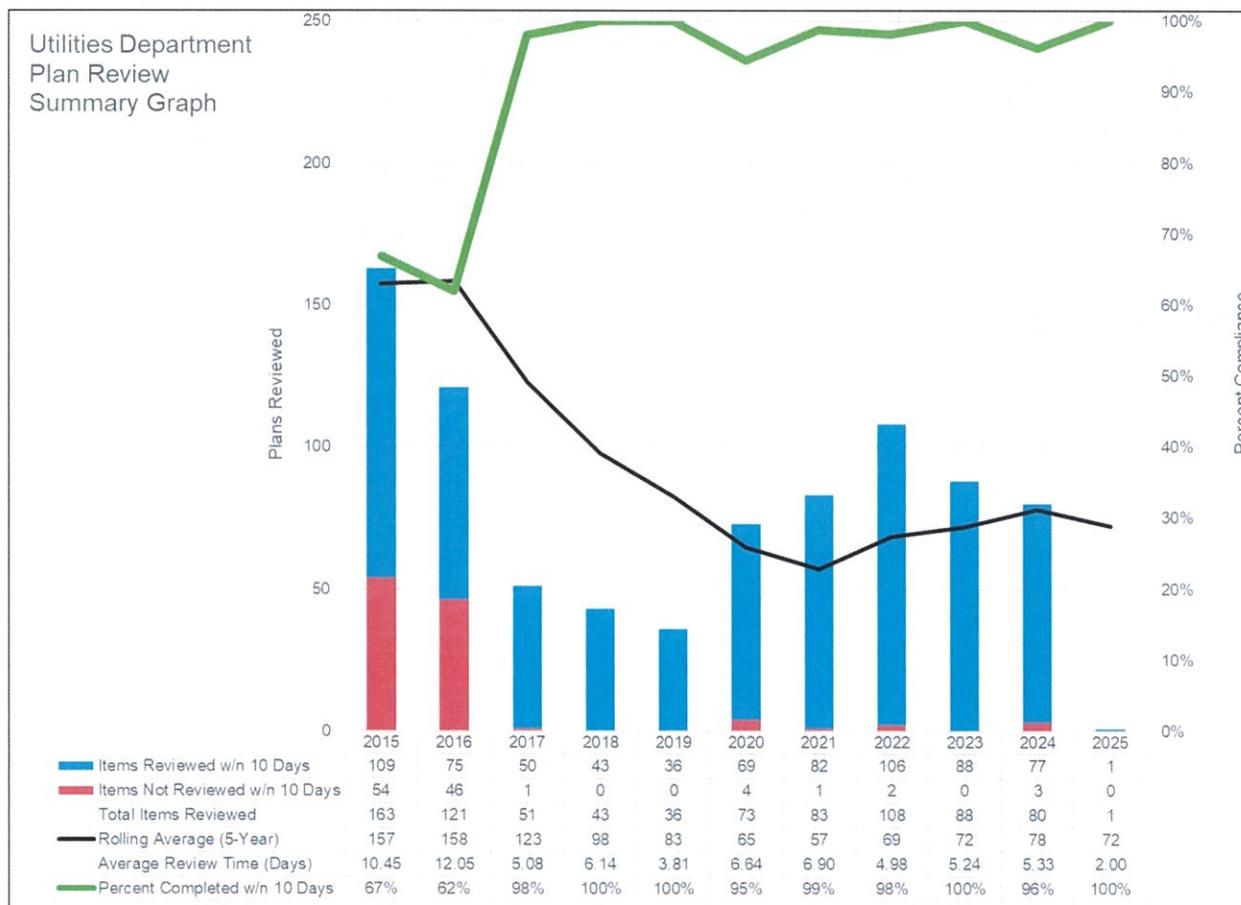
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on eleven commercial entities last month. Of the eleven applications, five applications were assessed since they were determined to increase wastewater flows over the previous use of the site. For the fiscal year, eleven commercial properties have been reviewed and a total of \$30,143.97 has been assessed to the entities that will increase wastewater flows for their respective property. Below are graphs showing the amount assessed and the number reviewed (current through date of report preparation)).





**PLAN REVIEW:**

One plan set were reviewed this past month. Staff has reviewed 1 plan for the current fiscal year with an average review time of 2.00 days and with 100 percent of plans reviewed within 10 days. Graph below shows current reviews as of the date of this report.



**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. 36<sup>th</sup> 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

No water well permits issued for the month of July.

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

	MONTHLY	YEAR-TO-DATE
<b>STORMWATER CONSTRUCTION SW</b>		
INSPECTIONS	80	80
ACTIVE SITES	79	79
CITATIONS	0	0
NOVS	0	0
CDOS	0	0
SWOS	0	0
ECPS	2	2

<b>STORMWATER MS4 OPERATIONS</b>		
ACTION CENTER	0	0
PWSTORMWATER	1	1
CALLS	25	25
OTHER	13	13
TOTAL INQUIRIES	25	25
OUTFALL INSPECTIONS	0	0
MCM 5 INSPECTIONS	29	29
MCM 6/P2 INSPECTIONS	0	0

<b>PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM</b>		
FOG INSPECTIONS	21	21
FOOD LICENSE APPROVAL	3	3
SIU INSPECTIONS	0	0
SIU SITES SAMPLED	0	0
TABLE II MONITORING (%)	1	1
TABLE III MONITORING (%)	3	3

<b>HOUSEHOLD HAZARDOUS WASTE</b>		
HHWF: CARS SERVED	60	60
SWAP SHOP VISITS	6	6
OIL DISPOSED	5145	5145
ANTIFREEZE DISPOSED	0	0
TIRES DISPOSED	14580	14580
HHW MATERIAL COLLECTED	3223.5	3223.5
E-WASTE: CARS SERVED	0	0
E-WASTE COLLECTED	0	0
TOTAL CARS SERVED	60	60
TOTAL MATERIAL COLLECTED	3223.5	3223.5

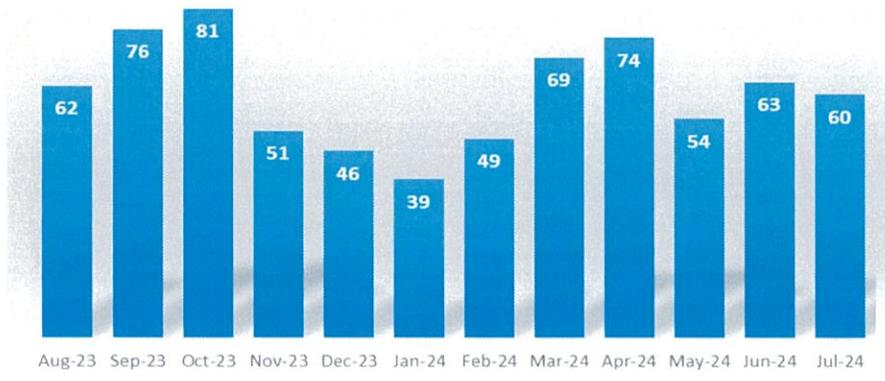
<b>REVENUE</b>		
FOG PROGRAM	\$ 300.00	\$ 300.00
SURCHARGE	\$ 9,574.64	\$ 9,574.64
LAB ANALYSIS RECOVERY	\$ -	\$ -
INDUSTRIAL DISCAHRGE PERMIT	\$ 1.00	\$ 1.00
TOTAL	\$ 9,874.64	\$ 9,874.64



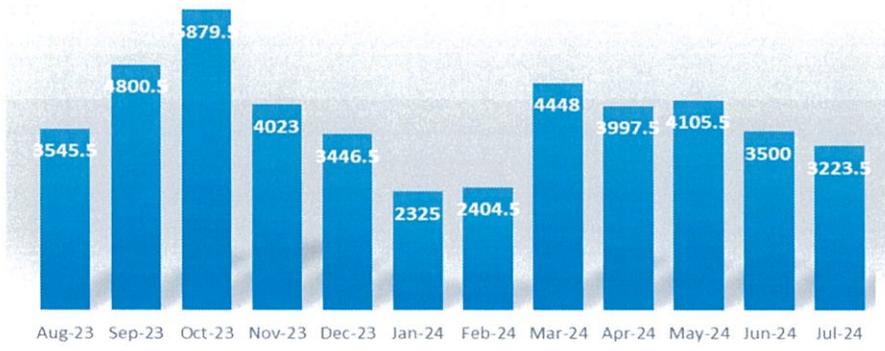
**Upcoming Events:**

- 19-Aug BEAM Charger deployment
- 31-Aug Deadline for Contact - NSI
- 9-Sep-24 Dave Blue Bug Collection
- 9-Sep Norman Newcomers Presentation
- 29-Sep Hugelkulture class at LEAF
- 5-Oct Monarchs in the Park
- 7-Oct Citizen's Academy at HHWF
- 10/13-10/15 SW-AWWA Conference
- 27-Oct Lake Thunderbird Workshop and Cleanup

**Number of Facility Appointments**



**Amount Collected in Pounds at Facility (lbs)**



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2025		FYE 2024	
July 2024	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	3	3	2	2
Property Owner Responsibility	10	10	12	12
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>14</b>
Number of Feet of Sewer Cleaned:				
Cleaned	104,365	104,365	80,458	80,458
Rodded	4,621	4,621	3,175	3,175
Foamed	0	0	57,390	57,390
SL-RAT	2,175	2,175	0	0
<b>TOTAL</b>	<b>111,161</b>	<b>111,161</b>	<b>141,023</b>	<b>141,023</b>
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	1	1	0	0
Private	0	0	0	0
Other (Lift Station, Line Break, etc.)	0	0	0	0
<b>Total Overflows</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>
Feet of Sewer Lines Televised	36,440	36,440	16,650	16,650
Locates Completed	320	320	264	264
Manholes:				
Inspected	1,239	1,239	1,210	1,210
New	0	0	0	0
Raised	2	2	1	1
Repaired	5	5	1	1
Feet of Sewer Lines Replaced/Repaired	0.00	0.00	4	4
Hours Worked at Lift Station	50.73	50.73	46	46
Hours Worked for Other Departments	16.83	16.83	5.33	5.33
OJI's	0	0	0	0
Square Feet of Concrete	0	0	0	0
Average Response Time (Minutes)	19.00	19.00	38.00	38.00
Number of Claims	0.00	0.00	0.00	0.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2025		FYE 2024	
July 2024	MONTH	YTD	MONTH	YTD
<b>New Meter Sets:</b>	<b>61</b>	<b>61</b>	<b>40</b>	<b>40</b>
Number Short Sets	56	56	40	40
Number Long Sets	5	5	0	0
Average Meter Set Time	4.08	4.08	5.65	5.65
Number of Work Orders:				
Service Calls	590	590	362	362
Meter Resets	1	1	1	1
Meter Removals	5	5	0	0
Meter Changes	110	110	29	29
Locates Completed	604	604	418	418
Number of Water Main Breaks	14	14	14	14
Average Time Water Off	1.38	1.38	1.93	1.93
Number of Water Leaks	61	61	40	40
Fire Hydrants:				
New	0	0	0	0
Replaced	0	0	0	0
Maintained	60	60	64	64
Number of Valves Exercised	119	119	139	139
Feet of Main Construction	0	0	490	490
Hours of Main Construction	0	0	845	845
Meter Changeovers	0	0	5	5
OJI's	0	0	0	0
Hours Flushing/Testing New Mains	20.93	21	13	13
Hours Worked Outside of Division	0.00	0.00	0	0

City of Norman, Oklahoma  
Department of Utilities

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

	FYE 2025		FYE 2024	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	333.3	333.3	399.4	399.4
Total Effluent Flow (M.G.)	325.5	325.5	384.3	384.3
Influent Peak Flow (MGD)	14.6	14.6	28.3	28.3
Effluent Peak Flow (MGD)	13.7	13.7	27.7	27.7
Daily Avg. Influent Flow (MGD)	10.8	10.8	12.9	12.9
Daily Avg. Effluent Flow (MGD)	10.5	10.5	12.4	12.4
Precipitation (inches)	2.4	2.4	5.9	5.9

**Discharge Monitoring Report Stats**

EPA minimum percentage removal 85%

5 day BOD:

Avg.

Avg.

Influent Total (mg/l)	119		129	
Effluent Carbonaceous Total	3		2	
Percent Removal	97.5		98.4	
Total Suspended Solids:				
Influent (mg/L)	177		206	
Effluent (mg/L)	13		7	
Percent Removal	92.7		96.6	
Dissolved Oxygen:				
Influent (min)	1.3		0.5	
Effluent (min)	8.3		7.4	
pH				
Influent (Low)	6.74		6.8	
(High)	7.1		7.3	
Effluent (Low)	6.8		6.6	
(High)	7.2		7.4	
Ammonia Nitrogen				
Influent (mg/L)	29.9		24.5	
Effluent (mg/L)	0.7		0.6	
Percent Removal	97.7		97.6	

**Utilities**

Electrical

Total kWh Used (Plant wide)	340,260	340,260	414,960	414,960
Aeration Blowers & Headworks	114,200	114,200	125,800	125,800
UV Facility	66,000	66,000	68,800	68,800

Natural Gas

Total cubic feet/day (plant wide)	113,000	113,000	109,000	109,000
-----------------------------------	---------	---------	---------	---------

Public Education (Tours)

	5	115	2	97
--	---	-----	---	----

Total Attendees FYE 25

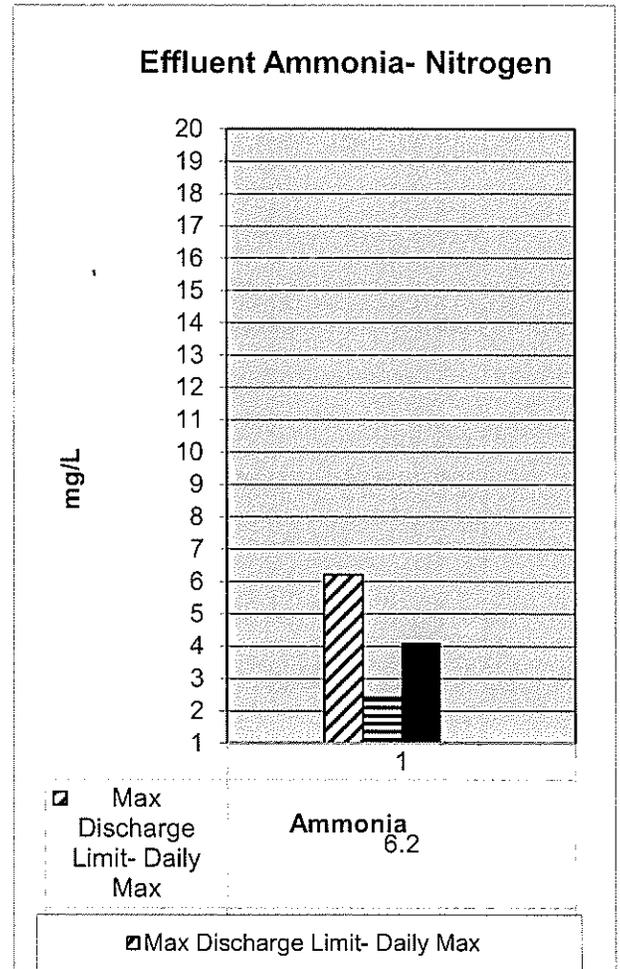
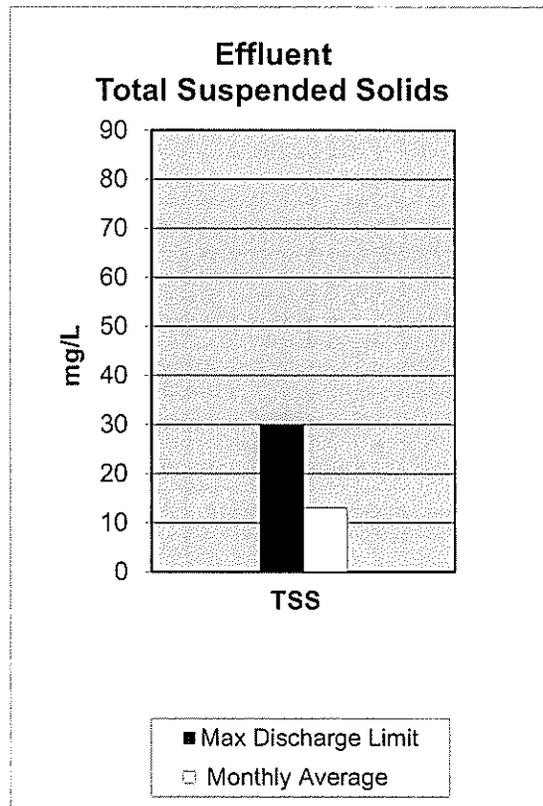
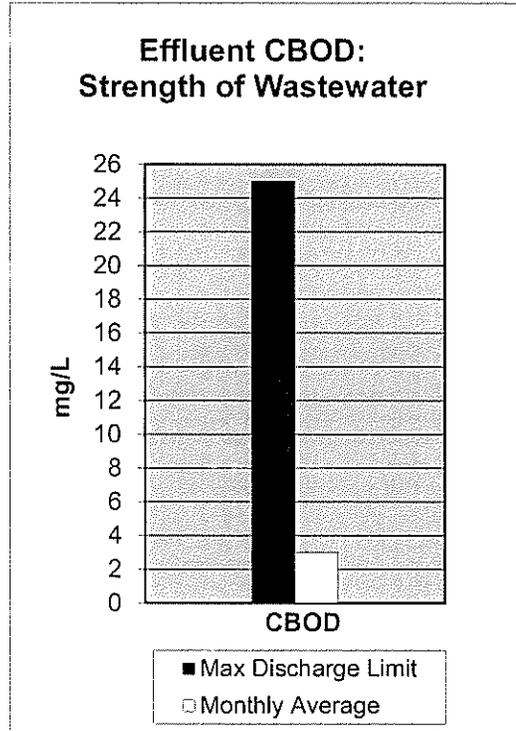
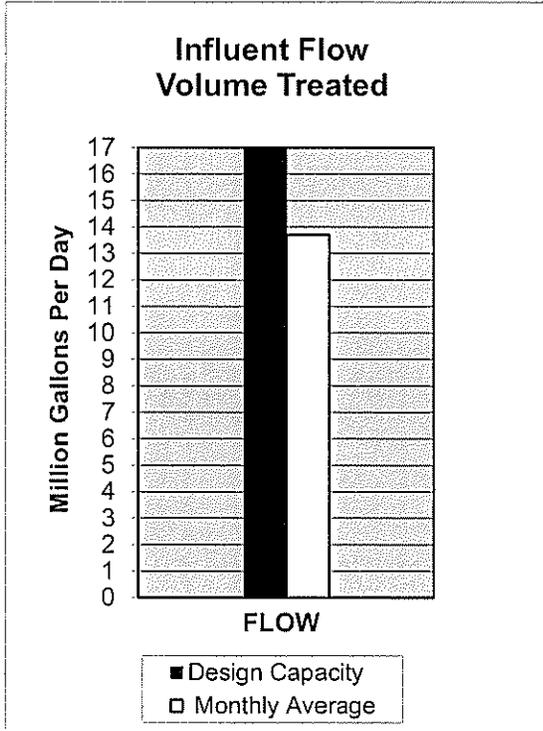
	115	97
--	-----	----

OU Golf Course (MG)

	10.6	10.6	11.4	11.4
--	------	------	------	------

E. coli geometric mean for July **159 MPN** (Limit is 126)

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



Comments here

Max Discharge Limit- Daily Max

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

**WATER TREATMENT DIVISION**

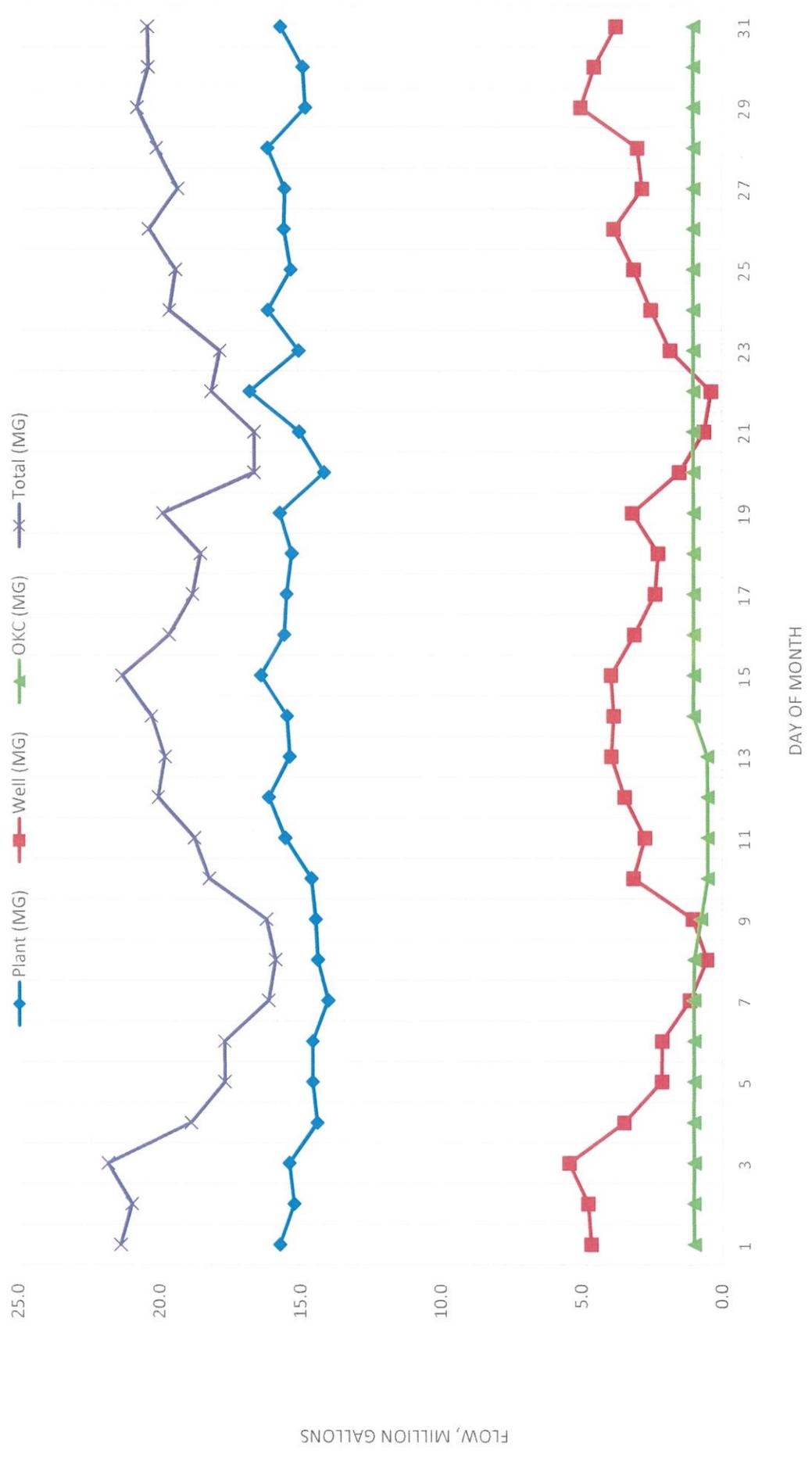
**MONTH: July-2024**

	<u>FYE 2025</u>		<u>FYE 2024</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
<b>Water Supply</b>				
Plant Production (MG)	473.00	473.00	439.05	439.05
Well Production (MG)	89.70	89.70	67.82	67.82
Oklahoma City Water Used (MG)	28.71	28.71	30.36	30.36
Total Water Produced (MG)	591.41	591.41	537.23	537.23
Average Daily Production	19.08	19.08	17.33	17.33
<b>Peak Day Demand</b>				
Million Gallons	21.82	21.82	20.46	20.46
Date	7/3/2024	7/3/2024	7/28/2023	7/28/2023
System Capacity (see note 1)	30.34	30.34	25.78	25.78
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
<b>Costs</b>				
Plant	\$743,012.37	\$743,012.37	\$695,523.26	\$695,523.26
Wells	\$242,272.97	\$242,272.97	\$220,986.92	\$220,986.92
OKC	\$88,471.59	\$88,471.59	\$100,047.39	\$100,047.39
Total	\$1,073,756.93	\$1,073,756.93	\$1,016,557.57	\$1,016,557.57
<b>Cost per Million Gallons</b>				
Plant	\$1,570.84	\$1,570.84	\$1,584.16	\$1,584.16
Wells	\$2,700.99	\$2,700.99	\$3,258.24	\$3,258.24
OKC	\$3,081.24	\$3,081.24	\$3,295.48	\$3,295.48
Total	\$1,815.58	\$1,815.58	\$1,892.22	\$1,892.22
<b>Water Quality</b>				
Bacterial Samples in Compliance	101	101	100	100
Bacterial Samples out of Compliance	2	2	0	0
Total number of inquiries (Note 2)	5	5	1	1
Total number of complaints (Note 2)	0	0	3	3
Number of complaints per 1000 service connections	0.00	0.00	0.07	0.07
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
<b>Safety</b>				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	0	1	1
<b>Public Education</b>				
Number of tours conducted	4	4	0	0
Number of people on tours	31	31	0	0

**Notes:**

Well 3A line repaired and returned to service. Installed new acid feed pump for SH system.  
Replaced SCC 4 mixer motor with spare and repaired the one that was removed for spare.  
Repaired SH leak on raw feed line. Rented water chiller for SH generation system.

# WATER PRODUCTION FOR JULY 2024



# MONTHLY TRANSFER STATION REPORT

July

	TONS PER MONTH	REVENUE PER MONTH
O.U.	283.63	\$15,535.78
STANDARD GATE	1,974.75	\$167,337.36
RESIDENTIAL	330.76	\$15,847.00
<b>TOTALS:</b>	<b>2,589.14</b>	<b>\$198,720.14</b>

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	535.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9935.51
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
<b>TOTAL LOADS BROUGHT TO LANDFILLS:</b>	<b>535.00</b>
<b>GRAND TOTAL TONS TO LANDFILLS</b>	<b>9,935.51</b>
DISPOSAL COST PER TON (OKC)	\$21.66
TIPPING FEE'S FOR DUMPING AT OKC:	\$215,203.15
<b>GRAND TOTAL TIPPING FEE'S</b>	<b>\$215,203.15</b>
# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	762.00
# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4246.48
# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	434.00
# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3095.29
<b>TOTAL LOADS BROUGHT TO TRANSFER STATION:</b>	<b>1196.00</b>
<b>TOTAL TONS BROUGHT TO TRANSFER STATION:</b>	<b>7341.77</b>
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	202.97
<b>TOTAL TONS RECEIVED AT TRANSFER STATION</b>	<b>10133.88</b>

# SANITATION DIVISION PROGRESS REPORT

JULY 2024

	FYE 24		<u>JULY</u>	FYE 25	
	MONTH	'R-TO-DATE		MONTH	'R-TO-DATE
<u>Vehicle Accidents</u>	1	1		1	1
<u>On The Job Injuries</u>	0	6		0	0
<u>Bulk Pickups</u>	50	271		50	50
<u>Refuse Complaints</u>	120	849		120	120
<u>New Polycarts Requests</u>	50	612		69	69
<u>Polycarts Exchanges</u>	7	102		15	15
<u>Additional Polycart Requests</u>	64	694		82	82
<u>Replaced Stolen Polycarts</u>	22	252		17	17
<u>Replaced Damaged Polycarts</u>	90	1039		97	97
<u>Polycarts Repaired</u>	23	453		22	22

# COMPOST MONTHLY REPORT

JULY 24

MONTH

TONS BROUGHT IN BY COMPOST CREWS:	455.88
LANDFILL TIPPING FEE'S	\$ 21.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,874.36

TONS BROUGHT IN BY PUBLIC:	1,800.00
TONS BROUGHT IN BY CONTRACTORS :	3,000.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	300.00
LANDFILL TIPPING FEE'S	\$ 21.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 110,466.00

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 120,340.36
---	---------------

REVENUE COLLECTED FROM COMPOST SALES:	\$300.00
REVENUE COLLECTED FROM GATE SALES:	\$13,140.00

TOTAL TONS COLLECTED	5,555.88
----------------------	----------

	<u>MULCH CUBIC YDS</u> MONTH	<u>COMPOST CUBIC YDS</u> MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		80
DRYING BEDS	900	
COMPOST SOLD BY CUBIC YARDS		90
MULCH SOLD BY CUBIC YARDS	7,500	
<b>TOTAL:</b>	<b>8,400</b>	<b>170</b>

