

City of Norman



Monthly Departmental Report

OCTOBER 2020

MONTHLY PROGRESS

TABLE OF CONTENTS
MONTHLY PROGRESS REPORTS

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

CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
October 2020**

CITY CLERK

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	6	20	12	27
Bus Service	1	8	0	0
CDBG	19	62	2	7
City Clerk	395	1513	1	10
City Manager/Mayor	4	54	3	58
City Wide Garage Sale	0	160	0	0
Code Enforcement	71	399	2	13
Finance	5	15	0	0
Fire/Civil Defense	6	16	0	3
Human Resources	6	26	0	1
I.T.	4	19	0	0
Legal	1	25	1	16
Line Maintenance	23	109	0	4
Municipal Court	5	12	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	76	160	3	51
Permits/Inspections	37	155	1	3
Planning	5	20	0	0
Police/Parking	25	162	11	58
Public Works	6	21	0	1
Recycling	0	0	0	0
Sanitation	57	271	6	15
Sidewalks	1	18	0	3
Storm Debris	233	492	0	0
Storm Water	18	63	0	30
Streets	16	137	55	67
Street Lights	9	55	56	57
Traffic	19	40	0	3
Utilities	85	504	1	3
WC Questions	0	0	0	0
WC Violations	0	0	0	0
October Total: 1,287	1,133	4,287	154	405

LICENSES

13 New licenses were issued and 3 renewals during the month of October. 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	1
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	0	1	Retail Wine	0	1
Distiller	0	0	Salvage Yard	0	0
Food	3	24	Sidewalk Dining	0	1
Game Machines	0	1	Solicitor/Peddler (30 day)	0	2
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	1	1
Kennel	0	0	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	9	Special Event	0	1
Medical Marijuana Grower	3	12	Strong Beer & Wine/Winemaker	0	2
Medical Marijuana Processor	0	1	Taxi/Motorbus/Limousine	0	4
Mixed Beverage	2	6	Temp Food (one day)	1	3
Mixed Beverage/Caterer	1	5	Temp Food (30 day)	0	3
Pawnbroker	0	0	Temp Food (180 day)	4	7
Pedicab	0	0	Transient Amusement	0	2
YTD License Total: 87					

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
BM Genetics	2239 60 th Avenue S.E.	Medical Marijuana Grower
Den-Mark Investments	16110 E. Franklin Road	Medical Marijuana Grower
PDQ Oklahoma Marijuana Growers	11001 Agape Lane	Medical Marijuana Grower
Triad Fitness Supplements Nutrition	2230 24th Avenue N.W.	Food License

EXISTING ESTABLISHMENT/NEW OWNERS		
NAME	ADDRESS	LICENSE TYPE(S)
Logan's Roadhouse	1250 24th Avenue N.W.	Food License/Mixed Beverage
Moon Sushi Bar & Asian Bistro	326 E. Main Street	Mixed Beverage

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Destiny Ranch		Big Tasties Eats & Treats
Donut Man II		
Super Taco Loco #2		
Taqueria San Tadeo		

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
AO1 Consulting		

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10-1-2020	Michael Patrick O'Connor	Claim for loss of income and attorney fees when he was arrested allegedly without any probable cause on March 18, 2020.	\$76,000
10-1-2020	Austin Childers	Claim for reimbursement of plumbing expenses allegedly caused by the City's main water line at 2912 Willow Creek Drive on September 23, 2020.	\$115.00
10-2-2020	Terry Eitel	Claim for damages to his vehicle allegedly caused by a City truck that struck him from behind on September 21, 2020 at I-240 and Eastern in Oklahoma City.	\$5,159.33
10-5-2020	Amanda Ward, DDS, PLLC	Claim for the cost of replacement sprinkler system at 1001 24 th Avenue N.W that allegedly the City removed when the street was widened between October 2019, and April 2020.	\$750.00
10-5-2020	Claims Management Resources (CMR) for OG&E.	Claim for damages allegedly caused to an OG&E facility located at 4025 Pleasant Grove caused by the City on September 12, 2020	\$3,908.73
10-19-2020	Claims Management Resources (CMR) for OG&E.	Claim for damages allegedly caused to an OG&E facility located at 4201 Lorings Circle caused by the City mowing crew on September 16, 2020	\$2,939.74

LAWSUITS

DATE FILED	NAME	JUSTIFICATION	Case No.
10-1-2020	Sassan Moghadam	A request to the court to issue a temporary restraining order against the City regarding Ordinance O-2021-17 that he alleges unconstitutionally invades the sanctity of one's home.	CV-2020-2441
10-5-2020	Stephen Teel	A request to the court to dismiss the petitioner's protest of Initiative Petition 2021-1.	CV-2020-2384

STUDY SESSION

A City Council Study Session was held on October 6, 2020, to discuss the Norman Forwards Projects.

SPECIAL SESSION

A City Council Special Session was held on October 16-17, 2020, to discuss annual team building and goal planning regarding City Council Policy Agenda for FYE 2021; Executive Session to evaluate the City Manager in order to discuss Fraternal Order of Police vs. City of Norman, case number CJ-2020-661

A City Council Special Session was held on October 20, 2020, to discuss Resolution R-2021-61: Programming Federal Surface Transportation Block Grant Program Urbanized Area (STBG-UZA) funds for enhancements to the City's Public Transit vehicle fleet and review of connection fees.

EMERGENCY SESSION

A City Council Emergency Session was held on October 29, 2020, to discuss Resolution R-2021-65: Waiving electrical permit fees for residents with power outages for a period of thirty (30) days due to the ice storm on October 26, 2020.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

A Special City Council Community Planning and Transportation meeting was held on October 22, 2020, to discuss Public Ridership Report for September, Rural Road Safety Audit, and Street furniture (bench) on Porter Avenue.

OVERSIGHT COMMITTEE

A City Council Oversight meeting was held on October 8, 2020, to continue discussion regarding programming for the Community Needs Reserve Fund and potential additional topics for the Charter Commission to consider.

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
October 2020 Monthly Hourly Materials Cost Report**

Location	Labor Hrs	Labor Cost	Materials Cost	Total
Misc				
Facility Maint	0.00	\$0.00	\$1,376.53	\$1,376.52
Total	0.00	\$0.00	\$1,376.53	\$1,376.53
Electrical				
Facility Maint	37.50	\$1,159.64	\$328.63	\$1,488.27
City Hall	7.00	\$213.72	\$81.51	\$295.23
Bldg A	13.00	\$398.07	\$247.90	\$645.97
Bldg B	23.00	\$729.71	\$33.24	\$762.95
Bldg C	9.00	\$283.30	\$30.02	\$313.32
Bldg D	10.00	\$312.67	\$78.04	\$390.71
Library	27.50	\$879.49	\$42.46	\$921.95
Animal Welfare	8.00	\$234.96	\$452.63	\$687.59
NIC	1.00	\$32.08	\$0.00	\$32.08
Pistol Range	3.00	\$88.11	\$0.00	\$88.11
Fire Stations	31.00	\$913.18	\$0.00	\$913.18
Parks Maint	4.00	\$128.32	\$28.04	\$156.36
Parks	47.50	\$1,477.73	\$169.51	\$1,648.24
Rec Centers	8.00	\$234.96	\$0.00	\$234.96
Senior Center	2.50	\$80.20	\$0.00	\$80.20
Firehouse Art	4.00	\$117.48	\$9.98	\$127.46
WW Tennis	1.00	\$29.37	\$0.00	\$29.37
WTP	4.00	\$117.48	\$0.00	\$117.48
WRF	8.00	\$234.96	\$241.94	\$476.90
Fleet	12.00	\$352.44	\$0.00	\$352.48
Traffic	4.00	\$117.48	\$0.00	\$117.48
Sanitation	11.00	\$323.07	\$0.00	\$323.07
Streets	2.00	\$61.45	\$0.00	\$61.45
Total	278.00	\$8,519.87	\$1,743.90	\$10,263.77

**City of Norman Facility Maintenance
October 2020 Monthly Hourly Materials Cost Report**

HVAC

Facility Maint	5.00	\$135.90	\$164.76	\$300.66
City Hall	30.50	\$941.69	\$680.86	\$1,622.55
Bldg A	17.00	\$515.24	\$0.00	\$515.24
Bldg B	17.00	\$535.56	\$0.00	\$535.56
Bldg C	47.50	\$1,462.55	\$132.30	\$1,594.85
Bldg D	4.00	\$128.32	\$0.00	\$128.32
Library	16.00	\$434.88	\$0.00	\$434.88
Animal Control	2.00	\$54.36	\$0.00	\$54.36
NIC	14.00	\$419.72	\$2.75	\$422.47
Spec. Ops	2.00	\$64.16	\$0.00	\$64.16
Pistol Range	11.50	\$351.77	\$0.00	\$351.77
Fire Admin	2.00	\$54.36	\$0.00	\$54.36
Fire Stations	40.00	\$1,135.48	\$17.19	\$1,152.67
Parks	9.50	\$258.21	\$911.99	\$1,170.20
Rec Centers	27.50	\$786.65	\$339.32	\$1,125.97
Sr Center	10.00	\$271.80	\$0.00	\$271.80
Firehouse Art	4.00	\$128.32	\$0.00	\$128.32
Historical House	4.00	\$108.72	\$73.96	\$182.68
Sooner Theater	8.00	\$237.04	\$36.04	\$273.08
WW Golf	7.50	\$223.45	\$36.54	\$259.99
WW Tennis	3.00	\$81.40	\$0.00	\$81.54
Sanitation	2.00	\$54.36	\$0.00	\$54.36
WTP	6.00	\$182.68	\$68.32	\$251.00
WRF	12.00	\$345.76	\$58.52	\$404.28
Line Maint	7.00	\$190.26	\$50.64	\$240.90
Stormwater	4.00	\$108.72	\$0.00	\$108.72
Streets	6.00	\$163.08	\$0.00	\$163.08
Fleet	1.00	\$27.18	\$22.96	\$50.14
Total	320.00	\$9,401.76	\$2,596.15	\$11,997.71

**City of Norman Facility Maintenance
October 2020 Monthly Hourly Materials Cost Report**

Plumbing						
Facility Maint	17.00	\$545.36	\$153.62	\$698.98		
City Hall	5.00	\$160.40	\$0.00	\$160.40		
Bldg A	7.00	\$224.56	\$240.96	\$465.52		
Bldg B	17.00	\$545.36	\$185.00	\$730.36		
Bldg C	4.00	\$128.32	\$0.00	\$128.32		
Library	1.00	\$32.08	\$0.00	\$32.08		
Animal Control	14.00	\$449.12	\$20.74	\$469.86		
NIC	5.00	\$160.40	\$18.38	\$178.78		
Fire Stations	21.00	\$673.68	\$432.24	\$1,105.92		
Park Maintenance	1.00	\$32.08	\$0.00	\$32.08		
Parks	27.00	\$866.16	\$0.00	\$866.16		
Rec Centers	10.00	\$320.80	\$0.00	\$320.80		
Sr Center	2.00	\$64.16	\$0.00	\$64.16		
WW Golf	13.00	\$417.04	\$0.00	\$417.04		
Sanitation	6.00	\$192.48	\$0.00	\$192.48		
WRF	1.00	\$32.08	\$0.00	\$32.08		
Line Maint	4.00	\$128.32	\$140.34	\$268.66		
Total	155.00	\$4,972.40	\$1,191.28	\$6,163.68		
Custodial						
City Hall	128.00	\$2,029.32	\$435.25	\$2,464.57		
Bldg A	128.00	\$2,029.32	\$277.75	\$2,307.07		
Bldg B	182.00	\$2,661.18	\$199.00	\$2,860.18		
Bldg C	128.00	\$2,029.32	\$277.75	\$2,307.07		
Bldg D	0.00	\$0.00	\$131.25	\$131.25		
Library	20.00	\$486.00	\$597.98	\$1,083.98		

**City of Norman Facility Maintenance
October 2020 Monthly Hourly Materials Cost Report**

Fire Stations	32.00	\$777.60	\$1,536.53	\$2,314.13
Total	618.00	\$10,012.74	\$3,455.51	\$13,468.25
Total	1371.00	\$32,906.77	\$10,363.37	\$43,269.94

CITY MANAGER

2

COMMUNITY RELATIONS

2A

NORMAN FORWARD 2B



Memorandum

To: Jud Foster, The City of Norman Parks and Recreation

From: Randy Hill, ADG

ADG Project Number: 16-003

ADG Project Name: Norman FORWARD

Date: 11.05.2020

Re: **October 2020 Monthly Report**

REPORT PERIOD: October 1 through October 31, 2020

WORK THIS MONTH

1. Thursday, October 1, 2020 | 9:30 a.m. | North Base Contract Discussion Meeting
 - a. Discussion on project schedules, budgets, and critical issues
2. Thursday, October 1, 2020 | 1:00 p.m. | Central Library ADA Meeting and Walk
 - a. Discussion on outstanding accessibility issues and landscaping
3. Monday, October 5, 2020 | 10:30 a.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
4. Monday, October 5, 2020 | 1:30 p.m. | CFOB Meeting
 - a. Citizens Financial Oversight Board meeting
5. Monday, October 5, 2020 | 5:30 p.m. | Senior Center Ad-Hoc Meeting
 - a. Reviewed site locations on NRHS Porter Campus
6. Tuesday, October 6, 2020 | 8:00 a.m. | Homelessness Proposal Review
 - a. Review of Proposal Submittals
7. Tuesday, October 6, 2020 | 1:00 p.m. | Ruby Grant Additional Work Meeting
 - a. Budget review
8. Tuesday, October 6, 2020 | 6:30 p.m. | City Council Study Session
 - a. Discussion regarding an update on Norman Forward Projects
9. Wednesday, October 7, 2020 | 10:30 a.m. | N.F. Marketing Mtg.
 - a. Monthly discussion of project schedules, budgets, and critical issues
10. Monday, October 12, 2020 | 9:00 a.m. | Municipal Complex, Municipal Court Mtg.
 - a. Discussion of status of construction budget for Municipal Court
11. Monday, October 12, 2020 | 3:00 p.m. | Weekly N.F. Program Manager Mtg
 - a. Weekly discussion of project schedules, budgets, and critical issues
12. Tuesday, October 13, 2020 | 9:00 a.m. | Municipal Complex, Development Center VE/Budget
 - a. Discussion of status of construction budget for Development Center
13. Tuesday, October 13, 2020 | 10:00 a.m. | Ruby Grant Park OAC Meeting
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
14. Tuesday, October 13, 2020 | 2:30 p.m. | Central Library Landscaping Call
 - a. Conference call with MSR to review landscaping and ADA progress
15. Tuesday, October 13, 2020 | 6:30 p.m. | City Council Meeting
 - a. Agenda Item for Contract Award of a Norman Forward Project

- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Warranty and ADA work in progress
 - b. Budget: Within budget
 - c. In operation
- Westwood Family Aquatic Center
 - c. Schedule: Opening Celebration on May 26, 2018
 - d. Budget: Final Pay App approved on July 24, 2018
 - e. In operation
- Griffin Park
 - a. Schedule: Phase IV in progress
 - b. Budget: Within budget
 - a. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: Design bid documents in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation: Court paint warranty extended another 12 months from 9.22.2020
- Ruby Grant
 - a. Schedule: Construction in progress
 - b. Budget: In budget
 - c. Issues: No known issues
- Indoor Aquatic and Multi-Sport Facility
 - a. Schedule: Schematic Design in progress
 - b. Budget: Budget alignment in progress
 - c. Issues: site/operator
- Senior Wellness Center
 - a. Schedule: Schematic Design in progress
 - b. Budget: Budget alignment in progress
 - a. Issues: operator/MOU determination, site location
- Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues:
 - Continued discussion regarding Indoor Aquatic and Multi-Sport Facility operating budget

SUBMITTED BY: ADG – Randy W. Hill

CITY OF NORMAN

Department of Finance
Monthly Report – October 2020

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 October are discussed below:

Treasury Division:

In the month of October, the Treasury division processed 38,235 total payments. The Treasury division processed 822 credit card utility payments, a decrease of -42% from last month, and the Interactive Voice Response (payment by telephone) system processed 990 credit card utility payments, a decrease of -45% from last month. Utility customers also have the option of paying on the City of Norman website. There were 7,811 credit card payments made on the internet in October, a decrease of -8% from last month. The Municipal Court processed 517 credit card payments for court fines, a decrease of -11% from last month.

The City charges a convenience fee of \$3 on credit card payments made online or by phone to help offset the costs of providing credit card service. We collected \$6,399 in convenience fees in the month of October with a fiscal year-to-date total of \$35,424.

Utility Services Division:

The Meter Reading Division read 39,901 meters. Out of 77 meter reading routes, 34 (44%) were read within the targeted 30-day reading cycle. 41 routes (53%) were read by the 31st day, and all routes were read by the 36th day. Three routes were estimated in October.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are above target for the month of October by 26%. Revenues from the City's largest single source of revenue, sales tax, are above target by .6% for the year to date and 9.3% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 21 Budget To Date	FYE 21 Actual To Date	FYE 20 Actual To Date	FYE 19 Actual To Date
Sales Tax Revenue	\$14,887,605	\$14,980,643	\$13,705,767	\$13,567,426
General Fund Revenue	\$28,344,710	\$35,707,761	\$24,825,561	\$23,890,503
General Fund Expenses	\$29,621,031	\$27,158,096	\$29,996,306	\$24,771,889

Administration Division

	FYE 21		FYE 20	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	1,440.00	320.00	1,280.00
Total Comp Time Available	4.75	11.50	1.00	1.00
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
TOTAL HOURS AVAILABLE	484.75	1,451.50	321.00	1,281.00
Benefit Hours Taken	50.00	244.75	39.00	206.00
TOTAL ACCOUNTABLE STAFF HOURS	434.75	1,206.75	282.00	1,075.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 21		FYE 20	
	October	YTD	October	YTD
Total Regular Hours Available	1,440.00	4,320.00	960.00	3,840.00
Total Comp Time Available	4.75	17.25	8.50	62.25
Total Overtime Hours	21.00	46.75	5.00	7.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	1,465.75	4,384.00	973.50	3,909.25
Benefit Hours Taken	60.25	382.50	31.75	368.50
TOTAL ACCOUNTABLE STAFF HOURS	1,405.50	4,001.50	941.75	3,540.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	5.00	20.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	5.00	20.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 21 September	FYE 21 October	
Total Revenue Received (\$)	\$8,113,294	\$4,876,156	\$3,237,138
Utility Payments - Office (#)	40,285	38,235	2,050
Utility Payments - Office (\$)	\$4,915,928	\$4,376,885	\$539,043
Lockbox (#)	15,858	15,704	154
Lockbox (\$)	\$1,979,497	\$1,869,453	\$110,044
IVR Credit Card (#)	1,795	990	805
IVR Credit Card (\$)	\$204,879	\$103,533	\$101,346
Click to Gov (#)	0	0	0
Click to Gov (\$)	\$0	\$0	\$0
Paymentus (#)	\$8,503	\$7,811	\$692
Paymentus (\$)	\$802,180	\$792,784	\$9,396
UT Credit Card Payments (#)	1,427	822	605
UT Credit Card Payments (\$)	\$234,315	\$109,193	\$125,122
Art Donations (#)	0	0	0
Art Donations (\$)	\$0	\$0	\$0
Bank Draft Payments (#)	14,814	7,002	7,812
Bank Draft Payments (\$)	\$1,024,987	\$921,672	103,315
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	103	57	46
Processed Return Checks (\$)	(\$30,621)	(\$5,325)	(\$25,296)
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$2,142,816	\$267,130	\$1,875,686
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$211,565	\$181,873	\$29,692
Municipal Court - Credit Card (#)	578	517	61
Municipal Court - Credit Card (\$)	\$117,303	\$99,830	\$17,473
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$1,052,635	\$311,010	\$741,625
Building Permits Credit Card (#)	316	272	44
Building Permits Credit Card (\$)	\$146,945	\$160,133	(\$13,188)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$3,439	\$1,724	\$1,715
Occupational License - Bldg Insp. CC (#)	19	15	4
Occupational License - Bldg Insp. CC (\$)	\$2,939	\$1,024	\$1,915
Business License - City Clerk (\$)	\$3,075	\$4,665	(\$1,590)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	2,504	1,358	1,146
Convenience Fees - All Payments (\$)	\$7,512	\$4,074	\$3,438
Bank Drafts Billed (#)	9,363	0	9,363
Bank Drafts Billed (\$)	\$1,076,715	\$0	\$1,076,715
Interdepartmental Billing (#)	177	93	84
Interdepartmental Billing (\$)	\$64,184	\$47,803	\$16,381
Accounts Receivable Billed (\$)	\$228,410	\$159,173	\$69,237

Budget Services Division

	FYE 21		FYE 20	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	1,440.00	160.00	640.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	1.00	1.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	481.00	1,441.00	160.00	640.00
Benefit Hours Taken	42.25	153.25	0.00	32.00
TOTAL ACCOUNTABLE STAFF HOURS	438.75	1,287.75	160.00	608.00
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Treasury Division

	FYE 21		FYE 20	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	3,600.00	800.00	3,200.00
Total Comp Time Available	40.75	89.25	20.25	63.00
Total Overtime Hours	23.00	75.00	16.00	63.50
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	1,263.75	3,764.25	836.25	3,326.50
Benefit Hours Taken	112.00	540.25	71.00	524.00
TOTAL ACCOUNTABLE STAFF HOURS	1,151.75	3,224.00	765.25	2,802.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 21		FYE 20	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	4,037.00	12,197.00	2,560.00	10,240.00
Total Comp Time Available	19.75	129.50	10.00	38.75
Total Overtime Hours	514.50	930.25	49.75	187.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	4,571.25	13,256.75	2,619.75	10,466.00
Benefit Hours Taken	476.25	2,085.50	329.50	1,401.25
TOTAL ACCOUNTABLE STAFF HOURS	4,095.00	11,171.25	2,290.25	9,064.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 21		FYE 20	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	1,440.00	160.00	638.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	19.50	142.75	30.50	60.75
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	499.50	1,582.75	190.50	698.75
Benefit Hours Taken	41.00	83.00	0.00	99.50
TOTAL ACCOUNTABLE STAFF HOURS	458.50	1,499.75	190.50	599.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	112.00	459.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	5.50
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	112.00	464.50
Benefit Hours Taken	0.00	0.00	53.00	71.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	59.00	393.50
 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 21 October	FYE 21 September
Mail Payments - Lockbox	15,704	15,858
Mail Payments - Office	275	417
Mail Payments - Subtotal	15,979	16,275
Night Deposit	255	274
Click-to-Gov Payments	0	8,503
Paymentus Payments	7,811	1,795
IVR Payments	990	
Without assistance payments - Subtotal	9,056	10,572
Drive-up window & inside counter	0	0
Credit Card machine payments (swipe)	0	715
Credit Card machine payments (phone)	0	712
With assistance payments - Subtotal	0	1,427
Total Payments Processed - Subtotal	25,035	28,274
Bank Draft (ACH) Payments	7,002	14,814
Total Payments (Utility)	32,037	43,088
Total Convenience Fees - all Payments	822	2,504
Grand Total Payments	32,859	45,592

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

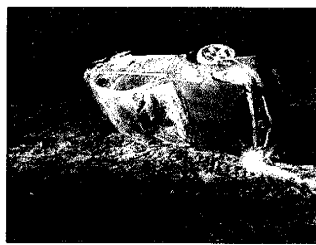
	FYE 21		FYE 20	
	October	YTD	October	YTD
Number of Meters Read	0	102,373	39,901	159,311
New Service	581	3,427	636	3,493
Request for Termination	620	3,319	633	3,363
Delinquent On(s)	148	814	330	1,138
Delinquent Offs	108	1,066	496	1,745
Collect Deposit Tags Hung	0	60	24	112
Collect Deposit Cut Offs	0	12	6	31
Blue Tags	13	77	21	87
Number of Meters Re-read	624	2,548	1,519	6,154
Meters Cleaned	0	291	89	410
Customer Assists	0	277	107	386
Meters Pulled	0	0	0	0
Meters Re-set	0	0	0	0
Meter Exchanges	37	250	100	333
TOTAL	2,131	114,514	43,862	176,563

Utility Division Activity Report

	FYE 21		FYE 20	
	October	YTD	October	YTD
STATUS REPORT				
Regular Utility Accounts Billed	43,659	173,641	42,882	170,899
New Ons	818	4,774	1,111	4,776
Final Accounts Billed	392	3,037	659	3,352
TOTAL ACCOUNTS BILLED	44,869	181,452	44,652	179,027

FIRE DEPARTMENT

4



NFD Monthly Progress Report October 2020

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	33	1.88%
2 - Overpressure Rupture, explosion, Overheat - No Fire	2	0.11%
3 - Rescue & emergency	881	50.17%
4 - Hazardous Conditions (No Fire)	192	10.93%
5 - Service Call	184	10.48%
6 - Good Intent Call	350	19.93%
7 - False Alarm & False Call	87	4.95%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	1	0.06%
Incomplete Reports	26	1.48%
Total Incident Count (Unique Calls)	1756	100.00%
Number of Total Unit Responses	2330	

Total Fire Loss \$245,902.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	348	302	0:05:02
Station #2	246	362	0:06:02
Station #3	284	352	0:05:52
Station #4	197	278	0:04:38
Station #5	59	559	0:09:19
Station #6	76	576	0:09:36
Station #7	193	360	0:06:00
Station #8	100	400	0:06:40
Station #9	252	371	0:06:11

Community Outreach

Tours & Drive-By Appearances	20	Socially Distant Fire Safety Demonstrations for Fire Prevention Month
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Burn Permits

Burn Permits Issued	103	Total of 9 burn days
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Training

Total Personnel Training Hours	1970	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

October 2020

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
Chief 301	33	4	0	6	4	2	4	2	4	7
Chief 302	33	2	4	3	4	1	2	13	2	2
Chief 303	32	2	6	2	4	3	1	5	5	4
Chief 304	15	0	2	3	2	1	0	6	0	1
Engine 1	355	316	4	6	3	0	4	13	0	9
Brush 1	21	16	2	0	0	0	3	0	0	0
Ladder 1	50	25	2	3	4	0	0	8	2	6
Engine 2	258	1	231	7	8	0	0	9	1	1
Brush 2	14	0	9	1	4	0	0	0	0	0
Ladder 2	47	3	20	3	4	0	0	8	3	6
Engine 3	316	15	7	276	4	0	0	6	0	8
Brush 3	13	0	3	10	0	0	0	0	0	0
Engine 4	218	3	5	1	198	0	0	5	6	0
Brush 4	14	0	1	0	12	0	0	0	1	0
Engine 5	40	0	0	0	0	33	3	2	0	2
Brush 5	62	0	0	0	0	56	3	1	0	2
Engine 6	38	1	0	0	1	5	25	1	0	5
Brush 6	86	1	0	0	1	5	73	1	0	5
Squad 7	261	10	13	13	11	0	0	191	9	14
Engine 8	112	1	2	0	2	0	1	7	98	1
Brush 8	4	0	0	0	1	0	0	0	3	0
Tanker 8	6	0	0	0	1	1	3	0	1	0
Engine 9	279	9	0	4	0	4	8	4	0	250
Brush 9	6	1	0	0	0	2	2	0	0	1
Tanker 9	9	0	0	0	0	3	5	0	0	1
HAZMAT	1	0	0	0	0	0	0	0	1	0
Fire Marshal 2	3	0	0	0	1	0	0	1	0	1
Fire Marshal 4	3	0	0	0	1	0	1	0	0	1
Fire Marshal 5	1	0	0	0	0	0	1	0	0	0
	2330	410	311	338	270	116	139	283	136	327

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
October 2020**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		76	66.5
Re-Inspections		19	16
Re-Inspections			
Total Inspections		95	82.5

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		22	29

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		29	73
Fire Education Classes		4	32

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		63	86
Investigations		12	33
Investigative Activities		11	27
Miscellaneous/Special			

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
October 2020**

Fire Review Coordinator Activities

Activites	Notes	Number	Staff Hours
Building Permits/Development Review Team		26	44
Inspections	4 re-inspections	12	20
Citizen Calls for Information		8	3
Training	IFSTA Online	4	12
Meetings		4	4
Totals		54	83

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: October 2020
Mitigation:	
2015 Safe room program closeout ongoing process	Completed the comparisons for additional reimbursements and will be coordinating final payments
Preparedness:	
Amateur Radio Testing	1 October
Medical Reserve CORPS wellness check	6 October
Great American Shake Out	15 October, reviewed actions during an earthquake
Medical Reserve Technical Assistance Call	20 October, discussed upcoming grant opportunities and status of program
Initial meeting for aviation support program	Moore Norman Tech to create a program of Instruction, follow on meeting will be scheduled
Response:	
House Fire Response	Red Cross has modified their response to minimize COVID exposure. May need additional assistance in order to validate need on scene
Severe Ice Storm	10-27-2020
Recovery:	
Reimbursement for CARES expenditures completed. Waiting for the last submission to be paid	
Reimbursement for State Assistance from July 2020 storm	Threshold to meet the damage cost was short and request retracted
Significant Ice Storm 10-27-2020	Wide spread vegetative debris across the City called for a Mayoral declaration. The Governor declared an Emergency and is working to have a federal declaration approved.

HUMAN RESOURCES

5

HUMAN RESOURCES

Monthly Report

October, 2020

ADMINISTRATION

A. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed November 2020 Employee Newsletter
- Processed invoices and reconciled expense accounts
- Coordinated October United Way Fundraisers

BENEFITS

- Conducted three (3) new hire orientations
- Processed enrollment forms, terminations, and changes to health, life, and supplemental products for general health/dental changes
- Reconciled health, dental, and supplemental products
- Continued education of plan documents
- Held approximately four (4) one-on-one meetings with employees to review Explanation of Benefits to ensure correct benefit was applied
- Fielded approximately 198 phone calls and one-on-one meetings to discuss benefits and claims
- Continued conversations with Washington National to discuss November's Open Enrollment schedule
- Prepared for Open Enrollment of health/dental benefits
- Annual Medicare notices were mailed to employees by required deadline
- Continued selection process for Wellness vendor and finalized by choosing Healthy Merits as the 2021 Wellness vendor
- Provided additional information for OPEB valuation in regard to retiree claims data
- Data entry for ACA year-end reporting
- Organized City of Norman's Annual Flu Shot Clinics
- Organized City of Norman's Annual Blood Drive
- Munis Training for new payroll system – 6 days
- Intellitime Training - Zoom Meeting x 2
- Conference call with Elixir regarding EOY benefit changes if applicable
- Conference call with Gallagher to discuss healthcare network
- ADA Title II Training

PERSONNEL ACTIONS

New Hires – 3

Dept./Div.	Position	Number of Employees
Public Works/Fleet	Mechanic I	1
Utilities/Sewer Line Maint.	Utility Collection Worker I	1
City Council	Councilmember (PT)	1

Separations – 5

Dept./Div.	Position	Number of Employees
Finance/Utilities	Meter Service Supervisor	1
Fire/Suppression	Firefighter	2
City Clerk/Custodial Svs.	Custodian (PPT)	1
Parks/Recreation	Recreation Leader (PPT)	1

Promotions – 5

Dept./Div.	Position	Number of Employees
Public Works/Traffic	Administrative Technician III	1
Public Works/Stormwater	Maintenance Worker II	2
Utilities/Admin.	Staff Engineer	1
Parks/Park Maintenance	Heavy Equipment Operator	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

Department/Division	Position
City Manager's Office	Diversity and Equity Officer
Fire	Firefighter Recruit
Information Technology	System Administrator/Security Analyst
Parks & Recreation/Recreation	Food & Beverage Tech I (PT)
Parks & Recreation/Recreation	Food & Beverage Tech II (PT)
Parks & Recreation/Recreation	Recreation Center Specialist (PT)
Parks & Recreation/Westwood Golf Course	Golf Course Attendant (PT)
Police	Police Officer (59 th Academy)
Police/Animal Welfare	Animal Welfare Technician
Police/Emergency Communications Bureau	Communications Officer I
Police/Emergency Communications Bureau	Communications Officer II
Planning/CDBG	Emergency Shelter Case Manager
Public Works/Fleet	Mechanic I
Utilities/Water Reclamation Facility	Lab Manager

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	340	Written Exams	210
Phone	400	Practical Testing/Assessment Center	3
Mail	215	Panel Board Interviews	5
Email	175	Promotions	3
Total Subscribers on E-mail Vacancy List	1025	Oral Interviews	0
Total Visits to HR website	0	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	8	Advertisements Placed	3
Pre-Employment Drug Screens	1	Applications Received	63
Pre-Employment Physicals	1	Job Announcements Emailed	19
Pre-Employment OSBI	4	Job Announcements to CON Depts.	215

TRAINING AND DEVELOPMENT

Conducted training for three (3) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

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

Provided Citywide mandatory ADA training on the topic of ADA Awareness and Interacting with People with Disabilities for Title II entities.

Resumed CON 2020 Supervisory Academy session on Unified Teams for 30 employees in management, supervisory, lead and crew chief roles from various departments.

SAFETY

- Safety material documents were sent to divisions each week
- Conducted one (1) Fitness for Duty Meeting (Parks)
- Conducted three (3) Return to Work Meetings for Line Maintenance, Fleet & Traffic
- Conducted three (3) new employee orientations

Recordable Injuries – 13

Dept./Division	Nature of the Injury	Activity	Prognosis
Fire/ Suppression	Strained lower back	Strained lower back while lifting patient	Work restrictions
Planning/ Community Development	Left rib area, right shoulder/wrist/knee, & strained back	Employee was walking in dark to vehicle & tripped over two cones	Work restrictions
Police/ Patrol	Left upper arm strain	Strained left arm during struggle with suspect	Work restrictions
Police/ Patrol	Lower back strain	Strained lower back during struggle with suspect	Work restrictions
Police/ Patrol	Right elbow strain	Felt pain during fit-test while performing push-ups	Work restrictions
Police/ Patrol	Lower back strain	Strained lower back during struggle with suspect	Work restrictions
Police/ Patrol	Left knee & shoulder strain	Hyper-extended knee & strained left shoulder during struggle with suspect	Work restrictions
Police/ Patrol	Injured back	Officer fell down stairwell injuring his back	Work restrictions
Utilities/ Sanitation	Left leg laceration	Cut left leg due to a sharp object sticking out from trash bag	Released to work
Utilities/ Sanitation	Right shoulder strain	Strained shoulder lifting can liner into truck	Work restrictions
Utilities/ Sanitation	Lower back strain	Strained back lifting wet recliner	Work restrictions

Utilities/ Sanitation	Lower back strain	Strained lower back lifting icy and wet mattress	Work restrictions
Utilities/ Sanitation	Lower back strain	Strained lower back lifting icy and wet mattress	Work restrictions

Recordable Injuries per calendar year. CY 2020 is current year to date:

2020	2019	2018	2017	2016	2015
53	65	71	59	69	70

Vehicle Collisions: 0

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

2021	2020	2019	2018	2017	2016
4	3	8	5	17	13

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report – October 2020.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court, Munis for Financials, and is currently in the implementation phase for Advanced Utilities for utility billing, and EAM for Work Orders, Intellitime for Time and Attendance. Munis for HR Module also began in Jan 2020.
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.	In Planning: FYE18 funding of new core switching has been approved. IT Network staff finalized purchases and began implementation and testing in March FYE19.
Website Rebuild/Redesign	Our current design is 9 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design and look to accomplish this with HTML5.	Complete: The City has completed full implementation and gone live with the updated city website as of 3 June 2020.
Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilities Department will be using capital funds to connect a microwave antenna from Fire station 9 to the Water treatment plant and connect to the Emergency Operations Center once that building is complete. This will create a	Awaiting Approval possible launch in FYE21

	redundant loop for the WTP and EOC incase of lost service from the main connection.	
Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Complete.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	Ongoing
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	Complete.
Video Detection Upgrade (Phase 2)	Will add cameras to a number of existing intersections some of which will require IP addresses for viewing in Centrac	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress

<p>Installation of fiber optic cable along Main Street to Fire Admin picking up signals at Main/Hal Muldrow, Main/Mercedes, Flood/Gray, Flood/University, Flood/Santa Fe, Flood/Peters, and Flood/Porter.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP address for viewing in Centracs</p>	<p>Complete</p>
<p>Installation of fiber optic cable along 36th Avenue NW from Robinson Street to Main Street with switches at Brookhollow Road, Quail Drive, River Oaks Drive, and a new signal at Havenbrook Street.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>In Progress</p>
<p>Installation of fiber optic cable along 12th Avenue SE from Highway 9 to Cedar Lane Road with a switch at a new signal at Campus Crest Drive.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>Expected completion in Q1 or Q2 2019</p>
<p>Installation of fiber optic cable along 12th Avenue NE from Robinson Street to Alameda Street with switches at Main Street, Norman Public Schools Bus Barn, and Morren Drive.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>In Progress</p>
<p>Installation of fiber optic cable along 12th Avenue NE from Rock Creek Road to Robinson Street with switches at Rock Creek Road and a modified traffic signal at High Meadows Drive</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	
<p>Installation of fiber optic cable along Classen Boulevard from Highway 9 to Cedar Lane Road with switches at new signals at Ann Branden Boulevard, Renaissance Drive, and Southlake Boulevard.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of October 2020.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 24 emails from the groups shown were sent from city servers using city resources – of those 34,528 were delivered to outside mailboxes for the month of October 2020. The city servers generated mass communications to Norman citizens of 34,528 messages from only 24 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 382,577 attempted incoming and 89,609 outgoing messages for the month of October 2020. Incoming messages totaling 192,741 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 61% of our inbound mail. This high percentage continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter appliance, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the email filter appliance kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of October 2020, the City of Norman's web site had 119,658 individual web sessions access the web site for 262,015 total page views. Of those sessions, 58,304 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. When complete (set for June 2020), the site will have reduced and more relevant information as well as the ability to function from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through the second quarter of 2021. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems), Municipal Court software (Incode), and Finance software (Munis). Currently, Utility Billing software (CIS Infinity), Human Resource Management (HRM), and EAM for Work Orders is our focus. Daily work continues on these systems as well as additional training on the Financial software. Utility Billing is scheduled for full implementation in Q3 of 2020. Server installation and configuration for Planning and Community Services (CityView) application is set to start in October of 2020. The COVID-19 pandemic has had an adverse effect on the completion of CIS Infinity and the starting of CityView because of vendor resource availability and travel restrictions in Canada (both companies are Harris owned and based in Canada).

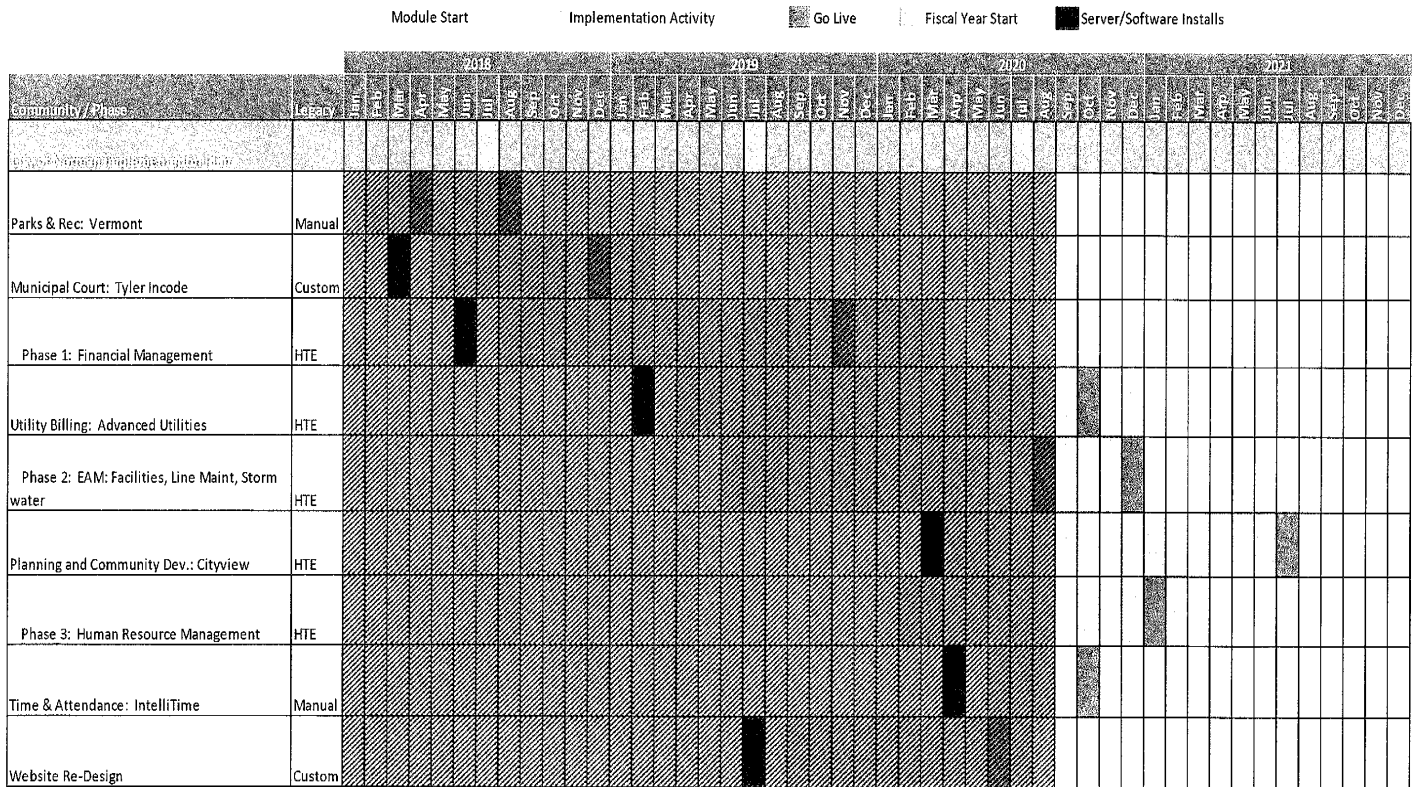


Table 1

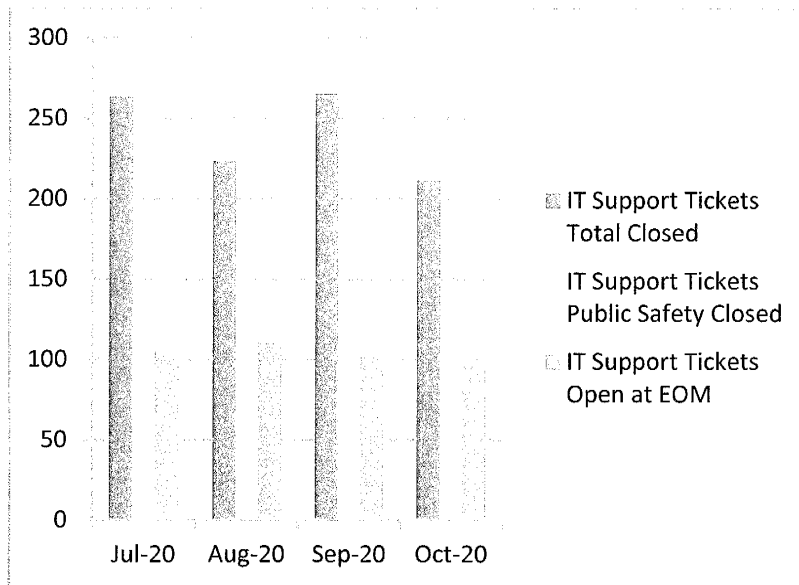


Table 2

October 2020 LIST SERVER REPORT

Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	19	1	19
Job Posting	1025	1	1025
Norman News	1522	22	33484
Westwood Golf	627	0	0
Westwood Golf Members	41	0	0
Westwood Men's Clinic	14	0	0
Westwood Men's Golf Assoc.	52	0	0
Westwood Women's Clinic	34	0	0
Westwood Women's Golf Assoc.	2	0	0
Totals	3336	24	34528



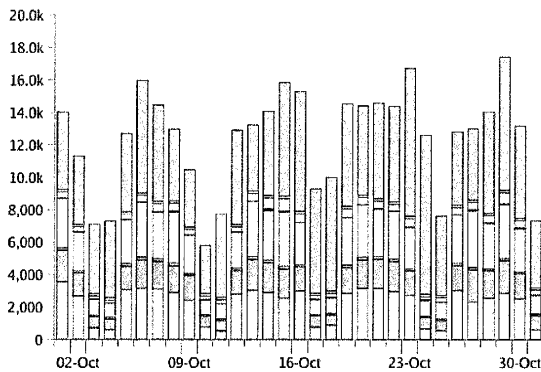
Executive Summary

mail.ci.norman.ok.us

01 Oct 2020 00:00 to 31 Oct 2020 23:59 (GMT -05:00)

Data in time range: 100.0 % complete

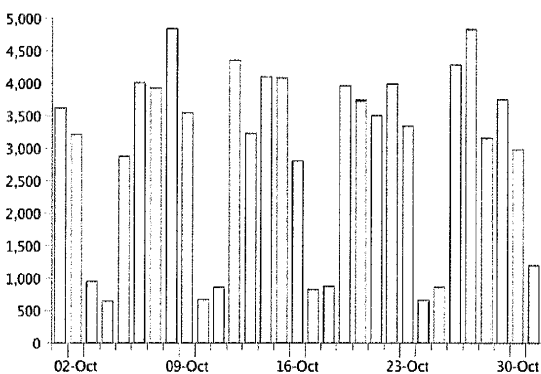
Incoming Mail Graph



Incoming Mail Summary

<input type="checkbox"/> Stopped by Reputation Filtering	45.8%	175,234
<input type="checkbox"/> Stopped as Invalid Recipients	1.2%	4,468
<input type="checkbox"/> Spam Detected	3.1%	12,007
<input type="checkbox"/> Virus Detected	0.0%	60
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	76
<input type="checkbox"/> Messages with Malicious URLs	0.1%	356
<input checked="" type="checkbox"/> Stopped by Content Filter	0.2%	896
<input type="checkbox"/> Stopped by DMARC	0.0%	0
<input checked="" type="checkbox"/> S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	50.4%	192,741
<input type="checkbox"/> Marketing Messages	19.0%	72,864
<input checked="" type="checkbox"/> Social Networking Messages	1.2%	4,471
<input type="checkbox"/> Bulk Messages	11.2%	42,999
Total Graymails:	31.5%	120,334
<input type="checkbox"/> S/MIME Verification/Decryption Successful	0.0%	0
<input type="checkbox"/> Clean Messages	18.2%	69,502
Total Attempted Messages:		382,577

Outgoing Mail Graph



Outgoing Mail Summary

<input type="checkbox"/> Spam Detected	0.0%	0
<input type="checkbox"/> Virus Detected	0.0%	0
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	0
<input type="checkbox"/> Messages with Malicious URLs	0.0%	0
<input checked="" type="checkbox"/> Stopped by Content Filter	0.1%	85
<input type="checkbox"/> Stopped by DLP	0.0%	0
<input type="checkbox"/> Clean Messages	99.9%	89,565
Total Messages Processed:		89,650
Hard Bounces	3.3%	2,962
Delivered	96.7%	86,647
Total Messages Delivered:		89,609

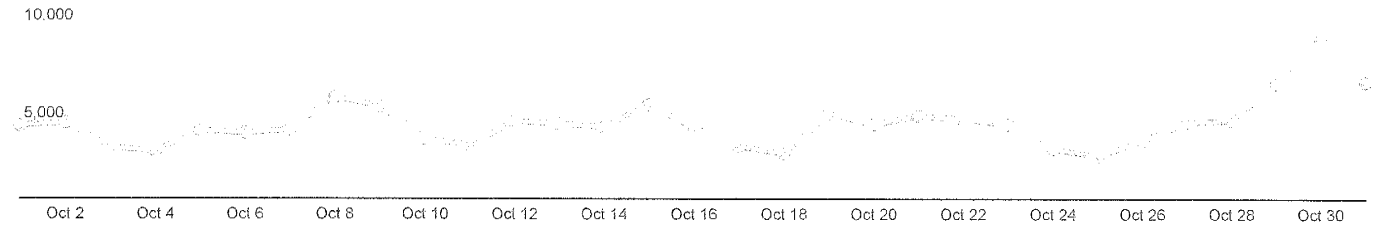
Site Traffic

All Users
 100.00% Sessions

Oct 1, 2020 - Oct 31, 2020

Report Tab

Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	119,658 % of Total: 100.00% (119,658)	2.19 Avg for View: 2.19 (0.00%)	262,015 % of Total: 100.00% (262,015)	72,331 % of Total: 100.00% (72,331)	58,304 % of Total: 100.05% (58,277)	49.18% Avg for View: 49.18% (0.00%)	00:01:36 Avg for View: 00:01:36 (0.00%)
1. 30	8,143 (6.81%)	2.05	16,728 (6.38%)	7,121 (6.90%)	4,363 (7.48%)	55.53%	00:01:36
2. 31	5,979 (5.00%)	1.79	10,720 (4.09%)	5,270 (5.11%)	3,413 (5.85%)	60.36%	00:01:50
3. 29	5,871 (4.91%)	2.42	14,191 (5.42%)	5,035 (4.88%)	3,038 (5.21%)	46.76%	00:01:27
4. 08	5,201 (4.35%)	1.91	9,921 (3.79%)	4,512 (4.37%)	2,610 (4.48%)	59.66%	00:01:55
5. 15	4,820 (4.03%)	2.00	9,660 (3.69%)	4,175 (4.05%)	2,189 (3.75%)	57.34%	00:01:34
6. 09	4,714 (3.94%)	2.01	9,480 (3.62%)	4,140 (4.01%)	2,407 (4.13%)	52.10%	00:01:44
7. 19	4,357 (3.64%)	2.74	11,926 (4.55%)	3,505 (3.40%)	1,803 (3.09%)	36.15%	00:01:35
8. 21	4,240 (3.54%)	2.25	9,553 (3.65%)	3,647 (3.53%)	1,783 (3.06%)	48.87%	00:01:41
9. 22	4,080 (3.41%)	2.22	9,047 (3.45%)	3,521 (3.41%)	1,837 (3.15%)	50.76%	00:01:41
10. 28	4,013 (3.35%)	2.36	9,486 (3.62%)	3,474 (3.37%)	2,074 (3.56%)	46.62%	00:01:27

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
October 2020 Report
(Submitted November 6, 2020)

MONTHLY HIGHLIGHTS:

Paul Arcaroli, Aleisha Karjala and Marcell Fleming v. Norman City Clerk, 119,000 (K)

This action challenged an initiative petition submitted to the City Clerk by Stephen Teel. If approved, the measure submitted by Mr. Teel would require candidates for local office to include political party designation on any campaign literature in a font size at least 50% larger than the font size used for the candidates name. On October 12, 2020, the Oklahoma Supreme Court declined to exercise its concurrent jurisdiction over the Petitioners' challenge. In anticipation of this ruling, the Petitioners filed an action challenging Mr. Teel's initiative petition in Cleveland County District Court. *See In re: The Norman Petition Initiative 2021-1 infra.*

Henderson, Randolph, Wilk, Green v. City of Norman and IAFF, CJ-2016-610 (K)

This action was filed by the City's Fire Prevention Division. It alleges discrimination based on race and association with racial minorities against the City and International Federation of Firefighters (IAFF). On October 14, 2020, the court filed a journal entry granting judgment in favor of the City and IAFF on all claims alleged by the Plaintiffs. Plaintiffs have until November 13, 2020, to appeal the court's rulings.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

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

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

Ashton Grove, et al. v. City of Norman, CIV-10-1002 W (K)

Ashton Grove, et al. v. City of Norman, CJ-2012-262; CIV-12-234 W (K)

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

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

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

Nees, et. al v. Ashton Grove. L.C., et al., CJ-2006-313 L; DF 106979 (K)

On September 1, 2020, the Court of Civil Appeals issued an opinion confirming the trial court's determination that William Dow Hamm II and William Dow Hamm III owed a fiduciary duty to the members of the Ashton Grove Master Association, this duty was breached, and Messrs. Hamm II and Ham III could be held personally liable for the breach. The time for Messrs. Hamm II and Hamm III to file a petition for certiorari with the Oklahoma Supreme Court has expired. Consequently, this case will no longer appear on the Monthly Report.

Magnum Energy, Inc. v. Board of Adjustment for the City of Norman, Case No. SD-117912 (M);
Rodgers v. City of Norman, Case No. DF-118,420 (K)

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

227 McCullough L.L.C. v. BNS Railway Co., et al., CV-2019-2036 (K, M)

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

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

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

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

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

Doughty v. Centralsquare Technologies LLC, et al., CJ-2020-451 (K)

This case was removed to federal court. *See* Doughty v. Centralsquare Technologies LLC, et al., CIV-20-500 (K)

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

Fleske Holding Company LLC v. City of Norman, CV-2018-956 (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)

FOP v. City of Norman, CJ-2020-661 (K)

Golden Tribe, LLC v. City of Norman, CV-2018-1141 (K)

Henderson, et al. v. City of Norman, Case No. CV-2020-1912 (K)

Hinckley v. City of Norman, CM-2016-1048 SS (K)

In re: The Norman Petition Initiative No. 2021-1 (K)

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

Sassan Moghadam v. City of Norman, CV-2020-2441 (K)

This action was filed on filed October 1, 2020. It alleges that Ordinance No. O-2021-17 is unconstitutional to the extent that it requires face coverings in private residences when more than 25 people are present and social distancing is not possible. The plaintiff's request for a temporary restraining order was denied on November 2, 2020. Their request for a temporary injunction is set for hearing on November 24, 2020.

Sassan Moghadam and Russell Smith v. Brenda Hall, CV-2020-2451 (K)

This action was filed on October 2, 2020. It protests the signature count of the recall petition filed by Unite Norman against Mayor Breea Clark. The case was set for hearing on November 17, 2020. However, Plaintiffs' have move the court for an order striking the November 17, 2020, hearing to allow them to pursue their request to the State Department of Health for a list of the deceased for the last 10 years.

Petrone v. Brenda Hall, CV-2020-2381 (K)

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

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

Webb, et al. v. City of Norman, et al., CJ-2018-4756 (K, S)

B. *Condemnation Proceedings*

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

Commissioner's award paid into court in July of 2015, not currently active.

City of Norman v Historic Berry Farms, LLC, et al., CV-2015-674 (M)

Commissioner's award paid into court in July of 2015, not currently active.

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

Commissioner's award paid into court in July of 2015, not currently active.

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

City of Norman v. Chris Walker and Catherine Madera, CJ-2020-564 (M): Commissioners have entered an award of \$6,400.00, and the owners may file an appeal by November 16, 2020.

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)

D. *Municipal Court Appeals*

Rebecca Graves v. City of Norman, Case No. CM-2020-1287 (S, P)

This is an appeal filed August 28, 2020 is involving an improper lane use/meeting.

E. *Small Claims Court*

Almost Home Investment, et al. v. City of Norman, Case No. SC-2014-3027 (K)

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

A. *Grievance & Arbitration Proceedings (K, B)*

This office has assisted with the following grievances:

AFSMCE Grievance FYE 20-4 (Wray – Security Concerns)

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

AFSCME Grievance FYE 20-5 (Baze – Discipline)

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

AFSCME Grievance FYE 20-9 (Barksdale – Discipline)

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

AFSCME Grievance FYE 21-01 (Baze - Merit & Harassment)

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

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

- IAFF Grievance FYE 20 – (NREMT Recertification Policy)
 - IAFF Grievance FYE 20 – (Leaving “Districts” for Physical Training)
 - IAFF Grievance FYE 20 – (New Firefighter Reassignment)
 - IAFF Grievance FYE 20 – (Smith Disability Retirement)
 - IAFF Grievance FYE 20 – (Wilkins – Leave)
 - IAFF Grievance FYE 20 – (Covid-19 Policy)
 - IAFF Grievance FYE 21 – (Mask Distribution)
- This Grievance has been resolved and will no longer appear on the Monthly Report.
- IAFF Grievance FYE 21 – (Smith – Improper Compensation)

- FOP Grievance FYE 18 – (Burriss and Hackbarth – Discipline)
- FOP Grievance FYE 19 – (Deese – Discipline)
- FOP Grievance FYE 20 – (Maldonado - Termination)

B. Equal Employment Opportunity Commission (EEOC)

None

C. Contested Unemployment Claims (OESC)

None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through October 2020 the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21	FYE 19	FYE 20	FYE 21
JULY	421	640	545	21	35	23	12	15	16
AUG	1,130	683	444	24	10	11	15	15	14
SEPT	412	497	520	28	17	10	13	14	13
OCT	445	581	325	45	23	4	14	18	7
NOV	300	390		14	9		5	11	
DEC	279	444		2	25		3	12	
JAN	561	522		43	32		15	15	
FEB	540	597		16	22		14	13	
MAR	1139	420		13	22		10	7	
APR	491	104		23	0		12	0	
MAY	626	137		34	2		14	0	
JUNE	542	528		31	25		14	9	
TOTALS / YTD	6,886	5,543	1,834	294	222	48	141	129	50

WORKERS' COMPENSATION COURT

The total number cases pending as of October 2020 are 13. There were no new workers compensation cases filed during the month. One settlement was approved by Council on October 29, 2020. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Court of Existing Claims & Oklahoma Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE21 CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES
Fire	Suppression	3		2	4	3
Parks/Rec.	Park Maintenance	2			1	1
Planning	Development Services					
Police	Animal Welfare	2	1	1		1
Police	Patrol	4	1	2	1	1
Police	Administration					
Public Works	Street Maintenance	1		1	3	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	1		1		2
Utilities	Sanitation					
TOTALS		13	2	7	9	9

List of Pending Cases

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

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

Adams, Travis S. v. City of Norman, CM-2018-06545 A

(Parks & Rec, Park Maintenance, Irrigation Tech, L. Shoulder, Back, Neck)

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

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

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

(Police/Animal Control/AWO, Low Back)

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

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

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

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

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

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

McGrane, Edward v. City of Norman, CM-2018-03311 J

(Fire, Suppression, Firefighter, L. Shoulder/Arm+Cervical, Neck)

A settlement in the above case was considered by Council on October 29, 2020 and will no longer appear on the monthly report.

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

(Police, Patrol, Sergeant (Mid & Low Back, Radicular Pain Down L. & R. Leg, R. Big Toe, R. & L. Buttocks)

Pack, Robert v. City of Norman, CM 2017-06285 K

(PW, Street Maintenance, HEO; Low Back/Reopen Request)

Palmer, Andrew David v. City of Norman, CM-2018-07531 J

(Fire, Suppression, Firefighter, R. Knee)

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

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

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

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

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through October 2020.

DEPARTMENT	FYE 21 Month	FYE 21 YTD	FYE 20	FYE 19	FYE 18
Animal Control					1
Fire			4		3
Legal		2			
Other	1	5	10	9	11
Parks		2	6	6	5
Planning					1
Police		3	5	10	6
Public Works – other			3		
Public Works – Stormwater			2		6
Public Works – Engineering		1	2		2
Public Works – Streets	1	4	11	6	11
Utilities – Water		7	11	12	12
Utilities – Sanitation	1	3	12	10	11
Utilities – Sewer	1	2	5	3	5
TOTAL CLAIMS	4	29	71	56	74

CURRENT CLAIM STATUS	FYE 21 TO DATE	FYE 20	FYE 19	FYE 18
Claims Filed	29	71	56	74
Claims Open and Under Consideration	13	2	0	0
Claims Not Accepted Under Statute/Other	5	10	8	11
Claims Paid Administratively	2	13	10	18
Claims Paid Through Council Approval	2	13	12	12

Legal – October 2020 Monthly Report

November 6, 2020

Page 7 of 7

Claims Resulting in a Lawsuit for FY	0	0	4	4
Claims Barred by Statute (No Further Action Allowed)	0	26	22	30
Claims in Denied Status (Still Subject to Lawsuit)	7	7	0	0

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
OCTOBER - FY '21**

CASES FILED

	<u>OCTOBER</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	718		3170	1,103		5,559
Non-Traffic	174		1088	219		833
SUB TOTAL	892		4,258	1,322		6,392
Parking	575		2018	823		3,621
GRAND TOTAL	1,467		6,276	2,145		10,013

CASES DISPOSED

	<u>OCTOBER</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	721		3871	1,282		5,493
Non-Traffic	140		954	230		985
SUB TOTAL	861		4,825	1,512		6,478
Parking	430		1305	936		2,977
GRAND TOTAL	1,291		6,130	2,448		9,455

REVENUE

	<u>OCTOBER</u>	<u>FY21</u>	<u>Y-T-D</u>	<u>OCTOBER</u>	<u>FY20</u>	<u>Y-T-D</u>
Traffic	\$84,087.31		\$390,750.70	\$ 132,927.87		\$ 542,365.37
Non-Traffic	\$23,923.78		\$103,224.61	\$ 33,919.82		\$ 124,277.38
SUB TOTAL	\$ 108,011.09		\$493,975.31	\$ 166,847.69		\$666,642.75
Parking	\$13,106.00		\$31,272.00	\$ 18,402.00		\$ 70,027.75
GRAND TOTAL	\$ 121,117.09		\$525,247.31	\$ 185,249.69		\$736,670.50

MUNICIPAL COURT - MONTHLY REPORT
October 2020

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 37 new cases and closed 51 cases during the month of October 2020. 4 Mediations were held.

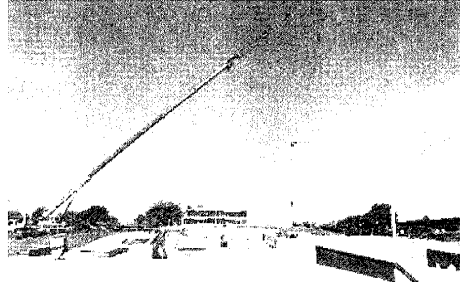
PARKS AND RECREATION

9

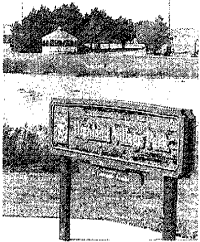
Park Planning Activities October 2020

NORMAN FORWARD Andrews Park

A crew from American Ramp Company worked last month to build the steel half-pipe mini-ramp on the north end of the site. They also installed the new park sign and did the site clean-up and final concrete work while in town. Also, the crew hired to install the lights at the park did all of the installation of the new wiring, poles, cabinets and controls to be ready for a light test and final start-up by opening day. Other crews did final dirt work, site cleaning and began landscaping as we head towards a ribbon-cutting for this project on November 14th. Other Norman Forward work will continue at Andrews Park with the committee reviewing artists' submissions for the public art piece. Parks will continue working on the projects to improve the shade around the amphitheater and plant trees in conjunction with the City Forester.



Neighborhood Parks



A crew finished working at Highland Village Park to install the new lake-side gazebo in that park. The structure is located near the playground, and has bench seating built-in to the perimeter. This is a twin of the structure built recently in Songbird Park south of Cedar Lane Road. Also, crews are working to install a steel frame park shelter at Sequoyah Trails Park. We also began work to finish installing the final set of neighborhood park signs, which includes Sequoyah Trails, Chisholm's Cattle Trail Park and Vineyard Park, among others. The crew at Rotary Park is working on completing the concrete blockwork at the new restroom in Rotary Park. They will also re-roof the old Rotary House in the park while working on the restroom later this fall. Other work in the park will include installing shade over the bleachers and dugouts at the ballfield and landscape improvements at the corner of Wylie Road and Boyd Street.

NORMAN FORWARD Ruby Grant Park

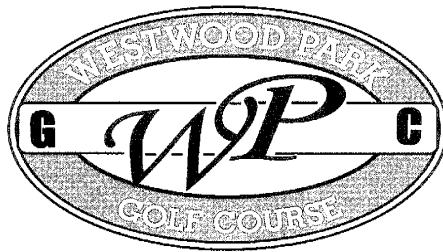
Work continues throughout the park to make final grading and drainage improvements along the walking and running trails. The disc golf course is being finalized, along with the dog park. Final construction is being done on the restrooms, shelters and parking lots at the site. The public art piece is under production; and will be installed in early December. A soft opening is planned for Friday, December 4th, with work continuing to improve the practice field area, finish grading work and grass establishment throughout the winter to be ready for the new grass growth in the spring. Any additional improvements approved by the Council will be made according to a revised schedule once the work scope is finalized.

**OCTOBER 2020
PARK MAINTENANCE DIVISION**

Parks Maintenance Crews performed routine trash removal, restroom and shelter cleaning, landscape bed maintenance and mowing in City Parks. Crews began working to clear vegetative debris from City Parks and Public ROWs from the October 26th Ice Storm Event.

SAFETY REPORT	FYE-21MTD	FYE-21YTD		FYE-20MTD	FYE-20YTD
On-The-Job Injuries	0	2		1	1
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR- TO-DATE		Total Man	Hours YEAR- TO-DATE
Mowing	67.00	358.00		76.00	542.00
Trim Mowing	300.00	2832.50		1013.50	4130.50
Chemical Spraying	48.00	188.00		12.00	202.50
Fertilization	0.00	12.00		0.00	0.00
Tree Planting	0.00	1.00		0.00	0.00
Tree & Stump Removal	18.00	20.00		0.00	0.00
Tree Trimming/Limb Pick-Up	543.00	858.00		0.00	20.00
Restroom/Trash Maintenance	46.00	763.50		343.00	1533.00
Play Equipment Maintenance	0.00	114.00		11.50	204.50
Sprinkler Maintenance	0.00	129.00		12.00	138.00
Watering	0.00	0.00		8.00	8.00
Grounds/Building Maintenance	62.00	189.00		56.50	76.50
Painting	0.00	0.00		0.00	0.00
Planning Design	12.00	18.00		0.00	0.00
Park Development	0.00	0.00		0.00	12.00
Special Projects	134.00	268.50		0.00	198.00
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	159.00	415.00		202.00	308.00
Seeding/Sodding	10.00	27.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	0.00		0.00	0.00
Fence Repairs	0.00	7.00		0.00	0.00
Equipment Repairs/Maintenance	79.00	598.75		111.00	542.50
Material Pick-Up	2.00	42.50		10.50	33.00
Miscellaneous	184.00	461.00		99.00	352.00
Shop Time	20.00	111.00		16.50	60.50
Snow/Ice Removal	44.00	114.00		0.00	0.00
Christmas Lights	0.00	0.00		0.00	0.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	0.00	54.00		21.00	97.00
Graffiti Clean-Up	55.00	63.00		0.00	0.00
Water Fountains	0.00	10.00		0.00	0.00
Inground Trash	0.00	0.00		0.00	16.00
Vector Control	12.00	144.00		102.00	478.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



OCTOBER 2020

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	OCTOBER FY'21	OCTOBER FY'20
Regular Green Fees	720	375
Senior Green Fees	443	276
Junior Fees	209	49
School Fees (high school golf team players)	43	25
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	449	362
Employee Comp Rounds	244	240
Golf Passport Rounds	0	0
9-Hole Green Fee	279	169
2:00 Fees	175	75
4:00 Fees	69	74
Dusk Fees or 6:00 Fees	28	12
PGA Comp Rounds	2	3
*Rainchecks (not counted in total round count)	7	17
Misc Promo Fees (birthday, players cards, OU student)	550	473
Green Fee Adjustments (fee difference on rainchecks)	10	1
Total Rounds (*not included in total round count)	3221	2134
% change from FY '20	50.94%	
Range Tokens	3620	1664
% change from FY '20	117.55%	
18 - Hole Carts	153	85
9 - Hole Carts	99	45
½ / 18 - Hole Carts	1269	772
½ / 9 - Hole Carts	307	169
Total Carts	1828	1071
% change from FY '20	70.68%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	1	2
9-Hole Senior Trail Fees	1	0
Total Trail Fees	2	2
% change from FY '20	0.00%	
TOTAL REVENUE	\$ 111,766.63	\$47,279.65
% change from FY '20	136.39%	

**OCTOBER 2020
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2021 MTD	FY 2021 YTD	FY 2020 MTD	FY 2020 YTD
Injuries On The Job	1	2	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FYE 2021 MTD	FYE 2021 YTD	FY 2020 MTD	FYE 2020 YTD
Green Fees	\$53,967.00	\$247,981.05	\$24,082.32	\$182,767.83
Driving Range	\$13,042.01	\$69,941.40	\$4,569.32	\$38,136.55
Cart Rental	\$32,220.10	\$145,704.76	\$13,344.72	\$105,844.80
Restaurant	\$12,375.26	\$66,933.29	\$4,899.53	\$64,612.94
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$162.26	\$621.28	\$383.76	\$2,791.23
TOTAL INCOME	\$111,766.63	\$531,181.78	\$47,279.65	\$394,153.35
Expenditures	\$94,682.37	\$357,784.83	\$62,515.00	\$322,677.00
Income vs Expenditures	\$17,084.26	\$173,396.95	(\$15,235.35)	\$71,476.35
Rounds of Golf	3221	17414	2134	13331

Irrigation maintenance and repair were very active this month. Hand watering of greens was needed several times throughout the month due to extremely dry weather. Several trees were wrapped with machine wire to protect them from a beaver and Staff notified the State trapper.

Routine October maintenance practices include: Daily greens mowing or rolling, cup changing (putting green hole relocation), and sand trap raking. In a "normal" year we would be mowing tees, fairways and aprons on a weekly basis. With the onset of an early, steady decline of night time temperatures since the first of September we have mowed on an as needed basis. Roughs and buffer zones around water features and peripheral areas are mowed as well. Leaf management becomes a daily occurrence by months end. This includes backpack blowing, turbo blowing, hand raking, and the use of mowers to mulch. Yardage markers were cleaned and painted.

October is an active month for agronomic practices. Greens were fertilized twice. An application of fungicide and insecticide was applied to the greens, as well as an application of wetting agent. Cool season tees at # 12 and # 16 were reseeded. Many fescue plots were reseeded. A pre-emergent herbicide was applied to all greens, collars and infield. Post emerge herbicide is applied where needed. Winterizing was done for an early ice storm on the 26th of the month. The ice storm was extremely damaging to a vast majority of trees on the course and we will be removing debris for a lengthy time to come. Red metal tee markers have been replaced with red wood tee markers to start the process of retooling and repainting of all for next year. Summer stress scars are being spot top-dressed and hex plugged as needed on greens.

OCTOBER 2020
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2021 MTD	FY2021 YTD	FY2020 TOTAL
Swim Pool Passes	\$0.00	\$2,325.00	\$191,747.00
Swim Pool Gate Admission	\$0.00	\$101,738.00	\$284,993.00
Swim Lesson Fees	\$0.00	\$697.00	\$33,547.50
Pool Rental	\$0.00	\$4,647.00	\$28,128.00
Locker Fees	\$0.00	\$0.00	\$0.00
Pool Classes	\$0.00	\$2,940.00	\$6,495.22
Pool Merchandise Sales	\$0.00	\$0.00	\$0.00
Concessions	\$0.00	\$47,087.80	\$127,066.89
TOTAL INCOME	\$0.00	\$159,434.80	\$671,977.61
Expenditures	\$33,229.35	\$343,509.58	\$624,044.12
Income verses Expenditures	(\$33,229.35)	(\$184,074.78)	\$84,856.65

ATTENDANCE INFORMATION

	Season to Date Oct-20	Season to Date May 20-Oct 20	2020 YTD May 19-Oct 19
a. Pool Attendance	0	43,187	68,202
b. Adult Lap Swim Morning/Night	0	534	282
c. Water Walkers	0	2,990	1,607
d. Toddler Time	0	2,723	2,314
e. Swim Team	75	1,221	3,167
f. Swim Lessons	0	579	1,214
g. Movie Night/Special Events	0	0	3,391
h. Party / Rentals		91	323
TOTAL ATTENDANCE	75	51,325	80,500

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

**PLANNING DEPARTMENT ACTIVITY
October 2020**

ADMINISTRATIVE DIVISION

PlanNorman

PlanNorman is pending the scheduling of a City Council Study Session at which responses to citizen comments and concerns will be addressed.

GREENBELT COMMISSION

The Greenbelt Commission met on October 19, 2020 via video conference. There were three items on the consent docket: Hames Addition, located at 910 & 920 N. Lahoma for a Preliminary Plat, Cinnamon Creek Addition, located at 1800 Barkley St. and 1811 Oklahoma Ave. for a Preliminary Plat, and Don's Mobile Lock Shop, located at 319, 321, 323 E. Daws St. for a NORMAN 2025 Land Use and Transportation Amendment. These items were forwarded with no further comments.

HISTORIC DISTRICT COMMISSION.

The regular Historic District Commission Meeting for October 5, 2020 was cancelled due to a lack of COA application requests. Instead, a Study Session with the Commission was scheduled from 3:30 to 5:30 p.m. to allow the consultant to present the final draft of the Historic Preservation Guidelines to the Commission.

Certified Local Government (CLG) Program Report (FY 2019-2020):

Sue Ann Pemberton, with Mainstreet Architects, presented a final draft of the Historic Preservation Guidelines to the Historic District Commission. The Commissioners gave comments and feedback regarding the document.

The consultant spent the remainder of October revising the Guidelines with requested revisions from Commissioners, SHPO staff and City staff.

Certified Local Government (CLG) Program Report (FY 2020-2021):

Additional CLG funds have been made available for the FY 2020-2021 staff will need to forward a revised the budget for the CLG projects. An amended SHPO contract will be forwarded to the Historic District Commission for recommendation to the City Council. Once Council has approved the amended contract work can begin on the FY 20-21 CLG projects.

MISCELLANEOUS

	2019 Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Walk-Ins	58	52	45	59	36	32	-	37	58	34	38	41	49
Email Contacts	515	464	302	406	292	321	477	617	372	396	433	542	526
Lot Line Adjustments	2	-	-	-	-	2	2	-	4	2	2	-	1
Landscape Maint. & Replacement Bonds	1	4	2	1	4	3	4	3	-	5	1	2	-
Board of Adjustment Variance Appl. Legal Notices Sent	4 84	6 149	- -	1 7	- -	4 136	1 172	1 12	1 26	1 9	2 47	4 164	2 43
Planning Commission Applications Rec'd Legal Notices Sent	1 26	5 201	3 101	5 152	5 68	3 31	2 128	5 134	2 37	- -	2 17	6 206	2 67
Pre-Development Meeting Appl. Rec'd Notices Sent	1 14	4 193	4 200	2 51	3 54	7 309	2 386	1 15	1 13	1 25	2 34	4 207	4 196

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2019 Oct	Nov	Dec	2020 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Ordinance Amendments				1	2	1	3					1	
NORMAN 2025 Land Use Plan Amendments		1	1			1	2	2			1		1
Rezoning Requests	1	4	3	3	2	2	3	4	2		1	4	2
Utility Easement/Road Closures		2		1	1		1	1				1	
Preliminary Plats	1	2		2		1	2	1		1	1	1	1
Rural Certificates of Survey	1					2	2			1	1	3	
Short Form Plats													
Site Plan Amendments													
Certificate of Plat Correction													

During October, four applications for Pre-Development were received for the meeting scheduled for October 22, 2020.

During October, submittals for the November 12, 2020 Planning Commission included: one preliminary plat; one project which included a NORMAN 2025 amendment and rezoning; and one special use for a fraternity or sorority house. One Norman Rural Certificate of Survey was postponed from the October Planning Commission meeting to the November agenda; one right-of-way closure was also postponed, but ultimately withdrawn by the applicant.

The Planning Commission met on October 8 via ZOOM video conference with eight members present. They unanimously recommended approval of two Norman Rural Certificates of Survey, a site plan amendment and preliminary plat for America's Car-Mart, special use for light manufacturing and bar, lounge or tavern for a new brewery, special use for municipal uses for the new household hazardous waste facility, amendment of the Zoning Ordinance for amendments to the floodplain section, and a petition for detachment. One right-of-way closure and one Norman Rural Certificate of Survey were postponed to the November 12 meeting. One rezoning from RE to A-1 was recommended for approval by a vote of 5-3. The next regular Planning Commission meeting is scheduled for November 12, 2020.

BOARD OF ADJUSTMENT

The Board of Adjustment was scheduled to meet on October 28, 2020, but the meeting was postponed to November 4 due to the ice storm.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Staff completed updating the Apartment Atlas. GIS Staff completed set-up of stormwater data on the camera truck. Staff also worked with Information Technology staff on data conversion for the ERP related to the CIS Infinity utility billing software. Staff reviewed a proposal to link utility as-builts to the map. Staff worked on updating the GPS projects to work with a new version of a GPS software. Staff attended ADA Training.

Staff worked on updating data on Portal and ArcGIS online. Staff continued the general update and maintenance of GIS databases and completed 62 service requests that resulted in 50 maps, reports or data files being produced.

DEVELOPMENT SERVICES

10B

DEVELOPMENT SERVICES DIVISION

Commercial New Construction, Addition/Alteration and Interior Finish projects received Certificate of Occupancies (CO's) and Certificate of Completions (CC's) during October:

CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED:

New Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
201 S. Berry Rd.	Brickhouse Dental	\$850,000	4
2781 Washington Dr.	Landmark Fine Homes Shell Building # 13	\$600,000	8
3220 Healthplex Dr.	Primrose School of Norman Early Childhood Education	\$2,000,000	8

Addition/Alteration and Interior Finish:

ADDRESS	DESCRIPTION	VALUATION	WARD
7597 Alameda Dr.	T-Mobile Replace Three Antennas	\$25,000	5
561 Merchant Dr.	Dental Design Studio Office Addition	\$250,000	2
744 Elm Ave.	Delta Gamma ADA Restroom Remodel	\$30,000	7
750 Asp Ave.	Wireless Solutions & Accessories	\$4,400	4
2781 Washington Dr. Suite 101	Landmark Fine Homes Tenant Finish	\$150,000	8
1810 24th Ave. NW	Kids Choice Therapy Remodel/Expansion	\$25,000	8

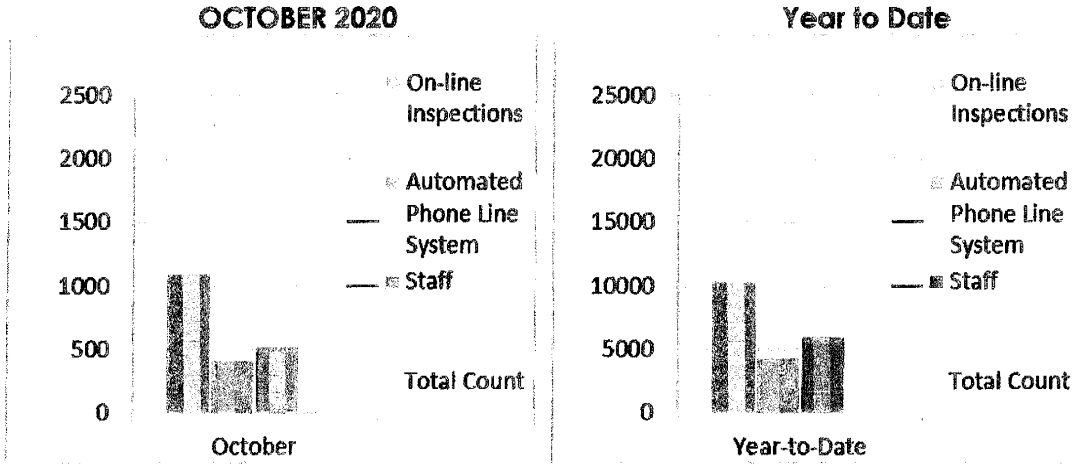
BUILDING INSPECTORS TRAINING

During October the City of Norman Building Inspectors and other staff attended annual CEU training. Training began on Thursday October 8th, and continued each Thursday to October 15, October 22, and October 29. The Building Inspectors performed inspections on these Thursdays from approximately 9:00AM to 11:30AM before assembling to go to the training sponsored by CCC Education Code Classes at the Community Christian Church in Moore, OK. Training covered electrical, mechanical, plumbing and building categories, and provided 6 hours of Continuing Education Units (CEU's) for each class attended, which are required to maintain licenses.

ON-LINE INSPECTION SERVICES

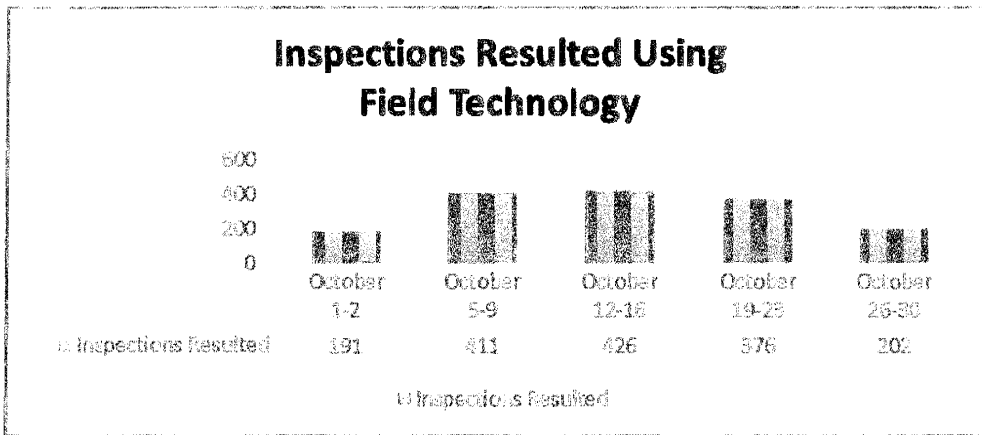
Inspection Requests

During October 2,054 inspections were requested. 1,105 requests were made using the On-Line Inspection System. 421 inspection requests were made using the Automated Phone Line System. Staff made 528 inspection requests, which include phone and in-person requests, as well as administrative items.



MOBILE FIELD INSPECTION SYSTEM

During October, 1,606 inspection results were entered using the Mobile Field Inspection (MFI) System (Field Technology). Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.



HOME ENERGY RATING SYSTEM (HERS)/ENERGY RATING INDEX (ERI) PILOT PROGRAM

During October twenty-six (26) applications for new single-family permits were applied to the 2018 Home Energy Rating System (HERS/Energy Rating Index (ERI) Fee Adjustment Incentive Program. To-date, four hundred and seven (407) applications have been applied to the program.

HERS/ERI reports were received for 14 homes that received CO during October with scores averaging 56.72. Four (4) homes were withdrawn from the program. HERS scores of 55 or less allowed full adjustment of permit fees pursuant to Section 5-104 of the City of Norman Code. Scores of 56 and higher required a percentage of the original permit fees to be paid in advance of the issuance of Certificate of Occupancy (CO), per Resolution R-1718-117.

The HERS/ERI Pilot Program initially began on August 1, 2018, with the adoption of Resolution R-1718-117 in May of 2018. Council approved three additional 6-month extensions of the HERS/ERI Program. Recently Resolution R-1920-125 extended the program an additional twelve (12) months to AUGUST 30, 2021.

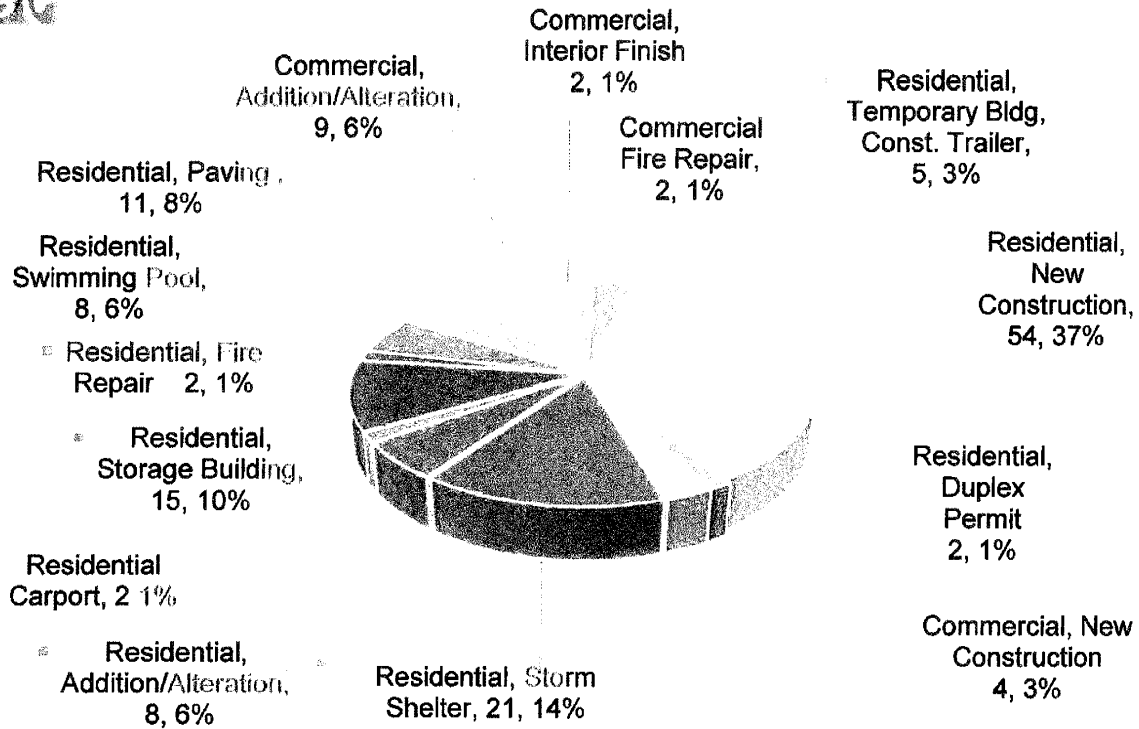
REMOTE VIDEO INSPECTIONS

During the COVID-19 pandemic, Remote Video Inspections (RVI) continue to be completed on some inspections/re-inspection requests frequently occupied by homeowners, workers, or contractors, to promote the health and safety of the inspection staff, and citizens, and to maximize social distancing. The (RVI) inspection process requires communication between the individual requesting the inspection, and the Building Inspector conducting the inspection which is conducted via FaceTime or Google Duo. Multiple RVI inspections were conducted during October.



CITY OF NORMAN Building Permit Activity- OCTOBER 2020

11/3/2020



Permit Type	Count	Valuation
Residential, New Construction	54	\$ 16,159,649
Residential Duplex, New Construction	2	\$ 400,000
Residential, New Manufactured Home	0	\$ -
Commercial, New Construction	4	\$ 8,135,000
Commercial, Parking Lot	0	\$ -
Commercial, Shell Building	0	\$ -
Residential, Storm Shelter	21	\$ 60,140
Residential, Addition/Alteration	8	\$ 230,039
Residential, Carport	2	\$ 4,700
Residential, Storage Building	15	\$ 306,300
Residential, Fire Repair	2	\$ 82,459
Residential, Swimming Pool	8	\$ 376,000
Residential, Manufactured Home Repl	0	\$ -
Residential, Paving	11	\$ 53,607
Commercial, Addition/Alteration	9	\$ 442,933
Commercial, Interior Finish	2	\$ 28,000
Commercial, Fire Repair	2	\$ 730,000
Commercial, Foundation	0	\$ -
Temporary Bldg./Construction Trailer	5	\$ 73,237
Multi-Family, New	0	\$ -
Multi-Family, Foundation	0	\$ -
Multi-Family, Fire Repair	0	\$ -
Group Quarters	0	\$ -
145	\$ 27,082,064	

CITY OF NORMAN
Building Permit Activity-OCTOBER 2020

DESCRIPTION	2020 YEAR TO-DATE	VALUATION	2019 TOTALS	2019 TOTAL VALUATION
Residential, New Construction.....	431	\$ 119,222,424	434	\$ 119,350,883
Residential, New Dwelling Unit Attached.....	-	\$ -	-	\$ -
Residential, New Manufactured Home.....	1	\$ 97,500	11	\$ 719,240
Residential, New Non Dwelling Unit.....	-	\$ -	1	\$ 68,700
Residential Duplex, New Construction.....	8	\$ 1,880,000	21	\$ 4,945,000
Residential, Garage Apartment.....	-	\$ -	-	\$ -
Multi-Family, New Construction 3-4 DU.....	-	\$ -	-	\$ -
Multi-Family, New Construction 5+ DU.....	25	\$ 17,432,000	2	\$ 1,500,000
Multi-Family, Fire Repair.....	2	\$ 52,228	8	\$ 1,168,000
Multi-Family, Foundation.....	26	\$ 894,930	-	\$ -
Multi-Family, Addition/Alteration.....	-	\$ -	33	\$ 331,497
Residential, Addition/Alteration.....	130	\$ 5,982,363	144	\$ 7,654,298
Residential, Carport.....	10	\$ 37,344	5	\$ 12,700
Residential, Storm Shelter.....	323	\$ 1,029,151	304	\$ 1,034,701
Residential, Storage Building.....	134	\$ 4,155,437	107	\$ 3,130,414
Residential, Fire Repair.....	18	\$ 837,004	22	\$ 1,146,968
Residential, Swimming Pool.....	100	\$ 5,162,617	92	\$ 5,118,469
Residential, Manufactured Home Replacement...	3	\$ 175,000	1	\$ 67,924
Residential, Paving.....	92	\$ 779,140	71	\$ 497,459
Group Quarters.....	3	\$ 27,809,773	-	\$ -
TOTAL	1306	\$ 185,546,911	1256	\$ 146,746,253
Commercial, New Construction.....	57	\$ 48,865,284	44	\$ 29,484,352
Commercial, New Shell Building.....	10	\$ 4,791,000	15	\$ 10,675,000
Commercial, Addition/Alteration.....	121	\$ 48,483,058	56	\$ 56,552,749
Commercial, Interior Finish.....	38	\$ 3,935,413	47	\$ 5,406,721
Commercial, New Foundation.....	11	\$ 2,246,353	5	\$ 177,000
Commercial, Fire Repair.....	4	\$ 1,050,000	2	\$ 150,000
Commercial, Parking Lot.....	7	\$ 480,452	12	\$ 1,788,520
Commercial, Temporary Bldg./Const Trailer	20	\$ 239,887	-	\$ -
TOTAL	268	\$ 110,091,447	181	\$ 104,234,342
Electrical Permits.....	1206		1347	
Heat/Air/Refrigeration Permits.....	1177		1425	
Plumbing and Gas Permits.....	1449		1600	
Sign Permits.....	328		315	
Water Well Permits.....	27		31	
Garage Sale Permits.....	500		1227	
Structure Moving Permits.....	10		35	
Demo-Residential Permits.....	42		32	
Demo-Non-Residential Permits.....	1		13	
Temp. Const. Bldgs. & Roll-off Permits.....	127		191	
Lot Line Adjustments Filed.....	12		23	
Certificate of Occupancy (CO).....	909		1118	
All Field Inspections.....	20830		24061	
Net Residential Demos & Removals.....	-42			
TOTAL VALUATION		\$ 295,638,358		\$ 250,980,595

City of Norman
BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued OCTOBER 2020 - Sorted by Permit Type

Permit Type	Contributor	Permit #	Issued	Street #	Street Name	Shape Type	Lot	Block	Subdivision	Zones	Valuation	Project Area
COMMERCIAL ADD/ALT	ROBERTS, TREY	2686	10/17/2020	2601	24TH	AVE	1	1	FIRST FREE WILL ADD #2	CO	2,500	500
COMMERCIAL ADD/ALT	BOLDT	3360	10/15/2020	815 N	PETERS	AVE	1	11	J.A. JONES ADDITION	C2	60,000	40
COMMERCIAL ADD/ALT	CANNVEST GROUP, LLC	3751	10/14/2020	127 W	MAIN	ST	13	56	NORMAN ORIGINAL TOWNSHIP	C3	4,800	591
COMMERCIAL ADD/ALT	HAYNES, DAWSHEN T	3833	10/13/2020	500	WINDING OAKS	LN	1	2W	NOT SUBDIVIDED	A2	12,000	100
COMMERCIAL ADD/ALT	SOLAR POWER OF OKLAHOMA	3903	10/17/2020	202	BRATCHER MINER	RD	18	2W	NOT SUBDIVIDED	A2	10,000	120
COMMERCIAL ADD/ALT	CALIBER 1 CONSTRUCTION	3933	10/13/2020	1672	24TH	AVE	20	2	UNIVERSITY NORTH PARK SEC 5	PUD	60,000	280
COMMERCIAL ADD/ALT	KELCO CONSTRUCTION	4100	10/17/2020	325 E	COMANCHE	ST	19	23	NORMAN ORIGINAL TOWNSHIP	C3	14,000	206
COMMERCIAL ADD/ALT	WIDWEST COMMERCIAL LLC	4264	10/21/2020	123	ED NOBLE	PKY	3A	1	MD#1	C2	84,533	216
COMMERCIAL ADD/ALT	3BA COMMUNICATIONS CORPORATION	4524	10/09/2020	453 W	ROBINSON	ST	19	2W	NOT SUBDIVIDED	A2	25,000	16
COMMERCIAL FIRE REPAIR	OWNER	38751	10/19/2020	622 N	FORTLER	AVE	17	2	J.A. JONES ADDITION	C2	500,000	3570
COMMERCIAL FIRE REPAIR	WAUPIN ROOFING & CONST, LLC	42801	10/20/2020	2380	INDUSTRIAL	BLVD	2	1	NORMAN INDUSTRIAL TRACT	C2	230,000	500
COMMERCIAL INTERIOR FINISH	GRACE CONTRACTING LLC	37921	10/09/2020	2840 W	INDUSTRIAL	BLVD	2	1	NORMAN INDUSTRIAL TRACT	C2	230,000	3897
COMMERCIAL INTERIOR FINISH	GADELLA & CO, LLC	40101	10/14/2020	3501	WELLSITE	DR	8A	7	NORTHEDGE INDUSTRIAL PARK #3	C2	10,000	2372
COMMERCIAL NEW CONSTRUCTION	EMAY CONSTRUCTION INC	38341	10/20/2020	2137 W	MAIN	DR	1	1	NORMAN CENTER NORTH	C2	160,000	500
COMMERCIAL NEW CONSTRUCTION	TAYLOR, JERRY	42301	10/26/2020	117 N	MERGEDES	DR	1	E	WESTWOOD ESTATES	C2	30,000	540
COMMERCIAL NEW CONSTRUCTION	CARR, CONSTRUCTION, INC	53551	10/20/2020	3705	CORPORATE CENT	DR	1	3W	UNIVERSITY NORTH PARK SEC 17	PUD	9,000,000	47074
COMMERCIAL NEW CONSTRUCTION	CLARE CASE	53561	10/17/2020	1303 W	TECHUMSEH	RD	12	3W	AYLISON CROSSING ADDITION	PUD	3,000	160
TEMPORARY BLDG/CONST TRAILER	SHOCKEY AND MOORE	44091	10/27/2020	301 E	MAIN	ST	1	22	NORMAN ORIGINAL TOWNSHIP	C3	1,100	1800
TEMPORARY BLDG/CONST TRAILER	110 EVENTS/FACTOR 110	37551	10/17/2020	340	TRAILS	CT	16	1	NOBLE COURT ADD	NA	2,137	200
TEMPORARY BLDG/CONST TRAILER	OWNER	37561	10/17/2020	448 S	UNIVERSITY	BLVD	9	11	WAGONERS T/R FIRST ADD	CCFB	4,000	200
TEMPORARY BLDG/CONST TRAILER	RENTAL STOP	44301	10/26/2020	330	ED NOBLE	PKY	1	1	STRANBERRY LANE #4	C2	6,000	480
TEMPORARY BLDG/CONST TRAILER	COMEN CONSTRUCTION	45101	10/20/2020	2892	24TH	AVE	1	1	UNIVERSITY NORTH PARK SEC 15	PUD	80,000	1040

Total Permits 22
Average Valuation \$ 427,630
Total Valuation \$ 4,551,170

Average Project Area 3,737
Total Project Area 3,274

Permit Counts	Valuation
9	442,533
0	730,000
2	28,000
0	8,135,000
4	
0	
5	73,237
22	9,408,170

Permit Type	Permit Counts	Valuation	Building Size (SF)	Zone/Classification
COMMERCIAL ADD/ALT	9	442,533	47,074	Business
COMMERCIAL FOUNDATION PERMIT	0			
COMMERCIAL FIRE REPAIR	2	730,000		
COMMERCIAL INTERIOR FINISH	0			
COMMERCIAL NEW CONSTRUCTION	4	8,135,000		
COMMERCIAL NEW SHELL BLDG	0			
COMMERCIAL PARKING LOT	0			
TEMPORARY BLDG/CONST TRAILER	5	73,237		

New Construction Business Information (New Construction and Non-Residential Building)
RETAIL
HUDIBURG SQUARE

CITY OF NOTHAM
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL BUILDING PERMITS
Issued OCTOBER 2020 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Date Issued	Address	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4031	10/09/20	400 GREEN'S PKY	1		HIGHLAND VILLAGE SEC 10	R1	\$ 2,500	75
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4032	10/09/20	412 LOGANS WAY	4	1	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 2,500	25
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4035	10/09/20	1718 LOGANS WAY	25	8	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STONEWALL HOMES, LLC	4037	10/09/20	3712 ELLIES PL	29	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4051	10/12/20	3726 TIMBERBROOK DR	7	15	VINTAGE CREEK ADDITION	PUD	\$ 5,000	39
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4137	10/13/20	305 PURCHASE CT	8	1	HIGH WIND VILLAGE ADD SEC 9	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4140	10/13/20	303 PURCHASE CT	11	1	HIGHLAND VILLAGE ADD SEC 9	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4142	10/13/20	307 ADDISON AVE	40	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4144	10/13/20	3177 BURMA CT	44	7	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4146	10/13/20	3177 KALEBS CT	16	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4154	10/07/20	2217 ALAMEDA PARK DR	5	5	ALAMEDA PARK ADD #3	R1	\$ 2,446	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4240	10/15/20	3768 BLACK MESA RD	18	2	RED CANYON RANCH SEC 6	PUD	\$ 3,000	35
1 & 2 FAMILY STORM SHELTER	FLAT SAFE TORNADO SHELTERS	4244	10/12/20	3919 MISTWOOD PL	2	7	BELLATONA SEC #1	R1	\$ 3,000	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4307	10/20/20	1710 LOGANS WAY	27	8	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4351	10/23/20	3716 ELLIES PL	30	9	CEDAR LAKE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER	CK-AHOMA-SHELTERS	4388	10/19/20	9800 KYLE DR	34	1W	CARSON LAKE EST	A2	\$ 2,900	55
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	4421	10/21/20	2817 WYEMOUTH ST	19	1	WOODLAKE ESTATES	R1	\$ 3,095	40
1 & 2 FAMILY STORM SHELTER	GM TANKS	4470	10/22/20	11600 LINDESEY RD	2	1W	NOT SUBDIVIDED	A2	\$ 3,950	73
1 & 2 FAMILY STORM SHELTER	CALLAGHAN SHELTERS	4471	10/22/20	1405 SPOONWOOD ST	17	7	RAPID PLACE ADD #7	R1	\$ 3,000	35
1 & 2 FAMILY STORM SHELTER	STORM SAFE	4502	10/23/20	3416 GRANT RD	7	10	PARK HILL ADDITION	PUD	\$ 3,850	35
1 & 2 FAMILY STORM SHELTER	GROUND ZERO STORM SHELTERS	4520	10/30/20	15 EUSTIC HILLS	15	1	PARK HILL #1	PUD	\$ 3,950	35
1 & 2 FAMILY ADD OR ALTER	ROBERTS REMODELING LLC	3547	10/02/20	1414 MORLAND AVE	8	1	UNIVERSITY HEIGHTS ADD	R1	\$ 15,000	483
1 & 2 FAMILY ADD OR ALTER	PERGOLA SUPREME, INC	4026	10/02/20	708 ST	3	1	STINSON ESTATES ADD	R2	\$ 12,000	575
1 & 2 FAMILY ADD OR ALTER	SINCO CONSTRUCTION	4117	10/07/20	524 DAKOTA ST	13	5	NORMAN HEIGHTS ADDITION	R1	\$ 89,000	1,352
1 & 2 FAMILY ADD OR ALTER	SUNCOMS & MORE	4155	10/09/20	4321 CANNON DR	5	2	CARRINGTON PLACE ADD #5	R1	\$ 45,862	352
1 & 2 FAMILY ADD OR ALTER	POWER ROOFING & CONSTRUCTION	4173	10/07/20	4751 WELINGTON LAKE DR	13	1	WELINGTON LAKE SEC 2	PUD	\$ 6,000	585
1 & 2 FAMILY ADD OR ALTER	GRAY HEALTH	4364	10/20/20	402 WOODBINE CIR	5	5	RIVER OAKS #1	R1	\$ 7,500	168
1 & 2 FAMILY ADD OR ALTER	MAX ELECTRIC (ACTIVE)	4445	10/22/20	303 OLIPHANT AVE	5	1	REBLUD ESTATES	R1	\$ 27,840	551
1 & 2 FAMILY ADD OR ALTER	CHE SOLAR	4462	10/23/20	850 BALTIC AVE	34	1W	WINDEMERE HEIGHTS	A2	\$ 26,737	1,008
1 & 2 FAMILY CARPORT	COAST TO COAST CARPORT, INC	2753	10/09/20	401 THORNTON DR	9	20	VESWOOD ESTATES	R1	\$ 2,500	320
1 & 2 FAMILY CARPORT	EAGLE CARPORTS	4092	10/16/20	6500 108TH AVE	34	1W	CLINKENBACH ACRES	A2	\$ 2,200	480
1 & 2 FAMILY FIRE REPAIR	BLACKMON MOORING	4070	10/08/20	105 FRANK ST	6	19	J.A. JONES ADDITION	R2	\$ 30,469	922
1 & 2 FAMILY FIRE REPAIR	OWNER	4086	10/02/20	505 HAWKS NEST DR	3	2	EAGLE CLIFF ADD #1	R1	\$ 92,000	1,565
1 & 2 FAMILY PAVING	GARED CONCRETE	4095	10/05/20	1314 SARGENTLAW DR	8	33	COPURHURST ADD SEC 12	R1	\$ 6,000	720
1 & 2 FAMILY PAVING	SELLERS BILLY	4108	10/09/20	2205 WHEATON DR	2	1	ALL PARK #7	R1	\$ 6,900	720
1 & 2 FAMILY PAVING	SMITH MARTIN	4112	10/13/20	542 CHAUNTAQUA DR	2	2	ROSS ADDITION	R1	\$ 7,900	810
1 & 2 FAMILY PAVING	A & L CONCRETE	4189	10/06/20	1814 BROADHAVEN BLVD	24	2	BROCKHAVEN #04	R1	\$ 7,957	912
1 & 2 FAMILY PAVING	BROWN RANDY	4212	10/12/20	2709 WYANDOTTE WAY	8	9	WILWOOD GREEN #2	R1	\$ 10,000	424
1 & 2 FAMILY PAVING	A & L CONCRETE	4251	10/21/20	816 CEDARBROOK DR	7	5	BROCKHAVEN #31	R1	\$ 2,250	163
1 & 2 FAMILY PAVING	A & L CONCRETE, LLC	4253	10/21/20	740 DEANS ROW AVE	19	2	LARSONS UNIVERSITY ADD	CCFB	\$ 2,500	249
1 & 2 FAMILY PAVING	SHEPPARD CONCRETE	4301	10/16/20	420 MOSIER ST	9	3	SCOTT'S HOMES ADD	R1	\$ 4,500	475
1 & 2 FAMILY PAVING	MCHR CONSTRUCTION, LLC	4302	10/19/20	1100 LAHOMA AVE	1	4	CAK RIDGE ADD - AMENDED	R1	\$ 5,000	600
1 & 2 FAMILY PAVING	MCHR CONSTRUCTION, LLC	4449	10/26/20	3701 HIDDEN HILL RD	11	1	BROCKHAVEN #26	R1	\$ 4,000	304
1 & 2 FAMILY PAVING	BROOKFIELD CUSTOM HOMES, LLC	4489	10/26/20	3664 FRONTIER TR	1	1	GLENNBURGE SEC #2	PUE	\$ 1,532	74
1 & 2 FAMILY STORAGE BLDG	LAW CONSTRUCTION	3500	10/15/20	574 CHAUNTAQUA AVE	8	2	ROSS ADDITION	R1	\$ 25,000	570
1 & 2 FAMILY STORAGE BLDG	TEXWIN CARPORTS	3920	10/18/20	3810 24TH AVE	9	2W	NOT SUBDIVIDED	A2	\$ 9,800	1,000
1 & 2 FAMILY STORAGE BLDG	MCHR CONSTRUCTION, LLC	3942	10/13/20	4215 BRIARGREST DR	2	6	NOT SUBDIVIDED	R1	\$ 40,000	672
1 & 2 FAMILY STORAGE BLDG	GOTCHA COVERED INC	4027	10/22/20	5500 ROCK CREEK DR	24	2W	NOT SUBDIVIDED	A2	\$ 20,000	900
1 & 2 FAMILY STORAGE BLDG	TEAGER, KEVIN	4073	10/09/20	1180 72ND AVE	30	1W	KIRBY RANCH COS 1819-2	A2	\$ 42,000	2,400
1 & 2 FAMILY STORAGE BLDG	BARGAIN BARNES & BUILDINGS, LLC	4104	10/09/20	2151 72ND AVE	5	1W	NOT SUBDIVIDED	A2	\$ 10,000	806
1 & 2 FAMILY STORAGE BLDG	OWNER	4130	10/09/20	5100 TECUMSEH RD	13	2W	NOT SUBDIVIDED	A2	\$ 28,000	1,200
1 & 2 FAMILY STORAGE BLDG	TUFF SHED	4176	10/09/20	3912 DALSTON CIR	24	1	CARRINGTON PLACE ADD #5	R1	\$ 35,000	610
1 & 2 FAMILY STORAGE BLDG	OWNER	4205	10/14/20	1414 BARLEY ST	7	1	UNIVERSITY HEIGHTS ADD	R1	\$ 6,000	185
1 & 2 FAMILY STORAGE BLDG	OWNER	4312	10/16/20	2108 MANDERLY CT	2	6	BELLATONA SEC #1	R1	\$ 2,800	120
1 & 2 FAMILY STORAGE BLDG	OWNER	4353	10/22/20	1402 CONCHO DR	6	2	NOT SUBDIVIDED	A2	\$ 38,000	2,400
1 & 2 FAMILY STORAGE BLDG	HERRING CONCRETE CONSTRUCTION	4379	10/19/20	7100 120TH AVE	35	1W	NOT SUBDIVIDED	A2	\$ 40,000	2,603
1 & 2 FAMILY STORAGE BLDG	OWNER	4384	10/21/20	2105 HARRIET RD	7	1	TEALL ADD	RE	\$ 10,000	392
1 & 2 FAMILY STORAGE BLDG	TUFF SHED	4384	10/26/20	4116 BEECHWOOD DR	9	1	CHERRY CREEK #2	R1	\$ 3,700	120
1 & 2 FAMILY STORAGE BLDG	OWNER	4489	10/23/20	2322 BRENTHOOD DR	2	6	NOT SUBDIVIDED	R1	\$ 4,500	162
1 & 2 FAMILY SWIMMING POOL	SIGNATURE CUSTOM POOLS	3805	10/08/20	3209 EFORA CT	10	1	MONTEIRO RIDGE SEC #2	PUD	\$ 38,300	316
1 & 2 FAMILY SWIMMING POOL	GALAXY OUTDOOR RECREATION	3982	10/02/20	4605 FOUNTAIN GATE DR	16	1	FOUNTAIN GATE	R1	\$ 6,000	945
1 & 2 FAMILY SWIMMING POOL	BLUE HAVEN POOLS OF OK	4108	10/12/20	2113 WILLIAMS CIR	30	9	HALLBROOKE ADD #2	R1	\$ 66,000	944
1 & 2 FAMILY SWIMMING POOL	SIGNATURE CUSTOM POOLS	4109	10/12/20	4008 TETON LN	11	11	CASCADE ESTATES PUD #6	PUD	\$ 96,000	944
1 & 2 FAMILY SWIMMING POOL	OWNER	4163	10/09/20	2673 BRENTWOOD DR	2	7	NORMANDY PARK	R1	\$ 10,000	393
1 & 2 FAMILY SWIMMING POOL	SIGNATURE CUSTOM POOLS	4233	10/30/20	4208 FRONTIER TR	5	1	GLENNBURGE SEC #2	PUD	\$ 59,000	455
1 & 2 FAMILY SWIMMING POOL	AQUA HAVEN, LLC	4234	10/16/20	117 MONROE CT	11	3	LAKEVIEW TERRACE	R1	\$ 38,000	136
1 & 2 FAMILY SWIMMING POOL	SPARTAN POOLS & PONDS	4305	10/22/20	1401 FRIEFLY DR	25	1	FROST CREEK ADD	PUD	\$ 62,000	555

Permit Type	Permit Counts	Unit Count	Valuation	Permit Type	Permit Counts
1 & 2 FAMILY STORM SHELTER	21		\$ 80,140	RESIDENTIAL STORAGE CONTAINER	0
1 & 2 FAMILY ADD OR ALT	0		\$ 230,079	TEMPORARY ROLL-OFF	0
1 & 2 FAMILY CARPORT	2		\$ 4,700	RESIDENTIAL	1
1 & 2 FAMILY FIRE REPAIR	2		\$ 32,450	OTHER	
1 & 2 FAMILY PAVING	11		\$ 33,507	SEASONAL STORAGE CONTAINER	
1 & 2 FAMILY SWIMMING POOL	15		\$ 306,200	DEMO'S-RESIDENTIAL	
1 & 2 FAMILY SWIMMING POOL	3		\$ 376,000		
1 FAMILY MANUFACTURED HOME REPLACEMENT	0		\$ -	1109 TROUT AVE.	
1 FAMILY NEW CONSTRUCTION	54		\$ 15,159,879	1866 OKLAHOMA AVE.	
2 FAMILY NEW CONSTRUCTION	2		\$ 480,000		
2 FAMILY NEW CONSTRUCTION	0		\$ -		
3 FAMILY FIRE REPAIR	0		\$ -		
3 FAMILY FOUNDATION	0		\$ -		
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
GROUP QUARTERS	0		\$ -		
TOTAL	123		\$ 17,572,894	TOTAL DEMO-NET DWELLING UNITS	-2

CDGB, CODE COMPLIANCE, OIL & GAS

10C

CDBG and HOME Investment Partnerships Programs

The Award Letter for the Second Allocation of CDBG-CV funds in the amount of \$737,568 was received in October. Currently staff is investigating potential uses for these funds. After the Citizen Participation process is completed, a Public Hearing will be scheduled for Council consideration.

Availability of funding for a Rent and Utility Program is still available. Thru October 30th, a total of \$269,508 of assistance has been provided to 142 households.

Site preparation is underway for the construction of three single family homes in conjunction with the CHDO and the Norman Affordable Housing Corporation. Bids have been received and Agenda Item scheduled for the November 10th Council meeting.

With the October 2020 Ice Storm, staff is working with City of Norman Forester, Tim Vermillion, for a tree repair/removal for the Target Area. All repair/removal work will be coordinated by the Parks and Recreation Department utilizing local arborists.

Homeless Activities

On October 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of August. There were a total of 9 placements made; three chronic, three veterans, and one family received housing placements in the month of September.

City Council executed a lease with Shelter Investments LLC for the property located at 535 E. Comanche for use as the Winter Warming Shelter. A contract was also executed with Elite Protection Services for security at the site. Anticipated opening is November 15, 2020. Applications for employment for Warming Shelter Case Managers is available thru the City of Norman Human Resources Department.

Due to the increased visibility of persons who are experiencing homelessness by the establishment of multiple campsites on city property, the Continuum of Care, the Norman Police Department, and the Homeless Services Coordinator are developing guidelines and strategies to address this increasing problem. Norman City Council appointed a three-member Council Committee on October 22, 2019 to work with the Continuum of Care to develop strategies in addressing this increasing issue. Staff is in constant contact with the service providers and national officials pertaining to developing and implementing protocols for addressing the unique issues of the unsheltered population during the COVID-19 crisis.

RFP-2021-24 to conduct a Strategic Plan to Address Homelessness received three submittals on September 25, 2020. Evaluation of these submittals is currently underway with presentations having been made in late October. Staff anticipates bringing the selected contract to Council for approval in December 2020.

Housing Programs

October 2020

CDBG – The summary below includes the status of each of the rehabilitation programs that are offered. Currently all rehabilitation activity has been paused due to the COVID-19 Crisis. Emergency repair requests are being considered on a case by case basis.

- No projects are currently under contract; four projects have been completed. Four projects are in the development stage.
- Three accessibility modification projects are under contract; one accessibility modification project is completed. Two projects are in the development stage.

Social and Voluntary Services Commission

The FYE20 Requests for Application was released July 15, 2020 with a return date on August 5, 2020. Twenty-four applications were received totaling \$196,341. The total funding available was \$175,000, all twenty-four applications were funded as follows:

Agency	Purpose	Award Amount	Amount Expended
CCFI	Bringing up babies	\$ 10,000.00	\$3,012.39
Thunderbird Clubhouse	exterior security	\$ 8,624.00	\$3,449.41
Transition House	purchase of tablets and projector	\$ 1,600.00	
NAIC dba Virtue Center	Alternative to Suspension Program	\$ 10,000.00	\$2,499.99
Heartline-211	211 Call Center	\$ 4,000.00	\$999.99
Infant Crisis	Baby mobile	\$ 2,500.00	
Mary Abbott Children's House	Kids Court Program	\$ 10,000.00	
Meals on Wheels	Free Meal Program	\$ 10,000.00	\$4,643.23
Project Outreach	Respite Program	\$ 5,000.00	
Salvation Army	Emergency Shelter Program	\$ 10,000.00	
CASP	COVID Cleaning Costs	\$ 10,000.00	
Catholic Charities	Housing Rent/Utility Deposits	\$ 10,000.00	
CSBI	Roof repair	\$ 10,000.00	
Envision Success	kitchen equipment	\$ 1,500.00	
Food and Shelter	HVAC replacement equipment	\$ 4,609.00	

Full Circle Adult Day Center	Scholarships	\$	7,500.00	
Aging Services	Kitchen utility bill	\$	1,875.00	
Aging Services	Special Assistance Fund	\$	4,000.00	
Among Friends	Scholarships	\$	10,000.00	
Assistance League	Operation School Bell - Shoes	\$	5,000.00	
Bethesda	Outreach Therapist	\$	10,000.00	\$5,916.00
Big Brothers Big Sisters	Match Costs	\$	9,792.00	
Bridges	Utilities	\$	9,000.00	\$750.00
Citizens Advisory Board	Beds for Foster Kids	\$	10,000.00	\$5,923.29

Oil & Gas Activity - FYE 2021

	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Active Producing Wells	86	86	87	87									
Inactive Producing Wells	43	43	42	43									
Active Injection Wells	7	7	7	7									
Inactive Injection Wells	3	3	3	3									
Total Wells:	139	139	139	140									
Monthly Well Inspections	139	139	139	135									552
Additional Well Inspections	2		4										6
Drilling Permit Applications Received													0
Drilling Permits Issued													0
Active Drilling Locations & Completions													0
Wells Plugged													0
Plugged Location Restoration													0
Hazardous Incidents													0
Mechanical Integrity Tests	1	3											4
FOIA Requests													0
BOA Hearings													0
Charges Filed													0
Predevelopment Notices	1												1
Public Works Assist/Plat Review	1	1	1										3

NOTE* 1 Inactive well missed from previous count and 5 wells are OCC wells NOT included in monthly.

POLICE

11



Administrative Summary

October 2020 Summary

Operations



Part I Crimes	2020	Current		2020	Year-To-Date	
		MONTH 5YR AVG	2019		YTD 5YR AVG	2019
Murder	2	0	0	5	4	2
Rape	4	6	5	34	51	58
Robbery	3	5	7	45	45	42
Agg. Assault	22	16	17	201	157	156
Burglary	31	53	35	442	543	431
Larceny	270	258	240	2,197	2,416	2,175
Motor Vehicle Theft	45	30	32	358	290	304
Arson	0	1	0	7	5	8
Part I Totals:	377		336	3,289		3,176
Part II Crimes						
DUI/APC	36	33	39	319	368	453
Drunkenness	29	55	47	347	536	497
DrugViolations	31	82	60	443	872	857
Forgery	6	18	15	109	188	148
Vandalism	64	81	93	727	792	794
Others	345	NA	387	4,128	NA	3,870
Part II Totals:	511		641	6,073		6,619
Total Reported Crime:	888		977	9,362		9,795
Other Reported Activity						
Public Peace Reports	184	195	202	1,927	1,908	1,979
Warrants Served	84	121	111	937	0	1,489
Other Reports Totals:	268		313	2,864		3,468
Total Case Reports:	1,156		1,290	12,226		13,263
Collisions						
Fatality	0	1	0	1	6	4
Injury	60	69	84	448	576	550
Non-Injury	106	145	148	1,005	1,362	1,240
Total Collisions:	166		232	1,454		1,794
Call for Service						
CAD Activity (All Other CFS)	3,689	NA	3,298	30,273	NA	32,032
Calls for Service (Only Police)	6,726	NA	7,441	70,311	NA	85,932
Total CFS:	10,415		10,739	100,584		117,964
Citations & Warnings:						
Citations	673	NA	1,038	8,732	NA	13,766
Warnings	1,143	NA	1,333	13,573	NA	21,021
Total Citations & Warnings:	1,816		2,371	22,305		34,787

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

** Five Year Average based on 2016 to 2019

ANIMAL CONTROL 11A

Norman Animal Welfare Monthly Statistical Report October 2020



IN SHELTER ANIMAL COUNTS

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	63	90	153	27	90	117	(36)	-24%
Ending	38	80	118	46	34	80	(38)	-32%

ANIMAL INTAKES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	126	86	212	80	51	131	(81)	-38%
Owner Relinquish	23	33	56	20	24	44	(12)	-21%
Owner Intended Euth	2	0	2	3	2	5	3	150%
Transfer In	0	3	3	0	16	16	13	433%
Other Intakes*	6	11	17	23	1	24	7	41%
Returned Animal	15	9	24	6	8	14	(10)	-42%
TOTAL LIVE INTAKES	172	142	314	132	102	234	(80)	-25%

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

OTHER STATISTICS

	2019		2020		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	4	4	0	0	(4)	-100%
Dog Collected (DOA)	3	3	0	0	(3)	-100%
Cat Collected (DOA)	3	3	2	2	(1)	-33%
Wildlife Transferred	1	1	1	1	0	0%
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	1	1	1	
Intake Pigs	0	0	0	0	0	
Intake Other	1	1	0	0	(1)	-100%
TOTAL OTHER ITEMS	12	12	4	4	(8)	-67%

LENGTH OF STAY (DAYS)

	2019	2020
Dog	16.7	8.7
Puppy	9.2	4.9
Cat	18	12.9
Kitten	12.9	5.2

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	27	20	0	47

Norman Animal Welfare Monthly Statistical Report October 2020



LIVE ANIMAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	107	107	214	46	88	134	(80)	-37%
Return To Owner	53	9	62	33	1	34	(28)	-45%
Transferred Out	19	23	42	28	12	40	(2)	-5%
Returned in Field	0	0	0	0	2	2	2	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	179	139	318	107	103	210	(108)	-34%

OTHER ANIMAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	1	1	1	7	8	7	700%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	4	3	7	3	3	6	(1)	-14%
Owner Intended Euth	2	0	2	2	2	4	2	100%
TOTAL OTHER OUTCOMES	6	4	10	6	12	18	8	80%

TOTAL OUTCOMES

	2019			2020			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	179	139	318	107	103	210	(108)	-34%
Total Other Outcomes	6	4	10	6	12	18	8	80%
TOTAL OUTCOMES	185	143	328	113	115	228	(100)	-30%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	2	4		
Medical - Injured	0	1	0	1	9%
Behavior - Aggressive	3	0	0	3	27%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	5	5	1	11	

MONTHLY LIVE RELEASE RATE

2019	2020
97.5%	93.8%

Live Outcomes / (Total Outcomes - Owner Int Euth)



Monthly Service By Assignment

February 2020 to October 2020
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Feb 2020 Hours	Mar 2020 Hours	Apr 2020 Hours	May 2020 Hours	Jun 2020 Hours	Jul 2020 Hours	Aug 2020 Hours	Sep 2020 Hours	Oct 2020 Hours	Total Hours
Norman Animal Welfare Center	Community Services-NAWC	0:00	0:00	0:00	0:00	0:00	180:00	330:00	193:30	0:00	703:30
	Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:40	2:40
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	116:57	56:19	0:00	0:00	2:45	12:49	32:46	44:24	37:29	303:29
	NAWC-Community Outreach Volunteer	7:28	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	7:28
	NAWC-Dog Handler	113:33	72:39	2:19	0:00	21:45	34:06	52:19	52:31	52:10	401:22
	NAWC-Foster Program	0:00	0:00	1:00	6:00	0:00	4:00	3:00	1:00	12:00	27:00
	NAWC-Kennel Assistant	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	2:05	3:54	0:00	0:00	0:00	0:00	0:00	0:00	5:32	15:24
	NAWC-Lobby Greeter	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Orientation	10:00	1:00	0:00	0:00	0:00	4:00	6:00	7:00	13:00	41:00
	NAWC-Photographer	0:00	2:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:00
	Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	Veterinarian Assistant Tech	2:17	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	2:17
	Total		252:20	135:52	3:19	6:00	24:30	234:55	424:05	303:57	121:12
Grand total		252:20	135:52	3:19	6:00	24:30	234:55	424:05	303:57	121:12	1,506:10

PUBLIC WORKS

12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
October 2020

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed three (3) Rural Certificates of Survey, and one (1) preliminary plat requests for the Planning Commission; one (1) Rural Certificate of Survey, three (3) final plats, one (1) preliminary plat and one (1) resolution to City Council. The Development Engineer reviewed 18 sets of construction plans and 6 punch lists. There were 168 permits reviewed and/or issued. Fees were collected in the amount of \$10,813.84.

CAPITAL PROJECTS:

24th Avenue East Widening Project- Lindsey Street to Robinson Street:

The Oklahoma Department of Transportation (ODOT) conducted a bid opening on June 20, 2019, for both phases of the 24th Avenue East Project, located from Lindsey Street to Robinson Street. The low bidder was Silver Star Construction Company of Moore, Oklahoma in the amount of \$9,437,000 for the combined projects. ODOT awarded these projects at the July 1, 2019, Transportation Commission Meeting. Silver Star started construction on Monday, September 23, 2019. This project has a 270-calendar day construction schedule, which will likely result in a Winter 2020 completion. ODOT is administering the construction of this project because federal transportation funds are being used.

The project involves the following items:

- Widen two miles of roadway from two lanes to four lanes
- Intersection improvements at 24th Ave. East/Meadowood Boulevard and 24th Avenue East /Robinson Street
- Interconnect traffic signals on 24th Avenue East from Lindsey St. to Robinson St.
- Continuous sidewalks and accessibility
- Stormwater improvements
- On-street bike lanes

The contractor's activities this month were as follows:

- *Continued backfilling with soil behind the curb and gutter while grading for the new sidewalk between Lindsey Street and Alameda Street on the west side of 24th Avenue East*
- *Started sidewalk construction on the west side of 24th Avenue East between Lindsey Street and Alameda Street*
- *Finished constructing concrete drives between Beaumont Drive and Alameda Street on the west side of 24th Avenue East*
- *Finished the cement stabilized base for the new southbound lanes between Alameda Street and Robinson Street*
- *Finished reconstruction of the NW quadrant of the Robinson Street/24th Avenue East intersection*
- *Started reconstruction of the SW quadrant of the Robinson Street/24th Avenue East intersection*
- *Finished the asphalt base layer for the new southbound lanes between Alameda Street and Robinson Street*
- *Started the curb and gutter installation between Alameda Street and Robinson Street on the west side of 24th Avenue East*

36th Avenue Northwest Phase 1 Waterline Relocations Project- Tecumseh Road to Franklin Road:

The City of Norman conducted a bid opening on September 24, 2020, for the 36th Avenue Northwest Phase 1 Waterline Relocations Project. The low bidder was W.E.B. Construction, Inc. of Moore, Oklahoma in the amount of \$184,684.00. The Norman City Council awarded the project at the October 13, 2020 City Council Meeting. A pre-construction meeting occurred October 23, 2020 and construction will begin on November 16, 2020. This project has a 120-calendar day construction schedule. Taking into account weather days, staff estimates a March 2020 completion. The City of Norman Public Works Department is administering the construction of this project with the aid of inspectors from the Norman Utilities Authority.

The project involves the following items:

- Lowering of existing water line crossings to accommodate future roadway widening

The contractor's activities this month were as follows:

- Construction Schedule
- Traffic Control Plan
- Materials Submittals

Roadway Bond Projects:

During the month of October, concrete paving maintenance was completed in Brookhaven Addition as part of the Street Maintenance Bond 2020 Urban Concrete Project. Concrete paving maintenance was completed in Shiloh Heights Addition, Castlerock Addition, and University Place Addition as part of the Street Maintenance Bond 2021 Urban Concrete Project. Asphalt paving maintenance was completed in Crystal Heights Addition, Woodcreek Addition, Highland Addition, and Tull's Addition as part of the Street Maintenance Bond 2021 Urban Asphalt Project.

PUBLIC TRANSIT

Public Transit Response to COVID-19 (coronavirus)

Below are actions that have continued to be taken by City and EMBARK staff altering transit service in response to COVID-19 and to align with the Mayor's Proclamations and social distancing guidelines.

- Enhanced cleaning of vehicles.
- Suspended operations of route 144-Social Security.
- Limited capacity on fixed route and paratransit busses to comply with social distancing guidelines.
- Mandatory face coverings while using transit services.
- Requiring passengers to use the rear door for entry and exit off of fixed route vehicles, unless passengers need to use the front door for the ramp or kneeling feature.

City of Norman Transit Long Range Plan Update

City staff continued working with the consultant, Nelson\Nygaard, as they continued to create the existing conditions report and preparing for the first round of public outreach. Outreach was originally planned for November 12 (Community Meetings) and November 13 (Stakeholder Discussions), however, the outreach dates are being moved to the following week to allow more time to publicize.

- Community Meetings (Virtual with in-person option) – November 18, 2020
- Stakeholder Discussions (Virtual) – November 19, 2020

Transit Monthly Ridership Report

Attached is the transit performance report for September 2020

STREETS DIVISION

CAPITAL PROJECTS:

60TH AVENUE SE: CEDAR LANE TO POST OAK ROAD

Streets crews worked an overlay at 60th Avenue SE: Cedar Lane and Post Oak Road and required 15.18 tons of asphalt for the repair.

SUMMIT BEND: SUMMIT CROSSING-NORTHVIEW

Streets crews worked panel replacement repair at Summit Bend: Summit Crossing-Northview. This repair required 25 cubic yards of concrete and resulted in over 122 square yards repaired.

ASPHALT OPERATIONS:

CENTRAL PARKWAY (CRACK REPAIR)

Streets crews worked crack repair at Central Parkway and required 36.75 tons of asphalt for the repair.

CONCRETE OPERATIONS:

TRAILVIEW COURT AND MCGEE DRIVE

Streets crews replaced damaged concrete panels on Trailview Court and McGee Drive. This repair required 19 cubic yards of concrete and resulted in over 95 square yards repaired.

ROADSIDE OPERATIONS:
MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During October, 2020, 143 miles of rural rights-of way and 3,798,537.00 sq. ft. of urban rights-of-way were mowed.

STORMWATER
WORK ORDER RESPONSE

Stormwater Division received 11 work order requests and closed 14 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance crew continued working to replace a leaking stormwater box and pipe at 1816 Winding Ridge Road. This stage of the project required 35 tons of debris to be removed and 10 yards of concrete to be placed for side walk and adjacent driveway. The crew also fixed a manhole lid that had been damaged at Gray and Webster Streets. They placed a rubber seal around the lid ring. The Infrastructure Maintenance crew also assisted with ice storm debris removal from city streets and checked 223 inlets and cleared 106 inlets, totaling one ton of debris removed.

DRAINAGE MAINTENANCE

The Channel Maintenance crew continued their mowing schedule and mowed 1,616,969ft² of urban drainage ways to ensure clear channels and proper flow for recent rains. The crew also removed over 40 tons of debris from Willow Grove Drive, Bishop Creek, Merkel Channel, Woodland Dr. and Morrison Court. The Drainage Maintenance crew also assisted with ice storm debris removal from city streets and checked 176 inlets and cleared 68 inlets, totaling 0.5 tons of debris removed.

URBAN STREET SWEEPING OPERATIONS

A total of 504 lane miles were swept in October resulting in the removal of approximately 119 tons of debris from various curb lined streets throughout the city. The Street Sweeping crew also assisted with ice storm debris removal from city streets and checked 212 inlets and cleared 65 inlets, totaling 0.5 tons of debris

The Litter Crew has been postponed due to the COVID-19 pandemic, and no litter removal was performed in October.

STORMWATER OKIE LOCATES

During the month of October, 2581 Call 811 Okie Spots were received. Of those requests, 95 were stormwater pipe locates, 61 were marked, and 542 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 116 inspections of 94 active sites

Issued 0 citation and 0 NOVs to active sites

Issued 5 Earth Change Permits to new projects.

MS4 OPERATIONS

Received and responded to 27 citizen calls/ YTD Total is 97.

Conducted 0 outfall inspections.

Conducted 8 detention/retention pond inspections.

On October 1, 2020, Michele Loudenback was interviewed for OU's news show, "OU Nightly" to discuss the Lake Thunderbird Watershed Blitz and the 12th Ave SE Cleanup.

On October 2-3, the Second Annual Artful Inlets installation occurred. Six artists installed their pieces on five new storm drains along Main Street.

On October 4, 2020, the Fourth Annual Lake Thunderbird Watershed Blitz began with a cleanup at Crestland Park. Eight (8) volunteers removed 233 pounds of material from the watershed.

On October 5, 2020, Ms. Loudenback trained 42 City staff members from the Utilities Department on several topics related to stormwater in two sessions held in Council Chambers. Topics included construction stormwater management, illicit discharge detection and elimination, and good housekeeping at municipal facilities. This was part of the Operator Certification series established in September to help City personnel obtain the annual training required to maintain their Department of Environmental Quality operator licenses. Brandon McLendon also gave a presentation on safety as part of this four-hour training session.

On October 11, 2020, the 12th Ave SE Cleanup event was held. Four volunteers removed 35 pounds of lightweight material (i.e., Styrofoam, paper, plastic wrappers, etc.) from the Bishop Creek watershed.

On October 22 and 23, Stormwater and Streets Divisions staff attended the ADA Title II training provided via Zoom.

On October 23, Michele Loudenback attended the Central Oklahoma Master Conservancy District meeting to present findings of potential title transfer for some of the property they control.

On October 25, the Fourth Annual Lake Thunderbird Watershed Blitz continued with a cleanup at John H. Saxon Park. Thirty-eight (38) volunteers removed over 275 pounds of material from the watershed.

On October 26, Carrie Evenson and Ms. Loudenback facilitated the Lake Thunderbird Watershed Group Technical Advisory Group kickoff meeting.

FLEET DIVISION

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

FUEL REPORT

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

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

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

MAINTENANCE REPORT

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

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

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

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

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

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

*Monthly Progress Report
Public Works (October 2020)*

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

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

PRODUCTIVITY REPORT

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

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

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

October 2020
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

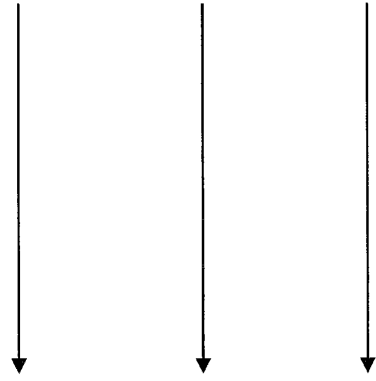
FY 2021 Associated Fees

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

- *Norman Rural Cert of Survey...3
- *Final Plats.....4
- *Preliminary Plats.....1
- *Short Form Plat.....0
- *Center City Form Based Code..0
- *Concurrent Constr. Request....0

City Council Review:

- Certificate of Survey.....1
- Preliminary Plat.....1
- Final Plats3
- Certificate of Plat Correction....0
- Encroachment.....0
- Easements.....0
- Closure.....0
- Release of Deferral.....0



Development Committee:

- Final Plats.....0

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

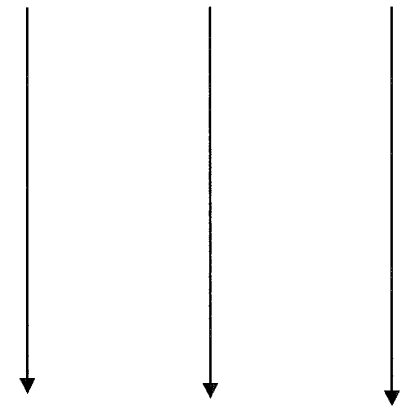
Subtotal:

\$1,395.00			
\$0.00			
\$1,395.00	\$23,565.00	\$35,205.00	

Permits Reviewed/Issued:

(includes Offsite Construction fees)

- **Single Family..... 67
- ***Commercial..... 9
- Multi-Family.....1
- Addition/Alteration..... 23
- House Moving..... 1
- Paving Only..... 16
- Storage Building.....16
- Swimming Pool..... 8
- Storm Shelters.....25
- Public Improvements.....4
- Temporary Encroachments.....0
- Fire Line Pits/Misc..... 0
- Flood Plain (@\$100.00 each)..... 0



Total Permits.....

Grand Total.....

*****Construction Plan Review occurrences**

*******Punch Lists prepared.....**

\$0.00	\$100.00	\$300.00
\$8,770.59	\$8,248.11	\$24,890.44
\$1,395.00	\$31,913.11	\$53,019.85
18	21	83
6	6	22

- * 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

Octoberr 2020

DEVELOPMENT COORDINATION, ENGINEERING, AND PERMIT REVIEW

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	6	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	67	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	9	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	18	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	4	100%



PERFORMANCE REPORT

Summary of Services Table: September 2020

The table below provides daily averages for the number of passengers carried by many of the services offered by EMBARK Norman. The year-to-date (YTD) figures are cumulative totals. Although Fiscal Year for 2020 began on July 1, 2019, EMBARK took over Norman operations beginning on August 5, 2019, and ridership numbers are counted from that date. PLUS ridership begins from October 2019

EMBARK Norman Service Summary	ADP Sep FY21	FY21 YTD	FY20 YTD	Service Profile	Sep FY21	Sep FY20	Aug FY21
Fixed Routes (M-F)	825	48,372	52,202*	Weekdays	21	21	21
Fixed Routes (Sat)	274	1,938	N/A*	Saturdays	4	0	3
PLUS (M-F)	55	3,943	N/A**	Gamedays	2	0	0
-Zone 1***	48	3,150	N/A**	Holidays	1	1	0
-Zone 2****	12	793	N/A**	Weather	0	0	1
PLUS (Sat)*****	14	99	N/A**	Fiscal YTD Days	72	39*	47
				2020 YTD Days	200	39*	174

* - From 8/5/2019

** - From 10/1/2019

*** - Requires ¾ mile

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

***** - Operates only in Zone 1

ADP: (Average Number of Daily Passengers)

FY YTD: (Fiscal Year, Year-to-Date Cumulative Passenger Count)

Strategic Performance Measures

MEASURE	FY 21 YTD	FY 21 Targets	
# of Norman fixed-route passenger trips provided	48,372	108,952	◆
# of Norman paratransit trips provided	3,925	5,472	◆
% of on-time Norman paratransit pick-ups	98.50%	95.03%	◆
# of Norman bus passengers per service hour, cumulative	9.50	12.7	◆

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STREET DIVISION					
	FYE 2021 October 2020	FYE 2021 October 2020	Year to Date	Year to Date	FYE 2021
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100%	100%	100%	100%	95%
	15.80		69.26		
Overlay/pave 10 miles per year.	4.00	40%	6.65	67%	100%
Replace 1,160 square yards of concrete pavement panels	187.00	16%	1,465.00	126%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	9.00	2%	14.00	3%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	3,798,537.00	30%	13,939,506.00	110%	100%
Mow 148 miles of Rural Right-of-way twice per year	143.00	48%	395.50	134%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2021

STORMWATER DIVISION					
	FYE 2021 OCTOBER, 2020	FYE 2021 OCTOBER, 2020	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	504.00	101%	2,091.00	35%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	-	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	-	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	607.00	0.49%	2,707.00	18%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	1,616,969.00	12%	5,892,284.00	43%	90%
Perform erosion control inspections of permitted sites within 30 days.	116.00	115%	477.00		100%
Permit all earth disturbing operations over 1 acre in size.	5.00	100%	11.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	200%	2.00		50%
Inspect stormwater outfalls.	-	0%	8.00		20%
Respond to stormwater complaints within 24 hours of the time reported	27.00	100%	97.00		100%
Enforcement actions (NOV's and citations)	-	N/A	-		N/A

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
October FYE 2021**

Industry Standard Compliance: Not To Exceed 5%

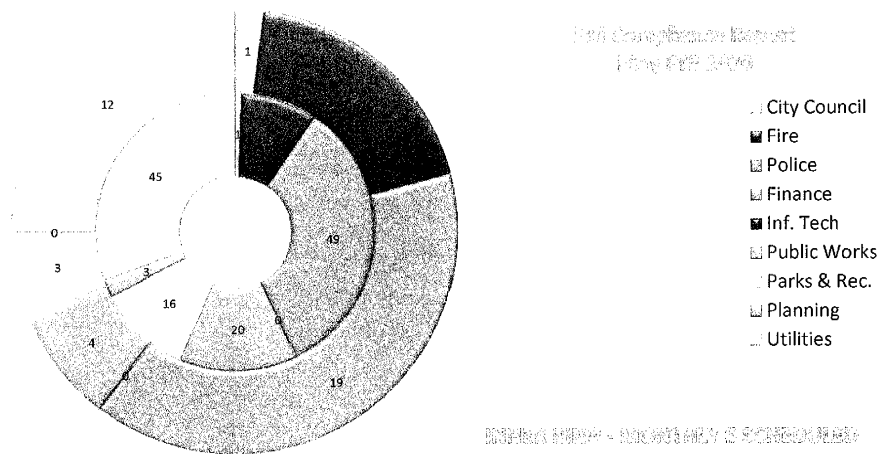
					Current %	
					PENDING	
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
CUSTODIAL					0%	0%
BUILDING MAINTENANCE	1			1	100%	33%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
FINANCE						
METER SERVICES	2	1		1	50%	75%
PLANNING						
PLANNING	1	1			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE					0%	0%
PUBLIC WORKS						
ENGINEERING	5	5			0%	0%
STREETS	9	8	1		0%	13%
STORMWATER	6	5	1		0%	10%
TRAFFIC	4	3	1		0%	15%
STORMWATER QUALITY	2	2			0%	0%
FLEET	7	7			0%	0%
TRANSIT	1	1			0%	0%
POLICE						
ANIMAL CONTROL	1		1		0%	60%
POLICE ADMINISTRATION	1	1			0%	33%
POLICE STAFF SERVICES	5	3		2	40%	78%
POLICE CRIMINAL INVESTIGATIONS	1	1			0%	13%
POLICE PATROL	20	13		7	35%	51%
POLICE SPECIAL INVESTIGATIONS	3	2		1	33%	45%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION					0%	100%
FIRE SUPPRESSION	8	6		2	25%	24%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	16	12		4	25%	29%
PARKS & RECREATION					0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	8	6		2	25%	35%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION					0%	11%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	33%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	11	7	1	3	27%	46%
UTILITIES INSPECTOR	3	3			0%	0%
UTILITIES WRF						
WRF ADMIN	1			1	100%	100%
WRF INDUSTRIAL					0%	100%
WRF BIOSOLIDS	3	1		2	67%	100%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	3	3			0%	29%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	2	1		1	50%	50%
SANITATION COMMERCIAL	4	3		1	25%	47%
SANITATION TRANSFER	5	3	1	1	20%	35%
SANITATION COMPOST	1	1			0%	63%
SANITATION RECYCLE					0%	67%
SANITATION YARD WASTE	4	1		3	75%	38%
CITYWIDE TOTAL	138	100	6	32	23%	36%

PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

October FYE 2021

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past	Days L Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
CITY CLERK									
0601	2016 Ford F350	Facility Maintenance	11/1/2020	10/22/2020	-10	days	10/22/2020	Light Repair	PM-N 10/22/2018
FIRE									
033T	2002 10x6 Utility Trailer	Fire Suppression	11/1/2020	5/13/2020	-172	days	8/13/2020	Light Repair	PM-A 5/13/2019
5003	2007 Dodge Charger	Fire Prevention	113846	112820	-1026	miles	9/24/2020	Light Repair	PM-D 3/5/2020
0036	2004 Ford F250	Fire Suppression	2/13/2183	12/19/2182	-56	miles	10/27/2020	Light Repair	PM-C 11/25/2019
PSST									
LEDT2	2010 Ford Crown Vic	PSST Patrol	11/1/2020	9/6/2020	-56	days	9/24/2020	Light Repair	PM-C 9/6/2020
POLICE									
1067	2014 Chevy Tahoe	Police Special Investigations	93107	90445	-2662	miles	8/25/2020	Light Repair	PM-C 3/10/2020
1146	2010 Ford Crown Vic	Police Patrol	123121	121121	-2000	miles	8/11/2020	Light Repair	PM-C 3/23/2020
1170	2008 Ford Crown Vic	Police Patrol	236842	237029	187	miles	8/11/2020	Light Repair	PM-C 5/22/2020
1040T	2001 TM W/CH Trailer	Police Staff Services	11/1/2020	5/8/2020	-177	days	4/5/2019	Light Repair	PM-A 5/8/2019
1069T	2010 Pacer 6x10	Police Special Investigations	11/1/2020	2/13/2020	-262	days	5/6/2020	Light Repair	PM-A 2/13/2019
1167	2005 Ford Crown Vic	Police Patrol	190660	188470	-2190	miles	10/15/2020	Light Repair	PM-D 1/10/2018
1185	2009 Ford Crown Vic	Police Patrol	120510	117814	-2696	miles	9/10/2020	Light Repair	PM-C 3/5/2020
1192T	2008 Nicoma 12x6 Utility	Police Patrol	11/1/2020	10/10/2020	-22	days	10/20/2020	Light Repair	PM-A 10/10/2019
1011	2011 Chevy Impala	Police Staff Services	60528	59708	-820	miles	10/27/2020	Light Repair	PM-C 11/25/2019
1029	2016 Ford Explorer	Police Administration	33580	31704	-1876	miles	9/24/2020	Light Repair	PM-C 3/2/2020
SANITATION									
0293	2018 Peterbilt 367 Trans Truck	Sanitation Transfer Station	139388	130156	-9232	miles	10/29/2020	Heavy Repair	PM-C 7/29/2020
0235	2018 Peterbilt 348 Rolloff	Sanitation Commercial	2962	2881	-81	hours	10/27/2020	Heavy Repair	PM-C 7/29/2020
0274	2005 IHC 7400 Rearloader	Sanitation Yard Waste	19542	19602	60	miles	10/5/2020	Heavy Repair	PM-C 10/23/2019
PARK MAINTENANCE									
0416	2018 John Deere Z960M Ztrack	Park Maintenance	377	340	-37	hours	10/6/2020	Light Repair	PM-C 11/11/2019
422M	2014 Bradco SS	Park Maintenance	11/1/2020	7/21/20	-103	days	10/9/2020	Heavy Repair	PM-C 1/21/2020
FINANCE									
0066	2014 Ford F150	Finance Water Meter Services	11/1/2020	3/15/2020	-231	days	6/5/2020	Light Repair	PM-N 3/15/2018
6911	2015 Ford F150	Finance Water Meter Services	27063	26991	-72	miles	10/28/2020	Light Repair	PM-C 6/18/2019
PUBLIC WORKS									
123G	2005 Briggs Generator	Streets	11/1/2020	2/22/2020	-253	days	7/23/2020	Light Repair	PM-C 2/22/2019
UTILITIES									
578T	2018 Lamar 14x77 Utility Trailer	WRF Water Reclamation	11/1/2020	8/24/2020	-69	days	8/27/2020	Light Repair	PM-A 8/24/2019
0308	2017 Ford F250	Water Line Maintenance	41490	40554	-936	miles	10/15/2020	Light Repair	PM-C 2/10/2020
0337	2012 International Dump Truck	Water Line Maintenance	5751	5666	-85	hours	10/20/2020	Heavy Repair	PM-C 5/14/2020
307T	2016 Belshe Trailer	Water Line Maintenance	11/1/2020	10/28/2020	-4	days	10/28/2020	Heavy Repair	PM-A 10/28/2019



Department	Scheduled	Missed/late	% Late
City Council	1	1	100.0%
Fire	13	9	69.2%
Police	49	19	38.8%
Finance	0	0	0.0%
Inf. Tech	0	0	0.0%
Public Works	20	4	20.0%
Parks & Rec.	16	3	18.8%
Planning	3	0	0.0%
Utilities	45	12	26.7%
Citywide Total	147	68	46.2%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

October 2020

IN GALLONS	FYE 2021	FUEL REPORT		
		<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	18,081.00		20,599.00	22,974.24
Outside - sublet	1,054.00		640.00	4,139.04
TOTAL	19,135.00		21,239.00	27,113.28
TOTAL		<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	19,458.45		22,376.81	18,835.20
				4,139.04

FYE 2021 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	79,363.02	77,330.22	69,453.30	16,452.20

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.34	Low	\$1.13	UNLEADED	High	\$1.34	Low	\$1.13
DIESEL	High	\$1.25	Low	\$1.18	DIESEL	High	\$1.25	Low	\$1.18
CNG	High	\$0.84	Low	\$0.84	CNG	High	\$1.37	Low	\$1.37

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$66,885.64	Month Total Public CNG Sales	\$4,139
BATTERIES	\$951.34	FYE 2021 To Date Public Sales	\$16,452
OILS/FLUIDS	\$3,328.73	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$23,238.94	Total Sold Gallons Life To Date	932,768
SUBLET REPAIRS	\$29,269.86	Total Gross Sales Life To Date	\$1,336,973
TOTAL SPENT ALL parts/sublet	\$123,674.51	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Statio	2,384,136

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	8	25	18	167
EMERGENCY ROAD CALLS	21	19	30	235
PM SERVICES	126	131	130	1526
INCLEMENT WEATHER	1	0	0	2
WORK ORDERS	541	487	542	5540
SCHEDULED REPAIRS	186	179	186	2113
NON SCHEDULED REPAIRS	273	241	356	2904

	1	8	6	44
	4	2	5	45
	83	76	73	963
	0	0	0	0
	216	221	208	2514
	107	105	103	1304
	72	79	105	1020

	5	8	11	107
	17	17	25	168
	32	44	43	390
	1	0	0	1
	255	207	245	2,178
	54	61	67	639
	152	121	178	1,474

Transit Shop		LAST Month	YEAR TO DATE
ROAD SERVICE	2	9	7
EMERGENCY ROAD CALLS	0	0	6
PM SERVICES	9	11	111
INCLEMENT WEATHER	0	0	0
WORK ORDERS	64	54	467
SCHEDULED REPAIRS	22	13	176
NON SCHEDULED REPAIRS	44	36	273

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2021

October 2020

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	110.32	72%	84.7%	12.7%	
# 002	128.24	72%	87.7%	15.7%	
# 003	106.30	72%	77.8%	5.8%	
# 004	109.44	72%	100.0%	28.0%	
# 006	112.21	72%	80.2%	8.2%	
# 007	107.88	72%	81.6%	9.6%	
# 008	100.75	72%	79.4%	7.4%	
# 009	101.61	72%	76.5%	4.5%	
# 010	121.89	72%	82.5%	10.5%	
# 011	124.70	72%	71.1%	-0.9%	
# 012	118.19	72%	82.4%	10.4%	
# 013	138.56	72%	86.6%	14.6%	
# 014	74.02	72%	52.0%	-20.0%	
# 016	116.28	72%	84.0%	12.0%	
# 018	94.42	72%	76.1%	4.1%	
# 021	112.37	72%	83.9%	11.9%	
# 028	0.00	72%	#DIV/0!	#DIV/0!	

DIRECT LABOR HOURS

1777.18

TOTAL AVAILABLE HOURS

2219.66

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

80.1%

UTILITIES

13

Monthly Report

October 2020

LINE MAINTENANCE:

Waterline Capital Projects

- Bergundy Court – 100%
- Drawbridge Lane – 55%
- Morren Drive – 100%
- Rhoades Drive – 100%
- Stinson Street – Deferred
- Wellsite Drive – 100%

Drawbridge Lane: WA0334: - Staff will replace 1,200 feet of 6" Ductile Iron with 6" C-900 PVC from Castlerock Road to Stonehurst Street and back to Castlerock Road. Staff laid 520 feet of 6" PVC, replaced 16-meter service connections, and repaired four irrigation systems on the first 700 feet of the project, 55% complete.

Water Line Breaks – 15 in October

Sewer Line Data

- Total obstruction service requests - 22
 - Private Plumbing: 22
 - City Infrastructure: 0
 - Sanitary Sewer Overflows: (0)

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.69 MGD
- Total flow: 52.39 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, Barrett L. Williamson Architects selected to provide design and construction services for the projects. approved preliminary design contract K-1920-109 with Barrett L. Williamson Architects on 01/28/20 for \$124,550. Preliminary design expected to be completed in October 2020.

WASTEWATER PROJECTS:

Sewer Maintenance Project FYE17 (WW0307): Annual project will replace 28,500 feet of deteriorated sewer lines with high density polyethylene (HDPE) pipe and rehabilitate or replace 161 manholes. Area is bounded by Cavecreek Street and Pinecrest Street to the north, Sequoyah Trail and Woodcrest Creek Drive to the west, Rock Creek Road to the south and 12th Avenue NE to the east. Change Order No. 1 was a no-cost change order approved with the contract award. Change Order No. 2 was approved and added approximately 1,000 feet of 12-inch pipe replacement along Chautauqua Avenue from Symmes Street north to just south of Main Street. Change Order No. 3 was added to the project to address unforeseen storm sewer conflicts along Chautauqua and to also

eliminate cleanouts for sewer service lines. The contractor has replaced approximately 11,000 feet of line. The replacement within Chautauqua has been completed and work is ongoing within the Woodcrest Addition.

Engineer: Staff with assistance from Lemke Surveying

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet (5 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Westbrook Terrace to the North, Highway 9 to the Southwest and Berry Road to the East. Preliminary project layout and scope definition are complete. Line Maintenance staff completed television work 10/19/18 and forwarded to NUA engineering staff; NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 02/12/19; Lemke completed initial survey work and delivered draft plans to NUA 07/03/19. Plans are being reviewed by Line Maintenance and NUA staff. Additional funding of \$1.96M is proposed in the FYE21 CIP budget. Staff reviewed plans in October 2020 and final plans are complete.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet (over 4 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Peter Pan St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress. Line Maintenance has begun internal video survey of project area which should be complete by December 2020. Award contract to Lemke for surveying and drafting assistance should be in December 2020.

Engineer: Staff with assistance from local surveyor

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. APAI and staff negotiated scope and price of Compost Reuse Pump Station project; the NUA approved Contract 1819-82 with APAI 12/11/18 to design the project using UV reuse water at the compost facility. Staff met with APAI on 02/08/19 to discuss project with Compost Facility staff and discuss potential project solutions. 100% plans submitted to DEQ 06/19/19 and the DEQ approved the plans 07/15/19. Pre-Bid Conference held 09/12/19 with five contractors attending; bids will be opened 09/19/19. Four bids were received 09/19/19 ranging between \$438,670 and \$635,892 and were much higher than estimated; staff has met with low bidder in attempt to reduce costs and is awaiting additional information. APAI and staff have worked to reduce project scope and cost and we met with the low bidder, Mathews Trenching, in an attempt to reduce the price. Negotiations were only able to reduce the price to about \$350,000 that is still too much to justify contract award. Bids were rejected and the project will not proceed. Staff will work with DEQ to select and bid another SEP project. DEQ agreed but demanded a quick turnaround time so staff selected a solar installation project on top of the UV building at the WRF. NUA approved design contract July 14, 2020 for solar project. Construction began in October 2020 and was complete final week of October 2020. DEQ has scheduled a final inspection for Friday December 11, 2020.

WRF Land Purchase (WW0170): 20-acre parcel to west and south of WRF is being considered for purchase with portion of land for potential WRF expansion and area south of Bratcher Minor Road for potential Compost Facility expansion. Appraisal of property obtained March 6, 2020. Phase I Environmental Site Assessment completed in June 17, Council approval received July 14th. Property closed September 2, 2020. This will be last report for this item.

WRF Reuse Pilot Study (WW0317): Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. Pilot project may be co-funded through a Bureau of Reclamation grant. FYE19 funding is for preliminary engineering with pilot phase to be funded in future years. Letter regarding pilot study protocol submitted to DEQ June, 2019. Application was submitted in September and we learned in December that we will be receiving up to \$700,00 in grant funding. Staff held a check receiving / project kickoff ceremony January 31, 2020 at the Central Library. NUA approved Garver's contract February 11, 2020. Staff is preparing an agenda item to bring BOR contract forward for NUA approval but awaits final contract from BOR. NUA approved Amendment No. 1 to Garver's contract June 23, 2020 to allow them to administer all of the rental equipment and sampling/analyses on behalf of WRF. Garver and NUA have continued meeting on a bi-weekly basis to develop a sampling protocol, and delivery and installation of equipment for pilot testing has also continued.

SE Norman Lift Station Payback (WW0306): Staff has recently updated the wastewater model to project flows generated from full build-out of the Destin Landing Development in SE Norman. A series of interceptors as well as one large lift station with flow equalization can eliminate one existing and three proposed lift stations in southeast Norman. This project will estimate project costs, assign wastewater generation estimates to undeveloped properties to be serviced, and prorate payback costs per parcel based on wastewater generation projections. Developers might initially fund the lift station and/or the NUA with a portion of the funding paid back as additional areas develop. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, staff selected Search, Inc. to prepare the sewer service area study and evaluate its potential as a payback project. Staff expects to bring a contract forward to NUA in December, 2020.

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 accomodate the full build-out wastewater flows. The project area generally lies between Highway 9 and Constitution and between Jenkins and Classen Boulevard. Staff will soon prepare an RFP to select design consultant for this and other water/sewer projects.

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. After discussions with the Parks Department, the City of Norman will continue to lease the property needed for this project and will not purchase the property outright. Therefore, the project was kicked back off to identify the best alignment and then move forward to final design, easement acquisition (as necessary), bidding and construction. Geotechnical work has been completed and potholing will be completed in September 2020 allowing the design to be finalized. Downstream manhole rehabilitations were also added to the project due to severe corrosion that has deteriorated the manholes impacting their structural integrity. Design is progressing based on field investigations and 90% plans will be submitted in November.

Class A Sludge / Co-Composting (WW0312): This Project includes evaluation of biosolids co-composting via the windrow method to achieve Class A Biosolids for the Norman Utilities Authority (Owner) in Norman, Oklahoma. An evaluation of sites near the Water Reclamation Facility (WRF) will be evaluated as well. This scope of services also includes modification and update to Norman Water Reclamation Facility's existing Sludge Management Plan. Technologies were screened and Windrow Composting was determined by the Engineer to be the best alternative due to capital cost and operational familiarity considerations. The engineering contract was approved November 2018, Staff and Garver made multiple visits to similar facilities from April to June, Draft of the TM1 was submitted in July, and TM1 completed September 6, 2019.

Engineer: Garver, Inc. (Steve Rice)

Septage Receiving Facility (WW0319): The Water Reclamation Facility (WRF) is often contacted regarding the possibility of taking trucked wastewater from hauling companies. Delivery of trucked wastes is not typically approved due to the undocumented quality of the trucked waste. Oklahoma City is currently the only municipal location in the metropolitan area for haulers to dispose of septage. The WRF could potentially generate revenue from companies

hauling septage (septic tank clean-outs) and other acceptable wastes. Additionally, City of Norman residents utilizing a private sewage system could benefit through their private haulers having a closer disposal solution. To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted for FYE20. The draft report was received in May 2020 and significant revisions were requested and a revised report was received late June 2020. Additional revisions will be required but will be done and received in November 2020.

Engineer: Olsson, Inc. (Kevin Rood)

WRF Waste Sludge Blower Replacement Project: The Water Reclamation Facility (WRF) currently utilizes blowers to mixed waste activated sludge to agitate the sludge to allow for proper thickening prior to feeding the anaerobic digesters. The existing blowers have reached the end of their useful life and their replacement is warranted in order to maintain reliable operations. Project is complete and will be accepted on September 22, 2020. This will be the last report for this item.

WATER PROJECTS:

Waterline Relocation: I-35 Widening (WA0196): Unbudgeted project necessitated by ongoing widening of I-35. Total budget of about \$500,000 estimated for replacing three waterlines associated with the I-35 project (24-inch at Briggs Street, 12-inch at Brooks Street and 12-inch at 24th Avenue SW and Highway 9). Team of SAIC/Poe and Associates will prepare design plans as an amendment to the Lindsey Street widening project. ODOT expected to reimburse waterline relocation costs at end of project. NUA approved design contract with SAIC and ODOT relocation agreements on 10/22/13. Design is underway. ODOT has required I-35 crossing at Briggs Street to be deepened to 28 feet below grade; construction costs will increase approximately \$450,000. Project advertised 04/29/14 and three bids were opened 05/22/14; Matthews Trenching was the low bidder at \$997,875. NUA approved contract on 06/10/14; work began 06/11/14 and must be complete by 09/01/14. Bore and encasement and waterline installation complete at 24th SW and at Brooks Street and at Briggs Street. NUA approved Final change order #1 and project acceptance on 12/23/14. NUA submitted 1st reimbursement request to ODOT and \$840,780 has been reimbursed by ODOT; Final engineering invoice from Benham received and final payment has been made; staff requested ODOT reimbursement on August 7, 2020 in the amount of \$260,320.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 8,600 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include about 8,600 feet of 6, 8, and 12-inch PVC pipe. Easements are still being acquired for the project with five of the six parcels received.

Engineer: Cardinal Engineering. Staff is coordinating this work with ongoing WL construction by Sooner Fashion Mall. Final plans submitted to DEQ 05/08/20. Easement acquisition in August 2020, Bid project in September 2020.

Waterline Transmission: Timberdell and Chautauqua to Jenkins and Constitution – Segment D (WA0239): Project will install approximately 4,800 feet of 24-inch PVC C900 along the south side of Timberdell Road and then along the east side of Jenkins Ave within Reaves Park to the south side of Constitution Avenue. The existing 12-inch ductile iron pipe within Reaves Park will be abandoned and services will be transferred over to the new main. This project was recommended by the 2003 Water Master Plan (Segment D) and the future connection down to Highway 9 will be done by a future construction project.

Additionally, the recommended portfolio for the 2060 Strategic Water Supply Plan recommended a future non-potable irrigation system from the Water Reclamation Facility to irrigate Reaves Park to reduce the demand on the water system. This project will now be designed and bid with an alternate to install the recommended 16-inch non-potable water line parallel to the proposed 24-inch potable water line. The easement was acquired from OU in

March; the engineering design was completed in June and submitted to DEQ. The DEQ permit was received in August and an invitation to bid was issued September 19, 2019, Bid opening was October 10, 2019. Due to the low bid prices for the reuse line, the contract award included the 16-inch reuse line. The project is complete and final acceptance will be on September 22, 2020 docket. This will be the final report on this project.

Engineer: Poe & Associates, Inc. (Richard Grotte)

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave (WA0242): Project will reinstall approximately 6,800 feet of 30-inch PVC C900 along Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 2,100 feet of 12-inch water line from Canterbury Street to Flood Avenue. After initial field investigation and discussions with potential contractors, an alternative alignment further away from utility conflicts was evaluated and approved by the OU Board of Regents and accepted by Council. The project was bid and the contract was awarded to Garney Companies, Inc. in the amount of \$1,978,875.00. All remaining permits and approvals necessary for this project were obtained during October 2020. Contractor also commenced receiving delivery of and stockpiling materials for the project and completed all other mobilization activities. Installation of Line 3 (12" diameter water line on south side of Robinson being largely installed via directional bore by subcontractor, Cimarron Construction) should commence during the second week of November and installation of Line 1 (30" diameter transmission main on the north side of Robinson to be installed by general contractor, Garney) should commence on or about December 1, 2020. Garney expects to complete all project work by the Contract Completion Date in March 2021.

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

Waterline Replacement: Flood Avenue - Robinson to Venture (WA0328): Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Based on detailed field survey, the alignment appears to require the removal of the existing 16-inch line and installation of the new line in the same corridor. Water model simulations have indicated that this will not impact service levels but this work is going to be scheduled during the non-demand seasons to reduce the impacts of this outage. Comments on preliminary plans were provided to Engineer on April 3, 2020. Plans at 65 percent level were received and reviewed and comments were returned back to the consultant. Utility verification and potholing are being completed to allow for the design to be finalized.

Engineer: CP&Y, Inc. (John Leavitt)

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Staff is working with the Street Department to install new waterline under 3 intersections associated with the Lahoma Street reconstruction project which crosses the Gray/Tonhawa WL Replacement project. NUA and Guernsey staffs walked majority of project 05/02/18 to finalize proposed location and construction methodology. Open trench construction with pavement repairs was generally chosen in lieu of directional drilling at increased depth with pavement repairs at entry points and service line locations. 50% plan review completed in May 2019; submittal of Railroad permit application in June; Floodplain permit submittal and hearing July/August. Completion of design in September, submittal to DEQ for permit in September, completion of railroad permit in September and invitation to bid October 24, 2019. Bid opening November 21, 2019. Project has been bid and awarded with construction began in March 2020. To-date, approximately 2,500 feet of pipe has been installed of the 11,850 linear feet in the project.

Engineer: Guernsey (Larry Roach)

Water Treatment Plant Expansion (WA0291/WB0292): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08/14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans completed and DEQ approved all variances associated with the project. The NUA loan in the amount of \$31 million was approved by OWRB January 17, 2017. NUA approved acceptance of loan January 24, 2017 and loan closing was January 31st with a rate of 2.81% locked in for 15 years. Bids were opened 3/23/17. Low bidder was Foley Company of Kansas City, Missouri followed by Archer Western and Garney. NUA approved Foley Company's contract and bonds in the amount of \$29,990,165 5/9/17. Staff held the pre-construction meeting 5/31/17 and construction is underway. Contractor began by relocating lines that interfered with new chemical building. Contractor completed 104 required piers for chemical building, installed all ductwork, poured slab and building is roofed and equipment being installed. Contractor excavated ozone contact basin, installed piping, poured slab and completed roof. Contractor excavated UV building, poured slab and inside is nearing completion. Large piping was completed that passed through UV building. First partial plant shutdown was held 11/13/17 and the project has required 5 others to date. All shutdowns have been without issue. The high pressure plane pumps have been installed and were placed back in operation 4/23/19. Maintenance building is 99% complete and is being used to store equipment. Administration building is 90% complete. Contractor has completed \$29,189,188 of the \$30,515,462 total contract. Staff is running new Sodium Hypochlorite (chlorine) system for two weeks and if successful with no disruptions, gas chlorine cylinders will be shipped back to manufacturer. The new Liquid Ammonium Sulfate (LAS) is currently be fed as well as Fluorosilicic acid (fluoride). Once the old chlorine units are removed. The water treatment had two unexpected pipe failures December 13 & 14 and caused a shut down over the holidays. Repair was made and plant restart January 13, 2020. Buildings are near completion and Contractor is requesting final inspections for Certificates of Occupancy. Project completion date is now anticipated to be end of June 2020. City Manager approved CO#3 in the amount of \$37,487.96 for NUA approval since under \$40K on April 3, 2020 and approved CO#4 in the amount of \$37,614.13 May 18, 2020 and CO#5 in the amount of \$20,398.71. Contractor, consultant, and staff met August 7, 2020 and discussed final punch list completion progress. There were 1474 punch list items identified. Contractor and staff are completing final ones this month and expect to complete by end of November. A final change order will be brought forth upon completion of the project.

.Engineer: Carollo Engineers (Amber Wooten)

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

Water Rights Permitting Cowan (WA0212): Cowan submitted a technical memorandum 7/1/16 for staff's review and edits. Staff met with Cowan Group December 7, 2016 and decided to pursue Option #3 of the technical memorandum which states to obtain additional water rights for the upcoming 10-12 wells. Cowan was in a holding pattern until Carollo finalized well sites. Cowan received well locations from Carollo March 12, 2018 and have been revising approach for seeking water rights to fully utilize former prior water rights. Cowan has also been asked to plan a water right coverage to fully supply the horizontal well. Cowan discussed at the well kick-off meeting January 23, 2019 that prior water rights would be transferred for all new wells drilled and they will provide sufficient water rights so that additional rights are not needed at this time. Cowan has begun the water rights process and submitted an application to OWRB on behalf of NUA. Due to COVID 19, OWRB are all working from home and seem to be behind on processing our request. Application was reviewed by OWRB and they asked to advertise in local paper September 24, 2020 and October 1, 2020. Certified mail was sent out simultaneously to landowners located within

1,320 feet of the new wells. Staff attended a Ward 5 meeting where 10 attendees were worried we are going to drain the aquifer. Staff explained that we closely monitor the water levels in the aquifer and this has not been a problem and it is not expected to be a problem. The OWRB will approve at their November or December 2020 meeting depending on what objections, if any, they receive.

Engineer: Cowan Group (Jeff Cowan)

Well Field Blending at WTP (WA0214) and Wellfield Design:

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 32 active wells from being at 31 previously. APAI is performing a model scenario for the well field and defining potential blending/treatment sites for the wellfield as a whole. APAI presented their draft findings in a webcast Monday May 11th and submitted a draft technical memorandum May 29, 2020. Staff reviewed tech memo and made edits. APAI made corrections and submitted final report 7/1/20. Staff will determine next step for this project.

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

Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. The NUA also approved CO#1 December 10, 2019 for Layne's contract to add 3 additional wells to the original 6 as shown in the contract. This change order also added days to contract and completion date is now December 2020. Held kick off meeting January 23, 2019 and since Layne had drilled all test holes, the plan was to begin final well drilling January 2020. Layne's rig was under repair so final well drilling didn't begin until February 18, 2020. Crews have completed all wells and are now complete with all 6 monitoring wells. 1 deep monitor well failed and was re-drilled in September. Well house construction is underway and the first slab was poured June 11, 2020 at Simpson. All well pads are complete, walls installed, and 4 are roofed and dried in. Electrician is completing work on Shaver and will be complete next week.

Engineer: Carollo Engineers (Rebecca Poole)

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On

6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC. Though MNTC, JD McCarty, and Veterans Center are not onboard with installing master meters at this time, staff will work with USPS to install 2 additional meters at their facility. Our consultants for the Robinson water line project 24th NE to 12th NE have begun discussion with OMES and Department of Mental health regarding easements for both water line and meter vaults. Staff anticipates having an agreement established by December 2020

WTP Backwash Tower Resurfacing Project – This project has been delayed as to not interfere with the current ongoing WTP Phase II project. Staff met with a consultant that will be preparing the specifications for recoating. NUA approved design contract with Dunham Engineering on September 25, 2018. Preliminary design was complete by June 2019 and construction will not be scheduled until October 2019 after the work of WTP Phase II is complete. Project opened bids September 12, 2019. CTEX from Texas was apparent low bidder at \$220,000. NUA approved the contract October 22, 2019. CTEX met with staff March 9, 2020 at the WTP and held a pre-construction meeting. After looking at site, CTEX and WTP staff agreed that April 1, 2020 is a good start date for the project. Crews were delayed and mobilized to site April 13th. The contractor for this project began in April and completed the project June 10, 2020. NUA approved the final payment and project acceptance July 14, 2020. Staff will close project out.

Engineer: Dunham Engineering (Joe Seiter)

Water Metering / Billing Audit Project – This project began in March 2018. Staff is working along with a meter consultant to randomly check approximately 130 domestic meters for accuracy. Meters were sent April 10, 2018 to a third party testing facility that will be used to verify accuracy of measurements. The consultant will compile findings within a report for staff review. Report was received October 2018 and after reviewing results, the ROI was not favorable at this time. Staff is continuing research for a better method to improving our meter replacement program.

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant prepared scope and fee in January for staff to consider and contract negotiations are underway. A scope and fee have been agreed to and a contract was considered by NUA November 26, 2019. Project kickoff meeting is scheduled for week January 14th. Consultant met with staff 5/6/20 and reviewed 35% plans and specs. Soil borings were taken along Robinson on May 27, 2020. Received updated 35% plans 7/6/20 and staff held a plan review on Zoom with Consultant August 4, 2020. Jacobs is continuing with 65% design and submission of same for review is anticipated in November 2020.
Engineer: Jacobs Engineering (Lars Ostervold).

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC was approved by NUA 12/11/18. Survey has been completed and a technical design memo was completed and reviewed by staff. With the existence of several large trees that will be impacted, staff held a neighborhood meeting 4/10/19. Approximately 21 people attended representing OU, sororities and fraternities, homeowners and landlords. The direction taken from the meeting was to start this summer and work through fall until completion. Staff offered summer work only and perform over two summers but it was unanimous 21 votes to start and continue until finished. It was also decided to install water line in the street and not under sidewalks. Staff followed up with meetings between consultant and potential contractors and it was decided that the project must be split into 2 summer phases to be successful. Phase I will begin July 1, 2019 and complete December 2019. Phase II is scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened 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 was performed Friday November 8, 2019 and project had minor punch list items to complete. NUA approved final as-bid to as-built quantities change order January 28th. Phase II will be delayed until March 2021 and construction will begin May 17, 2021.

Engineer: Cabbiness Engineering, LLC (Sean Price)

Water Wells Water Line: 108th & Tecumseh – Cardinal Engineering was selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 12, 2019. Project design is underway and project will bid June 2020. Staff finalized review of plans and advertising ran July 23 and July 30, 2020. Bids were opened August 13, 2020 and Hammer Construction was low bidder. NUA approved Contract K-2021-11 with Hammer on September 8, 2020. Notice to Proceed with construction was issued in early October 2020. Hammer mobilized immediately thereafter, and, to date, has installed more than 1,000 LF of 12-inch PVC water on 108th Ave N.E. between Timberline and Tecumseh. Work is on schedule to be complete on or before the contract completion date in March 2021.

Engineer: Cardinal Engineering (Josh Risely)

Water Wells Water Line: 60th and Franklin – Garver Engineers were selected as the consultant for one of the well water line projects. The consultant prepared scope and fee for staff to consider and NUA approved contract November 26, 2019. Project kickoff meeting was held December 19, 2019 and design is complete. Staff will advertised July 16 and July 23, 2020 and bids were opened August 6, 2020. SMC Utility Construction was low bidder at \$1,082,550. NUA approved Contract K-2021-12 with SMC on August 25, 2020. Notice to Proceed with construction was issued on September 10, 2020. SMC has since mobilized and installed approximately 2,000 LF of 12-inch water line from Contract Limit on Franklin south of 36th Ave N.E. to a point north of 36th Ave N.E. Work should be complete in March 2020.

Garver Engineers (Daniel Ethington)

Cascade Water Tower & Lindsey Water Tower – Dunham Engineering is performing detailed inspections on these two towers May 11th and will prepare engineered cost estimates to use for budgeting and planning purposes. Staff is reviewing the costs of Lindsey tower. NUA approved design contract with Dunham Engineering July 14, 2020 for the Cascade Tower Resurfacing Project. Design is underway. Project was advertised September 3rd and 10th. Bids were opened on September 24, 2020. Bids were competitive with a total of eleven (11) bids received. G & L Tank Sandblasting and Coatings, LLC was the low bidder with a bid in the amount of \$79,400. Contract Award is anticipated in November 2020, with construction to start shortly thereafter and continue through the winter season with Final Completion still anticipated in March 2021.

Engineer: Dunham Engineering (Joe Seiter)

SANITATION CAPITAL PROJECTS:

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

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

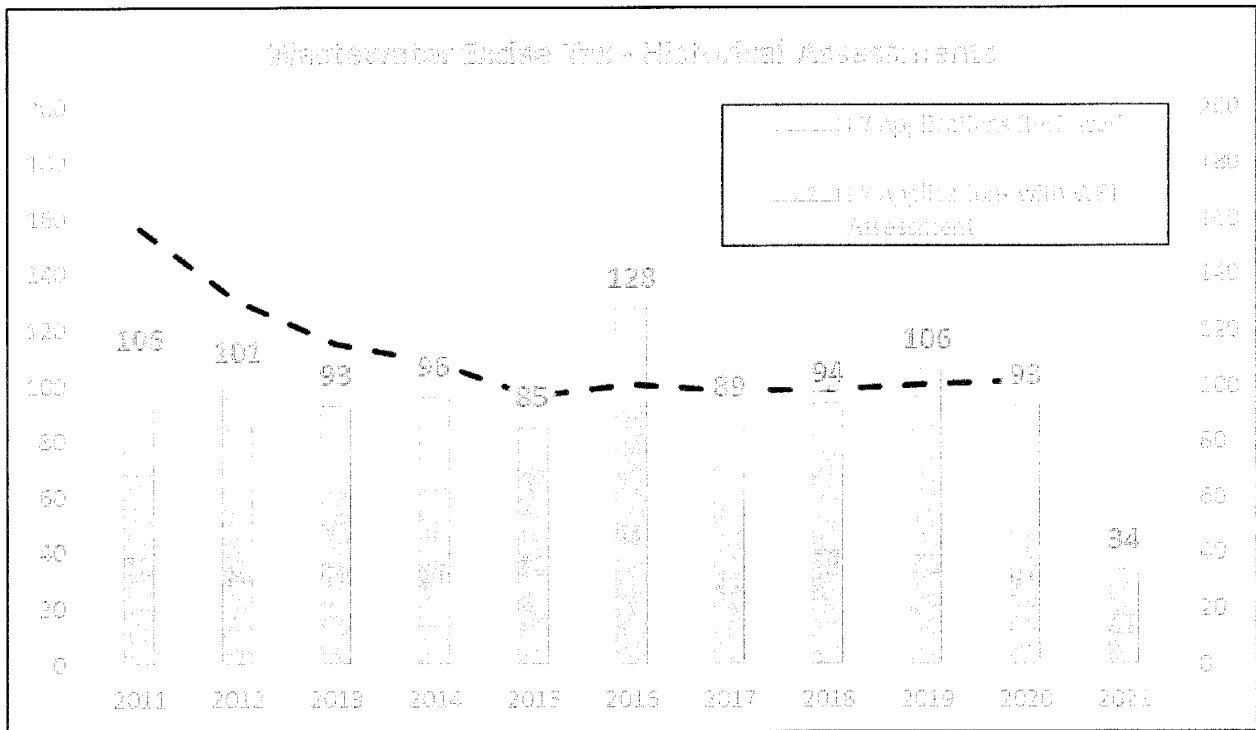
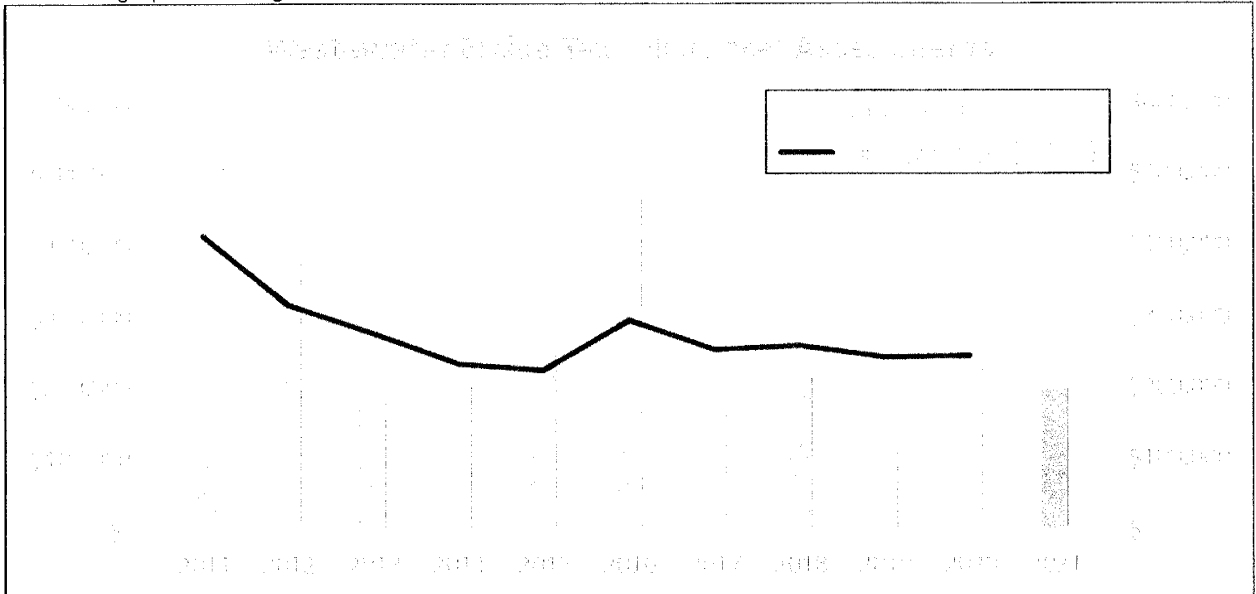
Preliminary design efforts have identified potential improvements to the final product that warrant modifications to the project scope that required a contract amendment with the Architect. Amendment No. 1 was approved by City Council in February 2020 and included changes to the site for the Household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

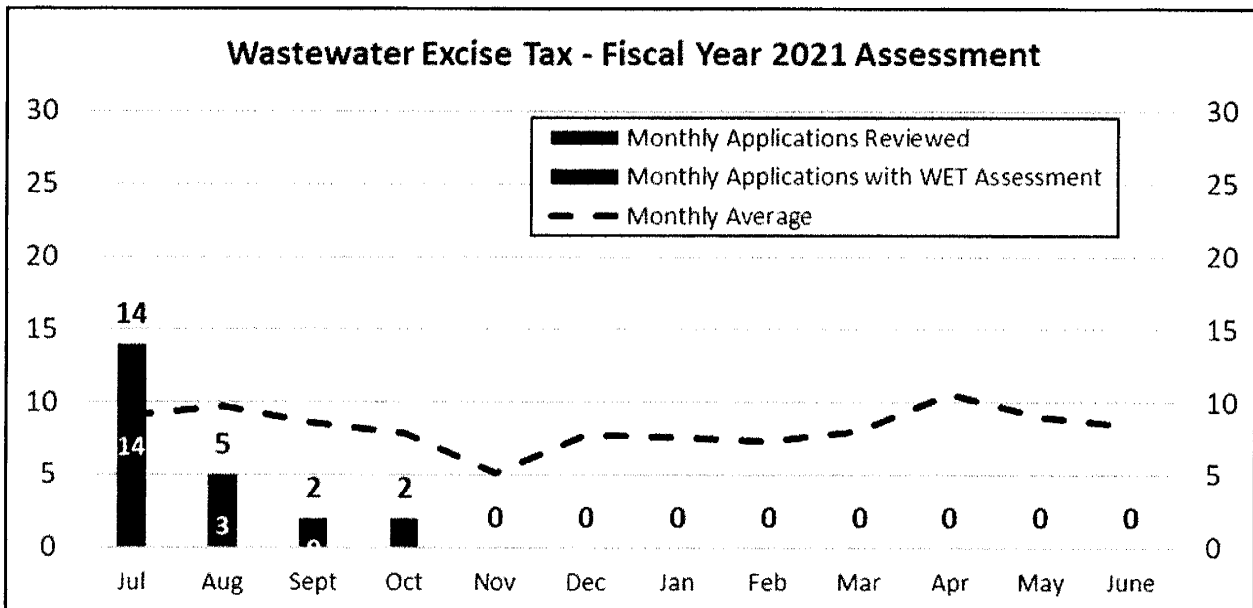
for vehicles entering and leaving the facility. 30% plans received in April; 70% plans received on May; Final plans October 2020.

Architect: Studio Architects, LLC (George Winters)

RECOUPMENT/PAYBACK PROJECTS:

WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on 2 commercial entities last month. No assessments were made since the projects were determined to not increase wastewater flows over the previous use of the site. Through September, 21 commercial properties were reviewed and a total of \$193,519.15 has been assessed to the 17 entities that will increase wastewater flows for the respective property. Below are graphs showing the amount assessed and the number reviewed.





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.

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.

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.

36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.

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. UNP Professional Center Lot 5 paid \$8,848.53 on 10/13/17 and Shops at Tecumseh Crossing paid \$9,485.15 on 10/06/17; total payback to date is \$87,074 of original project cost of \$346,134.

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.

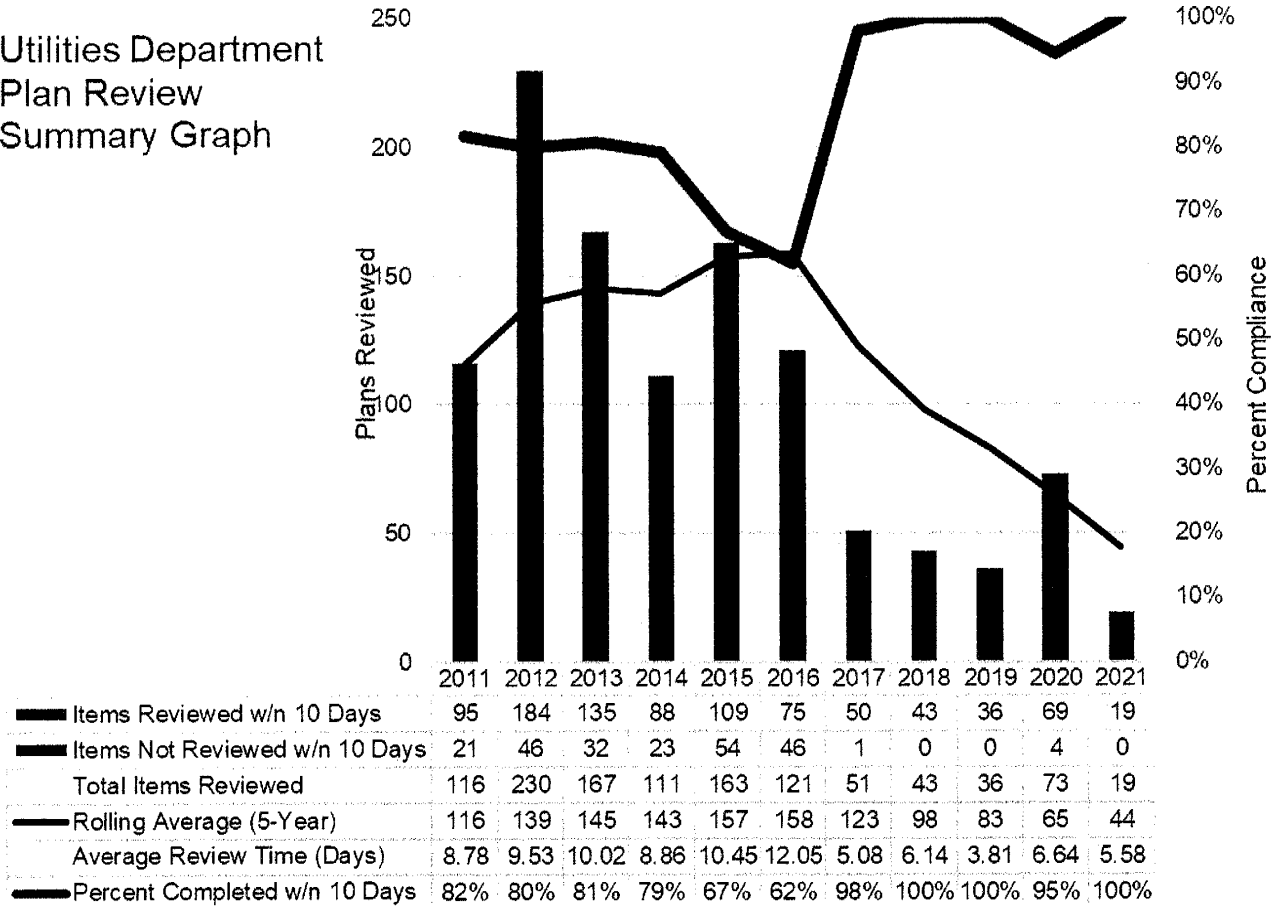
Interstate Drive Waterline Payback: NUA approved new payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the associated agenda item. This agenda item was approved 12/10/19 concurrently with the proposed Ruby Grant Payback project described below. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.

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.

Plan Review

Two plan sets were reviewed during September 2020. Staff have reviewed 19 plans to-date for FY2021 with an average review time of 5.58 days will all plans reviewed within 7 days.

Utilities Department
Plan Review
Summary Graph



Private Water Well Permits Issued

5 Water Well Permits 20-4078, 4227, 4237, 4311, 4370 were issued for month of October.

**OCTOBER 2020
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	October	Year to date
Fats, oil and grease (FOG) program	31	102
Food license approval	1	1
Significant Industrial Users	14	17
Total inspections	46	120

ROUTINE ACTIVITIES

	October	Year to date
Significant Industrial User sites sampled	0	0
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	50%
Household hazardous waste disposal calls	30	118
Immediate assistance requested	0	2

REVENUE

	October	Year to date
FOG Program	\$100.00	\$500.00
Surcharge	\$2,247.88	\$24,389.58
Lab Analysis Recovery	\$1,099.68	\$9,100.32
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$3,447.56	\$33,989.90

* revenue report not available

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided staff liaison support including attending meetings, preparation of minutes, and issue research.
2. ECAB members developed environmental tips and practices to be distributed to the media.
3. Members are working on public education material and projects for water issues and recycling.
4. Subcommittee is researching implementation of the US Mayors' Climate Protection Agreement.

MISCELLANEOUS ACTIVITIES

1. Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
2. Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
3. As of October 31, 2020, approximately 57,800,000 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 21 as a result of the FOG program.
4. Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Staff is assisting with plans for a permanent HHW facility.
9. Staff is developing new technically based local limits.
10. Staff held an electronics collection event October 17, 2020 and collected approximately 24, 600 pounds of waste.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 21		FYE 20	
October, 2020	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	0	3	0	1
Property Owner Responsibility	22	95	29	83
TOTAL	22	98	29	84
Number of Feet of Sewer Cleaned:				
Cleaned	82,221	344,361	95,187	355,090
Rodded	215	16,025	8,020	17,357
Foamed	0	81,695	0	81,183
SL-RAT (New Program)	20,590	66,710	35,893	39,023
TOTAL	103,026	508,791	139,100	492,653
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	1	0	0
Private	0	2	1	2
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	0	3	1	2
Feet of Sewer Lines Televised	15,836	84,060	11,185	83,832
Locates Completed	246	1,153	284	1,048
Manholes:				
Inspected	970	4,437	915	3,380
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	6	6	6	9
Hours Worked at Lift Station	423	789	186	612
Hours Worked for Other Departments	415.00	428.40	214	281
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	162	162	0	0
Average Response Time (Hours)	0.41	0.35	0.52	0.47
Claims Paid Per 10,000 People	0	0.0000	0	0.01

CITY OF NORMAN
DEPARTMENT OF UTILITIES
LINE MAINTENANCE DIVISION

MONTHLY PROGRESS REPORT
WATER MAINTENANCE

October, 2020	FYE 21		FYE 20	
	MONTH	YTD	MONTH	YTD
New Meter Sets:	43	194	29	162
Number Short Sets	43	192	28	161
Number Long Sets	0	2	1	1
Average Meter Set Time	4.95	5.03	5.38	5.15
Number of Work Orders:				
Service Calls	398	1,637	517	1,759
Meter Resets	1	3	0	1
Meter Removals	4	10	2	2
Meter Changes	34	218	113	333
Locates Completed	449	1,764	538	2,013
Number of Water Main Breaks	15	61	15	60
Average Time Water Off	2.69	2.30	1.80	2.26
Fire Hydrants:				
New	0	2	0	0
Replaced	3	3	2	4
Maintained	70	365	85	441
Number of Valves Exercised	139	807	114	542
Feet of Main Construction	350	139	0	1,083
Hours of Main Construction	363	1,371	258	1,611
Meter Changeovers	14	18	2	15
OJI Percentage	0.00	0.00	0.00	0.53
Hours Flushing/Testing New Mains	36	290	53	212
Hours Worked Outside of Division	481	509	121	259

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
October 1-31 2021

Flow Statistics

	FYE 2021		FYE 2020	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	337.6	1341.0	328.4	1321.3
Total Effluent Flow (M.G.)	332.7	1319.8	326.2	1288.0
Influent Peak Flow (MGD)	20.1	20.1	18.7	18.7
Effluent Peak Flow (MGD)	20.1	20.1	18.4	18.4
Daily Avg. Influent Flow (MGD)	10.9	10.9	10.9	10.8
Daily Avg. Effluent Flow (MGD)	10.7	10.7	10.6	10.3
Precipitation (inches)	3.5	13.5	2.0	7.6

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

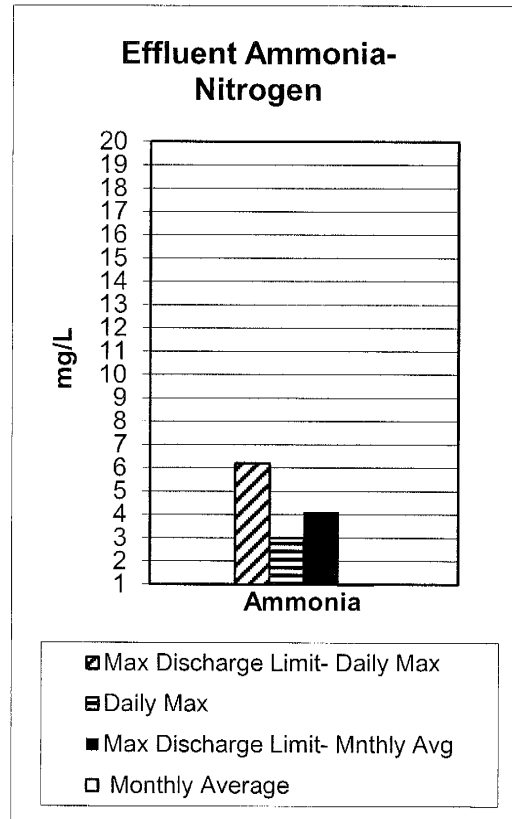
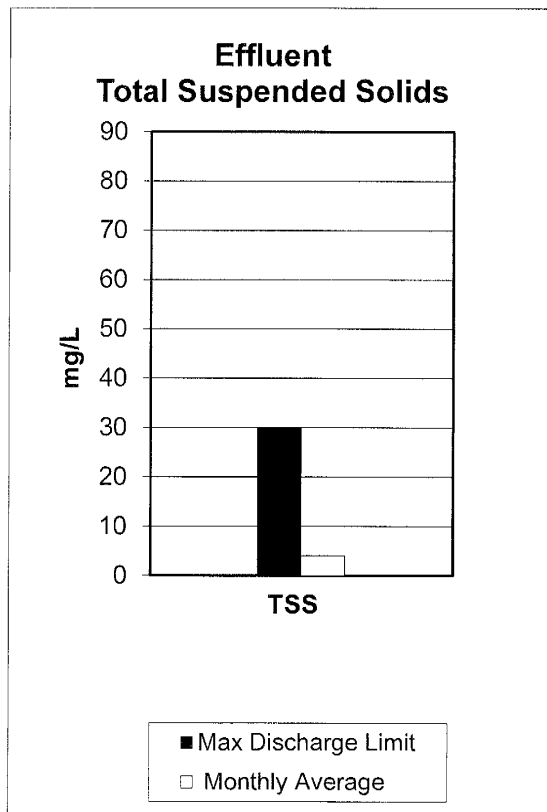
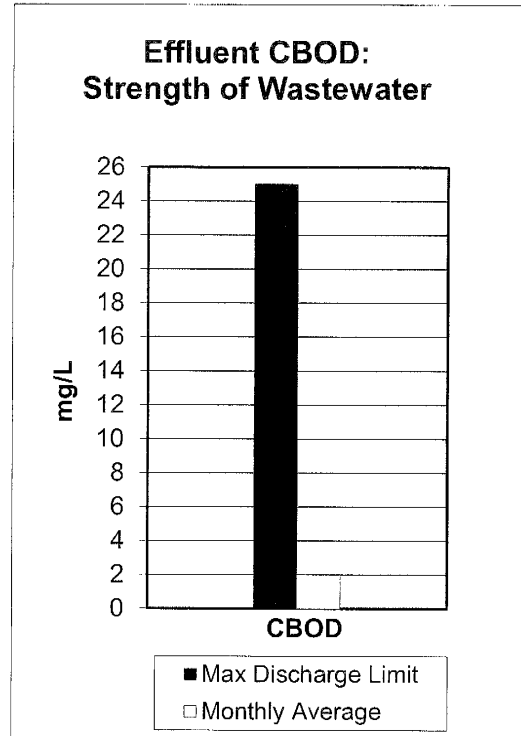
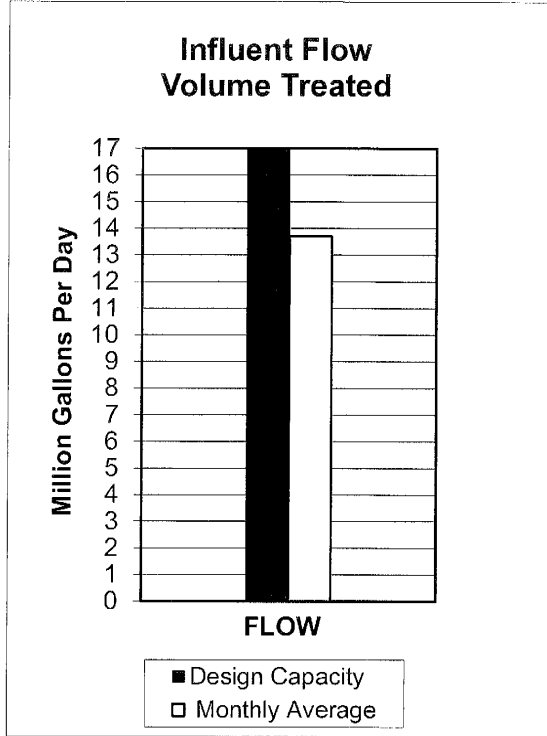
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	175	230
Effluent Carbonaceous Total	2	2
Percent Removal	98.9	99.1
Total Suspended Solids:		
Influent (mg/L)	404	255
Effluent (mg/L)	5	4
Percent Removal	98.8	98.4
Dissolved Oxygen:		
Influent (min)	0.4	0.3
Effluent (min)	6.6	7.0
pH		
Influent (Low)	6.8	6.9
(High)	7.2	7.5
Effluent (Low)	6.8	7.1
(High)	7.4	7.5
Ammonia Nitrogen		
Influent (mg/L)	27.9	30.7
Effluent (mg/L)	0.5	0.1
Percent Removal	98.2	99.7

Utilities

Electrical				
Total kWh Used (Plant wide)	463,260	1,878,960	479,840	1,756,880
Aeration Blowers	176,800	736,000	173,700	600,900
UV Facility	52,600	820,400	64,000	290,200
Natural Gas				
Total cubic feet/day (plant wide)	443,000	1,336,000	660,000	2,006,000
Public Education (Tours)	1	16	1	15
Total Attendees for FYE 21	16		24	
Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
OU Golf Course	6.0	22.9	10.5	52.7

E.coli Geometric Mean for October 2020 157 MPN (Limit is 630)

**CITY OF NORMAN
WATER RECLAMATION FACILITY
October 2020**



Comments here

**CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF UTILITIES**

MONTHLY PROGRESS REPORT

WATER TREATMENT DIVISION

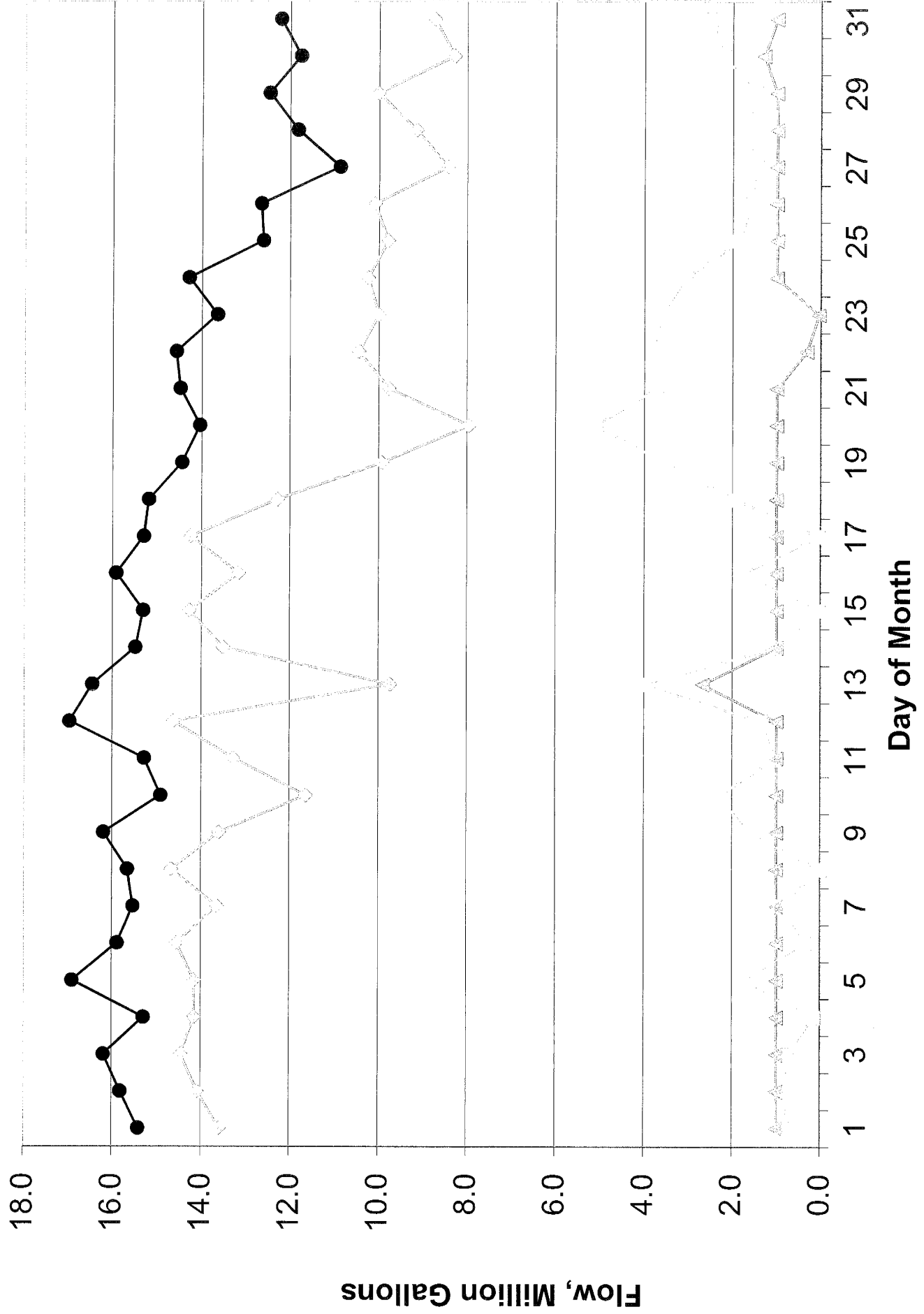
MONTH: October-2020

	<u>FYE 2021</u>		<u>FYE 2020</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	366.40	1650.83	315.31	1557.75
Well Production (MG)	55.72	310.06	78.50	400.18
Oklahoma City Water Used (MG)	31.06	126.40	30.82	121.51
Total Water Produced (MG)	453.18	2087.29	424.63	2079.44
Average Daily Production	14.62	16.97	13.70	16.91
Peak Day Demand				
Million Gallons	16.95	26.00	16.30	22.20
Date	10/12/2020	8/23/2020	10/7/2019	8/20/2019
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	2.65	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$770,046.82	\$2,945,836.88	\$666,007.71	\$2,732,696.17
Wells	\$198,070.42	\$857,339.09	\$204,656.89	\$868,976.33
OKC	\$74,232.83	\$333,232.12	\$70,266.40	\$312,903.75
Total	\$1,042,350.07	\$4,136,408.09	\$940,931.00	\$3,914,576.25
Cost per Million Gallons				
Plant	\$2,101.64	\$1,784.46	\$2,112.25	\$1,754.26
Wells	\$3,554.62	\$2,765.10	\$2,606.96	\$2,171.49
OKC	\$2,390.37	\$2,636.39	\$2,279.97	\$2,575.04
Total	\$2,300.08	\$1,981.72	\$2,215.88	\$1,882.52
Water Quality				
Total Number of Bacterial Samples	90	353	80	320
Bacterial Samples out of Compliance	0	1	0	0
Total number of inquiries (Note 2)	0	12	5	13
Total number of complaints (Note 2)	2	19	4	16
Number of complaints per 1000 service connections	0.05	0.47	0.10	0.40
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	0	1	4
Public Education				
Number of tours conducted	0	0	1	4
Number of people on tours	0	0	14	91

Notes:

Phase II construction - Contractor in process of completing the hydrogen peroxide feed system. Administration Building pending final punch list. Well 5 has lost communication - staff is troubleshooting issues. Well 59 pump/motor bad - replacement has been ordered.

Water Production for October 2020



CURBSIDE MONTHLY RECYCLING REPORT**Oct-21****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	82%
AVERAGE TONS PER DAY :	12.41
POUNDS PER HOME:	27.24

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.24%	4.77
#1 PET	4.00%	15.39
NEWS	0.00%	0
GLASS CONTAINERS	14.55%	55.98
MIX PAPER	38.26%	147.21
PLASTIC FILM	2.66%	10.23
#2 NATURAL	1.19%	4.58
#2 COLOR	1.09%	4.19
#3-#7	0.00%	0
METAL	0.59%	2.27
RIGIDS	1.41%	5.42
TIN-STEEL SCRAP	1.62%	6.23
TRASH	22.24%	85.58
OCC	11.15%	42.9
TOTAL	100.00%	384.75

MONTH

SERVICE CALLS (MISSES)	25
HOUSESIDE	5
REMINDER	1
SCATTERED	0
MISC.	0
REPAIR	5
NEW	44
ADD	3
MISSING	4
EXCHANGE	0
REPLACE	3
PICK UP	7
TOTAL CALLS	97.00

MONTH

LANDFILL COST AVOIDANCE	\$8,033.58
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MONTHLY TRANSFER STATION REPORT

October 2021

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	257.21	\$12,415.19
STANDARD TONS	1,461.98	\$84,510.21
RESIDENTIAL TONS:	507.79	\$14,368.40
PULL OFFS:	17.00	\$255.00
TOTALS:	2,243.98	\$111,548.80

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	498.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9671.69
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
TOTAL LOADS BROUGHT TO LANDFILLS:	498.00
GRAND TOTAL TONS TO LANDFILLS	9,671.69
DISPOSAL COST PER TON (OKC)	\$20.88
TIPPING FEE'S FOR DUMPING AT OKC:	\$201,944.89
GRAND TOTAL TIPPING FEE'S	\$201,944.89
# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	601.00
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3601.72
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	1103.00
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	4097.33
TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	1704.00
TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	7699.05
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	156.70
TOTAL TONS RECEIVED AT TRANSFER STATION	10082.73

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2020

	FYE 20		FYE 21	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	1	2	1	4
<u>On The Job Injuries</u>	1	2	4	7
<u>Bulk Pickups</u>	0	99	0	92
<u>Refuse Complaints</u>	95	363	84	378
<u>New Polycarts Requests</u>	57	237	97	281
<u>Polycarts Exchanges</u>	8	37	9	37
<u>Additional Polycart Requests</u>	55	251	46	264
<u>Replaced Stolen Polycarts</u>	19	83	9	100
<u>Replaced Damaged Polycarts</u>	78	371	49	420
<u>Polycarts Repaired</u>	65	213	28	166

COMPOST MONTHLY REPORT

OCTOBER 2021

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	99.54
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 2,078.40
TONS BROUGHT IN BY PUBLIC:	4,260.00
TONS BROUGHT IN BY CONTRACTORS :	12,820.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	240.00
LANDFILL TIPPING FEE'S	\$ 20.88
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 361,641.60
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 363,720.00
REVENUE COLLECTED FROM COMPOST SALES:	\$2,640.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$0.00
TOTAL TONS COLLECTED	17,419.54

	MULCH CUBIC YDS	COMPOST CUBIC YDS
	MONTH	MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		
DRYING BEDS		
COMPOST SOLD BY CUBIC YARDS		793
MULCH SOLD BY CUBIC YARDS	380	
TOTAL:	380	793

Drop Center Report

OCTOBER 2020

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	Lbs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$500.00	\$0.00		0	0	0%	\$20.88	\$558.02
PLASTICS:	\$20.00	\$0.00						\$11,651.46
STEEL CANS:	\$15.00	\$0.00						
MIXED OFFICE PAPER:	\$10.00	\$0.00						
CARDBOARD:	\$45.00	\$0.00						

RECYCLING CENTER DATA: #9

	TONS	Westwood	Hollywood	Total Tons	PRO/FEE	Revenues	Net
ALUMINUM:	0.04	0.11	0.39	0.54	\$0.00	\$270.00	\$270.00
PLASTICS:	0.68	1.32	3.58	5.58	\$0.00	\$111.60	\$111.60
STEEL CANS:	0.13	0.24	0.82	1.19	\$0.00	\$17.85	\$17.85
MIXED OFFICE PAPER:	0	2.02	11.47	13.49	\$0.00	\$134.90	\$134.90
CARDBOARD:	7.66	4.57	26.5	38.73	\$0.00	\$1,742.85	\$1,742.85
RECYCLING CENTER TOTALS:	8.51	8.26	42.76	59.53	\$0.00	\$2,277.20	\$2,277.20

Other Cardboard Containers	Compactors	Wood	Glass	Metal
TONS	TONS	TONS	TONS	TONS
63.52	10.75	\$483.75	8.96	0
Revenues	Revenues	Revenues	Revenues	Revenues
\$2,858.40		\$0.00	\$0.00	\$341.00
				Cost
				\$150.00
				Profit
				\$191.00

Expenses

	Average hrly+ benefits	Cardboard	Occ Compact	MXD Office	Total
Cage Rolloff	34	546.44	6	10	596.44
Hours	\$910.52	\$14,633.66	\$160.68	\$267.80	\$15,972.66
Labor \$	\$0.00	\$349.21	\$0.00	\$0.00	\$349.21
Vehicle cost					

Revenue	Income	Expense	Net
	\$17,408.77	\$16,321.87	\$1,086.90
			Customer Revenue
			\$11,598.42

Total All Recycle and Cardboard	Revenues
146.17	\$5,810.35

Total Recycle Only	Revenues
33.17	\$725.35

Total Cardboard	Revenues
113	\$5,085.00

