

City of Norman



Monthly Departmental Report **December 2015**

MONTHLY PROGRESS

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CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
DECEMBER 2015**

CITY COUNCIL

Filing dates for Mayor and City Council seats 2, 4, 6, and 8 will be held January 11-13, 2016. The election for Council candidates, General Obligation Street Maintenance Bonds, and Charter amendments will be held on April 5, 2016, and the run-off election for candidates, if needed, will be held on June 28, 2016.

CITY CLERK

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	7	41	Noise	1	14
Building Permits	11	74	Norman Forward Questions	0	24
CDBG	1	4	Parks and Recreation	11	79
City Clerk	8	*359	Planning	7	26
City Manager/Mayor	3	4	Police	13	87
Code Enforcement	22	303	Recycling	8	35
Engineering/Public Works	13	80	Sanitation	32	144
Finance	9	83	Sidewalks	0	17
Fire/Civil Defense	1	17	Storm Debris	22	39
Human Resources	1	8	Storm Water	5	56
Information (General)	21	176	Streets	14	145
Information Technology	4	15	Street Lights	27	133
Legal	1	16	Traffic	11	77
Line Maintenance	0	47	Utilities	8	40
Municipal Court	3	22	WC Questions	0	5
			WC Violations	1	3
Total for December		265	Total FYE YTD		2,173

WC (Water Conservation)

* Volume due to Citywide Garage Sale

LICENSES

15 New licenses were issued during the month of December. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Food	1	18	Bee Keeper	0	0
Class I Beer	0	4	Solicitor/Peddler (30 day)	0	4
Class II Beer	0	2	Solicitor/Peddler (60 day)	0	4
Mixed Beverage	0	0	Solicitor/Peddler (one day)	0	12
Mixed Beverage/Caterer	0	1	Coin-Operated Devices	0	6
Brewer or Distiller	0	0	Game Machines	0	0
Wine & Beer/Winemaker	0	2	Taxi/Motorbus/Limousine	0	0
Temporary Food (30 day)	1	13	Impoundment Yard	0	0
Temp Food (180 day)	1	5	Salvage Yard	0	0
Temp Food (one day)	12	46	Transient Amusement	0	0
Kennel	0	0	Special Event	0	11
Pawnbrokers	0	1	Special Event Beer	0	0
Retail Liquor Store	0	0	Sidewalk Dining	0	1

LICENSES, continued:

New Establishments/Licenses

NAME	ADDRESS	LICENSE TYPE(S)
India Village	2110 West Lindsey	Food Service

- 1 One Day Mobile Temporary Food Service License was issued to Evoke for December 11, 2015, for the Second Friday Art Walk Event
- 1 One Day Mobile Temporary Food Service License was issued to I Don't Know and I Don't Care for December 11, 2015, for the Second Friday Art Walk Event
- 1 One Day Mobile Temporary Food Service License was issued to Healthy Hippo for December 11, 2015, for the Second Friday Art Walk Event
- 1 One Day Mobile Temporary Food Service License was issued to Sukari's Dogs for December 11, 2015, for the Second Friday Art Walk Event
- 8 One Day Temporary Food Service Licenses were issued to Evans Theatre for December 24, 2015, through January 6, 2016
- 1 30 Day Mobile Temporary Food Service License was issued to Big Truck Tacos for December 11 through January 9, 2016
- 1 180 Day Mobile Temporary Food Service License was issued to Chick-fil-a for December 2, 2015, through May 29, 2016

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
12-02-15	James B. Robertson	Damages to vehicle - claimant alleges he struck a large water filled "rut" in the northbound lane of Berry Road at its intersection with Boyd Street damaging his right front wheel and tire on November 29, 2015.	\$ 353.05
12-08-15	Eldon Johnson	Damages to his vehicle and reimbursement of his insurance deductible - claimant alleges that a sanitation truck struck his vehicle in a parking lot at 1130 East Alameda on May 13, 2015.	\$ 3,183.70
12-14-15	Michael Jack Jordon	Damages to his vehicle - claimant alleges that on November 29, 2015, he was northbound on Berry Road when he struck a pothole at Berry Road and Leslie Lane damaging his rim and tire.	\$ 328.11
12-18-15	Seth Perlow	Reimbursement of plumbing expenses - claimant alleges the City installed a new water main at 904 South Berry Road around December 15, 2015, which caused debris to clog his private line.	\$ 218.74
12-28-15	Jason and Kalee Ridings for Huston Ridings (a minor)	Claimants allege their son, Huston Riding was struck by a car after getting off the school bus in the vicinity of 2616 Bishops Drive. They state the City of Norman was aware that road was dangerous for pedestrians. They also filed a claim against Norman Public School System.	Limit allowed by law

CLAIMS ADMINISTRATIVELY PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
David Mair	Damages to his vehicle when a Fire Department truck struck his parked vehicle at Lake Thunderbird's Fisherman's Point on October 21, 2015.	12-08-15	\$ 1,011.36

CLAIMS PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Carmelita Burris	Damages to her vehicle when struck by a City mower at Sherwood Drive and Alameda Street on October 6, 2015.	12-08-15	\$ 1,962.18
Heather Hawn	Damages to her vehicle on November 6, 2015, when struck by a sanitation truck in the alley at 111 North Peters.	12-22-15	\$ 2,127.08
Melody Ballard	Damages to her vehicle, lost wages, gas expenses, and pain and suffering when she was struck by a police vehicle making a u-turn at Highway 9 and 48th Avenue East on September 13, 2015.	12-22-15	\$ 3,500.00

LAWSUITS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
12-28-15	Matthew Casey Holcomb and Darcie Woodson	Claimants allege the City of Norman violated the Open Meetings Act by sanctioning the charging of an administrative search fee and requests a permanent injunction on administrative charges for records.	Legal fees and court costs

WORKERS COMPENSATION

Name: Shelby Condit

Settlement Amount: \$4,500

Department: Police Department

Injury: cumulative injuries to both arms and bilateral hands

Date Approved: December 22, 2015

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

A Business and Community Affairs Committee meeting was held on December 3, 2015, regarding continued discussion of the inclusion of "feather/teardrop" banners to the City Sign Code and an update on the Development Services Customer Satisfaction Survey for residential building permits.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

A Community Planning and Transportation Committee meeting was held on December 9, 2015, to discuss the Cleveland Area Rapid Transit (CART) ridership report for October 2015, and Maximum Parking Standards.

CONFERENCES

A City Council Conference was held on December 8, 2015, regarding an update on recent developments in sex discrimination jurisprudence, discussion of Resolution R-1516-65 requested by the Norman Human Rights Commission, and an update on the University North Park Tax Increment Finance District.

FINANCE COMMITTEE

A Finance Committee meeting was held on December 10, 2015, regarding upgrading the City of Norman Enterprise Resource Planning (ERP) System, submission of the revenue/expenditure reports, and report on open positions.

PUBLIC HEARINGS

A Public Hearing was held December 8, 2015, regarding amendments as specified in the Community Development Block Grant (CDBG) Action Plans for FY07-08; FY08-09; FY10-11; FY 12-13; and FY14-15 to be submitted to the United States Department of Housing and Urban Development (HUD) designating \$225,395 of CDBG Funds to be used by Food and Shelter, Inc., for construction of an office/soup kitchen/day shelter building.

SPECIAL SESSIONS

A Special Session was held on December 15, 2015, to adjourn into Executive Session in order to discuss the possible purchase of real property for a Central Library Facility to be located on the northwest corner of Acres Street and James Garner Boulevard.

A Special Session was held on December 22, 2015, to adjourn into Executive Session in order to discuss negotiations concerning employees and representatives of employee groups.

STUDY SESSIONS

A Joint City Council/Planning Commission Study Session was held on December 1, 2015, regarding a presentation of the final draft report on the Center City Form-Based Code by Mary Madden, Form-Based Code Specialist with Ferrell-Madden.

FACILITY MAINTENANCE 1A

**City of Norman Facility Maintenance
December 2015 Hourly/Materials Cost Report**

		Data					
Craft	Location	Labor Hours	Labor Costs	Material Costs	Total Costs		
Custodial	Library	0.50 \$	9.09 \$	- \$	9.09		
Custodial Total		0.50 \$	9.09 \$	- \$	9.09		
Doors and Hardware	Administration Building	2.00 \$	53.14 \$	6.76 \$	59.90		
	Animal Welfare Building C	2.00 \$	53.14 \$	76.50 \$	129.64		
	Irving Rec Center Library	1.00 \$	26.57 \$	- \$	26.57		
	Norman Investigation	4.00 \$	109.60 \$	2.28 \$	111.88		
	Parks-Reaves Center	1.00 \$	26.57 \$	- \$	26.57		
	Santa Fe Depot	1.00 \$	26.57 \$	- \$	26.57		
	Senior Citizens Center	2.00 \$	53.14 \$	6.92 \$	60.06		
	Whittier Recreation Center	1.00 \$	26.57 \$	- \$	26.57		
		18.00 \$	480.55 \$	92.46 \$	573.01		
		5.00 \$	138.61 \$	11.67 \$	150.28		
Electrical	Fire Station 5	13.50 \$	375.34 \$	- \$	375.34		
	Fire Station 7	17.00 \$	471.28 \$	- \$	471.28		
	Fire Station 8	13.00 \$	366.92 \$	- \$	366.92		
	Fleet Maintenance	8.00 \$	219.60 \$	- \$	219.60		
	Park Maintenance-O	19.00 \$	526.73 \$	29.10 \$	555.83		
	Parks-Reaves Sanitation	18.50 \$	511.78 \$	15.84 \$	527.62		
	Santa Fe Depot	11.00 \$	297.14 \$	- \$	297.14		
	Water Reclamation F	5.00 \$	138.61 \$	- \$	138.61		
	Water Reclamation F	2.00 \$	51.09 \$	- \$	51.09		
	Water Treatment Pla	6.00 \$	168.51 \$	16.04 \$	184.55		
Electrical Total	Westwood Clubhous	10.00 \$	277.22 \$	- \$	277.22		
	Whittier Recreation C	3.00 \$	83.17 \$	- \$	83.17		
		131.00 \$	3,626.00 \$	72.65 \$	3,698.65		
		1.00 \$	26.57 \$	- \$	26.57		
		1.00 \$	26.57 \$	- \$	26.57		
		5.00 \$	138.61 \$	5.82 \$	144.43		
		2.00 \$	53.14 \$	- \$	53.14		
		3.00 \$	79.71 \$	98.86 \$	178.57		
		12.00 \$	324.59 \$	104.68 \$	429.27		
		4.00 \$	119.59 \$	- \$	119.59		
General Maintenance	Administration Building	4.00 \$	119.59 \$	- \$	119.59		
	Animal Welfare Building C	5.00 \$	138.61 \$	5.82 \$	144.43		
	Fire Station 5 Library	2.00 \$	53.14 \$	- \$	53.14		
General Maintenance Total		3.00 \$	79.71 \$	98.86 \$	178.57		
		12.00 \$	324.59 \$	104.68 \$	429.27		
		4.00 \$	119.59 \$	- \$	119.59		
Grounds	Administration Building	4.00 \$	119.59 \$	- \$	119.59		
	Animal Welfare Building C	5.00 \$	138.61 \$	5.82 \$	144.43		
	Fire Station 5 Library	2.00 \$	53.14 \$	- \$	53.14		
Grounds Total		3.00 \$	79.71 \$	98.86 \$	178.57		
		12.00 \$	324.59 \$	104.68 \$	429.27		
		4.00 \$	119.59 \$	- \$	119.59		
Heating/Ventilation /Air Con	Administration Building	4.00 \$	119.59 \$	- \$	119.59		
	Animal Welfare Building C	5.00 \$	138.61 \$	5.82 \$	144.43		
	Fire Station 5 Library	2.00 \$	53.14 \$	- \$	53.14		
Heating/Ventilation /Air Con 12th Avenue Rec Ce		3.00 \$	79.71 \$	98.86 \$	178.57		
		12.00 \$	324.59 \$	104.68 \$	429.27		
		4.00 \$	119.59 \$	- \$	119.59		

**City of Norman Facility Maintenance
December 2015 Hourly/Materials Cost Report**

Heating/Ventilation /Air Conditioning	Administration Building	22.00	\$	657.75	\$	-	\$	657.75
	Building A	10.00	\$	298.98	\$	15.83	\$	314.81
	Building B	14.00	\$	418.57	\$	-	\$	418.57
	Building C	26.00	\$	768.64	\$	90.97	\$	859.61
	Facility Maintenance	4.00	\$	119.59	\$	-	\$	119.59
	Fire Station 1	10.00	\$	298.98	\$	-	\$	298.98
	Fire Station 4	4.00	\$	119.59	\$	-	\$	119.59
	Irving Rec Center	4.00	\$	119.59	\$	36.83	\$	156.42
	Library	14.50	\$	441.78	\$	-	\$	441.78
	Line Maintenance	12.00	\$	341.37	\$	-	\$	341.37
	Little Axe Rec Center	18.00	\$	538.16	\$	415.39	\$	953.55
	Norman Investigation	8.00	\$	239.18	\$	-	\$	239.18
	Traffic Control	4.00	\$	119.59	\$	198.29	\$	317.88
	Water Reclamation Facility	4.00	\$	119.59	\$	-	\$	119.59
Heating/Ventilation /Air Conditioning	Lighting	158.50	\$	4,720.93	\$	757.31	\$	5,478.24
	12th Avenue Rec Center	8.50	\$	230.20	\$	28.49	\$	258.69
	Administration Building	2.00	\$	55.44	\$	-	\$	55.44
	Building A	12.00	\$	334.84	\$	125.81	\$	460.65
	Building C	20.50	\$	578.99	\$	71.66	\$	650.65
	Compost Facility	5.00	\$	138.61	\$	-	\$	138.61
	Fire Station 6	7.00	\$	178.83	\$	39.06	\$	217.89
	Fleet Maintenance	10.00	\$	277.22	\$	93.87	\$	371.09
	Library	7.75	\$	185.49	\$	110.50	\$	295.99
	Line Maintenance	1.00	\$	27.72	\$	15.84	\$	43.56
	Park Maintenance-Old	17.00	\$	469.11	\$	-	\$	469.11
	Parks-Community	2.00	\$	59.80	\$	6.54	\$	66.34
	Parks-Griffin	1.25	\$	34.11	\$	-	\$	34.11
	Parks-Reaves Center	4.00	\$	102.19	\$	-	\$	102.19
	Sanitation	5.00	\$	138.61	\$	-	\$	138.61
	Senior Citizens Center	4.00	\$	110.89	\$	22.40	\$	133.29
	Water Treatment Plant	2.00	\$	59.80	\$	7.50	\$	67.30
	Westwood Clubhouse	8.00	\$	221.78	\$	433.50	\$	655.28
	Westwood Equipment	9.00	\$	236.19	\$	-	\$	236.19
Lighting Total		126.00	\$	3,439.82	\$	955.17	\$	4,394.99
Miscellaneous	Administration Building	3.00	\$	82.01	\$	-	\$	82.01
	Animal Welfare	2.00	\$	53.14	\$	-	\$	53.14
	Building A	4.00	\$	146.00	\$	-	\$	146.00
	Building C	1.00	\$	26.57	\$	-	\$	26.57
	Facility Maintenance	33.00	\$	895.63	\$	-	\$	895.63
	Fire Station 7	2.00	\$	55.44	\$	-	\$	55.44

**City of Norman Facility Maintenance
December 2015 Hourly/Materials Cost Report**

Miscellaneous	Fire Station 9	2.00	\$	55.44	\$	-	\$	55.44
	Fleet Maintenance	2.00	\$	53.14	\$	-	\$	53.14
	Library	1.00	\$	26.57	\$	-	\$	26.57
	Parks-Andrews	1.00	\$	26.57	\$	-	\$	26.57
	Parks-Community	1.00	\$	26.57	\$	-	\$	26.57
	Parks-Reaves	1.00	\$	26.57	\$	-	\$	26.57
	Santa Fe Depot	1.00	\$	26.57	\$	-	\$	26.57
	Whittier Recreation C	6.00	\$	159.41	\$	96.20	\$	255.61
Miscellaneous Total		60.00	\$	1,659.63	\$	96.20	\$	1,755.83
Plumbing	Administration Building	5.00	\$	132.84	\$	-	\$	132.84
	Building B	6.00	\$	199.14	\$	3.56	\$	202.70
	Building C	5.00	\$	132.84	\$	-	\$	132.84
	Fire Station 1	4.00	\$	106.28	\$	-	\$	106.28
	Fire Station 2	2.00	\$	53.14	\$	-	\$	53.14
	Fire Station 3	2.00	\$	53.14	\$	21.34	\$	74.48
	Fire Station 6	1.00	\$	26.57	\$	26.84	\$	53.41
	Fleet Maintenance	5.00	\$	132.84	\$	22.96	\$	155.80
	Irving Rec Center	5.00	\$	132.84	\$	-	\$	132.84
	Library	5.00	\$	132.84	\$	64.65	\$	197.49
	Little Axe Rec Center	17.00	\$	458.33	\$	237.58	\$	695.91
	Park Maintenance-S	2.00	\$	53.14	\$	34.72	\$	87.86
	Parks-Neighborhood	8.00	\$	214.86	\$	29.56	\$	244.42
	Senior Citizens Center	11.00	\$	292.26	\$	45.52	\$	337.78
	Sooner Theatre	3.00	\$	79.71	\$	-	\$	79.71
	Water Reclamation F	1.00	\$	26.57	\$	-	\$	26.57
	Water Reclamation F	5.00	\$	138.61	\$	-	\$	138.61
	Water Treatment Pla	1.00	\$	26.57	\$	-	\$	26.57
	Westwood Clubhous	6.00	\$	159.41	\$	2.36	\$	161.77
	Whittier Recreation C	10.00	\$	265.69	\$	223.64	\$	489.33
Plumbing Total		104.00	\$	2,817.62	\$	712.73	\$	3,530.35
Grand Total		614.00	\$	17,197.83	\$	2,791.20	\$	19,989.03

CITY MANAGER 2

CIP FINANCIAL STATUS 2A

CAPITAL PROJECTS > \$250,000 EXPECTED TO BE COMPLETED WITHIN SIX (6) MONTHS

1/6/2016

Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
UTILITIES				
SA0002	Transfer Station	\$0	\$40,000	Sanitation Fund 033
WA0194	Bulk Water Station (cancelled)	\$0	\$80,000	Water Fund 031
WA0199	Waterline Under Bishop Creek	\$120,000	\$0	Water Fund 031
WA0305	Berry Road WL Phase 3	\$100,000		Water Fund 031
WW0070	Sewer Maintenance Plan FYE12		\$575,000	Sewer Maintenance Fund 321
WW0207	Lindsey SS Rehab		\$800,000	Sewer Maintenance Fund 321
WW0209	Bishop Creek Emergency Sewer Crossing	\$900,000		Sewer Maintenance Fund 321
WW0303	Lift Station D Improvements	\$0	\$450,000	New Development Excise Tax 322
POLICE				
BP0188	Animal Welfare Expansion and Renovation	\$0	\$0	Capital 50

Notes

** Project numbers correspond to the projects identified in the adopted Capital Improvements Plan.

PUBLIC WORKS	none
PARKS AND RECREATION	none
CITY CLERK	none
INFORMATION TECHNOLOGY	none

COMMUNITY RELATIONS

2B

**Community Relation's Office
December 2015**

Number of press releases	13
Contacts with the media	16
<i>Norman News</i> membership	930
Website visits	71,208
Facebook followers	3,522
Twitter followers	1,743

DEVELOPMENT COORDINATOR 2C

City of Norman - Development Coordinator Monthly Report December 2015

Below are activities and projects that the Development Coordinator has been involved with during the month of October 2015.

General Inquiries, Contacts and Meetings

- Development Review Team
- City Council Meeting
- City Council Study Session
- Pre-Development Meetings
- Planning Commission
- Council Business and Community Affairs Committee
- Council Community Planning and Transportation Committee
- BASCO Brown Bag Meeting
- Library Design Kickoff Meetings with Project Design Team

Building Permit and Plat Application Meetings

- Discussed development requirements for new hotel development
- Assisted homeowners in permit requirements and regulations for housing renovations.
- Met with staff and project representatives to discuss redevelopment of property of office property.
- Met with project representatives to discuss development requirements for a new multi-family projects.
- Discussed sign requirements with staff and project representative for industrial business.
- Met with staff and project representatives to discuss requirements for potential residential development.
- Met with staff and project representatives to discuss requirements for construction of new office development.

Development Process Improvements

- ***Wastewater Excise Tax/Connection Fee Analysis RFP*** – Consultants work began in June, with project kick-off and stakeholder meetings. Staff continues working with the consultants to complete draft analysis.
- ***Customer Service Survey for Development Services Division*** –The latest round of surveys for the December 2015 CO'ed projects has been sent.
- ***Building Permit Outreach Program*** – work continues on this project, and contacts continue being made with building permit applicants that fall into the criteria outlined in the plan concept. Periodic follow-up checks (generally every two weeks) continue taking place. The reaction to the program continues to be positive.
- ***ICC and NFPA Code Clarification Project*** – continued working with building and fire inspection staff to develop interpretations of building code/fire code compliance items that could be posted online. This project is designed to assist in making code clarifications and other information provided to contractors and developers more clear..
- ***Construction Information for Developers and Businesses*** – work continues with assistance from the Retail Marketing Coordinator on outlining process for informing local developers and businesses of potential impacts from public construction projects. This project is designed to continue establishing a good working relationship with the business community and allow identification of potential problems or issues that may arise for businesses/development during the public construction.

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CITY OF NORMAN

Department of Finance Monthly Report –December 2015

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

Treasury Division:

In the month of December, the Treasury Division processed 30,413 total payments. The traffic counter at the Drive-up Facility counted 5,951 customers. The Treasury Division processed 1,325 credit card utility payments, an increase of 15.8% from last month, and the IVR (Interactive Voice Response) system processed 1,558 credit card utility payments, an increase of 8.5% from last month. Utility customers also have the option of paying on the City of Norman website. There were 4,469 credit card payments made on the internet in December, an increase of 5.4% from last month. The Municipal Court processed 559 credit card payments for court fines, a slight increase of 0.5% 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 \$22,506 in convenience fees in the month of December with a fiscal year-to-date total of \$120,087.

Utility Services Division:

The Meter Reading Division read 30,374 meters. Out of 77 meter reading routes, 14 (18%) were read within the targeted 30-day reading cycle. All routes were read by the 40th day. No routes were estimated in December.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are above target for the month of December at 2.9%. Revenues from the City's largest single source of revenue, sales tax, are above target at 4.4% for the year to date and 6.2% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 16 Budget To Date	FYE 16 Actual To Date	FYE 15 Actual To Date	FYE 14 Actual To Date
Sales Tax Revenue*	\$19,380,747	\$20,231,957	\$19,055,422	\$19,093,919
General Fund Revenue*	\$37,519,656	\$36,270,995	\$36,271,204	\$34,317,589
General Fund Expenses*	\$39,779,933	\$39,500,983	\$36,443,178	\$36,176,936

* Excludes Public Safety Sales Tax

Administration Division

	FYE 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	2,240.00	320.00	2,080.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	480.00	2,240.00	320.00	2,080.00
Benefit Hours Taken	80.25	281.25	48.50	265.00
TOTAL ACCOUNTABLE STAFF HOURS	399.75	1,958.75	271.50	1,815.00
 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 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
Total Regular Hours Available	1,440.00	6,720.00	960.00	6,080.00
Total Comp Time Available	0.00	16.25	4.50	5.75
Total Overtime Hours	0.00	0.00	0.00	3.50
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	 1,440.00	 6,736.25	 964.50	 6,089.25
Benefit Hours Taken	287.00	996.50	152.25	755.00
 TOTAL ACCOUNTABLE STAFF HOURS	 1,153.00	 5,739.75	 812.25	 5,334.25
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 16 DECEMBER	FYE 15 DECEMBER	
Total Revenue Received (\$)	\$13,320,872	\$13,607,977	(\$287,105)
Utility Payments - Office (#)	2,085	2,943	(\$858)
Utility Payments - Office (\$)	\$565,639	\$404,018	\$161,621
Lockbox (#)	20,173	22,714	(2,541)
Lockbox (\$)	\$2,010,032	\$2,049,393	(\$39,361)
IVR Credit Card (#)	1,558	1,762	(\$204)
IVR Credit Card (\$)	\$188,928	\$173,223	\$15,705
Click to Gov (#)	4,469	4,098	371
Click to Gov (\$)	\$435,722	\$336,943	\$98,779
UT Credit Card Payments (#)	1,325	878	447
UT Credit Card Payments (\$)	\$141,531	\$72,722	\$68,809
Art Donations (#)	171	160	11
Art Donations (\$)	\$172	\$184	(\$12)
Bank Draft Payments (#)	7,243	8,373	(1,130)
Bank Draft Payments (\$)	\$678,062	\$660,320	\$17,742
Utility Deposits (#)	37	72	(35)
Utility Deposits (\$)	\$1,110	\$2,160	(\$1,050)
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	23	29	(6)
Processed Return Checks (\$)	(\$4,592)	(\$2,828)	(\$1,764)
Other Revenue Transactions (#)	301	318	(17)
Other Revenue Received (\$)	\$8,535,347	\$8,680,279	(\$144,932)
Accounts Receivable Payments (\$)	\$326,002	\$304,522	\$21,480
Accounts Receivable - Credit Card #	1	3	(2)
Accounts Receivable - Credit Card \$	\$75	\$5,556	(\$5,481)
Municipal Court - Fines/Bonds (\$)	\$110,855	\$151,520	(\$40,665)
Municipal Court - Credit Card (#)	559	679	(120)
Municipal Court - Credit Card (\$)	\$96,547	\$113,196	(\$16,649)
Municipal Court - C2G (#)	323	384	(61)
Municipal Court - C2G (\$)	\$34,154	\$39,664	(\$5,510)
Building Permits Cash Report (\$)	\$103,388	\$558,296	(\$454,908)
Building Permits Credit Card (#)	119	87	32
Building Permits Credit Card (\$)	\$67,649	\$27,901	\$39,748
Building Permits C2G (#)	78	99	(21)
Building Permits C2G (\$)	\$5,755	\$5,561	\$194
Occupational License - Bldg Insp. (\$)	\$500	\$1,050	(\$550)
Occupational License - Bldg Insp. CC (#)	12	14	(2)
Occupational License - Bldg Insp. CC (\$)	\$900	\$950	(\$50)
Business License - City Clerk (\$)	\$340	\$2,118	(\$1,778)
Business License - City Clerk CR CD (#)	4	1	3
Business License - City Clerk CR CD (\$)	\$250	\$90	\$160
Convenience Fees - All Payments (#)	7,554	7,048	506
Convenience Fees - All Payments (\$)	\$22,506	\$21,141	\$1,365
Bank Drafts Billed (#)	7,269	7,038	231
Bank Drafts Billed (\$)	\$657,623	\$524,062	\$133,561
Interdepartmental Billing (#)	149	146	3
Interdepartmental Billing (\$)	\$97	\$11,173	(\$11,076)
Accounts Receivable Billed (\$)	\$275,071	\$242,844	\$32,227

Budget Services Division

	FYE 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	240.00	1,120.00	160.00	1,040.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	240.00	1,120.00	160.00	1,040.00
Benefit Hours Taken	56.00	184.00	24.00	128.00
TOTAL ACCOUNTABLE STAFF HOURS	184.00	936.00	136.00	912.00
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 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,200.00	5,600.00	800.00	5,200.00
Total Comp Time Available	32.25	160.50	16.75	176.75
Total Overtime Hours	25.75	72.50	13.75	51.25
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 1,258.00	 5,833.00	 830.50	 5,428.00
Benefit Hours Taken	295.50	1,149.50	198.00	894.00
 TOTAL ACCOUNTABLE STAFF HOURS	 962.50	 4,683.50	 632.50	 4,534.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
 TOTAL ACCOUNTABLE STAFF HOURS	 0.00	 0.00	 0.00	 0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 0.00	 0.00	 0.00	 0.00

UTILITY 3C

Utility Division

	FYE 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	3,228.00	14,932.00	1,691.00	11,995.00
Total Comp Time Available	0.50	37.75	0.00	9.50
Total Overtime Hours	37.25	337.25	131.00	606.75
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	3,265.75	15,307.00	1,822.00	12,611.25
Benefit Hours Taken	615.25	1,988.75	237.50	1,237.75
TOTAL ACCOUNTABLE STAFF HOURS	2,650.50	13,318.25	1,584.50	11,373.50
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Office Services

	FYE 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	2,240.00	312.00	1,752.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	22.75
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	480.00	2,240.00	312.00	1,774.75
Benefit Hours Taken	85.50	325.50	32.00	171.50
TOTAL ACCOUNTABLE STAFF HOURS	394.50	1,914.50	280.00	1,603.25
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 16 DECEMBER	FYE 15 DECEMBER
Mail Payments - Lockbox	20,173	22,714
Mail Payments - Office	346	304
Mail Payments - Subtotal	20,519	23,018
Night Deposit	457	506
Click-to-Gov Payments	4,469	4,098
IVR Payments	1,558	1,762
Without assistance payments - Subtotal	6,484	6,366
Drive-up window & inside counter	2,085	2,943
Credit Card machine payments (swipe)	887	592
Credit Card machine payments (phone)	438	286
With assistance payments - Subtotal	3,410	3,821
Total Payments Processed - Subtotal	30,413	33,205
Bank Draft (ACH) Payments	7,243	8,373
Total Payments (Utility)	37,656	41,578
Total Convenience Fees - all Payments	7,554	7,048
Grand Total Payments	45,210	48,626

Traffic Counter at Drive-up Facility

Night Drop *	637	1,044
8-5 Drive-up Window Customers *	5,314	5,865
Total Traffic Counter	5,951	6,909

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

Meter Reading Division

	FYE 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
Number of Meters Read	30,374	238,633	37,178	232,691
New Service	576	4,466	1,045	8,853
Request for Termination	542	4,450	1,039	8,213
Delinquent On(s)	136	664	53	1,347
Delinquent Offs	215	1,296	92	2,147
Collect Deposit Tags Hung	40	599	6	172
Collect Deposit Cut Offs	45	370	0	39
Blue Tags	16	73	17	48
Number of Meters Re-read	1,633	10,401	1,366	9,565
Meters Cleaned	38	219	27	305
Customer Assists	27	224	38	335
Meters Pulled	0	2	0	2
Meters Re-set	1	1	0	2
TOTAL	33,643	261,398	40,861	263,719

Utility Division Activity Report

	FYE 16		FYE 15	
	DECEMBER	YTD	DECEMBER	YTD
STATUS REPORT				
Regular Utility Accounts Billed	41,153	245,476	39,434	224,275
New Ons	605	5,503	593	5,016
Final Accounts Billed	508	4,541	502	4,597
TOTAL ACCOUNTS BILLED	42,266	255,520	40,529	233,888

FIRE DEPARTMENT

4

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
Dec, 2015**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections	187/205.5 staff hours
Re-Inspections	83/66 staff hours
Residential Inspections	0
Smoke Detector Batteries	30/27 staff hours
Plan/Platt Review	74/64 staff hours
Company Inspections	0
Re-Inspections	0
Total Inspections	270/271.5 staff hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)	
Code Violation Complaints	109/95.5 staff hours
Training (hours)	91/50.5 staff hours
Fire Education Classes	3/4 staff hours
Investigations	11/35 staff hours
Investigative Activities	24/53 staff hours
Miscellaneous/Special	

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: December 2015
Mitigation:	
Siren status	94%, batteries and repair parts on order
Red Cross Safe Room Program	195 installed 13 remaining units
Mitigation Safe Room Program	257 Installed 149 remaining units
Preparedness:	
Amateur Radio Meeting	3 Dec
Medical Reserve CORPS Call	10 Dec
Response Volunteer Meeting	10 Dec
Amateur Monthly Meeting	12 Dec
Public Safety Meeting	17 Dec
Response:	N/A
Recovery:	
OK DR 4222	Project Worksheet Progress Ongoing
OK DR 4117	Recovery Committees Continue to Process Requests

NFD Monthly Progress Report

December 2015

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	24	2.01%
2 - Overpressure Rupture, explosion, Overheat - No Fire	2	0.17%
3 - Rescue & emergency	833	69.82%
4 - Hazardous Conditions (No Fire)	34	2.85%
5 - Service Call	83	6.96%
6 - Good Intent Call	147	12.32%
7 - False Alarm & False Call	64	5.36%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	3	0.25%
Incomplete Reports	3	0.25%
Total Incident Count	1193	

Total Fire Loss \$504,300.00

Average Response Times

	Number of Calls	Average Time/Seconds	Average Time/Minutes
Station #1	188	262	0:04:22
Station #2	169	329	0:05:29
Station #3	237	346	0:05:46
Station #4	144	296	0:04:56
Station #5	61	541	0:09:01
Station #6	42	490	0:08:10
Station #7	126	304	0:05:04
Station #8	85	285	0:04:45
Station #9	138	324	0:05:24

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
December, 2015

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Attended United Way Luncheon to accept City award
- Advised management on employee recognition ceremony changes
- Met with Finance/Budget personnel to discuss costing issues
- Met with insurance consultants to discuss a near-site clinic

B. Grievances (active AFSCME and Non-Union)

- AFSCME Grievance FYE16-03 - Boensch (Fleet) – termination
Union has requested arbitration. Anticipated date-Spring, 2016.
- AFSCME Grievance FYE15-07 - Raney (Streets) – Crew assignment
Grievance meeting to be held upon employee's return from OJI.
- Non-Union Grievance FYE15-01 – Borcharding (Municipal Court) – termination
The statute to file a state or federal claim for wrongful termination has expired. Still pending is a worker's compensation claim.
- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination
District Court Judge vacated the arbitrator's decision. Pending action- settle Green's employment issues with the City or schedule another arbitration.

C. Collective Bargaining

- Held one (1) negotiation session with AFSCME

D. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed December 2015 City Newsletter
- Distributed Safety Vehicle Policy
- Began FYE17 Budget preparations
- Finalized Employee Recognition Ceremony Program
- Prepared Employee Recognition Ceremony Invitations for mailing
- Attended/Summarized one (1) negotiation session
1 – AFSCME
- Processed invoices and reconciled expense accounts

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Conducted one (1) new employee orientation
- Payroll Data Entry and Proofing 2015 IRS Report
- Responded to 42 benefit/wellness inquiries

COMPENSATION

The following personnel actions were processed:

Four (4) employees hired:

- 1 – Municipal Court – Juvenile Community Services Coordinator (PT)
- 1 – Planning/Development Services – Plans Examiner II
- 1 – Police/Patrol – Parking Service Officer (PPT)
- 1 – City Clerk/Custodial Services – Custodian (PPT)

Nine (9) employees terminated employment from the City of Norman:

- 1 – City Clerk/Custodial Services – Custodian (PPT)
- 1 – Finance/Utilities – Meter Reader
- 4 – Police – (2) Police Officers and (2) Police Captains
- 3 – Fire – (1) Fire Driver Engineer and (2) Fire Captains

One (1) employee promoted:

- 1 – City Clerk/Administration – Administrative Technician III

COMPENSATION/BENEFIT SURVEYS

Requested compensation/benefit survey information from 23 local/comparable cities for Police and Fire.

RECRUITMENT

Accepted applications for the following positions:

- Temporary Laborer (PT), Utilities/Water Reclamation Facility
- Communications Officer I, Police/Emergency Communications Bureau
- Communications Officer II, Police /Emergency Communications Bureau
- Special Instructor I (PT): After School Instructor, Parks & Rec/Recreation
- Custodian (PPT), City Clerk
- Deputy Marshal (PT), Municipal Court
- Aerobics Instructor (PT), Parks & Recreation/Recreation
- Pet Adoption Coordinator, Police/Animal Welfare
- Engineering Technician I, Public Works/Engineering
- Chief Communications Officer, City Manager's Office
- Laboratory Technician, Utilities/Water Reclamation Facility
- Administrative Technician II, City Clerk/Facility Maintenance

- Meter Reader, Finance/Utilities Service
- Plant Operator D, Utilities/Water Reclamation Facility

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	400	Written Exams	0
Phone	495	Practical Testing/Assessment Center	0
Mail	250	Panel Board Interviews	3
Email	170	Promotions	0
Total Subscribers on E-mail Vacancy List	2,115	Oral Interviews	9
Total Visits to City of Norman HR website	4,294	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	10	Advertisements Placed	3
Pre-Employment Drug Screens	8	Applications Received	93
Pre-Employment Physicals	5	Job Announcements Emailed	0
Pre-Employment OSBI	5	Job Announcements to CON Depts.	147

TRAINING AND DEVELOPMENT

Conducted training for one (1) new employee on the topics of Workplace Harassment, Workplace Violence, Customer Service and Ethics.

The Computer Training Lab was the site for computer and OLETS training for the Police Academy. Fourteen Microsoft Office Excel Basic, Intermediate and Advanced training classes were provided for employees from various departments.

SAFETY

Safety activities during December, 2015:

- Safety meetings were held at City of Norman facilities and the topic covered was “Keys to Foul Weather Driving”, ten (10) meetings total with walkthrough inspections.
- Five (5) minute safety talks were sent to all facilities each week
- Held one (1) new employee orientation
- Held one (1) Safety Committee meeting
- Held one (1) Fitness for Duty Meeting (Building Inspector)

Recordable Injuries – 8

Dept./Division	Nature of the injury	Activity	Prognosis
Fire Department/Suppression	Right Hamstring Strain	While carrying a patient upstairs, firefighter felt a pop in right leg.	Released
Fire Department/Suppression	Left Shoulder Strain	Firefighter was donning air pack during training when he heard a pop in left shoulder.	Work restrictions

Police Department/ Patrol	Right Shoulder Strain	Officer landed on right shoulder during drill.	Work restrictions
Police Department/ Patrol	Right Hand Strain	Officer struggled with suspect and injured right hand.	Released
Police Department/ Training	Left Shoulder Strain	Cadet injured shoulder during academy training.	Work restrictions
Parks & Recreation/ Parks Maintenance	Poison Ivy Exposure	Employee exposed to poison ivy while cutting trees.	Released
Parks & Recreation/ Parks Maintenance	Poison Ivy Exposure	Employee exposed to poison ivy while cutting trees.	Released
Utilities/ Sanitation	Right Shoulder Strain	Employee injured shoulder while lifting a metal porch swing into the back of a rear loader.	Work restrictions

Cumulative number of Recordable Injuries per year, 2015 is total year to date:

2015	2014	2013
59	75	96

Vehicle Collisions - 1

Division	Description of Collision	Status
City Clerk/ Facility Maintenance	Employee was backing from parking spot while another vehicle was backing and both back bumpers struck one another causing scratches to each bumper.	"No Fault"

**Cumulative number of "AT FAULT" Vehicle Collisions of the indicated year:
(2015 is total year to date)**

2015	2014	2013	2012	2011	2010
6	10	23	15	18	34

CITY OF NORMAN

Information Technology Department
Monthly Report –December 2015.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
Water Treatment Facility Fiber connectivity	This will replace the existing network connections with fiber connectivity which will greatly enhance speed and help to complete our connectivity to remote sites. There is a cost savings initiative and partnership with Cleveland County.	In Planning: Right of Way approved 10/13/15... Starting build in December
Water Reclaim Facility network closet construction and redundant cooling for equipment	Enhance our existing network infrastructure which is currently in a very high temperature environment which degrades the equipment life.	In Planning: Steve H and IT met on site with contractors, construction dimensions defined. Building Maintenance helping with AC assessment.
PD body camera and patrol car dash camera infrastructure build.	Introduces technology to help police officers and citizens with increased security by providing video and audio evidence on a case by case basis.	On Hold:
Fire suppression System for Main IT Datacenter in 201 Building C	Increases the safety and protection of city staff and the citizens investments by providing fire suppression in the city's main data center.	In Planning, working with Safety Manager - fully funded, electrical quotes in process

Genetec replacement for current access control system	Full replacement of old technology that increases security by providing centralized management of building access on a building by building basis.	In Planning: Working with Ross Engineering and City Clerk's office - scope for completion has increased
Document Image Scanning and Consolidated Printer/fax/copiers evaluation.	Cost savings for printer usage, reduced service calls for PC Techs, consolidated application use for various departments document image scanning.	Software presentation to various dept. reps complete. RFP for Phase I in December/ requesting additional funds for future phases.
Legistar/Granicus Update	This update will fix issues that were introduced by the software vendor that effects older platforms.	In Implementation
ATT U-verse implementation	This will provide Norman Citizens who subscribe to ATT U-verse as their cable provider the ability to watch city council, and other meetings	Quoting services
ERP Study and Consultant Selection	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology and business review process.	In Planning - Statement of Purpose and Need reviewed by management, will be presented to Finance Committee
Installation of fiber optic cable from City Hall south along Webster and west along Main Street to Norman High School which will bring seven more signals on-line.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction in Progress
Examining the possibility of Coordination with Norman Public Schools/ODOT/Cleveland County/OKC for EOC Redundant Data Center	Increased disaster recovery and hardened security for the City of Norman information systems in coordination with other entities in the Norman area.	In Planning: Regular meetings with City of OKC IT, NPS
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

Website Rebuild/Redesign	Our current design is 5 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design.	In Planning: City Council to review mid-year budget for funds.
Active Directory/Domain Controller Upgrade	Current Operating system is MS 2003 and needs to be upgraded to MS 2008	2008 R2 installed prepping for Domain Controller Upgrades on 2 DC Servers
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	In Progress
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.	In Planning
License Plate Reader System	Improves the ability to identify stolen vehicles and vehicles with outstanding citations.	System is installed and in use - data connection with LERMS being evaluated
Credit Card installs at Rec Centers	Allow citizens to pay class fees, after school fees, etc. at the rec centers.	In Discussion
Phase II Animal Control facility improvements	Improved facility for Animals awaiting adoption. Communications and data processing improvements for City staff	In Construction
Replacement of fiber optic cable along Lindsey Street from 24th Avenue SW to Berry Road includes a new traffic signal with fiber optic switch on Lindsey Street at Wylie Road.	Repair cables	Bids in March 2016
Westwood Fuelmaster Merger	Merge Westwood Golf from Phoenix SQL to the Fuelmaster Fuel System, making all city fuel keys congr	
Centralized Fuel Key	Creating a centralized location	

Programmer Access Location	where fuel keys are programmed eliminating the need for the Fuelmaster system to be located only on the employee's computer	
City Works Upgrade	Upgrade City Works software to new version. This software tracks public works projects in a ticket format.	
Installation of fiber optic cable along Alameda Street from 12th Avenue East to Porter Avenue/Classen Boulevard with switches at Porter Avenue/Classen Boulevard and a new signal at Findlay Avenue.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Switches arrived 12/2

Support Tickets:

The IT department tracks work requests with a new software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of December 2015.

Mass Communications:

The following statistics represent email space and resource savings. 18 emails from the groups shown in the table below were sent from city servers using city resources – of those 14,741 were delivered to outside mailboxes for the month of December 2015. Basically the city generated mass communications of 14,741 messages from only 18 sent (see **IT Table 2**).

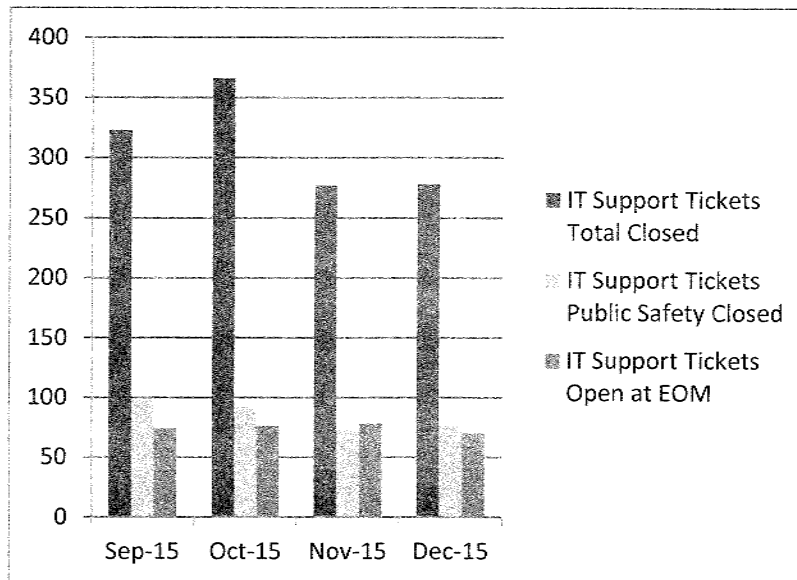
Email Security Appliance:

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. IT had a total of 796,796 attempted incoming and 50,711 outgoing messages for the month of December. 637,103 of the incoming messages were considered Spam or hazardous e-mails and were quarantined or filtered (see **IT Table 3**). Without the email filter our email server would have received that much additional mail which increases waste and decreases valuable storage space. Additionally, the filter kept city employees from being bombarded with spam and potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of December 2015 the City of Norman's web site had 71,208 individual web sessions access the web site for a total of 156,079 total page views. Of those sessions 37,664 were identified as New Users to view content on the City web site.

I.T. Table 1



I.T. Table 2

December 2015 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	16	0	0
Job Posting	2092	0	0
Norman News	929	16	14519
Police - Animal Welfare Volunteers	42	0	0
Police – Citizens' Academy	82	0	0
Police – Neighborhood Watch	105	1	99
Public Works Consultants	140	1	123
Westwood Golf	733	0	0
Westwood Golf Members	28	0	0
Westwood Men's Clinic	17	0	0
Westwood Men's Golf Assoc.	91	0	0
Westwood Women's Clinic	31	0	0
Westwood Women's Golf Assoc.	5	0	0
Totals	4310	18	14741

I.T. Table 3



EMAIL SECURITY APPLIANCE

01 Dec 2015 00:00 to 31 Dec 2015 23:59 (GMT -06:00)

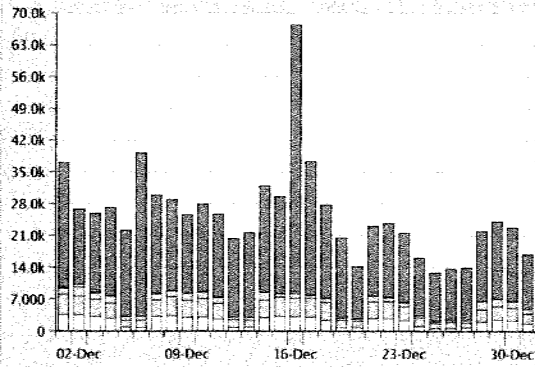
Executive Summary

mail.ci.norman.ok.us

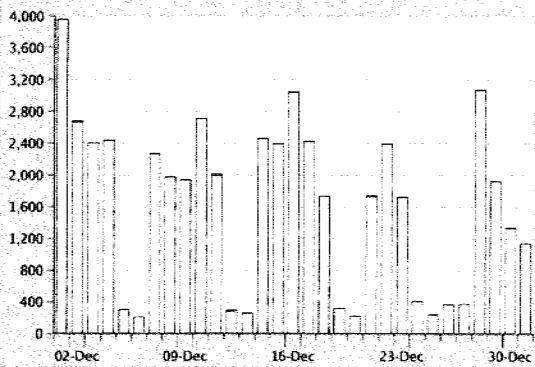
01 Dec 2015 00:00 to 31 Dec 2015 23:59 (GMT -06:00)

Data in time range: 100.0 % complete

Incoming Mail Graph



Outgoing Mail Graph



Incoming Mail Summary

Message Category	%	Messages
Stopped by Reputation Filtering	75.4%	600,736
Stopped as Invalid Recipients	0.6%	4,985
Spam Detected	3.9%	31,046
Virus Detected	0.0%	59
Stopped by Content Filter	0.0%	277
Total Threat Messages:	80.0%	637,103
Marketing Messages	11.5%	91,234
Clean Messages	8.6%	68,459
Total Attempted Messages:		796,796

Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Stopped by Content Filter	0.2%	112
Clean Messages	99.8%	50,599
Total Messages Processed:		50,711

Message Delivery

	%	Messages
Hard Bounces	1.9%	948
Delivered	98.1%	49,704
Total Messages Delivered:		50,652

mail.ci.norman.ok.us - 01 Jan 2016 00:00 (GMT -06:00)

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MONTHLY REPORT - LEGAL DEPARTMENT
December 2015 Report
(Submitted January 15, 2015)

MONTHLY HIGHLIGHTS:

AFSCME, Fox, and Green v. City of Norman, CV-2015-267 JV (K, B)

On December 29, 2015, the district court issued an order granting the City's Motion for Summary Judgment and denying AFSCME and Robert Green's Partial Motion for Summary Judgment. Mr. Green was terminated in April of 2015 for taking excessive breaks and lunch and falsifying records. The grievance filed by AFSCME and Mr. Green conceded the misconduct but asserted that progressive discipline was not followed. Instead of limiting his decision to whether progressive discipline was followed, the arbitrator ruled that Mr. Green did not engage in misconduct and ordered the City to reinstate Mr. Green. The arbitrator also ordered the City to pay punitive damages and AFSCME's attorney fees. After reviewing the parties' submissions, the district court ruled that the arbitrator's decision did not draw its essence from the AFSCME Contract – i.e., the arbitrator was limited to the issue of whether progressive discipline was followed and did not have authority to rule that Mr. Green did not engage in misconduct. AFSCME and Mr. Green have until January 29, 2016 to appeal the district court's ruling.

Basile v. City of Norman, SC-2015-5709 (K, D)

This case was settled by agreement and will no longer on the Monthly Report.

Boensch v. City of Norman, OESC Case No. 16000078 (B)

Mason Boensch was a mechanic in the City's Fleet Division. He was terminated for an accident that occurred, in part, because of his failure comply with the Division safety procedures. Mr. Boensch's application for unemployment compensation was denied and he appealed. On December 10, 2015, Mr. Boensch's appeal was deined. This case will no longer appear on the Monthly Report.

IAFF Grievance FYE14 – (Time Exchange)

IAFF Grievance FYE14 – (Time Exchange)

IAFF Grievance FYE14 – (Bobby Smith Time Exchange)

These grievances concern firefighters exchanging work shifts for cash payments. On December 13, 2015, an arbitrator denied IAFF's grievance. The arbitrator ruled that the City did not violate the IAFF Contract when it denied duty exchange for money. These grievances will no longer appear on the Monthly Report.

IAFF Grievance FYE 15 – (Discipline)

This grievance concerns discipline imposed on a firefighter for using City property to advertise his personal business. On December 22, 2015, an arbitrator granted in part and denied in part the grievance filed on behalf of the firefighter. The arbitrator ordered the City to rescind the discipline imposed on the firefighter – a 10 shift suspension without pay, replace it with a written reprimand, and make the firefighter whole for any lost wages and benefits, less any amounts earned or benefits received from his business or other work endeavors during his 10-shift suspension. The arbitrator further ordered that the letter of reprimand include an instruction that the firefighter search for and remove from advertising on social media accounts that include photos of a Norman Fire Truck or a

Norman Fire Station. Although the issue of back pay has not been resolved, this grievance will no longer appear on the Monthly Report.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT

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

Ashton Grove, et al. v. City of Norman, CIV-12-234 W (K, B)

Holloway v. City of Norman, CJ-2013-566 D; CIV 13-01204 (K, B)

On September 14, 2015, Mr. Holloway moved the court to reconsider its ruling that Mr. Holloway was not seized. This case will remain on the Monthly Report until this issue is resolved.

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

Oklahoma Association of Broadcasters v. City of Norman, et al., SD-113913 (K, B)

COURT OF CRIMINAL APPEALS – None pending

OTHER COURTS

MBS Surety Agency v. AT&T, Circuit Court of the City of St. Louis, Case No. 1222-CC09746

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

AFSCME, Fox, and Green v. City of Norman, CV-2015-267 JV

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

Ashton Grove v. City of Norman, CJ-2012-262-TL (K)

This case was removed to federal court. See Ashton Grove, et al. v. City of Norman, CIV-12-234 W (K) *supra*.

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

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

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

Easley, Kevin v. City of Norman, CV-2012-346 L (K, B)

Easley, Kevin v. City of Norman, CJ-2015-304 (K, B)

Fabian v. City of Norman, et al., CJ-2013-1388 W (K)

FOP Lodge 122 v. City of Norman & Gambill, CJ-2005-112 L (K)

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

These two FOP cases are dormant. They remain open until the Court issues a Show Cause Order.

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

Casey Holcomb and Darcie Woodson v. Brenda Hall, in her official capacity as Clerk of the City of Norman, City of Norman, ex rel. Office of the City Clerk, and City of Norman, Case No. CV-2015-2343

This case was filed on December 23, 2015 seeking declaratory and injunctive relief regarding three (3) open records requests filed by Casey Holcomb and one (1) open records request filed by Darcie Woodson. Holcomb and Woodson claim that they are journalist and cannot be assessed both a search and copy fees for open records request determined to be excessively disruptive. The City's answer is due on January 19, 2015.

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

Red Cliff v. Norman Utilities Authority, CJ-2013-1223 (K, M)

Hamoush v. City of Norman and Kody Rogers, CJ-2014-1116 (K, B)

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

Young v. City of Norman, CJ-2006-819 BH (K)

B. *Condemnation Proceedings*

The following condemnation cases were filed by the City on May 5, 2015, with regard to the West Lindsey Street project. Along with the defendant property owners, the Cleveland County Treasurer and Commissioners were named. In each case, the Treasurer and Commissioners have entered their disclaimers.

City of Norman v. Big Dog Properties, LLC, et al; CV-2015-666 TB

City of Norman v. Chastain Oil Company, a Corporation, et al; CV-2015-677 W

City of Norman v. Historic Berry Farms, LLC, et al; CV-2015-674 TS

City of Norman v. KFC U.S. Properties, Inc., a Delaware Corp., et al; CV-2015-669 V

City of Norman v. B. Chris Mayes Revocable Trust, et al; CV-2015-679 W

City of Norman v. TABU Property IV, LLC, et al; CV-2015-670 TB

City of Norman v. West Lindsey Center Investors, LLC, et al; CV-2015-671 W

The following condemnation cases were filed by the City on November 2, 2015, with regard to the West Main Street bridge project. Along with the defendant property owners, the Cleveland County Treasurer and Commissioners were named in both cases. In both cases, the Treasurer and Commissioners have entered their disclaimers:

City of Norman v. Canadian Shores, LLC, et al; CV-2015-1922 TS

City of Norman v. Mona Randolph, et al; CV-2015-1923 B

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

Bank of America NA v. Jessica Baker, et al., CJ-2012-696

U.S. Bank National Association v. Suzanne M. Hames, et al., CJ-2013-1180

Mortgage Clearing Corporation v. Ursula A. Daly, et al., CJ-2013-740L

Mortgage Clearing Corporation v. Wilson S. Doiron, et al., CJ-2014-1459

Lakeview Loan Servicing, LLC v. Dustin Franks, et al., CJ-2015-302

Ventures Trust v. John C. Green, et al., CJ-2015-773

Federal National Mortgage Association v. Linda K. Van Dyke, et al., CJ-2015-1344
Mortgage Clearing Corporation v Alyssa J. Kesner, et al., CJ-2015-1387

D. *Municipal Court Appeals*

Musgrove v. City of Norman, CM-2015-324 (S, B)

After a trial de novo, the district court dismissed the attempting to elude charged and the defendant plead no contest to the reckless driving charge. The district court fined the defendant \$750.00 plus court costs. This case will no longer appear on the monthly report.

E. *Small Claims Court*

Hamoush v. City of Norman, SC 2013-3366 (K)

This case has been consolidated with Rogers v. City of Norman, Case No. CJ-2014-1116 TS and transferred to the Cleveland County District Court's CJ docket.

Latham v. City of Norman, Case No. SC-2014-3027 (K)

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

None.

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

This office has assisted with the following grievances:

AFSCME Grievance FYE 14-06 – (Green Termination)

As noted above, the arbitrator's decision in this case has been vacated.

IAFF Grievance FYE 16 – (CAD Procedures) – Arbitration has been stayed because there is no contract between the City and IAFF.

IAFF Grievance FYE 16 – (Hazmat Physicals - Nuclear Stress Test) - Arbitration has been stayed because there is no contract between the City and IAFF.

B. *Public Employees Relations Board (PERB)*

FOP Lodge 122 v. City of Norman, Case No. 2015-ULPC-548

C. *Equal Employment Opportunity Commission (EEOC)*

Robert Green v. City of Norman, EEOC Charge No. 564-2015-00286

Fred Henderson v. City of Norman and IAFF, EEOC Charge No. 564-2015-01382

D. *Contested Unemployment Claims (OESC)*

MEDIATION PROGRAM

For the month of December, 2015, the Early Settlement Norman Mediation Program accepted 68 new cases and closed 45 cases. The number of mediations conducted in December, 2015 was 10.

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through December 31, 2015. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 14	FYE 15	FYE 16	FYE 14	FYE 15	FYE 16	FYE 14	FYE 15	FYE 16
JULY	478	548	550	30	40	48	16	16	15
AUG	460	795	501	55	32	46	17	15	14
SEPT	450	684	467	40	25	30	14	8	11
OCT	497	711	431	52	46	45	16	17	14
NOV	456	437	459	58	21	29	12	10	10
DEC	413	491	437	84	46	39	13	12	12
JAN	551	668		46	39		14	16	
FEB	632	507		49	33		12	12	
MAR	634	493		40	42		12	10	
APR	651	669		38	76		15	19	
MAY	548	436		57	20		12	9	
JUNE	734	515		49	54		13	11	
TOTALS / YTD	6,504	6,954	2,845	598	474	237	166	155	76

WORKERS' COMPENSATION COURT

The total number cases pending are 29. During the month of December 2015, there were 2 new cases filed. There was one settlement that went to Council for approval. The remaining cases are proceeding in active litigation in the Workers' Compensation Court of Existing Claims & 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	FYE16	FYE15 CASES	FYE14 CASES	FYE13 CASES	FYE12 CASES
Finance						1	
Fire	Suppression	9	3		9	11	10
IT	Tech Support						
Municipal Court	Court Officer	1			1		
Parks/Rec.	Park Maintenance	1	1	1	1		1
Planning	Development Services	1		1			
Police	Patrol	5	1	3	2	3	
Police	Administration	3		2			2
Public Works	Street Maintenance	1	1		1	3	
Public Works	Traffic Control						2
Public Works	Vehicle Maintenance			1			
Public Works	Storm Water			2		2	
Utilities	Line Maintenance	1	1	1	1		1

Utilities	Sanitation	7	1	4	1	1	1
TOTALS		29	8	15	16	21	15

List of Pending Cases (S)

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

(Police, Patrol, MPO, Intestinal)

Atteberry, William v. City of Norman, CM 2015-06559 Q

(Fire, Suppression, Fire Captain, Neck)

Blalock, Rick v. City of Norman, WCC 2009-08466 H

(Utilities, Sanitation, SWI, Back, Neck, Depression)

Bolenbaugh, v. City of Norman, WCC 2012-13808 Y

Utilities/Sanitation Division/SWII

Borcherding, Alan (“Kent”) v. City of Norman, WCC 2014-05125Q

(Municipal Court, Admin., Court Officer; R. Shoulder, Neck)

Bozeman, Chris v. City of Norman, CM 2015-0888 R

(Utilities, Sewer Line Maintenance, MWII, Back)

Cecil, Gary v. City of Norman, WCC 2007-04745 A

(Fire, Suppression, Firefighter, R. Knee Aggravation of Pre-Existing Injury, Depression, L. Foot, Back, Consequential injury to L. Shoulder/Arms/Knee, Both Hips, Neck)

Cochran, Marcus v. City of Norman, WCC 2013-13012 F

(Fire, Suppression, Firefighter, L. Shoulder, L. Hip, Back)

Condit, Shelby v. City of Norman, CM 2014-10691 R

(Police, Emerg. Commun., Call Taker, Both Arms, Bilateral Hands)

The settlement in the above Condit case was approved by Council on December 22, 2015 and will no longer appear on the monthly report.

Crawford, Hugh L. v. City of Norman, WCC 2011-11738 L

(Fire, Suppression, Firefighter, Lungs)

Grady, Thomas J. v. City of Norman, WCC 2014-05405 A

(Utilities, Sanitation, SWII, R. Foot)

Hale, Michael G. v City of Norman, CM 2015-00702 H

(Planning, Dev. Svcs., Bldg. Insp., L. Shoulder, Arm)

Helm, Mark v. City of Norman, WCC 2007-07137 A

(Fire, Suppression, Firefighter, Multiple)

Houser, Jason v. City of Norman, CM 2015-02888 Y

(Police, Patrol, MPO, R. Wrist)

Kizzia, Derrald v. City of Norman, WCC 2015-05508 F

(Parks/Rec, Park Maintenance, HEO, Hearing Loss, Tinnitus, Ears)

Koscinski, Chris v. City of Norman, CM 2015-06363 K

(Fire, Suppression, Firefighter, Heart Cardiovascular)

Koscinski, Chris v. City of Norman, CM 2015-06809 A

(Fire, Suppression, Firefighter, Back)

Lake, Stephanie M. v. City of Norman, WCC 2014-11262 J

(Police, Emerg. Commun., Commun. Officer, Hands, Arms, Shoulders, Neck)

McKenna, Sean v. City of Norman, CM 2015-08264 X

(Police, Patrol, MPO, R. Leg)

Nation, Tabitha v. City of Norman, WCC 2014-04282 L

(Police, Admin., PSO, L. Shoulder)

Raney, Jeremy v. City of Norman, WCC 2015-05518 L

(PW, St. Maintenance, HEO, Lumbar Spine)

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)

Simpson, Jason v. City of Norman, WCC 2013-05574 J

(Police, Patrol, MPO, Back, Neck, Head, Consequential Psychological Overlay)

Suchy, Tim v. City of Norman, WCC 2013-11624 J

(Fire, Suppression, Firefighter, Lungs)

Suchy, Tim v. City of Norman, WCC 2013-13117 X

(Fire, Suppression, Firefighter, Back)

Tillman, Daniel A. v. City of Norman, CM 2015-01499 A

(Utilities, Sanitation, SWI, Back)

Williams, Scottie v. City of Norman, WCC 2015-04405 K

(Utilities, Sanitation, Util. Supervisor, Neck)

Williams, Scottie v. City of Norman, WCC 2015-04406 Q

(Utilities, Sanitation, Util. Supervisor, Back)

Williams, Scottie v. City of Norman, WCC 2015-04408 A

(Utilities, Sanitation, Util. Supervisor, L. Shoulder)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through December, 2015.

<u>DEPARTMENT</u>	<u>FYE 16 Month</u>	<u>FYE 16 YTD</u>	<u>FYE 15</u>	<u>FYE 14</u>	<u>FYE 13</u>
Animal Control					
City Clerk					
Code Enforcement			1		
PW-Engineering	1	3	1	2	2
Finance (meter covers)					
Fire		1	1		1
Fleet			1		
Human Resources				1	
Legal					
Utilities-Sewer & Line Maintenance	3	4	9	6	11
Parks		2	5		2
Planning					
Police		5	10	11	9
Public Works-Traffic			5	4	4
Road & Channel		1		2	
Utilities-Sanitation	1	7	15	19	7
Streets		3	4	5	7

Utilities		3	2	13	3
Utilities-Waste Water (runoff water)					
Other	1	5	6		
TOTAL CLAIMS	6	34	60	63	46

<u>CURRENT CLAIM STATUS</u>	<u>FYE 16 TO DATE</u>	<u>FYE 15</u>	<u>FYE 14</u>	<u>FYE 13</u>
Claims Filed	34	60	63	46
Claims Open and Under Consideration	9	4	5	3
Claims Not Accepted Under Statute/Other	5	7	2	
Claims Paid Administratively	7	17	16	13
Claims Paid Through Council Approval	4	9	15	11
Claims Resulting in a Lawsuit for FY15	0	0	2	1
Claims Barred by Statute (No Further Action Allowed)	0	20	23	18
Claims in Denied Status (Still Subject to Lawsuit)	7	3	0	0

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney's Office through December 31, 2015.

MONTH	REQUESTS		COMPLETED	
	FYE16	FYE15	FYE16	FYE15
JULY	9	5	9	5
AUG	12	2	6	1
SEPT	7	10	6	2
OCT	10	8	4	5
NOV	11	6	4	5
DEC	13	9	10	3
JAN		12		9
FEB		8		7
MAR		13		8
APR		4		7
MAY		13		3
JUNE		11		5
TOTALS/YTD	62	101	39	60

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
DECEMBER - FY '16**

CASES FILED

	<u>DECEMBER</u>	<u>FY16</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>FY15</u>	<u>Y-T-D</u>
Traffic	1,171		6,883	1,471		9,498
Non-Traffic	306		1,969	361		2,391
SUB TOTAL	1,477		8,852	1,832		11,889
Parking	784		6,633	1,086		8,507
GRAND TOTAL	2,261		15,485	2,918		20,396

CASES DISPOSED

	<u>DECEMBER</u>	<u>FY16</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>FY15</u>	<u>Y-T-D</u>
Traffic	1,110		5,761	643		7,096
Non-Traffic	291		1,649	333		1,974
SUB TOTAL	1,401		7,410	976		9,070
Parking	625		5,021	989		7,110
GRAND TOTAL	2,026		12,431	1,965		16,180

REVENUE

	<u>DECEMBER</u>	<u>FY16</u>	<u>Y-T-D</u>	<u>DECEMBER</u>	<u>FY15</u>	<u>Y-T-D</u>
Traffic	\$ 138,221.00		\$ 764,314.10	\$ 150,587.00		\$ 928,297.00
Non-Traffic	\$ 29,098.00		\$ 273,143.60	\$ 20,188.00		\$ 296,380.00
SUB TOTAL	\$ 167,319.00		\$1,037,457.70	\$ 170,775.00		\$1,224,677.00
Parking	\$ 17,195.00		\$ 120,715.00	\$ 28,094.00		\$ 170,283.00
GRAND TOTAL	\$ 184,514.00		\$1,158,172.70	\$ 198,869.00		\$1,394,960.00

Juvenile Community Service Program

In December, 2015, juveniles provided 63.50 hours of community service, worked through our Juvenile Community Service Program, to various local non-profit agencies.

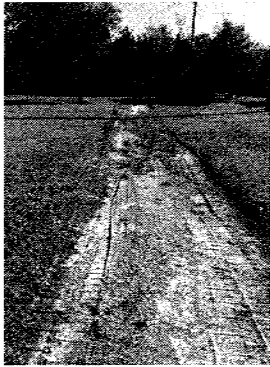
PARKS AND RECREATION 9

Park Planning Activities

December, 2015

Park Sidewalks:

Texoma Paving and Construction replaced the gravel trails in Oak Tree South and Lions Memorial Parks with concrete. They also replaced the old narrow concrete East-West sidewalk through Colonial Estates Park with a new 6' wide path.



Oak Tree South Before



Oak Tree South After

Keyes Construction installed a park walking trail at Walnut Ridge Park, which connects the sidewalk on Castlewood Dr. to the playground area on Walnut Drive. Keyes Construction also replaced the access walk at Vineyard Park that connects Yarmouth Road to the park.

We are receiving bids to construct a perimeter walking trail in Brookhaven Square Park, as weather permits this fall/winter. We have spoken with representatives from the Home Owners Association to confirm the trail alignment; and will work with that group to coordinate access to the site during construction, so that parking and traffic will experience minimal interruption.

Senior Center:

Fredgren Quality Works started work on the Senior Citizens Center interior renovation project, which will center on bringing the restroom facilities and basement rooms in the building into compliance with ADA requirements. During the work, all senior programs have been moved to the Reaves Center facility located at the corner of S. Jenkins Ave. and Constitution St. until the renovation work is completed.

Tree Planting:

Grissom's Nursery installed the new trees at Sutton Place Park around the playground which were given to the city via a grant from the Oklahoma Tree Bank program aimed at providing shade at such areas. A total of eight 2-1/2" caliper elms and maples were planted around the play equipment.



Sutton Place Playground Before



Sutton Place Playground After

DECEMBER 2015
RECREATION DIVISION
MONTHLY REPORT

Senior Citizens Center: There were 788 seniors who participated in activities during the month of December. Daily Senior activities moved to Reaves Center on December 14th while renovations are being completed at the Center on Peters. The renovations did not involve the Congregate Meal site downstairs. There were 2 rentals at the center this month with 460 in attendance. Special activities at the center this month included a Volunteer Luncheon, Christmas Potluck and New Years Eve Brunch.

Little Axe Community Center: Outreach food distribution for the month of December was 252 adults and 67 children for a total of 292. The totals for the calendar year are 3,257 adult and 1,355 children for a total of 4,612. The recipients also received a coupon for a frozen pie from Country Boy Market. There were eight facility rentals for the month. The Pioneer Library Service Statistics Report Community Book Place report shows 253 units of service. Center staff in cooperation with the Little Axe 4-H hosted the annual Senior Christmas Party December 12th which was well attended and really enjoyed by all.

12th Avenue Recreation Center: The Adult Basketball Leagues which consists of a Monday Night, Tuesday Night and Thursday Night division finished their tournament playoffs in December. The winter Adult Basketball league is currently filled for the upcoming season with 20 teams signed up for league play. The American Karate program offered their seasonal "Stranger Danger" program in December. The program was open to all children ages 5-12 and consisted of 21 students. Topics included; Who is a stranger; How to break free from grips or holds; What to do if someone touches inappropriately; What to do if a friend plays with a gun or knife; Be wary of a stranger enticing you; What to do in an attempted kidnapping; Bullies; and How to fall without hurting yourself.

Irving Recreation Center: The Irving Recreation Center held a Winter Coat & Gloves Drive for the less fortunate and collected 2 ½ hefty bags full of outerwear. All proceeds benefitted a local organization that provides clothing to those in need. We held our monthly youth classes this month with Christmas themed activities; 10 kids attended our building class and cooking class and 11 students attended our art class. Our monthly Teens' Night Out event had 6 teens enrolled and we took them to Hey Day for arcade games & laser tag. We also hosted a Candy Cane Hunt and Parents' Day Out event on December 19th. We had 25 participants for our Candy Cane Hunt and 13 kids attend our Parents' Day Out event.

Whittier Recreation Center: In December, the Junior Jammer basketball winter league registration completed with 720 children enrolled on 87 teams. Games are being scheduled to play at 12th Avenue, Whittier and Irving Recreation Centers along with Alcott and Longfellow Middle School. In December, Whittier Recreation Center also had it's after school program, along with dance classes and hosting several games for the Whittier Middle School basketball program.

FACILITY ATTENDANCE:	Month	Year to Date
Senior Citizens Center (includes congregate meals)	2,029	11,914
Little Axe Community Center	1,372	9,099
12th Avenue Recreation Center	2,624	14,222
Irving Recreation Center	1,914	10,636
Whittier Recreation Center	3,050	15,421
Reaves Center	300	1800

**DECEMBER 2015
PARK MAINTENANCE DIVISION**

Park Maintenance crews prepared Andrews Park for the annual Holiday Celebration. Crews performed routined trash and leaf clean up. Crews completed an irrigation project at Earl Sneed Park to provide water to a planting bed on the east side of the walking trail.

SAFETY REPORT	FYE-16MTD	FYE-16YTD		FYE-15MTD	FYE-15YTD
On-The-Job Injuries	0	4		0	1
Vehicle Accidents	0	3		0	2
Employee responsible	0	3		0	0
ROUTINE ACTIVITIES	Total Man Hours MONTH- TO-DATE	YEAR-TO- DATE		Total Man Hours MONTH- TO-DATE	YEAR-TO- DATE
Mowing	59.00	1386.00		0.00	1106.75
Trim Mowing	24.00	3012.00		0.00	4881.50
Chemical Spraying	0.00	218.00		0.00	4881.50
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	9.00	9.00		0.00	8.00
Tree & Stump Removal	188.00	568.00		156.00	653.50
Tree Trimming/Limb Pick-Up	71.00	727.50		110.00	722.00
Restroom/Trash Maintenance	128.00	1892.00		221.00	2837.50
Play Equipment Maintenance	0.00	185.50		83.00	503.00
Sprinkler Maintenance	130.75	672.50		0.00	529.25
Watering	0.00	143.00		0.00	389.00
Grounds/Building Maintenance	49.00	341.50		91.50	615.25
Painting	12.00	12.00		24.00	78.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	0.00	4.00		0.00	62.00
Special Projects	635.50	1694.00		488.50	2025.00
Nursery Maintenance	0.00	0.00		0.00	42.00
Flower/Shrub Bed Maintenance	96.00	337.00		0.00	263.50
Seeding/Sodding	0.00	0.00		0.00	44.00
Ballfield Maintenance/Marking	88.00	627.50		48.00	634.75
Fence Repairs	0.00	6.00		16.00	88.50
Equipment Repairs/Maintenance	100.75	691.00		141.75	1009.25
Material Pick-Up	7.00	62.25		6.50	110.75
Miscellaneous	315.75	1169.50		632.75	1880.75
Shop Time	38.50	220.75		64.50	480.75
Snow/Ice Removal	90.00	103.00		11.00	138.00
Christmas Lights	255.00	1087.50		668.75	1713.25
Close to Home Fishing	0.00	0.00		1.25	1.25
Forestry	16.00	22.00		0.00	3.00
Graffiti Clean-Up	12.00	12.00		12.00	19.00
Water Fountains	0.00	0.00		0.00	2.00
Inground Trash	0.00	54.00		0.00	0.00
Vector Control	0.00	27.00		0.00	0.00

NOVEMBER 2015
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

This program provides offenders opportunities to complete their court ordered
community service hours in a supervised environment.

	Municipal Court				Outside Agency				Total			
	Clients		Hours		Clients		Hours		Clients		Hours	
	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D	Month	Y-T-D
Animal Control		1		30.00	1	2	40.00	80.00	1	3	40.00	110.00
Building Maintenance												
City Clerk												
City Controller												
Compost Facility												
Code Enforcement												
Fleet Management												
Finance												
Firehouse Art Center												
Legal												
Municipal Court												
Park Maintenance												
Personnel												
Police												
Recreation												
Sanitation												
Sewer & Water												
Westwood Golf						1		24.00		1		24.00
Westwood Pool												
Print Shop												
Public Works												
Payroll												
Engineering												
Hourly Wage Value				\$7.25				\$7.25				\$7.25
Value of hours Month								\$290.00				\$290.00
Value of hours Y-T-D				\$217.50				\$754.00				\$971.50

*clients and hours are counted in month in which total service hours are completed

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A

**DECEMBER 2015
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2016	FY 2016	FY 2015	FY 2015
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	1
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

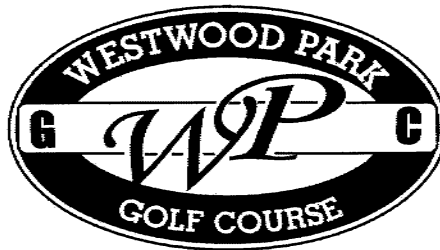
	FY 2016	FY 2016	FY 2015	FY 2015
	MTD	YTD	MTD	YTD
Green Fees	\$22,398.64	\$268,933.73	\$16,212.66	\$261,388.26
Driving Range	\$2,450.87	\$51,708.36	\$1,670.08	\$48,812.30
Cart Rental	\$9,783.35	\$152,220.44	\$6,705.51	\$150,233.50
Restaurant	\$422.17	\$6,584.68	\$402.50	\$6,497.22
Insufficient Check Charge	\$25.00	\$75.00	\$0.00	\$75.00
Interest Earnings	\$15.29	\$127.88	\$6.87	\$125.83
TOTAL INCOME	\$35,095.32	\$479,650.09	\$24,997.62	\$467,132.11
Expenditures	\$60,138.79	\$503,821.32	\$84,631.11	\$521,626.37
Income vs Expenditures	(\$25,043.47)	(\$24,171.23)	(\$59,633.49)	(\$54,494.26)
Rounds of Golf	1221	17288	1422	16991

Routine maintenance practices include: Greensmowing, cup changing and sand trap raking one to two times a week, depending on weather conditions. Collars, an area immediately around the greens, are mowed weekly. No mowing is done when ground is frozen. Heaters and out buildings are checked daily. There was minimal need for irrigation this month. Precipitation has resulted in increased man-hours for pumping and maintaining sand traps.

In December all weatherizing practices are monitored to protect against freezing. This month we continue the process of retooling for next season. All valve boxes are located edged and repainted as required. Cups are stripped and repainted. Tee markers are being refurbished. In addition, over the next months every piece of equipment will be examined and serviced as needed. Leaf and goose dropping management is performed daily. A beaver that has done some damage to a few trees appears to be gone.

An application of wetting agent was applied to all greens. Post emergent herbicide applications continue where needed. A pesticide training meeting was attended by our five certified applicators, to help fulfill continuing education requirements.

Repairs were made to the tennis center roof, the fence that surrounds the maintenance area, and the range ball dispenser. The clock tower was repaired and repainted.



DECEMBER 2015

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	DECEMBER FY'16	DECEMBER FY'15
Regular Green Fees	194	127
Senior Green Fees	157	77
Junior Fees	36	15
School Fees (high school golf team players)	2	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	211	133
Employee Comp Rounds	153	142
Golf Passport Rounds	0	0
9-Hole Green Fee	28	13
2:00 Fees	0	0
4:00 Fees	118	54
6:00 Fees	0	0
PGA Comp Rounds	2	2
*Rainchecks (not counted in total round count)	7	3
Misc Promo Fees (birthday fees, players cards, OU student fees, Military, player pass)	318	333
Green Fee Adjustments (fee difference on rainchecks)	2	5
Total Rounds (*not included in total round count)	1221	901
% change from FY '15	35.52%	
Range Tokens	782	437
% change from FY '15	78.95%	
18 - Hole Carts	35	26
9 - Hole Carts	24	14
1/2 / 18 - Hole Carts	407	290
1/2 / 9 - Hole Carts	93	37
Total Carts	559	367
% change from FY '15	52.32%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	2	0
9 - Hole Senior Trail Fees	4	0
Total Trail Fees	6	0
% change from FY '15	600.00%	
TOTAL REVENUE	\$35,095.32	\$24,997.62
% change from FY '15	40.39%	

DECEMBER 2015 WESTWOOD POOL MONTHLY REPORT

Westwood Pool closed for the season on August 16th.

FINANCIAL INFORMATION

	FY2016 MTD	FY2016 YTD	FY2015 MTD	FY2015 YTD
Admission Fees	\$0.00	\$55,577.15	0.00	\$37,693.00
Waterslide Fees	\$0.00	\$11,166.00	0.00	\$11,360.00
Swim Lesson Fees	\$0.00	\$9,742.50	0.00	\$5,138.00
Pool/Slide Rental	\$0.00	\$9,940.00	0.00	\$9,900.00
Locker Fees	\$0.00	\$19.00	0.00	\$46.00
Concessions	\$0.00	\$1,975.00	0.00	\$1,962.25
TOTAL INCOME	\$0.00	\$88,419.65	0.00	\$66,099.25
Expenditures	\$1,023.62	\$111,981.73	1,838.92	\$111,592.25
Income verses Expenditures	(\$1,023.62)	(\$23,562.08)	(1,838.92)	(\$45,493.00)

ATTENDANCE INFORMATION

	FY 2016 Month to Date	FY 2016 Season to Date (May-Sept 15)	FY 2015 Month to Date	FY 2015 Season to Date (May-Sept 14)
a. swim tags	0	4168		5811
b. pool admission	0	12628		10381
c. slide admission- (not inc. in total)	0	8680	0	8976
d. group admission	0	3545	0	2206
e. noon admission	0	73		73
f. evening admission	0	2676		2411
g. evening tags	0	1104		2051
TOTAL ATTENDANCE	0	24194	0	22933

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

**PLANNING DEPARTMENT ACTIVITY
December 2015**

ADMINISTRATIVE DIVISION

Comprehensive Plan

A RFP was released on September 23, 2015 for the development of a Comprehensive Plan for the City. There was a pre-proposal conference on October 7, 2015 and the proposals were due to the City on October 30, 2015. We received proposals from 13 consultant teams. An interview panel comprised of department directors, staff and two commission members interviewed five consultant teams on December 11 and 14. The panel was unanimous in our choice of the MIG team. We are currently negotiating a contract with MIG and hope to bring that for approval at City Council in early 2016.

Center City Vision Plan (CCV)

Staff received the final draft of the Form Based Code from the consultant in November and the consultant, Mary Madden, made a presentation at a Study Session with City Council, the Planning Commission and the Steering Committee on December 1, 2015.

After the City Council Study Session, staff will schedule two public meetings to accept public comments on the Code. Once the public meetings are concluded, the Steering Committee will prepare the final draft for public hearings at Planning Commission and City Council.

GREENBELT COMMISSION

There were no agenda items so the Greenbelt Commission did not hold their regularly scheduled meeting of December 21, 2015.

HISTORIC DISTRICT COMMISSION

The Commission met at their regular monthly meeting on December 7, 2015.

Certificates of Appropriateness were granted for:

710 S Miller Avenue: Approval of the installation of an 8-foot rear yard fence and 6-foot side yard fence.

717 W Boyd: Approval of installation of rear door, replacement of a 6-foot side yard fence, replacement of windows on the rear non-original addition.

415 S Lahoma: Approval of 6-foot side yard fence.

Administrative By Pass/Extensions:

There were no 6 month extension requests requested for December.

There were no Administrative Bypasses granted for the month of December.

Certified Local Government (CLG) Report (FY 2015-2016) Program –

Cynthia Savage, with Architectural Resources & Community Heritage Consultant has begun work on the Wetzler Addition historic survey. She has started to gather data on this addition.

Staff noted that the house at 639 S Lahoma Avenue has been determined to not be eligible for nomination to the National Registry of Historic Places shortly after the nomination process began. This determination was made by the consultant hired by the property owner in conjunction with the Oklahoma State Historic Preservation Office. Due to how many modifications had been made to the house since original date of construction the house had lost its historical integrity.

Miscellaneous

	2014 Dec	2015 Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Walk-Ins	53	51	54	69	77	62	87	45	77	58	80	65	53
Email Contacts	354		280	315	298	306	362	305	310	404	352	337	300
Lot Line Adjustments	7	1	3	3	4	1	-	2	5	2	3	1	4
Landscape Maint. & Replacement Bonds	3	2	-	-	4	5	4	3	4	1	-	4	7
Board of Adjustment Variance Appl.	6	2	2	2	-	3	1	0	2	1	4	1	-
Legal Notices Sent	129	28	99	67	-	66	39	0	65	70	65	13	-
Planning Commission Applications Rec'd	1	2	3	1	1	6	2	3	2	4	5	2	3
Legal Notices Sent	0	18	73	38	35	158	50	142	89	264	174	33	95
Pre-Development Meeting Appl. Rec'd	1	2	3	2	2	7	4	3	5	4	7	1	3
Notices Sent	24	15	56	74	53	264	92	161	231	175	212	21	111

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2014 Dec	2015 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Ordinance Amendments			1										1
NORMAN 2025 Land Use Plan Amendments			3		1	1	1	2		1	2	2	
Rezoning Requests		1	3	1	1	7	2	2		1	5	1	2
Utility Easement/Road Closures		1					1	1		2			1
Preliminary Plats	1		6		2	3	1	2			4	2	
Rural Certificates of Survey						2		1		1			
Short Form Plats										1		1	
Site Plan Amendments													
Certificate of Plat Correction													

During December, three applications for Pre-Development were received.

During December, submittals for the January 14, 2016 Planning Commission meeting included one PUD amendment; one drainage easement vacation and closure; one special use; and one amendment to the Sign Code. Projects postponed from the

December 10 meeting to the January 14 meeting included one project which included a NORMAN 2025 amendment and rezoning; one project which included a PUD amendment and preliminary plat; and one project which included a NORMAN 2025 amendment, rezoning and preliminary plat.

The Planning Commission met in Regular Session on December 10, 2015 and approved one preliminary plat; one special use for a church; and one project which included a NORMAN 2025 amendment and short form plat. One project which included a NORMAN 2025 amendment, rezoning, and preliminary plat; one project which included a NORMAN 2025 amendment and rezoning; and one project which included a PUD amendment and preliminary plat were postponed to the January 14, 2016 meeting. One rezoning project was unanimously not approved. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of December, 37 commercial building applications were submitted for review. Of those applications submitted for review, Current Planning staff reviewed and approved 21.

Board of Adjustment

The Board of Adjustment met on December 9, 2015 and approved one sign variance. One set of minutes was prepared. The next regular meeting is scheduled for January 27, 2016.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

The base map update project being completed by Sanborn continued this month. The error in the LiDAR, DEM and contours that were delivered in July was finally identified. The vertical measurement of the GPS base station used to collect the data was incorrectly calibrated. A correction has been applied and the raw LiDAR and DEM were redelivered during the last week on December. Preliminary evaluation of the data has found this delivery to be within the specified accuracy criteria. The corrected contours should be delivered in January. The planimetric mapping was delivered in November. It was missing several feature classes and a request for correction has been submitted. The aerial photos were delivered in December. They are being reviewed. So far, the photos have met the specifications of the dataset. This project will update the City's base map to reflect new construction and any other changes on the ground, which have occurred since the last base map update was completed. This is standard maintenance of the GIS database. This information is used for many purposes throughout the city including: permitting, storm water planning, utility management, and public safety. Almost every development project, both public and private, starts with a map. The availability of recent, accurate, and complete mapping facilitates the effective management of the City's resources. ACOG communities participating in the project this year include: Norman, Edmond, Choctaw, Del City, Midwest City, Moore, Yukon, and Oklahoma County.

GIS Staff worked with the Fire Department to identify areas that are within 1.5 and 2.5 miles of a fire station along a road network. This is a part of the submission required for the ISO Fire Protection Rating. GIS Staff worked with Staff from the Engineering Division of Public Works to prepare maps and information for the FEMA audit of infrastructure in the floodplain. Staff continued support of the New World public safety software go-live. There continued to be changes to the GIS data that were needed to make the system function more effectively. Staff also did some preliminary development a mobile field application for Line Maintenance. It is a simple app designed to allow workers to use their mobile phones to identify the location of sewer lines.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 110 requests for service that resulted in the production of 95 mapping products and reports. The GIS division did work for 8 of the City's Departments during the month of December, as well as providing information for and staffing of City Council and Planning Commission Meetings.

DEVELOPMENT SERVICE

10B

DEVELOPMENT SERVICES DIVISION

Commercial New Multi-Family, New Shell Construction, New Construction, Addition/Alterations, and Interior Finish projects received Certificate of Occupancies (CO's) and Certificate of Completions (CC's) issued during December:

Multi-Family:

ADDRESS	DESCRIPTION	VALUATION	WARD
900 E. Lindsey St.	Millennium Apartments-Two residential buildings, combined garage and pool	\$23,205,491	7



The Millennium Apartment Project received its permanent Certificate of Occupancy during December. The complex consists of two residential buildings with 196 units, a garage, a pool, and a developed park area open to both the residents and the public. The combined reported value of the project is \$23,205,491, and it is located at the southeast corner of Lindsey Street and Classen Boulevard.

New Shell Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
3501 Wellsite Dr.	Wellsite Industrial Park Building-3	\$316,000	8
3511 Wellsite Dr.	Wellsite Industrial Park Building-4	\$145,200	8

New Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
221 Interstate Dr.	Hibdon Tires Plus	\$1,500,000	2

Additions and Alterations:

ADDRESS	DESCRIPTION	VALUATION	WARD
2427 W. Main St.	Brown's Shoe Fit Interior Remodel	\$45,000	2
2228 W. Main St.	Loot & XP	\$20,000	2
1210 McGee Dr.	Koda Crossfit Interior Concrete	\$36,000	2
117 Ed Noble Pky.	Olive Garden Remodel	\$300,000	3

Additions and Alterations (continued):

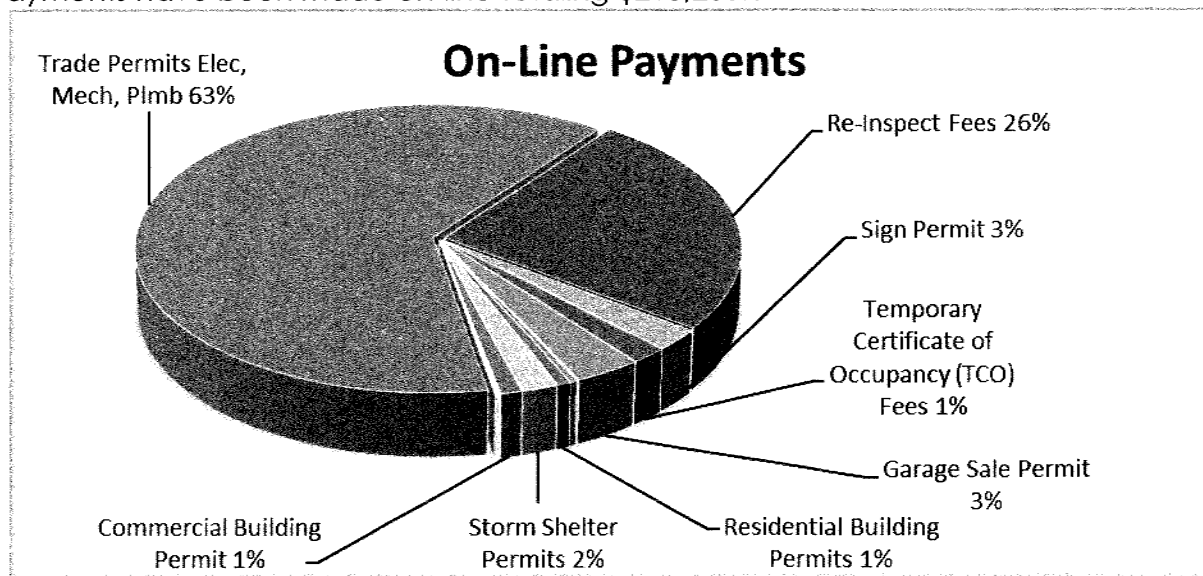
ADDRESS	DESCRIPTION	VALUATION	WARD
222 E. Eufaula St.	Transcript Press Mechanical Room	\$4,661	4
815 N. Peters Ave.	Wilson Elementary Office	\$35,000	4
1601 Deskin Dr.	Office Remodel in Warehouse	\$40,000	8

Interior Finish:

ADDRESS	DESCRIPTION	VALUATION	WARD
3501 Wellsite Dr. #135	Nexus DJ Services	\$16,000	8
3511 Wellsite Dr. #155	Blue Grace Logistics	\$32,000	8

ON-LINE INSPECTION SERVICES**On-line Payments**

During December, 79 payments were made on-line totaling \$5,559.00. To-date, 2,007 payments have been made on-line totaling \$213,206.33.



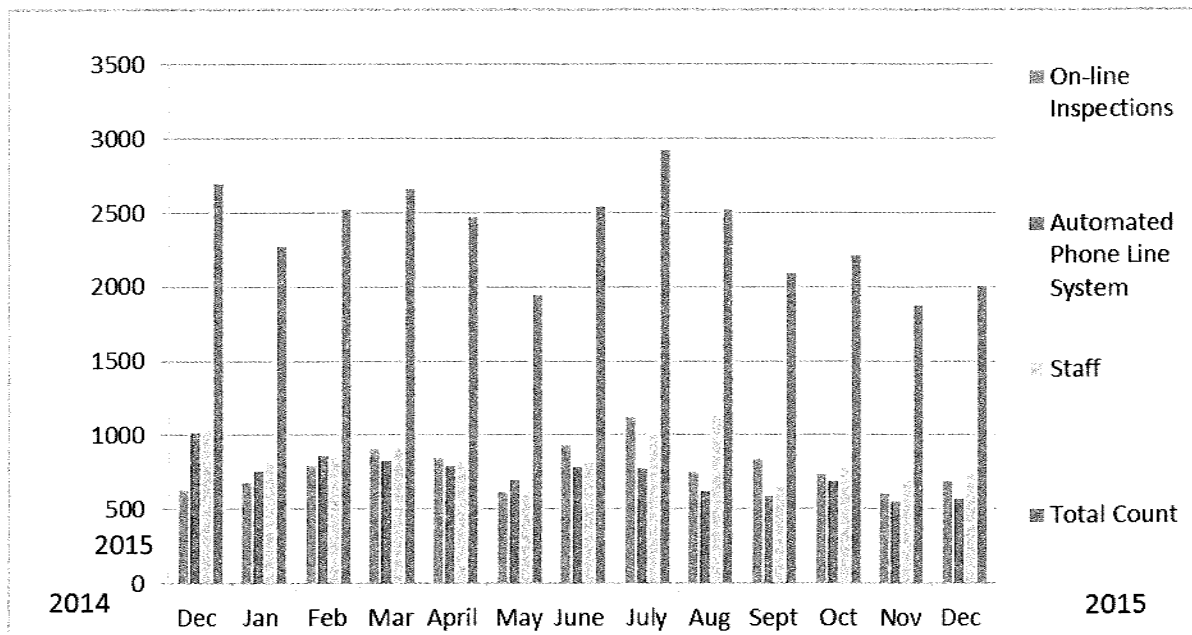
Mobile Field Inspection System

During December, 1,521 inspection results were entered using the Mobile Field Inspection (MFI) System. These 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. The dates below also include a modest number of inspection results conducted and resulted during the weekend. These inspection requests were completed on Saturdays to accommodate citizens' schedules and the heavy workload.

	December 1-5	December 7-12	December 14-19	December 21-26	December 28-31
MFI Inspection Results	285	383	420	244	189

Inspection Requests

During December, 2,017 inspection requests were made on-line. The graph below indicates the inspection requests received during the last twelve months on-line, through the automated phone line system, and the permit staff. The staff-scheduled inspection requests include phone and in-person requests, as well as administrative items.



STORM SHELTER PERMITS

Storm shelter activity remained steady during December with 70 storm shelter permits issued. Staff continues to make every effort to provide the best customer service by scheduling and coordinating the storm shelter inspections, particularly those inside the garage that require the homeowner to be on-site for the inspection. The Building Inspectors meet homeowners on-site as needed to accommodate their storm shelter inspections.

December 1-4	December 7-11	December 14-18	December 21-25	December 28-31
10	19	14	12	15

CONSTRUCTION ACTIVITY

Total value of all construction activity permitted in DECEMBER of 2015 totaled \$12,408,478, approximately half the \$24,360,336 for the same month last year. A total of 160 permits were issued in DECEMBER of 2015, down from 250 in DECEMBER of 2014. The lower dollar value in DECEMBER of 2015 is primarily due to multi-family residential construction. The lower number of permits in DECEMBER of 2015 is primarily due to residential permits.

Total new residential permitting activity in DECEMBER 2015 was valued at \$8,532,083 compared to \$22,013,275 in DECEMBER 2014. New single-family detached residential construction in DECEMBER 2015 represented 20 new homes compared with 39 new homes in DECEMBER 2014. There were 3 attached single family permits in DECEMBER 2015 compared with none DECEMBER 2014. There were no new mobile homes in DECEMBER 2015 compared to 3 in DECEMBER 2014. There were no duplex units permitted in either period. There was 1 garage apartment in DECEMBER 2015 compared to none in DECEMBER 2014. There were 2 multi-family permits valued at \$146,000 (fence, pool) in DECEMBER 2015 compared to 112 permits in DECEMBER 2014 valued at \$11,801,712 (111 dwelling units at Aspen Heights, 1 clubhouse at Aspen Heights).

Residential addition/alteration permits in DECEMBER 2015 numbered 108 valued at \$1,842,667 compared to 81 permits valued at \$1,408,966 for DECEMBER 2014. There are more permits in DECEMBER 2015 primarily due to storm shelters. The higher value in DECEMBER 2015 is primarily due to manufactured home replacements and pools/paving.

New non-residential construction permits in DECEMBER of 2015 totaled 9 with a value of \$2,423,000 compared to 3 permits valued at \$600,000 for DECEMBER 2014. The higher number of permits in DECEMBER 2015 is primarily due to Interior Finishes. The higher value in DECEMBER 2015 is due to all new construction types.

Non-residential Addition/Alteration permits in DECEMBER of 2015 totaled 17 with a value of \$1,453,395 compared to 12 permits valued at \$1,747,061 for DECEMBER 2014. There are more permits in DECEMBER 2015 and consequently the total value is also higher. The highest value project was at 4100 N. Flood Avenue, valued at \$940,000.

City of Norman
BUILDING PERMITS AND INSPECTIONS
NON-RESIDENTIAL BUILDING PERMITS
Issued DECEMBER 2015 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	NORMAN PUBLIC SCHOOLS	4790	12/03/15	2000	W	BROOKS	ST	36	3W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 35,000	700
COMMERCIAL, ADD/ALT-2	NORMAN PUBLIC SCHOOLS	4791	12/03/15	2000	W	BROOKS	ST	36	3W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 35,000	700
COMMERCIAL, ADD/ALT-2	NORMAN PUBLIC SCHOOLS	4793	12/03/15	2000	W	BROOKS	ST	36	3W	NOT SUBDIVIDED/SCHOOL LAND	R1	\$ 35,000	700
COMMERCIAL, ADD/ALT-2	ARMSTRONG, GAIL CONSTRUCTIC	4901	12/16/15	4100	N	FLOOD	AVE	1	3	PEPCO INDUSTRIAL PARK PHASE	I1	\$ 940,000	8,000
COMMERCIAL, ADD/ALT-2	BLEVINS, GARY	5317	12/03/15	2001	W	MAIN	ST	1	1	CARRIAGE PLAZA	C2	\$ 75,000	1,725
COMMERCIAL, ADD/ALT-2	SUN CONSTRUCTION SERVICES	5955	12/03/15	215	W	LENN	ST	7	6	LARSH ADD #1	R3	\$ 30,000	2,773
COMMERCIAL, ADD/ALT-2	SAMPSON, DON	6701	12/14/15	320	SE	12TH	AVE	2	1	BEL-AIRE ADD SEC 4	PUD	\$ 33,000	1,800
COMMERCIAL, ADD/ALT-2	SAMPSON, DON	6702	12/14/15	320	SE	12TH	AVE	2	1	BEL-AIRE ADD SEC 4	PUD	\$ 33,000	1,800
COMMERCIAL, ADD/ALT-2	FREDGREN, TOM	6880	12/31/15	339	S	PETERS	AVE	29	11	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 99,000	304
COMMERCIAL, ADD/ALT-2	MASTEC	6886	12/08/15	3099	NW	36TH	AVE	1	1	MASTERCRAFT PROPERTIES	I1	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	MASTEC	6887	12/08/15	1498	E	MAIN	ST	28	2W	NOT SUBDIVIDED	A2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	MASTEC	6891	12/08/15	3997	N	PORTER	AVE	8	2W	NOT SUBDIVIDED	A2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	MASTEC	6992	12/08/15	1300	E	INTERSTATE	DR	4	1	TOWNE WEST VILLAGE	C2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	MASTEC	7002	12/08/15	318	E	HAYES	DR	4	1	TOWNE WEST VILLAGE	C2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	L G CONSTRUCTION	7129	12/17/15	996	E	ED NOBLE	PKY	7	4	HIGHLAND ADDITION	R2	\$ 35,395	272
COMMERCIAL, ADD/ALT-2	MASTEC	7254	12/17/15	2410	E	CLASSEN	BLVD	6	1	AMENDED NORMCO SEC 2	C2	\$ 15,000	5
COMMERCIAL, ADD/ALT-2	PRECISION BUILDERS, LLC,	5800	12/04/15	540	W	MERCHANT	DR	8B	1	HIGHWAY HEIGHTS	C2	\$ 15,000	5
COMMERCIAL, FOUNDATION PERMIT-2	CADDELL & CO, L.L.C.	4781	12/04/15	3501	W	WELLSITE	DR	8A	7	RIEGER 2006 ADD	C2	\$ 130,000	5,882
COMMERCIAL, INTERIOR FINISH-2	LANDMARK FINE HOMES, L.P.	5325	12/16/15	4320	W	ADAMS	RD	2	2	NORTHBRIDGE IND PARK #3	I1	\$ 48,000	4,675
COMMERCIAL, INTERIOR FINISH-2	LANDMARK FINE HOMES, L.P.	5326	12/16/15	4320	W	ADAMS	RD	2	2	FRANKLIN BUSINESS PARK SEC 1	C2	\$ 292,000	2,711
COMMERCIAL, INTERIOR FINISH-2	AZTEC BUILDING SYSTEMS, INC.	5775	12/08/15	3151	W	TECUMSEH	RD	3	1	FRANKLIN BUSINESS PARK SEC 1	C2	\$ 292,000	2,711
COMMERCIAL, INTERIOR FINISH-2	BRYNLEIGH HOMES,	6175	12/30/15	480	NW	24TH	AVE	1	1	COVENANT DEVELOPMENT ADD E	PUD	\$ 200,000	1,930
COMMERCIAL, NEW CONSTRUCTION-2	CHILDERS CMS	4393	12/23/15	16151	E	LITTLE AXE	DR	1	1	SKM ADD, REPLAT OF MADISON E	I1	\$ 150,000	2,569
COMMERCIAL, NEW CONSTRUCTION-2	TYLER OUTDOOR ADVERTISING LI	6941	12/04/15	1143	E	MAIN	ST	29	2W	ABSENTEE SHAWNEE HEALTH CT	RE	\$ 500,000	4,000
COMMERCIAL, NEW SHELL BLDG-2	CONCO, INC.	7105	12/14/15	3250	E	INTERSTATE	DR	300	6	NOT SUBDIVIDED/STATE PROP.	ROW	\$ 1,000	56
Total Permits 26													
Average Valuation \$ 149,092													
Total Valuation \$ 3,876,395													
Average Project Area 2,322													
Total Project Area 60,370													

Total Permits 26		Average Valuation \$ 149,092		Average Project Area 2,322	
		Total Valuation \$ 3,876,395		Total Project Area 60,370	
NEW CONSTRUCTION INFORMATION (New Const & New Shell Bldg)					
CONTRACTOR CHILDERS CMS TYLER OUTDOOR ADVERTISING LLC CONCO, INC.	BUILDING SIZE (Square Feet) 4,000 56 17,027	/CLASSIFICAT ION BUSINESS Absentee Shawnee Health Center - Storage INSTITUTIONAL INSTITUTIONAL RETAIL	USE		TEMPORARY BLDG/CONST TRAILER-2
			ADD/ALT'S		
			NEW CONSTRUCTION		
			SUBTOTAL NEW CONSTRUCTION		
			TOTAL ADD/ALT AND NEW COMMERCIAL		
COMMERCIAL, ADD/ALT-2		COMMERCIAL, FIRE REPAIR	COMMERCIAL, INTERIOR FINISH-2	COMMERCIAL, NEW SHELL BLDG- CONSTRUCTIO	
\$ 1,453,395		17	\$ 982,000	\$ 810,000	\$ 501,000
			5	1	2
COMMERCIAL, SUBTOTAL ADDITIONS		COMMERCIAL, FOUNDATION PERMIT2			
PARKING LOT-2 AND ALTERATIONS					
\$ -		\$ 1,453,395	\$ 130,000	\$ 2,423,000	\$ 3,876,395
		27	1	9	26
STRUCTURE MOVING					
Address		Address		Address	
Purpose		Purpose		Purpose	
Use		Use		Use	
2600 Boardwalk		Fowler		commercial	
1205 W Main		BancFirst		commercial	
1800 Interstate		Interior Connections		commercial	

City of Norman
BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL PERMITS
Issued DECEMBER 2015 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	ATLAS SAFE ROOMS/CAVINS CON	6080	12/11/15	1627		CADDELL	LN	19	3	HEATHERINGTON HEIGHTS 3RD /	R1	\$ 4,500	16
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6630	12/09/15	416		COALBROOK	DR	13	3	ROYAL OAKS ADD #2	R1	\$ 2,800	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6631	12/09/15	1421		JORDON	CIR	6	2	SONOMA PARK #3	NA	\$ 2,800	40
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	6967	12/01/15	600		STURTZ	CIR	0008	001	ARBOR LAKE ADD #3	R1	\$ 2,900	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	6988	12/01/15	2851		GINGER	DR	4	3	CINNAMON RUN	RE	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7004	12/01/15	1126		PAIRIE DUNES	CT	17	2	COBBLESTONE WEST SEC 2	R1	\$ 3,500	35
1 & 2 FAMILY STORM SHELTER-3	SURVIVE-A-STORM SHELTERS	7005	12/01/15	4507		CHUKKAR	CT	4	2	BROOKHAVEN #08	R1	\$ 5,045	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7006	12/01/15	1629		BIARCREEK	DR	17	1	WOODCREAK ADD #2	R1	\$ 3,445	12
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7029	12/03/15	1016		PINECREST	ST	3	4	SHADOWLAKE ADD	R1	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	JOHNSON CONSTRUCTION	7039	12/03/15	2512		DEER CHASE	DR	7	2	DEERFIELD ADD SEC 4	R1	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	JOHNSON CONSTRUCTION	7044	12/04/15	2100		MEMPHIS	DR	9	8	COLONIAL EST #9	R1	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	JOHNSON CONSTRUCTION	7045	12/04/15	4310		SHORELINE	DR	16	1	WELLINGTON LAKE ADD A PUD	PUD	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	VETS SEPTIC SERVICE	7047	12/07/15	3904		PAINTED BIRD	LN	12	2	RED CANYON RANCH SEC 4	PUD	\$ 2,475	55
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	7054	12/04/15	1520		SANDPIPER	LN	13	1	SUTTON PLACE ADD #7	R1	\$ 3,623	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7069	12/07/15	1613		ROLLING STONE	DR	23	16	OAKHURST ADD #05	R1	\$ 2,500	35
1 & 2 FAMILY STORM SHELTER-3	JOHNSON CONSTRUCTION	7070	12/07/15	10008	NE	143RD	AVE	18	3	PRIDE #034	A2	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	7071	12/07/15	115		WILLOWAY	DR	2	6	WILLOWAY ESTATES	RM6	\$ 2,450	18
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7073	12/07/15	312	E	TONHAWA	ST	26	21	NORMAN, ORIGINAL TOWNSHIP	R3	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	7083	12/07/15	2805		WEYMOUTH	WAY	22	1	WOODLAKE ESTATES	R1	\$ 2,500	18
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE	7090	12/08/15	4527		DERBY	DR	6	1	STABLE RUN	RE	\$ 2,350	55
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE	7092	12/08/15	4925		BAKER	ST	3	1	CAMBRIDGE ADD #3	R1	\$ 3,300	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7094	12/08/15	812	W	IMHOFF	RD	12	1	CASTLEWOOD ADD SEC 2	R1	\$ 2,900	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7097	12/08/15	4220		CANNON	DR	4	5	CARRINGTON PLACE ADD #5	R1	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7107	12/09/15	2703	S	PICKARD	AVE	14	5	BROAD ACRES SEC 1	R1	\$ 3,450	35
1 & 2 FAMILY STORM SHELTER-3	ATLAS SAFE ROOMS/CAVINS CON	7112	12/11/15	2921		EDINBURG	DR	18	5	ROYAL OAKS ADD	R1	\$ 4,000	8
1 & 2 FAMILY STORM SHELTER-3	KUSTOM KRETE CONCRETE & COI	7122	12/10/15	401		SUMMIT BEND	DR	1	4	SUMMIT LAKES ADD #6	R1	\$ 5,100	35
1 & 2 FAMILY STORM SHELTER-3	SOONER TRADITIONS, LLC.	7125	12/10/15	1408		REID PRYOR	RD	3	3	CEDAR LAKE SEC #1	R1	\$ 3,200	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7140	12/11/15	701	N	PETERS	AVE	21	7	J A JONES ADDITION	R1	\$ 2,354	55
1 & 2 FAMILY STORM SHELTER-3	SMART SHELTER INC.	7147	12/11/15	3106		TURNBERRY	CT	13	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 3,395	24
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7167	12/14/15	230		CINDY	AVE	1	6	CRESTLAND ESTATES #1	R1	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	ATLAS SAFE ROOMS/CAVINS CON	7255	12/15/15	611	E	COMANCHE	ST	26	50	ROCK CREEK POLO CLUB #3	R1	\$ 4,500	40
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7258	12/15/15	400		SUMMIT HILL	RD	1	2	NORMAN, ORIGINAL TOWNSHIP	R2	\$ 5,000	24
1 & 2 FAMILY STORM SHELTER-3	AREA SEPTIC SERVICES, INC.	7270	12/15/15	1609		BLESSING	CT	25	3	SUMMIT LAKES ADD #5	R1	\$ 2,900	32
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7284	12/16/15	421		BOULDER	CT	15	1	ALAMEDA PARK ADD #2	R1	\$ 5,200	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7292	12/16/15	1209		HOLLOW TREE	TER	1	2	WESTERN VIEW #1	R1	\$ 2,900	63
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7305	12/17/15	4701		PINON	CT	50	2	EAST RIDGE ADD #14	R1A	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7307	12/17/15	2371		ALAMEDA PLAZA	RD	1	2	ROCK CREEK POLO CLUB #3	R1	\$ 2,500	64
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7324	12/18/15	7505		LARAMIE	RD	17	1W	ALAMEDA PLAZA SUITE ADD	R1A	\$ 2,500	32
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE	7325	12/18/15	4416		MIDWAY	DR	14	1	NOT SUBDIVIDED	A2	\$ 3,300	40
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	7326	12/18/15	12500		APPLEWOOD	LN	12	1W	CAMBRIDGE PLACE	RM6	\$ 3,000	35
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7328	12/18/15	4413		WINDING RIDGE	CIR	19	3	WHISPERING OAKS (SURVEY)	A2	\$ 2,848	48
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	7335	12/18/15	1901		TRAILVIEW	DR	1	1	BROOKHAVEN #17	R1	\$ 2,900	21
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7341	12/21/15	4040		NICOLE	PL	11	1	TRAILS ADD	R1	\$ 4,000	26
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7342	12/22/15	4000		WORTHINGTON	DR	7	5	CASTLEROCK ADD #3	R1	\$ 3,300	40
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	7343	12/22/15	5909		ALAMEDA	ST	25	2W	CASTLEROCK ADD #5	R1	\$ 3,300	40
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7344	12/22/15	904		RICH	ST	29	2W	NOT SUBDIVIDED	A2	\$ 3,851	63
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	7356	12/21/15	4300	E	SHORELINE	DR	15	1	NOT SUBDIVIDED	R1	\$ 3,000	35
1 & 2 FAMILY STORM SHELTER-3	PRERFERED SHELTERS	7357	12/21/15	1139		SIENA SPRINGS	DR	2	2	WELLINGTON LAKE ADD A PUD	PUD	\$ 2,300	21
1 & 2 FAMILY STORM SHELTER-3	RN CONCRETE PRODUCTS	7358	12/22/15	10315		ALAMEDA	DR	22	1W	SIENA SPRINGS ADD #1	PUD	\$ 2,700	80
1 & 2 FAMILY STORM SHELTER-3	RN CONCRETE PRODUCTS	7359	12/22/15	10209		GERONIMO	DR	2	1	NOT SUBDIVIDED	A2	\$ 3,400	56
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	7366	12/23/15	2701		BISHOPS	DR	1	8	CAROLEE ESTATES	R1	\$ 3,400	56
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	7387	12/23/15	1400		PEBBLE BEACH	DR	13	-	BERKELEY ADD #3	R1	\$ 2,200	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	7389	12/23/15	2126		IOWA	DR	7	7	OBLESTONE CREEK GOLF CLU	RE	\$ 3,400	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO SHELTERS	7391	12/23/15	330	NE	180TH	AVE	27	1E	WESTWOOD ESTATES	R1	\$ 2,200	21
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7396	12/28/15	402		TECUMSEH MEADOW	CT	17	1	NOT SUBDIVIDED	A2	\$ 2,300	48
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA UNDERGROUND INC.	7403	12/28/15	1719		QUAIL CREEK	DR	15	1	TECUMSEH MEADOWS ADD #3	R1	\$ 2,500	25
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	7408	12/30/15	603		SEDONA	DR	26	1	QUAIL CREEK ACRES #1	RE	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7410	12/29/15	3821		DANFIELD	LN	6	1	RED CANYON RANCH SEC 5	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7414	12/29/15	1416		REID PRYOR	RD	1	3	BROOKHAVEN #40	R1	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7417	12/29/15	404		ALPINE	DR	4	11	CEDAR LAKE SEC #1	R1	\$ 2,500	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7417	12/29/15	404		ALPINE	DR	4	11	CHERRY CREEK #3	R1	\$ 3,300	40

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7418	12/29/15	506		KENSINGTON	RD	4	2	QUAILBROOK ADD #1	R1	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7419	12/29/15	1899		SADDELBACK	BLVD	021	4	LOCK CREEK POLO CLUB REPLA	RM6	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7420	12/29/15	4409		NEWPORT	DR	9	3	CAMBRIDGE PLACE #3	RM6	\$ 2,300	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7421	12/29/15	1013		POTTINGHAM	CIR	27	1	SHERWOOD FOREST #3	R1	\$ 2,900	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7423	12/29/15	4005		POTOMAC	DR	27	8	HERITAGE PLACE II SEC 2	RM6	\$ 2,900	24
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7426	12/30/15	3900		SIERRA VISTA	WAY	16	3	RED CANYON RANCH SEC 4	PUD	\$ 2,900	25
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7427	12/30/15	4508		GREEN MEADOW	CIR	20	3	BROOKHAVEN #37	R1	\$ 3,300	35
1 & 2 FAMILY STORM SHELTER-3	THUNDERGROUND STORM SHELTER	7428	12/30/15	518		CLAREMONT	DR	13	8	NORMANDY PARK	R1	\$ 4,256	42
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	7430	12/30/15	1500		MELROSE	DR	1	6	EDGEHURST 4TH ADD	R1	\$ 4,100	28
1 & 2 FAMILY, ADD OR ALTER-2	BYRD, WILLIAM	6139	12/09/15	1811		CAMDEN	WAY	5	8	MEADOW PARK ADD	R1	\$ 60,000	1,325
1 & 2 FAMILY, ADD OR ALTER-2	LOWE CONSTRUCTION	6865	12/01/15	2512		SMOKING OAK	RD	10	3	SMOKING OAK #1-REPLAT	R1	\$ 205,000	1,919
1 & 2 FAMILY, ADD OR ALTER-2	LAW CONSTRUCTION	7001	12/14/15	1200		COUNTRY CLUB	DR	1	4	COUNTRY CLUB EST WILLA	R1	\$ 250,000	3,400
1 & 2 FAMILY, ADD OR ALTER-2	ARNOLD, CHRIS	7065	12/11/15	1525		AVONDALE	DR	6	1	LYDICKS #2	R1	\$ 20,000	160
1 & 2 FAMILY, ADD OR ALTER-2	CHAMPION WINDOWS & PATIO RO	7142	12/11/15	3700		BELLWOOD	DR	3	4	BROOKHAVEN #01	R1	\$ 45,726	225
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	7161	12/14/15	117		MIMOSA	DR	5	6	CRYSTAL HEIGHTS	R1	\$ 50,000	1,900
1 & 2 FAMILY, ADD OR ALTER-2	FEVIA, OLIVER	7162	12/23/15	913	N	PICKARD	AVE	30	2W	NOT SUBDIVIDED	RM2	\$ 8,000	665
1 & 2 FAMILY, ADD OR ALTER-2	SOUTHWEST BUILDERS	7309	12/30/15	4207		BLUE SAGE	RD	3	1	BROOKHAVEN #05	R1	\$ 30,000	520
1 & 2 FAMILY, ADD OR ALTER-2	FREDGREN, TOM	7397	12/29/15	3609		IVES	WAY	115	1	BROOKHAVEN, VILLAGE AT #2	RM6	\$ 45,000	100
1 & 2 FAMILY, FIRE REPAIR	PHOENIX CONSTRUCTION SERVIC	6996	12/01/15	1207		CLEARWATER	DR	4	2	EAST RIDGE ADD #02	RM2	\$ 74,070	1,106
1 & 2 FAMILY, FIRE REPAIR	NAPCO CONSTRUCTION, INC.	7306	12/17/15	201		RIDGE LAKE	BLVD	28	2	SUMMIT LAKES ADD #3	R1	\$ 8,794	1,887
1 & 2 FAMILY, PAVING-2	WILLIS, DERRICK	6881	12/07/15	620		KANSAS	ST	13	4	KUNKEL ADDITION	R1	\$ 2,400	520
1 & 2 FAMILY, PAVING-2	CANTERRA HOMES	6982	12/02/15	4508		FARM HILL	RD	1	3	FOUNTAIN VIEW SEC. #1	R1	\$ 2,000	450
1 & 2 FAMILY, PAVING-2	EXPERT SERVICES	6990	12/01/15	1216		MELROSE	DR	4	2	EDGEHURST ADDITION #1	R1	\$ 4,800	504
1 & 2 FAMILY, PAVING-2	LANDMARK FINE HOMES, LP.	7110	12/18/15	4321		HACKNEY WICK	RD	1	4	CARRINGTON PLACE ADD #12	R1	\$ 5,000	850
1 & 2 FAMILY, PAVING-2	STEWART CONCRETE CONST.	7407	12/29/15	315		MIMOSA	DR	3	4	CRYSTAL HEIGHTS	R1	\$ 6,500	476
1 & 2 FAMILY, STORAGE BLDG-2	DAVID WILLIAMS CONTRACTING	2467	12/21/15	432		CHAUTAQUA	AVE	7	1	ROSS ADDITION	R1	\$ 20,000	624
1 & 2 FAMILY, STORAGE BLDG-2	SUGG, TONY CONST.	7067	12/07/15	811		LITTLE RIVER	RD	1	5	WILDWOOD HILLS ESTATES	RE	\$ 15,000	2,400
1 & 2 FAMILY, STORAGE BLDG-2	MORTON BUILDINGS	7078	12/07/15	346	W	FRANKLIN	RD	7	2W	NOT SUBDIVIDED	RE	\$ 35,000	1,056
1 & 2 FAMILY, STORAGE BLDG-2	GOBER BUILDINGS, LLC.	7157	12/14/15	7650		NUTMEG	DR	9	2	CINNAMON RUN	RE	\$ 13,500	1,200
1 & 2 FAMILY, STORAGE BLDG-2	GOBER POST FRAME CONSTRUCT	7253	12/15/15	10500	E	BOVD	ST	34	1W	WINDEMERE HEIGHTS	A2	\$ 21,990	1,800
1 & 2 FAMILY, STORAGE BLDG-2	RGP RESTORATION, INC.	7266	12/22/15	540		TULSA	ST	6	5	SOUTHRIDGE ADD	R1	\$ 100,000	825
1 & 2 FAMILY, STORAGE BLDG-2	GOBER CONSTRUCTION	7288	12/15/15	2650	NE	66TH	AVE	18	1W	NOT SUBDIVIDED	A2	\$ 17,000	1,500
1 & 2 FAMILY, STORAGE BLDG-2	RSM CONSTRUCTION	7289	12/22/15	2600		LONG LAKE	PL	4	1	WELLINGTON LAKE SEC 2	R1	\$ 18,000	1,020
1 & 2 FAMILY, STORAGE BLDG-2	LOMPERT, ELIZABETH	7323	12/18/15	1005		LITTLE RIVER	RD	1	3	WILDWOOD HILLS ESTATES	RE	\$ 2,500	160
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	7345	12/21/15	7401		LETT	CIR	25	1W	NOT SUBDIVIDED	A2	\$ 21,000	1,200
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	7366	12/23/15	5225	N	PORTER	AVE	5	2W	NOT SUBDIVIDED	A2	\$ 10,000	1,800
1 & 2 FAMILY, SWIMMING POOL-3	ARTISTIC POOLS	6693	12/02/15	2619		BERRY FARM	RD	3A	1	ASHTON GROVE ADD SEC 2	PUD	\$ 30,000	392
1 & 2 FAMILY, SWIMMING POOL-3	BLUE HAVEN POOLS OF OK	6859	12/02/15	808		CAROLYN RIDGE	RD	3	3	RED CANYON RANCH SEC 1	PUD	\$ 44,000	795
1 & 2 FAMILY, SWIMMING POOL-3	THUNDER POOLS & SPAS, LLC	6961	12/01/15	5225	N	PORTER	AVE	5	2W	NOT SUBDIVIDED	A2	\$ 75,000	720
1 & 2 FAMILY, SWIMMING POOL-3	PLEASANT POOLS	7037	12/09/15	1712		CLIFFSIDE	CT	4	4	CROSSROADS WEST #6	R1	\$ 29,000	392
1 & 2 FAMILY, SWIMMING POOL-3	OWNER	7333	12/18/15	3119		HARWICH	CT	21	2	THE VINEYARD PHASE 1	RM2	\$ 12,000	720
1 FAMILY, MANUF HOME REPLACE-2	SHEPPARD, JAMES R. & LORI E.	6859	12/16/15	17001	E	ROCK CREEK	RD	15	1E	REYNOLDS LAKE ADD (SURVEY)	A2	\$ 85,800	1,792
1 FAMILY, MANUF HOME REPLACE-2	OWNER	6964	12/01/15	3030	NE	168TH	AVE	16	1E	NOT SUBDIVIDED	A2	\$ 700	1,064
1 FAMILY, MANUF HOME REPLACE-2	JOHNSON, MELINDA G.	7301	12/17/15	16215		KASEY	DR	18	-	INDIAN VALLEY ESTATES	A2	\$ 70,000	2,016
1 FAMILY, NEW CONSTRUCTION-2	WILLIAMS, DAVID CONSTRUCTION	1431	12/21/15	432		CHAUTAQUA	AVE	7	1	ROSS ADDITION	R1	\$ 250,000	2,992
1 FAMILY, NEW CONSTRUCTION-2	BYRD BUILDING COMPANY	6825	12/10/15	4507		FOUNTAIN VIEW	DR	26	3	FOUNTAIN VIEW SEC. #1	R1	\$ 750,000	5,928
1 FAMILY, NEW CONSTRUCTION-2	OWNER	6892	12/07/15	750		JENKINS	AVE	25	3	LARSH'S UNIVERSITY ADD	R3	\$ 250,000	1,666
1 FAMILY, NEW CONSTRUCTION-2	VINTAGE CUSTOM HOMES, LLC.	6923	12/02/15	3501	NE	108TH	AVE	14	1W	NOT SUBDIVIDED	A2	\$ 241,000	4,143
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	6967	12/02/15	1015		EAGLE ROCK	LN	5	4	GREENLEAF TRAILS ADD 6	PUD	\$ 228,330	2,937
1 FAMILY, NEW CONSTRUCTION-2	MCALISTER CONSTRUCTION INC.	7003	12/10/15	628		SUMMIT CREST	LN	20	3	SUMMIT LAKES ADD #7	R1	\$ 300,000	3,962
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	7011	12/08/15	2905		LERKIM	LN	6	2	TRAILWOODS SEC 8	PUD	\$ 197,730	2,197
1 FAMILY, NEW CONSTRUCTION-2	STONEWALL HOMES, LLC.	7012	12/02/15	422		PERTH	CT	14	1	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 260,000	2,352
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	7038	12/10/15	4400		KENSAL RISE	PL	10	5	CARRINGTON PLACE ADD #8	R1	\$ 592,206	4,825
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	7040	12/10/15	4505		KENSAL RISE	PL	8	4	CARRINGTON PLACE ADD #8	R1	\$ 525,000	4,129
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	7041	12/10/15	3419		MOUNT MITCHELL	LN	11	3	SPRINGS AT GREENLEAF TRAIL	PUD	\$ 185,000	2,556
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	7046	12/08/15	1106		EAGLE ROCK	LN	4	1	GREENLEAF TRAILS ADD 6	PUD	\$ 243,540	2,592
1 FAMILY, NEW CONSTRUCTION-2	STONEWALL HOMES, LLC.	7055	12/07/15	400		PERTH	CT	19	1	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 302,000	2,638
1 FAMILY, NEW CONSTRUCTION-2	HARBOR HOMES, INC.	7056	12/10/15	1390		DRAGONFLY	RD	26	2	FROST CREEK ADD.	PUD	\$ 318,780	5,514
1 FAMILY, NEW CONSTRUCTION-2	SHERIDAN, LLC	7130	12/15/15	401		TURNBERRY	DR	20	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 209,700	3,323
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	7139	12/18/15	740		VILLAVARDE	DR	2	3	MONTEORO RIDGE SEC. #1	PUD	\$ 405,810	4,509
1 FAMILY, NEW CONSTRUCTION-2	MAJESTIC FINE HOMES, LLC.	7148	12/11/15	3904		MONTELENA	CT	14	1	BROOKHAVEN #41	R1	\$ 343,620	4,794

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	7278	12/18/15	1029		PIPER	ST	1	4	TRAILWOODS SEC 8	PUD	\$ 174,690	1,941
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	7279	12/18/15	2904		LERKIM	LN	7	1	TRAILWOODS SEC 8	PUD	\$ 179,010	1,989
1 FAMILY, NEW CONSTRUCTION-2	IDEAL BILT HOMES,LLC.	7282	12/18/15	12101		GANDER	LN	1	1W	GIBSON COS	A2	\$ 152,000	1,408
1 FAMILY ATTACHED	FLORIDA CONSTRUCTION	7367	12/29/15	106		RUE DE MONTSERR,		17	4	SUMMIT LAKE VILLAS #1	PUD	\$ 90,000	2,249
1 FAMILY ATTACHED	FLORIDA CONSTRUCTION	7368	12/29/15	108		RUE DE MONTSERR,		16	4	SUMMIT LAKE VILLAS #1	PUD	\$ 90,000	2,229
1 FAMILY ATTACHED	FLORIDA CONSTRUCTION	7369	12/29/15	110		RUE DE MONTSERR,		15	4	SUMMIT LAKE VILLAS #1	PUD	\$ 90,000	2,399
GARAGE APT, NEW CONST	THORNTON CONSTRUCTION	6821	12/10/15	810	S	LAHOMA	AVE	30	6	PARSONS ADDITION	R1	\$ 165,000	3,470
3+ FAMILY, FIRE REPAIR	BLACKMON MOORING	7262	12/28/15	2306		GLEN OAKS	DR	2306	2	GLEN OAKS ADD	RM6	\$ 47,745	792
3+ FAMILY, STORAGE BLDG-2	SUPERIOR CONCRETE FENCE	6414	12/21/15	2501		PENDLETON	DR	14	3W	LEGACY TRAIL APTS FENCE	PUD	\$ 71,000	1,700
3+ FAMILY, POOL	LANDMARK FINE HOMES, LP	6698	12/07/15	3402		MOUNT MITCHELL	LN		D	SPRINGS AT GREENLEAF TRAIL	PUD	\$ 75,000	597
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN-SANITATION	7334	12/18/15	329	S	PETERS	AVE	29	11	NORMAN, ORIGINAL TOWNSHIP	R3		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	7351	12/21/15	2799	E	ROBINSON	ST	22	2W	NOT SUBDIVIDED	A2		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	7358	12/23/15	3301	W	MAIN	ST	1	1		C2		
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	7393	12/28/15	1670	NW	24TH	AVE	1	2	UNIVERSITY NORTH PARK SEC	PUD		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN	CITY OF NORMAN	7049	12/04/15	1133		ARKANSAS	ST	17	3	FACULTY HEIGHTS ADD	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7080	12/08/15	3812		IVES	WAY	99	1	BROOKHAVEN, VILLAGE AT #2	RM6		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7160	12/03/15	116	W	APACHE	ST	25	3	LARSH ADD #1	R3		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7272	12/16/15	750		JENKINS	AVE	25	3	LARSH'S UNIVERSITY ADD	R3		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7281	12/18/15	321		WEWOKA	DR	26	15	WOODCREST EST #1	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7283	12/17/15	1007		CARLISLE	CR	31	4	WOODSLAWN ADD #2	R1		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7294	12/17/15	125		VICKSBURG	AVE	33	3W		A2		
TEMPORARY ROLL-OFF, RESIDENTIAL/CITY OF NORMAN-SANITATION	CITY OF NORMAN-SANITATION	7415	12/29/15	1329	E	BROOKS	ST	6	7	COLONIAL EST # 2	R1		

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
TEMPORARY ROLL-OFF, RESIDENTIAL/ SOONER ROLL-OFF		7432	12/30/15	124		MMOSA	DR	4	1	CRYSTAL HEIGHTS	RT		
<div> <div> Total Permits (excluding temp roll-off) 132 </div> <div> Average Valuation \$ 63,531 Total Valuation \$ 8,386,083 </div> <div> Average Project Area 904 sq ft Total Project Area 119,365 sq ft </div> </div>													
1 FAMILY, NEW CONSTRUCTION-2													
20		Sq Ft											
\$6,108,416		3,237											
		2,379											
<div> <div> Total Living Area 52,336 </div> <div> GARAGE APT, NEW CONST 1 \$165,000 </div> </div>													
2 FAMILY, NEW CONSTRUCTION													
0													
\$0													
<div> <div> 1 FAMILY, MANUFACTURED HOME-2 3 \$270,000 </div> <div> 1 FAMILY, OTHER NON DWELLINGS 0 \$0 </div> <div> 1 & 2 FAMILY, STORAGE BLDG-2 11 \$273,990 </div> <div> 1 & 2 FAMILY, CARPORT-2 0 \$0 </div> <div> 1 & 2 FAMILY, STORM SHELTER- REPLACE-2 3 \$156,500 </div> <div> 1 & 2 FAMILY, ADD OR ALTER-2 FIRE REPAIR 9 \$713,726 </div> <div> 1 & 2 FAMILY, SWIMMING POOL-3 5 \$190,000 </div> <div> 1 & 2 FAMILY, PAVING-2 PAVING-2 10 \$210,700 </div> <div> 1 & 2 FAMILY, ADD OR ALTER-2 FIRE REPAIR 11 \$796,590 </div> </div>													
3+ FAMILY, FOUNDATION PERMIT-2													
0													
\$0													
<div> <div> 3+ FAMILY, NEW FULL PERMIT (3-4 DU/ Bldg) 0 \$0 </div> <div> 3+ FAMILY, STORAGE BLDG-2 1 \$71,000 </div> <div> 3+ FAMILY, CARPORT-2 0 \$0 </div> <div> 3+ FAMILY, POOL 1 \$75,000 </div> <div> 3+ FAMILY, NON-DU 2 \$146,000 </div> </div>													
TEMPORARY ROLL-OFF, RESIDENTIAL/ TEMPORARY ROLL-OFF, OTHER SEASONAL STORAGE CONTAINER													
9													
4													
0													
<div> <div> DEMOS-RESIDENTIAL ADDRESS BUILDINGS NET # DU 3724 Classen Blvd house -1 4801 Blackburn Ave house & accessory bldgs -1 1301 Lincoln Ave Lincoln Apt Bldg -12 443 W Boyd Street apartment building -4 2306 Glen Oaks interior fire repair 0 124 Mimosa interior fire repair 0 </div> <div> TEMPORARY ROLL-OFF, RESIDENTIAL/ TEMPORARY ROLL-OFF, OTHER SEASONAL STORAGE CONTAINER 9 4 0 </div> <div> TOTAL PERMITS TOTAL VALUE 132 \$8,386,083 </div> </div>													
HOUSE MOVING FROM ADDRESS TO ADDRESS													
Outside City Limits													
Inside Norman - unknown address													
Outside City Limits													

MONTHLY BUILDING REPORT SUMMARY - NORMAN, OK

1/6/2016

	DECEMBER 2015			DECEMBER 2014		
RESIDENTIAL PERMITS	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
New Construction						
1 Family						
Detached Dwellings	20	20	\$6,108,416	39	39	\$8,593,697
Attached Dwellings	3	3	\$270,000	0	0	\$0
Manufactured Home (New)	0	0	\$0	3	3	\$207,900
Other (Non-dwelling)	0	na	\$0	0	na	\$0
2 Family						
Duplexes (2 DU per bldg)	0	0	\$0	0	0	\$0
Garage Apartments	1	1	\$165,000	0	0	\$0
3+ Family						
Foundation	0	na	\$0	0	na	\$0
Shell	0	na	\$0	0	na	\$0
Interior Finish	0	0	\$0	0	0	\$0
Full Permit (3 or 4 DU per bldg)	0	0	\$0	111	111	\$10,801,012
Ful Permit (5+ DU per bldg)	0	0	\$0	0	0	\$0
Other (Non-dwelling)	2	na	\$146,000	1	na	\$1,001,700
Total Residential New	26	24	\$6,689,416	154	153	\$20,604,309
Net Residential Demos & Removals		-19			-3	
Net Residential Units		5			150	
Additions & Alterations						
1 & 2 Family						
Additions & Alterations	11		\$796,590	16		\$408,401
Manufactured Home (Replace)	3		\$156,500	2		\$282,487
Paving & Pools	10		\$210,700	13		\$339,075
Accessory Buildings	11		\$273,990	8		\$249,813
Storm Shelters	70		\$211,142	42		\$129,190
3+ Family						
Addition & Alteration (All Types)	3		\$193,745	0		\$0
Total Residential Additions & Alterations	108		\$1,842,667	81		\$1,408,966
TOTAL RESIDENTIAL	134		\$8,532,083	235		\$22,013,275

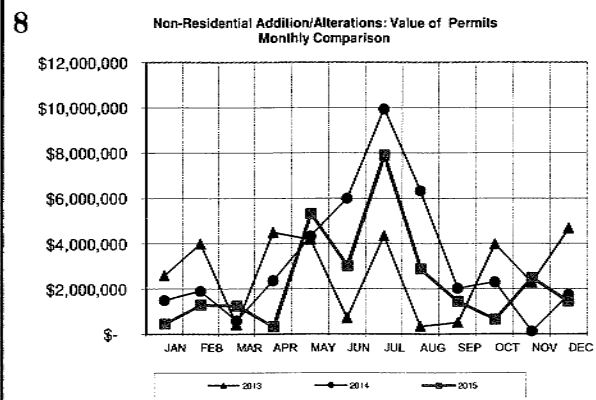
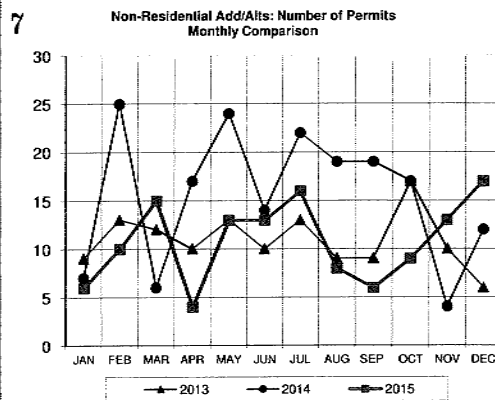
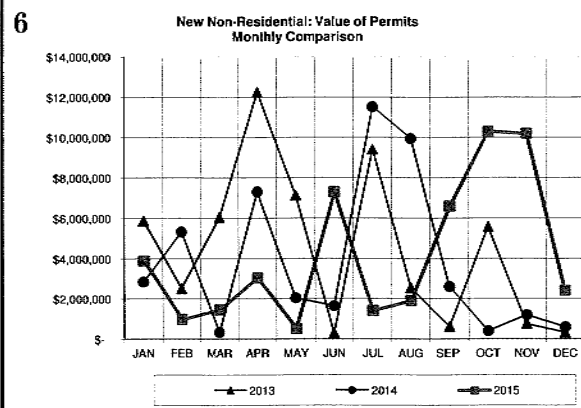
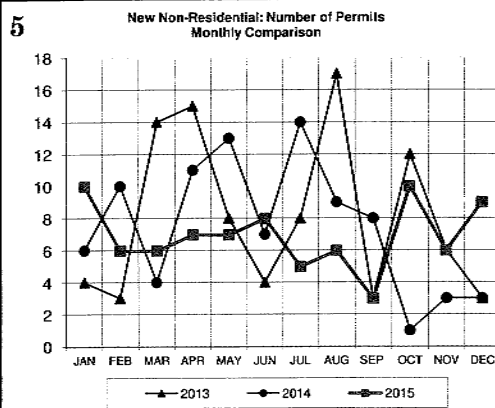
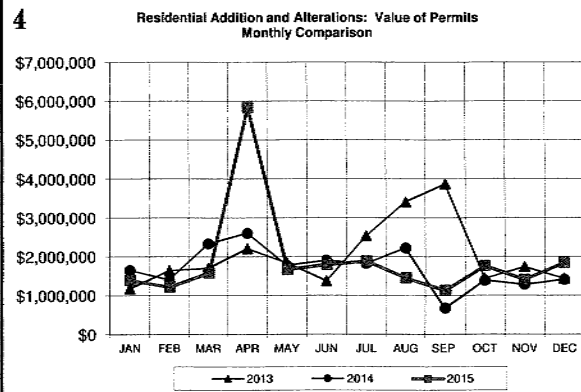
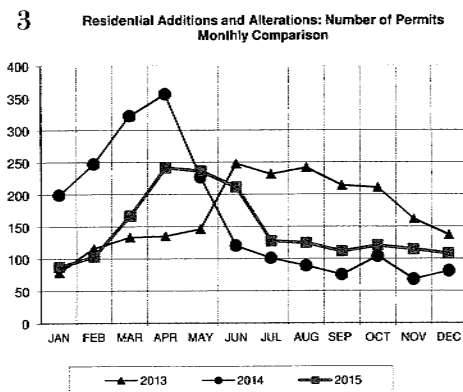
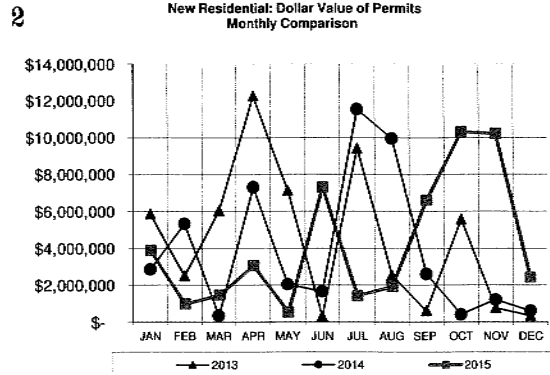
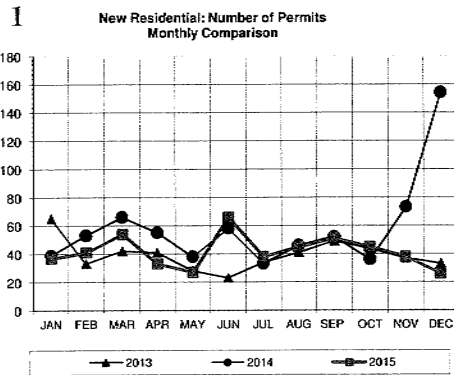
NON-RESIDENTIAL PERMITS	Number of Permits	Valuation	Number of Permits	Valuation
New Construction				
Foundation	1	\$130,000	1	\$75,000
Shell	1	\$810,000	0	\$0
Interior Finish	5	\$982,000	1	\$150,000
Full Permit	2	\$501,000	1	\$375,000
Total Non-Residential New	9	\$2,423,000	3	\$600,000
Additions & Alterations				
Additions & Alterations (All Types)	17	\$1,453,395	12	\$1,747,061
Total Non-Residential Additions & Alterations	17	\$1,453,395	12	\$1,747,061
TOTAL NON-RESIDENTIAL	26	\$3,876,395	15	\$2,347,061

TOTAL ALL PERMITS	160	\$12,408,478	250	\$24,360,336
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OTHER ACTIVITY	Number	Number
Electrical Inspections	112	136
Heat/Air/Refrigeration Inspections	111	107
Plumbing & Gas Inspections	129	259
Sign Permits	29	11
Water Well Permits	4	5
Garage Sale Permits	26	12
Structure Moving Permits	3	6
Demo - Residential Permits	6	4
Demo - Non-residential Permits	3	2
Temporary Const Bldgs & Roll-off Permits	13	0
Lot Line Adjustments Filed	3	3
Certificate of Occupancy (CO) Permits	133	104
All Field Inspections	2,050	2,709

YEAR TO DATE	JANUARY TO DECEMBER 2015			JANUARY TO DECEMBER 2014		
	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
Residential New Construction	501	568	\$137,778,048	703	1166	\$179,719,669
Residential Demos/Removals	na	-316	na	na	-26	na
Residential Additions/Alterations	1759	na	\$23,031,535	1989	na	\$20,453,183
Non-residential New Construction	83	na	\$50,181,087	89	na	\$45,785,644
Non-residential Additions/Alterations	130	na	\$28,607,813	186	na	\$39,150,333
TOTAL YEAR TO DATE	2473	252	\$239,598,483	2967	1140	\$285,108,829

Reporting of data changed with the July 2015 report. The purpose is to more thoroughly delineate residential construction for reporting to the Reapportionment Commission and Census Bureau. Data previously reported was grouped differently and individual permit types may or may not correspond to data after this date.



REVITILIZATION 10C

CDBG and HOME Investment Partnerships Programs

A Public Hearing was held at the December 8, 2015 City Council Meeting that approved the amendment of seven Action Plans for the CDBG Program. These amendments were to add a new public facility project to allow for funding of Food and Shelter, Inc.'s main facility. After approval the amended Action Plans were forwarded to HUD for consideration. Approval received from HUD to amend the Action Plans on December 16, 2015.

CDBG Disaster Relief Grant

A progress meeting was held with Atkins North America to evaluate the projected timelines of the projects and to coordinate the contractual obligations with ODOC needed to proceed with the bidding of Group One projects. An additional on-site review was held with Kevin Hanby, CDBG Consultant to review file set up and structure, finalize the Section 3 Plan including consultation with Norman Housing Authority, and to discuss reporting requirements.

Homeless Activities

On November 20, the housing placement report for the Zero:2016 initiative was made to Community Solutions for the month of November. There were five housing placements made in November, two veterans and three persons that met the criteria for chronically homeless.

Housing Programs

December 2015

CDBG

- 2 rehabilitation project is under contract, 2 Rehabilitation Projects completed since July.
- 4 emergency repairs are under contract, 7 completed since July.
- 1 accessibility modification under contract, one completed since July.

Exterior Property Maintenance Grants

- No potential applications received from Code Compliance in December

Social and Voluntary Services Commission

On December 7, the Social and Voluntary Services Commission met to evaluate the twelve proposals received from Request for Proposals (RFP-1516-32). Three proposals were selected to receive funding in the amount of \$5,000 each. After much discussion three proposals were selected for funding. Among Friends, Inc. for the expansion of their Health and Wellness Program, Bethesda, Inc. for Phase 1 of a collaborative project with Abbott House for the "Stop, Go, and Tell" curriculum, and NAIC to pilot a 12 week Wellness Group through the Drug Court Program participants. The Commission acknowledged the difficulty in selecting three of the twelve proposals but felt that these three proposals were elevated above the others primarily for the collaborations that they exhibited in their proposals.

Code Compliance

Code Compliance investigated 482 new code violation cases and 304 of those were proactive. 488 code cases were closed with 392 cases remaining open. 1,234 Tasks were completed, such as initial inspections, re-inspections, additional site visits, charges,

postings, inspector abated, etc. City-wide proactive enforcement began on March 15, 2012.

Total New Cases and Number of Proactive Cases for FYE 2016													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Total Cases	1467	922	1099	446	474	482							4890
Proactive Only	737	402	620	194	293	304							2550

Work Orders, Owner Abatement after Work Order Issued, and Liens Filed FYE 2016													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Work Orders	90	61	39	22	17	17							246
Owner Abated	19	21	7	2	0	1							50
Liens Filed	29	25	42	19	25	0							140

Signs Removed from Rights-of-Way FYE 2016													
	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Totals
Signs Removed	4	10	100	102	53	213							482

Oil & Gas

Oil & gas inspections continued with 161 operating oil wells. 27 annual inspections were performed.

POLICE 11



Administrative Summary

December 2015 Summary



Operations

	<u>Current</u>		<u>Year-To-Date</u>	
	15	14	15	14
Part I Crimes	453	450	5,089	5,141
Murder	1	0	4	4
Rape	7	8	52	56
Robbery	6	11	55	71
Agg. Assault	13	8	194	153
Burglary	71	70	844	739
Larceny	303	329	3,589	3,830
Motor Vehicle Theft	51	24	343	282
Arson	1	0	8	6
Part II Crimes				
DUI/APC	32	44	378	612
Drunkenness	48	56	651	799
Drug Violations	37	121	832	1,304
Forgery	11	16	309	335
Vandalism	70	64	839	807
Others	456	363	5,592	5,292
Total Crime	1,107	1,114	13,690	14,290
Collisions				
Fatality	0	3	6	8
Injury	61	48	629	676
Non-Injury	120	155	1,637	1,736
Total Collisions:	181	206	2,272	2,420
Miscellaneous				
CAD Activity (Total)	3,186			
Calls for Service (Police)	1,995			
Citations	1,097	1,217	13,176	18,512
Warnings	508	1,008	8,580	14,846
Community Activity (Hours)	276	468	4,428	5,348

Crime Free Multi-Housing Program December 2015

During the month of December 2015, a management training class for the Crime Free Multi-Housing Program was held at the Norman Investigations Center (NIC). Those attending were a combination of managers and maintenance personnel for a total of 25 individuals representing 12 properties. This brings the total number of participating properties to 29 throughout the City of Norman. There are currently 2 fully certified properties and 4 that are very close.

The goal for the next year is to have a total of 5 fully certified properties and to have at least 3 training classes throughout the year.



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Commission #0615
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Norman, OK 73069
(405)366-6438

Integrity • Accountability • Mutual Respect • Service Attitude • Partnerships

ANIMAL CONTROL 11A

**ANIMAL CENTER DIVISION
PRELIMINARY REPORT FORM
December 2015**

	FY2016		FY2015	
OPERATIONAL INFORMATION	This Month	Year to Date	This Month	Year to Date
DOGS:				
Number on hand from last month	58		41	
Number impounded this month	201	1032	132	782
Owner relinquish		23		12
In field pickup		1		0
Adoption returns		6		2
Disposal	1	18	2	12
Picked up dead	2	30	6	34
Number redeemed	35	153	20	171
Number adopted to public	95	389	41	225
Number turned to rescues	16	90	15	87
Number euthanized - Adoptable	0	0	0	19
Number euthanized - Non adoptable	2	44	3	75
Number died for unknown reason	0	6	0	5
Number fostered	52	296	37	162
Escaped	0	3	0	2
Total now on hand	56		49	
CATS:				
Number on hand from last month	36		21	
Number impounded this month	102	756	57	540
Owner relinquish		13		3
In field pickup		1		0
Adoption returns		0		0
Disposal	2	10	0	2
Picked up dead	11	40	3	52
Number redeemed	5	10	4	16
Number adopted to public	48	276	23	115
Number turned to rescues	10	39	6	119
Number euthanized - Adoptable	0	0	0	30
Number euthanized - Non adoptable	6	101	8	128
Number died for unknown reason	2	32	1	7
Number fostered	38	267	18	89
Escaped	0	1	0	1
Total now on hand	16		15	
MISCELLANEOUS:				
Domesticated Animals	1	13	4	8
Wildlife	71	407	24	486
TOTAL	72	420	28	494

NOTES:

	FY2016		FY2015	
SAFETY REPORT	This Month	Year to Date	This Month	Year to Date
Injuries on the Job	0	3	1	2
City Vehicle Damaged	0	0	0	1
Vehicle Accidents Reviewed	0	0	0	0
a. Employee Responsible	0	0	0	1
b. Employee Not Responsible	0	0	0	0

PET LICENSES ENFORCEMENT ACTION	This Month	Year to Date	This Month	Year to Date
January to December				
Total Licenses Sold (Annual)	607	4,733	651	5,493
Citations Issued (AWO)	33	781	26	555
Citations Issued (Private Citizen)	4	25	0	13
Warnings Issued	5	53	0	43

FINANCIAL INFORMATION	This Month	Year to Date	This Month	Year to Date
10-1531 Amount - dog redemption	\$670.00	\$4,156.00	\$574.00	\$6,353.00
10-1532 Amount-dog adoption	\$2,520.00	\$15,089.60	\$2,460.00	\$12,901.00
10-1531 Amount-cat redemption	\$0.00	\$155.00	\$120.00	\$490.00
10-1532 Amount-cat adoption	\$2,550.00	\$15,360.00	\$1,380.00	\$6,240.00
10-1531 Amount-misc. redemption	\$0.00	\$0.00	\$110.00	\$220.00
10-1532 Amount-Misc. adoption	\$30.00	\$90.00	\$0.00	\$140.00
10-1533 Miscellaneous	\$540.00	\$2,230.00	\$344.00	\$2,269.00
TOTAL	\$6,310.00	\$37,080.60	\$4,988.00	\$28,613.00

Donation 010-0000-227.24-31 \$1,139.00 \$2,307.00 \$63,250.76 \$64,479.76

Donation account balance **\$88,173.31** **\$84,181.31**

Liability payback (July to June)	This Month	Year to Date	This Month	Year to Date
2003 Adoption expansion				
Payback Balance	-\$5,521.00		-\$6,509.00	
22-L432 Liability - pet licenses	\$2,888.00	\$8,409.00	\$4,280.00	\$10,023.00
TOTAL (New Balance)	-\$8,409.00		-\$10,789.00	

NOTES:

Replacement CPL \$1.50

SPAY / NEUTER PROCEDURES	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
Dogs	43	263	32	162
Cats	40	232	18	100
TOTAL	83	495	50	262

ANIMAL BITES July to June	FY2016		FY2015	
	This Month	Year to Date	This Month	Year to Date
Dogs	5	27	2	26
Cats	1	7	0	6
Other	0	0	0	0

SUMMARY

Dogs returned to the owner prior to coming to the shelter

5	City pet license
	Rabies tag
4	Microchips
	Personal ID tag
3	Knew animal do to prior contact
1	Neighbor told officer
	Lost & Found slip at shelter
13	Total

Kennel Statistics Report
Intakes from 12/01/15 to 12/31/15

	DOG	PUPPY	CAT	KITTEN	OTHER	WILDLIFE	TOTAL
TOTAL	135	66	47	55	1	71	375
CONFISCATE	3	0	0	1	0	0	4
POLICE	3	0	0	1	0	0	4
DISPO REQ	2	1	12	0	0	59	74
FIELD	2	0	10	0	0	35	47
OTC	0	1	2	0	0	24	27
EUTH REQ	0	0	1	0	0	0	1
FIELD	0	0	1	0	0	0	1
FOSTER	24	32	3	31	0	0	90
FIELD	1	0	1	0	0	0	2
OTC	23	32	2	31	0	0	88
OWNER SUR	20	3	5	8	0	0	36
FIELD	1	0	1	0	0	0	2
OTC	19	3	4	8	0	0	34
RETURN	6	0	0	0	0	0	6
OTC	6	0	0	0	0	0	6
STRAY	80	30	26	15	1	0	152
FIELD	28	2	13	0	0	0	43
OTC	52	28	13	15	1	0	109
WILDLIFE	0	0	0	0	0	12	12
FIELD	0	0	0	0	0	10	10
OTC	0	0	0	0	0	2	2

Kennel Statistics Report

Outcomes from 12/01/15 to 12/31/15

	DOG	PUPPY	CAT	KITTEN	OTHER	WILDLIFE	TOTAL
TOTAL	149	54	57	65	1	71	397
ADOPTION	72	39	26	32	1	0	170
IN FOSTER	17	5	3	29	0	0	54
OUT EVENT	8	23	0	0	0	0	31
RESCUE GRP	7	9	10	0	0	0	26
WALKIN	38	2	13	3	1	0	57
WEB	2	0	0	0	0	0	2
DIED	0	0	0	2	0	0	2
IN FOSTER	0	0	0	2	0	0	2
DISPOSAL	2	1	13	0	0	59	75
CREM-PRIV	0	1	2	0	0	24	27
CREM-SHELT	2	0	11	0	0	35	48
EUTH	2	0	6	0	0	0	8
AGGRESSIVE	1	0	0	0	0	0	1
BEH SEVERE	1	0	4	0	0	0	5
FELV/FIV	0	0	1	0	0	0	1
ILL SEVERE	0	0	1	0	0	0	1
FOSTER	39	13	8	30	0	0	90
ILL MINOR	0	0	0	1	0	0	1
PREGNANT	1	0	1	0	0	0	2
SPACE	31	11	7	18	0	0	67
UNDRAGE/WT	7	2	0	11	0	0	20
RTO	34	1	4	1	0	0	40
MICROCHIP	5	0	1	0	0	0	6
PHONE	17	1	3	0	0	0	21
TAG ID	2	0	0	0	0	0	2
WALKIN	9	0	0	1	0	0	10
WEB	1	0	0	0	0	0	1
TRANSFER	0	0	0	0	0	12	12
WILDCARE	0	0	0	0	0	12	12

Kennel Statistics Report
Animals On Hand on 12/31/15

	DOG	PUPPY	CAT	KITTEN	Total
Total	39	17	13	3	72
CLEVELAND CNTY	0	0	0	1	1
NORMAN	39	17	13	2	71

Spay/Neuter Activity Between 12/1/2015 and 12/31/2015

	Neuter	Spay	Total
CAT	1	7	8

A014721	A021072	A020887	A021220	A020429
A021027	A021507	A021829		

	Neuter	Spay	Total
DOG	13	9	22

A019793	A020807	A021079	A021113	A020235
A020246	A020853	A021126	A021237	A021294
A021377	A021092	A021087	A021223	A020996
A021293	A021199	A021431	A021132	A021615
A021410	A021534			

	Neuter	Spay	Total
KITTEN	15	17	32

A021024	A020522	A021023	A020593	A020682
A021103	A021119	A021170	A020431	A021169
A020433	A020677	A020679	A020681	A020698
A021292	A020430	A020211	A021513	A021256
A020676	A020878	A019899	A021117	A021258
A020524	A021280	A021499	A021279	A020432
A021195	A021505			

	Neuter	Spay	Total
PUPPY	8	13	21

A021121	A020382	A020383	A020482	A020483
A020686	A020687	A020688	A020689	A020695
A020704	A020705	A020707	A020708	A020709
A020947	A021422	A021432	A021433	A021420
A021622				

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
December, 2015

ENGINEERING DIVISION

DEVELOPMENT

The Development Coordinator processed 1 Final Plat and 2 Preliminary Plats for Planning Commission; 2 Final Plats were processed for Development Committee; 2 Preliminary Plats were processed for City Council review. The Development Engineer reviewed 26 sets of construction plans and 7 punch lists. There were 152 permits reviewed and/or issued. Fees were collected in the amount of \$6,680.81.

CAPITAL PROJECTS

SH-9E and Lindsey Street Interchanges

Construction on the I-35/ SH-9E and Lindsey Street Interchanges Reconstruction project began on Monday, March 2, 2015. This is a \$72 million construction project awarded to Sherwood Construction Company of Tulsa, Oklahoma. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project.

The project involves the following items:

- The new SH-9E modified Interchange will allow large volumes of traffic to negotiate the area.
- SH-9E Project will provide a connection from Ed Noble Parkway to SH-9E
- Replace the existing Lindsey Street interchange with a Single Point Urban Interchange (SPUI). The SPUI will include longer on and off ramps at I-35 and a wider Lindsey Street bridge. The SPUI will allow large volumes of traffic to negotiate the area using a single set of traffic signals mounted at the center of the bridge. This is the second SPUI interchange in Norman and the third in the State of Oklahoma.
- Widen I-35, from the Canadian River Bridge to ½ mile south of Main street, from four to six lanes
- Three new bridges will be constructed to vertically separate the on and off ramps from I-35 to SH-9E and Lindsey Street

The contractor's activities this month were as follows:

- Continue to install the Lindsey Street storm water box culvert on the east side of I-35. Construction of the box is currently located on Briggs Street.
- Continue to lower and reconstruct the I-35 main line pavement to north of Lindsey Street
- Continue to construct the retaining wall south of Lindsey Street and west of I-35.
- Continue work on the deck of the first ramp bridge located on the west side of I-35.
- Continue work on the second ramp bridge located on the west side of I-35.

Lindsey Street – 24th Avenue SW to Berry Road

On August 28, 2012 the citizens of Norman voted in favor of a bond issue to finance the local share of 8 projects. One of the projects is Lindsey Street from 24th Ave. SW to Berry Road. The proposed improvements are:

- Widening Lindsey Street from 3 lanes to 4 lanes with a raised median
- New bridge over Imhoff Creek
- Continuous sidewalks on both sides of the street
- Multi-modal improvements including bicycle lanes
- Aesthetic enhancements including decorative pavement, landscaping, and roadway lighting
- Underground utilities
- Accessibility to disabled individuals
- Improved drainage system on Lindsey Street

The estimated cost of this project is \$38.4 million with the City receiving \$13.1 million in federal funds.

All utility relocation work is complete.

Timberdell Road between Chautauqua Avenue and Jenkins Avenue

Construction on the Timberdell Road Project began on Monday, June 15, 2015. A-Tech Paving, working under contract for the University of Oklahoma, will reconstruct Timberdell Road. During construction, the roadway will be closed to through traffic and signs will be installed to direct the traveling public. In December the contractor continued the earthwork between Asp and Chautauqua.

SH-9E from 36th Avenue SE to 72nd Avenue SE:

Construction on the SH-9E Reconstruction and Widening Project began on Tuesday, September 8, 2015. This is a \$22 million construction project under construction by Silver Star Construction of Moore, Oklahoma. The contract time is set at 420 days with a \$7,500 per day incentive. Completion of this project is estimated to be November 2016. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project. State Highway 9 will remain open during construction.

The project involves the following items:

- This phase of construction will begin just east of 36th Avenue and continue to a point just east of SE 72nd Ave.
- The road will be widened to 4 lanes (2 lanes east/west, with a flush median).
- Access will be maintained to the neighborhoods and homes during the project.
- Public Works staff will be working with ODOT and the contractor to ensure that any temporary access is appropriate for local traffic (both residents and emergency responders).
- A new bridge will be constructed across Dave Blue Creek; phased construction of the new bridge in conjunction with the existing bridge will maintain 2-way traffic on SH-9E.
- One week advance notice will be provided to the public in advance of major construction phasing changes
- A 5-day work week is typical, but may include some Saturdays. No construction will occur on OU football game days.

The contractor is working on construction activities associated with installing a temporary roadway widening on the north side of SH-9E. When completed, 2-way traffic will be shifted northward to allow more room to construct permanent improvements on the south side of SH-9E.

The contractor's activities this month were as follows:

- Subgrade stabilization south of centerline.
- Drainage structure extensions south of SH-9E.
- Finish reconstruction of south leg of 48th Avenue SE.
- Continue with excavation and embankment activities south of SH-9E.
- Fence installation on south side of SH-9E.
- Storm drain installation south of centerline from beginning of project to 48th Avenue SE.
- Continue bridge construction for the south half of the new Dave Blue Creek Bridge.

FYE 2016 Sidewalk Program:

FYE 2016 Concrete Projects bid was awarded on August 11, 2015 by City Council to Central Contracting services in the amount of \$237,227.00 for the four following projects to be completed throughout the fiscal year 2016:

- Citywide Sidewalk Reconstruction Program which is intended to assist property owners in repairing existing sidewalks and constructing new sidewalks along an entire city block. Property owners who wish to participate in the Citywide Sidewalk Reconstruction Project will pay fifty percent (50%) of the estimated cost, with the City paying the remaining fifty-percent (50%) from funds allocated to this project. Reconstruction of residential sidewalk on Pine Tree Lane was completed Nov. 25th, 2015. Overall project is 85% complete.
- Sidewalk Accessibility Program which provides sidewalk ramps where none exist and rebuilds existing ramps that do not comply with the current Americans with Disabilities Act (ADA) standards. This project will construct approximately fourteen (14) curb ramps. Locations are determined at the request of citizens and along arterial and collector streets that do not currently have ramps at street-sidewalk intersections. Locations in this year's program have completed Ramps this month at 12th Ave East at Alameda St. and Northcliff Avenue at Northcrest St.

*Monthly Progress Report
Public Works (December 2015)*

Construction Site Stormwater Management:

- 162 Construction Inspections (77 Sites Active)
- 1 New Earth Change Permit Issued
- 6 Citizen Calls (105 YTD)

MS4 Stormwater Management:

- Presented stormwater education session BASCO on the Lake Thunderbird TMDL, December 3rd.
- Prepared draft Storm Water Management Program for submittal to ODEQ for Permit OKR04 renewal.

Streets

ASPHALT OPERATIONS

INDIAN HILLS RD. B/24TH AVE NW AND BROADWAY DRIVEWAY APPROACHES

82.58 tons of asphalt

DEEP PATCH OPERATIONS

N. HIGHLAND DR

4.09 tons of asphalt

FEMA STORM# SR0013 OPERATIONS

Repair was performed at the following FEMA project sites

Site 09-Post Oak Rd B/108th Ave SE and 120th Ave SE

135.69 tons of asphalt

OTHER

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 2.05 tons of asphalt was utilized in routine pothole patching operations.

INTERLOCAL AGREEMENT CLEV. CO. HEALTH DEPARTMENT PARKING LOT

145.34 tons of asphalt

STORM WATER

BOYD STREET

Sealed storm water drainage pipe at Boyd Street and Berry Road. Placed 1 cubic yard of concrete.

CONSTITUTION STREET

Assisted Sewer Maintenance crew in removing trees in easement to aid in repairing line break. Hauled 145 tons tree debris.

2416 WHEATLAND PLACE

Repairing storm water drainage pipe.

SNOW/ICE CONTROL OPERATIONS

Crews performed snow/ice control operations in the urban area. Placed 238.50 tons sand/salt mix.

MISCELLANEOUS WORK ORDERS

Crews assisted in pothole patching in the urban area.

URBAN STREET SWEEPING OPERATIONS

Urban street sweeping operations, a total of 173 miles were swept resulting in the removal of approximately 216 tons of debris from various curblane streets.

DRAINAGE MAINTENANCE

Removed 45 tons debris/sediment and trimmed trees in drainage right-of-ways in the urban area.

*Monthly Progress Report
Public Works (December 2015)*

ROADSIDE MAINTENANCE

Trimming trees on roadside right-of-ways in the rural area and hauled 101 tons of debris/wood chips.

NORTH PORTER AVENUE

Pushing/leveling construction debris at dumpsite.

STORM WATER MANAGEMENT

Cleared 1,418 inlets of debris from drainage right-of-ways in the urban/rural area.

URBAN/RURAL LITTER PROGRAM

Removed 4.34 tons of trash/debris from urban/rural right-of-ways.

FLEET DIVISION

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

Fuel Report

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

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

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

Maintenance Report

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

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

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

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

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

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

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

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

Productivity Report

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

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

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

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2016

STREET DIVISION					
	FYE 2016 December, 2015	FYE 2016 December, 2015	Year to Date	Year to Date	FYE 2016
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Patch 100% of all potholes smaller than one cubic foot within 24 hours (tons of material used)	373.75	100%	2,165.84	100%	95%
Overlay/pave 10 miles per year.	-	0%	10.20	102%	100%
Replace 1,160 square yards of concrete pavement panels	-	0%	314.00	27%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	10.00	2%	120.00	29%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 21 miles)	42.00	25%	504.00	300%	100%

STORM WATER DIVISION					
	FYE 2016 December, 2015	FYE 2016 December, 2015	Year to Date	Year to Date	FYE 2016
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)	173.00	35%	2,183.00	36%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	1,418.00	9%	4,189.00	28%	70%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	-	0%	137.50	4%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	-	0%	710.50	240%	50%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	-	0%	7,969,100	58%	80%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	17.50	5%	65%

DECEMBER 2015
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

FY 15-16 Associated Fees

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

*Norman Rural Cert of Survey..0
 *Final Plats.....1
 *Preliminary Plats.....2
 *Short Form Plat.....0

City Council Review:

Certificate of Survey.....0
 Preliminary Plat.....2
 Final Plats.....0
 Consent to Encroach.....0
 Certificate of Plat Correction....0
 Sidewalk Easements.....0
 Closure.....0

\$470.00

Development Committee:

Final Plats.....1

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

\$0.00

Subtotal:

\$470.00

\$21,310.00

\$29,810.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....24
 ***Commercial.....40
 Multi-Family.....1
 Addition/Alteration.....8
 House Moving.....2
 Paving Only.....2
 Storage Building.....12
 Swimming Pool.....1
 Storm Shelters.....51
 Public Improvements.....5
 Temporary Encroachments.....1
 Fire Line Pits/Misc.....3
 Flood Plain (@\$100.00 each).....2

\$200.00

\$100.00

\$600.00

Total Permits.....

\$6,010.81

\$23,769.09

\$118,298.32

Grand Total.....

\$6,680.81

\$45,179.09

\$148,708.32

******Construction Plan Review occurrences**

26

25

163

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

7

8

32

* All Final Plat review completed within ten days.....PI # 13

** All Single Family Permits were reviewed and completed within three days.....PI # 10

*** All Commercial Permits were reviewed and completed within seven days.....PI # 11

**** All Construction Plans were reviewed within ten days.....PI # 12

*****All Punch Lists prepared within one day of Final Inspection.....PI # 8

DECEMBER 2015

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

**KEN DANNER/TODD McLELLAN/DREW
NORLIN**

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
PI #8 PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	7	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	24	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	40	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	26	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	3	100%

**FLEET MANAGEMENT
ACTIVITY REPORT
December 2015**

FYE 2016

**FUEL REPORT
IN GALLONS**

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	18,810.00	24,897.00	20,576.00
Outside - sublet	476.61	249.80	0.00
TOTAL	19,286.61	25,146.80	20,576.00

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	18,572.00	23,454.00	11,340.81	9,235.19

FYE 2016 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	81,388.28	98,755.50	47,183.26	46,630.09

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.42	Low	\$1.27	UNLEADED	High	\$1.73	Low	\$1.82
DIESEL	High	\$1.28	Low	\$1.13	DIESEL	High	\$1.85	Low	n/a
CNG	High	n/a	Low	\$0.85	CNG	High	n/a	Low	n/a

CONSUMABLE PARTS PURCHASED	
REPAIR PARTS	\$48,728.80
BATTERIES	\$2,025.47
OILS/FLUIDS	\$3,217.16
TIRES	<u>\$20,126.25</u>
TOTAL	\$74,097.68
SUBLET REPAIRS	\$1,050.60

PUBLIC CNG SALES	
Month Total Public CNG Sales	\$14,848
FYE 2016 To Date Public Sales	\$108,616
LIFE TO DATE CNG GAS GALLON EQUIVALENT	
Total Sold Gallons Life To Date	570,191
Total Gross Sales Life To Date	\$844,985
Life To Date CNG Gas Gallon Equivalent	
Total Public/City Through-Put CNG Gallons @ Station	922,677

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	16	7	13	92
EMERGENCY ROAD CALLS	15	21	15	75
PM SERVICES	160	123	183	894
DISASTER REPAIRS	0	1	1	2
WORK ORDERS	429	415	493	2,201
SCHEDULED REPAIRS	212	175	232	1,128
NON SCHEDULED REPAIRS	217	240	261	1,073

Light Shop	CURRENT MONTH	LAST MONTH	YEAR TO DATE
ROAD SERVICE	3	3	11
EMERGENCY ROAD CALLS	0	2	8
PM SERVICES	98	73	432
DISASTER REPAIRS	0	1	2
WORK ORDERS	202	185	880
SCHEDULED REPAIRS	126	98	565
NON SCHEDULED REPAIRS	76	87	315

Heavy Shop	CURRENT MONTH	LAST MONTH	YEAR TO DATE
ROAD SERVICE	13	4	48
EMERGENCY ROAD CALLS	15	19	41
PM SERVICES	62	50	217
DISASTER REPAIRS	0	0	0
WORK ORDERS	227	230	672
SCHEDULED REPAIRS	86	77	294
NON SCHEDULED REPAIRS	141	153	368

FLEET MANAGEMENT
Technician Productivity
Report

FYE 2016

December 2015

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	DIFFERENCE	
# 001	142.61	72%	84.0%	12.0%	
# 002	108.42	72%	87.4%	15.4%	
# 003	131.96	72%	79.2%	7.2%	
# 004	91.18	72%	86.5%	14.5%	
# 006	7.42	72%	73.0%	1.0%	
# 007	90.87	72%	75.2%	3.2%	
# 008	70.72	72%	85.4%	13.4%	
# 009	156.80	72%	89.1%	17.1%	
# 010	88.15	72%	81.5%	9.5%	
# 011	125.75	72%	79.7%	7.7%	
# 012	125.85	72%	80.8%	8.8%	
# 013	113.23	72%	83.0%	11.0%	
# 014	102.34	72%	85.5%	0.0%	
# 015	102.32	72%	77.3%	5.3%	
# 016	119.38	72%	80.3%	8.3%	
# 021	127.87	72%	83.1%	11.1%	

DIRECT LABOR HOURS

1704.87

TOTAL AVAILABLE HOURS

2068.29

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

82.4%

as of 1/6/2016

To Reschedule PM Service: 292-9708 Heavy & Light Equipment

Equipment Late for PM by Equipment Number

Unit #	Unit Description	Department Division	Current Odometer Reading	Due at Meter	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE
0987T	1998 W&W Stock trailer	Police Animal Control	01/05/2016	12/31/2015	5	Days	Dec. 31	Light Shop	PMC
1226	2011 Featherlite trailer w/ Generator	Police Patrol	536	521	15	Hrs	Dec. 17	Light Shop	PMC
1223	2010 Ford Crown Victoria	PSST Police Patrol	68163	67598	565	Mls	Nov. 30	Light Shop	PMD
1216	2010 Ford Crown Victoria	PSST Police Patrol	121052	118127	2,925	Mls	Dec. 22	Light Shop	PMC
0296	2005 Golf Cart	Sanitation Transfer	01/05/2016	10/13/2015	84	Days	13-Oct	Light Shop	PMC
0321	2008 Air Compressor	Waterline Maintenance	01/05/2016	06/30/2015	189	Days	Dec. 7	Heavy Shop	PMC
0590	2013 John Deere	WRF Biosolids	265	259	6	Hrs	Dec. 14	Heavy Shop	PMC

Missed Preventive Maintenance

	COMPLETED		PENDING		TO DATE		PENDING	
	FYE 15	FYE 15	FYE 15	FYE 15	FYE 16	FYE 16	FYE 16	FYE 16
CITY COUNCIL	0	0			0	0		
BUILDING MAINTENANCE	0	0			0	0		
CUSTODIAL	0	0			0	0		
FIRE ADMINISTRATION	4	0			4	0		
FIRE TRAINING	1	0			0	0		
FIRE PREVENTION	6	0			1	0		
FIRE SUPPRESION	17	0			7	0		
FIRE DISASTER PREPAREDNESS	0	0			0	0		
ANIMAL CONTROL	9	0			8	1		
POLICE ADMINISTRATION	0	0			3	0		
POLICE STAFF SERVICES	8	0			3	0		
POLICE CRIMINAL INVESTIGATIONS	16	0			9	0		
POLICE PATROL	66	0			33	3		
POLICE SPECIAL INVESTIGATIONS	6	0			4	0		
POLICE COMMUNICATIONS	1	0			0	0		
METER SERVICES	2	0			0	0		
INFORMATION TECHNOLOGY	0	0			0	0		
ENGINEERING	2	0			0	0		
FLEET MANAGEMENT	0	0			0	0		
STREET MAINTENANCE	13	0			21	0		
STORM WATER DRAINAGE	6	0			6	0		
STORM WATER QUALITY	0	0			0	0		
TRAFFIC	1	0			1	0		
PARK MAINTENANCE	4	0			2	0		
PARKS & RECREATION	2	0			0	0		
PLANNING	0	0			0	0		
PLANNING CDBG	0	0			0	0		
DEVELOPMENT SERVICES	0	0			0	0		
CODE COMPLIANCE	0	0			0	0		
WATER PLANT	5	0			2	0		
WATER RECLAMATION	2	0			4	1		
UTILITIES - ENVIRONMENTAL	0	0			0	0		
LINE MAINTENANCE ADMIN.	0	0			0	0		
WATER LINE MAINTENANCE	1	0			2	1		
SEWER LINE MAINTENANCE	1	0			0	0		
SANITATION ADMINISTRATION	0	0			0	0		
SANITATION RESIDENTIAL	3	0			2	0		
SANITATION COMMERCIAL	6	0			1	0		
SANITATION TRANSFER	9	0			5	1		
SANITATION COMPOST	15	0			5	0		
SANITATION RECYCLE	3	0			0	0		
SANITATION YARD WASTE	2	0			0	0		
TOTALS	211	0			123	7		

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

DECEMBER 2015	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
Provide initial response to citizen inquiries within 2 days	100%	88	88	100%	641	641	100%
Provide information requested by citizens within 7 days	95%	88	88	100%	641	641	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	13	13	100%	189	189	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		17	37.5	2.21	2478	785.73	0.32
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		1.25	8	6.40	16.19	41	2.53
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		15	15	100%	79	79	100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		42	42	100%	231	231	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	12	12	100%	35	35	100%
<i>Lower Priority</i> all other signs within one day	90%	34	34	100%	149	149	100%
<i>Street Name Signs</i> within two weeks	90%	24	24	100%	164	164	100%
Percent of work hours lost due to on the job injuries.	<.01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		3192	0	0.00%	18520	0	0.00%

UTILITIES

13

Monthly Report
December 2015

Line Maintenance:

Division Fiscal Year 2016 Capital Projects

- Woodsboro Ct. – 90% Complete
- Wilderness Dr. – 90% Complete
- Rhoades Dr. – 100% Complete

Water Line Breaks for the December – 6

- Total obstruction service requests for December - 40
- Private Plumbing: 37
- City Infrastructure: 3
- Sanitary Sewer Overflows: No overflows

D Lift Station Flows:

- Days - 31
- Average daily flow: 1.3 MGD.
- Average total flow: 40.3 MG.

Wastewater Projects:

Royal Oaks Force Main Rehab (WW0062): Project will replace 2,260 feet of 16-inch ductile iron force main along 24th Avenue NE, from near Alex Plaza Drive across Alameda to its termination at an existing manhole to be replaced. NUA staff is coordinating with Public Works staff on their bond project to widen 24th Avenue NE. The NUA approved an On-call Professional Services expenditure with Cardinal Engineering on 2/28/15; 50% plans reviewed with comments 5/29/15; no permits required; Project scope is expanding to include new gravity sewer; met with Cardinal and Adkins (consultant for 24th Ave SE widening bond project); refined additional ROW and easement required on 10/20/2015; 90% plans due in January.

Woodcrest Interceptor (WW0120): Project will replace and upsize the existing Woodcrest interceptor from north of Tecumseh Road running SW to near Porter Avenue and Rock Creek Road. Revisions to the final design by RJN Group were required; supplemental TV survey completed by Line Maintenance; easements are in hand; final specifications comments to RJN on 12/4/15; Bid documents are due 1/8/16; project should advertise in January.

Sewer Maintenance Project FYE13 (WW0200): Annual project replaced about 43,000 feet (8 miles) of residential sanitary sewer lines and rehabilitated or replaced over 200 manholes in the area bounded by Lindsey Street to the North, Bishop Creek to the West, Imhoff Road to the South, and 24th Ave SE to the East. Project advertised 2/5/15; five (5) bids received 2/26/15; Urban Contractors of OKC low at \$2,873,020; NUA award and contract approved 3/24/15; Notice to Proceed issued 4/6/15; Change Order No. 1 (CO1) increasing contract amount by \$105,454 approved by NUA on 8/25/15; Change Order No. 2 (CO2) increasing contract amount by \$166,950 approved by NUA on 11/10/15; all work is complete. Final Change Order increasing contract by \$9,482 and project acceptance by NUA is scheduled on 1/12/16. Payments totaling \$2,917,446 of current contract total \$3,145,424 or 93% have been processed.

Sewer Maintenance Project FYE14 (WW0202): Annual project may rehabilitate over 47,000 feet (9 miles) of sewers and over 230 manholes in two (2) or more phases, in the area bounded by Robinson Street to the North, Sherry Avenue to the West, Main Street to the South, and Berry Road to the East, excluding Dakota & Iowa, which were in the 2009 project area. On 10/28/14, the NUA approved an On-call

Professional Services expenditure with Lemke for surveying and drafting assistance. Staff TV inspection complete; preliminary plans received 5/26/15, comments to Lemke in November; staff in-house final design is nearing completion; project should bid in February.

Woodcrest Interceptor (WW0120): Project will replace and upsize the existing Woodcrest interceptor from north of Tecumseh Road running SW to near Porter Avenue and Rock Creek Road. Permits are in hand. Easement acquisition is nearing completion; supplemental TV survey complete by Line Maintenance; final plan review scheduled with RJN Group 11/19/14; project should bid in February.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating the new Wallingford Infoworks wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data; Flow Monitoring Report received 12/21/10. Sewer sub-basin maps reviewed to determine proper loading information under 2025 Plan and corresponding population equivalents. Loading data transmitted to HDR in 04/25/12 so modeling can begin. Model development workshop held 03/14/13; capacity analysis report received 05/07/13. Collection system improvements report received 04/28/14 and is under review. Payments totaling \$541,387 of \$576,699 processed.

Phase 2 South WRF Improvements (WW0065): Preliminary design contract with Garver for preparation of Engineering Report (ER) approved 03/08/11. ER finalized and submitted to DEQ 11/18/11; Garver and staff met with DEQ on numerous occasions and DEQ approved 5 variances.. Final ER submitted to DEQ on 03/29/13 and was approved 06/27/13. Garver Amendment No.1 for final design and bidding approved 06/12/12. Final design documents for Phase 2 Improvements were submitted to DEQ 08/01/13 and DEQ approved the P&S on 11/26/13. Floodplain permit submitted 10/15/13 and was approved by the City of Norman on 04/05/13. Garver Amendment No. 2 for construction administration, inspection, and operation and maintenance manuals approved by NUA on 04/22/14.

Public Meeting on proposed rate hike held 08/12/13 and the vote passed on 11/12/13 by an approximate majority of 76%. NUA approved Resolution 1314-89 authorizing loan application submission to OWRB; \$50.3 million loan approved by OWRB on 04/15/14.

Phase 2 WRF Improvements project expands design capacity from 12 to 17 MGD, rehabilitates OLDER EQUIPMENT and adds ultra violet disinfection, effluent aeration and odor control technologies. Five prime contractors were pre-qualified and bids were opened 03/27/14. Bids were received from three and the NUA approved award to Archer Western Construction, LLC of Irving, TX on 04/22/14. Contract and bonds approved by NUA 05/13/14.

Archer Western Construction, LLC began construction of the Phase 2 Improvements on June 2, 2014. All work is scheduled to be complete by November 18, 2016. The following briefly summarizes the work completed this period:

- Headworks/Screening: replacement parts for existing screens ordered; electrical control panels installed on concrete slab to NW of structure; construction of metal cover over equipment on-going. Protective coatings on grit channels and screening modifications to be initiated soon.
- Influent Flow Measurement Structure: no work date
- Primary Clarifiers 1, 2, 3 and 4: will demolish clarifier mechanisms one at a time. PC#1 placed into service; PC#2 placed in service 10/28/15.
- RBC and Bio-Tower structures: removal is complete.
- Aeration Basins 4, 5 and 6: Dewatering continues; excavation is complete except in area where crane is located; concrete slab installed at splitter box and in other areas totaling about 75% of floor. Beginning placement of exterior and interior basin walls.
- Final Clarifiers 5 and 6: Bottom slab concrete placement and placement of exterior wall is complete for FC#5 and FC#6; backfill placement around both clarifiers ongoing; effluent trough installed around 75% of FC#6. Both clarifiers hydrostatically tested with installation of mechanisms on-going.

- RAS/WAS Pump station bottom slab, interior and exterior walls and floating slab in place; backfilling on west and south sides of structure ongoing; pump and piping installation ongoing in drywell; sludge measurement Parshall flume installed.
- UV/Post Aeration Facility: 66-inch and 54-inch connection to existing outfall is complete. Blower control building, blowers, electrical controls and backup generator placed into operation in September 2015. UV influent box, UV disinfection and post aeration structures, UV equipment and superstructure, slide gates, effluent troughs and aluminum covers complete and placed into operation on 10/29/15. Fencing, sidewalks and asphalt drive nearing completion. Punch list prepared November 2015; repairs are required for building roof and asphalt drive; blowers not meeting specs will be replaced upon arrival of new blowers.
- Outfall Structure and 66-inch Outfall Piping: New structure complete with 66-inch and 54-inch outfall piping installed and tested. Trash excavated from construction disposed and covered on top of landfill per DEQ requirements; additional cover materials stockpiled on landfill; need to complete erosion control on landfill areas. Asphalt access road installed.
- Sludge Blending Tank and Pump Station Building: old Co-Generation Facility, slab and sludge tank demolished. New sludge blending tank with mixing system and pump station building essentially complete.
- Sludge Thickening Centrifuges: two new centrifuges, supports, and monorail crane installed within Main Control Building; working on electrical connections, motor controls and painting.
- Digester Modifications: sludge removal from Digester 4 and 2 is now complete; demolition of existing cover on Digester 4 is complete; have begun coating digester and installing new digester cover.
- Standby Generators: Generators at Transformer 5 (Environmental Services Building) and UV Blower Building installed; generator startup and testing completed in September.
- Odor Control: installing fill adjacent to Westside LS for new odor control units; air piping installation initiated.
- Pay Estimate No. 18 for period ending 11/30/15 approved in the amount of \$2,796,652 for total of \$29,526,023 or 61% of the contract amount. OWRB reimbursement requests total \$19.89M.
- 546 calendar days or 58% of the 947 calendar day contract time has been consumed. Note Change Order No. 1 approved 09/08/15 granted 47 day time extension.
- Monthly Progress Meeting No. 18 was held 12/23/15.

South WRF Consent Order from DEQ: OPDES permit issued in July 2010 included deadline of July 2013 for implementing disinfection at the WRF. Staff and DEQ have negotiated Consent Order (CO) #13-077; CO#13-077 approved by NUA on 09/12/14 including the following tasks:

- | | |
|---|---------------------|
| • Submit SEP project and schedule | 11/30/14 (complete) |
| • Complete disinfection improvements | 01/01/16 (complete) |
| • Attain compliance with fecal coliform limits | 07/01/16 |
| • Complete Phase 2 improvements | 01/01/17 |
| • Attain compliance with Ammonia and TSS limits | 07/01/17 |

North WRF Engineering Report (WW0204): This new project will investigate the cost of new facilities for wastewater treatment, disposal, and solids management at a new North Water Reclamation Facility (WRF). Differing treatment alternatives will be evaluated for discharge to either the Little River or the Canadian River. Request for Proposal RFP 1213-12 was issued 07/24/12 and consultant proposals are due 08/27/12. The proposed WRF site is located NW of the intersection of 12th Ave. NE and Franklin Road. Request for Proposal RFP 1213-12 was issued 07/24/12 and proposals were received from 4 consultants on 08/27/12. The review committee of 5 staff members selected the team of HDR and Alan Plummer and Associates to prepare the engineering report. NUA approved contract and work scope 01/08/13 but work delayed for 45 days; kickoff meeting held 02/26/13. Amendment No. 1 to HDR contract was considered by Finance Committee in April and will not be forwarded to the NUA for consideration. NUA and HDR staff

conducted North WRF alternative treatment technology screening workshop on 05/29/13; alternative technologies were developed for three potential discharge locations. Technical Memorandum No. 1 received 08/01/13 and documents the reasoning for potential discharge limits and treatment technologies proposed prior to more detailed alternative development. Staff provided comments on TM-1 to HDR 08/29/13. Received draft version of TM-2 including cost estimates for 4 treatment and discharge alternatives from the future North Water Reclamation Facility. Staff met with HDR Engineering on 12/17/13 to discuss draft version of TM-2 and provide input regarding non-economic ranking of alternatives. Staff provided comments on TM-2 06/10/14; draft ER received 2/27/15 and is under review.

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 draft plans expected in January.

Bishop Creek Aerial Crossing (Proj. # T.B.A.): On Monday, December 30, 2015, staff discovered the existing aerial crossing near Jimmie Austin Golf Course (OU) had been crushed by a fallen tree. A combination of high rainfall and possible ice are suspected causes. Staff engaged CP&Y to commence emergency design to replace the crossing on piers. Emergency quotes will be obtained from contractors as soon as possible to construct the replacement.

Water Projects:

Segment D Waterline, Phase 2: Crafton, Tull & Associates, Inc. has completed final design for the Phase 2 project and plans to utilize Highway 9 right-of-way has been delayed by ODOT. The permit to construct from ODOT has not been renewed. Alternative routes have been partially determined with one portion utilizing the waterline relocation along Lindsey Ave where the lines along this route were upgraded to 24 inch. The last phase connecting the 24 inch on Lindsey to the 24 inch along Hwy 9 at Jenkins is under consideration.

Waterline replacement: Bishop Creek (WA0199): Project will replace a failed 12" Ductile Iron water main under Bishop Creek near the west terminus of Cedar Lane Road. Staff issued a survey and design work order to Lemke under their On-call Services Contract. Project advertised 11/26/2015; pre-bid meeting held 12/9; three (3) bids received 12/17/15, with McKee Utility Contractors of Prague low at \$207,500; NUA award and contract approval scheduled 1/12/16.

Raw Waterline, Phase I (WA0051) – Design was prepared by Garver Engineers. Red Cliff, Inc. began September 27, 2010 and was scheduled to complete by June 24, 2011. They have installed all pipe and only lack connection vaults at both ends. Staff delayed the project due to high water demand during the summer and Change Order #1 was executed and signed by all parties. After excavating the WTP vault site, it was realized that the existing 1960's concrete pipe was a special fabricated curved pipe which was not anticipated by staff or the consultant in design. Therefore, our consultant has asked the contractor to reconsider utilizing ductile iron fittings as opposed to the original recommendation of fiber glass fittings. Increase pricing received was higher than original by \$86,575. Contractor and staff met and have not been able to resolve a resolution to move the project forward. Staff is consulting with legal department to aid in handling project talks. Staff was unable to get the contractor to complete vaults. NUA legal staff engaged talks with the contractor's attorney and were unsuccessful. Legal prepared a letter ending the contract and sent to contractor as well as bonding company. Staff rebid the project to complete the vaults and bids were opened 1/11/13. BRB was low bidder at \$788,505. Work began 2/27/13 and was substantially complete by

July 2013. One major leak found due to a failed pipe was repaired. The line still has a small leak and in an attempt to save money, staff will order a repair once the leak surfaces. Project is complete and final payment has been made to contractor. Staff will closeout project once all accounts are reconciled.

Water Treatment Plant Expansion – Phase II is underway. This phase will include the installation of ozone treatment, UV treatment, an upgrade of the old high service pumps that supply pressure to the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. An ozone pilot study began October 2012 and was complete March 2013. The study was valuable and will be presented to Council January 2014. Total costs are estimated at \$33,540,000. The design contract is underway and was approved by NUA May 22, 2012. Council was update with engineering plans and pilot plant results on July 8, 2014. Council approved final engineering contract with Carollo on Feb. 10, 2015. Engineering plans are about 40% complete.

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; staff will soon submit another request to ODOT.

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13. APAI was selected as most qualified for the project the NUA approved preliminary design contract on 01/28/14. Kickoff meeting held 02/14/14 with consultant, NUA and Public Works staff. Staff met with representatives of ODOT. Draft report received 04/18/14; meeting held 04/30/14 to discuss alternative ranking matrix. Staff provided comments to APAI on draft engineering report on 7/31/14. Final ER received 09/25/14. APAI Amendment 1 for final design approved by NUA 10/14/14; kickoff meeting held 11/05/14; draft design plans received 01/26/15 and returned to APAI. 80% plans received 06/05/15 and were submitted to ODOT 06/12/15; ODOT has verbally indicated proposed I-35 crossings are acceptable. Design review meeting held 07/10/15 with APAI plans and specifications are being finalized for submission to DEQ in early January 2016. APAI working to draft easement acquisition documents at this time. NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase 2 waterline between Crossroads Blvd. and Brookhaven Blvd.

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into two phases with Phase 1 being a half mile along Lindsey. Bids were opened January 22 for Phase 1 which runs along Lindsey from Chatauqua to Berry and then north approximately 400 feet. The bid was awarded to Central Contracting and construction is complete. Phase 2 has been bid with McKee Utility Contractors, Inc. being the low bidder. Construction is underway.

Gray Street Waterline Replacement: C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Design is underway with the project expected to bid this spring.

Water Storage Tank (WA0293): Originally, this project proposed construction of a new 2 MG water storage facility in SE or SW Norman. However, through water modeling completed under project WB0134, the most appropriate location for new storage was found to be in the high-pressure zone in NE Norman. Staff has considered various locations and comparing costs of ground versus elevated storage. Staff submitted a memo to the NUA regarding the siting of the proposed water storage tank on 12/30/13. The NUA approved engineering contract with PEC on 01/14/14 for design of the 1 MG elevated storage tank just

northeast of the intersection of Robinson and 24th NE. Design drawings submitted to DEQ 08/22/14 and permit received 09/15/14. Bids were opened 03/05/15 with Landmark Structures as the low bidder; NUA awarded the bids and approved contract with Landmark in the amount of \$2,636,000 on 03/24/15. Preconstruction conference held 04/21/15. Foundation and tank design submittal approved and contractor mobilized to site 08/10/15; foundation steel and concrete placed and crews have placed all 21 pours for concrete pedestal construction. Construction payment #4 through 10/25/15 approved for total of \$723,211 or 27% of the total contract amount of \$2,636,000. Erection of steel tank expected to begin 01/11/16.

Lindsey Street 24-inch Water Line Improvements (WB0184): In order for the roadway and drainage improvements associated with the Lindsey Street Widening project to proceed, numerous public and privately owned utilities will need to be relocated. The Lindsey Street Waterline Improvements will install about 6,000 feet of 24-inch waterline along Lindsey between 24th Avenue SW and Berry Road. On March 10, 2015, the NUA approved Contract K-1415-103 for \$2,130,885 with McKee Utility Contractors, Inc. (McKee). The work began 04/06/15 at Briggs Street and 24th Avenue NW and has proceeded in an easterly direction along Lindsey Drive to Lindsey Street. Phase 1 completion date of June 4, 2015 was established to complete all waterlines west of McGee Street; contractor completed all testing and all services west of McGee were in operation on 06/06/15. Waterline installation east of McGee to Berry completed, tested and connected to system on 08/28/15; cleanup work is complete. Staff processed construction estimate #2 on 10/07/15 in total amount of \$2,110,885 or 99% of contract amount. Staff is working on agenda item for final reconciliation change order and project acceptance.

FYE15 Water Wells and Supply Lines: Staff completed RFP for water rights permitting, well field design, test and production well design, well house design and distribution system improvements. RFP issued 08/18/15; 14 proposals were received 09/14/15; staff has tentatively selected several consultants to do the work and has begun contract negotiations. Initial contracts will be to perform water right permitting through the OWRB and to perform an update of our city wide water model originally prepared in 2003; proposed contracts are under review.

Water Line Replacement: Crossroads Blvd Area (WA2013): Project will replace about 16,000 feet of ductile iron water lines in the Crossroads Blvd area north of Robinson between 36th Ave NW and I-35. Failing ductile iron lines are causing damage to driveways, streets, and yards, and will be replaced with C900 PVC pipe. Engineering design is budgeted for FY 2016, and a proposal was requested on 1/13/16. Construction is budgeted in FY 2017.

Water Line Replacement: 24th Avenue NW (WA-TBA): Project will replace approximately 1,400 linear feet of eight-inch (8") Ductile Iron (DI) water main. Failing DI lines are causing street and driveway failure, and will be replaced with 8" C900 PVC pipe. This project is currently unbudgeted, but due to rapidly deteriorating operating conditions, Line Maintenance asked that it be substituted for a portion of the Crossroads area funding. An engineering design proposal was requested on 1/13/16. Construction is proposed for FY 2017.

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 9 commercial entities this month. This resulted in assessments made upon 4 entities whose project did not increase wastewater flows. A total of \$7,097.34 was assessed on the remaining 5 entities.

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. Collected \$3,307.58 during FYE12 from new Wal-Mart Market. Annual payback to investors for collections through end of FYE12 approved by NUA on 08/14/12. Releases for many properties now served by North interceptor system projects were filed of record. Payback of \$2,645 received from 36th NW Business Park on 03/17/15.

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.

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. Staff is working with the developer to establish the city share of sewer improvements in Summit Valley Section 2 Addition. The NUA desires that 1,300 feet of sewer be enlarged from 8-inch to 15-inch to allow Eastridge and Siena Springs lift stations to be decommissioned in future.

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 1,530 feet. Total payback to date is \$0.00 of potential \$61,177.

36th Avenue NW Waterline Payback: Payback project established 08/24/99 for NUA construction of 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Awaiting payback from Harvest Church; total payback to date is \$64,739.

24th Avenue NW Waterline Payback: Payback project established 04/22/08 for NUA construction of 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. NEDC and City of Norman have been advised of need to pay for connection of new roadways along 24th Avenue NW. NEDC made payment of \$5,885.46 on 06/30/14; total of \$60,398 collected to date.

Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development as well as other properties in SE Norman. Construction is complete and final payback costs approved 01/25/11.

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 is complete and staff is working to finalize payback costs.

Water Line Replacement: Crossroads Blvd Area (WA2013): Project will replace about 16,000 feet of ductile iron water lines in the Crossroads Blvd area north of Robinson between I-35 and 36th Ave NW. Failing ductile iron lines are causing damage to driveways, streets, and yards, and will be replaced with C900 PVC pipe. Engineering design is budgeted for FY 2016, while Construction is budgeted in FY 2017. Staff intends to negotiate a design contract shortly; no work to date.

DEVELOPMENT PLAN REVIEW:

As shown on the attached spreadsheet, staff reviewed 3 sets of water and sewer development plans this month. During this fiscal year, staff has reviewed a total of 52 sets of plans with an average review time of 10.0 days. Staff's goal is to review 90% of these plans in less than 10 days and, to date, staff has achieved this 65% of the time.

DEVELOPMENT PLAN REVIEW DEVELOPMENT PLAN REVIEW

December, 2015

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Action	Days to Return	Greater than 10 Days?
12/15/2015	Corporate Addition I	Preliminary Plat	Cabbiness	12/21/2015	Returned	6	0
12/15/2015	Shops At Tecumseh Crossing	Preliminary Plat	SMC	12/21/2015	Returned	6	0
12/15/2015	Monterey II	Amended Final Plat	Cardinal	12/21/2015	Returned	6	0

FYE16 Data

Average Days to Return =	10.0
Number of Plans Reviewed	52
Plan Review > 10 days	18
Percentage Reviewed < 10 Days	65%
Goal for Review < 10 Days	90%

Utilities Administration
Monthly Capital Projects Report

Project Information				Design Information			Construction Information						
Project Number	Project Name	Engineer	Design Total	Total to Date	% Comp	Contractor	Adjusted Amount	Amount Paid	Percent Change	Scheduled Complete	Scheduled % Complete	Actual % Complete	Completion Date
WA0199	Bishop Creek Waterline Replacement	Lemke/CP&Y	21,850	\$21,480	98%	McKee Utility Contractors	207,500	-	0.00%	5/1/2016	-28%	0%	
WA0213	Crossroads Blvd Water Line	Cardinal	T.B.A.			T.B.D.				NA			
WW0062	Royal Oaks Force Main Rehabilitation	Cardinal	66,740	\$48,055	72%	T.B.D.				NA			
WW0070	Sewer Maintenance Project FYE 2012	Staff / Lemke	73,580	\$71,875	98%	PM Construction & Rehab	2,268,397	2,268,397	-11.98%	12/2/2015	100%	100%	
WW0120	Interceptor Improvements: Woodcrest	RJN Group	133,849	\$113,641	85%	T.B.D.	-	-		NA			
WW0200	Sewer Maintenance Project FYE 2013	Staff / Lemke	69,415	\$54,003	78%	Urban Contractors, LLC	3,154,906	2,917,446	9.81%	5/15/2016	68%	92%	
WW0202	Sewer Maintenance Project FYE 2014	Staff / Lemke	69,520	50,754	73%	T.B.D.	-			NA			
WW0011	WW Flow Metering Phase 2	NA	-	\$0		RJN Group	154,244	130,982	0.00%	NA		85%	
WA0305	Berry Road WL Replacement Phase 1	Poe & Associates	172,000	\$138,000	80%	Central Contracting Services, Inc.	1,334,675	1,264,201	0.00%	NA		95%	
WA0305	Berry Road WL Replacement Phase 2	Poe & Associates	(above)			McKee Utility Contractors	1,206,024	-	0.00%	4/22/2016	50%	0%	
WA0305	Berry Road WL Replacement Phase 3	Poe & Associates	(above)			Central Contracting Services, Inc.				NA			
WB0140	FYE08 12-inch Waterline	Staff / Lemke	-	\$83,709		Red Cliff, Inc.	1,178,194	1,055,036	0.00%	10/27/2011	100%	90%	
WB0141	FYE08 16-inch Waterline	Staff / Lemke	-	\$11,944		Red Cliff, Inc.	294,548	226,809	0.00%	10/27/2011	100%	77%	
WB0184	Waterline Segment D, Phase 2	Crafton Tull	95,625	\$87,188	91%	Future	-	-		NA			
WA0173	Master Meter Replacement	Staff	-			Central Contracting Services, Inc.	249,050		0.00%	NA		0%	
WA0195	Robinson/I-35 WL Replacement Phase 1	Alan Plummer	446,000	\$298,912	67%	Future	-			NA			
WA0195	Robinson/I-35 WL Replacement Phase 2	Alan Plummer	139,000	\$0	0%	Future				NA			
WA0196	I-35 Waterline Relocations	SAIC	62,000	\$45,000	73%	Matthews Trenching Co., Inc.	1,056,100	1,056,100	5.83%	9/1/2014	100%	100%	8/28/2014
WA0293	HPP Water Storage Tower	PEC (design)	218,900	\$181,495	83%	Landmark Structures I, LP	2,636,000	412,742	0.00%	7/28/2016	56%	16%	
WA0293	HPP Water Storage Tower	Garver (inspection)	152,700	\$14,610	10%	NA	-			NA			
WB0184	WL Segment D, Lindsey: 24th SW to Berry	SAIC/Poe	81,000	\$75,000	93%	McKee Utility Contractors	2,130,885	2,110,885	0.00%	9/16/2015	100%	99%	8/28/2015
WW0207	Lindsey Street SS Rehab	RJN Group	73,800	\$73,800	100%	Instituform Technologies	358,666	358,666	-1.15%	9/24/2015	100%	100%	9/3/2015
WW0209	Bishop Creek Emergency Sewer Crossing	CP&Y	73,800	\$73,800	100%	Krapf-Reynolds Construction	344,355	-	0.00%	2/2/2016	7%	0%	
WW0042	Wastewater Flow Monitoring	(see construction)	-			HDR Engineering/RJN Group	576,699	541,378	0.00%	1/9/2011	100%	94%	
WW0050	WRF Effluent Truck Wash	APAI	18,700	\$18,700	100%	Cannot be Permitted by DEQ	-			NA			
WW0058	Effluent Reuse at Composting Facility	APAI	45,800	\$37,215	81%	Future	-			NA			
WW0065	WRF Phase 2 Expansion	Garver	9,432,700	\$6,894,794	73%	Archer Western Construction LLC	48,822,550	29,526,023	0.00%	1/4/2017	62%	60%	
WW0204	North WRF Engineering Report	HDR/APAI	249,935	\$224,095	90%	NA	-			NA			

**DECEMBER 2015
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	December	Year to date
Fats, oil and grease (FOG) program	29	179
Food license approval	3	9
Significant Industrial Users	0	19
Total inspections	32	207

ROUTINE ACTIVITIES	December	Year to date
Significant Industrial User sites sampled	7	7
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required annual 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	25%
Household hazardous waste disposal calls	11	131

REVENUE	December	Year to date
FOG Program	\$0.00	\$300.00
Surcharge	\$2,109.78	\$33,714.18
Lab Analysis Recovery	\$0.00	\$0.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$2,109.78	\$34,014.18

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided routine staff support including minutes, attending meetings, and researching information
2. Created street signs to promote protecting the Lake Thunderbird watershed pending approval by the Central Oklahoma Master Conservancy District
3. ECAB members developed water conservation tips and practices to be distributed to the media.
4. Members are working on public education for water issues.
5. ECAB is planning a Water's Worth It Poster Contest for elementary aged students
6. ECAB is planning door hangar distribution with the Big Event

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Purchased recycling containers for special events. Containers used by Memorial Marathon, Earth Day, Norman Music Festival, Summer Breeze, MidSummer Night Fair, Groovefest and 2nd Friday Artwalk
2. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
3. As of December 2015, approx. 91,000 gallons of grease/solids did not enter the sanitary sewer in FYE 16 as a result of the FOG program.
4. Staff working with different departments to increase energy efficiency-i.e turning off computers, duplex printing, printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
5. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate take-back programs similar to the recent paint take-back program in Oregon.
6. Created flyers for distribution to citizens regarding oil and grease in the sewer
7. Staff assisting the Water Reclamation Facility and the Water Treatment Facility with their Tier 2 reports
8. Represented the City of Norman at the Chamber of Commerce Greenovation Committee meeting
9. Started plans for Gray Water Workshop
10. Staff is assisting with the Backflow Prevention Program.
11. Staff assisting the Water Reclamation Facility with Biomonitoring/TIE RFPs.
12. Staff attended the Governor's Water Conference.
13. Planning Earth Day Festival with Parks Department and Cleveland County Conservation District
14. Submitted Annual Report to the Oklahoma Department of Environment Quality
15. Sent reminder to food establishments to submit Letter of Participation in Fats, Oils, and Grease Program

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 16		FYE 15	
December, 2015	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	3	8	4	21
Property Owner Responsibility	37	174	22	146
TOTAL	40	182	26	167
Number of Feet of Sewer Cleaned:				
Cleaned	117,702	864,088	149,440	738,760
Rodded	1,650	21,430	2,175	23,685
Foamed	0	109,109	0	99,470
TOTAL	119,352	994,627	151,615	861,915
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	1	0	0
Obstruction	0	1	2	7
Private	0	5	0	3
Other (Lift Station, Line Break, etc.)	0	1	0	0
Total Overflows	0	8	2	10
Feet of Sewer Lines Televised	12,352	109,112	16,320	96,003
Locates Completed	299	2,114	368	2,344
Manholes:				
Inspected	678	5,260	948	4,769
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	1	0	0
Feet of Sewer Lines Replaced/Repaired	0	0	0	12
Hours Worked at Lift Station	185	1,140	141	778
Hours Worked for Other Departments	0	132	18	243
OJI Percentage	5.00	2.92	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.48	0.42	0.41	0.46
Claims Paid Per 10,000 People	0	0		0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 16		FYE 15	
December, 2015	MONTH	YTD	MONTH	YTD
New Meter Sets:	24	251	29	259
Number Short Sets	24	240	29	254
Number Long Sets	0	11	0	5
Average Meter Set Time	2.35	2.84	4.29	3.73
Number of Work Orders:				
Service Calls	446	3,220	499	2,595
Meter Resets	0	2	0	3
Meter Removals	7	21	2	19
Meter Changes	60	260	65	248
Locates Completed	437	3,202	259	2,447
Number of Water Main Breaks	6	78	9	96
Average Time Water Off	2.25	2.71	3.65	2.61
Fire Hydrants:				
New	1	2	0	2
Replaced	2	9	1	6
Maintained	79	673	62	394
Number of Valves Exercised	420	1,449	168	1,801
Feet of Main Construction	627	4,432	470	3,349
Hours of Main Construction	583	2,969	607	2,608
Meter Changeovers	24	78	32	74
OJI Percentage	0.00	0.05	0.99	3.00
Hours Flushing/Testing New Mains	85	579	101	638
Hours Worked Outside of Division	70	769	138	787

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
December 1-31, 2015
Flow Statistics

	FYE 2016		FYE 2015	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	337.0	1934.0	271.9	1681.1
Total Effluent Flow (M.G.)	330.1	1911.0	246.1	1591.7
Influent Peak Flow (MGD)	25.0	26.7	9.4	12.6
Effluent Peak Flow (MGD)	23.4	23.4	7.9	12.1
Daily Avg. Influent Flow (MGD)	10.9	10.5	8.8	9.2
Daily Avg. Effluent Flow (MGD)	10.7	10.4	7.9	8.5
Precipitation (inches)	2.5	22.7	1.4	13.5

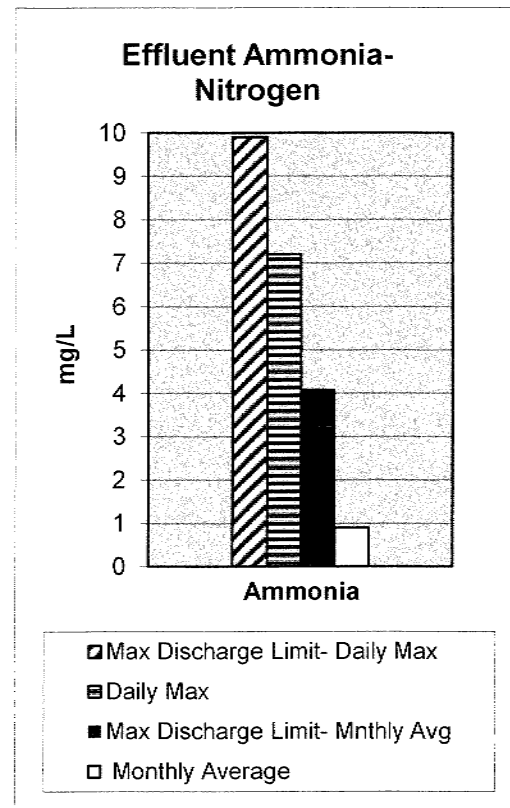
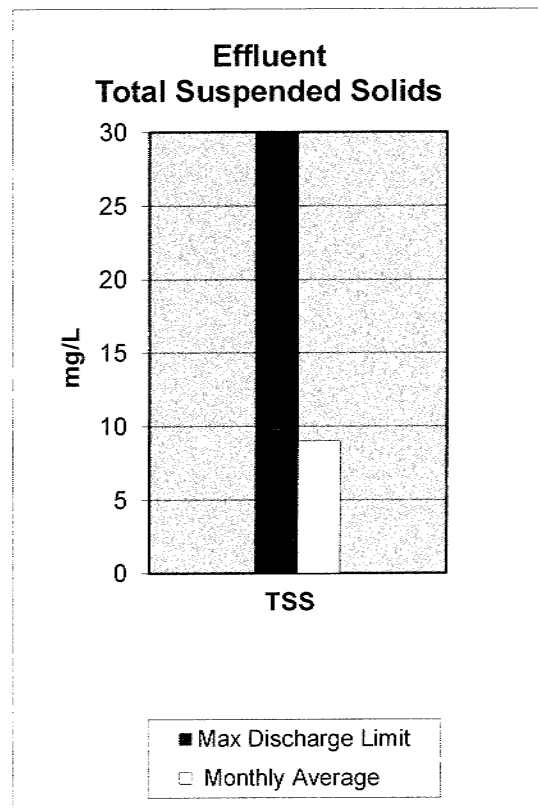
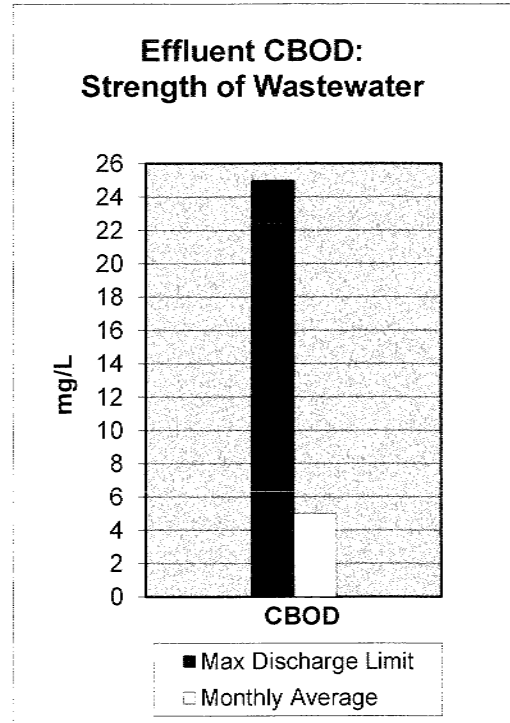
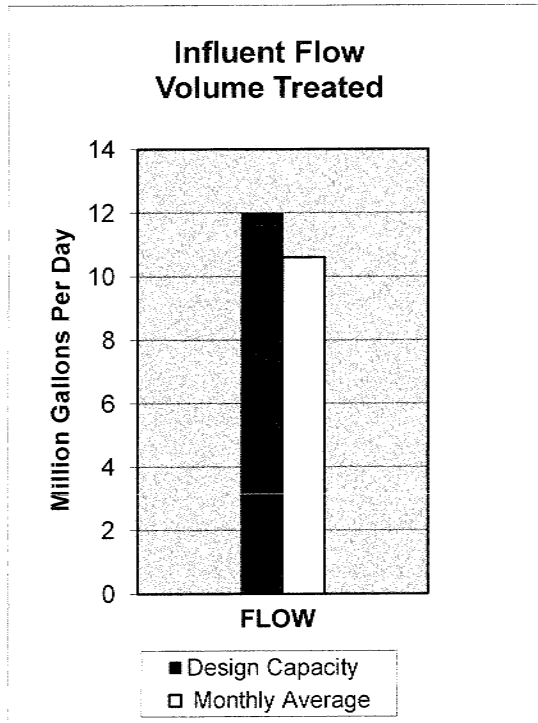
Discharge Monitoring Report Stats

5 day BOD:	EPA minimum percentage removal 85%	
	Avg.	Avg.
Influent Total (mg/l)	235	225
Effluent Carbonaceous Total	6.5	3.8
Percent Removal	97.2	98.3
Total Suspended Solids:		
Influent (mg/L)	135	168
Effluent (mg/L)	11.7	15.9
Percent Removal	91.3	90.5
Dissolved Oxygen:		
Influent (min)	0.3	0.1
Effluent (min)	5.1	5.4
pH		
Influent (Low)	7.0	7
(High)	7.3	7.2
Effluent (Low)	7.0	6.9
(High)	7.2	7.3
Ammonia Nitrogen		
Influent (mg/L)	21.1	31.0
Effluent (mg/L)	2.2	1.5
Percent Removal	89.6	95.2

Utilities

Electrical				
Total kWh (Plant wide w/ UV)	650,320	3,118,529	512,240	2,916,660
Aeration Blowers	364,320	2,128,008	278,880	1,859,680
Natural Gas				
Total cubic feet/day (plant wide)	1,410,000	6,845,000	1,010,000	5,537,000
UV Facility/ OEC	34400	66,400		
Public Education (Tours)	0	28		24
Total Attendees for FYE 16		79		42
Reclaimed Water System (MG)	0.0	0.0	18.0	94.8
OU Golf Course	0.1	33.7	0.4	37.7
UV Facility is off line until performance test is completed.				

CITY OF NORMAN
WATER RECLAMATION FACILITY
December 2015



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

WATER TREATMENT DIVISION

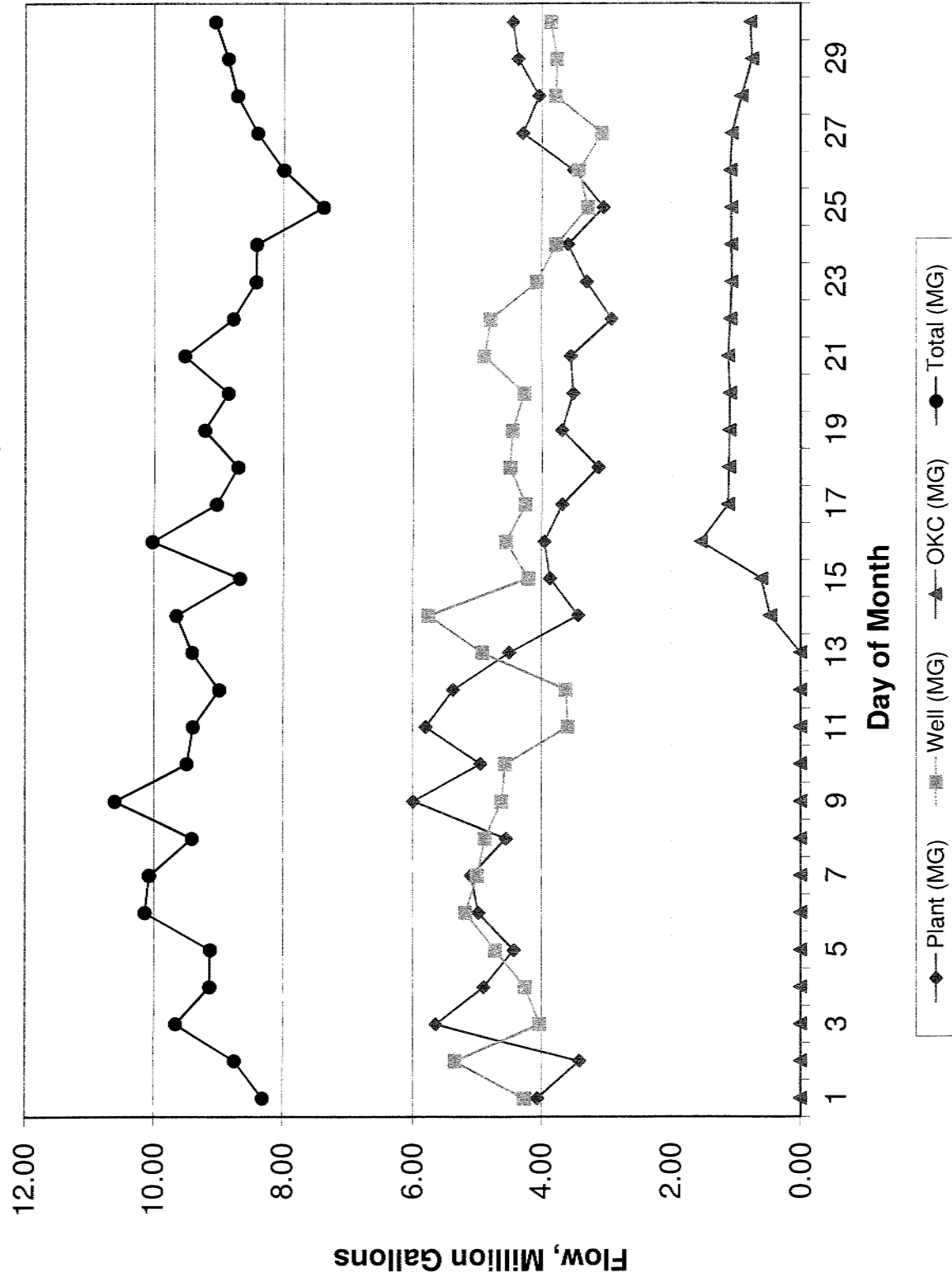
MONTH: Dec 2015

	FYE 2016		FYE 2015	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	129.26	1,737.84	172.762	1930.13
Well Production (MG)	133.93	749.92	116.43	625.89
Oklahoma City Water Used (MG)	17.65	18.11	0.00	5.07
Total Water Produced (MG)	280.84	2505.87	289.19	2561.08
Average Daily Production	9.06	13.62	9.33	13.84
Peak Day Demand				
Million Gallons	10.60	19.87	10.36	21.80
Date	12/9/2015	9/7/2015	12/3/2014	8/26/2014
System Capacity (see note)	23.70	23.70	23.70	23.70
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note: System Capacity does not include the Oklahoma City water line.				
Costs				
Plant	\$324,066.38	\$2,223,246.85	\$373,678.72	\$2,338,847.27
Wells	\$194,498.98	\$1,171,909.11	\$175,873.00	\$1,093,482.98
OKC (Estimated)	\$5,140.62	\$84,918.32	\$3,073.32	\$39,560.77
Total	\$523,705.98	\$3,480,074.28	\$552,625.04	\$3,471,891.02
Cost per Million Gallons				
Plant	\$2,507.09	\$1,279.32	\$2,162.97	\$1,211.76
Wells	\$1,452.25	\$1,562.72	\$1,510.55	\$1,747.10
OKC (Estimated)	\$291.29	\$4,687.99	N/A	\$7,804.45
Total	\$1,864.80	\$1,388.77	\$1,910.93	\$1,355.63
Water Quality				
Total Number of Bacterial Samples	91	544	80	523
Bacterial Samples out of Compliance	0	4	1	2
Total number of complaints	2	18	2	184
Number of complaints per 1000 service connections	0.06	0.50	0.06	5.12
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	4	27	1	6
Public Education				
Number of tours conducted	0	9	0	10
Number of people on tours	0	118	0	77

Notes:

Clarifier #3 mixer motor broke - pending repair.

Water Production for December, 2015



SANITATION DIVISION PROGRESS REPORT
DECEMBER 2015

	FY 15		FY16	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	1	3	4	5
<u>On The Job Injuries</u>	0	1	0	1
<u>Bulk Pickups</u>	38	78	26	58
<u>Refuse Complaints</u>	55	129	69	189
<u>New Polycarts Requests</u>	76	132	64	144
<u>Polycarts Exchanges</u>	22	31	18	34
<u>Additional Polycart Requests</u>	60	128	48	97
<u>Replaced Stolen Polycarts</u>	32	68	24	55
<u>Replaced Damaged Polycarts</u>	202	478	170	352
<u>Polycarts Repaired</u>	25	67	31	56

COMPOST MONTHLY REPORT

DEC 2016

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	186.51	846.44
LANDFILL TIPPING FEE'S	\$ 18.82	\$ 18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 3,510.12	\$ 15,930.00
TONS BROUGHT IN BY PUBLIC:	249.00	506.00
TONS BROUGHT IN BY CONTRACTORS :	406.00	826.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	110.00	162.00
LANDFILL TIPPING FEE'S	\$ 18.82	18.82
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 2,725.20	16,444.98
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 6,235.32	32,374.98
REVENUE COLLECTED FROM COMPOST SALES:	\$ 1,040.00	1,590.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	0	0	0	0
SELF LOADING BIN	5	13	0	0
DRYING BEDS	620	1,480	0	0
COMPOST SOLD BY CUBIC YARDS	0	165	312	477
TOTAL	625	1,658	312	477

MONTHLY RECYCLING REPORT
(CURBSIDE)
Dec-15

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	90%	89%
AVERAGE TONS PER DAY :	20.81	18.33
POUNDS PER HOME:	31.84	31.18

COMMODITY BY TON

	MONTH	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.25	6.51	35.56
#1 PET	3.13	16.36	98.8
NEWS	0	0	354.69
GLASS CONTAINERS	14.1	73.56	410.08
MIX PAPER	46.36	242	909.63
#2 NATURAL	1.17	6.09	44.37
#2 COLOR	0.86	4.47	42.37
#3-#7	0	0	33.59
TIN-STEEL SCRAP	2.57	13.4	69.69
TRASH	19.07	99.53	435.41
OCC	8.46	44.19	356.74
PLASTIC FILM	1.08	5.63	14.74
METAL	0.99	5.21	12.32
RIGIDS	0.96	13.4	20.21
TOTALS	100	530.35	2838.2

	MONTH	YTD
SERVICE CALLS (MISSES)	49	260
REMINDER NOTICES	6	55
MISC. (throwing bins, left in driveway, blowing trash)	2	9
MISSING BINS	7	57
BROKEN GLASS	0	0
PICK UP CART	3	34
REPAIR	10	57
DELIVERY REQUEST	0	0
SCATTERED	0	2
NEW	38	246
EXCHANGE	1	5
ADD	4	46
HOUSESIDE	1	39
REPLACE	3	19
TOTAL CALLS	124	829

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$9,981.19	\$53,414.92

MONTHLY TRANSFER STATION REPORT

DEC 2015

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	341.95	2,238.54	14,095.20	92,302.45
CONT. TONS:	84.54	660.55	\$ 4,261.50	33,261.00
CASH TONS:	980.85	6,834.30	\$ 46,244.82	330,107.84
BRUSH/YDS:	0	0.00	\$ -	0.00
PULL OFFS:	7	129.00	\$ 105.00	1,935.00
TOTALS:	1,407.34	9,733.39	\$ 64,706.52	\$ 457,606.29

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	392	2,460
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7,608.32	47,040
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	20	144
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	137.00	1,200
GRAND TOTAL TONS TO LANDFILLS	7,745.32	48,240

DISPOSAL COST PER TON (OKC)	\$ 18.82	\$ 18.82
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 145,766.92	\$ 907,884.89
GRAND TOTAL TIPPING FEE'S	\$ 145,766.92	\$ 907,884.89

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	480	2994
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,480.55	20,369.23
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	380	2075
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,601.97	14,323.28
TOTAL LOADS BROUGHT TO TRANSFER STATION:	860	5,069
TOTAL TONS BROUGHT TO TRANSFER STATION:	6,082.52	34692.51
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	4.94	34.66

Drop Center Report

Dec-15

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverte	\$ Diverted
ALUMINUM:	\$750.00	\$0.00		0	0	\$19.55	\$308.33	\$6,027.85
PLASTICS:	\$50.00	\$0.00						
STEEL CANS:	\$5.00	\$0.00						
CLEAR GLASS:	\$0.00	\$20.00						
GREEN GLASS:	\$0.00	\$20.00						
BROWN GLASS:	\$0.00	\$11.28						
MIXED OFFICE PAPER:	\$25.00	\$0.00						
CARDBOARD:	\$70.00	\$0.00						
NEWSPAPER:	\$35.00	\$0.00						

RECYCLING CENTER DATA: #9

RECYCLING CENTER DATA: #9						
	TONS	HollyWood TONS	Fairgrounds TONS	Hobby Lobby Tons	Total Tons	Net
ALUMINUM:	0.14	0.19	0.18		0.14	\$487.50
PLASTICS:	0.24	2.49	2.9		2.39	\$401.00
STEEL CANS:	0.09	0.53	0.66		0.66	\$9.70
CLEAR GLASS:	0	4.07	4.88		4.26	\$264.20 (\$264.20)
GREEN GLASS:	0	0	0		0	\$0.00
BROWN GLASS:	0	0	0		0	\$0.00
MIXED OFFICE PAPER:	1.02	18.97	9.25		6.14	\$399.09 \$884.50
CARDBOARD:	4	18.61	20.7		23.45	\$0.00 \$4,673.20
NEWSPAPER:	2.6	4.88	5.51		5.87	\$0.00 \$660.10
RECYCLING CENTER TOTAL	8.09	49.74	44.08		144.82	\$663.29 \$7,116.00

Cardboard	Other Cardboard Containers		Compactors		Totals	
	TONS	\$	TONS	\$	TONS	\$
	44.73	\$3,131.10	52.02		\$3,641.40	96.75 \$6,772.50

Newsprint	Other News Containers		
Tons	\$		
		total cb	163.51 \$11,445.70
		total rcy	\$308.33 \$13,624.30
	0		0 \$0.00

[illegible]

