

City of Norman



Monthly Departmental Report

October 2019

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK
MONTHLY PROGRESS REPORT
October 2019

CITY CLERK

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	CONTACTS	CONTACTS YTD
Animal Welfare	14	45	0	23
Bus Service	6	24	0	17
CDBG	4	14	2	11
City Clerk	60	232	1	132
City Manager/Mayor	1	6	1	7
City Wide Garage Sale	0	4	0	6
Code Enforcement	55	263	1	135
Finance	6	14	0	9
Fire/Civil Defense	1	9	0	7
Human Resources	4	9	0	3
I.T.	1	11	0	10
Legal	5	14	3	15
Line Maintenance	22	83	2	50
Municipal Court	9	14	0	2
Noise Complaint	0	5	0	0
Norman Forward Questions	0	0	0	0
Parks & Recreation	12	159	3	59
Permits/Inspections	9	65	0	41
Planning	4	23	1	21
Police/Parking	27	105	4	96
Public Works	12	61	3	53
Recycling	0	9	0	9
Sanitation	41	139	2	79
Sidewalks	3	7	1	5
Storm Debris	0	0	0	0
Storm Water	6	46	6	45
Streets	30	90	1	59
Street Lights	21	79	0	45
Traffic	14	50	3	33
Utilities	12	117	2	85
WC Questions	0	0	0	0
WC Violations	0	0	0	0
Total:	379	1614	37	1058

LICENSES

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

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	1	Retail Beer	1	3
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	1	1	Retail Wine	1	1
Distiller	0	0	Salvage Yard	0	0
Food	8	21	Sidewalk Dining	1	1
Game Machines	0	0	Solicitor/Peddler (30 day)	0	1
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	0	4
Kennel	0	0	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	3	11	Special Event	2	13
Medical Marijuana Grower	4	13	Strong Beer & Wine/Winemaker	1	5
Medical Marijuana Processor	1	2	Taxi/Motorbus/Limousine	0	2
Mixed Beverage	1	4	Temp Food (one day)	2	10
Mixed Beverage/Caterer	1	4	Temp Food (30 day)	1	11
Pawnbroker	1	1	Temp Food (180 day)	2	9
Pedicab	0	22	Transient Amusement	0	0
YTD License Total: 140					

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Accelerated ATM	999 Outside of City	Coin Operated Machines
AMC Robinson Crossing 6	1300 Interstate Drive	Food
Blame It Bar & Grill	584 Buchanan Avenue	Food
Cost Plus World Market	520 Ed Noble Parkway	Food/Retail Wine/Retail Wine
G's Street Tacos	924 W. Main Street	Food
Kung Fu Tea	1915 Classen Blvd. #113	Food
Victoria's - The Pasta Shop	215 E. Main Street	Food/ Mixed Beverage/Caterer/Sidewalk Dining
Yellow Dog Coffee Company	109 E. Tonhawa Street #110	Food
Darwins Pharm	999 Outside of City	Medical Marijuana Grower
Green Leaf Buds	704 Research Park Blvd. #110 A	Medical Marijuana Grower
Lazay Cat's	7301 Moonlight Drive	Medical Marijuana Grower
Permaculture Farms	6608 E. Indian Hills Road	Medical Marijuana Grower
El Sombrero Mexican Restaurant	1424 W. Lindsey Street	Mixed Beverage
Golden Rule Pawn Shop	2207 W. Main Street	Pawnbroker
Green Buffalo	232 E. Main Street	Medical Marijuana Dispensary
Mr. Green	1161 12 th Avenue N.E.	Medical Marijuana Dispensary
Higher Ground	588 Buchanan Avenue	Medical Marijuana Dispensary
Legendary Budz	704 Research Park Blvd. #120 B	Medical Marijuana Processor
Slice House Pizzeria	1440 W. Lindsey Street	Strong Wine and Beer/Winemaker

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Super Taco Loco #2	Riko's Tacos	Mama Rae's Cafe
Whole Laate Pie		Rocking G BBQ

SPECIAL EVENTS PERMITS		
3 DAY	2 DAY	1 DAY
		Downtown Norman Fall Festival
		Stash

EXISTING ESTABLISHMENT/NEW OWNERS		
NAME	ADDRESS	LICENSE TYPE(S)
Chick-Fil-A	2437 W. Main Street	Food Service

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
10-02-19	RJH Realty Investments, Inc.	Claim for damages to two residential units located at 1316 and 1320 Glen Oaks due to a waterline break on March 22, 2019.	\$2,208.16
10-02-19	Darrien Sanders	Claim for reimbursement of rent due to a waterline break at his residence at 1318 Glen Oaks that occurred on March 22, 2019. Claimant had to relocate for 30 days during the restoration process.	\$1300.00
10-03-19	Christie Upchurch	Claim for damages to a tire and rim after she hit a pothole on 48 th Ave. N.W. near Robinson St. on September 20, 2019.	\$500.00
10-07-19	Claims Management Resources (CMR) for OG&E	Claim for damages to a buried cable allegedly caused by a City crew located at 302 Beacon Ave. on June 5, 2019.	\$7,986.79
10-07-19	Claims Management Resources (CMR) for Cox Communications	Claim for damages to a Cox facility located at 508 Lone Oak Dr. on July 28, 2019, allegedly caused by the City while installing water lines.	\$2,495.31
10-08-19	Ken Swanson	Claim for damages allegedly caused by a sanitation or recycle truck that hit his vehicle located at 709 Andrea St. on September 25, 2019.	\$839.08
10-31-19	Claims Management Resources (CMR) for OG&E	Claim for damages allegedly caused by a City crew to an aerial cable located at 901 East Brooks on September 19, 2019.	undetermined

BUSINESS AND COMMUNITY AFFAIRS COMMITTEE

A City Council Business and Community Affairs Committee meeting was held on October 3, 2019 to discuss the Norman Flag Project.

COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE

A City Council Community Planning and Transportation Committee meeting was held on October 24, 2019, to discuss the public transit fares for September and parking regulations.

FINANCE COMMITTEE

A City Council Finance Committee meeting was held on October 17, 2019, to discuss the City fee structure and revenue manual, possible amendment to the Code of Ordinances related to City Council's approval of purchases, revenue/expenditure reports, and report on open positions.

OVERSIGHT COMMITTEE

A City Council Oversight Committee meeting was held on October 10, 2019, to discuss Boards, Commissions and Committees and continued discussion on E-Scooters.

STUDY SESSION

A City Council Study Session was held on October 15, 2019, to discuss the City of Norman Development Review Improvements and the development agreement for the University North Park TIF District pursuant to the amended and restated Norman University North Park Project Plan dated as of June 30, 2019.

SPECIAL SESSION

A City Council Special Session was held on October 1, 2019, to discuss pending litigation associated with Golden Tribe, L.L.C., vs. City of Norman, Fleske Holding Company, L.L.C., vs City of Norman, and Rodgers vs. City of Norman.

A City Council Special Session was held on October 29, 2019, to continue discussion regarding the Norman Regional Health System Inspire Health Program.

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
October 2019 Monthly Hourly Materials Cost Report**

		Data			
Craft	Location	Labor Hrs.	Labor Cost	Materials Cost	Total
Custodial	Administration Building-201	111.00	\$1,371.02	\$0.00	\$1,371.02
	Building A	67.00	\$864.80	\$0.00	\$864.80
	Building B	145.50	\$1,908.88	\$0.00	\$1,908.88
	Building C	67.00	\$864.80	\$0.00	\$864.80
	Facility Maintenance Library	12.00	\$240.00	\$4,869.78	\$5,109.78
Custodial Total		233.50	\$2,921.33	\$0.00	\$2,921.33
		636.00	\$8,170.81	\$4,869.78	\$13,040.59
Doors and Hardware	Administration Building-201	2.00	\$58.12	\$0.00	\$58.12
	Animal Welfare	2.00	\$58.12	\$0.00	\$58.12
	Building A	3.00	\$90.66	\$0.00	\$90.66
	Facility Maintenance Library	2.00	\$58.12	\$0.00	\$58.12
	Library East	2.00	\$58.12	\$0.00	\$58.12
	Library East	7.50	\$226.65	\$0.00	\$226.65
	Water Treatment Plant	1.00	\$29.06	\$0.00	\$29.06
Doors and Hardware Total		19.50	\$578.85	\$0.00	\$578.85
Electrical	Administration Building-201	8.00	\$220.44	\$0.00	\$220.44
	Building B	6.00	\$149.34	\$282.06	\$431.40
	Building C	1.00	\$24.89	\$0.00	\$24.89
	Fire Station 4	8.00	\$199.12	\$0.00	\$199.12
	Fleet Maintenance	18.00	\$448.03	\$15.00	\$463.03
	Library	8.00	\$247.40	\$0.00	\$247.40
	Library East	1.00	\$24.89	\$48.82	\$73.71
	Park Maintenance-Shop	2.00	\$60.44	\$0.00	\$60.44
	Parks-Community	34.50	\$951.99	\$201.53	\$1,153.52
	Parks-Griffin	2.00	\$49.78	\$0.00	\$49.78
	Traffic Control	18.00	\$448.03	\$14.36	\$462.39
	Transfer Station	7.00	\$174.23	\$0.00	\$174.23
	Water Reclamation Facility-Environn	1.00	\$24.89	\$0.00	\$24.89
	Water Reclamation Facility-Other	6.50	\$196.43	\$0.00	\$196.43

City of Norman Facility Maintenance
October 2019 Monthly Hourly Materials Cost Report

Electrical	Westwood Golf Cart Storage Bldg.	2.00	\$49.78	\$0.00	\$49.78
	Whittier Recreation Center	1.00	\$30.22	\$5.00	\$35.22
Electrical Total		124.00	\$3,299.91	\$566.77	\$3,866.68
General Maintenance	Administration Building-201	6.00	\$235.43	\$36.39	\$271.82
	Library East	1.00	\$49.03	\$0.00	\$49.03
	Norman Investigations Center	1.00	\$49.03	\$0.00	\$49.03
	Parks-Community	1.00	\$29.06	\$0.00	\$29.06
	Westwood Clubhouse	3.00	\$87.18	\$21.20	\$108.38
General Maintenance Total		12.00	\$449.73	\$57.59	\$507.32
Heating/Ventilation	12th Avenue Rec Center	4.00	\$120.88	\$0.00	\$120.88
	Administration Building-201	71.00	\$2,258.48	\$3,031.74	\$5,290.22
	Animal Welfare Building A	6.00	\$181.32	\$0.00	\$181.32
	Building B	6.00	\$218.94	\$0.00	\$218.94
	Building C	4.00	\$196.12	\$772.56	\$968.68
	Facility Maintenance	11.00	\$464.09	\$1,128.00	\$1,592.09
	Fire Station 6	8.00	\$241.76	\$30.01	\$271.77
	Little Axe Rec Center	5.00	\$149.94	\$0.00	\$149.94
	Norman Investigations Center	6.00	\$218.94	\$31.11	\$250.05
	Senior Citizens Center	50.00	\$1,661.48	\$140.63	\$1,802.11
	Traffic Control	4.00	\$120.88	\$0.00	\$120.88
	Water Reclamation Facility-Environm	4.00	\$120.88	\$84.96	\$266.28
	Water Treatment Plant	4.00	\$120.88	\$0.00	\$120.88
	Westwood Tennis Center	6.00	\$181.32	\$37.50	\$218.82
Heating/Ventilation /Air Conditioning Total		1.00	\$30.22	\$0.00	\$30.22
		196.00	\$6,467.45	\$5,256.51	\$11,723.96
Lighting	12th Avenue Rec Center	3.00	\$74.67	\$42.95	\$117.62
	Administration Building-201	36.50	\$1,012.43	\$1,030.78	\$2,043.21
	Animal Welfare Building A	1.00	\$24.89	\$0.00	\$24.89
	Building B	10.00	\$254.23	\$236.76	\$490.99
	Building C	10.00	\$302.20	\$40.78	\$342.98
	Fire Station 1	4.00	\$120.88	\$62.10	\$182.98
		2.00	\$49.78	\$0.00	\$49.78

City of Norman Facility Maintenance

October 2019 Monthly Hourly Materials Cost Report

Lighting	Fire Station 2	2.00	\$49.78	\$32.73	\$82.51
	Fire Station 4	1.00	\$30.22	\$0.00	\$30.22
	Fleet Maintenance	6.50	\$169.78	\$52.85	\$222.63
	Irving Rec Center	7.00	\$207.87	\$29.46	\$237.33
	Library	11.50	\$347.53	\$10.00	\$357.53
	Lindsey Yard-Stormwater	2.00	\$60.44	\$95.87	\$156.31
	Norman Investigations Center	1.00	\$24.89	\$0.00	\$24.89
	Parks-Community	5.00	\$124.45	\$47.85	\$172.30
	Water Reclamation Facility-Lift Station	2.00	\$60.44	\$105.32	\$165.76
	Westwood Clubhouse	11.00	\$332.42	\$236.57	\$568.99
Lighting Total		116.50	\$3,271.80	\$2,292.82	\$5,564.62
Miscellaneous	Building B	5.00	\$136.96	\$0.00	\$136.96
	Building C	2.00	\$59.28	\$0.00	\$59.28
	Facility Maintenance	33.50	\$955.12	\$397.49	\$1,352.61
	Fleet Maintenance	1.00	\$29.06	\$97.23	\$126.29
	Library	1.00	\$29.06	\$0.00	\$29.06
	Library East	4.00	\$99.56	\$74.75	\$174.31
	Sooner Theatre	1.00	\$29.06	\$0.00	\$29.06
	Miscellaneous Total	47.50	\$1,338.11	\$569.47	\$1,907.58
Pest Control		3.00	\$60.00	\$288.75	\$348.75
Pest Control Total		3.00	\$60.00	\$288.75	\$348.75
Plumbing	12th Avenue Rec Center	5.00	\$145.30	\$23.56	\$168.86
	Administration Building-201	8.00	\$232.48	\$0.00	\$232.48
	Animal Welfare	9.00	\$261.54	\$146.53	\$408.07
	Building B	25.00	\$693.14	\$301.87	\$995.01
	Building C	4.00	\$116.24	\$6.44	\$122.68
	Fire Station 1	2.00	\$58.12	\$0.00	\$58.12
	Fire Station 2	1.00	\$29.06	\$0.00	\$29.06
	Fire Station 7	9.00	\$263.86	\$0.00	\$263.86
	Fleet Maintenance	6.00	\$174.36	\$9.42	\$183.78
	Library	18.50	\$548.63	\$0.00	\$548.63
	Lindsey Yard-Stormwater	4.00	\$116.24	\$0.00	\$116.24
	Plumbing Total	108.00	\$3,000.00	\$640.00	\$3,640.00

City of Norman Facility Maintenance

October 2019 Monthly Hourly Materials Cost Report

Plumbing	Little Axe Rec Center	17.00	\$494.02	\$72.88	\$566.90
	Norman Investigations Center	1.00	\$29.06	\$30.93	\$59.99
	Parks-Andrews	1.00	\$29.06	\$15.78	\$44.84
	Parks-Community	25.00	\$726.50	\$59.12	\$785.62
	Senior Citizens Center	5.00	\$145.30	\$134.34	\$279.64
	Sooner Theatre	6.00	\$177.84	\$52.76	\$230.60
	Water Reclamation Facility-Environn	2.00	\$58.12	\$0.00	\$58.12
	Water Treatment Plant	2.00	\$58.12	\$0.00	\$58.12
	Westwood Clubhouse	2.00	\$58.12	\$0.00	\$58.12
	Westwood Pool	7.00	\$203.42	\$0.00	\$203.42
	Westwood Tennis Center	1.00	\$29.06	\$0.00	\$29.06
	Whittier Recreation Center	2.00	\$58.12	\$8.40	\$66.52
Plumbing Total		162.50	\$4,705.71	\$862.03	\$5,567.74
Grand Total		1317.00	\$28,342.37	\$14,763.72	\$43,106.09

CITY MANAGER 2

CIP FINANCIAL STATUS 2A

Principal Planner position is currently vacant.

CAPITAL PROJECTS > \$250,000 EXPECTED TO BE COMPLETED WITHIN SIX (6) MONTHS				
		1/11/2019		
Project No.**	Project Title	Anticipated Overruns	Anticipated Savings	Fund Title & No.
FIRE				
EF0180; BP0356	Fire Admin Remodel	\$0	\$20,000	Capital Fund 50
UTILITIES				
WW0065	WRF Phase 2 Improvements	\$0	\$300,000	Sewer Excise Tax 322
WW0065	WRF Phase 2 Improvements	\$0	\$570,000	Water Reclamation Fund 032
WW0169	WRF Digester Boiler	\$0	\$45,000	Water Reclamation Fund 032
WW0171	WRF Primary Sludge Thickener	\$0	\$30,000	Water Reclamation Fund 032
WW0309	WRF Replace Grit Classifier	\$0	\$15,000	Water Reclamation Fund 032
PARKS AND RECREATION				
NFB018	Westwood Family Aquatics Center	\$0	\$300,000	Norman Forward Fund 051
NFB001	Griffin Park Renovation Phase I Field Grading & Lighting	\$0	\$0	Norman Forward Fund 051
CITY MANAGER				
NFB017	Eastside Library	\$0	\$280,000	Norman Forward Fund 051
PUBLIC WORKS				
NFB008	James Garner and Acres Intersection	\$0	\$8,275.35	Norman Forward Fund 051
POLICE	none			
INFORMATION TECHNOLOGY				
BG0071	City Center Core Replacement	\$0	\$0	Capital Fund 50
PLANNING	none			
CITY CLERK	none			
Notes				
* Source of information Project Managers.				
** Project numbers correspond to the projects identified in the adopted Capital Improvements Budget.				

COMMUNITY RELATIONS

2B

Community Relations Office
October 2019

[illegible]

DEVELOPMENT COORDINATOR 2C

Development Coordinator position is currently vacant.

NORMAN FORWARD 2D



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MONTHLY REPORT – OCTOBER 2019

NORMAN FORWARD

DATE: November 1, 2019

PROJECT: NORMAN FORWARD
PROJECT NO: 16-003

REPORT PERIOD: October 1 through October 31, 2019

WORK THIS MONTH

1. Tuesday, October 1, 2019 | 8:30 a.m. | Indoor Multi-Sport Budget Discussion
2. Tuesday, October 1, 2019 | 9:00 a.m. | Central Library Custodial Walk
3. Tuesday, October 1, 2019 | 10:00 a.m. | Central Library Furnishings Update
 - a. Weekly discussion of FFE delivery and installation schedules, receiving strategies, and critical issues
4. Tuesday, October 1, 2019 | 11:00 a.m. | Central Library OAC
 - a. Weekly discussion of project schedules, budgets, and critical issues
5. Thursday, October 3, 2019 | 9:00 a.m. | Central Library Grand Opening Meeting
6. Monday, October 7, 2019 | 10:30 a.m. | Weekly Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
7. Monday, October 7, 2019 | 1:00 p.m. | Central Library Meeting with Tom Haller
 - a. Update City on status of Central Library Project
8. Monday, October 7, 2019 | 1:30 p.m. | Central Library Electrical Box Conflict Meeting
9. Tuesday, October 8, 2019 | 11:00 a.m. | Central Library OAC
 - a. Weekly discussion of project schedules, budgets, and critical issues
10. Wednesday, October 9, 2019 | 11:00 a.m. | Griffin Park OAC
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
11. Wednesday, October 9, 2019 | 1:00 p.m. | Griffin Park Phase III(b) Plan Review
12. Wednesday, October 9, 2019 | 4:00 p.m. | Senior Center Ad-Hoc Meeting
 - a. Meeting to discuss budget
13. Thursday, October 10, 2019 | 9:00 a.m. | Central Library Grand Opening Meeting
14. Monday, October 14, 2019 | 10:30 a.m. | Weekly Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
15. Monday, October 14, 2019 | 1:00 p.m. | Bus and Maintenance Facility Workshop
 - a. Meeting with GSB to discuss concepts
16. Monday, October 14, 2019 | 2:00 p.m. | Central Library Fiber Box Conflict Meeting
17. Tuesday, October 15, 2019 | 10:00 a.m. | Central Library Furnishings Update



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- a. Weekly discussion of FFE delivery and installation schedules, receiving strategies, and critical issues
- 18. Tuesday, October 15, 2019 | 11:00 a.m. | Central Library OAC
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 19. Tuesday, October 15, 2019 | 2:00 p.m. | Indoor Multi-Sport Meeting with FSB
 - a. Meeting to explore design concepts within budget
- 20. Wednesday, October 16, 2019 | 9:00 a.m. | Westwood Tennis Slab Crack Conflict Meeting
- 21. Thursday, October 17, 2019 | 9:00 a.m. | Central Library Grand Opening Meeting
- 22. Thursday, October 17, 2019 | 9:00 a.m. | Central Library Ad-Hoc Group Tour
- 23. Monday, October 21, 2019 – Friday, October 25, 2019 | 8:00 a.m. | Central Library Final Punch Walk with MSR
 - a. Review status of "open" items on Punch List with MSR
- 24. Monday, October 21, 2019 | 10:30 a.m. | Weekly Program Manager Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 25. Tuesday, October 22, 2019 | 11:00 a.m. | Central Library OAC
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 26. Tuesday, October 22, 2019 | 6:30 p.m. | City Council Meeting
 - a. Amendment No. One to Contract K-1819-133: By and between the City of Norman, Oklahoma, and Crossland Construction Company, Inc., increasing the contract amount by \$5,134,292 to set a guaranteed maximum price in the amount of \$5,151,867 to provide for the construction of The Ruby Grant Development Project and budget appropriation from the Norman Forward fund balance.
- 27. Wednesday, October 23, 2019 | 11:00 a.m. | Griffin Park OAC
 - a. Bi-weekly discussion of project schedules, budgets, and critical issues
- 28. Wednesday, October 23, 2019 | 1:30 p.m. | Central Library Meeting with Tom Haller
 - a. Review status of Substantial Completion with all parties
- 29. Thursday, October 24, 2019 | 9:00 a.m. | Central Library Grand Opening Meeting
- 30. Thursday, October 24, 2019 | 10:30 a.m. | Central Library Plumbing and HVAC Owner Training
- 31. Friday, October 25, 2019 | 10:00 a.m. | East Library Conference Call
 - a. Call to discuss landscape signage with MSR
- 32. Tuesday, October 29, 2019 | 11:00 a.m. | Central Library OAC
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 33. Tuesday, October 29, 2019 | 3:00 p.m. | Indoor Aquatics Ad Hoc Meeting
 - a. Meeting to discuss budget
- 34. Tuesday, October 29, 2019 | 6:00 p.m. | Indoor Aquatics Public Meeting
 - a. Meeting to gather public input
- 35. Wednesday, October 30, 2019 | 9:00 a.m. | Central Library Fire Alarm Owner Training
- 36. Wednesday, October 30, 2019 | 2:00 p.m. | Westwood Aquatic Meeting
 - a. Review Westwood Aquatic Winterization Plan with City and Mallett Plumbing



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37. Wednesday, October 30, 2019 | 6:00 p.m. | Senior Center Public Workshop
 - a. Meeting to review survey results and show early design concepts
38. Wednesday, October 30, 2019 | 1:30 p.m. | Conference Call with Tom Haller, MSR
 - a. Review and finalize Substantial Completion Date for Central Library
39. Thursday, October 31, 2019 | 9:00 a.m. | Central Library Grand Opening Meeting
40. Thursday, October 31, 2019 | 10:00 a.m. | Custodial Follow-Up Meeting
41. Thursday, October 31, 2019 | 2:00 p.m. | Central Library Convergent Access Control and Security Owner Training
42. Central Library FFE Delivery and Installation Coordination and Oversight:
 - a. Thursday, October 3, 2019 – Friday, October 11, 2019 | John A. Marshall Phase II Installation
 - b. Monday, October 7, 2019 – Tuesday, October 8, 2019 | MSR Second Punch Walk
 - c. Monday, October 14, 2019 | Copelins' Furniture Repair Tech Visit
 1. To address paint chips on podiums
 - d. Monday, October 14, 2019 – Wednesday, October 16, 2019 | Scott Rice Phase II Installation
 - e. Tuesday, October 15, 2019 – Wednesday, October 16, 2019 | L&M Office Furniture Repair Tech Visit
 1. To address issues with JSI products
 - f. Monday, October 21, 2019 – Friday, October 25, 2019 | Cultural Surroundings Phase II Installation
 - g. Wednesday, October 23, 2019 – Friday, October 25, 2019 | MSR Furniture Punch Walk
 - h. Thursday, October 24, 2019 – Friday, October 25, 2019 | TMC Installation
 - i. Friday, October 25, 2019 – Wednesday, October 30, 2019 | Walker Companies Signage Installation
 - j. Monday, October 28, 2019 | Pinnacle Design Group Installation
 - k. Monday, October 28, 2019 – Wednesday, October 30, 2019 | McKinney Office Supply Phase I Installation
 - l. October 2019 Construction Observation Site Visits
 - a. Griffin Phase 3A: (10)
 - b. Central Library: (20)
 - c. Westwood Aquatic: (1)
 - d. Westwood Tennis: (2)

WORK ANTICIPATED THE UPCOMING MONTH (NOVEMBER 2019)

- Central Library Grand Opening November 3, 2019
- Central Library Delayed Furniture Delivery Ongoing
- Griffin Park Master Plan Phase III (a) Construction Ongoing
- Griffin Park Master Plan Phase III (b) Advertise November 15, 2019
- Reaves Park Pricing on 90% CDs
- Parks & Recreation Maintenance Facility Programming and Cost Estimating



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- Bus Facility Programming and Cost Estimating
- Ruby Grant Park Preliminary Platting filed November 4, 2019
- Indoor Aquatic Facility Discussion of Site Location by Council
- Indoor Multi-Sport Facility Discussion of Site Location by Council
- Senior Center Operator Proposals Due November 15, 2015
- Softball and Football Awaiting Ad-Hoc meetings scheduled
- Continued Development of Standardized Contracts for Use with Architectural, Design, and Construction Consultants
- Continued Discussion of Project Budgets

PROJECT STATUS

- East Library
 - a. Schedule: Opening Celebration on July 20, 2018
 - b. Budget: Within budget
 - c. In operation
- Central Library
 - a. Schedule: Construction contract awarded April 25, 2017
 - b. Budget: Within budget
 - c. Issues: No known issues
 - d. Substantial Completion October 22, 2019
- Westwood Family Aquatic Center
 - a. Schedule: Opening Celebration on May 26, 2018
 - b. Budget: Final Pay App approved on July 24, 2018
 - c. In operation
- Griffin Park Phase III(a)
 - a. Schedule: Under construction
 - b. Budget: Within budget
 - c. Issues: No known issues
- Griffin Park Phase III(b)
 - a. Schedule: Advertise November 15, 2019
 - b. Budget: Within budget
 - c. Issues: No known issues
- Reaves Park Phase I
 - a. Schedule: Design waiting Ad-Hoc approval
 - b. Budget: Budget alignment in progress
 - c. Issues: No known issues
- Westwood Indoor Tennis Facility
 - a. Schedule: Opening Celebration on May 24, 2019
 - b. Budget: Within budget
 - c. In operation
- Ruby Grant
 - a. Schedule: Notice to Proceed October 28, 2019



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- b. Budget: In budget
 - c. Issues: No known issues
 - Indoor Multi-Sport Facility
 - a. Schedule: Programing started
 - b. Budget: pending project start
 - c. Issues: site/operator/MOU determination
 - Indoor Aquatic Center
 - a. Schedule: Programing started
 - b. Budget: pending project start
 - c. Issues: site/operator/MOU determination
 - Senior Center
 - a. Schedule: Programing started
 - b. Budget: pending project start
 - c. Issues: funding source determination, operator/MOU determination, Council site resolution approved on May 14, 2019
 - Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Revised/Updated September 30, 2019
 - d. Issues: No known issues
 - Continued discussion regarding operator for indoor multi-sport facility
 - Continued discussion regarding operator for indoor aquatic center
 - Continued discussion regarding indoor aquatic center operating budget
 - Continued discussion regarding indoor aquatic center capital improvements responsibility
 - Continued discussion regarding senior center budget/funding source
 - Continued discussion regarding senior center operator/fees
-

SUBMITTED BY: ADG – Jason Cotton, Randy Hill, William Harrell, Sarah Margaret Hendrickson, Olivia Bell

CITY OF NORMAN

Department of Finance Monthly Report – October 2019

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

Treasury Division:

In the month of October, the Treasury division processed 29,714 total payments. The Treasury division processed 1,587 credit card utility payments, an increase of 5% from last month, and the Interactive Voice Response (payment by telephone) system processed 1,717 credit card utility payments, an increase of 6% from last month. Utility customers also have the option of paying on the City of Norman website. There were 7,688 credit card payments made on the internet in October, an increase of 12% from last month. The Municipal Court processed 801 credit card payments for court fines, an increase of 9% 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 \$22,227 in convenience fees in the month of October with a fiscal year-to-date total of \$103,342.

Utility Services Division:

The Meter Reading Division read 40,580 meters. Out of 77 meter reading routes, 43 (56%) were read within the targeted 30-day reading cycle. 57 routes (74%) were read by the 31st day and all routes were read by the 33rd day. No routes were estimated in October.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of October by -10%. Revenues from the City's largest single source of revenue, sales tax, are below target by -8% for the year to date and 1% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 20 Budget To Date	FYE 20 Actual To Date	FYE 19 Actual To Date	FYE 18 Actual To Date
Sales Tax Revenue	\$14,941,617	\$13,705,767	\$13,567,426	\$12,969,676
General Fund Revenue	\$27,671,417	\$24,825,561	\$23,890,503	\$23,512,691
General Fund Expenses	\$30,332,533	\$29,996,306	\$24,771,889	\$24,763,493

Administration Division

	FYE 20		FYE 19	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	1,280.00	320.00	1,280.00
Total Comp Time Available	1.00	1.00	0.00	0.25
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
Total Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	321.00	1,281.00	320.00	1,280.25
Benefit Hours Taken	39.00	206.00	68.00	132.00
TOTAL ACCOUNTABLE STAFF HOURS	282.00	1,075.00	252.00	1,148.25
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

ACCOUNTING 3A

Accounting Division

	FYE 20		FYE 19	
	October	YTD	October	YTD
Total Regular Hours Available	960.00	3,840.00	960.00	3,848.00
Total Comp Time Available	8.50	62.25	2.00	49.50
Total Overtime Hours	5.00	7.00	0.00	27.50
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	 973.50	 3,909.25	 962.00	 3,925.00
Benefit Hours Taken	31.75	368.50	111.00	569.00
 TOTAL ACCOUNTABLE STAFF HOURS	 941.75	 3,540.75	 851.00	 3,356.00
 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	5.00	20.00	5.00	10.00
Total Overtime Hours	0.00	0.00	0.00	0.00
 TOTAL HOURS AVAILABLE	 5.00	 20.00	 5.00	 10.00

CITY REVENUE REPORTS

3B

City Revenue Report

	FYE 20 September	FYE 20 October	
Total Revenue Received (\$)	\$5,120,180	\$6,018,541	(\$898,361)
Utility Payments - Office (#)	32,069	42,714	(10,645)
Utility Payments - Office (\$)	\$4,666,470	\$5,259,009	(\$592,539)
Lockbox (#)	15,849	18,059	(2,210)
Lockbox (\$)	\$2,058,095	\$2,216,302	(\$158,207)
IVR Credit Card (#)	1,617	1,717	(100)
IVR Credit Card (\$)	\$168,582	\$180,190	(\$11,608)
Click to Gov (#)	6,832	7,688	(856)
Click to Gov (\$)	\$736,365	\$722,605	\$13,760
UT Credit Card Payments (#)	1,488	1,587	(99)
UT Credit Card Payments (\$)	\$166,556	\$204,139	(\$37,583)
Art Donations (#)	79	79	0
Art Donations (\$)	\$232	\$171	\$61
Bank Draft Payments (#)	9,072	9,121	(49)
Bank Draft Payments (\$)	\$1,113,955	\$1,089,140	24,815
Utility Deposits (#)	0	0	0
Utility Deposits (\$)	\$0	\$0	\$0
Fix Payments (#)	0	0	0
Fix Payments (\$)	\$0	\$0	\$0
Processed Return Checks (#)	46	42	4
Processed Return Checks (\$)	(\$5,346)	(\$7,154)	\$1,808
Other Revenue Transactions (#)	0	0	0
Other Revenue Received (\$)	\$0	\$0	\$0
Accounts Receivable Payments (\$)	\$139,419	\$1,250,495	(\$1,111,076)
Accounts Receivable - Credit Card #	0	0	0
Accounts Receivable - Credit Card \$	\$0	\$0	\$0
Municipal Court - Fines/Bonds (\$)	\$265,069	\$278,324	(\$13,255)
Municipal Court - Credit Card (#)	732	801	(69)
Municipal Court - Credit Card (\$)	\$131,461	\$144,531	(\$13,070)
Municipal Court - C2G (#)	0	0	0
Municipal Court - C2G (\$)	\$0	\$0	\$0
Building Permits Cash Report (\$)	\$140,874	\$291,967	(\$151,093)
Building Permits Credit Card (#)	193	266	(73)
Building Permits Credit Card (\$)	\$71,066	\$133,075	(\$62,009)
Building Permits C2G (#)	0	0	0
Building Permits C2G (\$)	\$0	\$0	\$0
Occupational License - Bldg Insp. (\$)	\$3,121	\$1,777	\$1,344
Occupational License - Bldg Insp. CC (#)	13	13	0
Occupational License - Bldg Insp. CC (\$)	\$1,921	\$1,277	\$644
Business License - City Clerk (\$)	\$7,320	\$7,360	(\$40)
Business License - City Clerk CR CD (#)	0	0	0
Business License - City Clerk CR CD (\$)	\$0	\$0	\$0
Convenience Fees - All Payments (#)	7,974	8,083	(109)
Convenience Fees - All Payments (\$)	\$23,922	\$24,249	(\$327)
Bank Drafts Billed (#)	8,470	8,467	3
Bank Drafts Billed (\$)	\$1,045,723	\$925,941	\$119,782
Interdepartmental Billing (#)	166	181	(15)
Interdepartmental Billing (\$)	\$42,805	\$39,893	\$2,912
Accounts Receivable Billed (\$)	\$335,292	\$357,228	(\$21,936)

Budget Services Division

	FYE 20		FYE 19	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	640.00	160.00	160.00
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	160.00	640.00	160.00	160.00
Benefit Hours Taken	0.00	32.00	0.00	336.00
TOTAL ACCOUNTABLE STAFF HOURS	160.00	608.00	160.00	-176.00
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 20		FYE 19	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	3,200.00	800.00	2,752.00
Total Comp Time Available	20.25	82.50	35.25	37.25
Total Overtime Hours	16.00	63.50	14.50	216.25
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	836.25	3,346.00	849.75	3,005.50
Benefit Hours Taken	71.00	524.00	106.00	445.00
TOTAL ACCOUNTABLE STAFF HOURS	765.25	2,822.00	743.75	2,560.50
PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

UTILITY 3C

Utility Division

	FYE 20		FYE 19	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,560.00	10,240.00	2,424.00	9,512.00
Total Comp Time Available	10.00	38.75	2.50	43.50
Total Overtime Hours	49.75	187.25	50.50	168.25
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	2,619.75	10,466.00	2,477.00	9,723.75
Benefit Hours Taken	329.50	1,401.25	301.50	1,430.75
TOTAL ACCOUNTABLE STAFF HOURS	2,290.25	9,064.75	2,175.50	8,293.00
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

Office Services

	FYE 20		FYE 19	
	October	YTD	October	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	638.00	160.00	640.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	30.50	60.75	6.50	22.25
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	190.50	698.75	166.50	662.25
Benefit Hours Taken	0.00	99.50	0.00	85.00
TOTAL ACCOUNTABLE STAFF HOURS	190.50	599.25	166.50	577.25
PERMANENT PART-TIME				
Total Regular Hours Available	112.00	459.00	112.00	442.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	5.50	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	112.00	464.50	112.00	442.00
Benefit Hours Taken	53.00	71.00		64.00
TOTAL ACCOUNTABLE STAFF HOURS	59.00	393.50	112.00	506.00
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 20 September	FYE 20 October
Mail Payments - Lockbox	15,849	18,059
Mail Payments - Office	366	329
Mail Payments - Subtotal	16,215	18,388
Night Deposit	380	334
Click-to-Gov Payments	6,832	7,688
IVR Payments	1,617	1,717
Without assistance payments - Subtotal	8,829	9,739
Drive-up window & inside counter	0	958
Credit Card machine payments (swipe)	916	629
Credit Card machine payments (phone)	596	
With assistance payments - Subtotal	1,512	1,587
Total Payments Processed - Subtotal	26,556	29,714
Bank Draft (ACH) Payments	9,072	9,121
Total Payments (Utility)	35,628	38,835
Total Convenience Fees - all Payments	7,974	8,083
Grand Total Payments	43,602	46,918

Traffic Counter at Drive-up Facility

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

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

Meter Reading Division

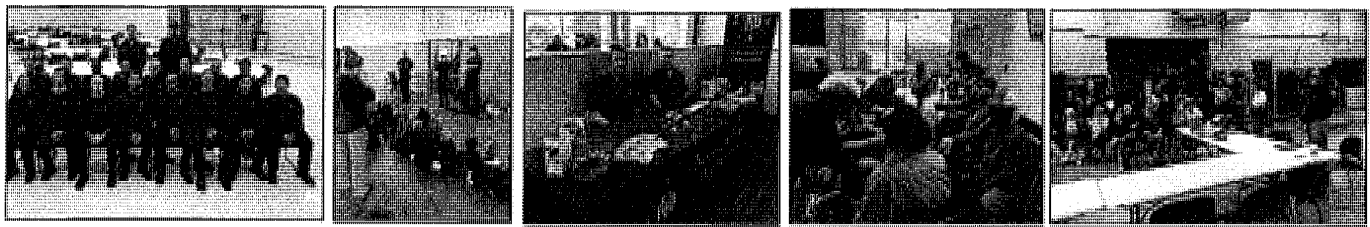
	FYE 20		FYE 19	
	October	YTD	October	YTD
Number of Meters Read	39,901	159,311	41,047	152,771
New Service	636	3,493	648	3,352
Request for Termination	633	3,363	602	3,265
Delinquent On(s)	330	1,138	272	828
Delinquent Offs	496	1,745	399	1,311
Collect Deposit Tags Hung	24	112	78	117
Collect Deposit Cut Offs	6	31	31	43
Blue Tags	21	87	6	49
Number of Meters Re-read	1,519	6,154	1,105	4,957
Meters Cleaned	89	410	83	380
Customer Assists	107	386	110	397
Meters Pulled	0	0	0	3
Meters Re-set	0	0	0	1
Meter Exchanges	100	333	27	130
TOTAL	43,862	176,563	44,408	167,604

Utility Division Activity Report

	FYE 20		FYE 19	
	October	YTD	October	YTD
STATUS REPORT				
Regular Utility Accounts Billed	42,952	170,625	42,269	167,342
New Ons	756	4,618	794	4,853
Final Accounts Billed	672	3,761	661	3,901
TOTAL ACCOUNTS BILLED	44,380	179,004	43,724	176,096

FIRE DEPARTMENT

4



NFD Monthly Progress Report October 2019

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	33	2.28%
2 - Overpressure Rupture, explosion, Overheat - No Fire	2	0.14%
3 - Rescue & emergency	935	64.53%
4 - Hazardous Conditions (No Fire)	25	1.73%
5 - Service Call	113	7.80%
6 - Good Intent Call	259	17.87%
7 - False Alarm & False Call	77	5.31%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	0	0.00%
Incomplete Reports	5	0.35%
Total Incident Count (Unique Calls)	1449	100.00%
Number of Total Unit Responses	1880	

Total Fire Loss \$132,985.00

Average Response Times

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	281	297	0:04:57
Station #2	188	305	0:05:05
Station #3	241	369	0:06:09
Station #4	184	327	0:05:27
Station #5	51	545	0:09:05
Station #6	37	575	0:09:35
Station #7	130	331	0:05:31
Station #8	95	317	0:05:17
Station #9	239	329	0:05:29

Community Outreach

Tours	32	Station Tours, School/Daycare Visits (Approx 1650 total kids)
Community/Special Events	10	Touch a Trucks, Council Meeting, Career Fair, Eagle Project Support, Fall Festivals

Burn Permits

Burn Permits Issued	50	Total of 7 burn days
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Training

Total Personnel Training Hours	4581	Mgmt/Supvrs, Hazmat, Wildland, Special Healthcare, etc.
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NFD Monthly Progress Report

October 2019

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9			
Chief 301	7	2					1	2	2				
Chief 302	31	5	1	10	1	2	1	4	2	5			
Chief 303	30	5	1	4	4	2	1	7	3	3			
Chief 304	27	5	2	2	4	3		4	1	6			
Engine 1	308	280	2	9	1		1	7		8			
Brush 1	5	5											
Engine 2	222	6	189	8	7			7			5		
Brush 2	5	1		2	1						1		
Engine 3	263	8	3	240	1			6			5		
Brush 3	2			2									
Engine 4	203	3	5	2	184		8		1				
Brush 4	1				1								
Engine 5	54											52	2
Brush 5	44											42	2
Tanker 5	4					3						1	
Engine 6	21					2	1	5	8	1	4		
Brush 6	49						3	1	4	36	1	4	
Rescue 7	1	1											
Squad 7	186	18	5	13	8			126		7	9		
Brush 7	2	1								1			
Engine 8	110	1			5			10		94			
Brush 8	1						1						
Tanker 8	3					1	1	1					
Engine 9	269	16			9	1		2	3		238		
Brush 9	4	3						1					
Tanker 9	6		3	2	1								
HAZMAT	1							1					
Fire Marshal 2	8	2	1				1	4					
Fire Marshal 3	5				1		1	3					
Fire Marshal 4	5	2	1		1			1					
Fire Marshal 5	3	1		2									
	1880	365	208	311	224	116	60	186	114	296			

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
Oct-19**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		173	110
Re-Inspections		39	22.5
Residential Inspections			
Plan/Platt Review		53	55
Company Inspections			
Re-Inspections			
Total Inspections		212	132.5

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries		28	21
Smoke Detectors Installed			

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		9	76
Fire Education Classes		12	91

Code Issues/Investigation			
Activites	Notes	Number	Staff Hours
Request for Service (Plan review unscheduled, site inspection burn sites, special events, citizen complaints)			
Code Violation Complaints		81	70
Investigations		25	54.5
Investigative Activities		22	41.5
Miscellaneous/Special	5-Men IAAI Conference, Sooner Fashion Mall Fire Prevention Week, Cedar Ridge Night Out,		

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: October 2019
Mitigation:	
Mitigation Plan still pending at FEMA	
Preparedness:	
“ELMER” night for Amateur Radio	Held every Tuesday night at the Red Cross building. Allows for project work and training to be conducted
Provided CERT Class to Metro Tech West in OKC	Oct 8, 10 and the 15 th Instructed Staff and individuals in preparedness training
Attended Procurement Discussion with FEMA	Oct 10, many tighter controls are being enforced in disaster procurement
Amateur Radio Meeting	Oct 12, monthly meeting discussing HAM radio issues
Long Term Care Facility Workshop	Oct 16, Provided instruction and support to the annual LTCF workshop co-hosted by Norman EM and Tulsa Disaster Resilience Network in Muskogee
Joint SW/NW EM Workshop	Oct 24, Conference between two areas discussing common issues, held in Weatherford
National Weather Festival	Oct 26, provide trailer and volunteers to host aid station and preparedness outreach, provided Bullex for fire extinguisher demos
Central Area Emergency Management Workshop	Oct 30-Nov 1
Response:	
Provided Fire response support	Oct 24, couple burned out of mobile home, coordinated for ARC to assist
Recovery:	

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
October, 2019

ADMINISTRATION/LABOR RELATIONS

A. Grievances (active AFSCME and Non-Union)

- FYE20-03 – Salley (Animal Control) - Discipline
- FYE19-10 – Adams (Engineering) – termination – Arbitration has been scheduled

B. Collective Bargaining

- Held one (1) FY20 negotiation sessions with AFSCME and reached a tentative settlement agreement. AFSCME members will vote to ratify the contract.

C. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed October 2019 Employee Newsletter
- Processed invoices and reconciled expense accounts
- Attended Munis Training
- Coordinated various United Way fundraisers
- Began preparations for Employee Recognition Ceremony (January 2020)
- Attended/Summarized one (1) negotiation session
 - 1 – AFSCME

PERSONNEL ACTIONS

New Hires – 10

Dept./Div.	Position	Number of Employees
Utilities/Admin	GIS Utilities Tech	1
Utilities/Environmental Svs.	Environmental Services Asst.	1
Utilities/Sanitation	Sanitation Worker I	1
Parks/Forestry	Forester	1
Public Works/Fleet	Transit Fleet Specialist	1
City Clerk/Custodial Svs.	Custodian (PPT)	1
Parks/Westwood Golf	Golf Course Laborer (PPT)	1
Public Works/Fleet	Mechanic Apprentice (PT)	1
Public Works/Fleet	Transit Support Tech (PT)	1
Utilities/Water Reclamation	Laborer (PT)	1

Separations – 120

Dept./Div.	Position	Number of Employees
Fire/Suppression	Firefighter	1
Fire/Admin.	Fire Protection Engineer	1
Utilities/Environmental Svs.	Environmental Services Asst.	1
Public Works/Streets	Maintenance Worker I	1
Utilities/Sanitation	Sanitation Worker II	1
Police/Patrol	Police Sergeant	2
Finance/Printing Svs.	Printing Svs. Operator I (PPT)	1

Parks/Westwood Golf	Food and Beverage Tech I (PT)	1
Parks/Westwood Golf	Golf Grill Asst. Mgr. (PT)	1
Parks/Park Maint.	Laborer (PT)	1
Parks/Westwood Pool	Asst. Aquatics Mgr. (PT)	3
Parks/Westwood Pool	Lifeguard (PT)	75
Parks/Westwood Pool	Head Lifeguard (PT)	3
Parks/Westwood Pool	Concession Cashier I (PT)	13
Parks/Westwood Pool	Concession Cashier II (PT)	1
Parks/Westwood Pool	Admission Clerk I (PT)	3
Parks/Westwood Pool	Admission Clerk II (PT)	1
Parks/Westwood Pool	Aquatic Facility Maint. (PT)	3
Parks/Westwood Pool	Slide and Gate Attendant (PT)	7

Promotions – 12

Dept./Div.	Position	Number of Employees
City Attorney	City Attorney	1
Planning/Admin	Director of Planning/Comm Dev	1
Public Works/Streets	Crew Chief	1
Public Works/Stormwater	Heavy Equipment Operator	1
Public Works/Stormwater	Maintenance Worker II	1
Fire/Suppression	Fire Driver Engineer	4
Parks & Rec/Park Maint.	Maintenance Worker II	2
Parks & Rec/Recreation	Recreation Leader I (PPT)	1

SURVEYS

Responded to the following surveys:

- OML Annual Compensation and Benefit Survey

RECRUITMENT

Accepted applications for the following positions:

- Communications Officer I, Police/Emergency Comm. Bureau
- Budget Technician, Finance Department
- Sanitation Worker I, Utilities/Sanitation
- Utility Distribution Worker I, Utilities/Water Line Maintenance
- Maintenance Worker I, Parks & Recreation/Park Maintenance
- Sanitation Worker II, Utilities/Sanitation
- Permit Manager, Planning & Community Development
- Heavy Equipment Operator, Public Works/Streets
- System Administrator/Security Analyst, Information Technology
- Sustainability Coordinator, City Manager
- Tradesworker, City Clerk/Facility Maintenance
- Animal Welfare Technician, Police/Animal Welfare
- Maintenance Worker II, Public Works/Stormwater
- Utility Billing Services Representative, Finance/Utility Services
- Parking Service Officer, Police Department
- Printing Services Operator I, Finance/Printing Services

- Administrative Technician II (PPT), Utilities/Environmental Services
- Recreation Leader I (PPT), Parks & Recreation/Recreation
- Transit Support Technician (PT), Public Works/Fleet
- Temporary Laborer (PT), Utilities/Water Reclamation Facility
- Food & Beverage Tech I (PT), Parks & Recreation/Recreation
- Food & Beverage Tech II (PT), Parks & Recreation/Recreation
- Recreation Center Specialist (PT), Parks & Recreation/Recreation
- Mechanic Apprentice (PT), Public Works/Fleet Management
- Golf Course Attendant (PT), Parks & Recreation/Westwood Golf Course
- Sports Supervisor (PT), Parks & Recreation/Parks & Recreation

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	385	Written Exams	6
Phone	470	Practical Testing/Assessment Center	2
Mail	250	Panel Board Interviews	13
Email	185	Promotions	6
Total Subscribers on E-mail Vacancy List	2147	Oral Interviews	5
Total Visits to City of Norman HR website	444	Hiring/Promotion Board	1

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	18	Advertisements Placed	12
Pre-Employment Drug Screens	11	Applications Received	218
Pre-Employment Physicals	11	Job Announcements Emailed	72
Pre-Employment OSBI	9	Job Announcements to CON Depts.	495

TRAINING AND DEVELOPMENT

Conducted training for five (5) new employees on the topics of Customer Service, Workplace Harassment, Workplace Violence, CON Code of Ethics and Conduct, Computer Networks and Communications, IT Acceptable Use and Social Media policies.

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

SAFETY

- Safety material documents were sent to divisions each week
- Conducted five (5) new employee orientations
- Conducted two (2) Fitness for Duty Meetings (Line Maint./Police)
- Conducted Active Shooter Training for 225 employees

Recordable Injuries – 7

Dept./Division	Nature of the injury	Activity	Prognosis
Fire/Suppression	Strained lower back	Strained lower back lifting patient into wheelchair	Work restrictions
Fire/Suppression	Strained groin	Strained groin pulling boat across floor	Work restrictions

Fire/ Suppression	Strained right wrist	Slipped on floor hurting wrist trying to stop his fall	Work restrictions
Police/ Patrol	Injuries to both arms & legs	Vehicle dragged PSO on concrete	TBD
Police/ Patrol	Strained right shoulder	TBD	Work restrictions
Utilities/ Sanitation	Strained right foot	Tripped over box springs & fell	Work restrictions
Utilities/ Sanitation	Sprained right ankle	Twisted ankle stepping into hole	Work restrictions

Recordable Injuries per calendar year. CY2019 is current year to date:

2019	2018	2017
56	71	59

Vehicle Collisions - 0

Division	Description of Collision	Status
-----------------	---------------------------------	---------------

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

2020	2019	2018	2017	2016	2013
0	8	5	17	13	10

INFORMATION TECHNOLOGY

6

CITY OF NORMAN

Information Technology Department
Monthly Report – October 2019.

Working projects for the IT Department are as follows:

Project	Description/improvement anticipated	Status
ERP Replacement Project	Process improvements for finance, purchasing, AR/AP, Courts, HR, Payroll, Personnel, and Permits Management through newer technology, software, and business review processes.	In Progress –Project team has completed implementation work on Incode for Municipal Court. Munis for Finance is currently in the implementation phase, Advanced Utilities for utility billing began in March 2019.
Main Site data center upgrades	Necessary upgrades to current infrastructure are needed to enhance capabilities and continue with power saving and cooling efforts by reducing the amount of physical servers through virtualization.	In Planning: FYE18 funding of new core switching has been approved. IT Network staff finalizing purchases and began implementation and testing in March FYE19.
Website Rebuild/Redesign	Our current design is 9 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design and look to accomplish this with HTML5.	In Implementation: The City has selected Interpersonal Frequency to lead the redesign https://ifsight.com/ . The new site is set to launch in April 2020.
Fiber Optic Installation for redundant loop	Remove fiber from the path of central library and James Garner projects while creating two points of entry and a loop for business continuity during a break or disaster scenario.	In Construction: Phase I complete. Phase II completed in March 2019. Configuration and redirection of the data loop(s) are in progress.

Install fiber optic cable on Rock Creek Road from Porter Avenue to 12th Avenue NE with switch at a new signal at Sequoyah Trail.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Complete.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	Ongoing
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	Contract approved by City Council Feb 2019 – work to began July 2019. The datacenter air should be complete by September 2019.
Video Detection Upgrade (Phase 2)	Will add cameras to a number of existing intersections some of which will require IP addresses for viewing in Centrac	In Progress
Main Street Roadway Lighting and Signal Interconnect (Main at Santa Fe, Peters, Crawford, and Porter)	Increase the coverage of traffic signals and the IT Fiber infrastructure which will require IP addresses for viewing in Centrac	In Progress

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

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of October 2019.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 33 emails from the groups shown were sent from city servers using city resources – of those 18,104 were delivered to outside mailboxes for the month of October 2019. The city servers generated mass communications to Norman citizens of 18,107 messages from only 33 sent (see **IT Table 2**).

Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. Email is one of the preferred methods of the delivery of malicious software and viruses. The IT department monitored 967,462 attempted incoming and 78,607 outgoing messages for the month of October 2019. Incoming messages totaling 795,930 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents nearly 80% of our inbound mail, which continues to be the norm for malicious email/spam. The IT Department has made the decision to block inbound traffic from known malicious countries and we continue to monitor the situation on a monthly basis. Inbound email messages of this nature means increased vulnerabilities and attack vectors into the city. Without the email filter, our email server would have received more mail, which increases waste and decreases valuable storage space. Additionally, the filter kept city employees from bombardment of spam, phishing, and other types of potentially harmful emails.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of October 2019, the City of Norman's web site had 78,841 individual web sessions access the web site for 182,866 total page views. Of those sessions, 42,267 were identified as New Users to view content on the City web site (see **IT Table 4**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. When complete (set for April 2020), the site will have reduced and more relevant information as well as the ability to function from mobile devices and tablets.

ERP Project Implementation Progress:

The chart below shows the current progress of the ERP Implementation Project. The project began in January of 2018 and is expected to run through the second quarter of 2021. The City Council has approved approximately \$6 Million to replace the outdated software systems that run our daily business operations. Once complete the city will have enhanced automated services and web services for our citizen base as well as the employees who use and track their daily work with these business systems. The IT Department has completed implementation of Parks and Rec software (Vermont Systems) and Municipal Court software (Incode), and is currently working to implement Finance software (Munis) and Utility Billing software (CIS Infinity). Daily work continues on the Finance software package, which is due to be implemented by November of 2019, and Utility Billing by April of 2020. IT has begun implementation of the new work/inventory tracking order system (EAM). Server installation and configuration for Planning and Community Services (CityView) application is set to start in August of 2019, due for completion in November of 2020.

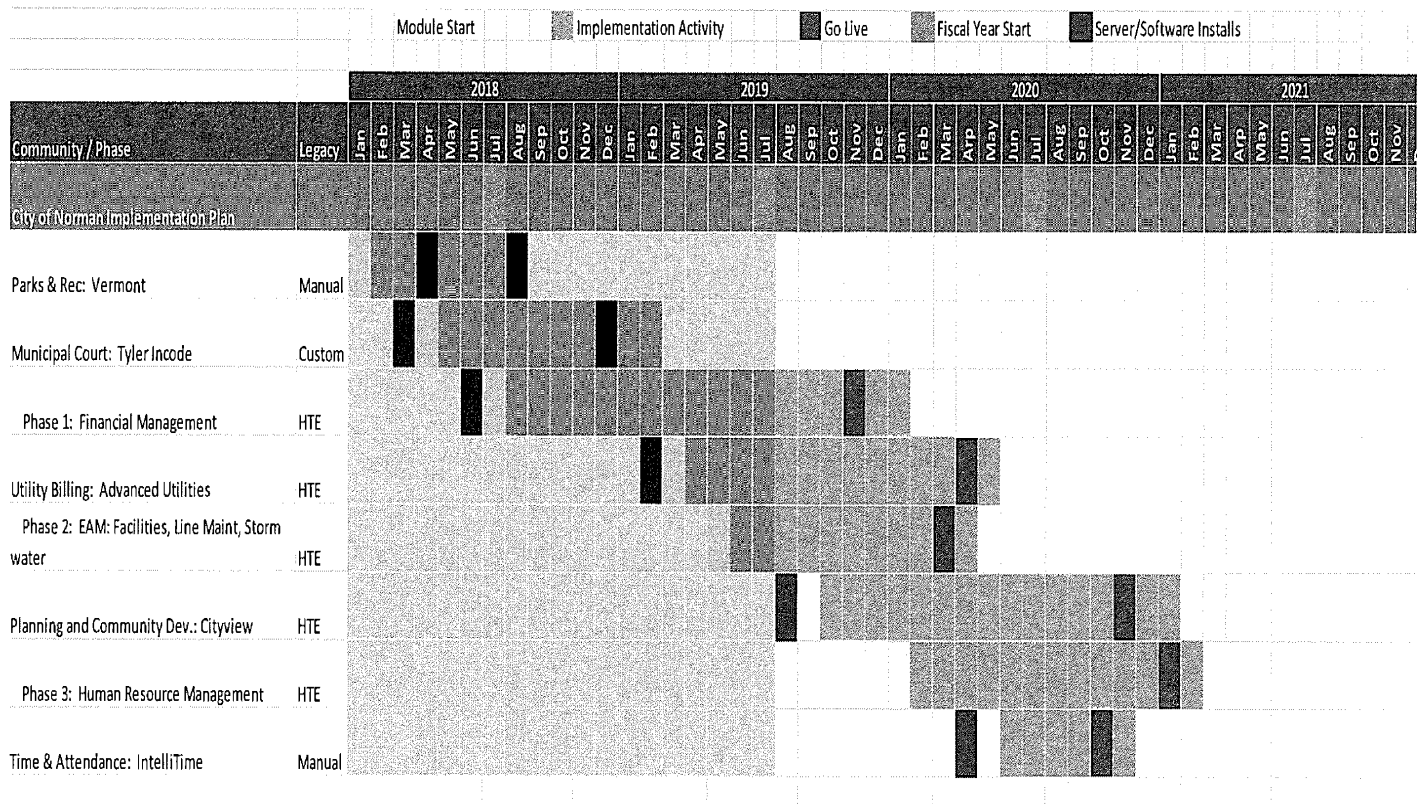
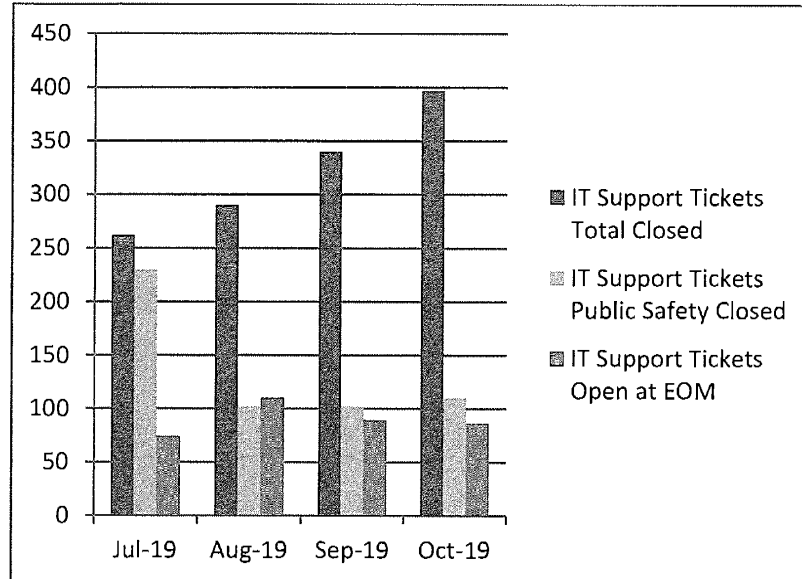


Table 1**Table 2**

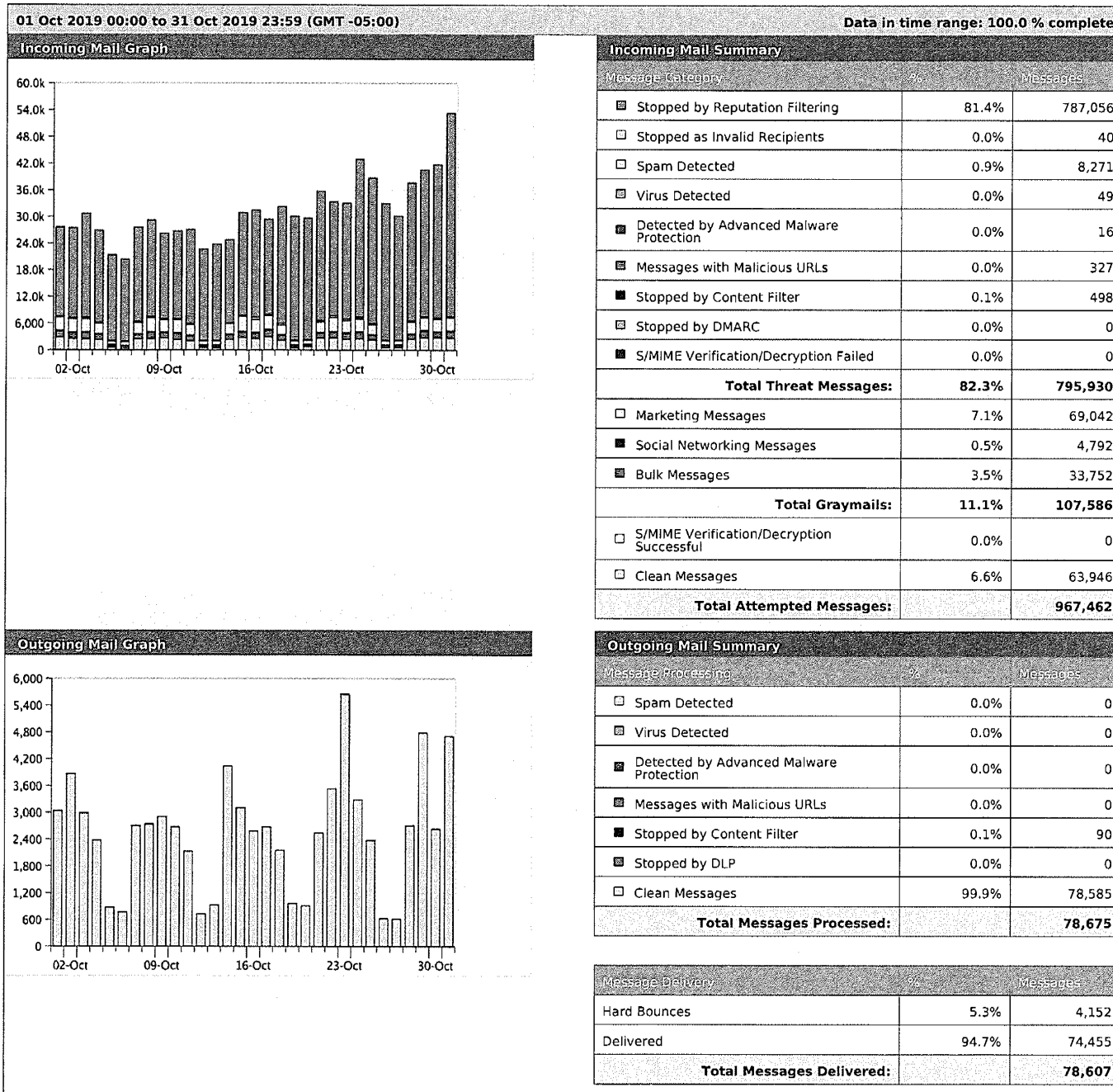
Oct 2019 LIST SERVER REPORT			
Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	24	3	72
Job Posting	2145	3	6435
Norman News	515	21	10815
Westwood Golf	629	1	629
Westwood Golf Members	36	1	36
Westwood Men's Clinic	16	1	16
Westwood Men's Golf Assoc.	71	1	71
Westwood Women's Clinic	27	1	27
Westwood Women's Golf Assoc.	4	1	4
Totals	3467	33	18104



EMAIL SECURITY APPLIANCE


Executive Summary

mail.ci.norman.ok.us



mail.ci.norman.ok.us - 01 Nov 2019 01:02 (GMT -05:00)

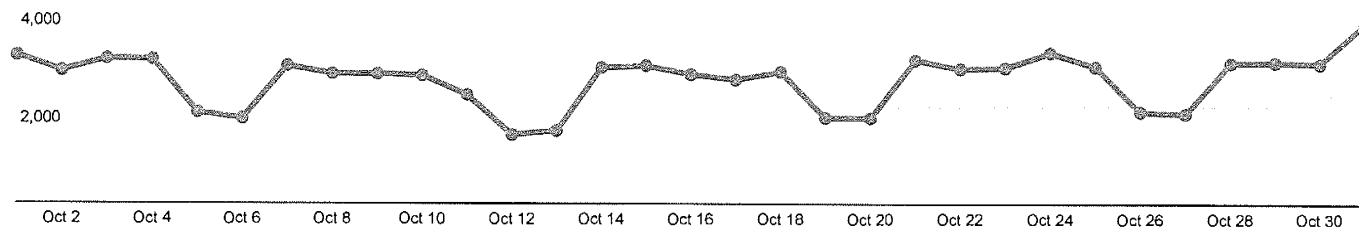
Site Traffic

 All Users
100.00% Sessions

Oct 1, 2019 - Oct 31, 2019

Report Tab

 Sessions



Day of the month	Sessions	Pages / Session	Pageviews	Users	New Users	Bounce Rate	Avg. Time on Page
	78,841 % of Total: 100.00% (78,841)	2.32 Avg for View: 2.32 (0.00%)	182,866 % of Total: 100.00% (182,866)	51,938 % of Total: 100.00% (51,938)	42,267 % of Total: 100.04% (42,249)	44.53% Avg for View: 44.53% (0.00%)	00:01:28 Avg for View: 00:01:28 (0.00%)
1. 31	3,694 (4.69%)	2.21	8,155 (4.46%)	3,173 (4.64%)	1,979 (4.68%)	52.17%	00:01:25
2. 24	3,102 (3.93%)	2.24	6,960 (3.81%)	2,754 (4.02%)	1,810 (4.28%)	38.78%	00:01:32
3. 01	3,038 (3.85%)	2.25	6,829 (3.73%)	2,625 (3.83%)	1,503 (3.56%)	41.94%	00:01:30
4. 03	2,974 (3.77%)	2.52	7,491 (4.10%)	2,582 (3.77%)	1,545 (3.66%)	43.81%	00:01:21
5. 04	2,958 (3.75%)	2.35	6,947 (3.80%)	2,535 (3.70%)	1,579 (3.74%)	45.00%	00:01:25
6. 21	2,952 (3.74%)	2.49	7,363 (4.03%)	2,541 (3.71%)	1,539 (3.64%)	42.65%	00:01:34
7. 29	2,902 (3.68%)	2.47	7,159 (3.91%)	2,428 (3.55%)	1,485 (3.51%)	43.73%	00:01:30
8. 28	2,885 (3.66%)	2.40	6,911 (3.78%)	2,452 (3.58%)	1,524 (3.61%)	43.92%	00:01:45
9. 30	2,878 (3.65%)	2.55	7,335 (4.01%)	2,422 (3.54%)	1,470 (3.48%)	46.28%	00:01:22
10. 07	2,828 (3.59%)	2.39	6,747 (3.69%)	2,467 (3.60%)	1,472 (3.48%)	42.43%	00:01:28

Rows 1 - 10 of 31

MONTHLY REPORT - LEGAL DEPARTMENT
October 2019 Report
(Submitted November 8, 2019)

MONTHLY HIGHLIGHTS:

Dustin B. and Courtney J. Graham v. Carrington Place Property Owners Association, Inc. and City of Norman, CJ-2016-705 LW; Case No. 116968 (K)

The action seeks declaratory relief regarding the version of the Oklahoma Sex Offender Registration Act that applies to Dustin B. Graham. On September 25, 2018, the Court of Civil Appeals reversed the district court's ruling and Defendant Carrington Place Property Owners' Association's petition for certiorari was denied. On October 30, 2019, the district court imposed Plaintiff Courtney J. Graham her costs and attorney fees on Defendant Carrington Place Property Owners' Association. When a journal entry is entered, Defendant Carrington Place Property Owners' Association will have 30 days to file an appeal.

Holloway v. Harris et al, Case No. SD-117606; CJ-2013-566 (K, B)

This case arises out of charged filed against the plaintiff for perjury. On October 22, 2019, the Court of Civil Appeals affirmed the district court's award of summary judgment in favor of all defendants.

Windrock Apartments v. City of Norman, CJ-2018-1030 (K, B)

This case arises out of a water line break at the Windrock Apartment complex. On October 22, 2019, the plaintiff dismissed this action without prejudice.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

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

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, WESTERN DISTRICT OF OKLAHOMA

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)

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

Vargas v. City of Norman, et al., CJ-2019-1090 (K); CIV-2019-805

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

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

Kevin Easley v. City of Norman, CV-2012-346 L; Case No. 115811 (HDC Appeal) (K, B)

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

Rogers v. City of Norman v. Michael Hamoush and Mary K. O'Brien-Hamoush v. Richard Harding, et al., CJ-2014-1116; Case No. DF-116655 (K)

Magnum Energy, Inc. v. Board of Adjustment for the City of Norman, Case No. SD-117912 (M)

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. General Lawsuits

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

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

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

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)

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

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

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

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

Henderson, Randolph, Wilk, Green v. City of Norman, IAFF, Travis King, Case No. CJ-2016-610 LW

Hinckley v. City of Norman, Case No. CM-2016-1048 SS (K)

Matthew Casey Holcomb v. William Hickman, Case No. CV-2019-276 (K)

Kirk v. City of Norman, Case No. CJ-2016-1238 TS (K)

McCarver v. City of Norman, Case No. CJ-2013-128 TS (K)

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

Rodgers v. City of Norman, Case No. CJ-2016-1185 (K, B)

Walling v. Norman Regional Health System, et al., Case No. CJ-2014-874 (K)

Webb, et al. v. City of Norman, et al., Case No. CJ-2018-4756 (K)

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

B. Condemnation Proceedings

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

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

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

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

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

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

City of Norman v. Tietz Revocable Trust, et al., CJ-2013-775 (M)
Commissioners' award paid into court in 2013 and withdrawn by Plaintiff December 19, 2018.

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

City of Norman v. Legacy Property Partners, LLC, CV-2018-249 (K, S)
Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219 (M): This matter was stayed effective August 2, 2017 and has not proceeded since.

D. *Municipal Court Appeals*
None

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

F. *Board of Adjustment Appeals*

LABOR / ADMINISTRATIVE PROCEEDINGS

A. *Grievance & Arbitration Proceedings (B, K)*
This office has assisted with the following grievances:

AFSCME Grievance FYE 19-10 – (Adams - Termination)

IAFF Grievance FYE 18 – (Baldwin Training)

IAFF Grievance FYE 18 – (Wilk Training)

IAFF Grievance FYE 19 – (Palmer – Light Duty)

IAFF Grievance FYE 19 – (Assistant Fire Chief-Administration)

IAFF Grievance FYE 19 – (Books – Condition of Employment)

FOP Grievance FYE 18 – (Burris and Hackbarth – Discipline)

FOP Grievance FYE 19 – (Holiday Pay – Memorial Day 2018)

FOP Grievance FYE 19 – (Barrett - Termination)

FOP Grievance FYE 19 – (Deese – Discipline)

B. *Equal Employment Opportunity Commission (EEOC)*
None

C. *Contested Unemployment Claims (OESC)*
None

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney's Office in the Municipal Criminal Court through October 2019. 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 18	FYE 19	FYE 20	FYE 18	FYE 19	FYE 20	FYE 18	FYE 19	FYE 20
JULY	543	421	640	50	21	35	13	12	15
AUG	629	1,130	683	48	24	10	17	15	15
SEPT	552	412	497	49	28	17	12	13	14
OCT	436	445	581	26	45	23	10	14	18
NOV	439	300		26	14		12	5	
DEC	428	279		250	2		9	3	
JAN	1,371	561		31	43		14	15	
FEB	421	540		24	16		14	14	
MAR	508	1139		30	13		9	10	
APR	521	491		38	23		16	12	
MAY	503	626		20	34		16	14	
JUNE	544	542		46	31		15	14	
TOTALS / YTD	6,893	6,886	2,401	638	294	85	157	141	62

WORKERS' COMPENSATION COURT

The total number cases pending as of October 2019 are 18. The remaining cases are proceeding in active litigation in the Oklahoma Workers' Compensation Court of Existing Claims & Oklahoma Workers' Compensation Commission. The current breakdown of pending Workers' Compensation cases by work area have been reviewed and updated for accuracy is as follows:

DEPARTMENT	DIVISION	PENDING CASES	FYE20 CASES	FYE19 CASES	FYE18 CASES	FYE17 CASES
Fire	Suppression	4	1	4	3	4
Parks/Rec.	Park Maintenance	2		1	1	3
Planning	Development Services					
Police	Animal Welfare	1			1	
Police	Patrol	2		1	1	3
Police	Administration					
Public Works	Street Maintenance	5	1	3	1	1
Public Works	Vehicle Maintenance					
Public Works	Storm Water					
Utilities	Line Maintenance	3	1		2	
Utilities	Sanitation					1
TOTALS		18	3	9	9	12

List of Pending Cases

Adams, Travis S. v. City of Norman, CM-2018-06545 A
(Parks & Rec, Park Maintenance, Irrigation Tech, L. Shoulder, Back, Neck)

Albertson II, Kenneth Wayne, CM-2018-07857 J
(PW/Street Maintenance/MWI, R. Knee, Consequential Blood Clot)

Amason, Amber v. City of Norman, WCC 2012-12306 K
(Police, Patrol, MPO, Intestinal/Parasite/Infection)

Bozeman, Christopher E. v. City of Norman, CM-2018-02917 J
(Utilities, Sewer Line Maintenance, MWII, R. Arm/R. Shoulder)

Bozeman, Chris v. City of Norman, CM 2015-08111 R
(Utilities, Sewer Line Maintenance, MWII, Back)

Hiett, Darin L. v. City of Norman, CM-2017-00909 Q
(Public Works, Streets, HEO, L. Shoulder, Spine/Neck, L. Arm, L. Wrist)

Honeycutt, Kyle v. City of Norman, CM-2018-06808 H
(Fire, Suppression, Firefighter, R. Thumb)

Joy, Cynthia S. v. City of Norman, CM 2018-00679 X
(Police, Animal Welfare, Animal Welfare Officer, Low Back)

Kizzia, Derrald v. City of Norman, WCC 2014-06995 K
(Parks & Rec, Park Maintenance, HEO, R. Knee/Reopen Request)

Landrum, Sean v. City of Norman, CM-2019-05618 L
(Utilities, Water Maintenance, Utility Distribution Worker II, Head, Headaches, Face, Jaw, Teeth, Tongue, Neck, and R. Shoulder)

McGrane, Edward v. City of Norman, CM-2018-03311 J
(Fire, Suppression, Firefighter, L. Shoulder/Arm+Cervical, Neck)

Pack, Robert v. City of Norman, CM 2017-06285 K
(PW/Street Maintenance/HEO; Low Back/Reopen Request)

Palmer, Andrew David v. City of Norman, CM-2018-07531 J
(Fire, Suppression, Firefighter, R. Knee)

Robertson, Kellee v. City of Norman, WCC 2010-13896 F
(Police, Narcotics, MPO, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)

Searcy, Terry v. City of Norman, CM 2019-00448 Y
(Public Works, Street Maintenance, HEO, L. Shoulder, L. Elbow, Head, Ribs+Back)

Searcy, Terry v. City of Norman, WCC-2019-04001 A
(Public Works, Street Maintenance, HEO, Hearing Loss, Tinnitus)

Terhune, Dylan v. City of Norman, CM-2019-03394 Q
(Fire, Suppression, Firefighter, Pubic/Genital Area)

Wilkins, Levi v. City of Norman, CM-2019-05323 X
(Fire, Suppression, Fire Driver Engineer, BAW, Cancer)

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through October, 2019.

DEPARTMENT	FYE 20 Month	FYE 20 YTD	FYE 19	FYE 18	FYE 17
Animal Control				1	1
Finance - IT					1
Fire				3	1
Fleet					1
Other	1	7	9	11	8
Parks		3	6	5	4
Planning				1	1
Police		1	10	6	12
Public Works – Stormwater	1	1		6	2
Public Works – Engineering		2		2	
Public Works – Streets	1	5	6	11	11
Utilities – Water	2	6	12	12	9
Utilities – Sanitation	1	3	10	11	13
Utilities – Sewer		4	3	5	4
TOTAL CLAIMS	6	32	56	74	68

CURRENT CLAIM STATUS	FYE 20 TO DATE	FYE 19	FYE 18	FYE 17
Claims Filed	32	56	74	68
Claims Open and Under Consideration	12	2	0	0
Claims Not Accepted Under Statute/Other	7	8	11	5
Claims Paid Administratively	1	10	18	17
Claims Paid Through Council Approval	3	11	15	12
Claims Resulting in a Lawsuit for FY	0	3	3	4
Claims Barred by Statute (No Further Action Allowed)	0	14	27	30
Claims in Denied Status (Still Subject to Lawsuit)	9	8	0	0

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney's Office through October 2019.

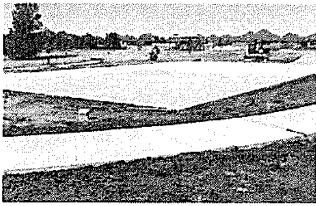
MONTH	REQUESTS			COMPLETED		
	FYE20	FYE19	FYE18	FYE20	FYE19	FYE18
JULY	11	18	26	6	20	14
AUG	15	27	20	32	6	10
SEPT	8	21	15	17	11	5
OCT	14	15	24	22	22	11
NOV		24	13		23	26
DEC		11	12		13	14
JAN		15	21		28	10
FEB		31	19		7	10
MAR		25	20		13	31
APR		8	14		15	15
MAY		17	27		14	19
JUNE		16	16		8	11
TOTALS/YTD	48	228	227	77	180	176

Reporting system is currently being switched from iSeries to Munis. No numbers are available at this time.

PARKS AND RECREATION 9

Park Planning Activities October 2019

NORMAN FORWARD New Neighborhood Parks:



Construction continues on the walking trail, playground, basketball court and site amenities at the new Songbird Park. Weather permitting, the synthetic turf safety surfacing will be completed in November along with the walking trail in the park. A new gazebo, picnic tables, grills, trash cans, benches, drinking fountain, and a park sign will also be added; and soccer goals have been delivered, to be set in place once the walking trail construction is done in that area and all ruts and grading are completed.

Also, we have received and filed a deed for the remainder of the voluntary park land for the new Southlake Park (east of Highway 77 and north of Cedar Lane Road); and we are negotiating the purchase of the remainder of the park land reserved by the developer years ago. A park survey of residents in Southlake and St. James Additions is being finalized to get feedback for that design, which will be bid for construction over the winter and be built in 2020.

NORMAN FORWARD Neighborhood Park Renovations:

Proposals were received in October for the replacement of the playground equipment at Rotary Park. Staff will review the different designs, select a vendor and prepare an agenda item for Council next month to do that work this winter. NORMAN FORWARD funding will be combined with the accumulated donations from the Rotary Clubs over the years to complete all of the different parts of the project for this popular central Norman park—including replacement of the park restroom building and adding shade to the bleachers and dugouts of the practice ballfield. Other smaller projects will be done this fiscal year at Earl Sneed, High Meadows, and Monroe Parks to improve the landscape, playground surfacing and park amenities at those locations

Griffin Park Improvements:

A contractor installed a new septic system at the Norman Community Dog Park, which will allow us to keep the drainage system from the water supply in the park cleaned out more effectively than the old gravel drain pit in the west side park area. All areas of the dog park were re-opened once the new septic pit was installed.

Sooner Theatre:

We are getting final bid numbers to replace/upgrade several pieces of technology at the theatre this fall. The digital projector used by the theatre for its shows and events and by many of those who rent the facility is over 15 years old; and many of the replacement parts are no longer manufactured or available for purchase. Also, the theatre microphone system will soon be unable to operate in the MHz range it currently uses, due to federal changes in the band-width made available to cell phone operations and how it overlaps and cuts into theatre and PA System ranges. These items will be purchased to replace the city's current inventory as part of the multi-year Room Tax project to upgrade the physical and operational features of the building. After the Christmas Show ("Elf—The Musical"), a contractor will be at the site to rebuild the rigging above the stage, which will improve operation of the different line-sets which hold the scenery, electric lighting instruments and the various drapes and special features for any given show.

Forestry and Park Planning:

The Park Planning Division is working with the City's new Forester to coordinate work on several projects all over town involving trees both in the parks and along the public rights-of-way. Now that a professional forester is on-board, the City can provide more official responses to questions that arise in regards to the City Ordinances covering street trees and also have an additional layer of staff to help make our park and public beautification projects as successful as possible. All questions regarding trees may now be directed to Tim Vermillion, who started work on October 22, 2019

OCTOBER 2019
RECREATION DIVISION
MONTHLY REPORT

Senior Center: The Senior Center held their 2nd Annual Craft Show on October 5th from 9:00 a.m. – 3:00 p.m. There were 22 vendors and approximately 75 to 100 customers. We also sold \$3.00 tickets for a bean and cornbread lunch. Hocus Pocus was our first movie matinee on October 9th and 12 participants enjoyed the movie and popcorn. Fifteen participants took a day trip to the Chickasaw Cultural Center and also enjoyed lunch at their café.

Little Axe Community Center: The outreach food distribution for the month of October was 180 adults and 38 children for a total of 218. There were two rentals at the Center in October. The Head Start program is full with 17 children and has a waiting list. Attendance for October was 81%. For the second year in a row, Little Axe Community Center in cooperation with the Mobile Smiles of Oklahoma Program and ORU O.E.C. Round Up Program, participated in a three-day free dental clinic on October, 7th, 8th, and 9th, assisting 35 patients with various dental needs.

12th Avenue Recreation Center: The “Moonlight Masquerade Family Dance” was held on October 18th at the 12th Avenue Recreation Center with 115 participants in attendance. The dance consisted of a DJ, refreshments, Haunted House and a Pumpkin Patch. The dance finished with a Halloween Candy scramble on the dance floor. The after school program continued this month with an average daily attendance of 30 children. Open gym to the public was offered from 12:00-2:30pm Monday through Friday and in the evenings from 6-8pm on Mondays. Pickle Ball continued their league play this month and Dog Obedience training continued their program this month

Irving Recreation Center: Irving Recreation Center had four facility rentals this month which were reoccurring rentals from the Silver Spurs Square Dance Group. The Junior Jammer Basketball season for the Fall kicked off this month. Irving hosted games, 12 evenings out of the month and one Saturday morning. Irving Recreation Center staff participated in the “Paint the Town Pink” event which recognizes Breast Cancer Awareness Month. Irving-After School Program students also participated by coloring Breast Cancer Awareness ribbons. This month the Irving-After School Program finished up the 6-week Digital App Making program with the organization Athletes Global. At the top of the year, students will participate in a 6-week Entrepreneurship program also offered by Athletes Global. In conjunction with the JD McCarty Center and Heartland Camaros Car Club, Irving helped host the annual Trunk-or-Treat event held at the JD McCarty Center. Bad weather kept the event from being outside; however, the event was moved inside and the turnout was still great with about 350-400 in attendance. Other City departments such as Police, Fire, Park Maintenance & Stormwater also participated.

Whittier Recreation Center: The Okie Stompers clogging class continued to meet twice a week on Tuesday and Thursday evenings from 6:00-8:00 p.m. and every Tuesday evening from 6:00-7:00 and 7:00-8:00 p.m. Whittier began to host a STEM class on behalf of Bricks4Kids where students utilize Lego bricks for educational play. This class was offered to students Kindergarten-5th grade and took place on Wednesdays from 6:00-7:00 P.M. This class session will last 6 weeks. The 2019 Outdoor Movie Series at Lions Park presented by Republic Bank and Trust showed its last film this month. Hocus Pocus was shown on Friday, Oct 4th. Activities included but were not limited to: arts and crafts by the Firehouse Art Center, family friendly yard games, STEM activities from Bricks 4 Kidz, spin the wheel for free prizes from Raising Canes and so much more! Activities began at 6PM and the movie started at sundown. The fall 2019 Junior Jammer basketball program continued this month and 43 games were scheduled at the Center. Each team will play a minimum of 6 regular season games and participate in a single-elimination tournament. Games are played weekly at both the Whittier and Irving Recreational Centers. The post-season tournament will begin November 15th and will end by November 26th. The Whittier after school program continued to meet this month, Monday-Friday and is offered to students who attend the following schools: Jackson Elementary, Cleveland Elementary, Monroe Elementary, Truman Primary and Truman Elementary School. The program runs daily when school is in session from 3:00-6:00 p.m.

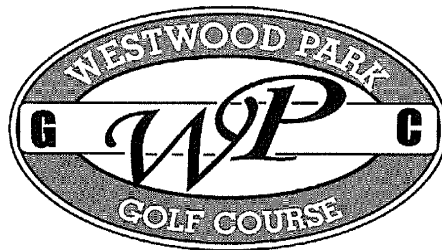
FACILITY ATTENDANCE:	Month	Year to Date
Senior Center (includes congregate meals)	1,320	6,090
Little Axe Community Center	1,400	5,466
12th Avenue Recreation Center	2,399	10,235
Irving Recreation Center	5,500	8,133
Whittier Recreation Center	775	1,525
Reaves Center	300	1,200
Tennis Center	2,952	14,246

OCTOBER 2019
PARK MAINTENANCE DIVISION

Parks Maintenance crews performed routine trash removal, restroom and shelter cleaning, landscape bed maintenance, and mowing in city parks.

SAFETY REPORT	FYE-20MTD	FYE-20YTD		FYE-19MTD	FYE-19YTD
On-The-Job Injuries	1	2		1	4
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man	Hours YEAR-TO-DATE			Hours YEAR-TO-DATE
Mowing	84.00	87.00		40.00	493.50
Trim Mowing	493.00	355.00		304.50	3959.75
Chemical Spraying	55.50	19.00		20.00	97.00
Fertilization	0.00	0.00		0.00	0.00
Tree Planting	0.00	0.00		0.00	0.00
Tree & Stump Removal	0.00	0.00		0.00	16.00
Tree Trimming/Limb Pick-Up	8.00	0.00		0.00	167.50
Restroom/Trash Maintenance	310.00	375.00		138.00	758.00
Play Equipment Maintenance	77.00	8.00		6.00	121.50
Sprinkler Maintenance	64.00	64.00		4.00	139.00
Watering	0.00	0.00		0.00	0.00
Grounds/Building Maintenance	11.00	33.00		18.00	95.50
Painting	0.00	0.00		0.00	0.00
Planning Design	0.00	0.00		0.00	0.00
Park Development	12.00	0.00		0.00	0.00
Special Projects	101.00	10.00		178.00	510.50
Nursery Maintenance	0.00	0.00		0.00	8.00
Flower/Shrub Bed Maintenance	88.00	205.00		42.00	154.00
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	0.00	0.00		181.00	619.00
Fence Repairs	0.00	0.00		0.00	0.00
Equipment Repairs/Maintenance	109.00	165.25		78.75	594.25
Material Pick-Up	5.00	13.75		7.50	63.00
Miscellaneous	120.00	118.00		135.50	419.25
Shop Time	44.00	13.00		30.00	71.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	0.00	180.00		0.00	20.00
Close to Home Fishing	0.00	0.00		0.00	0.00
Forestry	0.00	0.00		0.00	31.00
Graffiti Clean-Up	0.00	0.00		0.00	0.00
Water Fountains	0.00	0.00		0.00	44.00
Inground Trash	0.00	0.00		0.00	0.00
Vector Control	123.00	0.00		16.00	435.00

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



OCTOBER 2019

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	OCTOBER FY'20	OCTOBER FY'19
Regular Green Fees	375	443
Senior Green Fees	276	262
Junior Fees	49	103
School Fees (high school golf team players)	25	11
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	362	355
Employee Comp Rounds	240	243
Golf Passport Rounds	0	0
9-Hole Green Fee	169	96
2:00 Fees	75	54
4:00 Fees	74	93
Dusk Fees or 6:00 Fees	12	18
PGA Comp Rounds	3	3
*Rainchecks (not counted in total round count)	17	11
Misc Promo Fees (birthday, players cards, OU student)	473	441
Green Fee Adjustments (fee difference on rainchecks)	1	3
Total Rounds (*not included in total round count)	2134	2125
% change from FY '19	0.42%	
Range Tokens	1664	1655
% change from FY '19	0.54%	
18 - Hole Carts	85	88
9 - Hole Carts	45	55
½ / 18 - Hole Carts	772	799
½ / 9 - Hole Carts	169	155
Total Carts	1071	1097
% change from FY '19	-2.37%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	2	1
9 - Hole Senior Trail Fees	0	2
Total Trail Fees	2	3
% change from FY '19	-33.33%	
TOTAL REVENUE	\$47,279.65	\$ 56,298.13
% change from FY '19	-16.02%	

**OCTOBER 2019
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2020 MTD	FY 2020 YTD	FY 2019 MTD	FY 2019 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

	FYE 2020	FYE 2020	FY 2019	FYE 2019
	MTD	YTD	MTD	YTD
Green Fees	\$24,082.32	\$182,767.83	\$29,170.78	\$173,335.66
Driving Range	\$4,569.32	\$38,136.55	\$5,776.01	\$42,398.28
Cart Rental	\$13,344.72	\$105,844.80	\$17,331.10	\$101,015.25
Restaurant	\$4,899.53	\$64,612.94	\$3,502.03	\$7,709.53
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$383.76	\$2,791.23	\$518.21	\$2,879.72
TOTAL INCOME	\$47,279.65	\$394,153.35	\$56,298.13	\$327,338.44
Expenditures	\$62,515.00	\$322,677.00	\$88,448.60	\$371,618.42
Income vs Expenditures	(\$15,235.35)	\$71,476.35	(\$32,150.47)	(\$44,279.98)
Rounds of Golf	2134	13331	2125	13024

Irrigation maintenance and repair were very active this month. Hand watering of greens was needed several times throughout the month. Several trees were wrapped with machine wire to protect them from a beaver. The state trapper has been notified. Routine October maintenance practices include: Daily greens mowing, cup changing (putting green hole relocation), and sand trap raking. Weekly we mow tees, fairways and aprons. Roughs and buffer zones around water features, as well as peripheral areas are mowed as needed. By months end these frequencies change as weather cools. A dead tree was removed and leaf management becomes a daily occurrence. Yardage markers were cleaned and painted. The tree farm has been cleared out and is ready for renovation.

October is an active month for agronomic practices. Greens were fertilized twice. An application of fungicide and insecticide was applied to the greens, as well as two applications of wetting agents. Cool season tees at # 12 and # 16 were reseeded. Many fescue plots were reseeded. A pre-emergent herbicide was applied to all greens, tees, aprons and collars. Fertilization of the greens will continue into November. Post emerge herbicide is applied where needed. Winterizing has been initiated. Red Tee markers have been replaced to start the process of retooling for next year. An early hard freeze was forecasted late in the month. Ball washers were brought in for repainting. The water fountain was removed from the bathroom exterior. Fox damage and disease scars are being spot top-dressed as needed. Needle tine, hand held aerifying tools were created to help with isolated dry spots. Drainage basins were trimmed in advance of storms late in the month.

OCTOBER 2019
WESTWOOD POOL
MONTHLY REPORT

FINANCIAL INFORMATION

	FY2020 MTD	FY2020 YTD	FY2019 TOTAL
Swim Pool Passes	\$3,195.00	\$9,845.00	\$464,558.55
Swim Pool Gate Admission	\$0.00	\$208,500.00	\$137,284.31
Swim Lesson Fees	\$0.00	\$8,757.00	\$35,425.50
Pool Rental	\$0.00	\$16,575.00	\$21,191.00
Locker Fees	\$0.00	\$0.00	\$894.53
Pool Classes	\$0.00	\$735.00	\$2,640.00
Pool Merchandise Sales	\$0.00	\$0.00	\$64.40
Concessions	\$0.00	\$79,675.74	\$115,353.29
TOTAL INCOME	\$3,195.00	\$324,087.74	\$777,411.58
Expenditures	\$6,503.81	\$376,803.01	\$684,381.77
Income verses Expenditures	(\$3,308.81)	(\$52,715.27)	\$93,029.81

ATTENDANCE INFORMATION

	Season to Date Oct-19	Season to Date May 19- Oct 19	2019 MTD Oct-18	2019 YTD May 18-Oct 18
a. Pool Attendance	0	46,340	0	82,540
b. Adult Lap Swim Morning/Night	0	187	0	250
c. Water Walkers	0	1,454	0	1,654
d. Toddler Time	0	1,929	0	2,205
e. Swim Team	0	2,532	0	3,542
f. Swim Lessons	0	700	0	13,952
g. Movie Night/Special Events	0	2705	0	2,025
h. Party / Rentals	0	207	0	8,489
TOTAL ATTENDANCE	0	56,054	0	114,657

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

**PLANNING DEPARTMENT ACTIVITY
October 2019**

ADMINISTRATIVE DIVISION

PlanNorman

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

GREENBELT COMMISSION

At the October 21, 2019 meeting, the Commission reviewed two enhancement statements – Red Leaf Construction Preliminary Plat and Bobby Tims a Norman Rural Certificate of Survey.

The Commission forwarded the Red Leaf Construction Preliminary Plat application with no comments.

The Commission removed the Bobby Tims application, a Norman Rural Certificate of Survey from the Consent Docket for further discussion. The Commission forwarded the application with no additional discussion.

A presentation from staff reviewed meeting procedures, purpose and duties.

HISTORIC DISTRICT COMMISSION

The Historic District Commission regular meeting scheduled for October 7, 2019 was cancelled due to a lack of agenda items.

COA Administrative Bypass granted by staff:

503 Tulsa – Staff approved a 4' front yard fence for this contributing structure in the Southridge Historic District.

Historic District Commission Decision Appeal

904 Miller Avenue – The property owner's request to retain 28 vinyl windows was denied at the September 3, 2019 Historic District Commission meeting. The applicant filed an appeal to the City Council on September 13, 2019 which was to be heard at the October 8, 2019 City Council meeting. However, the applicant requested a postponement due to illness to the October 22, 2019 City Council meeting. At that meeting, the son of the property owner again requested a postponement due to illness. The City Council granted the request and set the hearing date for November 26, 2019.

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

Staff prepared and released a Request for Proposals for a consultant to provide professional services to update the Historic District Guidelines with a submittal due date of October 10. One proposal was received from Mainstreet Architects, Inc., out of San Antonio, Texas. Staff is now working with that consultant to procure a contract for the update of the Historic District Guidelines.

MISCELLANEOUS

	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Walk-Ins	27	6	29	59	22	43	51	33	29	30	75	68	58
Email Contacts	396	357	350		357	338		368	303	325	395	377	515
Lot Line Adjustments	-	1	-	2	-	6	2	2	4	3	1	2	2
Landscape Maint. & Replacement Bonds	4	3	1	4	2	3	4	1	2	-	2	-	1
Board of Adjustment Variance Appl.	-	1	-	2	1	1	1	-	1	1	-	2	4
Legal Notices Sent	-	15	-	70	18	15	12	-	18	-	-	54	84
Planning Commission Applications Rec'd	3	5	1	2	1	3	-	1	1	4	6	8	1
Legal Notices Sent	14	79	38	85	-	72	-	-	14	76	154	272	26
Pre-Development Meeting Appl. Rec'd	2	1	-	1	-	2	1	-	1	5	7	7	1
Notices Sent	18	9	-	47	-	26	54	-	14	267	169	270	14

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2018 Oct	Nov	Dec	2019 Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
Ordinance Amendments	2				1				1				
NORMAN 2025 Land Use Plan Amendments										1	2	3	
Rezoning Requests		3	1	2		3	3		1	2	6	8	1
Utility Easement/Road Closures	1	2										1	
Preliminary Plats										2	1	2	1
Rural Certificates of Survey				2	1	2	2	2					1
Short Form Plats		3		1	1								
Site Plan Amendments													
Certificate of Plat Correction													

During October, one application for Pre-Development was received for the meeting scheduled for October 24, 2019.

During October, submittals for the November 14, 2019 Planning Commission included: one Center City PUD, one preliminary plat, and one Norman Rural Certificate of Survey.

The Planning Commission met on October 10, with seven members present. They postponed one project which included a NORMAN 2025 Plan amendment, rezoning, and closure of a platted front building line, and two special uses for medical marijuana growing to the November 14 meeting. They recommended approval of: one preliminary plat; closure of a platted front building line; a project which included a NORMAN 2025 Plan amendment and rezoning; one project which included a NORMAN 2025 Plan amendment, rezoning and preliminary plat; and two special uses for medical marijuana processors. They recommended denial of one Center City PUD. The next regular meeting is scheduled for November 14, 2019.

Planning Review

During the month of October, Current Planning received 23 commercial building permit applications for review. Of those applications submitted, Current Planning staff reviewed and approved 10, 2 were reviewed and placed on HOLD and 11 have not been reviewed.

BOARD OF ADJUSTMENT

The Board of Adjustment met October 23rd and reviewed and approved a Variance to the height of a commercial communication tower to allow for an extension, a Variance to the rear yard setback to allow an addition to a house, and a Variance to the fencing requirements for an oil well and tank battery. One Variance request for a side yard setback was postponed by the applicant. The next regular meeting is scheduled for December 4, 2019.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Staff continued to review the planimetrics mapping for Contract K-1819-90 for Base Map Update Services with The Sanborn Map Company, LLC. Planimetrics and photos are currently under review. For Norman, this project will update the City's base map to reflect new construction and any other changes on the ground that can be detected using airborne sensors. The deliverable products are updated color digital aerial photography, updated planimetric mapping and updated topography. Planimetric mapping layers to be collected include the following: streets, pavement, unpaved parking, paved driveways, unpaved driveways, hydrology, building footprints and height, fences, sidewalks. 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.

Staff worked with the Urban Forester to begin designing a collector application to assist him in surveying the city's trees. Staff worked on the redesign of the address database to comply with NG911 requirements and the needs of the ERP. GIS Staff worked with the surveyor to develop a system to track the small cell tower permits. GIS continued rolling out updated ArcGIS projects to users and provided support for both Cityworks and New World. Staff also continued to add layers to the Open Data Site.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 101 requests for service that resulted in the production of 119 mapping products and reports. The GIS division provided services for 9 of the City's departments during the month.

DEVELOPMENT SERVICES

10B

DEVELOPMENT SERVICES DIVISION**CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED IN OCTOBER:****New Shell Construction:**

ADDRESS	DESCRIPTION	VALUATION	WARD
4212 Classen Cir.	South Norman Industrial Shell Building	\$709,245	7
4216 Classen Cir.	South Norman Industrial Shell Building	\$563,760	7
4210 Classen Cir.	South Norman Industrial Shell Building	\$418,950	7

New Construction:

ADDRESS	DESCRIPTION	VALUATION	WARD
917 24 th Ave. SW	Plaza 24 Apartments New Storage Building	\$3,700	2
1000 W. Rock Creek Rd.	ABC Warehouse Building	\$600,000	8

Addition/Alteration and Interior Finish:

ADDRESS	DESCRIPTION	VALUATION	WARD
550 24 th Ave. NW	Sooner Bowling Center Concession Renovation	\$50,000	2
1111 Wylie Rd. 13	Repair Fire Damage Unit 13	\$35,000	2
917 24 th Ave. NW	Plaza 24 Apartments Office Remodel	\$12,000	2
917 24 th Ave. NW (Multiple Units)	Plaza 24 Apartments Repair Exterior Balconies	\$3,000	2
520 Ed. Noble Pky.	Cost Plus World Market Remodel	\$841,192	3
201 48 th Ave. SW	Grace Living Center Classroom Addition	\$250,000	3
650 Alameda St.	Sooner Copy Machines Warehouse Addition	\$240,000	4
225 E. Eufaula St.	Security Bankcard Center Interior Remodel	\$215,000	4
215 E. Main St.	Victoria's Pasta Shop Restaurant Remodel	\$200,000	4
1915 Classen Blvd. Suite 113	Kung Fu Tea	\$100,000	4
232 E. Main St. A	Green Buffalo Medical Marijuana Dispensary	\$20,000	4
1100 N. Porter Ave. Suite 104	Golden Dove, LLC Medical Marijuana Dispensary	\$15,000	4

1230 Classen Blvd. Suite 100	Proper, LLC Dispensary Remodel	\$800	4
1251 Alameda St.	Homeland Interior Storage Area	\$32,224	6
5005 York Dr.	Johnson Controls, Inc. Interior Paint Booth	\$2,616,200	8
2226 24 th Ave. NW	DDS Dentures & Implant Solutions	\$500,000	8
2821 36 th Ave. NW Suite 150	Journey Clinic	\$200,000	8

MOBILE FIELD INSPECTION SYSTEM

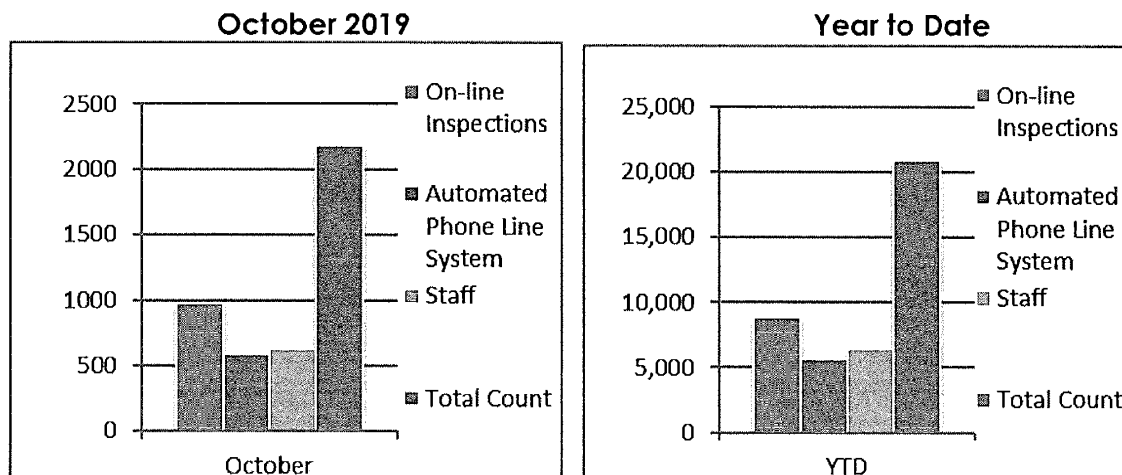
During October, 1,687 inspection results were entered using the Mobile Field Inspection (MFI) System. Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

October 1-4	October 7-11	October 14-18	October 21-25	October 28-31
345	363	364	369	246

ON-LINE INSPECTION SERVICES

Inspection Requests

During October 2, 184 inspections were requested. 975 inspection requests were made on-line, and 582 inspections requests were made using the Automated Phone Line System. Staff made 627 inspection requests, which include phone and in-person requests, as well as administrative items.



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

During October twenty-two (22) applications for new single-family permits were applied to the 2018 Home Energy Rating System (HERS/Energy Rating Index (ERI) Fee Adjustment Incentive Program. To-date, one hundred seventy (170) applications have been applied to the program.

HERS/ERI reports were received for five (5) homes that received CO during October. Scores were reported at 45, 55, 55, 57 and 59 for a combined average of 54. HERS scores of 55 or less allowed full adjustment of permit fees pursuant to Section 5-104 of the City of Norman Code. Scores of 56 and higher required a percentage of the original permit fees to be paid in advance of the issuance of Certificate of Occupancy (CO), per Resolution R-1718-117.

Resolution R-1718-117 regarding the HERS/ERI program was extended to September 30, 2019 with Resolution R-1819-61, and later extended to December 31, 2019 with Resolution R-1819-120. The resolution allows building permit fees charged pursuant to Section 5-104 of the City of Norman Code to be adjusted and satisfied as an incentive for residential homes achieving certain energy rating system (HERS)/Energy Rating Index (ERI) score.

COMMERCIAL PLAN REVIEW

During the month of October, 23 commercial building permit applications were submitted for review. Of those applications submitted, Commercial Plan Review staff reviewed and approved 10, 2 were placed on HOLD and 11 have had no review completed.

CONSTRUCTION ACTIVITY

Total value of all construction activity permitted in OCTOBER of 2019 totaled \$20,993,677, more than the \$9,697,784 for the same month last year. A total of 141 permits were issued in OCTOBER of 2019, more than the 107 permits issued in OCTOBER of 2018. The higher number of permits in OCTOBER 2019 is due to a higher volume of all residential construction. The difference in dollar value is due to the higher number of residential and commercial permits issued in 2019.

Total residential permitting activity in OCTOBER 2019 was valued at \$16,075,177 compared to \$6,233,401 in OCTOBER 2018. New single-family detached residential construction in OCTOBER 2019 represented 55 new homes valued at \$14,661,649 compared with 24 new homes valued at \$5,105,945 in OCTOBER 2018. Two (2) new manufactured home permits were issued in 2019. Four (4) new manufactured home permits were issued in 2018. There were no single-family attached permits in either year. There were no single-family non-dwelling unit permits in either year. There were no new duplex units permitted in either year. There were no garage apartments permitted in either year.

Residential addition/alteration permits in OCTOBER 2019 numbered 66 valued at \$1,413,528 compared to 60 permits valued at \$1,127,456 in OCTOBER 2018. The higher number of permits in OCTOBER 2019 is primarily due to residential pools, paving and storm shelter permits. The difference in dollar value is insignificant.

Total non-residential permitting activity in OCTOBER of 2019 totaled 20 with a value of \$4,918,500 compared to 23 permits valued at \$3,464,383 for OCTOBER 2018. The higher number of permits in OCTOBER 2018 is primarily due to the increased number of new construction full permit projects. The difference in dollar value is due to the addition/alteration projects issued in 2019.

Non-residential addition/alteration permits in OCTOBER of 2019 totaled 10 with a value of \$3,118,000 compared to 10 permits valued at \$1,038,500 for OCTOBER 2018. The difference in dollar value is due to a NPS project at 809 N. Findlay Ave.

MONTHLY BUILDING REPORT SUMMARY - NORMAN, OK

11/6/2019

	OCTOBER 2019			OCTOBER 2018		
RESIDENTIAL PERMITS	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
New Construction						
1 Family						
Detached Dwellings	53	53	\$14,519,010	20	20	\$4,840,025
Attached Dwellings	0	0	\$0	0	0	\$0
Manufactured Home (New)	2	2	\$142,639	4	4	\$265,920
Other (Non-dwelling)	0	na	\$0	0	na	\$0
2 Family						
Duplexes (2 DU per bldg)	0	0	\$0	0	0	\$0
Garage Apartments	0	0	\$0	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 (3-4 DU per bldg)	0	0	\$0	0	0	\$0
Ful Permit (5+ DU per bldg)	0	0	\$0	0	0	\$0
Other (Non-dwelling)	0	na	\$0	0	na	\$0
Total Residential New	55	55	\$14,661,649	24	24	\$5,105,945
Net Residential Demos & Removals		-2			-9	
Net Residential Units		53			15	
Additions & Alterations						
1 & 2 Family						
Additions & Alterations	8		\$322,454	16		\$651,867
Manufactured Home (Replace)	0		\$0	0		\$0
Paving & Pools	17		\$548,096	11		\$106,100
Accessory Buildings	10		\$379,715	12		\$219,300
Storm Shelters	23		\$76,390	18		\$55,189
3+ Family						
Addition & Alteration (All Types)	8		\$86,873	3		\$95,000
Total Residential Additions & Alterations	66		\$1,413,528	60		\$1,127,456
TOTAL RESIDENTIAL	121		\$16,075,177	84		\$6,233,401

NON-RESIDENTIAL PERMITS	Number of Permits	Valuation	Number of Permits	Valuation
New Construction				
Foundation	0	\$0	0	\$0
Shell	1	\$750,000	0	\$0
Interior Finish	5	\$401,000	7	\$1,899,183
Full Permit	4	\$649,500	6	\$526,700
Total Non-Residential New	10	\$1,800,500	13	\$2,425,883
Additions & Alterations				
Additions & Alterations (All Types)	10	\$3,118,000	10	\$1,038,500
Total Non-Residential Additions & Alterations	10	\$3,118,000	10	\$1,038,500
TOTAL NON-RESIDENTIAL	20	\$4,918,500	23	\$3,464,383

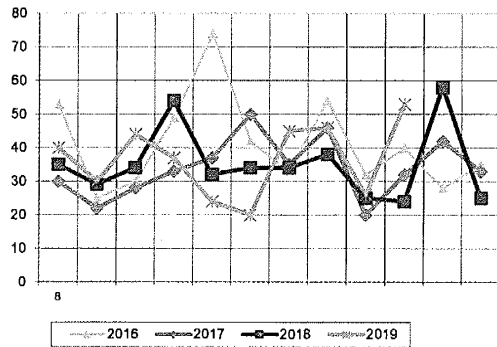
TOTAL ALL PERMITS	141	\$20,993,677	107	\$9,697,784
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OTHER ACTIVITY	Number	Number
Electrical Permits	115	88
Heat/Air/Refrigeration Permits	117	99
Plumbing & Gas Permits	138	185
Sign Permits	24	54
Water Well Permits	2	2
Garage Sale Permits	174	168
Structure Moving Permits	5	4
Demo - Residential Permits	2	8
Demo - Non-residential Permits	0	1
Temporary Const Bldgs & Roll-off Permits	9	13
Lot Line Adjustments Filed	2	1
Certificate of Occupancy (CO) Permits	96	92
All Field Inspections	2,190	1,846

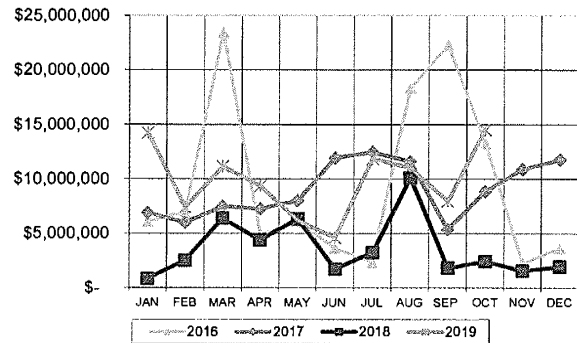
YEAR TO DATE	JANUARY-OCTOBER 2019			JANUARY-OCTOBER 2018		
	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
Residential New Construction	396	390	\$103,365,194	339	338	\$94,512,551
Residential Demos/Removals	na	-23	na	na	-39	na
Residential Additions/Alterations	684	na	\$15,399,060	767	na	\$16,984,652
Non-residential New Construction	94	na	\$39,949,573	100	na	\$39,739,929
Non-residential Additions/Alterations	146	na	\$53,499,311	123	na	\$30,053,176
TOTAL YEAR TO DATE	1320	367	\$212,213,138	1329	299	\$181,290,308

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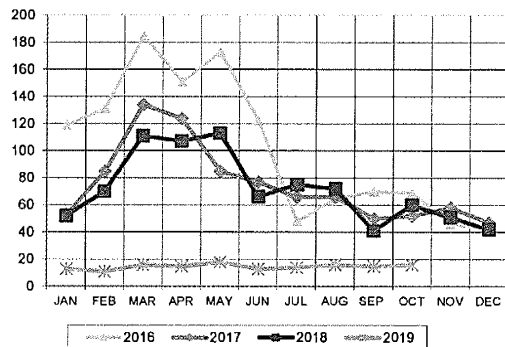
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New Residential: Number of Permits
Monthly Comparison

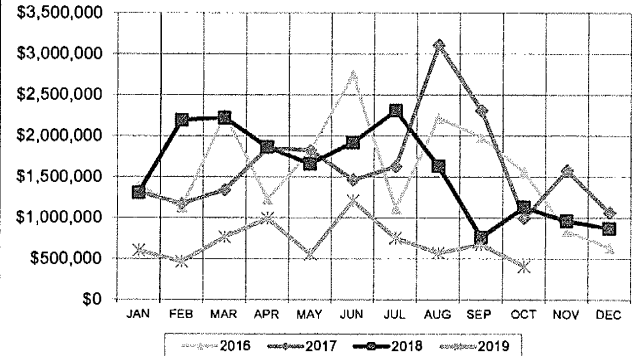
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New Residential: Dollar Value of Permits
Monthly Comparison

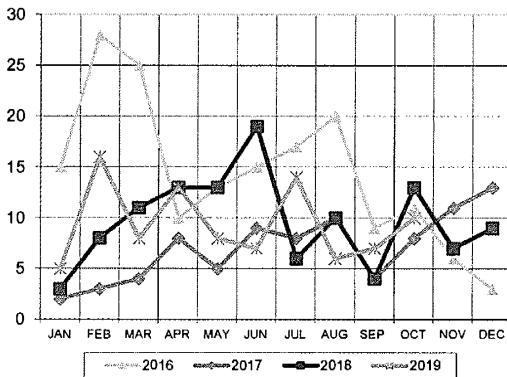
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Residential Additions and Alterations: Number of Permits
Monthly Comparison

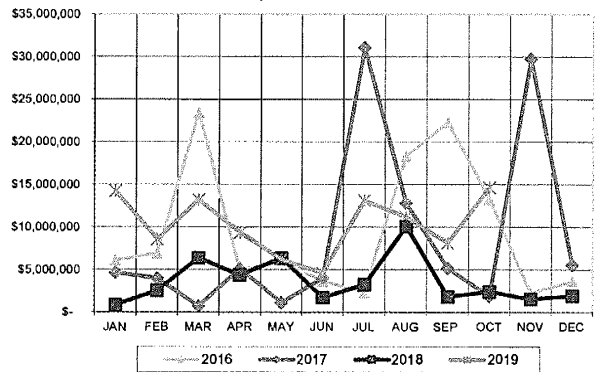
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Residential Addition and Alterations: Value of Permits
Monthly Comparison

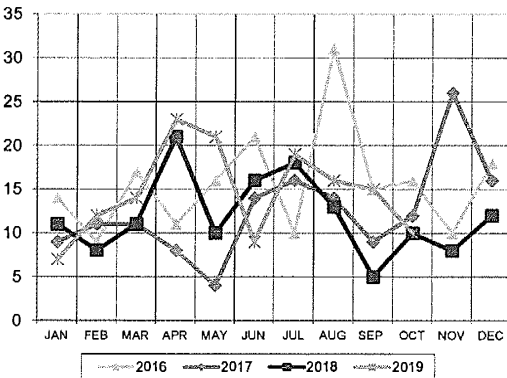
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New Non-Residential: Number of Permits
Monthly Comparison

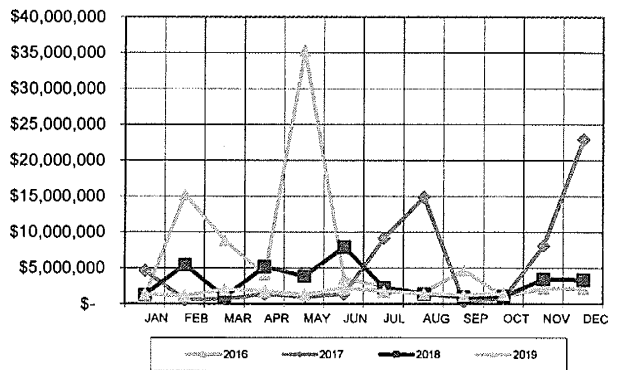
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New Non-Residential: Value of Permits
Monthly Comparison

7

Non-Residential Add/Alts: Number of Permits
Monthly Comparison

8

Non-Residential Addition/Alterations: Value of Permits
Monthly Comparison

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE SHELTERS	3764	10/17/19	4712		TANGLEWOOD	CT	46	2	ROCK CREEK POLO CLUB #3	R1	\$ 3,600	35
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE SHELTER, LLC	4107	10/01/19	3700		ELLIES	PL	26	9	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	BIGGS BACKHOE, INC	4210	10/02/19	11114	E	LINSEY	ST	5	2	SOUTHERN SHORES ADDITION	RE	\$ 2,950	43
1 & 2 FAMILY STORM SHELTER-3	OZ SAFEROOMS	4244	10/03/19	4013		HUGHES	CIR	1	1	CHERRY CREEK #4	R1	\$ 7,250	18
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4323	10/04/19	2207		KIMBALL	DR	19	3	ST JAMES PARK ADD 6	R1	\$ 2,200	23
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	4328	10/04/19	1813		TERRYTON	DR	3	9	CHISHOLM TRAIL EST SEC 3	R1	\$ 3,295	21
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4330	10/04/19	520		MOSSWOOD	RD	10	14	VINTAGE CREEK ADDITION	PUD	\$ 4,000	48
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	4365	10/08/19	313		HORIZON VIEW	CT	48	1	SUMMIT LAKES ADD #9	R1	\$ 3,700	35
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4374	10/08/19	417	E	PERTH	CT	5	1	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 3,250	0
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4377	10/08/19	1215		BROOKS	ST	36	3	COLONIAL EST # 1	R1	\$ 3,095	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4390	10/09/19	3703		BURMA	CT	45	7	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4391	10/09/19	3717		ELLIES	PL	30	8	CEDAR LANE SEC #2	R1	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4400	10/10/19	801		MIDLAND VALLEY	ST	3	3	GREENLEAF TRAILS ADD 8	PUD	\$ 2,900	22
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4402	10/10/19	804		BLUE FISH	RD	8	1	TRAILWOODS SEC 10	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	OWNER	4449	10/14/19	905		OLD FRISCO	RD	3	2	GREENLEAF TRAILS ADD 8	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	4455	10/18/19	1220		HONEYBEE	CT	33	2	FROST CREEK ADD.	PUD	\$ 3,500	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4462	10/14/19	3816		MANDERLY	PL	5	6	BELLATONA SEC. #1	R1	\$ 3,300	18
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4484	10/14/19	1825		156TH	AVE	4	1E	PRAIRIE CREEK	R1	\$ 3,450	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4489	10/15/19	1813		GRASSLAND	CIR	18	1	PARK PLACE ADD #5	R1	\$ 3,900	35
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4502	10/16/19	1405		BAYCHARTER	ST	12	1	HIGHLAND ADDITION	R2	\$ 3,300	35
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE SHELTERS	4515	10/17/19	229	W	MOSIER	ST	19	25	TRAILWOODS SEC 10	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	4556	10/28/19	612		BLUE FISH	RD	2	3	ROCK CREEK POLO CLUB	R1	\$ 3,800	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	4686	10/28/19	2014		SADLEBACK	BLVD	14	2	ROCK CREEK POLO CLUB	R1	\$ 3,800	32
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	4113	10/14/19	422		ELM	AVE	2	1	LINCOLN ADD	R3	\$ 50,000	1,200
1 & 2 FAMILY, ADD OR ALTER-2	ASSOCIATED BUILDERS GROUP, INC	4352	10/07/19	2947		156TH	AVE	16	1E	NOT SUBDIVIDED	A2	\$ 18,500	1,900
1 & 2 FAMILY, ADD OR ALTER-2	AMERITRUST RESIDENTIAL SERV.	4399	10/18/19	301	E	HADDOCK	ST	1	2	TULL'S ADD #2	R1	\$ 46,303	1,374
1 & 2 FAMILY, ADD OR ALTER-2	PAGE ELECTRIC-SHINE SOLAR	4470	10/31/19	329	W	MOSIER	ST	19	2	SOONER HOMES ADD	R1	\$ 16,651	240
1 & 2 FAMILY, ADD OR ALTER-2	HALFORD, WILLIAM TABER	4483	10/17/19	335		FOREMAN	AVE	8	1	TOWN & COUNTRY ESTATES #2	R1	\$ 60,000	1,725
1 & 2 FAMILY, ADD OR ALTER-2	KERNELL, MONTY	4587	10/28/19	2118		TURTLE CREEK	WAY	2	2	HALLBROOKE ADD #3	PUD	\$ 9,000	160
1 & 2 FAMILY, ADD OR ALTER-2	TEXOLA INC.	4659	10/30/19	3005		TRAIL RIDGE	DR	2	1	TULL'S ADD #2	R1	\$ 84,000	3,110
1 & 2 FAMILY, ADD OR ALTER-2	OWNER	4665	10/25/19	2613		BOXWOOD	AVE	5	3	FOREST HILLS ADD	R1	\$ 38,000	492
1 & 2 FAMILY, PAVING-2	SHEPPARD CONCRETE	4437	10/15/19	3902		CEDARBROOK	DR	8	2	BROOKHAVEN #12	R1	\$ 4,536	540
1 & 2 FAMILY, PAVING-2	OWNER	4467	10/17/19	827		COLLEGE	AVE	36	1	PARSONS ADDITION	R2	\$ 10,500	920
1 & 2 FAMILY, PAVING-2	MARCUMS NURSERY	4478	10/18/19	910	S	FLOOD	AVE	29	10	CLASSEN-MILLER ADDITION	R1	\$ 9,500	925
1 & 2 FAMILY, PAVING-2	OWNER	4517	10/22/19	535	E	BOYD	ST	36	22	PARSONS HOMES ADD	R1	\$ 3,700	342
1 & 2 FAMILY, PAVING-2	MALDONRDO CONCRETE	4521	10/18/19	432	W	MOSIER	ST	12	3	SOONER HOMES ADD	R1	\$ 6,000	670
1 & 2 FAMILY, PAVING-2	JACOB FULLER CONSTRUCTION, LLC	4677	10/28/19	110	E	RIDGE	RD	6	5	TULL'S ADD #2	R1	\$ 1,700	330
1 & 2 FAMILY, PAVING-2	GREGG, STEVEN	4697	10/29/19	1200		CRUCE	ST	1	4	HETHERINGTON HEIGHTS #2	RM2	\$ 7,500	1,000
1 & 2 FAMILY, PAVING-2	RAMIREZ, JULIAN	4703	10/30/19	1121		BALD EAGLE	CT	2	4	AMERICAN ESTATES ADD #1	RM6	\$ 50,000	768
1 & 2 FAMILY, STORAGE BLDG-2	MORTON BUILDINGS, INC.	4047	10/24/19	1816		CANDLEWOOD	DR	21	1	OAKHURST ADD	R1	\$ 8,500	396
1 & 2 FAMILY, STORAGE BLDG-2	BETTER BARNS	4085	10/02/19	1821		ELMHURST	DR	12	2	SHADOWLAKE ADD #5	A2	\$ 19,000	800
1 & 2 FAMILY, STORAGE BLDG-2	DERKSEN PORTABLE BUILDINGS	4108	10/08/19	11001		AGAPE	LN	14	1W	NOT SUBDIVIDED	R1	\$ 3,750	120
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	4223	10/11/19	712		SHADOWLAKE	RD	3	3	VISTA SPRINGS ESTATES ADD 2	RE	\$ 65,000	1,200
1 & 2 FAMILY, STORAGE BLDG-2	CALLAHAN STEEL BUILDINGS	4404	10/22/19	600		TURKEY RUN	CT	9	2	NOT SUBDIVIDED	A2	\$ 10,000	1,200
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	4419	10/18/19	521		48TH	AVE	25	2W	NOT SUBDIVIDED	A2	\$ 8,000	900
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	4420	10/18/19	521		48TH	AVE	25	2W	FROST CREEK ADD.	PUD	\$ 50,000	2,093
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	4457	10/18/19	1220	E	HONEYBEE	CT	33	2	NOT SUBDIVIDED	A2	\$ 162,965	7,200
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	4658	10/31/19	16210		IMHOFF	DR	9	1E	ARBOR LAKE ADD #5	R1	\$ 2,500	170
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	4683	10/31/19	4809		WELLMAN	DR	10	2	QUEENSTON HEIGHTS	R1	\$ 20,000	288
1 & 2 FAMILY, SWIMMING POOL-3	BULLFROG SPAS OF OKC	4240	10/10/19	2701		BRIARCLIFF	ST	32	8	CLASSEN-MILLER ADDITION	R1	\$ 45,500	544
1 & 2 FAMILY, SWIMMING POOL-3	N STYLE POOLS	4403	10/16/19	425		MACY	CT	27	21	ASHTON GROVE ADD SEC 1	PUD	\$ 105,000	840
1 & 2 FAMILY, SWIMMING POOL-3	ARTISTIC POOLS	4503	10/22/19	4320		COVINGTON	RD	26	1	SMOKING OAKS SOUTH	R1	\$ 40,000	280
1 & 2 FAMILY, SWIMMING POOL-3	ARTISTIC POOLS	4504	10/22/19	2710		CRITTENDEN LINK	RD	3	4	MARIGOLD HEIGHTS (SURVEY)	A2	\$ 39,660	512
1 & 2 FAMILY, SWIMMING POOL-3	AQUA HAVEN, LLC	4505	10/21/19	2816		MEADOW	AVE	20	1	VINTAGE CREEK ADDITION	PUD	\$ 45,000	600
1 & 2 FAMILY, SWIMMING POOL-3	FAMILY POOLS	4583	10/22/19	3801		108TH	DR	14	13	BROOKHAVEN #02	PUD	\$ 90,000	1,206
1 & 2 FAMILY, SWIMMING POOL-3	PREMIER POOLS AND SPAS	4585	10/28/19	505		TIMBERBROOK	DR	10	10	THUNDERBIRD HILLS	RE	\$ 116,639	1,792
1 & 2 FAMILY, SWIMMING POOL-3	KERNELL, MONTY	4586	10/28/19	2118		TURTLE CREEK	WAY	2	14	NOT SUBDIVIDED	A2	\$ 26,000	1,984
1 & 2 FAMILY, SWIMMING POOL-3	OUTDOOR ESCAPES, LLC.	4688	10/31/19	3900		OXFORD	WAY	7	1				
1 FAMILY, MANUFACTURED HOME-2	OWNER	4375	10/21/19	1916		138TH	AVE	12	11				
1 FAMILY, MANUFACTURED HOME-2	OWNER	4577	10/24/19	1098		180TH	AVE	34	1E				

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 FAMILY, NEW CONSTRUCTION-2	IVEY CUSTOM HOMES, LLC.	3756	10/08/19	7900	E	ROBINSON	ST	29	1W	NOT SUBDIVIDED	A2	\$ 350,000	4,006
1 FAMILY, NEW CONSTRUCTION-2	MOORE NORMAN TECHNOLOGY CENTER	4086	10/03/19	3201		SEXTON	DR	12	1W	WHISPERING OAKS (SURVEY)	A2	\$ 60,000	1,560
1 FAMILY, NEW CONSTRUCTION-2	LANCE, KEN	4087	10/03/19	3706		ANDREW	CT	32	7	CEDAR LANE SEC #2	R1	\$ 260,000	3,332
1 FAMILY, NEW CONSTRUCTION-2	TABER BUILT HOMES, LLC.	4106	10/01/19	3700		ELLIE'S	PL	26	9	CEDAR LANE SEC #2	R1	\$ 279,000	2,935
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	4120	10/01/19	306		ALAMOSA	RD	4	3	LITTLE RIVER TRAILS SEC #2	PUD	\$ 390,000	3,642
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	4191	10/07/19	215		ALAMOSA	RD	8	5	LITTLE RIVER TRAILS SEC #2	PUD	\$ 390,000	3,889
1 FAMILY, NEW CONSTRUCTION-2	RICHARDSON HOMES	4200	10/08/19	14350		DEER CREEK	RD	19	1E	HICKORY HOLLOW (SURVEY)	A2	\$ 329,862	4,164
1 FAMILY, NEW CONSTRUCTION-2	TAYLOR RIDGE HOMES, LLC.	4208	10/07/19	5041		60TH	AVE	19	1W	THOUSAND OAKS COS	A2	\$ 382,900	5,008
1 FAMILY, NEW CONSTRUCTION-2	HOME FIRST, INC.	4209	10/02/19	3430		BLACKBIRD	LN	3	1	FROST CREEK ADD.	R1	\$ 590,000	4,807
1 FAMILY, NEW CONSTRUCTION-2	C.A. MCCARTY CONSTRUCTION LLC.	4213	10/01/19	4519		ESCALON	DR	18	3	LAS COLINAS SEC. #1	R1	\$ 729,000	5,187
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	4245	10/03/19	520		MOSSWOOD	DR	10	14	VINTAGE CREEK ADDITION	PUD	\$ 241,500	3,402
1 FAMILY, NEW CONSTRUCTION-2	ARMSTRONG HOMES	4246	10/11/19	1904		BURNING TREE	DR	6	5	HALL BROOKE ADD #6	R1	\$ 280,000	3,619
1 FAMILY, NEW CONSTRUCTION-2	CUSTOM BUILDERS OF OK, LLC.	4346	10/07/19	521		TIMBERBROOK	DR	6	13	VINTAGE CREEK ADDITION	PUD	\$ 310,500	3,008
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES, LLC.	4407	10/18/19	4213		FRONTIER	TR	4	1	GLENRIDGE SEC. #2	PUD	\$ 300,000	3,333
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES, LLC.	4408	10/18/19	2509		LANGLEY	CT	3	5	ST JAMES PARK ADD 3	R1	\$ 300,000	3,341
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES, LLC.	4409	10/18/19	2229		BRETFORD	WAY	20	3	ST JAMES PARK ADD 6	R1	\$ 275,000	2,695
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	4413	10/14/19	3520		CRAMPTON GAP	WAY	3	2	SPRINGS AT GREENLEAF TRAILS #2	PUD	\$ 200,000	2,330
1 FAMILY, NEW CONSTRUCTION-2	OWNER	4414	10/16/19	2150		84TH	AVE	5	1W	TRIBBLE ESTATES	A2	\$ 140,000	2,640
1 FAMILY, NEW CONSTRUCTION-2	OWNER	4422	10/16/19	1625		HAYFIELD	RD	5	1E	NOT SUBDIVIDED	A2	\$ 150,000	2,400
1 FAMILY, NEW CONSTRUCTION-2	STONEWALL HOMES, LLC.	4427	10/11/19	302		GLADE	CT	29	1	HIGHLAND VILLAGE ADD SEC 9	R1	\$ 380,000	3,469
1 FAMILY, NEW CONSTRUCTION-2	OWNER	4455	10/18/19	1220		HONEYBEE	CT	33	3	FROST CREEK ADD.	PUD	\$ 400,000	4,990
1 FAMILY, NEW CONSTRUCTION-2	APPLE CONSTRUCTION, LLC.	4458	10/16/19	2328		BRETFORD	WAY	3	3	ST JAMES PARK ADD 6	R1	\$ 196,280	2,804
1 FAMILY, NEW CONSTRUCTION-2	APPLE CONSTRUCTION, LLC.	4459	10/28/19	2329		BRETFORD	WAY	6	2	ST JAMES PARK ADD 6	R1	\$ 193,060	2,758
1 FAMILY, NEW CONSTRUCTION-2	HOME FIRST, INC.	4476	10/22/19	1261		HONEYBEE	CT	37	2	FROST CREEK ADD.	PUD	\$ 531,000	4,725
1 FAMILY, NEW CONSTRUCTION-2	C.A. MCCARTY CONSTRUCTION LLC.	4501	10/16/19	3921		MONTELENA	CT	6A	1	BROOKHAVEN #41	R1	\$ 729,678	5,796
1 FAMILY, NEW CONSTRUCTION-2	MURFIELD HOMES	4582	10/21/19	509		GREENS	PKWY	5	3	HIGHLAND VILLAGE ADD SEC 10	R1	\$ 240,000	3,644
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	4589	10/23/19	302		ALAMOSA	RD	5	3	LITTLE RIVER TRAILS SEC #2	PUD	\$ 380,000	3,473
1 FAMILY, NEW CONSTRUCTION-2	SUN CUSTOM HOMES	4591	10/30/19	4120		24TH	AVE	9	2W	NOT SUBDIVIDED	A2	\$ 389,000	4,847
1 FAMILY, NEW CONSTRUCTION-2	LEGACY HOMES CONSTRUCTION, LLC.	4660	10/25/19	1327		PRESIDIO	DR	4	2	MONTEREY ADD. #2	PUD	\$ 335,000	3,052
1 FAMILY, NEW CONSTRUCTION-2	HOMES OF DISTINCTION, INC.	4661	10/31/19	2000		DONDORE	DR	29	1	BROOKHAVEN PLACE	PUD	\$ 236,000	2,469
1 FAMILY, NEW CONSTRUCTION-2	CUSTOM BUILDERS OF OK, LLC.	4671	10/28/19	517		TIMBERBROOK	DR	7	13	VINTAGE CREEK ADDITION	PUD	\$ 290,000	2,671
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4158	10/03/19	1020		BLACK MESA	RD	6	3	RED CANYON RANCH SEC 6	PUD	\$ 347,220	3,858
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4159	10/03/19	908		OLD FRISCO	RD	4	4	GREENLEAF TRAILS ADD 8	PUD	\$ 233,280	2,592
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4211	10/10/19	714		BLUE FISH	RD	3	1	TRAILWOODS SEC 10	PUD	\$ 188,300	1,870
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4230	10/02/19	3920		ABINGDON	DR	6	15	BELLATONA SEC. #1	R1	\$ 162,540	2,392
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4232	10/02/19	3907		ABINGDON	DR	2	14	GREENLEAF TRAILS ADD 8	R1	\$ 168,840	2,500
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4282	10/14/19	3112		OLD FRISCO	RD	14	3	BELLATONA SEC. #1	PUD	\$ 212,490	2,361
1 FAMILY, NEW CONSTRUCTION-2	SHERIDAN HOMES, LLC.	4333	10/18/19	3916		TURNBERRY	DR	14	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 165,000	3,413
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4358	10/08/19	3916		ABINGDON	DR	5	15	BELLATONA SEC. #1	R1	\$ 145,710	2,217
1 FAMILY, NEW CONSTRUCTION-2	SHERIDAN HOMES, LLC.	4365	10/02/19	2008		TYLER	DR	17	1	ALAMEDA PARK ADD #3	R1	\$ 136,800	2,086
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4401	10/10/19	3805		ABINGDON	DR	2	2	BELLATONA SEC. #1	R1	\$ 137,500	2,574
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4410	10/17/19	1029		SAWMILL	RD	3	3	RED CANYON RANCH SEC 6	PUD	\$ 279,270	3,103
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4460	10/21/19	705		CAROLYN RIDGE	RD	3	2	RED CANYON RANCH SEC 5	PUD	\$ 324,180	3,692
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4565	10/28/19	612		BLUE FISH	RD	2	3	TRAILWOODS SEC 10	PUD	\$ 162,030	1,801
1 FAMILY, NEW CONSTRUCTION-2	VESTA HOMES, INC.	4620	10/25/19	2220		KIMBALL	DR	16	4	ST JAMES PARK ADD 6	R1	\$ 222,000	3,006
1 FAMILY, NEW CONSTRUCTION-2	VESTA HOMES, INC.	4621	10/25/19	2226		BRETFORD	WAY	3	3	EAGLE CLIFF SOUTH ADD #5	R1	\$ 184,070	2,622
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4643	10/24/19	4316		CONDOR	DR	1	3	EAGLE CLIFF SOUTH ADD #5	R1	\$ 168,840	2,500
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4644	10/24/19	4404		CONDOR	DR	9	7	BELLATONA SEC. #1	R1	\$ 143,840	2,159
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4688	10/28/19	3812		WILTSHIRE	DR	1	6	BELLATONA SEC. #1	R1	\$ 154,980	2,237
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4670	10/28/19	2112		MANDERLY	CT	1	3	TRAILWOODS SEC 10	PUD	\$ 186,490	2,061
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4672	10/31/19	608		BLUE FISH	RD	3	1	TRAILWOODS SEC 11	PUD	\$ 179,010	1,989
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	4674	10/31/19	602		GREEN FISH	CIR	4	15	BELLATONA SEC. #1	R1	\$ 157,980	2,375
1 FAMILY, NEW CONSTRUCTION-2	HOMER CREATIONS, INC.	4690	10/29/19	3912		ABINGDON	DR	4	1	APPLE CREEK ADD	R1	\$ 500	100
3+ FAMILY, FIRE REPAIR	OWNER	4084	10/10/19	3001		PIESANT RUN	RD	1	1	PEARSON SEC. #1	R1	\$ 10,000	480
3+ FAMILY, FIRE REPAIR	OAKLEAF CONSTRUCTION	4141	10/01/19	301		HAL MULBROW	DR	14	1	PEARSON SEC. #1	R1	\$ 10,000	480
3+ FAMILY, FIRE REPAIR	OAKLEAF CONSTRUCTION	4142	10/01/19	301		HAL MULBROW	DR	14	1	PEARSON SEC. #1	R1	\$ 10,000	480
3+ FAMILY, FIRE REPAIR	OAKLEAF CONSTRUCTION	4143	10/01/19	301		HAL MULBROW	DR	14	1	PEARSON SEC. #1	R1	\$ 10,000	480
3+ FAMILY, FIRE REPAIR	ROCK GENERAL CONTRACTORS	4229	10/30/19	927		BLOXI	DR	1	1	BROOK HOLLOW	R1	\$ 53,373	874
3+ FAMILY, FIRE REPAIR	CANTRELL, CARL	4432	10/11/19	917		24TH	AVE	36	3W	NOT SUBDIVIDED	R1	\$ 2,000	75
3+ FAMILY, FIRE REPAIR	CANTRELL, CARL	4434	10/11/19	917		24TH	AVE	36	3W	NOT SUBDIVIDED	R1	\$ 500	75
3+ FAMILY, FIRE REPAIR	CANTRELL, CARL	4435	10/11/19	917		24TH	AVE	36	3W	NOT SUBDIVIDED	R1	\$ 500	75
TEMPORARY ROLL-OFF, OTHER	DISCOUNT DUMPSTER	4216	10/02/19	2812		CLASSEN	BLVD	1	1	RUSSELL-PIERCE	C2	\$ -	40
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	4318	10/04/19	1800		BEAUMONT	DR	1	1	CAMPUS LODGE ADDITION	PUD	\$ -	40
TEMPORARY ROLL-OFF, OTHER	LIBERTY DISPOSAL	4544	10/18/19	2541	W	MAIN	ST	26	3W	NOT SUBDIVIDED	C2	\$ -	40
TEMPORARY ROLL-OFF, OTHER	CITY OF NORMAN	4628	10/24/19	3301		12TH	AVE	9	2W	NOT SUBDIVIDED	PUD	\$ -	40
TEMPORARY ROLL-OFF RESIDENTIAL	WASTE CONNECTIONS, INC.	4319	10/04/19	1422		AMHURST	AVE	33	10	OAKHURST ADD SEC 04	R1	\$ -	20
TEMPORARY ROLL-OFF RESIDENTIAL	CITY OF NORMAN	4421	10/10/19	1732		108TH	CIR	10	2	SHILOH HEIGHTS	R1	\$ -	0
TEMPORARY ROLL-OFF RESIDENTIAL	CITY OF NORMAN	4584	10/21/19	6411		108TH	AVE	35	1W	NOT SUBDIVIDED	A2	\$ -	0
TEMPORARY ROLL-OFF RESIDENTIAL	CITY OF NORMAN	4676	10/28/19	2533		HOLLYWOOD	AVE	9	4	COLLEGE MANOR	R1	\$ -	10
TEMPORARY ROLL-OFF RESIDENTIAL	CITY OF NORMAN	4687	10/30/19	5301		ALAMEDA	ST	25	2W	NOT SUBDIVIDED	A2	\$ -	40

DEMOLITIONS	
Address	Purpose Use

CDGB, CODE COMPLIANCE, OIL & GAS

10C

CDBG and HOME Investment Partnerships Programs

Staff began the planning process for the development of the 2020-2024 Consolidated Plan. Citizen Participation will begin with Neighborhood Meetings in November and a Public Hearing in December. Consultation meetings held in October included OKAdapt and Aging Services. Staff is participating in the Community Needs Assessment process that is being undertaken by United Way and the University of Oklahoma.

CDBG Disaster Relief Grant

All CDBG DR projects are substantially complete with minor punch list items being addressed. Final acceptance of all contracts occurred on June 11, 2019. Closeout and final reimbursement procedures are underway with the Oklahoma Department of Commerce.

Homeless Activities

On October 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of August. There were five housing placements made (0 Veteran; 2 Chronic; 0 Family).

Due to the increased visibility of persons who are experiencing homelessness by the establishment of multiple campsites on city property, the Continuum of Care, the Norman Police Department, and the Homeless Services Coordinator are developing guidelines and strategies to address this increasing problem. Norman City Council appointed a three member Council Committee on October 22, 2019 to work with the Continuum of Care to develop strategies in addressing this increasing issue. The first meeting will be held on November 4, 2019.

Housing Programs

October 2019

CDBG – The summary below includes the status of each of the rehabilitation programs that are offered.

- One rehabilitation project is currently under contract and one project in development stage, with one rehabilitation project being completed since July 1, 2019.
- One emergency repair project is currently under contract; five emergency repair projects were completed since July 1, 2019.
- Two accessibility modification projects have been completed since July 1, 2019. One project is under contract. Sixteen accessibility modification projects are in the development stage.

Social and Voluntary Services Commission

The FYE20 Requests for Application was released July 1, 2019 with a return date on July 19, 2019. Thirty applications were received. The SVSC Commission met on July 29, 2019 to begin review of the applications. On August 12, 2019 the SVSC Commission met and awarded funding to twenty-eight non-profit agencies totaling \$175,000.

[illegible]



Administrative Summary

October 2019 Summary

Operations



11/4/2019

Part I Crimes	Current			Year-To-Date		
	2019	MONTH 5YR AVG	2018	2019	YTD 5YR AVG	2018
Murder	0	0	0	2	4	3
Rape	5	7	10	59	50	70
Robbery	6	4	8	41	47	48
Agg. Assault	14	17	16	154	152	159
Burglary	32	60	48	428	578	503
Larceny	237	273	265	2,172	2,633	2,297
Motor Vehicle Theft	29	28	38	301	274	308
Arson	0	1	0	8	5	4
Part I Totals:	323		385	3,165		3,392

Part II Crimes						
DUI/APC	39	33	43	453	382	412
Drunkenness	47	59	62	497	572	523
Drug Violations	54	87	132	850	916	1,104
Forgery	16	20	6	149	217	127
Vandalism	84	74	78	785	768	767
Others	370	NA	423	3,843	NA	3,734
Part II Totals:	610		744	6,577		6,667

Total Reported Crime: 933 1,129 9,742 10,059

Other Reported Activity

Public Peace Reports	189	185	214	1,965	1,783	2,068
Warrants Served	111	121	165	1,489	1,290	1,440
Other Reports Totals:	300		379	3,454		3,508

Total Case Reports: 1,233 1,508 13,196 13,567

Collisions	2019	MONTH 5YR AVG	2018	2019	YTD 5YR AVG	2018
Fatality	0	1	4	3	6	9
Injury	78	62	65	505	563	565
Non-Injury	138	154	131	1,142	1,434	1,115
Total Collisions:	216		200	1,650		1,689

Call for Service

CAD Activity (All Other CFS)	3,298	NA	3,094	32,032	NA	30,197
Calls for Service (Only Police)	7,441	NA	8,192	85,932	NA	82,398
Total CFS:	10,739		11,286	117,964		112,595

Citations & Warnings:

Citations	1,034	NA	752	13,761	NA	11,366
Warnings	1,303	NA	1,981	20,988	NA	21,367
Total Citations & Warnings:	2,337		2,733	34,749		32,733

** Public Peace reports include: Animal Bite, Found Property, Recovery/Other Agency Vehicles, Mental Case, Unattended Death and Other
 ** Five Year Average based on 2013 to 2017

ANIMAL CONTROL 11A



Monthly Service By Assignment

October 2019
Norman Animal Welfare Volunteers (ALL)

Place	Assignment	Oct 2019 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00
	NAWC-Bather / Groomer	0:00	0:00
	NAWC-Beautification Volunteer	0:00	0:00
	NAWC-Cat Socializer	102:08	102:08
	NAWC-Community Outreach Volunteer	0:00	0:00
	NAWC-Dog Handler	145:08	145:08
	NAWC-Foster Program	17:00	17:00
	NAWC-Laundry	1:17	1:17
	NAWC-Lobby Greeter	21:28	21:28
	NAWC-Orientation	33:30	33:30
	NAWC-Photographer	0:00	0:00
	Other Volunteer Services	0:00	0:00
	Veterinarian Assistant Tech	0:00	0:00
Total		320:31	320:31
Grand total		320:31	320:31

Norman Animal Welfare Monthly Statistical Report

October 2019



IN SHELTER ANIMAL COUNTS

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	80	118	198	63	90	153	(45)	-23%
Ending	119	158	277	38	80	118	(159)	-57%

ANIMAL INTAKES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	176	116	292	126	86	212	(80)	-27%
Owner Relinquish	8	16	24	23	33	56	32	133%
Owner Intended Euth	1	1	2	2	0	2	0	0%
Transfer In	0	7	7	0	3	3	(4)	-57%
Other Intakes*	3	3	6	6	11	17	11	183%
Returned Animal	19	9	28	15	9	24	(4)	-14%
TOTAL LIVE INTAKES	207	152	359	172	142	314	(45)	-13%

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

OTHER STATISTICS

	2018		2019		Comparisons	
	Total		Total		Difference	Percent
Wildlife Collected (DOA)	0	0	4	4	4	
Dog Collected (DOA)	2	2	3	3	1	50%
Cat Collected (DOA)	1	1	3	3	2	200%
Wildlife Transferred	3	3	1	1	(2)	-67%
Intake Horses	0	0	0	0	0	
Intake Cows	0	0	0	0	0	
Intake Goats	0	0	0	0	0	
Intake Sheep	0	0	0	0	0	
Intake Rabbits	0	0	0	0	0	
Intake Pigs	0	0	0	0	0	
Intake Other	5	5	1	1	(4)	-80%
TOTAL OTHER ITEMS	11	11	12	12	1	9%

LENGTH OF STAY (DAYS)

	2018	2019
Dog	8.7	16.7
Puppy	6.9	9.2
Cat	16.4	18
Kitten	15.7	12.9

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	60	54	0	114

Norman Animal Welfare Monthly Statistical Report

October 2019



LIVE ANIMAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	92	81	173	107	107	214	41	24%
Return To Owner	60	5	65	53	9	62	(3)	-5%
Transferred Out	8	13	21	19	23	42	21	100%
Returned in Field	0	0	0	0	0	0	0	
Other Outcome	0	0	0	0	0	0	0	
TOTAL LIVE OUTCOMES	160	99	259	179	139	318	59	23%

OTHER ANIMAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	0	6	6	0	1	1	(5)	-83%
Lost in Care	0	0	0	0	0	0	0	
Shelter Euth	8	7	15	4	3	7	(8)	-53%
Owner Intended Euth	0	0	0	2	0	2	2	
TOTAL OTHER OUTCOMES	8	13	21	6	4	10	(11)	-52%

TOTAL OUTCOMES

	2018			2019			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	160	99	259	179	139	318	59	23%
Total Other Outcomes	8	13	21	6	4	10	(11)	-52%
TOTAL OUTCOMES	168	112	280	185	143	328	48	17%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
Medical - Sick	4	2	1	7	64%
Medical - Injured	1	1	0	2	18%
Behavior - Aggressive	2	0	0	2	18%
Behavior - Other	0	0	0	0	0%
TOTAL EUTHANASIA	7	3	1	11	

MONTHLY LIVE RELEASE RATE

2018	2019
92.5%	97.5%

Live Outcomes / (Total Outcomes - Owner Int Euth)

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
October 2019

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed two (2) preliminary plat item for Planning Commission; one (1) final plat and one (1) release of deferral for City Council. The Development Engineer reviewed 21 sets of construction plans and 7 punch lists. There were 146 permits reviewed and/or issued. Fees were collected in the amount of \$4,140.86.

CAPITAL PROJECTS:

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

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- *Installed temporary asphalt pavement widening south of Alameda and west of 24th Avenue SE at select locations as part of the phase 1 traffic control.*
- *Continued excavating along the east side of 24th Avenue East and hauling excess material to locations along the project that need fill material.*

Main Street Bridge over Brookhaven Creek

The project was awarded on June 4, 2018 by ODOT. The successful bidder was Silver Star Construction. The cost of the project is \$4,905,000. The project includes replacing a Structurally Deficient (SD) bridge structure with a triple cell 16' x 8' Reinforced Concrete Box (RCB) and 2100' of channel improvements downstream of the bridge. Work began on the project on August 13, 2018. Weather permitting, construction is expected to take 340 days. On Monday April 15, eastbound and westbound traffic on West Main Street was switched to the south half of the roadway, so the contractor can begin reconstructing the north half of the roadway. The West Main Street roadway was completed on June 10, 2019. Full-width paved lanes will remain open at all times to eastbound and westbound traffic until project completion. For the safety of the traveling public, work zone safety devices will remain on the roadway until the end of the project. On August 27, eastbound and westbound lanes on Main Street were placed in the final and permanent configurations using work zone safety devices.

The contractor's activities this month were as follows:

- Continued to construct the access road along the west side of the channel.
- Continued vegetation and debris removal along the creek south of West Main Street Bridge
- Continued slope grading along both sides of Brookhaven Creek.
- Completed approximately ninety-percent (90%) of the high-strength turf reinforcement mat installation
- Completed the installation of all drainage structures along Brookhaven Creek.

Roadway Bond Projects:

During the month of October, concrete pavement reconstruction of Walnut Road between Imhoff Road and Live Oak was completed. Contractor is currently working to address final punch list items. Concrete reconstruction work continued on McCall Drive between Pickard Road and Chautauqua Avenue as part of the Bond 2020 Urban Reconstruction Project. The contractor has completed concrete paving work on the west half of the roadway. Drainage structure replacement work and asphalt overlay were completed on 108th Avenue NE between Stella Road and Franklin Road as part of the Bond 2018 Rural Asphalt project.

Sidewalk Program:

The **Acres Street Sidewalk Project** is intended to provide sidewalk along the north side of Acres Street in the gap between Flood Avenue and the new Central Library located on James Garner Avenue. The project will also construct missing sidewalk, ramps, rebuild existing non-compliant ramps and repair deficient sidewalk along the north side of Acres Street between the railroad tracks and Porter Avenue. This Sidewalk Project bid was awarded on July 9th, 2019 by City Council to Central Contracting Services in the amount of \$131,185.00. Project work began in early August and expected to be completed on or about October 1, 2019. The sidewalk ramps at the intersection of North Flood Avenue and Acres Street were updated as part of this contract.

FYE 2020 Sidewalk Program:

FYE 2020 Sidewalk Program went to bid on July 25th, 2019 with EMC Services, LLC submitting the winning bid of \$312,298.50 for five projects to be completed throughout the fiscal year 2020. The contract was approved by City Council on August 27th, 2019. A notice-to-proceed has been provided to this contractor. City Staff is coordinating with EMC Services regarding starting the next project along South Crawford Avenue starting at East Main Street heading southward to East Apache Street. Expected start date will be middle November 2019.

FYE 2020 Horizontal Saw Cutting Project went to bid on August 8th, 2019 with Precision Concrete Cutting of Oklahoma submitting the winning bid at \$39,900.00 for completing work along Lindsey Street from Classen Blvd. to 24th Avenue SE and along 12th Avenue SE from Alameda Street to East Imhoff Road. Members of Precision Concrete Cutting performed a survey of this area locating and marking sidewalk joints which need to be shaved down for ADA compliance. The total area of work to be completed is 1,050 inch-feet of sidewalk to be corrected. This project was completed early October, 2019. Payment of the contract is currently underway. Closeout paperwork is being drafted for City Council approval at the November 26th 2019 session for total final payment of the contract.

Public Transit

Public Transportation Sales Tax Initiative

Council approved ordinance O-1920-16 on September 10, 2019 which set the ballot language for a proposed sales tax of 1/8% for public transportation. Implementation is contingent on voter approval on November 12, 2019. If approved, it would be effective April 1, 2020 (after the County jail tax expires) and would be deposited into the Public Transportation and Parking Fund to be used to fund public transit related expenses. The proposed sales tax terminates only upon successful adoption and implementation of a dedicated funding source sufficient to fund public bus operations in Norman by the RTA of Central Oklahoma. More information regarding the November 12 ballot initiative can be found on the City of Norman's website at <http://bit.ly/TransitSalesTax>.

This past month, staff has accompanied the Mayor and Councilmembers at the following meetings to assist in educating the public regarding the sales tax proposal: Norman Lions Club (October 1), Norman Rotary Club (October 3), Ward 6 Meeting (October 7), Ward 5 Meeting (October 12), Norman Convention and Visitor's Bureau Board of Directors (October 16), Builders Association of South Central Oklahoma (October 16), Ward 3 Meeting (October 17), Precinct 93 (October 20), Joint Ward 2 and 7 Meeting (October 20), Cleveland County Democratic Women (October 21), Ward 1 Meeting (October 24), Online Open House (October 30), and Norman Public Schools Transportation (October 31).

STREETS DIVISION

CAPITAL PROJECTS:

POST OAK ROAD – 60TH AVENUE SE TO 72ND AVENUE SE

Streets crews worked an overlay project at 60th Avenue SE to 72nd Avenue SE and 3,258.78 tons of asphalt for the repair.

ASPHALT OPERATIONS:

2215 OAK RIDGE CIRCLE DEEP PATCH

Streets crews worked a deep patch at 2215 Oak Ridge Circle and required 43.92 tons of asphalt for the repair.

CONCRETE OPERATIONS:

BEVERLY HILLS STREET & PECAN AVENUE

Streets crews replaced damaged island at Beverly Hills Street & Pecan Avenue. This repair required 14 cubic yards of concrete and resulted in over 74 square yards of repaired driving surface.

210 CHATAUQUA AVENUE

Streets crews replaced curb and gutter at 210 Chautauqua Avenue. This repair required 4 cubic yards of concrete and resulted in over 21 square yards of repaired driving surface.

ROADSIDE OPERATIONS:

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During October, 2019, 115.50 miles of rural rights-of way and 2,199,731 sq. ft. of urban rights-of-way were mowed.

STORMWATER

WORK ORDER RESPONSE

Stormwater Division received 4 work order requests and closed 4.

INFRASTRUCTURE

The Infrastructure Maintenance crew completed a channel liner panel replacement project in Imhoff Creek. The project consisted of removing and replacing three broken panels in the liner of Imhoff Creek just north of Lindsey Street. They poured 8 yards of concrete, removed 25 tons of debris, and laid 50 sqft of sod. The crew also started repairs on the Imhoff Creek channel liner south of Westbrooke Terrace. They were able to place 150 tons of rip rap and 210 tons of soil to finish the end cap of the channel liner.

DRAINAGE MAINTENANCE

The Channel Maintenance crew removed over 36.5 tons of debris from drainage channels and drainage flumes throughout Norman in October. The Channel Maintenance crew also poured 8 yards of concrete and placed 24 yards of concrete that finished the end treatments for a 72" pipe placed underneath 36th NE.

The Channel Maintenance crew also continued their mowing schedule in October and mowed 2,224,531 ft² of urban drainage way.

URBAN STREET SWEEPING OPERATIONS

A total of 599 lane miles were swept resulting in the removal of approximately 415 tons of debris from various curb lined streets.

STORMWATER OKIE LOCATES

During the month of October, 2899 Call 811 Okie Spots were received. Of those requests, 45 were stormwater pipe locates, 94 were physically checked, and 960 were referred to other departments.

CONSTRUCTION SITE STORMWATER MANAGEMENT

Performed 98 inspections of 86 active sites

Issued 0 citation and 0 NOVs to active sites

Issued 0 Earth Change Permits to new projects

MS4 OPERATIONS

Received and responded to 27 citizen calls/ YTD Total is 113.

On October 1, 2019, Carrie Evenson was invited to give a presentation titled "Managing Nutrients and Bacteria in Stormwater Runoff" at the Oklahoma Water and Pollution Control Annual Conference held at Rose State College.

On October 4, 2019, Faith Haynes and Michele Loudenback hosted a Griffin Park cleanup for Hitachi's Green Team. They removed almost 50 pounds of material from the watershed.

On October 5, 2019, Hans Osgood, Amy Shepard, Dr. Evenson and Ms. Loudenback demonstrated the Enviroscape and a street sweeper at the Pioneer Library Touch-a-Truck event held at the Cleveland County Fairgrounds. Oklahoma Water Survey shared the space to discuss a rain barrel workshop scheduled for October 29th at the Norman East Library.

On October 6, 2019, the Lake Thunderbird Watershed Blitz continued with the Griffin Community Park/Sutton Wilderness cleanup. Nine volunteers helped remove around 40 pounds of mostly lightweight materials (Styrofoam, plastic wrapping) from the watershed.

On October 9, 2019, Dr. Evenson and Ms. Loudenback met with Assistant Fire Chief Joel Chesser to review the RFP for a spill response contractor.

On October 15-17, Dr. Evenson attend the EPA Environmental Financial Advisory Board Stormwater Taskforce meeting in Kansas City to discuss funding for stormwater infrastructure projects.

On October 16, 2019, Ms. Loudenback attended the Environmental Control Advisory Board meeting where the various Stormwater Division public education activities for October (Blitz, workshop, rain barrel workshop, etc.) were discussed.

On October 21, 2019, Dr. Evenson was a guest lecturer in Dr. Pai Liu's Landscape Architecture class where she lectured on stormwater management and green infrastructure.

On October 22, 2019, Dr. Evenson and Ms. Loudenback attended the 2019 Julian J. Rothbaum distinguished Lecture titled "Climate Politics in the West: Is Red the New Green?" presented by Stanford political science professor Bruce Cain.

On October 23-24, 2019, Dr. Evenson attended the OFMA Board Retreat and hosted the Stormwater Quality Technical Workshop planning committee meeting.

On October 24, 2019, Dr. Evenson, Scott Sturtz and Jane Hudson, presented staff recommendation to include parking standard revisions within the larger comprehensive review and update of ordinances, the EDC, and other standards and to issue an RFQ to that end.

On October 27, 2019, the Stormwater Division, in conjunction with the Lake Thunderbird Watershed Partnership, hosted the 4th Annual Lake Thunderbird Watershed Workshop and Clean-up Event at the Thunderbird Sailing Club Boathouse inside the State Park. Forty-five attendees learned about the lake, the watershed, soil health, and what they can do to help water quality in their communities. After the presentations, volunteers removed over 600 pounds of trash and other pollutants from the watershed. It was a very successful event!

On October 29, 2019, Dr. Evenson and Ms. Loudenback attended the second stakeholder meeting at DEQ for the reauthorization of OKR04.

On October 29, 2019, Dr. Evenson and Ms. Loudenback attended the JD McCarty Trunk-or-Treat event and handed out approximately 300 color-changing cups filled with stormwater education literature and candy.

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.

OCTOBER 2019
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

FY 2020 Associated Fees

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

*Norman Rural Cert of Survey...0
 *Final Plats.....0
 *Preliminary Plats.....2
 *Short Form Plat.....0
 *Center City Form Based Code..0

City Council Review:

Certificate of Survey.....0
 Preliminary Plat.....0
 Final Plats1
 Certificate of Plat Correction....0
 Encroachment.....0
 Easements.....0
 Closure.....0
 Release of Deferral.....1

\$1,060.00

Development Committee:

Final Plats.....0

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

Subtotal: \$1,060.00 \$8,940.00 \$10,820.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family..... 48
 ***Commercial..... 14
 Multi-Family..... 0
 Addition/Alteration..... 21
 House Moving..... 5
 Paving Only..... 9
 Storage Building..... 9
 Swimming Pool.....11
 Storm Shelters.....19
 Public Improvements.....4
 Temporary Encroachments.....0
 Fire Line Pits/Misc.....1
 Flood Plain (@\$100.00 each).....1

\$100.00	\$0.00	\$200.00
\$2,980.86	\$212.29	\$4,628.37
\$4,140.86	\$11,063.29	\$17,559.37
21	29	86
7	3	16

Total Permits.....

Grand Total.....

****Construction Plan Review occurrences

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

* 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

October 2019

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

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	7	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	48	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	14	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	21	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	0	100%

NORMAN TRANSIT RIDERSHIP TOTALS

Month: October 2019

FY20: July 1, 2019 - June 30, 2020 (FY19: July 1, 2018 - June 30, 2019)

Average Daily Fixed-Route Passengers

ROUTE	Oct-18	Oct-19	% Change	# Change	FYTD19	FYTD20	% Change	# Change
10 Main Street	297	297	0%	0	289	285	-1%	-4
11 Lindsey East	505	606	20%	101	471	495	5%	24
12 Lindsey West	78	157	103%	80	92	127	38%	35
20 West Norman Link	20	15	-25%	-5	23	14	-40%	-9
21 Alameda/E. Norman	230	195	-15%	-35	228	185	-19%	-44
24 Sooner Express	65	71	8%	5	58	58	1%	1
44 Social Security	10	4	-62%	-6	7	5	-23%	-2
TOTAL	1,205	1,345	12%	140	1,169	1,170	0%	1

Days of Service

Month	Mon-Fri	Sat	Total
Oct-19	23	NA	23
Oct-18	23	3	26
FYTD20	88	NA	88
FYTD19	86	12	98
44 Social Security (Tues. & Fri.)			
Month	Days	FYTD	
Oct-19	9	35	
Oct-18	9	34	

Total Fixed-Route Passengers

ROUTE	Oct-18	Oct-19	% Change	# Change	FYTD19	FYTD20	% Change	# Change
10 Main Street	7,732	6,839	-12%	-893	28,369	25,118	-11%	-3,251
11 Lindsey East	13,134	13,941	6%	807	46,153	43,540	-6%	-2,613
12 Lindsey West	2,016	3,621	80%	1,605	9,062	11,192	24%	2,130
20 West Norman Link	513	340	-34%	-173	2,247	1,204	-46%	-1,043
21 Alameda/E. Norman	5,975	4,487	-25%	-1,488	22,378	16,257	-27%	-6,121
24 Sooner Express	1,504	1,627	8%	123	4,961	5,143	4%	182
44 Social Security	93	35	-62%	-58	241	190	-21%	-51
TOTAL	30,967	30,890	0%	-77	113,411	102,644	-9%	-10,767

*Saturday service discontinued January 1, 2019. All routes operate Monday-Friday except Route 44, which operates on Tuesday and Friday.

CARTaccess Passenger Information

ZONE	Oct-18	Oct-19	% Change	# Change	FYTD19	FYTD20	% Change	# Change
Zone 1	2,651	1,426	-46%	-1,225	10,067	6,418	-36%	-3,649
Zone 2	501	315	-37%	-186	1,756	1,301	-26%	-455
TOTAL	3,152	1,741	-45%	-1,411	11,823	7,719	-35%	-4,104

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2020

STREET DIVISION					
	FYE 2020 October 2019	FYE 2020 October 2019	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100% 33.31	100%	100% 376.38	100%	95%
Overlay/pave 10 miles per year.	2.50	25%	7.50	75%	100%
Replace 1,160 square yards of concrete pavement panels	94.00	8%	1,420.00	122%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	34.00	8%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	2,199,731.00	208%	13,758,543.00	109%	100%
Mow 148 miles of Rural Right-of-way twice per year	115.50	468%	610.00	206%	100%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2020

STORMWATER DIVISION					
	FYE 2020 OCTOBER, 2019	FYE 2020 OCTOBER, 2019	Year to Date	Year to Date	FYE 2020
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (lane miles)	599.00	120%	1,574.00	26%	50%
Collect litter from rights of way in the Urban area (Tons)	-	0%	20.74	0%	70%
Collect litter from rights of way in the rural area (Tons)	-	0%	5.66	0%	70%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	2,760.00	-	4,619.00	46%	70%
Mow 2,271,548 sq.feet of open drainage ways, six times per year	2,224,531.00	16%	5,990,657.00	44%	90%
Perform erosion control inspections of permitted sites within 30 days.	98.00	166%	366.00		100%
Permit all earth disturbing operations over 1 acre in size.	-	100%	8.00		95%
Inspect City facilities identified as potential stormwater pollution sources.	-	0%	-		50%
Inspect stormwater outfalls.	-	0%	-		20%
Respond to stormwater complaints within 24 hours of the time reported	27.00	100%	113.00		100%
Enforcement actions (NOV's and citations)	-	N/A	-		N/A

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT
October 2020**

IN GALLONS	FYE 2020	FUEL REPORT	
	<u>UNLEADED PURCHASE</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	19,405.00	19,636.00	23,824.62
Outside - sublet	652.88	2,748.20	13,162.50
TOTAL	20,057.88	22,384.20	36,987.12
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	21,605.35	22,965.40	30,099.72
			<u>PUBLIC CNG CONSUMED</u>
			6,887.40

FYE 2020 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	88,762.17	85,856.60	96,349.60	28,910.82

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.83	Low	\$1.78	UNLEADED	High	\$2.45	Low	\$1.99
DIESEL	High	\$1.97	Low	\$1.93	DIESEL	High	\$2.76	Low	\$2.59
CNG	High	n/a	Low	\$1.02	CNG	High	\$1.71	Low	\$1.71

FASTER CONSUMABLE PARTS PURCHASED			PUBLIC CNG SALES		
REPAIR PARTS	\$42,532.63		Month Total Public CNG Sales	\$10,264	
BATTERIES	\$2,455.50		FYE 2020 To Date Public Sales	\$42,618	
OILS/FLUIDS	\$3,913.91		LIFE TO DATE CNG GAS GALLON EQUIVALENT		
TIRES	\$33,559.00		Total Sold Gallons Life To Date	877,324	
SUBLET REPAIRS	\$10,833.67		Total Gross Sales Life To Date	\$1,266,086	
			Life To Date CNG Gas Gallon Equivalent		
TOTAL SPENT ALL parts/sublet	\$93,294.71		Total Public/City Through-Put CNG Gallons @ Station	2,026,362	

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	28	25	13	92
EMERGENCY ROAD CALLS	16	24	23	86
PM SERVICES	138	105	116	473
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	500	446	476	1908
SCHEDULED REPAIRS	194	159	164	728
NON SCHEDULED REPAIRS	306	287	312	1180

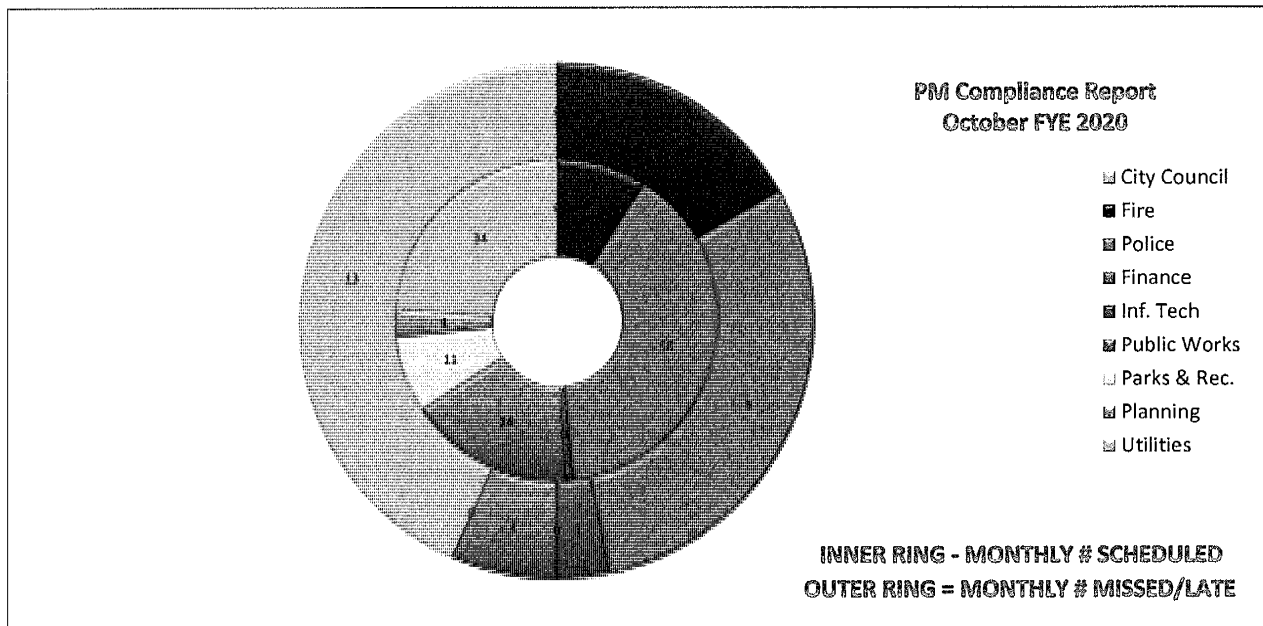
Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	11	6	3	22
EMERGENCY ROAD CALLS	5	3	1	14
PM SERVICES	86	79	82	325
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	207	211	246	864
SCHEDULED REPAIRS	112	116	123	485
NON SCHEDULED REPAIRS	95	95	123	379

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	15	19	10	68
EMERGENCY ROAD CALLS	10	20	20	68
PM SERVICES	40	24	30	128
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	242	202	210	931
SCHEDULED REPAIRS	67	41	54	232
NON SCHEDULED REPAIRS	175	161	156	699

October FYE 2020

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past	ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
UTILITIES									
0235	2018 Peterbilt 348 Rolloff	Sanitation Commercial	2/17	3/11	343	hours 10/10/2019	Heavy Repair	PM-C	5/28/2019
0234	2006 Roll Off Compactor	Sanitation Commercial	11/6	7/13	116	days 7/13/2019	Heavy Repair	PM-C	7/13/2018
0222	2006 Roll Offs USA 34 YD Compact	Sanitation Commercial	10/1	7/25	68	days 7/25/2019	Heavy Repair	PM-C	7/25/2018
0211	2012 Caterpillar 938G	Sanitation Compost	7558	7407	151	hours 10/24/2019	Heavy Repair	PM-C	7/31/2019
285T	1994 Terry's Flatbed Trailer	Sanitation Recycle	11/6	9/15	52	days 9/15/2019	Light Repair	PM-A	9/15/2018
0225	2010 Custom Compactor	Sanitation Residential	11/6	7/25	104	days 8/28/2019	Heavy Repair	PM-C	7/25/2018
0268	2018 Peterbilt 520 Side-loader	Sanitation Residential	3070	2600	470	hours 10/15/2019	Heavy Repair	PM-C	6/3/2019
0226	2010 Custom Compactor	Sanitation Residential	11/6	7/25	104	days 8/31/2019	Heavy Repair	PM-C	10/31/2018
292T	2016 CTS CTV 45 Trailer	Sanitation Transfer Station	11/6	6/14	145	days 7/11/2019	Heavy Repair	PM-A	12/14/2018
0272	2019 Peterbilt 348 Rear-loader	Sanitation Yard Waste	1916	1746	170	hours 6/14/2019	Heavy Repair	PM-D	6/14/2019
0339	2007 Thompson 4" Pump	Waterline Maintenance	11/9	9/28	42	days 10/18/2019	Light Repair	PM-C	3/28/2019
FINANCE									
0063	2015 Ford F-150	Finance Water Meter Services	20359	20155	204	miles 10/21/2019	Light Repair	PM-C	11/21/2018
PUBLIC WORKS									
0145	2016 Caterpillar Roller	Public Works Streets	1080	990	90	hours 10/2/2019	Heavy Repair	PD-D	10/11/2018
POLICE									
1008	2019 Chevy Silverado	Police Criminal Investigations	2947	4000	(1,053)	miles 10/30/2019	Light Repair	PM-C	NEW
1187	2016 Chevy Tahoe	Police Patrol	30405	28000	2,405	miles 5/9/2019	Light Repair	PM-D & G	11/13/2018
1131	2014 Ford Interceptor	Police Patrol	49662	47101	2,561	miles 8/23/2019	Light Repair	PM-C	1/31/2019
1119	2008 Ford Crown Victoria	Police Patrol	153473	152050	1,423	miles 9/10/2019	Light Repair	PM-C	2/19/2019
1061T	2002 Continental Trailer	Police Special Investigations	11/6	9/14	53	days 9/14/2019	Light Repair	PM-A	9/14/2018
1152T	2007 Jackson Enclosed Trailer	Police Staff Services	11/6	9/11	56	days 9/11/2019	Light Repair	PM-A	9/11/2018
1130	2018 Ford Interceptor	Police Staff Services	6274	4000	2,274	miles 6/21/2019	Light Repair	PM-C	NEW
MOTORT	2012 Motorcycle Trailer 3rd Miss	PSST Criminal Investigations	11/6	8/6	92	days 8/6/2019	Light Repair	PM-A	7/9/2018
1221	2017 Ford Interceptor	PSST Police Patrol	62190	62000	190	miles 10/7/2019	Light Repair	PD-D	9/26/2019
FIRE									
0039	2014 Ford F-150	Fire Disaster Preparedness	74590	73944	646	miles 7/8/2019	Light Repair	PM-C	7/8/2019
0036	2004 Ford F-250	Fire Suppression	99004	98525	479	miles 10/22/2019	Light Repair	PM-C	4/19/2018



Department	Scheduled	Missed/Late	% Late
City Council	0	0	0.0%
Fire	13	5	38.5%
Police	56	9	16.1%
Finance	1	1	100.0%
Inf. Tech	0	0	0.0%
Public Works	24	2	8.3%
Parks & Rec.	11	0	0.0%
Planning	4	0	0.0%
Utilities	34	13	38.2%
Citywide Total	143	30	21.0%

**FLEET DIVISION
PM COMPLIANCE REPORT**

October FYE 2020

Industry Standard Compliance: Not To Exceed 5%

Department/Division	Number of PMs Scheduled	Number of PMs Completed On Time	Number of PMs Completed LATE	Number of PMs Still Past Due	Current % PENDING	Year To Date Non-Compliance Trend
CITY CLERK						
CITY COUNCIL	0				0%	0%
BUILDING ADMINISTRATION	0				0%	0%
CUSTODIAL	0				0%	0%
BUILDING MAINTENANCE	0				0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT	0				0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY	0				0%	0%
FINANCE						
METER SERVICES	1			1	100%	33%
PLANNING						
PLANNING	0				0%	0%
BUILDING INSPECTIONS	3	3			0%	0%
CODE COMPLIANCE	1	1			0%	0%
PUBLIC WORKS						
ENGINEERING	0				0%	0%
STREETS	11	10		1	9%	7%
STORMWATER	3	3			0%	0%
TRAFFIC	3	2	1		0%	14%
STORMWATER QUALITY	0				0%	0%
FLEET	7	7			0%	0%
POLICE						
ANIMAL CONTROL	1	1			0%	0%
POLICE ADMINISTRATION	1	1			0%	0%
POLICE STAFF SERVICES	5	4		1	20%	17%
POLICE CRIMINAL INVESTIGATIONS	5	4		1	20%	22%
POLICE PATROL	28	22	6		0%	21%
POLICE SPECIAL INVESTIGATIONS	5	5			0%	0%
POLICE EMERGENCY COMMUNICATION	1	1			0%	0%
FIRE						
FIRE ADMINISTRATION	2			2	100%	86%
FIRE TRAINING	2	2			0%	0%
FIRE PREVENTION	1	1			0%	0%
FIRE SUPPRESSION	5	3	1	1	20%	13%
FIRE DISASTER PREPAREDNESS	1			1	100%	50%
PARKS & RECREATION						
PARK MAINTENANCE	11	11			0%	3%
PARKS & RECREATION	0				0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	8	7		1	13%	6%
PSST POLICE CRIMINAL INVESTIGATION	2	2			0%	29%
PSST FIRE SUPPRESSION	2	2			0%	0%
CDBG						
PLANNING CDBG	0				0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION	0				0%	0%
WATER TREATMENT PLANT	0				0%	0%
WATER PLANT	0				0%	0%
WATER PLANT WELLS	0				0%	0%
WATER PLANT LAB	0				0%	0%
LINE MAINTENANCE ADMIN.	0				0%	0%
WATER LINE MAINTENANCE	7	5	1	1	14%	8%
UTILITIES INSPECTOR	0				0%	0%
UTILITIES WRF						
WRF ADMIN	0				0%	0%
WRF INDUSTRIAL	0				0%	0%
WRF BIOSOLIDS	3	2	1		0%	20%
WRF OPERATIONS	0				0%	0%
SEWER LINE MAINTENANCE	9	9			0%	6%
UTILITIES SANITATION						
SANITATION ADMINISTRATION	0				0%	100%
SANITATION RESIDENTIAL	4		1	3	75%	36%
SANITATION COMMERCIAL	5	3		2	40%	25%
SANITATION TRANSFER	3	2	1		0%	28%
SANITATION COMPOST	1			1	100%	17%
SANITATION RECYCLE	1			1	100%	20%
SANITATION YARD WASTE	1			1	100%	38%
CITYWIDE TOTAL	143	113	12	18	13%	14%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2020

October 2019

MECHANIC	DIRECT LABOR HOURS	GOAL	INDIVIDUAL PRODUCTIVITY	
			ACTUAL	DIFFERENCE
# 001	113.36	72%	84.1%	12.1%
# 002	161.49	72%	86.8%	14.8%
# 003	138.18	72%	77.7%	5.7%
# 004	155.67	72%	90.9%	18.9%
# 006	116.34	72%	78.9%	6.9%
# 007	124.69	72%	78.6%	6.6%
# 008	114.48	72%	80.8%	8.8%
# 009	153.31	72%	80.6%	8.6%
# 010	135.54	72%	81.2%	9.2%
# 011	131.30	72%	82.0%	10.0%
# 012	128.87	72%	88.1%	16.1%
# 013	130.98	72%	85.2%	13.2%
# 014	96.26	72%	80.7%	8.7%
# 016	22.92	72%	88.0%	16.0%
# 017	31.78	72%	94.4%	22.4%
# 018	59.02	172%	94.0%	-78.0%
# 019	54.34	72%	84.4%	12.4%
# 020	70.32	172%	99.2%	-72.8%
# 021	144.64	72%	83.3%	11.3%
# 025	0.50	72%	100.0%	28.0%

DIRECT LABOR HOURS	2083.99
TOTAL AVAILABLE HOURS	2485.95
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	83.8%

Monthly Report

October 2019

LINE MAINTENANCE:

Waterline Capital Projects

- Burgundy Court – 100% Complete
- Morren Drive – 100% Complete
- Rhoades Drive – 100% Complete
- East Robinson to Griffin Park – 98% Complete
- Wellsite Drive – 7%

East Robinson to Griffin Park: Staff will replace 900 feet of deteriorated 6" Ductile iron pipe with 8" PVC from Robinson Street to end at concession stand at Griffin Park. Staff replaced two fire hydrants, passed bacteriological samples changed over meter service, poured 2 yards of concrete, restored surface, project 98% complete.

Wellsite Drive: Staff will replace 700 feet of 8" Ductile Iron with 8" C-900 PVC from Tecumseh Road to end of cul-de-sac. Materials ordered and delivered, project 7% complete.

Water Line Breaks – 15 in October

Sewer Line Capital Projects:

Fiscal Year 19 Summit Lakes Lift Station Rehabilitation Project;
Project complete.

Sewer Line Data

- Total obstruction service requests - 27
 - Private Plumbing: 27
 - City Infrastructure: 0
 - Sanitary Sewer Overflows: 0

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.23 MGD
- Total flow: 38.13 MG

UTILITIES ENGINEERING:

Request For Proposal for On-Call Services issued jointly by the Department of utilities and Public Works. Thirty-five engineering proposals were received and Council approved on-call contracts with ten (10) consultants on 10/22/19

Line Maintenance Building (WA/WW0329)/WRF Storage Building (WW0318): Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. RFP issued 06/12/18 for this work with proposals due 07/15/18. On 08/07/18, Barrett L. Williamson Architects selected to provide design and construction services for the projects. Draft scope of work submitted 11/08/18; proposed contract K-1819-142 was forwarded to Architect 04/19/19; Architect suggested changes in revised to standard language in contract which was forwarded to legal staff 06/14/19; Staff is still working to finalize contract language and amount; expect to bring a contract forward to NUA in October 2019.

WASTEWATER PROJECTS:

Lift Station Modifications FY17 (WW0305): Three existing lift stations (LS) need modifications more extensive than is possible under our annual LS Rehabilitation projects. The Ashton Grove, Franklin Road, and Royal Oaks LS work will consist of new pumps, pump guide rails and brackets, and discharge fittings and piping. The Royal Oaks LS also required replacement of the existing wet well with a 10-foot wet well.

Engineer: CP&Y through Lemke Surveying

- Five bids received 02/01/18 with low bidder being Crossland Heavy Contractors of Columbus, KS;
- NUA award to Crossland and contract in amount of \$639,553 approved 02/27/18;
- City Manager approved CO#1 increasing contract amount by \$24,307.46 to \$663,860.46 on 12/14/18;
- All work was complete 12/10/18;
- NUA approved CO#2 decreasing contract by \$11,006.90 to \$652,853.56 and accepted project on 02/12/19.
- Request to close remaining PO's submitted to Finance 07/10/19; project closeout to be completed in October 2019.
- This is the last report on this project.

Sewer Maintenance Project FYE14 (WW0202): Annual project will replace deteriorated sewer lines with High Density Polyethylene (HDPE) pipe and rehabilitate manholes in two construction phases. Phase 1 will replace 25,100 feet of sewer and rehab or replace 148 manholes and is bounded by Robinson Street to the north, Sherry Avenue to the west, Denison Street to the south and Berry Road to the east. Phase 2 is bounded by Iowa Street to the north, Sherry Avenue to the west, Main Street to the south, and Berry Road to the east.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

- Phase 1 completed 01/19/17;
- Five bids received 08/09/18 for Phase 2 work with low bidder being PM Construction and Rehab, LLC of Pasadena, TX;
- NUA award to PM Construction and contract in amount of \$1,348,501 approved 08/28/18;
- Notice to Proceed issued effective 09/17/18 with completion by 06/12/19;
- 9 payments have been processed for total of \$1,199,788 or 90% of the contract amount;
- All pipe-bursting, open trench installation and manhole rehab work is complete;
- Concrete sidewalk and street repairs are complete.
- Project acceptance and final change order approved by NUA 08/27/19.
- Staff has worked with homeowners in the area to resolve issues with restoring yards to pre-construction condition.
- Close out project in December 2019

Sewer Maintenance Project FYE17 (WW0307): This annual project will rehabilitate about 23,800 feet of sewer and 105 manholes, in the area bounded by Cave Creek Street and Pinecrest Street to the north, partially Sequoyah Trail and partially Woodcrest Creek Drive to the west, Rock Creek Road to the south, and 12th Avenue NE to the east.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering. Line Maintenance staff completed television work in March 2017. NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 7/26/16; Line Maintenance completed additional survey of existing manholes along 12th Avenue NE/Main to determine need for repair/replacement in FYE17 project; Staff expects to advertise project in November.

Sewer Maintenance Project FYE18 (WW0316): Annual project will replace about 27,800 feet (5 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Westbrook Terrace to the North, Highway 9 to the Southwest and Berry Road to the East. Preliminary project layout and scope definition are complete.

Engineer: Staff with assistance from Lemke Surveying and Cardinal Engineering

- Line Maintenance staff completed television work 10/19/18 and forwarded to NUA engineering staff;
- NUA approved professional services expenditure with Lemke for surveying and drafting assistance on 02/12/19;
- Lemke completed initial survey work and delivered draft plans to NUA 07/03/19.
- Plans are being reviewed by Line Maintenance and NUA staff.

Sewer Maintenance Project FYE19 (WW0321): Annual project may replace about 22,000 feet (over 4 miles) of residential sanitary sewer lines and rehabilitate or replace about 108 manholes in the area bounded by Peter Pan St. to the North, 24th Ave SW to the west, Westbrook Terrace to the south, and Berry Road to the East. Preliminary project layout and scope definition are in progress. Line Maintenance has begun internal video survey of project area. No design work to date, awaiting new on-call contract approval to award contract to Lemke for surveying and drafting assistance.

Engineer: Staff with assistance from local surveyor

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects. This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16. Since completion of WRF Phase 2, staff is considering using UV disinfected effluent in lieu of chlorinated effluent for compost irrigation. Staff and APAI requested variance from DEQ reuse rules to accomplish this change on 02/15/18. Staff and APAI met with DEQ 03/29/18 to discuss the proposed variance; DEQ advised NUA on 07/18/18 that the variance was conditionally approved. APAI and staff negotiated scope and price of Compost Reuse Pump Station project; the NUA approved Contract 1819-82 with APAI 12/11/18 to design the project using UV reuse water at the compost facility. Staff met with APAI on 02/08/19 to discuss project with Compost Facility staff and discuss potential project solutions. 100% plans submitted to DEQ 06/19/19 and the DEQ approved the plans 07/15/19. Pre-Bid Conference held 09/12/19 with five contractors attending; bids will be opened 09/19/19. Four bids were received 09/19/19 ranging between \$438,670 and \$635,892 and were much higher than estimated; staff has met with low bidder in attempt to reduce costs and is awaiting additional information

WRF Reuse Pilot Study (WW0317): Project will consider treatment alternatives to produce highly treated effluent at the WRF suitable for discharge into Lake Thunderbird. Pilot project may be co-funded through a Bureau of Reclamation grant. FYE19 funding is for preliminary engineering with pilot phase to be funded in future years. Letter regarding pilot study protocol submitted to DEQ June, 2019. Application was submitted in September and we are awaiting response from BOR whether we will receive matching funds for project.

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

Lift Station D Force Main Replacement (WW0091): Another portion of the Lift Station D 16" ductile iron force main along 12th Ave N.E. is severely deteriorated and in need of replacement. Approximately 3,500 feet of this force main to just south of Rock Creek Road was replaced with 20-inch PVC in 2009. The area needing replacement because of continued breaks is on the west side of 12th from the end of the previous project to the point where it begins to gravity flow near the 12th Avenue Recreation Center. The project is expected to require 2,300 feet of new 20-inch piping, three air release vaults, and a new receiving manhole. The project is currently on hold pending

easement due to the change of ownership for the Sutton Wilderness and potential lease/purchase by City of Norman.

Engineer: PEC, Inc.. (Chris Grizer)

Summit Valley Interceptor (WW0278): The Summit Valley interceptor will extend 12 and 15-inch sewer line northerly from the Summit Valley development to the existing Eastridge LS and allow the Eastridge LS constructed in the 1980's to be removed from service. The existing Summit Valley LS has capacity to serve the area served by the Eastridge LS. Bid Opening – June 27, 2019, Construction Contract Award – August 13, 2019, Start of Construction – September 5, 2019. At the end of October, the Contractor has completed approximately 35% of the project.

Engineer: SMC Consulting, Inc. (Chris Anderson)

Class A Sludge / Co-Composting (WW0312): This Project includes evaluation of biosolids co-composting via the windrow method to achieve Class A Biosolids for the Norman Utilities Authority (Owner) in Norman, Oklahoma. An evaluation of sites near the Water Reclamation Facility (WRF) will be evaluated as well. This scope of services also includes modification and update to Norman Water Reclamation Facility's existing Sludge Management Plan.

Technologies were screened and Windrow Composting was determined by the Engineer to be the best alternative due to capital cost and operational familiarity considerations. The engineering contract was approved November 2018, Staff and Garver made multiple visits to similar facilities from April to June, Draft of the TM1 was submitted in July, and TM1 completed September 6, 2019

Engineer: Garver, Inc. (Steve Rice)

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

To allow for the new facility, the current WRF treatment processes must be protected which may require temporary storage of the trucked wastes delivered to the WRF while water quality testing is performed to verify its acceptability. Preparation of an engineering study and design is budgeted for FYE19 while construction is budgeted the following year. Engineering contract approved in April 2019, Staff and Olsson toured OKC septage facility in May. The TM1 was received in July and TM2 is expected in October. Estimated completion of report in November.

Engineer: Olsson, Inc. (Kevin Rood)

WATER PROJECTS:

Waterline Relocation: Robinson Under I-35 (WA0195): RFP 1314-28 distributed to consultants on 09/06/13; 14 proposals received 10/09/13; Alan Plummer and Associates (APAI) selected and NUA approved preliminary design contract on 01/28/14. Draft Engineering Report (ER) received 04/18/14 and Final ER received 09/25/14. NUA approved APAI Amendment 1 for final design 10/14/14; plans received 06/05/15 were submitted to ODOT 06/12/15; ODOT approved permit for proposed I-35 crossings. Final plans submitted to DEQ 01/12/16 and were approved 01/29/16. APAI submitted easement acquisition documents and all easements/ROW were executed and filed. Project advertised 04/21/16 and pre-bid conference held 05/15/16; 3 bids were received 05/19/16 with McKee Utility Contractors submitting low bid. Award, contract and bonds were approved by NUA 06/14/16 and work began 06/15/16.

Phase I project under I-35 included 3,440 linear feet (LF) of 30-inch water line (with 1,030 LF installed in 48-inch steel casing) and 3,400 LF 12-inch waterlines. McKee completed 30-inch waterline on 12/22/16 to qualify for early completion incentive. All work was completed ahead of schedule on 03/23/17. Final change order #1 reconciled as-bid to as-built quantities and incorporated early completion bonus for net increase of \$26,371.86 (or 0.79%) for a final contract amount of \$3,364,057. CO#6 and acceptance of the Phase I Robinson Waterline project was approved by NUA 06/27/17.

NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase II waterline between Crossroads Blvd. and the Brookhaven Water Tower. 80% plans received and are being reviewed by NUA staff as well as the Street and Traffic divisions of the Public Works (PW) Department. Staff is working with the PW Department to obtain conceptual approval of the proposed traffic control plan to be made a part of the construction documents. Flood Plain permit #598 approved 04/02/18 for open trench construction of Brookhaven Creek. 80% Plans returned to APAI 05/08/18; working toward advertisement in September 2018 with construction beginning in January 2019. Revised plans received 10/26/18 and were returned to APAI on 11/8/18 for revision. Revised plans received and submitted to DEQ 11/28/18 for review. Project advertised 12/27/18 and pre-bid meeting was held 01/8/19 with 11 contractors attending. Bids were opened 02/14/19 and six bids were received with Central Contracting Services being the low bidder at \$2,845,591. NUA approved award to Central Contracting Services and approved contract and bonds on 03/26/19. Notice to proceed issued with contract time starting on 04/15/19 and continuing for 270 through 12/11/19. Preconstruction Conference held 07/18/19; Contractor initiated work installing steel casing and 30-inch piping under Brookhaven Creek 09/03/19. Payment of \$1,139,539 or 40% of the \$2,845,591 contract amount has been paid;

Construction has been slowed by numerous underground obstructions and requirement to work in only one lane of Robinson east of 36th; only 400 feet of pipe installed in last month or about 20 feet per working day.

Phase 1 Construction is complete and awaiting chlorination and bacteriological testing; closure of the southern approach to the intersection of Robinson and 36th NW is imminent.

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. Final engineering invoice from Benham received and final payment has been made; staff will soon request ODOT reimbursement.

Waterline Replacement: Interstate Drive (WA0245): Project will replace approximately 7,500 feet of failing ductile iron water lines with PVC pipe to reduce service disruptions to customers and damage to driveways and streets. The project is located along North Interstate Drive from Sooner Fashion Mall north to Northwest Boulevard and along Copperfield Drive from Northwest Blvd. to Interstate Drive with an extension west into Springbrook Addition. New piping will include about 3,600 feet of 12-inch and 2,700 feet of 8-inch PVC pipe.

Engineer: Cardinal Engineering

- Proposals for engineering design of the project received 7/10/18;
- Cardinal Engineering selected and the NUA approved Contract K-1819-72 totaling \$90,400 on 2/26/19;
- Kickoff meeting held 03/11/19;
- 50% plans received 04/22/19 and returned 05/06/19;
- Additional surveying work approved 05/14/19;
- Staff is coordinating this work with ongoing WL construction by Sooner Fashion Mall
- Amendment #1 to Cardinal design contract to be approved by NUA 08/27/19;
- Expect to bid project in late fall 2019.

Waterline Transmission: Timberdell and Chautauqua to Jenkins and Constitution – Segment D (WA0239): Project will install approximately 4,800 feet of 24-inch PVC C900 along the south side of Timberdell Road and then along the east side of Jenkins Ave within Reaves Park to the south side of Constitution Avenue. The existing 12-inch ductile iron pipe within Reaves Park will be abandoned and services will be transferred over to the new main. This

project was recommended by the 2003 Water Master Plan (Segment D) and the future connection down to Highway 9 will be done by a future construction project.

Additionally, the recommended portfolio for the 2060 Strategic Water Supply Plan recommended a future non-potable irrigation system from the Water Reclamation Facility to irrigate Reaves Park to reduce the demand on the water system. This project will now be designed and bid with an alternate to install the recommended 16-inch non-potable water line parallel to the proposed 24-inch potable water line. The easement was acquired from OU in March; the engineering design was completed in June and submitted to DEQ. The DEQ permit was received in August and an invitation to bid was issued September 19, 2019, Bid opening was October 10, 2019 and Contract is expected to be awarded November.

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

Waterline Transmission: Robinson Avenue Water Line Replacement (Phase III) – 24th Avenue NW to Flood Ave

(WA0242): Project will reinstall approximately 6,800 feet of 30-inch PVC C900 along Robinson Avenue from just east of the 24th Avenue NW to Flood Avenue. The new 30-inch line will replace the existing 16-inch line. This project will also replace approximately 2,100 feet of 12-inch water line from Canterbury Street to Flood Avenue. The Preliminary alignment was reviewed in April 2019 and the estimated completion of field design was in August, estimated completed design in November, invitation to bid January 2020.

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

Waterline Replacement: Flood Avenue - Robinson to Venture (WA0328): Project will replace approximately 12,700 feet of 16-inch water line from Robinson Street to Tecumseh Road, and about 2,900 feet of 12-inch from Tecumseh to Venture Drive with 16-inch C900 PVC pipe. The existing ductile iron pipe is not compatible with the corrosive clay soils. It is failing, causing service disruptions to customers and damage to driveways, streets, and yards. In combination with this project, the potential for using existing wells along Flood for blending back into the water system using the existing pipe after rehabilitation will be evaluated. Design is funded in FYE19, with construction funded in FYE20. Engineering contract approved March 26, 2019. Project kickoff meeting was held in April. Completion of field investigation in June with an estimated submittal to DEQ in DEcember, Final design in February 2020 and invitation to bid in March 2020.

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

Gray Street Waterline Replacement (WA0202/WA0224): C. H. Guernsey and Company was selected for the design of the Gray Street Waterline Replacement. Plans are under review. CO#2 to Berry WL project will be considered on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Acres to the project; this was originally part of the Gray Street project. NUA approved Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224. Work is being delayed due to desire to not have Gray Street under construction at same time as Main Street Enhancement by PW. Kickoff meeting held; Lemke Surveying completed survey work for project in late October; design process is underway. Supplemental survey data collected by drone flying over project area; accuracy and detail received is outstanding. Staff is working with the Street Department to install new waterline under 3 intersections associated with the Lahoma Street reconstruction project which crosses the Gray/Tonhawa WL Replacement project. NUA and Guernsey staffs walked majority of project 05/02/18 to finalize proposed location and construction methodology. Open trench construction with pavement repairs was generally chosen in lieu of directional drilling at increased depth with pavement repairs at entry points and service line locations. 50% plan review completed in May 2019; submittal of Railroad permit application in June; Floodplain permit submittal and hearing July/August. Completion of design in September, submittal to DEQ for permit in September, completion of railroad permit in September and invitation to bid October 24, 2019. Bid opening November 14, 2019, Contract award December 12, 2019

Engineer: Guernsey (Larry Roach)

Water Treatment Plant Expansion (WA0291/WB0292): Phase II design will include the installation of ozone treatment, UV treatment, an upgrade of the high service pumps serving the pressure plane, on-site chlorine generation, new ammonia feed system, and additional SCADA improvements. Design contract with Carollo approved by NUA 05/22/12. Ozone pilot study began in October 2012 and was complete March 2013. Pilot plant results and preliminary engineering plans presented to NUA 07/08/14 with total project costs estimated at \$33,540,000. NUA approved final engineering contract on 02/10/15. Design plans completed and DEQ approved all variances

associated with the project. The NUA loan in the amount of \$31 million was approved by OWRB January 17, 2017. NUA approved acceptance of loan January 24, 2017 and loan closing was January 31st with a rate of 2.81% locked in for 15 years. Bids were opened 3/23/17. Low bidder was Foley Company of Kansas City, Missouri followed by Archer Western and Garney. NUA approved Foley Company's contract and bonds in the amount of \$29,990,165 5/9/17. Staff held the pre-construction meeting 5/31/17 and construction is underway. Contractor began by relocating lines that interfered with new chemical building. Contractor completed 104 required piers for chemical building, installed all ductwork, poured slab and building is roofed and equipment being installed. Contractor excavated ozone contact basin, installed piping, poured slab and completed roof. Contractor excavated UV building, poured slab and inside is nearing completion. Large piping was completed that passed through UV building. First partial plant shutdown was held 11/13/17 and the project has required 5 others to date. All shutdowns have been without issue. The high pressure plane pumps have been installed and were placed back in operation 4/23/19. Maintenance building is 99% complete and is being used to store equipment. Administration building is 90% complete. Contractor has completed \$26,171,510 of the \$30,515,462 total contract. Staff is running new Sodium Hypochlorite (chlorine) system for two weeks and if successful with no disruptions, gas chlorine cylinders will be shipped back to manufacturer. The new Liquid Ammonium Sulfate (LAS) is currently be fed as well as Fluorosilicic acid (fluoride). Project completion date is anticipated to be January 2020.
Engineer: Carollo Engineers (Amber Wooten)

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

Water Rights Permitting Cowan (WA0212): Cowan submitted a technical memorandum 7/1/16 for staff's review and edits. Staff met with Cowan Group December 7, 2016 and decided to pursue Option #3 of the technical memorandum which states to obtain additional water rights for the upcoming 10-12 wells. Cowan was in a holding pattern until Carollo finalized well sites. Cowan received well locations from Carollo March 12, 2018 and have been revising approach for seeking water rights to fully utilize former prior water rights. Cowan has also been asked to plan a water right coverage to fully supply the horizontal well. Cowan discussed at the well kick-off meeting January 23, 2019 that prior water rights would be transferred for all new wells drilled and they will provide sufficient water rights so that additional rights are not needed at this time. Cowan has begun the water rights process and working with OWRB to complete application before October 1, 2019. After application, they will publish legal notice in paper and mail notifications. Public meeting will be later in process January or February, 2020.
Engineer: Cowan Group (Tim Ward)

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

Blending - This project considers a portion of our well field as non-potable and assumes non-potable waterlines from about 7 southern wells can be blended with treated water at our WTP to meet a new Chromium MCL (and/or other metals of concern) by constructing about 5 miles of waterline. Projects will be constructed in phases to continue utilization of our existing well field as much as practical. Carollo reviewed a blending scheme and directed staff to gather additional information related to past gross alpha results. The first batch of samples suggested merit to the idea that Uranium data might contribute more to the readings and thus inflate our past reported values. Additional samples were taken May 2017 and results again confirmed Uranium data was incorrect and inflating the reported values. Staff and Carollo met with DEQ to share new compliance data findings on April 6, 2017 and again on July 6, 2017 to request permission to reactivate wells. DEQ agreed but directed Norman to use an Oklahoma DEQ certified lab to perform first quarter compliance sampling beginning September 2017. Samples were collected in September by staff and the results came back once again that the water met all rules regarding gross alpha. DEQ agreed the samples were safe regarding Adjusted Gross Alpha and DEQ inspected and gave permission for the wells to be returned to service in January 2018. The well field count is now up to 32 active wells from being at 31 previously. The design for a blending scheme will be delayed until deemed necessary.

Wellfield - Carollo and staff held a coordination meeting with ACOG the morning of July 18th and also held a kickoff meeting the afternoon of July 18, 2016. ACOG prepared a map showing potential thick sands that will be targeted for future wells. Carollo used this information along with GIS data and composed a more robust map to better define future well locations to pursue. Additionally, it was decided to stay with ½ mile spacing so that maximum yields can be achieved. Carollo received modeling information from APAI which allowed them to proceed with optimizing the best well sites based on proposed groundwater treatment plant sites. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo performed an optimization model and 20 of the 45 well sites stand out as sites to begin with. Carollo and staff prepared an addendum to their contract and it was approved by NUA 2/13/18. The next step is to approach land owners to negotiate test well sites. A Frequently Asked Questions sheet has been drafted and will be utilized with potential well site land owners. Test wells are expected to begin in September 2018. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements for potential well sites. Approximately 8 landowners are interested and staff is moving forward with securing documents for 5 of them. Well Construction bids were opened and read aloud October 18, 2018. Layne Christensen was low bidder and a contract in the amount of \$4,714,421.72 was approved November 27, 2018 at NUA meeting. Held kick off meeting January 23, 2019 and again met February 27, 2019. Layne has drilled all test holes and plan to begin final well drilling January 2020. All 11 well site easements and deeds were approved by NUA on October 22, 2019. Engineer: Carollo Engineers (Rebecca Poole)

Project Tasks/Dates:

- Well Drilling Began – February 2019
- Estimated Completion – May 2020

Horizontal Well Feasibility Study – Garver met with staff and proposed an option that could be advantageous for future Norman wells. Normal wells are drilled vertically down through various sand layers. Screens are placed at each sand layer to allow the water in the sand layer to enter the well and be removed by pumping. Horizontal wells are directed down to the sand layer and then steered horizontally within the sand layer. This will significantly increase the ability for water to enter the well since it is dependent on the amount of screen surface area against the sand layer. A few consultants have approached staff to further investigate this concept that is unproven in this aquifer but has a potential to yield much more water per well. Staff finalized a contract with Garver and NUA approved it February 14, 2017. Staff supplied past well data to Garver and a draft technical memorandum was submitted to staff for review. Garver partnered with Pumps of Oklahoma and researched how much more water can be expected utilizing horizontal water wells. They also reviewed the operation and maintenance that the City can expect with a completed horizontal well. The oil and gas industry has utilized these types of wells and have found great success in increased yields. The water industry has only applied this concept for river (alluvial) wells but not for sand layers deeper into aquifer formations such as the Garber-Wellington. Staff coordinated a meeting between Garver and selected peer review team interested in vetting the concept of deep horizontal wells for domestic water. The group met Friday 12/1/17 and had no major concerns with the concept. Staff and Garver presented findings to NUA 12/5/17 and again there was support for the concept to date. Staff and Garver met again with 2 hydrogeologists on 1/12/18 to finalize comments received to date. Staff prepared an amendment to Garver's contract to begin Phase II of the Design which will include test wells as part of the investigation. The NUA approved amendment 2/13/18 which allows Garver to proceed with Technical Memorandum (TM) #2. The findings from this TM will determine if the NUA will move forward with drilling the wells or not. The next step to drill a test well awaits permission granted by a potential landowner. Staff is working with Carollo and their sub-consultant to obtain necessary access agreements. Two of these landowners are not interested and one has not responded to mailed letters and/or been contacted. Staff proposed a site near one of the chosen sites and the landowner accepted offer. The horizontal test well began drilling in September and staff awaits results of water quality from the various sand zones. Another test was drilled in October at a different land site and it showed favorable results in both sand thickness and water quality. Staff and consultant held meeting Friday November 9, 2018 and both agreed that a proposal and cost should be brought forth for NUA consideration to proceed with the next phase of drilling a horizontal well as a pilot project. Staff met with consultant and discussed options of normal construction bid build, Construction Management at Risk (CMAR), Public Private Partnership (PPP). Staff met again with consultant to select a path forward and it was decided to bring a PPP plan for NUA further discussion. The plan was received June 2019 and staff is reviewing and will provide comments to Contractor July 16, 2019. A meeting was held August 1 and water quality portions of a potential contract were discussed. Staff met several times and after fully vetting the risk/reward regarding water quality, it was decided to postpone any additional work on horizontal well. Staff will instead shift focus to vertical wells to complete the project to obtain 2 MGD additional water supply. A final letter was mailed to CWS and Garver thanking them for their work thus far and confirming we will not pursue a horizontal well at this time.

Engineer: Garver Engineers (Mary Mach)

Ion Exchange and Stannous Chloride Reduction Removal of Chromium Pilot Project – March 2016 the Bureau of Reclamation's Science & Technology Program approached the NUA and asked to trial two other types of known treatment for Chromium VI removal. The first lead lag unit was installed into Well #48 10/28/16. NUA staff assisted in the installation and type of treatment piloted was ion exchange using a resin that is specific for adsorbing Chromium from the water. The lead lag system at Well #48 worked well and did finally exhaust the media. Once the chromium adsorbs to the resin media, the columns can be sent back to a lab for regeneration and the resin media can be re-used. The next trial was scheduled for ion exchange to run the columns in parallel as shown below. Unfortunately, FEDEX shipment damaged a few of the tubes and this unit awaits the replacement tubes. The resin media from the lead lag was shipped to U.C. Davis for regeneration. They investigated cost effective ways of regenerating media using brine.

RCF - The second type of treatment at Well #44 was Reduction Coagulation Filtration utilizing Stannous Chloride. The pilot unit was commissioned November 30, 2016. There is much known literature utilizing Ferrous Sulfate and or Ferrous Chloride but stannous chloride is a newly discovered less expensive form of treatment that has the water treatment industry excited.

BOR and WTP crews installed the RCF system at Well #44 and the system works by reducing the Cr VI (dissolved form) into Cr III (solid form particulate). Once it forms the particulates, they are filtered and removed from the water. The stannous chloride is a liquid which is pumped into the well stream which goes through a reaction column. After the reaction column, cartridge filters are utilized to remove the chromium particulates. Sample ports are utilized throughout the sequence to analyze the amount of chromium in the water and the goal is to reduce the chromium to levels below 10 ppb. As shown from a snap shot of Cr VI data on 12/15/16,

SP1=94 ppb, SP2=7 ppb, SP3=1 ppb, SP4=6 ppb, SP5=1 ppb. The project has experienced some difficulties with the cartridge filters allowing small amounts to pass through. BOR thinks Norman could pursue larger mixed media filters similar to what is used at the WTP. They applied and were approved to extend their study of the filters in particular. BOR staff returned October 12, 2017 and constructed a pilot to perform additional testing on our well water and set up a deeper bed media filter system. In addition, they set up 3 pipe materials to test for any possible precipitation to pipe walls. BOR has extended the project and now expect results by late Fall of 2019.

Master Meter Project – Bids to install 10 master meters were opened 7/24/14. An agenda item was taken to Council but suspended until written documentation was obtained from USPS, MNTC, JD McCarty, and Veterans Center. On 6/19/17, staff received approval from USPS to install one meter and vault to accommodate a water line project they had underway. This project was completed 7/27/17. The permission letter they provided allows staff to complete the two other sites for USPS. Staff has made contact with MNTC and is scheduling a meeting in April 2018 to obtain similar written documentation to allow for the 3 new meter vaults to be installed on their property. Staff contacted the State of Oklahoma to obtain similar letter for JD McCarty and Veterans Center which have 2 new meter vaults each to be installed. Staff met with State of Oklahoma Real Estate officials and they requested additional information but seem amenable to our project. Additional documents were sent for their review. They emailed they are currently reviewing documents as of 6/6/18. Staff is designing a project along Robinson that will front the J.D. McCarty Center and the Veteran's Center. Staff is planning to meet with State officials as part of that effort. Staff has been unable to establish a meeting with MNTC.

Engineer: In House

WTP Backwash Tower Resurfacing Project – This project has been delayed as to not interfere with the current ongoing WTP Phase II project. Staff met with a consultant that will be preparing the specifications for recoating. NUA approved design contract with Dunham Engineering on September 25, 2018. Preliminary design was complete by June 2019 and construction will not be scheduled until October 2019 after the work of WTP Phase II is complete. Project opened bids September 12, 2019. CTEX from Texas was apparent low bidder at \$220,000. NUA approved the contract October 22, 2019. Staff is delaying a few weeks before issuing NTP due to contractor not ready at water treatment plant project. Engineer: Dunham Engineering (Joe Seiter)

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

Robinson Water Line: WTP to 24th Ave NE – Freese and Nichols, Inc. was selected as the consultant for the 42-inch water line project from the water treatment plant to 24th Avenue NE. This project was identified by the water model and is also being expedited to dovetail into the Public Works 24th Street road widening project. NUA approved the contract for Freese and Nichols, Inc. at their September 11, 2018 meeting to begin design of this 42-inch water line project. Staff received 50% plans December 10, 2018 and returned comments January 7, 2019. Consultant made revisions and met again with staff on January 23, 2019. Project opened bids April 25, 2019 and McKee Utility Contractors, Inc. was low bidder at \$1.46 million. Construction clearing began July 2019 and project is 95% complete. Crews will disinfect lines next week and project will be complete by December 2019.
Engineer: Freese and Nichols, Inc. (Clay Hernden)

Robinson Water Line: 24th Ave NE to 12th Ave NE – Jacobs Engineering was selected as the consultant for the 30-inch water line project from 24th Ave NE to 12th Ave NE. The consultant prepared scope and fee in January for staff to consider and contract negotiations are underway. A scope and fee have tentatively been agreed to and a contract will be taken to NUA in November.
Engineer: Jacobs Engineering (Erika Cooper)

Water Line Replacement, Parsons Addition (WA0246): A contract (K-1819-87) with Cabbiness Engineering, LLC was approved by NUA 12/11/18. Survey has been completed and a technical design memo was completed and reviewed by staff. With the existence of several large trees that will be impacted, staff held a neighborhood meeting 4/10/19. Approximately 21 people attended representing OU, sororities and fraternities, homeowners and landlords. The direction taken from the meeting was to start this summer and work through fall until completion. Staff offered summer work only and perform over two summers but it was unanimous 21 votes to start and continue until finished. It was also decided to install water line in the street and not under sidewalks. Staff followed up with meetings between consultant and potential contractors and it was decided that the project must be split into 2 summer phases to be successful. Phase I will begin July 1, 2019 and complete December 2019. Phase II is scheduled to begin May 15, 2020 and complete August 15, 2020. Bids were opened June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019. A final walk through is scheduled for Friday November 8, 2019. Staff will bring final as-bid to as-built quantities and change order for NUA consideration in December.
Engineer: Cabbiness Engineering, LLC (Sean Price)

Line Maintenance Building/WRF Storage Building: Project will construct new building for Line Maintenance Division consisting of 49 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing.
RFP issued 06/12/18 for this work with proposals due 07/15/18.
On 08/07/18, staff selected Barrett L. Williamson Architects. to design and provide limited construction assistance for the two building projects.
Draft scope of work provided to staff 11/08/18; comment provided and proposed contract K-1819-142 was forwarded to Architect 04/19/19.
Architect suggested changes in revised to standard language in contract which was forwarded to legal staff 06/14/19
Staff is still working to finalize contract language and contract amount and expects to bring a contract forward to NUA in August 2019.

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SANITATION CAPITAL PROJECTS:

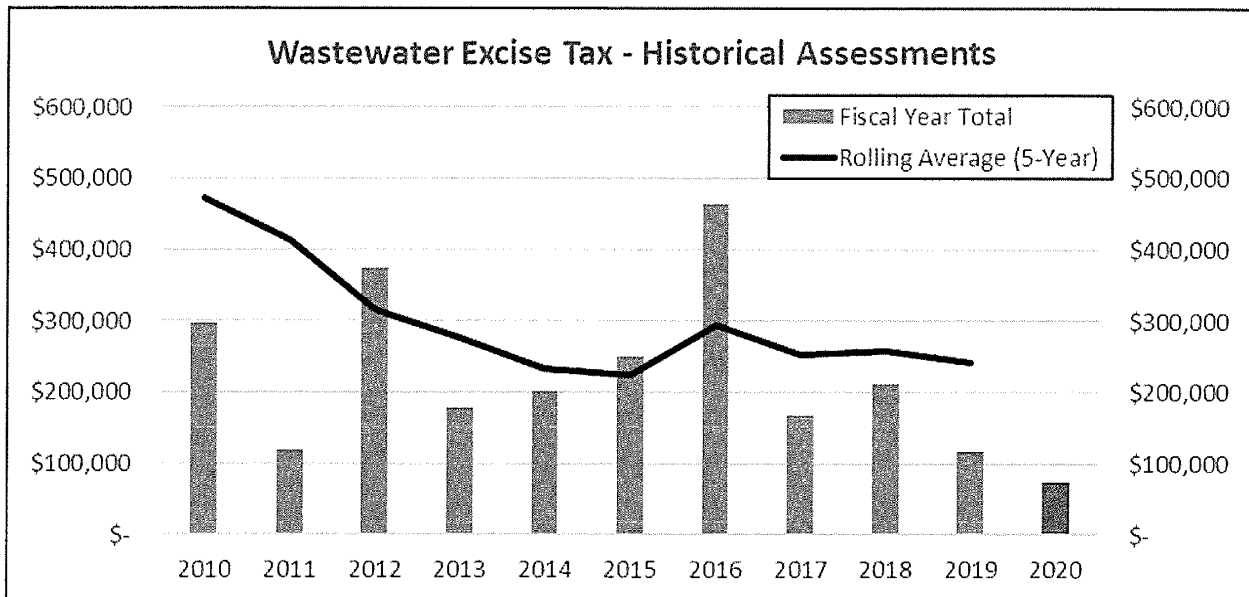
Truck Wash Facility (SA0015)/ Container Maintenance Facility (SA0009): Project will provide an automated truck wash facility at the sanitation storage yard north of the WRF and will provide a new enlarged maintenance, and regulatory compliant welding and painting facility for solid waste collection containers.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

A Household Hazardous Waste Facility will also be included within this project. This Facility is necessary to allow for City residents a timely disposal option for household wastes that cannot be disposed using their normal polycart service. Currently, an annual collection day is held for City residents to dispose of their items but this has proven to be challenging in recent years. Draft scope received in March 2019 and the contract was review completed and approved in July. Staff and Studio Architects visited other HHW facilities in May. Draft engineering report expected in November.

Architect: Studio Architects, LLC (George Winters)

RECOUPMENT/PAYBACK PROJECTS:

WRF Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 10 commercial entities last month. Assessments of \$12,279.20 were made on 6 entities whose projects will increase wastewater flows (4 applications not assessed). Through October, 37 commercial properties were reviewed and a total of \$86,411.68 has been assessed. Below are graphs showing the amount assessed and the number reviewed.



NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. Staff is working to issue payback checks to developers in November 2019.

Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.

North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.

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

24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. UNP Professional Center Lot 5 paid \$8,848.53 on 10/13/17 and Shops at Tecumseh Crossing paid \$9,485.15 on 10/06/17; total payback to date is \$87,074 of original project cost of \$346,134.

Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.

Interstate Drive Waterline Payback: NUA approved new payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the associated agenda item. This agenda item will likely be considered concurrently with the proposed Ruby Grant Payback project described below.

Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Staff has completed agenda item to declare the project a payback project but must wait for lowest bid price to be determined.

Plan Review

Received by Utilities	Name	Description	Engineer	Returned by Utilities	Days to Return
10/1/2019	Artisan Crossing	Water	Tuttle & Associates	10/8/2019	7
10/15/2019	Lakewood Apartments	Water	ROCA Engineering	10/21/2019	6

Private Water Well Permits Issued

0 well permits were issued for month of October.

Utilities Administration
Monthly Capital Projects Report

Project Information			Design Information			Construction Information									
Project Number	Project Name	Ward	Engineer	Design Total	Total to Date	% Comp	Contract Amount	Contract End	Adjusted Amount	Amount Paid	Percent Change	Sched. Complete	Sched. %	Actual %	Complete Date
WAWB0292	WTP Phase II Improvements	6	Carollo	5,392,737	5,063,783	94%	29,990,165	5/15/2019	30,515,462	24,013,384	1.75%	12/6/2019	97%	79%	
WAW0173	Master Meter Replacement	5,6	Staff	-	-		24,060	7/31/2017	24,060	24,060	0.00%	NA	-	100%	
WAW0212	Water Wells Water Rights Permitting	5,6	Cowan	79,284	48,048	61%		NA				NA	-		
WAW0212	Water Wells and Supply Lines	5,6	Garver	74,800	74,800	100%		NA				NA	-		
WAW0214	Water Well Blending	5,6	Carollo	-	-			NA				NA	-		
WAW0235	Test Wells and Water Wells	5,6	Carollo	758,254	591,222	78%	4,714,422	7/24/2020		485,598		7/24/2020	53%		
WAW0235	Water Wells and Supply Lines	5,6	Garver	306,790	188,279	61%		NA				NA	-		
WAW0235	Ground Water Supply Lines	5	Garver												
WAW0235	Ground Water Supply Lines	5	Cardinal												
WAW0239	Waterline Segment D, Phases 3, 4 & 5	4	Poe & Associates	194,000	104,086	54%		NA				NA	-		
WAW0242	Robinson WL: WTP to 24th Ave NE	6	Freese and Nichols	168,400	156,955	93%	1,458,063	12/24/2019		437,457	-100.00%	12/24/2019	78%		
WAW0242	Robinson WL: 24th Ave NE to 12th Ave NE	6	Jacobs					NA				NA	-		
WAW0246	WL Replacement: Parsons Addition	6	Cabiness	125,900	92,950	74%	828,112	12/28/2019	828,112			12/28/2019	72%	0%	
WAW0274	WTP Backwash Tower Rehab	2,4	Dunham Engineering	30,000	10,000	33%		NA				NA	-		
WAW0011	WW Flow Metering Phase 2	all	RJN	-	-		154,244	NA	154,244	130,982	0.00%	NA	-	85%	
WAW0195	Robinson-35 WL Replacement Phase II	3	Plummer	628,060	604,683	96%	2,845,591	1/10/2020	2,845,591	1,139,539	0.00%	1/10/2020	77%	40%	
WAW0245	Interstate Drive Waterline Replacement	8	Cardinal	108,400	80,287	74%		NA				NA	-		
WAW0329	Line Maintenance Building	6	Barrett L. Williamson					NA				NA	-		
WAW0318	WRF Maintenance Building	7	Barrett L. Williamson					NA				NA	-		
WAW0058	Effluent Reuse at Composting Facility	7	Plummer	45,800	41,867	91%		NA				NA	-		
SA0016	Composting Reuse Pump Station	7	Plummer	67,000	48,955	73%		NA				NA	-		
WAW0202	SMP FYE 2014 Phase 2	2,8	Staff / Lemke	50,010		0%		NA				NA	-		
WAW0305	Lift Station Upgrades, FYE17	6,8	Lemke/CP&Y	69,800	65,083	93%		NA				NA	-		
WAW0307	Sewer Maintenance Project FYE 2017	6	Staff / Lemke	78,400		0%		NA				NA	-		
WAW0308	SE Lift Station Payback	5	Search, Inc.					NA				NA	-		
WAW0316	Sewer Maintenance Project FYE 2018	2	Staff / Lemke	53,000		0%		NA				NA	-		
WAW0321	Sewer Maintenance Project FYE 2019	2	Staff / Lemke					NA				NA	-		
WAW0195	Robinson WL Replacement Phase III	3	Plummer	280,000		0%		NA				NA	-		
WAW0202	Gray/Main WL	4	Guernsey	39,400	39,400	100%		NA				NA	-		
WAW0224	Gray/Tonhawa Water Line	4	Guernsey	87,200	14,325	16%		NA				NA	-		
WAW0239	Waterline Segment D, Phase 5	7	Poe & Associates		(see above)			NA				NA	-		
WAW0328	WL Replacement: Flood-Robinson to Venture	8	CP&Y	311,000		0%		NA				NA	-		
WAW0050	Truck Wash/Container Rehab (SA0009)	7	Studio Architecture	18,700	18,700	100%		NA				NA	-		
WAW0091	Lift Station D Force Main Phase 2	6	PEC	55,800		0%		NA				NA	-		
WAW0278	Summit Valley Interceptor	5	SMC Consultants	54,000	11,000	20%		NA				NA	-		
WAW0312	WRF Class A Sludge Co-Composting	7	Garver	106,900	41,790	39%	579,975	1/7/2020	579,975		0.00%	1/7/2020	50%	0%	
WAW0240	24th NE WL: Robinson to Alameda	6	Cardinal/Alkins					NA				NA	-		
				9,183,635	7,296,214	79.45%	35,807,588		36,812,185	28,095,760	76.32%				

**OCTOBER 2019
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS

	October	Year to date
Fats, oil and grease (FOG) program	39	131
Food license approval	0	2
Significant Industrial Users	6	12
Total inspections	45	145

ROUTINE ACTIVITIES

	October	Year to date
Significant Industrial User sites sampled	1	4
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	25%	50%
Household hazardous waste disposal calls	17	90
Immediate assistance requested	0	6

REVENUE

	October	Year to date
FOG Program	\$0.00	\$0.00
Surcharge	\$6,500.94	\$48,971.50
Lab Analysis Recovery	\$1,685.00	\$9,304.81
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$8,185.94	\$58,276.31

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

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

CLEVELAND COUNTY LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support including attending meetings and preparation of minutes.

MISCELLANEOUS ACTIVITIES

1. Staff maintain and loan out recycling containers for special events. Containers are routinely used at the OKC Memorial Marathon, Earth Day, May Fair, Summer Breeze concerts, Midsummer Nights Fair, Groovefest, and 2nd Friday Art Walks.
2. Working on Phase II of the Fats, Oils and Grease Program (FOG) - to include OU businesses, fraternities, sororities, and long-term care facilities.
3. As of October, 2019, approximately 61,700 gallons of grease/solids had been prevented from entering the sanitary sewer in FYE 20 as a result of the FOG program.
4. Staff is working with other departments to increase energy efficiency - i.e. turning off computers, duplex printing, anti-idling, methane recovery, and retrofitting pumps with variable speed drives.
5. DEQ and staff are working with the Product Stewardship Institute on a statewide effort to initiate take-back programs similar to Oregon's take-back program for paint.
6. Implementing a Dental Amalgam Program to comply with new federal regulations.
7. Working on annual renewals for participants in the FOG Program.
8. Staff is assisting with plans for a permanent HHW facility
9. Staff applied for and received a grant from DEQ for equipment for the new HHW facility
10. Preparing for the annual HHW event

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

WATER TREATMENT DIVISION

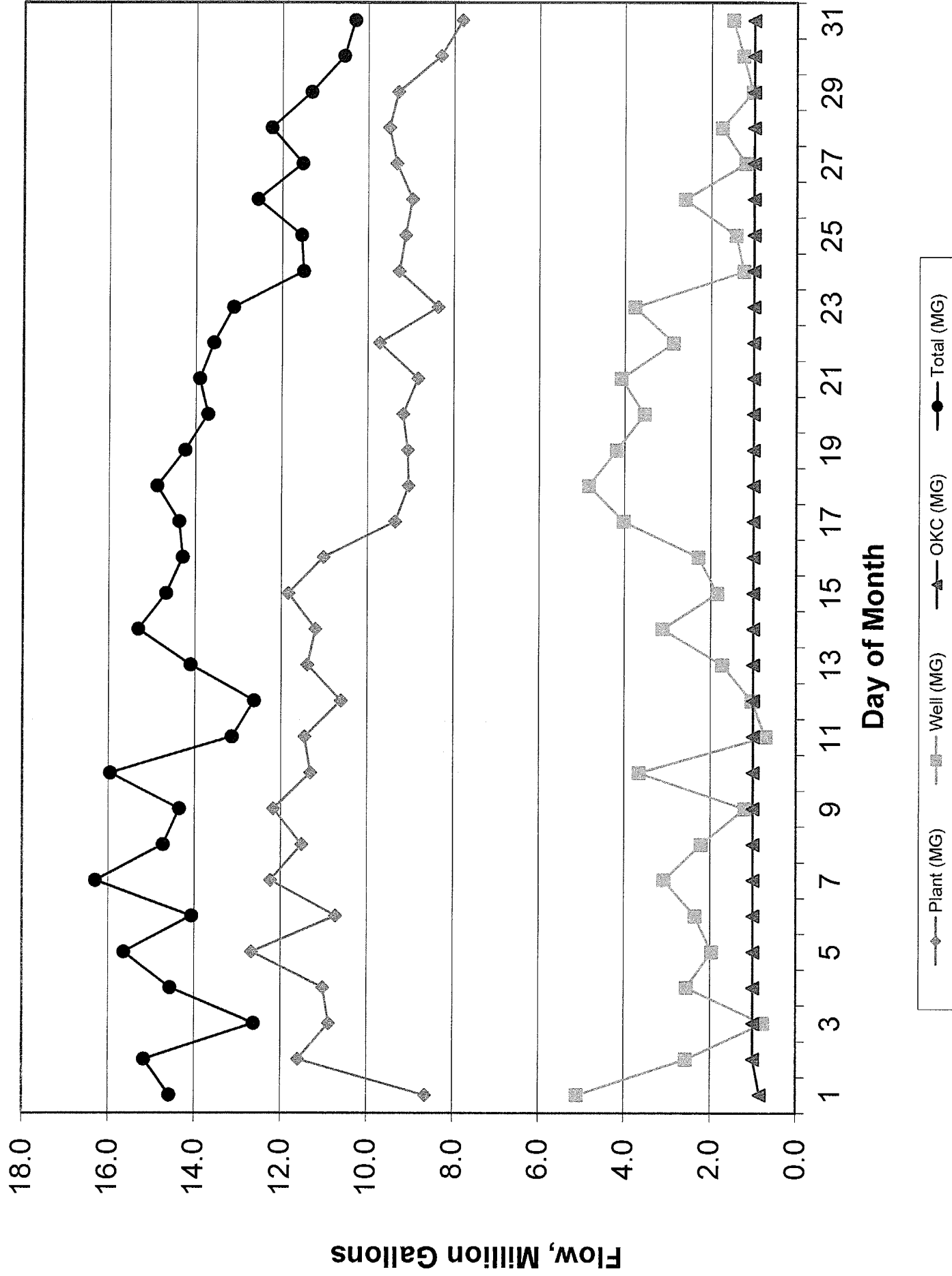
MONTH: October-2019

	FYE 2020		FYE 2019	
	This month	Year to date	This month	Year to date
Water Supply				
Plant Production (MG)	315.31	1557.75	240.37	1399.07
Well Production (MG)	78.50	400.18	76.90	247.50
Oklahoma City Water Used (MG)	30.82	121.51	28.43	127.71
Total Water Produced (MG)	424.63	2079.44	345.69	1774.28
Average Daily Production	13.70	16.91	11.15	14.43
Peak Day Demand				
Million Gallons	16.30	22.20	13.97	21.29
Date	10/7/2019	8/20/2019	10/4/2018	7/16/2018
System Capacity (see note 1)	23.35	23.35	23.35	23.35
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$666,007.71	\$2,732,696.17	\$508,813.65	\$2,115,608.41
Wells	\$204,656.89	\$868,976.33	\$200,995.03	\$800,399.79
OKC	\$79,440.89	\$322,078.24	\$81,925.19	\$342,733.36
Total	\$950,105.49	\$3,923,750.74	\$791,733.87	\$3,258,741.56
Cost per Million Gallons				
Plant	\$2,112.25	\$1,754.26	\$2,116.82	\$1,512.15
Wells	\$2,606.96	\$2,171.49	\$2,613.75	\$3,234.00
OKC	\$2,577.66	\$2,650.54	\$2,882.15	\$2,683.64
Total	\$2,237.49	\$1,886.93	\$2,290.29	\$1,836.66
Water Quality				
Total Number of Bacterial Samples	80	320	80	364
Bacterial Samples out of Compliance	0	0	0	2
Total number of inquiries (Note 2)	5	12	0	16
Total number of complaints (Note 2)	4	15	2	23
Number of complaints per 1000 service connections	0.10	0.37	0.05	0.57
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	1	4	1	4
Public Education				
Number of tours conducted	1	4	1	6
Number of people on tours	14	91	2	110

Notes:

Phase II construction - UV building 95% complete, chemical building - feed lines are being tested. Administration building windows are being installed. Staff repaired lime slurry loop pump. Phase II construction completion scheduled for January 14th, 2020

Water Production for October 2019



City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
October 1-31 2019

Flow Statistics

	FYE 2020		FYE 2019	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	328.4	1321.3	397.5	1405.0
Total Effluent Flow (M.G.)	326.2	1288.0	387.2	1349.0
Influent Peak Flow (MGD)	18.7	18.7	20.1	20.2
Effluent Peak Flow (MGD)	18.4	18.4	20.1	20.2
Daily Avg. Influent Flow (MGD)	10.9	10.8	13.3	11.5
Daily Avg. Effluent Flow (MGD)	10.6	10.3	12.5	11.0
Precipitation (inches)	2.0	7.6	6.4	20.9

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	230	154
Effluent Carbonaceous Total	2	2
Percent Removal	99.1	98.7
Total Suspended Solids:		
Influent (mg/L)	255	171
Effluent (mg/L)	4	3
Percent Removal	98.4	98.2
Dissolved Oxygen:		
Influent (min)	0.3	0.8
Effluent (min)	7.0	6.1
pH		
Influent (Low)	6.9	7.6
(High)	7.5	7.8
Effluent (Low)	7.1	7.3
(High)	7.5	7.7
Ammonia Nitrogen		
Influent (mg/L)	30.7	22.9
Effluent (mg/L)	0.1	0.3
Percent Removal	99.7	98.5

Utilities

Electrical

Total kWh Used (Plant wide)	479,840	1,756,880	424,020	1,681,260
Aeration Blowers, WSL&Headworks	173,700	600,900	125,800	591,400
UV Facility	64,000	290,200	48,800	197,000

Natural Gas

Total cubic feet/day (plant wide)	660,000	2,006,000	622,000	1,654,000
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Public Education (Tours)	1	15	3	18
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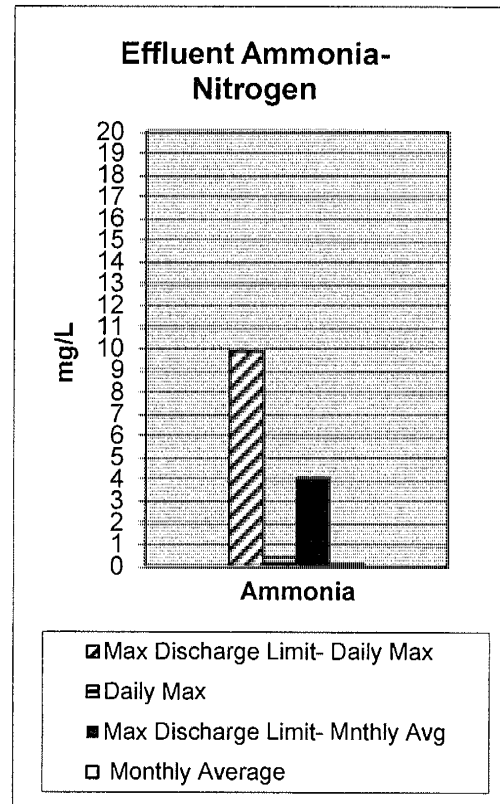
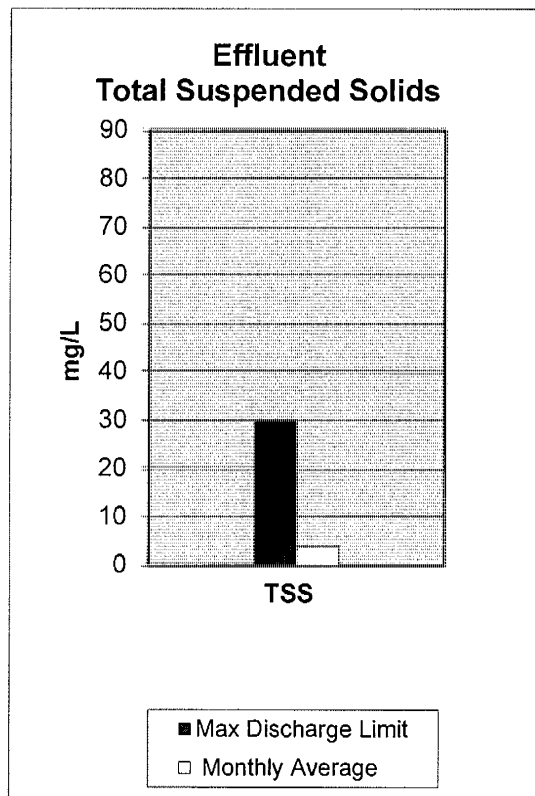
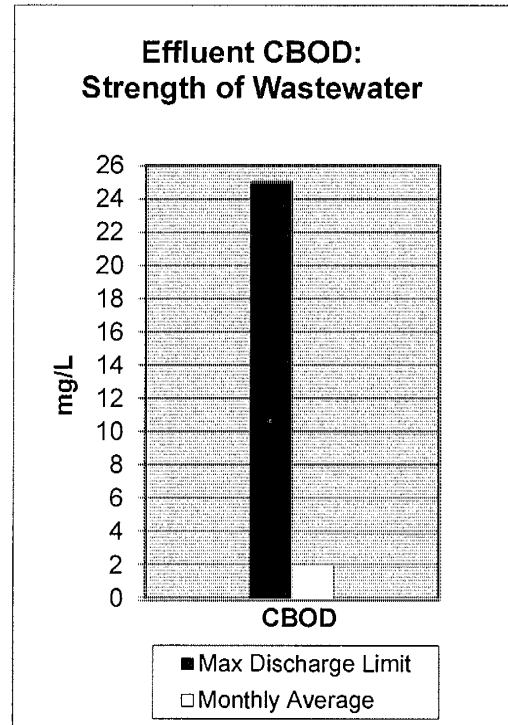
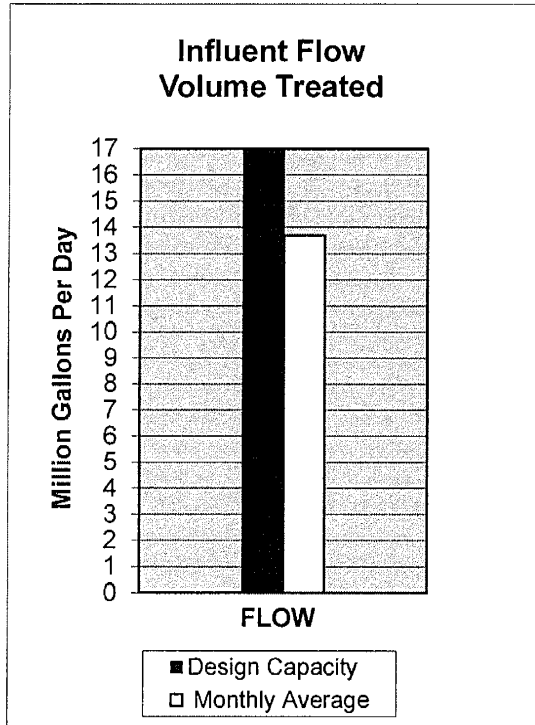
Total Attendees for FYE 20	24	41
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Reclaimed Water System (MG)	0.0	0.0	0.0	0.0
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OU Golf Course	10.5	52.7	7.1	42.9
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Fecal Coliform Geometric Mean **103** for October 2019 (Limit is 1000)

CITY OF NORMAN
WATER RECLAMATION FACILITY
October 2019



Comments here

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 20		FYE 19	
October, 2019	MONTH	YTD	MONTH	YTD
New Meter Sets:	29	162	34	163
Number Short Sets	28	161	34	22
Number Long Sets	1	1	0	41
Average Meter Set Time	5.38	5.15	10.10	6.95
Number of Work Orders:				
Service Calls	517	1,759	412	1,476
Meter Resets	0	1	1	8
Meter Removals	2	2	1	12
Meter Changes	113	333	39	116
Locates Completed	538	2,013	474	1,743
Number of Water Main Breaks	15	60	8	46
Average Time Water Off	1.80	2.26	1.23	3.70
Fire Hydrants:				
New	0	0	1	3
Replaced	2	4	0	1
Maintained	85	441	44	314
Number of Valves Exercised	114	542	133	415
Feet of Main Construction	0	1,083	470	2,097
Hours of Main Construction	258	1,611	461	2,207
Meter Changeovers	2	15	0	16
OJI Percentage	0.00	0.53	0.00	0.00
Hours Flushing/Testing New Mains	53	212	32	141
Hours Worked Outside of Division	121	259	136	173

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 20		FYE 19	
October, 2019	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	0	1	0	1
Property Owner Responsibility	29	83	23	73
TOTAL	29	84	23	74
Number of Feet of Sewer Cleaned:				
Cleaned	95,187	355,090	98,977	462,476
Rodded	8,020	17,357	5,775	14,725
Foamed	0	81,183	83,224	83,224
SL-RAT (New Program)	35,893	39,023	NEW PROGRAM	
TOTAL	139,100	492,653	187,976	560,425
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	0	0	1
Private	1	2	0	1
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	1	2	0	2
Feet of Sewer Lines Televised	11,185	83,832	32,621	84,759
Locates Completed	284	1,048	286	1,111
Manholes:				
Inspected	915	3,380	1,467	3,919
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	6	9	0	0
Hours Worked at Lift Station	186	612	222	798
Hours Worked for Other Departments	214	281	168	168
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.52	0.47	0.490	0.45
Claims Paid Per 10,000 People	0	0.01	0	0

CURBSIDE MONTHLY RECYCLING REPORT**Oct-20****PROGRAM STATISTICS**

	AVERAGE
	MONTH
SET OUT/PARTICIPATION RATE:	91%
AVERAGE TONS PER DAY :	17.25
POUNDS PER HOME:	28.52

COMMODITY BY TON

	% of Total	TONS
ALUMINUM BEVERAGE CAN	1.24%	6.63
#1 PET	4.00%	21.4
NEWS	0.00%	0
GLASS CONTAINERS	14.55%	77.84
MIX PAPER	38.26%	204.68
PLASTIC FILM	2.66%	14.23
#2 NATURAL	1.19%	6.37
#2 COLOR	1.09%	5.83
#3-#7	0.00%	0
METAL	0.59%	3.16
RIGIDS	1.41%	7.54
TIN-STEEL SCRAP	1.62%	8.67
TRASH	22.24%	118.98
OCC	11.15%	59.65
TOTAL	100.00%	534.98

	MONTH
SERVICE CALLS (MISSES)	39
HOUSESIDE	9
REMINDER	3
SCATTERED	0
MISC.	0
REPAIR	6
NEW	43
ADD	7
MISSING	9
EXCHANGE	1
REPLACE	9
PICK UP	8
TOTAL CALLS	134.00

	MONTH
LANDFILL COST AVOIDANCE	\$10,565.86

Drop Center Report

OCTOBER 2020

MONTHLY UNIT PRICES	Revenue per ton	Proc. Fee	LBs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$550.00	\$0.00	0	0	0	\$19.75	\$348.97	\$6,892.16
PLASTICS:	\$30.00	\$0.00						
STEEL CANS:	\$15.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$10.00	\$0.00						

RECYCLING CENTER DATA:	#9	Fairgrounds	Hollywood
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	TONS		TONS		Total Tons	PRO/FEE	Revenues	Net
	TONS		TONS					
ALUMINUM:	0.09		0.3		0.34	0.73	\$0.00	\$401.50
PLASTICS:	1.13		3.59		3.52	8.24	\$0.00	\$247.20
STEEL CANS:	0.13		0.7		0.66	1.49	\$0.00	\$22.35
MIXED OFFICE PAPER:	2.17		6.32		23.17	31.66	\$0.00	\$0.00
CARDBOARD:	5.3		20		20.83	46.13	\$0.00	\$461.30
RECYCLING CENTER TOTALS:	8.82		30.91		48.52	88.25	\$0.00	\$1,132.35

Cardboard	Other Cardboard Containers		Compactors	
	TONS	Revenues	TONS	Revenues
		63.19		25.98
		\$631.90		\$259.80

Expenses	Average hrly+ benefits				MXD Office	Total
	Cage Rolloff	Cardboard	Occ Compact			
Hours	48	563.14	14	18		643.14
Labor \$	\$1,285.44	\$15,080.89	\$374.92	\$482.04		17233.2892
Vehicle cost	\$0.00	\$232.49	\$0.00	\$0.00		232.49

	Income	Expense	Net
Revenue			
	\$2,024.05	\$17,455.78	\$ (15,431.73)

Total All Recycle and Cardboard	
Tons	Revenues
	\$2,024.05

Total Recycle Only	
Tons	Revenues
	\$671.05

Total Cardboard	
Tons	Revenues
135.3	\$1,353.00

SANITATION DIVISION PROGRESS REPORT

SUMMARY 2020

	FYE 19		FYE 20	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	3	10	1	2
<u>On The Job Injuries</u>	0	1	1	2
<u>Bulk Pickups</u>	0	123	0	99
<u>Refuse Complaints</u>	70	306	95	363
<u>New Polycarts Requests</u>	61	220	57	237
<u>Polycarts Exchanges</u>	15	58	8	37
<u>Additional Polycart Requests</u>	59	267	55	251
<u>Replaced Stolen Polycarts</u>	19	105	19	83
<u>Replaced Damaged Polycarts</u>	103	425	78	371
<u>Polycarts Repaired</u>	48	177	65	213

COMPOST MONTHLY REPORT

OCTOBER 2020

	MONTH
TONS BROUGHT IN BY COMPOST CREWS:	394.91
LANDFILL TIPPING FEE'S	\$ 19.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 7,799.47
TONS BROUGHT IN BY PUBLIC:	580.00
TONS BROUGHT IN BY CONTRACTORS :	890.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	40.00
LANDFILL TIPPING FEE'S	\$ 19.75
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 29,822.50
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 37,621.97
REVENUE COLLECTED FROM COMPOST SALES:	\$2,110.00
REVENUE COLLECTED FROM MULCH SALES:	\$0.00
REVENUE COLLECTED FROM DUMP SALES:	\$1,300.00
TOTAL TONS COLLECTED	1,904.91

	MULCH CUBIC YDS MONTH	COMPOST CUBIC YDS MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC	7,400	
SELF LOADING BIN		
DRYING BEDS	320	
COMPOST SOLD BY CUBIC YARDS		634
MULCH SOLD BY CUBIC YARDS		
TOTAL:	7,720	634

MONTHLY TRANSFER STATION REPORT
October 2020

	TONS PER MONTH	REVENUE PER MONTH
O.U. TONS	375.85	\$17,304.10
COMMERCIAL TONS	1,170.78	\$61,769.50
CASH TONS:	433.05	\$11,889.88
PULL OFFS:	14.00	\$210.00
TOTALS:	1,993.68	\$91,173.48

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	483.00

# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	8934.67
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# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0.00
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# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00
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TOTAL LOADS BROUGHT TO LANDFILLS:	483.00
GRAND TOTAL TONS TO LANDFILLS	8,934.67

DISPOSAL COST PER TON (OKC)	\$19.75
TIPPING FEE'S FOR DUMPING AT OKC:	\$176,459.73
GRAND TOTAL TIPPING FEE'S	\$176,459.73

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	639.00
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# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3971.84
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# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	770.00
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# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2975.84
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TOTAL LOADS BROUGHT TO TRANSFER STATION: BY SANITATION TRUCKS:	1409.00
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TOTAL TONS BROUGHT TO TRANSFER STATION BY SANITATION TRUCKS:	6947.68
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MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	2.99
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TOTAL TONS RECEIVED AT TRANSFER STATION	8930.35
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