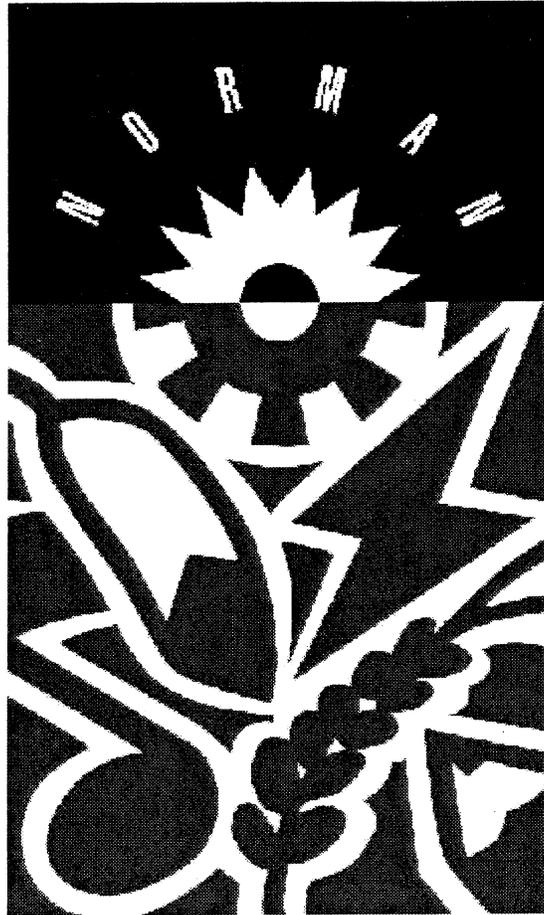


City of Norman



Monthly Departmental Report

July 2017

MONTHLY PROGRESS

TABLE OF CONTENTS
MONTHLY PROGRESS REPORTS

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

CITY CLERK 1

**CITY CLERK
MONTHLY PROGRESS REPORT
JULY 2017**

CITY CLERK

ACTION CENTER					
DEPARTMENT	NUMBER OF CALLS	FYE YTD	DEPARTMENT	NUMBER OF CALLS	FYE YTD
Animal Control	8	90	Noise	0	33
Building Permits	10	165	Norman Forward Questions	0	1
CDBG	1	15	Parks and Recreation	28	222
City Clerk	17	*429	Planning	19	86
City Manager/Mayor	1	20	Police	29	302
Code Enforcement	66	602	Recycling	0	21
Engineering/Public Works	39	247	Sanitation	26	333
Finance	6	82	Sidewalks	2	32
Fire/Civil Defense	3	43	Storm Debris	0	47
Human Resources	3	27	Storm Water	17	*239
Information (General)	25	312	Streets	21	234
Information Technology	1	15	Street Lights	17	251
Legal	5	57	Traffic	34	266
Line Maintenance	17	130	Utilities	10	118
Municipal Court	3	36	WC Questions	0	0
			WC Violations	0	1
Total for June		401	Total FYE YTD		4,446

WC (Water Conservation)

* Volume due to Citywide Garage Sale
Volume due to Stormwater Utility Fee

LICENSES

11 new licenses were issued during the month of July. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER ISSUED	FYE YTD	LICENSE TYPE	NUMBER ISSUED	FYE YTD
Food	1	506	Bee Keeper	0	6
Class I Beer	1	139	Solicitor/Peddler (30 day)	1	7
Class II Beer	1	143	Solicitor/Peddler (60 day)	1	3
Mixed Beverage	0	64	Solicitor/Peddler (one day)	0	9
Mixed Beverage/Caterer	0	32	Coin-Operated Devices	0	493
Brewer or Distiller	0	4	Game Machines	0	255
Wine & Beer/Winemaker	0	10	Taxi/Motorbus/Limousine	0	6
Temporary Food (30 day)	1	30	Impoundment Yard	0	3
Temp Food (180 day)	2	30	Salvage Yard	0	1
Temp Food (one day)	1	29	Transient Amusement	0	1
Kennel	0	28	Special Event	2	29
Pawnbrokers	0	5	Special Event Beer	0	3
Retail Liquor Store	0	22	Sidewalk Dining	0	13

Existing Establishment/New Owner

NAME	ADDRESS	LICENSE TYPE(S)
Tulio's Mexican Restaurant	1000 Alameda Street	Food Service
Tulio's Mexican Restaurant	1000 Alameda Street	Class I Beer
Tulio's Mexican Restaurant	1000 Alameda Street	Class II Beer

Monthly Progress Report

July 2017

Page 2

- 1 1 Day Temporary Food Permit was issued to R 'Lil Diner for July 11, 2017
- 1 30 Day Temporary Food Service License was issued to Buzzard Lips Catfish & Chicken for July 29, 2017 through August 24, 2017
- 1 180 Day Temporary Food Service License was issued to Grassroots Grub for July 12, 2017 through January 7, 2018
- 1 180 Day Temporary Food Service License was issued to Super Taco Loco for July 5, 2017 through December 31, 2017
- 1 Special Event License was issued to Norman Arts Council for July 14, 2017, for 2nd Friday Art Walk
- 1 Special Event License was issued to Stash for July 24, 2017, for 2nd Friday Art Walk
- 1 30 Day Door-to-Door Solicitor/Peddler License was issued to Renewal by Anderson of Oklahoma for July 27, 2017 through August 25, 2017
- 1 60 Day Door-to-Door Solicitor/Peddler License was issued to CoxCom for July 24, 2017 through September 21, 2017

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
07-12-17	Maryam Singery for Farzin Paknia	Damages to vehicle – claimant alleges on July 4, 2017, she ran over a metal object causing damage to her tire and a small dent that scraped the paint in the wheel well at the 700 block of Lindsey Street.	\$ 582.09
07-20-17	Verenice Sanchez	Damages to vehicle – claimant alleges on July 7, 2017, a police vehicle rear-ended her car while stopped at a red light on Main Street and 26 th Drive.	\$ 2,293.50
07-20-17	Kanaan Goldstein	Damages to vehicle – claimant alleges on July 17, 2017, a police vehicle rear-ended her car while trying to avoid a collision with another car at 2200 West Main Street.	\$ 2,162.25
07-25-17	Southwestern Bell Telephone Company d/b/a AT&T	Damages to buried cable – claimant alleges on March 1, 2017, Utilities crew at 3129 Greenwood damaged a buried cable while installing a waterline.	Undetermined
07-25-17	NMD Holdings, L.L.C. d/b/a Norman Mitsubishi	Damages to vehicle – Claimant alleges on June 4, 2017, a Sanitation truck backed into their parked vehicle at Jimmy's Egg Restaurant parking lot located at 2539 West Main Street.	\$ 3,431.14
07-25-17	Bill G. Baker	Damages to tire – claimant alleges on July 1, 2017, his wife was traveling east on Lindsey Street between McGee Avenue and Berry Road and drove over a drainage grate that was not secure, and caused damage to tire and rim.	\$ 67.66
07-25-17	Jeffrey J. Brown	Additional claim for rental car fees - Claimant alleges on May 11, 2017 a police vehicle struck his car at Jenkins Avenue and Lindsey Street. Original claim was filed on May 12, 2017, and administratively paid \$1,408.83 on June 27, 2017.	\$ 206.49
07-31-17	Maryam Singery for Farzin Paknia	Additional claim for transportation fees – claimant alleges on July 4, 2017, she ran over a metal object causing damage to her tire and a small dent that scraped the paint in the wheel well at the 700 block of Lindsey Street. Original claim filed on July 12, 2017 for \$582.09.	\$ 46.42

CLAIMS ADMINISTRATIVELY PAID

NAME	JUSTIFICATION	DATE PAID	AMOUNT PAID
Southwestern Bell Telephone Company d/b/a AT&T Oklahoma	Reimbursement for damaged buried cable after performing ditch work on March 1, 2017 at 5998 West Robinson Street.	07-21-2017	\$ 836.04
Tonya Reed	Reimbursement for vehicle damaged after a rock from a City mower struck the left rear window on June 26, 2017, on the 1600 block of West Tecumseh Road.	07-24-2017	\$ 110.00

LAWSUITS FILED

NAME	JUSTIFICATION	DATE FILED	AMOUNT
Tyler Gulledege	City negligence, bodily injuries and medical expenses – claimant alleges he sustained injuries as a result of a fall into a hole in the grassy area on July 15, 2015, on the west side of 24 th Avenue S.E. between East Alameda Street and East Lindsey Street.	07-20-2016	In excess of \$ 75,000.00

CONFERENCES

A City Council Conference was held on July 11, 2017, a presentation regarding the Lower Imhoff Creek Study and discussion regarding a potential City-Wide Election Date to be held in October or November for the Renewal of the OG&E Franchise Agreement and Councilmember Election Charter Amendment Issues.

STUDY SESSIONS

A City Council Study Session was held on July 18, 2017, to discuss a potential City-Wide Election for voters' consideration of Charter Amendments concerning Councilmember Election Matters and City-Wide Election for the renewal of the OG&E Franchise Agreement.

FACILITY MAINTENANCE

1A

**City of Norman Facility Maintenance
July 2017 Monthly Hourly Materials Cost Report**

		Data			
Craft	Location	Labor Hrs.	Labor Cost	Materials Cost	Total
Custodial	Administration Building-201	89.00	\$1,076.93	\$0.00	\$1,076.93
	Building A	53.50	\$675.92	\$0.00	\$675.92
	Building B	118.50	\$1,527.49	\$0.00	\$1,527.49
	Building C	53.50	\$675.92	\$0.00	\$675.92
	Library	189.50	\$2,329.50	\$0.00	\$2,329.50
Custodial Total		504.00	\$6,285.76	\$0.00	\$6,285.76
Doors and Hardware	Administration Building-201	3.00	\$79.71	\$0.00	\$79.71
	Building B	3.00	\$86.78	\$0.00	\$86.78
	Building C	1.00	\$26.57	\$0.00	\$26.57
	Fire Station 5	2.00	\$53.14	\$36.90	\$90.04
	Norman Investigations Center	1.00	\$26.57	\$0.00	\$26.57
Doors and Hardware Total		10.00	\$272.77	\$36.90	\$309.67
Electrical	Administration Building-201	2.00	\$57.86	\$0.00	\$57.86
	Animal Welfare	5.00	\$144.64	\$0.00	\$144.64
	Building A	2.00	\$57.86	\$0.00	\$57.86
	Building C	2.00	\$57.86	\$16.54	\$74.40
	Facility Maintenance	3.00	\$85.81	\$0.00	\$85.81
	Fire Station 1	2.00	\$57.86	\$0.00	\$57.86
	Fire Station 4	10.00	\$289.28	\$62.10	\$351.38
	Fire Station 9	4.00	\$115.71	\$0.00	\$115.71
	Line Maintenance	2.00	\$57.86	\$0.00	\$57.86
	Parks-Andrews	2.00	\$57.86	\$0.00	\$57.86
	Parks-Community	3.00	\$85.81	\$0.00	\$85.81
	Police Range-Main Bldg	3.00	\$86.78	\$0.00	\$86.78
	Water Reclamation Facility-Other	25.00	\$723.19	\$29.50	\$752.69
	Water Wells	5.00	\$144.64	\$59.27	\$203.91
Electrical Total		70.00	\$2,023.00	\$167.41	\$2,190.41
General Maintenance	Administration Building-201	6.50	\$185.67	\$3.59	\$189.26
	Fire Administration	1.00	\$26.57	\$0.00	\$26.57

**City of Norman Facility Maintenance
July 2017 Monthly Hourly Materials Cost Report**

General Maintenance	Library	2.00	\$53.14	\$13.18	\$66.32
	Whittier Recreation Center	1.00	\$26.57	\$0.00	\$26.57
General Maintenance Total		10.50	\$291.95	\$16.77	\$308.72
Heating/Ventilation	12th Avenue Rec Center	15.00	\$448.46	\$92.50	\$540.96
	Animal Welfare	8.00	\$239.18	\$770.67	\$1,009.85
	Building A	1.50	\$69.64	\$0.00	\$69.64
	Building B	26.00	\$802.64	\$0.00	\$802.64
	Building C	16.00	\$494.89	\$20.06	\$514.95
	Fire Station 2	8.00	\$239.18	\$0.00	\$239.18
	Fire Station 5	3.00	\$89.69	\$0.00	\$89.69
	Fire Station 9	1.00	\$46.43	\$0.00	\$46.43
	Historic Museum	8.00	\$239.18	\$0.00	\$239.18
	Lindsey Yard-Administration	4.00	\$115.71	\$0.00	\$115.71
	Little Axe Rec Center	2.00	\$59.80	\$0.00	\$59.80
	Norman Investigations Center	4.00	\$119.59	\$5.73	\$125.32
	Police Range-Skeet Range Bldg	4.00	\$119.59	\$0.00	\$119.59
	Senior Citizens Center	3.00	\$106.23	\$0.00	\$106.23
	Sooner Theatre	9.00	\$269.08	\$56.26	\$325.34
	Transfer Station	4.00	\$119.59	\$0.00	\$119.59
	Water Reclamation Facility-Environment	4.00	\$119.59	\$0.00	\$119.59
	Water Reclamation Facility-Main Control	4.00	\$119.59	\$60.83	\$180.42
	Water Reclamation Facility-Other	8.00	\$239.18	\$0.00	\$239.18
	Water Treatment Plant	5.00	\$149.49	\$0.00	\$149.49
	Westwood Tennis Center	4.00	\$133.21	\$0.00	\$133.21
Heating/Ventilation /Air Conditioning Total		141.50	\$4,339.95	\$1,006.05	\$5,346.00
Lighting	12th Avenue Rec Center	8.00	\$231.42	\$0.00	\$231.42
	Administration Building-201	29.00	\$838.90	\$46.11	\$885.01
	Building A	17.00	\$491.77	\$0.00	\$491.77
	Building B	3.00	\$86.78	\$9.67	\$96.45
	Fire Station 4	24.00	\$694.26	\$179.25	\$873.51
	Fire Station 8	27.00	\$781.05	\$99.03	\$880.08
	Library	17.50	\$506.23	\$124.20	\$630.43
	Lindsey Yard-Administration	2.00	\$57.86	\$0.00	\$57.86

**City of Norman Facility Maintenance
July 2017 Monthly Hourly Materials Cost Report**

Lighting	Parks-Griffin	4.00	\$115.71	\$0.00	\$115.71
	Senior Citizens Center	4.00	\$115.71	\$0.00	\$115.71
	Sooner Theatre	2.00	\$57.86	\$0.00	\$57.86
	Westwood Clubhouse	1.25	\$34.95	\$0.00	\$34.95
	Whittier Recreation Center	18.00	\$519.73	\$0.00	\$519.73
Lighting Total		156.75	\$4,532.23	\$458.26	\$4,990.49
Miscellaneous	Administration Building-201	12.00	\$328.55	\$0.00	\$328.55
	Building B	6.00	\$163.58	\$0.00	\$163.58
	Building C	2.00	\$73.00	\$0.00	\$73.00
	Facility Maintenance	12.00	\$340.34	\$0.00	\$340.34
	Fire Station 2	1.00	\$28.93	\$0.00	\$28.93
	Library	10.00	\$269.86	\$0.00	\$269.86
	Norman Investigations Center	2.00	\$92.86	\$0.00	\$92.86
	Senior Citizens Center	1.00	\$26.57	\$0.00	\$26.57
	Westwood Clubhouse	2.00	\$73.00	\$0.00	\$73.00
Miscellaneous Total		48.00	\$1,396.68	\$0.00	\$1,396.68
Pest Control	Line Maintenance	1.00	\$26.57	\$4.04	\$30.61
Pest Control Total		1.00	\$26.57	\$4.04	\$30.61
Plumbing	12th Avenue Rec Center	2.00	\$54.53	\$0.00	\$54.53
	Animal Welfare	4.00	\$106.28	\$0.00	\$106.28
	Building A	1.00	\$26.57	\$0.00	\$26.57
	Building B	6.00	\$159.41	\$0.00	\$159.41
	Compost Facility	4.00	\$106.28	\$0.00	\$106.28
	Fire Station 1	6.00	\$159.41	\$0.00	\$159.41
	Fire Station 2	2.00	\$53.14	\$0.00	\$53.14
	Fire Station 4	1.00	\$46.43	\$0.00	\$46.43
	Fire Station 6	1.00	\$26.57	\$0.00	\$26.57
	Fire Station 7	2.00	\$53.14	\$0.00	\$53.14
	Fire Station 8	1.00	\$26.57	\$0.00	\$26.57
	Fire Station 9	2.00	\$53.14	\$7.99	\$61.13
	Firehouse Art Center	1.00	\$26.57	\$0.00	\$26.57
	Historic Museum	2.00	\$54.53	\$4.09	\$58.62
	Irving Rec Center	3.00	\$79.71	\$114.52	\$194.23

**City of Norman Facility Maintenance
July 2017 Monthly Hourly Materials Cost Report**

Plumbing							
Library	4.00	\$107.66	\$0.00	\$107.66	\$0.00	\$107.66	\$0.00
Little Axe Rec Center	3.00	\$79.71	\$12.27	\$79.71	\$12.27	\$91.98	\$0.00
Park Maintenance-Shop	3.00	\$79.71	\$0.00	\$79.71	\$0.00	\$79.71	\$0.00
Parks-Andrews	4.00	\$106.28	\$0.00	\$106.28	\$0.00	\$106.28	\$0.00
Parks-Community	6.00	\$159.41	\$28.63	\$159.41	\$28.63	\$188.04	\$0.00
Parks-Griffin	4.00	\$107.66	\$4.09	\$107.66	\$4.09	\$111.75	\$0.00
Parks-Neighborhood	4.00	\$146.00	\$0.00	\$146.00	\$0.00	\$146.00	\$0.00
Parks-Reaves	5.00	\$152.71	\$0.00	\$152.71	\$0.00	\$152.71	\$0.00
Parks-Reaves Center	1.00	\$26.57	\$8.18	\$26.57	\$8.18	\$34.75	\$0.00
Police Range-Classroom A	2.00	\$53.14	\$0.00	\$53.14	\$0.00	\$53.14	\$0.00
Police Range-Main Bldg	1.00	\$26.57	\$0.00	\$26.57	\$0.00	\$26.57	\$0.00
Sanitation	1.00	\$26.57	\$0.00	\$26.57	\$0.00	\$26.57	\$0.00
Santa Fe Depot	2.00	\$54.53	\$0.00	\$54.53	\$0.00	\$54.53	\$0.00
Senior Citizens Center	6.00	\$159.41	\$0.00	\$159.41	\$0.00	\$159.41	\$0.00
Sooner Theatre	2.00	\$53.14	\$8.18	\$53.14	\$8.18	\$61.32	\$0.00
Water Treatment Plant	6.00	\$159.41	\$0.00	\$159.41	\$0.00	\$159.41	\$0.00
Westwood Clubhouse	21.00	\$617.53	\$0.00	\$617.53	\$0.00	\$617.53	\$0.00
Westwood Pool	4.00	\$106.28	\$0.00	\$106.28	\$0.00	\$106.28	\$0.00
Plumbing Total	117.00	\$3,254.53	\$187.95	\$3,442.48	\$187.95	\$3,442.48	\$0.00
Grand Total	1058.75	\$22,423.44	\$1,877.38	\$24,300.82	\$1,877.38	\$24,300.82	\$0.00

CITY MANAGER 2

CIP FINANCIAL STATUS 2A

COMMUNITY RELATIONS

2B

Community Relations' Office

July 2017

	July 2017	August 2017	September 2017
Number of Press Releases	9		
Media Contacts	10		
Norman News Members	863		
Website Views	188,376		
Facebook Likes	6,605		
Twitter Followers	3,229		
NORMAN FORWARD Quarterly Report	1		
Weekly Electronic Manager's Report	4		
Citizen's Satisfaction Survey			
Annual Media Planning for Staff			

DEVELOPMENT COORDINATOR 2C

City of Norman - Development Coordinator Monthly Report July 2017

Below are activities and projects that the Development Coordinator has been involved with during the month of July 2017.

General Inquiries, Contacts and Meetings

- City Council Meeting
- City Council Study Session
- Planning Commission
- East Library Construction Meeting
- Central Library Construction Meeting
- City-Wide Construction Coordination Meeting
- Lindsey Street Bridge Opening
- Meeting with developers to discuss stormwater inspections

Building Permit and Plat Application Meetings

- Discussed development requirements for new commercial development
- Assisted homeowners in permit requirements and regulations for Board of Adjustments application.
- Met with project representatives to discuss development requirements for restaurant rebuild project on Campus Corner.
- Discussed requirements with staff and project representative for two major industrial business permits.
- Met with project representatives and staff to discuss commercial development Downtown.
- Assisted representatives and staff in discussions regarding school expansion.
- Assisted homeowner in working with staff regarding zoning regulations.

Development Process Improvements

- ***Customer Service Survey for Development Services Division*** –The latest round of surveys for the July 2017 CO'ed projects has been sent.
- ***Building Permit Outreach Program*** – work continues on this project, and contacts continue being made with building permit applicants that fall into the criteria outlined in the plan concept. Periodic follow-up checks (generally every two weeks) continue taking place. The reaction to the program continues to be positive.
- ***ICC and NFPA Code Clarification Project*** – continued working with building and fire inspection staff to develop interpretations of building code/fire code compliance items that could be posted online. This project is designed to assist in making code clarifications and other information provided to contractors and developers more clear.

###

NORMAN FORWARD 2D



ADG. PC
920 W Main
Oklahoma City. OK 73106
405.232.5700 • www.adgokc.com

MONTHLY REPORT – JULY 2017

NORMAN FORWARD

DATE: August 3, 2017

PROJECT: NORMAN FORWARD

PROJECT NO: 16-003

REPORT PERIOD: July 1 through July 31, 2017

WORK THIS MONTH

1. Thursday, July 6, 2017 | 8:30 a.m. | East Library Construction Meeting
 - a. Weekly on-site construction meeting with City Staff, Globe Construction Co., MSR, and ADG to discuss critical path issues
2. Friday, July 7, 2017 | 11:00 a.m. | Parks Maintenance Facility Program Meeting
 - a. Discussion to review program created for Parks maintenance facility for creation of cost estimate and RFQ
3. Monday, July 10, 2017 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
4. Monday, July 10, 2017 | 3:30 p.m. | Citizens Financial Oversight Board Meeting
 - a. Regular meeting of the Citizens Financial Oversight Board
5. Tuesday, July 11, 2017 | 8:30 a.m. | East Library Construction Meeting
 - a. Weekly on-site construction meeting with City Staff, Globe Construction Co., MSR, and ADG to discuss critical path issues
6. Tuesday, July 11, 2017 | 11:00 a.m. | Central Library Construction Meeting
 - a. Weekly on-site construction meeting with City Staff, Flintco Construction Co., MSR, and ADG to discuss critical path issues
7. Tuesday, July 11, 2017 | 1:00 p.m. | Central Library Mechanical / Electrical / Plumbing Kick-Off
 - a. Official kick-off meeting for the Central Library with City Staff, Flintco, MSR, MODUS and ADG to prepare for MEP installation
8. Tuesday, July 11, 2017 | 1:00 p.m. | Central Library Public Art Committee Meeting
 - a. Initial meeting with public art committee for Central Library; review of site, discussion of purpose and scope, and planning for future meetings
9. Monday, July 17, 2017 | 11:00 a.m. | Weekly Coordination Meeting

S:\16-003 Norman Forward\Monthly Reports\July 2017 Monthly Report.docx



ADG, PC
920 W Main
Oklahoma City, OK 73106
405.232.5700 ▪ www.adgokc.com

- a. Weekly discussion of project schedules, budgets, and critical issues
- 10. Monday, July 17, 2017 | 2:00 p.m. | Central Library Geothermal Pre-Installation Meeting
 - a. Meeting on-site to discuss installation of geothermal system with Flintco and sub-contractors
- 11. Tuesday, July 18, 2017 | 8:30 p.m. | East Library Construction Meeting
 - a. Weekly on-site construction meeting with City Staff, Globe Construction Co., MSR, and ADG to discuss critical path issues
- 12. Tuesday, July 18, 2017 | 12:00 p.m. | Parks Maintenance Facility Program Meeting
 - a. Discussion to review program created for Parks maintenance facility for creation of cost estimate and RFQ
- 13. Wednesday, July 19, 2017 | 1:00 p.m. | Reaves Park Ad Hoc Advisory Group Meeting
 - a. Meeting of the Reaves Park Ad Hoc Advisory Group to review updated Master Plan and cost estimate from Halff and Associates
- 14. Thursday, July 20, 2017 | 10:00 a.m. | Central Library Building Information Modeling Kick-Off Meeting
 - a. Meeting to discuss building information modeling procedures and expectations with Flintco and sub-contractors
- 15. Thursday, July 20, 2017 | 2:00 p.m. | Central Library Concrete / Drilled Piers Pre-Installation Meeting
 - a. Meeting on-site to discuss preparation, process, and installation of concrete and drilled piers with Flintco, CEC, and sub-consultants
- 16. Thursday, July 20, 2017 | 3:00 p.m. | Griffin Park Ad Hoc Advisory Group Meeting
 - a. Discussion of the traffic impact analysis report and related updates to the Master Plan and cost estimate
- 17. Friday, July 21, 2017 | 11:30 a.m. | Teleconference East Library Fire Riser
 - a. Discussion regarding the East Library fire riser and pertinent building requirements and code
- 18. Monday, July 24, 2017 | 10:00 a.m. | Teleconference East Library Potential Pending Change Orders
 - a. Discussion regarding list of potential change orders, their necessity, potential impact to the schedule and budget, and recommendations from MSR
- 19. Monday, July 24, 2017 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 20. Tuesday, July 25, 2017 | 8:30 a.m. | East Library Construction Meeting



ADG. PC
920 W Main
Oklahoma City. OK 73106
405.232.5700 • www.adgokc.com

- a. Weekly on-site construction meeting with City Staff, Globe Construction Co., MSR, and ADG to discuss critical path issues
- 21. Tuesday, July 25, 2017 | 9:30 a.m. | East Library Recycling Discussion
 - a. Discussion on-site regarding the recycling center to be built at library site
- 22. Tuesday, July 25, 2017 | 6:30 p.m. | City Council Meeting
 - a. Agenda Item 13 Final Plat FP-1617-16: Consideration of a final plat submitted for Norman Public Library Central addition for property generally located at the northwest corner of the intersection of James Garner Avenue and Acres Street.
- 23. Wednesday, July 26, 2017 | 9:00 a.m. | Westwood Family Aquatic Center Construction Meeting
 - a. Regular construction meeting with McNatt and Waters Edge to discuss construction progress, critical path, and any project issues
- 24. Wednesday, July 26, 2017 | 11:00 a.m. | Westwood Delay Days Meeting
 - a. Discussion with City Staff, Waters Edge, Bill White, and ADG to discuss delay days requests from McNatt and resulting change orders and their impact on the schedule and budget
- 25. Thursday, July 27, 2017 | 8:00 a.m. | Central Library Site Safety Orientation
 - a. Orientation led by Flintco for site safety held for any and all parties involved with the project
- 26. Monday, July 31, 2017 | 10:00 a.m. | Teleconference Central Library Oak Tree
 - a. Discussion regarding the oak tree on the Central Library site and the critical path for its removal and use
- 27. Monday, July 31, 2017 | 11:00 a.m. | Weekly Coordination Meeting
 - a. Weekly discussion of project schedules, budgets, and critical issues
- 28. Monday, July 31, 2017 | 1:30 p.m. | Teleconference East Library Furnishings
 - a. Discussion led by MSR regarding the process, schedule, and budget for East Library furnishings
- 29. Westwood site visits for observation: 18
- 30. East Library site visits for observation: 10
- 31. Central Library site visits for observation: 10

WORK ANTICIPATED THE UPCOMING MONTH

- Westwood Family Aquatic Center ongoing construction
- East Library ongoing construction
- Central Library ongoing construction
- Griffin Park Master Plan adoption by Council
- Reaves Park Master Plan approval by Parks Board
- Westwood Indoor Tennis Facility conceptual design work



ADG. PC
920 W Main
Oklahoma City, OK 73106
405.232.5700 • www.adgokc.com

- Continued development of standardized contracts for use with architectural, design, and construction consultants
- Continued discussion of project budgets
- Continued discussion of indoor multi-sport facility project development
- Continued discussion of indoor aquatic center project development
- Continued discussion of senior center location and funding options

PROJECTS STATUS

1. East Library
 - a. Schedule: Construction contract awarded February 28, 2017
 - b. Budget: Within budget
 - c. Issues: No known issues
2. Central Library
 - a. Schedule: Construction contract awarded April 25, 2017
 - b. Budget: Within budget
 - c. Issues: No known issues
3. Westwood Family Aquatic Center
 - a. Schedule: Delay days submitted by McNatt; under review
 - b. Budget: Within budget
 - c. Issues: Delay days submitted by McNatt; under review
4. Griffin Park Master Plan
 - a. Schedule: On schedule
 - b. Budget: Phase I within budget
 - c. Issues: No known issues
5. Reaves Park Master Plan
 - a. Schedule: On schedule
 - b. Budget: Cost estimate in progress
 - c. Issues: No known issues
6. Westwood Indoor Tennis Facility
 - a. Schedule: Design contract awarded Tuesday, June 27
 - b. Budget: Within budget
 - c. Issues: No known issues
7. Norman Forward Program Management
 - a. Schedule: Proceeding per Implementation Plan
 - b. Budget: Proceeding per Implementation Plan
 - c. Implementation Plan: Adopted on June 28, 2016
 - d. Issues:
 - Continued discussion regarding lease for indoor multi-sport facility



ADG, PC
920 W Main
Oklahoma City, OK 73106
405.232.5700 ▪ www.adgokc.com

- Continued discussion regarding operator for indoor multi-sport facility
 - Continued discussion regarding operator for indoor aquatic center
 - Continued discussion regarding senior center location, commercial kitchen inclusion, and potential budget impact
-

SUBMITTED BY: ADG Team - Leslie Tabor, Kyle Lombardo, William Harrell, Mike Mize

CITY OF NORMAN

Department of Finance
Monthly Report –August 2017

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 August are discussed below:

Utility Services Division:

The Meter Reading Division read 41,302 meters. Out of 77 meter reading routes, 48 (62.3%) were read within the targeted 30-day reading cycle. All routes were read by the 35th day. No routes were estimated in August.

General Fund Revenues & Expenditures:

When comparing major General Fund revenue sources versus budgeted levels, revenues are below target for the month of July at -3.4%. Revenues from the City’s largest single source of revenue, sales tax, are above target at 3.0% for the year to date and 2.6% above last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 18 Budget To Date	FYE 18 Actual To Date	FYE 17 Actual To Date	FYE 16 Actual To Date
Sales Tax Revenue	\$3,150,508	\$3,246,538	\$3,163,336	\$3,172,731
General Fund Revenue	\$6,332,579	\$4,796,504	\$5,073,645	\$5,053,599
General Fund Expenses	\$6,617,130	\$5,152,164	\$7,016,516	\$7,049,966

Administration Division

	FYE 17		FYE 16	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	4,272.00	480.00	480.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	10.00	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	320.00	4,282.00	480.00	480.00
Benefit Hours Taken	65.00	495.00	59.75	59.75
TOTAL ACCOUNTABLE STAFF HOURS	255.00	3,787.00	420.25	420.25
 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	0.00	0.00		
Total Regular Hours Available	0.00	290.50	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	290.50	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
Total Regular Hours Available	960.00	13,360.00	1,440.00	1,440.00
Total Comp Time Available	3.75	16.25	1.25	1.25
Total Overtime Hours	0.00	29.00	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	963.75	13,405.25	1,441.25	1,441.25
Benefit Hours Taken	156.50	1,535.50	239.50	239.50
TOTAL ACCOUNTABLE STAFF HOURS	807.25	11,869.75	1,201.75	1,201.75
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

CITY REVENUE REPORTS

3B

City Revenue Report

**FYE 17
JULY**

**FYE 16
JULY**

Total Revenue Received (\$)	\$11,991,449	(\$11,991,449)
Utility Payments - Office (#)	2,366	(2,366)
Utility Payments - Office (\$)	\$457,931	(\$457,931)
Lockbox (#)	18,766	(18,766)
Lockbox (\$)	\$1,945,570	(\$1,945,570)
IVR Credit Card (#)	1,434	(1,434)
IVR Credit Card (\$)	\$144,767	(\$144,767)
Click to Gov (#)	3,750	(3,750)
Click to Gov (\$)	\$370,149	(\$370,149)
UT Credit Card Payments (#)	1,130	(1,130)
UT Credit Card Payments (\$)	\$107,336	(\$107,336)
Art Donations (#)	143	(143)
Art Donations (\$)	\$154	(\$154)
Bank Draft Payments (#)	6,649	(6,649)
Bank Draft Payments (\$)	\$626,560	(626,560)
Utility Deposits (#)	40	(40)
Utility Deposits (\$)	\$1,200	(\$1,200)
Fix Payments (#)	0	0
Fix Payments (\$)	\$0	\$0
Processed Return Checks (#)	24	(24)
Processed Return Checks (\$)	(\$1,858)	\$1,858
Other Revenue Transactions (#)	368	(368)
Other Revenue Received (\$)	\$7,461,351	(\$7,461,351)
Accounts Receivable Payments (\$)	\$342,608	(\$342,608)
Accounts Receivable - Credit Card #	2	(2)
Accounts Receivable - Credit Card \$	\$1,864	(\$1,864)
Municipal Court - Fines/Bonds (\$)	\$128,814	(\$128,814)
Municipal Court - Credit Card (#)	547	(547)
Municipal Court - Credit Card (\$)	\$91,612	(\$91,612)
Municipal Court - C2G (#)	296	(296)
Municipal Court - C2G (\$)	\$19,739	(\$19,739)
Building Permits Cash Report (\$)	\$172,278	(\$172,278)
Building Permits Credit Card (#)	178	(178)
Building Permits Credit Card (\$)	\$80,226	(\$80,226)
Building Permits C2G (#)	85	(85)
Building Permits C2G (\$)	\$16,383	(\$16,383)
Occupational License - Bldg Insp. (\$)	\$2,500	(\$2,500)
Occupational License - Bldg Insp. CC (#)	7	(7)
Occupational License - Bldg Insp. CC (\$)	\$1,300	(\$1,300)
Business License - City Clerk (\$)	\$1,600	(\$1,600)
Business License - City Clerk CR CD (#)	6	(6)
Business License - City Clerk CR CD (\$)	\$835	(\$835)
Convenience Fees - All Payments (#)	6,185	(6,185)
Convenience Fees - All Payments (\$)	\$18,529	(\$18,529)
Bank Drafts Billed (#)	7,167	(7,167)
Bank Drafts Billed (\$)	\$752,867	(\$752,867)
Interdepartmental Billing (#)	154	(154)
Interdepartmental Billing (\$)	\$26,977	(\$26,977)
Accounts Receivable Billed (\$)	\$218,831	(\$218,831)

Budget Services Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	4,160.00	240.00	240.00
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	4,160.00	240.00	240.00
Benefit Hours Taken	24.00	608.00	48.00	48.00
TOTAL ACCOUNTABLE STAFF HOURS	136.00	3,552.00	192.00	192.00
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 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	480.00	10,678.00	1,200.00	1,200.00
Total Comp Time Available	5.00	307.00	38.25	38.25
Total Overtime Hours	45.75	409.00	16.50	16.50
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	530.75	11,394.00	1,254.75	1,254.75
Benefit Hours Taken	56.50	2,088.50	263.50	263.50
TOTAL ACCOUNTABLE STAFF HOURS	474.25	9,305.50	991.25	991.25
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	64.75	71.75	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	64.75	71.75	0.00	0.00

UTILITY 3C

Utility Division

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	2,392.00	32,968.00	2,880.00	2,880.00
Total Comp Time Available	2.00	4.50	12.50	12.50
Total Overtime Hours	27.75	167.25	126.00	126.00
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	2,421.75	33,139.75	3,018.50	3,018.50
Benefit Hours Taken	298.00	3,702.75	373.50	373.50
TOTAL ACCOUNTABLE STAFF HOURS	2,123.75	29,437.00	2,645.00	2,645.00
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 17		FYE 16	
	JULY	YTD	JULY	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	160.00	3,640.00	480.00	480.00
Total Comp Time Available	0.00	24.25	0.00	0.00
Total Overtime Hours	12.00	32.25	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	172.00	3,696.50	480.00	480.00
Benefit Hours Taken	13.00	391.00	26.00	26.00
TOTAL ACCOUNTABLE STAFF HOURS	159.00	3,305.50	454.00	454.00
 PERMANENT PART-TIME				
Total Regular Hours Available	109.00	383.75	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	109.00	383.75	0.00	0.00
Benefit Hours Taken	4.00	8.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	105.00	375.75	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

Drive-up Window and Mail Payments

	FYE 17 JULY	FYE 16 JULY
Mail Payments - Lockbox		18,766
Mail Payments - Office		175
Mail Payments - Subtotal	0	18,941
Night Deposit		432
Click-to-Gov Payments		3,750
IVR Payments		1,434
Without assistance payments - Subtotal	0	5,616
Drive-up window & inside counter		2,366
Credit Card machine payments (swipe)		720
Credit Card machine payments (phone)		410
With assistance payments - Subtotal	0	3,496
Total Payments Processed - Subtotal	0	28,053
Bank Draft (ACH) Payments		6,649
Total Payments (Utility)	0	34,702
Total Convenience Fees - all Payments		6,185
Grand Total Payments	0	40,887

Traffic Counter at Drive-up Facility

Night Drop *		726
8-5 Drive-up Window Customers *		5,075
Total Traffic Counter	0	5,801

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

Meter Reading Division

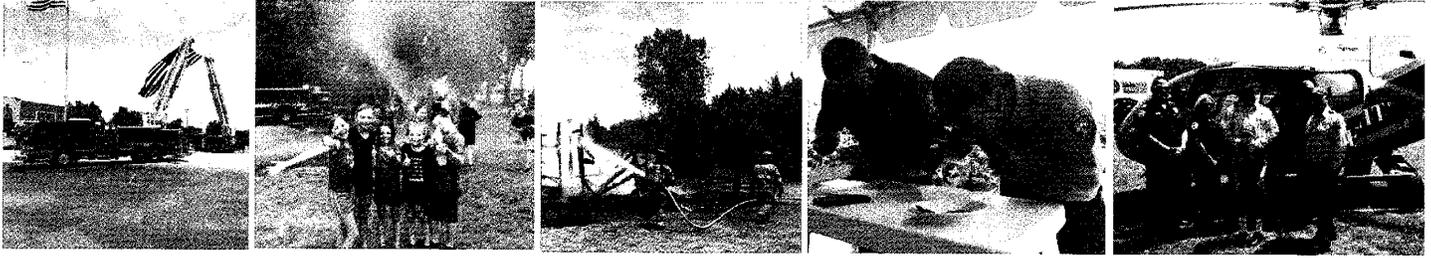
	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
Number of Meters Read	41,302	490,678	38,512	38,512
New Service	1,046	10,932	1,008	1,008
Request for Termination	1,027	10,831	1,062	1,062
Delinquent On(s)	241	3,049	0	0
Delinquent Offs	335	4,413	0	0
Collect Deposit Tags Hung	35	498	0	0
Collect Deposit Cut Offs	26	384	9	9
Blue Tags	35	364	4	4
Number of Meters Re-read	1,552	20,977	2,253	2,253
Meters Cleaned	91	715	39	39
Customer Assists	53	594	32	32
Meters Pulled	0	4	0	0
Meters Re-set	0	4	0	0
Meter Exchanges	37	654	0	0
TOTAL	45,780	544,097	42,919	42,919

Utility Division Activity Report

	FYE 17		FYE 16	
	JULY	YTD	JULY	YTD
STATUS REPORT				
Regular Utility Accounts Billed	41,877	504,032	40,745	40,745
New Ons	921	8,879	1,077	1,077
Final Accounts Billed	846	8,737	1,062	1,062
TOTAL ACCOUNTS BILLED	43,644	521,648	42,884	42,884

FIRE DEPARTMENT

4



NFD Monthly Progress Report July 2017

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	34	2.64%
2 - Overpressure Rupture, explosion, Overheat - No Fire	1	0.08%
3 - Rescue & emergency	772	59.94%
4 - Hazardous Conditions (No Fire)	30	2.33%
5 - Service Call	93	7.22%
6 - Good Intent Call	232	18.01%
7 - False Alarm & False Call	114	8.85%
8 - Severe Weather & Natural Disaster	2	0.16%
9 - Special Incident Type	2	0.16%
Incomplete Reports	8	0.62%
Total Incident Count (Unique Calls)	1288	100.00%
Number of Total Unit Responses	1661	

Total Fire Loss \$47,450.00

Average Response Times

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	229	268	0:04:28
Station #2	169	292	0:04:52
Station #3	217	332	0:05:32
Station #4	164	286	0:04:46
Station #5	70	421	0:07:01
Station #6	40	540	0:09:00
Station #7	98	280	0:04:40
Station #8	101	303	0:05:03
Station #9	192	372	0:06:12

NFD Monthly Progress Report

July 2017

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	18	1	5	2	1	1	2	1	1	4
Chief 302	25	2	6	6	4		1	1	1	4
Chief 303	17	3	3	1	2	1		2	2	3
Chief 304	4		1	2						1
Engine 1	245	228	2	6				3		6
Brush 1	8	5		1						2
Engine 2	174	1	169	2	1					1
Brush 2	2		2							
Engine 3	231	2	4	217		1		1		6
Brush 3	6			4				1		1
Engine 4	176	1	8		164			1	2	
Brush 4	6		1		3				2	
Engine 5	69					69				
Brush 5	69					69				
Tanker 5	4			1		3				
Engine 6	52			3		2	40	1		6
Brush 6	52			3		2	40	1		6
Rescue 7	1		1							
Squad 7	139	4	11	5	6		1	98	3	11
Engine 8	111	1	2		4			3	101	
Brush 8	5		1		2				2	
Tanker 8	2		1		1					
Engine 9	195	3		7		1		1	1	182
Brush 9	6			1			2			3
Tanker 9	5			1		1	2			1
Ladder 9	26	2	6	3	1			1	1	12
Fire Marshal 2	2		1	1						
Fire Marshal 3	7	1	1		1			2	1	1
Fire Marshal 4	4	1		1			1			1
	1661	255	225	267	190	150	89	117	117	251

Community Outreach

Tours	4	181 Students/Parents/Citizens
Ride-Alongs	1	Bill Scanlon
Special Events	9	4th of July Parades (3), Touch a Trucks (2), VBS Water Day (1), National Ice Cream Month, Lindsey Street Bridge Opening, 2dn Chance Pet Adoption

Burn Permits

Burn Permits Issued	128	Total of 20 Burn Days
---------------------	-----	-----------------------

Training

Personnel Training Hours	1837	Total number of training credit hours taken by NFD Personnel
--------------------------	------	--------------------------------------------------------------

**NORMAN FIRE DEPARTMENT
MONTHLY PROGRESS REPORT
July 2017**

FIRE PREVENTION DIVISION ACTIVITIES

Inspections/Plan Review			
Activites	Notes	Number	Staff Hours
Inspections		253	234.5
Re-Inspections		63	43
Residential Inspections			
Plan/Platt Review		38	40.5
Company Inspections			
Re-Inspections			
Total Inspections		316	277.5

Smoke Detector Program			
Activites	Notes	Units	Staff Hours
Smoke Detector Batteries			
Smoke Detectors Installed		8	5.5

Training/Public Education Education			
Activites	Notes	Events	Staff Hours
Training (hours)		16	75.5
Fire Education Classes		5	13

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		92	97.5
Investigations		13	26
Investigative Activities		16	25
Miscellaneous/Special	NW Training, NPD Range Training		

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Discipline	Comments: July 2017
Mitigation:	
Outdoor Warning System	Preparation for the next storm season, repaired-replaced items as needed
Safe room Program	Pending response for adding additional participants for the program. 1 original participant is still in progress
Preparedness:	
Amateur radio Testing	July 6
Amateur Radio Meeting	July 8
Children's Functional Assessment Support Team formed (C-FAST)	July 11
Outdoor Warning System maintenance and site visits	July 24-28
Response:	N/A
Recovery:	N/A

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
July, 2017

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Held five (5) meetings with management personnel to discuss a variety of issues
- Held two (2) grievance meetings-FOP & Fleet
- Held one (1) fitness for duty meeting-City Clerk
- Held two (2) pre-disciplinary meetings-Parks, Sanitation
- Participated in conference call to review the Wellness Program

B. Grievances (active AFSCME and Non-Union)

- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination
District Court Judge vacated the arbitrator's decision. Pending action- settle Green's employment issues with the City or schedule another arbitration.
- AFSCME Grievance FYE17-02 – Goldsby (Street Maint.) – demotion
The grievance has been forwarded to the City Manager per AFSCME contract.

C. Collective Bargaining

- Participated in one (1) negotiation session with FOP
- Participated in one (1) negotiation session with AFSCME

D. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed July 2017 Employee Newsletter
- Implemented 2017 United Way Campaign
 - Assembled pledge card packets & distributed
- Processed invoices and reconciled expense accounts
- Attended/Summarized two (2) negotiation sessions
 - 1 – FOP
 - 1 – AFSCME

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Conducted three (3) employee orientations
- Participated in a Conference call reviewing components of the Wellness Program
- Attended meeting to discuss Interactive Health Aggregate Reports
- Responded to 129 benefit/wellness inquiries

COMPENSATION AND CLASSIFICATION

New Hires - 6

Dept./Div.	Position	Number of Employees
City Council	Councilmember (PT)	2
Human Resources	Benefits Specialist	1
Finance/Treasury	Treasury Services Specialist	1
Utilities/Transfer Station	Transfer Station Attendant	1
Utilities/Water Reclamation	Laborer (PT)	1

Separations - 13

Dept./Div.	Position	Number of Employees
City Council	Councilmember (PT)	2
Police/Emergency	Communications Officer	2
Human Resources	Benefits Specialist	1
Public Works/Storm Water	Maintenance Worker II	1
Utilities/Water Treatment	Plant Operator	1
Police/Animal Welfare	Animal Welfare Technician	1
Parks/Recreation	Laborer (PT)	4
Parks/Park Maintenance	Maintenance Worker I	1

Promotions - 2

Dept./Div.	Position	Number of Employees
Police/Patrol	Police Lieutenant	1
Parks/Recreation	Recreation Leader I (PPT)	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

- Cold Case Investigator (PT), Police/Investigations
- Juvenile Community Services Supervisor (PT)/Municipal Court
- Parks Temporary Laborer (PT), Parks & Recreation/Park Maintenance
- Temporary Laborer (PT), Utilities/ Water Treatment Plant
- Temporary Laborer (PT), Utilities/ Water Reclamation Facility
- Community Center Assistant (PT), Parks & Recreation/Recreation
- Special Instructor I: After School (PT), Parks & Recreation/Recreation
- Recreation Leader I (PPT), Parks & Recreation/Recreation
- Mechanic I, Public Works/Fleet Management
- Customer Service Representative I, Finance/Treasury
- Maintenance Worker I, Parks & Recreation/Park Maintenance
- Communications Officer I, Police/Emergency Comm. Bureau
- Public Works Superintendent, Public Works/Streets
- Business Systems Analyst, Information Technology
- Systems Support Technician, Information Technology

- Sanitation Worker II, Utilities/Sanitation
- Police Standards Administrator, Police/Administration
- Administrative Technician III, Police/Training
- Laboratory Technician, Utilities/Water Treatment Plant

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	415	Written Exams	1
Phone	490	Practical Testing/Assessment Center	2
Mail	275	Panel Board Interviews	6
Email	200	Promotions	1
Total Subscribers on E-mail Vacancy List	5566	Oral Interviews	11
Total Visits to City of Norman HR website	2170	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	8	Advertisements Placed	7
Pre-Employment Drug Screens	3	Applications Received	134
Pre-Employment Physicals	1	Job Announcements Emailed	60
Pre-Employment OSBI	4	Job Announcements to CON Depts.	405

TRAINING AND DEVELOPMENT

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

The Computer Training Lab was the site for Electronic Records Processing (ERP) System demonstrations for employees representing various departments.

SAFETY

- Walkthrough inspections were conducted at ten (10) facilities
- Safety meetings were held for all departments covering “Lock-Out/Tag-Out” training
- Safety material documents were sent to divisions each week
- Conducted three (3) new employee orientations
- Held three (3) Return to Work Meetings (Line Maintenance (2) & Sanitation)

Recordable Injuries – 7

Dept./Division	Nature of the injury	Activity	Prognosis
Fire/ Firefighter	Lower back strain	Strained lower back while lifting patient	Released to regular duties
Police/ Patrol	Twisted right knee	While working an accident, stepped off side of roadway & twisted knee	Work restrictions
Police/ Patrol	Laceration to right elbow	Suicidal suspect cut the right elbow during containment	Released to regular duties
Police/ Patrol	Strained left knee	Twisted left knee while stepping onto sidewalk	Released to regular duties

Police/ Patrol	Body	Officer was involved in vehicle accident	Work restrictions
Public Works/ Fleet	Debris in left eye	While grinding a piece of metal, debris flew into left eye	Released to regular duties
Utilities/ Sanitation	Lower neck & shoulder strain	While pulling a chain in a compact chute, employee felt sharp pain in lower neck	Work restrictions

Recordable Injuries per calendar year. CY2017 is current year to date:

2017	2016	2015
38	69	70

Vehicle Collisions - 3

Division	Description of Collision	Status
Police/ Patrol	Citizen was rear-ended by patrol unit	"At Fault"
Utilities/ Line Maint.	City vehicle was rear-ended by citizen at intersection	"No Fault"
Police/ Patrol	Citizen was attempting to go northbound on 24 th while officer was attempting to go southbound on 24 th and both vehicles hit head on	TBD

Cumulative number of "at fault" Vehicle Collisions per fiscal year:

2017	2016	2015	2014	2013	2012
17	13	10	23	15	18

INFORMATION TECHNOLOGY

6

CITY OF NORMANInformation Technology Department
Monthly Report –July 2017.

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 and business review process.	In Progress - Team is interviewing various government agencies to help with the selection process. Project team meets weekly to discuss milestones. Project Proposal to be reviewed in August Finance Committee Meeting.
PD body camera and patrol car dash camera infrastructure build.	Introduces technology to help police officers and citizens with increased security by providing video and audio evidence on a case-by-case basis.	In Implementation and live testing: IT techs will train on data uploads from cameras. IT Data Storage Upgrade project will assist in storing data
Website Rebuild/Redesign	Our current design is 5 years old. A new design will help boost our image, traffic, rankings, and leads. We also need a friendlier mobile device design.	In Planning: Meeting with PIO's, CCO - exploring vendors and purchasing options, RFP in development
Datacenter Storage Upgrade	\$1.4M project to add storage and improved technology to expand the amount of storage available for daily data storage, backups, and disaster recover.	In Implementation: EMC systems hardware install complete. Old systems removal complete. Configuration of systems and connectivity 95% complete.

Water Reclaim Facility network closet construction and redundant cooling for equipment	Enhance our existing network infrastructure, which is currently in a very high temperature environment, which degrades the equipment life.	In Progress : AC upgrade complete, room build complete, Hardware and Software installation in progress
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: Conduit and junction box placement ongoing through July. Fiber construction and move projected to be complete for Phase I 2 nd week in August.
Water Treatment Facility Fiber connectivity	This will replace the existing network connections with fiber connectivity which will greatly enhance speed and help to complete our connectivity to remote sites. There is a cost savings initiative and partnership with Cleveland County.	Holding: Right of Way approved 10/13/15. Have hit a snag on a small amount of right of way that will delay the project. Discussing ROW with land owners to negotiate a path.
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 reviewing options for purchase.
Active Directory/Domain Controller Upgrade	Current Operating system is MS 2003 and needs to be upgraded to MS 2008	2008 R2 installed prepping for Domain Controller Upgrades on 2 DC Servers
TAMS/FASTER Integration for City's NAPA Parts Room.	City of Norman and NAPA will integrate a program that will download data nightly from NAPA'S TAMS into the City's FASTER Fleet management Software, eliminating the need for	

	NAPA to manually enter the data into FASTER	
Installation of fiber optic cable along Main Street from 24th Avenue West to 36th Avenue West with switches at 26th Street/Interstate Drive, I-35 Interchange, Ed Noble Parkway, and 36th Avenue West.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
Installation of fiber optic cable along Robinson Street from Peters Avenue to 12th Avenue NE with switches at Porter Avenue, Findlay Avenue, and 12th Avenue NE.	Increase the coverage of traffic signals and the IT Fiber infrastructure	Construction to begin around June 1.
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	Construction to begin around June 1.
Wireless phone bills audit for cost savings.	Cost savings for telecommunications, waste elimination.	In Progress
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing
IT main computer room return air system improvements.	This will eliminate a "hot row" of air that currently taxes our main data center servers. If not addressed this "hot row" could cause server degradation and/or failure.	In Planning

License Plate Reader System	Improves the ability to identify stolen vehicles and vehicles with outstanding citations.	System is installed and in use - data connection with LERMS being evaluated
Credit Card installs at Rec Centers	Allow citizens to pay class fees, after school fees, etc. at the rec centers.	In Discussion
Replacement of fiber optic cable along Lindsey Street from 24th Avenue SW to Berry Road includes a new traffic signal with fiber optic switch on Lindsey Street at Wylie Road.	New fiber with connections to three signals including new signal at Wylie--will require IP addresses	Bids in April 2016
Westwood Fuelmaster Merger	Merge Westwood Golf from Phoenix SQL to the Fuelmaster Fuel System, making all city fuel keys congr	
Installation of fiber optic cable along Boyd Street from Berry Road to Classen Boulevard with switches at Berry Road, Flood Avenue, Chautauqua Avenue, Elm Avenue, University Boulevard, Asp Avenue, and Classen Boulevard.	Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses	Bids in July 2016.
Installation of a new traffic signal on Robinson Street at 48th Avenue NW with a fiber switch and extension of fiber optic cable east toward Brookhaven Boulevard intersection.	Increase the coverage of traffic signals and the IT Fiber infrastructure will require IP addresses	Bids in Oct 2016

Video Detection Upgrade (Phase 2)	Will add cameras to a number of existing intersections some of which will require IP addresses for viewing in Centrats	Bids in Oct 2016
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 Centrats	Bids in Oct 2016
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 Centrats	Bids in Oct 2016
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	Bids in Nov 2016
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	Bids in Oct 2016
City Works Upgrade	Upgrade City Works software to new version. This software tracks public works projects in a ticket format.	
North Base Gate Security Access		

<p>Installation of fiber optic cable along 12th Avenue NE from Robinson Street to Alameda Street with switches at Main Street, Norman Public Schools Bus Barn, and Morren Drive.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>Bids in Oct 2017</p>
<p>Installation of fiber optic cable along Rock Creek Road from Flood Avenue to Porter Avenue with switches Stubbeman Avenue, Porter Avenue, and at new signals at 12th Avenue NW and Trailwoods Drive.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	<p>Bids in Oct 2018</p>
<p>New traffic signal on Alameda Street at Summit Lakes Boulevard/Lochwood Drive with a switch to connect to existing fiber.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	
<p>Installation of fiber optic cable along 12th Avenue NE from Rock Creek Road to Robinson Street with switches at Rock Creek Road and a modified traffic signal at High Meadows Drive</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	
<p>Installation of fiber optic cable along Classen Boulevard from Highway 9 to Cedar Lane Road with switches at new signals at Ann Branden Boulevard, Renaissance Drive, and Southlake Boulevard.</p>	<p>Increase the coverage of traffic signals and the IT Fiber infrastructure--will require IP addresses</p>	

Support Tickets:

The IT department tracks work requests with a software package called Spiceworks. **IT Table 1** below represents the number of support tickets closed by the IT Support Staff and those remaining open at the end of July 2017.

Mass Communications:

The following statistics represent email space and resource savings. In the attached table, you will see that 30 emails from the groups shown were sent from city servers using city resources – of those 23,892 were delivered to outside mailboxes for the month of July 2017. The city servers generated mass communications to Norman citizens of 23,892 messages from only 30 sent (see **IT Table 2**).

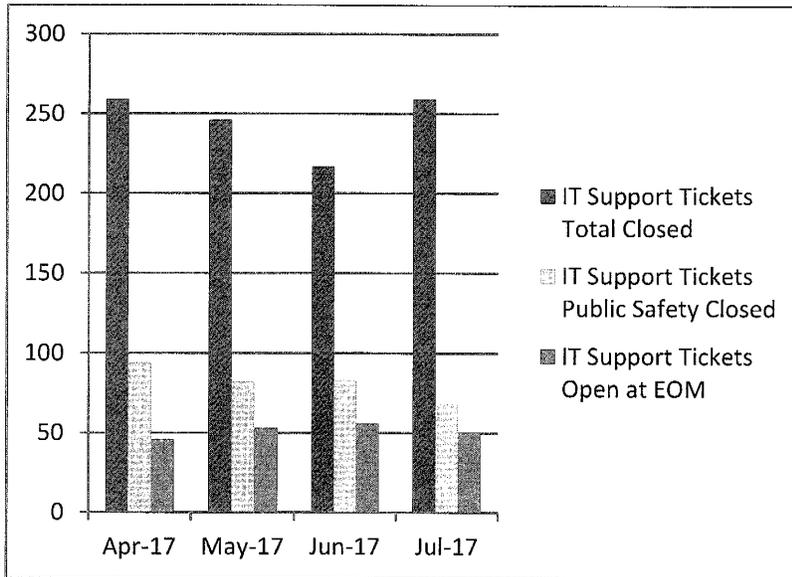
Email Security Appliance:

The City of Norman's IT Department has an email filter that has enhanced reporting and filtering capabilities that protect the City's systems from malicious attacks from the outside. IT had 581,555 attempted incoming and 62,400 outgoing messages for the month of July 2017. Incoming messages totaling 435,664 were considered Spam or hazardous e-mails and were quarantined or filtered (see **IT Table 3**). Without the email filter, our email server would have received 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. This downward turn in malicious traffic continues and we will continue to monitor this trend. Even though the email security appliance has successfully blocked this traffic, the IT Department has deployed various counter measures to combat the potential of malicious software attacking our network - newer sophisticated attacks have been able to penetrate the system periodically.

Web Site:

The City of Norman's web site is hosted, updated, and maintained by the IT Department. In the month of July 2017 the City of Norman's web site had 85,672 individual web sessions access the web site for a total of 188,376 total page views. Of those sessions, 43,886 were identified as New Users to view content on the City web site (see **IT Table 4**).

I.T. Table 3



I.T. Table 2

July 2017 LIST SERVER REPORT

Group	Active Members	Mailings	Total Delivered
Affirmative Action Group	12	5	60
Job Posting	2172	5	10860
Norman News	865	14	12110
Police - Animal Welfare Volunteers	42	0	0
Police – Citizens' Academy	82	0	0
Police – Neighborhood Watch	105	0	0
Public Works Consultants	100	0	0
Westwood Golf	706	1	706
Westwood Golf Members	28	1	28
Westwood Men's Clinic	18	1	18
Westwood Men's Golf Assoc.	76	1	76
Westwood Women's Clinic	29	1	29
Westwood Women's Golf Assoc.	5	1	5
Totals	4240	30	23892



Table 3

EMAIL SECURITY APPLIANCE

Executive Summary

mail.ci.norman.ok.us

01 Jul 2017 00:00 to 31 Jul 2017 23:59 (GMT -05:00)
Data in time range: 100.0 % complete

Incoming Mail Graph

Incoming Mail Summary

<input checked="" type="checkbox"/> Stopped by Reputation Filtering	68.9%	400,421
<input type="checkbox"/> Stopped as Invalid Recipients	0.8%	4,371
<input type="checkbox"/> Spam Detected	5.3%	30,799
<input type="checkbox"/> Virus Detected	0.0%	26
<input checked="" type="checkbox"/> Detected by Advanced Malware Protection	0.0%	4
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	0
<input checked="" type="checkbox"/> Stopped by Content Filter	0.0%	43
<input checked="" type="checkbox"/> Stopped by DMARC	0.0%	0
<input checked="" type="checkbox"/> S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	74.9%	435,664
<input type="checkbox"/> Marketing Messages	13.0%	75,386
<input checked="" type="checkbox"/> Social Networking Messages	1.2%	7,017
<input checked="" type="checkbox"/> Bulk Messages	2.7%	15,839
Total Graymails:	16.9%	98,242
<input type="checkbox"/> S/MIME Verification/Decryption Successful	0.0%	0
<input type="checkbox"/> Clean Messages	8.2%	47,649
Total Attempted Messages:		581,555

Outgoing Mail Graph

Outgoing Mail Summary

<input type="checkbox"/> Spam Detected	0.0%	0
<input type="checkbox"/> Virus Detected	0.0%	0
<input checked="" type="checkbox"/> Messages with Malicious URLs	0.0%	0
<input checked="" type="checkbox"/> Stopped by Content Filter	0.1%	76
<input type="checkbox"/> Clean Messages	99.9%	62,630
Total Messages Processed:		62,706

Hard Bounces	1.5%	918
Delivered	98.5%	61,482
Total Messages Delivered:		62,400

mail.ci.norman.ok.us - 01 Aug 2017 01:05 (GMT -05:00)

Copyright © 2003-2016 Cisco Systems, Inc. All rights reserved.

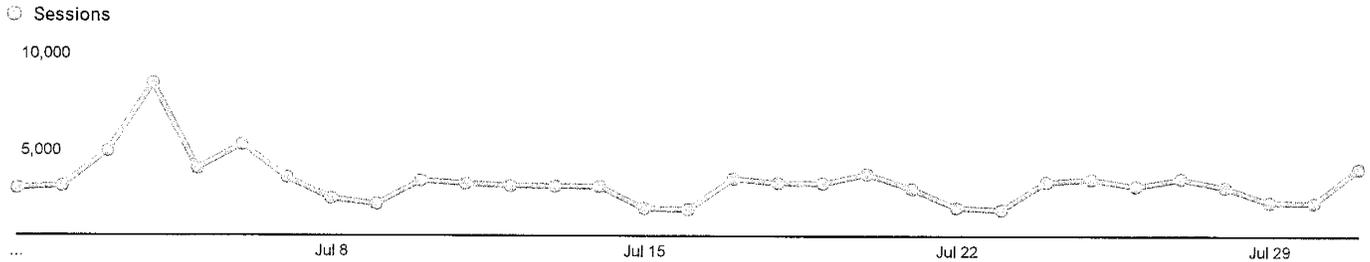
1

IT Table 4 Monthly Web Site Statistics

Jul 1, 2017 - Jul 31, 2017

All Users
100.00% Sessions

Explorer



Date	Sessions	Pages / Session	Pageviews	Users (Deprecated)	Users	New Users	Bounce Rate	Avg. Time on Page
	85,672 % of Total: 100.00% (85,672)	2.20 Avg for View: 2.20 (0.00%)	188,376 % of Total: 100.00% (188,376)	75,671 % of Total: 130.44% (58,012)	58,012 % of Total: 100.00% (58,012)	43,886 % of Total: 100.07% (43,856)	50.41% Avg for View: 50.41% (0.00%)	00:01:34 Avg for View: 00:01:34 (0.00%)
1. 20170704	7,837 (9.15%)	1.72	13,455 (7.14%)	6,664 (8.81%)	6,664 (8.81%)	4,343 (9.90%)	66.48%	00:01:49
2. 20170706	4,718 (5.51%)	2.01	9,492 (5.04%)	4,222 (5.58%)	4,222 (5.58%)	2,665 (6.07%)	59.56%	00:01:41
3. 20170703	4,359 (5.09%)	2.25	9,824 (5.22%)	3,864 (5.11%)	3,864 (5.11%)	2,315 (5.28%)	52.21%	00:01:23
4. 20170731	3,470 (4.05%)	2.33	8,092 (4.30%)	2,995 (3.96%)	2,995 (3.96%)	1,619 (3.69%)	45.22%	00:01:36
5. 20170705	3,467 (4.05%)	2.10	7,276 (3.86%)	3,055 (4.04%)	3,055 (4.04%)	1,474 (3.36%)	49.47%	00:01:42
6. 20170720	3,206 (3.74%)	2.28	7,303 (3.88%)	2,836 (3.75%)	2,836 (3.75%)	1,879 (4.28%)	48.81%	00:01:32
7. 20170707	3,020 (3.53%)	2.16	6,531 (3.47%)	2,689 (3.55%)	2,689 (3.55%)	1,472 (3.35%)	45.20%	00:01:47
8. 20170717	2,959 (3.45%)	2.38	7,055 (3.75%)	2,584 (3.41%)	2,584 (3.41%)	1,447 (3.30%)	46.03%	00:01:43
9. 20170727	2,956 (3.45%)	2.23	6,596 (3.50%)	2,595 (3.43%)	2,595 (3.43%)	1,515 (3.45%)	49.86%	00:01:38
10. 20170725	2,929 (3.42%)	2.25	6,603 (3.51%)	2,567 (3.39%)	2,567 (3.39%)	1,426 (3.25%)	47.49%	00:01:35

Rows 1 - 10 of 31

LEGAL

7

MONTHLY REPORT - LEGAL DEPARTMENT
July 2017 Report
(Submitted August 11, 2017)

MONTHLY HIGHLIGHTS:

Hines Family Revocable Trust v. The City of Norman, et al., CV-2017-1052

This matter was settled by all parties pursuant to the Journal Entry of Judgment filed with the court on July 24, 2017, which grants foreclosure and vacates the public easement in favor of the City.

Stephens & Johnson Operating Co. v. City of Norman, CV-2017-1041

This case is an appeal from a decision of the board of adjustment regarding fencing around an oil well in the current urban service area. On July 31, 2017, the Plaintiff dismissed this action on July 31, 2017.

LIST OF PENDING CASES:

UNITED STATES COURT OF APPEALS FOR THE TENTH CIRCUIT

UNITED STATES DISTRICT COURT, EASTERN DISTRICT OF NEW YORK

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

UNITED STATES DISTRICT COURT, 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)

Green v. City of Norman, CIV-17-510 (K, B)

Williams v. City of Norman, CIV-16-1008 C (K, B)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

AFSCME, Fox, and Green v. City of Norman, SD-114640; CV-2015-267 JV (K, B)

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 (K, B)

COURT OF CRIMINAL APPEALS – None pending

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

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

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

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

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

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

City v. Komiske, Cobblestone Creek Management Company, et al, CV-2012-748 (K, W)
Cox, Holman, Franklin & Walters v. Oklahoma, District Attorney, City of Norman, CP-2017-33

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

Easley, Kevin v. City of Norman, CV-2017-474 (K,S, B)

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

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

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

Gulledge, Tyler v. City of Norman, CJ-2017-411 (K)

This case was filed on April 4, 2017. It was served on the City on July 27, 2017. It arises out injuries sustained by the Plaintiff when he fell into a hold on the east side of the roadway near 400 24th Avenue South East.

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

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

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)

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

Holloway v. Harris et al, CJ-2013-566

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

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

Oklahoma Association of Broadcasters, Inc. v. Ronda Hall, et al., Case No. CJ-2016-750 (K)

Rogers v. City of Norman, Case No. CJ-2014-1116 TS (K, B)

Rodgers v. City of Norman, Case No. CJ-2016-1185

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

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

B. *Condemnation Proceedings*

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

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

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

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

City of Norman v. Jerry Madole and Neva Madole, et al, CJ-2017-333 (S)

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

Mortgage Clearing Corporation v. Ricky Joe Butler, et al., CJ-2016-219

JPMorgan Chase Bank, National Association v James L. Martin, et al., CJ-2016-461

D. *Municipal Court Appeals*

E. *Small Claims Court*

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

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

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

F. *Board of Adjustment Appeals*

None

LABOR / ADMINISTRATIVE PROCEEDINGS

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

This office has assisted with the following grievances:

AFSCME Grievance FYE 14-06 – (Green Termination)

AFSCME Grievance FYE 17-2 – (Goldsby – Demotion)

AFSCME Grievance FYE 17-03 – (Fleet Group Grievance)

AFSCME Grievance FYE 18-1 – (Wray Grievance)

This grievance concerns a dispute between employees at the Water Treatment Plant.

IAFF Grievance FYE 16 – (Hazmat Physicals - Nuclear Stress Test)

IAFF Grievance FYE 17 – (Terhune Suspension)

IAFF Grievance FYE 17 – (Brooks Suspension)

IAFF Grievance FYE 17 – (Smith Termination)

IAFF Grievance FYE 17 – (Social Media Policy)

IAFF Grievance FYE 17 – (Koscinski – Functional Capacity Exam)

IAFF Grievance FYE 17 – (Water Testing at Station 5)

This grievance concerns the Fire Chief's directive that firefighters at the Little Axe Fire Station test the water twice a day on the weekends.

FOP Grievance FY 17 – (Holiday Pay)

B. *Public Employees Relations Board (PERB)*

None

C. *Equal Employment Opportunity Commission (EEOC)*

D. *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 July 2017. 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 16	FYE 17	FYE 18	FYE 16	FYE 17	FYE 18	FYE 16	FYE 17	FYE 18
JULY	550	516	543	48	19	50	15	13	13
AUG	501	588		46	29		14	16	
SEPT	467	467		30	32		11	12	
OCT	431	466		45	32		14	10	
NOV	459	468		29	23		10	12	
DEC	437	414		39	25		12	9	
JAN	436	432		31	46		15	13	
FEB	528	381		37	37		16	13	
MAR	600	593		30	58		10	14	
APR	512	406		31	49		14	10	
MAY	521	543		32	38		11	10	
JUNE	572	544		47	43		15	16	
TOTALS / YTD	6,014	5,818	543	445	431	50	157	148	13

WORKERS' COMPENSATION COURT

The total number cases pending as of July 31, 2017 are 29. During the month of July 2017, there was one new workers compensation case filed and no Court Orders or Settlements that went to Council for consideration. A settlement and Court Order are scheduled for consideration at the August 22, 2017 City Council meeting. 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	FYE18 CASES	FYE17 CASES	FYE16 CASES	FYE15 CASES
Fire	Suppression	9		4	4	
Parks/Rec.	Park Maintenance	4		3	2	1
Planning	Development Services	1				1
Police	Patrol	7	1	3	1	3
Police	Administration	1				2
Public Works	Street Maintenance	2		1	1	
Public Works	Vehicle Maintenance					1
Public Works	Storm Water					2
Utilities	Line Maintenance	1			1	1
Utilities	Sanitation	4		1	1	4
TOTALS		29	1	12	10	15

List of Pending Cases (S)

- Amason, Amber v. City of Norman, WCC 2012-12306 K
(Police, Patrol, MPO, Intestinal/Parasite/Infection)
- Ashley, Grant v. City of Norman, CM 2016-07496 A
(Parks/Rec, Custodian, Neck, Upper Back, & Both Hands)
- Atteberry, William v. City of Norman, CM 2015-06559 Q
(Fire, Suppression, Fire Captain, Neck)
- Atteberry, William v. City of Norman, CM 2016-05332 L
(Fire, Suppression, Fire Captain, L. Shoulder)
- Blalock, Rick v. City of Norman, WCC 2009-08466 H
(Utilities, Sanitation, SWI, Back, Neck, Depression, Hips)
- Bolenbaugh, v. City of Norman, WCC 2012-13808 Y
(Utilities, Sanitation, SWII, R. Knee-Re-Open Change in Condition)
- Bozeman, Chris v. City of Norman, CM 2015-08111 R
(Utilities, Sewer Line Maintenance, MWII, Back)
- Burright, Justin v. City of Norman, CM-2017-00238 K
(Fire, Suppression, Firefighter, Left Shoulder)
- Garrett, Curtis W. v. City of Norman, CM-2017-03730 A
(Police, Patrol, Police Sergeant, Left Hand/Left Index Finger)
- Grippen, Barry v. City of Norman, CM 2016-07136 R
(Police, Patrol, Police Sergeant, R. Knee)
- Hale, Michael G. v City of Norman, CM 2015-00702 H
(Planning, Dev. Svcs., Bldg. Insp., L. Shoulder, Arm)
- Hiett, Darin L. v. City of Norman, CM-2017-00909 Q
(Public Works, Streets, MWII, L. Shoulder, Spine/Neck, L. Arm, L. Wrist)
- Helm, Mark v. City of Norman, WCC 2007-07137 A
(Fire, Suppression, Firefighter, Multiple)
- Houser, Jason v. City of Norman, CM 2015-02888 Y
(Police, Patrol, MPO, R. Wrist)
- Ingraham, Brandon Chad v. City of Norman, CM 2016-02864 H
(Parks/Rec., Park Maint., MWI, L. Shoulder, Arm)
- Johnson III, Tommie v. City of Norman, CM 2016-06766 R
(Police, Patrol, Police Officer, L. Shoulder)
- Kizzia, Derrald v. City of Norman, WCC 2014-06995 K
(Parks & Rec, Park Maintenance, HEO, R. Knee, Body (Reopen–Change of Condition))
- Koscinski, Chris v. City of Norman, CM 2015-06363 K
(Fire, Suppression, Firefighter, Heart/Cardiovascular)
- Koscinski, Chris v. City of Norman, CM 2015-06809 A
(Fire, Suppression, Firefighter, Back)
- Koscinski, Chris v. City of Norman, CM 2016-00738 H
(Fire, Suppression, Firefighter, Left Shoulder)
- Koscinski, Chris v. City of Norman, CM-2017-00239 Q
(Fire, Suppression, Firefighter, Back)
- Lake, Stephanie M. v. City of Norman, WCC 2014-11262 J
(Police, Emerg. Commun., Commun. Officer, Hands, Arms, Shoulders, Neck, Low Back)

Mulder, Lenny Brian v. City of Norman, WCC 2016-04403 Y

(Fire, Suppression, Fire Captain, Ears)

Paczosa, Donald v. City of Norman, CM 2016-08419 F

(Parks/Rec, Park Maint., MWII, R. Shoulder, R. Arm)

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

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

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

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

Rohr, Robert “Shane”, CM 2017-01333 R

(Utilities/Sanitation, MWII, Neck)

Teuscher, David v. City of Norman, WCC 2017-04378 K

Police, Patrol, Major, Left Shoulder

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

(Utilities, Sanitation, SWI, Back)

SPECIAL CLAIMS

The following is a breakdown of the Special Claims activity through July, 2017.

DEPARTMENT	FYE 18 Month	FYE 18 YTD	FYE 17	FYE 16	FYE 15
Animal Control			1		
Code Enforcement					1
Finance - IT			1		
Fire			1	2	1
Fleet				1	1
Human Resources					
Other	1	1	5	6	6
Parks			3	2	5
Planning			1		
Police	3	3	12	13	10
Public Works – Stormwater	1	1	2		
Public Works - Traffic			4		5
Public Works - Engineering			1	5	1
Public Works - Road & Channel				2	
Public Works - Streets	1	1	5	6	4
Utilities – Water			13	6	2
Utilities – Sanitation	1	1	12	14	15
Utilities - Sewer & Line Maintenance			4	9	9
TOTAL CLAIMS	7	7	65	66	60

CURRENT CLAIM STATUS	FYE 18 TO DATE	FYE 17	FYE 16	FYE 15
Claims Filed	7	64	66	60
Claims Open and Under Consideration	6	13	6	1
Claims Not Accepted Under Statute/Other	1	5	7	7
Claims Paid Administratively	0	12	22	18
Claims Paid Through Council Approval	0	7	12	9
Claims Resulting in a Lawsuit for FY18	0	5 ¹	0	0
Claims Barred by Statute (No Further Action Allowed)	0	5	16	25
Claims in Denied Status (Still Subject to Lawsuit)	0	20	3	0

EXPUNGEMENTS

The following represents a breakdown of the Expungement Requests considered by the City Attorney’s Office through July 2017.

MONTH	REQUESTS				COMPLETED			
	FYE18	FYE17	FYE16	FYE15	FYE18	FYE17	FYE16	FYE15
JULY	26	10	9	5	14	12	9	5
AUG		7	12	2		11	6	1
SEPT		16	7	10		5	6	2
OCT		19	10	8		12	4	5
NOV		22	11	6		18	4	5
DEC		21	13	9		20	10	3
JAN		21	15	12		11	3	9
FEB		27	13	8		14	6	7
MAR		16	12	13		27	11	8
APR		19	15	4		15	5	7
MAY		25	22	13		12	9	3
JUNE		14	12	11		15	16	5
TOTALS/YTD	26	217	151	101	14	172	89	60

¹ Lawsuits are 2 for FYE 16 torts and 2 for FYE 17 torts.

MUNICIPAL COURT

8

**MUNICIPAL COURT
MONTHLY REPORT
JULY - FY '18**

CASES FILED

	<u>JULY</u>	<u>FY18</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY17</u>	<u>Y-T-D</u>
Traffic	1,368		1,368	1,266		1,266
Non-Traffic	409		409	265		265
SUB TOTAL	1,777		1,777	1,531		1,531
Parking	1,232		1,232	1,006		1,006
GRAND TOTAL	3,009		3,009	2,537		2,537

CASES DISPOSED

	<u>JULY</u>	<u>FY18</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY17</u>	<u>Y-T-D</u>
Traffic	1,217		1,217	1,159		1,159
Non-Traffic	293		293	252		252
SUB TOTAL	1,510		1,510	1,411		1,411
Parking	984		984	763		763
GRAND TOTAL	2,494		2,494	2,174		2,174

REVENUE

	<u>JULY</u>	<u>FY18</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY17</u>	<u>Y-T-D</u>
Traffic	\$126,010.00		\$126,010.00	\$125,546.60		\$125,546.60
Non-Traffic	\$42,009.19		\$42,009.19	\$41,946.00		\$41,946.00
SUB TOTAL	\$168,019.19		\$168,019.19	\$167,492.60		\$167,492.60
Parking	\$20,789.00		\$20,789.00	\$17,251.40		\$17,251.40
GRAND TOTAL	\$188,808.19		\$188,808.19	\$184,744.00		\$184,744.00

MUNICIPAL COURT - MONTHLY REPORT
July 2017

JUVENILE COMMUNITY SERVICE PROGRAM

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

MEDIATION PROGRAM

For the month of July, 2017, the Early Settlement-Norman Mediation Program accepted 25 new cases and closed 28 cases. There were two mediations conducted in July.

PARKS AND RECREATION

9

Park Planning Activities July, 2017

NORMAN FORWARD Reaves Park Sports Complex

City staff met with the design team from Halff Associates along with members of the ADG project management team to review design revisions being made to the master plan early in the month. A revised plan and cost estimate was then presented to the Citizen Ad Hoc Group later in the month. The revisions reflected input received from the group when they met in June. The design team is now making final revisions and will follow up with another Ad Hoc Group meeting in August. A final draft of the master plan will then be presented to the Park Board in September, followed by a presentation to the City Council.

NORMAN FORWARD Westwood Tennis Indoor Facility

Last month, city staff met with The McKinney Partnership Architects to begin work on the plans and specifications for the new two-court indoor tennis facility. The site survey and soil testing commenced in mid-July. Also, the design team has been meeting with the building consultant and City of Norman planning and fire marshal staff members to review building code requirements for the new indoor facility. The design development will continue throughout the month, in anticipation of bidding the project for construction at the end of summer.

NORMAN FORWARD Neighborhood Park Improvements:

Park furniture was ordered and play equipment addition proposals were received for Sonoma Park in July. Also, the playground replacement project for Oakhurst Park was advertised; and those bids are due in August. We will schedule that work and the new walking trail at Oakhurst and the tree planting and playground improvements at Sonoma this fall and winter. These two parks were identified as the ones most in need of attention as part of the Neighborhood Park Improvements plan in the NORMAN FORWARD project, which will address all parks as funding is made available.

George M. Sutton Urban Wilderness Improvements

The project contractor began installation of the new six foot wide crushed granite trail last month, along with the clearing of the drainage area at the trail head and installation of a larger drainage pipe crossing under the trail. Work will proceed throughout the month to finish the trail improvements. The project will finish with the parking lot expansion as we go into fall.

Landscape Projects

Lane's Tree service removed two trees at 904 Chautauqua Street as part of the hazardous tree removal project. These were done in response to a request by the residents in the area who noted they were in extremely poor condition after recent storm damage. Also, work was done on a live oak at the corner of Boyd and Buchanan Street to remove dead and diseased portions of that large tree in the campus corner area. Also, Grissom's Landscape trimmed branches and re-planted the landscape area in front of the Main Street "Welcome to Norman" sign and the tip of the landscape island in front of Sooner Mall. Work is being scheduled to repair outlets and replace a tree in the downtown area and install some replacement street furnishings in the campus corner and downtown area all in preparation for the fall football and festival traffic that will fill those areas.

**JULY 2017
PARK MAINTENANCE DIVISION**

Parks maintenance crews performed routine trash removal, landscape bed maintenance, irrigation repair and mowing in city parks.

SAFETY REPORT	FYE-18MTD	FYE-18YTD		FYE-17MTD	FYE-17YTD
On-The-Job Injuries	0	0		2	2
Vehicle Accidents	0	0		2	2
Employee responsible	0	0		0	0
ROUTINE ACTIVITIES	Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE		Total Man Hours MONTH-TO-DATE	YEAR-TO-DATE
Mowing	448.50	448.50		451.50	451.50
Trim Mowing	1033.00	1033.00		1305.00	1305.00
Chemical Spraying	11.00	11.00		33.00	33.00
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	0.00
Tree Trimming/Limb Pick-Up	25.00	25.00		70.00	70.00
Restroom/Trash Maintenance	334.50	334.50		564.50	564.50
Play Equipment Maintenance	52.00	52.00		52.00	52.00
Sprinkler Maintenance	121.75	121.75		8.50	8.50
Watering	9.00	9.00		0.00	0.00
Grounds/Building Maintenance	97.50	97.50		167.25	167.25
Painting	0.00	0.00		0.00	0.00
Planning Design	8.00	8.00		0.00	0.00
Park Development	0.00	0.00		0.00	0.00
Special Projects	259.00	259.00		124.25	124.25
Nursery Maintenance	0.00	0.00		0.00	0.00
Flower/Shrub Bed Maintenance	109.50	109.50		102.50	102.50
Seeding/Sodding	0.00	0.00		0.00	0.00
Ballfield Maintenance/Marking	83.50	83.50		118.00	118.00
Fence Repairs	12.00	12.00		0.00	0.00
Equipment Repairs/Maintenance	144.50	144.50		224.25	224.25
Material Pick-Up	12.25	12.25		8.00	8.00
Miscellaneous	81.25	81.25		285.75	285.75
Shop Time	46.00	46.00		104.00	104.00
Snow/Ice Removal	0.00	0.00		0.00	0.00
Christmas Lights	0.00	0.00		0.00	0.00
Close to Home Fishing	0.00	0.00		3.00	3.00
Forestry	0.00	0.00		0.00	0.00
Graffiti Clean-Up	0.00	0.00		1.00	1.00
Water Fountains	0.00	0.00		0.00	0.00
Inground Trash	4.00	4.00		3.00	3.00
Vector Control	43.00	43.00		96.50	96.50

JULY 2017
RECREATION DIVISION
MONTHLY REPORT

Senior Citizens Center: Our Annual 4th of July Cookout was held on July 3rd and 75 -80 seniors participated. Most of the seniors brought sides or desserts to share and Staff cooked hotdogs. The seniors played bridge and canasta all afternoon. Our Mystery Dinner was held July 12th and 17 seniors participated. Our destination was Chuy's Mexican Cantina and the seniors had a great time. Our next Mystery Dinner will be in September.

Little Axe Community Center: The outreach food distribution for the month of July was 205 adults and 71 children for a total of 276. There were three facility rentals for the month of July with an approximate attendance of 60. The Pioneer Library Service Statistics Report indicated 549 units of service. The Head Start program is currently closed for the summer; however, the center is participating in the "Summer Feeding" program in cooperation with the Regional Food Bank of Oklahoma. June total meals served was 872 and for an average of 55 meals per day for the month. July total meals served was 618 for an average of 41 meals per day. The total meals served for the entire program was 1,490 for an average of 48 meals per day.

12th Avenue Recreation Center: One of our camp parents, who is a University of Oklahoma Professor at the Athletic Department, arranged for both the 12th Avenue and Irving summer camps to participate in some physical education activities at the Everest Center on Wednesday, July 26th from 1:00 p.m. to 3:00 p.m. There were 36 campers and seven staff that participated and rotated from activity station to activity station consisting of zumba, baseball, football, and track and field. Freshman athletes from the University participated as well (wrestling, gymnastics, baseball, and football). At the end of the program the athletes gave motivational speeches, a question and answer session and then signed autographs.

Irving Recreation Center: This month campers enjoyed special activities such as Pop Bottle Rockets, The Carrot Race, The Fly Swatter Game and our Camp Spelling Bee. Campers enjoyed field trips to the Parmele Park Splashpad, Brickopolis, Get Air Trampoline Park, Fox 25 News Station and Science Museum OKC. Other special activities this month included Cartoon Character shirt day, Pajama Day, Sport Jersey Day and we also had a special visit from the Norman EMSSTAT. We will be hosting our "Family Day" on the last day of camp - August 11th. We started enrollment this month for the Irving-After School Program. We will be continuing to serve Kennedy, Reagan and Washington Elementary. We already have about 15 participants enrolled in the program.

Whittier Recreation Center: Whittier Recreation Center's main program in the month of July was Sports Camps. The camps in July were Junior Jammer Basketball Camp, Sooner Jr. Pom and Dance Camp, Cheer and Tumbling Camp along with our Variety Camp. This month, Junior Jammer Basketball's fall season registration opened up. Junior Jammer basketball is for children 5-12 years old and will run through Thanksgiving.

FACILITY ATTENDANCE:	Month	Year to Date
Senior Citizens Center (includes congregate meals)	1,985	1,985
Little Axe Community Center	3,515	3,515
12th Avenue Recreation Center	1,500	1,500
Irving Recreation Center	860	860
Whittier Recreation Center	2,027	2,027
Reaves Center	300	300
Tennis Center	4,533	4,533

JULY 2017
COMMUNITY SERVICE PROGRAM
MONTHLY REPORT

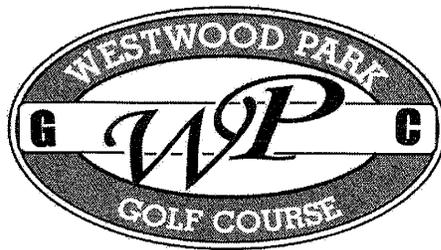
This program provides offenders opportunities to complete their court ordered community service hours in a supervised environment.

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

No clients in July

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

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



JULY 2017

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JULY FY'18	JULY FY'17
Regular Green Fees	1056	1135
Senior Green Fees	217	267
Junior Fees	276	335
School Fees (high school golf team players)	0	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	771	611
Employee Comp Rounds	382	389
Golf Passport Rounds	0	0
9-Hole Green Fee	95	132
2:00 Fees	89	91
4:00 Fees	344	451
Dusk Fees or 6:00 Fees	103	126
PGA Comp Rounds	9	7
*Rainchecks (not counted in total round count)	42	37
Misc Promo Fees (birthday fees, players cards, OU student fees, Military, player pass)	802	649
Green Fee Adjustments (fee difference on rainchecks)	13	18
Total Rounds (*not included in total round count)	4157	4211
% change from FY '17	-1.28%	
Range Tokens	3764	3775
% change from FY '17	-0.29%	
18 - Hole Carts	155	185
9 - Hole Carts	77	104
½ / 18 - Hole Carts	1506	1606
½ / 9 - Hole Carts	459	534
Total Carts	2197	2429
% change from FY '17	-9.55%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	1	1
18 - Hole Senior Trail Fees	4	9
9 - Hole Senior Trail Fees	3	3
Total Trail Fees	8	13
% change from FY '17	-38.46%	
TOTAL REVENUE	\$111,660.82	116434.39
% change from FY '17	-4.10%	

**JULY 2017
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT**

SAFETY REPORT	FY 2018	FY 2018	FY 2017	FY 2017
	MTD	YTD	MTD	YTD
Injuries On The Job	0	0	0	0
City Vehicles Damaged	0	0	0	0
Vehicle Accidents Reviewed	0	0	0	0

FINANCIAL INFORMATION

	FY 2018	FY 2018	FY 2017	FY 2017
	MTD	YTD	MTD	YTD
Green Fees	\$61,578.39	\$61,578.39	65,194.13	\$130,388.26
Driving Range	\$12,474.14	\$12,474.14	12,626.33	\$25,252.66
Cart Rental	\$36,205.79	\$36,205.79	38,591.14	\$77,182.28
Restaurant	\$1,402.50	\$1,402.50	1402.5	\$2,805.00
Insufficient Check Charge	\$0.00	\$0.00	0	\$0.00
Interest Earnings	\$0.00	\$0.00	22.79	\$45.58
TOTAL INCOME	\$111,660.82	\$111,660.82	117,836.89	\$235,673.78
Expenditures	\$70,029.98	\$70,029.98	101,163.14	\$202,326.28
Income vs Expenditures	\$41,630.84	\$41,630.84	16,673.75	\$33,347.50
Rounds of Golf	4157	4157	4211	8422

July 2017 Maintenance Summary

Routine Maintenance practices include: Daily; greensmowing, cup changing (putting green hole relocation), handwatering of putting green dry spots, trash pick up, restroom maintenance, irrigation monitoring, testing, and repair as required, and manual valve irrigation of 10 acres. Weekly: we mow tees, fairways and aprons 3-times. Roughs are mowed daily. Peripheral areas are mowed once a week.

The first week in July is our 4th of July tournament. This requires many overtime hours, as the tourney is always on a weekend and often includes the holiday. All maintenance employees are utilized, as this is the biggest tournament of the year. This July we celebrated the fiftieth anniversary of the golf course with a green fee special (\$2 on July 12th, the original price in 1967) and some give aways and a band.

July also sees us eradicating weeds, by use of post emergent herbicides. With this springs timely rainfall, these applications are considerably more frequent than normal. Chemical trimming of all turf areas is underway. Disease and insect control continue on greens. An application of fertilizer was applied to tees and greens. Aerification and soil amending was done on all tee box slopes and some fairways.

A dead tree was removed by staff. Many low hanging limbs on mature trees were removed. Improved growing conditions had us using our turbine blower to scatter grass clippings left in the fairways.

An application of wetting agent was applied to all greens. Sickie mowing of all creek banks was completed. Tree watering bags were filled twice. Nuisance water on cart paths was addressed with drainage improvements. The door on the men's bathroom was replaced due to what appears to be vandalism.

JULY 2017
WESTWOOD POOL
MONTHLY REPORT

Westwood Pool closed July 31, 2016.

FINANCIAL INFORMATION

	FY2018 MTD	FY2018 YTD	FY2017 MTD	FY2017 YTD
Admission Fees	\$0.00	\$0.00	24,831.50	\$24,831.50
Waterslide Fees	\$0.00	\$0.00	4,922.00	\$4,922.00
Swim Lesson Fees	\$0.00	\$0.00	3,105.00	\$3,105.00
Pool/Slide Rental	\$0.00	\$0.00	4,925.00	\$4,925.00
Locker Fees	\$0.00	\$0.00	11.50	\$11.50
Concessions	\$0.00	\$0.00	800.00	\$800.00
TOTAL INCOME	\$0.00	\$0.00	38,595.00	\$38,595.00
Expenditures	\$1,012.16	\$1,012.16	62,769.73	\$62,769.73
Income versus Expenditures	(\$1,012.16)	(\$1,012.16)	(\$24,174.73)	(\$24,174.73)

ATTENDANCE INFORMATION

	FY 2017 Month to Date	FY 2017 Season to Date (May-Sept 17)	FY 2016 Month to Date	FY 2016 Season to Date (May-Sept 16)
a. swim tags	0	0	0	4369
b. pool admission	0	0	0	7751
c. slide admission- (not inc. in total)	0	0	0	5761
d. group admission	0	0	0	1211
e. noon admission	0	0	0	59
f. evening admission	0	0	0	1199
g. evening tags	0	0	0	1417
TOTAL ATTENDANCE	0	0	0	16006

PLANNING AND COMMUNITY DEVELOPMENT 10

ADMINISTRATION, CURRENT PLANNING, GIS 10A

**PLANNING DEPARTMENT ACTIVITY
July 2017**

ADMINISTRATIVE DIVISION

Comprehensive Plan Update

Staff worked with the consultant team to prepare for their next visit on August 10th and 11th. Biweekly calls took place to review Neighborhood Types and Preferred Growth Scenario that will be utilized during both the Steering Committee meeting and the planned intercept event. Throughout July, city staff assisted Freese and Nichols portion of the Comp Plan team on reviewing tools and strategies for the infrastructure aspects of the Comp Plan. Additionally, a survey to gather feedback about the Preferred Growth Scenario and Neighborhood Types from the community was developed by MIG was reviewed by city staff. The information on the Comp Plan update process can be found at the **PlanNorman** webpage at <http://www.plannorman.com/>.

Central Norman Overlay District

The Central Norman Zoning Overlay District (CNZOD) was approved by City Council on June 27th and became effective July 27th.

GREENBELT COMMISSION

There was no meeting in July because of lack of agenda items. The next meeting is scheduled for August 21, 2017.

HISTORIC DISTRICT COMMISSION

The Historic District Commission regular meeting was cancelled for July 10, 2017 due to a lack of agenda items.

COA Administrative Bypass granted by staff:

540 S. Lahoma – The installation of a 6' rear yard fence.

MISCELLANEOUS

	2016 July	Aug	Sept	Oct	Nov	Dec	2017 Jan	Feb	Mar	Apr	May	June	July
Walk-Ins	66	66	62	103	77	40	32	28	51	50	56	42	44
Email Contacts	299	320	263	301	319	285	318	275	367	280	317	247	260
Lot Line Adjustments	-	4	2	4	1	-	2	-	-	3	2	-	2
Landscape Maint. & Replacement Bonds	5	2	2	1	3	1	4	2	4	1	4	3	3
Board of Adjustment Variance Appl.	7	3	5	1	5	-	-	2	4	3	2	1	2
Legal Notices Sent	119	33	174	5	89	-	-	47	98	86	59	25	52
Planning Commission Applications Rec'd	1	4	3	6	3	2	6	2	2	2	2	-	-
Legal Notices Sent	39	322	499	168	58	35	53	84	-	13	63	-	-
Pre-Development Meeting Appl. Rec'd	1	2	2	6	1	1	4	2	4	-	3	-	1
Notices Sent	39	89	499	146	29	23	53	84	675	-	775	-	23

CURRENT PLANNING DIVISION

Planning Commission – number of applications received

	2016 July	Aug	Sept	Oct	Nov	Dec	2017 Jan	Feb	Mar	Apr	May	June	July
Ordinance Amendments				1			1		2	1	2		
NORMAN 2025 Land Use Plan Amendments		1			2	1	1	3		1			
Rezoning Requests	1	3	2	5	1	2	4	3		1	2		
Utility Easement/Road Closures		1		1		1	1	2					
Preliminary Plats					1	2	1	2		1	1		
Rural Certificates of Survey		1				1	1	2	1				
Short Form Plats				1	1				1			1	
Site Plan Amendments									1				
Certificate of Plat Correction													

During July, one application for Pre-Development was received for the meeting scheduled for July 27, 2017.

During July, there were no submittals for the August 10, 2017 Planning Commission meeting.

The Planning Commission met in Regular Session on July 13, 2017. One short form plat was approved. One PUD amendment was postponed to the September 14 Planning Commission agenda. The Annual Report of the NORMAN 2025 Land Use and Transportation Plan was presented. One set of minutes was prepared for the Planning Commission Regular Meeting.

During the month of July, 20 commercial building applications were submitted for review. Of those applications submitted, Current Planning staff reviewed and approved 17.

BOARD OF ADJUSTMENT

The Board of Adjustment met on July 26, 2017 and approved one variance to the maximum building coverage. One variance request for the height of an accessory building was withdrawn by the applicant prior to the meeting. One set of minutes was prepared for the Board of Adjustment Regular Meeting. The next regular meeting is scheduled for August 23, 2017.

GEOGRAPHICAL INFORMATION SYSTEM (GIS) DIVISION

Fugro continued processing data. 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 and updated planimetric mapping. Planimetric mapping layers to be collected include the following: streets, pavement, unpaved parking, paved driveways, unpaved driveways, hydrology, building footprints and height, fences, sidewalks, and vegetation.

Onsite train the trainer classes in Cityworks were provided by Cityworks staff to Public Works employees. Staff acquired a copy of the sign data from 3M to allow Traffic staff to use to track work orders. GIS staff continued to work on reconfiguring the backend of the Esri GIS database to more effectively serve our customers. Staff provided mapping support related to issues in core Norman and the comprehensive plan. Staff also continued support of the New World public safety software. Staff did some additional 5 minute response time scenarios for potential fire station locations. Worked on data for year-end reports for auditors for GASB34 compliance.

In addition to the daily activities of updating the GIS database layers, which include zoning, parcels, and utilities, GIS staff filled 65 requests for service that resulted in the production of 68 mapping products and reports. The GIS division did work for 9 of the City's departments during the month of July, as well as providing information for and staffing of City Council and Planning Commission meetings.

DEVELOPMENT SERVICE

10B

DEVELOPMENT SERVICES DIVISION

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

CERTIFICATE OF COMPLETION OR OCCUPANCY ISSUED:**New Construction:**

ADDRESS	DESCRIPTION	VALUATION	WARD
1500 E. Imhoff Rd.	Life Covenant Church	\$4,500,000	1
1251 Triad Village Dr.	Thunderbird Clubhouse Board New Storage Building	\$5,156	1

Life Covenant Church

Life Covenant Church located at 1500 E. Imhoff Road received Certificate of Occupancy on July 26, 2017. The reported valuation of the 36,690 square foot building totaled \$4,500,000.

Addition/Alteration:

ADDRESS	DESCRIPTION	VALUATION	WARD
570 24 th Ave. NW	First United Bank Interior Remodel	\$125,000	2
480 24 th Ave NW Suite 120	Float OKC	\$75,000	2
2130 W. Brooks St. A	Boone Boy Ventures Repair Fire Damage	\$28,882	2
480 24 th Ave. NW Suite 178	Aria Development White Box	\$15,000	2
200 S. Jones Ave.	Norman Depot Rebuild South Side	\$471,400	4
419 S. University Blvd.	McFarlin Mem United Methodist Storage Addition	\$25,000	4
1701 Elm Ave.	PI BETA PHI Restroom Remodel	\$100,000	7

Addition/Alteration (continued):

1809 Stubbeman Ave.	Norman North Locker Renovation	\$371,880	8
1924 24 th Ave NW	McAlister's Deli	\$350,000	8

MOBILE FIELD INSPECTION SYSTEM

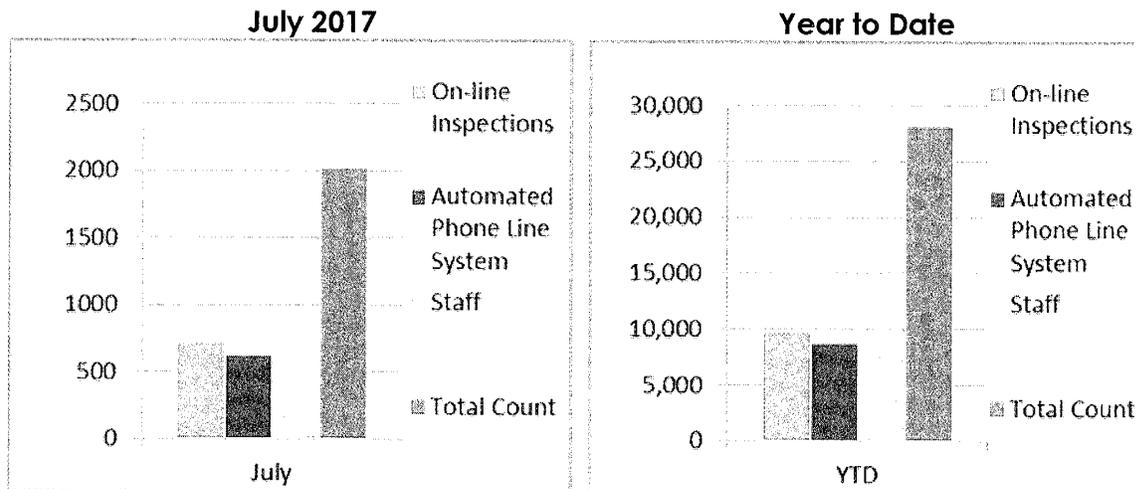
During July 1,519 inspection results were entered using the Mobile Field Inspection (MFI) System. Inspection results were available on-line and through the Automated Phone Line System almost immediately as the inspections were conducted throughout the workday beginning as early as 8:15AM. Inspection Records were printed on-site as needed.

July 3-7	July 10-14	July 17-21	July 24-28	July 31
344	409	360	331	75

ON-LINE INSPECTION SERVICES

Inspection Requests

During July a total of 2,024 inspections were requested. 723 inspection requests were made on-line, 624 inspection requests were made using the Automated Phone Line System, and 677 inspections were made by the staff. Inspection requests made by the staff include phone and in-person requests, as well as administrative items.



On-line Payments

During July 87 payments were made on-line totaling \$4,784.16. Year-to-date 596 payments have been made on-line totaling \$62,247.93.

CONSTRUCTION ACTIVITY

Total value of all construction activity permitted in JULY of 2017 totaled \$54,361,126, much greater than the \$12,918,953 for the same month last year. A total of 125 permits were issued in JULY of 2017, up from 108 in JULY of 2016. The higher number in JULY 2017 is primarily due to residential additions/alteration and non-residential new construction permits. The higher dollar value in JULY of 2017 is due to residential new and non-residential new permits.

Total new residential permitting activity in JULY 2017 was valued at \$12,462,989 compared to \$7,043,249 in JULY 2016. New single-family detached residential construction in JULY 2017 represented 32 new homes valued at \$12,287,490 compared with 27 new homes valued at \$6,441,734 in JULY 2016. There were no attached single family permits in JULY 2017 or JULY 2016. There were 2 new mobile homes valued at \$75,499 in JULY 2017 compared to 1 valued at \$36,595 in JULY 2016. There were no single family non-dwelling unit permits in either year. There were no new duplex units permitted in JULY 2017 compared to 4 units in JULY 2016 valued at \$529,920. There was 1 new garage apartment valued at \$100,000 in JULY 2017 compared to none in JULY 2016. There were no new multi-family permits in JULY 2017 compared to 1 multi-family permit valued at \$35,000 (non-dwelling unit) in JULY 2016.

Residential addition/alteration permits in JULY 2017 numbered 66 valued at \$1,624,727 compared to 48 permits valued at \$1,112,307 for JULY 2016. There are more permits in JULY 2017 primarily due to single family additions/alterations, paving/pools and accessory buildings. The higher value in JULY 2017 is primarily due to single family additions/alterations, accessory buildings and multi-family additions/alterations permits.

New non-residential construction permits in JULY of 2017 totaled 8 with a value of \$31,097,410 compared to 17 permits valued at \$2,356,500 for JULY 2016. The higher number in JULY 2016 is primarily due to full permits issued. The higher value in JULY 2017 is primarily due to the Norman Central Library permit valued at \$29,000,000.

Non-residential Addition/Alteration permits in JULY of 2017 totaled 16 with a value of \$9,176,000 compared to 10 permits valued at \$2,406,897 for JULY 2016. The difference in number of permits is insignificant. The primary difference in value is due to JULY 2017 remodeling projects at the York Plant totaling \$5,850,000 and the Community Christian School valued at \$1,100,000.

City of Norman
BUILDING PERMITS AND INSPECTIONS

NON-RESIDENTIAL BUILDING PERMITS
Issued JULY 2017 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
COMMERCIAL, ADD/ALT-2	TIMBERLAKE CONSTRUCTION	575	07/12/17	5005		YORK	DR			WESTINGHOUSE ELECTRIC	I1	\$ 2,925,000	21,282
COMMERCIAL, ADD/ALT-2	CR PHOENIX, LLC	588	07/05/17	311	W	BOYD	ST	26	1	LARSH'S UNIVERSITY ADD	C3	\$ 300,000	4,151
COMMERCIAL, ADD/ALT-2	MOFARLIN MEN UNITED METHODIST	1065	07/07/17	419	S	UNIVERSITY	BLVD	9	11	WAGGONER'S TR. FIRST ADD	R3	\$ 425,000	80
COMMERCIAL, ADD/ALT-2	SUN CONSTRUCTION SERVICES	1300	07/05/17	3300	S	HEALTHPLEX	PKY	29A	2	NORMAN PARKWAY 2	PUD	\$ 10,000	320
COMMERCIAL, ADD/ALT-2	TIMBERLAKE CONSTRUCTION	1368	07/12/17	5005		YORK	DR			WESTINGHOUSE ELECTRIC	I1	\$ 2,925,000	14,382
COMMERCIAL, ADD/ALT-2	FRYMIER, JAY	1585	07/13/17	110	S	CRAWFORD	DR	17	13	NORMAN ORIGINAL TOWNSHIP	C3	\$ 150,000	14,000
COMMERCIAL, ADD/ALT-2	RIPLEY GROUP CONSTRUCTION	2164	07/17/17	5300		INTERSTATE	DR	1	1	COMMUNITY CHRISTIAN SCHOOL	A2	\$ 1,100,000	5,816
COMMERCIAL, ADD/ALT-2	TC GRISSOM BUILDING CO.	2207	07/17/17	1215	E	CROSSROADS	BLVD	3	1	CROSSROADS BLVD ADD	C2	\$ 260,000	4,350
COMMERCIAL, ADD/ALT-2	CAVINS CONSTRUCTION, LLC.	2279	07/28/17	226	NW	MAIN	ST	13	13	NORMAN ORIGINAL TOWNSHIP	C3	\$ 250,000	2,475
COMMERCIAL, ADD/ALT-2	PRECISION BUILDERS GROUP	2298	07/24/17	1400		24TH	AVE	5	1	NOT SUBDIVIDED	PUD	\$ 14,000	270
COMMERCIAL, ADD/ALT-2	SCONER INVESTMENT GROUP	2350	07/12/17	738		ASP	DR	20	1	LARSH'S UNIVERSITY ADD	C2	\$ 62,000	620
COMMERCIAL, ADD/ALT-2	DALE K GRAHAM VETTRANS FDN	2364	07/06/17	1288		INTERSTATE	AVE	4	1	TOWNE WEST VILLAGE	C2	\$ 10,000	720
COMMERCIAL, ADD/ALT-2	MANHATTAN CONSTRUCTION	2849	07/21/17	3300		HEALTHPLEX	PKY	29A	2	NORMAN PARKWAY 2	PUD	\$ 10,000	400
COMMERCIAL, ADD/ALT-2	HITCHENS, BRAD	4445	07/03/17	320		WHITE	ST	14	1	LARSH'S UNIVERSITY ADD	C3	\$ 85,000	1,550
COMMERCIAL, FIRE REPAIR	TRILINK RESTORATION GROUP	2960	07/21/17	625	E	FRANK	ST	1	1	FIRST FREE WILL ADD	R1	\$ 150,000	2,800
COMMERCIAL, INTERIOR FINISH-2	BELWOODE LLC.	2039	07/06/17	2719		BART CONNER	CT	4	2	PROCE INDUSTRIAL PARK #4	I1	\$ 10,000	960
COMMERCIAL, INTERIOR FINISH-2	LLOPIS USA, LLC.	2496	07/17/17	2620		CLASSEN	BLVD	2	1	GLASSEN CROSSING APTS & RET.	PUD	\$ 150,000	1,528
COMMERCIAL, NEW CONSTRUCTION-2	FLUNTCO, INC	173	07/27/17	103	W	ACRES	ST			NORMAN CENTRAL LIBRARY ADD	C2	\$ 29,000,000	78,642
COMMERCIAL, NEW CONSTRUCTION-2	JERRY KACHEL BUILDERS, INC.	1252	07/07/17	210		INTERSTATE	DR	1	1	SOONER FASHION MALL	C2	\$ 1,300,000	5,843
COMMERCIAL, NEW CONSTRUCTION-2	TIMBERLAKE CONSTRUCTION	1369	07/12/17	5005		YORK	DR			WESTINGHOUSE ELECTRIC	I1	\$ 100,000	4,000
COMMERCIAL, NEW CONSTRUCTION-2	TIMBERLAKE CONSTRUCTION	1370	07/12/17	5005		YORK	DR			WESTINGHOUSE ELECTRIC	I1	\$ 50,000	1,050
COMMERCIAL, NEW CONSTRUCTION-2	RAMTECH BUILDING SYSTEMS	1462	07/13/17	4801	E	FRANKLIN	RD	1	2W	NOT SUBDIVIDED	A2	\$ 147,410	2,976
COMMERCIAL, NEW SHELL BLDG-2	TC GRISSOM BUILDING CO.	2835	07/17/17	1215		CROSSROADS	BLVD	3	1	CROSSROADS BLVD ADD	C2	\$ 140,000	4,565
COMMERCIAL, PARKING LOT-2	PRESTON CONST. & CONSULTING	2774	07/26/17	4343	N	FLOOD	AVE	1	1	VICTORY FAMILY CHURCH	I1	\$ 500,000	60,000
TEMPORARY BLDG/CONST TRAILER-2	BILL VEZAY'S PARTY STORE	3089	07/14/17	1000	SE	ALAMEDA	ST	1	1	CINEMA EAST ADD	C2		
TEMPORARY BLDG/CONST TRAILER-2	PEERLESS EVENTS & TENIS	3366	07/27/17	151		12TH	AVE	1	1	ANATOLE ADD	C2		
Total Permits 24												Average Project Area	9,703
Total Valuation \$ 1,678,059												Total Project Area	232,880

NEW CONSTRUCTION INFORMATION (New Const & New Shell Bldg)		USE		CLASSIFICAT		BUILDING SIZE (Square Feet)		BUILDING TYPE		NEW CONSTRUCTION		VALUATION	
CONTRACTOR	FLINTCO, INC	JERRY KACHEL BUILDERS, INC.	TIMBERLAKE CONSTRUCTION	TIMBERLAKE CONSTRUCTION	RAMTECH BUILDING SYSTEMS	PRESTON CONST & CONSULTING	TEMPORARY BLDG/CONST TRAILER-2						
ADD/ALTS	14	1	16	1	1	1	1	1	1	1	1	1	1
COMMERCIAL, ADD/ALT-2	8,528,000	COMMERCIAL, FIRE REPAIR	150,000	COMMERCIAL, INTERIOR FINISH-2	160,000	COMMERCIAL, NEW CONSTRUCTION	30,797,410	COMMERCIAL, NEW CONSTRUCTION	31,097,410	COMMERCIAL, NEW CONSTRUCTION	40,273,410	COMMERCIAL, NEW CONSTRUCTION	40,273,410
SUBTOTAL NEW CONSTRUCTION \$ 31,097,410 TOTAL ADD/ALT AND NEW CONSTRUCTION \$ 40,273,410													
DEMOLITIONS Address: 563 Buchanan Interior Only Heads-Up Co. Use:													

City of Norman
BUILDING PERMITS AND INSPECTIONS
Issued JULY 2017 - Sorted by Permit Type
RESIDENTIAL PERMITS

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	2838	07/10/17	709		SEDNA	DR	36	1	RED CANYON RANCH SEC 5	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	FLAT SAFE TORNADO SHELTERS	2536	07/03/17	1701		TEAKWOOD	CIR	6	2	WOODCREEK ADD #8	R1	\$ 3,000	32
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	2895	07/06/17	521		HUNTER	DR	47	1	ALAMEDA PARK ADD #3	R1	\$ 2,400	22
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3138	07/12/17	1322		REID PRYOR	RD	7	3	CEDAR LAKE SEC #1	R1	\$ 1,995	22
1 & 2 FAMILY STORM SHELTER-3	CL WILLIAMS EXCAVATING SERV.	3139	07/12/17	4008		BALD EAGLE	DR	18	1	EAGLE CLIFF ADD #11	RM2	\$ 2,500	55
1 & 2 FAMILY STORM SHELTER-3	STORM SAFE	3179	07/14/17	3116		MIDLAND VALLEY	ST	12	3	GREENLEAF TRAILS ADD 1	PUD	\$ 2,500	23
1 & 2 FAMILY STORM SHELTER-3	TORNADO SAFE SHELTERS	3297	07/21/17	3808		WILTSHIRE	DR	8	7	BELLATONA SEC. #1	R1	\$ 3,800	15
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3411	07/28/17	123		ALAMOSA	RD	4	5	LITTLE RIVER TRAILS SEC #2	PUD	\$ 2,300	21
1 & 2 FAMILY STORM SHELTER-3	OKLAHOMA SHELTERS	3418	07/28/17	405	SE	69TH AVE	AVE	31	1W	NOT SUBDIVIDED	PUD	\$ 2,300	48
1 & 2 FAMILY STORM SHELTER-3	GROUND ZERO STORM SHELTERS	3430	07/31/17	3125		MIDLAND VALLEY	ST	16	2	GREENLEAF TRAILS ADD 1	PUD	\$ 2,400	72
1 & 2 FAMILY, ADD OR ALTER-2	FOUR SEASONS SUNROOMS	2635	07/31/17	4112		THOON	ST	13	2	CASCADE ESTATES PUD #7	PUD	\$ 2,000	22
1 & 2 FAMILY, ADD OR ALTER-2	LARKINS, MICHAEL	2676	07/18/17	502		MACY	ST	1	1	SOUTHRIDGE ADD	R1	\$ 20,000	273
1 & 2 FAMILY, ADD OR ALTER-2	BASE, DUSTY & ELIZABETH	2959	07/25/17	800	NW	48TH	AVE	28	3W	NOT SUBDIVIDED	R1	\$ 150,000	4,968
1 & 2 FAMILY, ADD OR ALTER-2	MOHR CONTRACTING, INC.	2894	07/10/17	3060		KLASSEN	BLVD	9	2W	NOT SUBDIVIDED	A2	\$ 40,000	666
1 & 2 FAMILY, ADD OR ALTER-2	OUTDOOR ESCAPES, LLC.	2911	07/10/17	4113		COVENTRY	LN	9	2	BROOKHAVEN #07	R1	\$ 65,000	392
1 & 2 FAMILY, ADD OR ALTER-2	DENNIS, ROBERT E.	2952	07/07/17	2601	S	BERRY	RD	11	1	LAKWOOD PARK	R1	\$ 20,000	100
1 & 2 FAMILY, ADD OR ALTER-2	SHEPHERD, FRANK W & ROBYN L	3081	07/26/17	1419		HUNTINGTON	WAY	17	2	EDGEMERE ADDITION #1	R1	\$ 34,000	396
1 & 2 FAMILY, ADD OR ALTER-2	HARALSON RENOVATIONS	3095	07/27/17	5410		ALAMEDA	ST	36	2W	NOT SUBDIVIDED	A2	\$ 95,000	297
1 & 2 FAMILY, ADD OR ALTER-2	YOUNGER, JD & STEPHANIE	3162	07/13/17	628		GREYSTONE	LN	13	2	BROOKHAVEN #37	R1	\$ 5,000	100
1 & 2 FAMILY, ADD OR ALTER-2	POWELL, CECIL GREGORY JR.	3178	07/17/17	1511		MORLAND	AVE	33	1	UNIVERSITY HEIGHTS ADD	R1	\$ 40,000	322
1 & 2 FAMILY, ADD OR ALTER-2	COOLEY, DANNY	3285	07/28/17	3820		BRIARCREST	DR	20	15	BROOKHAVEN #20	R1	\$ 35,000	540
1 & 2 FAMILY, ADD OR ALTER-2	LOHAUS, LTD	3319	07/24/17	3812		NORTHTRIDGE	RD	6	5	BROOKHAVEN #02	R1	\$ 60,000	350
1 & 2 FAMILY, ADD OR ALTER-2	CAVINS CONSTRUCTION, LLC.	3326	07/24/17	2616		HOLLYWOOD	AVE	16	11	FOREST HILLS ADD	R1	\$ 16,000	50
1 & 2 FAMILY, ADD OR ALTER-2	LESTER, JAMES A.	3367	07/31/17	1224		TROUT	AVE	12	2	TROUT UTILITY-AMENDED	R3	\$ 3,000	192
1 & 2 FAMILY, CARPORT-2	POWELL, CECIL GREGORY JR.	3177	07/17/17	1511		MORLAND	AVE	33	1	UNIVERSITY HEIGHTS ADD	R1	\$ 6,000	360
1 & 2 FAMILY, PAVING-2	ROBINETTS CONCRETE STRUCTUI	2860	07/05/17	3916		GLISTEN	CT	5	4	CASCADE ADDITION	R1	\$ 7,280	670
1 & 2 FAMILY, PAVING-2	BRYANT, JEFF	2868	07/10/17	1416		FARMINGTON	AVE	40	2	SOUTHERN HILLS ADD	R1	\$ 6,000	550
1 & 2 FAMILY, PAVING-2	DUNFORD, BILL & AMY	2869	07/05/17	1020		MOBILE	CIR	4	4	COLONIAL EST # 2	R1	\$ 1,200	235
1 & 2 FAMILY, PAVING-2	CHARLEYS CONCRETE & DRAINAG	2871	07/07/17	1713		DAISY	LN	2	3	SUTTON PLACE ADD #5	R1	\$ 1,950	160
1 & 2 FAMILY, PAVING-2	QUALITY CONCRETE CONSTRUCT	2896	07/10/17	308		MERKLE	DR	4	9	WESTWOOD ESTATES	R1	\$ 8,750	780
1 & 2 FAMILY, PAVING-2	KEAR CONSTRUCTION INC.	2910	07/10/17	2704		BARRY SWITZER	AVE	9	7	ROLLING HILLS ESTATES #2	R1	\$ 11,300	1,519
1 & 2 FAMILY, PAVING-2	CRAFT, NICK	3074	07/07/17	2205		MERIDIAN	DR	21	5	COLONIAL EST # 9	R1	\$ 400	180
1 & 2 FAMILY, PAVING-2	KATY CONSTRUCTION CO	3116	07/17/17	113		KEITH	ST	29	5	CLASSEN-MILLER ADDITION	R1	\$ 518	518
1 & 2 FAMILY, PAVING-2	CAP CONSTRUCTION	3161	07/19/17	1129		LINDSEY	ST	21	7	FACULTY HEIGHTS ADD	R1	\$ 1,500	225
1 & 2 FAMILY, PAVING-2	CHARLEYS CONCRETE & DRAINAG	3189	07/17/17	2909	E	COACH	CT	3	1	ROYAL OAKS ADD #10	PUD	\$ 1,965	170
1 & 2 FAMILY, PAVING-2	STEWART CONCRETE CONST.	3207	07/17/17	2525		ACACIA	CT	8	13	COLLEGE MANOR	R1	\$ 3,500	400
1 & 2 FAMILY, PAVING-2	JAMERSON CONCRETE	3223	07/18/17	2014		VALESSA	DR	4	1	CRESTLAND ESTATES #1	R1	\$ 3,000	364
1 & 2 FAMILY, PAVING-2	TENNYSON CONCRETE, LLC.	3250	07/19/17	1717		CHEYNEY	CT	3	7	HALL PARK #3	R1	\$ 5,500	931
1 & 2 FAMILY, PAVING-2	HINTEX CONSTRUCTION, INC.	3287	07/21/17	3006		TURNBERRY	CT	8	3	HIGHLAND VILLAGE ADD SEC 7	R1	\$ 1,700	192
1 & 2 FAMILY, PAVING-2	J C SMITH CONCRETE	3320	07/24/17	420		SUMMIT	WAY	34	3	SUMMIT LAKES ADD #6	R1	\$ 4,800	800
1 & 2 FAMILY, PAVING-2	MATTON, GAROL	3323	07/24/17	3308		VALLEY BROOK	CT	3	3	SUMMIT VALLEY	R1	\$ 600	264
1 & 2 FAMILY, PAVING-2	SERRATO, JORGE	3329	07/26/17	2016		COTTONWOOD	RD	45	2	HALL PARK	R1	\$ 5,200	360
1 & 2 FAMILY, PAVING-2	OWNER	3420	07/28/17	222		CREST	PL	18	2	CRESTLAND ESTATES #1	R1	\$ 25,000	320
1 & 2 FAMILY, PAVING-2	CHARLEYS CONCRETE & DRAINAG	3422	07/31/17	3927		BELLWOOD	DR	14	1	BROOKHAVEN #01	R1	\$ 4,351	608
1 & 2 FAMILY, STORAGE BLDG-2	TUFF BUILT PORTABLE BUILDINGS	2855	07/05/17	800		LEXINGTON	ST			PARK VILLAGE MOBILE HOME #1	RM4	\$ 5,500	192
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	2846	07/31/17	851	NE	36TH	AVE			NOT SUBDIVIDED	A2	\$ 59,170	2,530
1 & 2 FAMILY, STORAGE BLDG-2	CARLSBAD BUILDERS, LLC.	2914	07/28/17	5410		PIONEER	CIR	5	5	MARLATT ADD	R1	\$ 75,000	2,045
1 & 2 FAMILY, STORAGE BLDG-2	SHEPHERD, FRANK W & ROBYN L	3082	07/26/17	1419		HUNTINGTON	WAY	17	2	EDGEMERE ADDITION #1	R1	\$ 21,000	427
1 & 2 FAMILY, STORAGE BLDG-2	YOUNKINS, MATTHEW W.	3113	07/11/17	4112		CASTLEROCK	RD	34	1	CASTLEROCK ADD #3	R1	\$ 2,000	256
1 & 2 FAMILY, STORAGE BLDG-2	CALLAHAN STEEL BUILDINGS	3119	07/25/17	11621		HILLTOP	DR	10		HILLTOP LAKE ESTATES 2ND	RE	\$ 22,500	1,200
1 & 2 FAMILY, STORAGE BLDG-2	MORTON BUILDINGS	3163	07/13/17	5650		7 A	ST	4	1E	PRIDE #007	A2	\$ 50,000	2,592
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	3185	07/14/17	1600		CANTERBURY	ST	14	9	WOODSLAWN ADD #3	R1	\$ 3,800	160
1 & 2 FAMILY, STORAGE BLDG-2	PERRY, BRAD	3186	07/14/17	5201	E	TECLUMSEH	RD	12	2W	NOT SUBDIVIDED	A2	\$ 15,000	1,200
1 & 2 FAMILY, STORAGE BLDG-2	QUALITY BUILDINGS INC.	3192	07/14/17	404	W	HAYES	ST	3	2	SOONER HOMES ADD	R1	\$ 3,450	100
1 & 2 FAMILY, STORAGE BLDG-2	QUALITY BUILDINGS INC.	3193	07/14/17	404	W	HAYES	ST	3	2	SOONER HOMES ADD	R1	\$ 2,370	96
1 & 2 FAMILY, STORAGE BLDG-2	BRADSHAW, JAMES & JAMMIE	3230	07/19/17	16225	E	KASEY	DR	17	1W	INDIAN VALLEY ESTATES	A2	\$ 11,500	560
1 & 2 FAMILY, STORAGE BLDG-2	OKLAHOMA CONTAINER CORP.	3291	07/21/17	10901	E	POST OAK	RD	14	1W	NOT SUBDIVIDED	A2	\$ 3,200	320
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	3335	07/25/17	4015	E	ROBINSON	ST	23	2W	NOT SUBDIVIDED	A2	\$ 26,750	1,800
1 & 2 FAMILY, STORAGE BLDG-2	GOTCHA COVERED INC.	3336	07/25/17	8001		POST OAK	RD	17	1W	NOT SUBDIVIDED	A2	\$ 8,200	600
1 & 2 FAMILY, STORAGE BLDG-2	OWNER	3420	07/28/17	222		CREST	PL	18	2	CRESTLAND ESTATES #1	R1	\$ 25,000	320
1 & 2 FAMILY, STORAGE BLDG-2	TUFF SHED	3423	07/31/17	1721		OAKWOOD	DR	23	2	LYDICKS #2	R1	\$ 6,776	192

City of Norman
BUILDING PERMITS AND INSPECTIONS
RESIDENTIAL PERMITS
Issued JULY 2017 - Sorted by Permit Type

Permit Type	Contractor	Permit #	Issued	Street #	Direction	Street Name	Street Type	Lot	Block	Subdivision	Zoning	Valuation	Project Area
1 & 2 FAMILY, SWIMMING POOL-3	PLEASANT POOLS	2897	07/07/17	4227		LORINGS	CIR	6	5	CARRINGTON PLACE ADD #11	R1	\$ 66,260	890
1 & 2 FAMILY, SWIMMING POOL-3	OUTDOOR ESCAPES, LLC.	2912	07/10/17	4113		COVENTRY	LN	9	2	BROOKHAVEN #07	R1	\$ 45,000	455
1 & 2 FAMILY, SWIMMING POOL-3	ACE POOLS	3316	07/25/17	8600		PAYTON	LN	11A	1	STERLING HEIGHTS	RE	\$ 32,000	500
1 FAMILY, MANUF HOME REPLACEMENT-2	BECKNELL, BILLY RAY	3084	07/12/17	1100	SE	108TH	AVE	34	1W	WINDEMERE HEIGHTS	A2	\$ 39,042	1,120
1 FAMILY, MANUFACTURED HOME-2	PITCHFORD, RYAN	3296	07/24/17	16016		NELSON	RD	2	5	LITTLE AXE ACRES	RE	\$ 13,500	784
1 FAMILY, MANUFACTURED HOME-2	PARSON, JANNA	3188	07/19/17	8501		BENNY BRUCE	ST	5	2	PRIDE #031	RE	\$ 61,999	1,216
1 FAMILY, NEW CONSTRUCTION-2	GENESIS FINE HOMES, LLC.	2103	07/06/17	930		SIENA SPRINGS	DR	17	1	SIENA SPRINGS ADD #1	PUD	\$ 275,000	4,262
1 FAMILY, NEW CONSTRUCTION-2	GEMINI DEVELOPMENT CORP	2266	07/06/17	800		TRISHA	LN	31	1	ARBOR LAKE ADD #4	R1	\$ 300,060	4,367
1 FAMILY, NEW CONSTRUCTION-2	SWANSON HOMES, LLC.	2451	07/06/17	513		MOSSWOOD	RD	2	15	VINTAGE CREEK ADDITION	PUD	\$ 200,000	3,108
1 FAMILY, NEW CONSTRUCTION-2	SHERIDAN HOMES, LLC.	2501	07/18/17	517		HUNTER	DR	46	1	ALAMEDA PARK ADD #3	R1	\$ 140,310	2,223
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	2705	07/12/17	4304		MOORGATE	DR	2	2	CARRINGTON PLACE ADD #13	R1	\$ 775,555	5,562
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	2729	07/18/17	3421	NW	48TH	AVE	4	1	FOUNTAIN VIEW SEC. #4	PUD	\$ 2,000,000	23,831
1 FAMILY, NEW CONSTRUCTION-2	CADDELL, DAVID CONST.	2802	07/14/17	5001	E	TECUMSEH	RD	12	2W	NOT SUBDIVIDED	A2	\$ 250,000	3,562
1 FAMILY, NEW CONSTRUCTION-2	RIVERSTONE HOMES	2806	07/12/17	1907		ASHFORD	LN	18A	1	BROOKHAVEN PLACE	PUD	\$ 429,945	2,744
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	2837	07/10/17	709		SEDONA	DR	36	1	RED CANYON RANCH SEC 5	PUD	\$ 243,090	2,701
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	2848	07/10/17	3124		OLD FRISCO	RD	11	3	GREENLEAF TRAILS ADD 8	R1	\$ 246,960	2,744
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	2854	07/12/17	3615		CAROLYN RIDGE	RD	12	2	RED CANYON RANCH SEC 5	PUD	\$ 242,640	2,696
1 FAMILY, NEW CONSTRUCTION-2	LAIRSON, TONY & PEGGY	2875	07/14/17	3300	SE	84TH	AVE	8	1W	NOT SUBDIVIDED	A2	\$ 252,000	4,284
1 FAMILY, NEW CONSTRUCTION-2	BYRD BUILDING	2887	07/19/17	508		FLINT RIDGE	DR	3	1	BROOKHAVEN #35	R1	\$ 900,000	6,364
1 FAMILY, NEW CONSTRUCTION-2	BYRD BUILDING	2888	07/19/17	4205		FARM HILL	RD	23	1	FOUNTAIN VIEW SEC. #1	R1	\$ 850,000	6,002
1 FAMILY, NEW CONSTRUCTION-2	BYRD BUILDING	2889	07/18/17	4521		FARM HILL	RD	5	1	FOUNTAIN VIEW SEC. #1	R1	\$ 800,000	6,306
1 FAMILY, NEW CONSTRUCTION-2	LANDMARK FINE HOMES, LP.	2891	07/19/17	4216		MOORGATE	DR	7	2	CARRINGTON PLACE ADD #13	R1	\$ 644,760	5,079
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	2961	07/17/17	722		BLUE FISH	RD	6	2	TRAILWOODS SEC 10	PUD	\$ 179,010	1,989
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	2967	07/19/17	913		OLD FRISCO	RD	5	3	GREENLEAF TRAILS ADD 8	PUD	\$ 216,540	2,406
1 FAMILY, NEW CONSTRUCTION-2	C.A. MCCARTY CONSTRUCTION LL	3076	07/07/17	3441		MONTILLA	CT	16	2	MONTOHO RIDGE SEC. #1	PUD	\$ 600,000	5,776
1 FAMILY, NEW CONSTRUCTION-2	VESTA HOMES, INC.	3102	07/25/17	2226		KIMBALL	DR	5	4	ST JAMES PARK ADD 6	R1	\$ 210,000	2,411
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3124	07/19/17	3152		MIDLAND VALLEY	ST	3	3	GREENLEAF TRAILS ADD 1	PUD	\$ 216,990	2,411
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	3135	07/18/17	5505		RAWHIDE	RD	2	5	GLENRIDGE SEC. #2	PUD	\$ 281,000	3,443
1 FAMILY, NEW CONSTRUCTION-2	WINDSTONE CONSTRUCTION	3136	07/18/17	5917		WINDSTONE	DR	2	2	GLENRIDGE SEC. #1	PUD	\$ 293,000	3,694
1 FAMILY, NEW CONSTRUCTION-2	DUNFORD, RICHARD & JENNIFER	3159	07/19/17	5911		MASON	ST	14	2	PRIDE #130	RE	\$ 40,000	1,800
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES LLC	3199	07/25/17	3315		EVERTON	CT	12	3	ST JAMES PARK ADD 5	R1	\$ 196,290	2,999
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES LLC	3200	07/25/17	409		PERTH	CT	3	1	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 166,580	2,609
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES LLC	3201	07/25/17	413		PERTH	CT	4	1	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 174,960	2,773
1 FAMILY, NEW CONSTRUCTION-2	BROOKFIELD CUSTOM HOMES LLC	3202	07/25/17	421		PERTH	CT	6	1	HIGHLAND VILLAGE ADD SEC 8	R1	\$ 183,600	2,864
1 FAMILY, NEW CONSTRUCTION-2	LEGACY CONSTRUCTION & DEVEL	3211	07/24/17	1000		CORBETT	DR	33	2	ARBOR LAKE ADD #5	R1	\$ 360,000	4,973
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3231	07/21/17	904		OLD FRISCO	RD	2	4	GREENLEAF TRAILS ADD 8	PUD	\$ 181,530	2,017
1 FAMILY, NEW CONSTRUCTION-2	IDEAL HOMES OF NORMAN	3232	07/21/17	310		SONORA	LN	12	2	LITTLE RIVER TRAILS SEC #1	PUD	\$ 268,830	4,026
1 FAMILY, NEW CONSTRUCTION-2	HOME CREATIONS, INC.	3234	07/24/17	3809		ABINGDON	DR	1	2	BELLATONA SEC. #1	R1	\$ 168,840	2,495
GARAGE APT, NEW CONST	GORDON, TRACY	3255	07/20/17	618	N	IGNES	AVE	2	17	J.A. JONES ADDITION	R2	\$ 100,000	1,135
3+ FAMILY, ADD OR ALTER	DESIGN+BUILD GROUP, LLC	2344	07/07/17	730		STINSON	ST	1	1	THE LODGE AT STINSON	RM6	\$ 390,000	5,555

MONTHLY BUILDING REPORT SUMMARY - NORMAN, OK

8/3/2017

RESIDENTIAL PERMITS	JULY 2017			JULY 2016		
	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
New Construction						
1 Family						
Detached Dwellings	32	32	\$12,287,490	27	27	\$6,441,734
Attached Dwellings	0	0	\$0	0	0	\$0
Manufactured Home (New)	2	2	\$75,499	1	1	\$36,595
Other (Non-dwelling)	0	na	\$0	0	na	\$0
2 Family						
Duplexes (2 DU per bldg)	0	0	\$0	4	4	\$529,920
Garage Apartments	1	1	\$100,000	0	0	\$0
3+ Family						
Foundation	0	na	\$0	0	na	\$0
Shell	0	na	\$0	0	na	\$0
Interior Finish	0	0	\$0	0	0	\$0
Full Permit (3-4 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	1	na	\$35,000
Total Residential New	35	35	\$12,462,989	33	32	\$7,043,249
Net Residential Demos & Removals		-2			-1	
Net Residential Units		33			31	
Additions & Alterations						
1 & 2 Family						
Additions & Alterations	14		\$585,000	6		\$323,000
Manufactured Home (Replace)	1		\$39,042	0		\$0
Paving & Pools	22		\$237,774	14		\$243,427
Accessory Buildings	18		\$347,216	12		\$248,080
Storm Shelters	10		\$25,695	15		\$47,800
3+ Family						
Addition & Alteration (All Types)	1		\$390,000	1		\$250,000
Total Residential Additions & Alterations	66		\$1,624,727	48		\$1,112,307
TOTAL RESIDENTIAL	101		\$14,087,716	81		\$8,155,556

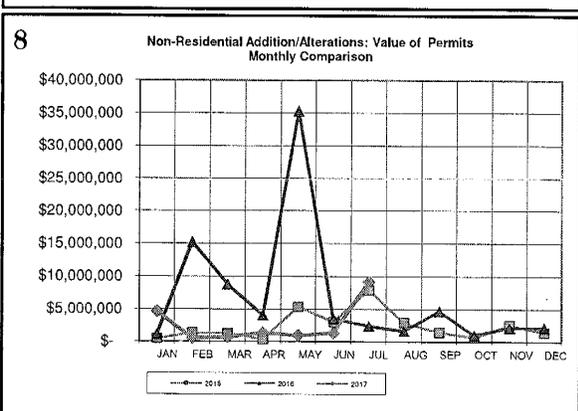
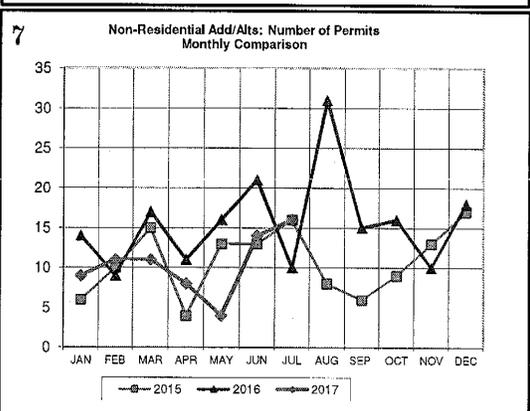
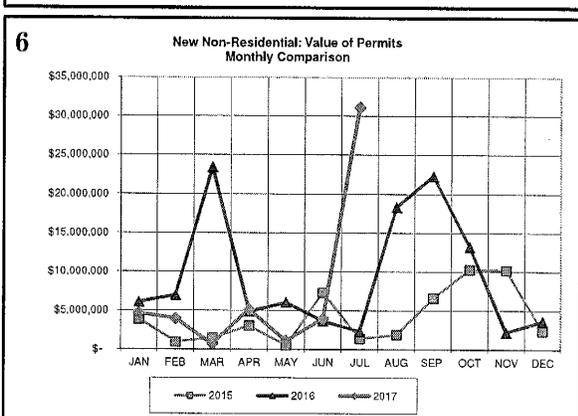
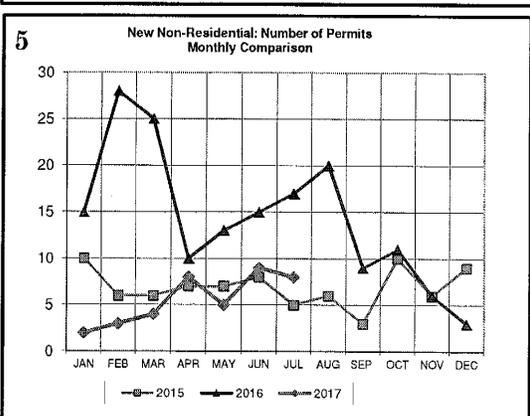
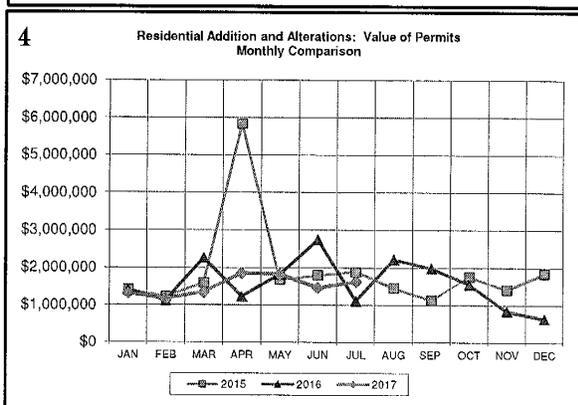
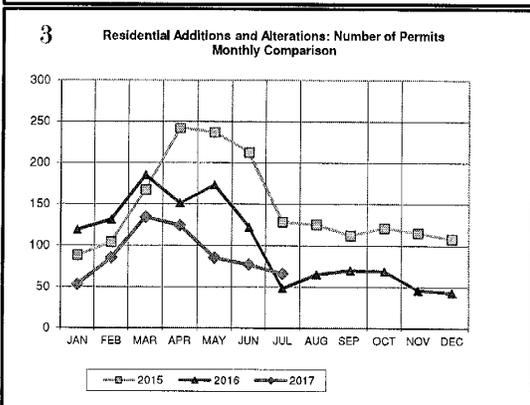
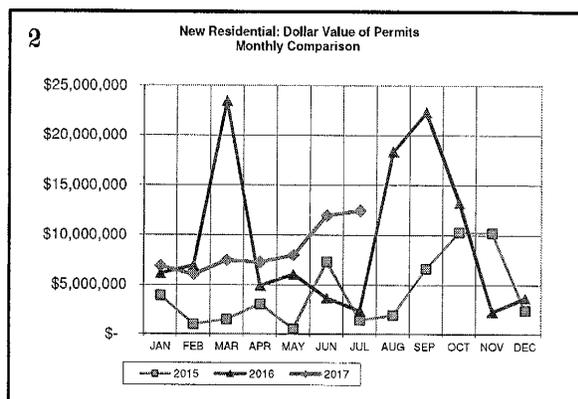
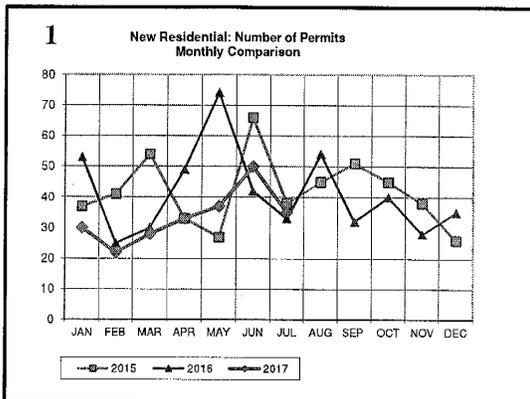
NON-RESIDENTIAL PERMITS	Number of Permits	Valuation	Number of Permits	Valuation
New Construction				
Foundation	0	\$0	0	\$0
Shell	1	\$140,000	0	\$0
Interior Finish	2	\$160,000	4	\$250,500
Full Permit	5	\$30,797,410	13	\$2,106,000
Total Non-Residential New	8	\$31,097,410	17	\$2,356,500
Additions & Alterations				
Additions & Alterations (All Types)	16	\$9,176,000	10	\$2,406,897
Total Non-Residential Additions & Alterations	16	\$9,176,000	10	\$2,406,897
TOTAL NON-RESIDENTIAL	24	\$40,273,410	27	\$4,763,397

TOTAL ALL PERMITS	125	\$54,361,126	108	\$12,918,953
--------------------------	------------	---------------------	------------	---------------------

OTHER ACTIVITY	Number	Number
Electrical Permits	113	107
Heat/Air/Refrigeration Permits	124	119
Plumbing & Gas Permits	130	148
Sign Permits	37	41
Water Well Permits	3	2
Garage Sale Permits	179	181
Structure Moving Permits	3	1
Demo - Residential Permits	2	4
Demo - Non-residential Permits	1	2
Temporary Const Bldgs & Roll-off Permits	19	20
Lot Line Adjustments Filed	2	1
Certificate of Occupancy (CO) Permits	106	91
All Field Inspections	2,051	2,254

YEAR TO DATE	JAN-JULY 2017			JAN-JULY 2016		
	Number of Permits	Dwelling Units	Valuation	Number of Permits	Dwelling Units	Valuation
Residential New Construction	235	231	\$60,044,791	306	914	\$125,968,745
Residential Demos/Removals	na	-13	na	na	-18	na
Residential Additions/Alterations	624	na	\$18,603,637	929	na	\$70,422,381
Non-residential New Construction	39	na	\$50,725,529	123	na	\$53,446,876
Non-residential Additions/Alterations	73	na	\$18,603,637	98	na	\$70,422,381
TOTAL YEAR TO DATE	971	218	\$147,977,594	1456	896	\$320,260,383

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



REVITALIZATION 10C

CDBG and HOME Investment Partnerships Programs

The Vicksburg six-unit development being undertaken by the Norman 2015 CHDO is under construction with completion estimated for September 2017. This project is partially funded by the City of Norman HOME Program. LG Construction, Inc. is the construction contractor.

CDBG Disaster Relief Grant

Construction is underway on Project #1 (100% complete) located on 108th Ave SE and Project #2 (100% complete) located on 120th Ave SE. Punch lists are being completed by contractor. Project #'s 3, 5, and 6 generally located at 120th AVE NE and Tecumseh NE are underway.

Projects #8 (120th Ave NE from Tecumseh Road to Stella Road) and #9 (Stella Road from 132nd Ave NE to 144th Ave NE) is out to bid with a bid date of August 10, 2017.

Project 4: 84th Ave NE from Rock Creek Road to north end (.3 miles) and Project 7: Rock Creek Road from 108th Ave NE to 120th Ave NE (1 mile) are scheduled to be out to bid in September 2017.

Homeless Activities

On July 20, the housing placement report for the Ready for Zero initiative was made to Community Solutions for the month of June. There were nine housing placements made (2 Veteran; 7 Chronic). Community Solutions and HUD are currently reviewing housing placement data for Veterans to determine if Functional Zero has been obtained.

Housing Programs

July 2017

CDBG

- One rehabilitation project is under contract, One rehabilitation project was completed since July 1, 2017.
- Two emergency repair projects are under contract; One emergency repair project was completed since July 1, 2017.
- Three accessibility modifications are under contract; one accessibility modification projects has been completed since July 1, 2017.

Social and Voluntary Services Commission

Twenty-four non-profit agencies submitted applications totaling almost \$270,000 for the \$175,000 allocated in the FYE18 City of Norman budget. On June 19, 2017 applicants made presentations to the Social and Voluntary Services Commission. On June 26, 2017, the Social and Voluntary Services Commission met and recommended funding to twenty-two of the applicants. Contracts are being prepared and are tentatively scheduled for consideration by the Norman City Council at the August 22, 2017 meeting.

POLICE

11



Administrative Summary

July 2017 Summary

Operations



Part I Crimes	2017	Current		2016	2017	Year-To-Date		2016
		MONTH 5YR AVG				YTD 5YR AVG		
Murder	0	1		0	4	3		2
Rape	1	4		5	31	32		37
Robbery	5	5		8	29	35		43
Agg. Assault	13	17		12	99	95		113
Burglary	59	75		59	359	457		432
Larceny	197	314		236	1,506	2,107		1,703
Motor Vehicle Theft	26	27		37	165	177		253
Arson	0	1		1	1	3		4
Part I Totals:	301			358	2,194			2,587
Part II Crimes								
DUI/APC	30	45		33	236	327		240
Drunkenness	71	67		52	394	441		364
Drug Violations	88	85		67	620	693		563
Forgery	23	28		23	139	175		133
Vandalism	69	85		94	587	543		634
Others	330	NA		335	2,475	NA		2,660
Part II Totals:	611			604	4,451			4,594
Total Reported Crime:	912			962	6,645			7,181
Other Reported Activity								
Public Peace Reports	185	138		180	1,323	989		1,253
Warrants Served	143	125		116	771	903		836
Other Reports Totals:	328			296	2,094			2,089
Total Case Reports:	1,240			1,258	8,739			9,270
Collisions								
Fatality	0	1		0	0	2		1
Injury	39	48		66	371	333		381
Non-Injury	116	148		107	895	1,024		916
Total Collisions:	155			173	1,266			1,298
Call for Service								
CAD Activity (Total)	11,891	NA		10,501	73,839	NA		69,557
Calls for Service (Police)	9,137	NA		7,885	55,312	NA		51,283
Total CFS:	21,028			18,386	129,151			120,840
Citations & Warnings:								
Citations	1,441	NA		1,216	10,420	NA		10,333
Warnings	2,438	NA		1,419	14,743	NA		8,569
Total Citations & Warnings:	3,879			2,635	25,163			18,902

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

** Five Year Average based on 2012 to 2016

ANIMAL CONTROL 11A



Norman Animal Welfare Shelter Animal Count

07/01/2017 to 07/31/2017



Beginning Animal Counts

CANINE		
Adult	Up to 5 Months	Age Unknown
44	17	16

FELINE		
Adult	Up to 5 Months	Age Unknown
20	73	18

Animal Intake

Stray At Large
Relinquished by Owner
Owner-Intended Euthanasia
Transferred In
Other Intakes
Total Live Intakes

CANINE		
Adult	Up to 5 Months	Age Unknown
69	8	26
25	19	8
2	0	1
0	0	0
3	2	2
99	29	37

FELINE		
Adult	Up to 5 Months	Age Unknown
17	37	23
13	14	10
0	0	0
0	0	0
0	13	0
30	64	33

Animal Outcomes

Live Outcomes

Adoption
Returned to Owner
Transferred Out
Returned to Field
Other Live Outcome
SubTotal Live Outcomes

CANINE		
Adult	Up to 5 Months	Age Unknown
47	25	16
23	1	13
20	3	3
0	0	0
0	0	0
90	29	32

FELINE		
Adult	Up to 5 Months	Age Unknown
14	53	20
1	0	3
11	20	4
0	0	0
0	0	0
26	73	27



Norman Animal Welfare Shelter Animal Count

07/01/2017 to 07/31/2017



Animal Outcomes

Died in Care
Lost in Care
Shelter Euthanasia
Owner-Intended Euthanasia
Subtotal Other Outcomes
Total Outcomes

Other Outcomes

CANINE		
Adult	Up to 5 Months	Age Unknown
0	0	0
0	0	0
9	0	6
2	0	1
11	0	7
101	29	39

FELINE		
Adult	Up to 5 Months	Age Unknown
0	2	0
0	0	1
0	11	2
0	0	0
0	13	3
26	86	30

Ending Animal Counts

CANINE		
Adult	Up to 5 Months	Age Unknown
50	9	14

FELINE		
Adult	Up to 5 Months	Age Unknown
26	49	21

Live Release Rate for July 2017= 89.93%

Kennel Statistics Report
Intakes from 07/01/17 to 07/31/17

	DOG	PUPPY	CAT	KITTEN	OTHER	TOTAL
TOTAL	147	31	74	89	32	373
CONFISCAT	5	2	0	0	0	7
CRUELTY	1	1	0	0	0	2
POLICE	4	1	0	0	0	5
DISPO REQ	9	0	6	2	10	27
FIELD	7	0	4	2	9	22
OTC	2	0	2	0	1	5
EUTH REQ	3	0	0	0	0	3
FIELD	1	0	0	0	0	1
OTC	2	0	0	0	0	2
FOSTER	2	2	5	23	0	32
OTC	2	2	5	23	0	32
NEW BORN	0	0	0	13	0	13
AN CONTROL	0	0	0	5	0	5
OTC	0	0	0	8	0	8
OWNER SUF	20	17	20	9	0	66
FIELD	0	6	5	0	0	11
OTC	20	11	15	9	0	55
RETURN	13	2	3	5	0	23
OTC	13	2	3	5	0	23
STRAY	95	8	40	37	3	183
FIELD	45	2	12	7	3	69
OTC	50	6	28	30	0	114
WILDLIFE	0	0	0	0	19	19
FIELD	0	0	0	0	14	14
OTC	0	0	0	0	5	5

Kennel Statistics Report
Outcomes from 07/01/17 to 07/31/17

	DOG	PUPPY	CAT	KITTEN	OTHER	TOTAL
TOTAL	153	30	68	101	30	382
ADOPTION	86	28	49	73	0	236
	0	0	1	0	0	1
IN FOSTER	0	0	0	1	0	1
OUT EVENT	4	0	0	0	0	4
REFERRAL	0	2	0	0	0	2
RESCUE GRP	23	3	15	20	0	61
WALKIN	59	23	33	52	0	167
DIED	0	0	0	2	1	3
ENROUTE	0	0	0	0	1	1
IN FOSTER	0	0	0	1	0	1
IN KENNEL	0	0	0	1	0	1
DISPOSAL	9	0	7	2	11	29
	1	0	0	0	0	1
CREM-PRIV	1	0	2	0	0	3
CREM-SHELT	7	0	5	2	11	25
EUTH	18	0	2	11	1	32
AGED	1	0	0	0	0	1
AGGRESSIVE	5	0	0	0	0	5
BEH MANAGE	4	0	0	0	0	4
BEH SEVERE	2	0	0	0	0	2
COND MINOR	1	0	0	0	0	1
COND SEVER	4	0	2	10	1	17
ILL SEVERE	0	0	0	1	0	1
OWNER REQ	1	0	0	0	0	1
FOSTER	3	2	6	13	0	24
BEH MANAGE	1	0	0	0	0	1
INJ MINOR	1	0	2	1	0	4
SPACE	1	0	0	0	0	1
UNDRAGE/WT	0	2	4	12	0	18

	DOG	PUPPY	CAT	KITTEN	OTHER	TOTAL
RTO	37	0	4	0	0	41
LOST RPT	2	0	0	0	0	2
PHONE	4	0	0	0	0	4
WALKIN	31	0	3	0	0	34
WEB	0	0	1	0	0	1
TRANSFER	0	0	0	0	17	17
	0	0	0	0	6	6
WILDCARE	0	0	0	0	11	11

Kennel Statistics Report
Animals On Hand on 07/31/17

	DOG	PUPPY	CAT	KITTEN	OTHER
Total	57	9	38	27	3
CLEVELAND CNTY	0	5	0	0	0
MCCLAIN CNTY	1	0	0	0	0
NORMAN	56	4	38	27	3



Norman Animal Welfare Kennel Comparisons Statistics



"Intake Comparisons"

	7/1/16 to 7/31/16	7/1/17 to 7/31/17		
Dogs				
Strays	99	103	↑	4.0 %
Owner Surrenders	21	52	↑	147.6 %
Others	5	7	↑	40.0 %
Total Dogs Received:	125	162	↑	29.6 %
Cats				
Strays	111	77	↓	30.6 %
Owner Surrenders	25	37	↑	48.0 %
Others	0	13	↑	1300.0 %
Total Cats Received:	136	127	↓	6.6 %
Total Intakes:	261	289	↑	10.7 %

"Outcome Comparisons"

	7/1/16 to 7/31/16	7/1/17 to 7/31/17		
Dogs				
Adoption	67	114	↑	70.1 %
Euthanasia	10	15	↑	50.0 %
Return to Owner	34	37	↑	8.8 %
Others	1	0	↓	100.0 %
Total Dogs Dispositioned:	112	166	↑	48.2 %
Cats				
Adoption	66	122	↑	84.8 %
Euthanasia	21	13	↓	38.1 %
Return to Owner	7	4	↓	42.9 %
Others	8	3	↓	62.5 %
Total Cats Dispositioned:	102	142	↑	39.2 %
Total Outcomes:	214	308	↑	43.9 %



Norman Animal Welfare Average Days In Kennel

7/1/2017 - 7/31/2017



Type	Total Animals	Average Days
Dogs	163	13
<u>Strays</u>	<u>109</u>	<u>14</u>
<u>Owner Surrenders</u>	<u>33</u>	<u>10</u>
<u>Others</u>	<u>21</u>	<u>9</u>
Cats	112	18
<u>Strays</u>	<u>62</u>	<u>20</u>
<u>Owner Surrenders</u>	<u>32</u>	<u>19</u>
<u>Others</u>	<u>18</u>	<u>7</u>
Others	19	1
<u>Strays</u>	<u>1</u>	<u>1</u>
<u>Others</u>	<u>18</u>	<u>1</u>

Monthly Service By Assignment

January 2017 to July 2017
Animal Welfare Volunteers



Place	Assignment	Jan 2017 Hours	Feb 2017 Hours	Mar 2017 Hours	Apr 2017 Hours	May 2017 Hours	Jun 2017 Hours	Jul 2017 Hours	Total Hours
Norman Animal Welfare Center	Groomer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Bather / Groomer	2:26	0:00	0:00	0:00	0:51	0:00	0:00	3:17
	NAWC-Beautification Volunteer	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Cat Socializer	47:06	51:40	62:57	41:31	33:06	75:34	67:53	379:47
	NAWC-Community Outreach Volunteer	0:00	5:35	6:18	0:00	3:25	3:00	0:00	18:18
	NAWC-Dog Handler	89:59	99:04	163:06	230:05	142:34	118:18	146:35	989:41
	NAWC-Foster Program	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00
	NAWC-Laundry	3:45	5:57	6:43	11:50	2:47	9:53	11:57	52:52
	NAWC-Lobby Greeter	24:13	21:45	16:31	47:35	59:31	44:08	31:52	245:35
	NAWC-Orientation	19:00	13:00	23:00	37:00	17:00	20:30	12:00	141:30
	NAWC-Photographer	2:15	0:00	12:35	6:40	12:35	11:11	17:21	62:37
Other Volunteer Services	0:00	0:00	0:00	0:00	0:00	0:00	0:00	0:00	
Total		188:44	197:01	291:10	374:41	271:49	282:34	287:38	1,893:37
Grand total		188:44	197:01	291:10	374:41	271:49	282:34	287:38	1,893:37

PUBLIC WORKS

12

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
July 2017

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed 1 Final Plat and 1 Resolution for the Vacation of a Plat for City Council review, and 1 Final Plat for Development Committee Action. The Development Engineer reviewed 13 sets of construction plans and 3 punch lists. There were 114 permits reviewed and/or issued. Fees were collected in the amount of \$9,890.80.

CAPITAL PROJECTS

SH-9E and Lindsey Street Interchanges

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

The project involves the following items:

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

The contractor's activities this month were as follows:

- Opening the interchange to traffic in all directions on July 21, 2017
- Continue to apply anti-graffiti paint on the ramp walls and Lindsey Street bridge piers
- Continue forming planters on the Lindsey Street bridge deck
- Complete parapet walls on the Lindsey Street bridge deck
- Complete installation of the Lindsey Bridge traffic signal

Lindsey Street from 24th Avenue SW to east of Berry Road:

Construction on the Lindsey Street Reconstruction and Widening Project is scheduled to begin on Tuesday, July 5, 2016. This is a \$28.4 million construction project under construction by Sherwood Construction of Tulsa, Oklahoma. The contract time is set at 500 days with a \$5,000 per day incentive with a maximum of 100 days. Completion of this project is estimated to be October 2017. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project. Lindsey Street between 24th Avenue and Berry Road will remain open during construction. When the Lindsey Street Bridge over Imhoff Creek located between Berry Road and Pickard Avenue is replaced, this portion of the road will be closed, except for local traffic, for a maximum of 100 days.

The project involves the following items:

- Widening West Lindsey Street from 3 lanes to 4 lanes with additional lanes at intersections
- New bridge over Imhoff Creek
- Continuous sidewalks on both sides of the street
- Access management to adjacent properties
- Multi-modal improvements including bicycle lanes
- Aesthetic enhancements including decorative pavement, landscaping, and roadway lighting
- Underground utilities

*Monthly Progress Report
Public Works (July 2017)*

- Accessibility for disabled individuals
- Drainage improvement for the corridor

Construction on the Lindsey Street Bridge over Imhoff Creek began on Tuesday, July 5, 2016. The portion of Lindsey Street between Berry Road and Pickard Avenue is closed to through traffic. Signs are placed to direct the traveling public.

The contractor's activities this month were as follows:

- Continued the installation of the storm pipeline going north on McGee Drive
- Continued to place concrete on the roadway for Lindsey Street
- Continued to construct driveways through the corridor.

Franklin Road Bridge over the Little River:

Construction on the Franklin Road Bridge Project began on Monday, January 16, 2017. This is a \$3.7 million project under construction by Frontier Bridge of Okarche, Oklahoma. This project is a part of the 2012 Bond Program. Contract time is set at 180 days with an estimated completion date of July 15, 2017. The Oklahoma Department of Transportation (ODOT) is administering the construction of this project. The contractor closed Franklin Road between 24th Avenue NW and 12th Avenue NW to through traffic on January 16 for the duration of the project, in order to remove and reconstruct the bridge over the Little River. The detour during the construction of the project is Tecumseh Road. City staff met with officials from Moore-Norman Technology Center in November 2016 to inform them of the upcoming construction project.

The project involved the following items:

- Replaces existing 2-lane bridge over Little River
- Replaces 2,000 feet of pavement on Franklin Road
- Adds 10-foot shoulders to roadway
- Reduces roadway flooding
- Improves public safety and accessibility

The contractor's activities this month were as follows:

- Completed the bridge deck on the east bridge
- Constructed the paving for the roadway

2013 CDBG-DR Project Groups 1 and 2:

Construction on the CDBG-DR Project Groups 1 and 2 began on June 16th, 2016. Project Group 1 includes: 84th Avenue NE from Tecumseh Road to Franklin Road, Tecumseh Road from 84th Avenue NE to 120th Avenue NE, and 96th Avenue NE from south of Rock Creek Road to Tecumseh Road. Project Group 2 includes 108th Avenue SE and 120th Avenue SE, both from Etowah Road to State Highway 9. This is a \$7.8 million construction project under contract with Silver Star Construction of Moore, Oklahoma. This project is 100% funded by the Department of Housing and Urban Development (HUD) and administered by Oklahoma Department of Commerce (ODOC). Construction engineering services will be completed by Atkins North America of Norman, Oklahoma. Road closures will be necessary during the culvert replacement phase of construction. Detour routes will be posted and local access will be provided at all times during construction.

The project involves the following items:

- Subgrade Stabilization
- New 6" asphalt pavement
- Some roadway widening
- Culvert replacement at most locations
- Ditch grading

Group 2 projects were substantially complete in April. The major focus of work now is construction of the three Group 1 Projects on 84th Avenue NE, Tecumseh Road and 96th Avenue NE.

*Monthly Progress Report
Public Works (July 2017)*

The contractor's activities this month were as follows:

- Finish culvert installations and subgrade stabilization on 96th Avenue NE
- Begin asphalt paving on 96th Avenue NE
- Begin culvert installations on Tecumseh Road between 84th Avenue NE and 96th Avenue NE
- Begin road grading on Tecumseh Road between 84th Avenue NE and 96th Avenue NE

Main Street Streetscape Project:

Waterline construction on the Main Street Streetscape Project located between James Garner Avenue and Park Drive began on Monday, March 20, 2017 and was completed on Wednesday May 17, 2017.

ODOT held the Streetscape Bid opening on Thursday, May 18, 2017 and awarded the project to the low bidder Rudy Construction on Tuesday, June 5, 2017 in the amount of \$3,052,466.98. The entire streetscape project cost for design, right-of-way, utility relocation and construction will be approximately \$3.9 million.

This project involves the following items:

- New Waterline
- Landscaping and Street Furniture
- Sidewalks and ADA Ramps
- Lighting and Traffic Signal Upgrades
- Asphalt Pavement Rehabilitation

The contractor's activities this month were as follows:

No work was done on this project this month. Rudy Construction plans to begin construction on or about Monday, October 2, 2017, which coincides with the ODOT late start date

Federally funded Resurfacing Project:

Construction began on the Citywide resurfacing projects on May 10, 2017. The three projects include:

- Imhoff Road- Classen Boulevard to 24th Avenue SE
- Constitution Street- Jenkins Avenue to Oak Tree Avenue
- Lindsey Street- Pickard Avenue to Jenkins Avenue

The project is estimated to cost approximately \$970,000. The Oklahoma Department of Transportation (ODOT) is administering the bid opening and construction of this project.

This project involves the following items:

- Pavement Patching
- Asphalt Pavement Rehabilitation
- Sidewalk replacements at specific locations
- New ADA ramps where needed
- Pedestrian pedestal replacements to accommodate new ADA ramps
- Video detection upgrades at specific intersections

The contractor's activities this month were as follows:

- Finish pavement patching on Lindsey Street between Pickard Avenue and Jenkins Avenue
- 2" asphalt pavement mill on Lindsey Street between Pickard Avenue and Jenkins Avenue
- Begin 2" asphalt overlay on Lindsey Street between Pickard Avenue and Jenkins Avenue

Imhoff Road and Constitution Street are complete with the exception of pavement markings, which will be completed after Lindsey Street has been repaved.

Sidewalk Program:

FYE 2017 Concrete Projects bid was awarded on August 9, 2016 by City Council to Central Contracting services in the amount of \$246,025.00 for the four following projects to be completed throughout the fiscal year 2017:

*Monthly Progress Report
Public Works (July 2017)*

- **Citywide Sidewalk Reconstruction Program** which is intended to assist property owners in repairing existing sidewalks and constructing new sidewalks along an entire city block. Property owners who wish to participate in the Citywide Sidewalk Reconstruction Project will pay fifty percent (50%) of the estimated cost, with the City paying the remaining fifty- percent (50%) from funds allocated to this project. No citywide sidewalk construction in July of 2017.
- **Sidewalk Accessibility Program** which provides sidewalk ramps where none exist and rebuilds existing ramps that do not comply with the current Americans with Disabilities Act (ADA) standards. This project will construct approximately fourteen (50) curb ramps. Locations are determined at the request of citizens and along arterial and collector streets that do not currently have ramps at street-sidewalk intersections. Project sites in this year's program will include the intersections along Wylie Road, Biloxi Drive and Chautauqua Avenue. Accessibility ramps constructed at the intersection of Flood Ave. and Symmes Street improving the existing ramps to ADA compliance and adding four new ramps crossing Flood Ave providing better access to the northeast corner of Lions Park.
- **Sidewalk Program for Schools and Arterials Program** is used to construct new sidewalks adjacent to elementary schools that have no sidewalks and along walking routes to the schools. The location in this year's program is the south side of Westlawn Drive from Berry Road to Wylie Road, with new ramps crossing Wylie at the east entrance of Jackson School. Construction was completed on July 3rd, 2017.
- **Downtown Area Sidewalks and Curbs Program** will repair hazardous or deteriorated sidewalks, ramps and curbs in the downtown area. The location will be concentrated on the north/south corridors on the east side of downtown, along Crawford Avenue and Peters Ave. north and south of Main Street. All construction was completed in March of 2017.

STREETS DIVISION

CIP/BOND PROJECTS

IOWA ST B/BERRY RD AND PICKARD AVE, FYE 2013 BOND

118.69 tons of asphalt and 260.00 cubic yards of concrete

DAKOTA ST B/ FLOOD AVE AND UNIVERSITY BLVD, FYE 2015 BOND

124.47 tons of asphalt

ASPHALT OPERATIONS

2300 KIMBALL DR – DEEP PATCH

6.47 tons of asphalt

48TH AVE NE & FRANKLIN INTERSECTION – DEEP PATCH

8.34 tons of asphalt

CONCRETE OPERATIONS

724 S PICKARD AVE PANEL REPAIR

18.00 cubic yards of concrete

200 BLK WYLIE RD - PANEL REPLACEMENT

9.00 cubic yards of concrete

ROADSIDE OPERATIONS

MOWING OF ROADSIDE RIGHTS-OF-WAY

Mow 69.00 miles of urban rights-of-way

Mow 159.00 miles of rural rights-of way

OTHER

**INTERLOCAL AGREEMENT CLEVELAND COUNTY DIST 2
19TH ST (MOORE) B/ EASTERN AVE AND BRYANT AVE**

1,574.9 tons of asphalt

STORMWATER DIVISION

Stormwater Maintenance

WORK ORDER RESPONSE

Stormwater Division received 43 work order requests and closed 45.

MISC WORKORDERS

Stormwater crews cleared 77.25 tons of debris, poured 69.00 cubic yards of concrete and used 81.50 tons of topsoil completing 45 open work orders throughout the City.

DRAINAGE MAINTENANCE

Channel maintenance crew mowed 1,228,985 sq ft, and trimmed trees in drainage rights-of-way in the urban area.

Cleared 62 inlets of debris from drainage rights-of-way in the urban/rural area.

URBAN STREET SWEEPING OPERATIONS

Total of 254 miles were swept resulting in the removal of approximately 153 tons of debris from various curblines streets.

STORMWATER OKIE LOCATES

During the month of July, 2,449 Call 811 Okie Spots were received. Of those requests, 65 were Stormwater pipe locates, 956 were referred to other departments.

STORMWATER QUALITY

Received and responded to 38 citizen calls/ Fiscal YTD Total is 38.

Performed 102 inspections of 80 active sites.

Issued 0 citations and 4 Notices of Violation to active sites.

Issued 1 Earth Change Permit to new projects.

On July 5, 2017, the Stormwater Division conducted targeted technical assistance to educate site supervisors for Landmark Fine Homes on construction stormwater regulations.

On July 26, 2017, Michele Loudenback, Stephen Henry, and Carrie Evenson attended an Industrial Stormwater Workshop hosted by DEQ and the City of Oklahoma City covering the changes to the newly authorized OKR05.

On July 28, 2017, Michele Loudenback and Stuart Shumate became Certified Stormwater Inspectors.

Stormwater Citizen Committee meetings to discuss capital project funding were held on July 11 and 31, 2017.

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.

*Monthly Progress Report
Public Works (July 2017)*

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.

JULY 2017
DEVELOPMENT COORDINATION, ENGINEERING,
AND PERMIT REVIEW

Subdivision Development:

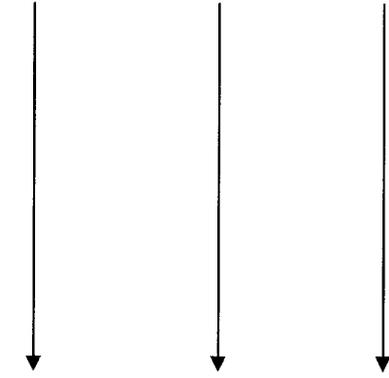
FY 17-18 Associated Fees

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

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

City Council Review:

Certificate of Survey.....0
 Preliminary Plat.....0
 Final Plats.....1
 Certificate of Plat Correction...0
 Encroachment.....0
 Resolution for Plat Vacation....1
 Closure.....0



\$0.00

Development Committee:

Final Plats.....1

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

\$0.00

Subtotal:

\$0.00

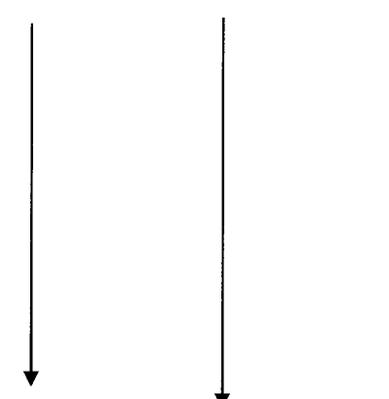
\$0.00

\$0.00

Permits Reviewed/Issued:

(includes Offsite Construction fees)

**Single Family.....36
 ***Commercial.....9
 Multi-Family.....0
 Addition/Alteration.....14
 House Moving.....3
 Paving Only.....18
 Storage Building.....15
 Swimming Pool.....2
 Storm Shelters.....7
 Public Improvements.....6
 Temporary Encroachments.....2
 Fire Line Pits/Misc.....1
 Flood Plain (@\$100.00 each).....1



\$100.00

\$0.00

\$100.00

Total Permits.....

\$9,890.80

\$0.00

\$9,890.80

Grand Total.....

\$9,990.80

\$0.00

\$9,990.80

*****Construction Plan Review occurrences**

13

0

13

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

3

0

3

* All Final Plat review completed within ten days.....PI # 13
 ** All Single Family Permits were reviewed and completed within three days.....PI # 10
 *** All Commercial Permits were reviewed and completed within seven days.....PI # 11
 **** All Construction Plans were reviewed within ten days.....PI # 12
 *****All Punch Lists prepared within one day of Final Inspection.....PI # 8

JULY 2017

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

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

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
PI #8 PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	3	100%
PI #10 SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	36	100%
PI #11 COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	9	100%
PI #12 CONSTRUCTION PLAN REVIEW W/I 10 DAYS	13	100%
PI #13 FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	0	100%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2017

STREET DIVISION					
	FYE 2018 July, 2017	FYE 2018 July, 2017	Year to Date	Year to Date	FYE 2018
PERFORMANCE INDICATOR	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	10%	99%	99%	99%
Patch 100% of all potholes smaller than one cubic foot within 24 hours (tons of material used)	23.11	231%	23.11	100%	95%
Overlay/pave 10 miles per year.	-	0%	-	0%	100%
Replace 1,160 square yards of concrete pavement panels	285.00	25%	285.00	25%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	-	0%	-	0%	50%
Grade all unpaved public roads eight (8) times a year. (approximately 12 miles)	1.00	6%	1.00	8%	100%
Mow 190 ROW-miles of Urban right-of-way, eighteen times per year (miles)	69.00	2%	69.00	2%	85%
Mow 148 miles of Rural Right-of-way twice per year (miles)	159.00	54%	159.00	54%	50%
Apply chemical vegetative control to 160 urban/rural ROW-miles twice per year	-	0%	-	0%	65%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2017

STORMWATER DIVISION					
	FYE 2018 July, 2017	FYE 2018 July, 2017	Year to Date	Year to Date	FYE 2018
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)	254.00	51%	254.00	4%	50%
Inspect and clean 100% of the urban drainage inlets three times per year. (approximately 5,000 locations)	62.00	1%	62.00	1%	70%
Mow 2,271,548 sq. feet of open drainage ways, six times per year	1,228,985.00	9%	1,228,985.00	9%	90%
Perform erosion control inspections of permitted sites within 30 days.	102.00	128%	102.00		100%
Permit all earth disturbing operations over 1 acre in size.	1.00	95%	1.00		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	38.00	100%	38.00		100%
Enforcement actions (NOV's and citations)	4.00	N/A	4.00		N/A

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

	PROJECTED GOAL	THIS MONTH			YEAR TO DATE		
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met
JULY 2017							
Provide initial response to citizen inquiries within 2 days.	100%	110	110	100%	110	110	100%
Provide information requested by citizens within 7 days.	95%	110	110	100%	110	110	100%
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%
Review subdivision plats, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	12	12	100%	12	12	100%
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage
		51	28.5	0.56	51	28.5	0.56
Thermoplastic legend, arrows, stop bars & crosswalks installed.	4-6 Installations per day per 2 person crew. 100%	Crew Work Days	Total Installations	Average	Crew Work Days	Total Installations	Average
		1.13	37.78	33.43	1.13	37.78	33.43
Preventative Maintenance on each traffic signal once a year. Approximately 11 will be performed each month.	100%	Number Performed	Goal Met	Percentage Met	Number Performed	Goal Met	Percentage Met
		13	13	100%	13	13	100%
Response to reports on traffic signal malfunctions within one hour.	99%	Number of Reports	Goal Met	Percentage Met	Number of Reports	Goal Met	Percentage Met
		41	41	100%	41	41	100%
Response to reports of sign damage:	Percentage						
<i>High Priority</i> Stop or Yield Signs within one hour	99%	3	3	100%	3	3	100%
<i>Lower Priority</i> all other signs within one day	90%	69	69	100%	69	69	100%
<i>Street Name Signs</i> within two weeks	90%	30	30	100%	30	30	100%
Percent of work hours lost due to on the job injuries.	<01%	Total Work Hours	Work Hours Lost	Percentage Met	Total Work Hours	Work Hours Lost	Percentage Met
		3040	0	100%	3040	0	100%

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT
July 2017**

**FYE 2018
FUEL REPORT
IN GALLONS**

	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	18,758.00	18,523.00	24,096.00
Outside - sublet	497.38	345.90	0.00
TOTAL	19,255.38	18,868.90	24,096.00

TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	21,191.43	21,625.96	17,481.75	6,614.25

FYE 2018 TO DATE CONSUMPTION				
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>	<u>PUBLIC CNG CONSUMED</u>
Consumption	21,191.43	21,625.96	17,481.75	6,614.25

INTERNAL PRICE PER GALLON:					EXTERNAL PRICE PER GALLON:				
UNLEADED	High	\$1.70	Low	\$1.62	UNLEADED	High	\$2.13	Low	\$1.79
DIESEL	High	\$1.68	Low	\$1.53	DIESEL	High	\$2.08	Low	n/a
CNG	High	n/a	Low	\$1.08	CNG	High	n/a	Low	n/a

FASTER CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$74,409.21	Month Total Public CNG Sales	\$10,358
BATTERIES	\$2,970.99	FYE 2018 To Date Public Sales	\$10,358
OILS/FLUIDS	\$2,578.87	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
TIRES	\$22,209.04	Total Sold Gallons Life To Date	702,577
SUBLET REPAIRS	\$11,119.67	Total Gross Sales Life To Date	\$1,002,537
TOTAL SPENT	\$113,287.78	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station	1,337,692

COMBINED SHOPS	<u>CURRENT MONTH</u>	<u>LAST MONTH</u>	<u>TWO MONTHS AGO</u>	<u>YEAR TO DATE</u>
ROAD SERVICE	26	25	10	26
EMERGENCY ROAD CALLS	7	4	10	7
PM SERVICES	134	114	104	134
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	466	440	449	466
SCHEDULED REPAIRS	214	174	191	214
NON SCHEDULED REPAIRS	252	266	258	252

Light Shop	<u>CURRENT MONTH</u>	<u>LAST MONTH</u>	<u>TWO MONTHS AGO</u>	<u>YEAR TO DATE</u>
ROAD SERVICE	6	4	0	6
EMERGENCY ROAD CALLS	2	1	5	2
PM SERVICES	92	75	70	92
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	221	205	201	221
SCHEDULED REPAIRS	115	92	103	115
NON SCHEDULED REPAIRS	106	113	98	106

Heavy Shop	<u>CURRENT MONTH</u>	<u>LAST MONTH</u>	<u>Two Months Ago</u>	<u>YEAR TO DATE</u>
ROAD SERVICE	20	21	10	28
EMERGENCY ROAD CALLS	5	3	5	13
PM SERVICES	42	39	34	122
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	245	235	248	657
SCHEDULED REPAIRS	99	82	88	116
NON SCHEDULED REPAIRS	146	153	160	291

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2018

July 2017

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		INDIVIDUAL PRODUCTIVITY	
		GOAL	ACTUAL	ACTUAL	DIFFERENCE
# 001	96.95	72%	89.7%	17.7%	
# 002	88.93	72%	90.3%	18.3%	
# 003	149.49	72%	86.3%	14.3%	
# 004	140.10	72%	90.6%	18.6%	
# 005	0.00	72%	100.0%	0.0%	
# 006	0.00	72%	100.0%	0.0%	
# 007	0.00	72%	100.0%	0.0%	
# 008	140.20	72%	91.0%	19.0%	
# 009	146.00	72%	87.9%	15.9%	
# 010	119.12	72%	87.7%	15.7%	
# 011	143.24	72%	88.0%	16.0%	
# 012	0.00	72%	100.0%	0.0%	
# 013	130.08	72%	87.4%	15.4%	
# 014	116.54	72%	88.0%	16.0%	
# 015	70.67	72%	81.9%	9.9%	
# 016	107.89	72%	83.0%	0.0%	
# 019	3.09	72%	100.0%	0.0%	
# 021	152.37	72%	87.7%	15.7%	

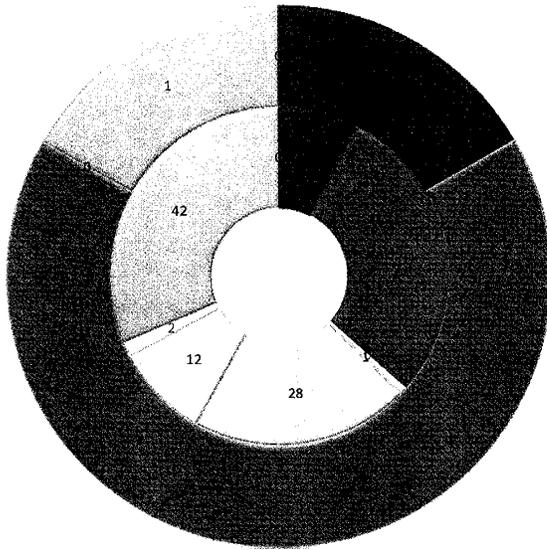
DIRECT LABOR HOURS	1604.67
TOTAL AVAILABLE HOURS	1827.64
PRODUCTIVITY GOAL	72.0%
ACTUAL PRODUCTIVITY	87.8%

July FYE 2018

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE	
WRF 596BB	Forest River Box Blade	WRF Biosolids	8/1/2017	5/14/2017	79	days	5/14/2017	Light Shop	PM-A	5/14/2016	
Police 1061T	Forest River Box Trailer	Police Special Investigations	8/1/2017	7/3/2017	810	days	5/14/2015	Light Shop	PM-A	5/14/2016	2nd miss
Fire 0037T	Forest River Box Trailer	Police Special Investigations	8/1/2017	7/3/2017	1	days	7/31/2017	Light Shop	PM-A	7/6/2016	

PM Compliance Report
July FYE 2018



- City Council
- MUNICIPAL COURT
- Fire
- Police
- Finance
- Inf. Tech
- Public Works
- Parks & Rec.
- Planning
- Utilities

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

Department	Scheduled	Missed/Late	% Late
City Council	0	0	0.0%
MUNICIPAL COURT	0	0	0.0%
Fire	10	1	10.0%
Police	39	4	10.3%
Finance	0	0	0.0%
Inf. Tech	1	0	0.0%
Public Works	28	0	0.0%
Parks & Rec.	12	0	0.0%
Planning	2	0	0.0%
Utilities	42	1	2.4%
Citywide Total	134	6	4.5%

**FLEET DIVISION
PM COMPLIANCE REPORT
July FYE 2018**

Industry Standard Compliance: Not To Exceed 5%

					Current %	
					PENDING	
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	1	1			0%	0%
FINANCE						
METER SERVICES	0				0%	0%
PLANNING						
PLANNING	0				0%	0%
BUILDING INSPECTIONS	1	1			0%	0%
CODE COMPLIANCE	1	1			0%	0%
PUBLIC WORKS						
ENGINEERING	0				0%	0%
STREETS	12	12			0%	0%
STORMWATER	5	5			0%	0%
TRAFFIC	6	6			0%	0%
STORMWATER QUALITY	0				0%	0%
FLEET	5	5			0%	0%
POLICE						
ANIMAL CONTROL	2	2			0%	0%
POLICE ADMINISTRATION	0				0%	0%
POLICE STAFF SERVICES	0				0%	0%
POLICE CRIMINAL INVESTIGATIONS	4	4			0%	0%
POLICE PATROL	24	22	2		0%	8%
POLICE SPECIAL INVESTIGATIONS	4	3		1	25%	25%
POLICE EMERGENCY COMMUNICATION	0				0%	0%
FIRE						
FIRE ADMINISTRATION	0				0%	0%
FIRE TRAINING	0				0%	0%
FIRE PREVENTION	1	1			0%	0%
FIRE SUPPRESSION	7	6		1	14%	14%
FIRE DISASTER PREPAREDNESS	1	1			0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	12	12			0%	0%
PARKS & RECREATION	0				0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	5	4	1		0%	20%
PSST POLICE CRIMINAL INVESTIGATION	0				0%	0%
PSST FIRE SUPPRESSION	1	1			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	14	13		1	7%	7%
UTILITIES INSPECTOR	0				0%	0%
UTILITIES WRF						
WRF ADMIN	0				0%	0%
WRF INDUSTRIAL	0				0%	0%
WRF BIOSOLIDS	2	2			0%	0%
WRF OPERATIONS	1	1			0%	0%
SEWER LINE MAINTENANCE	6	6			0%	0%
UTILITIES SANITATION						
SANITATION ADMINISTRATION	0				0%	0%
SANITATION RESIDENTIAL	7	7			0%	0%
SANITATION COMMERCIAL	8	8			0%	0%
SANITATION TRANSFER	2	2			0%	0%
SANITATION COMPOST	0				0%	0%
SANITATION RECYCLE	0				0%	0%
SANITATION YARD WASTE	2	2			0%	0%
CITYWIDE TOTAL	134	128	3	3	2%	4%

HUMAN RESOURCES
Monthly Report
July, 2017

ADMINISTRATION/LABOR RELATIONS

A. Administrative

- Held five (5) meetings with management personnel to discuss a variety of issues
- Held two (2) grievance meetings-FOP & Fleet
- Held one (1) fitness for duty meeting-City Clerk
- Held two (2) pre-disciplinary meetings-Parks, Sanitation
- Participated in conference call to review the Wellness Program

B. Grievances (active AFSCME and Non-Union)

- AFSCME Grievance FYE14-06 - Green (Sewer Line Maint.) – termination
District Court Judge vacated the arbitrator's decision. Pending action- settle Green's employment issues with the City or schedule another arbitration.
- AFSCME Grievance FYE17-02 – Goldsby (Street Maint.) – demotion
The grievance has been forwarded to the City Manager per AFSCME contract.

C. Collective Bargaining

- Participated in one (1) negotiation session with FOP
- Participated in one (1) negotiation session with AFSCME

D. Administrative Support

- Processed Monthly Department Report
- Compiled and distributed July 2017 Employee Newsletter
- Implemented 2017 United Way Campaign
 - Assembled pledge card packets & distributed
- Processed invoices and reconciled expense accounts
- Attended/Summarized two (2) negotiation sessions
 - 1 – FOP
 - 1 – AFSCME

BENEFITS

- Processed transactions for Life, Health/Dental and Supplemental Insurance Plans
- Conducted three (3) employee orientations
- Participated in a Conference call reviewing components of the Wellness Program
- Attended meeting to discuss Interactive Health Aggregate Reports
- Responded to 129 benefit/wellness inquiries

COMPENSATION AND CLASSIFICATION

New Hires - 6

Dept./Div.	Position	Number of Employees
City Council	Councilmember (PT)	2
Human Resources	Benefits Specialist	1
Finance/Treasury	Treasury Services Specialist	1
Utilities/Transfer Station	Transfer Station Attendant	1
Utilities/Water Reclamation	Laborer (PT)	1

Separations - 13

Dept./Div.	Position	Number of Employees
City Council	Councilmember (PT)	2
Police/Emergency	Communications Officer	2
Human Resources	Benefits Specialist	1
Public Works/Storm Water	Maintenance Worker II	1
Utilities/Water Treatment	Plant Operator	1
Police/Animal Welfare	Animal Welfare Technician	1
Parks/Recreation	Laborer (PT)	4
Parks/Park Maintenance	Maintenance Worker I	1

Promotions - 2

Dept./Div.	Position	Number of Employees
Police/Patrol	Police Lieutenant	1
Parks/Recreation	Recreation Leader I (PPT)	1

SURVEYS

No surveys conducted this month.

RECRUITMENT

Accepted applications for the following positions:

- Cold Case Investigator (PT), Police/Investigations
- Juvenile Community Services Supervisor (PT)/Municipal Court
- Parks Temporary Laborer (PT), Parks & Recreation/Park Maintenance
- Temporary Laborer (PT), Utilities/ Water Treatment Plant
- Temporary Laborer (PT), Utilities/ Water Reclamation Facility
- Community Center Assistant (PT), Parks & Recreation/Recreation
- Special Instructor I: After School (PT), Parks & Recreation/Recreation
- Recreation Leader I (PPT), Parks & Recreation/Recreation
- Mechanic I, Public Works/Fleet Management
- Customer Service Representative I, Finance/Treasury
- Maintenance Worker I, Parks & Recreation/Park Maintenance
- Communications Officer I, Police/Emergency Comm. Bureau
- Public Works Superintendent, Public Works/Streets
- Business Systems Analyst, Information Technology
- Systems Support Technician, Information Technology

- Sanitation Worker II, Utilities/Sanitation
- Police Standards Administrator, Police/Administration
- Administrative Technician III, Police/Training
- Laboratory Technician, Utilities/Water Treatment Plant

Recruitment & Hiring Statistics:

Contacts/Inquiries		Selection Process Elements	
In Person	415	Written Exams	1
Phone	490	Practical Testing/Assessment Center	2
Mail	275	Panel Board Interviews	6
Email	200	Promotions	1
Total Subscribers on E-mail Vacancy List	5566	Oral Interviews	11
Total Visits to City of Norman HR website	2170	Hiring/Promotion Board	0

Hiring Statistics		Recruitment Statistics	
Pre-Employment Background Investigations	8	Advertisements Placed	7
Pre-Employment Drug Screens	3	Applications Received	134
Pre-Employment Physicals	1	Job Announcements Emailed	60
Pre-Employment OSBI	4	Job Announcements to CON Depts.	405

TRAINING AND DEVELOPMENT

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

The Computer Training Lab was the site for Electronic Records Processing (ERP) System demonstrations for employees representing various departments.

SAFETY

- Walkthrough inspections were conducted at ten (10) facilities
- Safety meetings were held for all departments covering “Lock-Out/Tag-Out” training
- Safety material documents were sent to divisions each week
- Conducted three (3) new employee orientations
- Held three (3) Return to Work Meetings (Line Maintenance (2) & Sanitation)

Recordable Injuries – 7

Dept./Division	Nature of the injury	Activity	Prognosis
Fire/ Firefighter	Lower back strain	Strained lower back while lifting patient	Released to regular duties
Police/ Patrol	Twisted right knee	While working an accident, stepped off side of roadway & twisted knee	Work restrictions
Police/ Patrol	Laceration to right elbow	Suicidal suspect cut the right elbow during containment	Released to regular duties
Police/ Patrol	Strained left knee	Twisted left knee while stepping onto sidewalk	Released to regular duties

Police/ Patrol	Body	Officer was involved in vehicle accident	Work restrictions
Public Works/ Fleet	Debris in left eye	While grinding a piece of metal, debris flew into left eye	Released to regular duties
Utilities/ Sanitation	Lower neck & shoulder strain	While pulling a chain in a compact chute, employee felt sharp pain in lower neck	Work restrictions

Recordable Injuries per calendar year. CY2017 is current year to date:

2017	2016	2015
38	69	70

Vehicle Collisions - 3

Division	Description of Collision	Status
Police/ Patrol	Citizen was rear-ended by patrol unit	"At Fault"
Utilities/ Line Maint.	City vehicle was rear-ended by citizen at intersection	"No Fault"
Police/ Patrol	Citizen was attempting to go northbound on 24 th while officer was attempting to go southbound on 24 th and both vehicles hit head on	TBD

Cumulative number of "at fault" Vehicle Collisions per fiscal year:

2017	2016	2015	2014	2013	2012
17	13	10	23	15	18

UTILITIES

13

Monthly Report

July 2017

LINE MAINTENANCE:

Capital Projects

- Windwood Court - 100% Complete
- Creekwood Court - 100% Complete
- Cove Hollow Court – 100% Complete
- Greenwood Court - 100% Complete
- Smalley Drive – 100% Complete
- Smalley Circle - 100% Complete
- Kingswood Drive – 40%

Iowa Street – Public Works Bond Project: Division staff are replacing a 6" ACP water main from Berry Road to Flood Avenue in preparation for street and drainage improvements. Staff completed first phase from Berry Road to Pickard Avenue. From Pickard Avenue to Flood Street, staff replaced 5 service lines, changed over meter services, abandoned ACP and laid 3,500 feet of sod, 100% complete.

Dakota Street – Public Works Bond Project: Staff replaced and lowered 17 water meter service lines, relocated 1 fire hydrant on Dakota Street from Lahoma Avenue to University Boulevard, and 100% complete.

Dakota Street – Public Works Bond Project: Staff replaced 1,466 feet of cast iron water main with C-900 PVC, 2 fire hydrants, flushed and caught bacteriological samples on Dakota Street from Berry Road to Utah Avenue, project 50% complete.

Kingswood Drive – WA0226 – Staff replaced 322 feet of 6" ductile iron water main with 6" C-900 PVC from Meadowood to end of cul-de-sac, project 40% complete.

Water Line Breaks - 21

Sewer Line Data

- Total obstruction service requests - 23
- Private Plumbing: 22
- City Infrastructure: 1
- Sanitary Sewer Overflows: 1 – Private Plumbing

Lift Station D Flows:

- Days - 31
- Average daily flow: .93 MGD
- Total flow: 28.8 MG

WASTEWATER PROJECTS:

Royal Oaks Force Main Rehab (WW0062): Project will replace 1,900 feet of 16-inch ductile iron force main, and add about 2,900 feet of 18-inch gravity sewer along 24th Avenue NE, from near Alex Plaza Drive south across Alameda to Beaumont Drive; design by Cardinal Engineering; advertised for bids on 6/29; pre-bid meeting held 7/12; seven (7) bids received 7/20/17, with McKee Utility Contractors of Prague low at \$495,503; NUA consideration of award scheduled 8/22. Pre-work meeting and notice of award to follow.

Woodcrest Interceptor (WW0120): Project is a \$1.7 million dollar sewer improvement project funded by the Sewer Excise Tax (SET). It will replace and upsize the existing Woodcrest interceptor from north of Tecumseh Road running SW to near Porter Avenue and Rock Creek Road; design by RJN Group; three (3) bids received 2/11/16 with Jordan Contractors of Tecumseh low at \$1,725,750; NUA award and contract approved 3/8/16; Notice to Proceed issued effective 4/4/16. On 11/8/16, NUA approved Change Order No. 1 (CO1) increasing contract amount

by \$92,290, and the contract time by twenty (20) calendar days; all work complete 2/3/17; on 2/28, NUA approved (final) Change Order No. 2 (CO2) decreasing contract amount by \$161,547, and project acceptance; payment for \$1,656,493 of revised contract total \$1,656,493, or 100% approved to date; record drawings delivered by RJN on 5/13/17; Lemke furnished as-built data, which is under review for import into GIS.

Sewer Maintenance Project FYE14 (WW0202): Annual project may rehabilitate over 47,000 feet (9 miles) of sewers and over 230 manholes in two (2) or more phases, in the area bounded by Robinson Street to the north, Sherry Avenue to the west, Main Street to the south, and Berry Road to the east, excluding Dakota & Iowa, which were in the 2009 project area. On 10/28/14, the NUA approved an On-call Professional Services expenditure with Lemke for surveying and drafting assistance; five (5) bids on Phase 1 received 3/17/16 with Urban Contractors of OKC low at \$1,784,680; NUA award and contract approved 4/12/16; Notice to Proceed issued effective 4/25/16. On 7/12/16, the NUA approved Change Order No. 1 (CO1) increasing contract amount by \$128,190, and the contract time by thirty (30) calendar days. On 5/23/17, the NUA approved Change Order No. 2 (CO1) increasing contract amount by \$268,490, and the contract time by ninety (90) calendar days; construction is nearing completion and within budget; for \$2,113,749 of revised contract total of \$2,181,360, or 97% approved to date.

Lift Station Modification FY17 (WW0305): Three (3) existing lift stations, Ashton Grove, Vo-Tech and Royal Oaks need modifications more extensive than our annual rehabilitation. The work consists of pumps, pump guide rails and brackets, and discharge fittings and piping. Royal Oaks also requires replacement of its 8-foot wet well with a 10-foot wet well. Bypass pumping will be required while stations are off line to prevent back-ups or overflows. On 2/28/17, the NUA approved an On-call Professional Services expenditure with Lemke Land Surveying to provide surveying and design services. Design in progress; Geotech report received 6/2/17; 60% plans received 6/16; currently under review.

Sewer Maintenance Project FYE17 (WW0307): Annual project to rehabilitate about 26,000 feet (5 miles) of sewers and over 110 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. On 7/26/16, the NUA approved an On-call Professional Services expenditure with Lemke for surveying and drafting assistance; survey by Lemke is complete; All TV inspection complete by staff; draft plans received 7/5/17; under review for preliminary design.

Wastewater Flow Monitoring Project (WW0042): HDR Engineering approved 04/13/10 for completion of city-wide flow monitoring, and calibrating our wastewater model to simulate the affect a 5-year design storm. Thirty-two flow meters and ten rain gauges utilized to collect dry and wet weather flow data and sewer sub-basin maps reviewed to determine population equivalents for proper loading information under 2025 Plan. Loading data transmitted to HDR 04/25/12 and model development workshop was held 03/14/13. Capacity analysis report received 05/07/13 and collection system improvements report received 04/28/14. Report returned with comments 11/20/15. Staff met with HDR on 05/24/16 to review Final Report and is sending additional loading data to allow report completion. Payments totaling \$570,922 of \$576,699 processed.

Phase 2 South WRF Improvements (WW0065): Preliminary design contract with Garver for preparation of Engineering Report (ER) approved 03/08/11. ER finalized and submitted to DEQ 11/18/11; revised Final ER approved 06/27/13. NUA approved Garver Amendment No.1 for final design and bidding approved 06/12/12. Final design documents submitted to DEQ 08/01/13 and were approved 11/26/13. Floodplain permit submitted 10/15/13 and was approved by the City of Norman 04/05/13. NUA approved Garver Amendment No. 2 for construction administration, inspection, and operation and maintenance manuals on 04/22/14. Public Meeting on proposed rate hike held 08/12/13 and was approved 11/12/13 by 67% of voters. NUA approved Resolution 1314-89 authorizing OWRB \$50.3 million loan application; loan approved 04/15/14.

Phase 2 WRF Improvements project expands design capacity from 12 to 17 MGD, rehabilitates older equipment and adds ultra violet disinfection, effluent aeration and odor control technologies. Bids received 03/27/14 and the NUA approved award to Archer Western Construction, LLC (AW) of Irving, TX on 04/22/14. NUA approved AW contract and bonds 05/13/14 and construction began 06/02/14. Change Order No. 1 (CO#1) extending contract time by 47 days approved by NUA on 09/09/15. CO#2 increasing cost by \$98,546.78 and extending time by 32 days was approved by NUA on 05/10/16. CO#3 increasing cost by \$152,808.92 and extending time by 53 days was approved by NUA 12/13/16. With the change order, all original work is scheduled to be complete by 03/30/17. On 02/14/17, the NUA approved CO#4 incorporating the Phase 2 Maintenance Improvements into the project, increasing the contract by \$2,828,517 and requiring completion by 11/14/17.

The following briefly summarizes the work completed this period:

- Headworks/Screening: original scope to modify structure, coat channels, rehab screens and install new conveying systems and electrical controls are complete. Odor control system is also in operation. Influent Flow Measurement Structure: new structure, 36-inch piping to aeration basins, slide gates, aluminum covers and handrails are complete.
- Primary Clarifiers 1, 2, 3 and 4: PC#1 and PC#2 placed in service 10/28/15; PC#3 placed in service in June 2016; PC#4 placed in service in November 2016.
- RBC and Bio-Tower structures: demolition and removal of these structures is complete.
- Aeration Basins: New basins 4, 5 and 6 placed in operation 10/11/16; existing aeration basins 1, 2 and 3 cleaned, rehabbed and returned to service 01/24/17.
- Final Clarifiers 5 and 6: Concrete structure, mechanisms, handrail, baffles and weirs in both clarifiers are complete and were placed in service in December 2016; grading, sod and sidewalks complete.
- RAS/WAS Pump station including 3 RAS pumps, 2 WAS pumps, electrical room, pump removal room with hoist, and electrical generator are complete. Pump station was placed in service in December 2016; a correction to concrete stairwell remains.
- UV/Post Aeration Facility: Blower control building, blowers, electrical controls and backup generator placed into operation in September 2015. UV influent box, UV disinfection and post aeration structures, UV equipment and superstructure complete and placed into operation on 10/29/15. Performance testing completed 03/02/16.
- Outfall Structure and 66-inch Outfall Piping: New outfall structure with 66-inch and 54-inch outfall piping installed and tested. Trash excavated from construction disposed and covered on top of landfill per DEQ requirements; additional demolition waste stockpiled on landfill needs to be capped with erosion control installed on landfill areas. Asphalt access road installed in 2016 but need repairs now due to erosion.
- Sludge Blending Tank and Pump Station Building: New sludge blending tank with mixing system and pump station building began operations in December 2016.
- Sludge Thickening Centrifuges: two new centrifuges, monorail crane and access platform in Main Control Building became operational in late January 2017; performance testing complete.
- Digester Modifications: sludge removal from Digesters 2 and 4 complete. Digester 4 fixed cover with exterior insulation, new doors and windows complete.
- Standby Generators: Generators at Transformer 5 (Environmental Services Building) and UV Blower Building installed; generator startup and testing completed in September 2015. Generator for RAS/WAS Pump Station and Westside Lift Station and Blower Building installed and waiting for testing.
- Odor Control system installed at Westside LS, Sludge Holding area and Headworks, 30-day performance testing complete.
- Roadway Replacement: new asphalt paving, milling and overlay work about 75% complete; expect to complete by mid June.
- Pay Estimate No. 36 for period ending 05/31/17 received for total of \$48,158,545 or 95% of the contract amount. OWRB reimbursement requests total \$30M.
- 1094 calendar days or 100% of the 1032 calendar day contract time for Phase 2 Improvements has been consumed.
- 116 calendar days or 43% of the original 270 calendar day contract time for the Maintenance Improvements consumed; contract requires completion by 11/14/17.
- Monthly Progress Meeting No. 36 was held 05/31/17.

WRF Phase 2 Maintenance Improvements: On 02/14/17, the NUA approved CO#4 incorporating the following Phase 2 Maintenance Improvements into the project:

- WRF South Digester Boiler Replacement: Project WW0169 will remove and replace two sludge boilers in the South Digester complex that will match the boilers installed in the North Digester Complex in 2013 at an estimated cost of \$1,044,392. Boiler submittals have been approved and are being manufactured.
- WRF Primary Sludge Thickener Replacement: Project WW0171 will install four new sludge thickener mechanisms in the refurbished concrete basins at an estimated cost of \$706,903. No work to date.
- WRF Grit Classifiers: Project WW0309 will remove and replace the existing grit washer/classifier unit at an estimated cost of \$333,216. Project WW0310 will provide a new grit washer/classifier unit at an estimated cost

of \$433,180. Submittals for classifiers have been approved and are being manufactured. New work to replace grit classifier is underway; demolition of slab and installation of underground piping is complete.

- WRF Generator Access Platforms (WW0311) will provide and install access platforms to perform maintenance at four (4) new emergency generators installed at under the ongoing WRF Phase 2 Improvements at an estimated cost of \$310,826. Began installation of concrete pads (5) and sidewalk for handrail installation. Handrail submittal to be rejected as it is angle iron, not round tubing.

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

- Submit SEP project and schedule 11/30/14 (complete)
- Complete disinfection improvements 01/01/16 (complete)
- Attain compliance with fecal coliform limits 07/01/16 (complete)
- Complete Phase 2 improvements 01/01/17 (Operational February 2017)
- Attain compliance with Ammonia and TSS limits 07/01/17 (Estimated to be in compliance)

North WRF Engineering Report (WW0204): This new project will investigate the cost of new facilities for wastewater treatment, disposal, and solids management at a new North Water Reclamation Facility (WRF). Differing treatment alternatives will be evaluated for discharge to either the Little River or the Canadian River. Request for Proposal RFP 1213-12 was issued 07/24/12 and consultant proposals are due 08/27/12. The proposed WRF site is located NW of the intersection of 12th Ave. NE and Franklin Road Request for Proposal RFP 1213-12 was issued 07/24/12 and proposals were received from 4 consultants on 08/27/12. The review committee of 5 staff members selected the team of HDR and Alan Plummer and Associates to prepare the engineering report. NUA approved contract and work scope 01/08/13 but work delayed for 45 days; kickoff meeting held 02/26/13. Amendment No. 1 to HDR contract was considered by Finance Committee in April and will not be forwarded to the NUA for consideration. NUA and HDR staff conducted North WRF alternative treatment technology screening workshop on 05/29/13; alternative technologies were developed for three potential discharge locations. Technical Memorandum No. 1 received 08/01/13 and documents the reasoning for potential discharge limits and treatment technologies proposed prior to more detailed alternative development. Staff provided comments on TM-1 to HDR 08/29/13. Received draft version of TM-2 including cost estimates for 4 treatment and discharge alternatives from the future North Water Reclamation Facility. Staff met with HDR Engineering on 12/17/13 to discuss draft version of TM-2 and provide input regarding non-economic ranking of alternatives. Staff provided comments on TM-2 06/10/14; draft ER received 2/27/15 and is under review.

Effluent Reuse at Compost Facility (WW0058): A non-potable water system allowing reuse of treated effluent at the WRF is in place. Disinfected wastewater effluent may also be used, if permitted by the ODEQ, for irrigation purposes offsite such as at the Compost Facility south of the WWTP. Wastewater reuse can reduce water demand and delay the need for expensive water supply projects.

This project will install piping to the compost facility and examine the need to upsize the non-potable water pumps. Contract K-1213-54 for preparation of Engineering Report (ER) with Alan Plummer and Associates (APAI) approved 09/06/12. After numerous meetings with DEQ; ER for Compost Facility Reuse submitted to DEQ 09/04/13; ER approved on 09/23/14. APAI contract amendment for final design and construction administration approved by NUA 01/27/15; design work proceeding with 90% plans received 02/16/16.

Bishop Creek Emergency SS Crossing (WW0209): The existing aerial sewer crossing over Bishop Creek just east of the intersection of Constitution and Ryan Avenue failed 11/30/15 when the eastern bank of the creek bed was undermined causing several large trees to fall into the creek. Portable pumping equipment which was installed and operating that night to eliminate the bypass and the DEQ was notified on 12/01/15. Purchase orders were created for Urban Contractors, Lemke Surveying, Terracon Consultants and CP&Y, for use of emergency bypass pumping equipment, surveying services, completion of geotechnical borings, and expedited design services, respectively. On 12/01/15, the Mayor declared an emergency related to the severe weather and ice storm. Competitive bidding requirements were waived and expedited bidding process was initiated. Five contractors attended an on-site pre-bid conference on 12/16/15 and bids were received from 3 contractors on 12/22/15. Krapff-Reynolds Construction

Company was the low bidder at \$344,355 and work was awarded to Krapff-Reynolds. Work began 01/05/16 and was complete 02/01/16. The NUA ratified project costs on 04/12/16; this will be the last report for this 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. The lift station might initially be funded by developers and/or the NUA with a portion of the funding paid back as additional areas develop.

WATER PROJECTS:

Main Library Waterline Relocation (WA0233): 16-inch waterline from south of Acres to just north of Library property will be replaced with 24-inch waterline in conjunction with the Acres/James Garner Intersection Improvements. Design plans through Public Works are nearing approval; expect to bid in June 2017.

Segment D Waterline, Phase 2 (WA0239): Final design for the Phase 2 project utilizing Highway 9 right-of-way was completed but the permit to construct from ODOT was not renewed. Alternative routing determined with first portion along Lindsey Street from 24th Avenue SW to Chautauqua. The last phase connecting the 24-inch on Lindsey to the 24-inch along Highway 9 at Jenkins is underway. Staff met with OU staff the week of 10/31/16 to walk out proposed alignments that will cross OU property. All available alignments will require OU to donate easement of some sort. POE prepared the two alignments on a map for OU representatives review. NUA approved full contract for surveying, design, construction administration, and easement acquisition in the amount of \$194,000 1/24/17. Design kickoff meeting was held 2/14/17. OU's Tony Gardner was in attendance and will be our point of contact throughout the project. OU representatives, Poe & Associates, and staff walked the alignments 2/16/17 and determined a favored path of Lindsey to Timberdell, east along Timberdell to Jenkins, and then south to Highway 9. Public Works, NUA, and OU will share costs for street replacement down Chautauqua. NUA approved Berry Road CO#5 on 5/23/17. This change order allowed Central Contracting to begin project immediately after they finish Main Street project. OU staff and NUA staff both agreed this allowed an expedited project completed over summer while students were out and the prices on Berry Road were very favorable. Contractor is totally complete with north half of the project. The contractor is now in final stretch of completing pipe installation for south half and is expected to be complete August 17th. Once pressure tested and disinfected, the south half of the project will have the pavement completed. Crews had initially set a goal of August 16th and now see the project completion date by the 1st of September.

Water Treatment Plant Expansion (WA0291): 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 are complete 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. Scheduled bid date of March 9th was extended until March 23rd. 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 May 9, 2017. Staff held the pre-construction meeting May 31, 2017 and construction is underway. Pier drilling for the new chemical building foundation is set to begin August 21st. Project will take 2 years to complete.

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. Meetings held consultant, ODOT, NUA and Public Works staff. 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; 80% plans received 06/05/15 and were submitted to ODOT 06/12/15; ODOT approved permit for proposed I-35 crossings. NUA approved Amendment No. 2 to APAI contract on 11/10/15 authorizing design of Phase 2 waterline between Crossroads Blvd. and Brookhaven Blvd. Final design plans and specifications submitted to DEQ 01/12/16 and were approved 01/29/16. APAI submitted draft easement acquisition documents and all easements/ROW were executed and file except for final documentation from OU for 1 donated easement near airport. Project advertised 04/21/16 and pre-bid conference held 05/15/16; 3 bids opened 05/19/16 with McKee Utility Contractors submitting low bid. Award, contract and bonds were approved by NUA 06/14/16 and began 06/15/16. Crews have completed the project which included 3,440 linear feet (LF) of 30-inch water line and 3,400 LF of 12-inch water line. Crews have been called back for a few settled areas after the recent rains. Contractor verified final quantities and final as-bid to as-built change order was approved by NUA June 27, 2017. This is last report

Berry Road Waterline Replacement: Poe and Associates are developing final design plans. The project will be split into three phases with Phase 1 being a half mile along Lindsey. Bids were opened January 22 for Phase 1 which runs along Lindsey from Chautauqua to Berry and then north approximately 400 feet. The bid was awarded to Central Contracting and construction is complete. Phase 2 has been bid with McKee Utility Contractors, Inc. being the low bidder. Construction was complete April 2016 and NUA approved final reconciliation change order 09/27/16. Phase 3 awarded to Central Contracting Services, Inc.; construction began 05/02/16; with completion expected by 01/29/17. NUA approved CO#1 on 05/10/16 adding 1,800 feet of 16-inch waterline along Main Street to the project. NUA approved CO#2 on 10/25/16 adding 1,200 feet of 16-inch waterline along Main Street between Flood and Park to the project. Work on Berry from Main to Acres and work along Main between Berry and Flood is complete. Work on Berry Road north of Acres resumed 01/03/17 and waterline installation was completed 02/07/17 and pressure tested 02/08/17. Disinfection of waterline is also complete; concrete paving work began 02/13/17 and was complete 03/17/17. NUA approved CO#3 on 02/28/17 and CO#4 on 03/28/17 adding about 2,000 LF of 16-inch waterline and about 600 LF of 6-inch fire lines to 9 businesses on Main beginning at the railroad and moving west to Park. Work began 03/13/17 and all four blocks were placed back into operation on 05/19/17.; the last block is being pressure tested at this time. The NUA approved CO#5 on 05/23/17 adding about 2,700 feet of 24-inch waterline along Chautauqua between Lindsey and Timberdell. Work expected to begin by 06/15/17; most pipes have been delivered to site. CO#2 pipeline work between Park and Flood is essentially complete; expect to make tie-ins by 06/15/17 before moving to Chautauqua.

Gray Street Waterline Replacement: 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 will consider Amendment #1 to Guernsey contract adding additional waterline replacements along Gray and Tonhawa under project WA0224.

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 has tentatively selected several consultants and has begun 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.

Update Water Distribution System Modeling APAI and Water Rights Permitting Cowan (WA0212): In association with the FYE15 Water Wells and Supply Lines project, the NUA approved APAI contract K-1516-85 on 02/09/16 to update our city wide water model. On 02/28/17, Amendment No. 1 to APAI Contract K-1516-85 was approved by the NUA to authorize additional funding of \$33,000 for further work toward development and calibration of the hydraulic water model, as identified in Tasks B-2 and B-3 of the contract. This project is approximately 64% complete and is progressing satisfactorily. During the month of July, Staff worked with APAI to revisit the distribution system high pressure plane configuration and to discuss recommended future modifications to the extent of the plane. Staff also participated in conference calls to discuss future year 2025 system pressure issues and to provide feedback on the future status of the Lindsey water tower. On 08/02/2017, APAI staff provided an initial draft of the model recommended 10-year Capital Improvement Project list for staff review and comment. APAI expects to provide a full draft of the modeling report by the end of August.

Cowan submitted a technical memorandum 7/1/16 and staff reviewed and made suggested edits. Cowan is now awaiting well locations from Carollo before they can proceed with their applications for water rights. 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.

Water Line Replacement: Crossroads Blvd Area (WA2013): Project will replace about 13,800 feet of ductile iron (DI) water lines in the Crossroads Blvd area north of Robinson between 36th Ave NW and I-35. Failing ductile iron lines are causing street failure and driveway damage, and will be replaced with C900 PVC pipe. Line Maintenance requested about 1,400 feet of supplemental DI waterline replacement with PVC along 24th Ave. NW; design by Cardinal Engineering; advertised for bids on 7/20 & 7/27; pre-bid meeting held 8/2; bids due 8/10.

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 has 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 inflating our past reported values. Staff took another round of samples in March and since results were again favorable, held a conference call with DEQ to discuss the findings. Staff took another round of samples and again they show the same trend. Staff met with DEQ June 30th and requested to resume using the wells. DEQ responded July 7, 2017 via email and stated a list of items to be completed before wells can be returned to service. All items are achievable and the task of having a lab become certified by Oklahoma DEQ to perform Uranium isotope analyses is expected to complete by September 1, 2017. Staff expects the wells to return to operation in October 2017. Staff will continue to work with consultant to see if blending can benefit the utility at this time.

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 awaits modeling information from APAI before they can proceed with optimizing the best well sites and groundwater treatment plant site. The information is delayed to model calibrations with staff. Transfer of model data is now expected later in April. Carollo prepared a Gantt chart for all well related projects. Carollo prepared a Draft Technical Memorandum (TM) and staff provided comments and 45 potential well sites were selected. Carollo performed an optimization model and 15 of the 45 well sites stand out as sites to begin with. The next step is to approach land owners to negotiate test well sites. Test wells are expected to begin in January 2018.

Horizontal Well Feasibility Study – Garver met with staff and proposed an option that could be advantageous for future Norman wells. If the study is approved by NUA, Garver will analyze the feasibility for installing horizontal wells in the Garber-Wellington (Central Oklahoma) aquifer for the purposes of public water supply. Results of the desktop feasibility analysis, field assessment, and recommendations will be summarized in technical memoranda.

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. Garver is partnering with Pumps of Oklahoma and their hydrogeology team and will research how much more water can be expected versus this more expensive style of drilling. They will also review the operation and maintenance that the City can expect with a completed horizontal well. Oil and gas has utilized these types of wells and have found great success in increased yields. The water industry has only applied this concept for river alluvium wells but not for sand layers deeper into aquifer formations such as the Garber-Wellington.

Staff finalized a contract with consultant and NUA approved it February 14, 2017. Staff supplied past well data to Garver and a draft technical memorandum has been submitted to staff for review. Once edits are made, staff will re-approach NUA for a discussion to possible enter Phase II of proceeding with a horizontal well. All findings to date are looking promising.

Water Line Replacement: Gray St & Tonhawa (WA0224): Project will replace about 4,900 feet of 6", 8" and 12" ductile iron pipe (DIP) with C900 PVC water lines along Gray Street from Porter across BNSF RR to University Blvd; also along Tonhawa from west of City Hall to Flood Avenue. NUA staff will select a design engineer for the project shortly.

Biological Removal of Chromium from Water Pilot Project – NUA staff participated with Carollo Engineers in proposing to perform a pilot study to assess the removal of hexavalent chromium (Cr(VI)) from groundwater using a new biological treatment processes. The Bureau of Reclamation (BOR) selected Norman's project for Desalination and Water Purification Research Program funding through a highly competitive national process in December 2015. Project is underway and water is being treated from Well #5. The unit was installed and operational by 9/17/16. The project was slow to establish the necessary microbial growth which was anticipated by the Carollo team. Once the microbial growth achieved treatment status, it has shown the ability to remove chromium down to very low levels. Carollo increased the flow of water through the vessels to verify optimal time of treatment and have seen great success. If successful, the pilot study will assess the feasibility, scale-up, and sizing of biottra™ for use in removing Cr(VI) to anticipated regulatory thresholds more economically than with currently-available technologies. There may also be potential for arsenic removal. Research results will be applicable to both Norman's wells and countless other utilities as new lower federal regulations on Cr(VI) are expected in the next few years. Preliminary results are the biological unit is handling the increase flows which will compete economically with other technologies. Carollo performed tests to microbial population resilience by starting and stopping unit for prolonged periods of time. Pilot handled the changes and showed promising results. The pilot portion is complete and Carollo is finalizing the draft report.

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 is being shipped to U.C. Davis for regeneration. They are looking into cost effective ways of regenerating media using brine. BOR staff is expected to be back on site in October 2017 to perform additional testing on our well water.

RCF - The second type of treatment now underway in Well #44 and is 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 as shown below. 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. So as shown in the picture, liquid stannous chloride is pumped into the well stream which goes through a gray reaction column in the back corner. After the reaction column, three blue cartridge filters are utilized to remove the chromium particulates. Five 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 are now applying for additional funds to extend their study.

RECOUPMENT PROJECTS:

WWTP Investment Fee/Wastewater Excise Tax: Staff calculated the Wastewater Excise Tax on 2 commercial entities last month. This resulted in assessments of \$10,063 on both entities whose projects will increase wastewater flows.

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. Payback of \$671 received from Carroll Farm Addition on 05/31/17.

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

Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS. Staff is working with the developer to establish the city share of sewer improvements in Summit Valley Section 2 Addition. The NUA desires that 1,300 feet of sewer be enlarged from 8-inch to 15-inch to allow Eastridge and Siena Springs lift stations to be decommissioned in future.

North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. 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. Awaiting payback from Harvest Church; total payback to date is \$64,739.

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 2 made payment of \$8,340.72 on 07/19/16; total of \$68,739 collected to date. Awaiting payment of \$8,799 from UNP Professional Center Lot 5.

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.

Interstate Drive Waterline Payback: NUA approved new payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction is complete and staff is working on agenda to finalize project costs and payback amounts.

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

**JULY 2017
ENVIRONMENTAL SERVICES DIVISION
MONTHLY REPORT**

INSPECTIONS	July	Year to date
Fats, oil and grease (FOG) program	30	30
Food license approval	0	0
Significant Industrial Users	0	0
Total inspections	30	
ROUTINE ACTIVITIES	July	Year to date
Significant Industrial User sites sampled	0	0
Required annual 40 CFR Part 122, Appendix D, Table II monitoring completed (%)	0%	0%
Required quarterly 40 CFR Part 122, Appendix D, Table III monitoring completed (%)	0%	0%
Household hazardous waste disposal calls	20	0
REVENUE	July	Year to date
FOG Program	\$0.00	\$0.00
Surcharge	\$0.00	\$0.00
Lab Analysis Recovery	\$0.00	\$0.00
Industrial Discharge Permit	\$0.00	\$0.00
Total revenue	\$0.00	\$0.00

ENVIRONMENTAL CONTROL ADVISORY BOARD (ECAB)

1. Provided routine staff support including minutes, attending meetings, and researching information
2. ECAB members developed environmental tips and practices to be distributed to the media.
3. Members are working on public education for water issues and recycling.
4. Assisting members with the Water's Worth It Landscape Award
5. Board members and staff are reviewing the US Mayors Climate Protection Agreement to determine progress and make recommendations.

LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)

1. Provided routine staff support, minutes, attending meetings

MISCELLANEOUS ACTIVITIES

1. Purchased recycling containers for special events. Containers used by Memorial Marathon, Earth Day, May Fair, Norman Music Festival, Summer Breeze, MidSummer Night Fair, Groovefest and 2nd Friday Artwalk
2. Worked Phase II of Fats, Oils and Grease Program (FOG) - to include University businesses, fraternities, sororities, nursing homes
3. As of July approx. 8,400 gallons of grease/solids did not enter the sanitary sewer in FYE 18 as a result of the FOG program.
4. Staff working with different departments to increase energy efficiency-i.e turning off computers, duplex printing, printing, anti-idling, methane recovery, replacing pumps with variable speed drives.
5. DEQ and staff are working on a statewide effort with the Product Stewardship Institute to initiate take-back programs similar to the recent paint take-back program in Oregon.
6. Created flyers for distribution to citizens regarding oil and grease in the sewer
7. Staff assisting the Water Reclamation Facility and the Water Treatment Facility with their Tier 2 reports
8. Represented the City of Norman at the Chamber of Commerce Greenovation Committee meeting
9. Working with delinquent FOG program participants
10. Staff attended and presented at the EPA Region VI Pretreatment Workshop in Albuquerque.
11. Staff is helping with the planning of the EPA Region VI Pretreatment Workshop to be held in Oklahoma in 2018.

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 18		FYE 17	
July, 2017	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	1	1	1	1
Property Owner Responsibility	22	22	24	24
TOTAL	23	23	25	25
Number of Feet of Sewer Cleaned:				
Cleaned	107,593	107,593	151,795	151,795
Rodded	1,530	1,530	805	805
Foamed	14,731	14,731	43,549	43,549
TOTAL	123,854	123,854	196,149	196,149
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	0	0	0	0
Private	1	1	0	0
Other (Lift Station, Line Break, etc.)	0	0	1	1
Total Overflows	1	1	1	1
Feet of Sewer Lines Televised	13,385	13,385	11,702	11,702
Locates Completed	223	223	371	371
Manholes:				
Inspected	688	688	842	842
New	0	0	0	0
Rebuilt	0	0	0	0
Repaired	0	0	0	0
Feet of Sewer Lines Replaced/Repaired	0	0	0	0
Hours Worked at Lift Station	247	247	189	189
Hours Worked for Other Departments	0	0	0	0
OJI Percentage	0.00	0.00	0.00	0.00
Square Feet of Concrete	0	0	0	0
Average Response Time (Hours)	0.590	0.590	0.50	0.50
Claims Paid Per 10,000 People	0	0	0	0

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 18		FYE 17	
July, 2017	MONTH	YTD	MONTH	YTD
New Meter Sets:	33	33	43	43
Number Short Sets	33	33	42	42
Number Long Sets	0	0	1	1
Average Meter Set Time	5.45	5.45	5.45	5.45
Number of Work Orders:				
Service Calls	363	363	510	510
Meter Resets	0	0	2	2
Meter Removals	0	0	0	0
Meter Changes	37	37	37	37
Locates Completed	360	360	462	462
Number of Water Main Breaks	21	21	29	29
Average Time Water Off	1.86	1.86	2.63	2.63
Fire Hydrants:				
New	0	0	4	4
Replaced	2	2	1	1
Maintained	144	144	127	127
Number of Valves Exercised	140	140	272	272
Feet of Main Construction	1,964	1,964	1,955	1,955
Hours of Main Construction	1,093	1,093	676	676
Meter Changeovers	5	5	9	9
OJI Percentage	1.80	1.80	0.00	0.00
Hours Flushing/Testing New Mains	28	28	39	39
Hours Worked Outside of Division	43	43	86	86

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
July 1-31,2017

Flow Statistics

	FYE 2018		FYE 2017	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	301.3	301.3	328.2	328.2
Total Effluent Flow (M.G.)	282.0	282.0	310.0	310.0
Influent Peak Flow (MGD)	10.6	10.6	14.8	14.8
Effluent Peak Flow (MGD)	9.1	9.1	14.5	14.5
Daily Avg. Influent Flow (MGD)	9.7	9.7	10.9	10.9
Daily Avg. Effluent Flow (MGD)	9.1	9.1	10.3	10.3
Precipitation (inches)	1.5	1.5	4.9	4.9

Discharge Monitoring Report Stats

	EPA minimum percentage removal 85%	
5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	214	223
Effluent Carbonaceous Total	2	5
Percent Removal	99.1	97.8
Total Suspended Solids:		
Influent (mg/L)	160	152
Effluent (mg/L)	5	42
Percent Removal	96.9	72.4
Dissolved Oxygen:		
Influent (min)	0.8	0.5
Effluent (min)	5.8	5.1
pH		
Influent (Low)	7.04	6.99
(High)	7.40	7.33
Effluent (Low)	6.71	6.86
(High)	7.16	7.38
Ammonia Nitrogen		
Influent (mg/L)	29.0	23.0
Effluent (mg/L)	1.6	4.0
Percent Removal	94.5	82.6

Utilities

Electrical

Total kWh Used (Plant wide)	447,820	447,820	374,620	374,620
Aeration Blowers & Headworks	197,600	197,600	175,600	175,600
UV Facility	38,400	38,400	86,300	86,300

Natural Gas

Total cubic feet/day (plant wide)	283,000	283,000	492,000	492,000
-----------------------------------	---------	---------	---------	---------

Public Education (Tours)

	0	0	0	0
--	---	---	---	---

Total Attendees FYE 17

	0			0
--	---	--	--	---

Reclaimed Water System (MG)

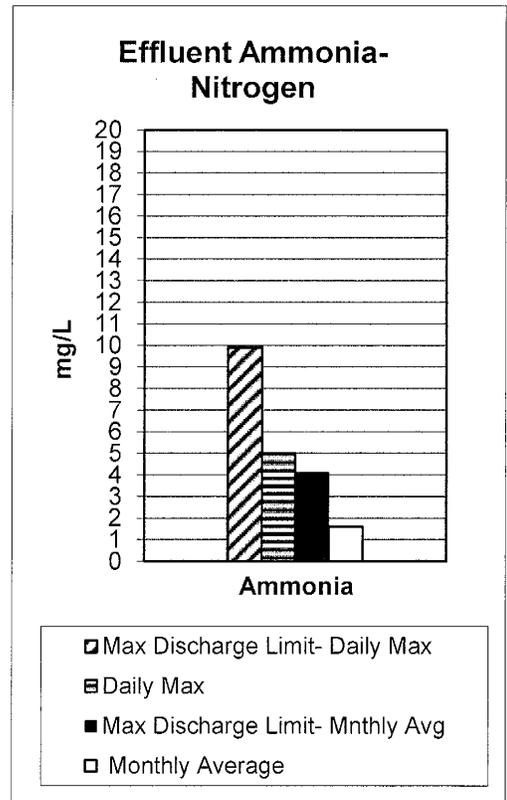
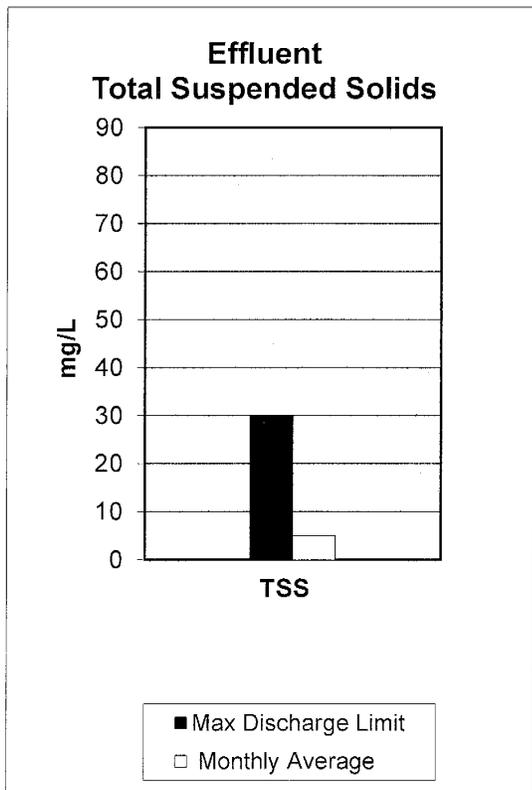
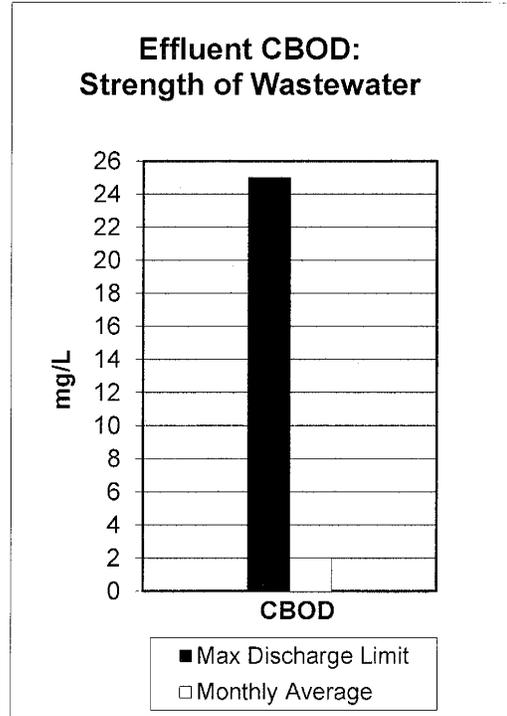
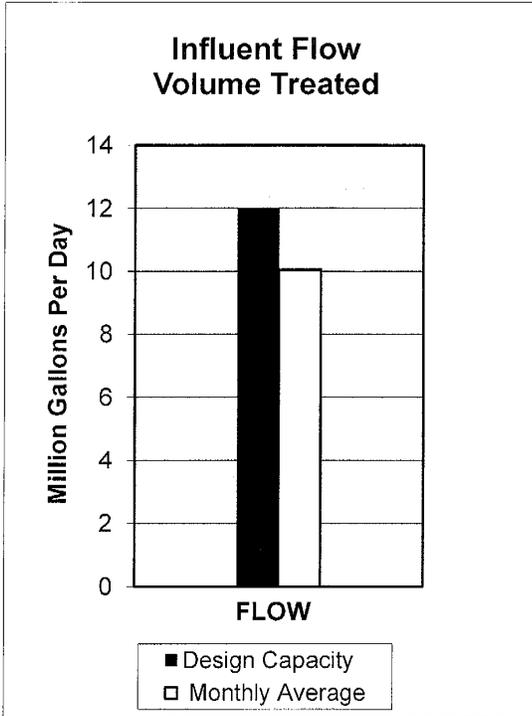
	0.0	0.0	0.0	0.0
--	-----	-----	-----	-----

OU Golf Course

	10.9	10.9	9.2	9.2
--	------	------	-----	-----

Fecal Coliform Geometric Mean for July 2017 **55** (Limit is 200)

CITY OF NORMAN
WATER RECLAMATION FACILITY
JULY 2017



Comments here

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

WATER TREATMENT DIVISION

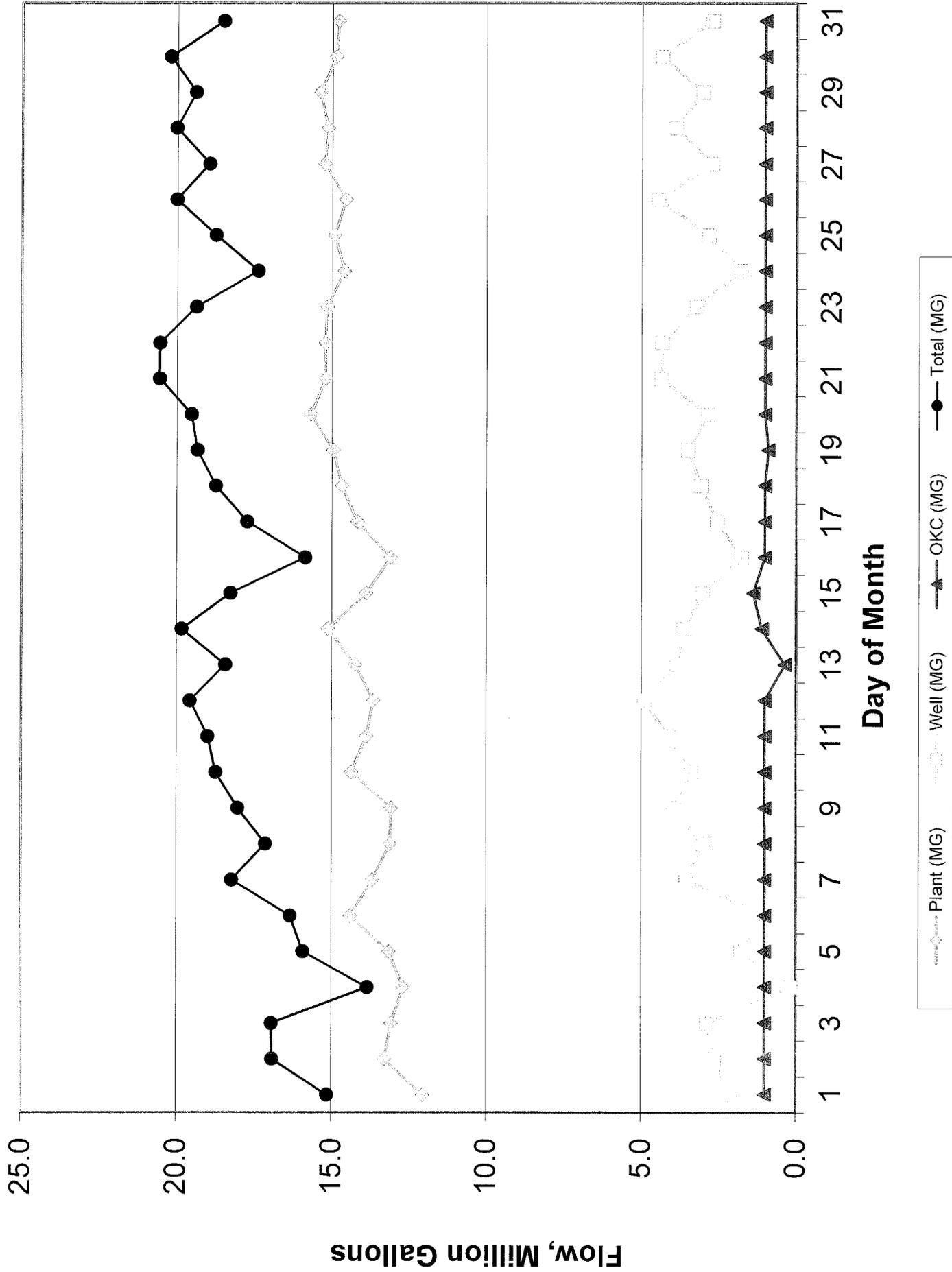
MONTH: July-2017

	<u>FYE 2018</u>		<u>FYE 2017</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	441.37	441.37	304.79	304.79
Well Production (MG)	95.22	95.22	92.72	92.72
Oklahoma City Water Used (MG)	30.69	30.69	37.04	37.04
Total Water Produced (MG)	567.27	567.27	434.55	434.55
Average Daily Production	18.30	18.30	14.02	14.02
Peak Day Demand				
Million Gallons	20.56	20.56	17.94	17.94
Date	7/21/2017	7/21/2017	7/25/2016	7/25/2016
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	\$381,164.25	\$381,164.25	\$339,026.01	\$339,026.01
Wells	\$179,993.54	\$179,993.54	\$199,205.98	\$199,205.98
OKC	\$76,950.24	\$76,950.24	\$59,929.62	\$59,929.62
Total	\$638,108.03	\$638,108.03	\$598,161.61	\$598,161.61
Cost per Million Gallons				
Plant	\$863.60	\$863.60	\$1,112.34	\$1,112.34
Wells	\$1,890.39	\$1,890.39	\$2,148.51	\$2,148.51
OKC	\$2,507.50	\$2,507.50	\$1,617.84	\$1,617.84
Total	\$1,124.88	\$1,124.88	\$1,376.51	\$1,376.51
Water Quality				
Total Number of Bacterial Samples	82	82	80	80
Bacterial Samples out of Compliance	1	1	1	1
Total number of inquirers (Note 2)	16	16	18	18
Total number of complaints (Note 2)	6	6	7	7
Number of complaints per 1000 service connections	0.12	0.12	0.19	0.19
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	5	5	5	5
Public Education				
Number of tours conducted	2	2	0	0
Number of people on tours	3	3	0	0

Notes:

Ferric pump broke - has been repaired. Chromium pilot at the WTP has ended and has been sent back.

Water Production for July 2017



SANITATION DIVISION PROGRESS REPORT

JULY 2017

	FY 16		FY17	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
<u>Vehicle Accidents</u>	1	1	2	2
<u>On The Job Injuries</u>	1	1	1	1
<u>Bulk Pickups</u>	32	32	39	39
<u>Refuse Complaints</u>	120	120	63	63
<u>New Polycarts Requests</u>	80	80	48	48
<u>Polycarts Exchanges</u>	16	16	17	17
<u>Additional Polycart Requests</u>	49	49	57	57
<u>Replaced Stolen Polycarts</u>	31	31	29	29
<u>Replaced Damaged Polycarts</u>	182	182	141	141
<u>Polycarts Repaired</u>	25	25	39	39

COMPOST MONTHLY REPORT

JULY 2018

	MONTH	YR-TO-DATE
TONS BROUGHT IN BY COMPOST CREWS:	353.30	353.30
LANDFILL TIPPING FEE'S	\$ 20.10	\$ 20.10
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 7,101.33	\$ 7,101.33
TONS BROUGHT IN BY PUBLIC:	375.00	375.00
TONS BROUGHT IN BY CONTRACTORS :	618.00	618.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	88.00	88.00
LANDFILL TIPPING FEE'S	\$ 20.10	\$ 20.10
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 21,728.10	\$ 21,728.10
TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 28,829.43	\$ 28,829.43
REVENUE COLLECTED FROM COMPOST SALES:	\$ 1,030.00	\$ 1,030.00

	MULCH CUBIC YDS		COMPOST CUBIC YDS	
	MONTH	YR-TO-DATE	MONTH	YR-TO-DATE
PARKS DEPT.	0	0	0	0
ROAD & CHANNEL	0	0	0	0
LINE MAINTENANCE	0	0	0	0
STREET DEPT.	0	0	0	0
WATER TREATMENT	0	0	0	0
MURPHY PRODUCTS OKC	5,400	5,400		0
SELF LOADING BIN	20	20		0
DRYING BEDS	100	100		0
COMPOST SOLD BY CUBIC YARDS		0	309	309
TOTAL:	5,520	5,520	309	309

MONTHLY RECYCLING REPORT
(CURBSIDE)
Jul-17

PROGRAM STATISTICS

	AVERAGE	
	MONTH	YTD
SET OUT/PARTICIPATION RATE:	92%	92%
AVERAGE TONS PER DAY :	16.24	16.24
POUNDS PER HOME:	29.88	29.88

COMMODITY BY TON

	MONTH	TONS	YTD TONS
ALUMINUM BEVERAGE CAN	1.3	6.34	6.34
#1 PET	4.06	19.79	19.79
NEWS			0
GLASS CONTAINERS	13.35	65.07	65.07
MIX PAPER	37.32	181.9	181.9
PLASTIC FILM	4.12	20.08	20.08
#2 NATURAL	1.24	6.04	6.04
#2 COLOR	1.02	4.97	4.97
#3-#7			0
METAL	0.8	3.9	3.9
RIGIDS	1.15	5.61	5.61
TIN-STEEL SCRAP	1.67	8.14	8.14
TRASH	26.2	127.7	127.7
OCC	7.77	37.87	37.87
TOTAL	100	487.41	487.41

	MONTH	YTD
SERVICE CALLS (MISSES)	32	32
HOUSESIDE	6	6
REMINDER	3	3
MISC.	3	3
REPAIR	9	9
NEW	35	35
ADD	3	3
MISSING	2	2
EXCHANGE	1	1
REPLACE	6	6
PICK UP	3	3
		0
		0
		0
TOTAL CALLS	103	103

	MONTH	YTD
LANDFILL COST AVOIDANCE	\$9,850.56	\$9,850.56

MONTHLY TRANSFER STATION REPORT

JULY 2017

	TONS PER MONTH	TONS PER YEAR	REVENUE PER MONTH	REVENUE PER YEAR
O.U. TONS	256.04	256.04	11,086.01	11,086.01
CONT. TONS:	566.56	566.56	\$ 5,718.50	5,718.50
CASH TONS:	1,242.36	1,242.36	\$ 60,015.60	60,015.60
BRUSH/YDS:	0	0.00		0.00
PULL OFFS:	17	17	\$ 255.00	255.00
TOTALS:	2,064.96	2,064.96	\$ 77,075.11	\$ 77,075.11

	MONTH	YR-TO-DATE
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	371	371
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	7,588.91	7,588.91
# OF LOADS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS.	0	0
# OF TONS TRANSPORTED TO OKC LANDFILL BY INDIVIDUAL SANITATION TRUCKS:	0.00	0.00
GRAND TOTAL TONS TO LANDFILLS	7,588.91	7,588.91

DISPOSAL COST PER TON (OKC)	\$ 20.10	\$ 20.10
TIPPING FEE'S FOR DUMPING AT OKC:	\$ 152,537.09	\$ 152,537.09
GRAND TOTAL TIPPING FEE'S	\$ 152,537.09	\$ 152,537.09

# OF LOADS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	583	583
# OF TONS BROUGHT TO TRANSFER STATION BY COMMERCIAL SANITATION TRUCKS:	3,766.61	3,766.61
# OF LOADS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	324	324
# OF TONS BROUGHT TO TRANSFER STATION BY RESIDENTIAL SANITATION TRUCKS:	2,302.60	2,302.60

TOTAL LOADS BROUGHT TO TRANSFER STATION:	1,278	1,278
TOTAL TONS BROUGHT TO TRANSFER STATION:	13,658.12	13,658.12

MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	1.66	1.66
---------------------------------------------	------	------

